

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

**Minutes of Meeting of
September 11, 2007**

The meeting of the Board of Trustees of the Long Beach Community College District, County of Los Angeles, California, was held in Building I, Liberal Arts Campus, 4901 East Carson Street, Long Beach, on September 11, 2007.

CALL TO ORDER

The meeting was called to order at 5:09 p.m., in the Board Room, Building I, Liberal Arts Campus.

PLEDGE OF ALLEGIANCE

Requesting that the audience join him in remembering the victims of 9/11, Superintendent-President Oakley led the Pledge of Allegiance.

President Otto opened the meeting by acknowledging that this day is the sixth anniversary of 9/11 and this meeting is an exercise in democracy, which is what this country is all about. Mr. Otto also noted the passing of a student at PCC, James Henry Johnson, whose wife is also a student, and offered condolences to the family.

ROLL CALL

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

WELCOME AND INTRODUCTIONS

Introduction of New Faculty

President Otto called upon John Downey, Faculty Professional Development Coordinator, who explained the mentoring program and introduced Fred Beebe and Teresa Gaudiot, Co-Chairs, Faculty Mentoring Program. The mentors introduced themselves and then the new faculty members, as follows:

NEW FACULTY

Marilyn Coe-Gysel
Vocational Nursing
Dave Gayle

MENTOR

Patricia Hays
Disabled Student Services
John Downey (for Jong Kim, Math)

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Life Science

Life Science

Robert Gibson
Aviation

Teresa Gaudiot
ESL

Dena Laney
Library

Fred Beebe (for Julie McGill, Voc. Nursing)
Social Sciences

ADJOURN TO RECEPTION FOR NEW FACULTY - Outside

President Otto welcomed the new faculty and adjourned to a reception.

RECONVENE OPEN SESSION

President Otto reconvened the meeting at 5:35 p.m.

APPROVAL OF MINUTES

It was moved by Member Bowen, seconded by Member Clark, that the minutes of the meeting of August 28, 2007, be approved as distributed.

The motion carried, all voting aye. Member Kellogg absent for the vote.

ORDERING OF THE AGENDA

There were no changes in the order of the agenda.

REPORT OF BOARD OF TRUSTEES

Report on Adopted Board of Trustees Goal 3.H., Improve Organizational Function and Create a Greater Sense of Community

At the May 8, 2007 Board meeting, the Board of Trustees adopted a set of goals for the academic years 2007-2009. These Board goals reflect a commitment to ensure the success of the LBCCD and have been organized with a timeline to assess and measure each goal.

Board President Doug Otto stated that, at the September 25 meeting there will be a formal report on Board Goal 3. **IMPROVE ORGANIZATIONAL FUNCTION AND CREATE A GREATER SENSE OF COMMUNITY**

H. Develop a plan by August 1, 2007 that expands and enhances opportunities for the Board of Trustees to raise the profile of the LBCCD in the broader community.

Committee Reports

There were no committee reports.

STUDENT TRUSTEE

Student Trustee Rantamaula reported on recent ASB events and plans for future events. He thanked Vice Presidents Gabel, Berz, and Villa, President Oakley, and President Otto for their attendance at the ASB reception the day before.

Mr. Rantamaula then thanked everyone who attended the Patriot Day Memorial at the LAC flag pole earlier in the day, commemorating September 11 victims, military servicemen and

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women, police, firefighters, and emergency response personnel that risked their lives for our freedom.

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

Administrative Appointment	3
Hourly Instructor – Fall	690
Hourly Coordinator – Fall	5
Hourly Counselor – Fall	23
Hourly Librarian – Fall	9
Hourly Reader – Fall	22

HUMAN RESOURCES (Classified)

Approve/ratify the following actions:

APPOINTMENTS

Probationary	1
Temporary	1
Exempt from the Merit System	91

SEPARATION FROM THE DISTRICT

Resignation	1
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FINANCE AND PURCHASING

Approve the following actions:

FINANCE

Budget Transfers

There are no budget transfers since the August 28, 2007 Board meeting.

Salary Warrants

Ratify issuance of salary warrants listed on Register No. 4417 through Register No. 4420 for the period of August 6, 2007, through August 17, 2007, in the amount of \$1,565,384.87 as listed:

Register No. 4417 Issue Date 08/10/07	Warrant Nos. 0757965 – 0758062	\$ 841,830.07
Register No. 4418 Issue Date 08/10/07	Warrant Nos. 0758063 – 0758334	\$ 366,566.24

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Register No. 4419 Warrant Nos. 0758335 – 0758367 \$ 89,609.56
Issue Date 08/16/07

Register No. 4420 Warrant Nos. 0758368 – 0758394 \$ 267,379.00
Issue Date 08/16/07

Total Salary Warrants Issued: \$ 1,565,384.87

Reissuance of Salary Warrant

Authorize the reissuance of salary warrant No. 616202, dated April 30, 1998, to *Thomas J. Killian* in the amount of \$3,797.93. This action is required in accordance with Ed Code Section 85270 which states that all warrants exceeding two and one half years go back to Board for approval.

Commercial Warrants

Ratify issuance of commercial warrants for the period of August 6, 2007, through August 17, 2007, in the amount of \$4,324,434.70 as listed:

Period Ending August 6, 2007	
Unrestricted General Fund 01	\$ 546,424.97
Restricted General Fund 12	155,819.14
Child Development Fund 33	5,535.47
Capital Outlay Projects Fund 41	3,923.64
General Obligation Bond Fund 43	117,364.50
General Obligation Bond Fund 45	24,300.95
Self Insurance Fund 61	604,038.00
Student Financial Aid Fund 74	2,155,376.74
Payroll Clearing Fund 76	1,445.81
Stadium Operations Fund 58	<u>16,013.06</u>
	Total Period 1 Warrants: \$ <u>3,630,242.28</u>

Period Ending August 17, 2007	
Unrestricted General Fund 01	\$ 133,957.37
Restricted General Fund 12	199,839.07
General Obligation Bond Fund 43	77,817.44
General Obligation Bond Fund 45	21,619.02
Community Service Contract Ed Fund 59	442.00
Student Financial Aid Fund 74	200,176.44
Payroll Clearing Fund 76	55,850.74
Stadium Operations Fund 58	<u>4,490.34</u>
	Total Period 2 Warrants: \$ <u>694,192.42</u>

Commercial Warrants Total: \$ 4,324,434.70

Included in the total warrant expenditure of \$4,324,434.70 are the following payments greater than \$25,000, excluding employee benefits and utilities:

Unrestricted General Fund 01

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1. \$ 138,827 to *Protected Insurance Program for Schools* for Workers' Compensation coverage from July 1, 2007, through June 30, 2008 (third of ten installments).
2. \$ 57,415 to *Academic Marketing Services* for the production and mailing of the district-wide Career Focus magazine (this is jointly funded by Board Financial Assistance Program/BFAP).

Restricted General Fund 12

1. \$ 67,474 to *Apple Computer, Inc.* to purchase fifty (50) Macintosh computers.
2. \$ 61,092 to *Dell Marketing LP* to purchase thirty (30) computers and twenty-five (25) monitors.
3. \$ 36,954 to *HAAS Factory Outlet, LLC* to purchase a milling machine for the Trades Department - Machine & Tools.
4. \$ 17,200 to *Academic Marketing Services* for the production and mailing of the district-wide Career Focus magazine (this is jointly funded with the Unrestricted General Fund).

General Obligation Bond Fund 43 / 45

1. \$ 52,022 to *Rondeux Relocation Services, Inc.* for the Library's relocation from June 11, 2007, through June 21, 2007, at the Liberal Arts Campus.
2. \$ 32,334 to *Talimar Systems, Inc.* to purchase modular furnishings for the Career Center in the Interim Learning Resource Center at the Liberal Arts Campus.
3. \$ 25,152 to *Talimar Systems, Inc.* to purchase modular furnishings for the Academic Computing and Technology Information (ACIT) Department.

Self Insurance Fund 61

1. \$ 604,038 to *Statewide Association of Community College (SWACC) JPA* for property and liability coverage for fiscal year 2007-2008.

PURCHASING

Bid Award

C0846 with *Wondries Fleet Group* for the purchase of four (4) pickup trucks in an amount not to exceed \$74,551 including all applicable taxes and fees.

Purchase Order Approvals/Ratifications

Authorize the issuance of purchase orders for the period August 6, 2007, through August 17, 2007, in the amount of \$362,069.29 as listed.

PO #58333 – #58414

\$ 362,069.29

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Total Amount \$ 362,069.29

Included in the total amount of purchase orders of \$362,069.29 are the following items greater than \$25,000:

General Fund – Fund 01

PO #58344 *Landscape Engineering Services, Inc* \$ 29,850.00
 dba: Steven's Tree Experts
 Tree trimming

Self Insurance Fund – Fund 61

PO #58396 *Statewide Association of Community College (SWACC) JPA* \$ 50,000.00
 Property and liability claims

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 93136.8 – Ratify – With the *Chancellor's Office, California Community Colleges*, to provide funding for the Center for International Trade Development (CITD) effective January 1, 2007, through August 31, 2008. The amount of funding for the 2006-07 fiscal year was \$102,500 and \$205,000 for the 2007-2008 fiscal year, for a total grant amount of \$307,500.

Contract Awards

CN 93136.9 – Ratify – With *Cavanaugh Machine Works, Inc.*, to sell surplus Computer Numerical Control (CNC) Machines in the amount of \$30,101.

Contract Amendments

CN 99634.1 – With *Jaime Serrano, Jr.*, Amendment #7, to provide additional services and increase the contract by \$30,000, for a total contract amount not to exceed \$128,500, paid with Global Logistics Goods Movement Grant funds.

CN 99642.3 – With *Martha N. De Young*, Amendment #1, to provide additional services, and increase the contract by \$41,600 for a total contract amount not to exceed \$116,600, paid with Increasing Nursing Capacity Grant funds.

CN 99642.6 – With *United States Veterans Initiative*, Amendment #1, to amend the name of the contractor from *Villages at Cabrillo/U.S. Veterans-Long Beach* to *United States Veterans Initiative*.

Change Order Ratification

CN 22010.4 – With *Mel Smith Electric, Inc.*, Change Order #7, for the Water Main Relocation and Central Plant Piping Package project at the Liberal Arts Campus in the amount of \$98,629, for a total contract amount not to exceed \$5,330,359.66, to be paid with

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Measure E Bond funds. Total approved Change Order represents 4.75% of the total contract amount.

Partial Release of Retention

CN 22025.4 – With *Segovia Construction* for the Building R Gymnasium Renovations project at the Liberal Arts Campus to reduce the percentage of retention being held from 10% to 5%. The project is 85% complete.

Amendment to Board Action

CN 93096.8 – With *Adorno Yoss Alvarado & Smith* for legal services on an as-needed basis to change the termination date from June 30, 2007, to October 31, 2007.

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

The motion carried, all voting aye. Member Kellogg absent for the vote.

ACADEMIC SENATE (Title 5, Section 53203)

No Items

SUPERINTENDENT-PRESIDENT

Superintendent-President's Report

Superintendent-President Oakley reminded the Board and audience of the events of this week in celebration of LBCC's 80th Anniversary.

ACADEMIC AFFAIRS

No Items

STUDENT SUPPORT SERVICES

No Items

ADMINISTRATIVE SERVICES

No Items

PACIFIC COAST CAMPUS

No Items

ECONOMIC AND RESOURCE DEVELOPMENT

No Items

ACADEMIC SENATE

Sigrid Sexton, President, Academic Senate, reported that the Senate is in the process of working on goals this semester. Some of them are Communication, Community, and Student Success at the levels of basic skills, honors, and transfer. Ms. Sexton stated they had a good experience working with Vice President Rose DelGaudio in getting together the Staff Diversity Task Force and since the faculty is one of the groups that needs more diversity, they wanted to be more involved with that.

TRUSTEES COMMUNICATIONS

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Member Uranga indicated he will not be at the September 25 meeting as he will be attending the ACCT Conference in San Diego.

NEW BUSINESS

There was no new business.

FUTURE REPORTS

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

September 25, 2007

1. MEASURE AND IMPROVE FISCAL AND INFRASTRUCTURE STABILITY

A. Adopt Board budget guidelines by September 2007 that include:

- a balanced General Fund budget
- a 5.0% General Fund budget
- a sound reserve for retiree benefits
- a sound reserve for increased facilities maintenance
- a sound reserve for technology replacement and support

November 13, 2007

1. MEASURE AND IMPROVE STUDENT SUCCESS

A. Ensure that a college readiness (basic skills program with timelines and performance measures is presented by Fall 2007, and monitor the program biannually.

November 13, 2007

1. MEASURE AND IMPROVE STUDENT SUCCESS

F. Review and assess a report by Fall 2007 on the effectiveness of LBCCD Career Technical Education programs with an action plan and timeline to increase their effectiveness and alignment with the workforce needs of the region.

December 11, 2007

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

C. Review and assess a professional development plan for all faculty and staff with funding strategies and implementation timelines by December 31, 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 5:45 p.m. The next regular meeting of the Board of Trustees will be held on September 25, 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 FF, Dyer Assembly Hall, Pacific Coast Campus.

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Assistant Secretary