

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

**Minutes of Meeting of
August 27, 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 August 27, 2002.

CALL TO ORDER

Vice President McNinch called the meeting to order at 4:00 p.m., the items to be discussed in closed session were announced, and the meeting was adjourned to closed session.

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

PLEDGE OF ALLEGIANCE

Lou Anne Bynum and Eloy Oakley led the Pledge of Allegiance.

ROLL CALL

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

Absent: President Uranga and Member Kellogg.

WELCOME AND INTRODUCTIONS

Vice President McNinch welcomed everyone to the meeting.

APPROVAL OF MINUTES

President Uranga: Is there a motion for approval of the minutes of July 9, 2002?

It was moved by Member Clark, seconded by Member Polsky, that the minutes of the meeting of July 9, 2002, be approved as distributed. The motion carried, all voting aye.

ORDERING OF THE AGENDA

There were no changes in the order of the agenda.

BUDGET UPDATE WORKSHOP:

Eloy Oakley, Vice President, Administrative Services gave the following PowerPoint presentation on the 2002-2003 Budget:

Member Clark: It may not be directly related to the budget, per se, but student financial aid - how are we dealing with the lack of that from the state as far as our students are concerned? I think that's a concern.

Vice President Oakley: It is a concern. It's an issue with community colleges across the state. The Cal States and the UCs are on a little bit different timeline than we are, so they have a little bit more cushion. Basically, most community colleges are not giving those payments out. Because we cannot legally do that unless we're guaranteed that we'll receive that money. So that's the position that most community colleges are taking.

Member Clark: And what's the situation with the student who needs that money, particularly for books?

Vice President Byrd: Yes. Community colleges are not as affected as universities, because universities typically utilize the Cal Grant to pay tuition. Our students, as you know, don't pay tuition. Our students pay enrollment fees. Those students who are eligible for Cal Grants are also eligible for the Board of Governors' Grant. In addition to that, most of those students overwhelmingly are also students who receive the Pell Grant. So the initial need to purchase books and to pay the enrollment fees which are paid by the Board of Governors' Grant is something that's taken care of. So our students don't have an immediate need because the Cal Grant is not disbursed immediately to them anyway. In all likelihood, we're going to miss the first disbursement of the Cal Grants to our students, but they are to begin, to get their supplies and to become enrolled without the Cal Grant.

Member Clark: Who knows when we are going to get the budget -- it will probably be after the election, but if you get into a situation, do we have any relief for these students?

Vice President Byrd: We have a number of things. We do have book loan programs that we offer. We also offer emergency loans for students who might have difficulty. Perhaps not every single student, but every single student will not be in the same financial situation.

Member McNinch: Thank you. I just want to say that this format that you presented to us is very readable, very understandable and very clear. And when I first came on this Board six years ago, this stuff made by eyes cross and my head hurt and this was very easy to understand.

I would like to point out one thing. Oftentimes there are confusions about what reserves are. The Board has required a 4.5% reserve. Now, there are people who will say, "Oh, you've got 10% in reserve, let's have chocolates and bon bons." However, most of the

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reserves are dedicated and they are in a holding pattern. It's just as if you were in an airplane coming over LAX, that reserve is going to land on the designated airstrip and at this point we've got \$1,812,744 reserved for classified salaries and benefits retroactive. We've got \$957,000+ for end of year vacation liability and academic load banking, and so forth. So, when you hear the word "reserve," please do not think that this is money that we can use in any way that we just willy nilly decide, because that is absolutely not true, and I just wanted to clear that up, because I was quite confused when I first came on this Board as to what reserves are and how they are spent.

Member Clark: On page two of the budget document, we're talking about the planned expenditures outgo exceeds the anticipated income by about \$9.5 million, and I haven't had a chance to go through this in detail. Where do we get the \$9.5 million to exceed what we are taking in as far as revenue?

Vice President Oakley: The short answer to that, Dr. Clark, is that we began last year with about a \$50 million ending balance and we've been spending that down.

Member Clark: This is out of reserves?

Vice President Oakley: Well, it's out of the ending balance. The reserve is based on the expenditures in Group A, so we keep that reserve; but we had a healthy ending balance that looking back into it when they entered into negotiations for salaries and things of that nature, it was taken into account; so we anticipated spending more money this year.

Member Clark: So we didn't spend all we had in the budget then.

Vice President Oakley: No.

Member Clark: O.K. So the budget's safe. Because we have on page 4, "General Fund Budget Guidelines - Current income will generally fund current expenditures. Deficit spending should be avoided." I have concerns about next year's budget. I think this year's may look better, but when we get past elections and trying to look good.....

Vice President Oakley: And you certainly are correct in having that concern, because it is an issue that's been talked about since I've been here with the Executive Committee. You never want to be in a deficit spending situation. We certainly couldn't sustain that over the long term. Sitting down with my Fiscal Director Duane Lowe, we've taken a look at the budget and we feel that there were a lot of one-time expenditures that occurred this year to catch up - the new salary schedule and things like that, but it goes back to our spending practices and that's something that we'll be taking a closer look at, trying to do what we can to ensure that we're spending wisely, spending prudently, and making sure that we're getting the best bang for our buck. Because you're right, next year's budget, particularly after the election, the Governor can always come back with his blue pen in January and make changes to our budget and that may very well happen.

Member Clark: Well realistically, you can't have a deficit budget, because you can always smile at local elected officials and all of those in the state who are required to

have a balanced budget, and we can say we had a balanced budget for x number of years. You've got to have a balanced budget, because you can't deficit.

Vice President Oakley: Well, we do have a balanced budget. I don't want to confuse anybody. We certainly have a balanced budget. We are in a deficit spending mode insofar as we're spending, at this point, more than we're taking in in revenue, but in the overall budget, we had a very substantial ending balance last year that we began utilizing.

REPORT OF BOARD OF TRUSTEES

2002-2003 Proposed Budget for the Long Beach Community College District

California Title 5, Section 58301 states that the governing board of each community college district shall hold a public hearing on the proposed budget for the ensuing fiscal year any day during or before the first week in September, but at least three days following availability of the proposed budget for public inspection. Further, that notification of dates and locations at which the proposed budget may be inspected by the public and the date, time, and location of the public hearing on the proposed budget shall be published in a newspaper of general circulation in the district.

Notification was published in the *Press-Telegram* on August 20, 2002, that the proposed budget of the Long Beach Community College District for 2002-2003 was available for public inspection in the Superintendent's Office and the Vice President, Administrative Services Office from August 23, 2002, through August 27, 2002, and the date and location of the public hearing was set for Tuesday, August 27, 2002, at 5:00 p.m. in Room 101, I Building, Liberal Arts Campus.

Are there any public comments with regard to the budget?

Cathy Crane-McCoy: Good evening. Superintendent-President Kehoe, Acting President McNinch, members of the Board, and administration, faculty and staff. First, I just want to welcome you all, let you know, and I know you know, that I'm currently the CCA President. So, I guess you'll be seeing a lot more of me. But, I just wanted to say welcome back to a new school year. Then, as my, I have so many hats this semester, as Department Chair of Theater, welcome to my hell.

But, in regards to the budget, I just wanted to thank you for continuing your support and making sure that you get your job done, unlike our Legislature, who seem to not understand deadlines and I find it very interesting that our own schools we cannot do business appropriately unless we make an adopted budget, yet our own State Legislature seem to think they can continue on without doing the same. So, thank you for doing that. And, for me, I just also want to thank you. I know you understand the fiscal responsibilities of your positions and we all talk about employment reserves and you know that's part of my role as the union president. I'm always trying to make you spend the money and for me just in looking at this tonight, even within the slides, I kind of scratched my head for a minute on the teeter totter slide, because I felt like I was looking at two different numbers and so if I'm wrong please tell me. But I was looking at on the one side was your increased revenue, which was on the left, correct? And then, on the right, it seemed to me just to be the overall expenditures, which is not increased

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expenditures, but just overall. So, to me, I felt like the teeter totter was a little askew, because if we're looking only at increased revenue versus increased expenditures then the teeter totter is talking about the same kind of dollars, as opposed to overall revenue and overall expenditures. But that's how I was reading the writing. So I would just question that. You don't have to answer me tonight. You can get back to me. But that's what it looked like to me?

Vice President Oakley: Essentially, and I think we can answer your question tonight. The expenditure side - these are the changes in expenditures - the new expenditures as a result of different things that we've done.

Cathy Crane-McCoy: So, that's new expenditures. But it seemed to me that the right side wasn't necessarily new. Wait a minute. We're talking new revenue and that is new expenditures - not overall expenditures.

Vice President Oakley: These are changes in expenditures. Changes in expenditures that...

Cathy Crane-McCoy: Now you see why I was lost. It seemed like we were talking about two different figures. So that's why.

Vice President Oakley: We're talking about changes in revenue, what additional revenue we've received, and changes in expenditures, what additional expenditures we've incurred.

Cathy Crane-McCoy: So, it's not overall expenditures?

Vice President Oakley: No. This graph does not, because we have over \$100 million budget, so it's not overall revenue. It's just the new revenue and the new expenditures, because certainly we have more than \$1.5 million in academic salaries and so on and so forth. But, these are the changes as a result to some of the changes in the salary schedules, changes in employee benefit rates, things of that nature.

Cathy Crane-McCoy: Great. Thanks. Then, the other thing I just wanted to point out, I'm this weird dollar person, and on page 14, and this to me is just to ask more a question comment to the Board. This is something I'd like you to track because I know you track these numbers too. And for me, I always look at adopted and actual and just from looking at last year, we adopted and it's that deficit that Trustee Clark was talking about. How do we run on deficit and we're looking at what we're hearing is not a good year for the State. And last year we adopted a deficit in that surplus from operations, deficit from operations of a \$6 million, almost a \$7 million deficit. We tend to adopt these deficit figures in our budgets but the actual came in and said we actually had an increase in there of \$2,720,000. Those numbers seem really huge to me anyway. But we're looking at a huge difference of over \$9 million, when you look at a deficit versus an increase, correct? Because a deficit means we're losing almost seven million, but we actually increased by \$2.7 million so that's actually \$9,700,000 difference. I hate talking about this large number. I'd rather talk about \$6 or \$9 because it doesn't seem as bizarre. But, to me, I'm

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just seeing the same thing occur this year. So, what I'm asking you as a Board to just keep your eye on, is...

Vice President McNinch: I'm going to give you what I believe it is and then Mr. Oakley can tell me if I've... I think it's calendar year. Things roll over and roll under and the money is not always spent so it's not a true... Am I right about this or wrong?

Cathy Crane-McCoy: I'm not even looking for an answer. I'm more saying that I would just love for you to keep your eye on that number throughout the year. Because I'm seeing a difference of \$9 million from last year. That ended up that we actually had versus that we didn't have. And we're starting even worse this year. And I know we've got a bad monetary climate.

Vic Collins: Let me point out something here that I think is very important. You can talk about a swing in numbers, Cathy, and it's a very legitimate observation; but, knowing the history of collective bargaining here, as you do, you look at a situation that we can budget where we'll be in deficit because we are going to grant the negotiation - because we anticipate them concluding in a fiscal year. Last year, for example, we anticipated the conclusion of AFT negotiations. It's not being paid out of last year's budget. They'll end up being paid out of this year's budget, by the time we get everything done. So, last year's budget may show a major swing, but this year's may look like we have more positive but will end up being a hit by that process. So, some of those things will be in there too.

Cathy Crane-McCoy: Sure. But I'm just saying, I'm just asking to track it.

Vice President Oakley: Well, certainly, if you have any specific questions, we would be happy to sit down with you and just go through the numbers.

Cathy Crane-McCoy: I understand that. I'm just saying, because this is part of your responsibilities and I know you know that, that to me is the one number that I would sit and watch as a Board because to me it's all about - It's not also about keeping money aside, but it's also about spending it as fiscally as you can. That's a really bad word but that's what my brain just immediately clicked to.

Vice President McNinch: So what you're saying is, no brownies or bon bons.

Cathy Crane-McCoy: I really don't want a chocolate, no. But, thanks. You know that. That's a Weight Watchers thing. To me that's also part of your duties, is to make sure we spend the money. So thanks.

Vice President McNinch: Thank you.

Cathy Crane-McCoy: You're welcome.

Vice President McNinch: Are there any further public comments? (no response)
Hearing none, the public hearing on the Adopted Budget for fiscal year 2002-2003 is concluded.

Role of the Board of Trustees and the Citizens' Bond Oversight Committee

Lisalee Wells: For those of you that haven't met me before, I'm Lisalee Wells at the law firm of Fullbright and Jaworski in downtown Los Angeles and we had the great joy to assist the district, my home district, in passing its bond earlier this year. I was asked to address a number of questions having to do primarily with what happens next. I know that a citizens' oversight committee has been appointed by the Board.

Vice President McNinch: It will be appointed tonight.

Lisalee Wells: I thought before we got into any kind of discussion of what exactly a citizens' oversight committee would do here, that I'd just take a moment to talk about what the next steps are for this Board. As I understand, from talking with a number of folks at the district, there is an interest probably in having money in the bank available starting early next year to start on your projects. If that's the case, then soon the Board will have to decide to give direction to the finance team that it wants to go forward and when it wants money. The size of the first issue would be a first point of decision making for this Board. You'd have to work with your underwriter, Mr. Carter, to figure out what your project needs mean in terms of the size of the bond issue. For those of you that have not actually had the beautiful experience of a bond issue in the past, let's say, hypothetically, that your first batch of projects, your first priority projects, will cost \$25 million, roughly. Working with Mr. Carter, he can figure out how much you'd have to borrow in order to net \$25 million to the district to put into that fabulous account with the treasurer that you can draw down for your project needs. For him to do that efficiently he'll also need some sort of projection from the lovely folks at the program managers who will tell him when the money is necessary so it can be withdrawn in an orderly way.

Once you tell Mr. Carter how much you need and when you need it, then we get turned on, in a figurative way, and we generate a document for this Board to consider that authorizes the first series of bonds, which I'll call Series A. Series A, for \$25 million. Once the Board acts on that and it has some basic terms for that first series of bonds, a copy of that resolution goes to the County Board of Supervisors. The County puts you on their agenda and they actually issue the bonds in your name. So those bonds will say they'll be issued by the Board of Supervisors of the County of Los Angeles in the name and on behalf of the Long Beach Community College District. Still, they are your obligations, they are my obligations, my house is up for it as well as everybody else's, and that's what makes the whole thing work from a tax exempt perspective and gives you the best interest rate.

From the moment when you tell Mr. Carter how much you need and when, it's going to take about three months for you to get your money in the bank. It can be less for series B, or C, or D, of the bonds, but for the first deal especially, if you have never had general obligation bonds, the best kinds of bonds available secured by the property in this district. Therefore, for the first time, it's especially important to the taxpayers to get the lowest possible interest rate on that money. The way you do that is you plan efficiently and you make presentations to the rating agencies in New York or San Francisco, get their attention so that they give you the best possible credit rating. A higher credit rating will lower the interest rate - the lower the credit rating the higher the interest rate, so the

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energy you put into the first transaction and getting a good rating for your bonds, has a 25 year impact on your taxpayer, because your typical first bond issue is 25 years. That's kind of a general framework for Series A of the bonds. There are papers to be done. I know you've worked with TRANs issues in the past and COP issues in the past. It's a smaller set of paperwork than you've been seeing, but still there is a process to be followed. Are there any questions about that process?

Member Clark: Let me ask, you go out for a bond issue, \$25 million, do the bonds have to be paid off by the money that we get from the tax override?

Lisalee Wells: Correct. There's a tax levied; every piece of property in the District gets levied.

Member Clark: We have that over, what, a 20-year period that we have that levy?

Lisalee Wells: You have the levy as long as your bond is outstanding. These are general obligation bonds. Maybe if I take a minute or two to do the quick overview for people who haven't - if you're interested we could do that to show kind of how that works. But, the levy lasts as long as the bonds are outstanding. That levy is designed to pay off those bonds. Once you've issued all your bonds, and you pay them off, there is no more levy. But that's quite a ways in the future.

Member Clark: OK, so you're selling bonds to do your construction?

Lisalee Wells: Correct.

Member Clark: But the bonds also have to be used to pay off the interest for those who are purchasing those bonds at let's say, 4%? Money going out in this direction, I was just curious how that interfaces.

Lisalee Wells: It sounds more confusing than it really is. What happens is that the underwriter - that's what Rod Carter does, he underwrites your bond, he promises to pay \$25 million plus a few coins for your bonds. But he finds other people, like myself and folks in the audience, who want a \$5,000 share of Long Beach Community College District bonds. Those people lend you the money. Those people may be some of your taxpayers, but they could be people in Florida, you don't care. They give Rod the \$5,000, and, all together, they give you \$25 million. Now, your taxpayers - and here's the nice part, it's above the line in the budget - your taxpayers pay the debt service on those bonds. The bonds don't pay themselves off. The \$25 million goes in to the County treasury pool in the school building fund established under the Ed Code and it stays there and earns money. It grows. In other words, you borrowed \$25 million, but it continues to grow until you spend it on this schedule that you have from the Program Manager. Until you spend that money, it sits there, it doesn't go to pay interest.

Member Clark: So we get \$176 million for construction plus the interest on those bonds?

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Lisalee Wells: You will never see the interest because that money goes straight through your fingers and through the fingers of the County and off to the lucky bondholders.

Member Clark: Ok, but we have the \$176 million clear for construction?

Lisalee Wells: Yes. But you won't have it all at once. Eventually you will have the full dollar amount authorized by the voters in the bank to spend plus earnings on it to spend for project purposes. It won't happen all at once. Because there are rules. And, I'm the gatekeeper of the rules. At the end of the day, your goal is to get this cute little bond thing - people don't print bonds very much any more, but this is the old fashioned mode, and on the back of this bond form, that represents a share in the tax base in your district, is an opinion from Fulbright and Jaworski that says, "The interest on this is tax exempt" and it's double tax exempt. It's tax exempt under federal law and it's tax exempt under California law. Remember, it's not what you earn, it's what you keep. So, the nice thing is, if somebody gets five dollars of interest, they put that in their bank. They don't pay anything to anybody on the interest that they earn from you that's collected from your taxpayers.

The maximum term for a GO bond, a general obligation bond, in the State, is 40 years. Most GO bonds of school districts are out for 25 years. Again, it's a question of balancing your tax rate, how much money you need, what kind of levy you've promised will be the maximum levy for your taxpayers. It's like a calculus, a very complicated equation, that will let you come up with how long the bonds should be in any given issue. Again, you would work with your underwriter to try to work that out. But, they're just as secure either way. Those are general obligation bonds, secured not just by everybody's houses, but, as I mentioned, by everybody's real property. The guys who run Boeing down the street, and the guys who run the gas station down at the corner, are also paying in, even though they may not have kids in your school and they may not live here, they're also paying in for the tax rate to pay off the bonds of this college district. And, the houses, the property, have an assessed value. Remember, that's not the market value of your property. You can pull up your tax rate statement, every time you get it, we're about to get one from the County soon, and it will tell you what your assessed value is on your house. There's a formula that they apply. One percent of that, under Prop 13, goes to pay regular property taxes which gets split up. And then, down here is where you are. This little percentage point - debt service on your bonds. Standing here today, I don't know how many bonds you're going to issue, we don't know what the market is going to be so we don't know what the interest rate is, but your bonds will show up as a line item against your house. Same thing for the guy with the gas station. Also on that list will be stuff like the Vector Control District, which is mosquito abatement, and we all want that with the West Nile virus heading west, and there are lots of other layers in that too, but you will find, starting some time next year, Long Beach Community College District will have a line item.

The reason that people want this stuff of course is that the cost of borrowing tax exempt is so low. Somebody who is just a regular person is paying a credit card level 22%, your car loan is a high rate, your mortgage is nice now, it's dropping, small companies, General Motors, and look where school districts fall, right above federal government and Bill

Gates. So, school districts get the benefit of the general obligation bond. It's a very low interest rate, right now, they are ranging from 3-5%. You can't borrow that anywhere else. The treasury rates are like below two. These are historic lows on interest rates. And, again, that benefits your taxpayers. The more bonds you issue in a low interest rate environment, the more money you actually get. Now, on the other hand, the investment of your bond proceeds is not as high for you once you get them. You're going to get a low earnings rate as well. But the levy that will support the bonds is lower.

You did your deal under Prop 39 and so you only had to get your 55% voter approval. Coming with the Prop 39 55% voter approval came the ability to do transactions that not only under the old law where you did real property improvements, but for the first time under Prop 39 the last two years, you get to do furnishings and equipment. This is a big improvement from the old law for most districts. You could only build a building. You couldn't put anything in it before. You could only use GO bonds to build a shell. You could do wall-to-wall carpeting. You could do central air conditioning and you were pretty much finished. You had to find other money to put in the computers and the furniture.

But, another thing you gave up under Prop 39 is an unlimited amount of bonds you could issue within your bond capacity. This is a very well-to-do district and a very large district. Your bonding capacity, I don't know what it is. I'm sure that Mr. Carter has calculated for you and told you what it is. I'm sure it's quite high. Bonding capacity for a community college district is determined by taking all the assessed valuation in the entire district and multiplying that by 2.5%. So, 2.5% of all the assessed valuation is your top cap under the Constitution, for how many bonds you can issue. It's probably like \$500 million here. It could be higher.

But, under Prop 39, you see you are limited, because you are a community college district, to \$25 per \$100,000 of assessed value, so you have another layer of limitation under the Code now, that you gave up. There's no limit under the old law. Now we have a smaller limit. So, every time you go to do a deal, you're going to have to do a little bit of math. However, to get to where you're going to spend the money, if you run out of money after your first issue, all you need to go forward, now that you have your election behind you, is you just pass this resolution that I mentioned. You just say, I want another \$40 million - I want another \$28 million, and you start that process again. So, once you have the election behind you, it's kind of in the bag. The bond proceeds, as I mentioned, are set aside in a special building fund with the County Treasurer and he invests them for you. So, whatever you're getting from the County Treasury rate right now, which can't be high, it'll vary over time, that's what you'll be paid on your project fund as well.

The bond proceeds can only be spent on the qualified projects. This district, I think, spent the most time and energy coming up with a really solid project list of any district that I've worked with. I will tell you something. I'm using your list which, as you may recall, was quite lengthy and I have some copies if people want to review it by campus, and then by buildings, all different improvements, I'm sure you remember the process as I do. But it came up with a very good, detailed plan for how to spend the bond proceeds. I was talking to the County Registrar earlier this month and it transpired, as you might have

heard, that L. A. Unified is going out again for another bond because it did so well on the first one.

They are now requiring at L. A. County that you print your project list. That was not the case when we went, so it was just on the Web site. L. A. Unified's project list, single-spaced, is 40 pages. It's costing them millions of dollars extra to print the ballot pamphlet. It's going to look like a telephone book, the ballot pamphlet this time. They'll bring it to your front door in a big truck.

The bond proceeds can only be spent on the projects that were already approved by this Board. That project list is immutable. You don't have to build everything on it, but you can't build anything that's not on it. This is why we worked so hard to make sure that it covered the bases for you and it had everything that really needed fixing. You can pick and choose and the Board retains the right to choose the priorities of what gets built when. That is not a point that's open to question. This was the general language in your proposition and you described things that you wanted to do by category. This is not the language that limits you. This was a descriptive item. People were required to really go to the project list if they wanted more details and this is just a summary, basically. Your project list will be the watchword for this.

After the bond measure passed, you were responsible for another thing that you have to do if you want the benefits of Prop 39 - 55%. You have to have a citizens' oversight committee, there are your requirements, minimum of seven members, how many do we have roughly?

Vice President McNinch: Eleven

Lisalee Wells: So, the little "x"s are people that you have to include, categories of people you have to include, a senior citizen, a taxpayers association, all this had to be done for any district that did this. A citizens' oversight committee is a Brown Act committee by the law and is required to produce an annual report. That annual report can contain anything that they decide that it should contain and is typically going to be posted on your web site. It can be made available in other ways as the oversight committee sees fit. The citizens' oversight committee has an advisory role and, as I mentioned before, the district board maintains control over priorities, decision-making and so forth. I want to take just a moment to go through the Code sections that cover what the citizens' oversight committee is to do. Here's the basic purpose of having such a committee. And the whole law, forgive me, is poorly written. Bond proceeds are not revenues, but, ok. They're supposed to tell the public how you're doing spending the taxpayers' money. That's their primary function. And, to do that, the Code tells them a few things. First of all, they get to be supported by you. This is one of those places where you can't spend bond proceeds to support them. However, all they need really is a notekeeper, some place to meet, some paper, a few - I won't say cocktails, maybe I was thinking ahead, coffee, some soda pop, sandwiches, but you can't spend bond proceeds on administrative support.

The things that you owe them are two independent audits: two, two, two. One can be done by your CPA firm, if you like. You can give them an additional assignment of

preparing an independent financial audit. That's a financial audit that focuses on the bond proceeds, so it's going to look a lot different from your real audit. You're going to segregate out - here are my bond proceeds - they're going to be with the Treasurer, and, how fast am I spending them and how efficiently. The performance audit is going to be done by a third party program manager or architect who is not working on building your project. So it has to be independent, which means it's got to be another party. You can pay for both of these categories of audit from bond proceeds, because they're related to the construction of the project.

The people on the lucky citizens' oversight committee also get to inspect your facilities and grounds, on reasonable notice, with an escort, hard hats, whatever it is that's necessary. Periodically, you're encouraged to take them on tours and they may ask to go on a tour if you haven't invited them. They're also entitled to get and review your deferred maintenance plans, not a job I would like, but I'm just a Humanities major. They're supposed to recommend things to you if they see them that would help you improve cost efficiency. Now, that presumes, I think, a great deal of expertise on the part of members of the citizens' oversight committee that is rarely achieved in real life, but, if you happen to have somebody who knows a lot about construction or heating and air conditioning and they wish to step in and send recommendations to you, then that's fine.

And all those materials and information can be shared with the Board and with the public periodically. The citizens' oversight committee chairman may appear in front of this body and make a report to you on their meetings. Most citizens', we're talking in "mosts" now, most citizens' oversight committees meet monthly, once there are bond proceeds. Apart from an organizational meeting before Series A bonds are issued, there is really nothing for them to do. There is nothing to supervise but, if people want to meet in between, that's fine. Most folks start meeting on a regular basis after there's cash and an expenditure plan. So, the forms that they're reporting to you are really up to them and they just have the one annual report they make to the public. It's really the quickest way I can go through the citizens' oversight committee and what comes next. I'd be happy to answer any questions.

Member Clark: I've spoken to some colleges that have this and they don't meet on a monthly basis, they're more likely to meet quarterly.

Lisalee Wells: The citizens' oversight committee? It's up to them.

Member Clark: I'm just curious, because you're talking about monthly.

Lisalee Wells: It's entirely up to them. It depends on the pace of your expenditures in construction. Right now, semiannually would be the right amount. Until there's money, there's no real need to have more frequent meetings. It's up to them. Something reasonable. If they want to have a meeting a week and there's nothing to do, it's kind of foolhardy.

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Member Clark: Are they looking at... because it's hard to evaluate a building, necessarily, and saying that's a good building or a poor building, other than how the money is spent, essentially.

Lisalee Wells: Their job is to report back to the public on how well you're doing spending the bond moneys. And, part of that is pace, part of that is to make sure that you have a real plan. So, the more information you give them to show how good your planning process is and your accounting process, the happier they will be.

Member Clark: Are you going to be working with this group?

Lisalee Wells: Typically not, although we could be retained to do that. Normally, we just make one presentation to the citizens' oversight committee after the meeting and go through this stuff and answer their questions because often they've never worked in a bond environment. Last night, I was at a citizens' oversight committee and my associate told me later that it looked like you'd walked into the set of "Twelve Angry Men." They already felt as though they weren't getting enough data and they thought that they could make decisions on the priorities and they spent most of the session asking me how they could fund a lawsuit against the district. You would pray that the people on your citizens' oversight committee would be the most constructive and want to do the best thing for the district and so you really want to give them a good orientation so they don't go off to the side on you. These people had met three times without supervision, without adult supervision. I think it's a good idea to come and give a talk to the first session or to one of those early sessions, so they know what to expect. But, after that, really, they're just an advisory committee. Unless they sue you. Then I want to hear about it. Any other questions?

Vice President McNinch: Thank you very much. That was very thorough and we would want you to meet with our committee at their first meeting to establish the rules.

Resolution, Measure E Bond Citizens' Oversight Committee

It was moved by Member Polsky, seconded by Member Clark, that the Board of Trustees adopt Resolution No. 082702A, for establishment of the Measure E Bond Citizens' Oversight Committee.

Vice President McNinch then read the names of the recommended members of the Citizens Oversight Committee:

Membership Category

Local Business Community
Senior Citizens' Organization
Student Support Group
Support Organization for the College
Bona-fide Tax Payers Association
Community At Large

Member

Debra Ann Williamson
Gary J. Cooper
Caesar Armando Menez
Patricia L. Lofland
Sherri Ortman
J. C. Squires
Angel J. Perea

Additional Recommended Members: Daniel J. Lowenthal
William Howard Marmion
Brian K. Tran
William Gary Westling

The motion carried, all voting aye.

Approval of Board Goals, 2002-2003

It was moved by Member Clark, seconded by Member Polsky, that the Board approve the following Board Goals for 2002-2003:

Board Goals - 2002-2003

[Supportive of Institutional Goals/Objectives]

1. Continue to implement and enhance a monitoring program *[Goal/Obj. 8a, 4]*
 - a. A college effectiveness report and discussion, including PFE measures, covering:
 - student success
 - workforce development
 - development of learning outcomes
 - b. An on-going district-wide community needs appraisal program for use in program planning.
 - c. A quarterly fiscal report and annual budget workshop; a review of the fiscal activities of the Board.
 - d. Bond implementation
2. Strengthen the Board's lobbying efforts *[Supports District's ability to deliver mission fully]*
 - a. Funding and equalization
 - b. Student opportunity
3. Continue Board commitment to interest-based negotiations. *[Goal/Obj. 7 b, c, e]*
4. Continue Board study sessions, a board retreat, and review of the Board of Trustees' policies and administrative regulations. *[Goal/Obj. 8a and 7c]*
5. Continue to support
 - a. the goals of the Superintendent-President *[Goals 1- 8]*
 - b. the feasibility study for a two-college district *[Goal/Obj. 7a]*
 - c. efforts of college staff and administration to increase the competitiveness of the college by creating a greater flexibility of class scheduling *[Goal/Obj. 2c]*
 - d. diversity in all areas of college life, including an annual report on Title V. *[Goal/Obj. 6c, 1a-g]*
 - e. staff development opportunities through the college's professional development program for faculty, orientation of new faculty and staff development for staff. *[Goal/Obj. 6a, b, d]*

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6. Continue support, communication and alliance with the Long Beach City College Foundation. *[Goal/Obj. 5b]*
7. Strengthen outreach and communication with the local, state, and national community. *[Goal/Obj. 2d]*
 - a. Schedule a board meeting at Avalon.
 - b. Recruitment of new students, especially through the college's high school and early outreach programs.

The motion carried, all voting aye.

Resolution, The California Master Plan for Education

It was moved by Member Clark, seconded by Member Polsky, that the Board adopt Resolution No. 082702B, in connection with recommendations to be included in the *The California Master Plan for Education*.

Member Clark: I think these are basically to enhance the representation on the Board of Governors and on the Consultation Council, so that we have more of a voice. I'm not sure how far it will go, but you can try.

The motion carried, all voting aye.

Adoption of New LBCCD Conflict of Interest Code and Revisions to Exhibit B

It was moved by Member Clark, seconded by Member Polsky, that the Board of Trustees approve the following revisions to the Long Beach Community College District Conflict of Interest Code as required by the Los Angeles County Board of Supervisors:

1. Adoption of the attached new Conflict of Interest Code of the Long Beach Community College District which states that the code incorporates by reference Regulation 18730 and describes the place(s) of filing of Statements of Economic Interests by designated employees/officials of the agency.
2. Approval of the attached new Exhibit B which contains revisions to include the new titles for Director, Contracting and Procurement; Director, Fiscal Operations; and Vice President, Economic and Resource Development.

The motion carried, all voting aye.

Announcement of Board Appointment to Personnel Commission

The Board of Trustees announces its intention to reappoint Richard Gaylord to the Personnel Commission for a three-year term commencing December 15, 2002, and ending at noon on December 1, 2005.

Education Code 88066 provides that an appointment must be made in open session of the District's appointee to the Personnel Commission and that, after 30 days, but within 45 days after the announcement, the Board shall provide the public, employees, and employee organizations an opportunity to express their views on the qualifications of the

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person recommended. As specified in Education Code 88066, a Public Hearing will be held and an appointment will be made on October 15, 2002.

Committee Reports

There were no Committee Reports.

STUDENT TRUSTEE

Student Trustee Washington: As Fall Semester has already begun, many students are registered and in the majority of their classes. Last Tuesday ASB hosted Welcome Back Day for the students on the LAC lawn and gave out food to welcome all the students. Today all the clubs hosted Join a Club Day on the LAC lawn to promote each club on campus, and Thursday, September 5th PCC will be hosting their Join A Club Day. As there is a major problem with students not being interested in leadership roles on each campus, this is a way to get more students involved. ASB elections are coming up on September 10th (PCC) and September 11th (LAC) at 9 a.m. to 1 p.m. There are two executive board positions open and three appointed positions open and ASB is hoping to fill these positions in the near future. PCC is also hosting a Red Cross Blood Drive in the student center on September 11th as a remembrance of the victims of the World Trade Center last year. Student Senate will also be hosting a forum on September 18th from 11 – 1 and it is called “Thinking Outside the Box.” This forum will be a great way for the student body to interact with each other and come together to learn the necessary skills to get ahead with their goals and figure out problem solving techniques for life’s challenges.

PUBLIC COMMENTS ON AGENDA ITEMS

Vice President McNinch: 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.

Vice President McNinch: I have a request from Dan Pressburg. Even though you are not talking about an agenda item, you still have five minutes, Dan.

Dan Pressburg: Well, hopefully, I can get this done in about three. Madam President, Trustees, faculty, staff, Dr. Kehoe, friends, family, whomever I might have missed. I just want to discuss three very short events that are coming up in the community. The first one is on September 14. It will be a peace march with the Long Beach Police Department, the clergy, several of the schools, and the community. You are welcome to participate with us. That will be up in North Long Beach and we will be taking that back down to the sixth district. It will be dealing with community services around the community and the city, as well as in some of the redevelopment project areas.

On September 22, we will be having, it’s called, “One Nation. One People.” It used to be called the “New Citizens Welcome.” That’s where Rancho Los Cerritos, as well as their board and foundation help support the welcoming from the City of Long Beach to all citizens who are sworn in over the previous five years. So that’s the way that the City of Long Beach does meet and greet its new citizens to this country.

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Finally, on November 9, which you have always participated in, we will be having the Veterans Day Parade. This year we will be having the morning team from KTLA as our Honorary Grand Marshals. We also will be having a salute from the Fire Department and we will be having a fireman from Ground Zero, and former Councilmember Jerry Schulz, but you'll have to keep that as a secret, he does not know yet, and all of the other City Councilmembers will be participating. So, if you would like to join us and participate, we'll be more than happy to have you.

If you have any questions, or any service clubs that you'd like to have me speak at, I'd be delighted. Thank you very much for your time.

The following items were part of the Consent Agenda

HUMAN RESOURCES (Academic)

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

Appointments

| | |
|----------------------------------|-----|
| New Contract Faculty | 10 |
| Hourly Instructors – Summer | 381 |
| Hourly Counselors – Summer | 41 |
| Hourly Librarians – Summer | 7 |
| Hourly International Coordinator | 1 |
| Hourly Scholarship Coordinator | 1 |
| Long Term Substitute Instructors | 1 |
| Hourly Substitute Instructors | 7 |
| Stipends | 42 |

In-Service Changes

| | |
|---|---|
| Change of Assignment – Voluntary Contract Reduction | 1 |
| Change of Assignment – Contract | 1 |
| Change of Salary - Contract | 1 |
| Change of Title | 2 |
| Change to Previous Board Action – Contract | 1 |

Separation From Employment

| | |
|-------------|---|
| Retirement | 1 |
| Resignation | 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 | 7 |
| Temporary | 73 |
| Exempt From the Merit System | 526 |

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INSERVICE CHANGES

| | |
|------------------------------|---|
| Change to Previous Board | 3 |
| Leave of Absence Without Pay | 5 |

SEPARATION FROM EMPLOYMENT

| | |
|-------------|---|
| Retirement | 1 |
| Resignation | 4 |

Resolution, Board Member Absence Compensation

Adopt Resolution No. 082702C, authorizing compensation to Board Member Dianne Theil McNinch for the Board of Trustees' meeting of July 9, 2002, from which she was absent.

Resolution, Reduction in Classified Service, 2002-2003

That the Board of Trustees adopt Resolution No.082702D, Reduction of Classified Service, 2002-2003.

Resolution, Reduction in Classified Service, 2002-2003

That the Board of Trustees adopt Resolution No. 082702E, Reduction of Classified Service, 2002-2003.

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

There are no appropriation transfers.

Salary Warrants

Ratify issuance of salary warrants listed on Register No. 4053 through Register No. 4060 for the period of June 17, 2002, to August 2, 2002, in the amount of \$1,428,348.58 as listed.

| | | |
|--|--------------------------------|---------------|
| Register No. 4053 Issue Date 06/28/02 | Warrant Nos. 0695320 – 0695458 | \$ 295,084.82 |
| Register No. 4054 Issue Date 07/10/02 | Warrant Nos. 0695459 – 0695617 | \$ 199,205.56 |
| Register No. 4055 Issue Date 07/10/02 | Warrant Nos. 0695618 – 0696218 | \$ 295,803.19 |
| Register No. 4056 Issue Date 07/16/02 | Warrant Nos. 0696219 – 0696339 | \$ 31,077.05 |

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| | | |
|--|--------------------------------|------------------------|
| Register No. 4057 Issue Date 07/16/02 | Warrant Nos. 0696340 – 0696730 | \$ 189,113.85 |
| Register No. 4058 Issue Date 07/16/02 | Warrant Nos. 0696731 – 0697189 | \$ 64,595.12 |
| Register No. 4059 Issue Date 07/16/02 | Warrant Nos. 0697190 – 0697233 | \$ 30,225.00 |
| Register No. 4060 Issue Date 07/31/02 | Warrant Nos. 0697234 – 0697372 | \$ <u>323,243.99</u> |
| | Total Salary Warrants Issued | \$ <u>1,428,348.58</u> |

Commercial Warrants

Ratify issuance of commercial warrants for the period June 17, 2002, through August 2, 2002, in the amount of \$7,206,045.49 as listed.

Period Ending June 21, 2002

| | | |
|----------------------------|-----------------|---------------|
| General Fund | \$ 644,659.13 | |
| Student Financial Aid Fund | 1,600.00 | |
| Child Development Fund | 1,183.51 | |
| Payroll Clearing Fund | 60,796.95 | |
| Capital Project Fund | 340.49 | |
| Self-Insurance Fund | <u>1,686.54</u> | \$ 710,266.62 |

Period Ending June 28, 2002

| | | |
|----------------------------|------------------|---------------|
| General Fund | \$ 257,572.73 | |
| Student Financial Aid Fund | 209,174.85 | |
| Child Development Fund | 81.00 | |
| Capital Project Fund | <u>73,283.67</u> | \$ 540,112.25 |

Period Ending July 5, 2002

| | | |
|----------------------------|-----------------|---------------|
| General Fund | \$ 337,501.44 | |
| Student Financial Aid Fund | 96,470.09 | |
| Child Development Fund | 161.53 | |
| Payroll Clearing Fund | 11,437.34 | |
| Capital Project Fund | <u>4,955.47</u> | \$ 450,525.87 |

Period Ending July 12, 2002

| | | |
|------------------------|---------------|---------------|
| General Fund | \$ 907,205.21 | |
| Child Development Fund | 344.94 | |
| Payroll Clearing Fund | 2,299.92 | |
| Capital Project Fund | 2,916.00 | |
| Self Insurance Fund | <u>29.23</u> | \$ 912,795.30 |

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| | | |
|------------------------------|------------------|------------------------|
| Period Ending July 19, 2002 | | |
| General Fund | \$ 777,575.02 | |
| Student Financial Aid Fund | 185,026.24 | |
| Child Development Fund | 216.91 | |
| Payroll Clearing Fund | 3,170.94 | |
| Capital Project Fund | <u>27,139.97</u> | \$ 993,129.08 |
| | | |
| Period Ending July 26, 2002 | | |
| General Fund | \$ 641,308.93 | |
| Student Financial Aid Fund | 44,910.83 | |
| Payroll Clearing Fund | 5.75 | |
| Capital Project Fund | <u>1,813.00</u> | \$ 688,038.51 |
| | | |
| Period Ending August 2, 2002 | | |
| General Fund | \$ 431,207.48 | |
| Student Financial Aid Fund | 2,442,182.92 | |
| Payroll Clearing Fund | <u>37,787.46</u> | \$ 2,911,177.86 |
| | Seven Week Total | <u>\$ 7,206,045.49</u> |

Included in the total expenditure of \$7,206,045.49 are the following payments greater than \$25,000, excluding employee benefits and utilities:

General Fund – Fund 01

1. \$ 275,736 to Registrar – Recorder County Clerk, County of Los Angeles, for the District’s portion of the 2002 consolidated primary election.
2. \$ 222,233 to City of Long Beach, for Police and Fire Services training classes, Spring 2002.
3. \$ 83,611 to First Union, for First Union VISA purchasing card for May and June 2002.
4. \$ 65,739 to Thomas J. Kiblen and Associates, Inc., for training of one class of 21 participants in the Dale Carnegie Course beginning April 30, 2002, and training of one class of 26 participants in the Dale Carnegie Course beginning May 8, 2002.
5. \$ 54,125 to Gateway Companies, Inc., for forty (40) computers and monitors, United States Air Force Scientific Equipment Grant.
6. \$ 49,800 to Postage By Phone, for advance deposit for mail services.
7. \$ 49,662 to Apple Computer, Inc., for forty (40) iMac computers with zip drives, Partnership for Excellence.

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8. \$ 31,377 to College Enterprises, Inc., for duplicating charges through Pulse for May 2002.
9. \$ 28,901 to Premier Agendas, Inc., for printing 7,500 collegiate planners with program enhancements, Matriculation and Student Assessment.
10. \$ 26,938 to California Narcotic Officers Association, for officer training classes, Spring 2002.
11. \$ 25,468 to South Coast Air Quality Management District, for annual participation in the Air Quality Investment Program, Liberal Arts Campus.

Student Financial Aid Fund – Fund 09

1. \$ 35,873 to Associated Student Body Enterprises, for stock charges through the Bookstore for June 2002.

Capital Project Fund – Fund 15

1. \$ 45,595 to LPA, Inc., for architectural services rendered during the month of April 2002, for the conversion of six (6) drawings of Long Beach City College Library to AutoCAD 2000, Learning Resources Center, Liberal Art Campus and Pacific Coast Campus.
2. \$ 27,689 to Hoffman Video Systems, for final payment for provision, installation, programming, and training staff on audio-visual equipment, Building D, Liberal Arts Campus.

New Accounting Fund

It is recommended that the board approve the creation of Fund 41, General Obligation Bond Fund. This fund is needed in order to monitor the revenue and expense of the bond issue monies.

PURCHASING

Contract Awards

CN 99627.3 – With WLC Architects, for architectural services during the period of July 1, 2002, through June 30, 2003, in an amount not to exceed of \$100,000.

CN 99628.1 – With P2S Engineering Inc., for engineering services during the period of July 1, 2002, through June 30, 2003, in an amount not to exceed of \$100,000.

CN 99628.2 – With Joyce Inspection and Testing, for inspection services during the period of July 1, 2002, through June 30, 2003, in an amount not to exceed of \$100,000.

CN 22003.1 – With Robbins Jorgensen Christopher Architects, for implementation planning services for the bond projects during the period of September 3, 2002, to

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September 2, 2003, in an amount not to exceed \$50,000. District reserves the option to renew for additional one-year periods not to exceed three years.

Contract Amendments

CN 99611.4 – With Ciber, Inc., Amendment #6, for software implementation to extend the termination date from June 30, 2002, to June 30, 2003, and increase the contract an additional \$625,000.

CN 99613.7 – With WLC Architects, Amendment #2, for architectural services to extend the termination date from June 30, 2002, to June 30, 2003.

Change Order

C0206 / PO 41670 - With Spectrum Medical X-Ray Company, Change #2, for the purchase and installation of reconditioned radiography & fluoroscopy system to increase the contract amount from \$97,045 to \$98,105 for:

| | | |
|--|-----------------|-------------|
| Item 1. Transformer disposal | Add | \$470.00 |
| Item 2. Reconfigure and connect existing equipment | Add | \$590.00 |
| | Total Addition: | \$ 1,060.00 |

Amendment of Board Action

CN99625.1 – Amend - With Cannon Facilities and Management Consulting, for facility planning services, to change the amendment number from Amendment #2 to Amendment #4.

Completion of Contract

CN99609.3 - With Signs & Services Company, for campus monument sign renovation at the Liberal Arts Campus for a total fee of \$28,415.97. Project was completed July 31, 2001.

Purchase Order Approvals/Ratifications

Authorize the issuance of purchase orders for the period June 17, 2002, through August 2, 2002, in the amount of \$2,668,580.03 as listed.

| | |
|---------------|------------|
| 41877 | \$1,179.93 |
| 41987 | 324.74 |
| 42108 | 745.96 |
| 42137 | 1,489.47 |
| 42222 – 42224 | 1,034.88 |
| 42226 | 5,935.36 |
| 42230 – 42231 | 196.35 |
| 42295 | 104.73 |
| 42297 – 42298 | 3,430.96 |
| 42314 | 1,438.64 |
| 42324 – 42325 | 1,066.08 |
| 42333 – 42334 | 2,294.83 |
| 42336 | 695.00 |

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| | |
|-----------------|-----------------|
| 42339 – 42340 | 4,125.65 |
| 42384 | 342.58 |
| 42386 | 59.53 |
| 42400 | 1,438.64 |
| 42402 – 42668 | 571,462.28 |
| 45000 – 45069 | 2,041,672.11 |
| 45071 – 45073 | 13,610.13 |
| 45079 – 45081 | 13,679.77 |
| P18208 - P18219 | <u>2,252.41</u> |
| Total amount | \$2,668,580.03 |

Included in the total amount of purchase orders of \$2,668,580.03 are the following items greater than \$25,000:

General Fund - Fund 01

| | | |
|---------------------|--|---|
| PO 42648 | Modular furniture, GG100 Partnership for Excellence – Upward Bound Account No. 646000-01-633000-1450 | \$28,864.32 |
| PO 42651 | Computer workstation system and task chairs Matriculation and Student Assessment Account No. 457000-01-632000-0720 Account No. 647000-01-632000-0720 | \$5,183.01 \$35,962.82 |
| PO 45000 | Postage By Phone reserve account Mail Services Account No. 585000-01-677400-0000 | \$249,000.00 |
| PO 45002 | Annual fee for participation in Air Quality Investment Program Air Quality Management District Account No. 529000-01-677900-0000 | \$35,336.78 |
| PO 45016 | Magazine subscription agreement Library Account No. 631000-01-612000-0000 | \$28,200.00 |
| PO 45041 | Worker’s Compensation Insurance Program Staff Benefits & ASB Enterprises Account No. 361000-01-674000-0000 Account No. 362000-01-674000-0000 Account No. 362000-01-699900-0000 | \$480,395.03 \$418,735.14 \$21,166.83 |
| Self Insurance Fund | | |
| PO 45010 | TV production equipment Risk Management Account No. 647000-16-677600-0000 Account No. 646000-16-677600-0000 | \$53,852.21 \$4,254.23 |

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PO 45042 District's annual property & liability coverage
Risk Management
Account No. 541000-16-677600-0000 \$606,580.00

ACADEMIC AFFAIRS, STUDENT SUPPORT AND ADMINISTRATIVE SERVICES

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

Certification of Signatures

Amend the Board action of April 23, 2002, relating to signatures of personnel authorized to sign Warrants, Notices of Employment, and Contracts on the County Certification of Signatures form, to add Eloy O. Oakley, Vice President, Administrative Services, effective August 1, 2002, and remove Catalina G. M. Cruz, former Director of Fiscal Operations effective July 31, 2002.

Agreements

CN 92607.8 - Amend - With Volunteers of America, to provide a clinical practice site for dietetic students, to extend the termination date from September 5, 2002, to September 5, 2007, at no cost to the District.

CN 92912.7 - Ratify - Amend - With Ace Muffler, for the District to provide rental of facilities by Ace Muffler, to extend the termination date from June 30, 2002, to June 30, 2004, for the monthly rental rate of \$1,100.

CN 92926.5 - Ratify - With Belmont Heights United Methodist Church, to provide use of facilities for District classes, to extend the termination date from June 30, 2002, through June 30, 2003, for a fee of \$5 per class/hour.

CN 92959.1 - Ratify - Amend - With American Society of Composers, Authors and Publishers, to comply with copyright laws, to increase contract by \$180 for finance charges received after close of fiscal year.

CN 92959.5 - Ratify - Amend - With Verizon, to continue maintenance for the telephone switches at the Liberal Arts and Pacific Coast Campuses and include the Wing Park offices, effective August 1, 2002, through July 31, 2004, for an annual cost of \$51,444.96.

CN 92968.9 - Ratify - With Peggy Sturm dba: Peggi Sturm and Associates, to provide continual support for automated system established in the Cashier's Office, to extend the termination date from June 30, 2002, to June 30, 2003, for the amount of \$697.

CN 92989.6 - Ratify - Amend - With American Golf Corporation, to provide use of El Dorado, Skylinks, and Recreation Park Golf courses for the men's and women's golf team practices and matches, effective May 25, 2002, through May 24, 2003, for the amount of \$6,000.

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CN 92995.9 - Amend - With California Community Colleges, Chancellor's Office, to participate in the Chancellor's Office Tax Offset Program (COTOP), to extend the termination date from December 31, 2002, to December 31, 2003.

CN 93019.8 - Ratify - Amend - With Aon Consulting, for benefit consulting services, to extend the termination date to September 30, 2002, and increase the contract amount by \$15,000.

CN 93028.5 - Amend - With California Gang Investigators Association (CGIA) for the District to use the facilities of and provide instruction to CGIA, effective August 1, 2002, through July 31, 2003, for the amount of \$80,000.

CN 93030.1 - Amend - With John Matulich, to provide retirement counseling services, to extend the termination date from June 30, 2002, to June 30, 2003, and increase the contract amount by \$3,300.

CN 93040.3 - Ratify - Amend - With West Shield Investigations, to provide background investigation services for college police candidates, to extend the termination date from June 30, 2002, to June 30, 2003, and increase the contract amount by \$1,000.

CN 93044.1 - Ratify - Amend - With Southern California Outlaw Motorcycle Gang Investigators Association (SCOMGIA), to extend the termination date from April 30, 2003, to April 30, 2004, and increase the contract amount by \$1,000, for a total contract amount of \$11,000.

CN 93050.9 - Ratify - Amend - With the University of California, San Francisco, to provide funding for the Allied Health Project, to extend the termination date from July 31, 2002, to October 31, 2002, with no additional funding.

CN 93051.2 - Ratify - Amend - With Community Hospital of Long Beach, to provide a clinical practice site for School of Health and Science students, to revise agreement dates from July 16, 2001, through July 15, 2003, to August 19, 2002, through August 18, 2004, at no cost to the District.

CN 93057.1 - Ratify - Amend - With Grant Uba, M.D., to serve as authorizing physician for the District's Student Health and Wellness Services, to extend the termination date from June 30, 2002, to June 30, 2003, for the amount of \$4,400.

CN 93057.2 - Ratify - Amend - With Grant Uba, M.D., to serve as team physician for athletics as required by Conference Code and State Conference on Athletics, to extend the termination date from June 30, 2002, through June 30, 2003, for the amount of \$7,500.

CN 93057.3 - Ratify - Amend - With Family Services of Long Beach, to provide psychological counseling for students, to extend the termination date from June 30, 2002, to June 30, 2003, for the amount of \$32,250.

CN 93059.5 - Ratify - Amend - With Ayse Oge, to provide additional consulting services and extend the termination date from June 30, 2002, to August 31, 2002, for an additional amount of \$1,750.

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CN 93060.9 - Ratify - Amend - With School Services of California, to cover outstanding invoices for services provided during the 2001-2002 fiscal year in the amount of \$7,000.

CN 93062.2 - Ratify - Amend - With Liberty Hill Foundation to provide funding for 908LB WORKS! Students, to extend from June 30, 2002, to December 30, 2002, and increases funding by \$10,000.

CN 93067.6 - Ratify - Amend - With Barbara Walker dba Walker Family Child Care, to provide licensed child care for ACCESS participants, to extend the termination date from June 30, 2002, to August 30, 2002, and increase the contract amount by \$14,000, paid with ACCESS funds.

CN 93069.6 - Ratify - Amend - With Petronilla Richardson, Richardson Family Child Care, to provide licensed child care for CalWORKs participants, to extend the termination date from June 30, 2002, to June 30, 2003, for the amount of \$20,000, paid with CalWORKs funds.

CN 93069.9 - Ratify - Amend - With Leslie Allen, to provide consultant services for Human Resources, to increase contract amount by \$3,200 to cover the last invoice for 2001-2002 fiscal year.

CN 93073.2 - Ratify - Amend - With Evelyn Magbitang to provide child care for a CalWORKs participants, to extend the termination date from June 30, 2002, to June 30, 2003, for the amount of \$3,000, paid with CalWORKs funds.

CN 93076.1 - Ratify - Amend - With Childtime Learning Center, to provide licensed child care for CalWORKs participants, to extend the termination date from June 30, 2002, to June 30, 2003, for the amount of \$12,000, paid with CalWORKs funds.

CN 93076.3 - Ratify - Amend - With Long Beach Day Nursery - Memorial, to provide licensed child care for CalWORKs participants, to extend the termination date from June 30, 2002, to June 30, 2003, for the amount of \$9,000, paid with CalWORKs funds.

CN 93076.9 - Ratify - With Goodrich Goodyear & Hinds, to conduct a desk audit of Fiscal Operations as a result of changes to the scope of services, to extend the termination date from June 30, 2002, to September 30, 2002, and increase the contract amount by \$4,000.

CN 93081.3 - Ratify - Amend - With Socorro Sandoval Villalpando, to provide child care for a CalWORKs participant, to extend the termination date from June 30, 2002, to June 30, 2003, for the amount of \$12,000, paid with CalWORKs funds.

CN 93084.6 - Ratify - Amend - With Rashida Thomas, to provide child care for a CalWORKs participant, to extend the termination date from June 30, 2002, to June 30, 2003, for the amount of \$4,000, paid with CalWORKs funds.

CN 93085.1 - Ratify - With Catholic Healthcare West (CHW), a California Nonprofit Public Benefit Corporation dba: St Mary Medical Center and Affiliates including Home Health Care, to provide a clinical practice site for School of Health and Science students

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including Certified Nursing Assistants and Home Health Aids, effective July 15, 2002, through July 15, 2004, at no cost to the District.

CN 93085.2 - Ratify - With Affiliated Computer Services, Inc. (ACS) formerly AFSA Data Corporation, to provide accounting services for the Perkins Loan student program, and to change the company name to ACS Education Services, Inc, effective June 10, 2002, for the amount of \$7,300.

CN 93085.4 - Ratify - With Frank Steelman, to provide child care for a CalWORKs participant, effective July 1, 2002, through June 30, 2003, for the amount of \$3,000, paid with CalWORKs funds.

CN 93085.5 - Ratify - With Kelly's Kids Day Care, to provide licensed child care for CalWORKs participants, effective July 1, 2002, through June 30, 2003, for the amount of \$10,000, paid with CalWORKs funds.

CN 93085.6 - Ratify - With Joseph Gentile, to provide appeal hearing services on behalf of the Personnel Commission, effective July 1, 2002, through June 30, 2003, for the amount of \$900 per diem.

CN 93085.7 - Ratify - With John Knippa, Ph.D., to conduct psychological examination of an employee attempting to return to work, effective July 1, 2002, through June 30, 2003, on an as-needed basis.

CN 93085.8 - Ratify - With the City of Long Beach to provide funding for parenting education outreach for the benefit of low-income, low literacy, and limited English speaking students attending Long Beach Community College District, effective June 7, 2002, through February 1, 2004. Amount of funding is \$23,270.

CN 93085.9 - Ratify - With Bell Security, to provide armed security for walk-in registration at the Liberal Arts and Pacific Coast campuses, effective July 1, 2002, through June 30, 2003, for the amount of \$15,100.

CN 93086.1 - With Broadway By The Sea, to provide a clinical practice site for School of Health and Science students, effective September 2, 2002, through September 1, 2004, at no cost to the District.

CN 93086.2 - Ratify - With the American Library Association, to provide funding to explore the "Black Invention" art exhibition and panel discussion, effective July 1, 2002, through June 30, 2003. Amount of funding is \$1,000.

CN 93086.3 - Ratify - With Keith B. Peterson dba: SixTen and Associates, to provide mandated costs consultant services, effective July 1, 2002, through June 30, 2003, for the amount of \$24,000.

CN 93086.5 - Ratify - With Bethany Missionary Association dba: City Christian School, to provide a licensed child care facility, effective August 13, 2002, through June 30, 2003, for the amount of \$6,000, paid with CalWORKs funds.

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CN 93086.6 - Ratify - With California State University, Office of the Chancellor, to provide networking services known as the California State University and California Community Colleges Network (4CNet), effective July 1, 2002, through June 30, 2003, for the amount of \$35,300.

CN 93086.7 - Ratify - With Presbyterian Intercommunity Hospital, to provide a clinical practice site for dietetic students, effective August 1, 2002, through July 31, 2004, at no cost to the District.

CN 93086.8 - Ratify - With the Chancellor's Office, California Community Colleges, to provide funding to establish the Workplace Learning Resource Center, effective July 1, 2002, through June 30, 2003. Amount of funding is \$178,875.

CN 93086.9 - Ratify - With the Chancellor's Office, California Community Colleges, to provide funding for "Enrollment Growth for Associate Degree Nursing (ADN) Program," effective February 1, 2002, through August 31, 2004. Amount of funding is \$119,402.

CN 93087.1 - Ratify - With the City of Long Beach Career Transition Center, to provide funding for Workforce Investment Act (WIA) participants and other at-risk students in pre-apprenticeship construction training, effective July 22, 2002, through June 30, 2003. Amount of funding is \$55,378.

CN 93087.2 - Ratify - With Ayse Oge dba: Ultimate Publishing and Training, to provide continuing technical support and training for businesses and prospective new businesses, offering one-on-one consulting, effective August 8, 2002, through June 30, 2003, for the amount not to exceed \$10,000.

CN 93087.3 - Maria Keller dba: The Keller Group, to provide international trade seminars, effective August 8, 2002, through June 30, 2003, for the amount not to exceed \$400, paid with Center for International Trade funds.

CN 93087.4 - Ratify - With Felipe Garcia Calvo dba: Suarez and Garcia Child Care, to provide licensed child care for CalWORKs participants, effective July 1, 2002, through June 30, 2003, for the amount of \$3,000, paid with CalWORKs funds.

CN 93087.5 - Ratify - With Shari L. Sterner, to provide data analysis and research for Activity One of the Title V grant, effective July 1, 2002, through September 30, 2002, for an amount not to exceed \$5,000, paid with Title V funds.

CN 93087.7 - Ratify - With Josefina Aguilar, to provide child care for a CalWORKs participant, effective August 13, 2002, through June 30, 2003, for the amount of \$6,000, paid with CalWORKs funds.

CN 93087.8 - Ratify - With Robert F. Kennedy Medical Center, to provide a clinical practice site for Dietetic students, effective September 1, 2002, through August 31, 2007, at no cost to the District.

CN 93087.9 - Ratify - With Leibert Cassidy Whitmore, A Professional Law Corporation, to provide training and consultation through the Southern California Community College

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District Employment Relations Consortium for the Management Team, effective July 1, 2002, through June 30, 2003, for the amount of \$3,100.

CN 93088.1 - Ratify - With LaKeysha Love dba: Love Family Child Care, to provide licensed child care for CalWORKs participants, effective August 19, 2002, through June 30, 2003, for the amount of \$6,000, paid with CalWORKs funds.

CN 93088.2 - Ratify - With Gateway Cities Partnership, Inc., to provide funding for curriculum development related to Global Logistics, effective July 1, 2002, through June 30, 2003. Amount of funding is \$17,134.

CN 95003.2 - Ratify - Amend - With Vision Service Plan, to provide vision coverage for all eligible District employees, effective July 1, 2002, through June 30, 2004, for a fee of \$1.90 per employee per month. No increase in premiums.

CN 95003.5 - Ratify - With Blue Cross of California for the Prudent Buyer plan for eligible District employees, Associated Student Body (ASB) employees, and retirees, effective January 1, 2001, through December 31, 2001, for a fee of \$672.43 per employee per month for academic, classified, and ASB groups and a fee of \$659.65 per employee per month for the administrator group.

CN 95003.5 - Ratify - Amend - With Blue Cross of California for the Prudent Buyer plan for eligible District employees, Associated Student Body (ASB) employees, and retirees, effective January 1, 2002, through June 30, 2003, for a fee of \$884.04 per employee per month for academic, classified, and ASB groups and a fee of \$867.24 per employee per month for the administrator group.

CN 95003.6 - Ratify - With Managed Health Network, to provide psychological counseling services for eligible District employees and their dependents effective July 1, 2000, through December 31, 2000, for a fee of \$10.32 per employee.

CN 95003.6 - Ratify - Amend - With Managed Health Network, to provide psychological counseling services for eligible District employees and their dependents effective January 1, 2001, through December 31, 2002, for a fee of \$10.32 per employee.

CN 95003.7 - Ratify - With Delta Dental Plan of California as the Administrator of the Long Beach Community College District self-insurance program for eligible employees and dependents at an administration fee of \$8.95 per employee per month, effective July 1, 2002, through June 30, 2003.

CN 95003.8 - With Los Angeles Regionalized Insurance Services Authority (LARISA) to purchase Private Medical Care, Inc. (PMI) for a prepaid dental care plan at a rate of \$33.44 per employee per month, effective October 1, 2002, through September 30, 2004.

CN 95004.1 - Ratify - With Blue Cross of California - California Care for eligible District employees and dependents and Associated Student Body (ASB) employees, effective January 1, 2001, through December 31, 2001, for a fee of \$470.06 per employee per month.

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CN 95004.1 - Ratify - Amend - With Blue Cross of California - California Care for eligible District employees and dependents and Associated Student Body (ASB) employees, effective January 1, 2002, through June 30, 2003, for a fee of \$540.86 per employee per month.

CN 95011.1 - With Student Insurance, to provide accident insurance for students, effective September 1, 2002, through August 31, 2003, for the amount of \$91,486.

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> |
|----------------------------|---------------|---------------------|-------------------|--------------|
| Foster & Kinship | PCC | Workshops & Classes | FF101, Trailer 1 | 6/4-12/10/02 |
| Connie Mack Baseball | LAC | Tournament | Baseball Field | 7/3-7/6/02 |
| So. Cal Dance Academy | PCC | Recital | Dyer Hall | 7/12/02 |
| MAPP | PCC | Workshops & Classes | FF101, Trailer 1 | 7/22-8/28/02 |
| Cars Net | LAC | Used Car Sale | Stadium | 8/2-8/4/02 |
| Steven Lippman Photography | LAC | Still Photo Shoot | Stadium | 8/5/02 |

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> |
|-----------------------------|---------------|--------------------|-------------------|---------------------------|
| LDSSA Institute of Religion | LAC | Parking | Parking Lot M | Wednesdays 6/4-8/13/02 |
| Upward Bound | PCC | Training | Student Center | 6/24-6/26/02 |
| LBCC Women's Soccer | LAC | Workshop | Stadium | M-W-F 7/1-7/31/02 |
| Irwin Industries | PCC | Training | MM121 | 7/9-7/12/02 |
| LBCC Men's Volleyball | LAC | High School League | Small Gym | 7/11,7/18, 7/25/02 |

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| <u>Organization</u> | <u>Campus</u> | <u>Event</u> | <u>Facilities</u> | <u>Date</u> |
|-----------------------------|---------------|-----------------|-------------------|------------------------------|
| American Legion Baseball | LAC | Tournament | Baseball Field | 7/20-7/26/02 |
| EOPS | LAC | Orientation | C101 | 1 Sat/month 7/27-12/14/02 |
| Lakewood Pop Warner | LAC | Practice | Golf Mall (north) | 7/29-8/31/02 |
| LBCC Men's Basketball | LAC | Workout Camp | Large Gym | 7/29-8/2/02 |
| LBCC Men's Baseball | LAC | Baseball Camp | Baseball Field | 8/1-8/3/02 |
| Junior Exchange | LAC | Soccer Match | Golf Mall | 8/3-8/5/02 |
| LB Fire Dept. | LAC | Basketball Game | Large Gym | 8/16/02 |
| EOP&S | PCC | Orientation | Dyer Hall | 1 Sat/month 8/17-12/7/02 |

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

Use of Facilities

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> |
|----------------------------|---------------|----------------|-------------------|---------------------------------|
| Calif. Quakes Football | LAC | Football Games | Stadium | 8/29,9/21,10/5 10/12,11/2/02 |
| American Cancer Society | LAC | Auto Auction | Stadium | 11/9/02 |
| Bellflower USD | LAC | Fitness Games | Stadium | 1/24/03 |

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

Rejection of Claims

Reject the claim presented by attorney John F. Loggins on behalf of his client, Eric Williams, with regard to an incident which occurred at the Pacific Coast Campus on February 11, 2002.

Reject the claim presented by attorney Thomas D. Rothstein on behalf of his client, Hitaf Adlouni, with regard to an incident that occurred at the Liberal Arts Campus on May 20, 2002.

Destruction of Records

That the Board of Trustees authorize the Vice President, Administrative Services, to provide for the destruction of Fiscal Operations records in accordance with the procedures set forth in Board Policy 2007 and Sections 59020-59028 of Title V of the California Code of regulations. Records microfilmed and ready to be destroyed. Accounts Payable warrant copies for the fiscal year 1991-92.

Institutional Memberships

That the Board approve additions to the Institutional Membership List as follows:

| <u>Name</u> | <u>Amount</u> |
|--|---------------|
| California State Refugee Forum (Paid with RITE program funds) | \$ 50 |
| Refugee Forum of Los Angeles (Paid with RAP program funds) | \$ 50 |

Approval of Partnership for Excellence Survey of Local Investments

That the Board of Trustees approve the Partnership for Excellence Survey of Local Investments Report for Fiscal Year 2001-2002.

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

The motion carried, all voting aye.

Vice President McNinch: We have pulled 5.1 and Dr. Byrd will speak to that. Dr. Byrd, will you please proceed?

Vice President Byrd: Page 17 of 18, Change of Assignment - Contract - Ruben Page, from 100% Counselor, Effective 7/12/00, to - that should be amended to read: 100% Coordinator, Transfer Center, Effective 8/1/02.

It was moved by Member Clark, seconded by Member Polsky, that item 5.1 on the Consent Agenda, as amended, be approved and authorized.

The motion carried, all voting aye.

HUMAN RESOURCES

Resolution, College Police and Safety Services

Vic Collins: It is with pleasure that we put before you tonight, and ask your approval of the Resolution that would allow the District to execute two different steps in a process that we've begun informally. What we've done in the past is we've begun discussions with both the City of Long Beach Police Department and the L. A. County Sheriff's Office to engage in conversations about taking over the college's police and safety matters. That has gone on and we've gotten some very favorable information in terms of the Police Department from Long Beach, and this resolution would allow the District to

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proceed with more formal and official discussions with the City to see if we can't execute a contractual agreement for providing those services.

Simultaneous to that, the District would also be engaging in negotiations with the Police Officers Association as a representative of our Police Department personnel to engage in discussions that would allow this type of transition. At this point in time, I say it's a pleasure to look at this situation in that the interest of three different groups we believe may be able to be accommodated by this change.

From the District standpoint, we have elevated from a security department to a full fledged POST-certified department, approximately three years ago, thus improving our police services. And, in looking at the need for continuing services, there are some things that can be accomplished to the benefit of the District and, in looking at things like insurance, we can help reduce some of our expenditures and, with the next couple years' economic picture being what it is, the savings are an important part of things. In addition to that, this move may allow us to sustain an excellent police force that we have with good competent professionals continuing to do the police and safety services.

It also allows the City to accomplish some things in terms of having a police department representation for different jurisdictions within the City, including what we do here, rather than having parallel POST-certified departments. They would also be able to benefit from the professional staff that we do have, assuming that we can make the transition, and we also believe the City will have other advantages in terms of both the growth of our personnel plus the services that can be offered in standardizing some of their police services.

The third group that we believe will benefit from this will be our own employees. Again, we have officers working with us that have gone through the POST training and been certified through that police process and they have requested that the Board consider the next step of their advancement in terms of the situation of being allowed to carry weapons and continue with their police powers. Through this situation, if the transition is made to the Police Department, that goal can be accomplished and the City would be able to handle that training and make their training consistent with any other police officer's that would be working within the city limits.

Again, what we're asking the Board to do tonight is pass a resolution to allow us to engage in those discussions more directly than what we have in the past. This is not a decision that we will make this changeover. It is not a commitment to do that now or in the future. It's a commitment to look at and explore with both parties the benefits of doing this situation, making that transition, so I urge your approval of the resolution tonight.

It was moved by Member Polsky, seconded by Member Clark, that the Board of Trustees approve Resolution No. 082702F for College Police personnel. This Resolution authorizes the District administration to continue a feasibility study of obtaining police and safety services through the City of Long Beach Police Department. It further authorizes the District administration to engage in collective bargaining with the Police Officer Association (POA), the employee representative organization for police officer bargaining unit personnel, regarding this matter.

Member Clark: I think, as you indicate, Vic, it has the opportunity of being a win-win-win situation. I think there's probably more opportunity to integrate with the City than possibly with the County, in that we're within their jurisdiction. But, of course, the County is a possibility. I think it has some real merit and is well worth looking into.

Vice President McNinch: Thank you. Any further discussion?

Member Polsky: Again, I was just saying to Jan, it's a win-win.

Vice President McNinch: It is. Yes, and our men seem to want us to go in that direction.

The motion carried, all voting aye.

ACADEMIC SENATE (Title 5, Section 53203)

Steve Wallech read the following resolution:

ACADEMIC SENATE RESOLUTION 38:1

TO HONOR FRANCES SHELBY

Introduced & Approved on August 23, 2002

WHEREAS Frances Shelby has established a yearly Faculty Professional Development Program that has become an accepted and cherished event at LBCC, and

WHEREAS Frances Shelby has served as Faculty Professional Development Coordinator during a time when the college has hired more than 50% of our current number of colleagues, and has guided these new coworkers into valuable roles where they can mature into senior members of the certificated staff, and

WHEREAS Frances Shelby has converted Flex Days from something lamented as "lost instructional time" into a set of enriching personal, intellectual, and professional experiences, and

WHEREAS Frances Shelby has used her mastery of social graces and personal charm to involve numerous people in LBCC's mentoring programs, flex activities, various committees and subcommittees, and

WHEREAS Frances Shelby has, on countless occasions, served the Academic Senate as a principal recruiter of new faces onto Planning, Senate, and College Committees, and

WHEREAS Frances Shelby has always quietly, effectively, and diligently added her knowledge and insight to the various committees that she has attended by speaking with a powerful and fresh voice that invariably added significant information, which regularly changed the direction of the discussion underway, and

WHEREAS Frances Shelby combined a creative, nurturing, and intuitive brilliance that allowed her to penetrate to the heart of complex issues, and

WHEREAS Frances Shelby used her capacity for clear perception to find solutions to complex governance problems where Senate responsibilities over academic and professional matters were concerned; therefore

BE IT RESOLVED that the Academic Senate acknowledge the priceless value of Frances' contributions to LBCC.

BE IT FURTHER RESOLVED that the Academic Senate recognizes Frances for her charismatic role as a key member of the Academic Senate and Academic Senate Executive Committee as well as a full-time faculty member.

BE IT FINALLY RESOLVED that the Academic Senate wishes Frances a long, happy, and fulfilling retirement.

SUPERINTENDENT-PRESIDENT

Superintendent-President's Report

Superintendent-President Kehoe: I'd like to join Steve in telling Frances of my great appreciation for what she has done, because it has been my pleasure to serve as co-chair with Frances on the New Teachers' Orientation and I can't think of anybody that I would rather have co-chaired any event with than Frances because she is, indeed, very competent. She is very sensitive to the needs of the new faculty, and certainly, has helped us to develop the Faculty Mentoring Program which I think is so important to making our new faculty feel at home. So, along with her co-workers, she has put together an exemplary New Faculty Orientation and it certainly it has been a pleasure to work with her. So, thank you very much, Frances.

I have a few other things to mention to you. It's a pleasure to inform you that Dean Hopkins, who is in our audience tonight, has been elected to serve on the statewide Community College Public Relations Organization's, known as CCPRO, Board of Directors for 2002-2003, as Second Vice President, which is quite an honor for the district. So, congratulations to Dean. (applause)

And we've been very fortunate that, in addition to Dean, Dale Ruhe has also been named to CCPRO's Board of Directors, so we're very proud of our Public Information and Marketing Staff.

I also have a very nice letter from the City of Signal Hill's Chief of Police, Donald Pederson, commending the Long Beach Community College District Officer Olga Castillo, for assisting in locating and detaining a suspect in an arrest. She did assist the Signal Hill Police Department and we're very proud of Olga and what she did.

I also received another letter from John Grindle, who is the Interim President of Cerritos College, and Cerritos is commending us through John for our 75th Anniversary.

It is my great pleasure to introduce, for a short presentation, James Robbins. You have approved Robbins, Jorgensen, Christopher as our Program Managers for the bond and they will be assisting us in putting together the process for taking down buildings, which projects will be first, sequencing them. They will be working with an Advisory Committee of our Facilities Planning Committee, as a central core, that will be supplemented by individuals who I believe have been appointed by the Academic Senate. We have selected, also, administrators to be on that committee and we will be looking at appointing some of our neighbors in the community from both PCC and LAC to serve on this Advisory Committee to assist in program managing. With that, I'd like to introduce you to James Robbins, a principal in Robbins, Jorgensen, Christopher.

Mr. Robbins gave a PowerPoint presentation which highlighted the following:

Examples of projects they have worked on at: Coast Community College District, LA Harbor College, California State University Los Angeles, Palomar College, Cal State Fullerton, University of California San Diego, California State University San Marcos, Cal Poly Pomona, University of California Irvine and San Diego State University.

He outlined the following processes they would be using:

Analysis

- Review land use and circulation
- Review current space
- Evaluate program plans/growth/efficiency
- Confirm educational specifications

Investigation

- Discover planning strengths and improvement opportunities
- Investigate facilities to be renovated
- Investigate utility infrastructure
- Develop existing conditions report

Interaction

- Conduct user workshops and interviews
- Develop needs assessment
- Develop an information management strategy
- Determine space allocations

The Partnership Process

| | |
|--------------------|---------------------------------|
| Your vision | Establish goals |
| Facts | Meet with groups chosen by LBCC |
| Concepts | Acknowledge all views |
| Needs | Discover opportunities |
| Space requirements | Identify commonly held values |
| Project budget | Set priorities |
| | Distill information |
| | Accommodate constraints |

Synthesis

- Create land use plan
- Develop room specifications
- Develop conceptual space plans
- Identify alternatives for program implementation
- Determine conceptual costs
- Finalize program document

Implementation

- Phasing of development
- Transition planning
- Surge space utilization
- Budget development

Chronology of construction
Relocation plan
Community visibility

He also provided a sample of a Cash Flow Forecast Schedule that they would be providing.

Member Clark: Are you doing basically a Master Plan of this campus as well as PCC that might go beyond our existing bond issue.

Mr. Robbins: I don't believe that our final scope of work has been determined, but I believe the work here is focused on the bond issue itself.

Vice President Oakley: I may be able to answer that, Dr. Clark. We certainly have the bond issue to consider, but there are other construction dollars that are available to the college or that may be available to the college in the future if the state bond passes, so we will be incorporating those into the scope of what they do to ensure that whatever money we have for construction is appropriated to the overall plan.

Member Clark: Then this would be, basically, the Master Plan for both campuses. Would you be looking at locations for new buildings?

Mr. Robbins: Yes.

Member Clark: And then as I understand it, you're going to order the projects, as to the order that they will be done: This is Project One, Two, Three.

Mr. Robbins: Yes, but I would like to emphasize that we don't retreat to the mountain top and then come back divinely inspired. We like to work in a collaborative way and we like to think that we're doing that in conjunction with our clients. But, yes, that's the outcome.

Member Clark: So you're going to produce, let's say, Building X is going to be renovated. Are you producing drawings in sufficient detail that we could then.....

Mr. Robbins: No, that would be additional, outside.....

Member Clark: I'm trying to determine what you're doing for us. When you're finished, what will we have and what your particular part is in this process.

Mr. Robbins: Our part in the process is to provide an overall vision, to establish priorities, to try to match up challenges and goals with the resources you have so you can begin to develop the kind of timetable for bonds that Lisalee was talking about, and that would involve some cost estimating of projects that are identified, but it would stop short of developing complete architectural documents.

Member Clark: No, I realize you wouldn't have the complete, but whether they would be in the form of estimating or something of that sort.

Mr. Robbins: I think it's still going to be on a conceptual level.

Vice President Oakley: Dr. Clark, we would expect that if we're going to build Building X, we know where we're going to build it, we know what kind of full square footage that building is going to have, what types of things that will happen in that building, and try to get as much information that is available so that when it's handed over to an architect, they know exactly what they need to design for that building. They will have to do additional work, but we'll have a good idea of exactly what projects we need, when they can happen, what sequence we would have to relieve the students of any inconvenience, and proceed from there; and also to establish a general budget. This will impact on how we issue the bonds so we can establish a cash flow analysis in terms of what kind of money we need at one time.

Member Clark: So, with the different projects, what you're going to be looking at is an integrated plan, so that we don't just build a building; you have a theme where there's a vision for the total campus.

Mr. Robbins: Right. One of the real concerns we always have in a campus setting is that budgets get funded individually, and so the spaces between those buildings often are underconsidered. And, in fact, in Southern California, those outdoor spaces and spaces between buildings may be more important than the buildings themselves. The places that we love are usually the places where those exterior spaces are very well considered. So, we will be trying to give an overall vision...

Member Clark: As to what those open spaces are.

Mr. Robbins: Right.

Superintendent-President Kehoe: Dr. Clark. May I also add, having been in on the interview panel for the project planners, that during this process they work with the district and the district committee to set parameters for the architects. So, I know that the architecture here at LAC is very beloved, as well as PCC, and they can set parameters with us for the architects. So, that plus specifications, something as simple as paint specifications, those kinds of things, can be set during the planning process, so we have a complete package to give to the architects.

Member Clark: I think it would be well to have them come back, once they're reasonably along, looking for input.

Mr. Robbins: Yes. We're hoping maybe we can corral some of you into the community workshop process.

Vice President McNinch: That would be great. At this time, I'd also like to ask Cathy Crane-McCoy and Steve Wallech -- Steve, you, on Opening Day, expressed a distrust in

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the Trustees and our ability to oversee the bond issue, so, would you please, at this time, ask any questions of the gentleman at the stand so any of your feelings of insecurity might be resolved. I would appreciate that.

Steve Wallech: First of all, I'd like to correct a misperception. I did not express any distrust in the Board of Trustees.

Vice President McNinch: I heard you say, "I have learned to distrust the Trustees." I was in the room, and it was when some discussion was being carried on about the bond issue, so this would be your chance to clear up anything that might have prompted that.

Steve Wallech: I don't recall ever saying that.

Vice President McNinch: Ok, then you're very comfortable with what we're doing?

Steve Wallech: Yes. I supported the bond issue when it came out.

Vice President McNinch: Cathy, you're also comfortable with what we're doing?

Cathy Crane-McCoy: Absolutely.

Vice President McNinch: Ok, thank you. That's all. I just wanted to make sure that input was gathered and everyone is comfortable with where we're going and supportive of what we're doing.

Mr. Robbins: Well, again, I just want to reaffirm that we're honest brokers. I hope that we get a chance to earn that respect. We work in a broad range of communities and we've worked in communities where maybe people had a reason to suspect each other.

Vice President McNinch: I think it sounds great and very open.

Mr. Robbins: To us, if the work doesn't have a certain joy in it...

Vice President McNinch: Then why bother.

Mr. Robbins: Yes. This isn't practice. This is life. We are blessed and lucky to be able to do something that we really enjoy doing. I think this is such a great opportunity - \$176 million - this is a legacy, not just to the next generation, but to the next century of education. Again, we're optimistic. The people that will show up at workshops are the people that care about that. And because they care, they recognize -- our experience has been that, if compromises are made and if they're not explained or understood, then it's a matter of, "they" did this to "us." If the same compromises are made and the same people are in the room and they make those decisions together, because everything in life is a compromise, then, they can become ambassadors and they will go out to their constituent groups and sell the project.

Member Clark: I think this is a wonderful opportunity. I'm thinking that I went to City College a few years ago, and now to have a chance to be basically part of something, it's extremely rewarding. But we have to do it well and we have to get involved the community and of course the campus and get everybody working at it, knowing that there are compromises. It's very exciting.

Vice President McNinch: I love the idea of community workshops. I think that's really going to make stakeholders of each and every person that supported the bond issue.

Mr. Robbins: We're really going to do our best in that regard. Again, it's thrilling to us. We've worked all our lives to get the jobs that we're doing right now and it's a great experience.

Vice President McNinch: We're glad to have you here. Thank you very much.

Superintendent-President Kehoe: Madam Chairman. Since this is still my report. I want to thank Mr. Robbins for coming and I also want to say that one of the things that impressed all of us that interviewed the planners was their willingness to work with us, knowing that we are exemplary in planning; so all of the work that our people have done in the educational master planning will not be set aside, but will be incorporated into what they are doing. I just want to reassure people that have spent the last five years working on plans, that those will be incorporated and will be used. We were very comfortable with their firm because they acknowledge that. So, thank you for coming and we really appreciate your approach.

Mr. Robbins: Thank you very much.

Superintendent-President Kehoe: That's the end of my report.

ACADEMIC AFFAIRS

No Report

STUDENT SUPPORT, PLANNING AND RESEARCH

No Report

ADMINISTRATIVE SERVICES

No Report

PACIFIC COAST CAMPUS

No Report

ECONOMIC AND RESOURCE DEVELOPMENT

No Report

ACADEMIC SENATE

No Report

TRUSTEES COMMUNICATIONS

Vice President McNinch: One thing I would like to mention is I would like to thank the Student Body for having their blood drive on September 11. I think that's extremely important.

The Board of Trustees has been invited to a dedication of a sculpture by the City of Signal Hill, to commemorate September 11. Our college is partnering with the Long Beach *Press-Telegram* to present a program at 7:00 p.m., in our auditorium on September 11, which will include Dr. Gary Scott and his Civil War Band. The entire community is invited to attend. There is, of course, no charge. We are thrilled with this opportunity and the *Press Telegram* is thrilled with Dr. Kehoe and her team for their cooperation in this effort.

NEW BUSINESS

Vice President McNinch: We will have a study session on September 24. It will be an update on the PeopleSoft implementation and an update on the Accreditation Team Visit.

FUTURE REPORTS

Vice President McNinch: September 10, Report on Option to Broadcast Board Meetings; October 15, update on Title V, HSI Grant; October 15, Update on Bond Process; November 12, Report from the Eligibility of a Two-College District Committee.

PUBLIC COMMENTS (NON-AGENDA ITEMS)

Vice President McNinch: 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 was no response.

Vice President McNinch: Hearing none, I will entertain a motion for adjournment.

Superintendent-President Kehoe: Madam Chairman, before you adjourn, on No. 17, which is New Business, the September 24 meeting is a study session on PeopleSoft implementation as well as the Accreditation Team Visit, which will be occurring the first week in October. Linda Umbdenstock and her cohorts will be giving us a review of that for the Visit.

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ADJOURNMENT

Vice President McNinch adjourned the meeting at 6:55 p.m. The next regular meeting of the Board of Trustees will be held on September 10, 2002. The first order of business will be adjournment to a closed session, as needed. The Board will reconvene in open session at 5:00 p.m. in Building I, Liberal Arts Campus.

Assistant Secretary