Glendale Community College District
Board Focus Areas and Outcome Measures for 2018 – 19 Academic Year

End-of-Year Status Report
June 28, 2019

1. **Board members primary attention is on policies to assure the academic quality, integrity and effectiveness of the student learning programs and services and the financial stability of the college and to issues related to the four Strategic Goals in the GCCD Educational Master Plan: 1) students awareness, access, persistence and success, 2) economic and workforce development, 3) instructional programs and student services, and 4) fiscal stability, diversification, and enrollment management; and to facilities and institutional operations.**

   - Provide oversight and support to increase enrollment so as to serve the education and job training needs of the community and assure the fiscal stability of the college
     - ✓ Monthly information reports provided to the Board on enrollment
     - ✓ Board review and discussion of Touchpoint for Growth (August 2, 2018)

   - Maintain oversight of the college budget including an expectation of timely informative meetings, the setting of budget benchmarks, and five-year budget projections
     - ✓ Board discussion of college fiscal heath and sustainability (August 2, 2018)
     - ✓ Board discussion and public hearing on 2018-19 budget with five-year projections (August 21, 2018)
     - ✓ Discussion and adoption of 2018-19 budget (Sep 11, 2018)
     - ✓ Receipt and review of annual fiscal audit which included no negative findings (January 15, 2019)
     - ✓ Review and discussion of tentative 2019-20 budget (June 18, 2019)
     - ✓ Board review and action on Garfield Campus property acquisition for surface parking, College Police facility renovation, purchase of Citibank Building in Montrose to expand credit and noncredit offerings in northern Glendale, new Athletics Facility, renovations and improvements for Library and Sierra Nevada, and MOU with City for joint-use fire training facility
     - ✓ Identification and discussion of Measure GC Facilities Projects Priorities (February 22, 2019)

   - Review the GCC vision for online education and consider what appropriate policies and support are necessary to assure its effective use in fulfilling the college mission
     - ✓ DE presented an update to the Board of Trustees (December 18, 2018)

   - Receive status reports and provide leadership support on GCC efforts to implement the Guided Pathways model
     - ✓ Monthly reports on the status of implementation received starting in September 2017

- Support GCC efforts to expand the use of open education resources (OER) and to explore establishment of zero-textbook-cost degree programs, and other approaches to the reduction of textbook costs for students
    - ✓ OER presented an update to the Board of Trustees (April 16, 2019)

- Devote a portion of each public meeting to at least one of the areas of oversight
    - ✓ Mathematics Division Efforts to Improve Success Rates (April 17, 2018)
    - ✓ The Hiring Process at GCC (May 15, 2018)
    - ✓ GCCPromise Update (October 16, 2018)
    - ✓ Student Engagement and Active Learning Approaches at GCC (June 19, 2018)
    - ✓ GCC Nursing Program and Factors for its Success as a Gold Star Program (June 19, 2018)
    - ✓ Addressing Safety and Security at GCC Locations (January 15, 2019)
    - ✓ Communication and Community Relations update (February 22, 2019)
    - ✓ Preliminary Planning for a New Science Facility (HMC Presentations May 15, 2018 and May 21, 2019)

- Receive and review status reports on achievements of the EMP strategic initiatives
    - ✓ Mission, vision, and values discussion and action (February 22, 2019)
    - ✓ College Views survey results considered (February 22, 2019)
    - ✓ Discussed Integrated Basic Skills, Student Equity, and Student Success Plan (August 2, 2018)
    - ✓ Approved 67 new courses; one new certificate; 133 revised courses; five new associate degrees; four new associate transfer degrees; four new skill award programs; ten revised degrees; and seven revised certificate programs.

- Monitor progress on achieving diversity among faculty, classified staff, managers, administrators, and students and closing of the student success achievement gaps
    - ✓ Approved Equal Employment Opportunity Plan (June 18, 2019)

- Annually receive the Student Success Score Card results and Campus Profile data and identify areas for college attention
    - ✓ College Profile Data presented and discussed (August 2, 2018)
    - ✓ Short-term Outcome Measures for student success analyzed (August 2, 2018)
    - ✓ Student Success Score Card results presented and discussed (February 22, 2019)
    - ✓ Areas identified for attention included: textbook costs, community services, lack of basic skills improvements in the math area, limited progress closing the equity achievement gaps, potential for the "greening" of the rooftops of the Verdugo Campus buildings, continuing efforts to improve safety and security

- Assess progress on fiscal savings due to energy conservation projects and energy management policies related to older college buildings
    - ✓ Received status report (June 18, 2019)

2. **Board members engage in professional development activities to enhance the performance of their roles and responsibilities**

- Attend at least two professional development events directed toward governing board roles
    - ✓ ACCT Leadership Congress (3 trustees attended)
    - ✓ League Annual Convention (2 trustees attended)
    - ✓ CCCT and League Board meetings (1 trustee attended 9 meetings)
    - ✓ LACOE/LACSTA (2 trustees attended 2 meetings)
    - ✓ CCCT Annual Conference (1 trustee attended)
    - ✓ ACCT Annual Leadership Congress (2 trustees attended)
    - ✓ Board of Governors (1 trustee attended 2 meetings)
    - ✓ ACCT National Legislative Summit (3 trustees attended)
    - ✓ League Annual Legislative conference (2 trustees attended)
    - ✓ FCMAT Board meetings (1 trustee attended 3 meetings)

- At least one trustee will participate in the League Effective Trustee Workshop program
    - ✓ Two trustees have completed the program

- Report to fellow board members on professional development events attended
    - ✓ Reporting done at regular board meetings

- Participate in two board special meeting retreats held during the year
    - ✓ All members participated in the meetings held August 2, 2018 and February 22, 2019

- Conduct a board self-evaluation and make improvements as necessary
    - ✓ Self-evaluation survey and College Views survey on the board were completed and results discussed (June 28, 2019)

3. **Board members are visible in the communities served by GCC helping educate community members on the mission and needs of the college and learning how the college can better meet its mission.**

- Meet with local elected officials from the city, county, and school district during the year
    - ✓ Civic Leaders Roundtable bi-monthly meetings
    - ✓ Held joint meeting with Glendale Unified School District school board (January 22, 2019)

- Show interest in the life of the college by attendance at student, faculty, and staff activities at the college
    - ✓ New Faculty Reception (3)
    - ✓ Faculty Institute Day Luncheon (2)
    - ✓ Classified Institute Day (1)
    - ✓ Uniquely Abled Academy Graduation (2)
    - ✓ Academic Senate Holiday Event (3)
    - ✓ Classified Holiday Party (3)

- ✓ Classified Barbeque (3)
- ✓ MLK Jr. Interfaith Breakfast (1)
- ✓ Retirement and Service Recognition Luncheon (2)
- ✓ ASGCC Honors and Scholarships Awards Banquet (5)
- ✓ Nurses Pinning Ceremony (2)
- ✓ Commencement Ceremony (5)
- ✓ Verdugo Fire Academy Graduation (2)
- ✓ Athletic Hall of Fame event (3)
- ✓ Armenian Cultural Day (1)
- ✓ Career Fair Day at Garfield (1)
- ✓ Football game (1)
- ✓ President's Circle event (2)
- ✓ ASGCC Welcome Fair (1)
- ✓ Garfield Campus Information Tour (1)

- Attend at least six community events and speak to at least two groups
  - ✓ Clark Magnet High School Graduation (1)
  - ✓ Crescenta Valley High School Graduation (1)
  - ✓ Daily High School Graduation (1)
  - ✓ Hoover High School Graduation (1)
  - ✓ Glendale High School Graduation (1)
  - ✓ GUSD State of the Schools Breakfast (4)
  - ✓ State of the City Chamber of Commerce Luncheon (3)
  - ✓ Glendale City Community Prayer Breakfast (2)
  - ✓ Glendale Education Foundation events (1)
  - ✓ Glendale Fire Department Awards Luncheon (1)
  - ✓ Glendale Latino Association Awards Luncheon (3)
  - ✓ Glendale Police Officers Association Luncheon (3)
  - ✓ Glendale Rotary (1)
  - ✓ Glendale Youth Alliance Luncheon (2)
  - ✓ Armenian American Museum Inaugural Gala (3)
  - ✓ Armenian Cultural Foundation Gala (2)
  - ✓ Armenian Genocide Commemorative event (4)
  - ✓ Armenian Education Foundation event (1)
  - ✓ Armenian National Committee (Glendale) Dinner (4)
  - ✓ Business Life - Women Achievers Awards Luncheon (2)
  - ✓ Liberty Bell Award Dinner (1)
  - ✓ Montrose Parade (2)
  - ✓ Oakmont League fundraiser (1)
  - ✓ Quarterback Club Luncheon (1)
  - ✓ RCPOA Board meetings and events (1)
  - ✓ Soroptimists International of Glendale – Human Trafficking information event (2)
  - ✓ YMCA Excellence Awards Gala Dinner (4)
  - ✓ Champions for Higher Education reception - Campaign for College Opportunity (1)

4. **Board members are knowledgeable about state and federal legislation affecting Glendale Community College and involved in influencing outcomes favorable to the college and the students it serves.**

- Meet with GCC's state senator and state assembly member and Congressman during the year
  - ✓ Congressman Schiff meeting in conjunction with ACCT Legislative Conference
  - ✓ Senator Portantino meetings at his Sacramento and Glendale office and Professional Development Center visit
  - ✓ Assembly member Friedman hosted a reception at the Professional Development Center
  - ✓ League Legislative Conference – meetings with Senator Portantino and Assembly member Friedman

- As necessary, take positions on legislation and communicate those positions to appropriate state and federal officials
  - ✓ Continue working with Senator Portantino regarding community college holiday for April 24 Armenian Genocide Remembrance Day.

5. **Board members support actively the fundraising efforts of the college through its foundation.**

- Contribute to at least one of the college's fundraising events and activities
  - ✓ Trustees contributed during the year to the President's Circle, Golf Tournament, and various scholarships (5)
- Introduce the Superintendent/President and/or Foundation leaders to potential significant donors to the college

- Maintain awareness of the work of the Foundation and its support of the mission of the college and its priorities
  - ✓ Status report on the work of the Foundation presented
  - ✓ Financial audit and quarterly financial statements of the Foundation presented

6. **Board members communicate directly with the Superintendent/President in addressing issues of college policy and operation and direct community members and college constituency concerns to his office for resolution.**

- Meet individually with the Superintendent/President at least once/month
  - ✓ All trustees participated in the monthly meetings in person or by telephone

- Work with the Superintendent/President in the establishment of his annual focus areas
  - ✓ August 2018 and June 2019 Special Board Meetings

7. **Other Accomplishments**
  - ✓ Adopted new, amended, or deleted 18 Board Policies following college governance discussion and board review
  - ✓ Reviewed Chapter 5 of Board Policies (February 22, 2019) and Chapter 6 (June 28, 2019)