

**Board Focus Areas  
for the 2019 – 2020 Academic Year**

**Outcomes**

End-of-Year Status Report

June 2020

**1. Board members primary attention is on policies to assure the academic quality, integrity and effectiveness of the student learning programs and services and the financial stability of the college and to issues related to the four Strategic Goals in the GCCD Educational Master Plan: 1) students awareness, access, persistence and success, 2) economic and workforce development, 3) instructional programs and student services, and 4) fiscal stability, diversification, and enrollment management; and to facilities and institutional operations.**

- Provide oversight and support to increase enrollment so as to serve the education and job training needs of the community and assure the fiscal stability of the college
- Maintained oversight of the college budget including an expectation of timely informative meetings, the setting of budget benchmarks, and five-year budget projections
  - ✓ Budget information was presented and board discussion occurred at five meetings including 5-year projections, budget development and adoption, cash flow analysis, student-centered funding formula, collection of receivables, and contracting out food services
- Review the GCC vision for online education and consider what appropriate policies and support are necessary to assure its effective use in fulfilling the college mission
- Received status reports and provided leadership support on GCC efforts to implement the Guided Pathways model
  - ✓ Monthly information reports were provided to the Board
  - ✓ Special report provided to the Board on the guided Pathways scale of adoption
  - ✓ A board member served on the statewide Guided Pathways advisory committee
- Support GCC efforts to expand the use of open education resources (OER) and to explore establishment of zero-textbook-cost degree programs, and other approaches to the reduction of textbook costs for students
  - ✓ The past academic year saw 345 sections, with 11,360 enrollments, with zero textbook cost and 47 sections with 3,660 enrollments with low textbook cost
  - ✓ The library expanded the number of textbooks on reserve
  - ✓ The library completed work on the Bookstore Textbook List to identify required textbooks that are available free-of-charge in an online format for students
- Devoted a portion of each public meeting to at least one of the areas of oversight
  - ✓ Special reports and discussion items were included on each monthly meeting agenda, including: fiscal health and sustainability, facilities master plan, state and local budget, partnership with City of Glendale, collaboration with GUSD, student engagement and diversity, System vision, State student-centered funding formula, on-line counseling, Student Success Act (AB705), EEO and diversity hiring, remote instruction assessment, student success outcomes

- Received and reviewed status reports on achievements of the EMP strategic initiatives
- Monitored progress on achieving diversity among faculty, classified staff, managers, administrators, and students and closing of the student success achievement gaps
- Received the Student Success Score Card results and Campus Profile data and identified areas for college attention
- Assess progress on fiscal savings due to energy conservation projects and energy management policies related to older college buildings

**2. Board members engage in professional development activities to enhance the performance of their roles and responsibilities.**

- Develop and participate in trustee professional development related to the needs of the Board in leading GCC to be offered at the college
- Attended at least two professional development events directed toward governing board roles
  - ✓ ACCT Leadership Congress (4)
  - ✓ League Annual Convention (1)
  - ✓ Los Angeles County School Trustees Association
  - ✓ League weekly webinars on Responding to COVID-19 (3)
  - ✓ Chancellor’s Office Anti-Racism Call to Action webinar (2)
  - ✓ Board member serves on the Board of Directors of the Fiscal Crisis and Management Assistance Team (FCMAT)
- Two trustees have completed the CCLC Excellence in Trusteeship program
- Reports were provided to fellow board members on professional development events attended
- Participated in two board special meeting retreats held during the year
- Conducted a board self-evaluation and identified areas for improvement

**3. Board members are visible in the communities served by GCC helping educate community members on the mission and needs of the college and learning how the college can better meet its mission.**

- Met with local elected officials from the city, county, and school district during the year
  - ✓ Civic Leaders Roundtable bi-monthly meetings
  - ✓ Held joint meeting with City of Glendale City Council
  - ✓ Attended the welcome event for GUSD’s new superintendent, Vivian Ekchian (3)
- Showed interest in the life of the college by attendance at student, faculty, and staff activities at the college
  - ✓ Academic Senate Holiday Event (3)
  - ✓ Classified Institute Day (2)

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  - ✓ CNC Machinist Academy Cohort Graduation (4)
  - ✓ Faculty Institute Day Luncheon (2)
  - ✓ Food for Thought Pantry Golden Hearts Awards Ceremony (1)
  - ✓ Foundation Annual Dinner (1)
  - ✓ IT Facility Tour (5)
  - ✓ Martin Luther King Jr. Breakfast (3)
  - ✓ New Faculty Reception (4)
  - ✓ Stengel Field Ribbon Cutting Ceremony (2)
  - ✓ Verdugo Fire Academy Graduation (2)
- Attend at least six community events
    - ✓ ANCA Annual Gala (3)
    - ✓ Armenian American Museum Inaugural Gala (3)
    - ✓ Business Life - Women Achievers Awards Luncheon (3)
    - ✓ Champions for Higher Education Awards Dinner (2)
    - ✓ City of Glendale Annual Cruise Night (1)
    - ✓ Community Candidates Forum – Get to Know Your Candidates (1)
    - ✓ Glendale Educational Foundation State of the Schools Breakfast (2)
    - ✓ Glendale Fire Department Awards Luncheon (3)
    - ✓ Glendale Latino Association Awards Luncheon (3)
    - ✓ Glendale Y 5<sup>th</sup> Annual Gala Dinner (5)
    - ✓ Martin Luther King Jr. Breakfast (2)
    - ✓ Metropolitan Water District SoCal Water Briefing & Legislative Issues (2)
    - ✓ Montrose Christmas Parade (2)
    - ✓ Women in Business Legislative Update & Awards Luncheon (2)

**4. Board members are knowledgeable about state and federal legislation affecting Glendale Community College and involved in influencing outcomes favorable to the college and the students it serves.**

- Met with GCC's state senator and state assembly member and Congressman during the year
  - ✓ Trustees attended the ACCT Leadership Conference (3) and met with Congressman Schiff and representatives of Senators Feinstein and Harris
  - ✓ Congressman Adam Schiff conducted a videoconference town hall attended by Board members, faculty, staff, and students of GCC
  - ✓ Senator Portantino recognized at public board meeting for his leadership on Armenian Genocide Remembrance Day legislation
  - ✓ Attended Assembly member Friedman and Senator Portantino holiday events (3)
- As necessary, took positions on legislation and communicated those positions to appropriate state and federal officials
  - ✓ Board leadership resulted in passage of a law, introduced by Senator Anthony Portantino, allowing GCC to close annually without fiscal penalty on April 24 for Armenian Genocide Remembrance Day
  - ✓ Congressman Schiff introduced HR 4065 Food for Thought Act to assist food insecure community college students at the urging of GCC trustees.

- ✓ Board member regularly attended meetings of the Board of Governors of the California Community Colleges
- ✓ Board member serves on the California Community College Trustees Association board and the Leagues board
- ✓ Board member serves on the state task force on Student-Centered Funding Formula (1)
- ✓ League weekly webinars on Government Relations (1)

**5. Board members support actively the fundraising efforts of the college through its foundation.**

- Contributed to at least one of the college's fundraising events and activities
  - ✓ All Board members are participants in the Glendale College President's Circle
- Introduce the Superintendent/President and/or foundation leaders to potential significant donors to the college
- Maintained awareness of the work of the Foundation and its support of the mission of the college and its priorities
  - ✓ The board chair attended the meetings of the Foundation board of directors.
  - ✓ Monthly information reports on the finances and work of the Foundation were provided

**6. Board members communicate directly with the Superintendent/President in addressing issues of college policy and operation and direct community members and college constituency concerns to his office for resolution.**

- Each Board member met individually with the Superintendent/President at least once/month
- Worked with the Superintendent/President in the establishment of annual focus areas at the summer special board meeting