



**GOVERNANCE UPDATE
MARCH 2024**

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 **February 2, 2024 and March 4, 2024**.

The College Executive Committee reviewed these items during their **March 12, 2024 meeting**.

- Items reported here may have changed or been resolved during a more recent meeting than the date noted.
- Governance committees are moving over to [Board Docs](#) most committees have moved their agenda and minutes to Board Docs.
- Questions regarding items listed below contact the chair of the appropriate committee. Committee chairs may be emailed directly from the [Blue List](#).
- Archive minutes is available [SharePoint](#).
- Standing Committees* include the 5 main areas of the college (Executive, Administrative, Academic Affairs, Student Affairs, and Institutional Planning).

Please note that governance committees do not usually meet during summer and winter; with the exception for some committees or a scheduled special meeting.

I. COLLEGE EXECUTIVE COMMITTEE* - February 13, 2024 *Standing Committee**

Meets Tuesday prior to Board of Trustees meetings, 2:30 pm, AD 121

Chair: Dr. Ryan Cornner

QUORUM [5] 10/10 voting members present; 2 Resource members; 2 guests

APPROVAL OF MINUTES

1. MSC (Schlossman/Kamei) to approve the minutes of January 9, 2024.

REPORTS

2. The subcommittees minutes were received and reviewed:
 - a. Budget Committee, November 9, and December 14, 2023
 - b. College Computer Coordinating, no report
 - c. Enrollment Management, no report
 - d. Equal Employ Opportunity Advisory, no report
 - e. Governance Review, no report
 - f. Professional Development, no report
 - g. Release Time/Extra Pay, no report
 - h. Student Equity and Achievement, no report, committee meets as needed
 - i. Web Oversight, no report, committee meets as needed
3. The Committee received, reviewed, and accepted the actions and information items of all Standing committees.

4. The Committee received, reviewed, and accepted the actions and information items of all governance committees.
5. Review of the Board of Trustees agenda for the February 20, 2024 regular session meeting.
6. Replacement positions in the Student Services area was accepted by the committee.

Scheduled Meetings: Mar. 12, 2024, Apr 9, May 14, June 11

Agenda and minutes are available in [Board Docs](#).

SUBCOMMITTEES OF THE COLLEGE EXECUTIVE COMMITTEE:

1) Budget Committee – January 23, 2024

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

Co-Chairs: Amir Nour, and Michael Scott

QUORUM [6] 17/11 voting members present; 2 Resource members; 13 guests

MINUTES APPROVED

1. MSC to approve the minutes December 14, 2023 minutes.

MOTIONS APPROVED

2. AR 6200 – The District’s Budget (2nd Read)
MSC to approve AR 6200 as presented with revisions. Motion passed unanimously.
3. AR 6300 – Fiscal Management (2nd Read)
MSC to approve AR 6300 as presented. Motion passed unanimously

MOTIONS TABLED

4. AR 6305 – District Reserves
MSC to table AR 6305 until the next meeting as some of the language will change.

REPORTS

5. 2023-2024 Overview of the Governor’s Budget.

Scheduled Meetings: 2/27/2024, 3/14, 3/26, 4/11, 4/23, 5/9, 5/28, 6/13, 6/25

Agenda and minutes are available in [Board Docs](#)

2) College Computer Coordinating Committee (4Cs) - April 27, 2022 is the last meeting reported.

3rd Thursday, 12:30 – 1:30 pm, LB 113, I.T. Conference Room

Chair: Lauren Lampietti

Scheduled Meetings: Spring 2024

3) Enrollment Management Committee – October 11, 2023

2nd Wednesday, 12:20-1:20 pm, contact Chair for location

Co-Chairs: Drew Yamanishi, and Edward Karpp

QUORUM [15] 20/29 voting members present; 7 Resource non-voting; 1 guest

MINUTES APPROVED

MSC to approve the September 13, 2023 minutes.

REPORTS

1. Updates shared on Enrollment; and Student Outreach Services.
2. Pipeline Analysis from Application to Enrollment - Ed Karpp reviewed the Enrollment Change Update with the Committee.
3. Drew Sugars shared the Communications update.
 - a. results from the LatinX Community were presented

b. GCC Student Survey Results was presented
Met on November 8, 2023, report is forthcoming.

Scheduled Meetings: Spring 2024

Agenda and minutes are available in [Board Docs](#)

- 4) **Equal Employment Opportunity Committee (EEO)** – March 23, 2023 is the last meeting reported.
4th Thursday, 12:30-1:30 pm, contact Chair for location
Chair: Dr. Brittany Grice
Met in February 2024, report is forthcoming.
Scheduled Meetings: April 2024

- 5) **Governance Review Committee (GRC)** – December 5, 2023 is the last meeting reported.
1st Tuesday, 1:40-2:40 pm, contact Chair for location
Chair: Paul Vera
Met on March 5, 2024, report is forthcoming.
Scheduled Meetings: 4/2/2024; 5/7; 6/4
Agenda and minutes are available in [Board Docs](#)

- 6) **Professional Development Committee** – October 19, 2023 is the last meeting reported.
3rd Thursday, 12:30-1:30 pm, contact Chair for location
Co-Chairs: Krista Raimondo, Faculty; and Chris Franz, Classified
Scheduled Meetings: Spring 2024

- 7) **Released Time Extra Pay Committee (RTEP)** – September 22, 2023 is the last meeting reported.
4th Friday, 10:00-11:00 am, contact Chair for location
Chair: Michael Davis
Scheduled Meetings: 3/22/2024; 4/26; 5/24
Agenda and minutes are available in [Board Docs](#)

- 8) **Student Equity & Achievement Committee (SEA)** - Meets as needed
Chair: Yeranui Barsegyan
November 18, 2022 is the last meeting reported.
Scheduled Meetings: TBD

- 9) **Web Oversight Committee** - Meets as needed
Chair: Drew Sugars
February 23, 2022 is the last meeting reported.
Scheduled Meetings: TBD

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- II. INSTITUTIONAL PLANNING COORDINATION COMMITTEE* (IPCC)** – October 9, 2023 is the last meeting reported.
2nd Monday, 12:15pm-1:30 pm, Zoom Conference
Co-Chairs: Dr. Edward Karpp, and Dr. Daphne Dionisio
Met on November 13, 2023, report is forthcoming
Scheduled Meetings: Spring 2024
Agenda and minutes are available in [Board Docs](#)

SUBCOMMITTEES OF THE INSTITUTIONAL PLANNING COORDINATION COMMITTEE:

- 1) **Program Review Committee – November 21, 2023**
3rd Tuesday, 1:30–2:30 pm, Zoom Conference <https://glendale-edu.zoom.us/j/8182401000>
Chair: Dr. Daphne Dionisio
QUORUM [6] 6/10 voting members present; 1 Resource member
MINUTES APPROVED
1. MSC to approve the minutes October 17, 2023 minutes.
REPORTS
2. 2023 Program Review Cycle update.

- Program Review Committee – February 20, 2024**
3rd Tuesday, 1:30–2:30 pm, Zoom Conference <https://glendale-edu.zoom.us/j/8182401000>
Chair: Dr. Daphne Dionisio
QUORUM [6] 9/10 voting members present; 3 Resource non-voting members present
MINUTES APPROVED
3. MSC to approve the minutes November 21, 2023 minutes.
REPORTS
4. Learning Outcomes Process update.
5. Discussion and items that will have follow up: Prioritization requests; online resource request system for the 2024 cycle; and status of the HAC's (Hiring Allocation Committees) moving forward.
Scheduled Meetings: TBD
Agenda and minutes are available in [Board Docs](#)

- 2) **Strategic Planning Committee** – Meets once per semester.
Chair: Edward Karpp May 5, 2023 is the last meeting reported.
Met on November 17, 2023, report is forthcoming.
Scheduled Meetings: TBD
Agenda and minutes are available in [Board Docs](#)

- III. ACADEMIC AFFAIRS COMMITTEE*** - December 20, 2023 is the last meeting reported.
3rd Wednesday, 2:00-4:00 pm, Zoom Conference
Chair: Dr. Michael Ritterbrown
Scheduled Meetings: 3/20/2024; 5/15

SUBCOMMITTEES OF THE ACADEMIC AFFAIRS COMMITTEE:

- 1) **Academic Calendar Committee** – Meets as needed
Chair: Guido Girardi
March 24, 2022 is the last meeting reported.
Scheduled Meetings: TBD

- 2) **Baja Program Committee** – Meets twice per academic year
Chair: Dr. Javier Gago
May 12, 2023 is the last meeting reported.
Scheduled Meetings: TBD

- 3) **Graduation Requirements Committee** – Meets as needed
Chair: Agnes Eguaras
June 12, 2023 is the last meeting reported.
Scheduled Meetings: TBD

- 4) **Library & Information Competency Committee** – October 26, 2023 is the last meeting reported.
4th Thursday, 12:30-1:30 pm, Zoom Conference
Chair: Eric Hanson
Scheduled Meetings: Spring 2024
Agenda and minutes are available in [Board Docs](#)

- 5) **Scholars Program Committee** – October 24, 2023 is the last meeting reported.
4th Tuesday, 12:30-1:30 pm, Zoom Conference
Chair: Dr. Michael Harnett
Scheduled Meetings: March 19, 2024

- 6) **Study Abroad Committee** – March 16, 2023 is the last meeting reported.
4th Thursday, 12:20-1:30 pm, Zoom Conference
Chair: Darren Leaver
Scheduled Meetings: Spring 2024

- IV. STUDENT AFFAIRS COMMITTEE*** – October 18, 2023 is the last meeting reported.
3rd Wednesday, 1:00-2:00 pm, Zoom Conference
Chair: Dr. Paul Schlossman
Met on February 21, 2024, report is forthcoming.
Scheduled Meetings: 3/20/2024; 5/15
Agenda and minutes are available in [Board Docs](#)

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SUBCOMMITTEES OF THE STUDENT AFFAIRS COMMITTEE:

- 1) **International Students Committee** – Meets once per academic year
Chair: Murray Stach
May 5, 2021 is the last meeting reported.
Scheduled Meetings: Spring 2024
- 2) **Multicultural & Community Engagement Committee** – May 11, 2023 is the last meeting reported.
2ND Thursday, 12:30 pm – 1:30 pm, Zoom Conference
Chair: Dr. Tzoler Oukayan
Scheduled Meetings: Spring 2024
- 3) **Placement and Assessment Committee** – November 9, 2023 is the last meeting reported.
2nd Thursday, 2:00-3:00 pm, Zoom Conference
Chair: Dr. Drew Yamanishi
Scheduled Meetings: Spring 2024
- 4) **Student Fees and Tuition Committee** – October 11, 2023 is the last meeting reported.
2nd Wednesday, 1:00-2:00pm, Zoom Conference
Chair: Mr. Amir Nour
NEXT MEETING: Spring 2023
Agenda and minutes are available in [Board Docs](#)
- 5) **Technology Mediated Services Committee (TMS)** – Meets as needed
December 2, 2021 is the last meeting reported.
Scheduled Meetings: TBD
- V. **ADMINISTRATIVE AFFAIRS COMMITTEE*** – October 10 2023 is the last meeting reported.
2nd Tuesday, 11:00 am–12:20 pm, Zoom Conference
Chair: Mr. Amir Nour
Scheduled Meetings: Spring 2024

SUBCOMMITTEES OF THE ADMINISTRATIVE AFFAIRS COMMITTEE:

- 1) **Campus Development Committee** – November 2, 2023 is the last meeting reported.
1st Thursday, 12:30 p.m. – 1:30 p.m., Zoom Conference
Chair: Patrick Shahnazarian
Scheduled Meetings: March 7, 2024
Agenda and minutes are available in [Board Docs](#)
- 2) **Environment & Sustainability Committee** – November 1, 2023 is the last meeting reported.
1st Wednesday, 12:30 p.m. – 1:30 p.m., Zoom Conference
Chair: Patrick Shahnazarian
Scheduled Meetings: March 6, 2024
Agenda and minutes are available in [Board Docs](#)

- 3) **Safety Committee** – September 20, 2023 is the last meeting reported.
3rd Wednesday, 11:00am-12:00pm, Zoom Conference
Chair: Laura Matsumoto
Met on October 18, 2023, report is forthcoming.
Scheduled Meetings: Spring 2024

Prepared by Frankie Strong, Governance Office