

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

**Minutes of Meeting of
November 11, 2008**

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 November 11, 2008.

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 5:01 p.m., in the Dyer Assembly Hall, at the Pacific Coast Campus. President Kellogg reported that, in closed session, no action was taken.

PLEDGE OF ALLEGIANCE

Eloy Oakley 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 welcomed everyone to the meeting.

APPROVAL OF MINUTES

It was moved by Member Clark seconded by Member Bowen, that the minutes of the meeting of October 7, 2008, 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

Board Appointment to the Personnel Commission (Public Hearing)

A Public Hearing was held to provide the public employees and employee organizations an opportunity to express their views on the qualifications of the person recommended as the Board's appointment to the Personnel Commission, Richard F. Gaylord.

President Kellogg asked Jeannine McManigal-Ball of the Personnel Commission to say a few words. Ms. McManigal-Ball said she was thankful for the Board's appointment and gave praise to Mr. Gaylord for his work and efforts that keeps the commission working well together.

President Kellogg declared the public hearing closed.

Board Appointment to the Personnel Commission

It was moved by Member Bowen seconded by Member Uranga, that the Board of Trustees designate Richard F. Gaylord as the Board's appointee to the District's Personnel Commission, for a three-year term effective noon, December 1, 2008, and ending noon, December 1, 2011.

The motion carried, all voting aye.

Negative Declaration (Public Hearing)

A Public Hearing was held to provide an opportunity for the public to express their views on the Negative Declaration for construction of proposed projects on properties located at 4900 and 4910 E. Conant Street, Long Beach, CA. Hearing no response, President Kellogg declared the public hearing closed.

Committee Reports

There were no committee reports.

STUDENT TRUSTEE

Student Trustee Brown reported that the Associated Student Body is re-evaluating itself in accordance with the Brown Act. She also reported that she had the privilege of singing the National Anthem at the Homecoming football game that was held on November 9, 2008, and was crowned 2008 Homecoming Queen during the Homecoming events.

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

Academic Appointments

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Academic Administrative Appointments	2
Hourly Instructor – Fall	7
Hourly Coordinator – Fall	1
Hourly Counselor – Fall	5
Hourly Instructional Specialist – Fall	5
Hourly Substitute – Fall	
Stipends	27

IN-SERVICE CHANGES

Change of Assignment – Reduced Workload	1
Change of Salary – Contract	2
Change of Title – Contract	1

HUMAN RESOURCES (Classified)

Approve/ratify the following actions:

APPOINTMENTS

Probationary	29
Working Out of Class	7
Provisional	3
Temporary	29
Exempt from the Merit System	115

IN-SERVICE CHANGES

Mileage	2
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SEPARATION FROM THE DISTRICT

Release from Probation	1
Resignation	1
Retirement	1

FINANCE AND PURCHASING

Approve the following actions:

FINANCE

Budget Transfers

Budget Transfer numbers 127452, 127466, 127482, 127483, 127484, 127485, 127487, 127488, 127489, 127520, 127524, 127540, 127560, 127576, 127665, 127711, 127780 and 127784 for the Unrestricted General Fund 01 in the amount of \$289,213 as listed:

From: Academic Salaries	\$ 9,898	
Employee Benefits	1,485	
Supplies	18,826	
Services and Operating Expenses	243,211	
Equipment/Building Fixtures	<u>15,793</u>	<u>\$ 289,213</u>

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To:	Academic Salaries	\$ 1,102	
	Classified Salaries	86,036	
	Employee Benefits	11,351	
	Supplies	82,296	
	Services and Operating Expenses	34,870	
	Equipment/Lease Purchase/Construction	<u>73,558</u>	\$ <u>289,213</u>

Included in the budget transfers of \$289,213 for the Unrestricted General Fund 01 are the following transfers greater than \$25,000:

<u>AT</u>	<u>From:</u>	<u>Amount</u>
127560	589000-01-660600-0000 Other Services	\$ 35,030

<u>To:</u>		
231000-01-647000-0000	Student Assistant Non-Instructional Salaries	\$ 31,000
395000-01-647000-0000	Employee Benefits	4,030

To cover the salary/benefit costs for student assistant in Outreach.

<u>AT</u>	<u>From:</u>	<u>Amount</u>
127665	589000-01-660300-9941 Other Services	\$ 36,415

<u>To:</u>		
232000-01-677500-0000	Classified Hourly Salaries	\$ 32,226
395000-01-677500-0000	Employee Benefits	4,189

To cover the salary/benefit costs for Limited Term Employee-Office Assistant in Duplicating.

Budget Transfer numbers 127448, 127469, 127475, 127494, 127497, 127518, 127541, 127577, 127599, 127664, 127712 and 127781 for the Restricted General Fund 12 in the amount of \$697,352 as listed:

From:	Academic Salaries	\$ 17,166	
	Classified Salaries	47,921	
	Employee Benefits	15,614	
	Supplies	34,239	
	Services and Operating Expenses	56,239	
	Equipment	27,292	
	Reserve	<u>498,881</u>	\$ <u>697,352</u>

To:	Academic Salaries	\$ 20,900	
	Classified Salaries	407,695	
	Employee Benefits	57,618	
	Supplies	85,029	
	Services and Operating Expenses	86,977	
	Equipment/Buildings and Additions	<u>39,133</u>	\$ <u>697,352</u>

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Included in the budget transfers of \$697,352 for the Restricted General Fund 12 are the following transfers greater than \$25,000:

<u>AT</u>	<u>From:</u>	<u>Amount</u>
127497	790100-12-602000-2865 Reserve	\$ 422,395
	212000-12-602000-2865 Classified AFT Non-Instructional Salaries	7,382
	395000-12-602000-2865 Employee Benefits	2,953
	456500-12-602000-2865 Duplicating Non-Instructional	1,000
	457000-12-602000-2865 Non-Instructional Supplies and Materials	2,000
	514000-12-602000-2865 Professional Services	35,500
	790100-12-602000-2875 Reserve	33,680
	<u>To:</u>	
	221500-12-150500-2865 Classified/AFT Instructional Salaries <50%	\$ 94,000
	221500-12-170200-2865 Classified/AFT Instructional Salaries <50%	63,000
	221500-12-493000-2865 Classified/AFT Instructional Salaries <50%	55,000
	241000-12-150500-2865 Classified Hourly Instructional Salaries	2,000
	241000-12-170200-2865 Classified Hourly Instructional Salaries	2,000
	241000-12-493000-2865 Classified Hourly Instructional Salaries	1,000
	241000-12-492000-2865 Classified Hourly Instructional Salaries	1,000
	395100-12-150500-2865 Employee Benefits	12,480
	395100-12-170200-2865 Employee Benefits	8,450
	395100-12-493000-2865 Employee Benefits	7,280
	395100-12-492000-2865 Employee Benefits	130
	432500-12-150500-2865 Duplicating Instructional	5,000
	432500-12-170200-2865 Duplicating Instructional	5,000
	432500-12-493000-2865 Duplicating Instructional	5,000
	432500-12-492000-2865 Duplicating Instructional	1,500
	432000-12-150500-2865 Instructional Supplies and Materials	4,000
	432000-12-492000-2865 Instructional Supplies and Materials	4,000
	432000-12-493000-2865 Instructional Supplies and Materials	3,000
	432000-12-492000-2865 Instructional Supplies and Materials	1,500
	438000-12-170200-2865 Software Instructional	4,120
	438000-12-170200-2875 Software Instructional	680
	438000-12-493000-2865 Software Instructional	450
	641000-12-493000-2865 Instructional Equipment \$200-\$499.99	6,000
	243000-12-150500-2863 Classified Hourly Instructional Salaries	60,000
	243000-12-170200-2863 Classified Hourly Instructional Salaries	60,000
	243000-12-493000-2863 Classified Hourly Instructional Salaries	30,000
	243000-12-492000-2863 Classified Hourly Instructional Salaries	14,000
	395100-12-150500-2863 Employee Benefits	7,800
	395100-12-170200-2863 Employee Benefits	7,800
	395100-12-493000-2863 Employee Benefits	3,900
	395100-12-492000-2863 Employee Benefits	1,820
	147000-12-602000-2875 Non-Instructional Stipends	20,000
	395000-12-602000-2875 Employee Benefits	3,000
	457000-12-602000-2875 Non-Instructional Supplies and Materials	10,000

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To allocate Basic Skills funds to the Student Success Centers.

Budget Transfer numbers 127437, 127521, 127632 and 127782 for the Capital Outlay Projects Fund 41 in the amount of \$207,000 as listed:

From: Services and Operating Expenses	\$ 6,000	
Architect Fees/Equipment	<u>201,000</u>	\$ <u>207,000</u>
To: Services and Operating Expenses	\$ 201,000	
Inspection Fees	<u>6,000</u>	\$ <u>207,000</u>

Included in the budget transfers of \$207,000 for Capital Outlay Projects Fund 41 are the following transfers greater than \$25,000:

<u>AT</u>	<u>From:</u>	<u>Amount</u>
127437	622000-41-710100-5606 Architect Fees	\$ 35,000
	<u>To:</u>	
	514000-41-710100-5605 Professional Services	35,000
	<u>From:</u>	
127521	622000-41-710100-5606 Architect Fees	\$ 60,000
	<u>To:</u>	
	514000-41-710100-5605 Professional Services	60,000
	<u>From:</u>	
127782	622000-41-710100-5606 Architect Fees	\$ 91,000
	<u>To:</u>	
	514000-41-710100-5605 Professional Services	91,000

To cover project management expenses for the Multi-Disciplinary Academic Building at the Pacific Coast Campus.

Budget Transfer numbers 127436, 127474, 127578, 127632, 127677 and 127783 for the General Obligation Bond Funds 43, 44, 45 and 46 in the amount of \$1,768,891 as listed:

From: Services and Operating Expenses	\$ 6,000	
Construction and Additions Reserve	202,108	
	<u>1,560,783</u>	\$ <u>1,768,891</u>
To: Supplies	\$ 11,213	
Services and Operating Expenses	198,855	
Equipment/ Construction /Additions/Inspection	<u>1,558,823</u>	\$ <u>1,768,891</u>

Included in the budget transfers of \$1,768,891 for the General Obligation Bond Funds 43, 44, 45 and 46 are the following transfers greater than \$25,000:

<u>AT</u>	<u>From:</u>	<u>Amount</u>
127677	790100-43-710400-5404 Reserve	\$1,318,076
127783	790100-45-710600-5606 Reserve	184,929

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790100-45-710400-5327	Reserve	57,778
624000-45-710400-5400	Inspection Fees	139,691
621000-45-710600-5328	Construction and Additions	1,786
621000-45-710400-5437	Construction and Additions	1,103
568000-44-710400-0550	Repair Maintenance	110,000
611000-46-710400-5738	Site Acquisition	15,000
<u>To:</u>		
564000-43-710400-5405	Rental	\$ 7,960
647000-43-710400-5404	Equipment<\$5,000	187,180
457000-45-710400-5400	Supplies	3,125
646000-43-710400-5404	Equipment<\$5,000	1,122,936
514000-45-710400-5400	Professional Services	25,000
585000-45-710400-5400	Postage	9
589000-45-710400-5400	Other Services	4,940
573000-45-710400-5400	Legal Services	6,825
564000-45-710400-5400	Rental	48,035
589000-45-714000-5437	Other Services	1,103
514000-45-710400-5450	Professional Services	29,141
568000-45-710400-5452	Repair Maintenance	22,616
457000-45-710600-5328	Supplies	1,488
529000-45-710600-5328	AQMD Payments	123
589000-45-710600-5328	Other Services	175
646000-45-710400-5327	Equipment <\$5,000	57,778
624000-45-710600-5606	Inspection Fees	184,929
622000-44-710400-0550	Architect Fees	20,000
622000-44-710600-0550	Architect Fees	70,000
624000-44-710400-0550	Inspection Fees	20,000
514000-46-710400-5738	Professional Services	15,000

To cover expenses for various Bond Projects.

Budget Transfer numbers 127447, 127468 and 127581 for the Stadium Operations Fund 58 in the amount of \$53,000 as listed:

From:	Supplies	\$ 1,000	
	Equipment / Building Fixtures	20,000	
	Reserves	<u>32,000</u>	\$ <u>53,000</u>
To:	Services and Operating Expenses	\$ 33,000	
	Equipment	<u>20,000</u>	\$ <u>53,000</u>

Included in the budget transfers of \$53,000 for the Stadium Operations Fund 58 are the following transfers greater than \$25,000:

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<u>AT</u>	<u>From:</u>	<u>Amount</u>
127581	790100-58-709100-0440 Reserves – Veterans Stadium	\$ 32,000
	<u>To:</u>	
	647000-58-709100-0440 Equipment >\$5,000	\$ 20,000
	588000-58-709100-0440 Repair Maintenance	12,000

To cover expenses for stage and track repairs at the Veterans Stadium.

Budget Transfer numbers 127491 and 127542 for the Contract/Community Education Fund 59 in the amount of \$7,230 as listed:

From:	Classified Salaries	\$ 1,000	
	Employee Benefits	130	
	Services and Operating Expenses	<u>6,100</u>	\$ <u>7,230</u>
To:	Supplies	\$ 6,100	
	Services and Operating Expenses	<u>1,130</u>	\$ <u>7,230</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. 4495 through 4502 for the period of September 15, 2008 through October 17, 2008 in the amount of \$8,591,772.10 as listed:

Register No. 4495 Issue Date 09/16/08	Warrant Nos. 80720 – 80759	\$ 81,443.42
Register No. 4496 Issue Date 09/16/08	Warrant Nos. 80760 – 80781	\$ 332,145.00
Register No. 4497 Issue Date 09/30/08	Warrant Nos. 80782 – 80881	\$ 5,814,372.57
Register No. 4498 Issue Date 10/10/08	Warrant Nos. 80882 – 81117	\$ 1,190,748.00
Register No. 4499 Issue Date 10/10/08	Warrant Nos. 81118 – 81160	\$ 325,625.07
Register No. 4500 Issue Date 10/10/08	Warrant Nos. 81161 – 81600	\$ 461,935.58
Register No. 4501 Issue Date 10/16/08	Warrant Nos. 81601 – 81634	\$ 48,073.46

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Register No. 4502	Warrant Nos. 81635 – 81654	\$ 337,429.00
Issue Date 10/16/08		
	Total Salary Warrants Issued:	\$ <u>8,591,772.10</u>

Commercial Warrants

Ratify issuance of commercial warrants for the period of September 15, 2008 through October 17, 2008 in the amount of \$14,557,886.45 as listed:

Period Ending September 19, 2008

Unrestricted General Fund 01	\$ 780,110.96
Restricted General Fund 12	43,877.95
Child Development Fund 33	40.49
Capital Outlay Projects Fund 41	146,601.86
General Obligation Bond Funds 43, 45	249,752.78
Stadium Operations Fund 58	8,095.03
Contract/Community Education Fund 59	15,592.44
Self Insurance Fund 61	19,295.41
Student Financial Aid Fund 74	33.14
Payroll Clearing Fund 76	64,030.21
Retiree Benefits Fund 79	<u>2,828.91</u>

Total Period 1 Warrants: \$ 1,330,259.18

Period Ending September 26, 2008

Unrestricted General Fund 01	\$ 977,913.83
Restricted General Fund 12	141,691.61
Child Development Fund 33	346.65
Capital Outlay Projects Fund 41	1,305,411.85
General Obligation Bond Funds 43, 45, 46	2,776,441.61
Stadium Operations Fund 58	3,392.41
Self Insurance Fund 61	<u>344.99</u>

Total Period 2 Warrants: \$ 5,205,542.95

Period Ending October 3, 2008

Unrestricted General Fund 01	\$ 231,221.10
Restricted General Fund 12	69,271.01
Child Development Fund 33	290.00
Capital Outlay Projects Fund 41	565,184.54
General Obligation Bond Funds 43, 45	535,220.17
Stadium Operations Fund 58	1,060.57
Student Financial Aid Fund 74	158,433.59
Payroll Clearing Fund 76	<u>363,056.64</u>

Total Period 3 Warrants: \$ 1,923,737.62

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Period Ending October 10, 2008

Unrestricted General Fund 01	\$ 212,746.60
Restricted General Fund 12	205,514.92
Capital Outlay Projects Fund 41	455,805.83
General Obligation Bond Funds 43, 45, 46	586,720.98
Stadium Operations Fund 58	7,151.94
Contract/Community Education Fund 59	40.00
Self Insurance Fund 61	151.54
Student Financial Aid Fund 74	24.00
Payroll Clearing Fund 76	<u>8,771.37</u>

Total Period 4 Warrants: \$ 1,476,927.18

Period Ending October 17, 2008

Unrestricted General Fund 01	\$ 430,723.55
Restricted General Fund 12	93,896.33
Child Development Fund 33	927.94
Capital Outlay Projects Fund 41	3,787,892.61

General Obligation Bond Fund 45	198,121.37
Stadium Operations Fund 58	15,099.96
Contract/Community Education Fund 59	14,774.00
Self Insurance Fund 61	8,942.00
Payroll Clearing Fund 76	<u>71,041.76</u>

Total Period 5 Warrants: \$ 4,621,419.52

Commercial Warrants Total: \$ 14,557,886.45

Included in the total warrant expenditure of \$14,557,886.45 are the following payments greater than \$25,000, excluding employee benefits and utilities:

Unrestricted General Fund 01

1. \$ 550,586 to *ASB (Associated Student Body) Bank* for college service cards fees for Summer 2008 and Fall 2008.
2. \$ 134,544 to *Protected Insurance Program for Schools* for Workers' Compensation coverage for employees and volunteers from July 1, 2008 through June 30, 2009 (fifth installment).
3. \$ 123,944 to *City of Long Beach (Police Department)* billing adjustment for security services for October 2007 through April 2008.
4. \$ 86,966 to *LBCC Auxiliary, Inc.*, for reimbursement of the Fall 2008 EOPS advances.

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5. \$ 76,890 to *City of Long Beach Police/Fire Departments* for revenue sharing from Summer 2008 police and fire services training classes.
6. \$ 49,777 to *ASB (Associated Student Body) Bank* for reimbursement of EOPS book vouchers.
7. \$ 32,000 to *Postmaster* for advanced postage deposit for periodical mailing of Spring 2009 class schedules.
8. \$ 27,142 to *XPEDX* for Warehouse paper stock.

Restricted General Fund 12

1. \$ 89,641 to *Santa Clarita Community College District* for hosting a service center for the Small Business Development Center Network.
2. \$ 78,353 to *Student Insurance* for student insurance premium from August 1, 2008 through August 1, 2009.
3. \$ 52,685 to *Ventura County Community College District* for hosting a service center for the Small Business Development Center Network.

Capital Outlay Projects Fund 41

1. \$ 2,584,528 to *International City Escrow, Inc.*, to purchase real property adjacent to the Pacific Coast Campus.
2. \$ 1,683,537 to *Solpac Construction, Inc.*, for construction of the Learning Resource Centers at the Liberal Arts and Pacific Coast Campuses. (This is jointly funded with the General Obligation Bond Fund).
3. \$ 1,096,067 to *Solpac Construction, Inc.*, for construction of the Industrial Technology Complex Tech I at Pacific Coast Campus.
4. \$ 444,181 to *Hill Partnership, Inc.*, for professional services associated with the Multi Disciplinary Academic Building at Pacific Coast Campus.
5. \$ 187,060 to *First Regional Bank* for escrow retention for construction of the Liberal Arts Campus Learning Resource Center.
6. \$ 133,815 to *McMurray Stern, Inc.*, for library stacks at Pacific Coast Campus.
7. \$ 90,276 to *Rachlin Architects, Inc.*, for architectural fees associated with the Industrial Technology Center Phase I at Pacific Coast Campus.
8. \$ 15,686 to *Vance & Associates Roofing, Inc.*, for replacement of the roofs on Buildings B, C, and D on the Liberal Arts Campus. (This is jointly funded with the General Obligation Bond Fund).

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General Obligation Bond Funds 43/45/46

1. \$ 1,387,496 to *Siemens Building Technologies, Inc.*, for installation of central plants.
2. \$ 1,029,779 to *Taisei Construction Corp.*, for construction of the South Quad Complex Building at Liberal Arts Campus.
3. \$ 426,253 to *Cordoba Corporation* for bond project construction management.
4. \$ 249,507 to *Solpac Construction Inc.*, for construction of the Learning Resource Centers at the Liberal Arts and Pacific Coast Campuses. (This is jointly funded with the Capital Outlay Projects Fund).
5. \$ 172,000 to *Chicago Title Company* for escrow deposit to purchase real property adjacent to the Liberal Arts Campus.
6. \$ 115,943 to *Bear Data Systems* for new telephone system.
7. \$ 101,008 to *Martinez Architects, Inc.*, for architectural services for Building A at the Liberal Arts Campus.
8. \$ 100,406 to *NTD Architects* for architectural services for Building Z at the Liberal Arts Campus.
9. \$ 53,952 to *RMA Construction Services, Inc.*, for bond program technical support services.
10. \$ 52,000 to *Daktronics* for partial payment for the football scoreboard.
11. \$ 42,358 to *Guida Surveying, Inc.*, for professional services.
12. \$ 38,714 to *Segovia Construction, Inc.*, for renovation of Building R at the Liberal Arts Campus.
13. \$ 37,789 to *Chambers Group, Inc.*, for professional services.
14. \$ 36,784 to *Gonzalez/Goodale Architects* for professional services for July 2008.
15. \$ 32,538 to *TSG Enterprises, Inc.*, (The Solis Group) for consulting services for the Labor Compliance Program.
16. \$ 30,432 to *3M* for detection and voice alarm systems for the Learning Resource Center at the Pacific Coast Campus.
17. \$ 15,843 to *Vance & Associates Roofing, Inc.*, for replacement of the roofs on Buildings B, C, and D at the Liberal Arts Campus. (This is jointly funded with the Capital Outlay Projects Fund).

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Student Financial Aid Fund 74

1. \$ 158,400 to *Duane Lowe, Revolving Cash Fund Custodian (Director of Finance)* for the transfer of EOPS/CARE categorical funds from the Los Angeles County Office of Education (LACOE) to Farmers and Merchants Bank for disbursement through the direct deposit system.

Budget Increase/(Decrease)

Restricted General Fund 12

Instructional Block Grant \$ 269,249
TRIO Programs/Student Support Services - Upward Bound \$ 7,185

Contract/Community Education Fund 59

Southern California Regional Transit Training Consortium -
Digital Volt-Ohm Meter Training \$ 2,580

Student Financial Aid Fund 74

TRIO Programs/Student Support Services Growth - Upward Bound \$ 6,000

PURCHASING

Bid Award

C0926 – With American Machinery and Blade for the purchase of welding equipment (Shears) in an amount not to exceed \$94,043.26 including all applicable taxes and fees.

Use of Other Agencies Bid

GSA Contract GS-03F-0001P - Ratify – With *Spinitar* for the purchase and installation of audiovisual equipment and systems effective to extend the termination date from October 13, 2008 to December 15, 2008.

Purchase Order Approvals/Ratifications

Authorize the issuance of purchase orders for the period September 15, 2008 through October 17, 2008 in the amount of \$4,140,228.40 as listed:

Included in the total amount of purchase orders of \$4,140,228.40 are the following items greater than \$25,000:

Unrestricted General Fund 01

PO #61251 *Postmaster* \$ 32,000.00
Advance postage deposit for mailing Spring 2009
Schedule of classes

Restricted General Fund 12

PO #61305 *Adecco USA, Inc.* \$ 67,184.00
To provide temporary staff for project
assistance for the SBDC Lead Center

PO #61185 *Aramark Services* \$ 46,500.00
Meal vouchers for the C.A.R.E. Program

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PO #61208 *Adecco USA, Inc.* \$ 37,341.00
To provide temporary staff for project
assistance for the Economic Development Department

PO #61430 *Long Beach Unified School District* \$ 27,000.00
Travel expense reimbursement incurred by LBUSD staff
attending the National Career Pathways Network
Conference in Cincinnati, OH

Capital Outlay Projects Fund 41

PO #61282 *Spacesaver Corporation* \$ 768,009.80
Centilever shelving and installation for the Learning
Resource Center at the Liberal Arts Campus

General Obligation Bond Fund 45 – Series D

PO #61442 *Division of State Architect* \$ 184,528.90
DSA plan review fee for PCC MDAB
Project.

PO #61201 *Cirks Construction, Inc.* \$ 47,060.00
Replacement of evaporative condenser
unit in building G at the Liberal Arts Campus

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:

Bond Contract Awards

CN 22030.7 – Ratify – With *Petra Geotechnical, Inc.*, for environmental consulting services, for an amount not to exceed \$45,500, paid from General Obligation Bond Fund.

CN 22030.9 – With *Caldwell Architects*, for architectural services for the Demolition Projects at the Pacific Coast Campus for an amount not to exceed \$49,000 plus \$2,000 for reimbursable expenses, paid from General Obligation Bond Fund.

CN 22031.1 – With *Caldwell Architects*, for architectural services for the Demolition Projects at the Liberal Arts Campus for an amount not to exceed \$45,000 plus \$2,000 for reimbursable expenses, paid from General Obligation Bond Fund.

CN 22031.2 – With *P2S Engineering, Inc.*, to provide engineering services for the Infrastructure Loop Project at the Liberal Arts Campus effective November 12, 2008, through June 30, 2010, for a contract amount not to exceed \$402,000 plus reimbursable expenses paid from General Obligation Bond fund.

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CN 22031.3 – With *Steinberg Architects, Inc.*, for architectural services for the parking structure at the Liberal Arts Campus, for an amount not to exceed \$188,733 plus reimbursable expenses, paid from General Obligation Bond Fund.

CN 22031.4 – Ratify – With *A. J. Stevens Construction, Inc.*, for Staff Restroom Renovation Building P at the Liberal Arts Campus for a total contract amount not to exceed \$81,250, paid from General Obligation Bond Fund.

Bond Contract Amendments

CN 22008.7 – With *Signet Testing Labs*, Amendment #2, to change the termination date from June 30, 2008 to June 30, 2009 at no additional cost.

CN 22017.8 – With *P2S Engineering, Inc.*, Amendment #3, to change the termination date from June 30, 2008 to June 30, 2009.

CN 22025.6 – With *Mobile Modular Management Corporation*, to change the termination date from October 31, 2008 to January 31, 2009.

CN 22027.1 – With *Marlene Imirzian & Associates*, Amendment #2, to change the termination date from September 30, 2008 to October 31, 2008.

Contract Awards

CN 99654.7 – With *Onisko & Sholz, LLP*, effective November 17, 2008 through June 30, 2009 for a total amount not to exceed \$48,000, paid from Restricted General Fund.

Contract Amendments

CN 99631.6 – With *Oracle USA, Inc.*, Amendment #3, to provide additional license and support fees in the amount of \$26,413, for a total contract amount not to exceed \$838,686.49, paid from Unrestricted General Fund.

CN 99649.1 – With *Vivian Shimoyama dba Breakthru Unlimited*, Amendment #1, to increase the contract amount by \$60,000 for a total contract amount not to exceed \$185,000, paid from Restricted General Fund.

CN 99649.8 – With *Vicenti Lloyd & Stutzman, LLP*, Amendment #1, to increase the contract amount by \$1,200 for a total contract amount not to exceed \$361,280, paid from Unrestricted General Fund.

CN 99649.9 – Ratify – With *Paz Oliverez*, Amendment #2, to extend the termination date from September 30, 2008 to January 31, 2009, and increase the contract amount by \$15,000 for a total contract amount not to exceed \$40,000, paid from Restricted General Fund.

CN 99654.6 – Ratify – With *Student Voice, LLC*, Option Year 1, to extend the license agreement from September 30, 2008 to September 30, 2009 and increase the contract

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amount by \$18,700 for a total contract amount not to exceed \$37,800, paid from Restricted General Fund.

Change Order Ratifications

CN 22021.3 – With *Taisei Construction Corporation*, Change Order #23 for the new South Quad Complex project at the Liberal Arts Campus in the amount of \$88,073, for a total contract amount not to exceed \$39,510,082.18, paid from General Obligation Bond Fund. Total approved change orders represent 7.91%.

C22024.4 – With *Siemens Building Technologies, Inc.*, Change Orders #10, and #12, for the Central Plant at the Liberal Arts Campus, in the amounts of \$12,514 and \$71,773, respectively, for a total contract amount not to exceed \$17,855,208.24, paid from General Obligation Bond Fund.

CN 99641.9 – With *Solpac Construction, Inc., dba Soltek Pacific Construction Company, Inc.*, Change Orders #2-A, #9, #10, #11, and #12, for the New Learning Resource Center at the Pacific Coast Campus, in the amounts of \$84,608, \$83,624, \$90,840, \$64,435, and \$51,533, respectively, for a total contract amount not to exceed \$9,642,636.82, paid from General Obligation Bond Fund. Total approved change orders represent 6.18% of the contract amount.

CN 99642.8 – With *Solpac Construction, Inc., dba Soltek Pacific Construction Company, Inc.*, Change Orders #15, and #16, for the Learning Resource Center Building L Modernization Project at the Liberal Arts Campus, in the amounts of \$79,345, and \$86,000, respectively, for a total contract amount not to exceed \$14,774,568, paid from General Obligation Bond Fund. Total approved change orders represent 8.55% of the contract amount.

CN 99642.9 – With *Solpac Construction, Inc., dba Soltek Pacific Construction Company, Inc.*, Change Order #5, for the Industrial Technology Complex Replacement Project – Phase I at the Pacific Coast Campus in the amount of \$94,801 for a total contract amount not to exceed \$13,237,887, paid from Capital Outlay Projects Fund. Total approved change orders represent 2.58% of the contract amount.

Use of Other Agencies' Bids

Modular Building Bid Package – (Wilsona School District) with *Class Leasing, Inc.*, for the lease of modular buildings for various construction projects at the Liberal Arts and Pacific Coast Campuses effective September 21, 2008 through September 20, 2009.

Bid No. 14-05 – (Santa Ana Unified School District) with *Mobile Modular Management Corporation* for the rental, purchase, relocation, dismantle, and removal of DSA and DOH portables effective July 1, 2008 through June 30, 2009 and may be extended for one (1) additional year period.

GSA Contract # GS-28F0013R – With *Versa Products, Inc.*, for the purchase of worksurfaces, workstations, computer furniture and accessories effective until February 16, 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 C0994D Tech I Underground & Media Project (LAC).

Amendment to Board Action

CN 93136.3 – Amend the Board Action of October 7, 2008 with *Higher One, Inc.*, for Demand Deposit Accounts for distribution of financial aid effective July 11, 2007 through July 1, 2012.

CN 99652.9 – Amend the Board Action of June 24, 2008 with *Agiline, Inc.*, to revise the name of the consultant to *SIGMAnet, Inc., dba Agiline*.

Completion of Contract

CN 99653.3 – With *Levica Builders, Inc.*, for Building P Theater Room Renovation at the Liberal Arts Campus for a total fee of \$187,969. Project was completed on October 6, 2008.

Disposal of Surplus Property

Declare the 2000 Isuzu Rodeo VIN #4SDM58WXY4300052 as surplus and authorize the donation to Lakewood High School of Long Beach Unified School District in accordance with Education Code §81450.5. The property is not useable for school purposes.

Declare the following vehicles as surplus and authorize the sale or disposal. The property is not useable for school purposes.

1974 Chevrolet Step Van (C101A) LIC#E642718	VIN#CPY354U312567
1986 Chevrolet S10 (C108) LIC#E277841	VIN#CCD147Z149855
1977 Chevrolet PU (C122) LIC#E401328	VIN#1GCCS14R3G8136544

Rejection of Bids

Bid C0994B – Telecom Infrastructure to Building Z (LAC) at the Liberal Arts Campus, to reject all bids.

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.

BOARD RECESS

President Kellogg announced that we would take a recess at 5:12 p.m. for approximately five minutes.

RECONVENE THE MEETING OF BOARD OF TRUSTEES

President Kellogg called the meeting to order at 5:15 p.m.

HUMAN RESOURCES

Annual Report of the Personnel Commission

Julie Kossick, Director of Human Resources, called upon Jeannine McManigal-Ball, Chairperson of the Personnel Commission, to present the Personnel Commission Annual Report for 2007-2008. Ms. McManigal-Ball introduced the members of the Personnel Commission. In attendance was Dick Gaylord, the Board's appointee to the Personnel Commission, and Darwin Thorpe, Classified Employees' representative who was unable to attend. Ms. McManigal-Ball reported on recruitment, diversity, and retention data between 2006-2007 and 2007-2008.

Revised Salary Schedule – Classified Employees Exempt from the Merit System

It was moved by Member Bowen, seconded by Member Clark that the Board of Trustees approve the revised Exempt Salary Schedule with the addition of a new classification of College Student Peer Advisor.

The motion carried, all voting aye.

Ratification of District Amendment to Management Team Agreement

It was moved by Member Bowen, seconded by Member Clark that the Board of Trustees ratify the Agreement reached during fiscal year 2007-08 between the District and Management Team regarding pay and allowances.

The motion carried, all voting aye.

Receipt of LBCCE/AFT and District Initial Proposal

It was moved by Member Clark, seconded by Member Uranga, that the Board of Trustees receive the LBCCE/AFT and the District Initial Proposal for 2008-09. There were no public comments.

The motion carried, all voting aye.

Receipt of CCA-LBCC and District Initial Proposal

It was moved by Member Uranga, seconded by Member Otto that the Board of Trustees receive the CCA-LBCC and the District Initial Proposal for 2008-09. There were no public comments.

The motion carried, all voting aye.

ACADEMIC SENATE (Title 5, Section 53203)

Additions to General Education Plans

It was moved by Member Clark, seconded by Member Otto that the Board of Trustees approve the addition of the following courses to the Long Beach City College General Education Plans: MUSIC 32, History of Jazz for General Education Plan A in Arts and Humanities, for Plan B in Area C1, and for Plan C in Area 3A; and PGEOG 2, Weather and

Climate for General Education Plan A in Natural Sciences, for Plan B in Area B1, and for Plan C in Area 5A.

The motion carried, all voting aye.

SUPERINTENDENT-PRESIDENT

Academic Calendar – 2009-2010

It was moved by Member Bowen, seconded by Member Clark that the Board of Trustees approve the final 2009-2010 Academic Calendar.

The motion carried, all voting aye.

Academic Calendar – 2010-2011

The Board of Trustees received for first reading of the tentative 2010-2011 and directs staff to make it available in the Superintendent's Office for review by staff, students and the public.

Administrative Reorganization Phase II

Superintendent-President Oakley presented to the Board of Trustees Phase II of the proposed administrative reorganization of administrative resources. This proposal is in accordance with the Superintendent-President's 12-Month Agenda for the Advancement of Student Success and Community Development, Objective #1, Academic Excellence & Student Success. The Superintendent-President's office, in consultation with the President's Executive Committee, Academic Council, and the President's Leadership Council and in conjunction with the Board of Trustees, developed goals and objectives for furthering the college's mission. As part of the objective, President Oakley has been working with the college constituent groups to better align administrative resources with the Board's Goals and Educational Master Plan. President Oakley stated that his office has been working with the Academic Council since May 2008 to develop and implement a process to communicate the reorganization plan and receive input. Throughout the fall semester several open forums were held to receive input and answer questions. A presentation to the Academic Senate was also made and the Academic Council continued discussing and amending the plan throughout this process. Ann-Marie Gabel, Vice President, Administrative Services, reported on the varied costs and offsets of implementing the reorganization plan.

Superintendent-President's Report

Superintendent-President Oakley publicly thanked and acknowledged the members and participants of the Accreditation Self-Study process for making the visiting Accreditation team's work effective. In particular, he thanked Dr. Eva Bagg, Dr. Julian DelGaudio, Member Otto, Sigrid Sexton; the co-chairs of the Standards, Bill Brazda, Mike Tuitatsi, Chris Villa, Tony Du Bois, Paul Sevoi, Rose DelGaudio, and Lee Douglas; the Dialogue Group and Themes Group; all committee supports, Leslie McKercher and Maria Narvaez; and all other participants that made the process a success. President Oakley provided the Board of Trustees with a list of all who contributed to the Accreditation Self-Study process. President Kellogg recognized the arduous tasks involved with the accreditation process. He

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thanked the participants for their hard work and commitment, and commended them for doing an excellent job.

President Oakley congratulated Student Trustee Brown for being elected Homecoming Queen.

President Oakley recognized English Professor Frank Gaspar for receiving the esteemed Literature Leadership Award from the Portuguese American Leadership Council on November 1, 2008.

President Oakley announced that the Long Beach Art Gallery is holding an exhibit entitled Portrayal Betrayal and will be held November 18, 2008 through December 18, 2008.

ACADEMIC AFFAIRS

Revisions to Administrative Regulations on Change of Grades (No. 4003)

Don Berz, Executive Vice President, Academic Affairs, reported that the procedural revision to AR 4003 provides a clear and identifiable link between the investigatory process, as it relates to complaints of unlawful discrimination, and the grade review process. In October, the Grade Review Committee received training on how to better identify possible allegations of unlawful discrimination and then what process to follow should such an allegation be made.

STUDENT SUPPORT SERVICES

EOP&S Summer Bridge Program

Dr. Chris Villa, Vice President, Student Support Services, introduced Dr. Saadia Porche, Director, EOPS/CARE. Dr. Porche introduced Erica Gutierrez, EOPS Program Specialist, who was instrumental in helping implement the program. Ms. Porche gave a PowerPoint presentation about the EOPS Summer Bridge Program, a six-week program that brought together 23 incoming EOPS students to Long Beach City College. These students participated in field trips and social activities designed to help them become engaged in the social and academic life of the college. Plans are to make EOPS Summer Bridge a permanent part of the EOPS/CARE program at LBCC.

ADMINISTRATIVE SERVICES

2008-2009 First Quarter Budget Performance Report

Ann-Marie Gabel, Vice President, Administrative Services, presented a report on the status of the budget and the financial activity occurring during the first quarter of the 2008-2009 fiscal year.

2008-2009 CCFS-311Q First Quarterly Financial Status Report

It was moved by Member Uranga, seconded by Member Clark that the Board approve the 2008-2009 First Quarterly Financial Status Report for the Long Beach Community College District, and authorize transmittal of the report to the California Community Colleges Chancellor's Office.

The motion carried, all voting aye.

Adopt Negative Declaration

It was moved by Member Clark, seconded by Member Otto that the Board of Trustees adopt a Negative Declaration for the acquisition of 4900 and 4910 E. Conant Street, Long Beach, CA.

The motion carried, all voting aye.

Resolution, 457(b) Deferred Compensation and 403(b) Tax Sheltered Annuity Plans – Change of Trustee/Custodian

It was moved by Member Uranga, seconded by Member Clark that the Board of Trustees approve Resolution No. 111108A to appoint and authorize Benefit Trust Company as the Trustee of the District's 457(b) Deferred Compensation Plan and Custodian of the District's 403(b) Tax Sheltered Annuity Plan.

The motion carried, all voting aye.

Resolution, Authorizing Utilization of Design-Build Process

It was moved by Member Clark, seconded by Member Otto that the Board of Trustees adopt Resolution 111108B authorizing the District to utilize the Design-Build Process for the parking structure project at the Liberal Arts Campus.

The motion carried, all voting aye.

PACIFIC COAST CAMPUS

Dr. Byron Breland, Associate Vice President, provided an update on the Pacific Coast Campus. Dr. Breland reported that as part of the renovation plans new furniture was delivered to the PCC information area. The information area will provide a higher quality of directional support to students and the community visiting the campus.

Dr. Breland thanked the Student Life Government and the staff of Cultural Affairs for opening the doors one week prior to Halloween and showcasing the campus to 200-300 children from local community after school programs where the campus entertained the children with a haunted house.

Dr. Breland thanked the staff and students for putting on a quality production half-time show at the Homecoming event and congratulated Student Trustee Brown for being selected as Homecoming Queen.

ECONOMIC AND RESOURCE DEVELOPMENT

No Items, No Report

ACADEMIC SENATE

Sigrid Sexton, Academic Senate President, reported that the Academic Senate for California Community Colleges session was held the previous weekend. Ms. Sexton gave a brief summary and stated that 32 resolutions were passed, six of the 32 pertained to issues involving accreditation. She reported that Dr. Morse, appointed to the ASCC resolution committee, authored one of the resolutions that included a statement voicing the Academic

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Senate's opposition to the use of student learning and outcomes in faculty evaluations. The resolution passed unanimously. Dr. Morse authored a second resolution which encouraged the participation of non-faculty guests at the State Plenary sessions. The resolution was inspired in part by Member Otto's attendance at the session on November 6, 2008. Ms. Sexton thanked President Oakley and the Board of Trustees for providing the support that allows faculty to attend state-wide events. President Kellogg commended Member Otto for going beyond the call of duty as a Member of the Board of Trustees and getting involved in the wider aspects of the District.

TRUSTEES COMMUNICATIONS

Member Uranga congratulated the new administrators that were elected to their post as a result of the November 4, 2008 election. He extended his best wishes to those members of the Board of Trustees throughout the state that will be leaving their post. In particular, he acknowledged Trustee Armando Ruiz, Coast Community College, for his 24 years of service as Trustee and wished him well. Member Uranga welcomed the newly elected Board Members throughout the state and looks forward to working with them.

Member Otto reported that he recently attended the State Academic Senate Conference and really enjoyed the presentation on the senate process that has evolved over the past 40 plus years. Trustee Otto said he gained a better understanding and appreciation of the work the faculty undertakes through this process and has gained a heightened understanding of Academic Senate matters.

NEW BUSINESS

There was no new business.

FUTURE REPORTS

Future Reports or Discussion Items Requested by Board Members:

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.

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.

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ADJOURNMENT

President Kellogg adjourned the meeting at 6:50 p.m. The next regular meeting of the Board of Trustees will be held on December 9, 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 I, Liberal Arts Campus.

Assistant Secretary