

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

**Minutes of Meeting of
June 10, 2008**

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 June 10, 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 5:20 p.m., in Building FF, Dyer Assembly Hall, Pacific Coast Campus. President Kellogg reported that, in closed session, no action was taken.

PLEDGE OF ALLEGIANCE

Kathryn Brown led the Pledge of Allegiance.

ROLL CALL

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

WELCOME AND INTRODUCTIONS

President Kellogg welcomed everyone to the meeting. President Kellogg announced that the reason for Member Uranga's absence was due to the passing of his brother. President Kellogg requested that the meeting be adjourned in memory of Trustee Uranga's family.

APPROVAL OF MINUTES

It was moved by Member Clark, seconded by Member Bowen, that the minutes of the meeting of May 27, 2008, 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

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Welcome of New Student Trustee

The Board welcomed Kathryn Brown, Student Trustee for 2008-2009. Ms. Brown said she is looking forward to working with the Board & President Oakley.

Committee Reports

There were no committee reports.

STUDENT TRUSTEE

No report.

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.

Hurtie Chukwudire, classified employee of CDC at PCC, on behalf of AFT and AFT President, Alta Costa, acknowledged and thanked the classified retirees who recently announced their retirements and wished them the best in their future endeavors.

The following items were part of the Consent Agenda

HUMAN RESOURCES (Academic)

Approve/ratify the following actions:

Appointments

New Contract Faculty	1
Stipends	25

In-Service Changes

Department Head Election	1
Change in Salary – Contract	2

HUMAN RESOURCES (Classified)

Approve/ratify the following actions:

Appointments

Probationary	4
Temporary	4
Exempt From the Merit System	71

Separation From The District

Release from Probation	2
Resignation	1
Retirement	2

FINANCE AND PURCHASING

Approve the following actions:

FINANCE

Budget Transfers

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(a) Budget Transfer numbers 126042, 126071, 126097, 126148 and 126184 for the Unrestricted General Fund 01 in the amount of \$18,447 as listed:

From:	Classified Salaries	\$	909	
	Employee Benefits		91	
	Supplies		4,510	
	Services and Operating Expenses		<u>12,937</u>	\$ <u>18,447</u>
To:	Classified Salaries	\$	6,014	
	Employee Benefits		986	
	Supplies		6,409	
	Equipment		<u>5,038</u>	\$ <u>18,447</u>

There are no budget transfers greater than \$25,000 for the Unrestricted General Fund 01.

(b) Budget Transfer numbers 126070, 126093 and 126150 for the Restricted General Fund 12 in the amount of \$50,702 as listed:

From:	Classified Salaries	\$	27,185	
	Employee Benefits		7,542	
	Supplies		5,034	
	Services and Operating Expenses		9,041	
	Equipment		<u>1,900</u>	\$ <u>50,702</u>
To:	Supplies	\$	10,950	
	Services and Operating Expenses		33,112	
	Equipment		440	
	Student Payments		<u>6,200</u>	\$ <u>50,702</u>

There are no budget transfers greater than \$25,000 for the Restricted General Fund 12.

(c) Budget Transfer number 126165 for the Stadium Operations Fund 58 in the amount of \$200 as listed:

From:	Supplies	\$	<u>200</u>
To:	Services and Operating Expenses	\$	<u>200</u>

There is no budget transfer greater than \$25,000 for the Stadium Operations Fund 58.

Salary Warrants

Ratify issuance of salary warrants listed on Register No. 4470 through Register No. 4474 for the period of May 5, 2008, through May 16, 2008, in the amount of \$2,313,438.64 as listed:

Register No. 4470 Issue Date 05/09/08	Warrant Nos. 0765398 – 0765626	\$ 1,146,303.90
Register No. 4471 Issue Date 05/09/08	Warrant Nos. 0765627 – 0765668	\$ 311,312.12
Register No. 4472	Warrant Nos. 0765669 – 0766105	\$ 499,712.99

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Issue Date 05/09/08

Register No. 4473	Warrant Nos. 0766106 – 0766125	\$ 33,875.63
Issue Date 05/16/08		

Register No. 4474	Warrant Nos. 0766126 – 0766155	\$ <u>322,234.00</u>
Issue Date 05/16/08		

Total Salary Warrants Issued: \$ 2,313,438.64

Commercial Warrants

Ratify issuance of commercial warrants for the period of May 5, 2008, through May 16, 2008, in the amount of \$2,139,807.35 as listed:

Period Ending May 9, 2008

Unrestricted General Fund 01	\$ 412,925.03
Restricted General Fund 12	180,648.21
Child Development Fund 33	4,780.11
Capital Outlay Projects Fund 41	62,292.09
General Obligation Bond Funds 43, 45	1,047,890.53
Stadium Operations Fund 58	8,270.39
Student Financial Aid Fund 74	1,585.00
Payroll Clearing Fund 76	37,629.73
Retiree Benefits Fund 79	<u>2,956.53</u>

Total Period 1 Warrants: \$ 1,758,977.62

Period Ending May 16, 2008

Unrestricted General Fund 01	\$ 141,291.29
Restricted General Fund 12	92,329.10
Capital Outlay Projects Fund 41	37,763.52
General Obligation Bond Fund 45	40,600.46
Stadium Operations Fund 58	4,064.32
Student Financial Aid Fund 74	74.42
Payroll Clearing Fund 76	<u>64,706.62</u>

Total Period 2 Warrants: \$ 380,829.73

Commercial Warrants Total: \$ 2,139,807.35

Included in the total warrant expenditure of \$2,139,807.35 are the following payments greater than \$25,000, excluding employee benefits and utilities:

Unrestricted General Fund 01

1. \$ 50,000 to *USPS (United States Postal Service)* for postage.
2. \$ 48,893 to *Trend Offset Printing Services* for the 2008 summer class schedules.

Restricted General Fund 12

1. \$ 33,023 to *Sigmanet, Inc.*, for Cisco Net Academy classroom training kits for the Electronics/Electricity Department.

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Capital Outlay Projects Fund 41

1. \$ 73,133 to *Los Angeles Air Conditioning, Inc.*, for replacement of the boiler in Building J on the Liberal Arts Campus. (This is jointly funded with the General Obligation Bond Fund).

General Obligation Bond Funds 43/45

1. \$ 869,590 to *Taisei Construction Corp.*, for construction of the South Quad Complex Building.
2. \$ 29,700 to *Siemens Building Technologies, Inc.*, for construction on the Pacific Coast Campus Central Plant.
3. \$ 28,389 to *Twining Laboratories, Inc.*, for inspection services on the Learning Resource Center Building renovation project at the Liberal Arts Campus.
4. \$ 73,105 to *Los Angeles Air Conditioning, Inc.*, for replacement of the boiler in Building J on the Liberal Arts Campus. (This is jointly funded with the Capital Outlay Projects Fund).

Budget Increase/(Decrease)

Unrestricted General Fund 01

Increase in the 2007/08 Personnel Commission budget for donations received from the Orange County Teachers Federal Credit Union \$ 700

Restricted General Fund 12

New 2007/08 budget for California Transportation and Logistics Institute \$ 120,192
 New 2007/08 budget for Model Approaches to Partnership and Parenting \$ 23,328
 Revised 2007/08 budget for Child Development Training Consortium \$ 3,391
 Revised 2007/08 budget for CARE \$ (16,955)

Student Financial Aid Fund 74

Revised 2007/08 budget for CARE \$ 16,955

PURCHASING

Purchase Order Approvals/Ratifications

Authorize the issuance of purchase orders for the period May 5, 2008, through May 16, 2008, in the amount of \$742,299.41 as listed:

PO #59951 – PO #60148 \$ 742,299.41

Total Amount \$ 742,299.41

Included in the total amount of purchase orders of \$742,299.41 is the following item greater than \$25,000:

Restricted General Fund 12

PO #59955 *EBSCO Subscription Services* \$ 37,534.19
 Library subscriptions

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:

Bond Contract Awards

CN 22027.8 – With *Leighton Consulting, Inc.*, effective July 1, 2008, through June 30, 2010, for an amount not to exceed \$200,000, paid from Capital Outlay and General Obligation Bond Funds.

Bond Contract Amendments

CN 22003.4 – With *The Chambers Group, Inc.*, Amendment #11, to increase the contract amount by \$10,050 for a total contract amount not to exceed \$440,195, paid from General Obligation Bond Fund.

CN 22004.4 – With *Rachlin Architects*, Amendment #4, to change the termination date from June 30, 2008, to June 30, 2009, at no additional cost.

CN 22004.7 – With *Rachlin Architects*, Amendment #6, to change the termination date from June 30, 2008, to June 30, 2009, at no additional cost.

CN 22004.8 – With *Rachlin Architects*, Amendment #6, to change the termination date from June 30, 2008, to June 30, 2009, at no additional cost.

Authorization to Approve the Selection of Contractor

Authorize the Vice President, Administrative Services, to approve the selection of the responsible contractor from the responsive bidders for Bid C0817B Sale of Radial Arm Saw, from the School of Trades and Industrial Technology Department.

Change Order Ratifications

CN 22024.4 – With *Siemens Building Technologies, Inc.*, Change Order #5, for the Central Plant Project at the Liberal Arts Campus in the amount of \$15,085 and Change Order #7P, for the Central Plant Project at the Pacific Coast Campus in the amount of \$98,254, for a total contract amount not to exceed \$17,547,248.24, paid from General Obligation Bond Fund.

CN 99642.8 – With *Solpac Construction, Inc., dba Soltek Pacific Construction Company, Inc.*, Change Order #11, for the Learning Resource Center Building L Modernization Project at the Liberal Arts Campus, in the amount of \$72,031, for a total contract amount not to exceed \$14,306,140, paid from General Obligation Bond Fund. Total approved change orders represent 5.09% of the contract amount.

CN 99642.9 – With *Solpac Construction, Inc., dba Soltek Pacific Construction Company, Inc.*, Change Orders #2 and #3, for the Industrial Technology Complex Replacement Project - Phase I at the Pacific Coast Campus, in the amounts of \$80,800, and \$75,488 respectively, for a total contract amount not to exceed \$13,095,511, paid from Capital Projects Fund. Total approved change orders represent 1.47% of the contract amount.

Destruction of Records

Authorize the Vice President, Administrative Services, to provide for the destruction of Administrative Services records in accordance with the procedures set forth in Board Policy 2007 and Sections 59020-59028 of Title 5 of the California Code of Regulations. Records to be destroyed are various Fiscal & Risk Services documents prior to 2003.

Disposal of Surplus Property

Declare the 1979 Chevrolet flatbed truck VIN #CCD149Z213788 with License #1048927 as surplus, and authorize the disposal in accordance with Education Code §81452. The property is not useable for school purposes.

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

Change in Title for Policy 3012

It was moved by Member Clark, seconded by Member Bowen, that the Board of Trustees approve the following title change to Policy 3012 – POLICY ON HIRING CONTRACT/~~REGULAR~~ FACULTY

The motion carried, all voting aye.

Indefinite Salary Rates for District Employees

It was moved by Member Clark, seconded by Member Bowen, that the salary rates for academic employees represented by CCA and CHI, the classified employees represented by AFT, as well as Management Team personnel, be declared indefinite for fiscal year 2008-2009.

The motion carried, all voting aye.

ACADEMIC SENATE (Title 5, Section 53203)

Certificates of Accomplishment – Manufacturing Technology

It was moved by Member Clark, seconded by Member Bowen, that the Board of Trustees approve the following seven (7) Certificates of Accomplishment from Manufacturing Technology:

- Advanced Arc Welder
- Arc Welding
- Arc Welding and Fabrication
- Gas Tungsten Arc Welding (GTAW)
- Oxygen Acetylene Welding/Cutting
- Shielded Metal Arc Welding (ARC)
- Structural Certification

The motion carried, all voting aye.

Add ART 43AD to General Education Course Plan A in Arts and Humanities

It was moved by Member Bowen, seconded by Member Clark, that the Board approve the addition of ART 43AD, Beginning Website Design, to LBCC General Education Course Plan A in the Arts and Humanities section.

The motion carried, all voting aye.

Change to the Associate Degree Minimum Graduation Requirements in Math

It was moved by Member Bowen, seconded by Member Otto, that the Board of Trustees approve a change in the math requirements for the LBCC General Education Plan A in the Communication and Analytical Thinking section to read: Mathematics 27, 28, 37, 37H, 40, 45, 47, 50, 60, 70, 80, 84, 120, 130, 130A, 130B.

That the Board of Trustees also approve a change in LBCC General Education Plan A Graduation Proficiency Requirements in Mathematics to read: A qualifying score on the LBCC Assessment Test which places a student in Math 37, 37H, 40, 45, STAT 1, 1H or higher or successful completion with a grade of "C" or higher in a college math course at the level of Math 120 or Math 130A or Math 130 or higher.

The motion carried, all voting aye.

Removal of ELECT 225 from the LBCC General Education Plan

It was moved by Member Clark, seconded by Bowen, that the Board of Trustees approve the removal of ELECT 225 in LBCC General Education Plan A, Graduation Proficiency Requirements in Mathematics.

The motion carried, all voting aye.

SUPERINTENDENT-PRESIDENT

Presentation of Certificates to the 2002-2008 Citizen's Oversight Committee Members

Superintendent-President Oakley presented certificates to the Citizens' Oversight Committee Members who were appointed and served on this committee from 2002-2008.

W. Gary Westling, Patricia L. Lofland, and Angel J. Perea were present. President Oakley thanked all the members for their hard and dedicated work on this committee. J.C. Squires and Debra A. Williamson were not present.

Reschedule October 2008 Board Meeting

It was moved by Member Bowen, seconded by Member Clark, that the regular meeting of the Board of Trustees scheduled to be held October 14, 2008, be rescheduled for October 7, 2008, and that staff be directed to give notice to appropriate groups and to any local newspaper of general circulation, and radio or television station which has requested such notice in writing.

The motion carried, all voting aye.

Superintendent-President's Report

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Superintendent-President Oakley recognized the classified employees at the meeting who have announced their retirements: Ella Major, Mary Thorpe, Karon Wolfe, and Salvador Moralez were present; Marsha Meza was not present.

President Oakley congratulated Chi Chung Keung, Executive Director, Public Affairs & Marketing, upon his graduation from Leadership Long Beach.

President Oakley thanked everyone who attended the 80th Anniversary Gala on June 7 and how successful it was. President Oakley thanked everyone involved for their hard work- Ginny Baxter, foundation staff, Doug & Freda Otto, community relations & marketing staff, sponsors and donors. Mr. Oakley said that the fundraising has exceeded the six million dollar mark.

ACADEMIC AFFAIRS

No Items, No Report

STUDENT SUPPORT SERVICES

No Items, No Report

ADMINISTRATIVE SERVICES

Institutional Memberships 2008-2009

It was moved by Member Clark, seconded by Member Bowen, that the Board authorize District Institutional Membership in the following organizations for 2008-2009 as follows:

Academic Senate for California Community Colleges
Accrediting Commission for Community and Junior Colleges
Advocacy Coalition for Long Beach
American Association of Community Colleges
American Culinary Federation
American Dietetic Association
American Federation of Arts
American Society for Training and Development (ASTD)
American Society of Travel Agents
Associate Degree Nursing Program Directors
Association of College and University Auditors
Association of Community College Trustees (ACCT)
Association of Higher Education Facility Officers
Association of Small Business Development Centers
Association of Writers & Writing Programs
Aviation Technician Education Council
Bellflower Chamber of Commerce
Board of Registered Nursing
Board of Vocational Nurses and Psychiatric Examiners
California Association of Community College Registrars and Admission Officers (CACCRAO)
California Association of School Business Officials (CASBO)
California Chamber of Commerce
California Colleges for International Education
California Community Colleges Chief Instructional Officers

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California Community Colleges Chief Student Services Administrators Association
California School Personnel Commissioners Association (CSPCA)
Catalina Island Chamber of Commerce
Cerritos Chamber of Commerce
Community College Facility Coalition
Community College Leadership Development Initiative Foundation
Community College League of California (CCLC)
Community College League of California, Commission on Athletics
Cooperative Organizations for the Development of Employee Selection Procedures
Council for Opportunity in Education
Council for Resource Development (CRD)
Council of Chief Librarians (CCL)
Dietary Service Supervisors of America
Downey Chamber of Commerce
Educational Mandated Cost Network (EMCN)
Embracing Latina Leadership Alliances
English Council of California Two-Year Colleges
Equal Employment Diversity and Equity Consortium
Executive Women International
Gateway Cities Partnership
Health Services Association for California Community Colleges
Hispanic Association of Colleges and Universities (HACU)
Honors Transfer Council of California
Interior Design Educators Council
International Economic Development Council (IEDC)
International Society of Travel and Tourism Educators
Joint Review Committee in Radiologic Technology
Lakewood Chamber of Commerce
Latin Business Association (LBA)
League for Innovation
Learning Resources Network
Lions Club of Long Beach
Long Beach Area Chamber of Commerce
Long Beach Quingdao Association
Long Beach Rotary Club – Corporate
Los Angeles County School Trustees Association
Mission Conference
National Association for Foreign Student Affairs (NAFSA)
National Association of Latino Elected/Appointed Officials (NALEAO)
National Association of Student Personnel Administrators (NASPA)
National Coalition of Advanced Technology Centers (NCATC)
National Collegiate Honors Council
National Community College Hispanic Council
National Council for Marketing and Public Relations
National Council for Occupational Education
National Institute for Staff and Organizational Development (NISOD)
National League for Nursing
National Network of Two Year Health Care Program in Two Year Colleges (NN2)

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Norwalk Chamber of Commerce
Orange County/Long Beach Consortium for Nursing
Paramount Chamber of Commerce
Personnel Commissioners Association of Southern California
Phi Beta Kappa
Recording for the Blind and Dyslexic
Regional Hispanic Chamber of Commerce
Research and Planning Group (The RP Group)
Signal Hill Chamber of Commerce
South Coast Conference
South Coast Consortium of Schools & Colleges
South Coast Higher Education Council
South Gate Chamber of Commerce
Southern 30 Information Exchange Consortium
Southern California CCD Employment Relations Consortium
Southern California Directors of Vocational Nursing Programs
Southern California Intersegmental Articulation Council (SCIAC)
Southern California Regional Transit Training Consortium
Transfer Center Directors Association (TCDA)
Travel and Tourism Marketing Association
Umoja
Western Regional Honors Council
Western States Conference

The motion carried, all voting aye.

PACIFIC COAST CAMPUS

Update on Pacific Coast Campus

Dr. Marilyn Brock, Interim Associate Vice President of PCC, provided an update on the Pacific Coast Campus.

ECONOMIC AND RESOURCE DEVELOPMENT

No Items, No Report

ACADEMIC SENATE

No Report

TRUSTEES COMMUNICATIONS

President Kellogg congratulated and thanked the classified employees who are retiring for all their hard work and contributions to LBCC. He then shared that he was very pleased with how the 80th Anniversary Gala turned out and thanked Doug and Freda for their hard work.

NEW BUSINESS

There was no new business.

FUTURE REPORTS

- **June 24, 2008**
ACCJC Update on Assessment & Student Learning Outcomes

- **July 8, 2008 – Study Session**
Accreditation Self-Study Report
Institutional Effectiveness

- **September 9, 2008**
Diversity Update Report

- **October 2008**
Title V – HSI Update

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

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.

March 2009

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

- F. Ensure opportunities for all stakeholders to participate in accreditation self-study and approve a plan for addressing recommendations of the visiting team no later than three months after the accrediting commission issues its final report and recommendations.

President Oakley announced that the report on institutional effectiveness, scheduled for July 8, is being moved to August 26 to allow more time for preparation.

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 Kellogg adjourned the meeting at 5:50 p.m. The next regular meeting of the Board of Trustees will be held on June 24, 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 I, Liberal Arts Campus.

Assistant Secretary