GLENDALE COMMUNITY COLLEGE
GOVERNANCE UPDATE
JANUARY 2013

The Governance Update report comprises the actions taken by various governance committees. It is required by Administrative Regulation 2511, the Governance Document. This report includes motions and information items as shown in the minutes of committees that reported to the Governance office between ***November 27, 2012 and December 11, 2012.***

- Items reported here may have changed or been resolved during a more recent meeting than the date noted.
- Any questions regarding items listed contact the chair of the appropriate committee.
- Committee chairs may be emailed directly from the Blue List. For the list of governance committees and to view committee minutes in their entirety visit: http://www.glendale.edu/governance
- Items ~~struck~~ were not approved by Campus Executive and therefore, returned to the reporting committee for clarification.

EXECUTIVE a.k.a CAMPUS EXECUTIVE – December 4, 2012

2:30 p.m., AD 121- Meets 1 week prior to Board of Trustees meetings

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

APPROVAL OF MINUTES

1. It was moved (Mr. Marukyan) and seconded (Mr. Scott) to approve the Campus Executive Committee minutes of November 13, 2012 as amended. The motion passed unanimously.

MOTIONS APPROVED

2. It was moved (Mr. Marukyan) and seconded (Mr. Nakasone) to accept the following subcommittee minutes:

   Budget Committee
   Adopted Minutes of October 11, 2012

   Enrollment Management
   Adopted Minutes of October 10, 2012

   The motion passed unanimously.

3. It was moved (Ms. Saber) and seconded (Dr. Mirch) to approve the Consent Calendar prepared for the December 10, 2012 Campus Executive Committee Meeting. The motion passed unanimously.

4. It was moved (Dr. Mirch) and seconded (Ms. Saber) to implement the use of speaker cards at Board of Trustees meetings. The motion passed unanimously.

5. It was moved (Dr. Perez) and seconded (Mr. Marukyan) to approve the deletion of Board Policy 5130: Degrees and Certificates; Board Policy 5132: Certificates of Completion; and Board Policy 5150: Credit-No Credit Courses. The motion passed unanimously.

6. It was moved (Ms. Saber) and seconded (Dr. Mirch) to table AR 2511: Governance Document and to bring back to the February 19, 2013 Campus Executive Committee meeting as Unfinished Business. The motion passed unanimously.

7. It was moved (Mr. Nakasone) and seconded (Dr. Mirch) to approve Administrative Regulation 3530: Weapons on Campus. The motion passed unanimously.

8. It was moved (Dr. Perez) and seconded (Mr. Zariani) to approve Administrative Regulation 4100: Graduation Requirements for Degrees & Certificates with the addendum that the approval was contingent upon the AR having gone to Academic Affairs. The motion passed unanimously.

NEXT MEETING DATE –January 8, 2013, 2:30 p.m., AD 121

SUBCOMMITTEES OF CAMPUS EXECUTIVE:

BUDGET – November 15, 2012
2nd Thursday & 4th Tuesday, 12:00-1:30 pm, AD 121

QUORUM 9/10 voting members; 1 resource, 6 guests

APPROVAL OF MINUTES

1. MSC to approve the October 11, 2012 minutes.

MOTIONS APPROVED

1. MSC to approve of the numbers 3/2/3/3 for the Budget Committee Self-Evaluation survey

MOTION FAILED - None

MOTIONS TABLED - None

REPORTS

1. Ron said that Proposition 30 passed which will mean that 4.6m in midyear cuts have now avoided.

NEXT MEETING: December 13, 2013

CAMPUSWIDE COMPUTER COORDINATION – Last meeting reported October 18, 2012
3rd Thursday, 12:30 -1:30p, AD 121

NEXT MEETING: November 15, 2012

ENROLLMENT MANAGEMENT – Last meeting reported October 10, 2012
2nd Wednesday, 12:20 - 1:20, AD 121

NEXT MEETING: TBD

EQUAL EMPLOYMENT OPPORTUNITY – Last meeting reported September 27, 2012
4ST Thursday, 12:30-1:30, SM270

NEXT MEETING: TBD

GOVERNANCE REVIEW – December 4, 2012
1st Tuesday, 1:30-2:30pm, AD 249

Reported from unadopted minutes.

QUORUM 7/9 voting members

APPROVAL OF MINUTES

2. MSC to approve the November 6, 2012 minutes, 1 abstention.

MOTIONS APPROVED - None

MOTION FAILED - None

MOTIONS TABLED - None

REPORTS

1. **Acton Item:** GRC [Governance Review Committee] will research the last [governance] survey and will review minutes to identify topics. The intent of the survey is to gather data on whether to campus population understands governance and its decision making processes.

2. **Action Item:** Richard Cortes will create and send out to "GCC" a pre-survey. An introduction will include: "The Governance Review Committee will be conducting their periodic survey soon. We are interested in promoting high quality shared governance practices. We would appreciate any suggestions on topics that we should address in the survey."
3. **Action Item:** January 15, 2013 at 12:00pm in the Governance Office is the date of the survey meeting.
4. **Action Item:** The committee shall forward any further recommendations to Frankie who will then make the changes to FAQs [Frequently Asked Questions about governance] to be presented at the next GRC meeting. The draft AR 2511, the Governance Document, shall be used for cross reference.
5. The final draft of AR 2511 will be presented to Campus Executive on December 4, 2012 at 2:30pm. In addition to the draft regulation a table spreadsheet listing all the changes will be provided. Both documents were provided to the GRC today.

NEXT MEETING: January 15, 2013

INSTITUTIONAL PLANNING COORDINATION – Last meeting reported August 27, 2012
2nd & 4th Mondays, 12:15pm – 1:30pm, AD 121
NEXT MEETING: September 10, 2012

MASTER PLANNING - TEAM A – Last meeting reported May 18, 2012.
Meets as needed, 1:30pm – 3:30pm, MP 103 (Garfield Campus Community Room)
NEXT MEETING: Fall 2012

RELEASED TIME/EXTRA PAY – Last meeting reported October 19, 2012
Dates and Times Determined By Committee, 12:00-1:00p, SM270
NEXT MEETING: November 16, 2012 at 10:00 a.m.

STAFF DEVELOPMENT – Last meeting reported October 16, 2012
3rd Thursday, 12:30 pm, HR Conference Room
NEXT MEETING: November 15, 2012

WEB OVERSIGHT – Last meeting reported May 23, 2012.
4th Wednesday, 12:30 pm, AD 121
Reported from unadopted minutes.
NEXT MEETING: TBD

ACADEMIC AFFAIRS – November 7, 2012
1st Wednesday, 2:00 - 4:00 pm, AD 217
Reported from unadopted minutes.
QUORUM 28/34; 5 resources
APPROVAL OF MINUTES

1. MSC to approve minutes of October 3, 2012.

MOTIONS APPROVED

1. MSC to approve the revised instructional plan as a working document subject to additional modifications. The plan will be forwarded to the Campus Executive for approval.
2. MSC to approve the following items under the consent calendar:
   - Curriculum & Instruction *corrected* minutes, September 12, 2012 meeting
   - Curriculum & Instruction minutes, October, 10, 2012 meeting
   - Visual Arts Associate in Arts Degree Option 2: Two Dimensional – Degree Revision

- Visual Arts Associate in Arts Degree Option 4: Three Dimensional – Degree Revision

3. MSC to approve revised Administrative Regulation 4240 – Academic Renewal without Course Repetition. One abstention. This Administrative Regulation will be forwarded to the Campus Executive for approval.
4. MSC to approve Academic Calendar minutes of October 24, 2012 meeting.
5. MSC to approve Basic Skills minutes of June 4, 2012, and September 24, 2012 meetings.

MOTION FAILED - None
MOTIONS TABLED - None
REPORTS – none
NEXT MEETING: December 12, 2012

SUBCOMMITTEES OF ACADEMIC AFFAIRS:

ACADEMIC CALENDAR – October 24, 2012
Committee meets as needed

Reported from unadopted minutes.
QUORUM 4/6 voting members; 1 resource
APPROVAL OF MINUTES

1. It was MSC to approve the minutes of September 24, 2012.

MOTIONS APPROVED

1. It was MSC to approve the draft 2013/2014 Academic Calendar.

MOTIONS FAILED – none
MOTIONS TABLED – none
REPORTS – none
NEXT MEETING: TBD

BAJA PROGRAM – did not meet
Meets twice per year. Contact Chair for date, time and location. 12:30-1:30p, SG202

Last meeting reported May 22, 2012

BASIC SKILLS – September 24, 2012
3rd Monday, 2:30-4pm, CS 266

Reported from unadopted minutes.
QUORUM 12/15 voting members; 3 resource; 0 guests
APPROVAL OF MINUTES
MSC to approve June 4, 2012 minutes
MOTIONS APPROVED

1. MSC to approve $1,527 to fund SD tuition for Spring 2012.
2. MSC to not hire BSI Coordinator and Assistant for 2012 – 2013 year.
3. MSC to approve GCC's BSI Action Plan to Chancellor's Office as amended.

MOTIONS FAILED – none
MOTIONS TABLED – none
REPORTS

1. Terrence Yu will amend % increase goals in Action Plan based on GCC historical data trends.
2. Jan Young will get required GCC signatures before deadline of October 10, 2012.

NEXT MEETING: October 15, 2012

GRADUATION REQUIREMENTS – Did not meet
Meets as needed.

SCHOLARS PROGRAM – did not meet
As needed, contact Chair
Last meeting reported October 27, 2011.

STUDY ABROAD – did not meet
3rd or 4th Thursday s, 12:00-1:10pm, AD 121
Last meeting reported May 3, 2012.

STUDENT AFFAIRS – Last meeting reported October 17, 2012
3rd Wednesday, 1:00-2:00pm, AD 121
NEXT MEETING: November 28, 2012

SUBCOMMITTEES OF STUDENT AFFAIRS:

ASSESSMENT – Last meeting reported March 8, 2012
2nd Thursday, 2:00 pm, AD 121
NEXT MEETING: TBA

INTERNATIONAL STUDENTS – October 11, 2012
As needed, contact Chair
Report is forthcoming.
Last reported meeting November 4, 2010
NEXT MEETING: TBA

LIBRARY & INFORMATION COMPETENCY– Last meeting reported September 27, 2012
NEXT MEETING: October 25, 2012

MATRICULATION – Last meeting reported May 24, 2012
4th Thursday, 2:00 pm, SR 221
NEXT MEETING: November 29, 2012

NONCREDIT MATRICULATION – Last meeting reported September 26, 2012
3rd Wednesday, 3:30 pm, 4x per academic year
NEXT MEETING: November 29, 2012

OUTREACH - Last reported meeting unknown
As needed, contact Chair
NEXT MEETING - TBA

SERVICE LEARNING – Last meeting reported April 23, 2012
As needed, contact Chair
NEXT MEETING: TBA

STUDENT FEES – Last meeting reported October 10, 2012
2nd Tuesday, 2:00-3:30pm, AD 121
NEXT MEETING: November 14, 2012

TECHNOLOGY MEDIATED SERVICES – Last reported meeting October 26, 2011
As needed, contact Chair
NEXT MEETING: TBA

ADMINISTRATIVE AFFAIRS – December 11, 2012

11 am – 12 pm, AD121

Report is forthcoming.

Last meeting reported November 20, 2012

SUBCOMMITTEES OF ADMINISTRATIVE AFFAIRS:

CAMPUS DEVELOPMENT COMMITTEE – November 1, 2012

1st Thursday, 12:00 – 1:30 p.m., HS 214

Report is forthcoming.

Last meeting reported October 4, 2012

ENVIRONMENTAL AFFAIRS COMMITTEE – November 7, 2012

1st Wednesday, 12:20 pm – 1:30 pm, (HS 214)

Report is forthcoming.

Last meeting reported October 3, 2012

SAFETY – November 2012

3rd Wednesday, 11:00am-12:00pm, HR Conference Room

Report is forthcoming.

Last meeting reported October 17, 2012.

Respectfully submitted by
Frankie Strong, Governance Office