

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

**Minutes of Meeting of  
March 8, 2005**

The meeting of the Board of Trustees of the Long Beach Community College District, County of Los Angeles, California, was held in Building I, Liberal Arts Campus, 4901 East Carson Street, Long Beach, on March 8, 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 5:00 p.m., in the Board Room, Building I, Liberal Arts Campus. President Kellogg reported that, in closed session, no action was taken.

**PLEDGE OF ALLEGIANCE**

Member Otto led the Pledge of Allegiance.

**ROLL CALL**

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

**WELCOME AND INTRODUCTIONS**

President Kellogg welcomed everyone to the meeting. Joyce Black, Interim Vice President of Academic Affairs, introduced students in the audience from a news writing class of Pat McKean, observing the meeting as news writers.

**APPROVAL OF MINUTES**

It was moved by Member Clark, seconded by Member Uranga, 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 moved item 6.3 from the consent to non-consent.

**REPORT OF BOARD OF TRUSTEES**

**Committee Reports**

There were no reports.

**STUDENT TRUSTEE**

There was no report.

**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.

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

**HUMAN RESOURCES (Academic)**

Approve/ratify the following actions:

Appointments

Hourly Instructors – Spring 4

In-Service Changes

Department Head Election 1

Change of Title 3

Change of Salary 2

**HUMAN RESOURCES (Classified)**

Approve/ratify the following actions:

APPOINTMENTS

Probationary 10

Provisional Appointment 1

Temporary 10

Exempt From the Merit System 24

INSERVICE CHANGES

Changes and Modifications 1

**FINANCE AND PURCHASING**

Approve the following actions:

**FINANCE**

**Appropriation Transfers**

(a) Appropriation Transfers numbers 113828, 113843, 113857, and 113883, for the Unrestricted General Fund 01, in the amount of \$57,624 as listed.

From: Services and Operating Expenses	\$	57,519	
Equipment		<u>105</u>	\$ <u>57,624</u>

**Minutes, Meeting of the Board of Trustees  
March 8, 2005**

To:	Classified Salaries	\$	29,145	
	Employee Benefits		3,789	
	Supplies		22,000	
	Services and Operating Expenses		105	
	Equipment/Construction/Additions		<u>25,855</u>	\$ <u>57,624</u>

Included in the appropriation transfers of \$57,624 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>
113828	589000-01-660600-0000	Student Support Services	\$ 30,510
	<u>To</u>		
	232000-01-620200-0000	Registration	\$ 27,000
	395000-01-620200-0000	Registration	\$ 3,510

From Other Services to Classified Clerical Hourly Salaries and Employee Benefits

(b) Appropriation Transfers numbers 113827, 113858, and 113880, for the Restricted General Fund 12, in the amount of \$54,935 as listed.

From:	Supplies	\$	220	
	Services and Operating Expenses		970	
	Equipment		<u>53,745</u>	\$ <u>54,935</u>
To:	Supplies	\$	54,715	
	Services and Operating Expenses		<u>220</u>	\$ <u>54,935</u>

Included in the appropriation transfers of \$54,935 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>
113858	641000-12-093200-9810	Electricity	\$ 29,500
	<u>To</u>		
	432000-12-093200-9810	Electricity	\$ 29,500

From Equipment <\$5,000 to Instructional Supplies

**Salary Warrants**

Ratify issuance of salary warrants listed on Register No. 4238 through Register No. 4241 for the period of January 31, 2005 through February 11, 2005, in the amount of \$5,787,198.76 as listed.

Register No. 4238	Warrant Nos. 0732652– 0732760	\$ 4,474,930.94
Issue Date 01/31/05		
Register No. 4239	Warrant Nos. 0732761– 0733063	\$ 849,272.54
Issue Date 02/10/05		

**Minutes, Meeting of the Board of Trustees  
March 8, 2005**

Register No. 4240 Issue Date 02/10/05	Warrant Nos. 0733064– 0733102	\$ 125,019.00
Register No. 4241 Issue Date 02/10/05	Warrant Nos. 0733103– 0733488	\$ 337,976.28
	Total Salary Warrants Issued	<u>\$ 5,787,198.76</u>

**Commercial Warrants**

Ratify issuance of commercial warrants for the period of January 31, 2005, through February 11, 2005, in the amount of \$3,268,856.35 as listed.

Period Ending February 4, 2005

Unrestricted General Fund	\$ 580,598.21
Restricted General Fund	47,313.78
Child Development Fund	363.55
Capital Outlay Projects Fund	52,091.00
General Obligation Bond Fund	86,997.43
Community Service Contract Ed	8,179.82
Self Insurance Fund	1,226.24
Student Financial Aid Fund	770,766.55
Payroll Clearing Fund	236,298.16
Stadium Operations Fund	<u>11,127.14</u>

Total Period 1 Warrants: \$ 1,794,961.88

Period Ending February 11, 2005

Unrestricted General Fund	\$ 583,723.47
Restricted General Fund	21,895.32
Capital Outlay Projects Fund	8,450.86
General Obligation Bond Fund	390,663.25
Community Service Contract Ed	588.00
Self Insurance Fund	69.44
Student Financial Aid Fund	431,189.82
Payroll Clearing Fund	36,413.60
Stadium Operations Fund	<u>900.71</u>

Total Period 2 Warrants: \$ 1,473,894.47

Commercial Warrants Total \$ 3,268,856.35

Included in the warrant total expenditure of \$3,268,856.35 are the following payments greater than \$25,000, excluding employee benefits and utilities:

**Unrestricted General Fund 01**

1. \$ 260,137 to City of Long Beach, for Police and Fire Services training classes, Fall 2004.

**Minutes, Meeting of the Board of Trustees  
March 8, 2005**

2. \$ 230,285 to Associated Student Body Bank, remaining payment for College Service card collections, July 1, 2004 through January 31, 2004.
3. \$ 135,661 to Long Beach Police Department, for security services November 2004 and for overtime salaries during the period of October 30, 2004 through November 24, 2004.

**General Obligation Bond Fund 42**

1. \$ 255,272 to SEWUP JPA, payment of premium for Workers' Compensation and General Liability coverage, for the New Child Development Center (Pacific Coast Center) effective November 13, 2004 through December 16, 2005.
2. \$ 66,497 to Keenan & Associates, premium for Builder's Risk coverage for the Technology Building-Phase II Project.
3. \$ 48,365 to Moss Adams LLP, for professional services through December 2004.
4. \$ 29,833 to SEWUP JPA, payment of premium for Workers' Compensation and General Liability coverage, for the boiler replaced in the Men's Gym (Liberal Arts Campus) effective December 31, 2004 through June 11, 2005.

**PURCHASING**

**Contract Awards**

CN 99634.4 – With American Management Association for use of their name in promotional literature for marketing AMA programs and supplying mailing lists to be used and course material for all faculty teaching AMA Courses, effective March 1, 2005, through March 1, 2007, at no cost to the District.

**Bid Award**

County of Los Angeles Master Agreement No. 41421 – With Office Depot for a pricing agreement for office supplies and equipment, effective March 4, 2005, through March 4, 2006, for an estimated annual expenditure of \$100,000.

**Completion of Contract**

CN 99612.4 – With Pima Corporation, dba Advanced Construction for the Veterans Stadium Track and Field Project for a total fee of \$1,125,288. Project was completed on February 16, 2005.

**Purchase Order Approvals/Ratifications**

Authorize the issuance of purchase orders for the period January 31, 2005, through February 11, 2005, in the amount of \$220,727.96 as listed.

50186 - 50238	\$148,117.49
50240 - 50249	17,971.53
50251 - 50285	<u>54,638.94</u>
Total Amount	\$220,727.96

**Minutes, Meeting of the Board of Trustees  
March 8, 2005**

Included in the total amount of purchase orders of \$220,727.96 are the following items greater than \$25,000:

There are no purchase orders greater than \$25,000 in the total purchase order amount of \$220,727.96.

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

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

**Agreements**

CN 93088.5 – Ratify –Amend – With Belmont Heights United Methodist Church, to provide use of facilities for District classes, to extend the termination date from June 30, 2004, to June 30, 2005, for a fee of \$5 per class/hour for custodial services.

CN 93096.8 – Ratify – Amend – With Adorno, Yoss, Alvarado and Smith, attorneys at law, for legal services as needed, to increase the contract amount for the 2004-2005 fiscal year by \$20,000, for a total contract amount of \$70,000.

CN 93101.2 – Ratify – Amend – With Palmcrest North Convalescent Hospital, to change the facility name to Palmcrest Grand Care Center, effective January 1, 2005, as a clinical practice site for the School of Health and Science students, specifically CNA and Homecare students.

CN 93120.3 – Ratify – With Crofton Manor Inn, to provide a clinical practice site for School of Health and Science students, to include, as an additional site for clinical practice specific to the Certified Nursing Assistant Program, effective March 9, 2005, through March 8, 2007, 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>
Long Beach Tennis Patrons	LAC	Tournament	16 Courts	3/12, 13, 19
ACT Testing	PCC	MCAT Test	BB, DD, EE, FF Bldgs.	4/16
Calif. Trucking Association	LAC	Truck Road-eo	Stadium Lot	5/14
American Cancer Society	LAC	Automobile	Stadium Lot Auction	5/20
Go Beyond The Game	LAC	Athlete Training	Stadium	6/4

**Minutes, Meeting of the Board of Trustees  
March 8, 2005**

Champion Youth	LAC	Karate Competition	Large Gym	6/5
Nationwide Sports	LAC	High School Football All Star Game	Stadium	6/11
Champion Youth	LAC	Pom & Cheer Competition	Large Gym	6/12
Renaissance for The Arts	LAC	Graduation	Auditorium	6/16
ACT Testing	PCC	MCAT Test	BB, DD, EE, FF Bldgs.	8/20

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/LBUSD	PCC	College Caminata	Student Center	3/9
LBCC ASB	LAC	Track Meet	Stadium	3/17
Andrea's Tours	LAC	Parking	Stadium Lot	3/16, 4/27, 6/20
LBCC ASB	LAC	Track Meet	Stadium	3/26
Andrea's Tours	LAC	Parking	Stadium Lot	4/5, 6, 7, 5/18, 19, 20
LBCC CC Association	PCC	Instructors Meeting	FF101	4/14
LBCC Orientation Matriculation	PCC	High School Orientation	FF Bldg.	4/30
LBCC Women's Basketball	LAC	Fundraiser	Large Gym	5/7, 8, 14
LBCC Men's Basketball	LAC	Summer League	Large Gym	Tu, Th, Fri 5/31-7/29
LBCC Upward	PCC	Luncheon	Student Center	6/4

**Minutes, Meeting of the Board of Trustees  
March 8, 2005**

Bound

LBCC Women's Basketball	LAC	Fundraiser	Large Gym	M & Wed 6/6-7/13
LBCC Women's Basketball	LAC	Fundraiser	Large Gym	6/24

Use of facility fees waived. Custodial services may be charged if required.

It was moved by Member Uranga, seconded by Member Clark, that the items on the Consent Agenda, with the exception of 6.3, be approved and authorized.

The motion carried, all voting aye.

**6.3**

Member Uranga stated he needed to abstain from voting on Item 6.3 because of a conflict of interest.

It was moved by Member Clark, seconded by Member Otto, that item 6.3 be approved and authorized.

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

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

There was no report.

**SUPERINTENDENT-PRESIDENT**

**Superintendent-President's Report**

There was no report.

**ACADEMIC AFFAIRS**

**Sabbatical Report (Informative)**

Joyce Black, Interim Vice President of Academic Affairs, introduced Colin Ikei who presented his sabbatical report on Networking.

**STUDENT SUPPORT, PLANNING AND RESEARCH**

There was no report.

**ADMINISTRATIVE SERVICES**

**Resolution, Adopting a 403(b) Tax Sheltered Annuity Plan and Governmental 457(b) Deferred Compensation Plan**

It was moved by Member Uranga, seconded by Member Otto, that the Board of Trustees approve the adoption of resolution 030805A regarding a 403(b) Tax Sheltered Annuity Plan and Governmental 457(b) Deferred Compensation Plan.

The motion carried, all voting aye.



**Resolution, Labor Compliance Program**

It was moved by Member Uranga, seconded by Member Clark, that the Board approve Resolution No. 030805B authorizing the Executive Vice President, Administrative Services, to enter into and adopt a Labor Compliance Program.

The motion carried, all voting aye.

**Construction Proposal for the Culinary Arts-Economic Development Project (Informative)**

Marlene Imirzian of Marlene Imirzian & Associates, Architects presented two design construction proposals of the Culinary Arts-Economic Development Project. One design for renovation and addition, the second one for demolition and all new construction, and both designs included a budget summary for each design.

**Quarterly Bond Update (Informative)**

Eloy Oakley, Executive Vice President, Administrative Services, introduced the Bond Management Team Leader, Mr. Bill Adams, who gave a brief quarterly update on bond construction.

**PACIFIC COAST CAMPUS**

There was no report.

**ECONOMIC AND RESOURCE DEVELOPMENT**

There was no report.

**ACADEMIC SENATE**

There was no report.

**TRUSTEES COMMUNICATIONS**

There was no report.

**NEW BUSINESS**

There was no new business.

**FUTURE REPORTS**

Future Reports or Discussion Items Requested by Board Members:

March 22, 2005: Board Study Session:

Summer Courses

Enrollment Monitoring

LBCC at Cabrillo High School

Counseling Outreach

**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.

President Kellogg announced that Jan Wallech, Professor of Life Science at LBCC, requested to address the Board on non-agenda items. Ms. Wallech shared with the Board

**Minutes, Meeting of the Board of Trustees  
March 8, 2005**

how the Life Science department is meeting the challenges of the upcoming changes in science requirements for admission to the LBCC Registered Nursing program.

**ADJOURNMENT**

President Kellogg adjourned the meeting at 6:35 p.m. The next regular meeting of the Board of Trustees will be held on March 22, 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. at Cabrillo High School, Room 309, 2001 Santa Fe Avenue, Long Beach.

Assistant Secretary