

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

**Minutes of Meeting of  
February 22, 2005**

The meeting of the Board of Trustees of the Long Beach Community College District, County of Los Angeles, California, was held in Building FF, Dyer Assembly Hall, Pacific Coast Campus, 1305 East Pacific Coast Highway, Long Beach, on February 22, 2005.

**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 5:03 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**

Student Trustee Bollinger 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.

**APPROVAL OF MINUTES**

It was moved by Member Uranga, seconded by Member McNinch, that the minutes of the meeting of January 25, 2005, be approved as distributed. The motion carried, all voting aye.

**ORDERING OF THE AGENDA**

President Kellogg moved item 10.3, 10.4, 9.1, and 12.4 right after the consent calendar.

**REPORT OF BOARD OF TRUSTEES**

**Committee Reports**

There were no reports.

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**Resolution, Women's History Month**

It was moved by Member McNinch, seconded by Member Clark, that the Board adopt Resolution No. 022205B, recognizing the month of March 2005, as Women's History Month.

The motion carried, all voting aye.

**STUDENT TRUSTEE**

Gina Bollinger reported on some events upcoming. The Mini Grand Prix will be held on March 19, at PCC, Spring Sing will be held on March 4, at 6 p.m. at LAC, the Hall of Champions Dinner will be held on March 18, "Open Mic" at PCC on February 25, Charity Bowl on March 23, at LAC. Ms. Bollinger announced that with the new wireless availability, the library will be checking out laptops to students with a current college services card.

**PUBLIC COMMENTS ON AGENDA ITEMS**

Members of the public were given the opportunity to address the Board of Trustees on any item prior to or during the Board's consideration of that item. There were no public comments.

**The following items were part of the Consent Agenda**

**HUMAN RESOURCES (Academic)**

Approve/ratify the following actions:

Appointments

Hourly Instructors – Spring	126
Hourly Counselors – Spring	4
Hourly Coordinators – Spring	3
Hourly Readers – Spring	1
Stipends	2

In-Service Changes

Change of Title	6
Change of Salary - Contract	1

**HUMAN RESOURCES (Classified)**

Approve/ratify the following actions:

APPOINTMENTS

Probationary	7
Working Out of Class	1
Temporary	28
Exempt From the Merit System	215

SUSPENSION

1

SEPARATION FROM THE DISTRICT

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Layoff	1
Medical Separation	1
Retirement	2
Termination	1

**FINANCE AND PURCHASING**

Approve the following actions:

**FINANCE**

**Appropriation Transfers**

(a) Appropriation Transfers numbers 113516, 113596, 113636, 113660, 113680, 113714, 113730, 113746, and 113772 for the Unrestricted General Fund 01, in the amount of \$113,175 as listed.

From: Supplies	\$ 33,415	
Services and Operating Expenses	<u>99,760</u>	\$ <u>133,175</u>
To: Academic Salaries	\$ 14,552	
Classified Salaries	55,172	
Employee Benefits	9,354	
Supplies	18,218	
Services and Operating Expenses	4,248	
Equipment and Building Fixtures	<u>31,631</u>	\$ <u>133,175</u>

Included in the appropriation transfer of \$113,175 for the Unrestricted General Fund are the following transfers greater than \$25,000:

<u>AT</u>	<u>From</u>	<u>Department</u>	<u>Amount</u>
113660	589000-01-660300-9941	Administrative Services	\$ 31,939
	<u>To</u>		
	239000-01-677300-0000	Environmental Safety	\$ 28,265
	395000-01-677300-0000	Environmental Safety	\$ 3,674

From Other Services to Classified Non-Clerical Hourly Salaries and Employee Benefits.

<u>AT</u>	<u>From</u>	<u>Department</u>	<u>Amount</u>
113772	432000-01-095000-0880	Aviation Maintenance	\$ 29,011
	<u>To</u>		
	642000-01-095000-0880	Aviation Maintenance	\$ 29,011

From Instructional Supplies, to Instructional Equipment >\$5,000.

(b) Appropriation Transfers numbers 113567, 113580, 113597, 113602, 113625, 113632, 113661, 113681, 113718, and 113771 for the Restricted General Fund 12, in the amount of \$156,982 as listed.

From: Academic Salaries	\$ 33,215
Classified Salaries	42,212
Employee Benefits	10,470
Supplies	11,150
Services and Operating Expenses	10,137

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	Equipment	26,798	
	Reserve & Student Payments	<u>23,000</u>	<u>\$ 156,982</u>
To:	Academic Salaries	\$ 5,520	
	Classified Salaries	40,080	
	Employee Benefits	8,413	
	Supplies	16,824	
	Services and Operating Expenses	62,784	
	Equipment/Site Improvements/Fixtures	23,338	
	Reserve and Student Payments	<u>23</u>	<u>\$ 156,982</u>

Included in the appropriation transfer of \$156,982 for the Restricted General Fund are the following transfers greater than \$25,000:

<u>AT</u>	<u>From</u>	<u>Department</u>	<u>Amount</u>
113660	233000-12-684000-8355	Economic & Resource Development	\$ 42,212
	395000-12-684000-8355		5,488
	<u>To</u>		
	514000-12-684000-8355	Economic & Resource Development	\$ 47,700

From Classified Non-bargaining Hourly Salary and Employee Benefits to Professional Services.

**Salary Warrants**

Ratify issuance of salary warrants listed on Register No. 4233 through Register No. 4237 for the period of January 3, 2005, through January 28, 2005, in the amount of \$1,601,608.59 as listed.

Register No. 4233 Issue Date 01/10/05	Warrant Nos. 0731831– 0732145	\$ 908,828.29
Register No. 4234 Issue Date 01/10/05	Warrant Nos. 0732146– 0732200	\$ 138,010.96
Register No. 4235 Issue Date 01/10/05	Warrant Nos. 0732201– 0732600	\$ 250,791.79
Register No. 4236 Issue Date 01/14/05	Warrant Nos. 0732601– 0732622	\$ 50,089.55
Register No. 4237 Issue Date 01/14/05	Warrant Nos. 0732623– 0732651	\$ 253,888.00
	Total Salary Warrants Issued	<u>\$ 1,601,608.59</u>

**Commercial Warrants**

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Ratify issuance of commercial warrants for the period of January 3, 2005, through January 28, 2005, in the amount of \$7,648,812.48 as listed.

Period Ending January 7, 2005

Unrestricted General Fund	\$	603,504.82
Restricted General Fund		44,620.64
Student Financial Aid Fund		3,250,777.41
Payroll Clearing Fund		249,397.62
Retiree Benefits Fund		325,208.39
Stadium Operations Fund		<u>1,166.15</u>

Total Period 1 Warrants: \$ 4,474,675.03

Period Ending January 14, 2005

Unrestricted General Fund	\$	345,062.21
Restricted General Fund		58,226.91
Child Development Fund		650.75
Capital Outlay Projects Fund		16,524.00
General Obligation Bond Fund		459,885.50
Community Service Contract Ed		8,349.16
Self Insurance Fund		1,905.33
Payroll Clearing Fund		78,452.32
Stadium Operations Fund		<u>5,758.43</u>

Total Period 2 Warrants: \$ 974,814.61

Period Ending January 21, 2005

Unrestricted General Fund	\$	156,328.59
Restricted General Fund		25,906.67
Child Development Fund		642.74
Capital Outlay Projects Fund		140,919.77
General Obligation Fund		84,175.11
Student Financial Aid Fund		218,183.51
Stadium Operations Fund		<u>2,802.84</u>

Total Period 3 Warrants: \$ 628,959.23

Period Ending January 28, 2005

Unrestricted General Fund	\$	919,988.76
Restricted General Fund		46,158.51
Child Development Fund		710.05
Capital Outlay Projects Fund		6,465.00
General Obligation Fund		326,654.14
Student Financial Aid Fund		235,970.39
Payroll Clearing Fund		16,514.99
Retirees Benefits Fund		1,847.86
Stadium Operations Fund		<u>16,053.91</u>

Total Period 4 Warrants: \$ 1,570,363.61

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Commercial Warrants Total     \$ 7,648,812.48

Included in the warrant total expenditure of \$7,648,812.48 are the following payments greater than \$25,000, excluding employee benefits and utilities:

**Unrestricted General Fund 01**

1. \$393,850     to Associated Student Body Bank, payment for College Service card collections, July 1, 2004, through December 31, 2004.
2.   \$37,500     to Keenan & Associates, final installment for membership in the Protected Insurance Program for Schools for Joint Powers Authority for Workers' Compensation coverage
3.   \$32,791     to Parker & Covert LLP, professional services rendered during November 2004.

**Capital Outlay Projects Fund 41**

1. \$ 131,496     to Rachlin Architects, Inc., architectural services for the Industrial Technology Complex, Phase I, Pacific Coast Campus, for December 2004 .

**General Obligation Bond Fund 42**

1. \$ 450,931     to Gonzalez/Goodale Architects, design and engineering services for the South Quad Complex, Liberal Arts Campus, August 2004, October 2004, November 2004.
2. \$ 291,405     to Bovis Lend Lease, bond and state funded program management services, December 1, 2004, through December 31, 2004.
3. \$ 48,068     to RMA Construction Services Inc., professional services from December 1, 2004, through December 31, 2004, for Bond program technical support.

**Budget Increase/(Decrease)**

Unrestricted General Fund 01:

One-time Utility Rebate from Southern California Edison	\$ 360,000
Department of Veteran's Affairs	\$    3,448

Restricted General Fund 12:

Title V-Activity 1	\$ 255,213
Horticulture PLANTS (Providing Latinos with Agriculture and Nursery Technology Success)	\$ 116,814
Construction Apprentice Program	\$    97,935
Upward Bound	\$    46,297
Disabled Students Programs and Services	\$    41,889
Women in Trade and Technology through Tradeswomen Now and Tomorrow	\$    10,000
Telecommunications and Technology Infrastructure Program	\$      5,267

Contract / Community Education Fund 59:

St. Mary Project	\$      6,048
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**PURCHASING**

**Bond Contract Awards**

**CN 22004.7** - With Rachlin Architects for design of central plant and underground utility infrastructure at the Liberal Arts Campus effective February 23, 2005, to June 30, 2006, for the amount of \$517,500, paid with Measure E Bond Funds.

**CN 22004.8** - With Rachlin Architects for design of central plant and underground utility infrastructure at the Pacific Coast Campus effective February 23, 2005, to June 30, 2006, for the amount of \$444,500, paid with Measure E Bond Funds.

**CN 22008.4** – With Leighton Consulting for Construction Materials Testing services for Bond and Capital Projects, effective March 1, 2005, through June 30, 2007, for an amount not to exceed \$500,000, paid with Measure E Bond Funds.

**CN 22008.5** – With Signet Testing Labs, Inc. for Construction Materials Testing services for Bond and Capital Projects, effective March 1, 2005, through June 30, 2007, for an amount not to exceed \$500,000, paid with Measure E Bond Funds.

**CN 22008.6**– With Twining Laboratories of Southern California, Inc. for Construction Materials Testing services for Bond and Capital Projects, effective March 1, 2005, through June 30, 2007, for an amount not to exceed \$500,000, paid with Measure E Bond Funds.

**CN 22008.7** – With Signet Testing Labs, Inc. for Construction Inspection services for Bond and Capital Projects, effective March 1, 2005, through June 30, 2007, for an amount not to exceed \$500,000, paid with Measure E Bond Funds.

**CN 22008.9** – With TYR, Inc. for Construction Inspection services for Bond and Capital Projects, effective March 1, 2005, through June 30, 2007, for an amount not to exceed \$500,000, paid with Measure E Bond Funds.

**CN 22009.1** – With Sandy Pringle Associates Inspection Consultants for Construction Inspection services for Bond and Capital Projects, effective March 1, 2005, through June 30, 2007, for an amount not to exceed \$500,000, paid with Measure E Bond Funds.

**Contract Awards**

**CN 99607.7** – Authorize the Executive Vice President, Administrative Services, to approve the selection of the responsible contractor from the responsive bidders for the Building P Exterior Improvements at the Liberal Arts Campus, paid with Prop. 47 and Measure E Bond Funds.

**CN 99636.2** - With Hill Partnership, Inc. for preparation of the Final Project Proposal and Building Assessment for the modernization of the Multi-Disciplinary Academics Building at the Pacific Coast Campus, effective February 23, 2005, to May 31, 2005, for the amount of \$158,000, paid with Proposition 55 Funds.

**CN 99636.3** - With Rachlin Architects for preparation of Final Project Proposal and Building Assessment for the modernization of the Child Development Center at the Liberal

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Arts Campus, effective February 23, 2005, to August 31, 2005, for the amount of \$42,300, paid with Proposition 55 Funds.

**Bond Contract Amendments**

**CN 22003.3** – With Gonzalez|Goodale, Amendment #6, for architectural services, to increase the contract amount by \$14,000 for a total contract amount of \$2,274,345, paid with Measure E Bond Funds.

**CN 22005.3** – With KMI Associates Building Industry and Solid Waste Consulting, Inc., Amendment #1, for preparation of master construction specifications related to the District's facilities construction program to extend the contract termination date from January 31, 2005, to February 28, 2005, with no increase in total contract amount.

**CN 22006.3** – With Moss Adams LLP, Amendment #1, for supplemental performance audit services including one interim audit for Measure E Bond Funds for an additional amount not to exceed \$27,500. Total contract amount not to exceed \$88,105 for the Initial Term.

**CN 22010.1** – With Long Beach Water Department (LBWD) for the reclaimed water line relocation at the District Facility & Warehouse Complex project. LBWD shall furnish necessary administrative, engineering and inspection services. Additionally, LBWD shall furnish and install required water meters, meter boxes and other related materials.

**Contract Amendments**

**CN 99625.6** – With Debra Esparza, Amendment #1, to present Business Expansion Certificate Program courses and a one-day workshop, to extend the termination date from December 30, 2004, to June 30, 2005, at no additional cost to the District.

**CN 99630.1** – With Kleinfelder, Inc., Amendment #3, for geotechnical investigation services for the Replacement of Technology Buildings SS and TT (Tech Phase 2), to increase the contract by \$700, for a total contract amount not to exceed \$15,700, paid with Prop. 47 funds.

**Amendment to Board Action**

**CN 99627.7** – With Caldwell Architects, for architectural and engineering services for the Learning Resource Center at Pacific Coast Campus, to change the contract amount from \$314,000 to \$494,498 paid with Prop. 55 funds.

**Disposal of Surplus Property**

Approve the removal a MD-80 fuselage by Mid-City Iron & Metal Corporation who will pay the district for the scrap per Education Code 81450 and 81452. Upon the completion of the project a Certificate of Destruction/Recycling will be issued.

**Purchase Order Approvals/Ratifications**

Authorize the issuance of purchase orders for the period January 3, 2005, through January 28, 2005, in the amount of \$339,724.67 as listed.

50037 - 50185

\$339,724.67



Total Amount \$339,724.67

There are no purchase orders greater than \$25,000 in the total purchase order amount of \$339,724.67.

**ACADEMIC AFFAIRS, STUDENT SUPPORT AND ADMINISTRATIVE SERVICES**

**Materials Fees**

Approve materials fees for the specific courses offered in the following department to cover the cost of materials. The fees will be paid at the time of registration.

**BUSINESS & SOCIAL SCIENCES, SCHOOL OF**

CBIS 216A, Introduction to C# Programming (3.5) \$3.00

CBIS 492, ST Interpretive Programming Languages (2.5) \$3.00

**Agreements**

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

CN 92923.6 – Ratify – Amend – With the Long Beach City College Foundation, for use of District facilities for Foundation activities, to extend the termination date from December 31, 2004, to December 31, 2009, at no cost to the Foundation.

CN 93003.7 – Ratify – Amend – With The Queen Mary, dba: RMS Foundation, Inc., to provide use of facilities for the Culinary Arts students, to extend the termination date from December 31, 2004, to December 31, 2005, at no cost to the District.

Correct the Board Action of August 24, 2004, –With Ace Muffler, to correct the contract number formerly listed from 93026.4 to 92912.7, for use of facilities agreement which terminates as of June 30, 2005.

CN 93083.6 – Ratify – Amend – With Parker & Covert, LLP, attorneys at law, for legal services as needed, to increase the contract amount for the 2004-2005 fiscal year by \$100,000, for a total contract amount of \$340,000.

CN 93116.1 – Ratify – With the County of Los Angeles, Department of Public Social Services, to provide funding for CalWORKs students in the areas of vocational ESL and Culinary Arts, effective July 1, 2004, through June 30, 2005. Amount of funding is \$96,425.

CN 93119.6 – With the Pacific Care Nursing Center, to provide a clinical practice site for the dietetic program students, through School of Creative Arts and Applied Sciences, effective April 1, 2005, through March 31, 2009, at no cost to the District.

CN 93119.7 – With Nextel of California, Inc., to lease space at Veterans Stadium for a cell site transmitter/receiver facility, effective February 23, 2005, through February 22, 2015, for a monthly lease fee of \$1500, with an annual increase each anniversary year of 3% of the previous year's monthly fee.

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CN 93119.8 – Ratify – With Long Beach Unified School District to reimburse Long Beach Community College District for services provided to a child with special needs, effective September 6, 2004, through January 28, 2005. Amount of funding is \$1,026.

**Use of Facilities**

Grant requests 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 (2005)</u>
Brooks College	LAC	Parking	Stadium Lot	1/1 -12/31 M-F
Millikan High School	LAC	Track Meet	Stadium	3/12
Wilson High School	LAC	Track Meet	Stadium	3/19
Champion Youth	LAC	Karate Competition	Large Gym	3/20
Nationwide Sports	LAC	Basketball Game	Large Gym	3/26
L A County Sanitation Dist.	LAC	Waste Roundup	Stadium Lot	4/2
Calif. Quakes Pro Football	LAC	Football Games	Stadium	4/2, 16, 30, 5/14, 6/12
Champion Youth	LAC	Karate Competition	Large Gym	4/3
LBUSD	LAC	Moore League Track Finals	Stadium	5/4, 5/6
National Pro Minor League Football	LAC	Football Games	Stadium	6/5, 7/10, 7/31, 8/7, 8/14

User 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 (2005)</u>
LBCC Nursing Student Assoc.	LAC	Career Faire	Nordic Lounge	2/28
LBCC ASB	LAC	Track Meet	Stadium	3/24

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Andrea's Tours      LAC      Parking      Stadium Lot      11/5

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

**Institutional Memberships**

Include on the list of institutional memberships the following:

Hispanic Association of Long Beach      \$ 100  
(Paid by Economic and Resource Development)

It was moved by Member Clark, seconded by Member Uranga, that the items on the Consent Agenda, with the exception of 12.2, be approved and authorized.

The motion carried, all voting aye.

**12.2**

Trustee Otto stated he needed to abstain from voting on Item 12.2 because of a conflict of interest.

It was moved by Member Clark, seconded by Member McNinch, that Item 12.2 be approved and authorized.

The motion carried, Members Clark, Kellogg, McNinch, and Uranga voting aye; Member Otto abstaining.

President Kellogg stated that Item 10.3, Report on Police Chief for a Day Award, would be presented at this time.

**Report on Police Chief for a Day Award (Informative)**

Dr. Felton Williams introduced Grant Boyer, Department Chair, Public Services instructor. Grant Boyer introduced the recipient of the Police Chief for a Day Award, Lyle Trainer, Administrative of Justice student.

**American Criminal Justice Association – Awards (Informative)**

Joyce Black, Interim Vice President, Academic Affairs, introduced Dr. Felton Williams who then introduced Greg Slaughter, Administrative of Justice instructor, and Long Beach City College's Sigma Pi Chapter who are recipients of the American Criminal Justice Association awards.

**Proclamation of Foundation's 25<sup>th</sup> Anniversary (Informative)**

Superintendent-President Kehoe read the proclamation celebrating the 25<sup>th</sup> anniversary of the Foundation. Dr. Kehoe asked that President Jeff Kellogg present this award and requested that Blanch Brewster Cannady, current president of the foundation board, and Ken Velton who serves on the executive board as the treasurer for the foundation to accept the award and share a few words.

**Mid-Year Budget Status Report (Informative)**

Eloy Oakley, Executive Vice President, Administrative Services, provided a budget update, using power point presentation. President Kellogg clarified that this was an informational item (on agenda as Action item, in error) as a follow-up from a previous Board meeting about the audit committee.

**HUMAN RESOURCES**

**Resolution, Reduction of Classified Service, 2004-2005**

It was moved by Member Clark, seconded by member McNinch, that the Board of Trustees adopt Resolution No. 022205A, Reduction of classified Services, 2004-2005.

The motion carried, all voting aye.

**ACADEMIC SENATE (Title 5, Section 53203)**

No report.

**SUPERINTENDENT-PRESIDENT**

**Superintendent-President's Report**

No report.

**ACADEMIC AFFAIRS**

**Sabbatical Reports (Informative)**

Joyce Black, Interim Vice President of Academic Affairs, introduced Janét Hund and Diana Ogimachi. Janét presented her sabbatical report from the last academic year on Micro-credit Programs in developing countries. Diana presented her sabbatical report on Comparative Study of Transfer Centers.

**STUDENT SUPPORT, PLANNING AND RESEARCH**

No Report.

**ADMINISTRATIVE SERVICES**

**2004-2005 CCFS-311Q Second Quarterly Financial Status Report**

It was moved by Member McNinch, seconded by Member Uranga, that the Board of Trustees approve the 2004-2005 CCFS-311Q Second Quarterly Financial Status Report of the Long Beach Community College District and authorize transmittal of the report to the Chancellor's Office, California Community Colleges.

The motion carried, all voting aye.

**Annual Report on Campus Crime (Informative)**

Mr. Eloy Oakley, Executive Vice President, Administrative Services, introduced Lieutenant Julie Prior of the Long Beach Police Department. In accordance with the Crime Awareness and Campus Security Act of 1990, Lieutenant Prior presented the annual statistical report on crimes occurring on the Long Beach City College campuses.

**PACIFIC COAST CAMPUS**

**Pacific Coast Campus Update (Informative)**

Dr. Pauline Merry, Provost, PCC gave a brief report on the various photography and art shows that are coming up this month and in March.

**ECONOMIC AND RESOURCE DEVELOPMENT**

No Report.

**ACADEMIC SENATE**

No Report

**TRUSTEES COMMUNICATIONS**

Member Otto reported on the trustees' trip to Washington, D.C. to learn about important federal regulations that will affect both of our campuses and to lobby congress members. Dr. Otto thanked Marisa Perez for joining them on this trip, she kept them well guided. Member McNinch reported that First Lady, Laura Bush, and the new Secretary of Education was invited to address the issues that they know are of concern for all of the community colleges. Member Uranga urged the audience to write their congress persons to keep these programs that the federal government has proposed to cut.

**NEW BUSINESS**

There was no new business.

**FUTURE REPORTS**

No future reports.

**PUBLIC COMMENTS (NON-AGENDA ITEMS)**

At their request, members of the public were given the opportunity to address the Board of Trustees on matters of general District business.

The Chair of the Pacific Coast Campus Student Council, Blas Villalobos, requested to address the Board regarding the Leadership Institute, in Washington, D.C. that they plan to attend. Mr. Villalobos stated that this trip is to expand their leadership skills and their goal is to implement these skills in their service to student council.

**ADJOURNMENT**

President Kellogg adjourned the meeting at 7:30 p.m. The next regular meeting of the Board of Trustees will be held on March 8, 2005. 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