

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

**Minutes of Meeting of
September 24, 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 September 24, 2002.

CALL TO ORDER

The meeting was called to order at 4:30 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 5:10 p.m., in the Board Room, Building I, Liberal Arts Campus. President Uranga reported that, in closed session, no action was taken.

PLEDGE OF ALLEGIANCE

Mr. Eloy Oakley, Vice President, Administrative Services, led the Pledge of Allegiance.

ROLL CALL

Present: President Uranga, Vice President McNinch, Member Clark, Member Kellogg, Member Polsky, Student Trustee Washington. (Member Kellogg left the meeting at 6:20 p.m.)

WELCOME AND INTRODUCTIONS

President Uranga: This is a special meeting that we have here tonight. After two years of valiant efforts to get a bond issue placed on the ballot and passed for Long Beach City College, and getting an Oversight Committee, we're here this evening to embark on a great journey in making this college the best it can possibly be. I'd like to introduce Lou Anne Bynum, Vice President of Economic Development, to make some introductions.

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Lou Anne Bynum: Good evening President Uranga, members of the Board, Dr. Kehoe and guests.

John Tortarolo, Director of Human Resources and I are pleased to introduce to you tonight a dedicated group of community leaders and volunteers who are working with the District on fulfilling the citizens' oversight requirements of Prop 39.

Our recently passed \$176 million renovation and construction bond, Measure E, falls under the guidelines of Proposition 39 which requires that a Citizens' Oversight Committee be appointed to "inform the public concerning the expenditures of bond revenues." This committee consists of a minimum of seven members representing a number of community constituencies.

Mr. Tortarolo will introduce the members of the Citizens' Oversight Committee in a moment, but first let me briefly describe to you how we arrived at this point in time.

In preparation for appointment to this committee, the Board established a Selection Committee to make recommendations to the Board for the Oversight Committee.

The Oversight Committee is an important step in our Bond process and a selection recommendation procedure like this is not always easy. Under the able guidance of co-chairs Rear Admiral John Higginson and Judge Tom Thompson, the Selection Committee carefully reviewed applications and developed for the Board a recommended slate of representative and capable community members for the Oversight Committee. As a liaison and support person to the Selection Committee, I can tell you that this process was marked by a very high degree of professionalism, integrity and commitment to the task.

It is my pleasure tonight to introduce our first group, the Selection Committee members.

Would you please stand as I call your name?

(Those present were: John Higginson, Angelica Torres, Liz Miramontes and Gary Burroughs)

CO-CHAIRS

John Higginson

Rear Admiral John Higginson (U.S. Navy Retired) has been the President and CEO of American Gold Star Manor for over seven years. Prior to this, he served 34 distinguished years in the US Navy. In his last assignment, Admiral Higginson was the only Navy Flag officer in the LB/LA area, responsible for 17K active duty personnel and 38 ships in Long Beach.

He has served on over 20 boards in our community in the past and currently sits on ten boards including St. Mary Medical Center, Healthy Kids Coalition and LBCC Foundation Executive Committee.

Judge Thomas Thompson

Judge Thomas Thompson (Retired) is currently an independent consultant/legal advisor. Judge Thompson served as a Municipal Court Judge for the State of Calif. and Deputy County Supervisor for the County of LA. He also taught at a number of colleges and universities including the Boalt Hall College of Law at the University of Calif. at Berkeley. Judge Thompson served as Personnel Commissioner for Long Beach City College from 1996-1998 and is involved in a number of community boards and organizations.

COMMITTEE MEMBERS

Gary L. Burroughs, CPA.

Mr. Burroughs is the Auditor for the City of Long Beach. This includes the management and coordination of all financial audits of the city and performance audits of the city's agencies and the City Council. Mr. Burroughs is currently a member of the American Institute of Certified Public Accountants, National Association of Local Government Auditors, Municipal Finance Officers Association and is involved in the Rotary Club of Long Beach, Long Beach Chamber of Commerce, and St. Mary Medical Center Foundation, and Long Beach Strategic Marketing, Inc.

Elizabeth Miramontes

Liz Miramontes is currently the Business Services representative to the City of Long Beach Seventh District Council Member Tonia Reyes Uranga. As such she is liaison to the business community and oversees community relations and special projects. Ms. Miramontes is president-owner of EJM consultants and has either directed or provided consulting expertise to the LB Regional Arts Foundation, the Robert Gumbiner Foundation and the Boy Scouts of America. She founded the LB Children's Museum which is affiliated with the LB Latino Leadership Council and the LB Non-Profit Partnership.

Wayne Piercy

Mr. Piercy started off on the Lakewood City Council from 1972 to 1976 and has been serving in the same capacity since 1986, also serving three terms as Mayor. In addition to his public service, Mr. Piercy was a Long Beach high school principal before his retirement and received the California Educator Award in 1990 for his distinguished career in high school administration. He is currently a member and chair of a number of boards in the community.

Angelica Torres

Angelica Torres is a past Student Trustee while in the LBCC. She was in the Honor's Program and Associated Student Body Council and served on the Educational Services Advisory for the Community College League of California. She was also a member of the Citizen's of Long Beach Steering Committee for passage of Measure E. Ms. Torres is currently studying international business and Business Administration at CSULB, but you can see that we always pull our good ones back to help us out.

Bob Torrez

Bob Torrez is Chief Financial Officer and Director of the Department of Financial Management for the City of Long Beach which includes planning and directing the citywide budget and management of the City's investment portfolio. He is involved in strategic planning and the negotiation and financing of major City developments such as the Queens Way Bay. In addition, Mr. Torrez is involved in statewide fiscal and retirement issues including legislative development and advocacy.

John Tortarolo introduced the members of the Citizens' Oversight Committee. **(Those present were: Debra Ann Williamson, Gary Cooper, Sherri Ortman, Angel Perea, J.C. Squires, Bill Marmion, Gary Westling)**

Local Business Community

Debra Ann Williamson is a self-employed Certified Public Accountant who has served the Long Beach community for the past 16 years. Ms. Williamson is affiliated with the Long Beach Chamber of Commerce, has been actively involved with the Long Beach Division of the American Heart Association as the Chairman of the Board, and has been both Secretary and Treasurer of the Women's Council through the Chamber of Commerce.

Senior Citizens' Organization

Gary J. Cooper has been active in the Long Beach business community and as a leader of community support organizations for decades. Mr. Cooper is chairperson of the Long Beach Police Motor Patrol, chairperson of the Citizens' Police Complaint Commission, a former board member of the Long Beach City College Foundation and a current member of its Board of Governors. Mr. Cooper is currently active as a senior citizen advisor to various organizations in the city.

Student Support Group

Caesar Armando Menez is the current Associated Student Body President of Long Beach City College. Mr. Menez has served in the Associated Men Student organization, and was a student volunteer who worked for the passage of Measure E.

Support Organization for the College

Patricia L. Lofland is both a former Trustee and President of the Board of Trustees, of the Long Beach Community College District. Currently, Ms. Lofland is a member of the Long Beach City College Foundation, and actively supports the college through her sponsorship of student scholarships. In addition, Ms. Lofland has volunteered extensively in the Long Beach community for the last thirty-five years.

Bona fide Taxpayers Organization

Sherri Ortman is a member of the Lakewood Village Neighborhood Association, serving as both a founding Director of the Association and on six residents' committees that address the issues and concerns of the Lakewood Village community. Ms. Ortman has been liaison between the Association and Long Beach City College, as well as a liaison

with Long Beach City Council members and their staffs. Ms. Ortman is also a past chairperson of the Homeless Outreach Program of the Junior League of Long Beach.

Community at Large

J. C. Squires is a lifelong resident of Long Beach. A graduate of Jordan High School and California State University, Long Beach, he has been the Long Beach Assistant City Auditor since 1996. Mr. Squires has lived in Lakewood Village since 1991, and is a member of the Lakewood Village Neighborhood Association. In addition to experience in government operations and business practices, he has been an active participant in professional and community organizations including the American Institute of Certified Public Accountants, the National Association of Local Government Auditors, St. Mary Medical Center Board of Trustees, and the Downtown Lions Club.

Angel J. Perea has been a resident of the City of Long Beach since 1966. Mr. Perea has received degrees and credentials from Oregon State University; University of the Pacific; University of Southern California; California State University, Long Beach; and Santa Monica Community College, and is currently a Dean at Los Angeles Trade Technical College. Mr. Perea has an extensive background in education and community service in the Los Angeles area, has had previous experience serving on various community boards and has had direct leadership experience in working with public schools, universities and community colleges.

Daniel J. Lowenthal is Deputy City Attorney for the City of Los Angeles, and a lifelong resident of Long Beach. Mr. Lowenthal received his BA from the University of California at Santa Barbara, and his Juris Doctorate from Cornell University School of Law. Prior to his service with the City of Los Angeles, he was in private law practice and conducted collective bargaining on behalf of public employee associations, as well as representing public employees in various proceedings. He has been a commissioner on the Citizen Police Complaint Commission since 2000, and taught at-risk children in the First Impressions Project from 1995 – 2001.

William Howard Marmion has had extensive experience in community service for various Long Beach organizations as well as Long Beach City College. Dr. Marmion has served on the Long Beach Recreation Commission (President), LBS Financial Credit Union (Loan Committee), Miller Foundation (Director), St. Mary Medical Center (Trustee and Foundation Director), Long Beach Rotary Scholarship Foundation (President), and St. Mathew's Church (Parish Finance Council President). Dr. Marmion has also served as Past President of the Long Beach City College Foundation, and is currently on the Executive Board of the Foundation.

Brian K. Tran is currently a student at Long Beach City College. Mr. Tran is a member of the Associated Men Students at Long Beach City College, is one of the college's President's Ambassadors, and is a member of the Junior Exchange Club, which is a Long Beach City College men's social service club.

William Gary Westling attended Long Beach City College as a student, and has been an active alumni supporter of the college ever since. Mr. Westling received a BA in

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construction management from California State University, Long Beach in 1984, and has over 18 years of experience in construction management and general contracting. He has been a member of the Athletic Associates of the Long Beach City College Foundation since 1989 (President in 1994-95), and has extensive knowledge of building design, bidding, city/municipal construction financing, fast track technology projects, financial and accounting reporting, and multi-project management.

(The meeting was adjourned at 5:25 p.m. to a reception in honor of the committee members.)

(The meeting was reconvened at 6:00 p.m.)

APPROVAL OF MINUTES

President Uranga: Is there a motion for approval of the minutes of August 27, 2002, and September 10, 2002?

It was moved by Member McNinch, seconded by Member Kellogg, that the minutes of the meeting of August 27, 2002, be approved as distributed. The motion carried, with Members Clark, Kellogg, McNinch and Polsky, voting aye, and President Uranga abstaining since he was not in attendance at that meeting.

It was moved by Member McNinch, seconded by Member Kellogg, that the minutes of the meeting of September 10, 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.

PUBLIC COMMENTS

Opportunity will be given to citizens 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.

The time limits are five minutes for items appearing on the agenda and three minutes for items not appearing on the agenda. The time limits may be extended with approval of the Board. Action may not be taken on items not appearing on the agenda. After receiving testimony, the Board may recommend placing such item(s) on the agenda of a future meeting or referring the items to staff for a report. (There were no comments)

REPORT OF BOARD OF TRUSTEES

Committee Reports

Member McNinch: As an attendee to the Association of Community College Trustees conference, I serve on the Diversity Committee and the Member Communications Committee. Tom Clark serves on the Governance and Bylaws Committee. Roberto

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Uranga was elected as President of the Association of Latino Community College Trustees, and I would like to ask for a consensus of the Board for Joan to prepare a letter for those of us who wish to continue serving. ACCT requires that the Board support our participation in the national committee levels, and Tom has indicated that he would like to continue and I certainly would like to continue.

President Uranga: Jeff, do you have an interest in any ACCT committee? Trudy?

Member McNinch: There are four committees: Governance and Bylaws, Member Communications, Budget and Finance, and Diversity.

Member Clark: For Diversity you have to be elected.

Member McNinch: No. You can be appointed as an Associate.

Member Polsky: How many times a year do they meet?

President Uranga: You have to be able to attend three meetings. The Legislative Seminar in Washington, DC, which is in February; the regional committee meetings which are usually the summer, in June; and the national, which is usually September or October. That's when they meet.

Member Polsky: I could go to two. I don't know if I want to go to D.C. again. Is there one you think I could serve on?

Member Clark: This is just to apply.

President Uranga: You apply and then they review applications and the President of the Board makes a selection.

Member Polsky: All right. That's fine. It's probably not a bad idea to put more Board members from our college in, whether we get it or not.

President Uranga: Good visibility. I also want to mention that Dianne did work on the conference. She was a conference evaluator throughout the conference and I was an elections monitor, counting ballots for the election of the President and I'll let you make that announcement -- who is our president for the national association.

Member McNinch: I brought with me, for those of you who are interested, the *Black Issues in Higher Education*. For ACCT we have, for the first time, a minority woman who was elected President and Brenda Knight is from Oakland and she has served on the Board one year longer than I have. However, the minority women were looking for the right candidate. A bright, savvy woman who could handle this position. And Brenda came along and she went right to the top without skipping a beat and she is a delightful lady. She is very well-spoken and will represent the Association of Community College Trustees very well.

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Member Polsky: I would like to add something to this discussion, and I don't know if we should send this out from the school or whether the official evaluator should send this message. At this last conference we went to in Pennsylvania I was kind of upset because I went up Tuesday and the conference is supposed to start Wednesday and I know Dianne went up Monday. They have these committees two days before the conference starts, which is one of the reasons I'm not so anxious to be on a committee. You're stuck there for two days. I went up Tuesday; you get there late in the evening and the conference is supposed to start Wednesday. Well, guess what, there wasn't anything Wednesday. Roberto and I kept bumping into each other. It's like, "What do we do?" It's such a waste. Those conferences could be handled, Thursday, Friday, Saturday.

Member McNinch: I'll make a note of that. I still have my evaluation to send in.

President Uranga: One thing I can say about that is, for example, in my committee, the Finance and Audit Committee, when we are meeting we are evaluating the organization's budget and we're making decisions as to expenditures and reviewing the stability of the organization as a whole and that report needs to be prepared prior to the ACCT Board meeting which meets on Thursday. So, the reason that I'm there on the Tuesday before the start of the conference on Wednesday night, is to give staff that opportunity to review the minutes of that committee to present them to the full ACCT board. So I can see that. However, there's got to be a better way. I agree with the general concept.

Member McNinch: Also, the chair of each committee is on the Board and on Wednesday the Board itself has many meetings and they have things that they do -- the national Board prior to the Wednesday start.

Member Polsky: But I think they could do a much better job consolidating. Maybe hold some of the committee meetings in the morning....

President Uranga: Yes, they can. You can always streamline it.

Member McNinch: I'll forward that.

Superintendent-President Kehoe: Just as a point of information. Right now, we have three Californians who are presidents of the three major national organizations. Along with Brenda Knight, we have Dr. Pam Fisher who is the AACC President. She is the Chancellor of the Yosemite District, and Dr. Augie Gallego, who is the Chancellor of San Diego, who is the American Council on Education President. We are very fortunate in California to have that kind of visibility on the Federal government level right now.

Member Kellogg: Just very briefly. I'm trying to catch up to understand all of the different organizations there are. While you were back in Philadelphia, I was at one for the Community College League and I was fortunate to be put on the Advisory Committee on Legislation. Actually, the former chair was Dr. Kehoe. They deal with state and federal issues. It was held up in Sacramento. As far as efficiency, you fly in, the meeting is actually right there at the airport and it was very interesting for me; also very informative. The issues that are facing other colleges throughout the state are the same

ones we have and that's financial and budgetary items. There is also, of course, this new Master Plan with the State of California that is going through the works right now. The plan has been finalized and now it's going through the process and there are some questions there as well. As I meet with this committee three times annually I will hopefully come back with some recommendations or ideas. It was a very good group, enjoyable to work with and again, we deal strictly with state and federal legislation, with the emphasis on the statewide issues. I thank you for recommending me to the group and, hopefully, I didn't embarrass my colleagues at the college too much. I'll have more to report on some of the items that will be coming forth with the State of California.

The following items were part of the Consent Agenda

HUMAN RESOURCES (Academic)

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

None

HUMAN RESOURCES (Classified)

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

APPOINTMENTS

Permanent 1

SEPARATION FROM EMPLOYMENT

Layoff 1

Resolution, Reduction of Classified Service, 2002-2003

That the Board of Trustees adopt Resolution No. 092402, Reduction of Classified Service, 2002-2003, to eliminate the classification of Pool Operator (a single position classification) and initiate layoff action for the incumbent classified employee.

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. 4065 for the period of August 19, 2002, through September 6, 2002, in the amount of \$461,681.42 as listed.

FACILITIES

None

ACADEMIC AFFAIRS, STUDENT SUPPORT AND ADMINISTRATIVE SERVICES

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

Agreements

CN 92975.4 - Ratify - Amend - With PeopleSoft, for additional fees required to cover unpaid sales tax for maintenance materials on original agreement in the amount of \$15,120, and sales tax for purchase of four internet applications for Student Services on current amendment to the agreement in the amount of \$10,533.79, for a total one-time amount of \$25,653.79.

CN 93024.3 - Ratify - Amend - With 3950 Paramount Investors, L. P., formerly Satsuma Investments, Inc., to provide rental of the Wing office for Economic Development, for name change only, effective April 10, 2002.

CN 93065.5 - Ratify - Amend - With Long Beach Unified School District - Head Start, for Long Beach Community College District to provide classes for Head Start parents, to extend the termination date from June 30, 2002, to June 30, 2003. Amount of funding is \$19,500.

CN 93066.4 - Ratify - Amend - With Lupe Garibay, to provide licensed child care for CalWORKs participants, to extend the termination date from August 31, 2002, to June 30, 2003, for the amount of \$12,000, paid with CalWORKs funds.

CN 93069.6 - Ratify - Amend - With Petronilla Richardson, to provide licensed child care for ACCESS participants, to extend the termination date from August 31, 2002, to June 30, 2003, for the amount of \$9,000, paid with ACCESS funds.

CN 93089.8 - Ratify - With Inga M. Estes, to provide coaching and consultation for EOPS staff for Summer Bridge and Fall Semester on June 26, 2002, for the amount of \$600.

CN 93090.1 - Ratify - With the American Institute for Foreign Study, to provide travel accommodations for District students and staff in a study abroad program, effective September 15, 2002, through May 30, 2003. The students attending this program pay all fees.

CN 93090.2 - Ratify - With the Community College Foundation, to provide funding for Early Start To Emancipation Preparation (ESTEP) project, effective July 1, 2002, through June 30, 2003. Amount of funding is \$16,448.

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CN 93090.3 - Ratify - With the U. S. Department of Education, to provide funding for the TRIO Student Support Services program, effective September 1, 2002, through August 31, 2003. Amount of funding is \$260,080.

CN 93090.4 - Ratify - With Thomasine Rose, to provide child care for a CalWORKs participant, effective August 19, 2002, through June 30, 2003, in the amount of \$13,000, paid with CalWORKs funds.

CN 93090.5 - Ratify - With Pacific Hospital of Long Beach, to provide a clinical practice site for dietetic students, effective September 1, 2002, through August 31, 2007, at no cost to the District.

CN 93090.6 - Ratify - With Dildred Suttles, to provide child care for a CalWORKs participant, effective September 3, 2002, through June 30, 2003, for the amount of \$7,000, paid with CalWORKs funds.

CN 93090.7 - Ratify - With Paul Smith, to prospect and recruit 10 food companies to attend a show, and provide technical assistance to 50 companies, effective September 4, 2002, through June 30, 2003, for an amount not to exceed \$5,000, paid with Economic Development CMTAC funds.

CN 93090.8 - Ratify - With Scott Pfeifer, to provide research for Center for International Trade Development (CITD) clients during the 2002-03 fiscal year, effective September 4, 2002, through June 30, 2003, for an amount not to exceed \$3,600, paid with CITD funds.

CN 93090.9 - With Driver-Alliant, as benefit consultant on behalf of the District, effective October 1, 2002, for a fee not to exceed \$50,000 per year.

CN 93091.1 - Ratify - With Carmen Recinos, to provide child care for a CalWORKs participant, effective August 26, 2002, through June 30, 2003, for the amount of \$8,000, paid with CalWORKs funds.

CN 93091.2 - Ratify - With Stanley Youngblood, to provide child care for a CalWORKs participant, effective August 19, 2002, through June 30, 2003, for the amount of \$13,000, paid with CalWORKs funds.

CN 93091.3 - Ratify - With Long Beach Unified School District, for Long Beach Community College District to provide contract education for Head Start staff, effective September 9, 2002, through June 30, 2003. Amount of funding is \$19,500.

CN 93091.4 - Ratify - With the Boeing Company, for Long Beach Community College District to provide contract education for approximately 30 software developers to understand what pilots experience in the day-to-day operation of an aircraft, effective September 20, 2002, through March 31, 2003. Amount of funding is \$25,628.40.

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CN 93091.5 - Ratify - With Maria Gonzalez, to provide child care for a CalWORKs participant, effective September 1, 2002, through June 30, 2003, for the amount of \$13,000, paid with CalWORKs funds.

CN 95003.9 - Ratify - Amend - With Delta Dental Plan of California, to provide the family rate for eligible Associated Student Body (ASB) employees (Group #6568) and dependents, effective January 1, 2001, through December 31, 2001, at a cost of \$103.09 per employee per month.

CN 95003.9 - Ratify - Amend - With Delta Dental Plan of California, to provide the family rate for eligible Associated Student Body (ASB) employees (Group #6568) and dependents, effective January 1, 2002, through December 31, 2002, at a cost of \$106.85 per employee per month.

CN 95003.9 - Amend - With Delta Dental Plan of California, to provide the family rate for eligible Associated Student Body (ASB) employees (Group #6568) and dependents, effective January 1, 2003, through December 31, 2003, at a cost of \$112.13 per employee per month.

Use of Facilities

None

Institutional Membership

Add the following to the 2002-03 Institutional Membership List:

<u>Name</u>	<u>Amount</u>
Long Beach Black Chamber of Commerce (Paid with Economic Development funds)	\$ 100

Reissuance of Warrant

Authorize the reissuance of refund warrant No. 20831619, dated September 22, 1999, to Miguel D. Molina in the amount of \$180.

Donation

Accept the donation from Erv and Myrna Ulbrich, 7739 Elden Avenue, Whittier, CA 90602, of one 1981 Ford Electra electric vehicle, vehicle identification #1FAZBP05226BT211628, in top running condition, for use in the Advanced Transportation Technology Program, and request that a letter of appreciation be sent.

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

The motion carried, all voting aye.

STUDY SESSION

Dr. William Marmion, Chair of the 74th Anniversary Celebration Committee distributed a list of the members of the Committee and a calendar of anniversary activities. Upcoming events are:

- October 11, 2002: Alumni Hall of Fame Induction Luncheon and Ceremony
- November 2: LBCC Alumni Marching Band Reunion
- November 8: TONG 75th Reunion
- November 9: Homecoming
- November 22-24: Fall Dance Concert
- December 14: Holiday Concert
- Feb. 7, 2003: 75 Years of Dance and Romance Social Service Club Reunion
- March: Salute to LBCC through Music
- March 20: 2nd Annual Hall of Champions Induction Ceremony
- April 11: Viking Newspaper Reunion
- April 11-13: Spring Dance Ensemble in Concert
- May 5-June 30: PCC Student Photography Show
- May 10: PCC Artists Reception
- May 2003: CELEBRATING 75 YEARS OF EXCELLENCE!
Culminating event for the 75th celebration
- May 29: Commencement

Update on Accreditation Team Visit

President Uranga: I want to commend Dr. Umbdenstock and the committee that she worked with in putting the accreditation report together. It was a year and one-half in the making and here we are, we're at the eleventh hour. So, where are we?

Linda Umbdenstock: My colleague just reminded me that "It's showtime." President Uranga, Members of the Board, President Kehoe and others here today, I am here as your Accreditation Liaison Officer tonight, which is why you don't see my usual partner in all of this, Julian Del Gaudio. I'd like to bring you up-to-date on what to expect next week when they are here so that you have some idea of what's happening and what to expect.

You should have at your place a purple brochure which talks about some of the open meetings that there are, because they are telling us who they want to talk to, but in addition, anyone who wants to talk to them we have scheduled time at both campuses, one at the open hour on Tuesday on this campus, and one to cover both day and evening over at the Pacific Coast Campus. And then the exit presentation that everyone is invited to is on Thursday from 1:30 to 2:30 in D135, which is when they tell us their initial report and findings.

You will also find their pictures and a brief bio that they have provided for us. There was a replacement just over the weekend and that is on page 6, Mr. Paul Mendoza is not coming, and in his stead, on your other insert piece, you will have the bio for Dr. Marian Shivers. This should give you some idea of who they are before you speak to them and we'll talk about that in a moment.

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Also, in the back of this document is what is called in accreditation circles, the "Porterfield Statement," which is what they are doing here, the parameters under which they operate and what they are not doing here. So this is an important orientation piece that we have made widely available to the campus as well.

We think we're ready. We've been doing some awareness building activities on campus. On college day we did a little quiz with folks and those who answered got one of those cups like you have and in the cup is the Porterfield Statement. We've also been distributing them around campus in various ways to the many people who have helped us, as well. We've had notification in the CommLine. This is right now in everybody's mailbox so either they've seen it or will see it by tomorrow. We intend to e-mail at the end of the week again campuswide to let people know. Various organizations have been informing their staff. I know it's been on the Academic Senate agendas as it has on other people's. We have collected all of the citations, of which there are literally hundreds in here. There are probably about 30 linear feet of the stuff and the notebooks and the documents and all of that.

Logistically, we are arranging their transportation, their food, their schedule, because they tell us who they want to meet with, which includes you. Any special requests -- several times a day there's an e-mail or a letter or something about something they need or something they want or something else that we've been preparing for. And so I'd really like to note the involvement of everybody on campus, because every department has been involved in this effort -- in writing the document, reviewing it, gathering the information. HR has allowed us full access to their facilities for the week to accommodate them. Leo Mabon and his staff are doing all kinds of scurrying around to do setups in different places for us. Mario's staff is setting up phones and computers, some at the hotel, as well as here. Karen Kane and her staff and the President's Ambassadors are acting as hosts to give the initial orientation tour, collect them at the airport and so on. Chef Bertein and his students, of course, are highly involved in making them feel very comfortable as they move through their task. The Foundation, ASB Enterprises and others have made goodies available, welcome baskets and so forth. And, of course, my own staff is about tearing their hair out right now, but have been very busy in getting it all together.

Your role in this is to make yourselves available, please, next Tuesday, from 5 to 6 in the President's office area and we will use her office and Dr. Callahan's office so that they can interview you and ask any questions about the document or your roles here that they wish to. They will probably ask you questions about Standard 10 which deals with some of the Board relationships. They may ask you about your involvement over the course of the study; that you heard reports; that you knew what was happening; if you had a chance to review the materials. They may want to know if you are aware of the planning section here, which is the summary of what the college said it was going to do in the future. So, I would suggest, in particular, you might want to brush up on some of those. Basically, they will just ask whatever they want as impressions that they have of us as well, having gone through the first day of interviews at that point and also what they have read.

Do you have any questions.

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Member Clark: You have about eight or nine individuals. Do they come here all at one time and work as a group or does each one have a particular assignment?

Linda Umbdenstock: They have assignments. On Monday, they gather and meet at the hotel, we tour with them, and then they have their first meeting to give their own impressions to each other. It is the first time any of them will have ever laid eyes on each other.

Then on Tuesday they will come here and meet with the Steering Committee in the first hour in the morning and from there on they told us who individually they want to talk to. They have Standards assignments. They typically have main responsibility on one Standard and a secondary responsibility on a second Standard. But they will compare notes. They will have meetings at lunch time, for example, and into evenings to compare notes on, "Here's an impression I'm getting. Did anybody else come up with this, or did you get something else," or whatever. So, they will be talking to each other, but typically they will be working on two Standards intensively.

Member McNinch: When was the last time we had an accreditation visit?

Linda Umbdenstock: 1996 was the previous visit. It is an every six-year cycle. We had two people visit as part of the Mid-Term visit, if you recall, in 1999, and in 1999, they were responding to the recommendations that had been made in 1996, and if you recall, that was really a very positive report, so we kind of launched from that point primarily in this document.

Member McNinch: I do recall in 1996 that there were definite recommendations that were made and I want to give a thank you to Dr. Kehoe, administration and support staff, because those recommendations have been worked on and those areas have definitely been improved.

Linda Umbdenstock: And you may wish to comment since you were here through that cycle and it is in the document as well called "Responses to the Previous Team's Recommendations."

President Uranga: In terms of a time frame - they make their visit for how long?

Linda Umbdenstock: When they leave on Thursday they will have given us their preliminary report. They will send a final report to the accreditation agency who gives us the official designation of accredited or whatever variation of that, and they meet in January, so we do not expect to hear back until after the full commission has met and gives us a designation.

President Uranga: So that would be approximately March or so?

Linda Umbdenstock: No, they get things out really fast.

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Superintendent-President Kehoe: We take a vote at the commission meetings because we are charged with studying them. Of course, I'll abstain from reading and voting on Long Beach. Then the staff actually goes back and prepares the letters immediately and they come to us within a week of the commission meeting.

President Uranga: So, January.

Superintendent-President Kehoe: Or the first part of February. I'm not sure what our schedule is.

President Uranga: Now is there a possibility during that interim of October to January that some of the committee members may want to revisit or get more information from us?

Superintendent-President Kehoe: No. Let me comment a little bit on that because I have chaired six teams that have come out and I sit on the commission now. This is a very, very professional and businesslike procedure. It's very helpful to the colleges. I want to emphasize that the accreditation process is a positive one. It is to help colleges to improve; to have outsiders come in, look at the college and give you recommendations for improvement of your college. So it is not in any way a negative if you get recommendations for improvement. Then they will send me a draft document and I will look at it for any mistakes they may have made in fact. So, if they have made a mistake in fact in the document, then I would let the commission know that. Then the commission staff with the chairman only of this group work through the final document. The final document is finalized and edited by the chairman, not by the whole group. So once they are finished, all they want to do is "get out of Dodge." We won't see them again. Their work is done. When we see them again, it will be in professional organizations or meetings and so it is kept very separate from our professional relationships with the people on the team. If you see the trustee for instance at a trustee meeting, she will be sworn to confidentiality and will not share anything with you about the team interactions themselves. It is kept very confidential and that's a charge that the people have on these teams.

President Uranga: Any other comments from the Board? No? Thank you, Linda.

Update on PeopleSoft

Mario Valente provided the following information on PeopleSoft:

Background:

In 1999, the District selected PeopleSoft to replace our legacy applications running on the HP 3000 mainframe. Since then, Hewlett-Packard has announced that the HP3000 hardware and software are being discontinued and support will terminate in 5 years. In fact, the District HP 3000 is no longer maintained by HP. It is too old.

Currently there are several Districts searching for alternatives.

What is PeopleSoft?

PeopleSoft is a state-of-the-art Management Information System, fully integrating Financial applications such as General Ledger, Accounts Payable, Accounts Receivable, Purchasing, Budget, Asset Management, with Human Resources, Payroll and Student Administration.

Student Administration is the most complex. It includes Admissions and Records, Cataloging, Scheduling, Academic Advisement, Counseling, Student Financials, Financial Aid, Grades, and State Reporting.

Where are we today?

Currently, Long Beach is in production with Version 7 of Financials, Human Resources and Payroll.

PeopleSoft Corporation spent 500 million dollars in Research & Development converting all their applications to the Internet. Version 8 is a pure Internet application.

PeopleSoft is completely phasing out their Windows base Version 7 within 12 months.

Consequently LBCC must migrate to Version 8 by September 2003. Thereafter, support will be on time and materials.

Benefits of an Internet based Integrated System:

- Benefits include self-service for students, faculty, staff, and administrators. There will also be online access to grades, transcripts, schedules, class rosters, degree-plan information, and personal data such as addresses and phone numbers.
- Users will have real-time access to business data such as budgets, expenses, and purchasing information.
- A centralized data warehouse with financial, student, and human resources information will provide in-depth reporting and analytical tools which includes monitoring of institutional effectiveness indicators.
- Finally, there will be a Campus Portal to better service the LBCC community. Users will also have access to MyLBCC; a homepage that is personalized based on the user's role. The portal is essential if the College is to provide the same level of Web services students are used to in their daily lives.
- Basically, everything is accessible via the Internet with up to date information that can be accessed anywhere at anytime.

Implementation of Version 8 in the next 12 months:

- Schedule of classes and class catalog, November 2002.
- Human Resources and Payroll, January 2003.
- Financial Aid, February 2003.

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- Financials, March 2003.
- Online Summer Registration, April 2003.

Member Clark: You mentioned HP. We have the HP equipment, but they are not going to service it anymore?

Mario Valente: No, they stopped servicing it. The contract was on a yearly basis and then a year ago they notified me that as of April of this year, that machine had reached what they called its "sunset" and that from that point on they would not maintain it or support it.

Member Clark: They want you to purchase a new one.

Mario Valente: Exactly. They wanted me to purchase a new one and they said at that time we will give you five years of maintenance and at the end of that five year period everything will be gone. The HP 3000 is no longer sold.

Member Clark: Is this basically characteristic of the industry?

Mario Valente: Yes, they like to move on, because it's very expensive for them to keep supporting older generation of equipment. It's just like PeopleSoft. They don't want to spend funds on extra programmers and analysts to support older versions prior to Version 8. We will purchase a software maintenance agreement and part of that agreement is that as they come up with new releases and what they called batches, updates, those come to us automatically and then we have to have staff in place to migrate to that new release. We already have Version 8 in-house and we have it running on our test servers, so we are customizing that.

Member Clark: So when we go to Version 8, is there additional cost?

Mario Valente: No. It's part of the maintenance. They do provide us with a tool that will take the database from Version 7 and reconvert it into Version 8. Of course we have to test it and make sure that the migration was done properly; that we didn't lose the integrity of the data.

Vice President Oakley: I want to make sure and stress something that Mario has touched on, but I don't think he stressed well enough. This is one of the most important things, tasks, that we will do over the next two years. This conversion touches virtually every business practice that we have in this district. It will affect everyone's lives, all for the better, but in the interim, it's a difficult transition and it will be a difficult transition, but it will be a successful transition. And, I want to make sure that the Board understands that this is no small endeavor. Mario's staff and Mario himself are working day in and day out trying to meet these timelines and they will get there. This place will run a lot better; our budget system will be a lot better; our students will have a lot more access to information; and there will come a time when this will be over and we will all be very happy.

Superintendent-President Kehoe: Another real nice aspect for me as an adjunct instructor is that all these paper rollbooks you get in the mail will go away and you will be able to enter grades on line, you'll be able to do a spreadsheet with grades, etc. and I know I asked Ross Miyashiro, "When is this going to happen, Ross?" and he is very attuned from A&R with this process and it will be a lot simpler for not only our contract instructors, but for our adjunct instructors, as well.

I'd like to compliment Mario because he came to work about six months after I did here in this district and at the time we knew that this was coming down the road. We knew the HP was going away. We also knew that the old Santa Rosa system of MIS for this district was outdated. It had been tweaked so much in this district that you couldn't put a new version on it. So the first thing Mario did without knowing anybody at all, was to be given the chairmanship of a task force that was to choose the software company that we would go with.

Now, one of the reasons that I'd like to compliment him is, first of all, they chose the only company that is a public company. The rest of them are private companies and I believe it's two of them that were in the market at the time who have gone bankrupt. So there are districts that have invested a great deal of money in systems that have gone bankrupt within the last year and they are now looking to PeopleSoft and to DataTel; I believe DataTel is still an option. So they are now back to square one as far as implementing an MIS system, where we are pretty well out in front. But, change is hard for people and Mario and his staff and all of the others, Fred, and all of the others who have been involved, have really spent a lot of time educating the staff. It is difficult. People are afraid of it or have other reasons for not wanting to make the change and it takes a lot of encouragement and talent on their part. So, thank you, Mario, for your work and for your staff's work.

Member Clark: It's interesting that Mario goes from one challenge to the next. There was the year 2000. There's never an end to these challenges.

Mario Valente: The year 2000 was easier than this. This is a very difficult implementation. It's very complex. The learning curve is horrendous. The vendor keeps coming up, to justify the maintenance, with corrections and improvements and our staff is small and we have to go on building blocks. So we have to ask staff, faculty and administrators to bear with us while we go through these growing pains, but we will get there. It cannot be done overnight.

President Uranga: I have some comments. Every time we talk about computer systems and hardware, it raises flags for me because I'm a self-described computer illiterate. I'm not much into the internet and those types of things, but having heard a description of what this program does and some of the hardware involved with it, brings up issues regarding security as far as access to grades, access to budgets, access to basically any and all information, personnel, every record is going to be in there. I'm guessing that there are some firewalls that are going to be put in place that will limit the access into these various different processes that we need to access. How comfortable are you with those security systems in place in this program?

Mario Valente: I'm quite comfortable. We tackled this issue in different areas. Number one, we do have a firewall so all the computers behind that firewall are protected. They are not seen from the outside. So hackers would not be able to enter that firewall. Internally we have 3,000 computers. We have a lot of open access computers available to students and there are some of them who are very sharp.... So what we have done with that aspect is we have developed something called "virtual private networks." We take the physical network that is here and logically we split it into different areas. So, the virtual network that the students are on is different from the one that the administration and faculty and staff are on, so that we cannot cross paths. So a student sitting at an open access terminal will not have access to our servers. Also, what we are implementing is a network sign-on, a network i.d. We still have a lot of people who do not sign on, mainly faculty. They are not signing on to the network, but within a few months, as we put the system out, then we'll have to assign a network i.d. for everybody. Then, of course, PeopleSoft itself has another layer of signing on and they create a second level of security within the PeopleSoft. Then the Security Administrator, an individual on my staff, assigns, working with the functional leads in the different areas, financial, HR, student administrator, an i.d. and each i.d. has a level of security. Is it possible to break through it? Of course it is. There is a human fault, because we don't think what passwords we should use, we don't change them often enough, and sometimes we write them on the computer. It goes back to an education that is very important to safeguard the information. It doesn't do any good that you have a very expensive lock on the door of your house if you leave the key right there.

President Uranga: The other thing was you mentioned the conversion from Version 7 to Version 8. Are there projections as to when the next generation will be coming in.

Mario Valente: Yes, they are talking about Version 9.

President Uranga: And that's where I'm leading to. Is there going to be an additional cost?

Mario Valente: No. It's part of the maintenance. The costs will be staff time to move to a new platform. On hardware, one of the things I elected to do, and it was my decision early on, and other colleges kind of looked at me and thought I was going crazy, was I elected not to go with an expensive platform. I elected to go with Intel Windows-based servers. Just as an example, when we started, a top of the line server was 500 megahertz; now it's almost at three gigahertz in just three years. And it's very inexpensive to move from one megahertz to another. Other institutions who decided to buy one-half million dollar mainframes cannot turn around to have those replaced, but I have the luxury that with \$10,000 I can replace a database server every two years. Now the speed of the CPU and the reliability of the operating system has vindicated the decision that I made.

President Uranga: That satisfies me. Any other questions.

Student Trustee Washington: As far as the students, how will this affect them?

Mario Valente: What the students will be able to do, and this will be great for you, is that they will be able to enroll in classes using the Web. If you have internet access from home, or from a friend, or we will have banks of computers here, you will be able to go on-line at any time, any day and bring up the schedule of classes, see if the classes that you want are there, what is the seat availability, and you will be able to book that class and register yourself right there on-line and pay on-line using your credit card.

Student Trustee Washington: That sounds great to me.

Mario Valente: I expect over time telephone registration will diminish and we'll reach a point where we will just disconnect it. As a student you'll be able to go into "My LBCC," and we already have it, we'll be implementing e-mail for the students; you'll be able to set up appointments with your counselor; look at your curriculum; look at your grades; all on-line. We won't have everything working the first day, but the system is capable and we'll build one block at a time.

President Uranga: Thank you Mario. Very informative. We're looking forward to its implementation.

Update on Co-Generation

Vice President Oakley: I'm going to pass around a brief handout to give you an idea of where we're at and where we're going. As you know, this Board entered into an agreement with Honeywell a few years back to go into some energy saving retrofits on campus and that has been done and the first page you have there is a synopsis of the first year's audit, which came in at 129% of the anticipated savings. Judging from the first year we've been successful so far.

Member Clark: What was the first year?

Vice President Oakley: The first year they audited was this last year. When they went into the contract, they used the previous year coming into the contract year as the base year. Now in that time period we had a large spike in energy so it certainly helped to increase the percentage, but it still has paid off thus far and, hopefully, this will improve and speed up our payoff time frame.

Subsequent to that, you heard a presentation on some co-generation solutions for the campus and for those of you who are not familiar with that, basically, I'll use one of the examples, for the pool, that is where we substitute the normal energy usage to heat the pool, basically, the natural gas to heat the water in the boiler to heat the pool, that we would use some energy efficient turbines that operate off natural gas, as well, but the turbines generate electricity that heats the water and thus heats the pool, and not only do we have increased efficiency which results in lower energy costs in heating the pool, but you also generate electricity along the way with these turbines and you can use this electricity to power other processes on campus and thus cut our reliance on Southern California Edison or the powergrid here in California.

The Board had requested an eight-year payback of the program. I have since met with Honeywell on a number of occasions so that they could bring me up to speed on what the proposal was and talk about the different hurdles that came up since then. Part of this program relies on rebates from SCE and other programs that are available throughout the state and some of those come and go, so we have to readjust. But they have come back and presented me with a program that does meet the Board's requirements. On the second page is the schedule of savings from the proposed agreement that we're still reviewing, but essentially that's what they propose. An eight-year payback and those are the energy savings they conservatively estimate that we will receive. Again, if the previous job was any indication, they do use some conservative numbers, so in the previous program we were able to see some much higher savings than we had anticipated and we hope that that would be the same case.

Member Clark: What's "operational"?

Vice President Oakley: Operational - we're talking about maintenance savings. Maintenance on these turbines is a lot less than our old systems. Equipment replacement - all those issues - you have savings along the way. These are state-of-the-art turbines that we're looking at. They are just now implementing them throughout the state. So far they have a really good experience with them. So, that's what we're looking at. I do plan on ironing out all the details with Honeywell and bringing back an agreement to the October 15 meeting for you to consider.

Member Clark: What's the agreement you're bringing back to us?

Vice President Oakley: The co-generation. That we enter an agreement with Honeywell to implement this co-generation program and it's a very similar arrangement to the previous one where they guarantee the energy savings which will pay back the cost of the equipment and program.

Member Clark: This is a new agreement.

Vice President Oakley: Yes.

Member Polsky: This will be a third agreement. We've had two.

Vice President Oakley: That's correct.

Member Polsky: I think it's incredible. I remember thinking that this was too good to be true and I questioned them and it seems to have worked out very well.

Vice President Oakley: Yes. And as long as in the foreseeable future, we see that energy is going to be a very volatile market, we should continue seeing some good savings.

President Uranga: I have some questions. I'm not too clear on the savings. What is the timeframe that we have here on the one year savings that we have of 129%.

Vice President Oakley: The total payback, I'll have to go back and look, I don't have that number.

President Uranga: When do they start....

Vice President Oakley: I believe it was a similar eight-year payback or somewhere thereabouts. But, basically, similar to the schedule of savings that you see here for the co-gen, they guarantee, they lay out savings over the eight-year period and they guarantee the total savings at the end of the year. So, this is essentially a synopsis of the first year of that program and instead of the total in this matrix being \$214,000, they had it at \$426,000. The total savings for that year actually came in at \$552,000.

President Uranga: Well the only reason that I'm questioning it, is that when we're talking about a co-generation plan at the pool, the pool is not, I think, the best example to use for this kind of savings since the pool right now is not functioning, so we are automatically saving energy there.

Vice President Oakley: In my example, the energy savings wouldn't be calculated on the pool until we're actually using the pool.

President Uranga: So we're still at a proposal here.

Vice President Oakley: Right. And the base year was based on this last year where we actually used the pool. By the time the co-generation equipment is installed and it would be installed in tandem as we finish the pool, they would both open at the same time.

President Uranga: Now, how will Honeywell play a role as we are in the implementation of our bond with the plans and the buildings? What role will they play in providing energy to these new facilities or retrofitted facilities?

Vice President Oakley: The turbines have excess capacity basically. They had proposed more to this plan, but I didn't want to go any further than just co-generation at the pool and some of the buildings because of that exact point - we're looking at building new facilities. That system does have excess capacity and we could incur additional savings by essentially adding other building systems to those turbines. It has some redundancy built into it as well. There are six turbines - one does not provide any energy, but that can be ramped up later in the future. There are a whole host of things that can be done to increase the energy production once we need it. So it does provide some flexibility. Now, their role would be to work with our planners, our project managers, to give them the specifications for what they can do to tie into those turbines to reduce the load on any new facilities that we bring on-line.

President Uranga: And the same as the computer hardware, what are we looking at in terms of the equipment that we would be purchasing? I'm going to guess that it's going to be state-of-the-art at that time, but what about when new systems come on board and what is going to be our cost to upgrade these types of systems?

Vice President Oakley: The turbines themselves which are the main component of this co-generation system, because everything else is basically just your standard electrical wiring and things of that nature, they do come warranted. We have maintenance agreements on them for, I believe, it's ten years. So, naturally with any of these systems there will eventually be new technology, new things that we can do. What we're hoping is that we've chosen a system that is flexible, that regardless of what the technology is, a turbine is a turbine is a turbine, and it generates electricity and we'll be able to capture the electricity and use it. So, other than continued maintenance of these turbines, there shouldn't be any need to upgrade, because it's a mechanical technology, so as long as we can keep it running, it will keep generating electricity.

President Uranga: The only reason I'm mentioning that is because whatever cost saving we may have, I'd hate to lose it when we have to go back again.

Vice President Oakley: And, you're right. However, consider that these turbines will certainly outlive the eight-year payback. After we payback the financing, we come into a positive cash flow after that point and, hopefully, that will be for a long time to pay back any future changes we make to it.

President Uranga: I would like to continue getting updates on these co-generation efforts that we're doing here and perhaps we could look at it again at another place and time.

Member Clark: In regards to energy savings, have they replaced luminaires throughout the campus because other than co-generation, you must be saving energy beyond on that factor. Did we replace all the luminaires or all of the equipment.....?

Vice President Oakley: I couldn't answer with 100% accuracy if we replaced all that type of equipment, and all the outdated equipment.

Member Clark: Or is that still to be done?

Vice President Oakley: What they replaced was replaced in the previous agreement. They've upgraded all the lighting technology, they put in the energy management system and we will be able to use that technology in any new buildings that we put in place. All those things that we're getting will be energy savings. When you walk in a room and walk out, lights shut off automatically, and things of that nature. Are they in every single building, I can't guarantee that in the district and I'd have to go back and to our facilities folks, because I imagine there were some buildings that just were not worthwhile to do.

ADJOURNMENT

President Uranga adjourned the meeting at 7:15 p.m. The next regular meeting of the Board of Trustees will be held on October 15, 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 FF, Dyer Assembly Hall, Pacific Coast Campus.

Assistant Secretary