

GLENDALE COMMUNITY COLLEGE DISTRICT
1500 North Verdugo Road
Glendale, California 91208
(818) 240-1000

BOARD OF TRUSTEES MEETING NO. 15

The regular meeting of the Glendale Community College District Board of Trustees was called to order by Ms. Davis at 5:00 p.m. on Tuesday, June 16, 2020 via WebEx teleconference.

Trustees Present:

Mr. Sevan Benlian
Ms. Yvette V. Davis
Dr. Armine Hacopian
Ms. Desir e P. Rabinov
Ms. Ann H. Ransford
Ms. Sune Aghakian -
Outgoing ST
Ms. Vanessa Angeles -
Incoming ST

Administrators Present:

Dr. David Viar
Dr. Anthony Culpepper
Dr. Michael Ritterbrown
Dr. Paul Schlossman
Dr. Victoria Simmons

Representatives Present:

Academic Senate: Mr. Roger Dickes
CSEA: Mr. Narbeh Nazari
Guild: Ms. Emily Haraldson

A CD of this meeting is on file in the Superintendent/President’s Office and on the college’s website at <http://www.glendale.edu/boardoftrustees>. A DVD copy of the videotaping of this meeting is on file in the Superintendent/President’s Office.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Board of Trustees President Davis.

ADMINISTRATION OF OATH OF OFFICE – STUDENT TRUSTEE

Vanessa A. Angeles took and subscribed to the Oath of Office as required by the Constitution of California. The Student Trustee Oath of Office follows the Associated Students of GCC (ASGCC) election held on May 26, 2020. Angeles was elected as ASGCC President and Student Trustee to the Governing Board of the Glendale Community College District for the 2020-2021 academic year.

The Board of Trustees welcomed incoming Student Trustee Angeles and thanked outgoing Student Trustee Sune Aghakian for her service to the Board, students and community. Aghakian’s contributions to the board and commitment to GCC students were highly valued. The Board wished her continued success as she transfers to the University of California, Berkeley. Aghakian shared how grateful she had been to the Board for the leadership opportunity and valuable learning experience, and noted her rewarding journey as a student at GCC.

SPECIAL RECOGNITION

The Board of Trustees congratulated the GCC Women’s Basketball team for their success as 2020 Western State Conference South Division champions.

Jada Aldana	Mekela MA'A	Zoe Rouse
Suzy Bakrgyan	Tess Oakley-Stilson	Emily Sisson
Gloria Bianchi	Vicky Oganyan	Penelopi Trieu
Polina Kovaleva		

Special recognition was expressed by the Board of Trustees to Academic All-State Team members Bianchi, Oakley-Stilson and Trieu for their academic achievements. Also recognized were Assistant Coach Vincent De Guzman and Head Coach Joel Weiss, who was selected as the 2020 Southern California Women’s Basketball Coach of the Year.

COMMENTS FROM THE AUDIENCE - BOARD AGENDA ITEMS ONLY

No comments presented.

RESOLUTIONS

1. Resolution No. 25-2019-2020: Use of Education Protection Account Funding

It was moved (Portillo Rabinov) and seconded (Ransford) to authorize Resolution No. 25-2019-2020.

The motion passed unanimously.

2. Resolution No. 26-2019-2020: Approval of California State Department of Education Contract for Child Care and Development Services for Fiscal Year 2020-2021

It was moved (Hacopian) and seconded (Benlian) to authorize Resolution No. 26-2019-2020.

The motion passed unanimously.

3. Resolution No. 27-2019-2020: Continuing Budgetary Authority

It was moved (Ransford) and seconded (Portillo Rabinov) to authorize Resolution No. 27-2019-2020.

The motion passed unanimously.

INFORMATIONAL REPORTS - NO ACTION

1. Enrollment Update
2. Measure GC Funds Balances and Schedule Update
3. Student Survey on Remote Instruction and Services

Michael Ritterbrown, Vice President of Instructional Services and Paul Schlossman, Vice President of Student Services presented the results of the student survey taken related to remote instruction and services. The results were relatively positive and also provided insight for improvement going forward.

FIRST READING REPORTS – FIRST OF TWO READINGS – NO ACTION

1. Accreditation Mid-Term Report

Edward Karpp, Dean of Research, Planning and Grants, Beth Kronbeck, Faculty Coordinator - Accreditation, and Daphne Dionisio, Interim Program Manager I – Accreditation and Institutional Effectiveness presented the draft Accreditation Mid-Term Report that describes 1) how the college has responded to the eight recommendations of the Accrediting Commission included in its action of January 2017; 2) its progress on the college's plans for improvement included in its 2016 Accreditation self-study report and; 3) reflects on how the college is advancing in its efforts to improve student success.

This report will be considered for approval at the July 21, 2020 Board meeting and submission to the Accrediting Commission for Community and Junior Colleges (ACCJC) Western Association of Schools and Colleges.

UNFINISHED BUSINESS REPORTS – SECOND OF TWO READINGS – ACTION

1. Academic Affairs - Board Policy 6230: Outside Speakers (Delete)

It was moved (Ransford) and seconded (Benlian) to delete Board Policy 6230.

The motion passed unanimously.

2. Academic Affairs - Board Policy 4450: Outside Speakers (Replace Board Policy 6230)

It was moved (Hacopian) and seconded (Portillo Rabinov) to approve Board Policy 4450 (replacement for Board Policy 6230).

The motion passed unanimously.

CONSENT CALENDAR – ACTION

1. Approval of Minutes - Regular Board Meeting of May 19, 2020

2. Warrants - District Funds May 1, 2020 through May 31, 2020

Approved warrants issued during the month of May 2020 totaling \$14,095,722.93.

3. Contract Listing and Purchase Order Listing – May 1, 2020 through May 31, 2020

Approved contract listing and purchase order listing issued during the month of May 2020 totaling \$7,346,743.51.

4. Budget Revisions and Appropriation Transfers General Fund Unrestricted (01) - May 1, 2020 through May 31, 2020

Approved Appropriation Transfers of \$900 in the General Fund Unrestricted (01).

5. Budget Revisions and Appropriation Transfers General Fund Restricted (03) - May 1, 2020 through May 31, 2020

Approved Appropriation Transfers of \$263,282 in the General Fund Restricted (03).

6. 2020-2021 Retroactive Pay Adjustment

7. Authorization to Make Appropriation Transfers

8. Agreements for Business, Payroll and Financial Data Processing Services

9. Agreement with Companies to Provide Specialized Support Services for Professional Development Center Programs for Fiscal Year 2020-2021

10. Memberships in Associations and Organizations – Fiscal Year 2020-2021

11. Proposed New Programs

New Programs

Health Sciences – Critical Care Nursing Skill Award

Health Sciences – Emergency Medical Responder Skill Award

Health Sciences – Emergency Medical Technician Skill Award

Health Sciences – Introduction to Emergency Services Skill Award

CONSENT CALENDAR – ACTION - continued

12. Proposed New Courses

New Courses

- ENGL 298 – Undergraduate Research in Professional Writing
- ENGL 298H – Honors Undergraduate Research in Professional Writing
- MATH 102+ - Trigonometry with Support
- MATH 102S – Lab Support for Trigonometry

13. Revised Courses and Programs

Course Revisions

MATH 102, 136, 136H, MATH 136+

Program Revisions

- AD ST—AS Degree and Certificate
- CS/IS—AS Degree and Certificate
- HIST—AA-T
- SOC S—AA Degree

14. Personnel Report No. 12 – Academic, Classified, Administrator, and All Other Temporary Employee Actions Personnel Reports

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|-------------------|---|
| Academic Report | Administrator Report |
| Classified Report | All Other Temporary Employee Actions Report |

15. Ratification to Terms of the Contract of Employment of Superintendent/President

Based on a satisfactory performance evaluation, the Board of Trustees ratified the terms of the Contract of Employment of Superintendent/President. Reflecting on Board action to ratify Viar’s employment contract, Board members shared their appreciation of his leadership.

It was moved (Hacopian) and seconded (Portillo Rabinov) to approve Consent Calendar Nos. 1 - 15.

The motion passed unanimously.

NEW BUSINESS REPORTS – ACTION

1. Annual 2019-2020 Equal Employment Opportunity (EEO) Fund Certification

It was moved (Benlian) and seconded (Hacopian) to approve the 2019-2020 EEO Fund Certification Form.

The motion passed unanimously.

Vice President of Human Resources, Victoria Simmons, provided a report on District efforts and policies related to Equal Employment Opportunity, diversity, equity and inclusion; five years of demographics data regarding college employees compared with student demographics; talent acquisition data; and plans for improving the District hiring processes and to ensure improvement in diversity hiring efforts.

2. Recognition of Outgoing Members and Appointment of Members to the Independent Citizens’ Bond Oversight Committee

It was moved (Portillo Rabinov) and seconded (Ransford) to approve the reappointments of Roberta Hacopian, Seda Khatchaturian, Harry Leon, Alex Parajon, and Jennifer Quinonez-Skinner to the Glendale Community College District Independent Citizens’ Bond Oversight Committee for terms ending June 30, 2022.

The motion passed unanimously.

NEW BUSINESS REPORTS – ACTION - continued

Recognition of Outgoing Members and Appointment of Members to the Independent Citizens' Bond Oversight Committee

It was moved (Benlian) and seconded (Portillo Rabinov) to approve the appointment of Nerses Aposhian and Daniel Kim to the Glendale Community College District Independent Citizens' Bond Oversight Committee for terms ending June 30, 2022.

The motion passed unanimously.

The Board recognized outgoing committee members Armik Avedisian (outgoing Chair) and Kevin Lee for their continued support of and commitment to the college as members of the Independent Citizens' Bond Oversight Committee. Avedisian thanked the Board for their recognition and noted he had valued the experience and opportunity to participate in and Chair the committee.

3. Sabbatical Request for Fall 2020 – Spring 2021

It was moved (Ransford) and seconded (Hacopian) to approve the sabbatical leave request from Amy Oliver for Fall 2020 – Spring 2021.

The motion passed unanimously.

4. Change Order No. 002 for the Administration Building Window Replacement Project

It was moved (Ransford) and seconded (Portillo Rabinov) to approve Change Order No. 002 for the Administration Building Window Replacement Project and that the contract price be amended to reflect an increase of \$218,832.

The motion passed unanimously.

5. Approval of a Retainer Agreement with Dannis Woliver Kelley for Legal Services

It was moved (Portillo Rabinov) and seconded (Hacopian) to approve the retainer agreement with Dannis Woliver Kelley.

The motion passed unanimously.

COLLEGE LEADERS REPORTS

Written reports were included in the meeting agenda materials with additional comments made at the meeting by College leaders concerning college and community related activities, events and issues of interest to the college.

BOARD OF TRUSTEES REQUESTS FOR INFORMATION

No requests presented.

COMMENTS FROM THE AUDIENCE ON ANY SUBJECT

No comments presented.

ADJOURNMENT

Davis adjourned the meeting at 7:40 p.m. in the spirit of community unity.

Board of Trustees President

Board of Trustees Clerk

Board of Trustees Regular Meeting, June 16, 2020

Minutes recorded by Deb Kallas, Executive Assistant to the Superintendent/President and the Board of Trustees.

Minutes approved at the Regular Board of Trustees Meeting, July 21, 2020.