

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

**Minutes of Meeting of  
October 7, 2008**

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 October 7, 2008.

**CALL TO ORDER**

The meeting was called to order at 5:05 p.m. President Kellogg announced that the items to be discussed in Closed Session were pulled and Closed Session was cancelled.

**PLEDGE OF ALLEGIANCE**

Trustee Bowen led the Pledge of Allegiance.

**ROLL CALL**

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

**WELCOME AND INTRODUCTIONS**

President Kellogg called upon Eloy Oakley, Superintendent-President, for welcome and introductions. President Oakley introduced the Interim Dean of Student Affairs, Robert Garcia. President Oakley welcomed Dr. Byron Breland to the table as the new Associate Vice President of the Pacific Coast Campus.

President Oakley recognized and presented the Distinguished Alumni Award to Member Douglas Otto for his accomplished career and continued community service achievements. President Oakley acknowledged Member Otto's vast Long Beach community service, particularly his leadership, time, and dedication to Long Beach City College. President Oakley commended Member Otto for his generosity in requesting donations for a scholarship fund in lieu of receiving gifts for his 60<sup>th</sup> Birthday. And, to date, that scholarship fund has exceeded \$10,000.

**APPROVAL OF MINUTES**

It was moved by Member Clark, seconded by Member Uranga, that the minutes of the meeting of September 23, 2008, be approved as distributed. The motion carried, all voting aye.

**ORDERING OF THE AGENDA**

President Kellogg announced that policy number 2006 of item 1.3 under Report of the Board of Trustees would be pulled from the agenda.

**REPORT OF BOARD OF TRUSTEES**

**Committee Reports**

There were no committee reports.

**Appointment to the Citizens Oversight Committee**

It was moved by Member Uranga, seconded by Member Otto that the Board of Trustees confirm the appointment of Gary Cooper to the Citizens' Bond Oversight Committee as one of the Community at Large representatives.

**New and Revised District Policies 2000, 2015, 2017, 2018, 2019, 2020, 2021**

The Board of Trustees presented for First Reading the following new and revised District Policies:

- New 2015 - Policy on Board Officers
- New 2016 - Policy on Board Duties and Responsibilities
- New 2017 - Policy on Board Education
- New 2018 - Policy on Board Self-Evaluation
- New 2019 - Policy on Delegation of Authority to Superintendent-President
- New 2020 - Policy on Superintendent-President Selection
- New 2021 - Policy on Evaluation of Superintendent-President
- Revised 2000 - Policy on Board of Trustees

**New and Revised District Policies 1000, 1001, 1022, 1003, 1004**

The Board of Trustees presented for First Reading the following new and revised District Policies:

- New 1002 - Policy on District Mission
- New 1003 - Policy on Accreditation
- New 1004 - Policy on Institutional Planning
- Revised 1000 - Policy on Long Beach Community College District
- Revised 1001 - Policy on Policies and Administrative Regulations

**Revised District Policy 5012**

The Board of Trustees presented for First Reading the revised District Policy 5012, Policy on Student Conduct.

**STUDENT TRUSTEE**

There was no report.

**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	5
Hourly Counselor – Fall	4
Hourly Instructional Specialist – Fall	2
Stipends	71

**IN-SERVICE CHANGES**

Leave of Absence Without Pay	2
Change of Title – Contract	1

**HUMAN RESOURCES (Classified)**

Approve/ratify the following actions:

**APPOINTMENTS**

Probationary	7
Working Out of Class	1
Provisional	3
Temporary	6
Exempt from the Merit System	63

**IN-SERVICE CHANGES**

Mileage	3
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**SEPARATION FROM THE DISTRICT**

Layoff Due to Lack of Funds/Work	1
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**FINANCE AND PURCHASING**

Approve the following actions:

**FINANCE**

**Budget Transfers**

There are no budget transfers for this board meeting.

**Salary Warrants**

Ratify issuance of salary warrants listed on Register No. 4492 through 4494 for the period of September 1, 2008 through September 12, 2008 in the amount of \$1,677,666.97 as listed:

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Register No. 4492 Issue Date 09/10/08	Warrant Nos. 80104 – 80323	\$ 995,791.99
Register No. 4493 Issue Date 09/10/08	Warrant Nos. 80324 – 80374	\$ 330,695.98
Register No. 4494 Issue Date 09/10/08	Warrant Nos. 80375 – 80719	\$ <u>351,179.00</u>
Total Salary Warrants Issued:		\$ <u><u>1,677,666.97</u></u>

**Commercial Warrants**

Ratify issuance of commercial warrants for the period of September 1, 2008 through September 12, 2008 in the amount of \$3,008,891.82 as listed:

Period Ending September 5, 2008		
Unrestricted General Fund 01	\$ 107,745.07	
Restricted General Fund 12	157,734.77	
General Obligation Bond Funds 43, 45	473,592.19	
Contract/Community Education Fund 59	20,000.00	
Payroll Clearing Fund 76	<u>111,862.38</u>	
Total Period 1 Warrants:		\$ <u>870,934.41</u>
Period Ending September 12, 2008		
Unrestricted General Fund 01	\$ 836,639.48	
Restricted General Fund 12	67,095.11	
Child Development Fund 33	777.24	
Capital Outlay Projects Fund 41	147,388.41	
General Obligation Bond Funds 43, 45, 46	796,115.53	
Stadium Operations Fund 58	22,948.91	
Self Insurance Fund 61	314.97	
Student Financial Aid Fund 74	187.00	
Payroll Clearing Fund 76	<u>266,490.76</u>	
Total Period 2 Warrants:		\$ <u>2,137,957.41</u>
Commercial Warrants Total:		\$ <u><u>3,008,891.82</u></u>

Included in the total warrant expenditure of \$3,008,891.82 are the following payments greater than \$25,000, excluding employee benefits and utilities:

**Unrestricted General Fund 01**

1. \$ 44,362 to *United of Omaha Life Insurance* for 2007 Supplemental Employee Retirement Plan (SERP) premiums for administrative retirees.
2. \$ 35,097 to *Leibert Cassidy Whitmore* for attorney fees.

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**Restricted General Fund 12**

1. \$ 87,271 to *El Camino Community College District* for hosting a service center for the Small Business Development Center Network.
2. \$ 41,022 to *Pacific Coast Regional Small Business Development Corp.* for hosting a service center for the Small Business Development Center Network.

**Capital Outlay Projects Fund 41**

1. \$ 146,563 to *Spinitar* for audio equipment for the Pacific Coast Campus Library/Learning Resource Center.

**General Obligation Bond Funds 43/45/46**

1. \$ 431,943 to *Cordoba Corporation* for bond project construction management.
2. \$ 380,750 to *Solpac Construction Inc.* for construction on the Pacific Coast Campus Learning Resource Center.
3. \$ 64,321 to *RMA Construction Services, Inc.* for bond program technical support services.
4. \$ 64,000 to *R. Don Spencer Architects* for roof work completed on Buildings Q & R at the Liberal Arts Campus.
5. \$ 51,646 to *First Regional Bank* for escrow retention for construction of the Pacific Coast Campus Learning Resource Center.
6. \$ 47,254 to *2H Construction, Inc.* for construction of the Liberal Arts Campus Infrastructure Building R boiler plant pipe connection.

**PURCHASING**

**Purchase Order Approvals/Ratifications**

Authorize the issuance of purchase orders for the period September 2, 2008 through September 12, 2008 in the amount of \$254,511.47 as listed:

**Stadium Operations Fund 58**

PO #61132	<i>City of Long Beach</i>	\$ 40,000.00
	Supplemental law enforcement services for special events at Veterans Stadium.	

**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 93141.7 – Ratify – With the *U.S. Department of Education* (DOE) to provide funding for the District effective September 1, 2008 through July 31, 2009. Amount of funding is \$266,055.

**Contract Awards**

CN 99654.5 – Ratify – With *Long Beach Unified School District (LBUSD)* effective August 1, 2008 through January 31, 2010 for a total amount not to exceed \$43,654, paid from Restricted General Fund.

**Contract Amendments**

CN 99641.1 – With *Vicki Torres dba VCT2*, Amendment #3, to change the termination date from September 30, 2008 to December 31, 2009 and increase the contract amount by \$5,000 for a total contract amount not to exceed \$55,000, paid from Restricted General Fund.

CN 99641.7 – With *City of Hawthorne, Job Training & Development Department* on behalf of the South Bay Workforce Investment Board, Amendment #2 to increase the contract amount by \$58,000 for a total amount not to exceed \$287,500, paid with Restricted General Fund.

**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 C0994B Telecom Infrastructure to Bldg. Z (LAC).

Authorize the Vice President, Administrative Services, to approve the selection of the responsible contractor from the responsive bidders for Bid C0994C Staff Restroom Renovation Bldg. P (LAC).

Authorize the Vice President, Administrative Services, to approve the selection and enter into an agreement with an architect to prepare bridging documents for the parking structure on the Liberal Arts Campus.

**Completion of Contract**

CN 22026.5 – With *2H Construction*, for Building R Boiler Pipe Plant Connection located at 4901 E. Carson Street, Long Beach CA, 90808, for a total fee of \$183,354. Project was completed on August 4, 2008.

**Institutional Membership**

Amend the 2008-09 institutional membership list to include:

Leadership Long Beach

**Amendment to Board Action**

CN 93136.3 – Amend the board action of August 26, 2008 with *Higher One, Inc.*, for Demand Deposit Accounts for distribution of financial aid effective July 11, 2007 through July 1, 2012.

CN 99641.7 – Amend the board action of July 10, 2007 with the *City of Hawthorne, Job Training & Development* on behalf of the South Bay Workforce Investment Board to revise the termination date from June 30, 2008 to June 30, 2010.

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

The motion carried, all voting aye.

**ACADEMIC SENATE (Title 5, Section 53203)**

No Items, No Report

**SUPERINTENDENT-PRESIDENT**

Superintendent-President Oakley reminded the Board and the audience that the accreditation site visits will begin with a welcome on Tuesday, October 14, and will conclude with a brief exit meeting on Thursday, October 16, 2008. President Oakley said he is looking forward to showing off the campus and highlighting all of our tremendous efforts. The final and official report will be received sometime in January 2009.

**ACADEMIC AFFAIRS**

**2009 Summer Session Schedule**

It was moved by Member Otto, seconded by Member Clark, that the Board of Trustees approve the Summer Session 2009 dates as follows:

Day and Evening Sessions:

Monday, June 1, 2009 - Friday, July 10, 2009  
Monday, July 13, 2009 - Friday, August 14, 2009  
Monday, June 1, 2009 - Friday, July 31, 2009

Afternoon Session:

Monday, June 15, 2009 - Friday, July 24, 2009

The motion carried, all voting aye.

**STUDENT SUPPORT SERVICES**

**Report on Title V/HIS Grant**

Dr. Christopher Villa, Vice President, Student Support Services, provided a status report on the Title V Collaborative Grant with California State University, Long Beach. Dr. Bobbie Villalobos, Dean, School of Language Arts, provided a status report on the Title V Grant entitled "Skills and Knowledge Improves Latino Learning Success (SKILLS).

**ADMINISTRATIVE SERVICES**

**2007-2008 CCFS-311 Annual Financial and Budget Report**

It was moved by Member Clark seconded by Member Bowen that the Board of Trustees approve the 2007-2008 CCFS-311 Annual Financial and Budget Report of the Long Beach Community College District and authorize transmittal of the report to the Chancellor's Office, California Community Colleges.

This report provides required financial information about Fiscal Year 2007-2008 expenditures (unaudited) and the Fiscal Year 2008-2009 Adopted Budget.

The motion carried, all voting aye.

**PACIFIC COAST CAMPUS**

No Items, No Report

**ECONOMIC AND RESOURCE DEVELOPMENT**

No Items, No Report

**ACADEMIC SENATE**

Sigrid Sexton, Academic Senate President, reported that the 16-week calendar is still being worked out and will be brought for discussion the three remaining issues at the next Senate meeting on Friday, October 10, 2008.

**TRUSTEES COMMUNICATIONS**

Board President Kellogg said he will be attending the Hall of Fame Induction Ceremony luncheon this Friday at The Centre at Sycamore Plaza and is looking forward to seeing everyone there. President Kellogg reminded everyone that the Accreditation Team will be visiting the campus next week and that the Board will have the opportunity to speak with them.

Member Uranga announced that Member Otto and he will attend the ACCT Annual Leadership Congress held in New York on October 29, 2008, through November 1, 2008.

**NEW BUSINESS**

There was no new business.

**FUTURE REPORTS**

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

**March 2009**

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

- F. Ensure opportunities for all stakeholders to participate in accreditation self-study and approve a plan for addressing recommendations of the visiting team no later than three months after the accrediting commission issues its final report and recommendations.



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**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 5:50 p.m. The next regular meeting of the Board of Trustees will be held on November 11, 2008. 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, Pacific Coast Campus.

Assistant Secretary