GLENDALE COMMUNITY COLLEGE CAMPUS EXECUTIVE COMMITTEE

MINUTES

April 6, 2012 – 8:00 a.m. AD 121

The Campus Executive Committee Meeting was called to order at 8:00 a.m.

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

Quorum (7): 7 out of 7 voting members. *Resource member, non-voting

APPROVAL OF MINUTES - March 13, 2012

	OUTCOME	WHO'S RESPONSIBLE
The Committee reviewed and approved the	It was moved (Dr. Perez) and seconded	
Campus Executive Committee Minutes of	(Mr. Nakasone) to approve the Campus	
March 13, 2012.	Executive Committee Minutes of March	
	13, 2012. The motion passed	
	unanimously.	

ACCEPTANCE OF SUBCOMMITTEE MINUTES

Web Oversight Committee

ACCEPTANCE OF SUBCOMMITTEE MIN	<u>JIE3</u>	
The following subcommittee minutes were voted on collectively:	OUTCOME It was moved (Ms. Sargsyan) and seconded (Mr. Nakasone) to accept the	WHO'S RESPONSIBLE
	following subcommittee minutes:	
a) Budget Committee		
Adopted Minutes of February 28, 2012	a) Budget Committee	
Adopted Minutes of March 8, 2012	Adopted Minutes of February 28, 2012 Adopted Minutes of March 8, 2012	
b) Campuswide Computer Coordinating		
Committee	b) Campuswide Computer Coordinating	
Adopted Minutes of February 23, 2012	Committee	
N E and Harris of Manager and A	Adopted Minutes of February 23, 2012	
c) Enrollment Management	a) Enrollment Management	
Adopted Minutes of November 9, 2011	c) Enrollment Management Adopted Minutes of November 9, 2011	
d) Institutional Planning Coordination	Adopted Williates of November 9, 2011	
Committee	d) Institutional Planning Coordination	
Adopted Minutes of January 23, 2012	Committee	
Adopted Minutes of February 13, 2012	Adopted Minutes of January 23, 2012	
Adopted Minutes of February 27, 2012	Adopted Minutes of February 13, 2012	
	Adopted Minutes of February 27, 2012	
Note: The following subcommittees	The modern control of the control of	
did not have adopted minutes to bring	The motion passed unanimously as amended.	
forward at this time: • EEO Committee	arrierided.	
Governance Review Committee		
Released Time Extra Pay		
Committee		
Staff Development Committee		
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BOARD AGENDA of April 16, 2012 (Action Item a)

	OUTCOME	WHO'S RESPONSIBLE
a) The Campus Executive Committee		
reviewed the board agenda for the April		
16, 2012 board meeting.		

CONSENT CALENDAR (Action Item b)

b) The Consent Calendar prepared for the April 6, 2012 Campus Executive Committee Meeting was reviewed and approved.

OUTCOME

It was moved (Dr. Perez) and seconded (Ms. Sargsyan) to approve the Consent Calendar prepared for the April 6, 2012 Campus Executive Meeting. The motion passed unanimously.

WHO'S RESPONSIBLE

ACTION ITEMS c and d

c) Replacement of Superintendent/President

- Ms. Voogt said that Administrative Executive and Cabinet were proposing focus groups with a suggested composition of one Board Member, representatives for the CSEA, Guild, Managers & Confidentials and Students. The focus groups would be facilitated by Ms. Voogt.
- During the meeting, Ms. Voogt developed a chart covering the pros and cons of "interim only" vs. "can be permanent" and internal vs. external (for interim).
- Discussion points stemming from the chart included:
 - Senate (per Michael Scott)
 does not want the Interim
 to be the permanent
 Superintendent/President;
 wants a good pool; doesn't
 want to rush into this. Mr.
 Scott said that the
 electorate is scheduled to
 meet.
 - CSEA (per Mr. Zariani) is scheduled to meet. Said, in his opinion, the Interim should not be allowed to apply for the permanent position.
 - Guild has met (per Ms. Saber), recommends an Interim for the next year, and asked that the Interim be external and be excused from applying for

OUTCOME WHO'S RESPONSIBLE

Dr. Lindsay will bring Campus Executive's Interim search recommendations to the Board on April 16 and will share with the Board the following:

- Ms. Saber's request that the Administrative Dean of Human Resources facilitate discussions on the CEO search process.
- Mr. Scott's request for dialog and an active voice.

Ms. Voogt will bring forward a proposal to the Board that they begin an immediate search for an Interim Superintendent/President for a term of one year or less with input from all constituent groups.

Ms. Voogt will facilitate focus groups meetings as follows:

- CSEA
 April 19 (12:30)
- Guild & Senate April 17 (12:00)
- Management Group (TBD)
- Students (TBD)

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the permanent position.

- Ron Nakasone said that the real question is can the Interim apply for the permanent position?
 - Mr. Zariani, Mr. Scott and Ms. Saber all agreed the Interim cannot apply.
- Ms. Voogt asked if the constituent presidents have a preference for internal vs. external for the Interim.
 Mr. Scott and Mr. Zariani said no.
 Ms. Saber said that the Guild would deal with it.
- Ms. Saber said that the Board needs to listen to its constituents. Said she was uncomfortable with the Superintendent/President having a center role in this discussion. Asked that the Superintendent/President be excused from the discussion with the Board [April 16 board meeting] and that the Administrative Dean of Human Resources take that responsibility over.
- Dr. Lindsay said that after April 16, her discussion would not be appropriate, however, she said that she will bring the proposed Interim process to the Board on the 16th and said that Ms. Saber's message will be conveyed.
- Ms. Voogt asked if it would be one group or multiple meetings. The constituents asked for separate meetings: the Senate and Guild together; CSEA; Managers; Students.
 - o The CSEA will meet on April 19th at 12:30 p.m.
 - o The Senate and Guild will meet on April 17 from 12:00 – 3:00 p.m.
 - Managers TBA
 - o Students TBA
- Ms. Voogt will share the findings with the Board at a future special board meeting (date to be determined).
- The timeline for the Interim search was discussed. Ms. Voogt suggested that everything be ready by July 1 and therefore Human Resources will need to post the search announcement by the first week of May.

Ms. Voogt will share the focus group findings with the Board at a future board meeting (date to be determined).

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d) Campus Beautification

Ms. Sargsyan presented a PowerPoint presentation to highlight the ASGCC's plan to volunteer their time to help repair certain areas of the campus. Ms. Sargsyan noted that this project has been vetted through the necessary committees.

- She showed various slides of demonstrating classroom walls needing painting.
- Ms. Sargsyan said that her committee has met with Dan Padilla and that Facilities has approved the project.
- Mr. Zariani noted that CSEA has been consulted and that this activity will not supplant CSEA employment.

Dr. Lindsay and others on Campus Executive expressed their appreciation to Ms. Sargsyan for spearheading this effort.

FIRST READING REPORTS

The following were duly noted:

- a) Administrative Regulation 2121:
 Line of Responsibility Administrative Operations (Deletion)
- b) Board Policy 3820: Gifts, Grants and Bequests
- c) Administrative Regulation 3820: Gifts, Grants and Beguests

OUTCOME

WHO'S RESPONSIBLE

Administrative Regulation 2121: Line of Responsibility - Administrative Operations (Deletion) and Administrative Regulation 3820: Gifts, Grants and Bequests were duly noted as first readings. Mr. Nakasone will bring the documents back to a future Campus Executive for a second reading and request for approval.

Board Policy 3820: Gifts, Grants and Bequests 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 and subsequent placement on the board agenda as a first reading.

UNFINISHED BUSINESS

a) Administrative Regulation 3570: Policy on Smoking on Campus

OUTCOME

It was moved (Ms. Saber) and seconded (Mr. Nakasone) to approve Administrative Regulation 3570: Policy on Smoking on Campus.

The motion passed unanimously.

WHO'S RESPONSIBLE

Mr. Nakasone will advise his staff that AR 3570 has been approved and that the revised document can now be posted online.

OTHER

a) Extension to Scheduling of Pending Judicial Board Hearing

(Item added at the beginning of the meeting by Ms. Saber)

Providing background for her request and referring to Administration Regulation 5500, Ms. Saber requested that Campus Executive approve the extension of the timeline for scheduling a pending Judicial Board Hearing. The original deadline is April 27.

The Campus Executive Committee agreed, given the scheduling challenges as presented by Ms. Saber, that for this particular hearing, an extension of ten working days could be granted, barring any restrictions in the Education Code.

Dr. Perez indicated that he would ask Dr. Schlossman to confirm that the scheduling extension is compliant with the Education Code.

b) Board Policy 2435: Evaluation of Superintendent/President

(Item added at the beginning of the meeting by Dr. Lindsay)

Noting time constraints and 10:00 a.m. meeting obligations of other committee members, Dr. Lindsay did not present this item.

It was moved (Ms. Saber) and seconded (Mr. Scott) that, barring any restrictions in the Education Code, the Judicial Board be granted ten extra working days from April 27, 2012 to schedule a pending hearing.

The motion passed unanimously.

Dr. Perez will ask Dr. Schlossman to confirm that the scheduling extension of the judicial hearing in question is compliant with the Education Code.

NEXT MEETING

The next Campus Executive Committee Meeting is scheduled for Tuesday, May 15, 2012 at 2:30 p.m. in AD 121.

ADJOURNMENT - The meeting was adjourned at 10:05 a.m.

Recorded by Sally Holmes, Secretary to the Superintendent/President