

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

BOARD OF TRUSTEES MEETING NO. 4  
Kreider Hall, San Rafael Building  
September 22, 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 August 18, 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.)	
PUBLIC HEARING		
1. Public Hearing and Adoption of 2003-04 Budget		1
	This is a presentation of the District's Budget for the fiscal year 2003-04 and a recommendation for its adoption as required by Section 58191 of the California Code of Regulations.	
SPECIAL PRESENTATION		
1. "Accreditation Overview" by Dr. Kathleen F. Flynn, GCC Accreditation Coordinator and Professor of English as a Second Language		
FINANCE REPORTS		
1. Warrants - District Funds, August 1 through August 31, 2003		2
2a. Summary of Purchase Confirmations Issued from August 1 through August 31, 2003		7
2b. Summary of Purchase Orders Issued from, August 1 through August 31, 2003		10
	Approval of Finance Reports No. 1 and No. 2a and 2b is recommended.	
RESOLUTIONS		
6. District Appropriations Limit for 2003-04		20

This resolution seeks to adopt the District's appropriation limit for the current fiscal year.

7.	Transfer from the General Fund, Unrestricted (01) to the General Fund, Restricted (03)	22
8.	Transfer from the General Fund, Unrestricted (01) to the Capital Projects Fund (15)	24
9.	Transfer from the General Fund, Unrestricted (01) to the Capital Projects Fund (15)	26
10.	Transfer from the General Fund, Unrestricted (01) to the Self Insurance Fund (18)	28
11.	Transfer from the General Fund, Unrestricted (01) to the Self Insurance Fund (18)	30
12.	Transfer from the General Fund, Unrestricted (01) to the Self Insurance Fund (18)	32
13.	Transfer from the General Fund, Unrestricted (01) to the Cafeteria Fund (30)	34
14.	Transfer from the Capital Projects Fund (15) to the General Fund, Unrestricted (01)	36

It is recommended that Resolutions No. 7 through No. 14 be approved to authorize interfund transfers.

#### 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

#### NEW BUSINESS REPORTS

1.	Revised Board of Trustees Meeting Schedule	38
	It is recommended that the date of the regular meeting of the Board of Trustees be changed from October 20 to October 27 to insure a quorum.	
2.	Memberships in Associations and Organizations 2003-04	39
	It is recommended that two new memberships be added to the currently approved listing.	
3.	Authorization of Employees to Approve Warrants on the Los Angeles County PeopleSoft System for FY 2003-04	40

Los Angeles County requires that GCCD authorize certain individuals to approve warrants issued by the county.

NEW BUSINESS REPORTS - Continued

4. Federal Title V Hispanic Serving Institutions 41  

This report seeks authorization to accept funding for the fifth year of the five-year Strengthening Institutions Grant awarded to the District by the U.S. Department of Education.
5. Appointment of Members to the Measure G Bond Oversight Committee 42  

It is recommended that two new members be appointed to the Measure G Bond Oversight Committee.
6. Agreement with Oracle for Additional Software Licenses for Enterprise Resource Planning System 43  

This agreement will allow the college to purchase the scheduling software which is one component of the overall implementation of the ERP System. This software was previously not ADA compliant but has now been updated to be satisfactorily compliant.
7. Agreement for Business and Financial Data Processing Services 44  

This is a renewal of an existing agreement which provides on-line budgeting and accounting programs and warrant processing to the District.
8. Agreement for Architectural Service for the ACTC Remodel, the Upper Parking Lot, Entrance Road and Structure and the Elevator Tower and Bridge 45  

It is recommended that this agreement, covering the various projects listed, be approved.
9. Agreement with Stratus for a Development Plan for the Adult Community Training Center 46  

It is recommended that Stratus be hired to create a master plan for the development of the area immediately adjacent to the ACTC. The City of Glendale, the owners of the medical office located at 801 S. Chevy Chase Drive, and Glendale Community College District are interested in working together to develop this area.
10. Approval of Clinical Facilities Agreement for the Nursing Program 47  

Approval of this agreement will provide clinical facilities for the training of our nursing students.
11. Change Order No. 10 - Bid No. 296 Science Buildings Project: General Construction (George C. Hopkins Construction, Inc.) 48
12. Change Order No. 7 - Bid No. 297 New Construction and Remodel of Science Buildings: Drywall/Framing/Carpentry (Edwin G. Bowen Construction Co., Inc.) 49

NEW BUSINESS REPORTS - Continued

13. Change Order No. 2 - Bid No. 298 Science Buildings Project: Acoustical Ceilings (Environmental Acoustics) 50
  14. Change Order No. 7 - Bid No. 302 New Construction and Remodel of Science Buildings: Plumbing (Muir Chase Plumbing) 51
  15. Change Order No. 5 - Bid No. 304 New Construction and Remodel of Science Buildings: Casework (Lozano Caseworks) 52
  16. Change Order No. 1 - Bid No. 307 New Construction and Remodel of Science Buildings: Landscaping (Oakridge Landscape) 53
  17. Change Order No. 2 - Bid No. 308 New Construction and Remodel of Science Buildings: Painting (Angeles Contractor) 54
  18. Change Order No. 1 - Bid No. 325 Auditorium Repiping 55
- It is recommended that all Change Orders described in New Business Reports No. 11 through No. 18 be approved.
19. Acceptance of Contract as Complete - Bid No. 303 - New Construction and Remodel of Science Buildings: Aluminum Windows (Queen City Glass) 56
  20. Acceptance of Contract as Complete - Bid No. 306 - New Construction and Remodel of Science Buildings: Furnishings (Sierra School Equipment) 57
  21. Acceptance of Contract as Complete - Bid No. 325 - Auditorium Repiping Project 58
- It is recommended that New Business Reports No. 19 through No. 21 be approved since the work contained in the contracts has been completed.
22. Early Retirement Incentive - Extension for Academic Employees 59
  23. Early Retirement Incentive - Extension for Classified Employees 61
  24. Early Retirement Incentive - Extension for Management and Confidential Employees 63

It is recommended that New Business Reports No. 22 through No. 24 be approved to extend the Early Retirement Incentives for all employee groups.

PERSONNEL REPORTS NO. 3

1. Academic Personnel 65
2. Classified Personnel 84
3. Personal Service Agreements 106

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.)

## CLOSED SESSION

1. Discussion of Collective Bargaining Issues with District Negotiators for the 2003-04 Fiscal Year (Government Code §54957.6)

This closed session is scheduled to up-date the members of the Board of Trustees on current negotiations. No action is taken.

## ADJOURNMENT