

**GLENDALE COMMUNITY COLLEGE DISTRICT**

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

**SPECIAL BOARD OF TRUSTEES MEETING NO. 2**

The special board meeting of the Glendale Community College District Board of Trustees was called to order by Dr. Hacopian at 9:09 a.m. on Friday, July 30, 2021 via teleconference, due to the Governor's stay-home order and commitment to practice social distancing.

Trustees Present:

Mr. Sevan Benlian  
 Ms. Yvette V. Davis  
 Dr. Armine Hacopian  
 Ms. Desir e Portillo Rabinov  
 Ms. Ann H. Ransford

Absent:

Ms. Diana Morales, ST

Administrators Present:

Dr. David Viar  
 Dr. Anthony Culpepper

Governance:

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

**PLEDGE OF ALLEGIANCE**

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

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

No comments presented.

**STUDY SESSIONS**

## 1. Hispanic/Latinx Students Outreach and Success Initiatives

Yeranui Barsegyan, Student Equity, Hoover Zariani, Multicultural and Community Engagement Center, Meg Chil-Gevorkyan, Student Outreach Services and Michael Davis, Office of Hispanic-Serving Initiatives (OHSI) provided an overview of services available for Hispanic/Latinx students to assist them to enroll at GCC and identify and achieve their educational goals. Services highlighted were presented in relation to their connection to the four pillars of Guided Pathways efforts at GCC: clarify the path (outreach, Summer Bridge), enter the path (Early College Academy, First Year Experience, Latinx Family Welcome Event, Early College Acceptance Program), stay on the path La Comunidad, Mentoring Men of Color, and Estudiantes Unidos), ensure learning and complete the path (Equity-Minded Practitioner Certificate, Team Internships, and Latinx Resource Directory).

Board members praised these significant efforts and asked about the number of students participating in the various efforts, if data showed improved success rates for those participating, the effect of the Early College Academy are future enrollment at GCC, how businesses are identified to participate in the internship and mentoring efforts, and the potential for further growth in these programs and services.

## 2. Distance Education Update

## 3. CANVAS Learning Management Systems

Piper Rooney, Coordinator, Distance Education (DE) and Katie Datko, Instructional Designer of Online, Distance Education, Instructional Technology, Library & Learning Support Services presented an overview of Distance Education (Study Session 2) and the

## **STUDY SESSIONS - continued**

### Distance Education Update/CANVAS Learning Management Systems

CANVAS Learning Management System (Study Session 3). Highlighted for distance education were: the significant growth and improved success rates in distance education courses since Fall 2017; policies and procedures changes supported by the faculty that have enhanced the distance education learning environment; major accomplishments related to GCC's involvement in the statewide California Virtual Campus; and expanded and successful required professional development and training for distance education teaching.

Also highlighted were the instructional technology systems and tools being used for learning management, communication, proctoring, plagiarism checking, accessibility, conferencing, interactive activities, and digital badging. It was noted that 95% of GCC students are using the Canvas system used by the faculty for course content, communication, and assessments of learning. Board members were provided a Canvas shell with additional resources and examples of materials for review after the special meeting so they could experience first-hand how Canvas can be used by teachers and students.

Members expressed appreciation for the many advances that have occurred at GCC regarding distance education. Questions were asked about student information and identification security, clarity as to the definitions of distance education, why there is perceived reluctance for math and science classes to be taught online, and what role the board could play in supporting an effort to assure more degrees and certificates could be achieved fully through distance education.

## **RECESS**

### 4. College Budget and Fiscal Projections

Anthony Culpepper, Executive Vice President of Administrative Services, provided an overview of the preliminary budget analysis presented in a written report provided the Board, highlighted the basics of the state funding formula for community colleges, and identified certain issues and how they impact the budget for 2021-2022 health insurance JPA, labor costs, 50% law, COLA, federal funding, cash flow needs, and District policy regarding end-of-year cash balances. He noted work would be continuing on developing the final budget to be presented for Board action in September.

### 5. Board Evaluation

Board members received and reviewed the Board Policy on assessing its performance as a Board, the results of a survey of the faculty and staff regarding board performance in five areas, a listing of the accomplishments achieved related to the Board Focus Areas for 2020-2021, and the results of the trustee evaluation survey completed by each of the five board members addressing 34 areas of board roles and responsibilities. Among comments by Board members were: value to adding a "not observed" response option for each of the 34 assessment questions, a need for improvement in new member orientation in the future, recognition of working well together during the challenges of all remote meetings during the pandemic, appreciation for the positive relations with the superintendent/president and college leaders.

### 6. Board and Superintendent/President Focus Areas for 2021-2022

The Board reviewed the 2020-2021 Board/Superintendent Focus Areas, Outcome Measures, and Accomplishments and discussed possible deletions, modifications, and additions. Members discussed: the level of ending year cash balance and if the 6% policy should be reconsidered; the importance of emphasizing the value of hiring a diverse workforce; the need for a debriefing report at the conclusion of the pandemic to

**STUDY SESSIONS - continued**

Board and Superintendent/President Focus Areas for 2021-2022

help guide decisions in the future; the need to stay focused on the impact to GCC of the Student Centered Funding Formula when the hold-harmless provisions are no longer in place; and the importance of increasing attention to, and expansion of, distance education.

It was agreed revisions to the Focus Areas would be would be presented for action at the August 17 board meeting.

**COMMENTS FROM THE AUDIENCE ON ANY SUBJECT**

No comments presented.

**ADJOURNMENT**

Hacopian adjourned the meeting at 2:25 p.m.

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Board of Trustees President

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Board of Trustees Clerk

Board of Trustees Special Meeting, July 30, 2021  
Minutes recorded by Debra Kallas, Executive Assistant to the Superintendent/President and the Board of Trustees.  
Minutes approved at the Regular Board of Trustees Meeting, August 17, 2021.