

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

**Minutes of Meeting of  
September 5, 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 September 5, 2006.

**CALL TO ORDER**

The meeting was called to order at 4 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 5:02 p.m., in the Board Room, Building I, Liberal Arts Campus. President Uranga reported that, in closed session, no action was taken.

**PLEDGE OF ALLEGIANCE**

Chris Villa led the Pledge of Allegiance.

**ROLL CALL**

Present: President Uranga, Vice President Otto, Member Kellogg, Member Clark, Member Bowen, and Student Trustee Ernst

**WELCOME AND INTRODUCTIONS**

President Uranga welcomed everyone to the meeting.

**APPROVAL OF MINUTES**

It was moved by Member Kellogg, seconded by Member Clark, that the minutes of the meeting of August 22, 2006, be approved as distributed.

Member Otto requested that we make an amendment or addition to the minutes on page 14. The agenda item is "The Study Session for Discussion of Board Self-Evaluation, Survey Results, and Progress on Board Goals." At the end of the paragraph that ends at the top of page 15, the following sentence is to be added: The Board discussed the possibility of adding new goals in the areas of technology, professional development, and ways to communicate with classified employees, although the Board did not make specific

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recommendations at this time. It was agreed that the suggested areas for goals would be left for further consideration after the selection of a new Superintendent-President.

Moved and seconded to include the addition and approve the minutes as amended.

The motion carried, all voting aye.

**ORDERING OF THE AGENDA**

President Uranga moved Item 10.1, Sabbatical Reports, to just after the Consent Agenda.

**REPORT OF BOARD OF TRUSTEES**

**2006-2007 Proposed Budget for LBCCD - Public Hearing**

A Public Hearing was held on the 2006-2007 proposed Budget for the Long Beach Community College District. There were no comments.

**Approval of Board Goals 2006-2007**

It was moved by Member Otto, seconded by Member Bowen, that the Board approve the Board Goals for 2006-2007.

The motion carried, all voting aye.

**Update on Presidential Search**

Member Clark reported that the Search Committee will begin reviewing applications on Monday, September 11, but will accept applications through the 25<sup>th</sup>. The review will be the first phase and, out of that, the Committee will select those that they will interview.

Member Otto explained that each of the Search Committee members will review and evaluate every application that comes in, and then, at a meeting on the 25<sup>th</sup> of September, make a decision about those people to be interviewed. The interviews will be held on October 3-5, and candidates will be selected to be forwarded to the Board of Trustees. It will take approximately a month for the background checks on the finalists and, in the second week or so of November, the Trustees will interview the candidates. He stated they are very pleased with how it's gone so far.

**Committee Reports**

There were no reports.

**STUDENT TRUSTEE**

Student Trustee Ernst reported on activities the first week of school and plans for the 9/11 Remembrance Day and several activities for Hispanic Heritage Month. She informed the Board that the ASB Cabinet reception has been changed to October 2, 1-2:30 p.m. She reported recent successes and awards won by LBCC's Athletics teams.

**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**

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**HUMAN RESOURCES (Academic)**

Approve/ratify the following actions:

Appointments

Administrative Appointment	1
Stipend	1

In-Service Changes

Change of Assignment – Special Assignment	1
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Separation From Employment

Resignation	1
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**HUMAN RESOURCES (Classified)**

Approve/ratify the following actions:

APPOINTMENTS

Probationary	3
Temporary	1
Exempt From the Merit System	141

**FINANCE AND PURCHASING**

Approve the following actions:

**FINANCE**

**Budget Transfers**

(a) Budget Transfer numbers 119970, 119981 and 112001 for the Unrestricted General Fund 01, in the amount of \$46,893 as listed:

From:	Supplies	\$	40,241		
	Services and Operating Expenses		<u>6,652</u>	\$	<u>46,893</u>
To:	Supplies	\$	2,753		
	Services and Operating Expenses		1,196		
	Equipment		<u>42,944</u>	\$	<u>19,840</u>

Included in the budget transfers of \$46,893 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>
119970	458000-01-678000-0000	Academic Computing and Information Technology	\$ 39,045
	<u>To:</u>		
	647000-01-678000-0000	Academic Computing and Information Technology	\$ 39,045

From Software to Equipment

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(b) Budget Transfer numbers 119983, 119915, 119929, 120002 and 120074 for the Restricted General Fund 12, in the amount of \$120,981 as listed:

From:	Academic Salaries	\$	20,730	
	Classified Salaries		24,243	
	Employee Benefits		8,568	
	Supplies		10,372	
	Services and Operating Expenses		48,128	
	Equipment		8,940	\$ 120,981
				<u>                    </u>
To:	Academic Salaries	\$	65,253	
	Classified Salaries		25,976	
	Employee Benefits		22,797	
	Supplies		6,652	
	Services and Operating Expenses		269	
	Equipment		34	\$ 120,981
				<u>                    </u>

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

**Salary Warrants**

Ratify issuance of salary warrants listed on Register No. 4346 through Register No. 4348 for the period of July 31, 2006, through August 11, 2006, in the amount of \$4,359,422.10 as listed:

Register No. 4346	Warrant Nos. 0748151 – 0748239	\$ 3,367,083.37
Issue Date 07/31/06		
Register No. 4347	Warrant Nos. 0748240 – 0748339	\$ 661,067.14
Issue Date 08/10/06		
Register No. 4348	Warrant Nos. 0748340 – 0748587	\$ 331,271.77
Issue Date 08/10/06		
	Total Salary Warrants Issued:	\$ <u>4,359,422.10</u>

**Commercial Warrants**

Ratify issuance of commercial warrants for the period of July 31, 2006, through August 11, 2006, in the amount of \$3,559,344.40 as listed:

Period Ending August 4, 2006	
Unrestricted General Fund	\$ 353,719.20
Restricted General Fund	128,609.59
Child Development Fund	2,310.09
Capital Outlay Projects Fund	7,588.30
General Obligation Bond Fund	583,164.01
Community Services Contract Ed	4,605.19
Student Financial Aid Fund	15,175.60
Stadium Operations Fund	<u>13,611.73</u>

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Total Period 1 Warrants:                 \$ 1,108,783.71

Period Ending August 11, 2006	
Unrestricted General Fund	\$ 119,245.67
Restricted General Fund	29,534.26
Child Development Fund	18,529.00
Capital Outlay Projects Fund	169,410.60
General Obligation Bond Fund 42	172,460.12
General Obligation Bond Fund 43	47,031.05
Community Service Contract Ed	36.59
Student Financial Aid Fund	1,890,104.20
Payroll Clearing Fund	4,089.72
Stadium Operations Fund	<u>119.48</u>

Total Period 2 Warrants:                 \$ 2,450,560.69

Commercial Warrants Total:             \$ 3,559,344.40

Included in the total warrant expenditure of \$3,559,344.40 are the following payments greater than \$25,000, excluding employee benefits and utilities:

**Unrestricted General Fund 01**

1. \$ 125,705 to Protected Insurance Program for Schools for the second quarterly installment for Joint Powers Authority for Workers' Compensation
2. \$ 27,598 to South Coast Air Quality Management District for the annual Emission Reduction Program.

**Capital Projects Fund 41**

1. \$169,411 to Pinner Construction Co., Inc. for the replacement of Technology Buildings SS & TT on the Pacific Coast Campus.

**General Obligation Bond Fund 42**

1. \$264,060 to Mel Smith Electric for water line relocation of existing utilities and central plant piping to clear expansion of the Learning Resource Center at the Liberal Arts Campus.
2. \$ 167,882 to Rachlin Architects Inc. for architectural services of infrastructure site improvements at the Liberal Arts Campus.
3. \$ 84,965 to Bon Air Inc. for the final retention of the replacement of boilers and electrical upgrades for the Men's Gym.
4. \$ 62,721 to Gonzalez / Goodale Architects for design and engineering services for the South Quad complex Liberal Arts Campus for June 2006.
5. \$ 29,340 to Premier Commercial Bank for contractor's retention deposit in an escrow account for the relocation of existing utilities to clear expansion of the Learning Resource Center.

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**General Obligation Bond Series 43**

1. \$ 33,405 to RMA Construction Services, Inc. for bond technical support services for June 2006.

**PURCHASING**

**Purchase Order Approvals/Ratifications**

Authorize the issuance of purchase orders for the period July 31, 2006, through August 11, 2006, in the amount of \$1,032,939.67 as listed.

– PO #54115 – 55247 \$1,032,939.67

Included in the total amount of purchase orders of \$1,032,939.67 are the following items greater than \$25,000:

**Unrestricted General Fund – Fund 01**

PO 55164 to USPS for annual postage for meters  
Mail Services  
Account No. 585000-01-677400-000 \$250,000.00

PO 55212 to Capstone Turbine Corporation for maintenance and repair of co-  
generation micro turbines  
Building Maintenance and Repairs  
Account No. 568000-01-651000-0000 \$33,042.00

PO 55229 to Keenan and Associates for worker's compensation claims with date of  
injury prior to FY 02-03  
Staff Benefits and ASB  
Account No. 361000-01-674000-0000 \$14,877.00  
Account No. 362000-01-674000-0000 12,967.50  
Account No. 362000-01-699900-0000 655.50

**Self Insurance Fund – Fund 61**

PO 55226 to Schools Excess Liability Fund for excess property and liability coverage  
Risk Management  
Account No. 541000-61-677600-0000 \$32,016.72

**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 93120.4 – Ratify – Amend – With California State University Long Beach Foundation (CSULB), whereby Long Beach Community College District will provide funding under Title V to CSULB as the District's cooperative partner in successfully completing the goals

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of the District's Title V Cooperative Grant. Effective dates are October 1, 2005, through September 30, 2006. The amount of funding to CSULB is \$120,935.

CN 95007.3 – With Prudential, whereby the District employees can elect to increase their basic coverage through the Prudential Voluntary Accidental Death and Dismemberment Program, to extend the termination to November 30, 2008.

**Contract Awards**

CN 99604.5 – With Khanh N. Ly to provide consulting services to continue the implementation of the additional version 8.9 PeopleSoft modules for student and financial administration, effective September 11, 2006, through December 31, 2006, for a total contract amount not to exceed \$48,000, paid with General Funds.

**Contract Amendment**

CN 99631.1 – With Vantage Technology Consulting Group, Amendment #2, for additional services for the system design and specification for the audiovisual systems for the New Industrial Technology Phase 2 building not included in the original scope of work at the Pacific Coast Campus, to increase the contract amount by \$14,900, for a total contract amount not to exceed \$44,700, to be paid with Measure E Funds.

**Amendment to Board Action**

CN 22021.9 – With 2H Construction, Inc. for the C101 Carpet Installation and Seating Replacement at the Liberal Arts Campus in an amount not to exceed \$73,980, paid with Measure E Bond Funds.

CN 99607.6 – With R. C. Construction Services, Inc., for the new Child Development Center project at the Pacific Coast Campus, Change Order #18 in the amount of \$17,926.29, for a total contract amount of \$6,301,395.45. Total approved change orders represent 9.59% of the contract amount.

CN 99634.8 – With F.W. Klose, Amendment #2, to change the increase from \$10,000 to \$20,000 for a total contract not to exceed \$36,500, paid with WUSATA Export Readiness Training Program Funds.

**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>
Long Beach BMW	LAC	Skill & Safety Training	Stadium Lot	9/9/06
Educational Testing Service	PCC	Testing	Rooms TBD	9/16/06
City of Signal Hill	PCC	Typing Test	AA206	9/18/06

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

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

The motion carried, all voting aye.

**ACADEMIC AFFAIRS**

**Sabbatical Reports**

Don Berz, Interim Vice President of Academic Affairs, introduced Ann Mitchell and Larry White, from the Art Department, and J-Son Ong, from the English Department, who presented their sabbatical reports.

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

No Items, No Report

**SUPERINTENDENT-PRESIDENT**

**Superintendent-President's Report**

Superintendent-President Kehoe recognized Amit Schitai, who will be receiving the technology focus award for the second time, from the Chancellor's Office. This time is for his project DARE Disability Accommodations Training Environment project that was selected for the technology focus award for 2006 out of all of the districts in California. He'll be receiving that on September 11, at the Board of Governors Meeting. She added that we're very proud of him for that.

She then reported on progress of legislation of interest to our district.

President Uranga added the Board's congratulations to Amit Schitai.

**STUDENT SUPPORT SERVICES**

**Suspension of Administrative Regulations 5002.1-5002.6 on ASBE (Informative)**

Vice President Villa presented the following information: The Associated Student Body Enterprises (ASBE) Board of Directors is responsible for actions on personnel matters, procedures, and prices for the cafeteria, bookstore, vending, and other approved operations. The tax exempt status of the ASBE with the State of California could not be determined based on a recent audit report dated July 17, 2006, from CPA firm of Vicenti, Lloyd, and Stutzman. With the suspension of the Administrative Regulations pertaining to the ASBE, the Vice President, Student Support Services will be responsible for gathering more information about the board and its functionality, to work with legal counsel and the ASB to file for 501 © 3 tax exempt status with the State of California, and to consider the alternative of forming an auxiliary board to the food services and bookstore operations.

**ADMINISTRATIVE SERVICES**

**2006-2007 Adopted Budget**

It was moved by Member Bowen, seconded by Member Clark, that the Board of Trustees conduct a public hearing and approve the Adopted Budget for 2006-2007.



The motion carried, all voting aye.

**2005-2006 CCFS – 311 fourth Quarter Financial Status Report**

It was moved by Member Kellogg, seconded by Member Bowen, that the Board of Trustees approve the 2005-2006 Fourth Quarterly Financial Status Report for the Long Beach Community College District and authorize transmittal of the report to the California Community Colleges Chancellor's Office.

The motion carried, all voting aye.

**Resolution, 2006-2007 Appropriations Limit**

It was moved by Member Kellogg, seconded by Member Clark, that the Board of Trustees approve Resolution 090506A relating to the District's Appropriations Limit for 2006-2007.

The motion carried, all voting aye.

**PACIFIC COAST CAMPUS**

No Items, No Report

**ECONOMIC AND RESOURCE DEVELOPMENT**

No Items, No Report

**ACADEMIC SENATE**

David Morse reported that the first Academic Senate meeting of the year was Friday. The Senate created a short-term basic skills ad hoc committee whose primary purpose is to make certain that all proper paperwork is submitted on time to qualify for the State's supplemental basic skills funds for this year and to explore ideas for developing delivery of basic skills instruction. That committee will report to the instructional planning committee which has committed itself to addressing the needs of under-prepared students as its primary focus for this year. The next meeting is in two weeks, at which they will begin planning an Academic Senate retreat this fall to address matters of faculty diversity.

**TRUSTEES COMMUNICATIONS**

There were no communications.

**NEW BUSINESS**

There was no new business.

**FUTURE REPORTS**

- Additional Reporting on Building/Facilities Implementation Program
- Orientation on Sabbatical Leave Process

**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.

The following classified employees introduced themselves and addressed the Board on the topic, "Who We Are:" Hanna Oh-Alford, Research Analyst, Institutional

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Research/Academic Services; Tammy Lespron, EOP&S; Sonia Verduzco, Program Specialist, EOP&S; and Rene Hoyo, Instructional Assistant, Learning and Academic Resources.

Jacque Wilvers, Grant Development Specialist, Grants & Resource Development, addressed the Board on the topic, "Communication."

Alta Costa, President, LBCCE #6108, addressed the Board on the topic, "Public Comments Newspapers."

Gabor Vass, Assistant Professor, Automotive Mechanics/Diesel, addressed the Board on the topic, "My vote of no confidence."

**ADJOURNMENT**

President Uranga adjourned the meeting at 7:20 p.m. The next regular meeting of the Board of Trustees will be held on September 19, 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 FF, Dyer Assembly Hall, Pacific Coast Campus.

Assistant Secretary