**Glendale Community College**

**GOVERNANCE COMMITTEES’ PURPOSE AND MEMBERSHIP**

**THE BLUE LIST**

Agenda and Minutes are available in [Board Docs](https://go.boarddocs.com/ca/glendale/Board.nsf/Public).

All governance committees report to the College Executive Committee (Administrative Regulation 2511).

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| **GOVERNANCE COMMITTEES LIST**[**College Executive**](#CEC) **\*** \* Indicates a Standing committee *Subcommittees:*[Budget](#Budget) [College Computer Coordinating](#CCCC) (4Cs) [Enrollment Management](#Enrollment_Management) [Equal Employment Opportunity](#EEO) (EEO)[Governance Review](#Governance_Review)[Professional Development](#Staff_Development)[Release Time/Extra Pay](#RTEP) (RTEP)[Student Equity & Achievement](#SEA) (SEA) |
| [**Institutional Planning Coordination**](#Institutional_Planning_Coordination) **\* (IPCC)***Subcommittees:* [Program Review](#Program_Review)[Strategic Planning Team A](#Master_Planning_Team_A) | [**Administrative Affairs**](#Administrative_Affairs) **\****Subcommittees:* [Campus Development](#Campus_Development)[Environment & Sustainability](#Environmental_Affairs)[Safety](#Safety) |
| [**Academic Affairs**](#Academic_Affairs) **\****Subcommittees:* [Academic Calendar](#Academic_Calendar)[Baja Program](#Baja_Program)[Graduation Requirements](#Graduation_Requirements)[Library & Information Competency](#LICC) (LICC)[Scholars Program](#Scholars_Program)[Study Abroad](#Study_Abroad) | [**Student Affairs**](#Student_Affairs) **\****Subcommittees:*[International Students](#International_Students)[Placement & Assessment](#Placement_Assessment)[Student Fees & Tuition](#Student_Fees_Tuition)  |

**KEY TO READING THE BLUE LIST:**

1. Committee Chair; email link to committee chairperson
2. Senate: Appointed by and representative for is listed in the first column
3. (27-28) Term indicated, term is through that academic year
	1. (2025-26): term ends at the end of the 2025-2026 academic year
	2. (2026-27): term ends at the end of the 2026-2027 academic year
	3. (2027-28): term ends at the end of the 2027-2028 academic year, and so on
4. ± This symbol indicates a faculty released time position
5. Voting Members are appointed by constituent leadership
6. “Resource” non-voting members can be voted in by the committee
7. Volunteers – interested in serving on a committee? Contact the Governance Office

More information available at <http://glendale.edu/governance>



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| **COLLEGE EXECUTIVE\*** |

Time & Location: Tuesday before Board of Trustee meetings, 2:30 pm, AD 121
*This committee meets during intersessions.*

Mission Statement

The College Executive Committee constitutes an effective means of gathering information, deliberating and reporting on issues of concern to the college. College Executive has several
subcommittees that report directly to it.  College Executive is the highest governance committee on campus and approves all recommendations that the Superintendent/President is charged with carrying forward to the Board.

Activities:

1. Serves as the highest and final level of review on governance issues.
2. Serves as the review body for governance items going to the Board of Trustees.
3. Serves as the college “Committee-On-Committees”.  It directs governance items through the process.
4. Reviews the report of the Budget subcommittee and makes appropriate recommendations on the annual budget.
5. Establishes and coordinates the mechanism for long-range planning and the development of the College Strategic Plan.
6. Serves as an appeals body for items rejected at a lower level in the governance process.
7. Oversees the dissemination of information to the campus community.
8. Creates Task Force groups, as needed.

*Committee composition determined by Administrative Regulation 2511, Governance Document.*
Voting Members

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| --- | --- |
| **Chair:** | Dr. Ryan Cornner, Superintendent/ President*votes only in the event of a tie* |
| **Senate:** | Cameron Hastings, Academic Senate President ± |
| **Guild:** | Richard Kamei, Guild President ± |
| **Other Faculty:** | Richard Cortes, Student Services Division Chair |
| **CSEA:** | Nonah Maffit, CSEA President;Saodat Aziskhanova, CSEA Chief Negotiator |
| **Administration:** | Amir Nour, Interim Vice President Administrative Services Brittany Grice, Vice President, Human Resources Michael Ritterbrown, Vice President Instructional Services Alen Andriassian, Vice President Student Services  |
| **ASGCC:****[2]** | Lilit Yerkanyan, Associated Students (AS) President;Carlos Matute, AS Vice President of Administration |

Non-voting Members

|  |  |
| --- | --- |
| **Resource:** Non-voting | Michael Dioquino, Associate Vice President for Technology and Innovation Tzoler Oukayan, Dean Student AffairsFrankie Strong, Governance Office Coordinator |
| **Minutes Recorder:**Non-voting | Debra Kallas, Office of the Superintendent/President; published minutes are available in [Board Docs](https://go.boarddocs.com/ca/glendale/Board.nsf/Public) |

*The College Executive Committee is one of the five Standing Committees, it is the*

*College Exec is the Committee-On-Committees.*

*Subcommittees reporting to the College Executive Committee include:*

*Budget, College Computer Coordinating (4 C’s), Enrollment Management, Equal Employment Opportunity (EEO), Governance Review, Released Time Extra Pay (RTEP), Professional Development, and Student Equity & Achievement.*

**BUDGET COMMITTEE**

Time & Location: Meets 2nd Thursday and 4th Tuesday, 12:20 - 1:30 pm,

Zoom link: <https://glendale-edu.zoom.us/j/87401424983>

Schedule of meetings is available through the Administrative Services Office.

*This committee may meet during intersessions.*

Mission Statement

The Budget subcommittee is responsible for monitoring the budget development process and the ongoing implementation of the annual college budget. This committee is responsible for setting priorities within both short-term and long-term income and expense expectations.

The budget process begins with units preparing a recommended budget for their specific area.

A participatory process is used within each unit to ensure that requests are responsive to campus needs and reflect established goals and objectives of the college. The units' requested budgets are forwarded to the appropriate Vice-Presidents of Administrative Affairs, Student Services and Academic Affairs. The Vice-Presidents then forward area budget priorities to the Budget subcommittee which is charged with recommending to the College Executive Committee a complete budget proposal. The Superintendent/ President is responsible for presentation of the final budget proposal to the Board of Trustees.

Under the direction of the Vice President of Administrative Services, administrative services personnel will produce the various fiscal documents requested by the budget subcommittee, the Board of Trustees, and various state agencies. Statutory regulations and deadlines, relative to budget development, must be adhered to.

Voting Members

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| --- | --- |
| **Administration:** | **Chair**, Amir Nour Interim Vice President Administrative ServicesMichael Ritterbrown, Vice President Instructional ServicesAlen Andriassian, Vice President Student ServicesBrittany Grice, Vice President Human ResourcesAngineh Baghoomian, Interim District Controller |
| **Senate:** | Alexandra Christy, Budget representative ± |
| **Guild:** | Michael Scott, Budget representative ±  |
| **CSEA:** | Nonah Maffit, CSEA President, Irina Shumakova (2025-26)  |
| **ASGCC:** [2] | Lilit Yerkanyan, ASGCC President; andClaris Boghosian, AS Vice President of Finance(also email agendas to asvpad@glendale.edu) |

Non-voting Members

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| --- | --- |
| **Resource:** Non-voting | Michael Dioquino, Associate Vice President for Technology and Innovation Stacy Jazan, Faculty Coordinator of Institutional Effectiveness ± |
| **Minutes Recorder:**Non-voting | Rosa Buford, Office of the Vice President of Administrative Services;published minutes are available in [Board Docs](https://go.boarddocs.com/ca/glendale/Board.nsf/Public)  |

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**COLLEGE COMPUTER COORDINATING**

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

Mission Statement

The mission of the College Computer Coordinating Committee (CCCC) is to develop, oversee, and review the implementation of campus-wide policy and planning efforts pertaining to the use of computers and information technology (IT) at Glendale Community College. The CCCC will:

1. act as a central focal point for input from all campus constituencies on computer and IT related issues
2. seek to identify and resolve computer policy problems
3. act as a communication conduit for computer and IT related issues and
4. advise the College Executive Committee on policy and planning matters pertaining to computer and IT usage at Glendale Community College

Voting Members

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| --- | --- |
| **Administration:** | **Chair:** Michael Dioquino, Associate Vice President for Technology and Innovation Michael Ritterbrown, Vice President Instructional ServicesDrew Yamanishi, Dean Student ServicesThatcher Weldon, Interim Administrative Dean Continuing EducationRamona Barrio-Sotillo, Associate Dean Continuing Education VACANT, Director Business Services |
| **Senate:** | Gevork Demirchyan (2025-26)  |
| **Guild:** | Luis Labra Bahena (2027-28) |
| **Joint Faculty:** | Piper Rooney (2024-25), Adina Lerner (2024-25), Jeremy Talaoc (2026-27) |
| **CSEA:** | Dana Nartea (2024-25), Carlos Kleeman (2024-25), Patrik Namagardi (2024-26), Afsaneh Abyari (2025-26) |
| **ASGCC:**[2]  | Levon Chaglasian, and Mane Asilbekyan(also email agendas to asvpad@glendale.edu) |

Non-voting Members

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| --- | --- |
| **Resource:**Non-voting  | Alen Andriassian, Vice President Student ServicesEdward Karpp, Dean Research. Planning & GrantsVACANT, Dean Library & Learning Support ServicesDaphne Dionisio, Program Manager of Accreditation & Institutional EffectivenessLauren Lampietti, Director of Network, Systems, and Support ServicesStanley Jung, I.T.S. Network Administrator  |
| **Minutes Recorder:**Non-voting | Diane Alvillar, Information Technology Department; published minutes are available in [Board Docs](https://go.boarddocs.com/ca/glendale/Board.nsf/Public) |

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**ENROLLMENT MANAGEMENT**

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

Mission Statement

The mission of the Enrollment Management Committee is to coordinate the efforts by which students are enrolled and class sections are offered in order to achieve maximum access, retention, and success. Such coordination will be executed in the context of the college’s Mission and Institutional Strategic Plan as well as fiscal and physical considerations.

Voting Members

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| --- | --- |
| **Administration:** [7] | **Co-Chair**, Edward Karpp, Dean Research, Planning & Grants**Co-Chair**, Drew Yamanishi, Dean of Student Services**Co-Chair**, Agnes Eguaras, Dean Instructional ServicesAlen Andriassian, Vice President of Student ServicesThatcher Weldon, Interim Administrative Dean Continuing & Community EducationMichelle Mora, Director Admissions and RecordsNancy Traynor, Curriculum & Scheduling Systems Manager |
| **Senate:**  | Cameron Hastings, Senate President ± |
| **Guild:** | Linette Gharibi (2026-27) |
| **CSEA:** [4] | Talia Guiragossian (2024-25), Afsaneh Abyari (2024-25), Agnes Eisaghalian (2024-26), Yelena Margaryan (2024-26) |
| **Division Chairs:** [15] | Biology, Javier GagoBusiness, Michael ScottEnglish, Francien RohrbacherESL, Credit, Zohara Kaye ESL, Noncredit, Margaret RicherHealth and Physical Education, Jon Gold Language Arts, Lourdes GirardiMathematics, Jeremy Talaoc Noncredit Business & Life Skills, Maria CzechPhysical Science, Sevada Chamras Social Science, Beth KronbeckStudent Services, Richard Cortes Technology & Aviation, Andrew FeldmanVisual & Performing Arts, Peter Green  |
| **ASGCC:**  | Carlos Matute, and Claris Boghosian(also email agendas to asvpad@glendale.edu) |

Non-voting Members

|  |  |
| --- | --- |
| **Resource:** Non-voting | Tzoler Oukayan, Dean Student AffairsFreddy Saucedo, Dean Career Education & Workforce DevelopmentDaphne Dionisio, Program Manager of Accreditation & Institutional EffectivenessDrew Sugars, Director of Communication RelationsVACANT, Dean, Library and Learning Resource Support ServicesPiper Rooney, Distance Education Coordinator  |
| **Minutes Recorder:**Non-voting | Gordon Lui, Office of Research, Planning & Grants; published minutes are available in [Board Docs](https://go.boarddocs.com/ca/glendale/Board.nsf/Public) |

**EQUAL EMPLOYMENT OPPORTUNITY**

Time & Location: 4th Thursday, 12:30 - 1:30 pm, contact Chair for location

Mission Statement

The mission of the EEO Committee is to promote diversity and ensure equitable treatment of all applicants and employees through education and compliance with federal/state laws, board policies, and established hiring procedures.

Voting Members

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| **Administration:** | **Chair**, Brittany Grice, Vice President Human Resources;Drew Yamanishi (2024-28) |
| **Senate:** | Edith Azizian (2024-25)  |
| **Guild:** | Rosemarie Shamieh (2025-26)  |
| **Joint Faculty:** | Arevik Mikaelian (2025-26), Victor Robles (2025-26),Sarah McLemore (2025-26), Luis Labra Bahena (2027-28),Janelle Delgado (2027-28)Sangita Dube, Equity Coordinator ± |
| **CSEA:** | Yvette Tejada (2025-26), Miriam Vasquez (2024-25) |
| **MaC:** | Andra Verstraete (2025-26) |
| **ASGCC: [2]** | Emily Kasumyan, and Alejandro Zammarripa(also email agendas to asvpad@glendale.edu) |

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| Non-voting  |  |
| **Resource:** Non-voting | Alen Andriassian, VP Student Services, Title IX  |

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| **Minutes Recorder:** | Frinna De La Cruz, Office of Human Resources; published minutes are available in [Board Docs](https://go.boarddocs.com/ca/glendale/Board.nsf/Public) |

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**GOVERNANCE REVIEW**

Time and Location:  1st Tuesday, 1:40 - 2:40 pm, SR 217

Zoom link: <https://glendale-edu.zoom.us/j/6974991293#success>

Mission Statement

1. Recommend revisions and updates of Administrative Regulation 2511, the Governance Document every 3 years or sooner as needed.
2. Ensure that Administrative Regulation 2511, the Governance Document and its committee structure are being followed properly.
3. Educate the campus community on Administrative Regulation 2511, the Governance Document and Governance policies.
4. Inform the College Executive Committee regarding any issues with adherence to Administrative Regulation 2511, the Governance Document.
5. Propose policies and regulations that affect the governance process.
6. Perform surveys as needed regarding the function of Governance.

Voting Members

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| --- | --- |
| **Senate:** | Cameron Hastings (2027-28)  |
| **Guild:** | **Chair**, Paul Vera (2024-25)  |
| **Joint Faculty:** | Cindy Pollack (2026-27), Hazel Ramos (2027-28) |
| **CSEA:** | Frankie Strong (2024-25), Alejandra Soto (2025-26) |
| **Administration:** | Andra Verstraete (2024-25) |
| **ASGCC:**  | Tamar Chavdarian, and Olivia Alatorre(also email agendas to asvpad@glendale.edu) |
| **Minutes Recorder:** | For minutes please contact the chair of this committee; published minutes are available in [Board Docs](https://go.boarddocs.com/ca/glendale/Board.nsf/Public) |

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**PROFESSIONAL DEVELOPMENT**

Time & Location:  In-Person: Sierra Vista (SV) 105

Zoom Link: <https://glendale-edu.zoom.us/j/85001280141>

Mission Statement

Our mission is to provide strategic leadership for a unified professional development program for Glendale College employees driven by a collaboration, a commitment to data-driven decision making, and continuous improvement and professional growth. We aim to empower employees with the knowledge, skills, and resources necessary to enrich the learning experience and support the development of every student in our institution. By fostering a community of dedicated professionals, we are dedicated to enhancing student success, promoting inclusivity, and advancing our instiutions mission of educational excellence.

Voting Members

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| **Senate:** | Leif Hopkins (2027-28)  |
| **Guild:** | George Tatevossian (27-28)  |
| **Joint Faculty:** | **Co-Chair**, Tiffany Ingle, Faculty Development Coordinator ±Lara Kartalian (2024-25), Heather Ramos (2027-28), Dave Hopkins (2027-28) |
| **CSEA:** | **Co-Chair**, Chris Franz Interim Classified Staff Development Coordinator ±, David Crawford (2024-25), Arpi Amirian (2024-25), Clare Little (2025-26),Sevada Avakian (2025-26), Ivet Ovsepyan (2025-26) |
| **Administration:** | Brittany Grice, Vice President Human Resources, Staff Development AdministratorVACANT, Dean Library, Faculty Development Administrator  |
| **MaC:** | Sydnee Risk (2024-25)  |
| **ASGCC:** [2] | Arineh Khachikian, and Emily Churukian(also email agendas to asvpad@glendale.edu) |
| **Minutes Recorder:** | Chris Franz, Faculty Development Office; published minutes are available in [Board Docs](https://go.boarddocs.com/ca/glendale/Board.nsf/Public)  |

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**RELEASED TIME/EXTRA PAY**

Time & Location: 4th Friday, 10:00 – 11:00 am, contact Chair for location

Mission Statement

The Released Time/Extra Pay Committee reviews faculty assignments that include duties beyond those normally required under the contract, and makes recommendations to the College Executive Committee.
Activities:

1. Approves new Released Time/Extra Pay positions
2. Reviews and approves new and revised job descriptions for appropriateness of duties, amount of released time/extra pay and minimum qualifications
3. Advertises released time/extra pay positions
4. Reviews the annual evaluation of Released Time/Extra Pay position incumbents
5. The Chair of the RTEP Committee convenes a hiring committee, consisting of a Senate, a Guild and an Administrative Representative, to fill vacant RTEP positions

**Chair:** Brittany Grice, Vice President Human Resources *(non-voting member per AR 7162)*

Voting Members

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| **Senate:** | Cindy Pollack (2025-26), Piper Rooney (2024-25) |
| **Guild:** | Michelle Stonis (2027-28); Julie Gamberg (2025-26)  |
| **CSEA:** | Sharis Davoodi (2025-26), Lyn Ribisi (2024-25) |
| **ASGCC: [2]** | Iren Abelian, and Lianna Avanessian(also email agendas to asvpad@glendale.edu) |
| **Administration:** | Michael Ritterbrown, Vice President Instructional ServicesAgnes Eguaras, Dean Instructional Services  |

Non-voting Members

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| **Resource:** Non-voting | Heidi Jenkins, Human Resources  |
| **Minutes Recorder:** | Frinna De La Cruz, Office of Human ResourcesFor minutes please contact the chair of this committee; published minutes are available in [Board Docs](https://go.boarddocs.com/ca/glendale/Board.nsf/Public) |

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**STUDENT EQUITY & ACHIEVEMENT (SEA) COMMITTEE**

Time & Location:  Meets as needed

Mission Statement

The Student Equity and Achievement (SEA) Committee reviews and makes recommendations to the College Executive Committee on institutional policies, procedures, and practices to advance the achievement of all students with an emphasis on eliminating achievement gaps for students from traditionally underrepresented groups through the following priorities:

1. Implementing Guided Pathways activities and practices pursuant to the District Institutional Strategic Plan.
2. Ensuring that students complete their educational goals and defined course of study through the implementation of orientation, counseling and advising, referral to specialized support services, and other education planning services.
3. Providing quality curriculum, instruction, and support services to incoming students who are underprepared in English and mathematics to ensure that these students complete a course of study in a timely manner.

Meetings of this committee shall be open and may be attended by all interested parties.

Voting Members

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| **MaC:**  | **Chair**, Yeranui Barsegyan*,* Program Manager III for SEA |
| **Senate:** | Jacqueline Vega Lopez (27-28) |
| **Guild:** | Michelle Calderwood (2024-25) |
| **Joint Faculty:** [10] | Zo Kaye, Credit ESL (2026-27)Tiffany Ingle, Noncredit ESL (2026-27)Michael Davis, Mathematics (2026-27)Maria Czech, Noncredit Business (2025-26)Richard Cortes, Student Services (2026-27)Francien Rohrbacher, English (2026-27)Jeremy Talaoc, Basic Skills (noncredit or credit) (2026-27)Kevin Dimatulac, Credit Student Success and Support (2026-27)Julie Gamberg, Student Equity (noncredit or credit) (2026-27)Kim Perner, Noncredit Student Success and Support (2026-27) |
| **CSEA:** | Kim Weissman (2025-26), Susie Moran (2024-25) |
| **Administration:** | Vice President of Student Services, Alen AndriassianVice President of Instruction, Michael RitterbrownDean of Student Services, Drew Yamanishi |
| **ASGCC:** [2] | Emily Churukian, and Mane Asilbekyan(also email agendas to asvpad@glendale.edu) |
| **Minutes Recorder:** | For minutes please contact the chair of this committee; published minutes are available in [Board Docs](https://go.boarddocs.com/ca/glendale/Board.nsf/Public) |

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| **INSTITUTIONAL PLANNING COORDINATION\*** |

Time and Location:  2nd Monday 12:15 - 1:30 pm, AD 121
*This committee meets during intersessions.*

Mission Statement

The IPCC (Institutional Planning Coordination Committee) models and monitors continuous quality improvement to ensure institutional effectiveness.

The committee oversees college planning and program review; assesses the effectiveness of planning; makes recommendations for sustained quality improvement; develops strategies to promote college-wide dialogue and participation in the integrated planning process; and identifies trends that reveal institutional and student needs.

These objectives are achieved by the strategic use of institutional data (including program review), accreditation standards, federal and state regulations, input as guiding principles for assessing institutional effectiveness.

*Committee composition determined by Administrative Regulation 2511, Governance Document.*

Voting Members

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| --- | --- |
| **Chair:** | Edward Karpp, Dean Research, Planning & Grants*votes only in the event of a tie* |
| **MaC:** | **Co-Chair:** Daphne Dionisio, Program Manager of Accreditation & Institutional Effectiveness |
| **Senate:** | Cameron Hastings, Senate President  |
| **Guild:** | Richard Kamei, Guild President |
| **Joint Faculty:**[2] | Maria Czech (2024-25), Garfield Faculty memberHazel Ramos (2027-28) |
| **Other Faculty:**Seats related to Released Time | Stacy Jazan, Faculty Coordinator of Institutional Effectiveness ±Paul Vera, Curriculum & Instruction Coordinator ±Yvette Ybarra, SLO Coordinator ± |
| **CSEA:**[2] | Nonah Maffit, CSEA PresidentDavid Crawford (2025-26) |
| **Administration:**[7] | Brittany Grice, Vice President Human ResourcesAmir Nour, Interim Vice President Administrative ServicesMichael Ritterbrown, Vice President Instructional Services Alen Andriassian, Vice President Student ServicesMichael Dioquino, Associate Vice President for Technology and InnovationThatcher Weldon, Interim Administrative Dean Continuing EducationAarin Edwards designee (Ramona Barrio-Sotillo), Associate Dean Continuing Education |
| **ASGCC:** [2] | Laura Ghazaryan, and Lianna Avanessian(also email agendas to asvpad@glendale.edu) |

Membership continued on next page.

Non-voting Members

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| **Resource:** Non-voting | David Yamamoto, SLO Database Coordinator ±Tiffany Ingle, Guided Pathways Faculty Coordinator Melissa Malandrakis, Guided Pathways Classified Staff CoordinatorKevin Meza, Guided Pathways Student Services Coordinator |
| **Minutes Recorder:**Non-voting | Gordon Lui, Office of Research, Planning & Grants; published minutes are available in [Board Docs](https://go.boarddocs.com/ca/glendale/Board.nsf/Public) |

*The Institutional Planning Coordination Committee is one of the five Standing Committees.*

*Subcommittees reporting to the Institutional Planning Coordination Committee include: Program Review, and Strategic Planning.*

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**PROGRAM REVIEW**

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

Mission Statement

Program Review will develop effective processes, tools, validation, and guidance for all programmatic self-assessment at Glendale Community College. The self-assessment process will become the foundation upon which programs advocate for educational excellence and improvement of student success.

The product of validated self-assessment will provide fundamental information for college wide decision-making and resource allocation. Through a regular scanning of the internal and external environment, the program review process will continually improve and adjust to the changing needs of all college programs.

Aligning the Program Review process with the college’s Mission Statement, Institutional Strategic Plan, and the Standards for Accreditation will direct all assessment toward student learning.

Voting Members

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| **MaC:** | **Co-Chair**, Daphne Dionisio, Program Manager of Accreditation & Institutional Effectiveness |
| **Senate:** | **Co-Chair**, Stacy Jazan, Faculty Coordinator of Institutional Effectiveness  |
| **Guild:** | Ben Salazar (2027-28) |
| **Joint Faculty:**  | Rosemarie Shamieh (2026-27), Hazel Ramos (2027-28) |
| **CSEA:**  | Frankie Strong (2025-26), Ann Simon (2024-25) |
| **Administration:** | Ed Karpp, Dean of Research, Planning, and Grants  |
| **ASGCC:** [2] | Liddia Khanheldian, and Eric Tsaturyan(also email agendas to asvpad@glendale.edu) |

Non-voting Members

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| --- | --- |
| **Resource:** Non-voting | Lauren Lampietti, I.T. Yvette Ybarra, Learning Outcomes Faculty Coordinator ±Paul Vera, Curriculum & Instruction Faculty Coordinator ± |
| **Minutes Recorder:**Non-voting | Gordon Lui, Office of Research, Planning and Grants; published minutes are available in [Board Docs](https://go.boarddocs.com/ca/glendale/Board.nsf/Public) |

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**STRATEGIC PLANNING TEAM A**

Time & Location: Meets once per semester, contact Chair for location

Mission Statement

The Strategic Planning Committee is responsible for developing the Institutional Strategic Plan. The committee, in coordination with the Planning Resource Committee (Team B) has the following five responsibilities:

1. Review the college mission statement every three years
2. Develop and track implementation of the Institutional Strategic Plan
3. Recommend Annual Goals to the College Executive Committee
4. Review institutional plans
5. Incorporate results of program review into planning

Voting Members

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| **Admin. Rep:** |

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| **Chair**, Edward Karpp | Dean of Research, Planning & Grants |

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| **Senate:** | Cameron Hastings, Academic Senate President ± |
| **Guild:** | Richard Kamei, Guild President ± |
| **Joint Faculty:** |

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| --- | --- |
| Cindy Pollack (2027-28) | Academic Senate Appointee |
| Hazel Ramos (2027-28) | Academic Senate Appointee |
| Sangita Dube (2026-27) | Academic Senate Appointee |
| Tiffany Ingle (2025-26) | Academic Senate Appointee |
| Stacy Jazan | Faculty Coordinator of Institutional Effectiveness |
| Javier Gago | Division Chair, Biology |
| Michael Scott | Division Chair, Business |
| Richard Cortes | Division Chair, Student Services |
| Francien Rohrbacher | Division Chair, English |
| Zohara Kaye | Division Chair, Credit ESL |
| Margaret Richer | Division Chair, NC ESL |
| Jon Gold | Division Chair, Health & PE |
| Michelle Ramirez  | Division Chair, Health Sciences |
| Lourdes Girardi | Division Chair, Language Arts |
| Jeremy Talaoc | Division Chair, Mathematics |
| Maria Czech | Division Chair, NC Business & Life Skills |
| Sevada Chamras | Division Chair, Physical Science |
| Beth Kronbeck | Division Chair, Social Sciences |
| Andrew Feldman | Division Chair, Tech. & Aviation |
| Peter Green | Division Chair, Visual & Performing Arts |
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| **CSEA:** [4] |

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| Nonah Maffit (2024-25)Iveta Ovsepyan (2025-26) | Sevada Avakian (2025-26)Saodat Aziskhanova (2024-25) |

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| **Administration:** |

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| --- | --- |
| Ryan Cornner | Superintendent/President |
| Brittany GriceAmir Nour | Vice President, Human ResourcesInterim VP, Administrative Services |
| Michael Ritterbrown | VP, Instructional Services |
| Alen Andriassian | VP, Student Services |
| Thatcher Weldon | Interim Administrative Dean Continuing & Community Ed. |
| Ramona Barrio-Sotillo | Associate Dean Continuing Education |
| Elmira Nazaryan | Director EOPS |
| Freddy Saucedo | Dean Career Education & Workforce Development |
| *Membership continued* Drew Yamanishi | Dean Student Services |
| Michael Dioquino | Associate Vice President for Technology and Innovation |
| Agnes Eguaras | Dean Instructional Services |
| Michelle Mora | Director Admissions & Records |
| Tzoler Oukayan | Dean Student Affairs |
| Giselle Gamino | Interim Associate Dean Financial Aid |
| Val Dantzler | Human Resources Manager |
| Shauna Hagemann | Director Disabled Student Programs & Services |
| Toni Reyes | Director Health Services |
| VACANT | Dean Library & Learning Support Services  |
|  |  |

 |
| **MaC:** | Daphne Dionisio, Program Manager of Accreditation & Institutional Effectiveness |
| **ASGCC:[3]** | Masaki Sannomiya, and Anahit Nazloyan(also email agendas to asvpad@glendale.edu) |
| **Minutes Recorder:** | For minutes please contact the chair of this committee; published minutes are available in [Board Docs](https://go.boarddocs.com/ca/glendale/Board.nsf/Public) |

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| **ACADEMIC AFFAIRS\*** |

Time & Location: 3rd Wednesday, 2:00-4:00 pm

Mission Statement

The Academic Affairs Committee recommends plans, policies, and procedures to the College Executive Committee in support of the instructional activities of the college.
Activities:

1. Develops the instructional component of the Institutional Strategic Plan
2. Prioritizes budget recommendations for the instructional area
3. Establishes the academic calendar in cooperation with the Guild
4. Works cooperatively with the Academic Senate regarding graduation requirements
5. Works with the Library to develop instructional resources
6. Establishes and regulates Study Abroad programs
7. Guides management of the Baja Field Studies Program
8. Oversees the Scholars Program
9. Works with the College Computer Coordination Committee (4Cs) to meet the technological needs of instruction
10. Submits recommendations in areas of curricular and academic standards to the Academic Senate for concurrent review and recommendation to the College Executive Committee, as appropriate.

*Committee composition determined by Administrative Regulation 2511, Governance Document.*

|  |  |
| --- | --- |
| **Chair:** | Michael Ritterbrown, Vice President Instructional Services *votes only in the event of a tie* |
| **Senate:** | Cameron Hastings, Academic Senate President  |
| **Guild:** | Richard Kamei, Guild President |
| **Joint Faculty:** | Piper Rooney (2024-25), Adina Lerner (27-28), Paolo Banaag (27-28)  |
| **CSEA:** | Frezoli Gille (2026-27), Yvonne Bernal (2025-26)  |
| **C & I Co-Chair:** | Paul Vera, C & I Coordinator ±  |
| **Articulation Officer:** | Bridget Bershad ± |
| **Division Chairs:** | Biology, Javier Gago; Business, Michael Scott;English, Francien Rohrbacher;ESL, Zohara Kaye; Kinesiology, Jon Gold;Language Arts, Lourdes Girardi; Mathematics, Jeremy Talaoc;Noncredit Business & Life Skills, Maria Czech;Noncredit ESL, Margaret Richer; Physical Science, Sevada Chamras; Social Sciences, Beth Kronbeck; Student Services, Richard Cortes;Technology & Aviation, Andrew Feldman; Visual & Performing Arts, Peter Green |
| **Administration:** [10] | *7 Administrators from Instructional Services:* Agnes Eguaras, Dean Instructional ServicesThatcher Weldon, Interim Administrative Dean Continuing & Community EducationFreddy Saucedo, Dean Career Education & Workforce Development Edward Karpp, Dean Research, Planning & GrantsVACANT, Dean Library and Learning Support Services Michelle Ramirez, Interim Associate Dean of Nursing SciencesDrew Yamanishi, Dean Student ServicesNancy Traynor, Curriculum & Scheduling Systems Manager Angineh Baghoomian, Administrative Services Michael Dioquino, Associate Vice President for Technology and Innovation |
| **MaC:** | Hasmik Sarkissian (2024-25) |
| **ASGCC: [3]** | Alexi Alexandrian, Levon Chaglasian, and Laura Ghazaryan(also email agendas to asvpad@glendale.edu) |
| **Minutes Recorder:** | Hasmik Sarkissian, Office of the Vice President of Instruction; published minutes are available in [Board Docs](https://go.boarddocs.com/ca/glendale/Board.nsf/Public) |

Non-voting Members

|  |  |
| --- | --- |
| **Resource:** Non-voting | Vice President Student Services, Alen AndriassianInterim Director Financial Aid, Giselle GaminoDirector Admission & Records, Michelle MoraProgram Manager of Accreditation & Institutional Effectiveness, Daphne DionisioLibrary & Learning Center, Adina LernerLearning Outcomes Coordinator, Yvette Ybarra Governance Office, Frankie Strong  |

*The Academic Affairs Committee is one of the five Standing Committees.*

*Subcommittees reporting to the Academic Affairs Committee include:*

*Academic Calendar, Baja Program, Graduation Requirements, Library and Information Competency, Scholars Program, and Study Abroad.*

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**ACADEMIC CALENDAR**

Time & Location: As needed. Contact Chair for dates, time and location.

Mission Statement

The Academic Calendar Committee shall recommend to the District, annual college calendars that support the pedagogical, and operational needs of students, faculty, and staff, within the framework of the negotiated agreements between the collective bargaining units and the District.

 Voting Members

|  |  |
| --- | --- |
| **Senate:** | Shelley Thai (2024-25)  |
| **Guild:** | **Chair:** Mike Allen (2026-27) |
| **CSEA:** | Daisy Lovo (24-26) |
| **Administration:** | Michelle Mora, Director Admissions & Records |
| **ASGCC:**  | Hasmik Khachatryan, Ryan Avakian(also email agendas to asvpad@glendale.edu) |
| **Minutes Recorder:** | For minutes please contact the chair of this committee; published minutes are available in [Board Docs](https://go.boarddocs.com/ca/glendale/Board.nsf/Public) |

Non-voting Members

|  |  |
| --- | --- |
| **Resource:** Non-voting | Nancy Traynor, Curriculum & Scheduling Systems Manager |

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**BAJA PROGRAM**

Time & Location:  Meets twice per academic year.  Contact Chair for date, time and location.

Mission Statement

The Baja Program Committee provides advice in all aspects of the Baja Field Studies Program.

Voting Members

|  |  |
| --- | --- |
| **Senate:** | Anna Grygoruk (2026-27)                     |
| **Guild:** | Amber Bratcher-Covino (2026-27) |
| **Joint Faculty:** | **Chair**, Maria Kretzmann, Baja Field Studies Program Director ±Laura Matsumoto, High Tech Center;Simon Mirzayan (2025-26), Julie Gamberg (2025-26)Jeremy Lewis (2027-28), Gerardo Monterrubio (2024-25) |
| **CSEA:** | Sarah White (2025-26) |
| **Administration:** | Agnes Eguaras, Dean Instructional Services |
| **ASGCC:** [2] | Tamar Chavdarian, and Alex Kalantryan(also email agendas to asvpad@glendale.edu) |
| **Minutes Recorder:** | Contact the chair for minutes; published minutes are available in [Board Docs](https://go.boarddocs.com/ca/glendale/Board.nsf/Public) |

Non-voting Members

|  |  |
| --- | --- |
| **Resource:** Non-voting | Javier Gago, Biology Faculty |

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**GRADUATION REQUIREMENTS**

Time & Location: As needed. Contact Chair for dates, time and location.

Mission Statement

The mission of the Graduation Requirements Committee is to evaluate various proposals for changes or additions to the Glendale Community College graduation requirements and to make recommendations to the Academic Senate.

Voting Members

|  |  |
| --- | --- |
| **Administration:** | **Chair**, Agnes Eguaras, Dean Instructional ServicesDrew Yamanishi, Dean Student Services |
| **Senate:** | Sona Donayan (2025-26)  |
| **Guild:** | Molly Mercer (2025-26)  |
| **Joint Faculty:** | Jeremy Talaoc (2027-28), Martha Cuevas (2025-26), Juan Huezo (2025-26), Bridget Bershad (2026-27)  |
| **CSEA:** | Olga Tovar (2025-26), Yvonne Bernal (2024-25)  |
| **ASGCC:**  | Alejandro Zamarripa, Eric Tsaturyan(also email agendas to asvpad@glendale.edu) |
| **Minutes Recorder:** | For minutes please contact the chair of this committee; published minutes are available in [Board Docs](https://go.boarddocs.com/ca/glendale/Board.nsf/Public) |

Non-voting Members

|  |  |
| --- | --- |
| **Resource:** Non-voting | Michelle Mora, Director Admissions & RecordsFrancien Rohrbacher, Curriculum & InstructionJolie Morris, Catalog |

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**LIBRARY & INFORMATION COMPETENCY**

Time & Location: 4th Thursday, 12:30 - 1:30 pm, LB 313

Mission Statement

The mission of the Library and Information Competency Committee, a governance committee at Glendale Community College, is:

1. To advise on library policies, practices, and problems presented to the committee;
2. To assess the impact of changes, innovations, and technological developments on services and resources for library users;
3. To advocate the central role of the library to the college community;
4. To communicate library information to each committee member’s constituencies;
5. To recommend methods of improving library services, resources, and instructional outreach;
6. To further the goals of information competency as defined by the Board of Governors and the Academic Senate of the California Community Colleges within the GCC learning community.

Voting Members

|  |  |
| --- | --- |
| **Senate:** | Shant Shahoian (2027-28)  |
| **Guild:** | **Chair**, Becka Cooling (2026-27)  |
| **Joint Faculty:** | Katy Klassmyer (2024-25), Diane Murray (2025-26), Romy Griepp (2026-27), Mandy Nezami (2027-28), Mirna Najera (2027-28) |
| **CSEA:** | Elena Grigorian (2024-25), Angela Khachikian (2025-26) |
| **Administration:** | VACANT, Dean Library & Learning Support Services |
| **ASGCC:**[2] | Liana Issaian, and Ryan Avakian(also email agendas to asvpad@glendale.edu) |

Non-voting Members:

|  |  |
| --- | --- |
| **Resource:** | Richmond Leung, Library Public Services Manager |
| **Minutes Recorder:** | Elena Grigorian, Library & Information Servicespublished minutes are available in [Board Docs](https://go.boarddocs.com/ca/glendale/Board.nsf/Public) |

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**SCHOLARS** [**PROGRAM**](http://www.glendale.edu/staff/governance/bluelist/index.htm#top)

Time & Location:  3rd Thursday, 12:30 - 1:30 pm, LB 210

Mission Statement

The Scholars Program Committee is dedicated to the well-being of the students in the Scholars Program, as well as to the faculty, staff, and administrators that serve and support them. The Committee’s main roles are:

1. To ratify policies and procedures of the Program as proposed and approved by the Scholars Cabinet, amending them as needed and according to Committee votes on motions;
2. To monitor course offerings, program policies, and other aspects of students’ well-being and advise ways to maintain them at high levels consistent with the Scholars Program Mission Statement;
3. To report development to Academic Affairs and other relevant constituencies, such as divisions, administration, and staff.

Voting Members

|  |  |
| --- | --- |
| **Senate:** | **Chair**, Michael Harnett, Scholars Program Director ±  |
| **Guild:** | Luis Labra Bahena (2024-25) |
| **Joint Faculty:** | Tanya Baronian (2025-26), Sara Sadeghilar (2027-28) |
| **Division Chairs:** | Maria Kretzmann, Biology (Designee)Chris Juzwiak, English (Designee)Charlotte Schulten, Mathematics (Designee)Marcus Afshar, Physical Science (Designee) |
| **CSEA:** | Paola Reeser (2024-25)    |
| **Administration:** | Agnes Eguaras, Dean Instructional Services |
| **ASGCC:** [2] | Arineh Khachikian, and Shirag Derbedrosian(also email agendas to asvpad@glendale.edu) |

Non-voting Members

|  |  |
| --- | --- |
| **Resource:** Non-voting | Scholars student organization President |
| **Minutes Recorder:** | Scholars student organization SecretaryFor minutes please contact the chair of this committee; published minutes are available in [Board Docs](https://go.boarddocs.com/ca/glendale/Board.nsf/Public) |

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**STUDY ABROAD**

Time & Location: 4th Thursday, 12:20 - 1:30 pm, SR 328

Mission Statement

The primary goal of the Glendale Community College Study Abroad Program is to provide international educational opportunities and encourage the internationalization of campus-wide curricula for a diverse student population.  The program helps students achieve their educational and career goals by:

1. Encouraging international perspectives throughout the instructional program that promote an understanding of the diversity of the human experience.
2. Providing opportunities for Glendale Community College students to take credit courses suited to an international destination with a focus on transfer and associate degree credit courses.
3. Providing opportunities for staff and faculty to participate in cross-cultural training through international instructional opportunities that encourage innovative learning experiences, appreciation of cultural diversity, and cooperation across disciplines.
4. Promoting student success by providing unique opportunities for students to learn and apply strategies for increasing their communication and critical thinking skills, while promoting global awareness and personal responsibility.
5. Offering the community educational opportunities for personal improvement by providing learning opportunities that satisfy intellectual curiosity and provide knowledge about and appreciation of our universe.

Voting Members

|  |  |
| --- | --- |
| **Senate:** | Cameron Hastings (2025-26)  |
| **Guild:** | Zo Kaye (2025-26)  |
| **Joint Faculty:** | **Chair**, Kevin Mack, Study Abroad Director ±Emily Shartrand (2027-28), Kim Foong Chong (2026-27) |
| **CSEA:** | Nancy Yaldizian (2025-26)  |
| **Administration:** | Agnes Eguaras, Dean Instructional Services |
| **MaC:** | Ani Keshishian (2026-27) |
| **ASGCC:** [2] | Sosie Berg, and Aren Sepanian(also email agendas to asvpad@glendale.edu) |
| **Minutes Recorder:** | For minutes please contact the chair of this committee; published minutes are available in [Board Docs](https://go.boarddocs.com/ca/glendale/Board.nsf/Public) |

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| **STUDENT AFFAIRS\*** |

Time & Location: 3rd Wednesday, 1:00 - 2:00 pm, AD 217

Mission Statement

The Student Affairs Committee recommends plans, policies, and procedures to the College Executive Committee in support of the student services that assist students in attaining their educational objectives.

Activities:
1.      Develops the Student Services component of the College's various Institutional Plans
2.      Prioritizes budget recommendations for the Student Services area
3.      Reviews and recommends policies and regulations relating to students
4.      Oversees the effectiveness of Student Services
5.      Promotes a more student-friendly learning and social environment

*Committee composition determined by Administrative Regulation 2511, Governance Document.*

Voting Members

|  |  |
| --- | --- |
| **Chair:** | Alen Andriassian, Vice President Student Services *votes only in the event of a tie* |
| **Division Chair:** | Richard Cortes, Student Services Division Chair |
| **Senate:** | Tanner Farwell (2027-28)  |
| **Guild:** | Jennie Quinonez-Skinner (27-28)  |
| **Joint Faculty:**[7] | Kevin Dimatulac (2025-26), Vanessa Abcede (2027-28), Bridget Bershad (27-28), Samantha Garagliano (2024-25), Kimberli Perner (2027-28), Megan Torrey-Payne (27-28) Kassandra Wilson (27-28), |
| **CSEA:** | Ani Mnasaghanian (2025-26), Susie Moran (2024-25)  |
| **Administration:**[10] | Michelle Mora, Director Admission & RecordsDrew Yamanishi, Dean Student ServicesTzoler Oukayan, Dean Student AffairsGiselle Gamino, Interim Associate Dean Financial AidToni Reyes, Director Health ServicesElmira Nazaryan, Director EOPSShauna Hagemann, Program Manager, DSPSGary Karen Shamoyan, Student Outreach Services ManagerRamona Barrio-Sotillo (2026-27) Instructional Services representativeEd Karpp (2026-27), Administrative Services representative  |
| **MaC:** | Andra Verstraete (2027-28) |
| **ASGCC: [3]** | Isabelle Karayan, Carlos Matute, and Lilit Yerkanyan(also email agendas to asvpad@glendale.edu)  |

Non-voting Members

|  |  |
| --- | --- |
| **Resource:** Non-voting | Yeranui Barsegyan, Student Equity Program ManagerAndre Manukyan, Student Basic Needs Program ManagerFrankie Strong, Governance Office Coordinator |
| **Minutes Recorder:**Non-voting | Heather Glenn, Office of the Vice President of Student Services; published minutes are available in [Board Docs](https://go.boarddocs.com/ca/glendale/Board.nsf/Public) |

*The Student Affairs Committee is one of the five Standing Committees.*

*Subcommittees reporting to the Student Affairs Committee include:*

*Placement and Assessment, International Students, and Student Fees and Tuition.*

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**INTERNATIONAL STUDENTS**

Time & Location: Meets once per academic year. Contact Chair for dates, time and location.

Mission Statement

The International Students Committee recommends policies, guidelines, and actions to the Student Affairs Committee on behalf of the College’s international (F-1 Visa) students. These policies and guidelines may include, but are not limited to the following areas: admissions and enrollment; academic counseling and immigration advising; student activities and programming; tuition and fees; health insurance coverage; and other related issues which directly impact the successful enrollment and retention of international students at the College.

Voting Members

|  |  |
| --- | --- |
| **Senate:** | Chris Juzwiak (2025-26) |
| **Guild:** | **Chair**: Murray Stach (2024-25)  |
| **Joint Faculty:** | Julie Gamberg (2027-28), Nairy Bouyadjian (2025-26), Gerardo Monterrubio (2024-25) |
| **CSEA:** | Lyn Ribisi (2024-25), Sarah White (2025-26) |
| **Administration:** | Drew Yamanishi, Dean Student ServicesMarie Elguira, Interim Director International Student CenterMichelle Mora, Director Admissions & Records Tzoler Oukayan (2025-26)  |
| **ASGCC:**  | Masaki Sannomiya, Alex Kalantaryan(also email agendas to asvpad@glendale.edu) |
| **ISA President:** | Syed Obaid Ur Rehman Bukhari  |

Non-voting Members

|  |  |
| --- | --- |
| **Resource:** Non-voting | Ilona Movsesyan, International Student CenterArmenuhi Andzhu, International Student CenterRichard Cortes, Student Services Division ChairNairy Bouyadjian, Counselor Andra Verstraete, Student Employment Services Nusha Shishegar, Senior Coordinator International Student Center |
| **Minutes Recorder:** | For minutes please contact the chair of this committee; published minutes are available in [Board Docs](https://go.boarddocs.com/ca/glendale/Board.nsf/Public) |

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**PLACEMENT & ASSESSMENT**

Time & Location: Meets twice per semester. 2nd Thursday, 2:00 - 3:00 pm, AD 121

Mission Statement

The Placement and Assessment Committee in cooperation with Institutional Research ensures that the placement process meets local and State standards and validations to facilitate student success.

Voting Members

|  |  |
| --- | --- |
| **Administration:** | **Chair**, Drew Yamanishi, Dean Student ServicesMichelle Mora, Director Admissions & RecordsMarie Elguira, Interim Director International Student Center Andra Verstraete, Program Manager Student Services |
| **Senate:** | Tom Gutierrez (2025-26) |
| **Guild:** | Dave Hopkins (2027-28) |
| **Joint Faculty:** | Dulce Salcedo Lopez (2026-27), Zo Kaye (2026-27); Francien Rohrbacher (2027-28), Jessica Groper (2024-25),Paolo Banaag (2024-25),Sevana Khodagholian (2027-28), Jesus Carino (2027-28) |
| **CSEA:** | Talia Guiragossian (25-26), Armine Mnatsakanyan (2024-25)      |
| **MaC:** | Tzoler Oukayan, Dean Student Affairs |
| **ASGCC:** [2] | Iren Abelian, and Lena Markosian(also email agendas to asvpad@glendale.edu) |
| **Minutes Recorder:** | Contact the chair for minutes; published minutes are available in [Board Docs](https://go.boarddocs.com/ca/glendale/Board.nsf/Public) |

Non-voting Members

|  |  |
| --- | --- |
| **Resource:** Non-voting | Edward Karpp, Dean Research, Planning & Grants |

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**STUDENT FEES & TUITION**

Time & Location: 2nd Wednesday, 2:00 – 3:30 pm, AD 121
*This committee meets during intersessions.*

Mission Statement

The Mission of the Student Fees Committee is to review, evaluate and recommend all student fees for appropriateness and equity and to ensure that they are compliant with Title V.

Voting Members

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| --- | --- |
| **Administration:** | **Chair**, Amir Nour, Interim Vice President Administrative Services Giselle Gamino, Interim Associate Dean Financial AidMichelle Mora, Director Admissions & RecordsMarie Elguira, Interim Director International Student Center |
| **Senate:** | Ethan White (27-28)  |
| **Guild:** | Cecilia Nicholas Javier (2025-26)  |
| **CSEA:** | Karmen Mirzoyan (2025-26), Armenuhi Andzhu (2024-25)  |
| **ASGCC:** [2] | Kelin Minasian, Diego Rodriguez(also email agendas to asvpad@glendale.edu) |

Non-voting Members

|  |  |
| --- | --- |
| **Resource:****Minutes Recorder:**Non-voting | Drew Yamanishi, Dean Student ServicesChristine Reiner, Administrative Services Office; published minutes are available in [Board Docs](https://go.boarddocs.com/ca/glendale/Board.nsf/Public) |

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| **ADMINISTRATIVE AFFAIRS** |

Time & Location: 2nd Tuesday, 11:00 am - 12:20 pm,
Zoom link: <https://glendale-edu.zoom.us/j/81405689761>

Mission Statement

The Administrative Affairs Committee recommends plans, policies, and procedures to the College Executive Committee to ensure the proper and efficient administrative operation of the District.

Activities:

1. Develops the administrative Services component of the Institutional Strategic Plan.
2. Prioritizes budget recommendations for the Administrative Services area.
3. Develops plans, policies and procedures for facilities planning, renovation and maintenance.
4. Develops plans, policies and procedures for the parking operation of the District
5. Develops plans, policies and procedures for the safe operation of the District.
6. Develops and reviews Board Policies and Administrative Regulations relative to the Administrative, Human Resources and Business operations of the District.

*Committee composition determined by Administrative Regulation 2511, Governance Document.*

Voting Members

|  |  |
| --- | --- |
| **Chair:** | Amir Nour, Interim Vice President Administrative Services *votes only in the event of a tie* |
| **Senate:** | Robyn Fishman (2025-26)  |
| **Guild:** | Caroline Hallam (2027-28)  |
| **Joint Faculty:** | Jonn Aque (2024-25), Roger Bowerman (2024-25) |
| **CSEA:**[3] | Nusha Shishegar (2025-26), Irina Shumakova (2025-26),Sevada Avakian (2025-26) |
| **Administration:**[6] | Brittany Grice, Vice President Human Resources Michael Ritterbrown, Vice President Instructional ServicesShauna Hagemann, Director Disabled Student Programs & Services Patrick Shahnazarian, Maintenance & Operations ManagerGary Montecuollo, Chief College PoliceRamona Barrio-Sotillo, Associate Dean Continuing Education |
| **MaC:** | Heidi Jenkins (2027-28)  |
| **ASGCC:** [2] | Isabelle Karayan, and Anahit Nazloyan(also email agendas to asvpad@glendale.edu) |
| **Minutes Recorder:**Non-voting | Rosa Buford, Office of the Vice President of Administrative Servicespublished minutes are available in [Board Docs](https://go.boarddocs.com/ca/glendale/Board.nsf/Public) |
| **Resource:** Non-voting | Alen Andriassian, Vice President Student Services |

*The Administrative Affairs Committee is one of the five Standing Committees.*

*Subcommittees reporting to the Administrative Affairs Committee include:*

*Campus Development, Environmental Affairs, and Safety.*

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**CAMPUS DEVELOPMENT**

Time & Location: 1st Thursday, 12:30 - 1:30 pm, HS 214
*This committee may meet during intersessions.*

 Mission Statement

The mission of the Campus Development Committee is to provide input into decisions relating to the function and appearance of the District's facilities.  The Committee reviews the annual Five-year Capital Construction Plan, the Scheduled Maintenance Plan, oversees the periodic review of the District's Facilities Master Plan and, as need, establishes a Facilities Task Force to address specific facility needs.  The committee also has the responsibility of allocating funds, as determined by the annual budget process, for minor renovations and upgrades.

|  |  |
| --- | --- |
| **Administration:** | **Chair**, Patrick Shahnazarian, Maintenance & Operations ManagerBrittany Grice, Vice President Human ResourcesMichael Ritterbrown, Vice President Instructional Services Alen Andriassian, Vice President Student ServicesGary Montecuollo or designee, Glendale College PoliceRamona Barrio-Sotillo, Associate Dean Continuing EducationTzoler Oukayan, Dean Student AffairsShauna Hagemann, Program Manager Disabled Student Programs & Services  |
| **Senate:** | Jeremy Talaoc (2025-26)  |
| **Guild:** | Susie Chin (2025-26)  |
| **Joint Faculty:** | Kyla Hansen (2025-26), Megan Torrey-Payne (2027-28), Dana Marterella (2024-25) |
| **CSEA:** | Arpi Amirian (2025-26), Chris Franz (2024-25) |
| **ASGCC:**[2] | Francisco Corletto, and Lena Markosian(also email agendas to asvpad@glendale.edu) |

Non-voting Members

|  |  |
| --- | --- |
| **Resource:** Non-voting | Ryan Cornner, Superintendent/PresidentAmir Nour, Interim Vice President Administrative ServicesSilva Sorkazian, Interim Facilities Project Manager Guido Girardi, Visual & Performing Arts Production ManagerVACANT, Director Business Services |
| **Minutes Recorder:**Non-voting | Rubina Hairapetian, Facilities Departmentpublished minutes are available in [Board Docs](https://go.boarddocs.com/ca/glendale/Board.nsf/Public)  |

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**ENVIRONMENT & SUSTAINABILITY**
Time & Location: 1st Wednesday, 12:20 - 1:30 pm, HS 214

 Mission Statement

The mission of the Environment & Sustainability Committee is to raise campus awareness of sustainability and support the implementation of sustainable practices across the college campuses.

Activities:

Our goal is to integrate environmental awareness into all aspects of campus life, including facilities, curriculum, purchasing, and transportation.

The Environment & Sustainability Committee is a subcommittee of and reports to the Administrative Affairs Committee and sends all appropriate items to this standing committee for approval and further action.

Voting Members

|  |  |
| --- | --- |
| **MaC:** | **Chair,** Patrick Shahnazarian, Maintenance & Operations Manager  |
| **Senate:** | Danny Kono (2026-27) |
| **Guild:** | Matt Braaten (2025-26)  |
| **Joint Faculty:** | Rachel Ridgway (2024-25), Ali Jabalameli (2025-26) |
| **CSEA:** | Clare Little (2025-26),Sarah White (2024-25) |
| **Administration:** | VACANT, Director Facilities VACANT (17-18) |
| **ASGCC:**[2] | Carlos Matute, and Kelin Minasian(also email agendas to asvpad@glendale.edu)  |

Non-voting Members

|  |  |
| --- | --- |
| **Resource:** Non-voting | Jean Lecuyer, Physical ScienceMichael Reed, GeographyJeremy Welch, President of the ASGCC Garden Club |
| **Minutes Recorder:** | Rubina Hairapetian, Facilities Department; published minutes are available in [Board Docs](https://go.boarddocs.com/ca/glendale/Board.nsf/Public) |

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**SAFETY**

Time & Location: 3rd Wednesday, 11:00 am - 12:00 pm, HS 214

 Mission Statement

The mission of the Glendale Community College Safety Committee is to address its role in the governance process by providing constituent input regarding the promotion of a safe environment for all faculty, staff, students, and visitors of the college. The committee has the responsibility to consult with its appointing constituencies, the District Risk Manager, the Glendale Community College District Police Department (GCCDPD), and other administrative departments to address occupational health and safety issues, as well as to develop recommended suggestions to proactively address and remediate campus safety issues.

Activities:

The activities of the Safety Committee may include, but are not limited to the following:

1. Attending to specific tasks assigned by the Administrative Affairs Committee;
2. Receiving reports about unsafe conditions and directing them to the appropriate department along with any recommendations;
3. Reviewing student accident reports, GCCDPD statistical reports, and workers compensation accident reports in order to help identify unsafe work practices and/or campus conditions and suggest possible remedies to the appropriate department(s);
4. Making recommendations regarding campus emergency procedures;
5. Providing support and serving as a resource in the development of campus safety programs (e.g. occupational health and safety training);
6. Encouraging input and feedback from all individuals with regard to campus safety related ideas, problems, and solutions.

The Safety Committee reports to the Administrative Affairs Committee and sends all appropriate safety items to this standing committee for approval and further action.

Voting Members

|  |  |
| --- | --- |
| **Senate:** | **Chair**, Laura Matsumoto (2024-25) |
| **Guild:** | Tracey Ziegler (2025-26)  |
| **Joint Faculty:** | Lee Miller Parks, DSPS Faculty Member (2027-28), Sophia Possidon (2024-25)  |
| **CSEA:** | Rubina Hairapetian (2025-26), Tatiana Zargarian (2025-26) |
| **Administration:** | Amir Nour, Interim Vice President Administrative ServicesBrittany Grice, Vice President Human ResourcesGary Montecuollo, Chief Campus PolicePatrick Shahnazarian, Maintenance & Operations ManagerToni Reyes, Director Health Services |
| **ASGCC:**[2] | Aren Sepanian, and Iren Abelian(also email agendas to asvpad@glendale.edu) |
| **Minutes Recorder:** | For minutes please contact the chair of this committee; published minutes are available in [Board Docs](https://go.boarddocs.com/ca/glendale/Board.nsf/Public) |

Non-voting Members

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| **Resource:** Non-voting | Teri Ismail, Parent Support Center, GarfieldVirna Silva, Facilities;  |

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