

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

**Minutes of Meeting of
January 22, 2008**

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 January 22, 2008.

CALL TO ORDER

The meeting was called to order at 4:10 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 5:10 p.m., in the Board Room, Building I, Liberal Arts Campus. President Otto reported that, in closed session, no action was taken.

PLEDGE OF ALLEGIANCE

Shauna Hagemann led the Pledge of Allegiance.

ROLL CALL

Present: President Otto, Member Bowen, Member Clark, Member Uranga,
and Student Trustee Rantamaula

Absent: Vice President Kellogg

WELCOME AND INTRODUCTIONS

President Otto welcomed everyone to the meeting, noting that it was the last Board meeting before the February 5 election with Measure E on the ballot for classrooms at Long Beach City College.

APPROVAL OF MINUTES

It was moved by Member Clark, seconded by Member Uranga, that the minutes of the meeting of December 11, 2007, be approved as distributed. The motion carried, all voting aye.

ORDERING OF THE AGENDA

There were no changes in the order of the agenda.

REPORT OF BOARD OF TRUSTEES

Committee Reports

There were no reports.

STUDENT TRUSTEE

Student Trustee Rantamaula wished everyone a happy new year. He reported that things are getting started and he is looking forward to a busy semester.

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

Hourly Instructor – Spring	449
Hourly Counselor – Spring	4
Hourly Coordinator – Spring	1
Hourly Readers	26
Long Term Substitute Instructor	1
Stipends	31

In-Service Changes

Change of Assignment – Contract	1
Change of Title – Contract	2
Department Head Elections	2
Leave of Absence Without Pay	1
Professional Leave	1

Separation From The District

Resignation	1
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HUMAN RESOURCES (Classified)

Approve/ratify the following actions:

Appointments

Probationary	12
Temporary	2
Exempt from the Merit System	77

Separation From The District

Layoff	1
Resignation	2

HUMAN RESOURCES

Revised Salary Schedule – Classified Employees Exempt from the Merit System

Approve the revised Exempt Salary Schedule which previously omitted the title of Student Computer Technician. The Exempt Salary Schedule was previously approved by the Board of Trustees on December 11, 2007.

FINANCE AND PURCHASING

**Minutes, Meeting of the Board of Trustees
January 22, 2008**

Approve the following actions:

FINANCE

Budget Transfers

(a) Budget Transfer numbers 124657, 124662, 124672, 124692, 124705, 124748, 124806 and 124820 for the Unrestricted General Fund 01 in the amount of \$354,588 as listed:

From:	Supplies	\$	12,272	
	Services and Operating Expenses		64,221	
	Equipment		95	
	Reserve		<u>278,000</u>	\$ <u>354,588</u>
To:	Classified Salaries	\$	906	
	Employee Benefits		91	
	Supplies		15,599	
	Services and Operating Expenses		10,879	
	Equipment		<u>327,113</u>	\$ <u>354,588</u>

Included in the budget transfers of \$354,588 for the Unrestricted General Fund are the following transfers greater than \$25,000:

<u>AT</u>	<u>From:</u>		<u>Amount</u>
124692	790100-01-790200-0000	Reserve for Technology Replacement and Support	\$ 278,000
	<u>To:</u>		
	641000-01-070100-0010	Instructional Equipment <\$5,000	\$ 278,000

To purchase computers for faculty and five (5) Computer and Business Information System labs (technology replacement and support). After the transfer, the reserve will be \$722,000.

<u>AT</u>	<u>From:</u>		<u>Amount</u>
124820	514000-01-678000-0000	Professional Services	\$ 46,777
	<u>To:</u>		
	647000-01-678000-0000	Equipment >\$5,000	\$ 46,777

To purchase storage area network equipment for the Academic Computing and Information Technology Department.

(b) Budget Transfer numbers 124566, 124593, 124661, 124668, 124673, 124691, 124728, 124761, 124805, 124813 and 124823 for the Restricted General Fund 12 in the amount of \$330,133 as listed:

From:	Classified Salaries	\$	30,357	
	Employee Benefits		7,232	
	Supplies		5,830	
	Services and Operating Expenses		8,790	
	Equipment		39,988	
	Reserve/Student Aid Books and Supplies		<u>237,936</u>	\$ <u>330,133</u>
To:	Academic Salaries	\$	1,716	
	Classified Salaries		10,086	

**Minutes, Meeting of the Board of Trustees
January 22, 2008**

Employee Benefits	1,881	
Supplies	41,865	
Services and Operating Expenses	55,142	
Building Fixtures / Equipment	<u>219,443</u>	\$ <u>330,133</u>

Included in the budget transfers of \$330,133 for the Restricted General Fund are the following transfers greater than \$25,000:

<u>AT</u>	<u>From:</u>		<u>Amount</u>
124593	233000-12-684000-8085	Classified Hourly Salaries \$	9,325
	233000-12-601300-8085	Classified Hourly Salaries	7,500
	212000-12-601300-8085	Classified AFT Salaries	4,880
	395000-12-601300-8085	Employee Benefits	2,751
	765000-12-684000-8085	Other Student Aid Books and Supplies	1,211
	395000-12-684000-8085	Employee Benefits	933
	<u>To:</u>		
	514000-12-601300-8085	Professional Services \$	26,600

To cover expenses for grant administration in the Health and Science Department

<u>AT</u>	<u>From:</u>		<u>Amount</u>
124691	790100-45-660500-1685	Reserve – Career Technology Education	\$ 218,443
	<u>To:</u>		
	641000-12-095300-1685	Instructional Equipment <\$5,000	\$ 74,657
	641000-12-100400-1685	Instructional Equipment <\$5,000	40,515
	641000-12-093200-1685	Instructional Equipment <\$5,000	27,290
	641000-12-095800-1685	Instructional Equipment <\$5,000	21,757
	641000-12-130500-1685	Instructional Equipment <\$5,000	18,499
	641000-12-130200-1685	Instructional Equipment <\$5,000	18,499
	641000-12-130300-1685	Instructional Equipment <\$5,000	17,226

For instructional equipment technology jump start for various instructional departments in Academic Affairs

(c) Budget Transfer numbers 124567 and 124656 for the Child Development Fund 33 in the amount of \$394 as listed:

From:	Supplies	\$	300	
	Services and Operating Expenses		<u>94</u>	\$ <u>394</u>
To:	Supplies	\$	94	
	Services and Operating Expenses		<u>300</u>	\$ <u>394</u>

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

(d) Budget Transfer numbers 124808 and 124725 for the General Obligation Bond Fund 45 in the amount of \$346,761 as listed:

**Minutes, Meeting of the Board of Trustees
January 22, 2008**

From:	Services and Operating Expenses	\$	10,250	
	Construction/Additions		35,015	
	Reserve		<u>301,496</u>	\$ <u>346,761</u>
To:	Services and Operating Expenses	\$	98,637	
	Architect/Construction/Equipment		<u>248,124</u>	\$ <u>346,761</u>

Included in the budget transfers of \$346,761 for the General Obligation Bond Fund are the following transfers greater than \$25,000:

<u>AT</u>	<u>From:</u>		<u>Amount</u>
124725	790100-45-710400-5400	Reserve	\$ 185,926
	790100-45-710600-5323	Reserve	52,424
	790100-45-710400-5437	Reserve	42,783
	<u>To:</u>		
	641000-45-710600-5300	Equipment <\$5,000	\$ 114,721
	623000-45-710400-5400	Engineering	71,205
	514000-45-710600-5323	Professional Services	52,424
	622000-45-710400-5437	Architect	42,783

To cover unanticipated costs for PCC Technology Building and Industrial Technology Center, administration, and LAC infrastructure.

(e) Budget Transfer numbers 124594, 124729, 124807 and 124822 for the Contract/Community Education Fund 59 in the amount of \$7,114 as listed:

From:	Classified Salaries	\$	4,928	
	Employee Benefits		1,152	
	Supplies		814	
	Services and Operating Expenses		<u>220</u>	\$ <u>7,114</u>
To:	Classified Salaries	\$	200	
	Employee Benefits		20	
	Supplies		3,080	
	Services and Operating Expenses		<u>3,814</u>	\$ <u>7,114</u>

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

Salary Warrants

Ratify issuance of salary warrants listed on Register No. 4439 through Register No. 4445 for the period of November 19, 2007, through December 21, 2007, in the amount of \$13,424,394.42 as listed:

Register No. 4439	Warrant Nos. 0761001 – 0761095	\$	5,381,844.01
Issue Date 11/30/07			
Register No. 4440	Warrant Nos. 0761096 – 0761330	\$	1,156,599.04
Issue Date 12/10/07			
Register No. 4441	Warrant Nos. 0761331 – 0761386	\$	234,928.27

**Minutes, Meeting of the Board of Trustees
January 22, 2008**

Issue Date 12/10/07

Register No. 4442	Warrant Nos. 0761387 – 0761846	\$ 920,553.17
Issue Date 12/10/07		

Register No. 4443	Warrant Nos. 0761847 – 0761867	\$ 33,723.19
Issue Date 12/14/07		

Register No. 4444	Warrant Nos. 0761868 – 0761892	\$ 308,208.00
Issue Date 12/14/07		

Register No. 4445	Warrant Nos. 0761893 – 0761988	\$ <u>5,388,538.74</u>
Issue Date 12/21/07		

Total Salary Warrants Issued: \$ 13,424,394.42

Commercial Warrants

Ratify issuance of commercial warrants for the period of November 19, 2007, through December 21, 2007, in the amount of \$9,135,453.13 as listed:

Period Ending November 23, 2007

Unrestricted General Fund 01	\$ 99,249.15
Restricted General Fund 12	29,201.31
Capital Outlay Projects Fund 41	7,750.00
General Obligation Bond Fund 45	238,371.50
Self Insurance Fund 61	3,991.00
Student Financial Aid Fund 74	203,911.56
Payroll Clearing Fund 76	<u>3,445.00</u>

Total Period 1 Warrants: \$ 585,919.52

Period Ending November 30, 2007

Unrestricted General Fund 01	\$ 782,907.20
Restricted General Fund 12	146,807.67
Child Development Fund 33	286.75
Capital Outlay Projects Fund 41	134,549.00
General Obligation Bond Fund 45	122,321.60
Stadium Operations Fund 58	5,989.23
Community Service Contract Ed Fund 59	14,919.32
Self Insurance Fund 61	698.59
Student Financial Aid Fund 74	103,138.25
Payroll Clearing Fund 76	<u>324,832.95</u>

Total Period 2 Warrants: \$ 1,636,450.55

Period Ending December 7, 2007

Unrestricted General Fund 01	\$ 1,284,536.84
Restricted General Fund 12	93,084.06
Child Development Fund 33	529.50

**Minutes, Meeting of the Board of Trustees
January 22, 2008**

Capital Outlay Projects Fund 41	1,023,614.40
General Obligation Bond Fund 43, 45	431,681.87
Community Service Contract Ed Fund 59	1,657.50
Stadium Operations Fund 58	2,850.83
Student Financial Aid Fund 74	61,429.63
Payroll Clearing Fund 76	744.10
Retiree Benefits Fund 79	<u>2,977.80</u>

Total Period 3 Warrants: \$ 2,903,106.53

Period Ending December 14, 2007

Unrestricted General Fund 01	\$ 259,259.65
Restricted General Fund 12	389,695.96
Child Development Fund 33	4,862.51
Capital Outlay Projects Fund 41	153,259.18
General Obligation Bond Fund 43, 44, 45	663,401.83
Stadium Operations Fund 58	21,721.24
Self Insurance Fund 61	560.00
Student Financial Aid Fund 74	199,795.79
Payroll Clearing Fund 76	<u>108,501.89</u>

Total Period 4 Warrants: \$ 1,801,058.05

Period Ending December 21, 2007

Unrestricted General Fund 01	\$ 1,102,980.38
Restricted General Fund 12	195,837.20
Child Development Fund 33	954.11
Capital Outlay Projects Fund 41	6,620.45
General Obligation Bond Fund 43, 44, 45	532,491.92
Stadium Operations Fund 58	115.00
Self Insurance Fund 61	305.69
Community Service Contract Ed Fund 59	10,459.66
Payroll Clearing Fund 76	<u>359,154.07</u>

Total Period 5 Warrants: \$ 2,208,918.48

Commercial Warrants Total: \$ 9,135,453.13

Included in the total warrant expenditure of \$9,135,453.13 are the following payments greater than \$25,000, excluding employee benefits and utilities:

Unrestricted General Fund 01

1. \$ 604,659 to *SunTrust Leasing Corporation* for a repayment towards the Central Plants lease-purchase.
2. \$ 554,668 to *City of Long Beach (Police Department)* for security services rendered for July 2007 through October 2007.

**Minutes, Meeting of the Board of Trustees
January 22, 2008**

3. \$ 222,124 to *Protected Insurance Program for Schools* for going forward Workers' Compensation claims from July 1, 2007, through June 30, 2008 (sixth and seventh of ten installments).
4. \$ 200,334 to *Dell Marketing L.P.* for computers for the Computer Business Information System labs and for faculty and staff computer replacements.
5. \$ 118,260 to *Oracle Corporation* for software update license and support of the PeopleSoft system from July 1, 2007, through December 31, 2007.
6. \$ 81,027 to *Trend Offset Printing Services* for the printing and mailing of the spring 2008 class schedules.
7. \$ 78,921 to *Computerland of Silicon Valley* for campus-wide software licensing for Microsoft and SQL server.
8. \$ 60,440 to *LBCC Auxiliary, Inc.*, for reimbursement for the Fall 2007 EOPS advances.
9. \$ 39,521 to *United of Omaha Life Insurance* for the second annual Supplemental Early Retirement Plan installment premium for E. Jan Kehoe from February 1, 2007, through February 1, 2008.
10. \$ 32,805 to *Community College Library Consortium* for the subscription software database renewal for the Library from January 1, 2008, through December 31, 2008.
11. \$ 31,417 to *ECS Imaging, Inc.*, for 2007-2008 annual renewal fees for the software licensing of Laserfiche.

Restricted General Fund 12

1. \$ 75,430 to *Student Insurance* for student accident insurance coverage from August 1, 2007, through August 1, 2008.
2. \$ 75,160 to *El Camino Community College District* for hosting a service center for the Small Business Development Center Network from July 1, 2007, through September 30, 2007.
3. \$ 67,194 to *Long Beach Unified School District* for reimbursement for the CAHSEE (California High School Exit Exam) Intervention Grant for Educational Partnership High School and for the Long Beach School for Adults from May 8, 2007, through August 24, 2007.
4. \$ 49,014 to *Loyola Marymount University* for hosting a service center for the Small Business Development Center Network from July 1, 2007, through September 30, 2007.

**Minutes, Meeting of the Board of Trustees
January 22, 2008**

5. \$ 39,227 to *Mt. San Antonio Community College District* for hosting a service center for the Small Business Development Center Network from April 1, 2007, through June 30, 2007.
6. \$ 38,432 to *Ventura County Community College District* for hosting a service center for the Small Business Development Center Network from July 1, 2007, through September 30, 2007.
7. \$ 27,675 to *American Caregivers, LLC* for instructions and materials rendered for the Elder Care Jobs to Careers program provided by the Workforce Development Office.

Capital Outlay Projects Fund 41

1. \$ 906,775 to *Solpac Construction, Inc.*, for construction on the Pacific Coast Campus Learning Resource Center (this is jointly funded with the General Obligation Bond Fund) and the modernization of Building L on the Liberal Arts Campus from October 1, 2007, to October 30, 2007.
2. \$ 153,259 to *Pinner Construction Co., Inc.*, for replacement of Technology Buildings SS and TT on the Pacific Coast Campus and the fabrication and delivery of materials.
3. \$ 134,079 to *City National Bank* for quarterly lease-purchase payment for the Honeywell mechanical retrofit and energy project.
4. \$ 102,691 to *First Regional Bank* for escrow retention for the construction of the Learning Resource Center Building, on the Liberal Arts and Pacific Coast Campuses.

General Obligation Bond Fund 43 / 44 / 45

1. \$ 863,954 to *Cordoba Corporation* for construction project management from October 1, 2007, through November 30, 2007.
2. \$ 235,831 to *Segovia Construction, Inc.*, for renovation services for the Building R Gymnasium at the Liberal Arts Campus for August 2007.
3. \$ 89,617 to *TSG Enterprises, Inc.*, (The Solis Group) for the Labor Compliance Project work completed from August 1, 2007, through October 31, 2007.
4. \$ 61,499 to *SEWUP JPA* for premiums of Workers' Compensation, General Liability coverage for the Child Development Center, the District Facilities and Warehouse Complex and for the SEWUP final audit.
5. \$ 56,656 to *WLC Architects* for architectural services for the Tech II Building rendered from September 1, 2007, through September 30, 2007.
6. \$ 53,670 to *Vector Resources, Inc.*, for the Pacific Coast Campus infrastructure utility connection.

**Minutes, Meeting of the Board of Trustees
January 22, 2008**

7. \$ 38,250 to *RMA Construction Services, Inc.*, for bond program technical support services for November 2007.
8. \$ 30,793 to *Sandy Pringle Associates* for consulting services and inspection of the South Quad Complex for October 2007.
9. \$ 29,152 to *Rachlin Architects, Inc.*, for architectural services from March 23, 2007, through August 3, 2007.
10. \$ 25,976 to *Tomark, Inc.*, for equipment for the Large Gym at the Liberal Arts Campus.
11. \$ 17,448 to *Solpac Construction, Inc.*, for construction on the Pacific Coast Campus Learning Resource Center from October 1, 2007, through October 31, 2007 (this is jointly funded with the Capital Outlay Projects Fund).

Budget Increase / (Decrease)

Restricted General Fund 12

CalWorks Workstudy	\$ 327,159
Project Youth Empowerment Strategies for Success	\$ 147,149
Credit Matriculation	\$ 139,242
Extended Opportunity Programs and Services	\$ 133,485
Goods Movement / Logistics Port Opportunities	\$ 71,318
SB70 Logistics Grant	\$ 54,208
Non-Credit Matriculation	\$ 27,229
JDIF Health Care Administration	\$ 19,810
Growth and Opportunities Project	\$ 16,059
Extended Opportunity Programs and Services District Match	\$ 14,286

Contract/Community Education Fund 59

California Small Business Development Center Statewide Conference	\$ 12,330
City of Long Beach – Business Writing Skills	\$ 8,652

Student Financial Aid Fund 74

Extended Opportunity Programs and Services (EOP&S)	\$ (109,900)
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PURCHASING

Purchase Order Approvals/Ratifications

Authorize the issuance of purchase orders for the period November 19, 2007, through December 21, 2007, in the amount of \$1,414,470.78 as listed.

PO #59084 – PO #59278	\$1,414,470.78
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Total Amount	\$1,414,470.78
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Included in the total amount of purchase orders of \$1,414,470.78 are the following items greater than \$25,000:

General Fund – Fund 01

PO #59262 <i>KLOS FM Radio</i>	\$ 67,390.00
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**Minutes, Meeting of the Board of Trustees
January 22, 2008**

Advertising for Spring registration

PO #59122 <i>Image IV Systems, Inc.</i> District copier maintenance agreement	\$ 48,697.99
PO #59125 <i>Citywide Door Inc.</i> Repair of doors at PCC-Buildings DD, EE, and SS	\$ 35,102.00
PO #59108 <i>Community College League</i> Library subscription software	\$ 32,804.77
PO #59085 <i>ECS Imaging Inc.</i> Software maintenance and support	\$ 31,417.18

Restricted General Fund– Fund 12

PO #59124 <i>Aramark Services</i> Meal ticket vouchers for Cooperative Agencies Resources for Education (CARE) program students	\$ 46,500.00
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ACADEMIC AFFAIRS, STUDENT SUPPORT AND ADMINISTRATIVE SERVICES

Approve the following actions:

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

Grants

CN 93138.7 – Ratify – With *Los Angeles Universal Preschool* to provide funding under the Los Angeles County Children and Families First Proposition Commission for the Recruit, Inspire, Support and Educate program (Project RISE) effective August 1, 2007, through June 30, 2008. Amount of funding is \$350,438.

Bond Contract Awards

CN 22018.8 – With *Hill Partnership, Inc.*, for architectural services for the Multi-Disciplinary Academic Building project on the Pacific Coast Campus for a total contract amount not to exceed \$2,637,110, paid with Measure E and State funds.

CN 22026.5 – Ratify –With *2H Construction, Inc.*, for Building R Boiler Plant Pipe Connection at the Liberal Arts Campus for an amount not to exceed \$166,686, paid with Measure E Bond funds.

CN 22026.6 – With *Mactec Engineering & Consulting, Inc.*, for Geotechnical Consulting Services for Bond and Capital Projects, effective February 1, 2008, through June 30, 2010, for an amount not to exceed \$150,000, paid with Measure E Bond Funds.

Bond Contract Amendments

CN 22009.1 – With *Sandy Pringle Associates Inspection Consultants, Inc.*, Amendment #4, to increase the contract amount by \$500,000 for a total contract amount not to exceed \$1,496,720, to be paid with Measure E Bond funds.

**Minutes, Meeting of the Board of Trustees
January 22, 2008**

CN 22017.7 – With *P2S Engineering, Inc.*, Amendment #2, to change the termination date from September 30, 2007, to June 30, 2008, and increase the contract amount by \$4,000 for a total not to exceed amount of \$28,900 to provide additional electrical engineering services to the Large Gymnasium at the Liberal Arts Campus, paid with Measure E Bond funds.

CN 22017.9 – With *P2S Engineering, Inc.*, Amendment #3, to change the termination date from December 31, 2007, to December 31, 2008, at no additional charge.

CN 22024.4 – Ratify – With *Siemens Building Technologies, Inc.*, Amendment #1, to increase the contract amount by \$73,000 for a total contract amount not to exceed \$16,638,670, to be paid with Measure E Bond funds.

CN 22024.9 – With *Urban Associates, Inc.*, Amendment #2, to change the termination date from December 31, 2007, to February 29, 2008, and increase the contract amount by \$24,000 for a total contract amount not to exceed \$173,720, to be paid with Measure E Bond funds.

Contract Awards

CN 99648.5 – Ratify – With *Verizon Select Services* to provide switch maintenance services effective January 1, 2008, through December 31, 2010, for a total contract amount not to exceed \$196,330.10.

CN 99648.6 – With *Moss-Adams, LLP*, for internal auditing services for the Small Business Development Center Network Lead Center, effective February 1, 2008,, through June 30, 2008, for a total contract amount not to exceed \$105,000, to be paid with Small Business Administration funds.

CN 99648.7 – Ratify – With *RideLinks, Inc.*, to provide application services and master license agreement effective December 11, 2007, through August 31, 2008, for a contract amount not to exceed \$31,480 plus South Coast Air Quality Management District (SCAQMD) site fees, to be paid with General funds.

CN 99649.1 – Ratify – With *Vivian Shimoyama dba: Breakthru Unlimited* to provide consulting services for the SBDC Lead Center effective January 1, 2008, through December 31, 2008, for a total contract amount not to exceed \$125,000, to be paid with Small Business Administration funds.

CN 99649.2 – Ratify – With *Dante Layton, Inc.*, to provide services for the Small Business Development Center (SBDC) effective January 1, 2008, through December 31, 2009, for a total contract amount not to exceed \$105,000, to be paid with Small Business Administration funds.

Contract Amendments

CN 93120.4 – Ratify – With *California State University Long Beach Foundation* (Foundation), Amendment #3, to change the current termination date from September 30, 2007, to September 30, 2008. Additional funding to the Foundation is \$143,228, paid with Title V funds.

**Minutes, Meeting of the Board of Trustees
January 22, 2008**

CN 99627.9 – With *Caldwell Architects, Inc.*, Amendment #8, for additional services and to increase the contract amount by \$100,000 for a total contract amount not to exceed \$1,052,600, to be paid with Measure E Bond funds.

CN 99633.3 – Ratify – With *Vicenti Lloyd and Stutzman*, Amendment #7, for additional auditing services and to increase the contract amount by \$6,291.65 for a total contract amount not to exceed \$267,486.15, paid with District funds.

CN 99638.4 – Ratify – With *Sameer Dani*, Amendment #2, to extend the termination date from December 31, 2007, to June 30, 2008, and increase the contract amount by \$119,600 for a total contract amount not to exceed \$581,600.

Amendment to Board Action

CN 99640.6 – With *California Transportation and Logistics Institute*, Amendment #1, to change the name of the vendor from California Transportation and Logistics Institute, to California Industry Education Institute dba California Transportation and Logistics Institute.

Completion of Contract

CN 99607.5 – With *Pinner Construction Company, Inc.*, for the Replacement of Technology Buildings SS and TT at the Pacific Coast Campus (Tech Phase 2), for a total fee of \$7,936,929.76. Project was completed on December 7, 2007.

Change Order Ratifications

CN 22021.3 – With *Taisei Construction Company*, Change Orders #11, #12, #13, and #14 for the South Quad Complex project at the Liberal Arts Campus, in the amounts of \$20,732.63, \$63,619.50, \$83,340, and \$4,633, respectively, for a total contract amount not to exceed \$37,361,348.12 paid with Measure E Bond funds. Total approved change orders represent 2.04%.

CN 99641.9 – With *Solpac Construction, Inc., dba Soltek Pacific Construction Company, Inc.*, Change Order #1A and #3 in the amounts of \$10,976 and \$11,903, respectively, for the New Learning Resource Center at the Pacific Coast Campus, for a total contract amount not to exceed \$9,142,576.82 to be paid with Measure E Bond funds. Total approved change orders represent .67% of the contract amount.

CN 99642.8 - With *Solpac Construction, Inc., dba Soltek Pacific Construction Company, Inc.*, Change Orders #3 and #4 for the Learning Resource Center Building L Modernization project at the Liberal Arts Campus, in the amounts of \$47,536 and \$19,561, for a total contract amount not to exceed \$13,806,568 to be paid with Measure E Bond funds. Total approved change orders represent 1.44% of the contract amount.

Institutional Memberships

Amend the current institutional membership list to include:

California Association of School Business Officials (CASBO)	
Paid by Administrative Services	\$660
The Umoja Project (Fees paid to Foundation for Community Colleges)	
Paid by Student Support Services	\$1,000

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

The motion carried, all voting aye.

ACADEMIC SENATE (Title 5, Section 53203)

New Course Recommendations

It was moved by Member Clark, seconded by Member Uranga, that the Board approve the following new courses for Fall 2008.

HEALTH & SCIENCE, SCHOOL OF

AH 285, Health Care CPR and Vital Signs (1.0)

ADN 430, NCLEX-RN Preparation Course (2.5)

PHYSICAL EDUCATION & ATHLETICS, SCHOOL OF

PEOS 44AD, Sailing 1, (2.0)

BUSINESS & SOCIAL SCIENCE

ECON 1BH, Honors Micro Economics Analysis (3)

CBIS 430, Ruby on Rails Web Development (3.5)

CAOTC 211, OpenOffice.org (1.0)

LEARNING RESOURCES, TEACHING & TECHNOLOGY

BAE 601C, Adult Education: CAHSEE Preparation (0.0)

CREATIVE ARTS & APPLIED SCIENCES, SCHOOL OF

CDPE 402, ST Special Topics in Parent Education (1.0)

MUSIC 32, History of Jazz (3.0)

TRADES & INDUSTRIAL TECHNOLOGIES, SCHOOL OF

AVPLT 201, Private Pilot Ground School (6.0)

AVPLT 202, Instrument Pilot Ground School (6.0)

AVPLT 203, Commercial Pilot Ground School (6.0)

CABMK 305, Introduction to Woodworking II (3.0)

CABMK 306, Traditional Wood Products II (3.0)

CABMK 307, Contemporary Woodworking Products II (3.0)

The motion carried, all voting aye.

SUPERINTENDENT-PRESIDENT

Superintendent-President's Report

Superintendent-President Oakley wished everyone a happy new year and welcomed all the students back for the spring semester. President Oakley said he was happy to report that enrollment was up about three percent. President Oakley thanked everyone who attended and participated in the State of the College event. He personally thanked Mark Taylor, Chi Chung, the Community Relations and Marketing group and all of the media people who were there and put the event together so well, and President Otto for his remarks, stating that it was a great event for the college and he looks forward to doing it every year.

Update on Changes to the Brown Act

Superintendent-President Oakley introduced Spencer E. Covert, Esq. of Parker & Covert Law Offices, who gave the Board an update on recent changes to the Brown Act.

ACADEMIC AFFAIRS

Materials Fees

It was moved by Member Uranga, seconded by Member Clark, that the Board of Trustees approve materials fees for the specific courses offered in the following department to cover the cost of materials. The fees will be paid at the time of registration.

CREATIVE ARTS & APPLIED SCIENCES, SCHOOL OF

FLO 286A, Introduction to Floral Design: Fall Flowers (2.0)	From \$75 to \$100
FLO 286B, Introduction to Floral Design: Spring Flowers (2.0)	From \$75 to \$100
FLO 287A, Intermediate Floral Design: Wedding (2.0)	From \$85 to \$125
FLO 287B, Intermediate Floral Design: Sympathy (2.0)	From \$85 to \$115
FLO 287C, Intermediate Floral Design: Banquet/Holiday (2.0)	From \$85 to \$115

The motion carried, all voting aye.

STUDENT SUPPORT SERVICES

No Items, No Report

ADMINISTRATIVE SERVICES

Resolution, Non-Resident Tuition Fee

It was moved by Member Clark, seconded by Member Uranga, that the Board adopt Resolution No.012208A authorizing the following non-resident tuition fees for 2008-09 beginning with Fall 2008 Semester:

- (a) \$181.00 per semester unit for non-resident students and international students.
- (b) An additional Capital Outlay fee of \$14.00 per semester unit for international students who are both citizens and residents of a foreign country.
- (c) Normal enrollment fees of \$20.00 per unit, in accordance with Board Regulation 5015.3.A. The following table tabulates fees for non-resident students and international students:

	Non-Resident Students		International Students	
Non-Resident Tuition Fee	\$181.00	Per unit	\$181.00	Per unit
Capital Outlay Fee	N/A		14.00	Per unit
Normal Enrollment Fee	<u>20.00</u>	Per unit	<u>20.00</u>	Per unit
TOTAL	\$201.00	Per unit	\$215.00	Per unit

Furthermore, that the Board of Trustees adopt the definition of economic hardship as any international student who can demonstrate a “hardship” that encompasses the financial circumstances of a person who is a recipient of benefits under the Temporary Assistance for

Needy Families program, the Supplemental Income/State Supplementary Program or a general assistance program.

The motion carried, all voting aye.

Resolution, Authorizing Investment of Monies in Bank Account for Cal-Grant Funds

It was moved by Member Uranga, seconded by Member Bowen, that the Board adopt Resolution No. 012208B authorizing the establishment of a new bank account for Cal-Grant Funds.

The motion carried, all voting aye.

2006-07 Measure E Bond Performance Audit Report

Vice President Gabel introduced Alexia Nalewaik, Senior Manager, from Moss Adams LLP, who presented a summary of the audit report.

It was moved by Member Bowen, seconded by Member Clark, that the Board of Trustees receive and approve the Construction Bond Measure E Performance Audit Report for the Fiscal Year Ended June 30, 2007.

The motion carried, all voting aye.

2006-07 Measure E Bond Financial Audit

Heather McGee, Audit Manager from Vicenti, Lloyd & Stutzman reviewed the audit with the Board.

It was moved by Member Clark, seconded by Member Bowen, that the Board of Trustees receive and approve the Construction Bond Measure E Financial Audit Report for the Fiscal Year Ended June 30, 2007.

The motion carried, all voting aye.

2006-07 District Audit

Heather McGee, Audit Manager from Vicenti, Lloyd & Stutzman reviewed the audit with the Board.

It was moved by Member Uranga, seconded by Member Clark, that the Board of Trustees receive the 2006-07 District Audit covering the Long Beach Community College District, the LBCC Auxiliary Inc., and the Associated Student Body. The report also covers the district's General Obligation Bonds, as required by Proposition 39.

The motion carried, all voting aye.

Citizens Oversight Committee Annual Report for Year Ending 2007

J. C. Squires, Chairperson of the COC, presented the Citizens Oversight Committee Annual Report for Year Ending 2007. It is important to note that this report covers bond funded activities for the specific period of time January 1 – December 31, 2007.

**Minutes, Meeting of the Board of Trustees
January 22, 2008**

It was moved by Member Uranga, seconded by Member Bowen, that the Board of Trustees receive and approve the Citizens Oversight Committee Annual Report for Year Ending 2007 as presented.

The motion carried, all voting aye.

Update on 2007-08 Governor's Budget

Ann-Marie Gabel, Vice President, Administrative Services, gave an update on the 2007-08 Governor's Budget and responded to questions.

PACIFIC COAST CAMPUS

No Items, No Report

ECONOMIC AND RESOURCE DEVELOPMENT

No Items, No Report

ACADEMIC SENATE

There was no report.

TRUSTEES COMMUNICATIONS

Member Uranga congratulated President Otto on his re-election, since the filing period opened and closed January 18, resulting in his re-election by acclamation.

President Otto congratulated Member Uranga, whose election opened and closed simultaneously, with the same results for him.

NEW BUSINESS

There was no new business.

FUTURE REPORTS

BOARD OF TRUSTEES GOALS 2007-2009 will be reported on as follows:

February 26, 2008

3. IMPROVE ORGANIZATIONAL FUNCTION AND CREATE A GREATER SENSE OF COMMUNITY

- G. Support the development of student leadership by requiring and reviewing an annual ASB Strategic Plan.

March 11, 2008

1. MEASURE AND IMPROVE STUDENT SUCCESS

- C. Review a report with an action plan that assess the effectiveness of student support services and its relationship to the LBCCD mission by Spring 2008.
- D. Review progress on the LBCCD's Learning Outcomes Assessment Plan, including timelines and measurement criteria annually, concurrent with the Annual Accreditation report in the Spring semester.
- E. Review a report on LBCCD's transfer success programs such as the Honor's Program to ensure that the needs of transfer oriented students are being met by Spring 2008.

3. IMPROVE ORGANIZATIONAL FUNCTION AND CREATE A GREATER SENSE OF COMMUNITY

- E. Require and review a diversity plan with the goal of improving the proportional ethnic and gender representation of faculty and staff relative to the proportions in the LBCCD community with timelines and annual benchmarks by Spring 2008.

April 22, 2008

2. MEASURE AND IMPROVE FISCAL AND INFRASTRUCTURE STABILITY

- B. Review technology plans with timelines and budgets for:
- administrative support
 - instructional and student support services

September 23, 2008

3. IMPROVE ORGANIZATIONAL FUNCTION AND CREATE A GREATER SENSE OF COMMUNITY

- D. Support the development of a streamlined decision-making and governance structure by Fall 2008.

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 6:08 p.m. The next regular meeting of the Board of Trustees will be held on February 26, 2008. 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