

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

**Minutes of Meeting of
May 26, 2009**

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 May 26, 2009.

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 5:08 p.m., in the Board Room, Building I, Liberal Arts Campus. President Bowen reported that, in closed session, no action was taken.

PLEDGE OF ALLEGIANCE

Kathryn Brown led the Pledge of Allegiance.

ROLL CALL

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

WELCOME AND INTRODUCTIONS

President Bowen welcomed everyone to the meeting.

Superintendent-President Oakley presented a certificate to Professor Courtney Seligman who is retiring from the college with thirty-nine years of service.

President Oakley congratulated one of our own classified employees, Sabrina Sanders that just received her Doctorate in Education Leadership & Management from the Alliant International University, San Diego, CA. Her dissertation was on "Building the Pipeline in California Community Colleges - The Preferred Path of Preparation of Chief Student Services Officers."

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President Oakley said that at the last meeting we had the opportunity to announce the “Exemplary Innovation Award” that was awarded to LBCC and its Center for Advanced Transportation, Technology & Energy, but didn’t have a chance to show the award, but was able to show it at tonight’s meeting. He also thanked Gail Schwandner and the team.

APPROVAL OF MINUTES

It was moved by Member Clark, seconded by Member Otto, that the minutes of the meeting of May 12, 2009, 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

Resolution, Student Trustee – 2008-2009

It was moved by Member Clark, seconded by Member Kellogg, that the Board of Trustees adopt Resolution of Commendation No. 052409A for Kathryn Brown, for her service as the student member of the Board of Trustees, Long Beach Community College District, during the 2008-2009 academic year.

The motion carried, all voting aye.

Board President Bowen read the Resolution of Commendation and presented it to Student Trustee Brown. The Trustees congratulated and thanked Ms. Brown for her service.

Committee Reports

There were no committee reports.

STUDENT TRUSTEE

Ms. Brown thanked everyone for the enriching experience she has gained while serving as our Student Trustee. She looks forward to participating in this year’s commencement as a speaker, but most importantly, as a graduate.

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.

Faculty member, DeWayne Sheaffer, announced that he has been elected for two more years as CCA President. DeWayne addressed the Board on negotiations and the budget issues. Mr. Sheaffer stated that they received 205 signatures out of 329 faculty in support of the 16-week calendar, but has concerns about moving forward, given the budget restraints at this time.

The following items were part of the Consent Agenda

HUMAN RESOURCES (Academic)

Approve/ratify the following actions:

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APPOINTMENTS

Stipends 2

IN-SERVICE CHANGES

Change of Title – Contract 3
 Department Head Election 8

HUMAN RESOURCES (Classified)

Approve/ratify the following actions:

APPOINTMENTS

Probationary 2
 Provisional 1
 Temporary 1
 Exempt from the Merit System 15

IN-SERVICE CHANGES

Changes and Modifications 3

SEPARATION FROM THE DISTRICT

Resignation 1

FISCAL SERVICES

Approve the following actions:

FINANCE

Budget Transfers

(a) Budget Transfer numbers 129481, 129501, 129511, 129540, 129555, 129581 and 129604 for the Unrestricted General Fund 01 in the amount of \$19,246 as listed:

From: Classified Salaries	\$	602	
Employee Benefits		78	
Supplies		1,444	
Services and Operating Expenses		12,798	
Equipment		<u>4,324</u>	\$ <u>19,246</u>
To: Academic Salaries	\$	2,297	
Employee Benefits		346	
Supplies		10,309	
Services and Operating Expenses		3,414	
Equipment		<u>2,880</u>	\$ <u>19,246</u>

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

(b) Budget Transfer numbers 129480, 129523, 129560 and 129580 for the Restricted General Fund 12 in the amount of \$432,248 as listed:

From: Academic Salaries \$ 13,783

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Classified Salaries	65,765	
Employee Benefits	10,733	
Services and Operating Expenses	1,632	
Equipment	350	
Reserve/Student Payments	<u>339,985</u>	\$ <u>432,248</u>

To: Academic Salaries	\$ 267,551	
Employee Benefits	82,784	
Supplies	7,983	
Services and Operating Expenses	100	
Equipment	<u>73,830</u>	\$ <u>432,248</u>

Included in the budget transfers of \$432,248 for the Restricted General Fund 12 are the following transfers greater than \$25,000:

<u>AT</u>	<u>From:</u>	<u>Amount</u>
129480	233000-12-684500-9612 Classified Salaries Non-Instructional	\$ 65,336
	395000-12-684500-9612 Employee Benefits Non-Instructional	8,494
	<u>To:</u>	
	641000-12-013300-9612 Instructional Equipment<\$5000	\$ 3,034
	641000-12-093900-9612 Instructional Equipment<\$5000	3,584
	641000-12-094700-9612 Instructional Equipment<\$5000	34,266
	641000-12-095200-9612 Instructional Equipment<\$5000	2,822
	641000-12-095300-9612 Instructional Equipment<\$5000	645
	641000-12-095800-9612 Instructional Equipment<\$5000	11,998
	641000-12-101100-9612 Instructional Equipment<\$5000	13,026
	642000-12-094700-9612 Instructional Equipment>\$5000	4,455

To cover additional expenses for Career Technical Equipment projects.

<u>AT</u>	<u>From:</u>	<u>Amount</u>
129523	790100-12-602000-2875 Reserves	\$ 339,985
	<u>To:</u>	
	111000-12-150500-2875 Academic Instructional Salaries	\$ 72,300
	395100-12-150500-2875 Employee Benefits Instructional	23,859
	111000-12-170200-2875 Academic Instructional Salaries	46,535
	395100-12-170200-2875 Employee Benefits Instructional	15,357
	111000-12-492000-2875 Academic Instructional Salaries	55,476
	395100-12-492000-2875 Employee Benefits Instructional	18,307
	111000-12-493000-2875 Academic Instructional Salaries	62,640
	395100-12-493000-2875 Employee Benefits Instructional	20,671
	145000-12-631000-2875 Counselor Hourly Salaries	9,120
	145500-12-631000-2875 Counselor Overload Hourly Salaries	12,480
	395000-12-631000-2875 Employee Benefits Non-Instructional	3,240

To realign budget line items for the Basic Skills program.

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(c) Budget Transfer numbers 129465, 129561 and 129598 for the General Obligation Bond Fund 45 in the amount of \$340,279 as listed:

From: Construction/Additions	\$ 250,000	
Reserves	<u>90,279</u>	\$ <u>340,279</u>
To: Services and Operating Expenses	\$ 212,779	
Additions/Engineering/Equipment	<u>127,500</u>	\$ <u>340,279</u>

Included in the budget transfers of \$340,279 for the General Obligation Bond Fund 45 are the following transfers greater than \$25,000:

<u>AT</u>	<u>From:</u>	<u>Amount</u>
129465	621000-45-710400-5418 Construction and Additions	\$ 250,000
	<u>To:</u>	
	568000-45-710400-5701 Maintenance Non-Instructional Building, Grounds and Furnishings	\$ 100,000
	589000-45-710400-5701 Other Services	15,000
	612000-45-710400-5701 Site Improvements	15,000
	621000-45-710400-5701 Construction and Additions	100,000
	568000-45-710600-5801 Maintenance Non-Instructional Building, Grounds and Furnishings	20,000

To fund additional campus improvements on the Pacific Coast and Liberal Arts Campuses.

<u>AT</u>	<u>From:</u>	<u>Amount</u>
129561	790100-45-710400-5327 Reserves – Liberal Arts Campus	\$ 70,000
	<u>To:</u>	
	589000-45-710400-5327 Other Services	\$ 70,000

To cover relocation expenses for the Liberal Arts Campus Learning Resource Center.

Salary Warrants

Ratify issuance of salary warrant listed on Register No. 4539 for the period of April 20, 2009 through May 1, 2009 in the amount of \$5,830,209.96 as listed:

Register No. 4539	Warrant Nos. 86511 – 86609	\$ 5,830,209.96
Issue Date 04/30/09		
	Total Salary Warrants Issued:	\$ <u>5,830,209.96</u>

Commercial Warrants

Ratify issuance of commercial warrants for the period of April 20, 2009 through May 1, 2009 in the amount of \$3,941,136.91 as listed:

Period Ending April 24, 2009	
Unrestricted General Fund 01	\$ 141,346.34
Restricted General Fund 12	363,419.01

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Child Development Fund 33	105.76	
General Obligation Bond Funds 43, 45, 46	88,119.33	
Veterans' Stadium Operations Fund 58	6,248.53	
Contract/Community Education Fund 59	<u>131.33</u>	
		Total Period 1 Warrants: \$ <u>599,370.30</u>

Period Ending May 1, 2009		
Unrestricted General Fund 01	\$ 236,178.77	
Restricted General Fund 12	293,157.01	
Child Development Fund 33	152.36	
General Obligation Bond Funds 43, 45, 46	2,693,793.29	
Veterans' Stadium Operations Fund 58	222.39	
Contract/Community Education Fund 59	4,500.00	
Self Insurance Fund 61	10,780.47	
Payroll Clearing Fund 76	<u>102,982.32</u>	
		Total Period 2 Warrants: \$ <u>3,341,766.61</u>

Commercial Warrants Total: \$ 3,941,136.91

Included in the total warrant expenditure of \$3,941,136.91 are the following payments greater than \$25,000, excluding employee benefits and utilities:

Unrestricted General Fund 01

1. \$ 29,064 to *Dell Marketing, L.P.*, computer equipment for Media Services.

Restricted General Fund 12

1. \$ 125,711 to *Santa Clarita Community College District* for hosting a service center for the Small Business Development Center Network.
2. \$ 83,760 to *El Camino Community College District* for hosting a service center for the Small Business Development Center Network.
3. \$ 78,271 to *American Machinery and Blade, Inc.*, VTEA (Vocational Technical Education Act) equipment for the Pacific Coast Campus Welding Department.
4. \$ 76,002 to *Ventura County Community College District* for hosting a service center for the Small Business Development Center Network.
5. \$ 72,725 to *Mt. San Antonio Community College District* for hosting a service center for the Small Business Development Center Network.
6. \$ 41,403 to *Pacific Coast Regional Small Business Development Corp.*, for hosting a service center for the Small Business Development Center Network.

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7. \$ 29,532 to *Santa Monica Community College District* for hosting a service center for the Small Business Development Center Network.

General Obligation Bond Funds 43/45/46

1. \$ 1,400,878 to *Taisei Construction Corp.*, for construction of the Liberal Arts Campus South Quad Complex.
2. \$ 478,463 to *Cordoba Corporation* for bond project construction management.
3. \$ 297,274 to *Spinitar* for installation of audio visual systems at the Liberal Arts Campus Learning Resource Center broadcast studio.
4. \$ 268,395 to *Siemens Building Technologies, Inc.*, for energy improvements of the Central Plants at the Pacific Coast and Liberal Arts Campuses.
5. \$ 62,215 to *Siemens Building Technologies, Inc.*, for the annual Central Plant maintenance service agreement from April 1, 2009 through June 30, 2009.
6. \$ 40,564 to *McMurray Stern, Inc.*, for modular millwork cabinets and work surfaces in the Liberal Arts Campus Learning Resource Center.
7. \$ 32,535 *Mel Smith Electric*, escrow retention for the underground and media project for the Pacific Coast Campus Industrial Technology Complex (Tech I).

Budget Increase (Decrease)

Restricted General Fund 12

Revised 2008-2009 Budget:

Title V Regular Skills Program 9408	\$	457,505
Federal Work Study Program	\$	234,953
Student Financial Aid Administration Allowance Program	\$	15,348
Child Development Training Consortium Program	\$	4,630
California Early Childhood Mentor Program	\$	850
Title V Regular Skills Program 9407	\$	(457,505)

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:

Grant/Revenue Agreements

CN 93143.7 – With the *U. S. Small Business Administration (U.S. SBA)* to provide funding effective May 1, 2009 through April 30, 2010. Amount of funding is \$17,198.

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Bond Contract Awards

CN 22035.1 – Ratify – With *Y & M Construction, Inc.*, for the Foundation Tenant Improvements Conant Building Project at the Liberal Arts Campus for a total contract amount not to exceed \$87,000, paid from General Obligation Bond Fund.

CN 22035.2 – With *Moss Adams LLP* for Performance Audit Services effective July 1, 2009 through June 30, 2014 with a first year amount of \$9,700, plus reimbursable expenses not to exceed \$1,500 per year, paid from General Obligation Bond Fund.

CN 22035.4 – Ratify – With *Best Contracting Services, Inc.*, for the Child Development Center Roof Replacement project at the Liberal Arts Campus for a total contract amount not to exceed \$42,424, paid from General Obligation Bond Fund.

Bond Contract Amendments

CN 22024.4 – With *Siemens Building Technologies, Inc.*, Amendment #6, to extend the termination date from June 30, 2009 to June 30, 2010.

CN 22024.4YB – With *Siemens Building Technologies, Inc.*, Amendment #7, for additional services to provide technical support for the Central Plants and to increase the contract by an amount of \$309,084 for a total contract amount not to exceed \$23,815,976.24, paid from General Obligation Bond Fund.

Contract Awards

CN 99657.9 – With *Sameer Dani*, effective July 1, 2009 through June 30, 2010 for a total amount not to exceed \$80,000, paid from Unrestricted General Fund.

Contract Amendments

CN 99631.6 – With *Oracle USA, Inc.*, Amendment #4, to extend the termination date from June 30, 2009 to June 30, 2010 and increase the contract amount by \$242,682.43 plus any applicable taxes, paid from Unrestricted General Fund.

CN 99651.3 – With the *California Gang Investigators Association*, Amendment #1, to extend the termination date from June 30, 2009 to June 30, 2010 and increase the contract amount by \$75,000 for the 2009-10 academic year, for a total contract amount not to exceed \$145,000, paid from Unrestricted General Fund.

Change Order Ratifications

CN 22021.3 – With *Taisei Construction Corporation*, Change Order #38, for the New South Quad Complex project at the Liberal Arts Campus in the amount of \$11,899, for a total contract amount not to exceed \$40,149,999.18, paid from General Obligation Bond Fund. Total approved change orders represent 9.66% of the contract amount.

CN 99641.9 – With *Solpac Construction, Inc. dba Soltek Pacific Construction Company, Inc.*, Change Order #14, for the New Learning Resource Center at the Pacific Coast Campus, in the amount of \$54,678, for a total contract amount not to exceed \$9,801,232.82, paid from General Obligation Bond Fund. Total approved change orders represent 7.93% of the contract amount.

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Authority 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 C0994N Tech I Welding Booths at the Pacific Coast Campus.

Amendment to Board Action

CN 99641.6 – Amend the Board Action of February 27, 2007 with the *City of Long Beach*, to increase the current contract amount by \$700,000 for the 2009-10 academic year, for a total contract amount not to exceed \$2,275,000 paid from the Unrestricted General Fund.

Completion of Contract

CN 99641.9 – With *Solpac Construction, Inc. dba Soltek Pacific Construction Company, Inc.*, for the New Learning Resource Center at the Pacific Coast Campus for a total fee of \$9,801,232.82. Project was completed on April 28, 2009.

PURCHASING

Purchase Order Approvals/Ratifications

Authorize the issuance of purchase orders for the period of April 20, 2009 through May 01, 2009 in the amount of \$437,694.06 as listed:

PO #62689 – PO #62744	\$ 437,694.06
Total Amount	<u>\$ 437,694.06</u>

Included in the total amount of purchase orders of \$437,694.06 are the following items greater than \$25,000:

General Obligation Bond Fund 45

PO #62693	<i>Heritage Window Coverings, Inc.</i>	\$ 47,608.42
	Furnish and install window coverings for the Learning Resource Center at LAC	

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

The motion carried, all voting aye.

HUMAN RESOURCES

Personnel Commission Annual Budget, 2009-2010

Vice President DelGaudio introduced Julie Kossick, Director of Human Resources, along with Personnel Commissioner Thorpe, who then presented the Personnel Commission annual budget report.

The Board of Trustees concurred with the 2009-2010 Personnel Commission annual budget, in the amount of \$737,156.

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ACADEMIC SENATE (Title 5, Section 53203)

Additions to General Education Plan

It was moved by Member Clark, seconded by Member Uranga, that the Board of Trustees approve the following courses to the General Education Plans:

Plan A - Humanities and Arts beginning fall 2010: Arabic 1, Arabic 2, Korean 1, Korean 2, Chinese 3, Chinese 4, Japanese 3, Japanese 4, Italian 2, Italian 3, and Italian 4.

Plan B - Area C2, Humanities and Arts upon approval by the CSU System: Arabic 1, Arabic 2, Korean 1, Korean 2, Chinese 3, Chinese 4, Japanese 3, Japanese 4, Italian 2, Italian 3, and Italian 4.

Plan C - Area 3, Humanities upon approval by the UC System: Chinese 3, Chinese 4, Japanese 3, Japanese 4, Italian 3, and Italian 4.

Plan C - Area 6, Foreign Language Proficiency: Arabic 2, Korean 2, Chinese 3, Chinese 4, Japanese 3, Japanese 4, and Italian 4.

The motion carried, all voting aye.

Certificate of Accomplishment- Culinary Arts

It was moved by Member Clark, seconded by Member Otto, that the Board of Trustees approve the Culinary Arts Management Certificate of Accomplishment Type II.

The motion carried, all voting aye.

SUPERINTENDENT-PRESIDENT

Update on Implementation of the 2009 ACCJC Accreditation Recommendations

Superintendent-President Oakley introduced Dr. Eva Bagg and she provided the Board with an update on our progress with the implementation of the accreditation recommendations. The following are highlights of the update:

Program Planning and Review

The program planning and review process for all units of the college was proposed by the Program Planning / Program Review Implementation Group to the College Planning Committee (CPC) on May 21st. The process includes a description of involvement at all levels of the college, from the departments and programs to the Superintendent-President. Final edits to the process, based on input provided by the CPC are being made currently and the entire packet will be presented to the Board of Trustees in June. The college is in the process of executing a licensing agreement with Nuventive for the software TracDat that will be used for program planning and review.

Student Learning Outcomes

On May 1st, the Academic Senate President and CCA president sent a joint letter to all faculty requesting their support in implementing program planning and review and the assessment of student learning outcomes. In addition, the Academic Senate passed a resolution showing

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faculty resolve to participate in the process of assessing student learning outcomes at the course, program and institution levels.

The Curriculum Committee approved the Institutional Learning Outcomes recommended by the Assessment of Student Learning Outcomes Committee (ASLO). The college now has this level of SLOs identified.

At the program level, the college made significant progress by defining a “program” for the purposes of SLO assessment and program review. This definition was approved by the Academic Council May 19. Summer stipends will support continued development and assessment of program-level assessments for instructional programs.

At the course level, workshops continue through finals and on graduation day, providing faculty the opportunity to complete as many course level SLOs as possible before the end of the semester. The percentage of course SLOs completed after the conclusion of the term will be provided at the next accreditation update to the Board. Summer work is planned for developing SLO assessment plans at the course level and for collecting assessment data.

Interviews for a new SLO Coordinator to take over the position at the conclusion of the current Coordinator’s assignment took place last week. The new Coordinator will be announced this week.

ACADEMIC AFFAIRS

Don Berz, Executive Vice President, Academic Affairs, introduced John Fylpaa, Dean of the School of Physical Education and Athletics. Dr. Fylpaa presented a PowerPoint presentation update on the activities within the School emphasizing academic achievements of student-athletes based on research conducted by the Office of Institutional Effectiveness.

STUDENT SUPPORT SERVICES

No Items, No Report

ADMINISTRATIVE SERVICES

No Items, No Report

PACIFIC COAST CAMPUS

No Items, No Report

ECONOMIC AND RESOURCE DEVELOPMENT

No Items, No Report

ACADEMIC SENATE

Senate President Sigrid Sexton reported to the Board that the Senate passed a resolution in support of the SLOs and that faculty is showing great support for the work that is necessary; they are behind us and working with us and the Board will be greatly surprised when they see how much work has been done, especially during this time in the year. Ms. Sexton said the new SLO Coordinator would be announced later. Vice President Clark said we are in difficult times with the budget and that the employees realize this and he appreciates their

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efforts. Member Kellogg said he appreciates their hard work and again he offered the Board's support or direction if the faculty needs it.

TRUSTEES COMMUNICATIONS

Member Uranga congratulated Member Otto and his wife Freda for being honored at the CCEJ event where they received an award.

NEW BUSINESS

There was no new business.

FUTURE REPORTS

June 23, 2009

- Monthly Update on Implementation of the 2009 ACCJC Accreditation Recommendations
- Update on Textbook Affordability

July 14, 2009

- Monthly Update on Implementation of the 2009 ACCJC Accreditation Recommendations

August 25, 2009

- Study Session/Update on Implementation of the 2009 ACCJC Accreditation Recommendations

September 22, 2009

- Final Update on Implementation of the 2009 ACCJC Accreditation Recommendations

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 6:35 p.m. The next regular meeting of the Board of Trustees will be held on June 9, 2009. 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