

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

**Minutes of Meeting of  
March 11, 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 March 11, 2008.

**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 5:05 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**

Lou Anne Bynum led the Pledge of Allegiance.

**ROLL CALL**

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

**WELCOME AND INTRODUCTIONS**

President Otto welcomed everyone to the meeting.

**APPROVAL OF MINUTES**

It was moved by Member Clark, seconded by Member Kellogg, that the minutes of the meeting of February 26, 2008, be approved as distributed. The motion carried, Members Otto, Kellogg, Clark and Uranga voting aye; Member Bowen abstaining.

**ORDERING OF THE AGENDA**

There were no changes in the order of the agenda.

**REPORT OF BOARD OF TRUSTEES**

**Certification of Election Results of February 5, 2008 (Measure E)**

It was moved by Member Uranga, seconded by Member Kellogg, that the Board of Trustees receive and accept the certification of election results from the Los Angeles County Registrar-Recorder/County Clerk's Office as indicated on the attached Certificate of the Secretary of the Board of Trustees.

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The results of the election, held on February 5, 2008, as provided to the Board by the Los Angeles County Registrar-Recorder/County Clerk's Office are attached. The results of said election and the number of votes cast for and against Measure E are as follows:

BONDS YES: 79,204 votes (73.22%)  
BONDS NO: 28,057 votes (26.78%)

These results shall be officially entered into the minutes of the meeting of the Board of Trustees of the Long Beach Community College District held on March 11, 2008.

The motion carried, all voting aye.

**Revised 2008 Calendar of Board Meetings**

It was moved by Member Uranga, seconded by Member Clark, that the Board of Trustees approve the revision to the 2008 Calendar of Board Meetings as follows:

Add March 31, 2008, to the calendar of meetings as a Board Retreat – Study Session – LAC

The motion carried, all voting aye.

**Committee Reports**

There were no reports.

**STUDENT TRUSTEE**

Student Trustee Rantamaula reported on recent and upcoming student 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

Hourly Instructor – Spring	1
Probationary Faculty – Second Contract	4
Probationary Faculty – Third Contract	11
Probationary Faculty – Permanent Employees	10
Stipends	2

**HUMAN RESOURCES (Classified)**

Approve/ratify the following actions:

APPOINTMENTS

Probationary	8
Working Out of Class	1
Temporary	8
Exempt From the Merit System	17

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**FINANCE AND PURCHASING**

Approve the following actions:

**FINANCE**

**Budget Transfers**

(a) Budget Transfer numbers 125218, 125259 and 125273 for the Unrestricted General Fund 01 in the amount of \$28,288 as listed:

From:	Classified Salaries	\$	8,584	
	Employee Benefits		3,519	
	Supplies		2,381	
	Services and Operating Expenses		<u>13,804</u>	\$ <u>28,288</u>
To:	Classified Salaries	\$	6,000	
	Employee Benefits		600	
	Supplies		19,034	
	Services and Operating Expenses		1,028	
	Equipment		<u>1,626</u>	\$ <u>28,288</u>

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

(b) Budget Transfer number 125260 for the Restricted General Fund 12 in the amount of \$5,800 as listed:

From:	Supplies	\$	800	
	Reserve		<u>5,000</u>	\$ <u>5,800</u>
To:	Services and Operating Expenses	\$	<u>5,800</u>	\$ <u>5,800</u>

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

(c) Budget Transfer number 125220 for the Capital Projects Outlay Fund 41 in the amount of \$115,274 as listed:

From:	Inspection Fees / Architect Fees	\$	<u>115,274</u>	\$ <u>115,274</u>
To:	Services and Operating Expenses	\$	<u>115,274</u>	\$ <u>115,274</u>

Included in the budget transfers of \$115,274 for the Capital Projects Outlay Fund are the following transfers greater than \$25,000:

<u>AT</u>	<u>From:</u>		<u>Amount</u>
125220	624000-41-710100-5323	Inspection Fees	\$ 48,614
	622000-41-710100-5606	Architect Fees	66,660
	<u>To:</u>		
	514000-41-710100-5323	Professional Services	\$ 48,614
	514000-41-710100-5606	Professional Services	66,660

To cover Cordoba project management expenses on state funded projects.

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(d) Budget Transfer number 125274 for the Veterans Stadium Operations Fund 58 in the amount of \$5,210 as listed:

From:	Supplies	\$	<u>5,210</u>	\$	<u>5,210</u>
To:	Services and Operating Expenses	\$	210		
	Equipment		<u>5,000</u>	\$	<u>5,210</u>

There are no budget transfers greater than \$25,000 for the Veterans Stadium Operations Fund.

**Salary Warrants**

Ratify issuance of salary warrants listed on Register No. 4452 through Register No. 4456 for the period of February 4, 2008, through February 14, 2008, in the amount of \$1,933,647.69 as listed:

Register No. 4452 Issue Date 02/08/08	Warrant Nos. 0762848 – 0763076	\$	998,609.16
Register No. 4453 Issue Date 02/08/08	Warrant Nos. 0763077 – 0763108	\$	194,890.95
Register No. 4454 Issue Date 02/08/08	Warrant Nos. 0763109 – 0763516	\$	369,309.55
Register No. 4455 Issue Date 02/14/08	Warrant Nos. 0763517 – 0763560	\$	55,388.03
Register No. 4456 Issue Date 02/14/08	Warrant Nos. 0763561 – 0763587	\$	<u>315,450.00</u>
	Total Salary Warrants Issued:	\$	<u>1,933,647.69</u>

**Commercial Warrants**

Ratify issuance of commercial warrants for the period of February 8, 2008, through February 15, 2008, in the amount of \$5,263,194.24 as listed:

Period Ending February 8, 2008	
Unrestricted General Fund 01	\$ 530,575.65
Restricted General Fund 12	123,632.79
Child Development Fund 33	1,595.26
Capital Outlay Projects Fund 41	91,154.87
General Obligation Bond Fund 43	1,664,441.81
General Obligation Bond Fund 45	231,012.42
Community Service Contract Ed 59	857.09
Stadium Operations Fund 58	3,744.21
Student Financial Aid Fund 74	340,553.00
Payroll Clearing Fund 76	11,154.72
Retiree Benefits Fund 79	<u>3,020.34</u>
Total Period 1 Warrants:	\$ 3,001,742.16
Period Ending February 15, 2008	

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Unrestricted General Fund 01	\$ 475,051.64
Restricted General Fund 12	29,251.67
Capital Outlay Projects Fund 41	1,161,941.16
General Obligation Bond Fund 43	14,317.94
General Obligation Bond Fund 45	481,644.66
Stadium Operations Fund 58	5,203.50
Community Service Contract Ed Fund 59	7,459.66
Payroll Clearing Fund 76	<u>86,581.85</u>

Total Period 2 Warrants:     \$   2,261,452.08

Commercial Warrants Total:     \$   5,263,194.24

Included in the total warrant expenditure of \$5,263,194.24 are the following payments greater than \$25,000, excluding employee benefits and utilities:

**Unrestricted General Fund 01**

1. \$ 111,062 to *Protected Insurance Program for Schools* for going forward Workers' Compensation claims from July 1, 2007, through July 1, 2008 (ninth installment).
2. \$ 97,899 to *LBCC Auxiliary, Inc.*, for reimbursement for the Spring 2008 EOP&S advances.
3. \$ 64,113 to *Vicenti, Lloyd, Stutzman LLP* for final billing for the District financial and compliance audit and for the Proposition 39 Bond audit. The LBCC Auxiliary will reimburse the District their portion of \$13,250.00. (this is jointly funded with the General Obligation Bond Fund).
4. \$ 44,880 to *KLOS FM Radio* for the spring 2008 advertisements during the period of December 31, 2007, through January 18, 2008.

**Capital Outlay Projects Fund 41**

1. \$ 894,126 to *Solpac Construction, Inc.*, for construction on the Pacific Coast Campus Learning Resource Center and the modernization of Building L on the Liberal Arts Campus for December 2007.
2. \$ 134,079 to *City National Bank* for quarterly lease-purchase payment for the Honeywell mechanical retrofit and energy project.
3. \$ 99,347 to *First Regional Bank* for escrow retention for the construction of the Learning Resource Center Building on the Pacific Coast Campus.
4. \$ 89,360 to *Caldwell Architects* for architectural services from October 1, 2006, through December 31, 2007, for the Liberal Arts Campus Library and Learning Resource Center.

**General Obligation Bond Fund 43 / 45**

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1. \$1,636,458 to *Taisei Construction Corporation* for South Quad Complex construction work for December 2007.
2. \$ 444,802 to *Siemens Building Companies* for construction of the Liberal Arts Campus Center Plant in January 2008.
3. \$ 87,531 to *Consolidated Storage Companies Inc.*, for furniture for the Aviation and Automotive Maintenance Department.
4. \$ 37,703 to *Segovia Construction, Inc.*, for renovation of the Liberal Arts Campus Gym / Building R from May 1, 2007, through October 31, 2007.
5. \$ 27,983 to *Sandy Pringle Associates* for consulting services and inspection of the South Quad Complex for December 2007.
6. \$ 4,053 to *Vicenti, Lloyd, Stutzman LLP* for final billing for the District financial and compliance audit, and for the Proposition 39 Bond audit (this is jointly funded with the Unrestricted General Fund).

**Student Financial Aid Fund 74**

1. \$ 340,553 to *Duane Lowe, Custodian (Director of Finance)* for the consolidation of funds for the Financial Aid debit card award disbursements from July 1, 2007, through January 24, 2008.

**Budget Increase / (Decrease)**

**Restricted General Fund 12**

Title V Skill Grants \$ 31,633

**PURCHASING**

**Purchase Order Approvals/Ratifications**

Authorize the issuance of purchase orders for the period February 4, 2008, through February 15, 2008, in the amount of \$328,208.22 as listed:

PO #59393 – PO #59463 \$ 328,208.22

Total Amount \$ 328,208.22

There are no purchase orders greater than \$25,000.

**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:

**Contract Amendments**

CN 93130.5 – With *Worldwide Corporate Housing, L.P. dba Oakwood Corporate Housing*, Amendment #3, to increase the contract amount by \$3,403.68 for a total contract amount not to exceed \$84,564, paid from General Fund.

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CN 99631.3 – Ratify – With *Vantage Technology Consulting Group LLC*, Amendment #4, to change the termination date from December 31, 2007, to June 30, 2009, at no additional cost.

**Change Order Ratifications**

CN 22021.3 – With *Taisei Construction Corporation*, Change Order #16, for the new South Quad Complex project at the Liberal Arts Campus, in the amount of \$43,006.44 for a total contract amount not to exceed \$37,442,078.56 paid from General Obligation Bond Fund. Total approved change orders represent 2.26%.

CN 99641.9 – With *Solpac Construction, Inc., dba Soltek Pacific Construction Company, Inc.*, Change Order #4 in the amount of \$25,624.00 for the New Learning Resource Center at the Pacific Coast Campus, for a total contract amount not to exceed \$9,168,200.82 to be paid from General Obligation Bond Fund. Total approved change orders represent .95% of the contract amount.

**Use of Other Agencies Bid**

National Joint Power Alliance #OC 011707 with *Steelcase, Inc.*, for the purchase of premium grade office furniture, related equipment and accessories effective May 1, 2007, through April 30, 2008, with the option to renew annually for a maximum of four years.

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

The motion carried, all voting aye.

**HUMAN RESOURCES**

**Resolution, Board Member Absence Compensation**

It was moved by Member Clark, seconded by Member Uranga, that the Board of Trustees adopt Resolution 031108A authorizing compensation to Board Member Mark Bowen for the meeting of February 26, 2008 from which he was absent due to his father's hospitalization and subsequent passing.

The motion carried, Members Clark, Kellogg, Otto, and Uranga voting aye; Member Bowen abstaining.

**Staff Equity Plan**

In Accordance with Board Goal 3.E. – IMPROVE ORGANIZATIONAL FUNCTION AND CREATE A GREATER SENSE OF COMMUNITY: 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.

Vice President Rose DelGaudio introduced the members of the Staff Diversity Task Force who presented the Staff Equity Plan and responded to questions and suggestions.

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

No items, No Report

**SUPERINTENDENT-PRESIDENT**

**Superintendent-President's Report**

Superintendent-President Oakley congratulated Mr. John Hauck, Instructor, Electronics/Electricity, on being selected as the winner of the California Community Colleges Association for Occupational Education Excellence in Teaching Award, saying it was a very well deserved achievement.

President Oakley announced that on March 19, 4:00 p.m., at the Pacific Coast Campus, the college's Small Business Development Center will be hosting a seminar on the Earned Income Tax Credit, an initiative that the State is educating the public on understanding and making sure people are aware of its benefits to take advantage of it. It has been shepherded by the first lady, Maria Shriver, and we are preparing to host her and possibly the Governor.

President Oakley pointed out that ASB Cultural Affairs has invited Congresswoman Maxine Waters to the Liberal Arts Campus at noon in the quad on March 20.

Also on March 20, there will be a press conference held at CSULB to release to the public a document that pulls together the results of the joint efforts of Long Beach City College, Long Beach Unified School District, and Cal State University Long Beach, through the Seamless Education Initiative to promise to students of Long Beach back to the 6<sup>th</sup> grade that we will commit to them to reach the highest levels of higher education in our community.

President Oakley called upon Vice President Gabel, who reported on new developments about the State Budget that will impact the 2007-08 fiscal year. Ms. Gabel explained that two counties, Orange and Sonoma, had grossly overestimated the property tax revenues, resulting in a deficit, which the Chancellor's Office has estimated will cause a 1.2% cut for all districts across the board. To us, that's about \$1.2 million. There is no way to avoid the cuts, but the good news is that we do have the reserve and will be able to take that out of the reserves. Now the system is working with the Legislature to make sure that this just impacts 2007-08 and doesn't roll forward into 2008-09. Ms. Gabel said it will be an extremely long budget battle and we may not know until well into the semester. It is good we have the reserve.

Vice President Gabel announced the hiring of a new Internal Auditor, Robert Rapoza.

**ACADEMIC AFFAIRS**

No items, No Report

**STUDENT SUPPORT SERVICES**

**Student Support Services Effectiveness Action Plan Presentation**

In Accordance with Board Goal 1.C., MEASURE AND IMPROVE STUDENT SUCCESS – Review a report with an action plan that assesses the effectiveness of Student Support Services and its relationship to the LBCCD mission by spring 2008.



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Dr. Christopher Villa, Vice President of Student Support Services, led a presentation that outlined the recent history and current status of efforts to develop an action plan that is linked to the mission and planning agenda of the college. Also presenting were: Teresita Alvarez, College Center Coordinator; James Martinez, EOP&S Program Assistant; and Mark Matsui, Coordinator of Disabled Students Programs and Services, with summaries of their research that supports this endeavor.

**ADMINISTRATIVE SERVICES**

No items, No Report

**PACIFIC COAST CAMPUS**

No items, No Report

**ECONOMIC AND RESOURCE DEVELOPMENT**

No items, No Report

**ACADEMIC SENATE**

There was no report.

**TRUSTEES COMMUNICATIONS**

There were no communications.

**NEW BUSINESS**

There was no new business.

**FUTURE REPORTS**

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

**April 1, 2008 (Board Retreat)**

1. **MEASURE AND IMPROVE STUDENT SUCCESS**

- 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.

**April 22, 2008**

1. **MEASURE AND IMPROVE STUDENT SUCCESS**

- 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.

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.

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**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 6:37 p.m. The next meeting of the Board of Trustees will be held on March 31, 2008 (Board Retreat – Study Session) and reconvene on April 1, 2008 (Regular meeting and Board Retreat – Study Session). 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