



**Glendale Community College District  
1500 North Verdugo Road  
Glendale, California 91208**

**BOARD OF TRUSTEES**

# **Agenda**

**Meeting No. 8  
Regular Board Meeting  
Tuesday, December 21, 2021 at 5:00 p.m.**

**GLENDALE COMMUNITY COLLEGE DISTRICT**

1500 North Verdugo Road

Glendale, California

(818) 240-1000

*Vision*

*Glendale Community College is the Greater Los Angeles Region’s premier learning community where all students achieve their informed educational goals through outstanding instructional and student services, a comprehensive community college curriculum, and educational opportunities found in few community colleges.*

**BOARD OF TRUSTEES MEETING NO. 8**

Kreider Hall, San Rafael Building

Pursuant to AB 361 (California Government Code §54953), members of the Board of Trustees of Glendale Community College District, staff, and the public will be able to participate in the regular Board meeting in person or via videoconference.

To attend via videoconference, you may use the following link: <https://www.glendale.edu/about-gcc/board-of-trustees/live-meetings>. For those who wish to attend in person, the meeting will be held in the regular board meeting location in Kreider Hall, San Rafael building on the Verdugo campus. In order to protect the health and safety of participants attending in person, individuals must provide proof of vaccination and follow social distancing protocols.

**Tuesday, December 21, 2021 at 5:00 p.m.**

**AGENDA**

**ITEM**

**PAGE**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**CERTIFICATION OF COMPLIANCE**

To accommodate the requirement of Government Code §54954.2, it is hereby declared that the agenda for the meeting was posted 72 hours prior to this meeting at the following locations:

- At three locations in the Administration Building at Glendale Community College;
- In the display case on the outside wall of the San Gabriel Building at Glendale Community College.
- On the window adjacent to the main office entrance on the top floor of the Tropico Building on the Garfield Campus;
- On display at the front door entrance of the Professional Development Center;
- At <http://www.glendale.edu/boardoftrustees>.

In accordance with the Brown Act revisions, any writings relating to open session agenda items and distributed to all or a majority of all Board Members within 72 hours prior to a regular meeting, or within 24 hours prior to a special meeting, shall be made available for inspection by the public in the Office of the Superintendent/President, John A. Davitt Administration Building, AD 106, 1500 N. Verdugo Road, Glendale, CA 91208 during regular business hours. When possible, such writings may also be posted on the District’s website: [www.glendale.edu/boardoftrustees](http://www.glendale.edu/boardoftrustees).

***Individuals who require disability related accommodations or modifications, including but not limited to an American sign language interpreter, accessible seating or documentation in accessible formats, should contact the Superintendent/President’s office by noon of the business day preceding the Board meeting. Please call (818) 551-5105.***

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

ADDRESSING THE BOARD OF TRUSTEES – The public may address the Board of Trustees on any agenda item in person or via email to [comms@glendale.edu](mailto:comms@glendale.edu) sent no later than 4:00 p.m. the day of the meeting. For email communications, please indicate your request to comment on a Board agenda item and identify the specific item. To speak in person a “Request to Speak” card must be submitted at the meeting.

All submissions received are considered a public record under the Public Records Act and subject to public disclosure. Email submissions will be read into the record at the Board meeting and must stay within the five (5) minute time limit and no more than twenty (20) minutes will be allotted for a specific item, except by unanimous consent of the Board. Those speakers attending in person must comply with the time limit guidelines.

**RESOLUTIONS – ACTION**

1. Resolution No. 15-2021-2022: Glendale Community College District Resolution to Order a Biennial Governing Board Election 7  

The Superintendent/President recommends that the Board of Trustees adopt Resolution No. 15-2021-2022: Glendale Community College District resolution to order a biennial Governing Board election, June 7, 2022.
2. Resolution No. 16-2021-2022: Physical Education Locker and Shower Building 11  

The Superintendent/President recommends that the Board of Trustees adopt Resolution No. 16-2021-2022 approving no competitive advantage/bidding impracticability finding as the procurement and awarding of a new contract, would cause additional cost, time, and impractical result of potentially having two different contractors working on the same job site.
3. Resolution No. 17-2021-2022: Declaring Energy Conservation with Expansion on Central Plant #1 16  

The Superintendent/President recommends that the Board of Trustees adopt Resolution No. 17-2021-2022: Declaring Energy Conservation with Expansion of Central Plant #1.

**INFORMATIONAL REPORTS - NO ACTION**

1. Enrollment Update 20
2. Measure GC Funds Balances and Schedule Update 22
3. Guided Pathways Update 24
4. Superintendent/President Search Update 41
5. Report from Glendale College Foundation Task Force on Capital Campaign Feasibility 45  
Lisa Brooks, GC Foundation Executive Director  
Ellyn Semler, Capital Campaign Task Force Member
6. Federal and State Relief Funding for Pandemic Related Costs at GCC – 2020 - 2022 62  
Anthony Culpepper, Executive Vice President, Administrative Services

## FIRST READING REPORTS – NO ACTION

1. Board Policy 7380 - Retiree Health Benefits: Academic Employees (new) 76  
The Superintendent/President recommends that the Board of Trustees conduct the first of two readings required before board action on new Board Policy 7380.
2. Board Policy 7385 - Salary Deductions (new) 78  
The Superintendent/President recommends that the Board of Trustees conduct the first of two readings required before board action on new Board Policy 7385.
3. Board Policy 7600 - College Police Department (new) 80  
The Superintendent/President recommends that the Board of Trustees conduct the first of two readings required before board action on new Board Policy 7600.

## CONSENT CALENDAR - ACTION

All items under Consent Calendar are considered to be of a routine nature and are acted on with one motion. Any recommendation may be removed from the Consent Calendar at the request of any Board Member and placed under New Business Reports/Action.

1. Approval of Minutes - Regular Board Meeting of November 16, 2021 82  
The Superintendent/President recommends that the Board of Trustees approve the regular Board meeting minutes of November 16, 2021.
2. Warrants - District Funds November 1, 2021 through November 30, 2021 86  
The Superintendent/President recommends that the Board of Trustees approve warrants issued during the month of November 2021 totaling \$13,616,117.22.
3. Contract Listing and Purchase Order Listing – November 1, 2021 through November 30, 2021 91  
The Superintendent/President recommends that the Board of Trustees approve the contract listing and purchase order listing issued during the month of November 2021 totaling \$2,021,162.28.
4. Budget Revisions and Appropriation Transfers – General Fund Restricted (03) 105  
The Superintendent/President recommends that the Board of Trustees approve the Budget Revisions and Appropriation Transfers – General Fund Restricted (03).
5. Budget Revisions and Appropriation Transfers – Student Financial Aid (09) 111  
The Superintendent/President recommends that the Board of Trustees approve the Budget Revisions and Appropriation Transfers – Student Financial Aid (09).
6. New Courses 113  
The Superintendent/President recommends that the Board of Trustees approve the new courses as presented.  
  
HLTH 105 – Introduction to Public Health  
HUMAN 140 – Armenian-American Experience Through Arts and Letters  
ST DV 130 – Professional Career Paths – Business

**CONSENT CALENDAR – ACTION - continued**

7. Revised Courses 137
- The Superintendent/President recommends that the Board of Trustees approve the revised courses as presented.
- |                                   |                            |
|-----------------------------------|----------------------------|
| BIOL 145, 146                     | ESL 90                     |
| CHLDV 215                         | ETH S 110, 111, 121        |
| ECT 50                            | HUMAN 105, 105H, 110, 111, |
| ENGL 101, 101+, 101H, 103, 105,   | 115, 117, 125              |
| 106, 109, 112, 122, 123, 125, 127 |                            |

8. New Programs 139
- The Superintendent/President recommends that the Board of Trustees approve the new programs as presented.
- Noncredit Business – Drafting and Basic Interior Design Certificate  
Noncredit Business – Google Workspace Certificate  
Business Division – Healthcare Administration AS Degree  
Business Division – Healthcare Administration Certificate

9. Staffing Report No. 6 – Academic, Classified, Administrators, All Other Temporary Employee Actions and Student Employee Reports 149
- The Superintendent/President recommends that the Board of Trustees confirm the following reports:
- |                   |   |                         |
|-------------------|---|-------------------------|
| Academic Report   | Administrators Report                       | Student Employee Report |
| Classified Report | All Other Temporary Employee Actions Report |                         |

**NEW BUSINESS REPORTS – ACTION**

1. Academic Rank 166
- The Superintendent/President recommends that the Board of Trustees grant advancement of academic rank, effective Fall semester 2021, to the 40 faculty members as presented.
2. Tentative Agreement between the District and the Glendale College Guild, Local 2276, American Federation of Teachers 176
- The Superintendent/President recommends that the Board of Trustees approve the tentative agreement between the District and Glendale College Guild, Local 2276, American Federation of Teachers.
3. Acceptance of Bid - San Gabriel DSPS L1 Renovation 181
- The Superintendent/President recommends that the Board of Trustees accept the bid for the San Gabriel, Level 1 DSPS Renovations submitted by the lowest responsive, responsible bidder, JR Universal Construction Inc., in the amount not to exceed \$1,055,067.
4. Change Order No. 010 – PE Gym Replacement Increment 2 Project 188
- The Superintendent/President recommends that the Board of Trustees approve Change Order No. 010 for the PE Gym Replacement Increment 2 Project and that the contract price be amended to reflect an increase of \$140,477.34

## NEW BUSINESS REPORTS – ACTION - continued

5. Acceptance of Bid – Civic Auditorium Tenant Improvement – Dance and CARES Swing Space 190

The Superintendent/President recommends that the Board of Trustees accept the bid for the Civic Auditorium Tenant Improvements-Dance and CARES Swing Space of the lowest responsive, responsible bidder, R Dependable Construction Inc., in the amount not to exceed \$263,000.00.

6. Establish Juneteenth as a Local Glendale Community College District Holiday 195

The Superintendent/President recommends that the Board of Trustees approve Friday, June 17, 2022 as a local holiday in commemoration and celebration of Juneteenth and that Juneteenth be included in the Academic and College Calendars in future years.

## COLLEGE LEADERS REPORTS

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1. Academic Senate Representative to the Board
2. Guild Representative to the Board
3. CSEA Representative to the Board
4. Vice Presidents
5. Superintendent/President
6. Associated Students of Glendale Community College
7. Board of Trustees

## BOARD OF TRUSTEES REQUESTS FOR INFORMATION

This is an opportunity for the Board of Trustees to request information.

## COMMENTS FROM THE AUDIENCE – SUBJECT MATTER JURISDICTION OF BOARD ONLY

ADDRESSING THE BOARD OF TRUSTEES – The public may address the Board of Trustees on items of interest that are within the subject matter jurisdiction of the Board in person or via email to [comms@glendale.edu](mailto:comms@glendale.edu) sent no later than 4:00 p.m. the day of the meeting. For email communications, please indicate your request to comment on a Board agenda item and identify the specific item. To speak in person a “Request to Speak” card must be submitted at the meeting.

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## ADJOURNMENT

## FUTURE DATES

Thursday, December 23, 2021 –  
Monday, January 3, 2022

Winter Break – College Closed

Monday, January 17, 2022  
Tuesday, January 18, 2022  
Friday, January 28, 2022

Martin Luther King, Jr. Day – College Closed  
Regular Board Meeting  
Special Meeting – Winter Retreat

Tuesday, February 15, 2022  
Friday, February 18, 2022  
Monday, February 21, 2022  
Tuesday, February 22, 2022

Regular Board Meeting  
Lincoln Day – College Closed  
Washington Day – College Closed  
Spring Semester Begins

**FUTURE DATES - continued**

Tuesday, March 15, 2022  
Thursday, March 31, 2022

Regular Board Meeting  
Cesar Chavez Day – College Closed

Monday, April 18 – Saturday,  
April 23, 2022  
Tuesday, April 19, 2022  
Sunday, April 24, 2022

Spring Break  
Regular Board Meeting  
Armenian Genocide Remembrance Day

Tuesday, May 17, 2022  
Monday, May 30, 2022

Regular Board Meeting  
Memorial Day – College Closed

Wednesday, June 15, 2022  
Wednesday, June 15, 2022  
Tuesday, June 21, 2022

End of Spring Semester  
Commencement  
Regular Board Meeting

GLENDALE COMMUNITY COLLEGE DISTRICT

December 21, 2021

RESOLUTION NO. 15-2021-2022

TO: Board of Trustees

SUBMITTED BY: David Viar, Superintendent/President

SUBJECT: GLENDALE COMMUNITY COLLEGE DISTRICT RESOLUTION  
TO ORDER BIENNIAL GOVERNING BOARD ELECTION

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DESCRIPTION OF HISTORY / BACKGROUND

Pursuant to Education Code (EC) §§5000-5030, the Los Angeles County Superintendent of Schools (County Superintendent) is to call an election for the purpose, and in accordance with the designations contained in the following specifications of the Election Order made under the authority of EC §5302, §5304, and §5322.

The purpose of the Glendale Community College District (GCCD) election, to be held June 7, 2022, is to submit to the voters of the district the determination of who shall be elected to the Board of Trustees of the Glendale Community College District in GCCD Trustee Areas 2, 3 and 4 where boundaries were established by Board action December 13, 2021. GCCD Board Policy 2100: Board of Trustees Election outlines the Board member election process (see attached).

The Los Angeles County Registrar-Recorder/County Clerk (Registrar-Recorder) will perform all the duties incident to the preparation for and holding of the above-mentioned election, except the Glendale City Clerk will act as the filing officer with candidates for the Glendale Community College District election. The Glendale Community College District shall pay its pro rata share pertaining to the conduct of this election and shall be under the provisions of the appropriate sections of the Education and Election Code.

COMMITTEE HISTORY

College Executive Committee      December 14, 2021

FISCAL IMPACT

None

## RECOMMENDATION

The Superintendent/President recommends that the Board of Trustees adopt Resolution No. 15-2021-2022: Glendale Community College District resolution to order a biennial Governing Board election.

## Glendale Community College District

2100  
Board Policy

### **BOARD OF TRUSTEES (BOARD) ELECTIONS**

Elections shall be held every two years, in even-numbered years and to coincide with the Statewide Primary Election. Terms of Board Members are four (4) years and staggered so that, as nearly as practical, one half of the Board Members shall be elected at each Board Member election.

1. Each trustee shall reside within, and be elected from, one of five designated trustee areas as noted in Board of Trustees Resolution No. 18-2015-2016.
2. Election for members of Areas one and five shall be held to coincide with the Statewide Primary Election in 2020 and every four years thereafter. Election of members of Areas two, three, and four shall be held to coincide with the Statewide Primary Election in 2022 and every four years thereafter.
3. Following each decennial federal census, the Board of Trustees shall adjust the boundaries of any or all of the trustee areas of Glendale Community College District in accordance with California Education Code.
4. It is the determination of the Board that if a tie vote makes it impossible to determine either of which of two or more candidates has been elected to the Board, or the terms of office of the Board Member, the winner or winners will be determined by lot.
5. Candidates for the Board shall pay the filing fee for candidacy and any costs related to the Candidate's Ballot Statement as established by the Los Angeles County Registrar-Recorder/County Clerk's Office.
6. Nomination papers shall be signed by not less than 20 registered voters qualified to vote and residing in the trustee area from which the candidate is seeking to run.
7. Board Members shall hold office for terms of four years, commencing with the certification of the election by the Los Angeles County Registrar-Recorder/ County Clerk's Office and until their successors are elected and certified.

#### Reference:

- CA Elections Code, Sections 14050 - 14057
- Education Code, Sections 5000 et seq.
- Election Code, Section 1302(b)(1)
- Election Code, Section 5030(b)
- Glendale Community College District Board of Trustees Resolution No. 18-2015-2016
- Board Policy 2010

#### Administrative Regulation:

None

Adopted: 7/10/73

Revised: 3/31/83; 12/21/98; 10/15/07; 2/17/15; 12/15/15; 12/20/16, 12/19/17

Reviewed 8/07/17; 1/31/20

GLENDALE COMMUNITY COLLEGE DISTRICT  
RESOLUTION TO ORDER BIENNIAL GOVERNING BOARD ELECTION  
RESOLUTION NO. 15-2021-2022

Order of Election for the Glendale Community College District of Los Angeles County, California.

RESOLUTION ORDERING GOVERNING BOARD MEMBER ELECTION

RESOLVED that pursuant to Education Code (EC) §§5000-5030, the Los Angeles County Superintendent of Schools (County Superintendent) is hereby ORDERED to call an election for the purpose, and in accordance with the designations contained in the following specifications of the Election Order made under the authority of EC §5302, §5304, and §5322.

SPECIFICATIONS OF THE ELECTION ORDER

The election shall be held on Tuesday, June 7, 2022, in consolidation with the statewide primary, City of Glendale and Glendale Unified School District elections. Voting for the election shall take place during the periods identified pursuant to Section 4007 and 14401 of the California Education Code.

The purpose of the election is to submit to the voters of the district the question of whether three (3) members shall be elected to the Board of Trustees of the Glendale Community College District.

The Los Angeles County Registrar-Recorder/County Clerk (Registrar-Recorder) will perform all the duties incident to the preparation for and holding of the above-mentioned election, except the Glendale City Clerk will act as the filing officer with candidates for the Glendale Community College District election. The Glendale Community College District will pay the costs of the election. If any agency holds an election on June 7, 2022, the Glendale Community College District shall pay its pro rata share pertaining to the conduct of this election and shall be under the provisions of the appropriate sections of the Education and Election Code.

IT IS FURTHER ORDERED that the Clerk of the district is hereby directed to furnish two copies of this order to the County Superintendent not less than 130 days prior to the date set for the election.

The foregoing Resolution and Order was adopted and affirmed by the Board of Trustees of the Glendale Community College District of Los Angeles County, being the Board authorized by law to make the designations contained therein, by formal vote as follows:

Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_ Absent: \_\_\_\_\_

Signed: \_\_\_\_\_  
Clerk of the Governing Board

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I hereby certify that the foregoing is a full, true, and correct transcript of a resolution duly adopted by the Governing Board named herein at a duly constituted meeting of the said Board of Trustees, held on December 21, 2021, as it appears upon the minutes of the said meeting on December 21, 2021.

Signed: \_\_\_\_\_  
Clerk of the Governing Board

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REGISTRAR-RECORDER INFORMATION

Public Note Election Announcement

Listing of one (1) newspaper:    Glendale News Press

GLENDALE COMMUNITY COLLEGE DISTRICT

December 21, 2021

RESOLUTION NO. 16-2021-2022

TO: Board of Trustees

SUBMITTED BY: David Viar, Superintendent/President

REVIEWED BY: Anthony Culpepper, Executive Vice President,  
Administrative Services

PREPARED BY: Joel Peterson, Director, Facilities

SUBJECT: APPROVAL OF RESOLUTION FOR THE ADDITIONAL  
PHYSICAL EDUCATION STUDENT LOCKER AND  
SHOWER BUILDING

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DESCRIPTION OF HISTORY/BACKGROUND

During programming of the new Instructional Building & Conference Center (IBCC), it became apparent that the campus Physical Education Student Locker and Shower facilities could not be included. Following exploration of needs and options it was determined the Physical Education Student Locker and Shower building should be placed at the south end of the New Athletic & Kinesiology Building that is currently being constructed under the Physical Education Increment II project.

Glendale Community College District is required to comply with the public bidding requirements of the Public Contract Code § 20651 et seq. in awarding change order work to an existing construction contract, including section 20659 which typically requires separate bidding of change orders in excess of ten percent (10%) of the original contract amount. However, under California law, there is also an exception to the bidding requirements typically applicable to District construction projects and change orders where the totality of all the facts and circumstances demonstrate that there is no competitive advantage to be gained by the public entity in further bidding such construction/change order work. (See Graydon v. Pasadena Redevelopment Agency, et al. (1980) 104 Cal. App 3d 631, 635.)

This kind of no competitive advantage scenario often arises on projects where some existing change order work has occurred, but ultimately during construction some other additional necessary work is identified that is related to the original project that takes the total amount of change orders

over the generally applicable statutory threshold. It would make no sense for the public entity to attempt to separately bid and/or award such work given the additional cost, time, and impractical result of potentially having two different contractors working on the same project/job site. In addition, this situation would lead to the District likely double paying for mobilization of a new contractor to the site as well as the potential loss of efficiency, coordination, warranties, and/or overlapping liability when two contractors might perform work over top of each other. When the facts are similar to this, bidding is clearly impracticable and would not result in a competitive advantage to the public agency. In such circumstances, the public agency may then simply make a finding of no competitive advantage/bidding impracticability and proceed with authorizing the change order in excess of the general threshold.

## COMMITTEE HISTORY

College Executive Committee      December 14, 2021

## FISCAL IMPACT

Total Project Cost Estimated at \$2,500,000 for all hard construction and required design, inspection & testing, project management soft costs.

## RECOMMENDATION

The Superintendent/President recommends that the Board of Trustees adopt Resolution No. 16-2021-2022 approving a no competitive advantage/bidding impracticability finding as the procurement and awarding of a new contract, would cause additional cost, time, and impractical result of potentially having two different contractors working on the same job site. By accepting the finding it would allow the Glendale Community College District to proceed with award to the Athletic & Kinesiology Building contractor, The Nazerian Group, for the construction of the Physical Education Student Locker and Shower building to avoid double paying for mobilization of a new contractor to the site and overlapping liability when two contractors might perform work over top of each other by awarding the project to the current contractor.

**GLENDALE COMMUNITY COLLEGE DISTRICT**

**RESOLUTION NO. 16-2021-2022**

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE GLENDALE  
COMMUNITY COLLEGE DISTRICT, ACTING AS THE GOVERNING BOARD OF  
THE GLENDALE COMMUNITY COLLEGE DISTRICT, NON-COMPETITIVE  
ADVANTAGE/BID IMPRACTICALITY FOR THE CONSTRUCTION OF THE  
PHYSICAL EDUCATION LOCKER AND SHOWER BUILDING**

WHEREAS the Glendale Community College District (“District”) is a community college district in the State of California;

WHEREAS the District is required to comply with the public bidding requirements of the Public Contract Code § 20651 et seq. in awarding change order work to an existing construction contract, including section 20659 which typically requires separate bidding of change orders in excess of ten percent (10%) of the original contract amount

WHEREAS under California law, there is also an exception to the bidding requirements typically applicable to District construction projects and change orders where the totality of all the facts and circumstances demonstrate that there is no competitive advantage to be gained by the public entity in further bidding such construction/change order work. (See Graydon v. Pasadena Redevelopment Agency, et al. (1980) 104 Cal. App 3d 631, 635.)

WHEREAS the District has sought legal advice in regard to awarding the construction of the Physical Education Locker and Shower Building to the current contractor, The Nazerian Group, that is working on the New Athletic & Kinesiology Building that is being constructed under the Physical Education Increment II project in order to maintain one single contractor on the construction site,

WHEREAS This kind of no competitive advantage scenario often arises on projects where some existing change order work has occurred, but ultimately during construction some other additional necessary work is identified that is related to the original project that takes the total amount of change orders over the generally applicable statutory threshold. It would make no sense for the District to attempt to separately bid and/or award such work given the additional cost, time, and impractical result of potentially having two different contractors working on the same project/job site.

NOW, THEREFORE, THE BOARD OF TRUSTEES OF THE GLENDALE COMMUNITY COLLEGE DISTRICT DOES HEREBY FIND, DETERMINE, ORDER AND RESOLVE AS FOLLOWS:

**Section 1.** The Board finds and determines:

- A. There is a pressing need for the addition of the Physical Education Student Locker and Shower building at the Glendale Community College Verdugo Campus and a need to build it adjacent to the New Gym Building;

- B. The Glendale Community College Verdugo Campus Physical Education Student Locker and Shower Building Project (the “Project”) will ensure students in the Physical Education department have access to lockers and showers.

**Section 2.** The Board further finds and determines:

- A. The Board has a non-competitive bid advantage scenario in awarding the project to the contractor currently overseeing the PE Increment II project.

**Section 3.** The Board further finds and determines:

- A. There is a necessity for this Project.
- B. The Project is planned and located in the manner that will be most compatible with the greatest public good and the least private injury;
- C. There is no competitive advantage to be gained by the District in further bidding such construction/change order work. (See Graydon v. Pasadena Redevelopment Agency, et al. (1980) 104 Cal. App 3d 631, 635.)
- D. It would make no sense for the District to attempt to separately bid and award such work given the additional cost, time, and impractical result of potentially having two different contractors working on the same project/job site.

PASSED, APPROVED AND ADOPTED by a vote of at least two-thirds (2/3) of all members of the Board of Trustees of the Glendale Community College District, acting as the governing body of the Glendale Community College District, on this 21<sup>st</sup> day of December, 2021.

AYES:

NOES:

ABSENT:

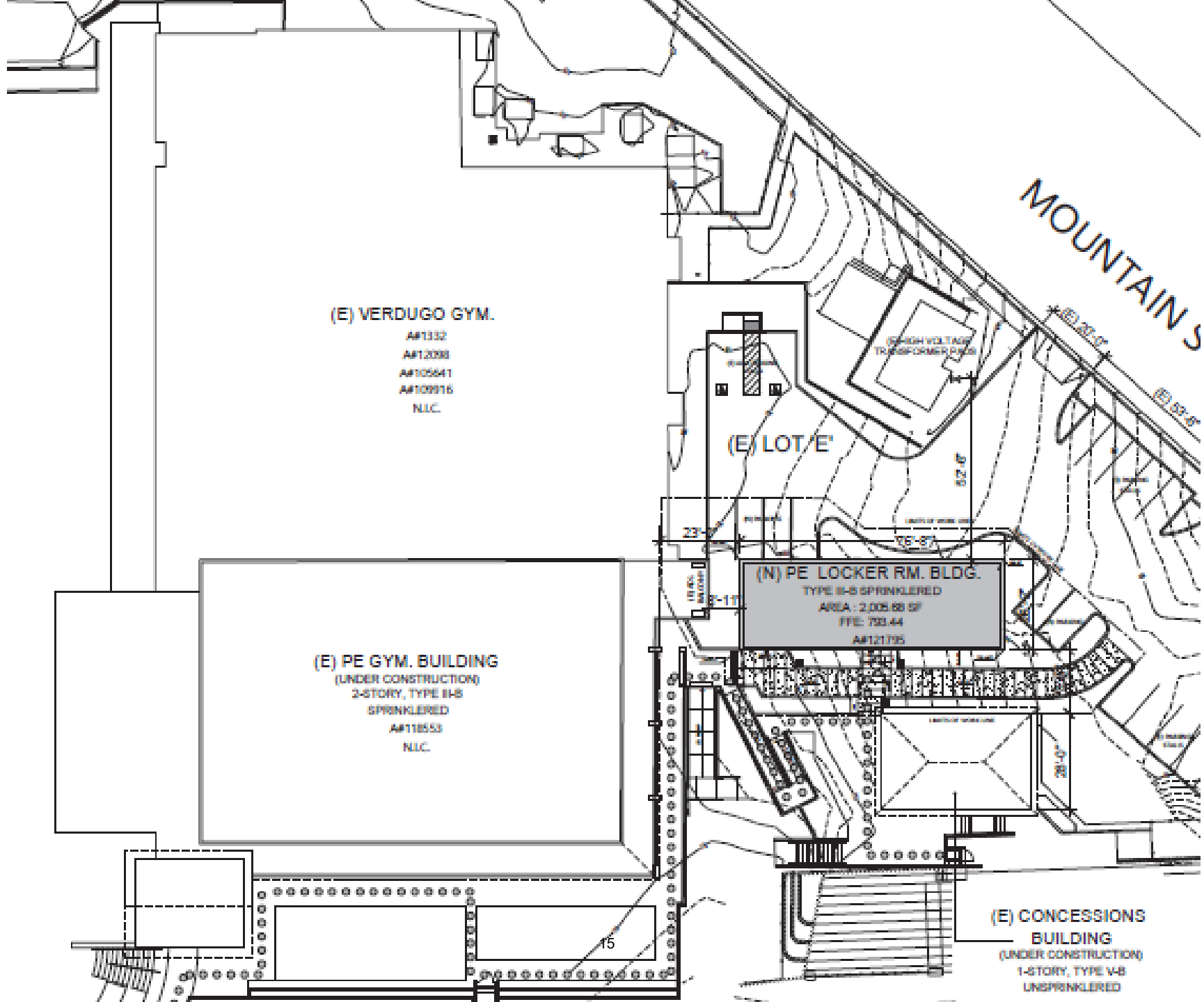
ABSTAIN:

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Member, Board of Trustees

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David Viar, Superintendent/President



MOUNTAIN S

(E) VERDUGO GYM.  
AP1332  
AP12080  
AP105641  
AP100916  
N.L.C.

(E) LOT 'E'

HIGH VOLTAGE  
TRANSFORMER PAD

(N) PE LOCKER RM. BLDG.  
TYPE II-S SPRINKLERED  
AREA - 2,005.68 SF  
FFE: 733.44  
AP121735

(E) PE GYM. BUILDING  
(UNDER CONSTRUCTION)  
2-STORY, TYPE III-S  
SPRINKLERED  
AP118553  
N.L.C.

(E) CONCESSIONS  
BUILDING  
(UNDER CONSTRUCTION)  
1-STORY, TYPE V-B  
UNSPRINKLERED

15

GLENDALE COMMUNITY COLLEGE DISTRICT

December 21, 2021

RESOLUTION NO. 17-2021-2022

TO: Board of Trustees

SUBMITTED BY: David Viar, Superintendent/President

REVIEWED BY: Anthony Culpepper, Executive Vice President,  
Administrative Services

PREPARED BY: Joel Peterson, Director, Facilities

SUBJECT: RESOLUTION DECLARING ENERGY  
CONSERVATION WITH EXPANSION OF  
CENTRAL PLANT #1

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DESCRIPTION OF HISTORY/BACKGROUND

Central Plant #1 must be expanded from its current 500-ton capacity to a capacity of 1500-ton to support the needs of the New Science Building and the proposed Instructional Building and Conference Center. The college conducted an energy efficiency and modernization study to determine potential energy saving measures with the expansion of Central Plant #1. The expansion will allow the college to save energy by modernizing the existing facilities. The findings and calculations were such that the proposed expansion will make more efficient use of energy resources resulting in cost savings to the college. The results of the study were assessed and found significant costs savings when comparing the energy consumption per BTU of the existing plant vs. the modernized Central Plant #1. Government Code Section 4217 provides a public agency may enter into agreements for energy conservation measures without engaging in the formal bidding process.

Approval of this resolution will allow the college to award contracts for the proposed Central Plant #1 Expansion under the provisions of Government Code Section 4217.

COMMITTEE HISTORY

College Executive Committee      December 14, 2021

## FISCAL IMPACT

Currently Central Plant #1's energy consumption is 15,263 MWh (Megawatt-hour) with an average energy cost of \$90.82/MWh. The expansion and modernization Central Plant #1 will consume 15,122 MWh with an average energy cost of \$87.94/MWh. The expansion results in a cost savings of \$2.88/MWh.

## RECOMMENDATION

The Superintendent/President recommends that the Board of Trustees adopt Resolution No. 17-2021-2022: Declaring Energy Conservation with Expansion of Central Plant #1.

**GLENDALE COMMUNITY COLLEGE DISTRICT  
RESOLUTION NO. 17-2021-2022**

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE GLENDALE  
COMMUNITY COLLEGE DISTRICT, ACTING AS THE GOVERNING BOARD OF  
THE GLENDALE COMMUNITY COLLEGE DISTRICT, DECLARING ENERGY  
CONSERVATION WITH EXPANSION OF CENTRAL PLANT #1**

WHEREAS the Glendale Community College District (“District”) is a community college district in the State of California;

WHEREAS Central Plant #1 must be expanded from its current 500-ton capacity to a capacity of 1500-ton to support the needs of the New Science Building and the proposed Instructional Building and Conference Center;

WHEREAS the Central Plant #1 upgrade will replace the existing chillers with newer and more efficient chillers;

WHEREAS the District has conducted an engineering study which confirms energy efficiency findings;

WHEREAS the study demonstrated significant improvement in energy conservation with the proposed upgrade to Central Plant #1;

WHEREAS under Government Code Section 4217 a public agency may enter into agreements for energy conservation measures without engaging in the formal bidding process.

NOW, THEREFORE, THE BOARD OF TRUSTEES OF THE GLENDALE COMMUNITY COLLEGE DISTRICT DOES HEREBY FIND, DETERMINE, ORDER AND RESOLVE AS FOLLOWS:

**Section 1.** The Board finds and determines:

- A. There is a pressing need for the upgrade of Central Plant #1 at the Glendale Community College Garfield Campus;
- B. The Glendale Community College Verdugo Campus Central Plant #1 expansion (the “Project”) will ensure the chillers have the capacity to provide the necessary cooling for the New Science Building and the proposed Instructional Building and Conference Center

**Section 2.** The Board further finds and determines:

- A. The Board has conducted an engineering study that finds the expansion of Central Plant #1 results in lower energy consumption per BTU.

**Section 3.** The Board further finds and determines:

- A. The public interest and necessity require the Project;

- B. The Project is planned and located in the manner that will be most compatible with the greatest public good and the least private injury;
- C. The Project meets the requirement of Energy Conservation under Government Code Section 4217 a public agency may enter into agreements for energy conservation measures without engaging in the formal bidding process

**Section 4.** The findings and determinations contained in this Resolution are based on and incorporate the record before the Board of Trustees on December 21, 2021, which record includes the staff Board Report on this Resolution, the District’s engineering assessment of the Project contained in the adopted Energy Conservation, and all other documents referenced above and in the staff Board Report to this Resolution. The findings and determinations contained herein are also based on any testimony, records and documents produced at the hearing, all of which are incorporated herein by this reference.

PASSED, APPROVED AND ADOPTED by a vote of at least two-thirds (2/3) of all members of the Board of Trustees of the Glendale Community College District, acting as the governing body of the Glendale Community College District, on this 21<sup>st</sup> day of December, 2021

AYES:

NOES:

ABSENT:

ABSTAIN:

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Member, Board of Trustees

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David Viar, Superintendent/President

# GLENDALE COMMUNITY COLLEGE DISTRICT

December 21, 2021

## INFORMATIONAL REPORT NO. 1

TO: Board of Trustees

SUBMITTED BY: David Viar, Superintendent/President

REVIEWED BY: Michael Ritterbrown, Vice President, Instructional Services

PREPARED BY: Edward Karpp, Dean, Research, Planning, and Grants

SUBJECT: ENROLLMENT UPDATE

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### DESCRIPTION OF HISTORY / BACKGROUND

California community colleges' apportionment revenues from the state are based on the enrollments of resident students. Enrollments are converted into Full-Time Equivalent Students (FTES) numbers for apportionment reporting. The attached report includes updated enrollment numbers and projections.

One FTES, whether credit or noncredit, is defined by state regulations as 525 hours of student contact. Most credit courses use a weekly accounting method: They meet the same number of hours every week, and apportionment is based on a calculation of hours per week times number of weeks divided by 525. Credit courses shorter than a full semester (such as 8-week courses, or Summer and Winter courses) use an analogous daily accounting method. Both weekly and daily courses use a census date to determine enrollments and FTES.

All noncredit courses and a small number of credit courses use positive attendance accounting, which is not based on enrollment and class sessions per week but rather on the actual hours that students attend class. Each student's attendance is tracked for every class session. The total number of attendance hours is divided by 525 to calculate FTES based on positive attendance. FTES based on positive attendance is more difficult to project than FTES based on weekly or daily accounting because students' actual attendance must be tracked every day, rather than using a defined census date.

Due to the COVID-19 emergency, the Chancellor's Office has approved alternative positive attendance methods for classes held through distance education. The table included here shows actual FTES rather than FTES calculated by this method. This report is being submitted for informational purposes.

## ENROLLMENT UPDATE (RESIDENT, FACTORED FTES) – 2021-2022

	2020-2021	2021-2022	Difference	% Change
Summer Credit FTES excluding Positive Attendance	1,330	983	-347	-26.1%
Summer Credit FTES from Positive Attendance	10	8	-2	-20.0%
Summer Noncredit FTES	217	254	+37	+17.1%
<b>Summer Total</b>	<b>1,557</b>	<b>1,245</b>	<b>-312</b>	<b>-20.0%</b>
Fall Credit FTES excluding Positive Attendance (Day 97 of Classes)	4,510	3,873	-637	-14.1%
Fall Credit FTES excluding Positive Attendance (Projected End of Term)	4,514	3,877	-637	-14.1%
Fall Credit FTES from Positive Attendance	5	5	+0	+0.0%
Fall Noncredit FTES	552	552	+0	+0.0%
<b>Fall Total FTES (Projected End of Term)</b>	<b>5,071</b>	<b>4,434</b>	<b>-637</b>	<b>-12.6%</b>
Winter Credit FTES excluding Positive Attendance (36 Days Before Start of Classes)	780	709	-71	-9.1%
Winter Credit FTES excluding Positive Attendance (Projected End of Term)	817	746	-71	-8.7%
Winter Credit FTES from Positive Attendance	0	0	+0	+0.0%
Winter Noncredit FTES	173	173	+0	+0.0%
<b>Winter Total FTES (Projected End of Term)</b>	<b>990</b>	<b>919</b>	<b>-71</b>	<b>-7.2%</b>
Spring Credit FTES excluding Positive Attendance (79 Days Before Start of Classes)	1,948	1,651	-297	-15.2%
Spring Credit FTES excluding Positive Attendance (Projected End of Term)	4,855	4,558	-297	-6.1%
Spring Credit FTES from Positive Attendance	26	26	+0	+0.0%
Spring Noncredit FTES	610	610	+0	+0.0%
<b>Spring Total FTES (Projected End of Term)</b>	<b>5,491</b>	<b>5,194</b>	<b>-297</b>	<b>-5.4%</b>
Annual Credit FTES excluding Positive Attendance (Projected End of Year)	11,516	10,164	-1,352	-11.7%
Annual Credit FTES from Positive Attendance (Projected End of Year)	41	39	-2	-4.9%
Annual Noncredit FTES (Projected End of Year)	1,552	1,589	+37	+2.4%
<b>Annual Total FTES (Projected End of Year)</b>	<b>13,109</b>	<b>11,792</b>	<b>-1,317</b>	<b>-10.0%</b>

Note: Gray-shaded cells indicate projections or estimates.

GLENDALE COMMUNITY COLLEGE DISTRICT

December 21, 2021

INFORMATIONAL REPORT NO. 2

TO: Board of Trustees

SUBMITTED BY: David Viar, Superintendent/President

REVIEWED BY: Anthony Culpepper, Executive Vice President,  
Administrative Services

SUBJECT: MEASURE GC FUNDS BALANCES AND SCHEDULE  
UPDATE

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Attached is a summary report on Measure GC Funds activity and budget balances through November 30, 2021.



FUND SOURCE USAGE

12/14/2021

Identified Project	Current Budget	Encumbrance	Spent to Date (Actuals)	Remaining Budget (Current less Encumbrance)	Anticipated or Actual Substantial	% of Status Completion	Status
Admin Window Replacement	\$1,960,449	\$1,843,054	\$1,635,010	\$117,395	Summer 2020	100%	Complete
Administration Building for Human Resources	\$846,766	\$846,766	\$846,766	\$0	Winter 2019	100%	Complete
Athletics and Kinesiology Expansion and Seismic	\$40,500,000	\$39,779,725	\$31,530,906	\$720,275	Winter 2022	89%	Construction
Central Plant #1 Expansion	\$5,625,000	\$2,074,467	\$697,150	\$3,550,534	Fall 2022	25%	Design
Centralized Storage Building	\$2,000,000	\$174,690	\$41,715	\$1,825,310	Fall 2023	25%	Design
Classroom Lab Renovation Projects	\$5,328,623	\$5,328,623	\$5,328,623	\$0	Winter 2021	100%	Complete
Fire Academy Project	\$815,000	\$815,000	\$815,000	\$0	Winter 2019	100%	Complete
Garfield Mariposa Renovations	\$2,000,000	\$1,590,640	\$1,372,790	\$409,360	Winter 2021	100%	Complete
Garfield Property Acquisition & Parking	\$35,000,000	\$34,848,151	\$33,827,911	\$151,849	Winter 2022	25%	Construction
Infrastructure	\$19,601,415	\$19,523,039	\$19,168,054	\$78,376	Winter 2021	100%	Complete
Instructional Building & Conference Center (IBCC)	\$68,000,000	\$9,652,773	\$5,316,951	\$58,347,227	Fall 2024	25%	Design
Minor Capital Projects	\$1,315,000	\$434,376	\$289,562	\$880,624	Winter 2021	100%	Complete
Montrose Campus	\$4,575,710	\$4,575,710	\$4,575,632	\$0	Unknown	15%	Programming
New Science Building and Ancillary Projects	\$104,000,000	\$102,369,269	\$23,016,644	\$1,630,731	Fall 2023	41%	Construction
Safety & Security	\$780,000	\$751,579	\$715,759	\$28,421	HOLD	15%	Programming
San Gabriel First Floor-DSPS Office Space	\$1,500,000	\$245,283	\$58,713	\$1,254,718	Spring 2022	35%	Construction
San Gabriel Second Floor Renovation for Math	\$3,800,000	\$416,897	\$171,457	\$3,383,103	Winter 2024	30%	Design
San Rafael Renovations Second Floor	\$3,136,000	\$3,078,626	\$2,951,732	\$57,374	Summer 2020	100%	Complete
Sierra Vista Closeout	\$10,000,000	\$10,000,000	\$10,000,000	\$0	Winter 2019	100%	Complete
Technology	\$4,820,000	\$4,811,999	\$4,811,999	\$8,001	Winter 2021	100%	Complete
Welding Lab Alteration-Tongva (fka Aviation/Art)	\$5,124,309	\$5,079,916	\$4,912,534	\$44,393	Winter 2021	100%	Complete
Z-Program Reserve	\$4,506,040	\$0	\$0	\$4,506,040	ONGOING	-	In Progress
<b>Totals</b>	<b>\$325,234,312</b>	<b>\$248,240,580</b>	<b>\$152,084,907</b>	<b>\$76,993,731</b>			

GLENDALE COMMUNITY COLLEGE DISTRICT

December 21, 2021

INFORMATIONAL REPORT NO. 3

TO: Board of Trustees  
SUBMITTED BY: David Viar, Superintendent/President  
PREPARED BY: Michael Ritterbrown, Vice President, Instructional Services  
SUBJECT: GUIDED PATHWAYS UPDATE

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DESCRIPTION OF HISTORY / BACKGROUND

This report is being submitted for informational purposes.

# GUIDED PATHWAYS

December 2021

YEARS  
2016  
2017

## INTRODUCTION TO CAMPUS COMMUNITY

### GOALS

- ✓ Introduce Guided Pathways to the Glendale Community College community
- ✓ Build on multiple measures assessment & placement (MMAP) implementation momentum to investigate and evaluate potential modifications to placement and developmental education programs
- ✓ Identify aspects of current categorical funding initiatives that are consistent with the goals of Guided Pathways
- ✓ Discuss ways to introduce greater implementation of high-impact practice in counseling and instruction

### ACTIONS

- ✓ Held information sessions (SP17 through Title V Abriendo Caminos Grant)
- ✓ Distributed literature to constituencies
- ✓ Engaged widespread discussion and began implementation of MMAP in math and English
- ✓ Held information sessions for governance committees, including Division Chairs, Academic Affairs, Faculty Meeting, C&I, Cabinet, Master Plan, and College Executive
- ✓ Initiated Integrated Planning meetings that included SSSP, Student Equity, Basic Skills, AEBG, Perkins, Strong Workforce, and Title V
- ✓ Met with faculty development and Title V to plan faculty development for Guided Pathways
- ✓ Presented Guided Pathways overview to the Board
- ✓ Attended statewide and national training and information sessions
- ✓ Investigated infrastructure support platforms

## GOALS

- ✓ Establish and communicate specific vision and goals
- ✓ Continue making the case for change
- ✓ Begin modifications to developmental education and placement programs to make them more consistent with effective practice
- ✓ Align Master Plan goals with Guided Pathway
- ✓ Broadly engage faculty and staff in examining current practice and planning redesign
- ✓ Build technology infrastructure for Guided Pathways program
- ✓ Focus and integrate categorical programs and projects to more closely align with Guided Pathways structure and goals
- ✓ Receive Chancellor's Office funding to support Guided Pathways
- ✓ Develop an overall plan for communicating about Guided Pathways with the college community

## ACTIONS

- ✓ Established Steering Committee and meeting schedule
- ✓ Acquired platform for infrastructure
- ✓ Master Plan draft aligned with Guided Pathways approved
- ✓ Steering Committee Workgroups established
- ✓ Begin implementation of co-requisite college-level core requirements as an alternative to developmental education
- ✓ Attended required Chancellor's Office Workshop 10/16/17
- ✓ Finalized implementation of MMAP and evaluation processes, and further prepared for Common Assessment Initiative
- ✓ Established working groups for meta-majors, faculty development, compliance, and student focus groups
- ✓ Established faculty, administrator, and staff inquiry groups to design meta-majors

(CONTINUED)

## ACTIONS (CONTINUED)

- ✓ Established work groups for implementation of Guided Pathways infrastructure implementation
- ✓ Published articles regarding Guided Pathways implementation and technology infrastructure in faculty newsletter
- ✓ Held Guided Pathways self-assessment forums for faculty and staff
- ✓ Visited Student Services faculty meetings to explain and discuss Guided Pathways
- ✓ Completed required Self-Evaluation for Chancellor's Office
- ✓ Held kick-off for EAB Navigate
- ✓ Accounts for Guided Pathways have been established
- ✓ GCC team attended IEPI workshop focusing on the Work Plan for the Chancellor's Office
- ✓ Draft of Chancellor's Office Work Plan completed
- ✓ Educational Advisory Board Opportunity Assessments held 3/15/18
- ✓ Multiple Measures Placement established for Math and English
- ✓ Chancellor's Office Work Plan completed
- ✓ Representative attended IEPI Advanced Guided Pathways workshop
- ✓ Focus groups with students held to help determine current areas of strength and weakness where Guided Pathways is concerned
- ✓ Initial approval of Guided Pathways Faculty Coordinator
- ✓ GCC team attended IEPI workshop to share work plans
- ✓ Guided Pathways presentation and panel at CSEA retreat
- ✓ Campus-wide Communications Workgroup discussions of Guided Pathways goals and message
- ✓ Planned faculty engagement to implement high-impact practice
- ✓ Completed initial draft of meta-majors and solicited feedback from Divisions and Senate
- ✓ Began work with categorical funding sources through the Integrated Planning committee to increase awareness of parallels between their missions and Guided Pathways
- ✓ Held Town Hall meetings to discuss Guided Pathways with the campus community

(CONTINUED)

YEARS

2017  
2018

## ENGAGEMENT + HIGH-LEVEL PLANNING

### ACTIONS (CONTINUED)

- ✔ Guided Pathways in Action workshop was held on campus and attended by 63 managers, classified staff, and faculty
- ✔ Held meeting to determine the best ways of communicating about Guided Pathways with the faculty, staff, and students
- ✔ Planned integration of Guided Pathways into faculty and classified institute day
- ✔ Filled long-term faculty GP coordinator position and established approval for counseling and classified GP coordinator positions

## GOALS

- ✓ Map program pathways for largest programs
- ✓ Scale modifications to developmental education in compliance with AB705 requirements
- ✓ Continue to develop and institutionalize faculty development programs
- ✓ Continue broad collaborations with governance to optimize Guided Pathways
- ✓ Continue focusing and integrating categorical funding initiatives and programs to be consistent with Guided Pathways
- ✓ Communicate regularly through established governance channels and steering committee representatives, soliciting feedback and modifying plans as appropriate
- ✓ Launch EAB Navigate technological infrastructure supporting the Guided Pathways model
- ✓ Establish plan for ongoing inquiry into the student experience
- ✓ Establish college-wide communication campaign focused on changes resulting from MMAP and AB705
- ✓ Establish mechanism for creation of online professional development material focused on Guided Pathways
- ✓ Establish a mechanism for sustainable online professional development focusing on key topics for Guided Pathways implementation
- ✓ Refresh Guided Pathways steering and workgroup structure through a broadly inclusive nomination process and direct involvement of shared governance
- ✓ Formalize a college-wide Scale of Adoption Assessment process to broaden engagement and inform planning
- ✓ Introduce EAB Navigate to counselors and students

## ACTIONS

- ✓ Identify priority pathways and establish draft default program maps
- ✓ Redesign intake systems underway

(CONTINUED)

## ACTIONS (CONTINUED)

- ✓ Revise MMAP to ensure optimal results—GCC’s Guided Placement Survey (GPS), consistent with AB705 implementation guidelines, is running at full scale in Assessment Center
- ✓ Completed retroactive re-placement of students using new plans established for retroactive re-placement of students using new AB705 math & English placement rules, including individualized communication campaign
- ✓ Design co-requisite programs in Math and English
- ✓ Evaluate counseling to support timely intervention
- ✓ Evaluate infrastructure to support effective student progress, monitoring, and counseling
- ✓ Continue communications and engagement with the college community regarding Guided Pathways
- ✓ Faculty Institute Day focusing on Guided Pathways
- ✓ Launch test sites of EAB Navigate and Campus technology platforms and coordinate testing, feedback and training among faculty and staff
- ✓ Launch EAB Navigate and Campus technology platforms, along with a coordinated information and support campaign for students—test site available to Counselors
- ✓ Host large student focus group and faculty survey, followed by panel discussion and keynote address at faculty institute day
- ✓ Establish team and supporting funds to focus on student voice inquiry
- ✓ Gain approval for funds to support creation of online professional development materials
- ✓ Completed RTEP hiring for counseling and classified coordinators
- ✓ Held information sessions for students and counselors to pilot EAB Navigate

(CONTINUED)

## ACTIONS (CONTINUED)

- ✔ Representatives from the college attended IEPI workshop in February
- ✔ Guided Pathways Coordinators are working with IT to ensure smooth implementation of EAB Navigate.
- ✔ Work with Research and Planning to solidify plans and initiate data collection for evaluation of established key components of guided pathways
- ✔ Establish a dedicated team of student co-designers to be integrated with staff teams throughout implementation of Guided Pathways
- ✔ Restructure Guided Pathways Steering Team for improved coordination, efficiency, and inclusive program design
- ✔ Develop Guided Pathways framework for Student Equity and Achievement Program
- ✔ Classified GP Coordinator selected: Frankie Strong
- ✔ Implement Program Mapper software to increase access to and visibility of metamajors and program maps
- ✔ Hold Counseling retreat to further engage the division in exploring new modes of operation consistent with Guided Pathways recommendations to better support student success
- ✔ Guided Pathways was the focus of the Division Chairs and Instructional Managers Retreat
- ✔ Create embedded metamajors counselors who will work directly with instructional divisions
- ✔ 49 program maps have been completed

## GOALS

- ✓ Continue development of meta-majors and default schedules
- ✓ Evaluate initial implementation
- ✓ Continue broad communications and engagement with governance
- Continue focusing and integrating categorical funding initiatives and programs to be consistent with Guided Pathways
- ✓ Increase modifications and improvements to developmental education
- ✓ Institutionalize changes to placement and intake processes
- Establish a framework to support an intentional action research agenda that examines the efficacy of Guided Pathways and develops practical knowledge and tools to support effective implementation at scale.

## ACTIONS

- ✓ EAB Navigate counselor training modules posted
- ✓ Ensure availability of drafts of default schedule offerings
- ✓ Pilot offerings of drafts of default schedules
- Continue to create default schedules based on meta-majors
- ✓ Re-design onboarding system
- Increase implementation of high-impact counseling practice integrated with Guided Pathways infrastructure
- ✓ Increase co-requisite offerings in Math and English
- ✓ Continue to refine and develop faculty development and engagement programs to increase high-impact classroom practice
- ✓ Work with categorical funding sources to institutionalize programs associated with Guided Pathways
- Refine evaluation process and criteria

(CONTINUED)

## ACTIONS (CONTINUED)

- ✓ EAB Navigate live for counselors and students
- ✓ Updated Guided Pathways Website
- ✓ Updated Guided Pathways Comment Box
- ✓ Guided Pathways presentations at Division Chairs, Classified Institute, and CSEA chapter meeting
- ✓ Guided Pathways Chaparral article
- ✓ Establishment of Guided Pathways workgroups
- ✓ Guided Pathways Workgroup leadership established
- ✓ Guided Pathways Workgroup presentation at faculty meeting
- ✓ Created Guaranteed and Priority Pathways Program that includes partnerships with the University of California Los Angeles, Santa Barbara, Davis, Riverside, Merced, Santa Cruz, and Irvine; California State University, Northridge and Los Angeles; Loyola Marymount, University of La Verne, Pacific Oaks College, and Pepperdine's Graziadio School of Business
- ✓ Held meetings with local community college Guided Pathways Coordinators to develop best practices
- ✓ Host guided pathways summit for colleagues in key implementation roles at other colleges in the region
- ✓ Held meetings to continue Guided Pathways staff development for classified staff
- ✓ Held meetings and webinars to get input for the Scale of Adoption Assessment (SOAA)
- ✓ Established regular contact with Regional Guided Pathways Coordinator, Sean Pepin
- ✓ Established Guided Pathways AB705 workgroup
- ✓ Develop a Guided Self-Placement tool for Credit ESL AB705 implementation
- ✓ Created a spreadsheet with data reflecting the GCC Scale of Adoption Assessment
- ✓ Hosted a faculty member and an administrator from Pasadena City College at the Guided Pathways Steering Committee meeting to discuss their Guided Pathways implementation

(CONTINUED)

YEARS

**2019**  
**2020**

INITIAL IMPLEMENTATION

## ACTIONS (CONTINUED)

- ✓ Working with division chairs to integrate instructional services into EAB Navigate
- ✓ Guided Pathways Coordinators are working with ASGCC leadership to create the Learning & Professional Pathways College Fair
- ✓ Develop Learning & Professional Pathway icons in collaboration with the Office of Communications
- ✓ Develop comprehensive website and marketing materials for the Learning & Professional Pathways and Program Maps

## GOALS

- Refine and improve scale implementation of the system from intake to completion.
- ✓ Continue faculty and staff development to increase high-impact practice
- ✓ Continue communications and engagement with the college community
- Complete full-featured implementation of EAB Navigate
- Establish Coordination with GCC CARES

## ACTIONS

- Begin scale implementation of meta-majors and default schedules
- Continue to evaluate and make changes based on previous evaluations
- ✓ EAB Navigate is currently available for students and counselors. This is the first phase of implementation that provides an online platform for the implementation of Guided Pathways
- ✓ Meta-Majors are now called Learning & Professional Pathways. The Learning & Professional Pathways are: (Language & Communication), (Visual & Performing Arts), (Business, Entrepreneurship & Management), (Industrial Technology & Aviation), (Science, Technology, Engineering & Math), (Health, Public Safety, & Wellness), (People, Power & Perspective), (Personal Exploration)
- ✓ (2020 - 2021) GCC has partnered with Pacific Oaks College to provide a Guaranteed Pathway for students
- ✓ Met with division chairs to discuss the next phase of EAB Navigate for instruction.
- ✓ Glendale will receive \$164,797 to support the implementation of Guided Pathways in the 2020 - 2021 academic year
- ✓ State leadership for Guided Pathways will now be under the direction of the Foundation for California Community Colleges.
- ✓ Configure new Learning and Professional Pathways (LPPs) and first wave of program maps in Program Mapper
- ✓ Develop and launch Noncredit Guided Placement Survey
- ✓ Advance the implementation of EAB Navigate in key areas: (1) new program maps; (2) appointment center; (3) early alert and coordinated care network tools; (4) course registration through Navigate
- ✓ Welcome new team of GP Student Co-developers

## ACTIONS (CONTINUED)

- ✓ Logo



- ✓ The Guided Pathways Coordinators are working with ASGCC leadership to create the Learning & Professional Pathways College Fair. Tentatively scheduled for November
- ✓ The Guided Pathways Counseling Coordinator (Kevin Meza) is now leading the counseling department training meetings
- ✓ Counselors are working on matching Career Theory (Holland Codes) to each Learning & Professional Pathway
- ✓ Learning & Professional Pathways workshops have begun to be offered in collaboration with ASGCC
- ✓ Hosted Information Session at the Garfield Information Day
- ✓ Establishing coordination between Guided Pathways, Student Equity and Achievement, and Title V efforts and projects
- ✓ Mobilizing planning of long-term sustainability of Guided Pathways initiatives
- ✓ Training is underway for appointment scheduling in EAB Navigate.
- ✓ Development of an Early Alert protocol in EAB Navigate has begun.
- Initiating an information campaign to inform faculty and staff regarding the capabilities of EAB Navigate
- ✓ Hosted information session at Garfield Information Day
- ✓ Begin technical planning of the integration of onboarding tools (e.g., CCC Apply, Guided Placement Survey, Navigate, MyPath, etc) into a cohesive system taking into account AB705 requirements and early evaluation findings
- ✓ The Student Services Cabinet held a two-part managers' retreat on January 22 and 29, and hosted the Student Services Convocation on February 5, all focused on the theme "Operationalizing Guided Pathways in Student Services"
- Launch pilot of several Coordinated Care Teams in conjunction with new Early Alert functions in Navigate

## ACTIONS (CONTINUED)

- ✓ Submitted Learning & Professional Pathways icons to academic departments and students for feedback
- ✓ Presented proposal to various constituencies and the Academic Senate to amend graduation requirements to include IGETC/CSU Breadth as general education options to promote local associate's degree completion and clarify pathways
- ✓ Complete and submit 2020-21 Scale of Adoption Assessment
- ✓ The Student Services Cabinet held a two-part managers' retreat on January 22 and 29, and hosted the Student Services Convocation on February 5, all focused on the theme "Operationalizing Guided Pathways in Student Services"
- ✓ Michael Ritterbrown appointed as one of two CIO representatives to the Chancellor's Office Guided Pathways Advisory Committee
- ✓ Launch new Guided Pathways Interactive Sessions model for involving the campus in Guided Pathways initiatives
- Integrate Program Mapping into the C&I process when updating or creating programs

## GOALS

- Transition campus-wide appointment scheduling to Navigate
- Transition Early Alert procedures and processes to Navigate
- Integrate Academic Planning, scheduling and registration into Navigate
- ✓ Begin technical planning of the integration of onboarding tools (e.g. CCC Apply, Guided Placement Survey, and Navigate) into a cohesive system
- Launch new Guided Pathways interactive sessions model for involving the campus in Guided Pathways initiatives
- Partner with Keys for Success workshop program to assess its ability to support students with persistence and completion of core classes.
- ✓ Align HSI grant goals and projects with larger Guided Pathways goals and projects

## ACTIONS

- ✓ Guided Pathways proposal to allow IGETC and CSU breadth requirements to qualify for a degree is now in effect
- Counselors will send guides to students regarding Learning and Professional Pathways (GCC's identifier for metamajors) and how to choose courses within an LPP. Guides will be sent in October
- ✓ All GCC program maps have been completed
- ✓ Coordinators will meet with division chairs to review and approve program maps
- ✓ Publish Program Maps and link to Learning and Professional Pathways webpage
- Add Program Maps to EAB Navigate's Academic Planning Tool
- Update the AB705 compliant placement process to be integrated with CCC. Apply, making the placement process seamless for most students
- ✓ Learning and Professional Pathways workshops have begun to be offered in collaboration with ASGCC
- Research and Planning has begun to build Student Support Teams using models of Cohort Management, Inquiry, and Design

(CONTINUED)

## ACTIONS (CONTINUED)

- ✓ Meetings held with HSI grant leaders and Guided Pathways leadership and administrative leadership to discuss collaboration and alignment
- ✓ The College has begun to build Success Teams to support students through their college experience. Success Teams will be comprised of Instructional Faculty, Classified Staff, Counselors, Administrators, and Students. An equity framework will be a major component of the Teams.
- ✓ Having reached the conclusion of a three year term, Guided Pathways Coordinators have completed self-evaluations for their release-time positions. Vice President of Instructional Services and Vice President of Student Services have completed supervisor-employee evaluations. The Guided Pathways Coordinator positions will be opened for applicants.
- Preparing to launch scheduling module in EAB Navigate.
- **New:** Expenditure deadlines for the current Guided Pathways funding have been extended to at least July of 2023.
- **New:** An additional Guided Pathways allocation from the state will be distributed in July 2022. The total allocation will be \$50 million. GCC will receive about \$500,000 of this. The allocation will be a one-time distribution with an expenditure deadline of July 2026.
- **New:** Statewide priorities for Guided Pathways will include collaboration with other programs including Student Equity and Achievement and the Strong Workforce program.

## GOALS

- ✓ Develop Learning & Professional Pathway icons in collaboration with the Office of Communications
- Develop comprehensive website and marketing materials for the Learning & Professional Pathways and Program Maps
- Scale implementation of Guided Pathways
- Institutionalize evaluation and continuous improvement
- Complete Program Maps for all credit and noncredit programs and institute an ongoing review and updating process for continuous mapping

## ACTIONS

- Scale implementation of co-requisite programs in Math and English
- Make modifications based on evaluations
- Reviewed regional Guided Pathways coordinators YouTube site
- Addressing issues related to the integration of EAB Navigate and PeopleSoft

GLENDALE COMMUNITY COLLEGE DISTRICT

December 21, 2021

INFORMATIONAL REPORT NO. 4

TO: Board of Trustees  
SUBMITTED BY: David Viar, Superintendent/President  
SUBJECT: SUPERINTENDENT/PRESIDENT SEARCH UPDATE

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STATUS REPORT – December 10, 2021

✓ Checked items have been accomplished

August 30 –  
December 15, 2021 **Fall semester**

Oct 1 **Retirement Announcement**

Sep 24 – Oct 19 **Selection of Executive Search Firm:**

- ✓ RFPs sent by HR to selected firms (sent September 24 with response by October 1)
- ✓ HR VP and two board members (president and vice president) identify top three firms (October 4) and interview by Zoom representatives of those firms who will work directly with the college (October 8)
- ✓ Board receives top three search firms' proposals and recommendation of the committee (October 15)
- ✓ Board approves executive search firm contract at regular board meeting, screening committee composition, tentative process timeline (October 19)

Oct 19 – 22 **Screening Committee Established:**

- ✓ Representatives from constituent groups identified (October 4 – 15)

Oct 12 – Nov 16 **Position Profile Developed**

- ✓ Superintendent/President communicates with Cabinet, Division Chairs, executive committees of Academic Senate, Guild, CSEA, ASGCC, and Foundation for review and comments regarding superintendent/president profile, including college priority issues of importance for the college (challenges and opportunities),

leadership qualities and personal characteristics expected.  
(October 12 – November 12)

- ✓ Cabinet and College Executive Committee review latest draft and approves recommendation to present to Board (November 8 and 9)
- ✓ Board approval of the profile identifying priority college issues, leadership qualities, characteristics, and qualifications (November 16)

Oct 25 – Nov 16

**Job Announcement and Website for Search Developed**

- ✓ Job announcement (including position profile, college highlights, description of search process and application details) and website related to all aspects of the search prepared by Communication Office, with support from Superintendent/President (October 25 – November 4).
  
- ✓ Cabinet and College Executive Committee review draft announcement and website components (November 8 and 9)
- ✓ Board review and comment on Announcement and website (November 16)

Nov 16

**First Meeting of Screening Committee:**

- ✓ **First meeting** with Screening Committee facilitated by Executive Search Firm with HR support (Nov 16, 2021 )
  - Orientation - Review BP 2431: Superintendent/President Selection
  - Schedule future meetings
  - Cultural competency and implicit bias training/discussion (facilitated discussions and reviews of sample resumes, applications, and cover letters)
  - Confidentiality discussions and implications (confidentiality form sent electronically, reviewed, and signed by screening committee members)

Dec 1 – Jan 31

**Recruitment**

- ✓ Job announcement distributed at direction of Executive Search Firm with college support as necessary
- ✓ Recruitment activities underway through Executive Search Firm

Advertising placed with: Insight to Diversity, Diversity in Higher Education, Women in Higher Education, Association of California Community Colleges, Chronicle of Higher Education, Higher Ed Jobs, California Community College Registry

583 views of the GCC job application site/NeoGov and 5 applications

Dec 23, 2021-  
Jan 3, 2022

### **College Closed**

Jan 10 –  
Feb 17

### **Winter Intersession**

Feb 4

#### **Second Meeting of Screening Committee**

- Executive Search Firm works with the committee about position criteria-based applicant screening (sample screening forms).
- Work with the committee about interview questions based on position description and search/screening criteria (sample interview questions).

Feb 1 – Mar 15

#### **First-round Candidates Identified and Finalists Selected**

- Executive Search Firm identifies candidates who meet the qualifications and criteria (Feb 1 - 11)
- Screening Committee members receive and evaluate (criteria-based) candidates forwarded by Search Firm (Feb 14 - 23)
- **Third meeting** – Screening Committee meets with Executive Search Firm to identify candidates to be invited for first-round interviews in-person or Zoom (Feb 28)
- **Fourth meeting** – Screening Committee, facilitated by Executive Search Firm, interviews first-round candidates and identifies finalists to recommend/forward to the Board of Trustees (week of Mar 10 - 11)
- Board receives report in closed session on finalists recommended (Mar 15)

Feb 18 and 21

### **College Closed**

Feb 22 –  
June 22

### **Spring Semester**

Mar 16 – Ap 18

#### **Finalists Vetted and Selection Made**

- Executive Search Firm conducts reference/background checks on finalists (Mar 16 – Ap 1)
- Executive Search firm with district support arranges logistics for finalists' on-campus and/or virtual college visits, constituent representatives' meetings, public forums and Board interviews; (March 16 - 18)
- Forums and interviews (Mar 28 – 30)
  - Executive Search Firm with HR support collects forum input on finalist candidates and prepares summary report for Board.
  - Facilitated by Executive Search Firm, Board discussion regarding finalist candidates; Board provided in-depth

reference/background check summaries; Board makes decision (Mar 31 – Ap 1)

- Verbal offer extended to finalist and contract development underway (Ap 1 - 8)

- Board acts to appoint Superintendent/President (April 18, 2022)

Mar 31

**College Closed**

Ap 18 – 23

**Spring Break**

June 15

**Last day of semester and commencement**

July 1, 2022

**Start date for new GCC Superintendent/President**

GLENDALE COMMUNITY COLLEGE DISTRICT

December 21, 2021

INFORMATIONAL REPORT NO. 5

TO: Board of Trustees

SUBMITTED BY: David Viar, Superintendent/President

PREPARED BY: Lisa Brooks, Executive Director, Glendale College Foundation  
Ellyn Semler, Capital Campaign Task Force Member

SUBJECT: REPORT FROM GLENDALE COLLEGE TASK FORCE ON  
CAPITAL CAMPAIGN FEASIBILITY

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DESCRIPTION OF HISTORY / BACKGROUND

This report is being submitted for informational purposes.



**A CAMPAIGN  
IN SUPPORT OF  
GLENDALE COMMUNITY COLLEGE**



## **MISSION**

- **to create public awareness of the needs of the college;**
- **to promote the college to business and industry and the greater Glendale community;**
- **to raise funds for facilities and programs**



**Following passage of Measure GC, the Board of Trustees established 3 major facilities priorities:**

**1. Athletics**

**2. Science**

**3. Performing & Media Arts**



**Achieving the “Margin of Excellence”  
for which GCC is known**

# THE CHALLENGE

v

## Enhance Athletics & Kinesiology



# ATHLETICS ENHANCEMENTS

(Partial List)

Bleacher Seating  
Ticket Booth  
Therapy Tables  
Weight Storage Rack  
Whiteboards  
Lecturns  
Washers/Dryers  
Wall Pads  
Balls/Nets/Rackets  
Trophy Case  
Upright Bicycles

# THE CHALLENGE

## Enhance Science



# SCIENCE ENHANCEMENTS

(Partial List)

State-of-the-art Wireless Scientific Instrumentations

Digital Camera Microscopes

Anatomage Tables

3-D & Anatomy/Microbiology Holograms

Portable Photosynthesis System

Multimode Microplate Reader

Webcams & Tablets

3-D Printer

Telescope

Infrared Spectrometers

Conference Room Monitors

# THE CHALLENGE

## Enhance Performing Arts & Media Arts



# PERFORMING & MEDIA ARTS ENHANCEMENTS

(Partial List)

State-of-the-Art Recording Studio, Screening Room & Recital Hall  
Digital Music Technology Classroom  
Grand & Upright Pianos  
Surround Speaker System  
Digital Surround Mixer  
Analog Console/Control  
Choral Risers & Choir Uniforms  
Instruments  
Pilates Reformer & Bow Flex  
Ice Bath System  
Video Projector & Bluetooth Speakers  
Sergeant & Mannequins

# THE GOAL

vX

**Provide funding for each building's equipment and an operating endowment for each of the three programs.**



# FEASIBILITY STUDY

- **Assess internal readiness**
- **Test the Case for Support**
- **Assess donor capacity and willingness to support the project**
- **Integrate findings into the decision-making process as a campaign plan is developed**

## **The Feasibility Study provided answers to these questions:**



- **Should GCF proceed or not?**
- **What work may need done prior to launch?**
- **What strategies/methods may work best?**
- **Which donors should be pursued for lead/major gifts?**
- **How much will the donors give?**
- **What is a realistic campaign timeline/phasing?**
- **What is a realistic gift table?**

# **Feasibility Study Recommendations for a successful capital campaign<sub>v</sub>**

**Progress made since  
the study was completed**



# Q & A

## GLENDALE COMMUNITY COLLEGE DISTRICT

December 21, 2021

### INFORMATIONAL REPORT NO. 6

TO: Board of Trustees

SUBMITTED BY: David Viar, Superintendent/President

PREPARED BY: Anthony Culpepper, Executive Vice President  
Administrative Services

SUBJECT: FEDERAL AND STATE RELIEF FUNDING FOR  
PANDEMIC RELATED COSTS AT GCC – 2020 - 2022

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#### DESCRIPTION OF HISTORY / BACKGROUND

A total of \$67.4 million has been allocated to Glendale Community College from the following state and federal acts to support a safe and healthy environment for students to achieve their educational goals during the COVID-19 pandemic:

- The Coronavirus Aid, Relief, and Economic Security (CARES) Act (HEERF I) – March 27, 2020
- Minority Serving Institutions Grant I – March 27, 2020
- California Proposition 98 COVID-19 Response Block Grant – CA 2020 State Budget Act – August 2020
- Federal Block Grant
- The Coronavirus Response and Relief Supplemental Appropriations Act, 2021 (CRRSAA) (HEERF II) – December 27, 2020
- Minority Serving Institutions Grant II – December 27, 2020
- The American Rescue Plan (ARP) ( HEERF III) – March 11, 2021
- Minority Serving Institutions Grant III – March 11, 2021

The state and federal government have provided a series of memoranda and Frequently Asked Questions (FAQ) documents to guide in determining how the funds received are to be used. Included below are statements from those documents related to five broad categories of permissive expenditures:

- Direct student related support (GCC expenditures to date - \$31.4 million)
  - ✓ Emergency financial aid grants to students for any component of the student's cost of attendance or for emergency costs that arise due to coronavirus (such as tuition, food, housing, health care, child care)
  - ✓ Refund of student fees for services students not able to utilize due to significant changes to delivery of instruction due to coronavirus
  - ✓ Carrying out student support activities authorized that address needs related to coronavirus
  - ✓ Discharge student debt or unpaid balances by discharging the complete balance of the debt as lost revenue. USDE strongly encourages institutions to discharge such debt...and to engage or reengage students otherwise at risk of not completing their degrees as a result of coronavirus.
  
- Remote learning support (GCC expenditures to date - \$8.2 million)
  - ✓ Costs associated with significant changes and expansion to the delivery of instruction due to coronavirus
  - ✓ Building IT capacity to support remote learning
  - ✓ Upgrade computer systems to facilitate distance learning related to significant changes to delivery of instruction due to coronavirus
  - ✓ Additional academic or mental health support systems that help students overcome barriers that arose as a result of coronavirus
  - ✓ Purchase of computers, equipment, software, online licensing fees, internet service to enable students to transition to distance learning due to coronavirus.
  
- Personnel support (GCC expenditures to date - \$6.3 million)
  - ✓ Personnel costs incurred to prepare employees to operate effectively in a remote or onsite work and learning environment due to coronavirus
  - ✓ Train faculty and staff to operate effectively in a remote learning environment
  - ✓ Hire additional personnel to respond to significant changes to delivery of instruction due to coronavirus
  - ✓ Direct and indirect costs and reasonable administrative costs incurred to implement the federal grant programs.
  
- Lost revenue (GCC expenditures to date – \$3.1 million)
  - ✓ Estimated lost revenues the college expected but were reduced or eliminated as a result of the coronavirus (such as tuition, fees, unpaid student account debts, enrollment declines, disruption of food services, bookstore revenues, parking revenues, child care services).

- Prevention and mitigation (GCC expenditures to date - \$0.975 million)
  - ✓ Steps to prevent and mitigate the spread of coronavirus on campus and in the local communities (such as testing, vaccination support, masks, personal protective equipment, cleaning/sanitizing)
  - ✓ Minor remodeling in a previously completed building for purposes associated with coronavirus (such as HVAC filtration, room dividers, protective desk and reception area screening).

As of December 10, 2021, the estimated total expenditures from federal and state relief funding for pandemic related costs at GCC is \$49.9 million. Funds remaining to be spent are \$9.4 million to be spent for emergency financial aid for students over the winter 2022 intersession and spring 2022 semester and \$8.081 million for institutional support.

(see attached power point summary)

# GLENDALE COMMUNITY COLLEGE DISTRICT

Federal and State Relief Funding for  
Pandemic Related Costs

Status Report

Board of Trustees  
December 21, 2021

Prepared by Dr. Culpepper

# HEERF/Federal and State Resources

	<u>HEERF I/Cares Act</u>	<u>MSI I</u>	<u>Prop 98 6/30/22*</u>	<u>Block Grant Federal 12/30/20*</u>	<u>HEERF II</u>	<u>HEERF III 5/11/22*</u>	<u>MSI II</u>	<u>MSI III 8/2/22*</u>	<u>Total</u>
<b>Student Grants</b>	\$5M	n/a	n/a	n/a	\$5M	\$16.9M	n/a	n/a	\$26.9M
<b>Institution Allocation</b>	\$5M	\$645K	\$830K	\$677K	\$14.1M	\$16.5M	\$1M	\$1.8M	\$40.5M

\*date by which money to be spent

# HEERF/Federal and State Resources

USE OF FUNDS TO DATE					
<u>All Funds Student Grants Institution Support</u>	<u>Direct Student Related Support</u>	<u>Lost Revenue</u>	<u>Remote Learning Support</u>	<u>Prevention and Mitigation</u>	<u>Personnel Support</u>
\$67.4M	\$31.4M (46.6%)*	\$3.1M (4.6%)	\$8.2M (12.2%)	\$975K (1.5%)	\$6.3M (9.4%)

\*Percent of total funds of \$67.4 awarded to district

# Estimated Remaining Balances HEERF/Federal and State Resource

	<u>HEERF</u> <u>I/Cares</u> <u>Act</u>	<u>MSI</u> <u>I</u>	<u>Prop</u> <u>98</u>	<u>Block</u> <u>Grant</u> <u>Federal</u> 12/30/21*	<u>HEERF</u> <u>II</u>	<u>HEERF</u> <u>III</u> 5/11/22*	<u>MSI</u> <u>II</u>	<u>MSI</u> <u>III</u> 8/2/22*	<u>Total</u>
Student Grants	0	n/a	n/a	n/a	0	\$9.4M	n/a	n/a	\$9.4M
Institution Allocation	0	0	\$830K	0	\$710K	\$6.6M	0	0	\$8.1M

\*\*

\*date by which money to be spent

# Student Financial Aid Grants

SOURCE OF FUNDS	<u>USE OF FUNDS THROUGH Fall Semester 2021</u>	
<u>HEERF I (CARES ACT)</u> <u>HEERF II (CRRSAA)</u> <u>HEERF III (ARP)</u>	11,547 (unduplicated) students awarded funds through fall semester 2021	
\$26.9M	\$17.5M awarded through fall semester 2021	\$9.4M to award winter and spring terms 2022
		5

# Institution Allocation

SOURCE OF FUNDS	<u>USE OF FUNDS</u>				
<u>HEERF I/Cares Act</u>	<u>Student Refunds/Student Workers Support</u>	<u>Lost Revenue</u>	<u>Remote Learning Support</u>	<u>Prevention and Mitigation</u>	<u>Personnel Support</u>
\$5M	\$1.4M (28%)	\$1.5M (30%)	\$659K (13%)	\$231K (5%)	\$1.2M (24%)

# Institution Allocation

SOURCE OF FUNDS	<u>USE OF FUNDS</u>				
<u>HEERF II</u>	<u>Student Debt Relief</u>	<u>Lost Revenue</u>	<u>Remote Learning Support</u>	<u>Prevention and Mitigation</u>	<u>Personnel Support</u>
\$14.1M	\$8M (57%)	\$472K (3%)	\$2.9M (13%)	\$120K (1%)	\$1.9M (13%)

# Institution Allocation

SOURCE OF FUNDS	<u>USE OF FUNDS</u> (Projections)				
<u>HEERF III</u>	<u>Student Debt Relief</u>	<u>Lost Revenue</u>	<u>Remote Learning Support</u>	<u>Prevention and Mitigation</u>	<u>Personnel Support</u>
\$16.5M	\$4.5M (27%)	\$472K (3%)	\$2.9M (18%)	\$120K (1%)	\$1.9M (12%)

# Institution Allocation

SOURCE OF FUNDS	USE OF FUNDS				
<u>Minority Serving Institution Grants</u> MSI I, II, and III	<u>Parking Lost Revenue</u>	<u>CDC Lost Revenue</u>	<u>Remote Learning Support</u>	<u>Prevention and Mitigation</u>	<u>Personnel Support</u>
\$3.45M	\$523K (15%)	\$117K (3%)	\$1.3M (38%)	\$329K (10%)	\$1.2M (35%)

# Federal Block Grant

SOURCE OF FUNDS	<u>USE OF FUNDS</u>			
	<u>Remote Learning Support</u>	<u>Prevention and Mitigation</u>	<u>Personnel Support</u>	
\$677K	\$392K (58%)	\$175K (26%)	\$109K (16%)	

# Prop. 98/State

SOURCE OF FUNDS	<u>USE OF FUNDS</u>				
Prop. 98/State	<u>Parking Lost Revenue</u>	<u>CDC Lost Revenue</u>	<u>Remote Learning Support</u>	<u>Prevention and Mitigation</u>	<u>Personnel Support</u>
\$830K Unspent at this time					

GLENDALE COMMUNITY COLLEGE DISTRICT

December 21, 2021

FIRST READING REPORT NO. 1 – FIRST OF TWO READINGS - NO ACTION

TO: Board of Trustees

SUBMITTED BY: David Viar, Superintendent/President

REVIEWED BY: Anthony Culpepper  
Executive Vice President, Administrative Services

PREPARED BY: Rosa Buford, Administrative Assistant III, Confidential  
Office of the Executive Vice President, Administrative  
Services

SUBJECT: HUMAN RESOURCES - BOARD POLICY 7380: RETIREE  
HEALTH BENEFITS – ACADEMIC EMPLOYEES (NEW)

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DESCRIPTION OF HISTORY / BACKGROUND

New Board Policy 7380 is recommended by the Community College League of California Policy and Procedure Services template in order to comply with state and federal laws and regulations.

COMMITTEE HISTORY

Administrative Affairs:	October 12, 2021
College Executive Committee:	November 9, 2021 (First Reading)
College Executive Committee:	December 14, 2021 (Second Reading)
Board of Trustees:	December 21, 2021 (First Reading)

FISCAL IMPACT

None

RECOMMENDATION

The Superintendent/President recommends that the Board of Trustees conduct the first of two readings required before board action on new Board Policy 7380.

**7380 (NEW)**

Board Policy

**RETIREE HEALTH BENEFITS: ACADEMIC EMPLOYEES**

The District shall permit any former academic employee who has retired from the District to enroll in the health and welfare benefit plan and/or dental care benefit plan currently provided to its current academic employees. In addition, the District shall also permit the enrollment of the surviving spouse of a former academic employee who either retired from the District or was, at the time of his/her/their death, employed by the District as an academic employee and a member of the State Teacher's Retirement System.

Enrollment pursuant to this policy shall be at the retiree or surviving spouse's own expense.

A retired academic employee or surviving spouse may enroll in the District's health and welfare benefit plans only once pursuant to this policy. A retired academic employee or surviving spouse who voluntarily terminates coverage under this policy may be excluded from obtaining coverage again.

The Superintendent/President shall establish procedures as may be deemed necessary to administer this policy in accordance with Education Code Sections 7000 et seq.

**References:**

Education Code Sections 7000 et seq.

GLENDALE COMMUNITY COLLEGE DISTRICT

December 21, 2021

FIRST READING REPORT NO. 2 – FIRST OF TWO READINGS - NO ACTION

TO: Board of Trustees

SUBMITTED BY: David Viar, Superintendent/President

REVIEWED BY: Anthony Culpepper  
Executive Vice President, Administrative Services

PREPARED BY: Rosa Buford, Administrative Assistant III, Confidential  
Office of the Executive Vice President, Administrative  
Services

SUBJECT: HUMAN RESOURCES - BOARD POLICY 7385: SALARY  
DEDUCTIONS (NEW)

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DESCRIPTION OF HISTORY / BACKGROUND

New Board Policy 7385 is recommended by the Community College League of California Policy and Procedure Services template in order to comply with state and federal laws and regulations.

COMMITTEE HISTORY

Administrative Affairs:	October 12, 2021
College Executive Committee:	November 9, 2021 (First Reading)
College Executive Committee:	December 14, 2021 (Second Reading)
Board of Trustees:	December 21, 2021 (First Reading)

FISCAL IMPACT

None

RECOMMENDATION

The Superintendent/President recommends that the Board of Trustees conduct the first of two readings required before board action on new Board Policy 7385.

**7385 (NEW)**

Board Policy

**SALARY DEDUCTIONS**

An employee may request reduction of his/her/their salary in any amount for any or all of the following purposes:

- participation in a deferred compensation program;
- paying premiums on any policy or certificate of group life insurance or disability insurance or legal expense insurance, or any of them;
- paying rates, dues, fees, or other periodic charges on any hospital service contract.

The request provided for above shall be revocable by the employee.

The District shall without charge reduce the salary payment by the amount which the employee has authorized in writing for the purpose of paying the his/her/their membership dues in any local, statewide, or other professional organization. Revocation of such authorization shall be in writing and shall be effective beginning with the next pay period.

References:

Education Code Sections 87040, 87833, 87834, and 88167

GLENDALE COMMUNITY COLLEGE DISTRICT

December 21, 2021

FIRST READING REPORT NO. 3 – FIRST OF TWO READINGS - NO ACTION

TO: Board of Trustees

SUBMITTED BY: David Viar, Superintendent/President

REVIEWED BY: Anthony Culpepper  
Executive Vice President, Administrative Services

PREPARED BY: Rosa Buford, Administrative Assistant III, Confidential  
Office of the Executive Vice President, Administrative  
Services

SUBJECT: HUMAN RESOURCES - BOARD POLICY 7600: COLLEGE  
POLICE DEPARTMENT (NEW)

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DESCRIPTION OF HISTORY / BACKGROUND

New Board Policy 7600 is recommended by the Community College League of California Policy and Procedure Services template in order to comply with state and federal laws and regulations.

COMMITTEE HISTORY

Administrative Affairs:	October 12, 2021
College Executive Committee:	November 9, 2021 (First Reading)
College Executive Committee:	December 14, 2021 (Second Reading)
Board of Trustees:	December 21, 2021 (First Reading)

FISCAL IMPACT

None

RECOMMENDATION

The Superintendent/President recommends that the Board of Trustees conduct the first of two readings required before board action on new Board Policy 7600.

Glendale Community College District

**7600 (NEW)**

Board Policy

**COLLEGE POLICE DEPARTMENT**

The Board has established a police department under the supervision of one Chief of Police, who shall report directly to the Superintendent/President. The purpose of the department is to enforce the law on or near the campus(es) and other grounds or properties owned, operated, controlled or administered by the District or by the State acting on behalf of the District.

District police officers shall be employed as members of the classified service but shall, when duly sworn, be peace officers as defined by law. Prior to employment, they shall satisfy the training requirements set out in Penal Code Sections 830 et seq.

The Superintendent/President shall establish minimum qualifications of employment for the Chief of Police including, but not limited to, prior employment as a peace officer or completion of a peace officer training course approved by the Commission on Peace Officers' Standards and Training.

The Superintendent/President shall ensure that every member of the police department first employed by the District before July 1, 1999, satisfies the requirements of state law regarding qualifications for continued employment.

Every member of the police department shall be issued a suitable identification card and badge bearing words "Glendale Community College Police Department."

The Superintendent/President, in cooperation with the Chief of Police, shall issue such other regulations as may be necessary for the administration of the police department.

**References:**

Education Code Sections 72330 et seq.;

Government Code Sections 3300 et seq.

GLENDALE COMMUNITY COLLEGE DISTRICT

December 21, 2021

CONSENT CALENDAR NO. 1

TO: Board of Trustees  
FROM: David Viar, Superintendent/President  
PREPARED BY: Office of the Superintendent/President  
SUBJECT: APPROVAL OF MINUTES – REGULAR BOARD MEETING

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The Superintendent/President recommends that the Board of Trustees approve the Regular Board Meeting minutes of November 16, 2021.

**GLENDALE COMMUNITY COLLEGE DISTRICT**

1500 North Verdugo Road  
 Glendale, California 91208  
 (818) 240-1000

**BOARD OF TRUSTEES MEETING NO. 6**

The regular meeting of the Glendale Community College District Board of Trustees was called to order by Dr. Hacopian at 5:01 p.m. on Tuesday, November 16, 2021 in Kreider Hall.

Trustees Present:

Mr. Sevan Benlian  
 Ms. Yvette V. Davis  
 Dr. Armine Hacopian  
 Ms. Desirée P. Rabinov  
 Ms. Ann H. Ransford  
 Ms. Diana Morales ST

Administrators Present:

Dr. David Viar  
 Dr. Anthony Culpepper  
 Dr. Michael Ritterbrown  
 Dr. Paul Schlossman  
 Dr. Victoria Simmons

Representatives Present:

Academic Senate: Mr. Roger Dickes  
 CSEA: Mr. Narbeh Nazari  
 Guild: Ms. Julie Gamberg proxy for  
 Ms. Emily Haraldson

A CD of this meeting is on file in the Superintendent/President's Office 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 Student Athlete Trent Lousararian who is in the Scholars Program, a GCC Football quarterback and planning to transfer to either UCLA or UC Irvine.

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

No comments presented regarding items on the agenda.

**RESOLUTIONS - ACTION**

1. Resolution No. 13-2021-2022: Board of Trustees Absences

It was moved (Ransford) and seconded (Benlian) to adopt Resolution No. 13-2021-2022 which specifies that a trustee be compensated for absence as indicated.

The motion passed unanimously.

**INFORMATIONAL REPORTS - NO ACTION**

1. First Quarter Budget Balances as of September 30, 2021
2. First Quarter Financial Status Report
3. Glendale College Foundation – Statement of Financial Position, Income Statement and First Quarter Report of Donations, September 30, 2021
4. Enrollment Update
5. Measure GC Funds Balances and Schedule Update
6. Guided Pathways Update

Informational Reports Nos. 1 and 6 were duly noted.

## INFORMATIONAL REPORTS - NO ACTION – continued

### 7. Vaccination Mandate Implementation Update

Schlossman and Simmons provided information regarding the college vaccination mandate noting results for students and staff who had provided information through the Kokomo 24/7 portal or had exemption requests.

### 8. Protecting Institutional Assets

Calvin Madlock, Chief Information Systems Officer, presented information on steps the Information Technology Services has been involved in to reduce computer fraud and electronic information threats. Numerous measures had been initiated and, specifically, the IPQualityScore (IPQS) Protection platform is being used to prevent fraud. Also, the Kokomo 24/7 platform created a barrier from fraud as the extra steps deterred activity.

## CONSENT CALENDAR – ACTION

1. Approval of Minutes - Regular Board Meeting of October 19, 2021
2. Warrants - District Funds October 1, 2021 through October 31, 2021 totaling \$28,832,471.71.
3. Contract Listing and Purchase Order Listing – October 1, 2021 through October 31, 2021 totaling \$14,376,491.10.
4. Revised Courses and Programs

#### Revised Courses

ANTHRO 101, 102, 102H	MATH 30, 30+
BIOL 298	NS 277
ECON 101, 102, 102H, 127	PHILO 101
HIST 111, 111H, 117, 118, 118H	PHOTO 140, 142, 144, 146
HLTH 104	POL S 101
HRM 222	PSYCH 101, 101H, 170
KIN 100	SOC 101, 101H, 108
LING 101, 102	

#### Revised Programs

MOA - Administrative Medical Assistant AS Degree and Certificate  
MUSIC - Music AA Degree  
MUSIC - Music AS Degree and Certificate  
PHOTO - Photography AA Degree

### 5. Proposed New Programs

Photography - Digital Photography AS Degree  
Photography - Digital Photography Certificate  
Photography - Digital Photography Technician Certificate  
Photography - Drone Photography Certificate  
Photography - Photographic Lighting Certificate  
Photography - Traditional Photography Certificate

### 6. Staffing Report No. 5 – Academic, Classified, Administrators, All Other Temporary Employee Actions and Student Employee Reports

It was moved (Benlian) and seconded (Davis) to approve Consent Calendar item Nos. 1 - 6.

The motion passed unanimously.

## **NEW BUSINESS REPORTS – ACTION**

### **1. Superintendent/President Search**

Dr. Viar outlined the process for development of the Superintendent/President Job Profile and presented the proposed priority issues of importance for Glendale Community College, leadership qualities expected, personal characteristics and minimum qualifications to be included.

It was moved (Benlian) and seconded (Portillo Rabinov) to approve the Superintendent/President Job Profile.

The motion passed unanimously.

### **2. Sabbatical Reports for Fall 2020 and Spring 2021**

It was moved (Davis) and seconded (Portillo Rabinov) to accept the sabbatical reports for Stacy Jazán and Amy Oliver.

The motion passed unanimously.

## **COLLEGE LEADERS REPORTS**

Written reports were included in the meeting agenda materials with additional comments made at the meeting by College leaders concerning college and community related activities, events and issues of interest to the college.

## **BOARD OF TRUSTEES REQUESTS FOR INFORMATION**

No requests for information provided.

## **COMMENTS FROM THE AUDIENCE ON ANY SUBJECT**

No comments presented regarding any subject.

## **ADJOURNMENT**

Meeting adjourned at 6:45 p.m.

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Board of Trustees President

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Board of Trustees Clerk

Board of Trustees Regular Meeting, November 16, 2021  
Minutes recorded by Deb Kallas, Executive Assistant to the Superintendent/President and the Board of Trustees.  
Minutes approved at the Regular Board of Trustees Meeting, December 21, 2021.

GLENDALE COMMUNITY COLLEGE DISTRICT  
 December 21, 2021  
 CONSENT CALENDAR NO. 2  
 FINANCE REPORT

TO: Board of Trustees  
 SUBMITTED BY: David Viar, Superintendent/President  
 REVIEWED BY: Anthony Culpepper  
 Executive Vice President, Administrative Services  
 PREPARED BY: Angineh Baghoomian, District Accountant  
 SUBJECT: WARRANTS - DISTRICT FUNDS  
 NOVEMBER 01, 2021 THROUGH NOVEMBER 30, 2021

It is recommended that "A" form (Payroll Warrants) as shown below totaling:	\$ 6,723,809.04
and "B" form (Other Than Payroll Warrants) NO 15424 through 18286 be approved:	<u>6,892,308.18</u>
	<u>\$ 13,616,117.22</u>

REGISTER NUMBER		WARRANT NUMBER		DESCRIPTION	AMOUNT
C1D	C	7101316	--- 7101400	Certificated Monthly	\$ 3,783,752.13
		3786896	--- 3787539	Certificated Monthly	-
C1D	N	7101401	--- 7101401	Classified Hourly	61,926.94
		3787540	--- 3787566	Classified Hourly	-
302	C	7102795	--- 7102798	Certificated Monthly	6,741.90
306	C	7102865	--- 7102867	Certificated Monthly	19,237.75
309	C	7113429	--- 7113429	Certificated Monthly	1,258.20
309	N	7113430	--- 7113430	Classified Monthly	2,827.84
E4H	N	7108503	--- 7108522	Classified Monthly	2,080,693.67
		3828056	--- 3828383	Classified Monthly	-
C3D	C	7118243	--- 7118243	Certificated Hourly	3,598.58
		3851836	--- 3851837	Certificated Hourly	-
C3D	N	7118244	--- 7118411	Classified Hourly	143,575.72
		3851838	--- 3851861	Classified Hourly	-
312	C	7119433	--- 7119433	Certificated Monthly	679.54
312	N	7119434	--- 7119464	Classified Monthly	18,062.50
313	C	7119900	--- 7119903	Certificated Monthly	7,311.29
313	N	7119904	--- 7119909	Classified Monthly	1,901.25
314	C	7052846	--- 7052846	Certificated Monthly	(1,810.20)
314	N	7121070	--- 7121072	Classified Monthly	6,290.39
323	C	7130377	--- 7130384	Certificated Monthly	4,000.00
323	N	7130385	--- 7130389	Classified Monthly	3,585.82
C2E	C	7132970	--- 7132987	Certificated Hourly	532,758.74
		1052544	--- 1052707	Certificated Hourly	-
C2E	N	1052708	--- 1052725	Classified Hourly	47,416.98
					<u>\$ 6,723,809.04</u>

Expired warrant(s) to be reissued:

12/03/20	26133666	Akira Hong	\$ 500.00
12/10/20	26142162	Jannet Rodas	\$ 500.00
01/21/21	26181258	Akira Hong	\$ 807.00
02/10/21	26205730	Wison Artooniansavarany	\$ 1,301.00
03/24/21	26269941	Wison Artooniansavarany	\$ 4,590.00
03/31/21	26284791	Lia Sinaei	\$ 2,000.00
05/12/21	26342038	Sofia Rotondi	\$ 750.00

### Summary of Commercial Warrants

	Amount	Count
GENERAL FUND - UNRESTRICTED	3,397,608.71	167
GENERAL FUND - RESTRICTED	870,279.32	147
STUDENT FINANCIAL AID	1,492,705.77	8
SELF INSURANCE	44,758.79	5
PROFESSIONAL DEVELOPMENT CENTER	44,576.13	22
GO BOND SERIES A	885,657.21	14
PAYROLL CLEARING	156,722.25	23

<b>\$6,892,308.18</b>	<b>386</b>
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**GLENDALE COMMUNITY COLLEGE DISTRICT  
Commercial Warrants**

Fund: 1      **GENERAL FUND - UNRESTRICTED**

OBJECT CODE	OBJECT NAME	NUMBER of ENTRIES	AMOUNT
3790	RETIREE EMPLOYEE BENEFITS	2	21,927.17
4300	INSTRUCTIONAL SUPPLIES	3	596.01
4500	OTHER SUPPLIES AND MATERIALS	1	98.40
4530	SUPPLIES & MATERIALS-BLDGS	6	4,292.38
4540	SUPPLIES & MATERIALS-GROUNDS	4	1,475.53
4550	SUPPLIES & MATERIALS-EQUIPMENT	1	74.39
4560	SUPPLIES & MATERIALS-CUSTODIAL	2	10,090.20
4590	OTHER SUPPLIES	31	11,271.68
5110	CONTRACT CONSULTANT	1	375.00
5220	TRAVEL	8	4,588.31
5300	MEMBERSHIP AND DUES	3	2,205.00
5510	NATURAL GAS	2	17,733.08
5520	LIGHT AND POWER	4	137,247.58
5521	GLENDALE WATER/SEW/RUBBISH	4	14,840.71
5522	GARFIELD E/W/S/R	1	15,069.76
5650	VENDOR REPAIRS-EQUIPMENT	12	217,991.66
5690	ALL OTHER CONTRACT SERVICES	59	480,905.07
5730	LEGAL SERVICES	1	3,263.90
5825	PRINTING AND ADVERTISING	4	1,415.15
5850	POSTAGE	6	396.59
5860	OPER. COST-DIST VEHICLES	1	991.43
5885	STUDENT TRANSPORTATION	1	2,748.19
6420	NON-INSTRUCTIONAL EQUIPMENT	2	7,376.96
6520	LEASE PURCHASE-PERSONAL PROP.	2	867.16
9530	FB-SUBS-H&W	3	692,120.75
9535	FB SUBS-ARP	1	28,801.21
9552	USE TAX PAYABLE	-1	-22.55
9555	STUDENT REFUNDS	3	1,718,867.99
		<b>167</b>	<b>\$3,397,608.71</b>

**GLENDALE COMMUNITY COLLEGE DISTRICT  
Commercial Warrants**

**Fund: 3            GENERAL FUND - RESTRICTED**

OBJECT CODE	OBJECT NAME	NUMBER of ENTRIES	AMOUNT
4300	INSTRUCTIONAL SUPPLIES	31	52,724.79
4400	INSTRUCT. MEDIA SUPPLIES	1	540.00
4590	OTHER SUPPLIES	26	105,125.96
4710	FOOD	1	1,765.23
5110	CONTRACT CONSULTANT	24	42,116.50
5120	CONTRACT LECTURES	1	300.00
5220	TRAVEL	2	950.00
5221	TRAINING	1	3,000.00
5300	MEMBERSHIP AND DUES	1	484.00
5610	RENT & LEASES - REAL PROP	1	3,942.56
5615	RENTS & LEASE-PERSONAL PROPERT	1	260.28
5655	VENDOR REPAIRS-VEHICLES	2	16,850.03
5690	ALL OTHER CONTRACT SERVICES	22	419,167.17
5860	OPER. COST-DIST VEHICLES	2	11,758.10
5885	STUDENT TRANSPORTATION	1	2,400.00
5890	OTHER EXPENSE	5	4,236.78
6310	LIBRARY BOOKS	1	18.44
6410	INSTRUCTIONAL EQUIPMENT	9	88,620.33
6420	NON-INSTRUCTIONAL EQUIPMENT	7	32,242.98
8871	COMMUNITY SERVICE	1	84.00
9530	FB-SUBS-H&W	6	78,755.30
9535	FB SUBS-ARP	1	4,936.87
		<b>147</b>	<b>\$870,279.32</b>

**Fund: 9            STUDENT FINANCIAL AID**

OBJECT CODE	OBJECT NAME	NUMBER of ENTRIES	AMOUNT
5690	ALL OTHER CONTRACT SERVICES	2	4,411.95
7500	STUDENT FINANCIAL AID	4	1,478,405.82
8634	CAL GRANT	2	9,888.00
		<b>8</b>	<b>\$1,492,705.77</b>

**Fund: 18          SELF INSURANCE**

OBJECT CODE	OBJECT NAME	NUMBER of ENTRIES	AMOUNT
3409	H & W, TEACHERS	3	33,699.59
3790	RETIREE EMPLOYEE BENEFITS	1	1,633.20
5690	ALL OTHER CONTRACT SERVICES	1	9,426.00
		<b>5</b>	<b>\$44,758.79</b>

**GLENDALE COMMUNITY COLLEGE DISTRICT  
Commercial Warrants**

**Fund: 59      PROFESSIONAL DEVELOPMENT CENTER**

OBJECT CODE	OBJECT NAME	NUMBER of ENTRIES	AMOUNT
4200	OTHER BOOKS	2	1,349.22
5510	NATURAL GAS	1	26.48
5520	LIGHT AND POWER	1	1,472.46
5590	MISC. HOUSEKEEPING SERVICES	1	600.00
5690	ALL OTHER CONTRACT SERVICES	15	41,070.98
9530	FB-SUBS-H&W	2	56.99
		<b>22</b>	<b>\$44,576.13</b>

**Fund: 70      GO BOND SERIES A**

OBJECT CODE	OBJECT NAME	NUMBER of ENTRIES	AMOUNT
5690	ALL OTHER CONTRACT SERVICES	6	79,954.51
5730	LEGAL SERVICES	1	2,742.18
6205	BUILDING PURCHASE	1	150.00
6220	ARCHITECT AND ENGINEERING	3	486,138.00
6230	CONSTRUCTION MANAGEMENT	2	314,759.81
6420	NON-INSTRUCTIONAL EQUIPMENT	1	1,912.71
		<b>14</b>	<b>\$885,657.21</b>

**Fund: 76      PAYROLL CLEARING**

OBJECT CODE	OBJECT NAME	NUMBER of ENTRIES	AMOUNT
9502	ALTERNATE RETIREMENT PLAN	1	33,738.08
9517	VOLUNTARY DEDUCTIONS	2	17,950.00
9530	FB-SUBS-H&W	5	29,388.29
9576	VOLUNTARY CHARITABLE DEDUCTIONS	2	102.00
9577	VOLUNTARY UNION DEDUCTIONS	11	58,210.91
9579	VOLUNTARY DISABILITY/LIFE INS DED - 12	2	17,332.97
		<b>23</b>	<b>\$156,722.25</b>

**GLENDALE COMMUNITY COLLEGE DISTRICT  
FINANCE REPORT NO. 3  
Contract Listing and Purchase Order Listing**

11/01/21 - 11/30/21

**REPORT DATE: 21-DEC-21**

**REPORT OF RECOMMENDATION**

**TO: THE BOARD OF TRUSTEES**

**SUBMITTED BY: DAVID VIAR, SUPERINTENDENT/PRESIDENT**

**PREPARED BY: PURCHASING OFFICE**

**SUBJECT: CONTRACT LISTING and PURCHASE ORDER LISTING**

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**IT IS RECOMMENDED THAT THE FOLLOWING CONTRACTS  
ISSUED AS NEEDED TO MEET OPERATIONAL NEEDS BE  
AUTHORIZED:**

Summary of Contracts

GENERAL FUND - UNRESTRICTED	1,084,486.42	117
GENERAL FUND - RESTRICTED	262,950.71	200
STUDENT FINANCIAL AID	30,000.00	1
PROFESSIONAL DEVELOPMENT CENTER	4,908.70	5
GO BOND SERIES A	638,816.45	12

Grand Total:	\$2,021,162.28	335
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**GLENDALE COMMUNITY COLLEGE DISTRICT  
FINANCE REPORT NO. 3  
Contract Listing & Purchase Order Listing**

11/01/21 - 11/30/21

December 21, 2021

Fund: 01 GENERAL FUND - UNRESTRICTED

PO #	VENDOR NAME	DESCRIPTION	AMOUNT
<b>CONTRACT-SERVICE</b>			
82577	ORACLE AMERICA INC	Oracle Support EBS and PeopleSoft Campus Solutions May 2021 - May 2022 Per Support Service Number 2595939	735,287.27
84461	EISENHART & ASSOCIATES	Assistance With Major Gifts Program	1,105.00
84484	CAREER AMERICA LLC	GetSAP Pro-rated service Aug 2021-May 2022 Inv 0287-07	4,583.33
84560	GAY'S AUTOMOTIVE AND TOWING SERVICE	Police Dept Blanket po for FY22	500.00
<b>DEFAULT-DEFAULT</b>			
84438	CITY OF LOS ANGELES	Assessment Case DEA-8452527	3,996.38
<b>MAINT AGREEMENT-COPIER</b>			
84491	MRC SMART TECHNOLOGY SOLUTIONS	Invoice No IN2157503 Outreach Copier SN C7X265544 Maintenance Agreement 09/21/21-09/20/22	198.45
84492	MRC SMART TECHNOLOGY SOLUTIONS	Invoice No IN2157504 Outreach Copier SN C7X265544 Maintenance Agreement 09/21/21-09/20/22	198.45
84493	MRC SMART TECHNOLOGY SOLUTIONS	Invoice NoIN2060669 Workforce Copier SN 2XC513798 Maintenance Agreement 07/30/21-07/29/22	396.90
<b>MEMBERSHIPS-MEMBERSHIPS</b>			
84512	CSSO	Annual membership dues July 2021 - Jun 30 2022	300.00
84519	ONLINE LEARNING CONSORTIUM INC	Membership Dues 2022 Library SO 000055284	1,530.00
<b>OTHER SERVICES-OTHER SERVICE</b>			
83839	MARK SCHMIDT	Added funds per dept request 11/29/2021	400.00
83839	MARK SCHMIDT	Piano tuning services FY22	2,600.00
83995	U S BANK	Added funds per dept request	1,250.00
83995	U S BANK	Added funds	250.00
83995	U S BANK	GOB Administration Fee	750.00
84435	PERFORMANCE TRUCK REPAIR INC	Maintenance and repairs VFA engine Quote 4204	7,560.33
84437	LIEBERT CASSIDY WHITMORE	Legal services Inv 205555	3,263.90
84441	BOULEVARD SENTINEL	Digital Advertisements Aug 2021	300.00
84451	NE SYSTEMS INCORPORATED	Central Intercept X Adv CLDS for Server 100-999 Quote 5175 12mos	10,000.00
84452	NE SYSTEMS INCORPORATED	Central Intercept X Endpoint Adv users 200-499 Quote 5174 Oct 31 2021 - Oct 30 2022	4,212.50
84480	CONVERGEONE INC	Security EA Solution Quote SO-000709731	68,092.95
84481	CONVERGEONE INC	Cisco SMARTnet Renewal 12mos Quote SO-000696256	146,215.08
84502	ENTERPRISE	Rental services for Mens sports travel	2,748.19
84516	NATIONAL STUDENT CLEARINGHOUSE	Student tracker Jan 1 2022-Dec 31 2022 Inv R2201103	1,358.40
84525	EXECUTIVE ENVIRONMENTAL SERVICES CORP	AD Bldg. - Purchasing Department: indoor air quality inspection done by an industrical hygienist. Total Reimbursable Expenses:	8,192.12

**GLENDALE COMMUNITY COLLEGE DISTRICT  
FINANCE REPORT NO. 3  
Contract Listing & Purchase Order Listing**

11/01/21 - 11/30/21

December 21, 2021

Fund: 01

GENERAL FUND - UNRESTRICTED

PO #	VENDOR NAME	DESCRIPTION	AMOUNT
<b>OTHER SERVICES-OTHER SERVICE</b>			
		\$1,053.00. Please see attached itemized Invoice # 2109-0006.	
84529	AXIOM PRINT INC	LB Bldg. - acrylic sign printing 6 x 6, 1/4" clear full color, 1 side rectangular. Quantity: 11.	267.30
84529	AXIOM PRINT INC	AD Bldg. - acrylic sign printing 6.62 x 9, 1/4" clear full color, 1 side rectangular. Quantity: 101.	2,626.00
84529	AXIOM PRINT INC	LB Bldg. - acrylic sign printing 6.62 x 9, 1/4" clear full color, 1 side rectangular. Quantity: 14.	364.00
84529	AXIOM PRINT INC	AD Bldg. - acrylic sign printing 6 x 6, 1/4" clear full color, 1 side rectangular. Quantity; 53. Please see attached Invoice # 44104.	1,287.90
84529	AXIOM PRINT INC	TG Bldg. - acrylic sign printing (22) 6 x 6 for \$534.00, (34) 6.62 x 9 for \$884.00, and (1) 14 x14 for \$34.46; all signs are 1/4" clear full color, 1 side rectangular. Plus, sales tax \$ 614.82.	2,067.88
84535	BKM OFFICE ENVIRONMENTS INC	Glendale Tax 10.25%	72.27
84535	BKM OFFICE ENVIRONMENTS INC	AD 1st Floor - Human Resources Office: LSM36K - light-shelf, 25 watt, electronic ballast, lamp, 9 foot cord 37W; STE. Please see attached Quote # 40725.	135.94
84535	BKM OFFICE ENVIRONMENTS INC	RDI - Receive, Deliver, and Install BKM.	275.00
84535	BKM OFFICE ENVIRONMENTS INC	Two (2) LSM48K - Light-Shelf, 32 watt, Electronic ballast, Lamp, 9 foot cord, 49W STE. \$147.07 each.	294.14
84544	LIEBERT CASSIDY WHITMORE	Legal services Inv 207776	2,067.60
84544	LIEBERT CASSIDY WHITMORE	Legal services Inv 206977	6,247.50
84546	PETER GREEN	Reimbursement MACCC membership one year renewal Inv 00201	100.00
84547	BEST BEST & KRIEGER LLP	Legal services for Facilities Meas projects Inv 917824	10,778.50
84551	INSTRUCTURE INC	Impact Cloud Subscription Nov 1 2021-Oct 31 2022 Quote Q-237420-1	29,850.00
84561	WINTEK WINDOW TINTING	AD Bldg. Account Payable - window tinting: (1) measurement: 27? X 16?, (4) measurement: 70? X 16?, (6) measurement: 30? X 16? ; SV 10 film, (1) measurement: 45? X 16?, and (3) measurement: 27? X 16?. Please see attached Estimate.	600.00
84562	WINTEK WINDOW TINTING	Tongva Bldg. - Room # 112: measurement 6" X 17", SV 10 Ext. film. Room # 110: measurement 6" X 17". Room # 109 : measurement 6" X 17". Please see attached Invoice # 879.	150.00
84563	WINTEK WINDOW TINTING	SR Bldg. 2nd Floor - Room 208: measurment (1) 16" X 20", Room 209: (1) measurment 23" X 86" and (1) measurement 86" X 17" with white fost film. Room 210: (1) measurment 23" X 86" and (1) measurement 86" X 17". Invoice 878.	1,150.00
84565	RIO HONDO COMMUNITY COLL DIST	Invoice F21-129-ZGCC Dated 10/25/21 for training of Officers Narbeh Nazari and Rony Aharonianas on 09/20/21	456.00
84571	PHOENIX GROUP	Processing Fee for Agency 73 for #082021073	487.50

**GLENDALE COMMUNITY COLLEGE DISTRICT  
FINANCE REPORT NO. 3  
Contract Listing & Purchase Order Listing**

11/01/21 - 11/30/21

December 21, 2021

Fund: 01 GENERAL FUND - UNRESTRICTED

PO #	VENDOR NAME	DESCRIPTION	AMOUNT
<b>OTHER SERVICES-OTHER SERVICE</b>			
84571	PHOENIX GROUP	Processing Fee for Agency 1073 for #092021073	200.00
84571	PHOENIX GROUP	Processing Fee for Agency 73 for #092021073	517.50
84571	PHOENIX GROUP	Processing Fee for Citations Agency 1073 for #082021073	200.00
<b>SOFTWARE-MULTI USER</b>			
84514	BUSINESS CARD	MailChimp Public Information Office	299.00
<b>SUPPLIES-INSTRUCTIONAL</b>			
84298	SYNCHRONY BANK/AMAZON	Samsung 870 EVO 500GB	399.95
84298	SYNCHRONY BANK/AMAZON	Brother TZE-231 2 Pack Tapes	99.92
84298	SYNCHRONY BANK/AMAZON	Logitech C270 HD Webcam	199.92
84298	SYNCHRONY BANK/AMAZON	HP 507X Toner	213.59
84298	SYNCHRONY BANK/AMAZON	HP 507A Cyan	239.85
84298	SYNCHRONY BANK/AMAZON	HP 507A Yellow	239.85
84298	SYNCHRONY BANK/AMAZON	HP 507A Magenta	239.85
84298	SYNCHRONY BANK/AMAZON	Sales Tax	167.37
84460	CDW-G	sales tax	60.12
84460	CDW-G	Item PW313 AVerMedica Live Streamer CAM 313	586.50
84462	SO CAL TEAM SPORTS	Softball uniforms Est 1589	3,375.94
84468	SYNCHRONY BANK/AMAZON	Canon Image Formula Portable Document Scanner 2 - Sided Scanning With 20 Page	388.00
84468	SYNCHRONY BANK/AMAZON	WD 5TB My Passport Portable External Hard Drive HDD USB 3 USB 2.0	114.99
84468	SYNCHRONY BANK/AMAZON	Sales Tax	51.57
84534	KST DATA INC	sales tax 10.25%	69.65
84534	KST DATA INC	Item 142811 APB RBC7 Replacement Battery	679.56
<b>SUPPLIES-OFFICE</b>			
83144	THE HITT COMPANIES INC	BOT Meeting Name Plate for MS. MORALES ( 2x2" Bronze with Black Lettering ) for New Board of Trustees Student Trustee Member	25.00
83144	THE HITT COMPANIES INC	Shipping	10.50
83144	THE HITT COMPANIES INC	Sales Tax	2.38
83821	SUN BADGE CO	Sales Tax	180.62
83821	SUN BADGE CO	Hat Badges	355.05
83821	SUN BADGE CO	P100 Badges ( Flat or Uniform)	1,330.81
83821	SUN BADGE CO	Price adjustment	10.00
83821	SUN BADGE CO	Shipping	18.00
83821	SUN BADGE CO	Basket Waste Case	178.75
83945	SYNCHRONY BANK/AMAZON	USB Type C to Mini DisplayPort Adaptor 4K@60Hz	11.87
83945	SYNCHRONY BANK/AMAZON	Docking Station UtechSmr 12 in 1 Full	88.99
83945	SYNCHRONY BANK/AMAZON	SALES TAX	15.14
83945	SYNCHRONY BANK/AMAZON	USB C to Ethernet Adaptor RJ45	46.71

**GLENDALE COMMUNITY COLLEGE DISTRICT  
FINANCE REPORT NO. 3  
Contract Listing & Purchase Order Listing**

11/01/21 - 11/30/21

December 21, 2021

Fund: 01

GENERAL FUND - UNRESTRICTED

PO #	VENDOR NAME	DESCRIPTION	AMOUNT
<b>SUPPLIES-OFFICE</b>			
84068	OFFICE DEPOT	Supplies for Human Resouces	400.00
84126	SYNCHRONY BANK/AMAZON	Wall calendar for Duplicating	15.00
84126	SYNCHRONY BANK/AMAZON	Small storage Boxes for Supply Cabinet	31.45
84126	SYNCHRONY BANK/AMAZON	Sales Tax	5.12
84430	SYNCHRONY BANK/AMAZON	Sales Tax	3.07
84430	SYNCHRONY BANK/AMAZON	Arama Phone Headset with Noise Canceling Microphone Mute Switch	29.99
84431	OFFICE DEPOT	Item 824832 Pilot G2 Gel Pens	15.30
84431	OFFICE DEPOT	Item 6992436 Monthly Wall Calendar	18.99
84431	OFFICE DEPOT	Sales Tax	5.07
84431	OFFICE DEPOT	Item 8542339 TUL Gel Pens	15.19
84444	PRINTEFEX	Invoice No 70483 dated 08/02/21	66.15
84449	HOOVER ZARIANI	Reimbursement supplies and services for Multicultural dept	254.40
84456	SYNCHRONY BANK/AMAZON	NUBWO headsets	33.98
84456	SYNCHRONY BANK/AMAZON	Sales Tax	3.48
84458	SYNCHRONY BANK/AMAZON	sales tax	1.84
84458	SYNCHRONY BANK/AMAZON	Apple lighting USB Cable 1m	17.99
84482	ARTIN TARVERDI	Reimbursement uniform supplies	1,223.28
84483	OFFICE DEPOT	Supplies for Purchasing	408.00
84494	OFFICE DEPOT	Invoice No 200387389002 for Back ordordered Pencil fills	8.14
84494	OFFICE DEPOT	Invoice No 196049632002 for 16 back ordered Lead Refills	63.01
84498	SYNCHRONY BANK/AMAZON	Amazon gift card	50.00
84498	SYNCHRONY BANK/AMAZON	Gift cards for Wellness Program Amazon gift cards	400.00
84501	SYNCHRONY BANK/AMAZON	Amazon Gift Cards for 2020-2021 AQMD Raffle	250.00
84517	APPLE INC	Lighting to USB cable 1m	95.00
84517	APPLE INC	sales tax	9.74
84533	KAPLAN	Item 89366 Powdered Tempera Paint	53.95
84533	KAPLAN	Sales Tax	5.52
84540	OFFICE DEPOT	Sales Tax	35.59
84540	OFFICE DEPOT	Item 6742150 Leather Mid Back Task Chair	347.28
84567	SERINE TOROSIAN	Partial Uniform Allowance Under Armor for 21- 22	97.02
84568	SYNCHRONY BANK/AMAZON	CN459-60375 Duplex Module for Printer Compatibale with HP Officejet Pro Waste Ink Collector	85.99
84568	SYNCHRONY BANK/AMAZON	Sales Tax	8.81
84572	SYNCHRONY BANK/AMAZON	Faber-Castel Grip Plus 0.7Mm with Lead and Eraser Black	35.97
84572	SYNCHRONY BANK/AMAZON	Sales Tax	1.00
84572	SYNCHRONY BANK/AMAZON	Faber -Castel Grip Pls Ballpoint Pen	36.60

**TRAVEL-CONFERENCE**

**GLENDALE COMMUNITY COLLEGE DISTRICT  
FINANCE REPORT NO. 3  
Contract Listing & Purchase Order Listing**

11/01/21 - 11/30/21

December 21, 2021

Fund: 01 GENERAL FUND - UNRESTRICTED

PO #	VENDOR NAME	DESCRIPTION	AMOUNT
<b>TRAVEL-CONFERENCE</b>			
83463	ANN RANSFORD	Reimbursement for The 2021 Leadership Conference	782.35
83463	ANN RANSFORD	Reimbursement ACCT 2021 Leadership Congress Oct 13-16 2021	1,245.00
84447	YVETTE DAVIS	2021 leadership Conference San Diego 10/13/21-10/16/21	2,248.42
84550	AMERICAN JEWISH UNIVERSITY	Math Division retreat Feb 14-16 2022 deposit	500.00
84559	ANN RANSFORD	Reimbursement CCLC 2021 Annual Convention Registration Nov 16-19 2021	395.00
			<u>\$1,084,486.42</u>

Fund: 03 GENERAL FUND - RESTRICTED

PO #	VENDOR NAME	DESCRIPTION	AMOUNT
<b>BOOKS-INSTRUCTIONAL</b>			
84304	CENGAGE LEARNING	ISBN 9781337565424 Century 21 Accounting: Multicolumn Journal, 11th edition	4,837.50
84304	CENGAGE LEARNING	sales tax	628.45
84304	CENGAGE LEARNING	ISBN 1337565547 Century 21 Accounting: Multicolumn Journal Working Papers 18-24	143.90
84304	CENGAGE LEARNING	ISBN 1337565539 Century 21 Accounting Multicolumn Journal Working Papers 1-17	1,150.00
<b>CONTRACT-PERSONAL SERVICE</b>			
84463	KYLE MAYS	Lecture for Native American Heritage month Nov 16 2021	400.00
84466	LILIT KHACHATRYAN	Class 21FCA001-A Intro Floral Design Sept Oct 2021	360.00
84485	ART WITH IMPACT	Mental Health Interactive workshops and support for students Nov 3 2021	3,000.00
84489	MICHELLE SEGURA	Undocu entrepreneurship workshop for students Oct 20 2021	300.00
84506	STACY DYMALSKI	Class 21FBU98 Turn your story into a book virtual Oct 30 2021	58.00
84507	LEEANNE KRUSEMARK	Class 21FBU050 Make money virtual assistant Oct 2021	15.00
84507	LEEANNE KRUSEMARK	Class 21FBU019 Earn extra money virtual Oct 2021	15.00
84507	LEEANNE KRUSEMARK	Class 21FBU015 Work from home virtual Oct 2021	25.00
84507	LEEANNE KRUSEMARK	Class 21FBU195A Beginners guide to blogging virtual Oct 2021	25.00
84515	JAMES CLINE	Updated TV studio remote infrastructure Aug 15-Oct 7 2021	1,395.00
84530	ARELY MARTINEZ	Assess current DRC pgm and services for statewide initiatives Nov 18 2021 - Jan 30 2022	2,500.00
84548	SUSAN QUON	Class 21FFH010W Hatha yoga Sept-Nov 2021	456.00
84548	SUSAN QUON	Class 21FFH010S Hatha Yoga Sept-Nov 2021	456.00

**GLENDALE COMMUNITY COLLEGE DISTRICT  
FINANCE REPORT NO. 3  
Contract Listing & Purchase Order Listing**

11/01/21 - 11/30/21

December 21, 2021

Fund: 03

GENERAL FUND - RESTRICTED

PO #	VENDOR NAME	DESCRIPTION	AMOUNT
<b>CONTRACT-PERSONAL SERVICE</b>			
84548	SUSAN QUON	Class 21FFH003-3 Adv Tai Chi thrid section Sept-Nov 21	456.00
84548	SUSAN QUON	Class 21FFH003-2 Tai Chi second section Sept-Nov 2021	456.00
84548	SUSAN QUON	Class 21FFH003W Tai Chi I Sept-Nov 2021	456.00
<b>CONTRACT-SERVICE</b>			
84428	CAREER TRAINING SOLUTIONS LLC	Pharmacy Tech CSE PhT 21FBU089-3 Oct 2021-Mar 2022 Inv 1264	5,997.00
<b>EQUIPMENT-COMPUTER</b>			
83709	APPLE INC	MacBook Air	2,680.70
84400	SYNCHRONY BANK/AMAZON	HP Laser Jet Pro M227FDW	900.00
84400	SYNCHRONY BANK/AMAZON	Sales Tax	123.00
84400	SYNCHRONY BANK/AMAZON	Price adjustment due to shortage in stock and Price Increase \$100 more for each	300.00
<b>EQUIPMENT-INSTRUCTIONAL</b>			
84439	PROMEVO	Google Chrome Management Console Model CROSSWDISEDU	3,420.00
84439	PROMEVO	recycle fee	360.00
84439	PROMEVO	Samsung Chromebook 4 Model XE310XBA- KD1US	21,600.00
84439	PROMEVO	sales tax	2,214.00
<b>MAINT AGREEMENT-COPIER</b>			
84455	CANON SOLUTIONS AMERICA INC	Blanket Po for CDC Copier SN JMQ20458 for Year 21-22	500.00
<b>OTHER SERVICES-OTHER SERVICE</b>			
83120	CORNERSTONE CONSTRUCTION SOLUTIONS INC	Remaining balance for estimate 003873 FY22	60,000.00
83120	CORNERSTONE CONSTRUCTION SOLUTIONS INC	Electrical Upgrade, A/C Upgrade, T-Bar Modification	21,060.75
83769	ELSEVIER INC	Leadership Digital Clinical Experience License Inv 2100057133	2,836.79
84027	4IMPRINT	Calworks Staff blazers Quote 21751566	733.90
84410	HASSINA BAHARLOO	Reimbursement supplie FYE Student Equity Movie Night event Oc 28 2021	200.00
84436	ROSE ONYEKWE	Reimbursement ACEN Standards Criteria ecourse	398.00
84450	DEPARTMENT OF SOCIAL SERVICES	Community Care Licensing Fee Facility 191225998	242.00
84450	DEPARTMENT OF SOCIAL SERVICES	Community Care Licensing Fee Facility 191226062	242.00
84453	SOUTH COAST AQMD	Rule 2022 Emmision Reduction Single Size Worksite	636.58
84459	REEL LINK FILMS	Chasing Childhood Community Screening License Inv 0930.005	500.00
84479	CONVERGEONE INC	Parking Structure Network Service Quote QU- 000399858	19,544.00
84487	THE MYERS BRIGGS COMPANY	Item 261151 MBTI profile report	433.92

**GLENDALE COMMUNITY COLLEGE DISTRICT  
FINANCE REPORT NO. 3  
Contract Listing & Purchase Order Listing**

11/01/21 - 11/30/21

December 21, 2021

Fund: 03

GENERAL FUND - RESTRICTED

PO #	VENDOR NAME	DESCRIPTION	AMOUNT
<b>OTHER SERVICES-OTHER SERVICE</b>			
84487	THE MYERS BRIGGS COMPANY	Item 284106 Strong interest inventory	262.40
84520	COLLEGE CENTRAL NETWORK INC	Application Service Provider Fee Oct 15 2021- Oct 14 2022 Inv 10448	1,914.42
84556	HOME HEAT	Item AGL15WWIFI Infrared Smart Heater Inv 0921596	3,411.00
84564	GAME TIME C/O GREAT WESTERN RECREATION	1292 PIP - GT-Impax - 1,292 SF of PIP-	22,131.96
84564	GAME TIME C/O GREAT WESTERN RECREATION	1 Security - GT-Impax - Site Security-	610.00
<b>PRINTING-MISC</b>			
84543	ALCO PRINTING INC	Invoice No 27501 Dated 10/19/21 250 Flyers 8.5x11 Print in Color 2 Side NCESL in 5 Languages	264.60
<b>SUBSCRIPTIONS-SUBSCRIPTION SERVICES</b>			
84505	EBSCO	American Journal of Nursing annual subscription Inv 0455870	1,027.70
<b>SUPPLIES-INSTRUCTIONAL</b>			
83272	INFOBASE LEARNING	Infobase Invo INV416977	1,412.21
83718	ARBOR SCIENTIFIC	Lens: Dia. 50mm, +300mm Double Convex, Item #:92-7700-10	10.50
83718	ARBOR SCIENTIFIC	Shipping	17.50
83718	ARBOR SCIENTIFIC	Double Lens Holder; Item #: 92-7700-08	34.00
83718	ARBOR SCIENTIFIC	single Lens Holder; Item #: 92-7700-02	17.50
83718	ARBOR SCIENTIFIC	Lens: Dia. 50mm, 100mm Double Convex, Item #:92-7700-05	10.50
83718	ARBOR SCIENTIFIC	Adj Sales Tax	13.06
83718	ARBOR SCIENTIFIC	Sales Tax	9.24
83718	ARBOR SCIENTIFIC	Lens: Dia. 50mm, +200mm Double Convex, Item #:92-7700-06	10.50
83718	ARBOR SCIENTIFIC	Lens: Dia. 50mm, -200mm Double Concave, Item #:92-7700-09	10.50
83718	ARBOR SCIENTIFIC	Refraction Cup with Printed Angles; Item #: PS-1225	34.00
84429	SYNCHRONY BANK/AMAZON	Sales Tax	19.74
84429	SYNCHRONY BANK/AMAZON	Solo R53-J8000 5 oz Symphony Waxed Paper Cold Cup (Case of 3000)	192.60
84434	MOTHERLAND MUSIC	Adjusted Tax to 10.25%	66.78
84434	MOTHERLAND MUSIC	Invoice No 9162 Dated 09/16/21	9,750.00
84442	BUSINESS CARD	Trontronics.com Bluetooth Headset with microphone (possibly Taotronics tt-bh041)	479.80
84442	BUSINESS CARD	Sales Tax	28.79
84454	BUSINESS CARD	rdbatteries.com - Item 5073 12Volt Replacement Battery for Alaris Pump 8015	317.00
84454	BUSINESS CARD	Tax	32.49
84454	BUSINESS CARD	Shipping Estimate 10%	32.00
84464	SHELLEY ANDERSON	Reimbursement CDC supplies	27.54
84469	SYNCHRONY BANK/AMAZON	Misellenous Supplies for Parent Support	420.00

**GLENDALE COMMUNITY COLLEGE DISTRICT  
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11/01/21 - 11/30/21

December 21, 2021

Fund: 03

GENERAL FUND - RESTRICTED

PO #	VENDOR NAME	DESCRIPTION	AMOUNT
<b>SUPPLIES-INSTRUCTIONAL</b>			
		Center	
84476	NASCO	estimated freight	15.00
84476	NASCO	sales tax	19.46
84476	NASCO	Item SB28952 Plug-in Module 3 Breath Sounds for Tutor MS	189.90
84503	MEDLINE INDUSTRIES INC	freight	356.40
84503	MEDLINE INDUSTRIES INC	sales tax	462.39
84503	MEDLINE INDUSTRIES INC	Item HLFSL28BIN5 Cart Med bin	4,154.74
84504	MCKESSON MEDICAL SURGICAL GOVERNMENT SOLUTIONS LLC	sales tax	55.22
84504	MCKESSON MEDICAL SURGICAL GOVERNMENT SOLUTIONS LLC	Item 765876 Glove ntrl lrg cs/10bx	468.10
84504	MCKESSON MEDICAL SURGICAL GOVERNMENT SOLUTIONS LLC	Item 121978 Filter straw cs/100	70.61
84508	ALCO PRINTING INC	Sales order No 22385 300 Presentation Folder with 2 Printed Pockets	680.00
84508	ALCO PRINTING INC	Sales Tax	69.70
84524	MEDLINE INDUSTRIES INC	Item DYNDC5077 IV Extension Sets: 0.7 mL Priming Volume 6.5" IV Extension Set IV Extension Sets: 0.7 mL Priming Volume 6.5"	165.35
84524	MEDLINE INDUSTRIES INC	Item MDS2503H Gloves: SensiCare Ice Powder-Free Nitrile Exam Gloves, Size L	273.92
84524	MEDLINE INDUSTRIES INC	Item DYND70000I Cup, Medicine: Graduated Plastic Medicine Cup, 1 oz./30 mL	68.30
84524	MEDLINE INDUSTRIES INC	Tax	173.94
84524	MEDLINE INDUSTRIES INC	Item NON25444 Sponges: Gauze Nonsterile Nonwoven 4-Ply Sponges, 4" x 4"	32.13
84524	MEDLINE INDUSTRIES INC	Item MDS2502H Gloves: SensiCare Ice Powder-Free Nitrile Exam Gloves, Size M	273.92
84524	MEDLINE INDUSTRIES INC	Item PRM256000H Sponges, Gauze: Nonwoven Sterile 6-Ply Drain Sponges, 4" x 4"	38.64
84524	MEDLINE INDUSTRIES INC	Item W-A05031750Z Probe Covers: SureTemp Disposable Thermometer Probe Covers, 1 Sleeve of 250 Covers	21.88
84524	MEDLINE INDUSTRIES INC	Item CUR095010H Enema, Mineral Oil: Pure and Gentle Disposable Mineral Oil Enema	14.45
84524	MEDLINE INDUSTRIES INC	Item HMK30270BLU Containers: Open-Front Stackable Container, Blue, 16.5" x 18" x 11"	245.43
84524	MEDLINE INDUSTRIES INC	Item 0132-0201-40 Enemas: Fleet Saline Enema, 4.5 oz.	10.20
84524	MEDLINE INDUSTRIES INC	Shipping Estimate	50.00
84524	MEDLINE INDUSTRIES INC	Item BXTSU1301309H Drains, Wound: Jackson-Pratt Wound Drainage System, Flat, Silicone, 10 mm	24.12
84524	MEDLINE INDUSTRIES INC	Item DYND4061030 Tracheostomy Trays: Tracheostomy Tray, 2 Powder-Free Gloves, 2 Nonwoven Gauze, 2 Pipe Cleaners, 5 Cotton-Tip Applicators, Cleaning Brush, 13" x 19" Towel	72.10
84524	MEDLINE INDUSTRIES INC	Item NON256015H Packing Strips: CURAD Sterile Iodoform Gauze Packing Strips, 1" x 5 yd.	52.68

**GLENDALE COMMUNITY COLLEGE DISTRICT  
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December 21, 2021

Fund: 03

GENERAL FUND - RESTRICTED

PO #	VENDOR NAME	DESCRIPTION	AMOUNT
<b>SUPPLIES-INSTRUCTIONAL</b>			
84524	MEDLINE INDUSTRIES INC	Item DYND80321H Emesis Basins: Plastic Emesis Basin, 500 mL, Gold, 8.5"L	5.40
84524	MEDLINE INDUSTRIES INC	Item DYND11NS14S Catheter Tray: Nonsterile Silicone Foley Catheter Tray, 14 Fr	338.76
84524	MEDLINE INDUSTRIES INC	Item BXT001255H Masks, Patient: AirLife Dual Dial Venturi-Style Oxygen Mask, Adult	24.00
84524	MEDLINE INDUSTRIES INC	Item HCS00350H Humidifiers: Prefilled Humidifier, Sterile H2O, 350 mL	23.36
84524	MEDLINE INDUSTRIES INC	Item KDL1801Z Bandages: Kerlix Gauze Bandage, 6-Ply, Nonsterile, 2.25" x 3 yd. (5.7 cm x 2.7 m), Bulk	12.38
84553	SUN MOUNTAIN	Monogramming Fee- School	200.00
84553	SUN MOUNTAIN	Shipping	240.00
84553	SUN MOUNTAIN	Embroidery of Bags 15,24,999	300.00
84553	SUN MOUNTAIN	Tape Set up Fee	100.00
84553	SUN MOUNTAIN	CA Sales Tax	332.10
84553	SUN MOUNTAIN	Quote No 784321 Item N200158 Collegiate Black	2,640.00
84554	SO CAL TEAM SPORTS	12 CA:L CC Game Balls	819.00
84554	SO CAL TEAM SPORTS	Shipping	60.00
84554	SO CAL TEAM SPORTS	Sales Tax	63.47
84555	BSN SPORTS LLC	Freight	184.48
84555	BSN SPORTS LLC	Quote No 7835689 Item 1B0700R Wilson NCAA Solution BBAII 29.5" Official	1,799.76
84555	BSN SPORTS LLC	Sales Tax	107.99
84558	INFOBASE LEARNING	Information Literacy Core Subscription 1-yr Inv 422206	4,854.68
<b>SUPPLIES-LAB</b>			
84527	SYNCHRONY BANK/AMAZON	General Purpose Masking Tape for Home and Office, 0.94-Inch x 60 Yards, 9 Rolls, Beige by TIANBO FIRST	18.99
84527	SYNCHRONY BANK/AMAZON	Sales Tax and Shipping	8.44
84542	AIRGAS USA LLC	Blanket purchase order for Nitrogen Gas Rental for Chemistry Dept Labs	300.00
<b>SUPPLIES-MEDICAL</b>			
84526	MCKESSON MEDICAL SURGICAL GOVERNMENT SOLUTIONS LLC	#1111737 Bismuth Tab 100x2	20.84
84526	MCKESSON MEDICAL SURGICAL GOVERNMENT SOLUTIONS LLC	#1127722 Glucose 15 3/pk	19.20
84526	MCKESSON MEDICAL SURGICAL GOVERNMENT SOLUTIONS LLC	#921605 XL NTRL Gloves 100/box	71.04
84526	MCKESSON MEDICAL SURGICAL GOVERNMENT SOLUTIONS LLC	#49176 Alcohol, Isopropyl 16oz bottle	25.50
84526	MCKESSON MEDICAL SURGICAL GOVERNMENT SOLUTIONS LLC	#191089 Alcohol Prep Pads, 200/bx	16.92
84526	MCKESSON MEDICAL SURGICAL GOVERNMENT SOLUTIONS LLC	#333758 Surpass Tissue 30bx/Case	25.79
84526	MCKESSON MEDICAL SURGICAL GOVERNMENT SOLUTIONS LLC	#142779 Hydrogen Peroxide 16oz Bottle	6.36

**GLENDALE COMMUNITY COLLEGE DISTRICT  
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11/01/21 - 11/30/21

December 21, 2021

Fund: 03

GENERAL FUND - RESTRICTED

PO #	VENDOR NAME	DESCRIPTION	AMOUNT
<b>SUPPLIES-MEDICAL</b>			
84526	MCKESSON MEDICAL SURGICAL GOVERNMENT SOLUTIONS LLC	Sales Tax and Shipping	20.00
84545	VAXSERVE	Adacel Lot U7055BA Inv 917598294	484.91
<b>SUPPLIES-OFFICE</b>			
83808	OFFICE DEPOT	452913Invisible Tape, 3/4" x 900", Clear,	33.04
83808	OFFICE DEPOT	625439 Legal Pad	39.95
83808	OFFICE DEPOT	Sales Tax	7.98
84227	SYNCHRONY BANK/AMAZON	Always ultra thik feminine pads size 1	1,898.40
84227	SYNCHRONY BANK/AMAZON	Always ultra thin feminine pads size 2	1,786.80
84227	SYNCHRONY BANK/AMAZON	sales tax	1,224.30
84227	SYNCHRONY BANK/AMAZON	Irish spring bar soap 24pk	2,388.00
84227	SYNCHRONY BANK/AMAZON	Always ultra thin feminine pads size 4	2,517.60
84227	SYNCHRONY BANK/AMAZON	Colgate toothpaste pk6	2,948.00
84227	SYNCHRONY BANK/AMAZON	Garnier Hair Care Clean shampoo 12.5fl pk3	5,382.00
84227	SYNCHRONY BANK/AMAZON	Freshmint individually wrapped toothbrushes 144pk	699.80
84227	SYNCHRONY BANK/AMAZON	Price Adjustment and correction of Shipments	580.30
84227	SYNCHRONY BANK/AMAZON	Garnier Hair Care Clean shampoo	506.00
84318	OFFICE DEPOT	Sales Tax	12.57
84318	OFFICE DEPOT	Item# 565832 - HP30A Black Toner	122.62
84427	SYNCHRONY BANK/AMAZON	Transparent Window Mask	19.99
84427	SYNCHRONY BANK/AMAZON	20 PCS Disposable Clear Mask	18.99
84427	SYNCHRONY BANK/AMAZON	Microfiber Anti- Fog Eyeglass Cleaning Cloth Wipes for All Electronic Devices	13.95
84427	SYNCHRONY BANK/AMAZON	Sales Tax	10.57
84427	SYNCHRONY BANK/AMAZON	Anti Fog Spary	8.92
84427	SYNCHRONY BANK/AMAZON	USB C to USB Adapter 2 Pack	19.98
84432	OFFICE DEPOT	6684266 Ergonomic Split Keyboard	129.99
84432	OFFICE DEPOT	318943 Printer Stand	71.99
84432	OFFICE DEPOT	847604 Surge Protector	23.39
84432	OFFICE DEPOT	8063701 Webcam,	49.99
84432	OFFICE DEPOT	502766 Monitor Riser	29.09
84432	OFFICE DEPOT	9817000 Gel Ink Pens	39.99
84432	OFFICE DEPOT	7864646 HD Webcam with 360?	59.99
84432	OFFICE DEPOT	Sales Tax	44.27
84432	OFFICE DEPOT	9233944 Monitor Riser	27.49
84433	SYNCHRONY BANK/AMAZON	AMAZON - Speakers for Desktop	101.97
84433	SYNCHRONY BANK/AMAZON	AMAZON Balance Board,	59.99
84433	SYNCHRONY BANK/AMAZON	AMAZON Screen Protector	85.98
84433	SYNCHRONY BANK/AMAZON	AMAZON - Mouse	29.99
84433	SYNCHRONY BANK/AMAZON	AMAZON Under Desk Footrest	31.99
84433	SYNCHRONY BANK/AMAZON	Price Change for Mouse Pad	4.00
84433	SYNCHRONY BANK/AMAZON	AMAZON Wireless Keyboard - Black	46.42

**GLENDALE COMMUNITY COLLEGE DISTRICT  
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11/01/21 - 11/30/21

December 21, 2021

Fund: 03

GENERAL FUND - RESTRICTED

PO #	VENDOR NAME	DESCRIPTION	AMOUNT
<b>SUPPLIES-OFFICE</b>			
84433	SYNCHRONY BANK/AMAZON	AMAZON Mouse Pad,	8.99
84446	PURE WATERFALL INC	Water Invoice 2000156 Dated 09/25/21	239.97
84448	SYNCHRONY BANK/AMAZON	Learning Communities Supplies	320.00
84470	SYNCHRONY BANK/AMAZON	Bingfu Dual Band Wifi 2.4GHz antenna	88.06
84470	SYNCHRONY BANK/AMAZON	sales tax	8.96
84495	SYNCHRONY BANK/AMAZON	SALES TAX	74.31
84495	SYNCHRONY BANK/AMAZON	Dell monitor UP3017	725.00
84496	OFFICE DEPOT	Sales Tax	29.37
84496	OFFICE DEPOT	Item 546007 File Folders	18.32
84496	OFFICE DEPOT	Item 545469 AAA Battheris	10.22
84496	OFFICE DEPOT	Item708646 Webcams	221.30
84496	OFFICE DEPOT	Item 542020 Ultra Fine Sharpies	17.58
84496	OFFICE DEPOT	Item 621516 Ultra Fine Sharpies	3.45
84496	OFFICE DEPOT	Item 458914 Batteries	15.71
84499	SYNCHRONY BANK/AMAZON	Apple lighting adapter	15.98
84499	SYNCHRONY BANK/AMAZON	UBeesize 67" tripod	37.99
84499	SYNCHRONY BANK/AMAZON	Canon camera bag	29.49
84499	SYNCHRONY BANK/AMAZON	Anker 2-in-1 USB 3.0	33.98
84499	SYNCHRONY BANK/AMAZON	sales tax	17.45
84499	SYNCHRONY BANK/AMAZON	SanDisk 128GB card	60.80
84509	OFFICE DEPOT	Sales Tax	116.74
84509	OFFICE DEPOT	Item 839969 three Hole Puncher	33.74
84510	CDW-G	Sales Tax	45.61
84510	CDW-G	Quote MLWF774 Part W1Y45A#BGJ Color Laser Jet Pro Printer	449.99
84513	OFFICE DEPOT	Financial Aid Supplies	2,341.29
84536	SYNCHRONY BANK/AMAZON	\$10 Starbucks Giftcards for Financial Aid Office	400.00
84536	SYNCHRONY BANK/AMAZON	Shipping	5.99
84566	PURE WATERFALL INC	Cal Works Garfield Blanket Po for Drinking Water FY 22	200.00
<b>TRAVEL-CONFERENCE</b>			
84212	KOHAR KESIAN	CACN_COADN Joint Fall Conference New Port Beach CA 10/12/21-10/15/21	248.36
84471	DARREN LEAVER	Reimbursement Study Abroad Winter 2022 Deposit and Student Airfare	2,400.00
84471	DARREN LEAVER	Travel expenses for site inspection Jan 2022 Italy France Englad	3,800.00
84471	DARREN LEAVER	Student accomodation France Winter 2022	1,800.00
84472	FLAVIO FRONTINI	Travel expenses Jan 2022 student accomodation site inspection Italy	800.00
84473	SARAH MECHENEAU	Travel expenses Dec 2021 student accomodation site inspection Paris	500.00
84488	ACCE	Institutional Registrations virtual workshop Nov 18 2021	200.00
84497	CCEMC	Registration Fall Dual Enrollment Leadership	750.00

**GLENDALE COMMUNITY COLLEGE DISTRICT  
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11/01/21 - 11/30/21

December 21, 2021

Fund: 03 GENERAL FUND - RESTRICTED

PO #	VENDOR NAME	DESCRIPTION	AMOUNT
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**TRAVEL-CONFERENCE**

Nov 30 2021 - Gary Shamoyan

\$262,950.71

Fund: 09 STUDENT FINANCIAL AID

PO #	VENDOR NAME	DESCRIPTION	AMOUNT
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**CONTRACT-PERSONAL SERVICE**

84440	VIOLETA INJIGHULYAN	Financial aid assistance to students and assigned projects	30,000.00
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\$30,000.00

Fund: 59 PROFESSIONAL DEVELOPMENT CENTER

PO #	VENDOR NAME	DESCRIPTION	AMOUNT
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**BOOKS-INSTRUCTIONAL**

84478	SDC PUBLICATIONS	ISBN 9781630573867 Beg guide to Solidworks 2021	473.00
84490	SDC PUBLICATIONS	ISBN 9781630573867 Beg guide to Solidworks 2021 Inv 108167	190.00

**CONTRACT-SERVICE**

84475	LEVON MOVSESYAN	Virtual Learning 35 Hours IT Assistance and On site Assistance Inv 3286	3,060.00
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**OTHER SERVICES-OTHER SERVICE**

84511	SOUTHERN CALIFORNIA GAS CO	PDC service billing period Oct 5-Nov 4 2021	26.48
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**SUPPLIES-INSTRUCTIONAL**

84477	CENGAGE LEARNING	CNC Programming principles applications inv 75378309	1,159.22
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\$4,908.70

Fund: 70 GO BOND SERIES A

PO #	VENDOR NAME	DESCRIPTION	AMOUNT
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**EQUIPMENT-FACILITIES**

84245	HOME DEPOT	Parts and Warranty	306.92
84245	HOME DEPOT	Model WF45R6100AW Samsung 4.5cu white front load washing machine	728.00
84245	HOME DEPOT	Model DVE45R6100W Samsung 7.5cu white electric dryer	728.00
84245	HOME DEPOT	sales tax	149.24

**GLENDALE COMMUNITY COLLEGE DISTRICT  
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**Contract Listing & Purchase Order Listing**

11/01/21 - 11/30/21

December 21, 2021

Fund: 70

GO BOND SERIES A

PO #	VENDOR NAME	DESCRIPTION	AMOUNT
<b>EQUIPMENT-INSTRUCTIONAL</b>			
84539	BKM OFFICE ENVIRONMENTS INC	Admin Services Per Quote 39940	12,653.95
<b>OTHER SERVICES-OTHER SERVICE</b>			
84457	PACIFIC COAST TITLE COMPANY	TSG October 2021 statement	150.00
84518	SIGN 21	Garfield Campus - install 596' X 7'- 8" mesh fence cover Per Estimate	1,248.16
84521	B2 ENVIRONMENTAL INC	Proposal LAP20081 Project Management, Air Monitoring, Closeout Certification & Remediation Svs Womens Restroom North Verdugo Gym Ceramic Wall Tiles	10,875.00
84522	HBEB INC	SG All 3 Floor Ceilings Tiles Repair/Removal/Replacing Proposal 7158	4,750.00
84523	CALIFORNIA EMINENT DOMAIN LAW GROUP	Legal Fees Inv 10694	2,742.18
84541	HBEB INC	SG East & North Hallway Wall Repair due to Wather Leak	4,485.00
84552	CITY OF GLENDALE	Civic Auditorium Lower Level Facility Lease Agreement Contract R107076 Sept 1 2021-Aug 31 2024: Dance and GCC Cares Swing Space	600,000.00
			<u>\$638,816.45</u>

GLENDALE COMMUNITY COLLEGE DISTRICT

CONSENT CALENDAR NO. 4  
 BUDGET REVISIONS AND APPROPRIATION TRANSFERS REPORT NO. 1

December 21, 2021

TO: Board of Trustees

SUBMITTED BY: David Viar, Superintendent/President

REVIEWED BY: Anthony Culpepper  
 Executive Vice President, Administrative Services

PREPARED BY: Angineh Baghoomian, District Accountant

SUBJECT: BUDGET REVISIONS AND APPROPRIATION TRANSFERS  
**GENERAL FUND RESTRICTED (03)**  
 NOVEMBER 01, 2021 THROUGH NOVEMBER 30, 2021

It is recommended that the Board of Trustees approve the following Budget Revisions and Appropriation Transfers, under the provisions of Education Code Section 85200 through 85202.

<u>EXPENDITURE CHANGES</u>		<u>Approved Budget</u>	<u>Budget Revisions</u>	<u>Appropriation Transfers</u>	<u>Revised Budget</u>
1000	Certificated Salaries	\$ 5,725,245	\$ 1,023,024	\$ -	\$ 6,748,269
2000	Classified Salaries	6,289,534	299,230	-	6,588,764
3000	Employee Benefits	4,750,000	384,571	-	5,134,571
4000	Books/Supplies	1,368,447	325,533	-	1,693,980
5000	Contract Services	2,610,967	171,160	(6,280)	2,775,847
6000	Capital Outlay	1,650,727	556,965	6,280	2,213,972
7000	Other Outgo	32,750,831	64,692	-	32,815,523
7900	Reserve for Contingencies	7,932,964	123,845	-	8,056,809
	Total	\$ 63,078,715	\$ 2,949,020	\$ -	\$ 66,027,735

NEW INCOME

8120	VATEA	\$ 114,599
8160	SEOG Cost Allowance	38,013
8174	AEFLA	784,051
8191	Title V	78,533
8623	Financial Aid Technology	52,290
8636	Enrollment Growth	32,686
8690	DSN- Rancho Santiago Grant	(274,741)
8690	Higher Education Innovation Grant	942,945
8690	Learning Lab Grant	117,902
8690	Reentry Pathways Program	87,221
8690	Strong Workforce-Regional Grant	238,584
8690	Strong Workforce-Local Grant	484,168
8690	Undocumented Resource Liaisons	184,453
8822	Foundation Contributions	68,317
		<u>\$ 2,949,020</u>

Note: See attached for significant transfers.

**Significant Transfers:**

	<u>Amount</u>	<u>To</u>	<u>From</u>
1.	\$ <u>6,280</u>	6410 - Instructional Equipment	5690 - All Other Contract Services

To provide funds for Instructional Equipment for Child Development.

**New Income:**

1.	\$ 9,397	1000 - Certificated Salaries
	(4,200)	2000 - Classified Salaries
	15,964	3000 - Employee Benefits
	16,480	4000 - Supplies
	50,884	5000 - Operating Expenses and Services
	5,961	6000 - Capital Outlay
	20,113	7000 - Other Outgo
	<u>\$ 114,599</u>	

To Adjust the budget for VATEA-Perkins Grant.

2.	\$ 176,188	1000 - Certificated Salaries
	51,092	3000 - Employee Benefits
	576	4000 - Supplies
	(17,687)	5000 - Operating Expenses and Services
	(20,000)	6000 - Capital Outlay
	<u>\$ 190,169</u>	7000 - Other Outgo

To adjust the budget for Title V Adelante GCC Grant.

3.	\$ 72,225	1000 - Certificated Salaries
	5,000	2000 - Classified Salaries
	27,495	3000 - Employee Benefits
	1,199	4000 - Supplies
	11,983	6000 - Capital Outlay
	<u>\$ 117,902</u>	

To adjust the budget for The Learning Lab Grant.

4.	\$ (39,685)	1000 - Certificated Salaries
	(8,441)	3000 - Employee Benefits
	<u>\$ (48,126)</u>	

To adjust the budget for CSUN-AIM Grant.

5.	\$ (62,277)	1000 - Certificated Salaries
	(7,000)	2000 - Classified Salaries
	(21,341)	3000 - Employee Benefits
	(3,000)	4000 - Supplies
	(102,867)	5000 - Operating Expenses and Services
	(79,399)	6000 - Capital Outlay
	<u>\$ (275,884)</u>	

To adjust the budget for Strong Workforce-Regional Grant.

GLENDALE COMMUNITY COLLEGE DISTRICT  
 BUDGET REVISIONS AND APPROPRIATION TRANSFERS REPORT NO. 1  
 December 21, 2021  
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**New Income:**

	<u>Amount</u>	<u>To</u>	<u>From</u>
6.	\$ (16,385)	2000 - Classified Salaries	
	<u>(10,700)</u>	3000 - Employee Benefits	
	<u>\$ (27,086)</u>		

To adjust the budget for Strong Workforce-Local Grant.

7.	\$ (50,615)	1000 - Certificated Salaries	
	<u>(12,646)</u>	3000 - Employee Benefits	
	(190)	4000 - Supplies	
	<u>(59)</u>	6000 - Capital Outlay	
	<u>\$ (63,510)</u>		

To adjust the budget for Title V.

8.	\$ 30,000	2380 - Classified, Extra Help	
	<u>8,013</u>	5220 - Travel	
	<u>\$ 38,013</u>		

To establish budget for Campus Based Administrative Cost Allowance for Financial Aid.

9.	\$ 40,000	2110 - Non-Instructional Salary Clerical	
	<u>2,000</u>	3000 - Employee Benefits	
	<u>10,000</u>	5690 - All Other Contract Services	
	<u>\$ 52,000</u>		

To establish budget for AEFLA.

10.	\$ 10,000	1460 - Other, Non-Instructional, Hourly	
	<u>48,912</u>	4100 - Textbooks	
	<u>75,000</u>	5690 - All Other Contract Services	
	<u>100,000</u>	6410 - Instructional Equipment	
	<u>\$ 233,912</u>		

To establish budget for AEFLA.

**New Income:**

	<u>Amount</u>	<u>To</u>	<u>From</u>
11.	\$ 27,000	1395	- Stipends
	15,000	1460	- Other, Non-Instructional, Hourly
	55,000	1465	- Other, Non-Instructional Hourly S.S.
	26,000	1466	- Other, Non-Instructional Hourly (Winter)
	63,000	2110	- Non-Instructional Salary Clerical
	110,000	2210	- Instructional Aide
	7,000	2380	- Classified, Extra Help
	106,000	3000	- Employee Benefits
	3,580	4300	- Instructional Supplies
	5,000	5220	- Travel
	600	5300	- Membership and Dues
	17,000	5690	- All Other Contract Services
	1,000	5825	- Printing and Advertising
	61,959	6410	- Instructional Equipment
	<u>\$ 498,139</u>		

To establish budget for AEFLA.

12.	\$ <u>52,290</u>	5690	- All Other Contract Services
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To establish budget for Financial Aid Technology.

13.	\$ 17,628	1000	- Certificated Salaries
	1,654	2000	- Classified Salaries
	1,893	3000	- Employee Benefits
	(757)	4000	- Supplies
	2,400	5000	- Operating Expenses and Services
	2,000	6000	- Capital Outlay
	7,868	7000	- Other Outgo
	<u>\$ 32,686</u>		

To adjust the budget for Nursing Program Enrollment Growth Grant.

14.	\$ (15,000)	1000	Certificated Salaries
	(3,191)	3000	Employee Benefits
	(10,000)	4000	Supplies
	<u>(246,551)</u>	5000	Operating Expenses and Services
	<u>\$ (274,741)</u>		

To adjust the budget for DSN Rancho Santiago Grant.

15.	\$ (175,868)	1000	- Certificated Salaries
	4,186	2000	- Classified Salaries
	(43,793)	3000	- Employee Benefits
	(1,785)	4000	- Supplies
	(109,803)	5000	- Operating Expenses and Services
	(79,459)	6000	- Capital Outlay
	<u>\$ (406,522)</u>		

To adjust the budget for Strong Workforce-Local Grant.

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**New Income:**

	<u>Amount</u>	<u>To</u>	<u>From</u>
16.	\$ 277,001	1000	- Certificated Salaries
	19,600	2000	- Classified Salaries
	53,756	3000	- Employee Benefits
	15,737	4000	- Supplies
	128,571	5000	- Operating Expenses and Services
	386,400	6000	- Capital Outlay
	36,711	7000	- Other Outgo
	<u>\$ 917,776</u>		

To adjust the budget for Strong Workforce-Local Grant.

17.	\$ (2,617)	1000	- Certificated Salaries
	5,750	2000	- Classified Salaries
	20,632	3000	- Employee Benefits
	(8,147)	4000	- Supplies
	(66,729)	5000	- Operating Expenses and Services
	25,579	6000	- Capital Outlay
	<u>\$ (25,532)</u>		

To adjust the budget for Strong Workforce-Local Grant.

18.	\$ 170,628	1000	- Certificated Salaries
	20,000	2000	- Classified Salaries
	68,752	3000	- Employee Benefits
	80,620	4000	- Supplies
	108,000	5000	- Operating Expenses and Services
	92,000	6000	- Capital Outlay
	<u>\$ 540,000</u>		

To adjust the budget for Strong Workforce-Regional Grant.

19.	\$ 452,000	1000	- Certificated Salaries
	5,000	2000	- Classified Salaries
	137,100	3000	- Employee Benefits
	15,000	4000	- Supplies
	160,000	5000	- Operating Expenses and Services
	50,000	6000	- Capital Outlay
	123,845	7900	- Reserve for Contingencies
	<u>\$ 942,945</u>		

To adjust the budget for Higher Education Innovation Award.

**New Income:**

	<u>Amount</u>	<u>To</u>	<u>From</u>
20.	\$ 5,000	2360	- Non-Cert., Student Assistant
	45,340	4590	- Other Supplies
	<u>11,500</u>	5120	- Contract Lectures
	<u>\$ 61,840</u>	5690	- All Other Contract Services

To establish budget for Undocumented Resources Liaisons to Multicultural Center.

21.	\$ 10,625	2360	- Non-Cert., Student Assistant
	82,113	4590	- Other Supplies
	3,000	5120	- Contract Lectures
	<u>26,875</u>	5690	- All Other Contract Services
	<u>\$ 122,613</u>		

To establish budget for Undocumented Resources Liaisons to Multicultural Center.

22.	\$ 61,019	1450	- Counselors, Hourly
	2,535	4590	- Other Supplies
	<u>23,667</u>	5825	- Printing and Advertising
	<u>\$ 87,221</u>		

To establish budget for Reentry Pathways Grant.

23.	<u>\$ 3,264</u>	4591	- Testing Materials
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To establish budget for Foundation Contributions for Counseling.

24.	<u>\$ 34,056</u>	5690	- All Other Contract Services
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To establish budget for Foundation Contributions for Counseling.

25.	<u>\$ 30,997</u>	6420	- Non-Instructional Equipment
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To establish budget for Foundation Contributions for Counseling.

GLENDALE COMMUNITY COLLEGE DISTRICT

CONSENT CALENDAR NO. 5  
 BUDGET REVISIONS AND APPROPRIATION TRANSFERS REPORT NO. 2

December 21, 2021

TO: Board of Trustees

SUBMITTED BY: David Viar, Superintendent/President

REVIEWED BY: Anthony Culpepper  
 Executive Vice President, Administrative Services

PREPARED BY: Angineh Baghoomian, District Accountant

SUBJECT: BUDGET REVISIONS AND APPROPRIATION TRANSFERS  
**STUDENT FINANCIAL AID (09)**  
 NOVEMBER 01, 2021 THROUGH NOVEMBER 30, 2021

It is recommended that the Board of Trustees approve the following Budget Revisions and Appropriation Transfers, under the provisions of Education Code Section 85200 through 85202.

<u>EXPENDITURE CHANGES</u>		<u>Approved Budget</u>	<u>Budget Revisions</u>	<u>Appropriation Transfers</u>	<u>Revised Budget</u>
1000	Certificated Salaries	\$ -	\$ -	\$ -	\$ -
2000	Classified Salaries	-	-	-	-
3000	Employee Benefits	-	-	-	-
4000	Books/Supplies	-	-	-	-
5000	Contract Services	-	156,219	-	156,219
6000	Capital Outlay	-	-	-	-
7000	Other Outgo	38,310,372	500,000	-	38,810,372
7900	Reserve for Contingencies	-	-	-	-
	Total	\$ 38,310,372	\$ 656,219	\$ -	\$ 38,966,591

NEW INCOME

8633	California College Promise Grant	<u>\$ 656,219</u>
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Note: See attached for significant transfers.

**New Income:**

	<u>Amount</u>	<u>To</u>	<u>From</u>
26.	\$ 156,219	5690	- All Other Contract Services
	<u>500,000</u>	7500	- Student Financial Aid
	<u>\$ 656,219</u>		

To establish budget for California College Promise Grant.

## GLENDALE COMMUNITY COLLEGE DISTRICT

December 21, 2021

### CONSENT CALENDAR NO. 6

TO: Board of Trustees

SUBMITTED BY: David Viar, Superintendent/President

REVIEWED BY: Michael Ritterbrown, Vice President, Instructional Services

PREPARED BY: Hasmik Sarkissian, Office of Vice President, Instructional Services

SUBJECT: PROPOSED NEW COURSES

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#### DESCRIPTION OF HISTORY/BACKGROUND

##### **HLTH 105 – Introduction to Public Health**

HLTH 105 provides an introduction to the discipline of Public Health. Students gain an understanding of the basic concepts and terminologies of public health, and the history and accomplishments of public health officials and agencies. The course provides an overview of the functions of various public health professions and institutions, and an in-depth examination of the core public health disciplines. Topics include the epidemiology of infectious and chronic disease; prevention and control of diseases in the community including the analysis of the social determinants of health and strategies for eliminating disease, illness and health disparities among various populations; community organizing and health promotion programming; environmental health and safety; global health; and healthcare policy and management.

##### **HUMAN 140 – Armenian-American Experience Through Arts and Letters**

HUMAN 140 is an interdisciplinary course examining the experience of Armenians in the United States through the arts in the 20th and 21st centuries. Through the study of literature, art, music, film, comedy, architecture, and other creative expressions, this course will study how Armenian-Americans negotiate their identity and develop a notion of selfhood that is, simultaneously, rooted yet mercurial, endangered yet resilient. This course encourages students to think critically about evolving definitions of nationality, examine cultural norms and stereotypes, and understand the unique diasporic experience of Armenians in America. This course may be interactively team-taught by faculty in English, social science, or visual and performing arts.

## COMMITTEE HISTORY

Curriculum & Instruction Committee	October 27, 2021 (First Reading)
Curriculum & Instruction Committee	November 11, 2021 (Second Reading)
Academic Affairs Committee	November 17, 2021
College Executive Committee	December 14, 2021

### **ST DV 130 – Professional Career Paths – Business**

ST DV 130 introduces the main components of identifying a major in business entrepreneurship and management. Career fields include, but are not limited to, management, marketing, sales, real estate, banking, finance, human resources, database administration, and computer support for business organization. Through self-assessment, this course explores individual work interests, personality, preferences/ temperament, skills, values, strengths, and career goals in order to find purpose in academic curriculum. This course includes career planning, occupational research, and career decision-making to formulate a real-world perspective on the local and national opportunities in these fields and the requirements needed to achieve them. Topics include job searching, networking, and interviewing skills in preparation for an internship search, as well as how to research job trends, salary, employment projections, and educational requirements. 54 lecture hours.

## COMMITTEE HISTORY

Curriculum & Instruction Committee	October 13, 2021 (First Reading)
Curriculum & Instruction Committee	October 27, 2021 (Second Reading)
Academic Affairs Committee	November 17, 2021
College Executive Committee	December 14, 2021

## FISCAL IMPACT

None

## RECOMMENDATION

The Superintendent/President recommends that the Board of Trustees approve the new courses as presented.

## PROPOSAL

**COURSE DISCIPLINE :** HLTH  
**COURSE NUMBER :** 105  
**COURSE TITLE (FULL) :** Introduction to Public Health  
**COURSE TITLE (SHORT) :** Intro to Public Health

**CALIFORNIA STATE UNIVERSITY SYSTEM C-ID :** PHS 101

### CATALOG DESCRIPTION

HLTH 105 provides an introduction to the discipline of Public Health. Students gain an understanding of the basic concepts and terminologies of public health, and the history and accomplishments of public health officials and agencies. The course provides an overview of the functions of various public health professions and institutions, and an in-depth examination of the core public health disciplines. Topics include the epidemiology of infectious and chronic disease; prevention and control of diseases in the community including the analysis of the social determinants of health and strategies for eliminating disease, illness and health disparities among various populations; community organizing and health promotion programming; environmental health and safety; global health; and healthcare policy and management.

### CATALOG NOTES

Total Lecture Units:3.00

Total Laboratory Units: 0.00

**Total Course Units: 3.00**

Total Lecture Hours:54.00

Total Laboratory Hours: 0.00

Total Laboratory Hours To Be Arranged: 0.00

**Total Contact Hours: 54.00**

**Recommended Preparation:**

ESL - 151 - Reading and Composition V  
 ENGL - 100 - Writing Workshop  
 LIB - 100 - Critical Approaches to Information Research

**PRECONDITIONS FOR ENROLLMENT**

<b>And/Or</b>	<b>Course</b>	<b>Type</b>	<b>Req. Is Being</b>
Or	ENGL - 100 - Writing Workshop	Recommended Preparation	Added
	ESL - 151 - Reading and Composition V	Recommended Preparation	Added
&	LIB - 100 - Critical Approaches to Information Research	Recommended Preparation	Added

**ENTRY STANDARDS**

	<b>Subject</b>	<b>Number</b>	<b>Title</b>	<b>Description</b>	<b>Include</b>
1	ENGL	100	Writing Workshop	Read, analyze, and evaluate contemporary articles and stories to identify topic, thesis, support, transitions, conclusion, audience, and tone;	Yes
2	ENGL	100	Writing Workshop	read, analyze, and evaluate contemporary articles and stories for the comprehension of difficult content and the identification of main ideas and (topic-based) evidence;	Yes
3	ENGL	100	Writing Workshop	read, analyze, and evaluate student compositions for unity, development, use of evidence, interpretation, coherence, and variety of sentence form;	No
4	ENGL	100	Writing Workshop	write a summary of a contemporary article or story with correct citation techniques;	Yes
5	ENGL	100	Writing Workshop	write an argumentative essay that has an introduction, body paragraphs, and a conclusion, demonstrating a basic understanding of essay organization;	No
6	ENGL	100	Writing Workshop	write an argumentative essay that addresses the topic, is directed by a thesis statement, uses appropriate textual evidence, develops logical interpretations, and concludes with some compelling observations;	No
7	ENGL	100	Writing Workshop	write an argumentative essay that integrates the ideas of others (i.e., authors) through paraphrasing, summarizing, and quoting with correct citation techniques;	No
8	ENGL	100	Writing Workshop	write an argumentative essay that generates novel ideas (those that add to the conversation rather than repeating the author's ideas) related to the topic and the readings;	No

9	ENGL	100	Writing Workshop	write compositions (e.g., summaries and argumentative essays) that are easy to read and follow, though some errors in grammar, mechanics, spelling, or diction may exist;	No
10	ENGL	100	Writing Workshop	proofread and edit essays for content, language, citation, and formatting problems.	Yes
11	ESL	151	Reading and Composition V	Read and critically analyze various academic readings;	Yes
12	ESL	151	Reading and Composition V	summarize readings;	Yes
13	ESL	151	Reading and Composition V	organize fully-developed essays in both expository and argumentative modes;	No
14	ESL	151	Reading and Composition V	compose a 500 to 550-word essay which: summarizes and cites appropriately a reading passage; includes a clear thesis statement; uses evidence to support the thesis; shows clear organization into an introduction, body, and conclusion;	No
15	ESL	151	Reading and Composition V	revise writing to eliminate errors in syntax, and grammatical constructions;	Yes
16	ESL	151	Reading and Composition V	employ basic library research techniques;	Yes
17	ESL	151	Reading and Composition V	compose one research paper (1,000 words) or two short research papers (500-700 words each) with citations.	Yes
18	LIB	100	Critical Approaches to Information Research	recognize the ethical use of information and proper attribution;	Yes
19	LIB	100	Critical Approaches to Information Research	formulate a research question of an appropriate scope for an assignment;	Yes
20	LIB	100	Critical Approaches to Information Research	recognize and apply evaluation criteria;	Yes
21	LIB	100	Critical Approaches to Information Research	recognize how context contributes to the construction of authority;	Yes
22	LIB	100	Critical Approaches to Information Research	articulate how the information process determines the nature of information sources;	No

23	LIB	100	Critical Approaches to Information Research	articulate how the process of information creation affects the veracity and reliability of sources;	No
24	LIB	100	Critical Approaches to Information Research	develop strategic search practices in order to locate the background and origin of a source;	No
25	LIB	100	Critical Approaches to Information Research	analyze a source for its value as a commodity that has economic, cultural, political, and social facets.	Yes

### EXIT STANDARDS

- 1 Define important foundational concepts in community/public health.
- 2 Identify different public health disciplines, professions and organizations, and explain how each contributes to the field of public health.
- 3 Describe the historical development of public health including the most important achievements of public health.
- 4 Distinguish the difference between personal and public health.
- 5 Distinguish how public health differs from the traditional Western medicine approach to treating disease and illness.  
Demonstrate the use of basic epidemiological methods, such as the analysis of rates, and the definition of cases, population at risk, risk factors, incidence, prevalence, morbidity and mortality.
- 6 Outline strategies for prevention, detection and control of infectious and chronic disease.
- 7 Outline the process of community organizing, building and health promotion programming.  
Describe the interplay between health determinants, such as environmental conditions, social, behavioral and cultural factors, and biological considerations, and explain the role of each in determining local, national, and global health organization and policy.
- 8 Analyze current public health issues and describe how they affect societal well-being among specific populations of age, sex, ethnicity, minority, education and socioeconomic status.
- 9 Describe the organization, financing and delivery of various medical and population-based services in the U.S. healthcare system.
- 10 Identify, assess and utilize credible information resources on community health current issues, such as the internet, social media, medial outlets, and libraries.

### STUDENT LEARNING OUTCOMES

- 1 Discuss the historical accomplishments of public health.
- 2 Describe foundational concepts, disciplines, professions and organizations within the field of public health.
- 3 Analyze current public health issues and describe how they affect societal well-being.

**COURSE CONTENT WITH INSTRUCTIONAL HOURS**

	<b>Description</b>	<b>Lecture</b>	<b>Lab</b>	<b>Total Hours</b>
1	<p>Definition of Public Health</p> <ul style="list-style-type: none"> <li>• Distinction between personal and public health</li> <li>• History and accomplishments of public health officials and agencies</li> <li>• Core functions of public health professions and institutions</li> </ul>	9	0	9
2	<p>Analytical Methods of Public Health</p> <ul style="list-style-type: none"> <li>• Epidemiology: the basic science of public health</li> <li>• Principles, methods and limitations</li> <li>• Statistics: making sense of uncertainty</li> <li>• The role of data in public health</li> </ul>	9	0	9
3	<p>The Biomedical Basis of Public Health</p> <ul style="list-style-type: none"> <li>• The conquest of infectious disease</li> <li>• New infectious disease</li> <li>• Chronic disease</li> <li>• Genetic disease</li> </ul>	9	0	9
4	<p>Community Organizing and Health Promotion Programming</p>	6	0	6
5	<p>Social and Behavioral Factors in Public Health</p> <ul style="list-style-type: none"> <li>• Health inequities among ethnic and minority groups</li> <li>• Education and socioeconomic status and health</li> <li>• Community concerns: including, but not limited to, addiction, obesity, and violence</li> <li>• Maternal, infant and child, adolescent, adulthood and elder health</li> </ul>	9	0	9
6	<p>Environmental Issues in Public Health</p> <ul style="list-style-type: none"> <li>• Clean air</li> <li>• Clean water</li> <li>• Garbage</li> <li>• Food and drug safety</li> <li>• Population control</li> <li>• Injury prevention</li> <li>• Emergency preparedness</li> </ul>	9	0	9
7	<p>Medical Care and Public Health</p>	3	0	3
				<b>54</b>

### OUT OF CLASS ASSIGNMENTS

- 1 Research project (e.g. summary of public-facing health information campaigns on current health topics)
- 2 Written assignments (e.g. summary of an interview with a community health organizer)

### METHODS OF EVALUATION

- 1 Quizzes
- 2 Exams
- 3 Presentations (e.g. group presentation on historical public health accomplishments)

### METHODS OF INSTRUCTION

- Lecture
- Laboratory
- Studio
- Discussion
- Multimedia
- Tutorial
- Independent Study
- Collaboratory Learning
- Demonstration
- Field Activities (Trips)
- Guest Speakers
- Presentations

### TEXTBOOKS

Title	Type	Publisher	Edition	Medium	Author	ISBN	Date
An Introduction to Community and Public Health	Required	Jones and Bartlett Learning	10		Denise Seabert, PhD, MCHES; James F. McKenzie, PhD, MPH, RMCHES, FAAHE; Robert R. Pinger, PhD	9781284202687	2022
Introduction to Public Health	Required	Jones and Bartlett Learning	6		Mary-Jane Schneider, PhD	9781284197594	2021
Public Health 101: Improving Community Health	Required	Jones and Bartlett Learning	3		Richard Riegelman, MD, MPH, PhD	9781284118445	2019

## PROPOSAL

**COURSE DISCIPLINE :** HUMAN  
**COURSE NUMBER :** 140  
**COURSE TITLE (FULL) :** Armenian-American Experience Through Arts and Letters  
**COURSE TITLE (SHORT) :** Armenian-American Experience

### CALIFORNIA STATE UNIVERSITY SYSTEM C-ID :

#### CATALOG DESCRIPTION

HUMAN 140 is an interdisciplinary course examining the experience of Armenians in the United States through the arts in the 20th and 21st centuries. Through the study of literature, art, music, film, comedy, architecture, and other creative expressions, this course will study how Armenian-Americans negotiate their identity and develop a notion of selfhood that is, simultaneously, rooted yet mercurial, endangered yet resilient. This course encourages students to think critically about evolving definitions of nationality, examine cultural norms and stereotypes, and understand the unique diasporic experience of Armenians in America. This course may be interactively team-taught by faculty in English, social science, or visual and performing arts.

#### CATALOG NOTES

Total Lecture Units:3.00

Total Laboratory Units: 0.00

**Total Course Units: 3.00**

Total Lecture Hours:54.00

Total Laboratory Hours: 0.00

Total Laboratory Hours To Be Arranged: 0.00

**Total Contact Hours: 54.00**

#### Recommended Preparation:

ENGL - 100 - Writing Workshop

ESL - 141 - Grammar and Writing IV

**PRECONDITIONS FOR ENROLLMENT**

<b>And/Or</b>	<b>Course</b>	<b>Type</b>	<b>Req. Is Being</b>
	ENGL - 100 - Writing Workshop	Recommended Preparation	Added
Or	ESL - 141 - Grammar and Writing IV	Recommended Preparation	Added

**ENTRY STANDARDS**

	<b>Subject</b>	<b>Number</b>	<b>Title</b>	<b>Description</b>	<b>Include</b>
1				critically analyze selected prose works dealing with important contemporary issues;	Yes
2				collect and organize information through library research;	Yes
3	ENGL	100	Writing Workshop	Read, analyze, and evaluate contemporary articles and stories to identify topic, thesis, support, transitions, conclusion, audience, and tone;	Yes
4	ENGL	100	Writing Workshop	read, analyze, and evaluate contemporary articles and stories for the comprehension of difficult content and the identification of main ideas and (topic-based) evidence;	Yes
5	ENGL	100	Writing Workshop	read, analyze, and evaluate student compositions for unity, development, use of evidence, interpretation, coherence, and variety of sentence form;	No
6	ENGL	100	Writing Workshop	write a summary of a contemporary article or story with correct citation techniques;	No
7	ENGL	100	Writing Workshop	write an argumentative essay that has an introduction, body paragraphs, and a conclusion, demonstrating a basic understanding of essay organization;	No
8	ENGL	100	Writing Workshop	write an argumentative essay that addresses the topic, is directed by a thesis statement, uses appropriate textual evidence, develops logical interpretations, and concludes with some compelling observations;	Yes
9	ENGL	100	Writing Workshop	write an argumentative essay that integrates the ideas of others (i.e., authors) through paraphrasing, summarizing, and quoting with correct citation techniques;	Yes
10	ENGL	100	Writing Workshop	write an argumentative essay that generates novel ideas (those that add to the conversation rather than repeating the author's ideas) related to the topic and the readings;	Yes

11	ENGL	100	Writing Workshop	write compositions (e.g., summaries and argumentative essays) that are easy to read and follow, though some errors in grammar, mechanics, spelling, or diction may exist;	No
12	ENGL	100	Writing Workshop	proofread and edit essays for content, language, citation, and formatting problems.	Yes
13	ESL	141	Grammar and Writing IV	Compose a 400 to 450-word thesis-based essay which:  (a) summarizes and cites appropriately a reading passage provided as a prompt,  (b) includes a clear thesis statement,  (c) uses evidence to support the thesis,  (d) shows clear organization into an introduction, body, and conclusion, and  (e) uses appropriate rhetorical modes such as comparison/contrast, cause/effect, and persuasion in order to support a thesis.	Yes

#### EXIT STANDARDS

- 1 evaluate how works of fiction, poetry, essays, and other creative expressions in the Armenian-American community foster identity in a diaspora, challenge stereotypes and gender roles, and investigate the negotiated roles of faith;
- 2 define sense of belonging in the Armenian diaspora, particularly in Los Angeles, while navigating cultural traditions, assimilative forces, and linguistic spaces;
- 3 examine critically the conflicts of identity in the Armenian-American community and how the arts have been used to remedy multigenerational trauma following the genocide;
- 4 examine comical and satirical artists in social media and through live performance to demystify beliefs surrounding archetypical and stereotypical modes of being an Armenian-American.

#### STUDENT LEARNING OUTCOMES

- 1 Evaluate the various forces that have defined the Armenian-American experience through thesis-based essays and public writing;
- 2 appraise the diasporic experience of Armenian-Americans within the larger context of contemporary immigrant American creative arts;
- 3 use existing resources to identify, research, and access local examples of creative expression within the Armenian-American community;
- 4 recognize the links between local creative works in Los Angeles and the United States and the broader context of world culture.

**COURSE CONTENT WITH INSTRUCTIONAL HOURS**

	<b>Description</b>	<b>Lecture</b>	<b>Lab</b>	<b>Total Hours</b>
1	<p>Identity, Music, Literature, and Art</p> <ul style="list-style-type: none"> <li>• Ethnicity in the US (negotiated “whiteness” and marginalization)</li> <li>• Armenian/s: Plurality of diasporic identities</li> <li>• Separation and divisions in community, based on country of origin</li> <li>• Popular Culture representations of Armenian culture</li> <li>• Armenian-isms</li> <li>• Stereotype Threat</li> <li>• How the American-Armenian identity morphed in response to current political movements</li> </ul>	10	0	10
2	<p>Assimilation vs. Acclimation, Literature, Music, Comedy</p> <ul style="list-style-type: none"> <li>• Waves of Armenian immigrants</li> <li>• Immigration vs. Diaspora</li> <li>• Assimilation of values and vices</li> <li>• Acclimatization as defiance</li> <li>• Shame as social motivator</li> <li>• Inclusion and Belonging</li> <li>• Translocation and Dislocation</li> <li>• Ethnopolitical entrepreneurship</li> </ul>	7	0	7
3	<p>Gender, Literature, Arts, and Film</p> <ul style="list-style-type: none"> <li>• Armenian women in America</li> <li>• Feminism</li> <li>• Motherhood as Armenianness</li> <li>• Masculinity as survival skill</li> <li>• LGBTQ+ Armenian</li> </ul>	7	0	7
4	<p>Religion, Architecture, and Theatre</p> <ul style="list-style-type: none"> <li>• Decoration vs. Devotion</li> <li>• Iconography as identity</li> <li>• The business of faith</li> <li>• Religion and capitalism in Armenian faith</li> <li>• Ancient folklore and modern incarnations</li> </ul>	10	0	10
5	<p>Language, Literature, and Art</p> <ul style="list-style-type: none"> <li>• Language as identity</li> <li>• Language as nation</li> <li>• Speaking to belong</li> <li>• Space and place: Armenian as location</li> </ul>	4	0	4

6	<b>Social Media and Technology, Comedy, and Literature</b> <ul style="list-style-type: none"> <li>• Armenian memes</li> <li>• Social media satire, comedy, and commentary</li> <li>• Armenian hubs, bias, indoctrination</li> </ul>	5	0	5
7	<b>Displacement and Multigenerational Trauma, Film, and Art</b> <ul style="list-style-type: none"> <li>• Generational impact of genocide</li> <li>• Post-Traumatic Stress</li> <li>• Artsakh 2020 and beyond</li> </ul>	5	0	5
8	<b>Perception of and Treatment for Disability, Displacement and Multigenerational Trauma, Literature, and Theatre</b> <ul style="list-style-type: none"> <li>• Stigma surrounding difference and disability</li> <li>• Armenians and addiction   therapy   not knowing how to ask for help</li> <li>• cultural expectations, historical impacts and complex PTSD</li> </ul>	6	0	6
				<b>54</b>

#### **OUT OF CLASS ASSIGNMENTS**

- 1 journal and informal writing (e.g. Have someone make you Armenian coffee and read the grinds remaining in your cup or research this process online. Explain your fortune);
- 2 preparation for group and online discussion (e.g. In groups, discuss how the Armenian flag is displayed in the city of Glendale and what these displays may suggest about the local community);
- 3 individual or group projects (e.g. research and create an infographic for an Armenian landmark, statue, mural, piece of installed art located anywhere in the diaspora);
- 4 field or campus activity (e.g. Field trip to Armenian American Museum and Museum of Tolerance, compare/contrast works on the same topic, such as trauma, displacement, war, or poetry);
- 5 creative assignments (e.g. Write a spoken word poem about your experience with immigration, diaspora, or belonging in a positive way);
- 6 essays and public writing (e.g. Research the history of your name. Try to find documents, stories, failures, triumphs, strange situations, and learn about your ancestry).

#### **METHODS OF EVALUATION**

- 1 reading responses and other informal writing;
- 2 group projects, including debates, presentations, and multi-modal or multi-media projects;
- 3 quizzes;
- 4 essay examinations;

## METHODS OF INSTRUCTION

- Lecture
- Laboratory
- Studio
- Discussion
- Multimedia
- Tutorial
- Independent Study
- Collaboratory Learning
- Demonstration
- Field Activities (Trips)
- Guest Speakers
- Presentations

## TEXTBOOKS

Title	Type	Publisher	Edition	Medium	Author	ISBN	Date
Forgotten Bread: First-Generation Armenian American Writers	Required	Heyday			Kherdian, David	978-1597140683	2008
Armenian-American Sketches	Required	Fresno State			Keljik, Bedros	978-0912201610	2020

## PROPOSAL

**COURSE DISCIPLINE :** ST DV  
**COURSE NUMBER :** 130  
**COURSE TITLE (FULL) :** Professional Career Paths - Business  
**COURSE TITLE (SHORT) :** Professional Career Paths - Business

### CALIFORNIA STATE UNIVERSITY SYSTEM C-ID :

#### CATALOG DESCRIPTION

ST DV 130 introduces the main components of identifying a major in business entrepreneurship and management. Career fields include, but are not limited to, management, marketing, sales, real estate, banking, finance, human resources, database administration, and computer support for business organization. Through self-assessment, this course explores individual work interests, personality, preferences/ temperament, skills, values, strengths, and career goals in order to find purpose in academic curriculum. This course includes career planning, occupational research, and career decision-making to formulate a real-world perspective on the local and national opportunities in these fields and the requirements needed to achieve them. Topics include job searching, networking, and interviewing skills in preparation for an internship search, as well as how to research job trends, salary, employment projections, and educational requirements. 54 lecture hours.

#### CATALOG NOTES

Recommended Preparation: Eligibility for ESL 141, English 101+ Transfer Credit: CSU/UC

Total Lecture Units:3.00

Total Laboratory Units: 0.00

**Total Course Units: 3.00**

Total Lecture Hours:54.00

Total Laboratory Hours: 0.00

Total Laboratory Hours To Be Arranged: 0.00

**Total Contact Hours: 54.00**

**Recommended Preparation:**

ESL - 141 - Grammar and Writing IV

ENGL - 100 - Writing Workshop

**PRECONDITIONS FOR ENROLLMENT**

And/Or	Course	Type	Req. Is Being
	ESL - 141 - Grammar and Writing IV	Recommended Preparation	Added
Or	ENGL - 100 - Writing Workshop	Recommended Preparation	Added

**ENTRY STANDARDS**

	Subject	Number	Title	Description	Include
1	ESL	141	Grammar and Writing IV	Compose a 400 to 450-word thesis-based essay which:  (a) summarizes and cites appropriately a reading passage provided as a prompt,  (b) includes a clear thesis statement,  (c) uses evidence to support the thesis,  (d) shows clear organization into an introduction, body, and conclusion, and  (e) uses appropriate rhetorical modes such as comparison/contrast, cause/effect, and persuasion in order to support a thesis.	Yes
2	ENGL	100	Writing Workshop	Read, analyze, and evaluate contemporary articles and stories to identify topic, thesis, support, transitions, conclusion, audience, and tone;	Yes
3	ENGL	100	Writing Workshop	read, analyze, and evaluate student compositions for unity, development, use of evidence, interpretation, coherence, and variety of sentence form;	Yes
4	ENGL	100	Writing Workshop	write a summary of a contemporary article or story with correct citation techniques;	Yes
5	ENGL	100	Writing Workshop	write an argumentative essay that has an introduction, body paragraphs, and a conclusion, demonstrating a basic understanding of essay organization;	Yes
6	ENGL	100	Writing Workshop	write an argumentative essay that integrates the ideas of others (i.e., authors) through paraphrasing, summarizing, and quoting with correct citation techniques;	Yes

7	ENGL	100	Writing Workshop	write compositions (e.g., summaries and argumentative essays) that are easy to read and follow, though some errors in grammar, mechanics, spelling, or diction may exist;	Yes
8	ENGL	100	Writing Workshop	proofread and edit essays for content, language, citation, and formatting problems.	Yes

### EXIT STANDARDS

- 1 Identify important values, skills, and interests as they relate to Business, Entrepreneurship and Management LPP
- 2 Rank and determine preferred skills, values, and interests.
- 3 Connect personality preferences/temperament and how they influence the career decision making process and career satisfaction.
- 4 Develop career portfolio for more targeted career decision making.
- 5 Differentiate between various Business, Entrepreneurship and Management LPP occupational data and how it relates to career satisfaction.
- 6 Select a Business, Entrepreneurship and Management LPP tentative career goal compatible with one's values, personality, skills, interests, and goals.
- 7 Develop a Student Education Plan and career plan based on tentative career goal selected.
- 8 Demonstrate an understanding of career life balance and how it relates to the world ofwork.
- 9 Use the Career Center resources available for research and the important sources oflabor market information (reference books, computer databases, etc.).
- 10 Apply the skills of networking, informational interviews, and other job prep resources.
- 11 Write a proper resume and cover letter that adheres to Business occupational standards.
- 12 Locate and apply to internships, part-time, and full-time positions.

### STUDENT LEARNING OUTCOMES

- 1 Identify best fit Business, Entrepreneurship and Management LPP careers that correlate with values, skills, personality preferences, and interests.
- 2 Utilize the Career Center resources available for occupational research
- 3 Create a comprehensive student education plan as it relates to their academic and career goals

**COURSE CONTENT WITH INSTRUCTIONAL HOURS**

	<b>Description</b>	<b>Lecture</b>	<b>Lab</b>	<b>Total Hours</b>
1	<p>Career Decision Making Process</p> <ul style="list-style-type: none"> <li>• Self- Assessment</li> <li>• Career Exploration</li> <li>• Career Identification</li> <li>• Action Plan</li> </ul>	3	0	3
2	<p>Values Assessment</p> <ul style="list-style-type: none"> <li>• Values as they relate to Business, Entrepreneurship and Management LPP</li> <li>• Influences on individual values (family, culture, religion) and personal philosophies</li> <li>• Role of values in contributing to career goals and work environment choices</li> </ul>	5	0	5
3	<p>Business, Entrepreneurship and Management LPP Interest Inventories</p> <ul style="list-style-type: none"> <li>• Interest inventories (Holland Theory), evaluation, and interpretation</li> </ul>	5	0	5
4	<p>Personality Assessment</p> <ul style="list-style-type: none"> <li>• Personality/ temperament preference assessment, evaluation, and interpretation</li> <li>• Personality preferences desired in Business, Entrepreneurship and Management LPP professionals</li> </ul>	5	0	5

5	<p>Skills</p> <ul style="list-style-type: none"> <li>• Skills inventories to develop and identify current skills sets valued by Business, Entrepreneurship and Management LPP professionals</li> <li>• Transferrable soft and hard skills necessary for the Business, Entrepreneurship and Management LPP (professional interactions, workplace skills, job preparation)</li> <li>• Critical Thinking</li> <li>• Problem Solving</li>   <li>• Develop Team Building Skills</li> <li>• Effective communication</li> <li>• Listening</li> <li>• Speaking</li> <li>• Non-verbal</li> <li>• Written</li> </ul>	5	0	5
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6	<p>Business, Entrepreneurship and Management LPP Industries and Occupational Data</p> <ul style="list-style-type: none"> <li>• Introduction to careers within business emphases/ concentrations (management, entrepreneurship, accounting, marketing, sales, real estate, banking, finance, human resources, international business/trade/commerce, organizational leadership, management information systems, database administration, network systems, and computer support for business organizations)</li> <li>• Navigate career resources such as career literature, web resources (as listed below), industry and faculty panels</li> <li>• Research labor market and economic trends and their effects on career satisfaction</li> <li>• Learn informational interviewing techniques as a resource for career research and networking</li> </ul>	5	0	5
7	<p>Business, Entrepreneurship and Management LPP Industries Portfolio</p> <ul style="list-style-type: none"> <li>• Understand and connect career assessments results as they relate to careers of interest</li> <li>• Education and training needed for potential careers</li> <li>• Development of short- and long-term goals</li> <li>• Evaluation of career research information</li> </ul>	5	0	5
8	<p>Understand Your Personal Preferences/ Temperament</p> <ul style="list-style-type: none"> <li>• Envision the future by defining career satisfaction</li> <li>• Interpret personal preferences/ temperament to determine an ideal Business, Entrepreneurship and Management LPP emphases/ concentration and occupations</li> </ul>	5	0	5

9	<p>Determine Lifestyles and Personal Values for Career Satisfaction</p> <ul style="list-style-type: none"> <li>• Connect personal life goals to career satisfaction</li> <li>• Create work-life balance</li> </ul>	5	0	5
10	<p>Career Plan</p> <ul style="list-style-type: none"> <li>• Determine possible Business, Entrepreneurship and Management LPP career occupations</li> <li>• Clarify educational pathway and develop Comprehensive Student Educational Plan (CSEP)</li> <li>• Align educational goals to create a career development plan</li> <li>• Explain certificate, AD-T, AA/AS degree, and/or transfer requirements, job preparation and experience required of career choice</li> </ul>	6	0	6
11	<p>Career/Life Management Strategies</p> <ul style="list-style-type: none"> <li>• Focus on evolution of the workplace</li> <li>• Adaptability to the changing world of work</li> <li>• Resiliency</li> <li>• Coping/ Stress Management</li> </ul>	5	0	5
				<b>54</b>

#### **OUT OF CLASS ASSIGNMENTS**

- 1 Occupational Career Research Assignment: After narrowing down occupational options, research Business, Entrepreneurship and Management LPP careers in depth.
- 2 Informational Interview Assignment: Summarize results of informational interviews and evaluate in relationship to Business, Entrepreneurship and Management LPP career.
- 3 Business, Entrepreneurship and Management LPP career exploration and comparison assignment
- 4 Career Portfolio (different types of portfolio- different options)
- 5 Resume (Attend Resume Writing for Business Careers Workshop)
- 6 Appointment with Career Counselor

## METHODS OF EVALUATION

- 1 Class Participation
- 2 Class Work
- 3 Competency based writing which demonstrate the students' ability to apply skills and concepts learned to minimum standards established by the instructor
- 4 Group Projects
- 5 Homework
- 6 Oral Presentations
- 7 Papers
- 8 Portfolios
- 9 Individual Projects
- 10 Research Projects
- 11 Career Journal

## METHODS OF INSTRUCTION

- Lecture
- Laboratory
- Studio
- Discussion
- Multimedia
- Tutorial
- Independent Study
- Collaboratory Learning
- Demonstration
- Field Activities (Trips)
- Guest Speakers
- Presentations

## TEXTBOOKS

Title	Type	Publisher	Edition	Medium	Author	ISBN	Date
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Career Clusters Website	Required	Dept of Labor		OER	O*NET Dept of Labor	<a href="https://www.onetonline.org/find/career?c=4&amp;g=Go">https://www.onetonline.org/find/career?c=4&amp;g=Go</a> and <a href="https://www.onetonline.org/find/career?c=11&amp;g=Go">https://www.onetonline.org/find/career?c=11&amp;g=Go</a>	2021
Occupation Outlook Handbook	Required	Dept of Labor		OER	U.S. BUREAU OF LABOR STATISTICS	<a href="https://www.bls.gov/oo/h/">https://www.bls.gov/oo/h/</a>	2021
Career Field - Business Information and Resources Website	Required	UC Berkeley		OER	UC Berkeley Career Center	<a href="https://career.berkeley.edu/Business/Business">https://career.berkeley.edu/Business/Business</a>	2021
Business Degrees and Careers Website	Required			OER	Learn How to Become	<a href="https://www.learnhowtobecome.org/finance-business-careers/">https://www.learnhowtobecome.org/finance-business-careers/</a>	2021
IT Career Paths Website	Required	ITCareerFinder		OER	IT Career Finder	<a href="https://www.itcareerfinder.com/it-careers.html">https://www.itcareerfinder.com/it-careers.html</a>	2021
Candid Career Website	Required			OER	Candid Career	<a href="https://www.candidcareer.com/channel_detail.php?chid=18&amp;p=industry&amp;shared=Glenale&amp;UID=4417">https://www.candidcareer.com/channel_detail.php?chid=18&amp;p=industry&amp;shared=Glenale&amp;UID=4417</a>	2021
Career Coach	Required	CCCCO		OER	CCCCO	<a href="https://www.glendale.edu/about-gcc/gcc/career-coach">https://www.glendale.edu/about-gcc/gcc/career-coach</a>	2021
EUREKA: A goldmine of Career Information website	Required			OER	EUREKA/State of CA	<a href="https://www.eureka.org/join/user_info.asp">https://www.eureka.org/join/user_info.asp</a>	2021
College Central Network: Glendale Community College Website	Required	Central College Network		OER	College Central Network	<a href="https://www.collegecentral.com/glendale/index.cfm">https://www.collegecentral.com/glendale/index.cfm</a>	2021
What Can I Do With This Major? Website	Required	University of Tennessee's Center for Career Development		OER	University of Tennessee's Center for Career Development	<a href="https://whatcanidowiththismajor.com/major/majors/">https://whatcanidowiththismajor.com/major/majors/</a>	2021

Glendale Community College Career Center Website	Required	Glendale Community College		OER	Glendale Community College	<a href="https://www.glendale.edu/students/student-services/career-center">https://www.glendale.edu/students/student-services/career-center</a>	2021
Career/Life Planning and Personal Self Exploration	Required			OER	Santa Ana College	<a href="https://courses.lumenlearning.com/sac-counseling116/">https://courses.lumenlearning.com/sac-counseling116/</a>	

GLENDALE COMMUNITY COLLEGE DISTRICT

December 21, 2021

CONSENT CALENDAR NO. 7

TO: Board of Trustees  
SUBMITTED BY: David Viar, Superintendent/President  
REVIEWED BY: Michael Ritterbrown, Vice President, Instructional Services  
PREPARED BY: Hasmik Sarkissian, Office of Vice President, Instructional Services  
SUBJECT: REVISED COURSES

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DESCRIPTION OF HISTORY / BACKGROUND

The attached document represents changes to the courses that have been vetted by the divisions and approved by the Curriculum & Instruction (C&I), Academic Affairs, and College Executive Committees.

COMMITTEE HISTORY

See the dates listed on the attached document.

FISCAL IMPACT

None

RECOMMENDATION

The Superintendent/President recommends that the Board of Trustees approve the revised courses as presented.

## Course Revisions

Course Number	Type of Change	Curriculum and Instruction Approval	Academic Affairs Committee Approval	College Executive Review
BIOL 145, 146	Reinstating Course	(Oct. 27, 2021 1 <sup>st</sup> Reading, Oct. 27, 2021 2 <sup>nd</sup> Reading)	November 17, 2021	December 14, 2021
CHLDV 215	Change in Catalog Description	(Oct. 27, 2021 1 <sup>st</sup> Reading, Oct. 27, 2021 2 <sup>nd</sup> Reading)	November 17, 2021	December 14, 2021
ECT 50	Change in Prerequisite	(Oct. 27, 2021 1 <sup>st</sup> Reading, Oct. 27, 2021 2 <sup>nd</sup> Reading)	November 17, 2021	December 14, 2021
ENGL 101, 101+, 101H, 103, 105, 106, 109, 112, 122, 123, 125, 127	Change in Prerequisite	(Nov. 10, 2021 1 <sup>st</sup> Reading, Nov. 10, 2021 2 <sup>nd</sup> Reading)	November 17, 2021	December 14, 2021
ESL 90	Change in Catalog Description	(Nov. 10, 2021 1 <sup>st</sup> Reading, Nov. 10, 2021 2 <sup>nd</sup> Reading)	November 17, 2021	December 14, 2021
ETH S 110, 111, 121	Change in Catalog Description	(Oct. 27, 2021 1 <sup>st</sup> Reading, Oct. 27, 2021 2 <sup>nd</sup> Reading)	November 17, 2021	December 14, 2021
HUMAN 105, 105H, 110, 111, 115, 117, 125	Change in Catalog Description	(Nov. 10, 2021 1 <sup>st</sup> Reading, Nov. 10, 2021 2 <sup>nd</sup> Reading)	November 17, 2021	December 14, 2021

GLENDALE COMMUNITY COLLEGE DISTRICT

December 21, 2021

CONSENT CALENDAR NO. 8

TO: Board of Trustees

SUBMITTED BY: David Viar, Superintendent/President

REVIEWED BY: Michael Ritterbrown, Vice President, Instructional Services

PREPARED BY: Hasmik Sarkissian, Office of Vice President, Instructional Services

SUBJECT: PROPOSED NEW PROGRAMS

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DESCRIPTION OF HISTORY / BACKGROUND:

**Noncredit Business – Drafting and Basic Interior Design Certificate**

This certificate gives students the opportunity to use mathematical skills required for occupational needs, and fundamentals of drafting techniques used in architectural drawing, and the basic design procedure relative to good residential planning. Students will complete 172 hours of learning to achieve this program certificate.

Required Courses:

STV 250	Practical Mathematics for Trades
STV 153	Drafting and Basic Design Mirrored Course

**Noncredit Business – Google Workspace Certificate**

This certificate of Completion prepares students for cloud-based office technology. Students acquire proficiency in creating documents and forms in the cloud, backing up files, and collaborating with others on documents, worksheets, calendars, etc. This program allows students to develop familiarity with the various Google apps and prepares them for all modalities of a technologically dynamic office. This program is designed in response to the current need for proficiency in cloud-based office technology. It is designed for students interested in entering employment in a business office or to enhance the skills they already possess. Students will complete 48-64 hours to achieve the certificate.

Required Courses:

STV 72	Google Workspace Fundamentals
STV 73	Google Workspace Intermediate

**Business Division – Healthcare Administration AS Degree**

This Health Administration degree prepares students for entry-level coordination, assisting, and other support services and management and leadership roles in health services and related organizations and systems. Students will complete 25 units.

**Required Courses:**

- MOA 180 Health Information Management & HIPAA Standards
- MOA 183 Introduction to Health Insurance & Reimbursement
- MOA 184 Health Care Delivery Systems
- MOA 185 Medical Office Administration
- MOA 188 Healthcare Law and Ethics
- MOA 190 Fundamentals of Healthcare Administration
- MOA 191 Introduction to Public Health & Community
- MOA 192 Healthcare Quality Management and Performance

**Business Division – Healthcare Administration Certificate**

The Health Administration AS prepares students for entry-level coordination, assisting, and other support services and management and leadership roles in health services and related organizations and systems. Students will complete 25 units.

**Required Courses:**

- MOA 180 Health Information Management & HIPAA Standards
- MOA 183 Introduction to Health Insurance & Reimbursement
- MOA 184 Health Care Delivery Systems
- MOA 185 Medical Office Administration
- MOA 188 Healthcare Law and Ethics
- MOA 190 Fundamentals of Healthcare Administration
- MOA 191 Introduction to Public Health & Community
- MOA 192 Healthcare Quality Management and Performance

**COMMITTEE HISTORY**

Curriculum & Instruction Committee	October 27, 2021 (First Reading)
Curriculum & Instruction Committee	November 11, 2021 (Second Reading)
Academic Affairs Committee	November 17, 2021
College Executive Committee	December 14, 2021

**FISCAL IMPACT**

None

**RECOMMENDATION**

The Superintendent/President recommends that the Board of Trustees approve the new programs as presented.

## **PROPOSAL**

### **ITEM 1: PROGRAM GOALS AND OBJECTIVES**

This certificate is part of the noncredit "mirrored" courses in which a limited amount of seats in the class are designated for noncredit students. These students will complete Math for the Trades (STV250), a contextualized math class for CTE, making them eligible for STV153 Interior Design Mirrored Class, a mirrored course for ARCH101. Noncredit courses often serve as a first point of entry to college. Mirrored courses can build a pathway to credit and can serve as low risk/low cost transition point for students who are unsure about college. They can build confidence in adult learners while providing essential skills (show them they can succeed in credit) via a certificate.

#### **Program Learning Outcomes:**

Prepare to enter the workforce as an entry level architectural and/or interior designer technician; plan for continuation in the architectural skill award certification in any of these three areas: computer aided design, architectural design, and architectural visualization.

### **ITEM 2: CATALOG DESCRIPTION**

This certificate gives students the opportunity to use mathematical skills required for occupational needs, and fundamentals of drafting techniques used in architectural drawing, and the basic design procedure relative to good residential planning. Students will complete 172 hours of learning to achieve this program certificate.

### **ITEM 3: ENROLLMENT AND COMPLETER PROJECTIONS**

The intent of this certificate is to assist students interested in beginning and hopefully continuing in Drafting and Interior Design as credit students, achieving the next levels offered by the ARCH department.

Annual Completers : 10

### **ITEM 4. PLACE OF PROGRAM IN CURRICULUM/SIMILAR PROGRAMS**

This program is unique to the college. It provides an "onramp" for noncredit students who are interested in taking drafting for interior design. These students may continue in the credit program that already exists.

### **ITEM 5: SIMILAR PROGRAMS AT OTHER COLLEGES IN SERVICE AREA**

N/A

**ITEM 6: TABLE OF PROGRAM REQUIREMENTS**

**PROGRAM TITLE:** Drafting and Basic Interior Design

**REQUIRED COURSES**

	<b>Subject</b>	<b>Number</b>	<b>Title</b>	<b>CSU-GE</b>	<b>IGETC</b>	<b>Units</b>
			<b>REQUIRED COURSES WITHOUT OPTIONS</b>			172 - 172
	STV	<b>250</b>	Practical Mathematics for Trades			0
	STV	<b>153</b>	Drafting and Basic Design Mirrored Course			0

## **PROPOSAL**

### **ITEM 1: PROGRAM GOALS AND OBJECTIVES**

With the expansion of online office systems, cloud based technology, and the need for collaborative platforms, many business offices utilize Google Workspace as their enterprise platform. Students seeking employment in business offices will enhance their office skills with this two-course certificate and increase their employability. Students will be able to create and customize a Google account for business and personal use, demonstrate skills of searching, creating, and organizing Gmail workspace, configure collaboration features with Google docs, slides, sheets, and forms, and synchronize between multiple devices when using various Google platform applications. Students will complete 48-64 hours to achieve the certificate.

#### **Program Learning Outcomes:**

Complete common workplace activities using cloud-based tools to create and share documents, spreadsheets, presentations, and files;  
prepare for entry level employment in office technology through proficiency in Google Workspace cloud computing.

### **ITEM 2: CATALOG DESCRIPTION**

This certificate of Completion prepares students for cloud based office technology. Students acquire proficiency in creating documents and forms in the cloud, backing up files, and collaborating with others on documents, worksheets, calendars, etc. This program allows students to develop familiarity with the various Google apps and prepares them for all modalities of a technologically dynamic office. This program is designed in response to the current need for proficiency in cloud based office technology. It is designed for students interested in entering employment in a business office or to enhance the skills they already possess. Students will complete 48-64 hours to achieve the certificate.

### **ITEM 3: ENROLLMENT AND COMPLETER PROJECTIONS**

This program will attract students new to office technology, as well as existing employees who wish to become fluent in cloud based technology.

Annual Completers : 35

### **ITEM 4. PLACE OF PROGRAM IN CURRICULUM/SIMILAR PROGRAMS**

CS/IS provides courses in cloud computing from CS/IS 101 to much more advanced programs for those students interested in careers in Computer Science and Security, etc.. Google Workspace is

just one component of cloud computing, embedded in office technology and entry level employability.

**ITEM 5: SIMILAR PROGRAMS AT OTHER COLLEGES IN SERVICE AREA**

As mentioned above, unlike the cloud computing programs offered by our credit campus, this program is a very specific program geared toward immediate employability and/or use in education.

**ITEM 6: TABLE OF PROGRAM REQUIREMENTS**

**PROGRAM TITLE:** Google Workspace

**REQUIRED COURSES**

	<b>Subject</b>	<b>Number</b>	<b>Title</b>	<b>CSU-GE</b>	<b>IGETC</b>	<b>Units</b>
			<b>REQUIRED COURSES WITHOUT OPTIONS</b>			48 - 64
	STV	<b>72</b>	Google Workspace Fundamentals			0
	STV	<b>73</b>	Google Workspace Intermediate			0
			<b>REQUIRED COURSES WITH OPTIONS</b>			0 - 0

## **PROPOSAL**

### **ITEM 1: PROGRAM GOALS AND OBJECTIVES**

Associate Degree in Healthcare Administration is designed to provide students with the common core of lower division courses required to seek an entry level position with a Medical Clinic, any outpatient Patient Center or a Inpatient Hospital location. This degree provides students foundational knowledge in the field of Healthcare Administration including management, healthcare law, HIPAA privacy standards, quality data analytics, and leadership along with health Information management. The skills offered in the degree will provide as tools for inquiry into community health, along with local, regional and national healthcare regulation within the discipline. The Healthcare Administration Degree is extremely relevant due to the high percentage of job growth due to aging population, health disparities, and increase healthcare regulation and policy affecting the delivery of healthcare services. This certificate will prepare students to take advantage of the opportunities in one of the fast growing industries in the United States. Employment of medical and health service assistants, coordinators and managers is expected to grow 20% from 2016 to 2026 according to the Bureau of Labor and Statistics.

#### **Program Learning Outcomes:**

Prepare students for a career in the healthcare industry by completing the Health Care Administration Certificate.

Describe the value of personal and professional development, health and community service, and life-long learning in healthcare management.

Analyze the impact of healthcare administration on healthcare delivery within the community

### **ITEM 2: CATALOG DESCRIPTION**

This Health Administration degree prepares students for entry-level coordination, assisting, and other support services and management and leadership roles in health services and related organizations and systems. Students will complete 25 units.

### **ITEM 3: ENROLLMENT AND COMPLETER PROJECTIONS**

Yes this program is a built as a stackable curriculum and 5 out of the 8 courses in this program are already used in other certificates/degrees, I hope to see a enrollment increase within the next few years which is difficult to forecast considering current economic and political environment

Annual Completers : 30

### **ITEM 4. PLACE OF PROGRAM IN CURRICULUM/SIMILAR PROGRAMS**

Medical Coding Assistant Administrative Medical Coding Assistant Medical Front office

**ITEM 5: SIMILAR PROGRAMS AT OTHER COLLEGES IN SERVICE AREA**

Certificate of Completion - Medical Office Administration - Pasadena City College AST- Transfer - Public Health - Pasadena City College Certificate/AS Degree Administrative Medical Assistant - East Los Angeles College

**ITEM 6: TABLE OF PROGRAM REQUIREMENTS**

**PROGRAM TITLE:** Healthcare Administration AS Degree

**REQUIRED COURSES**

	<b>Subject</b>	<b>Number</b>	<b>Title</b>	<b>CSU-GE</b>	<b>IGETC</b>	<b>Units</b>
			<b>REQUIRED COURSES WITHOUT OPTIONS</b>			25 - 25
	MOA	<b>180</b>	Health Information Management & HIPAA Standards			3
	MOA	<b>183</b>	Introduction to Health Insurance & Reimbursement			4
	MOA	<b>184</b>	Health Care Delivery Systems			3
	MOA	<b>185</b>	Medical Office Administration			3
	MOA	<b>188</b>	Healthcare Law and Ethics			3
	MOA	<b>190</b>	Fundamentals of Healthcare Administration			3
	MOA	<b>191</b>	Introduction to Public Health & Community			3
	MOA	<b>192</b>	Healthcare quality management and performance			3

## **PROPOSAL**

### **ITEM 1: PROGRAM GOALS AND OBJECTIVES**

Associate Degree in Healthcare Administration is designed to provide students with the common core of lower division courses required to seek an entry level position with a Medical Clinic, any outpatient Patient Center or a Inpatient Hospital location. This certificate provides students foundational knowledge in the field of Healthcare Administration including management, healthcare law, HIPAA privacy standards, quality data analytics, and leadership along with health Information management. The skills offered in the degree will provide as tools for inquiry into community health, along with local, regional and national healthcare regulation within the discipline. The Healthcare Administration Certificate is extremely relevant due to the high percentage of job growth due to aging population, health disparities, and increase healthcare regulation and policy affecting the delivery of healthcare services. This certificate will prepare students to take advantage of the opportunities in one of the fast growing industries in the United States. Employment of medical and health service assistants, coordinators and managers is expected to grow 20% from 2016 to 2026 according to the Bureau of Labor and Statistics.

#### **Program Learning Outcomes:**

Prepare students for a career in the healthcare industry by completing the Health Care Administration Certificate.

Analyze the impact of healthcare administration on healthcare delivery within the community

Describe the value of personal and professional development, health and community service, and life-long learning in healthcare management.

### **ITEM 2: CATALOG DESCRIPTION**

The Health Administration AS prepares students for entry-level coordination, assisting, and other support services and management and leadership roles in health services and related organizations and systems. Students will complete 25 units.

### **ITEM 3: ENROLLMENT AND COMPLETER PROJECTIONS**

Yes this program is a built as a stackable curriculum and 5 out of the 8 courses in this program are already used in other certificates/degrees, I hope to see a enrollment increase within the next few years which is difficult to forecast considering current economic and political environment

Annual Completers : 30

### **ITEM 4. PLACE OF PROGRAM IN CURRICULUM/SIMILAR PROGRAMS**

Medical Coding Assistant Administrative Medical Coding Assistant Medical Front office

**ITEM 5: SIMILAR PROGRAMS AT OTHER COLLEGES IN SERVICE AREA**

Certificate of Completion - Medical Office Administration - Pasadena City College AST- Transfer -  
 Public Health - Pasadena City College Certificate/AS Degree Administrative Medical Assistant -  
 East Los Angeles College

**ITEM 8: TABLE OF PROGRAM REQUIREMENTS**

**PROGRAM TITLE:** Healthcare Administration Certificate

**REQUIRED COURSES**

	<b>Subject</b>	<b>Number</b>	<b>Title</b>	<b>CSU-GE</b>	<b>IGETC</b>	<b>Units</b>
			<b>REQUIRED COURSES WITHOUT OPTIONS</b>			25 - 25
	MOA	<b>180</b>	Health Information Management & HIPAA Standards			3
	MOA	<b>183</b>	Introduction to Health Insurance & Reimbursement			4
	MOA	<b>184</b>	Health Care Delivery Systems			3
	MOA	<b>185</b>	Medical Office Administration			3
	MOA	<b>188</b>	Healthcare Law and Ethics			3
	MOA	<b>190</b>	Fundamentals of Healthcare Administration			3
	MOA	<b>191</b>	Introduction to Public Health & Community			3
	MOA	<b>192</b>	Healthcare quality management and performance			3

GLENDALE COMMUNITY COLLEGE DISTRICT

December 21, 2021

CONSENT CALENDAR NO. 9

STAFFING REPORT NO. 6

TO: BOARD OF TRUSTEES

SUBMITTED: David Viar, Superintendent/President

REVIEWED BY: Victoria Simmons, Vice President, Human Resources

PREPARED BY: Frinna De La Cruz, Administrative Assistant IV-Confidential

SUBJECT: ACADEMIC, CLASSIFIED, ADMINISTRATOR, AND ALL OTHER TEMPORARY EMPLOYEE ACTIONS AND STUDENT EMPLOYEE REPORTS

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Pursuant to Board Policy 7110, Delegation of Authority, the Superintendent/President has authorized the attached staffing actions. The staffing actions are consistent with federal and state laws and regulations, District policies and regulations, applicable collective bargaining agreements, and the District budget.

The Superintendent/President recommends that the Board of Trustees confirm the following reports:

Academic Report  
Classified Report  
Administrator Report  
All Other Temporary Employee Actions Report  
Student Employee Report

Full Name	Location	Position	Dates	Acct #	Hours	Rate	FTE	Acct %	Board Action
<b>ACADEMIC</b>									
<b>Separation of Employment: Retirements/Resignations</b>									
Eby, Ms. Caitlin C	Visual and Performing Arts Division	Theatre Arts Instructor	11/05/21 -						Resignation
Burroughs, Mr. Ricky D.	Technology and Aviation Division	Fire Academy Adjunct	11/19/21 -						Separation
<b>All Other Academic Actions</b>									
Allen, Mr. Kenneth Robert	Technology and Aviation Division	Fire Academy Adjunct	01/10/22 - 02/17/22	01 0100 0 213500 1316		C IV-2		100	Adjunct Assignment - Hourly Rate (Appendix B1)
Bagan, Mr. Anthony	Technology and Aviation Division	Fire Academy Adjunct	01/10/22 - 02/17/22	01 0100 0 213500 1316		C II-6		100	Adjunct Assignment - Hourly Rate (Appendix B1)
Bateman, Mr. Kenneth L.	Technology and Aviation Division	Fire Academy Adjunct	01/10/22 - 02/17/22	01 0100 0 213500 1316		C II-6		100	Adjunct Assignment - Hourly Rate (Appendix B1)
Bishop, Mr. Ryan	Student Services	Adjunct Counselor	10/25/21 - 12/15/21	01 1000 0 630000 1450		C IV-3		100	Adjunct Assignment - Hourly Rate (Appendix B1)
Cason, Ms. Meghan Gaynor	Library and Learning Resources	Librarian Adjunct	02/21/22 - 06/15/22	01 1000 0 612000 1430		C IV-4		100	Adjunct Assignment - Hourly Rate (Appendix B1)
Cribbs, Ms. Margaret	Library and Learning Resources	Librarian Adjunct	01/10/22 - 02/17/22	01 1000 0 612000 1436		C III-6		100	Adjunct Assignment - Hourly Rate (Appendix B1)
Cribbs, Ms. Margaret	Library and Learning Resources	Librarian Adjunct	02/21/22 - 06/15/22	01 1000 0 612000 1430		C III-6		100	Adjunct Assignment - Hourly Rate (Appendix B1)
Delgado, Janelle	Continuing and Community Ed Center	Adjunct Counselor	10/18/21 - 12/15/21	03 2820 0 700001 1450	NTE 20 hrs/wk	C IV-1		100	Adjunct Assignment - Hourly Rate (Appendix B1)
DiGiovanna, Mr. Sam R	Technology and Aviation Division	Fire Academy Adjunct	01/10/22 - 02/17/22	01 0100 0 213500 1316		C II-6		100	Adjunct Assignment - Hourly Rate (Appendix B1)

Full Name	Location	Position	Dates	Acct #	Hours	Rate	FTE	Acct %	Board Action
Haney, Mr. David George (Dave Haney)	Technology and Aviation Division	Fire Academy Adjunct	01/10/22 - 02/17/22	01 0100 0 213500 1316		C IV-4		100	Adjunct Assignment - Hourly Rate (Appendix B1)
Khachikian, Ms. Angela	Library and Learning Resources	Librarian Adjunct	01/10/22 - 02/17/22	01 1000 0 612000 1436		C III-1		100	Adjunct Assignment - Hourly Rate (Appendix B1)
Knotts, Ms. Karen	Library and Learning Resources	Librarian Adjunct	02/21/22 - 06/15/22	01 1000 0 612000 1430		C III-6		100	Adjunct Assignment - Hourly Rate (Appendix B1)
Lima, Mr. Nicholas A.	Technology and Aviation Division	Fire Academy Adjunct	01/10/22 - 02/17/22	01 0100 0 213500 1316		C III-4		100	Adjunct Assignment - Hourly Rate (Appendix B1)
Miller, Mr. James	Technology and Aviation Division	Fire Academy Adjunct	01/10/22 - 02/17/22	01 0100 0 213500 1316		C II-6		100	Adjunct Assignment - Hourly Rate (Appendix B1)
Peltier, Mr. Craig	Technology and Aviation Division	Fire Academy Adjunct	01/10/22 - 02/17/22	01 0100 0 213500 1316		C II-4		100	Adjunct Assignment - Hourly Rate (Appendix B1)
Picerno, Mia M	Library and Learning Resources	Librarian Adjunct	01/10/22 - 02/17/22	03 0610 1 632100 1430		C III-2		100	Adjunct Assignment - Hourly Rate (Appendix B1)
Picerno, Mia M	Library and Learning Resources	Librarian Adjunct	01/10/22 - 02/17/22	01 1000 0 612000 1436		C III-2		100	Adjunct Assignment - Hourly Rate (Appendix B1)
Romero, Alberto C	Library and Learning Resources	Librarian Adjunct	01/10/22 - 02/17/22	01 1000 0 612000 1436		C IV-2		100	Adjunct Assignment - Hourly Rate (Appendix B1)
Sheldon, Ms. Christina	Library and Learning Resources	Librarian Adjunct	01/10/22 - 02/17/22	01 1000 0 612000 1436		C IV-4		100	Adjunct Assignment - Hourly Rate (Appendix B1)
Sheldon, Ms. Christina	Library and Learning Resources	Librarian Adjunct	02/21/22 - 06/15/22	01 1000 0 612000 1430		C IV-4		100	Adjunct Assignment - Hourly Rate (Appendix B1)

Full Name	Location	Position	Dates	Acct #	Hours	Rate	FTE	Acct %	Board Action
Sherman, Mr. James	Library and Learning Resources	Librarian Adjunct	02/21/22 - 06/15/22	01 1000 0 612000 1430		C IV-6		100	Adjunct Assignment - Hourly Rate (Appendix B1)
Suen, Mr. Chen J.	Technology and Aviation Division	Fire Academy Adjunct	01/10/22 - 02/17/22	01 0100 0 213500 1316		C IV-1		100	Adjunct Assignment - Hourly Rate (Appendix B1)
Sullivan, Ms. Patricia	Library and Learning Resources	Librarian Adjunct	02/21/22 - 06/15/22	01 1000 0 612000		C IV-6		100	Adjunct Assignment - Hourly Rate (Appendix B1)
Sullivan, Ms. Patricia	Library and Learning Resources	Librarian Adjunct	01/10/22 - 02/17/22	01 1000 0 612000 1436		C IV-6		100	Adjunct Assignment - Hourly Rate (Appendix B1)
Zollman, Ms. Andrea S	Library and Learning Resources	Librarian Adjunct	01/10/22 - 02/17/22	01 1000 0 612000 1436		C III-4		100	Adjunct Assignment - Hourly Rate (Appendix B1)
Grimaldi, Mr. John L.	Health Sciences Division	Health Sciences Adjunct	08/30/21 - 12/15/21	03 1150 1 125000 1460				100	Correction to the Board: 9/14/21; Account Number
Dudley, Miss Catherine Mary	Health Sciences Division	Nursing Instructor	08/30/21 - 12/15/21		NTE 80 hrs				Correction to the Board: 9/14/21;
Fallahi, Mr. Edwin	Continuing and Community Ed Center	Noncredit ESL Adjunct	01/10/22 - 02/17/22	03 2820 0 700001 1466		C III-4		30	Non-Instructional Assignment
Hovsepian, Mrs. Melina	Continuing and Community Ed Center	Noncredit ESL Adjunct	01/10/22 - 02/17/22	03 5370 2 150802 1466				40	Non-Instructional Assignment
AbiSaab, Samar	Continuing and Community Ed Center	Noncredit ESL Adjunct	01/10/22 - 02/17/22	03 5370 2 150802 1466	NTE 22 hrs	C III-2		100	Non-Instructional Assignment
AbiSaab, Samar	Office of VP Student Services	Noncredit ESL Adjunct	12/01/21 - 12/15/21	03 0610 0 632100 1460	NTE 10 hrs	C III-2		100	Non-Instructional Assignment
Borey, Mr. Christopher W.	Visual and Performing Arts Division	Media Adjunct	09/01/21 - 12/15/21	03 1100 0 060411 1460	NTE 6 hrs	C III-2		100	Non-Instructional Assignment
Borey, Mr. Christopher W.	Office of VP Student Services	Visual and Performing Arts Adjunct	10/08/21 - 12/15/21	03 0610 0 632100 1460	9 hrs	C III-2		100	Non-Instructional Assignment
Boyajyan, Miss Izabela	Technology and Aviation Division	Architecture Adjunct	01/10/22 - 02/17/22	03 1100 0 020111 1460	NTE 15 hrs	C III-4		100	Non-Instructional Assignment
Boyajyan, Miss Izabela	Technology and Aviation Division	Architecture Adjunct	02/22/22 - 06/15/22	03 1100 0 020111 1460	NTE 15 hrs	C III-4		100	Non-Instructional Assignment

01 = Day  
 02 = Evening  
 03 = Non-Credit

Rate Legend  
 C = Class in Salary Schedule  
 Example: C 1 - 1 = Class 1, Step 1

Full Name	Location	Position	Dates	Acct #	Hours	Rate	FTE	Acct %	Board Action
Calderone, Mrs. Erin E	Library and Learning Resources	Kinesiology Instructor	08/24/21 - 08/24/21	01 0100 0 675100 1310	2	C III-4		100	Non-Instructional Assignment
Calderone, Mrs. Erin E	Office of VP Student Services	Kinesiology Instructor	10/27/21 - 12/15/21	03 0610 0 632100 1460	4 hrs	C III-4		100	Non-Instructional Assignment
Canela, Ms. Marisela	Workforce Development	Adjunct Counselor	02/22/22 - 06/15/22	03 1152 2 499900 1450	NTE 23 hrs/wk	C III-4		100	Non-Instructional Assignment
Canela, Ms. Marisela	Workforce Development	Adjunct Counselor	01/10/22 - 02/17/22	03 1152 2 499900 1456	NTE 35 hrs/wk	C III-4		100	Non-Instructional Assignment
Cheeseman, Bonnie L	Continuing and Community Ed Center	Noncredit ESL Adjunct	01/10/22 - 02/17/22	03 5370 2 150802 1466	NTE 30 hrs	C III-4		100	Non-Instructional Assignment
Christy, Mrs. Alexandra	Continuing and Community Ed Center	Noncredit ESL Instructor	01/10/22 - 02/17/22	03 5370 2 150802 1466	NTE 40 hrs	C II-4		100	Non-Instructional Assignment
Cruz Jimenez, Ms. Gabriela	Workforce Development	Adjunct Counselor	01/10/22 - 02/17/22	03 1150 2 630000 1456	NTE 23 hrs/wk	C III-1		100	Non-Instructional Assignment
Cruz Jimenez, Ms. Gabriela	Workforce Development	Adjunct Counselor	02/22/22 - 06/15/22	03 1150 2 630000 1450	NTE 23 hrs/wk	C III-1		100	Non-Instructional Assignment
Cruz, Andres E	Continuing and Community Ed Center	Noncredit ESL Adjunct	01/10/22 - 02/17/22	03 5370 2 150802 1466	NTE 20 hrs	C III-4		100	Non-Instructional Assignment
Cruz, Andres E	Continuing and Community Ed Center	Noncredit ESL Adjunct	01/10/22 - 02/17/22	03 2820 0 700001 1466	NTE 12 hrs	C III-4		100	Non-Instructional Assignment
De La Rosa, April E	Health Sciences Division	Health Sciences Adjunct	12/01/21 - 12/07/21	03 3920 0 120300 1460	NTE 8 hrs	C II-1		100	Non-Instructional Assignment
Del Real, Mr. Antonio	Workforce Development	Adjunct Counselor	01/10/22 - 02/17/22	03 1150 2 630001 1456	NTE 23 hrs/wk	C III-4		100	Non-Instructional Assignment
Del Real, Mr. Antonio	Workforce Development	Adjunct Counselor	02/22/22 - 06/15/22	03 1150 2 630001 1450	NTE 23 hrs/wk	C III-4		100	Non-Instructional Assignment
DerBedrossian, Mrs. Romina	Continuing and Community Ed Center	Noncredit ESL Adjunct	01/10/22 - 02/17/22	03 5370 2 150802 1466	NTE 20 hrs	C III-4		100	Non-Instructional Assignment
Dickinson, Mrs. Lynn M	Library and Learning Resources	Language Arts Adjunct	08/24/21 - 08/24/21	01 0100 0 675100 1310	2	C III-4		100	Non-Instructional Assignment
Diehl, Ms. Deborah Lynn	Office of VP Student Services	Media Arts Instructor	10/08/21 - 12/15/21	03 0610 0 632100 1460	9 hrs	C III-4		100	Non-Instructional Assignment
Donayan, Ms. Sona S.	Technology and Aviation Division	Nutrition Instructor	01/10/22 - 02/17/22	03 1150 2 130600 1460	NTE 40 hrs	C III-4		100	Non-Instructional Assignment
Drummond, Mrs. Karin A	Continuing and Community Ed Center	Noncredit ESL Adjunct	01/10/22 - 02/17/22	03 5370 2 150802 1466	NTE 20 hrs	C III-4		100	Non-Instructional Assignment
Dudley, Miss Catherine Mary	Health Sciences Division	Nursing Instructor	01/10/22 - 02/17/22	03 1151 2 120300 1466	NTE 24 hrs	C III-4		100	Non-Instructional Assignment

Full Name	Location	Position	Dates	Acct #	Hours	Rate	FTE	Acct %	Board Action
Dulay, Ms. Breanna	Workforce Development	Adjunct Counselor	01/10/22 - 02/17/22	03 1150 2 630000 1456	NTE 23 hrs/wk	C III-4		100	Non-Instructional Assignment
Dulay, Ms. Breanna	Workforce Development	Adjunct Counselor	02/22/22 - 06/15/22	03 1150 2 630000 1450	NTE 23 hrs/wk	C III-4		100	Non-Instructional Assignment
Ernst, Ms. Megan	Continuing and Community Ed Center	Noncredit ESL Instructor	01/10/22 - 02/17/22	03 5370 2 150802 1466	NTE 40 hrs	C III-4		100	Non-Instructional Assignment
Ernst, Ms. Megan	Continuing and Community Ed Center	Noncredit ESL Instructor	01/10/22 - 02/17/22	03 2820 0 700001 1466	NTE 12 hrs	C III-4		100	Non-Instructional Assignment
Esmail, Ms. Karima	Health Sciences Division	Nursing Instructor	01/10/22 - 02/17/22	03 1151 2 120300 1466	NTE 20 hrs	C III-4		100	Non-Instructional Assignment
Fallahi, Mr. Edwin	Continuing and Community Ed Center	Noncredit ESL Adjunct	01/10/22 - 02/17/22	03 5370 2 150802 1466	NTE 14 hrs	C III-4		70	Non-Instructional Assignment
Fogarty, Kerry B	Continuing and Community Ed Center	Noncredit ESL Adjunct	01/10/22 - 02/17/22	03 2820 0 700001 1466	NTE 12 hrs	C III-1		100	Non-Instructional Assignment
Getz, Ms. Marilyn C	Health Sciences Division	Nursing Instructor	01/10/22 - 02/17/22	03 1151 2 120300 1466	NTE 20 hrs	C III-4		100	Non-Instructional Assignment
Getz, Ms. Marilyn C	Health Sciences Division	Nursing Instructor	12/01/21 - 12/15/21	03 1151 1 120300 1460	NTE 20 hrs	C III-4		100	Non-Instructional Assignment
Hovsepian, Mrs. Melina	Continuing and Community Ed Center	Noncredit ESL Adjunct	01/10/22 - 02/17/22	03 2820 0 700001 1466	NTE 24 hrs			60	Non-Instructional Assignment
Ingle, Mrs. Tiffany Erin	Continuing and Community Ed Center	Noncredit ESL Instructor	01/10/22 - 02/17/22	03 2820 0 700001 1466	NTE 12 hrs	C II-4		100	Non-Instructional Assignment
Ingle, Mrs. Tiffany Erin	Continuing and Community Ed Center	Noncredit ESL Instructor	01/10/22 - 02/17/22	03 5370 2 150802 1466	NTE 100 hrs	C II-4		100	Non-Instructional Assignment
Jay, Ms. Lisa	Visual and Performing Arts Division	Dance Adjunct	10/30/21 - 10/31/21	03 1100 0 100811 1460	NTE 5hrs	C III-2		100	Non-Instructional Assignment
Johnson, Ms. Jing Xu	Health Sciences Division	Nursing Instructor	01/10/22 - 02/17/22	03 1151 2 120300 1466	NTE 36 hrs	C III-4		100	Non-Instructional Assignment
Kelly, Miss Brigid A.	Office of VP Student Services	Visual and Performing Arts Adjunct	10/08/21 - 12/15/21	03 0610 0 632100 1460	9 hrs	C III-1		100	Non-Instructional Assignment
Kesian, Ms. Kohar Z	Health Sciences Division	Nursing Instructor	12/01/21 - 12/15/21	03 1150 2 499900 1460	NTE 20 hrs	C III-4		100	Non-Instructional Assignment
Kesian, Ms. Kohar Z	Health Sciences Division	Nursing Instructor	12/01/21 - 12/07/21	03 3920 0 120300 1460	NTE 8 hrs	C III-4		100	Non-Instructional Assignment
Kesian, Ms. Kohar Z	Health Sciences Division	Nursing Instructor	01/10/22 - 02/17/22	03 1100 0 120311 1466	NTE 20 hrs	C III-4		100	Non-Instructional Assignment
Lee, Dinah S	Continuing and Community Ed Center	Noncredit ESL Adjunct	01/10/22 - 02/17/22	03 5370 2 150802 1466	NTE 30 hrs	C III-1		100	Non-Instructional Assignment

01 = Day  
 02 = Evening  
 03 = Non-Credit

Rate Legend  
 C = Class in Salary Schedule  
 Example: C 1 - 1 = Class 1, Step 1

Full Name	Location	Position	Dates	Acct #	Hours	Rate	FTE	Acct %	Board Action
Lichwa, Ms. Ewa	Office of VP Student Services	Noncredit ESL Adjunct	12/01/21 - 12/15/21	03 0610 0 632100 1460	NTE 10 hrs	C III-4		100	Non-Instructional Assignment
Mayer, Mr. Paul Stuart	Continuing and Community Ed Center	Noncredit ESL Instructor	01/10/22 - 02/17/22	03 5370 2 150802 1466	NTE 20 hrs	C III-4		100	Non-Instructional Assignment
McIntyre, Ms. Shelby	Workforce Development	Adjunct Counselor	01/10/22 - 02/17/22	03 1150 2 630001 1456	NTE 23 hrs/wk	C III-1		100	Non-Instructional Assignment
McIntyre, Ms. Shelby	Workforce Development	Adjunct Counselor	02/22/22 - 06/15/22	03 1150 2 630001 1450	NTE 23 hrs/wk	C III-1		100	Non-Instructional Assignment
Mosleh, Ms. Maya	Continuing and Community Ed Center	Noncredit ESL Adjunct	01/10/22 - 02/17/22	03 5370 2 150802 1466	NTE 20 hrs	C III-3		100	Non-Instructional Assignment
Mumba, Alicia I	Continuing and Community Ed Center	Noncredit ESL Adjunct	01/10/22 - 02/17/22	03 2820 0 700001 1466	NTE 12 hrs	C III-2		100	Non-Instructional Assignment
Mykhaylov, Mr. Vadym	Health Sciences Division	Nursing Instructor	01/10/22 - 02/17/22	03 1151 2 120300 1466	NTE 36 hrs	C III-4		100	Non-Instructional Assignment
Newman, Mr. H. Robert	Technology and Aviation Division	Aviation and Transportation Adjunct	01/10/22 - 02/17/22	03 1100 0 095011 1460	NTE 20 hrs	C III-4		100	Non-Instructional Assignment
Nezami, Ms. Manijeh (Mandy Nezami)	Technology and Aviation Division	Nutrition Adjunct	01/10/22 - 02/17/22	03 1150 2 130600 1460	NTE 40 hrs	C III-4		100	Non-Instructional Assignment
Ngo, Mr. Thye Peng	Health Sciences Division	Nursing Instructor	01/10/22 - 02/17/22	03 1151 2 120300 1466	NTE 36 hrs	C III-4		100	Non-Instructional Assignment
Nguyen, Beverly A	Health Sciences Division	Health Sciences Adjunct	12/01/21 - 12/07/21	03 3920 0 120300 1460	NTE 8 hrs	C III-1		100	Non-Instructional Assignment
Onyekwe, Dr. Rose	Health Sciences Division	Nursing Instructor	01/10/22 - 02/17/22	03 1151 2 120300 1466	NTE 24 hrs	C III-4		100	Non-Instructional Assignment
Pedraza, Mr. Isaac Abel	Workforce Development	Adjunct Counselor	02/22/22 - 06/15/22	03 1150 2 499900 1450	NTE 23 hrs/wk	C III-2		100	Non-Instructional Assignment
Pedraza, Mr. Isaac Abel	Workforce Development	Adjunct Counselor	01/10/22 - 02/17/22	03 1150 2 499900 1456	NTE 23 hrs/wk	C III-2		100	Non-Instructional Assignment
Perez, Mr. Moises	Office of VP Student Services	Visual and Performing Arts Adjunct	10/08/21 - 12/15/21	03 0610 0 632100 1460	9 hrs	C III-1		100	Non-Instructional Assignment
Perez, Mr. Moises	Visual and Performing Arts Division	Media Arts Adjunct	09/01/21 - 11/30/21	03 1100 0 060411 1460	NTE 44 hours	C III-1		100	Non-Instructional Assignment
Pivovarov, Dr. Alexandria L	Biology Division	Biology Instructor	01/01/22 - 02/19/22	03 2950 0 040000 1460	NTE 20 hrs total	C III-1		100	Non-Instructional Assignment
Raimondo, Krista J	Continuing and Community Ed Center	Noncredit ESL Instructor	01/10/22 - 02/17/22	03 5370 2 150802 1466	NTE 20 hrs	C III-4		100	Non-Instructional Assignment

01 = Day  
 02 = Evening  
 03 = Non-Credit

Rate Legend  
 C = Class in Salary Schedule  
 Example: C 1 - 1 = Class 1, Step 1

Full Name	Location	Position	Dates	Acct #	Hours	Rate	FTE	Acct %	Board Action
Robiglio, Ms. Deborah Virginia	Continuing and Community Ed Center	Noncredit ESL Instructor	01/10/22 - 02/17/22	03 5370 2 150802 1466	NTE 30 hrs	C III-4		100	Non-Instructional Assignment
Rodriguez, Miss Kelli A.	Health Sciences Division	Health Sciences Adjunct	01/10/22 - 02/17/22	03 1151 2 120300 1466	NTE 24 hrs	C III-2		100	Non-Instructional Assignment
Sadeghilar, Sara	Continuing and Community Ed Center	Noncredit ESL Adjunct	01/10/22 - 02/17/22	03 2820 0 700001 1466	NTE 12 hrs	C III-3		100	Non-Instructional Assignment
Sadeghilar, Sara	Office of VP Student Services	Noncredit ESL Adjunct	12/01/21 - 12/15/21	03 0610 0 632100 1460	NTE 10 hrs	C III-3		100	Non-Instructional Assignment
Sadeghilar, Sara	Continuing and Community Ed Center	Noncredit ESL Adjunct	01/10/22 - 02/17/22	03 5370 2 150802 1466	NTE 40 hrs	C III-3		100	Non-Instructional Assignment
Saelak, Mrs. Michelle Ann Ramirez	Health Sciences Division	Nursing Instructor	01/10/22 - 02/17/22	03 1151 2 120300 1466	NTE 60 hrs	C III-4		100	Non-Instructional Assignment
Sargsyan, Mrs. Arusyak	Continuing and Community Ed Center	Noncredit ESL Adjunct	01/10/22 - 02/17/22	03 5370 2 150802 1466	NTE 10 hrs	C III-4		100	Non-Instructional Assignment
Sato, Mrs. Naomi	Continuing and Community Ed Center	Noncredit ESL Instructor	01/10/22 - 02/17/22	03 5370 2 150802 1466	NTE 50 hrs	C II-4		100	Non-Instructional Assignment
Semerdzhyan, Susanna R	Continuing and Community Ed Center	Noncredit ESL Instructor	01/10/22 - 02/17/22	03 5370 2 150802 1466	NTE 45 hrs	C II-4		100	Non-Instructional Assignment
Shahoian, Mr. Shant R	Office of VP Student Services	English Instructor	11/04/21 - 12/15/21	03 0610 0 632100 1460	NTE 4 hrs	C III-4		100	Non-Instructional Assignment
Smith, Mr. Francis Nicholas	Library and Learning Resources	Language Arts Instructor	08/24/21 - 08/24/21	01 0100 0 675100 1310	NTE 2 hrs	C III-4		100	Non-Instructional Assignment
Steiner, Miss Carley	Office of VP Student Services	Visual and Performing Arts Adjunct	10/08/21 - 12/15/21	03 0610 0 632100 1460	9 hrs	C III-4		100	Non-Instructional Assignment
Swan, Ms. Tracey Violet (Tamra-Henna)	Visual and Performing Arts Division	Dance Adjunct	10/23/21 - 10/24/21	03 1100 0 100811 1460	NTE 4 hours 40 minutes	C III-4		100	Non-Instructional Assignment
Thai, Dr. Shelley N	Biology Division	Biology Instructor	01/01/22 - 02/19/22	03 2950 0 040000 1460	NTE 45 hrs total	C III-4		100	Non-Instructional Assignment
Thai, Dr. Shelley N	Biology Division	Biology Instructor	01/01/22 - 02/19/22	03 1100 0 040011 1460	NTE 47 hrs total	C III-4		100	Non-Instructional Assignment
Torres, Javiera A	Continuing and Community Ed Center	Noncredit ESL Adjunct	01/10/22 - 02/17/22	03 2820 0 700001 1466	NTE 50 hrs	C III-2		100	Non-Instructional Assignment
Tubbs, Robyn A	Continuing and Community Ed Center	Noncredit ESL Adjunct	01/10/22 - 02/17/22	03 2820 0 700001 1466	NTE 12 hrs	C III-3		100	Non-Instructional Assignment
Ulrey, Ms. Geraldine J. (Geri Ulrey)	Office of VP Student Services	Media Arts Instructor	10/08/21 - 12/15/21	03 0610 0 632100 1460	9 hrs	C III-4		100	Non-Instructional Assignment
Ulrey, Ms. Geraldine J. (Geri Ulrey)	Office of VP Student Services	Media Arts Instructor	09/27/21 - 12/15/21	03 0610 0 632100 1460	12 hrs	C III-4		100	Non-Instructional Assignment

Full Name	Location	Position	Dates	Acct #	Hours	Rate	FTE	Acct %	Board Action
Vale, Mr. Timothy	Health Sciences Division	Nursing Instructor	01/10/22 - 02/17/22	03 1151 2 120300 1466	NTE 20 hrs	C III-4		100	Non-Instructional Assignment
Van Norman, Sarah E	Continuing and Community Ed Center	Noncredit ESL Adjunct	01/10/22 - 02/17/22	03 5370 2 150802 1466	NTE 32 hrs	C III-3		100	Non-Instructional Assignment
Van Norman, Sarah E	Office of VP Student Services	Noncredit ESL Adjunct	12/01/21 - 12/15/21	03 0610 0 632100 1460	NTE 10 hrs	C III-3		100	Non-Instructional Assignment
Virani Hajaliloo, Mrs. Fiona S	Health Sciences Division	Nursing Instructor	01/10/22 - 02/17/22	03 1151 2 120300 1466	NTE 24 hrs	C III-4		100	Non-Instructional Assignment
Watts, Mr. Larry G.	Continuing and Community Ed Center	Noncredit ESL Adjunct	01/10/22 - 02/17/22	03 5370 2 150802 1466	NTE 20 hrs	C III-4		100	Non-Instructional Assignment
Zadoorian, Mrs. Loosineh	Continuing and Community Ed Center	Noncredit ESL Adjunct	01/10/22 - 02/17/22	03 5370 2 150802 1466	NTE 20 hrs	C III-3		100	Non-Instructional Assignment
Zadoorian, Mrs. Loosineh	Office of VP Student Services	Noncredit ESL Adjunct	12/01/21 - 12/15/21	03 0610 0 632100 1460	NTE 10 hrs	C III-3		100	Non-Instructional Assignment
Zadoorian, Mrs. Loosineh	Continuing and Community Ed Center	Noncredit ESL Adjunct	01/10/22 - 02/17/22	03 2820 0 700001 1466	NTE 12 hrs	C III-3		100	Non-Instructional Assignment
Chiu, Mr. Paul	Technology and Aviation Division	Architecture Adjunct	02/22/22 - 06/15/22	03 1100 0 020111 1460	NTE 15 HRS			100	Non-Instructional Assignment
Chiu, Mr. Paul	Technology and Aviation Division	Architecture Adjunct	01/10/22 - 02/17/22	03 1100 0 020111 1460	NTE 15 HRS			100	Non-Instructional Assignment
Aronoff, Ms. Shelley	Library and Learning Resources	Librarian	02/21/22 - 06/15/22	01 1000 0 612000 1230	NTE 4hrs/week	C IV-6		100	Overload Assignment - FT Faculty
Raimondo, Krista J	Library and Learning Resources	Noncredit ESL Instructor	08/30/21 - 12/15/21	01 0100 0 675100 1295			0.2	100	Release Time Faculty Development Coordinator
Krestow, Dr. Jennifer S.A.	Office of VP Instructional Services	Planetarium Director	08/30/21 - 06/15/22						Sabbatical Leave (Guild)
Kretzmann, Dr. Maria B	Office of VP Instructional Services	Biology Instructor	02/22/22 - 12/17/22						Sabbatical Leave (Guild)
Carrillo, Ms. Diana	DSPS	DSPS Counselor	08/30/21 -			C III-6			Salary Schedule Advancement
Gomez, Mr. Gabriel Dante	English Division	English Instructor	08/30/21 -			C V-15			Salary Schedule Advancement
Labra Bahena, Mr. Luis	Mathematics Division	Math Instructor	08/30/21 -			C IV-6			Salary Schedule Advancement
Garcia, Mr. Jose Antonio (Anthony)	Office of Instructional Services	Student Services Adjunct	11/10/21 - 12/15/21	01 1000 0 601000 1395		\$1,495.00		100	Stipend - Ancillary Activities

Full Name	Location	Position	Dates	Acct #	Hours	Rate	FTE	Acct %	Board Action
Marhevka, Glen	Office of Instructional Services	Visual and Performing Arts Adjunct	10/29/21 - 12/15/21	01 1000 0 601000 1395		\$1,495.00		100	Stipend - Ancillary Activities
Markoulakis, Mr. Ioannis	Office of Instructional Services	Visual and Performing Arts Adjunct	11/09/21 - 12/15/21	01 1000 0 601000 1395		\$520.00		100	Stipend - Ancillary Activities
Waterman, Mr. James Rocchio	Office of Instructional Services	Visual and Performing Arts Adjunct	10/26/21 - 12/15/21	01 1000 0 601000 1395		\$780.00		100	Stipend - Ancillary Activities
Gold, Mr. Jon Everett	Physical Education	Health & PE Instructor	10/16/21 - 12/15/21	01 0100 0 083500 1395		\$4,681.05		100	Stipend - Fitness Center Director
Raimondo, Krista J	Library and Learning Resources	Noncredit ESL Instructor	08/30/21 - 12/15/21	01 0100 0 675100 1395	18hrs/ week	C III-4		100	Stipend - In Lieu of Release Time Faculty Development Coordinator
Asman, Ms. Chelsea Rose	Visual and Performing Arts Division	Dance Adjunct	08/30/21 - 12/10/21	01 1000 0 100000 1395	as needed	\$1,453.99		100	Stipend - Performing Arts Assistant Choreographer
Jay, Ms. Lisa	Visual and Performing Arts Division	Dance Adjunct	08/30/21 - 12/10/21	01 1000 0 100000 1395	as needed	\$1,350.00		100	Stipend - Performing Arts Assistant Choreographer
Wolin-Tupas, Ms. Roberta L.	Visual and Performing Arts Division	Dance Adjunct	08/30/21 - 12/10/21	01 1000 0 100000 1395	as needed	\$1,121.12		100	Stipend - Performing Arts Ballet Assistant
Karasik, Mr. Benjamin Alan	Visual and Performing Arts Division	Theatre Adjunct	08/30/21 - 12/11/21	01 1000 0 100000 1395	as needed	\$500.00		100	Stipend - Performing Arts Budget Coordinator Fall 2021
Acosta, Mrs. Gail A.	Visual and Performing Arts Division	Music Adjunct	08/30/21 - 12/04/21	01 1000 0 100000 1395	as needed	\$1,301.31		100	Stipend - Performing Arts Chamber Chorale
Sparfeld, Dr. Tobin Christopher	Visual and Performing Arts Division	Music Instructor	08/30/21 - 12/04/21	01 1000 0 100000 1395	as needed	\$1,804.06		100	Stipend - Performing Arts College Choir
Waterman, Mr. James Rocchio	Visual and Performing Arts Division	Music Adjunct	08/30/21 - 12/14/21	01 1000 0 100000 1395	as needed	\$343.80		100	Stipend - Performing Arts Concert Band
Green, Dr. Peter	Visual and Performing Arts Division	Music Instructor	08/30/21 - 12/12/21	01 1000 0 100000 1395	as needed	\$1,806.06		100	Stipend - Performing Arts Concert Singers

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Full Name	Location	Position	Dates	Acct #	Hours	Rate	FTE	Acct %	Board Action
Robles, Mr. Victor J	Visual and Performing Arts Division	Dance Instructor	08/30/21 - 12/10/21	01 1000 0 100000 1395	as needed	\$4,863.09		100	Stipend - Performing Arts Dance Production
MacLean, Ms. Megan M.	Visual and Performing Arts Division	Theatre Adjunct	08/30/21 - 11/23/21	01 1000 0 100000 1395	as needed	\$1,000.00		100	Stipend - Performing Arts Design Costume Juanita's Statue
Girardi, Mr. Ronald	Visual and Performing Arts Division	Theatre Adjunct	08/30/21 - 11/23/21	01 1000 0 100000 1395	as needed	\$500.00		100	Stipend - Performing Arts Design, Lighting Juanita's Statue
Mazor, Marya	Visual and Performing Arts Division	Theatre Adjunct	08/30/21 - 11/23/21	01 1000 0 100000 1395	as needed	\$1,000.00		100	Stipend - Performing Arts Director Juanita's Statue
Pflueger, Ms. Bethany Ann	Visual and Performing Arts Division	Music Instructor	08/30/21 - 12/08/21	01 1000 0 100000 1395	as needed	\$343.80		100	Stipend - Performing Arts Guitar Ensemble
Kuller, Mr. Richard	Visual and Performing Arts Division	Dance Adjunct	08/30/21 - 01/14/22	01 1000 0 100000 1395	as needed	\$1,121.12		100	Stipend - Performing Arts Jazz Assistant
Rios, Mr. Christopher A	Visual and Performing Arts Division	Music Adjunct	08/30/21 - 12/11/21	01 1000 0 100000 1395	as needed	\$1,030.81		100	Stipend - Performing Arts Jazz Band
Farr-Harkins, Ms. Jeanette Diane	Visual and Performing Arts Division	Theatre Instructor	08/30/21 - 12/11/21	01 1000 0 100000 1395	as needed	\$600.00		100	Stipend - Performing Arts Managing Director Fall 2021
Farr-Harkins, Ms. Jeanette Diane	Visual and Performing Arts Division	Theatre Instructor	08/30/21 - 12/11/21	01 1000 0 100000 1395	as needed	\$500.00		100	Stipend - Performing Arts Marketing Ticketing Coordinator
De Guzman, Ms. Liezel Marie	Visual and Performing Arts Division	Dance Adjunct	08/30/21 - 12/10/21	01 1000 0 100000 1395	as needed	\$1,121.12		100	Stipend - Performing Arts Modern Dance Assistant
Sherman, Dr. Paul Jon	Visual and Performing Arts Division	Music Instructor	08/30/21 - 12/04/21	01 1000 0 100000 1395	as needed	\$1,371.20		100	Stipend - Performing Arts Orchestra

Full Name	Location	Position	Dates	Acct #	Hours	Rate	FTE	Acct %	Board Action
Delto, Mr. Byron Daniel	Visual and Performing Arts Division	Music Instructor	12/11/21 - 12/12/21	01 1000 0 100000 1395	as needed	\$400.00		100	Stipend - Performing Arts Recording and Streaming Concerts
Acosta, Mrs. Gail A.	Visual and Performing Arts Division	Music Adjunct	08/30/21 - 12/04/21	01 1000 0 100000 1395	as needed	\$686.43		100	Stipend - Performing Arts Show Choir
Markoulakis, Mr. Ioannis	Visual and Performing Arts Division	Music Adjunct	08/30/21 - 11/23/21	01 1000 0 100000 1395	as needed	\$500.00		100	Stipend - Performing Arts Sound Design Juanita's Statue
Card, Ms. P. Catherine	Visual and Performing Arts Division	Music Adjunct	08/30/21 - 12/08/21	01 1000 0 100000 1395	as needed	\$1,030.80		100	Stipend - Performing Arts Vocal Ensemble
Chiu, Mr. Paul	Technology and Aviation Division	Architecture Adjunct	08/30/21 - 12/15/21	03 1150 1 499900 1395		\$325.00		100	Stipend CE Dual Enrollment Workshop Activity
Manooki, Ms. Nareh	Technology and Aviation Division	Engineering Adjunct	08/30/21 - 12/15/21	03 1150 1 499900 1395		\$325.00		100	Stipend CE Dual Enrollment Workshop activity
Possidon, Sophia	Workforce Development	Business Adjunct	10/29/21 - 10/29/21	03 1150 1 499900 1395		\$325.00		100	Stipend CE Dual Enrollment Workshop Activity
Rohrbacher, Ms. Francien	Office of VP Instructional Services	English Instructor	01/10/22 - 02/17/22	01 0100 0 499900 1395		\$3,774.60		100	Stipend Curriculum - Winter 2022
Rooney, Ms. Marian Amanda C	Library and Learning Resources	English Instructor	01/10/22 - 02/17/22	01 0100 0 675100 1395		\$2,642.40		100	Stipend Distance Education Coordinator
Garagliano, Samantha N	Library and Learning Resources	Speech Instructor	01/10/22 - 02/17/22	01 0100 0 675100 1395		\$2,534.40		100	Stipend Distance Education Faculty Development Coordinator/ GADER
Raimondo, Krista J	Library and Learning Resources	Noncredit ESL Instructor	01/10/22 - 02/17/22	01 0100 0 675100 1395		\$5,284.80		100	Stipend Faculty Development Coordinator
Bagan, Mr. Anthony	Technology and Aviation Division	Fire Academy Adjunct	01/01/22 - 06/30/22	01 0100 0 213500 1395		\$3,823.40/mo		100	Stipend Fire Academy Co Director

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Full Name	Location	Position	Dates	Acct #	Hours	Rate	FTE	Acct %	Board Action
DiGiovanna, Mr. Sam R	Technology and Aviation Division	Fire Academy Adjunct	01/01/22 - 06/30/22	01 0100 0 213500 1395		\$3,823.40/mo		100	Stipend Fire Academy Co Director
Dickes, Mr. Roger	Visual and Performing Arts Division	Art Instructor	06/14/21 - 08/20/21	03 1151 9 100200 1395	as needed	NTE \$1000.00		100	Stipend GCC rep on SWP faculty Hub project
Shahonian, Mr. Shant R	Library and Learning Resources	English Instructor	01/10/22 - 02/18/22	01 1000 0 611000 1395		\$5,000.00		100	Stipend Learning Center Coordinator
Rios, Mr. Christopher A	Visual and Performing Arts Division	Music Adjunct	10/02/21 - 10/18/21	03 5900 0 100400 1395	as needed	\$500.00		100	Stipend Pep Band Director Glendale vs. Santa Barbara
Dionisio, Dr. Daphne	Office of VP Instructional Services	Program Manager	01/01/22 - 03/31/22	03 1300 0 663200 1290		\$12,566.84		100	Stipend Planning, Consultation, Logistics, Technology Configuration, Implementation of
MacBean, Ms. Arianne M.	Visual and Performing Arts Division	Visual and Performing Arts Adjunct	01/11/22 - 02/08/22	01 1000 0 644000 1395	5	\$280		100	Stipend Wellness Program
Gozalo, Mr. Carlos A.	Continuing and Community Ed Center	Noncredit ESL Adjunct	10/19/21 - 12/15/21	01 0300 0 150801 1320		C III-4		100	Substitute - Non-Contract
<b>CREDIT ( as received from IT and Instructional Services)</b>									
Aguirre, Tomas	Kinesiology Division	Overload - Health and PE	10/25/2021 - 12/15/2021	01 0100 0 083500 1310	1.50	C III-6			Adjunct Assignment - Short Session
Aguirre, Tomas	Kinesiology Division	Overload - Health and PE	10/25/2021 - 12/15/2021	01 0100 0 083500 1311	0.39	C III-6			Adjunct Assignment - Office Hours
Braaten, Matthew	Visual and Performing Arts Division	Visual - Performing Arts Adjunct	08/30/2021 - 12/15/2021	01 0100 0 100700 1310	9.00	C IV-4			Adjunct Assignment - Full Semester
Braaten, Matthew	Visual and Performing Arts Division	Visual - Performing Arts Adjunct	08/30/2021 - 12/15/2021	01 0100 0 100700 1311	3.00	C IV-4			Adjunct Assignment - Office Hours
Garcia, Jesus	Kinesiology Division	Health and PE Adjunct	10/25/2021 - 12/15/2021	01 0100 0 083500 1310	1.50	C IV-2			Adjunct Assignment - Short Session
Garcia, Jesus	Kinesiology Division	Health and PE Adjunct	10/25/2021 - 12/15/2021	01 0100 0 083500 1311	0.39	C IV-2			Adjunct Assignment - Office Hours
Girardi, Ronald	Visual and Performing Arts Division	Overload - VPA	08/30/2021 - 12/15/2021	01 0100 0 100600 1310	10.00	C III-6			Adjunct Assignment - Full Semester

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December 21, 2021

Staffing Report No. 6

Academic, Classified, Administrator, All Other and Temporary Employee Actions Reports

12/9/2021

Full Name	Location	Position	Dates	Acct #	Hours	Rate	FTE	Acct %	Board Action
Girardi, Ronald	Visual and Performing Arts Division	Overload - VPA	08/30/2021 - 12/15/2021	01 0100 0 100600 1311	3.33	C III-6			Adjunct Assignment - Office Hours
Hassanzadeh, Babak	Physical Science Division	Physical Science Adjunct	10/25/2021 - 12/15/2021	01 0100 0 191900 1310	6.00	C IV-1			Adjunct Assignment - Short Session
Hassanzadeh, Babak	Physical Science Division	Physical Science Adjunct	10/25/2021 - 12/15/2021	01 0100 0 191900 1311	2.00	C IV-1			Adjunct Assignment - Office Hours
Lam, Gina	Social Sciences Division	Social Science Adjunct	10/25/2021 - 12/15/2021	01 0100 0 220300 1310	3.00	C III-1			Adjunct Assignment - Short Session
Lam, Gina	Social Sciences Division	Social Science Adjunct	10/25/2021 - 12/15/2021	01 0100 0 220300 1311	1.00	C III-1			Adjunct Assignment - Office Hours
Lorch, Theresa	Kinesiology Division	Health and PE Adjunct	10/25/2021 - 12/15/2021	01 0100 0 083500 1310	6.00	C IV-6			Adjunct Assignment - Short Session
Lorch, Theresa	Kinesiology Division	Health and PE Adjunct	10/25/2021 - 12/15/2021	01 0100 0 083500 1311	1.58	C IV-6			Adjunct Assignment - Office Hours
Midell, David	DSPS	Learning Disab Specialist Adjunct	08/30/2021 - 12/15/2021	01 0100 0 051400 1310	3.00	C IV-4			Adjunct Assignment - Full Semester
Midell, David	DSPS	Learning Disab Specialist Adjunct	08/30/2021 - 12/15/2021	01 0100 0 051400 1311	1.00	C IV-4			Adjunct Assignment - Office Hours
Sedki, Ziad	Physical Science Division	Physical Science Adjunct	08/30/2021 - 12/15/2021	01 0100 0 191900 1310	3.00	C III-4			Adjunct Assignment - Full Semester
Sedki, Ziad	Physical Science Division	Physical Science Adjunct	08/30/2021 - 12/15/2021	01 0100 0 191900 1311	1.00	C III-4			Adjunct Assignment - Office Hours
<b>CLASSIFIED</b>									
<b>All Other Classified Actions</b>									
Estrada, Mrs. Leticia	Office of VP Instructional Services	Senior Student Services Technician	10/01/21 - 09/30/25	03 3773 0 630002 2110				40	Change of Account
Estrada, Mrs. Leticia	Office of VP Instructional Services	Senior Student Services Technician	10/01/21 - 09/30/25	03 3780 2 630002 2110				60	Change of Account
Sokolovskaia, Ms. Tatiana	Continuing and Community Ed Center	Instructional Computer Lab Tech	08/30/21 - 12/15/21	03 2820 0 700001 2210				100	Change of Account
Youwakim, Ms. Yanet Mirella	Continuing and Community Ed Center	Instructional Computer Lab Tech	08/30/21 - 12/15/21	03 2820 0 700001 2210				100	Change of Account
Artunyan, Ms. Anahit	Life Skills - Noncredit Business Division	Student Services Assistant II	10/01/21 -	01 0300 0 490001 2210		\$160.00/mo		33	Stipend - Classified Professional Growth

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Full Name	Location	Position	Dates	Acct #	Hours	Rate	FTE	Acct %	Board Action
Artunyan, Ms. Anahit	Life Skills - Noncredit Business Division	Student Services Assistant II	10/01/21 -	03 5370 7 150802 2210		\$160.00/mo		67	Stipend - Classified Professional Growth
Collazo, Miss Blanca Yvette	College Police	Police Officer	11/01/21 -	01 1000 0 677000 2110		\$240.00/mo		100	Stipend - Classified Professional Growth
Hamond, Mr. Alexandre A.	Information and Technology Services	Senior Computer Lab Technician	10/01/21 -	01 0100 0 079900 2210		\$220.00/mo		100	Stipend - Classified Professional Growth
Hise, Ms. Nicole	Human Resources	Human Resources Generalist	11/01/21 -	01 1000 0 673200 2110		\$120.00/mo		100	Stipend - Classified Professional Growth
Hueter-Willoughby, Ms. Emily	College Police	Police Comm and Records Specialist	10/01/21 -	01 1000 0 677000 2110		\$20.00/mo		100	Stipend - Classified Professional Growth
Kakosian, Ms. Nane	MCEC	Student Services Program Coordinator	11/01/21 -	01 1590 0 615000 2110		\$100.00/mo		100	Stipend - Classified Professional Growth
Malandrakis, Ms. Melissa R	Curriculum Management	Instructional Services Specialist	10/01/21 -	01 1000 0 601000 2110		\$80.00/mo		100	Stipend - Classified Professional Growth
Mirzakhani, Ms. Ramela	Continuing and Community Ed Center	Office Assistant II	11/01/21 -	03 4240 6 150802 2495		\$98.16/month		100	Stipend Out-of-Class Stipend
<b>ADMINISTRATOR</b>									
Aslanian, Mrs. Angina	Continuing and Community Ed Center	Interim Manager Community Services	10/24/21 - 10/23/21	03 0400 0 680000 2125	40 hrs/wk	M 32-1 + longevity	1	100	Administrative Contract Extension
Gimbert, Clifford	Facilities	Interim Assistant Facilities Project Manager	12/19/21 - 12/18/22	01 1000 0 655000 2125	40 hrs/wk	M 33-4	1	100	Administrative Contract Extension
Keshishian, Mrs. Ani	Professional Dev Center	Interim Program Director PDC	01/04/22 - 01/03/23	59 8000 0 490059 2125	40 hrs/wk	M 46-3 +longevity	1	100	Administrative Contract Extension
Sorkazian, Silva	Facilities	Interim Facilities Project Manager	01/21/22 - 01/20/23	01 1000 0 655000 2125	40 hrs/wk	M 35-4	1	100	Administrative Contract Extension
<b>ALL OTHER TEMPORARY EMPLOYEE ACTIONS</b>									
<b>Professional Experts</b>									
Pursuant to Education Code Section 88003, Section (a), the District may employ a professional expert to perform various project work.									
Castaneda Jimenez, Emerson	Athletics	Assistant Coach - Men's Basketball	11/06/21 - 06/30/22	01 1000 0 696000 2390		\$6,000.00		100	Professional Expert

Full Name	Location	Position	Dates	Acct #	Hours	Rate	FTE	Acct %	Board Action
Conrad, Mr. Neil A	Technology and Aviation Division	Fire Academy	01/10/22 - 02/17/22	01 0100 0 213500 2410		\$44.75/hr		100	Professional Expert
McCullogh, Mr. Ashly	Athletics	Assistant Coach - Women's Basketball	10/16/21 - 06/30/22	01 1000 0 696100 2390		\$6,000.00		100	Professional Expert
Sullivan, Mr. Benjamin C.	Technology and Aviation Division	Fire Academy	01/10/22 - 02/17/22	01 0100 0 213500 2410	NTE 90 days/fisc yr, as needed	\$44.75/hr		100	Professional Expert
Burroughs, Mr. Ricky D.	Technology and Aviation Division	Fire Academy	11/19/21 -						Separation
Kartvelishvili, Ms. Elene	Visual and Performing Arts Division	Accompanist	11/05/21 -						Separation
Oliveros, Mr. John L.	Technology and Aviation Division	Fire Academy	11/19/21 -						Separation

**Temporary Assignment Employees**

Pursuant to Education Code Section 88003, Section (b) and (c) the District may employ either substitute or short-term employees. A substitute employee may be hired to either: 1) replace a classified employee who is temporarily absent from duty, or 2) employed for up to 60 calendar days when the District is filling a vacancy in a classified position. A short-term employee may be hired perform a service for District, upon the completion of which, the service required or similar services will not be extended or needed on a continuing basis. All temporary employees in this section may be assigned up to 800 hours or 170 days per fiscal year.

Doyle, Mr. Michael	Visual and Performing Arts Division	Instructional Computer Lab Tech	08/14/21 - 12/16/21	01 0100 0 060300 2370	NTE 40 hrs/wk	CH 28-1		100	Substitute - Absence Replacement
Doyle, Mr. Michael	Visual and Performing Arts Division	Instructional Computer Lab Tech	01/03/22 - 02/14/22	01 0100 0 060300 2370	NTE 40 hrs/wk	CH 28-1		100	Substitute - Absence Replacement

**CADETS**

Avetisyan, Mr. Karen	College Police	Police Cadet Corporal	01/01/22 - 03/31/22	01 1000 0 677000 2380	NTE 900 hrs/yr	\$16.00/hr.		100	Police Cadet
Avila, Michael	College Police	Police Cadet	01/01/22 - 03/31/22	01 1000 0 677000 2380	NTE 900 hrs/yr	\$14.00/hr		100	Police Cadet
Estrada, Kimberly	College Police	Police Senior Cadet	01/01/22 - 03/31/22	01 1000 0 677000 2380	NTE 900 hrs/yr	\$15.00/hr		100	Police Cadet
Huerta, Mr. Jaime Jr.	College Police	Police Cadet Senior Corporal	01/01/22 - 03/31/22	01 1000 0 677000 2380	NTE 900 hrs/yr	\$18.00/hr		100	Police Cadet
Medina, Ms. Emely Ruby	College Police	Police Cadet Corporal	01/01/22 - 03/31/22	01 1000 0 677000 2380	NTE 900 hrs/yr	\$16.00/hr.		100	Police Cadet
Nelson, Mr. Maximus R	College Police	Police Cadet Senior Corporal	01/01/22 - 03/31/22	01 1000 0 677000 2380	NTE 900 hrs/yr	\$18.00/hr		100	Police Cadet
Torosyan, Ms. Ailita	College Police	Police Cadet Corporal	01/01/22 - 03/31/22	01 1000 0 677000 2380	NTE 900 hrs/yr	\$16.00/hr.		100	Police Cadet
Tweedy, Mr. Daniel	College Police	Police Cadet Senior Corporal	01/01/22 - 03/31/22	01 1000 0 677000 2380	NTE 900 hrs/yr	\$18.00/hr		100	Police Cadet

01 = Day  
 02 = Evening  
 03 = Non-Credit

December 21, 2021

Staffing Report No. 6

Academic, Classified, Administrator, All Other and Temporary Employee Actions Reports

12/9/2021

Full Name	Location	Position	Dates	Acct #	Hours	Rate	FTE	Acct %	Board Action
Avetisyan, Mr. Karen	College Police	Police Cadet Corporal	10/29/21 -	01 1000 0 677000 2380	NTE 900 hrs/yr	\$16.00/hr.		100	Police Cadet Title and Pay Increase
Estrada, Kimberly	College Police	Police Senior Cadet	11/05/21 -	01 1000 0 677000 2380	NTE 900 hrs/yr	\$15.00/hr		100	Police Cadet Title and Pay Increase
Nelson, Mr. Maximus R	College Police	Police Cadet Senior Corporal	10/29/21 -	01 1000 0 677000 2380	NTE 900 hrs/yr	\$18.00/hr		100	Police Cadet Title and Pay Increase
<b>Student Employee</b>									
Aguirre, Hernan		STU. ASSIST. I	11/01/2021 - 06/30/2022	01 0100 0 040000 2360		\$15.00			
Arzmanians, Erika		STU. ASSIST. I	11/01/2021 - 06/30/2022	01 1000 0 696500 2360		\$15.00			
Ayrapetyan, Alex		STU. ASSIST. I	11/01/2021 - 06/30/2022	01 1000 0 647000 2360		\$15.00			
Boyajyan, Hasmik		STU. ASSIST. I	11/01/2021 - 06/30/2022	01 2110 0 051400 2360		\$15.00			
Boyajyan, Hasmik		STU. ASSIST. I	11/01/2021 - 06/30/2022	03 2110 0 051400 2360		\$15.00			
Davtyan, Kristine		STU. ASSIST. I	11/01/2021 - 06/30/2022	01 2110 0 051400 2360		\$15.00			
Davtyan, Kristine		STU. ASSIST. I	11/01/2021 - 06/30/2022	03 2110 0 051400 2360		\$15.00			
Deras, Andrea		STU. ASSIST. I	11/01/2021 - 06/30/2022	01 0100 0 040000 2360		\$15.00			
Dergalestianian, Ninel		STU. ASSIST. I	11/01/2021 - 06/30/2022	01 1000 0 672000 2360		\$15.00			
Feroyan, Arthur		STU. ASSIST. I	11/01/2021 - 06/30/2022	03 2200 0 642000 2360		\$15.00			
Gonzalez, Vanessa		STU. ASSIST. I	11/01/2021 - 06/30/2022	01 0100 0 040000 2360		\$15.00			
Gutierrez, Rosalia		STU. ASSIST. I	11/01/2021 - 06/30/2022	03 2200 0 642000 2360		\$15.00			
Howard, Christian		STU. ASSIST. I	11/01/2021 - 06/30/2022	01 1000 0 671000 2360		\$15.00			
Jaghlasian, Arek		STU. ASSIST. I	11/01/2021 - 06/30/2022	01 1000 0 696500 2360		\$15.00			
Karapetyan, Tatevik		STU. ASSIST. I	11/01/2021 - 06/30/2022	01 2110 0 051400 2360		\$15.00			
Karapetyan, Tatevik		STU. ASSIST. I	11/01/2021 - 06/30/2022	03 2110 0 051400 2360		\$15.00			
Leyva, Carina		STU. ASSIST. I	11/01/2021 - 06/30/2022	01 0100 0 040000 2360		\$15.00			
Margaryan, Yelena		STU. ASSIST. I	11/01/2021 - 06/30/2022	03 2110 0 051400 2360		\$15.00			
Margaryan, Yelena		STU. ASSIST. I	11/01/2021 - 06/30/2022	01 2110 0 051400 2360		\$15.00			
Rincon, Desiree Danielle		STU. ASSIST. I	11/01/2021 - 06/30/2022	01 0100 0 040000 2360		\$15.00			
Zgheib, Shadi		STU. ASSIST. I	11/01/2021 - 06/30/2022	01 1000 0 647000 2360		\$15.00			

01 = Day  
 02 = Evening  
 03 = Non-Credit

Rate Legend  
 C = Class in Salary Schedule  
 Example: C 1 - 1 = Class 1, Step 1

# GLENDALE COMMUNITY COLLEGE DISTRICT

December 21, 2021

## NEW BUSINESS REPORT NO. 1 - ACTION

TO: Board of Trustees  
SUBMITTED BY: David Viar, Superintendent/President  
SUBJECT: ACADEMIC RANK

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### DESCRIPTION OF HISTORY / BACKGROUND

Academic Ranking is a celebration of personal and professional achievement and a commitment to the GCC community. Although not a common practice among the California community colleges, academic ranking at GCC was established to recognize a GCC professor's position in the academic community of Glendale Community College, to enhance professional and academic prestige, and to increase the reputation of the college.

Academic Ranking is strictly an honorary title bestowed by the Glendale Community College Academic Senate under its authority. It is not attached to salary, nor is it a merit plan for increased salary or benefits.

Provisions for advancement in academic rank are defined in Board Policy 7220 (general authorization) and Administrative Regulation 7220 (definitions of the rank and the procedure for advancement).

#### Rank Definitions and Criteria for Full-Time Faculty

1. Instructor. The title of a faculty member shall be Instructor while serving in probationary status and in any case until completion of four years of full-time GCC teaching/service.
2. Assistant Professor. Any faculty member who has gained tenure and has completed four years of full-time or equivalent of teaching/service may apply to become an Assistant Professor. An instructor in a Career and Technical Education discipline must also be a holder of any appropriate Career and Technical Education credential in order to qualify as an Assistant Professor. Permanent faculty on less than 100% contract may accrue the equivalent of base contract load per year.
3. Associate Professor. A faculty member who has gained tenure and shown evidence of professional responsibility may make application for the rank of Associate Professor upon the fulfillment of a. and one of b., c., or d. following:

- a. Seven (7) years of full-time or equivalent of teaching/service. Those years of full-time service at GCC may include maternity, paternity, sabbatical leaves from college service and/or leaves for Fulbright or equivalent appointments. Permanent faculty on less than 100% contract may accrue the equivalent of their base contract load per year.
  - b. An earned Master's degree or an earned doctorate from an accredited institution of higher learning.
  - c. Forty-two (42) units of college or university credit beyond a 120-unit Bachelor of Arts, Bachelor of Science, or Bachelor of Career and Technical Education degree.
  - d. An instructor in a Career and Technical Education discipline must also be a holder of any appropriate CTE credential, or (b) 42 academic and/or trade experience units beyond a 120-unit Bachelor of Education degree, Bachelor of Career and Technical Education degree, Bachelor of Arts or Science degree. (A trade experience unit is equal to 40 hours of approved work in the subject area field).
4. Professor. A faculty member who has gained tenure and shown evidence of professional responsibility may make application for the rank of Professor upon the fulfillment of a. and one of b., c., d., or e. following:
- a. Twelve (12) years of full-time or equivalent of teaching/service. Those years of full-time service at GCC may include maternity, paternity, sabbatical leaves from college service and/or leaves for Fulbright or equivalent appointments. Permanent faculty on less than 100% contract may accrue the equivalent of their base contract load per year.
  - b. An earned doctorate from an accredited institution of higher learning.
  - c. Eighty-four (84) units of college or university credit beyond a 120-unit Bachelor of Arts, Bachelor of Science, or Bachelor of Career and Technical Education degree.
  - d. National or international eminence, which shall be demonstrated by publications recognized by scholars in the applicant's field, by citation rates (the number of times the applicant has been quoted by his or her colleagues in learned journals), by sponsorship of symposia, by invited addresses, and/or by such other relevant evidence of wide acceptance by his or her colleagues as will satisfy the Academic Rank Committee of the Faculty Senate.
  - e. An instructor in a Career and Technical Education discipline must also be a holder of any appropriate CTE credential, or (b) 84 academic and/or trade experience units beyond a 120-unit Bachelor of Education degree, Bachelor of Career and Technical Education degree, Bachelor of Arts or Science degree.

## Rank Definitions and Criteria for Adjunct Faculty

1. Instructor. The title of an adjunct faculty member shall be Instructor until eligible to apply for the rank of Adjunct Assistant Professor, Adjunct Associate Professor, or Adjunct Professor.
2. Adjunct Assistant Professor. An adjunct faculty member is eligible to apply for the title of Adjunct Assistant Professor when the prorated equivalent of four (4) cumulative years of full-time service has been reached and evidence has been shown of professional responsibility. An instructor in a Career and Technical Education discipline must also be a holder of any appropriate CTE credential in order to qualify as an Adjunct Assistant Professor.
3. Adjunct Associate Professor. An adjunct faculty member is eligible to apply for the title of Adjunct Associate Professor when the prorated equivalent of seven (7) cumulative years of full-time service has been reached, evidence shown of professional responsibility, and the faculty member meets the equivalent of the requirements under 3(b) or 3(c) above, OR the faculty member meets the equivalent of the option for Career and Technical Education instructors under section 3(d) above. Up to two prorated years of service teaching at other California Community Colleges may be applied to the service total.
4. Adjunct Professor. An adjunct faculty member is eligible to apply for the title of Adjunct Professor when the prorated equivalent of twelve (12) cumulative years of full-time service has been reached, evidence shown of professional responsibility, and the faculty member meets the equivalent of the requirements under 4(b), 4(c), or 4(d) above, OR the faculty member meets the equivalent of the option for Career and Technical Education instructors under section 4(e) above. Up to five prorated years of service teaching at other California Community Colleges may be applied to the service total.

## COMMITTEE HISTORY

Applications for advancement in rank are reviewed annually by the Academic Senate's Academic Rank Committee and submitted to the Academic Senate for approval. The Academic Senate approved the candidates listed below at its October 14, 2021 and November 10, 2021 meetings.

## FISCAL IMPACT

None

## RECOMMENDATION

The Superintendent/President recommends that the Board of Trustees grant advancement of academic rank, effective Fall semester 2021, to the 40 faculty members as presented.

ADVANCEMENT IN ACADEMIC RANK  
Fall 2021

ADJUNCT PROFESSOR

Ani Diarian, CE Business  
Carolyn Darin, Counseling  
Deirdre Mendoza, English  
Nune Yeganyan, CE ESL  
Susanna Aramyan, CE ESL  
Tracy Rickman, Fire Technology

ADJUNCT ASSOCIATE PROFESSOR

Alex Hamond, CE Business  
Arpine Ovsepyan, CE Student Success Center  
Christopher Wilson, CE Business  
Kimberli Perner, CE Student Success Center  
Laura Englund-Krusee, Geography  
Lianna Manukyan, English  
Mary Hanifin, CE Business

ADJUNCT ASSISTANT PROFESSOR

Alice Martinez, CE Student Success Center  
Anita Protich, Music  
Cassie Rockwell, Business  
Patricia Butterworth, Biology

PROFESSOR

Dana Marterella, English  
Marilyn Getz, Nursing  
Susie Chin, Library Sciences

ASSOCIATE PROFESSOR

Amy Oliver, Photography  
Erin Calderon, Kinesiology  
Christopher Kerr, English  
Karen Swett, Speech  
Maria Czech, CE Student Success Center  
Michael Davis, Mathematics  
Nahal Ghodousi, Student Services  
Nairy Bouyadjian, Student Services

ASSISTANT PROFESSOR

Anna Grygoruk, Biology  
Diane Murray, Mathematics  
Joel Weiss, Physical Education  
Linette Gharibi, Mathematics  
Nancy Medina, Student Services  
Naomi Sato, CE ESL  
Rebecca Cooling, Library Science  
Reut Cohen Schorr, Journalism  
Richard Neufeld, Mathematics  
Sandy Somo, Sociology  
Sarah Mecheneau, French  
Thye Peng Ngo, Nursing

Glendale Community College District

**7220**

Board Policy

**ACADEMIC RANK**

Members of the faculty at Glendale Community College may be assigned the academic rank of Instructor, Assistant Professor, Associate Professor, Professor, or Visiting Professor in accordance with the qualifications and procedures which are recommended by the Glendale Community College Faculty Senate and Superintendent/President of the College District, and approved by the Board of Trustees.

The Academic Rank Policy at Glendale Community College is in no way attached to salary, nor is it considered the basis for a merit plan for salary increase.

Adopted: 7/10/73

Revised: 3/31/83

Reviewed: 1/13/17

Renumbered from Board Policy 4113: 2/2/15

**7220**

Administrative Regulation

## **ACADEMIC RANK**

### **A. Academic Rank**

Academic Ranking is a celebration of personal and professional achievement and a commitment to the GCC community. It appropriately establishes the professor's position in the academic community, enhances professional and academic prestige, and increases the reputation of the college.

Academic Ranking is strictly an honorary title bestowed by the Academic Senate under its authority. It is not attached to salary, nor is it a merit plan for increased salary or benefits.

1. **Instructor.** The title of a faculty member shall be Instructor while he/she is serving in probationary status and in any case until she/he has completed four years of full-time Glendale College teaching/service.
2. **Assistant Professor.** Any faculty member who has gained tenure and has completed four years of full-time or equivalent of teaching/service may apply to become an Assistant Professor. An instructor in a Career and Technical Education discipline must also be a holder of any appropriate Career and Technical Education credential in order to qualify as an Assistant Professor. Permanent faculty on less than 100% contract may accrue the equivalent of their base contract load per year.
3. **Associate Professor.** A faculty member who has gained tenure and shown evidence of professional responsibility may make application for the rank of Associate Professor upon the fulfillment of a. and one of b., c., or d. following:
  - a. Seven (7) years of full-time or equivalent of teaching/service. Those years of full-time service at GCC may include maternity, paternity, sabbatical leaves from college service and/or leaves for Fulbright or equivalent appointments. Permanent faculty on less than 100% contract may accrue the equivalent of their base contract load per year.
  - b. An earned Master's degree or an earned doctorate from an accredited institution of higher learning.

- c. Forty-two (42) units of college or university credit beyond a 120-unit Bachelor of Arts, Bachelor of Science, or Bachelor of Career and Technical Education degree.
  - d. An instructor in a Career and Technical Education discipline must also be a holder of any appropriate CTE credential, or (b) 42 academic and/or trade experience units beyond a 120-unit Bachelor of Education degree, Bachelor of Career and Technical Education degree, Bachelor of Arts or Science degree. (A trade experience unit is equal to 40 hours of approved work in the subject area field).
4. **Professor.** A faculty member who has gained tenure and shown evidence of professional responsibility may make application for the rank of Professor upon the fulfillment of a. and one of b., c., d., or e. following:
- a. Twelve (12) years of full-time or equivalent of teaching/service. Those years of full-time service at GCC may include maternity, paternity, sabbatical leaves from college service and/or leaves for Fulbright or equivalent appointments. Permanent faculty on less than 100% contract may accrue the equivalent of their base contract load per year.
  - b. An earned doctorate from an accredited institution of higher learning.
  - c. Eighty-four (84) units of college or university credit beyond a 120-unit Bachelor of Arts, Bachelor of Science, or Bachelor of Career and Technical Education degree.
  - d. National or international eminence, which shall be demonstrated by publications recognized by scholars in the applicant's field, by citation rates (the number of times the applicant has been quoted by his or her colleagues in learned journals), by sponsorship of symposia, by invited addresses, and/or by such other relevant evidence of wide acceptance by his or her colleagues as will satisfy the Academic Rank Committee of the Faculty Senate.
  - e. An instructor in a Career and Technical Education discipline must also be a holder of any appropriate CTE credential, or (b) 84 academic and/or trade experience units beyond a 120-unit Bachelor of Education degree, Bachelor of Career and Technical Education degree, Bachelor of Arts or Science degree.
5. **Emeritus Professor.** Faculty who retire, but continue to teach part-time at Glendale College, will retain Academic Rank and be designated with that rank followed by "Emeritus".

6. **Visiting Professor.** This is a temporary rank and subject to renewal each year. This rank is to be awarded to a teacher of obvious national or international eminence (as defined in 4(d) above) who may not have the requisite number of years of college service and/or academic qualifications to receive an appropriate rank among the foregoing. The choice of subject area must follow the policy below.

## 7. **Adjunct Faculty Academic Ranks**

- a. **Instructor.** The title of an adjunct faculty member shall be Instructor until eligible to apply for the rank of Adjunct Assistant Professor, Adjunct Associate Professor, or Adjunct Professor.
- b. **Adjunct Assistant Professor.** An adjunct faculty member is eligible to apply for the title of Adjunct Assistant Professor when the prorated equivalent of four (4) cumulative years of full-time service has been reached and he or she has shown evidence of professional responsibility. An instructor in a Career and Technical Education discipline must also be a holder of any appropriate CTE credential in order to qualify as an Adjunct Assistant Professor.
- c. **Adjunct Associate Professor** An adjunct faculty member is eligible to apply for the title of Adjunct Associate Professor when the prorated equivalent of seven (7) cumulative years of full-time service has been reached, he or she has shown evidence of professional responsibility, and the faculty member meets the equivalent of the requirements under 3(b) or 3(c) above, OR the faculty member meets the equivalent of the option for Career and Technical Education instructors under section 3(d) above. Up to two prorated years of service teaching at other California Community Colleges may be applied to the service total.
- d. **Adjunct Professor.** An adjunct faculty member is eligible to apply for the title of Adjunct Professor when the prorated equivalent of twelve (12) cumulative years of full-time service has been reached, he or she has shown evidence of professional responsibility, and the faculty member meets the equivalent of the requirements under 4(b), 4(c), or 4(d) above, OR the faculty member meets the equivalent of the option for Career and Technical Education instructors under section 4(e) above. Up to five prorated years of service teaching at other California Community Colleges may be applied to the service total.

For the purposes of determining eligibility for advancement in academic rank, the teaching load or college service load at Glendale College is prorated as compared to full-time college teaching/service in the applicant's discipline.

One year of full-time instruction equals 30 semester units (or instructional contact hours). For information about a specific discipline, the complete list of teaching loads at GCC is included in the Guild contract.

Academic rank earned by adjunct faculty is retained if a faculty member is hired into a tenure-track position.

## **B. The Procedure**

1. The application for advancement in rank is to be submitted to the Academic Rank Committee of the Faculty Senate for review and evaluation. Faculty members who are otherwise eligible for advancement in rank and who will complete the duration-of-service requirements during the current academic year may apply for such advancement. Academic Senate approval of any such applications, if granted, will be contingent on, and shall become effective on, actual completion of the duration requirement.
2. A favorable vote of the Academic Rank Committee and of The Academic Senate will result in the submission of a recommendation to the Superintendent/President of the College. When the Superintendent/President of the College receives a recommended change in rank, he will forward a copy of this notification to the Office of Human Resources for insertion in the instructor's personnel file. The Academic Rank Chairman will give official notification of academic rank advancement to those who have earned it.
3. An unfavorable decision of the Committee or the Senate may be appealed before an augmented committee composed of the members of the Academic Rank Committee of the Academic Senate and three (3) additional faculty members appointed by the President of the Academic Senate. An unfavorable decision by this augmented committee shall be considered as the final appeal. An applicant so denied advancement in rank may reapply not earlier than one year from the date of the original application.
4. Academic rank may be discontinued upon the request of a majority of the faculty.
5. The execution of the above policy shall be the responsibility of the Academic Rank Committee of the Academic Senate.
  - a. To arrive at a recommendation, the committee will require evidence of professional responsibility in one of the following three areas:
    - i. Materials for the up-grading of courses or college assignments (i.e., new courses, course revisions, recent research, etc.)

- ii. Contributions to the academic life of the community (i.e., public lectures, recitals, concerts, readings, exhibits, publications, etc.).
  - iii. Offices in faculty, professional, scholarly, or social service associations.
- b. Academic rank, as herein defined, will apply to the teaching staff, librarians, counselors, administrators, and nurses. Non-teaching faculty and administrators must list their rank in the college catalog without a subject area.
- c. All academic units shall be defined as semester units.
- d. The faculty member applying for rank should select a single subject title (e.g., "Associate Professor of English" not "Associate Professor of English and French")-that of the subject area in which he/she commonly teaches; however, in unusual cases, dual subjects may be approved if the instructor has adequate credentials and spends half his/her time in two subject areas. An instructor of a Career and Technical Education subject may choose the subject area of "Applied Technology." In the case of a teaching staff member, the subject area in which the title is granted must be one in which there is a sequence of course offerings in the day program of the college, and the subject title must be one of the subjects listed in the official college catalog. Non-teaching faculty and administrators may not list a subject area after their rank. Any change in title must be made by application to the Academic Rank Committee.
- e. All units and degrees used in an application for academic rank must be from institutions accredited by a regional accrediting agency listed by the Federation of Regional Accrediting Commissions of Higher Education by the American Council on Education. Special problems (like degrees from foreign countries) shall be evaluated by the Academic Rank Committee.

Adopted: 7/10/73

Revised: 3/31/83; 2/21/95; 5/15/07, 09/05/17

Renumbered from Administrative Regulation 4113: 02/02/15

GLENDALE COMMUNITY COLLEGE DISTRICT

December 21, 2021

NEW BUSINESS REPORT NO. 2 - ACTION

TO: Board of Trustees

SUBMITTED BY: David Viar, Superintendent/President

PREPARED BY: Victoria Simmons, Vice President, Human Resources

SUBJECT: TENTATIVE AGREEMENT BETWEEN THE DISTRICT AND THE  
GLENDALE COLLEGE GUILD, LOCAL 2276, AMERICAN  
FEDERATION OF TEACHERS

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DESCRIPTION OF HISTORY/BACKGROUND

The District and the Glendale College Guild, Local 2276, American Federation of Teachers reached tentative agreement on the following item:

1. Article X, Class Size

COMMITTEE HISTORY

College Executive Committee      December 14, 2021

FISCAL IMPACT

None

RECOMMENDATION

The Superintendent/President recommends that the Board of Trustees approve the tentative agreement between the District and Glendale College Guild, Local 2276, American Federation of Teachers.

**Tentative Agreement**  
by and between the  
Glendale College Guild, Local 2276  
and the  
Glendale Community College District

The Glendale College Guild, Local 2276 (Guild) and the Glendale Community College District (District), hereby agree to the following Tentative Agreement:

ARTICLE X  
**CLASS SIZE**

The language in this article applies to traditional, online, and hybrid classes.

**Section 1. General Provisions**

A. This article shall apply to the following classes;

- in-person
- distance education certified synchronous online instruction,
- distance education certified asynchronous online instruction, and
- laboratory

**Section 2 1. Minimum Class Size**

A. Credit and noncredit lecture and laboratory classes shall have a minimum class size requirement of 15 students, ~~The minimum class size of 15 students shall apply to all credit lecture and laboratory classes,~~ unless the District, in its sole discretion, may lower ~~waives~~ ~~the this the 15 student minimum~~ requirement. Examples of ~~reasons for such~~ waivers may include but are not limited to are:

- Courses required for graduation or for a major or career subject area, or for required licenses or permits;
- Courses based upon periodic need, limited classroom or laboratory facilities, geographic location, experimental or pilot programs, or legal mandates; and
- Independent study, seminar, colloquia, coordinated instruction systems classes and classes by arrangement.

B. ~~The minimum class size for fee classes, summer, and winter intersession may be adjusted periodically by the Board of Trustees.~~

C. ~~The minimum class size for "Team taught classes" shall be 15 students~~ shall have a minimum class size requirement of 15 students per assigned instructor.

### **Section 3.2. Maximum Class Size**

A. ~~The maximum class size~~ Class size maximums shall be subject to:

- Limitations inherent in the nature of the class,
- The size of the classroom or laboratory,
- The number of available student stations and equipment,
- The safety of students, and
- Budgetary considerations.

~~The maximum~~ Decisions regarding class size maximums ~~considering the above criteria~~ shall be determined by the District, ~~upon~~ in consultation with the Division Chairs, ~~and entered in the Course Dictionary.~~ For any given academic term, the District shall not, in scheduling classes, establish seat loads for classes in excess of the class sizes in the then current Course Dictionary except ~~upon agreement with the appropriate Division Chair.~~

B. ~~The maximum seat load for a team taught class shall be 27 times the number of instructors. Team taught classes are not subject to the Large Lecture Class Formula below. Team taught courses shall be subject to the large lecture formula if there are more than 41 students per instructor. (Example: 2 instructors x 41 students each = 82 or more students).~~

C. ~~All lecture classes loaded at 41 or above shall be subject to the Large Lecture Class Formula.~~

### **Section 3. Large Lecture Classes**

A. Large Lecture: classes loaded at 41 or more students per instructor.

B. ~~Large credit lecture classes courses shall be made subject to the Section 4. Large Lecture Class Formula as shown below, so that~~ and the instructor shall receive additional teaching load unit(s) credit based upon the number of students enrolled as of census. ~~For noncredit Large noncredit lecture classes courses, the additional teaching shall receive additional load unit(s) credit shall be based upon the average number of students attending attendance during the class sessions for the entire whole term or semester. The credit and noncredit lecture classes courses to be made subject to this the large lecture class formula shall be pre-approved by the area Vice President District by the second submission of the class schedule. Any exceptions to this timeline can only be granted by the Vice President of Instructional Services.~~

C. Laboratory classes shall be excluded from Sections 3 and 4 of Article X and shall not be scheduled as large lecture.

B. ~~For each class section approved for Large Lecture credit, the District may establish a target number of units that can be earned. That target number will be communicated in writing to both the Division Chair and instructor by the appropriate Dean. The actual maximum numbers of units awarded shall not exceed that target number by more than one-half unit.~~

~~C. If the actual enrollment in a class subject to the formula falls below the number projected when the instructor's workload was initially assigned, the reassignment provisions of Section 5C of this Article shall apply. If the actual enrollment exceeds the number projected, the District shall either pay the instructor for the number of additional load units under the formula at the established overload rate, allow the instructor to bank the units, or provide an adjusted workload within the following two (2) semesters. In determining which option to use, the District shall give good faith consideration to the preference of the employee.~~

D. Approved scheduled large lecture credit classes shall be calculated at census. Approved scheduled large lecture non-credit classes shall be calculated at the end of the semester or intersession based on average daily attendance.

~~E. D. Adjunct faculty shall would not be approved for large lecture classes when large lecture load unit(s) -credit would cause them adjunct appointment to exceed 67% of a load.~~

#### **Section 4. Large Lecture Class Formula**

~~Each student beyond 40 students in the class shall generate additional teaching load unit credit equal to "the number of teaching hours of the class, divided by 45," with the exception of large lecture courses between 3 and 4 units, and between 50-62 students which shall receive credit as shown in Appendix H.~~

Large lecture classes shall be paid in accordance with Appendix H.

#### **Section 5. ~~Definitions~~ Assignment Decisions and Reassignments**

~~A. The references in this Article to "lecture" or "laboratory" courses or classes refer solely to credit courses or classes so designated in the College catalog, and do not refer to combination lecture-activity classes or lecture-laboratory classes, although it is possible for the lecture portion of a lecture-laboratory class to be made subject to the large lecture class formula. In that case, the formula is applied to the lecture hours only.~~

~~B. This Article provides throughout for various decisions to be made by the District. It is intended to refer to the following process: recommendation by the appropriate Division Chairperson to the appropriate administrator; right of an instructor to appeal administrators' decision to Superintendent/President for final decision; such final decisions are not subject to review through the grievance procedure.~~

A. Final scheduling decisions recommended by the Division Chair to the area Vice President may be appealed to the Superintendent/President. The Superintendent/President's final decision regarding scheduling shall not be subject to Article IV, Grievance Procedure.

B. With approval of the area Vice President, if a full-time instructor's normal assigned teaching load is reduced below the full-time instructional obligation due to class

cancellation or if the anticipated large lecture class does not have 41 or more students as of census, because a class is canceled under Section 1, or because the projected size of a large lecture class subject to the formula in Section 4 is not met, the instructor may be reassigned to any one or more of the following to complete his/her fulfill the full-time instructional obligation workload requirements:

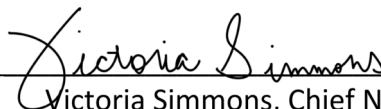
1. ~~Teach another class with contact hours~~ Be assigned class(es) in a following subsequent semester or intersession in consultation with the Division Chair and area administrator, which may be assigned by the District to fall any time between Monday through Friday 8:00 a.m. to 10:00 p.m. This is an exception to the normal work week assignment limitations in Article VI Section 1.
2. Be assigned a Curriculum development project;
3. ~~Supervision or consultation with regard to Cooperative Education Work Experience Program;~~
3. 4. ~~Such other~~ Be assigned comparable assignment(s) as is deemed appropriate by the District. Such reassignment Comparable assignments shall normally be made either immediately or within the subsequent two (2) semesters, but may be extended, in exceptional circumstances, at the discretion of the District.

4. May use banked load.

DATE: November 18, 2021



Caroline DePiro, Chief Negotiator  
Glendale College Guild



Victoria Simmons, Chief Negotiator  
Glendale Community College District

December 21, 2021

NEW BUSINESS REPORT NO. 3 - ACTION

TO: Board of Trustees

SUBMITTED BY: David Viar, Superintendent/President

REVIEWED BY: Anthony Culpepper, Executive Vice President,  
Administrative Services

PREPARED BY: Joel Peterson, Director of Facilities

SUBJECT: ACCEPTANCE OF BID – SAN GABRIEL, LEVEL 1 DSPS  
RENOVATIONS

---

DESCRIPTION OF HISTORY/BACKGROUND

On November 19, 2021, bids were received for the San Gabriel, Level 1 DSPS Renovations. This project includes renovations to the DSPS Offices in the San Gabriel Building and expansion to include officers presently located in a portable/modular facility in the San Fernando complex.

The scope of work includes demolition, construction and renovations. The project is expected to reach substantial completion seventy-five (75) calendar days after the commencement date of the work set forth in the Notice to Proceed.

The bids came in as listed below:

Summary of Bids

Bidder	Bid Amount
1 JR Universal	\$1,055,067
2 SBS Corporation	\$1,075,196
3 CWS Systems Inc	\$1,079,000
4 R Dependable Const Inc	\$1,090,000
5 Astra Builders	\$1,103,000.
6 RT Contractor	\$1,750,000

COMMITTEE HISTORY

College Executive Committee December 14, 2021

FISCAL IMPACT

\$1,055,067. This project is being funded by Measure GC.

## RECOMMENDATION

The Superintendent/President recommends that the Board of Trustees accept the bid for the San Gabriel, Level 1 DSPTS Renovations submitted by the lowest responsive, responsible bidder, JR Universal Construction Inc., in the amount not to exceed \$1,055,067.



**AGREEMENT**

**THIS AGREEMENT** is entered into \_\_\_\_\_ in the City of Glendale, County of Los Angeles, State of California, by and between **GLENDALE COMMUNITY COLLEGE DISTRICT**, a California Community College District hereinafter "District" and JR Universal Construction, Inc. ("Contractor").

**WITNESSETH**, that the District and the Contractor in consideration of the mutual covenants contained herein agree as follows:

**1. The Work.** Within the Contract Time and for the Contract Price, subject to adjustments thereto pursuant to the Contract Documents, the Contractor shall perform and provide all necessary labor, materials, tools, equipment, utilities, services and transportation to complete in a workmanlike manner all of the Work required in connection with the work of improvement commonly referred to as **SAN GABRIEL ALTERATION, FIRST FLOOR, DSPS**. The Work includes the following Alternate Bid Items: N/A. The Architect for the Work is MMA Architects.

**2. Contract Time.** The Work shall be commenced on the date stated in the Notice to Proceed. The Contractor shall achieve Substantial Completion of the Work **Seventy-Five (75)** days after the commencement date of the Work set forth in the Notice to Proceed.

**3. Contract Price.** The District shall pay the Contractor as full consideration for the Contractor's full, complete and faithful performance of the Contractor's obligations under the Contract Documents, subject to adjustments of the Contract Price in accordance with the Contract Documents. The Contract Price is based upon the Contractor's Base Bid Proposal for the Work and the following Alternate Bid Items, if any: N/A. The District's Progress Payments of the Contract Price shall be subject to retention withholdings equal to five percent (5%) of each Progress Payment ("Retention"). Retention withheld by the District shall be disbursed to the Contractor as part of the Final Payment due the Contractor.

**4. Liquidated Damages.** The Contractor shall be subject to assessment of Liquidated Damages if the Contractor: (i) fails to achieve Substantial Completion of the Work within the Contract Time, including adjustments thereto authorized by the Contract Documents; (ii) fails to submit Submittals in accordance with the Submittal Schedule; or (iii) fails to complete Punchlist items noted upon Substantial Completion within the time established to complete the Punchlist items. The per diem rate of Liquidated Damages assessed for each of the foregoing events is set forth in the Contract Documents. Liquidated Damages of \$1,000.00 Per Calendar Day.

**5. Notices.** Notices of the District and Contractor to the other shall be transmitted in accordance with the Contract Documents. The effective date of notices transmitted in accordance with the Contract Documents shall be as set forth in the Contract Documents. Notices under the Contract Documents shall be addressed as follows:

If to the District:

Dr. Anthony Culpepper  
Executive Vice President  
Glendale Community College District  
Glendale, CA 91208

If to the Contractor:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**6. Minimum Insurance Coverage Limits.** Minimum coverage limits for the policies of insurance required by the Contract Documents are as follows:

Contractor Insurance	
Policy of Insurance	Minimum Coverage Limit
Workers' Compensation Insurance	In accordance with Laws
Employer's Liability Insurance	One Million Dollars (\$1,000,000)
Commercial General Liability and Property Insurance.	Per occurrence: Two Million Dollars (\$2,000,000)
	Aggregate: Four Million Dollars (\$4,000,000)
Automobile Liability Insurance (combined single limit)	Choose an item.
Contractor Pollution Liability Insurance	One Million Dollars (\$1,000,000) per claim and One Million Dollars (\$1,000,000) in the aggregate
Builder's Risk "All-Risk" Insurance	Full insurable value of Work Seismic coverage is not required
Subcontractors' Insurance	
Policy of Insurance	Minimum Coverage Limit
Workers' Compensation Insurance	In accordance with Laws
Employer's Liability Insurance	One Million Dollars (\$1,000,000)
Commercial General Liability and Property Insurance.	Per occurrence: One Million Dollars (\$1,000,000)
	Aggregate: Two Million Dollars (\$2,000,000)
Automobile Liability Insurance (combined single limit)	Choose an item.
Contractor Pollution Liability Insurance	One Million Dollars (\$1,000,000) per claim and One Million Dollars (\$1,000,000) in the aggregate

**7. The Contract Documents.** The documents forming a part of the Contract Documents consist of the following, all of which are component parts of the Contract Documents:

00 01 13	Notice To Contractors Calling for Bids	00 52 00	Agreement
00 21 13	Instructions For Bidders	00 61 10	Bid Bond
00 41 00	Bid Proposal	00 61 13	Performance Bond
00 42 13	Alternate Bid Items Proposal	00 61 14	Labor & Materials Payment Bond
00 43 13	Subcontractors List	00 62 90	Verification of Certified Payroll
00 45 10	DIR Registration Verification		Records Submittal to Labor
00 45 13	Bidder's Qualification Statement	00 65 35	Commissioner
00 45 19	Non-Collusion Affidavit	00 72 00	Guarantee
00 45 26	Certificate of Workers Compensation Insurance	00 73 00	General Conditions
00 45 27	Drug-Free Workplace Certification		Special Conditions
			Plans and Specifications

**8. Authority to Execute.** The individual(s) executing this Agreement on behalf of the Contractor



is/are duly and fully authorized to execute this Agreement on behalf of Contractor and to bind the Contractor to each and every term, condition and covenant of the Contract Documents.

**CONTRACTORS ARE REQUIRED BY LAW TO BE LICENSED AND REGULATED BY THE CONTRACTORS' STATE LICENSE BOARD. ANY QUESTIONS CONCERNING A CONTRACTOR MAY BE REFERRED TO THE REGISTRAR, CONTRACTORS' STATE LICENSE BOARD, P.O. BOX 2600, SACRAMENTO, CALIFORNIA 95826**

**IN WITNESS WHEREOF**, this Agreement has been duly executed by the District and the Contractor as of the date set forth above.

**"DISTRICT"**  
Glendale Community College District

By: \_\_\_\_\_  
(Name Printed or Typed)

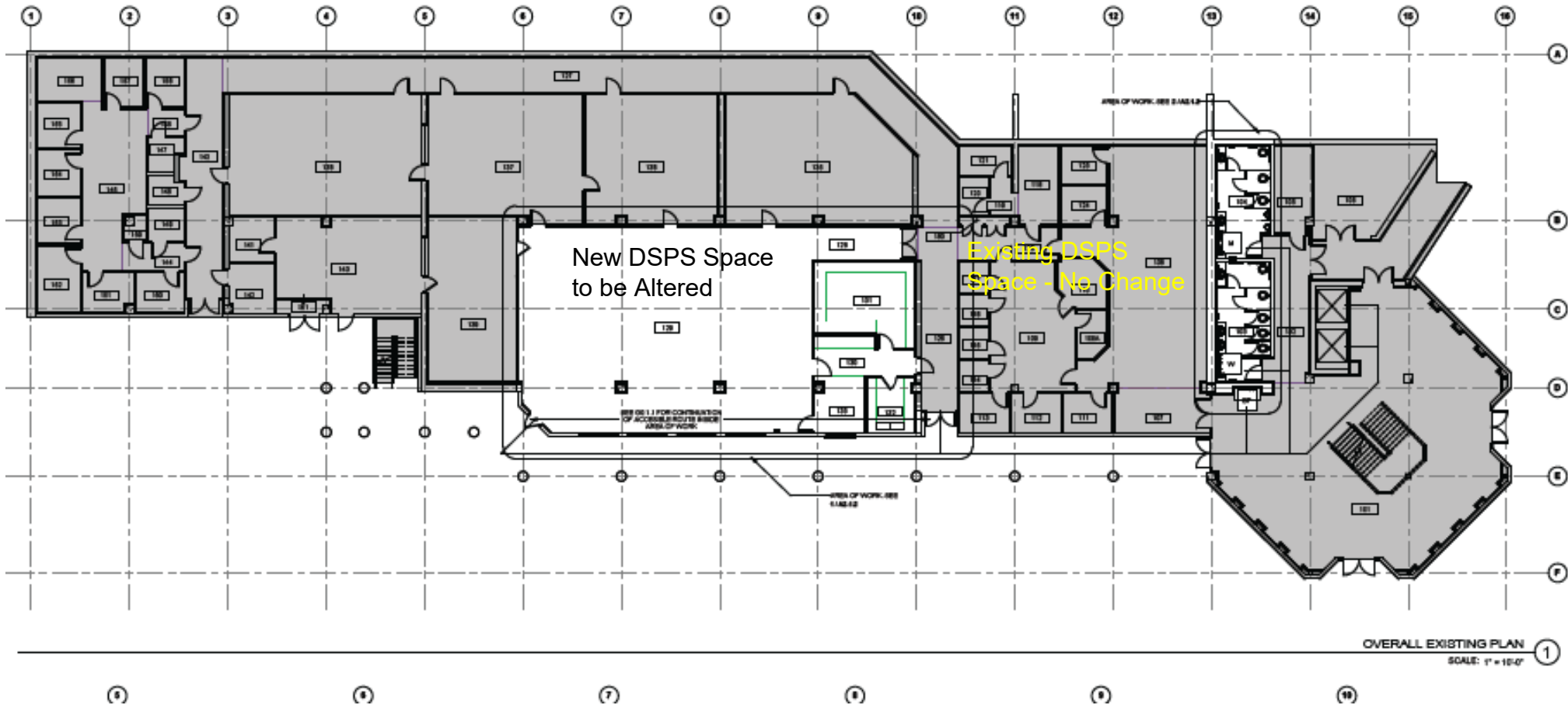
Title: \_\_\_\_\_

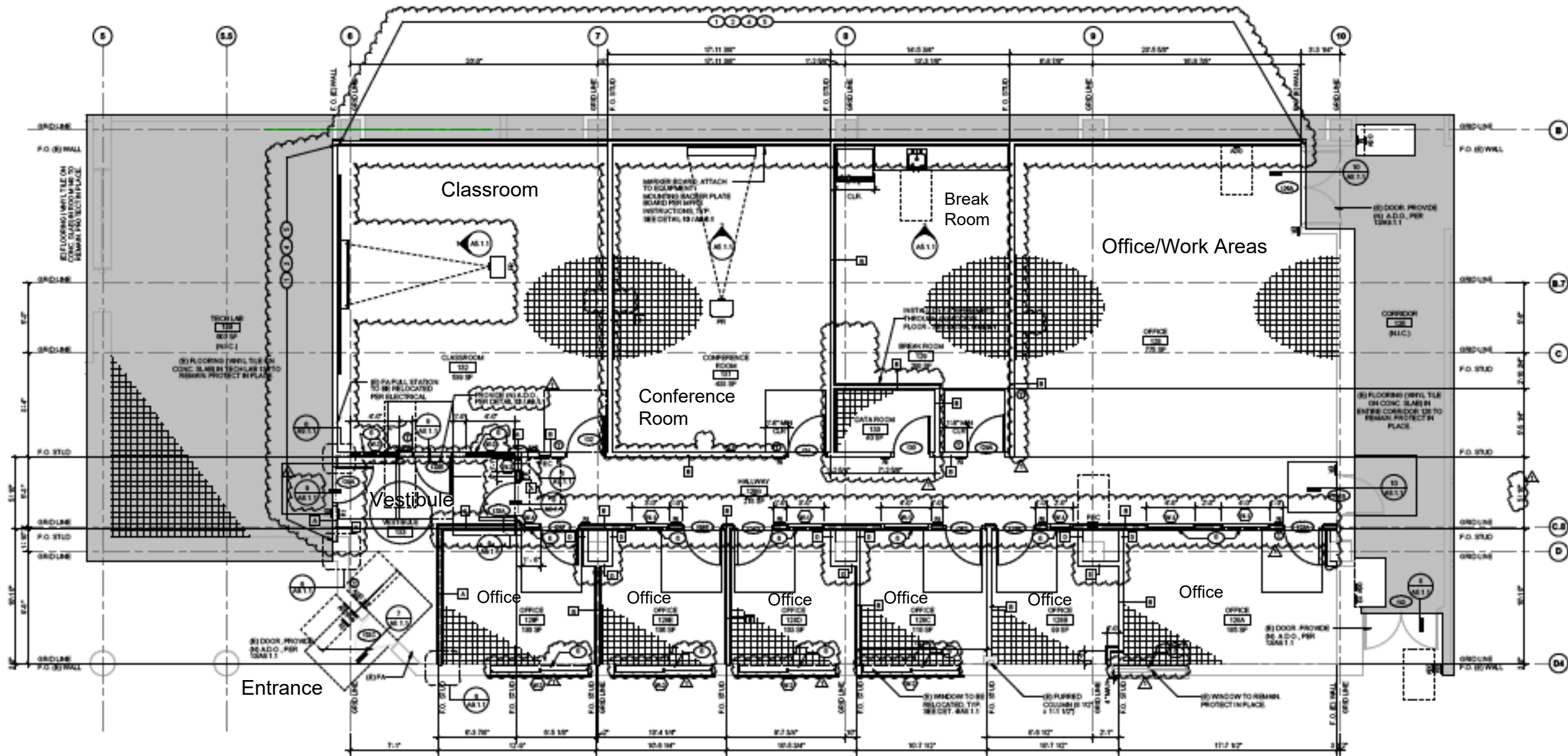
**"CONTRACTOR"**  
[JR Universal Construction, Inc.]

By: SERGIO CHAVEZ  
  
\_\_\_\_\_  
(Name Printed or Typed)

Title: C.O.O

# San Gabriel Building DSPS - First Floor Alteration





1 FIRST FLOOR PLAN - DSPS  
Scale: 1/4" = 1'-0"

GLENDALE COMMUNITY COLLEGE DISTRICT

December 21, 2021

NEW BUSINESS REPORT NO. 4 - ACTION

TO: Board of Trustees

SUBMITTED BY: David Viar, Superintendent/President

REVIEWED BY: Anthony Culpepper, Executive Vice President,  
Administrative Services

PREPARED BY: Joel Peterson, Director, Facilities

SUBJECT: CHANGE ORDER NO. 010 – PE GYM  
REPLACEMENT INCREMENT 2 PROJECT

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DESCRIPTION OF HISTORY/BACKGROUND

The PE Gym Replacement Increment 2 Project includes construction of a new gymnasium, seismic strengthening of the existing gymnasium, as well as landscaping. The seismic replacement of the 1937 Physical Education Building replaces the oldest portion of the Verdugo Gymnasium (VG) complex and modernizes the main gymnasium space. On April 8, 2019 bids were received for the PE Gym Replacement Increment 2 Project. The Bid Proposal from The Nazerian Group was accepted on April 16, 2019. This change order adds as set forth below.

COMMITTEE HISTORY

College Executive Committee      December 14, 2021

FISCAL IMPACT

The cost for Change Order No. 010 is \$140,477.34. Funds are available in Measure GC allocated for this project. Any monies over the construction contingency allocation will be taken from the project contingency amount.

CHANGE IN PROJECT SCHEDULE

Change Order No. 010 includes 0 days extension of the Contract Time. The Contract Completion Date remains December 30, 2021.

CHANGE IN PROJECT SCOPE

CHANGE ORDER NO. 010 SUMMARY

Record #	Title	Final Agreed Amount
PCO-0015	Floor Drains at Foyer 118, 206	\$8,458.56
PCO-0028	PE-TNG-COP 036-Beam Infill	\$9,139.28
PCO-0030	PE-TNG-COP 038-PE Stamp for FA	\$2,080.00
PCO-0043	PE-TNG-COP 051-Frame 224A	\$969.04
PCO-0045	PE-TNG-COP 053-Pipe Removals	\$3,348.79
PCO-0068	PE-TNG-COP 075-Ice Room Mixing Valve	\$2,417.21
PCO-0080	PE-TNG-COP 087-Gym West Wall	\$9,748.78
PCO-0081	PE-TNG-COP 0088-Lower Roof @ Tower	\$12,895.95
PCO-0086	PE-TNG-COP 093-Sump Pump	\$36,795.72
PCO-0087	PE-TNG-COP 094-Tower Fascia Plate	\$20,550.06
PCO-0094	PE-TNG-COP 0101-Gym Bleacher Wall Framing	\$7,925.75
PCO-0100	PE-TNG-COP 107-VG Electrical Demo	\$1,163.52
PCO-0109	PE-TNG-COP 116-VG FS Pipe Paint	\$10,366.39
PCO-0117	PE-TNG-COP 123-Lint Filters	\$7,116.93
PCO-0119	PE-TNG-COP 125-Recessed Accessories	\$383.57
PCO-0120	PE-TNG-COP 126-Downspout Backing	\$766.19
PCO-0121	PE-TNG-COP 127-Pass Thru Lockers	\$2,859.36
PCO-0123	PE-TNG-COP 129-Concession Janitor Room Wall	\$703.72
PCO-0124	PE-TNG-COP 130-Janitor Room 207 Furred Wall	\$575.28
PCO-0125	PE-TNG-COP 131-Concession Janitor Room Ceiling	\$1,150.72
PCO-0129	PE-TNG-COP 135-Team Room Column Framing	\$1,062.52
	<b>Total</b>	<b>\$140,477.34</b>

**Construction Costs:**

The original Contract Sum was	\$22,944,123.00
The net change by previously authorized Change Orders	\$1,863,972.71
The Contract Sum prior to this Change Order was	\$24,808,095.71
<b>The Contract Sum will be increased by this Change Order in the amount of</b>	<b>\$140,477.34</b>
The new Contract Sum including this Change Order will be	\$24,948,573.05
The Contract Time will be increase by (0) days	<b>0</b>
The Date of Substantial Completion as of the date of this Change Order therefore	<b>DECEMBER 30, 2021</b>

**Total PE Project (Increment I, II, Seismic) Costs:**

The overall project budget for PE Increment I, II, Seismic	\$40,500,000.00
Project Contingency Balance	\$2,858,299

RECOMMENDATION

The Superintendent/President recommends that the Board of Trustees approve Change Order No. 010 for the PE Gym Replacement Increment 2 Project and that the contract price be amended to reflect an increase of \$140,477.34

GLENDALE COMMUNITY COLLEGE DISTRICT

December 21, 2021

NEW BUSINESS REPORT NO. 5 - ACTION

TO: Board of Trustees

SUBMITTED BY: David Viar, Superintendent/President

REVIEWED BY: Anthony Culpepper, Executive Vice President,  
Administrative Services

PREPARED BY: Joel Peterson, Director of Facilities

SUBJECT: ACCEPTANCE OF BIDS – CIVIC AUDITORIUM TENANT  
IMPROVEMENTS - DANCE AND CARES SWING SPACE

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DESCRIPTION OF HISTORY/BACKGROUND

On November 19, 2021, bids were received for the Civic Auditorium Tenant Improvements-Dance and CARES Swing Space

The scope of work includes renovations to the Civic Auditorium as Tenant Improvements in order to accommodate the Dance and CARES departments.

The bids came in as listed below:

Summary of Bids

	Bidder	Bid Amount
1.	R Dependable Const. Inc	\$263,000.00
2.	G2K Const.	\$ 544,966.71

COMMITTEE HISTORY

College Executive Committee December 14, 2021

FISCAL IMPACT

\$263,000. This project is being funded by Measure GC.

## RECOMMENDATION

The Superintendent/President recommends that the Board of Trustees accept the bid for the Civic Auditorium Tenant Improvements-Dance and CARES Swing Space of the lowest responsive, responsible bidder, R Dependable Construction Inc., in the amount not to exceed \$263,000.00.

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**AGREEMENT**

**THIS AGREEMENT** is entered into \_\_\_\_\_ in the City of Glendale, County of Los Angeles, State of California, by and between **GLENDALE COMMUNITY COLLEGE DISTRICT**, a California Community College District hereinafter "District" and R Dependable ("Contractor").

Const Inc.

**WITNESSETH**, that the District and the Contractor in consideration of the mutual covenants contained herein agree as follows:

**1. The Work.** Within the Contract Time and for the Contract Price, subject to adjustments thereto pursuant to the Contract Documents, the Contractor shall perform and provide all necessary labor, materials, tools, equipment, utilities, services and transportation to complete in a workmanlike manner all of the Work required in connection with the work of improvement commonly referred to as **CIVIC AUDITORIUM TI-DANCE & CARES SWING SPACE**. The Work includes the following Alternate Bid Items: N/A. The Architect for the Work is MMA Architects.

**2. Contract Time.** The Work shall be commenced on the date stated in the Notice to Proceed. The Contractor shall achieve Substantial Completion of the Work one hundred fifty (120) days after the commencement date of the Work set forth in the Notice to Proceed.

**3. Contract Price.** The District shall pay the Contractor as full consideration for the Contractor's full, complete and faithful performance of the Contractor's obligations under the Contract Documents, subject to adjustments of the Contract Price in accordance with the Contract Documents. The Contract Price is based upon the Contractor's Base Bid Proposal for the Work and the following Alternate Bid Items, if any: N/A. The District's Progress Payments of the Contract Price shall be subject to retention withholdings equal to five percent (5%) of each Progress Payment ("Retention"). Retention withheld by the District shall be disbursed to the Contractor as part of the Final Payment due the Contractor.

**4. Liquidated Damages.** The Contractor shall be subject to assessment of Liquidated Damages if the Contractor: (i) fails to achieve Substantial Completion of the Work within the Contract Time, including adjustments thereto authorized by the Contract Documents; (ii) fails to submit Submittals in accordance with the Submittal Schedule; or (iii) fails to complete Punchlist items noted upon Substantial Completion within the time established to complete the Punchlist items. The per diem rate of Liquidated Damages assessed for each of the foregoing events is set forth in the Contract Documents. Liquidated Damages of \$1,000.00 Per Calendar Day.

**5. Notices.** Notices of the District and Contractor to the other shall be transmitted in accordance with the Contract Documents. The effective date of notices transmitted in accordance with the Contract Documents shall be as set forth in the Contract Documents. Notices under the Contract Documents shall be addressed as follows:

If to the District:

Susan Courtey,  
Director of Business Services  
Glendale Community College District  
1500 North Verdugo Road  
Glendale, California 91208

If to the Contractor:

Rosemary Padilla  
R Dependable Const Inc  
1019 West 3rd Street, Suite "B"  
San Bernardino CA 92410

**6. Minimum Insurance Coverage Limits.** Minimum coverage limits for the policies of insurance required by the Contract Documents are as follows:

<b>Contractor Insurance</b>	
<b>Policy of Insurance</b>	<b>Minimum Coverage Limit</b>
Workers' Compensation Insurance	In accordance with Laws
Employer's Liability Insurance	One Million Dollars (\$1,000,000)
Commercial General Liability and Property Insurance.	Per occurrence: Two Million Dollars (\$2,000,000)
	Aggregate: Four Million Dollars (\$4,000,000)
Automobile Liability Insurance (combined single limit)	Choose an item.
Contractor Pollution Liability Insurance	One Million Dollars (\$1,000,000) per claim and One Million Dollars (\$1,000,000) in the aggregate
Builder's Risk "All-Risk" Insurance	Full insurable value of Work Seismic coverage is not required
<b>Subcontractors' Insurance</b>	
<b>Policy of Insurance</b>	<b>Minimum Coverage Limit</b>
Workers' Compensation Insurance	In accordance with Laws
Employer's Liability Insurance	One Million Dollars (\$1,000,000)
Commercial General Liability and Property Insurance.	Per occurrence: One Million Dollars (\$1,000,000)
	Aggregate: Two Million Dollars (\$2,000,000)
Automobile Liability Insurance (combined single limit)	Choose an item.
Contractor Pollution Liability Insurance	One Million Dollars (\$1,000,000) per claim and One Million Dollars (\$1,000,000) in the aggregate

**7. The Contract Documents.** The documents forming a part of the Contract Documents consist of the following, all of which are component parts of the Contract Documents:

00 01 13	Notice To Contractors Calling for Bids	00 52 00	Agreement
00 21 13	Instructions For Bidders	00 61 10	Bid Bond
00 41 00	Bid Proposal	00 61 13	Performance Bond
00 42 13	Alternate Bid Items Proposal	00 61 14	Labor & Materials Payment Bond
00 43 13	Subcontractors List	00 62 90	Verification of Certified Payroll Records Submittal to Labor Commissioner
00 45 10	DIR Registration Verification	00 65 35	Guarantee
00 45 13	Bidder's Qualification Statement	00 72 00	General Conditions
00 45 19	Non-Collusion Affidavit	00 73 00	Special Conditions
00 45 26	Certificate of Workers Compensation Insurance		Plans and Specifications
00 45 27	Drug-Free Workplace Certification		

**8. Authority to Execute.** The individual(s) executing this Agreement on behalf of the Contractor is/are duly and fully authorized to execute this Agreement on behalf of Contractor and to bind the Contractor to each and every term, condition and covenant of the Contract Documents.

**CONTRACTORS ARE REQUIRED BY LAW TO BE LICENSED AND REGULATED BY THE CONTRACTORS' STATE LICENSE BOARD. ANY QUESTIONS CONCERNING A CONTRACTOR MAY BE REFERRED TO THE REGISTRAR, CONTRACTORS' STATE LICENSE BOARD, P.O. BOX 2600, SACRAMENTO, CALIFORNIA 95826**

**IN WITNESS WHEREOF**, this Agreement has been duly executed by the District and the Contractor as of the date set forth above.

**"DISTRICT"**

**Glendale Community College District**

By: \_\_\_\_\_  
(Name Printed or Typed)

Title: \_\_\_\_\_

**"CONTRACTOR"**

**[Contractor Name]**

By: Rosemary Padilla

Rosemary Padilla  
(Name Printed or Typed)

Title: President/Secretary/Treasurer

# GLENDALE COMMUNITY COLLEGE DISTRICT

December 21, 2021

## NEW BUSINESS REPORT NO. 6 - ACTION

TO: Board of Trustees

SUBMITTED BY: David Viar, Superintendent/President

SUBJECT: ESTABLISH JUNETEENTH AS A LOCAL GLENDALE  
COMMUNITY COLLEGE DISTRICT HOLIDAY

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### DESCRIPTION OF HISTORY/BACKGROUND

Juneteenth National Independence Day was enacted into law as a federal holiday on June 17, 2021. Juneteenth celebrates the ending of slavery in the United States. Although Abraham Lincoln declared the end of slavery January 1, 1863 with the signing of the Emancipation Proclamation, it was not until June 19, 1865 that news of the proclamation reached Texas. Therefore, June 19 became the date recognized in annual commemorations as the ending of slavery.

Although Juneteenth has been designated a federal holiday, it has not been enacted as a state holiday yet and is not listed in Education Code section 79020 as a Legally Mandated Holiday. Nonetheless, community college districts have been granted authority by the Chancellor's Office to adopt local holidays, and as long as they take place at a time when state apportionment classes are not being offered there is no loss of state funding. At Glendale Community College Spring semester ends on Wednesday, June 15, 2022, and the first day of Summer session is Monday, June 20, 2022. Therefore, it is proposed GCCD be closed for a local holiday on Friday, June 17, 2022.

### COMMITTEE HISTORY

College Executive Committee      December 14, 2021

### FISCAL IMPACT

None

### RECOMMENDATION

The Superintendent/President recommends that the Board of Trustees approve Friday, June 17, 2022 as a local holiday in commemoration and celebration of Juneteenth and that Juneteenth be included in the Academic and College Calendars in future years.

## GLENDALE COMMUNITY COLLEGE DISTRICT

December 21, 2021

### COLLEGE LEADERS REPORTS

TO: Board of Trustees

SUBMITTED BY: David Viar, Superintendent/President

PREPARED BY: Office of the Superintendent/President

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### ACADEMIC SENATE REPRESENTATIVE TO THE BOARD

Roger Dickes, Academic Senate President

- The Senate approved an Addendum to the Academic Rank advancement memo, which itself was approved the preceding month.
- The Senate voted to encourage adoption of Open Educational Resources among college programs.
- The Senate approved Program Set Standard and Stretch Goals for the 2021-2022 year.
- The Senate received a presentation from Melissa Malandrakis and Ryan Bishop on Program Mapper.
- The Senate discussed the implications of AB111 and AB928, with help from Dr. Richard Cortes.
- The Senate is running multiple task forces on:
  - AR 4261 revision
  - Encouraging student academic integrity
  - Revising faculty awards processes

### GUILD REPRESENTATIVE TO THE BOARD

Emily Haraldson, Guild President

- Guild membership ratified a tentative agreement on Article X (Class Size) on Wednesday, December 8th. The TA was ratified using online balloting software for the first time in the Guild's history. Our voting numbers increased significantly since the start of the pandemic.
- A Covid-19 memorandum of understanding (MOU) for Winter/Spring 2022 was signed on December 2nd.
- Guild membership ranked 17 proposed reopeners for the 2022-2023 negotiations cycle. Guild Executive officers and negotiations team members will meet in January to review the ranking.

## GUILD REPRESENTATIVE TO THE BOARD - continued

- A Part-Time Parity Task Force has been established by our 2<sup>nd</sup> Vice President Juliann Wolfram and chaired by math professor and former Guild President Mike Allen. Additionally, the California Federation of Teachers now has a Part-Time Faculty Campaign Coordinator to unify community college faculty around part-time issues like salary parity and health care at the state level.
- Happy Holidays to all our trustees, faculty, staff, and administrators!

## CSEA REPRESENTATIVE TO THE BOARD

### Narbeh Nazari, Outgoing CSEA President

- I want to express my deepest gratitude to our members for giving me the opportunity to serve them in various positions of this remarkable organization. I leave CSEA Executive Board with fond memories of the last 11 years and with relationships with colleagues and co-workers that will continue forever.
- I would also like to congratulate and introduce CSEA's newly elected Executive board:

Chapter President – Terry Flexser  
1st Vice President – Irina Shumakova  
2nd Vice President – Arpi Amirian  
Grievance Officer – Sevada Avakian  
Secretary – Nusha Shishegar  
Treasurer – Arlet Abramians

## VICE PRESIDENTS

### Anthony Culpepper, Executive Vice President, Administrative Services

- **Assembly and Senate (Bicameral) Committee Reports**

#### Assembly

GCC will benefit from the broadband access initiative that is included in the Assembly's budget initiatives. Approximately, 48% of GCC students are under the age of 25 years. It can be inferred that this population of GCC students' constituency is living at home. **Thus, the access to internet services in various geographic areas will be critical as the instructional modality continues to trend toward distance education.** Further, approximately 2/3rds (est. 9,000 Headcount) of GCC students qualify for California College Promise Grants; which is an indicator that the broadband investment could significantly support GCC students who may be economically insecure.

#### Senate

GCC retirement liabilities continue to increase year over year. The Senate has proposed to invest more monies in reducing the state debts and retirement. Over the past two years, this action has expanded to reducing the District's (employer) contribution rate to CalStrs/CalPers.

## VICE PRESIDENTS – continued

Both committees are focused on investing in mental and physical health. The goal is to support Californians as they make their way back to work.

### **District Growth and Development**

The Assembly current budget proposal includes Cal Grant expansion to 100,000 community college students. In 2020-21 GCC data indicates that 1,715 students received Cal Grant A/B aid (est. \$3.1M).

California statewide proposal includes:

1. \$100M one-time support for Guided Pathways.
2. \$20.3M on-going for enrollment and retention
3. Funds for Credit for prior learning programs
4. Funds for Textbook Affordability
5. \$179K for comprehensive study of Black Student Success
6. \$1.1M for expansion of A2Mend (African American males in higher education)
7. \$20M on-going for Foster Youth Programs

### **Budget and Finance**

#### **Effect of State Revenue Surplus (\$31.2B)**

A proposal to increase proposition 98 funding by \$22.5B for all schools is supported by the Assembly. This increase could potentially allocate an additional \$2.32B to Community Colleges.

Paul Schlossman, Vice President, Student Services

- No written report presented.

Michael Ritterbrown, Vice President, Instructional Services

- GCC's Study Abroad Program and Baja Field Studies Program together were ranked #1 in the United States among community colleges offering short-term international study-travel opportunities. The rankings appeared in the 2021 Open Doors Annual Report. Our thanks to Darren Leaver for his outstanding leadership of the Study Abroad Program and to Javier Gago and Maria Kretzman for their outstanding leadership of our Baja Field Studies Program.
- Attended the Guided Pathways Advisory Committee meeting with the Chancellor's office. The Chancellor's Office has extended the period during which previously allocated funds may be used to at least July of 2022. An additional one-time allocation of \$50 million will be distributed to colleges in July 2021. Colleges will have until 2026 to use the funds. GCC's share of this allocation is expected to be about \$500,000.
- Met with faculty from across the disciplines to discuss increasing the use of contextualized learning and authentic assessment
- Implementation of CVC (California Virtual Campus)/OEI (Online Education Initiative) has entered the second phase. With the completion of this phase, GCC will become a teaching college, meaning that students from around the state can register into approved online classes without filling out a separate application. This is expected to boost both enrollment and access.

## VICE PRESIDENTS – continued

Victoria Simmons, Vice President, Human Resources

- Superintendent/President Search:
  - o 11/23/2021: Position posted in NeoGov and accepting applications
  - o 11/29/2021: Advertising posted in various digital aggregate job boards and JobElephant recommended diversity sites based on clicks/per cost
- COVID 19-Related Matters:
  - o Continued Implementation of BP 3507 COVID 19 Vaccination Requirements for Employees with a Fall 2021 Assignment
    - Vaccination exemption interactive meetings: 39 meetings conducted as of 12/10/2021. Follow up with employees regarding temporary or authorized accommodations, including use of N95 respirators and weekly PCR testing requirements
    - Onsite employee verification concluded
    - Remote employee verification: track Fall 2021 employees who have yet to verify vaccination status. Since mid-November, employees who have yet to verify vaccination status receiving weekly email notification to upload vaccination verification using Kokomo 24/7; managers also requested to follow up with employees who have yet to verify vaccination status
    - Discussions with Shaw Consulting to assume remaining request for accommodation exemptions
  - o 2021 Memoranda of Understanding
    - Guild = 10
    - CSEA = 8; 1 pending regarding Addressing COVID-19 from 1/4/2022 through 6/15/2022
  - o Continue to track positive case notifications in conjunction with Health Center
    - Implemented CalOSHA positive case notification requirements effective 1/1/2021; to date, 23 notices issued
- Negotiations Update:
  - o CSEA negotiations:
    - Negotiations commenced on 10/27/2021. Next negotiation date 1/5/2022. Tentative agreement reached on four articles
    - MOU regarding CPSHR classification and compensation study
  - o Guild negotiations:
    - Negotiations concluded on 12/2/202. Tentative agreement reached on one article; tentative agreement ratified by Guild
- Human Resources website landing page and subpages: continue refining edits to newly created landing and subpages.
- Organization charts: for first time, GCCD has comprehensive department and/or division organization charts noting permanent fulltime faculty, classified staff, and administrators. Organization charts will be updated periodically

## VICE PRESIDENTS – continued

- CPSHR Studies:
  - o Classified staff classification study: CSEA reviewing 52 classification series and 78 job descriptions (series structure and job descriptions) with incumbents; managers provided with series structure chart; consolidated and aligned job descriptions and classifications with California community college districts. CSEA continuing to meet with its employees regarding feedback on proposed classifications and classification specifications (job description). District and CSEA continuing to meet to discuss questions.
  - o Manager and Confidential (MaC) classification study: employee interviews concluded; CPSHR currently drafting report and proposed classifications; study timeline on schedule
- Workers' Compensation (WC) and Leaves of Absence (LOA) Administration
  - o 12/2/2021 attend quarterly SLIM Workers' Compensation Board Meeting
  - o 12/9/2021 conduct WC claims review with third party administrator, Keenan and Associates
  - o Continued review and administration of WC claims and LOAs
  - o Continue conducting virtual ergonomic assessments in a virtual environment
- Professional Development Endeavors & Offerings:
  - o Partner with classified staff, administrators and confidentials to complete Child Abuse Mandated Reporter training in Keenan Safe Colleges by 11/30/2021
  - o Fulltime and adjunct faculty encouraged to complete Child Abuse Mandated Reporter training in Keenan Safe Colleges on 9/28/2021 and 12/2/2021
  - o Continue exploring creating a stress and time management mini-training academy with Keenan and Associates
- Attended:
  - o 2 CCCCCO bi-monthly webinars
- Talent Acquisition (Recruitment) Updates:
  - o Ongoing Recruitments:
    - Faculty: 15
    - Classified: 13 (multiple positions in single classification)
    - Administrators and Confidentials: 5
  - o 2021 Recruitments: successfully Completed Recruitments:
    - Faculty: 4
    - Classified: 11
    - Administrators and Confidentials: 1
    - Adjuncts: 97 (Winter, Spring, Summer, Fall 2021 and Winter, Spring 2022)
    - Temporary employees and professional experts: 18
    - Total positions filled to date: 131
  - o Continue efforts to refine talent acquisition EEO processes and stakeholder exploration of student participation on all hiring committees
- NeoGov
- Perform implementation: 12/1/2021 resume bi-weekly implementation meetings. Management, classified staff and confidentials e-evaluation process fully implemented and launched. Partnering with NeoGov consultant to build fulltime faculty evaluations.

## VICE PRESIDENTS – continued

- o Project plan includes building, testing, training and launching faculty e-evaluations, including tracking and reporting
- o Onboard implementation: paused pending implementation of Perform
- o E-Forms (e-personnel files) implementation: initiate after full deployment of Perform
- Americans with Disability Act Administration
  - o Continue conducting interactive meetings
- Review of Human Resources-related 3000 and 7000 series Board Policies and Administrative Regulations
  - o Review completed and either adopted by BOT (Board Policies/BPs) or participatory governance (Administrative Regulations/ARs)
    - Submitted for review: BPs - 47 ARs – 41
    - Total BPs and ARs reviewed to date: 88
- Human Resources Information Systems (HRIS) and Cloud-Based Software Solutions
  - o Continue Oracle efforts to validate and scrub data

## ASSOCIATED STUDENTS OF GLENDALE COMMUNITY COLLEGE

Diana Morales, ASGCC President and Student Trustee

- ASGCC hosted a virtual De-Stigmatizing Community College to High School Students event on December 7<sup>th</sup>. We are looking forward to going to local high schools next semester and presenting this in-person.
- Financial Literacy Series finished late November and each event had over 150 participants.
- The Organizations Committee hosted a second part to the Vaccine Townhall. Students were able to send in questions and express concerns throughout the event.
- The Executive team and I are setting up interviews for the Spring semester applicants which will take place in early January.

## BOARD OF TRUSTEES

Yvette Vartanian Davis, Member

- LA County Assessor Advisory Committee 11/17
- Joint CCT/CEOCC Board Meeting 11/18
- CCLC Trustee Seminar 12/9
- CA Armenia Legislative Caucus Meeting 12/10
- Glendale Educational Foundation Winter Party 12/10
- Vincent Price Art Museum (Board Treasurer) Art Auction 12/11
- ANC CV Chapter Holiday Party 12/13

## BOARD OF TRUSTEES – continued

### Desirée Portillo Rabinov, Member

- Participated in a joint meeting with Soroptimist Int'l of Glendale and USC Verdugo Hospital staff to sponsor next year's conference in September on Suicide Awareness and Prevention 11/29
- Attended the Arroyo Verdugo Communities Joint Powers Authority on the latest transportation planning projects underway and are in the planning stages. An updated presentation was on the East to West BRT alignment to Burbank, Glendale, and Pasadena to finalize the EIR report. 12/2
- Attended the Human Trafficking conference co-sponsored with Zonta of Burbank and Soroptimist Int'l of Glendale on 12/4
- Attended the Deukmejian Wilderness Park Mosaic "The Breadth of a Deukmejian Day" Sneak Peek unveiling and artist reception Ms. Hannah Maximova commissioned by the Glendale Parks and Open Space Foundation. 12/11
- Attended the Armenian American Crescenta Valley chapter Christmas party 12/13
- Participated in the GCC Special Board Meeting on the College district boundary adjustment, 12/13
- Participated in the Streets are for Everyone webinar as Councilmember and Chair of the Streets and Transportation committee for Crescenta Valley on policies and other safety measures initiated and implemented.
- Attended the Soroptimist of Glendale Holiday Lunch 12/16
- Assisted with the Union Rescue Mission at Hope Gardens home for single women and their children Holiday Christmas store gift wrapping and shopping. 12/17

### Ann Ransford, Vice President

- CCLC Annual Convention 11/16-11/19
- CCLC ACES Meeting (Advisory Committee on Education Services) 12/3
- CCCT Endorsement Interviews 12/6
- Guided Pathways Adv. Committee 12/7
- CCLC Trustee Webinar - DEI Data 12/9

### Armine Hacopian, President

- Armenian Educational Foundation Gallery event for several new artists 12/5
- Lunch meeting with Rick Dinger, President of GCC Foundation, Lisa Brooks, Executive Director of GCC Foundation, and Trustee Ann Ransford, GCC Board Vice-President, regarding future new construction at GCC 12/9