

ADOPTED

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

**BOARD OF TRUSTEES MEETING NO. 14**

The special meeting of the Glendale Community College District Board of Trustees was called to order by Mrs. Gabrielian at 8:30 a.m. on Friday, May 20, 2011 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. Janet Shamilian ST -  
(excused)

Administrators Present

Dr. Dawn Lindsay  
Mr. Ron Nakasone  
Dr. Vicki Nicholson  
Dr. Ricardo Perez

Bargaining Unit Representatives

Ms. Saodat Aziskhanova  
Dr. Ramona Barrio-Sotillo  
Mr. Michael Scott

The media was not represented. The study sessions were not audio taped.

**PLEDGE OF ALLEGIANCE** – The Pledge of Allegiance was led by Mrs. Gabrielian.

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

1. Mr. Gordon Alexandre  
317 Alta Vista Ave., South Pasadena, CA

RE: Unfinished Report No. 1

Said he was speaking in his role as Chief Guild Negotiator and spoke in support of ratification.

2. Dr. Ramona Barrio-Sotillo  
1224 Ethel St., Glendale, CA

RE: Unfinished Report No. 1

Said that she was speaking as outgoing Guild President and spoke in support of ratification.

3. Ms. Jeanette Stirdivant  
1401 Shady Glen, Glendale

RE: Unfinished Report No. 1

Spoke in support of ratification.

**CLOSED SESSION** - 8:43 a.m.

1. CONFERENCE WITH LABOR NEGOTIATORS  
pursuant to Government Code §54957.6  
Agency designated representative: Dr. Jewel Price  
Employee organization: Glendale College Guild

**RECONVENE IN PUBLIC SESSION - 9:18 a.m.**

**REPORT OF CLOSED SESSION ACTION**

Please see Mrs. Gabrielian's comments under Unfinished Business Report No. 1.

**UNFINISHED BUSINESS**

1. Side Letter Agreement Between the District and the Glendale College Guild- Local 2276 of the American Federation of Teachers for Summer 2011 Intersession

It was moved (Dr. Peroomian) and seconded (Dr. Hacopian) to approve Unfinished Business Report No. 1.

Mrs. Gabrielian reported out from Closed Session with the following statement:

“After some very sincere and caring discussion among the Board Members, I am expressing the Board’s feelings. We appreciate your comments and appreciate that there are tensions on campus. We have to remember that we have constituencies with contradictory interests and the budget crisis has everyone on edge. The Board authorized the negotiating team - the District team - the ability to dip into the emergency resources to the tune of the faculty’s share of \$300,000 because this is an emergency and that’s exactly why we said, it’s time to dip into our reserve funds and make sure that we keep students first.

The Board also provided the negotiating team with broad direction, so we don’t understand the micromanagement piece of it in the negotiations. We gave them broad direction and they heard the comments from both sides of the aisles. They heard the comments in public session, they heard the discussion between the Board and we kept saying, as well as you, ‘students first and keeping the part time faculty protected’ and I believe that all the negotiating teams did an incredible job. They addressed a difficult negotiating issue with courage and successfully, because in our opinion keeping students first was one of the goals and I think that it’s an excellent, excellent agreement for the students.”

The motion passed unanimously.

After the board vote, Mrs. Gabrielian noted that the vote was unanimous and said the she is glad that all those [who spoke this morning during Public Comment] asked the Board to ratify the side letter as well.

**RESOLUTIONS**

1. Resolution No. 32: Awarding of an Honorary Associate in Arts Degree to Congressman Adam Schiff

It was moved (Mr. Tartaglia) and seconded (Ms. Ransford) to adopt Resolution No. 32.

Mrs. Gabrielian noted Congressman Schiff’s outstanding service to the community and to the students of GCC. Each Board Member individually echoed these sentiments.

The motion passed unanimously.

## STUDY SESSION

The discussion was facilitated by Dr. John Nixon, President, Mt. San Antonio College. Dr. Nixon began the study session, saying that a Board should look through the lens, asking “Is it good for students?” He repeated this several times during the facilitation. Dr. Nixon provided a handout, with the topics of discussion as follows:

- Role of Trustees in Educational Quality
- ACCJC Data on Sanctions
- GCCD Board Goals – 2010-2011
  - Goal A: Student Success
  - Goal B: Fiscal Stability
  - Goal C: Accreditation
  - Goal D: Communication
  - Goal E: Shared Governance
  - Goal F: Capital Improvement

### REVIEW OF BOARD GOALS FOR 2010–2011

Dr. Nixon recommended carrying the 2010-2011 board goals forward; and at a board retreat [to be scheduled] in November, validate and evaluate the goals and change the action plan.

- During the morning’s discussion, Mr. Scott noted that the Board goals need to be seen earlier in the year so that there can be linkage to the Educational Master Plan and Superintendent/President goals. He said that Teams A and B look at the approved Board goals to set their goals. Dr. Hacopian noted that this should be reciprocal.
- Dr. Nixon noted that the approval of the Board goals in February was problematic.
- Ms. Ransford noted that, at the October 2010 retreat, it was decided that the 2010-2011 board goals would be carried over to the next year. She also noted that a calendar had been formulated at the October 2010 board retreat and suggested revising this.
- Dr. Hacopian said that she wanted feedback on the goals from the faculty and CSEA constituencies’ executive committees. This would be a separate document from the self-evaluation form.

### CURRENT BOARD PRACTICE, COMMUNICATION, AND RELATIONSHIPS

Dr. Nixon addressed student success vs. power and noted that at a board meeting, if a discussion with the Board is not driven by the mission of student success, then the dialogue is about power – contracts, wages, people. He suggested trying to conversationally shift to students and student success.

- Addressing ACCJC (Accrediting Commission for Community and Junior Colleges) Board sanctions, Dr. Nixon noted that the sanctions mostly have to do with micromanagement and not delegation to the CEO. He said that Boards must move toward the means and get away from the ends.
- Dr. Nixon noted that some colleges hold a board meeting in addition to the regular monthly meeting as a workshop related to students and student success.

### BOARD SELF-EVALUATION FOR 2010–2011

Dr. Nixon noted that the GCCD Board does more than most colleges with regard to their board self-evaluation.

- He noted that the Board self-evaluation is an evaluation of boardsmanship.
- In response to a question posed by Dr. Hacopian, Dr. Nixon noted that feedback on the self-evaluation form is not required but that the Board can invite the constituency presidents to provide feedback. Dr. Hacopian suggested providing a blank form to the constituencies, whereas Mr. Tartaglia said that the completed form should be provided.

### Evaluation of the Superintendent/President

During the above discussion, the evaluation of the Superintendent/President was addressed.

- Dr. Nixon said that the CEO’s goals should be agreed upon by the Board, stated and executed.

**STUDY SESSION** – continued

- Dr. Nixon noted that goals do not change every year, but that they are revisited and evaluated annually. He said that his practice as a CEO is to write a self-assessment report each June/July.

At the conclusion of the study session, Mrs. Gabrielian summarized the discussion as follows:

- Schedule Board workshops focusing on student success.
- Consider Mr. Scott's recommendation on the timing of board goals planning, moving the board retreat (goals planning) to January/February vs. May.
- Develop a timeline.
  - November: goal evaluation instrument
  - January: approve goals for 2012-2013
- Develop a goal evaluation instrument.
- Have a discussion on options for sharing the Board self-evaluation with constituencies (360 or specific feedback).
- Focus dialogue on board agenda, moving dialogue from power to students and student success.
- Schedule another workshop between now and the November board retreat.
- Agendize Dr. Lindsay's evaluation for the June board meeting.

**RECESS** – The meeting recessed for lunch at 12:40 p.m.

**RECONVENE** – The meeting reconvened at 2:15 p.m. Roll call was taken.

**SPECIAL PRESENTATIONS**

## 1. "Budget Planning and Development Processes Update"

Mr. Ron Nakasone, Executive Vice President, Administrative Services provided a handout and utilized a PowerPoint presentation to address the following topics, which focused on and defined aspects of the college's annual budget process:

- The Budget Committee
- Revenue Projections
- Total Available Funds
- Reserves
- Validating Permanent Positions
- Exempt Costs
- The Rollover Budget
- Surplus or Deficit
- Budget Cuts
- Tentative Budget
- Budget Augmentations
- Final Budget
- Timeline

## 2. "Curriculum Development Process Update"

Mr. Michael Scott, President, Academic Senate detailed the curriculum development process and charted its flow from its inception as a faculty proposal through the various governance committees, Campus Executive, the Board, the Articulation Office and the Chancellor's Office.

**SPECIAL PRESENTATIONS** - continued

## 3. “College’s Response to the Accreditation Compliance Letter”

Dr. Edward Karpp, Dean, Research, Planning and Grants distributed an Accreditation Summary handout and reported on the college’s progress in addressing the following recommendations:

- Recommendation 1 (Integrated Planning, Program Review, Resource Allocations)
- Recommendation 4 (Overdue Employee Evaluations)
- Recommendation 5 (EEO Ethnic Categories)
- Recommendation 6 (I.T. Planning and Funding)

At the conclusion of Dr. Karpp’s presentation, the following areas were addressed:

GASB 45 (Government Accounting Standards Board)

- Mrs. Gabrielian asked Mr. Nakasone to provide the following information to the Board:
  - What are the surrounding college districts doing to address the GASB 45 requirements?
  - A clear understanding of GASB, the college’s plan, etc.
  - Does the college have the funds?
  - Define the ACCJC’s requirements.
  - What is the perception and best practices?

Server Issue

- Dr. Peroomian inquired about the server issue. Mr. Nakasone replied, asking if the Board would be willing to borrow off the Lab/College Services monies to fund the servers. He said that Lab/College Services project is coming in under \$20 million and if the college can obtain the funding earlier, there may be \$5 million available.
- Dr. Peroomian requested that this issue be brought forward as a board agenda item.

Mrs. Gabrielian thanked Mr. Nakasone, Mr. Scott and Dr. Karpp for their presentations.

**ADJOURNMENT**

Since all business on the agenda had been considered, the meeting was adjourned at 3:59 p.m.

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Mrs. Anita Quinonez Gabrielian, President

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Ms. Ann H. Ransford, Clerk