

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

BOARD OF TRUSTEES MEETING NO. 15
Kreider Hall, San Rafael Building
May 19, 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 April 21, 2003 - Special Meeting of May 12, 2003	
SPECIAL PRESENTATION		
1.	"Sustainable Building Construction" by Mr. Lawrence Serot, Exec. Vice President, Administrative Services; and Mr. Walker Wells, Global Green International.	
	(Please note Resolution No. 55 on page 34 of this agenda.)	
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.)	
FINANCE REPORTS		
1.	Warrants - District Funds, April 1 through April 30, 2003	1
2a.	Summary of Purchase Confirmations Issued from April 1 through April 30, 2003	7
2b.	Summary of Purchase Orders Issued from April 1 through April 30, 2003	10
	Approval of Finance Reports No. 1 and No. 2a and 2b is recommended.	
BUDGET REVISIONS AND APPROPRIATION TRANSFERS		
1.	Budget Revisions and Appropriation Transfers General Fund Unrestricted (01) April 1 through April 30, 2003	18

BUDGET REVISIONS AND APPROPRIATION TRANSFERS - Continued

- 2. Budget Revisions and Appropriation Transfers General Fund Restricted (03) April 1 through April 30, 2003 20
- 3. Budget Revisions and Appropriation Transfers Professional Development Center Fund (59) April 1 through April 30, 2003 23

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

CONSIDERATION OF BIDS

- 1. Acceptance of Bid No. 325 - Auditorium Re-Piping 25

It is recommended that the bid received from H. L. Moe Co., Inc. be accepted.

RESOLUTIONS

- 52. Resolution Recognizing "Classified School Employees Week" 26

This is an annual resolution to recognize the third week in May as Classified Employees Week which in 2003 falls between May 18 and May 24.

- 53. Transfer from the Capital Projects Fund (15) to the General Fund, Unrestricted (01) 28

It is recommended that this resolution be adopted to authorize an interfund transfer of monies.

- 54. Assignment of Delinquent Tax Receivables 30

By assigning the collection of delinquent taxes to a JPA, the college shares in the income derived through penalties. This resolution seeks authorization to assign the college's portion from the delinquent property taxes.

- 55. Sustainable Building Construction 34

This resolution seeks to establish Board Policy for the use of sustainable building practices for all new construction and renovation of buildings based on the standards developed by LEED (Leadership in Energy and Environmental Design).

(Please see Special Presentation No. 1 earlier on the agenda.)

- 56. Resolution in Support of Assembly Bill 680 36

It is recommended that the Board of Trustees support Assembly Bill 680 since it has been amended to the effect that any enrollment fee increases will supplement rather than supplant existing funding for community colleges.

- 57. Resolution regarding Layoff of Classified Personnel 38

Because of the state's current budget crisis which calls for extensive budget cuts in the community college system, Glendale Community College District finds it necessary to lay off a number of classified employees. This resolution, if approved by the Board, will provide authorization to the District to officially notify the indicated number of employees currently working in the listed job classifications.

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 REPORTS

1. Revision of Board Policy 9340 - Meetings (Second Reading) 41

This document was presented for a first reading at the April 21 Board Meeting. No comments have been received. It is now presented for a second reading and adoption.
2. Guild Proposed Openers for the 2003-2005 Contract 43
3. Openers for the Three-Year Successor Agreement Between the District and the Glendale Community College Guild 46
4. CSEA Proposals Per Government Code 3547 48
5. Openers for the Three-Year Successor Agreement Between the District and the California School Employees Association and its Chapter 76 51

Unfinished Business Reports No. 2 through No. 5 are presented for a second reading and approval so that the District may negotiate the various openers listed in these reports with the Guild and with CSEA for the 2003-2005 contract with each union.

FIRST READING REPORTS

1. Revision - Board Policy 4031 - Equal Employment Opportunity 53

Changes in AB 537, amending Title V, Section 59300, have added "sexual orientation" as a prohibited basis for discrimination in California Community College programs and services. This document presents a revision of our existing policy to state that GCC will follow Administrative Regulation 4031 which addresses the implementation and application of the various code requirements dealing with equal employment opportunity.
2. Board Policy 4110 - Faculty Hiring 64

AB 1725, Education Code §87360(b), and the Mutual Gains Document signed by Administrative Affairs Committee and the Academic Senate charge the Academic Senate with certain responsibilities including the development of procedures dealing with the hiring of faculty. This document presents a proposed board policy to state that GCC will follow Administrative Regulation 4110 which addresses the hiring process for full-time faculty.

NEW BUSINESS REPORTS

1. Proposed New Courses of Study 78

It is recommended that the following new course become part of the official college course offerings: Computer Science/Information Systems 203

NEW BUSINESS REPORTS - Continued

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|----|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----|
| 2. | Academic Calendar for 2003-2004 | 81 |
| | This document requests approval of the calendar for the coming academic year pending approval by the Chancellor's Office. | |
| 3. | Board of Trustees Meeting Schedule | 85 |
| | This report seeks to set the dates for regularly scheduled Board of Trustees meetings for the period of July 1, 2003 through June 30, 2004. Special board meetings will be scheduled as needed throughout the year. | |
| 4. | Agreement for Electrical Engineering Services | 86 |
| | It is recommended that the agreement with Power Engineering Services be approved. | |
| 5. | Agreement with Chambers Group for CEQA Services for an Environmental Report for the Athletic Field Project | 87 |
| 6. | Agreement with Chambers Group for CEQA Services for a Focused Environmental Report for the Parking Structure | 88 |
| | It is recommended that New Business Reports No. 5 and No. 6 be approved to insure that the college is in compliance with all environmental impact requirements for both construction projects. | |
| 7. | Amendments to the Collective Bargaining Agreement between the District and the American Federation of Teachers - Guild, July 1, 2000 - June 30, 2003 | 89 |
| | If approved, these amendments will modify the existing agreement. | |
| 8. | Four (4) Day, Forty (40) Hour Workweek | 93 |
| | The District seeks to return to the 4-Day/40-Hour Workweek for the period of June 26 through August 22, 2003 as a cost saving measure. | |

PERSONNEL REPORTS NO. 11

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|-----|-----------------------------|-----|
| 16. | Academic Personnel | 94 |
| 17. | Classified Personnel | 102 |
| 18. | Personal Service Agreements | 113 |

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