

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

**Minutes of Meeting of
February 18, 2003**

The meeting of the Board of Trustees of the Long Beach Community College District, County of Los Angeles, California, was held in Building FF, Dyer Assembly Hall, Pacific Coast Campus, 1305 East Pacific Coast Highway, Long Beach, on February 18, 2003.

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 5:15 p.m., in Building FF, Dyer Assembly Hall, Pacific Coast Campus. President Uranga reported that, in closed session, no action was taken.

PLEDGE OF ALLEGIANCE

Member Kellogg led the Pledge of Allegiance.

ROLL CALL

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

WELCOME AND INTRODUCTIONS

President Uranga welcomed everyone to the meeting.

APPROVAL OF MINUTES

President Uranga: Is there a motion for approval of the minutes of January 14, 2003, February 4, 2003, and February 5, 2003?

It was moved by Member Clark, seconded by Member Polsky, that the minutes of the meeting of January 14, 2003, be approved as distributed.

The motion carried, Members Clark, Kellogg, Polsky, Uranga, and Student Trustee Washington voting aye; Member McNinch abstaining.

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It was moved by Member Polsky, seconded by Member Clark, that the minutes of the meeting of February 4, 2003, be approved as distributed.

The motion carried, Members Clark, Kellogg, Polsky, Uranga, and Student Trustee Washington voting aye; Member McNinch abstaining.

It was moved by Member McNinch, seconded by Member Clark, that the minutes of the meeting of February 5, 2003, be approved as distributed.

The motion carried, all voting aye.

ORDERING OF THE AGENDA

President Uranga: We're going to be moving Agenda Item 13.1 to Item 1.5 - that will be right after Committee Reports. And we have a correction on the Agenda - Item 12.7 - that's the 2002-2003 Second Quarterly Report.

REPORT OF BOARD OF TRUSTEES

Approval of Televising Board Meetings

It was moved by Member Clark, seconded by Member McNinch, that the Board approve the televising of all Board meetings commencing with the May 13, 2003, meeting, and that the District is authorized to spend an amount not to exceed \$20,000 for equipment and other expenses to implement this service. The Board also authorizes the additional ongoing costs for staff support and supplies necessary to support televising the meetings.

President Uranga: There's a motion and a second. Any discussion?

Member Polsky: When does it start?

President Uranga: I believe in May, if I'm not mistaken. Is that correct? May 13.

The motion carried, all voting aye.

Change of Date and Location for Board Retreat

It was moved by Member McNinch, seconded by Member Polsky, that the Board Retreat scheduled for March 27-28, 2003, on Catalina Island, be changed to March 21, 2003, 8:30 a.m. - 4:00 p.m., at the Boeing PacificCenter, 3855 Lakewood Boulevard, Long Beach.

The motion carried, all voting aye.

Resolution, Black History Month

It was moved by Member Clark, seconded by Member McNinch, that the Board of Trustees approve Resolution No. 021803A proclaiming February 2003, as Black History Month.

President Uranga: I just want to say that there will be a lot of events taking place all over the City as well as I believe on the various campuses. Correct?

Student Trustee Washington: Yes, that's correct.

The motion carried, all voting aye.

Committee Reports

There were no reports.

PACIFIC COAST CAMPUS

Presentation by Jeri Carter

Provost Merry: Before Jeri begins her presentation I want to draw your attention to two items that are in front of you, the violet piece of paper is a new publication that my office is putting out on a biweekly basis and faculty and staff on the campus have found it very useful and it's really kind of fun to produce, telling about all the various activities that go on on this campus. Secondly, the white sheet of paper shows you that tomorrow is the fourth reception for the artists series at 11:30 and we invite you all to come and hear the artists speak and we will have live music once again.

Now it is my pleasure to introduce Jeri Carter. While Jeri Carter doesn't report directly to me, her activities on this campus are broader than what you might say her job description is. She's been very useful in helping faculty and staff in the production of various events on campus and she's going to take this opportunity now to tell us more about what she does.

Jeri Carter then showed a slide presentation outlining the services offered by the Student Life office at the Pacific Coast Campus.

She then introduced Susan Trask and Billy Brown, two former students of LBCC who told of their positive experiences with the Student Life Program and how it prepared them for their careers.

STUDENT TRUSTEE

Student Trustee Washington: Good Afternoon! It's very good to hear that the Pacific Coast Campus is doing so well as far as student life thanks to Dr. Merry and Jeri Carter. I would like to mention another influential catalyst at PCC, her name is Lydia Turner, she is one of the Financial Aid Counselors at LBCC. She has been very influential to the students as far as the activities and participation for Black History Month this year and future years to come. I would again like to encourage the members of the Board and everyone to participate and come out to the activities posted on the flyer passed out by Dr. Merry during the PCC presentation.

Also, I am glad I had the opportunity to represent the students of LBCC on both a national level and a local level as far as the budget cuts for the fiscal year. I feel I received the necessary information I needed to be influential to our Associated Student Body in developing a solid student advocacy plan. I was able to accompany the Board members at the conferences in Washington, D.C. and Sacramento, California. Thank you again for the opportunity. I think we were (the LBCC group who attended) very educated and eloquent in our delivery with expressing our concerns. The legislators seemed very

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appreciative, professional, and receiving of our comments and suggestions. It was a very beneficial as well as effective experience.

The Student Bridge Center and the Transfer Services Center have merged. The new office is called "Student Success/Transfer Services Center." It is located at LAC in room A156. With the help of Ruben Page and Gary Williams, both program specialists will be able to assist students with the transition from LBCC to a university and also assist with questions on how to have a great start with registration at this college among other questions by present or future students.

LBCC's Cultural Affairs Council is presenting an experience in cultural diversity for the ASB, with field trips to The Museum of Tolerance on Wed., April 2nd to experience and learn more about true tolerance and the honoring of persons and also a free tour of the New and Beautiful L.A.'s Our Lady of The Angels Cathedral on March 11th – which is welcoming students to participate to experience the art, history, knowledge, and view of this cultural sanctuary and garden.

LBCC's Spring Sing student event is coming up on March 14th at LAC's auditorium at 7 p.m. Spring Sing is an event that embraces the talents of our involved student clubs, and any individual student body member that wants to participate every Spring Semester. We anticipate a fun filled event this semester. The theme is "A Journey To...."

Wednesday, April 2nd Associated Women Students will be hosting a Memorial Blood Drive in the Nordic Lounge from 9 a.m. to 3 p.m. at LAC; this is also a chance for students to accumulate service hours that are recorded on their LBCC official transcripts.

ASB Cabinet is discussing a proposal that I wrote with the help of Cindy Hanks requesting assistance with purchasing the equipment for televising the Board of Trustees meetings. The proposal asked for \$12,000 and I am still awaiting their reply.

ASB Cabinet is also in the process of choosing students to participate in a march on the capitol on March 17 or 18 to express opinions on the fiscal year budget cuts for LBCC students Programs and Services. We are still in the planning process so that the experience will be effective to the legislators and beneficial to the students who chose to participate.

PUBLIC COMMENTS ON AGENDA ITEMS

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

The following items were part of the Consent Agenda

Member McNinch stated that she had to pull Item 5.1 and abstain from the vote on that item as one of the members of the part-time faculty to be approved was a tenant of hers and she did not feel she could vote on that item.

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HUMAN RESOURCES (Academic)

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

Appointments

Hourly Instructors – Spring	672
Hourly Counselors - Spring	26
Hourly Librarians – Spring	10
Hourly Readers – Spring	9
Hourly Costume Design Coordinator – Spring	1
Hourly International Coordinator – Spring	1
Hourly Scholarship Coordinator – Spring	1
Hourly Advisor DSPS – Spring	1
Hourly Evening Administrator – Spring	3
Hourly Substitute Instructors	6
Stipends	19

In-Service Changes

Department Head Elections	3
Change of Title – Effective 7/1/02	4

Separation From Employment

Retirement	1
Deceased	1

HUMAN RESOURCES (Classified)

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

APPOINTMENTS

Probationary	5
Permanent	1
Return to Previous Class	1
Temporary	85
Exempt From the Merit System	459

INSERVICE CHANGES

Leave of Absence Without Pay	2
Mileage	1

SEPARATION FROM THE DISTRICT

Resignation	2
Retirement	1

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Resolution, Board Member Absence Compensation

Adopt Resolution No. 021803B, authorizing compensation to Board Member Dianne Theil McNinch for the Board of Trustees' meeting of January 14, 2003, from which she was absent.

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 74222, 74235, 74951, 75111, 75499, 75531, 75594, 75602, 75615, 75775, 75904, 75906, 75908, 75914, 75919, 75921, 75925, 75929, 75931, 75978, 76027, 76079, 76081, 76083, 76184, 76251, 76253, 76260, 76267, 76269, 76274, 76276, 76433, 76437, and 76439 for the General Fund, in the amount of \$710,166 as listed.

From:	Academic Salaries	\$ 5,040
	Classified Salaries	39,575
Books and Other Supplies	67,568	
Other Operating Expenses	68,017	
Capital Outlay	45,424	
Appropriation for Contingencies	<u>485,042</u>	<u>\$ 710,666</u>
To:	Academic Salaries	\$ 40,971
Classified Salaries	344,791	
Staff Benefits	51,239	
Books and Other Supplies	75,994	
Other Operating Expenses	75,643	
Capital Outlay	54,170	
Appropriation for Contingencies	<u>67,858</u>	<u>\$ 710,666</u>

Salary Warrants

Ratify issuance of salary warrants listed on Register No. 4086 through Register No. 4097 for the period of December 2, 2002, through January 24, 2003, in the amount of \$9,253,232.83 as listed.

Register No. 4086 Issue Date 12/10/02	Warrant Nos. 0702860 – 0703238	\$ 902,847.75
Register No. 4087 Issue Date 12/10/02	Warrant Nos. 0703239 – 0703317	\$ 199,665.06
Register No. 4088 Issue Date 12/10/02	Warrant Nos. 0703318 – 0704094	\$ 539,108.21

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Register No. 4089 Issue Date 12/16/02	Warrant Nos. 0704095 – 0704145	\$ 80,382.02
Register No. 4090 Issue Date 12/16/02	Warrant Nos. 0704146 – 0704193	\$ 254,141.00
Register No. 4091 Issue Date 12/31/02	Warrant Nos. 0704194 – 0704355	\$ 4,626,785.72
Register No. 4092 Issue Date 01/10/03	Warrant Nos. 0704356 – 0704728	\$ 879,839.31
Register No. 4093 Issue Date 01/10/03	Warrant Nos. 0704729 – 0704778	\$ 159,218.92
Register No. 4094 Issue Date 01/10/03	Warrant Nos. 0704779 – 0705525	\$ 407,177.45
Register No. 4095 Issue Date 01/16/03	Warrant Nos. 0705526 – 0705568	\$ 93,641.13
Register No. 4096 Issue Date 01/16/03	Warrant Nos. 0705569 - 0705673	\$ 859,780.26
Register No. 4097 Issue Date 01/16/03	Warrant Nos. 0705674 – 0705720	\$ 250,646.00
	Total Salary Warrants Issued	\$ 9,253,232.83

Commercial Warrants

Ratify issuance of commercial warrants for the period December 2, 2002, through January 24, 2003, in the amount of \$10,515,269.51 as listed.

Period Ending December 6, 2002

General Fund	\$ 628,218.09	
Student Financial Aid Fund	1,449.00	
Child Development Fund	9,480.51	
Payroll Clearing Fund	205,341.81	
Capital Project Fund	<u>484,822.72</u>	\$ 1,329,312.13

Period Ending December 13, 2002

General Fund	\$ 292,810.95	
Student Financial Aid Fund	262,081.99	
Child Development Fund	3,679.29	
Payroll Clearing Fund	107,215.99	
Capital Project Fund	<u>19,486.00</u>	\$ 685,274.22

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Period Ending December 20, 2002		
General Fund	\$ 321,333.40	
Student Financial Aid Fund	9,091.00	
Capital Project Fund	<u>232,002.35</u>	\$ 562,426.75
Period Ending December 27, 2002		
General Fund	\$ 111,787.06	
Student Financial Aid Fund	1,965,846.73	
Child Development Fund	6,677.47	
Payroll Clearing Fund	207,144.38	
Capital Project Fund	<u>56,893.51</u>	\$ 2,348,349.15
Period Ending January 3, 2003		
General Fund	\$ 77,380.32	
Student Financial Aid Fund	1,854,643.00	
Child Development Fund	<u>66.00</u>	\$ 1,932,089.32
Period Ending January 10, 2003		
General Fund	\$ 808,990.50	
Student Financial Aid Fund	1,495.00	
Child Development Fund	6,749.99	
Payroll Clearing Fund	4,572.04	
Capital Project Fund	<u>23,958.02</u>	\$ 845,765.55
Period Ending January 17, 2003		
General Fund	\$ 169,648.21	
Student Financial Aid Fund	375,876.00	
Payroll Clearing Fund	91,666.60	
Capital Project Fund	<u>92,474.44</u>	\$ 729,665.25
Period Ending January 24, 2003		
General Fund	\$ 916,888.69	
Student Financial Aid Fund	1,147,455.22	
Child Development Fund	47.99	
Payroll Clearing Fund	1,108.42	
Capital Project Fund	8,574.51	
Self Insurance Fund	<u>8,312.31</u>	\$ 2,082,387.14
	Eight Week Total	<u>\$ 10,515,269.51</u>

Included in the total expenditure of \$10,515,269.51 are the following payments greater than \$25,000, excluding employee benefits and utilities:

General Fund – Fund 01

1. \$230,074 to Alliance of Schools for Cooperative Insurance Programs, for property and liability coverage and for the third quarter installment of the District's contribution for Workers' Compensation insurance and trust account loss funding for fiscal year 2002-2003.

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2. \$133,350 to Ciber, Inc., for PeopleSoft professional services from November 4, 2002, through December 26, 2002.
3. \$124,628 to City of Long Beach, for Police and Fire Services training classes Fall 2002.
4. \$ 81,726 to First Union, for First Union VISA purchasing card for November 2002 and December 2002.
5. \$ 62,196 to College Enterprises, Inc., for duplicating charges through Pulse for October 2002 through November 2002.
6. \$ 55,925 to U.S. Department of Education, to reimburse the PELL Grant for year ending June 30, 2001.
7. \$ 41,893 to Multiwave/Mwave.com, for computer supplies for Computer and Office Technologies.

Capital Project Fund – Fund 15

8. \$533,130 to Honeywell, Inc., for installation and monitoring co-generation equipment.
9. \$140,809 to Mission Pools of Escondido, Inc., for partial payment for the repair and renovation of the pool, Liberal Arts Campus.
10. \$134,079 to City National Bank, assignee for Municipal Finance Corporation, for Honeywell mechanical retrofit and energy management project.
11. \$ 56,894 to 3D International, Inc., for the Long Beach Community College District Facilities Assessment.

PURCHASING

Contract Award

CN 99614.4 – With CyberSource Corporation, for electronic credit card processing via the internet for the period March 1, 2003, through December 31, 2005, in an amount not to exceed \$30,000.

Contract Amendment

CN 99611.4 – With Ciber, Inc., Amendment #7, for software implementation to extend termination date to December 31, 2003, for a total amount not to exceed \$960,000.

Change Order

CN99615.8. – With Malia Construction dba West Star Construction, Changes #1-3, for the upgrade of the lighting and ceiling systems, Building L, Liberal Arts Campus to increase contract amount from \$87,500 to \$90,919.45 for:

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Change 1. Remove remaining ceiling grid throughout the Library Add	\$ 854.86
Change 2. Add L2-PC link-to card PC to LCD software link Add	\$1,393.80
Change 3. Identify existing circuits to document system. Add	<u>\$1,170.79</u>
Total Additions:	\$3,419.45

Reimbursement

CN99629.1 – With the Chancellor’s Office, to fund a approved 50 percent match for the 2002/2003 Scheduled Maintenance projects listed below. All work must be completed and bills submitted to the state no later than May 15, 2006. Therefore, the District should target the 2004/2005 budget year to ensure available funding for our portion of the 50 percent match to execute these projects.

Replace 2000’ Domestic Water Line from Bldg. H to Bldg. A, LAC	\$ 52,275.00
Renovate HVAC, Bldg. N, LAC	75,156.50
Replace Electr. Secondary Panels & Upgrade Elect System, LAC	107,625.00
Replace Electr. Switchgear, Bldg. MM, PCC	50,811.00
Replace Flush Valves, LAC & PCC	81,426.00
Replace Electr. Distr. System, Bldg. R, LAC	138,375.00
Replace Electr. Distr. System, Bldg. M, East Wing, LAC	141,450.00
Replace Primary Feeders & Transformers, Bldg. P, LAC	36,900.00
Total Amount:	\$ 684,018.50

Purchase Order Approvals/Ratifications

Authorize the issuance of purchase orders for the period December 2, 2002, through January 24, 2003, in the amount of \$913,920.19 as listed.

45875	\$ 260.89
45898 – 45941	83,477.23
45943 – 45952	25,003.52
45954 – 46063	764,516.45
46065 – 46075	5,960.89
46077 – 46079	28,127.40
46081 – 46085	5,605.34
P18273 - P18278	<u>968.47</u>
Total amount	\$913,920.19

Included in the total amount of purchase orders of \$913,920.19 is the following item greater than \$25,000:

General Fund - Fund 01

PO 45958	District copier maintenance agreement	
	Purchasing	
	Account No. 566100-01-677100-0000	\$35,514.44

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:

Materials Fees

That the Board of Trustees approve materials fees for the specific courses offered in the following departments to cover the cost of materials. The fees will be paid at the time of registration.

BUSINESS & SOCIAL SCIENCES, SCHOOL OF

CBIS 246, Oracle DBA Fundamentals (2.5) \$5.00

CAOTC 215C, Lotus Notes (2.0) \$5.00

CAOTO 222, Job Search Skills (3.0) \$4.00

Authorize the Vice President, Administrative Services, to enter into and execute the following agreements:

Agreements

CN 92699.1 - Ratify - Amend - With Society of European Stage Authors and Composers (SESAC), Inc., to comply with copyright laws for on-campus productions, effective January 1, 2003, through December 31, 2003, for the amount of \$430.80.

CN 92946.1 - Ratify - Amend - With J. M. Associates, to perform first collection efforts on past due and defaulted Federal Perkins Loans, to extend the termination date from December 31, 2002, to December 31, 2003. The contractor will charge a commission fee equal to 30% of all amounts collected.

CN 93066.3 - Ratify - Amend - With the City of Hawthorne, South Bay Workforce Investment Board, to provide GAIN Work Experience and Community Service for GAIN students, to extend the termination date from June 30, 2002, to June 30, 2004, at no cost to the District.

CN 93067.2 - Ratify - Amend - With the California Narcotic Officers Association (CNOA) to extend the termination date from December 31, 2002, to June 30, 2003, and increase contract amount by \$20,000 for a total contract amount of \$110,000, effective January 1, 2003.

CN 93089.4 - Ratify - Amend - With Walter Norwood, to hear appeals of employee discipline and make recommendations to the Personnel Commission on an as-needed basis, effective January 1, 2003, to revise the per diem amount from \$1,000 to \$900.

CN 93095.7 - Amend - With Holland & Knight, LLP, to provide legal services regarding environmental and bond issuance specifications on an as-needed basis, to increase contract amount by \$3,000, for a total contract amount of \$10,000.

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CN 93095.8 - Ratify - Amend - With Fulbright and Jaworski, LLP, to provide legal services regarding finance and tax issues, to increase contract amount by \$3,000, for a total contract amount of \$8,000.

CN 93096.8 - Amend - With Alvarado, Smith & Sanchez, to provide legal services regarding real estate transactions and facilities matters on an as-needed basis, to increase contract amount by \$20,000, for a total contract amount of \$30,000.

CN 93098.4 - With the United States Department of Interior, U. S. Geological Survey and the Water Replenishment District, for the District to provide access for a ground water monitoring well on the Pacific Coast Campus, to revise effective dates from February 19, 2003, through February 18, 2013, to January 22, 2003, through January 21, 2013, at no cost to either party.

CN 93098.5 - With Total Compensation Systems, Inc., to provide an actuarial study of the District's retiree benefit program and to assist the District in complying with applicable Government Accounting Standards Board (GASB 12) accounting standards and California Community Colleges Accounting Advisory 96-02, effective March 1, 2003, through June 30, 2003, for a fee not to exceed \$7,600.

CN 93098.6 - Ratify - With Long Beach Comprehensive Health Center, to provide a clinical practice site for School of Health and Science, to extend the termination date from January 31, 2003, to January 31, 2005, at no cost to the District.

CN 93098.7 - Ratify - with Broadcast Music, Inc., to comply with copyright laws regarding the on-campus radio station and musical licenses, effective July 1, 2002, through June 30, 2007, for a fee of \$.238 per full-time student for the 2002-03 fiscal year, \$.247 per full-time student for the 2003-04 fiscal year; \$.266 per full-time student for the 2004-05. The fees for the 2005-06 and 2006-07 fiscal years will be in accordance with Consumer Price Index adjustments.

CN 93098.8 - Ratify - With Shoreline HealthCare Center, to provide a clinical practice site for dietetic students, effective February 1, 2003, through January 31, 2008, at no cost to the District.

CN 93098.9 - Ratify With Blue Cross of California, to provide funding for the District to purchase educational supplies to increase outreach efforts in the area of women's health by the Student Health Services Department, effective January 23, 2003, through December 31, 2003. Amount of funding is \$500.

CN 93099.1 - With Whittier College, to provide facilities, lodging, and food for the Upward Bound Summer Session, effective July 13, 2003, through August 2, 2003, for the amount of \$48,284, paid with Upward Bound funds.

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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>
Murphy Photo	LAC	Photo Shoot	Stadium	12/12/02
ARESU Gold-Ring Studios	LAC	Coors Commercial	Stadium	12/18 - 19/02
Cars-Net	LAC	Used Car Sales	Lot J	12/23/02 - 1/6/03
ERP Marketing	LAC	Used Car Sales	Lot J	1/7 - 12/03
LBCC Progressive Politics	PCC	Celebration	Dyer Hall	1/20/03
Auto Select Group	LAC	Used Car Sales	Stadium	1/13 - 27/03
On the Fly Entertainment	LAC	Video Production	Liberal Arts Campus exterior	1/22 - 23/03

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>
LBCC Film	LAC	Film Screening	C101	12/20/02
LBCC Music Dept.	LAC	Twirling Practice	Small Gym	12/26 - 27/02
California Quakes Football	LAC	Tryouts	Stadium	1/11 & 15/03
CalWORKs	PCC	Info Meeting	FF101	1/16/03
LBCC Foundation	LAC	Governor's	H103	1/16/03
Breakfast L .B. Area Peace Network	LAC	Parking	Stadium	1/17 - 18/03
City of Long Beach	PCC	MLK Jr. Parade Float Staging	Lot 2	1/18/03
Senior Studies	PCC	Guest Speaker	Dyer Hall	1/24/03
EOP&S	PCC	Orientation	Dyer Hall	1/25/03

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EOP&S	PCC	Orientation	Dyer Hall	2/1/03
LBCC Aztlan	LAC	Practice	Large Gym	2/3 - 3/12/03

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>
Mr. Kleenz Entertainment	LAC	Custom Car Show	Stadium	3/2/03
ACT Testing	LAC	MPRE Bar Exam	D101, 102, 112 119, 137	3/8/03
California Quakes Football	LAC	Football Games	Stadium	3/15,29,4/12, 5/3/03
D. Thomas Productions	LAC	Gospel Concert	Stadium	5/10/03
Calif. Trucking Assoc.	LAC	Truck Road-eo	Stadium	6/7/03
SWANA	LAC	Truck Road-eo	Stadium	6/12-14/03

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>
LBCC Student Health	LAC	Seminar	Nordic Lounge	2/25/03
Andrea's Tours	LAC	Parking	Stadium	2/26, 4/2-3, 4/4/03
Moore League	LAC	Discus Throw	Golf Mall	3/26-4/30/03
LBCC Matriculation	LAC	Orientation	D112, 113, 114, and 115	Saturdays 3/1, 4/5,5/17,8/3/03
LBCC Assessment	LAC	Testing	Cafeteria, Nordic Lounge	Saturdays 3/1,8 4/5, 12, 5/10/03
Student Health Services	PCC	Health Fair	Student Center	3/3/03

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<u>Organization</u>	<u>Campus</u>	<u>Event</u>	<u>Facilities</u>	<u>Date</u>
LBCC Matriculation	LAC	Orientation	FF104, 107, 101	Saturdays 3/22 & 29/03
LBCC Tennis	LAC	Tournament	Tennis Courts	4/10, 11, 12/03

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

Donation

Accept the donation from James Hall, 408 Strasburg Drive, #B-10, Fort Collins, Colorado, 80525, of one complete 15 meter glider wing assembly and one set of hydro-forming rib dies (tooling for ailerons and flaps) for use in the Aviation Maintenance Program, and request that a letter of appreciation be sent.

Institutional Memberships

CSULB Economic Forecast Project (Paid by Economic Development)	\$ 2,500
Community College Leadership Development Initiative Foundation (Paid by Administrative Services)	\$ 1,000

It was moved by Member Clark, seconded by Member Polsky, that the items on the Consent Agenda, with the exception of 5.1 be approved and authorized.

The motion carried, all voting aye.

It was moved by Member Clark, seconded by Member Kellogg, that Item 5.1, Academic Personnel be approved and authorized.

The motion carried, with Members Clark, Kellogg, Polsky and Uranga voting aye, and Member McNinch abstaining.

HUMAN RESOURCES

Resolution, Reduction of Classified Services, 2002-2003

It was moved by Member Clark, seconded by Member Kellogg, that the Board of Trustees adopt Resolution No. 021803C to enact the layoff of classified employees due to a lack of funds. The effective date(s) vary according to the details of said Resolution.

The motion carried, all voting aye.

Ratification of District/AFT-LBCCE Tentative Agreement

It was moved by Member McNinch, seconded by Member Polsky, that the Board of Trustees ratify the Tentative Agreement reached during negotiations between the District and LBCCE/AFT-LBCCE. The Association membership through its operational procedures, has ratified this Agreement on February 12, 2003.

Member Clark: I just want to say how pleased I am to approve this. This is certainly a pleasure.

Member Kellogg: I also want to say that if negotiations always go this smoothly, and I'm sure they won't – they historically don't – but from someone who has observed different aspects of negotiations and noted that this one has gone very well. My compliments to the group and also to that individual who I don't see here. It was very professionally done and I hope it is to the satisfaction of all parties. I think it was all just a vicious rumor before I showed up saying how cantankerous labor negotiations could be. So far, and knock on wood, I hope it continues, they were good for everyone at the college and all the parties involved and my compliments to everyone involved in these negotiations.

President Uranga: I want to echo those sentiments. We have some great people here on this campus and it hurts when we are contentious and we celebrate when we have our victories and I would like to recognize the representatives who are here and the management staff who worked together and developed a good rapport. Excellent.

The motion carried, all voting aye.

Receipt of CCA Initial Proposal

It was moved by Member Clark, seconded by Member Kellogg, that the Board of Trustees receive for the fiscal year 2002-2003, the Initial Proposal for a salary increase from the Community College Association--Long Beach City College (CCA/CTA) and the District in accordance with applicable state laws and regulations. This proposal, pertaining to Article XII (Salary), is in addition to the CCA proposals on Article XX (Faculty Evaluation), Article XI (Hours of Employment) and Article VII (Fringe Benefits) previously "sunshined" and currently being negotiated between the District and CCA for fiscal year 2002-2003.

Public comment on the Initial Proposal will be received at the February 18, 2003 Board meeting. (There were no Public Comments.)

The CCA salary schedule proposal is as follows:

A) The modification of Appendix C Salary Schedule step-and-column scale to be condensed from thirty steps to twenty with the current step thirty salary becoming the step twenty salary. No current faculty member's salary shall be decreased by this adjustment; and

B) A 6.175% salary increase, inclusive of COLA, for the above-stated fiscal year.

Executive Vice President Collins: Board President Uranga, I need to take a minute to clarify what this is. We had received a previous proposal from the CCA organization. The district and CCA have been engaged in negotiations on two articles of the current contract, that is the evaluation and the work load issue. The district has also been given a proposal that is being discussed at this time in terms of the health and welfare benefits. At the time of the sunshining of the other provisions, the salary proposal from the

Association had not been prepared nor had it been sunshined. Legally there is an obligation to sunshine a new proposal. So, therefore, while the negotiations have continued on the other processes, this proposal is sunshined and the Board's acceptance of it just allows us to move into that negotiations arena; so in addition to the other three topics we have in negotiations, we will now be commencing negotiations officially on this proposal.

The motion carried, all voting aye.

ACADEMIC SENATE (Title 5, Section 53203)

New Course Recommendations

It was moved by Member McNinch, seconded by Member Polsky that the Board approve the twelve new courses for Fall 2003.

BUSINESS & SOCIAL SCIENCES, SCHOOL OF

CBIS 246, Oracle DBA Fundamentals (2.5)

CAOTC 215C, Lotus Notes (2.0)

CAOTO 272AD, Work Experience – Computer & Office Tech (3.0)

FIRE 245, Marine Safety Academy (2.0)

HS 48, Group and Family Process (3.0)

HS 73AD, Work Experience – Human Services (4.0)

HS 251, HIV: Cultural Competence in Treatment (3.0)

HS 252, Dual Diagnosis: Assessment & Treatment (3.0)

HS 253, Activity/Recreation Leadership Training (3.0)

CREATIVE ARTS & APPLIED SCIENCES, SCHOOL OF

CDECE 201, Literacy in Early Childhood (3.0)

LEARNING RESOURCES, TEACHING & TECHNOLOGIES

CPAS 805, Preparation for Distance Learning (0.5)

LEARN 11M1, College Test Taking (0.5)

The motion carried, all voting aye.

Revisions to Administrative Regulations on Textbook Adoptions, No. 4013

Vice President Callahan: The Administrative Regulations on Textbook Adoptions, No. 4013, have been revised and expanded to provide clarity of language and reflect current practice and legal requirements. This policy was developed by the Curriculum Committee and the Office of the Vice President of Academic Affairs. These regulations have been reviewed by the President's Advisory Council. These Administrative Regulations are presented to the Board for information only.

Superintendent-President's Report

Superintendent-President Kehoe: I'll make my report short because I'm sure I'll have comments under the Budget Workshop.

The trips to Sacramento and Washington to which the Board members went and I accompanied them along with our Student Trustee, I think were very beneficial in terms of raising the awareness of our elected officials. I don't have a great deal of optimism about any increase in the budget that we might have elicited, but it did raise awareness and I do want to share with you that I was honored to be asked to represent the American Association of Community Colleges to Senator Boxer who was, at the time, casting a vote in the Senate. I got a little sense of the security issues and the great attention in Washington right now in traveling with her staff underground to the Senate. I know that our elected officials are under a great deal of stress but I would encourage everyone on the Board and in the audience to communicate with all of our elected officials, both at the national and state level, our concerns. I will say that as we made our visits in Washington we emphasized primarily the reauthorization of the Workforce Investment Act, as well as opposing redistribution of VATEA funds and asking that they remain strong for the community colleges given the dependence of our students on those funds. That, among other things, were emphasized, but we wanted to make that point very very clear given our large emphasis on workforce development at this institution. I see Lynne Miller in the audience and I wanted to say that on her behalf because she works very hard to keep us informed of the status of the national funding. Thank you, Lynne.

That's my report.

Member McNinch: I would just like to say that it was a pleasure, as always, to be in Washington, DC with this Board: Former Mayor Trustee Tom Clark, Student Trustee Daya Washington, Dr. Kehoe, Karen Kane, Roberto Uranga and myself. Everyone of our delegation was well spoken. We each limited ourselves to comments on a specific issue so we didn't bore our elected officials to death and Dr. Kehoe was particularly eloquent in mentioning that we are trainers of our first responders and that certainly got the ears of our elected officials and their staff, because if our training funds are cut and indeed we do have the unfortunate circumstance of them training for a war, who the heck is going to train them, and that was an excellent point that was well received.

President Uranga: I would also like to commend Dr. Kehoe on her participation with the visit to Senator Boxer. There were a number of other just as qualified CEOs at the conference and they chose Dr. Kehoe to be there and that was certainly a reflection of your abilities.

Superintendent-President Kehoe: Thank you.

ACADEMIC AFFAIRS

See Consent Agenda.

STUDENT SUPPORT, PLANNING AND RESEARCH

No Report.

(Member Kellogg left the meeting at 6:20 p.m.)

ADMINISTRATIVE SERVICES

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

Partnership for Excellence Survey of Local Investments

It was moved by Member Clark, seconded by Member Polsky, that the Board of Trustees approve the Partnership for Excellence Survey of Local Investments Report for FY 2002-2003.

The motion carried, all voting aye.

Budget Update

At the request of the Board, Mr. Eloy Oakley, Vice President, Administrative Services presented a mid-year budget report (see report attached to these minutes).

2002-2003 Second Quarterly Report

It was moved by Member McNinch, seconded by Member Clark, that the Board of Trustees approve the 2002-2003 Second Quarterly Financial Report, CCFS-311Q of the Long Beach Community College District and authorize transmittal of the report to the Chancellor's Office, California Community Colleges.

The motion carried, all voting aye.

Report from the Two-College District Committee

Dr. Merry: Originally this report was to have been given this past fall and it was moved to today and I just want to remind everyone that the original study began in 2000-2001 and during 2001-2002 we went into a hiatus during the accreditation report and so the study was resumed this year. We have had several meetings and this is a result of the meetings. (See report attached to these minutes.)

Dr. Pauline Merry, Provost, Pacific Coast Campus; and Ms. Janice Tomson, President of Academic Senate, then gave the following PowerPoint presentation to the Board:

Exploring a Two-College District (A Board of Trustees' Goal)

Task Force Report to the Board of Trustees

18 February 2003

List of Members:

Ruth Abair	Eileen Brown	Anita Gibbins
Phyllis Arias	Jeri Carter	Farley Herzek
Sofia Beas	Cathy Crane-McCoy	
Bonnie Brinkman	Baruch Elimelech	

Steps in the Study

Step One

Assess eligibility for accreditation as a new college

Step Two

Conduct a cost/benefit analysis of implementing a District/College structure in various alternative forms

Step Three

Assess other conditions of becoming two colleges

Step Four

Decide whether it is desirable to proceed

- In order to be eligible, each campus has to meet all twenty Accreditation criteria.
- Currently LAC and PCC meet some, but not all Accreditation criteria
- If in the future the Board decides to proceed with a two-college district, criteria not met would have to be reviewed.
- For examples, look on page 3, criteria #12 and on page 4, criteria #15.
- The task force also reviewed the Mission Statement of the College.
- Having brought you up-to-date, what is the Board's pleasure? To continue or not to continue?

President Uranga: Well while the district meets that criteria, the individual campuses might not necessarily meet that criteria. So, therefore, we have to look at it in terms of the feasibility of a two-college district. We would have to put programs in place at both campuses in order for them to function independently in and of themselves to meet this criteria. But as a district we are. Just not individually. I need to make that clear, because I think there is some discussion that is taking place that the theory is that LAC meets it, but PCC doesn't; but that's not necessarily true, because as a district we meet it, but not one campus has all of the criteria more so than another. They complement each other.

Janice Tomson: That's correct.

Student Trustee Washington: I just have a question. If we went into a two-college district would we need more faculty?

Janice Tomson: Currently that's what we're doing. In Step 2 we're looking at feasibility and so the committee is looking at models and what would be needed at the district level, what's needed at an LAC college and what would be needed at a PCC college. So, unfortunately, we can't answer your question yet, because we're working on it.

Student Trustee Washington: So you're talking in relation to the budget?

Dr. Merry: Well, not necessarily. That is sort of like the fourth step. What we will do is have the numbers laid out so people can look at them.

President Uranga: In looking at that, there are two sides to this discussion in terms of a budget. We're not only looking at that it's going to cost more, but we also have to look at with respect to what are we going to gain as far as revenue from FTES, for example; from state allocation. So I mean it's not necessarily just an expenditure, but it's also a benefit and if we are successful in equalization, that will be even more beneficial to having a two-college district. So our efforts in equalization have to continue, but at the same time, when we discuss faculty, administration, librarians, staff, all across the board, we're also looking at the fact that each campus will be able to offset those costs with allocations from the state as well as other revenue that would be received from the natural enrollment from both colleges. And that's where we are.

Janice Tomson: That's where we are, exactly.

President Uranga: From my perspective, I think we should obviously continue the study and get the facts and figures about what an impact this would make on the district and the benefits, and there are going to be some downsides, of course and I think in order to get a balanced picture as to what is occurring here, we need to continue the study.

Member Clark: Yes, I think we will have to have more information to really make a decision as to whether we're interested or not. I would say maybe after step 2, the economic impact.

Dr. Merry: What we say in the planning process is that we plan anyway, so this is irregardless of the fiscal situation and that would be a comparable statement to apply to this. So we still need to go ahead and investigate this further.

President Uranga, when did you want the next report?

President Uranga: I know that right now our budget situation is the priority. I don't want to unnecessarily burden staff.

Vice President Oakley: And certainly from my end, once the committee has put together all the information to be costed out, I would say once we receive that information, we probably need three to four weeks.

President Uranga: Let's say October. Would that be o.k.?

Superintendent-President Kehoe: I just want to step in here to protect the staff. We are understaffed in the fiscal area and it's going to take a great deal of information from them. Would it be all right with the Board if we just said some time during the fall and let us look at what we have to deal with and then set a date when we know that it's possible to bring you that information?

President Uranga: Tentatively October.

Superintendent-President Kehoe: We'll put a big "T" for tentatively.

President Uranga: That's fine.

ECONOMIC AND RESOURCE DEVELOPMENT

Update on Economic Development

Vice President Bynum: Thank you, President Uranga. This is not an update. It's just a notification to the Board to bring to your attention that last week was Career Education Week and I just wanted to acknowledge and commend the faculty and staff who attended the programs that we had here at Long Beach City College. We have some wonderful programs and I think the college has one of the most comprehensive programs in that area.

Thank you.

ACADEMIC SENATE

Janice Tomson: I would like to take moment and tell you about Julie Zeller Simpson. She's a faculty member who passed away suddenly on January 23, this past month. Julie was in the English Department and taught reading. For Julie it was not a job, but a calling. She was a Senator, a member of Faculty Professional Development, and chaired the Faculty Resource Center Advisory Committee.

Most of all, Julie loved to teach and was loved by her students. The day she passed away, I walked by her classroom on my way to a meeting. I looked in and there was Julie instructing the students. I remember thinking, "There is Julie, boy she has a lot of students in that class, and they look like they are really listening to her." I did not know at the time, but this was the last time I would ever see her. What a great memory to have stored away.

Julie was a faculty member committed to active participation at Long Beach City College and to teaching students to read. When asked, I know Julie would always give an honest, concise, and insightful answer to college-wide issues.

Julie's students loved her. They stuck with her to overcome the obstacles of learning to read. She supported her students, was compassionate, and at the same time challenged them to learn. After all she was giving them the greatest gift possible, the gift of reading.

As an educator, one of the saddest aspects of Julie's passing is that students in years to come, will not have the opportunity to learn from her...on the other hand what is most wonderful for us at LBCC is knowing all the students that did attend Julie's classes, were touched by her, inspired by her and have learned to read with her.

I'd like to request that you adjourn the Board meeting tonight in honor of Julie Zeller Simpson.

President Uranga: I agree.

TRUSTEES COMMUNICATIONS

Superintendent-President Kehoe: Could I communicate to the trustees at this point. You mentioned that you felt we needed a write-in campaign on the budget issues. We are putting together a packet that will be available to all faculty, staff and students, as far as sample letters, who to write to, what the addresses. We'll also post that in places like EOPS, DSPS, the Library, so that we get the word to people so that they can write and e-mail.

President Uranga: I just want to mention that in concurrence with Dr. Kehoe's observations about our visits to Sacramento and Washington that it was receptive, although it wasn't very positive, but we were well received and I want to thank Janice Tomson and Cathy Crane-McCoy for joining us in Sacramento. We were the only college that had faculty, staff and a student represented and I want to commend Janice and Cathy for joining us up there. I think that it speaks well of our college that we are together in this and we need to work together to get out of this and, hopefully, we can continue that effort and I hope that you'll be able to join us again at one of our next conferences.

NEW BUSINESS

There was no New Business.

FUTURE REPORTS

March 21, 2003: Board Retreat – Boeing Pacific Center

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. 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 in memory of Julie Zeller-Simpson at 7:05 p.m. and a moment of silence was observed. The next regular meeting of the Board of Trustees will be held on March 4, 2003. The first order of business will be adjournment to a closed session, as needed. The Board will reconvene in open session at 5:00 p.m. in Building I, Liberal Arts Campus.

Assistant Secretary

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

**Minutes of Meeting of
February 18, 2003**

Eligibility Study Worksheet

Facilitating the response to the 2000-2001 Board of Trustees Goal #8: Study the feasibility of a two-college district.

CRITERIA	LBCCD	LAC	PCC	DOES EACH CAMPUS MEET THE CRITERIA AS AN INDEPENDENT COLLEGE?
AUTHORITY				
<p>1. The institution is authorized to operate as an educational institution and to award degrees by an appropriate governmental organization or agency as required by each of the jurisdictions or regions in which it operates.</p> <p>In California, 94310.3A (or subsequent statute) approval by the California council for Private Postsecondary and Vocational Education is required for private institutions. The institution shall submit a copy of its articles of incorporation.</p>	Yes	No	No	If at some point in the future the Board decides to proceed with a two-college district, Title V minimum conditions for a CCC will need to be reviewed.

CRITERIA	LBCCD	LAC	PCC	DOES EACH CAMPUS MEET THE CRITERIA AS AN INDEPENDENT COLLEGE?
MISSION				
2. The institution's educational mission is clearly defined, adopted, and published by its governing board consistent with its legal authorization and is appropriate to a degree-granting institution of higher education and the constituency it seeks to serve.	Yes	Yes	Yes	
GOVERNING BOARD				
3. The institution has a functioning governing board responsible for the quality and integrity of the institution and for ensuring that the institution's mission is being carried out. Its membership is sufficient in size and composition to fulfill all board responsibilities. The governing board is an independent policy-making body, capable of reflecting constituent and public interest in board activities and decisions. A majority of the board members have no employment, family, or personal financial interest in the institution.	Yes	Yes	Yes	
CHIEF EXECUTIVE OFFICER				
4. The institution has a chief executive officer who is appointed by the governing board and whose primary responsibility is to the institution.	Yes	No	No	If at some point in the future the Board decides to proceed with a two-college district, two-college presidents would need to be hired.

CRITERIA	LBCCD	LAC	PCC	DOES EACH CAMPUS MEET THE CRITERIA AS AN INDEPENDENT COLLEGE?
ADMINISTRATIVE CAPACITY				
5. The institution has sufficient staff with appropriate preparation and experience to provide the administrative services necessary to support its mission and purpose.	Yes	No	No	If at some point in the future the Board decides to proceed with a two-college district, administrative and support staff would have to be hired.
OPERATIONAL STATUS				
6. The institution is operational with students actively pursuing its degree programs.	Yes	Yes	Yes	
DEGREES				
7. A substantial portion of the institution's educational offerings are programs that lead to degrees, and a significant proportion of its students are enrolled in them.	Yes	Yes	Yes /No	The task force could not determine whether a significant portion of students were enrolled in programs that lead to degrees because the word significant requires a clearer definition. According to data supplied by Dr. Trapp, 92% of students at LAC and 53 % of students at PCC were enrolled in programs that lead to degrees, Fall 2001.
EDUCATIONAL PROGRAMS				
8. The institution's principal degree programs are congruent with its mission, are based on recognized higher education field(s) of study, are of sufficient content and length, and are conducted at levels of quality and rigor appropriate to the degrees offered. At least one degree program must be of two academic years in length.	Yes	Yes	Yes	
ACADEMIC CREDIT				
9. The institution awards academic credits based on generally accepted practices in degree-	Yes	Yes	Yes	

CRITERIA	LBCCD	LAC	PCC	DOES EACH CAMPUS MEET THE CRITERIA AS AN INDEPENDENT COLLEGE?
granting institutions of higher education. Public institutions governed by statutory or system regulatory requirements should provide appropriate information regarding the award of academic credit.				
EDUCATIONAL OBJECTIVES				
10.The institution defines and publishes for each program the program's educational objectives for students.	Yes	Yes	Yes	
GENERAL EDUCATION				
11.The institution defines and incorporates into all of its degree programs a substantial component of general education designed to ensure breadth of knowledge and promote intellectual inquiry. The general education component should include demonstrated competence in writing and computational skills and an introduction to some of the major areas of knowledge. Degree credit for general education programs should be consistent with levels of quality and rigor appropriate to higher education.	Yes	Yes	Yes	If at some point in the future the Board decides to proceed with a two-college district, PCC will need a science lab for transfer courses.
FACULTY				
12.The institution has a substantial core of qualified faculty with full-time responsibility to the institution and sufficient in size and experience to support all of the institution's educational programs. A clear statement of	Yes	No	No	The Fall 2002 telephone directory indicated there are approximately 274 full-time faculty at LAC and 83 at PCC, which is roughly the proportion of students and courses at each campus. There are programs that primarily exist at each campus; not all programs are on

CRITERIA	LBCCD	LAC	PCC	DOES EACH CAMPUS MEET THE CRITERIA AS AN INDEPENDENT COLLEGE?
faculty responsibilities must exist.				each campus. Faculty and programs could be redistributed. Because of these and other variables, if at some point in the future the Board decides to proceed with a two-college district, the assignment of faculty and program offerings to each college will need to be reviewed.
STUDENT SERVICES				
13.The institution provides for all of its students appropriate student services and development programs consistent with student characteristics and its institutional mission.	Yes	No	No	LAC does not have: transcript services, ESL testing and assistance, Men's and Women's Resource Center, Senior Center. PCC does not have athletics, assessment centers, performing arts, speech and hearing services, DSPP high tech center. If at some point in the future the Board decides to proceed with a two-college district, these and other student services and developmental programs would have to be reviewed.
ADMISSIONS				
14.The institution has adopted and adheres to admission policies consistent with its mission that specify the qualifications of students appropriate for its programs.	Yes	Yes	Yes	
INFORMATION AND LEARNING RESOURCES				
15.The institution owns or otherwise provides specific long-term access to sufficient information and learning resources and services to support its mission and all of its educational programs.	No	No	No	Learning resources and services, such as math and biology labs, tutoring, supplemental instruction, etc. are not equally distributed. At PCC some services are minimally offered and others do not exist. At LAC Adult Basic Education does not exist. If at some point in the future the Boards decides to proceed with a two-college district,

CRITERIA	LBCCD	LAC	PCC	DOES EACH CAMPUS MEET THE CRITERIA AS AN INDEPENDENT COLLEGE?
				these information and learning resources programs will need to be reviewed. The nays in this criterion indicate the college does not have adequate librarians.
FINANCIAL RESOURCES				
16.The institution documents a funding base, financial resources, and plans for financial development adequate to support its mission and educational programs and to assure financial stability.	Yes	No	No	Not separate/independent at this time
FINANCIAL ACCOUNTABILITY				
17.The institution regularly undergoes and makes available an external financial audit by a certified public accountant or an audit by an appropriate public agency. The institution shall submit a copy of the current budget and a copy of the current audited financial statement prepared by an outside certified public accountant who has no other relationship to the institution. The audit must be certified and any exceptions explained. It is recommended that the auditor employ as a guide <u>Audits of Colleges and Universities</u> , published by the American Institute of Certified Public Accountants.	Yes	No	No	Audit done by District
INSTITUTIONAL PLANNING AND EVALUATION				
18.Long Beach City College has an established institutional planning and evaluation process	Yes	No	No	Not separate at this time.

CRITERIA	LBCCD	LAC	PCC	DOES EACH CAMPUS MEET THE CRITERIA AS AN INDEPENDENT COLLEGE?
<p>for the development of the college, including integrating plans for instruction, student development, facilities, technology, staff, and financial development, as well as procedures for program review and institutional improvement. The college systematically evaluates how well and in what ways the college is accomplishing its purpose, including assessment of student learning and documentation of institutional effectiveness.</p>				
PUBLIC INFORMATION				
<p>19.The institution publishes in its catalog or other appropriate places accurate and current information that describes its purposes and objectives, admission requirements and procedures, rules and regulations directly affecting students, programs and courses, degrees offered and the degree requirements, costs and refund policies, grievance procedures, academic credentials of faculty and administrators, and other items relative to attending the institution and withdrawing from it.</p>	Yes	No	No	If in the future the Board decides on a two-college district, each college would require its own catalog.
RELATIONS WITH THE ACCREDITING COMMISSION				
<p>20.The governing board provides assurance that the institution adheres to the eligibility requirements and accreditation standards and policies of the Commission, describes itself in</p>	Yes	Yes	Yes	

CRITERIA	LBCCD	LAC	PCC	DOES EACH CAMPUS MEET THE CRITERIA AS AN INDEPENDENT COLLEGE?
identical terms to all its accrediting agencies, communicates any changes in its accredited status, and agrees to disclose information required by the Commission to carry out its accrediting responsibilities.				

Mission Statement Worksheet

Long Beach City College is an institution of higher education within the California Community College system. As a comprehensive college, Long Beach City College provides quality, affordable educational programs and related student services to those who can benefit from the programs the college offers. Through a collegiate experience and with an open door admissions policy, the college fosters the development of individual potential and is responsive to the diverse educational needs of the community it serves.

PRIMARY PURPOSES	LBCCD	LA C	PC C	DOES EACH CAMPUS MEET THE CRITERIA AS AN INDEPENDENT COLLEGE?
1. To prepare students for transfer to baccalaureate-granting institutions	Yes	Yes	No	Currently there is only one program, ACE, at PCC
2. To prepare students for entry into work or career development	Yes	Yes	Yes	
3. To support business and industry in economic development	Yes	Yes	Yes	
4. To offer general education at the lower division level	Yes	Yes	Yes	
5. To offer vocational education at the lower division level.	Yes	Yes	Yes	
6. To provide transitional instruction and support services that promote student	Yes	Yes	Yes	Insufficient number of remedial courses at PCC

**Minutes, Meeting of the Board of Trustees
February 18, 2003**

success • Remedial education..... • English as a second language instruction • Adult noncredit courses • Student support services.....	Yes Yes Yes	Yes No Yes	Yes Yes Yes	There are high level ESL courses at LAC At PCC there are all levels of ESL Basic Adult Education is not offered at LAC
7. To promote college programs and services to educate citizens to enrich the quality of life in the community.	Yes	Yes	Yes	