

**BOARD OF TRUSTEES
LONG BEACH COMMUNITY COLLEGE DISTRICT**

**Minutes of Meeting of
January 15, 2002**

The meeting of the Board of Trustees of the Long Beach Community College District, County of Los Angeles, California, was held in Building I, Liberal Arts Campus, 4901 East Carson Street, Long Beach, on January 15, 2002.

CALL TO ORDER

The meeting was called to order at 4:10 p.m., the items to be discussed in closed session were announced, and the meeting was adjourned to closed session.

The meeting was reconvened in open session at 5:00 p.m. in the Board Room, Liberal Arts Campus. President Clark reported that, in closed session, no action was taken.

PLEDGE OF ALLEGIANCE

President Clark led the Pledge of Allegiance.

ROLL CALL

Present: President Clark, Vice President Uranga,
 Member McNinch, Member Polsky, Member Thorpe,
 and Student Trustee Torres

WELCOME AND INTRODUCTIONS

President Clark welcomed everyone to the meeting.

APPROVAL OF MINUTES

President Clark: Is there a motion for approval of the minutes of November 3, 2001; December 4, 2001; and December 11, 2001?

It was moved by Member McNinch, seconded by Member Polsky, that the minutes of the meetings of November 3, 2001; December 4, 2001; and December 11, 2001, be approved as distributed. The motion carried, all voting aye.

ORDERING OF THE AGENDA

President Clark: There has been a request to take Item 12.6, the Honeywell Co-Generation Project. Unless there's an objection to that, we're going to start with that. Bill, do you want to make the introduction on that, and any comments?

Resolution, Honeywell, Inc. Co-Generation Project

Bill Flory: Sure. It's exciting to be here, starting a new year with a project where we're going to save some money as we move forward. It was about a year ago when we made a presentation to the Board where we talked about the concept of Co-Gen and that we were applying to the state for aid. We didn't hear anything from the state from last February until October, when they came back with a financing package that really didn't pay for everything that we wanted to address. So I asked Honeywell to go back and re-examine the numbers, work out the new rates that are in effect now for utilities, and to see if they could offer a guarantee to support the program much like they have done with the rest of the energy package. They have since come back and indicated they would offer that guarantee. Tonight, to make the presentation, we have Mike Lynaugh, with Honeywell, and several other guests that he will introduce as he comes to the podium. Thank you.

Mike Lynaugh introduced members of his team that were present at the Board meeting: Ed Matthews, District General Manager for Southern California; Scott Schroeder, West Area Sales Manager; and Dave Cummings, On-Site Technical Research Manager.

The following Powerpoint presentation was made:

President Clark: Mike, let me ask you - it appears that you would have a unit for every building, rather than having a central plant for the whole facility?

Mike Lynaugh: Right.

President Clark: So they're relatively small units, compared to having a single unit for the whole campus?

Mike Lynaugh: The units are probably about the size of a van. At each location, we'd have different sizes of units. Each unit is 60 kilowatts. You'd have a couple of those lined up with heat recovery units on those. Bill and I have gone out and looked at different locations.

Bill Flory: The strategy is two-fold: one, the exhaust temperatures off the turbines are about 500 degrees Fahrenheit. That's a lot of heat to capture. If I were operating a low pressure steam boiler, I would be very happy to have exhaust temperatures going up the stack at 350 degrees on a steam boiler and think that it was doing a great job. We're going to be capturing that in heating water and doing other kinds of things. The second thing, we're using under 75 kilowatt units, which we link together in modules to build the power size we want. There is no permanent requirement of the South District Quality Management District. Because it's natural gas, because it's turbine, it's very environmentally friendly. They do not require permits on it.

Member Polsky: You have to refresh my memory, but, don't we already have a contract with Honeywell to do some energy saving? I remember this from a couple of years ago, and it was explained to me and just sounded like the best deal in the world and we couldn't lose. Maybe you could just briefly tell me again, and how we're doing on that.

Bill Flory: We are finishing our first year of the agreement. We signed off on the work last December, so we're on the first year of performance. Dave was introduced here. He is the Energy Resource Manager who has been assigned to our location. He's with us a couple of days per week to assist in training our staff, looking at how we're using energy, and come up with other suggestions. We've implemented a long list of projects with air conditioning, heating, and energy control, lighting retrofits and things of that nature and Mike can go into that in just a second. We're at the point now where we'll be doing the evaluation of the first year of service and looking at what the impact has been. The initial numbers indicate a very favorable picture from last summer, when we had things up and running. We're very pleased with that.

Member Polsky: It must have come before the Board before that, because I thought it was longer than a year.

Bill Flory: It was. It's been about two years. It took a while to do the implementation. It took about a year to do the installation of all the equipment to make the changes as we worked through the various buildings.

Member Polsky: How did we fare with this terrible energy problem we had last year? Or were you implemented just right after that? I remember, last year, about February, we were having these terrible bills and we couldn't get another contract. You must have started about that time.

Mike Lynaugh: That was the I-6 rate. That was a special rate, that if they interrupted you and you didn't disconnect your power at that time, they sent you a bunch of extra bills for not curtailing your load. Thank goodness you're out of that now. At that time there was a lot of discussion on that to try and get out of that contract.

Member Polsky: So that's been settled and resolved and we're ok? Just tell me exactly just so I can fit this into perspective - the things that you installed a year ago, exactly what parts of the college does that affect and how does that save us energy? Just so I can kind of get it all together?

Mike Lynaugh: Essentially, what we did is we upgraded your air conditioning systems and you can think about -- I guess the closest translation I can think of is if you had an older automobile that used a lot of gas and you traded it in for a new one, so it's more fuel efficient. We put in systems that are more efficient, plus we gave you some controls that you can manage those systems better.

Member Polsky: So, it was mostly physical installations?

Bill Flory: I think in the first cycle we put, I think 12 buildings on the energy management system and of that we were controlling over seven million watts of power that, before, didn't have any automatic controls. So now we're setting temperatures remotely, we're setting lighting schedules remotely, and we're doing adjustments from the site. We automatically shut down for the holidays, for the weekends, and things of that nature. So, that was a big component. The theory was that by replacing aging equipment with more efficient equipment we would be able to retire the debt for recapitalizing the facilities with the savings. That was the intent. So the first package was a ten-year program, which started, as I said, last December when we signed off on construction.

Member Polsky: It's only been a year. So far it looks as though we are meeting our objectives and it's going to pay back?

Bill Flory: That's correct.

Member Polsky: Ok, that sounds good. I remember it was kind of great.

Bill Flory: As we look at this picture, we're going to be generating power for about eleven cents. We'll be buying it for twenty cents. So, every kilowatt that we generate saves us nine cents. That's well over a 45% reduction.

Member Polsky: What was the percentage that you said we would be co-generating? Did you say about 45%. I mean, how much of the total would you be supplying?

Mike Lynaugh: On your lightest load day, we'd be doing 50%; so in the wintertime it would be 50% and in the summertime that would be less, of course.

Member Thorpe: When you managed, and this was on the previous contract that Member Polsky is talking about, you said it's remote for the 25 buildings or thereabouts? Who puts their finger on the control if it's too hot or too cold? Is that all remotely done, automatically, or does your company do that or do we do that?

Bill Flory: It's controlled by my staff, using Honeywell equipment and software.

Member Thorpe: On this guarantee, on the current one before us tonight, could you kind of go into that? We have two resolutions, one to borrow the money and one to negotiate a contract. I was wondering - you said the guarantee would be through an eight year period.

Mike Lynaugh: Right.

Member Thorpe: I was just wondering what happens at the end of the eight year period. By that time, do we have a new generation of equipment, etc., new contract, how does that work?

Mike Lynaugh: Well, actually you're purchasing equipment, so at the end of the eight year agreement, the equipment will be your equipment. So, it would be up to Bill's group to make sure it's all maintained and working properly. Right now, we're in the preliminary stages. We need to go back to engineering, so we feel that actually you could beat the eight years. But on paper right now we're looking at eight years.

Member Thorpe: So, what is guaranteed, actually, my last question.

Mike Lynaugh: We guarantee the difference between what it would cost to generate the power and to purchase it. So, if you're paying twenty-one cents, we're guaranteeing that you would be able to produce it for twelve cents and we guarantee the difference between those two.

Member Thorpe: But, what about the loan in our second resolution - we have two - 12.6 and 12.7. Presumably, we're going to borrow the amount of money to pay your company to do the setup. Does that include interest or just simply that algebraic difference in the cost?

Mike Lynaugh: I don't know. Scott, could you help me out with that question?

Scott Schroeder: It is designed to be self-funding, meaning that the savings differential between what you would pay over that eight year period and what it would cost you to generate locally - that difference for that eight year period will be paid to Honeywell for the implementation. That savings difference after the eight year period is the college's for their use. So, in theory, if we're saving eight cents, that eight cents per kw is going to offset the installation for that period, in theory, keeping your rate static and then, at that point, the equipment would be yours to move forward with. And that does include interest -- that includes the entire payment for the project.

**Minutes, Meeting of the Board of Trustees
January 15, 2002**

Member Thorpe: And are we ready to sign? I mean, is there a statement to that effect, and just wanting the District signature, about where are we on this whole thing?

Bill Flory: What we're asking for this evening is for the Board to authorize Mr. Farrell to negotiate the final agreement and financing for the project.

Member Polsky: My question is, just so we understand, I know this is \$10 million, but say we have a \$5 million dollar project and we have to lease the equipment and we pay it out. We pay interest of 5.25% plus principal. So, are you saying that all of that money that we're paying out over a period of eight years, we will make back in the savings on the power?

Bill Flory: That's correct.

Member Polsky: So, say it's a total five and one half million dollars, we're going to save that over eight years by reduced utility costs.

Bill Flory: Right.

Member Thorpe: And, if we don't, then the company is going to fill in. Is that correct? If we don't - suppose we fall short, for some reason - then Honeywell, the first contract is that Honeywell had a guarantee of, if we didn't, you would contribute it and fill that in. Is that the same kind of a guarantee for this one?

Mike Lynaugh: Right.

Member Polsky: So, if we don't save enough over that period to pay back the money on the equipment, you are going to pick up the difference?

Mike Lynaugh: Right.

Member Polsky: And that's in the agreement?

Mike Lynaugh: That's in our existing agreement and what we were trying to do is to amend that existing agreement to move forward to this project.

Member Polsky: To include this?

Mike Lynaugh: Yes.

President Clark: Let me ask, are you looking at, in the project, of having all of the buildings serviced by these units or is this just a percentage of each one of the campuses?

Mike Lynaugh: We were looking at basically three locations. We have building L; then, the pool and then the AA and the BB are all tied in to the same electrical system down there.

**Minutes, Meeting of the Board of Trustees
January 15, 2002**

President Clark: So these would be the only three buildings, or the only three activities that would be covered? Ok, then are you looking at using this on other buildings on the campus over a period of time?

Mike Lynaugh: We talked about that. One of the challenges we had putting this thing together is the way your electrical loop here is set up at the college it made it a little bit more difficult. You have actually a nice system that's set up here for electrical. Bill and I originally looked at doing like one big generator. But then the problem we had was if we were in blackout mode where we had more load than we could handle; so we decided to go with the design that if something were to happen, you would still have power.

Bill Flory: The piece that really makes this attractive financially is that we capture waste heat. We take the exhaust heat off the turbine, run that through water, boil the water, and pump that somewhere... It requires that we have an existing pump and water boiler and air conditioner and everything connected to take advantage of the waste heat that's coming off the engine. If we don't have that in a building, then it really becomes cost prohibitive to install that and try to pay for all that capitalization, which is the savings from the turbine. In these locations, we already have the water systems there, so it's a matter of connecting to them, adding an absorber in one building and we're off and running.

President Clark: Let me ask, on the loan, you have a \$10 million dollar loan, is that paid off quarterly, annually, how are the payments on that, in that you're going to have some fluctuation with the amount that you save, depending on how much electricity you use. Summertime, I imagine you'd save more than you would in the wintertime, so how is that repaid - quarterly payments, monthly, annual?

Bill Flory: That still needs to be negotiated. Gene, do you know what the existing...

Gene Farrell: Typically, we make those biannual payments.

President Clark: Biannual. Ok. Any other questions?

Mike Lynaugh: I want to add one of the things that you mentioned the \$10 million dollars and we were talking about \$6.1 million.

President Clark: Well, they have \$10 million in here.

Member Polsky: That was "not to exceed," I think.

President Clark: Well, it says, "approximately."
So, this should be \$6.5 million?

Mike Lynaugh: \$ 6.1 million.

President Clark: Then that should be the motion - \$6.1 million. There's a big difference between \$10 million and \$6.1 million.

**Minutes, Meeting of the Board of Trustees
January 15, 2002**

Member Polsky: I don't think the resolution has a figure in it.

President Clark: Well, the recommendation requires to invest \$10 million. That's in the informational portion.

Member Thorpe: The resolution doesn't really cite a number.

President Clark: The resolution doesn't indicate any particular amount. Ok, not to exceed \$10 million.

Member Polsky: That's kind of the way I read it.

Student Trustee Torres: Why was Building L selected instead of another building?

Mike Lynaugh: Why was Building L selected? One of the reasons was that we were trying to consolidate students in one building. Building L and Building D were candidates. One of the issues that you have is when you have ten different buildings where you've got a few people working in each one, why air condition all those buildings when you can do the best you can to consolidate people into one individual building. You get more efficiency by doing it that way. That's why we selected L because we're trying to move more classes into L.

Student Trustee Torres: Building L - is it the administrative offices or is it the library?

Bill Flory: It's the Learning Resources building.

Student Trustee Torres: I couldn't recognize it from the picture. It's the wrong picture? That's why we couldn't figure it out.

President Clark: Do we have any other questions? There are two resolutions before the Board.

Member Thorpe: I just had one question. Are we going to, or should we, in our motion, fix that \$6.1 million in that second resolution?

President Clark: Well, it's "not to exceed." I think that in the information it should be "up to" instead of approximately.

Member Polsky: It should say, "not to exceed," like the other one does.

President Clark: So that they are the same, "not to exceed" \$10 million. The word "approximately" is in the information. It's not in the resolution. So we have a resolution to authorize the negotiations to enter into an agreement with Honeywell.

It was moved by Member Thorpe, seconded by Member Polsky, that the Board of Trustees approve Resolution No. 011502C authorizing the Interim Vice President, Administrative Services to enter into an agreement with Honeywell, Inc. to become the District's Performance Contracting Partner in co-generation upon completion of review

by legal counsel. This agreement requires Honeywell, Inc. to invest up to \$6.1 million in co-generation equipment and installation at Long Beach City College. The District will repay this investment through self-funding reductions in the overall costs of facilities operations.

Member Thorpe: After this negotiation, will this come back to the Board for ratification perhaps in an award category or something? Would there still be one more control?

Gene Farrell: Yes.

The motion carried, all voting aye.

Resolution Authorizing Financing with Municipal Leasing Finance Corporation for a Municipal Lease-Purchase Agreement

It was moved by Member Uranga, seconded by Member Thorpe, that the Board approve Resolution No. 011502D authorizing the Interim Vice President, Administrative Services to enter into an agreement with Municipal Leasing Finance Corporation to finance the co-generation agreement with Honeywell, Inc. upon completion of review by legal counsel.

The motion carried, all voting aye.

REPORT OF BOARD OF TRUSTEES

Resolution, Black History Month

It was moved by Member McNinch, seconded by Member Thorpe, that the Board of Trustees approve Resolution No. 011502A proclaiming February 2002, as Black History Month.

The motion carried, all voting aye.

Approval of Expenditure of Funds Earned - Estate of Marian Sims Baughn

It was moved by Member Uranga, seconded by Member McNinch, that the Board of Trustees approve the expenditure of \$33,943.26, which was earned during the fiscal year 2000-2001 on the funds from the Estate of Marian Sims Baughn held by the Long Beach City College Foundation. The following expenditures are proposed:

A grant of \$10,000 toward the purchase of software and equipment for the Long Beach City College Planetarium.

A grant of \$8,943.26 for the completion of the remodeling of the Nursing and Health Technologies Learning Center.

A grant of \$15,000 for the remodeling of the Baughn Poetry Room in the English Building, Liberal Arts Campus.

Member Thorpe: Is this being held by the Foundation?

Superintendent-President Kehoe: The Foundation.

Member Polsky: I just think it's fabulous. A great way to spend the money, and it's just the interest.

Superintendent-President Kehoe: Yes. It's just the interest.

The motion carried, all voting aye.

Committee Reports

Member Thorpe: We've been asked if anyone is interested in submitting their name for the Director position, Area 4, and that's for the Los Angeles County Schools Trustees Association Board. We have until April to do that and Joan, before she left, said that she had more applications and I do have one this evening, Member Clark, if you'd like to make that available, if anyone is interested. It's pretty self-explanatory.

STUDENT TRUSTEE

Student Trustee Torres: Happy New Year! The semester seems to have begun with a smooth start. Students seem to be getting their classes without a lot of problems this semester. Students have already begun participating in activities. Today eight students from the Associated Student Body attended the State of the City luncheon. Darryl Wilson, this semester's ASB president had the pleasure of initiating the Pledge of Allegiance. On behalf of the various organizations, I would like to give thanks to the members of the Board who attended the various leadership award ceremonies. Your attendance was well appreciated.

PUBLIC COMMENTS ON AGENDA ITEMS

President Clark: At their request, members of the public may address the Board of Trustees on any item prior to or during the Board's consideration of that item. A five (5) minute time limit will be allotted to each speaker, with a maximum of twenty minutes for each subject, unless extended by the Board President. There were no requests to speak.

The following items were part of the Consent Agenda

HUMAN RESOURCES (Academic)

It was recommended by the Administrative Dean, Human Resources, and the Superintendent that the Board of Trustees approve/ratify the following actions:

Appointments

Special Contracts	1
Hourly Instructors – Spring	119
Long Term Substitute Instructors	1

**Minutes, Meeting of the Board of Trustees
January 15, 2002**

Hourly Substitute Instructors	12
Stipends	30
Post Conference Competition	1

Separation From Employment

Deceased	1
----------	---

HUMAN RESOURCES (Classified)

It was recommended by the Administrative Dean, Human Resources, and the Superintendent that the Board of Trustees approve/ratify the following actions:

APPOINTMENTS

Probationary	3
Temporary	12
Exempt From the Merit System	36

SEPARATION FROM EMPLOYMENT

Resignations	1
--------------	---

FINANCE AND PURCHASING

It was recommended by the Vice President, Administrative Services, and the Superintendent that the Board of Trustees approve the following actions:

FINANCE

Appropriation Transfers

(a) Appropriation Transfers numbered 42461, 42911, 50223, 50232, 51584, 51586, 51595, 51607, 51853, 51875, 51890, 51908, 51924, 51937, 52043, 52066, 52078, 52080, 52089, 52313, 52332, and 52720 for the General Fund, in the amount of \$194,341 as listed.

From:	Academic Salaries	\$	4,068	
	Classified Salaries		30,681	
	Staff Benefits		10,268	
	Books and Other Supplies		49,805	
	Other Operating Expenses		25,936	
	Capital Outlay		48,583	
	Appropriation for Contingencies		<u>25,000</u>	\$ 194,341

To:	Academic Salaries	\$	28,073	
	Classified Salaries		38,529	
	Staff Benefits		3,462	
	Books and Other Supplies		25,691	
	Other Operating Expenses		19,410	
	Capital Outlay		6,000	
	Student Financial Aid		<u>73,176</u>	\$ 194,341

**Minutes, Meeting of the Board of Trustees
January 15, 2002**

Included in the total appropriation of \$194,341 are the following transfers greater than \$10,000:

<u>AT</u>	<u>From</u>	<u>To</u>	<u>Department</u>	<u>Amount</u>
42911	231000-01-631000-0210	766300-01-631000-0210	Student Counseling/ Guidance	\$ 15,174
	395000-01-631000-0210			
	456500-01-631000-0210			
	514000-01-631000-0210			
	522500-01-631000-0210			
	765000-01-631000-0210			

From Student Help, Staff Benefits, Duplicating, Professional Services, Conferences, and Other Student Aid Books and Supplies to Student Financial Aid, Child Care, to transfer funds for Extended Opportunity Programs and Services District Match accounts.

51875	522600-01-684000-8550	766300-01-692000-8550	Child Care Center	\$ 24,165
	641000-01-684000-8550			
	647000-01-684000-8550			

From Conferences and Equipment to Student Financial Aid, to redistribute the After School Child Care Program budget.

51908	249000-01-601100-8110	766900-01-601100-8110	Creative Arts/ Applied Sciences	\$ 22,837
	395100-01-601100-8110			

From Hourly Classified Salaries and Staff Benefits to Student Financial Aid, Personal Items, to pay interns from correct account for the Job Program – Year 2.

(b) Appropriation Transfer numbered 52583 for the Student Financial Aid Fund, in the amount of \$78,296 as listed.

From:	Appropriation for Contingencies	\$ <u>78,296</u>	\$ 78,296
To:	Student Financial Aid	\$ <u>78,296</u>	\$ 78,296

There were no appropriation transfers over \$10,000 in the total appropriation of \$78,296.

Salary Warrants

Ratify issuance of salary warrants listed on Register No. 4002 through Register No. 4006 for the period of November 19, 2001, to November 30, 2001, in the amount of \$3,354,727.45 as listed.

Register No. 4002	Warrant Nos. 0683486 – 0683673	\$ 2,623,141.71
Issue Date 11/30/01		
Register No. 4003	Warrant Nos. 0683674 – 0683752	\$ 157,328.73
Issue Date 11/30/01		

**Minutes, Meeting of the Board of Trustees
January 15, 2002**

Register No. 4004 Issue Date 11/30/01	Warrant Nos. 0683753 – 0683846	\$ 253,733.06
Register No. 4005 Issue Date 11/30/01	Warrant Nos. 0683847 – 0683973	\$ 275,184.79
Register No. 4006 Issue Date 11/30/01	Warrant Nos. 0683974 – 0684093	\$ 45,339.16
	Total Salary Warrants Issued	\$ <u>3,354,727.45</u>

Commercial Warrants

Ratify issuance of commercial warrants for the period November 19, 2001, through November 30, 2001, in the amount of \$2,533,269.64 as listed.

Period Ending November 23, 2001		
General Fund	\$ 231,452.85	
Student Financial Aid Fund	948,808.28	
Payroll Clearing Fund	222,813.74	
Capital Project Fund	<u>22,831.73</u>	\$ 1,425,906.60
Period Ending November 30, 2001		
General Fund	\$ 92,771.15	
Student Financial Aid Fund	972,713.45	
Child Development Fund	200.00	
Payroll Clearing Fund	38,403.44	
Capital Project Fund	<u>3,275.00</u>	\$ <u>1,107,363.04</u>
	Two week total	\$ <u>2,533,269.64</u>

Included in the total expenditure of \$2,533,269.64 are the following payments greater than \$10,000, excluding employee benefits and utilities:

General Fund – Fund 01

1. \$ 36,000 to Ciber Inc., for PeopleSoft professional services from October 8, 2001, through October 19, 2001.
2. \$ 32,066 to First Union, for First Union VISA purchasing card for October 2001.
3. \$ 23,625 to Gene Farrell, dba S. C. Associates, for consulting services for the period of August 29, 2001, through October 31, 2001.
4. \$ 21,630 to Yale/Chase Material Handling, for a forklift truck for the warehouse, Pacific Coast Campus.
5. \$ 18,026 to Gateway Companies, Inc., for twelve computer systems for Upward Bound.

**Minutes, Meeting of the Board of Trustees
January 15, 2002**

6. \$ 11,463 to South Coast Air Quality Management District, for annual participation in the Air Quality Investment Program, Pacific Coast Campus.

Student Financial Aid Fund – Fund 09

1. \$ 42,373 to United States Department of Education, for reimbursement of excess funds from the 2000-2001 program year for the W. D. Ford Direct Loan Program.
2. \$ 12,477 to Associated Student Body Enterprises, for direct grants to students for Fall 2001 for the Project Launch Programs.

Capital Project Fund – Fund 15

1. \$ 20,733 to Gateway Companies, Inc., for nine laptop computers for Building D, Liberal Arts Campus.

PURCHASING

Bid Awards

CN99616.8 – With Mark Balan & Associates, for project management services for the electrical upgrade at PCC – Horticulture, Bldg. NN during the period of November 20, 2001, through June 30, 2002. Total amount not to exceed \$10,000.

CN99161.9 – With P2S Engineering, Inc., for engineering services for replacement of pool filters, pumps, pool circulation lines, deck, and heaters at LAC during the period of January 15, 2002, through June 30, 2003. Total amount not to exceed \$40,000.

CN99627.1 – With Robert Stewart, Architect, for architectural services to provide design of preliminary plans and budgets for the Culinary Arts cooking demonstration areas Bldg. BB at PCC during the period of January 16, 2002, through June 30, 2003. Total amount not to exceed \$30,500.

Amendments to Contracts

CN99619.1 – Parking Citation Processing with Turbo Data Systems, Inc. – Amendment #2 to process parking citations for Long Beach Community College District during the period of July 1, 2001 through June 30, 2002. Processing fee per citation is \$1.19 and the minimum monthly invoice amount shall be \$325. Total annual amount not to exceed \$6,000, for a total contract amount of \$16,500.

CN 99624.2 – With Regency Painting and Construction – Amendment #1 to provide unit priced general painting for District wide projects for the period of February 1, 2002, through January 31, 2003. Estimated contract usage not to exceed \$60,000 for period.

CN 99626.1 – With Angeles Contractor - Amendment #1, to provide unit priced general floor preparation and floor covering for District wide projects for the period of February 1, 2002, through January 31, 2003. Estimated usage not to exceed \$100,000 for period.

Purchase Order Approvals/Ratifications

Authorize the issuance of purchase orders for the period November 19, 2001, through November 30, 2001, in the amount of \$112,995.38 as listed.

**Minutes, Meeting of the Board of Trustees
January 15, 2002**

40663	\$ 250.00
41056	2,729.60
41066	1,288.73
41070	2,340.00
41131	623.00
41139	5,900.00
41169	114.45
41189 – 41191	2,146.04
41193 – 41195	8,834.24
41197 – 41219	31,842.96
41222 – 41239	32,072.32
41242 – 41257	23,961.32
41263 – 41264	341.06
P18105 – P18112	<u>551.66</u>
Total amount	\$112,995.38

Included in the total amount of purchase orders of \$112,995.38 are the following items greater than \$10,000:

Capital Fund – Fund 15

PO 41219	Emergency Repair of Electrical Bldg. E Replace Electrical Panels – LAC/PCC Account No. 568000-15-710100-5224	\$14,745.72
----------	--	-------------

ACADEMIC AFFAIRS, STUDENT SUPPORT AND ADMINISTRATIVE SERVICES

It was recommended by the Vice President, Academic Affairs; the Vice President, Administrative Services; the Vice President, Student Services; and the Superintendent, that the Board of Trustees approve the following actions:

Agreements

CN 92607.4 - Amend - With Pacific Hospital of Long Beach, to provide a clinical practice site for dietetic students, to extend the termination date from January 31, 2002, to January 31, 2005, at no cost to the District.

CN 92943.3 - Ratify - Amend - With Palmcrest House, to provide a clinical practice site for dietetic students, to extend the termination date from January 9, 2002, to January 9, 2007, at no cost to the District.

CN 92945.4 - Amend - With Artesia Christian Home, to provide a clinical practice site for dietetic students, to extend the termination date from January 15, 2002, to January 15, 2007, at no cost to the District.

**Minutes, Meeting of the Board of Trustees
January 15, 2002**

CN 92945.9 - Ratify - Amend - With Long Beach Unified School District, to provide a clinical practice site for dietetic students, to extend the termination date from January 12, 2002, to January 12, 2007, at no cost to the District.

CN 92966.8 - Amend - With Long Beach Unified School District - Head Start, for Long Beach Community College District to provide use of facilities for the Head Start program, to extend the termination date from December 31, 2001, to December 31, 2003, to increase the monthly rental amount from \$4,305.92, to \$4,487.96, to adjust for utility increases.

CN 92975.4 - Ratify - Amend - With PeopleSoft, Inc., Amendment #2, for the District to receive electronic delivery of software for PeopleSoft updates, effective December 5, 2001, at no cost to the District.

CN 93002.6 - Ratify - Amend - With Ewing & Company to provide additional services as needed, and increase the contract amount by \$5,000, for a total of \$7,000.

CN 93052.2 - Ratify - Amend - With Strategic Planning Services for Schools, to increase contract amount for additional service costs by \$1,672, effective October 1, 2001.

CN 93062.8 - Ratify - Amend - With Gene Farrell, dba: S. C. Associates, for additional services, to increase contract amount by \$12,000.

CN 93071.1 - Ratify - With Daisy Child Development Centers, to provide employment for a CalWORKs participant, \$7.00 per hour 20 hours per week, at 75% reimbursement, effective December 17, 2001, through June 10, 2002, for the amount of \$2,730.

CN 93071.2 - Ratify - With Long Beach Unified School District, for Long Beach Community College District to provide partial funding of salaries for School-to-Career Counselors at local high schools, effective December 1, 2001, through June 30, 2002, for the amount of \$5,000, paid with Tech Prep funds.

CN 93071.3 - Ratify - With Barbara Terry, dba: Terry Family Child Care, to provide licensed child care for CalWORKs participants, effective October 8, 2001, through June 30, 2002, for the amount of \$8,000, paid with CalWORKs funds.

CN 93071.4 - Ratify - With the Chancellor's Office, California Community Colleges, to provide funding for the Jobs In Broadcasting project, second year, effective September 15, 2001, through October 14, 2002. Amount of funding is \$127,900.

CN 93071.5 - Ratify - With the Chancellor's Office, California Community Colleges, to provide funding for the "Increasing Student Retention" project, effective September 12, 2001, through October 11, 2002. Amount of funding is \$60,000.

CN 93071.6 - Ratify - With Solano Community College District, fiscal agent for the Statewide Discipline/Industry Collaborative Grant, to provide funding for a self-study of the Family and Consumer Studies Department programs of Food and Nutrition, Interior

**Minutes, Meeting of the Board of Trustees
January 15, 2002**

Design, and Fashion, effective December 1, 2001, through March 1, 2002. Amount of funding is \$1,500.

CN 93071.7 - Ratify - With St. Mary Medical Center Foundation, to conduct outreach to the Cambodian Community, through the "Good Beginnings Never End" program, effective July 1, 2001, through June 30, 2003. Amount of funding is \$31,480 per year.

CN 93071.8 - Ratify - With The Children's Clinic, to provide health care services for uninsured children, up to 100 visits, effective July 1, 2001, through June 30, 2003. Amount of funding is \$3,635 per year.

Use of Facilities

Ratify request to use District facilities for activity and on date as shown.

<u>Organization</u>	<u>Campus</u>	<u>Event</u>	<u>Facilities</u>	<u>Date</u>
Paul Maurer Shows	PCC	Carnival	Parking Lot 1	12/17-12/24/01

User to be charged fees in accordance with Board-approved fee schedule.

Institutional Membership

American Association of Collegiate Registrars and Admissions Officers	\$613
--	-------

Donations

Accept the donation from Anita Gibbons, 3127 E. Vista, Long Beach, CA 90803, of one 220-volt air compressor, for use in the Advanced Transportation Technology program and request that a letter of appreciation be sent.

Accept the donation from American Isuzu Motors, 13340 183rd Street, Cerritos, CA 90702, of one white, 1997 Isuzu Hombre VIN# 1GGCS1443W8650010, for use in the Automotive program, and request that a letter of appreciation be sent.

Accept the donation from American Isuzu Motors, 13340 183rd Street, Cerritos, CA 90702, of one blue, 1995 Isuzu Oasis VIN# JR2RJ1875TC000004, for use in the Automotive program, and request that a letter of appreciation be sent.

Accept the donation from American Isuzu Motors, 13340 183rd Street, Cerritos, CA 90702, of one pewter, 1999 Isuzu Hombre VIN# 1GGCS1444x8650003, for use in the Automotive program, and request that a letter of appreciation be sent.

Accept the donation from American Isuzu Motors, 13340 183rd Street, Cerritos, CA 90702, of one silver, 1995½ Isuzu Rodeo VIN# 4S2CG58VXS4346417, for use in the Automotive program, and request that a letter of appreciation be sent.

Accept the donation from American Isuzu Motors, 13340 183rd Street, Cerritos, CA 90702, of one gold, 2000 Isuzu Rodeo VIN# 4S2DM58WXY4300052, for use in the Automotive program, and request that a letter of appreciation be sent.

**Minutes, Meeting of the Board of Trustees
January 15, 2002**

Accept the donation from American Isuzu Motors, 13340 183rd Street, Cerritos, CA 90702, of one green, 1996 Isuzu Rodeo VIN# 4S2CM58V6V4300001, for use in the Automotive program, and request that a letter of appreciation be sent.

Accept the donation from American Isuzu Motors, 13340 183rd Street, Cerritos, CA 90702, of one copper, 1998 Isuzu Amigo VIN# 4S2CM57W2W300027, for use in the Automotive program, and request that a letter of appreciation be sent.

Accept the donation from American Isuzu Motors, 13340 183rd Street, Cerritos, CA 90702, of one gold, 1998 Isuzu Amigo VIN# 4S2CM57W2W4327885, for use in the Automotive program, and request that a letter of appreciation be sent.

Accept the donation from American Isuzu Motors, 13340 183rd Street, Cerritos, CA 90702, of one orange, 1998 Isuzu Amigo VIN# 4S2CM57DXW4300027, for use in the Automotive program, and request that a letter of appreciation be sent.

It was moved by Member McNinch, seconded by Member Uranga, that the items on the Consent Agenda be approved and authorized.

The motion carried, all voting aye.

ACADEMIC SENATE (Title 5, Section 53203)

New Course Recommendations

Steve Wallech: Tonight, I have 64 new courses for your approval. The courses represent a semester's work by the Course Evaluation Subcommittee of the Curriculum Committee and the Curriculum Committee itself. Each course fits into a department, certificate or program as part of the ongoing process to make the best classes available to our students. For example, eleven are online versions of existing courses. One is an honors variation of an existing course. Because there are so many new courses for your consideration, I thought I would ask you if you have any questions about any particular school's curriculum, rather than review each of the items. So, if you want to look through them and pick out any item, go ahead.

Member Thorpe: I'll accept the challenge, Steve. I know, in the good old days, these things used to be discussed in a little bit more detail, together with course schedules that would come in so that you could, if there were any extremist Board members, they could say, "No, you can't teach that," and so forth. But one caught my eye - the Social Science courses - I think these are courses that would be three hours lecture during the week. Is that correct?

Steve Wallech: Which courses in particular?

Member Thorpe: Philosophy 10, Introduction to Feminist Philosophy - I had a little difficulty with that because I thought I must be behind, way behind since I didn't know that feminists have a philosophy which...

Member McNinch: We do.

President Clark: You didn't know that?

Member Polsky: Probably different than yours, Darwin.

Member Thorpe: No, I didn't. I went to the State of the City today and listened to Mayor O'Neill, so maybe that's what I heard, but... I just wondered about that and the three units. I remember several years ago I mentioned that curricula around the state are kind of like the old cockroach motel. They go in but they never come out of the catalog. And I keep seeing the catalog growing...

Steve Wallech: Actually, they do come out of the catalog.

Member Thorpe: They do?

Steve Wallech: Yes. We have a whole process of discontinuing courses and we take them out of the catalog on a regular basis.

Member Thorpe: Do you bring those to the Board and then we eliminate those or do you just drop them?

Steve Wallech: That I don't know. I thought that when it comes to a course discontinuance, the Curriculum Committee was responsible for that. We keep it in a holding bin because we thought we might re-activate them some time in the future and that would be a waste of the Board's time, I thought.

Member McNinch: I do recall a couple of years back when we dropped Barbering because no one was enrolling in it.

Steve Wallech: Anyway, you were talking about Philosophy of Feminism? It was like the development of women's history. It's a program that began about 20 years ago and it's been picking up momentum and it's now a part of the General Education pattern, so it's now moved from Women's History also into the area of Philosophy. There's a whole new industry out there looking at feminist issues; for example, the idea that women came from Adam's rib is a reversal of the birth process and it's become quite a heavy philosophical issue that is being discussed now in this type of course.

Member Thorpe: That is a heavy philosophical issue?

Steve Wallech: Oh, a heavy philosophical issue

Member Thorpe: Do they have to take Biology also when they take this course? Well, that's very interesting to me. As you said and I see 64 courses and I know that obviously somebody worked real hard on each one of these, putting these in, I'm not sure and I see the one, "Introduction to Existentialism," which I'm kind of up on, for three units, and these still seem like specialty courses that one would get in upper division in UCLA, etc., a four-year school, as opposed to fundamental philosophy, and many students don't know fundamental philosophy.

Steve Wallech: The way a course like this comes to the Curriculum Committee, it goes through a process and the process is that we look for similar courses in other community colleges as well as in lower division curriculum for the CSU and UC, and, if we can't find a matching course, then it doesn't get past the curriculum process. So, these are courses that do exist in the lower division ranks of the CSU and UC system.

Member Thorpe: The CSU system?

Steve Wallech: CSU and UC. So, that's one of the things that we look for.

President Clark: Let me ask, is there any reason that you have so many new courses. Has it been particularly active or is it...

Steve Wallech: Actually, no. This is not that surprising. It's kind of normal for us. This is the time of year that we bring them to you in one large package. I think 64 new courses is a rather small number. I was expecting more.

President Clark: Ok, are there any other questions?

Member McNinch: I'd like to make a comment. I think that it's appropriate that we have just approved Black History Month and, looking at Music 45AD, Gospel Choir, since that music did originate from the AME and Black churches, I think that's a lovely coordination that we're doing that.

It was moved by Member McNinch, seconded by Member Uranga, that the Board approve the following 63 new courses for Fall 2002 and one Selected Topics course for Spring 2002:

BUSINESS AND SOCIAL SCIENCES, SCHOOL OF

ADJUS 408, Plainclothes Operation (1.5)
ADJUS 463, Basic MP-5 Submachine Gun (1.0)
ADJUS 464, Motor Officer Recertification (.5)
CAOTC 215A, Microsoft Outlook (2.0)
CAOTC 215B, Electronic Records Management (2.0)
CAOTC 241A, Excel MOUS Proficient-User Exam Prep (.5)
CAOTC 44E (Online), PowerPoint for Windows, Advanced (1.0)
CAOTC 44E, PowerPoint for Windows, Advanced (1.0)
CAOTO 263, Customer Services (1.0)
CBIS 13, C++ Data Structures and Algorithms (3.5)
CBIS 14B, Java Data Structures and Algorithms (3.5)
CBIS 2 (Online), Help Desk Technician-Advanced MS Office (3.0)
CBIS 208B, Advanced Visual Basic Programming (4.0)

**Minutes, Meeting of the Board of Trustees
January 15, 2002**

CBIS 240A, Unix Fundamentals (1.0)
CBIS 240B, Unix – Systems Administration I (2.0)
CBIS 208C, Visual Basic for Application Programming (3.0)
CBIS 240C Unix – Systems Administration II (2.0)
CBIS 242, Programming: Introduction to Oracle (2.5)
CBIS 243, Programming: Oracle Program Units (2.0)
CBIS 244, Develop Oracle Forms (2.5)
CBIS 245, Develop Oracle Reports (2..0)
ECON 4, Contemporary Economic Issues (3.0)
FIRE 400D, Special Topics in Fire Science (3.0)
FIRE 400E, Special Topics in Fire Science (3.5)
FIRE 400F, Special Topics in Fire Sciences (5.0)
GBUS 5 (Online), Introduction to Business (3.0)
IBUS 270 AD, International Business Work Experience Issues (1.0)
LAW 18A (Online), Business Law (3.0)
PHIL 10, Introduction to Feminist Philosophy (3.0)
PHIL 15, Introduction to Political Philosophy (3.0)
PHIL 16, Introduction to Business Ethics (3.0)
PHIL 7H, Introduction to Ethics (Honors) (3.0)
PHIL 9, Introduction to Existentialism (3.0)
PSYCH 1 (Online), Introduction to Psychology (3.0)

CREATIVE ARTS AND APPLIED SCIENCES, SCHOOL OF

MUSIC 10AD, Musicianship 3 (2.0)
MUSIC 45AD, Gospel Choir (1.0)
MUSIC 5AD, Musicianship 1 (2.0)
MUSIC 9AD, Musicianship 2 (2.0)

HEALTH AND SCIENCES, SCHOOL OF

ADN 286, (Online) Nursing Applications of Pharmacology (3.0)
ADN 486, (Online) Nursing Applications of Pharmacology (2.0)
AH 220L, Phlebotomy Practicum (1.0)
VOCN 286, (Online) Nursing Applications of Pharmacology (3.0)
VOCN 486 (Online) Nursing Applications of Pharmacology (2.0)

LEARNING RESOURCES AND EDUCATIONAL SERVICES, SCHOOL OF

LEARN 11 (Online) College Learning Skills Workshop (2.0)
LIB 2 (Online), Web Databases (.5)
LIB 2, Web Databases (.5)
LIB 3, Information Competency (3.0)
LIB 610, Basic Research Skills (0.0)
LIB 810, Web Health Resources (1.0)
LIB 811, Web Business Resources (1.0)
LIB 812, Web Law Resources (1.0)
LIB3 (Online), Information Competency (3.0)

STUDENT SERVICES

COUNS 2, Making a Difference with Mentoring (2.0)
COUNS 48, (Online) Career Exploration (1.0)

TRADES AND INDUSTRIAL TECHNOLOGIES, SCHOOL OF

AC/R 220, Refrigeration Fundamentals (3.0)
AC/R 223, Gas Heating Fundamentals (3.0)
AC/R 226, Air Properties and Measurement (2.0)
AC/R 229, Heat Pumps (3.0)
AC/R 230, Electrical Fundamentals (3.0)
AC/R 233, Commercial Electrical for HVAC (3.0)
AC/R 236A, Automobile Air Conditioning (2.5)
AC/R 236B, Advanced Automobile Air Conditioning (2.5)
CARP 250, Pre-Apprenticeship Training (5.5)
ELTC 298E, ST Cisco Networking V, Advanced Routing (3.0)

The motion carried, all voting aye.

SUPERINTENDENT-PRESIDENT

Superintendent-President's Report

Superintendent-President Kehoe: I just wanted to mention the State of the City, and to compliment the staff members that worked so hard to make it such a success. Those were the members of our Media staff, under Dean Suarez. They are also the Marketing Division, under Karen Kane. I also wanted to mention Economic Development, because they did a lot of leg work for this event as well as coordinating the tables and just a million things. I want to compliment all of you that directed them and all of your staff members that participated and to the rest of the deans who brought members of their divisions to attend today's meeting. Thank you all for doing that and making us look very, very good today.

ACADEMIC AFFAIRS

Steve Wallech: Joyce had problems with her eyes. She just had eye surgery, so she's not here tonight.

Materials Fees

President Clark: These are materials fees. Does anyone have any questions? We have a list here of the fees. Are these increases in costs or just listing items that haven't been priced before?

Steve Wallech: Usually these are the kinds of items that you would find that would be an extra cost added on to a course, so this would be an anticipated expense.

President Clark: So these would be basically new items, probably, more than increases. Is there a motion to approve?

Member Thorpe: But these are kind of in line with the other costs we've seen with other programs; there's no new....

Steve Wallech: Exactly.

It was moved by Member Polsky, seconded by Member McNinch, that the Board of Trustees approve a materials fee for specific courses offered in the following departments to cover the cost of materials. The fee will be paid at the time of registration.

Business and Social Sciences

CAOTC 215A, Microsoft Outlook (2.0)	\$5.00
CAOTC 215B, Electronic Records Management (2.0)	\$5.00
CAOTC 220, Hand-Held Electronic Organizers (1.0)	\$3.00
CAOTC 241A, Excel MOUS Proficient-User Exam Prep (.5)	\$5.00
CAOTC 242, PowerPoint MOUSE Exam Prep (.5)	\$5.00
CAOTC 298A, ST Excel MOUS Proficient-User Exam Prep (.5)	\$5.00
CAOTC 44E (Online), PowerPoint for Windows, Advanced (1.0)	\$5.00
CAOTC 44E, PowerPoint for Windows, Advanced (1.0)	\$5.00
CBIS 13, C++ Data Structures and Algorithms	\$5.00
CBIS 14B, Java Data Structures and Algorithms (3.5)	\$5.00
CBIS 2 (Online), Help Desk Technician – Advanced MS Office (3.0)	\$5.00
CBIS 208B, Advanced Visual Basic Programming (4.0)	\$5.00
CBIS 208C, Visual Basic for Application Programming (3.0)	\$5.00
CBIS 240A, Unix Fundamentals (1.0)	\$5.00
CBIS 240B, Unix - Systems Administration I (2.0)	\$5.00
CBIS 240C, Unix – Systems Administration II (2.0)	\$5.00
CBIS 242, Programming: Introduction to Oracle (2.5)	\$5.00
CBIS 243, Programming: Oracle Program Units (2.0)	\$5.00
CBIS 244, Develop Oracle Forms (2.5)	\$5.00
CBIS 245, Develop Oracle Reports (2.0)	\$5.00

Health Technologies

AH 220, Phlebotomy (1.5)	\$10.00
--------------------------	---------

Learning Resources

LEARN 11 (Online), College Learning Skills Workshop (2.0)	\$3.50
---	--------

Trades and Industrial

DRAFT 201, Introduction to Drafting (4.0)	\$7.00
DRAFT 202, AutoCAD I, Fundamentals (4.0)	\$7.00
DRAFT 203, AutoCAD II, Advanced Concepts (4.0)	\$7.00
DRAFT 204, AutoCAD III, 3D Visualization and Automation (4.0)	\$7.00

The motion carried, all voting aye.

STUDENT SUPPORT, PLANNING AND RESEARCH

Revised Policy on Student Member of the Board of Trustees (No. 2005), First Reading

Vice President Byrd: This is the Policy on Student Member of the Board of Trustees for First Reading. This is to clean up language and to ensure that it's consistent with the

Constitution of the Associated Student Body. They made a change to their Constitution that should be reflected in this policy. I'd be happy to respond to any questions.

President Clark: Any questions?

Vice President Uranga: Is there a reason why we're dealing with it at this point as opposed to last year or whenever the election first took place?

Vice President Byrd: We go through a process of taking a look at our policies to see if they need revision. It just came to our attention that this is a policy that needed revision. We don't have anything that automatically triggers it, but annually we go through policies and see if they need any update or change.

President Clark: Ok, this is for First Reading.

**Revised Administrative Regulations on Student Member of the Board of Trustees
(No. 2005) Informative**

Vice President Byrd: This is the accompanying item, just to adjust the language in the Administrative Regulations.

President Clark: This is just informative.

ADMINISTRATIVE SERVICES

The Vice President, Administrative Services, presented the following recommendations approved and recommended by the Superintendent:

Resolution, Non-Resident Tuition Fee

It was moved by Member McNinch, seconded by Member Polsky, that the Board of Trustees adopt Resolution No. 011502B authorizing the following nonresident tuition fees for 2002-2003 beginning with Summer Session 2002:

- (a) \$141 per semester unit for nonresident students.
- (b) an additional \$7 per semester unit (totaling \$148 per semester unit) for nonresident students who are both citizens and residents of a foreign country.

President Clark: Is there any discussion?

Member Thorpe: I was going to say that, is there any activity that you know of in the community college level similar to the university, to cancel these fees for undocumented workers, which the University of California just did? You haven't heard anything on that?

Vice President Byrd: No.

The motion carried, all voting aye.

PACIFIC COAST CAMPUS

There was no report.

ACADEMIC SENATE

There was no report.

CLASSIFIED SENATE

Shannon Willson: I'll pass these around. These are the flyers that went out this afternoon, about a disaster plan workshop that we're having at our first Classified Senate meeting on the 24th. We have Rene Van Tilborg who will be doing a presentation on the general overall campus disaster plan, what the staff's function is and that sort of thing. We also have a committee within the Senate planning an American Red Cross training under staff development. We haven't gotten approval for that yet but we're hopeful that that's going to go through so that staff could be prepared to do any kind of emergency CPR in the event of an emergency also. There is also, upcoming in March, two staff development workshops, one on the planning process and one on interpersonal communications. The last thing is, Jerry Napolillo has sent out information about the Cerritos Sheraton Hotel having a half-day seminar called, "Violence on our Campuses," and that's something we're telling our Senate about so that if anyone is interested in learning about that, we'll try to work that out too. So, we're busy and we haven't started our first meeting yet.

President Clark: That's really good. You've got a lot of good activities there.

Shannon Willson: I must say, also, the driving force behind this is Jacquie Lang Wilvers, so I want to make sure she gets credit for that.

TRUSTEES COMMUNICATIONS

There were no Trustees Communications.

NEW BUSINESS

President Clark: We do have our Study Session on Tuesday, February 5 at 5 p.m., here in the Board room.

FUTURE REPORTS

President Clark: We have a report on the Puente Program.

Superintendent-President Kehoe: That will be the second meeting in February.

PUBLIC COMMENTS (NON-AGENDA ITEMS)

President Clark: At their request, members of the public will be given the opportunity to address the Board of Trustees on matters of general District business. This is the time for members of the public to speak and be heard and share their comments with the Board and for the Board to listen. Therefore, the public should not expect the Board to comment or

**Minutes, Meeting of the Board of Trustees
January 15, 2002**

respond to public comments. A particular position should not be inferred if there are no Board member comments during this time.

A total of five (5) minutes will be allotted to each subject, unless extended by the Board President. After receiving testimony, the Board may recommend placing such item or item(s) on the agenda of a future meeting or referring the item(s) to staff for a report.

There was no response.

ADJOURNMENT

President Clark adjourned the meeting at 5:50 p.m. The next meeting of the Board of Trustees will be a Study Session to be held on February 5, 2002. The next regular meeting of the Board of Trustees will be held on February 19, 2002, at the Pacific Coast Campus, Dyer Assembly Hall. The first order of business will be adjournment to a closed session, as needed. The Board will reconvene in open session at 5:00 p.m. in Building FF, Dyer Assembly Hall.

Assistant Secretary
(Lillian Wyant for
Joan M. Bradshaw)