

**GLENDALE COMMUNITY COLLEGE  
GOVERNANCE UPDATE  
MAY 2020**

The Governance Update report consists of actions taken by various governance committees. It is required by Administrative Regulation 2511 the Governance Document.

The report includes motions and information items, as recorded in the minutes of committees that reported to the Governance office between **March 31, 2020 and May 1, 2020**. The College Executive Committee reviewed these items during their **May 12, 2020** meeting.

- Items reported here may have changed or been resolved during a more recent meeting than the date noted.
- Any questions regarding any items listed please contact the chair of the appropriate committee.
- Committee chairs may be emailed directly from the Blue List of members. For the list of governance committees and to view committee minutes in their entirety visit:  
<https://sp.glendale.edu/committees/governance/Pages/minutes.aspx>

Note that Governance Committees continue to meet by virtual means. Requirements, such as meeting quorum, minutes reporting, and including all stakeholders, are practiced in this new medium.

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Standing Committee indicated with an asterisk\*

**I. COLLEGE EXECUTIVE COMMITTEE \* – April 14, 2020**

Meets Tuesday prior to Board of Trustees meetings, 2:30 pm, AD 121

**QUORUM: [5]** 7/7 voting members present, 3 resource members present.

**APPROVAL OF MINUTES**

1. MSC - (Mr. Bowerman/Mr. Nazari) to approve the College Executive Committee minutes of March 10, 2020, with the following inclusion to Agenda Item 8c: "Cash as well as credit card payments will be accepted at the Tuition window."

**MOTIONS APPROVED**

2. MSC – (Dr. Schlossman/Dr. Ritterbrown) to approve the position of Enrollment Services Technician, Student Services, as presented. MSC – (Dr. Schlossman/Mr. Bowerman) to approve the vacant positions of Enrollment Services Technician; Student Services Assistant II, IT Support Specialists (2); Assistant IT Support; and Dean of Student Services, as presented.
3. MSC – (Dr. Ritterbrown/Ms. Rooney) to approve the temporary waiver of the Administrative Regulation [AR] 4230 requirement that a "student will have until the end of the following regular semester to complete work as noted in the contract."

**REPORTS**

4. Review and receipt of subcommittee minutes:
  - a. Budget Committee – Minutes of March 12, 2020
  - b. College Computer Coordination Committee – No minutes reported.
  - c. Enrollment Management – Minutes of March 11, 2020 and November 13, 2019
  - d. Equal Employment Opportunity – No minutes reported.
  - e. Governance Review Committee – Minutes of April 7, 2020 and March 3, 2020
  - f. Released Time Extra Pay – No minutes reported.
  - g. Staff Development – No minutes reported.
  - h. Student Equity and Achievement Committee - Minutes of February 28, 2020
  - i. Web Oversight – No minutes reported
5. The College Executive Committee reviewed the Board of Trustees agenda for the April 21, 2020 meeting.

6. The Committee reviewed and accepted the actions of the standing committees. a) Institutional Planning Coordination b) Academic Affairs c) Student Affairs d) Administrative Affairs
7. Governance Committees Summary Report was presented and reviewed.

**NEXT MEETING:** May 12, 2020 report of action items will be in next Governance Update.

### **SUBCOMMITTEES OF THE COLLEGE EXECUTIVE COMMITTEE:**

#### **Budget Committee – April 9, 2020**

2<sup>nd</sup> Thursday and 4<sup>th</sup> Tuesday, 12:20-1:30 pm, AD 252

**QUORUM:** [6] 10/10 voting members present; 6 guests

#### **APPROVAL OF MINUTES**

1. MSC approval of the March 12, 2020 minutes as presented.

#### **REPORTS**

2. The committee reviewed vacant positions, emergency replacements and new positions.
3. Review and Update of the 2016 Criteria for Prioritizing Budget Requests – Prioritization Process and Methodology Task Force.
4. Updated Cash Flow Analysis
5. Chancellor's Office updates
6. Updates will be sent to keep you informed even if we are not meeting.

**NEXT MEETING:** Scheduled April 28, 2020, not certain that the committee met.

#### **College Computer Coordinating Committee (4C's) – February 20, 2020**

3<sup>rd</sup> Thursday, 12:30-1:30 pm, LB 113, I.T. Conference Room

**QUORUM:** 10/16 voting members present; 1 Resource member; 5 guests

#### **APPROVAL OF MINUTES**

1. MSC approval of the November 21, 2019 minutes as presented.

#### **MOTIONS APPROVED**

2. MSC that IT be included in the task force along with Academic Affairs' Task Force to discuss this matter since IT was very recently informed of the High School tournament when IT should have been at the table at the time the tournament was in the beginning stages of planning.

#### **REPORTS**

3. PeopleSoft 9.2 upgrade
4. Update for Technology Master Plan - Calvin is considering changing the name to the Technology Strategic Plan. The goal is to have a draft of the plan for by the March meeting.
5. Academic eSports which is essentially a world of competitive, organized video gaming, consisting of different games with different leagues. Revenue for this estimated at \$1.9 billion, with the majority of members in North America, China and South Korea.
6. March 19, 2020 meeting cancelled.

**NEXT MEETING:** Scheduled April 20, 2020, not certain that the committee met.

#### **College Computer Coordinating Committee (4C's) – April 23, 2020**

3<sup>rd</sup> Thursday, 12:30-1:30 pm, LB 113, I.T. Conference Room

**QUORUM:** 11/15 voting members present; 1 Resource member; 1 guest

#### **APPROVAL OF MINUTES**

1. MSC approval of the February 20, 2020 minutes.

**NEXT MEETING:** May 21, 2020

#### **Enrollment Management Committee – Last meeting reported March 11, 2020**

2<sup>nd</sup> Wednesday, 12:20-1:20 pm, AD 252

**NEXT MEETING:** Scheduled April 8, 2002, not certain that the committee met.

#### **Equal Employment Opportunity Committee (EEO) – Last meeting reported November 14, 2019**

4<sup>th</sup> Thursday, 12:30-1:30 pm, contact Chair for location

**NEXT MEETING:** Scheduled for February 13, 2020, not certain that the committee met.

**Governance Review Committee** – Last meeting reported April 7, 2020  
1<sup>st</sup> Tuesday, 1:40-2:40 pm, AD 249  
Did not meet in May  
**NEXT MEETING:** June 2, 2020

**Released Time Extra Pay Committee (RTEP)** – Last meeting reported September 20, 2019  
4<sup>th</sup> Friday, 10:00-11:00 am, contact Chair for location  
Met on December 6, 2019 report is forthcoming.  
**NEXT MEETING:** Scheduled for February 28, 2020, not certain that the committee met.

**Staff Development Committee – February 20, 2020**  
3<sup>rd</sup> Thursday, 12:30-1:30 pm, SV 105  
**QUORUM** [8] 14/15 voting members  
**APPROVAL OF MINUTES**  
1. MSC to approve the October 17, 2019  
**NEXT MEETING:** TBD

**Student Equity & Achievement Committee (SEA) – February 28, 2020**  
4<sup>th</sup> Friday, 1:00pm-2:00 pm, contact Chair for location  
**NEXT MEETING:** Scheduled for March 27, 2020, not certain that the committee met.

**Web Oversight Committee** – Last meeting reported September 26, 2018  
Meets as needed  
**NEXT MEETING:** TBD, *No report as of July 30, 2019*

II. **INSTITUTIONAL PLANNING COORDINATION COMMITTEE \* (IPCC)** – Last meeting reported  
March 9, 2020  
2<sup>nd</sup> Monday, 12:15pm-1:30 pm, AD 121  
**NEXT MEETING:** Scheduled May 11, 2020

**SUBCOMMITTEES OF THE INSTITUTIONAL PLANNING COORDINATION COMMITTEE:**

**Master Planning Team A Committee** – Last meeting reported November 15, 2019  
Meets once per semester  
**NEXT MEETING:** TBD

**Program Review Committee** – Last meeting reported November 19, 2019  
3<sup>rd</sup> Tuesday, 1:30–2:30 pm, AD 121  
Met on February 18, 2020, report is forthcoming.  
**NEXT MEETING:** TBD

III. **ACADEMIC AFFAIRS COMMITTEE \*- April 29, 2020**  
3<sup>rd</sup> Wednesday, 2:00-4:00 pm, AD 252  
**QUORUM** 31/38; 4 Resources; 1 Guest  
**APPROVAL OF MINUTES**  
1. MSC to approve minutes of February 19, 2020 meeting.  
**MOTIONS APPROVED**  
2. MSC to approve the agenda for April 29, 2020 meeting.  
3. MSC to approve the Revised Administrative Regulation (AR) 4230 – Grading and Academic Record Symbols.  
4. MSC to approve Adoption of the 2019 – 2020 Noncredit Disciplines List  
5. MSC to approve Adoption of 2020 Stretch Goals  
6. MSC to approve Instructor Flexibility

7. MSC to approve the Midterm Report ACCJC
8. MSC to approve Revision of Pass/No Pass Process
9. MSC to approve the following items under the Consent Calendar:  
Curriculum & Instruction Committee Minutes of:

- February 26, 2020
- March 11, 2020
- April 8, 2020
- April 22, 2020

New Course:

- CHLDV 159
- ECON 127
- MATH 136A and 136B
- PSYCH 170
- STV 66 (Noncredit)

Revised Course

- AD ST 114
- ANTHR 101
- ART 102H, 103, 104, 105, 106, 107, 108, 111, 112, 113, 115, 116, 118, 119, 120, 121, and 125
- BUSAD 120, 131 and 158
- CHLDV 101, 133, 140, 142, and 156
- CS/IS 125
- ECON 101, 102, and 102H
- ECT 162 and 163
- ENGR 101, 125, 152, and 156
- ENTRE 101 and 102
- FIRE 106, 108, and 114
- GEOG 111 and 155
- HIST 111, 111H, 117, and 135
- KIN 156
- MATH 105, 105H, 108, 108H, 110A, and 135
- MOA 180, 182, 183, 185 and 181
- PHOTO 142
- PHY 101, 101H, 102, and 103
- SPAN 124H
- ST DV 125
- STV 35, 55, and 71

New Program:

- Engineering—Engineering Entrepreneurship Skill Award
- Kinesiology—Fitness Specialist AS Degree
- Kinesiology—Sports Coaching AS Degree
- Kinesiology—Sports Coaching Certificate
- Non-Credit Business and Life Skills—Medical Assistant Certificate
- Social Sciences—Transitional Kindergarten Certificate
- Home Caregiver Certificate (Noncredit)

Revised Program:

- ANTHR – AA-T
- ARCH—Architectural Drafting and Design—AS Degree and Certificate
- BUSAD—Computer Science Certificate
- ENGR—Civil Engineering AS Degree and Certificate
- ENGR—Computer Engineering AS Degree
- ENGR—Electrical Engineering AS Degree and Certificate

- ENGR—Mechanical Engineering AS Degree and Certificate
  - FRENCH – AA Degree and Certificate
  - ITAL – AA Degree and Certificate
  - MOA—Administrative Medical Assistant AS Degree and Certificate
  - MOA – Health Occupational Skill Award
  - MOA—Medical Coding Assistant AS Degree and Certificate
  - MOA – Medical Office skill Award
  - MOA – Medical Records Skill Award
  - SOC S—Sociology AA-T
  - STV – Account Clerk I & II
  - STV – Dental Front Office Clerk
  - STV – General Office Clerk I, II, & III
10. MSC to approve the 2020 – 2021 amended Academic Calendar.
  11. MSC to approve 2021 – 2022 Academic Calendar.
  12. MSC to approve Academic Calendar minutes of February 27, 2020 and March 12, 2020 meetings.
  13. MSC to approve Baja California Field Studies minutes of October 29, 2019 meeting.

**NEXT MEETING:** May 20, 2020

***SUBCOMMITTEES OF THE ACADEMIC AFFAIRS COMMITTEE:***

**Academic Calendar Committee– February 27, 2020**

Meets as needed

**QUORUM** 4/5 voting members

**APPROVAL OF MINUTES**

1. It was MSC that the minutes of December 5, 2019 be approved.

**NEXT MEETING:** March 12, 2020

**Academic Calendar Committee– March 12, 2020**

Meets as needed

**QUORUM** 5/5 voting members

**APPROVAL OF MINUTES**

1. It was MSC that the minutes of February 27, 2020 be approved.

**MOTIONS APPROVED**

2. It was MSC that the amended Spring semester for the 2020-2021 Academic Calendar be approved, sending it forward to Academic Affairs.
3. It was MSC that the 2021-2022 Academic Calendar be approved, sending it forward to Academic Affairs.

**NEXT MEETING:** TBD

**Baja Program Committee– October 29, 2019**

Meets twice per academic year

**QUORUM** 10/12 voting members

**APPROVAL OF MINUTES**

1. MSC to approve the May 13, 2019 minutes with the following correction: under item IV, move lines “1. Cuesta College . . .” and “2. University of Northern British Columbia . . .” to follow line “2. Biol 131 . . .”.

**REPORTS**

2. Station report: parts for 70HP and 90Hp engines have been ordered for repairs; utility trailer to be repaired and painted; car insurance and boat permits are being processed.
3. GCC classes scheduled for Winter 2020: Biol 122 (Introduction to Biology; M. Kretzmann & G. Van Cleave); Biol 048 (Biology International Field Studies; G. Meyer); program fee \$499.

4. GCC classes scheduled for Summer 2020: Biol 125/126 (Marine Biology; G. Van Cleave); Biol 131 (Regional Natural History; G. Meyer); Ocean 116 (Oceanography Laboratory; R. Ridgeway); all program fees \$799.
5. The following outside groups will be using the field station: Cuesta College (June 13-26); University of Northern British Columbia (June 29 to July 13; sharing the station with Biol 125/126); The Grauer School (September 6-10).
6. The following new outside groups are planning to use the field station: Westminster College (May 14-29, 2020); Santa Monica College (Spring Break 2020 TBA); Fresno City College (June 8-12, 2021); CSU Bakersfield (TBA).

**NEXT MEETING:** Spring 2020 (contact chair for date and time)

**Graduation Requirements Committee** – Last meeting reported November 19, 2019

Meets as needed

**NEXT MEETING:** TBD

**Library and Information Competency Committee** – Last meeting reported October 24, 2019

4<sup>th</sup> Thursday, 12:30-1:30 pm, LB 417

**NEXT MEETING:** Scheduled for February 27, 2020, not certain that the committee met.

**Scholars Program Committee** – Last meeting reported November 26, 2019

4<sup>th</sup> Tuesday, 12:30-1:30 pm, LB 210

**NEXT MEETING:** Scheduled for March 24, 2020, not certain that the committee met.

**Study Abroad Committee** – Last meeting reported October 24, 2019

4<sup>th</sup> Thursday, 12:20-1:30 pm, SR 328

**NEXT MEETING:** Scheduled for February 27, 2020, not certain that the committee met.

**IV. STUDENT AFFAIRS COMMITTEE \*** – Last meeting reported February 19, 2019

3<sup>rd</sup> Wednesday, 1:00-2:00 pm, AD 252

**NEXT MEETING:** May 20, 2020

**SUBCOMMITTEES OF THE STUDENT AFFAIRS COMMITTEE:**

**Placement and Assessment Committee** – Last meeting reported November 19, 2019

Meets twice per semester. 2nd Thursday, 2:00-3:00 pm, AD 121

**NEXT MEETING:** TBD

**International Students Committee** – Last meeting reported April 25, 2019

Meets once per academic year.

**NEXT MEETING:** TBD

**Multicultural and Community Engagement Committee** – Last meeting reported May 23, 2019

2<sup>nd</sup> Thursday, 12:30–1:30 pm, SM 267

**NEXT MEETING:** TBD

**Student Fees and Tuition Committee** – Last meeting reported February 13, 2019

2nd Wednesday 2:00-3:30 pm, AD 121

Met on March 11, 2020, report is forthcoming. April and May meetings were cancelled.

**NEXT MEETING:** TBD

**Technology Mediated Services Committee (TMS)** – Last meeting reported April 2, 2019

Meets as needed, contact Chair

Met on March 10, 2020, report is forthcoming.

**NEXT MEETING:** Scheduled April 7, 2020, not certain that the committee met.

**V. ADMINISTRATIVE AFFAIRS COMMITTEE\* – March 10, 2020**

2<sup>nd</sup> Tuesday, 11:00 am–12:20 pm, AD 121

**QUORUM (9):** 15 of 17 voting members present

**APPROVAL OF MINUTES**

1. MSC November 21, 2019 minutes.

**MOTIONS APPROVED**

2. MSC to approve the Consent Calendar of subcommittee minutes of:
  - a. Campus Development, November 7, 2019 and December 5, 2019
  - b. Environmental Affairs November 6, 2019 and March 4, 2020
  - c. Safety October 16, 2019 and November 20, 2019
3. MSC to review and vote on Accreditation Midterm Report at the next meeting.

**MOTIONS TABLED**

4. MST all Board Policies and Administrative Regulations

**REPORTS**

5. Electric Vehicle Charging Station Fees – discussed and will bring back at a later date.
6. ACCJC Midterm Report Draft – discussed
7. Updated process for ranking non-personnel resource requests discussed.

***SUBCOMMITTEES OF THE ADMINISTRATIVE AFFAIRS COMMITTEE:***

**Campus Development Committee – November 7, 2019**

1<sup>st</sup> Thursday, 12:30–1:30 pm, HS 214

**QUORUM** 13/13 voting members present

**APPROVAL OF MINUTES**

1. The meeting minutes for Oct. 3, 2019 was approved.

**MOTION APPROVED**

2. As quorum was established, a motion to amend the Oct. 3, 2019 minutes to include that after the Human Resources trailers are removed, a cover waiting area for access services will be placed somewhere within that vacated area. The motion to approve the minutes as amended was approved.
3. As quorum was established, a motion was made to expand the SM Campus Police Parking Pathway. The motion was approved without opposition.
4. As quorum was established, a motion to approve the AD West side walkway lighting improvement was obtained. The motion was approved without opposition.

**REPORTS**

5. Campus Police is in the process of getting cameras campus wide and promise to bring it back information to this committee and as much clarity on what the system is going to look like, timeframe, and where will they be location will ultimate to go.
6. The installation of refillable water stations, is an ongoing process which will advance in accordance to ADA compliancy and location.

**Campus Development Committee – December 5, 2019**

1<sup>st</sup> Thursday, 12:30 p.m. – 1:30 p.m. in HS214

**QUORUM** established 8/13 voting members present

**APPROVAL OF MINUTES**

1. The meeting minutes for Nov. 7, 2019 was approved.

**MOTION APPROVED**

2. As quorum was established, a motion to amend the Nov. 7, 2019 minutes to change the first sentence (NEW BUSINESS: 1) Status update of ADA compliant restrooms in AU Lobby) and insert after that the AU Building has ADA accessible restrooms but not ADA compliant restrooms. The motion was approved.
3. As quorum was established, a motion for Glendale Community College to work closely and in coordination with the City of Glendale for the Play and Display Daily Permit Program, was approved.

4. As quorum was established, a motion was made to ask Chief Montecuello and anyone of his designees to come back to the committee with recommendations of how to address the Lot-A (Human Resources Trailers) vacancy once Lot F goes on board, was approved.
5. As quorum was established, a motion to remove subject rectangular arch (by Mountain entrance) to Chief Montecuello's consent was approved.

#### **REPORTS**

6. San Gabriel Secondary Effects Project – Mr. Joel Peterson will try to get an update out to the committee as to when to expect DSA approval.
7. Presently, there is no map that shows where the water filling stations are. However, a map is in the process of being produced and will be available in the near future.

**NEXT MEETING:** March 5, 2020

#### **Environmental Affairs Committee – November 6, 2019**

1<sup>st</sup> Wednesday, 12:20 pm – 1:30 pm, HS 214

**QUORUM (6)** 8 of 10 voting members present

#### **APPROVAL OF MINUTES**

1. MSC May 1, 2019 minutes.

#### **REPORTS**

2. Energy Conservation Updates
3. Zero Waste: A waste reduction program was discussed.
4. More refillable water stations with ice makers will be installed. Signage has been approved by the Administrative Affairs Committee.
5. GCC is using fuel cell technology for the generating station.

#### **Environmental Affairs Committee – March 4, 2020**

1<sup>st</sup> Wednesday, 12:20 p.m. – 1:30 p.m. in HS214

**QUORUM (6):** 3 of 10 voting members present

**APPROVAL OF MINUTES:** No quorum

#### **REPORTS:**

1. Discussion on Earth Day April 21, 2020.
2. Discussion on proposal to disband the Environmental Affairs Committee.

**NEXT MEETING:** April 1, 2020

#### **Safety Committee – October 16, 2019**

3<sup>rd</sup> Wednesday, 11:00 am-12:00 pm, HS 214

**QUORUM** 9/12 voting members; 3 resource members

#### **APPROVAL OF MINUTES**

1. MSC approval of September 18, 2019 minutes.

#### **REPORTS**

2. Heidi Jenkins reported that there were no incidents for the Workers' Compensation Report this period.
3. Corporal Neil Carthew reviewed the crime reports with the committee.
4. Laura Matsumoto reported that there were no incidents for the Student Accident Report this period.
5. Toni Reyes reported that she has resubmitted information for a student accident at Sartoris Field that was not on the student accident report back in spring 2019. She will follow-up further and report back to the committee.
6. Dr. Culpepper reported on various campus construction updates related to potential safety issues. Discussion ensued regarding a natural gas leak at the Verdugo Gym construction. The incident demonstrated an issue with the VG exits that has since been remediated.
7. Toni Reyes reported that Drew Sugars has held a meeting to address a "way finding" plan that will include appropriate signage for Sierra Vista Building in order to increase ease of navigation during emergency responses.
8. Richard McColl reported on a student accident in the ceramics lab. The adjunct instructor involved did not know proper reporting procedures. A work order was filed to remediate the safety



issue and the instructor has been trained on reporting procedures. This discussion revived discussion of the committee's draft of a "Report of Injury" form. ACTION ITEM: Laura Matsumoto will bring the draft of the "Report of Injury" form to the committee for review and further action.

### **Safety Committee - November 20, 2019**

3<sup>rd</sup> Wednesday, 11:00am-12:00pm, HS 214

**QUORUM** 10/12 voting members; 4 resource members

#### **APPROVAL OF MINUTES**

1. MSC approval of October 16, 2019 minutes.

#### **MOTIONS APPROVED**

2. MSC committee recommends that interior signage room number identifiers be installed to increase information available to room occupants during an emergency – e.g. to tell the police to which room to respond.
3. MSC committee recommends that College Police file a work order which requests standardized external building identifiers be placed on recommended locations (e.g. rooftops) in order to improve effectiveness of EMS mutual aid response during emergencies.

#### **REPORTS**

4. No Workers' Compensation Report reviewed this period.
5. Sergeant Abou-Rass reviewed the crime reports with the committee.
6. Committee reviewed the Student Accident Report this period.
7. Patrick Shahnazarian and Dr. Joel Peterson reviewed campus construction updates related to potential safety issues. Discussion ensued regarding adjustments to Lot A after HR portable trailer is removed.
8. Sergeant Abou-Rass expressed kudos to Patrick Shahnazarian and Facilities for attention to issues and concerns, especially during transition period to new manager of Facilities.
9. Dr. Peterson recommended use of interior room numbering identifiers to potentially increase accuracy of locating emergencies. MSC committee recommends that interior signage room number identifiers be installed to increase information available to room occupants during an emergency – e.g. to tell the police to which room to respond.
10. Toni Reyes reported that Drew Sugars has held a meeting to address a "way finding" plan that will include appropriate signage for Sierra Vista Building in order to increase ease of navigation during emergency responses.
11. Richard McColl reported on a student accident in the ceramics lab. The adjunct instructor involved did not know proper reporting procedures. A work order was filed to remediate the safety issue and the instructor has been trained on reporting procedures. This discussion revived discussion of the committee's draft of a "Report of Injury" form. ACTION ITEM: Laura Matsumoto will bring the draft of the "Report of Injury" form to the committee for review and further action.

**NEXT MEETING:** March 2020

### **ADMINISTRATIVE AFFAIRS – April 23, 2020**

**QUORUM (9):** 15/17 voting members present

#### **APPROVAL OF MINUTES**

1. MSC March 10, 2020 minutes.

#### **MOTIONS APPROVED**

2. MSC to approve the Consent Calendar:
  - a. Campus Development (Standard III.B.1-4):
    - March 5, 2020 (No Jan. or Feb. meetings)
    - April 2, 2020
  - b. Environmental Affairs (Standard IV.A.1-3):
    - April 1, 2020
  - c. Safety Committee (Standard III.B.1-3):
    - February 28, 2020 cancelled
    - March 18, 2020 postponed

- There was an April 22 Safety Committee meeting that focused on what the new normal of the campus will be in the summer and beyond.
3. MSC to approve the ACCJC Midterm Report Draft 2020-02-10
  4. MSC BP [Board Policy] 7110 Delegation of Authority
  5. MSC AR [Administrative Regulation] 7216 Complaint Review Process

**MOTIONS TABLED**

6. MST BP 3410 Nondiscrimination
7. MST AR 3410 Nondiscrimination
8. MST BP3420 Equal Employment Opportunity Non-Compliance Complaints
9. MST AR 3420 Equal Employment Opportunity Non-Compliance Complaints
10. MST AR 3440 Service Animals and Other Animals on Campus
11. MST 7100 Commitment to Diversity
12. MST BP 7130 Compensation

**REPORTS**

13. Review of Guided Pathways: Open Forum, Steering Committee

**NEXT MEETING:** May 12, 2020

**SUBCOMMITTEES OF THE ADMINISTRATIVE AFFAIRS COMMITTEE:**

**Campus Development Committee – March 5, 2019**

1<sup>st</sup> Thursday, 12:30 p.m. – 1:30 p.m. in HS214

**QUORUM** established 13/15 voting members present

**APPROVAL OF MINUTES**

1. As quorum was established, the meeting minutes for December 5, 2019 was approved.

**REPORTS-**

2. P. E. Building – the remodel of the existing P.E. entrance way will start within six weeks.
3. The New Science Building – closing towards the end of halfway through construction drawings. Anticipating all drawings will be done by June 2020.
4. IBCC Project - breaking ground on construction is anticipated to commence probably towards winter of 2020.
5. Garfield Campus - fencing was put around the properties that were acquired.
6. Classrooms upgrades and renovations – 78 classrooms have been upgraded.
7. Montrose Campus Project – the project will not include a two-story parking garage due to the cost, no need of an additional parking in the area (study done by the City of Glendale), potentially creating a reaction from the homeowners around the area, and environmental basis (concrete creates more carbon emission).

**NEXT MEETING:** April 2, 2020

**Environmental Affairs Committee – Last meeting reported March 4, 2020**

1<sup>st</sup> Wednesday, 12:20 p.m. – 1:30 p.m. in HS214

**NEXT MEETING:** April 1, 2020

**Safety Committee – Last meeting November 20, 2019**

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

February 28, 2020 cancelled; March 18, 2020 postponed

There was an April 22 Safety Committee meeting that focused on what the new normal of the campus will be in the summer and beyond.

**NEXT MEETING:** May 2020

*Respectfully submitted by Frankie Strong, Governance Office*