

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

**Minutes of Meeting of  
November 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 FF, Dyer Assembly Hall, Pacific Coast Campus, 1305 E. Pacific Coast Highway, Long Beach, on November 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 5:10 p.m., in Building FF, Dyer Assembly Hall, Pacific Coast Campus. President Clark reported that, in closed session, no action was taken.

**PLEDGE OF ALLEGIANCE**

Richard Gaylord 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 introduced Judy Seal of the Long Beach Unified School District and 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 October 25, 2005, be approved as distributed. The motion carried, all voting aye.

**ORDERING OF THE AGENDA**

President Clark moved Item 13.1, the report on Seamless Education, and 14.1, the Economic and Resource Development report, to right after the end of the Consent Agenda.

**REPORT OF BOARD OF TRUSTEES**

**Resolution, Governing Board Member Election**

It was moved by Member Kellogg, seconded by Member McNinch, that the Board adopt Resolution No. 110805A, ordering a Governing Board Member election on April 11, 2006, and setting forth the specifications of the election order.

The motion carried, all voting aye.

**Governing Board Election Calendar – April 11, 2006 (Informative)**

The calendar for the April 11, 2006, Governing Board Member election was presented to the Board of Trustees for information.

**Resolution, Candidates' Statements – Governing Board Member Election**

It was moved by Member Otto, seconded by Member McNinch, that the Board adopt Resolution 110805B pertaining to candidates' statements for the April 11, 2006, Governing Board Member election.

The motion carried, all voting aye.

**Board of Trustees' Appointment to the Personnel Commission (Public Hearing)**

A Public Hearing was held to provide the public employees and employee organizations an opportunity to express their views on the qualifications of the person recommended as the Board's appointment to the Personnel Commission, Richard F. Gaylord.

There were no comments.

**Board of Trustees' Appointment to the Personnel Commission**

It was moved by Member McNinch, seconded by Member Kellogg, that the Board of Trustees designate Richard F. Gaylord as the Board's appointee to the District Personnel Commission for a three-year term commencing December 1, 2005, and ending December 1, 2008.

The motion carried, all voting aye.

**Committee Reports (Informative)**

There were no committee reports.

**STUDENT TRUSTEE**

Trustee Tanskul reported some students' views on the special election and that many students had participated by voting at the polls.

**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 Instructor – Fall 5

In-Service Changes

Change of Salary – Contract 2

Change of Title – Contract 2

Department Head Elections 1

**HUMAN RESOURCES (Classified)**

Approve/ratify the following actions:

Appointments

Probationary 6

Temporary 9

Exempt From the Merit System 33

PERSONNEL COMMISSION ACTIONS

Management Team 1

SEPARATION FROM THE DISTRICT

Resignation 2

**FINANCE AND PURCHASING**

Approve the following actions:

**FINANCE**

**Budget Transfers**

(a) Budget Transfer numbers 116919, 116960 and 116982 for the Unrestricted General Fund 01, in the amount of \$71,201 as listed:

From:	Supplies	\$	3,367	
	Services and Operating Expenses		<u>67,834</u>	\$ <u>71,201</u>
To:	Classified Salaries	\$	51,746	
	Employee Benefits		15,474	
	Supplies		614	
	Services and Operating Expenses		<u>3,367</u>	\$ <u>71,201</u>

Included in the budget transfers of \$71,201 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>
116960	589000-01-660300-9941	General Administration	\$ 47,220
	<u>To:</u>		

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214000-01-653000-0000	Facilities	\$	33,728
395000-01-653000-0000	Facilities		13,492

To provide funding for two new custodian positions. Estimated date is January 2, 2006.

**(b)** Budget Transfer numbers 116910, 116958, 116983, 116993, 117008 and 117012 for the Restricted General Fund 12, in the amount of \$70,016 as listed:

From:	Academic Salaries	\$	5,630	
	Classified Salaries		3,571	
	Employee Benefits		2,373	
	Supplies		1,000	
	Services and Operating Expenses		747	
	Equipment		<u>56,695</u>	\$ <u>70,016</u>
To:	Academic Salaries	\$	6,365	
	Classified Salaries		30,444	
	Employee Benefits		4,177	
	Supplies		12,985	
	Services and Operating Expenses		15,298	
	Equipment		<u>747</u>	\$ <u>70,016</u>

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

**Salary Warrants**

Ratify issuance of salary warrants listed on Register No. 4285 through Register No. 4289 for the period of October 10, 2005, through October 21, 2005, in the amount of \$2,408,510.34 as listed:

Register No. 4285 Issue Date 10/10/05	Warrant Nos. 0739455 – 0739730	\$	937,662.54
Register No. 4286 Issue Date 10/10/05	Warrant Nos. 0739731 – 0739776	\$	146,433.24
Register No. 4287 Issue Date 10/10/05	Warrant Nos. 0739777 – 0740227	\$	397,986.08
Register No. 4288 Issue Date 10/14/05	Warrant Nos. 0740228 – 0740249	\$	664,480.48
Register No. 4289 Issue Date 10/14/05	Warrant Nos. 0740250 – 0740281	\$	261,948.00
	Total Salary Warrants Issued:	\$	<u>2,408,510.34</u>

**Commercial Warrants**

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Ratify issuance of commercial warrants for the period of October 10, 2005, through October 21, 2005, in the amount of \$7,461,151.97 as listed:

Period Ending October 14, 2005	
Unrestricted General Fund	\$ 213,286.51
Restricted General Fund	55,288.09
Child Development Fund	715.62
Capital Outlay Projects Fund	169,450.24
General Obligation Bond Fund	1,197,984.29
Community Service Contract Ed	361.19
Self Insurance Fund	771.35
Student Financial Aid Fund	539,808.84
Payroll Clearing Fund	92,926.72
Stadium Operations Fund	<u>2,525.73</u>
Total Period 1 Warrants: <u>\$2,273,118.58</u>	

Period Ending October 21, 2005	
Unrestricted General Fund	\$ 103,747.45
Restricted General Fund	117,408.82
Child Development Fund	1,500.91
Capital Outlay Projects Fund	173,203.36
General Obligation Bond Fund	228,361.57
Self Insurance Fund	14.95
Student Financial Aid Fund	4,559,325.02
Retiree Benefits Fund	1,794.15
Stadium Operations Fund	<u>2,677.16</u>
Total Period 2 Warrants: <u>\$ 5,188,033.39</u>	

Commercial Warrants Total: \$ 7,461,151.97

Included in the warrant total expenditure of \$7,461,151.97 are the following payments greater than \$25,000, excluding employee benefits and utilities:

**Unrestricted General Fund 01**

1. \$ 36,296 to Parker & Covert LLP, for professional legal services rendered during July 2005.

**Capital Outlay Projects Fund 41**

1. \$305,836 to Robert Clapper Construction for construction of a new Child Development Center, Pacific Coast Campus. This project is jointly supported with bond funds.
2. \$ 33,390 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**

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1. \$816,968 to Pinner Construction Co., Inc., for new District Facility and Warehouse Complex at the Veteran Stadium parking lot.
2. \$221,379 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.
3. \$122,355 to SRD Engineering Inc., for site preparation engineering services for the South Quad Complex, Liberal Arts Campus, August 2005.
4. \$ 87,061 to PCN3, Inc., for site preparation work on the Long Beach City College Bond Management Program Offices project, from July 25, 2005, through September 1, 2005.
5. \$ 49,751 to RMA Construction Services Inc. for professional services for bond program technical support, September 2005.
6. \$ 25,189 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. \$ 34,728 to Associated Student Body Bank (ASB), reimbursement for Extended Opportunity Program Service program (EOP&S) book advances on August 26, 2005.

**Budget Increase/ (Decrease)**

**Unrestricted General Fund 01:**

Increase 2005 / 2006 Budget for Community Relations and Marketing                   \$       100,000

**PURCHASING**

**Bond Contract Awards**

CN 22007.9 – With Floor Covering Limited Inc., for the C0680 Carpet Replacement “O” Trailers Project at the Liberal Arts Campus in an amount not to exceed \$23,750 paid with Measure E Bond Funds.

CN 22017.4 – With P2S Engineering, Inc., for engineering services for demolishing existing building located at the corner of Pacific Coast Highway and Walnut at the Pacific Coast Campus, effective November 9, 2005, through June 30, 2006, for a total contract amount not to exceed \$6,500, to be paid with Measure E Bond Funds.

**Bond Contract Amendments**

CN 99627.6 – With Rachlin Architects, Inc., Amendment #4, for additional engineering services for utility relocation and parking lot design for the new Industrial Technology Phase 1 Building at Pacific Coast Campus, to increase the contract by \$25,500 for a total contract amount not to exceed \$637,227.10 to be paid with Measure E Bond Funds.

CN 22004.4 – With Rachlin Architects, Inc., Amendment #1, to extend the termination date from November 30, 2005, through June 30, 2006, for architectural and engineering services for the Restroom project at the Pacific Coast Campus.

CN 22004.6 – With Marlene Imirzian & Associates, Architects, Ltd., Amendment #2, for additional services for technology consulting services for the Los Coyotes Building, to increase the contract by \$57,420 for a total contract amount not to exceed \$1,341,455 to be paid with Measure E Bond Funds.

**Contract Award**

CN 99638.1 – With Nature’s Sungrown, Inc., to implement the Export Readiness Training (ERT) program effective, October 21, 2005, through June 30, 2006, for a total contract amount not to exceed \$13,500.

**Use of Other Agency's Bid**

Bid No. 2003-1 – (La Habra Unified School District) with Mobile Modular for the purchase of three (3) modular buildings for the Southeast Interim Bungalow Project at the Pacific Coast Campus, for a total cost not to exceed \$184,566.38, to be paid with Measure E Bond Funds. The cost includes delivery, set-up tie down, and skirting.

**Approve the Selection of Contractor**

a) Authorize the Executive Vice President, Administrative Services, to approve the selection of the responsible contractor from the responsive bidders for the construction of the Water Main Relocation and Central Plant Piping Package at the Liberal Arts Campus, paid with Measure E Bond Funds.

b) Authorize the Executive Vice President, Administrative Services, to approve the selection of the responsible contractor from the responsive bidders for the construction of the Learning Resource Center Utility Relocation at the Liberal Arts Campus, paid with Measure E Bond Funds and State Funds.

c) Authorize the Executive Vice President, Administrative Services, to approve the selection of the responsible contractor from the responsive bidders for the construction of the Site Preparation of the Southeast Interim Bungalow Project at the Pacific Coast Campus, paid with Measure E Bond Funds.

**Change Order Ratifications**

CN 22007.1 – With Pinner Construction, Inc., Change Order #11 and #12 for the District Facilities and Warehouse Complex (Tech Phase 2 - Interim Facility) at the Liberal Arts Campus in the amount of \$37,228.86 and \$73,737.18 respectively for a total amount not to exceed \$ 8,785,431.04.

**Purchase Order Approvals/Ratifications**

Authorize the issuance of purchase orders for the period October 3, 2005, through October 14, 2005, in the amount of \$248,508.54 as listed.

52761 – 52820	\$248,508.54
Total Amount	\$248,508.54

Included in the total amount of purchase orders of \$248,508.54 are the following items greater than \$25,000:

**General Fund – Fund 01**

PO 52777      Printing of 2006 Schedule of Classes  
                 Institutional Research and Academic Services  
                 Account No. 457000-01-601400-0000                      \$26,615.00

**Restricted General Fund – Fund 12**

PO 52768      Aircraft engines and accessories  
                 VATEA  
                 Account No. 647000-12-684500-9610                      \$51,192.00

**General Obligation Bond Fund – Fund 42**

PO 52791      Classroom furniture  
                 Interim Housing  
                 Account No. 646000-42-710400-5409                      \$36,932.06  
                 Account No. 457000-42-710400-5409                      \$ 5,029.73

**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:

P# V92022 – Amend – With Americana Enterprises, Inc., for rental of the Veterans Stadium for an antique flea market, to revise the number of parking spaces used in Parking Lot J from 500 to 704, effective November 9, 2005, and revise the percentage payable to the District from 23% to 23 ½% of the gross receipts per event.

CN 93058.7 – Ratify – Amend - With John Douglas French Center for Alzheimer’s Disease, Inc., to provide a clinical practice site for dietetic students, to extend the termination date from August 12, 2005, to August 12, 2007, at no cost to the District.

CN 93082.3 – Ratify — With Fulbright and Jaworski L.L.P., Amendment #1, for additional Bond Counsel services regarding refunding of series A Bonds, effective November 1, 2005, for a fee \$42,500, paid with proceeds from the refunding of the bonds.

CN 93126.7 – Ratify – With the City of Long Beach, Workforce Development Bureau, to provide funding for the District’s Project Y.E.S. (Youth Empowerment Strategies), effective October 17, 2005, through October 30, 2006. Amount of funding is \$150,000.

CN 93126.8 – Ratify – With the Community Hospital of Long Beach, to provide a clinical practice site for dietetic students, effective September 1, 2005, through August 31, 2007, at no cost to the District.



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**Use of Facilities**

Ratify request to use District facilities for activity on date(s) shown.

<u>Organization</u>	<u>Campus</u>	<u>Event</u>	<u>Facilities</u>	<u>Date</u>
Blueprint Testing	LAC	Test Preparation	P101	11/12/05
Oxford Seminars	LAC	Seminar for Travelers Overseas	F101	11/12, 13, 19, 20/05
Orange County Buzz	LAC	Basketball Games	Large Gym	18 Dates 11/22/05-3/6/06
Whittier Youth Football/Cheer	LAC	Cheer Competition	Stadium	11/26/05
College Board	PCC	SAT Test	FF, BB, MM Bldgs.	12/3/05
Champion Youth	LAC	Karate Competition	Large Gym	12/4/05
Champion Youth	LAC	Pom, Cheer, Dance Competition	Large Gym	1/8/06
Metro Beach	LAC	Volleyball Fundraiser	Large & Small Gyms	1/14, 15/06
College Board	PCC	SAT Test	FF, BB, MM Bldgs.	1/28/06
Step Eiken	LAC	English Proficiency Test	D Bldg.	1/28/06 & 2/26/06
College Board	PCC	SAT Test	FF, BB, MM Bldgs.	4/1/06 & 6/3/06

User is to be charged fees in accordance with Board-approved fee schedule.  
Ratify request to use District facilities for activity on date(s) shown.

<u>Organization</u>	<u>Campus</u>	<u>Event</u>	<u>Facilities</u>	<u>Date</u>
Transfer Services	LAC	Transfer Fair	Nordic Lounge, Gokstad Room, Bldg. E Quad	11/9/05
LBCC Orientation	LAC	High School Orientation	D Bldg.	11/19/05

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LBCC Assessment	LAC	Orientation	Cafeteria	11/19/05
LBCC Music Dept.	LAC	Twirling Championships	Large Gym	11/20/05
LBCC Nursing Student Assoc.	LAC	Career Faire	Nordic Lounge	11/28/05
H. S. Assessment/ Matriculation	LAC	Testing	Cafeteria	7 Dates 2/4-5/20/06
LBCC Basketball	LAC	Tournaments	Large Gym	3/4-5, 4/1-2, 5/5-7/06
LBCC	LAC	Mini Grand Prix	A Bldg. Lawn, Parking Lot A	3/31, 4/1/06
LBCC Music Dept.	LAC	Twirling Championships	Large Gym	3/24, 25/06

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

**Destruction of Records**

Authorize the Executive Vice President, Administrative Services, to provide for the destruction of Administrative Services Records in accordance with the procedures set forth in Board Policy 2007 and Sections 59020-59028 of Title 5 of the California Code of Regulations. Records ready to be destroyed: various Contracts and Grants for the Fiscal Years 1989-1990 through 1998-1999.

**Institutional Membership**

Amend the institutional membership list to include the following:

Embracing Latina Leadership Alliances (ELLAS) (Paid by Economic and Resource Development)	\$500
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**2005-2006 CCFS-311Q First Quarter Financial Status Report**

Approve the 2005-2006 CCFS-311Q First Quarter Financial Status Report for the Long Beach Community College District, and authorize transmittal of the report to the Chancellor's Office, California Community Colleges. This report combines the Unrestricted General Fund and the Restricted General Fund.

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

The motion carried, all voting aye.

**PACIFIC COAST CAMPUS**

**Seamless Education – Long Beach Education Partnership (Informative)**

Farley Herzek, Interim Provost, PCC, presented a history of the Long Beach Seamless Education Community Partnership. The partnership was formed in 1994 by the Long Beach Unified School District, Long Beach City College, California State University, Long Beach. The mission is to ensure an outstanding seamless education system that aligns expectations, prepares all students for successive levels and creates smooth transitions from preschool to the world of work and civic responsibility.

**ECONOMIC AND RESOURCE DEVELOPMENT**

**Title V Consortium Grant with Cal State Long Beach (Informative)**

Lou Anne Bynum, Vice President, Assistant Superintendent of Economic and Resource Development, introduced the Director of Grants, Paul Creason, who provided an update on the Title V Hispanic-Serving Partnership Grant with California State University, Long Beach (2004-2009).

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

No Items, No Reports

**SUPERINTENDENT-PRESIDENT**

**Academic Calendar – 2006-2007**

It was moved by Member Kellogg, seconded by Member Otto, that the Board of Trustees approve the final 2006-2007 Academic Calendar that was received for First Reading at the Board of Trustees Meeting on November 9, 2004.

The motion carried, all voting aye.

**Academic Calendar 2007-2008, Tentative (First Reading)**

The Board of Trustees received for first reading the tentative 2007-2008 academic calendar and directed the staff to make it available in the Superintendent's Office for review by staff, students and the public.

**Superintendent-President's Report (Informative)**

Superintendent-President Kehoe distributed to the Board a copy the Chancellor's Message from San Diego Community College District. Constance Carroll, who is the Chancellor, summarized the issues of the equalization consortium, and the request that would bring the underfunded community college districts up to the 90<sup>th</sup> percentile in the State of California.

Yesterday, the Long Beach Community College Foundation sponsored the Leadership Long Beach Education Day and Dr. Kehoe was very pleased to sit on a panel with Chris Steinhauser and Bob Maxson. She said that she is certainly going to miss Bob and commented on how much he has contributed to seamless education. Bob Maxson spoke about Seamless Ed, Title V, and educational accountability.

President Kehoe reported to the Board that the statewide CEOs and the statewide Trustees, through the League, are developing an initiative, for the ballot next November, a community college initiative, which would change the funding structure of community colleges. She

asked that the Board read the materials and then determine and direct her as to whether or not the Board would like to see a resolution in support of the California Community College Initiative. President Kehoe said she could provide more information and would be happy to forward it to the Board.

Superintendent-President Kehoe shared an article in the *Press Telegram* on our Culinary Arts program. The article featured a picture of one of our students on the front page of the section.

Today, our B and C issuances of our local facilities bond went on sale. Dr. Kehoe asked Mr. Oakley to explain how that sale is going. Vice President Oakley reported that it was a very good day in the market. The Board authorized selling \$65 million worth of General Obligation Bonds as part of the Measure E Bond Project and also issued refunding bonds for the Series A bonds of up to \$28 million. On the Series B bonds, we netted an average rate of 4.57 and sold nearly all bonds, with the remainder being underwritten. The refunding bonds sold very well also, at an average rate of 4.315, which translates into about \$5.5 million back to the Measure E Bond Fund and savings to taxpayers.

### **ACADEMIC AFFAIRS**

#### **2006 Summer Session Schedule**

It was moved by Member McNinch, seconded by Member Uranga, that the Board of Trustees approve the Summer Session 2006 dates as follows:

Day and Evening Sessions:

- |                       |   |                         |
|-----------------------|---|-------------------------|
| Monday, June 5, 2006  | - | Friday, July 14, 2006   |
| Monday, July 17, 2006 | - | Friday, August 18, 2006 |
| Monday, June 5, 2006  | - | Friday, August 4, 2006  |

Afternoon Session:

- |                       |   |                       |
|-----------------------|---|-----------------------|
| Monday, June 19, 2006 | - | Friday, July 28, 2006 |
|-----------------------|---|-----------------------|

The motion carried, all voting aye.

#### **Sabbatical Report**

Don Berz, Interim Vice President of Academic Affairs, introduced Paul Navlan, who presented his sabbatical report from the last academic year. Mr. Navlan's report was on the Associated Landscape Contractors Association's Horticulture Student Career Days at Ohio State College.

#### **STUDENT SUPPORT SERVICES**

No Items, No Reports

#### **ADMINISTRATIVE SERVICES**

##### **First Quarter Budget Performance Report**

It was moved by Member Uranga, seconded by Member McNinch, that the Board accept the First Quarter Budget Performance Report.

The motion carried, all voting aye.

#### **ACADEMIC SENATE**

Academic Senate President, David Morse, expressed his and the faculty's appreciation for Dr. Kehoe, Eloy Oakley and the Board of Trustees' encouragement and the resources that they have provided to himself and other members of Academic Senate to attend conferences such as the one that they attended last weekend. Attending these events provides knowledge and education and allows them to bring that back to share with our college district.

### **TRUSTEES COMMUNICATIONS**

Vice President McNinch encouraged the trustees to attend the play, "Living Out," which she stated was extraordinary.

She also announced that, over the weekend, in Las Vegas, Student Trustee Tanskul had become Mrs. Michael Brignac.

Member Otto introduced Juan Carlos Sanchez, who has been working in Member Otto's office for the last month as part of a Coral Foundation program doing research into political issues. Mr. Sanchez explained that the Coral Fellowship's purpose is to instill effective leadership in public affairs. The Fellows intern in six different areas within nine months: a nonprofit, for-profit, political campaign, union, media, so they get a holistic approach to public affairs. Member Otto said that the Coral Foundation is a wonderful program that students at Long Beach City College might aspire to as a way of giving back to their community and learning about their community.

### **NEW BUSINESS**

There was no new business.

### **FUTURE REPORTS**

No future reports.

### **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.

Ms. Adriana Price, former student at Long Beach City College, addressed the Board concerning some past problems that she has had with a faculty member and is still awaiting getting the problems resolved.

### **ADJOURNMENT**

President Clark adjourned the meeting at 7:05 p.m. The next regular meeting of the Board of Trustees will be held on December 13, 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

