I. CALL TO ORDER 6:00 p.m.
The meeting was called to order by Kent Child at 6:07 p.m.

1. Roll Call
   Tom Breen, Jonathan Brusco, Kent Child, Mark Dover, Walt Glines, Laura Perry, Tony Ruiz

2. Comments from the Public
   None

3. Recess to Closed Session
   The Board recessed to closed session at 6:08 p.m.

II. OPEN SESSION 7:00 p.m.
1. Call to Order
   The meeting was called to order by Kent Child at 7:00 p.m.

2. Roll Call
   Tom Breen, Jonathan Brusco, Kent Child, Mark Dover, Walt Glines, Laura Perry, Tony Ruiz, Anél Tovar
   Dr. Steven M. Kinsella, Superintendent/President
   Dr. Kathleen Rose, Executive Vice President, Instructional Services
   Terry Newman, Interim Senior Director of Administrative Services
   Bea Lawn, Academic Senate
   Dina Hampton, Professional Support Staff
   Others in attendance: Eric Ramones, Anne Ratto, Fran Lopez, Susan Sweeney, Ryan Shook, Leslie Tenney, Rachel I. Perez, Diane Stone, Jan Chargin Susan Cheu, Fran Lozano, Shawn Mulcare, Eduardo Cervantes

3. Pledge of Allegiance
   The pledge of allegiance was led by Anél Tovar.

4. Report of any Action Taken in Closed Session
   No action was taken in closed session.

5. Consent Agenda
   (a) Regular Board Meeting Minutes October 8, 2013, Community Education Ad Hoc Committee, October 8, 2013, Special Meeting of the Board of Trustees, Board Self Evaluation, October 22, 2013
   (b) Personnel Actions
   (c) Warrants and Electronic Transfers Drawn on District Funds
   (d) Ratification of Agreements
   (e) EOPS/CalWORKs/CARE Advisory Committee
   (f) Career Technical Education Advisory Boards
   (g) Quarterly Financial Status Report, CCFS 311Q at September 30, 2013
(h) Budget Adjustments
(i) Measure E Bond Quarterly Financial Status Report at September 30, 2013
(j) Retiree Health Benefit Trust Investment Portfolio Status as of June 30, 2013 and September 30, 2013
(k) Monthly Financial Report
MSC (L.Perry/W.Glines) 7 ayes, 0 nays, student trustee, aye, to approve

6. Approval of Agenda
MSC (T.Breen/J.Brusco) 7 ayes, 0 nays, student trustee, aye, to approve

7. Comments from the Public - This is a time for the public to address the Board.
Diane Stone – Gavilan Educational Foundation, read a thank you letter and presented a casino night poster to the Board of Trustees on behalf of the Foundation and the athletics department for their donation of items for the “Sharks” gift basket. Ticket sales for the basket were $1,120. The employee challenge to sponsor a table raised $1,100. A total of $8,814.83 was raised to benefit the athletics department.
Leah Halper – GCFA, acknowledged the loss of Pablo Balancio. She reported that GCFA is holding elections. Among the items discussed at the meetings with Trustees has been the work overload at every level. She reported that faculty has suggested that when the budget improves, a group be set up to review and talk about priorities for the whole college.

8. Officers’ Reports
(a) Vice Presidents
Terry Newman reported that she recently attended the Association of Chief Business Officers conference, she acknowledged the facilities department for their work.
Dr. Kathleen Rose reported that transfer day was held last week. Many favorable comments regarding our students were received from the representatives of the 33 colleges and universities who were here. She looks forward to reviewing and discussing the program plans that were due on November 1. Work on implementing college hour is continuing with ASB and others on how to display an interactive calendar on our webpage. Deans are working on faculty evaluations.

(b) College President
Dr. Steve Kinsella reported that Gavilan’s College Council has been selected for an award from the Chancellor’s Office. It started with our participation in the California Leadership Alliance for Student Success (CLASS) and before the student success initiative. The council is a grass roots effort through Academic Senate that includes representation from all groups. The council was also recognized by the accreditation team. The accreditation follow-up visit is coming up. Everyone has been working on the two recommendations that must be implemented. He also reported that we spend funds through an established process including the budget committee and the resource request list that comes out of the program planning process. We’ll continue to use the same process and change what doesn’t work. At the heart of accreditation is the evaluation of existing processes, not creating new ones when funds are received. The challenge will be for the state to allocate funds into existing spending categories, not new ones, which require new workforce requirements.

(c) Academic Senate
Bea Lawn reported that Academic Senate formed an acceleration committee for faculty to share strategies, resources, results, and expand and involve more faculty. Most of this work has been funded through grants and when they are no longer available, they want to have these efforts institutionalized. Curriculum is currently discussing a rubric for faculty to use to assess PLOs and SLOs. A Senate goal this year was to assess the impact of grants on instruction and college wide planning. They have created guidelines for Senate committee communications. Senate will discuss the mentoring, professional development, and
SLO/PLO assessment positions. The Senate will draft a resolution on the administrative reorganization proposal that with input that includes reactions, questions, concerns and suggestions. It will be sent to President’s Council and the Board of Trustees.

(d) Professional Support Staff
Dina Hampton reported that CSEA will hold elections and they are doing a poinsettia sale fundraiser.

(e) Student Representative
Anél Tovar reported that ASB students attended the Student Senate for California Community Colleges General Assembly. She is proud of Gavilan in comparison with student experiences at other schools. She shared at the general assembly how our welcome center assists students and received a lot of interest and questions. She is interested in working on increasing Gavilan’s transfer degrees. The ASB has been working with a TRIO group of students who are working on a petition in support of getting their own director, space, etc. They are continuing to work on the sustainability project which will be presented later on this agenda.

(f) Board Member Comments
Tom Breen reported that he attended the October 20 Community Spirit Awards in Hollister, and the October 11 LULAC 20th anniversary breakfast honoring service people. Jonathan Breen reported that the Board subcommittee on school district collaboration met last month. Progress was made on efforts to tackle remediation rates. Another meeting will be scheduled in December. He attended the casino night and thanked those who worked on the event.
Tony Ruiz reported that he visited the welcome center and is very impressed with the students’ commitment, confidence, and training.
Mark Dover acknowledged the loss of Pablo Balancio. He is glad the foundation is active, and appreciated everyone’s work on the events. He appreciated Dr. Kathleen Rose’s involvement in the Board’s subcommittee on school district collaboration.
Walt Glines acknowledged the loss of Pablo Balancio. He appreciated everyone who worked on the memorial. He participated in the faculty and professional support staff meetings with Trustees and supports its continuance. He attended the casino night and is glad the foundation is active. He looks forward to the gala in on April 25.

(g) Board President
Kent Child acknowledged the loss of Pablo Balancio and thanked those who worked on the heartfelt memorial. He reminded Trustees about the special Board meeting on November 26.

9. Board Committee Reports
Jonathan Brusco reported that the Board subcommittee on school district collaboration met last month. The objective was to discuss remediation rates and find ways to get high school students tested earlier and better prepared so they enter with better placement and take fewer remediation classes. Those who attended were open about including collaboration toward remediation in their board goals. Also discussed was the consortium on adult education.

10. Information/Staff Reports
(a) Recognition of the Employee of the Month
Eric Ramones introduced Marta Gonzalez, October employee of the month. Marta transferred to human resources when her position as assistant teacher was eliminated due to the budget. She transitioned smoothly and hit the ground running. She provides excellent customer service, and learns quickly. She is eager to learn and can take on any challenge. Marta thanked everyone for their support.
(b) Hydration Stations
Valeria Acosta, ASB Vice President, reported that the hydration stations are needed because there is no consistent recycling on campus and students are reluctant to drink from the water fountains. The stations will reduce plastic bottle waste, reduce the carbon footprint, reduce exposure from plastic chemicals, save money, and encourage healthy living. The stations have chilled water, are sanitary, and have a good presentation. The ASB will fully fund the stations. They estimate the first station will be installed by November 22 in the student center. In response to questions, Valeria Acosta and Anél Tovar stated that the stations will be hooked up to an existing water line in place of an existing water fountain. The ASB is planning on an inauguration when the station is installed. Trustees thanked the ASB for the excellent presentation.

(c) Welcome Center
Students introduced themselves and reviewed the history, funding, hours of operation, and development of the welcome center. They are fully staffed by students and assist students with financial aid, admissions, myDegree Works, Banner, and general information. For the 2012-13 academic year, they have made 9,300 contacts. Many favorable comments have been received from faculty, staff, and students about the importance of peer to peer contact, customer service, making a difference, and helping students step-by-step. In response to questions, the peer mentors stated that services are not available at the off-sites but managers refer students. Work is being done to develop assistance through a web page and by phone. Trustees thanked the peer mentors and urged them to draft other students to replace them as the transfer. Bea Lawn congratulated the students and their advisors for doing a great job and for the impressive way they present themselves. Ryan Shook introduced counselors/advisors, Johanna Stewart, and Leslie Tenney.

(d) Mission Statement
Kent Child reported that at last year’s Board goals meeting, it was decided that the mission statement should be read aloud periodically at a Board meeting. He read:

GAVILAN COLLEGE MISSION

Gavilan College cultivates learning and personal growth in students of all backgrounds and abilities through innovative practices in both traditional and emerging learning environments; transfer pathways, career and technical education, developmental education, and support services prepare students for success in a dynamic and multicultural world.

III. ACTION ITEM
1. New Business
   (a) Curriculum
       MSC (L.Perry/M.Dover) 7 ayes, 0 nays, student trustee, aye, to approve

   (b) Approval to Certify the Appointment of Representatives to Joint Powers Authority for Retiree Health Benefit Program; Resolution No. 965
       MSC (T.Ruiz/L.Perry) roll call vote: 7 ayes: Tom Breen, Jonathan Brusco, Kent Child, Mark Dover, Walt Glines, Laura Perry, Tony Ruiz, 0 nays, student trustee, Anél Tovar, aye, to approve

   (c) Citizens Oversight Committee Renewal of Term
       MSC (T.Breen/L.Perry) 7 ayes, 0 nays, student trustee, aye, to approve
(d) Signing Authority
MSC (T.Breen/T.Ruiz) 7 ayes, 0 nays, student trustee, aye, to approve the signing authority lists for Pinnacle Bank and Chase Bank

Pinnacle Bank Signing Authority
- Dr. Steven Kinsella, Superintendent/President
- Dr. Kathleen Rose, Exec. Vice President, Instruction
- Terry Newman, Interim Sr. Director, Admin. Services

Remove from Pinnacle Bank Signing Authority
- John Pruitt, former Vice President, Student Services
- Joe Keeler, former Vice President, Admin. Services

Chase Bank Signing Authority
- Dr. Steven Kinsella, Superintendent/President
- Dr. Kathleen Rose, Exec. Vice President, Instruction
- Terry Newman, Interim Sr. Director, Admin. Services

Remove from Chase Bank Signing Authority
- Glenn Mayle, former Superintendent/President

(e) Employee Agreement Authorization – Executive Vice President and Chief Instructional Officer
MSC (M.Dover/J.Breen) 7 ayes, 0 nays, student trustee, aye, to approve

(f) Disposal of Surplus Property
MSC (T.Breen/J.Brusco) 7 ayes, 0 nays, student trustee, aye, to approve

(g) Authorization of Allocation of Remaining Measure E Funds
Dr. Steve Kinsella reported that the state has started to allocate instructional equipment with a 3:1 match requirement and scheduled maintenance with a 1:1 match requirement. We are able to use Measure E funds.
MSC (W.Glines/L.Perry) 7 ayes, 0 nays, student trustee, aye, to approve

(h) BFGC-IBI Group Architecture and Planning Assignment Amendment (PAA)
MSC (T.Breen/L.Perry) 7 ayes, 0 nays, student trustee, aye, to approve

(i) Memorandum of Understanding Between Gavilan College and Gilroy Unified for the Joint Use of South Valley Middle School
Dr. Kathleen Rose thanked Rachel Perez for her work with GUSD.
MSC (L.Perry/J.Brusco) 7 ayes, 0 nays, student trustee, aye to approve

(j) County Committee Election – 2013
MSC (W.Glines/L.Perry) 7 ayes, 0 nays, student trustee, aye to vote for Kathleen Sullivan, District 1
MSC (L.Perry/J.Brusco) 7 ayes, 0 nays, student trustee, aye to vote for Josephine Lucey, District 5

(l) Development of Gavilan College Facilities
MSC (T.Breen/M.Dover) 7 ayes, 0 nays, student trustee, aye, to approve

(l) Ratification of Agreement for a Settlement of Claim
MSC (L.Perry/W.Glines) 7 ayes, 0 nays, student trustee, aye, to approve

IV. CLOSING ITEMS
1. The next regularly scheduled Board meeting is December 10, 2013, Gilroy Campus, North/South Lounge.

2. Adjournment
The meeting was adjourned by consensus at 8:16 p.m.