

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

**BOARD OF TRUSTEES MEETING NO. 13**

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, April 20, 2021 via WebEx teleconference.

Trustees Present:

Mr. Sevan Benlian  
 Ms. Yvette V. Davis  
 Dr. Armine Hacopian  
 Ms. Desireé P. Rabinov  
 Ms. Ann H. Ransford  
 Ms. Elise Dulay 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.

**COMMENTS FROM THE AUDIENCE - BOARD AGENDA ITEMS ONLY**

No comments presented regarding items on the agenda.

**SPECIAL RECOGNITION**

1. Recognition of GCC Scholar Athletes

Associate Dean of Athletics, Chris Cicuto, shared the accomplishments of the GCC student athletes honored. They had been chosen by the California Community College Athletic Association (CCCCAA) from approximately 24,000 student athletes across California. Tess Oakley-Stilson was chosen as Female Scholar Athlete of the Year (GCC Women's Basketball) and completed 64.5 units at GCC with a 4.0 GPA. The GCC Men's Golf Team was honored as Scholar Team with an average 3.18 GPA. Team members included Vincent Bedros, Justin Del Rosario, Dong "Peter" Kim, Brandon Lew, Parker Philbrick, Jacob Smissen, and Casey Syrek all led by Coach Todd Tyni. Hans Seo from the GCC Men's Baseball team was selected to the 2020 CCCCCA Men's Honor Roll for completing 91.5 units at GCC with a 3.94 GPA.

The Board appreciated and admired these student athletes for their excellence and commitment, not only to their teams but, to their academic success at GCC.

**REORGANIZATION OF BOARD – NEW BUSINESS REPORT - ACTION**

1. Reorganization of the Glendale Community College District Board of Trustees

- 1.1 Election of Board of Trustees President, Vice President, and Clerk

It was moved (Ransford) and seconded (Portillo Rabinov) that Dr. Armine Hacopian be elected to serve as President of the Board of Trustees for a one-year term.

The motion passed unanimously.

## **REORGANIZATION OF BOARD – NEW BUSINESS REPORT – ACTION - continued**

### 1.1 Election of Board of Trustees President, Vice President, and Clerk

On behalf of the Board of Trustees, President Hacopian thanked outgoing President Davis for her exemplary service and dedication to the college and community during the past, challenging year. Davis appreciated the opportunity to serve and shared her gratitude to the Board, students, staff and community.

It was moved (Benlian) and seconded (Davis) that Ann Ransford be elected to serve as Vice President of the Board of Trustees for a one-year term.

The motion passed unanimously.

Recognizing two outstanding trustees who were elected at the same time and, desiring to continue the successful past practice of rotating the officer positions among all trustees, Davis moved that the names of Sevan Benlian and Desireé Portillo Rabinov be drawn for the position of Clerk and that the name of the trustee drawn be placed in nomination for Clerk and a unanimous ballot be cast at that time. Viar drew the name of Sevan Benlian as the nominee for Clerk.

It was moved (Davis) and seconded (Ransford) that Sevan Benlian serve as Clerk of the Board of Trustees for a one-year term.

The motion passed unanimously.

### 1.2 Glendale Community College District Board of Trustees' Representative to the Los Angeles County Committee on School District Organization

It was moved (Portillo Rabinov) and seconded (Ransford) to designate Sevan Benlian as the voting representative to elect members to the Los Angeles County Committee on School District Organization.

The motion passed unanimously.

### 1.3 Glendale Community College District Board of Trustees' Representative to the Los Angeles County School Trustees Association for July 1, 2021 - June 30, 2022.

It was moved (Benlian) and seconded (Ransford) to designate Desireé Portillo Rabinov as the Board's annual representative to the Los Angeles County School Trustees Association (LACSTA) for July 1, 2021 – June 30, 2022.

The motion passed unanimously.

### 1.4 Glendale Community College District Board of Trustees Regular Board Meetings Schedule for the 2021-2022

Tuesday, July 20, 2021  
Friday, July 30, 2021 (Special Meeting – Summer Retreat)  
Tuesday, August 17, 2021 (Public Hearing on Final Budget)  
Tuesday, September 14, 2021 (Budget Adoption - on or before September 15)  
Tuesday, October 19, 2021  
Tuesday, November 16, 2021  
Tuesday, December 21, 2021  
Tuesday, January 18, 2022  
Friday, January 28, 2022 (Special Meeting – Winter Retreat)  
Tuesday, February 15, 2022  
Tuesday, March 15, 2022  
Tuesday, April 19, 2022  
Tuesday, May 17, 2022  
Tuesday, June 21, 2022

## **REORGANIZATION OF BOARD – NEW BUSINESS REPORT – ACTION - continued**

It was moved (Davis) and seconded (Portillo Rabinov) to adopt the 2021-2022 Glendale Community College District Board of Trustees regular board meetings schedule as presented above.

The motion passed unanimously.

## **PUBLIC HEARING**

1. Public Hearing – District Successor Agreement Openers for the 2018-2021 Collective Bargaining Agreement Between the District and Glendale College Guild, Local 2276, American Federation of Teachers

The proposed successor agreement openers to the 2018-2021 Collective Bargaining Agreement between the District and Glendale College Guild, Local 2276, American Federation of Teachers were presented for a public hearing pursuant to California Government Code Section 3547.

Hacopian opened Public Hearing No. 1 at 5:29 p.m. as required by the California Government Code, Section 3547 and called for public comments. Receiving none, Public Hearing No. 1 was closed at 5:30 p.m.

2. Public Hearing – Adoption of the Findings of Fact and Approval of the Final Environmental Impact Report with Respect to the 2019 Facilities Master Plan Update

The Adoption of the Findings of Fact and Approval of the Final Environmental Impact Report were presented for a public hearing in Compliance with Title 14, Section 15082(a), 15103, and 15375 of the California Code of Regulations.

Hacopian opened Public Hearing No. 2 at 5:30 p.m. in Compliance with Title 14, Section 15082(a), 15103, and 15375 of the California Code of Regulations and called for public comments. Receiving none, Public Hearing No. 2 was closed at 5:31 p.m.

## **RESOLUTIONS**

1. Resolution No. 17-2020-2021: Resolution in Solidarity with the Asian American and Pacific Islander Communities

It was moved (Ransford) and seconded (Davis) to adopt Resolution No. 17-2020-2021: Resolution in Solidarity with the Asian American and Pacific Islander Communities.

The motion passed unanimously.

2. Resolution No. 18-2020-2021: Recognizing Armenian Genocide Remembrance Day

It was moved (Davis) and seconded (Ransford) to adopt Resolution No. 18-2020-2021: Resolution Recognizing Armenian Genocide Remembrance Day on April 24.

The motion passed unanimously.

3. Resolution No. 19-2020-2021: Recognizing Classified School Employees Week

It was moved (Ransford) and seconded (Davis) to adopt Resolution No. 19-2020-2021: Resolution Recognizing Classified School Employees Week from Sunday, May 16, 2021 through Saturday, May 22, 2021.

The motion passed unanimously.

## **RESOLUTIONS - continued**

4. Resolution Nos. 20-2020-2021 through 23-2020-2021: Signature Resolutions

It was moved (Portillo Rabinov) and seconded (Davis) to adopt Resolution No. 20-2020-2021 through Resolution No. 23-2020-2021 to carry on the business affairs of the Glendale Community College District from April 21, 2021 to June 21, 2022.

The motion passed unanimously.

## **INFORMATIONAL REPORTS - NO ACTION**

1. Enrollment Update
2. Measure GC Funds Balances and Schedule Update
3. Guided Pathways Update

Informational Reports Nos. 1 through No. 3 were duly noted.

4. Continuing and Community Education – Adjustment to Remote Learning

Alfred Ramirez, Administrative Dean, introduced leaders of the various divisions at the Garfield campus to discuss how each adjusted to remote learning over the past year. Jan Young, Division Chair, Business & Life Skills, Margaret Richer, Division Chair, Noncredit ESL, Ramona Barrio-Sotillo, Associate Dean, Welcome Center & Counseling, Teri Ismail, Assistant Director, Parent Support Center and Angine Aslanian, Interim Director, Community Services Education each identified the program successes and challenges.

5. Child Development Center - Adjustment to Remote Learning

Michael Dulay, Division Chair, Social Sciences, presented how the Child Development Center had adapted during the COVID-19 shutdown.

6. Higher Education Emergency Relief Fund (HEERF I, II) Expenditures

Anthony Culpepper, Executive Vice President, Administrative Services, outlined budget resources provided through the Higher Education Emergency Relief Fund (HEERF I, II), which is part of the March 2020 CARES Act bill. These funds are provided to assist the District in stabilizing the budget with unexpected costs.

7. Planning for a Safe and Viable Return to In-Person Instruction and Services

Michael Ritterbrown, Vice President, Instructional Services provided plans in development to return to in-person instruction and services following protocols provided by State and Los Angeles County health officials.

## **UNFINISHED BUSINESS READING REPORTS – SECOND OF TWO READINGS –ACTION**

1. District Successor Agreement Openers for the 2018-2021 Collective Bargaining Agreement Between the District and Glendale College Guild, Local 2276, American Federation of Teachers

It was moved (Portillo Rabinov) and seconded (Davis) to accept the District Successor Agreement Openers for the 2018-2021 Collective Bargaining Agreement between the District and Glendale College Guild, Local 2276, American Federation of Teachers.

The motion passed unanimously.

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

2. Board Policy 3722: Section 508 Standards for Electronic & Information Technology Accessibility (Delete)

It was moved (Portillo Rabinov) and seconded (Davis) to delete Board Policy 3722.

The motion passed unanimously.

3. Board Policy 3725: Website (Renumbered to BP 3735 and Delete)

It was moved (Davis) and seconded (Benlian) to renumber and delete Board Policy 3725.

The motion passed unanimously.

4. Board Policy 3725: Information and Communications Technology Accessibility & Acceptance Use (New)

It was moved (Benlian) and seconded (Portillo Rabinov) to approve new Board Policy 3725.

The motion passed unanimously.

5. Board Policy 3735: Website (New as renumbered from Board Policy 3725)

It was moved (Portillo Rabinov) and seconded (Davis) to approve renumbering Board Policy 3725 to Board Policy 3735.

The motion passed unanimously.

**FIRST READING REPORTS – FIRST OF TWO READINGS – NO ACTION**

1. Board Policy 4235: Credit by Examination (title change to Credit for Prior Learning and revisions)
2. Board Policy 7131: Equivalence to Minimum Qualification (delete)
3. Board Policy 7140: Collective Bargaining (revise)
4. Board Policy 7141: Public Notice Policy (delete)
5. Board Policy 7151: Evaluation for Academic Administrator Personnel & Classified Managers (delete)
6. Board Policy 7152: Evaluation/Supervision (delete)
7. Board Policy 7224: Meetings (delete)
8. Board Policy 7236: Transfers (delete)
9. Board Policy 7251: Administrative Retreat Rights (delete)
10. Board Policy 7310: Nepotism (revise)
11. Board Policy 7335: Health Examinations (revise)
12. Board Policy 7345: Catastrophic Leave Program (revise)

First Reading Reports Nos. 1 through No. 12 were duly noted.

## CONSENT CALENDAR – ACTION

1. Approval of Minutes - Regular Board Meeting of March 16, 2021
2. Warrants - District Funds March 1, 2021 through March 31, 2021
3. Contract Listing and Purchase Order Listing – March 1, 2021 through March 31, 2021
4. Budget Revisions and Appropriation Transfers General Fund Restricted (03) - March 1, 2021 through March 31, 2021
5. Proposed New Courses

ATHPE 151 - Women's Basketball Conditioning  
ATHPE 152 - Men's Basketball Conditioning  
ATHPE 180 - Esports  
BIOL 140 - Introduction to Biotechnology  
BIOL 141 - Applied Biotechnology I with Laboratory  
BIOL 142 - Applied Biotechnology II with Laboratory  
ESL 156 - Reading and Vocabulary for ESL V Students  
LING 102 - Sociolinguistics  
STV 72 - Google Workspace Fundamentals  
STV 73 - Google Workspace Intermediate  
STV 153 - Drafting and Basic Design Mirrored Course

6. Revised Courses and Programs

### Revised Courses

BIOL 102  
CHEM 101, 102, 105 and 106  
HIST 101 and 102, 117  
MATH 103E, 103EH, 104E, 104EH

### Revised Programs

CHLDV—Elementary Teacher Education AS-T Degree  
ENGL—English AA Degree and AA-T Degree  
FRENCH—French Language AA Degree and Certificate  
ITAL—Italian Language AA Degree and Certificate  
JOURN—Journalism AA-T Degree  
MCOMM—Mass Communication AA & AS Degrees & Cert  
MATH—Mathematics AS Degree  
POL S—Political Science AA-T Degree  
PSYCH—Psychology AA-T Degree  
SOC S—Social Justice: Gender Studies AA-T Degree  
SPAN—Spanish AA-T Degree  
SPAN—Spanish Language AA Degree and Certificate  
SPCH—Communication Studies AA-T Degree  
SPCH—Speech/Communication AA Degree

7. Proposed New Programs

Short Term Vocational – Administrative Medical Assisting Certificate of Completion  
Short Term Vocational – Certified Nursing Aide Certificate of Completion  
Short Term Vocational – Drafting and Basic Design Certificate of Completion

8. Staffing Report No. 10 – Academic, Classified, Administrators, All Other Temporary Employee Actions and Student Employee Reports

It was moved (Davis) and seconded (Ransford) to approve Consent Calendar item Nos. 1 through 8.

The motion passed unanimously.

## **NEW BUSINESS REPORTS – ACTION**

1. Reorganization of Glendale Community College Board of Trustees

Action for this item was taken at start of the meeting.

2. Tentative Agreements Between the District and California School Employees Association (CSEA) Glendale College Chapter 76

It was moved (Ransford) and seconded (Portillo Rabinov) to approve the tentative agreements between the District and CSEA Glendale College Chapter 76.

The motion passed unanimously.

3. Renewal of License Support Agreements with Oracle 2021-2022

It was moved (Portillo Rabinov) and seconded (Benlian) to approve the renewal of the license support agreements with Oracle for fiscal year 2021-2022 for the cost of \$815,410.95.

The motion passed unanimously.

4. Sabbatical Leave Request for Spring 2022 – Fall 2022

It was moved (Ransford) and seconded (Davis) to approve the sabbatical leave request from Tom Voden for Spring 2022 – Fall 2022.

The motion passed unanimously.

5. Acceptance of Contract as Complete – Welding Shop Alterations Project

It was moved (Davis) and seconded (Portillo Rabinov) to accept the contract for the Welding Shop Alterations Project as complete.

The motion passed unanimously.

6. Approval of Design-Build Agreement for Garfield Parking and Landscape Project

It was moved (Davis) and seconded (Portillo Rabinov) to approve the agreement with Menemsha Development Group, Inc.- MMA Architects, Inc. for the Garfield Parking and Landscape project.

The motion passed unanimously.

7. Adoption of the Findings of Fact and Approval of the Final Environmental Impact Report with Respect to the 2019 Facilities Master Plan Update

It was moved (Portillo Rabinov) and seconded (Dulay) to adopt the Master Plan Findings of Fact and approve the Final Environmental Impact Report/2019 Facilities Master Plan Update.

The motion passed unanimously.

8. Acceptance of Bids – New Science Building

It was moved (Davis) and seconded (Portillo Rabinov) to accept the bids for the Science Building Project to the lowest responsive, responsible bidders in the amount not to exceed \$12,063,678.

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 requests were made for information on the following:

- Explore providing an orientation and identifying a support system in relation to human trafficking issues for incoming freshmen students, specifically female students.
- Request for a CANVAS information update (CANVAS is a Learning Management System used at Glendale Community College for online learning).
- Request for an update on the College Promises Tuition Free Program.

## COMMENTS FROM THE AUDIENCE ON ANY SUBJECT

No comments presented.

## CLOSED SESSION

Hacopian announced at 7:52 p.m. the Board would move into Closed Session to consider item Nos. 1 and 2, and noted no action would be taken on these items.

1. Conference with Labor Negotiators Pursuant to Government Code §54957.6(f)  
*Designated Representatives: Chief Negotiator, Victoria Simmons*  
*Employee Organizations: Glendale College Guild and the California School Employees Association (CSEA) of Glendale Community College, Chapter 76*
2. Public Employee Performance Evaluation pursuant to Government Code §54957  
*Title: Superintendent/President*

## RECONVENE – NO REPORTING OUT FROM CLOSED SESSION OR ACTION WILL BE TAKEN

The Board of Trustees reconvened at 9:26 p.m.

## ADJOURNMENT

Hacopian adjourned the meeting at 9:26 p.m.

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Board of Trustees President

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Board of Trustees Clerk