

BOARD OF TRUSTEES

LONG BEACH COMMUNITY COLLEGE DISTRICT

Minutes of Meeting of February 17, 2004

The meeting of the Board of Trustees of the Long Beach Community College District, County of Los Angeles, California, was held in Building FF, Dyer Assembly Hall, Pacific Coast Campus, 1305 East Pacific Coast Highway, Long Beach, on February 17, 2004.

CALL TO ORDER

The meeting was called to order at 4:10 p.m., the items to be discussed in closed session were announced and the meeting was adjourned to closed session.

The meeting was reconvened in open session at 5:07 p.m., in the Board Room, Building I, Liberal Arts Campus. President McNinch reported that, in closed session, no action was taken.

PLEDGE OF ALLEGIANCE

Joy Grey, a member of the Women's Soccer team, led the Pledge of Allegiance.

ROLL CALL

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

WELCOME AND INTRODUCTIONS

President McNinch welcomed everyone to the meeting.

APPROVAL OF MINUTES

President McNinch: Is there a motion for approval of the minutes of January 20, 2004?

It was moved by Member Kellogg, seconded by Member Uranga, that the minutes of the meeting of January 20, 2004, be approved as distributed. The motion carried, all voting aye.

ORDERING OF THE AGENDA

President McNinch: It has been asked that 11.1 be moved up. We'll put that right after the Student Trustee report. We certainly want to honor our women athletes, but we do want you also to stick around for a little bit and see what we do here.

REPORT OF BOARD OF TRUSTEES

Support of Propositions 55, 57 and 58

Member Clark: I think that it is critical in regards to three propositions: Proposition 55, which is the state bond issue for schools and construction; Proposition 57, which is the bond to largely replace the existing bonds, but it does have additional money in it to try to provide funds so we don't have radical cuts this year; and Proposition 58, which goes along with 57 and requires a balanced budget. I don't think any of us are too happy to have to borrow to pay off the debt. If we don't have that money, I think it's going to be rather serious. I think the students here realize we've had some cuts and it's not good and now we're having difficulty and access to the universities is decreasing and that affects our students. I think that it is necessary that we advocate the support of these and do all we can to see that they pass. Madam Chairman, I would recommend we support Propositions 55, 57 and 58.

It was moved by Member Clark, seconded by Member Polsky, that the Board support the following propositions appearing on the March 2, 2004, ballot:

Proposition 55: Public Education Facilities Bond Act of 2004 (Kindergarten-University Public Education Facilities Bond Act of 2004) – This twelve billion three hundred million dollar bond issue will provide funding for necessary education facilities to relieve overcrowding and to repair older schools. Funds will be targeted to areas of the greatest need and must be spent according to strict accountability measures. Funds will be also be used to upgrade and build new classrooms in the California community colleges, the California State University and the University of California, to provide adequate higher education facilities to accommodate the growing student enrollment. These bonds may be used only for eligible projects.

Proposition 57: California Economic Recovery Bond Act - One time bond of up to fifteen billion dollars to retire deficit.

Proposition 58: California Balanced Budget Act – Requires the enactment of a balanced budget, addresses fiscal emergencies, and establishes a budget reserve.

Superintendent-President Kehoe: Madam Chairman. Could I have Mr. Oakley report on the projects that come under Prop. 55 that affect the students?

President McNinch: That would be appreciated.

Vice President Oakley: Proposition 55 includes for the Long Beach Community College District two major projects. In particular, the two Learning Resource Centers/Libraries. One at the Pacific Coast Campus and, in this case would mean, the new construction of a Library/Learning Resource Center at the Pacific Coast Campus and that's about an \$8.5 million project, as well as the renovation of the Learning Resource Center at the Liberal Arts Campus. Furthermore, it includes money for, what we're calling, the Tech Phase I project

**Minutes, Meeting of the Board of Trustees
February 17, 2004**

which is the Manufacturing Technology project at the Pacific Coast Campus and funding for equipment for the Child Development Center at the Pacific Coast Campus. This bond would have a great positive impact at the Pacific Coast Campus if it passes.

Member Kellogg: A question for clarification. A lot of times propositions the numbers start to all go.... and you can't figure between 1 to 2. But, the bond issues that Trustee Clark mentioned, those two items – and the fact that it's pushing off a debt to future generations, but it's a necessity to present before the voters and the voters will decide obviously whether they want to do that for education – but my question is on Prop. 58, I'm looking down at the California Balanced Budget Act, the question I have is this the one where the two-thirds requirement is being dropped down to 55%.

Member Clark: No. That's another one – Proposition 56. These two are locked together – 57 and 58. They both have to pass.

Member Kellogg: Those are the two that do have to go together. So the one where the requirement.... That's the one where the legislators say they won't get paid until they have a balanced budget, or they get paid overtime, or something ridiculous and the bigger key to that one is that's the one where the requirements are reduced down to 55% from two-thirds, that's not what we're talking about here. I just wanted to make sure.

The motion carried, all voting aye.

Resolution, Women's History Month

It was moved by Member Uranga, seconded by Member Polsky, that the Board approve Resolution No. 021704 recognizing March 2004 as Women's History Month.

The motion carried, all voting aye.

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.

Four Long Beach City College students will be attending the College Bowl regional competition this weekend. The team composed of Janny Chang, Angel Johnson, Petro Kostiv, and Duke Rescola, will represent LBCC at this competition which will be held at UC Davis. The team will be sponsored by the ASB. If the LBCC team is successful at this competition, they will then participate at the national competition.

The annual Spring Sing event will be held on March 5th at the Liberal Arts Campus. The event will begin at 7p.m. The theme for this year's event will be "Memories of..." Proceeds from this event will go to scholarships for LBCC students. I encourage everyone to attend this great event which never fails to leave the audience stunned. The Opening Celebration for Black History Month took place on February 4th at the Pacific Coast Campus. The event marked the beginning of several Black History Month

**Minutes, Meeting of the Board of Trustees
February 17, 2004**

events. This event featured music and inspirational words from successful and insightful individuals. The calendar of events for this year's Black History Month celebration features more events than have ever been seen before at LBCC. You are invited to attend the Closing Ceremony at LAC, in the Nordic Lounge on February 26th. The event will begin at 5 p.m. and will feature portions of various events that have taken place throughout the month.

The Associated Women Students sponsored a blood drive on February 4th at the Liberal Arts Campus. The event took place in the Nordic Lounge from 7:30 a.m. to 4:30 p.m. Students exchanged a pint of blood for a pint of delicious Baskin Robbins ice cream.

I received correspondence from two concerned LBCC students that attend the Pacific Coast Campus. The students requested that new desks among other necessary equipment, be purchased. The concern came about after a student suffered a fall after sitting in a faulty desk. I have provided the board and administration with a copy of the letter. On behalf of the students, I would like to ask for action to be taken regarding this incident to prevent a serious injury.

President McNinch: Thank you, Natalie, a fine report. I do want you all to know that Natalie represented the students of this college in a most outstanding fashion when we were in Washington, D.C. The Washington, D.C. National Legislative Summit consists of a few days of learning to be on the same page with the all the other community colleges and their issues and then a few days of actually visiting our legislators in their offices in Washington, D.C. Natalie presented the voice of the students in a very dignified, respectful, compelling and enthusiastic manner. I happened to sit in on a couple of other lobbying sessions that didn't include our student, but included some students from other community colleges and Natalie made them look like a bunch of hicks. She really did. She was respectful; she made her point; and she was extremely effective. Natalie, I know your Mom is really proud of you for what you do and I just want the students to know that they also have an excellent spokesperson.

Member Uranga: I also want to include the fact that she also represented the students at the Sacramento seminar and she actually got to be on the floor of the Assembly and got herself on TV and introduced by Assemblymember Oropeza. Natalie, a job well done.

Recognition of the Long Beach City College State Champion Women's Water Polo Team and the State and National Champion Women's Soccer Team

**Minutes, Meeting of the Board of Trustees
February 17, 2004**

Mickey Davis, Interim Dean, Physical Education introduced Chris Oeding, Coach of the Long Beach City College State Champion Women's Water Polo Team, who introduced the team members present:

Samantha Arnold
Jessie Oshan
Kim Hayes
Kristine Ross
Lauren Lloyd
Jenny Rueda
Viviana Morales (who was named MVP)
Cia Cobb

(also present was Coach Dave Kasa)

Mickey Davis announced that Coach Chris Oeding was named Coach of the Year for the entire State of California.

She then introduced Mauricio Ingrassia, Coach of the State and National Champion Women's Soccer team who introduced the team members present:

Amira Ebell
Joy Grey
Whitney O'Regan
Jenny Smith
Kristin Bilby
Tiffany Pettit
Jenna Duncan
Nici Meyer
Kristin Childers

Mickey Davis announced that Coach Mauricio Ingrassia was named Coach of the Year for the State and the Nation.

The Board applauded and commended these teams and their coaches on their outstanding accomplishments.

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 Public Comments)

The following items were part of the Consent Agenda

HUMAN RESOURCES (Academic)

**Minutes, Meeting of the Board of Trustees
February 17, 2004**

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

Appointments

12-Month Management	1
Hourly Instructors – Spring	272
Hourly Counselors – Spring	12
Hourly Coordinators – Spring	1
Hourly Librarians – Spring	2
Hourly Substitutes-Spring	2
Hourly Readers – Spring	5
Evening Administrators – Spring	2
Sabbatical Leaves	24
Stipends	10

In-Service Changes

Change of Salary – Contract	2
Change of Title	1
Mileage	2

HUMAN RESOURCES (Classified)

APPOINTMENTS

Probationary	14
Permanent	1
Working Out of Class	1
Temporary	67
Exempt From the Merit System	273

INSERVICE CHANGES

Leave of Absence Without Pay	2
------------------------------	---

SEPARATION FROM THE DISTRICT

Termination	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:

**Minutes, Meeting of the Board of Trustees
February 17, 2004**

FINANCE

Appropriation Transfers

- (a) Appropriation Transfers number 107036, 107087, 107151, 107238, 107358, and 107388 for the Unrestricted General Fund, in the amount of \$58,601 as listed.

From:	Books and Supplies	\$ 4,100	
	Other Operating Expenses	28,480	
	Other	<u>26,021</u>	\$ <u>58,601</u>

To:	Academic Salaries	\$ 6,774	
	Classified Salaries	12,682	
	Staff Benefits	2,380	
	Other Operating Expenses	11,506	
	Capital Outlay	22,699	
	Interfund Transfer	<u>2,560</u>	\$ <u>58,601</u>

- (b) Appropriation Transfers number 107045, 107050, 107065, 107125, 107159, 107175, 107200, 107380, 107385, and 107498 for the Restricted General Fund, in the amount of \$180,228 as listed.

From:	Academic Salaries	\$ 14,396	
	Classified Salaries	10,747	
	Staff Benefits	5,717	
	Books and Supplies	3,652	
	Other Operating Expenses	67,006	
	Capital Outlay	70,077	
	Other	<u>8,633</u>	\$ <u>180,228</u>

To:	Academic Salaries	\$ 1,266	
	Classified Salaries	34,477	
	Staff Benefits	7,011	
	Books and Supplies	16,052	
	Other Operating Expenses	10,262	
	Capital Outlay	<u>111,160</u>	\$ <u>180,228</u>

Included in the appropriation of \$180,228 for the Restricted General Fund is the following transfer greater than \$25,000:

<u>AT</u>	<u>From</u>	<u>To</u>	<u>Department</u>	<u>Amount</u>
107385	589000-12-646000-0710	646000-12-646000-0710	Financial Aid	\$ 54,896
		564000-12-646000-0710	Administration	

From Other Service, Financial Aid Administration to Equipment NI\$5,000 and Rent Equipment, Financial Aid Administration to cover buyout requisition Y225799.

<u>AT</u>	<u>From</u>	<u>To</u>	<u>Department</u>	<u>Amount</u>
107498	647000-12-684500-9610	249000-12-053800-9630	Computer and	\$ 11,120

**Minutes, Meeting of the Board of Trustees
February 17, 2004**

395100-12-053800-9630	Office Technologies	779
641000-12-053800-9610		38,865

From Equipment NI \$5,000, Dean of Economic Development to Classified Hourly, Staff Benefits Instructional, and Equipment Instructional >\$5,000, Computer and Office Technologies to upgrade lab and provide assistance for students.

- (c) Appropriation Transfer number 107073 for the Child Development Fund, in the amount of \$1,050 as listed.

From:	Books and Supplies	\$	<u>1,050</u>
To:	Other Operating Expenses	\$	<u>1,050</u>

Salary Warrants

Ratify issuance of salary warrants listed on Register No. 4162 through Register No. 4167 for the period of December 26, 2003 through January 23, 2004, in the amount of \$6,175,545.09 as listed.

Register No. 4162 Issue Date 12/31/03	Warrant Nos. 0719527– 0719664	\$	4,472,637.67
Register No. 4163 Issue Date 01/09/04	Warrant Nos. 0719665 – 0719989	\$	881,129.80
Register No. 4164 Issue Date 01/09/04	Warrant Nos. 0719990 – 0720036	\$	133,574.72
Register No. 4165 Issue Date 01/09/04	Warrant Nos. 0720037 – 0720641	\$	408,494.19
Register No. 4166 Issue Date 01/19/04	Warrant Nos. 0720642 – 0720685	\$	39,707.71
Register No. 4167 Issue Date 01/16/04	Warrant Nos. 0720686 – 0720723	\$	<u>240,001.00</u>
	Total Salary Warrants Issued	\$	<u>6,175,545.09</u>

Commercial Warrants

Ratify issuance of commercial warrants for the period of December 26, 2003, through January 23, 2004, in the amount of \$7,863,351.09 as listed.

Period Ending December 26, 2003

**Minutes, Meeting of the Board of Trustees
February 17, 2004**

Unrestricted General Fund	\$ 45,429.99	
Restricted General Fund	12,896.34	
Child Development Fund	2,960.60	
General Obligation Bond Fund	216,419.35	
Payroll Benefits Fund	<u>14,231.73</u>	<u>\$ 291,938.01</u>

Period Ending January 2, 2004

Unrestricted General Fund	\$ 3,739.98	
Restricted General Fund	3,842.11	
General Obligation Bond Fund	144,957.31	
Student Financial Aid Fund	<u>3,339,224.81</u>	<u>\$ 3,491,764.21</u>

Period Ending January 9, 2004

Unrestricted General Fund	\$ 677,125.63	
Restricted General Fund	19,508.84	
Child Development Fund	400.00	
Capital Outlay Projects Fund	4,825.31	
Community Service Contract Ed	816.84	
Self Insurance Fund	6,655.53	
Student Financial Aid Fund	2,608.34	
Payroll Clearing Fund	276,440.12	
Retiree Benefits Fund	<u>1,797.75</u>	<u>\$ 990,178.36</u>

Period Ending January 16, 2004

Unrestricted General Fund	\$ 254,093.30	
Restricted General Fund	27,243.06	
Capital Outlay Projects Fund	224.00	
General Obligation Bond Fund	228,010.65	
Community Service Contract Ed	7,657.93	
Student Financial Aid Fund	21,890.24	
Retiree Benefits Fund	<u>295,707.19</u>	<u>\$ 834,826.37</u>

Period Ending January 23, 2004

Unrestricted General Fund	\$ 226,720.56	
Restricted General Fund	22,283.35	
Capital Outlay Projects Fund	2,989.00	
General Obligation Bond Fund	341,472.98	
Community Service Contract Ed	472.55	
Self Insurance Fund	385.00	
Student Financial Aid Fund	<u>1,660,320.70</u>	<u>\$ 2,254,644.14</u>

Five Weeks Total \$ 7,863,351.09

Included in the total expenditure of \$7,863,351.09 are the following payments greater than \$25,000, excluding employee benefits and utilities:

Unrestricted General Fund - 01

1. \$104,164 to Long Beach Police Department, for security service for the District for October 2003 and November 2003.

**Minutes, Meeting of the Board of Trustees
February 17, 2004**

2. \$ 60,000 to USPS, for advance deposit postage for postage meter.
3. \$ 59,100 to College Enterprises, Inc., for duplicating charges through Pulse for November 2003 and December 2003.
4. \$ 29,253 to First Union, for First Union VISA purchasing card for December 2003.

Capital Outlay Projects Fund - 41

1. \$136,800 to Ciber, for PeopleSoft professional services from November 15, 2003, through December 12, 2003.
2. \$103,750 to Wolff, Lang, Christopher Architects, for professional services from August 1, 2003, through August 31, 2003, for Technology Building replacement.
3. \$ 99,310 to Dell Marketing L.P., for Dell servers, PeopleSoft implementation hardware.
4. \$ 75,000 to First American Title Company, for deposit to open escrow for purchase of building at 3320 North Los Coyotes Diagonal, and 3325 Palo Verde Avenue, Long Beach, California.

General Obligation Bond Fund - 42

1. \$392,994 to Bovis Lend Lease, for bond and state funded program management services, November 1, 2003, through December 31, 2003.
2. \$44,895 to P2S Engineering, Inc., for Building "R" boiler and electrical power upgrade, Liberal Arts Campus.
3. \$ 38,584 to Gonzalez/Goodale Architects, for design and engineering services for the South Quad Complex Liberal Arts Campus, and for Building F reimbursable expenses, from November 1, 2003, through November 30, 2003.

PURCHASING

Bond Contract Awards

CN22006.1 – With KPMG LLP for audit services for the Measure E Bond funds as required by Proposition 39, effective February 18, 2004, through December 31, 2004, for the amount of \$43,000, paid by bond funds.

CN22006.1 – With Goodrich, Goodyear and Hinds, to provide audit services for the Bond Fund, effective July 1, 2003, through Jun 30, 2004, for a fee of \$3,000, paid with Bond funds.

Contract Awards

CN 99615.9 – Ratify – With Minco Construction for the electrical upgrade, Building A, at the Liberal Arts Campus in the amount of \$147,770.

CN 99625.4 – With California Commercial Real Estate Services for real estate management services for the medical buildings at the Los Coyotes property effective February 1, 2004 through December 31, 2004, for a monthly fee of \$3,000 for Basic Services. Total Basic Services not to exceed \$36,000. Reimbursables and repairs not to exceed \$10,000.

CN 99627.5 – With RDS Architects for architectural services for the Veterans Stadium field improvement, effective February 1, 2004, through October 1, 2004, in an amount not to exceed \$140,000.

**Minutes, Meeting of the Board of Trustees
February 17, 2004**

Bond Contract Amendment

CN 22003.1 – With RobbinsJorgensenChristopher Architects, Inc., Amendment #4, for bond implementation planning services to increase the contract amount by \$602.02 for a total contract amount not to exceed \$100,602.02.

Contract Amendment

CN99619.1 – With Turbo Data Systems, Inc., Amendment #7, for processing parking citations to increase the contract an additional \$6,000 for a total annual amount not to exceed \$12,000.

Completion of Contract

CN99605.9 – With Accent Asphalt Maintenance Systems for slurry seal and stripe Parking Lots D and E at the Liberal Arts Campus and the Parking Lot at the Pacific Coast Campus for a total fee of \$38,900. Project was completed on January 16, 2004.

Amendments of Board Actions

CN 22004.2 – With Spencer/Hoskins Associates, for architectural and engineering services for design of the new District facilities yard and interim housing for Technology Phase II at Veterans Stadium, to change the contract number from CN 22004.3 to CN 22004.2.

CN 22003.2 – With Bovis Lend Lease, Inc., Amendment #2, for program management services for bond and State funded projects to change the initial term date to June 30, 2005.

Purchase Order Approvals/Ratifications

Authorize the issuance of purchase orders for the period December 15, 2003, through January 23, 2004, in the amount of \$247,970.25 as listed.

47874 – 47981	<u>\$247,970.25</u>
Total amount	<u>\$247,970.25</u>

There are no purchase orders greater than \$25,000 in the total purchase order amount of \$247,970.25.

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:

Materials Fees

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

BUSINESS & SOCIAL SCIENCES, SCHOOL OF

CBIS 251, Introduction to ASP.NET (3.5) \$3.00

CS 21, Introduction to Computer Science I (3.5) \$3.00

**Minutes, Meeting of the Board of Trustees
February 17, 2004**

CS 22, Introduction to Computer Science II (3.5) \$3.00

Agreements

CN 92536.4 – Ratify – Amend – With Alamitos Belmont Convalescent Hospital, to provide a clinical practice site for School of Health and Science students, to extend the termination date from February 4, 2004, to February 4, 2006, at no cost to the district.

CN 92988.3 – Ratify - Amend – With Bellflower Medical Center, to provide a clinical practice site for School of Health and Science students, to extend the termination date from September 1, 2003, to September 1, 2005, at no cost to the District.

CN 93002.6 – Ratify – Amend – With Ewing & Company, to provide classification reviews salary placement for the Personnel Commission and its staff, to increase the contract amount by \$7,000, for a total contract amount of \$13,000, effective February 1, 2004.

CN 93058.7 – Ratify – Amend – With John Douglas French Center, to provide a clinical practice site for School of Health and Science students, to extend the termination date from August 13, 2003, to August 13, 2005, at no cost to the District.

CN 93096.8 - Ratify – Amend – With Alvarado, Smith & Sanchez, to increase fees for legal services effective January 1, 2004, by \$15,000, for a total contract amount of \$95,000.

CN 93103.6B – Ratify – Amend – With United of Omaha, who issues the Supplemental Employee Retirement Premiums, to have the supplemental premium amounts approved for 2004 in the amount of \$32,548; and establish that the annual premium for each of the next four calendar years is \$32,548 through the calendar year ending December 31, 2008.

CN 93108.7 – Ratify – Amend – With the City of Long Beach, use of transmitter facility, Signal Hill, to provide reprogramming for District radios, effective September 1, 2003, for the amount of \$3,524, for a total contract amount of \$9,524.

CN 93111.4 – Ratify – Amend – With the National Conference for Community and Justice, to cover additional services not previously sent to Board, to increase the contract amount by \$1,400 for a total contract amount of \$6,400.

CN 93111.8 – Ratify – With Mt. San Antonio College, to provide funding to establish a consumer education center targeting under-served students, effective December 1, 2003, through June 30, 2004. Amount of funding is \$5,000.

CN 93111.9 – With Whittier College, to provide use of facilities for the Upward Bound program summer session, effective July 11, 2004, through July 31, 2004, for the amount of \$7,300. A deposit of \$25,000 is required by March 31, 2004.

CN 93112.1 – Ratify – With the U.S. Department of Housing and Urban Development, to provide funding for the District to offer a program to provide information, training coordination and referrals for moderate-income child care providers with business assistance, home-buyer assistance and job development skills, effective October 16,

**Minutes, Meeting of the Board of Trustees
February 17, 2004**

2003, through October 15, 2006. Total amount of funding is \$600,000, to be awarded \$200,000 per year.

CN 93112.2 – Ratify – With Coast Professional Services, to perform first collection services on past due and defaulted student Federal Perkins Loans, effective January 1, 2004, through December 31, 2004, for a commission of 30% of all amount collected.

CN 93112.3 – Ratify – With the Chancellor’s Office, California Community Colleges, to provide funding for the “Enrollment Growth for Associate Degree Nursing Program,” effective May 1, 2003, through June 30, 2004. Amount of funding is \$59,701.

CN 93112.4 – Ratify – With the City of Long Beach, Workforce Development Bureau, to provide funding for a collaborative program for up to twenty-five students to be assessed and enrolled in the Licensed Vocational Nursing Program, effective July 1, 2003, through June 30, 2004. Amount of funding is \$107,415.

CN 93112.5 – With the Chancellor’s Office, California Community colleges, to provide funding for instructional improvement entitled, “From Margin to Mainstream: African-American Innovation and Invention,” effective March 1, 2004, through June 30, 2005. Amount of funding is \$22,650.

CN 93112.6 – With Long Beach Memorial Hospital, to provide reimbursement for Long Beach Community College District to offer student instruction for participants in the Nurse Workforce Initiative, effective January 1, 2003, through June 30, 2004. Amount of reimbursement is \$78,244.

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>
World Team Tennis	LAC	Tennis Matches	Tennis Courts	Wednesdays 9/10-10/29/03
The Final Image	LAC	Equipment Rental	Stadium	12/13/03
So. Cal Volleyball Association	LAC	Tournament	Large Gym	1/11/04
Paramount Pictures	PCC	Film Shoot	Parking Lot 2	1/16-1/28/04
PLUM Productions	LAC	Film Shoot	Stadium	1/27 & 1/28/04
Auto Select Group	LAC	Used Car Sales	Parking Lot J	1/29-2/1/04
Long Beach Lions	LAC	Football Game	Stadium	2/6/04

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.

**Minutes, Meeting of the Board of Trustees
February 17, 2004**

<u>Organization</u>	<u>Campus</u>	<u>Event</u>	<u>Facilities</u>	<u>Date</u>
LBCC Women's Volleyball	LAC	Practice & Games	Large, Small Gyms	11/8/03
LBCC Women's Basketball	LAC	Basketball Camp	Large Gym	Thursdays 12/3/03- 3/31/04
LBCC Track	LAC	Practice	Stadium	1/6-8/3/04
City of Long Beach	PCC	Parade Parking	Lots 1 & 2	1/17/04
LBCC Football	LAC	Prospect Evaluation	Stadium	1/17/04
LBCC Provost's Office	PCC	Artist Reception	Learning Center	1/24, 2/4, 3/6/04
Viking Aquatics	LAC	Water Polo	Pool	M-W-TH 1/26-4/1/04
LBCC Jr. Exchange	LAC	Spring Sing Rehearsals	Small Gym	1/27-3/1/04
LBCC AKNA Club	LAC	Spring Sing Rehearsals	Dance Room	1/27-2/28/04
LBCC Football	LAC	Banquet	Nordic Lounge	1/28/04
LBCC Men's Basketball	LAC	High School Recruitment	Large Gym	2/2/04
LBCC Men's Basketball	LAC	High School Recruitment	Large Gym	2/3/04
LBCC Financial Aid	LAC	High School Recruitment	Cafeteria, Nordic Lounge	2/7/04
LBCC Financial Aid	LAC	Counselors Workshop	Gokstad, Keel, Nordic Lounge	2/11/04

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>
Long Beach Tennis Patrons	LAC	Tournament	Tennis Courts	3/14, 3/20- 21/04
ACT Testing	LAC	MPRE-Bar Exam	D Building	3/13/04

**Minutes, Meeting of the Board of Trustees
February 17, 2004**

ACT Testing	LAC	Foreign Service Exam	D Building	4/24/04
American Cancer Society	LAC	Automobile Auction	Stadium	5/22/04
Institute of Reading	LAC	Reading Program	C102	Sundays 6/20-7/25/04

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>
Skandia Dance Club	PCC	Dance Club	Dance Studio	Saturdays 2/21-11/13/04
High School Assessment	LAC	Testing	E Bldg., Nordic Lounge	Saturdays 2/21-5/1/04
LBCC Orientation	LAC	High School Orientation	D Bldg.	Saturdays 2/21-5/1/04
LBCC Orientation	PCC	High School Orientation	FF Bldg.	2/28/04
LBCC Orientation	PCC	High School Orientation	FF Bldg.	3/13/04
LBCC Financial Aid	LAC	Fundraiser	Nordic Lounge	4/2/04

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

Donations

Accept the donation from LaVerne Leeds, c/o ASB Bank - Lynae Arnold, 11962 Kensington Road, Los Alamitos, CA 90720, of one MagniSight low vision reader with color monitor for use in the Disabled Student Services High Tech Center, and request that a letter of appreciation be sent.

Accept the donation from E. Jan Kehoe, Ph.D., c/o Long Beach Community College District, 4901 E. Carson Street, Long Beach, CA 90808, of one Hewlett Packard Pavilion model 8140 Pentium II Personal Computer (64MB of memory), with 4 GB Hard Drive, keyboard and mouse, for student use in the Community Relations Office, and request that a letter of appreciation be sent.

**Minutes, Meeting of the Board of Trustees
February 17, 2004**

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

The motion carried, all voting aye.

ACADEMIC SENATE (Title 5, Section 53203)

None.

SUPERINTENDENT-PRESIDENT

No Report

STUDENT SUPPORT, PLANNING AND RESEARCH

See above

ADMINISTRATIVE SERVICES

2003-2004 CCFS-311Q Second Quarterly Financial Status Report

It was moved by Member Polsky, seconded by Member Clark, that the Board of Trustees approve the 2003-2004 CCFS-311Q Second 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.

Budget Update

Vice President Oakley presented the mid-year budget report that the Board had requested. (see attached)

Vice President Oakley: There you have the designated reserves at \$6.2 million, so at this pace, we would have a balance of (\$2.6 million). So what does that mean? That means we would have to carry forward that negative into next year's beginning balance which, again, creates a cycle of deficit spending. This was offset last year because we had a healthy beginning balance. At this point in time that beginning balance is no longer there, so that deficit would have to be absorbed in the next year's budget; or reduced to the point where it's zero. So those would be our options.

Member Clark: So, the reserve would be \$6.2 million and the deficit is \$2.6 million.

Vice President Oakley: That's right. At some point in this pattern, you would be dipping down reserves to meet your cash flow.

Member Clark: If we take that away from the reserve, we will be on the Chancellor's List?

Vice President Oakley: That's a good question. In order to be on the Chancellor's Watch List, a Category 3, and as you recall there are three categories to the Watch List, a Category 3 is the least concerning and we would qualify for that if our ending balance dipped under 5% of overall expenditures. With this pattern, we are just over 4%, so if we continued this, we would be eligible for a Category 3. You would need to be under 3% for a Category 2. However, at this point in time, I still think that we have enough time to get ourselves to a point where we end up the year at 5% or greater and be able to avoid

**Minutes, Meeting of the Board of Trustees
February 17, 2004**

the Watch List this year. It's going to make it doubly more difficult next year to avoid that same situation, given the current situation of our expenditures.

President McNinch: It will be interesting to see how many of the underfunded districts are also coming close to qualifying for Category 3.

Vice President Oakley: Well you have the most underfunded district, Santa Monica, which is on the Watch List already.

President McNinch: Well, we're doing a really good job here. I heard a few days ago that Compton is going to be laying off a whole block of people and I know that you and Dr. Kehoe have been doing your due diligence so we can avoid that action.

Vice President Oakley: Certainly we take this very seriously and as sort of a warning bell that we need to take the rest of the year and do everything we can to improve the situation so it doesn't affect next year's budget which, even under the most optimistic outlook, would be barely giving us the same amount of revenue we had this year.

Member Uranga: Have we had any studies on the effects of enrollment thus far on the fee hike and any revenues generated?

Vice President Oakley: Revenue isn't really generated by the fee increase for our district. Most of the revenue from the fee increase goes to balance the state's general fund. Whether or not it's hurting us in terms of losing enrollment, it is still a bit early to tell, because a lot of things affect enrollment, but at the March 23rd meeting we should have a lot better numbers and be able to give you an idea of what effect it's having for the spring, because it didn't occur until late in the fall of last year.

Member Polsky: I have a question about the 15 Fund which, as you probably know, is near and dear to my heart. I don't see that in here. Am I missing it or is it something that doesn't come into the budget?

Vice President Oakley: It is not in here because this is the unrestricted general fund. Essentially this is the money that pays for all of our general services. We have various other restricted funds and the Fund 15 would be one of those. Fund 15 is restricted to capital outlay.

Member Clark: So, from what you've indicated, you're making efforts to reduce that \$2.6 million. We only have 4-1/2 months and I would hate to see us end in a deficit because that hurts next year.

Vice President Oakley: That's right and given the fact that our expenditures will continue to go up regardless of whether we do anything or not, it just begins the year in that much worse shape.

Member Kellogg: Eloy, when you started this presentation you made a comment about how the information was about 30 days behind. I'm just curious about that because we're trying to do some planning and is that because of what was taking place in

Sacramento because we couldn't get a solid number or is it just typical bookkeeping it takes to catch up?

Vice President Oakley: It's essentially the accounting process. We are on an accrual basis, but basically many of the time sheets for the part-timers probably don't come in until a month later, so typically, in order to get you a number as of December 31, we need to wait until almost the end of January to get that number because a lot of information lags in terms of hitting our accounting system. And this is an anticipated situation in every district. We anticipate that we won't have the actuals until several months later, but we have a pretty good idea as to what those actuals are going to be.

Member Kellogg: Will there be any community college, after what we all expect to take place in Sacramento, that won't be on the Watch List – except for Los Angeles?

Vice President Oakley: It will be a difficult situation next year. There will be many more colleges that appear on the Watch List.

Superintendent-President Kehoe: We've noticed that as the Watch List was published this year, that more members of the underfunded coalition are on the Watch List.

Member Uranga: In our meetings in Sacramento where we had an underfunded districts meeting there was a growing number of colleges who attended that meeting. When we first initiated these underfunded colleges or Ring Colleges meetings, there were about a handful of colleges and Long Beach was the vanguard in that effort, and now there's about 20 colleges.

President McNinch: Thank you for that report and letting us know exactly where we stand.

PACIFIC COAST CAMPUS

No Report

ECONOMIC AND RESOURCE DEVELOPMENT

No Report

ACADEMIC SENATE

Janice Tomson: I hope that you received your invitations for the Senate/Board dinner.

President McNinch: The same night as Spring Sing.

Janice Tomson: Yes. It begins at 5 and the dinner is at 5:30, so you ought to be able to make the Spring Sing. What time does it start?

President McNinch: 7 p.m. After Spring Sing, traditionally the next day my face hurts from laughing so hard. I hate to give that up.

Janice Tomson: And I wanted to make sure that Board members and their guests and the Superintendent-President are our guests. I'm not sure that was clear on the invitation. I'm really looking forward to your joining us for the evening.

TRUSTEES COMMUNICATIONS

Member Clark: We had some interesting sessions. Washington is less depressing as Sacramento. As you know, there are serious deficits in their budget. Of course, they are able to do that legally. A comment was made on the deficit – 55% is caused by the tax cuts. But it looks like, while there are new programs proposed, they'll probably take the money from the old programs and, overall, there wasn't much enthusiasm that there be any added money. I think we'll do well if we end up with the money we have allocated currently. There are efforts to increase the amount of the Pell Grants. They haven't been increased over the last two or three years. Looking at some of the other grants – the Perkins – that's going to be reformed in some fashion and then there's a proposal by the President who did, of course, recognize community colleges, which is a program that encompasses \$250 million for job training, but it looks like that may be manipulated to come out of existing programs. There's not a lot enthusiasm for what we're going to do with the Federal government. I think there are hopes, as we have here, if we can stay even, you're going to do well.

We had some good speakers. Hilary Clinton spoke. Senator Clinton had some good ideas and Gwen Ifel, who, if you watch the Jim Leherer show, was an excellent speaker. There is an effort on the part of community colleges, because we are being recognized – by the President and also the Governor – and probably largely, I think the recognition is because we provide quality education at a lower cost and I think they are seeing the benefits of that. So it's nice to have the recognition, but we'd also like to have financial support. So, all in all, it was interesting, but I think with the current economic situation, we're just not going to see increases of any significance.

President McNinch: And tacking on to that \$250 million for job training, the last day we were there we found out that that's going to be handled by the Department of Labor and the coalition they have put together includes labor and business owners and not in a malicious way, they just happened to forget community colleges. So some of our elected officials will be bringing that to their attention that we already have the training programs and we know how to do it. One of the things that was stressed in Sacramento and in Washington, D.C., and I think we need to remember this locally, the average is one out of four people in the United States have a personal community college connection. If we as community colleges start to use our clout and start to come together, we can effectively change legislation.

Member Uranga: I just wanted to mention that our visits to the Hill, both the Capitol in Sacramento and to the Hill in Washington, D.C. were a little disappointing in the fact that we didn't get to actually meet with the representatives. We did meet with Assemblymember Lowenthal and Senator Karnette, but we didn't get to meet with any of our representatives in Congress in Washington. I think that what happened in Washington, D.C., was that the message was delivered, that community colleges are here and we delivered a very positive message that we are a source of providing a balanced budget and getting the workforce going. There was also at the time we were there a faux

pas that was made by one of President Bush's advisors talking about that it was o.k. to outsource jobs as a way of promoting international trade and that certainly hit a very negative vein in everybody's body in terms of where the President is going with this budget; where he's going with education. We need to keep our presence out there. It was a very positive message. Senator Clinton provided a very encouraging positive presentation. She has a bill that she will be making an announcement on later this year that would address some of the financial aid concerns that we have and I'll let Natalie speak a little bit about that because she made very good presentations on behalf of students as far as where we stand with financial aid programs.

Student Trustee Dominguez: Both trips, Sacramento and Washington, D.C., were very helpful, because a lot of times when you read through papers and you talk to people from here, a lot of times they say, "Yes, Yes, I'll take care of it, I'll take care of it," but, if you're actually there with them, reminding them that we're here, they don't really see what's going on. We did speak about financial aid and encouraged our representatives and the assistants of the Senators that we spoke to, to support the act and the propositions that would help our community colleges to continue to serve our communities and the people who live in them. So, I'm pretty sure that our visits to Sacramento and Washington will have a positive impact on our representatives and our senators so that community colleges can continue to do their job.

President McNinch: Thank you and that's just the fine way that she presented herself in Washington also.

Why do I have this book sitting here. Because it is written by the Honorable Douglas Drummond, former Vice Mayor of Long Beach, and he mentions Long Beach City College on page 54 and again on page 173. So this is available at your local Border's bookstore.

Superintendent-President Kehoe: May I suggest that we adjourn this meeting in memory of Dr. Chuck Kane, who was Executive Vice President here at Long Beach, President at Riverside and Chancellor of the Seattle Community College District, and Dad of our own Karen Kane.

President McNinch: Absolutely.

NEW BUSINESS

There was no New Business.

FUTURE REPORTS

Future Reports or Discussion Items Requested by Board Members:

March 9, 2004: Two-College District Committee Report

March 23, 2004: Study Session:

- PeopleSoft Presentation
- Bond Implementation Update/Facilities Utilization Report
- Impact of State Budget Cuts on LBCC Students
- Scheduling Presentation
- Registration Update

PUBLIC COMMENTS (NON-AGENDA ITEMS)

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

A total of five (5) minutes will be allotted to each subject, unless extended by the Board President. After receiving testimony, the Board may recommend placing such item or item(s) on the agenda of a future meeting or referring the item(s) to staff for a report. (There were no Public Comments)

ADJOURNMENT

President McNinch adjourned the meeting memory of Dr. Charles Kane, former Executive Vice President of Long Beach City College, President at Riverside Community College District and Chancellor of the Seattle Community College District, at 6:16 p.m. The next regular meeting of the Board of Trustees will be held on March 9, 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