ADOPTED

GLENDALE COMMUNITY COLLEGE
CAMPUS EXECUTIVE COMMITTEE

MINUTES

October 11, 2011 – 2:30 p.m.
AD 121

The Campus Executive Committee Meeting was called to order at 2:33 p.m.

Present: Dawn Lindsay (Chair), Saodat Aziskhanova(CSEA), Mary Mirch (Adm), Ron Nakasone (Adm), Rick Perez (Adm), Isabelle Saber (Guild), Suzanna Sargsyan (ASGCC), Michael Scott (Senate), Frankie Strong*, Donna Voogt (Adm)*

Guest: Abe Barakat

Quorum (7): 7 out of 7 voting members.

*Resource member, non-voting

APPROVAL OF MINUTES – September 6, 2011

	OUTCOME	WHO'S RESPONSIBLE
The Committee reviewed and approved the Campus Executive Committee Minutes of September 6, 2011.	*It was moved (Mr. Scott) and seconded (Dr. Mirch) to approve the Campus Executive Committee Minutes of September 6, 2011. The motion passed unanimously.*	

ACCEPTANCE OF SUBCOMMITTEE MINUTES

	OUTCOME	WHO'S RESPONSIBLE
a) Budget Committee *Adopted Minutes of August 23, 2011* *Adopted Minutes of September 8, 2011* b) Campuswide Computer Coordinating Committee *Adopted Minutes of April 21, 2011* c) EEO Advisory Committee *Adopted Minutes of May 5, 2011* *Adopted Minutes of June 2, 2011* d) Enrollment Management Committee *Adopted Minutes of March 9, 2011* *Adopted Minutes of March 30, 2011* *Adopted Minutes of May 11, 2011* Note: The following subcommittees did not have adopted minutes to bring forward at this time: • Governance Review Committee • Institutional Planning Coordination Committee	*It was moved (Ms. Sargsyan) and seconded (Ms. Aziskhanova) to accept the following subcommittee minutes:* a) Budget Committee *Adopted Minutes of August 23, 2011* *Adopted Minutes of September 8, 2011* b) Campuswide Computer Coordinating Committee *Adopted Minutes of April 21, 2011* c) EEO Advisory Committee *Adopted Minutes of May 5, 2011* *Adopted Minutes of June 2, 2011* d) Enrollment Management Committee *Adopted Minutes of March 9, 2011* *Adopted Minutes of March 30, 2011* *Adopted Minutes of May 11, 2011* *The motion passed unanimously.*	

• Released Time Extra Pay Committee • Staff Development Committee • Web Oversight Committee		

BOARD AGENDA of October 17, 2011 (Action Item a)

	OUTCOME	**WHO'S RESPONSIBLE**

The Campus Executive Committee reviewed the board agenda for the October 17, 2011 board meeting:
 	
• There will be a 4:30 p.m. reception to welcome the new faculty members.
• Informational Report No. 5, McCallum Group, Inc. Quarterly Report, will be followed next month by an in-person special presentation.
• New Business Report No. 1, Approval of Agreement Between the Associated Students of Glendale Community College and Follett Higher Education Group, Inc. – Ms. Sargsyan noted that the Student Government endorsed the agreement at their meeting this morning.
• The process of distribution of documents supplemental to the board agenda was reviewed.
  ◆ Dr. Lindsay offered the option of this item being added to the October 17 board agenda or the November 1 Special Board Meeting – Board Retreat.
  ◆ Ms. Aziskhanova and Ms. Saber both said that they were fine with this item being addressed at the November 1 board meeting.		

CONSENT CALENDAR (Action Item b)

	OUTCOME	
The Consent Calendar prepared for the October 11, 2011 Campus Executive Committee Meeting was reviewed and approved.	*It was moved (Dr. Perez) and seconded (Ms. Sargsyan) to approve the Consent Calendar prepared for the October 11, 2011 Campus Executive Meeting. The motion passed unanimously.*	

ACTION

	OUTCOME	WHO'S RESPONSIBLE
a) Distance Education Program/Mission Statement and Plan (Scott) • Dr. Mirch said that she would like her remarks reflected in the minutes: This is a working document, an active process, and a starting point. • Mr. Scott confirmed that this is a living document. b) Summer Pay Issue After a brief discussion, Ms. Saber, Dr. Mirch, and Ms. Voogt determined that the employee pay issue in question was in the process of being resolved.	*It was moved (Dr. Mirch) and seconded (Ms. Aziskhanova) that the Campus Executive Committee approve the Glendale Community College Distance Education Mission Statement, Program, and Plan so that it can be presented to the Board of Trustees. The motion passed unanimously.*	

FIRST READINGS

	OUTCOME	WHO'S RESPONSIBLE
a) AR 2511: *Governance Document* • The Campus Executive Committee unanimously agreed to move this item to the top of the agenda. • Ms. Strong reviewed each of the five Governance Review Committee motions and referred the Campus Executive Committee to the specific section's proposed language change. • As the version of AR 2511 presented to Campus Executive contained additional highlighted language (future proposed changes), the committee requested that when the document comes back for a second reading, that only the currently proposed (five motions) language changes be highlighted. • On page 5 of AR 2511, under "Membership," Ms. Saber asked for verification that, in the event that a constituency representative is not present at a governance meeting, that the constituency president receives proxy. • Mr. Scott replied that he would refer this question to Governance Review. b) Administrative Regulation 6700: *Use of College Facilities* AR 6700 was duly noted.	*It was moved (Mr. Scott) and seconded (Dr. Mirch) to take the first reading of Administrative Regulation 2511 out of order, moving it from 5a to the top of the Campus Executive agenda. The motion passed unanimously.*	a.1) Ms. Strong will bring back AR 2511 to a future Campus Executive meeting for a second reading and request for approval. The document will reflect in highlighted language the current five motions. Language still in the process of being revised by the Governance Review Committee will not be highlighted. a.2) Mr. Scott will bring the question of constituency presidents acting as emergency proxies for constituent representatives to the Governance Review Committee. b) Administrative Regulation 6700: *Use of College Facilities* was duly noted as a first reading. Mr. Nakasone will bring the document back to a future Campus Executive for a second reading and request for approval.

OTHER

	OUTCOME	WHO'S RESPONSIBLE
1. Dr. Mirch noted that the new faculty were being invited verbally and via email today for introduction at the upcoming board meeting. She said that the invitation was timed for today, as the new faculty were also introduced at today's Faculty Meeting. 2. Ms. Sargsyan asked Mr. Nakasone for an update on the air chiller noise situation at the Garfield Campus. Mr. Nakasone replied that efforts were ongoing to address the problem. 3. Ms. Aziskhanova announced that the CSEA Holiday Party is December 14 and all are invited. 4. Mr. Scott announced that the Senate Holiday Party is scheduled for December 1.		

NEXT MEETING

The next Campus Executive Meeting is scheduled for Tuesday, November 16, 2011 at 2:30 p.m.

ADJOURNMENT - The meeting was adjourned at 3:50 p.m.

Respectfully submitted by Sally Holmes, Secretary to the Superintendent/President.