



5055 Santa Teresa Blvd., Gilroy, CA 95020

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Dr. Kathleen A. Rose, Superintendent/President

GAVILAN JOINT COMMUNITY COLLEGE DISTRICT
SPECIAL MEETING/RETREAT, BOARD OF TRUSTEES
Saturday, July 22, 2017

5055 Santa Teresa Boulevard, Gilroy, CA 95020
Adapted Physical Education Building, Room 120

MINUTES

I. CALL TO ORDER 8:30 a.m.

Trustee Laura Perry called the meeting to order at 8:38 a.m.

1. Roll Call

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

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

Eric Ramones, Associate Vice President of Human Resources and Labor Relations

Nancy Bailey, Executive Assistant to the President

Ken Wagman, Faculty and GCFA President

Jared Boigon, TBWB Strategies

2. Approval of Agenda

MSC (W. Glines/M. Dover) to move agenda item **III.2, Topic Three – Accreditation** before **Topic One – Operations**.

Vote:

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

0 Noes

3. Comments from the Public

No comments.

II. ACTION ITEMS

1. New Business

(a) Consider Approval of an Agreement with Terris Barnes Walters Boigon Heath Inc. (TBWB) to provide General Obligation Bond Measure Pre-Election Public Information Campaign and Strategy Services

MSC (W. Glines/M. Dover)

Discussion: Jared Boigon, consultant from TBWB and Fred Harris answered questions from the trustees related to pre-election bond campaign services and a possible feasibility study.

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

Kent Child
Walt Glines

Mark Dover
Lois Locci, Ed.D.

Jonathan Brusco
Daniel Chavez



The feasibility study would be a separate agreement considered by the Board at their August 8 regular meeting. Results from a feasibility study would be available in September, 2017. The survey instrument would be developed with input from administration and the governing board. The methodology of survey collection was reviewed along with the outreach to communities.

Vote:

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

0 Noes

(b) Solar Photovoltaic Carport Battery Services Agreement

MSC (W. Glines/J. Brusco)

Discussion: Fred Harris said that by entering into a 10-lease agreement the battery storage system would maximize the District's savings realized by the Solar Photovoltaic Carport System. Kathleen Rose acknowledged the efforts by Fred Harris on researching and bringing together the components of this project. Trustees provided input.

Vote:

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

0 Noes

III. DISCUSSION ITEMS

1. Review Board's and President's Goals

Kathleen Rose shared the 2017 Vision for Success document recently released by the Chancellor's Office and viewed at:

<http://www.californiacommunitycolleges.cccco.edu/Portals/0/Reports/vision-for-success.pdf>

She summarized the biggest challenges facing community colleges as identified in the report:

- Most students who enter a community college never complete a degree or certificate or transfer to a 4-year university.
- CCC students who do reach a defined educational goal such as a degree or transfer take a long time to do so, often accumulating many excess course credits along the way.
- Older and working CCC students are often left behind in the system, lacking services and financial aid that suit their needs.
- CCCs are more expensive than they appear—both to students and taxpayers—because of slow time-to-completion and a lack of financial aid to cover students' living expenses.
- Serious and stubborn achievement gaps persist across the CCCs and high-need regions of the state are not served equitably.

To address the challenges, the Chancellor's office has announced six (6) goals. Kathleen Rose said the goals were set high.

Kathleen Rose shared Chancellor Eloy Oakley's message to the CEO's at the Wheelhouse Institute.

Discussion took place on the high number of students requiring remedial coursework. Kathleen Moberg said some college administrators are anticipating that funding may be outcome associated. Kathleen Rose said the student services division has done a lot of work to help address the gaps in onboarding incoming students and they are now looking at year 2.

Kathleen Rose shared a conversation she had with IBM representative who indicated their interest in partnering with Gavilan. She also noted that our new membership with Silicon Valley Leadership Group has brought forward this opportunity and others.

2. Brief Review of Three (3) Discussion Topic Areas

Topic Three – Accreditation (moved forward on agenda)

Kathleen Rose reviewed the leadership changes at the Accrediting Commission for Community and Junior Colleges (ACCJC). She identified some of the challenges facing Gavilan as we begin our accreditation self-study. They are:

- Providing the evidentiary based activities/documents/actions that show we are in adherence with the standards;
- the quality focused essay; and,
- SLO, PLO and ILO.

Kathleen Rose , Kathleen Moberg, and Ken Wagman reviewed the status of Gavilan’s SLOs, PLOs, and ILOs. Regardless of resistance, SLOs will need to be completed and a suggestion has been made to pare down the number of SLOs. Kathleen Rose said more data is being provided to the faculty; however, making it meaningful in the classroom is the focus. Gavilan College needs to demonstrate ongoing continuous work of the institution.

Ken Wagman identified two (2) places in which board members can participate; the self-study of Standard IV, Governing Board, and as a board’s liaison on the accreditation steering team. Kent Child served on the steering committee in the past and agreed to continue throughout his trustee term. Ken Wagman provided a brief overview of the timeline and tasks. Kathleen Rose encouraged board members to participate on a site visit.

Topic One – Operational

- Community Spirit Award Selection Process

Kathleen Rose reviewed the current nomination, criteria and selection process for community spirit awards. She identified the committee membership and suggested that the Coordinator for the Foundation, Bobbi Jo Palmer, be added. Kathleen Rose reviewed that awards are given out at the 3 community chamber meetings. After discussion of the current process, a request was made to provide the names of nominees to the board chair in advance for a quick review and consider inviting winners to an additional event on campus to be recognized.

- Board Annual Evaluation Process

Trustees reviewed the Board Evaluation process for any modifications. Suggestions were made to edit the evaluation survey instrument but to continue to request comments while rating as they provide more meaning. The Board Self Evaluation Committee will the survey instrument for redundancy of questions in Part 1 and 2, and omit Part 3. The Committee will review all questions for alignment with accreditation standards, goals, and strategic planning.

- Subcommittees

The past practice of using general consensus for the selection of committee membership and chair appointments was discussed. Laura Perry suggested that the Board of Trustee president be a member of the Evaluation of the College President and Strategic Planning committees. After discussion several edits were proposed to committees and committee membership. It was requested that committee descriptions be reviewed and updated as needed.

- Graduation

Kathleen Rose requested feedback and general comments on May's graduation ceremony. She added that staff are gathering information about moving the venue outside. Trustee comments included:

- Best graduation ceremony ever.
- Need a venue where more family members can attend.
- Gymnasium is no longer adequate.
- Scheduling questions; weather, traffic issues, time of day, different day.
- Can bios of the speakers be provided in advance?

- Board Calendar of Events

A 5:00 p.m. budget workshop will be held prior to the September 12 Board of Trustees meeting. A December board retreat is another opportunity for training and in depth topic discussions.

A list of past board information reports was provided and feedback was requested from trustees. A suggestion was made for two (2) information items per agenda and perhaps scheduling them at the beginning of the agenda. The importance of sharing the student scoreboard with the community was requested along with highlighting a student success story.

- BoardDocs

Kathleen Rose reviewed "BoardDocs" software that is commonly used by community colleges for agenda preparation and viewing. Benefits include immediate delivery of the agenda upon completion and the ability to archive and search for documents. Administration will look at cost of purchase, implementation, and equipment. Trustees were interested in piloting the product.

- Centennial / Gala

A college Centennial Committee met to develop preliminary plans for Gavilan's Centennial Celebration which will be a year of activities. Kathleen Rose asked trustees to share any ideas for the celebration. The date for the Gala is set for April 28; "Sewing Seeds and Nurturing Dreams."

Topic Two - Funding and Budget

- General Obligation Bond

In summary, the feasibility study for a bond measure will be the next step. The board would be able to review the survey results this fall.

- Enrollment Management

Kathleen Moberg serves on the Advisory Committee for the strategic enrollment management initiative through the institutional effectiveness department at the Chancellor's Office. She presented a draft primer on "Understanding FTES and its Role in California Community College Funding" which was created by the Chancellor's office as a reference. She reviewed a holistic approach to strategic enrollment management which has many components with an important piece being a student based schedule. Kathleen Moberg said Gavilan is using data to determine the effectiveness of current practices and whether they should continue them.

Kathleen Moberg discussed the upcoming Scheduling Summit scheduled for August that will include students, faculty, and deans. She said the goal of the summit is to implement some initial changes in the spring of 2018. Discussion continued on scheduling dynamics.

Wade Ellis said each department will be provided with standards, goals, and budgets for generating FTES.

A discussion took place about increasing enrollment at Coyote Valley. Several ideas were brought forward.

- Annual Budget Process to include potential Basic Aid

Wade Ellis reviewed that the tentative budget approved by the board in June 2017 is undergoing changes based upon the state's final budget figures. The changes will be discussed with the Board Budget Committee in August and also at the Board Budget Workshop in September.

Wade Ellis presented an analysis of revenue spanning from FY 2011-12 to estimated revenue in 2020-21. He discussed the computation involved and the need for disciplined spending if Gavilan becomes a basic aid college.

Facility/Education Master Plans

Kathleen Rose said the Educational Master Plan will be a topic for her Coffee and Community Conversations starting in August. The schedule for the conversations will be completed and distributed soon. Board members were invited to attend.

IV. CLOSING ITEMS

1. The next regularly scheduled Board meeting is August 8, 2017, Morgan Hill Site.
2. Adjournment – The meeting was adjourned at 2:27 p.m.