

**Glendale Community College**  
**GOVERNANCE UPDATE**  
**AUGUST 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 **July 1, 2021 and August 1, 2021**. The College Executive Committee reviewed these items during their **August 10, 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 \* – August 10, 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/Schlossman) to approve the College Executive minutes of May 11, 2021 as presented.

**MOTIONS APPROVED**

2. MSC - (Haraldson/Culpepper) to approve Second Reading Reports 7.a. – 7.h.
  - a) Administrative Regulation 2410: Board Policies and Administrative Regulations (revised)
  - b) Administrative Regulation 3520: Local Law Enforcement (revised)
  - c) Board Policy 3710: Security of Copyright (new)
  - d) Board Policy 4400: Community Services Programs (no change)
  - e) Administrative Regulation 4400: Community Services (new)
  - f) Board Policy 5150: Extended Opportunity Programs and Services (revised)
  - g) Administrative Regulation 5150: Extended Opportunity Programs and Services (new)
  - h) Board Policy 7341: Leave of Absence {revised and title change to Sabbatical Leaves (Academic Management Personnel)}
3. MSC - (Schlossman/Ritterbrown) to adopt the use of IGETC/CSU Breadth general education patterns in lieu of local general education requirements for those students who intend to transfer. Students are still required to complete their major requirements, but they can choose their general education requirements to align with their ultimate goals.

**REPORTS**

4. Review and receipt of subcommittee minutes:
  - a. Budget Committee - Minutes of April 27, 2021, and May 13, 2021
  - b. College Computer Coordinating Committee – No minutes reported.
  - c. Enrollment Management – Minutes of April 21, 2021
  - d. Equal Employment Opportunity - No minutes reported.
  - e. Governance Review Committee - Minutes of May 2, 2021
  - f. Released Time Extra Pay – Minutes of April 23, 2021
  - g. Professional Development – Minutes of March 25, 2021, and April 23, 2021

- 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 June 15, 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.

**Scheduled Meetings:** Met on July 13, 2021, actions will be reported in the next Governance Update.

**SUBCOMMITTEES OF THE COLLEGE EXECUTIVE COMMITTEE:**

**1) Budget Committee – May 25, 2021**

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

**QUORUM** 8/10 voting members present; 1 Resource non-voting member; 23 guests

**APPROVAL OF MINUTES**

- 1. MSC – Minutes of May 13, 2021

**REPORTS**

Anthony shared the 'May Revise' PowerPoint presentation of the state budget with the committee.

**Budget Committee – June 22, 2021**

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

**QUORUM** 5/10 voting members present; 2 Resource non-voting members; 17 guests

**APPROVAL OF MINUTES**

Will be approved at the next meeting that meets quorum.

**MOTIONS APPROVED**

Quorum not met, therefore only discussion occurred at this meeting; no action taken.

**MOTIONS TABLED**

- 1. Approval of Minutes of May 25, 2021.

**REPORTS**

- 2. 2021-2022 Budget Draft, Cash Analysis and the Governor's Budget Update.
- 3. The Governor's budget comes out around June 30<sup>th</sup>. It was decided that Anthony would send out an update to committee members rather than hold a meeting on July 8<sup>th</sup>.

**Scheduled Meetings:** July 27, August 12

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

3<sup>rd</sup> Thursday, 12:30-1:30 pm, Zoom Conference

**Scheduled Meetings:** Fall 2021

**3) Enrollment Management Committee – Last meeting reported April 21, 2021**

2<sup>nd</sup> Wednesday, 12:20-1:20 pm, Zoom Conference

Met on May 12, 2021, report is forthcoming. *These minutes will be reviewed by the College Executive Committee during the next scheduled meeting.*

**Scheduled Meetings:** Fall 2021

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

4<sup>th</sup> Thursday, 12:30-1:30 pm, Zoom Conference

**Scheduled Meetings:** Fall 2021

**5) Governance Review Committee (GRC) – Last meeting reported June 1, 2021**

1<sup>st</sup> Tuesday, 1:40-2:40 pm, Zoom Conference

**Scheduled Meetings:** September 7, 2021

- 6) **Professional Development Committee** – Last meeting reported March 18, 2021  
3<sup>rd</sup> Thursday, 12:30-1:30 pm, Zoom Conference  
**Scheduled Meetings:** May 20, 2021
- 7) **Released Time Extra Pay Committee (RTEP)** – Last meeting reported May 28, 2021  
4<sup>th</sup> Friday, 10:00-11:00 am, Zoom Conference  
**Scheduled Meetings:** September 24, 2021
- 8) **Student Equity & Achievement Committee (SEA)** – Last meeting reported April 23, 2021  
4<sup>th</sup> Friday, 1:00pm-2:00 pm, Zoom Conference  
Met on May 28, 2021, report is forthcoming. *These minutes will be reviewed by the College Executive Committee during the next scheduled meeting.*  
**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  
2<sup>nd</sup> Monday, 12:15pm-1:30 pm, Zoom Conference  
Met on May 10, 2021, report is forthcoming.  
**Scheduled Meetings:** Fall 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 the IPCC during the next scheduled meeting.*  
**Scheduled Meetings:** Fall 2021
- 2) **Program Review Committee** – Last meeting reported April 20, 2021  
3<sup>rd</sup> Tuesday, 1:30–2:30 pm, Zoom Conference  
Met on May 18, 2021, report is forthcoming. *These minutes will be reviewed by the IPCC during the next scheduled meeting.*  
**Scheduled Meetings:** Fall 2021

- III. **ACADEMIC AFFAIRS COMMITTEE \*** - Last meeting reported June 16, 2021  
3<sup>rd</sup> Wednesday, 2:00-4:00 pm, Zoom Conference  
**Scheduled Meetings:** September 15, 2021

**SUBCOMMITTEES OF THE ACADEMIC AFFAIRS COMMITTEE:**

- 1) **Academic Calendar Committee** – Last meeting reported May 27, 2021  
Meets as needed  
**Scheduled Meetings:** October 28, 2021
- 2) **Baja Program Committee** – Last meeting reported May 19, 2021  
Meets twice per academic year  
**Scheduled Meetings:** Fall 2021

- 3) **Graduation Requirements Committee** – Last meeting reported April 2, 2021  
Meets as needed  
**Scheduled Meetings:** TBD
- 4) **Library and Information Competency Committee** – Last meeting reported May 27, 2021  
4<sup>th</sup> Thursday, 12:30-1:30 pm, Zoom Conference  
**Scheduled Meetings:** September 2021
- 5) **Scholars Program Committee** – Last meeting reported May 25, 2021  
4<sup>th</sup> Tuesday, 12:30-1:30 pm, Zoom Conference  
**Scheduled Meetings:** September 28, 2021
- 6) **Study Abroad Committee** – Last meeting reported February 25, 2021  
4<sup>th</sup> Thursday, 12:20-1:30 pm, Zoom Conference  
**Scheduled Meetings:** Fall 2021

**IV. STUDENT AFFAIRS COMMITTEE \*** – Last meeting reported May 19, 2021  
3<sup>rd</sup> Wednesday, 1:00-2:00 pm, Zoom Conference  
**Scheduled Meetings:** September 15, 2021

**SUBCOMMITTEES OF THE STUDENT AFFAIRS COMMITTEE:**

- 1) **International Students Committee** – Last meeting reported November 16, 2020  
Meets once per academic year.  
Met on May 5, 2021, report is forthcoming. *These minutes will be reviewed by the Student Affairs Committee during the next scheduled meeting.*  
**Scheduled Meetings:** Fall 2021
- 2) **Multicultural & Community Engagement Committee** – Last meeting reported April 8, 2021  
2<sup>ND</sup> Thursday, 12:30 pm – 1:30 pm, Zoom Conference  
Met on May 13, 2021, report is forthcoming. *These minutes will be reviewed by the Student Affairs Committee during the next scheduled meeting.*  
**Scheduled Meetings:** Fall 2021
- 3) **Placement and Assessment Committee** – Last meeting reported April 8, 2021  
2nd Thursday, 2:00-3:00 pm, Zoom Conference  
**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:** September 9, 2021
- 5) **Technology Mediated Services Committee (TMS)** – Last meeting reported April 6, 2021  
Meets as needed, contact Chair  
Met on May 4, 2021, report is forthcoming. *These minutes will be reviewed by the Student Affairs Committee during the next scheduled meeting.*  
**Scheduled Meetings:** Fall 2021

**V. ADMINISTRATIVE AFFAIRS COMMITTEE\* – Last meeting reported May 11, 2021**  
2<sup>nd</sup> Tuesday, 11:00 am–12:20 pm, Zoom Conference  
**Scheduled Meetings:** September 14, 2021

**SUBCOMMITTEES OF THE ADMINISTRATIVE AFFAIRS COMMITTEE:**

- 1) **Campus Development Committee** – Last meeting reported April 1, 2021  
1<sup>st</sup> Thursday, 12:30 p.m. – 1:30 p.m., Zoom Conference  
Met on May 6, 2021, report is forthcoming. *These minutes will be reviewed by the Administrative Affairs Committee during the next scheduled meeting.*  
**Scheduled Meetings:** Fall 2021
- 2) **Environment & Sustainability Committee** – Last meeting reported April 7, 2021  
1<sup>st</sup> Wednesday, 12:30 p.m. – 1:30 p.m., Zoom Conference  
Met on May 5, 2021, report is forthcoming. *These minutes will be reviewed by the Administrative Affairs Committee during the next scheduled meeting.*  
**Scheduled Meetings:** Fall 2021
- 3) **Safety Committee** – Last meeting reported March 17, 2021  
3<sup>rd</sup> Wednesday, 11:00am-12:00pm, Zoom Conference  
Met on April 21, 2021, report is forthcoming. *These minutes will be reviewed by the Administrative Affairs Committee during the next scheduled meeting.*  
**Scheduled Meetings:** May 2021

*Respectfully submitted by Frankie Strong, Governance Office*