GLENDALE COMMUNITY COLLEGE
GOVERNANCE UPDATE
NOVEMBER 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 ***October 8, 2013 and November 5, 2013.***

- 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.

CAMPUS EXECUTIVE – August 20, 2013

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 (Dr. Perez) and seconded (Mr. Scott) to approve the Campus Executive Committee minutes of July 9, 2013. The motion passed unanimously.

MOTIONS APPROVED

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

a) Budget Committee
Adopted Minutes of June 25, 2013
Adopted Minutes of July 11, 2013
Adopted Minutes of July 23, 2013

CAMPUS EXECUTIVE – September 3, 2013

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. Kamei) and seconded (Mr. Zariani) to approve the Campus Executive Committee minutes of August 20, 2013. The motion passed unanimously.

MOTIONS APPROVED

2. It was moved (Dr. Mirch) and seconded (Mr. Avagyan) to accept the Budget subcommittee minutes of August 9, 2013. The motion passed unanimously.

NEXT MEETING: October 15, 2013

SUBCOMMITTEES OF CAMPUS EXECUTIVE

BUDGET – October 10, 2013

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

QUORUM (6) 10/10 voting members; 2 Resources, 11 guests

APPROVAL OF MINUTES

1. MSC to approve the minutes of the September 24, 2013 meeting as presented.

MOTIONS APPROVED

1. MSC to approve the CHAC (Classified Hiring Allocation Committee) List of replacement Positions.
2. MSC to approve funding of repair of the Batting Cage @ $13,720.00
3. MSC to start looking at multi-year budgeting starting with the 2014-15 budget.

MOTIONS FAILED - none

MOTIONS TABLED - none

REPORTS - none

NEXT MEETING: October 22, 2013

CAMPUSWIDE COMPUTER COORDINATION – Last meeting reported May 16, 2013

3rd Thursday, 12:30 -1:30p, AD 121

NEXT MEETING: TBD

ENROLLMENT MANAGEMENT – September 11, 2013

2nd Wednesday, 12:20 - 1:20, AD 121

QUORUM 23/30; 1 resources

APPROVAL OF MINUTES

1. MSC to approve minutes of May 8, 2013, with corrections. One abstention.

MOTIONS APPROVED

1. MSC to approve the final version of enrollment management plan with understanding that the plan will require constant modification to the time frames

MOTION FAILED - None

MOTIONS TABLED – None

REPORTS – none

NEXT MEETING: TBD

EQUAL EMPLOYMENT OPPORTUNITY– October 24, 2013

4th Thursday, 12:30-1:30, SM270

Reported from unadopted minutes.

QUORUM 7/11 voting members; 0 resource; 0 guest

APPROVAL OF MINUTES

1. MSC to approve the May 23, 2013

MOTIONS APPROVED – none

MOTIONS FAILED - none

MOTIONS TABLED - none

REPORTS –

1. R. Tarverdian to email committee with potential recruitment timelines for open positions.
2. The committee will review both the Diversity Coordinator and the EEO (Equal Employment Opportunity) Coordinator job descriptions and bring back recommendations on how to move forward with the positions.
3. Committee to gather questions and topics for FAQs/guidelines (FAQs = frequently asked questions).

NEXT MEETING: November 24, 2013

GOVERNANCE REVIEW – November 5, 2013

1st Tuesday, 1:30-2:30pm, AD 249

Report is forthcoming.

Last meeting reported October 1, 2013.

NEXT MEETING: December 3, 2013

INSTITUTIONAL PLANNING COORDINATION – August 12, 2013

2nd Monday, 12:15pm – 1:30pm, AD 121

QUORUM 10 / 17 voting members; 0 resources; 2 guests

APPROVAL OF MINUTES

1. MSC to accept the minutes of July 8, 2013

MOTIONS APPROVED

2. MSC to recommend that the Governance Review Committee appoint the Program Review Committee as a governance committee reporting to IPCC (Institutional Planning Coordination Committee)

3. MSC to recommend that the Budget Committee develop a 3 year budget in its next budget cycle for 2014-2017

MOTIONS FAILED - none

MOTIONS TABLED - none

REPORTS – none

INSTITUTIONAL PLANNING COORDINATION – September 9, 2013

2nd Monday, 12:15pm – 1:30pm, AD 121

QUORUM 15 / 17 voting members; 0 resources; 2 guests

APPROVAL OF MINUTES

1. MSC to accept the minutes of August 12, 2013

MOTIONS APPROVED

2. MSC to accept the highlighted language for AR 4000 as is and forward the matter to the Senate ASAP
3. MSC to approve the amendments to AR (Administrative Regulation) 6200 as detailed
4. MSC to reaffirm Ed Karpp as IPCC Chair

MOTIONS FAILED - none

MOTIONS TABLED - none

REPORTS – none

NEXT MEETING: October 14, 2013

MASTER PLANNING (TEAM A) – Last meeting reported May 3, 2013

Meets as needed, 1:00pm – 3:00pm, SC 212AB

NEXT MEETING: TBD

RELEASED TIME/EXTRA PAY – October 21, 2013

Dates and Times Determined By Committee, SM270

Reported from adopted minutes.

QUORUM 5/7 voting members; 0 resource; 0 guests

APPROVAL OF MINUTES

1. MSC to approve the May 3, 2013 minutes.

MOTIONS APPROVED

1. MSC (One abstention) to split the ESL Special Projects Coordinator position to two 10% RT/EP positions from one 20% RT/EP (released time extra pay) position
2. MSC to move the ESL Professional Development Coordinator position forward to Campus Executive Committee for review.
3. MSC to ask Campus Executive Committee to fund the Coordinator, Science Lecture Series and Coordinator, Social Science Lecture Series through 01 funds.
4. MSC for positions on hiatus to be reviewed by the program supervisor and a proposal sent to the committee on their status.

MOTIONS FAILED - none

MOTIONS TABLED - none

REPORTS

1. D. Attyah to follow up with the Academic Senate and R. Barrio-Sotillo to follow up with the Guild president on conflicts between Student Equity Coordinator and Faculty Diversity Coordinator.

2. H. Jenkins to forward Coordinator, Science Lecture Series application to the interview committee.
3. H. Jenkins to verify vacant positions, update the RT/EP Chart with that information and to create a separate chart showing when evaluations are due.

NEXT MEETING: November 18, 2013 at 12:30 a.m.

STAFF DEVELOPMENT – Last meeting reported May 16, 2013
3rd Thursday, 12:30pm to 1:30pm, HR Conference room.

NEXT MEETING: September 19, 2013

WEB OVERSIGHT – Last meeting reported May 23, 2012
4th Wednesday, 12:30 pm, AD 121

NEXT MEETING: TBD

ACADEMIC AFFAIRS – October 2, 2013

1st Wednesday, 1:40-3:40pm, AD 217

Report is forthcoming.

Last meeting reported June 5, 2013.

NEXT MEETING: November 6, 2013

SUBCOMMITTEES OF ACADEMIC AFFAIRS

ACADEMIC CALENDAR – Last meeting reported October 24, 2012
Committee meets as needed

NEXT MEETING: November 6, 2013

BAJA CALIFORNIA FIELD STUDIES – Last meeting reported May 16, 2013
Meets twice per year. Contact Chair for date, time and location.

NEXT MEETING: TBD (contact chair for date and time)

BASIC SKILLS – May 20, 2013
3rd Monday, 2:30 – 4:00 pm, LB 220

Last meeting reported April 8, 2013

NEXT MEETING: TBD

GRADUATION REQUIREMENTS – did not meet
Meets as needed.

NEXT MEETING: TBD

SCHOLARS PROGRAM – Last meeting reported May 22, 2012.
As needed, contact Chair

NEXT MEETING: TBD

STUDY ABROAD – Last meeting reported May 2, 2013
3rd or 4th Thursdays, 12:00-1:10pm, AD 121
NEXT MEETING: TBD

STUDENT AFFAIRS – October 16, 2013

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

Reported from unadopted minutes.

QUORUM – 20/25 voting members; 2/3 resources

APPROVAL OF MINUTES

1. It was MSC that the Student Affairs Committee unadopted minutes of September 18, 2013.

MOTIONS APPROVED

1. It was MSC to approve the Consent Calendar.
    a. Matriculation – May 23, 2013
    b. Noncredit Matriculation – September 26, 2013
    c. Student Fees – October 9, 2013
2. It was MSC to approve the revisions to Administrative Regulation 5600, *Student Workers*. 19 in favor; 1 against.
3. It was MSC to approve the revisions to Administrative Regulation 5500, *Standards of Student Conduct*.
4. It was MSC to approve draft Administrative Regulation 5055, *Enrollment Priorities* with noted grammatical corrections.
5. It was MSC to approve draft Board Policy 5210, *Communicable Disease* and draft Administrative Regulation 5210, *Communicable Disease* as presented.

MOTIONS FAILED – none

MOTIONS TABLED – none

REPORTS – none

NEXT MEETING: November 20, 2013

SUBCOMMITTEES OF STUDENT AFFAIRS

ASSESSMENT – Last meeting reported, March 8, 2012
Meets twice per semester, 3rd Thursday, 2:00-3:00 pm, AD 121
NEXT MEETING: October 17, 2013

INTERNATIONAL STUDENTS – Last meeting reported May 7, 2013
As needed, contact Chair
NEXT MEETING: TBA

LIBRARY & INFORMATION COMPETENCY – Did not meet

4th Thursday, 12:30 p.m. - 1:30 p.m., LB 417

Last meeting reported February 28, 2013.

NEXT MEETING: TBA

MATRICULATION – May 23, 2013

Meets twice per month, time and location TBD

Reported from unadopted minutes.

QUORUM – 9/14 voting members; 0/3 resources

APPROVAL OF MINUTES

1. MSC: Approval of Minutes from the March 28, 2013 meeting.

MOTIONS APPROVED– none

MOTIONS FAILED – none

MOTIONS TABLED – none

REPORTS – none

NEXT MEETING: November 12, 2013

NONCREDIT MATRICULATION - September 26, 2013

4th Thursday, 1:00-2:00pm, 4x per academic year, alternates between the main and Garfield campuses; this meeting met in MP 103, Garfield Campus, 1:00 – 2:00pm.

Reported from unadopted minutes.

QUORUM = 9/10 members

APPROVAL OF MINUTES

1. MSC - Approve minutes of May 23, 2013 meeting with no changes.

MOTIONS APPROVED

1. MSC – Rename committee Student Success and Support Program and reflect same in the Mission Statement.

MOTIONS FAILED - None

MOTIONS TABLED - None

REPORTS

1. D. Kinley informed the committee the Student Education Plan (SEP) was still in the process of being created.
2. D. Kinley informed the committee that we are now the Noncredit Student Success & Support Program, formerly Noncredit Matriculation.
3. E. Collins reported there will be two Main Campus tours on October 29. The students will hear presentations about entering credit programs and visit a variety of credit class rooms.
4. A. Mecom, M. Ernst, D. Kinley volunteered to be members of a Task Force to track students who participate in the main campus tours and then go on to become credit students. M. Mansour and M. Czeck were nominated to also be members of the committee.

5. A. Mecom reported the ESL tutoring has taken place in the Career Center for one year and is going well. A total of 97 students were tutored in the recent summer session.

NEXT MEETING: October 31, 2013, 1pm at Garfield

OUTREACH/ RECRUITMENT - Last reported meeting unknown
As needed, contact Chair

NEXT MEETING - TBA

SERVICE LEARNING – Last reported meeting, March 14, 2013
2nd Thursday, 12:30-1:30pm, SC 208

NEXT MEETING - TBA

STUDENT FEES – October 9, 2013
2nd Wednesday, 2:00 pm, AD 121

Reported from unadopted minutes.

QUORUM 7/9 voting members/0 resources/2 guests

APPROVAL OF MINUTES

1. MSC to approve the minutes of the April 10, 2013 meeting.

MOTIONS APPROVED – None

MOTIONS FAILED – None

MOTIONS TABLED – None

REPORTS

1. The AS (Associated Student) representatives will take this information to the AS Legislative meeting and will report back to the Student Fees Committee their findings.

NEXT MEETING: November 13, 2013

TECHNOLOGY MEDIATED SERVICES – Last reported meeting October 26, 2011
As needed, contact Chair

NEXT MEETING: TBD

ADMINISTRATIVE AFFAIRS – September 10, 2013

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

Reported from unadopted minutes.

QUORUM (9): 15 out of 17. Guests: None

APPROVAL OF MINUTES:

1. MSC minutes of June 11, 2013

MOTIONS APPROVED:

1. MSC the Consent Calendar – unanimous approval.
    d. Environmental Affairs: June 5, 2013

e. Campus Development: June 6, 2013 and August 1, 2013
f. Safety Committee: No June meeting.

MOTIONS FAILED: None

MOTIONS TABLED:

1. 2nd Readings:
    a. BP (Board Policy) 3430 Prohibition of Harassment (New)
    b. AR (Administrative Regulation) 3430 Prohibition of Harassment (New)
    c. AR 4142 (New 7162) Released Time/Extra Pay Committee – pending response from RT/EP Committee.

REPORTS:

1. Informational Items: Construction Up-date on the Lab/College Services Building
2. 1st Readings:
    a. AR 3100 Organizational Structure (revision)
    b. AR 6400 Audits (new – BP 6400 approved 8/25/08))
    c. AR 6540 Insurance (new – BP approved 6/23/08))
    d. AR 6600 Capital Construction (new – BP approved 9/18/08)
3. Discussion on the following subjects:
    a. The process for mass emailing of students.
    b. AR 3580 Work Area Temperature – revisions
    c. Report from ASGCC (Associate Students of Glendale Community College) representative Vedi Khachatourian on bicycle racks.

NEXT MEETING: October 8, 2013

SUBCOMMITTEES OF ADMINISTRATIVE AFFAIRS

CAMPUS DEVELOPMENT – June 6, 2013

1st Thursday, 12:30-1:30 PM, HS 214

Reported from unadopted minutes

QUORUM 13/16

APPROVAL OF MINUTES

1. MSC to approve the Minutes of May 2, 2013.

MOTIONS APPROVED –

1. MSC to table discussion on the Recommendations from the Facilities Master Plan Task Force June 4, 2013) till next meeting, which will be a "study session" for 1.5 hr. Next meeting 7/11/13.

MOTIONS FAILED – none

MOTIONS TABLED

1. New Business: (TABLED)
    I. New Estimates from Cumming for Aviation Arts = $7 M (down compared to before $13.2)

II. Lab College Services Building (LCS) Update from Sacramento re-Approval to Proceed or Encumber Funds

REPORTS -

1. **"**No Trespass" Sign Verbiage (GYM) TABLED – (Gary Montecuollo/Jon Gold)

NEXT MEETING: July 11, 2013

CAMPUS DEVELOPMENT – August 1, 2013

1st Thursday, 12:30-1:30 PM, HS 214

Reported from unadopted minutes

QUORUM 13/16

APPROVAL OF MINUTES

2. MSC to approve the Minutes of June 6, 2013 (there was no July 2013 meeting).

MOTIONS APPROVED – none

MOTIONS FAILED – none

MOTIONS TABLED – none

REPORTS –

1. **"**No Trespass" Sign Verbiage - GYM (Gary Montecuollo/Jon Gold). Make a work order and follow-up with Samir Abou Rass
2. Proposal to get a Programming Study done by Architect/Shoji Takeshima (NTD) for cost for the 3 main areas:
   1) SR 2nd floor
   2) SG 1st floor
   3) AD 1st floor
3. Shoji Takeshima (NTD) to meet with Donna Voogt (HR).
4. Nelson to get answers as to what is structural and what is cosmetic retrofit and at what point is DSA (Department of State Architect) triggered?
5. Next meeting will be a regular one hour meeting and the "Study Session" will continue

   New Business: TABLED - Room use Analysis Done in 2008 & 2009 - Jim Spencer (NTD)

NEXT MEETING: September 5, 2013

ENVIRONMENTAL AFFAIRS – June 5, 2013

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

Reported from adopted minutes.

QUORUM (5): 5 out of 9. Guests: 2

APPROVAL OF MINUTES:

MSC minutes of May 1, 2013

MOTIONS APPROVED:

1. Motion for a volunteer to obtain cost comparisons for a feasibility study of the use of plastics and Styrofoam in the cafeteria.

MOTIONS FAILED: None

MOTIONS TABLED: Agenda for Earth Day tabled until Fall 2013.

REPORTS:

1. Information items
    a. Nelson discussed Proposition 39 and Energy Conservation and Modernization plan for GCC. The District could potentially receive $500k per year for the next five years for energy conservation projects.
    b. Paul Mayer spoke to the Senate about Environmental Awareness and Accreditation.
    c. Global E Recycling offer: A percentage is paid to the college if an e-waste collection event is held at GCC.
    d. Discussion on banning Styrofoam on campus.

NEXT MEETING: September 4, 2013

SAFETY – Last meeting reported May 15, 2013

3rd Wednesday, 11:00am-12:00pm, HS 214

NEXT MEETING: Fall 2013 – date to be determined.

ADMINISTRATIVE AFFAIRS – October 8, 2013

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

Reported from unadopted minutes.

QUORUM (9): 9 out of 17. Guests: None

APPROVAL OF MINUTES:

1. MSC minutes of September 10, 2013

MOTIONS APPROVED:

1. MSC the Consent Calendar – unanimous approval.
    a. Environmental Affairs: Sept. 4, 2013
    b. Campus Development: Sept. 5, 2013
        - Buildings in SF Court and VGT as well as EOPS building will be removed.
        - 1st Floor AD building – move Instructional offices to the north end.
        - CalWorks, Study Abroad, Baja, Scholars, Governance, PIO (Public Information Office).
        - Staff dining room move to AA2
        - Veterans' Center expand to AA1
        - 1st Floor SG – High Tech Ctr. expansion.
    c. Safety Committee: Sept. 18, 2013
2. MSC to replace the entire Golf/Batting Cage netting instead of repairing it due to the age of the remaining netting. Nelson Oliveira will be contacted to see if the Facilities Dept. can replace the netting instead of a contractor.
3. MSC to approve the following 3rd reading:

a. BP 3430 Prohibition of Harassment (new) – approved, pending approval of tabled items #2 - #13#

MOTIONS FAILED: None

MOTIONS TABLED:

1. AR 4142 (New 7162) Released Time/Extra Pay Committee.
2. AR 3430 Prohibition of Harassment (new)
3. AR 3435 Discrimination & Harassment Investigations **(New)**
4. BP 3500 Campus Safety **(New)**
5. AR 3500 Campus Safety **(New)**
6. BP 3510 (Old 2720) Workplace Violence Plan **(Revised)**
7. AR 3510 (Old 2720) Workplace Violence Plan **(Revised)**
8. BP 3515 Reporting of Crimes **(New)**
9. AR 3515 Reporting of Crimes **(New)**
10. BP 3540 (Old 2710) Sexual and Other Assaults on Campus **(Revised)**
11. AR 3540 (Old 2710) Sexual and Other Assaults on Campus **(Revised)**
12. BP 6800 Safety **(New)**
13. AR 6800 Safety **(New)**
14. AR 3100 Organizational Structure (revision)
15. AR 6400 Audits (new – BP 6400 approved 8/25/08)
16. AR 6540 Insurance (new – BP approved 6/23/08)
17. AR 6600 Capital Construction (new – BP approved 9/18/08)

REPORTS:

1. Information Items:
    a. AR 3580 Work Place Temperature – changes approved by Campus Executive discussed.
    b. Mass Emailing of Students – AR 3730 College Mass Communications discussed. It was recommended that Paul Schlossman be authorized by the Superintendent/President to approve certain information that can be emailed to all students who subscribe. A "Weekly Bulletin" for students was also recommended.
    c. Bike Racks on Campus – It was found after a survey, that there are insufficient bike racks on campus. A CPS grant has been requested to purchase several racks. It was also suggested that the Machine Technology and Welding Technology Departments be approached to create a class project to design and make several bike racks over a period of time.
    d. 2015-19 Five Year Capital Outlay Plan – future projects discussed. This plan is up-dated annually and approved by the Board of Trustees. A new Facilities Master Plan is being considered as the last one was developed in 1992 (updated 2002).

NEXT MEETING: November 12, 2013

SUBCOMMITTEES OF ADMINISTRATIVE AFFAIRS

CAMPUS DEVELOPMENT – September 5, 2013

1st Thursday, 12:30-1:30 PM, HS 214

Reported from unadopted minutes

QUORUM 14/16

APPROVAL OF MINUTES

1. MSC to approve the Minutes of August 1, 2013. All approved.
2. MSC to establish an ADA Ad-Hoc Group from within the Campus Development Committee.

MOTIONS APPROVED – none

MOTIONS FAILED – none

MOTIONS TABLED

1. Room use Analyses Done in 2008 & 2009 - Jim Spencer (NTD)

REPORTS -

1. Shoji (NTD) to bring a ballpark cost analysis on the Yellow Option for next meeting (10/3/13).
2. Rick Perez to meet with Tina Andersen/Wahlberg and Deb Kinley at Garfield.
3. Dan Padilla to get estimates for the elevator advertising panels. More information at the next meeting.
4. Next meeting will be a regular one hour meeting and the "Study Session" will continue

NEXT MEETING: October 3, 2013

ENVIRONMENTAL AFFAIRS – September 4, 2013

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

Reported from adopted minutes.

QUORUM (5): 6 out of 9. Guests: 2

APPROVAL OF MINUTES:

MSC minutes of June 5, 2013

MOTIONS APPROVED:

None

MOTIONS FAILED: None

MOTIONS TABLED: None

REPORTS:

1. Nelson introduced two guests from McKinstry: Regional Director Tom Bowen and Project Director Adam Rafferty. Mr. Bowen and Mr. Rafferty discussed Phase I of the Energy Conservation and Modernization project. Phase I includes the installation of electrical meters on each building as well as control upgrades to Central Plant #2 which will also be servicing the new Lab/College Services building.

2. Mike Reed reported that the Guild wants to establish an energy fund.
3. Discussion on banning Styrofoam on campus.
4. Earth Day, Tuesday, April 22 – events will be planned for several days that week.

NEXT MEETING: October 2, 2013

SAFETY – September 18, 2013

3rd Wednesday, 11:00am-12:00pm, Facilities Conference Room – HS 214

Reported from un-adopted minutes.

QUORUM 12 / 12 voting members; 4 resource members; 1 guest

APPROVAL OF MINUTES

1. MSC approval of May 15, 2013 minutes with no changes.

MOTIONS APPROVED –

1. MSC Safety Committee recommends repair of golf instructional facility in SF court to ensure safety in the area.

MOTIONS FAILED – none

MOTIONS TABLED - none

REPORTS

1. Heidi Jenkins updated on nine employee injuries, one required safety follow-up.
2. Laura Matsumoto reported on the student accident report - no safety follow-up is indicated at this time.
3. Chief Montecuollo reported that he will email the Police Crime statistics to the committee for review.
4. Chief Montecuollo reported that the District has purchased 3 Striker Chairs for transport of people with disabilities during emergencies.
5. Nelson Oliveira and Ron Villa reported that a risk assessment was completed on the SF outdoor basketball court and that the results indicate that the area can remain open during designated hours.
6. Chief Montecuollo reported that he has sent a revised emergency procedures flip chart to the administration and Glendale Police and Fire for review. The charts will be disseminated after final approval.
7. Teri Ismail reported on emergency preparedness at Garfield. Action Item: Chief Montecuollo will ask Fire Chief Sam DiGiovanna about the possibility of Campus Community Emergency Response Team (CCERT) trainings.
8. Chief Montecuollo reported that a stop sign has been installed at Lot G and the fire road intersection.
9. Ron Villa reported for information only on the CA Food Code requirements for food service hot water temperatures.
10. Laura Matsumoto commended Mr. Nelson Oliveira and Facilities staff for their attention to the HVAC issues in SG 108 – the High Tech Center for Students with Disabilities.

11. Nelson Oliveira reported that GCC has received state funds for deferred maintenance. He also reported on: 1) issues with Facilities short staffing, and 2) the approval of the recommended preventative maintenance cycles and Facilities Maintenance Index.
12. Alex Leon reported that the SF golf instructional facility is in a state of disrepair to the point of safety risks – the protective netting is torn badly. MSC Safety Committee recommends repair of golf instructional facility in SF court to ensure safety in the area.
13. Dr. Lee Parks reported that the Swap Meet signs placed on the fences around Lot E are obstructing drivers' view and causing a safety hazard. Action Item: Chief Montecuollo to follow-up on placement of Swap Meet signs on Mountain Ave.
14. Laura Matsumoto requested an update on AB 588 (sexual assault victim support) compliance. Action Item: Toni Reyes will report to committee at next meeting on GCC's status regarding AB 588 compliance.

NEXT MEETING: October 16, 2013

Respectfully submitted by
Frankie Strong, Governance Office