



**GOVERNANCE UPDATE  
MAY 2023**

The Governance Update monthly report includes 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 **April 1, 2023 and May 1, 2023**.

The College Executive Committee reviewed these items during their **May 9, 2023 meeting**.

- Items reported here may have changed or been resolved during a more recent meeting than the date noted.
- Questions regarding items listed below contact the chair of the appropriate committee. Committee chairs may be emailed directly from the [Blue List](#). Committee minutes available in [SharePoint](#)
- Meeting Schedule for governance committee meetings is available on the Governance webpage: [Scheduled Meetings](#)
- Some Governance Committees continue to meet by virtual means. Requirements, such as meeting quorum, minutes reporting, continue to be practiced.

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**I. COLLEGE EXECUTIVE COMMITTEE \* - April 11, 2023**

*Standing Committee\**

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

Chair: Dr. Ryan Cornner

**QUORUM** [5] 8/8 voting members present; 3 Resource non-voting members present

**APPROVAL OF MINUTES**

1. MSC - (Dickes/Schlossman) to approve the College Executive Committee minutes of March 14, 2023.

**MOTIONS APPROVED**

2. MSC - (Haraldson/Schlossman) to approve Board Policy 6305: District Reserves.
3. MSC - (Haraldson/Flexser) to approve the Instructional Designer position.
4. MSC - (Dickes/Ritterbrown) to approve the Program Manager I - Career Pathways and
5. Strong Workforce Programs position.
6. MSC - (Schlossman/Dickes) to approve the CalWORKs Student Services Technician
7. position.
8. MSC - (Haraldson/Flexser) to approve the Human Resources Analyst position.
9. MSC - (Dickes/Nour) to approve the Director, Human Resources position.
10. MSC - (Dickes/Schlossman) to approve the Vice President of Human Resources as a voting member, effective immediately, and to begin seeking an additional student to be included in the committee in July 2023.

**REPORTS**

11. Review and receipt of subcommittee minutes:
  - a. Budget Committee – February 28, 2023
  - b. College Computer Coordinating Committee – No minutes reported.
  - c. Enrollment Management Committee – No minutes reported.

- d. Equal Employment Opportunity Advisory Committee – No minutes reported.
  - e. Governance Review Committee – March 2, 2023
  - f. Professional Development Committee - No minutes reported.
  - g. Release Time/Extra Pay Committee – No minutes reported.
  - h. Student Equity & Achievement Committee – No minutes reported.
  - i. Web Oversight Committee - No minutes reported.
12. The College Executive Committee reviewed the Standing Committees’ actions report.
  13. The Committee received, reviewed, and accepted the actions and information items of all governance committees.
  14. The College Executive Committee reviewed the Board of Trustees agenda for the April 18, 2023 meeting.
  15. Governance Meeting - General Best Practices for Voting at Hyflex/Remote Meetings - This was an information item presented to the committee. No action.

**Scheduled Meetings:** May 9; June 13, 2023

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

**1) Budget Committee – March 28, 2023**

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

Co-Chairs: Amir Nour, and Michael Scott

**QUORUM** [6] 8/10 voting members present; 1 Resource member; 34 guests

**APPROVAL OF MINUTES**

1. MSC to approve the minutes of February 28, 2023, as presented. Motion passed unanimously.

**MOTIONS TABLED**

2. MSC to table Administrative Regulation (AR) 6305: District Reserves until the next meeting.
3. AR 6300: Fiscal Management to be reviewed at the April 25 meeting.

**REPORTS**

4. 2022-2023 Budget, Cash Analysis and the Governor’s Budget Update.

**Scheduled Meetings:** April 25, May 11, May 23, June 8, June 27, 2023

**2) College Computer Coordinating Committee (4Cs) – March 16, 2022**

Chair: Calvin Madlock

**QUORUM:** [9] 12/16 voting members present

**APPROVAL OF MINUTES**

1. MSC approval of November 17, 2022 minutes.

**MOTIONS APPROVED**

2. MSC Change GCC Wi-Fi Names as follows:  
From GCC Wireless to “Student GCC Wireless”; and  
From GCC Wireless Plus to “Staff GCC Wireless”.
3. MSC have another site service performed in Library or possibly a heat map to figure out what blockages are causing Wi-Fi to drop on the second and third Library floors.

**Scheduled Meetings:** April 27, Sept. 21, Oct. 19, Nov. 16, 2023

**3) Enrollment Management Committee – November 9, 2022 is the last meeting reported.**

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

Co-Chairs: Drew Yamanishi, and Edward Karpp

**Scheduled Meetings:** March 8, and April 12, 2023, quorum not met.

- 4) **Equal Employment Opportunity Committee (EEO)** – December 22, 2022 is the last meeting reported.  
4<sup>th</sup> Thursday, 12:30-1:30 pm, Zoom Conference  
Chair: Dr. Brittany Grice  
**Scheduled Meetings:** Spring 2023

5) **Governance Review Committee (GRC) – April 4, 2023**

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

Chair: Paul Vera

**QUORUM** [5] 9/9 voting members present

**APPROVAL OF MINUTES**

1. MSC to approve the minutes of March 7, 2023 as presented.

**REPORTS**

2. Administrative Regulation 2511: Governance Document, addition of 'add voting member' to document.
3. Governance committees not meeting:
  - a. Do meeting schedules need to be revised
  - b. Share a general reminder that if the committee is listed as having a monthly meeting date and time to:
    - i. provide the scheduled meeting dates
    - ii. convene the committee for a meeting
    - iii. adhere to Admin. Reg. 2511: Governance Document
  - c. It is important that committees meet.
  - d. Each constituent group took deliberate care in appointing representatives.
4. Reinstate ASGCC reps to certain committees – Elin, student rep, will verify the request.
5. How to add a voting member to a committee – discussed.

**Governance Review Committee (GRC) – May 2, 2023**

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

Chair: Paul Vera

**QUORUM** [5] 7/9 voting members present

**APPROVAL OF MINUTES**

1. MSC to approve the minutes of April 4, 2023 as presented.

**MOTIONS APPROVED**

2. MSC to approve AR 2511 edits and send to College Executive.

**REPORTS**

3. Regarding appointing students other than ASGCC legislative members: Teni, ASGCC rep, will ask ASGCC whether ASGCC can broaden its appointment of students to include groups outside ASGCC, such as Black Scholars and La Comunidad.

**Scheduled Meetings:** June 6, 2023

6) **Professional Development Committee – March 16, 2023**

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

Co-Chairs: Krista Raimondo, Faculty; and Agnes Eisaghalian, Classified

**QUORUM** [9] 14/16 voting members

**APPROVAL OF MINUTES**

1. MSC to approve the November 17, 2022 minutes.

## REPORTS

2. Faculty Development updates: DEIA event, Language Equity across disciplines, SanFACC is back, the faculty development website has been updated, data is being gathered to make improvements in the coming year.
3. Guided Pathways updates: An asynchronous poster presentation event will take place on May 10th on inclusive teaching for equitable learning; Guided Pathways has offered to fund future professional development related to increasing equitable pedagogy.
4. GADER - Glendale Annual Distance Education Re-certification) updates: The third annual Welcome Back Events Week occurred just before the Spring semester. Faculty managed to collectively log almost 600 total GADER hours over nine unique hour-long GADER workshops.
5. Classified Professional Development updates: CSEA hosted a Hy-Flex presentation on recognizing and referring students if they express difficult or disruptive behaviors remotely, in person, or through e-mail. The workshop provided an overview of available campus resources and included scenarios and solutions; De-escalation Techniques provided by the Los Angeles County Department of Mental Health; [further offerings include] additional training on women's mental health and DSPS training.
6. Human Resource updates: Dr. Grice met with CSEA representatives Amirian, Crawford, and Franz to discuss the direction and scope of CPGUs (Classified Professional Growth Unit) and which events we should consider as directly supporting the developmental needs and day-to-day duties of Classified staff; HR is also collaboratively revamping the existing faculty orientation and staff mentor programs to serve as a pipeline and development program for applicants and adjuncts [with teaching experience] who wish to become full-timers; HR is also refreshing its EEO (Equal Employment Opportunity) training module to balance legal requirements with interactive engagement and become more mindful of the true diversity of perspectives in shared governance hiring committees to make decisions collaboratively through the lens of equity advocacy.

**Scheduled Meetings:** May 18, 2023

### 7) Released Time Extra Pay Committee (RTEP) – March 24, 2023

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

Chair: Michael Davis

**QUORUM** [6] 6/8 voting members; 2 guests

#### **APPROVAL OF MINUTES**

1. Approval of the minutes from February 24, 2023.

#### **MOTIONS APPROVED**

2. Guided Pathways - English Liaison to Success Teams.
3. Emergency Appointment of Co-coordinator of Next Level English/Writing Across the Curriculum revision of job description.

**Scheduled Meetings:** April 28, May 26, 2023

### 8) Student Equity & Achievement Committee (SEA) - November 18, 2022 is the last meeting reported.

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

Chair: Yeranui Barsegyan

**Scheduled Meetings:** February 24, 2023

9) **Web Oversight Committee** – February 23, 2022 is the last meeting reported.

Meets as needed

Chair: Drew Sugars

**Scheduled Meetings:** TBD

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

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

Chair: Edward Karpp

**QUORUM** 12/17 voting members; 2 resources; 2 guests

### **APPROVAL OF MINUTES**

1. The IPCC Minutes from October 10, 2022 were approved.
2. The Program Review Minutes from October 18, 2022 were approved.

### **REPORTS**

College Mission Statement - Last Year, Team A decided to change the review to a three-year review.

## **INSTITUTIONAL PLANNING COORDINATION COMMITTEE\* (IPCC) – March 13, 2023**

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

Chair: Edward Karpp

**QUORUM** 13/18 voting members; 1 Resource member; 1 guest

### **APPROVAL OF MINUTES**

1. The IPCC Minutes from November 14, 2022 were approved.
2. The Team A Strategic Planning Minutes from November 4, 2022 were approved.
3. The Program Review Minutes from November 15, 2022 were approved.

### **REPORTS**

4. Accreditation Work Groups Update and Timeline - Official site visit will happen in September 2023.
5. Updates on: Enrollment; Student Fees Owed / Registration Blocks Do To Fees;
6. Planning Items in Budget Calendar a) Two new items on the Budget Calendar: i. May 16, 2023: Review of Mission, Strategic Planning Annual Goals & Instructional Priorities, and Institutional Planning. ii. September 26, 2023: Reporting of Final Decisions on Resource Requests.
7. Review of all Board Policies and Administrative Regulations
8. Revising Mission Statement to meet new standards i. A taskforce has been created to revise the Mission Statement for Glendale Community College so that it meets the new standard.
9. 2022 Program Review Informing Institutional Planning a) There is an Accreditation Standard that says that information from program reviews are used to inform institutional decision making and planning.
10. Spring IPCC Meetings - The consensus was that the IPCC meetings continue to be held online through spring 2023.

**Scheduled Meetings:** April 10, 2023

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

1) **Program Review Committee** – March 21, 2023 is the last meeting reported.

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

Chair: Dr. Daphne Dionisio

**Scheduled Meetings:** May 16, 2023

2) **Strategic Planning Committee** – November 4, 2022 is the last meeting reported.

Chair: Edward Karpp

**Scheduled Meetings:** May 5, 2023

### III. **ACADEMIC AFFAIRS COMMITTEE\* - March 15, 2023**

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

Chair: Dr. Michael Ritterbrown

**QUORUM** 29/38; 4 Resources; 4 Guests

#### **APPROVAL OF MINUTES**

1. MSC to approve minutes from the November 16, 2022 meeting.

#### **MOTIONS APPROVED**

2. MSC to approve the agenda for the March 15, 2023 meeting.
3. MSC to approve the Senate recommendation that students subject to registration holds be permitted to register for Noncredit sections.
4. MSC to approve the following items under the consent calendar:
  - a. Curriculum & Instruction Committee minutes from the December 14, 2022 and March 8, 2022 meetings.
  - b. Revised Courses:
    - ACCTG 110, 121, 130, 201, 202, 210, and 230
    - AD ST 119
    - ADMJ 101, 103, 107, 110, 116, 117, 118, 120, 129, 134, 160, 165, and 201
    - ARCH 106, 108, 160, 240, 250, and 251
    - ART 132, 133, 134, 144, 166, 174, 175, 179, 201, 205, 209, 210, 220, 221, 231, 232, 235, 270, and 271
    - ASL 101, 102, 103, and 104
    - ATHPE 101, 107, 109, 113, 122, 123, 125, 126, 131, 134, 136, 145, 150, 151, 152, 153, 155, 158, 159, 160, 161, 162, 163, 165, 170, and 180
    - BIOL 123H
    - BUSAD 114
    - CABOT 208, 209, 265, 266, 270, 271, 275, 276, 280, 281, 285, and 286
    - CHLDV 135, 142, and 215
    - CS/IS 151
    - DANCE 118, 119, 125, 126, and 139
    - ECON 127
    - ENGL 127
    - ETH S 165
    - HIST 101, 102, 102H, 103, 104, 105, 106, 111, 111H, 113, 115, 118H, 121, 132, 133, 133H, and 180
    - HLTH 104, 105, and 106
    - HUMAN 135, and 140
    - MATH 134
    - PE 101, 102, 110, 112, 134, 135, 142, 152, 182, 212, 216, 218, 219, 220, 221, 239, 240, 256, 257, 258, 296, and 297
    - PHOTO 100

- PSYCH 105, 106, 110, 113, 170, and 200
  - RE 162, 163, 164, and 195
  - SOC 200
  - SPCH 120
  - T ART 111, 140, 155, and 172
5. MSC to approve that the Academic Affairs meetings be held in-person. 4 Ayes, 1
  6. MSC to approve Library & Information Competency minutes from the February 23, 2023 meeting.
  7. MSC to approve Scholars Program minutes from the November 22, 2022 meeting.

**MOTIONS TABLED**

8. MST to approve the Revised AR 4000 – Mutual Gains. It was suggested that a clear version of the document be presented the committee at the next meeting for voting.

**Scheduled Meetings:** May 17, 2023

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

- 1) **Academic Calendar Committee** – March 24, 2022 is the last meeting reported.

Meets as needed

Chair: Vacant

**Scheduled Meetings:** TBD

- 2) **Baja Program Committee** – November 4, 2022 is the last meeting reported.

Meets twice per academic year

Chair: Dr. Javier Gago

**Scheduled Meetings:** May 12, 2023

- 3) **Graduation Requirements Committee** – March 22, 2022 is the last meeting reported.

Meets as needed

Chair: Agnes Eguaras

**Scheduled Meetings:** TBD

- 4) **Library & Information Competency Committee – February 23, 2023**

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

Chair: Eric Hanson

**QUORUM** 9/12 voting members

**APPROVAL OF MINUTES**

1. MSC to approve minutes from October 27, 2022

**REPORTS**

2. Library Hours - Due to the hiring freeze, we have been unable to extend hours. The library will close at 6 p.m.; reference services are offered remotely from 6-9 p.m.

**Scheduled Meetings:** March 23, April 27, May 25, 2023

- 5) **Scholars Program Committee – November 22, 2022**

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

Chair: Dr. Michael Harnett

**QUORUM** 8 of 12 voting members

**APPROVAL OF MINUTES**

1. MSC Approval of the minutes from the October 25, 2022 meeting.

**Scholars Program Committee – March 21, 2023**

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

Chair: Dr. Michael Harnett

**QUORUM** 8 of 12 voting members

**APPROVAL OF MINUTES**

1. MSC Approval of the minutes from the November 22, 2022 meeting.

**MOTIONS APPROVED**

2. MSC Approval of February 2023 Revision of the Scholars Constitution.

*The Standing Committee, Academic Affairs Committee, will review these minutes during their next scheduled meeting.*

**Scholars Program Committee – April 25, 2023**

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

Chair: Dr. Michael Harnett

**QUORUM** 8 of 12 voting members

**APPROVAL OF MINUTES**

1. MSC Approval of the minutes from the March 21, 2023 meeting.

*The Standing Committee, Academic Affairs Committee, will review these minutes during their next scheduled meeting.*

**Scheduled Meetings:** May 16, 2023

- 6) **Study Abroad Committee** – October 27, 2022 is the last meeting reported.

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

Chair: Darren Leaver

**Scheduled Meetings:** February 23, 2023

**IV. STUDENT AFFAIRS COMMITTEE\* – March 15, 2023**

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

Chair: Dr. Paul Schlossman

**QUORUM** 22/25 voting members present; 3/4 resources; 3 guests

**APPROVAL OF MINUTES**

1. It was MSC that the minutes of November 10, 2022 be approved.

**MOTIONS APPROVED**

2. It was MSC to approve the consent calendar. [minutes included]
  - a. Placement & Assessment Committee – November 10, 2022
  - b. Student Fees Committee – February 8, 2023
3. It was MSC to approve revised BP 5140: *Disabled Students Programs & Services* as presented.
4. It was MSC to approve revised AR 5140: *Disabled Students Programs & Services* as presented.
5. It was MSC to move the April Student Affairs Committee meeting date from April 19 to April 12, 2023.

**REPORTS**

6. Dr. Schlossman reported that the Board of Trustees approved the recommendation of the Student Fees Committee to maintain the current \$260/unit Nonresident Tuition and \$40/unit Capital Outlay Fee.



7. Dr. Schlossman reported out on the new PromisePlus+ program which is a guided first- and second-year experience designed to help students successfully complete their college education from onboarding through graduation and/or transfer.
8. Dr. Yamanishi provided a demonstration of MyPath, which was launched on March 1. MyPath is a resource provided by the Chancellor's Office to help community college applicants more quickly connect with the colleges to which they applied.

**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:** November 2022
  
- 2) **Multicultural & Community Engagement Committee** – October 13, 2022 is the last meeting reported.  
2<sup>ND</sup> Thursday, 12:30 pm – 1:30 pm, Zoom Conference  
Chair: Dr. Tzoler Oukayan  
Met on March 9, 2023, report is forthcoming.  
**Scheduled Meetings:** TBD
  
- 3) **Placement and Assessment Committee – November 10, 2022**  
2nd Thursday, 2:00-3:00 pm, Zoom Conference  
Chair: Dr. Drew Yamanishi  
**QUORUM** 14/17 voting members present; 1/1 resources  
**APPROVAL OF MINUTES**
  1. It was MSC that the minutes of September 8, 2022 be approved.**MOTIONS APPROVED**
  2. It was MSC to approve the agenda of the October 13, 2022 meeting.
  3. It was MSC to move English and ESL up on the agenda.**Scheduled Meetings:** March 30, April 13, May 11, June 8, 2023
  
- 4) **Student Fees and Tuition Committee – February 8, 2023**  
2nd Wednesday 2:00-3:30 pm, Zoom Conference  
Chair: Amir Nour  
**QUORUM** 5/9 voting members/0 resource/1 guest  
**APPROVAL OF MINUTES**
  1. MSC to approve the corrected minutes of the September 14, 2022 meeting.**MOTIONS APPROVED**
  2. MSC that the 23/24 Nonresident Tuition Fee will remain at \$260.
  3. MSC that the 23/24 Capital Outlay Fee will remain at \$40.**Scheduled Meetings:** April 12, June 14, 2023
  
- 5) **Technology Mediated Services Committee (TMS)** – December 2, 2021 is the last meeting reported.  
Meets as needed, contact Chair  
Chair: TBD  
**Scheduled Meetings:** TBD

## **STUDENT AFFAIRS COMMITTEE\* – April 12, 2023**

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

Chair: Dr. Paul Schlossman

**QUORUM** 21/25 voting members present; 1/4 resources; 1 guest

### **APPROVAL OF MINUTES**

1. It was MSC that the minutes of March 15, 2023 be approved.

### **MOTIONS APPROVED**

2. It was MSC to approve the consent calendar. [minutes included]
  - a. Multicultural & Community Engagement Committee – March 9, 2023
  - b. Placement & Assessment Committee – March 30, 2023
3. It was MSC to delete Board Policy 5125: *Policy on AIDS*.
4. It was MSC to delete Administrative Regulation 5125: *Policy on AIDS*.
5. It was MSC to approve the prioritization of the 2022/2023 non-hiring allocation committee requests as presented.

### **REPORTS**

6. Dr. Oukayan reported that the ASGCC approved an increase of the Student Activities Fee to \$17.50 beginning Summer 2023. The increase is the first in ten years and is needed to help address a significant decline in revenue due.
7. Dr. Schlossman reported that his office has informed the Governance Review Committee that Student Affairs Committee will continue to meeting via Zoom for the foreseeable future because of increased participation since moving to this format

**NEXT MEETING:** May 17, 2023

## **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:** November 2022

- 2) **Multicultural & Community Engagement Committee – March 9, 2023**

2<sup>ND</sup> Thursday, 12:30 pm – 1:30 pm, Zoom Conference

Chair: Dr. Tzoler Oukayan

**QUORUM** 8/9 members present

### **APPROVAL OF MINUTES**

1. MSC to approve the corrected minutes of the October 13, 2022 meeting.

### **REPORTS**

2. The MCEC has received State funding for the following programs: Dream, Pride, Rising Scholars. Funds will be used to support the programs and their corresponding clubs in developing activities, workshops, presentations, and events.
3. The Lavender Graduation will take place on June 16 from 4:00-6:00pm.
4. The SPARKS mentoring program is currently recruiting mentors. This program takes place in the summer in conjunction with the Summer Bridge program.
5. The Dream Resource Center and the Voices club have arranged the 16<sup>th</sup> Annual Dreamer Student Conference on March 24<sup>th</sup> to bring high school juniors to GCC for a daylong conference.
6. The Dream Resource Center will hold an immigration and DACA update event on March 14.
7. Rising Scholars has started a new club: “System Impacted Intellectuals”.

**Scheduled Meetings: TBD**

**3) Placement and Assessment Committee – March 30, 2023**

2nd Thursday, 2:00-3:00 pm, Zoom Conference

Chair: Dr. Drew Yamanishi

**QUORUM** 11/16 voting members present

**APPROVAL OF MINUTES**

1. It was MSC that the minutes of November 10, 2022 be approved.

**MOTIONS APPROVED**

2. It was MSC to begin work on developing an informational document for AB 1705.

**Scheduled Meetings: April 13, May 11, June 8, 2023**

**Placement and Assessment Committee – April 13, 2023**

2nd Thursday, 2:00-3:00 pm, Zoom Conference

Chair: Dr. Drew Yamanishi

**QUORUM** 13 /16 voting members present; 1/1 resources

**APPROVAL OF MINUTES**

1. MSC to approve the minutes of March 30, 2023.

**MOTIONS APPROVED**

2. MSC to Continue meeting on remote basis until end of Spring 2023 Semester.

*The Standing Committee, Student Affairs Committee, will review these minutes during their next scheduled meeting.*

**Scheduled Meetings: May 11, June 8, 2023**

**4) Student Fees and Tuition Committee – February 8, 2023 is the last meeting reported.**

2nd Wednesday 2:00-3:30 pm, Zoom Conference

Chair: Amir Nour

**Scheduled Meetings: April 12, May 10, 2023**

**5) Technology Mediated Services Committee (TMS) – December 2, 2021 is the last meeting reported.**

Meets as needed, contact Chair

Chair: TBD

**Scheduled Meetings: TBD**

**V. ADMINISTRATIVE AFFAIRS COMMITTEE\* – March 14, 2023**

2<sup>nd</sup> Tuesday, 11:00 am–12:20 pm, Zoom Conference

Chair: Mr. Amir Nour

**QUORUM** (9) 12 of 17 voting members present; 1 Resource member; 1 guest

**APPROVAL OF MINUTES**

1. MSC to approve the Approval of November 8, 2022 minutes as presented. Motion approved with 1 abstention.

**MOTIONS APPROVED**

2. MSC to approve the Safety Committee minutes of November 16, 2022.

3. MSC to approve AR 6355: Job Order Contract as presented.

4. MSC to approve BP 6305: District Reserves as 1st and 2nd Read and to move it forward.

**Scheduled Meetings: April 11, May 9, 2023**

**SUBCOMMITTEES OF THE ADMINISTRATIVE AFFAIRS COMMITTEE:**

**1) Campus Development Committee – March 2, 2023**

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

Chair: Patrick Shahnazarian

**QUORUM** (9) 11 of 16 voting members present; 3 Resource members; 1 guest

**APPROVAL OF MINUTES**

1. MSC to approve the May 5, 2022 minutes as presented.

**MOTIONS APPROVED**

2. MSC: Approve progress discussion and design dialogue for a Student Inclusion Center in Camino Real.
3. MSC: Approve progress discussion and design dialogue for a Virtual Reality Center in Camino Real bottom floor the motion carried.

*The Standing Committee, Student Affairs Committee, will review these minutes during their next scheduled meeting.*

**Scheduled Meetings:** April 6, May 4, June 1, 2023

**2) Environment & Sustainability Committee – March 1, 2023**

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

Chair: Patrick Shahnazarian

**QUORUM** [5] 5/9 voting members present; 1 guest

**APPROVAL OF MINUTES**

1. MSC to approve the May 4, 2022 minutes as presented.

*The Standing Committee, Student Affairs Committee, will review these minutes during their next scheduled meeting.*

**Scheduled Meetings:** April 5, May 3, June 7, 2023

**3) Safety Committee – November 19, 2022**

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

Chair: Laura Matsumoto

**QUORUM** (9) 12 of 17 voting members present; 2/4 Resource members

**APPROVAL OF MINUTES**

1. MSC to approve the Approval of October 16, 2022 minutes as presented.

Met on October 19, 2022, report is forthcoming. *The Standing Committee, Administrative Affairs Committee, will review these minutes during their next scheduled meeting.*

**Scheduled Meetings:** March 15, 2023

*Prepared by Frankie Strong, Governance Office*