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

1. Roll Call
Trustees: Tom Breen, Jonathan Brusco (arrived after roll call), Kent Child, Mark Dover, Walt Glines, Laura Perry

2. Oath of Office
Trustee Breen administered the oath of office to Kent Child, Walt Glines, Lois Locci, and Laura Perry

3. Comments from the Public
No Comments from the public.

4. Recess to Closed Session
The Board recessed to closed session at 6:05 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. Oath of Office
Trustee Child announced that the oath of office was given to Kent Child, Walt Glines, Lois Locci, and Laura Perry during the public portion of the closed session at 6:00 p.m.

3. Roll Call
Trustees: Tom Breen, Jonathan Brusco, Kent Child, Mark Dover, Walt Glines, Lois Locci, Laura Perry, and Gabriel Sawyer (student trustee)

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 Seelige, Professional Staff
Nancy Bailey, Recorder
Others in Attendance: Judy Breza, Fran Lopez, Fran Lozano, Anne Ratto, Ron Hannon, Susan Alonzo, Shawn Mulcare, Adrian Lopez, David Dolfin, Susan Peterson, Terry Newman,
4. Pledge of Allegiance
   The Pledge of Allegiance was led by Tom Breen

5. Organizational Meeting
   (a) Election of Officers (President, Vice President, Clerk)
      MSC (M. Dover/T. Breen) to nominate Walt Glines for Board President,
      MSC (M. Dover/L. Perry) 7 ayes, 0 nays, student trustee aye, to close nominations
      Vote: 7 ayes, 0 nays, student trustee aye, to elect Walt Glines

      MSC (M. Dover/T. Breen) to nominate Laura Perry for Board Vice President,
      MSC (T. Breen/M. Dover) 7 ayes, 0 nays, student trustee aye, to close nominations
      Vote: 7 ayes, 0 nays, student trustee aye, to elect Laura Perry

      MSC (L. Perry/T. Breen) to nominate Mark Dover for Clerk of the Board,
      MSC (L. Perry/J. Brusco) 7 ayes, 0 nays, student trustee aye, to close nomination,
      Vote: 7 ayes, 0 nays, student trustee aye, to elect Mark Dover.

   (b) Set Meeting Dates/Locations
      MSC (T. Breen/L. Perry) 7 ayes, 0 nays, student trustee aye to adopt the meeting
      schedule as submitted.

   (c) Board Committee Membership
      Athletic:  Mark Dover, Tom Breen, Walt Glines
      Board Policy:  Kent Child, Laura Perry, and Lois Locci
      Budget:  Kent Child, Mark Dover, Jonathan Brusco
      Community Education:  Mark Dover, Tom Breen, Laura Perry, and student trustee
      Facilities Development and Utilization:  Tom Breen, Mark Dover, Walt Glines, and student
      trustee
      Evaluation of College President:  Kent Child, Mark Dover, and Laura Perry
      Strategic Planning Steering:  Jonathan Brusco, Lois Locci, and Laura Perry
      Board Self-Evaluation Committee:  Kent Child, Jonathan Brusco, Walt Glines
      Off Site Educational Centers:  Kent Child, Lois Locci, and Jonathan Brusco
      Retirement Board:  Mark Dover (Clerk of the Board), Steven Kinsella, Frederick E. Harris
      (Vice President of Administrative Services)

      Incoming President Walt Glines presented a plaque to outgoing President Kent Child
      honoring him for his leadership.

6. Report of any Action Taken in Closed Session
   No reportable action took place in closed session.

7. Consent Agenda
   (a) Regular Board Meeting Minutes, November 10, 2014, Ad Hoc Committee on Athletics
       Minutes, November 10, 2014
   (b) Personnel Actions; additional item - appointment of Wade Ellis to Director of Business
       Services
   (c) Warrants and Electronic Transfers Drawn on District Funds
   (d) Payroll Warrants Drawn on District Funds
   (e) Ratification of Agreements
(f) Budget Adjustments
(g) Monthly Financial Report
(h) Santa Clara County Treasury Investment Portfolio Status as of September 30, 2014
(i) Disability Resource Center Advisory Committee
(j) Disability Resource Center Workability III Advisory Committee

MSC (W. Glines/L. Perry) 7 ayes, 0 nays, Student Trustee, aye to approve

8. Approval of Agenda
MSC (W. Glines/L. Perry) 7 ayes, 0 nays, Student Trustee, aye to approve

9. 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.

Steve Smith introduced himself as the incoming Gavilan College Faculty Association (GCFA) president. He has worked at Gavilan for 13 years in the Administration of Justice program and attended as a student in 1988. He expressed that GCFA has hopes to continue working with the Board in a positive way even though contract negotiations can become contentious. The intention is to make their case for a fair contract. He added that his term as president will be 18 months as GCFA has realigned their elections from calendar year to academic year. He said he looks forward to a long and hopefully mutually beneficial term. He thanked the board for serving.

10. Officers’ Reports
   (a) Vice Presidents

   Fred Harris – reported that Interim Business Director Judy Breza has been doing an outstanding job. He welcomes Wade Ellis as the Business Director. Mr. Harris introduced Susan Peterson as the new Executive Assistant to the Vice President of Administrative Services. He reported that the water tank has been moving along with the exception of a delay at DSA. Completion is planned for March. He reported that new LED lights have been installed along the walkway with Prop 39 funding. Theater and Life Science buildings will have energy saving LED lights installed within the year. Mr. Harris reported that discussions on the lease at the San Martin South County Airport are now taking place with the county. This will help move the project forward so that a classroom site can be completed for aviation classes in spring 2016.

   Kathleen Moberg – reported that several from Gavilan attended the Chancellor’s veterans’ summit. She said it was a great opportunity to hear about best practices for serving veterans. They have since met to review what they learned and develop proposals on how to bring some of those best practices to Gavilan’s Veteran Resource Center. She said that several areas had holiday drives including EOP&S, ASB, and a collection of items for Blue Star Moms. Ms. Moberg reported that spring registration is open and that it is finals week.

   Dr. Kathleen Rose – reported that there will be a small winter intersession with a few 1- and 2-unit courses being offered. She said there will be more winter intersession days next year so additional classes can be offered. She expressed her thanks to faculty and shared governance committees for their work this past semester. In addition, she said she enjoyed working with the two new vice presidents.

   (b) College President – Dr. Kinsella reported that he is working with regional college presidents to schedule another training session for a Saturday in March 2015. This will be sponsored by the California Community College League and hosted by Monterey Peninsula College. Topics will include accreditation and governance with more topics to be identified. The league will advertise statewide. Dr. Kinsella said he had met with the
regional presidents to discuss career technical education partnerships and associated funding. He said they will continue to meet to develop a funding strategy.

Dr. Kinsella reported that state resources are available but are not being funneled to community colleges. He said the latest attendance report shows Gavilan has 181 unfunded FTE students. The state is funding at the FY 2009-10 level. He said we are growing each year but have not reached the attendance level of FY 2011-12. State funds have been provided for SSSP implementation.

(c) Academic Senate
Bea Lawn announced the elected officers for the calendar year. They are: Bea Lawn (president), Lori Burgman (vice president), and Rey Morales (secretary). She said the senate received detailed reports on AB86 and an on-line tutoring program called “Smartthinking”. At the last meeting, the senators identified challenges and/or issues that they are facing in their departments. Ms. Lawn identified those items.

(c) Professional Support Staff
Diana Seelie reported that elections take place in December. She said classified staff are completing their job description review. She invited everyone to the holiday party on December 16.

(d) Student Representative
Gabriel Sawyer reported that finals week appears to be going well. He said ASB is collecting toys, blankets and jackets as a holiday drive. He hopes to have the draft by-laws completed over the winter break. They are researching taking a team trip to Washington D.C. to support the rights of students.

(e) Board Member Comments
Mark Dover – congratulated the elected trustees and welcomed Dr. Locci.
Tom Breen – welcomed Dr. Locci. He attended a Ram basketball game.
Laura Perry – no report.
Walt Glines – reported on an article he read announcing that GECA students Kevin Dinh and Shelby McClelland were recognized for their academic excellence and placed within the top 5% of the 1.5 million competitors. He said that GECA continues to stands out. He reported that he attended a Community College League conference where he received good information which he will share throughout the year. He said a veterans’ center was highlighted at the conference and would serve as a good example.
Lois Locci – said she was pleased to be a Gavilan trustee and pledged to work hard.
Jonathan Brusco – welcomed Dr. Locci and congratulated the elected trustees. He also congratulated Walt Glines on being elected president and thanked Kent Child for his two years of service as president.

(f) Board President
Kent Child had no comments.

11. Board Committee Reports – no reports.

12. Information/Staff Reports
(a) Recognition of Employee of the Month
Fran Lopez introduced Irma Lopez, DRC Mobility Aide, as October’s employee of the month. Fran Lopez said she is a valuable employee as she transports students with physical limitations on the tram. Irma values every student and treats them with kindness
and provides her service with a smile. In addition, Irma goes above and beyond in providing clerical duties for the department.

Ron Hannon introduced Rebecca Dayton, Head Athletic Trainer and adjunct faculty member as the November employee of the month. Ron Hannon said Rebecca contributes to the success of the department. He said she is responsible for 200 student athletes in 8 sports. She has opened lines of communication amongst coaches, faculty, staff, and local health providers. Rebecca has created a mentorship program for students in the sports medicine field.

(b) Contract and Community Education 2013-2014 Annual Report
Director of Contract and Community Education, Terry Newman, said their department works hard to provide life-long learning opportunities to the community. They provide a wide variety of classes. With their assistance, students enter career training programs and internships. The department also provides information for job opportunities.

(c) Draft 2015 Board Goals
Kent Child reported that the list of 2015 draft goals is a result of the board’s annual self-evaluation process. The trustees discussed prioritizing the goals and adding a timeline for completing the goals. A request was made to elaborate on #5 which identifies developing “a magnet programming plan...” Trustee Perry noted that historically the goals have not been ranked as they are budget driven and flexibility is needed. Trustee Child clarified that the board goals offer input into the development of the college’s strategic plan. The draft 2015 board goals will be discussed further at the Annual Board Workshop.

(d) Schedule for Annual Board Workshop
A Saturday workshop will be scheduled for mid-February.

III. ACTION ITEM
1. Old Business
(a) Approval of an increased Parking Fine
Mr. Harris reviewed that in November the Board of Trustees rejected a proposal to raise parking fines from $25 to $45. An error in the November cover page reported the increase was to be $50. Shared governance committees reviewed the information and proposed the parking fine be increased from $25 to $35.

MS (L. Perry/J. Brusco)

Discussion: Gabriel Sawyer was interested in the breakout of the fine revenue. He felt it was important that the new machines be installed as soon as possible. In addition, he said a parking permit can only be purchased using a debit/credit card. Mr. Harris reported the breakout of the current $25 fine is: print cost - $1.25, processing agency fee - $1.00, notice to violators - .73, Santa Clara County Department of Revenue - $12.50. The balance comes back to the district and into the parking fund. The parking fund pays for all parking lot improvements such as paving, striping, machines, and a portion of security personnel. The date of implementation of the fine increase is June so that the fine increase can be publicized.

Mr. Harris will verify that cash payments of parking permits are not an option.

Vote: 4 ayes (M. Dover, J. Brusco, K. Child, L. Locci, L. Perry), 2 nays (W. Glines, T. Breen), Student Trustee, nay; motion carried
2. New Business
   (a) Curriculum
       MSC (L. Perry/M. Dover) 7 ayes, 0 nays, Student Trustee, aye to approve

   (b) Approve Acquisition and Expenditure of $169,505 in Career Technical Education (CTE) Enhancement Funds
       MSC (T. Breen/M. Dover) 7 ayes, 0 nays, Student Trustee, aye to approve

   (c) Approve agreement with Santa Clara County Office of Education
       MSC (W. Glines/G. Sawyer) 7 ayes, 0 nays, Student Trustee, aye to approve

   (d) Capital Project Change Order
       MS (W. Glines/M. Dover)
       Discussion: Due to the age of the campus and 40 years of repairs much of the underground infrastructure cannot be found in existing plans.
       Vote: 7 ayes, 0 nays, Student Trustee, aye to approve

   (e) Approve Technology Audit & Payroll Module Implementation Agreement
       MSC (W. Glines/G. Sawyer) 7 ayes, 0 nays, Student Trustee, aye to approve

   (f) Extension of an Option to Purchase an Open Space/Conservation Easement at Mariposa Peak Ranch
       Dr. Kinsella indicated that the option to purchase an open space easement at Mariposa Peak Ranch for the Coyote Valley site expires in December. The other option of securing open space through the Santa Clara Valley Habitat Agency (SCVHA) has been delayed. An amended EIR is being prepared that indicates there will be no wetland impact at the Coyote Valley site in phase 1. Phase 2 of the site development will require a re-application with SCVHA. Dr. Kinsella said the option being presented to the Board will give the district more time to work out regulatory details for mitigation.

       Dr. Kinsella pointed out that the remaining Measure E funds need to be expended to avoid IRS penalties. With several projects in progress, Physical Education building repairs, Coyote Valley and San Benito County sites, and the South County airport project, the funds will be used on the projects that are approved first.

       The trustees discussed the intricacies of land mitigation and the expense of maintaining the option. Frederick Harris stated that the State Chancellor's Office denied our educational site application because we don’t have a presence on the site yet.

       MSC (L. Perry/J. Brusco) 7 ayes, 0 nays, Student Trustee, aye to approve

   * (g) Consideration and Action to Eliminate One Classified Position, Employee Organization: CSEA, Resolution #982
       MS (T. Breen/M. Dover)

       Discussion: It was noted that the function performed by the classified position under consideration for elimination no longer exists. The individual in that position has been reassigned and is not being laid off.
       Roll call vote: 7 ayes: Tom Breen, Jonathan Brusco, Kent Child, Mark Dover, Walt Glines, Lois Locci, Laura Perry, 0 nays, Student Trustee, aye to approve
(h) Agreement with GCFA
MSC (W. Glines/J. Brusco) 7 ayes, 0 nays, Student Trustee, aye to approve

IV. CLOSING ITEMS
1. The next regularly scheduled Board meeting is Tuesday, January 13, 2015, Gilroy Campus, North/South Lounge.

2. Adjournment
The meeting was adjourned by consensus at 8:47 p.m.