I. CALL TO ORDER 6:00 p.m.
The meeting was called to order by Kent Child at 6:01 p.m.

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

2. Comments from the Public
   None

3. Recess to Closed Session
   The Board recessed to closed session at 6:02 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
   Trustees: Laura Perry, Tony Ruiz, Mark Dover, Kent Child, Tom Breen, Jonathan Brusco, Walt Glines, AJ Rodriguez
   Dr. Steven M. Kinsella, Superintendent/President
   Dr. Kathleen Rose, Executive Vice President, Instructional Services
   John Pruitt, Vice President, Student Services
   Bea Lawn, Academic Senate
   Diana Seelie, Professional Support Staff
   Angie Oropeza, Recorder
   Others in attendance: Terry Newman, Susan Sweeney, Blanca Arteaga, Anne Ratto, Rachel Perez, Fran Lozano, Susan E. Alonzo, Jan Chargin, Jan Janes, Mario Escudero

3. Pledge of Allegiance
   The pledge of allegiance was led by Mark Dover.

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

5. Consent Agenda
   (a) Regular Meeting of the Board of Trustees Minutes, January 8, 2013, and Strategic Planning, Board Self Evaluation Special Board Meeting Minutes, January 15, 2013
   (b) Personnel Actions
   (c) Warrants and Electronic Transfers Drawn on District Funds
   (d) Ratification of Agreements
   MSC (T.Breen/AJ Rodriguez) 7 ayes, 0 nays, student trustee aye, to approve
6. Approval of Agenda
MSC (L.Perry/T.Breen) 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.
Jan Janes, GCFA Treasurer, reported that staff received training at staff development day on surviving a shooter. Faculty have asked for security improvements including window coverings for all rooms with windows, reinstatement of off-site night security, periodic emergency training, deadbolts on doors, and a PA system. The part-time faculty evaluation process went well; the third annual chocolate tasting is tomorrow at 1:30 at the Mayock House, everyone is welcome; the social events group is looking into holding a scholarship fundraiser; and she congratulated the Communications Department for receiving the 2013 Model Communication Program Award from the Western States Communication Association.
Anel Tovar, ASB VP of Communications, spoke in support of college hour and stated that she is disappointed that the shared governance process was not upheld and college hour is being held back. Questions and concerns should have been asked raised during the two-year planning process. She and the ASB is willing to keep working to get it going.

8. Officers' Reports
(a) Vice Presidents
Dr. Kathleen Rose congratulated the Communications Department for the statewide recognition. They will receive the award on February 18 at a conference at which they will present their model. The annual Science Alive on February 9 was a success. Approximately 350 students attended the event coordinated by Hope Jukl and more than 50 volunteers. Accreditation forums are scheduled on February 13 at 3 in BU 120 and February 19 at 1:30 in the north lounge. On March 8, we will be celebrating the International Day of the Woman with AAUW with workshops and tea.
John Pruitt reported that this semester a college-wide thematic approach to our work with students will be focused on time management. An informational webpage has been developed linked to the student success center webpage. Professional development day was successful. We dealt with issues of workplace safety, helping veterans as they return to school, and the stigma and service for students with mental health issues. He attended the San Benito County Chamber of Commerce awards dinner where the Hollister site was acknowledged as the service business of the year. Congratulations to Judy Rodriguez and the staff who work there. He also reported that enrollment is up by 3% in headcount, 5962 students are enrolled at this point. Seat count is down from 16700 to 16001. More students that are taking fewer units.

(b) College President
Dr. Steven Kinsella reported that the state budget is not coming out in any great detail at this point other than that there will be a separate fund established for Prop 30. The increase combines an increase in sales taxes and personal income taxes. The sales tax ends at the fourth year and the personal income tax continues for three additional years then we go back to our regular base. The state has experienced an increase in revenue beyond Prop 30. We have been informed that they are restoring some of the workload measure taken in 2010-2011. While we are optimistic about the state budget, until we have specific information, we'll continue to work on eliminating the deficit. Dr. Kinsella stated that the Board approved college hour last month. Based on the issues and concerns brought up, we had no choice but to delay implementation in order to review all issues and work them out after obtaining more information. We will continue the process through an implementation task force led by Kathleen Rose with representation from all groups. The group will identify the concerns expressed already
as well as any items that pop up. The ASB’s work is appreciated and we will continue
the implementation process in a way that doesn’t injure people. He reported that due
to word smithing during a Board meeting, the mission statement was changed to add
the word “to”. According to a grammar expert, it made a material change. While it
reads smoother, it changes the meaning. We will proceed with the mission statement
as presented to the Board without the word “to”. Dr. Kinsella also reported that he will
head an accreditation team for San Joaquin Valley College in March.

(c) Academic Senate
Bea Lawn reported that the first Senate meeting was on February 5. They began the
discussion on Senate goals for the year. One of the most important goals is improving
communication. They will encourage anyone to bring items to the Senate for
discussion. They are looking for faculty to fill the part-time faculty representative. At
the February 5 meeting there was some consternation regarding the tabling of college
hour due to some not being informed. At a special Senate meeting scheduled for
discussion of the issue, a motion was made and approved to form an ad hoc
committee to meet with the president and review the issues. They look forward to
working with the administration to get college hour implemented.

(d) Professional Support Staff
Diana Seelie reported that CSEA officers were installed at the January meeting. They
will discuss negotiations at the next meeting, they are trying to fill vacant committee
positions, and they are discussing possible fundraisers for student scholarships.

(e) Student Representative
AJ Rodriguez reported that they are recruiting students, they are continuing to work on
the water stations project, and the March in March to the capitol. He reported that it is
a letdown to put college hour on hold; they continue to strongly support it and look
forward to it being implemented in the most appropriate manner for all.

(f) Board Member Comments
Jonathan Brusco reported that he attended a trustee conference in Sacramento. He
met trustees from boards across the state and realized that we are in a very good spot
compared to other colleges. He learned about college finance, staffing, and roles.
Mark Dover stated that he is disappointed that college hour is on hold. It is a lesson
for everyone that they need to attend meetings or be informed by their
representatives. All constituent groups have been present during the last two years of
this discussion. It is a cause of failure if some don’t know what is going on. Issues
should have been brought up for discussion before the Board vote.
Laura Perry reported that she also attended the San Benito County Chamber of
Commerce awards dinner where Gavilan received an award. It is an affirmation of
what the college’s image is in the community. She stated that she favors college hour.
It is a disappointment it is on hold and wonders why issues where not brought up
during the last two years the students have been working on it. However, it is better to
have it delayed and have it implemented well.
Tony Ruiz stated that he is satisfied on the college hour as stated by Dr. Kinsella. He
is concerned about students with school-aged children. He supports students getting
involved in extracurricular activities. He reported that he attended the dedication for
Pinnacles National Park. It is the closest national park to the bay area. The
designation to a national park may offer opportunities for the college.
Tom Breen reported that he also attended the San Benito County Chamber of Commerce awards dinner. Judy Rodriguez accepted the award on behalf of the college. He also attended the dedication of Pinnacles National Park. The park superintendent is interested in having a formal arrangement with Gavilan. He reported that Hollister basketball won the league. If they win the next game they will be the sole possessor of the league title. He stated that college hour will happen. Walt Glines reported that he also attended the San Benito County Chamber of Commerce awards dinner, congratulations to Judy Rodriguez. Several other Gavilan staff attended. He echoes the compliments to the communication department for the statewide recognition. He inquired about a permanent home for the department. Information on the program and the award are on our webpage. He stated that college hour will go forward. The Board will be asking for regular updates. He also stated that security was mentioned earlier in the meeting and pointed out that one of the Board goals for 2013 is looking at security everywhere the college has a footprint.

(g) Board President
Kent Child reported that he also attended the San Benito County Chamber of Commerce awards dinner. Judy Rodriguez did an excellent job accepting the award. He also attended the San Benito County/Gavilan College Community Spirit Awards. It was well attended by Gavilan staff and Dr. Kinsella gave an excellent overview of college activities. He announced that the Board will hold a special meeting on February 19, 5:30 p.m. for a strategic planning workshop. He acknowledged the start of Dr. Kinsella’s 11th year of service this month as college president.

9. Board Committee Reports
Mark Dover reported that the minutes of the special Board meeting on January 15 are in the packet.

10. Information/Staff Reports
(a) Recognition of the Employees of the Month
Susan Sweeney presented Blanca Arteaga as December Employee of the Month. Blanca has been the EOPS Counselor for five years. She has distinguished herself as a Gavilan student, and a role model. Students respect her and have complete confidence in her. She facilitates transfer and graduation of students and she also teaches. Words used to describe her are confident, dedicated, and passionate. She cares about students, she participates and provides leadership on college committees, and is currently working on her doctoral degree. She is the best Gavilan has to offer. Blanca thanked everyone for the recognition and stated that it is a pleasure to work at Gavilan and help students.
Terry Newman stated that Mimi Arvizu is the January Employee of the Month but is not able to attend the meeting tonight. Mimi is responsive, proactive, positive, and has excellent customer service skills. She has an amazing staff and they reflect her philosophy of team work and assistance to others. She is a pleasure to work with and an excellent example of Gavilan’s finest. Kent Child stated that he was here as Mimi was in early stages of computerizing the campus. Whenever he called for assistance she talked him successfully through the problem. She is one of the finest examples of Gavilan staff that creates the sense of family.

(b) Retiree Health Benefit Trust Investment Portfolio Status as of December 31, 2012
Steve Kinsella reported that this is a quarterly update of funds invested in the trust fund. In response to Mark Dover, he stated that we are still contributing.
Steve Kinsella reported that this is an update on the status of projects. The one on the state list coming up after the water tank is physical education. We are currently working on another location for a well.

Monthly Financial Report
Steve Kinsella reported that this is the routine financial status report.

Susan Cheu reported that the final budget was approved in September, 2012 with a deficit of $1,598,522. The Prop 30 payment will be June 2013. After the Task Force reductions and Business Office staff review, the deficit is at $743,792 and a projected ending general fund balance at $2,387,781. There may be unspent funds at the end of the fiscal year in operating expenses. The FY 12/13 budget includes a reimbursement of $2,144,883 from the retirement account and is in addition to the deficit. There is a possibility of additional revenue from the state. In response to Trustee questions, Susan Cheu and Steven Kinsella responded as follows:
- Additional revenue could come from restoration of growth or new growth
- Sources of income are from enrollment fees and property taxes
- The Governor’s financial projection will come out in May and the revision in June
- For FY 12/13 we get the recalculation report that shows the final revenue for FY 11/12. That is when we find out if we get funded for the extra 170 FTEs we reported last year. That is how we boost our base revenue. That growth can wipe out the deficit. It also lines us up for 12/13. The last piece is the growth number that comes in May.
- To date, the state has not worked toward a multi-year projection.

III. ACTION ITEM
1. Old Business
   (a) Gavilan College Board Goals for 2013
      MSC (L.Perry/M.Dover)  
      Discussion: Kent Child recommended a change to Goal #10 to read: Implement an annual evaluation of how current programs align with the mission of the college, evolving state mandates and economic climate changes. 
      Vote: 7 ayes, 0 nays, student trustee aye to approve with the change

2. New Business
   (a) Faculty Contracts
      MSC (L.Perry/J.Brusco) 7 ayes, 0 nays, student trustee aye to approve

   (b) Budget Adjustments
      MSC (L.Perry/T.Ruiz) 7 ayes, 0 nays, student trustee aye to approve

   (c) Quarterly Financial Status Report, CCFS 311Q at December 31, 2012
      MSC (L.Perry/T.Ruiz) 7 ayes, 0 nays, student trustee aye to approve

   (d) FY 2011-2012 Annual District Audit Report
      MSC (J.Brusco/L.Perry)  
      Discussion: In response to Walt Glines, Steven Kinsella stated that there is a requirement that certain items be reported out that fall under Findings and Recommendations. 
      Vote: 7 ayes, 0 nays, student trustee aye to approve
(e) FY 2011-2012 Measure E General Obligation Bond Audit Reports
   MSC (L.Perry/M.Dover) 7 ayes, 0 nays, student trustee aye to approve

(f) FY 2011-2012 Foundation Audit Report
   MSC (T.Breen/L.Perry) 7 ayes, 0 nays, student trustee aye to approve

(g) Subcontract Between Gavilan College and Hartnell College for Title V Grant
   MSC (J.Brusco/L.Perry)
   Discussion: In response to Tony Ruiz, Kathleen Rose stated that we are the lead institution the newest Title 5 in the CTE area.
   Vote: 7 ayes, 0 nays, student trustee aye to approve

* (h) Approval to Certify the Appointment of a Representative to Joint Powers Authority for Liability and Property Protection. Resolution No. 953
   MSC (T.Breen/L.Perry) Roll Call Vote: 8 ayes: AJ Rodriguez, Laura Perry, Tony Ruiz, Mark Dover, Kent Child, Tom Breen, Jonathan Brusco, Walt Glines, 0 nays

* (i) Approval to Certify the Appointment of Representative and Alternate Representative to Joint Powers Authority for Self-Funded Workers’ Compensation Insurance. Resolution No. 954
   MSC (L.Perry/M.Dover) Roll Call Vote: 8 ayes: AJ Rodriguez, Laura Perry, Tony Ruiz, Mark Dover, Kent Child, Tom Breen, Jonathan Brusco, Walt Glines, 0 nays

IV. CLOSING ITEMS
   1. The next regularly scheduled Board meeting is March 12, 2013, Gavilan College, Student Center, North/South Lounge.

   2. Adjournment
      The meeting was adjourned by consensus at 8:14 p.m.

*Roll Call Vote