



## **GOVERNANCE UPDATE APRIL 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 **March 4, 2024 and April 1, 2024**.

The College Executive Committee reviewed these items during their **April 9, 2024 meeting**.

- Agenda and minutes are available in [Board Docs](#).
- 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](#).
- Archive minutes are available [SharePoint](#).
- Standing Committees\* include the 5 main areas of the college (Executive, Administrative, Academic Affairs, Student Affairs, and Institutional Planning).

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### **I. COLLEGE EXECUTIVE COMMITTEE\* - March 12, 2024**

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; 1 guest

#### **APPROVAL OF MINUTES**

1. MSC (Hastings/Schlossman) to approve the minutes of February 13, 2024.

#### **REPORTS**

2. The subcommittees minutes were received and reviewed:
  - a. Budget Committee, January 23, 2024
  - b. College Computer Coordinating, no report
  - c. Enrollment Management, October 11, 2024
  - d. Equal Employment 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 March 19, 2024 regular session meeting.
6. Replacement positions and New Positions was accepted by the committee.

**Scheduled Meetings:** Apr 9, May 14, June 11



**SUBCOMMITTEES OF THE COLLEGE EXECUTIVE COMMITTEE:**

**1) Budget Committee – February 27, 2024**

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] 10/11 voting members present; 1 Resource member; 62 guests

**MINUTES APPROVED**

1. MSC approval of the January 23, 2024 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. Administrative Regulation 6305: District Reserves

**REPORTS**

5. PARS Supplementary Retirement Plan: The Board approved this during the February Board meeting. Total participants 74.
6. Income statement review, presented by Amir Nour.
7. Details of the latest Financial Reporting can be retrieved at [glendale.edu/budget](http://glendale.edu/budget)
8. Details of this Cash Flow Statement can be retrieved at [glendale.edu/budget](http://glendale.edu/budget)
9. Updates on the State budget. The full report is available here [Funds To Be Reclaimed](#)

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

**2) College Computer Coordinating Committee (4Cs)**

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

Chair: Lauren Lampietti

April 27, 2022 is the last meeting reported.

March 21, 2024 meeting cancelled.

**Scheduled Meetings:** Spring 2024

**3) Enrollment Management Committee – October 11, 2023 is the last meeting reported.**

2<sup>nd</sup> Wednesday, 12:20-1:20 pm, contact Chair for location

Co-Chairs: Drew Yamanishi, and Edward Karpp

Met on November 8, 2023, and March 13, 2024, reports are forthcoming.

**Scheduled Meetings:** Spring 2024

**4) Equal Employment Opportunity Committee (EEO)**

4<sup>th</sup> Thursday, 12:30-1:30 pm, contact Chair for location

Chair: Dr. Brittany Grice

March 23, 2023 is the last meeting reported.

**Scheduled Meetings:** Spring 2024



5) **Governance Review Committee (GRC) – March 5, 2024**

1<sup>st</sup> Tuesday, 1:40-2:40 pm, contact Chair for location

Chair: Paul Vera

**QUORUM** 6/7 voting members present

**MINUTES APPROVED**

1. MSC approval of the December 5, 2023 minutes.

**MOTIONS APPROVED**

2. Administrative Regulation (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. Administrative Regulation 6305: District Reserves

**REPORTS**

5. Hyflex & Remote Meeting Communication Issues – Outcome: a task force was formed to revise the “Best Practices” document with updated language to address remote meeting protocols.
6. Mandatory move to Board Docs for Brown Act committees and for all governance committees (as listed on the [Blue List](#)) – Update: [Board Docs training](#) sessions continue on Monday and Wednesdays via Zoom. Frankie scheduled other meetings as requested to help users get on board.
7. Reinstatement of ASGCC Representatives to EEO, RTEP, and Professional Development Committees - Paul will connect with the ASGCC President regarding the status of reinstating student representation to the RTEP governance committee.

**Scheduled Meetings:** 4/2; 5/7

6) **Professional Development Committee – October 19, 2023 is the last meeting reported.**

3<sup>rd</sup> 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) – November 3, 2023**

4<sup>th</sup> Friday, 10:00-11:00 am, contact Chair for location

Chair: Michael Davis

**QUORUM** 6/8 voting members present; 1 guest

**MINUTES APPROVED**

1. MSC approval of the June 8, 2022 minutes.
2. MSC approval of the September 22, 2023 minutes.

**MOTIONS APPROVED**

3. MSC to approve the five presented released time position evaluations.

**REPORTS**

4. Seeking CSEA feedback on new position proposals.

**Scheduled Meetings:** 4/26; 5/24



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

II. **INSTITUTIONAL PLANNING COORDINATION COMMITTEE\* (IPCC)**

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

Co-Chairs: Dr. Edward Karpp, and Dr. Daphne Dionisio

October 9, 2023 is the last meeting reported. Met on March 11, 2024, report is forthcoming

**Scheduled Meetings:** Spring 2024

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

1) **Program Review Committee**

3<sup>rd</sup> Tuesday, 1:30–2:30 pm, Zoom Conference <https://glendale-edu.zoom.us/j/8182401000>

Chair: Dr. Daphne Dionisio

February 20, 2024 is the last meeting reported.

**Scheduled Meetings:** TBD

2) **Strategic Planning Committee**

Meets once per semester, contact Chair for location

Chair: Edward Karpp

November 17, 2023 is the last meeting reported.

**Scheduled Meetings:** TBD

III. **ACADEMIC AFFAIRS COMMITTEE\* - March 20, 2024**

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

Chair: Dr. Michael Ritterbrown

**QUORUM** 30/37; 6 Resources; 2 Guests

**APPROVAL OF MINUTES**

1. MSC to approve minutes from the December 20, 2023 meeting. One abstention.

**MOTIONS APPROVED**

2. MSC to approve the agenda for the March 20, 2024 meeting.
3. MSC to approve the revised AR 4100 – Graduation Requirements for Degrees and Certificates.
4. MSC to approve the revised AR 4240 – Academic Renewal Without Course Repetition.
5. MSC to approve the following items under the consent calendar:  
Curriculum & Instruction Committee Minutes of February 28, 2024 and March 13, 2024 Meetings

**New Courses:**

- HUMAN 145

- HLTH 108
- MATH 132
- PHILO 130
- ST DV 191, 192, and 193
- T ART 47, 48, 135, and 136

**Revised Courses:**

- ACCTG 50, 101, 102, 110, 120, 121, 130, 150, 160, 170, 175, 185, 201, 202, 210, 220, 225, 230, 235, and 250
- ANTRHO 48, and 49
- ART 132, 133, 134, 135, 137, 186, 201, 205, 209, 210, 220, 221, 231, 232, 233, 234, 235, 246, 250, 251, 255, 270, and 271
- BIOL 298
- BUSAD 101, 106, 110, 111, 112, 113, 115, 120, 131, 134, 135, 136, 141, 144, 145, 152, 158, 162, 163, 165, 166, 169, 170, 178, and 204
- CHLDV 48
- CS/IS 234, 240, 241, 242, and 243
- ECON 48, and 49
- ENGL 122, 123, and 125
- ENTRE 101, 102, and 103
- ESL 159
- ETH S 48, and 49
- FTVM 132
- GEOG 49, and 50
- HIST 48, and 49
- HUMAN 105, and 105H
- KIN 195, and 196
- KOREA 49
- MOA 50, 101, 180, 181, 182, 183, 184, 185, 188, 190, 191, 192, 193, 194, 195, and 197
- MUSIC 127, 130, 140, and 148
- NS 200, 201, 205, 210, and 211
- PHILO 48, 49, 115, and 121
- PHY 49, and 50
- POL S 48, 49, and 50
- PSYCH 48, 49, and 50
- SOC 48, 49, and 50
- SOC S 50, and 120
- ST DV 1
- T ART 49, and 50

**Revised Programs:**

- English – Creative Writing AA Degree
- Kinesiology – Fitness Specialist AA Degree and Certificate
- Music – Music AA-T Degree

**New Programs:**

- English as a Second Language – Intermediate ESL and Academic and Career Preparation Certificate
- Student Development – Liberal Arts: Arts and Humanities Emphasis AA Degree
- Student Development – Liberal Arts: Science and Mathematics Emphasis AA Degree
- Student Development – Liberal Arts: Social and Behavioral Sciences Emphasis AA Degree

6. MSC to approve Prioritization Rankings of 2023 Instructional Resource Requests.
7. MSC to approve the revised AR 4000 – Mutual Gains Document.
8. MSC to approve the preferred version of 2025 – 2026 Academic Calendar.



9. MSC to approve Academic Calendar minutes from the March 13, 2024 meeting.
10. MSC to approve Baja California minutes from the November 27, 2023 meeting.
11. MSC to approve Scholars Program minutes from the November 21, 2023 meeting.

**MOTIONS TABLED**

12. MST to table 2024 Instructional Priorities.

**Scheduled Meetings:** 5/15

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

**1) Academic Calendar Committee – March 13, 2024**

Meets as needed, contact Chair for location

Chair: Guido Girardi

**QUORUM** 3/5 voting members

**APPROVAL OF MINUTES** - No minutes presented from 2023.

**MOTIONS APPROVED**

1. MSC to approve the 2025 – 2026 Academic Calendar be approved and sent forth to the Academic Affairs Committee.

**Scheduled Meetings:** TBD

**2) Baja Program Committee – November 23, 2023**

Meets twice per academic year, contact Chair for location

Chair: Dr. Javier Gago

**QUORUM** 9/12 voting members present

**APPROVAL OF MINUTES**

1. MSC to approve the May 12, 2023 minutes.

**REPORTS**

2. Station report: New more reliable (Starlink) internet system was installed. Minor kitchen plumbing issues were resolved. Ten canvas/wood sleeping cots were rebuilt. Two old vehicles in poor working order were sold (looking for funding to replace these with 2 used vans). Two pangas (outboard motorboats) will be sold; GCC courses will utilize the services of local guides with permits.
3. The Grauer School used our field station (October 1-6, 2023).
4. GCC classes scheduled for Winter 2024: Biol 122 (Introduction to General Biology; M. Kretzmann & G. Van Cleave); program fees \$699.
5. GCC classes scheduled for Summer 2024: Biol 125/126 (Marine Biology; G. Van Cleave); Biol 131 (Regional Natural History; G. Meyer); all program fees \$899.
6. The following outside groups will be using the field station in 2024: San Diego State University (New User; January 8-16, 2024); Cuesta College (June 15-28, 2023); Ocean Discovery Institute (July 18 – 31, 2024).

**Scheduled Meetings:** TBD

**3) Graduation Requirements Committee**

Meets as needed, contact Chair for location

Chair: Agnes Eguaras

June 12, 2023 is the last meeting reported.

**Scheduled Meetings:** TBD



4) **Library & Information Competency Committee**

4th Thursday, 12:30-1:30 pm, Zoom Conference

Chair: Becka Cooling

October 26, 2023 is the last meeting reported.

**Scheduled Meetings:** Spring 2024

5) **Scholars Program Committee – November 21, 2023**

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

Chair: Dr. Michael Harnett

**QUORUM - 7 out of 12 voting members.**

**APPROVAL OF MINUTES**

1. MSC Approval of the minutes from the October 24, 2023 SAC meeting.

**MOTIONS APPROVED**

2. MSC to approve the latest update of the Scholars Constitution.

**Scheduled Meetings:** March 26, 2024

6) **Study Abroad Committee**

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

Chair: Darren Leaver

March 16, 2023 is the last meeting reported.

**Scheduled Meetings:** Spring 2024

**IV. STUDENT AFFAIRS COMMITTEE\* – March 20, 2024**

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

**QUORUM** 20/25 voting members present

**APPROVAL OF MINUTES**

1. It was MSC to approve the minutes of February 21, 2024

**MOTIONS APPROVED**

2. It was MSC to approve prioritization rankings of the 2023 Student Services and Student Affairs resource requests as presented.

**REPORTS**

3. Gary Shamoyan provided an update on outreach activities, including updates on marketing campaigns, ECAP, Promise Plus web page activity, and in-person events for new students.
4. Tzoler Oukayan and Drew Yamanishi reported updates about the Promise Plus program, including statistics for the current cohort and an outline of activities and goals for the second-year experience.
5. Christina Tangalakis provided an update about the issues surrounding the rollout of the simplified FAFSA. She also reported the impact these issues have had on the rate of FAFSA submissions and the delay on sending offers to students.
6. Tommy Nuño provided information on the IDEA conference which is a student leadership conference addressing DEIA topics.
7. Gary Shamoyan provided information about the GCC Open House scheduled for Saturday, May 4, 2024.
8. Michelle Mora announced that Commencement is scheduled for Wednesday, June 12 at 7:00pm.
9. Drew Yamanishi reported on the progress of the AB 1705 validation process and updated the committee on the Math Division's Calculus Pilot for 2024/2025.
10. Drew Yamanishi reported on AB 928 (aka CalGETC) and funding GCC has received to help implement portions of the new law.



**Scheduled Meetings:** May 15, 2024

**SUBCOMMITTEES OF THE STUDENT AFFAIRS COMMITTEE:**

**1) International Students Committee**

Meets once per academic year, contact Chair for location

Chair: Murray Stach

May 5, 2021 is the last meeting reported.

**Scheduled Meetings:** Spring 2024

**2) Multicultural & Community Engagement Committee**

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

Chair: Dr. Tzoler Oukayan

May 11, 2023 is the last meeting reported.

**Scheduled Meetings:** Spring 2024

**3) Placement and Assessment Committee**

2nd Thursday, 2:00-3:00 pm, Zoom Conference <https://glendale-edu.zoom.us/j/85346772972>

Chair: Dr. Drew Yamanishi

November 9, 2023 is the last meeting reported.

**Scheduled Meetings:** 3/14/2024, 4/11, 5/19

**4) Student Fees and Tuition Committee**

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

Chair: Mr. Amir Nour

October 11, 2023 is the last meeting reported.

**NEXT MEETING:** Spring 2024

**5) Technology Mediated Services Committee (TMS)**

Meets as needed, contact Chair for location

December 2, 2021 is the last meeting reported.

**Scheduled Meetings:** TBD

**V. ADMINISTRATIVE AFFAIRS COMMITTEE\***

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

Chair: Mr. Amir Nour

October 10 2023 is the last meeting reported.

**Scheduled Meetings:** March 12, 2024

**SUBCOMMITTEES OF THE ADMINISTRATIVE AFFAIRS COMMITTEE:**

**1) Campus Development Committee**

*Administrative Affairs will review these minutes at their next scheduled meeting.*

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

Chair: Patrick Shahnazarian

November 2, 2023 is the last meeting reported.

**Scheduled Meetings:** March 7; April 4, 2024





2) **Environment & Sustainability Committee**

*Administrative Affairs will review these minutes at their next scheduled meeting.*

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

Chair: Patrick Shahnazarian

November 1, 2023 is the last meeting reported.

**Scheduled Meetings:** March 6; April 3, 2024

3) **Safety Committee**

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

Chair: Laura Matsumoto

September 20, 2023 is the last meeting reported. Met on October 18, 2023, report is forthcoming.

**Scheduled Meetings:** Spring 2024

*Prepared by Frankie Strong, Governance Office*