

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

**Minutes of Meeting of
November 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 FF, Dyer Assembly Hall, Pacific Coast Campus, Long Beach, on November 9, 2004.

CALL TO ORDER

The meeting was called to order at 4:00 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 Building FF, Dyer Assembly Hall, Pacific Coast Campus. President Kellogg reported that, in closed session, no action was taken.

PLEDGE OF ALLEGIANCE

Trustee Otto led the Pledge of Allegiance.

ROLL CALL

Present: President Kellogg, Vice President Clark, Member McNinch, Member Otto, Member Uranga, Student Trustee Bollinger

WELCOME AND INTRODUCTIONS

President Kellogg welcomed everyone to the meeting.

ORDERING OF THE AGENDA

The report on Title V/HIS Grant was moved to precede item number 8, right after the consent agenda.

REPORT OF BOARD OF TRUSTEES

Resolution Endorsing the Campaign For College Opportunity

It was moved by Member Clark, seconded by Member Uranga, that the Board of Trustees adopt Resolution No. 110904A Endorsing the Campaign For College Opportunity.

The motion carried, all voting aye.

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Proclamation of National American Indian Heritage Month

The Board presented this proclamation to Adrian Novotny, Advisor of the Long Beach Community College Native American Club. This is a proclamation of the Board of Trustees recognizing the National American Indian Heritage Month and was signed by all members to proclaim November 2004 as National American Indian Heritage month and recognize this month by celebrating together and promoting awareness and appreciation for the history and culture of American Indians. Adrian Novotny thanked the Board on behalf of Native Americans and the Native American Student Association.

Approval of 2005 Calendar of Board Meetings

It was moved by Member McNinch, seconded by Member Otto, that the Board of Trustees approve the Calendar of Meetings of the Board of Trustees for 2005, as follows:

CALENDAR OF BOARD MEETINGS – 2005

5:00 P.M. - TUESDAYS

CLOSED SESSION – 4:00 P.M.

<u>Meeting Dates</u>	<u>Location</u>
January 25, 2005	LAC
February 22, 2005	PCC
March 8, 2005	LAC
March 22, 2005	TBA (Study Session)
April 5, 2005	LAC
May 10, 2005	LAC
May 24, 2005	PCC
June 14, 2005	LAC
June 28, 2005	LAC (Budget Workshop)
July 12, 2005	LAC (Study Session)
August 23, 2005	LAC (Budget Workshop and Public Hearing)
September 13, 2005	PCC
September 27, 2005	LAC
October 11, 2005	LAC
October 25, 2005	TBA (Study Session)
November 8, 2005	PCC
December 13, 2005	LAC

**CHECK CURRENT BOARD AGENDA OR "COMMUNICATION LINE"
FOR DATE, TIME, AND LOCATION CHANGES**

The motion carried, all voting aye.

Approval of Board Goals/Self Evaluation

It was moved by Member McNinch, seconded by Member Uranga, that the Board approve the Board Goals for 2004-2005.

The motion carried, all voting aye.

Committee Reports

There were no reports.

STUDENT TRUSTEE

Gina Bollinger reported that the PCC Student Center won the Spirit Award competition for Homecoming Week, hosted by the ASBE. Long Beach City College defeated Palomar, 38-8 at our Homecoming and now the Vikings will play for the American Division title next week. PCC Student Council would like to invite students to discuss any school related concerns with them. Members of the PCC Council can be located at the Student Leadership Office at PCC in the EE Building.

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; the Executive Vice President, Administrative Services; and the Superintendent, that the Board of Trustees approve/ratify the following actions:

Appointments

Hourly Instructors – Fall	3
Hourly Readers - Fall	1
Hourly International Coordinator – Fall	1
Stipends	20

HUMAN RESOURCES (Classified)

It was recommended by the Administrative Dean, Human Resources; the Executive Vice President, Administrative Services; and the Superintendent, that the Board of Trustees approve/ratify the following actions:

APPOINTMENTS

Probationary	1
Temporary	2
Exempt From the Merit System	27

INSERVICE CHANGES

Mileage

2

FINANCE AND PURCHASING

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

FINANCE

Appropriation Transfers

Appropriation Transfers numbers 113037, and 113092 for the Unrestricted General Fund 01, in the amount of \$35,024 as listed.

From: Supplies	\$	18,146	
Services and Operating Expenses		<u>16,878</u>	\$ <u>35,024</u>
To: Classified Salaries	\$	14,814	
Employee Benefits		1,926	
Supplies		14,878	
Services and Operating Expenses		150	
Equipment		<u>3,256</u>	\$ <u>35,024</u>

There are no appropriation transfers greater than \$25,000 for the Unrestricted General Fund.

Appropriation Transfers numbers 113044, and 113094 for the Restricted General Fund 12, in the amount of \$62,668 as listed.

From: Academic Salaries	\$	16,581	
Employee Benefits		2,977	
Supplies		710	
Equipment		37,400	
Reserve & Student Payments		<u>5,000</u>	\$ <u>62,668</u>
To: Academic Salaries	\$	9,826	
Classified Salaries		14,076	
Employee Benefits		4,974	
Supplies		16,882	
Services and Operating Expenses		1,210	
Equipment		<u>15,700</u>	\$ <u>62,668</u>

There are no appropriation transfers greater than \$25,000 for the Restricted General Fund.

Appropriation Transfers number 113052 for the Veteran's Stadium Operations Fund 58, in the amount of \$11,000 as listed.

From: Services and Operating Expenses	\$	<u>11,000</u>	\$ <u>11,000</u>
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To: Supplies \$ 11,000 \$ 11,000

There are no appropriation transfers greater than \$25,000 for the Veteran's Stadium Operations Fund.

Salary Warrants

Ratify issuance of salary warrants listed on Register No. 4218 and Register No. 4219 for the period of October 11, 2004 through October 15, 2004, in the amount of \$321,580.64 as listed.

Register No. 4218 Issue Date 10/15/04	Warrant Nos. 0729724– 0729755	\$ 65,678.64
Register No. 4219 Issue Date 10/15/04	Warrant Nos. 0729756– 0729789	\$255,902.00
	Total Salary Warrants Issued	<u>\$321,580.64</u>

Commercial Warrants

Ratify issuance of commercial warrants for the period of October 11, 2004, through October 15, 2004, in the amount of \$454,642.95 as listed.

Period Ending October 15, 2004		
Unrestricted General Fund	\$	229,892.32
Restricted General Fund		24,956.76
Child Development Fund		53.85
Capital Outlay Projects Fund		137,602.14
Community Service Contract Ed		103.71
Student Financial Aid Fund		8,734.00
Payroll Clearing Fund		45,529.18
Stadium Operations Fund		<u>7,770.99</u>
	Commercial Warrants Total	<u>\$454,642.95</u>

Included in the total expenditure of \$454,642.95 is the following payment greater than \$25,000, excluding employee benefits and utilities:

Capital Outlay Projects Fund 41

- \$134,079 to City National Bank, for Municipal Finance Corporation, for Honeywell Mechanical Retrofit and Energy Management Project.

Budget Increase/(Decrease)

<u>Restricted General Fund 12:</u>	
DPSS Career in Child Care Program	\$ 113,599

PURCHASING

Bond Contract Awards

CN 22007.3 – Authorize the Executive Vice President, Administrative Services to approve the selection of the responsible contractor from the responsive bidders for the Boiler Replacement Building R – Men’s Gymnasium, paid with Measure E Funds.

CN 22007.4 – Authorize the Executive Vice President, Administrative Services to approve the selection of the responsible contractor from the responsive bidders for the Site Lighting Upgrade Project – Construction (MM) and Horticulture (NN) Areas at the Pacific Coast Campus, paid with Measure E Bond funds.

Bond Contract Amendments

CN 22003.3 – With Gonzalez|Goodale Architects, Amendment #4, for design and engineering services for the South Quad Complex at the Liberal Arts Campus, to increase the contract amount by \$24,900 for a total contract amount of \$2,224,045 funded by Measure E Bond funds.

CN 22003.4 - With The Chambers Group, Amendment #3, to provide one (1) Negative Declaration for the Pacific Coast Campus Learning Resource Centers for \$10,000 with an additional \$500 for reimbursable expenses for a total contract amount of \$370,750, funded under Proposition 55 and partially under the Measure E Bond program.

CN 22003.7 - With Hillwig-Goodrow, LLC, Amendment #5, to provide land surveying and ACAD drawing file with additional topographic features for the PCC Restroom and the Learning Resource Center Projects on the Pacific Coast Campus for the amount of \$8,840 for a total contract amount of \$101,550, to be paid with Measure E Bond funds.

CN 22005.1 – With Marlene Imirzian and Associates, Amendment #3, for Master Programming Services for bond projects to increase the contract amount by \$50,000 for a total contract amount not to exceed \$339,000.

Contract Amendment

CN 99611.4 - With Ciber, Inc., Amendment #11, for PeopleSoft software implementation, to increase the contract by \$400,000.

CN 99631.3– With Vantage Technology Consulting Group, Amendment #1, for technology consulting services for the New Technology Phase 1 Project at the Pacific Coast Campus, to extend the termination date from October 31, 2004, to October 31, 2006.

Amendment to Board Action

CN 22008.2 – With MTGL, Inc. for testing and inspection services, to change the contract not to exceed amount from \$100,000 to \$150,000.

Purchase Order Approvals/Ratifications

Authorize the issuance of purchase orders for the period October 4, 2004, through October 15, 2004, in the amount of \$339,334.04 as listed.

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49392	\$ 597.50
49570 – 49637	\$219,526.56
49639 - 49679	<u>\$119,219.56</u>
Total Amount	\$339,344.04

Included in the total amount of purchase orders of \$339,344.04 are the following items greater than \$25,000:

Unrestricted General Fund - Fund 01

PO 49612	Microsoft and SQL CALS software license	
	ACIT	
	Account No. 458000-01-678000-0000	\$53,917.55

General Obligation Bond Fund – Fund 42

PO 49617	Boilers	
	Building R Boilers	
	Account No. 621000-42-710400-5406	\$33,299.19

ACADEMIC AFFAIRS, STUDENT SUPPORT AND ADMINISTRATIVE SERVICES

It was recommended by the Vice President, Academic Affairs; the Executive 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 Executive Vice President, Administrative Services, to enter into and execute the following agreements:

CN 92965.6 – Ratify – Amend – With the U.S. Geological Survey, to use District land for earthquake studies, to extend the termination date from April 14, 2003, to October 1, 2005.

CN 93106.6 – Ratify – Amend – With the Long Beach Unified School District (LBUSD), for Long Beach Community College District to reimburse LBUSD for part of the seamless education coordinator’s salary for the 2004-2005 fiscal year, in the amount of \$10,000.

CN 93109.7 – Ratify – With Keenan & Associates, to authorize the Executive Vice President, Administrative Services, to approve insurance premium proposal payments for Commercial General Liability, Workers’ Compensation, Builder’s Risk and Contractors’ Pollution Liability for all construction projects, effective October 1, 2004, to September 30, 2007.

CN 93117.7 – Ratify – With the U.S. Department of Education, Hispanic-Serving Institutions Program cooperative grant authorized by Title V, entitled: “Strengthening

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Student Success and Transfer Through a Cooperative Partnership,” effective October 1, 2004, through September 30, 2005. Amount of funding is \$668,564.

CN 93117.8 – With Long Beach Spring Medical Group, to provide a clinical practice site for School of Health and Science students, effective March 17, 2005, through March 16, 2007, at no cost to the District.

CN 93117.9 – Ratify – With Promise Hospital of East Los Angeles, L.P., dba: Suburban Medical Center, to provide a clinical practice site for School of Health and Science students, effective November 1, 2004, through October 31, 2006, at no cost to the District.

CN 93118.1 – Ratify – With the Community College Foundation, to provide funding for the Independent Living Program, effective October 1, 2004, through September 30, 2005. Amount of funding is \$21,123.

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>
Vision Marketing	LAC	Used Car Sales	Stadium Lot	9/23-26/04
Polish Tennis Assoc.	LAC	Tennis Tournament	Tennis Courts	10/17,23,24/04
First Class Productions	PCC	Parking	Lot 2	11/4/04

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

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

<u>Organization</u>	<u>Campus</u>	<u>Event</u>	<u>Facilities</u>	<u>Date</u>
LBCC Aquatics	LAC	Community Program	Pool	8/23-11/11/04
LBCC Men’s Basketball	LAC	Fundraiser	Large Gym	Sat. & Sun 9/25-12/19/04
City of Long Beach	PCC	Job Expo	Parking Lot 1	10/2/04
LBCC Social Science Dept.	PCC	Lecture	Dyer Hall	10/3/04
Original Productions	LAC	Vehicle Test	Stadium Lot	10/8/04
LBCC Foundation	LAC	Breakfast	Bldg. J Foyer	10/14/04

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LBCC Resource Center	PCC	Symposium	Student Center, Dyer Hall	10/16/04
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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>
LBCC Music Dept.	LAC	Twirling Championships	Large Gym	3/11,12/05

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 Foundation	LAC	Banquet	Nordic Lounge	2/25/05

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

2004-2005 CCFS-311Q First Quarter Financial Status Report

That the Board of Trustees approve the 2004-2005 CCFS-311Q First Quarterly Financial Status Report of the Long Beach Community College District and authorize transmittal of the report to the Chancellor’s Office, California Community Colleges. This report combines the Unrestricted General Fund and the Restricted General Fund.

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

The motion carried, all voting aye.

STUDENT SUPPORT, PLANNING AND RESEARCH

Title V/HIS Grant

Vice President Art Byrd thanked the faculty and staff who have been able to implement some exciting and successful programs in the area of Student Support. Dr. Byrd introduced Michael Tuitasi, Dean of Counseling and Student Support Services. Mr. Tuitasi thanked President Kellogg and the Board and Dr. Kehoe for giving their team the opportunity to present the Title V program to them. Dr. Byrd introduced the Title V Coordinator, Sofia Beas, Director, Title V/HIS Grant, who gave an overview of the activities. Sofia Beas gave a presentation using PowerPoint and provided the Board Members with a written report on Building Bridges for Student Success – Title V, grants awarded to Hispanic Serving Institutions.

ACADEMIC SENATE (Title 5, Section 53203)

New Course Recommendation

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It was moved by Member Clark, seconded by Member Uranga, that the Board approve one new course for Fall 2005:

SCHOOL OF LEARNING RESOURCES, TEACHING & TECHNOLOGIES
COUNS 800, Employment Skills & Self Concept (1.0)

The motion carried, all voting aye.

Addition to General Education Plans COUNS 2

It was moved by Member Uranga, seconded by Member Clark, that the Board of Trustees approve COUNS 2, Making a Difference with Mentoring, for inclusion on the General Education Plan B in Area E.

The motion carried, all voting aye.

Addition to General Education Plans HLED 5

It was moved by Member Uranga, seconded by Member McNinch, that the Board of Trustees approve HLED 5, Men's Health Issues, for inclusion on the General Education Plan A in the Area of Health Education and Physical Education, and in Plan B in Area E.

The motion carried, all voting aye.

SUPERINTENDENT-PRESIDENT
Academic Calendar – 2005-2006

It was moved by Member McNinch, seconded by Member Clark, that the Board of Trustees approve the 2005-2006 Academic Calendar.

The motion carried, all voting aye.

Academic Calendar: Tentative – 2006-2007 - First Reading

The Board of Trustees received for first reading the tentative 2005-2006 academic calendar and directed the staff to make it available in the Superintendent's Office for review by staff, students and the public.

Superintendent-President's Report

There was no report.

ACADEMIC AFFAIRS

2005 Summer Session Schedule

It was moved by Member McNinch, seconded by Member Clark, that the Board of Trustees approve the Summer Session 2005 dates as follows:

Day and Evening Sessions:

Monday, May 30, 2005 - Friday, July 8, 2005

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Monday, July 11, 2005 - Friday, August 12, 2005
Monday, June 20, 2005 - Friday, July 29, 2005
Monday, May 30, 2005 - Friday, July 29, 2005
Monday, May 30, 2005 - Friday, August 12, 2005

Sabbatical Report

Joyce Black, Interim Vice President of Academic Affairs, introduced Frances Cahill, who presented her sabbatical report from the last academic year. (ESL Department Credit by Exam program. ESL 146, 147)

ADMINISTRATIVE SERVICES

First Quarter Budget Status Report

To keep the Board and the college community informed about the status of the budget. The report covers the Unrestricted General Fund, and the financial activity occurring during the first quarter of the 2004-2005 fiscal year. Eloy Oakley, the Executive Vice President, Administrative Services, presented the report.

It was moved by Member Clark, seconded by Member McNinch, that the Board of Trustees accept the First Quarter Budget Status Report.

The motion carried, all voting aye.

PACIFIC COAST CAMPUS

Pacific Coast Campus Update

Dr. Pauline Merry, Provost, PCC, presented an update on activities of the Pacific Coast Campus.

ECONOMIC AND RESOURCE DEVELOPMENT

No Report

ACADEMIC SENATE

No Report

TRUSTEES COMMUNICATIONS

Member McNinch congratulated whoever in our college placed a half page ad that was in the *Press Telegram* letting students know that financial aid is available all year long. She said it was a very well done ad.

President Kellogg thanked President Kehoe and Mr. Oakley for acting on the discussion at the previous board meeting regarding the Long Beach Polytechnic versus Lakewood football game. There had been an article in the newspaper about it being played at Lakewood High School. It was going to probably be standing room only and Mr. Oakley and President Kehoe made calls to the Long Beach Unified School District and to Lakewood High School expressing that if they were interested we would make every effort for them to use Veterans Stadium so they could play their game. They politely declined and the game was played successfully, depending on which side of the field you're on. President Kellogg again thanked President Kehoe and Mr. Oakley for making those efforts. Essentially LBUSD

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realized that if they wanted to use Veterans Stadium, they could maybe start using the field this week and continue on with the schedule. President Kellogg said the field looks absolutely beautiful, and gave them his many thanks.

NEW BUSINESS

Member Uranga asked if we could agendaize future reports on the co-op of the HSI, at appropriate times during the year, or at least once a year, to receive an update on the progress that the co-op is making. President Kellogg stated that it would be done.

FUTURE REPORTS

Future Reports or Discussion Items Requested by Board Members:

December 14, 2004: Annual Audit Review

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.

Dr. Adrian Novotny, President of CCA, the full-time faculty union at Long Beach City College; Richard Jennings, Professor in the English Department; and Charlotte Joseph, Professor in the History & Political Science Department, addressed the Board concerning the current round of contractual negotiations. Dr. Novotny asked the Board's assistance regarding their requested salary increase. Professor Jennings also said that the faculty would appreciate any kind of help that the Board could give them. Professor Joseph, as the last testimony, requested any assistance from the Board, if at all possible.

President Kellogg reminded the people that there are ongoing labor negotiations between the faculty and the college and that the Board is restricted from responding to these comments because these are closed session items; it would be improper, if not illegal, for the Board to do so at this time. He said he hoped that the negotiations will reach a successful conclusion and something will be brought back to the Board to deliberate.

President Kellogg announced that after this meeting concluded, that we would reconvene for the Annual Meeting of the Long Beach Community College District Financing Corporation.

ADJOURNMENT

President Kellogg adjourned the meeting at 6:25 p.m. The next regular meeting of the Board of Trustees will be held on December 14, 2004. The first order of business will be

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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

(Immediately following the adjournment of the meeting of the Board of Trustees of the Long Beach Community College District, the meeting of the Long Beach Community College District Financing Corporation was convened.)