Governance Update – January 2026

Reviewed by the College Executive Committee reviewed these items on **January 6, 2026.** This monthly report includes motions, action items, and information items as shown in the minutes of governance committees for the range of time between **December 1, 2025 to January 1, 2026.** It is required by Administrative Regulation 2511: the Governance Document.

- Questions about items listed below contact the chair of the appropriate committee. Committee chairs may be emailed directly from the Blue List.
- Meeting agenda and minutes can be found in Board Docs.

I. COLLEGE EXECUTIVE COMMITTEE* *Standing Committee**

Meets Tuesday prior to Board of Trustees meetings, 2:30 pm, AD 121
This committee meets during intersessions.
Chair: Dr. Ryan Cornner
December 2, 2025
QUORUM [5] 11/11 voting members present
MINUTES APPROVED

1. MSC approval of November 4, 2025 minutes.

MOTIONS APPROVED

2. MSC moved to table Administrative Regulation 5530: Student Grievances for further consideration by the work group to provide at a later date. MSC to table update on Calendar Committees to a future College Executive Committee meeting.
3. MSC to approve the Tentative Agreements between the District and Glendale College Guild, Local 2276, American Federation of Teachers.

INFORMATION-DISCUSSION-ACTION

4. Receipt and review of unadopted and adopted minutes of subcommittees.
   a. Budget Committee – Minutes of October 28, 2025
   b. College Computer Coordinating Committee – No minutes reported.
   c. Enrollment Management Committee – No minutes reported.
   d. Equal Employment Opportunity Advisory Committee – No minutes reported.
   e. Governance Review Committee – No minutes reported.
   f. Professional Development Committee – No minutes reported.
   g. Released Time/Extra Pay Committee – No minutes reported.
   h. Student Equity & Achievement Committee – No minutes reported.
5. The Committee received, reviewed, and accepted the actions and information items of all governance committees.
6. Review of the Board of Trustees agenda for the December 9, 2025 regular session meeting.

Scheduled Meetings: January 6, 2026, February 3.

GLENDALE
COMMUNITY COLLEGE

SUBCOMMITTEES OF THE COLLEGE EXECUTIVE COMMITTEE

1) **Budget Committee**
   Meets on the 4th Tuesday, 12:20-1:30 pm, Zoom Conference
   Co-Chairs: Ms. Sharlene Coleal, and Irina Shumakova
   - October 28, 2025 is the last meeting reported.
   - Met on November 25, 2026, report is forthcoming.

   Scheduled Meetings: Spring 2026

2) **Information Technology Committee (ITC)** formerly 4Cs
   Meets on the 3rd Thursday, 12:30 – 1:30 pm, LB 113, I.T. Conference Room
   Chair: Mr. Michael Dioquino
   - October 16, 2025 is the last meeting reported.
   - November meeting cancelled.

   Scheduled Meetings: Spring 2026

3) **Enrollment Management Committee**
   Meets on the 2nd Wednesday, 12:20-1:20 pm, contact Chair for location
   Chair: Dr. Drew Yamanishi
   - October 8, 2025 is the last meeting reported.
   - Met on November 12, 2025, report is forthcoming.

   Scheduled Meetings: Spring 2026

4) **Equal Employment Opportunity Committee (EEO) – October 23, 2025**
   Meets on the 4th Thursday, 12:30-1:30 pm, contact Chair for location Chair: Dr. Brittany Grice
   QUORUM [8] 13/14 voting members present; 0/2 resources; 4 guests
   APPROVAL OF MINUTES
   1. It was MSC to approve the minutes of September 25, 2025.

   INFORMATION-DISCUSSION-ACTION
   2. The meeting focused on discussion on the importance of student feedback to instructors.

   Scheduled Meetings: Spring 2026

5) **Governance Review Committee (GRC) – November 4, 2025**
   Meets on the 1st Tuesday, 1:40-2:40 pm, contact Chair for location
   Chair: Ms. Hazel Ramos
   QUORUM [5] 7/9 voting members present
   APPROVAL OF MINUTES
   1. It was MSC to approve the minutes of October 7, 2025.

   Scheduled Meetings: Spring 2026

6) **Professional Development Committee**
Meets on the 3rd Thursday, 12:30-1:30 pm, contact Chair for location
Co-Chairs: Ms. Tiffany Ingle, Faculty Coord., and Arpi Amirian, Classified Coord.
- Met on March 20, 2025, minutes and actions is forthcoming.
- Met on October 16, and November 20, 2025, minutes and actions are forthcoming.

Scheduled Meetings: March 19; Apr. 16; May 21, 2026

7) **Released Time Extra Pay Committee (RTEP) – October 23, 2025**
Meets on the 4th Friday, 10:00-11:00 am, contact Chair for location
Chair: Dr. Brittany Grice
QUORUM [8] 13/14 voting members present; 0/2 resources; 4 guests
APPROVAL OF MINUTES
1. It was MSC to approve the minutes of September 26, 2025.

INFORMATION-DISCUSSION-ACTION
2. The meeting focused on discussions about the structure and tracking of RTEP positions.
3. The committee discussed the need for clear documentation and easier ways to review and prioritize RTEP positions.

Scheduled Meetings: Spring 2026

8) **Student Equity & Achievement Committee (SEA)**
Chair: TBD
- The committee mission/purpose is being reviewed.

Scheduled Meetings: TBD

II. INSTITUTIONAL PLANNING COORDINATION* (IPCC) – November 3, 2025

Meets on the 2nd Monday, 12:15pm-1:30 pm, Zoom Conference
Chair: Mr. Michael Davis
QUORUM [11] 15/19 voting members present; 1 guest
APPROVAL OF MINUTES
1. It was MSC to approve the minutes of October 13, 2025.

MOTIONS APPROVED
2. MSC Motion to approve October 21, 2025, Program Review Committee Minutes.
3. MSC Motion to add a Distance Education resource member to IPCC

INFORMATION-DISCUSSION-ACTION
4. Michael Davis introduced Silvana Carrión-Palomares, the new Interim Director of the Office of Hispanic Serving Initiatives.
5. Enrollment update.
6. Institutional Strategic Plan (ISP) Review.

Scheduled Meetings: Spring 2026

SUBCOMMITTEES OF THE INSTITUTIONAL PLANNING COORDINATION COMMITTEE

1) **Program Review Committee – October 21, 2025**
   Meets on the 3rd Tuesday, 1:30–2:30 pm,
   Zoom Conference https://glendale-edu.zoom.us/j/84853565828
   Chair: Mr. Michael Davis
   QUORUM [5] 6/8 voting members present; 4 guests
   APPROVAL OF MINUTES
   1. It was MSC to approve the minutes of September 16, 2025.

   MOTIONS APPROVED
   2. MSC Motion to approve October 21, 2025, Program Review Committee Minutes.
   3. MSC Motion to add a Distance Education resource member to IPCC

   INFORMATION-DISCUSSION-ACTION
   4. Guidelines for Program Review Stipends - Dr. Brittany Grice and Richard Kamei provided clarification on the scope and requirements for developing validator stipend guidelines.
   5. Reflections on 2025 Program Review Cycle.

   Scheduled Meetings: Spring 2026

2) **Team A, Strategic Planning Committee – November 14, 2025**
   Meets once per semester, contact Chair for location, 1:00-3:00 pm
   Chair: Mr. Michael Davis
   QUORUM [20] 25/38 voting members present; 5 guests
   APPROVAL OF MINUTES
   1. It was MSC to approve the minutes of May 23, 2025.

   MOTIONS APPROVED
   2. MSC Motion passed to authorize email vote for final approval of ISP once objectives are completed.

   INFORMATION-DISCUSSION-ACTION
   3. Demographics trends shared by the Chair, M. Davis.
   4. Program Review trends and takeaways.
   5. SCUP Fall 2025 Trends Outside Higher Education-Discussed external trends impacting planning.
   6. Vision 2030 Data-Reviewed Chancellor's Office metrics and dashboards.
   7. Development of 2025–2030 Institutional Strategic Reviewed draft goals and objectives.
   8. Motion passed to authorize email vote for final approval of ISP once objectives are completed.

   Scheduled Meetings: Spring 2026

III. ACADEMIC AFFAIRS COMMITTEE*

Meets on the 3rd Wednesday, 2:00-4:00 pm, Zoom Conference
Chair: Dr. Michael Ritterbrown

- October 15, 2025 is the last meeting reported.
- Met on November 19, 2025, report is forthcoming.

Scheduled Meetings: Spring 2026

SUBCOMMITTEES OF THE ACADEMIC AFFAIRS COMMITTEE

1) **Academic Calendar Committee**
   Meets as needed, contact Chair for location
   Chair: Mr. Mike Allen
   - June 2, 2025 is the last meeting reported.

   Scheduled Meetings: Spring 2026

2) **Baja Program Committee**
   Meets twice per academic year, contact
   Chair for location Chair: Dr. Maria Kretzmann
   - June 9, 2025 is the last meeting reported.

   Scheduled Meetings: Spring 2026

3) **Library & Information Competency Committee**
   Meets on the 4th Thursday, 12:30-1:30 pm, Zoom Conference
   Chair: Ms. Becka Cooling
   - September 25, 2025 is the last meeting reported.
   - Met on October 23, 2025, report is forthcoming.

   Scheduled Meetings: Spring 2026

4) **Scholars Program Committee – October 16, 2025**
   Meets on the 3rd Thursday, 12:30-1:30 pm, LB 210
   Chair: Dr. Michael Harnett
   QUORUM [6] 7/11 voting members present; 5 guests
   APPROVAL OF MINUTES
   1. It was MSC to approve the minutes of September 18, 2025.

   INFORMATION-DISCUSSION-ACTION
   2. Updates on what the Scholars have done and what is coming up.

   Scheduled Meetings: Spring 2026

5) **Study Abroad Committee**
Meets on the 4th Thursday, 12:20-1:30 pm, Zoom Conference
Chair: Mr. Kevin Mack
- September 25, 2025 is the last meeting reported.

Scheduled Meetings: Spring 2026

IV. STUDENT AFFAIRS COMMITTEE*

Meets on the 3rd Wednesday, 1:00-2:00 pm, AD 217
Chair: Dr. Alen Andriassian
- October 15, 2025 is the last meeting reported.

Scheduled Meetings: Spring 2026

SUBCOMMITTEES OF THE STUDENT AFFAIRS COMMITTEE

1) **International Students Committee**
Meets once per academic year, contact Chair for location
Chair: Ms. Nairy Bouyadjian
- May 14, 2025 is the last meeting reported.

Scheduled Meetings: Spring 2026

2) **Placement and Assessment Committee**
Meets on the 2nd Thursday, 2:00-3:00 pm, Zoom Conference https://glendale-edu.zoom.us/j/85346772972
Chair: Dr. Drew Yamanishi
- May 9, 2025 is the last meeting reported.

Scheduled Meetings: Spring 2026

3) **Student Fees and Tuition Committee**
Meets on the 2nd Wednesday, 1:00-2:00pm, Zoom Conference
This committee may meet during intersession.
Chair: Ms. Amy Williams
- April 9, 2025 is the last meeting reported.

Scheduled Meetings: Spring 2026

V. ADMINISTRATIVE AFFAIRS COMMITTEE*

Meets on the 2nd Tuesday, 11:00 am–12:20 pm, Zoom Conference
Chair: Ms. Sharlene Coleal
- October 14, 2025 is the last meeting reported.

Scheduled Meetings: Spring 2026

GLENDALE COMMUNITY COLLEGE

SUBCOMMITTEES OF THE ADMINISTRATIVE AFFAIRS COMMITTEE

1) **Campus Development Committee – November 6, 2025**
Meets on the 1st Thursday, 12:30 p.m. – 1:30 p.m., Zoom Conference
Chair: Mr. Jerry Lewis
This meeting was chaired by Ms. Sharlene Coleal
QUORUM [9] 16/17 voting members present; 3 Resource members; 1 guest
MINUTES APPROVED
1. MSC approval of October 2, 2025 minutes.

MOTIONS APPROVED
2. MSC Approval to authorize Facilities to explore costs and locations for the four [information] kiosks and return with information in December.

INFORMATION-DISCUSSION-ACTION
3. Renovation Request Form reviewed.

Scheduled Meetings: November 6, 2025

Campus Development Committee – December 4, 2025
Meets on the 1st Thursday, 12:30 p.m. – 1:30 p.m., Zoom Conference
Chair: Mr. Jerry Lewis
This meeting was chaired by Ms. Sharlene Coleal
QUORUM [9] 16/17 voting members present; 4 Resource members; 3 guests
MINUTES APPROVED
1. MSC approval of November 6, 2025 minutes.

MOTIONS APPROVED
2. Approval of Montrose Property Project.

INFORMATION-DISCUSSION-ACTION
3. Renovation Request Form reviewed.

Scheduled Meetings: February 5, 2026

2) **Environment & Sustainability Committee – November 5, 2025**
Meets on the 1st Wednesday, 12:30 p.m. – 1:30 p.m., Zoom Conference
Chair: Mr. Jerry Lewis
QUORUM [6] 8/10 voting members present
MINUTES APPROVED
1. MSC approval of October 8, 2025 minutes.

MOTIONS APPROVED
2. MSC addition of Resource member, Rachel Ridgway, Physical Sciences Instructor; and supporter/organizer of Earth Day events.

INFORMATION-DISCUSSION-ACTION
3. Review details for the Earth Day event confirmed for April 23, 2026, Thursday.

4. Energy Master Plan and Utility Data Updates presented by Patrick Shahnazarian.

Environment & Sustainability Committee – December 3, 2025
Meets on the 1st Wednesday, 12:30 p.m. – 1:30 p.m., Zoom Conference
Chair: Mr. Jerry Lewis
QUORUM [6] 9/10 voting members present; 1 guest
MINUTES APPROVED

1. MSC approval of November 5, 2025 minutes.

MOTIONS APPROVED

2. MSC addition of Resource member, Rachel Ridgway, Physical Sciences Instructor; and supporter/organizer of Earth Day events.

INFORMATION-DISCUSSION-ACTION

3. Campus Energy Master Plan Update & Utility Template Review – Adam Raftery.

Scheduled Meetings: February 4, 2026

3) **Safety Committee**
Meets on the 3rd Wednesday, 11:00am-12:00pm, Zoom Conference
Chair: Ms. Laura Matsumoto

- May 28, 2025 is the last meeting reported.

Scheduled Meetings: Spring 2026

Prepared by Frankie Strong, Governance Office