MINUTES

I. CALL TO ORDER 6:00 p.m.
    Kent Child called the meeting to order at 6:00 p.m.

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

2. Comments from the Public
   No Comments from the public.

3. Recess to Closed Session
   The Board recessed to closed session at 6:04 p.m.

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

2. Roll Call
   Trustees: Kent Child, Mark Dover, Walt Glines, Laura Perry, Tony Ruiz
   Trustees Absent: Tom Breen (late arrival) and Jonathan Brusco
   Dr. Steven M. Kinsella, Superintendent/President
   Dr. Kathleen Rose, Executive Vice President, Instructional Services
   Kathleen Moberg, Vice President, Student Services
   Frederick E. Harris, Vice President, Administrative Services
   Bea Lawn, Academic Senate
   Diana Seelie, Professional Staff
   Nancy Bailey, Recorder
   Others in Attendance: Colette Marie McLaughlin, Judy Breza, Fran Lopez, Fran Lozano, Anne Ratto, Dr. Randy Brown, Ron Hannon, Sherrean Carr, Susan Alonzo, Jan Chargin, Shawn Mulcare, Lois Locci, Karen Warren, Elena Dachkova, Adrian Lopez, David Didenti, David Dolfín, Joceline Gutierrez Guzman, Anthony Chavarria, and Eric Ramones

3. Pledge of Allegiance
   The Pledge of Allegiance was led by Tony Ruiz.
4. Report of any Action Taken in Closed Session
   President Kent Child reported that the board voted in closed session to accept the resignation agreement with employee # 011687. MSC (L.Perry/M. Dover) 5 ayes, 0 nays, (Absent: T. Breen and J. Brusco)

5. Approval of Agenda
   MSC (L. Perry/M. Dover) 5 ayes, 0 nays, Student Trustee, aye to approve.

6. Consent Agenda
   (a) Regular Board Meeting Minutes October 14, 2014, Special Meeting of the Board of Trustees, Board Self Evaluation, October 13, 2014
   (b) Personnel Actions
   (c) Warrants and Electronic Transfers Drawn on District Funds
   (d) Ratification of Agreements
   (e) Payroll Warrants Drawn on District Funds
   (f) Quarterly Financial Status Report, CCFS 311Q at September 30, 2014
   (g) Measure E Bond Quarterly Financial Status Report at September 30, 2014
   (h) Retiree Health Benefit Trust Investment Portfolio Status as of September 30, 2014
   (i) Budget Adjustments
   (j) Monthly Financial Report
   (k) EOPS/CalWORKs/CARE Advisory Committee
   (l) Career Technical Education Advisory Boards
   (m) Ratification of Asset Management Upgrade of FUSION
   MSC (T. Ruiz/L. Perry) 5 ayes, 0 nays, Student Trustee, aye to approve

7. Comments from the Public - This is a time for the public to address the Board. A maximum of 5 minutes is allotted to each speaker.
   Colette McLaughlin a faculty member in computer graphics and design, shared her respect for veterans. She said she has family members who have served and demonstrated to her what it means to do service for our nation, display leadership and also how to treat people with respect. Her father displayed leadership in the Philippines and she felt that Gavilan needs to show the leadership he did. As a teacher she has concerns that her program is not getting the support it needs. She said she’d been threatened and harassed about speaking out. She said that the Accreditation Commission has asked that the college work with faculty and that is not happening. She pleaded for support for her program and for the board to do what’s right. She requested that they ask the President and the administration to start working with her program in a reasonable way. She concluded by saying she looks forward to thanking the board for doing what’s right for the students.
   David Dolfin a student asked the members to reconsider their decision to remove all non-student tutors at the end of the semester. He said they are a great resource and can accommodate students’ schedules. He said he comes from a military background where leaders do all they can to help younger soldiers; he feels the same about students and their tutors. He felt tutors work more for the gratitude of helping others then for the pay. He likes Gavilan for its small environment and contact with instructors and tutors. He felt that student tutors may be struggling with their own schedules and classes. He asked that they please think about students and not lose the tutors.
   David Didenti on behalf of ASB, gave Trustee Mark Dover condolences on the passing of his mother.

8. Officers’ Reports
   (a) Vice Presidents
Fred Harris reported that the water distribution replacement project is 90% complete with completion at the end of December. The water tank replacement is on schedule for completion in March. He also reported on two (2) STEM projects. The Pond Overlook project will be completed in November and the Native Garden project is complete. He said the walkway lights are being replaced with LED fixtures with Prop 39, Year 2 funds for energy efficiency and less maintenance. Fred Harris said they met with the Santa Clara Valley Habitat agency to discuss the denied application and to develop a plan for moving forward with an addendum to the EIR. In addition, communication has been received from the State Chancellor’s Office that the application for center status at Coyote Valley has been delayed a year.

Kathleen Moberg reported on the successful ASB Halloween event. She said the grand opening of the Veteran’s Resource Center took place on November 4. In addition, transfer day took place on campus.

Dr. Kathleen Rose read a press release from the State Chancellor’s office. “The number of community college students who earned an associate degree through the California Community Colleges and California State University “A Degree with a Guarantee” transfer program more than doubled to 11,673 in 2013-14, the two college systems announced today. Students who earn an Associate in Arts for Transfer (AA-T) or Associate in Science for Transfer (AS-T) are guaranteed admission to the California State University. Of the 11,673 students who earned an associate’s degree for transfer, 6,905 went on to transfer to a CSU campus. Dr. Rose said that Gavilan will have 12+ degrees that will satisfy the requirements. She commended the faculty and everyone involved in developing the curriculum changes. She said they look forward to sharing the information with the students and promoting their opportunities through Gavilan.

(b) College President – Dr. Kinsella thanked Fran Lopez for everything she did to create and promote the Veteran’s Resource Center. He said he was a veteran with 23 years of service and acknowledged all veterans. He extended his condolences to Mark Dover. He said eventually some funds will trickle down from the state; it may not be until next year.

(c) Academic Senate
Bea Lawn offered her condolences to Mark Dover. Bea Lawn referred to the Accelerated Learning Group and said that they are actively designing and implementing acceleration pathways for students in English and math with the goal of increasing student success and retention. She said Senate received a subcommittee report on Faculty Staff Development. She reviewed that this group is in charge of approving conferences, track advancement, and flex and co-curricular forms. She said sabbatical leave requests are due December 1; with 2 being funded for the upcoming academic year. She also said the issue of using non-Gavilan students as tutors was discussed. Bea reported that the tutoring center serves over 27 difference academic programs; 16 tutors of which 9 are Gavilan enrolled students. She added that President Kinsella has stated that Gavilan must comply with state regulations that peer tutoring be provided by currently enrolled students. More instructor referrals are needed for tutors. Bea said conversations will continue on this topic to ensure that the tutoring center and students do not suffer for this change. Bea sent an email to faculty calling them to action to increase participation in shared governance. She said she spoke to department chairs reminding them of the important role they play in participation and providing a flow of information to faculty.

(d) Professional Support Staff
Diana Seelie is seeking nominations for 2015 officers. Elections take place in December. She reported that the holiday party is scheduled for December 16.
(e) Student Representative
Gabriel Sawyer reported that the by-laws are being revised. He said the grade point average for executive cabinet members has been increased from 2.0 to 2.5 and for senate cabinet from 2.0 to 2.3. He said they are recommending that senate positions have titles for a total of 16. They are keeping in mind the growth of Gavilan to educational centers as they make recommendations. Gabriel said they will be holding a toy, blankets, and jacket drive with more information to come. Portable building 1 will be a drop off point.

(f) Board Member Comments
Walt Glines – reported that he couldn’t attend the Veteran’s Resource Center opening because he was serving all day at a polling site in Morgan Hill. He suggested that the Santa Clara County Registrar’s Office not be paid for election services due to the numerous mistakes that occurred. He acknowledged Lorraine Welk’s retirement in November and said she was a good representative for the college. He said he received a good hair cut at the cosmetology department. He also attended an event organized by the communication department in which recent communication graduates spoke about their progress since Gavilan and also career opportunities.
Laura Perry – thanked veterans for their service to our country and commented on family members who served. She said she enjoyed the football game and congratulated both the team, Ron and his staff for a successful season. Laura Perry said she was a tutor while attending Gavilan and felt it was extremely valuable to everyone involved. She added a thank you to Lorraine Welk for her amazing work at the Morgan Hill Chamber of Commerce and at Gavilan. In addition, Laura Perry thanked Tony Ruiz for his four (4) years of service on the Gavilan Board of Trustees.
Mark Dover – agreed with Walt Glines on his concern regarding errors made by the Santa Clara County Registrar’s Office. He felt Gavilan should send a strong message to that office. Mark Dover said Lorraine Welk will be missed at Gavilan College and Morgan Hill. He acknowledged ASB for making revisions in identifying job descriptions for their senators. Mark Dover thanked everyone for the support and kindness he and his family received in the passing of his mother.
Tony Ruiz – congratulated Dr. Lois Locci as a new Gavilan trustee. He stated his experience is that tutoring is most successful when instructors are involved. He said he always found his own tutors and had tutors for every class he taught during his 30 years of teaching. Tony Ruiz said that a former Gavilan student and employee Frank Valadez passed away. He said he had the honor of participating in 2 classes last week. Tony Ruiz concluded by saying that his term had been enjoyable but not always easy. He added that change is not easy and that it is time for him to move on.

(g) Board President
Kent Child expressed his sincere appreciation for Tony Ruiz serving on the board and his contributions. Kent Child said Tony has expressed his care and concern for students. He also congratulated Dr. Locci. He added that his thoughts on Veteran’s day will be of those who served and made sacrifices. He acknowledged Lorraine Welk’s contributions to the college.

10. Board Committee Reports – no reports.

11. Information/Staff Reports
(a) Acceleration Report
Instructors Karen Warren and Elena Dachkova provided a presentation on “Acceleration; Pathways to Success at Gavilan College”. Karen Warren reported that 90% of Gavilan students are not ready to start a degree program. She said that faculty, administration, and
staff have worked hard to develop and provide accelerated course offerings that make a
difference for these students. Karen reported that the classes have demonstrated high
rates of success in moving students along from remedial level to transfer level courses.
Elena Dachkova explained that remediation courses are “painful” for students. Accelerated
courses allow the students to immerse themselves in the subject. For example, a boot
camp may last 2 weeks/7 hours each day. She reported that students gain confidence.
They explained that a new program, JumpStart, is collaboration between English, math,
and counseling along with tutoring support. In this program students can complete
prerequisites in one year. This allows students the highest possible chance to succeed.

(b) Emergency Communication Manual
Jan Bernstein-Chargin explained that the Emergency Communication Manual was a
working manual for staff in the event of an emergency. It identifies people who are trained
in communicating the information to staff and the public. Kent Child suggested two edits.

(c) 2014 – 2015 Budget Plan: Student Success and Support Program (SSSP)
Kathleen Moberg presented the SSSP budget as an information item. Kathleen explained
that the district’s matching funds were mostly existing salary expenses.

III. ACTION ITEM
1. Old Business
   (a) Board Policies; second reading
      MSC (L. Perry/T. Ruiz) 6 ayes, 0 nays, 1 absent (J. Brusco), Student Trustee, aye to
      approve

2. New Business
   (a) Curriculum
      MSC (L. Perry/W. Glines) 6 ayes, 0 nays, 1 absent (J. Brusco), Student Trustee, aye to
      approve

• (b) Approval to Certify the Appointment of Representatives to Joint Powers Authority for
      Retiree Health Benefit Program; Resolution No. 979
      MSC (T. Breen/M. Dover) roll call vote: 6 ayes: Tom Breen, Kent Child, Mark Dover, Walt
      Glines, Laura Perry, Tony Ruiz, 0 nays, 1 absent (Jonathan Brusco), Student Trustee, aye
      to approve

• (c) Approval to Certify the Appointment of a Representative to Joint Powers Authority for
      Liability and Property Protection; Resolution No. 980
      MSC (W. Glines/T. Ruiz) roll call vote: 6 ayes: Tom Breen, Kent Child, Mark Dover, Walt
      Glines, Laura Perry, Tony Ruiz, 0 nays, 1 absent (Jonathan Brusco), Student Trustee, aye
      to approve

• (d) Approval to Certify the Appointment of a Representative to Joint Powers Authority for Self-
      Funded Workers’ Compensation Insurance; Resolution No. 981
      MSC (L. Perry/W. Glines) roll call vote: 6 ayes: Tom Breen, Kent Child, Mark Dover, Walt
      Glines, Laura Perry, Tony Ruiz, 0 nays, 1 absent (Jonathan Brusco), Student Trustee, aye
      to approve

• (e) 2014 Student Equity Plan
      MSC (W. Glines/L. Perry) 6 ayes, 0 nays, 1 absent (Jonathan Brusco), Student Trustee,
      aye to approve
(f) Budget Planning Calendar  
MSC (W. Glines/L. Perry) 6 ayes, 0 nays, 1 absent (Jonathan Brusco), Student Trustee, aye to approve

(g) Approval of New Parking Fee & Fine Schedule  
MS (M. Dover/L. Perry)  
Discussion: Gabriel Sawyer expressed concerns from the students related to the increase of parking fines from $25 to $50. He felt the expense of the new parking equipment was going to come out of the students’ pockets. Walt Glines suggested that the increase of fines be raised incrementally over time. Dr. Kinsella said the expenses related to parking exceed the revenue generated resulting in the general fund supplementing it in FY 2014-15 by $50,000. The current fee structure is not adequate. The parking fund is not self-sufficient and it needs to be in balance as the general fund cannot subsidize it any longer. He said the other option is to eliminate the employee costs associated with parking. He added that these charges are not exclusive to students. Laura Perry asked for a breakdown of charges related to parking fines to determine what amount would allow the district to breakeven. Bea Lawn added that Academic Senate did not support the increase out of concern for the students. Kent Child summarized the comments by saying that the concerns were related to the increased parking fine not with the semester permit fee, the daily parking fee, or the processing fee.  
Vote: 0 ayes, 6 nays, 1 absent (Jonathan Brusco), Student Trustee, nay. Motion failed.

Mark Dover made a motion (seconded by Tony Ruiz) to approve the recommended increases for the semester permit fee, the daily parking fee, and the processing fee. The parking fine increase will be tabled for a later date.  
Vote: 6 ayes, 0 nays, 1 absent (Jonathan Brusco), Student Trustee, aye to approve.

(h) Disposal of Surplus Property  
MSC (W. Glines/M. Dover) Vote: 6 ayes, 0 nays, 1 absent (Jonathan Brusco), Student Trustee, aye to approve.

(i) Notice of Completion for Native Garden Project  
MSC (W. Glines/L. Perry) Vote: 6 ayes, 0 nays, 1 absent (Jonathan Brusco), Student Trustee, aye to approve.

IV. CLOSING ITEMS
1. The next regularly scheduled Board meeting is Tuesday, December 9, 2014, Gilroy Campus, North/South Lounge.

2. Adjournment  
The meeting was adjourned by consensus at 8:41 p.m.