

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

**Minutes of Meeting of
March 22, 2005**

The meeting of the Board of Trustees of the Long Beach Community College District, County of Los Angeles, California, was held in Multi-Purpose Room 309, at Cabrillo High School, 2001 Santa Fe Ave., Long Beach, on March 22, 2005.

CALL TO ORDER

The meeting was called to order at 4:35 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 Multi-Purpose Room 309, at Cabrillo High School, 2001 Santa Fe Ave., Long Beach. President Kellogg reported that, in closed session, no action was taken.

PLEDGE OF ALLEGIANCE

Member Uranga led the Pledge of Allegiance.

ROLL CALL

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

Absent: Member Otto

WELCOME AND INTRODUCTIONS

President Kellogg welcomed everyone to the meeting. Member Uranga also welcomed everyone to Cabrillo and shared with the audience that Cabrillo is in his district. Member Uranga expressed that the community college needs to get out more into the community. There was an invitation welcoming us to come to Cabrillo and we accepted. Member Uranga reminded the audience regarding the tragedies around Cabrillo in the last couple of weeks and thought it timely that we come here as a community college, that we hold our meeting here to show our support for the school, and for this community. Member Uranga said he had the privilege of facilitating a community meeting at Cabrillo two weeks ago on a Saturday where the community came together to talk about this community, the West Long Beach area, and what's going on there. Long Beach City College is concerned, just as every

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other entity that affects this area is concerned. Member Uranga said that he is glad that his colleagues also agreed to meet here because it's important that the community see the faces of those individuals that make decisions for this community as well as for the district as a whole. We are partners with our other entities as well as with the City of Long Beach and that seamless project that we have going, as well as with Long Beach State, is very important to us and he hopes that we can encourage our young people to look at community college as a viable alternative to continue their higher education to meet their goals, whether it be in the arts or in the vocational area or in the professional arena and city college is a great place to start and it's a great place to also end and come back and teach with us.

APPROVAL OF MINUTES

It was moved by Member McNinch, seconded by Member Clark, that the minutes of the meeting of March 8, 2005, be approved as distributed. The motion carried, all voting aye.

ORDERING OF THE AGENDA

President Kellogg announced that 10.1 would be moved ahead of 10.2, under the non-consent agenda.

REPORT OF BOARD OF TRUSTEES

CCCT Board of Directors Election - 2005

It was moved by Member Clark, seconded by Member Uranga, that the Board of Trustees submit the following names for CCCT Board of Directors for 2005:

Mary Anne Rooney	Ventura County CCD
*Georgia L. Mercer	Los Angeles CCD
*Donald L. Singer	San Bernardino CCD
Brian Conley	Rancho Santiago CCD
*Charles Hayden, Jr.	Desert CCD
*Walter G. Howald	Coast CCD
*Luis Villegas	Santa Barbara CCD
*Mark Takano	Riverside CCD
Fred Tovar	San Jose-Evergreen CCD
*Tom Clark	LBCC CCD

*Incumbent

The motion carried, all voting aye.

Committee Reports

No Report

STUDENT TRUSTEE

Student Trustee Bollinger announced that the Mini Grand Prix was the past weekend and went very well regardless of the rain. Spring Sing performance is now available on DVD for \$5 by contacting the Student Affairs Office. The ASB Cabinet invites all students with a valid college service card to join the campaign bus for the upcoming ASB elections, in which President and Vice President, Treasurer, Secretary, and Student Trustee for the 2005-2006

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school year will be nominated and elected. Nominee packets are available now upstairs in the E Building for those positions.

PUBLIC COMMENTS ON AGENDA ITEMS

Members of the public were given opportunity to address the Board of Trustees on any item on the agenda. There were no comments.

The following items were part of the Consent Agenda

HUMAN RESOURCES (Academic)

Approve/ratify the following actions:

Appointments

New Contract – Administrator	1
Hourly Instructors – Spring	3
Hourly Readers - Spring	1
Hourly Counselors – Spring	1

In-Service Changes

Change of Title	1
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HUMAN RESOURCES (Classified)

Approve/ratify the following actions:

APPOINTMENTS

Probationary	2
Temporary	7
Exempt From the Merit System	15

INSERVICE CHANGES

Change to Previous Board	1
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SEPARATION FROM THE DISTRICT

Resignation	2
Retirement	1

Resolution, Board Member Absence Compensation

Adopt Resolution No. 032205B, authorizing compensation to Board Member Dianne Theil McNinch for the Board of Trustees' meeting of March 8, 2005, from which she was absent.

FINANCE AND PURCHASING

Approve the following actions:

FINANCE

Appropriation Transfers

(a) Appropriation Transfer numbers 113952, 113892, and 113993, for the Unrestricted General Fund 01, in the amount of \$90,069 as listed.

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From: Classified Salaries	\$	1,327	
Employee Benefits		173	
Supplies		300	
Services and Operating Expenses		<u>88,269</u>	\$ <u>90,069</u>
To: Classified Salaries	\$	74,961	
Employee Benefits		78	
Supplies		13,283	
Services and Operating Expenses		300	
Equipment/Construction/Additions		<u>1,447</u>	\$ <u>90,069</u>

Included in the appropriation transfers of \$90,069 for the Unrestricted General Fund is the following transfer greater than \$25,000:

<u>AT</u>	<u>From</u>	<u>Department</u>	<u>Amount</u>	
113993	589000-01-660600-0000	Student Support Services	\$	71,052
	<u>To</u>			
	239000-01-696000-0000	Athletics	\$	71,052

From Other Services to Classified Non-Clerical Hourly Salaries

(b) Appropriation Transfer numbers 113990, 113963, and 113956, for the Restricted General Fund 12, in the amount of \$108,364 as listed.

From: Academic Salaries	\$	533	
Classified Salaries		949	
Employee Benefits		203	
Supplies		1,070	
Services and Operating Expenses		165	
Equipment		95,244	
Equipment		<u>10,200</u>	\$ <u>108,364</u>
To: Classified Salaries	\$	917	
Employee Benefits		119	
Supplies		35,136	
Services and Operating Expenses		66,992	
Equipment / Site Improvements		<u>5,200</u>	\$ <u>108,364</u>

Included in the appropriation transfers of \$108,364 for the Restricted General Fund is the following transfer greater than \$25,000:

<u>AT</u>	<u>From</u>	<u>Department</u>	<u>Amount</u>
113990	646000-12-612000-0550	Learning Resources	\$ 40,118
	<u>To</u>		
	589500-12-160100-0550	Learning Resources	\$ 40,118

From Non-Instructional Equipment <\$5,000 to Online Server Software Licensing

(c) Appropriation Transfer number 113977 for the General Obligation Bond Fund 42, in the amount of \$10,451,719 as listed.

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From:	Reserve	\$ 10,451,719	\$ 10,451,719
To:	Supplies	\$ 14,188	
	Services and Operating Expenses	3,766,021	
	Site Improvements	<u>6,671,510</u>	<u>\$ 10,451,719</u>

Included in the appropriation transfer of \$10,451,719 for the General Obligation Bond Fund are the following transfers greater than \$25,000:

<u>AT</u>	<u>From</u>	<u>Department</u>	<u>Amount</u>
113977	790100-42-710400-9980	General Obligation Bond	\$ 10,451,719
	<u>To</u>		
	(See the following)	General Obligation Bond	
	Provide funding for the following Bond projects:		
	LAC		
	HVAC, Building M		\$ 8,767
	General Administration		\$ 3,226,425
	South Quad Complex		\$ 649,498
	Building R Broiler		\$ 59,355
	Sidewalk Repairs		\$ 39,590
	Interim Housing		\$ 4,278,391
	Infrastructure-LAC		\$ 367,446
	Building N Upgrades		\$ 10,887
	Los Coyotes Diagonal		\$ 964,548
	ADA Compliance		<u>\$ 8,000</u>
		Total for LAC Projects	\$ 9,612,907
	PCC		
	DD147 Cashier's Office Upgrades		\$ 8,716
	Child Development Center		\$ 408,396
	Tech Phase 2		\$ 66,497
	Learning Resource Center		\$ 69,000
	General Administration		\$ 1,759
	Building AA Upgrades		\$ 17,711
	Building BB Upgrades		\$ 40,092
	Exterior Lighting, Building MM, Building NN		\$ 147,838
	Restrooms		\$ 12,218
	Test Cell Project		\$ 53,225
	Infrastructure		<u>\$ 13,360</u>
		Total for PCC Projects	\$ 838,812
		Grand Total	<u>\$ 10,451,719</u>

(d) Appropriation Transfer number 113928 for the Veteran's Stadium Operations Fund 58, in the amount of \$24,000 as listed.

From:	Services and Operating Expenses	\$ 20,500	
	Building Fixtures	<u>3,500</u>	<u>\$ 24,000</u>

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To: Supplies	\$	17,808	
Services and Operating Expenses		2,192	
Equipment		<u>4,000</u>	\$ <u>24,000</u>

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

Salary Warrants

Ratify issuance of salary warrants listed on Register No. 4242 and Register No. 4243 for the period of February 14, 2005, through February 25, 2005, in the amount of \$310,510.52 as listed.

Register No. 4242 Issue Date 02/16/05	Warrant Nos. 0733489 – 0733530	\$ 58,302.52
Register No. 4243 Issue Date 02/16/05	Warrant Nos. 0733531 – 0733560	\$ 252,208.00
	Total Salary Warrants Issued	<u>\$ 310,510.52</u>

Ratify issuance of commercial warrants for the period of February 14, 2005, through February 25, 2005, in the amount of \$3,405,225.17 as listed.

Period Ending February 18, 2005

Unrestricted General Fund	\$	77,152.14
Restricted General Fund		71,582.26
Child Development Fund		1,678.39
Capital Outlay Projects Fund		135,874.95
General Obligation Bond Fund		845,186.04
Self Insurance Fund		569.97
Student Financial Aid Fund		775,750.81
Payroll Clearing Fund		47,628.02
Stadium Operations Fund		<u>6,592.67</u>

Total Period 1 Warrants: \$ 1,962,015.25

Period Ending February 25, 2005

Unrestricted General Fund	\$	312,256.80
Restricted General Fund		14,000.00
Child Development Fund		1,012.10
Capital Outlay Projects Fund		24,318.00
General Obligation Bond Fund		416,005.60
Community Service Contract Ed		1,200.00
Student Financial Aid Fund		65,429.08
Payroll Clearing Fund		250,877.97
Retiree Benefits Fund		1,764.91
Stadium Operations Fund		<u>356,345.46</u>

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Total Period 2 Warrants: \$ 1,443,209.92

Commercial Warrants Total \$3,405,225.17

Included in the warrant total expenditure of \$3,405,225.17 are the following payments greater than \$25,000, excluding employee benefits and utilities:

Capital Outlay Projects Fund 41

1. \$ 134,079 to City National Bank, third quarter installment to assignee for Municipal Finance Corporation, for Honeywell mechanical retrofit and energy project.

General Obligation Bond Fund 42

1. \$ 401,961 to Pinner Construction Co., Inc., for construction of a new District Facility and Warehouse Complex, Liberal Arts Campus.
2. \$ 361,803 to Bovis Lend Lease, bond and state funded program management services, January 1, 2005 through January 31, 2005.
3. \$ 341,701 to AC Martin Partners, Inc., professional engineering services September 18, 2004 through December 31, 2004.
4. \$ 59,952 to RMA Construction Services, Inc., professional services from January 1, 2005 through January 31, 2005.
5. \$ 33,900 to R. Don Spencer, architectural services for the Language Arts building, for November 2004, December 2004, and January 2005.

Stadium Operations Fund 58

1. \$ 354,990 to PMI Corporation, for the Veteran's Stadium Track and Field project, from October 12, 2004 through December 1, 2005.

Student Financial Aid Fund 74

1. \$ 42,011 to Associated Student Body Bank (ASB), Bookstore reimbursement for Pell advances for January 2005.
2. \$ 38,761 to Associated Student Body Bank (ASB), Bookstore reimbursement for Pell advances for August 2004.

PURCHASING

Bond Contract Awards

CN 22010.2 – With the Long Beach Water Department (LBWD) for the reclaimed water line relocation at the South Quad Complex, effective January 21, 2005, through January 20, 2006. LBWD shall furnish necessary administrative, engineering and inspection services. Additionally LBWD shall furnish and install required water meters, meter boxes and other related materials.

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CN 22010.3 – With the Long Beach Water Department (LBWD) for the potable water line relocation for the Site Preparation – South Quad Complex, effective January 3, 2005, through January 2, 2006. LBWD shall furnish necessary administrative, engineering and inspection services. Additionally LBWD shall furnish and install required water meters, meter boxes and other related materials.

CN 22011.2 – With Hill Partnership, Inc. for preparation of the Final Project Proposal and Building Assessment for the modernization of Building GG at the Pacific Coast Campus, effective March 24, 2005, to June 30, 2005, for the amount of \$36,700, paid with Measure E Bond Funds.

Contract Award

CN 99607.7 – Ratify - With Torres Construction, Inc., for Building P Exterior Improvements at the Liberal Arts Campus in an amount not to exceed \$719,000, paid with Prop 47 and Measure E Bond Funds.

Contract Amendments

CN 99611.4 – With Ciber Inc., Amendment #12, to extend the termination date from December 31, 2004, to December 31, 2005.

CN 99627.9 – With Caldwell Architects, Amendment #1, to increase the contract by \$29,000 inclusive of reimbursable expenses, paid with Scheduled Maintenance Funds, to design a “Site Preparation” package for the Learning Resource Center at the Liberal Arts Campus, for a total contract amount not to exceed \$844,000.

CN 99634.3 – With American Care Givers, Amendment #1, for Elderly Care training program, to increase the contract amount an additional \$12,000 for a total contract amount not to exceed \$59,700.

City of Los Angeles Contract No. 57475 – With Empire Cleaning Supply for a pricing agreement to purchase custodial paper products and supplies to extend the term to July 1, 2004, through June 30, 2005, for an estimated annual expenditure of \$150,000. District has the option to renew for additional one-year periods not to exceed three years. Prices to be in accordance with the contract tabulated pricing.

Amendment to Board Action

CN 22004.9 – 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, to change the contract number from 99636.2 to 22004.9 and the source of funds to Measure E Bond Funds.

CN 22011.1 – With Rachlin Architects for preparation of the Final Project Proposal and Building Assessment for the modernization of the Child Development Center at the Liberal Arts Campus, to change the contract number from 99636.3 to 22011.1 and the source of funds to Measure E Bond Funds.

Purchase Order Approvals/Ratifications

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Authorize the issuance of purchase orders for the period February 14, 2005, through February 25, 2005, in the amount of \$367,207.82 as listed.

50239	\$ 164.54
50286 - 50386	<u>\$367,043.28</u>
Total Amount	\$367,207.82

Included in the total amount of purchase orders of \$367,207.82 are the following items greater than \$25,000:

Restricted General Fund – Fund 12

PO 50324	Apple iMAC computers Art Department Account No. 641000-12-100100-0550	\$35,225.00
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ACADEMIC AFFAIRS, STUDENT SUPPORT AND ADMINISTRATIVE SERVICES

Approve the following actions:

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

Agreements

CN 92605.8 – Ratify – Amend – With Metropolitan State Hospital, to provide a clinical practice site for the School of Creative Arts and Applied Sciences, dietetic students, to extend the termination date from February 2, 2005, to February 2, 2010, at no cost to the District.

CN 92605.9 – Ratify – Amend – With City of Long Beach, for WIC Program , to provide a clinical practice site for the School of Creative Arts and Applied Sciences, dietetic students, to extend the termination date from February 1, 2005, to February 1, 2010, at no cost to the District.

CN 92932.1 – Ratify – With Sodexo U.S.A., for the Rancho Los Amigos Facility, to provide a clinical practice site for the School of Creative Arts and Applied Sciences, dietetic students, to extend the termination date from February 1, 2005, to February 1, 2010, at no cost to the District.

CN 93120.1 – With Long Beach Unified School District, to provide use of facilities for District classes, effective July 1, 2005, through June 30, 2010, for a fee of \$5.00 per classroom hour.

CN 93120.2 – With Belmont Heights United Methodist Church, to provide use of facilities for District classes, effective July 1, 2005, through June 30, 2010, for a fee of \$5.00 per classroom hour.

CN 93120.4 – Ratify – With – CSU Long Beach Foundation, to assist the District with a cooperative agreement under the Title V grant, effective October 1, 2004, through September 30, 2005, for the amount of \$115,414, paid with Title V funds.

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CN 93120.5 – Ratify – With Shoreline Healthcare Center, to provide a clinical practice site for the School of Creative Arts and Applied Sciences for the dietetic students, effective February 1, 2005, to January 31, 2010, at no cost to the District.

CN 93120.6 – With Long Beach Transportation Corporation, to provide a technology training program for the District’s School of Trades and Industrial Technologies, diesel technology students, effective April 1, 2005, through March 31, 2010, at no cost to the District.

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>
Testmasters	LAC	LSAT Preparation	W135	24 classes 4/3-6/2
Calif. Handlers Obedience School	LAC	Dog Obedience Match	North Field, Stadium	6/18

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

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

The motion carried, all voting aye.

ACADEMIC SENATE (Title 5, Section 53203)

No Report

SUPERINTENDENT-PRESIDENT

Superintendent-President’s Report

Superintendent-President Kehoe thanked Cabrillo High School for hosting us and said she was personally very glad to be at Cabrillo. Dr. Kehoe toured the campus a few months ago and said it is a beautiful facility for students and she hopes that the students will consider coming to the our college. Dr. Kehoe thanked Dr. Felton Williams, one of our deans, and a member of the Long Beach Unified School District Board who helped facilitate the meeting, and also Superintendent Chris Steinhauser for his assistance in making it possible for our meeting at Cabrillo High School.

ACADEMIC AFFAIRS

LBCC at Cabrillo High School (Informative)

Joyce Black, Interim Vice President, Academic Affairs, introduced Dr. Felton Williams, Dean School of Business and Social Sciences, who discussed Long Beach City College at Cabrillo High School.

Sabbatical Report (Informative)

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Joyce Black, Interim Vice President of Academic Affairs, introduced Phyllis Arias who presented her sabbatical report from the last academic year.

Summer Courses at the High Schools (Informative)

Joyce Black, Interim Vice President of Academic Affairs, introduced Farley Herzek, Dean of Trades and Industrial Technologies, who discussed summer courses at the high schools.

STUDENT SUPPORT, PLANNING AND RESEARCH

Counseling Outreach and Enrollment Monitoring (Informative)

Dr. Arthur Byrd, Vice President of Student Support, Planning, and Research, introduced Michael Tuitasi, Dean of Counseling and Student Support Services, and Dr. Linda Umbdenstock, Administrative Dean of Planning. Mr. Tuitasi made a presentation addressing Counseling outreach efforts to high schools in our service district. Dr. Umbdenstock presented a report on Long Beach Unified School District students at LBCC.

ADMINISTRATIVE SERVICES

Resolution, Awarding Contract Without Bidding and Advertising

It was moved by Member Clark, seconded by Member Uranga, that the Board of Trustees adopt Resolution No. 032205A, pertaining to the award of a contract without bidding and advertising in an emergency situation for the removal of plaster façade atop the gymnasium at the Liberal Arts Campus which is necessary to avoid danger to life or property and for the continuation of scheduled classes.

The motion carried, all voting aye.

PACIFIC COAST CAMPUS

No Report

ECONOMIC AND RESOURCE DEVELOPMENT

Project Y.E.S. (Informative)

Sheneui Sloan, Director of Economic Development, introduced Darick Simpson, Project Manager, and Lynne Miller, Dean of Business Development, who presented an update to the Board on Project Y.E.S.- Youth Empowerment Strategies.

ACADEMIC SENATE

No Report

TRUSTEES COMMUNICATIONS

None

NEW BUSINESS

None

PUBLIC COMMENTS (NON-AGENDA ITEMS)

Members of the public were given the opportunity to address the Board of Trustees on matters of general District business. There were no comments.

ADJOURNMENT

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President Kellogg adjourned the meeting at 6:42 p.m. The next regular meeting of the Board of Trustees will be held on April 5, 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