



**Glendale Community College District  
1500 North Verdugo Road  
Glendale, California 91208**

**BOARD OF TRUSTEES**

# **Agenda**

**Meeting No. 6  
Regular Board Meeting  
Tuesday, November 16, 2021 at 5:00 p.m.**

**GLENDALE COMMUNITY COLLEGE DISTRICT**

1500 North Verdugo Road

Glendale, California

(818) 240-1000

*Vision*

*Glendale Community College is the Greater Los Angeles Region's premier learning community where all students achieve their informed educational goals through outstanding instructional and student services, a comprehensive community college curriculum, and educational opportunities found in few community colleges.*

**BOARD OF TRUSTEES MEETING NO. 6**

Kreider Hall, San Rafael Building

Pursuant to AB 361 (California Government Code §54953), members of the Board of Trustees of Glendale Community College District, staff, and the public will be able to participate in the regular Board meeting in person or via videoconference.

To attend via videoconference, you may use the following link: <https://www.glendale.edu/about-gcc/board-of-trustees/live-meetings>. For those who wish to attend in person, the meeting will be held in the regular board meeting location in Kreider Hall, San Rafael building on the Verdugo campus. In order to protect the health and safety of participants attending in person, individuals will be expected to follow social distancing protocols.

**Tuesday, November 16, 2021 at 5:00 p.m.**

**AGENDA**

**ITEM**

**PAGE**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**CERTIFICATION OF COMPLIANCE**

To accommodate the requirement of Government Code §54954.2, it is hereby declared that the agenda for the meeting was posted 72 hours prior to this meeting at the following locations:

- At three locations in the Administration Building at Glendale Community College;
- In the display case on the outside wall of the San Gabriel Building at Glendale Community College.
- On the window adjacent to the main office entrance on the top floor of the Tropico Building on the Garfield Campus;
- On display at the front door entrance of the Professional Development Center;
- At <http://www.glendale.edu/boardoftrustees>.

In accordance with the Brown Act revisions, any writings relating to open session agenda items and distributed to all or a majority of all Board Members within 72 hours prior to a regular meeting, or within 24 hours prior to a special meeting, shall be made available for inspection by the public in the Office of the Superintendent/President, John A. Davitt Administration Building, AD 106, 1500 N. Verdugo Road, Glendale, CA 91208 during regular business hours. When possible, such writings may also be posted on the District's website: [www.glendale.edu/boardoftrustees](http://www.glendale.edu/boardoftrustees).

***Individuals who require disability related accommodations or modifications, including but not limited to an American sign language interpreter, accessible seating or documentation in accessible formats, should contact the Superintendent/President's office by noon of the business day preceding the Board meeting. Please call (818) 551-5105.***

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

ADDRESSING THE BOARD OF TRUSTEES – The public may address the Board of Trustees on any agenda item in person or via email to [comms@glendale.edu](mailto:comms@glendale.edu) sent no later than 4:00 p.m. the day of the meeting. For email communications, please indicate your request to comment on a Board agenda item and identify the specific item. To speak in person a “Request to Speak” card must be submitted at the meeting.

All submissions received are considered a public record under the Public Records Act and subject to public disclosure. Email submissions will be read into the record at the Board meeting and must stay within the five (5) minute time limit and no more than twenty (20) minutes will be allotted for a specific item, except by unanimous consent of the Board. Those speakers attending in person must comply with the time limit guidelines.

### RESOLUTIONS – ACTION

1. Resolution No. 13-2021-2022: Board of Trustees Absence 6  

The Superintendent/President recommends that the Board of Trustees adopt Resolution No. 13-2021-2022 which specifies that a trustee be compensated for absence as indicated.

### INFORMATIONAL REPORTS - NO ACTION

1. First Quarter Budget Balances as of September 30, 2021 8
2. First Quarter Financial Status Report 21
3. Glendale College Foundation – Statement of Financial Position, Income Statement and First Quarter Report of Donations, September 30, 2021 25
4. Enrollment Update 30
5. Measure GC Funds Balances and Schedule Update 33
6. Guided Pathways Update 35
7. Vaccination Mandate Implementation Update 52
8. Protecting Institutional Assets 53  
Calvin Madlock, Chief Information Systems Officer

### CONSENT CALENDAR - ACTION

All items under Consent Calendar are considered to be of a routine nature and are acted on with one motion. Any recommendation may be removed from the Consent Calendar at the request of any Board Member and placed under New Business Reports/Action.

1. Approval of Minutes - Regular Board Meeting of October 19, 2021 64  

The Superintendent/President recommends that the Board of Trustees approve the regular Board meeting minutes of October 19, 2021.
2. Warrants - District Funds October 1, 2021 through October 31, 2021 70  

The Superintendent/President recommends that the Board of Trustees approve warrants issued during the month of October 2021 totaling \$28,832,471.71.

## CONSENT CALENDAR – ACTION - continued

3. Contract Listing and Purchase Order Listing – October 1, 2021 through October 31, 2021 76

The Superintendent/President recommends that the Board of Trustees approve the contract listing and purchase order listing issued during the month of October 2021 totaling \$14,376,491.10.

4. Revised Courses and Programs 95

The Superintendent/President recommends that the Board of Trustees approve the revised courses and programs as presented.

### Revised Courses

ANTHRO 101, 102, 102H	MATH 30, 30+
BIOL 298	NS 277
ECON 101, 102, 102H, 127	PHILO 101
HIST 111, 111H, 117, 118, 118H	PHOTO 140, 142, 144, 146
HLTH 104	POL S 101
HRM 222	PSYCH 101, 101H, 170
KIN 100	SOC 101, 101H, 108
LING 101, 102	

### Revised Programs

MOA - Administrative Medical Assistant AS Degree and Certificate  
MUSIC - Music AA Degree  
MUSIC - Music AS Degree and Certificate  
PHOTO - Photography AA Degree

5. Proposed New Programs 99

The Superintendent/President recommends that the Board of Trustees approve the new programs as presented.

Photography - Digital Photography AS Degree  
Photography - Digital Photography Certificate  
Photography - Digital Photography Technician Certificate  
Photography - Drone Photography Certificate  
Photography - Photographic Lighting Certificate  
Photography - Traditional Photography Certificate

6. Staffing Report No. 5 – Academic, Classified, Administrators, All Other Temporary Employee Actions and Student Employee Reports 116

The Superintendent/President recommends that the Board of Trustees confirm the following reports:

Academic Report	Administrators Report	Student Employee Report
Classified Report	All Other Temporary Employee Actions Report	

## NEW BUSINESS REPORTS - ACTION

1. Superintendent/President Search 125

The Superintendent/President recommends that the Board of Trustees:

- review the:
  - Job Profile, including Priority Issues of Importance for Glendale Community College, Leadership Qualities Expected, Personal Characteristics, and Minimum and Desirable Qualifications;
  - Job announcement; and
  - Timeline; and
- approve moving to the next stage of the search and selection process.

## NEW BUSINESS REPORTS – ACTION - continued

2. Sabbatical Reports for Fall 2020 and Spring 2021

143

The Superintendent/President recommends that the Board of Trustees accept the sabbatical reports for Stacy Jazán and Amy Oliver.

## COLLEGE LEADERS REPORTS

145

1. Academic Senate Representative to the Board
2. Guild Representative to the Board
3. CSEA Representative to the Board
4. Vice Presidents
5. Superintendent/President
6. Associated Students of Glendale Community College
7. Board of Trustees

## BOARD OF TRUSTEES REQUESTS FOR INFORMATION

This is an opportunity for the Board of Trustees to request information.

## COMMENTS FROM THE AUDIENCE – SUBJECT MATTER JURISDICTION OF BOARD ONLY

ADDRESSING THE BOARD OF TRUSTEES – The public may address the Board of Trustees on any agenda item of interest that is within the subject matter jurisdiction of the Board in person or via email to [comms@glendale.edu](mailto:comms@glendale.edu) sent no later than 4:00 p.m. the day of the meeting. For email communications, please indicate your request to comment on a Board agenda item and identify the specific item. To speak in person a “Request to Speak” card must be submitted at the meeting.

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## ADJOURNMENT

## FUTURE DATES

Thursday, November 25 – Saturday, November 27, 2021	Thanksgiving Break – College Closed
Wednesday, December 15, 2021 Tuesday, December 21, 2021 Thursday, December 23, 2021 – Monday, January 3, 2022	End of Fall Semester Regular Board Meeting Winter Break – College Closed
Monday, January 17, 2022 Tuesday, January 18, 2022 Friday, January 28, 2022	Martin Luther King, Jr. Day – College Closed Regular Board Meeting Special Meeting – Winter Retreat
Tuesday, February 15, 2022 Friday, February 18, 2022 Monday, February 21, 2022 Tuesday, February 22, 2022	Regular Board Meeting Lincoln Day – College Closed Washington Day – College Closed Spring Semester Begins
Tuesday, March 15, 2022 Thursday, March 31, 2022	Regular Board Meeting Cesar Chavez Day – College Closed

**FUTURE DATES - continued**

Monday, April 18 – Saturday,  
April 23, 2022  
Tuesday, April 19, 2022  
Sunday, April 24, 2022

Spring Break  
Regular Board Meeting  
Armenian Genocide Remembrance Day

Tuesday, May 17, 2022  
Monday, May 30, 2022

Regular Board Meeting  
Memorial Day – College Closed

Wednesday, June 15, 2022  
Wednesday, June 15, 2022  
Tuesday, June 21, 2022

End of Spring Semester  
Commencement  
Regular Board Meeting

GLENDALE COMMUNITY COLLEGE DISTRICT

November 16, 2021

RESOLUTION NO. 13-2021-2022

TO: Board of Trustees  
SUBMITTED BY: David Viar, Superintendent/President  
PREPARED BY: David Viar, Superintendent/President  
SUBJECT: BOARD OF TRUSTEES ABSENCES

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DESCRIPTION OF HISTORY / BACKGROUND

Pursuant to Education Code Section 72024, district policy provides that a member of the Board may be paid for a meeting when absent if the Board, by resolution, finds that at the time of the meeting, the member is performing services outside the meeting for the District, is ill, on jury duty, or the absence is due to a hardship deemed acceptable by the Board.

COMMITTEE HISTORY

College Executive Committee November 9, 2021

FISCAL IMPACT

\$400.00

RECOMMENDATION

The Superintendent/President recommends that the Board of Trustees adopt Resolution No. 13-2021-2022 which specifies that a trustee be compensated for absence as indicated.

GLENDALE COMMUNITY COLLEGE DISTRICT  
 BOARD OF TRUSTEES ABSENCES  
 RESOLUTION NO. 13-2021-2022

**WHEREAS**, Education Code §72024 governs payments of compensation to trustees, and

**WHEREAS**, that section provides that trustees shall be compensated for board meetings not attended when excused for one of the specified reasons by formal resolution of the Board, and

**WHEREAS**, the Board desires to excuse certain absences: Now, therefore,

**BE IT RESOLVED** that the trustee listed below shall be compensated for the absence as indicated:

Date	Name	Reason for Absence
September 14, 2021	Desirée Portillo Rabinov	Absence Deemed Acceptable

**PASSED AND ADOPTED** as Glendale Community College District Resolution No. 13 - 2021-2022 this 16<sup>th</sup> day of November, 2021 by the following called vote:

AYES \_\_\_\_\_ NOES \_\_\_\_\_ ABSTAIN \_\_\_\_\_ ABSENT \_\_\_\_\_

\_\_\_\_\_  
 Member, Board of Trustees

\_\_\_\_\_  
 David Viar, Superintendent/President



November 16, 2021

**INFORMATIONAL REPORT NO. 1**

TO: Board of Trustees

SUBMITTED BY: David Viar, Superintendent/President

REVIEWED BY: Anthony Culpepper  
Executive Vice President, Administrative Services

PREPARED BY: Amir Nour, Controller

SUBJECT: FIRST QUARTER BUDGET BALANCES AS OF SEPTEMBER 30, 2021

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Attached is a summary report on the operation of the District for the quarter ending September 30, 2021 involving payments, incomes.

The following are significant or unusual cash receipts received during quarter ending September 30, 2021.

<u>Fund</u>	<u>Description</u>	<u>Amount</u>
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**GLENDALE COMMUNITY COLLEGE DISTRICT  
 QUARTERLY STATEMENT OF INCOME AND EXPENDITURES  
 UNRESTRICTED GENERAL FUND 01**

November 16, 2021

		<----- BUDGET ----->		
		AS ADOPTED (1)	CURRENT BUDGET (2)	TRANSACTIONS TO DATE (3)
		<u>          </u>	<u>          </u>	<u>          </u>
<b>INCOME</b>				
	Federal	\$ 1,000	\$ 1,000	\$ -
	State	72,279,191	72,279,191	17,430,230
	Local	<u>38,443,515</u>	<u>38,443,515</u>	<u>2,810,636</u>
	Total Income:	\$ 110,723,706	\$ 110,723,706	\$ 20,240,866
	Transfers In	\$ 57,440	\$ 57,440	\$ -
	Beginning Balance	8,207,369	8,207,369	8,207,369
	General Reserve	<u>-</u>	<u>-</u>	<u>-</u>
<b>TOTAL RESOURCES</b>		<u>\$ 118,988,515</u>	<u>\$ 118,988,515</u>	<u>\$ 28,448,235</u>
<hr/>				
<b>EXPENDITURES</b>				
	Certificated Salaries	\$ 41,399,202	\$ 41,684,203	\$ 2,915,695
	Classified Salaries	22,172,252	22,079,708	3,916,919
	Employee Benefits	28,072,873	28,072,873	1,978,698
	Books/Supplies/Equip. Repl.	585,876	585,876	1,714
	Contracted Services	9,940,033	9,940,033	1,318,096
	Capital Outlay	<u>139,721</u>	<u>139,721</u>	<u>23,588</u>
	Total Expenditures	\$ 102,309,957	\$ 102,502,414	\$ 10,154,710
	Transfers Out	\$ 1,592,645	\$ 4,085,856	\$ -
	Reserve For Contingencies	15,085,913	12,400,245	-
	Fund Balance	<u>          </u>	<u>          </u>	<u>18,293,525</u>
<b>TOTAL EXPENDITURES/ CONTINGENCY &amp; TRANSFERS</b>		<u>\$ 118,988,515</u>	<u>\$ 118,988,515</u>	<u>\$ 28,448,235</u>
<hr/>				
<b>TOTAL APPROPRIATION</b>		\$ 118,988,515	\$ 118,988,515	\$ 28,448,235
<hr/>				

**GLENDALE COMMUNITY COLLEGE DISTRICT  
 QUARTERLY STATEMENT OF INCOME AND EXPENDITURES  
 UNRESTRICTED GENERAL FUND 01**

November 16, 2021

		<----- BUDGET ----->		<--- INCOME RECEIVED --->	
		AS ADOPTED	CURRENT BUDGET	THIS QUARTER	INCOME TO DATE
		(1)	(2)	(3)	(4)
<b>FEDERAL INCOME</b>					
8110	Veterans Education	\$ 1,000	\$ 1,000	\$ -	\$ -
8190	Other Federal Revenue	-	-	-	-
	<b>TOTAL FEDERAL INCOME</b>	<u>\$ 1,000</u>	<u>1,000</u>	<u>-</u>	<u>-</u>
<hr/>					
<b>STATE INCOME</b>					
8610	General Apportionment	\$ 66,238,134	\$ 66,238,134	\$ 5,528,437	\$ 5,528,437
8611	Basic Skills	-	-	-	-
8615	Full Time Faculty Hiring	-	-	502,183	502,183
8616	General Apportionment-P/Y	531,555	531,555	11,721,182	11,721,182
8617	Part Time Parity	295,601	295,601	82,768	82,768
8618	Equalization	-	-	15,866	15,866
8619	Part Time Faculty Ins.	1,403,627	1,403,627	-	-
8624	Board Of Governor's Grant	160,984	160,984	45,076	45,076
8630	Return of Title IV	43,001	43,001	-	-
8656	Block Grant - One Time	-	-	-	-
8672	Homeowners Tax Exemption	70,000	70,000	-	-
8680	Lottery	3,128,060	3,128,060	(465,282)	(465,282)
8690	Misc. Income	-	-	-	-
8691	Mandated Costs	408,229	408,229	-	-
	<b>TOTAL STATE INCOME</b>	<u>\$ 72,279,191</u>	<u>\$ 72,279,191</u>	<u>\$ 17,430,230</u>	<u>\$ 17,430,230</u>
<hr/>					
<b>LOCAL INCOME</b>					
8810	Property Tax, ERAF	14,035,222	\$ 14,035,222	\$ 74,983	\$ 74,983
8811	Property Tax, Secured	11,000,000	11,000,000	-	-
8812	Property Tax, Supplemental	280,000	280,000	56,212	56,212
8813	Property Tax, Unsecured	220,000	220,000	290,228	290,228
8816	Property Tax, Prior Year	200,000	200,000	299,404	299,404
8818	Redevelopment Agency Tax	1,461,549	1,461,549	-	-
8845	Catalog Sales	95	95	-	-
8850	Rents And Leases	22,473	22,473	-	-
8860	Interest	300,000	300,000	29,120	29,120
8861	Interest, Trans	-	-	-	-
8862	Interest, FMV	-	-	65,371	65,371
8890	Other Local Income	1,709,661	1,709,661	25,469	25,469
8891	Delinquent Prop Tax Premium	13,196	13,196	-	-
	<b>TOTAL LOCAL INCOME</b>	<u>\$ 29,242,196</u>	<u>\$ 29,242,196</u>	<u>\$ 840,787</u>	<u>\$ 840,787</u>
<hr/>					
<b>STUDENT CHARGES</b>					
8819	I.D. Card Verification	\$ -	\$ -	\$ -	\$ -
8847	Refund Processing	53,190	53,190	20	20
8869	ASGCC Contribution Credit	192,730	192,730	-	-
8872	Non-Resident Tuition	3,700,000	3,700,000	614,120	614,120
8873	International Application Fee	23,460	23,460	2,040	2,040
8874	Transcripts	156,505	156,505	21,915	21,915
8875	Library Fines	3,510	3,510	-	-
8879	Enrollment Fee	5,071,924	5,071,924	1,331,804	1,331,804
8882	Student ID Cards	-	-	(50)	(50)
8883	Material Fee	-	-	-	-
	<b>TOTAL STUDENT FEES</b>	<u>\$ 9,201,319</u>	<u>\$ 9,201,319</u>	<u>\$ 1,969,849</u>	<u>\$ 1,969,849</u>
<hr/>					
	<b>TOTAL INCOME</b>	<u>\$ 110,723,706</u>	<u>\$ 110,723,706</u>	<u>\$ 20,240,866</u>	<u>\$ 20,240,866</u>
8981	TRANSFERS IN	\$ 57,440	\$ 57,440	\$ -	\$ -
	BEGINNING BALANCE	\$ 8,207,369	\$ 8,207,369	\$ 8,207,369	\$ 8,207,369
	GENERAL RESERVE	\$ -	\$ -	-	-
	<b>TOTAL RESOURCES</b>	<u>\$ 118,988,515</u>	<u>\$ 118,988,515</u>	<u>\$ 28,448,235</u>	<u>\$ 28,448,235</u>

**GLENDALE COMMUNITY COLLEGE DISTRICT  
 QUARTERLY STATEMENT OF INCOME AND EXPENDITURES  
 RESTRICTED GENERAL FUND 03**

November 16, 2021

<-----BUDGET ----->

		AS ADOPTED (1)	CURRENT BUDGET (2)	TRANSACTIONS TO DATE (3)
<b>INCOME</b>				
	Federal	\$ 2,448,329	\$ 2,448,329	\$ 5,584,328
	State	57,664,181	57,664,181	10,264,153
	Local	<u>948,706</u>	<u>948,706</u>	<u>490,710</u>
	Total Income:	\$ 61,061,216	\$ 61,061,216	\$ 16,339,191
	Transfers In	\$ 2,017,498	\$ 2,017,498	\$ -
	Beginning Balance	<u>4,156,978</u>	<u>4,156,978</u>	<u>4,156,978</u>
<b>TOTAL RESOURCES</b>		<u>\$ 67,235,692</u>	<u>\$ 67,235,692</u>	<u>\$ 20,496,169</u>
<hr/>				
	Certificated Salaries	\$ 5,725,245	\$ 5,725,245	\$ 2,448,587
	Classified Salaries	6,289,534	6,289,534	1,287,083
	Employee Benefits	4,750,000	4,750,000	536,232
	Books/Supplies/Equip. Repl.	1,368,447	1,368,447	244,037
	Contracted Services	2,610,967	2,610,967	641,386
	Capital Outlay	1,650,727	1,650,727	67,228
	Financial Aid	<u>32,693,390</u>	<u>32,693,390</u>	<u>-</u>
	Total Expenditures	\$ 55,088,310	\$ 55,088,310	\$ 5,224,553
	Transfers Out	\$ 57,440	\$ 57,440	\$ -
	Reserve For Contingencies	12,089,942	12,089,942	-
	Fund Balance	<u>-</u>	<u>-</u>	<u>15,271,616</u>
<b>TOTAL EXPENDITURES/ CONTINGENCY &amp; TRANSFERS</b>		<u>\$ 67,235,692</u>	<u>\$ 67,235,692</u>	<u>\$ 20,496,169</u>
<hr/>				
<b>TOTAL APPROPRIATION</b>		\$ 67,235,692	\$ 67,235,692	\$ 20,496,169

**GLENDALE COMMUNITY COLLEGE DISTRICT  
 QUARTERLY STATEMENT OF INCOME AND EXPENDITURES  
 RESTRICTED GENERAL FUND 03**

November 16, 2021

	<----- BUDGET ----->		<--- INCOME RECEIVED --->	
	AS ADOPTED (1)	CURRENT BUDGET (2)	THIS QUARTER (3)	INCOME TO DATE (4)
<b>FEDERAL INCOME</b>				
8110 JTPA / WIA	\$ -	\$ -	\$ -	-
8120 Vocational Education	-	-	(135,504)	(135,504)
8128 Teaching American History	-	-	-	-
8129 Network Backbone & Media Proj.	-	-	-	-
8130 College Work Study	-	-	-	-
8140 Pell Administration	-	-	-	-
8160 Seog Administration	-	-	-	-
8170 TANF	-	-	16,325	16,325
8174 Adult Basic Education	1,565,760	1,565,760	(263,160)	(263,160)
8190 Other Federal	-	-	5,961,040	5,961,040
8191 Title V-H.S.I.	880,902	880,902	7,023	7,023
8192 National Science Foundation	1,667	1,667	(1,396)	(1,396)
8193 NASA	-	-	-	-
<b>TOTAL FEDERAL INCOME</b>	<b>\$ 2,448,329</b>	<b>\$ 2,448,329</b>	<b>\$ 5,584,328</b>	<b>\$ 5,584,328</b>

<b>STATE INCOME</b>				
8610				
8611 Basic Skill	-	-	-	-
8612 Staff Development Program	-	-	-	-
8614 Faculty & Staff Diversity	-	-	220,887	220,887
8615 Energy Program	-	-	-	-
8616 Apportionment - Prior Year	-	-	-	-
8618 Veteran Resource Center	89,048	89,048	-	-
8620 State Instructional Equipment	-	-	-	-
8621 DSPS	1,350,753	1,350,753	381,912	381,912
8622 EOPS	2,294,016	2,294,016	608,943	608,943
8623 BFAP Administration	200,000	200,000	161,797	161,797
8627 Nursing	-	-	-	-
8628 Calworks	3,647,202	3,647,202	1,014,343	1,014,343
8629 TANF	-	-	-	-
8631 Instructional Improvement	-	-	-	-
8633 California College Promise	-	-	-	-
8635 Teacher Development	-	-	-	-
8636 Economic Development	-	-	57,276	57,276
8638 Gain Over cap	-	-	-	-
8639 CDC State Programs	-	-	-	-
8641 Child & Adult Care Food Program	-	-	-	-
8653 Deferred Maintenance	-	-	-	-
8665 California Career Pathways	-	-	-	-
8670 Adult Basic Education	1,094,056	1,094,056	284,592	284,592
8680 Lottery	360,433	360,433	(488,330)	(488,330)
8690 Other	39,791,550	39,791,550	8,369,656	8,369,656
8691 State Mandated Costs	-	-	-	-
8698 Student Equity/SSSP	8,837,123	8,837,123	(346,923)	(346,923)
<b>TOTAL STATE INCOME</b>	<b>\$ 57,664,181</b>	<b>\$ 57,664,181</b>	<b>\$ 10,264,153</b>	<b>\$ 10,264,153</b>

**GLENDALE COMMUNITY COLLEGE DISTRICT  
 QUARTERLY STATEMENT OF INCOME AND EXPENDITURES  
 RESTRICTED GENERAL FUND 03**

November 16, 2021

	<----- BUDGET ----->		<--- INCOME RECEIVED --->	
	AS ADOPTED	CURRENT BUDGET	THIS QUARTER	INCOME TO DATE
	(1)	(2)	(3)	(4)
<b>LOCAL INCOME</b>				
8820 ASB Contribution	\$ -	\$ -	\$ -	\$ -
8821 CSULA Nursing Collaborative	-	-	-	-
8822 Foundation	71,913	71,913	3,264	3,264
8823 PEG Fees	-	-	-	-
8824 Duplicating	-	-	-	-
8827 Nursing Tutor/Mentor	-	-	-	-
8828 Athletic Field Rental	-	-	-	-
8831 County Assessor	-	-	-	-
8833 Carnegie Grant	-	-	-	-
8834 CDC-LA Universal Preschool	-	-	-	-
8838 Hospital	-	-	-	-
8840 Job Placement Fee	-	-	-	-
8841 Vendor Parking	-	-	211	211
8842 Sale of Equipment	-	-	-	-
8844 Catering	-	-	-	-
8849 Auditorium Performances	-	-	-	-
8850 Rental Income	-	-	-	-
8851 Swap Meet	-	-	-	-
8853 Catering	-	-	-	-
8860 Interest	-	-	-	-
8862 Interest-FMV	-	-	144,103	144,103
8866 CBET Program	-	-	-	-
8873 CDC Application Fees	-	-	-	-
8876 Baja Field Studies	-	-	-	-
8880 Technology Fee	-	-	-	-
8886 Fiscal Service	-	-	-	-
8887 Child Develop. Center	-	-	-	-
8888 Job Placement Center	-	-	-	-
8889 CDC Training Consortium	-	-	-	-
8890 Misc Income	-	-	3,832	3,832
8896 Redevelopment Agency Pass Thro	-	-	-	-
8897 CDC Evening Child Care	-	-	-	-
8898 CDC Non-Credit	-	-	-	-
<b>TOTAL LOCAL INCOME</b>	<b>\$ 71,913</b>	<b>\$ 71,913</b>	<b>\$ 151,410</b>	<b>\$ 151,410</b>
<b>STUDENT CHARGES</b>				
8837 Parent Ed Retirement Seminar	-	-	-	-
8848 Test Fee	-	-	-	-
8867 Hemodialysis	-	-	-	-
8870 Fire Academy	-	-	-	-
8871 Community Service Leisure	176,793	176,793	(479)	(479)
8877 Parking Fees	-	-	-	-
8878 Health	400,000	400,000	228,521	228,521
8880 Capital Outlay Fee	300,000	300,000	111,188	111,188
8883 Material Fee	-	-	-	-
8884 Pilot Training Program	-	-	-	-
8885 Parking Fines	-	-	70	70
<b>TOTAL STUDENT FEES</b>	<b>\$ 876,793</b>	<b>\$ 876,793</b>	<b>\$ 339,300</b>	<b>\$ 339,300</b>
<b>TOTAL INCOME</b>	<b>\$ 61,061,216</b>	<b>\$ 61,061,216</b>	<b>\$ 16,339,191</b>	<b>\$ 16,339,191</b>
<b>TRANSFERS IN</b>	<b>\$ 2,017,498</b>	<b>\$ 2,017,498</b>	<b>\$ -</b>	<b>\$ -</b>
<b>BEGINNING BALANCE</b>	<b>\$ 4,156,978</b>	<b>\$ 4,156,978</b>	<b>\$ 4,156,978</b>	<b>\$ 4,156,978</b>
<b>TOTAL RESOURCES</b>	<b>\$ 67,235,692</b>	<b>\$ 67,235,692</b>	<b>\$ 20,496,169</b>	<b>\$ 20,496,169</b>

**GLENDALE COMMUNITY COLLEGE DISTRICT  
 QUARTERLY STATEMENT OF INCOME AND EXPENDITURES  
 STUDENT FINANCIAL AID FUND 09**

November 16, 2021

	<----- BUDGET ----->		<--- INCOME RECEIVED --->	
	AS ADOPTED (1)	CURRENT BUDGET (2)	THIS QUARTER (3)	INCOME TO DATE (4)
	<u>(1)</u>	<u>(2)</u>	<u>(3)</u>	<u>(4)</u>
<b>INCOME</b>				
8140 PELL	\$ 24,820,493	\$ 24,820,493	\$ 4,087,049	\$ 4,087,049
8151 ACG	-	-	-	-
8152 Loans	1,726,575	1,726,575	836	836
8160 SEOG	456,500	456,500	-	-
8190 Other Federal Revenue	5,183,238	5,183,238	100	100
8622 EOPS	-	-	-	-
8622 EOPS Care	-	-	-	-
8623 Financial Aid Technology	-	-	-	-
8633 California College Promise	-	-	236,939	236,939
8634 Cal Grants	4,875,568	4,875,568	1,607,059	1,607,059
8635 F/T Student Success	1,247,998	1,247,998	3,134,781	3,134,781
8690 CC Completion	-	-	-	-
8690 Non-Resident Dreamer EAP	-	-	-	-
8859 Interest	-	-	-	-
8862 Interest-FMV	-	-	2,751	2,751
	<u>                    </u>	<u>                    </u>	<u>                    </u>	<u>                    </u>
Total Income	\$ 38,310,372	\$ 38,310,372	\$ 9,069,515	\$ 9,069,515
8981 Transfers In	\$ -	\$ -	\$ -	\$ -
	<u>                    </u>	<u>                    </u>	<u>                    </u>	<u>                    </u>
<b>TOTAL RESOURCES</b>	<u>\$ 38,310,372</u>	<u>\$ 38,310,372</u>	<u>\$ 9,069,515</u>	<u>\$ 9,069,515</u>

**EXPENDITURES**

2XXX Classified Salaries	-	-	7,974	7,974
3XXX Employee Benefits	-	-	223	223
4XXX Books/Supplies/Equip. Repl.	-	-	-	-
5XXX Contracted Services	-	-	43,951	43,951
6XXX Capital Outlay	-	-	658	658
7500 Student Financial Aid	\$ 38,310,372	\$ 37,065,374	\$ 4,095,541	\$ 4,095,541
7601 Other Payment Students	-	-	-	-
7300 Transfers Out	-	-	-	-
7900 Reserve For Contingencies	-	-	-	-
Fund Balance	<u>                    </u>	<u>                    </u>	<u>4,921,168</u>	<u>4,921,168</u>
<b>TOTAL EXPENDITURES/ TRANSFERS &amp; CONTINGENCY</b>	<u>\$ 38,310,372</u>	<u>\$ 37,065,374</u>	<u>\$ 9,069,515</u>	<u>\$ 9,069,515</u>

**GLENDALE COMMUNITY COLLEGE DISTRICT  
 QUARTERLY STATEMENT OF INCOME AND EXPENDITURES  
 CAPITAL OUTLAY FUND 15**

November 16, 2021

		<----- BUDGET ----->		<--- INCOME RECEIVED --->	
		AS ADOPTED (1)	CURRENT BUDGET (2)	THIS QUARTER (3)	INCOME TO DATE (4)
<b>INCOME</b>					
8141	Parking Project	\$ -	\$ -	\$ -	\$ -
8620	Instructional equipment	-	-	-	-
8639	California Clean Energy Job Act	-	-	-	-
8652	Construction Projects	-	-	-	-
8653	Deferred Maintenance/Planning	-	-	1,787,099	1,787,099
8820	ASGCC Bond Payment	-	-	-	-
8822	Foundation Contributions	-	-	-	-
8842	Sale of Equipment	-	-	-	-
8860	Interest	-	-	-	-
8862	Interest-FMV	-	-	1,328	1,328
8869	ASGCC Fees	-	-	-	-
8877	Parking Permits	-	-	-	-
8890	Miscellaneous Income	6,400,000	6,400,000	-	-
8891	Delinquent Property Tax	-	-	-	-
8941	Cops Bonds Proceeds	-	-	-	-
	<b>Total Income</b>	<b>\$ 6,400,000</b>	<b>\$ 6,400,000</b>	<b>\$ 1,788,427</b>	<b>\$ 1,788,427</b>
8981	Transfers In	-	-	-	-
	Beginning Balance	200,176	200,176	200,176	200,176
<b>TOTAL RESOURCES</b>		<b>\$ 6,600,176</b>	<b>\$ 6,600,176</b>	<b>\$ 1,988,603</b>	<b>\$ 1,988,603</b>

**EXPENDITURES**

4000	Other Supplies	\$ -	\$ -	\$ -	\$ -
5000	Other Contract Services	6,400,000	6,400,000	-	-
6000	Capital Outlay	-	-	-	-
6200	New Building & Improvement	-	-	-	-
6400	New Equipment	-	-	-	-
6500	Lease Purchase	-	-	-	-
	<b>Total Expenditures</b>	<b>\$ 6,400,000</b>	<b>\$ 6,400,000</b>	<b>\$ -</b>	<b>\$ -</b>
7190	Debt Repayment - Other	-	-	-	-
7300	Transfers Out	-	-	-	-
7900	Reserve For Contingencies	200,176	200,176	-	-
	Fund Balance	-	-	1,988,603	1,988,603
<b>TOTAL EXPENDITURES/ TRANSFERS &amp; CONTINGENCY</b>		<b>\$ 6,600,176</b>	<b>\$ 6,600,176</b>	<b>\$ 1,988,603</b>	<b>\$ 1,988,603</b>



**GLENDALE COMMUNITY COLLEGE DISTRICT  
 QUARTERLY STATEMENT OF INCOME AND EXPENDITURES  
 SELF INSURANCE FUND 18**

November 16, 2021

		<----- BUDGET ----->		<--- INCOME RECEIVED --->	
		AS ADOPTED	CURRENT BUDGET	THIS QUARTER	INCOME TO DATE
		(1)	(2)	(3)	(4)
		<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
<b>INCOME</b>					
8662	State Haz. Sub. Removal	\$ -	\$ -	\$ -	\$ -
8860	Interest	-	-	568	568
8862	Interest-FMV	-	-	2,497	2,497
8868	Health Rebate	-	-	-	-
8890	Miscellaneous	-	-	-	-
8894	Rebate Worker's Comp.	-	-	-	-
	<b>Total Income</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 3,065</u>	<u>\$ 3,065</u>
8981	Transfers In Beginning Balance	\$ 2,650,000 3,732	\$ 2,650,000 3,732	\$ - 3,732	\$ - 3,732
	<b>TOTAL RESOURCES</b>	<u>\$ 2,653,732</u>	<u>\$ 2,653,732</u>	<u>\$ 6,797</u>	<u>\$ 6,797</u>

**EXPENDITURES**

1000	Certificated Salaries	-	\$ -	\$ -	\$ -
2000	Classified Salaries	-	-	-	-
3000	Health & Welfare	-	-	782,878	782,878
4000	Supplies & Materials	-	-	-	-
5000	Contract Services	2,650,000	2,650,000	699,391	699,391
6000	Equipment	-	-	755	755
	<b>Total Expenditures</b>	<u>\$ 2,650,000</u>	<u>\$ 2,650,000</u>	<u>\$ 1,483,024</u>	<u>\$ 1,483,024</u>
7300	Transfers Out	\$ -	\$ -	\$ -	\$ -
7900	Reserve For Contingencies Fund Balance	3,732	3,732	-	-
		<u>          </u>	<u>          </u>	<u>(1,476,227)</u>	<u>(1,476,227)</u>
	<b>TOTAL EXPENDITURES/ TRANSFERS &amp; CONTINGENCY</b>	<u>\$ 2,653,732</u>	<u>\$ 2,653,732</u>	<u>\$ 6,797</u>	<u>\$ 6,797</u>

**GLENDALE COMMUNITY COLLEGE DISTRICT  
 QUARTERLY STATEMENT OF INCOME AND EXPENDITURES  
 CAFETERIA FUND 30**

November 16, 2021

		<----- BUDGET ----->		<--- INCOME RECEIVED --->	
		AS ADOPTED (1)	CURRENT BUDGET (2)	THIS QUARTER (3)	INCOME TO DATE (4)
		<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
<b>INCOME</b>					
8843	Vendor Sales (Espresso)	\$ -	\$ -	\$ -	\$ -
8844	Food Sales (Upstairs)	-	-	-	-
8853	Catering	-	-	-	-
8854	Milky Way	-	-	-	-
8855	Deli	-	-	-	-
8856	Pacific Rim	-	-	-	-
8857	Casa Ortega	-	-	-	-
8858	CJ's	-	-	-	-
8860	Interest	-	-	-	-
8862	Interest-FMV	-	-	-	-
8890	Other Local Income	-	-	-	-
		<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
8981	Transfers In	\$ -	\$ -	\$ -	\$ -
	Beginning Balance	84,165	84,165	84,165	84,165
		<u>84,165</u>	<u>84,165</u>	<u>84,165</u>	<u>84,165</u>
<b>TOTAL RESOURCES</b>		<u><u>\$ 84,165</u></u>	<u><u>\$ 84,165</u></u>	<u><u>\$ 84,165</u></u>	<u><u>\$ 84,165</u></u>
<hr/>					
<b>EXPENDITURES</b>					
2000	Classified Salaries	\$ -	\$ -	\$ 1,800	\$ 1,800
3000	Employee Benefits	-	-	26	26
4300	Instruct. Media Supplies	-	-	-	-
4500	Supplies	-	-	-	-
4710	Food	-	-	-	-
4715	Commission	-	-	-	-
5000	Contracted Services	-	-	2,023	2,023
6000	Equipment	-	-	-	-
7000	Financial Aid	-	-	-	-
		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	Total Expenditures	\$ -	\$ -	\$ 3,849	\$ 3,849
7300	Transfers Out	\$ -	\$ -	\$ -	\$ -
7900	Reserve For Contingencies	-	-	-	-
	Fund Balance	<u>-</u>	<u>-</u>	<u>80,316</u>	<u>80,316</u>
<b>TOTAL EXPENDITURES/ TRANSFERS &amp; CONTINGENCY</b>		<u><u>\$ -</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 84,165</u></u>	<u><u>\$ 84,165</u></u>

**GLENDALE COMMUNITY COLLEGE DISTRICT  
 QUARTERLY STATEMENT OF INCOME AND EXPENDITURES  
 PROFESSIONAL DEVELOPMENT CENTER FUND 59**

November 16, 2021

		<----- BUDGET ----->		
		AS ADOPTED (1)	CURRENT BUDGET (2)	TRANSACTIONS TO DATE (3)
		<u>          </u>	<u>          </u>	<u>          </u>
<b>INCOME</b>				
	Federal	\$ -	\$ -	\$ -
	State	-	-	-
	Local	<u>857,516</u>	<u>857,516</u>	<u>61,847</u>
	Total Income:	\$ 857,516	\$ 857,516	\$ 61,847
	Transfers In	\$ -	\$ -	\$ -
	Beginning Balance	<u>280,738</u>	<u>280,738</u>	<u>280,738</u>
<b>TOTAL RESOURCES</b>		<u>\$ 1,138,254</u>	<u>\$ 1,138,254</u>	<u>\$ 342,585</u>
<hr/>				
<b>EXPENDITURES</b>				
	Certificated Salaries	\$ 100,000	\$ 100,000	\$ -
	Classified Salaries	88,328	88,328	25,058
	Employee Benefits	33,145	33,145	8,596
	Books/Supplies/Equip. Repl.	80,000	80,000	1,734
	Contracted Services	496,600	496,600	108,957
	Capital Outlay	<u>20,000</u>	<u>20,000</u>	<u>-</u>
	Total Expenditures	\$ 818,073	\$ 818,073	\$ 144,345
	Transfers Out	\$ -	\$ -	\$ -
	Reserve For Contingencies	320,181	320,181	-
	Fund Balance	<u>          </u>	<u>          </u>	<u>198,240</u>
<b>TOTAL EXPENDITURES/ CONTINGENCY &amp; TRANSFERS</b>		<u>\$ 1,138,254</u>	<u>\$ 1,138,254</u>	<u>\$ 342,585</u>
<hr/>				
<b>TOTAL APPROPRIATION</b>		\$ 1,138,254	\$ 1,138,254	\$ 342,585
<hr/>				

**GLENDALE COMMUNITY COLLEGE DISTRICT  
 QUARTERLY STATEMENT OF INCOME AND EXPENDITURES  
 PROFESSIONAL DEVELOPMENT CENTER FUND 59**

November 16, 2021

		<----- BUDGET ----->		<--- INCOME RECEIVED --->	
		AS ADOPTED (1)	CURRENT BUDGET (2)	THIS QUARTER (3)	INCOME TO DATE (4)
		<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
STATE INCOME					
	Economic Development	\$ -	\$ -	\$ -	\$ -
8658	Employment Train. Panel	-	-	-	-
8690	Mis. Income	-	-	-	-
		<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
TOTAL STATE INCOME		-	-	-	-
<hr/>					
LOCAL INCOME					
8830	Profess. Develop. Center	\$ 857,516	\$ 857,516	\$ 62,328	\$ 62,328
8860	Interest	-	-	-	-
8862	Interest-FMV	-	-	(481)	(481)
8893	PDC Donations	-	-	-	-
		<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
TOTAL LOCAL INCOME		\$ 857,516	\$ 857,516	\$ 61,847	\$ 61,847
<hr/>					
TOTAL INCOME		\$ 857,516	\$ 857,516	\$ 61,847	\$ 61,847
TRANSFERS IN		\$ -	\$ -	\$ -	\$ -
BEGINNING BALANCE		\$ 280,738	\$ 280,738	\$ 280,738	\$ 280,738
TOTAL RESOURCES		<u>\$ 1,138,254</u>	<u>\$ 1,138,254</u>	<u>\$ 342,585</u>	<u>\$ 342,585</u>

**GLENDALE COMMUNITY COLLEGE DISTRICT  
 QUARTERLY STATEMENT OF INCOME AND EXPENDITURES  
 MEASURE GC-GO BOND, SERIES B FUND 70**

November 16, 2021

		<----- BUDGET ----->		<--- INCOME RECEIVED --->	
		AS ADOPTED (1)	CURRENT BUDGET (2)	THIS QUARTER (3)	INCOME TO DATE (4)
<b>INCOME</b>					
8941	Bond Proceeds	\$ -	\$ -	\$ -	\$ -
8860	Interest	-	-	-	-
8862	Interest-FMV	-	-	1,047,894	1,047,894
	<b>Total Income</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,047,894</u>	<u>\$ 1,047,894</u>
8981	Transfers In	\$ -	\$ -	\$ -	\$ -
	Beginning Balance	180,755,836	180,755,836	180,755,836	180,755,836
<b>TOTAL RESOURCES</b>		<u><u>\$ 180,755,836</u></u>	<u><u>\$ 180,755,836</u></u>	<u><u>\$ 181,803,730</u></u>	<u><u>\$ 181,803,730</u></u>
<hr/>					
<b>EXPENDITURES</b>					
2000	Classified Salaries	\$ -	\$ -	\$ -	\$ -
3000	Employee Benefits	-	-	-	-
4000	Other Supplies	-	-	-	-
5000	Other Contract Services	-	-	327,648	327,648
6000	Equipment	172,592,076	172,592,076	-	-
6100	Capital Outlay - Site	-	-	667,433	667,433
6200	New Building & Improvement	-	-	4,301,282	4,301,282
6400	New Equipment	-	-	34,446	34,446
6500	Lease Purchase	-	-	-	-
7000	Other Outgo	-	-	-	-
	<b>Total Expenditures</b>	<u>\$ 172,592,076</u>	<u>\$ 172,592,076</u>	<u>\$ 5,330,809</u>	<u>\$ 5,330,809</u>
7190	Campus Parking Debt Payment	\$ -	\$ -	\$ -	\$ -
7300	Transfers Out	-	-	-	-
7900	Reserve For Contingencies	8,163,760	8,163,760	-	-
	Fund Balance	-	-	176,472,921	176,472,921
<b>TOTAL EXPENDITURES/ TRANSFERS &amp; CONTINGENCY</b>		<u><u>\$ 180,755,836</u></u>	<u><u>\$ 180,755,836</u></u>	<u><u>\$ 181,803,730</u></u>	<u><u>\$ 181,803,730</u></u>

GLENDALE COMMUNITY COLLEGE DISTRICT

November 16, 2021

INFORMATIONAL REPORT NO. 2

TO: Board of Trustees

SUBMITTED BY: David Viar, Superintendent/President

REVIEWED BY: Anthony Culpepper  
Executive Vice President, Administrative Services

PREPARED BY: Amir Nour, Controller

SUBJECT: FIRST QUARTER FINANCIAL STATUS REPORT

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The Quarterly Financial Status Report, CCFS-311Q, has been prepared in compliance with AB 2910 (Hughes) that was signed into law as Chapter 1486, Statutes of 1986. This law requires community college districts to report each quarter on their financial condition, in order to provide an early warning for districts headed toward financial distress. The Board of Trustees is required to receive this report and forward it, through the County Superintendent of Schools, to the State Chancellor's Office. The First Quarter CCFS-311Q is attached.

California Community Colleges  
 Quarterly Financial Status Report, CCFS-311Q

Fiscal Year: 2021-22

District: 730 Glendale Community College District

Quarter Ended: 30-Sep

Line	Description	As of June 30 for the fiscal year specified			
		Actual 2018-19	Actual 2019-20	Actual 2020-21	Projected 2021-22
<b>I. Unrestricted General Fund Revenue, Expenditure and Fund Balance:</b>					
A.	<b>Revenues:</b>				
A.1	Unrestricted General Fund Revenues (Objects 8100,8600,8800)	100,149,397	106,616,087	112,060,707	110,723,706
A.2	Other Financing Sources (Object 8900)	119,021	5,384,739	8,648,067	57,440
A-3	<b>Total Unrestricted Revenues (A.1 + A.2)</b>	<b>100,268,418</b>	<b>112,000,826</b>	<b>120,708,774</b>	<b>110,781,146</b>
B.	<b>Expenditures:</b>				
B.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	104,505,375	110,644,866	114,385,461	102,502,414
B.2	Other Outgo (Objects 7100, 7200, 7300, 7500, 7600)	2,764,099	3,844,790	4,192,645	4,085,856
B.3	<b>Total Unrestricted Expenditures (B.1 + B.2)</b>	<b>107,269,474</b>	<b>114,489,656</b>	<b>118,578,106</b>	<b>106,588,270</b>
C.	<b>Revenues Over(Under) Expenditures (A.3-B.3)</b>	<b>(7,001,056)</b>	<b>(2,488,830)</b>	<b>2,130,668</b>	<b>4,192,876</b>
D.	<b>Fund Balance, Beginning</b>	<b>13,554,219</b>	<b>6,553,163</b>	<b>6,076,707</b>	<b>8,207,369</b>
D.1	Prior Year Adjustments + (-)	-	2,012,374		-
D.2	<b>Adjusted Fund Balance, Beginning (D + D.1)</b>	<b>13,554,219</b>	<b>8,565,537</b>	<b>6,076,707</b>	<b>8,207,369</b>
E.	<b>Fund Balance, Ending (C + D.2)</b>	<b>6,553,163</b>	<b>6,076,707</b>	<b>8,207,375</b>	<b>12,400,245</b>
F.1	Percentage of GF Fund Balance to GE Expenditures (E./B.3)	6.1%	5.3%	6.9%	11.6%

II. Annualized Attendance FTES:

G.1	Annualized FTES (excluding apprentice and non-resident)	13,829	13,431	12,075	11,364
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As of the specified quarter ended for each fiscal year presented				
	2018-19	2019-20	2020-21	2021-22

III. Total General Fund Cash Balance (Unrestricted and Restricted)

H.1	Cash, excluding borrowed funds	31,740,505	24,513,724	26,706,815	44,657,732
H.2	Cash, borrowed funds only	-	-	-	13,695,000
H.3	<b>Total Cash (H.1 + H.2)</b>	<b>31,740,505</b>	<b>24,513,724</b>	<b>26,706,815</b>	<b>58,352,732</b>

IV. Unrestricted General Fund Revenues and Expenditures: 2020-21 Budget to Year-to-Date Actuals

Line	Description	Adopted Budget (Col. 1)	Annual Current Budget (Col. 2)	Year-to-Date Actuals (Col. 3)	Percentage (Col. 3/Col. 2)
I.	<b>Revenues:</b>				
I.1	Unrestricted General Fund Revenues (Objects 8100,8600,8800)	110,723,706	110,723,706	20,240,866	18.3%
I.2	Other Financing Sources (Object 8900)	57,440	57,440	-	0.0%
I.3	<b>Total Unrestricted Revenues (I.1 + I.2)</b>	<b>110,781,146</b>	<b>110,781,146</b>	<b>20,240,866</b>	<b>18.3%</b>
J.	<b>Expenditures:</b>				
J.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	102,309,957	102,502,414	10,154,710	9.9%
J.2	Other Outgo (Objects 7100, 7200, 7300, 7500, 7600)	1,592,645	4,085,856	-	0.0%
J.3	<b>Total Unrestricted Expenditures (J.1 + J.2)</b>	<b>103,902,602</b>	<b>106,588,270</b>	<b>10,154,710</b>	<b>9.5%</b>
K.	<b>Revenues Over(Under) Expenditures (I.3-J.3)</b>	<b>6,878,544</b>	<b>4,192,876</b>	<b>10,086,156</b>	
L.	Adjusted Fund Balance, Beginning	8,207,369	8,207,369	8,207,369	
L.1	<b>Fund Balance, Ending</b>	<b>15,085,913</b>	<b>12,400,245</b>	<b>18,293,525</b>	
M.	Percentage of UGF Fund Balance to UGF Expenditures (L.1/J.3)	14.5%	11.6%		

V. Has the district settled any employee contracts during this quarter?

No

If yes, complete the following:(If multi-year settlement, provide information for all years covered.)

Contract Period Settled (Specify) YYYY-YY	Management		Academic				Classified	
	Total Cost Increase	%*	Permanent		Temporary		Total Cost Increase	%*
Total Cost Increase			%*	Total Cost Increase	%*			
<b>a. SALARIES</b>								
Year 1:	0	0.0%	0	0.0%	0	0.0%	0	0.0%
Year 2:	0	0.0%	0	0.0%	0	0.0%	0	0.0%
Year 3:	0	0.0%	0	0.0%	0	0.0%	0	0.0%
<b>b. BENEFITS</b>								
Year 1:	0	0.0%	0	0.0%	0	0.0%	0	0.0%
Year 2:	0	0.0%	0	0.0%	0	0.0%	0	0.0%
Year 3:	0	0.0%	0	0.0%	0	0.0%	0	0.0%

\*As specified in Collective Bargaining Agreement or other Employment Contract.

c. Provide an explanation on how the district intends to fund the salary and benefit increases, and also identify the revenue source/object code.

d. Dis any contracts settled in this period cover part-time, temporary faculty?

No

d.1. Does the contract include minimum standards for the terms of reemployment preference and evaluation for part-time, temporary faculty in order to remain eligible to receive Student Equity and Achievement Program funds\*?

No

d.2. Does the collective bargaining agreement achieve parity between compensation for full-time and part-time, temporary faculty?

No

\*As a condition for receiving Student Equity and Achievement Program funds, negotiations between districts and the exclusive representative for part-time, temporary faculty must include minimum standards for the terms of reemployment preference and evaluation as outlined in Education Code section 87482.3. Education Code section 78222(d)(2) links the negotiation requirement to the receipt of funds for the Student Equity and Achievement Program.

VI. Did the district have significant events for the quarter (including incurrence of long-term debt, settlement of audit findings or legal suits, significant differences in budgeted revenues or expenditures, borrowing of funds (TRANS, issuance of COPs etc.)?

No

If yes, list events and their financial ramifications. (Enter explanation below, include additional pages if needed.)

VII. Does the district have significant fiscal problems that must be addressed this year?

No

Next Year? No

If yes, what are the problems and what actions will be taken? (Enter explanation below include additional pages if needed)



**Certification:**

District: 730 Glendale Community College District

To the best of my knowledge, the data in this report are correct.

To the best of my knowledge, the data contained in this report are correct. I further certify that this report was/will be presented at the governing board meeting specified below, and afforded the opportunity to be discussed and entered into the minutes of that meeting.

---

District Chief Business Officer

Date

District Superintendent/President

Date

Qtr. Ended: September 30, 2021

Governing Board Meeting Date: November 16, 2021

GLENDALE COMMUNITY COLLEGE DISTRICT

November 16, 2021

INFORMATIONAL REPORT NO. 3

TO: Board of Trustees

SUBMITTED BY: David Viar, Superintendent/President

REVIEWED BY: Lisa H. Brooks, Executive Director, Glendale College Foundation

PREPARED BY: Saodat Aziskhanova, Accountant & Business Operations Specialist  
Glendale College Foundation

SUBJECT: GLENDALE COLLEGE FOUNDATION—STATEMENT OF  
FINANCIAL POSITION, INCOME STATEMENT, AND FIRST  
QUARTER REPORT OF DONATIONS, SEPTEMBER 30, 2021

---

DESCRIPTION OF HISTORY / BACKGROUND

Attached are Glendale College Foundation's Financial Statements for the first quarter of 2021/22 fiscal year and Monthly Donations/Distributions Report for three (3) months ending September 30, 2021.

COMMITTEE HISTORY

None

FISCAL IMPACT

None

RECOMMENDATION

Report submitted for informational purposes.

## Statement of Financial Position

September 30, 2021

	General Fund	Endowment Fund	Total	
<b>Assets</b>				
01-10000	Citizens Business MM256300559	\$102,888.33	\$0.00	\$102,888.33
01-10005	Citizens Business Ck256100967	\$32,158.74	\$0.00	\$32,158.74
01-10015	Glendale Area Schools Credit Union	\$233,467.68	\$0.00	\$233,467.68
01-10021	CD- Wells Fargo Bank	\$50,525.45	\$0.00	\$50,525.45
01-10030	CD- Union Bank of California	\$52,128.91	\$0.00	\$52,128.91
01-10095	Capital Group - General	\$1,506,248.33	\$0.00	\$1,506,248.33
02-10020	Capital Group- Endowment	\$0.00	\$17,762,841.00	\$17,762,841.00
02-10035	Citizens Business Endowment	\$0.00	\$19,191.34	\$19,191.34
02-10085	Manufacturers Bank	\$0.00	\$98,589.54	\$98,589.54
<b>Total Assets</b>	<b>\$1,977,417.44</b>	<b>\$17,880,621.88</b>	<b>\$19,858,039.32</b>	
<b>Liabilities and Net Assets</b>				
<b>Net Assets</b>				
01-30000	Beginning Balance Equity	\$1,837,812.53	\$0.00	\$1,837,812.53
01-30010	General Fund Beginning Balance	\$140,140.87	\$0.00	\$140,140.87
02-30000	Beginning Balance Equity	\$0.00	\$17,874,993.40	\$17,874,993.40
<b>Total Net Assets</b>	<b>\$1,977,953.40</b>	<b>\$17,874,993.40</b>	<b>\$19,852,946.80</b>	
<b>Total Liabilities and Net Assets</b>	<b>\$1,977,953.40</b>	<b>\$17,874,993.40</b>	<b>\$19,852,946.80</b>	
<b>BEGINNING BALANCE WITH CURRENT YEAR ADJUSTMENTS</b>	<b>\$1,944,687.07</b>	<b>\$18,004,300.40</b>	<b>\$19,948,987.47</b>	
<b>NET SURPLUS/(DEFICIT)</b>	<b>\$33,266.33</b>	<b>(\$129,307.00)</b>	<b>(\$96,040.67)</b>	
<b>ENDING NET ASSETS</b>	<b>\$1,977,953.40</b>	<b>\$17,874,993.40</b>	<b>\$19,852,946.80</b>	

**Glendale College Foundation, Inc.**  
**Income Statement**  
For the 3 Months Ending September 30, 2021

	<b>General 1st Quarter Actual</b>	<b>Endowment 1st Quarter Actual</b>	<b>Budget 1st Quarter</b>	<b>Year to Date Actual</b>	<b>Annual Budget 2021-2022</b>	<b>Performance %</b>	<b>Year to Date Variance</b>
<b>Revenues</b>							
01-40000	General - Interest & Dividends Income	\$4,720.41	\$0.00	\$5,000.00	\$4,720.41	23.60%	(\$15,279.59)
01-40010	Campus Banners	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
01-40015	El Vaquero Racquet Club	\$11,975.00	\$0.00	\$6,000.00	\$11,975.00	49.90%	(\$12,025.00)
01-40020	Administrative Endowment	\$0.00	\$0.00	\$20,500.00	\$0.00	0.00%	(\$82,000.00)
01-40025	General Fund - Donations	\$3,430.00	\$0.00	\$15,000.00	\$3,430.00	5.72%	(\$56,570.00)
01-40040	Golf Tournament Donations	\$133,724.00	\$0.00	\$37,500.00	\$133,724.00	89.15%	(\$16,276.00)
01-40055	Hall of Fame	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
01-40058	Retiree Recognition Event Revenues	\$0.00	\$0.00	\$1,000.00	\$0.00	0.00%	(\$4,000.00)
01-40075	General - Scholarships Donations	\$10,095.00	\$0.00	\$9,500.00	\$10,095.00	26.57%	(\$27,905.00)
01-40080	General - Academic & College Support	\$111,872.46	\$0.00	\$135,000.00	\$111,947.46	20.73%	(\$428,052.54)
02-40000	Endowment - Interest & Dividends Income	\$0.00	\$55,013.34	\$55,000.00	\$55,013.34	25.01%	(\$164,986.66)
02-40075	Endowment- Scholarships Donations	\$0.00	\$12,730.00	\$22,500.00	\$12,730.00	14.14%	(\$77,270.00)
02-40080	Endowment- Academic and College Supp	\$0.00	\$436.16	\$15,000.00	\$436.16	0.73%	(\$59,563.84)
<b>Total Revenues</b>		<b>\$275,816.87</b>	<b>\$68,179.50</b>	<b>\$322,000.00</b>	<b>\$344,071.37</b>	<b>26.71%</b>	<b>(\$943,928.63)</b>
<b>Expenses</b>							
01-50000	Bank Charges and Fees	\$3,691.06	\$0.00	\$2,125.00	\$3,691.06	43.42%	(\$4,808.94)
01-50010	Conference/Training	\$0.00	\$0.00	\$250.00	\$0.00	0.00%	(\$1,000.00)
01-50015	General Fund	\$50.00	\$0.00	\$750.00	\$50.00	1.67%	(\$2,950.00)
01-50025	Contributions - Hnr. Faculty	\$2,000.00	\$0.00	\$750.00	\$2,000.00	66.67%	(\$1,000.00)
01-50040	Contributions to GCC Salary	\$0.00	\$0.00	\$13,750.00	\$0.00	0.00%	(\$55,000.00)
01-50050	Campus Banners	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
01-50058	Retiree Recognition Event Expenses	\$0.00	\$0.00	\$500.00	\$0.00	0.00%	(\$2,000.00)
01-50060	El Vaquero Racquet Club	\$0.00	\$0.00	\$500.00	\$0.00	0.00%	(\$2,000.00)
01-50090	Golf Tournament	\$60,123.53	\$0.00	\$17,000.00	\$60,123.53	88.42%	(\$7,876.47)
01-50105	Hall of Fame	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
01-50110	College Tours	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
01-50115	Meetings /College Tours	\$4,000.00	\$0.00	\$1,000.00	\$4,000.00	100.00%	\$0.00

**Glendale College Foundation, Inc.**  
**Income Statement**  
For the 3 Months Ending September 30, 2021

	General 1st Quarter Actual	Endowment 1st Quarter Actual	Budget 1st Quarter	Year to Date Actual	Annual Budget 2021-2022	Performance %	Year to Date Variance
01-50120 Memberships	\$1,318.50	\$0.00	\$750.00	\$1,468.50	\$3,000.00	48.95%	(\$1,531.50)
01-50125 Planned Giving	\$5,000.00	\$0.00	\$5,000.00	\$5,000.00	\$20,000.00	25.00%	(\$15,000.00)
01-50130 Printing - General	\$3,178.51	\$0.00	\$1,000.00	\$3,178.51	\$4,000.00	79.46%	(\$821.49)
01-50135 GCC - Public Relations	\$1,400.00	\$0.00	\$4,000.00	\$5,376.00	\$16,000.00	33.60%	(\$10,624.00)
01-50140 Foundation Public Relations	\$924.35	\$0.00	\$1,750.00	\$3,295.35	\$7,000.00	47.08%	(\$3,704.65)
01-50145 Supplies/Publications	\$626.58	\$0.00	\$750.00	\$626.58	\$3,000.00	20.89%	(\$2,373.42)
01-50150 Communication Access	\$411.18	\$0.00	\$500.00	\$411.18	\$2,000.00	20.56%	(\$1,588.82)
01-50155 Fundraising & Financial Softwa	\$23,775.46	\$0.00	\$7,500.00	\$23,775.46	\$30,000.00	79.25%	(\$6,224.54)
01-50170 General Expenses-Scholarships	\$64,214.10	\$0.00	\$16,250.00	\$64,214.10	\$65,000.00	98.79%	(\$785.90)
01-50175 General Fund Expenses - Academic & Col	\$56,614.84	\$0.00	\$135,000.00	\$90,670.84	\$540,000.00	16.79%	(\$449,329.16)
02-50000 Endowment - Investment Fees & Charges	\$0.00	\$16,117.00	\$12,500.00	\$16,117.00	\$50,000.00	32.23%	(\$33,883.00)
02-50165 Endowment Funds Expenses	\$0.00	\$0.00	\$20,500.00	\$0.00	\$82,000.00	0.00%	(\$82,000.00)
02-50170 Endowment Expenses -Scholarships	\$0.00	\$1,000.00	\$50,000.00	\$1,000.00	\$200,000.00	0.50%	(\$199,000.00)
02-50175 Endowment-Academic & College Support	\$0.00	\$416.50	\$20,000.00	\$416.50	\$80,000.00	0.52%	(\$79,583.50)
<b>Total Expenses</b>	<b>\$227,328.11</b>	<b>\$17,533.50</b>	<b>\$312,125.00</b>	<b>\$285,414.61</b>	<b>\$1,248,500.00</b>	<b>22.86%</b>	<b>(\$963,085.39)</b>
<b>Gains</b>							
01-70000 Realized & Unrealized Investment Gains &	(\$15,222.43)	\$0.00	\$0.00	(\$15,222.43)	\$0.00	0.00%	(\$15,222.43)
02-70000 Realized & Unrealized Investment Gains &	\$0.00	(\$179,953.00)	\$0.00	(\$179,953.00)	\$0.00	0.00%	(\$179,953.00)
<b>Total Gains</b>	<b>(\$15,222.43)</b>	<b>(\$179,953.00)</b>	<b>\$0.00</b>	<b>(\$195,175.43)</b>	<b>\$0.00</b>	<b>0.00%</b>	<b>(\$195,175.43)</b>
<b>NET SURPLUS/(DEFICIT)</b>	<b>\$33,266.33</b>	<b>(\$129,307.00)</b>	<b>\$9,875.00</b>	<b>(\$136,518.67)</b>	<b>\$39,500.00</b>	<b>(345.62)%</b>	<b>(\$176,018.67)</b>

	2021-22		Glendale College Foundation								
			Monthly Report of Donations/Distributions								
Donations											
	General Funds		Designated Funds		Endowment Funds		Monthly Totals		Total Cumm. Donations		
	2020/21	2021/22	2020/21	2021/22	2020/21	2021/22	2020/21	2021/22	2020/21	2021/22	
July	660	33,965	7,066	54,011	3,057	2,016	10,783	89,992	10,783	89,992	
August	7,750	53,609	15,655	37,238	410	6,460	23,815	97,307	34,598	187,299	
September	7,821	6,670	3,995	38,129	5,660	4,690	17,476	49,489	52,074	236,788	
October	8,905		23,184		5,087		37,176	-	89,250		
November	455		46,073		2,637		49,165	-	138,415		
December	12,505		100,590		18,212		131,307	-	269,722		
January	5		20,725		2,106		22,836	-	292,558		
February	6,755		27,125		12,577		46,457	-	339,015		
March	5,005		332,426		18,611		356,042	-	695,057		
April	5		38,802		35,974		74,781	-	769,838		
May	3,005		14,981		7,617		25,603	-	795,441		
June							-	-			
<b>Total</b>	<b>52,871</b>		<b>630,622</b>		<b>111,948</b>		<b>795,441</b>	<b>236,788</b>	<b>3,486,751</b>	<b>236,788</b>	
Disbursements											
	2020/21	2021/22	2020/21	2021/22	2020/21	2021/22	2020/21	2021/22	2020/21	2021/22	
July	27,697	31,124	800	22,994	532	77	29,029	54,195	29,029	54,195	
August	13,459	\$ 62,458	30,952	\$ 40,632	1,000	1,000	45,411	104,090	74,440	158,285	
September	22,050	\$ 3,712	9,108	\$ 47,996	2,000	240	33,158	51,948	107,598	210,233	
October	9,373		57,638		44		67,055		174,653		
November	8,634		6,581		159		15,374	-	190,027		
December	2,962		39,545		1,841		44,348	-	234,375		
January	4,053		22,770		2,192		29,015	-	263,390		
February	3,154		10,724		94,259		108,137	-	371,527		
March	31,423		7,806		94,194		133,423	-	504,950		
April	6,919		15,273		17,320		39,512	-	544,462		
May	6,288		77,053		12,065		95,406	-	639,868		
June							-	-			
<b>Total</b>	<b>136,012</b>		<b>278,250</b>		<b>222,744</b>		<b>639,868</b>	<b>210,233</b>	<b>3,134,319</b>	<b>210,233</b>	

# GLENDALE COMMUNITY COLLEGE DISTRICT

November 16, 2021

## INFORMATIONAL REPORT NO. 4

TO: Board of Trustees

SUBMITTED BY: David Viar, Superintendent/President

REVIEWED BY: Michael Ritterbrown, Vice President, Instructional Services

PREPARED BY: Edward Karpp, Dean, Research, Planning, and Grants

SUBJECT: ENROLLMENT UPDATE

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### DESCRIPTION OF HISTORY / BACKGROUND

California community colleges' apportionment revenues from the state are based on the enrollments of resident students. Enrollments are converted into Full-Time Equivalent Students (FTES) numbers for apportionment reporting. The attached report includes updated enrollment numbers and projections.

One FTES, whether credit or noncredit, is defined by state regulations as 525 hours of student contact. Most credit courses use a weekly accounting method: They meet the same number of hours every week, and apportionment is based on a calculation of hours per week times number of weeks divided by 525. Credit courses shorter than a full semester (such as 8-week courses, or Summer and Winter courses) use an analogous daily accounting method. Both weekly and daily courses use a census date to determine enrollments and FTES.

All noncredit courses and a small number of credit courses use positive attendance accounting, which is not based on enrollment and class sessions per week but rather on the actual hours that students attend class. Each student's attendance is tracked for every class session. The total number of attendance hours is divided by 525 to calculate FTES based on positive attendance. FTES based on positive attendance is more difficult to project than FTES based on weekly or daily accounting because students' actual attendance must be tracked every day, rather than using a defined census date.

Due to the COVID-19 emergency, the Chancellor's Office has approved alternative positive attendance methods for classes held through distance education. The table included here shows actual FTES rather than FTES calculated by this method.

## COMMITTEE HISTORY

None

## FISCAL IMPACT

None

## RECOMMENDATION

This report is being submitted for informational purposes.



## ENROLLMENT UPDATE (RESIDENT, FACTORED FTES) – 2021-2022

	<b>2020-2021</b>	<b>2021-2022</b>	<b>Difference</b>	<b>% Change</b>
Summer Credit FTES excluding Positive Attendance	1,330	983	-347	-26.1%
Summer Credit FTES from Positive Attendance	10	8	-2	-20.0%
Summer Noncredit FTES	217	254	+37	+17.1%
<b>Summer Total FTES (Projected End of Term)</b>	<b>1,557</b>	<b>1,245</b>	<b>-312</b>	<b>-20.0%</b>
Fall Credit FTES excluding Positive Attendance (Day 62 of Classes)	4,497	3,883	-614	-13.7%
Fall Credit FTES excluding Positive Attendance (Projected End of Term)	4,514	3,900	-614	-13.6%
Fall Credit FTES from Positive Attendance	5	5	+0	+0.0%
Fall Noncredit FTES	552	552	+0	+0.0%
<b>Fall Total FTES (Projected End of Term)</b>	<b>5,071</b>	<b>4,457</b>	<b>-614</b>	<b>-12.1%</b>

Note: Gray-shaded cells indicate projections or estimates.

GLENDALE COMMUNITY COLLEGE DISTRICT

November 16, 2021

INFORMATIONAL REPORT NO. 5

TO: Board of Trustees

SUBMITTED BY: David Viar, Superintendent/President

REVIEWED BY: Anthony Culpepper, Executive Vice President,  
Administrative Services

SUBJECT: MEASURE GC FUNDS BALANCES AND SCHEDULE  
UPDATE

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Attached are summary reports on Measure GC Fund activity and budget balances through October 31, 2021.



FUND SOURCE USAGE

11/5/2021

Identified Project for Measure GC	Current Budget	Encumbrance	Spent to Date (Actuals)	Remaining Budget (Current less Encumbrance)	Anticipated or Actual Substantial Completion Date	% of Status Completion	Status
Admin Window Replacement	\$1,960,449	\$1,843,054	\$1,635,010	\$117,395.00	Summer 2020	100%	Complete
Administration Building for Human Resources	\$846,766	\$846,766	\$846,766	\$0.00	Winter 2019	100%	Complete
Athletics and Kinesiology Expansion and Seismic Retrofitting	\$40,500,000	\$39,720,340	\$30,770,040	\$779,660.43	Fall 2021	89%	Construction
Central Plant #1 Expansion	\$5,625,000	\$2,074,467	\$669,790	\$3,550,533.50	Fall 2022	25%	Design
Centralized Storage Building	\$2,000,000	\$174,690	\$41,715	\$1,825,310.00	Fall 2023	41%	Construction
Classroom Lab Renovation Projects	\$5,328,623	\$5,328,623	\$5,328,623	\$0.00	Winter 2021	100%	Complete
Fire Academy Project	\$815,000	\$815,000	\$815,000	\$0.00	Winter 2019	100%	Complete
Garfield Mariposa Renovations	\$2,000,000	\$1,590,640	\$1,371,678	\$409,360.40	Winter 2021	100%	Complete
Garfield Property Acquisition & Parking Construction	\$35,000,000	\$34,551,151	\$33,333,559	\$448,849.00	Winter 2022	25%	Design
Infrastructure	\$19,601,415	\$19,523,039	\$19,158,289	\$78,376.36	Winter 2021	100%	Complete
Instructional Building & Conference Center (IBCC)	\$68,000,000	\$9,630,923	\$4,710,638	\$58,369,076.78	Fall 2024	25%	Design
Minor Capital Projects	\$1,315,000	\$434,376	\$155,388	\$880,624.17	Winter 2021	100%	Complete
Montrose Campus	\$4,575,710	\$4,575,710	\$4,575,632	\$0.00	Unknown	15%	Programming
New Science Building and Ancillary Projects	\$104,000,000	\$103,952,293	\$15,888,591	\$47,706.69	Fall 2023	41%	Construction
Safety & Security	\$780,000	\$751,579	\$715,759	\$28,421.00	HOLD	15%	Programming
San Gabriel First Floor-DSPS Office Space	\$1,500,000	\$245,283	\$37,793	\$1,254,717.50	Spring 2022	35%	Design
San Gabriel Second Floor Renovation for Math Department	\$3,800,000	\$416,897	\$171,334	\$3,383,103.32	Winter 2024	30%	Design
San Rafael Renovations Second Floor	\$3,136,000	\$3,078,626	\$2,951,732	\$57,373.90	Summer 2020	100%	Complete
Sierra Vista Closeout	\$10,000,000	\$10,000,000	\$10,000,000	\$0.00	Winter 2019	100%	Complete
Technology	\$4,820,000	\$4,811,999	\$4,811,999	\$8,001.00	Winter 2021	100%	Complete
Welding Lab Alteration-Tongva (fka Aviation/Art) Building	\$5,124,309	\$5,079,916	\$4,912,534	\$44,393.23	Winter 2021	100%	Complete
Z-Program Reserve	\$4,506,040	\$0	\$0	\$4,506,039.80	ONGOING	-	In Progress
<b>Totals</b>	<b>\$325,234,312</b>	<b>\$249,445,369</b>	<b>\$142,901,867</b>	<b>\$75,788,942</b>			

GLENDALE COMMUNITY COLLEGE DISTRICT

November 16, 2021

INFORMATIONAL REPORT NO. 6

TO: Board of Trustees  
SUBMITTED BY: David Viar, Superintendent/President  
PREPARED BY: Michael Ritterbrown, Vice President, Instructional Services  
SUBJECT: GUIDED PATHWAYS UPDATE

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This report is being submitted for informational purposes.

# GUIDED PATHWAYS

November 2021

YEARS  
2016  
2017

## INTRODUCTION TO CAMPUS COMMUNITY

### GOALS

- ✓ Introduce Guided Pathways to the Glendale Community College community
- ✓ Build on multiple measures assessment & placement (MMAP) implementation momentum to investigate and evaluate potential modifications to placement and developmental education programs
- ✓ Identify aspects of current categorical funding initiatives that are consistent with the goals of Guided Pathways
- ✓ Discuss ways to introduce greater implementation of high-impact practice in counseling and instruction

### ACTIONS

- ✓ Held information sessions (SP17 through Title V Abriendo Caminos Grant)
- ✓ Distributed literature to constituencies
- ✓ Engaged widespread discussion and began implementation of MMAP in math and English
- ✓ Held information sessions for governance committees, including Division Chairs, Academic Affairs, Faculty Meeting, C&I, Cabinet, Master Plan, and College Executive
- ✓ Initiated Integrated Planning meetings that included SSSP, Student Equity, Basic Skills, AEBG, Perkins, Strong Workforce, and Title V
- ✓ Met with faculty development and Title V to plan faculty development for Guided Pathways
- ✓ Presented Guided Pathways overview to the Board
- ✓ Attended statewide and national training and information sessions
- ✓ Investigated infrastructure support platforms

## GOALS

- ✓ Establish and communicate specific vision and goals
- ✓ Continue making the case for change
- ✓ Begin modifications to developmental education and placement programs to make them more consistent with effective practice
- ✓ Align Master Plan goals with Guided Pathway
- ✓ Broadly engage faculty and staff in examining current practice and planning redesign
- ✓ Build technology infrastructure for Guided Pathways program
- ✓ Focus and integrate categorical programs and projects to more closely align with Guided Pathways structure and goals
- ✓ Receive Chancellor's Office funding to support Guided Pathways
- ✓ Develop an overall plan for communicating about Guided Pathways with the college community

## ACTIONS

- ✓ Established Steering Committee and meeting schedule
- ✓ Acquired platform for infrastructure
- ✓ Master Plan draft aligned with Guided Pathways approved
- ✓ Steering Committee Workgroups established
- ✓ Begin implementation of co-requisite college-level core requirements as an alternative to developmental education
- ✓ Attended required Chancellor's Office Workshop 10/16/17
- ✓ Finalized implementation of MMAP and evaluation processes, and further prepared for Common Assessment Initiative
- ✓ Established working groups for meta-majors, faculty development, compliance, and student focus groups
- ✓ Established faculty, administrator, and staff inquiry groups to design meta-majors

(CONTINUED)

**ACTIONS (CONTINUED)**

- ✓ Established work groups for implementation of Guided Pathways infrastructure implementation
- ✓ Published articles regarding Guided Pathways implementation and technology infrastructure in faculty newsletter
- ✓ Held Guided Pathways self-assessment forums for faculty and staff
- ✓ Visited Student Services faculty meetings to explain and discuss Guided Pathways
- ✓ Completed required Self-Evaluation for Chancellor's Office
- ✓ Held kick-off for EAB Navigate
- ✓ Accounts for Guided Pathways have been established
- ✓ GCC team attended IEPI workshop focusing on the Work Plan for the Chancellor's Office
- ✓ Draft of Chancellor's Office Work Plan completed
- ✓ Educational Advisory Board Opportunity Assessments held 3/15/18
- ✓ Multiple Measures Placement established for Math and English
- ✓ Chancellor's Office Work Plan completed
- ✓ Representative attended IEPI Advanced Guided Pathways workshop
- ✓ Focus groups with students held to help determine current areas of strength and weakness where Guided Pathways is concerned
- ✓ Initial approval of Guided Pathways Faculty Coordinator
- ✓ GCC team attended IEPI workshop to share work plans
- ✓ Guided Pathways presentation and panel at CSEA retreat
- ✓ Campus-wide Communications Workgroup discussions of Guided Pathways goals and message
- ✓ Planned faculty engagement to implement high-impact practice
- ✓ Completed initial draft of meta-majors and solicited feedback from Divisions and Senate
- ✓ Began work with categorical funding sources through the Integrated Planning committee to increase awareness of parallels between their missions and Guided Pathways
- ✓ Held Town Hall meetings to discuss Guided Pathways with the campus community

(CONTINUED)

YEARS

2017  
2018

## ENGAGEMENT + HIGH-LEVEL PLANNING

### ACTIONS (CONTINUED)

- ✔ Guided Pathways in Action workshop was held on campus and attended by 63 managers, classified staff, and faculty
- ✔ Held meeting to determine the best ways of communicating about Guided Pathways with the faculty, staff, and students
- ✔ Planned integration of Guided Pathways into faculty and classified institute day
- ✔ Filled long-term faculty GP coordinator position and established approval for counseling and classified GP coordinator positions



## GOALS

- ✓ Map program pathways for largest programs
- ✓ Scale modifications to developmental education in compliance with AB705 requirements
- ✓ Continue to develop and institutionalize faculty development programs
- ✓ Continue broad collaborations with governance to optimize Guided Pathways
- ✓ Continue focusing and integrating categorical funding initiatives and programs to be consistent with Guided Pathways
- ✓ Communicate regularly through established governance channels and steering committee representatives, soliciting feedback and modifying plans as appropriate
- ✓ Launch EAB Navigate technological infrastructure supporting the Guided Pathways model
- ✓ Establish plan for ongoing inquiry into the student experience
- ✓ Establish college-wide communication campaign focused on changes resulting from MMAP and AB705
- ✓ Establish mechanism for creation of online professional development material focused on Guided Pathways
- ✓ Establish a mechanism for sustainable online professional development focusing on key topics for Guided Pathways implementation
- ✓ Refresh Guided Pathways steering and workgroup structure through a broadly inclusive nomination process and direct involvement of shared governance
- ✓ Formalize a college-wide Scale of Adoption Assessment process to broaden engagement and inform planning
- ✓ Introduce EAB Navigate to counselors and students

## ACTIONS

- ✓ Identify priority pathways and establish draft default program maps
- ✓ Redesign intake systems underway

(CONTINUED)

## ACTIONS (CONTINUED)

- ✓ Revise MMAP to ensure optimal results—GCC’s Guided Placement Survey (GPS), consistent with AB705 implementation guidelines, is running at full scale in Assessment Center
- ✓ Completed retroactive re-placement of students using new plans established for retroactive re-placement of students using new AB705 math & English placement rules, including individualized communication campaign
- ✓ Design co-requisite programs in Math and English
- ✓ Evaluate counseling to support timely intervention
- ✓ Evaluate infrastructure to support effective student progress, monitoring, and counseling
- ✓ Continue communications and engagement with the college community regarding Guided Pathways
- ✓ Faculty Institute Day focusing on Guided Pathways
- ✓ Launch test sites of EAB Navigate and Campus technology platforms and coordinate testing, feedback and training among faculty and staff
- ✓ Launch EAB Navigate and Campus technology platforms, along with a coordinated information and support campaign for students—test site available to Counselors
- ✓ Host large student focus group and faculty survey, followed by panel discussion and keynote address at faculty institute day
- ✓ Establish team and supporting funds to focus on student voice inquiry
- ✓ Gain approval for funds to support creation of online professional development materials
- ✓ Completed RTEP hiring for counseling and classified coordinators
- ✓ Held information sessions for students and counselors to pilot EAB Navigate

(CONTINUED)

## ACTIONS (CONTINUED)

- ✔ Representatives from the college attended IEPI workshop in February
- ✔ Guided Pathways Coordinators are working with IT to ensure smooth implementation of EAB Navigate.
- ✔ Work with Research and Planning to solidify plans and initiate data collection for evaluation of established key components of guided pathways
- ✔ Establish a dedicated team of student co-designers to be integrated with staff teams throughout implementation of Guided Pathways
- ✔ Restructure Guided Pathways Steering Team for improved coordination, efficiency, and inclusive program design
- ✔ Develop Guided Pathways framework for Student Equity and Achievement Program
- ✔ Classified GP Coordinator selected: Frankie Strong
- ✔ Implement Program Mapper software to increase access to and visibility of metamajors and program maps
- ✔ Hold Counseling retreat to further engage the division in exploring new modes of operation consistent with Guided Pathways recommendations to better support student success
- ✔ Guided Pathways was the focus of the Division Chairs and Instructional Managers Retreat
- ✔ Create embedded metamajors counselors who will work directly with instructional divisions
- ✔ 49 program maps have been completed

## GOALS

- ✓ Continue development of meta-majors and default schedules
- ✓ Evaluate initial implementation
- ✓ Continue broad communications and engagement with governance
- Continue focusing and integrating categorical funding initiatives and programs to be consistent with Guided Pathways
- ✓ Increase modifications and improvements to developmental education
- ✓ Institutionalize changes to placement and intake processes
- Establish a framework to support an intentional action research agenda that examines the efficacy of Guided Pathways and develops practical knowledge and tools to support effective implementation at scale.

## ACTIONS

- ✓ EAB Navigate counselor training modules posted
- ✓ Ensure availability of drafts of default schedule offerings
- ✓ Pilot offerings of drafts of default schedules
- Continue to create default schedules based on meta-majors
- ✓ Re-design onboarding system
- Increase implementation of high-impact counseling practice integrated with Guided Pathways infrastructure
- ✓ Increase co-requisite offerings in Math and English
- ✓ Continue to refine and develop faculty development and engagement programs to increase high-impact classroom practice
- ✓ Work with categorical funding sources to institutionalize programs associated with Guided Pathways
- Refine evaluation process and criteria

(CONTINUED)

## ACTIONS (CONTINUED)

- ✓ EAB Navigate live for counselors and students
- ✓ Updated Guided Pathways Website
- ✓ Updated Guided Pathways Comment Box
- ✓ Guided Pathways presentations at Division Chairs, Classified Institute, and CSEA chapter meeting
- ✓ Guided Pathways Chaparral article
- ✓ Establishment of Guided Pathways workgroups
- ✓ Guided Pathways Workgroup leadership established
- ✓ Guided Pathways Workgroup presentation at faculty meeting
- ✓ Created Guaranteed and Priority Pathways Program that includes partnerships with the University of California Los Angeles, Santa Barbara, Davis, Riverside, Merced, Santa Cruz, and Irvine; California State University, Northridge and Los Angeles; Loyola Marymount, University of La Verne, Pacific Oaks College, and Pepperdine's Graziadio School of Business
- ✓ Held meetings with local community college Guided Pathways Coordinators to develop best practices
- ✓ Host guided pathways summit for colleagues in key implementation roles at other colleges in the region
- ✓ Held meetings to continue Guided Pathways staff development for classified staff
- ✓ Held meetings and webinars to get input for the Scale of Adoption Assessment (SOAA)
- ✓ Established regular contact with Regional Guided Pathways Coordinator, Sean Pepin
- ✓ Established Guided Pathways AB705 workgroup
- ✓ Develop a Guided Self-Placement tool for Credit ESL AB705 implementation
- ✓ Created a spreadsheet with data reflecting the GCC Scale of Adoption Assessment
- ✓ Hosted a faculty member and an administrator from Pasadena City College at the Guided Pathways Steering Committee meeting to discuss their Guided Pathways implementation

(CONTINUED)

YEARS

**2019**  
**2020**

INITIAL IMPLEMENTATION

## ACTIONS (CONTINUED)

- ✔ Working with division chairs to integrate instructional services into EAB Navigate
- ✔ Guided Pathways Coordinators are working with ASGCC leadership to create the Learning & Professional Pathways College Fair
- ✔ Develop Learning & Professional Pathway icons in collaboration with the Office of Communications
- ✔ Develop comprehensive website and marketing materials for the Learning & Professional Pathways and Program Maps

## GOALS

- Refine and improve scale implementation of the system from intake to completion.
- ✓ Continue faculty and staff development to increase high-impact practice
- ✓ Continue communications and engagement with the college community
- Complete full-featured implementation of EAB Navigate
- Establish Coordination with GCC CARES

## ACTIONS

- Begin scale implementation of meta-majors and default schedules
- Continue to evaluate and make changes based on previous evaluations
- ✓ EAB Navigate is currently available for students and counselors. This is the first phase of implementation that provides an online platform for the implementation of Guided Pathways
- ✓ Meta-Majors are now called Learning & Professional Pathways. The Learning & Professional Pathways are: (Language & Communication), (Visual & Performing Arts), (Business, Entrepreneurship & Management), (Industrial Technology & Aviation), (Science, Technology, Engineering & Math), (Health, Public Safety, & Wellness), (People, Power & Perspective), (Personal Exploration)
- ✓ (2020 - 2021) GCC has partnered with Pacific Oaks College to provide a Guaranteed Pathway for students
- ✓ Met with division chairs to discuss the next phase of EAB Navigate for instruction.
- ✓ Glendale will receive \$164,797 to support the implementation of Guided Pathways in the 2020 - 2021 academic year
- ✓ State leadership for Guided Pathways will now be under the direction of the Foundation for California Community Colleges.
- ✓ Configure new Learning and Professional Pathways (LPPs) and first wave of program maps in Program Mapper
- ✓ Develop and launch Noncredit Guided Placement Survey
- ✓ Advance the implementation of EAB Navigate in key areas: (1) new program maps; (2) appointment center; (3) early alert and coordinated care network tools; (4) course registration through Navigate
- ✓ Welcome new team of GP Student Co-developers

## ACTIONS (CONTINUED)

- ✓ Logo



- ✓ The Guided Pathways Coordinators are working with ASGCC leadership to create the Learning & Professional Pathways College Fair. Tentatively scheduled for November
- ✓ The Guided Pathways Counseling Coordinator (Kevin Meza) is now leading the counseling department training meetings
- ✓ Counselors are working on matching Career Theory (Holland Codes) to each Learning & Professional Pathway
- ✓ Learning & Professional Pathways workshops have begun to be offered in collaboration with ASGCC
- ✓ Hosted Information Session at the Garfield Information Day
- ✓ Establishing coordination between Guided Pathways, Student Equity and Achievement, and Title V efforts and projects
- ✓ Mobilizing planning of long-term sustainability of Guided Pathways initiatives
- ✓ Training is underway for appointment scheduling in EAB Navigate.
- ✓ Development of an Early Alert protocol in EAB Navigate has begun.
- Initiating an information campaign to inform faculty and staff regarding the capabilities of EAB Navigate
- ✓ Hosted information session at Garfield Information Day
- ✓ Begin technical planning of the integration of onboarding tools (e.g., CCC Apply, Guided Placement Survey, Navigate, MyPath, etc) into a cohesive system taking into account AB705 requirements and early evaluation findings
- ✓ The Student Services Cabinet held a two-part managers' retreat on January 22 and 29, and hosted the Student Services Convocation on February 5, all focused on the theme "Operationalizing Guided Pathways in Student Services"
- Launch pilot of several Coordinated Care Teams in conjunction with new Early Alert functions in Navigate



## ACTIONS (CONTINUED)

- ✓ Submitted Learning & Professional Pathways icons to academic departments and students for feedback
- ✓ Presented proposal to various constituencies and the Academic Senate to amend graduation requirements to include IGETC/CSU Breadth as general education options to promote local associate's degree completion and clarify pathways
- ✓ Complete and submit 2020-21 Scale of Adoption Assessment
- ✓ The Student Services Cabinet held a two-part managers' retreat on January 22 and 29, and hosted the Student Services Convocation on February 5, all focused on the theme "Operationalizing Guided Pathways in Student Services"
- ✓ Michael Ritterbrown appointed as one of two CIO representatives to the Chancellor's Office Guided Pathways Advisory Committee
- ✓ Launch new Guided Pathways Interactive Sessions model for involving the campus in Guided Pathways initiatives
- Integrate Program Mapping into the C&I process when updating or creating programs

## GOALS

- Transition campus-wide appointment scheduling to Navigate
- Transition Early Alert procedures and processes to Navigate
- Integrate Academic Planning, scheduling and registration into Navigate
- ✓ Begin technical planning of the integration of onboarding tools (e.g. CCC Apply, Guided Placement Survey, and Navigate) into a cohesive system
- Launch new Guided Pathways interactive sessions model for involving the campus in Guided Pathways initiatives
- Partner with Keys for Success workshop program to assess its ability to support students with persistence and completion of core classes.
- **New:** Align HSI grant goals and projects with larger Guided Pathways goals and projects

## ACTIONS

- ✓ Guided Pathways proposal to allow IGETC and CSU breadth requirements to qualify for a degree is now in effect
- Counselors will send guides to students regarding Learning and Professional Pathways (GCC's identifier for metamajors) and how to choose courses within an LPP. Guides will be sent in October
- ✓ All GCC program maps have been completed
- Coordinators will meet with division chairs to review and approve program maps
- ✓ Publish Program Maps and link to Learning and Professional Pathways webpage
- Add Program Maps to EAB Navigate's Academic Planning Tool
- Update the AB705 compliant placement process to be integrated with CCC. Apply, making the placement process seamless for most students
- ✓ Learning and Professional Pathways workshops have begun to be offered in collaboration with ASGCC
- Research and Planning has begun to build Student Support Teams using models of Cohort Management, Inquiry, and Design

(CONTINUED)

## ACTIONS (CONTINUED)

- **New:** Meetings held with HSI grant leaders and Guided Pathways leadership and administrative leadership to discuss collaboration and alignment
- **New:** The College has begun to build Success Teams to support students through their college experience. Success Teams will be comprised of Instructional Faculty, Classified Staff, Counselors, Administrators, and Students. An equity framework will be a major component of the Teams.
- **New:** Having reached the conclusion of a three year term, Guided Pathways Coordinators have completed self-evaluations for their release-time positions. Vice President of Instructional Services and Vice President of Student Services have completed supervisor-employee evaluations. The Guided Pathways Coordinator positions will be opened for applicants.
- **New:** Preparing to launch scheduling module in EAB Navigate.

## GOALS

- ✓ Develop Learning & Professional Pathway icons in collaboration with the Office of Communications
- Develop comprehensive website and marketing materials for the Learning & Professional Pathways and Program Maps
- Scale implementation of Guided Pathways
- Institutionalize evaluation and continuous improvement
- Complete Program Maps for all credit and noncredit programs and institute an ongoing review and updating process for continuous mapping

## ACTIONS

- Scale implementation of co-requisite programs in Math and English
- Make modifications based on evaluations
- Reviewed regional Guided Pathways coordinators YouTube site
- Addressing issues related to the integration of EAB Navigate and PeopleSoft

GLENDALE COMMUNITY COLLEGE DISTRICT

November 16, 2021

INFORMATIONAL REPORT NO. 7

TO: Board of Trustees

SUBMITTED BY: David Viar, Superintendent/President

PREPARED BY: Paul Schlossman, Vice President, Student Services  
Victoria Simmons, Vice President, Human Resources

SUBJECT: VACCINATION MANDATE IMPLEMENTATION UPDATE

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DESCRIPTION OF HISTORY / BACKGROUND

This report is being submitted for informational purposes.

GLENDALE COMMUNITY COLLEGE DISTRICT

November 16, 2021

INFORMATIONAL REPORT NO. 8

TO: Board of Trustees

SUBMITTED BY: David Viar, Superintendent/President

PREPARED BY: Calvin Madlock, Chief Information Systems Officer

SUBJECT: PROTECTING INSTITUTIONAL ASSETS

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DESCRIPTION OF HISTORY / BACKGROUND

This report is being submitted for informational purposes.

# Protecting Institutional Assets



***CALVIN MADLOCK***

Chief Information Systems Officer – Board Presentation

*Glendale Community College*

## ***“Information Technology Services”***

*Board of Trustees Meeting - November 16, 2021*

# Protecting Institutional Assets

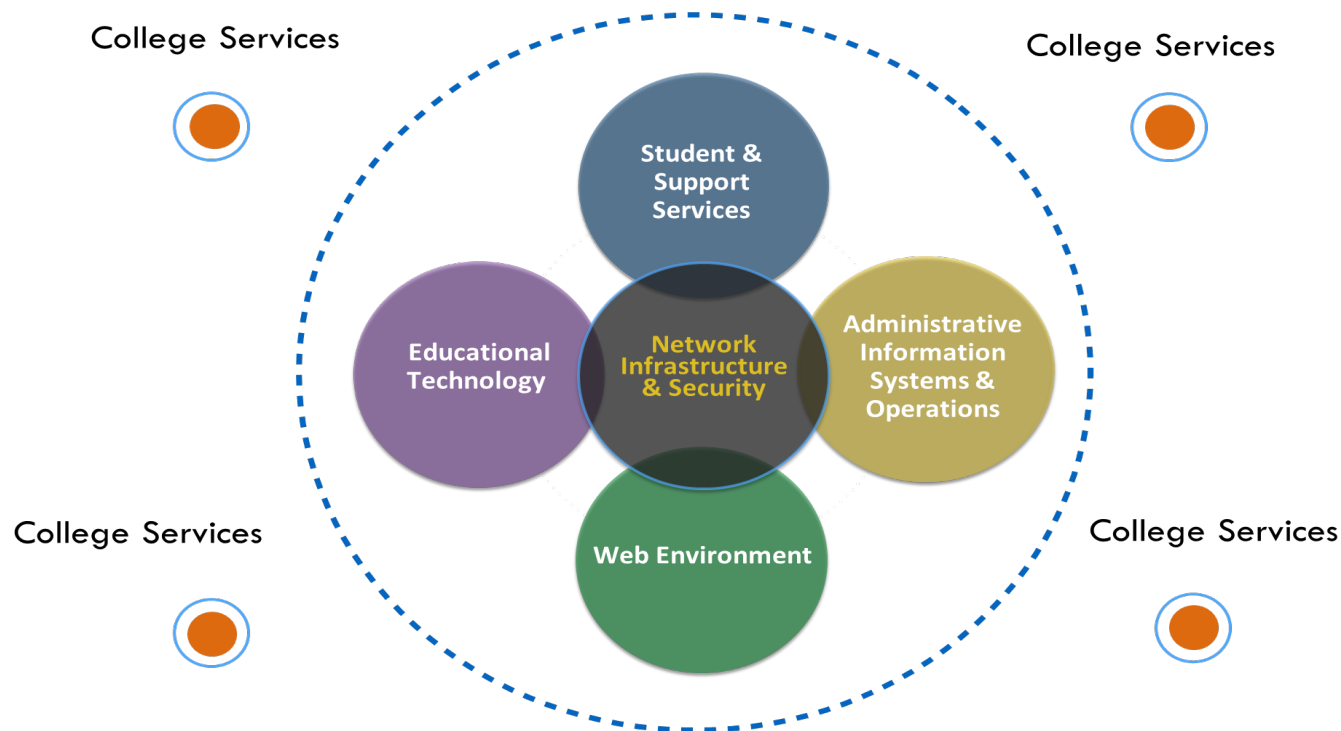
- Overview
- Electronic Information Threats
- Multiple Factor Authentication
- Admissions Application Shams
- Kokomo 24/7 Vaccine Tracking
- Questions



# Overview

Security Governance sets policy allowing management of controls ensuring data confidentiality, integrity, and availability for Glendale Community College's organizational resources. BP3720/AR3720

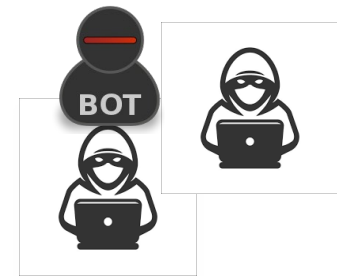
## ITS ECO System/Resources



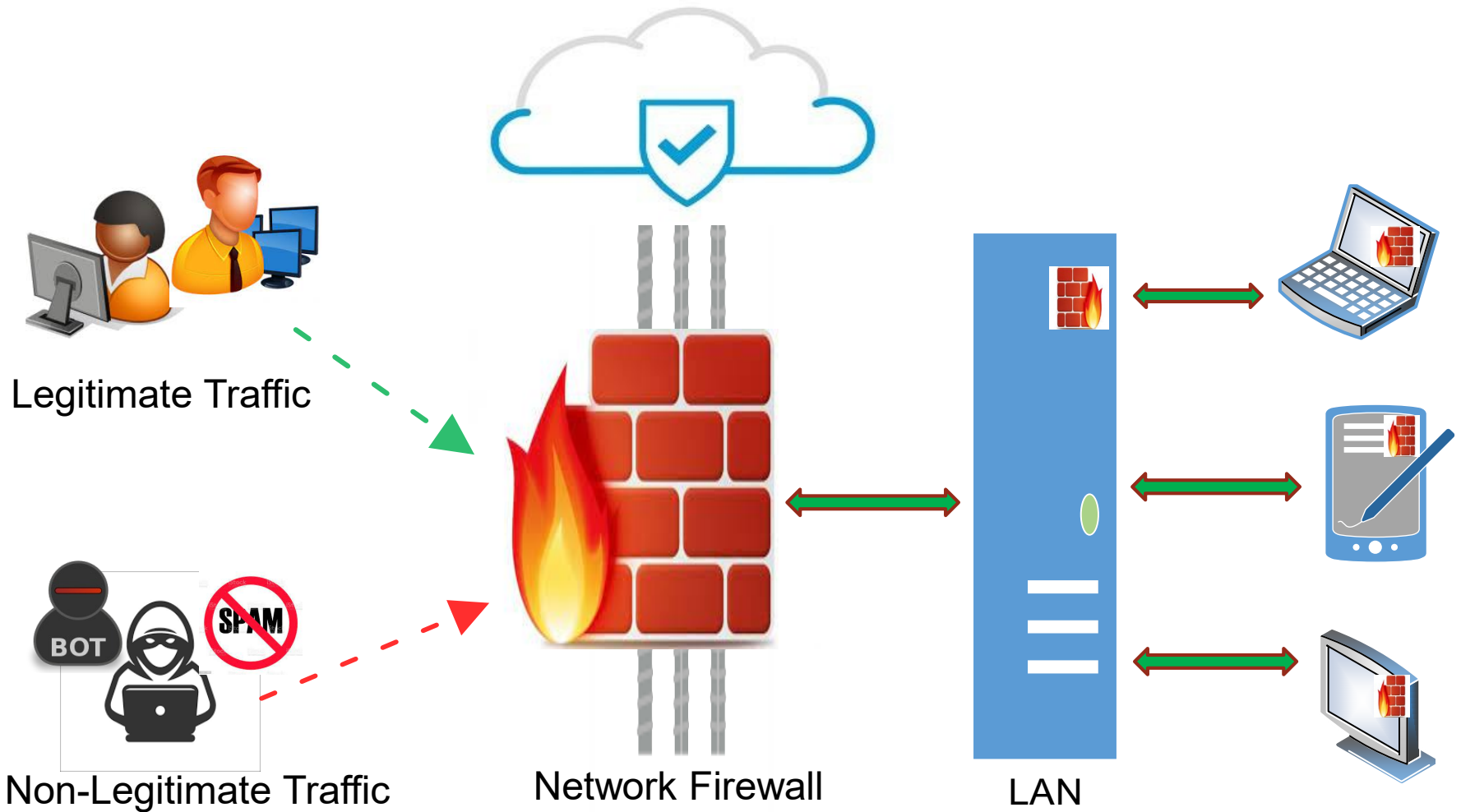
# Electronic Information Threats

“From Aug. 14 to Sept. 12, 2021, educational organizations were the target of over [5.8 million malware attacks](#), or [63%](#) of all such attacks.”  
ref. **Government Computer Network (GCN)**

- Cybersecurity Risk Assessment
  - Unauthorized Access (*phishing*)
  - External Threats (*social engineering*)
  - Malware
- Safeguards Applied
  - Password Reset
  - Least Privilege Model
  - Virus Software Deployment
- Sustainable Future
  - Cybersecurity Analyst Position
  - CCC Technology Resource Center
  - Security Awareness Training
  - Cybersecurity Insurance - ASCIP



# Electronic Information Threats Cont..

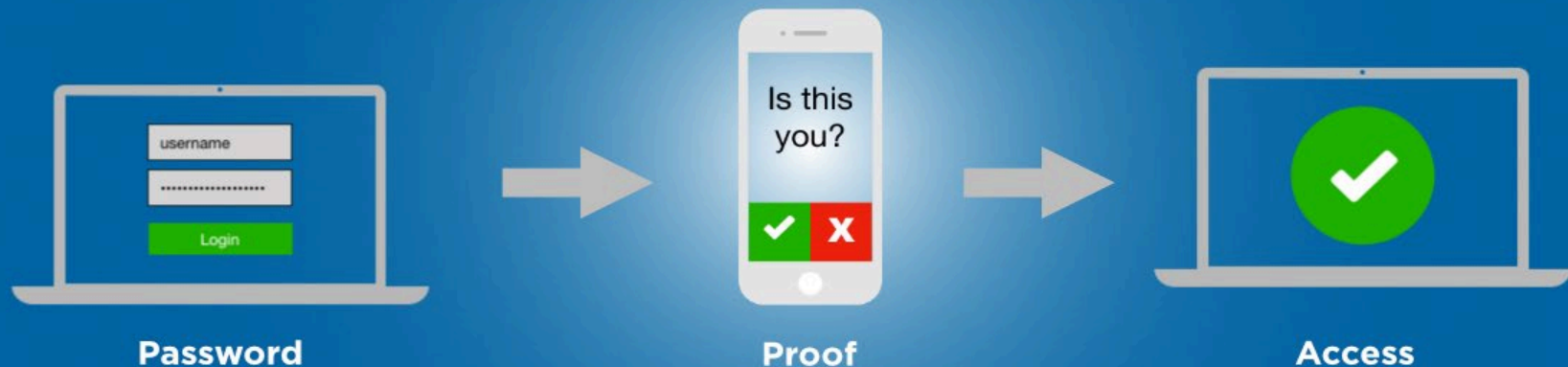


# Multiple Factor Authentication

*“Authentication method that requires user to provide two or more verification factors to gain access to resources at GCC”*

- Extended Network Access
  - Virtual Private Network (VPN)
- Two Factor Authentication (2FA)
  - Faculty, Staff, Student (*ccc tech center*)

## Multi-Factor Authentication



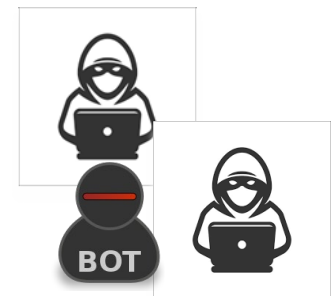
# Admissions Application Shams

“More than 65,000 fake students applied for financial aid in wide community college scam” ref. **Los Angeles Times – September 1, 2021**

- CCC Apply Open Architecture
  - Imperva Fraud Prevention Software
  - 2Factor Authentication (*coming soon*)

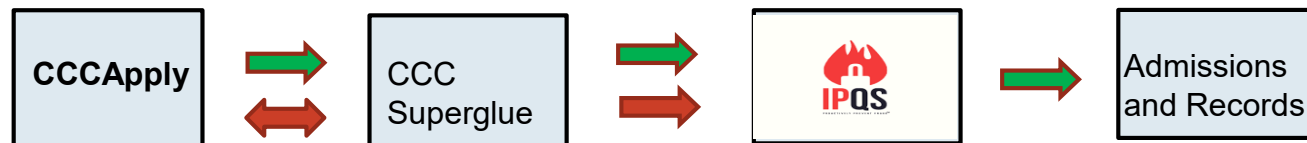
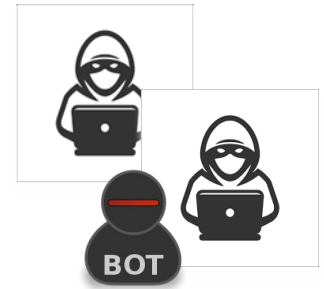


A screenshot of the OpenCCC login interface. At the top, there is a dark blue header with the California Community Colleges logo and the text 'California Community Colleges' and 'OpenCCC'. Below the header, a message reads: 'To continue to a California Community College secure web application, please sign in or create a new account.' The main content area contains a login form with two tabs: 'Sign In' (selected) and 'Forgot?'. The form has two input fields: 'Username' with a placeholder '- Enter OpenCCC Username -' and 'Password' with a placeholder '- Enter OpenCCC Password -'. A blue 'Sign In' button is positioned to the right of the password field. Below the form is a link that says 'Create a New Account'. At the bottom of the page, it states 'A Service Of The California Community Colleges Chancellor's Office' and includes links for 'Help', 'Terms of Use', 'Accessibility', and 'Privacy Policy'.



# Admissions Application Shams Cont..

- Consequences of Fake Applications
  - Inflated Enrollments Numbers
  - Disruption of Classroom Instruction
  - Erroneous Financial Aid Disbursement
  - Increase Back Office Work Loads
- GCC Admissions Applications
  - Fraud Application Task Force
  - CCC Technology Center Superglue
  - IPQualityScore (IPQS) Protection
  - Admissions/Financial Aid Dashboard



# Kokomo 24/7 Vaccine Tracking

*“COVID19 vaccine tracking software platform to manage and maintain a return to new normalcy in compliance with Board Policy 3507”*

- Return to Campus Work Life
- Return to Learning Campus Community
- Platform for Workplace Health and Safety
- **Temporary Stop Gap for In-person Fraud Applications**



Questions?



GLENDALE COMMUNITY COLLEGE DISTRICT

November 16, 2021

CONSENT CALENDAR NO. 1

TO: Board of Trustees  
FROM: David Viar, Superintendent/President  
PREPARED BY: Office of the Superintendent/President  
SUBJECT: APPROVAL OF MINUTES – REGULAR BOARD MEETING

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The Superintendent/President recommends that the Board of Trustees approve the Regular Board Meeting minutes of October 19, 2021.

**GLENDALE COMMUNITY COLLEGE DISTRICT**

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

**BOARD OF TRUSTEES MEETING NO. 5**

The regular meeting of the Glendale Community College District Board of Trustees was called to order by Dr. Hacopian at 5:00 p.m. on Tuesday, October 19, 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. Diana Morales 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 Student Trustee Morales.

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

No comments presented regarding items on the agenda.

**RESOLUTIONS**

1. Resolution No. 07-2021-2022: Support of Undocumented Student Action Week - Monday, October 18 through Friday, October 22, 2021

It was moved (Ransford) and seconded (Portillo Rabinov) to adopt Resolution No. 07-2021-2022 to support Undocumented Student Action Week during the week of October 18 - 22, 2021.

The motion passed unanimously.

2. Resolution No. 08-2021-2022: Support of Campus Equity Week – Monday, October 25 through Friday, October 29, 2021

It was moved (Portillo Rabinov) and seconded (Davis) to adopt Resolution No. 08-2021-2022 to support Campus Equity Week during the week of October 25 - 29, 2021.

The motion passed unanimously.

3. Resolution No. 09-2021-2022: Transfer from the Unrestricted General Fund (01) to the Self Insurance Fund (18) for the 2021-22 Workers Compensation Insurance Premiums

It was moved (Ransford) and seconded (Davis) to adopt Resolution No. 09-2021-2022 to transfer \$1,250,000 from the Unrestricted General Fund (01) to the Self Insurance Fund (18) for the 2021-22 Workers Compensation insurance premiums.

The motion passed unanimously.

## RESOLUTIONS - continued

4. Resolution No. 10-2021-2022: Transfer from the Unrestricted General Fund (01) to the Self Insurance Fund (18) for the 2021-22 Liability and Property Insurance Premiums

It was moved (Portillo Rabinov) and seconded (Ransford) to adopt Resolution No. 10-2021-2022 transfer \$500,000 from the Unrestricted General Fund (01) to the Self Insurance Fund (18) for the 2021-22 liability and property insurance premiums.

The motion passed unanimously.

5. Resolution No. 11-2021-2022: Transfer from the Unrestricted General Fund (01) to the Self Insurance Fund (18) for the 2021-22 Dental and Vision Plan Claims

It was moved (Ransford) and seconded (Davis) to adopt Resolution No. 11-2021-2022 to transfer \$900,000 from the Unrestricted General Fund (01) to the Self Insurance Fund (18) for the 2021-22 dental and vision plan claims.

The motion passed unanimously.

6. Resolution No. 12-2021-2022: To Establish an Appropriations Limit for 2021-22 in Compliance with Article XIII-B of the State Constitution

It was moved (Davis) and seconded (Portillo Rabinov) to adopt Resolution No. 12-2021-2022 in order to establish an appropriations limit for 2021-22 in compliance with Article XIII-B of the State Constitution.

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 and 3 were duly noted.

4. Vaccination Mandate Implementation Update

Dr. Schlossman provided information regarding the vaccination mandate utilizing the Kokomo 24/7 Safety Cloud service launched for students on 9/24/21 and employees 9/27/21. User support is accessible through [Vaxinfo@glendale.edu](mailto:Vaxinfo@glendale.edu), at 818-240-1000 x3456, the GCC Vaccination Mandate webpage and at the Kokomo Live Zoom Help Desk. GCC is providing on-site vaccination and testing clinics for students and staff. The deadline for students and staff attending in-person is October 31<sup>st</sup>. Those in-person students who are not in compliance will be dropped from their (in-person) classes on Monday, November 1<sup>st</sup> and staff will be handled through Human Resources. Going forward, those students who have not complied through the Kokomo 24/7 system will be blocked from Winter 2022/Spring 2022 registration.

## CONSENT CALENDAR – ACTION

1. Approval of Minutes - Regular Board Meeting of September 14, 2021
2. Warrants - District Funds September 1, 2021 through September 30, 2021 totaling \$13,710,378.73

## **CONSENT CALENDAR – ACTION - continued**

3. Contract Listing and Purchase Order Listing – September 1, 2021 through September 30, 2021 totaling \$11,744,256.29
4. Declaration of Surplus Equipment
5. Revised Course – Anthropology 105
6. Staffing Report No. 4 – 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 - 6.

The motion passed unanimously.

## **NEW BUSINESS REPORTS – ACTION**

1. Tentative Agreement – Salary Schedule and Stipend Increase between the District and Guild, Retroactive to July 1, 2021

It was moved (Ransford) and seconded (Davis) to approve the compensation tentative agreement of a 5% adjustment to all salary schedules and stipends contained the Collective Bargaining Agreement between the District and Guild, July 1, 2018 through June 30, 2021, as delineated in the attached tentative agreement, retroactive to July 1, 2021.

The motion passed unanimously.

2. Tentative Agreement - Salary Schedule Increase between the District and California School Employees and Association (CSEA) Glendale Community College Chapter #76, Retroactive to July 1, 2021

It was moved (Benlian) and seconded (Davis) to approve the compensation tentative agreement of a 5% adjustment to all salary schedules and stipends contained the Collective Bargaining Agreement between the District and CSEA Glendale Community College Chapter 76, July 1, 2018 through June 30, 2021, as delineated in the attached tentative agreement, retroactive to July 1, 2021.

The motion passed unanimously.

3. Management and Confidential (MaC) Employees Schedule and Stipend Increase, Retroactive to July 1, 2021

It was moved (Portillo Rabinov) and seconded (Ransford) to approve a 5% increase to the MaC group's salary schedules and stipends, retroactive to July 1, 2021.

The motion passed unanimously.

4. Approval of Executive Search Firm for Superintendent/President Search

It was moved (Benlian) and seconded (Davis) to approve the hiring of PPL, Inc. to guide and support the 2021-22 search for Glendale Community College District's next Superintendent/President.

The motion passed unanimously.

## **NEW BUSINESS REPORTS – ACTION - continued**

5. Process for Search and Selection of Superintendent/President – Presentation, Dr. Ben Duran, President and Dr. Lisa Sugimoto, Vice President, PPL, Inc.

PPL, Inc. President Duran and Vice President Sugimoto noted the timeline proposed is 6-9 months with a goal to have a final decision by April-May 2022. It is key not to lose good candidates to other districts with open CEO positions so, moving forward quickly with the hiring process is essential. The group will begin by assessing the College Institutional Master plan, challenges, opportunities, leadership needed, professional qualifications and qualities.

Once criteria is established through the college governance process and approved by the Board, PPL, Inc. will recruit candidates through job announcements, utilize advertising and outreach, engage contacts, and identify prospects. Then selecting and evaluating semi-finalists will be done by the Screening Committee through assessment of applications and resumes based on criteria and interviews. The Screening Committee will make the decision on those to advance for Board consideration, determine the number to move forward and present individual names/qualifications to the Board in closed session.

Once candidates have been accepted for consideration by the Board, reference checks will be conducted, college and community forums will be held, and final interviews will be completed with the Board.

It was moved (Benlian) and seconded (Portillo Rabinov) to approve the composition of the Screening Committee as presented in the agenda:

- 3 faculty members identified by mutual agreement of the presidents of the Academic Senate and Guild
- 2 classified staff members identified by the president of CSEA
- 3 managers/administrators from Cabinet and identified by the Superintendent/President
- 1 student identified by the president of ASGCC
- 1 Glendale College Foundation member identified by the president of the Foundation
- 1 non-voting EEO representative
- 1 non-voting chair, vice president of human resources

The motion passed unanimously.

It was moved (Davis) and seconded (Portillo Rabinov) to approve the tentative schedule for the search screening and selection process as presented in the agenda.

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**

No requests for information provided.

**COMMENTS FROM THE AUDIENCE ON ANY SUBJECT**

Viar read public comment from community member, Poghos Kazarian, regarding “alleged adverse, illegal and retaliatory actions, intentional, coerced or out of fear or ignorance, that were taken against me...”

**ADJOURNMENT**

Meeting adjourned at 6:40 p.m.

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Board of Trustees President

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Board of Trustees Clerk

Board of Trustees Regular Meeting, October 19, 2021  
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, November 16, 2021.

GLENDALE COMMUNITY COLLEGE DISTRICT  
 November 16, 2021  
 CONSENT CALENDAR NO. 2  
 FINANCE REPORT

TO: Board of Trustees  
 SUBMITTED BY: David Viar, Superintendent/President  
 REVIEWED BY: Anthony Culpepper  
 Executive Vice President, Administrative Services  
 PREPARED BY: Angineh Baghoomian, District Accountant  
 SUBJECT: WARRANTS - DISTRICT FUNDS  
 OCTOBER 01, 2021 THROUGH OCTOBER 31, 2021

It is recommended that "A" form (Payroll Warrants) as shown below totaling: \$ 6,605,502.94  
 and "B" form (Other Than Payroll Warrants) NO 008879 through 15423 be approved: 22,226,968.77  
 \$ 28,832,471.71

REGISTER NUMBER		WARRANT NUMBER		DESCRIPTION	AMOUNT
C1C	C	7068108	--- 7068193	Certificated Monthly	\$ 3,760,477.54
		3649441	--- 3650057	Certificated Monthly	-
C1C	N	7068194	--- 7068194	Classified Hourly	55,229.27
		3650058	--- 3650082	Classified Hourly	-
272	C	7068872	--- 7068873	Certificated Monthly	3,065.44
274	C	7071780	--- 7071780	Certificated Monthly	996.21
277	C	7071946	--- 7071956	Certificated Monthly	8,808.64
277	N	7071957	--- 7071959	Classified Monthly	3,777.90
278	C	7076939	--- 7076948	Certificated Monthly	16,947.22
E4F	N	7074047	--- 7074067	Classified Monthly	2,080,369.69
		3688281	--- 3688610	Classified Monthly	-
C3C	C	7081188	--- 7081188	Certificated Hourly	2,514.65
		3711207	--- 3711207	Certificated Hourly	-
C3C	N	7081189	--- 7081300	Classified Hourly	85,078.57
		3711208	--- 3711218	Classified Hourly	-
279	C	7082434	--- 7082434	Certificated Monthly	4,717.50
279	N	7082435	--- 7082452	Certificated Monthly	12,695.53
284	C	7083702	--- 7083704	Certificated Monthly	3,174.19
284	N	7083705	--- 7083735	Classified Monthly	17,903.66
285	N	7085707	--- 7085745	Classified Monthly	17,544.30
286	C	7086206	--- 7086207	Certificated Monthly	957.03
287	N	7086556	--- 7086556	Classified Monthly	401.10
288	N	7087617	--- 7087620	Classified Monthly	1,170.00
291	C	7087933	--- 7087933	Certificated Monthly	755.04
291	N	7087934	--- 7087935	Classified Monthly	2,885.03
292	N	7088051	--- 7088051	Classified Monthly	247.83
298	N	7097074	--- 7097077	Classified Monthly	1,218.00
C2D	C	7098920	--- 7098938	Certificated Hourly	478,553.82
		3764015	--- 3764167	Certificated Hourly	-
C2D	N	7098939	--- 7098939	Classified Hourly	46,014.78
		3764168	--- 3764183	Classified Hourly	<u>\$ 6,605,502.94</u>

### Summary of Commercial Warrants

	Amount	Count
GENERAL FUND - UNRESTRICTED	4,545,573.09	192
GENERAL FUND - RESTRICTED	703,703.64	157
STUDENT FINANCIAL AID	6,025,323.78	8
SELF INSURANCE	56,575.38	5
PROFESSIONAL DEVELOPMENT CENTER	32,972.35	20
GO BOND SERIES A	10,623,472.31	34
MEASURE GC-GO BOND, SERIES A	919.15	2
PAYROLL CLEARING	238,429.07	27

<b>\$22,226,968.77</b>	<b>445</b>
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**GLENDALE COMMUNITY COLLEGE DISTRICT  
Commercial Warrants**

**Fund: 1            GENERAL FUND - UNRESTRICTED**

OBJECT CODE	OBJECT NAME	NUMBER of ENTRIES	AMOUNT
3509	STATE UNEMPLOYMENT INSURANCE	1	5,483.89
3790	RETIREE EMPLOYEE BENEFITS	3	31,582.69
3809	ALTERNATE RETIREMENT PLAN	2	588.23
4300	INSTRUCTIONAL SUPPLIES	4	653.02
4530	SUPPLIES & MATERIALS-BLDGS	12	21,868.19
4550	SUPPLIES & MATERIALS-EQUIPMENT	2	491.21
4560	SUPPLIES & MATERIALS-CUSTODIAL	2	45,729.04
4590	OTHER SUPPLIES	26	8,833.25
5110	CONTRACT CONSULTANT	2	6,875.00
5130	CONTRACT DOCTORS & NURSES	1	50.00
5220	TRAVEL	5	3,790.10
5300	MEMBERSHIP AND DUES	4	25,507.00
5510	NATURAL GAS	1	11,364.36
5520	LIGHT AND POWER	3	141,429.10
5521	GLENDALE WATER/SEW/RUBBISH	2	15,358.39
5522	GARFIELD E/W/S/R	1	16,457.06
5540	TELEPHONE	4	11,886.02
5560	TRASH DISPOSAL	3	10,578.95
5650	VENDOR REPAIRS-EQUIPMENT	19	123,948.48
5655	VENDOR REPAIRS-VEHICLES	2	4,428.67
5690	ALL OTHER CONTRACT SERVICES	66	505,990.69
5710	AUDIT COST	1	6,000.00
5825	PRINTING AND ADVERTISING	3	4,596.55
5850	POSTAGE	4	235.78
5860	OPER. COST-DIST VEHICLES	1	1,145.86
5885	STUDENT TRANSPORTATION	2	12,274.51
5890	OTHER EXPENSE	1	300.00
6420	NON-INSTRUCTIONAL EQUIPMENT	2	983.08
6520	LEASE PURCHASE-PERSONAL PROP.	3	8,422.59
9518	TAX SHELTER ANNUITY	1	10,000.00
9530	FB-SUBS-H&W	4	863,439.87
9531	FB-SUBS-SUI	1	7,059.96
9535	FB SUBS-ARP	1	25,534.23
9555	STUDENT REFUNDS	2	2,586,234.82
9557	ACCOUNTS PAYABLE - STUDENT REPRESENTATION FEE	1	26,452.50
		<b>192</b>	<b>\$4,545,573.09</b>

**GLENDALE COMMUNITY COLLEGE DISTRICT  
Commercial Warrants**

**Fund: 3            GENERAL FUND - RESTRICTED**

OBJECT CODE	OBJECT NAME	NUMBER of ENTRIES	AMOUNT
4300	INSTRUCTIONAL SUPPLIES	33	53,641.11
4550	SUPPLIES & MATERIALS-EQUIPMENT	2	198.93
4590	OTHER SUPPLIES	20	62,539.76
5110	CONTRACT CONSULTANT	34	76,085.75
5220	TRAVEL	5	2,150.00
5221	TRAINING	1	4,200.00
5610	RENT & LEASES - REAL PROP	1	96.00
5615	RENTS & LEASE-PERSONAL PROPERT	1	260.28
5650	VENDOR REPAIRS-EQUIPMENT	1	2,771.69
5655	VENDOR REPAIRS-VEHICLES	1	784.47
5690	ALL OTHER CONTRACT SERVICES	31	290,154.41
5825	PRINTING AND ADVERTISING	2	2,580.15
5850	POSTAGE	1	25,000.00
5890	OTHER EXPENSE	2	416.53
6310	LIBRARY BOOKS	1	134.72
6320	SERIALS, CONTINUATION BOOKS	1	1,554.32
6410	INSTRUCTIONAL EQUIPMENT	6	37,749.55
6420	NON-INSTRUCTIONAL EQUIPMENT	3	17,172.12
6510	LEASE PURCHASE-REAL PROPERTY	1	1,400.00
6520	LEASE PURCHASE-PERSONAL PROP.	2	8,204.77
8871	COMMUNITY SERVICE	1	89.00
9530	FB-SUBS-H&W	6	111,520.67
9531	FB-SUBS-SUI	1	1,616.58
9535	FB SUBS-ARP	1	3,432.72
9552	USE TAX PAYABLE	-1	-49.89
		<b>157</b>	<b>\$703,703.64</b>

**Fund: 9            STUDENT FINANCIAL AID**

OBJECT CODE	OBJECT NAME	NUMBER of ENTRIES	AMOUNT
5690	ALL OTHER CONTRACT SERVICES	4	16,398.55
7500	STUDENT FINANCIAL AID	4	6,008,925.23
		<b>8</b>	<b>\$6,025,323.78</b>

**GLENDALE COMMUNITY COLLEGE DISTRICT  
Commercial Warrants**

**Fund: 18      SELF INSURANCE**

OBJECT CODE	OBJECT NAME	NUMBER of ENTRIES	AMOUNT
3409	H & W, TEACHERS	2	51,922.79
3790	RETIREE EMPLOYEE BENEFITS	1	3,476.14
6420	NON-INSTRUCTIONAL EQUIPMENT	2	1,176.45
		<b>5</b>	<b>\$56,575.38</b>

**Fund: 59      PROFESSIONAL DEVELOPMENT CENTER**

OBJECT CODE	OBJECT NAME	NUMBER of ENTRIES	AMOUNT
4590	OTHER SUPPLIES	1	86.60
5510	NATURAL GAS	1	27.46
5530	WATER	1	110.30
5690	ALL OTHER CONTRACT SERVICES	14	32,661.49
9530	FB-SUBS-H&W	2	63.85
9531	FB-SUBS-SUI	1	22.65
		<b>20</b>	<b>\$32,972.35</b>

**Fund: 70      GO BOND SERIES A**

OBJECT CODE	OBJECT NAME	NUMBER of ENTRIES	AMOUNT
5690	ALL OTHER CONTRACT SERVICES	12	173,239.88
5730	LEGAL SERVICES	1	10,469.27
5890	OTHER EXPENSE	1	148,289.02
6120	SITE IMPROVEMENT	1	357,555.47
6210	BUILDING IMPROVEMENT	2	2,018,899.82
6215	NEW CONSTRUCTION	2	6,725,537.50
6220	ARCHITECT AND ENGINEERING	5	979,152.60
6230	CONSTRUCTION MANAGEMENT	3	98,041.75
6240	INSPECTION AND TESTING FEES	7	112,287.00
		<b>34</b>	<b>*****</b>

**Fund: 74      MEASURE GC-GO BOND, SERIES A**

OBJECT CODE	OBJECT NAME	NUMBER of ENTRIES	AMOUNT
5690	ALL OTHER CONTRACT SERVICES	2	919.15
		<b>2</b>	<b>\$919.15</b>

**GLENDALE COMMUNITY COLLEGE DISTRICT  
Commercial Warrants**

**Fund: 76      PAYROLL CLEARING**

OBJECT CODE	OBJECT NAME	NUMBER of ENTRIES	AMOUNT
9502	ALTERNATE RETIREMENT PLAN	1	28,966.95
9517	VOLUNTARY DEDUCTIONS	6	84,410.00
9530	FB-SUBS-H&W	6	51,332.72
9576	VOLUNTARY CHARITABLE DEDUCTIONS	2	102.00
9577	VOLUNTARY UNION DEDUCTIONS	10	56,284.43
9579	VOLUNTARY DISABILITY/LIFE INS DED - 12	2	17,332.97
		<b>27</b>	<b>\$238,429.07</b>

**GLENDALE COMMUNITY COLLEGE DISTRICT  
FINANCE REPORT NO. 3  
Contract Listing and Purchase Order Listing**

10/01/21      -      10/31/21

**REPORT DATE: 16-NOV-21**

**REPORT OF RECOMMENDATION**

**TO: THE BOARD OF TRUSTEES**

**SUBMITTED BY: DAVID VIAR, SUPERINTENDENT/PRESIDENT**

**PREPARED BY: PURCHASING OFFICE**

**SUBJECT: CONTRACT LISTING and PURCHASE ORDER LISTING**

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**IT IS RECOMMENDED THAT THE FOLLOWING CONTRACTS  
ISSUED AS NEEDED TO MEET OPERATIONAL NEEDS BE  
AUTHORIZED:**

Summary of Contracts

GENERAL FUND - UNRESTRICTED	896,257.33	193
GENERAL FUND - RESTRICTED	2,068,096.95	255
STUDENT FINANCIAL AID	50,000.00	1
SELF INSURANCE	142.89	1
PROFESSIONAL DEVELOPMENT CENTER	3,970.00	2
GO BOND SERIES A	11,304,539.93	37
GO BOND SERIES B & C	53,484.00	1

Grand Total:

<b>\$14,376,491.10</b>	<b>490</b>
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**GLENDALE COMMUNITY COLLEGE DISTRICT  
FINANCE REPORT NO. 3  
Contract Listing & Purchase Order Listing**

10/01/21 - 10/31/21

November 16, 2021

Fund: 01 GENERAL FUND - UNRESTRICTED

PO #	VENDOR NAME	DESCRIPTION	AMOUNT
<b>CONTRACT-CONSTRUCTION</b>			
84409	COMMUNICATION CABLING SOLUTIONS INC	Data and Cabling	25,000.00
<b>CONTRACT-PERSONAL SERVICE</b>			
84258	SABRINA BENSIMON	Review multimodel class project Oct 25 2021	180.00
84287	HOLLY SCHIEFELBEIN	Authentic Assessment presentation & workshop CESL & NC ESL Divisions Oct 22 2021	500.00
84342	KIM SCHOENSTADT	Artwork - Mural Project	6,500.00
<b>CONTRACT-RENT/LEASE</b>			
84299	BROADWAY PLAY PUBLISHING INC	Book - Jaunita's Statue	93.10
<b>CONTRACT-SERVICE</b>			
83452	INTRINZEC ENERGY INC	BMS Troubleshooting and RFP Packages	30,000.00
84123	PERFORMANCE ARCHITECTS INC	DB Assistance	200,000.00
84152	COMPUTERLAND - SILICON VALLEY	Disaster Recovery Plan	30,212.50
84169	SCRIP-SAFE SECURITY PRODUCTS INC	Renewal Diploma On Demand # year Maintenance and Support	750.00
84229	CONCEPT3D	Software Service - Interactive Maps Per Agreement	20,605.00
84312	SPECTRUM BUSINESS	Blanket for VFA Fiscal Year 2022	1,200.00
84317	CONVERGEONE INC	Campus Police Firewall Per Proposal	13,085.13
84323	CONVERGEONE INC	Campus Police Firewall SOW	8,245.00
84324	COMPUTERLAND - SILICON VALLEY	Strategic Plan	18,000.00
84335	CENTRE SCAPES INC	Life Skills & Child Development Center - One (1) time per week detailed landscape clean up. All chemicals included	11,820.00
84354	E G BRENNAN & CO	Widimer 776 Validator	2,184.53
84388	INTEGRATED NONPROFIT SERVICES LLC	Raiser's Edge Consulting	135.00
84389	EISENHART & ASSOCIATES	Assistance With Major Gifts Program	977.50
84411	INTRINZEC ENERGY INC	RFP Assistance	50,000.00
<b>DEFAULT-DEFAULT</b>			
84426	COUNTY OF LOS ANGELES	Assessment	3,996.38
<b>EQUIPMENT-COMPUTER</b>			
83419	DELL MARKETING LP	Opliplex Mircros	6,562.49
84216	DELL MARKETING LP	Opliplex Mircros	7,048.72
84368	OCEAN INTERFACE CO., INC.	HP Laserjet M404dw	416.82
<b>EQUIPMENT-FACILITIES</b>			
84364	VISION COMMUNICATIONS CO	Sales Tax	3,291.76
84364	VISION COMMUNICATIONS CO	EP8100-U1: port radio 1024 CH 4 watts, 400-470 MHZ, 2"HD color LCD, full keypad, DMR tier II, IP67. 70 radios. Order 0101052.	34,650.00
<b>EQUIPMENT-OFFICE</b>			

**GLENDALE COMMUNITY COLLEGE DISTRICT  
FINANCE REPORT NO. 3  
Contract Listing & Purchase Order Listing**

10/01/21 - 10/31/21

November 16, 2021

Fund: 01                      GENERAL FUND - UNRESTRICTED

PO #	VENDOR NAME	DESCRIPTION	AMOUNT
<b>EQUIPMENT-OFFICE</b>			
84423	QUADIENT INC	Mail Machine	8,607.18
84424	QUADIENT INC	Ink and Sealant Supplies	500.00
<b>FURNITURE-FURNITURE</b>			
84328	INDOFF INCORPORATED	Campus Police Per Quote 8480801	7,138.51
<b>MAINT AGREEMENT-COMPUTERS</b>			
84309	SCANTRON CORPORATION	Class Climate	9,783.00
<b>MAINT AGREEMENT-COPIER</b>			
84296	MRC SMART TECHNOLOGY SOLUTIONS	Math Division Copier SN AE7159691 Vaid 08/26/21-08/25/22	1,091.43
84297	MRC SMART TECHNOLOGY SOLUTIONS	Foundation office Copier SNE1B982691 Maintenance Agreement 08/18/21-08/17/22	2,647.31
84300	MRC SMART TECHNOLOGY SOLUTIONS	Construction Copier	6,000.00
84319	CANON SOLUTIONS AMERICA INC	Garfield Copier DHL17098 adn DHK17050 Renewal Blanket PO per Copies Made 7/1/21-6/30/22	1,000.00
<b>MEMBERSHIPS-MEMBERSHIPS</b>			
84310	CCL	Membership Dues Fiscal Year 2022	150.00
84384	IIE INSTITUTE OF INTERNATIONAL EDUCATION	Membership Dues 2022 International Students	375.00
<b>OTHER SERVICES-OTHER SERVICE</b>			
83502	CREATIVE CONCEPTS LANDSCAPE MANAGEMENT INC	Weekly Landscape Tennis Courts and surrounding stairways, walkways, bleachers, and the adjacent concrete patio area. \$1,000/mo Proposal 579	10,000.00
83755	CALSTRS	CalSTRS Retirement Plan	588.23
83915	H2O POWER WASH AND STEAM	Campus Wide - pressure wash and steam clean misc. areas as advised every Saturday (8 hours) Estimate 3360	3,040.00
84159	EMBROIDME	Quotation E21054 Polos Caps Jackets	1,235.16
84175	HBEB INC	Repair the playground and concrete pad in Life skills Building	24,300.00
84179	CLAUDIO MOGUEL	Reimbursement uniform supplies	150.00
84180	JOSE HERNANDEZ	Reimbursement uniform supplies	121.28
84189	4IMPRINT	Calworks Tshirts Quote 21839684	1,571.48
84195	DSM RESOURCES	Network Services Assistance	4,551.00
84223	CALIFORNIA COMMUNITY COLLEGES CHANCELLORS OFFICE	Student Representation Fee	26,452.50
84224	EIDE BAILLY LLP	District & GO Bond Audits	80,000.00
84231	BUSINESS CARD	Data Recovery	392.13
84252	H L MOE CO INC	Machine Shop Safety Upgrade	13,919.55
84253	PARADISE FRAMING INC	Custom Framing	1,114.12
84262	OTIS ELEVATOR COMPANY	Garfield Campus: Mariposa Bldg. Elevators #1 and #2 - to assist with the fire and other emergency conditions testing as noted on the	1,808.00

**GLENDALE COMMUNITY COLLEGE DISTRICT  
FINANCE REPORT NO. 3  
Contract Listing & Purchase Order Listing**

10/01/21 - 10/31/21

November 16, 2021

Fund: 01

GENERAL FUND - UNRESTRICTED

PO #	VENDOR NAME	DESCRIPTION	AMOUNT
<b>OTHER SERVICES-OTHER SERVICE</b>			
84263	MIRACLE ART SERVICES	State of California Preliminary Order dated 9/22/2021 Proposal AAD210930190158 CDC - grind, clean, and wash hazardous floor area Invoice 437	320.00
84264	HBEB INC	SG 205-B: Due to water leak from ceiling, remove wet ceiling tiles/drywalls, clean up floor, replace ceiling tiles/drywalls, and paint. Materials and labor included Proposal 7150	4,200.00
84265	CLARK COMPANY	Garfield Campus: TR 200-A Office - remove existing floor and dispose. Install LVT with base Invoice 2179	1,260.00
84266	H L MOE CO INC	Sierra Vista Breezeway - install new wall mount chilled water drinking fountain with bottle filler & built filter with monitor. Service excludes electrical service, repairs to plaster, paint or wall finishes. Per Proposal	3,859.49
84269	SKY SPORTSWEAR	Work Uniform for Facilities Employees with GCC/Facility Logo	3,010.25
84282	H L MOE CO INC	Machine Shop - Retrofit/Safety Upgrade - Oxygen/Acetylene System	13,919.55
84293	CREATIVE CONCEPTS LANDSCAPE MANAGEMENT INC	Garfield Landscape Services FY 2022	12,000.00
84307	SILVA SORKAZIAN	Reimbursement child masks for GCCD	204.95
84308	CLIFFORD GIMBERT	Reimbursment supplies for dept meeting	46.25
84308	CLIFFORD GIMBERT	Reimbursement for Clifford Gimbert	4.19
84322	FRANK'S VACUUM & SEWING	Blanket FY22 Theatre services authorized user: Eby Farr & Hirschhorn	600.00
84331	LIEBERT CASSIDY WHITMORE	Legislative Update Live Stream and Recording	125.00
84336	JOHNSON CONTROLS FIRE PROTECTION LP	PDC - Annual FA deficiency repairs per inspection SR 49494124/TR 2521552 deated 6/19/202	1,758.00
84351	CELIA A FLORES	Reimbursement uniform supplies	84.20
84358	EASY FLOW PLUMBING INC	SR Health Center - Remove and replace 10" cast iron sewer pipe. Material and lablor included. Please see attached Estimate # 1255.	3,860.00
84359	H L MOE CO INC	AT Bldg. - install new wall mount chilled water drinking fountain with bottle filler and built in filter with monitor	7,110.16
84362	ANDY'S TRANSFER & STORAGE	Move large safe from Administration Bldg. to Trash Bin. Truck/4 Men @ \$225.00/HR. 4 hours minimum	900.00
84363	H L MOE CO INC	Verdugo Gym - Remove & replace existing piping serving main line irrigation manifold. Install new main feed irrigation supply valve with necessary pipe & fitting connections	3,220.20
84366	TK ELEVATOR CORPORATION	Verdugo Gym Elevator # 127905 - fire life safety testing stanby - US301775 on Oct. 30, 2021 @ 7 am.	3,604.00
84373	CAROL DORMAN	Board of Trustees Meeting videotaping and editing Oct 19 2021 Inv 151	375.00
84378	STEVE MARTINEZ	Reimbursement uniform supplies	150.00
84408	AMERICAN ENGLISH COLLEGE	International student marketing Fall 2021	750.00



**GLENDALE COMMUNITY COLLEGE DISTRICT  
FINANCE REPORT NO. 3  
Contract Listing & Purchase Order Listing**

10/01/21 - 10/31/21

November 16, 2021

Fund: 01                      GENERAL FUND - UNRESTRICTED

PO #	VENDOR NAME	DESCRIPTION	AMOUNT
<b>OTHER SERVICES-OTHER SERVICE</b>			
84414	BLUE TRITON BRANDS INC DBA READY FRESH	Water Delivery Service for Athletics	100.00
84418	SOUTH COAST AQMD	AQMD Fees 2022	149.72
84419	SOUTH COAST AQMD	Boiler and Generator Fees	1,760.60
84425	ONTARIO REFRIGERATION	Maintenance Agreement	754.00
<b>PRINTING-MISC</b>			
84166	ALCO PRINTING INC	Quote No 22383 Folders	992.25
<b>REPAIRS-EQUIPMENT</b>			
84219	TORO'S LAWNMOWER CENTER	VFA Chainsaw Annual Servicing and Repairs	2,484.34
<b>REPAIRS-VEHICLE</b>			
84361	THRIFTY AUTO SERVICE	2009 Dodge Dakota - inspect entire exhaust system for leaks. Remove old catalytic converter and replace with new Catalytic Converter 52855725AD. Sale Taxes, labor, and material included Invoice # 1736	3,302.40
<b>SOFTWARE-MULTI USER</b>			
84222	NUB GAMES INC	Library H3IP Subscription Invoice 10162	635.00
84233	BUSINESS CARD	MailChimp Public Information Office	299.00
<b>STUDENT TRANSPORTATION-TRANSPORTATION</b>			
83893	ARCHER TRAVEL SERVICE INC	Sports Transportation FY 2022	50,000.00
<b>SUBSCRIPTIONS-SUBSCRIPTION SERVICES</b>			
84203	IP QUALITY SCORE LLC	Enterprise Plus Year Subscription	16,189.20
84204	GOVERNMENTJOBS.COM INC DBA NEOGOV	NEOGOV Perform Consulting	9,750.00
<b>SUBSCRIPTIONS-SUBSCRIPTIONS</b>			
84232	BUSINESS CARD	Prezi EDUPRO License Subscription	59.00
84421	BUSINESS CARD	Dropbox	119.88
84422	BUSINESS CARD	The Chronicle Store	79.00
<b>SUPPLIES-INSTRUCTIONAL</b>			
84285	SYNCHRONY BANK/AMAZON	Late fee for Amazon Statement	288.69
84298	SYNCHRONY BANK/AMAZON	HP 507A Cyan	239.85
84298	SYNCHRONY BANK/AMAZON	Sales Tax	145.48
84298	SYNCHRONY BANK/AMAZON	HP 507A Yellow	239.85
84298	SYNCHRONY BANK/AMAZON	Logitech C270 HD Webcam	199.92
84298	SYNCHRONY BANK/AMAZON	Brother TZE-231 2 Pack Tapes	99.92
84298	SYNCHRONY BANK/AMAZON	HP 507A Magenta	239.85
84298	SYNCHRONY BANK/AMAZON	Samsung 870 EVO 500GB	399.95
<b>SUPPLIES-OFFICE</b>			

**GLENDALE COMMUNITY COLLEGE DISTRICT  
FINANCE REPORT NO. 3  
Contract Listing & Purchase Order Listing**

10/01/21 - 10/31/21

November 16, 2021

Fund: 01

GENERAL FUND - UNRESTRICTED

PO #	VENDOR NAME	DESCRIPTION	AMOUNT
<b>SUPPLIES-OFFICE</b>			
83500	WRIGHTS SUPPLY INC	Facilities Blanket PO for Supplies FY 2022 Authorized Patrick Shahnazarian	50,000.00
83807	OFFICE DEPOT	Item No. 314934 Brenton Studio Black Mesh Organizer	5.64
83807	OFFICE DEPOT	Sales Tax and price Adjustment	17.16
83807	OFFICE DEPOT	Item No. 128524 Brenton Studio Black Mesh Large Drawer Organizer	13.91
83807	OFFICE DEPOT	Item No. 427866 Goo Gone Cleaner Spray 12 Oz Bottle	7.56
83807	OFFICE DEPOT	Item No. 112664 Avery Removable Inkjet Laser Multipurpose Labels 5436 1 inch x 3 inch White Pack Of 250	10.17
83807	OFFICE DEPOT	Estimated sales tax	6.79
83807	OFFICE DEPOT	Item No. 696386 Clorox Disinfecting Wipes 7 inch x 8 inch Fresh Scent/Citrus Blend 75 Wipes Per Canister Pack Of 3	28.98
83919	OFFICE DEPOT	Sales Tax	42.03
83919	OFFICE DEPOT	Item 579750 Swingline	15.70
83919	OFFICE DEPOT	Item 6016736 Business On Tab Index	6.98
83919	OFFICE DEPOT	Item 486108 Memory Foam Mouse Pad10	119.90
83919	OFFICE DEPOT	Item 987172 Liquid Line	34.74
83919	OFFICE DEPOT	Item 503222 Post It Super Stickly	12.90
83919	OFFICE DEPOT	Item 776321 Desktop Printing Calculator	164.62
83919	OFFICE DEPOT	Item 612011 Address labels	15.86
83919	OFFICE DEPOT	Item 368738 Yellow Pack of 12	13.98
83919	OFFICE DEPOT	Item 553995 Paper Rolls	15.54
83919	OFFICE DEPOT	Item 878270 HP 05A Toner	70.42
83919	OFFICE DEPOT	Item 358180 Office Dept Brand Jumbo Paper Clips	11.20
83919	OFFICE DEPOT	Tax for Additional Item added to po	7.22
83930	SYNCHRONY BANK/AMAZON	Office Desk lamp	29.57
83988	OFFICE DEPOT	Item 268571 Low Oder Dry Erase Markers	7.05
83988	OFFICE DEPOT	Item 203349 Sharpie Fine Markers	6.48
83988	OFFICE DEPOT	Sales Tax	4.56
83988	OFFICE DEPOT	Item 525112 Retractable Pens	16.72
83988	OFFICE DEPOT	Item 268601 Low Oder Dry Erase	3.06
83988	OFFICE DEPOT	Item 450316 Gel Pens	11.18
84053	OFFICE DEPOT	Office Depot Folder Labels Item #220472	11.15
84053	OFFICE DEPOT	Nestle PUr Life Bottled Water #521207	25.00
84053	OFFICE DEPOT	At-A-Glance Daily #6036806	8.79
84053	OFFICE DEPOT	3" x 3" Post-It Item #279858	27.72
84053	OFFICE DEPOT	Sales Tax	6.82
84053	OFFICE DEPOT	1.5" x 1.5" Post-It Item #597030	18.92
84059	SYNCHRONY BANK/AMAZON	Red Color -Starrey Reflective Tape 1 inch Wide 15 FT Long DOT-C2 High Intensity Red - 1 inch Trailer Reflector Safety Conspicuity Tape for Vehicles Trucks Bikes Cargos	83.88

**GLENDALE COMMUNITY COLLEGE DISTRICT  
FINANCE REPORT NO. 3  
Contract Listing & Purchase Order Listing**

10/01/21 - 10/31/21

November 16, 2021

Fund: 01

GENERAL FUND - UNRESTRICTED

PO #	VENDOR NAME	DESCRIPTION	AMOUNT
<b>SUPPLIES-OFFICE</b>			
		Helmets	
84059	SYNCHRONY BANK/AMAZON	White Color -Starrey Reflective Tape 1 inch Wide 15 FT Long DOT-C2 High Intensity White - 1 inch Trailer Reflector Safety Conspicuity Tape for Vehicles Trucks Bikes Cargos Helmets	83.88
84059	SYNCHRONY BANK/AMAZON	Sales Tax	17.28
84156	OFFICE DEPOT	Item 883741 HP81A Toner	130.93
84156	OFFICE DEPOT	Item 427111 Staple Remover	2.34
84156	OFFICE DEPOT	Item 579750 Swingline Optima Staple	16.35
84156	OFFICE DEPOT	Item 899051 HP37A Black Toner	169.12
84156	OFFICE DEPOT	Item 504808 Post it Note 4"x6"	9.29
84156	OFFICE DEPOT	Item 182758 Meduim Point Green Pen	11.51
84156	OFFICE DEPOT	Sales Tax	34.80
84171	SYNCHRONY BANK/AMAZON	Face Masks	7.99
84171	SYNCHRONY BANK/AMAZON	Item Lysol Wipes	76.76
84171	SYNCHRONY BANK/AMAZON	Sales Tax	8.08
84193	PRINTEFEX	Business Cards	500.00
84215	OFFICE DEPOT	756706 HP 305A CE411A Cyan Toner	180.14
84215	OFFICE DEPOT	756724 HP 305A CE412A Yellow Toner	181.52
84215	OFFICE DEPOT	756769 HP 305A CE413A Magenta Toner	190.44
84215	OFFICE DEPOT	Sales Tax	77.85
84215	OFFICE DEPOT	756697 HP 305X CE410X High Yield Black Toner	207.60
84225	SYNCHRONY BANK/AMAZON	Epson Scanner Model DS-1630	303.18
84257	OFFICE DEPOT	Item 277294 Brother M-231 Tape	60.95
84257	OFFICE DEPOT	Item 336977 Sticky Notes Pack of 24	15.84
84257	OFFICE DEPOT	Item 330888 Manila Envelopes 10x13	11.57
84257	OFFICE DEPOT	Item 388681 Southworth Ivory Paper	25.68
84257	OFFICE DEPOT	Item 947671 Notarial Seals	6.55
84257	OFFICE DEPOT	Item 806858 Expo Dry Erase Markers Black	23.45
84257	OFFICE DEPOT	Item 478154 Catalog Envelopes 6x9	30.85
84257	OFFICE DEPOT	Item 330808 Envelopes 9x12	6.01
84257	OFFICE DEPOT	Item 203349 Sharpie	6.48
84257	OFFICE DEPOT	Sales Tax	28.11
84257	OFFICE DEPOT	Item 593247 P- Touch Label Maker	20.00
84257	OFFICE DEPOT	Item 106456 Certificate Folders	47.96
84257	OFFICE DEPOT	Item 295825 Ballpoint Pens Black	5.25
84257	OFFICE DEPOT	Item 852154 Ballpoint Pens Blue	13.69
84259	SYNCHRONY BANK/AMAZON	Band Aid	103.20
84259	SYNCHRONY BANK/AMAZON	FalconTac Emergency Bandage	38.97
84259	SYNCHRONY BANK/AMAZON	Sales Tax	43.66
84259	SYNCHRONY BANK/AMAZON	Tourniquets	269.70
84259	SYNCHRONY BANK/AMAZON	Alcohol Pads	13.89

**GLENDALE COMMUNITY COLLEGE DISTRICT  
FINANCE REPORT NO. 3  
Contract Listing & Purchase Order Listing**

10/01/21 - 10/31/21

November 16, 2021

Fund: 01 GENERAL FUND - UNRESTRICTED

PO #	VENDOR NAME	DESCRIPTION	AMOUNT
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**SUPPLIES-OFFICE**

84288	SYNCHRONY BANK/AMAZON	Automatic Heavy Duty Electric Stapler	57.30
84288	SYNCHRONY BANK/AMAZON	Sales Tax	5.87
84289	OFFICE DEPOT	Post-it Item # 386151	20.85
84289	OFFICE DEPOT	Sales Tax	30.34
84289	OFFICE DEPOT	HP952XL ink Item # 431632	275.19
84374	OFFICE DEPOT	ITEM # 188433 PLASTIC SORTER	125.95
84374	OFFICE DEPOT	ITEM # 779338 CLEAR HANGING FOLDERS	202.95
84374	OFFICE DEPOT	Sales Tax	33.00
84375	SYNCHRONY BANK/AMAZON	Self Inking Stamp Refill Ink - 2 oz. - Red Ink	39.95
84375	SYNCHRONY BANK/AMAZON	ExcelMark Scanned Date Stamp - Compact Size (Red Ink)	64.95
84375	SYNCHRONY BANK/AMAZON	Sales Tax	11.00
84393	PRINTEFEX	Transcript Envelopes	606.38
84394	PRINTEFEX	Garfield Letterhead	637.25
84395	PRINTEFEX	Duplicating	970.20
84396	SYNCHRONY BANK/AMAZON	Uniwork toner pk/2	10.00
84396	SYNCHRONY BANK/AMAZON	sales tax	10.04
84396	SYNCHRONY BANK/AMAZON	Perixx Ergo Keyboard blk	77.99

**TRAVEL-CONFERENCE**

84209	VICTOR CASTELLANOS	Site Visit of Copper Mountain College 09/23/2021 VFA Academy Recruitment	210.00
84251	MAYRA SIERRA	American Mathematics Assoc of Two Year College Conference Phoenix AZ Oct 28- 31/2021	1,043.96
84290	ROGER DICKES	Reimbursement 2021 Academic Senate Fall Plenary Nov 4-6 2021	325.00
84306	DAVID VIAR	Assoc of Community College Trustees 2019 Leadership Congress San Francisco CA Oct 13 to 16 2021	1,927.14
84313	PETER GREEN	American Choral Directors Assn Long Beach CA 03/2/22-3/5/22	1,418.00
84321	WILLIAM SHAMHART	American Mathematical Association Conference AMATYC Phoenix AZ 10/28/21- 10/31/21	1,676.00
84345	KIM NGUYEN TRAN	12th Interantion Convention of Asia Scholars	236.00
84350	CCCCIO	Registration Fall 2021 Conference - Dr. Ritterbrown	500.00

\$896,257.33

Fund: 03 GENERAL FUND - RESTRICTED

PO #	VENDOR NAME	DESCRIPTION	AMOUNT
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**BOOKS-INSTRUCTIONAL**

84036	PEARSON EDUCATION	GED Vouchers Per Sales Order Site ID 70516	4,960.00
84178	ABDO PUBLISHING COMPANY	Garfield Library Books 142 titles, digital Quote	5,516.90

**GLENDALE COMMUNITY COLLEGE DISTRICT  
FINANCE REPORT NO. 3**

**Contract Listing & Purchase Order Listing**

10/01/21 - 10/31/21

November 16, 2021

Fund: 03

GENERAL FUND - RESTRICTED

PO #	VENDOR NAME	DESCRIPTION	AMOUNT
<b>BOOKS-INSTRUCTIONAL</b>			
		Oct 6 2021	
84207	SYNCHRONY BANK/AMAZON	sales tax	8.44
84207	SYNCHRONY BANK/AMAZON	Redesigning America's community colleges	39.00
84207	SYNCHRONY BANK/AMAZON	Servant Leadership : A journey into the nature of legitimate power and greatness	27.91
84207	SYNCHRONY BANK/AMAZON	Getting things done: art of stress free productivity	15.46
84236	CALIFORNIA COMMUNITY COLLEGES CALWORKS ASSOCIATION	CalWorks Association Annual Training Institute April 20-22 2022	4,200.00
84304	CENGAGE LEARNING	ISBN 1337565547 Century 21 Accounting: Multicolumn Journal Working Papers 18-24	143.90
84304	CENGAGE LEARNING	ISBN 9781337565424 Century 21 Accounting: Multicolumn Journal, 11th edition	4,700.00
84304	CENGAGE LEARNING	ISBN 1337565539 Century 21 Accounting Multicolumn Journal Working Papers 1-17	1,150.00
<b>CONTRACT-PERSONAL SERVICE</b>			
84177	SERGIO A GONZALEZ	Presentation Latinx month activities Oct 7 2021	200.00
84334	QUAYUM ABDUL	Class 21FCA049 Candlemaking Oct 16 2021 virtual	43.50
84344	LILY ANN B VILLARAZA	Presentation Filipino American History month event Oct 12 2021	750.00
84347	MARTHA RAMIREZ OROPEZA	Presentation for Day of the Dead Celebration Nov 2 2021	400.00
84348	EDDY M GANA JR	Panelist for Filipino American History month activities	400.00
84367	BOBBI KOONSE	Class 21FFH085-A1 Gentle tai chi Sept/Oct 2021 virtual	240.00
84367	BOBBI KOONSE	Class 21FFH087 Balancefit Sept/Oct 2021 virtual	240.00
84370	DANIELLE L DE JESUS	Panelist Filipino American History Month events Oct 19 2021	400.00
<b>CONTRACT-RENT/LEASE</b>			
84150	COUNTY OF LOS ANGELES	Tie Down Rental 2022	1,500.00
<b>CONTRACT-SERVICE</b>			
84412	CONVERGEONE INC	Outdoor APs	28,063.11
<b>DEFAULT-DEFAULT</b>			
84226	TEO'S PIANO	Piano Move	225.50
<b>EQUIPMENT-COMPUTER</b>			
83730	DELL MARKETING LP	Laptops Non Credit 25	23,007.06
84292	DELL MARKETING LP	Latitudes Athletics Qty 30	22,379.36
84329	APPLE INC	MacBook Pro Qty 4	6,821.59
84330	DELL MARKETING LP	Laptops and Monitors HR	19,946.58
84385	APPLE INC	Keyboard and Mouse	284.45
<b>EQUIPMENT-FACILITIES</b>			

**GLENDALE COMMUNITY COLLEGE DISTRICT  
FINANCE REPORT NO. 3  
Contract Listing & Purchase Order Listing**

10/01/21 - 10/31/21

November 16, 2021

Fund: 03

GENERAL FUND - RESTRICTED

PO #	VENDOR NAME	DESCRIPTION	AMOUNT
<b>EQUIPMENT-FACILITIES</b>			
84305	ACTION SALES	Scotsman model UF424A-1 Ice Flaker with bin	3,660.00
84305	ACTION SALES	freight	40.00
84305	ACTION SALES	sales tax	379.25
<b>EQUIPMENT-INSTRUCTIONAL</b>			
84167	CALIFORNIA CANOPY	10 x 10 HEX Aluminum Custom Canopy	7,137.56
84176	MICROSCOPE WORLD	ZEISS Primostar Per Quote CMAS 4-16-0064A	111,889.88
84185	LYNX SYSTEM DEVELOPERS, INC	EtherLynx Vision Camera System Per Quote 2082526	15,057.00
84240	B & H PHOTO VIDEO	Quote 889167514 Instructional Supplies Manufacturing	1,125.77
84244	WOODWIND & BRASSWIND	Yamaha 105WC Per Quote	2,990.00
84326	CTK INSTRUMENTS LLC	7 ZEISS Axiolab 5 Research	33,500.18
84332	CTK INSTRUMENTS LLC	Axiocam 208 Per Quote C21Q1455	5,159.81
84333	MICROSCOPE WORLD	ZEISS Primostar Per Quote 21091ccb Under CMAS 4-16-0064A	189,430.49
84337	MICROSCOPE WORLD	ZEISS Primostar Per Quote 211022ccb Under CMAS 4-16-0064A	373,767.42
84338	CTK INSTRUMENTS LLC	Axiolab 5 Per Quote C21Q1454	16,206.64
84339	CTK INSTRUMENTS LLC	Axiolab 5 Per Quote C21Q1472	22,105.84
84340	B & H PHOTO VIDEO	Shure Headsets Hyflex	114.84
84341	HIGH DESERT AVIONICS	Radar Transponders for District Aircraft: High Desert Avionics inc Estimate 572	11,076.00
84352	TRIANGLE ENGINEERING INC	CA Sales Tax	143.50
84352	TRIANGLE ENGINEERING INC	Welding Test Stands includes freight Quote 13909	1,710.00
84357	SCANTRON CORPORATION	Scantron Score - Garfield Campus	300.00
84380	STEINWAY & SONS	Pianos Per Quote 102221	163,892.78
<b>FURNITURE-FURNITURE</b>			
84360	BKM OFFICE ENVIRONMENTS INC	Calworks Per Quote 40265	2,797.95
<b>OTHER SERVICES-OTHER SERVICE</b>			
83383	VERIZON WIRELESS	Wireless Access for Laptops FY 2022	6,000.00
83653	ASAP DOOR	1st FL Theatre Lobby Double Doors Middle Set, 1st FL Theatre Lobby Double Doors Left (East) Set, 2nd FI Single Stairwell Exit East	22,161.20
84157	DEPARTMENT OF MOTOR VEHICLES	License Renewal CF 4343SJ Baja Boat	20.00
84158	DEPARTMENT OF MOTOR VEHICLES	License Renewal CF 3189SP Baja Boat	20.00
84162	ANDRE MANUKYAN	Reimbursement for Supplies for Student Food	10,000.00
84164	CURRENT ELECTRIC INC	Install electrical outlet for the touchless door openers	8,967.50
84165	ASAP DOOR	Touchless Door Opener SM 3 Doors Per Estimate 2-841	23,137.80
84173	ANDRE MANUKYAN	Reimbursement for Supplies for Student Food	6,500.00
84188	4IMPRINT	Calworks Tshirts and caps Quote 21841570	1,389.04
84190	TIGRAN AKOPYAN	The Welcome Center Estimate 116680	4,250.00

**GLENDALE COMMUNITY COLLEGE DISTRICT  
FINANCE REPORT NO. 3  
Contract Listing & Purchase Order Listing**

10/01/21 - 10/31/21

November 16, 2021

Fund: 03

GENERAL FUND - RESTRICTED

PO #	VENDOR NAME	DESCRIPTION	AMOUNT
<b>OTHER SERVICES-OTHER SERVICE</b>			
84194	AXIOM PRINT INC	Sneeze Guards and Safety Supplies	10,000.00
84197	TOP PHARMACY	Face Covering	9,102.50
84217	PARTY CREATIONS	Kiddle halloween puppet show Oct 29 2021	600.00
84279	FHEG STORE 1283	Visa Gift Card	1,000.00
84279	FHEG STORE 1283	Visa Gift Card purchase fee	59.50
84280	MICHAEL E POWERS & ASSOCIATES INC	Modular Wall Project for Kids Room	10,125.00
84281	H L MOE CO INC	Extension/Drops - Retrofit/Safety Upgrade - Air System	14,860.53
84283	ASAP DOOR	AD-1st FL S Double Doors Facing Football Field, AT-2nd FL N Single Door Leading to AT 210, 3rd FL S Corridor Double Doors Between AT and SG (by SG 327), 3rd FL N Corridor Double Doors Between AT and SG (by SG 334)	29,873.80
84301	PRO OUTDOOR MOVIES, INC	Student equity Halloween movie night rental service Oct 28 2021 Quote 102821	999.00
84302	FRANK'S HOME SERVICE	Wall EOPS office for counter for student to communicate without entering the EOPS office	44,673.00
84346	H L MOE CO INC	Install Touchless Faucets for Garfield's Parent Support Center	22,455.36
84371	GORDON LUI	Reimbursement Microsoft software download	124.99
84377	NJP SPORTS INC	Baseball net repairs and replacement Quote Sept 26 2021	1,120.00
84401	ASAP DOOR	AA-S Double Doors at Top of Stairs, LB-2nd FL N Double Doors Connecting to San Gabriel 2nd FL (by LB 215), 2nd FL S Double Doors Looking out on Admin Building (by LB 225)	23,137.80
84402	ASAP DOOR	sr-1st FL W Double Doors Near Coffee Stand/Piano Shack, 1st FL W Double Doors Near Coffee Stand/Piano Shack, 3rd FL S Staircase Single	21,184.60
84403	ASAP DOOR	SG-1st FL W Double Doors Leading to Business Division Offices (by SG 144), 2nd FL E Double Doors by SG Elevator, 3rd FL E Double Doors by SG Elevator + Bollard Post for Exterior*	23,137.80
84404	ASAP DOOR	SG-3rd FL E Facing Double Doors Outside SG 379, 3rd FL E Facing Double Doors Outside SG Photography Dept (by SG 376), VG-1st FL Fitness Center Double Doors	23,137.80
84405	ASAP DOOR	SV-1st FL W Facing Single Door Starbucks/Learning Commons Entry, 3rd FL E Facing Double Doors by Elevator Vestibule, 3rd FL E Facing Double Doors Leading to Parking Lot	22,161.20
84406	H L MOE CO INC	Drinking Fountains; Wall Hang Lavatory Sinks; Countertop Lavatory Sink; Classroom Sinks; Work Room Sink; Outdoor Sinks-Sand Box; Kitchen Hand Washing Sinks	78,754.04
84407	INDOFF INCORPORATED	Furnitures for MP Building Lobby	33,302.57
84415	EMCOR SERVICES	Aviation Art AHU Replacement	225,000.96
84417	CORNERSTONE CONSTRUCTION	Moving two large kilns to improve air ventilation	27,700.00

**GLENDALE COMMUNITY COLLEGE DISTRICT  
FINANCE REPORT NO. 3  
Contract Listing & Purchase Order Listing**

10/01/21 - 10/31/21

November 16, 2021

Fund: 03                      GENERAL FUND - RESTRICTED

PO #	VENDOR NAME	DESCRIPTION	AMOUNT
<b>OTHER SERVICES-OTHER SERVICE</b>			
	SOLUTIONS INC	and improving air quality for outdoor use of ceramics lab student's faculty and staff.	
<b>POSTAGE-POSTAGE</b>			
84200	UNITED STATES POSTAL SERVICE	Permit 1 Account	25,000.00
<b>PRINTING-MISC</b>			
83685	DIRECT MAIL SOURCE INC	Printing and mailing Welcome Fair invitation postcards to onboarding students	1,870.55
84353	SYMBOLARTS LLC	VFA Challenge Coins Quote C-186418	1,575.93
84391	PRINTEFEX	GCC welcome back banners inv 70587	2,728.69
84392	PRINTEFEX	GCC welcome back banners inv 70492	1,058.40
<b>REPAIRS-EQUIPMENT</b>			
84191	SCBA SALES & RENTALS LLC	SCBA Flow Testing: SCBA Sales & Rentals LLC Quotation # 6104	1,425.00
<b>SUBSCRIPTIONS-SUBSCRIPTION SERVICES</b>			
84199	STUDIO SPECTRUM INC	ITS Per Proposal 1494C	8,206.71
84234	STUDIO SPECTRUM INC	Gym Camera Installation Proposal 1365	3,155.56
84237	THE MYERS BRIGGS COMPANY	Elevate Renewal Quote SQ 087953.1	195.00
84314	MYJOVE CORPORATION	Jove Education Unlimited	25,000.00
<b>SUBSCRIPTIONS-SUBSCRIPTIONS</b>			
84247	JOHN WILEY & SONS INC	New Directions for Higher Education	519.00
84247	JOHN WILEY & SONS INC	New Directions for Teaching and Learning	519.00
84247	JOHN WILEY & SONS INC	Sales Tax	54.32
84248	JOHN WILEY & SONS INC	New Directions for Community Colleges	462.00
<b>SUPPLIES-INSTRUCTIONAL</b>			
83632	CFM INTERNATIONAL LLC	MZ-3 monitors and freight/tax	3,325.00
83632	CFM INTERNATIONAL LLC	Item MZ-3 Physical activity belt Medium	1,800.00
83632	CFM INTERNATIONAL LLC	sales tax	184.50
83632	CFM INTERNATIONAL LLC	freight	28.00
83959	OFFICE DEPOT	Item 259251 Black Marker	93.00
83959	OFFICE DEPOT	Tax	20.18
83959	OFFICE DEPOT	Item 9684150 Cartridge	98.56
84016	OFFICE DEPOT	Item 5927549 BYD Care Level 3 Surgical Masks Box of 50	50.00
84016	OFFICE DEPOT	Item 9873715 BYD N95 Mask Box of 20	90.00
84160	AARDVARK CLAY	Ceramics Supplies	3,779.37
84163	FHEG STORE 1283	ECA and Pathway 2022	5,000.00
84205	BUSINESS CARD	Tax	34.65
84205	BUSINESS CARD	Item MYTN01-11 Myco N95 Medium Box of 50	338.00
84205	BUSINESS CARD	Shipping Estimate	30.00
84220	ALLSTAR FIRE EQUIPMENT INC	SCBA Flow Test and Certificate	1,385.00



**GLENDALE COMMUNITY COLLEGE DISTRICT  
FINANCE REPORT NO. 3  
Contract Listing & Purchase Order Listing**

10/01/21 - 10/31/21

November 16, 2021

Fund: 03

GENERAL FUND - RESTRICTED

PO #	VENDOR NAME	DESCRIPTION	AMOUNT
<b>SUPPLIES-INSTRUCTIONAL</b>			
84221	FHEG STORE 1283	Hoodies	2,535.93
84228	BSN SPORTS LLC	Item BSN1001 Cardinal Mens Tee multiple sizes	420.00
84228	BSN SPORTS LLC	sales tax	89.19
84228	BSN SPORTS LLC	freight	30.00
84228	BSN SPORTS LLC	Item BA4120 Gold Basic Crew multiple sizes	450.00
84230	BSN SPORTS LLC	freight and sales tax	42.56
84230	BSN SPORTS LLC	Item NKDH3410 Sweaters multiple sizes	220.00
84239	JOSE A MERCADE	Reimbursement Baja field station supplies/services Summer 2021	6,390.31
84246	ALLSTAR FIRE EQUIPMENT INC	SCBA Flow parts Testing and Repairs	3,023.62
84254	EDWARD DOSAMANTES	Fire Engine Decals Quote 005	3,138.00
84255	EDWARD DOSAMANTES	Fire Engine Decals Quote 006	2,426.25
84267	ITHAKA	JSTOR Invoice SO125889	2,475.00
84270	SWEETWATER- MUSIC TECH	Music instruments and equipment Quote 7353540	24,805.25
84271	SWEETWATER- MUSIC TECH	Item ELI8SX Empirical labs distressor	2,900.00
84271	SWEETWATER- MUSIC TECH	Item FusionSSL Master Processor	2,400.00
84271	SWEETWATER- MUSIC TECH	sales tax	543.25
84273	ALLSTAR FIRE EQUIPMENT INC	Wildland FireFighting Training Supplies	26,036.28
84278	SYNCHRONY BANK/AMAZON	Face Shields	286.50
84284	CFM INTERNATIONAL LLC	MZ-Switch heart rate monitor standard	5,600.00
84284	CFM INTERNATIONAL LLC	freight	64.00
84284	CFM INTERNATIONAL LLC	sales tax	609.88
84284	CFM INTERNATIONAL LLC	MZ-Switch heart rate monitor large	350.00
84327	TENNIS WAREHOUSE	Women's Tennis Equipment Quote 14743480	1,686.11
84379	FHEG STORE 1283	Blankets Halloween	695.00
84390	SPRINGSHARE LLC	License LibCal-20 Nov 2021-Oct 2022 Inv 21-R5377	1,157.00
84397	SYNCHRONY BANK/AMAZON	sales tax	53.85
84397	SYNCHRONY BANK/AMAZON	Curmio travel carrying bag for apple 21.5	524.85
84398	SYNCHRONY BANK/AMAZON	Other Tuner CA50	39.00
84398	SYNCHRONY BANK/AMAZON	sales tax	4.92
84398	SYNCHRONY BANK/AMAZON	Amazon basics 3 in 1 metronome tuner	8.98
<b>SUPPLIES-LAB</b>			
84154	JOSEPH BEEMAN	Biology Division Blanket PO for reimbursment valid 7/1/21-6/30/22. Authorized user Joseph Beeman	500.00
84355	OFFICE DEPOT	Music lab Office Supplies	254.74
<b>SUPPLIES-MEDICAL</b>			
84153	MCKESSON MEDICAL SURGICAL GOVERNMENT SOLUTIONS LLC	#980198 Epiniphrene, AMP PF 1MG/ML 1:1000 10/box	204.04
84153	MCKESSON MEDICAL SURGICAL GOVERNMENT SOLUTIONS LLC	#1192762 Nitroglycerin, tab 0.4MG 25/bottle	49.83

**GLENDALE COMMUNITY COLLEGE DISTRICT  
FINANCE REPORT NO. 3  
Contract Listing & Purchase Order Listing**

10/01/21 - 10/31/21

November 16, 2021

Fund: 03

GENERAL FUND - RESTRICTED

PO #	VENDOR NAME	DESCRIPTION	AMOUNT
<b>SUPPLIES-MEDICAL</b>			
84153	MCKESSON MEDICAL SURGICAL GOVERNMENT SOLUTIONS LLC	#570560 Albuterol Sulfate 2.5MG/3ML 25/box	7.80
84153	MCKESSON MEDICAL SURGICAL GOVERNMENT SOLUTIONS LLC	#831711 Benadryl Ultra, tab 25MG 48/ct	13.17
84153	MCKESSON MEDICAL SURGICAL GOVERNMENT SOLUTIONS LLC	#1127458 Test Kit, Strep A Cassette 25/Kit	119.12
84153	MCKESSON MEDICAL SURGICAL GOVERNMENT SOLUTIONS LLC	#1111729 Phenylephrine, Tab 5MG 250x2	25.93
84153	MCKESSON MEDICAL SURGICAL GOVERNMENT SOLUTIONS LLC	#984033 Test Strip, True Metrix NFRS 50 ct	24.57
84153	MCKESSON MEDICAL SURGICAL GOVERNMENT SOLUTIONS LLC	tax/shipping	60.00
84153	MCKESSON MEDICAL SURGICAL GOVERNMENT SOLUTIONS LLC	#11037 Urine Test Strip, Uristix 100's	35.47
84153	MCKESSON MEDICAL SURGICAL GOVERNMENT SOLUTIONS LLC	#1177049 Saline, INH SOL, 3ML 100/box	14.93
84153	MCKESSON MEDICAL SURGICAL GOVERNMENT SOLUTIONS LLC	#949871 Test Kit, Preg HCG Cassette 25/Kit	32.58
84153	MCKESSON MEDICAL SURGICAL GOVERNMENT SOLUTIONS LLC	#1111732 Lozenge, Cough seppres 300/pk	20.58
84153	MCKESSON MEDICAL SURGICAL GOVERNMENT SOLUTIONS LLC	#520118 Saline, IRR SOL 250ML	27.12
<b>SUPPLIES-OFFICE</b>			
83574	OFFICE DEPOT	Item 8509917 Lysol Spray	78.69
83574	OFFICE DEPOT	Item 6917355 Antibacterial Gel	75.80
83574	OFFICE DEPOT	Item 5559208 Protective Masks	31.98
83574	OFFICE DEPOT	Item 9701609 Gen-X Nitrile GLOves	59.96
83574	OFFICE DEPOT	Item 7635137 Bounty Towels	75.00
83574	OFFICE DEPOT	Sales Tax	54.04
83574	OFFICE DEPOT	Adjusted Tax	8.91
83574	OFFICE DEPOT	Item 131842 Lysol Dual Action Wipes	205.96
83841	SYNCHRONY BANK/AMAZON	Twohands highlighter pastel 6pk	279.50
83841	SYNCHRONY BANK/AMAZON	Amazon metal call bell pk2	9.99
83841	SYNCHRONY BANK/AMAZON	Edenseelake shipping boxes 25pk	61.98
83841	SYNCHRONY BANK/AMAZON	Be happy stress balls	59.85
83841	SYNCHRONY BANK/AMAZON	Kraft paper notebook journal 24pk	71.97
83841	SYNCHRONY BANK/AMAZON	Mintra legal pads white	25.98
83841	SYNCHRONY BANK/AMAZON	Paperage journal notebook green	52.62
83841	SYNCHRONY BANK/AMAZON	Elibia stress balls 3pk	8.99
83841	SYNCHRONY BANK/AMAZON	Stress ball set 18pk	21.99
83841	SYNCHRONY BANK/AMAZON	Jarlink divide sticky notes	160.00
83841	SYNCHRONY BANK/AMAZON	Sharpie fine point assorted 12count	3.00
83841	SYNCHRONY BANK/AMAZON	Stress Balls	443.97
83841	SYNCHRONY BANK/AMAZON	Paperage journal notebook Turquoise	64.38
83841	SYNCHRONY BANK/AMAZON	Shopkeepers bell	14.99
83841	SYNCHRONY BANK/AMAZON	sales tax	146.19
83841	SYNCHRONY BANK/AMAZON	Homecube pencil case gray	599.50

**GLENDALE COMMUNITY COLLEGE DISTRICT  
FINANCE REPORT NO. 3**

**Contract Listing & Purchase Order Listing**

10/01/21 - 10/31/21

November 16, 2021

Fund: 03

GENERAL FUND - RESTRICTED

PO #	VENDOR NAME	DESCRIPTION	AMOUNT
<b>SUPPLIES-OFFICE</b>			
83994	OFFICE DEPOT	Sales Tax	61.72
83994	OFFICE DEPOT	Item 502076 EM2JC	57.46
83994	OFFICE DEPOT	Price Difference	82.22
83994	OFFICE DEPOT	Item 865798 Dell 810WH	114.90
83994	OFFICE DEPOT	Item 502067 Dell XMX5D	57.46
83994	OFFICE DEPOT	Item 502058 Dell C5GC3	57.57
83994	OFFICE DEPOT	Item 920489 HP30X	302.67
84001	HOME DEPOT	Teknor apex garden hose	42.98
84001	HOME DEPOT	Melnor 8-pattern nozzle	9.98
84001	HOME DEPOT	freight	8.99
84001	HOME DEPOT	sales tax	6.35
84103	OFFICE DEPOT	Item 256901 Black Markers	24.58
84103	OFFICE DEPOT	Item 259251 Black Markers	93.00
84103	OFFICE DEPOT	Sales Tax	21.89
84103	OFFICE DEPOT	Item 259271 Blue Markers	97.10
84155	JOSEPH BEEMAN	Biology Division Blanket PO for reimbursment valid 7/1/21-6/30/22. Authorized user Joseph Beeman	500.00
84168	SYNCHRONY BANK/AMAZON	Yuanhe 3 in 1 checker set	72.70
84168	SYNCHRONY BANK/AMAZON	Frito lay variety pack	35.96
84168	SYNCHRONY BANK/AMAZON	EOOUT 28pcs poly envelope folder	14.99
84168	SYNCHRONY BANK/AMAZON	HOMESTEC smart notebook pads	344.70
84168	SYNCHRONY BANK/AMAZON	Motivational Inspirational flip calendar	277.35
84168	SYNCHRONY BANK/AMAZON	iBayam journal planner pens	119.85
84168	SYNCHRONY BANK/AMAZON	IDEAPOOL ballpoint pen set	169.35
84168	SYNCHRONY BANK/AMAZON	Highlighters pastel color set	100.35
84168	SYNCHRONY BANK/AMAZON	Checkers board game adults	149.90
84168	SYNCHRONY BANK/AMAZON	Principles Life and Work	16.29
84168	SYNCHRONY BANK/AMAZON	Frito lay snack care pkg	63.63
84168	SYNCHRONY BANK/AMAZON	Sleet socket ultra thin outlet cover	49.90
84168	SYNCHRONY BANK/AMAZON	2022 monthly planner AT-A-Glance	20.07
84168	SYNCHRONY BANK/AMAZON	Penthouse Apartments Connect a Row	135.92
84168	SYNCHRONY BANK/AMAZON	Oreo original snack pack	25.76
84168	SYNCHRONY BANK/AMAZON	2022 weekly monthly planner	24.29
84168	SYNCHRONY BANK/AMAZON	2022 academic planner	145.35
84168	SYNCHRONY BANK/AMAZON	uBoxes medium boxes	44.54
84168	SYNCHRONY BANK/AMAZON	Sales tax	243.00
84168	SYNCHRONY BANK/AMAZON	2022 weekly planner	18.09
84168	SYNCHRONY BANK/AMAZON	Ziya wooden tic tac toe board game	244.93
84168	SYNCHRONY BANK/AMAZON	YoYa toys stress balls	56.97
84168	SYNCHRONY BANK/AMAZON	Soft cover journal notepads	199.90
84168	SYNCHRONY BANK/AMAZON	U brands succulent push pin set	164.25
84170	OFFICE DEPOT	Item No 620007 Water Bottles	15.00

**GLENDALE COMMUNITY COLLEGE DISTRICT  
FINANCE REPORT NO. 3  
Contract Listing & Purchase Order Listing**

10/01/21 - 10/31/21

November 16, 2021

Fund: 03

GENERAL FUND - RESTRICTED

PO #	VENDOR NAME	DESCRIPTION	AMOUNT
<b>SUPPLIES-OFFICE</b>			
84201	BUSINESS CARD	Gift Cards	250.00
84206	SYNCHRONY BANK/AMAZON	Ergo Office Supplies	729.94
84208	CATHERINE CARD	Reimbursement Music Lab supplies	34.52
84227	SYNCHRONY BANK/AMAZON	Garnier Hair Care Clean shampoo	506.00
84227	SYNCHRONY BANK/AMAZON	Always ultra thik feminine pads size 1	1,898.40
84227	SYNCHRONY BANK/AMAZON	Always ultra thin feminine pads size 2	1,786.80
84227	SYNCHRONY BANK/AMAZON	sales tax	1,224.30
84227	SYNCHRONY BANK/AMAZON	Garnier Hair Care Clean shampoo 12.5fl pk3	5,382.00
84227	SYNCHRONY BANK/AMAZON	Colgate toothpaste pk6	2,948.00
84227	SYNCHRONY BANK/AMAZON	Freshmint individually wrapped toothbrushes 144pk	699.80
84227	SYNCHRONY BANK/AMAZON	Always ultra thin feminine pads size 4	2,517.60
84227	SYNCHRONY BANK/AMAZON	Irish spring bar soap 24pk	2,388.00
84249	OFFICE DEPOT	Item 636645 HP35A Black Toner	68.38
84249	OFFICE DEPOT	Sales Tax	7.01
84260	CATHERINE CARD	Reimbursement Music Lab supplies	120.34
84268	TARGET CORPORATE GIFT CARDS	Student Equity Target eGift Cards Student Equity 550 @ \$100 each	55,000.00
84275	SYNCHRONY BANK/AMAZON	VariDesk	325.24
84276	B & H PHOTO VIDEO	Rode Wireless Go Quantity 6	1,545.53
84277	SYNCHRONY BANK/AMAZON	Microphones and lighting	1,007.45
84295	SYNCHRONY BANK/AMAZON	sales tax	66.47
84295	SYNCHRONY BANK/AMAZON	IPEVO VZ-X wireless document camera	329.00
84295	SYNCHRONY BANK/AMAZON	Famiksy crank adjustable standing desk 48x24	159.99
84295	SYNCHRONY BANK/AMAZON	SUNNOW ergo office chair blk	159.50
84318	OFFICE DEPOT	Item# 565832 - HP30A Black Toner	122.62
84318	OFFICE DEPOT	Sales Tax	12.56
84349	ZARUHI GRIGORYAN	Reimbursement office supplies	66.14
84356	OFFICE DEPOT	Office Supplies for VPA Office	84.52
84387	SYNCHRONY BANK/AMAZON	Supplies Dual Enrollment, ECA and CCCS	3,500.00
<b>TRAVEL-CONFERENCE</b>			
84181	SHAKEH ATAIAN	CCCEOPSA Conf virtual registration Oct 29 2021	300.00
84182	POLET DER HOVANESSIAN	CCCEOPSA Conf virtual registration Oct 28- 29 2021	300.00
84183	CCCEOPSA	CCCEOPSA Conf virtual registration for Elmira Nazaryan, Rosette Aghegian, Roxanne Rafii, Jessica Alvarez Oct 28-29 2021	1,200.00
84210	MICHELLE RAMIREZ-SAELAK	Joint Fall Confrence CACn/COADN Newport Beach CA 10/12/21-10/15/21	3,285.00
84211	CATHERINE DUDLEY	CACN_COADN Joint Fall Conference New Port Beach CA 10/12/21-10/15/21	325.00
84212	KOHAR KESIAN	CACN_COADN Joint Fall Conference New Port Beach CA 10/12/21-10/15/21	340.00
84214	EMELYN JUDGE	CACN_COADN Joint Fall Conference New Port Beach CA 10/12/21-10/15/21	624.00

**GLENDALE COMMUNITY COLLEGE DISTRICT  
FINANCE REPORT NO. 3  
Contract Listing & Purchase Order Listing**

10/01/21 - 10/31/21

November 16, 2021

Fund: 03 GENERAL FUND - RESTRICTED

PO #	VENDOR NAME	DESCRIPTION	AMOUNT
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**TRAVEL-CONFERENCE**

84218	SHELBY MCINTYRE	Reimbursement CCEMC 8th Annual Dual Enrollment summit Sept 23-24 2021	175.00
84256	GABRIELA CRUZ JIMENEZ	Reimbursement CCEMC 8th Annual Dual Enrollment summit Sept 23-24 2021	175.00

\$2,068,096.95

Fund: 09 STUDENT FINANCIAL AID

PO #	VENDOR NAME	DESCRIPTION	AMOUNT
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**BOOKS-INSTRUCTIONAL**

84172	FHEG STORE 1283	Early College Acceptance Program	50,000.00
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\$50,000.00

Fund: 18 SELF INSURANCE

PO #	VENDOR NAME	DESCRIPTION	AMOUNT
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**SUPPLIES-OFFICE**

84161	SYNCHRONY BANK/AMAZON	Ergo Keyboard	142.89
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\$142.89

Fund: 59 PROFESSIONAL DEVELOPMENT CENTER

PO #	VENDOR NAME	DESCRIPTION	AMOUNT
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**CONTRACT-SERVICE**

84196	LEVON MOVSESYAN	Virtual Learning 35 Hours IT Assistance and On site Assistance	2,975.00
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**OTHER SERVICES-OTHER SERVICE**

84372	BUSINESS LIFE MAGAZINE	Ad thrid page Women Achievers	995.00
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\$3,970.00

Fund: 70 GO BOND SERIES A

PO #	VENDOR NAME	DESCRIPTION	AMOUNT
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**CONTRACT-CONSTRUCTION**

84316	DIVISION OF THE STATE ARCHITECT	Plan Check Fees IBCC	449,500.00
84386	COMMUNICATION CABLING SOLUTIONS INC	Data and Cabling - Admin Reno	30,000.00

**CONTRACT-SERVICE**

**GLENDALE COMMUNITY COLLEGE DISTRICT  
FINANCE REPORT NO. 3  
Contract Listing & Purchase Order Listing**

10/01/21 - 10/31/21

November 16, 2021

Fund: 70

GO BOND SERIES A

PO #	VENDOR NAME	DESCRIPTION	AMOUNT
<b>CONTRACT-SERVICE</b>			
84151	DIVISION OF THE STATE ARCHITECT	Close Out Project 03-118585 Welding Invoice 03-12688	10,977.83
84186	SOUTHERN CALIFORNIA GAS CO	New Gas Service Install Contract 250282	11,553.59
84198	KOURY ENGINEERING & TESTING	Admin Window	900.00
84238	VITAL INSPECTION SERVICES INC	IOR DSPS	36,960.00
84274	CAROL CAMBIANICA	Design Services - Science Building	10,000.00
84416	ARC	Archive Scanning	14,991.16
84420	SEA WEST ENTERPRISES INC	Astronomy Project Per Proposal	80,000.00
<b>EQUIPMENT-FACILITIES</b>			
84235	HOWARDS APPLIANCES INC	Commercial warranty 2yr	199.99
84235	HOWARDS APPLIANCES INC	Item WRT518SZFM 18cu FT top mount	789.99
84235	HOWARDS APPLIANCES INC	sales tax	119.92
84235	HOWARDS APPLIANCES INC	Item ECKMFEZ2 Icar maker kit	99.99
84235	HOWARDS APPLIANCES INC	Item JVM3160RFSS GE 1.6cu Over the range microwave	279.99
84245	HOME DEPOT	Parts and Warranty	301.92
84245	HOME DEPOT	Model DVE45R6100W Samsung 7.5cu white electric dryer	728.00
84245	HOME DEPOT	sales tax	149.24
84245	HOME DEPOT	Model WF45R6100AW Samsung 4.5cu white front load washing machine	728.00
84343	MCMURRAY STERN INC	Sales Tax	13,705.28
84343	MCMURRAY STERN INC	Spacesaver Storage System PE Increment 2	80,226.00
84343	MCMURRAY STERN INC	Change Order 1 Replace Platform ADA Requirement	2,599.24
<b>OTHER SERVICES-OTHER SERVICE</b>			
82193	GAFCON INC	Services IBCC	1,096,925.00
84174	DPR CONSTRUCTION, A GENERAL PARTNERSHIP	Pay App 5 NSB	2,417,214.09
84187	EPIC LAND SOLUTIONS INC	Relocation Services - Garfield Purchases	1,289.75
84192	TIGRAN AKOPYAN	Sign Power Per Proposal 116675	34,850.00
84202	TIGRAN AKOPYAN	Sign Power Per Proposal 116675	5,125.00
84213	DPR CONSTRUCTION, A GENERAL PARTNERSHIP	Pay App 6 NSB	1,343,597.09
84241	GAFCON INC	NSB Services	2,084,000.00
84243	GAFCON INC	Services IBCC	140,000.00
84261	CORNERSTONE CONSTRUCTION SOLUTIONS INC	College Police Additional Walls & HVAC System Installation	48,750.00
84272	STUDIO SPECTRUM INC	PE Project A/V Per Proposal 1593	69,047.39
84291	GAFCON INC	NSB FFE Services	140,000.00
84303	MELANIA MIRZAKHANIAN	Settlement	148,289.02
84311	CALIFORNIA EMINENT DOMAIN LAW GROUP	Legal Fees	10,469.27
84315	DPR CONSTRUCTION, A GENERAL PARTNERSHIP	Pay App 7 NSB	2,964,726.22
84325	EPIC LAND SOLUTIONS INC	Relocation Services - Garfield Purchases	6,936.96

**GLENDALE COMMUNITY COLLEGE DISTRICT  
FINANCE REPORT NO. 3**

**Contract Listing & Purchase Order Listing**

10/01/21 - 10/31/21

November 16, 2021

Fund: 70

**GO BOND SERIES A**

<b>PO #</b>	<b>VENDOR NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
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**OTHER SERVICES-OTHER SERVICE**

84413	VITAL INSPECTION SERVICES INC	IOR PE Increment II	48,510.00
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\$11,304,539.93

Fund: 71

**GO BOND SERIES B & C**

<b>PO #</b>	<b>VENDOR NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
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**EQUIPMENT-FACILITIES**

84343	MCMURRAY STERN INC	Spacesaver Storage System PE Increment 2	53,484.00
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\$53,484.00

GLENDALE COMMUNITY COLLEGE DISTRICT

November 16, 2021

CONSENT CALENDAR NO. 4

TO: Board of Trustees  
SUBMITTED BY: David Viar, Superintendent/President  
REVIEWED BY: Michael Ritterbrown, Vice President, Instructional Services  
PREPARED BY: Hasmik Sarkissian, Office of Vice President, Instructional Services  
SUBJECT: REVISED COURSES AND PROGRAMS

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DESCRIPTION OF HISTORY / BACKGROUND

The attached document represents changes to the courses and programs that have been vetted by the divisions and approved by the Curriculum & Instruction (C&I), Academic Affairs, and College Executive Committees.

COMMITTEE HISTORY

See the dates listed on the attached document.

FISCAL IMPACT

None

RECOMMENDATION

The Superintendent/President recommends that the Board of Trustees approve the revised courses and programs as presented.



## Course Revisions

Course Number	Type of Change	Curriculum and Instruction Approval	Academic Affairs Committee Approval	College Executive Review
ANTHRO 101, 102, 102H	Change in Prerequisite	(Oct. 13, 2021 1 <sup>st</sup> Reading, Oct. 13, 2021 2 <sup>nd</sup> Reading)	October 20, 2021	November 9, 2021
BIOL 298	Change in Prerequisite	(Oct. 13, 2021 1 <sup>st</sup> Reading, Oct. 13, 2021 2 <sup>nd</sup> Reading)	October 20, 2021	November 9, 2021
ECON 101, 102, 102H, 127	Change in Prerequisite	(Oct. 13, 2021 1 <sup>st</sup> Reading, Oct. 13, 2021 2 <sup>nd</sup> Reading)	October 20, 2021	November 9, 2021
HIST 111, 111H, 117, 118, 118H	Change in Prerequisite	(Oct. 13, 2021 1 <sup>st</sup> Reading, Oct. 13, 2021 2 <sup>nd</sup> Reading)	October 20, 2021	November 9, 2021
HLTH 104	Change in Title	(Sept. 22, 2021 1 <sup>st</sup> Reading, Sept. 22, 2021 2 <sup>nd</sup> Reading)	October 20, 2021	November 9, 2021
HRM 222	Change in Catalog Description	(Sept. 22, 2021 1 <sup>st</sup> Reading, Oct. 13, 2021 2 <sup>nd</sup> Reading)	October 20, 2021	November 9, 2021
KIN 100	Change in Catalog Description	(Sept. 22, 2021 1 <sup>st</sup> Reading, Sept. 22, 2021 2 <sup>nd</sup> Reading)	October 20, 2021	November 9, 2021
LING 101, 102	Change in Prerequisite	(Oct. 13, 2021 1 <sup>st</sup> Reading, Oct. 13, 2021 2 <sup>nd</sup> Reading)	October 20, 2021	November 9, 2021
MATH 30, 30+	Change in Prerequisite	(Sept. 22, 2021 1 <sup>st</sup> Reading, Sept. 22, 2021 2 <sup>nd</sup> Reading)	October 20, 2021	November 9, 2021

NS 277	Change in Catalog Statement	(Sept. 22, 2021 1 <sup>st</sup> Reading, Sept. 22, 2021 2 <sup>nd</sup> Reading)	October 20, 2021	November 9, 2021
PHILO 101	Change in Prerequisite	(Sept. 22, 2021 1 <sup>st</sup> Reading, Sept. 22, 2021 2 <sup>nd</sup> Reading)	October 20, 2021	November 9, 2021
PHOTO 140, 144, 146	Change in Prerequisite	(Sept. 22, 2021 1 <sup>st</sup> Reading, Sept. 22, 2021 2 <sup>nd</sup> Reading)	October 20, 2021	November 9, 2021
PHOTO 142	Change in SAM Code	(Sept. 22, 2021 1 <sup>st</sup> Reading, Sept. 22, 2021 2 <sup>nd</sup> Reading)	October 20, 2021	November 9, 2021
POL S 101	Change in Prerequisite	(Oct. 13, 2021 1 <sup>st</sup> Reading, Oct. 13, 2021 2 <sup>nd</sup> Reading)	October 20, 2021	November 9, 2021
PSYCH 101, 101H, 170	Change in Prerequisite	(Oct. 13, 2021 1 <sup>st</sup> Reading, Oct. 13, 2021 2 <sup>nd</sup> Reading)	October 20, 2021	November 9, 2021
SOC 101, 101H, 108	Change in Prerequisite	(Sept. 22, 2021 1 <sup>st</sup> Reading, Sept. 22, 2021 2 <sup>nd</sup> Reading)	October 20, 2021	November 9, 2021

## Program Revisions

<b>Program Name</b>	<b>Type of Change</b>	<b>Curriculum and Instruction Approval</b>	<b>Academic Affairs Committee Approval</b>	<b>College Executive Review</b>
MOA—Administrative Medical Assistant AS Degree and Certificate	Change in Course Requirements	(Sept. 22, 2021 1 <sup>st</sup> Reading, Sept. 22, 2021 2 <sup>nd</sup> Reading)	October 20, 2021	November 9, 2021
MUSIC—Music AA Degree	Change in Catalog Description	(Sept. 22, 2021 1 <sup>st</sup> Reading, Sept. 22, 2021 2 <sup>nd</sup> Reading)	October 20, 2021	November 9, 2021
MUSIC—Music AS Degree and Certificate	Change in Course Requirements	(Sept. 22, 2021 1 <sup>st</sup> Reading, Sept. 22, 2021 2 <sup>nd</sup> Reading)	October 20, 2021	November 9, 2021
PHOTO—Photography AA Degree	Change in Title	(Sept. 22, 2021 1 <sup>st</sup> Reading, Sept. 22, 2021 2 <sup>nd</sup> Reading)	October 20, 2021	November 9, 2021

GLENDALE COMMUNITY COLLEGE DISTRICT

November 16, 2021

CONSENT CALENDAR NO. 5

TO: Board of Trustees  
SUBMITTED BY: David Viar, Superintendent/President  
REVIEWED BY: Michael Ritterbrown, Vice President, Instructional Services  
PREPARED BY: Hasmik Sarkissian, Office of Vice President, Instructional Services  
SUBJECT: PROPOSED NEW PROGRAMS

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DESCRIPTION OF HISTORY / BACKGROUND:

**Photography—Digital Photography AS Degree**

The AS in Digital Photography program prepares students for work as professional photographers and photographic assistants, as well as prepares students for fields in digital photography editing and retouching. Students pursue careers in a wide range of photographic practices, from commercial and fine art to documentary and event photography. Courses are designed to encourage students to pursue individual projects while developing their technical ability. This program requires 26 units.

**Required Courses**

ARTH 199 History of Photography  
PHOTO 100 Introduction to Photography  
PHOTO 111 Lighting I  
PHOTO 112 Lighting 11  
PHOTO 130 Photoshop and Lightroom for Photographers  
PHOTO 132 Digital Photography II

**Choose One Course from:**

PHOTO 140 Fine Art Photography  
PHOTO 142 Commercial Photography  
PHOTO 144 Documentary Photography  
PHOTO 146 Advanced Projects in Photography

**Photography—Digital Photography Certificate**

The Digital Photography Certificate program prepares students for work as professional photographers and photographic assistants, as well as prepares students for fields in digital photography editing and retouching. Students pursue careers in a wide range of photographic practices, from commercial and fine art to documentary and event photography. Courses are designed to encourage students to pursue individual projects while developing their technical ability. This program requires 26 units.

**Required Courses**

ARTH 199 History of Photography  
PHOTO 100 Introduction to Photography  
PHOTO 111 Lighting I  
PHOTO 112 Lighting II  
PHOTO 130 Photoshop and Lightroom for Photographers  
PHOTO 132 Digital Photography II

**Choose One Course from:**

PHOTO 140 Fine Art Photography  
PHOTO 142 Commercial Photography  
PHOTO 144 Documentary Photography  
PHOTO 146 Advanced Projects in Photography

**Photography—Digital Photography Technician Certificate**

Digital Photography Technician Low Unit Certificate prepares students for work in digital photography, as well as preparing students for fields in digital photography editing, digital assisting, and retouching. The course work in the program balances both technical and creative development for students. Students are expected to create original work suitable for acquiring professional work in the field. This program requires 8 units.

**Required Courses**

PHOTO 130 Photoshop and Lightroom for Photographers  
PHOTO 132 Digital Photography II

**Photography—Drone Photography Certificate**

The Drone Photography low unit certificate provides targeted instruction to practicing photographers seeking to expand their skill set. This also creates a stackable certificate for student pursuing the Digital Photography AS/Certificate or the Photography AS/Certificate. The course sequence provide instruction in available light, drone photography operations and the FAA rules for drone operation. Students must complete 11 units for this program.

**Required Courses**

AT 152 Introduction to Unmanned Aerial Vehicles  
PHOTO 111 Lighting I  
PHOTO 130 Photoshop and Lightroom for Photographers

**Photography—Photographic Lighting Certificate**

The Photographic Lighting Certificate prepares students to provide lighting assistance. Students learn marketable skills that provide entry into professional photographic assisting and lighting design. Many practicing photographers attend classes to refine and update their existing skills. Courses are designed to encourage students to pursue individual projects while developing their technical ability. Students will complete a total of 8 units.

**Required Courses**

PHOTO 111 Lighting I  
PHOTO 112 Lighting II

## **Photography—Traditional Photography Certificate**

The Traditional Photography Low Unit Certificate provides targeted instruction in traditional black and white photographic techniques for photographers wishing to expand their skill sets. Many practicing photographers attend classes to refine and expand their existing skills. Courses are designed to encourage students to pursue individual projects while developing their technical ability. Students will complete a total of 8 units.

### **Required Courses**

PHOTO 101 Traditional Photography

PHOTO 103 Medium and Large Film Format Photography

### COMMITTEE HISTORY

Curriculum & Instruction Committee	May 26, 2021 (First Reading)
Curriculum & Instruction Committee	June 9, 2021 (Second Reading)
Academic Affairs Committee	October 20, 2021
College Executive Committee	November 9, 2021

### FISCAL IMPACT

None

### RECOMMENDATION

The Superintendent/President recommends that the Board of Trustees approve the new programs as presented.

## **PROPOSAL**

### **ITEM 1: PROGRAM GOALS AND OBJECTIVES**

The AS in Digital Photography will prepare students for work as professional photographers and photographic assistants, as well as prepare students for fields in digital photography editing and retouching. The course work in the program balances both technical and creative development for students. The historical and cultural understanding of photography deepens each student's individual work. Students are expected to create original work suitable for acquiring professional work in the field.

#### **Program Learning Outcomes:**

Upon completion of this program, students will be able to: create a cohesive photographic project that is conceptually and technically well developed create, use, and evaluate available and studio lighting use, develop, and integrate digital photography techniques and workflows into their photographic practice prepare students for a career in Photography by completing the Photography degree or certificate.

create a cohesive photographic project that is conceptually and technically well developed create, use, and evaluate available and studio lighting use, develop, and integrate digital photography techniques and workflows into their photographic practice prepare students for a career in Photography by completing the Photography degree or certificate.

### **ITEM 2: CATALOG DESCRIPTION**

The AS in Digital Photography program prepares students for work as professional photographers and photographic assistants, as well as prepares students for fields in digital photography editing and retouching. Students pursue careers in a wide range of photographic practices, from commercial and fine art to documentary and event photography. Courses are designed to encourage students to pursue individual projects while developing their technical ability. This program requires 26 units.

### **ITEM 3: ENROLLMENT AND COMPLETER PROJECTIONS**

The program revisions being proposed will give students more options complete their degrees more quickly without compromising curriculum. Student will be able to target their studies more precisely and create opportunities to stack degrees/certificates

Annual Completers : 10

### **ITEM 4. PLACE OF PROGRAM IN CURRICULUM/SIMILAR PROGRAMS**

There is only one Photography program at GCC. Related fields include Studio Art, Graphic Design, Media Art, and Animation.

**ITEM 5: SIMILAR PROGRAMS AT OTHER COLLEGES IN SERVICE AREA**

This is not a new program.

**ITEM 6: TABLE OF PROGRAM REQUIREMENTS**

**PROGRAM TITLE:** Digital Photography - AS Degree

**REQUIRED COURSES**

	<b>Subject</b>	<b>Number</b>	<b>Title</b>	<b>CSU-GE</b>	<b>IGETC</b>	<b>Units</b>
			<b>Required Core</b>			22 - 22
	PHOTO	<b>100</b>	Introduction to Photography			3
	ARTH	<b>199</b>	History Of Photography	C = Arts, Literature, Philosophy, and Foreign Language, C1 Arts	Arts and Humanities, Art	3
	PHOTO	<b>111</b>	Lighting I			4
	PHOTO	<b>112</b>	Lighting II			4
	PHOTO	<b>130</b>	Photoshop and Lightroom for Photographers			4
	PHOTO	<b>132</b>	Digital Photography II			4
			<b>Choose one course from:</b>			4 - 4
	PHOTO	<b>140</b>	Fine Art Photography	C1 Arts		4
	PHOTO	<b>142</b>	Commercial Photography			4
	PHOTO	<b>144</b>	Documentary Photography			4
	PHOTO	<b>146</b>	Advanced Projects in Photography			4



## **PROPOSAL**

### **ITEM 1: PROGRAM GOALS AND OBJECTIVES**

The Certificate of Achievement in Digital Photography will prepare students for work as professional photographers and photographic assistants, as well as prepare students for fields in digital photography editing and retouching. The course work in the program balances both technical and creative development for students. The historical and cultural understanding of photography deepens each student's individual work. Students are expected to create original work suitable for acquiring professional work in the field.

#### **Program Learning Outcomes:**

Upon completion of this program, students will be able to: create a cohesive photographic project that is conceptually and technically well developed create, use, and evaluate available and studio lighting use, develop, and integrate digital photography techniques and workflows into their photographic practice prepare students for a career in Photography by completing the Photography degree or certificate.

create a cohesive photographic project that is conceptually and technically well developed create, use, and evaluate available and studio lighting use, develop, and integrate digital photography techniques and workflows into their photographic practice prepare students for a career in Photography by completing the Photography degree or certificate.

### **ITEM 2: CATALOG DESCRIPTION**

The Digital Photography Certificate program prepares students for work as professional photographers and photographic assistants, as well as prepares students for fields in digital photography editing and retouching. Students pursue careers in a wide range of photographic practices, from commercial and fine art to documentary and event photography. Courses are designed to encourage students to pursue individual projects while developing their technical ability. This program requires 26 units.

### **ITEM 3: ENROLLMENT AND COMPLETER PROJECTIONS**

Completions have increased along with cohort size, reversing trends seen when course sections were reduced. With the increased cohort sizes, we expect completions to continue to increase.

Annual Completers : 10

### **ITEM 4. PLACE OF PROGRAM IN CURRICULUM/SIMILAR PROGRAMS**

There is only one Photography program at GCC. Related fields include Studio Art, Graphic Design, Media Art, and Animation.

**ITEM 5: SIMILAR PROGRAMS AT OTHER COLLEGES IN SERVICE AREA**

This is not a new program. This is a new option to an existing program.

**ITEM 6: TABLE OF PROGRAM REQUIREMENTS**

**PROGRAM TITLE:** Digital Photography - Certificate

**REQUIRED COURSES**

	<b>Subject</b>	<b>Number</b>	<b>Title</b>	<b>CSU-GE</b>	<b>IGETC</b>	<b>Units</b>
			<b>Required Core</b>			22 - 22
	ARTH	<b>199</b>	History Of Photography	C = Arts, Literature, Philosophy, and Foreign Language, C1 Arts	Arts and Humanities, Art	3
	PHOTO	<b>100</b>	Introduction to Photography			3
	PHOTO	<b>111</b>	Lighting I			4
	PHOTO	<b>112</b>	Lighting II			4
	PHOTO	<b>130</b>	Photoshop and Lightroom for Photographers			4
	PHOTO	<b>132</b>	Digital Photography II			4
and			<b>Choose one course from:</b>			4 - 4
	PHOTO	<b>144</b>	Documentary Photography			4
	PHOTO	<b>140</b>	Fine Art Photography	C1 Arts		4
	PHOTO	<b>142</b>	Commercial Photography			4
	PHOTO	<b>146</b>	Advanced Projects in Photography			4



**NARRATIVE & DOCUMENTATION FOR PROGRAM REVISIONS**

**PROPOSAL**

**ITEM 1: PROGRAM GOALS AND OBJECTIVES**

Digital Photography Technician Low Unit Certificate prepares students for work in digital photography, as well as preparing students for fields in digital photography editing, digital assisting, and retouching. The course work in the program balances both technical and creative development for students. The historical and cultural understanding of photography deepens each student's individual work. Students are expected to create original work suitable for acquiring professional work in the field.

**Program Learning Outcomes:**

Upon completion of this program, students will be able to: create a cohesive photographic project that is conceptually and technically well developed create, use, develop, and integrate digital photography techniques and workflows into their photographic practice create a cohesive photographic project that is conceptually and technically well developed use, develop, and integrate digital photography techniques and workflows into their photographic practice

**ITEM 2: CATALOG DESCRIPTION**

Digital Photography Technician Low Unit Certificate prepares students for work in digital photography, as well as preparing students for fields in digital photography editing, digital assisting, and retouching. The course work in the program balances both technical and creative development for students. Students are expected to create original work suitable for acquiring professional work in the field. This program requires 8 units.

**ITEM 3: ENROLLMENT AND COMPLETER PROJECTIONS**

Completions have increased along with cohort size, reversing trends seen when course sections were reduced. With the increased cohort sizes, we expect completions to continue to increase.  
Annual Completers : 10

**PROGRAM TITLE : Digital Photography Technician - Certificate**



**NARRATIVE & DOCUMENTATION FOR PROGRAM REVISIONS**

**ITEM 4. PLACE OF PROGRAM IN CURRICULUM/SIMILAR PROGRAMS**

There is only one Photography program at GCC. Related fields include Studio Art, Graphic Design, Media Art, and Animation.

**ITEM 5: SIMILAR PROGRAMS AT OTHER COLLEGES IN SERVICE AREA**

No, this is a revision to an existing skill award program, to create a low unit certificate that is stackable,

**ITEM 6: TABLE OF PROGRAM REQUIREMENTS**

**PROGRAM TITLE:** Digital Photography Technician - Certificate

**REQUIRED COURSES**

	<b>Subject</b>	<b>Number</b>	<b>Title</b>	<b>CSU-GE</b>	<b>IGETC</b>	<b>Units</b>
			<b>Required Core</b>			8 - 8
	PHOTO	<b>130</b>	Photoshop and Lightroom for Photographers			4
	PHOTO	<b>132</b>	Digital Photography II			4

***“This program does not represent a significant departure from our existing practices and programs. We will continue to meet Eligibility Requirements, Accreditation Standards, and Commission Policies.”***

## **PROPOSAL**

### **ITEM 1: PROGRAM GOALS AND OBJECTIVES**

Drone Photography has become an essential skill for commercial photographers. Photo 111, Lighting I, Photo 130, Photoshop and Lightroom for Photographers, Photo 136 Drone Photography, and AT 152 (Intro to unmanned aerial systems) into a low unit certificate which would allow practicing photographers to receive targeted instruction which could be completed in one academic year.

#### **Program Learning Outcomes:**

Upon completion of this program, students will be able to: create a cohesive photographic project that is conceptually and technically well developed using aerial stills and videos, capture, edit, and integrate drone photography techniques and workflows into their photographic practice legally and safely operate a drone for photography.

create a cohesive photographic project that is conceptually and technically well developed using aerial stills and videos  
capture, edit, and integrate drone photography techniques and workflows into their photographic practice legally and safely operate a drone for photography.

### **ITEM 2: CATALOG DESCRIPTION**

The Drone Photography low unit certificate provides targeted instruction to practicing photographers seeking to expand their skill set. This also creates a stackable certificate for student pursuing the Digital Photography AS/Certificate or the Photography AS/Certificate. The course sequence provides instruction in available light, drone photography operations and the FAA rules for drone operation. Students must complete 11 units for this program.

### **ITEM 3: ENROLLMENT AND COMPLETER PROJECTIONS**

By adding this to the Photography curriculum, enrollment and completions should increase. Currently, the nearest similar program is Mt Sac which has experienced sustained growth by integrating drone photography into their photography programs.

Annual Completers : 10

### **ITEM 4. PLACE OF PROGRAM IN CURRICULUM/SIMILAR PROGRAMS**

Photography, Graphic Design, Media Arts

**ITEM 5: SIMILAR PROGRAMS AT OTHER COLLEGES IN SERVICE AREA**

The closest similar program is at Mt Sac, which is not regionally competitive.

**ITEM 6: TABLE OF PROGRAM REQUIREMENTS**

**PROGRAM TITLE:** Drone Photography - Certificate

**REQUIRED COURSES**

	Subject	Number	Title	CSU-GE	IGETC	Units
			<b>REQUIRED COURSES WITHOUT OPTIONS</b>			11 - 11
	AT	<b>152</b>	Introduction to Unmanned Aerial Vehicles			3
	PHOTO	<b>111</b>	Lighting I			4
	PHOTO	<b>130</b>	Photoshop and Lightroom for Photographers			4
			<b>REQUIRED COURSES WITH OPTIONS</b>			0 - 0

*“This program does not represent a significant departure from our existing practices and programs. We will continue to meet Eligibility Requirements, Accreditation Standards, and Commission Policies.”*



**NARRATIVE & DOCUMENTATION FOR PROGRAM REVISIONS**

**PROPOSAL**

**ITEM 1: PROGRAM GOALS AND OBJECTIVES**

The Photographic Lighting Low Unit Certificate will prepare students for work as professional photographers and photographic assistants. The course work in the program balances both technical and creative development for students. Students are expected to create original work suitable for acquiring professional work in the field.

**Program Learning Outcomes:**

Upon completion of this program, students will be able to: create a cohesive photographic project that is conceptually and technically well developed, create, evaluate and integrate use of available and studio lighting into their photographic practice to produce a cohesive photographic project that is conceptually and technically well developed create, evaluate and integrate use of available and studio lighting into their photographic practice

**ITEM 2: CATALOG DESCRIPTION**

The Photographic Lighting Certificate prepares students to provide lighting assistance. Students learn marketable skills that provide entry into professional photographic assisting and lighting design. Many practicing photographers attend classes to refine and update their existing skills. Courses are designed to encourage students to pursue individual projects while developing their technical ability. Students will complete a total of 8 units.

**ITEM 3: ENROLLMENT AND COMPLETER PROJECTIONS**

Completions have increased along with cohort size, reversing trends seen when course sections were reduced. With the increased cohort sizes, we expect completions to continue to increase.

Annual Completers : 10

**ITEM 4. PLACE OF PROGRAM IN CURRICULUM/SIMILAR PROGRAMS**

There is only one Photography Program at GCC. Related fields include Studio Art, Graphic Design, Media Art, and Animation.

**PROGRAM TITLE : Photographic Lighting - Certificate**



**NARRATIVE & DOCUMENTATION FOR PROGRAM REVISIONS**

**ITEM 5: SIMILAR PROGRAMS AT OTHER COLLEGES IN SERVICE AREA**

This is not a new program.

**ITEM 6: TABLE OF PROGRAM REQUIREMENTS**

**PROGRAM TITLE:** Photographic Lighting - Certificate

**REQUIRED COURSES**

	<b>Subject</b>	<b>Number</b>	<b>Title</b>	<b>CSU-GE</b>	<b>IGETC</b>	<b>Units</b>
			<b>Required Core</b>			8 - 8
	PHOTO	<b>111</b>	Lighting I			4
	PHOTO	<b>112</b>	Lighting II			4

***"This program does not represent a significant departure from our existing practices and programs. We will continue to meet Eligibility Requirements, Accreditation Standards, and Commission Policies."***





**NARRATIVE & DOCUMENTATION FOR PROGRAM REVISIONS**

**PROPOSAL**

**ITEM 1: PROGRAM GOALS AND OBJECTIVES**

The Traditional Photography Low Unit Certificate will provide a pathway for photographers working digitally to learn traditional photography. The course work in the program balances both technical and creative development for students. The historical and cultural understanding of photography deepens each student's individual work. Students are expected to create original work suitable for acquiring professional work in the field.

**Program Learning Outcomes:**

Upon completion of this program, students will be able to: create a cohesive photographic project that is conceptually and technically well developed create use, develop, and integrate traditional photography techniques and workflows into their photographic practice create a cohesive photographic project that is conceptually and technically well developed use, develop, and integrate traditional photography techniques and workflows into their photographic practice

**ITEM 2: CATALOG DESCRIPTION**

The Traditional Photography Low Unit Certificate provides targeted instruction in traditional black and white photographic techniques for photographers wishing to expand their skill sets. Many practicing photographers attend classes to refine and expand their existing skills. Courses are designed to encourage students to pursue individual projects while developing their technical ability. Students will complete a total of 8 units.

**ITEM 3: ENROLLMENT AND COMPLETER PROJECTIONS**

Completions have increased along with cohort size, reversing trends seen when course sections were reduced. With the increased cohort sizes, we expect completions to continue to increase.  
Annual Completers : 10

**PROGRAM TITLE : Traditional Photography - Certificate**



**NARRATIVE & DOCUMENTATION FOR PROGRAM REVISIONS**

**ITEM 4. PLACE OF PROGRAM IN CURRICULUM/SIMILAR PROGRAMS**

There is only one Photography program at GCC. Related fields include Studio Art, Graphic Design, Media Art, and Animation.

**ITEM 5: SIMILAR PROGRAMS AT OTHER COLLEGES IN SERVICE AREA**

This is not a new program.

**ITEM 6: TABLE OF PROGRAM REQUIREMENTS**

**PROGRAM TITLE:** Traditional Photography - Certificate

**REQUIRED COURSES**

	<b>Subject</b>	<b>Number</b>	<b>Title</b>	<b>CSU-GE</b>	<b>IGETC</b>	<b>Units</b>
			<b>Required Core</b>			8 - 8
	PHOTO	<b>101</b>	Traditional Photography			4
	PHOTO	<b>103</b>	Medium and Large Film Format Photography			4

***"This program does not represent a significant departure from our existing practices and programs. We will continue to meet Eligibility Requirements, Accreditation Standards, and Commission Policies."***

GLENDALE COMMUNITY COLLEGE DISTRICT

November 16, 2021

CONSENT CALENDAR NO. 6

STAFFING REPORT NO. 5

TO: BOARD OF TRUSTEES

SUBMITTED: David Viar, Superintendent/President

REVIEWED BY: Victoria Simmons, Vice President  
Human Resources

PREPARED BY: Frinna De La Cruz, Admin Asst IV-Confidential

SUBJECT: ACADEMIC, CLASSIFIED, ADMINISTRATOR, AND ALL  
OTHER TEMPORARY EMPLOYEE ACTIONS REPORTS

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Pursuant to Board Policy 7110, Delegation of Authority, the Superintendent/President has authorized the attached personnel actions. The actions are consistent with federal and state laws and regulations, District policies and regulations, the District budget, and relevant collective bargaining agreements.

The Superintendent/President recommends that the Board of Trustees confirm the following staffing reports:

Academic Report – Action Order  
Classified Report – Action Order  
Administrator Report  
All Other Temporary Employee Actions Report  
Student Employee Reports

Full Name	Location	Position	Dates	Acct #	Hours	Rate	FTE	Acct %	Board Action
<b>ACADEMIC</b>									
<b>Separation of Employment: Retirements/Resignations</b>									
Djambazian, Ms. Patricia	Student Services	Counselor	12/15/21 -						Retirement
<b>All Other Academic Actions</b>									
Barrera, Ms. Vivian	Continuing and Community Ed Center	Adjunct Counselor	08/30/21 - 12/15/21	03 2820 0 700001 1450	NTE 20 hrs/wk	C IV-4		100	Adjunct Assignment - Hourly Rate (Appendix B1)
Aristakessian, Arakel	Continuing and Community Ed Center	Adjunct Counselor	08/30/21 - 12/15/21	03 0700 0 649000 1450	NTE 23 hrs/wk	C IV-1		100	Adjunct Assignment - Hourly Rate (Appendix B1)
Torres, Cristina	Continuing and Community Ed Center	Adjunct Counselor	08/30/21 - 12/15/21	03 0700 0 649000 1450	NTE 20 hrs/wk	C IV-1		100	Adjunct Assignment - Hourly Rate (Appendix B1)
Aslanian, Mrs. Angina	Continuing and Community Ed Center	Adjunct Counselor	08/30/21 - 12/15/21	03 0700 0 649000 1450	NTE 6 hrs/wk	C IV-2		100	Adjunct Assignment - Hourly Rate (Appendix B1)
Villarreal, Mrs. Jesse Holm	Continuing and Community Ed Center	Adjunct Counselor	08/30/21 - 12/15/21	03 2820 0 700001 1450	NTE 23 hrs/wk	C IV-4		100	Adjunct Assignment - Hourly Rate (Appendix B1)
Salcedo Lopez, Dulce	Continuing and Community Ed Center	Adjunct Counselor	08/30/21 - 12/15/21	03 0700 0 649000 1450	NTE 23 hrs/wk	C IV-1		100	Adjunct Assignment - Hourly Rate (Appendix B1)
Villalobos, Ms. Ana L	Health Sciences Division	Health Sciences Adjunct Sub	09/11/21 - 12/07/21						Correction to the Board: 10/19/21; End Date
Boyajyan, Miss Izabela	Technology and Aviation Division	Architecture Adjunct	07/01/21 - 08/30/21	03 1100 0 020111 1460	NTE 17 hrs	C III-4		100	Non-Instructional Assignment
Labra Bahena, Mr. Luis	Mathematics Division	Math Instructor	08/30/21 - 12/15/21	03 0610 0 632100 1460	NTE 5 hrs	C III-3		100	Non-Instructional Assignment
Lynch, Mr. John J	Office of VP Student Services	English Adjunct	08/30/21 - 12/15/21	03 0610 0 632100 1460	NTE 25 hrs	C III-4		100	Non-Instructional Assignment
Wolfgram, Ms. Juliann K	Office of VP Student Services	Visual & Performing Arts Adjunct	09/11/21 - 12/15/21	03 6100 0 631000 1460	8 hrs	C III-4		100	Non-Instructional Assignment
Chiu, Mr. Paul	Technology and Aviation Division	Architecture Adjunct	07/01/21 - 08/30/21	03 1100 0 020111 1460	NTE 17 hrs	C III-4		100	Non-Instructional Assignment
Ingle, Mrs. Tiffany Erin	Office of VP Student Services	Noncredit ESL Instructor	09/27/21 - 12/15/21	03 0610 0 632100 1460	NTE 48 hrs	C II-4		100	Non-Instructional Assignment

Full Name	Location	Position	Dates	Acct #	Hours	Rate	FTE	Acct %	Board Action
Juzwiak, Mr. William C.	Office of VP Student Services	English Instructor	09/10/21 - 12/15/21	03 0610 0 632100 1460	NTE 10 hrs	C III-4		100	Non-Instructional Assignment
Lynch, Mr. John J	English Division	English Adjunct	08/30/21 - 12/15/21	03 0610 0 632100 1460	NTE 25 hrs	C III-4		100	Non-Instructional Assignment
Mekredijian, Tamar	Office of VP Student Services	English Adjunct	09/10/21 - 12/15/21	03 0610 0 632100 1460	NTE 10 hrs	C III-1		100	Non-Instructional Assignment
Rooney, Ms. Marian Amanda C	Office of VP Student Services	English Instructor	09/10/21 - 12/15/21	03 0610 0 632100 1460	NTE 10 hrs	C III-4		100	Non-Instructional Assignment
Fuhrmann, Mr. John M	Mathematics Division	Math Instructor	08/30/21 - 12/15/21	03 0610 0 632100 1460	NTE 41 hrs	C III-4		100	Non-Instructional Assignment
Tan, Miss Angie-Kolleen Sandico	Health Sciences Division	Health Sciences Adjunct	09/01/21 - 12/07/21	03 3920 0 120300 1460	NTE 16 hrs	C III-2		100	Non-Instructional Assignment
Garcia, Ramiro O	Mathematics Division	Math Adjunct	08/30/21 - 12/15/21	03 0610 0 632100 1460	NTE 10 hrs	C III-1		100	Non-Instructional Assignment
Onyekwe, Dr. Rose	Health Sciences Division	Nursing Instructor	09/01/21 - 12/07/21	03 3920 0 120300 1460	NTE 16 hrs	C III-4		100	Non-Instructional Assignment
Fogarty, Kerry B	Continuing and Community Ed Center	Noncredit ESL Adjunct	08/30/21 - 12/15/21	03 2820 0 700001 1460	2 hrs/wk	C III-1		100	Non-Instructional Assignment
Stewart, Jessica M	Office of VP Student Services	English Adjunct	09/10/21 - 12/15/21	03 0610 0 632100 1460	NTE 10 hrs	C III-1		100	Non-Instructional Assignment
Sierra, Ms. Mayra	Office of VP Student Services	Mathematics Instructor	09/27/21 - 12/15/21	03 0610 0 632100 1295			0.1	100	Release Time Collaboration Between Math and NCESL for ELL Support
Ulrey, Ms. Geraldine J. (Geri Ulrey)	Visual and Performing Arts Division	Media Arts Instructor	08/30/21 - 12/15/21	03 1150 2 060400 1295			0.33	100	Release Time Curriculum, Setting up new Equipment and Integrator
Yun, Mr. Sungmin	Social Sciences Division	Faculty Intern	11/05/21 -						Separation
Claridge, Mr. Daniel	Technology and Aviation Division	Technology and Aviation Adjunct	11/05/21 -						Separation
Giambalvo, James	Athletics	Adjunct Coach	11/05/21 -						Separation
Jackson, Mr. Chris Lee	Technology and Aviation Division	Technology and Aviation Adjunct	11/05/21 -						Separation
Jimenez, Mr. Jose	Athletics	Adjunct Coach	11/05/21 -						Separation
Pagliuso, Mr. Justin J.	Technology and Aviation Division	Technology and Aviation Adjunct	11/05/21 -						Separation
Sepulveda Jr., Mr. Robert D	Technology and Aviation Division	Technology and Aviation Adjunct	11/05/21 -						Separation

01 = Day  
 02 = Evening  
 03 = Non-Credit

Full Name	Location	Position	Dates	Acct #	Hours	Rate	FTE	Acct %	Board Action
Wan, Mr. Christopher	Technology and Aviation Division	Technology and Aviation Adjunct	11/05/21 -						Separation
Amirian, Ms. Annette	Life Skills - Noncredit Business Division	Life Skills Noncredit Business Adjunct	11/05/21 -						Separation
Olsen, Miss Nicole Lauren	Technology and Aviation Division	Technology and Aviation Adjunct	11/05/21 -						Separation
Stevenson, Mr. Tenoa L. II	Technology and Aviation Division	Technology and Aviation Adjunct	11/05/21 -						Separation
Hallock, Mr. Matthew P.	Technology and Aviation Division	Technology and Aviation Adjunct	11/05/21 -						Separation
Baker, Mr. Shane Albert	Technology and Aviation Division	Technology and Aviation Adjunct	11/05/21 -						Separation
Harper, Mr. Randall N. (Randy Harper)	Technology and Aviation Division	Technology and Aviation Adjunct	11/05/21 -						Separation
Baghoomian, Mr. Zorik	Office of Instructional Services	Credit ESL Adjunct	10/11/21 - 12/15/21	01 1000 0 601000 1395		\$1,495.00		100	Stipend - Ancillary Activities
Reff, Mr. Brian C	Office of Instructional Services	Technology & Aviation Adjunct	09/27/21 - 12/15/21	01 1000 0 601000 1395		\$130.00		100	Stipend - Ancillary Activities
Stuntz, Dr. Lori Ann	Office of Instructional Services	Visual and Performing Arts Adjunct	10/04/21 - 12/15/21	01 1000 0 601000 1395		\$1,495.00		100	Stipend - Ancillary Activities
Cardona, Mr. Rafael	Office of Instructional Services	Business Adjunct	10/11/21 - 12/15/21	01 1000 0 601000 1395		\$1,495.00		100	Stipend - Ancillary Activities
Panec, Ms. Caryn	Office of Instructional Services	Noncredit Business Life Skills Adjunct	10/05/21 - 12/15/21	01 1000 0 601000 1395		\$260.00		100	Stipend - Ancillary Activities
Biagini, Mrs. Catherine Chan	Office of Instructional Services	Visual and Performing Arts Adjunct	10/08/21 - 12/15/21	01 1000 0 601000 1395		\$1,495.00		100	Stipend - Ancillary Activities
Redman, Dr. Judy B	Health Sciences Division	Health Sciences Adjunct	09/13/21 - 12/15/21	01 1000 0 601000 1395		\$390.00		100	Stipend - Ancillary Activities
Basalla, Ms. Melissa A	Office of Instructional Services	Credit ESL Adjunct	09/20/21 - 12/15/21	01 1000 0 601000 1395		\$1,040.00		100	Stipend - Ancillary Activities
Kayzakian, Mr. Arthur	Office of Instructional Services	English Adjunct	10/05/21 - 12/15/21	01 1000 0 601000 1395		\$390.00		100	Stipend - Ancillary Activities
Rickman, Mr. Tracy E	Office of Instructional Services	Fire Academy Adjunct	10/05/21 - 12/15/21	01 1000 0 601000 1395		\$390.00		100	Stipend - Ancillary Activities
Uzunyan, Ms. Alvard	Office of Instructional Services	Credit ESL Adjunct	10/08/21 - 12/15/21	01 1000 0 601000 1395		\$1,495.00		100	Stipend - Ancillary Activities

Full Name	Location	Position	Dates	Acct #	Hours	Rate	FTE	Acct %	Board Action
Haiduk-Pollack, Dr. Cynthia	Office of Instructional Services	Life Skills Noncredit Business Adjunct	09/27/21 - 12/15/21	01 1000 0 601000 1395		\$130.00		100	Stipend - Ancillary Activities
McGrath, Ms. Kimzey	Office of Instructional Services	Credit ESL Adjunct	09/20/21 - 12/15/21	01 1000 0 601000 1395		\$1,495.00		100	Stipend - Ancillary Activities
McGrath, Ms. Kimzey	Office of Instructional Services	Credit ESL Adjunct	09/20/21 - 12/15/21	01 1000 0 601000 1395		\$1,495.00		100	Stipend - Ancillary Activities
Steiner, Miss Carley	Office of Instructional Services	Visual and Performing Arts Adjunct	09/20/21 - 12/15/21	01 1000 0 601000 1395		\$1,495.00		100	Stipend - Ancillary Activities
Yau, Ms. Stephanie	Office of Instructional Services	Student Services Adjunct	10/05/21 - 12/15/21	01 1000 0 601000 1395		\$1,495.00		100	Stipend - Ancillary Activities
Dube, Ms. Sangita	Office of Instructional Services	English Adjunct	09/27/21 - 12/15/21	01 1000 0 601000 1395		\$130.00		100	Stipend - Ancillary Activities
Braaten, Mr. Matthew Howard	Office of Instructional Services	Visual and Performing Arts Adjunct	09/20/21 - 12/15/21	01 1000 0 601000 1395		\$1,495.00		100	Stipend - Ancillary Activities
Possidon, Sophia	Office of Instructional Services	Business Adjunct	10/12/21 - 12/15/21	01 1000 0 601000 1395		\$520.00		100	Stipend - Ancillary Activities
Yau, Ms. Stephanie	Office of Instructional Services	Student Services Adjunct	10/04/21 - 12/15/21	01 1000 0 601000 1395		\$650.00		100	Stipend - Ancillary Activities
Bray, Mr. Malik	Student Affairs	Health & PE Adjunct	10/16/21 - 07/31/22	01 1000 0 696000 1395		\$8,000.00		100	Stipend - Assistant Coach Men's Basketball
Raimondo, Krista J	Noncredit ESL Division	Noncredit ESL Instructor/Outreach Retention Coord	08/30/21 -			C V-5 + doctorate			Stipend - Doctorate
Jilizian, Mr. Vigen	Student Affairs	Health & PE Adjunct	10/16/21 - 03/31/22	01 1000 0 696000 1395		10% C III-5		100	Stipend - Head Coach Men's Basketball
Weiss, Mr. Joel Thomas	Student Affairs	Kinesiology Instructor	10/16/21 - 03/31/22	01 1000 0 696100 1395		10% of Contract		100	Stipend - Head Coach Women's Basketball
Kretzmann, Dr. Maria B	Office of VP Instructional Services	Biology Instructor	08/30/21 - 12/15/21	01 0100 0 499900 1395		\$2,625.00		100	Stipend Co-directing the Baja Program
Gago, Dr. Francisco J	Office of VP Instructional Services	Biology Instructor	08/30/21 - 12/15/21	01 0100 0 499900 1395		\$2,625.00		100	Stipend Co-directing the Baja Program
Blaker, Mrs. Rhona	Office of VP Instructional Services	English Adjunct	08/30/21 - 12/15/21	01 0100 0 499900 1395		\$18,118.08		100	Stipend Contextualized Learning Coordinator

Full Name	Location	Position	Dates	Acct #	Hours	Rate	FTE	Acct %	Board Action
Kayzakian, Mr. Arthur	English Division	English Adjunct	08/30/21 - 12/15/21	03 0800 0 499900 1395	8 hrs total	\$55.51/hr		100	Stipend Keys to College Success Workshops
Plourde, Mr. Jason	Kinesiology Division	Health & PE Adjunct	02/16/21 - 06/09/21	01 0100 0 083500 1395		\$800.00		100	Stipend Spring 2021 KIN 50 Instructor
Ybarra, Ms. Yvette C	Kinesiology Division	Health & PE Instructor	06/14/21 - 08/20/21	01 0100 0 083500 1395		\$400.00		100	Stipend Summer 2021 KIN 50 Instructor
<b>CREDIT ( as received from IT and Instructional Services)</b>									
Ruiz, Carla	Student Services	Adjunct Counselor	10/25/2021 - 12/15/2021	01 0100 0 493000 1310	1.00	C IV-1			Adjunct Assignment -
Ruiz, Carla	Student Services	Adjunct Counselor	10/25/2021 - 12/15/2021	01 0100 0 493000 1311	0.33	C IV-1			Adjunct Assignment - Office Hours
<b>CLASSIFIED</b>									
<b>All Other Classified Actions</b>									
Baza, Mr. Paul M.	Business Services	Mail Services Worker	09/30/21 - 10/01/21	01 1000 0 677200 2120	8 Additional Hrs	Established Rate of Pay		100	Additional Assignment - Less than 20 Days
Stepp, Mrs. Debra	CalWORKS	Senior Student Services Technician	07/01/21 - 06/30/22	03 4920 2 700001 2110				100	Correction to the Board: August 17, 2021, Account
Gonzalez-Carrasco, Ms. Ophelia	CalWORKS	Senior Student Services Technician	07/01/21 - 06/30/22	03 4920 2 700001 2110				100	Correction to the Board: September 14, 2021, Account
Gomez Tagle, David	Information and Technology Services	Sr. IT Support Specialist	10/01/21 -	01 1000 0 613000 2120		\$20.00/mo		100	Stipend - Classified Professional Growth
Tarverdi Masihi, Mr. Artin	College Police	Police Officer	10/01/21 -	01 1000 0 677000 2110		\$20.00/mo		100	Stipend - Classified Professional Growth
Torosian, Ms. Serine	College Police	Police Communications and Records Specialist	10/01/21 -	01 1000 0 677000 2110		\$60.00/mo		100	Stipend - Classified Professional Growth
Allahverdi, Ms. Melina	Physical Science Division	Administrative Assistant	10/01/21 -	01 0100 0 190000 2110		\$100.00/mo		100	Stipend - Classified Professional Growth
Yeterian, Ms. Alexandra	Continuing and Community Ed Center	Office Assistant I	07/01/21 - 12/16/21	01 0300 0 601001 2495		\$307.66/month		100	Stipend Out-of-Class Stipend



Full Name	Location	Position	Dates	Acct #	Hours	Rate	FTE	Acct %	Board Action
<b>ADMINISTRATOR</b>									
Ismail, Ms. Teri Chel	Parent Support Center	Assist Dir Child Dev Center	12/30/21 -						Correction to the Board: 10/19/21 - Correct Board Report Category
Andersen-Wahlberg, Ms. Tina	DSPS	Program Manager III	02/25/22 -						Retirement
Viar, Dr. David Leon	Office of Superintendent-President	Superintendent-President	6/30/2022						Retirement
Courtesy, Dr. Susan Lee Mesko	Business Services	Dir Business Services	01/19/22 -						Retirement
<b>ALL OTHER TEMPORARY EMPLOYEE ACTIONS</b>									
<b>Professional Experts</b>									
Pursuant to Education Code Section 88003, Section (a), the District may employ a professional expert to perform various project work.									
Lucero, Richard	Student Affairs	Assistant Coach - Women's Basketball	10/16/21 - 03/16/22	01 1000 0 696100 2390		\$4,000.00		100	Professional Expert
Frasco, Jennifer	Student Affairs	Assistant Coach - Volleyball	09/30/21 - 11/30/21	01 1000 0 696100 2390		\$3,000.00		100	Professional Expert
DeGuzman, Mr. Vincent	Student Affairs	Assistant Coach - Women's Basketball	10/16/21 - 07/31/22	01 1000 0 696100 2390		\$6,000.00		100	Professional Expert
Hoonanian, Mr. Ararat (Ara Hoonanian)	Fire Technology	Fire Academy	11/05/21 -						Separation
Becke, Mr. Byron I	Fire Technology	Fire Academy	11/05/21 -						Separation
Zakarian, Mr. Ara	Fire Technology	Fire Academy	11/05/21 -						Separation
Meza, Mr. Marcus M.	Fire Technology	Fire Academy	11/05/21 -						Separation
Babayan, Mr. Narek	Fire Technology	Fire Academy	11/05/21 -						Separation
<b>Temporary Assignment Employees</b>									
Pursuant to Education Code Section 88003, Section (b) and (c) the District may employ either substitute or short-term employees. A substitute employee may be hired to either: 1) replace a classified employee who is temporarily absent from duty, or 2) employed for up to 60 calendar days when the District is filling a vacancy in a classified position. A short-term employee may be hired perform a service for District, upon the completion of which, the service required or similar services will not be extended or needed on a continuing basis. All temporary employees in this section may be assigned up to 800 hours or 170 days per fiscal year.									
Zarate, Gerardo	Student Affairs	Student Services Assistant II	11/22/21 - 01/21/22	01 1000 0 696500 2110	NTE 800 hrs/175 days	\$22.04/hr		100	Substitute - Absence Replacement
<b>CADETS</b>									
Huerta, Mr. Jaime Jr.	College Police	Police Cadet Senior Corporal	09/26/21 -	01 1000 0 677000 2380	NTE 900 hrs/yr	\$18.00/hr		100	Police Cadet Title and Pay Increase

01 = Day  
 02 = Evening  
 03 = Non-Credit

Full Name	Location	Position	Dates	Acct #	Hours	Rate	FTE	Acct %	Board Action
<b>Student Employee</b>									
Akau, Triniti	STU. ASSIST. I		10/01/21 - 06/30/22	01 1000 0 696000 2360		\$15.00			
Alaverdyan, Eric	STU. ASSIST. I		10/01/21 - 06/30/22	03 0600 2 630000 2360		\$15.00			
Andryasian, Samuel	STU. ASSIST. I		10/01/21 - 06/30/22	01 1000 0 620000 2360		\$15.00			
Assadourian, George	STU. ASSIST. I		10/01/21 - 06/30/22	03 0600 2 630000 2360		\$15.00			
Bayramyan, Ani	STU. ASSIST. I		10/01/21 - 06/30/22	09 2304 1 700002 2360		\$15.00			
Braz Da Silva, Myllena Cristyna	STU. ASSIST. I		10/01/21 - 06/30/22	01 1000 0 630300 2360		\$15.00			
Carradine, Austin	STU. ASSIST. I		10/01/21 - 06/30/22	01 1000 0 696000 2360		\$15.00			
Cheatham, William	STU. ASSIST. I		10/01/21 - 06/30/22	01 1000 0 696000 2360		\$15.00			
Cooper, Jesni	STU. ASSIST. I		10/01/21 - 06/30/22	01 1000 0 696000 2360		\$15.00			
Craig, Joseph	STU. ASSIST. I		10/01/21 - 06/30/22	01 1000 0 696000 2360		\$15.00			
Doehne, Brandon	STU. ASSIST. I		10/01/21 - 06/30/22	01 1000 0 696000 2360		\$15.00			
Fazlalipour, Narin	STU. ASSIST. II		10/01/21 - 06/30/22	03 0600 0 671100 2360		\$15.00			
Fazlalipour, Narin	STU. ASSIST. II		10/01/21 - 06/30/22	01 1000 0 671100 2360		\$15.00			
Fleischer, Molly	STU. ASSIST. I		10/01/21 - 06/30/22	03 2200 0 642000 2360		\$15.00			
Forsberg, Torii	STU. ASSIST. I		10/01/21 - 06/30/22	01 1000 0 696000 2360		\$15.00			
Gevorgyan, Ani	STU. ASSIST. I		10/01/21 - 06/30/22	03 2110 0 051400 2360		\$15.00			
Gevorgyan, Ani	STU. ASSIST. I		10/01/21 - 06/30/22	01 2110 0 051400 2360		\$15.00			
Gonzalez, Vincent	STU. ASSIST. I		10/01/21 - 06/30/22	01 1000 0 696000 2360		\$15.00			
Goody, Abigail	STU. ASSIST. I		10/01/21 - 06/30/22	03 2200 0 642000 2360		\$15.00			
Haseley, Cooper	STU. ASSIST. I		10/01/21 - 06/30/22	01 1000 0 696000 2360		\$15.00			
Issaghouljian, Sabin	STU. ASSIST. I		10/01/21 - 06/30/22	01 1000 0 696500 2360		\$15.00			
Kristasatryan, Mary	STU. ASSIST. I		10/01/21 - 06/30/22	01 1000 0 663500 2360		\$15.00			
Kulik, Tatiana	STU. ASSIST. I		10/01/21 - 06/30/22	01 2110 0 051400 2360		\$15.00			
Kulik, Tatiana	STU. ASSIST. I		10/01/21 - 06/30/22	03 2110 0 051400 2360		\$15.00			
Lal, Nikita	STU. ASSIST. I		10/01/21 - 06/30/22	03 2200 0 642000 2360		\$15.00			
Lousararian, Trent	STU. ASSIST. I		10/01/21 - 06/30/22	01 1000 0 696000 2360		\$15.00			
Manasyan, Armine	STU. ASSIST. I		10/01/21 - 06/30/22	01 2110 0 051400 2360		\$15.00			
Manasyan, Armine	STU. ASSIST. I		10/01/21 - 06/30/22	03 2110 0 051400 2360		\$15.00			
Manukyan, Narek	STU. ASSIST. I		10/01/21 - 06/30/22	03 0600 2 630000 2360		\$15.00			
Mkrтчyan, Shoghik	STU. ASSIST. I		10/01/21 - 06/30/22	01 1000 0 696500 2360		\$15.00			
Nerkararyan, Ani	STU. ASSIST. I		10/01/21 - 06/30/22	01 1000 0 696500 2360		\$15.00			
Ohanyan, Elen	STU. ASSIST. II		10/01/21 - 06/30/22	03 0600 0 671100 2360		\$15.00			
Ohanyan, Elen	STU. ASSIST. II		10/01/21 - 06/30/22	01 1000 0 671100 2360		\$15.00			
Patatanian, Klar	STU. ASSIST. I		10/01/21 - 06/30/22	01 1000 0 696500 2360		\$15.00			
Pirmohammadi, Forouzan	STU. ASSIST. I		10/01/21 - 06/30/22	01 2110 0 051400 2360		\$15.00			
Pirmohammadi, Forouzan	STU. ASSIST. I		10/01/21 - 06/30/22	03 2110 0 051400 2360		\$15.00			
Ramirez, Dinorah	STU. ASSIST. I		10/01/21 - 06/30/22	03 2200 0 642000 2360		\$15.00			
Ramirez, Itzel	STU. ASSIST. II		10/01/21 - 06/30/22	03 0600 0 671100 2360		\$15.00			

01 = Day  
 02 = Evening  
 03 = Non-Credit

Full Name	Location	Position	Dates	Acct #	Hours	Rate	FTE	Acct %	Board Action
Ramirez, Itzel	STU. ASSIST. II		10/01/21 - 06/30/22	01 1000 0 671100 2360		\$15.00			
Rigsby, Elena	STU. ASSIST. I		10/01/21 - 06/30/22	03 2200 0 642000 2360		\$15.00			
Ruvalcaba, Sierra	STU. ASSIST. I		10/01/21 - 06/30/22	01 1000 0 696000 2360		\$15.00			
Sarkisian, Lilit	STU. ASSIST. I		10/01/21 - 06/30/22	01 1000 0 696500 2360		\$15.00			
Seraydarian, Melody	STU. ASSIST. I		10/01/21 - 06/30/22	03 2200 0 642000 2360		\$15.00			
Shanazary, Arina	STU. ASSIST. I		10/01/21 - 06/30/22	01 1000 0 696500 2360		\$15.00			
Simpson, Mo'Neay	STU. ASSIST. I		10/01/21 - 06/30/22	03 2200 0 642000 2360		\$15.00			
Sipanian, Vache	STU. ASSIST. II		10/01/21 - 06/30/22	01 1000 0 671100 2360		\$15.00			
Sipanian, Vache	STU. ASSIST. II		10/01/21 - 06/30/22	03 0600 0 671100 2360		\$15.00			
Valle, Crystal	STU. ASSIST. I		10/01/21 - 06/30/22	03 2200 0 642000 2360		\$15.00			
Vardanyan, Madlena	STU. ASSIST. I		10/01/21 - 06/30/22	03 0600 2 630000 2360		\$15.00			
Veranian, Kristina	STU. ASSIST. I		10/01/21 - 06/30/22	01 1000 0 696500 2360		\$15.00			
Wang, Guanyi	STU. ASSIST. I		10/01/21 - 06/30/22	01 1000 0 630300 2360		\$15.00			
Wong, Kristine	STU. ASSIST. I		10/01/21 - 06/30/22	03 2200 0 642000 2360		\$15.00			
Yasakhanian, Lilit	STU. ASSIST. I		10/01/21 - 06/30/22	03 2200 0 642000 2360		\$15.00			
Zhamkochyan, Suzanna	STU. ASSIST. I		10/01/21 - 06/30/22	03 2200 0 642000 2360		\$15.00			

# GLENDALE COMMUNITY COLLEGE DISTRICT

November 16, 2021

## NEW BUSINESS REPORT NO. 1 – ACTION

TO: Board of Trustees

SUBMITTED BY: David Viar, Superintendent/President  
Ben Duran, President, PPL, Inc.  
Lisa Sugimoto, Vice President, PPL. Inc.

SUBJECT: SUPERINTENDENT/PRESIDENT SEARCH

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### DESCRIPTION OF HISTORY/BACKGROUND

#### Background

The Board of Trustees voted at the October 19, 2021 board meeting to begin the process for selection of a new superintendent/president to replace David Viar upon his retirement effective June 30, 2022. As part of that process, the board determined the composition of a screening committee based on Board Policy 2431: Superintendent/President Selection that is “broadly reflective of the District’s constituencies.” The action called for the leaders of each constituency group to name its members who would serve. The following includes the members of the screening committee who have been appointed to serve.

#### **Screening Committee Membership**

##### Student member

Diana Morales, President, Associated Students of Glendale Community College and Student Trustee

##### Faculty members

Richard Cortes - Associate Professor, Counselor; Division Chair, Student Services

Roger Dickes - Instructor, Animation; Academic Senate President

Emily Haraldson - Assistant Professor, Art History; Guild President

##### Classified staff members

Saadat Aziskhanova - Accountant and Business Operations Specialist;  
Past President CSEA

Narbeh Nazari - College Police Officer; President, CSEA

##### Managers

Agnes Eguaras - Dean, Instructional Services

Calvin Madlock - Chief Information Services Officer

Paul Schlossman - Vice President, Student Services

##### Foundation board member

Linda Wang - Glendale College Foundation board member, retired Senior Vice President, Human Resources, Warner Bros. Entertainment

##### Chair and EEO representative (non-voting)

Victoria Simmons, Vice President, Human Resources

The screening committee is scheduled to meet November 16, early February, and late February, and conduct interviews with the semi-finalists in early March.

### **Job Profile**

BP 2431 also calls for district constituencies to be provided opportunities to suggest “qualities, characteristics, and qualifications for the person to fill the position.” In addition, past job profiles used by the District in 2013 and 2010 identified the challenges, opportunities, and issues expected to be addressed, or being addressed by the District. During the period of October 12 – 21, 2021, the executive committees of the Academic Senate, Guild and CSEA and Cabinet members were asked to provide suggestions for inclusion in the job profile. Responses were included in an October 22 draft job profile that was shared with the executive committees of the Academic Senate, Guild, and CSEA, Cabinet members, Instructional Division chairs, ASGCC, and Board members. Comments on the first draft job profile were received through November 1 and used in the development of the November 2, 2021 draft two discussed and acted on at the November 9, 2021 College Executive Committee meeting. (see attachment 1)

### **Job Announcement**

In preparation for informing the public and potential candidates about the position and the search process, a job announcement has been prepared and a website developed. The draft job announcement has been designed by the GCC Office of Communications based on review of recent materials used by other college districts who conducted searches this past year and the ones used by GCC in 2010 and 2013. (see attachment 2)

### **Timeline**

With good progress made on the search process implementation since Board action in October, it now appears possible to advance the timeline so that Board action can be taken at the April 19, 2022 Board meeting on the selection of the superintendent/president. (see attachment 3)

## COMMITTEE HISTORY

College Executive Committee

November 9, 2021

## RECOMMENDATION

The Superintendent/President recommends that the Board of Trustees review the:

- Job Profile, including Priority Issues of Importance for Glendale Community College, Leadership Qualities Expected, Personal Characteristics, and Minimum and Desirable Qualifications;
- Job announcement and website contents; and
- Timeline, and approve moving to the next stage of the search and selection process.

## Priority Issues of Importance for Glendale Community College

1. Advancing equity, economic, and social justice, remedying identified systemic racism and bias at GCC, reducing the achievement gaps among underrepresented student groups, and implementing strategies to increase the racial and ethnic diversity of the GCC workforce and retention of those employees;
2. Addressing COVID-19 pandemic issues regarding remote instruction, services, work environment, and operational processes, including a safe return to classroom instruction and in-person support, while assuring a proper mix of in-person and remote instructional options for students and rebuilding a sense of community;
3. Taking necessary proactive steps to ensure increased enrollment, increased revenues and financial stability in preparation for full implementation of the state Student Centered Funding Formula and the elimination of the state funding hold-harmless provision for fiscal year 2025 -2026;
4. Improving student progress toward goal completion through the full implementation of Guided Pathways;
5. Expanding outreach support to increase enrollment post-COVID for noncredit programs, providing student services that meet the needs of non-traditional students, and strengthening efforts to assist students in moving from noncredit to credit courses.
6. Assisting students in receiving adequate basic needs support for food, shelter, technology, and transportation to improve their persistence and completion of educational goals, and successful access to employment in the workforce;
7. Increasing the numbers and percentages of students locally and statewide successfully taking and completing GCC distance education classes, the numbers and percentages of faculty certified to teach distance education at GCC, and the number of degrees and certificates that can be completed in a 100% distance education environment, and providing adequate services and technology to support DE students;
8. Expanding and aligning career technical education programs to meet the interests of students and the needs of area businesses, and that address the emerging and dominant industry sectors in the Los Angeles region;
9. Strengthening activities and partnerships with the college foundation, educational, civic and business entities, and federal and state agencies, that help bring new revenue sources to the district, enhance the district's image and reach, and support the Foundation's three-year \$3 million capital campaign.
10. Developing an organizational structure and size that reflects the changing enrollment and fiscal realities of the district while retaining outstanding employees in key programmatic areas and hiring high quality, diverse faculty, staff, and administrators necessary to meet the college mission;

## Leadership Qualities Expected

1. Is student-centered, highly committed to closing the achievement gaps of underrepresented students, a champion of student equity initiatives, and values student engagement beyond the classroom;
2. Supports the comprehensive community college mission and understands the components of credit instruction, noncredit/adult education, and student services and the competing priorities of transfer, career technical education, college-readiness skills, noncredit/adult education, contract education, and community services offerings;
3. Understands the complex dynamics of a multi-campus district organization including efficient and streamlined processes and procedures in: fiscal management, budgetary processes, strategic planning, human resources development, collective bargaining, curriculum and instruction, enrollment management, student services, facilities management, and fundraising;
4. Has strong cultural competency and successful DEIA experience providing and guiding responsive services for students, faculty, and staff and those from communities with historically marginalized identities, including, but not limited to: differences in cultural, socio-economic, age, gender, ethnic, religious, sexual orientation, and disability status; and the ability to disrupt prejudice, discrimination, and racism that impacts students and staff at the interpersonal, intergroup, and institutional levels;
5. Understands, appreciates, and follows the principles of shared involvement in the decision-making process; provides bold, visionary, creative solutions to pressing issues with the confidence to facilitate discussions leading to appropriate and acceptable action within the shared decision-making process by effectively collaborating with stakeholder groups with transparency and shared inquiry;
6. Accesses, assimilates, and analyzes information and uses quantitative and qualitative data for decision-making, planning, mobilizing resources, and motivating individuals to creatively overcome challenges facing the district and to make continuous improvements in operations, programming, procedures, and services;
7. Provides leadership, support and guidance for the elected board of trustees and assists them in working as a cohesive unit/team;
8. Communicates expectations, delegates, and holds accountable the college executive leadership team;
9. Understands the needs of the communities served by GCC and is active and visible in the Glendale community, building strong coalitions and working with leaders of Glendale Unified School District, City of Glendale, non-profits and community service organizations, and increasing philanthropic support and GCC's positive image;
10. Willingness to learn the history, values, and traditions of the college and understand their importance.

**Personal Characteristics:**

1. Inclusive, approachable, and works well with all individuals and values and recognizes their contributions to the college;
2. Fair, empathetic, compassionate, kind, respectful;
3. Ethical, honest, trustworthy;
4. Aware of own cultural background and how it influences perceptions, values, and practices and effects and shapes the relationships with students and staff;
5. Holds self, and others, accountable, admits mistakes and learns from them;
6. Communication skills, including: respectful and effective listening, encouragement of diverse opinions, mediation of conflict, and consensus building;
7. Strong, direct, yet open-minded, flexible, rational decision-maker.

**Minimum Qualifications**

1. Master's degree from an accredited college or university
2. At least five years of senior administrative experience in a large and complex organization

**Desirable Qualifications**

1. An earned doctorate from an accredited institution
2. Senior administrative experience in a community college





**The Glendale Community College District Board of Trustees  
invites applications and nominations for the position of  
**Superintendent/President****

To be considered for the first screening, submit application materials no later than  
**January 31, 2022**

[glendale.edu/PresidentialSearch](http://glendale.edu/PresidentialSearch)

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## The Position

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With the announcement of the retirement of Dr. David Viar, after nine years as Glendale Community College District (GCCD) superintendent/president, the Board of Trustees has opened the search for the next leader of the district and college.

The Superintendent/President serves Glendale Community College District as the chief executive officer and is accountable to the five-member elected Board of Trustees for all operations of the district in accordance with federal and state laws; accreditation standards, eligibility requirements and policies; and policies of the Board of Trustees.

The Superintendent/President is responsible to: lead the college in fulfilling its mission in a collegial manner consistent with the college's shared governance structure, processes, and practices in decision-making; guide institutional improvement of the teaching and learning environment with a focus on diversity, equity and inclusion; ensure institutional performance standards are set for student achievement and that evaluation and planning rely on high quality research and analysis on external and internal conditions; oversee educational planning that is integrated with budget development and allocation to support student advancement and learning; establish procedures to assess institutional effectiveness to achieve the mission of the college; and communicate effectively with the communities served by the college.



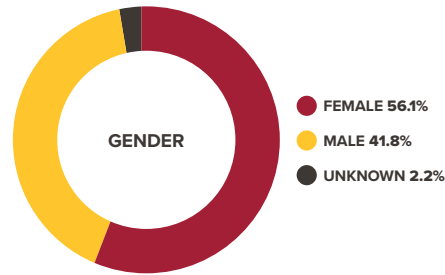
## The College and District

The Glendale Community College District encompasses the City of Glendale and unincorporated areas of northern Los Angeles County including La Crescenta and Montrose, as well as portions of the city of La Canada/ Flintridge. GCCD is one of the smallest geographic sized community college districts in California but 53% of its students come from outside the district due to its recognized high quality. Glendale Community College includes three campuses: the Verdugo Campus providing a comprehensive credit curriculum, the Garfield Campus providing one of the largest non-credit and community education programs in the state; and the Montrose Campus, home to the Professional Development Center, the leader in Southern California's state-funded employee training.

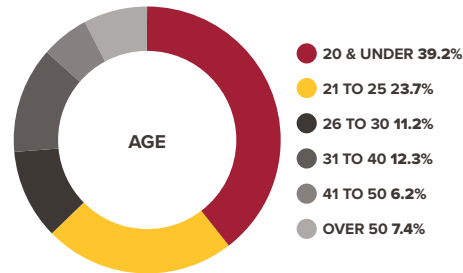
Glendale Community College was granted reaffirmation of accreditation for seven years in January 2017. The college has been recognized as the top community college in the nation for upward mobility achieved by its students. It is recognized by the Campaign for College Opportunity as a "Champion of Higher Education" for its success in transferring students to college and universities. The college is a Hispanic Serving Institution and has received over \$\_\_\_\_\_million in Title V federal grants. Its Glendale College Foundation has over \$19 million in endowments and assets and is engaging in a \$3 million capital campaign.

Presently 22,443 headcount credit and non-credit students are served annually. They can choose from among 87 associate degrees, 27 associate degrees for transfer, and 80 certificates or skill awards. Approximately 227 full-time and 795 adjunct faculty, 300 classified staff members, and 62 administrators are employed by the district. The faculty are represented in collective bargaining by the CFT-Guild and the classified staff by CSEA.

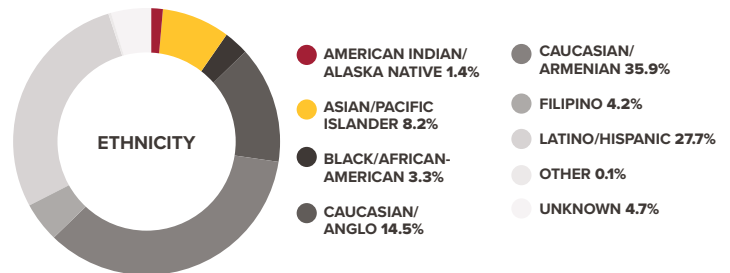
Further information about the college and district can be found at: [www.glendale.edu](http://www.glendale.edu).



TOTAL: 12,283  
Source: GCC College Profile Fall 2020



TOTAL: 13,930  
Source: GCC College Profile Fall 2019



### Vision Statement

*Glendale Community College is the Greater Los Angeles Region's premier learning community where all students achieve their informed educational goals through outstanding instructional and student services, a comprehensive community college curriculum, and educational opportunities found in few community colleges.*

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## Priority Issues of Importance for Glendale Community College

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1. Advancing equity, economic, and social justice, remedying identified systemic racism and bias at GCC, reducing the achievement gaps among underrepresented student groups, and implementing strategies to increase the racial and ethnic diversity of the GCC workforce and retention of those employees;
2. Addressing COVID-19 pandemic issues regarding remote instruction, services, work environment, and operational processes, including a safe return to classroom instruction and in-person support, while assuring a proper mix of in-person and remote instructional options for students and rebuilding a sense of community;
3. Taking necessary proactive steps to ensure increased enrollment, increased revenues and financial stability in preparation for full implementation of the state Student Centered Funding Formula and the elimination of the state funding hold-harmless provision for fiscal year 2025 -2026;
4. Improving student progress toward goal completion through the full implementation of Guided Pathways;
5. Expanding outreach support to increase enrollment post-COVID for noncredit programs, providing student services that meet the needs of non-traditional students, and strengthening efforts to assist students in moving from noncredit to credit courses.
6. Assisting students in receiving adequate basic needs support for food, shelter, technology, and transportation to improve their persistence and completion of educational goals, and successful access to employment in the workforce;
7. Increasing the numbers and percentages of students locally and statewide successfully taking and completing GCC distance education classes, the numbers and percentages of faculty certified to teach distance education at GCC, and the number of degrees and certificates that can be completed in a 100% distance education environment, and providing adequate services and technology to support DE students;
8. Expanding and aligning career technical education programs to meet the interests of students and the needs of area businesses, and that address the emerging and dominant industry sectors in the Los Angeles region;
9. Strengthening activities and partnerships with the college foundation, educational, civic and business entities, and federal and state agencies, that help bring new revenue sources to the district, enhance the district's image and reach, and support the Foundation's three-year \$3 million capital campaign.
10. Developing an organizational structure and size that reflects the changing enrollment and fiscal realities of the district while retaining outstanding employees in key programmatic areas and hiring high quality, diverse faculty, staff, and administrators necessary to meet the college mission;



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## Leadership Qualities Expected

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1. Is student-centered; supports the comprehensive community college mission; understands the complexity of credit, noncredit/adult education and services and the competing priorities of transfer, career technical, college-readiness skills, noncredit/adult education, and community services offerings; and provides proactive and innovative ideas for addressing issues;
2. Supports the comprehensive community college mission and understands the components of credit instruction, noncredit/adult education, and student services and the competing priorities of transfer, career technical education, college-readiness skills, noncredit/adult education, contract education, and community services offerings;
3. Understands the complex dynamics of a multi-campus district organization including efficient and streamlined processes and procedures in: fiscal management, budgetary processes, strategic planning, human resources development, collective bargaining, curriculum and instruction, enrollment management, student services, facilities management, and fundraising;
4. Has strong cultural competency and successful DEIA experience providing and guiding responsive services for students, faculty, and staff and those from communities with historically marginalized identities, including, but not limited to: differences in cultural, socio-economic, age, gender, ethnic, religious, sexual orientation, and disability status; and the ability to disrupt prejudice, discrimination, and racism that impacts students and staff at the interpersonal, intergroup, and institutional levels;
5. Understands, appreciates, and follows the principles of shared involvement in the decision-making process; provides bold, visionary, creative solutions to pressing issues with the confidence to facilitate discussions leading to appropriate and acceptable action within the shared decision-making process by effectively collaborating with stakeholder groups with transparency and shared inquiry;
6. Accesses, assimilates, and analyzes information and uses quantitative and qualitative data for decision-making, planning, mobilizing resources, and motivating individuals to creatively overcome challenges facing the district and to make continuous improvements in operations, programming, procedures, and services;
7. Provides leadership, support and guidance for the elected board of trustees and assists them in working as a cohesive unit/team;
8. Communicates expectations, delegates, and holds accountable the college executive leadership team;
9. Understands the needs of the communities served by GCC and is active and visible in the Glendale community, building strong coalitions and working with leaders of Glendale Unified School District, City of Glendale, non-profits and community service organizations, and increasing philanthropic support and GCC's positive image;
10. Willingness to learn the history, values, and traditions of the college and understand their importance.



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## **Personal Characteristics**

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1. Inclusive, approachable, and works well with all individuals and values and recognizes their contributions to the college;
2. Fair, empathetic, compassionate, kind, respectful;
3. Ethical, honest, trustworthy;
4. Aware of own cultural background and how it influences perceptions, values, and practices and effects and shapes the relationships with students and staff;
5. Holds self, and others, accountable, admits mistakes and learns from them;
6. Communication skills, including: respectful and effective listening, encouragement of diverse opinions, mediation of conflict, and consensus building;
7. Strong, direct, yet open-minded, flexible, rational decision-maker.

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## **Minimum Qualifications**

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1. Master's degree from an accredited college or university
2. At least five years of senior administrative experience in a large and complex organization

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## **Desirable Qualifications**

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1. An earned doctorate from an accredited institution
2. Senior administrative experience in a community college

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## **Compensation and Benefits**

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Salary and other conditions of employment will be competitive with Superintendent/Presidents' compensation in the Greater Los Angeles Region and negotiated with the Board of Trustees. Glendale Community College District offers an outstanding comprehensive benefits package including: full medical coverage, including dental and vision for employees and their families, as well as life insurance.

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## Application Process

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Nominations and applications will be accepted until the position is filled. However, to ensure full consideration, applications should be submitted for receipt no later than January 31, 2022. All inquiries, nominations, and applications will be held in confidence.

In order to receive consideration, candidates for this position must submit the following documents:

- A letter of application that succinctly addresses how the candidate's background, experiences and professional qualifications prepare the candidate to address the issues of importance for Glendale Community College and meet the leadership qualities expected through use of the personal characteristics valued.
- A current resume including an e-mail address and cell phone number.
- A reference list with the names, home and business telephone numbers, and e-mail addresses of two supervisors, two direct reports, and two community leaders.
- The candidate selected for the position must complete the official GCC on-line application and will be subject to criminal background check.

Application materials are to be submitted to:

Dr. Victoria Simmons, Vice President, Human Resources  
Glendale Community College District  
1500 North Verdugo Road  
Glendale, CA 91208

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## Travel Expenses

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The District shall reimburse reasonable travel expenses to finalists who are invited to the college and interviewed by the Board of Trustees. First round interviews will be conducted by Zoom.



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## Selection Process

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- All completed applications and application materials will be reviewed to ensure the minimum qualifications stated in the job announcement are met.
- An eleven-person screening committee, which includes faculty, classified staff, administrators, a student and college foundation member will evaluate the applications of candidates who meet minimum qualifications and identify candidates to be invited for an interview. The initial interviews will be conducted by Zoom and tentatively will take place between March 10-11, 2022.
- The screening committee will identify finalists to recommend to the Board of Trustees.
- Final candidates will be invited to the college to meet with constituents' groups, participate in a public forum, and interview with the Board tentatively March 28-30, 2022.
- Complete confidentiality will be maintained until the Board has accepted the finalists recommended by the screening committee. References will be contacted only after authorization is received from the finalists selected for a visit to the College.
- The new Superintendent/President will be selected April 19, 2022, if possible, and assume the duties on or about July 1, 2022.

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## Inquiries

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Further information about the position or the search process should be directed to:

Dr. Ben Duran  
President, PPL, Inc.  
209-761-0534  
bduran@pplpros.com

Dr. Lisa Sugimoto  
Vice President, PPL, Inc  
562-972-8983  
lsugimoto@pplpros.com



**Glendale Community College**  
**Superintendent/President Search and Selection Process**  
Tentative Timeline

November 4, 2021 Draft

- August 30 –  
December 15, 2021    **Fall semester**
- Oct 1                    **Retirement Announcement**
- Sep 24 – Oct 19       **Selection of Executive Search Firm:**
- RFPs sent by HR to selected firms (sent September 24 with response by October 1)
  - HR VP and two board members (president and vice president) identify top three firms (October 4) and interview by Zoom representatives of those firms who will work directly with the college (October 8)
  - Board receives top three search firms' proposals and recommendation of the committee (October 15)
  - Board approves executive search firm contract at regular board meeting, screening committee composition, tentative process timeline (October 19)
- Oct 19 – 22            **Screening Committee Established:**
- Representatives from constituent groups identified (October 4 – 15)
- Oct 12 – Nov 16       **Position Profile Developed**
- Superintendent/President communicates with Cabinet, Division Chairs, executive committees of Academic Senate, Guild, CSEA, ASGCC, and Foundation for review and comments regarding superintendent/president profile, including college priority issues of importance for the college (challenges and opportunities), leadership qualities and personal characteristics expected. (October 12 – November 12)
  - Cabinet and College Executive Committee review latest draft and approves recommendation to present to Board (November 8 and 9)
  - Board approval of the profile identifying priority college issues, leadership qualities, characteristics, and qualifications (November 16)
- Oct 25 – Nov 16       **Job Announcement and Website for Search Developed**
- Job announcement (including position profile, college highlights, description of search process and application details) and website related to all aspects of the search prepared by Communication Office, with support from Superintendent/President (October 25 – November 4).

- Cabinet and College Executive Committee review draft announcement and website components (November 8 and 9)
- Board review and comment on Announcement and website (November 16)

Nov 16 - 19

**First Meeting of Screening Committee:**

- **First meeting** with Search Support and Screening Committee facilitated by Executive Search Firm with HR support (Nov 16, 2021 )
  - ✓ Orientation - Review BP 2431: Superintendent/President Selection
  - ✓ Schedule future meetings
  - ✓ Cultural competency and implicit bias training/discussion (facilitated discussions and reviews of sample resumes, applications, and cover letters)
  - ✓ Confidentiality discussions and implications (confidentiality form sent electronically, reviewed, and signed by screening committee members)

Dec 1 – Jan 31

**Recruitment**

- Job announcement distributed at direction of Executive Search Firm with college support as necessary
- Recruitment activities underway through Executive Search Firm

Dec 23, 2021-  
Jan 3, 2022

**College Closed**

Jan 10 –  
Feb 17

**Winter Intersession**

Feb 4

**Second Meeting of Search Support and Screening Committee**

- Executive Search Firm work with the committee about position criteria-based applicant screening (sample screening forms).
- Work with the committee about interview questions based on position description and search/screening criteria (sample interview questions).

Feb 1 – Mar 15

**First-round Candidates Identified and Finalists Selected**

- Executive Search Firm identifies candidates who meet the qualifications and criteria (Feb 1 - 11)
- Screening Committee members receive and evaluate (criteria-based) candidates forwarded by Search Firm (Feb 14 - 23)
- **Third meeting** – Screening Committee meets with Executive Search Firm to identify candidates to be invited for first-round interviews in-person or Zoom (Feb 28)

	<ul style="list-style-type: none"> <li>▪ <b>Fourth meeting</b> – Screening Committee, facilitated by Executive Search Firm, interviews first-round candidates and identifies finalists to recommend/forward to the Board of Trustees (week of Mar 10 - 11)</li> <li>▪ Board receives report in closed session on finalists recommended (Mar 15)</li> </ul>
Feb 18 and 21	<b>College Closed</b>
Feb22 – June 22	<b>Spring Semester</b>
Mar 16 – Ap 19	<b>Finalists Vetted and Selection Made</b> <ul style="list-style-type: none"> <li>▪ Executive Search Firm conducts reference/background checks on finalists (Mar 16 – Ap 1)</li> <li>▪ Executive Search firm with district support arranges logistics for finalists’ on-campus and/or virtual college visits, constituent representatives’ meetings, public forums and Board interviews; (March 16 - 18)</li> <li>▪ Forums and interviews (Mar 28 – 30) <ul style="list-style-type: none"> <li>✓ Executive Search Firm with HR support collects forum input on finalist candidates and prepares summary report for Board.</li> <li>✓ Facilitated by Executive Search Firm, Board discussion regarding finalist candidates; Board provided in-depth reference/background check summaries; Board makes decision (Mar 31 – Ap 1)</li> <li>✓ Verbal offer extended to finalist and contract development underway (Ap 1 - 8)</li> </ul> </li> <li>▪ Board acts to appoint Superintendent/President (April 19, 2022)</li> </ul>
Mar 31	<b>College Closed</b>
Ap 18 – 23	<b>Spring Break</b>
June 15	<b>Last day of semester and commencement</b>
July 1, 2022	<b>Start date for new GCC Superintendent/President</b>

# GLENDALE COMMUNITY COLLEGE DISTRICT SUPERINTENDENT/PRESIDENT SEARCH AND SELECTION PROCESS

## TIMELINE 11/04/21 Draft

PROCESS	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL
Select Executive Search Firm <i>S/P, HR, BD</i>	BD 10/19									
Establish Screening Committee <i>S/P, CEC, BD, HR, CL</i>	BD 10/19									
Develop List of District Challenges & Opportunities and Supt/Pres Profile <i>S/P; CABINET; EXEC COMMITTEES OF AS, GUILD &amp; CSEA; CEC</i>		BD 11/16								
Announcement and Recruiting Materials <i>PPL, CO, HR, BD</i>		BD 11/16								
Screening Committee Meetings, Paper Screening & Interviews <i>HR, PPL, SC</i>		Early Nov SC 11/16			SC 2/4 Mtg SC 2/14-2/23 Screen SC 2/28 Mtg	SC 3/10-3/11 Interviews				
Advertise and Outreach <i>PPL, HR, CO</i>			12/1 Start	1/31 End						
Selection of Finalists <i>SC, HR, PPL</i>						SC 3/7-3/11 BD 3/15				

PROCESS	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL
Reference Checking <i>PPL</i>										
College & Community Forums <i>PPL, CO, S/P, HR</i>						3/28-3/30				
Board Interviews, Evaluation, Decisions <i>PPL, BD</i>						BD 3/31-4/1				
Contract Negotiations <i>PPL, BD, LCW</i>							4/1-4/8			
Announcement, Welcome, Support <i>PPL, BD, CO</i>							BD 4/18			
Retreat with Board <i>S/P, PPL, BD</i>										

**KEY:**

<b>AS</b>	Academic Senate	<b>HR</b>	Vice President of Human Resources
<b>BD</b>	Board	<b>LCW</b>	Legal Counsel
<b>CEC</b>	College Executive Committee	<b>PPL</b>	Executive Search Consultants
<b>CL</b>	Constituencies Leaders (Academic Senate, Guild, CSEA, ASGCC)	<b>SC</b>	Screening Committee
<b>CO</b>	Director of Communications	<b>S/P</b>	Superintendent/President Office

## GLENDALE COMMUNITY COLLEGE DISTRICT

November 16, 2021

### NEW BUSINESS REPORT NO. 2

TO: Board of Trustees

SUBMITTED BY: David Viar, Superintendent/President

REVIEWED BY: Michael Ritterbrown, Vice President, Instructional Services

PREPARED BY: Hasmik Sarkissian, Office of Vice President, Instructional Services

SUBJECT: SABBATICAL REPORTS FOR FALL 2020 and SPRING 2021

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#### DESCRIPTION OF HISTORY/BACKGROUND

According to the Collective Bargaining Agreement between the Glendale Community College District and the Glendale College Guild - Local 2276, the Superintendent/President shall present the written reports of sabbaticals approved by the Sabbatical Committee to the Board of Trustees for acceptance.

The Sabbatical Committee received four reports from faculty members who have completed their leave periods. Two of those reports have been accepted and are summarized in this report. The remaining two have been returned to faculty for clarification and/or completion of approved project elements.

A summary statement of the sabbatical follows. The complete sabbatical report is available upon request.

#### **Stacy Jazán – Language Arts (Fall 2020 – Spring 2021)**

Dr. Jazán completed 2 @one courses: “Introduction to Course Design” and “Assessment in Digital Learning.” Utilizing this knowledge of best practices in course design (whether the course be online or face to face), Dr. Jazán created a Spanish 101 Zero Textbook Cost course housed in a Canvas shell, utilizing OER as well as personally created “pages” and features within Canvas to comply with the Spanish 101 course outline of record. Best practices guidelines from the @one courses as well as the GCC Academic Senate’s most recent recommendations regarding student equity were followed to optimize student learning and student achievement, as well as promote student equity. Dr. Jazán’s Canvas course will be shared with the department of Spanish so that GCC instructors may teach with it if they wish. Finally, it is important to note that Dr. Jazán’s contribution supports GCC’s Master Plan and IMP in addition to AB 798 (2015) College Textbook Affordability Act. Dr. Jazán piloted this Spanish 101 ZTC in Spring 2021.

**Amy Oliver – Visual & Performing Arts (Fall 2020 ONLY)**

Amy Oliver has met and then exceeded the goals she set for her sabbatical project. She planned to complete her still-life project, The Current State of Things and undertake a new project about Ventura County. During her sabbatical year, she produced a self-published book of The Current State of Things using funds she raised in a Kickstarter Campaign and donated a copy to the GCC Library so students and other members of the community can see it. She also created 55 framed prints from this series and 24 framed prints for Open Spaces (landscape exhibit about Ventura County) which will be shown in an exhibit at The Gallery @ GCC in the spring of 2022 and then at the Ventura County Museum of Art and History in 2023. One of these pieces is currently at The Brand Library Gallery right here in Glendale, in the 49<sup>th</sup> Works on Paper Exhibit. The skills she learned this year will follow her into the classroom and enrich her classes for years to come.

COMMITTEE HISTORY

Sabbatical Committee	October 1, 2021
College Executive Committee	November 9, 2021

FISCAL IMPACT

None

RECOMMENDATION

The Superintendent/President recommends that the Board of Trustees accept the sabbatical reports for Stacy Jazán and Amy Oliver.

## GLENDALE COMMUNITY COLLEGE DISTRICT

November 16, 2021

### COLLEGE LEADERS REPORTS

TO: Board of Trustees

SUBMITTED BY: David Viar, Superintendent/President

PREPARED BY: Office of the Superintendent/President

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### ACADEMIC SENATE REPRESENTATIVE TO THE BOARD

Roger Dickes, Academic Senate President

- The Diversity, Equity and inclusion Committee of the Senate approved edits to the Institutional Master Plan and these are on to Team A for review.
- The Senate approved a new model schedule for Learning Outcomes Assessments.
- The Senate approved a motion expressing opposition to the manner in which AB1805 was implemented in English and Math, in reference to student onboarding, requisites, and the guided placement survey.
- The Senate approved advancement in academic rank for 42 professors.
- The Senate is on the verge of approving 2021 stretch goals for Career Education programs.

### GUILD REPRESENTATIVE TO THE BOARD

Emily Haraldson, Guild President

- Guild membership is continuing its support of our Dreamer students through V.O.I.C.E.S. and the AB 540 scholarships.
- The Guild wishes the GCC Board of Trustees a Happy Thanksgiving!

### CSEA REPRESENTATIVE TO THE BOARD

Narbeh Nazari, CSEA President

- No written report presented.

### VICE PRESIDENTS

Anthony Culpepper, Executive Vice President, Administrative Services

- District Growth and Development  
**President's Build Back Better Initiative**  
Increase in Pell Grant Funding => \$550  
An increase in this type of funding will support more economically insecure students in their efforts to persist in completion of their degrees. GCC serves



5,884 students (2019-20) receiving Pell Grants. In addition, the Pell Grant is a factor in the SCFF (Student Centered Funding Formula) calculation. There has been a precipitous decline in students being awarded Pell Grants at GCC over the last several years.

#### Broadens Title IV Financial Aid Eligibility

DACA (Deferred Action for Childhood Arrivals) students will benefit from this effort. In addition, TPS (Temporary Protected Status) and DED (Deferred Enforced Departure) students may benefit as well. This effort could potentially benefit GCC's AB 540 students. Approximately 2.3%, on average, of GCC's student population are AB 540 students.

#### Workforce Development

Potential increase in workforce development, apprenticeships, and sector-based training is included in the initiative. GCC's CTE programs could benefit from this investment. Since 2014-15 through 2016-17 GCC has exceeded its negotiated performance level with the state to place students into the workforce.

An increase of 50% of the Dept. of Labor's annual budget to support workforce development is proposed. This level of investment foreshadows an opportunity for GCC to grow its CTE programs.

### **Budget and Finance**

#### Effect of Pandemic on SCFF

The statewide statistics show precipitous decline in FTES ranging between 15% - 20% across institutions of higher education. GCC's fall projection indicates a 12.1% decline. It should be noted that the hold harmless for California Community Colleges has a current maturity period of 2024-25. GCC's state apportionment is being supplemented by approximately \$5.6M.

Paul Schlossman, Vice President, Student Services

- No written report presented.

Michael Ritterbrown, Vice President, Instructional Services

- Attended ASGCC Leadership meeting to answer questions regarding modalities of class offerings. Discussion focused on the lack of remote or distance offerings particularly in the areas of math and biology. I explained that the administration and distance education faculty leadership are very aware of the necessity of distance offerings for students and that our data indicate that roughly 30% of students have a strong preference for remote and/or distance learning and that a portion of these students are not able to access learning that is not remote or distance based. Students in this last category are not able to complete their educational goals unless they access online classes at other institutions. Further, it is clear from data presented by Distance Education Coordinator, Piper Rooney at the October Academic Affairs meeting that Biology and Math are the two subject areas that have the greatest number of students accessing distance learning at colleges other than their home colleges. I assured the ASGCC representatives that the college recognizes the essential nature of access on the part of students to remote and distance learning and that we are working with all instructional areas, particularly math and biology, to ensure this access.

- Met with representatives from the Board of Registered Nursing with regard to the accreditation of our Nursing program. Accreditors were very complimentary in their statements about our program and our staff.
- Met with Title III and Title V grant leadership to plan for alignment of grant efforts with the College's Guided Pathways implementation.
- Congratulations to Dr. Shelley Thai, Biology, on the publication of a manuscript co-authored with Dr. Michelle Lum in the Journal of Bacteriology. The manuscript is based on research conducted by Dr. Thai and others and including original research conducted by students in GCC's Biology 298 research class.
- Attended Chancellor's Office webinar "Understanding Guided Pathways Key Performance Indicators" led by Dr. Valerie Lundy-Wagner. Discussion focused on scaling and assessing Guided Pathways implementation. The majority of the measures discussed have been in place at GCC for some time.
- GCC has entered phase II of the implementation of participation in the California Virtual Campus (CVC) / Online Education Initiative (OEI) program to increase student access to distance education and to make GCC a Teaching College, which will allow increased student access statewide to approved GCC classes.
- The Senate has initiated a task force to address academic honesty. The task force is chaired by John Fuhrmann, math, and will recommend institutional level approaches to increase awareness of the importance of academic honesty as well as measures to address concerns about the issue, including the increased adoption of project-based learning and authentic assessment.

Victoria Simmons, Vice President, Human Resources

- Superintendent/President Search
  - o 11/05/2021: kickoff meeting with executive search firm PP&L
  - o 11/16/2021: initial screening committee. Agenda topics include: review of Championing Equal Employment Opportunity & GCCD's Commitment to Diversity; search process confidentiality; ensuring completion of Disrupting Implicit Bias & Microaggression training; role of committee members; and scheduling future committee meeting dates and process timelines
- COVID 19-Related Matters:
  - o Implementation of BP 3507 COVID 19 Vaccination Requirements
    - Vaccination exemption interactive meetings: 19 meetings conducted as of 11/8/2021; total of 28 scheduled through 11/16/2021. Follow up with employees regarding temporary or authorized accommodations, including use of N95 respirators and weekly PCR testing requirements.
    - Onsite employee verification 10/31/2021 deadline: Issued paid administrative leave pending disciplinary action/termination notices and termination notices (adjuncts, temporary employees) for failure to comply with BP 3507 (permanent employees). Prior to issuance of notices, managers tasked with following up with onsite employees to ensure compliance with BP 3507
    - Track verification status for all employee categories and associated timeline compliance using Kokomo 24/7 reporting; update information for second deadline and compliance
  - o 2021 Memoranda of Understanding
    - Guild = 8
    - CSEA = 8
  - o Continue to track positive case notifications in conjunction with Health Center



- o Continue efforts to refine talent acquisition EEO processes and stakeholder exploration of student participation on all hiring committees
- NeoGov
  - o Perform implementation: conducting bi-weekly implementation meetings. Management e-evaluation process fully implemented and launched. Classified staff and confidentials evaluation implementation effective 10/1/2021 for evaluation due on or after 11/1/2021.
  - o Project plan includes building, testing, training and launching management, classified and then faculty e-evaluations, including tracking and reporting
  - o Onboard implementation: paused pending implementation of Perform
  - o E-Forms (e-personnel files) implementation: initiate after full deployment of Perform
- Americans with Disability Act Administration
  - o Continue conducting interactive meetings
- Review of Human Resources-related 3000 and 7000 series Board Policies and Administrative Regulations
  - o Review completed and either adopted by BOT (Board Policies/BPs) or participatory governance (Administrative Regulations/ARs)
    - Submitted for review: BPs - 47 ARs – 41
    - Total BPs and ARs reviewed to date: 88
- Human Resources Information Systems (HRIS) and Cloud-Based Software Solutions
- Continue Oracle efforts to validate and scrub data

## ASSOCIATED STUDENTS OF GLENDALE COMMUNITY COLLEGE

Diana Morales, ASGCC President and Student Trustee

- The Associated Students of Glendale Community College collaborated with Student Activities to sponsor the Student Program and Services Fair that was held on October 28th. This was a successful on-campus event that allowed students to visit many booths and see what resources are available to them.
- The Relations committee from ASGCC has created an outreach video to share with classes. The purpose of the video was to provide exposure of who and what ASGCC is and does. In addition, we are promoting students to become student leaders for the Spring semester and encourage all to apply.
- Within our own ASGCC Executive team, there have been mid-semester leader check-ins. Throughout these check-ins, each Vice President provides an update of their committee and what projects they have completed as well as what they have planned.

## BOARD OF TRUSTEES

Yvette Vartanian Davis, Member

- Attended the Business Life Magazine - Women of Achievement Luncheon 11/8
- Attended the Fire Department Awards Breakfast 11/4
- Participated in the CCLC Monthly Webinar

Desirée Portillo Rabinov, Member

- Attended the CCLC Monthly Government Relations Webinar 10/19
- Participated in the City of Glendale's Verdugo Wash Stakeholder meeting on concept designs and provide feedback on any of the proposed elements. 11/1
- Soroptimist of Glendale Business meeting led the flash forum with City of Glendale staff on the updated Composting and Recycling programs related to SB1383 organic waste reduction for residential homes 11/4
- Dia De Los Muertos program event was a success as a Soroptimist of Glendale participant and sponsor in collaboration with the City of Glendale Library, GUSD, GCC Garfield Adelante Latinos, Glendale Latino Association, and ten other local organizations. Music, dancing, crafts, bring together the spiritual remembrance of our family and friends.
- Attended the Business Life Magazine – Women of Achievement Luncheon honoring our colleague, Trustee Yvette Davis. 11/8
- Attended as Co-chair of California Trust for Public Land on the release of the LA 28x28 Schoolyard Report that outlines our initiatives for building the capacity of park space on schoolyards in the LAUSD districts that are under-resourced and disadvantaged. While health and policy experts have found a significant need for greener schoolyards statewide, the highest need is located in the Los Angeles metropolitan area. If LAUSD schoolyards are remodeled and opened up for public use, over 1 million Angelenos would gain access to a park within a 10-minute walk. 11/8 and 11/10

Ann Ransford, Vice President

- FCMAT Board Meeting 10/20
- CCLC Webinar - SB26 NIL 10/26
- CCCT Endorsement Meeting 10/27
- CCLC Aces Meeting 11/8
- Business Life - Women of Achievement Luncheon 11/8

Armine Hacopian, President

- CCLC zoom conference on 'Fraudulent Student Enrollment at California Community Colleges' 10/20
- GCC Foundation meeting 10/25
- Chamlian School Festival 11/6
- Glendale Civic Leaders Roundtable meeting/discussion 11/8