



# GLENDALE COMMUNITY COLLEGE

A MARICOPA COMMUNITY COLLEGE

## Administration Collaboration Team (ACT) Meeting

### Agenda & Minutes

March 27, 2024

2:00 - 4:00 p.m.

A-123/Google Meet

<input checked="" type="checkbox"/>	Tiffany Hernandez	<input checked="" type="checkbox"/>	Lorelei Konopka	<input checked="" type="checkbox"/>	Auggi Erpelding	<input checked="" type="checkbox"/>	Monica Castaneda
<input type="checkbox"/>		<input checked="" type="checkbox"/>	Susan Campbell	<input checked="" type="checkbox"/>	Carly Zufelt	<input checked="" type="checkbox"/>	Doug Deiss
<input type="checkbox"/>	Lou Sanchez	<input checked="" type="checkbox"/>	Genesis Toole	<input checked="" type="checkbox"/>	John Heckenlaible	<input checked="" type="checkbox"/>	Susan Bedker
<input checked="" type="checkbox"/>	Al Gonzalez	<input checked="" type="checkbox"/>	Kim Golis	<input type="checkbox"/>	June Fessenden	<input checked="" type="checkbox"/>	Bobbi Johnstone
<input type="checkbox"/>	Joe Delgado	<input type="checkbox"/>	Guest:	<input type="checkbox"/>	Guest:	<input type="checkbox"/>	
<input checked="" type="checkbox"/>	Esmeralda Acosta - Notes	<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	

### AGENDA

- |   |                   |
|---|-------------------|
| 1. 4DX Report Out                                 | All               |
| 2. Approval of <a href="#">3/6/24 Minutes</a>     | All               |
| 3. President's Announcement & Updates             | Tiffany Hernandez |
| 4. Clery Risk Assessment Facility Project         | Auggi Erpelding   |
| 5. ADA Accommodations Processes for Employees     | June Fessenden    |
| 6. Years of Service Recognition Calculation (OYO) | Tiffany and June  |
| 7. Officing for Remote Employees (IE, Grants)     | Tiffany and Lore  |
| 8. Food Distributions                             | Genesis Toole     |
| 9. Pantry - Phase 2                               | Genesis Toole     |
| 10. College Space Usage                           | Doug Deiss        |

## 11. Other

### DISCUSSION

1. 4DX Report Out All
2. Approval of [3/6/24 Minutes](#) All
  - a. Approved
3. President's Announcement & Updates Tiffany Hernandez
  - a. President's Council approved tournament fund proposal.
4. Clery Risk Assessment Facility Project Auggi Erpelding
  - a. Emergency Management Plan - assess for threat risks.
    - i. Currently no dividing border between GCC and Sahuaro Ranch Park - will be working on this.
5. ADA Accommodations Processes for Employees June Fessenden
  - a. Tamra Gagnon will join the April 3 meeting to provide more information on ADA/FMLA process.
6. Years of Service Recognition Calculation (OYO) Tiffany and June
  - a. How do we include everyone (OYO, short-term, adjuncts, etc.). This can be something the ACES Employee Recognition Task Force can address for future.
7. Officing for Remote Employees (IE, Grants) Tiffany and Lore
  - a. What does it look like for fully remote employees that want to work on campus on a certain day to be able to do it? Are we using our spaces wisely and how can we do it?
8. Food Distributions Genesis Toole
  - a. Next food distributions on 4/18 & 5/16 @9am-1pm - struggle to get volunteers for these dates. Please encourage and support your employees' participation.
9. Pantry - Phase 2 Genesis Toole
  - a. Basic Needs Task force is moving along.
  - b. Served 6,800 students in February - need to expand the food pantry to include perishable food items but we need space - one idea is the employee lounge. This would be grant funded. St. Mary's could deliver perishable items as well.

10. College Space Usage

Doug Deiss

- a. AA side faculty min. is 2 days/week. RFA doesn't promise individual offices.
- b. Need some mechanism for reallocating spaces as needs evolve.
- c. Is there an inventory of offices/spaces available and how would we reserve them?
- d. Doug will submit a Shared Governance proposal for College Space Usage.

11. Other

- a. [Spring Events](#) Sign Up - please try to attend at least two events. Sheet will also be shared with Dept. Chairs and Faculty Senate.
- b. Need to identify an ACT Champion for each of the ACES recommendations as a consulting/support role to the task force.
  - i. Vision Task Force - Carly Zufelt
  - ii. Accountability Task Force - Doug Deiss
  - iii. Project Tracking Task Force - Auggi Erpelding, Al Gonzales
  - iv. Employee Recognition Task Force
  - v. Improve Service Task Force - Tiffany Hernandez