

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

**Minutes of Meeting of
December 9, 2003**

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 December 9, 2003.

CALL TO ORDER

The meeting was called to order at 4:05 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 Kellogg reported that, in closed session, no action was taken.

PLEDGE OF ALLEGIANCE

Trustee Polsky led the Pledge of Allegiance.

ROLL CALL

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

Absent: President McNinch

WELCOME AND INTRODUCTIONS

Vice President Kellogg welcomed everyone to the meeting.

APPROVAL OF MINUTES

Vice President Kellogg: Is there a motion for approval of the minutes of November 11, 2003?

It was moved by Member Clark, seconded by Member Polsky, that the minutes of the meeting of November 11, 2003, be approved as distributed. The motion carried, all voting aye.

ORDERING OF THE AGENDA

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Vice President Kellogg: It has been requested that 12.6, which is the audit, be moved to the first item. Are there any other changes to the agenda at this time? (no response) Hearing none, it will be so ordered. 12.6 will be moved to the front of the agenda and, with that, we'll begin with 12.6, please.

Vice President Oakley: Thank you, Vice President Kellogg. I would like to introduce Greg Goodyear from Goodrich, Goodyear and Hines, our auditors, who have recently completed our financial audit for the year ended June 30, 2003. First of all, I want to thank his firm for the work that they have done and I know that he has a few things to say about our financial statement, so I'll turn it over to them.

Greg Goodyear: Members of the Board, it's a pleasure to be here tonight. When he said that we have recently completed the audit, we recently completed the audit – like hours ago. In our desire to get you a product tonight, this is an interesting year, because this is the first year that govern accounting standard boards statement no. 34 and 35, which totally revamps the presentation of financial statements for government entities. This is the first year that it applies to your district and so, in addition to the normal audit, there was a lot of time required to revamp and recast the financial statements this year to be in compliance with a total change in the way of the presentation of the financials, the footnotes and the supplementary information. So we were hastily getting this in final form for you and subsequent to that, in my review and preparation for tonight, I found that there had been an oversight and there's something that has been presented that doesn't comply with the standards. Fortunately, you're the only ones who have copies. It hasn't gone anywhere, so I need to revise the statements and reissue them and the main thing that this relates to is on page 5, the amount that's been restricted for capital projects, what that is is the remaining amount of the bond proceeds. The \$40 million bond proceeds. Under 34 and 35, bond proceeds now have to be shown as long-term debt on this statement with the appropriate footnote disclosures detailing out how the debt was incurred and how it's going to be repaid and the terms of repayment. This, right now, is more in line with the old standards where it's in its own fund balance and that was something that was overlooked in our haste to get this done timely for the Board meeting. So, I will have to make that correction with the appropriate footnote corrections and reissue the statement to you.

Other than that the statements will stand as they are. So, at the end of my presentation, if you're going to approve those, I would suggest that you could do that with the caveat that the correction will be made on the presentation of long-term debt and its appropriate footnote disclosure.

Mr. Goodyear then reviewed the balance of the audit and the findings with the Board.

It was moved by Member Uranga, seconded by Member Clark, that the Board approve the 2002-2003 audit, with the corrections to be made on page 5 on the presentation of long-term debt and its appropriate footnote disclosure.

The motion carried, all voting aye.

REPORT OF BOARD OF TRUSTEES

Annual Report on Citizens' Oversight Committee Activities

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Vice President Oakley: If I may, as the staff representative on the Citizens' Oversight Committee, I would like to introduce Dr. William Marmion, who is the Chairperson of the Citizens' Oversight Committee, who will deliver the Citizens' Oversight Committee's Annual Report.

Dr. William Marmion: Consistent with legal requirements and by-laws you approved over a year ago, I am pleased to make the Annual Report of the Measure E Bond Citizens' Oversight Committee. You have a more lengthy report in your packet and I'm just going to make some brief comments about it.

On September 26, 2002, the Measure E Bond Citizens' Oversight Committee held its first meeting. The committee elected a chair and a co-chair. I was elected as the chair of the committee and Gary Westling was elected to serve as the co-chair. Since that meeting, the committee, as you know, has amended its by-laws and established the position of Committee Secretary for which J. C. Squires was elected to serve.

The committee currently meets on a quarterly basis and will meet more often if necessary and we held four meetings during our first year. At our first meeting we received a thorough briefing on the committee charge that was given by the district's bond counsel. We also heard from President Kehoe, from Trustees Clark and Uranga, and from Vice President Oakley. The committee has since engaged in several discussions about its responsibilities to carry out the requirements of Proposition 39, and I am here to report that it is well-equipped to fulfill its duties. The composition of the committee reflects a variety of backgrounds that are appropriate to this. I can tell you personally it's been an intellectual challenge to keep track of all the complexities of this and I'm so glad to see that we have background art behind you to remind me of what I'm all about.

Throughout the last year, the committee received reports from district staff; the Program Manager of Bovis Lend Lease; the Master Planner, RobbinsJorgensenChristopher; the bond underwriting, RBC Dain Rauscher; the CEQA Consultant, the Chambers Group; and the Labor Compliance Consultant, the Solis Group. I want you to know that you definitely are welcome to review any of these reports, which are lengthy and full of solid information, but I chose not to highlight all of the details in this report.

The committee also receives a quarterly expenditure report and quarterly bond process updates and you're going to get an update later in your meeting.

Finally, the committee has formed a subcommittee to work with district staff to draft a request for qualifications for a Performance Bond Auditor and I must say the committee is very interested in this whole concept of the performance audit. The auditor selected will be forwarded to you for approval and will conduct the Prop. 39 required performance audit. The COC will then review the performance audit, as well as the annual financial statements of the Measure E Bond funds when they are complete.

Before I conclude the report I would like to recognize any members and I didn't see any because I was sitting up in the front row – any members of the committee who are here. I know 5 o'clock was going to be difficult for many of them to get here, but I know they're here in spirit and I would like to remind you that we are in the middle of our second year

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and that half of the committee is serving only a two-year term and I've had preliminary discussions with President Kehoe about your needing to make a decision about renewing the terms of the two year members and I would also suggest consulting with the three-year members to determine whether they really want to continue in that role. What I'm looking at as the chairman of the committee is the desirability of having a smooth transition in the spring so that we might be able to have orientation of any new people prior to getting into the third year of our existing.

I also want to recognize and congratulate Mr. Oakley and his staff in their support of the committee and the Bovis staff for a job thus far quite well done and I think the whole committee is anxious to carry out its responsibilities because we recognize the fine work of these people. Also I would like to invite any of the viewing public to attend any of our meetings. We will be meeting next on Monday, January 12 at 7 p.m. in this room and these are public meetings and anybody who wishes to is welcome to attend. So, with that, I'll conclude my report. I'll be glad to entertain any questions and, as you know, I have some experts in the room who can assist me with the answers.

Member Clark: I would support the renewal of the first two-year terms and then maybe evaluate whether you'd have continuing second terms, but I certainly would support the initial group to be able to have a second two-year term. How does that have to be adjudicated, Bill?

Dr. Marmion: Well, it's clearly your decision. The Board of Trustees made the appointment; it's your decision. At some time I think it would have to become an action item. We don't appoint ourselves. All I can say to you as Chairman is that it's a good group, it's a hard-working group, it's all volunteer, as you know, and I think we're making good progress. We understand what our responsibilities are. We know what areas we can have some interest in and what areas are none of our business, which is very important. So, to the extent of how you want to go about it, of course, would be an administrative matter. How you want to make contact with the current members to ascertain their willingness to re-up for another term. It's pretty simple to do.

Member Clark: Well I would think there would be a discussion by the committee as to the recommendation of the Board. Eloy, what's your.....

Vice President Oakley: We had a limited discussion at the last meeting, but that's certainly one option; although sometimes it's difficult for the members themselves to discuss whether the membership should be turned over or not. In that regard, it may be helpful to work with the chairperson to look at the current composition and decide what the Board wishes to do.

Dr. Marmion: If I could interject. I think attendance is an important variable and to the extent that people have not been able or willing to attend all of the meetings or as many as they should, perhaps that ought to be brought to their attention and if, in fact, it is a hardship then, perhaps, they should decide that maybe it's time to get off the committee.

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Member Clark: Well, the information we had you only had one member who apparently never showed up or at least it would seem he had to be replaced and he has been replaced.

Dr. Marmion: Right. And I think that was a function of his being the student representative and he was on to other things after you had appointed him and we understood that.

Member Polsky: I just want to say that I would support the continuity of renewing their terms, if they're willing. So, I'd be very much in favor of that and I just want to say thank you for all of your hard work. I know it's time consuming and it's such a major project and on behalf of the Board I'd like to say we really appreciate your work and the work of your committee. I know all these people are business people and giving of their time.

Dr. Marmion: You're welcome and you know the college is very important to us as it is to you. So, on the basis of your direction, I will just plan to work with Eloy on getting a resolution to this and he will forward a recommendation back to the President for your consideration.

Member Clark: I think you have maybe three issues. There's the initial two-year group, then you have the renewal of any other individuals over the years and then if you're going to renew it, are you going to renew it just for one term. So I think there's a little more to it than just the initial renewal.

Dr. Marmion: By law, there's a two term maximum. They are termed out after two terms.

Member Clark: That takes care of number three.

Dr. Marmion: The maximum would be five years. The people would have three years and they would be re-upped for two. We're looking for a sequence so that there is some continuity so if all the two-year people were to drop off you'd still have half of the committee who would be serving an additional year.

Member Uranga: So the two-year people would renew for three.

Dr. Marmion: There wouldn't be any renewal for three more years for anybody. It's three initially and then two year terms subsequently.

Member Uranga: For a total of how many years?

Dr. Marmion: The maximum number of years for a person who got a three-year term the first time would be five years and those that have two four years: two two-year terms.

Vice President Kellogg: As this is all moving forward we have pictures of what the Prop. 47 bond measures – the new Child Development Center at the Pacific Coast Campus and the question that I would get on this is the timeline as to when people are actually going

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to see large scale construction. In particular, the combination golf driving range, soccer fields, football fields on the other side of Carson by the parking lot. When is construction such as anticipated where we're going to see that take place, because of the impact on the students and all the issues that go with it. Do we have a fairly firm timeline when we are going to start seeing construction?

Dr. Marmion: To be honest with you, I don't. There probably is somebody in the room who might have a better idea than I do.

Vice President Oakley: If I could address that Vice President Kellogg. That issue, although we do present the Citizens Oversight Committee with some general information about timelines, because that is not in the purview of their scope of oversight, that is not the place where we've been bringing schedule updates. However, you will hear today a construction update. Items such as Prop. 47 projects we don't spend a lot of time speaking about them at the Citizens Oversight Committee meetings either because their financial oversight responsibilities are strictly for Measure E. But, again, when you hear the Bovis update you will get information about the current state of the timeline when you should start seeing back hoes working.

Vice President Kellogg: Thank you for all of your efforts.

Committee Reports

There were no Committee Reports.

STUDENT TRUSTEE

Natalie Dominguez: Good evening members of the Board of Trustees, Superintendent-President Kehoe, college administrators, and members of the audience.

The PCC Student Council, Student Senate, Associated Men Students, Associated Women Students, and the Viking Volunteer Center have all hosted their student recognition banquets. The newly-appointed and elected officers were installed at these banquets. The officers will begin their leadership journey in early January of next year. On behalf of the Student Life Programs, I would like to thank the staff, faculty, and administration for taking the time to support and attend these banquets.

The Associated Student Body Cabinet members will be hosting their awards banquet Friday, December 12th at 6 p.m., on the Liberal Arts Campus. This awards ceremony will give recognition to the 17 fall 2003 Viking Award Recipients. Congratulations to these distinguished LBCC students for their outstanding achievements.

I am proud to announce that the Long Beach City College Women's Soccer team has successfully earned their fourth State Championship. The soccer team traveled to Lemoore and defeated Lassen Community College in finals to earn the state title. The Women's Soccer Team continues to be the number one women's soccer team in the nation. I would like to congratulate Coach Mauricio Ingracias and the women's soccer team for an outstanding season. We are currently working on bringing the women's soccer team and women's water polo team to an upcoming board meeting so that the Board can meet these successful women.

Lastly, I would like to remind LBCC students that scholarship applications are due in the I Building on Friday, December 19th, at 4 p.m. This is a great opportunity for students to obtain funds which can contribute to their academic financial expenses.

Happy Holidays!

PUBLIC COMMENTS ON AGENDA ITEMS

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

The following items were part of the Consent Agenda

HUMAN RESOURCES (Academic)

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

Appointment

Employment 1

In-Service Changes

Department Head Elections 2

Leave of Absence 1

HUMAN RESOURCES (Classified)

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

APPOINTMENTS

Probationary 10

Permanent 2

Working Out of Class 2

Temporary 9

Exempt From the Merit System 39

INSERVICE CHANGES

Change to Previous Board 1

FINANCE AND PURCHASING

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

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FINANCE

Appropriation Transfers

- (a) Appropriation Transfers number 105555, 105597, 105621, 105885, 105938, and 106000 for the Unrestricted General Fund, in the amount of \$31,046 as listed.

From:	Books and Supplies	12,035	
	Other Operating Expenses	6,511	
	Capital Outlay	10,000	
	Other	<u>2,500</u>	\$ 31,046

To:	Books and Supplies	\$ 5,980	
	Other Operating Expenses	13,372	
	Capital Outlay	<u>11,694</u>	\$ 31,046

- (b) Appropriation Transfers number 105667, 105727, 105748, 105773, 105794, 105953, 105961, 105980, 105986, and 105992 for the Restricted General Fund, in the amount of \$416,034 as listed.

From:	Academic Salaries	\$ 46,655	
	Classified Salaries	120,699	
	Staff Benefits	14,557	
	Books and Supplies	28,105	
	Other Operating Expenses	7,299	
	Capital Outlay	8,034	
	Other	<u>190,685</u>	\$ 416,034

To:	Academic Salaries	\$ 182,449	
	Classified Salaries	104,367	
	Staff Benefits	36,144	
	Books and Supplies	37,038	
	Other Operating Expenses	25,122	
	Capital Outlay	<u>30,914</u>	\$ 416,034

- (c) Appropriation Transfer number 105536 for the Capital Outlay Projects Fund, in the amount of \$61,589 as listed.

From:	Classified Salaries	\$ 2,491	
	Staff Benefits	174	
	Other Operating Expenses	500	
	Capital Outlay	<u>58,424</u>	\$ 61,589

To:	Other Operating Expenses	\$ 8,359	
	Capital Outlay	<u>53,230</u>	\$ 61,589

Salary Warrants

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Ratify issuance of salary warrants listed on Register No. 4150 through Register No. 4155 for the period of October 20, 2003, through November 14, 2003, in the amount of \$6,566,658.02 as listed.

Register No. 4150 Issue Date 10/31/03	Warrant Nos. 0716945 – 0717077	\$ 4,445,841.50
Register No. 4151 Issue Date 11/07/03	Warrant Nos. 0717078 – 0717411	\$ 999,912.16
Register No. 4152 Issue Date 11/07/03	Warrant Nos. 0717412– 0717469	\$ 177,253.77
Register No. 4153 Issue Date 11/07/03	Warrant Nos. 0717470 – 0718181	\$ 638,515.93
Register No. 4154 Issue Date 11/14/03	Warrant Nos. 0718182 – 0718218	\$ 66,097.66
Register No. 4155 Issue Date 11/14/03	Warrant Nos. 0718219 – 0718255	<u>\$ 239,037.00</u>
	Total Salary Warrants Issued	<u>\$ 6,566,658.02</u>

Commercial Warrants

Ratify issuance of commercial warrants for the period of October 20, 2003, through November 14, 2003, in the amount of \$4,242,210.06 as listed.

Period Ending October 24, 2003

Unrestricted General Fund	\$ 211,720.39	
Restricted General Fund	17,892.21	
Capital Outlay Projects Fund	648.00	
General Obligation Bond Fund	64,116.04	
Self Insurance Fund	1,321.26	
Student Financial Aid Fund	712,099.27	
Retiree Benefits Fund	<u>322,527.09</u>	<u>\$ 1,330,324.26</u>

Period Ending October 31, 2003

Unrestricted General Fund	\$ 695,870.48	
Restricted General Fund	90,048.89	
Child Development Fund	133.20	
Capital Outlay Projects Fund	918.00	
General Obligation Bond Fund	7,420.00	
Community Service Contract Ed	223.81	
Student Financial Aid Fund	15,093.68	
Payroll Clearing Fund	282,211.80	
Retiree Benefits Fund	<u>1,551.20</u>	<u>\$ 1,093,471.06</u>

Period Ending November 7, 2003

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Unrestricted General Fund	\$ 126,293.25	
Restricted General Fund	19,634.93	
Capital Outlay Projects Fund	166,603.90	
General Obligation Bond Fund	559,358.36	
Community Service Contract Ed	1,688.70	
Self Insurance Fund	274.10	
Student Financial Aid Fund	20,116.53	
Payroll Clearing Fund	<u>421.76</u>	\$ <u>894,391.53</u>
Period Ending November 14, 2003		
Unrestricted General Fund	\$ 233,991.12	
Restricted General Fund	17,089.90	
Child Development Fund	227.18	
General Obligation Bond Fund	10,818.80	
Community Service Contract Ed	133.16	
Student Financial Aid Fund	656,333.74	
Payroll Clearing Fund	<u>5,429.31</u>	\$ <u>924,023.21</u>
	Four Weeks Total	\$ <u><u>4,242,210.06</u></u>

Included in the total expenditure of \$4,242,210.06 are the following payments greater than \$25,000, excluding employee benefits and utilities:

Unrestricted General Fund - 01

1. \$ 52,602 to Long Beach Police Department, for security service for Long Beach City College for August 2003.
2. \$ 43,138 to First Union, for First Union VISA purchasing card for September 2003.
3. \$ 30,000 to USPS, (United States Postal Service) for postage by postage service.

Restricted General Fund – 12

1. \$34,807 to Thomas Paton & Assoc., for one Dimension 3D printer, printer stand, storage cabinet, and 1 year warranty for the CADD lab in the Architectural Design department, Liberal Arts Campus.

Capital Outlay Projects Fund - 41

1. \$197,768 to Ciber, for PeopleSoft professional services from August 9, 2003, through September 19, 2003.
2. \$60,280 to Computerland of Silicon Valley, for agreement between Long Beach Community College District and the Foundation for California Community Colleges, to participate in Campus Agreement Consortium for Microsoft and SQL CALs software products during the period of October 1, 2003, through September 3, 2004.
3. \$56,119 to Honeywell, Inc., for installation and monitoring co-generation equipment.
4. \$33,224 to Dell Marketing L.P., for Dell Servers, PeopleSoft implementation hardware.

General Obligation Bond Fund - 42

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1. \$359,042 to Bovis Lend Lease, for bond and state funded program management services, August 1, 2003, through August 31, 2003, and September 1, 2003, through September 30, 2003.
2. \$58,300 to Gonzalez/Goodale Architects, for design and engineering services for the South Quad Complex at the Liberal Arts Campus from July 1, 2003, through July 31, 2003.

Budget Adjustments

(a) Budget Adjustment number 106008 for the Community Service and Contract Education Fund, to add \$6,126 to the budget as listed for the Certification Testing Services program.

Classified Salaries	\$	873	
Staff Benefits		253	
Books and Supplies		<u>5,000</u>	\$ <u>6,126</u>

PURCHASING

Bid Award

Western States Contracting Alliance (WSCA) Master Price Agreement 92-00151-Computing Systems Products and Services – Ratify - with Dell Marketing, LP to purchase servers for PeopleSoft Student Service Systems in the amount not to exceed \$100,000 and enter into a pricing agreement to purchase computing systems products and services for the period of November 24, 2003, through September 2, 2004.

Bond Contract Award

CN 22005.2 – With RMA Construction Services, Inc., Amendment #1, to provide owner representation and technical support services for bond and state funded construction program implementation on an as-needed basis, effective October 1, 2003, though June 30, 2004, to increase the amount by \$140,000 for a total contract not to exceed \$180,000, paid with bond funds.

Contract Awards

CN 99605.9 – Ratify – With Accent Asphalt Maintenance Systems, to slurry seal and stripe parking lots D and E at the Liberal Arts Campus and the parking lot at the Pacific Coast Campus in an amount not to exceed 38,900.

CN 99627.4 – With WLC, Architects for Architectural and Engineering Services, for the Industrial Technology Center – Phase 1 at the Pacific Coast Campus in the amount of \$787,858 effective December 10, 2003, to June 30, 2006.

Contract Amendments

CN 99628.1 – With P2S Engineering, Inc., Amendment #3, for engineering services to increase the contract amount by \$8,500 for a total contract amount not to exceed \$128,500.

CN 99630.2 – With Kleinfelder, Inc., Amendment #1 to provide geotechnical investigation for the New Child Development Center at the Pacific Coast Campus, to change the termination date from October 31, 2003, to February 28, 2004.

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Amendments to Board Actions

Bid C0300– With Acorn Cleaning Supply, Inc., for item #1, to change the amount from \$53,000 to \$56,000; Gale Supply Company, to change the award of item number from 2 to 3 and change the rejection of all bids from item 3 to item 2.

CN 22005.1 – With Marlene Imirzian and Associates Architects, Inc., to change the termination date from July 24, 2004, to June 30, 2004, with District reserving the option to renew for an additional one-year period.

Retention Payment Release

CN 99627.2 – With LPA Architects, Inc. for completion of the Final Project Proposals for the Learning Resource Centers at the Liberal Arts Campus and the Pacific Coast Campus and to release retention in the amount of \$4,825.31.

Purchase Order Approvals/Ratifications

Authorize the issuance of purchase orders for the period October 20, 2003, through November 14, 2003, in the amount of \$ 336,992.27 as listed.

47160	\$ 700.00
47182	1,023.12
47284	10,500.00
47649 – 47655	15,224.22
47657 – 47772	293,955.51
47774 – 47780	<u>15,589.42</u>
Total amount	\$336,992.27

There are no purchase orders greater than \$25,000 in the total amount of purchase orders of \$336,992.27.

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 Support, Planning and Research; and the Superintendent, that the Board of Trustees approve the following actions:

ACADEMIC AFFAIRS

Materials Fees

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

Revised 2004 Summer Session Schedule

That the Board of Trustees approve the revised Summer Session 2004 dates as follows:

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Day and Evening Sessions:

Tuesday, June 1, 2004 - Friday, July 2, 2004
Tuesday, July 6, 2004 - Friday, August 6, 2004
Monday, June 14, 2004 - Friday, July 23, 2004
Monday, June 1, 2004 - Friday, July 30, 2004

ADMINISTRATIVE SERVICES

Agreements

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

CN 92968.8 - Ratify - Amend - With College Enterprises, Inc., to extend the termination date from September 30, 2003, to December 19, 2003, to complete services that are being terminated through the Pulse Copy Centers at both the Liberal Arts and Pacific Coast Campuses.

CN 93003.7 – Ratify – Amend – With The Queen Mary, dba: RMS Foundation, Inc., to provide use of facilities for the Culinary Arts students, to extend the termination date from December 31, 2002, to December 31, 2004, at no cost to the District.

CN 93023.3 – Amend – With the County of Los Angeles, JDIC Unit, to terminate the current agreement, due to the dissolution of the College Police Department, effective December 10, 2003.

CN 93044.1 – Amend – With Southern California Outlaw Motorcycle Gang Investigators Associations, to provide use of facilities and instruction, to extend the termination date from April 30, 2004, to June 30, 2004, for an additional fee of \$10,000.

CN 93074.1 – Amend – With Long Beach Unified School District (Unified), for Long Beach Community College District to provide use of facilities lease including utilities, for Unified’s Head Start Program, to extend the termination date from December 31, 2003, to June 30, 2004, for a monthly rental fee of \$4,718.29.

CN 93088.9 – Ratify – Amend – With Patricia Barrett, to provide hearing officer services for the Personnel Commission regarding matters of employee discipline on an as-needed basis, effective July 1, 2003, through June 30, 2004, for a fee of \$850 per diem.

CN 93089.1 – Ratify - Amend – With Richard Callister, to provide hearing officer services for the Personnel Commission regarding matters of employee discipline on an as-needed basis, effective July 1, 2003, through June 30, 2004, for a fee of \$950 per diem.

CN 93094.9 – Ratify – With CPS Human Resource Services, to provide additional services for the District’s Human Resource area, to increase the contract amount by \$19,509.34, effective October 3, 2003, for a total contract amount not to exceed \$61,000.

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CN 93095.5 – Amend – With Justin Robertson, to provide graphic art services (digital and print) as necessary for the training program entitled, “SDS—The Faculty Perspective,” to extend the termination date from December 31, 2003, to December 31, 2004, for an additional amount of \$8,700, funded through the FIPSE grant.

CN 93105.3 – Ratify – Amend – With Garden Grove Hospital and Medical Center, to provide a clinical practice site for School of Health and Science students, to revise the effective dates from June 1, 2003, through May 31, 2005, to November 11, 2003, through November 10, 2005, at no cost to the District.

CN 93110.7 – Ratify – With Torrance Memorial Medical Center, to provide a clinical practice site for School of Health and Science students, effective August 1, 2003, through July 31, 2008, at no cost to the District.

CN 93110.8 – Ratify – With Long Beach Unified School District (Unified), for Long Beach Community College District to provide partial funding for Unified’s School-to-Career Counselors, effective November 1, 2003, through June 30, 2004, for the amount of \$5,000, paid with Tech Prep funds.

CN 93110.9 – Ratify – With the Chancellor’s Office, California Community Colleges, to provide funding for the Foster and Kinship Education Program, effective July 1, 2003, through June 30, 2004. Amount of funding is \$113,804.

CN 95003.6 – Amend – With Managed Health Network, to provide psychological counseling services and mental health benefits for eligible District employees and their dependents, effective January 1, 2004, through December 31, 2004, for a fee of \$12.75 per employee.

CN 95003.6 – Amend – With Managed Health Network, to provide psychological counseling services and mental health benefits for eligible District employees and their dependent, effective January 1, 2005, through December 31, 2005, for a fee of \$13.29 per employee.

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>
Highline Volleyball Club	LAC	Volleyball Games	Small Gym	Tu., Th, Sun. 10/03-1/04
Polish Tennis Assoc.	LAC	Tennis Tournament	Tennis Courts	10/18/03
FM Rocks	LAC	Film Shoot	Stadium	10/27, 28/03
Advanced Drivers Training	LAC	Driver Training	Stadium Lot	11/12/03
Partizan	LAC	Film Shoot	Stadium	11/18-11/20/03

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Entertainment

Sopp Chevrolet LAC Used Car Sale Stadium Lot 11/20-11/23/03

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

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

<u>Organization</u>	<u>Campus</u>	<u>Event</u>	<u>Facilities</u>	<u>Date</u>
LBCC Community Outreach	PCC	Children's Choir	Student Lounge	Fri. & Sat. Fall Sem.
Upward Bound	PCC	Student Activities	DD146	Mon-Thurs. 9/15-12/19/03
Upward Bound	PCC	Student Activities	EE160	Saturdays 9/20-12/13/03
LBCC Student Health Services	PCC	Health Fair	Student Life Center	10/21/03
E.O.P. & S.	PCC	Outreach	Student Center	10/22/03
LBCC AWS Council	PCC	Carnival & Dance	Student Center	10/24/03
LBCC Men's Volleyball	LAC	Tournament	Small Gym	10/25/03
League of African American Women	PCC	Mental Health Education	Dyer Hall, Student Center	10/25/03
LBCC Tennis	LAC	Tournament	Tennis Courts	10/26/03
LBCC Student Health Services	LAC	Health Fair	Nordic Lounge	10/28/03
LBCC Matriculation	LAC	High School Orientation	D112, 113, 135	11/1/03
LBCC Matriculation	LAC	Assessment Testing	Cafeteria Nordic Lounge	11/1, 12/6/03 1/24/04
LBCC Career Development	PCC	Job Fair	Student Center	11/5/03
LBCC Women's Volleyball	LAC	Tournament	Small Gym	Saturdays 11/8/03- 1/24/04
Black Student	LAC	Mentoring	College Center	11/8, 22,

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Alliance		Program		12/6/03
LBCC Women's Volleyball	LAC	Practice	Large Gym	11/8/03
AKNA	LAC	Leadership Conference	Gokstad, Helm, and Keel	11/14-16/03
Associated Men's Students	LAC	Basketball Fundraiser	Large Gym	11/15/03
Upward Bound	LAC	Workshop	D143	11/15/03
Senior Studies Program	PCC	Roberta Randall/ Eleanor Roosevelt	Dyer Hall	11/16/03
Economic Development	PCC	LOWDL Meeting	Student Center	11/20/03
Department of Defense	LAC	Training	Large Gym	11/21/03
Economic & Resource Development	PCC	Training Graduation	Student Center	11/21/03
LBCC PE Dept.	LAC	Basketball Tournament	Large Gym	12/5-7/03
LBCC Associated Women Students	LAC	Awards Banquet	Nordic Lounge	12/5/03

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

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

<u>Organization</u>	<u>Campus</u>	<u>Event</u>	<u>Facilities</u>	<u>Date</u>
Champion Youth	LAC	Pom Pom & Cheer Competition	Large Gym	1/8/04
L A County Sanitation Dist.	LAC	Waste Roundup	Stadium Lot	3/27/04
Champion Youth	LAC	Pom Pom & Cheer Competition	Large Gym	4/4/04

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

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

<u>Organization</u>	<u>Campus</u>	<u>Event</u>	<u>Facilities</u>	<u>Date</u>
ASB Cabinet	LAC	Banquet	Nordic Lounge	12/12/03
EOPS	PCC	Holiday Celebration	Student Center, Viking Corner	12/14/03
LBCC Basketball	LAC	Tournament	Large Gym	1/17/04

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

Donations

Accept the donation from Julius Blum, Inc., 7733 Old Plank Road, Stanley NC 28164, of one M51N1004* US Minipress 3-phase, one M51N1004.50 Minidrill 3-phase, two MZS.0040 Ministicks, two M01.ZB10.03, one M01.ZB10.02, two M01.ZB05.03, and one M01.ZB05.02 for use in the Cabinetmaking Program and request that a letter of appreciation be sent.

Accept the donation from Larry Baker Remodeling and Repair, P.O. Box 1613, Big Bear Lake, CA 92315, of miscellaneous construction supplies and hand tools for use in the Carpentry Program and request that a letter of appreciation be sent.

Accept the donation from Valentine Woodworks, 15361 Electronic Lane, Huntington Beach, CA 92649, of four office stations, 100 square feet of RTF tops, one reception wall, and 50 pair of drawer slides for use in the Cabinetmaking Program and request that a letter of appreciation be sent.

Accept the donation from Gulfstream Aerospace Corporation, 4150 Donald Douglas Drive, Long Beach, CA 90805, of 800 feet of hardwood lumber, assorted species, for use in the Cabinetmaking Program and request that a letter of appreciation be sent.

Accept the donation from Frank Chalmer owner of Coval, 15327 Illinois Avenue, Paramount, CA 90723, of one Holz Hea 1203 panel saw for use in the Cabinetmaking Program and request that a letter of appreciation be sent.

Accept the donation from Russ Venanzi, owner of Family Care, 26542 El Mar Drive, Mission Viejo, CA 92691, of one recently repaired series 92 Detroit Diesel Engine, electronic computer controlled, with the service records for use in the Diesel Program and request that a letter of appreciation be sent.

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

The motion carried, all voting aye.

ACADEMIC SENATE (Title 5, Section 53203)

Certificates of Completion (3)

It was moved by Member Clark, seconded by Member Polsky, that the Board of Trustees approve the following three (3) Certificates of Completion:

Criminal Forensics
Child Development – School Age Assistant Teacher
Child Development – School Age Associate Teacher

The motion carried, all voting aye.

Revisions to Certificate of Completion

It was moved by Member Uranga, seconded by Member Clark, that the Board of Trustees approve the following revisions on the Applied Music Instructor Certificate of Completion:

- Required minimum cumulative GPA of 3.0 changed to 2.5, and
- Time limit requirement from a two-semester limit to a two-year period.

The motion carried, all voting aye.

Course Being Added to General Education Plans (1)

It was moved by Member Clark, seconded by Member Uranga, that the Board of Trustees approve TART 30, Introduction to Dramatic Literature, for inclusion on the General Education Plan B Area C1; and on the General Education Plan C Area 3, Arts.

The motion carried, all voting aye.

New Course Recommendations

It was moved by Member Uranga, seconded by Member Polsky, that the Board approve the ten new courses for Fall 2004 and the four selected topics courses for Spring 2004.

BUSINESS & SOCIAL SCIENCES, SCHOOL OF
CAOTO 264, Call Centers (1.0)

CREATIVE ARTS & APPLIED SCIENCES, SCHOOL OF
CDF 210A, Skills/Strat. for Family Workers, Pt. 1 (3.0)
CDF 210B, Skills/Strat. for Family Workers, Pt. 2 (3.0)
CDF 273AD, Work Experience – Family Development (4.0)
CDF 298A, ST Family Workers, Pt. 1 (3.0)
CDF 298B, ST Family Workers, Pt. 2 (3.0)

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CDF 298CD, ST Fam. Work Experience (4.0)
R_TV 298AC, ST Non-Linear Editing Techniques (2.0)

TRADES & INDUSTRIAL TECHNOLOGIES, SCHOOL OF

CARP 219, Residential Roof Framing (4.0)
CARP 222, Residential Stairs (4.0)
CARP 225, Metal Framing (4.0)
CARP 230, Cost Estimating (4.0)
CARP 240, OSHA Safety for Construction (2.0)

TRADES & INDUSTRIAL TECHNOLOGIES, SCHOOL OF

LEARN 815, Introduction to Tutoring (0.5)

The motion carried, all voting aye.

SUPERINTENDENT-PRESIDENT

Superintendent-President's Report

Superintendent-President Kehoe: I have two items tonight. I'm glad Paul Creason is here. I believe I told you that we had applied for several grants and we have received the HUD Community Development Block Grant which is worth \$600,000. I really appreciate Paul's seeking out and working on these grants so that we do have the opportunities that these grants give to us. That announcement did appear in the Tri-County Bulletin on November 13.

The second thing is I need to inform you that your April 13, 2004, meeting is election day and I have a request from a Board member who is very involved in that election, to perhaps consider changing our meeting to April 6, 2004. It's still two weeks after our previous meeting and then also puts it before the May meeting. So, if I can have consensus we can start working on changing that date.

The Board approved, by consensus, the changing of the April 13, 2004, meeting date to April 6, 2004.

ACADEMIC AFFAIRS

Police Chief for a Day Award

Grant Boyer, Public Services instructor, introduced Jaime Ramirez, Administration of Justice student, who was the recipient of the Long Beach Police Chief for a Day Award.

STUDENT SUPPORT, PLANNING AND RESEARCH

No Report

ADMINISTRATIVE SERVICES

**Approval of Purchase Agreement for 3320 North Los Coyotes Diagonal
and 3325 Palo Verde Avenue, Long Beach, CA**

Vice President Oakley: Item 12.4 is the approval of the Purchase Agreement for 3320 North Coyotes Diagonal and 3325 Palo Verde Avenue in Long Beach. If you recall, at

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the last Board meeting this Board approved the purchase of 3340 North Los Coyotes Diagonal. These second two addresses, including the parcel that they sit on, were owned by Tenet Health Care and we have since negotiated a Purchase Agreement with them and present to you and recommend to this Board that you approve of the purchase of those two addresses for a purchase price of \$4.6 million, which, again, will be paid for by Certificate of Participation that we issued back in October 2000, and that will be paid for over time through the revenue generated from the tenants there at the two medical practitioner buildings.

It was moved by Member Clark, seconded by Member Uranga, that the Board of Trustees approve the purchase agreement for property at 3320 North Los Coyotes Diagonal and 3325 Palo Verde Avenue in Long Beach, California, for a purchase price of \$4,600,000. Closing of escrow is contingent on terms of the purchase agreement being met by December 15, 2003.

The motion carried, with members Clark, Polsky and Uranga voting aye, and Vice President Kellogg abstaining.

2003-2004 CCFS-31Q First Quarterly Financial Status Report

It was moved by Member Polsky, seconded by Member Uranga, that the Board of Trustees approve the 2003-2004 CCFS-311Q First Quarterly Financial Status Report of the Long Beach Community College District and authorize transmittal of the report to the Chancellor's Office, California Community Colleges.

The motion carried, all voting aye.

2002-2003 Audit

(see above)

Approval of Facilities Master Plan

Vice President Oakley: It is my great pleasure to finally be at a point where we can present to this Board a Facilities Master Plan that you have previously received. This plan, which was developed by RobbinsJorgensonChristopher – Roberta Jorgenson whom you have previously heard from, was developed over the last year and the primary function was to look at all of our facilities, look at our potential growth over the years and determine and help us look at opportunities that we can use to build facilities that will respond to that growth; build facilities that will help us improve the quality of life for students, staff and faculty. So, today I will introduce Bill Adams from Bovis Lend Lease who will walk us through this plan. I just want to specify that this plan, again, addresses the facilities that we have the opportunity to build. The Master Plan encompasses a build-out over the next 20 years and some of that build-out may not be funded by Measure E Bond funds because we may not have enough to fund the entire build-out, but it strictly identifies opportunities for us and helps us decide, so that we're looking at things long-term rather than short-term.

So, at this point, I'd like to thank Roberta Jorgenson for her work and then turn it over to the gentleman who will be responsible for getting this done, Mr. Bill Adams. I also want to make one last comment. The issue of the actual programs is being looked at in a separate venue and through separate discussions and so, once we have a better idea of where the

programs are going to move, we'll come back and address that at a later time. But, for now, I will turn it over to Bill Adams.

Mr. William Adams, Program Director, Bovis Lend Lease, presented a Powerpoint presentation which highlighted the following points:

Board of Trustee Meeting Status Update

Summary

- 1 - Master Planning
- 2 - EIR under way w/ upcoming Program EIR kick-off & Tech 1 ND
- 3 - Infrastructure Master Plan underway with scoping & negotiations
- 4 - Continue to develop the Master Budget
- 5 - Continue to track and update Prelim Master Schedule
- 6 - Campus-wide Surveys (HG)
- 7 - Campus-wide Conditions Surveying
- 8 - As-built Documentation
- 9 - Communications - Newsletter, Website, FTP Site, Campus Outreach, Project Success Planning (developed Bond Program Mission Statement)

- 10 - Project Status Updates (see sheets)
 - over 75% of Series A underway (design, etc.)
 - balance soon to be identified through Master Programming efforts
 - first project through DSA!

Master Program Budget & Schedule

- Preliminary for now
- will be updated in prelim form until final prioritization is approved
- identifies surplus and deficits

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- working with the District to align with Peoplesoft and other accounting systems across campus

- NOT SET IN STONE!

Moving Forward

1 – Continue to refine Master Budget and Schedule as information is made available from efforts by Master Planning Committee

2 – Identify additional projects for Series A and beyond

3 – Launch Program EIR process

4 – Increase public awareness via website and outreach

5 – Move Projects along

- South Quad Complex – move into Design Development
- Building R (Gym) Boiler – submit to DSA then bid

- Infrastructure Master Plan – move into planning of overall followed by individual phased work
- Master Program – complete, submit for review, adopt
- Tech Phase 1 – move into Construction Documents
- Tech Phase 2 – move into interim housing, bid, start construction
- CDC – complete Construction Documents, bid, start construction
- MM/NN Lighting – complete design, bid, start construction
- Horticulture Upgrade – complete design, bid, start construction
- Aeronautics Test Cell – start design
- Exterior Painting/Awnings/Signage – validate with Master Plan, start design

“FORWARD EVER, BACKWARD NEVER!”

Master Plan Presentation

What is included:

- A. breakdown of two campuses
- B. Historical background
- C. Existing conditions
- D. Planned construction
- E. Studies of campus areas itemizing components analyzed
 - pedestrian flow and promenades
 - vehicular flow
 - vistas
 - architectural styles
 - quads & courtyards
 - outdoor areas for activities, gathering, queuing, etc.
 - green space

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- entry plazas
- street treatment (crossings, landscape, control, etc.)
- community interface & identity
- parking
- (of course) buildings, landscaping, athletics, and so on...

Member Clark: Excellent presentation. In looking at the Master Plan I think all but two buildings are going to be renovated or added, so this is an enormous amount of work. Do we have money in the bond issue for all of this plan?

Vice President Oakley: That's a good question, Trustee Clark. What we wanted to do is identify all the work that can be done over the next 15-20 years to really give us a full view of what we'd like this campus to look like. Currently, I cannot say that there is enough money in Measure E bonds to do all that work, but we have the opportunity to continue seeking funding from the state to augment Measure E and, in the end, if we can't fulfill all of that work, we at least set the plan in place for future potential fundings that may arise. But, can we build everything with Measure E? Probably not.

Member Clark: We have talked, I think, of expending Measure E over seven, eight or nine years, because the longer you wait you've got inflation and you're going to get less for your dollar. So, we're not really talking about 20 years to spend the bond issue, I hope.

Vice President Oakley: No, that's correct. We have to try and anticipate what our growth over that period is going to be and try to build facilities that will accommodate that growth. Now, with Measure E, you're right. We're going to try and get through that work now that we have sort of a footprint of what we'd like to do and get it done as quickly as possible and if things that Bill pointed out such as easements complicate the timelines, but that is the plan and through that process identify where we cannot fund and develop plans to seek funding through the state as the state is able to generate revenue for capital projects.

Member Clark: Just a few specific things that basically pop up. The landscaping along Carson. Now you have to be careful that that is going to be low, because if you get it high, people don't see them walking and that immediately stands out as a problem and then we get sued because we put trees there that you couldn't see.

I would think that if we're going to eliminate the parking on that lot just south of Carson, Lot J, that as we do that, we should add the parking just below Lew Davis simultaneously.

Vice President Oakley: That's correct. There are triggers built into this plan so that if we choose to exercise the option to build a mirror of the south quad complex that would trigger the need to create more parking and we've identified an area that would be that place to build additional parking, because it also would be there for the Verizon folks to use and we could partner with them to build that facility. It would be triggered by the build-out of areas such as the one that Bill is pointing to right now.

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Member Clark: O.K. So if those buildings are built eliminating parking then it would basically trigger the development south of Lew Davis.

Vice President Oakley: That's correct.

Member Clark: I think it looks great and I think the accoutrements that we are putting in there, the landscaping and things of that sort, really make a much ... not that this isn't a nice campus and attractive, but I think things like that do make it much more attractive and very, very desirable. I assume that any approval of this is proviso on the basis of as we go along that it can easily be modified. We're not approving something that's locked in concrete.

Vice President Oakley: No. This is a living document. As we identify opportunities and challenges this document may need to receive a facelift.

Member Uranga: One of the things that I like about this plan is that it maintains the integrity of the campus in terms of open space, a lot of foliage, landscaping. It gives it some character which I'm really pleased about and I like the ideas of the signage. It's something that has been missing for quite some time. We have no signage, basically, at the Pacific Coast Campus to speak of – just PVC pipe and a sign. Here on this campus, also, the signage is set off from the road and you really have to look for it in order to see it. So, I like the character that this is going to be adding and maintaining the six points in terms of the design – the guiding principles. That says it right there and I'm really pleased with the plan so far.

Bill Adams: I think when you read it you'll get a lot more than what was presented. She does touch on all those areas, including the landscaping issues along Carson.

Vice President Kellogg: Again, the question I had... This is a Master Plan. Is there any ability to move this to more of a concept of design/build instead of the process we have right now where it's a step-by-step where you do the design, you go out to bid, bids come back in, then you start the construction, instead of the reverse of that where you're doing it almost simultaneously. The point of that is it's a very long process and the value of what you have diminishes. I'm concerned about that. Is there any ability where we can start to aggressively move this agenda forward and possibly look at the design/build concept.

Vice President Oakley: Certainly working with certain individuals – Bill Adams, Bovis, individuals like Ray Rodriguez who we brought on board recently, we're looking at ways to speed up the process. Unfortunately, the State Chancellor's Office has not gotten to the point where they readily allow community colleges to do design/build and I'll let Bill comment on that. So, we are still behind the curve in the community college system as opposed to the K-12 system, who is doing more of that work.

Bill Adams: I wouldn't add too much other than to say that if you read with the State Chancellor has written in their text it's in conflict. It says you can do it, but then you can't do it, so we're not sure if we have the right answer on that yet. Allyson I don't know if you want to add anything.

Roger Roman: It's coming down from the top. UCI is doing design/build like crazy and we're trying to get it down to the community colleges. The Chancellor has asked for

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outstanding examples and if we see something that just begs design/build, please present it. There is right now no standard program. It's just generally accepting design/build. We're putting one foot in at the time and the way they've defined it isn't clearly design/build like UCI. They want it both ways and want enough control so that it won't go wrong, so it's not a pure design/build.

Allyson Gipson: Let me just say that they are just writing the regulations on how to do design/build in community colleges in this fiscal year. So the whole process is new and they're really doing a couple of test programs right now and they have recommended three different districts to really kind of feel it out and see how it would work within the community college programs before it really gets a full launch. We're probably 18 to 24 months away.

Vice President Kellogg: Is there any way we could be one of those test projects.

Allyson Gipson: Actually, they have been selected and we are not one of those three districts, but it's probably best not to be in those three. I can tell you having been involved in so many building projects before, that the wrinkles that are going to come out are going to end up being a nightmare and are probably going to end up taking longer than the traditional design/build schedule. It's actually better. Because where we are with the program and the program development we have to do anyway, we're not ready to launch into design/build. When we are ready to launch construction we are going to be right on time before they have gotten the wrinkles worked out with design/build. The first projects going through that process I can tell you they are probably going to regret having done it, because really nobody at the Chancellor's Office really knows yet what they are dealing with and it's going to be a while before they get all that stuff out of the way and it's probably going to end up costing as much if not more than the traditional design/build projects.

Bill Adams: In the meantime, we're looking at the prioritization and looking at the projects that are kind of surfacing to the top, we're looking at ways to get them scheduled in sooner than later.

Vice President Kellogg: Considering design/build is not something new, and the UC system and other educational institutions have done it, it's just not to the community colleges, but design/build is much more practical and, again, my concern is and that was really the question I had that I mentioned earlier, is that the Master Plan is wonderful and when you do things to improve the ingress and egress of a campus, you improve the greenery of a campus, all those things cosmetically have a lot of impact on the school. At the same time, many people who passed the bond, they want to see the construction of facilities and my question for that is, using that one area, we talked about on the other side of Carson is utilized for lots of things right now and that was a question. But, I'm more interested as this document will be changed and there's input, I would like to see, and I don't know how we are constantly doing it, but I'm just very sensitive to the fact that this is bond money and so it's the responsibility we have to spend it in an appropriate and timely fashion and, personally, I'd like to see some construction of buildings that can house students, instructors and improve the capacity of the college vs. and I apologize for all the years at the University of Oregon where greenery was everything and that's my priority; so the question I had earlier about when can we foreseeably see construction of buildings and occupied over there on the south

side of Carson Street which is now an existing greenbelt? That was the question I had earlier and I don't know if we have an exact answer, because there are a lot of things in here and I know it's moving because I had a comment about a parking structure on the other side of Clark and Carson and I have problems with parking structures anyway since we have so much parking farther down. That's just a question. I don't really expect it to be answered here, but I was talking prior to the meeting about how we can make sure we feel very comfortable about how this process is moving and the priorities and that's for me personally and that's why I asked the question earlier.

Vice President Oakley: I think it's a good question and this is a good segue into a progress report. Much of what you see in the background in terms of buildings are what's in the queue now as well as the South Quad Complex. They are all in various stages of design, so I'll let Bill segue into his progress report.

It was moved by Member Polsky, seconded by Member Clark, that the Board of Trustees approve the Facilities Master Plan for bond and state-funded construction and renovation of buildings at the Liberal Arts and Pacific Coast Campuses.

The motion carried, all voting aye.

Bond Implementation Update

Bill Adams: Thank you. And you've already heard from them, but I brought two colleagues along. Project executive Allyson Gipson and Roger Roman.

We don't have an agenda, but we've provided you with a booklet and I'll walk you through this very quickly. What I want to do is give you kind of a summary of what we've done over the last several months and then tell you what we're going to do moving forward and give you a little background on what's in these books.

We've been working on items such as the Master Plan which you saw today, the Master Program, which is the analysis of spaces and programs and so on. We have started the EIR process on some of the projects. The Tech Phase One project, which is the state-funded project, has a CEQA requirement that has been submitted to the State Clearing House and is underway and in anticipation of getting that project approved by the state.

The EIR for the program will be kicked off in the very near future as we tie this effort down and really understand the vision and growth and everyone's behind it and approved it.

We have started work on the infrastructure master plan which a lot of people don't see and don't think about, but that is all the stuff in the ground, fixing the utilities, the communications and making this work across campus. That is underway and is being scoped and negotiated as we speak.

We are continuing in-house to develop our master budget and schedule in conjunction with all of these tasks. As things are known and made known we go into our budget and our schedule and we try to readjust them. The schedule you have in your packet does not show all the projects of the bond, it doesn't show all of the other projects you saw here in

the presentation. We filter those out. However, as those are known, we will start unfiltering those and putting them back where they belong. So when you look at that you won't see everything, but you should be able to see the ones that are included in the Series A Bond Issuance and the project sheets that are behind there kind of go into a little bit of detail, scope and status and where we are in the budget. You should see the planned start of construction and please take that with a grain of salt. Certain items that are out of our control, such as dealing with the state, have impact on those dates and the budget next year and the vote next year have some impact on some of the future ones. So, keep that in mind as you see these dates. We quickly update them as soon as we have new information, but as of today, that is our planned start of construction for those projects.

Member Clark: On Proposition E, do we still have the state involved in that?

Allyson Gipson: On any project on campus we deal with the Division of the State Architect and things are running from four months for a new building to a year.

Member Kellogg: And I just realized something. Does that cause a problem when people are speaking in the audience where we cannot pick that up, because that's actually very important information. Is it not being picked up at all?

Cindy Hanks: No. I've been watching and I think we're o.k.

Member Kellogg: Because that is valuable information we are providing, so if you can could you please go to the podium.

Bill Adams: There are a lot of discovery items we've been working on. As I mentioned the campus survey is getting "as built" information gathering as we've been going through surveying all the buildings to look at the conditions, making sure the "as-builts" are in order. We actually do the CAD work and produce those and hand them out to the architects. So, we're systematically going through all the buildings in the order that's needed for the master program efforts.

We have several tools for communication. Our newsletter. We've done at least four and our website. I really wanted to have it today, but I have not shown it to Mr. Oakley and until he looks at it, I cannot turn it on, but it will be up in the very, very near future and that should be a wonderful tool to get information from. We had to kind of pow-wow what we were going to put in there and we have some things now and it will be a good tool for people to go in there and learn what we do, the terms, and status of things.

We have lots of FTP sites and transferred large documents and we've done some campus outreach, meeting with different committees and groups to explain what we're doing. We did a Project Success Planning and I won't go into detail, but that was a meeting with myself and key stakeholders to understand their needs of the project.

In the booklet, you'll see the Project Status Sheets. I think those are pretty self-explanatory. Where we have information, it's included. If we didn't have it, we noted "To Be Determined" or "Not Applicable." It will give you an idea of where we are on those projects and you can see how close we are to construction. We did get DSA

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approval for the Prop. 47 Tech Phase Two. We got that on the 25th of November. It is in the State's hands to approve it and give us notice to advertise for construction. So, we are now at the mercy of the State. As soon as we get an idea of what they are going to tell us timewise, we'll start populating that schedule with more realistic dates to get it advertised and hopefully out in the ground with brick and mortar. So that is probably going to be one of the first ones if we don't catch up with some of the other ones, depending on what happens at the State. I hear you loud and clear about the interest there.

One interesting point. We are about 75% as far as the Series A \$40 million. About 75% of that money is underway right now. It's not spent, but it's underway. It's kind of important for everybody to know that those projects are in planning or design and they are moving along. We hope to get that 100% real quick.

Lastly, moving forward, we are going to continue to do our scheduling and budgeting. We are going to continue to identify other projects that can be done on the Series A bond sale. We're going to launch our EIR process. We are going to continue to increase our public awareness of the project. We are going to move the project along. We are really trying to get those so we can get into the dust and noise. I'd rather have a phone call about dust and noise than nothing. On the South Quad we should be moving into design development very soon. We have a Building R program that's about to go to DSA. It's coming close to being finished in design. The Infrastructure Master Plan we should be able to get that started and in the next six months outline what is to be done across both campuses. We will finish the Master Programming effort to finalize, hopefully, the prioritization of all projects through Measure E and other. Tech Phase One we are moving into construction documents. Tech Phase Two we will hopefully start bid and construction. CDC – go into construction documents; bid and construction. The MM lighting project complete design, bid and start construction. Horticulture, complete design, bid and start construction. Test Cell start design and, lastly, the exterior painting and signage at PCC, validate with this Master Plan we just received and get on with that project and get it into design.

So, as we say, forward ever, backward never, and I hope that gives you enough information to chew on until the next meeting.

Member Clark: How does the market look as far as construction.

Bill Adams: Well, we know a couple of things are going on. The K-12 industry is sitting with a lot of projects on their shelves just waiting for the vote in March and they are taking risks to move forward, so we know that possibly in the summer, it will be inundated.

Our cost estimator is very well aware and as we do our internal estimates, we look at that every time to see where we are going to be. It all depends on how the vote goes and if the budgets get past in the State, but right now, Allyson, how are you seeing it?

Allyson Gipson: Well the one thing that we're seeing is that the larger projects are getting a lot of attention. Where we have an advantage over the K-12 district is that most

of their projects are a little bit on the smaller side, with the exception of new schools. Most of the really big new schools are being built by LA Unified and a lot of the contractors that have dealt with LA Unified in the past don't want to deal with LA Unified again. So they are looking for comparable projects that are typically in the community college or UC framework. Community colleges haven't had funding in so long that there's just now an influx of money coming in. I can tell you by the beginning of February we'll have a very strong idea of what the market is looking like. At Los Angeles City College, which is another project we're working on, we're about to put \$40 million on the street for two buildings on that campus that are going to be bid together. So we'll be able to see how true those numbers are coming in and those projects actually have some other factors in it that you really don't have to deal with. A project labor agreement is involved in those, which scares a lot of bidders off. They also have LEAD involved in it and that's the energy efficiency program, which is very tricky for some bidders. So far, the interest in those projects has been very, very strong. We get calls every day asking when they are going out to bid. So it's a very good sign that the interest is out there for community college work and it bodes very well for this district.

Vice President Kellogg: I think it's very important that when we look at the new Child Development Center and the Automotive Technology Building that those are exactly the bricks and mortar and I think it's critical we keep doing these updates to get the information out as much as we can. Newsletters are good. I look at those, but when people start to see actual construction and I don't quite know what mechanism we can use as a Board where we feel comfortable with the timeline, the priorities and what issues can come up. The last thing I believe Board members want to have is an item that is very controversial or the issue is why are we spending bond monies on this when it should have been spent on that. I think it's time that we have these type of public airings because it's critical and there are some very good things to report. So, the question is going to be farther downrange, protecting taxpayer dollars and doing positive things. So that's where my questions are always going to come from. I really do want to see something. There are complaints you will get during the noise and dust, but we have to make some good positive progress for the college and we have an opportunity here. I personally don't want to see us miss this opportunity where future bond sales are hindered because we didn't do a good job of spending the money properly or in an efficient manner. I think these should be sooner rather than later, like most people. So I don't quite know how we do that as a Board where there are positive and excellent reports and we're moving forward. I'd like to see it sooner so we have a real comfort level on agendizing issues that come up or may be coming up and I don't quite know how we are going to do it, but these are good positive steps.

Superintendent-President Kehoe: Trustee Kellogg. Might I suggest that we do regular updates, though they may be short ones, for the projects that are currently underway – what is currently going on – that may be affecting constituents, whether seen as buildings or unseen as boiler replacements and that we do those updates so that the Board knows what is currently happening. If that would be satisfactory, we can put a standard item on the agenda for that.

Vice President Kellogg: I think it's very important and in the newsletter they talked about the boilers and I know when I first looked at it, my comment was is that a capital

improvement or is that deferred maintenance. That's why those are important things to air because there are many people who are very critical of bond sales and they are going to look at that and items such as possibly those they will feel that are deferred maintenance that you, the Board of Trustees, should have been dealing with in a timely fashion and not bond funds to be used for. So, I think it's important we do things like that. I think it's critical. Excellent report. Thank you.

PACIFIC COAST CAMPUS

No Report

ECONOMIC AND RESOURCE DEVELOPMENT

No Report

ACADEMIC SENATE

No Report

TRUSTEES COMMUNICATIONS

Trustee Clark: Let me just give a quick report on the Annual State Conference which was in Oakland. Several workshops and speakers were interesting. We had an excellent speaker and I should have written her name down, she was very active here – oh yes, Janice Wellman. She was talking about finance and accountability and what effect accountability had on recruitment in that everybody wants to get students if they can transfer to the college, so there is a relationship there in some fashion.

Also, a workshop in regards to bachelor's degree that one of the colleges up north – the campus out of San Mateo – is doing working with San Francisco State which is interesting, probably more academic than practical at this point for our consideration.

We had several workshops in regards to facilities utilization and I would like to see us have a look at that at our workshop to see how we handle facilities utilization. If we could do that.

Superintendent-President Kehoe: Yes.

Member Clark: The underfunded districts had a meeting. The League, through the CCCT Board and the CEOs who make up the League, have a program that we're presenting and it was presented for the first time to the group. Obviously there are probably going to be some modifications to it, but I think this is the first step we really had to bring out some unification, not only within this area here which seems to be more of a hotbed of the underfunded districts, but throughout the state and adopt this as a policy that they have and having worked with this and made a motion at our CCCT Board and we did adopt this as one of our goals and the CEOs concurred. So we're working on that.

Interesting enough Erin Gruell, who you remember was at Wilson High, and a number of her students were there and she was a speaker in regards to that experience and she did indicate her relationship with City College and her students who came out here.

It was a very good workshop and was pleased to be there.

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Member Uranga: Thank you, Dr. Clark, for that report. It was very informative. I think you had a good conference.

I just want to invite you – this coming Saturday is the Daisy Lane parade which runs through the middle of my district – so you're welcome to participate and I invite the Board to join me in that wonderful parade. It's the only neighborhood parade in the country. It goes right straight through the middle of the neighborhood.

Also, I want to commend the Associated Men Students on their banquet. It was very well structured, very well run, very tight and we got out early. And I will be at the banquet on Friday. And congratulations to the Soccer team and the Water Polo team on their State championships.

NEW BUSINESS

There was no New Business.

FUTURE REPORTS

Future Reports or Discussion Items Requested by Board Members:

January 20, 2004: Two-College District Committee Report

February 17, 2004: Impact of State Budget Cuts on LBCC Students

PUBLIC COMMENTS (NON-AGENDA ITEMS)

At their request, members of the public will be given the opportunity to address the Board of Trustees on matters of general District business. This is the time for members of the public to speak and be heard and share their comments with the Board and for the Board to listen. Therefore, the public should not expect the Board to comment or respond to public comments. A particular position should not be inferred if there are no Board member comments during this time.

A total of five (5) minutes will be allotted to each subject, unless extended by the Board President. After receiving testimony, the Board may recommend placing such item or item(s) on the agenda of a future meeting or referring the item(s) to staff for a report.

Brandon Esten: My name is Brandon Esten and I am an alumni student in the program. I actually have two subjects to speak about. The first I'm speaking for Ron Bates who is also a student in the Aviation Department of which I am an alumni.

We're concerned about being moved to the Pacific Coast Campus. Frankly, apparently there was a plan for this once in the past and we lost 50% of our enrollment and I would just like to vamp for a minute on a couple of comments of some of the Board members worried about moving forward with the process of revamping the campus and things like this and being very positive in that movement in a forward direction. You don't want to circumvent certain processes like taking into account the movement of certain programs. We are worried about our program losing all of our enrollment and things like this. That's the first thing.

And the other thing, there was also a comment about the desirability of coming to Long Beach City College and having an Aviation Program which, by the way, I've got some petitions and things like this to pass out. It's been a very desirable program to come to. We've got a very extensive and successful alumni. I, myself, am up for an interview with America West coming up

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pretty quickly and I would not be here today if it wasn't for Long Beach City College with this success in my near future. So, I would just like to express my concerns and be the voice for the other students in the program.

On a related topic, I would just kind of like to talk to you a little bit about some of the successes that we've had in the recent past. We just had a new simulator donated to our program. It's a turbo prop airliner style simulator and we also had a new Website donated to our program, which you can come and see. These are very nice additions to the program. Thank you very much for the opportunity to speak.

Vice President Kellogg: Thank you, sir, for taking the time.

ADJOURNMENT

Vice President Kellogg adjourned the meeting at 6:45 p.m. The next regular meeting of the Board of Trustees will be held on January 20, 2004. 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