

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

**Minutes of Meeting of
July 15, 2003**

The meeting of the Board of Trustees of the Long Beach Community College District, County of Los Angeles, California, was held in Building I, Liberal Arts Campus, 4901 East Carson Street, Long Beach, on July 15, 2003.

CALL TO ORDER

The meeting was called to order at 4:02 p.m., the items to be discussed in closed session were announced and the meeting was adjourned to closed session.

The meeting was reconvened in open session at 5:10 p.m., in the Board Room, Building I, Liberal Arts Campus.

Vice President Kellogg: In our Closed Session, the Superintendent-President's goals were approved by members of the Board. There were no other items to report out of the Closed Session.

PLEDGE OF ALLEGIANCE

Member Clark led the Pledge of Allegiance.

ROLL CALL

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

Absent: President McNinch

WELCOME AND INTRODUCTIONS

Vice President Kellogg welcomed everyone to the meeting.

APPROVAL OF MINUTES

**Minutes, Meeting of the Board of Trustees
July 15, 2003**

Vice President Kellogg: Is there a motion for approval of the minutes of June 17, 2003?

It was moved by Member Clark, seconded by Member Polsky, that the minutes of the meeting of June 17, 2003, be approved as distributed. The motion carried, all voting aye.

ORDERING OF THE AGENDA

Member Uranga pulled item 5.1.

REPORT OF BOARD OF TRUSTEES

Committee Reports

There were no Committee Reports.

STUDENT TRUSTEE

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

The Student Life programs at Long Beach City College have utilized the summer to brainstorm activities for the upcoming semester. They have officially named the week of August 18th through the 21st as the official LBCC Student Welcome Week for Fall 2003. The week will be used to make the students feel welcome and to inform them about different programs offered on campus. Each day a different program will offer a special treat for students at LAC. The days of August 19th and 20th will be the Welcome Days at PCC. The student leaders at LBCC want to make this upcoming school year the best possible.

PUBLIC COMMENTS ON AGENDA ITEMS

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

The following items were part of the Consent Agenda

HUMAN RESOURCES (Academic)

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

Appointments

Hourly Instructor – Fall 2003

1

Stipends

39

In-Service Changes

**Minutes, Meeting of the Board of Trustees
July 15, 2003**

Change of Salary – Contract	2
Change of Title	1
<u>Separation From Employment</u>	
Retirement	12

HUMAN RESOURCES (Classified)

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

APPOINTMENTS

Probationary	6
Administrative Transfer	3
Temporary	50
Exempt From the Merit System	224

INSERVICE CHANGES

Leave of Absence Without Pay	1
Change to Previous Board	8

SEPARATION FROM THE DISTRICT

Retirement	1
Resignation	1
Layoff Due to Lack of Work/Lack of Funds	1
Termination	1

Resolution, Board Member Absence Compensation

Adopt Resolution No. 071503A, authorizing compensation to Board Member Dianne Theil McNinch for the Board of Trustees' meeting of July 15, 2003, from which she was absent.

Resolution, Reduction of Classified Service, 2003-2004

Adopt Resolution No. 071503B, regarding reduction of certain classified services, effective August 26, 2003: ESL Office Coordinator – 0.40 FTE

FINANCE

Appropriation Transfers

(a) Appropriation Transfers numbered: 79518, 79791, 79796, 79800, 79808, 79810, 79819, 79910, 79930, 79993, 80000, 80003, 80005, 80007, 80009, 80018, 80023, 80100, 80106, 80123, 80154, 80158, 80178, 80181, 80184, 80250, 80264, 80266, 80270, 80272, 80280, 80577, 80588, 80591, 80600, 80604, 80606, 80608, 80610, 80620, 80622, 80742, 80746, 80760, 80802, 80842, 80846, 80848, 80852, 80856, 80858, 80860, 80887, 80890, 80894, and 80981 for the General Fund, in the amount of \$295,781 as listed.

From: Academic Salaries \$ 6,421

**Minutes, Meeting of the Board of Trustees
July 15, 2003**

	Classified Salaries	72,388	
	Staff Benefits	6,126	
	Books and Other Supplies	\$ 29,305	
	Other Operating Expenses	73,192	
	Capital Outlay	31,208	
	Other	<u>77,141</u>	\$ 295,781
To:	Academic Salaries	\$ 17,406	
	Classified Salaries	4,106	
	Staff Benefits	1,413	
	Books and Other Supplies	47,235	
	Other Operating Expenses	114,586	
	Capital Outlay	44,929	
	Other	<u>66,106</u>	\$ 295,781

Included in the appropriation of \$295,781 is the following transfer greater than \$25,000:

<u>AT</u>	<u>From</u>	<u>To</u>	<u>Department</u>	<u>Amount</u>
80622	790100-01-709100-0440	514000-01-709100-0440	Stadium	\$ 30,000

From the reserves to professional services for fire and casualty insurance.

Salary Warrants

Ratify issuance of salary warrants listed on Registers No. 4123 through 4127 for the period of May 30, 2003, through June 16, 2003, in the amount of \$6,451,481.65 as listed:

Register No. 4123 Issue Date 05/30/03	Warrant Nos. 0711480 - 0711618	\$ 4,559,363.06
Register No. 4124 Issue Date 06/10/03	Warrant Nos. 0711619 - 0711981	\$ 876,454.66
Register No. 4125 Issue Date 06/10/03	Warrant Nos. 0711982 - 0712796	\$ 706,263.63
Register No. 4126 Issue Date 06/16/03	Warrant Nos. 0712797 - 0712853	\$ 114,967.30
Register No. 4127 Issue Date 06/16/03	Warrant Nos. 0712854 - 0712886	\$ <u>194,433.00</u>
	Total Salary Warrants Issued	\$ <u>6,451,481.65</u>

Commercial Warrants

Ratify issuance of commercial warrants for the period May 26, 2003, through June 20, 2003, in the amount of \$4,252,421.60 as listed.

Period Ending May 30, 2003	
General Fund	\$ 259,935.59

**Minutes, Meeting of the Board of Trustees
July 15, 2003**

Student Financial Aid Fund	459,443.48	
Child Development Fund	126.85	
Payroll Clearing Fund	218,721.76	
Capital Project Fund	316,334.40	
General Obligation Bond Fund	<u>229,758.91</u>	\$ 1,484,320.99

Period Ending June 6, 2003

General Fund	\$ 701,922.66	
Student Financial Aid Fund	250,282.35	
Child Development Fund	4,691.02	
Payroll Clearing Fund	1,347.16	
Capital Project Fund	97,581.00	
Self Insurance Fund	22.68	
Community Service Contract Fund	<u>320.91</u>	\$ 1,056,167.78

Period Ending June 13, 2003

General Fund	\$ 281,876.00	
Student Financial Aid Fund	227,830.48	
Payroll Clearing Fund	55,632.28	
Capital Project Fund	134,500.78	
Self Insurance Fund	42.00	
General Obligation Fund	<u>245,563.57</u>	\$ 945,445.11

Period Ending June 20, 2003

General Fund	\$ 514,462.51	
Student Financial Aid Fund	822.01	
Child Development Fund	625.55	
Payroll Clearing Fund	42,554.12	
Capital Project Fund	183,023.53	
General Obligation Bond Fund	<u>25,000.00</u>	\$ <u>766,487.72</u>

Four Weeks Total \$ 4,252,421.60

Included in the total expenditure of \$4,252,421.60 are the following payments greater than \$25,000, excluding employee benefits and utilities:

Unrestricted General Fund

1. \$247,617 to City of Long Beach, for Police and Fire Services training classes, Spring 2003.
2. \$53,000 to Nabco Assignments LTD, for settlement agreement with certificated employee dated April 23, 2003.
3. \$50,042 to Community College League of California, for database subscriptions for the Library, Liberal Arts Campus, for the period of January 2004 through December 2004.
4. \$36,156 to California Narcotic Officers Association, for officer training classes, Spring 2003.

**Minutes, Meeting of the Board of Trustees
July 15, 2003**

5. \$31,163 to Comp View Inc., for twelve Epson 811P multimedia projectors for the Media Services department.
6. \$25,000 to Holland & Knight LLP, for professional services rendered through March 19, 2003, and reimbursable costs from April 3, 2003, through April 30, 2003.

Capital Project Fund

1. \$305,500 to Ciber Inc., for PeopleSoft professional services from January 25, 2003, through May 16, 2003.
2. \$123,033 to Mission Pools of Escondido, Inc., for final payment for the repair and renovation of the pool, Liberal Arts Campus.
3. \$112,238 to Honeywell, Inc., for installation and monitoring co-generation equipment.

Contract Education/Community Services Fund

\$ 26,743 to Thomas J. Kiblen, for two Dale Carnegie courses with a total of 19 participants.

General Obligation Bond Fund

1. \$425,323 to Bovis Lend Lease Inc., for bond and state funded program management services, January 15, 2003, through April 30, 2003.
2. \$50,000 to Robbins Jorgensen Christopher, for bond implementation planning services at the Liberal Arts and Pacific Coast Campuses, December 1, 2002, to April 30, 2003.

PURCHASING

Bid Awards

Bid C0300 – With Acorn Cleaning Supply, Inc., for Item 1 - roll towels in the amount of \$53,000; Gale Supply Company for Item 2 – toilet seat covers in the amount of \$11,000. Total amount of the award is \$64,000 including applicable taxes and shipping charges. Period of agreement is May 14, 2003, through May 13, 2004, with District reserving the option to renew for additional one-year periods not to exceed three years. Reject all bids for Item 3 – toilet tissue due to non-compliance with all of District's bid specification requirements.

Western States Contracting Alliance (WSCA) Master Price Agreement 94-00151

– Ratify - with IBM to purchase 41 IBM computers for Business Administration in the amount of \$73,298.24.

City of Los Angeles Contract No. 57475 – With Empire Cleaning Supply, to purchase toilet paper in the amount of \$46,000 including applicable tax and enter into a pricing agreement to purchase custodial paper products and supplies for the period of July 1, 2003, through June 30, 2004. District has the option to renew for

**Minutes, Meeting of the Board of Trustees
July 15, 2003**

additional one-year periods not to exceed three years. Prices are to be in accordance with the contract tabulated pricing.

Bond Contract Awards

CN 22003.5 – Award - With Alvarado, Smith & Sanchez, to provide legal services for bond related issues effective July 1, 2003, through June 30, 2004, for the amount of \$ 50,000.

CN 22003.6 – Ratify – With Kleinfelder, Inc., to provide geotechnical investigation services for the proposed South Quad Complex, effective May 1, 2003, through May 31, 2003, for the amount of \$14,950.

CN 22003.7 – Ratify – With Hillwig-Goodrow, LLC, to provide land surveying and photogrammetric mapping services for the Liberal Arts and Pacific Coast Campuses, effective June 19, 2003, through August 18, 2003, for the amount of \$21,130.

CN 22003.8 – Ratify – With Brandow & Johnston Associates, to provide structural seismic review for buildings M and F, effective April 1, 2003, through April 30, 2003, for the amount of \$6,051.50.

CN 22003.9 – Ratify – With Toft, Wolff, Farrow, Inc. to provide electrical systems master planning services effective January 5, 2003, through February 28, 2003, for the amount of \$6,440.

CN 22004.1 – Award – With Rachlin Architects, to provide architectural programming services effective July 1, 2003, through June 30, 2005, for a contract amount not-to-exceed \$50,000.

Contract Amendments

CN 99611.5 – Ratify - With Thomas J. Kiblen & Associates, Inc., Amendment #2, to facilitate Dale Carnegie courses, to increase the contract amount by \$33,780 for a total contract amount of \$330,405.

CN 99628.1 - With P2S Engineering, Inc., Amendment #1, to extend the termination date from June 30, 2003, to June 30, 2004, with no increase to the contract amount.

CN 99628.2 - With Joyce Inspections & Testing Inc., Amendment #1, to extend the termination date from June 30, 2003, to June 30, 2004, with no increase to the contract amount.

Amendment to Board Action

CN 99605.8 - With Excel Paving Company for the paving of parking lots D & E, at the Liberal Arts Campus, to change the completion date from September 15, 2003, to September 15, 2002.

**Minutes, Meeting of the Board of Trustees
July 15, 2003**

Purchase Order Approvals/Ratifications

Authorize the issuance of purchase orders for the period May 26, 2003, through June 20, 2003, in the amount of \$684,976.32 as listed.

46536	\$ 428.67
46630	9,673.36
46633	1,438.99
46660 – 46789	<u>673,435.30</u>
Total amount	\$684,976.32

Included in the total amount of purchase orders of \$684,976.32 are the following items greater than \$25,000:

General Fund - Fund 01

PO 46686	Print Fall registration postcards and prepare for carrier route sorting Community Marketing Account No. 457000-01-671500-0000	\$26,664.14
PO 46692	Analyzer scope Auto Mechanics Account No. 642000-01-094700-1090 Account No. 642000-01-094700-7000	\$7,384.64 \$20,562.09
PO 46726	Digi Studio/Music Lab Music and Radio/Television Account No. 432000-01-100400-1690 Account No. 438000-01-100400-1690 Account No. 641000-01-100400-0550	\$7,317.02 \$10,554.38 \$28,010.32
PO 46752	Imprinted promotional items Community Marketing Account No. 457000-01-671500-0000	\$35,057.25

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 Services; 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:

CN 93067.2 - Ratify - Amend - With the California Narcotic Officers Association (CNOA), for the District to provide instructional services and use of their facility, effective July 1, 2003, through June 30, 2004, for the amount of \$200,000.

**Minutes, Meeting of the Board of Trustees
July 15, 2003**

CN 93081.6 - Ratify - Amend - With Public Agency Law Group, to provide legal services regarding facility issues on an as-needed basis, for the amount of \$15,000 for the 2003-04 fiscal year.

CN 93083.6 - Ratify - Amend - With Parker & Covert, LLP, to provide legal services on an as-needed basis, to increase contract amount by \$210,000, for the 2003-04 fiscal year.

CN 93084.7 - Ratify - Amend - With Secured Entry, to provide security services at the entry gate for events at Veterans Stadium and gymnasium areas, to extend the termination date from June 30, 2003, to June 30, 2004, for the amount of \$18,750, for the 2003-2004 fiscal year.

CN 93087.2 - Ratify - Amend - With Ayse Oge, Ultimate Publishing & Training, to provide additional technical assistance for CITD clients, to extend the termination date from June 30, 2003, to July 15, 2003, and increase contract amount by \$150, for a total contract amount of \$12,600, paid with CITD funds.

CN 93094.2 - Ratify - Amend - With the Chancellor's Office, California Community Colleges, to extend the termination date from June 30, 2003, through June 30, 2004 for the Accessing Instantaneous Math Program. Amount of funding was decreased by 25%.

CN 93096.4 - Ratify - Amend - With Catalina G. M. Cruz, to complete three projects for Fiscal Operations, to extend the termination date from December 31, 2002, to September 30, 2003, at no additional cost to the District.

CN 93104.5 - With the California Department of Education Nutrition Services, to provide funding for provision for nutritious meal for licensed day care center, effective October 1, 2003, through September 30, 2004. Amount of funding is approximately \$23,000.

CN 93096.8 - Alvarado, Smith & Sanchez, to provide legal services regarding real estate and bond related issues, to increase the contract amount by \$60,000, for the 2003-04 fiscal year.

CN 93105.2 - Ratify - With Redgate Memorial Recovery Center, to provide a clinical practice site for School of Health and Science students, effective June 1, 2003, through May 31, 2005, at no cost to the District.

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

CN 93105.4 - With Interim Healthcare, to provide a clinical practice site for School of Health and Science students, effective August 5, 2003, through August 4, 2005, at no cost to the District.

**Minutes, Meeting of the Board of Trustees
July 15, 2003**

CN 93105.7 - With Vavrinek, Trine, Day & Company, LLP (VTD), to provide technical investigative support and assistance. VTD will also provide a comprehensive review of the District's current internal controls regarding the revolving cash fund, credit card usage, and purchasing and receiving procedures, effective July 15, 2003, through January 15, 2004, for the amount not to exceed \$16,200.

CN 93105.8 - With Keynote Speakers, Inc., to provide the services of Dan Walters as keynote speaker for the District's College Day on August 15, 2003, for the amount of \$3,500, plus expenses.

CN 93106.2 - With R. P. Laurain & Associates, to provide a valuation study for the properties located at 3340 Los Coyotes Diagonal and 3325 Palo Verde Avenue, effective July 16, 2003, through September 30, 2003, for the amount of \$9,200, paid with COP funds.

CN 93106.3 - Ratify - Amend - With City of Long Beach, Police Department - Special Services, to provide security for Veterans Stadium events, effective July 1, 2003, through June 30, 2004, for the amount of \$23,000.

CN 93106.4 - Ratify - With Community College Foundation to provide funding for a Family Development Program, effective July 1, 2003, through June 30, 2004. Amount of funding is \$10,000.

CN 93106.5 - Ratify - With Martha Carreon, to provide training sessions and materials for the District's Student Leadership Conference, effective June 4, 2003, through October 30, 2003, for the amount of \$3,500, paid with Title V funds.

CN 93106.6 - Ratify - With Long Beach Unified School District (LBUSD), for Long Beach Community College District to reimburse LBUSD for part of the salary and benefits of the Long Beach Education Partnership Coordinator, effective July 1, 2002, through June 30, 2003, for the amount of \$10,000.

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>
Radical Media	LAC	Film Shoot	Stadium	6/10/03
ACT Testing	LAC	Testing	D Bldg.	6/14/03
Florida Marlins	LAC	Baseball Tryouts	Baseball Field	6/14/03
Archambault	LAC	Graduation Event	Pool	6/15/03
Bonini Photography	LAC	Film Shoot	Large Gym,	6/26-28/03

**Minutes, Meeting of the Board of Trustees
July 15, 2003**

			Stadium	
Bethany Lutheran Church	LAC	Sunday Parking	Child Study Center Parking Lot	7/1/03-6/30/04
Bethany Lutheran Church	LAC	Daily Parking	Child Study Center Parking Lot	7/1/03-6/30/04
Auto Select Group	LAC	Used Car Sales	Parking Lot J	7/3-7/6/03

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

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

<u>Organization</u>	<u>Campus</u>	<u>Event</u>	<u>Facilities</u>	<u>Date</u>
LBCC Foundation	LAC	Scholarship Awards	Auditorium	5/28/03
Foster & Kinship Care Education	PCC	Workshop	FF 101	6/5/03
Project Launch	PCC	Middle School Tour	Dyer Hall	6/6/03
LBCC Baseball	LAC	Tournament	Baseball Field	6/8, 15, 22, 29/03
Pavement Coatings Company	LAC	Parking	Stadium	6/9-24/03
Foster & Kinship Care Education	PCC	Graduation	FF 101	6/9/03
LBCC Exercise Program	LAC	Deep Water Exercise	Pool	6/13 to 8/15/03
Bob Sanders Retirement Party	LAC	Party	Stadium	6/14/03
LBCC Community Relations	LAC	Ground Breaking Ceremonies	Golf Mall	6/19/03
LBCC Community Relations	PCC	Ground Breaking Ceremonies	PCC Green	6/19/03
LBCC Orientation	LAC	High School Orientation	D Bldg.	Saturdays 6/21-8/16/03

**Minutes, Meeting of the Board of Trustees
July 15, 2003**

Upward Bound	PCC	Summer Session	Student Center	6/23-7/11/03
LBCC Orientation	PCC	High School Orientation	GG 115	6/24-8/26/03
Foster & Kinship	PCC	ILP Program	Dyer Hall	6/24/03
Andrea's Tours	LAC	Parking	Stadium	6/25-27/03
LBCC Child Development	PCC	Petting Zoo	Development Center	6/25/03
Upward Bound	PCC	Summer Session	DD Building	7/1-7/11/03
Foster & Kinship	PCC	ILP Program	Student Center	7/3/03
LBCC Track	LAC	Training	Stadium	7/7-11/03
Personnel Commission	LAC	Testing	Cafeteria	7/11 & 18/03
LBCC Air Conditioning	PCC	Seminar	MM 121	7/12/03
LBCC Music Department	LAC	Twirling	Large Gym	7/13/03

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

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

<u>Organization</u>	<u>Campus</u>	<u>Event</u>	<u>Facilities</u>	<u>Date</u>
National Evaluation Systems	PCC	C-BEST Testing	BB, DD, EE, FF Bldgs.	10/11/03
ACT Testing	LAC	CBDM Test	D101, 102	10/25/03
ACT Testing	LAC	ACT Test	D143, 245, 237	10/25/03
Southern California Band Organization	LAC	Marching Band Competition	Stadium	11/22/03
National Evaluation Systems	PCC	C-BEST Testing	BB, DD, EE, FF Bldgs.	12/6/03
ACT Testing	LAC	ACT Test	D101, 235, 237	12/13/03

**Minutes, Meeting of the Board of Trustees
July 15, 2003**

National Evaluation Systems	PCC	C-BEST Testing	BB, DD, EE, FF Bldgs.	2/21/04
National Evaluation Systems	PCC	C-BEST Testing	BB, DD, EE, FF Bldgs.	4/17/04
National Evaluation Systems	PCC	C-BEST Testing	BB, DD, EE, FF Bldgs.	6/19/04

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>
LBCC Men's Basketball	LAC	Fund Raiser	Large & Small Gyms	8/9, 10/03

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

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

The motion carried, all voting aye.

5.1 ACADEMIC PERSONNEL

Member Uranga: Under 5.1 there is a listing of academic personnel of approximately ten individuals who are retiring this year and I would just like to make special note of these individuals and congratulate them on their many years of dedicated service to the Long Beach Community College District family and wish them well and happy retirement.

Executive Vice President Collins: Trustee Kellogg. May I address item 5.1, also?

Vice President Kellogg: Yes.

Executive Vice President Collins: At your places tonight, we have a revised 5.1 that, in addition to the recognition of the retiring faculty members that Trustee Uranga just mentioned, we also bring to you a change at the last minute. We have recently completed the selection for a interim women's head coach for the year and so I asked that it be brought to you tonight rather than waiting for the next session in August, because this coach will be doing some recruiting and visitation. So I asked that it be brought to you tonight on this kind of a measure and allow this person to go ahead and do the work, rather than having them working in the community before the Board had a chance to take action on it, I asked for this revision. So if in your actions tonight you would adopt the revised 5.1, H.R. would greatly appreciate it.

**Minutes, Meeting of the Board of Trustees
July 15, 2003**

It was moved by Member Uranga, seconded by Member Polsky, that the Board approve and authorize the revised item 5.1 (Academic Personnel).

The motion carried, all voting aye.

ACADEMIC SENATE (Title 5, Section 53203)

No Report.

SUPERINTENDENT-PRESIDENT

Superintendent-President Kehoe: I have a wonderful handwritten letter from Jerry Schubel at the Aquarium, congratulating us on our 75th and the 75th dinner. He did come to the dinner, the Aquarium was included in the video, and he thanked us for that, as well. It was a very nice note.

We also have a thank you for our participation in United Way. The United Way effort on our campus was led by Gail Schwandner and the employees of Long Beach City College contributed \$9,140 to United Way this year. So that was a significant contribution and they are very grateful.

Then I also received a copy of a letter to Ginny Baxter from Steve Conley who went on the Dive trip to Havana, Cuba, which is part of our Foundation program, but it is led by our faculty member, Laurel Breece, in the Archeology Department, and he was complimenting us on that program.

Finally, I got a congratulatory letter from Juanita Millender McDonald, because we are one of the few community college districts to receive the TRIO and Upward Bound program again under Federal funding for this year.

So, those were some nice letters that I received in the last couple of weeks.

ACADEMIC AFFAIRS

Dr. Gary Scott: Actually, this will be our tenth summer of the Summer Pops Concert, the outdoor Pops Concert and it's next Monday evening, July 21. It's on the lawn in front of the Auditorium. It's become a real kind of important part of the whole summer tradition around here. It seems like a lot of staff come. Basically, we invite people to bring their chairs and their picnic suppers and they start showing up about 5:30. We have a trombone choir at 5:45, a brass choir at 6:00, the Summer Wind Symphony at 6:30, and the Band of the California Battalion at about 7:15. It will probably be two hours worth of music; parking is free; it's sponsored by the Music Department and the Associated Student Body. Marty Wayland will have chicken dinner for \$4.50, and we have about 13 cases of soda we give away free to everybody that comes. People are really grateful.

Wednesday night, the 23rd, is our Summer Jazz Concert. That will feature City Jazz, a couple of small ensembles and the City Jazz Big Band. So if you want to do jazz on Wednesday night, you're welcome to do that.

**Minutes, Meeting of the Board of Trustees
July 15, 2003**

Also, just to make you aware. The Band of the California Battalion, which is our own reenacted Civil War Brass Band, leaves next Thursday, July 24, to participate in the Second National Civil War Brass Band Festival. We were invited to participate in 2000. This is the second time they've done it. It's the biggest gathering of Civil War brass bands since the grand reunion after the Civil War. So there are 14 groups participating. We're the only group from California and the only group west of the Rocky Mountains, and we're the only invited band from three years ago. So, it's kind of neat. There were about 80 groups that sent audition tapes.

Member Clark: Where is this being held?

Dr. Gary Scott: Campbellsville University in Campbellsville, Kentucky, which is the geographic center of the state. So we're flying Thursday night overnight from LAX to Indianapolis. We land in Indianapolis at 5 in the morning and we have a four hour drive to Campbellsville. Friday night there's a parade of all the groups, a gathering in the Field House Saturday night; and we play at a church service on Sunday morning and we do our last concert Sunday afternoon at 1 o'clock and four hours later back to Indianapolis and we're home Sunday night.

Superintendent-President Kehoe: Dr. Scott, could you mention how you funded the trip?

Dr. Gary Scott: Basically, we have a trust fund here at the college. All of the performances that we do, all the monies go into the trust fund to pay for these kinds of things. The University is paying \$2,000 to each of the participating groups, so that will go in the trust fund, as well. Every time we go play we ask for donations. It is self-supporting and self-funded.

STUDENT SUPPORT, PLANNING AND RESEARCH

Resolution, Associated Student Body Enterprises, Change of Banking Institution

It was moved by Member Clark, seconded by Member Polsky, that the Board adopt Resolution No. 071503C, authorizing the Associated Student Body

Enterprises to change banking institutions from Comerica to City National Bank.

The motion carried, all voting aye.

PACIFIC COAST CAMPUS

No Report.

ECONOMIC AND RESOURCE DEVELOPMENT

No Report.

ACADEMIC SENATE

No Report.

TRUSTEES COMMUNICATIONS

Member Polsky: Yes, I would like to say that I was the only Board member who attended the 75th anniversary party and it was just an incredible event. That's all I want to tell you. It was an incredible event - the number of community members that were there, the speakers – I know it was taped. I just can't tell you how proud and overwhelmed I felt just to be there and to know all these people cared so much about the college to be there. Karen Kane – you did a great job, Karen. It was just overwhelming. It was just mobbed and I'm very proud of the whole thing, proud of you, Karen, and proud of our staff and all the people that played a role in making it such a wonderful success. So I just couldn't let the meeting go by without mentioning that.

Member Clark: Let me just add that unfortunately, they scheduled it at the time that the Board had an out-of-city conference. We were not particularly pleased that that happened and we hope it doesn't happen again, because we would have liked to have been there and certainly would have liked to participate in it and it wasn't because we didn't want to be there that we weren't there, but unfortunately the scheduling was not as we would have desired and hope that it doesn't happen in the future.

Member Uranga: Along with that, I want to mention that we were at the ACCT Regional Conference and on Saturday morning I was, at the last minute, invited to sit on a panel discussion regarding our bond, how to pass a bond at the community college level, and there were representatives from New Mexico, Arizona, Washington, as well as here in Long Beach, with myself as one of the reps and it was very well received and I just wanted to report that we had “Long Beach in the house,” at the ACCT in San Francisco, reporting on our bond and how successful we were, and they found it very enlightening. I think the one aspect that they found most interesting which is a no-brainer for us, but was a very important element of the bond, was the student participation and they really didn't see that students can really be an integral part of any bond in terms of fund raising and the contribution towards getting a bond passed, and they got some real enlightenment out of that and it woke up some people in terms of how they can work towards passing their bonds. Just for a point of information, Maricopa County is looking at placing on a ballot a \$1 billion bond, so the information that they got from us I think is going to help a little bit. That's quite an effort they're going to have out there.

Vice President Kellogg: Congratulations everyone on the 75th. I was not in San Francisco. I have not a clue where I was that weekend. I have a feeling I was at a Boy Scout Camp retreat that week, so I survived that. Congratulations, it was a great job. The 75th Anniversary for Long Beach City College.

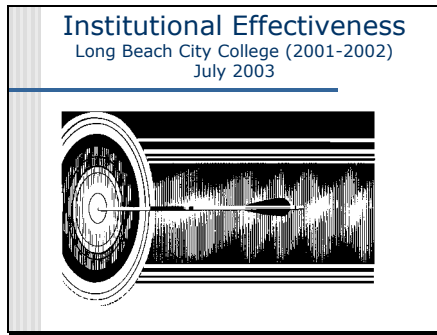
STUDY SESSION

Institutional Effectiveness

Fred Trapp, Facilitator:

Dr. Fred Trapp, Dr. Linda Umbdenstock and Ms. Janice Tomson, gave the following presentation:

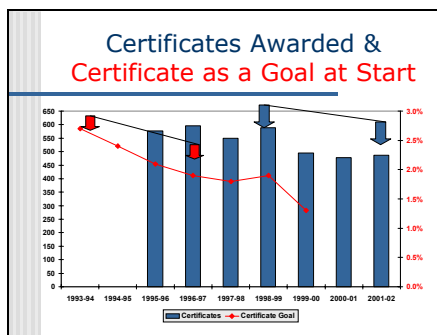
Slide 1



Slide 2

- Institutional Effectiveness**
- American Association of Community Colleges (AACC) Outcome Dimensions Model
 - Developmental Skills (Basic Skills)
 - Workforce Development (Economic Development)
 - General Education
 - Student Progress
 - Transfer Preparation
 - Outreach
 - Student Learning Outcomes

Slide 3



Slide 4

New Accrediting Standards

- Standard 1- Improving Institutional Effectiveness
 - The institution demonstrates a conscious effort to **produce and support** student learning, **measures** that learning, **assesses** how well learning is occurring and **makes changes** to improve student learning.

Slide 5

New Accrediting Standards

- Standard 1- Improving Institutional Effectiveness
 - The institution demonstrates its effectiveness by providing:
 - evidence of the achievement of student learning outcomes and
 - evidence of institutional and program performance.

Slide 6

The Nature of Evidence

- Direct
 - Work product or exam results that manifests student knowledge, skills, attitudes and ability to put knowledge to use.
- Indirect
 - Self-reports or data from which an inference is drawn that learning has been accomplished.

Slide 7

Community College Student Experiences Questionnaire (CCSEQ)

- Documents the extent of engagement or effort
 - 12 scales, 96 questions
- Captures self-reported gains in learning
 - 24 outcomes common to the college experience

Slide 8

Learning Gains, Fall 2002

- Acquiring ability to use computers for papers, etc.
- Becoming aware of different philosophies, cultures, and ways of life
- Understanding the role of science & technology
- Putting ideas together
- Developing ability to learn on my own
- Seeing the importance of history
- Learning about other parts of the world

Slide 9

Certificates and Degrees

- 76 Certificates of Completion created since fall 2000
- Respond to the immediate needs of our community
- Focus the education of our students

**Minutes, Meeting of the Board of Trustees
July 15, 2003**

Mission Areas, Indicators, & Measures	2000-01	2001-02	Percentage of LBCC Milestone Goal Achieved*	Average for all CCC, % of Milestone Goal Achieved	Progress Notes
Student Progress					
<i>Degrees & Certificates</i>					
Degrees	887	871	96%	97%	
Certificates (>18 units)	478	498	75%	84%	
Certificates (<18 units)	63	169			not in PFE program
Workforce Development					
<i>Successful Completions</i>					
SAM "B" Introductory Vocational Courses	6,290	12,945	366%	94%	
SAM "C" Advanced Vocational Courses	25,245	25,607	134%	115%	
<i>% Successful Course Completion</i>					
Vocational Education	80%	85%	110%	104%	
<i>Contract Education</i>					
Businesses Served					no state goal set as yet
Students Enrolled					no state goal set as yet
General Education					
<i>% Successful Course Completion</i>					
General Ed (transfer courses)	68%	69%	100%	100%	
Transfer Preparation					
<i>Transferred</i>					
UC Transfer Count	84	122	147%	99%	
CSU Transfer Count	676	820	118%	99%	
Transfer Prepared Count	1,523	1,578	95%	97%	
Developmental Skills					
<i>% Successful Course Completion</i>					
Basic Skills	64%	66%	104%	94%	
<i>Basic Skills Success in Next Course</i>					
# of Students Who Improved	2,992	3,046	96%	112%	
Outreach					
<i>Participation Rate Per 1,000 Adults</i>	73	80			not in PFE program
<i>Participation Rate by College Going HS Grads</i>	89%	87%			not in PFE program
<i>Economic Development Activities</i>					not in PFE program

* Set by the state as our "share" of the system wide target.

Fall 2002 CCSEQ Self-Reported Gains in Learning

Area of gain or progress	Completed Units	Very Little or Some	Quite A Bit or Very Much	% Gain
Acquiring knowledge/skills applicable to a specific job or type of work.	1 to 30	56%	44%	

**Minutes, Meeting of the Board of Trustees
July 15, 2003**

	31 to 60+	48%	52%	8%
Gaining information about career opportunities.	1 to 30	56%	44%	
	31 to 60+	49%	51%	7%
Developing clearer career goals.	1 to 30	49%	52%	
	31 to 60+	41%	59%	7%
Becoming acquainted with different fields of knowledge.	1 to 30	57%	43%	
	31 to 60+	41%	59%	16%
Developing an understanding & enjoyment of art, music & theater.	1 to 30	68%	32%	
	31 to 60+	56%	44%	12%
Developing understanding of literature	1 to 30	67%	33%	
	31 to 60+	57%	43%	10%
Writing clearly and effectively	1 to 30	57%	43%	
	31 to 60+	40%	60%	17%
Presenting ideas effectively in speaking	1 to 30	60%	40%	
	31 to 60+	43%	57%	17%
Acquiring ability to use computers to access information.	1 to 30	55%	45%	
	31 to 60+	44%	56%	11%
Acquiring ability to use computers for papers, etc	1 to 30	61%	39%	
	31 to 60+	43%	57%	18%
Becoming aware of different philosophies, etc	1 to 30	57%	43%	
	31 to 60+	39%	61%	18%
Clarifying own values	1 to 30	54%	46%	
	31 to 60+	37%	63%	17%
Understanding own abilities & interests	1 to 30	41%	59%	
	31 to 60+	28%	72%	13%
Understanding mathematical concepts	1 to 30	72%	28%	
	31 to 60+	56%	44%	16%
Understanding role of science & technology	1 to 30	75%	25%	
	31 to 60+	53%	47%	22%
Putting ideas together	1 to 30	62%	38%	
	31 to 60+	43%	57%	19%
Developing ability to learn on own	1 to 30	53%	47%	
	31 to 60+	35%	65%	18%
Speaking another language	1 to 30	70%	30%	
	31 to 60+	64%	36%	6%

**Minutes, Meeting of the Board of Trustees
July 15, 2003**

Interpreting information-charts & graphs	1 to 30	70%	30%	
	31 to 60+	57%	43%	13%
Interest in political and economic events	1 to 30	74%	26%	
	31 to 60+	61%	39%	13%
Seeing importance of history	1 to 30	67%	33%	
	31 to 60+	49%	51%	18%
Learning about other parts of world	1 to 30	66%	34%	
	31 to 60+	48%	52%	18%
Understanding-getting along with others	1 to 30	53%	47%	
	31 to 60+	36%	64%	17%
Developing good health habits	1 to 30	66%	34%	
	31 to 60+	49%	51%	17%
Developing ability to work with others in new settings.	1 to 30	49%	51%	
	31 to 60+	34%	66%	15%

N=1107 students, from randomly selected classes in programs doing program review during 2002-03

Board Goals

Dr. Linda Umbdenstock, Facilitator

Dr. Umbdenstock reviewed the following “Examples of Work Done in Support of Board Goals – 2002-2003” with the Board members:

**Examples of Work Done in Support of
Board Goals - 2002-2003**

1. Continue to implement and enhance a monitoring program
 - a. A college effectiveness report and discussion, including PFE measures, covering student success, workforce development, and development of learning outcomes: 7/9/03
 - b. An on-going district-wide community needs appraisal program for use in program planning. Internally, the College continued to gather and use needs assessment data for the academic area, Economic Development, Planning, Student Services, etc.
Also, participated in Accreditation Team Visit 10/1/02
 - c. A quarterly fiscal report and annual budget workshop; a review of the fiscal activities of the Board:
Quarterly Updates – 11/12/02, 2/18/03, 5/13/03
Workshop on the 2003-2004 Tentative Budget – 6/17/03

**Minutes, Meeting of the Board of Trustees
July 15, 2003**

Other Budget Reports and/or Presentations – 8/27/03, 9/10/02, 1/14/03, 3/21/03, 5/27/03. Discussion of fiscal considerations due to state budget situation.

d. Bond implementation

Citizens' Bond Oversight Committee:

Appointment – 8/27/02

Introduction – 9/24/02

Update – 4/22/03

Approved contracts for:

Facilities master planning architects

Implementation project managers

Architects for the first projects

Bond Updates and/or Presentations by facilities planners and architects– 8/27/03, 10/29/02, 12/10/02, 3/21/03, 4/22/03, 5/13/03

Ground-breaking LAC & PCC – 6/19/03

Contract with the City of Long Beach for acquisition of property on Lew Davis Street - 2/4/03

2. Strengthen the Board's lobbying efforts

a. Funding and equalization

Board member served on Legislative Committee for CCLC

Board member served and re-elected to CCCT

Board members attended Legislative Conference in Sacramento 2/1-3/03 and met with state legislators on the issue of equalization.

Board members attended Los Angeles area single college district meeting about funding, PERS, equalization, etc.

b. Student opportunity

Board members attended ACCT 2/8-11/03 in Washington, D.C. and met with congressional legislators on importance of issues in the Higher Education Act and appropriations.

See also 2a above.

3. Continue Board commitment to interest-based negotiations.

Report on grant (in conjunction w/ AFT) to help support training – 7/9/02

Ratified AFT Tentative Agreement – 2/18/03

4. Continue Board study sessions, a board retreat, and review of the Board of Trustees' policies and administrative regulations.

Board Retreat – 3/21/03

**Minutes, Meeting of the Board of Trustees
July 15, 2003**

Reviewed and discussed a specific plan for orientation of newly-elected board members – 3/21/03

Study Sessions:

9/24/02 - Update on 75th Anniversary Celebration; Update on Accreditation Team Visit; Update on PeopleSoft Implementation; Energy Update - Report on Co-Generation

3/21/03 - Globalization of Education Delivery and Service; Review and Discussion of a Specific Plan for Orientation of Newly-Elected Board Members

See also 1d.

BOT Policies and Administrative Regulations:

2/18/02 - Revised Administrative Regulations on Textbook Adoption (No. 4013)

6/17/03 - Revised Policy on Curriculum and Instruction (No. 4005)

6/17/03 - Revised Administrative Regulations on Curriculum and Instruction (No. 4005)

Board Self-Evaluation:

7/9/02 – Board Self Evaluation 01-02 & Results of Review
– Draft of 02-03 Goals

8/27/02 – Approval of 02-03 Goals

3/21/03 – Review of Code of Ethics Statement

4/22/03 – Approval of revised Code of Ethics Statement

5. Continue to support

- a. the goals of the Superintendent-President: goals approved and publicly endorsed; goals reviewed during Superintendent-President's evaluation 6/17/03
- b. the feasibility study for a two-college district – report 2/18/03; consent to proceed to next stage; requested that the study task force bring back a recommendation for discussion in Fall 2003
- c. efforts of college staff and administration to increase the competitiveness of the college by creating a greater flexibility of class scheduling
Supported alternative scheduling including enhanced ACE program, increased short-term and late-start classes, increased distance learning options, more partnerships in community for student coursework (career ladder programs with hospitals, women in the trades internships, service learning, etc.), uniform schedule for improved student access to classes
- d. diversity in all areas of college life, including an annual report on Title V –
Title V Presentation – 10/15/02
Report on Diversity – 4/22/03
- e. staff development opportunities through the college's professional development program for faculty, orientation of new faculty and staff development for staff.

**Minutes, Meeting of the Board of Trustees
July 15, 2003**

Flex Day Survey Results – 1/14/03

Flex Day Report– 3/4/03

Approved alternate funding source to continue new faculty orientation

Supported PeopleSoft training for staff

6. Continue support, communication and alliance with the Long Beach City College Foundation.

Attended Foundation Board quarterly meetings

Continued Board liaison with Foundation Executive Committee

7. Strengthen outreach and communication with the local, state, and national community.

a. Schedule a board meeting at Avalon. (Scheduled 3/27/03; cancelled due to state mid-year cuts to budget)

b. Recruitment of new students, especially through the college's high school and early outreach programs. Strategies supported included the first counselor internship program for high school counselors to better understand our college and the opportunities it offers. Enrollment by recent high school graduates has increased.

c. Other

Discussion of options to broadcast Board meetings: 9/10/02, 11/12/02, 1/14/03; Approved broadcasting 2/18/03; 5/13/03 – first broadcast

Participation in 75th Anniversary Celebration events. Activities included, Foundation fundraisers, and reunions, time capsules for both campuses, a ceremonial groundbreaking for both campuses and the Gala Anniversary Dinner

Active communication with the community in reference to bond projects

Maintained visibility at community functions

Attended many other events and meetings representing the college

Participated in economic development events

The Board then reviewed their 2002-2003 and made the following changes for 2003-2004:

**Long Beach Community College District
Board of Trustees**

Board Goals – 2003-2004

[Supportive of Institutional Goals/Objectives]

1. Continue to implement and enhance a monitoring program *[Goal/Obj. 8a, 4]*
 - a. A college effectiveness report and discussion, including PFE measures, covering:
 - student success
 - workforce development

**Minutes, Meeting of the Board of Trustees
July 15, 2003**

- development of learning outcomes
 - b. An on-going district-wide community needs appraisal program for use in program planning.
 - c. A quarterly fiscal report and annual budget workshop; a review of the fiscal activities of the Board; and monitoring the impact of state fiscal events as they relate to the district.
 - d. Bond implementation
2. Strengthen the Board's lobbying efforts [Supports District's ability to deliver mission fully]
- ~~a. Funding and equalization~~
 - ~~b. Student opportunity~~
 - c. For reasonable funding and a better state funding structure of community colleges, including equalization
 - d. For student access
 - e. Public awareness of the effects of the state funding structure
3. Continue Board commitment to interest-based negotiations. [Goal/Obj. 7 b, c, e]
4. Continue Board study sessions, a board retreat, and review of the Board of Trustees' policies and administrative regulations. [Goal/Obj. 8a and 7c]
5. Continue to support
- f. the goals of the Superintendent-President [Goals 1- 8]
 - g. the feasibility study for a two-college district [Goal/Obj. 7a]
 - h. efforts of college staff and administration to increase the competitiveness of the college by creating a greater flexibility of class scheduling [Goal/Obj. 2c]
 - ~~i. diversity in all areas of college life, including an annual report on Title V.~~
 - d. staff development opportunities through the college's professional development program for faculty, orientation of new faculty and staff development for staff. [Goal/Obj. 6a, b, d]
6. Continue support, communication and alliance with the Long Beach City College Foundation. [Goal/Obj. 5b]
7. Strengthen outreach and communication with the local, state, and national community,
- ~~a. Schedule a board meeting at Avalon.~~
 - ~~b. including recruitment of new students, especially through the college's high school and early outreach programs. [Goal/Obj. 2d]~~
8. Monitor diversity in all areas of college life (i.e. the hiring process of application and selection, application pools, background statistics of applicants, and an annual report on Title V). [Goal/Obj. 6c, 1a-g]

The revised Board goals will be brought back at the August 26, 2003, Board meeting for approval.

Dr. Kehoe noted that she will explore the options of sending the tapes of the Board meetings to Avalon or find out if they have access to cable to see if they could receive the Board meeting on their cable channel.

With reference to item 8, see the request under “New Business” made by Member Uranga for a report on the hiring process of application and selection, application pools, background statistics of applicants, and an annual report on Title V.

Board Self-Evaluation

Dr. Linda Umbdenstock, Facilitator

Dr. Umbdenstock reviewed the results of the Board Self-Evaluation document for the fiscal year 2002-2003.

Dr. Umbdenstock: Two comments on this, and for the sake of the public, there are five items that the Board evaluates themselves on and in all of them there is a higher consensus than ever before and each one is divided into some scaled items and some Board Basics, which are “Yes” or “No” – they do it or they don’t do it. On the Board Basics, there were five consistent votes that “Yes, the Board Basics are covered.” The Board feels comfortable that they are doing their duty in this area.

There are a couple of items that there was not unanimity on and if anybody would like to address them as a potential area for improvement or a comment on interpretation, that would be in order. There’s nothing really glaring or outstanding in terms of differences in these areas.

Member Uranga: On page 2, item b, no. 5. That was one of the items where there was not unanimous agreement and that was “Board members participate actively in community affairs, meetings with legislators, conferences, workshops and study of written materials conducive to professional boardmanship.” I would strongly encourage, and I know these are very difficult times, and I know quite often it’s not the most popular thing to say; however, I think that we should look at continuing our Board participation at, especially those legislative conferences that we are invited to attend in Sacramento and Washington, D.C., because what other way can we most effectively voice our concerns about what’s going on in higher education if we’re not there directly talking to these legislators in Congress and in Sacramento. Quite frankly, we have to have more participation in that and if there are any types of items that we need to look at improving on, and I know these are tight budget constraints, and, again, it’s probably not popular, but I think we should try to keep at least some level of budget set aside for that, because it’s one of the most important things that we as trustees are entrusted to do and that’s to lobby for our college and we can’t do it here at home. We have to go to where they are and where the decisions are being made. I can see why there might be some difference in terms of that item and in terms of not often enough and we need to step up our efforts, especially in these tough budgetary times. We need to get the word out there.

Member Clark: I think overall, as it has been mentioned, there has been a high consensus of approval of ourselves, which may be somewhat self-serving in that when you ask us how we’re doing, that we’re telling you that we’re doing pretty well. But, I think, actually, that the Board works very well together and works

very well with the Superintendent and staff and I think that this is certainly in the best interests of the public to have a Board that is working together, because I think it accomplishes much more than you can if you have a lot of diversity, particularly of a negative nature. So, I think, essentially, it shows that the Board does feel that we're working together and we're open to any comments from the public if they want to raise them and have any ideas, we'll be happy to listen to them, because you have listened to us. You know, we're sitting up here and sometimes you're better judges of what we're doing than we are, so I would certainly, any time, like to have anyone – or anybody in the television audience out there who is now watching us and gets a chance to see the Board meetings to respond. I think, overall, we're doing a pretty good job.

Member Polsky: I would just add that I think the self-evaluation was very honest. I think the Board works together probably better than any other Board in the past has and even in a couple of places where there are differences, they were so slight, it was like, either "almost always" or "often." It isn't like there was a great difference in opinion. So, I think it's a great self-evaluation and speaks well for the Board.

Member Uranga: I just want to mention the fact that these self-evaluations were made independent of each other. We did not call each other about this or ask how we felt about the questions. But, one of the most important things I would like to point out is that, although this overall Board self-evaluation is very positive and there seems to be a general consensus of cooperation and working together and team work, it's not always that way. Some of our executive sessions do get a little contentious. What we come out and reflect out in the open doesn't necessarily reflect what's happening behind closed doors. I just want to make that clear, because there are sometimes opinions out that this is a rubber-stamp Board and it is by no means at all. We do debate, we do converse, we do discuss and we do negotiate items that are important; but we always want to make sure that when we come out of our executive sessions into open session that we are talking together in a cooperative and respectful manner of each other and of our opinions and that decisions that we arrive at have been very carefully thought out and discussed and negotiated and we've had a few of those items this past year. We've had a very contentious year, a very important year, where we've actually had to look at people and reductions and dealing with very difficult budgetary type of decisions and while those decisions are very tough and affect the lives of some of our employees, we don't make those decisions without a lot of deliberation and a lot of discussion and when we come out here and we express what motions we make and whether it's unanimous or not, makes the fact that we have discussed them and we are trying to look at the best interest of the college and I think if there's any statement that we can make about this self-evaluation, it is that I think that this Board that we currently have, has that totally in mind. It's all about our students; it's all about our clients – the people that we serve. We've had a great year in that we've established ourselves as a body that keeps ethics uppermost in its mind. We reworked our Code of Ethics and we endeavor to keep that foremost in our minds when we're making these decisions, that we are not being swayed by individuals or we're not being lobbied by groups. We're

**Minutes, Meeting of the Board of Trustees
July 15, 2003**

looking at the overall responsibility that we have here and that's being a policy-making body working through the Superintendent-President and I think that's one of the most important things that we do as Board members and anybody who joins this body in the future needs to keep that in mind that there is a higher calling to a certain extent of working for the community, working for the students, and that's what we always have to keep in mind.

Vice President Kellogg: I would like to just compliment everyone on this. As Dr. Clark mentioned, I've been here for one year and prior to that I had 12 years on the City Council and Dr. Clark 30 years, and granted, the City does general plans and those are based over a ten-year period, but I'm very impressed by the fact that every year we do have a Study Session and we go over the institutional effectiveness of the college and then we do set goals for the Board and we've done it with a very positive approach, and the self-evaluation I would agree with Dr. Clark, is somewhat awkward because the self-evaluation usually for elected officials is called elections. But, there are some very good recommendations in this document on what we believe could be more effective, how we think that things can move along more efficiently and, so, I'm just very impressed by the fact that we do this on an annual basis, and for me, it's the first time. I was very pleased with the comments and the ideas and the goals that are set.

Member Clark: Jeff, you might mention that we never did this on the City Council.

Vice President Kellogg: I was actually thinking about that. I think we'd still be dealing with the goals and expectations and self-evaluations from 1988 when I was first elected and probably wouldn't have a consensus yet on that item. But it's good that we're doing that and it's very positive, so I'm pleased to see it.

NEW BUSINESS

Vice President Kellogg: I'm going to recognize now Trustee Uranga for a motion.

Trustee Uranga: Going back to our Board goals on the item we discussed earlier about monitoring, I'd like to make a motion for staff to submit a report within the next 90 days regarding the process of hiring, selecting, evaluating both faculty and classified staff.

Trustee Polsky: Second.

Member Clark: You had a date on that.

Trustee Uranga: October 28. I'll give you a little more than 90 days on that. I'll give you a break.

The motion carried, all voting aye.

FUTURE REPORTS

September 9, 2003: Update on Workforce Development Program

**Minutes, Meeting of the Board of Trustees
July 15, 2003**

September 23, 2003: Sister City Opportunities
Expanded Report on Nursing
October 28, 2003: Two-College District Committee Report

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.

Vice President Kellogg: We have Hayley Brandt of the Speech and Debate Team. You were here previously regarding the status of the Debate team probably about one month ago and we dealt with some issues on that.

Hayley Brandt: Yes. First of all, I'd like to say thank you to everybody once again for hearing this issue. Basically, today we're here asking for your continued support because in this coming year we will definitely be needing your help. Two months ago when we brought this before the Board, we explained to you that the team that we had was an award-winning team that we had secured more than \$50,000 in scholarships in the past two years and we've been nationally recognized. In fact, at the National Tournament, we took Number One in Debate and then the team was cut. And what happened at the last meeting, as I watched on television, so thank you whoever broadcasts that, we found that the report that came from the department and, of course, from the dean, was pretty much not satisfactory to what we've been taught and to what we know. Basically at the last meeting they told us that the team could not be saved. Well, they said they had to drop the team in order to secure more classes and to add some more. Well, it was not necessary to drop the team in order to do this, because the team is two one-unit classes. It is not a whole bunch of classes. It is merely two one-unit classes and is not a big burden on the schedule. They've also told you that there are 20 hours of faculty time that is secured for the team by the coach, but this is an inflated number because the coach is only being paid for six hours, not 20, only six. It is entirely possible for us to have the team at the same time. In fact, what they're doing by eliminating the team and bringing on one extra Speech 10 or Speech 20 class, is that they are replacing a unique and high-quality education with just another class you can receive still. What happens when we have a replacement of the uniqueness, we'll see a loss in the team scholarships and the knowledge and the skills that we have been able to acquire. What it comes down to is that the team can be saved, and that's why we're going to continue to issue throughout the next two semesters.

**Minutes, Meeting of the Board of Trustees
July 15, 2003**

Another thing that they told us is that there is going to be a one-year hiatus and then they will bring the team back. Well this is obviously just a smokescreen because what happens in the next year is that the people who are fighting for the team are going to be transferring and so there will no longer be any opposition to the department and they will not have to bring the team back, because there will be no voice wanting it. Also, there was a one-year hiatus brought in the past. This one-year hiatus turned into a ten-year hiatus. It is not going to be just one year. This is why we must continue to fight for it.

Also, they've proven that there is no real intent to bring back the team because they said they're going to bring back the team with LBCC Speaks. Well this is what LBCC Speaks is. It's not really the team. All it is is a group of students who get together without a coach and without any competition and they sit around and they discuss speech and debate, I suppose. It happened in the past and what happened with this is that the team died off immediately. LBCC Speaks was not effective and it wasn't really much of anything. It just lacks the element of competition and it wasn't satisfactory and people left because of it.

Another reason they told us we had to cut the team is because only 10-12 students are allowed to compete at a time because we must send people by airplane and living in hotels while they compete. In the past year we had two hotel tournaments. The rest were local and one where people had to fly by airplane. As a matter of fact they are basically telling us that not all students were able to compete because of this. But every student, all 30 on the roster, at one time or another, was able to compete and because of this they were able to gain skills that they wouldn't have otherwise. In fact, they are now in line for scholarships because of it. Also, they're telling you, basically, because only 10 or 12 students can compete at a time, which is not necessarily the case – every student who wants to compete does get to compete – basically they're telling you that it's bad to exclude. But with their idea they're going to be excluding all students. By excluding, they're going to be driving good students away and they've already begun to do that. Many of the people on the team have walked away. The 11 people from the past three years that have either gotten full rides to their four-year universities, or partial scholarships, this will have ended with them. And with that, I ask you to continue with this and remember the team, because we will not be stopping, we will continue to fight.

Vice President Kellogg: Thank you, Hayley. As long as you have your voice, I'm sure the debate team will be very active.

Member Clark: This young lady certainly shows the program works and I wouldn't want to get into a debate with her. Let me ask, Gary, is this under your jurisdiction? It was indicated to us that you were looking for a faculty member that was going to be willing to work with this and I don't know what the status of that is currently.

Dr. Gary Scott: Part of the issue is an ongoing long-time permanent support position. It needs a permanent faculty person to do this. To support an ongoing

**Minutes, Meeting of the Board of Trustees
July 15, 2003**

forensics team that's successful, really needs full-time support of a full-time faculty. We've done it with hourly faculty in the past. It's brutal and, frankly, for the hours that we're able to support this particular assignment, it's kind of consuming some really good folks who are, out of the best intentions, trying to keep it alive and well. I would concur with your comments that it's a successful program. I mean you could sell snow to an Eskimo and be very successful at it, I'm sure, and that's great. The issue is not do we value the worth or the value of the program, the issue becomes, as we find ourselves in this economic cycle, is this the best and highest use of the resources that we have. The fact of the matter is Speech is the second or third highest wait-list program in our entire school. We have more students waiting for Speech classes, and except for English and ESL, I believe it's the third highest wait list.

Speech faculty have enjoyed a long success and a long tradition of Speech, but what they've come to realize is that to best meet the student needs of the institution, they felt as though it was best to use the resources available to provide instruction for the biggest number of students that we could. It's a wonderful program, but it's a very expensive program to support. For ASB, per person, it's the most expensive program that they have and that is another issue that we need to resolve. There are faculty who have been involved in the Speech program at this college for over 20 years and at the risk of implicating one particular staff member, this is near and dear to his heart and he is actively working to come up with a way to possibly reorganize how the college supports our Speech and Forensics program and to, perhaps, do it in a more efficient way that would allow more students to have active participation in it and allow the college to have it where it's just economically viable for us to continue to support it. There's an active ongoing effort toward that goal right now.

Vice President Kellogg: Would we have any report back on this item at all?

Dr. Gary Scott: It would be inappropriate for me to speak for Dr. Callahan, but I know that it's an ongoing issue with us, with she and I personally, and I suspect that this will be an issue that we should report back on.

Vice President Kellogg: Thank you. I believe the Board would like to see some progress on this because obviously it has been a highly demanding successful program, so those are the ones you want to fight to keep and I'm sure some of the members of the Debate Team are going to make sure of that.

ADJOURNMENT

Vice President Kellogg adjourned the meeting at 6:32 p.m. The next regular meeting of the Board of Trustees will be held on August 26, 2003. 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.

**Minutes, Meeting of the Board of Trustees
July 15, 2003**

Assistant Secretary