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Dr. Kathleen A. Rose, Superintendent/President

GAVILAN JOINT COMMUNITY COLLEGE DISTRICT
REGULAR MEETING, BOARD OF TRUSTEES
Tuesday, March 14, 2017

CLOSED SESSION – 6:00 p.m. OPEN SESSION
5055 Santa Teresa Boulevard
Coyote Valley Site, Building E, Room 108

MINUTES

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

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

1. Roll Call

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

Trustee Absent: Lois Locci

Dr. Kathleen Rose, Superintendent/President

Kathleen Moberg, Vice President, Student Services

Dr. Michele Bresso, Vice President of Academic Affairs

Eric Ramones, Director, Human Resources

Wade Ellis, Director, Business Services

Nancy Bailey, Executive Assistant to the President

2. Comments from the Public

No comments.

3. Recess to Closed Session

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

II. OPEN SESSION 7:00 p.m.

1. Call to Order

President Laura Perry called the meeting to order at 7:04 p.m.

2. Roll Call

Trustees Present: Jonathan Brusco, Kent Child, Mark Dover, Walt Glines, Laura Perry, Rachel Perez and Iris Cueto (student trustee)

Trustee Absent: Lois Locci

Dr. Kathleen Rose, Superintendent/President

Kathleen Moberg, Vice President, Student Services

Dr. Michele Bresso, Vice President of Academic Affairs

Nancy Bailey, Executive Assistant to the President (Recorder)

Others in Attendance: Dr. Blanca Arteaga, Annette Gutierrez, Susan Sweeney, Virginia Diaz

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

Kent Child
Walt Glines

Mark Dover
Lois Locci, Ed.D.

Jonathan Brusco
Iris Cueto



Lazaro, Albert Marques, Carina, Cisneros, Tarianna Perez, Omar Lopez, Eric Ramon, Wade Ellis, Jan Bernstein-Chargin, Adam Lopez, Leah Halper, Maria Amirkhanian

3. Pledge of Allegiance

The Pledge of Allegiance was led by Rachel Perez.

4. Report of any Action Taken in Closed Session

Laura Perry reported that no action was taken in closed session.

5. Approval of Agenda

Wade Ellis requested that the agenda be revised to accommodate guests by moving **New Business Items III.2(a)-FY 2015-2016 Annual District Audit Report, III.2(b)-FY 2015-2016 Measure E General Obligation Bond Audit Reports, and III.2(c)-FY 2015-2016 Foundation Audit Report** after Item II.8(a).

MSC (J. Brusco/I. Cueto) to revise the agenda.

Vote:

6 Ayes: Jonathan Brusco, Kent Child, Mark Dover, Walt Glines, Rachel Perez, Laura Perry, and Student Trustee Iris Cueto, advisory vote of aye to approve.

0 Noes

1 Absent: Lois Locci,

6. Consent Agenda

Trustee Walt Glines requested that the February 14, 2017 minutes reflect: **The change in the size of the pool will be conducive to women's water polo.**

(a) Regular Meeting of the Board of Trustees minutes, February 14, 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

(i) Mid Year Financial Report

(j) Disposal of Surplus Personal Property

MSC (K. Child/M. Dover) to approve with the revision to the January 10, 2017 minutes.

Vote:

6 Ayes: Jonathan Brusco, Kent Child, Mark Dover, Walt Glines, Rachel Perez, Laura Perry, and Student Trustee Iris Cueto, advisory vote of aye to approve.

0 Noes

1 Absent: Lois Locci,

7. Comments from the Public

Ken Wagman – introduced faculty members who shared “What they do in a day at Gavilan College.” Leah Halper teaches women’s history courses in addition to a variety of activities including mentoring, collaborating, and providing students with information. Albert Marques teaches 3 classes and coaches soccer. He also provided information on the upcoming Bach to Blues concert, study abroad program to Spain and recent changes in the music department. Maria Amirkhanian spoke about the music department’s involvement in the community, the annual Marian Filice Piano Competition which has grown beyond the tri-county area. She

teaches all levels of piano at Gavilan and privately in the community. She said the music department will showcase their students at a recital in May.

8. Recognitions

(a) Recognition of the Employee of the Month

January 2017 – Analisa Zanella

Wade Ellis introduced Analisa Zanella the office assistant in the Business Office. Although a Gavilan employee for a short time, Analisa Zanella has impressed everyone with her welcoming smile and excellent customer service skills. Wade Ellis said he is very happy to have her as part of the team.

New Business, Item III.2 (a) FY 2015-2016 Annual District Audit Report (item moved forward on agenda)

Wade Ellis introduced Peggy Vande-Vooren, CPA from Gilbert Associates, Inc. who reviewed the audit opinions on the Annual District Audit Report for FY 2015-16. She stated that they issued clean opinions on the foundation, district, and bond construction fund. She said findings on the district audit have already been addressed by the district and that none affected the ending fund balance. Peggy Vande-Vooren noted that the Gavilan College Educational Foundation Audit report and the Measure E bond Audit Reports had no findings. She added that the audit testing completed on the Measure E Bond Performance Audit indicated that expenditures were in accordance with the approved bond language documents.

9. Officers' Reports

(a) Vice Presidents

Fred Harris – introduced the Executive Assistant for Administrative Services, Deborah Britt-Petty. He also reported that 36 individuals attended the Emergency Response Management training held in February. The Request for Proposal documents for the Solar Project was released in February. Fred Harris said the selected vendor will be presented to the board for approval in May. He reported that a conceptual plan will be needed for Phase I of the Fairview site. Fred Harris said that cabinet members will be meeting with the Educational Master Plan consultants to review completed work. He said the next step in moving forward in planning is an updated Facility Master Plan.

Michele Bresso – reported on a faculty driven team that is excited about improving and updating Gavilan's institutional learning outcomes. Addressing the institutional outcomes ensures that the results of instruction are focused in areas that allow students to gain key skills to become productive, engaged citizens who think critically, communicate effectively and understand the social and cultural implications of being an educated person in our society. Michele Bresso also reported that a team from Jessup University visited the campus to learn more about Gavilan. They felt that Gavilan would be a good match for a partnership. She said types of partnerships are being investigated that would add value to our students' educational programs.

Kathleen Moberg – reported on her recent visit to Marin College as an accreditation team member. She said it was a good experience and will be sharing information with her colleagues at Gavilan. Kathleen Moberg reported on current Student Services activities including a sleep hygiene discussion, 15th annual smoking cessation, career day, and the Vets "Walk A Mile in their Shoes" event.

(b) College President

Kathleen Rose reported that she was asked to do a filmed interview by the Community College League of California for a promotional film on the Fresh Start program. Gavilan

College, under the direction of Susan Sweeney and Annette Gutierrez, successfully piloted this program which started with 11 students and grew to 88 students served within a semester. She said this program is supportive of student educational success. Kathleen Rose expressed best wishes to board trustee Dr. Lois Locci. She said she attended the Silicon Valley Competiveness and Innovation Project at Microsoft. She said Gavilan College will become a part of the Silicon Valley Leadership group. Kathleen Rose and Michele Bresso visited Gavilan's Digital Media Lab and reported on the great program, equipment and enthusiastic staff.

(c) Academic Senate

Academic Senate - Blanca Arteaga reported on Academic Senate activity. They continue to work on their constitution and bylaws and have completed an initial draft. She said once Academic Senate approves the documents, they will share them with others. Blanca Arteaga said recruitment and election of new officers and members will take place by the end of the semester. She said Academic Senate worked collaboratively with CSEA, ASGC, the GCFA Executive Board, and GECA student representation to prepare a resolution in support of undocumented students. The resolution, "In support of Undocumented Students and Affirming the Privacy of Student Records, #S2017-01" was read by: Ken Wagman (GCFA President), Omar Lopez (ASGC President), Gina Diaz (GECA student/GUSD Student Representative), Blanca Arteaga (Counselor/ASGC Advisor/VP of Academic Senate), and Jessica Fromm (CSEA).

(d) Professional Support Staff

Jessica Fromm is a CSEA representative to both President's Council and the Board of Trustees. She announced that the unit will be voting on the Area C Director this week. They are also in the process of appointing members for the upcoming CSEA conference. Jessica Fromm said the unit is looking forward to the completion of the classification study.

(e) Student Representative

Iris Cueto announced a spring donation drive for hygiene products through May 8. She said the student center remodel survey is complete and a comprehensive report will be shared with shared governance committees. She said ASGC is amending the constitution and bylaws with the final revisions presented to the students in April. Iris Cueto said the bylaws will include an article that will allow for greater involvement of students by being non-voting members called commissioners. She announced upcoming events including the Career Fair, Women in Leadership speaker panel, and Women's history month symposium. Iris Cueto spoke about challenges she has experienced with wheelchair accessibility. She attended a self-care workshop that she found helpful and wants to share the information with others. Iris Cueto thanked everyone who worked on the resolutions and supportive events for undocumented students.

(f) Board Member Comments

Rachel Perez – thanked the constituent groups who worked on the resolution supporting undocumented students. She thanked Dr. Peter Wruck, Dr. Kathleen Rose, Dr. Eddie Cervantes and Carina Cisneros who are working with her to jump start the Latino Advisory Committee. She identified key points for the advisory committee to focus on which includes improving access to quality postsecondary education opportunities to Latino students, identify strategies to increase amounts and types of engagement, propose leadership training initiatives, and enhance diversity. Rachel Perez requested names of people interested in forming the framework for this committee.

Walt Glines – attended the president’s forum held at Gavilan’s outdoor classroom. He talked with students who spoke highly about Grad Guru. He thanked Jonathan Brusco for attending the Morgan Hill City Council meeting where a proposed housing complex near the Gavilan site was discussed. Walt Glines talked about a proposal from state assembly democrats for debt-free college. He acknowledged the women’s basketball team for reaching the playoffs and the recent hire of Dallas Jensen as the men’s basketball coach.

Mark Dover – congratulated the constituent representatives for speaking as one voice in their resolution, “In support of Undocumented Students and Affirming the Privacy of Student Records”.

Kent Child – spoke about the passing of a Gavilan founding faculty member Jerry Flook.

Jonathan Brusco – thanked the constituent groups for bringing forward their resolution. He said he attended the Morgan Hill City Council meeting to voice his opinion regarding the proposed housing project and was happy that the project was tabled for further review. The overflow parking for the project may affect parking at Gavilan’s Morgan Hill site. He attended a SXSWedu educational conference which he felt was worthwhile.

(g) Board President

Laura Perry thanked everyone for their work on the resolutions related to support of undocumented students. She said she has good memories of Jerry Flook. She added that the board is united in their opposition of high density housing project in Morgan Hill.

10. Board Committee Reports

No report.

11. Information/Staff Reports

(a) Draft 2017 Board Goals

Laura Perry reported that she and Dr. Rose reviewed the list of suggested goals and combined several to produce the current list for board comment and review. The draft goals will be brought forward in April for approval.

(b) Gavilan College Student Success and Support Program Credit 2015-16 Year-end Expenditures Report

Kathleen Moberg provided the year end expenditures report as information to the board on how the money was spent.

(c) Gavilan College Student Equity 2015-16 Year-end Expenditures Report

Kathleen Moberg provided the year end expenditures report as information to the board on how the money was spent. She said the money provided direct support to students.

(d) Update on the California Work Opportunity and Responsibility to Kids (CalWORKs), Fresh Success and the Food Pantry

Susan Sweeney said that the CalWORKs program is in its 20th year and that they partner with Santa Clara and San Benito counties. Susan Sweeney provided information on a new program, Fresh Success, which serves nontraditional students and is 50% reimbursable. Annette Gutierrez spoke about the student lead Food Pantry which has served over 5,000 individuals. She said contracts with Santa Clara and San Benito counties along with state funding allow funds to be leveraged for work study subsidized employment. Annette Gutierrez said this often leads to unsubsidized employment and self-sufficiency.

(e) Gavilan Project Updates and Project Schedule

Fred Harris said landscaping and fencing are still needed to complete the Coyote Valley project. The gym roof is near completion. He said the sport field projects are under DSA review. He said four contractors attended the job walk for the bleacher project. Fred Harris reported that the pool demolition/reconstruction began this week. Walt Glines requested that the funding sources be included in the project report.

III. ACTION ITEMS

1. Old Business

- *(a) Resolution No. 1019: Resolution of the Board of Trustees Gavilan Joint Community College District in Support of Undocumented Students and Affirming the Privacy of Student Records MSC (J. Brusco/K. Child)

Roll Call Vote:

6 Ayes: Jonathan Brusco, Kent Child, Mark Dover, Walt Glines, Rachel Perez, Laura Perry, and Student Trustee Iris Cueto, advisory vote of aye to approve.

0 Noes

1 Absent: Lois Locci,

- (b) Sabbatical Leave Requests

MSC (M. Dover/W. Glines)

Discussion: Walt Glines and Rachel Perez commented on the implementation of the technology by all counselors. Kathleen Moberg confirmed that the implementation will be offered to all. Several trustees also commented the quality of the proposals.

Vote:

6 Ayes: Jonathan Brusco, Kent Child, Mark Dover, Walt Glines, Rachel Perez, Laura Perry, and Student Trustee Iris Cueto, advisory vote of aye to approve.

0 Noes

1 Absent: Lois Locci,

2. New Business

- (a) FY 2015 - 2016 Annual District Audit Report

MSC (W. Glines/K. Child)

Vote:

6 Ayes: Jonathan Brusco, Kent Child, Mark Dover, Walt Glines, Rachel Perez, Laura Perry, and Student Trustee Iris Cueto, advisory vote of aye to approve.

0 Noes

1 Absent: Lois Locci,

- (b) FY 2015 – 2016 Measure E General Obligation Bond Audit Reports

MSC (W. Glines/M. Dover)

Vote:

6 Ayes: Jonathan Brusco, Kent Child, Mark Dover, Walt Glines, Rachel Perez, Laura Perry, and Student Trustee Iris Cueto, advisory vote of aye to approve.

0 Noes

1 Absent: Lois Locci,

- (c) FY 2015 – 2016 Foundation Audit Report

MSC (M. Dover/J. Brusco)

Vote:

6 Ayes: Jonathan Brusco, Kent Child, Mark Dover, Walt Glines, Rachel Perez, Laura Perry, and Student Trustee Iris Cueto, advisory vote of aye to approve.

0 Noes

1 Absent: Lois Locci,

- (d) Curriculum

MSC (K. Child/R. Perez)

Vote:

6 Ayes: Jonathan Brusco, Kent Child, Mark Dover, Walt Glines, Rachel Perez, Laura Perry, and Student Trustee Iris Cueto, advisory vote of aye to approve.

0 Noes

- 1 Absent: Lois Locci,
- (e) Approve new Title and Classified Appointment of the Associate Vice President, Human Resources and Labor Relations
MSC (I. Cueto/J. Brusco)
Vote:
6 Ayes: Jonathan Brusco, Kent Child, Mark Dover, Walt Glines, Rachel Perez, Laura Perry, and Student Trustee Iris Cueto, advisory vote of aye to approve.
0 Noes
1 Absent: Lois Locci,
- (f) Approve new Title and Classified Appointment of the Associate Vice President, Business and Security Services
MSC (I. Cueto/J. Brusco)
Vote:
6 Ayes: Jonathan Brusco, Kent Child, Mark Dover, Walt Glines, Rachel Perez, Laura Perry, and Student Trustee Iris Cueto, advisory vote of aye to approve.
0 Noes
1 Absent: Lois Locci,
- (g) Notice of Completion for the San Martin Aviation Project
MSC (W. Glines/K. Child)
Discussion: Gavilan signage will be put up at the San Martin airport.
Vote:
6 Ayes: Jonathan Brusco, Kent Child, Mark Dover, Walt Glines, Rachel Perez, Laura Perry, and Student Trustee Iris Cueto, advisory vote of aye to approve.
0 Noes
1 Absent: Lois Locci,
- (h) IBI Group Architecture and Planning Project Assignment Amendments Augmentations
MSC (K. Child/W. Glines)
Vote:
6 Ayes: Jonathan Brusco, Kent Child, Mark Dover, Walt Glines, Rachel Perez, Laura Perry, and Student Trustee Iris Cueto, advisory vote of aye to approve.
0 Noes
1 Absent: Lois Locci,
- (i) Coyote Valley Center Increment #2, Change Order #7
MSC (W. Glines/ K. Child)
Vote:
6 Ayes: Jonathan Brusco, Kent Child, Mark Dover, Walt Glines, Rachel Perez, Laura Perry, and Student Trustee Iris Cueto, advisory vote of aye to approve.
0 Noes
1 Absent: Lois Locci,
- (j) GCFA/District Contract Proposal ("Sunshine")
MSC (K. Child/J. Brusco)
Vote:
6 Ayes: Jonathan Brusco, Kent Child, Mark Dover, Walt Glines, Rachel Perez, Laura Perry, and Student Trustee Iris Cueto, advisory vote of aye to approve.
0 Noes
1 Absent: Lois Locci,

IV. CLOSING ITEMS

1. The next regularly scheduled Board meeting is April 11, 2017, Gavilan College, GECA, Multi-Purpose Building.
2. Adjournment – The meeting was adjourned at 8:41 p.m.