

GLENDALE COMMUNITY COLLEGE DISTRICT
1500 N. Verdugo Road
Glendale, CA 91208

BOARD OF TRUSTEES MEETING NO. 17

The special meeting of the Glendale Community College District Board of Trustees was called to order by Dr. Hacopian at 8:04 a.m. on Wednesday, May 9, 2012 in the Student Center, SC 212.

Trustees Present

Mrs. Anita Quinonez Gabrielian
 Dr. Armine G. Hacopian
 Dr. Vahé Peroomian
 Ms. Ann Ransford
 Mr. Anthony P. Tartaglia
 Ms. Suzanna Sargsyan
 (excused)
 Ms. Bianca Saleebyan

Administrators Present

Dr. Susan Courtney
 Ms. Brenda Jones
 Dr. Edward Karpp
 Mr. Wayne Keller
 Dr. Mary Mirch
 Mr. Ron Nakasone
 Dr. Rick Perez
 Ms. Donna Voogt

Representatives Present

Academic Senate: Ms. Alice Mecom
 CSEA: Mr. Hoover Zariani
 Guild: Ms. Isabelle Saber

The media was not represented. 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 <http://www.glendale.edu/boardoftrustees>. 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 Ms. Bianca Saleebyan, ASGCC Vice President of Campus Activities.

After Roll Call, Dr. Hacopian noted that Ms. Bianca Saleebyan would represent Student Trustee Sargsyan, who was in class. Dr. Hacopian also noted that Ms. Alice Mecom was representing the Academic Senate and that Mr. Richard Kamei would represent the Guild until the arrival of Ms. Saber. Ms. Saber arrived at 8:07 a.m.

COMMENTS FROM THE AUDIENCE – BOARD AGENDA ITEMS ONLY

There were no comments.

SPECIAL PRESENTATIONS

1. "The Proposed Job Announcement for the Interim Superintendent/President Position"

Ms. Donna Voogt, Administrative Dean, Human Resources provided hard copies of the proposed job announcement to the Members of the Board, other dais participants, and recording secretary. The document was also projected on three screens in the meeting room for dais and audience viewing.

Ms. Voogt suggested walking through the document and making any edits during the presentation. The Board accepted Ms. Voogt's suggestion. Editing of the document proceeded sequentially until reaching "Selection Process." At this point, Dr. Peroomian requested that the Board consider New Business Reports Nos. 2 through 5, as he noted that the content of "Selection Process" was dependent upon the outcome of these New Business Reports. (Please see pages 2-3 of these minutes for outcomes.) After consideration of and voting on New Business Reports Nos. 2 through 5, the Board returned to "Selection Process" for editing and completion of the job announcement review.

SPECIAL PRESENTATION NO. 1 - continued

At the conclusion of the review of the job announcement, Dr. Hacopian called for comments.

- Ms. Mecom referred to “Minimum Qualifications,” Section 2 and stated that the Senate would be uncomfortable with the addition of “K-12” senior administrative experience. Discussion ensued.
- Ms. Saleebyan remarked on the Student Trustee’s name on the job announcement and noted that there would be a change in term for the Student Trustee during the interim hiring process. It was then determined that the process would be concluding at the time that the 2012-2013 Student Trustee is sworn in.

At this time, Dr. Hacopian invited comment from the audience.

- Mr. Richard Kamei spoke in support of striking “At this time,” on page 1, paragraph 2, sentence 2, so that the sentence reads: “The Board of Trustees has decided that the interim Superintendent/President may not apply for the permanent position.”
- Dr. John Queen spoke in disapproval of the addition of “K-12” senior administrative experience.

NEW BUSINESS REPORTS

1. Approval of the Job Announcement for the Position of Interim Superintendent/President

Discussion on the job announcement content and edits to the document occurred during Special Presentation No. 1. At the conclusion of Special Presentation No. 1, the edited job announcement was considered by the Board of Trustees.

It was moved (Mr. Tartaglia) and seconded (Ms. Saleebyan) to approve the job announcement as presented (Option A) and amended.

The motion passed unanimously.

2. Options for Recruiting the Interim Superintendent/President

It was moved (Dr. Peroomian) and seconded (Mrs. Gabrielian) that the Board direct the Administrative Dean, Human Resources to facilitate the process (Option B).

The motion passed unanimously.

3. Determination of Process for Paper Screening and Ranking of Candidates for the Interim Superintendent/President Position

It was moved (Ms. Ransford) and seconded (Ms. Saleebyan) to approve Option A for paper screening and ranking the candidates: Continued use of a focus group organized by Human Resources and comprised of representatives of various constituencies.

- Ms. Saber asked for the distinction between a focus group and a hiring committee and how the interim Superintendent/President process differs. She also asked, while the focus group will paper screen, it will not be able to interview the candidates.
- Mr. Tartaglia noted time constraints.
- Dr. Hacopian said that the task of paper screening should not be minimized.
- Dr. Hacopian noted that the Board wants to interview the candidates themselves, as the Superintendent/President is the Board’s employee. Dr. Peroomian concurred and said he feels it’s the Board’s job to interview.
- Ms. Ransford noted that there are two reasons for this process: a time crunch and a recruitment crunch.

NEW BUSINESS REPORT NO. 3 – continued

- Ms. Ransford inquired about the composition of the focus group. Ms. Voogt replied: one representative each from the Guild, Senate, CSEA, Management, Foundation and Students.
- Ms. Voogt made note that “focus group” should be referred to as “task force.”

The motion passed unanimously.

4. Determination of Process for Interviewing Candidates for the Interim Superintendent/President Position

Dr. Hacopian read Options A and B and said that, as a reminder, (reading from New Business Report No. 4) the Board is the responsible entity for the final selection of the interim Superintendent/President.

It was moved (Mrs. Gabrielian) to approve Option B for selecting and interviewing candidates from the ranked list: The Board may choose to delegate the responsibility of initial interviewing to Human Resources with the expectation that a ranked list of finalists will be presented to the Board.

There was no second and the motion failed.

After a brief discussion to clarify the role of the focus group/task force, the following motion was made:

It was moved (Dr. Perroomian) and seconded (Mr. Tartaglia) to approve Option A for selecting and interviewing candidates from the ranked list: The Board will determine the candidates to be interviewed, interview them, and make the final selection.

The motion passed unanimously.

5. Approval of the Timeline for the Search for the Interim Superintendent/President

It was moved (Dr. Perroomian) and seconded (Ms. Ransford) to approve the recruiting timeline for the interim Superintendent/President position as presented in New Business Report No. 5.

The motion passed unanimously.

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

There were no requests.

Dr. Hacopian noted that Dr. Lindsay was not present at today's board meeting, as she is recuperating from surgery. She expressed her well wishes to Dr. Lindsay. Dr. Hacopian then announced at 9:31 a.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 report out. Dr. Hacopian thanked all for their feedback and participation today.

CLOSED SESSION

1. PUBLIC EMPLOYEE APPOINTMENT OR EMPLOYMENT
pursuant to Government Code § Section 54957
Title: Interim Superintendent/President

RECONVENE IN PUBLIC SESSION – 10:00 a.m.

REPORT OF CLOSED SESSION ACTION – None

ADJOURNMENT

Since all business on the agenda had been considered, the meeting was adjourned 10:00 a.m.

Dr. Armine G. Hacopian, President

Dr. Vahé Peroomian, Clerk

Board of Trustees Special Meeting, May 9, 2012
Minutes recorded by Sally Holmes, Secretary to the Superintendent/President.