

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

**Minutes of Meeting of
September 27, 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 September 27, 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 5:00 p.m., in the Board Room, Building I, Liberal Arts Campus. President Clark reported that, in closed session, no action was taken.

PLEDGE OF ALLEGIANCE

Member Uranga led the Pledge of Allegiance.

ROLL CALL

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

WELCOME AND INTRODUCTIONS

President Clark welcomed everyone to the meeting and acknowledged the presence of the Personnel Commission. John Tortarolo introduced the Commissioners.

APPROVAL OF MINUTES

President Clark noted the corrections to the minutes for September 13 as himself being absent and that it was Vice President McNinch that adjourned the meeting, not President Clark. It was moved by Member Uranga, seconded by Member McNinch, that the minutes of the meeting of September 13, 2005, be approved as corrected. The motion carried, all voting aye.

ORDERING OF THE AGENDA

President Clark ordered that 11.2 be moved up to the beginning, right after the Consent Agenda.

REPORT OF BOARD OF TRUSTEES

Announcement of Board Appointment to Personnel Commission (Informative)

The Board of Trustees announced its intention to reappoint Richard Gaylord to the Personnel Commission for a three-year term commencing December 1, 2005, and ending at noon on December 1, 2008.

Committee Reports

There were no reports.

STUDENT TRUSTEE

Trustee Tanskul reported on the Katrina relief efforts by the students, college, and community, through various events, including blood donations and also upcoming ASB activities.

PUBLIC COMMENTS ON AGENDA ITEMS

Members of the public were given opportunity to address the Board of Trustees on any item prior to or during the Board's consideration of that item. There were no comments.

The following items were part of the Consent Agenda

HUMAN RESOURCES (Academic)

Approve/ratify the following actions:

Appointments

New Contract Faculty	2
Hourly Instructors-Fall	460
Hourly Counselor-Fall	17
Hourly Librarian-Fall	3
Hourly Coordinator-Fall	4
Hourly Reader-Fall	22
Stipends	23

In-Service Changes

Change of Salary-Contract	3
Change of Title	1
Sabbatical Leave	1

HUMAN RESOURCES (Classified)

Approve/ratify the following actions:

Appointments

Probationary	7
Temporary	5
Exempt From the Merit System	74

INSERVICE CHANGES

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Changes and Modifications 1

SEPARATION FROM THE DISTRICT

Resignation 1

FINANCE AND PURCHASING

Approve the following actions:

FINANCE

Budget Transfers

There are no budget transfers for this period.

Salary Warrants

Ratify issuance of salary warrants listed on Register No. 4278 through Register No. 4281 for the period of August 29, 2005, through September 9, 2005, in the amount of \$6,122,022.73 as listed:

Register No. 4278 Issue Date 08/31/05	Warrant Nos. 0738443 – 0738555	\$ 4,762,857.11
Register No. 4279 Issue Date 09/09/05	Warrant Nos. 0738556 – 0738807	\$ 780,438.84
Register No. 4280 Issue Date 09/09/05	Warrant Nos. 0738808 – 0738862	\$ 213,336.43
Register No. 4281 Issue Date 09/09/05	Warrant Nos. 0738863 – 0739280	\$ 365,390.35
Total Salary Warrants Issued:		<u>\$ 6,122,022.73</u>

Commercial Warrants

Ratify issuance of commercial warrants for the period of August 29, 2005, through September 9, 2005, in the amount of \$4,820,861.57 as listed:

Period Ending August 26, 2005		
Unrestricted General Fund	\$	779,486.20
Restricted General Fund		97,486.20
Child Development Fund		712.30
Capital Outlay Projects Fund		221,490.78
General Obligation Bond Fund		466,671.60
Community Service Contract Ed		21,112.00
Student Financial Aid Fund		296,461.79
Retiree Benefits Fund		1,767.57
Stadium Operations Fund		<u>4,187.14</u>
Total Period 1 Warrants:		<u>\$1,889,241.29</u>
Period Ending September 2, 2005		
Unrestricted General Fund	\$	225,796.45

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Restricted General Fund	42,729.99
Child Development Fund	2,043.65
Capital Outlay Projects Fund	235,752.44
General Obligation Bond Fund	419,914.35
Community Service Contract Ed	530.75
Student Financial Aid Fund	751,353.85
Payroll Clearing Fund	286,443.20
Stadium Operations Fund	<u>3,992.29</u>

Total Period 2 Warrants: \$ 1,968,556.97

Period Ending September 9, 2005

Unrestricted General Fund	\$ 269,468.73
Restricted General Fund	34,183.10
General Obligation Bond Fund	91,251.24
Community Service Contract Ed	640.00
Self Insurance Fund	5,716.46
Student Financial Aid Fund	556,665.13
Payroll Clearing Fund	3,956.57
Stadium Operations Fund	<u>1,182.08</u>

Total Period 3 Warrants: \$ 963,063.31

Commercial Warrants Total: \$ 4,820,861.57

Included in the warrant total expenditure of \$4,820,861.57 are the following payments greater than \$25,000, excluding employee benefits and utilities:

Unrestricted General Fund 01

1. \$185,803 to Long Beach Police Department, for security services June 2005.
2. \$140,148 to Protected Insurance Program for Schools, membership installments for Workers' Compensation Joint Powers Authority.
3. \$56,309 to Verizon, continued service maintenance for telephone switches, August 1, 2005, through July 31, 2006.
4. \$35,728 to CA Gang Investigators Association, for Instructional Services Agreement, Summer 2005.
5. \$25,164 To Empire Cleaning Supply, for custodial cleaning supplies.

Capital Outlay Projects Fund 41

1. \$168,130 to Caldwell Architects Inc., for construction and design services for the Learning Resource Center, Liberal Arts Campus.

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2. \$134,079 to City National Bank, quarterly lease purchase payment for Honeywell mechanical retrofit and energy project.
3. \$ 38,419 to Pinner Construction Co., Inc., for replacement of Technology Buildings SS and TT on the Pacific Coast Campus, May 2005.
4. \$ 30,541 to Rachlin Architects, Inc., architectural services for the Industrial Technology Complex, Phase I, Pacific Coast Campus.

General Obligation Bond Fund 42

1. \$396,125 to Pinner Construction Co., Inc., for new District Facility and Warehouse Complex at the Veteran Stadium parking lot.
2. \$201,375 to Bon Air, Inc., for replacement of boiler and electrical upgrade in the Men's Gym, Liberal Arts Campus.
3. \$188,120 for Rachlin Architects, Inc., architectural services for infrastructure site improvements on the Liberal Arts and the Pacific Coast Campuses.
4. \$ 97,401 to Torres Construction, Inc., for Building P exterior improvements, Liberal Arts Campus, from June 22, 2005, through July 18, 2005.

PURCHASING

Bond Contract Awards

CN 22009.2 – Ratify – With Leighton Consulting, Inc. for Geotechnical Subsurface Investigative Services for the Los Coyotes Building project, effective September 14, 2005, through October 31, 2005, for a total contract amount of \$12,690, to be paid with Measure E Bond Funds.

CN 22009.3 – With Kleinfelder, Inc. for Geotechnical Investigative Services for the Infrastructure Site Improvements at the Liberal Arts Campus, effective September 14, 2005, through November 30, 2005, for a total contract amount of \$7,800, to be paid with Measure E Bond Funds.

CN 22009.4 – With Kleinfelder, Inc. for Geotechnical Investigative Services for the Infrastructure Site Improvements at the Pacific Coast Campus, effective September 14, 2005, through November 30, 2005, for a total contract amount of \$6,800, to be paid with Measure E Bond Funds.

Bond Contract Amendments

CN 22011.6 – With Rachlin Architects, Amendment #1, for additional services for the Southeast Interim Bungalow Project at the Pacific Coast Campus, to increase the contract by \$24,000 for a total contract amount not to exceed \$60,250, to be paid with Measure E Bond Funds.

Contract Amendments

CN 99613.7 – With WLC Architects, Amendment #6, for additional services for the playground equipment re-design, to increase the contract by \$14,570 for a total contract amount not to exceed \$384,570, to be paid with Measure E Bond Funds.

CN 99631.2 – With Vantage Technology Consulting Group, Amendment #3, for technology consulting services for the Child Development Center at the Pacific Coast Campus, to extend the termination date from June 30, 2005, to February 28, 2006, at no additional cost to the District.

Authorization for Executive V.P. to Approve Selection of Contractor

Authorize the Executive Vice President, Administrative Services, to approve the selection of the responsible contractor from the responsive bidders for the Athletic Field project at the Liberal Arts Campus, paid with Measure E Bond Funds.

Purchase Order Approvals/Ratifications

Authorize the issuance of purchase orders for the period August 22, 2005, through September 2, 2005, in the amount of \$267,058.11 as listed.

52436 – 52533	\$267,058.11
Total Amount	\$267,058.11

Included in the total amount of purchase orders of \$267,058.11 are the following items greater than \$25,000:

General Obligation Bond Fund – Fund 42

PO 52525	Modular furniture, dry erase boards and projection screens for new Bond Management Office Complex Modulars Bond Administration	
	Acct. No. 646000-42-710400-54000	\$26,043.51

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 93125.2 – With the Chancellor’s Office, California Community Colleges, for the Student Right To Know agreement, effective July 1, 2005, through June 30, 2006, for the amount of \$3,700 per fiscal year, payable to the Chancellor’s Office.

CN 93125.3 – With San Bernardino Community College District, for Long Beach Community College District to serve as sub-grantee for activities related to the Department of Labor Advanced Manufacturing Skills Certification, effective September 9, 2005, through May 31, 2007. Amount of funding payable to the District is \$24,000.

CN 93125.4 – With California State University, Dominguez Hills (CSUDH), to provide CSUDH with a clinical practice site for their students to volunteer at the Women’s and Men’s Resource Center toward the practicum requirement in Human Services, effective August 30, 2005, through December 31, 2005, at no cost to the District.

CN 93125.5 – With the Chancellor’s Office, California Community Colleges, to provide funding under the Workforce Investment Act through the Governor’s Nurse Education Initiative, effective October 1, 2005, through August 31, 2010. Total funding amount payable to the District is \$1,096,563.

Donation

Accept the donation from A & M Cabinets, 239 E. Gardena, Gardena, CA 90248, of 320 sheets, 4’ x 8’ pre-laminated panels, and 30 sheets plastic laminate, for use in the Cabinet Making Program, and request that a letter of appreciation be sent.

Institutional Membership

Correct the Board action from August 23, 2005, as follows:

Amend the 2005-06 Institutional Memberships List to include:

Southern California Community College District	
Employment Relations Consortium	\$2,500
(Paid by Human Resources)	

Please make the above payable to: Liebert Cassidy Whitmore

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

The motion carried, all voting aye.

PCC Council Trip to Washington D.C. (Informative)

Dr. Pauline Merry, Interim Vice President of Student Services, introduced Derek Orree, Interim Student Life Manager at PCC. Mr. Orree presented members of the PCC Council, who reported on the PCC Council’s trip in Spring ‘05 to Washington, D.C. and thanked the Board of Trustees for its support.

HUMAN RESOURCES

Annual Report of the Personnel Commission (Informative)

John Tortarolo, Director, Human Resources, reintroduced the members of the Personnel Commission, who presented the annual report for 2004-2005 to the Board of Trustees.

ACADEMIC SENATE (Title 5, Section 53203)

There was no report.

SUPERINTENDENT-PRESIDENT

Superintendent-President's Report (Informative)

Superintendent-President Kehoe thanked the Board members who attended the Project Lifeline on Saturday, September 17, and paid compliments to Gail Schwandner, Gary Scott, Jeri Carter, and others who put a lot of time and effort into making it go smoothly. There were a great many students out there, directing traffic, waving signs so that people would

turn in and give money to the Katrina effort, Project Lifeline. In addition, it presented an opportunity to work with the *Press Telegram*, Charter Cable and the Red Cross and form a closer bond with those community efforts. Dr. Kehoe thanked everyone who helped, particularly the students who made an effort to come out on a Saturday. In addition to that, President Kehoe announced to the Board that she would be going to Princeton University to participate in a “think tank” on student testing and the changes in student population and how best these students could be served, either in student testing for student learning outcomes, or other types of testing. President Kehoe will be representing Southern California. David Morse, Academic Senate President, and President Kehoe have been meeting and talking at length about how our college could use some of our classes as pilot projects to help us with the student learning outcomes efforts.

ACADEMIC AFFAIRS

Sabbatical Report (Informative)

Don Berz, Interim Vice President of Academic Affairs, introduced Don Gruber, Theatre, Dance, and Film Department, who presented his sabbatical report from the last academic year. The report was on computerized design programs and websites for theatre design.

Presentation of Social Science Class Field Project (Informative)

Donald Berz, Interim Vice President of Academic Affairs, introduced Adrian Novotny, Professor in Social Science, who gave a Social Science class presentation of a field project in the City of Long Beach.

STUDENT SUPPORT, PLANNING AND RESEARCH

Overview of Book Store Activities and Possibility of Renting Textbooks (Informative)

Dr. Pauline Merry, Interim Vice President of Student Services, introduced Marty Wayland, Director of ASB Enterprises, who presented an overview of Book Store activities and discussed the possibility of renting textbooks.

ADMINISTRATIVE SERVICES

There was no report.

HUMAN RESOURCES

Diversity Report

Irma Ramos, Administrative Dean, Human Resources, presented the LBCCD 2002-2005 Diversity Report.

PACIFIC COAST CAMPUS

There was no report.

ECONOMIC AND RESOURCE DEVELOPMENT

There was no report.

ACADEMIC SENATE

David Morse, Academic Senate President, reported on a successful Flex Day.

TRUSTEES COMMUNICATIONS

President Clark distributed materials that he received at a seminar in San Diego on formula-based collective bargaining. Vice President McNinch asked that this be shared with Academic Senate. This is new information that is just getting to the Board to study. Vice President McNinch said that collective bargaining could be less painful. The allocation formula allows revenue under the formula be distributed to certain employee groups which would independently decide if they want to use the revenue for health care, salaries, or other- this would take the burden off of the Board. President Clark noted that this is just for information at this time.

Member Uranga reported to the Board that President Kehoe's office is sending a letter to the ACCT Chair of Committees that he and Dianne McNinch will continue on as volunteer members. Member McNinch will continue to serve as member on the communications committee and Member Uranga will continue to serve as member on the diversity committee.

President Clark attended the California Community College League as a member of the CEO Board last week and passed out copies of a proposed constitutional amendment to Prop. 98. The League is looking for support from the colleges on this item, but this is an informational item only at this time and asked the Board to read the materials and respond to Dr. Kehoe with their comments. Superintendent-President Kehoe stated that there was a lot of discussion by the CEO Board and it is not clear to any of us why we are going for an intermediate solution to our funding problems rather than going completely for solutions. They are also asking if we will raise money towards the \$4 million that is supposed to be raised by the community colleges. There will also be a facilities bond, and normally our share of that facilities bond is between \$17,000 and \$19,000. That would be putting a great deal of pressure on our Foundation, on the students, etc., to raise that money. President Clark has some concerns about the issue and said that this is a complex issue and stressed again that this is for information only, it is not on the agenda for any action. Member Otto asked if the Board was expected to take a position on the issue, and, if so, when? President Clark again said that it is not to be acted on, but that the CEOs are going to simply pass it. Superintendent-President Kehoe said the League will ask us to fill in an online questionnaire next week, indicating whether or not we are going to commit to and financially support this measure. President Kehoe said that she is not willing to support this. If the Board feels otherwise, she certainly would like to hear from them but we are supposed to respond by October 10, which is before next Board meeting. Member Otto said this is a very complicated issue and a very fundamental issue in terms of how community colleges function in California and he is not prepared to support anything based on something that the Board just received. He is happy to study it quickly and provide his input to Dr. Kehoe. There's just not enough information.

President Clark said again that this is just for information. We have basically given the Board the backup materials to study, but it is not on the agenda for action.

FUTURE REPORTS

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

PUBLIC COMMENTS (NON-AGENDA ITEMS)

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Members of the public were given the opportunity to address the Board of Trustees on matters of general District business.

ADJOURNMENT

President Clark adjourned the meeting at 6:52 p.m. The next regular meeting of the Board of Trustees will be held on October 11, 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