

GAVILAN JOINT COMMUNITY COLLEGE DISTRICT  
REGULAR MEETING, BOARD OF TRUSTEES

Tuesday, June 14, 2016

Hollister City Hall

5055 Santa Teresa Boulevard, Gilroy, California 95020

Social Science Room #206

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

MINUTES

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

Trustee Laura Perry called the meeting to order at 6:00 p.m.

(a) Roll Call

Trustees Present: Tom Breen, Kent Child, Mark Dover, Walt Glines, Lois Locci and Laura Perry

Trustee Absent: Jonathan Brusco

(b) Comments from the Public

Colette Marie McLaughlin, Ph.D. – said she has a solution for reconciling how she was damaged by actions the college took in cancelling the Computer Graphics and Graphics classes and the cancellation of her employment contract. Dr. McLaughlin reviewed the achievements of the program and the frustrations she experienced. She said she was damaged by a letter of reprimand which she received from the district. Dr. McLaughlin requested the following from the district: 1) Dr. Kinsella to provide a scholarship for Computer Graphics and Graphics students; 2) An apology letter for statements made by peers in the letter of reprimand; 3) Letters of apology from administrators involved in her dismissal for her human resource file; and, 4) Recognition from Board of Trustees for her work at the college.

(c) Recess to Closed Session

The Board recessed to closed session at 6:06 p.m.

II. OPEN SESSION 7:00 p.m.

1. Call to Order

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 Iris Cueto student trustee.

3. Roll Call

Trustees: Tom Breen, Jonathan Brusco (speakerphone), Kent Child, Mark Dover, Walt Glines, Lois Locci, Laura Perry, and Iris Cueto (student trustee)

Dr. Kathleen Rose, Executive Vice President, Instructional Services

Kathleen Moberg, Vice President, Student Services

Frederick E. Harris, Vice President, Administrative Services

Lucy Olivares, Professional Staff

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

Kent Child  
Walt Glines  
Adrian Lopez, Student Trustee

Jonathan Brusco  
Lois Locci, Ed.D.

Mark Dover



Nancy Bailey, Recorder

Others in Attendance: Sherrean Carr, Wade Ellis, Jan Bernstein-Chargin, Ron Hannon, Eric Ramones, Denise Apuzzo, David Di Denti, Pam Chatten, Mary Cueto, Damans Cueto, Robin Egbert, Judy Rodriguez, Dana Young, Diane Stone, Ken Wagman, Lynda Kerr, Brooke Boeding, Terry Newman, Diana Seelie, Bonnie Donovan, Grace Cardinali, Steven Cushing, Priscilla Ahmed, Pablo Gomez, Rebeca, Silva, Candice Whitney, Juan Vasquez, Luz Elena Cerrantes, Connie Campos, Jeff Gopp, Shawn Mulcare, and Pilar Conaway

4. Pledge of Allegiance

The Pledge of Allegiance was led by Kent Child.

5. Report of any Action Taken in Closed Session

Laura Perry reported action taken in closed session. She said the board voted in closed session to approve the "Leave of Absence Request submitted by Superintendent/President Steven Kinsella".

Vote during closed session:

6 Ayes: Tom Breen, Kent Child, Mark Dover, Lois Locci, Laura Perry, Walt Glines to approve

0 Noes

1 Absent: Jonathan Brusco

6. Approval of Agenda

Walt Glines requested a correction on the Special Meeting agendas for May 16 and May 23 to include the closed session language for the item being discussed at those meetings. Both agendas will be changed to include: **"Notice is hereby given that a closed session of the Board will be held under the general provisions of Section(s) 54954.5, 54956.8, 54956.9, 54957, 54957.6 of the Government Code. The subject(s) of discussion: PUBLIC EMPLOYEE APPOINTMENT Superintendent/President"**.

MSC (K. Child/M. Dover) to approve the agenda with the correction noted on the May 16, 2016 and May 23, 2016 minutes.

Vote:

7 Ayes: Tom Breen, Jonathan Brusco, Kent Child, Mark Dover, Lois Locci, Laura Perry, Walt Glines and Student Trustee Iris Cueto, advisory vote of aye, to approve

0 Noes

7. Action: Appointment of Superintendent/President and Ratification of Employment Contract

MSC (K. Child/Tom Breen, Jonathan Brusco, Kent Child, Mark Dover, Lois Locci, Laura Perry, Walt Glines)

Vote:

7 Ayes: Tom Breen, Jonathan Brusco (speakerphone), Kent Child, Mark Dover, Lois Locci, Laura Perry, Walt Glines and Student Trustee Iris Cueto, advisory vote of aye, to approve

0 Noes

8. Consent Agenda

(a) Regular Board Meeting of the Board of Trustees Minutes, May 10, 2016, Special Board Meeting, May 16, 2016, Special Board Meeting, May 23, 2016, and Board Budget Committee Minutes, April 20, 2016

(b) Personnel Actions

(c) Warrants and electronic transfers drawn on District Funds

(d) Payroll Warrants drawn on District Funds

(e) Ratification of Agreements

(f) Monthly Financial Report

(g) Budget Adjustments

MSC (M. Dover/T. Breen) to approve the consent agenda

Vote:

7 Ayes: Tom Breen, Jonathan Brusco (speakerphone), Kent Child, Mark Dover, Lois Locci, Laura Perry, and Walt Glines to approve

0 Noes

1 Absent: Iris Cueto, Student Trustee

9. Comments from the Public

Ken Wagman announced that the STEM intern presentations will take place on Friday, August 19 in the morning.

10. Recognition

(a) Jr. Rams Essay Writing Award

Judy Rodriguez, Hollister Site Director, introduced essay award winner, Annika Walde who attends Brownell Middle school in Gilroy. Annika read her essay about wanting to be an architect.

(b) Recognition of the Employees of the Month

April, 2016 - Bonnie Donovan has served as the college's Senior Program Services Specialist of Curriculum. Dr. Rose said Bonnie Donovan has technical expertise, is detailed, knows all aspects of curriculum, and demonstrates a great deal of patience.

May, 2016 – Rebeca Silva has made a great impression in her one year of service as a custodian. Her areas are kept very clean and she receives comments and praise from staff on her work standards and professionalism.

June, 2016 – Juan Vazquez came to Gavilan with a lot of grounds experience. In four months Juan Vazquez has moved from custodian to groundskeeper. In that short time he has made a significant difference to the North Entrance of campus.

11. Officers' Reports

(a) Vice Presidents

Kathleen Moberg – noted the end of the year celebrations recognizing student accomplishments. She said 585 students earned degrees and 350 earned certificates.

Fred Harris – reported on a group meeting held by the Santa Clara County's District Attorney (DA). He said the DA is working with higher education institutions to hold a sexual assault symposium this summer. Fred Harris said the Attorney General has drafted an MOU that they would like the institutions to sign.

(b) College President

Kathleen Rose said our hearts and minds are with Orlando residents as they grieve over the tragic shooting incident. She said we will continue to promote a safe and tolerant campus environment. Kathleen Rose said she was awe struck by the love and support she received during the process of becoming Gavilan's new superintendent/president. She feels that great things lie ahead for Gavilan, the team that serves our students, and our communities. She thanked the Board for the opportunity. Kathleen Rose said the deans will meet for a planning retreat.

(c) Academic Senate

No report.

(d) Professional Support Staff

Lucy Olivares congratulated Dr. Rose. She reported that CSEA had their last unit meeting until September. Two representatives will be attending the annual conference this summer in San Jose. Lucy Olivares thanked everyone for the wonderful experience of working at Gavilan and in particular working with the students. She will retire at the end of the month.

(e) Student Representative

David Di Denti reported on Iris Cueto's behalf. He congratulated Dr. Rose and said ASGC looks forward to working with her. David Di Denti said ASGC has five new members serving in ASGC. The officers elected for 2016-17 are: President: Priscilla Ahmed, Student Trustee: Iris Cueto, Region IV Rep: David Di Denti, VP of Clubs: Omar Lopez, VP of Technology: Rebecca Kinman, and 3 others to be appointed in the fall. They will have a retreat in August. David Di Denti announced that ASGC has purchased a poster printer and will offer that service to the campus community for a price.

(f) Board Member Comments

Walt Glines –attended both the GECA and Gavilan graduations and noted that we are outgrowing the event locations. He said that GECA enrollment will be increasing to a total of 400 students. Walt Glines recognized the 45 students who received scholarships and grants totaling \$1.6 million. He noted that we are looking for another webmaster and spoke about the challenge of competing with the private sector.

Kent Child – congratulated Kathleen Rose and said the response of the audience reflected the attitude of good things to come. He encouraged his colleagues to attend the STEM presentations. He said this graduation was the 44<sup>th</sup> one he has attended at Gavilan. He thanked those who helped to make it a wonderful event. Kent Child wished Lucy Olivares a wonderful retirement.

Tom Breen – expressed his happiness for both Kathleen Rose and Iris Cueto in their new positions.

Lois Locci –congratulated both Dr. Rose and Iris Cueto. She suggested everyone read the article on Benitolink about student trustee Adrian Lopez's receipt of the Pister scholarship. Lois Locci attended both the GECA and Gavilan graduations in addition to the scholarship award ceremony and the Citizens' Oversight Committee meeting. She encouraged her colleagues to follow the topic of the America Promise Grants. This federal money will focus on career and technology training.

Mark Dover –thanked both Kathleen Rose and Kathleen Moberg for the successful graduation ceremony. He also congratulated Lucy Olivares on her retirement. He was uplifted and impressed with staff response to Dr. Rose's appointment. He congratulated Dr. Rose and felt assured she would do an amazing job.

(g) Board President

Laura Perry – congratulated Dr. Rose and said she felt the communities will be happy with the appointment. She thanked everyone who participated in the graduation ceremony. She also thanked Eric Ramones and said the board appreciated his work on the presidential search process.

12. Board Committee Reports

No report

13. Information/Staff Reports

- (a) President's Honor Roll, Fall 2015 and Dean's List, Fall 2015  
Kathleen Rose said scholarship is an important part of the college and wanted to share this special recognition with the board.
- (b) Community Education Summer 2016 Classes  
Sherrean Carr identified many highlights of the Community Education Summer offerings in the special interests, business, leisure, and career training areas. She reported an increase in the summer class offerings to a total of 1,572. Rosie Armstrong was acknowledged for her work in the preparation of the catalog.
- (c) Institutional Effectiveness Partnership Initiative (IEPI)  
Kathleen Rose said the IEPI report is required annually by the Chancellor's office and that this is the second submission. She said the report provides fiscal and instructional information to look at the overall effectiveness of the institution. The Business Office assisted with the fiscal information. Data was also gathered to reflect instructional indicators such as transfer rates, persistence, completion, basic skill rates, etc. Kathleen Rose worked on this portion of the report with the assistance of Doug Achterman, Enrique Luna, and Nikki Dequin. Local indicators had to be identified and will be measured. Kathleen Rose said they will be looking at those students who attend and are not identified by a specialized program and then leave; the "murky middle". The college wants to know why these students leave. She said the Institutional Researcher, Peter Wruck, will be assisting with this study.
- Walt Glines commented that the focus was a good choice. He felt College Hour may be an opportunity to start the conversations on this study. Kathleen Rose agreed and said an open forum will also be held.
- (d) College Hour  
Priscilla Ahmed reviewed the information on the College Hour evaluation. Kathleen Rose mentioned that the Academic Senate provided their input through a resolution. She said an advisory committee will be set up to work closely with the students and track College Hour.
- (e) Discovery Counseling Center  
Kathleen Moberg said mental health service needs were reviewed several years ago. The study revealed that 1 out of 6 students had mental health concerns. She said a Behavioral Intervention Team will help identify what services students need, Kathleen Moberg said intern students will be available by referral.
- (f) Lease-Purchase Financing  
Fred Harris spoke about the conclusion of the Measure E bond funding in September. He said an additional \$6 million has been estimated to complete the current projects. Fred Harris said that Lease Revenue Bonds are a more expensive form of financing and borrowing costs would add an additional \$600,000-\$800,000 to the financing. He said this interim financing has been undertaken by the district before to complete major projects. He discussed a capitalized interest fund which would delay the payment plan by 2 years. Fred Harris said this is the beginning of a conversation on the planning process for moving forward to meet the needs of our district and communities. The Educational Master Plan will be updated along with the Facilities Master Plan. These documents are necessary for accreditation and also a precursor for a future bond. Fred Harris said the lease revenue bond financing is through the Community College League. He will follow up on Trustee Dover's question about a prepayment penalty.

### III. ACTION ITEMS

#### 1. Old Business

- \*\* (a) Corrected Resolution No. 1006, Order of Election, Specifications of the Election Order and Consolidation Request  
MSC (K. Child/M. Dover)

Vote:

6 Ayes: Tom Breen, Kent Child, Mark Dover, Lois Locci, Laura Perry, Walt Glines aye, to approve

0 Noes

1 Absent: Jonathan Brusco

#### (b) Updates to Board Policies

MSC (W. Glines/M. Dover)

Vote:

6 Ayes: Tom Breen, Kent Child, Mark Dover, Lois Locci, Laura Perry, Walt Glines aye, to approve

0 Noes

1 Absent: Jonathan Brusco

#### 2. New Business

- (a) Curriculum

MSC (W. Glines/K. Child)

Vote:

6 Ayes: Tom Breen, Kent Child, Mark Dover, Lois Locci, Laura Perry, Walt Glines aye, to approve

0 Noes

1 Absent: Jonathan Brusco

- (b) Employee Agreement Authorization – Vice President of Student Services

MSC (T. Breen/W. Glines)

Vote:

6 Ayes: Tom Breen, Kent Child, Mark Dover, Lois Locci, Laura Perry, Walt Glines aye, to approve

0 Noes

1 Absent: Jonathan Brusco

- (c) Employee Agreement Authorization – Vice President of Administrative Services

MSC (W. Glines/M. Dover)

Vote:

6 Ayes: Tom Breen, Kent Child, Mark Dover, Lois Locci, Laura Perry, Walt Glines aye, to approve

0 Noes

1 Absent: Jonathan Brusco

- (d) Approval of Equal Employment Opportunity (EEO) Plan and Certification Form

MSC (T. Breen/L. Locci)

Vote:

6 Ayes: Tom Breen, Kent Child, Mark Dover, Lois Locci, Laura Perry, Walt Glines aye, to approve

0 Noes

1 Absent: Jonathan Brusco

(e) CSEA/District Contract Initial Proposals

MSC (T. Breen/L. Locci)

Vote:

6 Ayes: Tom Breen, Kent Child, Mark Dover, Lois Locci, Laura Perry, Walt Glines aye, to approve

0 Noes

1 Absent: Jonathan Brusco

(f) Geotechnical Service Agreement with Cornerstone Earth Group

MSC (W. Glines/K. Child)

Vote:

6 Ayes: Tom Breen, Kent Child, Mark Dover, Lois Locci, Laura Perry, Walt Glines aye, to approve

0 Noes

1 Absent: Jonathan Brusco

(g) Coyote Valley Educational Center Increment #1, Change Orders #1

MSC (W. Glines/M. Dover)

Vote:

6 Ayes: Tom Breen, Kent Child, Mark Dover, Lois Locci, Laura Perry, Walt Glines aye, to approve

0 Noes

1 Absent: Jonathan Brusco

(h) Coyote Valley Educational Center Increment #2, Change Order #1

MSC (W. Glines/M. Dover)

Vote:

6 Ayes: Tom Breen, Kent Child, Mark Dover, Lois Locci, Laura Perry, Walt Glines aye, to approve

0 Noes

1 Absent: Jonathan Brusco

(i) 2018-22 Five Year Capital Construction Plan

MSC (T. Breen/M. Dover)

Discussion: Fred Harris said this Plan is an annual requirement in which the district identifies the order of priority for projects in order to be eligible for capital outlay funds. Without local matching funds the district has little chance of receiving funds.

Vote:

6 Ayes: Tom Breen, Kent Child, Mark Dover, Lois Locci, Laura Perry, Walt Glines aye, to approve

0 Noes

1 Absent: Jonathan Brusco

\*(j) 2019-20 State Capital Outlay Initial Project Proposals, Resolution No. 1007

MSC (W. Glines/M. Dover)

Vote:

6 Ayes: Tom Breen, Kent Child, Mark Dover, Lois Locci, Laura Perry, Walt Glines aye, to approve

0 Noes

1 Absent: Jonathan Brusco

- \* (k) 2018-19 State Capital Outlay Final Project Proposal, Resolution No. 1008

MSC (M. Dover/W. Glines)

Vote:

6 Ayes: Tom Breen, Kent Child, Mark Dover, Lois Locci, Laura Perry, Walt Glines aye, to approve

0 Noes

1 Absent: Jonathan Brusco

- \* (l) Appropriations Limit for FY 2016/17, Resolution No. 1009

MSC (W. Glines/K. Child)

Vote:

6 Ayes: Tom Breen, Kent Child, Mark Dover, Lois Locci, Laura Perry, Walt Glines aye, to approve

0 Noes

1 Absent: Jonathan Brusco

- (m) FY 2016-17 Tentative Budget

MSC (K. Child/M. Dover)

Discussion: Kathleen Rose announced that Wade Ellis, Director of Business Services would be providing a short presentation identifying the highlights of the FY 2016-17 Tentative Budget. She announced that a Board Budget Workshop was being planned in August which would provide in depth information prior to a Final Budget. Wade Ellis provided a summary of the State Budget which he stated is still changing. He noted changes in revenue, Cal STRS obligations, impact of enrollment, and ending of Proposition 30. Wade Ellis discussed the reduction in revenue for FY 2016-17. He said the tentative budget is balanced but adjustments are expected prior to the final budget. Fred Harris said more information will be available at the State Budget Workshop on August 2<sup>nd</sup>.

Vote:

6 Ayes: Tom Breen, Kent Child, Mark Dover, Lois Locci, Laura Perry aye, to approve

0 Noes

1 Absent: Jonathan Brusco and Walt Glines

- (n) Measure E Bond Final Expenditure Plan

MSC (T. Breen/M. Dover)

Discussion: Kathleen Rose requested that the board review the Measure E Project Report and note the amount of extra funding needed to complete campus projects. Fred Harris said they have actively been reviewing the expenditures and cost estimates to complete necessary projects on campus including the Gymnasium and Sports Field renovations. He acknowledged Donna Martin, Gilbane Construction Manager, as a strong partner in this process. Fred Harris reviewed the project list and asked the board to approve the Measure E Bond Final Expenditure Measure E Plan. He said a final financing number to complete this plan will be discussed at the July 12, Board of Trustee meeting.

Vote:

5 Ayes: Tom Breen, Kent Child, Mark Dover, Lois Locci, Laura Perry, aye, to approve

0 Noes

2 Absent: Jonathan Brusco and Walt Glines

- (o) AB 104 Adult Education Block Grant (AEBG) Consortium Member Allocation

MSC (T. Breen/L. Locci)



Vote:

5 Ayes: Tom Breen, Kent Child, Mark Dover, Lois Locci, Laura Perry, aye, to approve

0 Noes

2 Absent: Jonathan Brusco and Walt Glines

IV. CLOSING ITEMS

1. The next regularly scheduled Board meeting is July 12, 2016, Gavilan College, Social Science Room #206.
2. Adjournment  
The meeting was adjourned by consensus at 9:10 p.m.