

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

**Minutes of Meeting of  
September 23, 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 September 23, 2008.

**CALL TO ORDER**

The meeting was called to order at 4:05 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 5:00 p.m., in the Board Room, Building I, Liberal Arts Campus. President Kellogg reported that, in closed session, no action was taken.

**PLEDGE OF ALLEGIANCE**

Student Trustee Brown 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 announced the appointment of Dr. Byron Cliff Breland as the Associate Vice President of the Pacific Coast Campus.

President Oakley then called upon John Downey, Faculty Professional Development Coordinator, who introduced Fred Beebe and Teresa Gaudiot, Co-Chairs, Faculty Mentoring Program. Mr. Beebe explained the mentoring program. The new faculty members were introduced and took photographs with the Board members.

**ADJOURN TO RECEPTION FOR NEW FACULTY**

President Kellogg welcomed the new faculty and announced that we would adjourn to a reception outside.

**RECONVENE OPEN SESSION**

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President Kellogg reconvened the meeting at 5:34 p.m.

**APPROVAL OF MINUTES**

It was moved by Member Uranga, seconded by Member Otto, that the minutes of the meeting of September 9, 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**

**2008-2009 Proposed Budget for the Long Beach Community College District – Public Hearing**

A Public Hearing was held on the 2008-2009 proposed Budget for the Long Beach Community College District. President Kellogg declared the public hearing open and called for comments. Hearing no response, President Kellogg declared the public hearing closed.

**Announcement of Board Appointment to Personnel Commission**

The Board of Trustees announced its intention to reappoint Richard Gaylord to the Personnel Commission for a three-year term commencing December 1, 2008, and ending at noon on December 1, 2011.

**Committee Reports**

There were no committee reports.

**STUDENT TRUSTEE**

Student Trustee Brown reported that the Associated Student Body (ASB) Leadership Retreat that was recently held was a success. ASB members will be attending the upcoming Hall of Fame event. Homecoming is scheduled for November 1, 2008, and plans are in the works. A Homecoming theme has been chosen. Latanya Neal's, ASB President, entry won for best logo representing the Homecoming. Ms. Brown congratulated Dr. Breland on his appointment of Associate Vice President of the Pacific Coast Campus.

**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 Administrative Appointment	1
Hourly Instructor – Fall	15
Hourly Counselor – Fall	13
Hourly Librarian – Fall	1

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Hourly Instructional Specialist – Fall	12
Stipends	2

IN-SERVICE CHANGES

Change of Assignment – Reduced Workload	1
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**HUMAN RESOURCES (Classified)**

Approve/ratify the following actions:

APPOINTMENTS

Probationary	5
Administrative Transfer	3
Provisional	1
Temporary	23
Exempt from the Merit System	196

IN-SERVICE CHANGES

Changes and Modifications	2
Mileage	1

SEPARATION FROM THE DISTRICT

Release from Probation	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. 4491 for the period of August 18, 2008 through August 29, 2008 in the amount of \$5,723,410.28 as listed:

Register No. 4491	Warrant Nos. 80000 – 80103	\$ 5,723,410.28
Issue Date 08/29/08		
	Total Salary Warrants Issued:	\$ <u>5,723,410.28</u>

**Commercial Warrants**

Ratify issuance of commercial warrants for the period of August 18, 2008 through August 29, 2008 in the amount of \$3,097,694.23 as listed:

Period Ending August 22, 2008	
Unrestricted General Fund 01	\$ 487,604.59
Restricted General Fund 12	50,066.71
Capital Outlay Projects Fund 41	33,507.83
General Obligation Bond Funds 43, 45	1,864,014.31

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Stadium Operations Fund 58	438.06
Contract/Community Education Fund 59	1,110.00
Student Financial Aid Fund 74	<u>239.50</u>

Total Period 1 Warrants: \$ 2,436,981.00

Period Ending August 29, 2008	
Unrestricted General Fund 01	\$ 168,392.35
Restricted General Fund 12	56,602.23
Capital Outlay Projects Fund 41	176,374.96
General Obligation Bond Fund 45	257,579.98
Stadium Operations Fund 58	1,406.69
Contract/Community Education Fund 59	143.52
Student Financial Aid Fund 74	<u>213.50</u>

Total Period 2 Warrants: \$ 660,713.23

Commercial Warrants Total: \$ 3,097,694.23

Included in the total warrant expenditure of \$3,097,694.23 are the following payments greater than \$25,000, excluding employee benefits and utilities:

**Unrestricted General Fund 01**

1. \$ 269,088 to Protected Insurance Program for Schools for Workers' Compensation claims from July 1, 2008 through June 30, 2009 (third installment).
2. \$ 52,540 to Sierra School Equipment for office furniture for the Financial Aid and Veterans Affairs offices at the Pacific Coast Campus.
3. \$ 50,000 to United States Postal Services for postage.

**Capital Outlay Projects Fund 41**

1. \$ 175,415 to Dell Marketing L.P. for computer equipment for the Learning Resource Center at the Pacific Coast Campus.
2. \$ 18,450 to Vance & Associates Roofing, Inc., for roof replacement on Buildings B, C, and D at the Liberal Arts Campus. (This is jointly funded with the General Obligation Bond Fund).

**General Obligation Bond Funds 43/45**

1. \$ 1,190,750 to *Taisei Construction Corp.*, for construction of the South Quad Complex Building.
2. \$ 476,692 to *Siemens Building Technologies, Inc.*, for construction of the Central Plants at the Liberal Arts and Pacific Coast Campuses.
3. \$ 151,497 to *Martinez Architects, Inc.*, for consultant services.

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4. \$ 37,119 to *2H Construction, Inc.*, for construction of the Infrastructure Building R Boiler Plant Pipe Connection on the Liberal Arts Campus.
5. \$ 18,450 to *Vance & Associates Roofing, Inc.*, for roof replacement on Buildings B, C, and D at the Liberal Arts Campus. (This is jointly funded with the Capital Outlay Projects Fund).

**PURCHASING**

**Purchase Order Approvals/Ratifications**

Authorize the issuance of purchase orders for the period August 18, 2008 through August 29, 2008 in the amount of \$278,176.22 as listed:

Background: PO #60983 – PO #61082	\$ 278,176.22
Total Amount	<u>\$ 278,176.22</u>

Included in the total amount of purchase orders of \$278,176.22 is the following item greater than \$25,000:

**General Obligation Bond - Fund 45**

PO #61037 <i>Snap-On Industrial</i>	\$ 28,332.58
Machinery tools equipment for New Technology Phase 2, Building J – Pacific Coast Campus	

**ACADEMIC AFFAIRS, STUDENT SUPPORT AND ADMINISTRATIVE SERVICES**

Approve the following actions:

**Grant/Revenue Agreements**

CN 93140.4 – Amend – With the *Chancellor's Office, California Community Colleges*, to provide additional funding under the Governor's Career Technical Education Initiative (RFA #07-0170) to increase the grant amount by \$19,700 for a total amount of \$369,700.

Background – This grant provides funding for the District, City of Long Beach and Long Beach Unified School District to collaborate in providing educational pathways for construction-related areas.

CN 93141.2 – Ratify – With *Santa Monica Community College District (SMCCD)* effective August 1, 2008 through January 31, 2010. Amount of funding is \$100,000.

Background – The District will provide education and ancillary services for the targeted programs of the SMCCD Workforce & Economic Development Department, including development of middle school career awareness marketing materials, and assistance in conducting parent information-exchange workshops directed toward frontline education counselors and career advisors. The workshops will be geared toward careers within the green/clean technology, advanced transportation, information technology, animation/multi-media, new energy/environmental technology and allied health industries.

CN 93141.3 – Ratify – With the Foundation for California Community Colleges to provide funding for Youth Empowerment Strategies for Success (Project YESS) Program effective July 1, 2008 through June 30, 2009. Amount of funding is \$166,998.

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Background – Project YESS provides funding for five modules and the District is reimbursed for successful completion of each module.

CN 93141.4 – With the Chancellor’s Office, California Community Colleges, to provide assistance in collecting delinquent student debts through the Chancellor’s Office Tax Offset Program (COTOP) effective October 1, 2008 through December 31, 2009 for a fee of 25% of the total amount collected.

Background – The program allows the District to collect on delinquent student loans and other student debts through the State Franchise Tax Board, Income Tax Offset Program which is coordinated through the Chancellor’s Office.

CN 93141.6 – Ratify – With Los Angeles Universal Preschool to provide funding under the Los Angeles County Children and Families First Proposition Commission for the Recruit, Inspire, Support and Educate program (Project RISE) effective July 1, 2008 through June 30, 2009. Amount of funding is \$216,785, with a District match of \$77,000.

Background – The District will collaborate with Long Beach Unified School District and CSU Dominguez Hills in Project RISE. The goals include an increase in the number of students pursuing careers in Early Childhood Education (ECE), decrease the attrition rate among child development students, increase the grade performance of child development students and increase the degree and certificate completion rates of ECE students.

**Bond Contract Awards**

CN 22030.3 – With Hill Partnership, Inc., for architectural services for the Renovation of Building CC at the Pacific Coast Campus, for an amount not to exceed \$337,600, paid from General Obligation Bond Fund.

Background – Architect to provide programming, architectural and engineering design and construction administration services. Architect was selected in response to RFQ 05-001.

CN 22030.5 – With America West Landscape, Inc., for LAC Central Plant Landscape & Irrigation project for a total contract amount not to exceed \$74,054.77, paid from General Obligation Bond Fund.

Background – Bid C0994A for the LAC Central Plant Landscape & Irrigation project was opened on September 4, 2008 with three (3) bids received. Authorization was given to the Vice President, Administrative Services, to approve the selection of the responsible and responsive contractor at the August 26, 2008 meeting.

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**Bond Contract Amendments**

CN 22009.5 – With *Ninyo & Moore Geotechnical Consultants*, Amendment #2, to change the termination date from June 30, 2008 to June 30, 2009 at no additional cost.

Background – Consultant provides geotechnical testing for construction projects at the Liberal Arts and Pacific Coast Campuses.

CN 22017.7 – With *P2S Engineering, Inc.*, Amendment #3, to change the termination date from September 30, 2008 to June 30, 2009.

Background – Consultant provides electrical engineering services for the Lighting and Power Upgrade for the Large & Small Gymnasium Buildings at the Liberal Arts Campus.

CN 22019.1 – With *Martinez Architects, Inc.*, Amendment #2, to increase the contract by \$257,886 for additional services for a total contract amount not to exceed \$1,401,096, paid from General Obligation Bond Fund.

Background – Consultant provides architectural services for Building A – Student Services Retrofit Project at the Liberal Arts Campus. The additional services are for a 5,000 square foot addition to the building.

**Contract Awards**

CN 99654.4 – With AEPC Group, LLC, effective September 24, 2008 through June 30, 2009, for a total contract amount not to exceed \$28,155, paid from Restricted General Fund.

Background – Consultant to provide engineering consulting services for Veterans Stadium Parking Lot Upgrade. Consultant was selected through RFQ 07-004.

**Contract Amendments**

CN 93106.3 – With *City of Long Beach*, Amendment #1, to extend termination date from July 31, 2008 to November 1, 2008 and increase contract by an estimated amount of \$645,500, paid from the Unrestricted General Fund.

Background – The City of Long Beach provides safety and security services for the District and its various off-site facilities. This extension allows the District and City of Long Beach to complete negotiations on a new agreement.

CN 99636.3 – With *RDS Architects*, Amendment #4, to increase the contract by \$1,556 for at total contract amount not to exceed \$47,556 to be paid with Scheduled Maintenance and General Obligation Bond Funds.

Background – Consultant provides architectural services for the Building B, C, and D Roofing Project at the Liberal Arts Campus.

CN 99647.5 – With *Santa Clarita Community College District*, Amendment #2, to increase the contract amount by \$30,000 for a total contract amount not to exceed \$330,000, paid from Restricted General Fund.

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Background – Sub-recipient hosts a Small Business Development Center and is required to match the funds.

CN 99648.6 – With *Moss-Adams, LLP*, Amendment #2, to increase the contract amount by \$5,000 for a total contract amount not to exceed \$110,000, paid from Restricted General Fund.

Background – Consultant performs auditing services for the Lead and SBDC sub-recipient centers. The additional services are for development of specific action plans for service center audit exceptions.

**Change Order Ratifications**

CN 22021.3 – With *Taisei Construction Corporation*, Change Order #22 for the new South Quad Complex project at the Liberal Arts Campus in the amount of \$66,913.62, for a total contract amount not to exceed \$39,422,009.18, paid from General Obligation Bond Fund. Total approved change orders represent 7.67%.

Background – Change Order #22 is for additional lights and switches, installing PVC conduits, and stair connections.

CN 99642.9 – With *Solpac Construction, Inc., dba Soltek Pacific Construction Company, Inc.*, Change Order #4 for the Industrial Technology Complex Replacement Project - Phase I at the Pacific Coast Campus, in the amount of \$47,575 for a total contract amount not to exceed \$13,143,086, paid from Capital Outlay Projects Fund. Total approved change orders represent 1.84% of the contract amount.

Background – Change Order #4 is for installing waterproofing at HVAC trenches and trench plates over sewer line, relocating compressed air lines, revising shop drawings, and additional reinforcement per DSA requirements.

**Use of Other Agencies' Bids**

County of Fairfax, Virginia Contract #RQ07-878957-20E with *Spacesaver Corporation* as a vendor/partner to Kreuger International, Inc., Spacesaver Corporation is assigned contract number RQ08-053426-20A, effective January 7, 2007 through December 31, 2008.

Background – Spacesaver is authorized to issue quotes, receive purchase orders, process, deliver and provide customer support in accordance with the discounts, terms and conditions established with Kreuger International, Inc., for the purchase of systems furniture, freestanding furniture, seating, filing equipment and related products and services with a discount range of 47%-55%.

**Completion of Contract**

CN 22026.7 – With *Vance and Associates*, for Roof Replacement Buildings B, C, & D at the Liberal Arts Campus for a total fee of \$316,857. Project was completed on August 15, 2008.

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



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The motion carried, all voting aye.

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

No Items, No Report

**SUPERINTENDENT-PRESIDENT**

President Oakley announced that there will not be a cable broadcast of this meeting on September 24, 2008, because of construction taking place in the broadcasting station. The meeting will broadcast on Friday, September 26, 2008, and Sunday, September 28, 2008, only.

President Oakley announced that the State Governor signed the State budget today, 90 days after the deadline. He stated that most likely the District will be in the same budgetary position next year because much of the structural problems with the State budget were not addressed. There is concern that the problems that we face in the budget will manifest themselves again next year. Thus, the entire leadership of the college needs to work toward providing the best fiscal stability for the District to weather the on-going storm that we see in the financial market and the State's economic woes. He is confident that the District's leadership has the wherewithal to steer the District through these economic times. The Administration's intent is to assure that there is as little impact to the students and employees as possible throughout the entire next few years. He stated that he hopes the District will return to increased revenues in the not too distant future.

President Oakley reported that the Student Success Plan is being implemented and he reports good results. The faculty leadership continues its work on finalizing the compressed calendar and will submit it to the Board for approval in the near future.

**ACADEMIC AFFAIRS**

**Update on College Planning Committee**

Donald Berz, Executive Vice President of Academic Affairs, introduced Senate President, Sigrid Sexton and Associate Dean, Dr. Eva Bagg, members of the Steering Committee of the College Planning Committee, who provided a presentation and update on the College Planning Committee's work on developing a streamlined decision-making and governance structure.

The Board was pleased with the progress the Planning Committee has made with the planning process, and its continued work on attaining the communication goals. The Board looks forward to future follow up reports on the development of the Planning Committee's goals.

**STUDENT SUPPORT SERVICES**

No Items, No Report

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**ADMINISTRATIVE SERVICES**

**Resolution, Liability and Workers' Compensation Coverage**

It was moved by Member Clark seconded by Member Bowen that the Board approve Resolution No. 092308A providing for liability and workers' compensation coverage for Long Beach Community College District volunteers during the period July 1, 2008 through June 30, 2009.

The motion carried, all voting aye.

**Resolution, Approval of Purchase Agreement for Conant Street Properties**

It was moved by Member Uranga seconded by Member Clark that the Board of Trustees approve Resolution No. 092308B for the purchase agreement for property at 4900 & 4910 E. Conant Street in Long Beach, California, for the purchase price of \$11,500,000 plus all applicable fees and charges required for closing. Closing of escrow is contingent on terms of the purchase agreement.

The motion carried, all voting aye.

**2008-2009 Adopted Budget**

Ann-Marie Gabel, Vice President, Administrative Services, gave a PowerPoint presentation on the budget for 2008-2009.

It was moved by Member Clark seconded by Member Uranga that the Board of Trustees conduct a public hearing and approve the Adopted Budget for 2008-2009.

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 on the work that has been made on the 16-week calendar. Two of three components of the 16-week calendar will be endorsed by the Senate at its next meeting. Ms. Sexton will provide the Board with a copy of the Senate President's Mission and Agenda supporting the Board Goals and the Superintendent-President's 12-Month Agenda.

**TRUSTEES COMMUNICATIONS**

Member Otto announced that his step-father, Chief Justice Harmon G. Scoville, a presiding judge of Santa Ana, passed away September 19, 2008. He served as Presiding Judge of the Orange County Superior Court and served as a Judge for over 23 years. Member Otto requested the meeting adjourn in Chief Justice Scoville's honor. President Kellogg granted Member Otto's request.

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**NEW BUSINESS**

There was no new business.

**FUTURE REPORTS**

- **October 7, 2008**  
Title V – HSI Update
  
- **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.

**ADJOURNMENT**

President Kellogg adjourned the meeting at 7:04 p.m. The next regular meeting of the Board of Trustees will be held on October 7, 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