### **GLENDALE COMMUNITY COLLEGE DISTRICT**

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

## **BOARD OF TRUSTEES MEETING NO. 2**

The regular meeting of the Glendale Community College District Board of Trustees was called to order by Dr. Hacopian at 5:01 p.m. on Wednesday, July 25, 2012 in Kreider Hall of the San Rafael Building.

Trustees Present:	Administrators Present:	
Mrs. Anita Quinonez Gabrielian	Dr. Jim Riggs	Mr. Amir Nour
Dr. Armine G. Hacopian	Ms. Lisa Brooks	Mr. Ron Nakasone
Dr. Vahé Peroomian	Dr. Kristin Bruno	Dr. Jewel Price
Ms. Ann Ransford	Dr. Susan Courtey	Mr. Michael Ritterbrown
Mr. Anthony P. Tartaglia	Ms. Kim Holland	Dr. Paul Schlossman
Mr. Arman Marukyan ST	Ms. Brenda Jones	Ms. Donna Voogt
-	Dr. Edward Karpp	-
	Ms. Deborah Kinley	Representatives Present:
	Dr. James Krusling	Academic Senate: Mr. Michael Scott
	Dr. Mary Mirch	CSEA: Mr. Hoover Zariani
	•	Guild: Ms. Isabelle Saber

The media was represented. An audio tape of this meeting will be on file in the Superintendent/President's Office and on the college's website at <a href="http://www.glendale.edu/boardoftrustees">http://www.glendale.edu/boardoftrustees</a>>. 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 Ms. Arpa Shahijanian, ASGCC Vice President of Finance.

## **COMMENTS FROM THE AUDIENCE - BOARD AGENDA ITEMS ONLY**

There were no comments.

### **RESOLUTIONS**

1. Resolution No. 1: Signature Resolution

It was moved (Mrs. Gabrielian) and seconded (Ms. Ransford) to adopt Resolution No. 1. The motion passed unanimously.

2. Resolution No. 2: Approval of California State Department of Education Contract and Amendment for Child Care and Development Services for Fiscal Year 2012-2013

It was moved (Mr. Tartaglia) and seconded (Mrs. Gabrielian) to approve Resolution No. 2. The motion passed unanimously.

### INFORMATIONAL REPORTS

- 1. 2012-13 Budget Update
  - Dr. Peroomian confirmed with Mr. Nakasone that if the November tax initiative doesn't pass, the college will have to cut 700 classes a 7.5% workload reduction to balance the budget.
- 2. Measure G Funds Balances and Schedule Update
  - Dr. Peroomian requested that the projects on this page be updated *i.e.* status and timelines and also remove Garfield, which is complete.
- 3. Accreditation Progress Report
  - Dr. Hacopian announced that the college's accreditation had been granted in full and that Dr. Riggs would address accreditation during "Reports."
  - Dr. Peroomian requested that this report be updated to include a timeline to flesh out accreditation-related activities from now until March 2013.
  - Dr. Mirch reported that assignments have been made to meet the March timeline for the Follow-Up Report and the required secondary report on SLO's. She said that these will come as a first read to the Board in January and as a second read in February.
- 4. PeopleSoft Implementation Status Report
  - At Dr. Hacopian's request, Mr. Nakasone provided a brief overview, noting that last month's problem has been corrected and files have been restored. He said that I.T. is moving forward with an upgrade of a new version of PowerTools, will cut over to new servers at the end of September or early October, and has set up four development and testing environments for PeopleSoft.
- 5. Server Room Upgrade
  - At Dr. Hacopian's request, Mr. Nakasone provided a brief overview, noting that the plans have gone to DSA (Division of the State Architect). Provided background on the decision to bring the project as a whole to the DSA and the anticipated timeline for completion.
  - Said that he will come back to the Board next month with an energy conservation project in conjunction with the server room upgrade.
- 6. Special Board Meeting/Board Study Session September 24, 2012 California Community Colleges Student Success Task Force Recommendations
  - Ms. Ransford noted that a special board meeting/board study session has been scheduled to discuss the California Community Colleges Student Success Task Force's recommendations. She noted that one of the authors of this legislation, Senator Carol Liu, will be in attendance. Ms. Ransford confirmed the date of Monday, September 24, 2012 for the special board meeting and made note that this will be an inclusive meeting with questions welcomed.

## **UNFINISHED BUSINESS REPORTS**

1. Administrative Services – Board Policy 3820: Gifts, Grants and Bequests

It was moved (Ms. Ransford) and seconded (Dr. Peroomian) to approve Unfinished Business Report No. 1. The motion passed unanimously.

### FIRST READING REPORTS

1. Administrative Services – Deletion of Board Policy 2900: Employee Referral Program

The report was duly noted.

### **CONSENT CALENDAR**

The following items were pulled from the Consent Calendar and placed under "New Business/Action" for discussion (pages 3-4 of these minutes). The Board Member making the request is also noted.

Consent Calendar Item No. 5: Change Order No. 001 – Cafeteria Remodel Project (Dr. Peroomian)

Consent Calendar Item No. 6: Change Order No. 001 - Pony Chiller Project (Dr. Peroomian)

Consent Calendar Item No. 11: Approval of Travel Outside of the U.S. (Dr. Hacopian)

- 1. Approval of Minutes
  - a. Regular Board Meeting of June 25, 2012
  - b. Special Board Meeting of July 2, 2012
- 2. Warrants District Funds June 1, 2012 through June 30, 2012
- 3. Purchase Order Listing June 1, 2012 through June 30, 2012
- 4. Contract Listing June 1, 2012 through June 30, 2012
- 5. Change Order No. 001 Cafeteria Remodel Project
- 6. Change Order No. 001 Pony Chiller Project
- 7. Agreements with Companies to Provide Specialized Support Services for Professional Development Center Programs Fiscal Year 2012-2013
- 8. Gifts, Donations and Bequests 2011-2012
- Academic Personnel Report No. 1
- 10. Classified Personnel Report No. 1
- 11. Approval of Travel Outside of the United States

It was moved (Mr. Tartaglia) and seconded (Mrs. Gabrielian) to approve Consent Calendar Items Nos. 1 through 4 and 7 through 10. The motion passed unanimously.

### **NEW BUSINESS REPORTS/ACTION**

Consent Calendar Item No. 5: Change Order No. 001 - Cafeteria Remodel Project

It was moved (Mrs. Gabrielian) and seconded (Dr. Peroomian) to approve Consent Calendar Item No. 5.

• Dr. Peroomian noted that, formerly, change orders included more explanation. He requested that future change orders contain an expanded level of explanation.

### **NEW BUSINESS REPORTS - continued**

• Mr. Nakasone provided additional background regarding the change order.

The motion passed unanimously.

## Consent Calendar Item No. 6: Change Order No. 001 - Pony Chiller Project

It was moved (Dr. Peroomian) and seconded (Mr. Marukyan) to approve Consent Calendar Item No. 6.

- Dr. Peroomian noted the same comment as above.
- Mr. Nakasone provided additional background regarding the change order.

The motion passed unanimously.

### Consent Calendar Item No. 11: Approval of Travel Outside of the U.S.

It was moved (Mrs. Gabrielian) and seconded (Ms. Ransford) to approve Consent Calendar Item No. 11.

- Dr. Hacopian noted that she pulled this item, as she wanted to make sure that there are no travel advisories to the destination of Chiapas.
- Dr. Mirch confirmed that there are not.

The motion passed unanimously.

### 1. Board of Trustees 2012-2013 Goals

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

2. Designation of Board Representative to the Los Angeles County School Trustees Association

It was moved (Dr. Peroomian) and seconded (Mrs. Gabrielian) to designate Ms. Ann Ransford as the GCCD Board of Trustees' annual representative to the Los Angeles County School Trustees Association for 2012-2013.

- Ms. Ransford noted that she is pleased to represent Glendale Community College and said that it is one of the CCCT's (California Community Colleges Trustees) goals to work more closely with the K-12's and to align the statewide school board and trustees' associations.
- Dr. Hacopian thanked Ms. Ransford for representing the Board.

The motion passed unanimously.

## 3. 2012-2013 Pay for Board Members

It was moved (Ms. Ransford) and seconded (Dr. Peroomian) that the Board of Trustees continue the Board's 5% pay reduction for 2012-2013.

• Mr. Tartaglia said that the Board is in support of the groups who have taken a salary reduction for 2012-2013 and that this is the Board's good-faith effort that the Board is standing with them.

### **NEW BUSINESS REPORTS** - continued

4. Final Approval Contract Interim Superintendent/President

It was moved (Ms. Ransford) and seconded (Dr. Peroomian) to approve the contract for the Interim Superintendent/President.

- Dr. Hacopian noted that the Interim Superintendent/President's contract has come forward for final approval, due to several minor changes, which she asked Dr. Riggs to address.
- Dr. Riggs noted that the two changes were in the area of STRS and permission to complete his teaching obligation, which, he said was finished last weekend.
- Dr. Hacopian noted that Dr. Riggs will not present the college with his moving expenses.
- Dr. Hacopian noted Item 3.3 and said that she was noting this item to remind everyone that the Superintendent/President is responsible for the activities of the Foundation.
  - o Mr. Tartaglia thanked Dr. Riggs for joining the Foundation's, "President's Circle."
- Dr. Hacopian said that the contract date should reflect the date of final approval.
  - It was determined that Human Resources will coordinate this change.

The motion was amended to include the requested date change. The motion passed unanimously.

5. 2012-13 Management Salary Proposal

It was moved (Dr. Peroomian) and seconded (Mrs. Gabrielian) to approve New Business Report. No. 5.

- Dr. Hacopian expressed her appreciation, on behalf of the Board, to the Management and Confidential Employees group.
- Mr. Tartaglia also said that he wished to make note that Interim Superintendent/ President Riggs has also taken a 5% salary reduction. The Board expressed their appreciation.

The motion passed unanimously.

6. Five Percent (5%) Pay Reduction for Unclassified Positions

It was moved (Dr. Peroomian) and seconded (Mrs. Gabrielian) to approve New Business Report No. 6.

• Dr. Hacopian expressed her appreciation, on behalf of the Board, to the individuals in these temporary unclassified job categories.

The motion passed unanimously.

Dr. Hacopian stated at this time that New Business Report No. 7 will first be discussed in Closed Session and be voted on later in Open Session at this evening's meeting.

7. Student Expulsion

Please see Closed Session No. 1, page 9 of these minutes.

It was moved (Ms. Ransford) and seconded (Dr. Peroomian) to approve New Business Report No. 7. The motion passed with the following vote: Mrs. Gabrielian, Dr. Hacopian, Dr. Peroomian, Ms. Ransford, Mr. Tartaglia (aye); Mr. Marukyan (not present).

### **REPORTS**

#### 1. ACADEMIC SENATE REPRESENTATIVE TO THE BOARD

### Mr. Michael Scott

- Said that the Senate has not met since the end of the Spring semester.
- Welcomed Dr. Riggs on behalf of the Senate and said that he looks forward to a good year working with him.

### 2. GUILD REPRESENTATIVE TO THE BOARD

### Ms. Isabelle Saber

- Commented on campus morale, the fiscal situation, accreditation, and relationships with the past two superintendent/presidents and members of the board.
- Said she wished to publicly commend Dr. Riggs for his leadership and thank him for his professional demeanor, knowledge and know-how that he brings to the office.
- Noted that, among topics discussed these past few weeks, has been the resuscitation of the 2009 CCLC Technical Assistance Report recommendations, including the recommendation defining roles and boundaries.
- Said that it is her pledge to all faculty, administration and the Board that the team representing the faculty union will continue to work diligently to ensure that pay cuts are fair and only agreed to when absolutely necessary.

### 3. CSEA REPRESENTATIVE TO THE BOARD

### Mr. Hoover Zariani

- Announced that Classified Institute Day will be held on August 30 and invited the board members to attend.
- Said that the CSEA will be back at the negotiations table on August 15.
- Said that the CSEA and the Guild will be working together on the November tax initiative. Said that CSEA [Executive Officers], Ms. Tzoler Oukayan and Ms. Nancy McLees, will be working with Dr. John Queen on this.

### 4. VICE PRESIDENTS

## Dr. Ricardo Perez, Vice President, Student Services

- Introduced and welcomed Dr. James Krusling, Associate Dean, Library and Learning Center.
- Reported on the Governor's budget and status of Cal Grants cuts.
- Announced that the GCC Scholarship Program awarded more than 500 scholarships, totaling more than \$230,000, to outstanding students during the 2011-2012 academic year.
- Reported on Senate Bill 1456, Student Success Act of 2012.

### Dr. Mary Mirch, Vice President, Instructional Services

- Welcomed Mr. Michael Ritterbrown, Dean of Instructional Services.
- Acknowledged Dr. Kristin Bruno, who will be retiring at the end of the month.
- Acknowledged Ms. Jan Swinton who was invited by the California Work Investment Bureau to attend a focus group to provide the Governor with information on the Strategic Workforce Investment Plan.

### Mr. Ron Nakasone, Executive Vice President, Administrative Services

- Announced that the Lab/College Services project has been funded by the State. The project will go out to bid by early 2013.
  - o Dr. Peroomian asked if the project would be design/build and Mr. Nakasone replied no. Mr. Nakasone added that the shoring wall is part of the final DSA [Division of the State

### REPORTS - Vice Presidents - Mr. Nakasone - continued

Architect] approved plans even though the college is not receiving federal funding for the wall.

• Noted that Culinary Arts' last semester in Los Robles will be this Fall. Said that the Cafeteria project will be completed by mid-August and that there will be one class held in the Cafeteria in the Fall to test out the newly remodeled facility.

## 5. INTERIM SUPERINTENDENT/PRESIDENT

### Dr. Jim Rigas

- Reported that he attended the annual Foundation Board Installation dinner last evening and received a check in the amount of \$58,000 from the Foundation for college programs. Said that he had the opportunity to meet several Foundation board members.
- Noted that the college has received letter notification from the ACCJC (Accrediting Commission for Community and Junior Colleges) that the college's Follow-Up Report has been accepted. Reported that the college is now in the process of preparing the standard mid-term report. Said that there is a lot of work to do and that he will bring forth a more detailed report to the Board on the activities of preparing the mid-term report and the Board's involvement.
- Reported that he has gotten a sense of the college during the last three weeks and is prioritizing issues that need to be addressed in the coming year. Said that he has been dropping by to say hello to staff, faculty and administrators across the campus. Dr. Riggs noted that he has visited the Professional Development Center and the Garfield Campus and a number of programs including the Planetarium and the Technology and Aviation Division. Said that he has met with the Associated Students leaders and constituent leaders.
- He said he wished to thank publicly the Board of Trustees for their support and guidance and said that he looks forward to working with them during the next twelve months.

### 6. BOARD OF TRUSTEES

Student Trustee, Mr. Arman Marukyan

- Announced that the six vacant Associated Students legislative positions have been filled:
  - Natalie Sarukhanian as Senator of Administration
  - o Caroline Aghajanian as Representative at Large of Administration
  - o Lilian Kalamekerian as Representative at Large of Finance
  - Aris Babaian as Representative at Large of Campus Activities
  - Harrison Muncaster as Representative at Large of Campus Relations
  - Shant Anjelian as Representative at Large of Campus Organizations
- Said that the AS Executive is meeting with their advisors weekly in preparation of the upcoming semester.

### Member, Mrs. Anita Quinonez Gabrielian

- Noted that GCC has been in this community for 85 years this coming Fall and reminded all of the Glendale Foundation's 85<sup>th</sup> Anniversary Celebration to be held on campus on October 20, 2012. She thanked Ms. Lisa Brooks and the Foundation for organizing the event and invited the entire community.
- Said that she was encouraging the community as a whole to get out and vote this November for Proposition 30. Noted the strong campus effort. Said that there would be a loss of 700 classes if Prop 30 fails.
- Thanked Ms. Swinton for her leadership in coordinating the Glendale Community College/Pasadena City College career technical education community collaborative.

## Member, Mr. Tony Tartaglia

- Noted that he attended last evening's Foundation dinner. Welcomed 2012-2014 Foundation President, Mr. Mike Haney.
- Said that there are commitments of up to \$100,000 for the 85<sup>th</sup> [Anniversary Celebration fundraising

## REPORTS - BOARD OF TRUSTEES - Mr. Tartaglia - continued

efforts], but the Foundation is looking for much more.

- Encouraged the Board of Trustees and the Foundation to work closer in order to provide the connectivity necessary to bring forth the needed resources.
- Said he'd like to commend Ms. Saber for her comments and said that he, too, thinks Dr. Riggs is a wonderful asset to the community. He told Ms. Saber that his door is always open and that they hopefully can work together. He noted that his comments [last month] were for the campus community in general and for the emotionally heightened budget situation. He said that he, too, is looking forward to moving on with Dr. Riggs and hopes they can all do so together.

## Clerk, Dr. Vahé Peroomian

- Said that he echoed Mr. Tartaglia's [last] comments.
- Addressed Dr. Riggs. Thanked him for bringing an air of stability and progress to the college.
- Thanked and acknowledged the Community Services Education program.

### Vice President, Ms. Ann Ransford

- Noted that she attended the Foundation dinner last evening. Said that Mr. Haney will do an amazing job, as did Past President, Ms. Ellyn Semler. Remarked on the \$230,000 awarded in scholarships and the Foundation's part in contributing toward this sum.
- Said that she accompanied Dr. Riggs on the Science Center tour.
- Reported on the grades K-5 Science Center outreach program and that last year 4,511 students visited the center from surrounding K-12 schools. Noted that 1/3 of these students were from Glendale Unified School District.
- Referred to the July 22 Glendale News-Press article featuring [GCC Math instructor], Ashot Djrbashian, and his son, Edward, [a GCC student]. Said that the father and son work at JPL. Said that she sent the article to General Eugene Tattini of JPL, whom she recently met.
- Commented on the newest Foundation publication distributed at last evening's Foundation event. Said that the publication will be mailed to 5,000 homes and is also available in the Foundation Office.
- Commended the graphic artists for the HIS Stem brochure.
- Welcomed Dr. Riggs and said that she has passed on to Dr. Riggs the positive comments that she has been receiving.

### President, Dr. Armine Hacopian

- Expressed her condolences to those families in Colorado that experienced the recent tragedy.
- Said that she has met with Dr. Riggs and Chief Montecuollo to discuss prevention and educational programs.
- Said that she had a planning lunch with Ms. Brooks, Ms. Semler, and Mr. Haney to discuss the Foundation. Future plans include a joint board meeting.
- Noted that she visited the Garfield Campus with Dr. Riggs; and that the Board will hold a future board meeting at Garfield.
- Said that she attended a Brown Act training sponsored by the prosecutor's office in L.A. and said that the college's legal counsel would be holding a training, also and all will be welcome. Mr. Tartaglia noted that this would be an update on new laws. Dr. Hacopian noted that these trainings are held regularly.
- Thanked Ms. Brooks for the Foundation event last evening and welcomed Mr. Haney.

#### BOARD OF TRUSTEES REQUESTS - INFORMATION AND/OR FUTURE AGENDA ITEMS

<u>Ms. Ransford</u> – Asked about the informational quarterly report from the Foundation and why it has not appeared on the board agenda recently.

<u>Mr. Tartaglia</u> - With regard to updating the emergency action plan, Mr. Tartaglia said he would like this to be in conjunction with the emergency generator plan. Said he hasn't seen action to date on the emergency generator.

### BOARD OF TRUSTEES REQUESTS - INFORMATION AND/OR FUTURE AGENDA ITEMS - continued

<u>Mr. Tartaglia</u> – Addressed his requests for a Facilities Index and expressed his concern that "cracks are beginning to show." Said that Dr. Peroomian also has requested the index. Dr. Hacopian noted that this is one of the board goals.

#### COMMENTS FROM THE AUDIENCE ON ANY SUBJECT

There were no comments.

Dr. Hacopian announced at 6:11 p.m. that the Board would recess to Closed Session. She said that the Board would first consider Closed Session Item No. 1 and would then return to Open Session to address New Business Report No. 7.

#### **CLOSED SESSION**

1. EDUCATION CODE 72122: Student Expulsion (One case)

**RECONVENE IN PUBLIC SESSION -** 6:37 p.m.

### REPORT OF CLOSED SESSION ACTION ON CLOSED SESSION ITEM NO. 1

Please see New Business Report No. 7 on page 5 of these minutes.

Dr. Hacopian announced at 6:41 p.m. that the Board would return to Closed Session to consider Closed Session Item No. 2. She said that the Board would not report out.

### **CLOSED SESSION**

CONFERENCE WITH LABOR NEGOTIATORS pursuant to Government Code Section 54957.6

a. Agency designated representative: Ms. Donna Voogt

Employee organization: California School Employees Association

b. Agency designated representative: Mr. Ron Nakasone

Employee organization: Glendale College Guild

## **RECONVENE IN PUBLIC SESSION –** 7:20 p.m.

## **REPORT OF CLOSED SESSION ACTION - None**

### **ADJOURNMENT**

Since all business on the agenda had been considered, Dr. Hacopian announced at 7:20 p.m. that the meeting was adjourned.

Dr. Armine G. Hacopian, President	Dr. Vahé Peroomian, Clerk