

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

**Minutes of Meeting of
June 9, 2009**

The meeting of the Board of Trustees of the Long Beach Community College District, County of Los Angeles, California, was held in Building FF, Dyer Assembly Hall, Pacific Coast Campus, 1305 E. Pacific Coast Highway, Long Beach, on June 9, 2009.

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 5:06 p.m., in the Administrative Conference Room, Pacific Coast Campus. President Bowen reported that, in closed session, no action was taken.

PLEDGE OF ALLEGIANCE

Kellee Green 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

President Bowen welcomed everyone to the meeting and announced that Superintendent-President Oakley had an introduction to make. President Oakley asked Ginny Baxter, Executive Director of LBCC Foundation, to announce the special introduction. Ms. Baxter then announced that Trustee Doug Otto has been inducted into the LBCC Alumni Hall of Fame and then presented flowers and a letter to him. Trustee Otto said he was honored and thanked everyone. A luncheon honoring Trustee Otto and other nominees will be held on October 23, 2009.

APPROVAL OF MINUTES

It was moved by Member Uranga, seconded by Member Clark, that the minutes of the meeting of May 26, 2009, be approved as distributed. The motion carried, all voting aye.

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ORDERING OF THE AGENDA

President Bowen announced that Human Resources 5.2 would be moved to of the end of the consent agenda.

REPORT OF BOARD OF TRUSTEES

Welcome of New Student Trustee

The Board welcomed Kellee Green, Student Trustee for 2009-2010.

Committee Reports

There were no committee reports.

Appointments to the Citizens' Oversight Committee

It was moved by Member Clark, seconded by Member Uranga that the Board of Trustees confirm the appointments of Dina Berg, Barry McDaniels, J. C. Squires and Gary Westling to the Citizens' Oversight Committee to fill the positions listed below for terms through June 30, 2011:

Name	Representing
Dina Berg	Bona-Fide Tax Payers Association
Barry McDaniels	Support Organization for the College
J. C. Squires	Community At Large
Gary Westling	Community At Large

STUDENT TRUSTEE

Ms. Green said she did not have anything to report this soon, but wanted to let the Board know that she is very grateful for sitting with the Board and is looking forward to the year.

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.

DeWayne Sheaffer, CCA President, made comments regarding the negotiations of the 16-week compressed calendar and that it would be for all faculty, non-instructional and instructional, which is the foundation of their contract. He spoke of budget concerns and asked the Board to reserve their calendars for dinner with the Bay Valley Association in December that the Board of Trustees would be invited to.

The following items were part of the Consent Agenda

HUMAN RESOURCES (Academic)

Approve/ratify the following actions:

APPOINTMENTS

Academic Administrative Appointments	1
New Contract Faculty	1
Stipends	5

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IN-SERVICE CHANGES

Department Head Election 2

FISCAL SERVICES

Approve the following actions:

FINANCE

Budget Transfers

(a) Budget Transfer numbers 129634, 129646, 129687 and 129694 for the Unrestricted General Fund 01 in the amount of \$6,541 as listed:

From: Supplies	\$ 1,357	
Services and Operating Expenses	4,809	
Equipment	<u>375</u>	\$ <u>6,541</u>
To: Classified Salaries	\$ 1,527	
Employee Benefits	199	
Supplies	3,676	
Equipment	<u>1,139</u>	\$ <u>6,541</u>

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

(b) Budget Transfer numbers 129620, 129638, 129688 and 129709 for the Restricted General Fund 12 in the amount of \$35,531 as listed:

From: Classified Salaries	\$ 19,424	
Employee Benefits	5,722	
Supplies	2,201	
Services and Operating Expenses	2,871	
Equipment	4,893	
Reserve/Student Payments	<u>420</u>	\$ <u>35,531</u>
To: Academic Salaries	\$ 5,885	
Classified Salaries	7,519	
Employee Benefits	1,860	
Supplies	4,994	
Services and Operating Expenses	14,810	
Student Payments	<u>463</u>	\$ <u>35,531</u>

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

(c) Budget Transfer number 129621 for the Child Development Fund 33 in the amount of \$7,267 as listed:

From: Services and Operating Expenses	\$ 2,267	
Equipment	<u>5,000</u>	\$ <u>7,267</u>
To: Supplies		\$ <u>7,267</u>

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There are no budget transfers greater than \$25,000 for the Child Development Fund 33.

- (d) Budget Transfer numbers 129663 and 129710 for the General Obligation Bond Fund 45 in the amount of \$127,902 as listed:

From: Services and Operating Expenses	\$ 89,439	
Construction and Additions	9,000	
Reserves	<u>29,463</u>	\$ <u>127,902</u>
To: Supplies	\$ 585	
Services and Operating Expenses	25,080	
Additions/Engineering/Equipment	<u>102,237</u>	\$ <u>127,902</u>

Included in the budget transfers of \$127,902 for the General Obligation Bond Fund 45 are the following transfers greater than \$25,000:

<u>AT</u>	<u>From:</u>	<u>Amount</u>
129663	514000-45-710400-5400 Professional Services	\$ 84,095
	<u>To:</u>	
	622000-45-710400-5400 Architect Fees	\$ 84,095

To cover expenses for the Hill Partnership design standards and the Multi-Disciplinary Complex.

- (e) Budget Transfer number 129689 for the Veterans' Stadium Operations Fund 58 in the amount of \$5,548 as listed:

From: Equipment		\$ <u>5,548</u>
To: Classified Salaries	\$ 4,910	
Employee Benefits	<u>638</u>	\$ <u>5,548</u>

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

Salary Warrants

Ratify issuance of salary warrants listed on Register No.'s 4540 through 4544 for the period of May 4, 2009 through May 15, 2009 in the amount of \$2,288,051.81 as listed:

Register No. 4540 Issue Date 05/08/09	Warrant Nos. 86610 – 86816	\$ 1,164,881.08
Register No. 4541 Issue Date 05/08/09	Warrant Nos. 86817 – 86857	\$ 276,570.09
Register No. 4542	Warrant Nos. 86858 – 87266	\$ 438,907.65

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Issue Date 05/08/09		
Register No. 4543	Warrant Nos. 87267 – 87293	\$ 42,683.99
Issue Date 05/15/09		
Register No. 4544	Warrant Nos. 87294 – 87320	\$ <u>365,009.00</u>
Issue Date 05/15/09		
	Total Salary Warrants Issued:	\$ <u>2,288,051.81</u>

Commercial Warrants

Ratify issuance of commercial warrants for the period of May 4, 2009 through May 15, 2009 in the amount of \$4,096,358.24 as listed:

Period Ending May 8, 2009

Unrestricted General Fund 01	\$ 1,029,333.21
Restricted General Fund 12	91,671.26
Capital Outlay Projects Fund 41	504,440.00
General Obligation Bond Funds 43, 45, 46	210,545.22
Veterans' Stadium Operations Fund 58	4,843.62
Payroll Clearing Fund 76	229,783.41
Retiree Benefits Fund 79	<u>3,828.60</u>

Total Period 1 Warrants: \$ 2,074,445.32

Period Ending May 15, 2009

Unrestricted General Fund 01	\$ 1,280,223.67
Restricted General Fund 12	97,734.39
Child Development Fund 33	4,200.32
Capital Outlay Projects Fund 41	12,508.95
General Obligation Bond Funds 43, 45, 46	528,537.68
Veterans' Stadium Operations Fund 58	104.00
Contract/Community Education Fund 59	199.82
Self Insurance Fund 61	3,146.01
Payroll Clearing Fund 76	<u>95,258.08</u>

Total Period 2 Warrants: \$ 2,021,912.92

Commercial Warrants Total: \$ 4,096,358.24

Included in the total warrant expenditure of \$4,096,358.24 are the following payments greater than \$25,000, excluding employee benefits and utilities:

Unrestricted General Fund 01

1. \$ 1,133,977 to *City of Long Beach (Police Department)* for security services from October 2008 through March 2009.
2. \$ 28,177 to *Autodesk* for 2009 architectural design software for the Architecture Design department.

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Capital Outlay Projects 41

1. \$ 453,996 to *Solpac Construction, Inc.* for construction of the Pacific Coast Campus Industrial Technology Complex (Tech I).
2. \$ 50,444 to *First Regional Bank* for escrow retention for construction of the Pacific Coast Campus Industrial Technology Complex (Tech I).
3. \$ 25,018 to *Los Angeles Air Conditioning, Inc.*, for replacement of boiler in Building J. (This warrant is jointly funded with the General Obligation Bond Fund 45.)

General Obligation Bond Funds 43/45/46

1. \$ 178,500 to *P2S Engineering, Inc.*, for engineering fees for infrastructure projects at the Liberal Art Campus.
2. \$ 47,748 to *TSG Enterprises, Inc. (The Solis Group)* for consulting services for the Labor Compliance Program.
3. \$ 26,459 to *Sandy Pringle Associates* for inspection services of the South Quad Complex.
4. \$ 12,509 to *Los Angeles Air Conditioning, Inc.*, for replacement of the boiler in Building J. (This warrant is jointly funded with the Capital Outlay Projects Fund 41.)

Budget Increase / (Decrease)

Restricted General Fund 12

Revised 2008-2009 Budget:

Foster Kinship Care Education Program	\$	5,000
Title V Programs 9382, 9383, and 9393	\$	25,182

ACADEMIC AFFAIRS, STUDENT SUPPORT AND ADMINISTRATIVE SERVICES

Approve the following actions:

Certification of Signatures

Amend the Certification of Signatures to include John D. Thompson, Director, Fiscal Services and change the title of Patricia Davis from Interim Director, Finance & Accounting to Deputy Director, Finance & Accounting effective June 1, 2009.

Grant/Revenue Agreements

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

CN 93143.8 – With the *Chancellor's Office, California Community Colleges*, Grant #09-0326-36 to provide funding effective July 1, 2009 through June 30, 2011. Amount of funding is \$630,945.

Bond Contract Awards

CN 22035.6 – With *Chambers Group, Inc.*, effective June 10, 2009 to June 30, 2010, for a total contract amount not to exceed \$ 69,860, paid from General Obligation Bond Fund.

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CN 22035.7 – Ratify – With *Cirks Construction, Inc., dba KDC Construction*, for Building MM Renovations at the Pacific Coast Campus for a total contract amount not to exceed \$292,444, paid from General Obligation Bond Fund.

Bond Contract Amendments

CN 22027.3 – With *Hunt Design Associates, Inc.*, Amendment #3, to change the termination date from June 30, 2009 to June 30, 2010, at no additional cost.

CN 22030.3 – With *Hill Partnership, Inc.*, Amendment #2, increase the contract by \$207,328 for a total contract amount not to exceed \$548,628, paid from General Obligation Bond Fund.

CN 22031.7 – With *Chambers Group, Inc.*, Amendment #2, change the termination date from June 30, 2009 to June 30, 2010, and to increase contract by \$2,800 for additional fees for a total contract amount not to exceed \$26,757, paid from General Obligation Bond Fund.

Contract Awards

CN 99658.3 – With *Oakwood Worldwide* effective March 4, 2009 through March 3, 2010, for a daily rate of \$117.03, paid from Unrestricted General Fund.

CN 99658.4 – With *Keenan and Associates* effective July 1, 2009 through June 30, 2012, not to exceed \$51,000, paid from Self Insurance Fund.

CN 99658.6 – With *Nuventive, LLC*, effective June 10, 2009 through June 9, 2010, not to exceed \$60,273.75, paid from Restricted General Fund.

Contract Amendments

CN 99627.6 – With *Rachlin Architects, Inc.*, Amendment #13, to change the termination date from June 30, 2009 to December 31, 2009, at no additional cost.

Settlement Agreement

CN 22021.3 – Ratify – With *Taisei Construction Corporation*, for the new South Quad Complex project at the Liberal Arts Campus, to approve the Settlement Agreement in the amount of \$4,100,000.

Use of Other Agencies' Bids

CMAS Contract #4-07-71-0021C with *McMurray Stern, Inc.*, for the purchase, warranty and installation of high-density movable shelf filing systems effective June 27, 2007 through July 31, 2009.

Bid No. 2004/05-12L – (Riverside Unified School District) with *Mobile Modular Management Corporation*, for the lease of DSA approved relocatable classrooms and modular structures. The period of performance is to be five (5) years executable in one-year renewable options. This is the fifth-year option of the five-year contract and is effective until May 15, 2010.

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Bid No. 2004/05-12P – (Riverside Unified School District) with *Mobile Modular Management Corporation*, for the purchase of DSA approved relocatable classrooms and modular structures. The period of performance is to be five (5) years executable in one-year renewable options. This is the fifth-year option of the five-year contract and is effective until May 15, 2010.

PURCHASING

Purchase Order Approvals/Ratifications

Authorize the issuance of purchase orders for the period May 04, 2009 through May 15, 2009 in the amount of \$102,698.28 as listed:

PO #62745 – PO #62773	\$ 102,698.28
Total Amount	<u>\$ 102,698.28</u>

Included in the total amount of purchase orders of \$102,698.28 are the following items greater than \$25,000:

Restricted General Fund – Fund 12

PO #62759 <i>Valiant Music Supply</i> Stage Risers	\$ 26,970.00
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It was moved by Member Otto, seconded by Member Uranga, that the items on the Consent Agenda be approved and authorized.

The motion carried, all voting aye.

HUMAN RESOURCES (Classified)

It was moved by Member Kellogg, seconded by Member Otto, to approve/ratify the following actions:

APPOINTMENTS

Probationary	2
Temporary	4
Exempt from the Merit System	69

IN-SERVICE CHANGES

Changes and Modifications	1
Mileage	4

SEPARATION FROM THE DISTRICT

Layoff Due to Lack of Work/Lack of Funds	4
Retirement	4
Medical Separation	1

Superintendent-President Oakley presented the following retirees with certificates and congratulated them and thanked them for their years of service:

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Bruce E. Morgan	24 years
Linda M. Raley	21 years
Rodolpho S. Santos	18 years
Perla A. Mongillo	32 years (not present at meeting)

HUMAN RESOURCES

Indefinite Salary Rates for District Employees

It was moved by Member Clark, seconded by Member Otto, that the salary rates for academic employees represented by CCA and CHI, the classified employees represented by AFT, as well as Management Team personnel, be declared indefinite for fiscal year 2009-10.

The motion carried, all voting aye.

ACADEMIC SENATE (Title 5, Section 53203)

No Items, No Report

SUPERINTENDENT-PRESIDENT

Presentation of Certificates – Citizens’ Oversight Committee Members

Superintendent-President Oakley presented certificates to the Citizens’ Oversight Committee Members who were appointed and served on this committee. Sherrie Ortman and Ken Velten were both present and served from 2004-2009. William Marmion and Lexi Donovan were not present. Mr. Marmion served on the committee from 2004-2009 and Ms. Donovan served from 2008-2009.

President Oakley thanked faculty and staff for attending another wonderful commencement ceremony and publicly thanked Mr. Robert Garcia, CRM, and media staff for all their hard work. Mr. Oakley was in Sacramento and personally thanked Senator Alan Lowenthal for speaking at this year’s commencement. President Oakley was in Sacramento to participate in helping educate the legislators on what we do at community colleges, as they are working hard to come up with a State budget. It is certain that community colleges will see budget cuts, but remains to be seen as to how much. There is certain to be fee increases, reduced student access, and reduction to student services programs. The college is working hard to come up with solutions. Summer session is off to a good start; we are bracing for a high demand in the fall and for the next one to two years, but we will weather it.

ACADEMIC AFFAIRS

It was moved by Member Clark, seconded by Member Otto, that the Board of Trustees approve the discontinuance of the Machine Tool and Cabinet Making instructional programs, and the certificate of completion. The programs are known on the state list of authorized programs as program 08811 (Machine Tool) and 02656 (Cabinet Making).

STUDENT SUPPORT SERVICES

No Items, No Report

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ADMINISTRATIVE SERVICES

It was moved by, Member Clark, seconded by Member Otto, that the Board authorize District Institutional Membership in the following organizations for 2009-2010 as follows:

Academic Senate for California Community Colleges
Accrediting Commission for Community and Junior Colleges
American Association of Community Colleges
American Culinary Federation
American Dietetic Association
American Federation of Arts
American Society for Training and Development (ASTD)
American Society of Travel Agents
Associate Degree Nursing Program Directors
Association of College and University Auditors
Association of Community College Trustees (ACCT)
Association of Higher Education Facility Officers
Association of Small Business Development Centers
Association of Writers & Writing Programs
Aviation Technician Education Council
Bellflower Chamber of Commerce
Board of Registered Nursing
Board of Vocational Nurses and Psychiatric Examiners
California Association of Community College Registrars and Admission Officers (CACCRAO)
California Association of Latino Community College Trustees (CALCCT)
California Association of School Business Officials (CASBO)
California Chamber of Commerce
California Colleges for International Education
California Community Colleges Chief Instructional Officers
California Community Colleges Chief Student Services Administrators Association
California School Personnel Commissioners Association (CSPCA)
Catalina Island Chamber of Commerce
Cerritos Chamber of Commerce
Community College Facility Coalition
Community College Leadership Development Initiative Foundation
Community College League of California (CCLC)
Community College League of California, Commission on Athletics
Cooperative Organizations for the Development of Employee Selection Procedures
Council for Opportunity in Education
Council for Resource Development (CRD)
Council of Chief Librarians (CCL)
Dietary Service Supervisors of America
Downey Chamber of Commerce
Educational Mandated Cost Network (EMCN)
Embracing Latina Leadership Alliances
English Council of California Two-Year Colleges
Equal Employment Diversity and Equity Consortium
Executive Women International

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Health Services Association for California Community Colleges
Hispanic Association of Colleges and Universities (HACU)
Honors Transfer Council of California
InfoCom International
Interior Design Educators Council
International Economic Development Council (IEDC)
International Society of Travel and Tourism Educators
Joint Review Committee in Radiologic Technology
Lakewood Chamber of Commerce
Leadership Long Beach
League for Innovation
Learning Resources Network
Long Beach Area Chamber of Commerce
Long Beach Rotary Club – Corporate
Los Angeles County Economic Development Corporation (LAEDC)
Los Angeles County School Trustees Association
National Association for Foreign Student Affairs (NAFSA)
National Association of Latino Elected/Appointed Officials (NALEAO)
National Association of Student Personnel Administrators (NASPA)
National Coalition of Advanced Technology Centers (NCATC)
National Collegiate Honors Council
National Community College Hispanic Council
National Council for Marketing and Public Relations
National Council for Occupational Education
National Institute for Staff and Organizational Development (NISOD)
National League for Nursing
National Network of Two Year Health Care Program in Two Year Colleges (NN2)
Norwalk Chamber of Commerce
Orange County/Long Beach Consortium for Nursing
Paramount Chamber of Commerce
Personnel Commissioners Association of Southern California
Phi Beta Kappa
Recording for the Blind and Dyslexic
Regional Hispanic Chamber of Commerce
Research and Planning Group (The RP Group)
Signal Hill Chamber of Commerce
South Coast Conference
South Coast Consortium of Schools & Colleges
South Coast Higher Education Council
South Gate Chamber of Commerce
Southern 30 Information Exchange Consortium
Southern California CCD Employment Relations Consortium
Southern California Directors of Vocational Nursing Programs
Southern California Football Association (formerly called Mission Conference)
Southern California Intersegmental Articulation Council (SCIAC)
Southern California Regional Transit Training Consortium
The Advocacy Group

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Transfer Center Directors Association (TCDA)
Travel and Tourism Marketing Association
Umoja
Western Regional Honors Council
Western States Conference

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

The Board of Trustees considered for first reading the following revised policies:

Policy 2013 (Audits)
Policy 3018 (Mileage Reimbursement)
Policy 3024 (Travel and Professional Conference Attendance)
Policy 6003 (Purchasing and Materials)
Policy 6004 (Revolving Cash Fund)
Policy 6005 (Risk Management and Insurance)
Policy 6007 (Physical Inventory and Depreciation of Capital Assets)
Policy 6011 (Investments)
Policy 6014 (Cellular Telephone Use)
Policy 6015 (Naming Facilities and Properties)
Policy 7001 (Facilities Use)

Member Otto will discuss with Vice President Gabel some grammatical suggestions to some of the policies and Member Clark had a question on the meaning of “perception” in policy 7001. Ms. Gabel will research and review the comments made by the Board and these items will be brought back to the Board at an upcoming meeting.

New and Revised District Administrative Regulations 2013, 3018, 3024, 6003, 6005, 6007, 6011

The below referenced revised regulations were presented for informational purposes only.

Regulation 2013 (Audits)
Regulation 3018 (Mileage Reimbursement)
Regulation 3024 (Travel and Professional Conference Attendance)
Regulation 6003 (Purchasing and Materials)
Regulation 6005 (Risk Management and Insurance)
Regulation 6007 (Physical Inventory and Depreciation of Capital Assets)
Regulation 6011 (Investments)
Regulation 6014 (Cellular Telephone Use)
Regulation 6015 (Naming Facilities and Properties)
Regulation 7001 (Facilities Use)

PACIFIC COAST CAMPUS

No Items, No Report

ECONOMIC AND RESOURCE DEVELOPMENT

No Items, No Report

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ACADEMIC SENATE

No Report

TRUSTEES COMMUNICATIONS

Member Uranga congratulated the employees who are retiring and thanked them for their service and also thanked the bond oversight members who have completed their service.

President Bowen commented on the budget problems and thinks that LBCC is in better shape than other community colleges. President Bowen said that the California budget system is broken and that the State cannot fix its revenue problems. He said there is a lot of interest in the idea that California needs a constitutional amendment and would like to see our Board endorse by way of a resolution, or at least an informational item of this change. Vice President Clark mentioned that Member Otto is now on the CCCT Board and that possibly he can bring some light as to what CCLC's position is on this matter.

NEW BUSINESS

There was no new business.

FUTURE REPORTS

Future Reports or Discussion Items requested by the Board Members:

- Updates on Implementation of the 2009 ACCJC Accreditation Recommendations
 - June 23, 2009 - Monthly Update
 - July 14, 2009 - Monthly Update
 - August 25, 2009 - Study Session
 - September 22, 2009 - Final Update
- Update on Textbook Affordability
 - June 23, 2009

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.

Kent Anderson, a current student, addressed the Board on his concerns of the disparity of the amount of time that the labs are open for the CBIS and CAOTC classes and that there is not enough staff and hours to allow for completion of the lab work.

ADJOURNMENT

President Bowen adjourned the meeting at 5:59 p.m. The next regular meeting of the Board of Trustees will be held on June 23, 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