

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

**Minutes of Meeting of
March 7, 2006**

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 7, 2006.

CALL TO ORDER

The meeting was called to order at 4:05 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 5:05 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

Lt. Julie Prior led the Pledge of Allegiance.

ROLL CALL

Present: President Clark, Vice President McNinch, Member Kellogg, Member Otto, Member Uranga

WELCOME AND INTRODUCTIONS

President Clark welcomed everyone to the meeting and then introduced Pat McKean, Journalism Professor, who introduced beginning news writing students. Dr. Pauline Merry then introduced Bill Webb, Student ASB Cabinet Advisor, and Carolynda Marizalde, student, who invited everyone to attend Spring Sing on Friday March 10 at 7 p.m.

APPROVAL OF MINUTES

It was moved by Member McNinch, seconded by Member Uranga, that the minutes of the meeting of February 21, 2006 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

CCCT Board of Directors Election

It was moved by Member Uranga, seconded by Member McNinch, to support the election of the nominees to the CCCT Board of Directors.

The motion carried, all voting aye.

Committee Reports

There were no committee reports.

STUDENT TRUSTEE

No report

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)

That the Board of Trustees approve/ratify the following actions:

Appointments-Spring 2006

Hourly Instructor	16
Hourly Coordinator	2
Hourly Counselor	6
Hourly Librarian	2
Hourly Reader	11

In-Service Changes

Stipends	1
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HUMAN RESOURCES (Classified)

Approve the following actions:

APPOINTMENTS

Probationary	4
Temporary	7
Exempt From the Merit System	33

INSERVICE CHANGES

Leave of Absence Without Pay	1
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SEPARATION FROM THE DISTRICT

Resignation	2
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FINANCE AND PURCHASING

Approve the following actions:

FINANCE

Budget Transfers

(a) Budget Transfer numbers 118117, 118132, 118162 and 118168 for the Unrestricted General Fund 01, in the amount of \$508,535 as listed:

From:	Supplies	\$	7,175	
	Services and Operating Expenses		20,082	
	Reserve		481,278	\$ 508,535
				<u>508,535</u>
To:	Academic Salaries	\$	425,910	
	Employee Benefits		55,368	
	Supplies		15,300	
	Services and Operating Expenses		4,746	
	Equipment		7,211	\$ 508,535
				<u>508,535</u>

Included in the budget transfers of \$508,535 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>
118168	790100-01-790200-0000	Designated Reserve Contingency	\$	481,278
	<u>To:</u>			
	13300-01-7902000-0010	Various Instructional Departments	\$	425,910
	395100-01-790200-0010	Various Instructional Departments		55,368

From Designated Reserve for Economic Uncertainties to Instructional Hourly Salaries and Employee Benefits.

(b) Budget Transfer numbers 118035, 118116, and 118143 for the Restricted General Fund 12, in the amount of \$44,779 as listed:

From:	Classified Salaries	\$	29,588	
	Employee Benefits		11,836	
	Supplies		895	
	Services and Operating Expenses		930	
	Equipment		1,530	\$ 44,779
				<u>44,779</u>
To:	Academic Salaries	\$	3,375	
	Classified Salaries		625	
	Employee Benefits		1,149	
	Supplies		17,608	
	Services and Operating Expenses		21,822	
	Equipment		200	\$ 44,779
				<u>44,779</u>

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

Salary Warrants

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Ratify issuance of salary warrants listed on Register No. 4311 through Register No. 4314 for the period of January 30, 2005 through February 20, 2006, in the amount of \$6,129,937.37 as listed:

Register No. 4311 Issue Date 01/31/06	Warrant Nos. 0743082 – 0743191	\$ 4,949,306.42
Register No. 4312 Issue Date 02/10/06	Warrant Nos. 0743192 – 0743444	\$ 779,170.21
Register No. 4313 Issue Date 02/10/06	Warrant Nos. 0743445 – 0743463	\$ 89,116.81
Register No. 4314 Issue Date 02/10/06	Warrant Nos. 0743464 – 0743883	\$ 312,343.93
Total Salary Warrants Issued:		<u>\$ 6,129,937.37</u>

Commercial Warrants

Ratify issuance of commercial warrants for the period of January 30, 2005 through February 20, 2006 in the amount of \$4,172,704.92 as listed:

Period Ending January 30, 2005		
Unrestricted General Fund	\$	630,723.18
Restricted General Fund		77,598.72
Child Development Fund		1,592.37
Capital Outlay Projects Fund		215,549.69
General Obligation Bond Fund		1,017,431.14
Community Services Contract Ed		5,696.40
Self Insurance Fund		17.11
Student Financial Aid Fund		9,820.75
Payroll Clearing Fund		4,199.56
Stadium Operations Fund		<u>9,317.70</u>
Total Period 1 Warrants:		<u>\$ 1,971,946.62</u>

Period Ending February 10, 2006		
Unrestricted General Fund	\$	668,993.78
Restricted General Fund		43,030.71
Capital Outlay Projects Fund		5,274.90
General Obligation Bond Fund		317,051.96
Community Service Contract Ed		420.00
Student Financial Aid Fund		1,113,785.45
Payroll Clearing Fund		47,961.70
Stadium Operations Fund		<u>4,239.80</u>
Total Period 2 Warrants:		<u>\$ 2,200,758.30</u>
Commercial Warrants Total:		<u>\$ 4,172,704.92</u>

Included in the warrant total expenditure of \$4,172,704.92 are the following payments greater than \$25,000, excluding employee benefits and utilities:

Unrestricted General Fund 01

1. \$ 300,000 to Keenan & Associates, for self-insured workers' compensation claims.
2. \$ 183,660 to Long Beach Police Department, for December 2005 security services.

Capital Outlay Projects Fund 41

1. \$ 125,978 to Robert Clapper Construction, for construction of a new Child Development Center, Pacific Coast Campus. This project is jointly supported with bond funds.
2. \$ 62,974 to Pinner Construction Co., Inc., for the replacement of Technology Buildings SS and TT on the Pacific Coast Campus.

General Obligation Bond Fund 42

1. \$ 814,410 to Pinner Construction Co., Inc., for the new District Facility and Warehouse Complex at the Veteran Stadium parking lot at the Liberal Arts Campus.
2. \$ 200,841 to CS Legacy Construction, for general contract services for the Grass Play Fields at the Liberal Arts Campus, December 1, 2005 through December 30, 2005.
3. \$ 95,036 to Robert Clapper Construction, for construction of a new Child Development Center at the Pacific Coast Campus. This project is jointly supported with Capital Projects funds from the state.
4. \$ 85,713 to King Van & Storage, Inc., for moving and transportation services for the District Facility and Warehouse Complex at the Veteran Stadium parking lot at the Liberal Arts Campus.
5. \$ 61,499 to RMA Construction Services Inc., for professional services to support the bond funded facilities program, December 2005.
6. \$ 31,308 to Joyce Inspections & Testing, for on-site inspection services for the Child Development Center, Pacific Coast Campus.

Budget Increase / (Decrease)

Restricted General Fund 12:

Vocational and Applied Technology Act	\$	152,916
Enrollment Growth Grant (Nursing)	\$	9,412

PURCHASING

Bond Contract Award

CN 22012.3 – Ratify – With Western Group, Inc., for the Site Prep Southeast Interim Bungalow Project at the Pacific Coast Campus in an amount not to exceed \$379,700, paid with Measure E Bond Funds.

Background – Bid 0694D was advertised in the Press-Telegram on January 22 and January 29, 2006. Two hundred forty seven (247) bidders were solicited and three (3) bids were received. Authorization was give to the Executive Vice President, Administrative Services to approve the selection of the responsible and responsive contractor at the February 21, 2006 board meeting.

Bond Contract Amendments

CN 22011.3 – With Rachlin Architects, Amendment #1, to exercise the option to renew for an additional one-year term effective April 6, 2006 through April 5, 2007, for an additional \$50,000 for the District furniture and interior design projects at the Liberal Arts and Pacific Coast Campuses, for a total contract amount not to exceed \$100,000, to be paid for with Measure E Bond Funds.

Background – Rachlin Architects is providing consulting services to establish furniture and interior design standards for the District.

Contract Amendments

CN 99627.6 – With Rachlin Architects, Amendment #5, to increase the contract amount by \$12,000 for additional services for the DSA re-submittal of the new Industrial Technology Phase 1 Building at the Pacific Coast Campus, for a total contract amount not to exceed \$649,227.10, to be paid for with Measure E Bond Funds.

Background – To include the incorporation of constructability review comments into a second DSA submittal and back check process.

Change Order Ratifications

CN 99607.6 – With R. C. Construction Services, Change Order #10 and #11, for the Child Development Center at the Pacific Coast Campus, in the amount of \$18,420.91 and \$33,497.88, respectively for a total amount not to exceed \$6,115,616.51. Total approved change orders represent 6.36% of the total contract amount.

Background – The Board of Trustees at its meeting of April 6, 2004 authorized the ratification of construction for change orders up to \$100,000 authorized in advance by the Executive Vice President, Administrative Services. Change Order #10 is for the relocation of Verizon overhead lines. Change Order #11 is for drywall and ductwork in soffits on Building A, carpentry, scuppers, and fiber cable.

CN 22007.1 – With Pinner Construction, Inc., Change Order #16, #17, and #18 for the District Facilities & Warehouse Complex (Tech Phase 2 – Interim Facility) at the Liberal Arts Campus in the amount of \$21,744.79, \$20,517.71, and a credit for \$75,841.48 respectively for a total amount not to exceed \$8,825,764.64. Total approved change orders represent 7.30% of the contract amount.

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Background – The Board of Trustees at its meeting of April 6, 2004 authorized the ratification of construction for change orders up to \$100,000 authorized in advance by the Executive Vice President, Administrative Services. Change Order #16 for removal of asbestos transit pipe, infill openings in pre-cast panel and other additional work. Change Order #17 for 6” fire sprinkler line, added fire extinguishers and cabinets, and 18” HDPE pipe. Change Order #18 is a credit for deleted work.

Approve the Selection of the Contractor

Authorize the Executive Vice President, Administrative Services to approve the selection of the responsible contractor from the responsive bidders for the construction of the MDF Building and Central Plant Piping project at the Pacific Coast Campus, paid with Measure E Bond Funds.

Background – Bid C0694C was advertised in the *Press-Telegram* on January 22 and January 29, 2006. Bid opening was March 2, 2006. There is insufficient time for bid evaluation, determination and award for the next Board meeting. Contract for contractor selected will be submitted for ratification.

Purchase Order Approvals/Ratifications

Authorize the issuance of purchase orders for the period January 30, 2006, through February 10, 2006, in the amount of \$885,925.56 as listed.

Background -	53207	\$ 739.75
	53290	\$ 2,003.65
	53328 - 53411	<u>\$883,182.16</u>
	Total Amount	\$885,925.56

Included in the total amount of purchase orders of \$885,925.56 are the following items greater than \$25,000:

General Fund – Fund 01

PO 53378	Advertising services on 790 KABC Talk Radio Public Information & Marketing Account No. 514000-01-671500-0000	\$72,900.00
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Restricted General Fund – Fund 12

PO 53356	Computer and Accessories English as a Second Language Account No. 641000-12-150800-0550	\$33,102.96
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General Obligation Bond Fund – Fund 42

PO 53351	Service to scan Purchasing and Admission and Records Documents Bond Funds Account No. 514000-42-710400-5421	\$80,987.50
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Facilities

None

ACADEMIC AFFAIRS, STUDENT SUPPORT AND ADMINISTRATIVE SERVICES

Approve the following actions:

Agreements

None

Use of Facilities

Approve 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>
Champion Youth	LAC	Karate Competition	Large Gym	3/12/06
Champion Youth	LAC	Pom & Cheer Competition	Large Gym	3/26/06
Champion Youth	LAC	Karate Competition	Large Gym	6/4/06
Champion Youth	LAC	Pom & Cheer Competition	Large Gym	6/11/06
Freedom Festivals	LAC	Concert	Baseball Field	7/23/06

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

Approve 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>
Andrea's Tours	LAC	Parking	Stadium Lot	3/15, 3/24, 11/14/06
LBCC Athletics	LAC	Hall of Champions Banquet	R Bldg.	3/23, 24/06
Andrea's Tours	LAC	Parking	Stadium Lot	2/17/06, 4/4-6/06, 5/1-5/5/06, 6/12-15/06, 7/26-28/06,

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				12/6-8/06
L.A. County Registrar	LAC	Supplies Pick up	Lot J	5/28/06
<u>Organization</u>	<u>Campus</u>	<u>Event</u>	<u>Facilities</u>	<u>Date</u>
City of L.B.	PCC	Juneteenth Parking	Lot 1	6/17/06
LBCC Women's Volleyball	LAC	Tournament	Small Gym	Tues. & Thurs. 7/18-27/06

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

Institutional Membership

Amend the 2005-06 Institutional Membership list to include:

Regional Hispanic Chamber of Commerce (Paid by Economic and Resource Development)	\$300
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It was moved by Member Uranga, seconded by Member McNinch, that the items on the Consent Agenda be approved and authorized.

The motion carried, all voting aye.

HUMAN RESOURCES

Ratification of District/CHI Collective Bargaining Agreement

It was moved by Member McNinch, seconded by Member Kellogg, that the Board approve ratification of the District/CHI Collective Bargaining Agreement.

The motion carried, all voting aye.

ACADEMIC SENATE (Title 5, Section 53203)

Certificates of Completion

It was moved by Member McNinch, seconded by Member Kellogg, that the Board approve Certificates of Completion for MRI Technology and Computer Tech A+ Program.

The motion carried, all voting aye.

SUPERINTENDENT-PRESIDENT

Superintendent-President's Report (Informative)

Dr. Kehoe extended congratulations to Randall Hernandez of Long Beach for his appointment to the State Board of Governors; he is the second Long Beach resident to be seated on this Board. Dr. Kehoe also noted that the State Board of Governors met on March

6 to discuss equalization and the distribution of those funds, if they survive the budgetary process.

ACADEMIC AFFAIRS

Sabbatical Report (Informative)

Don Berz, Interim Vice President of Academic Affairs, introduced Brent Sears, from the Architectural Design and Drafting Departments and Fred Beebe, Social Sciences Department/Business Division. Mr. Sears' project focused on 3-D computer architectural drawing/3-D modeling. Mr. Beebe's project included creating two new on-line classes, developing licensed lectures for courses and testing and tracking methods for learning outcomes.

STUDENT SUPPORT SERVICES

No Items, No Report

ADMINISTRATIVE SERVICES

Resolution, Authorizing Entering Into Settlement Agreement with Enron

It was moved by Member Otto, seconded by Member Uranga that the Board of Trustees Adopt Resolution No. 030706A, authorizing Long Beach Community College District to enter into a settlement agreement with Enron.

The motion carried, all voting aye.

Annual Report on Campus Crime (Informative)

Mr. Eloy Oakley, Executive Vice President, Administrative Services introduced Lieutenant Julie Prior of the Long Beach Police Department. In accordance with the Crime Awareness and Campus Security Act of 1990, Lieutenant Prior presented the annual statistical report on crimes occurring on the Long Beach City College campuses for the year 2005.

PACIFIC COAST CAMPUS

No Items, No Report

ECONOMIC AND RESOURCE DEVELOPMENT

No Items, No Report

ACADEMIC SENATE

No Items, No Report

TRUSTEES COMMUNICATIONS

None

NEW BUSINESS

There was no new business

FUTURE REPORTS

- Member Uranga requested additional reporting on Building/Facilities Implementation Program

- Member Uranga requested that Human Resources conduct a training/information session for the Board explaining terminology and processes of the classified service and the relationship between classified, academic and administrative branches of employees. This session might include the role of the Personnel Commission and provide tools in communicating between the three groups.

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.

Alta Costa, President of the Long Beach Council of Classified Employees, Local No. 6108, addressed the Board regarding the latest negotiated contract of the classified employees.

ADJOURNMENT

President Clark adjourned the meeting at 5:49 p.m. The next regular meeting of the Board of Trustees will be held on March 24, 2006. 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 a location to be arranged.

Assistant Secretary