

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

**Minutes of Meeting of
May 28, 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 May 28, 2002.

CALL TO ORDER

The meeting was called to order at 3:20 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 5:07 p.m., in the Board Room, Building I, Liberal Arts Campus. President Uranga reported that, in closed session, no action was taken.

PLEDGE OF ALLEGIANCE

Angelica Torres, Student Trustee, led the Pledge of Allegiance.

ROLL CALL

Present: President Uranga, Vice President McNinch, Member Kellogg, Member Polsky, Student Trustee Torres

Absent: Member Clark

WELCOME AND INTRODUCTIONS

President Uranga: We have some welcomes and introductions. President Kehoe?

Superintendent-President Kehoe: I would like to introduce two people. I would have introduced them under my report, but I would like to recognize them because one of them needs to get to class. Last week I was very pleased to accept on behalf of the District an award for the International Business Association commending for excellence our program from our International Business Center. It's always nice to accept these awards, but I must say that all of the credit goes to people who work for us. I want to introduce Priscilla Lopez, who is the Director of our International Trade Center and our Mexico Trade Center. (applause) Also, Karen Faulkner, who is our International Business

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instructor and works with Priscilla. I wanted them to bring the award that we were given at the District, just to show you and maybe say just a few words about the program that they work together on.

President Uranga: Welcome to the Board meeting.

Priscilla Lopez: Thank you. Good evening to everybody. Karen and I have been working on an internship program for students in the International Business program. So far, about nine students total have gone through. I've had seven of them at my CITD at the World Trade Center and it's made a world of difference, both for me and our students. One of our students I hired on from the fall semester to the spring semester and we were going through evaluation with her and I asked her, "What did you learn different this semester than last semester." She said, "I actually know what to do this semester. Last semester I never knew what to do and I just waited for you to tell me what to do. Now, this semester I just do it because I know what to do and I take the initiative and get it done." I told her every employer wants an employee that actually takes the initiative and just does it. That's one of our success stories.

Karen Faulkner: One never knows when creating a course and putting it together how it will be received. I remember the hours and hours it took with the Curriculum Committee. But I feel very good with the feedback I've gotten from students. On the way over here, I just spent 45 minutes with a student, helping her construct a resume in order to get an internship. Other feedback that we've gotten from students that have gone through the program, virtually everyone has said it's been very beneficial. And, incidentally, this student said that the reason why she wanted to do it was because she had spoken to a student that had worked with the CITD last semester and found it very, very helpful in terms of getting a job, getting a well-paying job. I had other students that were in nonprofits, like, for instance, we had one at the Red Cross who said it was actually transformational and she's decided to devote her life to that type of international business. And they liked her so much that they wanted to keep her and send her overseas. Unfortunately, they wanted to send her to Afghanistan; luckily, she chose to keep going to school and didn't go to Afghanistan. But we felt very good about that. So, thank you for giving us that opportunity. (applause)

President Uranga: You do great work out there.

APPROVAL OF MINUTES

President Uranga: Is there a motion for approval of the minutes of May 14, 2002?

It was moved by Member Kellogg, seconded by Member McNinch, that the minutes of the meeting of May 14, 2002, be approved as distributed. The motion carried, all voting aye.

ORDERING OF THE AGENDA

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President Uranga: We're going to pull Item 1.1. That will take place later during the summer. We have a window that we need to address in terms of the Oversight Committee and it'd be best if we pull this item for a later Board meeting.

REPORT OF THE BOARD OF TRUSTEES

Certification of Election Results of March 5, 2002 (Measure E)

(This item was pulled to be brought back at a later Board meeting.)

Appointment of Screening Committee for Oversight Committee Candidates

President Uranga: Members of the Board, you have a slate of names for consideration. Do I have a motion?

It was moved by Member Polsky, seconded by Member McNinch, that the Board of Trustees appoint a Screening Committee to review all applications for service on the Measure E Citizens' Bond Oversight Committee, pursuant to Section 15278 of the Education Code. The Board appointed the following persons:

Gary Burroughs, John Higginson, Liz Miramontes, Tom Thompson, Wayne Piercy, Angelica Torres, Bob Torres, and, we have two alternates that we're recommending - Jim Hankla and Andy Romero.

The motion carried, all voting aye.

Recognition

Superintendent-President Kehoe: President Uranga, could we recognize the members of the Bond committee who helped us pass the bond?

President Uranga: Yes, of course.

Superintendent-President Kehoe: We've asked them to be present, primarily because we thought it would be the approval of the Minute Order, but that will occur at the end of June. But, I'd like to introduce to all of you who don't know them Mark Curtis, who chaired our committee for the bond, and we owe a great deal to Mark Curtis.

Vice President McNinch: Could we have each of them stand please?

Superintendent-President Kehoe: Yes. If they don't mind. (applause) Pam Hunter - I don't know if I saw Pam here in the audience but Pam Hunter is a CPA. She also serves on our Foundation Board and she kept track of all the money and all the regulations and did a wonderful job and was assisted by Jim Sullos. I don't believe Jim is here with us either, but maybe we could give them a round of applause for all their help. (applause) I do see in the audience John Higginson and Blanche Brewster-Canady, and Blanche's husband, who I know supported us on the bond. (applause) In addition, we had Chuck Lineberger and I don't believe I've seen Chuck in the audience either, who is also a citizen member. But, from our own staff on the Executive Committee we were staffed by Ginny Baxter, Bill Flory and Karen Kane, and if those three would please stand. (applause) It was a great privilege to work with all of these people. I've never seen such devotion to a cause and to

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an institution as was shown by the Executive Committee. I particularly thank those who are not employed by the District for giving so much time and so much phone time to the bond issue and thank you very much all of you.

President Uranga: Thank you very much.

Resolution, Student Trustee - 2001-2002

It was moved by Member McNinch, seconded by Member Polsky, that the Board adopt Resolution No. 052802A, for Angelica Torres, for her service as the student member of the Board of Trustees, Long Beach Community College District, during the 2001-2002 academic year.

The following resolution was read into the record recognizing Angelica Torres:

WHEREAS, ANGELICA TORRES was duly elected by her peers to serve as the student member of the Board of Trustees, Long Beach Community College District, for the year 2001-2002, and has served as such; and

WHEREAS, such elections were held in accordance with the California Education Code and the Constitution of the Associated Student Body, Long Beach City College; and

WHEREAS, she has actively participated in the meetings of the Board of Trustees, keeping the members apprised of the concerns and recommendations of the student body, as well as the accomplishments of the student body and individual students; and

WHEREAS, she has, in turn, kept the student body apprised of actions of the Board of Trustees so that the students might better understand the roles and responsibilities of the Board; and

WHEREAS, she has represented her peers diligently, setting an example for future student trustees to follow; and

NOW, THEREFORE, be it

RESOLVED, that the members of the Board of Trustees of the Long Beach Community College District, commend ANGELICA TORRES for her services on this Board and accord her the special recognition she deserves.

IN WITNESS WHEREOF, we have hereunto set our hands this 28th day of May, 2002.

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President Uranga: Angelica, would you please step over here? What we have here is a nice little plaque as a memento that you can take with you as you move up into high office, for your wall. You've been a great student trustee. Unfortunately, one year is the only time that we have with you. Wish we had some more. We did have some great conversations. I especially want to thank you for all the great work you did as well as student trustee with the bond bringing your peers to work the phone banks and everything else that you did for the bond. It shows good leadership and we wish you well. (applause) And I know my wife will get mad at me, but you get flowers, too.

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Student Trustee Torres: Thank you very much.

Member Polsky: I just wanted to add that this Board took I guess you'd call it a calculated risk when we put the bond issue on the ballot. We had some very scary times; we had September 11; we had a failing economy; and the stock market going down, and I've got to tell you I had some nervous moments, but I really have to give the credit to the people that worked on this bond issue. I got a call I think from Blanche to vote for it. I know how hard all of you worked and I know the Board members spent evenings making phone calls; I know I did, and I had one woman tell me that it's a secret ballot, I'm not going to tell you how I vote and I said well, when you get into the booth, please vote for it. But I really, honestly believe that thing would never have passed without the dedication of these wonderful community members who worked so hard and of course the people in house, Karen and Ginny and several other people that work on campus. I just really want to say thank you because I had some nervous moments and I was concerned. I'm sure everybody was because you just didn't know what was going to happen. But we won by such a large margin. The first thing I said when we heard that first evening when the results were coming out, I don't know if Jeri is here, I don't think she is. I said it goes to show, Long Beach City College is loved. When the first votes came in, we were way over and I think that's probably the bottom line; but it would never have happened without all of your dedication and hard work and I just personally want to say thank you very much because this Board couldn't have done it alone. We were very fortunate to have Tom Clark as President, who showed tremendous leadership - he's not here today, so I can't tell him personally, but he did a tremendous job too. So thank you, all of you, you've done a great thing for the community and here's to Long Beach City College.

Member Kellogg: I could make the comment for the student member, you're the finest student member I've ever had the pleasure to sit with. (laughter) That will hold true for another meeting, but I actually am very impressed by individuals. I think in the archives of the college when I was here we didn't have such a member, unfortunately. But I'm always very impressed by students today; how much more intelligent and advanced they are on being involved. In all fairness, I don't know if I'd had the opportunity back then, if there was an opportunity to play football, I probably wouldn't have shown up, so it's really commendable that you take the time to do this, and everyone that I've talked to on the Board said you're doing a fantastic job and we wish you the very best at your next endeavor at Cal State Long Beach. I'm sure you'll do extremely well there and I look forward to the person who's going to replace you. I hear you're at least giving some training on what to expect. Congratulations to you. Everyone has said nothing but positive things about your involvement here and I'm sure that they're well earned; so good luck to you and congratulations on this year.

Student Trustee Torres: Thank you.

Member Polsky: We're going to miss you.

Vice President McNinch: Very much. For those of you that weren't at the ASB banquet, Angelica brought her mother as her special guest and she thanked her mother in English and in Spanish for the love and the values that her Mom had given her. And to do that in

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front of everyone who was there was very touching and very beautiful. It's part of the type of woman that Angelica is and she's going to go on and represent us well because she will succeed in whatever she chooses to do - and contribute lots of money back for the Angelica Torres Scholarship. (laughter)

Angelica Torres: Thank you all very much.

The motion carried, all voting aye.

ACCT Survey

At the request of the Association of Community College Trustees, the Board discussed and responded to questions on a survey received from ACCT.

Committee Reports

There were no reports.

STUDENT TRUSTEE

Student Trustee Torres: My formal report is that the Commencement ceremonies will be this Thursday at 4 o'clock in the quad, so I hope to see you out there. I'll be watching for all of you. Besides that, I had a speech prepared for today, but, of course, I forgot it. I just want to say thank you very much. It has been an honor serving this year as student trustee, especially it being our 75th year. I was very proud of that. And I'm very proud of the Measure E. It was a lot of hard work and I'd like to thank all of the staff again on behalf of the students for all of your hard work. It was a lot of hard work for us. We devoted a lot of our time, but it was a great experience, and it's a legacy that we've left; so I'm really happy to be part of that and just thank you very much, Dr. Kehoe and the Board for taking me in and helping me out, teaching me all the good stuff. I really learned a lot this year. It was a great experience. A year ago today, I would not have imagined being here. I would not have imagined everything that I've learned this year and I'm really grateful I took this position. Thank you for the gifts, the plaque, and the flowers. Thank you for everything. It's been a great year. I'm going to miss all of you. I'll be back.

PUBLIC COMMENTS ON AGENDA ITEMS

President Uranga: 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 was no response.

The following items were part of the Consent Agenda

HUMAN RESOURCES (Academic)

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

Appointments

New Contract Faculty	1
Hourly Instructors - Spring	1
Hourly Substitute Instructors	9
Stipends	9

In-Service Changes

Change of Assignment – Reduced Workload Program	1
Department Head Election	1
Change to Previous B.A. Contract	1

HUMAN RESOURCES (Classified)

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

APPOINTMENTS

Probationary	5
Working Out of Class	1
Temporary	11
Exempt From the Merit System	15

SEPARATION FROM EMPLOYMENT

Retirement	3
Resignation	2
Layoff Due to Lack of Work/Lack of Funds	1
Termination	1

Resolution, Reduction of Classified Service, 2001-2002

It was recommended that the Board of Trustees adopt Resolution No. 052802B, 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 57908, 58021, 58354, 58359, 58371, 58380, 58384, 58394, 58438, 58440, 58506, 58566, 58576, 58580, 58584, 58601, 58623, 58633, 58645, 58693, 58722, 58742, 58769, 58778, 58787, 58802, 58814, 58833, 58835, 58863, 58865, 58896, 58899, 58907, 58912, 58919, 58921, 58923, 58935, 58937, 58945, 58947, 58957, 58959, 58979, 58983, 58985, 58992, 58994, 58998, 59006, 59013, 59050, 59123, 59166, 59172, 59183, 59207, 59211, 59219, 59225, 59228, 59236, 59295, 59301, 59317, 59328, 59347, 59384, 59403, 59420, 59431, 59435, 59441, 59445, 59448, 59450, 59454, 59456,

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59482, 59489, 59506, 59517, 59538, 59545, and 59602, for the General Fund, in the amount of \$384,226 as listed.

From:	Academic Salaries	\$ 63,132	
	Classified Salaries	18,698	
	Staff Benefits	13,538	
	Books and Other Supplies	64,723	
	Other Operating Expenses	77,791	
	Capital Outlay	68,008	
	Appropriation for Contingencies	<u>78,336</u>	\$ 384,226
To:	Academic Salaries	\$ 38,137	
	Classified Salaries	36,347	
	Staff Benefits	4,390	
	Books and Other Supplies	112,111	
	Other Operating Expenses	45,193	
	Capital Outlay	131,516	
	Appropriation for Contingencies	<u>16,532</u>	\$ 384,226

Included in the total appropriation of \$384,226 are the following transfers greater than \$10,000:

<u>AT</u>	<u>From</u>	<u>To</u>	<u>Department</u>	<u>Amount</u>
58506	514000-01-631000-0820	457000-01-631000-0820	Student Counseling/ Guidance	\$ 13,172

From personal services to office supplies for an open purchase order with the bookstore and miscellaneous supplies, Extended Opportunity Programs and Services District Match.

58601	457000-01-705000-2550	647000-01-705000-2550	Contract Education Economic Development	\$ 14,000
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From office supplies to equipment for grant purchases, SELACO H1B.

59013	149000-01-705000-2550	457000-01-705000-2550	Contract Education Economic Development	\$ 13,761
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From other hourly personnel to office supplies for credit card purchases, SELACO H1B.

59489	232000-01-646000-8500	790100-01-794400-0000	Reserves	\$ 14,532
	395000-01-646000-8500			
	456500-01-646000-8500			
	457000-01-646000-8500			
	522200-01-646000-8500			
	522500-01-646000-8500			
	522600-01-646000-8500			

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From hourly classified salaries, benefits, duplicating, office supplies, academic, administrative/manager/supervisor, and classified conferences to reallocate budget, State Work Study Teaching Intern Program.

(b) Appropriation Transfer numbered 58802 for the Capital Project Outlay Fund, for \$12,075 as listed.

From:	Other Operating Expenses	\$ 12,075	\$ 12,075
To:	Capital Outlay	\$ 12,075	\$ 12,075

Included in the total appropriation of \$12,075 are the following transfers greater than \$10,000:

<u>AT</u>	<u>From</u>	<u>To</u>	<u>Department</u>	<u>Amount</u>
58802	568000-15-710100-5245	621000-15-710100-5227	Capital Projects	\$ 12,075

From maintenance, Repair Tennis Washdowns, to construction, Replace Electrical Horticulture.

(c) Appropriation Transfer numbered 59301 for the Self-Insurance Fund, in the amount of \$325 as listed.

From:	Appropriation for Contingencies	\$ 325	\$ 325
To:	Books and Other Supplies	\$ 325	\$ 325

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

Salary Warrants

Ratify issuance of salary warrants listed on Register No. 4039 through Register No. 4041 for the period of April 15, 2002, to May 3, 2002, in the amount of \$497,882.87 as listed.

Register No. 4039 Issue Date 04/16/02	Warrant Nos. 0691896 – 0692005	\$ 29,409.13
Register No. 4040 Issue Date 04/16/02	Warrant Nos. 0692006 – 0692061	\$ 40,290.00
Register No. 4041 Issue Date 04/30/02	Warrant Nos. 0692062 – 0692235	\$ <u>428,183.74</u>
	Total Salary Warrants Issued	\$ <u>497,882.87</u>

Commercial Warrants

Ratify issuance of commercial warrants for the period April 15, 2002, through May 3, 2002, in the amount of \$4,256,628.65 as listed.

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Period Ending April 19, 2002		
General Fund	\$ 858,168.24	
Student Financial Aid Fund	158,855.92	
Child Development Fund	29.00	
Payroll Clearing Fund	279.97	
Capital Project Fund	<u>74,668.09</u>	\$ 1,092,001.22
Period Ending April 26, 2002		
General Fund	\$ 111,292.09	
Student Financial Aid Fund	69.98	
Child Development Fund	166.51	
Payroll Clearing Fund	234,864.39	
Capital Project Fund	<u>72,363.12</u>	\$ 418,756.09
Period Ending May 3, 2002		
General Fund	\$ 628,206.34	
Student Financial Aid Fund	1,548,467.90	
Payroll Clearing Fund	37,899.72	
Capital Project Fund	<u>531,297.38</u>	\$ 2,745,871.34
	Three week total	<u>\$ 4,256,628.65</u>

Included in the total expenditure of \$4,256,628.65 are the following payments greater than \$10,000, excluding employee benefits and utilities:

General Fund – Fund 01

1. \$ 128,625 to Ciber Inc., for PeopleSoft professional services from December 31, 2001, through January 10, 2002, and from February 25, 2002, through March 21, 2002.
2. \$ 99,269 to College Enterprises, Inc., for duplicating charges through Pulse for February and March 2002 and for backfill charges from July through September 2001.
3. \$ 69,675 to Apple Computer, Inc., for computer equipment for Foreign Language, English, Reading, and the Center for Learning Assistance.
4. \$ 58,453 to EPOS Corporation, for upgrade to Pentium server and system software for the telephone registration system.
5. \$ 39,997 to Comp View, Inc., for an Epson multi-media projector with a three-year warranty and replacement service, Media Equipment Circulation and Telecommunications.
6. \$ 33,778 to First Union, for First Union VISA purchasing card for March 2002.
7. \$ 11,383 to Hewlett-Packard, for printing supplies for the mainframe printer.

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8. \$ 10,912 to Trend Offset Printing Services. Inc., for printing of Summer 2002 class schedules.
9. \$ 10,534 to Department of General Services, for lease of five vehicles from October 1, 2001, through December 31, 2001, Long Beach City College Police.

Capital Project Fund – Fund 15

1. \$ 173,489 to Cavecche Engineering and Construction, for replacement of handicapped ramps in various buildings, Liberal Arts Campus.
2. \$ 131,400 to Ivy Electrical, for replacement of high voltage wiring, replacement of electrical panel and wiring upgrades in various buildings, Liberal Arts Campus.
3. \$ 120,832 to Gateway Electric, Inc., for partial payment for electrical work, Building OO and Horticulture, Pacific Coast Campus.
4. \$ 88,435 to Advance Mechanical Contractors Incorporated, for emergency repair to drain lines, Building E, and for miscellaneous plumbing jobs, Liberal Arts Campus and Pacific Coast Campus.
5. \$ 57,241 to A.F. Brown Electrical Contractor, Inc., for partial payment for emergency repair to main power line, Building P, Liberal Arts Campus.
6. \$ 24,984 to Wolff, Lang, Christopher Architects, for professional services from March 1, 2002, through March 31, 2002, ADA barrier removal, Liberal Arts Campus and Pacific Coast Campus.
7. \$ 12,800 to Coast Roof Company, Inc., to re-roof Building H, including re-coating of the canopy roofs, Liberal Arts Campus.

PURCHASING

Bid Awards

CN99603.5 – Ratify – with ABTECH Support, Inc., for remedial and hardware maintenance support services for the HP3000 for the period of May 1, 2002, through June 30, 2003, with the District reserving the option to renew for additional one-year periods not to exceed five years. Total annual maintenance not to exceed \$14,548 and services not covered under the standard maintenance agreement not to exceed \$5,000.

CN99605.8 - Authorize Vice President, Administrative Services to approve the selection of responsible contractor from the responsive bidders for the parking lot renovations, Lots D & E at the Liberal Arts Campus for an amount not to exceed \$200,000.

Contract Amendment

CN99611.4 – With Ciber Inc., previously known as DigiTerra, Inc., Amendment #5, for software implementation to increase the contract an additional \$250,000.

Amendment of Board Action

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CN99617.4 – Amend - With Advance Mechanical Contractors, Inc., for plumbing projects, various locations, Liberal Arts and Pacific Coast Campuses, to add the project completion date of March 15, 2002.

Purchase Order Approvals/Ratifications

Authorize the issuance of purchase orders for the period April 15, 2002, through May 3, 2002, in the amount of \$495,079.05 as listed.

41871 – 41872	\$ 2,105.54
41874	1,468.95
41879	2,061.86
41881	132.14
41884 – 41888	12,694.56
41898 – 41983	237,324.29
41985 – 41986	2,369.29
41988 – 42057	182,152.91
42060 – 42082	53,425.61
P18172 - P18183	<u>1,343.90</u>
Total amount	\$ 495,079.05

Included in the total amount of purchase orders of \$495,079.05 are the following items greater than \$10,000:

General Fund - Fund 01

PO 41940	Upgrade on-line registration system Management Information Systems Account No. 647000-01-678000-1400	\$52,134.22
	Account No. 458000-01-678000-1400	\$6,318.56
PO 42037	Multimedia projectors and document imager Media Account No. 647000-01-613000-1450	\$48,500.34
PO 42045	Software Telecommunications Account No. 458000-01-677800-1440	\$15,168.43
PO 42064	Printing of the Fall 2002 Schedule of Classes Institutional Research & Academic Services Account No. 457000-01-601400-1400	\$17,408.55

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:

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Agreements

CN 93060.9 - Amend - With School Services of California, Inc., to provide assistance regarding fact-finding for the AFT-CCE classified union contract, to increase the contract amount by \$15,000 for a total contract amount of \$33,000 and extend the termination date from June 30, 2002, to December 31, 2002.

CN 93066.4 - Ratify - Amend - With Lupe Garibay dba Garibay Family Child Care, to provide child care for CalWORKs participants, to increase the contract amount by \$3,000, for a total contract amount of \$14,000, paid with CalWORKs funds.

CN 93074.9 - Ratify - Amend - With Our Saviour's Lutheran Church, to provide child care for CalWORKs participants, to increase current contract amount by \$3,000, for a total contract amount of \$6,000, paid with CalWORKs funds.

Rejection of Claims

Reject the claim presented by attorney Marshall A. Caskey on behalf of his client, Annie Thomas, with regard to an incident that occurred at the Pacific Coast Campus from May 1996 to the present.

Reject the claim presented by attorney Marshall A Caskey on behalf of his client, Alfonso Correa, with regard to an incident that occurred at the Pacific Coast Campus from May 1996 to the present.

Donation

Accept the donation from American Isuzu Motors Incorporated, of three 1991 Isuzu Rodeos, one red, automatic four-wheel drive, serial number #4M4307390; one blue automatic two-wheel drive, serial number # 1M4300481; and one gray manual transmission two-wheel drive, serial number # 5M4300691, for use in the Automotive Program and request that a letter of appreciation be sent.

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>
LBCC Foundation	PCC	Scholarship Ceremony	Quad Area	5/8/02

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>
L. B. Sprinters Track Club	LAC	Track Practice	Stadium	4/30-7/6/02
California	LAC	Track Practice	Stadium	4/30-7/6/02

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Quicksilver

Venus	LAC	Rummage Sale	Golf Mall	5/4/02
L. B. Parks & Recreation	LAC	Sunday Baseball	Baseball Field	5/5-8/4/02
LBCC A.C.J.A. Club	LAC	Car Wash	Parking Lot I	5/5/02
Bethany Lutheran Church	LAC	Parking	Child Study Center Lot	5/11/02
Grace Memorial Baptist Church	PCC	Parking	Lot 1 or 2	5/26/02

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>
Bravo Productions	LAC	Workshop	D135	6/1/02
Hoover Middle School	LAC	Graduation	Auditorium	6/13/02
ACT Testing	PCC	MCAT Test	BB, DD, EE, FF Buildings	8/17/02
Educational Testing Service	PCC	Praxis Series	BB, DD, EE, FF Buildings	9/21/02
Scholastic Aptitude Test	PCC	S.A.T. Exam	BB, DD, EE, FF Buildings	10/12/02
Scholastic Aptitude Test	PCC	S.A.T. Exam	BB, DD, EE, FF Buildings	11/2/02
Educational Testing Service	PCC	Praxis Series	BB, DD, EE, FF Buildings	11/23/02
Scholastic Aptitude Test	PCC	S.A.T. Exam	BB, DD, EE, FF Buildings	12/7/02
Educational Testing Service	PCC	Praxis Series	BB, DD, EE, FF Buildings	1/11/03
Scholastic Aptitude Test	PCC	S.A.T. Exam	BB, DD, EE, FF Buildings	1/25/03

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Educational Testing Service	PCC	Praxis Series	BB, DD, EE, FF Buildings	3/8/03
Scholastic Aptitude Test	PCC	S.A.T. Exam	BB, DD, EE, FF Buildings	4/5/03
ACT Testing	PCC	MCAT Test	BB, DD, EE, FF Buildings	4/19/03
Educational Testing Service	PCC	Praxis Series	BB, DD, EE, FF Buildings	4/26/03
Scholastic Aptitude Test	PCC	S.A.T. Exam	BB, DD, EE, FF Buildings	5/3/03
Scholastic Aptitude Test	PCC	S.A.T. Exam	BB, DD, EE, FF Building	6/7/03
Educational Testing Service	PCC	Praxis Series	BB, DD, EE, FF Buildings	6/28/03
National Evaluation System	PCC	Testing	BB, DD, EE, FF Buildings	8/2/03
National Evaluation System	PCC	Testing	BB, DD, EE, FF Buildings	8/9/03
ACT Testing	PCC	MCAT Test	BB, DD, EE, FF Buildings	8/16/03

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>
Boy Scouts of America	LAC	Parking	Lot J	6/1/02

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

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

The motion carried, all voting aye.

Certification of Self-Study Report

President Uranga: Before we go on to the other items here, can I get a consensus from the Board that we could move up subject number 9.1 - the certification of the self-study report? I know that we have plenty of individual faculty here to review this item and I know they have somewhere else they need to be.

There was consensus from the Board to move up item 9.1.

President Uranga: Thank you. I'd like to bring forward Linda Umbdenstock, if she would please come to the podium. Is Mr. Del Gaudio here?

Linda Umbdenstock: I think he's home preparing for the other event.

President Uranga: What you received in your packet is quite a big document on the institutional self-study in support of reaffirmation of accreditation. This was a lengthy process. It started back in the spring of 2000. We started with the appointments of Linda Umbdenstock and Julian Del Gaudio to serve as chairpersons, and from those two individuals it grew to a committee of approximately 100 and we basically did an extensive review of the total college, the total services, its academic structure, its curricula, its governance, its Board mission, and objectives, and it was quite an undertaking for this last going on two years at this point.

I'd also like to acknowledge Steve Wallech, who had major input on this document as well as the Classified Senate. There were quite a number of accomplishments that we have here. There are some items in here obviously that we need to work on and those are described under Planning Agenda. Those are addressed there in terms of what do we need to do to address future needs in those specific areas. There are ten Standards that were reviewed. The one that was most specifically related to us was Standard Ten, and, over the last year and a half I've brought you some information on Standard Ten, gave you an update of what the progress was or any wording that we needed to look at in terms of Standard Ten and where we stood with those.

I just want to point out a few milestone events that we had here. The last accreditation period took place if I'm not mistaken, in 1996. We had a mid-cycle visit where there were some issues that the accreditation board wanted us to revisit and work on, improve on, and we've done that. This document shows that. Since 1996, we've made significant improvements in our technology, using the Web, our distance learning has been quite a significant event and we've done better. We've established quite an effective relationship with our other college systems, Cal State Long Beach, some of the other colleges and universities in our area, as well as with the Long Beach Unified School District, with our City Teach program, as well as the seamless education, and the middle college program. We've also expanded curriculum to include the establishment of the Latino Studies

Institute, which I think is very good, along with City Teach. We also have some challenges for the future and obviously a big major one is the implementation of the bond measure, Measure E, for facility improvements. That's all I have to say about this big document at this time and I'd like to turn it over to Dr. Umbdenstock and she can give us her report.

Linda Umbdenstock: What I'd really like to do is acknowledge some of the people who helped lead this effort. It took an enormous amount of time and energy and working with all the other people on campus and some of them are here in the audience today. I would like those individuals to stand and be acknowledged. (applause) I think otherwise you covered it very well.

It was moved by Member Kellogg, seconded by Member Polsky, that the Board of Trustees certify the Self-Study Report to the Accrediting Commission for Community and Junior Colleges.

The motion carried, all voting aye.

Member Polsky: I just want to congratulate the team on this. I know how long it took, and I was saying to Jeff, it's a lot of paperwork and a lot of time and effort goes into this, planning, and I'm glad I wasn't on this committee. Anyway, congratulations. It takes a lot of work and we appreciate it.

HUMAN RESOURCES

Classification Study

Vic Collins: President Uranga, if I might, I'd like to just do an introduction and then actually 5.4 and 5.5 can be addressed simultaneously, because they are part of the important work that our Personnel Commission does. It's a pleasure tonight, and I'm not going to steal any thunder from our Director of Human Resources that is employed both by the Commission and the District, but it's a pleasure tonight to have the Commissioners, who fulfill a major legal responsibility on the part of the classified service here to present to you some information tonight. But I did want to reintroduce John Tortarolo to you, who is the current Director of Human Resources that handles the classified service. John comes to the District with many years of experience in human resources. He also came in at a very crucial time. We were winding down a classification study that, as you heard with the accreditation, the classification study has been in progress for more than two years and John came into a process that was the second handoff of that end of the process. It was started by a former director and then, more than a year ago, we were pleased in the District and proud to be able to utilize Les Allen as an interim. Les came in and took charge of moving the process along and has been a major mainstay in a lot of things that have been happening in the classified service. So, I want to both congratulate and thank these two gentlemen for what they've done as well as the three Commission members for the hard work that they had to endure going through the study and listening to things and going through a very complicated appeal process. What will happen with the classification study, because it is an informative item for the Board, that upon completion of tonight's session, it will be turned over to the Board and then we'll engage in a negotiation process for implementation of the study. If I could, I'm

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going to step out of the way and turn things over to John and let him introduce the Commissioners to you and take 5.4 and 5.5 together.

The Board of Trustees receive for consideration and negotiation the Classification Study conducted by Nash and Company. This was an information item.

Annual Report of the Personnel Commission

Members of the Personnel Commission presented the following annual report for 2000-01 to the Board of Trustees:

ACADEMIC SENATE (Title 5, Section 53203)

Certificate of Completion (1)

Dr. Steven Wallech, Academic Senate President, presented one Certificate of Completion for information: Applied Music Instructor. This certificate will prepare students for entry level employment.

Education Code §78016 Review Sheet

Dr. Steven Wallech, Academic Senate President reviewed the new Review Sheet for Education Code Section 78016, which mandates a review of programs commenced subsequent to July 28, 1983. The Curriculum Committee approved this form that allows

Long Beach City College Career and Technical Education Programs to comply with this section of the Education Code.

SUPERINTENDENT-PRESIDENT

Superintendent-President's Report

Superintendent-President Kehoe: I've done most of my report already. I did want to note that the individuals that you appointed tonight, the screening committee for the oversight committee, will commence their work after the applications come in, and I believe the deadline is July 12. That committee will meet and screen all the applications in all the categories and the slate of committee members will be brought to the Board at the August meeting. I just wanted to make that very clear, as long as we're talking about it.

I reiterate what Angelica said, we will see you at graduation at 4 o'clock on Thursday. You'll have to be there earlier but the graduation starts right at 4, right, John?

John Fylpaa: Yes.

Superintendent-President Kehoe: Step off is at 4 o'clock. 3:15 in my office for the Board members. That's all I have tonight.

ACADEMIC AFFAIRS

Sabbatical Report

Chris Jacobs: Good afternoon President Uranga, Members of the Board, Superintendent-President Kehoe, and those in attendance.

Thank you for inviting me here. I am Chris Jacobs and I teach courses in Early Childhood Education. I help prepare students to work with children under the age of five in early childhood settings.

While I was on sabbatical leave:

I did research on current practices and read many studies in professional journals.

I rewrote curriculum material for the Guiding Children's Behavior course.

I selected new texts and reviewed those. In addition, I developed study guides and exams.

I developed two short term courses.

And I did field visits.

Places visited:

I visited a variety of early childhood programs in the community. Programs included large for profit centers, non profit large centers, and small private for profit centers. I also visited school district and Head Start sites, and family child care.

Some programs were housed in new buildings specifically designed for children, others were in older buildings or ones made over to house children. Every site, with the exception of the family day care program, had between three to four of our former students employed. The family day care had one former student employed by the owner.

Environment:

Newer facilities have lots of bells and whistles like built in amphitheatres, security systems, and interesting ideas for storing trikes and other outdoor equipment. Some facilities had very small rooms with small groups of children, others had larger rooms with double size classes or two classes sharing space. The trend seems to be heading towards larger rooms and lots of team teaching. Lighting from windows made rooms appear cheerier than those rooms with limited windows. One site had windows that were low enough for children to stand next to and see out. Equipment and supplies seem plentiful in all sites. The large motor equipment for outdoor play was different for toddlers than for preschoolers.

One of the biggest problems at all sites is sand that travels from outdoors to inside. Many sites had children shake out shoes prior to entering the class after playground time to rid the shoes of sand. It has become a routine in itself.

Children:

Children ranged in age from toddlers to age five. Children were from diverse backgrounds. Some of my favorite observations include a two year old child riding a tandem trike and pausing to let a little girl on. He then carefully pulled away *looking over his shoulder* to check on her as he drove off. Another includes a group of three boys who played on the climbing equipment, did puzzles, washed baby dolls, and played in the sandbox *without saying a word* during the forty-five minutes to each other. During a dramatic play activity, one girl offered me five scoops of ice cream for eighty-six dollars. A tiny little three year old girl *with flaming red hair* struggled with a heavy exterior playground door and showed great perseverance until she got it open and went inside to her classroom. A toddler on the changing table happily wore the latex gloves while the caregiver changed him. *The caregiver* did not wear gloves. A four year old, using the teacher's marking pen, carefully wrote her own name in perfect printing on her art paper. Another four year old, while standing at the clay table, *used her whole body* to flatten the play dough on the table. A pair of children emptied the block tub and sat happily inside waiting for friends to find them.

Small motor skills seem more advanced at an earlier developmental age than suggested by research and theory. Language skills show a large variation from little to no language in one class of three year olds at one site to lots of language at another site's class of three year olds. There were only four conflicts between children observed. All were over a toy or space. Teachers resolved these by telling the offender to give it back or to go play some place else.

Comments:

I learned there is good child care available in the community. Children are being watched and well cared for. Programs are well staffed in terms of ratios of adults to children. There are ample supplies and equipment. Children are not mistreated. Curriculum may vary in type, but all programs use some type of planning.

Men are under represented as caregivers. Only three were seen in the programs I observed. Once in the field, students could be supported by faculty visits and follow up work shops and training.

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In Conclusion:

The work I did on sabbatical is being used by the Child Development department as part of a curriculum revision project. The sabbatical was a great experience and I thank you for this opportunity.

Thank you.

STUDENT SUPPORT, PLANNING AND RESEARCH

No report.

ADMINISTRATIVE SERVICES

No report

PACIFIC COAST CAMPUS

No report

ACADEMIC SENATE

No report

CLASSIFIED SENATE

No report

TRUSTEES COMMUNICATIONS

President Uranga: I just want to say that I did have the opportunity to attend quite a number of those banquets and luncheons and I think I gained about 20 pounds in the last two weeks. But it was all good. I did have an opportunity to attend the Classified Week luncheons, both at this campus and at PCC. I also had an opportunity to go to the potluck put together by the night custodians, or the custodians, in the D Building. I hadn't been in that facility since it was just in the construction stages, but it's a great facility. Very nice. We can be very proud of it. And it was a great potluck.

Student Trustee Torres: I'd like to thank Dr. Fylpaa for all of his help this year. He has been instrumental in my doing a good job as a student trustee, or, I think, I did a good job as a student trustee; so, thank you so much for all of your help and all of your support this year. I couldn't have done it without you.

Vice President McNinch: I was unable to attend the classified potluck at PCC because Mr. Bill Flory was taking me and another Red Cross volunteer on a site inspection visit of both of our, well they're not campuses, sites. There will be a Red Cross class tomorrow night on aviation disasters. As close as we are to the airport, I'll be attending it, and if Mr. Flory can attend, it he has expressed an interest in doing that. I'm very pleased that Long Beach City College has chosen to become highly involved with the Greater Long Beach American Red Cross.

NEW BUSINESS

Study Session:

July 9: Institutional Effectiveness

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FUTURE REPORTS

July/August: Option to Broadcast Board Meetings
October 15: Update on Title V - HSI Grant
November 12: Report from the Eligibility of a Two-College
District Committee

PUBLIC COMMENTS (NON-AGENDA ITEMS)

President Uranga: 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.

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 Uranga adjourned the meeting at 6:25 p.m. The next regular meeting of the Board of Trustees will be held on June 25, 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., Building I, Liberal Arts Campus.

Assistant Secretary