

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

**Minutes of Meeting of  
September 22, 2009**

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 22, 2009.

**CALL TO ORDER**

The meeting was called to order at 4:03 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 5:04 p.m., in the Board Room, Building I, Liberal Arts Campus. President Bowen reported that, in closed session, no action was taken.

**PLEDGE OF ALLEGIANCE**

Don Low led the Pledge of Allegiance.

**ROLL CALL**

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

**WELCOME AND INTRODUCTIONS**

President Bowen welcomed everyone to the meeting. Superintendent Oakley announced and welcomed Mr. Don Low our new Interim Vice President, Student Support Services.

**WELCOME AND INTRODUCTION OF NEW FACULTY**

President Bowen introduced Lynn Shaw, Professional Development Coordinator, and a professor of the electrical department, to introduce two new faculty members and their mentors. Dr. Shaw then introduced Fred Beebe and Teresa Gaudiot, co-chairs for the faculty mentoring program. Mr. Beebe thanked the Board for their support of this program over the years and then introduced Patricia Hayes, mentor for Keri Gonzales, nursing instructor, and Teresa Gaudiot introduced John Downey, mentor for Jorge Ochoa, horticulture instructor.

**ADJOURN FOR REFRESHMENTS**

President Bowen announced that we would adjourn for some refreshments and photos.

**RECONVENE OPEN SESSION**

The meeting was reconvened in open session at 5:25 p.m., in the Board Room, Building I, Liberal Arts Campus.

**APPROVAL OF MINUTES**

It was moved by Member Clark, seconded by Member Kellogg that the minutes of the meeting of September 9, 2009, be approved as distributed. The motion carried, all voting aye.

**ORDERING OF THE AGENDA**

President Bowen considered a request by Member Uranga that item 5.2 be pulled from the consent agenda for discussion under non-consent.

**REPORT OF BOARD OF TRUSTEES**

**Resolution, Recognition of Hispanic Heritage Month**

It was moved by Member Uranga, seconded by Member Otto, that the Board of Trustees adopt Resolution No. 092209A recognizing September 15 - October 15, 2009 as Hispanic Heritage Month.

The motion carried, all voting aye.

**Committee Reports**

There were no committee reports.

**STUDENT TRUSTEE**

Student Trustee Green reported that the ASB Board is looking at adding another representative to their staff to oversee and be in charge of development and management of the technology used by ASB. Ms Green also addressed the issues of smoking on campus. Leadership is taking a look at how to enforce the rules that are in place- working with students that are interested in having a smoke-free campus- helping them put committees together to works towards this.

**PUBLIC COMMENTS ON AGENDA ITEMS**

At their request, members of the public may address the Board of Trustees on any item prior to or during the Board's consideration of that item. A five (5) minute time limit will be allotted to each speaker, with a maximum of twenty minutes for each subject, unless extended by the Board President. There were no comments.

**The following items were part of the Consent Agenda**

**HUMAN RESOURCES (Academic)**

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

**APPOINTMENTS**

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Hourly Instructor – Fall	614
Hourly Instructional Specialist – Fall	53
Hourly Librarian – Fall	12
Hourly Counselor – Fall	23

**IN-SERVICE CHANGES**

Change of Title – Contract	1
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**FISCAL SERVICES**

That the Board of Trustees approve the following actions:

**FINANCE**

**Budget Transfers**

There are no budget transfers for this board.

**Salary Warrants**

There are no salary warrants for this board.

**Commercial Warrants**

Ratify issuance of commercial warrants for the period of August 17, 2009 through August 28, 2009 in the amount of \$4,827,342.06 as listed:

Period Ending August 21, 2009

Unrestricted General Fund 01	\$ 1,754,755.74
Restricted General Fund 12	21,859.88
Child and Adult Development Fund 33	24,067.50
General Obligation Bond Funds 45, 46	235,355.12
Veterans' Stadium Operations Fund 58	157.00
Contract/Community Education Fund 59	110.00
Self Insurance Fund 61	10,030.42
Payroll Clearing Fund 76	<u>2,623.62</u>

Total Period 1 Warrants: \$ 2,048,959.28

Period Ending August 28, 2009

Unrestricted General Fund 01	\$ 139,466.85
Restricted General Fund 12	84,165.16
Child and Adult Development Fund 33	545.17
General Obligation Bond Funds 43, 45, 46	1,837,264.03
Veterans' Stadium Operations Fund 58	1,475.67
Community/Contract Education Fund 59	24,735.00
Self Insurance Fund 61	690,624.40
Student Financial Aid Fund 74	<u>106.50</u>

Total Period 2 Warrants: \$ 2,778,382.78

Commercial Warrants Total: \$ 4,827,342.06

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Included in the total warrant expenditure of \$4,827,342.06 are the following payments greater than \$25,000, excluding employee benefits and utilities:

**Unrestricted General Fund 01**

1. \$ 139,438 to *Protected Insurance Program for Schools* for Workers' Compensation coverage for employees and volunteers from July 1, 2009 through June 30, 2010 (third installment).
2. \$ 50,000 to *United States Postal Services* for postage.
3. \$ 33,497 to *Empire Cleaning Supply* for custodial supplies.

**Restricted General Fund 12**

1. \$ 33,500 to *Cummins Service Training* for an engine training module for the Advanced Transportation Center training program.

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

1. \$ 589,776 to *Solpac Construction, Inc.* for construction on the Pacific Coast Campus Industrial Technology Complex (Tech 1).
2. \$ 453,116 to *Cordoba Corporation* for bond project construction management.
3. \$ 161,550 to *Minako America Corp.* for replacement of the Carson Street fence.
4. \$ 144,392 to *Hill Partnership, Inc.* for renovation of the Pacific Coast Campus Building CC/Fitness Center and Building MM.
5. \$ 128,209 to *Dell Marketing LP* for the purchase of network servers.
6. \$ 106,650 to *P2S Engineering, Inc.* for engineering fees for the Liberal Arts Campus Infrastructure.
7. \$ 75,302 to *Division of State Architect* for DSA fees for the Liberal Arts Campus Building A/Student Services Retrofit project.
8. \$ 69,206 to *Gonzalez/Goodale Architects* for professional services rendered for South Quad low voltage, plan revision and columns.
9. \$ 65,531 to *First Regional Bank* for escrow retention for construction of the Pacific Coast Campus Industrial Technology Complex (Tech 1).
10. \$ 60,229 to *RMA Construction Services, Inc.* for bond program technical support services.

**Self Insurance Fund 61**

1. \$ 689,788 to *Statewide Association of Community College JPA* for property and liability insurance contribution.

**Certification of Signatures**

Authorization of personnel in Administrative Services, Student Support Services and Student Activities to sign bank checks issued by the Long Beach City College Associated Student Body. Beginning July 1, 2009, the Fiscal Services office began performing the banking function for the Associated Student Body. Authorized signers are as follow:

Ann-Marie Gabel .....Vice President, Administrative Services  
Don Low.....Interim, Vice President, Student Support Services  
John Thompson.....Director, Fiscal Services  
Patricia Davis .....Deputy Director, Comptroller  
William Webb.....Student Activities Advisor  
Derek Orice .....Student Activities Advisor

The motion carried, all voting aye.

**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 93145.5 – Ratify – With *Leonard Russo, DDS*, for a one-year term effective September 1, 2009 through August 31, 2010, at a rate of \$2,826.60 per month.

CN 93145.6 – Ratify – With *Oliver Mason, MD*, for a three-year term effective August 1, 2009 through July 31, 2012, at a rate of \$2,268.60 per month.

CN 93145.7 – Ratify – With the *U.S. Department of Education*, to provide funding effective September 1, 2009 through August 31, 2010. Amount of funding is \$20,650.

CN 93145.8 – Ratify – With the *U.S. Department of Education*, to provide funding effective September 1, 2009 through August 31, 2010. Amount of funding is \$231,555.

CN 93145.9 – Ratify – With the *Chancellor’s Office, California Community Colleges*, to provide funding under the Technical Preparation (Tech Prep) Grant effective July 1, 2009 through June 30, 2010. Amount of funding is \$67,750.

CN 93146.1 – Ratify – With the *Chancellor’s Office, California Community Colleges*, to provide funding under the Carl D. Perkins and Technical Education Act of 2006 (Perkins IV), effective July 1, 2009 through June 30, 2010. Amount of funding is \$1,232,203.

CN 93146.2 – Ratify – With the *U. S. Department of Education*, to provide funding effective September 1, 2009 through August 31, 2010. Amount of funding is \$251,555.

CN 93146.3 – Ratify – With the *U. S. Department of Education*, to provide funding effective September 1, 2009 through August 31, 2010. Amount of funding is \$51,150.

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**Bond Contract Awards**

CN 22037.7 – Ratify – With *Newman Midland Corporation* for the Welding Booths for Tech 1 project at the Pacific Coast Campus for a total contract amount not to exceed \$476,225, paid from General Obligation Bond Fund.

**Bond Contract Amendments**

CN 22019.1 – With *Martinez Architects, Inc.* Amendment #5, to increase the contract by \$8,043 for a total contract amount not to exceed \$1,501,572, paid from General Obligation Bond Fund.

CN 22033.7 – With *Martinez Architects, Inc.* Amendment #2, to increase the contract amount by \$12,494 for a total contract amount not to exceed \$418,894, paid from General Obligation Bond Fund.

**Use of Other Agencies' Bids**

Agreement Contract #B27160 Western States Contracting Alliance (WSCA) – Ratify – with *Dell Marketing L.P.* for computer equipment, software, peripherals and related services to be procured through the period of September 1, 2009 through August 31, 2014.

**Ratification of Contracts Under \$25,000**

Ratify contracts under \$25,000 for the period of August 1, 2009 through August 19, 2009 as listed:

CN #22037.5 \$ 24,104

**Amendment to Board Action**

CN 93136.3 - Amend the Board Action of July 10, 2007 with *Higher One, Inc.* for Demand Deposit Accounts for distribution of Financial Aid effective July 11, 2007 through July 1, 2012.

CN 99627.6 - Amend the Board Action of August 25, 2009, with *Rachlin Architects, Inc.* Amendment #15 to increase the contract by \$70,207 in lieu of \$61,417 for a total amount not to exceed \$900,757.10.

**Donation**

Accept the donation from Substance Abuse Foundation of Long Beach, of one new HP Scanjet 8350 scanner with software, catch tray and manual, and one used Maytag 9000 BTU Portable Air Conditioner, model M6PO9SA with window exhaust plate and exhaust hose for use by the CalWORKs program and request that a letter of appreciation be sent.

**PURCHASING**

**Purchase Order Approvals/Ratifications**

Authorize the issuance of purchase orders for the period of August 24, 2009 through August 28, 2009 in the amount of \$251,130.45 as listed:

PO #63512 – PO #63570 \$ 251,130.45

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Total Amount \$ 251,130.45

Included in the total amount of purchase orders of \$251,130.45 the following item are greater than \$25,000:

**General Obligation Bond Fund 46**

PO #63516 *Division of State Architect* \$ 26,194.29  
DSA fees for PCC – Building CC Fitness Center

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.

**HUMAN RESOURCES (Classified)**

It was moved by Member Clark, seconded by Member Uranga, that the Board of Trustees approve/ratify the following actions:

**APPOINTMENTS**

Working Out of Class	1
Provisional	3
Temporary	12
Exempt from the Merit System	209

**SEPARATION FROM THE DISTRICT**

Deceased	1
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The motion carried, all voting aye.

Member Uranga asked everyone to take note of the classified employee listed on the last page of 5.2, Daniel Theisen, as he recently passed away. Member Uranga asked President Oakley to share some information about him. After Mr. Oakley's comments, Member Uranga asked that we adjourn our meeting tonight in his memory.

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

No Items, No Report

**SUPERINTENDENT-PRESIDENT**

**Superintendent-President's Report**

President Oakley announced that the visiting team from ACCJC (Accrediting Commission for Community and Junior Colleges) will be back on campus on November 10, 2009 and he looks forward to their visit showing them all the progress that has been made. President Oakley said that as we are in our sixth week of instruction the demand on our classes continue and we continue to work hard to determine the best ways to focus our resources. He thanked the faculty, classified staff and administration that continue to work diligently on the various committees looking at ways to reduce expenditures, and

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support the student success initiative and all of the core functions of the college to ensure we serve our students and focus on successful outcomes for them.

**ACADEMIC AFFAIRS**

No Items, No Report

**STUDENT SERVICES**

No Items, No Report

**ADMINISTRATIVE SERVICES**

**2008-2009 CCFS-311 Annual Financial and Budget Report & 2009-2010 GANN Appropriations Limit**

It was moved by Member Otto, seconded by Member Clark, that the Board of Trustees approve the 2008-2009 CCFS-311 Annual Financial and Budget Report including the 2009-2010 GANN Appropriations Limit of the Long Beach Community College District and authorize transmittal of the report to the Chancellor's Office, California Community Colleges.

The motion carried, all voting aye.

**Resolution, Establishment of a Dedicated Bank Account for the Long Beach Community College District Associated Student Body (ASB)**

It was moved by Member Clark, seconded by Member Uranga, that the Board of Trustees adopt Resolution No. 092209B authorizing the establishment of a dedicated bank account for the Long Beach Community College District Associated Student Body (ASB) at Farmers and Merchants Bank.

The motion carried, all voting aye.

**PACIFIC COAST CAMPUS**

No Items, No Report

**ECONOMIC AND RESOURCE DEVELOPMENT**

No Items, No Report

**ACADEMIC SENATE**

There was no report

**TRUSTEES COMMUNICATIONS**

There were no communications.

**STUDY SESSION: Dr. Eva Bagg, Facilitator**

**Final Report on the Implementation of the 2009 ACCJC Accreditation Recommendations**

Dr. Eva Bagg presented to the Board of Trustees the draft of the Accreditation Follow-Up Report due to the Commission by October 15, 2009. The final draft of the report includes input from all groups and the college as a whole and was submitted previously to the



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Board of Trustees on September 22, 2009. Final edits and the compilation of all evidence for the report will occur prior to submission of the report and supporting documents on October 15, 2009. The report follows the format prescribed by ACCJC and will be signed by the college's Chief Executive Officer. Each recommendation, including all subcomponents identified by the Commission in the report, includes a description of the resolution of each recommendation, analysis of the results achieved to date, evidence of the results, and any additional plans the institution has developed to further respond to the recommendation.

**NEW BUSINESS**

There was no new business.

**FUTURE REPORTS**

Future Reports or Discussion Items Requested by Board Members:

- **BOARD OF TRUSTEES GOALS 2009-2011 will be reported on as follows:**

**October 27, 2009**

3. IMPROVE ORGANIZATION FUNCTION AND CREATE A GREATER SENSE OF COMMUNITY AND CONTINUE COMMUNITY OUTREACH EFFORTS

- B. By October 2009, review and assess the implementation of the Staff Equity Plan.
- D. By October 2009, review and assess the status of the College Promise including strategies and timelines with a focus on implementation and cooperation with the LBUSD and CSULB.

**November 10, 2009**

1. MEASURE AND IMPROVE STUDENT SUCCESS

- A. By November 2009, review and assess the continuing implementation of the LBCC Student Success Plan using established benchmark assessment measures. Reviews shall occur biannually.

**December 8, 2009**

1. MEASURE AND IMPROVE STUDENT SUCCESS

- E. By December 2009, review and assess the effectiveness of the LBCC Assessment process. Develop strategies and timelines to increase the number of transfer and degree-seeking students who complete the assessment process by 30% by September 2010.

**PUBLIC COMMENTS (NON-AGENDA ITEMS)**

At their request, members of the public will be given the opportunity to address the Board of Trustees on matters of general District business. This is the time for members of the public to speak and be heard and share their comments with the Board and for the Board to listen. Therefore, the public should not expect the Board to comment or respond to public comments. A particular position should not be inferred if there are no Board member comments during this time.

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A total of five (5) minutes will be allotted to each subject, unless extended by the Board President. After receiving testimony, the Board may recommend placing such item or item(s) on the agenda of a future meeting or referring the item(s) to staff for a report.

There were no comments.

**ADJOURNMENT**

President Bowen adjourned the meeting at 6:22 p.m. The next regular meeting of the Board of Trustees will be held on October 27, 2009. The first order of business will be adjournment to a closed session, as needed. The Board will reconvene in open session at 5:00 p.m. in Building I, Liberal Arts Campus.

Assistant Secretary