# 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 Mrs. Gabrielian at 5:03 p.m. on Monday, December 12, 2011 in Kreider Hall of the San Rafael Building.

Trustees Present:	Administrators Present:	Mr. Ron Nakasone
Mrs. Anita Quinonez Gabrielian	Dr. Dawn Lindsay	Mr. Amir Nour
Dr. Armine G. Hacopian	Ms. Lisa Brooks	Dr. Rick Perez
Dr. Vahé Peroomian	Dr. Kristin Bruno	Dr. Jewel Price
Ms. Ann Ransford	Ms. Brenda Jones	Mr. Alfred Ramirez
Mr. Anthony P. Tartaglia	Mr. Wayne Keller	Ms. Jan Swinton
Ms. Suzanna Sargsyan ST	Ms. Deborah Kinley	Ms. Donna Voogt

Dr. Mary Mirch Mr. Gary Montecuollo

Ms. Elmira Nazaryan

Representatives Present:

Academic Senate: Mr. Michael Scott CSEA: Ms. Saodat Aziskhanova

Guild: Ms. Isabelle Saber

The media was represented by the Glendale News Press and the El Vaquero. An audio tape of this meeting will be on file in the Superintendent/President's Office, at the Glendale Central Library, and on the college's website at <a href="http://www.glendale.edu/boardoftrustees">http://www.glendale.edu/boardoftrustees</a>>. 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. Armen Ter-Oganesyan, ASGCC Senator of Campus Activities Committee.

Due to a brief power outage prior to the board meeting and at the request of Mrs. Gabrielian, Chief Gary Montecuollo reviewed the emergency exit procedures with those in attendance.

## COMMENTS FROM THE AUDIENCE - BOARD AGENDA ITEMS ONLY

1. Mr. Hoover Zariani, 250 South San Fernando Blvd., Burbank, CA 91502

Said that he wished to make two comments:

a) Mr. Zariani spoke in support of approval of New Business Report No. 3 - Side Letter Agreement Between the District and California School Employees Association (CSEA) Glendale College Chapter 76.

## **COMMENTS FROM THE AUDIENCE - BOARD AGENDA ITEMS ONLY - continued**

b) Mr. Zariani said that, on the behalf of the CSEA, he wished to thank outgoing CSEA President Saodat Aziskhanova. He commended Ms. Aziskhanova's hard work and dedication during her five-year tenure. Mr. Zariani presented Ms. Aziskhanova with a plaque and flowers. Ms. Aziskhanova received a standing ovation.

Mrs. Gabrielian thanked Ms. Aziskhanova and said that she had served with integrity and that it had been the Board's privilege to work with her. She then presented a plaque to Ms. Aziskhanova, on behalf of the Board, Administration and campus community.

## **SPECIAL PRESENTATIONS**

1. "Certificate of Appreciation to Glendale Kiwanis"

Ms. Lisa Brooks, Executive Director, Glendale College Foundation, Inc. introduced Ms. Meg Chil-Gevorkyan, Circle K Club Advisor and Suzanna Sargsyan, Circle K Club President. Ms. Brooks then introduced Glendale Kiwanis President, Ms. Susie Dell and Immediate Past President, Mr. Bruce Hinkley. She thanked them for the Glendale Kiwanis' support of the Glendale Community College students and the two generous scholarships that they sponsor. Board President Mrs. Gabrielian, then, on behalf of the Board of Trustees, presented a certificate of appreciation to Ms. Dell and Mr. Hinkley.

 "Glendale Community College Video Clip from KCAL 9 Television Show, California Adventure TV"

Ms. Deborah Kinley, Interim Associate Dean, Continuing and Community Education, introduced a Glendale Community College two-minute recruiting video clip that was aired on KCAL 9 Television Show, *California Adventure TV* prior to the start of the Fall semester. She said that the college owns the footage and that the clip will be utilized for student outreach programs, cable television and online venues.

Ms. Kinley thanked the work of videographer Scot Stalnaker and Marketing Committee members Greg Parks, Scot Stalnaker, Henan Joof, Alex Leon and Alen Andriassian. In conclusion, Ms. Kinley thanked and recognized the students appearing in the video: Inga Dabagian, Anahid Jamshidian, Karen Rosas, Isaac Pedraza, Janet Shamilian, and Rashon Washington.

Mrs. Gabrielian said that it was a beautiful video clip and that it should continue to be promoted. She thanked the committee and Ms. Kinley, who coordinated the project.

3. "The Science Center Outreach Program: An Update"

Dr. Jean Lecuyer, Science Center Director, and Dr. Jennifer Krestow, Acting Planetarium Director presented "The Science Center Outreach Program: An Update" utilizing a PowerPoint presentation.

Dr. Lecuyer covered the following topics in Part I:

- Part I: Activity Room
  - Introduction: Brief Historical Review
  - Current program

## SPECIAL PRESENTATION NO. 3 - continued

Dr. Krestow covered the following topics in Part II:

- Part II: Planetarium
  - Current program
  - Recent [personnel] changes

At the conclusion of the presentation, each Board Member thanked Dr. Lecuyer and Dr. Krestow for their outstanding work. Additional comments included:

- Dr. Hacopian suggested finding a way to help pay for the cost of the elementary school children's buses for visits to the Planetarium.
- Dr. Peroomian encouraged outreach efforts to include mailings, donor wall and requests for donations.
- Ms. Ransford suggested sharing the letters that the Planetarium receives from the school children. Acknowledged former Congressman Jim Rogan and Congressman Adam Schiff who initially helped bring the Planetarium to fruition by securing a set aside. Suggested airing a Planetarium segment on the Gateways TV show.
- Dr. Hacopian said that the Planetarium needs a marketing plan and said that she was directing Dr. Lindsay to do so.
- Dr. Mirch commended Dr. Krestow for her dual role as Acting Planetarium Director and faculty member.

## 4. "PeopleSoft Update"

Mr. Wayne Keller, Associate Vice President, Information and Technology, presented "PeopleSoft Update" utilizing a PowerPoint presentation. Topics covered were as follows:

- Completed Projects
- I.T. Staff Accomplishments
- Current Projects
- Post-Implementation Activities
- Server Room Upgrade

Comments at the conclusion of the presentation included the following:

- Mr. Tartaglia thanked Mr. Keller for his report and noted that this is the first comprehensive analysis that he's seen on the subject.
- Dr. Hacopian thanked Mr. Keller and said that the Board appreciates his leadership. She requested a tour for the Board when the server room is completed. Ms. Ransford also voiced her interest in a tour.
- In response to a query by Mrs. Gabrielian regarding SEP's (Student Educational Plans), Dr. Price offered to make a presentation to the Board on the SEP process once it is integrated with PeopleSoft.

## 5. "Glendale College Cafeteria"

Mr. Ron Nakasone, Executive Vice President, Administrative Services, presented "Glendale College Cafeteria" utilizing a PowerPoint presentation. Topics covered were as follows:

- Operating Statement
- Total College Support
- Key Financial Ratios

## SPECIAL PRESENTATION NO. 5 - continued

- Staffing Levels
- Salary
- Benefits
- Challenges
- Changes Made
- Future of Cafeteria
- Outsourcing Restrictions

Comments at the conclusion of the presentation included the following:

- After a brief discussion, Dr. Hacopian suggested a survey and was supported by her colleagues on this request. Mrs. Gabrielian noted that polling the students and conducting research was needed.
- Ms. Aziskhanova voiced her opposition to the suggestion that outsourcing is an "opportunity" and noted that there are long-term employees in the Cafeteria who have worked for the college for 20 – 30 years. She said that the college has outsourced in the past and that the food vendors were too expensive, had too many requirements and it was not profitable.
  - She noted that the reporting of the Cafeteria employees' benefits in tonight's presentation was not a true picture, that the District pays for all groups' benefits.
  - Ms. Aziskhanova suggested moving forward with the merging of the Cafeteria with Culinary Arts and utilizing student assistants to run the Milky Way.
  - She spoke in support of a survey.

Mrs. Gabrielian thanked Mr. Nakasone for his presentation and Ms. Aziskhanova for her remarks.

#### INFORMATIONAL REPORTS

1. Accreditation Progress Report

The report was duly noted.

2. Measure G Funds Balances and Schedule Update

The report was duly noted with comments as follows:

- Dr. Peroomian inquired about the application for LEED certification for the Garfield Campus and the cost. Mrs. Gabrielian noted that the Board had previously voted for certification. Mr. Nakasone said that the Board, at a previous meeting, had agreed to build future buildings to LEED certification. He said that the LEED certification application for Garfield is part of the budget. He noted that Garfield will reach silver status.
- Dr. Peroomian asked for an update on the Lab/College Services Building funding. Mr. Nakasone said that he hopes to see this in the Governor's budget in January. DSA (Division of the State Architect) has approved the Lab/College Services plans and also the Cafeteria remodel plans. He noted that there are plans to move Culinary Arts. If there is no funding for the Lab/College Services Building in 2012-13, the college has the option of keeping Los Robles intact and putting the Cafeteria remodel on hold.

## **INFORMATIONAL REPORTS** - continued

3. PeopleSoft Implementation Status Report

The report was duly noted.

4. Server Room Upgrade

The report was duly noted.

#### RESOLUTIONS

 Resolution No. 23: Approval of Request for Declaration of Emergency and for Authorization to Enter into Contracts for All Repairs Associated with This Emergency

It was moved (Mr. Tartaglia) and seconded (Dr. Peroomian) to approve Resolution No. 23.

• After Dr. Lindsay briefly recapped the events of the water line emergency, Dr. Hacopian requested that the District review its insurance coverage on such a situation. Dr. Lindsay will report the findings to the Board.

The motion passed unanimously.

#### FIRST READING REPORT

1. Student Services – Deletion of Board Policy 5010: Student Services Mission Statement

First Reading Report No. 1 was duly noted and will return to a future board meeting for a second reading and request for approval.

## **CONSENT CALENDAR**

The following item was pulled from the Consent Calendar and placed under "New Business/Action" for discussion (page 6 of these minutes). The Board Member making the request is also noted.

<u>Consent Calendar Item No. 9</u>: Acceptance of Grant from California State University, Northridge for Research Subaward - Mrs. Gabrielian

- 1. Approval of Minutes Regular Board Meeting of November 21, 2011
- 2. Warrants District Funds November 1, 2011 through November 30, 2011
- 3. Purchase Order Listing November 1, 2011 through November 30, 2011
- 4. Contract Listing November 1, 2011 through November 30, 2011
- 5. Budget Revisions and Appropriation Transfers General Fund Unrestricted (01) November 1, 2011 through November 30, 2011
- 6. Budget Revisions and Appropriation Transfers General Fund Restricted (03) November 1, 2011 through November 30, 2011
- 7. Budget Revisions and Appropriation Transfers Professional Development Center (59) November 1, 2011 through November 30, 2011

## **CONSENT CALENDAR - continued**

- 8. Budget Revisions and Appropriation Transfers GO Bond Proceeds (Series E) Fund (70) November 1, 2011 through November 30, 2011
- 9. Acceptance of Grant from California State University, Northridge for Research Subaward
- 10. Declaration of Surplus
- 11. Academic Personnel Report No. 6
- 12. Classified Personnel Report No. 6

It was moved (Ms. Ransford) and seconded (Dr. Hacopian) to approve Consent Calendar Items 1 through 8 and 10 through 12. The motion passed unanimously.

#### **NEW BUSINESS REPORTS/ACTION**

<u>Consent Calendar Item No. 9</u>: Acceptance of Grant from California State University, Northridge for Research Subaward

It was moved (Ms. Ransford) and seconded (Ms. Sargsyan) to approve Consent Calendar Item No. 9.

• At Mrs. Gabrielian's request, Dr. Lindsay recapped the terms of the subaward. Dr. Lindsay acknowledged Dr. Bruno and Ms. Swinton for their efforts in securing this award. Mr. Tartaglia expressed his appreciation to Dr. Bruno and Ms. Swinton.

The motion passed unanimously.

1. Revised Student Fee Schedule for 2011-12 Academic Year - Effective Spring 2012

It was moved (Mr. Tartaglia) and seconded (Ms. Ransford) to approve New Business Report No. 1.

• At the request of Mrs. Gabrielian, Dr. Lindsay gave an update on where the college stands with FTES. At the request of Dr. Hacopian, Dr. Lindsay defined "fees."

The motion passed unanimously.

2. Amendments to the Collective Bargaining Agreement Between the District and the Guild 2009-2012 Tentative Agreement

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

• Dr. Lindsay noted that a revision to page 75, "Article III. Guild Rights. Section 2 – Protection of Faculty Members," had been distributed [to the Members of the Board, other dais participants and recording secretary]. The sentence, appearing on page 75 at the end of paragraph A, "It is further understood faculty are expected to comply with BP 4030," was removed in the revised document.

## NEW BUSINESS REPORT NO. 2 - continued

• It was noted that New Business Report No. 2 stated "pending ratification." It was further noted that [since publication of the board agenda] the items had been ratified today.

The motion passed unanimously.

3. Side Letter Agreement Between the District and California School Employees Association (CSEA) Glendale College Chapter 76

It was moved (Ms. Ransford ) and seconded (Dr. Hacopian) to approve New Business Report No. 3.

- Mrs. Gabrielian said she wished to note that "pending ratification" is correctly reflected in this report.
- Dr. Lindsay said that she wished to thank Ms. Aziskhanova for her advocacy for the CSEA during her tenure and for recognizing the views of the District. She also acknowledged Ms. Aziskhanova and the CSEA for bringing forward this side letter in response to the faculty union.

The motion passed unanimously.

#### **REPORTS**

## 1. ACADEMIC SENATE REPRESENTATIVE TO THE BOARD

Mr. Michael Scott

- Said that GCC and Glendale Unified School District are in discussion on Middle College.
- Provided an update on the progress of the Student Success Task Force report.
- Expressed his kudos to the Science Center Outreach program.
- Acknowledged and thanked Mr. Dave Mack upon his December retirement. Said that Mr. Mack's presence, knowledge and ability will be missed.
- Thanked Ms. Aziskhanova. Said that he enjoyed working with her and will miss her.
- Wished everyone a wonderful holiday season.

## 2. GUILD REPRESENTATIVE TO THE BOARD

Ms. Isabelle Saber

- Thanked Ms. Aziskhanova for her passionate leadership for her bargaining unit and dedication to the campus.
- Thanked the CSEA for the side letter in tonight's board report addressing the reassignment of classified employees in Winter.
- Thanked the Board for ratifying the Guild packet. Recognized Dr. Jewel Price for her dedication and efforts in bringing this forward and Mr. Mike Allen.
- Reviewed the negotiations history of the last few years and proposed that "me too" worked well, whereas "proportional share" did not. Suggested holding hands and working together once again.
- Said that openers for the 2012-2015 contract will be brought forward at the beginning of the year. Wished both negotiations teams good luck.
- Thanked the Board and Administration for their flexibility in this round of negotiations.

## **REPORTS** - continued

#### 3. CSEA REPRESENTATIVE TO THE BOARD

Mrs. Saodat Aziskhanova

- Noted that this is her last board meeting as CSEA President and commented as follows:
  - Thanked the membership for electing her. Said it was an honor and privilege to serve.
  - o Commended her Executive Board for their help and support: Hoover Zariani, Tzoler Oukayan, Bill Elbettar, Margaret Nadir, Shauna Wilkes, Sebou Aghajani and Narbeh Nazari.
  - o Thanked Frankie Strong, Governance Coordinator.
  - o Thanked the Board.
  - o Thanked Dr. Lindsay and the Administration for their advocacy, fairness and open door policy.
- Said that the election result for the CSEA officers will be announced on Wednesday [December 14] at the CSEA Holiday Party. All are invited.
- Will continue to serve as CSEA Past President and CSEA Chief Negotiator.
- Thanked [Academic Senate Presidents] Michael Scott, John Queen, and Sid Kolpas.
- Thanked [Guild Presidents] Gordon Alexandre and Isabelle Saber.

#### 4. VICE PRESIDENTS

- Dr. Rick Perez, Vice President, Student Services
  - Provided an athletics update.
  - Thanked Ms. Aziskhanova and said she'd be missed.

## Dr. Mary Mirch, Vice President, Instructional Services

- Thanked Ms. Aziskhanova.
- Announced that Ms. Deborah Kinley has been appointed Interim Associate Dean, Continuing and Community Education, Garfield Campus.
- Announced that Mr. Scott Rubke was recognized at the L.A. Economic Development Corps Meeting last Wednesday. Acknowledged Ms. Jan Swinton.
- Wished all Happy Holidays.

## Mr. Ron Nakasone, Executive Vice President, Administrative Services

- Expressed his appreciation for Ms. Aziskhanova.
- Reported that December 15 is a critical date for the college and that the State will declare what tier will be implemented for mid-year budget cuts.
- Reported on the Governor's proposal for tax relief and said that the initiative's passage is critical for community colleges.

## 5. SUPERINTENDENT/PRESIDENT

# Dr. Dawn Lindsay

- Noted that GCC is one of five community colleges participating in give backs. Commended the college for doing so.
- Thanked Ms. Aziskhanova.
- Made note of the college's achievements and partnerships this past year: removal from accreditation warning; the faculty and staff's garnering of grants; successful new relationships with Glendale Arts, GUSD (Middle College and Redistricting), Glendale Rotary, Glendale Kiwanis, and Disney.
- Said that the Board and everyone at GCC continues to serve its students and the Community and that the Board should be proud of every employee at GCC.

## **REPORTS** - continued

# 6. BOARD OF TRUSTEES

Student Trustee, Ms. Suzanna Sargsyan

- Thanked Ms. Aziskhanova.
- Noted the many drives on campus [for various donations] during the holiday season.
- Said that the results of the ASGCC elections will be announced this Wednesday at a student banquet event.
- Wished the students the best on finals, continuing through Wednesday.
- Noted the success of the Montrose Christmas Parade and thanked the Board and Dr. Lindsay.
- Wished all Happy Holidays and Happy New Year.

## Member, Mr. Tony Tartaglia

- Thanked Ms. Aziskhanova and said that he has enjoyed their 17-year working relationship. Said that Ms. Aziskhanova represented the CSEA well and has been their champion.
- Events attended:
  - o City of Glendale Manager Jim Starbird's retirement event on December 2. Noted the college's relationship that Dr. Lindsay has built with the City; and added that, as a result, Dr. Peroomian and he have served on many City hiring boards.
  - o Enjoyed participating in the Montrose Christmas Parade. Mentioned the use of GCC Campus Police segues in the parade and noted that this is another example of the college's relationship with the City, as the Glendale Police Department was instrumental in the acquisition of these vehicles. Thanked Chief Montecuollo.
  - o Classified Council Holiday Party.
  - Senate Holiday Party.
- Thanked El Vaquero reporter, Angel Silva, for his excellent review of the movie, Hugo.
- Wished all Happy Holidays.

## Member, Dr. Vahé Peroomian

- Congratulated everyone in the GCC athletic programs for their successes this past year.
- Congratulated Ms. Kinley on her new position.
- Thanked the Guild and everyone who stepped up.
- Thanked Ms. Aziskhanova and said that it had been a pleasure working with her and that she'll be missed.
- Said that he participated in the Montrose Christmas Parade and noted that he attended as new resident of Montrose.
- Said that he attended the Armenian National Committee Western Region Banquet and was recognized.
- Wished everyone Happy Holidays and a Happy New Year. Said to remember the food banks and shelters in their holiday giving.

## Clerk, Ms. Ann Ransford

- Thanked Ms. Aziskhanova and noted her grace.
- Attended a GCC football game and commented that the cheerleading squad was amazing.
- Attended the signing of the Korean MOU [DongJakGu of Seoul] and congratulated Dr. Jewel Price.
- Attended the GCC Concert Singers holiday concert and thanked Director, Peter Green.
- Attended the Armenian National Committee Western Regional Conference. Noted that she was a speaker and addressed fundraising.
- Noted that she had conferred with GUSD Board President Joylene Wagner and GUSD Board Member Nayiri Nahabedian regarding Middle College and said she hopes this comes to pass.

## REPORTS - Board of Trustees - Ms. Ransford - continued

- Commented on George Skelton's article in today's L.A. Times, "Let's make textbooks affordable." Distributed copies of the article to her colleagues.
- Said that this is the season to be thankful and said that she is thankful to the Guild, CSEA, and Administration for keeping the college on course.
- Wished all Happy Holidays.

#### Vice President, Dr. Armine Hacopian

- Participated in the Montrose Christmas Parade.
- Attended the Senate Holiday Party.
- Thanked Chief Gary Montecuollo for immediately informing the campus and providing updates during last week's Virginia Tech incident.
- Thanked Congressman Schiff for featuring his GCC honorary degree in his recent newsletter. Requested that a thank you note be sent to him.
- Suggested building on the GCC/City relationship and inviting new City Manager, Mr. Scott Ochoa to lunch or to go to a City Council meeting to welcome him. Dr. Lindsay noted that Ms. Ransford had suggested a welcome event for Mr. Ochoa at GCC in March once the faculty has returned for Spring semester.
- Thanked Ms. Aziskhanova.
- Asked Dr. Lindsay to organize the staff to attend the next College of the Canyons paperless board meeting and to inform the Board of the date.
- Wished all Happy Holidays.

#### President, Mrs. Anita Quinonez Gabrielian

- Said that we've seen examples of why the college is successful: the beautiful campus, the programs, the upgrading of I.T. Thanked Ms. Aziskhanova, Ms. Saber, and Mr. Scott. Thanked the students, faculty and support services. Said it's dedicated people who make the college what it is.
- Thanked Ms. Aziskhanova for her service as CSEA President.
- Extended a special thank you to Dr. Lindsay for her leadership and said that she has done an outstanding job.
- Thanked Dr. Bruno, Dr. Price, and Ms. Swinton.
- Wished all a beautiful holiday season.

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

# Mr. Tartaglia

Requested a presentation on Middle College. Mrs. Gabrielian replied that they will look at the best timing for this presentation as the issue goes through governance.

## COMMENTS FROM THE AUDIENCE ON ANY SUBJECT

- Mr. Samir Abou-Rass, GCC Police Sergeant, 1500 N. Verdugo Road, Glendale, CA 91208
  - Thanked Ms. Aziskhanova for her outstanding leadership.
  - Said that Chief Montecuollo had departed from the Board Meeting due to a family emergency. On his behalf, extended Chief Montecuollo's "Season's Greetings."

As there were no further comments, Mrs. Gabrielian announced at 8:04 p.m. that the public portion of the meeting had now concluded and that the Board would recess to Closed Session. She said that the Board would not be reporting out.

# **CLOSED SESSION**

1. CONFERENCE WITH LABOR NEGOTIATORS

pursuant to Government Code §54957.6

a. Agency designated representative: Dr. Paul Schlossman

Employee organization: California School Employees Association

b. Agency designated representative: Dr. Jewel Price

Employee organization: Glendale College Guild

2. DISCIPLINE/DISMISSAL/RELEASE OF PUBLIC EMPLOYEE pursuant to Government Code § 54957 - one position

**RECONVENE IN PUBLIC SESSION** – 10:00 p.m.

**REPORT OF CLOSED SESSION ACTION** - There were no items to report out.

## **ADJOURNMENT**

Since all business on the agenda had been conside that the meeting was adjourned.	dered, Mrs. Gabrielian announced at 10:00 p.m.
Mrs. Anita Quinonez Gabrielian, President	Ms. Ann H. Ransford, Clerk

Board of Trustees Regular Meeting, December 12, 2011 Minutes recorded by Sally Holmes, Secretary to the Superintendent/President.