



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, January 9, 2018

Gavilan College, Student Center, North Lounge
5055 Santa Teresa Blvd, Gilroy, CA 95023

MINUTES

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

Trustee Jonathan Brusco called the meeting to order at 6:01 p.m.

1. Roll Call

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

Dr. Kathleen Rose, Superintendent/President
Kathleen Moberg, Vice President, Student Services
Fred Harris, Vice President of Administrative Services
Wade Ellis, Associate Vice President of Business & Security Services
Dr. Eric Ramones, Associate Vice President of Human Resources & Labor Relations
Susan Peterson, Administrative Assistant to the President

2. Comments from the Public

None

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

President Jonathan Brusco called the meeting to order at 7:00 p.m.

2. Roll Call

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

Kathleen Rose, Superintendent/President
Kathleen Moberg, Vice President, Student Services
Fred Harris, Vice President of Administrative Services
Diane Seelie, Professional Support Staff Representative
Susan Peterson, Administrative Assistant to the President (Recorder)

Others in Attendance: Bobbi Jo Palmer, Wade Ellis, Jan Bernstein Chargin, Fran Lozano, Peter Wruck, Eric Ramones, Ron Hannon, Randy Brown, Nikki Dequin

Board of Trustees: Jonathan Brusco
Laura A. Perry, Esq.

Kent Child
Lois Locci, Ed.D.

Mark Dover
Rachel Perez

Walt Glines
Daniel Chavez



3. Pledge of Allegiance
The Pledge of Allegiance was led by Laura Perry.

4. Report of any Action Taken in Closed Session
Jonathan Brusco reported out action taken in closed session:

Item #4 PUBLIC EMPLOYEE RELEASE – Closed session pursuant to Government Code Section 54957.6 – Acceptance of resignation pursuant to written resignation agreement.

The Board voted unanimously in closed session to accept the resignation of the Vice President of Academic Affairs and ratify the Resignation Agreement.

Vote: 7 Ayes: Jonathan Brusco, Kent Child, Mark Dover, Walt Glines, Rachel Perez, Laura Perry, Lois Locci, to approve. 0 Noes

5. Approval of Agenda

MS (W. Glines/J. Brusco) to approve the agenda.

Trustee Perry requested that Action Item III.2 (c and d), FY 2016-2017 Annual District Audit Report, FY 2016-2017 Measure E General Obligation Bond Audit Reports, be moved forward on the agenda after Recognition Item II.8(a), Recognition of Service as Board President.

MSC (M. Dover/R. Perez) to approve the amended agenda.

Vote:

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

0 Noes

6. Consent Agenda

(a) Regular Meeting of the Board of Trustees minutes, December 12, 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 (L. Perry/K. Child) to approve

Vote:

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

0 Noes

7. Comments from the Public

No comments.

8. Recognition

(a) Recognition of Service as Board President

Trustee Laura Perry was recognized for her many years of service as Board President. Dr. Kathleen Rose stated that her first 18 months as College President serving with Laura Perry as the lead and as Dr. Kathleen Rose's mentor has been an exceptional experience that she is thankful for. The Board of Trustees all thanked Laura Perry for her extensive years of service as the board's acting president. The board members commented that Laura Perry serves with

grace, insight, physical stamina, as a role model from women and as a woman of substance and integrity.

ACTION ITEMS III.2 (c) and (d) MOVED FORWARD ON AGENDA

(c) FY 2016 – 2017 Annual District Audit Report

MSC (M. Dover/L. Perry)

Discussion: Wade Ellis introduced Pamela Freeman, CPA from Gilbert Associates, Inc. She discussed the scope of the audits conducted such as, a full accrual statement breakdown of all the funds seen on page 57 of the Financial Statements; testing the student financial aid where all went well; state compliance with the chancellor's office; the bond audits included the Financial Statement and the performance audit under Proposition 39. The Bond audit conclusion can be viewed on page 5. All tested bond expenditures were spent in accordance with the requirement of Proposition 39. No recommendations were given. There were some findings that are listed on page 68 of the Financial Statements Audit report. FTES calculations lacked review. The District's action plan includes a new enrollment management team to mitigate future review. The Capital bonds and Credit bonds in silver were checked for nuances. The OPEB revenue calculation was revised. There were no Financial Statement audit findings. Rachael Perez questioned what follow up will take place to this audit. The follow up plan can be viewed on page 80.

Vote:

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

0 Noes

(d) FY 2016 – 2017 Measure E General Obligation Bond Audit Reports

MSC (L. Perry/K. Child)

Vote:

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

0 Noes

9. Officers' Reports

(a) Vice Presidents

Fred Harris – We are waiting to see the 2018-19 California State Governor's proposed budget. The solar project will be completed on January 19, 2018. Our IOR will send a letter to PG&E. Six months after receipt of the letter PG&E will connect the inner connection and the financial benefit will start. The battery storage will go into effect later. The project has the potential of offsetting 75% of our energy usage. The Fairview Corners revised IPaC was submitted last week based on the U.S. Fish and Wildlife Service comments. The Facilities Master Plan will go through participatory governance February and March and then to the Board. The Special Obligation Bond meeting with Stradling Attorneys at Law and TBWB Strategies will take place tomorrow. The Volleyball area will be completed the end of February coinciding with a home game. Baseball and softball will be ready for games March 22, 2018.

Kathleen Moberg – said our school nurse Alice Dufresne-Reyes has an arrangement with Costo for optometry appointments and glasses for students in need.

(b) College President

Dr. Kathleen Rose – Thanked all the staff who worked over the holiday break; and for providing a service and level of respect that others notice and appreciate. There are lots of big things happening during our Spring Semester "Year of Practice". The accreditation process will be at

the forefront. Fran Lozano will be stepping up as the interim liaison officer for the District. The writing of the ISER is continuing to portray the ongoing work we are doing as educators. The Steering Committee will be meeting in February and working on the quality focus essay, featuring Guided Pathways and beyond. 2018 is going to be a fantastic year for the College.

(c) Academic Senate

Nikki Dequin updated the board on the Academic Senate executive committee. They met during finals week and discussed goals for Spring Semester. The Guided Pathways work plan will come to the Board in February as information and in March as an action item with a March 30, 2018 State due date. A task force retreat is scheduled on January 22 to look at goals and form work groups to complete the Guided Pathways work plan.

(d) Professional Support Staff

Diana Seelie reported the CSEA new officer election results; President – Diana Seelie, Vice-President – Jillian Wilson, Treasurer – Eva Daley, Secretary – Vacant, Communication Officer – Adriana Servin, Union Steward – Michele Cortes, Angie Macedo, Tara Myers, Past President – Denise Apuzzo. The Union Stewards will be attending level 1 training on January 20 and officers training will be held on January 27 and February 3. The E Board will be installed at the upcoming meeting on January 17.

(e) Student Representative

Daniel Chavez – reported that students have been on break and the first official meeting of the Spring Semester will be held on January 17. ASGC recently held a quad clean-up day. He thanked Dr. Rose for her recent visit to the continuation schools.

(f) Board Member Reports

Mark Dover – No report.

Rachel Perez – held a Latino Advisory Committee meeting on December 20 where Dr. Rose presented the General Obligation Bond; and discussion took place concerning Latino groups and organizations that Dr. Rose could speak to regarding the Bond. The general group consensus supports the Bond. Dr. Wruck spoke to the committee about the Fall Enrollment 2017 Student Success Score Card. Discussion took place regarding if the State average is high enough and evaluating if that translates into success for our students. A question arose that was prompted by Rachel Perez's recent attendance at a CCLC Workshop in November about Latino males being a vanishing breed at the community colleges. The Advisory Committee questioned Dr. Wruck if Gavilan data confirms this. Further discussion revealed that males in general are not doing well. The discussion outcome was that the vocational programs and academic completion rates need to be looked at regarding males. Discussion also took place regarding working more with our feeder high schools to improve program collaboration. Jennifer Tomasello spoke about the DACA enrollment decrease. Rachel Perez stated that President Trump made an announcement that he wants to make DACA reform a priority.

Walt Glines – mentioned that the next Board of Trustees meeting in February will be held at the Coyote Valley Campus. He suggested attendees take Santa Teresa Boulevard North to Bailey Avenue to experience the road hazards on that route.

Kent Child –no report.

Lois Locci – No report.

Laura Perry – shared a recent experience she had concerning a young woman who wanted to attend college but felt it was financially impossible. She encouraged the woman to look into the opportunities available. There is grant monies and daycare in the surrounding communities. She discussed some of the programs that Gavilan College offers. Laura Perry concluded by encouraging everyone to seize the opportunities that open up to encourage others to attend college here at Gavilan or somewhere else.

(g) Board President

Jonathan Brusco –back to work after the holidays and two months of paternity leave. He encouraged other dads to take the opportunity to experience paternity leave. He stated that this meeting is his first as president of the board. He gave some insight as to how he came to this board, his vision and personal background. After grad school he had the opportunity of teaching at San Jose State and experiencing the first degree of separation and improving people's lives. His life goal is to use his skills and talents to better the lives of those around him. This year is a big year with lots of goals. He clarified that he represents every constituent and student. He reminded everyone that bond meeting is tomorrow. The bond has the potential to positively affect our students. He will be attending the CCLC board presidency workshop in Sacramento, and attending the Martin Luther King event in San Juan Bautista.

10. Board Committee Reports

No reports.

11. Information/Staff Reports

(a) Civic Engagement

Leah Halper presented a short student testimonial video about service learning. She conveyed that many of the students secure jobs with the agencies after participating in student learning. She invited the Board of Trustees to join the Civic Engagement Speaker's Bureau. She said that the Speaker's Bureau is a wonderful way of leveraging our Gavilan expertise throughout the community as speakers for organizations and events. The CE faculty and Library staff are constructing an archive to feature student research from Service Learning classes and projects and other locally-focused work. The civic engagement pages contain rich resources for students, faculty, staff and the community. The Civic Engagement 2018 document can be viewed in the full Board Packet. Rachel Perez commented that the service learning students are greatly valued in the communities and organizations where they are placed.

(b) Update on Student Life

Ryan Shook gave an update on the Office of Student Life. Thirty events and activities were held during 2016-17 The ASGC received a small grant that offset the cost of presenting the Hunting Ground film, Denim Day and bringing guest speakers to campus. Last Fall 20 events and activities were held. Dr. Rose held her monthly forums and Podcasts. Other events held were Transfer Day, Club Day and International Day of Peace, and the Veterans Changing of the Flags. Upcoming events include Black History Month in February celebrated with the Spoken Word, drums, food and guest speakers; and a Student Symposium in March for Women's History Month. Electronic feedback surveys have been used this year at events and student feedback has been favorable. College Hour has been encroached upon by class scheduling. This impacts roughly 500 students. The amount of campus clubs has doubled to a total of eighteen. The Computer Science Club placed second in the Silicon Valley Hack-A-Thon. The Welcome Center provides support to students with all phases of the matriculation process. The Rambassador role is returning to what the program used to be with extensive integration in the college. The Rotary has donated new uniforms for the Welcome Center. Dr. Rose thanked Ryan Shook for creating a truly special program here at Gavilan.

- (c) Update on Board of Trustees' Annual Goals, 2017 and President's Goals, 2017 - 2018
Dr. Rose discussed the Board of Trustees' Annual Goals and Superintendent/President Annual Goals 2017/2018 in preparation for the January 23 Board Meeting. Copies of last year's goals and the Superintendent/President Update 1/2/2018 were provided in preparation for drafting this year's goals and incorporation of accomplishments.

III. ACTION ITEMS

1. Old Business

- (a) Revised Annual Financial and Budget Report, CCFS 311
MSC (L. Perry/D. Chavez – student trustee)
Discussion: Wade Ellis reported that the Annual Financial and Budget Report, CCFS 311 came to the Board in December prior to the comprehensive audit. Various budget adjustments were needed to align revenues and expenditures.
Vote:
7 Ayes: Jonathan Brusco, Kent Child, Mark Dover, Walt Glines, Lois Locci, Rachel Perez, Laura Perry, (Daniel Chavez – student trustee) to approve.
0 Noes

2. New Business

- (a) GCFA Sunshine
MSC (R. Perez/K. Child)

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

- (b) FY2018 – 2019 Non-Resident Tuition and Capital Outlay Fee
MSC (K. Child/L. Perry)

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

- (c) **FY 2016 – 2017 Annual District Audit Report - Moved Forward Following 8 (a) Recognition**

- (d) **FY 2016 – 2017 Measure E General Obligation Bond Audit Report – Moved Forward following 8 (a) Recognition**

- (e) Board Representative for the County Committee Election
MSC (L. Perry/M. Dover)
Discussion: Rachel Perez volunteered to represent the Board.

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

- (f) Term Extension for Agricultural Use Leases at Coyote Valley and Fairview Corners
MSC (W. Glines/M. Dover)

Discussion: Typo extension should be 2018.

Vote:

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

0 Noes

- (g) Gymnasium Flooring and Bleachers, Change Order #5
MSC (M. Dover/L. Perry)

Vote:

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

0 Noes

- (h) Athletic Fields Upgrade Project Change Order #3
MSC (L. Perry/W. Glines)

Discussion: Fred Harris commented that the project is moving along nicely.

Vote:

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

0 Noes

- (i) Coyote Valley Educational Center Increment #1, Change Order #4
MSC (L. Perry/W. Glines)

Discussion: Fred Harris stated that this is the final change order for Coyote Valley Increment #1.

Vote:

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

0 Noes

III. CLOSING ITEMS

Dr. Kathleen Rose announced that the President's Circle brochure was mailed. The Spring Gala is scheduled for April 28.

1. The next regularly scheduled Board meeting is February 13, 2018, **Coyote Valley Site, 560 Bailey Avenue, San Jose.**
2. Adjournment – The meeting was adjourned at 8:55 p.m.