

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

**Minutes of Meeting of
March 26, 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 March 26, 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 February 5, 2002, and February 19, 2002.

It was moved by Member McNinch, seconded by Member Polsky, that the minutes of the meetings of February 5, 2002, and February 19, 2002, be approved as distributed.

Member Thorpe: I'd like to make one correction on the minutes for February 19, page 23. Third paragraph, where it says "Member Thorpe," third sentence down, that should be "CalWorks," not "PeopleSoft" programs.

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President Clark: The minutes stand corrected. Any other additions or corrections?

There were none.

The motion carried (as amended), all voting aye.

ORDERING OF THE AGENDA

There were no changes in the order of the agenda.

REPORT OF BOARD OF TRUSTEES

CCCT Board of Trustees Election

It was moved by Member McNinch, seconded by Member Polsky, that the Board of Trustees submit the following names for the CCCT Board of Directors:

- *Kay Albiani, Los Rios CCD
- *Carolyn Batiste, Mira Costa CCD
- *Lewis S. Braxton, Merced CCD
- *Judi Beck, Shasta-Tehama-Trinity Joint CCD
- *Rebecca Garcia, Cabrillo CCD
- *Anita Grier, San Francisco CCD
- *William G. McGinnis, Butte-Glenn CCD
- Georgia L. Mercer, Los Angeles CCD
- *Maxine Moore, Victor Valley CCD
- Walt Howard, Coast CCD
- *Carole Currey, Santa Monica CCD

***Incumbent**

The motion carried, Members Clark, McNinch, Polsky and Uranga voting aye; Member Thorpe voting no.

Resolution, Community College Month

It was moved by Member Uranga, seconded by Member McNinch, that the Board of Trustees approve Resolution No. 021602A proclaiming April 2002, as Community College Month.

The motion carried, all voting aye.

Committee Reports

Member Thorpe: President Clark and Members. This was my memorandum to the last meeting of the Budget Advisory Committee on March 7, 2002. This was given to the committee as my recommendation as to what I felt the District should be doing before it lets any of the bonds, under the so-called Proposition 39 bonds, and Mr. Farrell will probably be telling us what they should be termed later this evening; so I'll pass these out to you and that ends my report.

STUDENT TRUSTEE

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Angelica Torres: Good evening. There have a few outstanding events held over these past few weeks. The Mayoral Debate, hosted by the Student Senate allowed the mayoral candidates to address their platform and their plans for the future of Long Beach. Female students and Barbara Sorenson, a faculty member of Long Beach City College, performed the Vagina Monologues. The monologues were put on by the Associated Women Students and offered an insight to the mysteries and the complexity of women.

Currently the Associated Student Body is accepting applications for the upcoming election of the fall 2002 officers.

The Athletics Department is considering establishing an “athlete of every two weeks” program. Students will be nominated on the basis of demonstrating excellence in both academics and athletics.

This Thursday, the Associated Men Students will have the ever so popular Mini Grand Prix at LAC from 9 am – 1pm. The Pacific Coast Campus Office of Student Life will host their ever so popular Mini-Mini Grand Prix from 10:15am-1pm. Both events promise to be a lot of fun so please come and join us at either campus for a fun-filled event.

This past Friday, I served on the Advisory Committee on Education Services for the Community College League of California. It was an opportunity to voice some of the issues that I feel affect students and community colleges as a whole. I offered suggestions on improving various programs that will aid in diminishing issues that affect our students and our colleges.

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.

President Clark: We have one request for Public Comments on Item 5.3, Shannon Willson.

Shannon Willson: Good evening, Board of Trustees and all of those in attendance. I'm addressing Agenda Item 5.3, which is the Resolution for Reduction of Classified Service, 2001-2002. I would first like to thank John Tortarolo, take this opportunity to thank him, I don't, oh, he is here, and that's for the admirable job he is doing in handling this proposed layoff. There are several reasons I say that this admirable, and the first is that he sent letters out to all the potentially affected employees and invited them to an information meeting and outlined all the general aspects of the layoff procedure, how it would impact them, told them that he would make every effort to secure positions for these employees, and he'll be sending out a letter, after this Board meeting, outlining their specific rights under the contract with regard to the layoff. In addition, he's also going to hold individual meetings with each employee and go over their particular situation and explore their particular options with regards to layoffs. So, again thank you, John. That's very nice.

So, the only problem we have with the layoffs is that the resolution that you're voting on tonight cites April 26, 2002, as the final date for this reduction of service. We request that these employees, well, actually... I understand after a conversation with Gail Schwandner that there are no funds for the continuation of these employees under those JTPA and the other - TANF - thank you, which is unfortunate. So, we request that these employees work as scheduled until May 29, 2002, which would allow the programs to operate uninterrupted until the end of the semester, to allow Mr. Tortarolo more time to place these employees and to deal with the ramifications of the bumping and that domino effect. It would also allow employees more time to seek employment elsewhere, if necessary. That's it. Thank you in advance for your consideration of this request.

President Clark: Shannon, we do have on the consent agenda, we do have a request under personnel to withdraw 5.2 and 5.3, so, do I have a motion on the balance?

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 the following actions:

Appointments

Hourly Instructors – Spring	27
Hourly Counselors - Spring	1
Hourly SPAR – Spring	1
Hourly Work Experience – Spring	2
Hourly Substitute Instructors - Spring	16
Stipends	10

In-Service Changes

Change of Assignment – Reduced Service Workload Program	1
Change of Salary – Contract	2
Change of Title – Effective 7/1/02	3

Separation From Employment

Retirement	1
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HUMAN RESOURCES (Classified)

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

APPOINTMENTS

Probationary	5
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Working Out of Class	1
Temporary	57
Exempt From the Merit System	130

IN-SERVICE CHANGES

Changes and Modifications	1
Leave of Absence Without Pay	1
Mileage	1

SEPARATION FROM EMPLOYMENT

Resignation	1
Medical Separation	4

Resolution, Reduction of Classified Service, 2001-2002

That the Board of Trustees adopt Resolution No.032602B, Reduction of Classified Service, 2001-2002.

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 53317, 54607, 55392, 55400, 55426, 55442, 55562, 55565, 55714, 55719, 55966, 56085, 56091, 56101, 56109, 56115, 56129, 56132, 56147, 56154, 56160, 56173, 56175, 56179, 56181, 56187, 56221, 56296, 56366, 56669, 56717, 56721, 56730, 56748, 56807, and 56836 for the General Fund, in the amount of \$603,577 as listed.

From:	Academic Salaries	\$ 4,600	
	Classified Salaries	26,852	
	Staff Benefits	1,343	
	Books and Other Supplies	17,933	
	Other Operating Expenses	106,089	
	Capital Outlay	40,384	
	Student Financial Aid	3,170	
	Appropriation for Contingencies	<u>403,206</u>	\$ 603,577

To:	Academic Salaries	\$ 75,038	
	Classified Salaries	144,645	
	Staff Benefits	57,110	
	Books and Other Supplies	101,771	
	Other Operating Expenses	104,795	
	Capital Outlay	55,946	
	Student Financial Aid	3,000	
	Appropriation for Contingencies	<u>61,272</u>	\$ 603,577

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Included in the total appropriation of \$603,577 are the following transfers greater than \$10,000:

<u>AT</u>	<u>From</u>	<u>To</u>	<u>Department</u>	<u>Amount</u>
56115	566100-01-678000-0000	457000-01-678000-0000	Academic Computing & Information Technology	\$ 22,090

From other operating expenses to office supplies to adjust accounts.

56129	790100-01-790200-0000	457000-01-130500-0880	Child Development	\$ 17,142
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From general reserve to office supplies to distribute profits from the Long Beach Unified School District Head Start Contract Education program.

56132	589000-01-646000-0000	790100-01-790200-0000	General Reserve	\$ 55,400
	790100-01-790200-0000	514000-01-660800-0000	Vice President, Administrative Services	64,492

From other operating expenses, Financial Aid Administration, to reserves to correct allocation for the AFSA contract, and from the reserves to personal services, Vice President, Administrative Services, to increase contract with Gene Farrell.

(b) Appropriation Transfers numbered 55524 and 55533 for the Student Financial Aid Fund, in the amount of \$140,738 as listed.

From:	Appropriation for Contingencies	\$ 140,738
To:	Student Financial Aid	\$ 140,738

There were no appropriation transfers greater than \$10,000.

(c) Appropriation Transfer numbered 56416 for the Capital Outlay Project Fund, in the amount of \$22,708 as listed.

From:	Other Operating Expenses	\$ 22,708	\$ 22,708
To:	Classified Salaries	\$ 995	
	Staff Benefits	50	
	Capital Outlay	<u>21,663</u>	\$ 22,708

Included in the total appropriation of \$22,708 are the following transfers greater than \$10,000:

<u>AT</u>	<u>From</u>	<u>To</u>	<u>Department</u>	<u>Amount</u>
56416	568000-15-710100-5245	623000-15-710100-5245	Capital Projects	\$ 12,188

From maintenance to engineering fees, Repair/Replace Tennis Washdown/Irrigation System, to adjust accounts.

Salary Warrants

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Ratify issuance of salary warrants listed on Register No. 4023 through Register No. 4029 for the period of January 28, 2002, to March 1, 2002, in the amount of \$6,918,994.80 as listed.

Register No. 4023 Issue Date 01/31/02	Warrant Nos. 0687045 – 0687227	\$ 2,690,595.30
Register No. 4024 Issue Date 02/08/02	Warrant Nos. 0687228 – 0687625	\$ 622,533.63
Register No. 4025 Issue Date 02/08/02	Warrant Nos. 0687626 – 0687665	\$ 120,392.40
Register No. 4026 Issue Date 02/08/02	Warrant Nos. 0687666 – 0688445	\$ 467,802.10
Register No. 4027 Issue Date 02/14/02	Warrant Nos. 0688446 - 0688562	\$ 75,405.41
Register No. 4028 Issue Date 02/14/02	Warrant Nos. 0688563 – 0688619	\$ 237,879.00
Register No. 4029 Issue Date 02/28/02	Warrant Nos. 0688620 – 0688796	\$ 2,704,386.96
	Total Salary Warrants Issued	<u>\$ 6,918,994.80</u>

Commercial Warrants

Ratify issuance of commercial warrants for the period January 28, 2002, through March 1, 2002, in the amount of \$5,243,985.60 as listed.

Period Ending February 1, 2002		
General Fund	\$ 258,040.47	
Student Financial Aid Fund	986,936.67	
Capital Project Fund	207,027.30	
Self-Insurance Fund	<u>46,471.00</u>	\$ 1,498,475.44

Period Ending February 8, 2002		
General Fund	\$ 708,705.91	
Student Financial Aid Fund	271,442.56	
Payroll Clearing Fund	209,143.48	
Capital Project Fund	6,424.00	
Self-Insurance Fund	<u>13,533.00</u>	\$ 1,209,248.95

Period Ending February 15, 2002		
General Fund	\$ 226,275.22	
Student Financial Aid Fund	297,858.50	
Capital Project Fund	<u>26,407.35</u>	\$ 550,541.07

Period Ending February 22, 2002

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General Fund	\$ 597,021.62	
Student Financial Aid Fund	331,379.55	
Payroll Clearing Fund	3,776.41	
Capital Project Fund	<u>650.00</u>	\$ 932,827.58

Period Ending March 1, 2002

General Fund	\$ 358,873.46	
Student Financial Aid Fund	315,354.67	
Child Development Fund	1,007.78	
Payroll Clearing Fund	235,335.68	
Capital Project Fund	<u>142,320.97</u>	<u>\$ 1,052,892.56</u>
	Five week total	<u>\$ 5,243,985.60</u>

Included in the total expenditure of \$5,243,985.60 are the following payments greater than \$10,000, excluding employee benefits and utilities:

General Fund – Fund 01

1. \$ 88,203 to City of Long Beach, for Police and Fire Services training classes, Fall 2001.
2. \$ 82,171 to Sierra School Equipment, for office furniture for Extended Opportunity Programs and Services District Match, and Computer Office Technologies, VTEA Curriculum and Instruction.
3. \$ 77,580 to Dinalli Construction Company, Inc., for partial payment for remodel of Building C, Liberal Arts Campus.
4. \$ 42,339 to Thomas J. Kiblen and Associates, Inc., for training of one class of 30 participants in the Dale Carnegie Course.
5. \$ 34,596 to Mobile Modular Management Corporation, for purchase of Child Development Center trailers, Pacific Coast Campus.
6. \$ 28,521 to Angeles Contractor, for installation of new flooring after asbestos removal, Building F, Liberal Arts Campus.
7. \$ 28,281 to First Union, for First Union VISA purchasing card for January 2002.
8. \$ 26,625 to Ciber Inc., for PeopleSoft professional services from December 17, 2001, through December 28, 2001.
9. \$ 23,536 to Praxair Distribution Inc., for power supplies and adapter for the Welding Shop, VTEA Curriculum and Instruction, Pacific Coast Campus.
10. \$ 17,910 to Kirk Xpedx, An International Paper Company, for paper for the District.
11. \$ 17,104 to Stephanie S. James, dba Davis and Associates, for January 2002 issue of the ED SUPPLEMENT, Mexico Trade Center, Job Development, and Community Education.

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12. \$ 14,641 to Noel-Levitz, A USA Group Company, dba USA Group Noel-Levitz, Inc., for consulting services from December 2, 2001, through December 5, 2001, for a Retention Opportunities Analysis.
13. \$ 14,375 to Amsterdam Printing and Litho, for gift bags celebrating the 75th Anniversary of the college for the State of the City luncheon and other future events.
14. \$ 12,703 to PSC ISG Western Region, for disposal of hazardous waste materials.
15. \$ 11,987 to LaSalle Bank, for lease of telephone system for January, 2002.
16. \$ 11,800 to YHJ, Inc., dba Regency Painting & Construction, for interior painting of Building A, Liberal Arts Campus.
17. \$ 10,500 to Gene Farrell, dba S.C. Associates, for consulting services for the period of January 2, 2002, through January 31, 2002.
18. \$ 10,095 to Gateway Companies, Inc., for computer equipment for Title V.

Student Financial Aid Fund – Fund 09

\$ 33,970 to Associated Student Body Bank, for reimbursement of book advances for Pell students, January 2002.

Capital Project Fund – Fund 15

\$ 134,079 to City National Bank, assignee for Municipal Finance Corporation, for the Honeywell mechanical retrofit and energy management project.

\$ 130,950 to Advance Mechanical Contractors Incorporated, for miscellaneous plumbing jobs, Liberal Arts Campus and Pacific Coast Campus.

\$ 16,758 to LMT Enterprises, Inc., dba Tyner Paving Company, for partial payment for overlay asphalt pavement, W complex, Liberal Arts Campus.

\$ 13,216 to Gateway Electric Inc., for partial payment for electrical work, Buildings OO and Horticulture, Pacific Coast Campus.

\$ 10,790 to Westshore Electric Inc., for installation and connection of transfer switches for emergency generators to operate elevators, Liberal Arts Campus and Pacific Coast Campus.

Self Insurance Fund – Fund 16

\$ 40,116 to United Air Specialists, Inc., for Dust Hog equipment for Welding Shop, Pacific Coast Campus.

\$ 13,533 to Praxair Distribution Inc., for rental of smoke extractors for Welding Shop, Pacific Coast Campus.

PURCHASING

Bid Awards

CN99607.4 – With Great West Construction Inc. for architectural barrier removal at Pacific Coast Campus in the amount of \$339,000.

CN99615.7 – With Ivy Electrical for high voltage wiring replacement, various locations at the Liberal Arts Campus in the amount of \$69,900.

Change Orders

CN99615.5 – With Gateway Electric, Inc., Changes #2-3, for replacement of wiring, panels and lighting, Horticulture, Pacific Coast Campus to increase contract amount from \$150,842.75 to \$169,536.00 for:

Item 1. Provide for unplanned need of temporary power for four storage sheds and existing exterior lighting during project period. Add \$10,183.25

Item 2. Upgrade power to meet National Electric Code standards for the three existing storage facilities. Add \$ 8,510.00

CN99617.4 – With Advance Mechanical Contractors, Inc., Changes #1-5, for plumbing projects, various locations, Liberal Arts and Pacific Coast Campuses to increase contract amount from \$317,264 to \$370,528 for:

Item 1. Remove existing sidewalk and excavate to locate domestic supply lines not shown on the as-built drawings Add \$20,400.00

Item 2. Pour new concrete sidewalk at the Pacific Coast Campus. The existing sidewalk was removed as noted in Item 1 above. Add \$14,485.00

Item 3. Relocate the backflow preventer at the Liberal Arts Campus to ensure adequate protection is provided for the Veterans Stadium. Add \$ 6,697.00

Item 4. Change domestic water distribution piping material from 6 inch C900 to 4 inch copper at the Pacific Coast Campus. Add \$ 3,757.00

Item 5. Remove existing wall lockers in five areas blocking access to scheduled work. Frame and repair areas to include access panels to facilitate future repairs and maintenance. Add \$ 7,925.00

Contract Amendments

CN93858.1 – With KBZ Architects, Amendment #2, for architectural and engineering oversight of Math and Science Building, Building D, Liberal Arts Campus. Increase contract by \$22,500 for a total contract amount of \$200,656.40.

CN99590.2 – With Mobile Modular Management Corporation, Amendment #1, for the lease/purchase of modular buildings. Increase contract by \$32,377 for a total contract

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amount of \$129,507. Amend term of current lease/purchase from January 1, 2002, to January 1, 2003.

Completion of Contracts

CN99607.3 – With Dinalli Construction, Inc., for Nursing and Health Technologies remodel, Building C, Liberal Arts Campus for a total fee of \$175,000. Project was completed March 15, 2002.

CN99617.4 – With Advance Mechanical Contractors, Inc., for plumbing projects, various locations, Liberal Arts and Pacific Coast Campuses in the amount of \$370,528.

CN99621.3 - With Hoffman Video Systems, for audio-visual systems, D Building, Liberal Arts Campus for a total fee of \$711,757.26. Project was completed on March 15, 2002.

Purchase Order Approvals/Ratifications

Authorize the issuance of purchase orders for the period January 28, 2002, through March 1, 2002, in the amount of \$361,560.10 as listed.

41479	\$ 11,800.00
41512 – 41522	17,847.62
41529 – 41597	101,683.29
47599 – 41616	28,140.54
41618 – 41634	10,985.21
41638	199.48
41641 – 41646	2,895.11
41656 – 41657	3,250.44
41659 – 41673	179,765.48
P18128 - P18159	<u>4,992.93</u>
Total amount	\$ 361,560.10

Included in the total amount of purchase orders of \$361,560.10 are the following items greater than \$10,000:

General Fund - Fund 01

PO 41479	Awning for fenced area Police Department Account No. 621000-01-677000-0000	\$11,800.00
PO 41521	Lighting repairs – Veterans Stadium Stadium Operations Account No. 568000-01-709100-0440	\$13,500.00

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PO 41541	Reconditioned Komatsu forklift Welding Account No. 642000-01-097000-0010	\$12,990.00
PO 41615	Printing of Summer 2002 schedules Institutional Research/Academic Services Dean Account No. 457000-01-601400-1400	\$10,911.61
PO 41660	Multimedia projectors Media Equipment Circulation Telecommunications Account No. 647000-01-613000-1400 Account No. 647000-01-677800-1440	\$36,361.18 \$3,636.12
PO 41671	Freightliner truck Diesel Mechanics LBCC Foundation Account No. 647000-01-093000-0551 Account No. 647000-01-699800-0000	\$14,200.00 \$5,000.00

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 92535.1 - Amend - With Kaiser Foundation Hospitals and Southern California Permanente Medical Groups, to provide clinical practice sites for School of Health and Science students, to extend the termination date from August 31, 2002, to August 31, 2004, at no cost to the District.

CN 92536.4 - Ratify - Amend - With Alamitos Belmont Convalescent Hospital, to provide a clinical practice site for School of Health and Science students, to extend the termination date from February 4, 2002, to February 4, 2004, at no cost to the District.

CN 92699.8 - Amend - With Broadcast Music, Inc., to comply with copyright laws, to increase contract amount by \$2,080.89 for the current fiscal year.

CN 92941.9 - Amend - With John Douglas French Center, a Tenet HealthSystem Hospitals, Inc. facility, to provide a clinical practice site for dietetic students. Effective June 1, 2002, the facility name will change to John Douglas French Center for Alzheimer's Disease, Inc., at no cost to the District.

CN 92956.3 - Ratify - Amend - With Public Agency Law Group to provide legal services regarding facilities matters, to increase the contract amount by \$20,000, for a total contract amount of \$60,000, effective February 1, 2002.

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CN 92962.7 - Ratify - Amend - With Andrew J. Manos, D. O., to provide a clinical practice site for School of Health and Science students, to extend the termination date from March 16, 2002, to March 16, 2004, at no cost to the District.

CN 92962.8 - Ratify - Amend - With Douglas H. Richie, D. P. M., to provide a clinical practice site for School of Health and Science students, to extend the termination date from March 16, 2002 to March 16, 2004, at no cost to the District.

CN 92964.2 - Ratify - Amend - With John Adams, D. O., to provide a clinical practice site for School of Health and Science students, to extend the termination date from March 17, 2002, to March 17, 2004, at no cost to the District.

CN 93012.9 - Ratify - With the County of Los Angeles, Department of Public Social Services, to provide funding for the District's Careers in Child Care Project, to extend the termination date from February 28, 2001, to September 30, 2002, with a possible increase in funding to be determined.

CN 93014.7 - Ratify - With John Cardin, M.D., to provide three clinical practice sites for School of Health and Science students, effective March 1, 2002, through February 28, 2004, at no cost to the District.

CN 93024.3 - With Satsuma Investments, Inc., to provide leased space for Economic Development, to increase current contract funding by \$18,553.50. This covers the rental period during end of year processing time lapse.

CN 93040.5 - Ratify - With Cynthia Gravelly, to provide child care for CalWORKs participants, to increase contract amount by \$3,000, for a total contract amount of \$7,000, paid with CalWORKs funds.

CN 93043.1 - Ratify - Amend - With Mary Askew, dba Askew Family Child Care, to provide licensed child care for CalWORKs participants, to include an additional student, effective February 14, 2002, through June 30, 2002, paid with CalWORKs funds.

CN 93046.5 - Ratify - Amend - With the City of Long Beach, to provide funding through the Workforce Investment Act for the District to provide vocational assessment and counseling services, to increase funding amount by \$20,000, effective January 1, 2002, and extend grant program through June 30, 2002.

CN 93056.5 - Ratify - With Alice M. Grimes, to provide child care for CalWORKs participants, to increase contract amount by \$6,000, for a total contract amount of \$12,000, paid with CalWORKs funds.

CN 93058.7 - Amend - With John Douglas French Center, a Tenet HealthSystem Hospitals, Inc. facility, to provide a clinical practice site for School of Health and Science students, at no cost to the District. Effective June 1, 2002, the facility name will change to John Douglas French Center for Alzheimer's Disease, Inc.

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CN 93062.8 - Amend - With Gene Farrell, dba S. C. Associates, to provide consulting services for Administrative Services, to extend the termination date from March 31, 2002, to June 30, 2002, at a rate of \$525 per day, on an as-needed basis.

CN 93064.3 - Ratify - Amend - With Jo Ann Radford, dba Radford Family Child Care, to provide licensed child care for CalWORKs participants, to increase contract amount by \$3,500, for a total contract amount of \$7,500, paid with CalWORKs funds.

CN 93066.1 - Amend - With the State of California, Department of Parks and Recreation, to increase funding for the underwater resources project and extend the termination date from September 30, 2002, to December 31, 2002. Additional funding amount is \$13,000.

CN 93066.4 - Ratify - With Lupe Garibay dba: Garibay Family Child Care, to provide child care for CalWORKs participants, to increase contract amount by \$5,000, for a total contract amount of \$11,000, paid with CalWORKs funds.

CN 93067.2 - Ratify - Amend - With the California Narcotic Officers Association, to increase hours of training for the 2002 calendar year by 20,000 hours for a total of 45,000 hours, effective January 1, 2002, and increase the contract amount by \$90,000.

CN 93075.9 - Ratify - With Annie Thomas, dba: Thomas Family Child Care, to provide licensed child care for CalWORKs participants, effective January 17, 2002, through June 30, 2002, for the amount of \$ 4,000. Paid with CalWORKs funds.

CN 93076.1 - Ratify - With Childtime Children's Center, to provide licensed child care for CalWORKs participants, effective February 12, 2002, through June 30, 2002, for the amount of \$6,000, paid with CalWORKs funds.

CN 93076.2 - Ratify - With Robin King, dba: King Family Child Care, to provide licensed child care for CalWORKs participants, effective August 14, 2001, through June 30, 2002, for the amount of \$14,000, paid with CalWORKs funds.

CN 93076.3 - Ratify - With Long Beach Day Nursery - Memorial, to provide licensed child care for CalWORKs participants, effective November 16, 2001, through June 30, 2002, for the amount of \$7,000, paid with CalWORKs funds.

CN93076.4 - With Daisy Child Development Center, to provide employment for a CalWORKs participant, effective March 27, 2002, through September 27, 2002, for the amount of \$2,925, paid with CalWORKs funds.

CN 93076.5 - With Whittier College, to provide lodging, food, classrooms, athletic facilities, library, and meeting facilities for the 2002 Upward Bound Summer Session, effective July 7, 2002, through August 3, 2002, for the amount of \$56,000, paid with Upward Bound funds.

CN 93076.6 - Ratify - With U. S. Fingerprinting, Inc., to provide fingerprinting services for School of Health and Science and School of Creative Arts and Applied Sciences

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students as needed, effective March 4, 2002, through December 31, 2002. All costs to be paid by the students using this service.

CN 93076.7 - With Harbor View House, to provide a clinical practice site for School of Health and Science students, effective May 1, 2002, through April 30, 2004, at no cost to the District.

CN 93076.8 - Ratify - With Joe Zermeno, to provide graphic design services for the on-line orientation project, effective March 4, 2002, through June 30, 2002, for the amount not to exceed \$7,500.

CN 93076.9 - With Goodrich, Goodyear & Hinds, to conduct a “desk audit” of Fiscal Operations by reviewing the department’s processes, the balance of the workload, and make recommendations regarding the adequacy of staffing, effective April 10, 2002, through June 30, 2002, for the amount not to exceed \$7,000.

CN 93077.1 - Ratify - With Rancho Santiago Community College District, to provide funding for activities related to implementing, maintaining, or expanding a Dual Admission Pilot with the University of California, Irvine, or other University of California campus, effective February 19, 2002, through June 30, 2002. Amount of funding is \$4,629.

CN 93077.2 - Ratify - With Barbara Schwartz, M.D., to provide a clinical practice site for School of Health and Science students, effective March 18, 2002, through March 17, 2004, at no cost to the District.

CN 93077.3 - Ratify - With Verizon Foundation, to provide funding for Employment Digital Divide project. This funding will allow the District to provide services to include: active recruitment of under-served and under-employed individuals; assessment of individuals to develop an education baseline and training plan; prepare and train individuals in appropriate technology training programs leading to entry-level careers in technology; work with the business community to create and place students in technology internship programs, effective January 1, 2002, through December 31, 2002. Amount of funding is \$100,000, through the Long Beach City College Foundation, as fiscal agent.

CN 93077.4 - Ratify - With Robinsherri White, to provide childcare for a CalWORKs participant, effective January 14, 2002, through June 30, 2002, for an amount not to exceed \$3,000, paid with CalWORKs funds.

CN 93077.5 - Ratify - With San Chhim, to provide childcare for a CalWORKs participant, effective February 1, 2002, through June 30, 2002, for an amount not to exceed \$3,000, paid with CalWORKs funds.

CN 93077.6 - Ratify - With Cathleen Partridge, to coordinate events planned for Long Beach Unified School District with the Counseling and Student Development Department at Long Beach City College, effective February 4, 2002, through June 28, 2002, for an amount not to exceed \$3,000.

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CN 93077.7 - Ratify - With Laura J. Jackson, to coordinate events planned for Long Beach Unified School District with the Counseling and Student Development Department of Long Beach City College, effective February 4, 2002, through June 28, 2002, for an amount not to exceed \$3,000.

CN 93077.8 - Ratify - With Alameda Corridor Jobs Coalition (ACJC), for Long Beach Community College District to provide training and technical assistance for at least 30 ACJC clients, effective March 4, 2002, through June 30, 2002, for the amount of \$14,130.

CN 93077.9 - Ratify - With Patricia Kochevar, to provide two staff development workshops: "Managing Stress," and "Motivation: Professional and Personal Enthusiasm," on March 13, 2002, for the amount of \$700.

CN 93078.1 - Ratify - With Long Beach Unified School District - Food Services, to provide a clinical practice site for dietetic students, effective January 13, 2002, through January 12, 2007, at no cost to the District.

CN 93078.2 - Ratify - With Goodrich, Goodyear & Hinds, to provide sick leave auditing services for academic payroll, effective February 11, 2002, on an as-needed basis, for an estimated amount of \$10,000.

CN 93078.3 - Ratify - With Sheri Sterner, in coordination with the Administrative Dean of Institutional Research and Academic Services to complete selected research studies as needed, effective March 1, 2002, through June 30, 2002, for an amount not to exceed \$1,000.

CN 93078.4 - Ratify - With John Prosser, M.D., to provide a clinical practice site for School of Health and Science students, effective March 18, 2002, through March 17, 2004, at no cost to the District.

CN 93078.5 - Ratify - With Patricia Maciog, M.D., to provide a clinical practice site for School of Health and Science students, effective March 18, 2002, through March 17, 2004, at no cost to the District.

CN 93078.6 - Ratify - With Charles Jenkins, M.D., to provide a clinical practice site for School of Health and Science students, effective March 18, 2002, through March 17, 2004, at no cost to the District.

CN 93078.7 - Ratify - With Betty Muszynski, for development and research for the project, "Education Path for Careers Working with Children and Families," effective January 1, 2002, through June 30, 2002, for the amount of \$100.

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>
NCNW Historical	PCC	Black History	Dyer Hall,	2/2/02

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Society		Education	Student Center	
City of L.B. Health Dept.	PCC	Community Meeting	Dyer Hall	2/14/02
City of Signal Hill	PCC	Employment Testing	AA206	2/14/02
Cars Net	LAC	Auto Sale	Stadium	2/22-2/24/02
Poly H. S.	LAC	Basketball Playoff	Large Gym	2/26/02
County of Los Angeles Registrar	LAC	Polling Place	Stadium	3/5/02
City of Signal Hill	PCC	Employment Testing	AA206	3/6/02
Long Beach Poly High School	LAC	Basketball Playoff	Large Gym	3/6/02
ACT Testing	LAC	MPRE Bar Exam	D101, D119, D237	3/9/02
Radical Media	LAC	Film Shoot	Stadium	3/13/02

User to be charged fees in accordance with Board-approved fee schedule.
Ratify requests to use District facilities for activities and on dates as shown.

<u>Organization</u>	<u>Campus</u>	<u>Event</u>	<u>Facilities</u>	<u>Date</u>
World Team Tennis	LAC	Tennis Competition	Tennis Courts 1,4, and 9	Wednesdays 1/23-4/17/02
Middle College	PCC	Instruction	5 Classrooms	2/4-5/1/02
LBCC A Woman Like Me	LAC	Mentoring	Nordic Lounge	2/8/02
Upward Bound	PCC	Workshop	Student Center	2/9/02
Women's Resource Center	PCC	Lecture	Senior Center, Dyer Hall	2/26/02
AC Delco	PCC	Training	MM130	2/27,28/02
LBCC A.C.J.A. Club	LAC	Car Wash	Parking Lot 1	3/2/02
LBCC A.C.J.A.	LAC	Softball Game	Softball Field	3/3/02

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Club

Wilson High School	LAC	Badminton Practice	Large Gym	3/5-3/7/02
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Facility use rental waived. Equipment/staffing will be charged if necessary.

Grant requests to use District facilities for activities and on dates as shown.

<u>Organization</u>	<u>Campus</u>	<u>Event</u>	<u>Facilities</u>	<u>Date</u>
Cesar Chavez Organizing Comm.	PCC	Film	Senior Center, Dyer Hall	4/3/02
ACT Testing	LAC	Foreign Service Exam	8 Classrooms W Bldg.	4/13/02
LBCC Vietnamese Club	LAC	Athletic Competition	Large & Small Gyms Pool, Tennis Cts.	7/27,7/28, 8/10, 8/11/02
LBCC Vietnamese Club	LAC	Track Meet	Stadium	8/10/02
Champion Youth	LAC	Karate Competition	Large Gym	8/25/02
Champion Youth	LAC	Pom Pom & Cheer	Large Gym	9/8/02

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

Grant requests to use District facilities for activities and on dates as shown.

<u>Organization</u>	<u>Campus</u>	<u>Event</u>	<u>Facilities</u>	<u>Date</u>
Computer Learning Center	LAC	Training	English Lounge	4/15,16/02
LBCC Tennis	LAC	So. Coast Tennis	Tennis Courts Championships	4/18-4/20/02
Upward Bound	PCC	Workshop	Student Center	6/8/02
Long Beach Flying Wheels	LAC	Basketball Game	Large Gym	8/23/02

Facility use rental waived. Equipment/staffing will be charged if necessary.

Expense Reimbursement

That the Board authorize reimbursement of expenses incurred for the February 22, 2002 Senior Ditch Day to Magic Castle, by Frances Keys, on-site coordinator for the Senior Center, for a total of \$1,060, for transportation, show, and meals for all participants. Expenses to be paid with Senior Studies funds.

Donations

Accept the donation from TABC, Inc., Toyota, 6375 Paramount Boulevard, Long Beach, California 90801-2140, of six Craftsman toolboxes for use in the Welding Program, and request that a letter of appreciation be sent.

Accept the donation from Harold Hawkins, Long Beach, California, of one Sony Hi8 Video Camera with battery, charger, remote, wide angle adapter, cables and case for use in the journalism program and request that a letter of appreciation be sent.

Rejection of Claim

Reject the claim presented by attorney Saku E. Ethir on behalf of his client, George Maycott, with regard to an incident that occurred at the Liberal Arts Campus on September 28, 2001.

It was moved by Member Uranga, seconded by Member McNinch, that the items on the Consent Agenda, with the exception of 5.2 and 5.3, be approved and authorized.

Member Thorpe: Would you go over that one more time? It was too fast for me.

President Clark: We're holding out of that, withdrawing item 5.2 and 5.3.

Member Thorpe: From consideration this evening?

President Clark: No. Just to hold them out at the request of Mr. Collins who wants to speak to these two items before we act on them.

The motion carried, all voting aye.

5.2 Classified Personnel

Vic Collins: I requested that Agenda Item 5.2 be pulled because we've had a last-minute change affecting one of the employees that's listed under Medical Separation. I am requesting that the Board approve Agenda Item 5.2, with the following modification: On page 8 of 8 of that agenda item, under Medical Separations, the third name on that employee list be deleted.

It was moved by Member Polsky, seconded by Member Uranga, that Agenda Item 5.2, as amended, be approved and authorized.

The motion carried, all voting aye.

5.3 Resolution, Reduction of Classified Service

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Agenda Item 5.3 The recommendation is that the Board of Trustees adopt Resolution No.032602B, Reduction of Classified Service, 2001-2002.

Vic Collins: 5.3 was requested to be removed from the Consent Agenda because, as Shannon indicated, HR does have a series of concerns whenever we bring to you layoff actions of any employee. Even though we prepared this agenda item as late as yesterday and today, there has been some work done, and we are requesting that 5.3 be approved, with a deletion on page 1 of the background information, the Child Development Site Supervisor-0.25 FTE position and then on the resolution itself, under "BE IT RESOLVED" and indicating a series of positions, that "0.25 FTE in the classification of Child Development Site Supervisor" would also be removed.

Member Polsky: So moved.

Vic Collins: And we are requesting the approval of this. As Shannon points out, this is a case where 2001-2002 moneys, the current year, are not sufficient to retain the positions. The legal notification is a 30 day per layoff action and, while I regret to say that we will continue to examine options to bring this to you at the point in time at the next Board meeting which will be April 23, we would be looking at how we pay for these funds and we're talking about the potential of spending District funds to keep a federal program in effect. And I'm sorry I cannot make that recommendation that you do so.

President Clark: Let me ask you - on individuals that are hired in these soft money categories - is it indicated to them that they may have some difficulty holding that position because it entirely depends on funding?

Vic Collins: Yes. When any specialized categorical program, whether it be these that we're talking about here in terms of federal dollars filtering through CalWORKS and TANF and some of the others, or some of the other categorical grants that we receive moneys on, we do make it clear that these positions are contingent on the receipt of adequate funds to retain them.

Member Thorpe: Are they given a written document of some kind in their orientation and so forth to that effect? And, if so, is it possible we could get a copy?

Vic Collins: I can't say it's being done in one hundred percent of cases, Darwin, but we do go through it with them when the employees are brought on board.

Member Thorpe: I'd like to try, and I don't know if it has a chance, but, I'd like to move that the effective date be moved to May 29 for these positions.

Member McNinch: We have a motion on the floor that needs...

President Clark: I didn't recognize the motion.

Member McNinch: Oh. Ok.

Member Polsky: I moved approval.

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Vice President Uranga: These funds. When do they run out and what are we looking at in terms of a timetable for these individuals who have to vacate the positions.

Vic Collins: We're looking at a timetable that before the end of April they would be...

Vice President Uranga: The moneys would be expended.

Vic Collins: Moneys will be expended in terms of funding these positions and what we're looking at is by that time they have to be assessed for their bumping rights where applicable and given that notification. The initial notification is elimination of these particular positions under the TANF program; but, if they have bumping rights into other positions, HR will be working and that will go into effect so that the day that these positions finish, they will be in another assignment.

Vice President Uranga: So we're looking at taking care of these individuals by the 26th of April.

Vic Collins: Correct. If they have the bumping rights.

President Clark: Ok, is there a motion?

Joan Bradshaw: I have only a motion. I don't have a second.

Member Thorpe: I'd like to move and make a substitute motion to include all of the foregoing and moving the effective date to May 29.

Member McNinch: I disagree.

President Clark: Is there a second?

Member Polsky: We have to have a second.

President Clark: (There was no second.) It dies for lack of a second. Ok, do we have a motion on the resolution?

Member McNinch: So moved.

Joan Bradshaw: I'm sorry. Member Polsky already moved.

Member McNinch: Ok, I'll second it then.

President Clark: Any further discussion?

Vice President Uranga: I just want to say that it's tough and I know we've mentioned it before that when you have classified positions in soft money programs, I don't like that kind of situation and it's unfortunate that we're here and dealing with the situation now. Perhaps under future grant moneys that are going to be used to hire individuals to operate under those funds, that we could look at an alternative way of filling those spots so that

we don't have layoff situations like this and/or make it more clear to the individuals who are there that there's a potential for layoff. I hate to see anybody always hit the bricks.

President Clark: This is always a problem when you get into these grants that you have a choice of getting into and too often the federal government or the state government doesn't do anything subsequent to that and we've started programs and unfortunately if you could use soft money just for capital it's fine, but you wouldn't be able to hire individuals for any period of time. That's the great fault that we have with these grants that are approved that are from the federal and state government, they're just not consistent. It's the risk that you take and probably in the long run we benefit more people by accepting the grants, but we still have that loss at the end.

Member McNinch: I understand that - is it L.A. Harbor? - contracts out these positions. I think that would really be a slap in the face to our unions if we were to contract out these positions.

President Clark: I'm not sure that legally we're able to do this.

Vic Collins: No. In the situation that we look at, is a fact that some of these grants are specifically written in a way that you hire people to deliver the services. TANF is a good one. CalWORKS is another. And what you're doing is you're looking at adding staff specifically to deliver the service. We also have other grants that are developed by faculty, by administration, of one-year, two-year, and three-year duration, or the Title III program that we had here before which was five years, as is the current Title V program, where you know you have a specific duration of these and we work with developing the process whereby you're providing the service, you're providing the employees to provide that particular service through them and the assignments that they're given; but, also knowing that at the end of it you will be losing the position or, in the case of Title V, looking at absorbing some of those into the District classified service. So it is something we do try and keep track of, but unfortunately we do have services that will call for hiring employees and potentially facing a layoff situation. We try to minimize it but it's the reality of soft money.

Vice President Uranga: I think that we need to look at some of these programs in terms of their permanence. I mean if it's going to be a program that's going to be around for a while we should look at ways of institutionalizing a program. We can use soft moneys to get going but then institutionalize it with the hard money so that we can transition these people into the classified service for permanent job with the benefits and everything that is attributed to the classified service. I think that's an option.

Vic Collins: We also have to do that as well.

President Clark: How much exposure do we have in Partnership for Excellence? Or has that been mostly capital?

Vic Collins: We're in the process of evaluating that because of some discussions going on in Sacramento about discontinuing those funds and we do have a number of classified positions and a couple of faculty positions that are funded through those PFE dollars.

Vice President Uranga: So, we're not seeing the end of this.

Vic Collins: No.

Member Thorpe: Mr. Uranga, I think, is very correct in his analysis. A lot of districts in fact have foregone soft money from federal programs and certain programs just for that reason. I've always had, in my long years in the community college system, a disaffection for soft money, because they usually are spent on soft programs which we probably shouldn't have had in the first place. And if we should have, as Mr. Uranga pointed out, then they should be funded with hard. Thank you, Mr. Uranga.

President Clark: We have a motion before us. Madam clerk will you call the roll?

The motion carried, Members McNinch, Polsky, Uranga, and Clark voting aye; Member Thorpe voting no.

ACADEMIC SENATE (Title 5, Section 53203)

No report.

SUPERINTENDENT-PRESIDENT

Superintendent-President Kehoe: Just a short report. Mr. Uranga and I met with Alan Lowenthal in his office. We both serve on the Educational Advisory Panel for Assemblyman Lowenthal. We expressed our concern over the cut in funds of matriculation, faculty development, and CalWORKS to him. We asked that they consider not specifying programs that would hurt our individuals coming into our community colleges or those we train to go to work, but that they, if there must be cuts, allow some flexibility with those cuts. I don't know whether that will be possible under their scheduled cutbacks, but I think Assemblyman Lowenthal made it very clear that there would be cuts and that they would affect the community colleges, not only for this next fiscal year, but for the year after that. So I just wanted to bring that message. We are very active with our assemblymen and senators and trying to advise them.

President Clark: Jenny Oropeza is going to chair the budget committee in the Assembly.

Superintendent-President Kehoe: Yes, she is.

President Clark: She'll be in a position to be as helpful as possible.

Superintendent-President Kehoe: There are many of us in the community colleges that have been having discussions with Jenny.

ACADEMIC AFFAIRS

Sabbatical Report

Elvia Mieras, Dietetics instructor, reported to the Board on her recent sabbatical. She said that the purpose of her sabbatical was to update her knowledge in the fields of Dietetics and Food and Nutrition. She mentioned that the courses she teaches prepare students to work as dietary supervisors in the health care field. She felt that it would be beneficial to her students to return to industry to see what was currently in practice.

She visited several health care facilities, acute care hospitals, long-term care facilities and extended acute care facilities and a unified school district kitchen.

She also used her sabbatical to develop an on-line course for her students and LBCC and she gave a short presentation to the Board on this course.

President Clark: On an on-line course, do you have the option of speeding that up or is it fixed.

Elvia Mieras: No. It's fixed. It's not self-paced, keep on going. I have it similar to the way I offer the traditional class, and that's to keep them all at the same level.

Student Trustee Torres: So last semester was the first time it was on-line?

Elvia Mieras: In the summer of last year. I piloted it during the summer, which is a nightmare to do. I should have done it on a regular semester. It turned out really well. I started out with 20 students and I ended up with 15, which I was quite surprised. In the fall, I had 40 students that actually enrolled. The class was full, and I ended up with about 22 students. So, all in all, for an on-line course, I think it's doing very well.

President Clark: Do you lose the students early?

Elvia Mieras: You lose them early. It's like a traditional class. They're either there... And what I found is that if they studied the blue buttons a lot, they knew what was going on. Just like in a traditional class, if the student is ready to go and they're looking at the syllabus and they see what's coming down the course they do well and if they leave it to the last minute, those are the ones who usually have trouble.

Member McNinch: I've got a comment. This is the template that our distance learning team put together. Wow!!

Elvia Mieras: They did this template and then the instructor builds in all their information. They made it quite easy. It's very user-friendly, for the instructor and for the student for the most part.

Member McNinch: That's really impressive.

Elvia Mieras: I think so too. I tried to do it two years ago when they were using an older software that was very complicated and I took a break. I said I'll wait until the easy stuff comes up. So, they named it quite appropriately, Easy Teach.

Member McNinch: It's fabulous.

President Clark: Thank you very much.

STUDENT SUPPORT, PLANNING AND RESEARCH

No report.

ADMINISTRATIVE SERVICES

2001-2002 Second Quarterly Report

Gene Farrell: If you look at the quarterly report at midyear, it looks the same. I think if you look back five years, they're always within one percent of where they were the previous year. The only quarter that ever really gives you any kind of a picture is the fourth quarter, the final. There are so many variables of when something is reported, when something is paid, that they don't show the real picture until the final.

It was moved by Member McNinch, seconded by Member Polsky, that the Board of Trustees approve the 2001-2002 Second Quarterly Financial Status Report of the Long Beach Community College District and authorize transmittal of the report to the Chancellor's Office, California Community Colleges.

Member Thorpe: Mr. Farrell, that FY01-02 column - that's an estimate to date column?

Gene Farrell: Yes.

The motion carried, all voting aye.

Bond Procedures

Gene Farrell: Probably everyone I've talked to says, "Ok, what do we do next?" Now that we've worked so hard and passed Measure E, the first thing, and we're working on that as we speak, is to prepare an application form for people who are interested in serving on the oversight committee. If anyone of you know anyone who is interested and meets the criteria, we will make applications available. They will be submitted to Human Resources and Human Resources then will screen them and make sure that they have met the basic criteria. Staff will forward the finalists to the Board for selection.

The next thing that we've got to do and we're also doing it at this time, is that we are preparing an RFP for an architectural firm. Many are interested in doing this, helping us develop an implementation plan. An implementation plan is very different than a master plan. An implementation plan is not a detailed architectural rendering of buildings and so forth. It's to help the college determine what project goes first and how it will be staged. There will be needs assessments. There will be a great number of meetings with the staff and so forth. This is probably something in excess of a year's project. It's a big undertaking. We're also issuing an RFP for a civil engineer. We need to survey all the campus land. We need to do soil engineering to make sure there are no environmental issues and do core sampling. We need to do title searches. That's particularly true of the Pacific Coast Campus because of the road right of way that went through it. We need to know what, if any, restrictions we have in that area. That's what staff will do.

President Clark: Let me go back to the screening. If we're going to need to set up a committee to do the screening, not just HR?

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Gene Farrell: No. They will be screened. I just didn't go into great detail. It will be a group headed by the president who will forward a set of finalists to you.

Within 28 days of the election, the County Registrar of Voters should send to us, and it should be any day now, a canvass of votes. All that is, is just a list of yes or no votes. The Board of Trustees then passes a minute order. In the minute order it says you accept those tallies. We forward a copy of that to the Department of Education and that's all we need to do legally. But, that starts a sixty-day clock. Sixty days from the passing of the minute order, you, the Board, have to establish your oversight committee.

President Clark: That's from the time we actually vote on the minute order.

Gene Farrell: From the day you vote on it, within 60 days.

President Clark: It isn't necessarily 28 days. It could be longer.

Gene Farrell: You can do the minute order any time. Now, the makeup of the committee by code is at least: one student enrolled and active in a community college support group; one member active in the local business community; one member active in a senior citizens' organization; one member active in a bona fide taxpayers' association; one member active in a support organization of the college, for instance, the Foundation; two members of the community at large appointed by the Board. Seven members.

President Clark: You can have more than seven.

Gene Farrell: You can have more than that.

President Clark: That's the minimum.

Gene Farrell: That's the minimum.

Vice President Uranga: In terms of those organizations and college support groups, can we add to that, in terms of other community based organizations?

Gene Farrell: Absolutely. This is just the minimum.

Vice President Uranga: Just the basic.

Gene Farrell: You must have these. You can add as many as you choose. Now, there are some things that you have to be to be qualified. He/She must be at least 18 years of age, reside within the district's geographic boundaries. The committee may not include any employee, official in the district, any vendor, any contractor or consultant of the district. And, committee members serve in an uncompensated capacity for a term of two years and not exceeding two consecutive terms. That's code.

The purpose of the committee is to inform the public concerning the expenditure of bond revenues. The committee is charged with reviewing the expenditures of revenue to

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ensure that they are in accordance with the limitations of Prop. 39. That's what Prop. 39 says - that's verbatim.

Lastly, any district that has passed a Prop. 39 bond must conduct annual - and these are different than our regular audits, that are external audits - they have to do a bond revenue audit. It's an independent audit, and it's both a performance and a financial audit of the bond revenues and you have to do that until the bond proceeds have been exhausted. So you're going to be doing that for a lot of years. Now these are just some of the things that we have to start to put in place in the next sixty days. Then the real work will begin.

Member Thorpe: You say that any district that has passed a Proposition 39 bond. I don't quite understand that. The district passed Measure E, and under Measure E, apparently several bonds may be issued. Is that correct?

Gene Farrell: Actually, Prop. 39, we submitted our proposition, Measure E, as Prop. 39 qualified. All of the resolutions that we did, we did it as a Prop. 39. Prop. 39's big thing is that you only need 55% percent of the vote and one of the other significant parts of it is that you have to have an oversight committee. It has to be under \$25 and a few other things, but we met all of those requirements. So ours was a Prop. 39 bond. We're governed by the rules under Prop. 39.

Member Thorpe: Yes. I understand all of that, but it says "has passed a Proposition 39 bond," as though there is one Proposition 39 bond. Is that correct?

Gene Farrell: Any district that has passed a Prop. 39 bond does conduct...

Member Thorpe: Yes. But the District passed Measure E, which permits the letting of several bonds - Proposition 39 bonds. I don't think that's correct, is it?

Gene Farrell: Grammatically that may not be correct.

Member Thorpe: That's where I'm confused.

Gene Farrell: Maybe I need to have Steve, because he's the other grammatician here and he can explain it to you, but, our bond was Prop. 39. We can issue them all any time starting the day you pass the minute order. But they're not bonds. We don't issue bonds. An underwriter sells bonds on our behalf. But, if you had the election, held the election under Prop. 39 rules, you will have an audit and it's a separate audit. If it was not a Prop. 39, you don't need that.

Member Thorpe: I think if you put the word "authorization" in. We passed an authorization for a Proposition 39 bond, it's perfect. That's what we did.

Gene Farrell: If that makes you happy, that makes me happy.

Member Thorpe: I don't know. I like to tell my constituents something honest.

Gene Farrell: I think I'm missing something in part of what you're saying.

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Member Thorpe: Well, yes. It looks like we passed a Prop. 39 bond and that's really not what we did. We passed Measure E, which was an initiative to authorize the District to let bonds under Proposition 39; unless I'm dead wrong about that.

President Clark: Generically it's a Proposition 39 bond.

Member Thorpe: No. No. There's nothing on the ballot that mentions a Proposition 39 bond.

Member Polsky: I would just like to say, I would like this Board to congratulate itself on placing the measure on the ballot and the overwhelming victory, and despite those naysayers, I think - was it a two to one or - I just think we should give ourselves a hand.

Member McNinch: Also to the students, because the night that I was calling, the place was full of students, who truly believed that this was the right thing to do.

Member Thorpe: That certainly straightens out the grammar.

President Clark: Let me ask you, in regards to the RFPs, how soon do you think you'd have those?

Gene Farrell: We'll have them out within the next week or two. We have a draft of these that were done. We could have them on the street in the next week or two. We'll leave them out probably for 30 days.

President Clark: How are those going to be reviewed?

Gene Farrell: Both of those come back to Bill Flory's office and whatever group that he chooses, with the President, will review this.

Vice President Uranga: Which brings up, I guess, the following question in terms of those individuals that are going to be doing the review - they are not going to be themselves submitting RFPs?

Gene Farrell: Oh, they'll be staff.

Vice President Uranga: I'm concerned in terms of the expertise that would be needed to determine the quality of the RFP in being able to meet our needs.

Gene Farrell: Bill Flory is probably as expert as anyone that I've met anywhere.

Bill Flory: I'd be happy to respond to that question as I understand it. So what's the process? How you select the people we want to work with us? My phone has been ringing off the hook with people who want to work for the District, since the announcement was made at midnight on March 5, that we successfully passed the bond. What we've done is ask everybody who has asked to send their information to the Purchasing Department. Denise and I are in the process right now of completing what

we call the request for qualifications, that we'll send out to two groups: one, everyone who has asked that they be considered; and two, we plan to do an advertisement in the paper so that anyone locally who is qualified to work with community colleges on those kinds of things has an opportunity to request the information. We will also provide that information to them. They'll have 30 days to answer the questions and provide the information we've asked for. Then we will assemble a group to sit down and screen those and narrow it down to a half dozen or so. Then, sit down with Mr. Farrell and Dr. Kehoe and put together a committee that may have some more representation and faculty representation as well as we go through the final selection process as to who will help us with the implementation plan and to begin identifying architects who can start carrying projects over and dealing with some of the other professionals we need to work with. So, it will be a multi-faceted process. But, initially, we'll screen out those people who don't meet the basic criteria and get it down to a manageable group. Then we can set up additional interviews for them.

Vice President Uranga: I also would like the committee to take into consideration minority contractors, women-owned businesses, as well as minority-owned businesses. I think it's important for us to show fairness and equity in how we distribute some of these contracts out to these various vendors that we're going to be having.

Gene Farrell: It will provide a lot of work for a lot of people.

Vice President Uranga: Exactly, and I hope that at least we meet some requirements as far as being able to get women and minority-owned businesses to compete and to be awarded some contracts.

Bill Flory: Sometimes there is also a desire for the community to support local business and incorporate some of them. So what we'll be doing as we go through this process, we're also working on a process that allows us to move away from \$15,000 bid limits and begin to do more internal cost accounting ourselves so we can raise the bid limits. And part of that will incorporate a policy that would address those issues that the District is committed to attempting to reach five percent local business and ten percent minority and women business enterprises so that at least there's an effort that moves in that direction. Unfortunately, because it is public works, folks need to comply with state law regarding bondability, and insurance and contractor's licenses, and things of that nature. And many people breaking into the business would want to do public works, but they can't meet the criteria that we have to enforce.

Gene Farrell: One thing we did mention, if we're going to raise the bid, or ask you to raise the bid on it, really, it's only for the maintenance budgets. It's not for the capital projects budget. It is spelled out very clearly what they can be used for. And it was really designed for deferred maintenance projects. There's going to be a lot of that work going along with this bond.

President Clark: Let me ask. One RFP is for the architectural firm and they're going to do the implementation part, and that's likely to be a single firm?

Gene Farrell: Yes.

President Clark: You say it's a year's project. Do they spell out how much it's going to cost? Are we asking what their fees are for that whole project?

Bill Flory: That would be part of the second series of interviews that we go on to. The first portion would be just to qualify them to make sure that they are firms we want to do business with and whittle that group down. Then start working on moving them to the request for proposal process, away from the qualification process, to begin to establish a price for those portions. We'll also identify firms that we would want to take pieces that the successful implementation consultant decides are things that we should be moving forward with, or recommends that are things that we should be moving forward with, and we would have funds ready to go to begin to carry those through the design and construction process.

President Clark: In the process of doing this, do you need any expert individuals to help you or assist you on this evaluation? Or could we do it all in house?

Bill Flory: We can do it.

Member McNinch: I wear another hat and I'm a Community Development Commissioner for the City of Long Beach. Because of having that information, I will let you know that the Community Development Department, as well as the Economic Development Department, of our city, have lists of exactly what Roberto was speaking of and I think it would behoove us to make sure that an extension, a reach out, was done to those lists through the mail so they know that this is available. They may not qualify, but at least we've said, "You're in our city. You've already been helped. You seem to be doing well. Let's see if we can do business with you also."

President Clark: That's a good idea.

Member Thorpe: Is the Board and administration going to have a kind of flow sheet as you go along, kind of indicating these steps and where you're going and the progress monthly or quarterly?

Bill Flory: Yes.

President Clark: Are we going to go out within 30 days for these RFPs?

Bill Flory: Yes, sir.

President Clark: Any other questions? It's been rather exciting. Everybody loves you. You're not the only one who's been getting phone calls.

Vice President Uranga: We've been getting phone calls too.

President Clark: That's why we wanted to take a look at the process.

PACIFIC COAST CAMPUS

No report.

ACADEMIC SENATE

Steve Wallech:

1. In preparation for the Plenary Session of the Academic Senate this Spring Break, I attended the Area D meeting on Saturday, March 23, 2002:
 - A. Area D is a regional body that represents about 20 community colleges from Los Angeles to San Diego.
 - B. We meet prior to each Plenary Session to review the proposed resolutions that will be discussed at the Statewide meeting, and we deal with any burning issues that might have an impact on our region.
 - C. At this meeting, therefore, we spent a great deal of time discussion the upcoming State Budget and its bearing on the community college system.
 - D. Accordingly, I had brought with me two resolutions passed by our local Senate on March 22 dealing with the proposed funding cuts in Matriculation and Faculty Development that I delivered to the Area D Meeting.
 - E. (These I have made available for your review at your leisure)
 - F. As a result of the discussion on the Budget, Area D Senators developed a general set of recommendations, which I would like to report to you this evening:
 1. First, we discussed cuts in college funding according to their probable vulnerability—
 - a. CalWorks was considered the least vulnerable due to name recognition and a proven track record of sending students from school to jobs; few at the Area D Meeting felt that the Governor would keep these cuts in place
 - b. Then, Matriculation was considered far more vulnerable because of the lack of name recognition; consequently, we thought that matriculation would need a concerted support effort.
 - c. (Matriculation is the process by which the college tests and places students in courses that they have a chance of passing; it evaluates reading, composition, and math skills, while trying to determine potential educational or career interests)
 - d. Finally, Faculty Development Funds was considered to be the most vulnerable because the public can easily mistake any conference funds for paid vacations.
 - e. (Actually, Faculty Development is the funding source that finances most of the training that help our people stay current in their various fields).
 2. Accordingly, Area D decided that our members needed to support all Statewide efforts to write, propose, and argue for resolutions that reinstate these critically important funds.
 3. Hence, Long Beach City College offered the two I gave you this evening.
 - a. The first deals with Matriculation, but matched four others submitted by the community colleges present at the Area D meeting.

- b. They all used the same language, and hit upon the same points, as a Resolution submitted by the Statewide Academic Senate's Executive Committee.
 - c. Hence we decided to keep these for a local mailing effort to influence our state representatives.
 - d. A second resolution dealt with Faculty Development funds, was written by Francis Shelby, and was sufficiently unique that we felt it should be edited so that it could be presented at the Plenary Session.
 - e. This we will do on Saturday April 6.
- 4. Then members of the Area D meeting argued that all our colleges had to develop their own local resolutions, if they had not done so already, and mail off copies to the Governor as well as to the Legislative Advocate's Office.
 - 5. Area D members also suggested that we make these resolutions available to our local governing Board hoping that if any one of you were so inclined that perhaps you could send them to our local legislators as well.
 - 6. Furthermore, they recommended that I hand copies of these resolutions to these same legislators so that they would match my face with our Faculty's request.
 - 7. Still further, they suggested that I get in touch with our ASB president, or any other college wide student representative, and help to compose a joint resolution so that the voice of the students could be heard on these matters.
 - 8. Finally, they closed with a recommendation that we try an Inter-Segmental Academic Senate Approach and include the CSU and UC Systems in this effort.
 - 9. I plan on completing as many of these suggestions as possible.
 - 10. This evening's report is just a start.
 - 11. Accordingly, this is the end of my report.

CLASSIFIED SENATE

Shannon Willson: The Senate has been most active in staff development this year and, again, through the efforts of Jacque Lang Wilvers, we just presented a workshop through AB 1725 funding on Interpersonal Communication. It was attended by 20 employees and there was a waiting list of 30.

On April 5 there will be Red Cross training. Twenty-two classified employees will be trained in first aid and CPR. There was a significant response to this workshop and we're thinking the district may want to implement this training on a more extensive basis and possibly in conjunction with the Disaster Plan.

There is a distinct possibility that staff development money may be cut, as Steve was saying, so the Senate would like a commitment from the district to continue this benefit should this occur.

That's the end of my report.

TRUSTEES COMMUNICATIONS

Member McNinch: I want to thank the administration and faculty and staff, and especially the students of Spring Sing. This is something that I look forward to every year, because I can't think of another night where I laugh so hard. It doesn't matter that what the musical quality is. Our students are out there working together as groups and clubs and the international students, and they are enjoying each other and they are together in an activity that really bonds them together and forms friendships. And I just love it. So I want to actually just go on the record to say congratulations. What a great idea.

Now, the next meeting we have, there is a chance that it could be my last meeting. I don't want to do a swan song, but I do want to say I'm considering taking a full load of courses next year and running for Student Trustee. It's not that easy to get rid of me. On a light-hearted note, I'll give you a poem to end my part of the evening. Spring has sprung, Fall has fell, Summer is going to be here, and it will be hotter than usual.

Vice President Uranga: I noticed in our agenda packet, under 5.1, that we have a retirement of a long-time City College employee, Beverly Curl. I want to acknowledge her retirement and wish her very well. Give my regards to Beverly on that. When I was the recruitment officer for the City of Long Beach and I was recruiting police officers and firefighters, Beverly was very, very helpful in getting students to apply for positions with the City. She sponsored a job fair here for public safety positions and I was out here recruiting and she was extremely helpful and she's done a lot of work, not only with the Long Beach Police Department and Fire Department, but other regional departments as well. I wish her well and a happy retirement.

I also wanted to acknowledge that there were two other faculty/staff members who received awards this past month: Phyllis Arias and Lou Anne Bynum received Women Helping Women Award from the Soroptimists, an event that was held two Saturdays ago and I congratulate them, as well.

Next week the city is going to be sponsoring a Cesar E. Chavez Celebration - Changing Lives. There's a flyer here that our secretary is distributing. It is a whole week of activities. It starts on Monday, April 1 with the Cesar E. Chavez Celebration luncheon and the Hon. Bonnie Lowenthal, Councilperson, First District, and myself, will be emcees of that program. It is by invitation. So, call in, get your reservations. You see there is a whole week of activities that's going to be taking place. I want to especially highlight April 3, "An Evening with Evalina Fernandez and the Screening of Luminarias." "Luminarias" is an award-winning film by an upcoming Latina director and actress and I want to thank Dr. Merry for have the space at Dyer Hall at PCC to be able to sponsor this event and, of course, Dr. Kehoe for facilitating the whole project.

Hopefully we can get these out before Spring break. The event on the 3rd is an excellent event for our up and coming Theatre Arts students, both in the fields of acting and directing and filming. Evalina is going to conduct a discussion group after the presentation of the film and she will tell the audience what it took to make that movie and get it together, produced and distributed. Hopefully this will become an annual event and perhaps we could calendar this event next year.

Pauline Merry: I didn't give a report, but I do want to let everybody know that the plant sale, the 30th annual plant sale, at PCC is happening as we speak. The yard is just gorgeous. Come on down and spend your money. They use the money wisely. They use it for scholarships and they do baskets over Christmas, so they don't waste what they earn. Please join us.

Angelica Torres: I wanted to say thank you very much to Dianne McNinch for all of her support. You were there at the Spring Sing and I did forget to mention that our Spring Sing was great. The Sweepstakes went to JX for the fourth year in a row. Dianne, thank you so much for just being and always supporting us and to the rest of the Board for supporting us.

Member McNinch: I appreciate that very much. Thank you.

NEW BUSINESS

There was no New Business.

FUTURE REPORTS

4/23/02 - Energy Update

President Clark: I was just talking to President Kehoe and we had asked for a report on televising the Board meetings and didn't see that here.

Superintendent-President Kehoe: We have it on our radar screen, even though it doesn't appear here.

President Clark: But you don't have it on the agenda.

Superintendent-President Kehoe: We'll put it on the agenda next time.

PUBLIC COMMENTS (NON-AGENDA ITEMS)

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

**Minutes, Meeting of the Board of Trustees
March 26, 2002**

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 were no comments.)

ADJOURNMENT

President Clark adjourned the meeting at 6:05 p.m. The next regular meeting of the Board of Trustees will be held on April 23, 2002. 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 Dyer Assembly Hall, Building FF, Pacific Coast Campus.

Assistant Secretary