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Dr. Steven M. Kinsella, DBA, CPA, Superintendent/President

GAVILAN JOINT COMMUNITY COLLEGE DISTRICT
REGULAR MEETING, BOARD OF TRUSTEES

Tuesday, February 10, 2015

Gavilan College

5055 Santa Teresa Blvd., Gilroy, CA 95020

Student Center, North/South Lounges

CLOSED SESSION – 6:00 p.m. OPEN SESSION – 7:00 p.m.

CORRECTED MINUTES

I. CALL TO ORDER 6:00 p.m.

Trustee Walt Glines called the meeting to order at 6:12 p.m.

1. Roll Call

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

2. Comments from the Public

No Comments from the public.

3. Recess to Closed Session

The Board recessed to closed session at 6:15 p.m.

II. OPEN SESSION 7:00 p.m.

1. Call to Order

Walt Glines called the meeting to order at 7:08 p.m.

2. Roll Call

Trustees: 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 Seelie, Professional Staff

Nancy Bailey, Recorder

Others in Attendance: Susan Alonzo, Shawn Mulcare, Alan Heinzen, Majney Snake, Kris Madison, Herb Spenner, Priscilla Ahmed, Mayra Pedrore, Pat Henrickson, Lenora Lopez, Adrian Lopez, David Didenti, Tim Holliday, Joey Hayes, Kathryn Turner, Erick Davidson, Anne Ratto, Dr. Colette **Marie McLaughlin**, Veronica Martinez, Susan Sweeney, Ron Hannon, Fran Lozano, Ana Garcia, Julian Kearns, Roquelina C. Guerrero, and Wade Ellis

3. Pledge of Allegiance

The Pledge of Allegiance was led by Dr. Lois Locci.

4. Report of any Action Taken in Closed Session

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

Kent Child
Walt Glines
Gabriel Sawyer, Student Trustee

Jonathan Brusco
Lois Locci, Ed.D.

Mark Dover



No reportable action took place in closed session.

5. Approval of Agenda
MSC (G. Sawyer/J. Brusco) 6 ayes, 0 nays, Student Trustee, aye to approve
6. Consent Agenda
 - (a) Regular Board Meeting Minutes, January 13, 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
 - (h) Retiree Health Benefit Trust Investment Portfolio Status as of December 31, 2014
MSC (L. Perry/K. Child) 6 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.
Alan Heinzen, former president of Heinzen Manufacturing, Inc. in Gilroy spoke about the Solidworks program at Gavilan that was cancelled spring semester due to low enrollment. His business had several employees enrolled in the class as that skill is utilized by their company along with AutoCad and drafting. He said the skills are needed both locally and in Silicon Valley. Mr. Heinzen said starting at the 7th grade a pathway can be created to Gavilan's program. He asked that the Board consider starting the class again, offered his involvement, and recommended that Gavilan market the program to industry for support. He suggested this as a future Board agenda item. Mr. Heinzen said that before cancelling a class that in the future, the college should ask for local support.

Majney Snake is a student from the Solidworks cancelled class. She said she has two (2) semesters remaining to receive a degree and two (2) of the classes she needs have been cancelled. She said she receives financial aid and cannot afford to attend another college. She is hopeful that she can finish at Gavilan and the classes will be available next semester.

Erick Davidson is an engineering manager at Heinzen Manufacturing, Inc. He said the company has 25 employees that use solid modeling and computer drafting on a daily basis. He stated that it is difficult to find qualified local talent with that skill set. He said some of their employees have come to Gavilan to update their skills. In addition, two (2) employees are seeking to learn new skills. One is attending Hartnell and the other is uncertain as to where to attend since Gavilan's program is uncertain. He said there is a need in the community for this technical skill training.

Priscella Ahmed is the Vice President of Clubs for ASB. She addressed the need for a student activities director and said it is a vital and necessary position. She said that ASB has not seen a recruitment for this position. ASB leadership has been carrying an extra work load due to the absence of a student activities director. She added that they are busy students that work, take full class loads and have family needs.

Dr. Colette Marie McLaughlin is a part time instructor at Gavilan. She said she performs department chair activities such as developing, revising, and updating curriculum. She shared her educational background and experience. She told the Board it was their duty to tell administration to start working with her. She referred to 3-4 years of the administration ignoring everything she writes including asking for help when her program was in trouble and

having meetings scheduled when she could not attend. Dr. McLaughlin said she spent her life getting educated and developing skills and she loves her job. It bothers her that thousands of her emails get no responses and that her curriculum changes get rejected. Her students do get jobs and are successful. She said she knows how to take students' skills and help them to do something better. She said this program is exceptionally important to the college. She feels the cancellation of her classes is a systematic destruction of her program.

Tim Holliday from "Habits of Mind" referred to an event last semester called "How do we Wheel?" The event was an eye opening tour of the campus in a wheel chair. He said they will repeat the event on March 12th and he invited the Board members to attend.

Mr. Holliday said he is a graphic design student and he feels the courses substituted for the cancelled classes do not meet the criteria of Solidworks. He said last year Dr. McLaughlin submitted posters to the state fair on behalf of her students and both received awards. He feels this is an important program that needs to continue.

Trustee Walt Glines thanked everyone for their comments and said they have been heard and the Board is listening. He reminded everyone that the Board is precluded from responding to items not on the agenda.

8. Officers' Reports

(a) Vice Presidents

Kathleen Moberg – reported that SSSP and Equity funded expenditures will be extended to December. She said the funding has been used for launching a new orientation class, for new books reserved in the library, and book vouchers for veterans, categorical and ESL students. She said they continue to look for appropriate expenditures.

Dr. Kathleen Rose – reported on enrollment and class cancelations. She reviewed the process used in reducing the spring class schedule by 29 sections. She said the same criteria were used last semester. The criteria are program balance, program requirements, and completion of degrees and certificates. Dr. Rose said Gavilan's enrollment is still up and an analysis is being done. Dr. Rose said that Gavilan does not offer an engineering major but does offer an Associate's Degree for transfer major in Physics and an Associate's Degree for transfer major in Mathematics.

Fred Harris – said he did a "Mindfulness" presentation for Jessica Hooper's class. He said it was a pleasure to meet the students and share with them.

(b) College President – no report.

(c) Academic Senate

Bea Lawn reported that new senate members received a primer on roles, parliamentary procedures and Brown Act provisions. She said they worked on 2015 goals focusing on narrow and measureable goals consistent with faculty interests and concerns. Bea Lawn said a proposal for a Learning Commons was submitted but not yet discussed. She said it poses a new way of integrating instruction with student services and accommodates different kinds of learning activities.

(d) Professional Support Staff

Diane Seelie said Lucy Olivares will be attending future Board meetings as the Professional Support Staff representative.

(e) Student Representative

Gabriel Sawyer reported that he attended the Trustee Orientation Workshop held by the Community College League. He said Gavilan's image is something we all need to focus on. The Gavilan College Faculty Association invited him as a guest to attend the March on March in Sacramento to learn more about issues that touch faculty. He said he may be a speaker there on the topic of "students as a statistic". Gabriel Sawyer said he had a meeting with Fran Lozano, Sabrina Lawrence, and others at a Distance Education Committee meeting. He promoted a support program that would benefit students and faculty. Its focus is establishing a student support internship program in which student design teams would work on improving faculty learning material for online and hybrid courses. He said this may improve learning outcomes and better utilize faculty time. Gabriel Sawyer also said that working together will bring better results. He felt the public comments reflect a lack of collaboration. He said every faction of the college is responsible for doing their part. He said collaboration is important for a rural college to be successful. He cited a personal example of not getting the support he needed.

(f) Board Member Comments

Laura Perry – reported that she and Dr. Kinsella participated in Education Day for the Morgan Hill Leadership class. She said she and Trustee Glines attended the Gilroy Chamber of Commerce dinner at San Juan Oaks. Laura Perry said it was an excellent opportunity to hear what others have to say about Gavilan and answer questions. She said it reflected a positive Gavilan image.

Lois Locci- said she is in training with the trustees. She attended the 3-day Trustee Orientation Workshop.

Kent Child – attended Gavilan's trustee orientation. He expressed appreciation for the detailed information presented by the President and Vice Presidents. Kent Child also met with an informal Gavilan retiree group.

(g) Board President

Walt Glines said he attended the Gilroy Chamber dinner at San Juan Oaks, the Gavilan trustee orientation, in addition to attending the Trustee Orientation Workshop. The annual Board workshop will be held on February 21 from 9:00 a.m. – 1:00 p.m. Agenda items will include goals and objectives.

9. Board Committee Reports

Mark Dover reported on the Facilities Utilization Committee meeting held prior to the board meeting. He said highlights included resolution on the use of the golf course property, a conceptual design of the San Martin project, and updates on the Coyote Valley and San Benito properties. The Physical Education (PE) building renovation was discussed with a preliminary consensus on what direction to take to provide positive changes for the students with the funding available. Mark Dover said the PE building renovation plan will be placed on a future agenda for action.

10. Information/Staff Reports

(a) Employees of the Month

Veronica Martinez, December Employee of the Month, is the Director of Financial Aid and has been implementing an assortment of new policies and procedures to ensure that students receive their financial aid funds before the start of each term. Veronica and her staff worked tirelessly to develop a protocol to use when determining student eligibility for financial aid and have significantly lowered the student default ratio. Veronica has procured training and support for her staff that serves veterans. She is not afraid to roll up her sleeves and get involved in projects.

Joanie Benevento, January Employee of the Month, is a go-getter and always has a warm and friendly greeting for anyone she comes across. She is a wealth of knowledge and information and if she doesn't have an answer she does the research and responds quickly. Joanie is a part-time employee but many people don't know because she provides such as excellent customer service to all three campuses. She is willing to do whatever needs to be done.

(b) Accreditation Follow up Report

Dr. Kathleen Rose presented the 2nd draft follow up report required by the ACCJC to show evidence of continuous improvement on the accreditation team recommendations. It focuses primarily on the improvement objectives and what the college has done to achieve them since July. The report demonstrates continuous work including faculty discussions on PLO and SLO engagement and also in distance education. Dr. Rose said the draft document has been posted on the intranet for comment and edits and will also be discussed with the Academic Senate. She said the complete report with evidence and attachments will be presented to the Board in March.

Dr. Colette Marie McLaughlin – stated that she has not been included in the process of continuing improvement on the accrediting team recommendations. She has many emails which she will share with the ACCJC and the media because she thinks what is going on is very serious. She said that the report states collaboration yet she was not included and she has the expertise to teach the courses. She said the report states there is a process with the instructional agreement committee. She said last week she was denied having a meeting. The Learning Council has rejected her concerns about working with the students to achieve their SLOs. She said there is a big problem with the district working with faculty which was the accrediting team's concern. She said the report being prepared for submission is false.

III. ACTION ITEM

1. Old Business

(a) Sabbatical Leave Requests

Dr. Rose reported that sabbatical leave requests are submitted to the Faculty Development Committee, reviewed, and then recommended to President's Council and then administration. Dr. Arturo Rosette's proposal is submitted for Board consideration for the Fall 2015 semester. Jonathan Brusco and Kent Child stated Dr. Rosette's proposal was very well prepared.

MSC (K. Child/G. Sawyer) 6 ayes, 0 nays, Student Trustee, aye to approve

(b) Approval of Associated Student Body Name Change

MSC (J. Brusco/L. Perry) 6 ayes, 0 nays, Student Trustee, aye to approve

(c) Reconfiguration of a portion of the Child Development Center

MS (G. Sawyer/L. Perry)

Fred Harris said this proposal has developed over time. He said the portion of the Child Development Center (CDC) that was used for the infant/toddler program has been redesigned and reconfigured for staff members that are currently housed in inadequate space. He said the infant/toddler childcare program no longer exists.

Discussion: Mayra Pedrore - asked the Board to reconsider the reconfiguration of the CDC. She said students use the space to study and join with other students to discuss what they've learned. She wants to preserve the integrity of the program.

Rocquelina Guerrero - asked the Board to reconsider the action. Her concern is for the safety of the children. She commended Pat Henrickson and Susan Alonzo for working with the parents and making space for them to meet with their children and feel safe. She asked that another location be found for the staff offices.

Lenora Lopez - said this is her last semester. She said the child development program is great at Gavilan. She said she has a child in the CDC and safety is a concern for her. She asked the Board to consider the impact they have on children with this decision.

Priscella Ahmed - said she has a child in the Center and asked the Board to reconsider their decision. She said she has concerns with safety. She said the space is used for studying, parents use it, and child development majors use it along with their friends. She said it's also used for CDC events.

Gabriel Sawyer - said we don't really know the impact this will have on the children. We need to provide them with every opportunity for success. He offered to attend a meeting with Dr. Rose along with CDC staff to begin collaboration. He asked that the decision be delayed.

Mark Dover noted that the CDC reconfiguration proposal had been discussed with the CDC staff, faculty, the Health, Safety, Facility and Grounds Committee, and President's Council. He asked Fred Harris what the general consensus and feedback was from those groups. Fred Harris said there was discussion and interest in the item and all bodies agreed to move it forward for approval.

Kent Child provided history on the CDC which started in the library. He said that worked well. He said the current building has never met its capacity even with the efforts of dedicated responsible individuals. Kent Child said it has never had enough enrollments to justify the expense of operating it. He said the child development educational program has grown over the years without an "in house" child care center. He said the CDC has a wonderful child care program and great staff but it is too costly for the current enrollment of 18 children and not sustainable. He said the district cannot continue to use taxpayer funds to care for the 18 children. Kent Child said these are the issues that are being addressed. He said the child development educational program will continue to be in the building.

Gabriel Sawyer said that collaboration is needed to find a solution that meets everyone's needs. He said a couple of months are needed for that.

Mark Dover said this adjustment may be what saves the child care program. He added that a separate entrance will be used for staff offices.

Walt Glines reminded everyone that the space being reconfigured was underutilized and not a part of the current child care program. He said the space was identified two years ago during a campus space inventory. The district needs to find space for staff housed in portables and buildings that are too old.

Bea Lawn reminded the Board of the senate resolution related to this item last year. The concerns of the full time faculty member in child development were not being invited to

discussions on the center reconfiguration. Walt Glines responded that documentation presented at that same time indicated that faculty and staff were involved at the beginning of the discussions.

Gabriel Sawyer asked for a motion to table the vote until the April board meeting. No second to the motion.

Vote: 6 ayes, 0 nays; 1 nay from student trustee to approve

2. New Business

(a) Consider Letter of Support for Revised Panoche Valley Solar Project MSC (M. Dover/G. Sawyer)

Dr. Kinsella introduced the community requested agenda item. Sergio Sanchez representing Panoche Valley Solar Project spoke about the revised project which will produce 247 MW, provide economic benefits such as generating tax and fee revenue to San Benito County and employ 500 construction workers directly. Mr. Sanchez said they estimate over 1000 direct, indirect and induced jobs. The Project was revised to include over 24,000 acres of mitigation land including migration corridors for several protected species.

Mr. Sanchez invited Gavilan to participate in the project at all levels and mentioned public relations, job information, union apprenticeship programs, and research and training opportunities.

Discussion: Mark Dover and Walt Glines asked about the number of jobs that would go to San Benito County residents. Mr. Sanchez said the development agreement provides for a majority of the positions going to qualified residents. He said they will be recruiting within the County. Jonathan Brusco asked what Gavilan could do to help residents become qualified for the permanent positions. Dr. Kinsella said there is the option of contract community education courses or if it is an ongoing need an instructional program can be created. However, when developing programs a consistent pipeline of students must exist. Mr. Sanchez said the need for training and opportunities for green jobs exists. Jonathan Brusco said a partnership in alternative energy job training could be very valuable; although it may not be timely for this particular project. Gabriel Sawyer agreed. Kent Child noted that Cabrillo does have an established solar energy program. Mark Dover shared Trustee Tom Breen's support of this project in his absence. Walt Glines added that the Project does have opposition in San Benito County.

Vote: 5 ayes, 1 nay (W. Glines), Student Trustee, aye to approve

(b) Faculty Contracts – Continuing Tenure

MSC (L. Perry/M. Dover) 6 ayes, 0 nays, Student Trustee, aye to approve

(c) Faculty Contracts – Completed Tenure

Dr. Kathleen Rose and Sherrean Carr introduced the three faculty members forwarded for tenure consideration. They are Patricia Henrickson, Julian Kearns, and Herb Spenner. MSC (M. Dover/L. Perry) 6 ayes, 0 nays, Student Trustee, aye to approve

(d) Resolution No. 985 in Support of Changes to Community College Funding to Include Differential Funding for High Cost Career Technical Education MS (G. Sawyer/L. Perry)

Discussion: Dr. Colette **Marie McLaughlin** – reviewed that Career Technical Education is important in building the future of our students. She said that Gavilan has not demonstrated in actions what is reflected in the resolution. She said that by approving the resolution, the Board would be defrauding the people. Dr. McLaughlin said that data and action is needed.

David Didenti – said that more high technology classes are needed and he was hopeful that the resolution would provide funds for that.

Walt Glines said the resolution was prepared because the high cost of providing some career technical classes was not fully funded by the state. Cabrillo initiated the discussion and Gavilan is supporting this common issue.

Roll Call Vote: 6 ayes: Jonathan Brusco, Kent Child, Mark Dover, Lois Locci, Laura Perry, and Walt Glines, 0 nays, Student Trustee Gabriel Sawyer, advisory vote of aye to approve

(e) Quarterly Financial Status Report, CCFS 311Q at December 31, 2014
MSC (M. Dover/L. Perry) 6 ayes, 0 nays, Student Trustee, aye to approve

(f) Measure E Bond Quarterly Financial Status Report at December 31, 2014
MSC (L. Perry/ M. Dover) 6 ayes, 0 nays, Student Trustee, aye to approve

(g) FY 2013-2014 Annual District Audit Report
Kathryn Turner, Crowe Horwath LLP, reported a significant deficiency in capitalizing construction costs and also four (4) payroll charges that were incorrectly coded as complying with the 50% Law. Both of these are being corrected by management.

MSC (M. Dover/L. Perry) 6 ayes, 0 nays, Student Trustee, aye to approve

(h) FY 2013-2014 Measure E General Obligation Bond Audit Reports
Kathryn Turner, Crowe Horwath LLP, reported that it is a clean, unmodified opinion. There were no management comments or findings representing reportable conditions, material weaknesses, or instances of noncompliance to the audit.

MSC (M. Dover/G. Sawyer) 6 ayes, 0 nays, Student Trustee, aye to approve

(i) FY 2013-2014 Foundation Audit Report
Kathryn Turner, Crowe Horwath LLP, reported that it is a clean, unmodified opinion. There were no management comments or findings representing reportable conditions, material weaknesses, or instances of noncompliance to the audit.

MSC (L. Perry/G. Sawyer) 6 ayes, 0 nays, Student Trustee, aye to approve

(j) Child Development Contract #CSPP-4530, Amendment #02, Program Type: California State Preschool Program, Project Number 43-6947-00-4 and Resolution No. 984
MS (L. Perry/M. Dover)

Roll Call Vote: 6 ayes: Jonathan Brusco, Kent Child, Mark Dover, Lois Locci, Laura Perry, and Walt Glines, 0 nays, Student Trustee Gabriel Sawyer, advisory vote of aye to approve

(k) Three Year Extension of Constellation NewEnergy Contract
MSC (G. Sawyer/K. Child) 6 ayes, 0 nays, Student Trustee, aye to approve

(l) Addendum to the Final Environmental Impact Report to the Gavilan College – Coyote Valley Campus Project
MSC (G. Sawyer/L. Perry) 6 ayes, 0 nays, Student Trustee, aye to approve

(m) Application for consideration of Participating Special Entity (PSE) status under the Santa Clara Valley Habitat Conservation Plan/Natural Community Conservation Plan (SCVHP) for the Gavilan College Coyote Valley Campus Phase I Project, located in the City of San Jose, Santa Clara County, California
MSC (J. Brusco/G. Sawyer) 6 ayes, 0 nays, Student Trustee, aye to approve

(n) Approval of Golf Course Management Agreement
Fred Harris reported that after a nonresponsive RFP process was concluded, an agreement was developed with the current management, Gavilan Golf Course, Inc. The agreement provides for a reduction in district costs over five (5) years.

MSC (L. Perry/G. Sawyer) 6 ayes, 0 nays, Student Trustee, nay. Approved.

(o) Capital Project Change Order
MSC (M. Dover/G. Sawyer) 6 ayes, 0 nays, Student Trustee, aye to approve

IV. CLOSING ITEMS

1. The next regularly scheduled Board meeting is Tuesday, March 10, 2015, Gilroy Campus, North/South Lounge.
2. Adjournment
The meeting was adjourned by consensus at 9:49 p.m.