I. CLOSED SESSION - CALL TO ORDER 6:00 p.m.
Trustee Laura Perry called the meeting to order at 6:05 p.m.

(a) Roll Call
   Trustees: Tom Breen, Jonathan Brusco, Kent Child, Mark Dover, Walt Glines, Lois Locci and Laura Perry

(b) Comments from the Public

(c) 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
   Laura Perry called the meeting to order at 7:02 p.m.

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

   Dr. Steven Kinsella, Superintendent/President
   Dr. Kathleen Rose, Executive Vice President, Instructional Services
   Kathleen Moberg, Vice President, Student Services
   Frederick E. Harris, Vice President, Administrative Services
   Arturo Rosette, Academic Senate
   Diana Seelie, Professional Staff
   Nancy Bailey, Recorder
   Others in Attendance: Shawn Mulcare, Wade Ellis, Eduardo Cervantes, Fran Lozano, David Didenti, Jan Bernstein-Chargin, Ron Hannon, Susan Sweeney, Eric Ramones

3. Pledge of Allegiance
   The Pledge of Allegiance was led by Adrian Lopez.

4. Report of any Action Taken in Closed Session
   No reportable action taken in closed session.
5. Approval of Agenda

6. MS (T. Breen/L. Locci)

   MSC (T. Breen/M. Dover) for revision
   Vote:
   7 Ayes: Tom Breen, Jonathan Brusco, Kent Child, Mark Dover, Walt Glines, Lois Locci, Laura Perry, and Student Trustee Adrian Lopez, advisory vote of aye, to approve
   0 Noes

7. Consent Agenda
   (a) Regular Board Meeting Minutes, December 8, 2015, Board Facilities Development and Utilization Committee, December 8, 2015
   (b) Personnel Actions
   (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

   MSC (K. Child/J. Brusco) to approve the consent agenda
   Vote:
   7 Ayes: Tom Breen, Jonathan Brusco, Kent Child, Mark Dover, Lois Locci, Laura Perry, Walt Glines and Student Trustee Adrian Lopez, advisory vote of aye, to approve
   0 Noes

8. Comments from the Public
   None.

9. Officers' Reports
   (a) Vice Presidents
      Kathleen Rose – said we would be welcoming two new faculty in the spring semester. Shelly Smith the new Administration of Justice instructor and Alex Stoykov the new Computer Science and Information Systems Instructor will be going through a faculty orientation in January.

      Kathleen Moberg – spoke about an upcoming retreat to discuss the book Redesigning America’s Community Colleges, integrated planning, how to revise some service delivery and different ways to integrate our services across both instruction and student services. Also, a “kiddy corner” was created at the Hollister site with the help of instructor Pat Henrickson so that children can play while their parents complete paperwork.

      Fred Harris – reviewed the highlights of the Governor’s FY 2016-17 state budget as it pertains to community colleges. He said the proposed budget contains $400 million in new ongoing Proposition 98 resources and approximately $380 million in one-time funds. Growth is proposed at 2%; COLA at .47%, and new money in Workforce and CTE Pathways, basic skills, maintenance and instructional equipment. He is proposing that the
board budget committee meet in February to review this information, mid-year update, and the audits.

Fred Harris received a letter from the City of Hollister who has adopted an exclusive negotiating agreement with a developer, TTI, for the Leatherback property in Hollister. They are asking Gavilan College to engage in an MOU relative to that agreement. Fred Harris suggested that the Board Offsite Educational Center Ad Hoc Committee meet to discuss this, Gavilan’s response, and Fairview Corners. Walt Glines requested that Ridgemark Golf Course be on the agenda also.

Fred Harris reviewed the recent activity related to mitigation for both the Coyote Valley site and Fairview Corners. The Santa Clara Habitat Conservation Plan is resistant to Gavilan participating for Phase II of the Coyote Valley site. Therefore, the option has been extended to participate in the French Ranch Mariposa Peak. Partnering with Dividend Homes, Gavilan has exercised the option to mitigate Fairview Corners at Mariposa Peak for $130,119. Dividend Homes will make the remaining payments.

Fred Harris reported that the obligation for funding the Other Post Employment Benefit (OPEB) will be completed this fiscal year. Once fully funded, adjustments will be made based on periodic actuarial studies. He said the savings of paying off that obligation will allow for debt service payments to be made related to the Coyote Valley financing. In answering a question brought by Mark Dover, Steve Kinsella said the OPEB balance will always be fluctuating based on the pool. In addition, the current investment methodology is the balanced approach which can change by the Board. Mark Dover’s concern was needing those funds again for OPEB once they had been committed to debt service payments. (See page 5 of these minutes for a correction to this information.)

(b) College President – Dr. Steve Kinsella reported he was in Washington D.C. for three days discussing national accreditation and four days in Sacramento discussing regional accreditation. He said the national focus is on outcome measures including completion rates. He said California community colleges and members of the ACCJC tend to have low completion rates because we don’t have university members. Gavilan’s completion rate is 22%. The Washington D.C. meeting was with a review group for accreditors that asked for testimonials on what those numbers mean. Steve Kinsella’s concern was that if the national focus is strictly on outcome numbers it may negate the mission of community colleges which is open access for students. He said higher rates are found with profit institutions that have restricted access.

(c) Academic Senate
Dr. Arturo Rosette said he is transitioning into his new role as Academic Senate President. He said the Senate will have a retreat and will discuss new goals and new directions they may want to pursue. Some of the ongoing items they want to complete this semester include reviewing district board policies/procedures, impact of grants on instruction, conversation and recommendation on college hour, and the reorganization of the instructional division. Arturo Rosette said Senate has been working with Dr. Rose on enrollment management.

(d) Professional Support Staff
Diana Seelie announced the new CSEA officers: Denise Apuzzo (President), Diana Seelie (Vice President), Laura Montes (Treasurer), Mayra Cortez (Secretary), Adriana Servin (Communications), Katie Day, Michele Cortes, and Connie Campos (Union Stewards). They are still waiting for the results of the classification study.
(e) Student Representative
Adrian Lopez reported that during finals week ASGC teamed up with the library to provide encouragement to students and to reduce stress. They donated snacks to the off-sites. He announced that he made the Dean’s List and also contributed time to the “Lord’s Table” during the holiday break to give back to the community. ASGC Senate is advertising the ASGC textbook scholarship and planning for the upcoming semester.

(f) Board Member Comments
Lois Locci – welcomed Arturo Rosette.
Tom Breen – welcomed Dr. Rosette saying he enjoyed him as an instructor. Tom Breen was looking forward to discussing the Hollister site.
Walt Glines – welcomed Arturo Rosette and the faculty senate voice.
Kent Child – welcomed Arturo Rosette. He announced that former Gavilan employee Rolf Bruckner passed away. The family is interested in donating a bench on campus.
Mark Dover – congratulated Arturo.
Jonathan Brusco – congratulated and welcomed Arturo. He congratulated Adrian Lopez for making the Dean’s List.

(g) Board President
Laura Perry – presented a plaque to Walt Glines for his service as board chair. She said his fellow board members appreciated his work.

10. Board Committee Reports
Presidential Search Ad Hoc Subcommittee – Kent Child reported that they met and established a closing date for the position. Brochures and the webpage will be completed next week.

11. Information/Staff Reports
(a) Recognition of the Employees of the Month
Fred Harris spoke about Eric Dietze’s work ethics and accomplishments as Senior Computer Hardware/Software Technician. Fred Harris said that Eric Dietze keeps a variety of computer applications/software running as they should including SARS Anywhere. Eric Dietze exemplifies the spirit of the MIS department and the award acknowledges his hard work and service to all.

(b) Accreditation Midterm Report
Kathleen Rose said the first draft of the Midterm Report shows the progress being made on the planning agendas. The second draft, which will be more comprehensive, will be submitted in February with the final report presented to the board in March. She thanked Jan Bernstein-Chargin and the writing team. Kathleen Rose said that the writing team will become part of a standing accreditation committee that will meet regularly.

(c) Distance Education Substantive Change
Kathleen Rose reported that the Distance Education Substantive Change report will be going to the Accrediting Commission next month. This is required when colleges recognize they have changed the delivery method of more than 50% of the previously approved degrees and approved certificates; in this case Distance Education. The Commission needs to be alerted to give them an opportunity to review all of our distance education programs to ensure that we are in compliance with the standards. The work on the report has been completed by Sabrina Lawrence, Bob Beede, and Kathleen Rose. Kathleen Rose said, once approved, conversations can take place about the possibility of
developing online associate programs. She said conversations are taking place now on how to implement “Open Source Education” into our distance education platform. Kathleen Rose said Gavilan is also partnering on an online education initiative with the Chancellor’s Office.

(d) Community Education Winter/Spring 2016 Classes

Kathleen Rose said the Community Education program now reports jointly to the instruction office and also to Dean Sherrean Carr. She said the traditional community education courses will continue to be offered with no changes planned in the future. Kathleen Rose said they are doing an analysis regarding workforce related programs through contract education to look for innovative ways of creating CTE pathways in the future.

Lois Locci commented that community education has greater flexibility for innovation and exploration. She said history shows that some of those programs can then roll into credit programs. Kathleen Rose added that they are currently exploring phlebotomy through noncredit in conjunction with community education and CTE.

I. ACTION ITEMS
1. Old Business
   (a) Updates to Board Policies
      MSC (K. Child/A. Lopez)
      Vote:
      7 Ayes: Tom Breen, Jonathan Brusco, Kent Child, Mark Dover, Lois Locci, Laura Perry, Walt Glines and Student Trustee Adrian Lopez, advisory vote of aye, to approve
      0 Noes

   (b) 2016 Board Goals
      Deferred until February 9, 2016 meeting.

2. New Business
   (i) FY 2014-2015 Annual District Audit Report (item moved forward on agenda)
      Wade Ellis introduced Meredith Beales, CPA from Gilbert Associates, Inc. who reviewed the audit opinions on the Annual District Audit Report for FY 2014-15. She stated that they issued unmodified opinions on the foundation, district, and bond construction fund. The Performance audit for bond funds had no findings. Meredith Beales noted that the district’s estimates on depreciation, postemployment liability, accounts receive, and pension liability affected the financial statements. She referred to the corrective action being taken by the district.

      Steve Kinsella pointed out a correction on information provided to the board earlier regarding the amount to fully fund OPEB. (The comments are on Page 3 of these minutes.) The figures had been reviewed several times and the restated amount indicates 3-4 more years of payments to fully fund the obligation which is about $1.5 million. Wade Ellis said the next actuarial report will be done at the end of this fiscal year.

      MSC (K. Child/W. Glines)
      Vote:
      7 Ayes: Tom Breen, Jonathan Brusco, Kent Child, Mark Dover, Lois Locci, Laura Perry, Walt Glines and Student Trustee Adrian Lopez, advisory vote of aye, to approve
      0 Noes
(j) FY 2014-2015 Measure E General Obligation Bond Audit Reports (item moved forward on agenda)
MSC (W. Glines/A. Lopez)
Vote:
7 Ayes: Tom Breen, Jonathan Brusco, Kent Child, Mark Dover, Lois Locci, Laura Perry, Walt Glines and Student Trustee Adrian Lopez, advisory vote of aye, to approve
0 Noes

(k) FY 2014-2015 Foundation Audit Report (item moved forward on agenda)
MSC (T. Breen/L. Locci)
Vote:
7 Ayes: Tom Breen, Jonathan Brusco, Kent Child, Mark Dover, Lois Locci, Laura Perry, Walt Glines and Student Trustee Adrian Lopez, advisory vote of aye, to approve
0 Noes

(a) Naming the Board Representative for the County Committee
MSC (T. Breen/M. Dover) to name Jonathan Brusco as the Board Representative for the County Committee Election
Vote:
7 Ayes: Tom Breen, Jonathan Brusco, Kent Child, Mark Dover, Lois Locci, Laura Perry, Walt Glines and Student Trustee Adrian Lopez, advisory vote of aye, to approve
0 Noes

(b) FY 2016-2017 Non-Resident Tuition and Capital Outlay Fee
MSC (T. Breen/M. Dover)
Vote:
7 Ayes: Tom Breen, Jonathan Brusco, Kent Child, Mark Dover, Lois Locci, Laura Perry, Walt Glines and Student Trustee Adrian Lopez, advisory vote of aye, to approve
0 Noes

(c) Aviation Maintenance Technology Project at the South County Airport in San Martin, Deductive Change Order #1
MSC (M. Dover/T. Breen)
Vote:
7 Ayes: Tom Breen, Jonathan Brusco, Kent Child, Mark Dover, Lois Locci, Laura Perry, Walt Glines and Student Trustee Adrian Lopez, advisory vote of aye, to approve
0 Noes

(d) Accept the Bid to construct the Gavilan College Aviation Maintenance Technology Project at the South County Airport in San Martin
MSC (J. Brusco/W. Glines)
Vote:
7 Ayes: Tom Breen, Jonathan Brusco, Kent Child, Mark Dover, Lois Locci, Laura Perry, Walt Glines and Student Trustee Adrian Lopez, advisory vote of aye, to approve
0 Noes

(e) Approve an agreement with Arch Pac, Inc. to provide architectural design services to renovate the swimming pools at the Gilroy campus of Gavilan College
MSC (T. Breen/M. Dover)
Vote:
7 Ayes: Tom Breen, Jonathan Brusco, Kent Child, Mark Dover, Lois Locci, Laura Perry, Walt Glines and Student Trustee Adrian Lopez, advisory vote of aye, to approve
0 Noes

** (f) Resolution No. 1001 Election to Become Subject to the Uniform Public Construction Cost Accounting Act Procedures, and Resolution No. 1002 Enacting Informal Bidding Procedures under the Uniform Public Construction Cost Accounting Act

Discussion: Fred Harris reviewed the benefits of the Uniform Public Construction Cost Accounting Act which is an alternative bidding process. It allows the district to establish a list of qualified contractors and raises the level of informal bid amounts for public work contracts. He said this approach will save the district both time and dollars. Local businesses will be included.

Resolution No. 1001, MSC (T. Breen/J. Brusco)
Roll Call Vote:
7 Ayes: Tom Breen, Jonathan Brusco, Kent Child, Mark Dover, Lois Locci, Laura Perry, Walt Glines and Student Trustee Adrian Lopez, advisory vote of aye, to approve
0 Noes

Resolution No. 1002, MSC (T. Breen/L. Locci)
Roll Call Vote:
7 Ayes: Tom Breen, Jonathan Brusco, Kent Child, Mark Dover, Lois Locci, Laura Perry, Walt Glines and Student Trustee Adrian Lopez, advisory vote of aye, to approve
0 Noes

(g) Memorandum of Understanding with the South Bay Regional Public Safety Training Consortium
MSC (W. Glines/M. Dover)
Vote:
7 Ayes: Tom Breen, Jonathan Brusco, Kent Child, Mark Dover, Lois Locci, Laura Perry, Walt Glines and Student Trustee Adrian Lopez, advisory vote of aye, to approve
0 Noes

(h) Approval of Contract for Vision Literacy
MSC (W. Glines/M. Dover)
Vote:
7 Ayes: Tom Breen, Jonathan Brusco, Kent Child, Mark Dover, Lois Locci, Laura Perry, Walt Glines and Student Trustee Adrian Lopez, advisory vote of aye, to approve
0 Noes

IV. CLOSING ITEMS
1. The next regularly scheduled Board meeting is February 9, 2016 Gilroy Campus, North/South Lounge.
2. Adjournment
   The meeting was adjourned by consensus at 8:13 p.m.