GLENDALE COMMUNITY COLLEGE DISTRICT

1500 North Verdugo Road Glendale, California 91208 (818) 240-1000

BOARD OF TRUSTEES MEETING NO. 4

The regular meeting of the Glendale Community College District Board of Trustees was called to order by Ms. Ransford at 5:03 p.m. on Monday, September 9, 2013 in Kreider Hall of the San Rafael Building.

Trustees Present:
Mrs. Anita Quinonez Gabrielian
Dr. Armine Hacopian
Dr. Vahé Peroomian
Ms. Ann H. Ransford
Mr. Anthony P. Tartaglia
Mr. Davit Avagyan ST

Administrators Present:
Dr. David Viar
Mr. Reed Anderson
Ms. Lisa Brooks
Dr. Susan Courtey
Dr. Edward Karpp

Mr. Ron Nakasone Mr. Amir Nour Mr. Alfred Ramirez Mr. Michael Ritterbrown Ms. Donna Voogt

Representatives Present:

Academic Senate: Mr. Michael Scott

CSEA: Mr. Hoover Zariani Guild: Mr. Richard Kamei

The media was represented by El Vaquero. A CD of this meeting will be on file in the Superintendent / President's Office and on the college's website at http://www.glendale.edu/boardoftrustees. A DVD copy of the videotaping of this meeting is on file in the Superintendent/President's Office.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Mr. John Kalpakchian, ASGCC Representative-at-Large for Campus Organizations.

SPECIAL PRESENTATIONS

"Achievement of Academic Rank and Welcome of New Faculty"

Mr. Michael Scott, President, Academic Senate, introduced the faculty who have been granted advancement in academic rank effective Fall 2013.

Ms. Ransford, upon affirmation of the board, moved <u>New Business Report No. 2, Academic Rank</u> out of order on the board agenda (page 4 of these minutes):

It was moved (Mr. Tartaglia) and seconded (Dr. Hacopian) to approve New Business Report No. 2. The motion passed unanimously.

Dr. David Viar, Superintendent/President, introduced and welcomed the new faculty members.

COMMENTS FROM THE AUDIENCE - BOARD AGENDA ITEMS ONLY

There were no comments.

RESOLUTIONS

- Resolution No. 6: Transfer from the General Fund, Unrestricted (01) to the General Fund, Restricted (03)
- Resolution No. 7: Transfer from the General Fund, Unrestricted (01) to the General Fund, Restricted (03)
- 3. Resolution No. 8: Transfer from the General Fund, Unrestricted (01) to the Capital Outlay Fund (15)
- 4. Resolution No. 9: Transfer from the General Fund, Unrestricted (01) to the Self Insurance Fund (18)
- 5. Resolution No. 10: Transfer from the General Fund, Unrestricted (01) to the Self Insurance Fund (18)
- 6. Resolution No. 11: Transfer from the General Fund, Unrestricted (01) to the Self Insurance Fund (18)
- 7. Resolution No. 12: Transfer from the General Fund, Unrestricted (01) to the Cafeteria Fund (30)

It was moved (Mr. Tartaglia) and seconded (Mr. Avagyan) to approve Resolutions Nos. 6 through 12. The motion passed unanimously.

INFORMATIONAL REPORTS

- 1. Measure G Funds Balances and Schedule Update
- 2. Accreditation Progress Report
- 3. Lab/College Services Building

Informational Reports Nos. 1 through 3 were duly noted and, at the request of a board member, Mr. Nakasone provided an additional update on the Lab/College Services project.

FIRST READING REPORTS

- 1. Administrative Services Deletion of Board Policy 1410: Use of College Facilities
- 2. Administrative Services Deletion of Board Policy 2110: Administrative Organization General Operations
- 3. Administrative Services Deletion of Board Policy 2120: Line of Responsibility
- Administrative Services Deletion of Board Policy 2200: Code of Conduct and Conflict of Interest
- Administrative Services Deletion of Board Policy 2510: Retention and Destruction of Records
- 6. Administrative Services Deletion of Board Policy 2560: Disposition of Lost Money and Goods

FIRST READING REPORTS - continued

- 7. Administrative Services Deletion of Board Policy 2600: Policy on Smoking on Campus
- 8. Administrative Services Deletion of Board Policy 3110: Budget Planning, Development and Adoption
- 9. Administrative Services Deletion of Board Policy 3120: Transfer of Funds Between Categories.
- 10. Administrative Services Deletion of Board Policy 3200: Income
- 11. Administrative Services Deletion of Board Policy 3221: Sale and Purchase of New Property
- 12. Administrative Services Deletion of Board Policy 3230: Gifts, Grants and Bequests
- 13. Administrative Services Deletion of Board Policy 3240: Investment of District Funds
- 14. Administrative Services Deletion of Board Policy 3320: Bids
- 15. Administrative Services Deletion of Board Policy 3330: Purchase Orders General
- 16. Administrative Services Deletion of Board Policy 3350: Use of Copyrighted Materials
- 17. Administrative Services Deletion of Board Policy 3370: Tax Sheltered Annuities
- 18. Administrative Services Deletion of Board Policy 3371: Tax Sheltered Annuity Plan
- 19. Administrative Services Deletion of Board Policy 3373: Deferred Compensation Plan
- 20. Administrative Services Deletion of Board Policy 3410: Auditor
- 21. Administrative Services Deletion of Board Policy 3420: Financial Reports
- 22. Administrative Services Deletion of Board Policy 3540: Claims and Actions Against the District
- 23. Administrative Services Deletion of Board Policy 3542: Reimbursement of Mileage and Parking Claims
- 24. Administrative Services Deletion of Board Policy 3550: Insurance
- 25. Administrative Services Deletion of Board Policy 3582: School Planning
- 26. Administrative Services Deletion of Board Policy 3710: Parking and Traffic Regulations
- 27. Administrative Services Deletion of Board Policy 3810: Naming of District Facilities and Properties
- 28. Administrative Services Deletion of Board Policy 3820: District Equipment
- 29. Administrative Services Deletion of Board Policy 4020: Employee Drug Free Workplace Policy
- 30. Administrative Services Deletion of Board Policy 4050: Employee Complaints

FIRST READING REPORTS - continued

- 31. Administrative Services Deletion of Board Policy 4091.1: Conference and Convention Attendance
- 32. Administrative Services Deletion of Board Policy 4092: Academic Freedom
- 33. Administrative Services Deletion of Board Policy 4354: Health & Welfare Benefits for Management and Confidential Employees
- 34. Administrative Services Deletion of Board Policy 4355: Early Retirement Policy for Academic Administrators, Classified Managers and Confidential Employees

First Reading Reports Nos. 1 through 34 were duly noted.

CONSENT CALENDAR

Prior to the board's consideration of the Consent Calendar, Dr. Viar reviewed the California Educational Code and Robert's Rules of Order pertaining to voting on minutes. The board was informed it was not necessary for a board member to abstain from voting on minutes of meetings that were not attended by the member.

- 1a. Approval of Minutes Special Board Meeting of July 31, 2013
- 1b. Approval of Minutes Regular Board Meeting of August 26, 2013
- 2. Warrants District Funds August 1, 2013 through August 31, 2013
- 3. Purchase Order Listing August 1, 2013 through August 31, 2013
- 4. Contract Listing August 1, 2013 through August 31, 2013
- 5. Personnel Report No. 3 Academic Report
- 6. Personnel Report No. 3 Classified Report
- 7. Personnel Report No. 3 Student Report
- 8. Proclamation "Drive 4 Pledges Day September 19, 2013"

It was moved (Dr. Hacopian) and seconded (Mrs. Gabrielian) to approve Consent Calendar Items Nos.1 through 8. The motion passed unanimously.

NEW BUSINESS REPORTS/ACTION

1. Adoption of 2013-14 Budget

It was moved (Dr. Peroomian) and seconded (Mrs. Gabrielian) to approve New Business Report No. 1. The motion passed unanimously.

2. Academic Rank

Please see page 1 of these minutes for action taken.

REPORTS

1. ACADEMIC SENATE REPRESENTATIVE TO THE BOARD

Mr. Michael Scott

- Reported that the Senate approved petitions to waive the Cultural Diversity graduation requirement for three PACE students.
- Congratulated the new faculty and the faculty advancing in rank.

2. GUILD REPRESENTATIVE TO THE BOARD

Mr. Richard Kamei

- Congratulated and welcomed the new faculty and the faculty advancing in rank.
- Announced the Guild's first negotiations session on Thursday, September 12 and acknowledged Guild Chief Negotiator, Mr. Darren Leaver.

3. CSEA REPRESENTATIVE TO THE BOARD

Mr. Hoover Zariani

- Welcomed the new faculty.
- Announced that the CSEA's first negotiations meeting with the District will be held on October 2.
- Thanked Dr. Viar for his presentation at Classified Institute Day.

4. VICE PRESIDENTS

Dr. Ricardo Perez, Vice President, Student Services

- Thanked the Academic Senate for helping the PACE students.
- Reported that the F-1 student enrollment for Fall 2013 is 550 students, the highest enrollment since 2006. Congratulated the International Students Center team and Jeanette Stirdivant for this accomplishment.
- Noted the passing of Ms. Blanche Donovan, former P.E. instructor, coach, and 2006 GCC Athletic Hall of Fame inductee.

Mr. Alfred Ramirez, representing the Vice President of Instructional Services

- Reported on enrollment numbers.
- Welcomed the new faculty and congratulated the faculty advancing in rank.

Mr. Ron Nakasone, Executive Vice President, Administrative Services

Reported that this is the first time in five years that there is money to allocate in the budget for new
programs and services. Noted that the Expanded Budget Committee will convene in the near future to
determine the criteria and processes for allocating this funding.

5. SUPERINTENDENT/PRESIDENT

Dr. David Viar

Said that it's been a pleasure to be here for the return of the students. Said that he's looking forward to
a good semester and that we're off to a good start.

6. BOARD OF TRUSTEES

Student Trustee, Mr. Davit Avagyan

• Congratulated the new faculty and the faculty advancing in rank.

REPORTS - Board of Trustees - Student Trustee - continued

• Reported that the ASGCC is back in full swing, with the Welcome Back BBQ scheduled for September 12 and the Student Services Fair on September 19. Invited all to attend.

Member, Dr. Armine Hacopian

- Welcomed the new faculty and welcomed back faculty and staff.
- Congratulated Ms. Ransford for being named one of *Business Life Magazine's* 2013 Women Achiever Honorees.
- Acknowledged the *El Vaquero* reporter in the audience and suggested running an article on the *No texting/driving pledge day* and about the app available to block calls/texts to a cell phone when driving.

Member, Mrs. Anita Quinonez Gabrielian

- Welcomed the new faculty and congratulated the faculty advancing in rank.
- Thanked the Patrons Club for their invitation to the upcoming annual scholarship fundraiser luncheon and fashion show on November 1. Also thanked the Patrons Club for their ongoing scholarship support.
- Congratulated Ms. Ransford.
- Addressed Consent Calendar No. 8 proclaiming "Drive 4 Pledges Day September 19, 2013" and the nationwide effort to raise the awareness of the danger of texting while driving.
- Requested that the Verdugo WIB [Workforce Investment Board] make a presentation so that the college can find ways of bringing in additional funding for WIB program development and training.

Clerk, Mr. Anthony P. Tartaglia

- Congratulated Ms. Ransford.
- Congratulated the new faculty and the faculty advancing in rank.
- Thanked Mr. Nelson Oliveira for the plantings at the corner of Mountain Street and Verdugo Road.
- Addressed the need to meet the educational goals of returning veterans.

Vice President, Dr. Vahé Peroomian

- Congratulated Ms. Ransford.
- Congratulated the new faculty and the faculty advancing in rank.
- · Attended Classified Institute Day.
- · Addressed the issue of healthcare costs.

President, Ms. Ann Ransford

- Attended Classified Institute Day.
- Announced that the Garfield Campus was hosting the next LACSTA [Los Angeles County School Trustees Association] adult education roundtable on October 7.
- Addressed the adoption of the 2013-14 budget and thanked Mr. Nakasone for his presentation.
- Shared Ms. Blanche Donovan's contributions to GCC. Said that tonight's meeting will be adjourned in memory of Ms. Donovan.

BOARD OF TRUSTEES REQUESTS - INFORMATION

There were no requests.

COMMENTS FROM THE AUDIENCE ON ANY SUBJECT

There were no comments.

CLOSED SESSION

Ms. Ransford announced at 5:45 p.m. that the board would go into closed session to consider Closed Session Item No. 1. She noted that there was a potential for board action; and that the board would report out in public session for purpose of any action taken.

"Government Code Section 54957: Appointment of a Public Employee: Computer Systems
 Administrator reclassification request to Senior Computer Systems Administrator. Pursuant to Article
 XV, Section 5B of the Collective Bargaining Agreement between the District and CSEA Chapter 76,
 this is an appeal from denial of a reclassification request."

RECONVENE IN PUBLIC SESSION

The board reconvened in public session at 6:54 p.m.

REPORT OF CLOSED SESSION ACTION

Ms. Ransford reported that the board unanimously voted to uphold the decision of the JEMC [Joint Employee Management Committee].

ADJOURNMENT

Ms. Ransford adjourned the meeting at 6:56 p.m. in memory of Ms. Blanche Donovan.			
Ms. Ann H. Ransford, President	Mr. Anthony P. Tartaglia, Clerk		

Board of Trustees Regular Meeting, September 9, 2013
Minutes recorded by Sally Holmes, Executive Assistant to the Superintendent/President and the Board of Trustees
Minutes adopted – October 21, 2013 Board of Trustees Meeting