

GOVERNANCE COMMITTEES
a.k.a. **THE BLUE LIST**

FREQUENTLY ASKED QUESTIONS ABOUT THE BLUE LIST

What is the Blue List?

The Blue List lists all governance committees on campus and includes the representatives of each committee.

Before the internet, the list of Governance Committees was typed on and on blue paper thus the “Blue List”.

How do I become a member?

Membership via Appointment

Members of governance committees are appointed by one of the following constituencies:

- Academic Senate
- Guild
- CSEA
- Administration
- Associate Student Government (ASGCC)

How long will I serve?

4-year appointment terms:

- Academic Senate
- Guild
- “Joint Faculty” are appointed jointly by the Academic Senate and the Guild.
- Administration both for “Administration” and “Manager/Confidential” seats.

2-year appointment terms: CSEA appointments

ASGCC appointments change each semester dependent upon student’s schedules.

Please note that positions in the following categories do not have a term of service: “ASGCC, Division Chairs, Recording Secretary and Resource.”

Questions or updates contact: [Frankie Strong](mailto:fstrong@glendale.edu) [fstrong@glendale.edu]

GOVERNANCE COMMITTEES

<u>Executive (CEC)</u>	<u>Academic Affairs</u>	<u>Student Affairs</u>	<u>Administrative Affairs</u>
<u>Budget</u>	<u>Academic Calendar</u>	<u>Assessment</u>	<u>Campus Development</u>
<u>Campus-wide Computer Coordinating</u>	<u>Baja</u>	<u>International Students</u>	<u>Safety</u>
<u>Community Relations</u>	<u>Curriculum & Instruction</u>	<u>Library & Information Competency</u>	
<u>Equal Employment Opportunity</u>	<u>Foundational Skills</u>	<u>Matriculation</u>	
<u>Governance Review</u>	<u>Graduation Requirements</u>	<u>Non-Credit Matriculation</u>	
<u>Institutional Planning Coordination</u>	<u>Scholars</u>	<u>Outreach</u>	
<u>Mini-Cabinet</u>	<u>Study Abroad</u>	<u>Service Learning</u>	
<u>Release Time Extra Pay</u>	<u>Technology Mediated Instruction</u>	<u>Technology Mediated Services</u>	
<u>Staff Development</u>		<u>Student Fees</u>	
<u>Web Oversight</u>			

KEY to reading the Blue List:

1. An underlined name indicates the [Committee Chair](#); this is an email link.
2. Members are listed by the appointing agency, for example:

Senate:	<u>John Doe (10-11)</u>
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This means John Doe is the Senate representative; the Senate appointed him.

3. Terms end at the close of the Spring Semester. The date, i.e. (10-11), listed after each name indicates the academic year that the individual's term of service ends. For example:

Senate:	<u>John Doe (10-11)</u>
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The numbers “(10-11)” after John Doe’s name indicate his term is through the end of the academic year of (10-11) so Spring Semester 2011.

4. Some faculty serve on committees as a consequence of their released time extra pay position. Released time positions for faculty are appointed by the Senate and Guild presidents and the appropriate Administrative Vice President.±

EXECUTIVE COMMITTEE

a.k.a. Campus Executive

Time & Location: Tuesday before Board of Trustee Meetings, 3:00 pm, AD 121

[Mission Statement](#)

The Executive Committee constitutes an effective means of gathering information, deliberating and reporting on issues of concern to the college. Executive has several sub-committees that report directly to it. Executive is the highest governance committee on campus and approves all recommendations that the Superintendent/President is charged with carrying forward to the Board.

Chair: [Dawn Lindsay](#), Superintendent/ President
votes only in the event of a tie

Senate: Mike Scott, Academic Senate President

Guild: Ramona Barrio-Sotillo, Guild President

CSEA: Saodat Aziskhanova, CSEA President

Administration: Rick Perez, Vice President Student Services
Mary Mirch, Vice President Instructional Services
Ron Nakasone, Executive Vice President Administrative Services

ASGCC: Janet Shamilian, Associated Students President

Resource: Vicki Nicholson, Associate VP Human Resources
Non-voting Frankie Strong, Governance Office Coordinator

Recording Sect: Sally Holmes, Office of Superintendent/President
Non-voting

[Return to Index of Committees](#)

MINI-CABINET

Time & Location: As needed, 11:00 am, President's Office

Mission Statement

Mini-Cabinet is an informal meeting between the Academic Senate, CSEA, Guild presidents and GCC's President/Superintendent to discuss areas of mutual concern.

Senate: Mike Scott, Academic Senate President
Guild: Ramon Barrio-Sotillo, Guild Local 2276 President
CSEA: Saodat Aziskhanova, CSEA Chapter 76 President
Administration: Chair, [Dawn Lindsay](#), Superintendent/President

[Return to Index of Committees](#)

BUDGET

Time & Location: 2nd Thursday & 4th Tuesday, 12:00-1:30 pm, AD 121

Mission Statement

The Budget subcommittee is responsible for monitoring the budget development process and the ongoing implementation of the annual college budget. This committee is responsible for setting priorities within both short-term and long-term income and expense expectations.

The budget process begins with units preparing a recommended budget for their specific area. A participatory process is used within each unit to ensure that requests are responsive to campus needs and reflect established goals and objectives of the college. The units' requested budgets are forwarded to the appropriate Vice-Presidents of Administrative Affairs, Student Services and Academic Affairs. The Vice-Presidents then forward area budget priorities to the Budget subcommittee which is charged with recommending to Campus Executive Committee a complete budget proposal. The Superintendent/ President is responsible for presentation of the final budget proposal to the Board of Trustees.

Under the direction of the Vice President of Administrative Services, administrative services personnel will produce the various fiscal documents requested by the budget subcommittee, the Board of Trustees, and various state agencies. Statutory regulations and deadlines, relative to budget development, must be adhered to.

Senate: Paul Mayer , Budget representative ±

Guild: Sarkis Ghazarian, Budget representative ±

CSEA: Paul Buehler (09-10),
Hoover Zariani, CSEA 1st Vice President

Administration: Chair, [Ron Nakasone](#), Executive Vice President Administrative Services
Mary Mirch, Vice President Instructional Services
Rick Perez, Vice President Student Services
Amir Nour, Interim Controller

ASGCC:

Resource: Vicki Nicholson, Associate VP Human Resources
Non-voting Arnel Pascua, Associate VP Information & Technology
Peggy Renner, Planning Coordinator

Recording Sect: Mark Darcourt, Administrative Services
Non-voting

[Return to Index of Committees](#)

CAMPUS-WIDE COMPUTER COORDINATING

Time & Location: 3rd Thursday, 12:00 pm, CR 139

Mission Statement

The mission of the Campus-wide Computer Coordinating Committee (CCCC) is to develop, oversee, and review the implementation of campus-wide policy and planning efforts pertaining to the use of computers and information technology (IT) at Glendale Community College. The CCCC will:

1. act as a central focal point for input from all campus constituencies on computer and IT related issues
2. seek to identify and resolve computer policy problems
3. act as a communication conduit for computer and IT related issues and
4. advise the Campus Executive Committee on policy and planning matters pertaining to computer and IT usage at Glendale Community College

Senate: Kathy Flynn (09-10)

Guild: Fabiola Torres (13-14)

Joint Faculty: Tom Voden (10-11), Michelle Kim (13-14), Brett Miketta (13-14)

CSEA: Simon Mirzayan (09-10), VACANT (09-10), Bill Elbetar (10-11), Susan Roberts (11-12)

Administration: Chair, [Arnel Pascua](#), Associate VP Information & Technology
Amir Nour, Interim Controller
Jewel Price, Dean Student Services
Mary Mirch, Vice President Instructional Services
Alfred Ramirez, Associate Dean Continuing and Community Education
Shereen Allison (12-13)

ASGCC:

Resource: Rick Perez, Vice President Student Services
Non-voting Edward Karpp, Associate Dean Research & Planning
Reed Anderson, Director IT Operations
Susan Courtney, Business Services
Gretchen Smart, Enrollment Services
Ed Bugayong, Employee Services Data Manager
Mary Stone, Computer Lab Supervisor
Brenda Jones, Interim Library & Learning Resources Director
David O'Donnell, Sr. Programmer
Pat Hurley, Associate Dean Financial Aid

Recording Sect: Gordon Lui, Informational Technology
Non-voting

[Return to Index of Committees](#)

COMMUNITY RELATIONS

Time & Location: Contact Chair

Mission Statement

The mission of the Community Relations Governance Committee is to:

1. Advise the Office of Communications, Marketing & Foundation in its efforts to:
 - a) Utilize news organizations, advertising, the website, publications and direct mail to:
 - i) communicate with and market the college's programs and services to potential students who can benefit from them and to those who influence potential students,
 - ii) communicate with and market the college's organizational goals and needs to business and community leaders, political representatives, alumni and potential donors,
 - iii) publicize the college's public events to residents of the greater Glendale area
 - iv) market the college to potential employees
 - v) market the college to current students.
 - b) Provide communication, marketing, design, graphic arts, and photographic and typesetting support to college programs and services.
 - c) Coordinate the college's brand image (look and feel) for all materials distributed on and off campus.
2. Establish and provide guidance to the Web Oversight Committee.

Senate:	Jeanette Farr (09-10)
Guild:	Shant Shahoian (10-11)
Joint Faculty:	Lara Kartalian (11-12) , Eddie Lopez (13-14), Jon Gold (12-13)
CSEA:	Patricia Chamroonrat (09-10), Alex Leon (10-11)
Administration:	Chair, Paul Schlossman (09-10), Andra Verstraete (10-11)
Manager/Confidential:	Barbara Jordan (10-11)
ASGCC:	Ani Ohanessyan, Pedro Kim
Resource:	Dianne Endsley, Community Member to Foundation Board
Non-voting	Lisa Brooks, Director Foundation

[Return to Index of Committees](#)

EQUAL EMPLOYMENT OPPORTUNITY

Time & Location: 1st Thursday, 12:00 -1:00 pm, HR Conference Room

Mission Statement

The mission of the EEO Advisory Committee is to promote diversity and ensure equitable treatment of all applicants and employees through education and compliance with federal/state laws, board policies, and established hiring procedures.

- Senate:** Bob Donaghy (09-10)
- Guild:** Tracey Ziegler (09-10)
- Joint Faculty:** Deborah Robiglio (13-14), JC Moore (13-14), Crescent Orpelli (09-10), Jean Perry (13-14), Julie Gamberg (12-13), James Castel de Oro (12-13), VACANT, EEO Coordinator±
- CSEA:** Luisa Salazar (09-10), Nicole Hise (09-10)
- Administration:** Chair, [Vicki Nicholson](#), Associate VP Human Resources; Valicia Dantzler, Employee Services Manager; Elmira Nazaryan (09-10), Andra Verstraete (09-10)
- Manager/Confidential:** Sue Borquez Dougherty (08-09)

[Return to Index of Committees](#)

GOVERNANCE REVIEW

Time and Location: 1st Tuesday, 1:15 pm, AD 249

Mission Statement

1. Recommend revisions and updates of the Governance Document every 3 years or sooner as needed
2. Ensure that the Governance Document and its committee structure are being followed properly
3. Educate the campus community on the Governance Document and Governance policies
4. Advise Campus Executive regarding any violations of the Governance Document
5. Propose policies and regulations that affect the governance process
6. Perform surveys every other year, beginning in 2009, of the campus community regarding the function of Governance.

Senate: John Queen (13-14)

Guild: Richard Cortes (11-12)

Joint Faculty: Chair, [Sid Kolpas](#) (12-13), Poorna Pal (11-12)

CSEA: Bill Elbettar (11-12), Abe Barakat (10-11)

Administration: Brenda Jones (12-13)

ASGCC:

Resource: Frankie Strong, Governance Office Coordinator
Non-voting

Recording Sect: rotates

[Return to Index of Committees](#)

INSTITUTIONAL PLANNING COORDINATION

Time and Location: 1st Monday, 12:00 pm, AD 121

Mission Statement

The Institutional Planning Coordination Committee:

1. Organizes the college planning process
 - a) Identifies existing plans
 - b) Develops an organizational chart for plans
 - c) Establishes timelines for when plans are due
2. Assesses the effectiveness of the planning process
 - a) Develops a template with criteria for acceptable plans
 - b) Encourages the self evaluation of plans
3. Makes recommendations for sustained continuous quality improvement
4. Develops strategies to promote campus buy-in for an integrated planning process
 - a) Updates the college Planning Handbook annually

Identifies trends and common needs in plans that reveal institutional needs.

Senate: Mike Scott, Senate President

Guild: Ramona Barrio-Sotillo, Guild President

Joint Faculty: Margaret Mansour, Garfield Faculty member
[2] VACANT

Other Faculty: Alice Mecom, SLO Coordinator
Seats related to title Peggy Renner, Strategic Master Planning Coordinator
VACANT, Program Review Coordinator

CSEA: Saodat Aziskhanova, CSEA President
[2] Hoover Zariani (11-12)

Administration: Ron Nakasone, Executive Vice President Administrative Services
[8] Rick Perez, Vice President Student Services
Mary Mirch, Vice President Instructional Services
Vicki Nicholson, Associate VP Human Resources
Arnel Pascua, Associate VP Information & Technology
[Edward Karpp](#), Associate Dean Research & Planning
Alfred Ramirez, Associate Dean Continuing and Community Education
Karen Holden-Ferkich, Associate VP Continuing & Community Education

Manager/Confidential: Jill Lewis, Program Review Manager

ASGCC:

Resource: Amir Nour, Interim Controller
Non-voting Bill Taylor, Construction Projects

Recording Sect:

[Return to Index of Committees](#)

RELEASED TIME/ EXTRA PAY

Time & Location: 3rd Monday, 8:00 am, HR Conference room

Mission Statement

The Released Time/Extra Pay Committee reviews faculty assignments that include duties beyond those normally required under the contract, and makes recommendations to the Campus Executive Committee.

Activities:

1. Approves new Released Time/Extra Pay positions
2. Reviews and approves new and revised job descriptions for appropriateness of duties, amount of released time/extra pay and minimum qualifications
3. Advertises released time/extra pay positions
4. Reviews the annual evaluation of Released Time/Extra Pay position incumbents
5. The Chair of the RTEP Committee convenes a hiring committee, consisting of a Senate, a Guild and an Administrative Representative, to fill vacant RTEP positions

Senate: Mark Maier (12-13), Paris Noori (10-11)

Guild: Mike Allen (13-14), Jean Perry (13-14)

CSEA: John Gerz (09-10), Paul Buehler (09-10)

Administration: Chair, [Vicki Nicholson](#) , Associate VP Human Resources
Pat Hurley (09-10)

Recording Sect: Heidi Jenkins, Human Resources Specialist
Non-voting

[Return to Index of Committees](#)

STAFF DEVELOPMENT

Time & Location: 3rd Thursday, 12:00 pm, HR Conference Room

Mission Statement

Our mission is to provide professional and personal development training programs for all Glendale college employees and members of the Board of Trustees. The programs we offer are designed to enhance the performance and effectiveness of the participants in their current positions and to broaden the employees' knowledge and skills to prepare them for future job responsibilities.

Senate:	Phillip Kazanjian (10-11)
Guild:	Hazel Ramos (11-12)
Joint Faculty:	Chair, Bill Shamhart , Staff Development Coordinator± Murray Stach (12-13), Mark Maier (13-14), Linda Griffith (12-13)
CSEA:	Maria Shufeldt (09-10), Abe Barakat (09-10)
Administration:	Kim Holland (10-11)
Manager/Confidential:	Pam Boehret (10-11)
Resource: Non-voting	Vicki Nicholson, Associate VP Human Resources Arnel Pascua, Associate VP Information & Technology VACANT, Associate Dean Instructional Services
Recording Sect:	Bill Shamhart, Staff Development

[Return to Index of Committees](#)

WEB OVERSIGHT

Time & Location: 4th Wednesday, 12:00 pm; room: contact Chair

Mission Statement

The Web Oversight committee reviews the current and future state of GCC's web presence and makes recommendations for plans, policies and procedures to the Executive Committee for use and implementation of the College's web site with the goal of projecting an image of GCC as a leader in higher education.

Senate:	Tina Anderson-Wahlberg (12-13)
Guild:	Jonn Aque (12-13)
Joint Faculty:	VACANT (08-09)
CSEA:	Dana Nartea (09-10), Paul Buelher (10-11)
Administration:	Chair, Arnel Pascua , Associate VP Information & Technology Shereen Fogel Allison, Associate Dean Instructional Services
Manager/Confidential:	Vivian Darakjian (10-11)
ASGCC:	
Resource:	Tom Voden, Mathematics
Non-voting	Susan Courtney, Business Services Brenda Jones, Interim Library & Learning Resources Director Cathy Durham, Title V Reed Anderson, Director IT Operations David O'Donnell, IT Simon Mirzaian, IT Alfred Ramirez, Continuing & Community Education Patricia Chamroonrat, Web Coordinator Wendy Grove, Public Information Office
Recording Sect:	Gordon Lui, Information Technology Services
Non-voting	

[Return to Index of Committees](#)

ACADEMIC AFFAIRS

Time & Location: 1st Wednesday, 2:00 - 4:00 pm, AD 217

Mission Statement

The Academic Affairs Committee recommends plans, policies, and procedures to the Executive Committee in support of the instructional activities of the college.

Activities:

1. Develops the instructional component of the College Master Plan
2. Prioritizes budget recommendations for the instructional area
3. Establishes the academic calendar in cooperation with the Guild
4. Works cooperatively with the Academic Senate regarding Graduation Requirements
5. Works with the library to develop instructional resources
6. Establishes and regulates study abroad programs
7. Guides management of the Baja Program and Field Studies
8. Develops and administers the Instructional Computing Plan
9. Submits recommendations in areas of curricular and academic standards to the Academic Senate for concurrent review and recommendation to the Executive Committee, as appropriate.

Chair: [Mary Mirch](#), Vice President Instructional Services
votes only in the event of a tie

Senate: Mike Scott (11-12)

Guild: Roger Bowerman (13-14)

Joint Faculty: Greg Perkins (13-14), Caryl St. Ama (11-12),
Dianne Spangler (12-13)

CSEA: Sarah Black (10-11), Dana Nartea (09-10)

C&I Co-Chair: Mike Wheeler±

Division Chairs: Lynn Mizuno, Biology; Linda Serra, Business;
Jeanette Stirdivant, Student Services; Michael Ritterbrown, English;
Kathy Flynn, ESL; Jon Gold, Physical Education;
Jean Perry, Language Arts; Kathy Holmes, Mathematics;
Elizabeth Fremgen, NC Business & Life Skills;
Pat Zayas, NC ESL; John Leland, Physical Science;
Mike Dulay, Social Science; Scott Rubke, Technology & Aviation;
Trudi Abram, Visual & Performing Arts

Administration: [10] **2 Deans, Instructional Services:** Kristin Bruno. Ron Harlan
1 Dean Student Services: Jewel Price
1 Associate VP, Instructional Services: Karen Holden Ferkich
4 Associate Deans, Instructional Services:
Dave Mack, Cindy Dorroh, Jan Swinton, VACANT
1 Administrator from Administrative Services: Amir Nour
1 Associate Dean, Instructional Technology: Shereen Allison

Manager/Confidential: Hasmik Sarkissian (also Recording Secretary for committee)

ASGCC:
[3]

Resource: Vice President Student Services, Rick Perez
Non-voting Dean Admission & Records, Sharon Combs
Interim Library & Learning Resources Director, Brenda Jones
Information Technology, Reed Anderson
Senate appointee; Peggy Renner
Governance Office Coordinator, Frankie Strong

[Return to Index of Committees](#)

ACADEMIC CALENDAR

Time & Location: Contact Chair

[Mission Statement](#)

Senate: Allyn Glanzer (10-11)

Guild: Vita Watkins (13-14)

CSEA: Sarah Black (09-10)

Administration: Chair, [Sharon Combs](#), Dean Admissions & Records

ASGCC:

Recording Sect:

[Return to Index of Committees](#)

BAJA PROGRAM

Time & Location: Meets twice per year. Contact Chair for date, times and locations.

[Mission Statement](#)

The Baja Program Committee provides advice in all aspects of the Baja Field Studies Program.

Senate: Maria Kretzmann (10-11)

Guild: David Hassett (13-14)

Joint Faculty: Chair, [Javier Gago](#), Baja Program Director±
Laura Matsumoto, High Tech Center,
Kindra Girard (12-13), Lourdes Girardi (09-10), Stacy Jazan (12-13),

CSEA: Paul Buehler (09-10)

Administration: Ron Harlan, Dean Instructional Services

ASGCC:

Recording Sect:

[Return to Index of Committees](#)

CURRICULUM AND INSTRUCTION

Time & Location: 3rd Wednesday, 2:00 - 4:00 pm., AD 121

Mission Statement

The Curriculum and Instruction Committee is a subcommittee of the Academic Affairs Committee and is composed of representatives of the faculty, administration, classified staff, and student body. Its charge is to recommend action upon all curricular matters and to ensure the integrity of the institution's educational programs. Specifically, the Committee reviews and recommends:

1. all new and revised courses proposed by the division
2. all hours and units for credit courses
3. new and revised Associate of Arts majors
4. new and revised certificates
5. prerequisites, corequisites, recommended preparations
6. course repetitions, credit by exam, credit/no credit
7. AA/AS transfer credit
8. courses appropriate for specific AA/AS degree requirements, CSU breadth requirements, and IGETC requirements
9. all curriculum changes for the catalog
10. all course and program deletions for the catalog and the dictionary; and it Ensures that proposed new and revised courses are in the approved format and in compliance with community college standards and regulations

Senate: Co-Chair, [Mike Wheeler](#)± ; Peggy Renner (12-13)

Guild: Rory Schlueter (12-13), Sarah McLemore (11-12)

Joint Faculty: Jean Perry (10-11), Jeanette Stirdivant (11-12), Scott Rubke (11-12)

CSEA: Jenny McMahon (09-10), Shauna Wilkes (10-11)

Administration: Chair, [Dave Mack](#), Curriculum Management
Sharon Combs, Dean Admission & Records
Kristin Bruno

ASGCC:

Resource: Joy Cook, Associate Dean DSPS, CSD
Non-voting Ed Karpp, Associate Dean Research & Planning
Hasmik Sarkissian, Confidential to Vice President Instructional Services
VACANT, Associate Dean Instructional Services

Recording Sect: Nancy Traynor, Curriculum Management
Non-voting

[Return to Index of Committees](#)

FOUNDATIONAL SKILLS

Time & Location: Contact Chair

Mission Statement

The mission of the committee is to promote student learning in foundational skills in reading, writing, mathematics, and English as a Second Language, as well as learning skills which are necessary for students to succeed in college-level work. The committee will work to promote an integrated and coherent approach to offer foundational skills to maximize the benefit to students.

Joint Faculty:	Math – Peter Stathis ; Co-Chair (11-12) NC Continuing Ed. – Jan Young (11-12) English – Michael Ritterbrown (11-12) ESL – Kathy Flynn (11-12) NC ESL – Alice Mecom (12-13) Student Services – Jeanette Stirdivant (11-12) Student Services - Ellen Oppenberg (11-12)
CSEA:	Tatyana Bartholomew (09-10), Dana Nartea (09-10)
Administration:	Vice President Instruction – Mary Mirch Vice President Student Services - Ric Perez Interim Library & Learning Resources Director - Brenda Jones
Manager/Confidential	VACANT (11-12)
ASGCC:	
Resource: Non-voting	Amir Nour, Interim Controller Ed Karpp, Associate Dean Research & Planning Terrence Yu, Research & Planning
Recording Sect: Non-voting	Zepiour Shabani, Foundational Skills Office

[Return to Index of Committees](#)

GRADUATION REQUIREMENTS

Time & Location: Meets as needed; Contact Chair

Mission Statement

The mission of the Graduation Requirements Committee is to evaluate various proposals for changes or additions to the Glendale Community College graduation requirements and to make recommendations to the Academic Senate.

Senate: Victoria Buresch (12-13)

Guild: Teresa Lorch (13-14)

Joint Faculty: Charlotte Schulten (11-12), Sarkis Ghazarian (10-11),
Daphne Dionisio (13-14), Susan Hoehn (12-13)

CSEA: Olga Tovar (09-10), Michael Nouh (10-11)

Administration: Chair, [Ron Harlan](#), Dean Instructional Services
Jewel Price, Dean Student Services
Dave Mack, Curriculum Management

ASGCC:

Resource: Sharon Combs, Dean Admissions & Records
Non-voting

Recording Sect: Gayla Chisholm, Instructional Services
Non-voting

[Return to Index of Committees](#)

SCHOLARS

Time & Location: Contact Chair

Mission Statement

The Glendale Community College Scholars Program has been created to serve the needs of academically accomplished students, offering them opportunities for more intensive study. The Scholars Program is based on a six-course core curriculum that participants take together. The curriculum emphasizes critical thinking and in-depth analysis of issues. Students who successfully complete the Scholars Program gain priority admission (or other privileges) at each of the following universities: UCLA College of Letters and Science; UC Irvine; UC Riverside; UC San Diego; CSU Fullerton (Business Major); CSU Long Beach; CalPoly Pomona; Chapman University; San Jose State (Engineering); La Sierra University; Loyola Marymount University; Mills College; Occidental College; Azuza Pacific University; Pitzer College; Pomona College; Whitman College; and San Diego State University. In addition, campuses nationwide recognize GCC's Scholars Program as a competitive edge on your transfer application.

Senate:	Michael Harnett (13-14)
Guild:	Asmik Oganessian (12-13)
Joint Faculty:	Chair, Dana Marterella , Scholars Program Coordinator± Inger Thompson (13-14), Roxanne Dominguez (13-14)
CSEA:	Faye Henson (09-10)
Division Chairs:	Monette Tiernan (12-13), Kathy Holmes (12-13), Lynn Mizuno (09-10), Mike Dulay (10-11)
Administration:	Ron Harlan (10-11), Dave Mack (09-10), VACANT (08-09)
ASGCC:	
Recording Sect:	Dana Marterella, Scholars Program

[Return to Index of Committees](#)

STUDY ABROAD

Time & Location: 3rd or 4th Thursdays, 12:00-1:10pm; AD 121

Mission Statement

At Glendale Community College the primary goals of the Study Abroad credit program are the following:

1. To encourage the emphasis on international perspectives in the instructional program.
2. To provide opportunities for Glendale Community College students to participate in credit foreign programs provided by the College.
3. To encourage staff to participate in cross-cultural training and instructional opportunities abroad.
4. To help fulfill one of the college's six primary functions which is to provide "education beyond the secondary level for personal improvement..." and to "satisfy intellectual curiosity and provide knowledge about and appreciation of our universe."

Senate:	Cameron Hastings (13-14)
Guild:	Victoria Buresch (12-13)
Joint Faculty:	Chair, Kim Foong Chong , Study Abroad Director± Murray Stach (12-13), Stela Fejtek (09-10), Alexa Schumacher (11-12)
CSEA:	Kit Crawford (10-11)
Administration:	Ron Harlan, Dean Instructional Services Dave Mack, Curriculum Management
Manager/Confidential:	Ani Keshishian (09-10)
ASGCC:	
Recording Sect: Non-voting	Janette Soghomonian, Instructional Services

[Return to Index of Committees](#)

TECHNOLOGY MEDIATED INSTRUCTION

Time & Location: 1st Tuesday, 1:30-2:30p, room: contact Chair

Mission Statement

The Technology Mediated Instruction (TMI) Committee reviews the current and future state of instructional technology and makes recommendations to Academic Affairs for plans, policies and procedures for instructional technology implementation at the College.

Senate: Mike Dulay (13-14)

Guild: Teresa Lorch (10-11)

Joint Faculty: Tina Andersen-Wahlberg (13-14), Tom Voden (13-14), Brett Miketta (12-13), Simon Mirzayan (10-11), Jeanette Farr (10-11), Rosemarie Shamieh (12-13), Alexa Schumacher (12-13)

CSEA: Connie Lantz (09-10), VACANT (10-11)

Administration: Chair, [Shereen Fogel Allison](#) , Associate Dean Instructional Services
Dave Mack (08-09), VACANT (00-00)

ASGCC:

Resource: Reed Anderson, Director IT Operations
Non-voting

Recording Sect: Isman Salas, Instructional Services
Non-voting

[Return to Index of Committees](#)

STUDENT AFFAIRS

Time & Location: 3rd Wednesday, 1:00 -2:00 pm, AD 121

Mission Statement

The Student Affairs Committee recommends plans, policies, and procedures to the Executive Committee in support of the range of student services needed to assist students in attaining their educational objectives.

Activities:

1. Develops the College Services component of the College Master Plan
2. Prioritizes budget recommendations for the College Service area
3. Reviews and recommends policy relating to students
4. Designs and implements an evaluation of the effectiveness of the delivery systems of College Services
5. Develops and administrates the College Services Computer Plan
6. Maintains responsibility for the college catalogue

Chair:	Ricardo Perez , Vice President Student Services votes only in the event of a tie
Division Chair:	Jeanette Stirdivant, College Services Division Chair
Senate:	Sid Kolpas (11-12)
Guild:	Joanna Saporito (12-13)
Joint Faculty: [7]	Roger Bowerman (09-10), Sarkis Ghazarian (09-10), Jon Gold (09-10), Piper Rooney (11-12), Richard Cortes (11-12), Alla Ghahramanyan (11-12), Steve Taylor (09-10)
CSEA:	Hoover Zariani (10-11), Tzoler Oukayan (09-10)
Administration: [10]	Sharon Combs, Dean Admission & Records Brenda Jones, Interim Library and Learning Resources Director Jewel Price, Dean Student Services Paul Schlossman, Dean Student Affairs Pat Hurley, Associate Dean Financial Aid Joy Cook, Interim Assoc. Dean Health Services Elmira Nazaryan, EOPS; Tracey Ziegler DSPS; VACANT-Instr'l Services; VACANT-Admin. Services
Manager/Confidential:	Andrew Stires (10-11)
ASGCC: [3]	
Resource: Non-voting	Edward Karpp, Associate Dean Research & Planning Andra Verstraete, Student Employment Frankie Strong, Governance Office Coordinator
Recording Sect: Non-voting	Heather Glenn, Office of Vice President Student Services

[Return to Index of Committees](#)

ASSESSMENT

Time & Location: 2nd Thursday, 2:00 pm, AD 121

Mission Statement

The Assessment Committee in cooperation with the College Research Department ensures that all placement examinations meet local and State standards/validation. The subcommittee will inform the Matriculation committee of recommendations when appropriate.

- Senate:** Teresa Lorch (13-14)
- Guild:** Michael Ritterbrown (13-14)
- Joint Faculty:** Jan Young (11-12), Liz Russell (11-12), Sandy Lee (11-12), Kathy Flynn (11-12), Flavio Frontini (12-13), Ellen Oppenberg (12-13), Alexa Schumacher (12-13), Roxanne Dominguez (09-10)
- CSEA:** Silva Vartanians (09-10), Tzoler Oukayan (09-10)
- Administration:** Sharon Combs, Dean Admissions & Records
Jewel Price, Dean Student Services
Elmira Nazaryan (09-10), Ron Harlan (09-10), Susan Courtney (09-10)
- Manager/Confidential:** Chair, [Alen Andriassian](#), Student Outreach & Assessment Program Manager
- ASGCC:**
- Resource:** Ed Karpp, Associate Dean Research & Planning
Non-voting
- Recording Sect:**

[Return to Index of Committees](#)

INTERNATIONAL STUDENTS

Time & Location: Contact Chair

Mission Statement

Glendale Community College encourages the enrollment of international students in its educational programs. This encouragement is based on the enlightened self-interest of the college in meeting its educational responsibilities to a wide variety of constituencies and further the college's commitment to increasing the ethnic and cultural diversity of the college community. The committee is charged with the responsibility to develop short and long range goals and objectives which will enhance the educational and co-curricular programs of the college as they relate to international students, the committee will address the following policies: International Student Admissions Criteria, coordination of services to the student, co-curricular programming and student activities, and Immigration issues affection the International student. It will also review and recommend action for specific students regarding tuition, fees, insurance, duration of status, probation and dismissal and related issues.

- Senate:** Shihoko Tatsugawa (09-10)
- Guild:** Michael Lao (12-13)
- Joint Faculty:** Chair, [Mariah Ribeiro](#) (13-14), Troy Davis (13-14), Pat Hironymous (12-13)
- CSEA:** Linda Perry (09-10), Maureen McNeely (09-10)
- Administration:** Jewel Price, Dean Student Services
Sharon Combs, Dean Admissions & Records
Amir Nour (09-10), Michelle Mora (09-10)
- ASGCC:**
- ISA Student:** Nipuna Vidanapathirana
- Resource:** Andra Verstraete, Student Employment Services
Non-voting David Nelson, International Student Center
Armenuhi Andzhu, International Student Center
Diane Smith, International Student Center
Richard Seltzer, Credit ESL
Jeanette Stirdivant, Student Services Division Chair
Anh Nguyen, International Student Center
- Recording Sect:** Mariah Ribeiro, International Student Center

[Return to Index of Committees](#)

LIBRARY & INFORMATION COMPETENCY

Time & Location: 4th Thursday, 12:00 – 1:00 pm, LB 417

Mission Statement

The mission of the Library and Information Competency Committee, a governance committee at Glendale Community college is:

1. To offer advice on library policies, practices, and problems which are presented to the committee;
2. To assess possible impacts, both positive and negative, of changes, innovations, technological development on services and resources for students, faculty, and staff;
3. To act as advocates supporting the central role of the library in the learning community of the college;
4. To communicate library information to each committee member's constituencies;
5. To suggest ideas and methods for improving services, resources, and instructional outreach;
6. To further the goals of information competency as defined by the Board of Governors and the Academic Senate of the California Community Colleges within the GCC learning community.

Senate: Charlotte Schulten (12-13)

Guild: Caroline Kaba (11-12)

Joint Faculty: Francien Rohrbacher (11-12), Daphne Dionisio (12-13),
Nancy Getty (12-13), Shant Shahoian (10-11), Susie Chin (10-11)

CSEA: Nancy McLees (09-10), Kathy Kostjal (10-11)

Administration: Chair, [Brenda Jones](#), Interim Library and Learning Resources Director

ASGCC:

Recording Sect: Vivian Darakjian, Library Services
Non-voting

[Return to Index of Committees](#)

MATRICULATION

Time & Location: 4th Thursday, 2:00 pm, SR 221

Mission Statement

Matriculation is defined as a process that brings the college and the student who enrolls for credit into an agreement for the purpose of realizing the student's educational objective through the college's established programs, policies and requirements. This agreement is implemented by the student's educational plan. The Governing Board of Glendale community College is required under Section 51024 of Title V to adopt a comprehensive matriculation plan that includes the eight matriculation components, (admissions, orientation, assessment, counseling and advisement, student follow-up, coordination and training, institutional research and prerequisites), to evaluate its matriculation process, to establish procedures for waivers and appeals of the matriculation process, and to comply with all other matriculation regulations as specified in the Education Code.

It is the purpose of the Matriculation Advisory Committee to review and recommend matriculation policies, procedures and activities, to enhance the campus-wide understanding of the philosophy and processes of matriculation, and to increase the success of all students.

Senate: Kathy Flynn (13-14)

Guild: Roxanne Dominquez (13-14)

Joint Faculty: KC Camp (12-13), Susan Hoehn (10-11)

CSEA: Silva Vartanians (09-10), Nancy McLees (09-10)

Administration: Chair, [Jewel Price](#), Sharon Combs,
Joy Cook, Associate Dean DSPS, CSD
Edward Karpp, Associate Dean Research & Planning
Dave Mack, Curriculum Management
Elmira Nazaryan, EOPS

Manager/Confidential: Alen Andriassian, Student Outreach & Assessment Program Manager

ASGCC:

Resource: Dana Nartea, Student Services Coordinator
Non-voting Pat Hurley, Associate Dean, Financial Aid
Deborah Kinley, Manager Career Center Continuing Education
Conrad Amba, Research & Planning
Kevin Meza, Counselor & Transfer Center Coordinator
Jolie Morris, Student Services Technician Transfer Center

Recording Sect:

[Return to Index of Committees](#)

NON-CREDIT MATRICULATION

Time & Location: 3rd Wednesday, 3:30 pm, AD 242, 4x per academic year

Mission Statement

The mission of the Noncredit Matriculation subcommittee is to engage in active planning that produces a stable educational environment and provides awareness of continuing opportunities for all GCC students, both credit and noncredit, to take advantage of all appropriate Matriculation support services. The subcommittee will report to the Matriculation committee.

- Senate:** Chair, [Paul Mayer](#) (11-12)
- Guild:** Margaret Mansour (11-12)
- Joint Faculty:** Pat Zayas (11-12), Linda Serra (10-11)
- CSEA:** Dana Nartea (09-10), Jan Freemyer (09-10)
- Administration:** Karen Holden-Ferkich, Associate VP Continuing and Community Education
Deborah Kinley, Manager Career Center Continuing Education
- ASGCC:**
- Resource:**
Non-voting
- Recording Sect:**

[Return to Index of Committees](#)

OUTREACH / RECRUITMENT

Time & Location: Contact Chair

Mission Statement

Outreach has been traditionally aimed at the recruitment of potential students, but increasingly it involves helping these students to get better prepared for college work, targeting groups who might be interested in certain programs, and even training and assisting K-12 teachers. This committee seeks to expand the outreach program and increase its effectiveness so as to match recruitment to program needs and bring to the college well-prepared students who have a better chance of being successful in reaching their educational goals.

Senate: Mariah Ribeiro (10-11)

Guild: Phyllis Eckler (13-14)

Joint Faculty: Megan Ernst (11-12), Jonn Aque (11-12), Angela Morales (10-11)

CSEA: Armineh Gourgian (09-10), Henan Joof (10-11)

Administration: Chair, [Alen Andriassian](#), Student Outreach & Assessment Program Manager
Sharon Combs, Dean Admissions & Records
Edward Karpp, Associate Dean Research & Planning
Jan Swinton, Workforce Development Program Manager
Joy Cook, Associate Dean DSPS, CSD
Elmira Nazaryan, EOPS
VACANT – Assoc. Dean Instr'l Services
Pat Hurley (11-12)

ASGCC:

Resource: Andra Verstraete, Student Employment Services
Non-voting

Recording Sect:

[Return to Index of Committees](#)

SERVICE LEARNING

Time & Location: Contact Chair

Mission Statement

The Service Learning Committee will assist with development of policy and procedures for the Service Learning Center. In addition, the evaluation mechanism for the program as well as the pursuing of grant funding will be enhanced with participation from all campus groups. The Service Learning program deals with a variety of off-campus entities such as school districts, non-profit organizations, and other colleges and universities; the Committee's goal will be to justify and rationalize program decisions and policies and make them systematic rather than ad hoc.

- Senate:** Jing Johnson (13-14)
- Guild:** Denise Leong (11-12)
- Joint Faculty:** Lisa Fridman (09-10), Diann Adamson (09-10)
- Administration:** Chair, [Paul Schlossman](#), Dean Student Affairs
Joy Cook, Associate Dean DSPS, CSD
- CSEA:** Hoover Zariani, Center for Student Involvement
Armineh Gourgian (09-10)
- ASGCC:**
- Resource:** Nane Kokosian; Student Support Technician
Non-voting
- Recording Sect:**

[Return to Index of Committees](#)

STUDENT FEES / TUITION

Time & Location: 2nd Wednesday, 2:00pm, AD 121

Mission Statement

The Mission of the Student Fees Committee is to review, evaluate and recommend all student fees for appropriateness and equity and to ensure that they are in compliance with Title V.

Senate: Ed Lopez (12-13)

Guild: Ellen Oppenberg (13-14)

CSEA: Nancy Weeks (10-11), Meg Chil-Gevorkyan (09-10)

Administration: Chair, [Amir Nour](#), Interim Controller
Pat Hurley, Associate Dean Financial Aid
Sharon Combs, Dean Admissions & Records
Elmira Nazaryan, EOPS

ASGCC:

Resource: Ron Nakasone, Executive Vice President Administrative Services
Non-voting

Recording Sect: Christine Reiner, Administrative Services

[Return to Index of Committees](#)

TECHNOLOGY MEDIATED SERVICES

Time & Location: 2nd Tuesday, 11:00 am, Financial Aid Conference Room

Mission Statement

The mission of the Technology Mediated Services Committee is to provide a forum for monitoring and evaluating the use of technology in order to ensure access to all services for all students while supporting and maximizing student success. The Committee will recommend programs, plans and policies that will foster a holistic and technological approach to the delivery of student services that maintains the integrity of the services while increasing convenience and customer service.

Senate: Kristina Shroyer (12-13)
Guild: David Yamamoto (10-11)
CSEA: Dana Nartea (09-10), Nancy Weeks (10-11)
Counselors: Tracey Ziegler (12-13), Teresa Davis (12-13),
Mariah Ribeiro (12-13)
Administration: Chair, [Pat Hurley](#), Associate Dean Financial Aid
Jewel Price, Dean Student Services

ASGCC:

Resource: Sharon Combs, Dean Admission & Records
Non-voting Edward Karpp, Associate Dean Research & Planning
Shereen Fogel Allison, Associate Dean Instructional Technology
Joy Cook, Associate Dean DSPS, CSD

Recording Sect: Pat Hurley, Associate Dean Financial Aid

[Return to Index of Committees](#)

Time & Location: 2nd Tuesday, 11:00 am - 12:00 pm, AD 121

Mission Statement

The Administrative Affairs Committee recommends plans, policies, and procedures to the Executive Committee to ensure the proper and efficient administrative operation of the District.

Activities:

1. Develops the administrative Services component of the Strategic Master Plan.
2. Prioritizes budget recommendations for the Administrative Services area.
3. Develops plans, policies and procedures for facilities planning, renovation and maintenance.
4. Develops plans, policies and procedures for the parking operation of the District
5. Develops plans, policies and procedures for the safe operation of the District.
6. Develops and reviews Board Policies and Administrative Regulations relative to the Administrative, Human Resources and Business operations of the District.

Chair: [Ron Nakasone](#) , Executive Vice President Administrative Services
(votes only in the event of a tie)

Senate: Andy Young (13-14)

Guild: Byron Delto (11-12)

Joint Faculty: Bill Shamhart (09-10), VACANT (09-10)

CSEA: Tzoler Oukayan (09-10), Hoover Zariani (09-10),
[3] Armineh Gourgian (10-11)

Administration: Dan Padilla, Director Facilities
[6] Vicki Nicholson, Associate VP Human Resources
Mary Mirch, Vice President Instructional Services
Joy Cook, Associate Dean DSPS, CSD
Steve Wagg, Chief Campus Police
Karen Holden-Ferkich, Associate VP Continuing & Community Education

Manager/Confidential: Hasmik Sarkissian (09-10)

ASGCC:
[2]

Resource: Rick Perez, Vice President Student Services
Non-voting

Recording Sect: Merrilee Ahaus, Office of Vice President Administrative Services
Non-voting

[Return to Index of Committees](#)

CAMPUS DEVELOPMENT

Time & Location: 1st Thursday, 12:00 -1:30 pm, AD 121 or HS 214

Mission Statement

The Mission of the Campus Development Committee is to provide input into decisions relating to the function and appearance of the District's facilities. The Committee reviews the annual Five year Capital Construction Plan, the Scheduled Maintenance Plan, oversees the periodic review of the District's Facilities Master Plan and, as need, establishes a Facilities Task Force to address specific facility needs. The Committee also has the responsibility of allocating funds, as determined by the annual budget process, for minor renovations and upgrades.

Senate: Yvette Ybarra (13-14)

Guild: Susie Chin (13-14)

Joint Faculty: Megan Ernst (10-11), Jon Gold (12-13), Lee Miller Parks (13-14)

CSEA: Paul Buehler (10-11), Faye Henson (09-10)

Administration: Chair, [Dan Padilla](#), Facilities Manager
Rick Perez, Vice President Student Services
Karen Holden-Ferkich, Associate VP Continuing & Community Education
Vicki Nicholson, Associate VP Human Resources
Paul Schlossman, Dean Student Affairs
Sharon Combs, Dean Admission & Records
Joy Cook, Associate Dean DSPS, CSD

ASGCC:

Resource: Ron Nakasone, Executive Vice President Administrative Services
Non-voting Mary Mirch, Vice President Instructional Services
Jill Lewis, Program Review Manager
Peggy Renner, Facilities Master Planning member
Guido Girardi, Visual & Performing Arts
Bill Taylor, Construction Projects

Recording Sect: Margaret Nadir, Facilities
Non-voting

[Return to Index of Committees](#)

SAFETY

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

Mission Statement

The mission of the Glendale Community College Safety Committee is to address its role in the governance process by providing constituent input regarding the promotion of a safe environment for all faculty, staff, students, and visitors of the college. The committee has the responsibility to consult with its appointing constituencies, the District Risk Manager, Campus Police, and other administrative departments to address occupational health and safety issues, as well as to develop recommended suggestions to proactively address and remediate campus safety issues.

Activities:

The activities of the Safety Committee may include, but are not limited to the following:

1. Attending to specific tasks assigned by the Administrative Affairs Committee;
2. Receiving reports about unsafe conditions and directing them to the appropriate department along with any recommendations;
3. Reviewing student accident reports, campus police statistical reports, and workers compensation accident reports in order to help identify unsafe work practices and/or campus conditions and suggest possible remedies to the appropriate department(s);
4. Making recommendations regarding campus emergency procedures;
5. Providing support and serving as a resource in the development of campus safety programs (e.g. occupational health and safety training);
6. Encouraging input and feedback from all individuals with regard to campus safety related ideas, problems, and solutions.

The Safety Committee reports to the Administrative Affairs Committee and sends all appropriate safety items to this standing committee for approval and further action.

Senate: Laura Matsumoto (12-13)

Guild: Mark Poore (13-14)

Joint Faculty: Sevada Chamras (09-10), Lee Miller Parks (09-10)

CSEA: Patrick Shahnazaryan (10-11), Richard Mena (09-10)

Administration: Chair, [Nidal Kobaissi](#), Captain Campus Police
Ron Nakasone, Executive Vice President Administrative Services
Vicki Nicholson, Associate VP Human Resources
Joy Cook, Associate Dean DSPS, CSD

ASGCC:

Resource: Ron Villa, District Risk Manager
Non-voting Deborah Kinley, Manager Career Center Continuing Education
Virna Silva, Facilities

Recording Sect: Laura Matsumoto

[Return to Index of Committees](#)