

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

**Minutes of Meeting of
May 25, 2010**

The meeting of the Board of Trustees of the Long Beach Community College District, County of Los Angeles, California, was held in Building T, Liberal Arts Campus, 4901 E. Carson Street, Long Beach, on May 25, 2010.

CALL TO ORDER

The meeting was called to order at 3:40 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 5:10 p.m., in the Board Room, Building T, Room 1100, Liberal Arts Campus. President Clark reported that, in closed session, no action was taken.

PLEDGE OF ALLEGIANCE

Mark Bowen led the Pledge of Allegiance.

ROLL CALL

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

WELCOME AND INTRODUCTIONS

President Clark welcomed everyone to the meeting. Superintendent-President Oakley welcomed Pat McKean and several journalism students who recently won several awards at the annual state convention for Journalism Association of Community Colleges (JACC) in early April, and more awards at the California Community College Media Association. President Oakley also thanked Mr. McKean for his work with our school newspaper, the Viking.

President Oakley announced two faculty members who are retiring from the District – Craig Hendricks and Larry White. Mr. Oakley presented a certificate to them and thanked them for their many years of service.

APPROVAL OF MINUTES

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It was moved by Member Uranga, seconded by Member Clark, that the minutes of the meeting of May 11, 2010, be approved as distributed, with inserting Member Clark's name in the motion on page 3, Representative to the Los Angeles County Committee on School District Organization.

The motion carried, all voting aye.

ORDERING OF THE AGENDA

President Clark announced that item 11.1 2010 Phi Theta Kappa All California Academic Team Award Recipients be moved to immediately after item 1.2. Committee Reports.

REPORT OF BOARD OF TRUSTEES

Resolution, Student Trustee – 2009-2010

It was moved by Member Bowen, seconded by Member Otto that the Board of Trustees adopt Resolution of Commendation No. 052510A for Kellee Green, for her service as the student member of the Board of Trustees, Long Beach Community College District, during the 2009-2010 academic year.

The motion carried, all voting aye.

President Clark thanked Ms. Green for her service and presented her with the resolution and some flowers.

Committee Reports

There were no committee reports.

STUDENT SUPPORT SERVICES

2010 Phi Theta Kappa All California Academic Team Award Recipients

Dr. Don Low, Interim Vice President of Student Support Services, presented the Long Beach City College student recipients of the 2010 Phi Theta Kappa All California Academic Team Award Recipients. Francisco Hernandez and Ricky Kelly were present. Meredyth Warren and David Barrera were absent.

STUDENT TRUSTEE

Student Trustee Green thanked the Board and staff for the opportunity to serve for the past year and how much she appreciates their guidance, as she feels that through this experience she has grown a lot.

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.

Alta Costa, AFT and classified employees, Michael Birong, Jacquie Wilvers and student, Christian Caldera, faculty member Velvet Pearson, addressed the Board regarding item 5.4 Reduction of Classified Services.

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DeWayne Sheaffer, CCA, addressed the Board regarding negotiation items; and Elizabeth Arreaga, CHI, addressed the Board regarding part time faculty issues.

The following items were part of the Consent Agenda

HUMAN RESOURCES (Academic)

Approve/ratify the following actions:

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

APPOINTMENTS

Hourly Instructor – Summer	10
Hourly Reader – Summer	2
Hourly Instructional Specialist – Summer	5
Hourly Librarian – Summer	4
Stipend	1

IN-SERVICE CHANGES

Department Head Election	2
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SEPARATION FROM THE DISTRICT

Retirement	1
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HUMAN RESOURCES (Classified)

Approve/ratify the following actions:

APPOINTMENTS

Probationary	1
Temporary	3
Exempt from the Merit System	24

INSERVICE CHANGES

Leave Without Pay	1
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SEPARATION FROM THE DISTRICT

Release from Probation	1
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FISCAL SERVICES

Approve the following actions:

FINANCE

Budget Transfers

Budget Transfer numbers 133652, 133653 and 133695 for the Unrestricted General Fund 01 in the amount of \$6,573 as listed:

From: Classified Salaries	\$	211
Employee Benefits		25

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	Supplies	967	
	Services and Operating Expenses	<u>5,370</u>	\$ <u>6,573</u>
To:	Academic Salaries	\$ 357	
	Classified Salaries	500	
	Employee Benefits	110	
	Supplies	5,386	
	Equipment	<u>220</u>	\$ <u>6,573</u>

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

Budget Transfer numbers 133533, 133619, 133647 and 133710 for the Restricted General Fund 12 in the amount of \$66,927 as listed:

From:	Academic Salaries	\$ 417	
	Classified Salaries	10,666	
	Employee Benefits	1,900	
	Supplies	4,362	
	Services and Operating Expenses	47,071	
	Equipment	<u>2,511</u>	\$ <u>66,927</u>
To:	Classified Salaries	\$ 19,563	
	Employee Benefits	8,021	
	Supplies	4,959	
	Services and Operating Expenses	12,165	
	Equipment	21,637	
	Student Payments	<u>582</u>	\$ <u>66,927</u>

Included in the budget transfers of \$66,927 for the Restricted General Fund 12 are the following transfers greater than \$25,000:

<u>AT</u>	<u>From:</u>	<u>Amount</u>
133619	514000-12-684700-8650 Professional Services	\$ 27,584
	<u>To:</u>	
	211000-12-684700-8650 Classified Manager/Supervisor	\$ 19,563
	395000-12-684700-8650 Employee Benefits Non-Instructional	8,021

To cover salary for Operations Manager position going into recruitment.

Budget Transfer number 133555 for the Capital Outlay Project Fund 41 in the amount of \$26,867 as listed:

From:	Services and Operating Expenses	\$ <u>26,867</u>
To:	Construction and Additions	\$ <u>26,867</u>

Included in the budget transfers of \$26,867 for the Capital Outlay Project Fund 41 are the

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following transfers greater than \$25,000:

<u>AT</u>	<u>From:</u>	<u>Amount</u>
133555	568000-41-710100-0550 Maintenance – Block Grant	\$ 26,867
	<u>To:</u>	
	621000-41-710100-0550 Building Improvement – Block Grant	\$ 26,867

To cover expenses transferred from Bond to the Block Grant for the Liberal Arts Campus Building R pool heater.

Budget Transfer number 133696 for the General Obligation Bond Fund 46 in the amount of \$631,041 as listed:

From: Equipment	\$ 83,041	
Reserves	<u>548,000</u>	\$ <u>631,041</u>
To: Services and Operating Expenses	\$ 150,874	
Construction and Additions	<u>480,167</u>	\$ <u>631,041</u>

Included in the budget transfers of \$631,041 for the General Obligation Bond Fund 46 are the following transfers greater than \$25,000:

<u>AT</u>	<u>From:</u>	<u>Amount</u>
133696	647000-46-710400-5716 Non-Instructional Equipment>\$5000	\$ 83,041
	<u>To:</u>	
	544000-46-710400-5738 Other Insurance	\$ 83,041

To cover expenses for the Owner Controlled Insurance Program.

<u>AT</u>	<u>From:</u>	<u>Amount</u>
133696	790100-46-710400-5716 Reserves	\$ 325,000
	<u>To:</u>	
	514000-46-710600-5323 Professional Services	\$ 37,833
	612000-46-710600-5323 Site Improvements	153,918
	621000-46-710600-5323 Construction and Additions	25,712
	622000-46-710600-5323 Architect Fees	51,537
	624000-46-710600-5323 Inspection Fees	56,000

To cover additional construction costs to the Pacific Coast Campus Industrial Technology Complex (Tech 1).

<u>AT</u>	<u>From:</u>	<u>Amount</u>
133696	790100-46-710400-5701 Reserves	\$ 150,000
	<u>To:</u>	
	568000-46-710400-5701 Maintenance	\$ 30,000
	621000-46-710400-5701 Construction and Additions	100,000
	625000-46-710400-5701 Building Fixtures	20,000

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To cover expenses for Campus Improvement Activities.

<u>AT</u>	<u>From:</u>	<u>Amount</u>
133696	790100-46-710400-5722 Reserves	\$ 46,000
	790100-46-710400-5724 Reserves	27,000
	<u>To:</u>	
	625000-46-710400-5722 Building Fixtures	\$ 46,000
	625000-46-710400-5724 Building Fixtures	27,000

To cover expenses for carpeting at the Liberal Arts Campus for Building E and the Child Development Center.

Budget Transfer numbers 133621 and 133714 for the Contract/Community Education Fund 59 in the amount of \$580 as listed:

From: Services and Operating Expenses	\$ <u>580</u>
To: Supplies	\$ <u>580</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. 4609 for the period of April 19, 2010 through April 30, 2010 in the amount of \$1,025,032.81, as listed:

Register No. 4609	Warrant Nos. 94828 - 94914	\$ 1,025,032.81
Issue Date 04/30/10		
	Total Salary Warrants Issued:	\$ <u>1,025,032.81</u>

Commercial Warrants

Ratify issuance of commercial warrants listed for the period of April 19, 2010 through April 30, 2010 in the amount of \$2,943,105.72:

Unrestricted General Fund 01	\$ 1,551,586.90
Restricted General Fund 12	383,372.50
Child and Adult Development Fund 33	140,678.97
General Obligation Bond Funds 43, 45, 46	501,390.84
Veterans' Stadium Operations Fund 58	6,323.46
Community/Contract Education Fund 59	58,508.00
Self Insurance Fund 61	15,270.49
Student Financial Aid Fund 74	14.00
Payroll Clearing Fund 76	<u>285,960.56</u>

Commercial Total Warrants: \$ 2,943,105.72

Included in the total warrant expenditure of \$2,943,105.72 are the following payments greater than \$25,000, excluding employee benefits and utilities:

Unrestricted General Fund 01

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1. \$ 27,934 to *Xpedx* for Warehouse paper stock.

Restricted General Fund 12

1. \$ 114,738 to *Santa Monica Community College District* for hosting a service center for the Small Business Development Center Network.

Child and Adult Development Fund 33

1. \$ 132,038 to *California Department of Education* for reimbursement of Child Development apportionment overpayment in Fiscal Year 2008-09.

General Obligation Bond Fund 46

1. \$ 133,038 to *Cavecche Engineering & Construction, Co., Inc.* for the Liberal Arts Campus Infrastructure North Loop project.
2. \$ 123,651 to *McCarthy Building Companies, Inc.* for design-work for the Liberal Arts Campus Parking Structure.

Community/Contract Education Fund 59

1. \$ 55,680 to *Boston Reed College* for the Pharmacy Technician Program offered through Boston Reed College.

Budget Increase (Decrease)

Restricted General Fund 12

2009-2010 Budget Revisions:

Workforce Investment Act Allied Health Program	\$	68,444
Growth and Opportunities Project Program	\$	(8,223)

Child and Adult Development Fund 33

2009-2010 Budget Revisions:

Child Development Program	\$	1,413
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ACADEMIC AFFAIRS, STUDENT SUPPORT AND ADMINISTRATIVE SERVICES

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

Grant/Revenue Agreements

CN 93140.3 – Ratify – With the *Board of Governors, California Community Colleges, Chancellor's Office* Amendment #1, to extend the funding period through March 30, 2010, with no additional funding.

CN 93149.6 – Ratify – With *Board of Governors, California Community Colleges, Chancellor's Office* effective December 1, 2009 through June 30, 2010. Total amount of funding is \$35,000.

Bond Contract Awards

CN 22041.3 – With *Minako America Corporation dba Minco Construction*, for the MDAB Modular Installation project at the Pacific Coast Campus for a total contract

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amount not to exceed \$577,700, paid from General Obligation Bond Fund. Per Public Contract Code §20651, the District is awarding to the lowest responsible bidder and rejecting all others.

Bond Contract Amendments

CN 22019.2 – With *RDS Architects*, Amendment #4, to change the termination date from December 31, 2009 to June 30, 2010, at no additional cost.

Contract Amendments

CN 99654.4 – With *AEPC Group, LLC*, Amendment #2, to change the termination date from June 30, 2010 to June 30, 2011, at no additional cost.

Change Order Ratifications

CN 22037.2 – With *Angeles Contractor, Inc.*, Change Order #7 for MPOE Bldg. and Connection to Bldg. O project at the Liberal Arts Campus in the amount of \$24,665 for a total contract amount not to exceed \$1,215,684, paid from General Obligation Bond Fund. Total approved change orders represent 6.73% of the contract amount.

CN 22037.3 – With *TBC Contractors Corporation*, Change Order #2 for Building Z Warehouse Alterations project at the Liberal Arts Campus for a credit in the amount of \$17,756 for a total contract amount not to exceed \$689,553, paid from General Obligation Bond Fund. Total approved change orders represent 2.51% of the contract amount.

Amendment to Board Action

CN 99661.6 – To amend the board action of December 8, 2009 with *Santa Clarita Community College District* to revise the not to exceed amount from \$300,000 to \$320,000, paid from Restricted General Fund.

Use of Other Agencies' Bids

National Joint Powers Alliance® (NJPA) #011707 with *Steelcase, Inc., and New Tangram LLC* as an authorized dealer/distributor, for the purchase of premium grade office furniture, related equipment and accessories effective May 1, 2010 through May 1, 2011.

Ratification of Contracts Under \$25,000

Ratify contracts under \$25,000 for the period of April 28, 2010 through May 7, 2010 as listed:

CN #50023.9	No Cost
CN #99665.7 – 99665.8	\$ 35,750

PURCHASING

Purchase Order Approvals/Ratifications

Authorize the issuance of purchase orders for the period of April 19, 2010 through April 30, 2010 in the amount of \$219,523.59 as listed:

PO #65073 – PO #65111	\$ 219,523.59
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Total Amount \$ 219,523.59

Included in the total amount of purchase orders of \$219,523.59 are the following items greater than \$25,000:

Capital Projects Fund – 41

PO #65109 *Board of Governors,* \$ 43,050.03
California Community Colleges
Plan check fee for the Multi-Disciplinary
Academic Building Renovation.

General Obligation Bond Fund – 46

PO #65109 *Board of Governors,* \$ 54,623.35
California Community Colleges
Plan check fee for the Multi-Disciplinary Academic Building Renovation.

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

The motion carried, all voting aye.

HUMAN RESOURCES

Personnel Commission Annual Budget, 2010-2011

Ms. Rose DelGaudio, Vice President, Human Resources, introduced Ms. Julie Kossick, Director of Human Resources, who then presented the Personnel Commission Annual budget report.

The Board of Trustees concurred with the 2010-2011 Personnel Commission Annual Budget in the amount of \$721,768.

Resolution, Reduction of Classified Service, 2009-1010

It was moved by Member Otto, seconded by Member Kellogg, that Board of Trustees Adopt Resolution No. 052510B, Reduction of Classified Service, 2009-2010.

The motion carried, all voting aye.

ACADEMIC SENATE (Title 5, Section 53203)

No Items, No Report

SUPERINTENDENT-PRESIDENT

Superintendent-President's Report

President Oakley reminded everyone that tomorrow is graduation and that we will work to ensure the greatest ceremony we can provide for our students. Ms. Hilda Solis, Secretary of Labor, will be our commencement speaker. President Oakley thanked Charlotte Joseph, CCA leadership and chief negotiator, for where we are today with negotiations. Mr. Oakley referred to the budget deficit and that the management team will meet next week on how to close the gap that still remains for this particular constituent group. He thanked

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CHI for reaching a tentative agreement and thanked all constituent groups for getting us through this year. We overcame the accrediting issues with the Commission, and ended the year in a budget crises; we are hanging in, but will get through it, as he remains hopeful.

Improving Sense of Community and Community Outreach

Superintendent-President Oakley introduced Mr. Chi-Chung Keung, Executive Director of Public Affairs & Marketing, to present the report to the Board. Mr. Chi-Chung gave an overview of the Board of Trustees Goal 3. E. IMPROVE ORGANIZATIONAL FUNCTION, CREATE A GREATER SENSE OF COMMUNITY AND CONTINUE COMMUNITY OUTREACH EFFORTS. Mr. Chi-Chung recapped all the efforts in reaching out to the community and Mark Taylor, Director of Community and Governmental Relations, reported on community special events.

ACADEMIC AFFAIRS

Sabbatical Report

Don Berz, Executive Vice President of Academic Affairs, introduced Velvet Pearson, Professor of English and Department Chair, to present her sabbatical report on Applications of Cognitive Psychology Research to the Teaching of Developmental Composition – or in brief – a Reading Project.

ADMINISTRATIVE SERVICES

No Items, No Report

PACIFIC COAST CAMPUS

No Items, No Report

ECONOMIC AND RESOURCE DEVELOPMENT

No Items, No Report

ACADEMIC SENATE

Senate President Kevin Ryan thanked LBCC Senate members whose terms are coming to an end, Lark Zunich, Matt Lawrence, Wil Shaw and Adrian Novotny for their service, and the executive members, Janice Tomson, Phyllis Arias, Joan Zuckerman and Peter Knapp.

Kevin Ryan asked David Morse to share a few things going on in the Senate at the state level. David represents the south area on the State Academic Senate Executive Board.

TRUSTEES COMMUNICATIONS

No Items, No Report

NEW BUSINESS

There was no new business.

FUTURE REPORTS

Future Reports or Discussion Items requested by the Board Members:

- Update on LBCC Grants – meeting date to be determined
- BOARD OF TRUSTEES GOALS 2009-2011 will be reported on as follows:

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July 13, 2010 (Study Session)

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

- A. By April 2010, review and assess the college planning process focusing on accomplishments and progress toward the Educational Master Plan goals and objectives.

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.

Jesus Gonzalez representing ESL students addressed class cuts to the ESL courses; and students Sherry Ray-Von, Denise Favre, and Sheika Lugtu, addressed the closing of the Art Gallery and class cuts. Student Nikalas Stafford addressed the Board regarding standards of student conduct; and faculty member, Rachel Hollenberg addressed CCA budget cuts.

ADJOURNMENT

President Clark adjourned the meeting at 7:40 p.m. The next regular meeting of the Board of Trustees will be held on June 8, 2010. 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 Hall, Pacific Coast Campus.

Assistant Secretary