

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

**Minutes of Meeting of
May 22, 2007**

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 22, 2007.

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 5:15 p.m., in Building FF, Dyer Assembly Hall, Pacific Coast Campus. President Otto reported that, in closed session, no action was taken.

PLEDGE OF ALLEGIANCE

Dr. Pauline Merry led the Pledge of Allegiance.

ROLL CALL

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

WELCOME AND INTRODUCTIONS

Recognition of Journalism Awards for LBCC Students

President Otto introduced Patrick McKean, Viking Newspaper Adviser and Journalism Professor and a few of his students who shared with the Board some recent awards, including nine awards and one scholarship, they had received on behalf of the journalism program.

Recognition of 2007 Retirees

President Otto stated that this year the District has 36 people retiring with 924 cumulative years of service among them. Mr. Otto thanked them for their contributions and announced the name, years of service, and current title of each retiree, asking them to come forward.

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The following retirees were in attendance and came forward, where President Oakley recognized them and presented them with a certificate and their photo was taken:

FACULTY

Adolfo Buelna	26 years	ESL
Ernest Burton	30 years	Music & Radio/Television
Mary Edmunds	51 years	Child & Adult Development
Lynda Gordon	18 years	Life Science
Marion Hinton	17 years	Library
Michael Jacobs	19 years	Photography
Willa Kay	28 years	ESL
Paul Navlan	30 years	Horticulture
Nancy Redmond	29 years	English
Sue Ann Wiswell	40 years	Computer Applications & Office Technology

CLASSIFIED/CONFIDENTIAL

Karren Ray	26 years	Executive Secretary
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ACADEMIC ADMINISTRATORS

Pauline Merry	8 years	Provost, PCC
Lynne Miller	30 years	Director, Economic Resource Development
Frederick Trapp	26 years	Dean, Institutional Research/Academic Services

Board Members commended them and expressed appreciation for their service and personal attention and commitment to students and the college.

ADJOURN FOR CAKE IN RECOGNITION OF RETIREES

President Otto adjourned the meeting for cake in recognition of the retirees.

RECONVENE OPEN SESSION

The meeting was reconvened in open session at 6:03 p.m., in Building FF, Dyer Assembly Hall, Pacific Coast Campus. Superintendent-President Oakley welcomed and introduced Mark Taylor, new Director of Governmental Relations and Community Outreach; Robert Garcia, new Director of Public Information and Media Relations; and Byron Breland, new Dean of Student Affairs.

APPROVAL OF MINUTES

It was moved by Member Uranga, seconded by Member Clark, that the minutes of the meeting of May 8, 2007, be approved as distributed. The motion carried, all voting aye.

ORDERING OF THE AGENDA

President Otto announced that Item 12.10, 2006-2007 Third Quarter Budget Performance Report, is an information item, not an action item; for Item 12.11, 2006-2007 CCFS-311Q Third Quarterly Financial Status Report, a revised report is available; and reordered Item 9.2, , to right after the Student Trustees report.

REPORT OF BOARD OF TRUSTEES

Resolution, Student Trustee

President Otto read a resolution honoring Michelle Ernst and presented her with flowers on behalf of the Board. Board Members commended her and expressed appreciation for her impressive and successful service as Student Trustee and wished her well in the future. Ms. Ernst said she was honored to be part of the Board; it was a great experience, and thanked them for the opportunity.

It was moved by Member Uranga, seconded by Member Clark, that the Board of Trustees adopt Resolution of Commendation 052207A for Michelle Ernst, for her service as the student member of the Board of Trustees, Long Beach Community College District, during the 2006-2007 academic year.

The motion carried, all voting aye.

Committee Reports

There were no committee reports.

STUDENT TRUSTEE

Student Trustee Ernst reported on past and future events, including finals, commencement, and summer activities, and thanked President Oakley and his wife, President Otto, and Trustee Clark for attending the ASB Banquet the previous Friday. Ms. Ernst thanked the Board for the great opportunity to serve as Student Trustee.

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 Otto pulled Item 12.3, Contract Awards, from the consent agenda for further discussion.

The following items were part of the Consent Agenda

HUMAN RESOURCES (Academic)

Approve/ratify the following actions:

Appointments

Administrative Appointments	2
Stipends	10

In-Service Changes

Change to Previous Board	2
Change of Salary	1

Separation From Employment

Retirement – Faculty	21
Retirement – Academic Administrators	3

HUMAN RESOURCES (Classified)

Approve/ratify the following actions:

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APPOINTMENTS

Probationary	1
Temporary	1
Exempt From the Merit System	27

INSERVICE CHANGES

Leave of Absence Without Pay	2
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SEPARATION FROM THE DISTRICT

Layoff Due to Lack of Work/Lack of Funds	1
Resignation	2
Retirement	9

Supplemental Early Retirement Plan (SERP) Extension for Management Team

Approve an extension of the March 2006 Supplemental Early Retirement Plan (SERP) window for the Management Team for the period of 7/1/07 – 12/30/07.

FINANCE AND PURCHASING

Approve the following actions:

FINANCE

Budget Transfers

(a) Budget Transfer numbers 122508, 122529, 122627 and 122636 for the Unrestricted General Fund 01 in the amount of \$31,079 as listed:

From:	Supplies	\$	13,025	
	Services and Operating Expenses		16,554	
	Equipment		<u>1,500</u>	\$ <u>31,079</u>
To:	Classified Salaries	\$	8,800	
	Employee Benefits		880	
	Supplies		6,550	
	Services and Operating Expenses		13,025	
	Equipment		<u>1,824</u>	\$ <u>31,079</u>

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

(b) Budget Transfer numbers 122509, 122544, 122626 and 122635 for the Restricted General Fund 12 in the amount of \$35,391 as listed:

From:	Classified Salaries	\$	23,255	
	Employee Benefits		2,325	
	Supplies		941	
	Services and Operating Expenses		500	
	Equipment		<u>8,370</u>	\$ <u>35,391</u>
To:	Academic Salaries	\$	3,750	
	Employee Benefits		450	
	Supplies		4,170	
	Services and Operating Expenses		<u>27,021</u>	\$ <u>35,391</u>

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

(c) Budget Transfer numbers 122549 and 122634 for the General Obligation Fund 43 in the amount of \$24,338 as listed:

From:	Construction / Additions	\$ <u>24,338</u>	\$ <u>24,338</u>
To:	Supplies	\$ 11,578	
	Services and Operating Expenses	<u>12,760</u>	\$ <u>24,338</u>

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. 4397 through Register No. 4398 for the period of April 16, 2007, through April 27, 2007, in the amount of \$326,742.04 as listed:

Register No. 4397	Warrant Nos. 0755569 – 0755592	\$ 30,751.04
Issue Date 04/16/07		
Register No. 4398	Warrant Nos. 0755593 – 0755617	\$ <u>295,991.00</u>
Issue Date 04/16/07		
	Total Salary Warrants Issued:	\$ <u>326,742.04</u>

Commercial Warrants

Ratify issuance of commercial warrants for the period of April 16, 2007, through April 27, 2007, in the amount of \$2,234,628.55 as listed:

Period Ending April 20, 2007		
Unrestricted General Fund 01	\$ 593,296.29	
Restricted General Fund 12	298,141.75	
Child Development Fund 33	904.79	
Capital Outlay Projects Fund 41	7,872.50	
General Obligation Bond Fund 43	626,383.92	
Community Service Contract Ed Fund 59	168.00	
Self Insurance Fund 61	18,082.00	
Student Financial Aid Fund 74	187,007.92	
Payroll Clearing Fund 76	<u>436.60</u>	
	Total Period 1 Warrants:	\$ <u>1,732,293.77</u>

Period Ending April 23, 2007		
Unrestricted General Fund 01	\$ 46,224.80	
Restricted General Fund 12	244,198.23	
Child Development Fund 33	1,068.79	
Capital Outlay Projects Fund 41	630.00	
General Obligation Bond Fund 43	136,962.00	
Community Service Contract Ed Fund 59	588.49	
Self Insurance Fund 61	16,795.00	
Student Financial Aid Fund 74	55,865.74	
Payroll Clearing Fund 76	-653.73	due to a stale dated check

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Stadium Operations Fund 58

655.46

Total Period 2 Warrants: \$ 502,334.78

Commercial Warrants Total: \$ 2,234,628.55

Included in the total warrant expenditure of \$2,234,628.55 are the following payments greater than \$25,000, excluding employee benefits and utilities:

Unrestricted General Fund 01

1. \$ 500,000 to *Bank of America* for clearing account for Retiree Health Benefits Futuris Program.

Restricted General Fund 12

1. \$ 137,249 to *Dell Marketing L.P.* for computer equipment to upgrade student workstations: 40 (forty) in the Business Administration Department's Accounting Lab, 40 (forty) in the Basic Adult Education Learning Center, and thirty-seven (37) in the Electronics Department.
2. \$ 109,116 to *Plato Learning, Inc.* for 20 (twenty) software license upgrades and 32 (thirty-two) new software licenses for the Basic Adult Education Department and the Learning and Academic Resources Department.
3. \$ 52,723 to *Digital Payment Technologies* for the purchase of 4 (four) daily parking permit machines and the upgrade of technology for parking meters.
4. \$ 26,921 to *Vivian Shimoyama - Breakthru Unlimited* for consulting services rendered for Small Business Development Centers Network from January 1, 2007, through March 16, 2007; and for travel expenses to the Economic and Workforce Development Conference from February 28, 2007, through March 1, 2007.

General Obligation Bond Fund 42 / 43

1. \$ 406,849 to *Cordoba Corporation* for construction project management during March 2007.
2. \$ 110,160 to *PCN3, Inc.* to install and connect new portable interim offices for the modernization of the Learning Resources Center at the Liberal Arts Campus.
3. \$ 191,321 to *Leighton Consulting, Inc.* for professional services rendered from May 8, 2006 through January 30, 2007 for the New Tech Phase 2 Project at the Pacific Coast Campus.
4. \$ 112,928 to *Twining Laboratories* for inspection services for the South Quad Project from December 2006 through January 2007.
5. \$ 37,488 to *Rachlin Architects, Inc.* for additional architectural services related to the Utility Infrastructure Projects.

Budget Increase/(Decrease)

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Restricted General Fund 12

Child Development Training Consortium	\$	4,446
Pacific Hospital Grant	\$	6,224

PURCHASING

Purchase Order Approvals/Ratifications

Authorize the issuance of purchase orders for the period April 16, 2007, through April 27, 2007, in the amount of \$897,475.76 as listed.

PO 56877 – 57079	\$	897,475.76
Total Amount	\$	897,475.76

Included in the total amount of purchase orders of \$897,475.76 are the following items greater than \$25,000:

Restricted General Fund – Fund 12

PO 56940 <i>Apple Computer Inc.</i>	\$	25,960.01
Computers for Fashion Design		

General Obligation Bond Series B – Fund 43

PO 56880 <i>Apple Computer Inc.</i>	\$	63,765.84
Computers for the LAC LRC Open Access Lab		

ACADEMIC AFFAIRS, STUDENT SUPPORT AND ADMINISTRATIVE SERVICES

Approve the following actions:

Authorize the Interim Vice President, Administrative Services, to enter into and execute the following agreements:

Revenue Producing Agreements

CN 93135.3 – Ratify – With the City of Long Beach Workforce Development Bureau for the District to provide a ten week construction apprenticeship pathways program (CAP) effective January 1, 2007, through June 30, 2007; amount of revenue for services provided is \$75,176.

Bond Contract Awards

CN 22025.4 – With Segovia Construction for the Building R Gymnasium Renovations project at the Liberal Arts Campus in an amount not to exceed \$721,682, paid with Measure E Bond funds.

Contract Amendments

CN 93120.4 – Ratify – With California State University Long Beach Foundation (CSULBF), Amendment #2, for an additional amount of \$136,832 and to extend the termination date from September 30, 2006, to September 30, 2007, paid with Title V grant funds.

CN 99640.9 – With Moss Adams, Amendment #1, to provide additional auditing services for Economic and Resource Development for the Small Business Development Center (SBDC) Program for an additional amount of \$18,000. Total contract amount not to exceed \$174,000, paid with SBDC funds.

Change Order Ratifications

CN 99607.5 – With Pinner Construction, Change Order #17, for the New Technology Phase 2 project at the Pacific Coast Campus in the amount of \$13,953.33 for a total contract amount not to exceed \$7,442,325.90, paid with Measure E Bond funds. Total approved change orders represent 7.33% of the total contract amount.

Amendment to Board Action

CN 93135.2 – With the Chancellor's Office, California Community Colleges, to provide funding to the District for a project that creates a partnership with Long Beach Unified School District to facilitate and prepare area high school students to pass the California High School Exit Exam (CAHSEE). The amount of funding is \$500,000 and is effective January 1, 2007, through December 31, 2007.

CN 22005.7 – With Cambridge West Partnership, LLC, Amendment No.1, to increase contract amount by \$95,385 for the 2006-07 fiscal year for a total contract amount not to exceed \$284,525, paid with Measure E Bond funds.

Bid Rejections

C0789B – Building CC Gymnasium Interior Painting project at the Pacific Coast Campus; reject all bids.

Settlement Agreement

CN 22007.1 – Ratify – With Pinner Construction, Inc. for the District Facilities & Warehouse Complex project at the Liberal Arts Campus, to approve an additional amount of \$252,094 for a total Settlement Agreement in the amount of \$555,000.

It was moved by Member Kellogg, seconded by Member Uranga, that the items on the Consent Agenda, with the exception of 12.3, be approved and authorized.

The motion carried, all voting aye.

President Otto stated that Agenda Item 9.2 had been moved to right after the Student Trustee's report and had been inadvertently skipped so would be done at this point.

Missing 87 Report

As a continuation of the action research work known as the Equity for All project, we engaged in a collaborative effort with the Center for Urban Education at the University of Southern California in a research effort known as the Missing 87 project. Its purpose was to further explore a transfer gap that was documented in the Equity for All work. Two work teams of Long Beach City College faculty were formed from the twenty volunteers. One team investigated the transfer experiences of our former students through interviews with those students and the other examined the ways in which the College supports and fosters transfer.

Dr. Fred Trapp, Administrative Dean for Institutional Research and Academic Services, Hannah Alford, Research Analyst; Dr. Estela Bensimon, Director of the Center for Urban Education; and Dr. Alicia Dowd, Associate Professor Center for Urban Education, presented the report.

President Otto stated the Board would now proceed with Item 12.3, Contract Awards, which had been pulled for further discussion.

Contract Awards

CN 99642.9 – With Solpac Construction, Inc. dba Soltek Pacific Construction Company for the Industrial Technology Complex Replacement Project - Phase 1 at the Pacific Coast Campus in an amount not to exceed \$12,905,000, paid with Prop. 47 and Measure E Bond funds.

CN 99643.1 – With Tramutola LLC to provide pre-electoral bond election planning services effective May 23, 2007, through June 30, 2008, for an amount not to exceed \$48,000, paid with general funds.

Responding to Member Uranga's questions about CN 99643.1, Bonnie Moss, Executive Vice President and Chief Operating Officer at Tramutola LLC, discussed feasibility, viability, and timelines for this contract.

It was moved by Member Bowen, seconded by Member Uranga, that Item 12.3, Contract Awards, be approved and authorized.

The motion carried, all voting aye.

ACADEMIC SENATE (Title 5, Section 53203)

New Course Recommendation

It was moved by Member Bowen, seconded by Member Uranga, that the Board of Trustees approve one new course for summer 2007.

SCHOOL OF PHYSICAL EDUCATION & ATHLETICS

PEOS 98AD, EXP Sailing 1 (2.0)

The motion carried, all voting aye.

Education Code 78016 Reviews (16)

Dr. David Morse, President, Academic Senate, explained that Education Code 78016 mandates a review of programs commenced subsequent to July 28, 1983. The purpose of the review is to fulfill the requirements of Education Code 78016 regarding legislatively mandated 2-year review of career/technical programs. Each year, one-half of the college's career/technical programs are reviewed. The following programs submitted an Education Code 78016 Review:

Aero Pilot - Aviation Administration
Mechanical Maintenance - Technology
Advanced Transportation Technology - Alternative Fuels
Advanced Transportation Technology - Electric Vehicles
Tool Design-Manufacturing Technology
Business Info Systems: Microcomputer Help Desk
Business Info Systems: Microcomputer Programmer
Business Info Systems: Networking

Food & Beverage Catering Management
Early Childhood Education
School Age Care
Dietetic Program/Dietetic Services Supervisor
Interior Design Technical Skills Emphasis
Commercial Music - Record Producer
Commercial Music - Recording Engineering
Alcohol & Drug

SUPERINTENDENT-PRESIDENT

Workforce Housing Consortium

President Eloy Oakley introduced Richard Hollingsworth, CEO, Gateway Cities, who provided information to the Board on the Workforce Housing Consortium that includes LBCC, CSULB, LBUSD & Memorial Hospital.

Superintendent-President's Report

Superintendent-President Oakley recognized and wished much luck to all of the retirees, saying it was wonderful to celebrate but gut-wrenching to see all of that talent leave. Mr. Oakley thanked Charlotte Joseph and CCA for sponsoring a dinner for the administration, executive committee and the Board, describing it as a wonderful event. President Oakley said he had attended two classified employee recognition lunches sponsored by the Personnel Commission and it was wonderful to see all the classified employees out. He said he wanted to again recognize the classified employees in this classified employee recognition month for all of their contributions throughout the year.

ACADEMIC AFFAIRS

No Items, No Report

STUDENT SUPPORT SERVICES

No Items, No Report

ADMINISTRATIVE SERVICES

Resolution, Ratifying Indemnity

It was moved by Member Clark, seconded by Member Uranga, that the Board of Trustees authorize the ratification of Resolution 052207B regarding an Indemnity Agreement and authorize execution and delivery of related documents and actions.

The motion carried, all voting aye.

2006-2007 Third Quarter Budget Performance Report

To keep the Board and the college community informed about the status of the budget, Gene Farrell, Interim Vice President, Administrative Services, presented the report covering the Unrestricted General Fund and the financial activity occurring during the third quarter of the 2006-2007 fiscal year. Additionally, summary level information was provided for the General Obligation, Child & Adult Development, and Veterans Stadium budgets.

2006-2007 CCFS-311Q Third Quarterly Financial Status Report

It was moved by Member Uranga, seconded by Member Bowen, that the Board of Trustees approve the 2006-2007 CCFS-311Q Third Quarterly Financial Status Report of the Long Beach Community College District and authorize transmittal of the report to the Chancellor's Office, California Community Colleges. This report combines the Unrestricted General Fund and the Restricted General Fund.

The motion carried, all voting aye.

PACIFIC COAST CAMPUS

Update on the Pacific Coast Campus

Dr. Pauline Merry, Provost, PCC, provided an update on the Pacific Coast Campus, stating that it is thriving – growing in students, in programs, and in buildings, and is an integral entity in the community that it serves and that surrounds it. Dr. Merry expressed appreciation, saying it had been an honor to work at PCC these past eight years

ECONOMIC AND RESOURCE DEVELOPMENT

No Items, No Report

ACADEMIC SENATE

Dr. David Morse, President, Academic Senate, said the Senate's resolution on faculty diversity was discussed and approved for first reading, but needed a little more clarification, so will be brought later. Dr. Morse reported that the Senate had elected Sigrid Sexton to Senate President for the next academic year and she will take over at the end of this school year in order to be in place to start working with the new Vice President of Academic Affairs when that person begins.

Dr. Morse said this would be his last meeting sitting at the table with them and expressed his appreciation to the Board members, saying he had enjoyed working with them and appreciated the work that they do and the opportunity to work with them. He expressed appreciation to Superintendent-President Oakley for the opportunities to work together on a number of different projects over the last few years, as vice president and President and stated Mr. Oakley was absolutely the right choice for President. Dr. Morse expressed appreciation for the members of the Executive Committee, saying he had learned from working with each of them.

Vice President Don Berz thanked Dr. Morse, saying he had been an excellent representative of the faculty interest and view, fair-minded at all times, and never broken a trust. Mr. Berz wished Dr. Morse well on his upcoming sabbatical.

Dr. Morse's sabbatical starts next January so he will be past president through the summer and fall, helping with the transition for the new Academic Senate President.

Board Members commended Dr. Morse for his hard work as Academic Senate President, saying he'd been a real asset to the Board and good to work with. Member Kellogg requested that the Board bring to the next meeting a resolution of appreciation and recognition for Dr. Morse.

TRUSTEES COMMUNICATIONS

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Member Bowen called attention to a ballot initiative that CCLC had been working on when he first came on the Board. It would help students with fees and colleges with more stable funding. Mr. Bowen stated that it had now qualified and will be on the ballot in the February presidential primary as the Community Colleges Governance, Funding Stabilization, and Student Reduction Act. He noted that the Board had discussed and supported this before and recommended it be brought again as an agenda item at a Board meeting soon.

NEW BUSINESS

There was no new business.

FUTURE REPORTS

Update on Personnel Commission budget. A Resolution of appreciation and recognition for Dr. Morse for his service and an action item in support of the Community Colleges Governance, Funding Stabilization, and Student Reduction Act will be brought to the meeting of June 26, 2007.

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. There were no comments.

ADJOURNMENT

President Otto adjourned the meeting at 7:50 p.m. The next regular meeting of the Board of Trustees will be held on June 26, 2007. 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