

GAVILAN JOINT COMMUNITY COLLEGE DISTRICT  
REGULAR MEETING, BOARD OF TRUSTEES

Tuesday, December 11, 2012  
5055 Santa Teresa Blvd., Gilroy, CA 95020  
Student Center, North/South Lounge

MINUTES

I. CALL TO ORDER 6:00 P.M.

The meeting was called to order by Laura Perry at 6:01 p.m.

1. Roll Call

Trustees: Laura Perry, Tony Ruiz, Mark Dover, Kent Child, Tom Breen, Jonathan Brusco, Walt Glines

2. Comments from the Public

None

3. Recess to Closed Session

The Board recessed to closed session at 6:02 p.m.

II. CALL TO ORDER OPEN SESSION 7:00 p.m.

1. Call to Order

Laura Perry called the meeting to order at 7:00 p.m.

2. Oath of Office

Laura Perry administered the oath of office to Mark Dover, Jonathan Brusco, and Tom Breen

3. Roll Call

Trustees: Laura Perry, Tony Ruiz, Mark Dover, Kent Child, Tom Breen, Jonathan Brusco, Walt Glines, AJ Rodriguez

Dr. Steven M. Kinsella, Superintendent/President

Dr. Kathleen Rose, Executive Vice President, Instructional Services

John Pruitt, Vice President, Student Services

Dr. John Lawton-Haehl, Academic Senate

Diana Seelie, Professional Support Staff

Angie Oropeza, Recording Secretary

Others in attendance: Susan Alonzo, Susan Sweeney, Anne Ratto, Terry Newman, Doug Achterman, Dana Young, Mario Escudero, Jan Chargin, Faviola Bataz

4. Pledge of Allegiance

The pledge of allegiance was led by Laura Perry.

5. Organizational Meeting

a) Election of Officers (President, Vice President, Clerk)

MSC (M.Dover/J.Brusco) to nominate Kent Child for Board President, MSC (T.Breen/M.Dover) 7 ayes, 0 nays, student trustee aye, to close nominations, 7 ayes, 0 nays, student trustee aye, to elect Kent Child

MSC (K.Child/M.Dover) to nominate Walt Glines for Board Vice President, MSC (K.Child/M.Dover) 7 ayes, 0 nays, student trustee aye, to close nominations, 7 ayes, 0 nays, student trustee aye, to elect Walt Glines

- MSC (W.Glines/K.Child) to nominate Jonathan Brusco for Clerk of the Board, MSC (K.Child/T.Breen) 7 ayes, 0 nays, student trustee aye, to close nominations, 7 ayes, 0 nays, student trustee aye, to elect Jonathan Brusco.
- b) Set Meeting Dates/Location  
MSC (M.Dover/T.Breen) 7 ayes, 0 nays, student trustee aye, to approve as submitted
- c) Board Committee Membership  
MSC (MDover/K.Child) 7 ayes, 0 nays, student trustee aye, to approve as submitted
6. Report of any Action Taken in Closed Session  
Laura Perry reported that in closed session the Board made a determination that an applicant for the position of instructional program specialist has been rehabilitated within the meaning of Education Code section 88022. The motion was made by Kent Child, seconded by Mark Dover, the vote was unanimous.
7. Consent Agenda  
(a) Regular Board Meeting Minutes, November 12, 2012  
(b) Personnel Actions  
(c) Warrants and Electronic Transfers Drawn on District Funds  
MSC (T.Breen/K.Child) 7 ayes, 0 nays, student trustee aye, to approve
8. Approval of Agenda  
MSC (T.Ruiz/K.Child) 7 ayes, 0 nays, student trustee aye, to approve
9. Comments from the Public  
Leah Halper, GCFA President, reported that she will continue as president. She is concerned by faculty participation, engagement, and leadership. They may start to rely more on adjunct faculty however, they may have financial, and/or time restraints. She distributed and reviewed a report on faculty leadership and filling the shared governance gap, and is interested in discussing it with the Board. Congratulations to Diana Seelie as continuing CSEA President. The GCFA is piloting a social networking site for Gavilan employees and Board members.
10. Officers' Reports  
(a) Vice Presidents  
Dr. Kathleen Rose reported that we are in finals week and are in the midst of registration. John Pruitt asked for positive messages for Alice Dufresne-Reyes and Fran Lopez who have gravely ill family members.
- (b) College President  
Dr. Steve Kinsella and Kent Child presented a plaque of appreciation to Laura Perry for her service as Board President for the last two years.
- (c) Academic Senate  
Dr. John Lawton-Haehl reported that the theatre hosted 2,400+ elementary school students for the children's show. This is his last Board meeting; Bea Lawn is the new Senate President. He thanked Dr. Kinsella, Dr. Rose, and the Board for their leadership and support. This is a great, open, positive work environment. The Senate urges a yes vote on college hour.
- (d) Professional Support Staff  
Diane Seelie reported that she will continue as CSEA president, congratulations to Leah Halper as continuing GCFA President, Dana Young won the quilt raffle, and the CSEA holiday party was a success.
- (e) Student Representative  
AJ Rodriguez reported that ASB has been conducting surveys regarding the sustainable water project and will report next semester, they provided a media kiosk, they are looking into getting a new ram mascot, they are recruiting for next semester, they are looking into improving the

process for the sale of ASB cards, and they support the health fee increase but would like additional time to review the elimination of the BOG A waiver. Dr. Steve Kinsella stated that the Student Health Services policy would be held from the action item For ASB review.

(f) Board Member Comments

Board Members thanked Laura Perry for outstanding leadership as Board President. Kent Child reported that he attended the annual philanthropy dinner in San Benito County. Many people who attended were connected with Gavilan. He acknowledged the retirements of Virginia Estrada and Cathy Scattini. He noted the hiring of Marilyn Markham who taught here in the past. He asked Board members to complete the self evaluation. Jonathan Brusco looks forward to working with new officers Kent Child and Walt Glines. He reported that the Registrar of Voters is placing ballot delivery boxes on campuses throughout the county and Gavilan may want to follow up. Tom Breen reported that he attended the PUENTE celebration on December 7, the funeral for Suanne Bulle's mom on December 8, the swearing in for Hollister's mayor last night, the San Benito County philanthropy dinner, and the United Way dinner on November 17. The Hollister Haybalers beat the Salinas Cowboys and won the division championship. Tony Ruiz reported that he attended a meeting in Sacramento of educational leaders in facilities on December 6. He will share the information with the Board Facilities Subcommittee. Walt Glines recognized women's volleyball and men's soccer for their fine showing at the Norcal playoffs. He invited Dr. Lawton-Haehl to Board meetings to report on theatre activities. Mark Dover congratulated women's volleyball and men's soccer for their great showing at the state playoffs.

(g) Board President

Laura Perry reported that she attended the CSEA holiday party last week. She thanked the Board Trustees and everyone for their assistance the past two years she served as Board President. Today marks her 20<sup>th</sup> year on the Board. She is very proud of Gavilan as it has gone through changes and transitions over the years. She is impressed with the way we address and solve problems. It is the highest compliment to her when community members compliment the college, and it is due to everyone's work and involvement.

11. Board Committee Reports

Mark Dover reported that the Board Community Education Committee met today.

12. Information/Staff Reports

(a) Recognition of the Employee of the Month

Dr. Kathleen Rose introduced Dana Young as November employee of the month. Words used to describe Dana are words such as integrity, enthusiasm, and sense of adventure. Dana lives, breathes, and has the soul of a researcher. She is tireless at the reference desk, online, and has single handedly worked to bring library services to the off sites. She filled in as department chair, and works on committees, including accreditation. Dana thanked everyone.

(b) Santa Clara County Treasury Investment Portfolio Status as of September 30, 2012

Dr. Steve Kinsella reported that this is the quarterly update presented for information.

(c) Monthly Financial Report

Dr. Steve Kinsella reported that this is the monthly financial report presented for information.

(d) Contract and Community Education 2012 Annual Report

Terry Newman reported that she reviewed the report earlier with the Board subcommittee.

(e) Administrative Procedure: 2410 When and How Board Policy/Administrative Procedure Review is Initiated

Dr. Steve Kinsella reported that this is to provide the process for initiating a Board policy or procedure.

### III. ACTION ITEMS

#### 1. Old Business

- (a) Expenditure Reduction Task Force/Reductions to the Unrestricted General Fund Recommendations, Fiscal Years 2012-13 and 2013-14

Dr. Steve Kinsella reported that These items are recommended by President's Council which he also recommends to the Board. The item regarding specific dollar amounts reduced from Athletics is not in the recommendation, Community Ed has reduced its general fund support, and we are working with the Child Development Center to reduce expenditures.

MSC (T.Breen/T.Ruiz) to approve

Discussion: In response to Mark Dover, Dr. Steve Kinsella stated that if the state budget is favorable, we will go back the faculty hiring plan. Ken Wagman stated that if we are planning on cutting another \$150,000 dollars from the spring schedule that gets us close to the mandated number the state pays for. He is concerned that as we are not cutting other things we are still cutting from the classroom and that we are cutting it awfully close and he hopes some of the money goes into the spring semester and not wait until fall. Dr. Steve Kinsella stated that we are over on faculty obligation and we are still generating more FTEs than what the state is paying for. In response to Tony Ruiz, Dr. Steve Kinsella stated that growth money will be available. We will keep the cuts in the spring, no reduction will be made in the fall or summer. Walt Glines urged everyone to contact their legislators to inform them how funding cuts affect the college structure. Vote: 7 ayes, 0 nays, student trustee aye, to approve

- (b) Educational Master Plan

Dr. Kathleen Rose reported that the draft was presented last month for information and the final is presented tonight for a vote. It is needed for accreditation and has been fully vetted.

Kent Child acknowledged Dr. Rose and everyone who worked on the plan.

MSC (J.Brusco/K.Child) 7 ayes, 0 nays, student trustee aye, to approve

- (c) Principles of Community

MSC (T.Breen/M.Dover) 7 ayes, 0 nays, student trustee aye, to approve

- (d) Board Policies: 1200 District Mission, 2715 Code of Ethics/Standards of Practice, 5200 Student Health Services

Dr. Steve Kinsella pulled BP 5200 Student Health Services to give ASB additional time to review.

MSC (K.Child/T.Breen) 7 ayes, 0 nays, student trustee aye, to approve BP 1200 and 2715 only

- (e) Accreditation Self Study

Ken Wagman stated that we are asking the Board to approve thousands of hours of work from a lot of staff members. Thank you to everyone who met, wrote, edited, revised, and researched. Thank you to Kent child for representing the Board on the task force, thank you to Dr. Kinsella, Dr. Rose, and Pilar Conaway. Kent Child stated that this is the best, most qualitative, professional, self study in the time he has been here, and thanked everyone who worked on it. In response to Walt Glines, Ken Wagman stated that if we don't meet a standard we develop a plan to meet it, which is also included in the report. Dr. Steve Kinsella stated that when a standard is not met, a department's program plan is revised to redirect resources and correct the deficiency. Walt Glines suggested that the revised plans indicate that it is related to an accreditation plan for added weight. Walt Glines reported that at a Board of Trustee conference, it was strongly suggested that trustees familiarize themselves with their college's self study. In response to Mark Dover, Dr. Steve Kinsella stated that when a standard isn't met, it will show up as a recommendation for correction. We will follow up to correct and meet the standard or determine that it is no longer an issue. Dr. Kathleen Rose acknowledged Ken Wagman for his work and bringing us to this "one voice" document.

Once it goes to the commission the Board will be kept informed about the visit.  
MSC (K.Child/M.Dover) 7 ayes, 0 nays, student trustee aye, to approve

(f) College Hour

MSC (AJ Rodriguez/M.Dover) to approve

Discussion: AJ reviewed the research, Senate approval, the survey showing a 78% positive response, and the ASB resolution. The following were comments made or information given:

- Research shows the number one reason for students dropping out is not making connections.
- College hour allows students to get involved and connect with each other through activities and events. It makes it easier for students to meet with teachers and peers, to collaborate, complete projects, and join study groups. It makes it easier for those who find it hard to find time to meet. It helps students academically and to graduate with higher grades.
- Some statements in the research oppose college hour. Many on campus don't know about the proposal. Prime time slots are 9-1. College hour on two days will shut down 50 classrooms. An average of 1500 students during that time won't be able to take classes. It seems unreasonable how many students would attend any event compared to students who would rather be in the classroom. Most students, 76%, attend school part time because of work or family. To do something that a small number of students want at the cost of the majority does not make sense. It was suggested that the college hour be highlighted and promoted so those who want to be involved can schedule their classes around it and those who want to go to class can do so. It takes individuals to promote activities and get students involved, not a scheduled college hour.
- A lot of research, time, and thought went into the proposal and has been in the works for years. It has been reviewed by the Academic Senate, President's Council, and other groups. It doesn't affect classes. People who are against college hour are willing to give it a try.
- It will help increase the number of clubs, activities, and facilitate meetings.
- There will be some exceptions to college hour and some classes will be continued during college hour. Not every class will stop.
- Congratulations to the current ASB for picking up from the last ASB on this. It has been over a year in the making. The ASB represents all students on campus, they should be backed up.
- If it is approved, records of tangible outcomes at the end of the semester and the end of the year should be kept for evidence to be used as a basis to move forward.
- Some real issues have been stated that are very valid. Apathy is a concern. It will require student and faculty participation to make that common hour meaningful. What ASB has done is a model of democracy with passion and research. There will be problems that will come up but can be worked through. Not everyone will benefit from this and some will be inconvenienced. Issues can be addressed with careful decisions of which classes students need to take that can be scheduled at times not affected by the common hour.
- No classes will be cut, the same number of periods will be held, just an hour later. We may also attract some people who want to take a class after work. Some labs and ESL classes will meet.
- The students are commended for their efforts. It was suggested to have the fewest exceptions possible for everyone to have an opportunity to participate.

Vote: 6 ayes, 0 nays, 1 abstention (T.Ruiz), student trustee aye, to approve

2. New Business

(a) Curriculum

MSC (T.Breen/AJ Rodriguez) to approve

Discussion: Kent Child and AJ Rodriguez acknowledged the proposed individualized music classes.

Vote: 7 ayes, 0 nays, student trustee, aye to approve

(b) GCFA/District Contract Proposal ("Sunshine")

MSC (K.Child/M.Dover) 7 ayes, 0 nays, student trustee, aye to approve

(c) Budget Adjustments

Dr. Steve Kinsella reported that these are routine monthly adjustments.  
MSC (K.Child/AJ Rodriguez) 7 ayes, 0 nays, student trustee, aye to approve

- (d) Board Representative for the County Committee Election  
Walt Glines volunteered to be the representative.  
MSC (T.Breen/M.Dover) 7 ayes, 0 nays, student trustee aye, to approve

- (e) FY 2013 – 2014 Budget Planning Calendar  
Dr. Steve Kinsella reported that this is the beginning of budget development process. Kent Child stated that the January 5 date for completion of Board of Trustee goals should be changed to January 15 which is the date of the meeting.  
MSC (M.Dover/K.Child) 7 ayes, 0 nays, student trustee aye to approve as corrected.

#### IV. CLOSING ITEMS

1. The next regularly scheduled Board meeting is January 8, 2013, Gilroy Campus, North/South Lounge.
2. Adjournment  
The meeting was adjourned by consensus at 8:52 p.m.