

**GLENDALE COMMUNITY COLLEGE
CAMPUS EXECUTIVE COMMITTEE**

MINUTES

**July 9, 2013 – 2:30 p.m.
AD 121**

The Campus Executive Committee Meeting was called to order at 2:34 p.m.

Present: David Viar (Chair), Mary Mirch (Adm), Rick Perez (Adm), Davit Avagyan (ASGCC), Richard Kamei (Guild), Ron Nakasone (Adm), Michael Scott (Senate), Paul Schlossman (MaC)*, Donna Voogt (Adm)*, Hoover Zariani (CSEA)

Guests: Brenda Jones, Isabelle Saber

Absent: Frankie Strong

Quorum: 7 out of 7 voting members

*Resource member, non-voting

WELCOME

The Campus Executive Committee welcomed Dr. David Viar.

APPROVAL OF MINUTES – June 18, 2013

	<u>OUTCOME</u>	<u>WHO'S RESPONSIBLE</u>
<p>The Committee reviewed and approved the Campus Executive Committee Minutes of June 18, 2013.</p> <ul style="list-style-type: none"> • Mr. Kamei noted that the "Next Meeting" date at the conclusion of the minutes should read "July 9, 2013." 	<p><i>It was moved (Dr. Perez) and seconded (Mr. Scott) to approve the Campus Executive Committee minutes of June 18, 2013. The motion passed unanimously.</i></p>	

ACCEPTANCE OF SUBCOMMITTEE MINUTES

	<u>OUTCOME</u>	<u>WHO'S RESPONSIBLE</u>
<p>The following subcommittee minutes were presented for acceptance and voted on collectively:</p> <ul style="list-style-type: none"> a) Budget Committee <i>Adopted Minutes of May 28, 2013 Adopted Minutes of June 13, 2013</i> b) Staff Development <i>Adopted Minutes of March 7, 2013 Adopted Minutes of April 4, 2013</i> 	<p><i>It was moved (Dr. Perez) and seconded (Mr. Zariani) to accept the following subcommittee minutes:</i></p> <ul style="list-style-type: none"> a) Budget Committee <i>Adopted Minutes of May 28, 2013 Adopted Minutes of June 13, 2013</i> b) Staff Development <i>Adopted Minutes of March 7, 2013 Adopted Minutes of April 4, 2013</i> <p><i>The motion passed unanimously.</i></p>	

BOARD AGENDA of July 15, 2013 (Action/Information Item a)

<p>The Campus Executive Committee reviewed the board agenda for the July 15, 2013 board meeting. Items discussed included:</p> <ul style="list-style-type: none"> • <u>Informational Report No. 3 – Accreditation Progress Report</u> – Dr. Viar noted that the report had been updated to include the Accrediting Commission (ACCJC) action letter received on July 8. 		
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CONSENT CALENDAR (Action Item b)

	OUTCOME	WHO'S RESPONSIBLE
<p>b) The Consent Calendar prepared for the July 9, 2013 Campus Executive Committee Meeting was reviewed and approved.</p>	<p><i>It was moved (Mr. Scott) and seconded (Mr. Kamei) to approve the Consent Calendar prepared for the July 9, 2013 Campus Executive Committee Meeting. The motion passed unanimously.</i></p>	

FIRST READING REPORTS

	OUTCOME	WHO'S RESPONSIBLE
<p>a) Administrative Regulation 3580: <i>Work Place Temperature</i></p> <ul style="list-style-type: none"> • Mr. Scott noted that the language does not address faculty concerns for the classroom environment. • Mr. Kamei read language provided by the Guild. • It was agreed that Mr. Kamei would work with Mr. Nakasone on AR 3580's language in preparation for the document's second reading at Campus Executive. <p>b) Administrative Regulation 6305: <i>District Reserves</i></p> <ul style="list-style-type: none"> • The committee reviewed the newly added language, "C. Reserve for Salary Stabilization." • Ms. Voogt requested that, as it pertains to the General Reserve, the information in new section "D" be moved into section "A." 		<p><u>Administrative Regulation 3580</u> – Mr. Nakasone will work with Mr. Kamei on the language in preparation for the return of the document to a future Campus Executive meeting for a second reading and request for approval.</p> <p><u>Administrative Regulation 6305</u> – Mr. Nakasone will coordinate the suggested change of incorporating Section D into Section A in preparation for the return of the document to a future Campus Executive meeting for a second reading and request for approval.</p>

INFORMATIONAL ITEMS

<p>a) Program Review / Accreditation / Planning (PRAP) Report</p> <ul style="list-style-type: none"> • Dr. Viar noted that Isabelle Saber, who was present, would be attending 		
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<p>Campus Executive meetings in her role as RTEP Coordinator for Planning, Program Review and Accreditation when there are items of significance to report out.</p> <ul style="list-style-type: none"> • Dr. Viar prefaced a discussion of the July 3, 2013 ACCJC's action letter to the college by noting that there has not been a change in the college's accreditation status and that Glendale Community College remains at the highest level of accreditation. He did say, however, that the college needs to pay heed to the Accrediting Commission's recommendations that have come forth in the letter. • The Campus Executive Committee discussed these recommendations, how to successfully address the recommendations within the given timeframe, and the need for accountability. • At the conclusion of the discussion, there was agreement that sustainable processes needed to be put in place so that the completion of student learning outcomes and program assessments will be accomplished to address the ACCJC's recommendations by March, 2014. • To that end, the Campus Executive Committee was in agreement that there will be accountability. 		
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OTHER

<p>Dr. Mirch announced two upcoming performances of the GCC Concert Singers under the direction of Dr. Peter Green, Visual and Performing Arts Division Chair:</p> <ul style="list-style-type: none"> • Video Games Live Concert – July 17 – Irvine • Comic Con – July 20 – San Diego 		
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NEXT MEETING

The next Campus Executive Committee Meeting is scheduled for Tuesday, August 20, 2013 at 2:30 p.m. in AD 121.

ADJOURNMENT - The meeting was adjourned at 3:54 p.m.