

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

**Minutes of Meeting of
September 25, 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 September 25, 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 5:07 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

Member Bowen led the Pledge of Allegiance.

ROLL CALL

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

WELCOME AND INTRODUCTIONS

President Otto welcomed everyone to the meeting.

APPROVAL OF MINUTES

It was moved by Member Kellogg, seconded by Member Clark, that the minutes of the meeting of September 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

2007-2008 Proposed Budget for the Long Beach Community College District-Public Hearing

A Public Hearing was held on the 2007-2008 Proposed Budget for the Long Beach Community College District. There were no comments.

Bond Measure Survey Results

Superintendent-President Oakley introduced Amelia Caine and Brian Godbe from Godbe Research, Inc., who then presented the results of the pre-election survey for the feasibility of a bond measure passing on a future ballot, and responded to questions.

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

This item was laid over to the October 23, 2007 Board meeting.

Committee Reports

There were no committee reports.

STUDENT TRUSTEE

Student Trustee Rantamala presented to the Board copies of the first ASB newsletter, and reported on the Student Outreach Program, ASB Committees, and future 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 - Fall	11
Long Term Substitute Instructor	1
Stipends	3

In-Service Changes

Change to Salary – Contract	1
Change to Title – Contract	1

HUMAN RESOURCES (Classified)

Approve/ratify the following actions:

APPOINTMENTS

Probationary	1
Temporary	2
Exempt from the Merit System	84
Stipends	1

FINANCE AND PURCHASING

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Approve the following actions:

FINANCE

Budget Transfers

There are no budget transfers since the September 11, 2007 Board meeting.

Salary Warrants

Ratify issuance of salary warrants listed on Register No. 4421 for the period of August 20, 2007, through August 31, 2007, in the amount of \$5,295,298.61 as listed:

Register No. 4421	Warrant Nos. 0758395 – 0758490	\$ 5,295,298.61
Issue Date 08/31/07		
	Total Salary Warrants Issued:	\$ <u>5,295,298.61</u>

Commercial Warrants

Ratify issuance of commercial warrants for the period of August 20, 2007, through August 31, 2007, in the amount of \$8,169,526.97 as listed:

Period Ending August 24, 2007:

Unrestricted General Fund 01	\$ 1,280,558.52
Restricted General Fund 12	606,991.83
Child Development Fund 33	1,804.71
Capital Outlay Projects Fund 41	909,909.78
General Obligation Bond Fund 43	1,411,964.53
General Obligation Bond Fund 44	397,992.93
General Obligation Bond Fund 45	291,667.49
Community Service Contract Ed Fund 59	21,542.00
Self Insurance Fund 61	50,000.00
Student Financial Aid Fund 74	642,954.12
Retiree Benefits Fund 79	468,978.29
Stadium Operations Fund 58	<u>1,038.48</u>

Total Period 1 Warrants: \$ 6,085,402.68

Period Ending August 31, 2007:

Unrestricted General Fund 01	\$ 525,411.64
Restricted General Fund 12	712,767.72
General Obligation Bond Fund 43	39,868.50
General Obligation Bond Fund 45	16,839.06
Student Financial Aid Fund 74	480,260.37
Payroll Clearing Fund 76	305,283.13
Stadium Operations Fund 58	<u>3,693.87</u>

Total Period 2 Warrants: \$ 2,084,124.29

Commercial Warrants Total: \$ 8,169,526.97

Included in the total warrant expenditure of \$8,169,526.97 are the following payments greater than \$25,000, excluding employee benefits and utilities:

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Unrestricted General Fund 01

1. \$ 359,540 to *Long Beach Police Department* for May and June 2007 security services.
2. \$ 124,476 to *City of Long Beach* for Administration of Justice Police and Fire Services classes for summer 2007.

Restricted General Fund 12

1. \$ 473,351 to *Dell Marketing L.P.* for computer upgrades for full-time faculty and instructional laboratories.
2. \$ 94,893 to *Bear Data Systems* for campus-wide network switches.
3. \$ 93,103 to *El Camino College* for hosting a service center for the Small Business Development Center Network from January 1, 2007, through June 30, 2007.
4. \$ 79,544 to *Santa Clarita Community College District* for hosting a service center for the Small Business Development Center Network from April 1, 2007, through June 30, 2007.
5. \$ 66,433 to *Loyola Marymount University* for hosting a service center for the Small Business Development Center Network from April 1, 2007, through June 30, 2007.
6. \$ 49,825 to *Ventura County Community College District* for hosting a service center for the Small Business Development Center Network from April 1, 2007, through June 30, 2007.
7. \$ 39,896 to *Zones Corporate Solutions* for 40 (forty) connectors and 6 (six) switches for the Library / Learning Resource Center.
8. \$ 37,253 to *Dr. Gayla Kraetch Hartsough / KH Consulting Group, Inc.* for providing consulting services for the Small Business Development Center Network from May 2007 through July 2007.

Capital Outlay Projects Fund 41

1. \$ 775,831 to *Pinner Construction Co., Inc.* for replacement of Tech Buildings SS and TT on the Pacific Coast Campus.
2. \$ 134,079 to *City National Bank-Honeywell* for the Honeywell mechanical retrofit and energy management project lease purchase payment.

General Obligation Bond Fund 43 / 44 / 45

1. \$1,277,228 to *Taisei Construction Corporation* for South Quad Complex construction work.
2. \$ 397,993 to *Cordoba Corporation* for construction project management for July 2007.

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3. \$ 151,985 to *Segovia Construction* for renovation services for the Building R Gymnasium at the Liberal Arts Campus.
4. \$ 60,966 to *Rachlin Architects, Inc.* for architect services for the Industrial Technology Complex on Pacific Coast Campus.
5. \$ 54,840 to *RMA Construction Services, Inc.* for bond program technical support services in July 2007.
6. \$ 51,855 to *Pumpman, Inc.* for the removal and disposal of an existing pump and the installation of two (2) new pumps in Building E at the Liberal Arts Campus.
7. \$ 39,135 to *Cambridge West Partnership, LLC* for professional services rendered for the Building Facilities Program Support, the Physical Education Locus Plan, and the 2020 Unified Master Site Development Plan.
8. \$ 25,820 to *TSG Enterprises, Inc.* for consulting services for the Labor Compliance Project in June 2007.

Self Insurance Fund 61

1. \$ 50,000 to *Keenan & Associates* to cover property and liability claims.

PURCHASING

Purchase Order Approvals/Ratifications

Authorize the issuance of purchase orders for the period August 20, 2007, through August 31, 2007, in the amount of \$764,916.73 as listed.

PO #58415 – 58563	\$ 764,916.73
Total Amount	\$ 764,916.73

Included in the total amount of purchase orders of \$764,916.73 are the following items greater than \$25,000:

General Fund – Fund 01

PO #58415 <i>USPS</i>	\$ 250,000.00
Annual postage for meters	

Restricted General Fund– Fund 12

PO #58514 <i>Asphalt Care</i>	\$ 50,000.00
Repair and maintenance of parking lots	

ACADEMIC AFFAIRS, STUDENT SUPPORT AND ADMINISTRATIVE SERVICES

Approve the following actions:

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

Grants

CN 93137.1 – Ratify – With the *Chancellor's Office, California Community Colleges*, to provide funding for the partnership between the District and Long Beach Unified School District (LBUSD) to expand the Architecture/Drafting program effective May 10, 2007, through June 30, 2009. Amount of funding is \$250,000.

CN 93137.2 – Ratify – With the *Chancellor's Office, California Community Colleges*, to provide funding for the Small Business Development Center (SBDC) effective July 1, 2007, through June 30, 2008. Amount of funding is \$50,000.

Bond Contract Awards

CN 22025.7 – Ratify – With *CST Environmental, Inc.*, for the Muffler Shop Demolition project at the 1591 E. Pacific Coast Highway, Long Beach in an amount not to exceed \$57,800, paid with Measure E Bond funds.

Authorization was given to the Vice President, Administrative Services, to approve the selection for the responsible and responsive contractor at the July 10, 2007, board meeting.

Bond Contract Amendments

CN 22006.3 – With *Moss-Adams LLP*, Amendment #4, for performance audit services for the Measure E Bond program, to increase the contract amount by \$83,570 for the third option term (FY 07-08), for a total contract amount not to exceed \$327,285, paid with Measure E Bond Funds.

CN 22008.9 – With *TYR Inc.*, Amendment #2, to increase the contract amount by \$500,000 for a total contract amount not to exceed \$1,000,000, paid with Measure E Bond funds.

CN 22019.2 – With *RDS Architects*, Amendment #1, to change the termination date from June 30, 2008, to December 31, 2008, and increase the contract amount by \$142,000, for a total contract amount not to exceed \$305,000, to be paid with Measure E Bond funds. The increase includes \$5,000 for reimbursable expenses.

Contract Awards

CN 99645.2 – Ratify – With *Los Angeles Air Conditioning, Inc.*, for the Re-Bid Building J Boiler Replacement project at the Liberal Arts Campus in the amount not to exceed \$241,000, paid with Measure E Bond and State funds.

CN 99645.3 – Ratify – With *Long Beach Community Services Development Corporation*, for placement of students in work-study positions effective July 9, 2007, through June 30, 2010, for an amount not to exceed \$108,000, to be paid with CalWORKs funds.

CN 99645.4 – Ratify – With *Alchemy Computer Services*, for placement of students in work-study positions effective August 8, 2007, through June 30, 2010, for an amount not to exceed \$51,000, to be paid with CalWORKs funds.

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CN 99645.5 – Ratify – With *Creative Arts Preschool*, for placement of students in work-study positions effective July 9, 2007, through June 30, 2010, for an amount not to exceed \$60,000, to be paid with CalWORKs funds.

CN 99645.6 – Ratify – With *Cambrian Homecare*, for placement of students in work-study positions effective July 9, 2007, through June 30, 2010, for an amount not to exceed \$150,000, to be paid with CalWORKs funds.

CN 99645.7 – Ratify – With *Codcrow, Inc.*, for placement of students in work-study positions effective August 6, 2007, through June 30, 2010, for an amount not to exceed \$30,000, to be paid with CalWORKs funds.

CN 99645.8 – Ratify – With *Eagle High International, Inc.*, for placement of students in work-study positions effective July 1, 2007, through June 30, 2010, for an amount not to exceed \$48,000, to be paid with CalWORKs funds.

CN 99646.1 – Ratify – With *Vanessa Jarvis dba Jarvis Law Offices*, for placement of students in work-study positions effective July 1, 2007, through June 30, 2010, for an amount not to exceed \$51,000, to be paid with CalWORKs funds.

CN 99646.2– Ratify – With *Substance Abuse Foundation of Long Beach, Inc.*, for placement of students in work-study positions effective July 9, 2007, through June 30, 2010, for an amount not to exceed \$216,000, to be paid with CalWORKs funds.

CN 99646.3 – Ratify – With *Governmental Solutions Group, LLC*, for political consulting services effective October 1, 2007, through August 30, 2009, for an amount not to exceed \$60,000, to be paid with Foundation funds provided to the District for this specific purpose. The total amount includes \$5,000 for reimbursable expenses.

Contract Amendments

CN 99636.3 – With *RDS Architects*, Amendment #2, to change the termination date from September 30, 2007, to June 30, 2008, and increase the contract amount by \$16,000 for a total contract amount not to exceed \$46,000, to be paid with Schedule Maintenance funds.

Change Order Ratifications

CN 22010.4 – With *Mel Smith Electric, Inc.*, Change Orders #8, #9, and #10 for the Water Main Relocation and Central Plant Piping project at the Liberal Arts Campus in the amounts of \$99,937, \$88,156, and \$53,243 respectively, for a total amount not to exceed \$5,518,452.66 to be paid with Measure E Bond funds. Total approved change orders represent 9.49% of the contract amount.

CN 22024.7 – With *PCN3, Inc.*, Change Order #1, for the Learning Resource Center Building E Temporary Renovation and Interim Facilities project at the Liberal Arts Campus, in the amount of \$11,626.45 for a total contract amount not to exceed \$457,929.45 to be paid with Measure E Bond funds. Total approved change orders represent 2.61% of the contract amount.

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CN 99607.5 – With *Pinner Construction Company, Inc.*, Change Orders #21 and #22, for the New Technology Phase 2 project at the Pacific Coast Campus, in the amounts of \$73,825.70 and a credit of \$1,515 respectively with the total contract amount not to exceed \$7,623,407.23 to be paid with Measure E Bond funds. Change Order #23 is for an extension of time of 286 calendar days. Total approved change orders represent 9.94% of the contract amount.

CN 99641.9 – With *Solpac Construction, Inc., dba Soltek Pacific Construction Company, Inc.*, Change Order #2, for the new Library/Learning Resource Center and Site Utility project at the Pacific Coast Campus, in the amount of \$21,884.82 for a total contract amount not to exceed \$9,119,697.82 to be paid with Measure E Bond funds. Total approved change orders represent .42% of the contract amount.

CN 99642.8 – With *Solpac Construction, Inc., dba Soltek Pacific Construction Company, Inc.*, Change Orders #1 and #2 for the Learning Resource Center Building L Modernization project at the Liberal Arts Campus, in the amounts of \$42,210 and \$86,061, respectively, for a total contract amount not to exceed \$13,739,471 to be paid with Measure E Bond funds. Total approved change orders represent .94% of the contract amount.

Settlement

CN 22025.1 – With *Allied e Corp.*, for the Building Z Landscaping project at the Liberal Arts Campus to approve the Settlement Agreement in the amount of \$7,500.

CN 99607.5 – With *Pinner Construction Company, Inc.*, for the new Industrial Technology Building Phase 2 at the Pacific Coast Campus to approve the Settlement Agreement in the amount of \$313,522.53.

It was moved by Member Kellogg, 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 Bowen, that the Board of Trustees adopt Resolution 092507A authorizing compensation to Board Member Roberto Uranga for the meeting of September 25, 2007, from which he is absent due to the performance of services outside the meeting for the community college district. Member Uranga is in San Diego attending the ACCT Community College Leadership Congress, which he needs to attend earlier than the other members due to his service on additional ACCT committees.

The motion carried, all voting aye.

ACADEMIC SENATE (Title 5, Section 53203)

No Items

SUPERINTENDENT-PRESIDENT

Superintendent-President's Report

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Superintendent-President Oakley thanked everyone who participated in the 80th Anniversary events, and especially Robert Garcia, Mark Taylor, Camille Bolton, and Chi-Chung Keung for putting it together and doing a great job.

ACADEMIC AFFAIRS

Program Discontinuance

It was moved by Member Kellogg, seconded by Member Clark, that the Board of Trustees discontinue the Travel Industry instructional program. The program is known on the state list of authorized programs as program 8846.

The four related certificate of completion programs also to be discontinued are: Travel Industry Management Specialist, Travel Destinations, Cruise Specialist and Air Reservation Specialist.

The motion carried, all voting aye.

STUDENT SUPPORT SERVICES

No Items

ADMINISTRATIVE SERVICES

2007-2008 Adopted Budget

Vice President Gabel gave a presentation on the Adopted Budget 2007-2008.

It was moved by Member Bowen, seconded by Member Kellogg, that the Board of Trustees conduct a public hearing and approve the Adopted Budget for 2007-2008.

The motion carried, all voting aye.

PACIFIC COAST CAMPUS

No Items

ECONOMIC AND RESOURCE DEVELOPMENT

No Items

ACADEMIC SENATE

There was no report.

TRUSTEES COMMUNICATIONS

Member Bowen shared his concern about how long it took to get the State budget passed. There was some discussion about the negative impact to LBCC of having the State budget passed late nearly every year, but, out of necessity because we have no control over the State budget process, LBCC has become good at anticipating and preparing for the delays.

NEW BUSINESS

There was no new business.

FUTURE REPORTS

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

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

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.

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 6:25 p.m. The next regular meeting of the Board of Trustees will be held on October 23, 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