

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

**Minutes of Meeting of
March 8, 2011**

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 East Carson Street, Long Beach, on March 8, 2011.

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 5:00 p.m., in Building T, Room 1100, Liberal Arts Campus. President Clark reported that, in closed session, no action was taken.

PLEDGE OF ALLEGIANCE

Gavin Centeno led the Pledge of Allegiance.

ROLL CALL

Present: President Clark, Vice President Uranga, Member Bowen, Member Kellogg and Member Otto (teleconferenced from Houston, Texas) and Student Trustee Centeno

WELCOME AND INTRODUCTIONS

President Clark welcomed everyone to the meeting.

APPROVAL OF MINUTES

It was moved by Member Bowen, seconded by Member Uranga, that the minutes of the meeting of, February 22, 2011, be approved as distributed.

Roll Call Vote:

Clark	Yes
Uranga	Yes
Bowen	Yes
Kellogg	Yes

**Minutes, Meeting of the Board of Trustees
March 8, 2011**

Otto Yes

The motion carried by a vote of 5-0

ORDERING OF THE AGENDA

There was no reordering of the agenda.

REPORT OF BOARD OF TRUSTEES

Committee Reports

There were no committee reports.

STUDENT TRUSTEE

Student Trustee Centeno announced that ASB has approved their 2011 goals and that these goals reflect the commitment to meeting the needs and goals of students. He reminded the audience and invited the Board to the Spring Sing on March 11. The March in March is next Monday, March 14, in Sacramento. The students plan to participate to show their commitment to student success. March 25 is the 3rd Annual Beverly O'Neil Student Leadership Conference and invites anyone that could, to please attend the mentor/mentee mixer at the end of the day.

PUBLIC COMMENTS ON AGENDA ITEMS

CCA President DeWayne Sheaffer addressed the Board and the audience on the purpose of the March in March taking place in Sacramento. On March 15, a few K-12 districts will be sending out layoff notices and CTA (California Teachers Association) and has asked all supporters to wear red to show their support to them. The governor's March 10 deadline for the ballot measure is unknown at this time, but will keep the campus informed so they can all work together.

The following items were part of the Consent Agenda

HUMAN RESOURCES (Academic)

RECOMMENDATION

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

IN-SERVICE CHANGES

Change of Title 3

HUMAN RESOURCES (Classified)

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

APPOINTMENTS

Probationary 2
Working Out of Class 1
Temporary 4
Exempt from the Merit System 47

Minutes, Meeting of the Board of Trustees March 8, 2011
--

INSERVICE CHANGES

Mileage 10

SEPARATION FROM THE DISTRICT

Resignation 2

FISCAL SERVICES

FINANCE

Budget Transfers

Budget Transfer numbers 137083, 137086, 137125, 137144, 137164, 137177, 137205 and 137206 for the Unrestricted General Fund 01 in the amount of \$135,330 as listed:

From: Classified Salaries	\$	2,430	
Supplies		3,589	
Services and Operating Expenses		126,911	
Equipment		2,400	\$ <u>135,330</u>
To: Academic Salaries	\$	22,780	
Classified Salaries		4,130	
Employee Benefits		3,621	
Supplies		27,869	
Services and Operating Expenses		5,433	
Equipment		71,497	\$ <u>135,330</u>

Included in the budget transfers of \$135,330 for the Unrestricted General Fund 01 is the following transfer greater than \$25,000:

<u>AT</u>	<u>From:</u>		<u>Amount</u>
137144	514000-01-678000-0000 Professional Services	\$	40,000
	<u>To:</u>		
	647000-01-678000-0000 Equipment NI >\$5000	\$	40,000

To cover expenses for the purchase of two Pacific Ford trucks for the Instructional & Information Technology Services (IITS) Department.

Budget Transfer numbers 137081, 137101, 137102, 137141, 137142, 137166, 137167 and 137208 for the Restricted General Fund 12 in the amount of \$200,511 as listed:

From: Academic Salaries	\$	7,767	
Classified Salaries		14,656	
Employee Benefits		6,508	
Supplies		13,711	
Services and Operating Expenses		86,255	
Equipment		57,631	
Reserve / Student Payments		13,983	\$ <u>200,511</u>

Minutes, Meeting of the Board of Trustees March 8, 2011
--

To:	Academic Salaries	\$	6,743	
	Classified Salaries		85,196	
	Employee Benefits		26,385	
	Supplies		23,160	
	Services and Operating Expenses		44,127	
	Equipment		14,900	\$ <u>200,511</u>

Included in the budget transfers of \$200,511 for the Restricted General Fund 12 is the following transfer greater than \$25,000:

<u>AT</u>	<u>From:</u>		<u>Amount</u>
137166	432000-12-499910-7106	Instructional Supplies and Materials	\$ 2,101
	432000-12-684600-7106	Instructional Supplies and Materials	1,132
	456500-12-684600-7106	Duplicating	1,015
	514000-12-684600-7106	Professional Services	55,305
	521000-12-684600-7106	Mileage and Personal Transportation	1,997
	522500-12-684600-7106	Conferences	2,822
		Administration/Manager/Supervisor	
	522600-12-684600-7106	Conferences Classified	3,235
	529500-12-684600-7106	Other Travel Related Expenses	776
	766800-12-684600-7106	Student Financial Aid Registration Fees	2,800
	<u>To:</u>		
	212000-12-684600-7106	Classified Salaries	\$ 49,117
	395000-12-684600-7106	Employee Benefits	22,066

To cover salary expenses for the Workforce Development Clean Energy Program through June 30, 2011.

Budget Transfer numbers 137084, 137179 and 137218 for the General Obligation Bond Fund 46 in the amount of \$222,786 as listed:

From:	Services and Operating Expenses	\$	80,708	
	Equipment		42,078	
	Reserve		100,000	\$ <u>222,786</u>
To:	Classified Salaries	\$	26,563	
	Employee Benefits		3,187	
	Services and Operating Expenses		35,328	
	Equipment		157,708	\$ <u>222,786</u>

Included in the budget transfers of \$222,786 for the General Obligation Bond Fund 46 are the following transfers greater than \$25,000:

<u>AT</u>	<u>From:</u>		<u>Amount</u>
137084	514000-46-710600-5606	Professional Services	\$ 43,000
	514000-46-710400-5738	Professional Services	27,708

Minutes, Meeting of the Board of Trustees March 8, 2011
--

<u>To:</u>		
232500-46-710600-5606	Classified Overtime Salaries	\$ 20,536
395000-46-710600-5606	Employee Benefits	2,464
621100-46-710600-5606	Infrastructure for Construction	20,000
612000-46-710400-5738	Site Improvements	2,708
625000-46-710400-5738	Building Fixtures	25,000

Budget transfer to cover additional costs for installation of locks and re-routing computer fibers for the Pacific Coast Campus Multi-Disciplinary Academic Building; and to cover expenses for carpet, sign removal and air conditioning repairs at the Liberal Arts Campus.

<u>AT</u>	<u>From:</u>		<u>Amount</u>
137218	790100-46-710400-5701	Reserve for Contingencies	\$ 100,000
	<u>To:</u>		
	612000-46-710400-5701	Site Improvements	\$ 50,000
	625000-46-710400-5701	Building Fixtures	50,000

Budget transfer to cover expenses for carpeting stairs at Building O2 and the transfer of student hallways lockers from Building BB at the Pacific Coast Campus to Building E at the Liberal Arts Campus.

Budget Transfer number 137066 for the Self Insurance Fund 61 in the amount of \$2,107 as listed:

From: Supplies	\$	97	
Construction and Additions		10	
Reserve		<u>2,000</u>	\$ <u>2,107</u>
To: Services and Operating Expenses			\$ <u>2,107</u>

There are no budget transfers greater than \$25,000 for the Self Insurance Fund 61.

Salary Warrants

Ratify issuance of salary warrants listed on Register Nos. 4660 through 4663 for the period of January 31, 2011 through February 11, 2011 in the amount of \$6,885,156.63, as listed:

Register No. 4660 Issue Date 01/31/11	Warrant Nos. 100336 - 100410	\$ 5,384,179.82
Register No. 4661 Issue Date 02/10/11	Warrant Nos. 100411 - 100594	\$ 948,939.30
Register No. 4662 Issue Date 02/10/11	Warrant Nos. 100595 - 100624	\$ 200,860.74
Register No. 4663 Issue Date 02/10/11	Warrant Nos. 100625 - 100986	\$ <u>351,176.77</u>

Minutes, Meeting of the Board of Trustees
March 8, 2011

Total Salary Warrants Issued: \$ 6,885,156.63

Commercial Warrants

Ratify issuance of commercial warrants listed for the period of January 31, 2011 through February 11, 2011 in the amount of \$7,605,359.44.

Unrestricted General Fund 01	\$ 1,093,081.64
Restricted General Fund 12	124,147.35
Child and Adult Development Fund 33	3,221.30
Capital Outlay Projects Fund 41	419,604.40
General Obligation Bond Funds 46	5,562,110.24
Veterans' Stadium Operations Fund 58	27,855.78
Community/Contract Education Fund 59	13,646.89
Self Insurance Fund 61	1,834.84
Payroll Clearing Fund 76	<u>359,857.00</u>

Total Commercial Warrants: \$ 7,605,359.44

Included in the total warrant expenditures of \$7,605,359.44 are the following payments greater than \$25,000, excluding utilities and employee benefits:

Unrestricted General Fund 01

1. \$ 93,168 to *Vicenti, Lloyd & Stutzman, LLP* for completion of the District financial and compliance audit.

Capital Outlay Projects Fund 41

1. \$ 364,979 to *Bayley Construction* for the construction of the Pacific Coast Campus Multi-Disciplinary Academic Building.
2. \$ 41,600 to *Community Bank, Escrow #1660* for escrow retention for construction of the Pacific Coast Campus Multi-Disciplinary Academic Building.

General Obligation Bond Fund 46

1. \$ 2,675,188 to *McCarthy Building Companies, Inc.* for the construction of the Liberal Arts Campus Parking Structure.
2. \$ 1,821,410 to *Siemens Industry, Inc.* for technical support services for the Central Plant at the Liberal Arts and Pacific Coast Campuses, and for the Liberal Arts Campus Energy Improvement Project Phase IIB.
3. \$ 415,644 to *AMG & Associates, Inc.* for renovations completed in Building O.
4. \$ 213,151 to *Cavecche Engineering & Construction Co., Inc.* for the Liberal Arts Campus Infrastructure North Loop project.
5. \$ 140,799 to *U.S. Bank N.A.* for escrow retention for construction & design of the Liberal Arts Campus Parking Structure.
6. \$ 27,609 to *Mobile Modular Management Corp.*, for installation of security bars, and setup and rental of modulars for the Pacific Coast Campus Multi-Disciplinary Academic Building.
7. \$ 7,032 to *Vicenti, Lloyd & Stutzman, LLP* for completion of the District Proposition 39 Bond Audit for year 9 ending June 30, 2010.

Minutes, Meeting of the Board of Trustees March 8, 2011
--

Budget Increase (Decrease)

Restricted General Fund 12

2010-2011 New Budgets:

Anthem Blue Cross Wellness Program 9940	\$ 5,000
---	----------

2010-2011 Revised Budgets:

DSPS Programs 0200 and 0220	\$ 43,988
-----------------------------	-----------

ACADEMIC AFFAIRS, STUDENT SUPPORT, AND ADMINISTRATIVE SERVICES

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

Bond Contract Amendments

CN 22003.3 – With *Gonzales Goodale Architects*, Amendment #17, to change the termination date from June 30, 2011 to June 30, 2012 and increase the contract amount by \$114,669.20 for a total contract amount not to exceed \$2,593,525.20, paid from General Obligation Bond Fund.

CN 22029.1 – With *Sandy Pringle Associates Inspection Consultants, Inc.*, Amendment #5, to increase the contract amount by \$200,000 for a total contract amount not to exceed \$1,350,000, paid from General Obligation Bond Fund.

Ratification of Contracts Under \$25,000

Ratify contracts under \$25,000 for the period of February 8, 2011 through February 22, 2011 as listed:

CN #50024.8	No Cost
CN #50026.6	No Cost

Purchase Order Approvals/Ratifications

Authorize the issuance of purchase orders for the period of January 31, 2011 through February 11, 2011 in the amount of \$220,389.93 as listed:

PO #66703 – PO #66725	\$ 220,389.93
-----------------------	---------------

Included in the total amount of purchase orders of \$220,389.93 are the following items greater than \$25,000:

Unrestricted General Fund – 01

PO #65720	<i>Schools Excess Liability Fund</i>	\$ 48,805.00
	Workers' comp runoff claims	
PO #66712	<i>Nuventive, LLC</i>	\$ 26,136.00
	Tracdat software maintenance renewal	

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

**Minutes, Meeting of the Board of Trustees
March 8, 2011**

Roll Call Vote:

Clark	Yes
Uranga	Yes
Bowen	Yes
Kellogg	Yes
Otto	Yes

The motion carried by a vote of 5-0

ACADEMIC SENATE (TITLE 5, SECTION 53203)

No Items, No Report

SUPERINTENDENT-PRESIDENT

Superintendent-President's Report

President Oakley announced that the Foundation for California Community Colleges will raise funds through Hands Across California on April 17, as literally all 112 community colleges in California hold hands that will stretch more than 1500 miles. He recognized & congratulated Trustee Uranga who appeared in this month's feature in the American College Journal on discussing the ways various trustees are stepping up to deal with the economic downturn. There have been a series of articles in the LA times regarding bond construction programs. It is beneficial for this community to understand that we have different practices in how we handle our bond program. Ann-Marie Gabel will talk about that later in her presentation. President Oakley echoed DeWayne Sheaffer's comments on the budget crises. Governor Brown was at the Board of Governors meeting yesterday and announced that he will most likely not meet the Mar 10 deadline and that we need to prepare for the inevitable. He will continue to push forward to get the measure on the ballot and allow the public to decide if the taxes will continue.

ACADEMIC AFFAIRS

No items, no report

STUDENT SUPPORT SERVICES

Report on LBCC Transfer Programs

In Accordance with Board Goal 1.B., MEASURE AND IMPROVE STUDENT SUCCESS – By March 2011, review the LBCC transfer programs including timelines and goals for improving transfer readiness and the establishment of a transfer degree.

Dr. Greg Peterson, Vice President of Student Support Services, introduced Ross Miyashiro, Dean, Admissions & Records, and Ruben Page, Coordinator, LBCC LAC Transfer Center, who provided an update on transfer programs and services, including time lines and goals for improving transfer readiness and the establishment of a transfer degree.

ADMINISTRATIVE SERVICES

Resolution, Closing General Obligation Bond Fund 45

Vice President Ann-Marie Gabel presented an update on Measure E 2002 showing how the funds were spent before the adoption of the resolution on closing the fund.

Minutes, Meeting of the Board of Trustees
March 8, 2011

It was moved by Member Bowen, seconded by Member Uranga, that the Board of Trustees adopt Resolution No. 030811A to close General Obligation Bond Fund 45.

Roll Call Vote:

Clark Yes
Uranga Yes
Bowen Yes
Kellogg Yes
Otto Yes

The motion carried by a vote of 5-0

PACIFIC COAST CAMPUS

No Items, No Report

ECONOMIC AND RESOURCE DEVELOPMENT

No Items, No Report

ACADEMIC SENATE

Academic Senate President Kevin Ryan publically acknowledged the ESL (English as a Second Language) department for their amazing dedication and how much they care that their students succeed.

TRUSTEES COMMUNICATIONS

There was no report.

NEW BUSINESS

There was no new business.

FUTURE REPORTS

There were no new requests for future reports.

PUBLIC COMMENTS (NON-AGENDA ITEMS)

There were no public comments on non-agenda items.

ADJOURNMENT

President Clark adjourned the meeting at 6:24 p.m. The next regular meeting of the Board of Trustees will be held on March 22, 2011. 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 T, Room 1100, Liberal Arts Campus.

Assistant Secretary