

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

**Minutes of Meeting of
October 11, 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 October 11, 2005.

CALL TO ORDER

The meeting was called to order at 4:10 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 Clark reported that, in closed session, no action was taken.

PLEDGE OF ALLEGIANCE

Helene Ansel 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. He introduced Pat McKean, Viking Advisor, who had brought a group of beginning news writing students from his Journalism 20 class and explained he was teaching them how to cover a government meeting.

APPROVAL OF MINUTES

It was moved by Member McNinch, seconded by Member Uranga, that the minutes of the meeting of September 27, 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

Approval of 2006 Calendar of Board Meetings

President Clark noted that there was one deletion, October 10, 2006, because of meetings that conflict. It was moved by Member McNinch, seconded by Member Kellogg, that the Board of Trustees approve the amended Calendar of Meetings of the Board of Trustees for 2006.

The motion carried, all voting aye.

Committee Reports

There were no reports.

STUDENT TRUSTEE

Trustee Tanskul reported on Homecoming events, then did a presentation on the Music Department, including a message from Department Chair, Priscilla Remeta, and a complimentary letter from a previous LBCC student. She expressed regret over the passing of David Herman and asked that the Board adjourn today's meeting in honor of him.

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

New Contract Faculty	1
Hourly Instructor – Fall	204
Hourly Counselor – Fall	2
Hourly Librarian – Fall	1
Hourly Substitute – Fall	1

In-Service Changes

Change of Salary – Contract	3
Changes of Title – Contract	1
Department Head Elections	2

HUMAN RESOURCES (Classified)

Approve/ratify the following actions:

APPOINTMENTS

Probationary	12
Working Out of Class	4
Temporary	5
Exempt From the Merit System	44

INSERVICE CHANGES

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SEPARATION FROM THE DISTRICT

Layoff Due to Lack of Work/Lack of Funds 3
Resignation 2

FINANCE AND PURCHASING

Approve the following actions:

FINANCE

Budget Transfers

Budget Transfer numbers 116676, 116678, 116682, 116759, 116763 and 116767 for the Unrestricted General Fund 01, in the amount of \$110,185 as listed:

From:	Supplies	\$	3,306	
	Services and Operating Expenses		<u>106,879</u>	\$ <u>110,185</u>
To:	Academic Salaries	\$	26,500	
	Classified Salaries		13,779	
	Employee Benefits		4,961	
	Supplies		30,787	
	Services and Operating Expenses		2,445	
	Equipment		<u>31,713</u>	\$ <u>110,185</u>

Included in the budget transfers of \$110,185 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>
116767	589000-01-660500-0000	Academic Affairs	\$ 84,275
	<u>To:</u>		
	147000-01-675000-0000	Staff Development	\$ 5,500
	140000-01-675000-0000	Staff Development	21,000
	395000-01-675000-0000	Staff Development	3,445
	641000-01-040100-0010	Life Science	3,114
	641000-01-070100-0010	Computer and Business Information System	978
	641000-01-083500-0010	Physical Education	1,956
	641000-01-100100-0010	Art	978
	641000-01-100400-0010	Music and Radio/Television	2,535
	641000-01-120300-0010	Nursing – Registered	2,934
	641000-01-123800-0010	Nursing – Vocational	2,934
	641000-01-150100-0010	English, Reading	3,912
	641000-01-150800-0010	English as a Second Language	1,956
	641000-01-170100-0010	Mathematics and Engineering	1,956
	641000-01-220100-0010	Social Science	1,956
	641000-01-220500-0010	History and Political Science	1,956

From Other Service to Academic Stipends, Academic Other Hourly Salaries, Employee Benefits, and Instructional Equipment <\$5,000.

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Budget Transfer numbers 116687, 116716 and 116731 for the Restricted General Fund 12, in the amount of \$569,240 as listed:

From:	Supplies	\$	9,887	
	Services and Operating Expenses		47,000	
	Equipment		<u>512,353</u>	\$ <u>569,240</u>
To:	Academic Salaries	\$	4,210	
	Classified Salaries		342,334	
	Employee Benefits		73,726	
	Supplies		71,680	
	Services and Operating Expenses		8,043	
	Equipment		<u>69,247</u>	\$ <u>563,240</u>

Included in the budget transfers of \$569,240 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>
116731	647000-12-684500-9610	VTEA Administration	\$ 327,461
	<u>To:</u>		
	210300-12-609000-9640	Office of Grants	\$ 53,766
	212000-12-609000-9640	Office of Grants	8,070
	233000-12-609000-9640	Office of Grants	12,168
	395000-12-609000-9640	Office of Grants	26,072
	457000-12-609000-9640	Office of Grants	751
	219000-12-611100-9640	Distance Learning	29,164
	395000-12-611100-9640	Distance Learning	11,666
	233000-12-611100-9630	Center for Learning Assistance	26,664
	395000-12-611100-9630	Center for Learning Assistance	2,933
	522600-12-611100-9630	Center for Learning Assistance	403
	221000-12-499900-9630	Technology Center	31,488
	395000-12-499900-9630	Technology Center	12,595
	233000-12-684500-9630	Technology Center	95,295
	395000-12-684500-9630	Technology Center	10,482
	438000-12-499900-9610	Technology Center	1,000
	432500-12-499900-9610	Technology Center	300
	457000-12-684500-9640	Technology Center	2,504
	566000-12-684500-9640	Technology Center	2,140

From Equipment >\$5,000 to Classified Administrator Salaries, Classified Clerical Salaries, Classified Presenter Salaries, Employee Benefits, Supplies, Conference-Classified, Classified Instructional Aide Salaries, Instructional Software, Duplicating-Instructional, and Equipment Repairs.

(c) Budget Transfer number 116707 for the Child Development Fund 33, in the amount of \$300 as listed:

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From:	Supplies	\$ <u>300</u>	\$ <u>300</u>
To:	Services and Operating Expenses	\$ <u>300</u>	\$ <u>300</u>

There are no budget transfers greater than \$25,000 for the Child Development Fund.

Salary Warrants

Ratify issuance of salary warrants listed on Register No. 4282 and Register No. 4283 for the period of September 16, 2005, through September 23, 2005, in the amount of \$322,684.96 as listed:

Register No. 4282 Issue Date 09/16/05	Warrant Nos. 0739281 – 0739313	\$ 61,135.96
Register No. 4283 Issue Date 09/16/05	Warrant Nos. 0739314 – 0739341	\$ 261,549.00
	Total Salary Warrants Issued:	\$ <u>322,684.96</u>

Commercial Warrants

Ratify issuance of commercial warrants for the period of September 16, 2005, through September 23, 2005, in the amount of \$3,478,550.97 as listed:

Period Ending September 16, 2005		
Unrestricted General Fund	\$ 478,633.02	
Restricted General Fund	80,313.51	
Child Development Fund	645.00	
Capital Outlay Projects Fund	270,318.57	
General Obligation Bond Fund	1,060,658.59	
Community Service Contract Ed	8,400.87	
Self Insurance Fund	264.94	
Student Financial Aid Fund	468,399.18	
Payroll Clearing Fund	83,464.54	
Stadium Operations Fund	<u>1,852.22</u>	
	Total Period 1 Warrants:	\$ <u>2,452,950.44</u>
Period Ending September 23, 2005		
Unrestricted General Fund	\$ 356,097.79	
Restricted General Fund	84,626.21	
Child Development Fund	1,450.37	
Capital Outlay Projects Fund	146,371.44	
General Obligation Bond Fund	47,885.65	
Community Service Contract Ed	76.50	
Student Financial Aid Fund	388,209.37	
Stadium Operations Fund	<u>883.20</u>	
	Total Period 2 Warrants:	\$ <u>1,025,600.53</u>
	Commercial Warrants Total:	\$ <u>3,478,550.97</u>

Included in the warrant total expenditure of \$3,478,550.97 are the following payments greater than \$25,000, excluding employee benefits and utilities:

Unrestricted General Fund 01

1. \$ 70,315 To Dell Marketing L.P. for six (6) Dell Poweredge computer servers for the Academic Computing and Information Technology Department (ACIT).
2. \$ 69,114 to City of Long Beach for Instructional Services agreement to provide Police and Fire Services training classes for Summer 2005.

Restricted General Fund 12

- 1.\$ 66,610 to Student Insurance for the Districts portion (2/3) of the 2005-2006 premium for Long Beach City College student accident coverage.
- 2.\$ 32,295 Ebsco Subscription Services for magazine subscription renewals for the Liberal Arts Campus Library, July 1, 2005, through June 30, 2006.

Capital Outlay Projects Fund 41

- 1.\$ 232,509 to Robert Clapper Construction, for construction of a new Child Development Center, Pacific Coast Campus. This project is jointly supported with bond funds.
- 2.\$ 129,866 to Caldwell Architects, Inc. for construction and design services for the Learning Resource Centers, at the Liberal Arts and Pacific Coast Campuses.
- 3.\$ 19,489 to PFF Bank, for contractor's retention deposit in an escrow account for the construction of the New Child Development Center at the Pacific Coast Campus. This project is jointly supported with bond funds.

General Obligation Bond Fund 42

- 1.\$ 468,305 to Bovis Lend Lease for facilities construction program management services, August 2005.
- 2.\$ 214,036 to Marlene Imirzian & Associates for professional services for the Los Coyotes Diagonal property.
- 3.\$ 175,402 to Robert Clapper Construction for construction of a new Child Development Center, Pacific Coast Campus. This project is jointly supported with Capital Projects funds from the state.
- 4.\$ 64,262 to RMA Construction Services Inc. for professional services for bond program technical support, August 2005.
- 5.\$ 35,954 to Torres Construction, Inc. for Building P exterior improvements, Liberal Arts Campus, from July 19, 2005, through August 15, 2005.
6. \$ 32,198 for Rachlin Architects, Inc. for architectural services for infrastructure site improvements on the Liberal Arts Campus.

7. \$ 19,489 to PFF Bank for contractor's retention deposit in an escrow account for the construction of the New Child Development Center at the Pacific Coast Campus. This project is jointly supported with Capital Project funds from the state.

Student Financial Aid Fund 74

1. \$52,119 to Associated Student Body Bank (ASB), Bookstore reimbursement for Pell advances for August 2005.

PURCHASING

Bond Contract Amendments

CN 22003.4 – With Chambers Group, Inc., Amendment #6, to provide an addendum to the Mitigated Negative Declaration for the Los Coyotes Building project, to increase the contract amount an additional \$4,400, for a total contract amount not to exceed \$377,650, to be paid with Measure E Bond Funds.

CN 22009.2 – With Leighton Consulting, Inc., Amendment #1, for additional field and analytical laboratory testing services for the Los Coyotes Building Project at the Pacific Coast Campus, to increase the contract by \$3,790 for a total contract amount not to exceed \$16,480, to be paid with Measure E Bond Funds.

Change Order Ratification

CN 22007.1 – With Pinner Construction Company, Inc., Change Order #10, for the District Facilities and Warehouse Complex (Interim Facility – Vet's Stadium) at the Liberal Arts Campus in the amount of \$8,594.23, for a total contract amount not to exceed \$8,674,465, to be paid with Measure E Bond Funds.

Amendments to Board Action

CN 99604.3 – With Phytorion, Inc., to change the contract not to exceed amount from \$70,000 to \$75,000.

CN 22011.6 – With Rachlin Architects, Amendment #1 to change the contract amount from \$24,000 to \$24,500, for a total contract amount not to exceed \$60,750.

Purchase Order Approvals/Ratifications

Authorize the issuance of purchase orders for the period September 5, 2005, through September 16, 2005, in the amount of \$248,889.43 as listed.

52534 – 52582	\$92,237.97
52584 – 52641	<u>\$156,615.48</u>

Total Amount \$248,889.43

Included in the total amount of purchase orders of \$248,889.43 are the following items greater than \$25,000:

Restricted General Fund – Fund 12

PO 52609 Magazine subscriptions
Library

Account No. 631000-12-160100-0550

\$38,754.25

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 92535.3 – Ratify – Amend – With Torrance Memorial Medical Center, to provide a clinical practice site for the School of Health and Science students, to extend the termination date from August 1, 2005, to August 1, 2007, at no cost to the District.

CN 92988.3 – Ratify – Amend – With Bellflower Medical Center, to provide a clinical practice site for the School of Health and Science students, to extend the termination date from September 1, 2005, to September 1, 2007, at no cost to the District.

CN 93118.2 – Ratify – Amend – With American Golf Corporation, to provide golf course use for the Men’s and Women’s Golf teams practices and matches, effective July 1, 2005, through June 30, 2009, for the amount of \$6,200 per year, payable to American Golf.

CN 93125.6 – Ratify – With Redgate Memorial Recovery Center, to provide a clinical practice site for the School of Health and Science students, effective June 1, 2005, through May 31, 2007, at no cost to the District.

CN 93125.7 – With California State University (CSU), Long Beach, College of Education, for Long Beach Community College District to provide practical experience for a CSU peer academic advisor, effective October 17, 2005, through June 30, 2006, for the amount of \$3,500 payable to CSU. Services will be funded through the LBCC Foundation.

CN 93125.8 – Ratify – With Grant Uba, to provide consultant services for the District’s Athletic Department regarding development of new medical protocols related to the care, treatment, and prevention of injury to student athletes, to comply with Commission on Athletics code, rules, and regulations, effective October 1, 2005, through June 30, 2006, at a cost of \$2,500.

CN 93126.1 – Ratify – With Orange Coast Memorial Medical Center, to provide a clinical practice site for dietetic students effective October 15, 2005, through October 14, 2010, at no cost to the District.

CN 93126.2 – Ratify – With the Associated Student Body Enterprises, to use District facilities, effective July 1, 2005, through June 30, 2006, at a cost of \$74,250.

Use of Facilities

<u>Organization</u>	<u>Campus</u>	<u>Event</u>	<u>Facilities</u>	<u>Date</u>
U. S. Soccer Federation	LAC	Referee Testing	Stadium	10/19/05

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City of Signal Hill	PCC	Typing Tests	AA206	10/24/05
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User is 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>
Senior Studies Program	PCC	Fundraiser	Dyer Hall	10/23/05

Antioch Church of Long Beach	PCC	Parking	Lots 1 & 2	10/23/05
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City of Long Beach Refuse Dept.	LAC	Driver Training	Stadium Lot	10/29, 11/5, 11/12/05
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Facility use rental waived. Equipment/staffing will be charged if necessary.

Donation

Accept the donation from Corporate Express, 16501 Trojan Way, La Mirada, CA 90638, of Allsteel, Inc. furniture, including: 18 corner workstations and 12 desktop workstations, for use as District needs determine, and request that a letter of appreciation be sent.

2004-2005 CCFS-311 Annual Financial and Budget Status Report

Approve the 2004-2005 CCFS-311 Annual Financial and Status Budget Report of the Long Beach Community College District and authorize transmittal of the report to the Chancellor's Office, California Community Colleges.

This report provides required financial information about fiscal year 2004-2005 expenditures (unaudited) and the fiscal year 2005-2006 Adopted Budget.

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

The motion carried, all voting aye.

ACADEMIC SENATE (Title 5, Section 53203)

No Items or Reports

SUPERINTENDENT-PRESIDENT

Midterm Accreditation Report (Informative)

Superintendent-President Kehoe stated that the Accrediting Commission, ACCJC, requires a comprehensive team visit every six years. The team was here three years ago. They also require a mid-term report, updating them on any recommendations that the team might have made three years before. In our case, they required only the report, not a report and visit, which is a positive commentary on the progress we had made last year when the team did visit. A few months ago, we appointed to the shared governance process a writing team of three individuals. Linda Umbdenstock represented the administration, David Morse

represented the faculty and Jacquie Lang-Wilvers represented the classified service. Those three have compiled a mid-term report to submit to the Accrediting Commission. It is required that we bring it to the Board for information prior to sending it in and then it is due October 15 in the office of the Accrediting Commission for consideration at their January meeting.

Superintendent-President's Report (Informative)

Superintendent-President Kehoe acknowledged Helene Ansel, as interim, while Marisa Perez, Director of Superintendent-President's Office, is on leave of absence. Helene worked most recently in the office of Senator Alan Lowenthal. The City Council meeting for Long Beach is presenting one of our employees, Anita Gibbins, a proclamation on Cultural Diversity Month. A part of it reads, "Whereas the City of Long Beach Human Dignity Program serves to foster harmonious relations among the diverse residents of the City, and Whereas the City of Long Beach Human Dignity Program and Long Beach City College Pacific Coast Campus have partnered for a peace and unity celebration to promote cultural harmony and awareness on the campus and within the community, and Whereas October has been declared Cultural Diversity Month in the County of Los Angeles, Now, Therefore, I, Beverly O'Neill, Mayor of the City of Long Beach, on behalf of the Long Beach City Council, do hereby recognize the multicultural community in the City of Long Beach and in the County of Los Angeles and proclaim that Long Beach affirms its commitment to celebrate its cultural diversity during the month of October." We will be co-presented with that proclamation. We had a large celebration at the Pacific Coast Campus and we were very privileged to receive the peace quilt. We'll display it for the next year and then present it to another organization that is promoting peace in our community.

ACADEMIC AFFAIRS

Sabbatical Report (Informative)

Don Berz, Interim Vice President of Academic Affairs, introduced Dr. Frank Gaspar, Professor, English Department. Dr. Gaspar presented his sabbatical report from the last academic year. Mr. Gaspar's report was, "The Professional Writer: Bringing the World into the Classroom."

STUDENT SUPPORT, PLANNING AND RESEARCH

No Items or Reports

ADMINISTRATIVE SERVICES

No Items or Reports

PACIFIC COAST CAMPUS

Update on Pacific Coast Campus (Informative)

Farley Herzek, Interim Provost, PCC, presented an update of activities on the Pacific Coast Campus.

ECONOMIC AND RESOURCE DEVELOPMENT

Grants-Project Update (Informative)

Lou Anne Bynum, Assistant Superintendent-Vice President of Economic and Resource Development, provided a brief update of recently awarded College grants and contracts.

ACADEMIC SENATE

There was no report.

TRUSTEES COMMUNICATIONS

There were no communications.

NEW BUSINESS

There was no new business.

FUTURE REPORTS

Future Report: Presentation Concerning the History of Long Beach
Seamless Education and Update

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.

Charlotte Joseph, CCA President and Professor of Political Science, addressed the Board concerning the special election, November 8, urging them to adopt a resolution opposing Proposition 76. President Clark recommended that the Board consider this resolution at its next meeting, October 25, 2005.

Superintendent-President Kehoe reminded everyone that the next Board meeting, October 25, will be held at Jordan High School and that Jordan is one of our feeder high schools in our district and we are showing our support for our feeder high schools by scheduling Board meetings at the high schools.

President Clark asked for more information about David Herman. Superintendent-President Kehoe said there will be a memorial service for David Herman at 10 a.m., Saturday, in our theatre and everyone is invited to attend. David Herman was a long-time employee of this district, an excellent professor of drama and produced many, many plays and brought many of our community in through his plays to our college. It was wonderful as far as public relations for the college is concerned.

David Morse said that David Herman, in addition to his significant contributions as a professor, was also a member of the Academic Senate, currently. We received this message on Friday morning and likewise adjourned our Senate meeting in his honor on Friday afternoon. I want to express my appreciation for June's motion to the same effect here.

It was moved by Member Uranga, seconded by Member Kellogg, that the Board meeting be adjourned in honor of David Herman.

ADJOURNMENT

President Clark adjourned the meeting, in honor of David Herman, at 5:50 p.m. The next regular meeting of the Board of Trustees will be held on October 25, 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 Jordan High School, 6500 Atlantic Avenue, Long Beach.

Assistant Secretary