

GLENDALE COMMUNITY COLLEGE DISTRICT

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

BOARD OF TRUSTEES MEETING NO. 9

The regular meeting of the Glendale Community College District Board of Trustees was called to order by Dr. Hacopian at 5:07 p.m. on Monday, December 10, 2012 in the Community Room of the Mariposa Building at Garfield Campus.

Trustees Present:

Mrs. Anita Quinonez Gabrielian-
(excused)
Dr. Armine G. Hacopian
Dr. Vahé Perroomian
Ms. Ann Ransford - (excused)
Mr. Anthony P. Tartaglia
Mr. Arman Marukyan ST

Administrators Present:

Dr. Jim Riggs
Ms. Lisa Brooks
Dr. Susan Courtney
Ms. Kim Holland
Ms. Deborah Kinley
Dr. Mary Mirch
Mr. Gary Montecucollo
Mr. Ron Nakasone
Mr. Amir Nour
Mr. Nelson Oliveira
Dr. Jewel Price
Mr. Alfred Ramirez

Mr. Michael Ritterbrown
Ms. Jan Swinton
Ms. Donna Voogt

Representatives Present:

Academic Senate: Mr. Michael Scott
CSEA: Mr. Hoover Zariani
Guild: Ms. Isabelle Saber

Legal Counsel:

Ms. Pilar Morin

The media was not represented. An audio tape of this meeting will be on file in the Superintendent/President's Office and on the college's website at <http://www.glendale.edu/boardoftrustees>. A DVD copy of the videotaping of this meeting is on file in the Superintendent/President's Office.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Mr. Arman Marukyan, Student Trustee.

ROLL CALL

Dr. Hacopian noted that Mrs. Gabrielian was not in attendance this evening because she was out of the country and that Ms. Ransford was absent due to illness. Dr. Hacopian introduced college legal counsel, Ms. Pilar Morin, who was present on the dais. Dr. Hacopian thanked Mr. Alfred Ramirez, Interim Administrative Dean, Continuing and Community Education, for coordinating tonight's board meeting at Garfield Campus.

COMMENTS FROM THE AUDIENCE – BOARD AGENDA ITEMS ONLY

There were no comments.

SPECIAL PRESENTATIONS

1. "Distance Education at GCC: Past, Present, and Future

Mr. Michael Dulay, Chair, Division of Social Sciences and Ms. Fabiola Torres, Chair, Committee on Distance Education presented on the subject, utilizing a PowerPoint presentation. Topics covered were as follows:

SPECIAL PRESENTATION NO. 1 - continued

- Distance Education Growth at GCC
- CoDE – Committee on Distance Education
- CoDE: First Steps
- CoDE: Next Steps
- Accreditation Issues: Last date of attendance; student authentication; state authorization and agreement

At the conclusion of the presentation, Dr. Riggs suggested that the presenters return in six months to provide an update to the Board.

Dr. Hacopian thanked Mr. Dulay and Ms. Torres for their presentation.

2. “The Proposed Job Announcement for the Superintendent/President Position”

Dr. Eva Conrad, Community College Search Services, was present to review the proposed job announcement and address any questions.

By affirmation, the Board agreed to take New Business Report No. 1 out of order to consider in conjunction with Special Presentation No. 2.

New Business Report No. 1: Approval of Job Announcement for the Superintendent/President Search

It was moved (Dr. Peroomian) and seconded (Mr. Tartaglia) to approve the job announcement for the Superintendent/President search with revisions.

- Under “Challenges and Opportunities,” Dr. Peroomian requested that item #8 addressing increasing the diversity of the college’s employee base when recruiting/replacing employees be moved higher on the list.
- Under “Desirable Qualifications,” Dr. Peroomian requested that item #6 addressing commitment to increasing the diversity of the student and employee populations be moved higher on the list.
- Under “Selection Process,” Mr. Tartaglia and Dr. Peroomian provided wordsmithing suggestions for district reimbursement of travel expenses.

The motion passed unanimously.

INFORMATIONAL REPORTS

1. Measure G Funds Balances and Schedule Update
2. Accreditation Progress Report
3. PeopleSoft Implementation Status Report
4. Server Room Upgrade
5. Status of Superintendent/President Search

Informational Reports Nos. 1 through 5 were duly noted.

FIRST READING REPORTS

1. Deletion of Board Policy 5130: Degrees and Certificate
2. Deletion of Board Policy 5132: Certificates of Completion
3. Deletion of Board Policy 5150: Credit-No Credit Courses

First Reading Reports Nos. 1 through 3 were duly noted.

CONSENT CALENDAR

The following items were pulled from the Consent Calendar and placed under New Business Reports/Action. The board member making the request is also noted.

Consent Calendar No. 1b. – Approval of Minutes – Regular Board Meeting of November 19, 2012 (Dr. Peroomian)

Consent Calendar No. 5 - Approval of Purchase of Radios for GCC Police Department (Mr. Tartaglia)

Consent Calendar No. 10 – Approval of Travel Outside of the United States (Mr. Tartaglia)

1. Approval of Minutes
 - a. Special Board Meeting of November 8, 2012
 - b. Regular Board Meeting of November 19, 2012
2. Warrants - District Funds – November 1, 2012 through November 30, 2012
3. Purchase Order Listing – November 1, 2012 through November 30, 2012
4. Contract Listing - November 1, 2012 through November 30, 2012
5. Approval of Purchase of Radios for GCC Police Department
6. Declaration of Surplus
7. Academic Personnel Report No. 6
8. Classified Personnel Report No. 6
9. Student Personnel Report No. 6
10. Approval of Travel Outside of the United States

It was moved (Mr. Tartaglia) and seconded (Dr. Hacopian) to approve Consent Calendar items Nos. 1a, 2 through 4, and 6 through 9. The motion passed unanimously.

NEW BUSINESS REPORTS/ACTION

Consent Calendar No. 1b. – Approval of Minutes – Regular Board Meeting of November 19, 2012 (Dr. Peroomian)

- Dr. Peroomian stated that he pulled this item from the Consent Calendar because he was not present at the November 19, 2012 Board of Trustees meeting and therefore would abstain from voting.
- Dr. Peroomian's intention to abstain from voting and the absence this evening of two

NEW BUSINESS REPORTS/ACTION – Consent Calendar No. 1b - continued

board members resulted in a lack of quorum for this item. The item was therefore tabled and will be agendized for the January 14, 2013 board meeting.

It was moved (Mr. Tartaglia) and seconded (Dr. Hacopian) to table Consent Calendar item No. 1b. The motion passed unanimously.

Consent Calendar No. 5 - Approval of Purchase of Radios for GCC Police Department (*Mr. Tartaglia*)

It was moved (Mr. Tartaglia) and seconded (Dr. Peroomian) to approve Consent Calendar item No. 5.

- Mr. Tartaglia requested that Mr. Nakasone address the purchase. Both Mr. Nakasone and GCC Police Chief Gary Montecuello provided an overview of the purchase.

The motion passed unanimously.

Consent Calendar No. 10 – Approval of Travel Outside of the United States (*Mr. Tartaglia*)

It was moved (Dr. Peroomian) and seconded (Mr. Marukyan) to approve Consent Calendar item No. 10.

- Mr. Tartaglia noted that he pulled this item, as he said that it is practice to get travel issues into the record.

The motion passed unanimously.

1. Approval of Job Announcement for the Superintendent/President Search
(Please see page 2 of these minutes for action taken.)
2. 2012-13 Revised Managers and Confidential Employees Group Salary Proposal

It was moved (Dr. Peroomian) and seconded (Mr. Tartaglia) to approve New Business Report No. 2.

- Mr. Tartaglia thanked the Managers and Confidential Employees Group.

The motion passed unanimously.

REPORTS

1. ACADEMIC SENATE REPRESENTATIVE TO THE BOARD

Mr. Michael Scott

- Thanked Dr. Hacopian, Mr. Tartaglia, Ms. Ransford, Dr. Riggs, and the Vice Presidents for attending the Senate holiday party.
- Noted that the Senate has passed Board Policy 4222: Remedial Coursework and that the policy is going forth to Campus Executive and then to the Board.
- Noted that the Senate has reviewed three proposals for a final exams schedule and that the Senate will keep and improve the current schedule to correct issues. Said that the Guild has passed a motion to set up a task force to improve the current schedule. The Guild will report back to the Senate.
- Wished all Happy Holidays.

2. CSEA REPRESENTATIVE TO THE BOARD

Mr. Hoover Zariani

- Thanked the Information and Technology staff, Facilities, and Campus Police for their help during the power outages.
- Noted that Dr. Riggs provided a good presentation at the November 29 Classified Meeting. The topic addressed what to look for in a new Superintendent/President.
- Invited all to attend the Classified holiday party.

3. GUILD REPRESENTATIVE TO THE BOARD

Ms. Isabelle Saber

- Said that she had nothing to report this evening.
- Wished all Happy Holidays.

4. VICE PRESIDENTS

Dr. Ricardo Perez, Vice President, Student Services

Dr. Hacopian announced that Dr. Perez was absent this evening due to illness.

Dr. Mary Mirch

- Announced that students in the GCC chamber music program have been invited to participate in the USC Community College Choral International Festival in March.
- Thanked the Information and Technology staff; Mr. Nelson Oliveira and the Facilities staff; Campus Police; and faculty for their help during the power outage. Thanked PDC Director, Ms. Kim Holland, and the City for offering resources.
- Wished all Happy Holidays.

Mr. Ron Nakasone, Executive Vice President, Administrative Services

- Remarked on the two power outages and recognized Chief Montecuolo and Campus Police, Mr. Nelson Oliveira and the Facilities staff, Mr. Jack Raubolt and the Information and Technology staff.
- Addressed the benefits of the server room project and also the need for a more aggressive maintenance and upkeep plan. At Mr. Nakasone's invitation, Mr. Oliveira stepped up to the microphone and provided an overview of the power outages. During the update, Mr. Tartaglia referred to the Disney funding for a generator and in conjunction with this, noted that the college can receive funding for designation as a FEMA site.
- Reported that GCC is moving forward with enforcement on the smoking policy. Campus Police will begin issuing citations during Spring semester [both main campus and Garfield campus] and the Administrative Affairs Committee will be looking at the current policy. Results of a recent survey favored a smoke-free campus by a ratio of 2:1.

5. INTERIM SUPERINTENDENT/PRESIDENT

Dr. Jim Riggs

- Thanked everyone who stepped up quickly during the power outages. Said that those areas needing improvement in emergency response are being inventoried and that it's a learning curve.
- Remarked on the November 27 Town Hall Meeting addressing the structural deficit.
- Remarked on his meeting with the Classified staff.
- Noted his activities attending on-campus holiday open houses and students' musical and dance performances.
- Wished all Happy Holidays and said that he looks forward to a productive Spring semester.

6. BOARD OF TRUSTEES

Student Trustee, Mr. Arman Marukyan

- Noted his participation and that of Dr. Riggs' on the ASGCC float in the Montrose Christmas Parade.
- Said that the Associated Students held an end-of-semester carnival last week.
- Congratulated the newly-elected Spring ASGCC officers and noted that he would like to introduce the new officers to the Board at the February 25 board meeting. Expressed concern with regard to the low voter turnout.
- Addressed the power outages and acknowledged faculty, staff, and administrators. Also thanked Information and Technology, Facilities, and Chief Montecuello and the Campus Police.
- Wished all Happy Holidays.

Member, Mrs. Anita Quinonez Gabrielian

Mrs. Gabrielian was absent this evening.

Member, Mr. Tony Tartaglia

- Thanked Mr. Nakasone and Mr. Oliveira for their leadership during the power outages.
- Noted that this year's Montrose Christmas Parade was the first that he had missed, due to illness.
- Said that he enjoyed the Senate holiday party and thanked the Culinary Arts staff. Looks forward to other campus parties coming up this week.
- Wished all Happy Holidays.

Clerk, Dr. Vahé Perroomian

- Said it was great to be here at the Garfield Campus this evening.
- Participated in the Montrose Christmas parade with his son.
- Said that, as he was making a presentation in San Francisco, he was unable to attend the Senate holiday party, but that he plans on attending as many upcoming campus parties as possible.
- Thanked Facilities for their work during the power outages.
- Wished all Happy Holidays.

Vice President, Ms. Ann Ransford

Ms. Ransford was absent this evening. Dr. Riggs read an email message sent by Ms. Ransford conveying holiday greetings. The message made note of the upcoming GCC concert singers performance on December 16.

President, Dr. Armine Hacopian

- Thanked all those who helped restore power to the campus. Suggested a task force on assessment and risk management. Dr. Hacopian and Ms. Saber both indicated that, although they had signed up for "Alert U," they did not receive texts during power outages. Mr. Nakasone said that he will check into this.
- Congratulated the newly elected ASGCC Spring semester officers.
- Said that she enjoyed the Senate holiday party. Thanked the Culinary Arts students.
- Attended the Town Hall meeting and noted that Dr. Riggs did a great job.
- Noted that she was unable to attend the Montrose Christmas Parade due to the illness of a family member.
- Wished all Happy Holidays.

BOARD OF TRUSTEES REQUESTS - INFORMATION AND/OR FUTURE AGENDA ITEMS

Mr. Tartaglia

- Suggested agendizing a discussion on the utilization of speaker cards to organize public comment during board meetings.
- Suggested that the college visit its policy on vendor signs on campus property and asked that Facilities be aware of this signage and remove immediately.

Dr. Peroomian

- Thanked Mrs. Gabrielian for her request at the November 19 board meeting that the college look into online textbooks.

Dr. Hacopian

- Said that she's received a complaint about smoking in non-smoking areas of the parking lots. Requested that this be looked into and suggested signage.
- Noted that the electronic sign at Mountain & Verdugo is not working.

COMMENTS FROM THE AUDIENCE ON ANY SUBJECT

1. Ms. Tamar Movsessian (no address stated)

- [Via translator] Requested that the students be thanked for their understanding during the power outages.

Dr. Hacopian announced at 7:16 p.m. that the Board would recess to Closed Session and that the Board would not report out.

CLOSED SESSION

1. CONFERENCE WITH LABOR NEGOTIATORS
pursuant to Government Code Section 54957.6
 - a. Agency designated representative: Ms. Donna Voogt
Employee organization: California School Employees Association
 - b. Agency designated representative: Mr. Ron Nakasone
Employee organization: Glendale College Guild
 - c. Agency designated representative: Ms. Donna Voogt
Employee organization: Unrepresented Employees
2. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
pursuant to Government Code Section 54956.9 - (one case)

RECONVENE IN PUBLIC SESSION – 8:57 p.m.

REPORT OF CLOSED SESSION ACTION – None

ADJOURNMENT

Since all business on the agenda had been considered, Dr. Hacopian announced at 8:57 p.m. that the meeting was adjourned.

Dr. Armine G. Hacopian, President

Dr. Vahé Perroomian, Clerk

Board of Trustees Regular Meeting, December 10, 2012
Minutes recorded by Sally Holmes, Secretary to the Interim Superintendent/President