

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

**Minutes of Meeting of
May 24, 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, Room 1100, Liberal Arts Campus, 4901 East Carson Street, Long Beach, on May 24, 2011.

CALL TO ORDER

The meeting was called to order at 4:10 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 Building T, Room 1100, Liberal Arts Campus. Board President Otto reported that, in closed session, there was no action taken.

PLEDGE OF ALLEGIANCE

Jeff Kellogg led the Pledge of Allegiance.

ROLL CALL

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

WELCOME AND INTRODUCTIONS

President Oakley welcomed Personnel Commissioner Darwin Thorpe to the meeting and announced two retirees, Christine Enstine, and Wendy Greenstein, who were not at the meeting tonight, but asked that the audience give them a round of applause for all their years of service to LBCC.

APPROVAL OF MINUTES

It was moved by Member Clark, seconded by Member Kellogg, that the minutes of the meeting of, May 10, 2011, be approved as distributed.

The motion carried, all voting aye.

ORDERING OF THE AGENDA

Board President Otto announced that Item 11.1 Phi Theta Kappa be moved up to now.

STUDENT SUPPORT SERVICES

Phi Theta Kappa Project Presentation

Dr. Greg Peterson, Vice President of Student Support Services, introduced Hugo Chacon and Samuel Williams, student members of Phi Theta Kappa, who shared a presentation on the Phi Theta Kappa club's year-long student success project.

REPORT OF BOARD OF TRUSTEES

Resolution, Student Trustee–2011

It was moved by Member Kellogg, seconded by Member Clark that the Board of Trustees adopt Resolution of Commendation No. 052411A for Gavin Centeno, for his service as the student member of the Board of Trustees, Long Beach Community College District, for the months of February through May, 2011.

The motion carried, all voting aye.

Revised District Policies: 2007 & 2011

It was moved by Member Kellogg, seconded by Member Clark, that the Board of Trustees adopt the following revised policies:

Policy 2007 (Retention and Destruction of Records)

Policy 2011 (Workplace Violence)

The motion carried, all voting aye.

Revised Administrative Regulations: 2007 & 2011

The revised regulations were submitted for informational purposes only.

Policy 2007 (Retention and Destruction of Records)

Policy 2011 (Workplace Violence)

Report on Redistricting – LBCCD Trustee Area Boundaries

Due to the changing population distribution as indicated by the 2010 census, it has become necessary to adjust the legal boundaries of trustee areas within the Long Beach Community College District. Jack Humphrey, Diversa Consulting has been retained by the district to assist with the revisions to the Trustee Areas based upon a number of factors. Mr. Humphrey presented these factors to the Board and provided options to adjust boundaries to meet population targets. After some discussion, the Board requested that this information be brought back again for review at the next Board meeting on June 14, before a resolution is adopted to accept the revisions.

Committee Reports

There were no committee reports.

STUDENT TRUSTEE

This is the last Board meeting that Student Trustee Centeno will be attending and he thanked the Board for helping him to help the students. He said he has come to realize how important it is to students to keep our Art Gallery open. He knows that the Board's commitment to the students is unquestionable, but that they continue to notify students in times necessary so that students' goals and plans are not hindered. He hopes that our Board will strive for the best environment for our students--safe and quiet for learning and that they will continue to work with faculty to ensure our students get educated.

PUBLIC COMMENTS ON AGENDA AND NON-AGENDA ITEMS

Students Ann Engel, Christian Caldera addressed the Board about their concerns on the classified contract and the reduction of classified service. DeWayne Sheaffer spoke about the California "State of Emergency" campaign.

The following items were part of the Consent Agenda

HUMAN RESOURCES (Academic)

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

APPOINTMENTS

Stipend 3

IN-SERVICE CHANGES

Change of Title 2

Department Head Election 1

SEPARATION FROM THE DISTRICT

Retirement 2

HUMAN RESOURCES (Classified)

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

APPOINTMENTS

Probationary 2

Administrative Transfer 2

Working Out of Class 2

Temporary 4

Exempt from the Merit System 12

IN-SERVICE CHANGES

Mileage 2

SEPARATION FROM THE DISTRICT

Resignation 2

FISCAL SERVICES

FINANCE

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Budget Transfers

Budget Transfer numbers 138024, 138044, 138081, 138157, 138193, 138210 and 138211 for the Unrestricted General Fund 01 in the amount of \$12,966 as listed:

From: Classified Salaries	\$	33	
Employee Benefits		4	
Supplies		2,919	
Services and Operating Expenses		<u>10,010</u>	\$ <u>12,966</u>
To: Classified Salaries	\$	4,735	
Employee Benefits		569	
Supplies		1,645	
Services and Operating Expenses		650	
Equipment		4,867	
Reserve		<u>500</u>	\$ <u>12,966</u>

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

Budget Transfer numbers 138045, 138082, 138155, 138156, 138208, 138221 and 138222 for the Restricted General Fund 12 in the amount of \$151,331 as listed:

From: Classified Salaries	\$	33	
Employee Benefits		4	
Supplies		2,919	
Services and Operating Expenses		<u>10,010</u>	\$ <u>12,966</u>
To: Classified Salaries	\$	4,735	
Employee Benefits		569	
Supplies		1,645	
Services and Operating Expenses		650	
Equipment		4,867	
Reserve		<u>500</u>	\$ <u>12,966</u>

Included in the budget transfers of \$151,331 for the Restricted General Fund 12 are the following transfers greater than \$25,000:

<u>AT</u>	<u>From:</u>	<u>Amount</u>
138156	641000-12-499910-7142 Instructional Equipment	\$ 20,867
	211000-12-684600-7142 Classified Manager/Supervisor Salaries	14,323
	233000-12-684600-7142 Classified Hourly NI Salaries	16,067
	395000-12-684600-7142 Employee Benefits	10,519
	457000-12-684600-7142 Supplies	5,921
	646000-12-684600-7142 Equipment	1,042
	765000-12-684600-7142 Other Student Aid Books/Supplies	8,000
	<u>To:</u>	
	514000-12-684600-7142 Professional Services	\$ 76,739

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To cover additional expenses for the Economic Resource Development Workforce Development training programs through year-end.

<u>AT</u>	<u>From:</u>		<u>Amount</u>
138208	514000-12-684710-8697	Professional Services	\$ 32,120
	<u>To:</u>		
	211000-12-684710-8697	Classified Manager/Supervisor Salaries	\$ 450
	212000-12-684710-8697	Classified Salaries	21,000
	233000-12-684710-8697	Hourly NI Salaries	1,100
	395000-12-684710-8697	Employee Benefits	9,570

To cover 2010 salaries and benefit expenses for the Goldman Sachs 10,000 Small Businesses grant.

Budget Transfer number 138048 for the Veterans' Stadium Operations Fund 58 in the amount of \$15,000 as listed:

From: Reserve		\$ <u>15,000</u>
To: Supplies	\$ 700	
Services and Operating Expenses	14,300	\$ <u>15,000</u>

There are no budget transfers greater than \$25,000 for the Veterans' Stadium Operations Fund 58.

Budget Transfer numbers 138026 and 138083 for the Contract/Community Education Fund 59 in the amount of \$877 as listed:

From: Academic Salaries	\$ 589	
Classified Salaries	200	
Employee Benefits	<u>88</u>	\$ <u>877</u>
To: Services and Operating Expenses	\$ 200	
Reserve	<u>677</u>	\$ <u>877</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. 4678 for the period of April 18, 2011 through April 26, 2011 in the amount of \$5,373,783.72 as listed:

Register No. 4678	Warrant Nos. 102428 – 102499	\$ 5,373,783.72
Issue Date 04/27/11		

Commercial Warrants

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Ratify issuance of commercial warrants listed for the period of April 18, 2011 through April 26, 2011 in the amount of \$3,480,306.74.

Unrestricted General Fund 01	\$ 960,457.14
Restricted General Fund 12	226,953.33
Child and Adult Development Fund 33	2,159.52
Capital Outlay Projects Fund 41	85,385.46
General Obligation Bond Fund 46	1,877,687.02
Veterans' Stadium Operations Fund 58	13,122.77
Community/Contract Education Fund 59	860.69
Self Insurance Fund 61	1,530.43
Student Financial Aid Fund 74	29,497.00
Payroll Clearing Fund 76	<u>282,653.38</u>

Total Commercial Warrants: \$ 3,480,306.74

Included in the total warrant expenditures of \$3,480,306.74 are the following payments greater than \$25,000, excluding utilities and employee benefits:

Unrestricted General Fund 01

1. \$202,500 to *Protected Insurance Program for Schools* for Workers' Compensation coverage for employees and volunteers from July 1, 2010 through June 30 2011 (eleventh and twelfth installments).

Restricted General Fund 12

1. \$ 56,623 to *Pacific Coast Regional Small Business Development Corp.* for hosting a service center for the Small Business Development Center Network.

General Obligation Bond Fund 46

1. \$765,207 to *Siemens Industry, Inc.* for technical support services for the Central Plants at the Liberal Arts and Pacific Coast Campuses, and for the Liberal Arts Campus Energy Improvement Project Phase IIB.
2. \$432,226 to *Cordoba Corporation* for bond project construction management for March 2011.
3. \$215,995 to *Cavecche Engineering & Construction Co., Inc.* for the Liberal Arts Campus Infrastructure North Loop project.
4. \$ 73,723 to *Angeles Contractor, Inc.* for construction of the Pacific Coast Campus Walnut Avenue entrance parking lot.
5. \$ 41,718 to *GRD Consulting LLC* for professional facility planning and technical support for district-wide construction projects for March 2011.

Student Financial Aid Fund 74

1. \$ 29,500 to *ASB (Associated Student Body) Bank* to cover grants for Project Launch students.

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Restricted General Fund 12

2010-2011 Revised Budgets:

FosterCare & Kinship Program \$ 2,000

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 93150.9 – With *Chancellor's Office, California Community Colleges*, for Capital Outlay Grant Financing for the Multi-Disciplinary Academic Building Project. The amount of funding for Fiscal Year 2011-2012 will not exceed \$3,500,000. The total amount of funding for the project is \$10,571,000.

CN 93154.5 – Ratify – With *U.S. Small Business Administration*, to provide funding for the Small Business Development Center program effective January 1, 2011 through December 31, 2011. Amount of funding is \$1,417,316.

Bond Contract Awards

CN 22046.2 – With *Alley Cat Development, Inc.*, for the Sheet Metal Shop Retrofit project at the Pacific Coast Campus for a total contract amount not to exceed \$84,780, paid from General Obligation Bond Fund. Per Public Contract Code §20651, the District is awarding to the lowest responsible bidder and rejecting all others.

CN 22046.3 – With *Alley Cat Development, Inc.*, for the Building K Canopy project at the Liberal Arts Campus for a total contract amount not to exceed \$84,770, 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 22004.7 – With *Rachlin Architects, Inc.*, Amendment #10, to change the termination date from June 30, 2011 to June 30, 2012, at no additional cost.

CN 22028.1 – With *Twining Laboratories, Inc.*, Amendment #3, to increase the contract amount by \$200,000 for a total contract amount not to exceed \$750,000, paid from General Obligation Bond Fund.

CN 22028.6 – With *LSA Associates, Inc.*, Amendment #2, to change the termination date from June 30, 2011 to June 30, 2013, at no additional cost.

CN 22029.2 – With *Ninyo & Moore Geotechnical Consultants*, Amendment #3, to change the termination date from June 30, 2011 to June 30, 2012, at no additional cost.

CN 22029.3 – With *Americec, Inc.*, Amendment #4, to change the termination date from June 30, 2011 to June 30, 2013, at no additional cost.

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CN 22029.8 – With *SCA Environmental, Inc.*, Amendment #1, to change the termination date from June 30, 2011 to June 30, 2012, at no additional cost.

CN 22029.9 – With *Professional Service Industries, Inc.*, Amendment #1, to change the termination date from June 30, 2011 to June 30, 2012, at no additional cost.

CN 22030.1 – With *ATC Associates, Inc.* Amendment #1, to change the termination date from June 30, 2011 to June 30, 2012, at no additional cost.

CN 22030.2 – With *Winzler & Kelly*, Amendment #3, to change the termination date from June 30, 2011 to June 30, 2012, at no additional cost.

CN 22031.2 – With *P2S Engineering, Inc.*, Amendment #3, to change the termination date from June 30, 2011 to August 31, 2011, at no additional cost.

CN 22033.7 – With *Martinez Architects, Inc.*, Amendment #5, to increase the contract amount by \$9,507 for a total contract amount not to exceed \$443,740, paid from General Obligation Bond Fund.

CN 22038.6 – With *Guida Surveying, Inc.*, Amendment #1, to change the termination date from June 30, 2011 to June 30, 2013, at no additional cost.

CN 99627.6 – With *Rachlin Architects, Inc.*, Amendment #19, to change the termination date from June 30, 2011 to June 30, 2012, at no additional cost.

CN 99627.7 – With *Caldwell Architects*, Amendment #9, to change the termination date from June 30, 2011 to June 30, 2012, at no additional cost.

CN 99627.9 – With *Caldwell Architects*, Amendment #13, to change the termination date from June 30, 2011 to June 30, 2012, at no additional cost.

Contract Awards

CN 99675.7 – With *Launchpad Career, Inc.*, effective June 1, 2011 through December 31, 2011 for a total contract amount not to exceed \$86,750, paid from Restricted General Fund.

CN 99675.8 – With *CalCERTS, Inc.*, effective June 1, 2011 through June 30, 2011 for a total contract amount not to exceed \$55,000, paid from Restricted General Fund.

Contract Amendments

CN 99651.3 – With *California Gang Investigators Association*, Amendment #3, to change the termination date from June 30, 2011 to June 30, 2012.

CN 99665.4 – With *Career Corner TV, Corp.*, Amendment #1, to change the termination date from April 30, 2011 to June 30, 2011, at no additional cost.

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Change Order Ratifications

CN 22036.5 – With *McCarthy Building Companies, Inc.*, Change Orders #17, #18, #19, #20 and #21 for the Design-Build Parking Structure at the Liberal Arts Campus in the amounts of (\$1,816), \$33,656, (\$12,818), \$531,605 and (\$421,702), respectively, for a total contract amount not to exceed \$19,082,816, paid from General Obligation Bond Fund. Total approved change orders represent 1.26% of the construction contract amount.

Use of Other Agencies Bids

National Purchasing Partners (NPP) – Authorization to use the contracts competitively bid through NPP with the following vendors:

Airgas, Inc.	Kompan, Inc.
Alamo Industrial	MES Municipal Emergency Services
Allsteel, Inc.	MMS
Commercial Office Interiors	Maxon Furniture, Inc.
Corporate Express dba Staples, Inc.	NewGrass LLC
Ferno-Washington, Inc.	Northwest Playground Equipment, Inc.
Global Industries, Inc.	Performance Turf International, Inc.
Goodyear Tire & Rubber Co.	Staples Advantage
Grainger Industrial Supply	Tandus
Itegra	Verizon Wireless
John Deere Co.	

Ratification of Contracts Under \$25,000

Ratify contracts under \$25,000 for the period of April 26, 2011 through May 10, 2011 as listed:

CN #50028.4	No Cost
CN #93106.6	\$ 10,000.00
CN #99662.6	\$ 23,000.00
CN #99673.3	\$ 3,686.40

PURCHASING

Purchase Order Approvals/Ratifications

Authorize the issuance of purchase orders for the period of April 18, 2011 through April 29, 2011 in the amount of \$299,821.06 as listed:

PO #67168 – PO #67261	\$ 299,821.06
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Included in the total amount of purchase orders of \$299,821.06 are the following items greater than \$25,000:

General Obligation Bond - Fund 46

PO #67212 Ewing Irrigation parts	\$ 33,926.47
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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

Personnel Commission Annual budget, 2011-2012

The Board of Trustees concurred with the 2011-2012 Personnel Commission's annual budget in the amount of \$651,338.00.

Resolution, Reduction of Classified Service

It was moved by Member Bowen, seconded by Member Uranga that the Board of Trustees adopt Resolution No. 052411B, Reduction of Classified Service.

The motion carried, all voting aye.

ACADEMIC SENATE (TITLE 5, SECTION 53203)

Review of Career/Technical Programs

The following programs submitted an Education Code 78016 Review:

Alcohol and Drug Studies

Alternative Fuels

Business Information Systems: Microcomputer Help Desk Technician

Business Information Systems: Networking

Business Information Systems: Programmer

Child Development/School Age

Child Development/Early Childhood Ed

Commercial Music: Record Producer

Commercial Music: Recording Engineer

Dietetic Service Supervisor

Electric Vehicles

Interior Design: Technical Skills Emphasis

Mechanical Maintenance Technology

Tool Designer, Manufacturing Technology

Revision to Curriculum Guide – Associate in Science in Mathematics for Transfer

It was moved by Member Bowen, seconded by Member Uranga, that the Board of Trustees approve the Associate in Science in Mathematics for Transfer.

The motion carried, all voting aye.

SUPERINTENDENT-PRESIDENT

Superintendent-President's Report

President Oakley reminded everyone that commencement is tomorrow night at Vets Stadium. Kellee Greene is our 2011 Valedictorian and is also a former Student Trustee. Another wonderful success is Michelle Pecheck who received the Jack Kent Cooke Scholarship of \$90,000 for use at any four-year university and has applied and interviewed at Yale. Mr. Oakley thanked everyone who participated in the scholarship reception at PCC. Also, he spent some time with the four President's Scholars at a luncheon today.

This year we have had many challenges, but hopes to begin the academic year on a new note. President Oakley introduced Mark Taylor to present *information only* on the oil extraction fee proposal that was presented by Mr. Peter Matthews, a professor of Cypress College, at the last Board meeting during public comments. This initiative has entered the signature gathering period. This measure would mandate a 15% fee per barrel of oil extracted in California.

State Assemblyman Warren Furutani, whose 55th Assembly District includes part of Long Beach, has authored a bill that already has made it through the House Higher Education Committee to charge large oil companies a 12.5% fee to drill oil in California. Furutani estimates that the fee would generate up to \$2 billion a year, and he would earmark that money to restore funding to the state's colleges and universities.

The Board asked for more information about this proposal to consider what action, if any, they would consider before supporting this item formally and publically. Member Bowen thought that the item was supposed to be on tonight's agenda for action, but the item was only brought for informational purposes under the superintendent's report. Since there is no final language on the proposed fees and there is no clear language to provide the Board with for a formal resolution for adoption. After all comments by members, Board President Otto requested that we agendaize the initiative that has entered the signature gathering period for discussion/consideration at an upcoming meeting.

ACADEMIC AFFAIRS

No items, no report.

STUDENT SUPPORT SERVICES

Academic Calendars – 2012-2013 and 2013-2014

It was moved by Member Clark, seconded by Member Uranga, that the Board of Trustees approve the final 2012-2013 and 2013-2014 16-week academic calendars.

The motion carried, all voting aye.

ADMINISTRATIVE SERVICES

Resolution, Agreement with Office of Statewide Health Planning and Development

It was moved by Member Uranga, seconded by Member Kellogg, that the Board of Trustees adopt Resolution No. 052411B authorizing the District to enter into agreement number 11-2061 (locally referred to as CN 93154.2) with the Office of Statewide Health Planning and Development effective July 1, 2011 through June 30, 2013. The amount of funding is \$75,000.

The motion carried, all voting aye.

Revised District Policies: 6006 & 7010

It was moved by Member Kellogg, seconded by Member Clark, that the Board of Trustees adopt the following revised policies:

- Policy 6000 (Computer Software Usage) - **DELETED AND INCORPORATED INTO 6006**
- Policy 6006 (Computer, Telecommunications and Classroom Technology Use)
- Policy 7010 (Sex Crimes)

The motion carried, all voting aye.

Revised Administrative Regulations 6006 & 7010

The revised regulations were submitted for informational purposes only.

Administrative Regulations 6000 (Computer Software Usage) - **DELETED AND INCORPORATED INTO 6006**

Administrative Regulation 6006 (Computer, Telecommunications and Classroom Technology Use)

Administrative Regulation 7010 (Sex Crimes)

2010 Annual Report on Campus Crime

Ann-Marie Gabel, Vice President, Administrative Services introduced Lieutenant Julie Prior of the Long Beach Police Department, who in accordance with the Crime Awareness and Campus Security Act of 1990, presented the Annual Report on Campus Crime occurring on the Long Beach City College campuses during 2010.

PACIFIC COAST CAMPUS

No Items, no report.

ECONOMIC AND RESOURCE DEVELOPMENT

No items, no report.

ACADEMIC SENATE

Kevin Ryan commended the ASLO sub-committee of the curriculum committee for their excellent work they are doing to get through the SLO's, program level outcomes, as well as currently the general education outcomes.

TRUSTEES COMMUNICATIONS

Trustee Uranga announced that he will be attending the NAFSTA conference this week.

NEW BUSINESS

There was no new business.

FUTURE REPORTS

There were no new requests for future reports.

ADJOURNMENT

President Otto adjourned the meeting at 7:45 p.m. The next regular meeting of the Board of Trustees will be held on June 14, 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. at the Pacific Coast Campus, Building FF, Dyer Assembly Hall, 5:00 p.m.

Assistant Secretary