

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

**Minutes of Meeting of
May 23, 2006**

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 May 23, 2006.

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 5:20 p.m., in Building FF, Dyer Assembly Hall, Pacific Coast Campus. President Uranga reported that, in closed session, no action was taken. President Uranga announced that he wanted to make the following statement:

On behalf of the Board of Trustees, with the advice of counsel, and in the spirit of providing transparent governance in the Long Beach Community College District, I make the following statement.

At the present time, the District and the Union for the classified employees, AFT Local 6108, are in mediation with respect to negotiating a successor master agreement. Negotiations are conducted through negotiation teams representing the Union and the Board of Trustees. As a part of that process, the District and the Union agreed, in their "Ground Rules for New Contract Negotiations" that, "Contract negotiation proposals will be mutually exchanged before discussion and/or negotiation of individual articles begin. Each team will come prepared for negotiations." The parties also agreed that, "All tentative agreements, by item, shall be dated and initialed by the Chief Negotiator for each side. Such agreements will not be implemented until settlement of the complete contract, unless it is agreed to implement the particular tentative agreement."

I bring this to everyone's attention because of the fact that individual Board members are not authorized to engage in negotiations. Rather, negotiations are conducted through the established negotiating teams for the Union and the Board of Trustees. The Board of Trustees

delegates the District negotiating team the authority to conduct negotiations and to participate in the negotiations process in accordance with collective bargaining regulations.

This is the usual and customary process in which contract negotiations are conducted. Because this is the process that we use, individual Board members will not respond to proposals. Instead, the Board of Trustees encourages both negotiation teams to continue to negotiate in good faith in order to seek a mutual resolution to differences in the agreement. The Board of Trustees supports the negotiation process and also supports the work being done by the Personnel Commission with respect to the current classification study.

It is our belief that through an inclusive process and through bi-partisan support, a mutually beneficial agreement may be reached.

Thank you.

PLEDGE OF ALLEGIANCE

Member Kellogg led the Pledge of Allegiance.

ROLL CALL

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

WELCOME AND INTRODUCTIONS

President Clark welcomed everyone to the meeting.

APPROVAL OF MINUTES

It was moved by Member Kellogg, seconded by Member Bowen, that the minutes of the meeting of May 9, 2006, be approved as distributed. The motion carried, all voting aye.

ORDERING OF THE AGENDA

Member Uranga announced that Item 13.2 was reordered to follow Item 1.2 and Item 10.1 was pulled from the agenda

REPORT OF BOARD OF TRUSTEES

Committee Reports

None

Update on Presidential Search Committee (Informative)

Member Clark announced that four firms had responded to proposals to organize a search committee; nine were sent out. The company's representatives will be interviewed and a selection made the week of May 29, 2006. Member Otto provided additional information on the search process.

Women's and Men's Resource Center Report: Youth Anti-Violence Conference (Informative)

Farley Herzek Interim Provost, PCC, introduced Anita Gibbins, Manager of the Women's and Means' Resource Center, to report on the Youth Anti-Violence Conference.

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.

Dr. Kehoe introduced Julie Kossick, Director of Human Resources, who will start the position in June.

The following items were part of the Consent Agenda

HUMAN RESOURCES (Academic)

Approve the following actions:

Appointments

Probationary Faculty – Second Contract	30
Probationary Faculty – Third Contract	11
Probationary Faculty – Permanent Employees	21

In-Service Changes

Stipends	1
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HUMAN RESOURCES (Classified)

Approve the following actions:

Appointments

Probationary	1
Permanent	1
Temporary	5
Exempt From the Merit System	13

Inservice Changes

Leave of Absence Without Pay	1
Mileage	3

Personnel Commission Actions

Bargaining Unit	1
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Separation from the District

Resignation	2
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FINANCE AND PURCHASING

Approve the following actions:

Budget Transfers

(a) Budget Transfer number 118866 for the Unrestricted General Fund 01, in the amount of \$3,325 as listed:

From:	Supplies	\$	2,959	
	Building Fixtures		<u>366</u>	\$ <u>3,325</u>

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To: Services and Operating Expenses	\$	639	
Equipment		<u>2,686</u>	\$ <u>3,325</u>

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

(b) Budget Transfer numbers 118871 and 118877 for the Restricted General Fund 12, in the amount of \$66,104 as listed:

From:	Classified Salaries	\$	31,849	
	Employee Benefits		9,855	
	Supplies		16,088	
	Services and Operating Expenses		6,981	
	Equipment		831	
	Student Payments		<u>500</u>	\$ <u>66,104</u>
To:	Academic Salaries	\$	15,511	
	Classified Salaries		2,762	
	Employee Benefits		4,905	
	Supplies		5,684	
	Services and Operating Expenses		28,324	
	Equipment		<u>8,918</u>	\$ <u>66,104</u>

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

(c) Budget Transfer number 118889 for the Contract / Community Education Fund 59, in the amount of \$5,000 as listed:

From:	Classified Salaries	\$	4,504	
	Employee Benefits		<u>496</u>	\$ <u>5,000</u>
To:	Services and Operating Expenses		<u>5,000</u>	\$ <u>5,000</u>

There are no budget transfers greater than \$25,000 for the Contract / Community Education Fund.

(d) Budget Transfer number 118865 for the Capital Projects Fund 61, in the amount of \$4,900 as listed:

From:	Construction and Additions	\$	<u>4,900</u>	\$ <u>4,900</u>
To:	Services and Operating Expenses	\$	<u>4,900</u>	\$ <u>4,900</u>

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

(e) Budget Transfer number 118585 for the General Obligation Fund 42, in the amount of \$4,900 as listed:

From:	Equipment	\$	<u>4,900</u>	\$ <u>4,900</u>
To:	Services and Operating Expenses	\$	<u>4,900</u>	\$ <u>4,900</u>

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

Salary Warrants

Ratify issuance of salary warrants listed on Register No. 4329 for the period of April 17, 2006 through April 28, 2006, in the amount of \$4,950,479.66 as listed:

Register No. 4329	Warrant Nos. 0745782 – 0745886	\$ 4,950,479.66
Issue Date 04/28/06		
	Total Salary Warrants Issued:	<u>4,950,479.66</u>

Commercial Warrants

Ratify issuance of commercial warrants for the period of April 17, 2006 through April 28, 2006 in the amount of \$2,941,432.48 as listed:

Period Ending April 21, 2006

Unrestricted General Fund	\$	119,531.56
Restricted General Fund		116,589.81
Child Development Fund		1,255.11
Capital Outlay Projects Fund		23,770.73
General Obligation Bond Fund		653,383.55
Community Services Contract Ed		558.96
Self Insurance Fund		451.36
Student Financial Aid Fund		276,170.36
Retiree Benefits Fund		2,430.76
Stadium Operations Fund		<u>1,015.01</u>

Total Period 1 Warrants: \$ 1,195,157.21

Period Ending April 28, 2006

Unrestricted General Fund	\$	1,093,422.41
Restricted General Fund		116,936.40
Child Development Fund		845.16
Capital Outlay Projects Fund		164,347.00
General Obligation Bond Fund		61,819.33
Community Service Contract Fund		108.55
Self Insurance Fund		20.00
Student Financial Aid Fund		23,304.47
Payroll Clearing Fund		270,674.80
Retiree Benefits Fund		13,938.15
Stadium Operations Fund		<u>859.00</u>

Total Period 2 Warrants: \$ 1,746,275.27

Commercial Warrants Total: \$ 2,941,432.48

Included in the total warrant expenditure of \$2,941,432.48 are the following payments greater than \$25,000, excluding employee benefits and utilities:

Unrestricted General Fund 01

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1. \$506,434 to United of Omaha Life Insurance, third (3rd) installment for the district's Supplemental Employee Retirement Plan.
2. \$ 27,886 to LanBlvd.Com, for two (2) Cisco catalyst network switches and 36 (thirty-six) mini cards for the new VOIP (Voice Over Internet Protocol) network system.
3. \$ 26,000 to Community College League, for the renewal of the Library database software subscription, July 1, 2006 through June 30, 2007. This purchase is jointly funded with TTIP (Telecommunications and Technology Infrastructure Program).

Restricted General Fund 12

1. \$ 62,881 to City of Long Beach, participation in the fees for the Workforce Investment Act Construction Apprenticeship Pathways Program.
2. \$ 25,200 to 790 KABC Talk Radio, for advertisement services, February 6, 2006 through February 24, 2006. This is a BFAP (Budget Financial Assistance Program) expenditure for student outreach.
3. \$ 13,549 to Community College League, for the renewal of the Library database software subscription from July 1, 2006 through June 30, 2007. This is a TTIP (Telecommunications and Technology Infrastructure Program) expenditure.

Capital Outlay Projects Fund 41

1. \$163,447 to Mel Smith Electric Inc., for the Learning Resource Center Project at the Liberal Arts Campus. This is jointly supported with bond funds.
2. \$ 23,771 to Robert Clapper Construction, for construction of the new Child Development Center, Pacific Coast Campus. This project is jointly supported with bond funds.

General Obligation Bond Fund 42

1. \$355,700 to Cordoba Corporation, for program management services for bond funded projects during February 2006.
2. \$183,200 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.
3. \$ 26,496 to Joyce Inspections & Testing, for onsite inspection services.
4. \$ 26,156 to Widom Wein Cohen O'Leary Terasawa (WWCOT), for architectural services to prepare the landscape, lighting, and signage master plan for bond construction projects.

5. \$ 13,521 to Mel Smith Electric, Inc. for water line relocation and central plant piping for the Learning Resource Center at the Liberal Arts Campus. This is jointly supported with state funds.

Budget Increase/(Decrease)

Restricted General Fund 12:

College of the Canyons / Small Business Development Center	\$	125,000
Loyola Marymount University / Small Business Development Center	\$	145,000

PURCHASING

Sole Source

Approve the “sole source” purchase from Evans & Sutherland Computer Corporation for a Digistar 3 SP/SP2 projection and audio system for the district’s planetarium project in the amount not to exceed \$220,000 including applicable taxes.

Background – Although Public Contract Code 20651 requires Community College Districts to competitively bid for maintenance services (\$15,000 or over) or materials and supplies (\$65,100 and over) it has been held by Los Angeles County Counsel that, where competitive proposals work an incongruity and unavailing as affecting the final result, or where it is practically impossible to obtain what is required and to observe such form, competitive bidding is not applicable. These components are exclusively manufactured by Evans & Sutherland and are entirely proprietary.

Bond Contract Amendments

CN 22004.6 – With Marlene Imirzian & Associates, Architects, Inc., Amendment #4, to increase the contract amount by \$1,200 for a total contract amount not to exceed \$1,551,995.00 to be paid with Measure E Bond Funds.

Background – Marlene Imirzian & Associates, Architects, Inc. provides architectural services for the design and construction of the East Campus Culinary Arts and Economic Development project. The additional services are required due to a change to the structural design criteria.

Contract Amendment

CN 99636.1 – With RDS Architects, Amendment #3, to increase the contract amount by \$400 for a total contract amount not to exceed \$73,308.70, paid with Measure E Bond Funds.

Background – Increase is for change order #2 submitted by the Contractor.

Change Order Ratification

CN 99607.5 – With Pinner Construction, Inc., Change Order #2, in the amount of \$55,136.05 for the new Industrial Technology Phase 2 project at the Pacific Coast Campus for a total contract amount not to exceed \$6,991,127.23. Total approved change orders represent .82% of the contract amount.

Background – Change Order #2 is for additional data/telecom work.

Approve the Selection of the Contractor

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Authorize the Executive Vice President, Administrative Services to approve the selection of the responsible contractor from the responsive bidders for the East Campus Building Demolition project at the East Campus site, to be paid with Measure E Bond Funds.

Background – Bid C0698 was advertised in the *Press-Telegram* on April 23 and 30, 2006. Bid opening is June 1, 2006. Contract for contractor selected will be submitted for ratification.

Agreement and Mutual Release

CN 22007.1 – Ratify – With Pinner Construction, Inc. for the District Facilities & Warehouse Complex project at the Liberal Arts Campus, to approve the Agreement and Mutual Release in the amount of \$302,906.

CN 22007.3 – Ratify – With Bon Air, Inc. for the Boiler Replacement project at the Liberal Arts Campus, to approve the Agreement and Mutual Release in the amount of \$114,147.60.

Completion of Contract

CN 22007.9 – With Floor Coverings Unlimited, Inc. for the Carpet Replacement Project O Trailers at the Liberal Arts Campus for a total fee of \$23,750. Project was completed on January 4, 2006.

Purchase Order Approvals/Ratifications

Authorize the issuance of purchase orders for the period April 17, 2006, through April 28, 2006, in the amount of \$371,700.98 as listed.

Background -	53765	\$ 396.95
	53771	\$ 2,234.29
	53819	\$ 25,976.69
	53870 – 53890	\$109,542.66
	53892 – 53896	\$ 3,492.17
	53898 – 53901	\$ 8,870.00
	59303 – 53983	<u>\$221,188.22</u>
	Total Amount	\$371,700.98

Included in the total amount of purchase orders of \$371,700.98 are the following items greater than \$25,000:

General Fund – Fund 01

PO 53881	Custodial supplies and equipment	
	Custodial services	
	Account No. 457000-01-653000-0000	\$7,195.98
	Account No. 646000-01-653000-0000	\$20,168.18
PO 53886	Computer hardware and software	
	Management Information Systems	
	Account No. 646000-01-678000-0000	\$29,787.14
	Account No. 566000-01-678000-0000	\$1,884.00
	Account No. 458000-01-678000-0000	\$2,868.00

General Obligation Bond Fund - Fund 42

PO 53939	VOIP hardware, software and maintenance contract	
	LAC Bond Projects	
	Acct. No. 458000-42-710400-5423	\$25,190.29
	Acct. No. 566000-42-710400-5423	\$10,865.00
	Acct. No. 647000-42-710400-5423	\$19,030.07
PO 53940	Networking tape prep service and software	
	LAC Bond Projects	
	Acct. No. 457000-42-710400-5423	\$179.52
	Acct. No. 646000-42-710400-5423	\$4,193.27
	Acct. No. 647000-42-710400-5423	\$17,170.93

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 93024.3 – Ratify – Amend – With 3950 Paramount Investors, LLP to change the name of the owner to Wing Office Park, LP, a California limited partnership, for use of facilities to house the Economic & Resource Development Corporate offices, effective May 1, 2006. All checks to be forwarded to the new property management company: WRA Property Management, Inc.

CN 93115.4 – Amend – With – City of Long Beach, to provide use of the city’s Fire and Police Academies and instructional services for Administration of Justice students, to extend the termination date from June 30, 2006 to June 30, 2007, for the amount of \$700,000.

CN93129.9 – Amend – With California Gang Investigators Association, to provide use of facilities and instructional services for Administration of Justice students, effective July 1, 2006, through June 30, 2007, for the amount of \$55,000.

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>
Oxford seminars	LAC	Seminars	W133	Sat. & Sun.
City of L. B.	LAC	Seminar	Auditorium	6/7, 8/06
Vietnamese Club	LAC	Athletic Competition	Small Gym	Sat. & Sun. 7/22-30/06
Vietnamese Club	LAC	Track Meet	Stadium	7/23/06

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Orange County	LAC	Car Show Classic Chevy Club	Stadium Lot	8/11, 12/06
Top Knotch Promotions	LAC	Basketball Tournament	Large Gym	8/13/06
Champion Youth	LAC	Karate Competition	Large Gym	8/27/06

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>
Foster and Kinship 6/12/06	PCC	Workshops	Trailer #1, Student Center	5/24-
LBCC Basketball	LAC	Training	Large Gym	Tue., Thur., Fr. 5/30-7/7/06
LBCC Women's Basketball	LAC	Fundraiser	Large Gym	6/24-7/15/06
H. S. Assessment	LAC	Testing	Cafeteria	6/24, 7/15/06
LBCC Men's Basketball	LAC	Fundraiser	Large Gym	7/3-7/28/06
LBCC Track	LAC	Track Instruction	Stadium	7/10-13/06
Avon Foundation	LAC	Walk for Breast Cancer Expo	Small Gym, Dance Hall	7/15/06
Avon Foundation	LAC	Walk for Breast Cancer Training	Quad, Lots G & H	8/6/06

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

It was moved by Member Kellogg, seconded by Member Clark, that the Board of Trustees to approve and authorize items on the Consent Agenda.

The motion carried, all voting aye.

HUMAN RESOURCES
Personnel Commission Annual Budget 2006-2007

The 2006-2007 Personnel Commission Annual Budget was presented to the Board for concurrence.

All members of the Board were in concurrence.

Description of the Role and Function of the Personnel Commission and Classification Study Report (Informative)

Bruce Crockard, Interim Director of Human Resources, described the role and function of the Personnel Commission in the classified service and provide information on the classification study to the Board of Trustees.

ACADEMIC SENATE (Title 5, Section 53203) Certificate of Completion

It was moved by Member Clark, seconded by Member Kellogg, that the Board of Trustees approve the Associate Private Music Instructor Certificate of Completion.

The motion carried, all voting aye

Revisions to Policy on Change of Grades (No. 4003)

It was moved by Member Kellogg, seconded by Member Clark, that the Board of Trustees approve the Academic Senate recommendation approve Policy 4003 on Change of Grades.

The motion carried, all voting aye

Revisions to Administrative Regulations on Change of Grades (No. 4003) (Informative)

Administrative Regulations 4003 on Change of Grades was updated and adopted by the Committee on Curriculum and Instruction to reflect changes to Title 5 Section 55760.

Computer Proficiency Graduation Requirement to be Replaced by Information Competency Graduation Requirement

It was moved by Member Kellogg, seconded by Member Clark, that the Board of Trustees approve, for fall 2006 the replacement of Computer Proficiency Graduation Requirement with the Information Competency Graduation Requirement

The motion carried, all voting aye

New Course Recommendations

It was moved by Member Kellogg, seconded by Member Clark, that the Board of Trustees approve two new courses for Fall 2007.

SCHOOL OF BUSINESS & SOCIAL SCIENCES

ADJUS 250L, Basic Law Enforcement Training (5.0)
HISTORY 11H, Honors History/Modern America (3.0)

The motion carried, all voting aye

SUPERINTENDENT-PRESIDENT (Informative)

Dr. Kehoe provided updates on several bills:

- SB361 - outlines funding for community colleges and provides funds for equalization
- SB1709 - supports the master plan for higher education
- AB3015 - describes distribution of funds for community college equalization
- SB1290 - would alleviate the requirement for community colleges from complying with the Field Act during construction, bringing community colleges in line with University of California and California State University guidelines
- AB2951 - clarify the intent of capital facilities fees

Dr. Kehoe then reviewed the process for bill passage and deadlines for approval. She thanked the Board for their support for her and the Community College League.

Dr. Kehoe assured the Board Members that they would, in the future, be receiving copies of “In the Loop”, the campus newspaper. She announced that Dr. Beverly O’Neill will be the speaker at commencement this year. She noted many letters and certificates from distinguished public officials, recognizing the opening of the new Child Development Center.

ACADEMIC AFFAIRS

Sabbatical Reports (Informative)

Don Berz, Interim Vice President of Academic Affairs, introduced William Brazda, from the ESL Department. Mr. Brazda’s report was on reducing accents and improving pronunciation. Mr. Berz then introduced Ms. Mildred Zepeda, from the Counseling Department, who presented her report on receiving re-training in a second discipline.

STUDENT SUPPORT SERVICES

No Items, No Report

ADMINISTRATIVE SERVICES

Governor’s Revised May Budget Report (Informative)

Dr. Duane Lowe, Director, Fiscal Operations, presented a report regarding the Governor’s “May Revise” state budget.

PACIFIC COAST CAMPUS

Update on the Pacific Coast Campus (Informative)

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

ECONOMIC AND RESOURCE DEVELOPMENT

No Items, No Report

ACADEMIC SENATE

No Items, No Report

TRUSTEES COMMUNICATIONS

President Uranga noted the celebration at the new Child Development Center.

NEW BUSINESS

None

FUTURE REPORTS

Future Reports or Discussion Items Requested by Board Members:

- Additional reporting on Building/Facilities Implementation Program
- Member Uranga requested an update on the Presidential search at the June meeting

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, and classified employees, Jacquie Lang-Wilvers, Dana Thompson and Barbara Herzog addressed the Board regarding the latest negotiated contract of the classified employees.

ADJOURNMENT

President Uranga adjourned the meeting at 7:10 p.m. A special meeting for final selection of the search firm which will assist the Board of Trustees in the recruitment of a new Superintendent-President will be held on May 30, 2006 at the Liberal Arts Campus, Ruth Todd Concert Hall, Building G122, 4:00 p.m.

The next regular meeting of the Board of Trustees will be held on June 27, 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. in Building I, Liberal Arts Campus.

Assistant Secretary