**5055 Santa Teresa Boulevard, Gilroy, CA 95020 www.gavilan.edu (408) 848-4800**

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

GAVILAN JOINT COMMUNITY COLLEGE DISTRICT

COMMUNITY EDUCATION AD HOC COMMITTEE

November 10, 2015, 5:00 p.m.
Gavilan College, 5055 Santa Teresa Blvd., Gilroy

Student Center, North/South Lounge

Committee Members: Laura Perry, Mark Dover, Tom Breen, Adrian Lopez

MINUTES

I. OPEN SESSION 5:00 p.m.

1. Call to Order

The meeting was called to order by Laura Perry at 5:07 p.m.

1. Roll Call

Trustees Present: Laura Perry, Mark Dover, Tom Breen, Adrian Lopez (5:25 arrival)

Walt Glines, Board Trustee

Lois Locci, Board Trustee

Steven Kinsella, Superintendent/President

Kathleen Rose, Executive Vice President and Chief Instructional Officer

Terry Newman, Director of Community and Contract Education

Nancy Bailey, Executive Assistant to Superintendent/President

1. Approve Minutes, December 9, 2014

MSC (T. Breen/ M .Dover) 3 ayes, 0 nays to approve

1. Comments from the Public:

None

1. INFORMATION ITEM

 1. Contract and Community Education Annual Report

 Terry Newman recapped the report highlights and answered questions as follows:

* FY 2014-15 was a year for developing new growth opportunities and researching new program possibilities.
* Emphasis continues on career training programs although it takes longer to establish them. The model is to launch short-term classes through Community and Contract Education and if data confirms the need, move it to CTE. The Water Resource Management program is an example.
* They continue to work on the Phlebotomy program which was delayed due to partner issues.
* The partnership continues with the Workforce Development boards in both San Benito County and Silicon Valley.
* Enrichment classes are doing well but are not large revenue programs.
* Department is in conversations with Cabrillo, Hartnell, and Merced Colleges to collaborate on developing training programs in the manufacturing area. They are creating a vision plan. She will continue to connect with local manufacturers for career training possibilities.
* Department staff keep current with program trends through research and attending webinars, workshops, and conferences.
* On line continued education courses are available in the medical field. No internal medicine training is offered.
* Contract education has a strong class in Pharmacy Technician training. The certifications are issued by the Pharmacy board.
* Future courses may have to be accredited.

 2. FY 2015-2016 Budget Update

 Dr. Kinsella reported that the targeted deficit and general fund contribution for the 15-16 fiscal year is $100,000. His concern is that it may reach $120,000.

 This program is reflective of how the economy is doing. When more people are working the need for new skills and retraining is not as great.

1. CLOSING ITEMS

1. Adjournment

The meeting was adjourned by consensus at 5:36 p.m.