

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

BOARD OF TRUSTEES MEETING NO. 11
Kreider Hall, San Rafael Building
February 24, 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		
<p>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.</p>		
APPROVAL OF MINUTES - Regular Meeting of January 27, 2003		
SPECIAL PRESENTATION		
1. "Update on Service Learning at GCC" by Hoover Zariani, GCC Student Services Program Coordinator; former GCC students Teresa Colerns and Reza Sayed, who is now GearUp Coordinator at CSULA; and current GCC student Pateel Saropian.		
COMMENTS FROM THE AUDIENCE - BOARD AGENDA ITEMS ONLY		
<p>(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.)</p>		
FINANCE REPORTS		
1. Warrants - District Funds, January 1 through January 31, 2003		1
2a. Summary of Purchase Confirmations Issued from January 1 through January 31, 2003		6
2b. Summary of Purchase Orders Issued from January 1 through January 31, 2003		9
<p>Approval of Finance Reports No. 1 and No. 2a and 2b is recommended.</p>		
BUDGET REVISIONS AND APPROPRIATION TRANSFERS		
1. Budget Revisions and Appropriation Transfers General Fund Unrestricted (01) January 1 through January 31, 2003		19
2. Budget Revisions and Appropriation Transfers General Fund Restricted (03) January 1 through January 31, 2003		22

BUDGET REVISIONS AND APPROPRIATION TRANSFERS - Continued

3. Budget Revisions and Appropriation Transfers Student Financial Aid (09) January 1 through January 31, 2003 25

It is recommended that Budget Revisions and Appropriation Transfers No. 1 through No.3 be approved.

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

UNFINISHED BUSINESS REPORT

1. Policy on Equivalence to Minimum Qualifications (Second Reading) 27

This policy, if adopted, stipulates that the District will comply with the various criteria set down in Administrative Regulation 4160 when addressing Equivalence to Minimum Qualifications. The policy is presented for a second reading and approval.

FIRST READING REPORTS

1. District Equipment 36

This document is presented for a first reading and seeks to establish a board policy to address maintenance and disposal of district owned equipment. The attached Administrative Regulations present the practical guidelines the District will follow to comply with this proposed policy.

2. Revision of Board Policy 4218 - Classified Employee Discipline 39

This document is revised to reflect Administrative Regulation 4218.2 covering disciplinary procedure for Classified Management, Confidential, and Unrepresented Employees.

NEW BUSINESS REPORTS

1. Non-Resident Tuition Rate for 2003-04 and 2004-05 Academic Years 41

This report seeks to establish the Non-Resident Tuition Rate at \$140 per unit.

2. Fee Schedule for 2003-04 Academic Year 42

It is recommended that the listing of fees be approved. The increase in fees (class schedule, catalog, student ID card, and transcript fee) reflects an increase in the cost of these items to the District.

3. Sabbatical Leave Requests 44

It is recommended that two sabbatical leave requests for the Fall 2003 and Spring 2004 semesters be approved.

NEW BUSINESS REPORTS - Continued

4. Approval of Survey of Local Investments of PFE Funds 64

This report details how GCC has allocated the \$3.9 million of Partnership for Excellence Funds it has received for 2002-03. The report follows the stipulated format developed by the Chancellor's Office.
5. Agreement with Lundgren Management for Construction Management Services for the Allied Health/Aviation Lab Project 67

The District seeks to engage Lundgren Management in all phases of construction of the Allied Health/Aviation Lab Project to maximize any potential cost savings.
6. Approval of Agreement for Consultant Services for Educational Facilities Planning 68

It is recommended that the Campus Planning Group be engaged to assist the District in meeting the guidelines of the Chancellor's Office for the 5-year plan including space inventory and project proposals.
7. Architectural Service Agreement for Master Planning Services 69

It is recommended that Spencer/Hoskins Associates be engaged to update the Facilities Master Plan.
8. Naming of Science Center Buildings 70

This report presents the recommended names for the new and reconstructed buildings on the campus. The selected names continue the naming pattern that already exists.
9. Approval of Renewal of an Agreement with the City of Hawthorne on behalf of the South Bay Workforce Investment Board 71

Approval of this report will allow the District to participate in the program offered to CalWorks and GAIN workers.
10. Approval of Clinical Facilities Agreement for the Nursing Program 72

It is recommended that this report be approved to provide clinical experience opportunities to our nursing students.
11. Approval of Agreement with Enterprise Rideshare for Commuter Vans 73

This report seeks to establish a rideshare program from the Antelope Valley similar to the Inland Empire rideshare program in an effort to ease the campus parking problems.
12. Amendment to Collective Bargaining Agreement with the California School Employees Association, Glendale Community College, Chapter 76 - Article XII - Vacations 74

This amendment to the contract was ratified by the CSEA membership on February 11, 2003.

PERSONNEL REPORTS NO. 8

1. Academic Personnel 76
2. Classified Personnel 94

PERSONNEL REPORTS - Continued

3. Personal Service Agreements

104

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. Personnel matters relating to the discipline/dismissal/release of District Employees No. 08995631, 08007058, 10004469, 10989389, and 09708004. (Government Code §54957)

This item is scheduled to update the members of the Board of Trustees on recent developments. If any action is taken at this time, it will be announced in public at the end of this closed session.

ADJOURNMENT