

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

**Minutes of Meeting of
June 28, 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 June 28, 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 5:07 p.m., in the Board Room, Building I, Liberal Arts Campus. President Clark reported that, in closed session, the Board of Trustees conducted Dr. Kehoe's annual evaluation and the Board determined that Dr. Kehoe had successfully completed her annual goals and objectives. Based on this determination, the Board took action to extend Dr. Kehoe's employment for one additional year, until June 30, 2009, and the vote was unanimous.

PLEDGE OF ALLEGIANCE

Member Uranga led the Pledge of Allegiance.

ROLL CALL

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

WELCOME AND INTRODUCTIONS

President Clark welcomed everyone to the meeting.

APPROVAL OF MINUTES

It was moved by Member McNinch, seconded by Member Kellogg, that the minutes of the meeting of June 14, 2005, be approved as distributed. The motion carried, all voting aye.

ORDERING OF THE AGENDA

There were no changes in the order of the agenda.

REPORT OF BOARD OF TRUSTEES

Committee Reports

President Clark reported on the meeting of the state board of trustees that he attended several weeks ago. There were two items that he reported on in particular. The community college system is doing a strategic plan and they have been meeting throughout the state, getting input. President Clark said he had a copy of the input that they've received and that it is available if anyone would like to take a look at it and see what our district might like to do to participate in giving them additional comments; this is very significant for the colleges and an opportunity that we have to participate with our input. President Clark asked Superintendent-President Kehoe if we have had anybody attend the regional meetings. Dr. Kehoe confirmed that Dr. Fred Trapp and Dr. Duane Lowe attended. President Clark acknowledged and then announced the second item is the initiative that will be on the ballot called "live within our means." President Clark expressed that the concern that we have is that this does have some serious impacts as far as the community colleges. The faculty association has taken a position, and that is very supportive. As it affects Proposition 98, it is going to affect the community colleges as well as the K-12. The fact that there are going to simply be decreases, cuts across the board, is really a rather brutal way of doing any type of adjusting to the budget. In consideration of that, the state Community College League Board of Trustees is in opposition to that and it's the same as the CEO position. This is their position and this gives us some information as to why that position was taken.

Board Goals Process

The Board discussed the Board Goals Process for fiscal year 2005-2006. The discussion was led by Trustee Doug Otto and Trustee Roberto Uranga. Trustee Uranga suggested that the board take time for another retreat to share ideas and participate in coming up with a slate of goals. Trustee Otto said it was a great idea and suggested the retreat be held between now and the next board meeting of Aug 23.

STUDENT TRUSTEE

Student Trustee Tanskul updated the board on the new positions of ASB Cabinet for the fall 2005 semester.

PUBLIC COMMENTS ON AGENDA ITEMS

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

The following items were part of the Consent Agenda

HUMAN RESOURCES (Academic)

Approve/ratify the following actions:

Appointments

Hourly Instructors – Summer	13
Hourly Counselor – Summer	6
Hourly Readers – Summer	9
Stipends	12

In-Service Changes

Change of Assignment-Reduced Workload (change to previous Board Action)	1
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HUMAN RESOURCES (Classified)

Approve/ratify the following actions:

APPOINTMENTS

Probationary	2
Working Out of Class	1
Administrative Transfer	2
Temporary	25
Exempt From the Merit System	94

INSERVICE CHANGES

Mileage	1
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SEPARATION FROM THE DISTRICT

Retirement	1
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FINANCE AND PURCHASING

Approve the following actions:

FINANCE

Appropriation Transfers

(a) Appropriation Transfer numbers 114866 and 114882 for the Unrestricted General Fund 01, in the amount of \$5,457 as listed:

From:	Supplies	\$	1,142	
	Services and Operating Expenses		3,665	
	Equipment		<u>650</u>	\$ <u>5,457</u>
To:	Classified Salaries	\$	700	
	Employee Benefits		91	
	Supplies		4,315	
	Services and Operating Expenses		91	
	Equipment		<u>260</u>	\$ <u>5,457</u>

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

(b) Appropriation Transfer numbers 114797 and 114865 for the Restricted General Fund 12, in the amount of \$16,535 as listed:

From:	Academic Salaries	\$	2,161	
	Employee Benefits		652	
	Supplies		11,539	
	Services and Operating Expenses		971	
	Equipment		<u>1,212</u>	\$ <u>16,535</u>
To:	Classified Salaries	\$	2,250	
	Employee Benefits		293	
	Supplies		1,482	

**Minutes, Meeting of the Board of Trustees
June 28, 2005**

Services and Operating Expenses	39	
Equipment	2,471	
Student Payments	<u>10,000</u>	\$ <u>16,535</u>

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

(c) Appropriation Transfer number 114845 for the Veterans Stadium Fund 58, in the amount of \$5,000 as listed:

From: Equipment	\$ <u>5,000</u>	\$ <u>5,000</u>
To: Supplies	\$ <u>5,000</u>	\$ <u>5,000</u>

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

Salary Warrants

Ratify issuance of salary warrants listed on Register No. 4262 through Register No. 4265 for the period of May 23, 2005, through June 10, 2005, in the amount of \$5,919,543.04 as listed:

Register No. 4262 Issue Date 05/31/05	Warrant Nos. 0736394– 0736501	\$ 4,514,192.28
Register No. 4263 Issue Date 06/10/05	Warrant Nos. 0736502– 0736805	\$ 884,244.31
Register No. 4264 Issue Date 06/10/05	Warrant Nos. 0736806– 0736891	\$ 183,117.78
Register No. 4265 Issue Date 06/10/05	Warrant Nos. 0736892– 0737313	\$ <u>337,988.67</u>
Total Salary Warrants Issued:		\$ <u>5,919,543.04</u>

Commercial Warrants

Ratify issuance of commercial warrants for the period of May 23, 2005, through June 10, 2005, in the amount of \$4,703,874.19 as listed:

Period Ending May 27, 2005	
Unrestricted General Fund	\$ 146,330.65
Restricted General Fund	76,275.55
Child Development Fund	1,305.15
Capital Outlay Projects Fund	76,715.41
General Obligation Bond Fund	120,086.97
Student Financial Aid Fund	580,969.89
Stadium Operations Fund	<u>4,221.03</u>
Total Period 1 Warrants:	
	\$ <u>1,005,904.65</u>

**Minutes, Meeting of the Board of Trustees
June 28, 2005**

Period Ending June 3, 2005		
Unrestricted General Fund	\$	728,909.68
Restricted General Fund		124,658.88
Child Development Fund		1,414.04
General Obligation Bond Fund		41,365.24
Community Service Contract Ed		739.80
Self Insurance Fund		5,493.53
Student Financial Aid Fund		265,010.00
Payroll Clearing Fund		260,135.14
Retiree Benefits Fund		1,754.28
Stadium Operations Fund		<u>9,068.11</u>
Total Period 2 Warrants:		<u>\$ 1,438,548.70</u>

Period Ending June 10, 2005		
Unrestricted General Fund	\$	802,125.58
Restricted General Fund		119,584.66
Child Development Fund		631.74
Capital Outlay Projects Fund		585,161.72
General Obligation Bond Fund		460,721.97
Community Service Contract Ed		22,314.76
Student Financial Aid Fund		221,972.35
Payroll Clearing Fund		38,267.29
Stadium Operations Fund		<u>8,640.77</u>
Total Period 3 Warrants:		<u>\$ 2,259,420.84</u>
Commercial Warrants Total:		<u>\$ 4,703,874.19</u>

Included in the warrant total expenditure of \$4,703,874.19 are the following payments greater than \$25,000, excluding employee benefits and utilities:

Unrestricted General Fund 01

1. \$ 300,000 to Keenan & Associates, for Workers' Compensation tail claims.
2. \$ 124,763 to Long Beach Police Dept, for April 2005 security services and overtime.
3. \$ 120,363 to City of Long Beach, for Police and Fire classes, Spring 2005.
4. \$ 50,000 to USPS (United States Postal Service), for postage.
5. \$ 42,762 to Parker & Covert LLP, professional services rendered during April 2005.
6. \$ 27,955 to Community College League, renewal of subscription for online databases for the Library, from January 1, 2006 through December 31, 2006.

Restricted General Fund 12

1. \$ 34,332 to Community College League, for electronic information resource cooperative databases for the library, from July 2005, through June 2006.

Capital Outlay Projects Fund 41

1. \$ 293,837 to Robert Clapper Construction, for state funded construction of a new Child Development Center, Pacific Coast Campus.
2. \$ 67,479 to Caldwell Architects Inc., for construction and design services for the Library/Learning Resource Center, Pacific Coast Campus.
3. \$ 69,863 to Pinner Construction Co., Inc., for replacement of Tech Buildings SS and TT, Pacific Coast Campus New Tech Phase 2 project.
4. \$ 113,000 to Wolff, Lang, Christopher Architects, professional services for the new Child Development project, March 1, 2005, through March 31, 2005.
5. \$ 32,649 to PFF Bank, for state funded escrow charges for construction of a new Child Development Center, Pacific Coast Campus.

General Obligation Bond Fund 42

1. \$ 239,908 to Robert Clapper Construction, for bond funded construction of a new Child Development Center, Pacific Coast Campus.
2. \$ 80,983 to Chambers Group, Inc., for CEQA (California Environmental Quality Act) services.
3. \$ 24,630 to PFF Bank, for state bond escrow charges for construction of a new Child Development Center, Pacific Coast Campus.
4. \$ 41,814 to Gonzalez/Goodale Architects, for design and engineering services for the South Quad Liberal Arts Campus, from April 1, 2005, through April 30, 2005.
5. \$ 35,565 to Honeywell, Inc., for engineer and install cogeneration plan changes to supply hot water to Building R at the Liberal Arts Campus, final payment.
6. \$ 28,495 to Caldwell Architects Inc., for bond funded construction of the Library/Learning Resource Center, Pacific Coast Campus.
7. \$ 62,531 to RMA Construction Services, Inc., professional services for bond program technical support, May 2005.

Budget Increase/ (Decrease)

Unrestricted General Fund 01:

Profit Distribution from Economic and Resource Development \$ 23,792

PURCHASING

Bond Contract Awards

CN 22013.1 – With Psomas & Associates for survey and subsurface investigation of the Los Coyotes Building Project, effective July 1, 2005, through June 30, 2006, for an amount not to exceed \$32,500, paid with Measure E Bond Funds.

Bid No. 2003-1 – (La Habra Unified School District) with Mobile Modular for a twenty-four (24) month lease of modular buildings for the LBCC Bond Management Program Offices, effective from July 1, 2005, to June 30, 2007, at a monthly rate of \$1,539.32 and a one time charge of \$25,000. Total cost for the term of the lease not to exceed \$61,943.68. One time charge includes delivery, set-up tie down, skirting, dismantle and return.

Bond Contract Amendments

CN 22003.4 – With Chambers Group, Inc., Amendment #4, to change the termination date from June 30, 2005, to June 30, 2006, and to increase the contract amount an additional \$2,500 to provide an EIR Addendum, for a total contract amount not to exceed \$373,250, paid with Measure E Funds.

Contract Amendments

CN 99603.5 – With ABTECH Support, Inc., Amendment #3, for remedial and hardware maintenance support services for the HP3000 to change the termination date from June 30, 2005, to June 30, 2006, for the amount of \$13,332 and not-to-exceed \$5,000 for services not covered under the standard maintenance agreement.

CN 99630.2 – With Kleinfelder, Inc., Amendment #6, for geotechnical investigation services for the Child Development Center at the Pacific Coast Campus, to increase the contract amount an additional \$2,016 for soil testing/geotechnical services during construction, for a total contract amount not to exceed \$64,824.

CN 99631.2 – With Vantage Technology Consulting Group, Amendment #2, for AV systems design work for the Child Development Center at the Pacific Coast Campus, to increase the contract amount an additional \$14,600 for a total contract amount not to exceed \$37,300.

Approve the Selection of Consultants

Authorize the Executive Vice President, Administrative Services to approve the selection of the responsible consultants from the responsive bidders for moving and storage services required for the Bond Construction Program, paid with Measure E Bond Funds.

Authorize the Executive Vice President, Administrative Services to approve the selection of the responsible consultants from the responsive bidders for hazardous materials consulting services required for the Bond Construction Program, paid with Measure E Bond Funds.

Amendment to Board Action

CN 99616.7 – With WLC Architects for architectural services for the replacement of the Technology Buildings SS and TT at the Pacific Coast Campus – Tech Phase 2, to change amendment #4 to amendment #5 under Item 6.7 of the June 14th Board meeting.

CN 22004.7 – With Rachlin Architects, Inc. for architectural services for the design of central plant and underground utility infrastructure at the Liberal Arts Campus to change the

not to exceed amount from \$616,032 to \$517,500 under item 6.10 and from \$616,032 to \$596,032 for Amendment #1 under item 6.6 on the June 14th Board meeting.

Purchase Order Ratifications

Authorize the issuance of purchase orders for the period May 23, 2005, through June 3, 2005, in the amount of \$113,424.09 as listed.

51104	\$ 1,085.00
51179 - 51237	\$ <u>112,339.09</u>
Total Amount	\$ 113,424.09

Included in the total amount of purchase orders of \$113,424.09 are the following items greater than \$25,000:

There are no purchase orders greater than \$25,000.

ACADEMIC AFFAIRS, STUDENT SUPPORT AND ADMINISTRATIVE SERVICES

Approve the following actions:

Agreements

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

CN 92918.6 – Amend – With the Association of Retarded Citizens (ARC), to provide the District with use of facilities for extended instruction, to extend the termination date from June 30, 2005, to June 30, 2010, at no cost to the District.

CN 93057.1 – Amend – With Grant Uba, M.D., to provide services as the authorizing physician for the Student Wellness Program, to extend the termination date from June 30, 2005, to June 30, 2006, for the amount of \$4,400.

CN 93057.2 – Amend – With Grant Uba, M.D., to provide services as authorizing physician for District athletes, to extend the termination date from June 30, 2005, to June 30, 2006, for the amount of \$7,500.

CN 93057.3 – Amend – With the Family Services of Long Beach, to provide psychological counseling for the District student population up to fifteen hours per week, to extend the termination date from June 30, 2005, to June 30, 2006, for the amount of \$32,250.

CN 93058.7 – Amend – With John Douglas French For Alzheimer’s Disease, Inc., to provide use of facilities for School of Health and Science students, to specifically include Certified Nursing Assistant (CNA) students effective July 6, 2005, and extend the termination date from August 13, 2005, to August 13, 2007, at no cost to the District.

CN 93081.6 – Amend – With Public Agency Law Group, to provide legal services on an as-needed basis, to extend the termination date from June 30, 2005, to June 30, 2006, for the amount of \$20,000.

**Minutes, Meeting of the Board of Trustees
June 28, 2005**

CN 93096.8 – Amend – With Adorno, Yoss, Alvarado and Smith, attorneys at law, to provide legal services on an as-needed basis, to extend the termination date from June 30, 2005, to June 30, 2006, for the amount of \$40,000.

CN 93108.7 – Amend – With the City of Long Beach for use of the radio transmitter facility, Signal Hill, to extend the termination date from June 30, 2005, to June 30, 2006, for a monthly fee of \$386.25.

CN 93115.6 – Amend – With Greenburg Traurig, to provide legal services, as needed, for environmental matters, to extend the termination date from June 30, 2005, to June 30, 2006, for the amount of \$15,000.

CN 93121.6 – With Long Beach Memorial Medical Center, to provide a clinical practice site for the dietetic student program, effective August 1, 2005, through July 31, 2010, at no cost to the District.

CN 93122.6 – Ratify – With Pediatric Medical Group, to provide a clinical practice site for School of Health and Science students, effective June 13, 2005, through June 12, 2007, at no cost to the District.

CN 93122.7 – With the U. S. Department of Education, to provide funding for the TRIO Student Support Services for Disabled Students, effective September 1, 2005, through August 31, 2006. Amount of funding is \$220,000.

CN 93122.8 – With the Arts and Services for the Disabled, Inc., to provide use of facilities for District classes, including restroom facilities, effective July 1, 2005, through June 30, 2010, at no cost to the District.

CN 95007.3 – With Keenan & Associates, to provide administration of run-off claims for the District’s Workers’ Compensation Self-Insurance Program, effective July 1, 2005, through June 30, 2006, for the amount of \$52,500.

CN 95011.1 – Amend – With Student Insurance, to provide accident insurance coverage for students for the 2005-06 academic year, to extend the termination date from August 31, 2005, to August 31, 2006, for the amount of \$66,610, paid with student health fees.

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 (2005)</u>
Orange County Chevy Club	LAC	Classic Auto Show	Stadium Lot	8/12 & 8/13
Western Band Assoc.	LAC	Band Competition	Stadium	11/19

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

**Minutes, Meeting of the Board of Trustees
June 28, 2005**

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 (2005)</u>
LBCC Women's Basketball	LAC	Fundraiser	Large Gym	Tu., Th., Fr. 8/2-11/3
Andrea's Tours	LAC	Parking	Stadium Lot	7/7, 9/7, 9/11-26, 10/11-13, 12/5-7

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

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

The motion carried, all voting aye.

ACADEMIC SENATE (Title 5, Section 53203)

There was no report.

SUPERINTENDENT-PRESIDENT

Superintendent-President's Report

Superintendent-President Kehoe reported on attending her first retreat meeting of the CCLC CEO Board, having been re-elected to the CEO Board. Dr. Kehoe told our board that the CEO Board of CCLC is dealing with the same issues that Dr. Clark spoke about earlier and that they took the same actions as the trustees did at the state level. In addition, Dr. Kehoe sat on the selection committee to select the new Executive Director of the Commission on Athletics at the state level. Background checks are being done at this point and she hopes for an announcement by our next board meeting so we will know who our statewide executive director will be. Superintendent-President Kehoe thanked the board for her successful evaluation and said she looks forward to working with them.

ACADEMIC AFFAIRS

There was no report.

STUDENT SUPPORT, PLANNING AND RESEARCH

There was no report.

ADMINISTRATIVE SERVICES

There was no report.

PACIFIC COAST CAMPUS

There was no report.

ECONOMIC AND RESOURCE DEVELOPMENT

There was no report.

ACADEMIC SENATE

There was no report.

TRUSTEES COMMUNICATIONS

Vice President Dianne McNinch congratulated and thanked Lou Anne Bynum on a fine job that she has done taking our college into the forefront of the business community, and developing community business partnerships that not only benefited Project YES, which really hit students that are so on the edge or are already at risk, but benefit so many of our programs and departments. President Clark said Mrs. Bynum had a very exciting year and looked much more relaxed than she has this past year.

NEW BUSINESS

There was no new business.

FUTURE REPORTS

President Clark reported we have several future reports, i.e., the bookstore and the Long Beach Outreach and Marketing coming up.

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

President Clark adjourned the meeting at 5:25 p.m. The next regular meeting of the Board of Trustees will be held on July 12, 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