

GLENDALE COMMUNITY COLLEGE DISTRICT

1500 North Verdugo Road
 Glendale, California 91208
 (818) 240-1000

BOARD OF TRUSTEES MEETING NO. 4

The regular meeting of the Glendale Community College District Board of Trustees was called to order by Ms. Davis at 5:01 p.m. on Tuesday, September 15, 2020 via WebEx teleconference.

Trustees Present:

Mr. Sevan Benlian
 Ms. Yvette V. Davis
 Dr. Armine Hacopian
 Ms. Desireé P. Rabinov
 (joined meeting at 5:10 p.m.)
 Ms. Ann H. Ransford
 Ms. Vanessa Angeles 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.

PUBLIC HEARINGS

1. Public Hearing of the Mutual Re-Openers to the 2018-2021 Collective Bargaining Agreement between the District and California School Employees Association (CSEA) Glendale College Chapter #76

A public hearing of the mutual re-openers between the District and CSEA Chapter #76 was held pursuant to Government Code Section 3547. Request for adoption followed in Unfinished Business Report No. 1.

Davis opened Public Hearing No. 1 at 5:04 p.m. as required by the California Code of Regulations, Section 58191 and called for public comments. Received none, Davis closed Public Hearing No. 1 at 5:04 p.m.

2. Public Hearing of the Proposed Final Budget 2020-2021

A public hearing of the proposed final budget of Glendale Community College District for fiscal year 2020-2021 was held as required by the California Code of Regulations, Section 58191. The proposed final budget was presented in First Reading Report No. 1.

Davis opened Public Hearing No. 2 at 5:05 p.m. as required by the California Code of Regulations, Section 58191 and called for public comments. Received none, Davis closed Public Hearing No. 2 at 5:05 p.m.

COMMENTS FROM THE AUDIENCE - BOARD AGENDA ITEMS ONLY

Kim Edelman, Director of the Professional Development Center (PDC), provided email communications on the Fourth Quarter Budget Balances for Fiscal Year 2019-2020 and resolution protocol in relation to PDC fund balances.

RESOLUTIONS

1. Resolution No. 03-2020-2021: Transfer from the Unrestricted General Fund (01) to the Restricted General Fund (03) – Disabled Student Program and Services (DSP&S)

It was moved (Ransford) and seconded (Hacopian) to adopt Resolution No. 03-2020-2021 to transfer up to \$592,204 from the Unrestricted General Fund (01) to the Restricted General Fund (03) to backfill the DSP&S program for fiscal year 2019-2020.

The motion passed unanimously.

2. Resolution No. 04-2020-2021: Transfer from the Unrestricted General Fund (01) to the Restricted General Fund (03) – Governmental Accounting Standards Board (GASB) 45

It was moved (Ransford) and seconded (Portillo Rabinov) to adopt Resolution No. 04-2020-2021 to transfer \$265,348 from the Unrestricted General Fund to the Restricted General Fund for GASB 45.

The motion passed unanimously.

3. Resolution No. 05-2020-2021: Transfer from the Restricted General Fund (03) to the Unrestricted General Fund (01) – Administrative Allowances Claimed from Grants

It was moved (Hacopian) and seconded (Ransford) to adopt Resolution No. 05-2020-2021 to transfer \$89,502 from the Restricted General Fund to the Unrestricted General Fund for administrative allowances claimed from grants in 2019-2020 fiscal year.

The motion passed unanimously.

4. Resolution No. 06-2020-2021: Transfer from the Unrestricted General Fund (01) to the Cafeteria Fund (30)

It was moved (Ransford) and seconded (Portillo Rabinov) to adopt Resolution No. 06-2020-2021 to transfer \$120,000 from the Unrestricted General Fund (01) to the Cafeteria Fund (30) for the 2020-2021 cafeteria operations.

The motion passed unanimously.

5. Resolution No. 07-2020-2021: Transfer from the Unrestricted General Fund (01) to the Student Health Services Program Fund (03)

It was moved (Hacopian) and seconded (Portillo Rabinov) to adopt Resolution No. 07-2020-2021 to transfer \$332,453 from the Unrestricted General Fund (01) to the Student Health Services fund (03) for the 2020-2021.

The motion passed unanimously.

6. Resolution No. 08-2020-2021: Supplementary Retirement Plan

It was moved (Ransford) and seconded (Portillo Rabinov) to adopt Resolution No. 08-2020-2021 approving implementation of the Supplemental Retirement Plan adopted at its meeting on July 21, 2020.

The motion passed unanimously.

INFORMATIONAL REPORTS - NO ACTION

1. Fourth Quarter Budget Balances as of June 30, 2020
2. Fourth Quarter Financial Status Report as of June 30, 2020
3. Enrollment Update
4. Measure GC Funds Balances and Schedule Update
5. Guided Pathways Update

Informational Reports Nos. 1 through 5 were duly noted.

6. Disabled Students Programs and Services (DSPS)

DSPS Program Manager, Tina Andersen-Wahlberg, and DSPS Counselor Rita Zobayan presented an update on DSPS services provided, the number of students served and recent outreach efforts.

7. Distribution Plan for CARES Act Funds for Students

Interim Program Manager of Student Basic Needs, Andre Manukyan presented the Phase II distribution of the CARES Act funds noting the application and evaluation process and criteria to consider for funding distribution.

UNFINISHED BUSINESS REPORTS – SECOND OF TWO READINGS – ACTION

1. Mutual Re-Openers to the 2018-2021 Collective Bargaining Agreement between the District and California School Employees Association (CSEA) Glendale College Chapter #76

It was moved (Ransford) and seconded (Benlian) to approve the mutual re-openers to the 2018-2021 Collective Bargaining Agreement between the District and California School Employees Association (CSEA) Glendale College Chapter #76.

The motion passed unanimously.

2. Board Policy 3200: Accreditation (Revision)

It was moved (Hacopian) and seconded (Benlian) to approve Board Policy 3200: Accreditation.

The motion passed unanimously.

3. Board Policy 3280: Grants (Revision)

It was moved (Portillo Rabinov) and seconded (Ransford) to approve Board Policy 3280: Grants.

The motion passed unanimously.

4. Board Policy 3420: Equal Employment Opportunity Non-Compliance Complaints (Revision)

It was moved (Portillo Rabinov) and seconded (Hacopian) to approve Board Policy 3420: Equal Employment Opportunity Non-Compliance Complaints.

The motion passed unanimously.

UNFINISHED BUSINESS REPORTS – SECOND OF TWO READINGS – ACTION - continued

5. Board Policy 7130: Compensation (Revision)

It was moved (Portillo Rabinov) and seconded (Ransford) to approve Board Policy 7130: Compensation.

The motion passed unanimously.

FIRST READING REPORTS – FIRST OF TWO READINGS – NO ACTION

1. Adoption of the Final Budget - Year 2020-2021

The Adoption of the Final Budget – Year 2020-2021 will be considered for approval at the October 20, 2020 Board meeting. Culpepper summarized significant issues noted below:

Total Structural Deficit Projection <\$12.4M>

Revenue primary decreases~

1. Removal of international student tuition revenue = <\$2.2M>
2. NO COLA (Cost of Living Adjustment); <\$2.1M>
3. Parking revenue decrease = <\$2.5M>

Total Structural Deficit Projection <\$12.4M>

Expenditure primary increases~

1. Step and column salary increases = \$712K
2. Filling all authorize positions = \$3.2M

Total Structural Deficit Projection <\$12.4M>

Expenditure primary decreases~

1. Reduction of TOPS manager budgets 7.5% = <\$700K>
2. Supplemental Retirement Plan (SRP); labor costs decrease= <\$900K> - <\$1.5M>
3. Utilities operational efficiency ~ shutdown buildings HVAC system on an ongoing rolling usage basis; approximate reduction in costs per year <\$800K>

First Reading Report No. 1 was duly noted.

CONSENT CALENDAR – ACTION

- 1.a. Approval of Minutes - Regular Board Meeting of August 18, 2020
- 1.b. Approval of Minutes – Special Board Meeting of August 28, 2020
2. Warrants - District Funds August 1, 2020 through August 31, 2020
3. Contract Listing and Purchase Order Listing – August 1, 2020 through August 31, 2020
4. Revised Courses
5. Staffing Report No. 3 – Academic, Classified, Administrator, and All Other Temporary Employee Actions Reports

Academic Report Administrator Report Student Employee Reports
Classified Report All Other Temporary Employee Actions Report

It was moved (Ransford) and seconded (Hacopian) to approve Consent Calendar item Nos. 1.a. through 5.

The motion passed unanimously.

NEW BUSINESS REPORTS – ACTION

1. Board Focus Areas for the 2020-2021 Academic Year

It was moved (Ransford) and seconded (Portillo Rabinov) to approve the 2020-2021 Board Focus Areas.

The motion passed unanimously.

2. Renewal of CISCO SmartNet Support Agreements for Network and Phone System

It was moved (Hacopian) and seconded (Portillo Rabinov) to approve the renewal of the CISCO SmartNet support agreements with ConvergeOne for fiscal year 2020-2021.

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

Board inquiry was made about GCC's June 2021 commencement date in relation to the Glendale Unified School District graduation date in 2021.

COMMENTS FROM THE AUDIENCE ON ANY SUBJECT

No comments presented.

ADJOURNMENT

Davis adjourned the meeting at 6:48 p.m.

Board of Trustees President

Board of Trustees Clerk

Board of Trustees Regular Meeting, September 15, 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, October 20, 2020.