

GLENDALE COMMUNITY COLLEGE DISTRICT
1500 North Verdugo Road
Glendale, California 91208
(818) 240-1000

BOARD OF TRUSTEES MEETING NO. 1
Kreider Hall, San Rafael Building
July 21, 2003 at 5:00 pm

<u>ITEM</u>	<u>AGENDA</u>	<u>PAGE</u>
CALL TO ORDER		
PLEDGE OF ALLEGIANCE		
ROLL CALL		
CERTIFICATION OF COMPLIANCE		
	To accommodate the requirement of Government Code §54954.2 in accordance with the Brown Act Revisions, it is hereby declared that the agenda for the meeting was posted 72 hours prior to this meeting at three locations in the Administration Building and on a bulletin board on the outside wall of the San Gabriel Building at Glendale Community College.	
APPROVAL OF MINUTES - Regular Meeting of June 30, 2003		
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.)	
ADMINISTRATION OF OATH OF OFFICE		
	Mr. Henan Joof Student Member of Board of Trustees	
SPECIAL PRESENTATION		
1.	“Presentation of the John Davitt Award for Outstanding Service” and “Presentation of the John Davitt Award for Outstanding Management/Confidential Service” by Ms. Diane Fiero, Employee Services Manager. Recipients are Ms. Barbara Artukovich, Nursing Program Specialist, Allied Health; and Mr. Guido Girardi, Performing Arts Production Manager, Visual and Performing Arts.	
2.	“High School Graduation Programs at ACTC” by Dr. Karen Holden-Ferkich, Dean Instructional Services, Continuing & Community Education; and Ms. Jane DiLucchio, Chair, Life Skills/Non-Credit Business Division	
FINANCE REPORTS		
1.	Warrants - District Funds, June 1 through June 30, 2003	1
2a.	Summary of Purchase Confirmations Issued from June 1 through June 30, 2003	6
2b.	Summary of Purchase Orders Issued from June 1 through June 30, 2003	9
	Approval of Finance Reports No. 1 and No. 2a and 2b is recommended.	

RESOLUTIONS

1. Temporary Borrowing from Los Angeles County Treasurer 18

Adoption of this resolution will allow the College to borrow funds from the County if they are needed because funding from the state is delayed until the state has passed a budget.
2. IRS Section 125 Benefit Premium Plan 20

Adoption of this resolution will provide the opportunity to allow employees to pay a portion of the benefit premiums on a pre-tax basis.
3. Approval of California State Department of Education Contract and Amendment for Child Care and Development Services for Fiscal Year 2003-04 22

This is an annual resolution and if approved will allow the District to receive funding for children who are enrolled in the College's child care program.

COMMUNICATIONS

1. Superintendent/President
2. Vice Presidents
3. Board of Trustees
4. Academic Senate Representative to the Board
5. Guild Representative to the Board
6. CSEA Representative to the Board

INFORMATIONAL REPORT

1. Gifts and Donations 24

This is an annual summary of gifts and donations received during the past fiscal year.
2. Public Education & Government (PEG) Fees 26

It is recommended that the Glendale Community College join with the Glendale Unified School District in presenting a request to the City of Glendale to share PEG fee revenues with both districts.

NEW BUSINESS REPORTS

1. Academic Calendar for 2003-04 29

It is recommended that the presented calendar be approved as the calendar to be used by the District for the 2003-04 academic year. This calendar supercedes the calendar adopted on May 17 and corresponds to specific conditions set forth in the side letter between the Guild and the District and represents the approved changes contained in the Summary of Issues from the California Community College Chancellor's office.
2. Memberships in Associations and Organizations 2003-04 32

This report presents the various institutional memberships recommended for approval.
3. Amendment of Agreement with Lundgren Management for Construction Management Services for the Allied Health/Aviation Lab Project 35

Approval of this amendment is recommended. An increase in the estimated cost of construction for this project makes it necessary to amend this agreement because it is based on a percentage of the construction costs.

NEW BUSINESS REPORTS - Continued

4. Agreement with Simplex for Fire Alarm Equipment Maintenance and Monitoring Services 36
This report seeks to renew an agreement to insure that the fire alarm and security system will continue to function properly.
5. Change Order No. 8 - Bid No. 296 Science Buildings Project: General Construction - George C. Hopkins Construction, Inc. 37
6. Change Order No. 6 - Bid No. 299 New Construction and Remodel of Science Buildings: Doors and Hardware - Finch Enterprises, Inc. 38
7. Change Order No. 2 - Bid No. 300 Science Buildings Project: Electrical - A-1 Electric Service Co., Inc. 39
8. Change Order No. 5 - Bid No. 302 New Construction and Remodel of Science Buildings: Plumbing - Muir Chase Plumbing 40
9. Change Order No. 1 - Bid No. 303 New Construction and Remodel of Science Buildings: Painting - Angeles Contractor 41
10. Change Order No. 1 - Bid No. 308 New Construction and Remodel of Science Buildings: Aluminum Windows - Queen City Glass 42
It is recommended that New Business Reports No. 5 through No. 10 be approved.
11. Agreement with Dell for Purchase of Hardware for Enterprise Resource Planning System 43
This agreement seeks authorization to purchase computer hardware through Dell to run the Oracle software. This agreement is a component of the overall ERP System.
12. Declaration of Surplus Equipment 44
Approval of this request is recommended to allow disposal of outdated electronic equipment that is no longer used.
13. Approval of Agreement with Glendale Unified School District for Consulting Assistance with their GEAR-UP Grant 50
It is recommended that this agreement be approved.

PERSONNEL REPORTS NO. 12

1. Academic Personnel 51
2. Classified Personnel 54
3. Personal Service Agreements 63

It is recommended that these three Personnel Reports be approved as presented. Report No. 3 covers individuals who are not District employees but receive payment for services.

COMMENTS FROM THE AUDIENCE ON ANY SUBJECT

(ADDRESSING THE BOARD OF TRUSTEES--An individual or group representative may address the Board of Trustees on subjects within its jurisdiction. 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.)

ADJOURNMENT