



5055 Santa Teresa Blvd., Gilroy, CA 95020

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Dr. Kathleen A. Rose, Superintendent/President

GAVILAN JOINT COMMUNITY COLLEGE DISTRICT  
REGULAR MEETING, BOARD OF TRUSTEES  
Tuesday, June 13, 2017

5055 Santa Teresa Boulevard, Gilroy, CA 95020  
T.J. Owens Early College Academy, Multi-Purpose Building

MINUTES

I. CLOSED SESSION - CALL TO ORDER 6:00 p.m.

Trustee Laura Perry called the meeting to order at 6:01 p.m.

1. Roll Call

Trustees Present: Jonathan Brusco, Kent Child, Mark Dover, Walt Glines, Rachel Perez, Lois Locci, and Laura Perry

Dr. Kathleen Rose, Superintendent/President  
Kathleen Moberg, Vice President, Student Services  
Dr. Michele Bresso, Vice President of Academic Affairs  
Fred Harris, Vice President of Administrative Services  
Wade Ellis, Associate Vice President of Business & Security Services  
Nancy Bailey, Executive Assistant to the President

2. Comments from the Public

No comments.

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

President Laura Perry called the meeting to order at 7:10 p.m.

2. Oath of Office – Student Trustee

Laura Perry administered the Oath of Office to Daniel Chavez student trustee.

3. Roll Call

Trustees Present: Jonathan Brusco, Kent Child, Mark Dover, Walt Glines, Rachel Perez, Lois Locci, and Laura Perry and Daniel Chavez (student trustee)

Dr. Kathleen Rose, Superintendent/President  
Kathleen Moberg, Vice President, Student Services  
Fred Harris Vice President of Administrative Services  
Nikki Dequinn, President, GCFA

Board of Trustees: Tom Breen  
Laura A. Perry, Esq.

Kent Child  
Walt Glines

Mark Dover  
Lois Locci, Ed.D.

Jonathan Brusco  
Iris Cueto



Diana Seelie, Professional Support Staff Representative  
Nancy Bailey, Executive Assistant to the President (Recorder)

Others in Attendance: Jan Bernstein Chargin, Wade Ellis, Ken Wagman, Bobbi Jo Palmer, Ron Hannon, Eduardo Cervantes, Shari Gratke and Steve Sowa

4. Pledge of Allegiance

The Pledge of Allegiance was led by Laura Perry.

5. Report of any Action Taken in Closed Session

Laura Perry reported that no action was taken in closed session.

6. Approval of Agenda

MSC (W. Glines/M. Dover) to approve the agenda with the removal of Item III.1.n, "Subcontract between Gavilan College and Cabrillo College for Strong Workforce Regional Funding".

Vote:

7 Ayes: Jonathan Brusco, Kent Child, Mark Dover, Walt Glines, Rachel Perez, Lois Locci, and Laura Perry (Daniel Chavez – student trustee) to approve.

0 Noes

7. Consent Agenda

(a) Regular Meeting of the Board of Trustees minutes, May 9, 2017

(b) Personnel Actions

(c) Warrants and electronic transfers drawn on District Funds

(d) Payroll Warrants drawn on District Funds

(e) Purchase Order Ratification

(f) Ratification of Agreements

(g) Budget Adjustments

(h) Monthly Financial Report

MSC (W. Glines/J. Brusco) to approve.

Vote:

7 Ayes: Jonathan Brusco, Kent Child, Mark Dover, Walt Glines, Rachel Perez, Lois Locci, and Laura Perry (Daniel Chavez – student trustee) to approve.

0 Noes

8. Comments from the Public

Ken Wagman – acknowledged and welcomed student trustee Daniel Chavez and new Academic Senate President Nikki Dequinn. He said faculty are looking forward to summer school and the fall semester.

9. Officers' Reports

(a) Vice Presidents

Fred Harris – reported on facility items. Coyote Valley landscaping is being finalized along with the fencing. He received the application to review for the Incidental Take Permit for phase 2 and added that it will take a couple of years to go through regulatory agencies. He said the relocation and expansion of the motorcycle program at Coyote Valley has been negotiated. Fred Harris said demolition of the gym floor and bleachers is complete. The gym floor will be completed near the end of July. The pool replacement project is moving along and completion is expected at the end of August. The solar project is beginning this month. Negotiations will take place for a battery backup system to maximize the output and offset

the electric usage. Fred Harris will be meeting with the bond campaign consultant and will bring related information to the board. He said the Marguerite Maze Middle School labs in Hollister have been leased for classroom use. Fred Harris reported that 2 bids have been received for the athletic fields' project and is an action agenda item. A bid protest was received and a rejection of the claim was sent by the district.

Kathleen Moberg – reported that student services' staff have returned to the renovated student center building and said that financial aid and admissions and records departments continue to share space. Welcome center space has been designated and staffed by student mentors who will greet and triage students' questions before directing them to the appropriate staff. Kathleen Moberg said cross training is taking place to better serve students at all locations.

Michele Bresso – welcomed both student trustee Daniel Chavez and Academic Senate president Nikki Dequin and looks forward to working with them. She acknowledged Nikki Dequin for showing leadership skills in department chair meetings and being a "fearless" voice for students. Michele Bresso reported that faculty identified some potential safety concerns in utilizing Marguerite Maze Middle School for bio labs due to chemical storage. Based on those concerns, the middle school lab will be used by ecology classes. The use of San Benito High School bio labs is being investigated. Michele Bresso thanked Dean Fran Lozano and department faculty. She also reported that ACCJC completed their site visit related to the substantive change reports at both San Martin Airport and Coyote Valley. Michele Bresso highlighted the work of technology librarian Dana Young as she traveled with "Librarians without Borders" to Guatemala to provide books for a small library.

(b) College President

Kathleen Rose said she was pleased to have both Daniel Chavez and Nikki Dequin sit at the board's table. She thanked everyone for working together to make commencement a memorable event. Kathleen Rose reported on her recent professional development opportunities at the New York Times Higher Education Forum and the CEO Leadership Academy held by the Community College League of California. She was inspired by speakers and topics discussed and will share the ideas and practices. She acknowledged Gavilan's Board of Trustees for their dedication and commitment to their communities and students. She reported that retreats will be held over the summer for the Board of Trustees (July 22<sup>nd</sup>), Leadership Council, and also cabinet.

(c) Academic Senate

Nikki Dequin read a message from past president Arturo Rosette

(d) Professional Support Staff

No report

(e) Student Representative

Daniel Chavez reported that he attended the Facilities' Committee Ad Hoc signage committee meeting. He said he was going to promote ASGC accountability. He is planning to attend the Silicon Valley Leadership Conference and also the CCLC Student Trustee workshop.

(f) Board Member Comments – Trustees welcomed student trustee Daniel Chavez and Academic Senate president Nikki Dequin.

Rachel Perez – attended several events including a LULAC meeting, the EOPS and CALworks Recognition ceremony, the Staff Recognition Dinner, the Financial Aids awards ceremony, and the graduation ceremony. She acknowledged the speakers at graduation.

Rachel Perez helped chair the Latino Advisory Committee (LAC) at the college and thanked Dr. Peter Wruck for the data presentation. She said a mission statement and objectives were adopted by the LAC with bylaws being created by a subcommittee. Rachel Perez attended a Guided Pathways meeting. She and her husband visited Machu Picchu.

Mark Dover – said the graduation ceremony in May was one of his favorites and acknowledged staff for doing a great job. He also thanked Admissions & Records and Counseling for providing great customer service to potential students. Mark Dover said Kathleen Rose had a great first year as president and thanked her for traveling to attend forums and conferences and bringing that information back to Gavilan.

Jonathan Brusco – and his wife welcomed new baby Isabella into their family. He said graduation was amazing and was touched by Honorary Degree recipient Cecilia Ponzini. He said he is noticing the marketing efforts of the college and said it was a positive step.

Kent Child – attended a memorial service for retired faculty member Jerry Flook and attended the staff recognition dinner.

Walt Glines – said graduation and the speakers' messages were fantastic. He did think that other options should be considered for the graduation venue in subsequent years. He recognized the GECA seniors for receiving \$1.6 million in scholarships. Walt Glines announced that the 2017 CCLC convention will be held in San Jose in November. He requested an update on the remedial course program at Gavilan.

Lois Locci – reported on GECA's scholarship ceremony. She thanked PIO Jan Chargin for the increase in Gavilan articles on the benitolink.com website.

(g) Board President

Laura Perry attended the Staff Recognition Dinner. She received many compliments from the public on the graduation ceremony and thanked staff for their hard work. Laura Perry enjoyed seeing Cecilia Ponzini's "joy" in receiving Gavilan's Honorary Degree. She congratulated Jonathan and Julie Brusco on the birth of their daughter.

10. Board Committee Reports

Kent Child reported that the Policy Subcommittee's meeting reviewed Chapter 3, General Institution, board policies and administrative procedures. He said the goal is to complete a review of the remaining 4 chapters in the academic 2017/18 year.

Mark Dover reported on the Facilities Subcommittee which met to review the bid received on the last Measure E bond project, the Athletic Fields Upgrade. He said it was a difficult meeting as the bid came in \$2.5 million over the budget amount meaning not all the projects could be completed. Mark Dover said students and staff have been waiting a long time for improvements in the fields. He said the committee's recommendation will be to move forward with the bid but with the elimination of the football and track fields. Mark Dover said infrastructure and DSA requirements will be completed for all projects; the turf installation will not be done. The eliminated portion of the project will be rebid in a couple of years while looking for alternative funding. Jonathan Brusco expressed his displeasure with the bidding environment for public agencies.

11. Information/Staff Reports

(a) Transferring Students Reports

Michele Bresso presented data indicating an overall increase within a 10 year span of transfers of 35%. She said the highest growth has been transfers to the California state university system colleges. Trends indicate Latino transfers to CSU's are up about 60% in the 10 year span. Michele Bresso said efforts will continue to build the transfer

program to help move our students toward completion in a timely manner. She said all of the data is available on Gavilan's website.

- (b) President's Honor Roll, Fall 2016 and Dean's List, Fall  
Kathleen Rose said scholarship is an important part of the college and wanted to share this special recognition with the board.
- (c) Institutional Effectiveness Partnership Initiative (IEPI)  
Michele Bresso presented this annual report which is a requirement to receive Student Success and Support Program funding. The report provides the district's progress on goals with pre-established indicators. She said this report will be shared with the Gavilan community to build dialog on how we can make improvements.

### III. ACTION ITEMS

#### 1. New Business

##### (a) Curriculum

MSC (W. Glines/M. Dover)

Discussion: included a brief description of the curriculum approval process and when courses are offered.

Vote:

7 Ayes: Jonathan Brusco, Kent Child, Mark Dover, Walt Glines, Rachel Perez, Lois Locci, and Laura Perry (Daniel Chavez – student trustee) to approve.

0 Noes

##### (b) Instructional Material Fees

MSC (W. Glines/M. Dover)

7 Ayes: Jonathan Brusco, Kent Child, Mark Dover, Walt Glines, Rachel Perez, Lois Locci, and Laura Perry (Daniel Chavez – student trustee) to approve.

0 Noes

##### (c) 2019-23 Five Year Capital Construction Plan

Discussion: Fred Harris identified a change in the priorities on the capital planning list. The plan will list the San Benito County Center as priority 3. He explained this is an annual submission and that state priority is based on a percentage of local funding.

MSC (W. Glines/M. Dover)

Vote:

7 Ayes: Jonathan Brusco, Kent Child, Mark Dover, Walt Glines, Rachel Perez, Lois Locci, and Laura Perry (Daniel Chavez – student trustee) to approve.

0 Noes

##### (d) 2020-21 State Capital Outlay Initial Project Proposals, Resolution No. 1023

Discussion: Fred Harris identified an error on the agenda documents. IPP's for the "San Benito County Center" and the "Coyote Valley – Phase II Site Development" should be included in Resolution No. 1023 in the header and 2 places in the content of the resolution. These corrections will be made. The resolution will also be amended as follows: RESOLVED that the President/Superintendent and/or his-her designee..."

MS (W. Glines/D. Chavez)

Amended MS (W. Glines/M. Dover) to approve with corrections.

Vote:

7 Ayes: Jonathan Brusco, Kent Child, Mark Dover, Walt Glines, Rachel Perez, Lois Locci, and Laura Perry (Daniel Chavez – student trustee) to approve.

0 Noes

(e) FY 2017 – 18 Tentative Budget

MS (W. Glines/M. Dover)

Discussion: Wade Ellis gave an overview of the 2017-18 tentative state budget and said that categorical program funding remains constant. However, he said the state budget is being changed daily. Wade Ellis said the finalized budget will be provided in September and that the tentative budget allows the district to operate until that time. He reported a state COLA of 1.56% to the college is \$436,657. He discussed the state's formula for growth calculations and how it doesn't work for high cost of living areas. Gavilan will be receiving .50% or \$119,180. Wade Ellis said the schedule of resources to operate next year will be slightly less than the current year. He noted some of the budget challenges for long-range planning include increased PERS/STRS rates, salary increases, restricted funding and the effects of bargaining agreements. Wade Ellis said the district is expected to get out of stability when reaching 5300 FTES. When asked, Wade Ellis said the projected ending balance for FY17-18 is \$3,967,604 (11.59%) which is based on an estimated ending balance for FY16/17. He thanked the college Budget Committee for their service.

Vote:

7 Ayes: Jonathan Brusco, Kent Child, Mark Dover, Walt Glines, Rachel Perez, Lois Locci, and Laura Perry (Daniel Chavez – student trustee) to approve.  
0 Noes

(f) Appropriations Limit for FY 2017/18, Resolution No. 1024

MSC (K. Child/M. Dover) to approve.

Vote:

7 Ayes: Jonathan Brusco, Kent Child, Mark Dover, Walt Glines, Rachel Perez, Lois Locci, and Laura Perry (Daniel Chavez – student trustee) to approve.  
0 Noes

(g) Employment Agreement – Superintendent/President

MSC (J. Brusco/W. Glines) to approve.

Vote:

7 Ayes: Jonathan Brusco, Kent Child, Mark Dover, Walt Glines, Rachel Perez, Lois Locci, and Laura Perry (Daniel Chavez – student trustee) to approve.  
0 Noes

(h) Ratification of CSEA Classification and Compensation Agreement

MSC (W. Glines/M. Dover) to approve.

Vote:

7 Ayes: Jonathan Brusco, Kent Child, Mark Dover, Walt Glines, Rachel Perez, Lois Locci, and Laura Perry (Daniel Chavez – student trustee) to approve.  
0 Noes

(i) Equal Employment Opportunity (EEO) Fund Certification Form

Discussion: Rachel Perez suggested that we look into other methods such as “Grow-Your-Own program”.

MS (J. Brusco/L. Locci) to approve.

Vote:

7 Ayes: Jonathan Brusco, Kent Child, Mark Dover, Walt Glines, Rachel Perez, Lois Locci, and Laura Perry (Daniel Chavez – student trustee) to approve.  
0 Noes

- (j) Land Lease Agreement between County of Santa Clara, State of California, by and between Gavilan College Lessor and the Gilroy Garlic Festival Association.  
MSC (W. Glines/L. Locci) to approve.  
Vote:  
7 Ayes: Jonathan Brusco, Kent Child, Mark Dover, Walt Glines, Rachel Perez, Lois Locci, and Laura Perry (Daniel Chavez – student trustee) to approve.  
0 Noes
- (k) Amended Lease Term Extension for Briggs Building with City of Hollister  
MSC (K. Child/W. Glines) to approve.  
Vote:  
7 Ayes: Jonathan Brusco, Kent Child, Mark Dover, Walt Glines, Rachel Perez, Lois Locci, and Laura Perry (Daniel Chavez– student trustee) to approve.  
0 Noes
- (l) Notice of Completion for the Coyote Valley, Low Voltage Package  
MSC (J. Brusco/W. Glines) to approve.  
Vote:  
7 Ayes: Jonathan Brusco, Kent Child, Mark Dover, Walt Glines, Rachel Perez, Lois Locci, and Laura Perry (Daniel Chavez – student trustee) to approve.  
0 Noes
- (m) Student Center Seismic Upgrade, Change Order #3  
MSC (W. Glines/M. Dover) to approve.  
Vote:  
7 Ayes: Jonathan Brusco, Kent Child, Mark Dover, Walt Glines, Rachel Perez, Lois Locci, and Laura Perry (Daniel Chavez – student trustee) to approve.  
0 Noes
- (n) Subcontract between Gavilan College and Cabrillo College for SWP Regional Funding  
***Item removed from agenda; see Item 6.***
- (o) Establish Self-Insurance Fund, Resolution No. 1025  
MSC (M. Dover/K. Child) to approve.  
Vote:  
7 Ayes: Jonathan Brusco, Kent Child, Mark Dover, Walt Glines, Rachel Perez, Lois Locci, and Laura Perry (Daniel Chavez – student trustee) to approve.  
0 Noes
- (p) Consider and Accept Bid for the Athletic Fields Upgrade Project  
MS (W. Glines/M. Dover) to approve.  
Discussion included concerns for the financial impact of the high bid and the delay of the football field project. Daniel Chavez supported moving ahead on the bid for the purpose of improving the facilities for the students. Kathleen Rose said the bid overage of \$2.4 million has resulted in difficult discussions and decisions as she supports both the athletics and kinesiology departments. She said Bobbi Jo Palmer assisted her in drafting a letter to the Gavilan College Educational Foundation board presenting the project as an opportunity to raise some funds from the community.

Fred Harris clarified that approval of this item would be for the entire bid amount of \$9,412,000 and that a July board item will address deductive alternates to the project.

Vote:

7 Ayes: Jonathan Brusco, Kent Child, Mark Dover, Walt Glines, Rachel Perez, Lois Locci, and Laura Perry (Daniel Chavez – student trustee) to approve.

0 Noes

IV. CLOSING ITEMS

1. The next regularly scheduled Board meeting is July 11, 2017, GECA Multi-Purpose, Gilroy Campus.
2. Adjournment – The meeting was adjourned at 9:02 p.m.