



**GLENDALE**  
COMMUNITY COLLEGE  
**GOVERNANCE UPDATE**  
**APRIL 2022**

The Governance Update monthly report consists of actions taken by various governance committees. It is required by Administrative Regulation 2511: Governance Document.

The report includes motions and information items, as recorded in the minutes of committees that reported to the Governance office between **February 28, 2022 and March 31, 2022**.

The College Executive Committee reviewed these items during their **April 12, 2022 meeting**.

- Items reported here may have changed or been resolved during a more recent meeting than the date noted.
- Committee minutes available in SharePoint: <https://glendale0.sharepoint.com/sites/gccgovernance>
- Any questions regarding any items listed please contact the chair of the appropriate committee. Committee chairs may be emailed directly from [the Blue List](#).
- Since March 2020, Governance Committees continue to meet by virtual means. Requirements, such as meeting quorum, minutes reporting, continue to be practiced.
- Meeting Schedule for governance committee meetings is available on the Governance webpage: [Scheduled Meetings](#)

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Standing Committee\*

**I. COLLEGE EXECUTIVE COMMITTEE \* - January 11, 2022**

Meets Tuesday prior to Board of Trustees meetings, 2:30 pm, Zoom Conference

Chair: David Viar

**QUORUM** (5) 7/7 voting members present; 3 Resource members present

**APPROVAL OF MINUTES**

1. MSC (Schlossman/Culpepper) to approve the College Executive minutes of December 14, 2021 as presented.

**MOTIONS APPROVED**

2. MSC - (Culpepper/Dickes) to approve Administrative Regulations and Board Policies a) through e).
3. MSC - (Flexser/Schlossman) to approve replacement of the Student Fee Assistant Technician as a Range 27, 1.0 FTE.

**REPORTS**

4. Review and receipt of subcommittee minutes:
  - a. Budget Committee – No minutes reported
  - b. College Computer Coordinating Committee – Minutes of October 15, 2021 and November 18, 2021
  - c. Enrollment Management – No minutes reported.
  - d. Equal Employment Opportunity – December 15, 2021
  - e. Governance Review Committee – December 7, 2021
  - f. Professional Development – No minutes reported.
  - g. Released Time Extra Pay – No minutes reported.

- h. Student Equity and Achievement Committee – No minutes reported.
- i. Web Oversight – October 27, 2021
- 5. The College Executive Committee reviewed the Board of Trustees agenda for the January 18, 2022 meeting.
- 6. The Committee reviewed and accepted the actions of the Standing Committees. a) Institutional Planning Coordination b) Academic Affairs c) Student Affairs d) Administrative Affairs.
- 7. The Governance Committees Summary Report was presented and reviewed.
  - a. The Committee received, reviewed, and accepted the actions and information items of all governance committees.

**COLLEGE EXECUTIVE COMMITTEE \* - February 8, 2022**

Meets Tuesday prior to Board of Trustees meetings, 2:30 pm, Zoom Conference

Chair: David Viar

**QUORUM** (5) 7/7 voting members present; 2 Resource members present

**APPROVAL OF MINUTES**

- 1. MSC - (Ritterbrown/Dickes) to approve the College Executive Committee minutes of January 11, 2022.

**MOTIONS APPROVED**

- 2. MSC - (Oukayan/Flexser) to approve replacement of positions a) through g).

**REPORTS**

- 3. Review and receipt of subcommittee minutes:
  - j. Budget Committee – No minutes reported
  - k. College Computer Coordinating Committee – No minutes reported.
  - l. Enrollment Management – No minutes reported.
  - m. Equal Employment Opportunity – D No minutes reported.
  - n. Governance Review Committee – No minutes reported.
  - o. Professional Development – No minutes reported.
  - p. Released Time Extra Pay – No minutes reported.
  - q. Student Equity and Achievement Committee – No minutes reported.
  - r. Web Oversight – No minutes reported.
- 4. The College Executive Committee reviewed the Board of Trustees agenda for the February 15, 2022 meeting.
- 5. The Committee reviewed and accepted the actions of the Standing Committees. a) Institutional Planning Coordination b) Academic Affairs c) Student Affairs d) Administrative Affairs.
- 6. The Governance Committees Summary Report was presented and reviewed.
  - a. The Committee received, reviewed, and accepted the actions and information items of all governance committees.

**Scheduled Meetings:** April 12; May 10, and June 14, 2022

**COLLEGE EXECUTIVE COMMITTEE \* - March 8, 2022**

Meets Tuesday prior to Board of Trustees meetings, 2:30 pm, Zoom Conference

Chair: David Viar

**QUORUM** (5) 7/7 voting members present; 2 Resource members present

**APPROVAL OF MINUTES**

- 1. MSC - (Schlossman/Ritterbrown) to approve the College Executive Committee minutes of February 8, 2022

## **MOTIONS APPROVED**

2. MSC - (Haraldson/Culpepper) to approve Board Policy 2410 and Administrative Regulation 2410.
3. MSC - (Ritterbrown/Dickes) to approve replacement of Faculty Coordinator of Institutional Effectiveness

## **REPORTS**

4. Review and receipt of subcommittee minutes:
  - s. Budget Committee – January 25, 2022
  - t. College Computer Coordinating Committee – No minutes reported.
  - u. Enrollment Management – No minutes reported.
  - v. Equal Employment Opportunity – D No minutes reported.
  - w. Governance Review Committee – No minutes reported.
  - x. Professional Development – No minutes reported.
  - y. Released Time Extra Pay – No minutes reported.
  - z. Student Equity and Achievement Committee – No minutes reported.
  - aa. Web Oversight – No minutes reported.
5. The College Executive Committee reviewed the Board of Trustees agenda for the March 15, 2022 meeting.
6. The Committee reviewed and accepted the actions of the Standing Committees. a) Institutional Planning Coordination b) Academic Affairs c) Student Affairs d) Administrative Affairs.
7. The Governance Committees Summary Report was presented and reviewed.
  - a. The Committee received, reviewed, and accepted the actions and information items of all governance committees.

**Scheduled Meetings:** April 12; May 10, and June 14, 2022

## ***SUBCOMMITTEES OF THE COLLEGE EXECUTIVE COMMITTEE:***

### **1) Budget Committee – January 25, 2022**

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

Chair: Dr. Anthony Culpepper

**QUORUM [6]** 8/10 voting members present; 1 Resource member; 27 Guests

#### **APPROVAL OF MINUTES**

1. MSC to approve the minutes of November 23, 2021. Governor's budget includes COLA of 5.35% (long term) as well as capital maintenance projects to the tune of approximately \$4.7 million (short term) for GCC.

**Scheduled Meetings:** April 26; May 24, 2022

### **2) College Computer Coordinating Committee (4Cs) – March 17, 2022**

Chair: Calvin Madlock

**QUORUM** 15/17 voting members

#### **APPROVAL OF MINUTES**

1. MSC to approve the November 18, 2021 minutes.

#### **REPORTS**

2. Information Technology Strategic Plan Update [[ACCJC Standard III.C.1,2,3](#)]
  - a. Review Draft Information Strategic Plan

**Scheduled Meetings:** April 14; May 19, 2022

3) **Enrollment Management Committee – March 9, 2022**

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

Chairs: Agnes Eguaras, and Edward Karpp

**QUORUM** 15/28 voting members; 6 Resource members

**APPROVAL OF MINUTES**

1. MSC The Enrollment Management Minutes from November 10, 2021 were approved.

**REPORTS**

2. Enrollment Update: a. Winter was down 5%. b. Spring 2022 was down approximately 17% (FTES Credit) at the start of classes.
3. [Updates on the following:] Enrollment Management Planning; Student Outreach Services; At-Scale Alerts in Navigate;
4. Enrollment, Retention, and Persistence presentation.
5. Enrollment by delivery mode: reviewed results from a Title V survey in Fall 2021; Conversations need to be started on the targets for the fall semester with the understanding that things may change. Currently 32% of classes are on-campus. ii. The conservative estimate for fall would be 50% in-person and 50% online.

**Scheduled Meetings:** April 12, 2022

4) **Equal Employment Opportunity Committee (EEO) – March 24, 2022**

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

Chair: Dr. Victoria Simmons

**QUORUM** [9] /13 voting members; 2 guests

**APPROVAL OF MINUTES**

1. MSC to approve the December 15, 2021 minutes.

**MOTIONS APPROVED**

2. MSC consider staggering administrator and classified recruitments at a different time (other than late fall and early spring) to assist with budget and 50 % law for compliance. Motion passed unanimously.

**REPORTS**

3. When developing new EEO Plan, Change 'Educational Master' plan to "Institutional Strategic Plan."
4. Move to the following items to the next agenda: DEI Consultant and Talent Acquisition; Students serving on hiring committees; hiring and DEIA; Virtual interviews

**Scheduled Meetings:** April 28, 2022

5) **Governance Review Committee (GRC) – March 1, 2022**

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

Chair: Paul Vera

**QUORUM** [4] 7/7 voting members

**APPROVAL OF MINUTES**

1. MSC to approve the December 7, 2021 minutes.

**MOTIONS APPROVED**

2. MSC consider staggering administrator and classified recruitments at a different time (other than late fall and early spring) to assist with budget and 50 % law for compliance. Motion passed unanimously.

**REPORTS**

3. Review of Administrative Regulation 2511: the Governance Document

- a. The college community accesses this 24-page document for guidance on governance logistics and operations.
  - b. Recommendation to re-organize the content to have the essential and frequently accessed information easier to find. Subsections such as the *Communications and Operations*. The committee will work on this document throughout the spring semester.
4. Sharing Zoom Links/Agendas Prior to Committee Dates
- a. Frankie will continue to remind governance committee chairs and minutes recorders to please include the meeting zoom link on all agendas
  - b. It is best practice to use the same zoom link for all meetings and to share the agenda with the governance office so it may be uploaded onto the [Scheduled Meetings](#) (link to page) webpage located on the governance website.

**Scheduled Meetings:** April 5; May 3; June 7, 2022

- 6) **Professional Development Committee – November 18, 2021** is the last meeting reported.  
 3<sup>rd</sup> Thursday, 12:30-1:30 pm, Zoom Conference  
 Chairs: Krista Raimondo, Faculty and Vacant, Classified  
**Scheduled Meetings:** February 17; March 17, 2022

- 7) **Released Time Extra Pay Committee (RTEP) – March 25, 2022**

4<sup>th</sup> Friday, 10:00-11:00 am, Zoom Conference

Chair: Michael Davis

**QUORUM** 8/8 voting members present

**APPROVAL OF MINUTES**

- 1. MSC to approve the April 23, 2021 minutes.

**MOTIONS APPROVED**

- 2. MSC - Revised job description for Guided Pathways Faculty Coordinator were approved. All members approved.
- 3. MSC Evaluation for Cultural Diversity Coordinator were approved. All members approved.

**REPORTS**

- 4. Classified staff can not apply to RTEP positions, RTEP positions are for faculty members only.
- 5. Guided Pathways Faculty Coordinator – emergency appointment of Tiffany Ingle.
- 6. Faculty Coordinator for Institutional Effectiveness – this position will be posted along with the Guided Pathways Faculty Coordinator.
- 7. Math Discovery Center Coordinator (RTEP) position is a new position – Job description will be reviewed by the committee at the next meeting.
- 8. Recommendations were given for the job description of the two Grant positions:
  - a) HSI-STEM Project AESC Lead
  - b) HSI-STEM Project Data Science Math Lead
- 9. Review of the Science Lecture Series Evaluation.

**Scheduled Meetings:** April 22, 2022

- 8) **Student Equity & Achievement Committee (SEA) – November 19, 2021**

4<sup>th</sup> Friday, 1:00pm-2:00 pm, Zoom Conference

Chair: Yeranui Barsegyan

**QUORUM** 14/20 voting members; 6 guests

**APPROVAL OF MINUTES**

- 1. MSC to approve the September 24, 2021 minutes.

## REPORTS

2. Academic Integrity Intervention Program (John Fuhrmann, Julie Gamberg and Richard Cortes).
3. Supplemental Instruction (Michael Davis) - There is success in SI in the remote environment, but not enough faculty are taking advantage of it and some have never used SI at all.
4. Summer Bridge and Learning Communities Recap (Yeranui Barsegyan).
5. Certificate for Inclusive Teaching for Equitable Learning – Faculty Learning Community (Michael Davis)
6. Equity Data: Brainstorming Strategies for Success (Yeranui Barsegyan)

**Scheduled Meetings:** March 25, 2022

### 9) **Web Oversight Committee – February 23, 2022**

Meets as needed

Chair: Drew Sugars

**QUORUM** 5/9 voting members; 2 Resource members

#### **APPROVAL OF MINUTES**

1. MSC to approve the October 27, 2021 minutes.

#### **REPORTS**

2. 3D map and virtual tour – presented by Drew; this can be accessed by from the college website or at [map.glendale.edu](http://map.glendale.edu)
3. Website discussion addressing the current state of the Glendale.edu site.

**Scheduled Meetings:** April 27, 2022

## II. **INSTITUTIONAL PLANNING COORDINATION COMMITTEE \* (IPCC) – March 14, 2022**

2<sup>nd</sup> Monday, 12:15pm-1:30 pm, Zoom Conference

Chair: Edward Karpp

**QUORUM** 12/17 voting members; 2 resources; 1 guest

#### **APPROVAL OF MINUTES**

1. The IPCC Minutes from November 8, 2021 were approved.
2. The [Strategic Planning Committee-formerly] Team A Minutes from November 19, 2021 were accepted.
3. The Program Review Minutes from November 16, 2021 were accepted

#### **MOTIONS APPROVED**

4. It was MSC to rename the Institutional Master Plan to the Institutional Strategic Plan.
5. It was MSC to recommend to Governance Review that the Master Planning Committee (Team A) be renamed the Strategic Planning Committee.

#### **REPORTS**

6. Accreditation Work Groups Update and Timeline.
7. Quality Focus Essay (QFE): Committee Members were asked to think about topics for the QFE.
8. Enrollment Update.
9. Review cycle for Board Policies and Administrative Regulations.
10. Vaccine mandates effects on planning.
11. Personnel and Non-Personnel Requests - In 2019 the Budget Committee agreed to make public the results of the decision for Personnel requests be posted on the Budget and Human Resources websites. Question: Is there a link available for where this is posted? A section on the Budget Website can be setup.

**Scheduled Meetings:** TBD

**SUBCOMMITTEES OF THE INSTITUTIONAL PLANNING COORDINATION COMMITTEE:**

**1) Strategic Planning Committee – November 19, 2021**

Meets once per semester

Chair: Edward Karpp

**QUORUM** 30/48 voting members; 5 guests

**APPROVAL OF MINUTES**

1. It was MSC to approve the minutes from April 23, 2021.
2. The Team A Minutes from November 19, 2021 were accepted.
3. The Program Review Minutes from November 16, 2021 were accepted

**MOTIONS APPROVED**

4. MSC to approve the proposed DEI Goal A for inclusion in the 2018- 2025 IMP and sub goals A1-A5 as presented but without the bulleted activities listed. Direction to Team B to identify and list key performance indicators for Goal A prior to presentation to the Board of Trustees for required action and inclusion in the IMP. It was MSC to recommend to Governance Review that the Master Planning Committee (Team A) be renamed the Strategic Planning Committee.
5. It was MSC to approve the new review process for the College Mission, Vision, and Values Statement.
6. It was MSC to approve the Strategic Planning Committee Mission Statement with discussed changes.
7. It was MSC that Ed Karpp continue as Team A Committee Chair for 2021-2022.

**REPORTS**

8. Updates on the following: Vaccine mandate; Accreditation;
9. CVC Teaching College Update a. GCC was approached to become a teaching college. b. Next step allows students to cross enroll, if registered at any other California Community College.

**Scheduled Meetings:** TBD

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

3<sup>rd</sup> Tuesday, 1:30–2:30 pm, Zoom Conference

Chair: Dr. Daphne Dionisio

**QUORUM** 9/10 voting members; 5 Resources; 5 Guests

**APPROVAL OF MINUTES**

1. It was MSC that the minutes from October 19, 2021 were approved without corrections.

**REPORTS**

2. Enrollment Management dashboard and template – A task force of the Enrollment Management Committee created a planning template.
3. Program Review 2021 Timeline & Remaining Steps - The committee examined the schedule of remaining stages in the program review process.
4. Q&A on Providing Departments with Support.
5. Observations, Insights, & Suggestions for Improving Program Review Process.
6. Validation Process - The validation checklist was reviewed. I

**Scheduled Meetings:** TBD

III. **ACADEMIC AFFAIRS COMMITTEE \* - December 15, 2021**

3<sup>rd</sup> Wednesday, 2:00-4:00 pm, Zoom Conference

Chair: Dr. Michael Ritterbrown

**QUORUM** 29/37; 5 Resources; 5 Guests

**APPROVAL OF MINUTES**

1. MSC to approve minutes from November 17, 2021 meeting.

**MOTIONS APPROVED**

2. MSC to approve the agenda for the December 15, 2021 meeting.
3. MSC to approve the following items under the Consent Calendar:  
Curriculum & Instruction Committee Minutes of:  
November 24, 2021, and December 8, 2021 Meetings

**New Courses:**

- a) JAPAN 48
- b) KIN 48
- c) MATH 111
- d) MATH 134

**New Programs**

- e) Biology – Biotechnology AS Degree
- f) Biology – Biotechnology Certificate of Achievement
- g) Biology – Biotechnology Research Lab Assistant
- h) Biology – Biotechnology Research Lab Technician

**Revised Courses**

- i) ABSE 186 and 187
  - j) BIOL 48 and 49
  - k) BUSAD 166 and 170
  - l) ECON 49
  - m) ENGL 48, 49, and 110
  - n) ESL 80, 81, and 82
  - o) HIST 101, 102, and 102H
  - p) KIN 171
  - q) MOA 181, 182, 183, and 197
  - r) SOC 141A, 141B
  - s) ST DV 100 and 105
4. MSC to approve Library & Information Minutes from the October 28, 2021 meeting.
  5. MSC to approve Scholars Program minutes from the October 19, 2021 meeting.

***SUBCOMMITTEES OF THE ACADEMIC AFFAIRS COMMITTEE:***

1) **Academic Calendar Committee – October 28, 2021**

Meets as needed

Chair: Melissa Malandrakis

**QUORUM** 5/5 voting members

**APPROVAL OF MINUTES**

1. It was MSC that the minutes of May 27, 2021 be approved.

**MOTIONS APPROVED**

2. It was MSC that Melissa Malandrakis be elected the chair of the Academic Calendar Committee.



**Academic Calendar Committee – November 18, 2021**

Meets as needed

Chair: Melissa Malandrakis

**QUORUM** 5/5 voting members

**APPROVAL OF MINUTES**

1. It was MSC that the minutes of October 28, 2021 be approved.

**Scheduled Meetings:** March 1, 2022

2) **Baja Program Committee – November 17, 2021**

Meets twice per academic year

Chair: Dr. Javier Gago

**QUORUM** 8/12 voting members

**APPROVAL OF MINUTES**

1. MSC to approve the May 19, 2021 minutes.

**REPORTS**

2. Station report: Job opening for Field Station Manager is posted and will close on November 22, 2021.
3. The GCC class scheduled for Winter 2022 (Biol 048; Biology International Field Studies; G. Meyer) will have to be cancelled due to low enrollment.
4. GCC classes scheduled for Summer 2022: Biol 125/126 (Marine Biology; J. Gago); Biol 131 (Regional Natural History; G. Meyer); all program fees \$799.
5. The Grauer School used the field station from September 19-24, 2021.
6. The following outside groups will be using the field station: Westminster College (May 17-27, 2022); Cuesta College (June 18 – July 1, 2022); Ocean Discovery Institute (July 17 – August 7, 2022; this is a new outside group); University of Northern British Columbia (July 4-16, 2022).

**Scheduled Meetings:** Spring 2022

3) **Graduation Requirements Committee – April 2, 2021 is the last meeting reported.**

Meets as needed

Chair: Agnes Eguaras

**Scheduled Meetings:** TBD

4) **Library & Information Competency Committee – October 28, 2021 is the last meeting reported**

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

Chair: Eric Hanson

**Scheduled Meetings:** Spring 2022

5) **Scholars Program Committee – November 16, 2021**

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

Chair: Dr. Michael Harnett

**QUORUM** - 9 of 11 voting members.

**APPROVAL OF MINUTES**

1. MSC Approval of the minutes from the October 19, 2021 SAC [Scholars Advisory Committee] meeting.

**Scheduled Meetings:** February 22; March 22, 2022

- 6) **Study Abroad Committee** – May 27, 2021 is the last meeting reported.  
4<sup>th</sup> Thursday, 12:20-1:30 pm, Zoom Conference  
Chair: Darren Leaver  
**Scheduled Meetings:** Spring 2022

**ACADEMIC AFFAIRS COMMITTEE \* - March 16, 2022**

3<sup>rd</sup> Wednesday, 2:00-4:00 pm, Zoom Conference

Chair: Dr. Michael Ritterbrown

**QUORUM** 35/37; 5 Resources; 3 Guests

**APPROVAL OF MINUTES**

1. MSC to approve minutes from December 15, 2021 meeting.

**MOTIONS APPROVED**

2. MSC to approve the agenda for the March 16, 2022 meeting.
3. MSC to approve the following items under the Consent Calendar:  
Curriculum & Instruction Committee Minutes of March 9, 2022 Meeting  
Revised Programs
  - t) NS – Registered Nursing AS Degree and Certificate
  - u) ADST – Change in Discipline
4. MSC to reject the proposed changes to the existing AR 3730 – College Mass Communication.  
Four abstentions.
5. MSC to approve Academic Calendar minutes from the March 10, 2022 meeting.
6. MSC to approve Study Abroad minutes from the September 23, 2021 meeting.

**MOTIONS TABLED**

7. MST to table the motion as, “The Academic Affairs Committee strongly urges senior campus leadership to help Human Resources focus its efforts on more effectively supporting rather than disrupting or dictating the work of discipline experts on campus and instructional leaders, as they were to develop and maintain instructional programs on campus, and take this to the appropriate channels of governance.”

**Scheduled Meetings:** May 18, 2022

***SUBCOMMITTEES OF THE ACADEMIC AFFAIRS COMMITTEE:***

1) **Academic Calendar Committee – March 10, 2022**

Meets as needed

Chair: Melissa Malandrakis

**QUORUM** 5/5 voting members

**APPROVAL OF MINUTES**

1. It was MSC that the minutes of November 19, 2021 be approved.

**MOTIONS APPROVED**

2. It was MSC that Melissa Malandrakis be elected the chair of the Academic Calendar Committee.

**Scheduled Meetings:** March 24, 2022

2) **Baja Program Committee** – November 17, 2021 is the last meeting reported.

Meets twice per academic year

Chair: Dr. Javier Gago

**Scheduled Meetings:** Spring 2022

- 3) **Graduation Requirements Committee** – April 2, 2021 is the last meeting reported.  
 Meets as needed  
 Chair: Agnes Eguaras  
**Scheduled Meetings:** TBD
- 4) **Library & Information Competency Committee** – October 28, 2021 is the last meeting reported  
 4<sup>th</sup> Thursday, 12:30-1:30 pm, Zoom Conference  
 Chair: Eric Hanson  
**Scheduled Meetings:** Spring 2022
- 5) **Scholars Program Committee** – November 16, 2021 is the last meeting reported.  
 4<sup>th</sup> Tuesday, 12:30-1:30 pm, Zoom Conference  
 Chair: Dr. Michael Harnett  
**Scheduled Meetings:** February 22; March 22, 2022
- 6) **Study Abroad Committee – September 23, 2021**  
 4<sup>th</sup> Thursday, 12:20-1:30 pm, Zoom Conference  
 Chair: Darren Leaver  
**QUORUM [6]** 9 out of 10 voting members present  
**APPROVAL OF MINUTES**
1. MSC to approve the minutes of the May 27, 2021 Study Abroad Committee Meeting.  
 Unanimous approval.
- MOTION/S APPROVED**
2. MSC to approve the postponement of the Italy program from Winter 2022 to Winter 2023.
  3. MSC to approve the extension of the cut-off date for France Summer 2022 program to the end of the Fall semester 2021.
  4. MSC to approve the cancellation of the Winter 2023 Australia-New Zealand program.
- Scheduled Meetings:** Spring 2022

**IV. STUDENT AFFAIRS COMMITTEE \* – February 23, 2022**

3<sup>rd</sup> Wednesday, 1:00-2:00 pm, Zoom Conference

Chair: Dr. Paul Schlossman

**QUORUM** – 16/22 voting members present; 2/3 resources

**APPROVAL OF MINUTES**

1. It was MSC that the minutes of May 19, 2021 be approved.

**MOTIONS APPROVED**

2. It was MSC to approve the consent calendar. [minutes included]
  - a) Student Fees Committee – February 9, 2022

**REPORTS**

3. Dr. Paul Schlossman provided an update on the Vaccination Mandate. Mandate requirements will be in effect at least through Spring 2022. Students and visitors will be required to check in to receive a wristband that will permit them to be inside District buildings.
4. Dr. Paul Schlossman provided a report on the Nonresident Tuition and Capital Outlay fee which were approved at the February 16, 2022 Board of Trustees meeting. The Nonresident Tuition was increased from \$225/unit to \$260/unit. Capital Outlay fee will remain at \$40/unit. These fees are effective Fall 2022.

5. Dr. Drew Yamanishi provided an update on AB705 compliance. The improvement plan is due to the Chancellor's Office on March 11, 2022.

### ***SUBCOMMITTEES OF THE STUDENT AFFAIRS COMMITTEE:***

- 1) **International Students Committee** – May 5, 2021 is the last meeting reported  
Meets once per academic year.  
Chair: Murray Stach  
**Scheduled Meetings:** TBD
- 2) **Multicultural & Community Engagement Committee** – November 11, 2021 is the last meeting reported  
2<sup>ND</sup> Thursday, 12:30 pm – 1:30 pm, Zoom Conference  
Chair: Dr. Tzoler Oukayan  
**Scheduled Meetings:** Spring 2022
- 3) **Placement and Assessment Committee** – October 14, 2021 is the last meeting reported  
2nd Thursday, 2:00-3:00 pm, Zoom Conference  
Chair: Dr. Drew Yamanishi  
**Scheduled Meetings:** Spring 2022
- 4) **Student Fees and Tuition Committee – February 9, 2022**  
2nd Wednesday 2:00-3:30 pm, Zoom Conference  
Chair: Amir Nour  
**QUORUM** – 9/9 voting members present  
**APPROVAL OF MINUTES**
  1. It was MSC to approve the minutes of February 10, 2021**MOTIONS APPROVED**
  2. It was MSC that the 22/23 Non-Resident Tuition Fee will increase from \$225 to \$260 beginning Fall 2022.
  3. It was MSC that the 22/23 Capital Outlay Fee will remain at \$40.**REPORTS**
  4. The committee discussed ways to collect fees from international students. The controller's office will explore using Nelnet's additional features as a way to help international students pay their fees.**Scheduled Meetings:** April 13, 2022
- 5) **Technology Mediated Services Committee (TMS)** – April 6, 2021 is the last meeting reported.  
Meets as needed, contact Chair  
Chair: Elmira Nazaryan  
**Scheduled Meetings:** TBD

### **STUDENT AFFAIRS COMMITTEE \* – March 16, 2022**

- 3<sup>rd</sup> Wednesday, 1:00-2:00 pm, Zoom Conference  
Chair: Dr. Paul Schlossman  
**QUORUM** 22/25 voting members present; 2/3 resources  
**APPROVAL OF MINUTES**
  1. It was MSC that the minutes of February 23, 2022 be approved.

## **MOTIONS APPROVED**

2. It was MSC to approve the consent calendar. [minutes included]  
) Placement & Assessment Committee – November 11, 2021

## **REPORTS**

3. Dr. Daphne Dionisio and Dr. Edward Karpp reported out on the updated process for prioritizing non-personnel resource requests.
4. Dr. Richard Cortes and Ms. Stephanie Yau updated the committee on the status of Accreditation Standard II.C.
5. Dr. Drew Yamanishi provided an update on AB705 compliance place which was submitted to the Chancellor's Office on March 11, 2022. The presentation included a presentation of the data collected on student completion rated following the implementation of AB 705.

**Scheduled Meetings:** May 18, 2022

## **SUBCOMMITTEES OF THE STUDENT AFFAIRS COMMITTEE:**

- 1) **International Students Committee** – May 5, 2021 is the last meeting reported  
Meets once per academic year.  
Chair: Murray Stach  
November 11, 2021, report is forthcoming. *These minutes will be reviewed by the Student Affairs Committee during the next scheduled meeting.*  
**Scheduled Meetings:** TBD
- 2) **Multicultural & Community Engagement Committee** – November 11, 2021 is the last meeting reported  
2<sup>ND</sup> Thursday, 12:30 pm – 1:30 pm, Zoom Conference  
Chair: Dr. Tzoler Oukayan  
**Scheduled Meetings:** Spring 2022
- 3) **Placement and Assessment Committee – November 11, 2021**  
2nd Thursday, 2:00-3:00 pm, Zoom Conference  
Chair: Dr. Drew Yamanishi  
**QUORUM** – 15/18 voting members present; 1/1 resources  
**APPROVAL OF MINUTES**
  1. It was MSC to approve the minutes of October 14, 2021**MOTIONS APPROVED**
  2. It was MSC to approve the November 11, 2021 meeting agenda.**Scheduled Meetings:** March 10; and April 14, 2022
- 4) **Student Fees and Tuition Committee** – February 10, 2021 is the last meeting reported.  
2nd Wednesday 2:00-3:30 pm, Zoom Conference  
Chair: Amir Nour  
Met on November 10, 2021, and February 9, 2022, reports are forthcoming. *These minutes will be reviewed by the Student Affairs Committee during the next scheduled meeting.*  
**Scheduled Meetings:** April 13, 2022
- 5) **Technology Mediated Services Committee (TMS)** – April 6, 2021 is the last meeting reported.  
Meets as needed, contact Chair  
Chair: Elmira Nazaryan

Met on May 4, 2021, report is forthcoming. *These minutes will be reviewed by the Student Affairs Committee during the next scheduled meeting.*

**Scheduled Meetings:** TBD

**V. ADMINISTRATIVE AFFAIRS COMMITTEE\*** – November 9, 2021 is the last meeting reported  
2<sup>nd</sup> Tuesday, 11:00 am–12:20 pm, Zoom Conference

Chair: Dr. Anthony Culpepper

**Scheduled Meetings:** March 8, 2022

***SUBCOMMITTEES OF THE ADMINISTRATIVE AFFAIRS COMMITTEE:***

1) **Campus Development Committee** – April 1, 2021 is the last meeting reported.

1<sup>st</sup> Thursday, 12:30 p.m. – 1:30 p.m., Zoom Conference

Chair: Joel Peterson

Met on October 7, 2021, and February 3, 2022 reports are forthcoming. *These minutes will be reviewed by the Student Affairs Committee during the next scheduled meeting.*

**Scheduled Meetings:** March 3, 2022

2) **Environment & Sustainability Committee** – April 7, 2021 is the last meeting reported.

1<sup>st</sup> Wednesday, 12:30 p.m. – 1:30 p.m., Zoom Conference

Chair: Joel Peterson

Met on September 1, October 7, 2021, and February 2, 2022 reports are forthcoming. *These minutes will be reviewed by the Student Affairs Committee during the next scheduled meeting.*

**Scheduled Meetings:** March 2, 2021

3) **Safety Committee** – Last meeting reported March 17, 2021 is the last meeting reported.

3<sup>rd</sup> Wednesday, 11:00am-12:00pm, Zoom Conference

Chair: Laura Matsumoto

Met on May 19, and September 15, 2021, reports are forthcoming. *These minutes will be reviewed by the Administrative Affairs Committee during the next scheduled meeting.*

**Scheduled Meetings:** Spring 2022

*Respectfully submitted by Frankie Strong, Governance Office*