Governance Update – June 2026

This monthly report includes motions, action items, and information items as shown in the minutes of governance committees. It is required by Administrative Regulation 2511: the Governance Document.
Reporting period: May 1, 2026 and June 1, 2026.

- The College Executive Committee reviewed these items on June 2, 2026.
- 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

COLLEGE EXECUTIVE COMMITTEE (Standing committee)
Meeting Time and Location: Tuesday prior to Board of Trustees meetings, 2:30 pm, AD 121
This committee may meet during intersessions.
Chair: Dr. Ryan Cornner
Scheduled Meetings: January 6; February 3; March 3; April 7, 2026

SUBCOMMITTEES

Budget Committee – March 24, 2026

Meeting Time and Location: 4th Tuesday, 12:20-1:30 pm, Zoom Conference
Co-Chair: Ms. Sharlene Coleal
Co-Chair: Ms. Irina Shumakova
QUORUM 9/11 voting members present; 35 Guests
APPROVAL OF MINUTES

1. MSC to approve the minutes of February 24, 2026.

MOTIONS APPROVED

2. MSC to approve the agenda for the March 18, 2026 meeting.

INFORMATION-DISCUSSION-ACTION

3. 2026-2027 Budget Advocacy – informational item.
4. Part-time faculty hours and health insurance discussion.
5. Budget Development-Procurement Process - • A new budget system (EPM) will launch July 1, giving users real-time visibility into budgets and expenditures (updated daily from the current system).

Budget Committee – April 28, 2026

Meeting Time and Location: 4th Tuesday, 12:20-1:30 pm, Zoom Conference
Co-Chair: Ms. Sharlene Coleal
Co-Chair: Ms. Irina Shumakova
QUORUM 8/11 voting members present; 1 non-voting Resource; 19 Guests
APPROVAL OF MINUTES

1. MSC to approve the minutes of March 24, 2026.

MOTIONS APPROVED

2. MSC to approve the agenda for the March 18, 2026 meeting.

INFORMATION-DISCUSSION-ACTION

3. 2026-2027 Preliminary Budget - Sharlene provided an overview of the projected apportionment revenues for the 2025-2026 Adopted Budget and the 2026-2027 Tentative Budget.

Scheduled Meetings: April 28, 2026

Enrollment Management Committee – April 8, 2026

Meeting Time and Location: 2nd Wednesday, 12:20-1:20 pm, contact Chair for location
Chair: Dr. Drew Yamanishi

QUORUM 16/29 voting members present; 3 non-voting Resource; 3 Guests

APPROVAL OF MINUTES

1. MSC to approve the minutes of March 11, 2026.

MOTIONS APPROVED

2. MSC to approve the agenda for the April 8, 2026 meeting.

INFORMATION-DISCUSSION-ACTION

3. Enrollment Management Framework Update - The committee discussed a revised framework organizing enrollment management into five phases.
4. Data Presentation and discussion presented by M. Davis.
5. Registration Timing Concerns - Members raised concerns about earlier registration timelines requiring students to enroll before final grades are known.
6. Enrollment Outlook
    a. Credit enrollment: approximately +4%
    b. Noncredit enrollment: approximately –10% to –15%
7. Action Items / Next Steps
8. Members are asked to reflect on and bring to the May meeting:
    a. Key activities in their areas that may function as leading indicators
    b. High-impact indicators that should be prioritized for tracking
    c. Institutional Research will further explore - Early LMS engagement as a predictive indicator

Scheduled Meetings: May 13, 2026

Equal Employment Opportunity (EEO)

Meeting Time and Location: 4th Thursday, 12:30-1:30 pm, contact Chair for location
Chair: Dr. Brittany Grice

- February 26, 2026 is the last meeting reported.

Scheduled Meetings: Spring 2026

Governance Review Committee (GRC) – March 3, 2026

Meeting Time and Location: 1st Tuesday, 1:40-2:40 pm, contact Chair for location
Chair: Ms. Hazel Ramos
QUORUM [5] 9/9 voting members present; 1 Guest
APPROVAL OF MINUTES

1. MSC to approve the minutes of December 2, 2025.

MOTIONS APPROVED

2. MSC to approve the agenda for the April 8, 2026 meeting.

INFORMATION-DISCUSSION-ACTION

3. F. Strong re-organized the “How to participate” information that is available in SharePoint.
4. M. Allen presented a proposal of Admin. Regulation 2511: Governance Document with a new layout plus consolidated content. The committee will continue to work on edits and revising the document throughout the year.
5. Guidelines about using AI for Recording Meeting Minutes and ADA Compliance:
    a. F. Strong emphasized that AI-generated minutes should focus on "Action Taken" and "Rationale" rather than appearing as a court transcript.
    b. Discussion was held regarding the sensitivity of naming individuals in public records produced by AI.
6. ADA Compliance:
    a. F. Strong provided an update on the April 2026 legal deadline for community college web accessibility.
    b. The college is launching a new ADA-compliant website; training for publishers and managers will be provided.
    c. Members were encouraged to use the Check Accessibility tool in Office 365 and prioritize web-based content over PDF attachments where possible.

Governance Review Committee (GRC) – April 7, 2026

Meeting Time and Location: 1st Tuesday, 1:40-2:40 pm, contact Chair for location
Chair: Ms. Hazel Ramos
QUORUM [5] 8/9 voting members present
APPROVAL OF MINUTES

1. MSC to approve the minutes of March 3, 2026.

MOTIONS APPROVED

2. MSC to approve the agenda for the April 8, 2026 meeting.

INFORMATION-DISCUSSION-ACTION

3. The committee began a formal review of the proposed revisions for Administrative Regulation 2511: Governance Document, comparing the existing 27-page document with a 6page draft proposed by M. Allen.

Scheduled Meetings: May 5; June 2, 2026

Information Technology Committee (ITC) formerly 4Cs
Meeting Time and Location: 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.
- Met on March 19, 2026; April 23, 2026; and May 21, 2026, reports are forthcoming.

Scheduled Meetings: Fall 2026

Professional Development Committee – March 19, 2026

Meeting Time and Location: 3rd Thursday, 12:30-1:30 pm, contact Chair for location
Co-Chair: Ms. Tiffany Ingle, Faculty PD Coordinator
Co-Chair: Ms. Arpi Amirian, Classified PD Coordinator
QUORUM [9] 14/17 voting members present; 5 Guests
APPROVAL OF MINUTES

1. MSC to approve the minutes of November 20, 2025.

MOTIONS APPROVED

2. MSC to approve the agenda for the March 19, 2026 meeting.

INFORMATION-DISCUSSION-ACTION

3. Committee proposed review of PD [professional development]-related website content, citing outdated information relative to requirements outlined in recent MOUs [negotiated memorandum of understanding].
4. Innovation Expo planning discussed.

Scheduled Meetings: May 21, 2026

Released Time Extra Pay Committee (RTEP)

Meeting Time and Location: 4th Friday, 10:00-11:00 am, contact Chair for location
Chair: Dr. Brittany Grice

- December 12, 2025 is the last meeting reported.
- Met February 27, 2026, report is forthcoming.

Scheduled Meetings: TBD

Student Equity & Achievement Committee (SEA)
Chair: TBD

- The committee mission/purpose is being reviewed.

Scheduled Meetings: TBD

INSTITUTIONAL PLANNING COORDINATION (IPCC) (Standing Committee)

Meeting Time and Location: on the 2nd Monday, 12:15pm-1:30 pm, Zoom Conference
Chair: Mr. Michael Davis
April 20, 2026
QUORUM 18/19 voting members present; 4 Guests
APPROVAL OF MINUTES

1. MSC to approve the IPCC minutes of March 17, 2026.

MOTIONS APPROVED

2. MSC to accept the unadopted Program Review Committee minutes of March 17, 2026.

INFORMATION-DISCUSSION-ACTION

3. Program Review Coach Role: The committee is clarifying the role previously known as “program review validator,” tentatively to be renamed “program review coach.” A task force is developing a job description and standards of service.
4. Template Revisions: All three program review templates (instructional, student services, administrative services) will be reviewed and updated.
5. Enrollment Update The committee received the enrollment report being presented to the Board of Trustees for the April meeting.
6. Revised Resource Request Process - The Vice President of Administrative Services presented an overview of the new integrated budget request process, which aligns the program review cycle with the Oracle EPM (Enterprise Performance Management) budget software.
7. 2025–2030 ISP Implementation — Initial Mapping [for] 2025–26 & 2026–27:
    a. Next steps: Members are asked to review the mapping document, add any missing initiatives via email to the chair, and come prepared to the May 11 IPCC meeting to recommend annual priorities
    b. The May 11 IPCC meeting will focus on developing a recommendation set for Team A [meeting on May 15.
8. Updates on Strategic Planning & Program Review Software Platforms - Any new platform must integrate with Oracle EPM/Fusion to support the resource request workflow.
9. Student Survey redesign update.

Scheduled Meetings: May 11, 2026

SUBCOMMITTEES OF THE IPCC

Program Review Committee – April 21, 2026

Meeting Time and Location: 3rd Tuesday, 1:30–2:30 pm,
Zoom Conference https://glendale-edu.zoom.us/j/84853565828
Chair: Mr. Michael Davis
QUORUM 7/10 voting members present

APPROVAL OF MINUTES

1. MSC to approve the IPCC minutes of March 17, 2026.

MOTIONS APPROVED

2. MSC to approve the agenda for April 21, 2026.

INFORMATION-DISCUSSION-ACTION

3. Task Force for Program Review Stipends — Update.
4. Program Review Software Platform — Update.
5. Student Services Program Review Template — Working Session The committee conducted a working session on the revised Student Services program review template.

Scheduled Meetings: May 19, 2026

Strategic Planning Committee

Meeting Time and Location: once per semester, contact Chair for location, 1:00-3:00 pm
Chair: Mr. Michael Davis

- December 15, 2025 is the last meeting reported.

Scheduled Meetings: May 15, 2026

ACADEMIC AFFAIRS COMMITTEE (Standing Committee)

Meeting Time and Location: 3rd Wednesday, 2:00-4:00 pm, Zoom Conference
Chair: Dr. Michael Ritterbrown

- March 18, 2026 is the last meeting reported. No meeting in April due to Spring Break.

Scheduled Meetings: May 20, 2026

SUBCOMMITTEES OF THE ACADEMIC AFFAIRS COMMITTEE (5)

Academic Calendar Committee

Meeting Time and Location: as needed, contact Chair for location
Chair: Mr. Mike Allen

- June 2, 2025 is the last meeting reported.

Scheduled Meetings: March 20; April 10, 2026

Baja Program Committee

Meeting Time and Location: twice per academic year, contact Chair for location
Chair: Dr. Maria Kretzmann

- June 9, 2025 is the last meeting reported.

Scheduled Meetings: Spring 2026

Library & Information Competency Committee

Meeting Time and Location: 4th Thursday, 12:30-1:30 pm, Zoom Conference
Chair: Ms. Becka Cooling

- October 23, 2025 is the last meeting reported.

Scheduled Meetings: Spring 2026

Scholars Program Committee

Meeting Time and Location: 3rd Thursday, 12:30-1:30 pm, LB 210
Chair: Dr. Michael Harnett

- November 20, 2025 is the last meeting reported.

Scheduled Meetings: March 19; April 23, 2026

Study Abroad Committee

Meeting Time and Location: 4th Thursday, 12:20-1:30 pm, Zoom Conference
Chair: Mr. Kevin Mack

- November 20, 20205 is the last meeting reported.

Scheduled Meetings: April 23, 2026

STUDENT AFFAIRS COMMITTEE (Standing committee)

Meeting Time and Location: 3rd Wednesday, 1:00-2:00 pm, AD 217
Chair: Dr. Alen Andriassian

- March 18, 2026 is the last meeting reported. No April meeting due to Spring break.

Scheduled Meetings: May 20, 2026

SUBCOMMITTEES OF THE STUDENT AFFAIRS COMMITTEE (3)

International Students Committee

Meeting Time and Location: once per academic year, contact Chair for location
Chair: Ms. Nairy Bouyadjian

- May 14, 2025 is the last meeting reported.

Scheduled Meetings: Spring 2026

Placement and Assessment Committee

Meeting Time and Location: 2nd Thursday, 2:00-3:00 pm
Zoom Conference https://glendale-edu.zoom.us/j/85346772972
Chair: Dr. Drew Yamanishi
Scheduled Meetings: March 12; April 9; May 14, 2026

Student Fees and Tuition Committee

Meeting Time and Location: 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: March 11; April 8; May 13, 2026

ADMINISTRATIVE AFFAIRS COMMITTEE (Standing Committee)

Meeting Time and Location: 2nd Tuesday, 11:00 am–12:20 pm, Zoom Conference
Chair: Ms. Sharlene Coleal
December 9, 2025
QUORUM 12/16 voting members present; 1 non-voting Resource: 2 Guests
APPROVAL OF MINUTES

1. MSC to approve the minutes of November 11, 2025.

MOTIONS APPROVED

2. MSC to approve the Consent Calendar as presented; [includes the following subcommittee minutes]:

a. Campus Development Committee – November 8, 2025
b. Environment and Sustainability Committee – November 5, 2025
c. Safety Committee – October 22, 2025 and November 19, 2025

3. MSC to approve Administrative Regulation 6620: Naming of Building, as presented.
4. MST – Swing space. Tabled until the next meeting.
5. MST – Administrative Regulation 6450: Wireless or Cellular Telephone Use. Tabled until the next meeting.

Scheduled Meetings: Met on March 10; April 7, and May 12, 2026 reports are forthcoming.

SUBCOMMITTEES OF THE ADMINISTRATIVE AFFAIRS COMMITTEE (3)

Campus Development Committee

Meeting Time and Location: 1st Thursday, 12:30 p.m. – 1:30 p.m.,
Zoom Conference Chair: Mr. Jerry Lewis

- March 5, 2026 is the last meeting reported.
- Met on April 2, and May 7, 2026, reports are forthcoming.

Scheduled Meetings: TBD

Environment & Sustainability Committee

Meeting Time and Location: 1st Wednesday, 12:30 p.m. – 1:30 p.m., Zoom Conference Chair: Mr. Jerry Lewis

- March 4, 2026 is the last meeting reported.
- Met on April 1, and May 6, 2026, reports are forthcoming.

Scheduled Meetings: Fall 2026

Safety Committee

Meeting Time and Location: 3rd Wednesday, 11:00am-12:00pm, Zoom Conference Chair: Ms. Laura Matsumoto

- May 28, 2025 is the last meeting reported.
- Met on October 22, and November 19, 2025, reports are forthcoming.

Scheduled Meetings: Spring 2026

Prepared by Frankie Strong, Governance Relations Specialist