

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

**Minutes of Meeting of
March 9, 2004**

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 March 9, 2004.

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. President McNinch reported that, in closed session, no action was taken.

PLEDGE OF ALLEGIANCE

Dyeyell Finney, Representative of LAC, 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 Pat McKean and his Journalism News class to the meeting.

The students were there to see how a Board meeting is run.

APPROVAL OF MINUTES

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

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

ORDERING OF THE AGENDA

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President McNinch: I would like to reorder agenda item 5.1, because I'm going to need to abstain in page 12, line 18, so I would like to remove that from the Consent Agenda.

REPORT OF BOARD OF TRUSTEES

Committee Reports

President McNinch: I would like to thank the students for a great Spring Sing Friday night. Those of you who weren't there, you missed an amazing evening. I also want to thank the Academic Senate for hosting the Board to dinner on Friday night. I want to thank Dean Gary Scott for being an amazing host at the Elbee Awards, the community television awards last Thursday night and for hosting the first Smithsonian event in our city. We are the only Smithsonian partner city in the United States and the first event was very successful. It was gospel and spiritual music presented by Smithsonian Scholar and hundreds of performers in our own acoustically perfect aging auditorium on Sunday. What a week this has been.

STUDENT TRUSTEE

Natalie Dominguez: A successful Spring Sing Event took place on March 5th at the Liberal Arts Campus. The event served to raise money for scholarships that will be awarded to Long Beach City College students. I would like to thank Board President Dianne McNinch for helping to present the awards.

Three LBCC students have been selected to be a part of the Phi Theta Kappa All-Academic Team for California. The students will travel to Sacramento on April 1st to attend the recognition ceremony. Mary Bunting, Caesar Menez, and Louise Wibisono will be presented at an upcoming Board meeting.

The Hall of Champions Dinner will take place at the LAC gymnasium on March 26, 2004. The reception will begin at 5:30 p.m. and will be followed by a dinner at 7p.m. There is still time to RSVP to Larry Reisbig in the athletics department.

The Associated Women Students have adopted the week of March 15th-19th as Women's Week. Each day the AWS will host a forum that addresses issues of particular interest to women. My favorite event for the week is the forum titled, "True Beauty is YOUR Size!", which deals with engendering confidence in women of all shapes and sizes. Some of the other scheduled events for the upcoming week include a nutrition forum, a health forum, and a women's celebration. All the events will take place at the Liberal Arts Campus. I have provided the Board with a list of dates and times for the scheduled events and I ask that everyone make time to be in attendance.

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.

Mitchell Sperling, Esq.: My name is Mitchell Sperling and I am requesting a closed session request for Kimball Elmore.

President McNinch: That is an agenda item and you may speak to this at this time.

Mitchell Sperling: Thank you. On March 4, he received a letter and I believe that the letter is incorrect in that it said that if we intend to have the Board consider this matter in open session, please advise the undersigned at a particular phone number no later than 4:30 p.m. today, and that was on March 8. In that letter it was in open session. I just was retained on this matter so there was no way that I could ... we just received the letter on the 6th and by the time he retained me I couldn't get down here in time to notify the Board. So, I am requesting that we have a closed session.

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:

Appointments

Hourly Instructors – Spring	432
Hourly Counselors – Spring	12
Hourly Librarians – Spring	5
Hourly Readers – Spring	5
Hourly Coordinators – Spring	1
Evening Administrators – Spring	2
Sabbatical Leaves	1
Stipends	3

In-Service Changes

Mileage	2
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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	5
Temporary	20
Exempt From the Merit System	58

INSERVICE CHANGES

Mileage - Limited Term Employee	2
Changes and Modifications	1

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PERSONNEL COMMISSION ACTIONS

Management Team	1
Bargaining Unit	3

SEPARATION FROM THE DISTRICT

Retirement	1
Resignation	3

Receipt of CCA Initial Proposal

It is recommended that the Board of Trustees receive the Initial Proposal for a successor agreement from the Community College Association—Long Beach City College (CCA/CTA) in accordance with state laws and regulations. The current collective bargaining agreement between the District and CCA expired on September 30, 2003; in addition to negotiating that agreement, the parties will continue to negotiate on unresolved issues for fiscal year 2002-2003. The Initial Proposal will be made available for review by the general public at the Human Resources Department (Building V) until the next meeting of the Board of Trustees.

Public comment on the CCA Initial Proposal is invited.

FINANCE AND PURCHASING

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

FINANCE

Appropriation Transfers

- (a) Appropriation Transfers number 107580, 107907, 107926, and 108005 for the Unrestricted General Fund, in the amount of \$16,950 as listed.

From:	Academic Salaries	\$	1,450	
	Classified Salaries		1,487	
	Staff Benefits		799	
	Books and Supplies		450	
	Other Operating Expenses		12,464	
	Other		300	\$ 16,950

To:	Academic Salaries	\$	5,500	
	Staff Benefits		605	
	Books and Supplies		9,885	
	Other Operating Expenses		960	\$ 16,950

- (b) Appropriation Transfers number 107521, 107538, 107583, 107676, 107696, 107718, 107836, 107959, and 108018 for the Restricted General Fund, in the amount of \$189,869 as listed.

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From:	Books and Supplies	\$ 22,144	
	Other Operating Expenses	90,487	
	Other	<u>77,238</u>	\$ <u>189,869</u>
To:	Classified Salaries	42,328	
	Staff Benefits	2,963	
	Books and Supplies	77,712	
	Other Operating Expenses	50,743	
	Capital Outlay	<u>16,123</u>	\$ <u>189,869</u>

There are no appropriation transfers greater than \$25,000.

Salary Warrants

Ratify issuance of salary warrants listed on Register No. 4168 through Register No. 4173 for the period of January 26, 2004 through February 13, 2004, in the amount of \$6,101,846.76 as listed.

Register No. 4168 Issue Date 01/30/04	Warrant Nos. 0720724 – 0720861	\$ 4,471,711.28
Register No. 4169 Issue Date 02/10/04	Warrant Nos. 0720862 – 0721178	\$ 766,136.00
Register No. 4170 Issue Date 02/10/04	Warrant Nos. 0721179 – 0721239	\$ 117,859.64
Register No. 4171 Issue Date 02/10/04	Warrant Nos. 0721240 – 0721817	\$ 456,204.08
Register No. 4172 Issue Date 02/12/04	Warrant Nos. 0721818 – 0721854	\$ 47,109.76
Register No. 4173 Issue Date 02/12/04	Warrant Nos. 0721854 – 0721890	\$ <u>242,826.00</u>
	Total Salary Warrants Issued	\$ <u>6,101,846.76</u>

Commercial Warrants

Ratify issuance of commercial warrants for the period of January 26, 2003, through February 13, 2004, in the amount of \$3,948,756.39 as listed.

Period Ending January 30, 2004		
Unrestricted General Fund	\$ 447,926.70	
Restricted General Fund	61,077.18	
Child Development Fund	919.86	
General Obligation Bond Fund	35,612.42	
Community Service Contract Ed	393.44	
Student Financial Aid Fund	605,010.42	
Payroll Clearing Fund	<u>286,372.00</u>	\$ <u>1,437,312.02</u>

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Period Ending February 6, 2004		
Unrestricted General Fund	\$ 604,745.00	
Restricted General Fund	47,994.16	
Capital Outlay Projects Fund	616.00	
General Obligation Bond Fund	48,481.69	
Community Service Contact Ed	7,657.93	
Self Insurance Fund	3,050.48	
Student Financial Aid Fund	472,577.54	
Payroll Clearing Fund	2,076.01	
Retiree Benefits Fund	<u>1,797.75</u>	<u>\$ 1,188,996.56</u>
Period Ending February 13, 2004		
Unrestricted General Fund	\$ 125,185.64	
Restricted General Fund	10,807.73	
Student Financial Aid Fund	1,110,276.39	
Payroll Clearing Fund	<u>76,178.05</u>	<u>\$ 1,322,447.81</u>
Three Weeks Total		<u>\$ 3,948,756.39</u>

Included in the total expenditure of \$3,948,756.39 are the following payments greater than \$25,000, excluding employee benefits and utilities:

Unrestricted General Fund - 01

1. \$238,337 to City of Long Beach, for Police and Fire Services training classes Fall 2003.
2. \$ 92,790 to California Narcotic Officers Association, for officer training classes Fall 2003.
3. \$ 32,548 to United of Omaha Life Insurance, to cover the management team retirees under the retirement incentive program for January 1, 2004, through December 31, 2004.

General Obligation Bond Fund - 42

\$35,612 to Robbins Jorgensen Christopher Inc., for professional services rendered for the period July 1, 2003, through November 15, 2003.

Student Financial Aid Fund - 74

\$31,732 to ASB (Associated Student Body Bank), for reimbursement of advances for PELL students January 2004.

PURCHASING
Bid Award

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County of Los Angeles Master Agreement No. 41421 – With Office Depot for a pricing agreement for office supplies and equipment, effective March 4, 2004, through March 4, 2005, for an estimated annual expenditure of \$100,000.

Amendments of Board Action

CN 99625.4 – With California Commercial Real Estate Services for real estate management services for the medical buildings at the Los Coyotes property to change the start date from February 1, 2004, to January 21, 2004.

CN 22006.2 – With Goodrich, Goodyear and Hinds, to provide audit services for the Bond Fund, to change the contract number from 22006.1 to 22006.2.

Purchase Order Approvals/Ratifications

Authorize the issuance of purchase orders for the period January 26, 2004, through February 13, 2004, in the amount of \$286,543.84 as listed.

47982 – 48072	\$286,543.84
Total amount	\$286,543.84

Included in the total amount of purchase orders of \$286,543.84 are the following items greater than \$25,000:

Unrestricted General Fund - Fund 01

PO 47996	Annual premium installment for Management Team retirees under the retirement incentive program Human Resources Account No. 589000-01-673000-0000	\$32,548.00
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Capital Outlay Projects Fund – Fund 41

PO 48009	Switchgear and transformer Building A Electrical Account No. 568000-41-710100-5295	\$29,119.25
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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:

Agreements

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

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CN 92997.2 – Amend – With the City of Long Beach, Department of Health and Human Services, to provide a clinical practice site for School of Health and Science students, to extend the termination date from August 13, 2004, to August 13, 2006, at no cost to the District.

CN 93024.3 – Ratify – Amend – With 3950 Paramount Investors, to provide leased space for Economic and Resource Development at the Wing Office, to increase the contract amount by \$3,185.38, for a total contract amount of \$76,757.89 for this fiscal year.

CN 93051.2 - Amend – With Community Hospital of Long Beach, to provide a clinical practice site for School of Health and Science students, to extend the termination date from August 19, 2004, to August 19, 2006, at no cost to the District.

CN 93078.9 – Amend – With the Pioneer Medical Group, to provide a clinical practice site for School of Health and Science students, to extend the termination date from March 26, 2004, to March 26, 2006, at no cost to the District.

CN 93103.6B – 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 \$20,175; and establish that the annual premium for each of the next three calendar years is \$20,175 through the calendar year ending December 31, 2007.

CN 93108.3 – Amend – With John M. Matulich, to provide additional retirement counseling for the District's two retirement windows for academic and management team employees, to increase the contract amount by \$1,000, for a total contract amount of \$4,300, for this fiscal year.

CN 93112.7 – Ratify – With the Community College League, to provide District access to the League's Online Collective Bargaining Database System, effective March 1, 2004, for a fee of \$4,000.

CN 93112.8 – Ratify – With Bixby Knolls Towers, to provide a clinical practice site for School of Health and Science students, effective June 16, 2003, through June 15, 2005, at no cost to the District.

CN 93112.9 – With Sheri L. Sterner, to provide data analysis and research for Activity One of the Title V Grant, effective September 30, 2003, through September 30, 2004, for a fee not to exceed \$2,500, paid with Title V funds.

Use of Facilities

Ratify request to use District facilities for activity and on date as shown.

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<u>Organization</u>	<u>Campus</u>	<u>Event</u>	<u>Facilities</u>	<u>Date</u>
Nestle Waters Co.	LAC	Vending Machine	Stadium	7/1/03- Continual
L. B. Sprinters Track Club	LAC	Track Meet	Stadium	2/7/04
Dean for America	LAC	Political Rally	Large Gym	2/8/04
Nike Shoes	LAC	Film Shoot	Baseball Field	2/14/04
Paramount Pictures	PCC	Parking	Parking Lot 2	2/19- 3/17/04
Awana Clubs	LAC	Athletic Competition	Large Gym	2/21/04
South Bay 29/04 Junior Tennis	LAC	Tennis Tournament	Tennis Courts	2/28,

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 Semester	PCC	Children's Choir	Student Lounge	Fri & Sat. Spring
LBCC Community Outreach Semester	PCC Wednesdays	Women's Choir	EE159	Spring
LBCC Provost's Office	PCC	Workshop	FF105	1/31/04
Foster and Kinship	PCC	Independent Living Program	FF101	1/31/04
LBCC – LBUSD	PCC	Fiesta	Student Center	Tues. 2/3- 2/24/04
LBCC Aztlan Black History Month	LAC PCC	Practice Opening Ceremony	No. Gym Area Quad Area	2/4-3/12 2/4/04- 3/12/04

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Black History Month	PCC	African Market Place	PCC Lot 1	Thurs. 2/5-2/26/04
Senior Studies Program	PCC	Barbershop Quartet Demo	Dyer Hall	2/7/04
Black History Month	PCC	Film Festival	Dyer Hall	2/10/04
St. Anthony's High School	LAC	Basketball Games	Large Gym	2/11/04
Chavez Gathering	LAC	Reception	Nordic Lounge	2/14/04
Black History Month	PCC	Slave Narrative	Dyer Hall	2/19/04
Black History Month	PCC	Lecture Series	Dyer Hall	2/24/04
Black History Month	PCC	HBCU Fair	Dyer Hall	2/26/04
Black History Month	PCC	Mardi Gras	PCC Quad	2/26/04
City of Long Beach	LAC	Awards Banquet	Nordic Lounge	3/6/04

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

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>
Damon Bell	LAC	Memorial for Family Friend	Student Center	2/14/04

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>
Awana Clubs	LAC	Athletic Competition	Large Gym	3/13/04
California Quakes	LAC	Football Games	Stadium	4/3, 5/15, 5/29, 6/12/04
Coca Cola	LAC	Truck Road-eo	Stadium	5/2/04

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Bottling Co.

California Handlers	LAC	Dog Obedience Match	Golf Mall	6/5/04
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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>
LBCC Summer Recreation	LAC	Summer Recreation Program	All athletic facilities	Mon-Fri 6/14-7/30/04

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

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

The motion carried, all voting aye.

Agenda Item 5.1

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

President McNinch: I would like to abstain from this. On page 12, line 18, the particular instructor is a renter of mine. If I were to vote on this it would be a conflict of interest because for him to be employed here it helps him pay my rent and that is a financial concern. So, therefore, I must refrain from voting on this item because there is one line in here that could impact me financially.

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

ACADEMIC SENATE (Title 5, Section 53203)

New Course Recommendations

It was moved by Member Kellogg, seconded by Member Clark, that the Board approve the seven new courses for Fall 2005.

BUSINESS & SOCIAL SCIENCES, SCHOOL OF

CBIS 229, Microsoft ISA Server (2.5)
CBIS 270, Introduction to Information Security (1.0)
CBIS 271, Network Security Fundamentals (3.0)
CS 23, Fundamental Data Structures (3.5)
CS 51, Introduction to Computer Architecture (3.5)
CS 52, Introduction to Software Engineering (3.5)

CREATIVE ARTS & APPLIED SCIENCES, SCHOOL OF

FD 244AD, Computer Patternmaking (1.0)

The motion carried, all voting aye.

Certificates of Completion (3)

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

Computer Office Technologies - Basic Customer Service Skills
Music - ProTools Assistant
Music - Studio Assistant

The motion carried, all voting aye.

SUPERINTENDENT-PRESIDENT

Superintendent-President Kehoe: I have only one announcement. It's hard to believe, but graduation is about 11 weeks from now and, at commencement, the speaker will be Chief of Police Tony Batts. He was the first choice of the Graduation Committee and he has accepted as the graduation speaker. Thank you.

ACADEMIC AFFAIRS

Sabbatical Reports

Dr. Wendy Hornsby discussed her sabbatical report.

The first part of my sabbatical I co-wrote with Dr. Sylvia Maxson and Dr. Dan O'Connor of CSULB a chapter in the book THE LONG BEACH EDUCATION PARTNERSHIP, published by Teachers College Press, Columbia University, concerning the development of a teacher preparation program at Long Beach City College in partnership with CSULB. The book will be released spring 2004.

Second, I developed course material for History of Western Civilization and Early United States History courses I teach, helping students to use and analyze primary source material. I focused on the Huguenots, a protestant separatist group that emerged in Europe in the sixteenth century. The Huguenots represent an essential aspect of the economic, political, and social forces that underlie the Industrial Revolution, the development of a European middle class, the movement for public education, the settlement of the colonies of North America, and the notion that individuals have inalienable rights and that governments are instituted by men for the service of men.

I conducted background research, then I traveled to several of the areas settled by the Huguenots, then I developed a student manual for the analysis of primary source evidence.

Ray Sumner gave a Powerpoint presentation on her sabbatical leave and talked about the places she visited. Some of the highlights were:

LBCC Courses benefiting from Sabbatical Leave

PGE0G1 – Physical Geography
GEOG2 - Cultural Geography
GEOG5 - Economic Geography

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GEOG10- Introduction to Geographic Information Systems (GIS)
GEOG40- World Regional Geography
GEOG48- Geography of California
New course under development, "Australian Life and Culture."

Some of the Places visited

- Three Gorges Dam/New China Dam/Chang (Yangtse) River
- Cape Byron, New South Wales
- GPS Waystations converted to GIS Maps at UWA, Perth
- LBCC Study Abroad students visited and participated in Aboriginal cultural events at Tjapukai
- Bureau of Meteorology, Cairns
- James Cook University Library, Cairns
- Significant geographic locations in the Western United States

Outcomes of Sabbatical Leave

- Study Abroad in Australia trip preparation
- Course guides for Study Abroad courses – physical and cultural geography
- China – hydrology, culture, urbanization, agriculture
- University of Western Australia – visitor Geography Department: GIS/GPS applications
- University of Melbourne – visitor Geography Department: urban revitalization; ethnic geography
- USA – regional geography of the Southwest; urban growth and decline in Chicago and Baltimore; Washington DC as forward capital; Gettysburg
- Public lectures to the Los Angeles Geographical Society; Society of Women Geographers; Association of Pacific Coast Geographers

STUDENT SUPPORT, PLANNING AND RESEARCH

No Report.

ADMINISTRATIVE SERVICES

No Report.

PACIFIC COAST CAMPUS

Update, Two-College District Task Force

Dr. Pauline Merry and Janice Tomson gave the following Powerpoint and Cost Estimate Reports in connection with a two-college district:

**The Two College Taskforce Report #3
to the LBCCD Board of Trustees**

March 9, 2004

Introduction

The two college taskforce has been meeting since the Board set their 2000/01 goals
The taskforce is composed of 25 faculty and staff

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The taskforce meets on average 2 hours a month

Progress:

Report #1 to the Board
of Trustees (25 September 2001)

In our first report, we laid out a 4 step plan to explore a two college district

1. Assess eligibility
2. Conduct a cost/benefit analysis
3. Assess other conditions of becoming a two college district
4. Decide whether it is desirable

Progress: Report #2 to the Board of Trustees (18 February 2003)

In our second report, we reviewed all twenty accreditation criteria

Although the district meets all accreditation standards, PCC and LAC taken individually meet some but not all accreditation criteria

The taskforce also reviewed the Mission Statement of the college

Report #3 - The Potential Fiscal Impact - Two Views

Estimate #1- We compared our college with six similar colleges

Estimate#2- We looked at LAC and PCC as they are currently organized and assigned a 2/3 and 1/3 split of funds

Report #3 - The Potential Fiscal Impact

Comparing our district with six similar colleges, it would cost an additional \$4.5 million annually to become a two college district

Additional district income allocation would be @ \$157,728

(See Tables 1 & 2)

Estimate #1 continued - Net Costs

Based on 2000/01 fiscal data, this would leave us with an annual increase of expenses of \$3,220,272 for a two college district plus start up costs

Estimate #2

We also calculated the costs of a two college district based on a rough estimate of a 2/3 and 1/3 split.

LAC 2/3

PCC 1/3

(See tables 3,4,5)

Using the \$157,726 district allocation would leave us with a net expense of \$4,670,994 plus start up costs

(See table 5)

Start Up Costs

Additional start-up costs would be \$50,000 for computers for new administrative offices
Facilities could range from practically \$0 to reaching \$1,394,250 (using Bovis cost estimates for new offices)

Ancillary costs include marketing, publicity, maps, signage, and so on

Conclusion

The Task Force presents this material for your consideration this evening in order that you might decide whether further study needs to be undertaken by the Two College Task Force in the future.

Thanks to

Duane Lowe and his staff in Administrative Services for assisting us in preparing this report

And to the Task Force Members: Pauline Merry and Janice Tomson (co chairs), Ruth Abair, Phyllis Arias, Sofia Beas, Bonnie Brinkman, Eileen Brown, Jeri Carter, Baruch Elimelech, Anita Gibbins, Farley Herzek, Ruth MacCullen, Jim Martois, Lynn Miller, Priscilla Remeta, Gail Schwandner, Connie Sears, DeWayne Sheaffer, Linda Umbdenstock, Steve Wallech, Michelle Whitfield.

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Table I
Estimate #1: LBCC Compared with Six Similar College Districts
Fiscal Year 2000-01 Data (1)

	District	FTES (2)	Admin & Support (3)	Admin & Support / FTES
1	Chabot Las Positas	15,554	\$ 31,543,530	\$ 2,028
2	Grossmont - Cuyamaca	13,250	\$ 27,442,457	\$ 2,071
3	San Bernardino	15,712	\$ 34,508,085	\$ 2,196
4	San Jose - Evergreen	17,119	\$ 38,546,265	\$ 2,252
5	West Valley Mission	16,679	\$ 38,553,782	\$ 2,312
6	Yosemite	14,009	\$ 34,131,322	\$ 2,436
	Total	92,323	\$ 204,725,441	\$ 13,295
	Mean	15,387	\$ 34,120,907	\$ 2,216
	LBCC	19,777	\$ 39,830,395	\$ 2,014
	<i>Differential between LBCC and Mean for Other Colleges per FTES</i>			\$ 202

Notes:

- (1) Source: California Community Colleges Chancellor's Office
- (2) Includes Credit and Non-Credit
- (3) Includes Instructional Administration, Instructional Support Services, Admissions and Records, Counseling and Guidance, Other Student Services, Operation and Maintenance of Plant, Planning Policymaking and Coordination, and General Institutional Support Services.

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Table 2
Estimate #1: LBCC Compared with Six Similar College Districts
Application of Cost Differential to LBCC

Current FTES (1)	21,032
Cost Differential per FTES	\$ 202
2000-01	\$ 4,245,423

	Total Cost Differential Before Inflation Adjustment	Inflation Factor (2)	Total Cost Differential After Inflation Adjustment
2001-02	\$ 4,245,423	3.87%	\$ 4,409,721
2002-03	\$ 4,409,721	2.00%	\$ 4,497,915

Total estimated cost differential is \$4,497,915 for 2003-04.

Notes:

- (1) From 2002-03 CCFS-317 submitted to CCCCCO on 10-31-03
- (2) Cost of Living Adjustments from the CCCCCO

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Table 3
Estimate #2: Based on 2/3 and 1/3 Split
Estimated Cost of Possible Structure for Administration for a 2 College District

District	Estimated Annual Salary & Benefits	Notes
District		
Chancellor	241,692	new
Exec. Vice Chancellor	193,658	Replaces Exec VP HR
VC Academic Affairs	172,137	new
VC Economic Resource Development	182,473	
Dean, Inst. Research/Academic Services	170,710	
Dean of Planning	168,880	
Exec. Director Academic Computing	150,206	
Exec. Director Community Relation/Marketing	150,206	
Director of Public Relations	94,461	
Dean of Financial Aid	129,754	
LAC		
President	205,438	
VP, Student Support Services	163,530	
VP, Academic Affairs	163,530	
VP, Administrative Services	163,530	
Dean, A & R	129,754	
Dean, Bus/Social Science	152,951	
Dean, Creative Arts/Applied Science	138,999	
Dean, Health & Science	129,754	
Dean, Language Arts	152,951	
Dean, PE/Athletics	150,206	
Dean, Learning Resources/Tech	145,792	
Dean, Student Affairs	154,781	
Dean, Counseling	154,781	
PCC		
President	172,137	Replaces Provost
VP, Academic Affairs/Student Services	163,530	new
VP Administrative Services	163,530	new
Instructional Dean 1	152,951	
Instructional Dean 2	152,951	new
Instructional Dean 3	152,951	new
Student Services Dean 1	152,951	new

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**Table 4
Estimate #2: Based on 2/3 and 1/3 Split
Student Services at PCC**

Admissions and Records	<u>Annual Salary & Benefits</u>	<u>Notes</u>
Senior Clerk	\$71,579	
Associate Registrar	\$75,994	
Senior Clerk	\$58,518	
Admissions & Records Asst.	\$61,167	
Senior Clerk	\$61,613	
Senior Clerk	<u>\$64,871</u>	
		\$393,743
 Career Planning		
Career Center Technician	<u>\$73,451</u>	
		\$73,451
 Counseling		
Counselor	\$105,164	
Counselor	\$67,742	
Counselor	\$94,922	
Counselor	\$72,251	
Counselor	\$44,764	
Department Head	\$81,883	
Counselor	\$69,575	
Senior Clerk	\$27,109	
Intermediate Clerk	\$52,593	
Senior Clerk	<u>\$56,574</u>	
		\$672,576

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Financial Aid

Financial Aid Counselor	\$97,022	
Financial Aid Counselor	\$77,602	
Financial Aid Technician	\$62,797	
Associate Director	\$90,827	
Financial Aid Technician	\$50,237	
Office Assistant	\$38,794	
Financial Aid Technician	\$62,797	
Financial Aid Technician	<u>\$50,237</u>	
		\$530,314

Job Placement

Career Center Technician	<u>\$51,034</u>	
		\$51,034

Student Health Services

Coordinator, Health & Psych Svcs	\$26,710	one third
Health Services Assistant	\$62,797	
Health Services Specialist	<u>\$22,040</u>	one third
		\$111,547

Student Life at PCC

Student Center Facilitator	\$61,167	
Manager, Student Life	\$103,687	
Student Activities Advisor	<u>\$22,671</u>	
		\$187,525

Transcripts

Senior Clerk	\$64,425	
Senior Clerk	<u>\$61,167</u>	
		\$125,593

TOTAL		<u><u>\$2,145,783</u></u>
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Table 5

Estimate #2: Modeled PCC and Modeled LAC Budget based on 2/3 and 1/3 split

	Amount	Notes
Budget for Proposed Adm. Structure	4,924,133	See Table 3 for detail
plus Current budget for Academic Affairs	50,323,340	
minus VP, Academic Affairs	163,530	
minus Dean, Bus/Social Science	152,951	
minus Dean, Creative Arts/Applied Science	138,999	
minus Dean, Health & Science	129,754	
minus Dean, Language Arts	152,951	
minus Dean, PE/Athletics	150,206	
minus Dean, Learning Resources/Tech	145,792	
minus Current budget for School of Trades & Tech.	4,664,428	
minus Current budget for Basic Adult Education Dept.	722,913	
minus Current budget for ESL Dept.	2,918,139	
equals	<u>40,983,674</u>	
divided by 3		
equals 1/3 of Current budget for Academic Affairs	13,661,225	
plus Current budget for School of Trades & Tech.*	4,664,428	
plus Current budget for Basic Adult Education Dept.	722,913	
plus Current budget for ESL Dept.*	2,918,139	
plus Current budget for Senior Center	146,644	
plus Current budget for Men's & Women Resource Center	132,079	
plus 1/3 of current budget for Administrative Services	6,045,804	
minus Salaries & Benefits for VP Admin Services	163,530	
plus Current budget for Student Services at PCC	2,145,783	See Table 4 for detail
equals Modeled PCC College Budget	<u><u>30,273,485</u></u>	
plus Current District Budget of \$81,989,666 minus Admin Structure (Table 3)	77,065,533	2003-04 Adopted Expenditure Budget Unrestricted General Fund
Modeled LAC College Budget	51,376,508	Two thirds of line 25

Notes:

* There are some programs and/or classes from these areas offered at LAC.

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Table 5a
Calculation of Modeled Cost Differential for a Two College District based on a 2/3 and 1/3 Split

	Amount	Notes
1 Budget for Proposed Administrative Structure	4,924,133	From Table 3
2 Modeled PCC College Budget	30,273,485	From Table 5
3 Modeled LAC College Budget	51,376,508	From Table 5
4 Estimated Start-Up Costs	?	
5 Less Provost	<u>172,137</u>	
6 Modeled Total District Budget	86,401,989	
7 Minus Current District Budget	81,989,666	
8 Modeled Cost Differential	4,412,323	

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District Funded Positions

<u>Name</u>	<u>Position Title</u>	<u>Account #</u>	<u>Fund</u>	<u>Dept ID</u>	<u>Program</u>	<u>Percent</u>	<u>Annual Salary Costs</u>	<u>Annual Salary & Benefit Costs</u>
-	-							
DuBois, Toni M	Director, Financial Aid	122000	01	646000	0000	100%	106,356	129,754
Shields, Cynthia	Director	149000	01	671500	0000	75%	85,100	94,461

State Revenues Allocated on a per College Basis

\$ 72,000	Tech Prep Component of VTEA
50,000	Board Financial Assistance Program-Student Financial Aid Administration (BFAP-SFAA)
<u>35,726</u>	TTIP Library Automation
\$157,726	

Member Clark: Janice you have the figure of additional costs of \$4.5 million and if you subtract \$157,000 from \$4.5 million, it's not \$3.2 million. Maybe it's \$4.2 million.

Janice Tomson: Yes, it's \$4.2 million. It's a typo. Sorry, Tom.

Member Kellogg: I just have a question. When you compared the districts that you used in your model, were there any underfunded districts?

Duane Lowe: I don't recall whether they were underfunded or funded. We selected six of the districts based on similarities to the kind of two-college system that we were considering. They had similar student size.

Member Uranga: Did they have two campuses?

Duane Lowe: Two colleges.

President McNinch: I know Grossmont-Cuyamaca is underfunded and I'm pretty sure San Bernardino on this list is also underfunded and Chabot-Las Positas. So, three of the six are underfunded districts.

Pauline Merry: We have presented this material tonight for your consideration in order that you might decide further study needs to be undertaken by the Two-College Task Force in the future. We want to thank Duane Lowe and the staff of Administrative Services for assisting us. And to the Task Force members who are present tonight, would you please stand. I see Dr. Brinkman and Gail Schwandner and Linda Umbdenstock and Lynne Miller, all of whom were a part of the group that spent many hours coming up with this report tonight. Thank you. (applause)

President McNinch: I want to thank the Task Force for their hard work. This Board member was really hoping that it was going to turn out that we were going to have more dollars if we went a two-college district. It looks like Trustee Uranga and Trustee Clark want to say something.

Member Uranga: Actually, I wasn't hoping for anything. I just wanted information. It's my purpose as to why we want to pursue this study is because we want to see what would be, not only the downside, which is what this report has – I mean when you're looking at \$4 million dollars in additional costs you're looking at a downside – but I haven't received any information as to what would be some benefits of this. The first issue that comes to mind and it was brought up very early in the presentation, is the fact that we are an underfunded college. If we were fully funded we received our total FTE allotment, I think then we would be in a better position to look at this much more seriously and the difference between \$4 million as opposed to what would be in the future would be very significant.

Also, the assumption is here that it was broken out based on current structures – two-thirds/one-third. I would venture to say that if it were a two-college system that it would not break out that way. I could imagine that if there were a full-service college at the Pacific Coast Campus, that enrollment at that college would increase significantly. I could bet you that if we were to look at our research in terms of where our students are coming from, there are a significant number of students that come West of Cherry – 90806, 90807 and 90810 zip codes. If I recall correctly, there was a study that was presented to the Board around 2000-2001 where we looked at our student population, where we found that 70% of our current student population occurs within Long Beach and I would venture to say that a significant number of those students come from West of Cherry, which would make the Pacific Coast Campus very viable and a more closely related neighborhood ties for students to come to that area and don't have to travel out here.

The other premise that was made also is the fact that, together as a combined system with PCC and LAC, we offer all the services and the course curriculum to provide certificates and A.A. degrees. However, independently, they do not. If we had a two-college system, each campus on its own would be able to provide that full-service capability which, again, would change the dynamics of student enrollment, as well as faculty. Based on that, I think we still have some more studying to do. We will need some more information. This was based on information of about three years ago. It is not inclusive of population trends, demographics, area where each campus sits, projections on enrollment. There is still some work to be done as far as

for me in order to be fully convinced as to whether we can do this or not. Currently, as we indicated before, the economic situation is such that perhaps right now might not be viable. It probably would hurt us more than help us, but that doesn't mean that it's going to stay like that forever. We know there are still some issues to be taken care of – equity being one of the top agenda items that we have and making sure that we get our fair share of state funding, which we are not at the present time. That would definitely affect us. We are also looking at current enrollment as far as growth. We're being besieged by the two other sister systems that we have – the K-12 and the Cal State and UC systems. We're being instructed – directed – to accept 10% of UC and CSU students into our system with all fees waived, with a guarantee that they are going to be accepted into the systems later. Where are we going to get that money? So in the essence of this study there is still more work to be done as to the viability in order for us to be able to handle not only our own population growth, but being able to provide a much better service education wise to our student populations in the Greater Long Beach area and, as far as I'm concerned, Greater Long Beach is from San Diego to Sacramento.

Member Clark: I would have no objection to reviewing this some time off in the future, but I think right now, with the economics that the state is facing and which we have to face, we're not going to see particularly good financial news I don't think for the next three or four years. The outlook is not particularly good as to what we're going to get this year – we don't have the final budget; and I think looking at it from the standpoint of economics, it just isn't going to work. But, as I say, I don't have an objection to looking at it some time in the future if we get equalization and if some of these things occurred, then I think we could look it at, but currently I don't think that there would be any reason to pursue this until we get to a point where at least we will have a better idea as to what our economics are. I think it certainly has merit, but I don't think it's anything right now that we can really look into.

President McNinch: Trustee Uranga, I'd like to restate what I think I heard you say. That you would like further study on fiscal issues. Since you are the English major, would you be kind enough to put those specifics in writing so we can pass that on to the study group for study in maybe a year or six months down the road. Because I don't think their crystal ball is working.

Member Uranga: It's one aspect of looking at an implementation of a two-college system. Yes, we looked at the fiscal aspects, but I think there are other aspects to study that we still need to pursue, such as population trends, education trends, impacts of the CSU to the K-12s. It needs to be pursued further. I would not want to recommend at this point that the task force be disbanded, rather that it continue its study looking into these other ancillary areas as well. In order for us to get a total full picture as to the viability of this, we want to have all of that information. I think basing a "yeah" or "nay" discussion at this point based on current fiscal matters, we're cutting ourselves short.

Member McNinch: Will you put that in writing?

Member Uranga: I will most definitely put it in writing for your next meeting and thank you for the opportunity.

Member Kellogg: I know a lot of time went into this report that you did on this two-college scenario and I personally appreciate the time and effort people put into that. I think I've made my position known as far as the concept for a two-college scenario. I don't care what economic time period we are in, whether times are good or bad, there still is a cost involved when you start-up, market, hire for a second facility and I agree with the aspect of where are the benefits to the students. I know what the costs are, I know what the administration costs would probably be, but at the end of the day, how does this benefit students who come to our campus. I look forward to whenever that information comes forward but I do want to give thanks to the people who put a lot of time and effort into putting these numbers together so at least we can see it and my position hasn't changed which is show me that it makes economic sense and then we'll move on from there, so I look forward to getting the additional material on this matter.

Member Uranga: I didn't mean to sound too critical and if I did I apologize for that. I also want to thank the task force for the work they've done. It's not easy. There's a lot of information out there. The points that I bring up are just suggestions for further study. I think that we want to be as comprehensive as possible so that we can make a right decision, because eventually it's going to come to this Board and we'll decide. I know what Jeff's thinking, but we'll look at it and if comes down to that there is going to be benefits to students, then let's look at it that way as well and I just want you to keep an open mind.

President Mc Ninch: And I appreciate your willingness to put it in writing, because a number of years ago Trustee Polsky asked for a report on trustee travel and I gave a report and at the end of the report she said, "That's not what I wanted to know." So, we really need to be specific when we ask for reports as to what the parameters are that we want considered.

Member Clark: I would also like to thank the committee for their work and I think we have to, at some point, feel that the committee's work is completed and make a decision....

President McNinch: One of the first things that I really enjoyed when I came on the Board was the Report of the Committee on Committees.

ECONOMIC AND RESOURCE DEVELOPMENT

No Report.

ACADEMIC SENATE

Janice Tomson: I just wanted to thank the Board members who attended the dinner on Friday night. It was fun for us and I also want to thank the administrators, as well, and Dr. Kehoe, and we enjoyed having supper with you.

TRUSTEES COMMUNICATIONS

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President McNinch: I do want to comment on “Long Beach One Book, the Freedom Writers’ Diary,” for which an alumni of our college is being honored through this week.

NEW BUSINESS

There was no New Business.

FUTURE REPORTS

March 23, 2004: Study Session:

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

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.

Adrian Novotny: Thank you, President McNinch, Board of Trustees Members, Superintendent-President Kehoe, Long Beach City College administrators, fellow faculty members, students, and, since this meeting is carried on cable channels to the surrounding community, I would like also to address the citizens of the greater Long Beach area. I'm professor Adrian Novotny, President of the Community College Association, the union of Long Beach City College's 338 full-time faculty members. I thank the members of the Board of Trustees for the opportunity to address the Board this evening.

I'd like to take a few moments to raise several critical issues from our Association Executive Committee and representative council. In the face of recent developments, we faculty feel that we must speak out in opposition to Governor Schwarzenegger's proposal to raise college and university students’ tuition again, in an attempt to ease the statewide budget crisis confronting us at this time. Students enrolled in higher education in the State of California are being asked to help solve the State's economic crisis by paying skyrocketing tuition for their educations. This is a cowardly and shameful way for the Governor to attempt to lessen the severity of our budget shortfall. The Governor knows where the money is in this State, but he will not target these special-interest supporters of his administration to ease the crisis. Instead he institutes an astronomical increase in tuition from \$13 a unit to \$26 a unit in community colleges alone. The tuition increase of last year contributed to the drop-out of over 130,000 community college students in the State of California. These are the very people upon whom the State will

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either succeed or fail in the future. These are the people who would shortly take up leadership positions in government, business, religion, in society in general. About 130,000 of them have dropped out or, more accurately, were forced out of higher education. If the current proposal to increase tuition to \$26 a unit succeeds, then community college tuition will have risen 131% in the past year. It is estimated by one authority that another, perhaps, 230,000 students will be forced out of the community colleges in our State. How many of these dropouts as a result of being deprived of a college education will move on to fill our welfare and unemployment rolls? How many will waste their lives and our taxpayers' funds being warehoused in one of California's growing industries - penitentiaries and jails? How many talented and potentially successful people will never find their actualization? As faculty we are trained and educated to teach, to invest in the future by providing the skills and knowledge necessary to enable successive generations of young Californians to assume leadership positions in government, business, communities, neighborhoods, and so on. We faculty are outraged that students should be targeted and economically squeezed to attempt to solve the fiscal problems of the State of California. The state that, until recently, offered the best and least expensive higher education in the entire nation. A lame excuse that the cost of tuition in California is still cheap compared to other states is meaningless. California has the fifth largest economy on earth. Our students should still be entitled to a tuitionless education.

We faculty ask our institution's Board of Trustees, our administrators, our general faculty and staff, our students, as well as concerned citizens in the Long Beach area, to raise your voices in protest to this intolerable attack upon our students. Our very future is in jeopardy. I ask you to call, fax or email your state government representatives and express your opposition to this legislation if you are in agreement with my words. Contact Senator Betty Karnette, at 562-997-0794. Fax her at 562-997-0799, or email senator.karnette@sen.ca.gov. Also contact Assemblymember Alan Lowenthal at 562-495-4766; Fax 562-495-1876; or email alan.lowenthal@assembly.ca.gov.

We have another issue that CCA would like brought up and that is a local issue. It's been worsening and is now at a point that renders Long Beach City College at its lowest point in terms of morale that it's ever been in the living memory of our senior staff and faculty. Last fall, the full-time faculty of Long Beach City College voted that, due to various policies and practices, we have no confidence in the Vice President of Academic Affairs, Dr. Mary Callahan. Instead of addressing these issues and attempting to maintain the integrity of the institution, Dr. Callahan chose to attack the very faculty she was hired to represent and to lead, the Academic Senate and its President, professor Janice Tomson. Dr. Callahan filed a lawsuit against President Tomson and the Academic Senate of Long Beach City College. Despite this litigation, the vote of no confidence stands, since CCA faculty representatives also voted unanimously in support of this document and to date have not received a response. It's been five and a half months since this vote of no confidence was presented to this Board of Trustees. To date, neither Dr. Callahan nor anyone else in administration has acknowledged the complaints and allegations of contractual violations delineated in this document. We have not heard from Dr. Callahan. We have not heard any official word from the Board of Trustees. We have not heard from the Superintendent-President. Silence regarding an issue of this magnitude, no response from the administration on a carefully prepared,

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fully documented list of complaints and allegations against the chief academic officer is symptomatic of our morale problem.

President McNinch: Thank you, Dr. Novotny.

Adrian Novotny: Thank you very much.

President McNinch: Now we'll hear from Larry White on accreditation.

Larry White: President McNinch, Members of the Board of Trustees. My name is Larry White. Last year I resigned as Department Head of the Art Department, after having served in that position for 12 years. I would like to outline to you a concern I had and have that led to my decision. There was an edict last year regarding the scheduling of classes that was presented to the department heads by the Vice President of Academic Affairs. It has since been referred to as block scheduling. It was not in any way a planned process as defined by administrative regulations or District policy. This edict was not developed through any form of shared governance. The Instructional Planning Committee was not involved nor was it even brought before them. I would like to point out to the members of the Board that there is a legally-defined college procedure for the scheduling of classes that has been in place and respected for decades. As part of the District contract with faculty, it is required that faculty create the schedule. It is part of what you pay us to do. According to Article 11, Item E, 4.a, I quote: "The department head shall consult with each unit member assuming he or she is available regarding the assignments to be made to regular, overtime, and summer classes. The department head shall then recommend to the appropriate instructional dean or student services dean a schedule for each unit member." Also, appendix A, item B in that same contract states that the department head prepares and recommends the schedule of classes. The vice president is not mentioned in the contract as having any authority regarding scheduling. Scheduling is to be done by the department heads. It's simple and it works. The system wasn't broken and it didn't need fixing. The result of scheduling by edict can be seen comparing the second week of the fall 2002 year before block scheduling, we were 12% over cap. The second week of fall 2003, we were 8% under cap. This represents a 20% decline in enrollment for the same period. These statistics represent real live students who are denied opportunity. The Vice President of Academic Affairs' contract does not mention scheduling. However, her job description does require that she work with faculty collegially. Item three of her job description states that, again, I quote, "understands and supports the role of faculty in shared governance as delineated in the Education Code and Title 5 and will work with shared governance structures in place at the college." It is apparent to the faculty that by her conduct Dr. Callahan violated the faculty contract and, in the process, her own. To further exacerbate this situation, although aware of two violations of contracts - the Vice President's contract by forcing her mandate upon the faculty outside of any form of planning or shared governance, and by her actions, the faculty contract by scheduling when she has no authority.

The Executive Vice President of Human Resources has done nothing to see that either contract is enforced, which is his contractual obligation with the District. Instead, invoking the name of the administration and the Board, he threatened the faculty at a

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meeting of the Academic Senate, conduct that stretches the most liberal interpretation of his own contract. In the execution of his duties, the Executive Vice President of Human Resources during his tenure has shown unequivocal bias against both faculty and staff in the interpretations of their contracts. My concern is that the accreditation team is coming soon and you, the Board of Trustees, must understand that by ignoring the festering discontent of faculty and staff, you are endangering this institution. I ask that you please wipe the film from your eyes, relinquish your rubber stamps and take your charge seriously to deal with the challenges facing us.

President McNinch: Thank you and I will let you know that you both addressed the same subject which should have been limited to five minutes and by the grace of the President, you were allotted your ten minutes.

There will be a special meeting after our second closed session. This Board will now adjourn for a second closed session. If you want to stick around for the meeting after that, you're more than welcome.

SECOND CLOSED SESSION

At 6:15 p.m., the Board went into a Second Closed Session.

ADJOURNMENT

At 6:20 p.m., President McNinch announced that no action was taken in the Second Closed Session and adjourned the meeting. The next regular meeting of the Board of Trustees will be held on March 23, 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