The regular meeting of the Glendale Community College District Board of Trustees was called to order by Dr. Hacopian at 5:04 p.m. on Monday, May 21, 2007 in Kreider Hall of the San Rafael Building.

**Trustees Present:**
Mrs. Anita Quinonez Gabrielian  
Dr. Armine G. Hacopian  
Mr. Victor I. King  
Dr. Vahé Peroomian  
Mr. Tony Tartaglia  
Mr. David Arakelyan, ST

**Administrators Present:**
Dr. Audre Levy  
Ms. Sharon Combs  
Dr. Ron Harlan  
Dr. Karen Holden-Ferkich  
Mr. Ron Nakasone  
Dr. Vicki Nicholson  
Mr. Alfred Ramirez  
Ms. Ann Ransford  
Mr. Dave Roswell  
Mr. Scot Spicer  
Ms. Jan Swinton  
Mr. Bill Taylor

**Administrators Present:**
Dr. Kristin Bruno  
Ms. Sharon Combs  
Dr. Ron Harlan  
Dr. Karen Holden-Ferkich  
Mr. Ron Nakasone  
Dr. Vicki Nicholson  
Mr. Alfred Ramirez  
Ms. Ann Ransford  
Mr. Dave Roswell  
Mr. Scot Spicer  
Ms. Jan Swinton  
Mr. Bill Taylor

**Bargaining Unit Reps:**
Dr. Sid Kolpas  
Mr. Gordon Alexandre  
Mr. Abe Barakat  
Guest:  
Mr. Sal Holguin

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 Christopher Krolbian, Senator of Campus Relations.

**APPROVAL OF MINUTES**

1. Regular Board Meeting Minutes of April 23, 2007

   Dr. Peroomian requested that the minutes be amended to include his cell phone number, that it had been his intent that this number be reflected in the minutes.

   It was moved (Mrs. Gabrielian) and seconded (Dr. Peroomian) that the minutes of April 23, 2007 be approved as amended. The motion passed unanimously.

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

The agenda item addressed was Closed Session item no. 1 “Public Employee Appointment: Astronomy Instructor.” All those who spoke expressed support for the employee concerned.

1. Mr. Gordon Alexandre (address not stated)

   In response to Mr. Alexandre’s comments, Dr. Hacopian requested that if Mr. Alexandre had knowledge of other GCC employees in the same situation, to notify the Superintendent/President immediately. Mr. Alexandre clarified that, presently, he knew of no other GCC employee facing the same situation, that he was referring to future possible situations.
2. Dr. Jean Lecuyer, 1630 N. Genesee, Los Angeles, CA

3. Mr. Paul Buehler, 2302 Janet Lee, La Crescenta, CA

4. Dr. Poorna Pal, Professor of Geology/Chair of Physical Sciences, GCC

Dr. Hacopian thanked the speakers.

CLOSED SESSION - The meeting went into Closed Session at 5:35 p.m.

RETURN TO OPEN SESSION – The meeting returned to Open Session at 7:05 p.m. The following was reported out from Closed Session by the President of the Board of Trustees:

1. Public Employee Appointment: Astronomy Instructor

   Dr. Hacopian announced that the Board is directing the Superintendent/President to explore with the employee the District-sponsorship of employment based on immigrant visa for continued employment. The Astronomy instructor expressed her thanks. Dr. Hacopian then added a word of caution, pending INS’s decision.

2. Conference with Real Property Negotiators

   Dr. Hacopian announced that the District will purchase the property at 918 S. Adams, Glendale for $1,150,000. The College’s real estate agent has been directed to pursue this. Additionally, the District is continuing negotiations with the owners of 920 S. Adams and 1130 East Garfield.

3. Conferring of Honorary Degrees

   Dr. Hacopian reported that the Board has agreed to award honorary degrees for the 2006-07 academic year to the Honorable Carol Liu, Mr. Bhupesh Parikh, and Mrs. Kumud Parikh.

4. Conference with Labor Negotiators

   Dr. Hacopian said that this item would be addressed by New Business Report No. 10 on the agenda.

5. Public Employee Appointment

   Dr. Hacopian reported that the Board has directed the Superintendent/President to continue the process for selecting a Vice President of Student Services and to complete the contract negotiations.

SPECIAL PRESENTATION

1. “Baja Station Construction Update” – Dr. José A. Mercadé, Director, Baja California Field Studies Program, Glendale Community College

   Dr. Mercadé presented a Powerpoint slide presentation, which incorporated photographs of various stages of construction of the Baja Station. The photographs may be viewed at glendale.edu/intranet/bajaconstruction. Dr. Mercadé’s presentation covered:

   • Construction Issues
   • Budget Overview
   • Timeline
SPECIAL PRESENTATION - “Baja Station Construction Update” - continued

Dr. Mercadé concluded his update with the Asociación Civil (A.C.) visa status. Visas for Dr. Mercade, Dr. Ron Harlan, Mr. Amir Nour and Dr. Susan Courtey should be available in May, at which time a bank account can be opened.

Dr. Hacopian thanked Dr. Mercadé for his presentation. A brief discussion followed:

- It was clarified that the addition of a restroom is not taking away from the academic section of the field station.
- GCC has use of the present field station through the end of 2008, so that while construction continues at the new site, the program can proceed.

Dr. Hacopian asked Dr. Mercadé to extend a thank you to the on-site construction team.

COMMUNICATIONS

1. SUPERINTENDENT/PRESIDENT
   Dr. Audre Levy
   • Acknowledged the Classified Staff. The week of May 20 is Classified School Employees Week.
   • Attended the Community College Trustees and CEO Regional Caucus at Citrus College with Mrs. Gabrielian. Partnerships for regional grant writing are being explored.

2. VICE PRESIDENTS
   Interim Vice President, College Services, Mrs. Sharon Combs
   • Website RFP team has met. Two RFP’s are eligible and will present demos.
   • Priority registration for the first Summer session has been completed. The figures are better than last year, but headcount is down approximately 8%.

   Executive Vice President, Administrative Services, Mr. Larry Serot
   • Mr. Serot had no comments.

   Vice President, Instructional Services, Dr. Dawn Lindsay
   • Congratulated Mr. Rory Schlueter on being granted tenure.
   • Continuing to work with Division Chairs and Faculty on textbook issue.
   • The Speech and Debate team is doing wonderfully.
   • Attended Oklahoma!
   • Congratulated Mr. Arakelyan and the students for the Academic Decathlon.
   • Has been out in the community meeting people.

3. TRUSTEES
   Student Trustee, Mr. David Arakelyan
   • AS held Genocide Commemoration event on April 24. Thanked Board Members for their attendance.
   • Approved ASGCC Budget.
   • Final funding recommendations made for clubs.
   • IOC Olympics were held.
   • AS working on revising their governing documents.
   • Publishing last newsletter of the year.
   • Looking forward to Honors and Awards Banquet.
   • Elections being held on Thursday, May 24.
   • Second Academic Decathlon held on Friday, May 18. Thanked Mr. King, Dr. Levy and Dr. Lindsay for their attendance.
3. TRUSTEES – Student Trustee, Mr. David Arakelyan - continued
   • Will make a presentation of ASGCC accomplishments at next Board Meeting
   • Thanked all for making his year in office an unforgettable experience.
   • Acknowledged Dr. Levy as being a true champion of student issues.

Trustee, Mrs. Anita Quinonez Gabrielian
   • Attended the First Regional Community College and CEO Association meeting at Citrus College. The mission of that organization is to maintain good communication between community colleges, to facilitate regional partnerships, and to have a stronger voice on legislative issues. The association has asked GCC to host a future meeting.
   • Three GCC students will be honored and receive scholarships from the Glendale Latino Association on Wednesday, May 23.
   • Attended the Patrons’ Club luncheon.
   • Announced the Patrons’ “save-the-date” for the November 2 luncheon at the Castaway.
   • Thanked Student Trustee Arakelyan.
   • Thanked Dr. Sid Kolpas for his tenure on the dais and his work as Academic Senate President.
   • Will not be present at the next Board meeting, as she is traveling to Armenia with her family.

Vice President, Board of Trustees, Mr. Victor King
   • Thanked Mr. Arakelyan.
   • Acknowledged the success of the Decathlon.

Clerk, Board of Trustees, Dr. Vahé Peroomian
   • Attended the CCLC Annual Trustees Conference in early May.
     • Noted that Foothill DeAnza has taken the lead on developing free-domain textbooks and suggested that GCC should look into this.
   • Thanked Dr. Kolpas.
   • Welcomed Dr. Queen.
   • Thanked Mr. Arakelyan and applauded his role as advocate of student issues.
   • Commented on the upcoming Budget and said that he wants to see the College start thinking more longterm and what is needed for upkeep.
     • Factor in needs of new buildings coming online and ensure upkeep of old buildings.
     • When prioritizing, consider needs of maintenance and upkeep of building and grounds.
     • Would like to see a longterm plan to replace Classified employees lost several years ago.
     • Would like to see effort in hiring new employees to maintain the two new facilities coming online.

Trustee, Mr. Tony Tartaglia
   • Thanked Mr. Arakelyan.
   • While in Sacramento, discussed educational issues with Assemblymember Cameron Smythe and suggested the development of subcommittees, one being legislative that the Trustees get involved in to keep abreast of issues such as the Field Act, concurrent enrollment, etc.
   • Announced that the Foundation Golf Tournament is Monday, June 11.

President, Board of Trustees, Dr. Armine Hacopian
   • Welcomed Mr. Alexandre.
   • Recognized Dr. Kolpas’ contributions.
   • Thanked Mr. Arakelyan.
   • Attended the GCC Alumni Banquet.
   • Attended the YWCA Legacy Luncheon.
   • Thanked Mr. Arakelyan and the AS for the genocide event.
4. ACADEMIC SENATE REPRESENTATIVE TO THE BOARD
   Dr. Sid Kolpas
   • Remarked that the Academic Senate applauds the Board’s decision to sponsor Ms. Jennifer Krestow.
   • Thanked the Board of Trustees for their collegiality.
   • Thanked Mr. Arakelyan for his outstanding job.
   • Welcomed Mr. Alexandre.
   • Thanked Ms. Aziskhanova and Mr. Allen for their support.
   • Recent Academic Senate accomplishments:
     • Electronic Device Policy
     • Alcohol & Drug Studies Enhancement Recommendation
     • Task force’s report on increase in enrollment on the main campus is forthcoming to the Senate.
     • Task force report on streamlining flex process & revision of flex manual will be presented to the Senate.
     • Advancement in rank revisions to include full time instructors with assignments of 60% or higher.
     • Awards:
       • Updating the Exceptional Adjunct Faculty Award criteria. An awardee has been chosen for this year and will be announced on May 31.
       • Outstanding Vocational Student Award
       • Distinguished Faculty Award
       • Parker Award
       • Student Scholarships
     • Discussion of a syllabus disability statement for students with disabilities.
     • Faculty diversity task force proposal coming to the Academic Senate on methods of recruiting and retaining a culturally diverse faculty.
     • Proposal on housing location of SLO’s, a main component of next Accreditation.
     • Hiring procedures for Adjunct Faculty. Passed by Academic Senate and going on to Academic Affairs.
     • Working with the division chairs on the Quality in Distance Education Committee.
     • Working with division chairs on the Textbook Selection Committee. Mr. Phil Kazanjian has been appointed Senate Rep.
     • Beginning debate on merging Instructional Hiring Allocation criteria with the Student Services Hiring criteria.
     • Working on Institute Day.
     • Holding a Senate Electorate meeting this year.
     • Elections for Senate Executive will be May 31.

5. GUILD REPRESENTATIVE TO THE BOARD
   Mr. Gordon Alexandre
   • Beginning policy of getting to know Board Members better.
   • Will spend time (beginning in Fall) on getting Community College Initiative passed in February.
   • Requested change in policy to move Closed Session to the end of the Board Meeting or begin the Board Meeting at 3:30 p.m. with Open Session beginning at 5:00 p.m.

Dr. Hacopian stated that there are different ways of conducting the Order of Business, for example, having two Closed Sessions, one at the beginning and one at the end. Dr. Hacopian remarked that the Board understands the issue involved and will work on it.
6. CSEA REPRESENTATIVE TO THE BOARD
Mr. Abraham Barakat

Mr. Barakat represented Ms. Saodat Azikskhanova, who had a prior commitment this evening.

- Thanked the Board for their recognition of Classified School Employees Week.
- Thanked Mr. Arakleyan.
- Thanked Dr. Kolpas for his contributions.
- Thanked Mr. Mike Allen
- Welcomed Mr. Alexandre and Dr. Queen to the dais.
- Appreciated Dr. Peroomian’s comments regarding the Budget and hopes that at some point in time, a longterm budget solution will be adopted.

FINANCE REPORTS

1. Warrants – District Funds, April 1, 2007 through April 30, 2007
2a. Purchase Order Listing, April 1, 2007 through April 30, 2007
2b. Contract Listing, April 1, 2007 through April 30, 2007

It was moved (Dr. Peroomian) and seconded (Mr. Arakelyan) that Finance Reports No. 1, 2a. and 2b. be approved. The motion passed unanimously.

BUDGET REVISIONS AND APPROPRIATION TRANSFERS

1. Budget Revisions and Appropriation Transfers General Fund Unrestricted (01) April 1, 2007 through April 30, 2007
2. Budget Revisions and Appropriation Transfers General Fund Restricted (03) April 1, 2007 through April 30, 2007
5. Budget Revisions and Appropriation Transfers GO Bond Proceeds Fund (70) April 1, 2007 through April 30, 2007

It was moved (Dr. Peroomian) and seconded (Mr. Tartaglia) that Budget Revisions and Appropriation Transfers Nos. 1 through 5 be approved. The motion passed unanimously.

RESOLUTIONS

26. Resolution Recognizing “Classified School Employees Week”

It was moved (Mrs. Gabrielian) and seconded (Dr. Peroomian) that Resolution No. 26 be adopted. The motion passed unanimously.
27. through 30. Signature Resolutions

It was moved (Dr. Peroomian) and seconded (Mrs. Gabrielian) that Resolution Nos. 27 through 30 be adopted.

With regard to Resolution 30, Mr. Tartaglia asked if the Board could receive an update of the investment of district surplus funds. Mr. Serot replied that the Board can be provided with a quarterly report of the district’s interest earnings.

The motion passed unanimously.

31. Assignment of Delinquent Tax Receivables

It was moved (Mr. Tartaglia) and seconded (Dr. Peroomian) that Resolution No. 31 be adopted. The motion passed unanimously.

INFORMATIONAL REPORT

1. Budget Balances as of March 31, 2007

The report was duly noted.

2. Third Quarter Financial Status Report

- Mr. Serot remarked that question VI. was answered in the affirmative and that it is important to recognize that enrollment drives revenues. The College felt a need to identify to the State GCC’s declining enrollment issue in Fall 2006 and Spring 2007.

3. Measure G Funds Balances and Schedule Update

The following points were clarified in the report.

- The completion date for the Health Sciences building is June 30.
- The difficulty in building the elevator tower wall had to do with the rebar design.
- The signal on Mountain Street into the parking structure will be one of the last projects completed. The College is inquiring with the City’s traffic division to ascertain if a GCC police officer may be placed to direct traffic.
- Communication plan to campus & community:
  - The Public Information Office, in conjunction with the City, has put together a program for communicating the ongoing conditions related to Mountain Street.
  - Planning for an article in the El Vaquero is underway.
  - Inserts are being prepared for student parking permits.

UNFINISHED BUSINESS REPORTS

1. Revised Board Policy 5010: Student Services Mission Statement

It was moved (Mr. Tartaglia) and seconded (Mrs. Gabrielian) that New Business Report No. 1 be approved. The motion passed unanimously.
UNFINISHED BUSINESS REPORTS – continued

2. Financial Aid Board Policy (New)

   It was moved (Dr. Peroomian) and seconded (Mr. Tartaglia) that New Business Report No. 2 be approved. The motion passed unanimously.

FIRST READING REPORT

1. Proposed and Revised/Replacement Board Policies

   Board Policy 8220: Committees of the Board
   (Proposed)

   Board Policy 8310: Meetings of the Board
   (Revision/Replacement of Board Policies 8240, 9340 & 9343)

   Board Policy 8330: Quorum and Voting
   (Revision/Replacement of Board Policies 9345 and 9346)

   Board Policy 8340: Agendas
   (Revision/Replacement of Board Policies 8242 and 9347)

   Board Policy 8345: Public Participation at Board Meetings
   (Revision/Replacement of Board Policy 9344)

   Board Policy 8415: Chief Executive Role
   (Proposed)

   Board Policy 8510: Participation in Local Decision Making
   (Proposed)

   Board Policy 8710: Conflict of Interest
   (Revision/Replacement of Board Policy 2200)

   Board Policy 8715: Ethical Responsibilities of the Board of Trustees
   (Revision/Replacement of Board Policy 9270)

   Board Policy 8720: Communications Among Board Members
   (Proposed)

   Board Policy 8750: Awarding of Honorary Degrees
   (Proposed)

   Dr. Levy remarked that one of the duties of the Superintendent/President is to regularly review the institution’s board policies. The College’s board policies are currently undergoing a total review. Dr. Levy outlined the overall review process and added that the group of policies incorporated in First Reading Report No. 1 are board policies pertaining to how the Board conducts its business. Dr. Hacopian thanked Dr. Levy for her leadership on this project.

NEW BUSINESS REPORTS

1. Board Retreat

   It was moved (Dr. Peroomian) and seconded (Mr. King) that New Business Report No. 1 be approved. The motion passed unanimously.
NEW BUSINESS REPORTS – continued

2. Board of Trustees Meeting Schedule, July 1, 2007 through June 30, 2008

   It was moved (Mr. King) and seconded (Mr. Peroomian) that the Board consider adjusting
   the Board of Trustees Meeting Schedule, July 1, 2007 through June 30, 2008.

   Discussion included the necessity of adding an additional Board Meeting in June to study
   the budget. Mr. King moved to amend the motion to state the dates of June 1, 2007
   through June 30, 2008. Dr. Peroomian seconded the motion.

   After further discussion, it was determined to table the item until the May 25 Board
   Retreat. Mr. King withdrew his motion. It was moved (Dr. Peroomian) and seconded (Mr.
   King) that New Business Report No. 2 be tabled and agendized for the May 25, 2007
   Special Board of Trustees Meeting. The motion passed unanimously.

3. Videotaping of Board Meetings – Feasibility Study

   It was moved (Mr. King) and seconded (Dr. Peroomian) that New
   Business Report No. 3 be approved.

   • Dr. Hacopian remarked that one of her campaign promises had been to explore the
     videotaping of Board Meetings. She added that she supports Mr. Tartaglia in this
     effort.
   • Mrs. Gabrielian noted that the City and GUSD would be excellent resources in
     lending their expertise to the feasibility study.
   • Mr. King thanked Mr. Tartaglia for this endeavor and remarked that, in years past, he
     had been opposed to videotaping because of cost. However, advances in technology
     have made videotaping much more affordable.

   The motion passed unanimously.

4. Authorization to Make Appropriation Transfers

   It was moved (Mrs. Gabrielian) and seconded (Mr. King) that New
   Business Report No. 4 be approved. The motion passed unanimously.

5. Agreement for Mandated Cost Claim Services

   It was moved (Dr. Peroomian) and seconded (Mr. Tartaglia) that New
   Business Report No. 5 be approved. The motion passed unanimously.

6. Approval of Clinical Facility Agreement for the Nursing Program

   It was moved (Mrs. Gabrielian) and seconded (Dr. Peroomian) that New
   Business Report No. 6 be approved.

   Mrs. Gabrielian noted that she had made the motion on this new business report and that
   she is the incoming chair of the board of Glendale Memorial Hospital, which is a Catholic
   Healthcare West facility. Mrs. Gabrielian asked her fellow Trustees if they considered this
   a conflict of interest? The other members of the Board indicated that they did not see a
   conflict of interest.

   The motion passed unanimously.
7. Fee Schedule for 2007-08 Academic Year

It was moved (Dr. Peroomian) and seconded (Mr. Arakelyan) that New Business Report No. 7 be approved.

Mr. Arakelyan stated that if and when the College makes a decision expecting its students to contribute to the process of balancing the budget, that decision should be well thought out.

Mr. Arakelyan also urged that the College continue its policy of restrain, as much as possible, in increasing fees.

The motion passed unanimously.

8. Acceptance of Contract as Complete – Fire Alarm System Network Upgrade Project

It was moved (Dr. Peroomian) and seconded (Mr. Tartaglia) that New Business Report No. 8 be approved. The motion passed unanimously.

9. Tenure Status

It was moved (Dr. Peroomian) and seconded (Mrs. Gabrielian) that New Business Report No. 9 be approved.

Dr. Dawn Lindsay introduced and congratulated Mr. Rory Schlueter, Computer Information Systems instructor, and thanked him for his hard work in conjunction with getting two new certificates through the local process. The certificates will move on to Sacramento for approval.

The motion passed unanimously.

10. 2006-2007 Cost of Living Adjustment for the Unrepresented Groups

It was moved (Mrs. Gabrielian) and seconded (Dr. Peroomian) that New Business Report No. 10 be approved.

New Business Report No. 10 was discussed earlier in Closed Session.

The motion passed unanimously.

11. 2007-08 Retroactive Pay Adjustment

It was moved (Dr. Peroomian) and seconded (Mrs. Gabrielian) that New Business Report No. 11 be approved. The motion passed unanimously.

12. Declaration of Surplus – Equipment

It was moved (Dr. Peroomian) and seconded (Mrs. Gabrielian) that New Business Report No. 12 be approved. The motion passed unanimously.

13. Agreement with Dell for Purchase of Hardware and Campus Database License for ERP System

It was moved (Mr. Tartaglia) and seconded (Dr. Peroomian) that New Business Report No. 13 be approved. The motion passed unanimously.
PERSONNEL REPORT NO. 11

1. Academic Personnel
2. Classified Personnel

It was moved (Dr. Peroomian) and seconded (Mrs. Gabrielian) that both Personnel Reports No. 11 be approved. The motion passed unanimously.

BOARD OF TRUSTEES REQUEST – INFORMATION AND/OR FUTURE AGENDA ITEMS

- Mrs. Gabrielian requested a study on the College’s policy regarding the hiring of international staff. The study should include all facets, including visa policies, and should be reported back to the Board.
- Dr. Hacopian requested a presentation on how students provide faculty performance evaluation feedback at the end of the semester.
- Dr. Hacopian requested a report on retired employees who are on the payroll.
- Dr. Hacopian requested the review of the placement of Closed Session in the Order of Business. Dr. Levy replied that this item is included in the proposed revision of Board Policy 8340, “Agendas,” which is slated to be discussed at the May 25 Board Retreat.

COMMENTS FROM THE AUDIENCE ON ANY SUBJECT

There were no comments from the audience.

ADJOURNMENT

Since all business on the agenda had been considered, the meeting was adjourned at 8:35 p.m.