

Glendale Community College
GOVERNANCE UPDATE
JUNE 2021

The Governance Update monthly 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 **May 1, 2021 and June 1, 2021**.The College Executive Committee reviewed these items during their **June 8, 2021 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](#).
 - Committee minutes available in SharePoint: <https://sp.glendale.edu/governance> VPN necessary to access.
 - Since March 2020, Governance Committees continue to meet by virtual means. Requirements, such as meeting quorum, minutes reporting, continue to be practiced.
 - Meeting Schedule for governance committee meetings is available on the Governance webpage: [Scheduled Meetings](#)
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Standing Committee indicated with an asterisk*

I. **COLLEGE EXECUTIVE COMMITTEE * – May 11, 2021**

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 (Culpepper/Haraldson) to approve the College Executive minutes of April 13, 2021 as presented.

MOTIONS APPROVED

2. MSC – (Haraldson/Schlossman) to approve filling the vacant position of Employee Benefit Technician.
3. MSC – (Ritterbrown/Dickes) to approve the Released Time/Extra Pay committee recommendation to establish a release position of Adjunct Faculty Support Coordinator.

REPORTS

4. Review and receipt of subcommittee minutes:
 - a. Budget Committee - Minutes of April 8, 2021
 - b. College Computer Coordinating Committee – Minutes of April 22, 2021
 - c. Enrollment Management – No minutes reported.
 - d. Equal Employment Opportunity - No minutes reported.
 - e. Governance Review Committee
 - i. Minutes of March 25, 2021
 - ii. Minutes of April 22, 2021
 - f. Released Time Extra Pay – Minutes of March 26, 2021
 - g. Professional Development - No minutes reported.
 - h. Student Equity and Achievement Committee – No minutes reported.
 - i. Web Oversight – No minutes reported.
5. The College Executive Committee reviewed the Board of Trustees agenda for the May 18, 2021 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. The Governance Committees Summary Report was presented and reviewed.
 - a. The Committee received, reviewed, and accepted the actions and information items of all governance committees.
8. Students Serving on Hiring Committees Status Update - As more input is gathered, discussion will continue on this topic.
9. Viar reported on the work of CHAC, IHAC and SSHAC in making recommendations regarding priorities for hiring and future discussions planned in development of the budget for 2021-2022.

Scheduled Meetings: Met on June 8, 2021, actions will be reported in the next Governance Update

SUBCOMMITTEES OF THE COLLEGE EXECUTIVE COMMITTEE:

1) Budget Committee – April 27, 2021

2nd Thursday and 4th Tuesday, 12:20-1:30 pm, Zoom Conference

QUORUM (6) 9/10 voting members present; 1 Resource member; 31 guests

APPROVAL OF MINUTES

1. MSC to accept the minutes of April 8, 2021.

REPORTS

2. 2020-2021 Budget Draft, Cash Analysis and the Governor’s Budget Update

Budget Committee – May 13, 2021

2nd Thursday and 4th Tuesday, 12:20-1:30 pm, Zoom Conference

QUORUM (6) 6/10 voting members present; 1 Resource member; 22 guests

APPROVAL OF MINUTES

1. MSC to accept the minutes of April 27, 2021.

REPORTS

2. 2020-2021 Budget Draft, Cash Analysis and the Governor’s Budget Update

Scheduled Meetings: May 25, 2021

2) College Computer Coordinating Committee (4Cs) – Last meeting reported April 22, 2021

3rd Thursday, 12:30-1:30 pm, Zoom Conference

Scheduled Meetings: TBD

3) Enrollment Management Committee – April 21, 2021

2nd Wednesday, 12:20-1:20 pm, Zoom Conference

QUORUM (15) 24/28 voting members present; 3 Resource members; 1 guest

APPROVAL OF MINUTES

1. MSC to approve the minutes of March 10, 2021.

REPORTS

2. Enrollment Update.
3. Student Outreach Services Update.
4. Dashboard demo.

Scheduled Meetings: May 12, 2021

4) Equal Employment Opportunity Committee (EEO) – Last meeting reported April 22, 2021

4th Thursday, 12:30-1:30 pm, Zoom Conference

Scheduled Meetings: TBD

5) **Governance Review Committee (GRC) – May 4, 2021**

1st Tuesday, 1:40-2:40 pm, Zoom Conference

QUORUM [5] 8/8 voting members present; 1 non-voting Resource member present.

APPROVAL OF MINUTES

1. MSC to approve the April 6, 2021 minutes.

MOTIONS APPROVED

2. ASGCC reps to be reinstated to Professional Development Committee.

REPORTS

3. Closed sessions guidelines discussion.
4. Role of governance committees and the Mutual Gains Document (Admin. Reg. 4000).
5. Accreditation update regarding governance Standard IV.
6. Virtual participation and Admin. Reg. 2511: the Governance Document – more discussion at the next meeting.

Scheduled Meetings: June 1, 2021

6) **Professional Development Committee – Last meeting reported March 18, 2021**

3rd Thursday, 12:30-1:30 pm, Zoom Conference

Scheduled Meetings: May 18, 2021

7) **Released Time Extra Pay Committee (RTEP) – April 23, 2021**

4th Friday, 10:00-11:00 am, Zoom Conference

QUORUM [5] 7/9 voting members present.

APPROVAL OF MINUTES

1. MSC to approve the March 26, 2021 minutes.

MOTIONS APPROVED

2. MSC College Executive will review the position at its meeting on 5.11.21 - regarding Adjunct Support: John Fuhrmann is the emergency appointee. Request increase in RT from 20% to 30%.
3. MSC Revised job description and evaluations for AEFLA Program Coordinator were approved.
4. MSC Evaluations for Assistant Nursing Program Director II were approved.
5. MSC Evaluations for Faculty Development Coordinator were approved.
6. MSC Revised job description and evaluations for Coordinator of Learning Resource Center were approved.

REPORTS

7. There will be two more positions up for renewals with substantial changes on the job descriptions at the May 2021 RTEP meeting: Scholars Program Director and Study Abroad Program Director.

Scheduled Meetings: TBD

8) **Student Equity & Achievement Committee (SEA) – March 26, 2021**

4th Friday, 1:00pm-2:30 pm, Zoom Conference

QUORUM 17/20 voting members present; 4 guests

APPROVAL OF MINUTES

1. MSC to approve the November 20, 2020 minutes.

MOTIONS APPROVED

2. MSC College Executive will review the position at its meeting on 5.11.21 - regarding Adjunct Support: John Fuhrmann is the emergency appointee. Request increase in RT from 20% to 30%.
3. MSC Revised job description and evaluations for AEFLA Program Coordinator were approved.
4. MSC Evaluations for Assistant Nursing Program Director II were approved.
5. MSC Evaluations for Faculty Development Coordinator were approved.
6. MSC Revised job description and evaluations for Coordinator of Learning Resource Center were approved.

REPORTS

7. Student Success and Support Program update (Yeranui and Drew).
8. Sarah McLemore and Liz Russell proposing extension of release time positions to support continuation of AB 705 implementation for another two years.
9. Committee voted to increase SEA meeting to 1.5 hours

Scheduled Meetings: April 23, 2021

Student Equity & Achievement Committee (SEA) – April 23, 2021

4th Friday, 1:00pm-2:30 pm, Zoom Conference

QUORUM 18/20 voting members present; 6 guests

APPROVAL OF MINUTES

1. MSC to approve the March 26, 2021 minutes.

MOTIONS APPROVED

2. MSC approval of the SEA committee support the AB 705 Release Time Proposals for math and English.
3. MSC approval of the SEA committee recommendation to the College to allocate funds to support research design and research methodology.
4. MSC Revised job description and evaluations for AEFLA Program Coordinator were approved.

Scheduled Meetings: September 24, 2021

- 9) **Web Oversight Committee** – Last meeting reported September 26, 2018

Meets as needed

Scheduled Meetings: April 28, 2021

II. INSTITUTIONAL PLANNING COORDINATION COMMITTEE * (IPCC) – Last meeting reported

March 8, 2021

2nd Monday, 12:15pm-1:30 pm, Zoom Conference

Scheduled Meetings: May 10, 2021

SUBCOMMITTEES OF THE INSTITUTIONAL PLANNING COORDINATION COMMITTEE:

- 1) **Master Planning Team A Committee** – Last meeting reported May 29, 2020

Meets once per semester

Met on November 20, 2020, report is forthcoming. *These minutes will be reviewed by IPCC during the next scheduled meeting.*

Scheduled Meetings: Spring 2021

2) **Program Review Committee – March 16, 2021**

3rd Tuesday, 1:30–2:30 pm, Zoom Conference

QUORUM 10/10 voting members present

APPROVAL OF MINUTES

1. MSC to approve the November 17, 2020 minutes.

REPORTS

2. Completion Results for 2020 Program Reviews.
3. Focus for Fall 2021 Program Review: highly personalized support to departments (documentation of dialog about data, PLO assessment, strategic plan linkage matrix goals and action items based on evidence and data).
4. Guidance from LO&A Committee on accessing PLO results & disaggregated data.
5. Staffing & DE Sections of New Program Review Form.
6. FAQ [Frequently Asked Questions] Accessible at Website.

These minutes will be reviewed by IPCC during the next scheduled meeting.

Program Review Committee – April 20, 2021

3rd Tuesday, 1:30–2:30 pm, Zoom Conference

QUORUM 10/10 voting members present

APPROVAL OF MINUTES

1. MSC to approve the March 16, 2021 minutes.

REPORTS

2. Assignments of Departments for Program Review Support and Validation Work.
3. Spring 2021 – Suggest Data Dialog Retreats for Summer 2021.
4. July 2021 – New PR Form [Program Review form].
5. Summer 2021 – Administrative Services and Student Services PR Support.
6. Fall 2021 – Instructional Departments PR Support & Data Dialog.
7. Early and Highly-Personalized Support to Departments - The committee will discuss this agenda item more at the next meeting.

These minutes will be reviewed by IPCC during the next scheduled meeting.

Scheduled Meetings: May 18, 2021

III. **ACADEMIC AFFAIRS COMMITTEE * - May 19, 2021**

3rd Wednesday, 2:00-4:00 pm, Zoom Conference

APPROVAL OF MINUTES

1. MSC to approve minutes from April 21, 2021 meeting.

MOTIONS APPROVED

2. MSC to approve the agenda for May 19, 2021 meeting.
3. MSC to approve revised [Administrative Regulation] AR 4220 – Standards of Scholarship.
4. MSC to approve revised [Board Policy] BP 4220 – Standards of Scholarship.
5. MSC to approve the following items under the Consent Calendar:

Curriculum & Instruction Committee Minutes of:

April 28, 2021, and May 12, 2021 Meetings

New Course

- CAM 241 and 260
- ENTRE 103
- ESL 33 and 41
- MOA 190, 191, and 192

Revised Courses

- CAM 210, 220, and 240
- CHILD 160
- KIN 155
- MATH 139
- PHOTO 100, 101, 111, and 130
- PSYCH 104
- ST DV 127

Revised Programs

- BIOL – Biology AS – T
 - BIOL – Biological Science AS Degree
6. MSC to approve revised AR 4260 – Pre-requisites and Co-requisites. One opposed.
 7. MSC to approve revised AR 4261 – Class Overview. One opposed.
 8. MSC to forward the revised AR 4261 to the Academic Senate for further review.
 9. MSC to approve the 2020 Non-personnel Resource Requests.
 10. MSC to approve 2022 – 2023 Academic Calendar. Two opposed.
 11. MSC to extend the meeting time.
 12. MSC to approve Academic Calendar minutes from the April 22, 2021 meeting.
 13. MSC to approve Library & Information Competency minutes from the April 22, 2021 meeting.
 14. MSC to approve Scholars Program minutes from the April 27, 2021 meeting.
 15. MSC to approve Study Abroad minutes from the February 25, 2021 meeting.

MOTIONS TABLED

16. MST to approve Instructional Priorities as presented.

Scheduled Meetings: June 16, 2021

SUBCOMMITTEES OF THE ACADEMIC AFFAIRS COMMITTEE:

1) Academic Calendar Committee – April 22, 2021

Meets as needed

QUORUM 5/5 voting members

APPROVAL OF MINUTES

1. Approval of the March 18, 2021 meeting minutes.

MOTIONS APPROVED

2. It was MSC that the Academic Calendar 2022-2023 with Mon-Sat Final Exams be approved

Scheduled Meetings: May 27, 2021, October 28, 2021

2) Baja Program Committee – Last meeting reported November 18, 2020

Meets twice per academic year

Scheduled Meetings: May 19, 2021

3) Graduation Requirements Committee – Last meeting reported April 2, 2021

Meets as needed

Scheduled Meetings: TBD

4) Library and Information Competency Committee – April 22, 2021

4th Thursday, 12:30-1:30 pm, Zoom Conference

QUORUM 9/12 voting members

MOTIONS APPROVED

1. MSC to approve minutes from March 25, 2021.

REPORTS

2. Contactless book checkout is available to students, faculty, and staff.

Scheduled Meetings: May 27, 2021

5) Scholars Program Committee – April 27, 2021

4th Tuesday, 12:30-1:30 pm, Zoom Conference

QUORUM 7/12 voting members present

APPROVAL OF MINUTES

1. MSC approval of the minutes from the March 30, 2021 meeting.

Scheduled Meetings: May 25, 2021

6) Study Abroad Committee – February 25, 2021

4th Thursday, 12:30-1:30 pm, Zoom Conference

QUORUM [6] 8 out of 9 voting members present

APPROVAL OF MINUTES

1. MSC to approve the minutes of the September 24, 2020 Study Abroad Committee Meeting.
Unanimous approval.

MOTIONS APPROVED

2. MSC to postpone the Study Abroad Programs to Australia/New Zealand, Ireland/England, Armenia, and Bali/Cambodia from 2022 to 2023.
3. MSC to allow to move forward the Study Abroad Programs to Italy (Winter 2022) and France (Summer 2022) as planned until they are reassessed in the April or May 2021 Study Abroad Committee Meeting

Scheduled Meetings: May 27, 2021

IV. STUDENT AFFAIRS COMMITTEE * – May 19, 2021

3rd Wednesday, 1:00-2:00 pm, Zoom Conference

QUORUM 21/26 voting members present; 2/3 resources

APPROVAL OF MINUTES

1. It was MSC that the minutes of March 17, 2021 be approved.

REPORTS

2. Mr. Drew Sugars gave a presentation on the development of the College's wayfinding project and development of new GCC logo and mascot.
3. Dr. Christina Tangalakis provided an update on AB 19 funding at GCC and the GCC Promise.
4. Dr. Drew Yamanishi provided a report to the committee on the Multiple Measures Placement Project.
5. Dr. Tzoler Oukayan provided a report to the committee on the plans for Commencement 2021.
6. Ms. Meg Chil-Gevorkyan provided an update to the committee on the new onboarding process for Dual Enrollment students which will go into effect in June 2021.

Scheduled Meetings: September 15, 2021

SUBCOMMITTEES OF THE STUDENT AFFAIRS COMMITTEE:

1) International Students Committee – November 16, 2020

Meets once per academic year.

QUORUM [9] voting members; 1 resource; 1 guest

APPROVAL OF MINUTES

1. MSC to approve October 8, 2020 minutes with no changes

REPORTS

2. International Student Program Update
 - a. Glendale Community College currently has approximately 330 F-1 visa international students in Fall 2020 – a reduction from spring 2020 largely due to COVID-19.
 - b. The International Student Office continues to maintain contact with students via bi-weekly newsletters.
3. Committee discussed the “Open Doors” Census Report from academic year 2019/2020.
 - a. College and university enrollment in the United States is down nearly 40%.
 - b. Glendale College ranked 34 out of the top 40 community colleges in the nation who are enrolled international students.
4. It was reported that the international student population will be eligible for funds from the second phase of the CARES Act. Additionally, a \$20,000 grant has been establishing for international students in need of funding beyond CARES Act money.
5. International Education Week events were announced.

Scheduled Meetings: May 5, 2021

2) Multicultural & Community Engagement Committee – April 8, 2021

2ND Thursday, 12:30 pm – 1:30 pm, Zoom Conference

QUORUM [8] voting members; 2 resources; 1 guest

APPROVAL OF MINUTES - none were approved

REPORTS

1. SPARK Mentors for Summer Bridge - Recruitment
 - MCEC is recruiting SPARK Peer mentors for the Summer Bridge Program 2021
2. MCEC Event Feedback Form
 - The form was implemented in the beginning of the Spring 2021 semester. Any event that MCEC hosts, the attendees are asked to submit a feedback form. This will help us improve our programs
3. DEI Senate Sub-Committee (Diversity, Equity and Inclusion)
 - Hoover shared notes for the DEI's initiatives and what the website will include
4. Armenian Genocide Commemoration 2021
 - Organized by the Planning Committee in collaboration with Student Equity, MCEC Associated Student and the Armenian Student Association
 - Theme (Resiliency after Genocide: Healing Through Community)
 - Starting Monday, April 19 to Friday, April 30 (2 weeks)
5. Estudiantes Unidos Project for 2021
 - Estudiantes Unidos members brainstormed ideas and chose to curate and offer three career panels featuring LatinX individuals in various careers.
6. Scholarships (Pride, CSI, and Martin Chino Scholarships)
 - Pride Scholarships established last year – 1st time we are giving the scholarship with the help of ASGCC donation.
7. AAPI Webpage

- MCEC developed an Asian American/Pacific Islander (AAPI) Resource Page
8. MLK/Black History Month
- Extended Black History Month - started in January and ended in February
 - Starting with MLK Breakfast and Ending with Dr. Elliot Stone's "*Celebration, Not Lamentation*" presentation
 - There were approximately 600 attendees over the course of the 10 events
9. DREAM Resource Center Report
- Anthony Garcia updated on DREAM Resource Center plans/workshops/events and scholarship fundraising efforts.

Scheduled Meetings: May 13, 2021

3) Placement and Assessment Committee – April 8, 2021

2nd Thursday, 2:00-3:00 pm, Zoom Conference

QUORUM 16/19 voting members present

APPROVAL OF MINUTES

1. MSC to approve the March 11, 2021 minutes.

Scheduled Meetings: TBD

4) Student Fees and Tuition Committee – Last meeting reported February 10, 2021

2nd Wednesday 2:00-3:30 pm, Zoom Conference

Scheduled Meetings: May 12, 2021

5) Technology Mediated Services Committee (TMS) – April 6, 2021

Meets as needed, contact Chair

QUORUM 9/10 voting members present; 1/3 resource

APPROVAL OF MINUTES

1. MSC to approve the minutes of March 2, 2021.

MOTIONS APPROVED

2. It was MSC to prepare the final report from the technology survey to present at the final Student Affairs Committee for academic year 2020/2021.

Scheduled Meetings: May 4, 2021

V. ADMINISTRATIVE AFFAIRS COMMITTEE* – May 11, 2021

2nd Tuesday, 11:00 am–12:20 pm, Zoom Conference

QUORUM (9) 14/16 voting members present; 2 Resource non-voting members

APPROVAL OF MINUTES

1. MSC to approve the Admin Affairs Committee minutes of March 9, 2021, as presented.
 - a. Note: did not meet in April due to spring break

MOTIONS APPROVED

2. MSC to approve the following Consent Calendar as presented:
 - a. Campus Development: March 4, 2021; April 1, 2021
 - b. Environment and Sustainability Committee: March 3, 2021; April 7, 2021
 - c. Safety Committee: November 18, 2020; February 24, 2021; March 17, 2021
3. MSC to approve BP 3710 (new) Security of Copyright) as presented.
4. MSC to approve AR 3500 Campus Safety (revised), as 1st and 2nd Read
5. MSC to approve AR 3500, with language that if a more appropriate AR is identified it will be reviewed again.

6. MSC to approve the following BPs and ARs as 1st and 2nd Read.
7. MSC to approve the following Board Policies and Administrative Regulations as presented:
 - a. BP 7160 Professional Development
 - b. BP 7163 Professional Growth (recommend deleting)
 - c. BP 7210 Academic Employees (NEW)
 - d. BP 7211 Credentials (recommend deleting)
 - e. BP 7213 Status of Employees (recommend deleting)
 - f. BP 7218 Appointment (recommend deleting)
 - g. BP 7221 Tenure Review Process (recommend deleting)
 - h. BP 7228 Interim/Relief/Substitute/Intermittent Employees (recommend deleting)
 - i. BP 7230 Classified Employees
 - j. BP 7232 Classification (recommend deleting)
 - k. BP 7238 Duties of Classified Personnel (recommend deleting)
 - l. BP 7240 Confidential Employees (NEW)
 - m. BP 7250 Educational Administrators
 - n. BP 7270 Student Workers (recommend deleting)
 - o. BP 7330 Communicable Disease (NEW)
 - p. BP 7331 Drug free Workplace (recommend deleting)
 - q. BP 7332 Health Services and Procedures Academic and Classified Employees (recommend deleting)
 - r. BP 7337 Background Investigation and Fingerprinting (recommend deleting)
 - s. BP 7369 Layoff/Rehire (recommend deleting)
 - t. BP 7400 Travel
 - u. BP 7510 Domestic Partner (NEW)
 - v. BP 7700 Whistleblower Protection
 - w. AR 7110 Delegation of Authority (NEW)
 - x. AR 7125 Verification of Eligibility for Employment (NEW)
 - y. AR 7126 Applicant Background Check (NEW)
 - z. AR 7145 Personnel Files (NEW)
 - aa. AR 7150 Evaluation (NEW)
 - bb. AR 7152 Philosophy and Purpose of Performance Appraisal (recommend deleting)
 - cc. AR 7160 Professional Development
 - dd. AR 7228 Interim Relief Substitutes Interims (recommend deleting)
 - ee. AR 7231 General Provisions (recommend deleting)
 - ff. AR 7232 Classification
 - gg. AR 7236 Substitute and Short Term Employees (NEW)
 - hh. AR 7236 Transfer (recommend deleting)
 - ii. AR 7251 Administrative Retreat Rights
 - jj. AR 7230 Definitions
 - kk. AR 7280 Off Duty Work (recommend deleting)
 - ll. AR 7336 Certification of Freedom from Tuberculosis (NEW)
 - mm. AR 7337 Fingerprinting (NEW)
 - nn. AR 7343 Industrial Accident and Illness Leave (NEW)
 - oo. AR 7351 Employee Separation from District
 - pp. AR 7371 Personal Use of Public Resources (NEW)
 - qq. AR 7384 Employee Assistance Program (recommend deleting)
8. MSC to approve BP 7260 Classified Supervisors and Managers (NEW), with the following change: Remove 'of' in the 4th paragraph, to read.... 'contract based on the following:'

MOTIONS TABLED

9. MST to table Injury Form (Revised per AA Dec meeting request) and return it to Safety Committee with the following recommendation of title: Student/Visitor Report of Injury.
10. MST to table the following BP and AR for review by the Guild first:
 - a. BP 7370 Political Activity (NEW)
 - b. AR 7370 Political Activity (NEW)

Scheduled Meetings: September 14, 2021

SUBCOMMITTEES OF THE ADMINISTRATIVE AFFAIRS COMMITTEE:

1) Campus Development Committee – March 4, 2021

1st Thursday, 12:30 p.m. – 1:30 p.m., Zoom Conference

QUORUM 12/12 voting members present; 3 Resource non-voting members; 11 guests

APPROVAL OF MINUTES

1. MSC to approve the minutes of November 5, 2020.

REPORTS

2. Update on existing projects.
3. New Science building – out for bid.
4. Montrose campus – on hold.

Campus Development Committee – April 1, 2021

1st Thursday, 12:30 p.m. – 1:30 p.m., Zoom Conference

QUORUM 12/16 voting members present; 4 Resource non-voting members; 2 guests

APPROVAL OF MINUTES

1. MSC to approve the minutes of March 2, 2021.

MOTIONS APPROVED

2. MSC: motion carried unanimously. Administrative Affairs will be informed that the Campus Development Committee is in support of moving forward with the project [Head Start Construction Project].

REPORTS

3. Reopening - Limited return to campus is in planning stages (planning for a 2022 reopening).

Scheduled Meetings: May 6, 2021

2) Environment & Sustainability Committee – March 3, 2021

1st Wednesday, 12:30 p.m. – 1:30 p.m., Zoom Conference

QUORUM 9/10 voting members present

APPROVAL OF MINUTES - none

REPORTS

1. Hydrogen Fuel Cells were approved. In the process of getting an interconnection agreement with GWP.
2. The search for locations for solar generation within GWP limits.

Environment & Sustainability Committee – April 7, 2021

1st Wednesday, 12:30 p.m. – 1:30 p.m., Zoom Conference

QUORUM 9/10 voting members present; 1 Resource non-voting member

APPROVAL OF MINUTES

1. MSC approval of the March 3, 2021 minutes.

REPORTS

2. Construction update - For accurate and timely status of all construction projects, visit capitalimprovements.glendale.edu
3. Updates on hydrogen fuel cell, and utility management.
4. Student housing is not supported at the Garfield location due to significant community resistance.

Scheduled Meetings: May 5, 2021

3) **Safety Committee – November 18, 2020**

3rd Wednesday, 11:00am-12:00pm, Zoom Conference

QUORUM 12/14 voting members present; 4 Resource non-voting members

APPROVAL OF MINUTES

1. MSC to approve the minutes of October 21, 2020.

MOTIONS APPROVED

2. MSC: motion carried unanimously. Administrative Affairs will be informed that the Campus Development Committee is in support of moving forward with the project [Head Start Construction Project].

REPORTS

3. Crime reports - Statistics distributed to committee members via email.
4. Student Accident report - Because of campus closure, no incidents reported.
5. Report of Injury form - Laura Matsumoto sent the Report of Injury Form draft to Merrilee Ahaus for Dr. Culpepper to present at the next Administrative Affairs meeting.

Safety Committee – February 24, 2021

3rd Wednesday, 11:00am-12:00pm, Zoom Conference

QUORUM 8/10 voting members present; 3 Resource non-voting members

APPROVAL OF MINUTES

1. MSC to approve the minutes of November 18, 2020.

MOTIONS APPROVED

2. MSC: motion carried unanimously. Administrative Affairs will be informed that the Campus Development Committee is in support of moving forward with the project [Head Start Construction Project].

REPORTS

3. Safety trainings are on-going virtually 2x's a month for Facilities staff.
4. Crime reports - Statistics will be distributed to committee members via email by next meeting.
5. Student Accident report - Because of campus closure, no incidents reported.
6. Report of Injury form - Statistics will be distributed to committee members via email by next meeting.
7. Laura Matsumoto to follow-up with Victoria Simmons re: HR procedures to provide employees with proof of employment for vaccine tier status.

Safety Committee – March 17, 2021

3rd Wednesday, 11:00am-12:00pm, Zoom Conference

QUORUM 11-12 voting members present; 3 Resource non-voting members

APPROVAL OF MINUTES

1. MSC to approve the minutes of February 24, 2021.

MOTIONS APPROVED

2. MSC: motion carried unanimously. Administrative Affairs will be informed that the Campus Development Committee is in support of moving forward with the project [Head Start Construction Project].

REPORTS

3. Safety trainings are on-going virtually 2x's a month for Facilities staff.
4. Crime reports – February statistics were distributed to committee members via email by next meeting.
5. Student Accident report - Toni Reyes presented the report.
6. Nicole Hise to follow up with Chief of Fire Academy regarding any potential safety training for staff.
7. Joel Peterson will get plans out to address DSPS issues that may arise with paths of travel due to construction of new science building.
8. Susan Courtney reported that the Way Finding project is in progress.
9. The Safety committee recommends that the security camera project remain a priority item and that alternate funding sources be sought in the future to complete the camera project.

Scheduled Meetings: April 21, 2021

Respectfully submitted by Frankie Strong, Governance Office