

ADOPTED

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

BOARD OF TRUSTEES MEETING NO. 19

The special meeting of the Glendale Community College District Board of Trustees was called to order by Dr. Hacopian at 9:01 a.m. on Wednesday, May 30, 2012 at the Professional Development Center, Room 200, 2340 Honolulu Avenue, Montrose, CA 91020.

Trustees Present

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

Administrators Present

Dr. Dawn Lindsay
Dr. Edward Karpp
Mr. Ron Nakasone
Dr. Ricardo Perez
Ms. Donna Voogt

Representatives Present

Academic Senate: Mr. Michael Scott
CSEA: Mr. Hoover Zariani
Guild: Ms. Isabelle Saber

The media was represented by the Glendale News Press. 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>.

PLEDGE OF ALLEGIANCE – The Pledge of Allegiance was led by Dr. Lindsay.

COMMENTS FROM THE AUDIENCE – BOARD AGENDA ITEMS ONLY

There were no comments.

STUDY SESSION

The study session was facilitated by Ms. Ann Ransford, Vice President, Glendale Community College District Board of Trustees. Agendized topics addressed were:

1. Review of Board Goals - 2011-12
2. Board Self-Evaluation - 2011-12
3. Board Goals - 2012-13

REVIEW OF BOARD GOALS FOR 2011-2012 AND DEVELOPMENT OF BOARD GOALS FOR 2012-2013

The Board reviewed each of the goals as presented in the 2011-2012 Board Goals document and developed their 2012-2013 goals simultaneously.

Ms. Ransford called on Dr. Edward Karpp, who represented the Vice President of Instructional Services at the Board Retreat, to address the Fall 2011 Governance and Leadership Survey/Board of Trustees with relation to Goal D, Communication and Goal E, Shared Governance.

STUDY SESSION - continued

The following comments made sequentially during the review of the 2011-2012 Board Goals:

Revision/Development of **Goal B – Fiscal Stability** for 2012-2013 Board Goals:

- Monitor implementation of recommendations and legislated requirements of the Student Success Task Force.
- Lead and participate in the district's advocacy efforts at the local, state and federal levels.

Goal C: Accreditation

- Dr. Hacopian requested a monthly informational board report on SLO's (Student Learning Outcomes).

Revision/Development of **Goal D: Communication** for 2012-2013 Board Goals

- Improve communication with GCC Foundation. Share the college's unfunded priorities with the Foundation. Conduct an annual joint Board of Trustees/Glendale College Foundation meeting to communicate the District's priorities and needs on a yearly basis.

Addition to **Goal D: Communication** for 2012-2013 Board Goals

- Ensure that the leadership survey is shared in a timely manner with the Board.

Revision/Development of **Goal E: Shared Governance** for 2012-2013 Board Goals

- Solicit feedback and re-align the process from constituent groups on implementation of Board goals prior to the completion of its annual self-evaluation.
 - Ms. Ransford suggested doing the Board Self Evaluation in November in conjunction with the Leadership Survey.
 - Dr. Peroomian suggested including the most salient questions from the Board Self-Evaluation on the Leadership Survey.

Revision/Development of **Goal F: Capital Improvement** for 2012-2013 Board Goals

- Establish a facilities index for the Glendale Community College District.

Addition of **Goal G: Diversity** to 2012-2013 Board Goals

- Implement policies that will ensure that the college has a diverse student, faculty and staff population.
 - Mrs. Gabrielian requested a presentation to the Board on diversity.

Addition of **Goal H: Education and Training** to 2012-2013 Board Goals

- Enhance in-house educational opportunities for the Board of Trustees.

The meeting recessed at 10:15 a.m. for a short break. At 10:30 a.m., the meeting reconvened, with all Board Members present. By Board consensus, due to the instruction schedule of Mr. Marsden, Special Presentation No. 1, "Why Are We So Special," was considered next. The Board Self-Evaluation study session was addressed at 12:25 p.m.

BOARD SELF-EVALUATION FOR 2011-2012

The Board reviewed the collective rankings on each of the itemized questions in the 2011-2012 Trustee Evaluation Instrument document. As an outcome of the review, the Board determined that two additional goals addressing student, faculty and staff diversity and in-house Board educational opportunities should be added to their 2012-2013 Board Goals. (Please see above Board Goals section.)

SPECIAL PRESENTATIONS

1. “Why Are We So Special”

Mr. Ron Nakasone, Executive Vice President Administrative Services, provided introductory remarks and introduced Mr. Steve Marsden, Professor of Mathematics. Mr. Marsden prefaced his presentation by saying that the college needs to not just look at expenditures, but at revenues and programs. He said that the goal of his report is to get the discussion out on the table. He said that, as the title of his presentation suggests, this is about people and services to students. Mr. Marsden said that the Board of Trustees has a commitment to people – staff and students – and that in the coming year will have to weigh the commitment. He said that not treating people with dignity and respect will tear the college apart. He remarked that GCC recovery depends on how the Board handles the economic situation that the college is in. He asked the Board to “go slow” and not rush for the sake of the tentative budget. He asked them to trust the leadership of the GCC administration, Senate, CSEA and Guild.

Mr. Marsden then presented his report, “Why Are We So Special – An Analysis of the Glendale College Budget as compared to the budgets of the other twelve Los Angeles County Community College District.” The report consisted of 6 introduction/summary pages and 27 pages of charts comparing GCC’s budget to that of the other community college districts in L.A. County. The budget data was extracted from the State Chancellor’s website. Mr. Marsden reviewed the charts sequentially, the data of which was organized in four parts: Expenditures and Revenues; Number of Employees; Miscellaneous; and Salaries & Benefits by Activity Code.

At the conclusion of Mr. Marsden’s presentation, each Board Member thanked him for his work on his extensive report. After several Board Members referred to Mr. Marsden’s comment about “going slow,” he said that he wished to define this as not rushing to lay-off notices. He also recommended that the college think more long-term in looking at programs. When asked how this would come about, Mr. Marsden said that it was his job to provide the data – this was his gift to the college, because there’s been a lack of data. He said that the report provides the questions. He does not have the answers.

- Dr. Hacopian noted the need to look at programs.
- Mr. Tartaglia said that his concern is fiscal responsibility, that band-aid budgeting cannot continue.
- Dr. Peroomian thanked Mr. Marsden and lauded Mr. Nakasone for the amazing job he’s done. He said that GCC has maintained an ending balance because the college has been shrinking. He noted that the cost of benefits is going up and salaries are being cut. He said that we have to make an effort to figure out what it costs to run the college and come up with a formula.
- Ms. Ransford asked how broadly Mr. Marsden’s report has been shared. Mr. Marsden said that he would coordinate its posting online.
- Mrs. Gabrielian thanked Mr. Marsden and said that his report contained the most empirical data ever seen. She suggested adding return of investment and best case on the tables.
- Ms. Saber expressed the Guild’s commitment to the campus and said that they had a collective interest in the college. She said that if [the District] expects concessions, the Guild urges the Board to let go of the “sacred cows.” Ms. Saber said that if the Board wants the Guild’s help, that they have it. The Guild has no interest in demolishing/damaging the house in which they live. She said that the expectation (of the Guild) is that we look at everything. She asked the Board to keep an open mind regarding all programs and categoricals.
- Mr. Marsden noted that the college doesn’t have a back-fill, that employee numbers are down. He said that the classified staff is working harder and is the glue that keeps the college together.
- Mr. Zariani said that he echoed Ms. Saber and that the CSEA is willing to do their share. He remarked on the 2003 layoffs and noted that the impact is still felt today. He noted that morale is low. Mr. Zariani asked that the budget situation be addressed in a logical, data-driven way and shared among all groups.

SPECIAL PRESENTATION NO. 1 - continued

At the conclusion of the Board and dais participants' comments, Dr. Hacopian thanked Mr. Marsden and requested that the Board be kept informed as the administration and constituents move forward with this issue.

2. "Transition Plan"

Dr. Dawn Lindsay, Superintendent/President, presented a list to the Board and read the listed items of issues and areas of involvement that she said she believes are critical to maintain.

- Dr. Hacopian noted that if anyone on the dais wished to add an item, to email Dr. Lindsay and to "cc" her on the email.
- Dr. Hacopian said that the Board also has to have a plan and needs to place this on the June 25 board agenda.

3. "Update on Interim Superintendent/President Search"

Ms. Donna Voogt, Administrative Dean, Human Resources, provided the Board with an update of the Interim Superintendent/President Search and stated that, to date, there are 18 candidates, none of whom are internal. The closing date for applications is Friday, June 1.

The Board then determined the following:

- Friday, June 8 – 4:00 p.m. – Board review of task force's ranked list in a closed session.
- Tuesday, June 12 – Board interviews of Interim Superintendent/President (ISP) candidates following the conclusion of Tuesday morning's Special Board Meeting Budget Study Session open session. The Board reserved a timeframe of 10:00 a.m. – 1:00 p.m. for the interviews.
- Thursday, June 14 – The Board tentatively reserved a timeframe of 8:00 – 1:00 p.m. for interviews.

NEW BUSINESS REPORTS/ACTION

1. Options for Recruiting the Permanent Superintendent/President

With the consensus of the Board, New Business Report No.1 was taken out of order at 11:54 a.m. prior to the commencement of a working lunch.

It was moved (Ms. Ransford) and seconded (Mrs. Gabrielian) to approve Option A: to hire a search firm to facilitate the recruitment and hiring process of the permanent Superintendent/President.

There was a brief discussion on the potential of an outside vs. an in-house search process. Ms. Voogt noted that it's not enough to post the job announcement on the Web (internal), that there needs to be a national search (external). She added that, to do the search internally would be a huge drain on resources.

Mrs. Gabrielian suggested developing a menu of items that can be done in-house and utilize a search firm for the other items. Dr. Perroomian supported the delineation of a menu, and noted that all facets need to be closely coordinated with the Board. Mr. Tartaglia said that he is comfortable with Ms. Voogt developing the menu and that he feels the college needs to utilize an outside search firm. Dr. Hacopian said that the parameters can be drawn through an RFP.

The motion passed unanimously.

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

There were none.

As there were no further comments, Dr. Hacopian announced at 1:17 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 report out.

CLOSED SESSION

1. CONFERENCE WITH LABOR NEGOTIATORS
pursuant to Governance Code Section 54957.6
 - a. Agency designated representative: Ms. Donna Voogt
Employee organization: California School Employees Association
 - b. Agency designated representative: Mr. Ron Nakasone
Employee organization: Glendale College Guild
 - c. Agency designated representative: Ms. Donna Voogt
Employee organization: Unrepresented Employees

2. PUBLIC EMPLOYEE PERFORMANCE EVALUATION
pursuant to Government Code Section 54957
Title: Superintendent/President

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

RECONVENE IN PUBLIC SESSION – 3:35 p.m.

REPORT OF CLOSED SESSION ACTION - None

ADJOURNMENT

Since all business on the agenda had been considered, the meeting was adjourned at 3:35 p.m.

Dr. Armine G. Hacopian, President

Dr. Vahé Peroomian, Clerk