

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

**Minutes of Meeting of
June 23, 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 June 23, 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 5:09 p.m., in the Board Room, Building I, Liberal Arts Campus. President Bowen reported that, in closed session, the Board of Trustees accepted the resignation of Employee ID#0411808 based on the terms and conditions of the separation agreement.

PLEDGE OF ALLEGIANCE

Bill Adams led the Pledge of Allegiance.

ROLL CALL

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

WELCOME AND INTRODUCTIONS

Board President Bowen welcomed everyone to the meeting.

APPROVAL OF MINUTES

It was moved by Member Clark, seconded by Member Uranga, that the minutes of the meeting of June 9, 2009 be approved as distributed, with a correction to page one under Welcome and Introductions. Member Uranga noted the minutes read, ...that Trustee Doug Otto has been inducted in the LBCC Alumni Hall of Fame... It will be amended to read that Trustee Doug Otto will be inducted into the LBCC Alumni Hall of Fame. 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

Approval of Board Goals – 2009-2011

It was moved by Member Uranga, seconded by Member Otto that the Board approve their Board Goals for 2009-2011 with the changes noted in Goal 1.C.

**PROPOSED
BOARD OF TRUSTEES GOALS
2009-2011**

1. MEASURE AND IMPROVE STUDENT SUCCESS

- A. By November 2009, review and assess the continuing implementation of the LBCC Student Success Plan using established benchmark assessment measures. Reviews shall occur biannually.
- B. By March 2010, review and assess the LBCC transfer success programs including timelines and goals for improving transfer readiness. Reviews shall occur annually thereafter.
- C. In September 2009, review and assess the progress of the 2009 ACCJC Accreditation Recommendations implementation. Thereafter, receive quarterly reports on the status of meeting the ~~criteria of ACCJC Assessment and Student Learning Outcomes~~ Rubric for evaluating Assessment and Student Learning Outcomes, as well as status of the Program Review process.
- D. By October 2010, review and assess a comprehensive evaluation of LBCC Career Technical Education programs with an emphasis on the relevancy and alignment of the programs with regional workforce needs.
- E. By December 2009, review and assess the effectiveness of the LBCC Assessment process. Develop strategies and timelines to increase the number of transfer and degree-seeking students who complete the assessment process by 30% by September 2010.

2. MEASURE AND IMPROVE FISCAL AND INFRASTRUCTURE STABILITY

- A. By September 2009, adopt Board budget guidelines that include:
 - A commitment to reduce deficit spending
 - A commitment to maintain a 5 ½% General Fund reserve
 - A focus on funding the goals of the Student Success Plan, transfer readiness and degree and certificate attainment
 - A reserve to fund campus maintenance and IT functions
- B. By July 2010, review and assess the status of the implementation of the 2020 Unified Facilities Master Plan. Thereafter, review the Plan annually.

3. IMPROVE ORGANIZATIONAL FUNCTION, CREATE A GREATER SENSE OF COMMUNITY AND CONTINUE COMMUNITY OUTREACH EFFORTS

- A. By April 2010, review and assess the college planning process focusing on accomplishments and progress toward the Educational Master Plan goals and objectives.
- B. By October 2009, review and assess the implementation of the Staff Equity Plan.

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- C. By February 2010, review and assess an educational plan for the Pacific Coast Campus to enhance its responsiveness to students and community needs. Such a plan is to provide students with a complete/comprehensive academic program that will further opportunities for basic skills achievement, Associate Degree attainment, and transfer to four-year higher education institutions. The implementation of this plan shall be reviewed annually.
- D. By October 2009, review and assess the status of the College Promise including strategies and timelines with a focus on implementation and cooperation with the LBUSD and CSULB.
- E. By May 2010, review and assess the outreach of the LBCCD to the greater Long Beach community to educate the public of the importance of education to the wellbeing of the community. Review the outreach annually.

The motion carried, all voting aye.

Committee Reports

There were no committee reports.

STUDENT TRUSTEE

Student Trustee Green had no report. Ms. Green said she had some questions and ideas about the budget concerns and thanked Ms. Gabel and Ms. Hann for pointing her in the right direction where she may be of some use and service.

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. Mr. DeWayne Sheaffer addressed the Board about his concerns of some of the proposed cuts to the budget that CCA has not been contacted about some of these proposed cuts. He emphasized that these particular reductions need to be negotiated, as they are contract items.

The following items were part of the Consent Agenda

HUMAN RESOURCES (Classified)

Approve/ratify the following actions:

RECOMMENDATION

That the Board of Trustees approve/ratify the following actions:

APPOINTMENTS

Working Out of Class	1
Provisional	1
Temporary	6
Exempt from the Merit System	64

SEPARATION FROM THE DISTRICT

Medical Separation	1
Resignation	1

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FISCAL SERVICES

Approve the following actions:

FINANCE

Budget Transfers

(a) Budget Transfer numbers 129748, 129800, 129862, 129872 and 129902 for the Unrestricted General Fund 01 in the amount of \$185,398 as listed:

From: Supplies	\$ 8,239	
Services and Operating Expenses	23,006	
Equipment	750	
Reserve	<u>153,403</u>	\$ <u>185,398</u>
To: Classified Salaries	\$ 8,421	
Employee Benefits	1,095	
Supplies	6,994	
Services and Operating Expenses	158,603	
Equipment	<u>10,285</u>	\$ <u>185,398</u>

Included in the budget transfers of \$185,398 for the Unrestricted General Fund 01 are the following transfers greater than \$25,000:

<u>AT</u>	<u>From:</u>	<u>Amount</u>
129872	790100-01-790200-0000 Reserves	\$ 153,403
	<u>To:</u>	
	589000-01-677000-0000 Other Services	\$ 153,403

To cover settlement agreement.

(b) Budget Transfer numbers 129754, 129801, 129818 and 129903 for the Restricted General Fund 12 in the amount of \$126,351 as listed:

From: Classified Salaries	\$ 600	
Employee Benefits	78	
Supplies	7,556	
Services and Operating Expenses	2,841	
Equipment	111,095	
Reserve/Student Payments	<u>4,181</u>	\$ <u>126,351</u>
To: Academic Salaries	\$ 13,823	
Classified Salaries	3,700	
Employee Benefits	5,043	
Supplies	3,419	
Services and Operating Expenses	<u>100,366</u>	\$ <u>126,351</u>

Included in the budget transfers of \$126,351 for the Restricted General Fund 12 are the following transfers greater than \$25,000:

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<u>AT</u>	<u>From:</u>	<u>Amount</u>
129754	647000-12-649900-9408 Equipment Non-Instructional >\$5000	\$ 92,250
	<u>To:</u>	
	514000-12-649900-9408 Professional Services	\$ 92,250

To cover Counseling services expenses provided for Title V program.

- (c) Budget Transfer numbers 129870, 129871, 129904, 129905 and 129907 for the General Obligation Bond Funds 45 and 46 in the amount of \$405,502 as listed:

From: Equipment	\$ 138,000	
Construction and Additions	59,940	
Reserves	<u>207,562</u>	\$ <u>405,502</u>
To: Classified Salaries	\$ 7,291	
Employee Benefits	948	
Supplies	11,593	
Services and Operating Expenses	211,370	
Additions/Engineering/Equipment	<u>174,300</u>	\$ <u>405,502</u>

Included in the budget transfers of \$405,502 for the General Obligation Bond Funds 45 and 46 are the following transfers greater than \$25,000:

<u>AT</u>	<u>From:</u>	<u>Amount</u>
129870	611000-46-710400-5738 Site Acquisitions	\$ 138,000
	<u>To:</u>	
	514000-46-710400-5738 Professional Services	\$ 128,000
	589000-46-710400-5738 Other Services	10,000

To cover architectural expenses for the Liberal Arts Campus Building O.

<u>AT</u>	<u>From:</u>	<u>Amount</u>
129904	621000-45-710400-5418 Construction and Additions	\$ 37,000
	<u>To:</u>	
	457000-45-710400-5404 Supplies	\$ 10,000
	564000-45-710400-5404 Rental Equipment/Building/ Industrial Transportation	500
	568000-45-710400-5404 Maintenance Non-Instructional	16,500
	589000-45-710400-5404 Other Services	10,000

To cover ongoing expenses for the South Quad Complex.

<u>AT</u>	<u>From:</u>	<u>Amount</u>
129905	730100-45-000000-0000 Interfund Transfers Out	\$ 104,000
	<u>To:</u>	
	621000-45-710600-5328 Construction and Additions	\$ 104,000

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To cover construction expenses of the Pacific Coast Campus Learning Resource Center.

<u>AT</u>	<u>From:</u>	<u>Amount</u>
129907	790100-46-710400-5737 Reserves	\$ 60,000
	<u>To:</u>	
	514000-46-710400-5737 Professional Services	\$ 50,000
	622000-46-710400-5737 Architect Fees	10,000

To cover architectural fees and engineering services for the Liberal Arts Campus Building I Bookstore.

(d) Budget Transfer number 129864 for the Veterans' Stadium Operations Fund 58 in the amount of \$10,001 as listed:

From: Services and Operating Expenses		\$ <u>10,001</u>
To: Classified Salaries	\$ 8,850	
Employee Benefits	<u>1,151</u>	\$ <u>10,001</u>

There are no budget transfers greater than \$25,000 for the Veterans' Stadium Operations Fund 58.

(e) Budget Transfer number 129906 for the Contract/Community Education Fund 59 in the amount of \$2,400 as listed:

From: Classified Salaries	\$ 2,124	
Employee Benefits	<u>276</u>	\$ <u>2,400</u>
To: Services and Operating Expenses		\$ <u>2,400</u>

There are no budget transfers greater than \$25,000 for the Contract/Community Education Fund 59.

Salary Warrants

Ratify issuance of salary warrants listed on Register No. 4545 for the period of May 18, 2009 through May 29, 2009 in the amount of \$5,818,100.33 as listed:

Register No. 4545	Warrant Nos. 87321 – 87418	\$ 5,818,100.33
Issue Date 05/08/09		
	Total Salary Warrants Issued:	\$ <u>5,818,100.33</u>

Commercial Warrants

Ratify issuance of commercial warrants for the period of May 18, 2009 through May 29, 2009 in the amount of \$1,322,415.92 as listed:

Period Ending May 22, 2009	
Unrestricted General Fund 01	\$ 99,946.53

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Restricted General Fund 12	73,743.01
Capital Outlay Projects Fund 41	871.80
General Obligation Bond Funds 43, 44, 45, 46	480,648.94
Veterans' Stadium Operations Fund 58	1,220.00
Self Insurance Fund 61	<u>6,519.40</u>

Total Period 1 Warrants: \$ 662,949.68

Period Ending May 29, 2009

Unrestricted General Fund 01	\$ 109,075.75
Restricted General Fund 12	292,450.93
Child Development Fund 33	9,448.23
Capital Outlay Projects Fund 41	1,000.00
General Obligation Bond Funds 44, 45, 46	242,014.33
Veterans' Stadium Operations Fund 58	50.00
Contract/Community Education Fund 59	4,500.00
Self Insurance Fund 61	309.50
Student Financial Aid Fund 74	597.50
Payroll Clearing Fund 76	<u>20.00</u>

Total Period 2 Warrants: \$ 659,466.24

Commercial Warrants Total: \$ 1,322,415.92

Included in the total warrant expenditure of \$1,322,415.92 are the following payments greater than \$25,000, excluding employee benefits and utilities:

Restricted General Fund 12

1. \$ 115,691 to *Carestream Health, Inc.*, for the purchase, set-up and installation of one computerized radiography image processor for the hospital module in the Nursing Department.
2. \$ 37,839 to *Inspection Technologies, Inc.*, for aircraft testing and inspection unit.
3. \$ 32,878 to *CSULB (California State University of Long Beach) Foundation* for the Title V Strengthening Institution Cooperative Grant partnership.

General Obligation Bond Funds 43/44/45/46

1. \$ 238,020 to *Martinez Architect, Inc.*, for architectural services.
2. \$ 70,555 to *RMA Construction Services, Inc.*, for bond program technical support services.
3. \$ 52,522 to *Miracle Playground Sales* for playground equipment.

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4. \$ 51,183 to *Heritage Window Coverings, Inc.*, for the purchase and installation of window coverings for the Liberal Arts Campus Learning Resource Center.
5. \$ 29,091 to *McMurray Stern, Inc.*, for installation of filing system, work and storage areas for the Liberal Arts Campus Learning Resource Center.

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 93129.5 – With the *U. S. Small Business Administration*, Amendment #1, to increase Grant No. 9-603001-Z-0062-04 amount by \$385,129 for a total funding amount of \$3,398,943 for the 2009 calendar year.

CN 93144.1 – Ratify – With *Pacific Hospital Charitable Trust*, to provide funding for the nursing programs effective March 1, 2009 through December 31, 2009. Amount of funding is \$25,000.

Bond Contract Awards

CN 22036.1 – Ratify – With *Western Fire Center, Inc.*, for the South Quad Complex project at the Liberal Arts Campus effective June 4, 2009 through September 30, 2009, for a total contract amount not to exceed \$40,000, paid from General Obligation Bond Fund.

CN 22036.4 – With *RMA Construction Services Inc.*, effective July 1, 2009 through June 30, 2012, for a total contract amount not to exceed \$2,319,490, paid from General Obligation Bond Fund.

Bond Contract Amendments

CN 22003.3 – With *Gonzales|Goodale Architects*, Amendment #15, to change the termination date from June 30, 2009 to June 30, 2010, at no additional cost.

CN 22004.4 – With *Rachlin Architects*, Amendment #5, to change the termination date from June 30, 2009 to June 30, 2010, at no additional cost.

CN 22004.7 – With *Rachlin Architects*, Amendment #8, to change the termination date from June 30, 2009 to June 30, 2010, at no additional cost.

CN 22004.8 – With *Rachlin Architects*, Amendment #9, to change the termination date from June 30, 2009 to June 30, 2010, at no additional cost.

CN 22008.4 – With *Leighton Consulting, Inc.*, Amendment #3, to change the termination date from June 30, 2009 to December 31, 2009, at no additional cost.

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CN 22008.6 – With *Twining Laboratories, Inc.*, Amendment #5, to change the termination date from June 30, 2009 to June 30, 2010, at no additional cost.

CN 22008.9 – With *TYR, Inc.*, Amendment #5, to change the termination date from June 30, 2009 to December 31, 2009, at no additional cost.

CN 22009.1 – With *Sandy Pringle Associates*, Amendment #8, to change the termination date from June 30, 2009 to June 30, 2010, at no additional cost.

CN 22009.5 – With *Ninyo & Moore Geotechnical Consultants*, Amendment #3, to change the termination date from June 30, 2009 to December 31, 2009, at no additional cost.

CN 22015.1 – With *Mobile Modular Management Corporation*, Amendment #3, to change the termination date from June 30, 2009 to June 30, 2010 and to increase the contract by \$17,520 for a total contract amount not to exceed \$123,223.68, paid from General Obligation Bond Fund.

CN 22017.7 – With *P2S Engineering, Inc.*, Amendment #4, to change the termination date from June 30, 2009 to June 30, 2010, at no additional cost.

CN 22020.1 – With *CTL Environmental Services*, Amendment #5, to change the termination date from June 30, 2009 to June 30, 2010, at no additional cost.

CN 22026.8 – With *Engineering Economics, Inc.*, to change the termination date from June 30, 2009 to June 30, 2010, at no additional cost.

CN 22029.5 – With *RDS Architects*, Amendment #1, to change the termination date from June 30, 2009 to June 30, 2010, at no additional cost.

Contract Awards

CN 99658.8 – Ratify – With *Long Beach City College Foundation*, a joint tenancy agreement effective July 1, 2009 through December 31, 2039.

CN 99659.1 – With *Dr. B's Chicken, Inc., dba: The Great American Lunch Box*, effective July 1, 2009 through June 30, 2010 for a total contract amount not to exceed \$65,000, paid from Unrestricted and Restricted General Fund.

CN 99659.2 – With the *Los Angeles County Office of Education (LACOE)* effective July 1, 2009 through June 30, 2010 for an amount not to exceed \$40,300, paid from Unrestricted General Fund.

Contract Amendments

CN 99606.1 – With *Waste Management*, Amendment #22, to change the termination date from June 30, 2009 to June 30, 2010 at an annual cost of \$120,000, paid from Unrestricted General Fund.

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CN 99627.7 – With *Caldwell Architects, Inc.*, Amendment #5, to change the termination date from June 30, 2009 to June 30, 2010, at no additional cost.

CN 99627.9 – With *Caldwell Architects, Inc.*, Amendment #11, to change the termination date from June 30, 2009 to June 30, 2010, at no additional cost.

CN 99631.3 – With *Vantage Technology Consulting Group LLC*, Amendment #5, to change the termination date from June 30, 2009 to December 31, 2009, at no additional cost.

CN 99636.2 – With *WLC Architects, Inc.*, Amendment #6, to change the termination date from June 30, 2009 to June 30, 2010, at no additional cost.

CN 99647.3 – With *P2S Engineering, Inc.*, Amendment #3, to change the termination date from June 30, 2009 to June 30, 2010, at no additional cost.

CN 99654.4 – With *AEPC Group, LLC*, Amendment #1, to change the termination date from June 30, 2009 to June 30, 2010, at no additional cost.

CN 99654.7 – With *Onisko & Scholz, LLP*, Amendment #1, to change the termination date from June 30, 2009 to June 30, 2010, at no additional cost.

CN 99656.5 – With *Zampi, Determan & Erickson, LLP, dba Zampi and Associates*, Amendment #2, to change the termination date from June 30, 2009 to June 30, 2010.

Change Order Ratifications

CN 99642.9 – With *Solpac Construction, Inc., dba Soltek Pacific Construction Company, Inc.*, Change Order #15 for the Industrial Technology Complex Replacement Project – Phase I at the Pacific Coast Campus in the amount of \$57,752, for a total contract amount not to exceed \$13,475,076, paid from General Obligation Bond Fund. Total approved change orders represent 4.42% of the contract amount.

Use of Other Agencies' Bids

National Joint Powers Alliance® (NJPA) #011707 with *Steelcase, Inc., and New Tangram LLC*, as an authorized dealer/distributor, for the purchase of premium grade office furniture and related equipment and accessories effective May 1, 2009 through May 1, 2010 with the option to renew annually for a maximum of four years.

King County Bid #ITB 1085-08-PJO with *Airgas, Inc.*, to provide welding equipment effective May 1, 2008 through April 30, 2010.

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 C0994J Paving Project at the Pacific Coast Campus.

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Authorize the Vice President, Administrative Services, to approve the selection of the responsible contractor from the responsive bidders for Bid C0994O Building R Pool Heater Replacement project at the Liberal Arts Campus.

Authorize the Vice President, Administrative Services, to approve the selection of the responsible contractor from the responsive bidders for Bid C0994P AT&T MPOE Infrastructure Connections at the Liberal Arts Campus.

Amendment to Board Action

CN 22035.3 – Amend the Board Action of May 26, 2009 with *Moss Adams, LLP* to revise the contract number from CN 22035.2 to 22035.3.

CN 99658.3 – Amend the Board Action of June 9, 2009 with *Oakwood Worldwide* to change the name from *Oakwood Worldwide* to *Oakwood Long Beach Marina Lessee, LLC*, effective March 4, 2009.

Rejection of Bids

Bid C0994N – Tech I Welding Booths (PCC) at the Pacific Coast Campus, to reject all bids.

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 Services and Risk Services documents prior to 2004.

PURCHASING

Purchase Order Approvals/Ratifications

Authorize the issuance of purchase orders for the period of May 18, 2009 through May 29, 2009 in the amount of \$127,777.38 as listed:

PO #62774 – PO #62807	\$ 127,777.38
Total Amount	<u>\$ 127,777.38</u>

Included in the total amount of purchase orders of \$127,777.38 there are no items greater than \$25,000.

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

The motion carried, all voting aye.

HUMAN RESOURCES (Academic)

It was moved by Member Uranga, seconded by Member Clark, that the Board of Trustees approve/ratify the following actions:

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APPOINTMENTS

Academic Administrative Appointments	2
Hourly Instructor – Summer	55
Hourly Counselor – Summer	3
Stipends	8

IN-SERVICE CHANGES

Change in Salary	1
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SEPARATION FROM THE DISTRICT

Retirement	1
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The motion carried, all voting aye.

Member Uranga requested that this item be pulled from the Consent Agenda to allow him to recognize Larry Reisbig, Athletic Director, for his sixteen-plus years of services to LBCC and wished Larry a nice, long and profitable retirement.

HUMAN RESOURCES

New Policy 3008 – Institutional Code of Ethics

The Board of Trustees received for First Reading the following new policy:

3008. POLICY ON INSTITUTIONAL CODE OF ETHICS

References: Accreditation Standard III.A.1.d.

The District shall have and uphold a written code of professional ethics for all of its personnel.

Office of Primary Responsibility: Human Resources

New Regulation 3008 – Institutional Code of Ethics

The new regulation was presented for informational purposes only and does not require Board action.

ACADEMIC SENATE (Title 5, Section 53203)

Additions to General Education Plan

It was moved by Member Uranga, seconded by Member Kellogg, that the Board of Trustees approve course English 4, Critical Analysis of Literature, for General Education Plan A in the area of Communication and Analytical Thinking; in Plan B area A3 Critical Thinking; and in Plan C area 1B Critical Thinking.

The motion carried, all voting aye.

Review of Career/Technical Programs

The following programs submitted an Education Code 78016 Review:

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Adv. Trans. Tech. – Alternative Fuels
Adv. Trans. Tech. – Electric Vehicle
Aeronautics
Alcohol & Drug Studies
Dietetic Service Supervisor
Early Childhood Education
Food and Beverage (Catering) Management
Interior Design Technical Skills Emphasis
Mechanical Maintenance Technology
Microcomputer Help Desk
Networking
Programmer
Record Producer
Recording Engineer
School Age Child Care
Tool Designer, Manufacturing Technology

SUPERINTENDENT-PRESIDENT

Update on Implementation of the 2009 ACCJC Accreditation Recommendations

Superintendent-President Oakley introduced Dr. Eva Bagg who provided the Board with an update on our progress with the implementation of the accreditation recommendations. Dr. Bagg provided handouts containing flowcharts, narratives and timelines of the Program Plan/Program Review implementation. Co-Chair, Dr. David Morse emphasized the collaborative work of the taskforce to develop a revised program planning and review process.

Superintendent-President's Report

Superintendent-President Oakley thanked both David and Eva for doing a marvelous job and a whole host of individuals who have been involved with the implementation of the accreditation recommendations. He announced the new ASLO coordinator, Kim Anderson.

President Oakley said that the State budget discussions continue to evolve while waiting for the State to come up with a budget. There are negative signs that it will not come to fruition on time, but we continue to work with the legislature. The adopted budget will look worse than the tentative budget and will be part of the discussion later on at tonight's meeting. He understands CCA's concerns as addressed by CCA President, DeWayne Sheaffer, but assures everyone that we need to work hard to keep communications open. Reductions like load-banking have been discussed, but have not been determined, but said we will continue to discuss ideas and expects some tense times and will keep the line of communications open because the Fall will be increasingly more difficult as we run out of some of the more easier solutions that we have used so far to reduce the deficit. President Oakley said we will find a way to pull through this.

ACADEMIC AFFAIRS

No Items, No Report

STUDENT SUPPORT SERVICES

Update on Textbook Affordability

Dr. Christopher Villa, Vice President of Student Support Services, introduced Marty Wayland, Director, LBCC Auxiliary, Inc. and Chairperson of the Textbook Affordability Task Force to provide an update on the Textbook Affordability Task Force that was formed last fall. Handouts were provided to the Board which included strategies to improve textbook affordability, samples included: 1) Educate faculty, administrators and students about the roles they play in reducing the cost of textbooks; 2) Encourage the development and implementation of textbook adoption guidelines; 3) Investigate the creation of textbook rental programs and to increase library reserves; 4) To negotiate with publishers for customized textbook editions, customized bundles. Ms. Wayland introduced Howard Shifflett who also serves on the panel and has established a fund with the LBCC Foundation to help with textbooks affordability.

ADMINISTRATIVE SERVICES

Resolution, Change Orders Under \$100,000

It was moved by Member Uranga, seconded by Member Clark, that the Board of Trustees adopt Resolution No. 062309A to authorize the Vice President, Administrative Services, or designee to execute change orders to agreements under \$100,000.

The motion carried, all voting aye.

Resolution, Contractual Agreements (and Amendments to Agreements) Under \$25,000

It was moved by Member Clark, seconded by Member Uranga, that the Board of Trustees adopt Resolution No. 062309B to authorize the Vice President, Administrative Services, or designee to execute agreements (and amendments to agreements) under \$25,000.

The motion carried, all voting aye.

Resolution, Disposal of District Property with a Collective Value Under \$5,000

It was moved by Member Uranga, seconded by Member Clark, that the Board of Trustees adopt Resolution No. 062309C to authorize the Director of Risk Services, or designee to dispose of District property, whether one or more items, which do not exceed in value the sum of five thousand dollars (\$5,000), the property may be sold at private sale without advertising by an employee of the District empowered for that purpose by the Board. Should such items be of insufficient value to defray the costs of arranging a sale, the property may be donated to a charitable organization deemed appropriate by the Board, or such items may be disposed of at the local public dump or recycled on order of the Director of Risk Services.

The motion carried, all voting aye.

Facilities Update

Mark Thissell, Director of District Facilities provided an update on current and upcoming construction projects.

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Resolution, Final Project Proposal-M/N Replacement Project at LAC

It was moved by Member Otto, seconded by Member Clark, that the Board of Trustees adopt Resolution No. 062309D and approve the Final Project Proposal for M/N Replacement Project at the Liberal Arts Campus and authorize the President of the Governing Board and the Superintendent-President of the District to sign the formal documents that authorize action on behalf of the District.

The motion carried, all voting aye.

Resolution, Final Project Proposal-Construction Trades I Project at PCC

It was moved by Member Uranga, seconded by Member Clark, that the Board of Trustees adopt Resolution No. 062309E and approve the Final Project Proposal for the Construction Trades I Project at the Pacific Coast Campus and authorize the President of the Governing Board and the Superintendent-President of the District to sign the formal documents that authorize action on behalf of the District.

The motion carried, all voting aye.

Five Year Capital Construction Plan for 2011-2015

It was moved by Member Uranga, seconded by Member Clark, that the Board of Trustees approve the annual submission of the District's Five Year Capital Construction Plan for 2011-2015 and authorize the President of the Governing Board and the Superintendent-President of the District to sign the formal documents that authorize action on behalf of the District.

The motion carried, all voting aye.

Award of Design-Build Parking Structure Liberal Arts Campus

It was moved by Member Uranga, seconded by Member Clark, that the Board of Trustees approve the award for the Request for Proposals #09-009 Design-Build Services Parking Structure at the Liberal Arts Campus to McCarthy Building Companies, Inc., and authorize the Vice President, Administrative Services, to enter into an agreement for a total Contract Price of \$18,858,486. The Contract Price is inclusive of costs to complete Design Documents for the Project, obtaining necessary construction permits and construction of the Project. The aggregate Contract Price allocates One Million Eighty-Nine Thousand Three Hundred Thirty Dollars (\$1,089,330) for completion of the Design Documents and Seventeen Million Seven Hundred Sixty-Nine Thousand One Hundred and Fifty-Six Dollars (\$17,769,156) for completion of Project construction. The Contract Price allocated for completion of Project construction incorporates alternates as described below:

<u>Alternate Item</u>	<u>Alternate Amount</u>
South Quad Hardscape/Landscape (Deduct)	39,950
Math Tech – Telecommunications (Add)	19,440
Parking Meter Display Stations (Add)	120,209
Automatic Fire Sprinklers (Allowance)	385,920
Fully Encapsulated PT Cables (Add)	47,080

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Early completion of Campus Green (Allowance) 35,000

The Board of Trustees further authorizes the District to pay stipends of \$15,000 each to the Design-Build Entities not awarded the Contract for the project.

The motion carried, all voting aye.

Resolution, Authorization of Debt Service Estimate to be Provided to the County of Los Angeles

It was moved by Member Otto, seconded by Member Uranga, that the Board of Trustees approve Resolution No. 062309F expressing its current intention to issue bonds under the Remaining Authorization (the “2009-10 Bonds”) as approved by the voters of the District; not to exceed \$50,000,000 aggregate principal amount.

The motion carried, all voting aye.

Approval of the Tentative Budget for 2009-2010

It was moved by Member Otto, seconded by Member Clark, that the Board of Trustees approve the Tentative Budget for 2009-2010.

The motion carried, all voting aye.

Resolution, Cash Flow Temporary Inter-Fund Cash Borrowing

It was moved by Member Otto, seconded by member Clark, that the Board of Trustees adopt Resolution No. 062309G to authorize short-term borrowing between funds of up to \$16.3 million.

The motion carried, all voting aye.

Resolution, Cash Flow Borrowing from the Los Angeles County Treasurer

It was moved by Member Clark, seconded by Member Uranga, that the Board of Trustees adopt Resolution No. 062309H to authorize short-term borrowing of up to \$92.4 million from the Los Angeles County Treasurer.

The motion carried, all voting aye.

Resolution, Closing General Obligation Bond Funds

It was moved by Member Uranga, seconded by Member Otto, that the Board of Trustees adopt Resolution No. 062309I to close General Obligation Bond Funds 42, 43, and 44.

The motion carried, all voting aye.

Resolution, Certificates of Participation (COP) Fund Closing

It was moved by Member Clark, seconded by Member Otto, that the Board of Trustees

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adopt Resolution No. 062309J to close Fund 20, Certificates of Participation (COP) Debt Service Fund.

The motion carried, all voting aye.

New and Revised District Policies 2013, 3018, 3024, 6003, 6004, 6005, 6007, 6011, 6014, 6015, 7001

It was moved by Member Clark, seconded by Member Uranga, that the Board of Trustees adopt the following new and revised policies:

Revised Policy 2013 (Audits)

Revised Policy 3018 (Mileage Reimbursement)

Revised Policy 3024 (Travel and Professional Conference Attendance)

Revised Policy 6003 (Purchasing and Materials)

Revised Policy 6004 (Revolving Cash Fund)

Revised Policy 6005 (Risk Management and Insurance)

Revised Policy 6007 (Physical Inventory and Depreciation of Capital Assets)

New Policy 6011 (Investments)

New Policy 6014 (Cellular Telephone Use)

New Policy 6015 (Naming Facilities and Properties)

Revised Policy 7001 (Facilities Use)

The motion carried, all voting aye.

PACIFIC COAST CAMPUS

No Items, No Report

ECONOMIC AND RESOURCE DEVELOPMENT

No Items, No Report

ACADEMIC SENATE

No Items, No Report

TRUSTEES COMMUNICATIONS

Member Otto reported that he attended his first meeting of the California Community College Trustees (CCCT) last weekend in Sacramento. As part of CCCT's strategic planning, the priority is to focus on student success, as was suggested by Trustee Otto.

NEW BUSINESS

There was no new business.

FUTURE REPORTS

- Updates on Implementation of the 2009 ACCJC Accreditation Recommendations
 - July 14, 2009 - Monthly Update
 - August 25, 2009 - Study Session
 - September 22, 2009 - Final Update

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Board President Bowen has requested that the Board receive a report on an annual basis following tonight's update on the affordability of textbooks.

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 Bowen adjourned the meeting at 8:06 p.m. The next regular meeting/study session of the Board of Trustees will be held on July 14, 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 I, Liberal Arts Campus.

Assistant Secretary