

GLENDALE COMMUNITY COLLEGE DISTRICT 1500 North Verdugo Road Glendale, California 91208

# BOARD OF TRUSTEES Agenda

Meeting No. 15

**Special Board Meeting** 

June 10, 2011 at 9:00 a.m.

John A. Davitt Administration Building Room AD 121

### GLENDALE COMMUNITY COLLEGE DISTRICT

1500 North Verdugo Road Glendale, California 91208 (818) 240-1000

### SPECIAL BOARD OF TRUSTEES MEETING NO. 15

John A. Davitt Administration Building AD 121 June 10, 2011 at 9:00 a.m.

### **AGENDA**

In compliance with Education Code §72129-72131, the presiding officer of the Board of Trustees is calling a Special Meeting on Friday, June 10, 2011 at 9:00 a.m. in the John A. Davitt Administration Building, AD 121.

**ITEM** 

**CALL TO ORDER** 

PLEDGE OF ALLEGIANCE

**ROLL CALL** 

### CERTIFICATION OF COMPLIANCE

To accommodate the requirement of Government Code Section 54956, it is hereby declared that the agenda for the meeting was posted 24 hours prior to this meeting at the following locations:

- At three locations in the Administration Building at Glendale Community College;
- On the bulletin board on the outside wall of the San Gabriel Building at Glendale Community College.
- On the bulletin board located on the outside wall of the second floor by the main office entrance on the Garfield Campus;
- On display inside the glass doors at the front entrance of the Professional Development Center;
- On the College's website <a href="http://www.glendale.edu/boardoftrustees">http://www.glendale.edu/boardoftrustees</a>>.

In accordance with the Brown Act revisions, any writings relating to open session agenda items and distributed to all or a majority of all Board members within 72 hours prior to a regular meeting, or within 24 hours prior to a special meeting, shall be made available for inspection by the public in the Office of the Superintendent/President, John A. Davitt Administration Building, AD 106, 1500 N. Verdugo Road, Glendale, CA 91208 during regular business hours. When possible, such writings may also be posted on the District's website: <a href="https://www.glendale.edu/boardoftrustees">www.glendale.edu/boardoftrustees</a>.

Individuals who require disability related accommodations or modifications, including but not limited to an American sign language interpreter, accessible seating or documentation in accessible formats, should contact the Superintendent/President's office by noon of the business day preceding the board meeting. Please call (818) 551-5105.

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### COMMENTS FROM THE AUDIENCE – BOARD AGENDA ITEMS ONLY

(ADDRESSING THE BOARD OF TRUSTEES - An individual or group representative may address the Board of Trustees on any item on the agenda. A speaker must state his or her name and address prior to speaking to the Board. Not more than five minutes may be allotted to each speaker and no more than twenty minutes to each subject, except by unanimous consent of the Board of Trustees.)

### **NEW BUSINESS REPORTS**

 Side Letter Agreement Between the District and the Glendale College Guild- Local 2276 of the American Federation of Teachers for Contract Counselor Summer Pay For 2011

The Superintendent/President recommends that the Board of Trustees approve this Side Letter Agreement. The Side Letter Agreement has been ratified by the Guild Executive Committee.

2. Personnel Report No. 12 – Approval of Travel Outside of the United States

The Superintendent/President recommends that the Board of Trustees provide direction on approving the travel report as presented in Personnel Report No. 12 given that there is a current Travel Warning for Mexico issued by the U.S. Department of State.

### **ADJOURNMENT**

### **FUTURE DATES**

June 11, 2011	Nursing Pinning – Lanterman Auditorium, La Canada – 4:30 p.m.
June 13, 2011	Verdugo Power Academy Graduation – Brand Park – 11:00 a.m.
June 20, 2011	Special Board Meeting – Budget Study Session
June 23, 2011	ASGCC Awards Banquet – J. Walter Smith Student Center – 6:00 p.m.
June 27, 2011	Regular Board Meeting
July 4, 2011	Independence Day – Campus Closed
July 18, 2011	Regular Board Meeting
August 22, 2011	Regular Board Meeting and Public Hearing on Final Budget
September 5, 2011	Labor Day – Campus Closed
September 12, 2011	Regular Board Meeting and Adoption of Budget

Glendale Community College District

June 10, 2011

NEW BUSINESS REPORT NO. 1

# REPORT OF RECOMMENDATION

TO: Board of Trustees

SUBMITTED BY: Dawn Lindsay, Superintendent/President

PREPARED BY: Vicki Nicholson, Associate Vice President,

**Human Resources** 

SUBJECT: SIDE LETTER AGREEMENT BETWEEN THE DISTRICT

AND THE GLENDALE COLLEGE GUILD - LOCAL 2276 OF

THE AMERICAN FEDERATION OF TEACHERS FOR CONTRACT COUNSELOR SUMMER PAY FOR 2011

## DESCRIPTION OF HISTORY / BACKGROUND

Attached is the Side Letter Agreement between the District and the Guild for contract counselor pay for the Summer 2011 Intersession. The Side Letter Agreement has been ratified by the Guild Executive Committee.

# **COMMITTEE HISTORY**

None

FISCAL IMPACT

None

# PREPARER'S RECOMMENDATION

The Superintendent/President recommends that the Board of Trustees approve this Side Letter Agreement.

### Side Letter

 Contract Counselors shall work a maximum of 133 hours, capped at Step 1 Appendix B in their respective Classes for full-time hourly overload salary schedule for Summer 2011 only. Contract counselor pay rates shall revert back to the CBA at the beginning of the counseling faculty 2011-12 contract.

Date of Agreement:

Jewel/Price

**Chief Negotiator** 

**Glendale College District** 

Gordon Alexandre

**Chief Negotiator** 

Glendale College Guild

Glendale Community College District

June 10, 2011

**NEW BUSINESS REPORT NO. 2** 

PERSONNEL REPORT NO. 12

# REPORT OF RECOMMENDATION

TO:

**Board of Trustees** 

SUBMITTED BY:

Dawn Lindsay, Superintendent/President

PREPARED BY:

Vicki Nicholson, Associate Vice President, Human

Resources

SUBJECT:

APPROVAL OF TRAVEL OUTSIDE OF THE

**UNITED STATES** 

# DESCRIPTION OF HISTORY / BACKGROUND

As per Board Policy 7400: *Travel*, all travel outside the United States must be approved in advance by the Board of Trustees.

The Glendale Community College District employees, as listed in the attached Personnel Report No. 12, are scheduled to travel to Ensenada, Mexico on June 12 -13, 2011 for the purpose of renewing their FM2 visas for their participation in the A/C (Asociacion Civil) in conjunction with the Baja Program.

On April 22, 2011, the U.S. Department of State broadened its Travel Warning for Mexico. This Travel Warning supersedes the Travel Warning for Mexico dated September 10, 2010.

Board Policy 7400 does not provide direction on Travel Warnings.

# COMMITTEE HISTORY

n/a

## FISCAL IMPACT

No cost to the District.

# PREPARER'S RECOMMENDATION

The Superintendent/President recommends that the Board of Trustees provide direction on approving the travel report as presented in Personnel Report No. 12 given that there is a current Travel Warning for Mexico issued by the U.S. Department of State.

# **Glendale Community College**

June 10, 2011 Personnel Report No. 12

# District wide

In accordance with Board policy 7400 pertaining to conference and convention attendance, approval has been given to the following persons for reimbursement of actual necessary expenses to attend the conferences designated below:

Courtey, Susan

06/12/11 - 06/13/11

No cost to District

Harlan, Ron Nour, Amir

Organization: Mexican Immigration Agency

Purpose: To renew FM2 Visas for A/C Board Members

Ensenada, Mexico

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