

**GLENDALE COMMUNITY COLLEGE DISTRICT
MEASURE GC CITIZENS' OVERSIGHT COMMITTEE**

**Zoom Teleconference/Live Stream
August 3, 2020**

4:30 p.m. – 5:15 p.m.

Present: Nerses Aposhian, Zanku Armenian, Peter Braganca, Sophal Ear, Roberta Hagopian, Larry Hanson, Daniel Kim, Harry Leon, Alejandro (Alex) Parajon, Jennifer Quinonez-Skinner, Annie Reed

Absent: Seda Khachaturian

Resource: Dr. Anthony Culpepper, Executive Vice President, Administrative Services

Quorum: 11/12

Guests: Dr. David Viar, Superintendent/President
Joel Peterson, Director of Facilities
Drew Sugars, Director of Communications and Community Relations
Patricia Chamroonrat, Web Coordinator

1. **Call to Order:**

The meeting was called to order by Dr. Anthony Culpepper at 4:30pm.

2. **Introduction of New Members and Election of Chair and Vice-Chair**

Harry Leon and Zanku Armenian were nominated for chair. A motion was made to close the nomination by Alex Parajon and seconded by Peter Braganca. The motion was unanimously approved. Dr. David Viar explained that the vote procedure must be open to the public according to the Brown Act.

Both nominees presented their background for the benefit of the members.

Dr. Viar called for the members to vote for the chair:

Zanku Armenian: Annie Reed, Larry Hanson, Zanku Armenian, Peter Braganca, Nerses Aposhian

Harry Leon: Daniel Kim, Alex Parajon, Roberta Hacopian, Sophal Ear, Jennifer Quinonez-Skinner, Harry Leon

Final vote count: Six votes for Harry Leon and five votes for Zanku Armenian

Nominations for Co-Chair were solicited. Dr. Viar noted that Co-Chair was incorrectly stated and that the name of the position is Vice-Chair.

Nominations were taken for Vice-Chair: Sophal Ear

A motion to close the nominations for Vice-Chair was made by Peter Braganca and seconded by Harry Leon. The motion was passed unanimously.

Dr. Viar declared that Sophal Ear the Vice-Chair by the action of the board to close the nominations.

3. **Approval of the Minutes and the Agenda:** May 4, 2020

A motion was made (Ear/(unclear) to approve the minutes of May 4, 2020. The motion was passed with unanimous approval.

A motion (Ear/Parajon) was made to approve the agenda for today. The motion was unanimously approved.

4. **Measure GC Progress Report – Joel Peterson, Director of Facilities:**

Mr. Peterson provided a powerpoint presentation of the on-going projects. The list of projects are in order of prioritization as approved by the Board of Trustees. There are 21 total discrete projects, with 150-200 sub-projects imbedded within. The sub-projects (Infra-structure, energy conservation, technology, safety and security) range from tens of thousands of dollars up to \$1m.

HIGHLIGHTS OF THE KEY PROJECTS:

Athletics and Kinesiology Expansion and Seismic Retrofitting (aka Physical Education-PE, Verdugo Gym)

- This is a two-phase project. We are in Increment II of the expansion of the gymnasium and the seismic retrofitting.
- The overall budget is \$40m with remaining funds of \$3.2M. Completion expected in August 2021.

New Science Building (NSB)

- 90% of the construction drawings have been completed and have been submitted to the Division of the State Architect (DSA). Final approval is expected in 8 months.
- The current budget is \$100.5M.
- After approval from DSA, bids will be solicited.

Central Plant #1 Expansion & Upgrade

- The Central Plant #1 expansion is necessary to support the New Science Building and other new buildings.
- Final approval is expected in 6 months.
- Project budget: \$5.6M
- Awaiting submission of RFP (Request for Proposals) design proposals.

Instructional Building and Conference Center (IBCC)

- The design-build team of PCL Construction Company (Glendale) and Steinberg Hart Architects was awarded the contract for the IBCC last Friday (July 31, 2020).

Administration Building - Human Resources

- Completed

San Rafael Renovation – Second Floor

- Completed last week.
- The occupant move-in will be completed by the end of this month.

San Gabriel First Floor Renovation – Disabled Student Programs and Services (DSPS)

- Under review by DSA.
- There is a delay in the approval process due to technical questions from DSA and department slow-down due to Covid-19. It is hoped that the project can be completed by Spring 2021.

Welding Lab Renovation/Alteration, Aviation/Art Building

- The welding lab is moving from the Advanced Technology Building to the Aviation Arts Building.
- A state-of-the-art, modern welding facility with expanded and up-graded equipment, a new classroom and instructor's office is planned.
- Currently, there are 130 students enrolled this Fall and it is a very popular program which is in great demand.

Garfield Campus Property Acquisition and Parking Construction

- All the properties have been acquired except for two properties. It is anticipated that the one at Adams and Acacia will be acquired in the next two months while the absentee owner of the other is not interested in negotiating for their property. The District has filed an Eminent Domain law suit and it is expected to be docketed in the next 12 months by the court.
- The acquired properties have been enclosed and fenced with branded screening. Security monitoring is being installed in vacated buildings to discourage vandalism and vagrancy. A partial demolition is being planned.
- A design firm has been engaged to design the parking and landscaping of the property that will be brought to user groups for consideration before the final design is completed and then submitted to DSA.

Garfield Campus – Mariposa Building Renovation

- Renovation started with demolition last week and completion of demolition is expected by mid-December this year.

San Gabriel Renovations – Math Department Renovations

- The Math Department is located on the 2nd Floor of the San Gabriel Building.
- This will be renovated after the New Science Building is complete. All of the science departments will be moved into the New Science Building while the 2ND Flr. of the San Gabriel Building is being renovated. At the completion of the renovation, the Math Department will be moved back to the 2nd Flr. of the San Gabriel Building.

Montrose Campus Enhancements

- Montrose Campus includes the PDC (Professional Development Center) Building and the acquired former Citibank Building and associated parking lot.
- The programing and planning stage has been completed and the learning and environmental needs assessment has also been completed. This assessment helped substantiate the kinds of programs that would be in demand in the area. Three primary areas are under consideration.
 - Co-enrollment with local high schools – “Gate” enhancement to high school programs, “Jump Start” for college, enhancement for college applications.
 - Expansion of Non-credit and Continuing Education (ESL) and Healthcare Aid programs
 - Academic for-credit programs for non-traditional students. For example, those enrolling in college from the work force instead of high school.
- A Request for Qualifications (RFQ) and a Request for Proposal (RFP) are being prepared to publicly solicit interested parties for this project.

Centralized District Storage Facility

- Existing storage spaces will be removed for the construction of the New Science Building (NSB) and the Instructional Building and Conference Center (IBCC).
- The facility is to be incorporated into the design of the New Science Building at a significant cost savings compared to design of a stand-alone building.

Safety and Security

- Installation of a new district-wide security camera system.
- A winning proposal has been selected to help us in the initial design and selection of sub-contractors for installation.

Technology

- Major upgrades are required for our existing enterprise management systems (primarily Oracle-based systems) for the Information Technology Department.

Capital Maintenance Projects

- Various smaller renovation projects, such as roof coating replacements.
- 60% of the projects identified have been completed.

Classroom/Lab Renovation Project – Learning Environment Enhancement Initiative

- The Learning Environment Enhancement Committee (Lee Committee) was established to include campus-wide stakeholders in providing recommendations to improve the classroom environment. 156 classrooms have been identified for improvements to lighting, furniture, AV equipment, white boards, etc. 90 classrooms have been completed according to a meeting last week of the LEE Committee.

Infrastructure

- Deteriorating core systems on the Verdugo Campus and the Garfield Campus are being addressed. This includes: electrical distribution and paneling, storm drain systems, plumbing, mechanical and lighting systems.
- \$6.6M has been allocated with \$6.5M encumbered (committed to contracts). \$5.2M has been spent.

Energy Conservation - Administration Building Window Replacement (AWRP)

- The primary project is the Administration Building Window Replacement.
- The Administration Building is the original building built in 1937 with the original windows. These are single-paned, metal-framed windows that are extremely energy inefficient. Care is taken with the replacement due to the age of the building and a number of unanticipated items that have come up as a result.
- Completion of the project is anticipated at the end of this month.

Fire Academy Project (In partnership with the City of Glendale)

- This project has been completed and the Fire Academy Program is now located off-site.

Sierra Vista Building

- The final settlement payment associated with the Sierra Vista close-out litigation has been completed.

Additional Projects for Consideration or Future Bonds

- A list of prospective projects was provided if future funding can be found. These are not included in the projects identified for the Measure GC funds.

Question and Answer Session

- Zanku Armenian asked if any of the projects were reviewed in order to adjust for an increase in Distance Learning, in view of the pandemic.
- Joel Peterson replied that we have looked at the building program in light of the pandemic. However, GCC had already been exploring the expansion of hybrid teaching and Distance Learning. The design of the buildings have incorporated measures to accommodate flexibility in usage. For example, the latest in cabling has been incorporated in the building designs as well as IT (Information Technology) and AV (audio-video) technology.
- Mr. Armenian asked if the “green space” landscaping in the Garfield Project will be available to the public.
- Mr. Peterson answered that Measure GC was passed to enhance the mission of the College and the District and to set aside much needed space to support the programmatic elements of Garfield. Another “green space” is under consideration adjacent to the Child Development Center. Both green spaces will enhance the esthetics of the neighborhood and help minimize the heat island affect.
- Mr. Armenian noted that the Civic Auditorium was still on the list of future projects and asked if this was still a viable item.
- Dr. Viar replied that the list was approved by the Board of Trustees in that particular order because it was referenced in the Facilities Master Plan. However, as shared before, the City Council is still not interested in selling the Civic Auditorium. Even if the City wanted to sell the Civic Auditorium, we would not have the funds to purchase it. It remains as the lowest priority at this time.
- Mr. Armenian commented on the replacement of the parking meters in the Civic Auditorium and since GCC students use these lots, asked if these were GCC parking meters.
- Dr. Viar replied that the parking lots are City parking lots but the City has a Memorandum of Agreement with the College to share revenues. The City upgraded all the parking meters in the city and these were included in the upgrade.
- Dr. Culpepper commented that if the City decided to sell the Civic Auditorium, GCC has first rights to purchase that property.

5. **Board Reports**

- These are information items only. No comments were made on the listed items.

6. **Other**

- A letter of appreciation was read from Armik Avedisian, previous Chair of the Measure GCC Committee. Mr. Avedisian was recognized by the Board of Trustees for his services to the Measure GC Committee.
- Jennifer Quinonez-Skinner asked how does enrollment look for Fall and how do students feel about going back to school?
- Dr. Viar replied that Summer was up 35%, even though (enrollment for) Summer is small. A large number of students from Spring continued on into Summer. High school students and university students also contributed to the increase in Summer. For Fall, we are up about 1% over last year as many other community colleges are experiencing. A survey of the students to determine the transition to remote learning was conducted. Over 1700 students participated. Over 60% felt it was a positive experience. A good number replied that this is not the way they wanted to be educated.
- Peter Braganca addressed the student response from a current student perspective. The summer classes he was interested in were filling up quickly. His instructor this summer, Professor Schroyer has done a lot to facilitate collective learning and group learning and had projects assigned. They were asked to form groups to connect remotely and this helped students feel connected. He felt these methods were very successful. This is an adjustment that students will have to get used to. Those students that he has spoken to seem to have adjusted and are trying to find ways to stay connected.
- Nerses Aposhian asked if there were any guidelines from the county or state as to when the college can go back to “normal”? Also, if classes that have filled up on campus can be opened to students online?
- Dr. Viar responded that our instructional team and enrollment management team are looking very much at that balance. We are staying focused on serving as many of the students as possible. There are two approaches (to remote learning). One is synchronous where your class is at an exact time. Distance Ed is asynchronous where you can take the class any time you want to. Our primary focus is synchronous remote learning. With reference to county and state, we are not hearing anything different than that which is being announced daily. We are working to be as flexible as we can but we are not going to be open for the Fall semester. We will be fully remote for the Fall semester, except for the Nursing, EMT (Emergency Medical Technician) programs and the Fire Academy. The Welding program may be held on campus if the new facility is open in the Fall. Social distancing will apply to all programs.

Part of our challenge is that we are funded based on enrollment, the number of full-time equivalent students. In order to pay for a class, you need 26, 27 students in the class. It is not possible to fund a class with 10 students to accommodate social distancing. Also, two people cannot get on the parking elevators and be socially distanced. Most people will not walk up and down the hill to the parking lot. Another problem is how to keep people socially distanced on campus, even without a cafeteria at this point or at some of the other activities.

- Mr. Aposhian suggested having a class with 12-15 people on campus for one day and another 12-15 people have class remotely on the second day.
- Dr. Viar replied that the division chairs and faculty leaders are working with the vice presidents and deans of instruction, trying to determine if there is some approach as you described that could be worked out. Part of the challenge is that the instructor is putting in twice as much work to teach the same number of students. It could be done, but may not work from a fiscal standpoint.
- Mr. Armenian asked that since the students will not be on campus in the coming months, can any of the construction be accelerated?
- Dr. Viar commented that Joel and his team have done a remarkable job in moving these contractors along and keeping things moving.
- Mr. Peterson stated that we have been able to accelerate some of these projects. However others could not be moved forward because of delivery of materials ordered and delays in deliveries as supply chains have been disrupted.
- Harry Leon mentioned that in a previous meeting, GCC was going to hire a firm to identify ADA compliance.
- Mr. Peterson responded that he did not recall that conversation but that Drew Sugars is leading a project for potentially rebranding the college logo and way-finding for the entire district to make it more accessible, easily understood and to highlight all the ADA pathways that exist. We do know we are in full compliance with all ADA requirements and statutes. Legacy building do not need to be upgraded unless a structural remodeling is being planned.
- Mr. Leon thanked everyone for electing him as chair. He welcomed the new members, Nerses Aposhian, Daniel Kim and Peter Braganca and thanked them for their contribution to our community and Glendale Community College. He also thanked Joel Peterson, Dr. Viar and Dr. Culpepper for their contributions. He then adjourned the meeting at 5:50pm.

Respectfully submitted by:
Merrilee Ahaus
Administrative Assistant IV/Confidential
Office of the Executive Vice President
Administrative Services