

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

**Minutes of Meeting of
July 12, 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 July 12, 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 5:03 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

Felton Williams led the Pledge of Allegiance.

ROLL CALL

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

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 28, 2005, be approved as distributed. The motion carried, all voting aye.

ORDERING OF THE AGENDA

Item 10.1, Academic Affairs-Electronics/Electricity Department Robotics Competition Report was moved to follow the report of the Student Trustee.

REPORT OF BOARD OF TRUSTEES

Reappointment to the Citizens Oversight Committee

It was moved by Member Kellogg, seconded by Member McNinch, that the Board reappoint the following member to the Citizens Oversight Committee for a second term of office, representing the following group as noted:

Angel J. Perea, representing the Community At Large

The motion carried, all voting aye.

Campaign for College Opportunity Endorsement

It was moved by Member McNinch, seconded by Member Kellogg, that the Board take action to endorse the Campaign for College Opportunity.

The motion carried, all voting aye.

Committee Reports

There were no reports.

Recognition of Service

The Board recognized Dr. Arthur Byrd in his retirement from Long Beach Community College District, wished him well and said he will be missed. He was presented with flowers and a plaque in appreciation for his leadership, dedication, and service to Long Beach Community College District from November 6, 2000, to August 15, 2005.

STUDENT TRUSTEE

There was no report.

ACADEMIC AFFAIRS

Robotics Competition Report (Informative)

Farley Herzek, Dean, School of Trades and Industrial Technologies, introduced Leonard Fellman and Scott Fraser, Electronics/Electricity Department Head, who introduced his Robotics students who had recently been in a national Robotics competition in Texas where they competed against very prestigious four-year universities and won the competition. They did a PowerPoint presentation showing how the robot was built and the resources they used to build it.

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.

President Clark pulled Item 6.10 from the Consent Agenda.

The following items were part of the Consent Agenda

HUMAN RESOURCES (Academic)

Approve/ratify the following actions:

Appointments

Administrative Employment – Contract Approval

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Hourly Instructors – Summer 1
Hourly Counselors – Summer 11

In-Service Changes

Change of Assignment – Administrative 2

Separation From Employment

Retirement – Management Team 1

HUMAN RESOURCES (Classified)

Approve/ratify the following actions:

APPOINTMENTS

Probationary 3
Temporary 65
Exempt From the Merit System 202

INSERVICE CHANGES

Mileage 1
Changes and Modifications 1

SEPARATION FROM THE DISTRICT

Leave of Absence with Pay 1
Leave of Absence without Pay 1
Resignation 3

FINANCE AND PURCHASING

Approve the following actions:

FINANCE

Appropriation Transfers

(a) Appropriation Transfer numbers 114925, 114930 and 115002 for the Unrestricted General Fund 01, in the amount of \$2,624 as listed:

From: Supplies	\$	563	
Equipment / Building Fixtures		<u>2,061</u>	\$ <u>2,624</u>
To: Supplies	\$	1,497	
Services and Operating Expenses		823	
Equipment		<u>304</u>	\$ <u>2,624</u>

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

(b) Appropriation Transfer numbers 114959, 114992 and 115001 for the Restricted General Fund 12, in the amount of \$99,218 as listed:

From: Academic Salaries	\$	1,918
Classified Salaries		21,000
Employee Benefits		3,344

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Supplies	17,444	
Services and Operating Expenses	46,680	
Equipment	<u>8,832</u>	\$ <u>99,218</u>
To: Classified Salaries	\$ 4,070	
Employee Benefits	529	
Supplies	30,537	
Student Payments	<u>64,082</u>	\$ <u>99,218</u>

Included in the appropriation transfers of \$99,218 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>
115001	522600-12-646000-0710	Financial Aid	\$ 14,446
	522500-12-646000-0710	Financial Aid	14,495
	<u>To</u>		
	457000-12-646000-0710	Financial Aid	\$ 28,941

From Conference-Classified and Conference-Management/Confidential to Supplies.

(c) Appropriation Transfer number 114957 for the Contract/Community Education Fund 59, in the amount of \$35 as listed:

From: Supplies	\$ <u>35</u>	\$ <u>35</u>
To: Services and Operating Expenses	\$ <u>35</u>	\$ <u>35</u>

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

Salary Warrants

Ratify issuance of salary warrants listed on Register No. 4266 through Register No. 4267 for the period of June 13, 2005, through June 17, 2005, in the amount of \$236,955.19 as listed:

Register No. 4266 Issue Date 06/16/05	Warrant Nos. 0737314– 0737332	\$ 36,613.19
Register No. 4267 Issue Date 06/16/05	Warrant Nos. 0737333– 0737356	\$ 200,342.00
	Total Salary Warrants Issued:	\$ <u>236,955.19</u>

Commercial Warrants

Ratify issuance of commercial warrants for the period of June 13, 2005, through June 17, 2005, in the amount of \$1,299,046.88 as listed:

Period Ending June 17, 2005	
Unrestricted General Fund	\$ 263,517.37
Restricted General Fund	186,581.73
Child Development Fund	7,030.55

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Capital Outlay Projects Fund	18,458.60
General Obligation Bond Fund	582,499.23
Community Services Contract Fund	656.00
Self Insurance Fund	117.85
Student Financial Aid Fund	215,571.46
Payroll Clearing Fund	15,623.53
Stadium Operations Fund	<u>8,990.56</u>

Total Period 1 Warrants: \$ 1,299,046.88

Commercial Warrants Total: \$ 1,299,046.88

Included in the warrant total expenditure of \$1,299,046.88 are the following payments greater than \$25,000, excluding employee benefits and utilities:

Unrestricted General Fund 01

1. \$ 37,500 to Keenan & Associates, for Workers' Compensation claims administration.
2. \$ 36,333 to ASB (Associated Student Bank) Enterprises, for purchases made for the Liberal Arts and the Pacific Coast Campuses.

General Obligation Bond Fund 42

1. \$ 482,429 to Bovis Lend Lease, for bond funded program management services, May 2005.
2. \$ 28,408 to Porter Boiler Service, Inc., for boiler project on Building R.

Budget Increase/ (Decrease)

Restricted General Fund 12:

Telecommunications and Technology Infrastructure Program	\$ 11,472
Cooperative Agencies Resource for Education	\$ (47,935)

Student Financial Aid Fund 74:

Cooperative Agencies Resource for Education	\$ 47,935
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PURCHASING

Bond Contract Awards

CN 22005.4 – With MAAS Companies for Building/Facilities Implementation Program, effective July 1, 2005, through June 30, 2006, for a total contract amount not to exceed \$120,000.

CN 22007.7 – With 2H Construction for the ADA Improvement Project, Building A, G, and J at the Liberal Arts Campus in an amount not to exceed \$160,000 to be paid with Measure E Bond Funds.

CN 22014.1 – With Public Agency Law Group, to provide legal services for bond related matters on an as-needed basis, effective July 1, 2005, through June 30, 2006, for a total contract amount not to exceed \$50,000.

Contract Awards

CN 99631.5 – With Los Angeles County Office of Education (LACOE) to provide financial services interface with PeopleSoft, effective July 1, 2005, through June 30, 2006, in the amount not to exceed \$40,300.

CN 99637.2 – With Farnsworth Trade Management International, to provide export/import consulting services, effective July 1, 2005, through June 30, 2006, for a total contract amount not to exceed \$4,500.

CN 99637.3 – With American Care Givers for the Elderly Care training program, effective July 1, 2005, through June 30, 2006, for a total contract amount not to exceed \$78,000.

CN 99637.4 – With National Tax Credit Group, LLC, for workstudy placement for CalWORKS, effective July 1, 2005, through June 30, 2006, for a total contract amount not to exceed \$6,000.

Bond Contract Amendments

CN 22003.2 – With Bovis Lend Lease for program management services for bond and state funded projects, Amendment #3, to change the termination date from June 30, 2005, to June 30, 2006, and increase the contract amount by \$5,989,918 plus \$120,000 for reimbursables, for an amount not to exceed \$6,109,918 for the 2005-2006 fiscal year.

CN 22003.5 – With Adorno, Yoss, Alvarado, & Smith, Amendment #2, for legal services for bond related matters, to change the termination date from June 30, 2005, to June 30, 2006, and increase the contract amount by \$100,000 for a total contract amount not to exceed \$200,000 to be paid with Measure E Bond Funds.

CN 22005.1 – With Marlene Imirzian Architects & Associates, Amendment #2, for master planning services, to change the termination date from June 30, 2005, to June 30, 2006, and increase the contract amount by \$60,000 for a total contract amount not to exceed \$416,800 to be paid with Measure E Bond Funds.

CN 22005.2 – With RMA Construction Services, Inc., Amendment #5, to provide construction consulting, owner representation services and technical support services for bond and state funded construction on an as-needed-basis, to change the termination date from June 30, 2005, to June 30, 2006 and increase the contract amount by \$600,000 for a total contract amount not to exceed \$1,525,377.55, to be paid with Measure E Bond Funds.

Contract Amendments

CN 99590.2 – With Mobile Modular Management Corporation, Amendment #4, for the lease of modular buildings for the CalWORKS Program, to change the termination date from June 30, 2005, to June 30, 2006, in the amount of \$25,041.96.

CN 99606.1 – With Waste Management of Los Angeles, Amendment #16, for disposal of waste rubbish and wet garbage to extend the termination date from June 30, 2005, to June 30, 2006, at

an annual cost of approximately \$106,000 depending on frequency of pick-ups. The cost includes an increase of 5%.

CN 99625.7 – With California School of Notary Public, Amendment #1, for training workshops for certification as a California Notary Public and Loan Signing Specialist, to change the termination date from June 30, 2005, to June 30, 2006, and increase the contract by \$18,480 for a total contract amount not to exceed \$33,180.

CN 99625.9 – With Eric R. Foster to provide export/import consulting services, Amendment #1, to change the termination date from June 30, 2005, to June 30, 2006, and increase the contract amount by \$10,000 for a total contract amount not to exceed \$20,000.

CN 99627.7 – With Caldwell Architects, Amendment #2, to provide technology consulting for the Learning Resource Center at the Pacific Coast Campus, to increase the contract by \$55,950 for a total contract amount not to exceed \$559,404 to be paid with Prop 55 funds.

CN 99627.9 – With Caldwell Architects, Amendment #3, to provide technology consulting services for the renovation of the Learning Resource Center at the Liberal Arts Campus, to increase the contract by \$61,350 for a total contract amount not to exceed \$931,100 to be paid with Prop 55 funds.

CN 99634.1 – With Jaime Serrano, Amendment #2, for consultation and recruitment for the Export Readiness Training, to change the termination date from June 30, 2005, to June 30, 2006, and increase the contract by \$10,000 for a total contract amount not to exceed \$40,500.

CN 99634.2 – With Aldaron, Inc., Amendment #1, for program development and conducting roundtable sessions on Intelligent Transportation Systems, to change the termination dates from June 30, 2005, to June 30, 2006, and increase the contract amount by \$25,000 for a total contract amount not to exceed \$85,000.

Change Orders

CN 22007.1 – Ratify – With Pinner Construction Co., Change #3, #4, #5, #6, and #7 for the District Facilities and Warehouse Complex (Tech Phase 2 – Interim Facility) at the Liberal Arts Campus in the amount of \$75,484.06, \$44,300.66, \$83,701.11, \$19,121.60 and \$43,912.53 respectively, for a total contract amount not to exceed \$8,598,079.30.

Amendments to Board Action

CN 99627.7 – With Caldwell Architects, Inc., for architectural services for the design and construction of the new Learning Resource Center at the Pacific Coast Campus, to increase the contract amount to include \$8,956 for additional services to provide a revised Final Project Proposal for a total contract amount of \$503,454, to be paid with Prop 55 funds.

CN 99628.2 – With Joyce Inspections and Testing Inc., Amendment #4, for inspection services to change the contract not to exceed amount from \$800,000 to \$825,000.

Donation of Surplus to Other Agencies

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Declare twelve student desk chairs as surplus property and approve, by unanimous vote of those members present, the donation to the Long Beach Boys & Girls Club of America according to Education Code 81452.

Purchase Order Approvals/Ratifications

Authorize the issuance of purchase orders for the period June 6, 2005, through June 17, 2005, in the amount of \$72,426.82 as listed.

51238 - 51259	\$ 72,426.82
Total Amount	\$72,426.82

Included in the total amount of purchase orders of \$72,426.82 are the following items greater than \$25,000:

General Fund – Fund 01

PO 51259	Lease of 12 passenger vans Transportation and ASB	
	Account No. 564000-01-677700-0000	\$19,006.54
	Account No. 564000-01-699900-0000	\$19,006.54

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 05001-0 – Ratify – With City of Long Beach for security services at the Veterans Stadium events, to extend the termination date from June 30, 2005, to June 30, 2006, for the amount of \$37,900.

CN 93108.7 – Ratify – Amend – With the City of Long Beach for use of the radio transmitter facility, Signal Hill, for radio repairs provided during the 2004-05 fiscal year, in the amount of \$428, for a total contract amount of \$5,063.

CN 93111.4 – Ratify – Amend – With the National Conference for Community and Justice, to provide facilitation services on behalf of District and Academic Senate, to extend the termination date from June 30, 2005, to June 30, 2006, for the amount of \$10,000, for the 2005-06 fiscal year.

CN 93122.9 – Ratify – With Chef Du Jour, Inc., to provide lunch for children enrolled in the District's Child Development Centers for both campuses, effective July 1, 2005, through June 30, 2006, for the amount of \$35,000.

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CN 93123.1 – With the California Department of Education, Nutrition Services, to provide funding through the Child Care Food Program, effective October 1, 2005, through September 30, 2006. Amount of funding is \$23,000.

CN 93123.2 – Ratify – With the U. S. Department Environmental Protection Agency, for the District to comply with hazardous materials handling and storage regulation compliance and to agree to perform an environmental compliance promotion Supplemental Environmental Project (SEP), effective May 25, 2005, for an assessment amount of \$8,110.

CN 93123.3 – Ratify – With Digital Techniques, LLC, for the District to provide one week of intensive training on, “The Flow of Goods and Maritime Law,” through the office of the Center for International Trade Development, effective July 11, 2005, through July 15, 2005. Amount of funding for training services provided is \$12,206.

CN 93123.4 – Ratify – With the City of Long Beach, for the District to provide a 10-week Construction Apprentice Pathways (CAP) training program to designated Long Beach residents referred by the Career Transition Center, effective March 22, 2005, through February 28, 2006. Amount of funding is \$52,885.

CN 93123.5A – Ratify – With the State of California, Employment Development Department, to provide funding for ten Construction Apprentice Preparation (CAP) classes, effective March 1, 2005, through March 31, 2006. Amount of funding is \$360,922, with the District serving as Lead Agency.

CN 93123.5B – Ratify – With the State of California, Employment Development Department, in partnership with the City of Long Beach, for the District to provide ten Construction Apprentice Preparation (CAP) classes, effective March 31, 2005, through March 31, 2007. Amount of funding is \$438,714, with the District serving as lead fiscal agent.

CN 95003.2 – Ratify – Amend – With Vision Service Plan, to provide vision coverage for all District employees and their dependents, to extend the termination date from June 30, 2005, to June 30, 2006. The rate will remain at \$1.90 per person. Benefit eligibility has been changed to the fiscal year, rather than from the last date of service, effective July 1, 2005.

CN 95003.3 – Amend – With Los Angeles Regionalized Insurance Services Authority (LARISA) to purchase Kaiser Permanente Medical insurance for eligible District employees and dependents at a composite rate of \$664.50 per employee per month. Associated Student Body (ASB) employees/dependents, COBRA, and District retirees’ coverage would be purchased at various monthly and quarterly premiums, effective October 1, 2005, through September 30, 2006.

CN 95003.5 – Ratify – Amend – With Blue Cross of California for the Prudent Buyer plan for eligible District employees, Associated Student Body (ASB) employees, and retirees, effective July 1, 2005, through June 30, 2006, for a fee of \$948.59 per employee per month for academic, classified, and ASB groups, and a fee of \$930.47 per employee per month for the administrator group.

CN 95003.7 – Ratify – Amend – With Delta Dental Plan of California as Administrator of the Long Beach Community College District self-insurance program for eligible employees and

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dependents at an administration fee of \$9.52 per employee per month, effective July 1, 2005, through June 30, 2006.

CN 95003.8 – Amend – With Private Medical Care, Inc., (PMCI) to provide a prepaid dental care plan at a rate of \$36.94 per month, effective October 1, 2005, through September 30, 2006.

CN 95004.1 – Amend – With Blue Cross of California – California Care, for eligible District employees, their dependents and Associated Student Body (ASB) employees, effective July 1, 2005, through June 30, 2006, for a fee of \$592.39 per employee per month.

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</u>
Long Beach Parks & Recreation	LAC	Sunday Baseball	Baseball Field	Sundays 6/12-9/25/05
Long Beach Model T Club	LAC	Auto Parts Exchange	Stadium Lot	7/28-29/06
Avon Products	LAC	Training	Quad, Parking Lots G & H	8/14/05
Resource Center	LAC	Meeting	Nordic Lounge	10/21/05

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>
City of Long Beach	LAC	10 Parking spots	Stadium Lot	6/20/05 - 6/30/06
Long Beach Symphony Orchestra	LAC	Parking	Stadium Lot	7/25/05
Baseball Resource	LAC	Recruitment	Baseball Field	7/30, 31/05
LBCC Women's Basketball	LAC	Fundraiser	Large Gym	8/2, 4, 5/05

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

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)

There was no report.

SUPERINTENDENT-PRESIDENT

Superintendent-President's Report

Superintendent-President Kehoe reported that the Governor signed the state budget, and thanked everyone for their efforts on the equalization. There is \$30 million out of the \$80 million in the budget that was signed by the Governor, so there was a partial success in equalization. President Kehoe mentioned to the Board that one of our faculty members, Julian Del Gaudio, had some surgery and was in the hospital and is now suffering some paralysis, but now is at home and going through physical therapy. President Kehoe said that Janice Tomson saw him recently, and offered her an opportunity to say a few words. Janice Tomson shared that Julian teaches History and he's been very active in the school and with the students and he did have successful heart surgery. He's doing rehab and his spirits are great and he's always been athletic, so it's just a different kind of athleticism now. He's planning on teaching in the fall, doing something on distance learning and on campus as well. President Clark wished him well and hopes it works out for the best, and sends the Board's best wishes for a speedy recovery.

STUDENT SUPPORT, PLANNING AND RESEARCH

Student Health Fee Increase, First Reading

It was moved by Member Kellogg, seconded by Member McNinch, that the Board of Trustees receive for first reading the proposal to increase the student health fee from the current rate of \$13 per student for the fall and spring semesters to the allowable rate of \$14, and from the current rate of \$10 per student for the summer sessions to the allowable rate of \$11, effective spring semester 2006, and direct staff to make the proposal available in the Superintendent-President's Office for review by staff, students, and the public. Further, that action be taken at a subsequent meeting on this item.

No vote was taken because the item was presented for First Reading and no action is required.

ADMINISTRATIVE SERVICES

Quarterly Bond Update (Informative)

The Executive Vice President, Administrative Services, Eloy Oakley discussed the status of consultants and projects in the Bond Construction Program, including capital projects constructed with state Proposition 1A, Proposition 47 and Proposition 55 funds as well as local Measure "E" Bond funds.

PACIFIC COAST CAMPUS

There was no report.

ECONOMIC AND RESOURCE DEVELOPMENT

There was no report.

ACADEMIC SENATE

There was no report.

TRUSTEES COMMUNICATIONS

There were no communications.

STUDY SESSION:

Institutional Effectiveness

Dr. Fred Trapp, Facilitator, gave a PowerPoint presentation on the highlights of Institutional Effectiveness.

Member Kellogg left the meeting at 5:50 p.m.

Board Self-Evaluation

Dr. Linda Umbdenstock, Facilitator, gave an overview and plan to review at the Board Retreat, a special meeting to be held on August 19.

NEW BUSINESS

There was no New Business.

FUTURE REPORTS

There are still two future reports: Overview of Book Store Activities and Possibility of Renting Textbooks, and Report on LBCC's Outreach & Marketing Strategies.

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.

Vice President Byrd asked if he could have a brief opportunity to address the Board. Dr. Byrd thanked the board for providing him with an opportunity to work here over the last five years. Over the last 18 years as a vice president, he has had the opportunity to work under different boards and he wanted to say that this board, in terms of its dedication to its responsibility, its carrying out of those responsibilities, its conscientiousness about this District, is certainly second to none. Dr. Byrd said that this District is very fortunate to have these particular members, elected officials, making policy and out working on behalf of this District. Dr. Byrd thanked Superintendent-President, Dr. Kehoe, for providing him with an opportunity to be here, for her mentorship, her wisdom, her vision for this District, and her outstanding leadership. Dr. Byrd thanked his colleagues in administration, faculty, staff, and students. Dr. Byrd is hopeful that he was able to make a contribution to Long Beach City College. Although he is leaving, he will not forget Long Beach City College, or Long Beach, and he will forever be a Viking! President Clark said it's having very fine administrative officers like Dr. Byrd that makes it much easier for the Board to function. Superintendent-President Kehoe announced that Dr. Byrd will be retiring from the California system and we are planning a reception October 7, so he will be back with us and we will invite not only all our colleagues, but colleagues from other colleges that he has served, here to Long Beach City College for a reception.

ADJOURNMENT

President Clark adjourned the meeting at 6:55 p.m. The next regular meeting of the Board of Trustees will be held on August 23, 2005. The first order of business will be adjournment to a

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closed session, as needed. The Board will reconvene in open session at 5:00 p.m. in Building I, Liberal Arts Campus.

Assistant Secretary