

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

**Minutes of Meeting of
December 13, 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 December 13, 2011.

CALL TO ORDER

The meeting was called to order at 4:30 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 5:05 p.m., in Building T, Room 1100, Liberal Arts Campus. President Otto reported that, in closed session, no action was taken.

PLEDGE OF ALLEGIANCE

Lou Ann Bynum led the Pledge of Allegiance.

ROLL CALL

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

WELCOME AND INTRODUCTIONS

President Otto welcomed everyone to the meeting. Superintendent-President Oakley asked that Grant Boyer share with the Board the “Chief of Police for a Day” competition winners.

APPROVAL OF MINUTES

It was moved by Member Bowen, seconded by Member Clark, that the minutes of the meeting of, November 8, 2011, be approved as distributed.

The motion carried, Bowen, Clark, Kellogg and Otto all voting aye; Uranga abstained.

ORDERING OF THE AGENDA

President Otto announced that item 12.14, 12.15 and report of Academic Senate would be moved to immediately after the Student Trustee report.

REPORT OF BOARD OF TRUSTEES

Committee Reports

There were no committee reports.

STUDENT TRUSTEE

Student Trustee Leinen thanked the Board, administrators, and staff, for attending the ASB Leadership Awards Banquet honoring Viking awards recipients and past and new ASB cabinet members. Ms. Leinen said that the students are excited about the 16-week calendar and hoping that in light of the budget issues that there might be an option of having a winter session.

ADMINISTRATIVE SERVICES

2010-11 District Audit and Measure E (2002 and 2008) Financial Audits

It was moved by Member Bowen, seconded by Member Clark, that the Board of Trustees receive the 2010-11 District Audit covering the Long Beach Community College District, the LBCC Auxiliary Inc., and the Associated Student Body. An additional report also covers the financial audit of the District's General Obligation Bond Funds, established by Measures E 2002 and 2008, as required by Proposition 39.

The motion carried, all voting aye.

2010-2011 Measure E (2002 and 2008) Performance Audits

It was moved by Member Clark, seconded by Member Bowen, that the Board of Trustees receive and approve the 2010-11 Measure E (2002 and 2008) Performance Audits covering the Long Beach Community College District's General Obligation Bonds, as required by Proposition 39.

The motion carried, all voting aye.

ACADEMIC SENATE

Sabbaticals in Support of Student Learning & Student Success

Jeff Wheeler and Trish Alexander reported on their sabbaticals and their experiences that they believe would benefit other faculty and the college.

ADJOURNMENT FOR HOLIDAY REFRESHMENTS HOSTED BY: LBCC BOARD OF TRUSTEES

At 5:45 p.m., Board President Otto announced that the Board of Trustees would like everyone to go to Room 1200 and join them for some hot chocolate, coffee, and cookies.

Member Kellogg left the meeting following the refreshments.

RECONVENE OPEN SESSION

The meeting reconvened at 6:00 p.m.

PUBLIC COMMENTS ON AGENDA ITEMS

Lynn Shaw spoke about the support for sabbaticals and is asking that the Board consider approving the eight sabbaticals approved by the Sabbatical Committee this year.

The following items were part of the Consent Agenda

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HUMAN RESOURCES (Academic)

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

APPOINTMENTS

New Contract Faculty	3
Hourly Instructor – Fall 2011	1
Stipend	37

IN-SERVICE CHANGES

Change of Assignment	3
Change of Title	7
Leave of Absence without Pay	2

HUMAN RESOURCES (Classified)

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

APPOINTMENTS

Probationary	5
Working Out of Class	2
Reinstatement	2
Temporary	5
Exempt from the Merit System	17

IN SERVICE CHANGES

Mileage	1
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SEPARATION FROM THE DISTRICT

Layoff Due to Lack of Work/Funds	1
Resignation	1

FISCAL SERVICES

FINANCE

Budget Transfers

That the Board of Trustees approve the following actions:

Budget Transfer numbers 140282, 140327, 140372, 140439, 140484, 140538, 140583, 140592, 140605, 140607, 140662, 140666, and 140672 for the Unrestricted General Fund 01 in the amount of \$15,609 as listed:

From: Classified Salaries	\$	4,756	
Employee Benefits		1,511	
Supplies		1,227	
Services and Operating Expenses		8,115	\$ <u>15,609</u>
To: Academic Salaries	\$	2,500	

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Classified Salaries	2,199	
Employee Benefits	171	
Supplies	4,108	
Services and Operating Expenses	3,243	
Equipment	3,388	\$ <u>15,609</u>

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

Budget Transfer numbers 140286, 140329, 140374, 140388, 140409, 140452, 140481, 140490, 140536, 140539, 140543, 140580, 140584, 140618, 140635, 140638, and 140663 for the Restricted General Fund 12 in the amount of \$271,817 as listed:

From: Academic Salaries	\$	18,336	
Classified Salaries		2,756	
Employee Benefits		7,823	
Supplies		6,316	
Services and Operating Expenses		111,825	
Equipment		32,404	
Reserve/Student Payments		<u>92,357</u>	\$ <u>271,817</u>
To: Academic Salaries	\$	6,629	
Classified Salaries		92,301	
Employee Benefits		20,535	
Supplies		38,005	
Services and Operating Expenses		114,130	
Equipment		<u>217</u>	\$ <u>271,817</u>

Included in the budget transfers of \$271,817 for the Restricted General Fund 12 are the following transfers greater than \$25,000:

<u>AT</u>	<u>From:</u>		<u>Amount</u>
140388	514000-12-684710-8698	Professional Services	\$ 79,300
	<u>To:</u>		
	233000-12-684710-8698	Classified Hourly NI Salaries	\$ 70,000
	395000-12-684710-8698	NI Staff Benefits	\$ 9,100
	458000-12-684710-8698	Software	\$ 200

To cover salary and benefit expenses for Classified Hourly payrolls through December 2011 for the Goldman Sachs 10,000 Small Businesses Program.

<u>AT</u>	<u>From:</u>		<u>Amount</u>
140536	589000-12-684700-8685	Other Services	\$ 28,800
	<u>To:</u>		
	211000-12-684700-8685	Classified NI Manager Salaries	\$ 20,000
	395000-12-684700-8685	NI Staff Benefits	8,800

To cover anticipated expenses for Strategic Planning Event for the Small Business Development Center.

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<u>AT</u>	<u>From:</u>		<u>Amount</u>
140539	790100-12-695000-0070	Reserves	\$ 84,000
	<u>To:</u>		
	514000-12-695000-0070	Other Services	\$ 78,000
	564000-12-695000-0070	Rental Equipment Lease	6,000

To cover the cost of the Police Services Contract and radio frequency site lease.

<u>AT</u>	<u>From:</u>		<u>Amount</u>
140635	641000-12-093200-9710	Instructional Equipment	\$ 25,682
	<u>To:</u>		
	432000-12-093200-9710	Instructional Supplies & Materials	\$ 22,710
	438000-12-093200-9710	Software Instructional	2,972

To cover instructional supplies and software for Solar VTEA Project.

Budget Transfer number 140328 for the Capital Projects Fund 41 in the amount of \$10,000 as listed:

From: Services and Operating Expenses \$ 10,000

To: Engineering \$ 10,000

There are no budget transfers greater than \$25,000 for the Capital Projects Fund 41.

Budget Transfer numbers 140551 and 140640 for the GO Bond Measure E Fund 46 in the amount of \$349,458 as listed:

From: Services and Operating Expenses \$ 349,458

To: Construction and Additions \$ 349,458

Included in the budget transfer of \$349,458 for the GO Bond Measure E Fund 46 is the following transfer greater than \$25,000:

<u>AT</u>	<u>From:</u>		<u>Amount</u>
140640	589000-46-710400-5454	Other Services	\$ 170,046
	589000-46-710600-5654	Other Services	\$ 170,046
	<u>To:</u>		
	621000-46-710400-5437	Construction and Additions	\$ 340,092

To cover expenses for anticipated costs for the Math Tech Building.

Salary Warrants

Ratify issuance of salary warrants listed on Register Nos. 4712 - 4717 for the period of October 17, 2011 through November 18, 2011 in the amount of \$7,498,163.36 as listed:

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Register No. 4712 Issue Date 10/31/11	Warrant Nos. 105548 - 105620	\$ 5,519,520.13
Register No. 4713 Issue Date 11/10/11	Warrant Nos. 105621 – 105755	947,264.79
Register No. 4714 Issue Date 11/10/11	Warrant Nos. 105756 – 105781	274,863.27
Register No. 4715 Issue Date 11/10/11	Warrant Nos. 105782 – 106145	378,247.05
Register No. 4716 Issue Date 11/16/11	Warrant Nos. 106146 – 106161	34,135.12
Register No. 4717 Issue Date 11/16/11	Warrant Nos. 106162 – 106182	344,133.00

Total Salary Warrants Issued: \$ 7,498,163.36

Commercial Warrants

Ratify issuance of commercial warrants listed for the period of October 17, 2011 through November 18, 2011 in the amount of \$7,921,946.51.

Unrestricted General Fund 01	\$ 3,542,689.76
Restricted General Fund 12	987,733.30
Child and Adult Development Fund 33	18,433.28
Capital Outlay Projects Fund 41	500,208.63
General Obligation Bond Fund 46	1,684,561.08
Veterans' Stadium Operations Fund 58	24,929.14
Community/Contract Education Fund 59	7,052.63
Self-Insurance Fund 61	4,141.37
Student Financial Aid Fund 74	56,240.00
Payroll Clearing Fund 76	400,851.19
Retiree Benefits Fund 79	<u>695,106.13</u>

Total Commercial Warrants: \$ 7,921,946.51

Included in the total warrant expenditures of \$7,921,946.51 are the following payments greater than \$25,000, excluding utilities and employee benefits:

Unrestricted General Fund 01

1. \$ 47,606 to *Pacific Ford* for purchase and registration of 2 district vehicles.

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2. \$ 33,479 to *ECS Imaging, Inc.* for LaserFiche computer software license renewals.
3. \$ 31,933 to *Dell Marketing, L.P.* for computer hardware.
4. \$ 30,217 to *Dell Financial Services* for lease agreement for district-wide servers.
5. \$ 27,530 to *Apple Computer, Inc.* for 20 iMac computers with warranties for faculty.

Restricted General Fund 12

1. \$ 215,213 to *El Camino Community College District* for hosting a service center for the Small Business Development Center Network.
2. \$ 186,420 to *Pacific Coast Regional* for hosting a service center for the Small Business Development Center Network.
3. \$ 147,931 to *Santa Monica Community College District* for hosting a service center for The Small Business Development Center Network
4. \$ 46,260 to *Vivian Shimoyama* for consulting services for the 10,000 Small Business Program from May 2011 to July 2011.
5. \$ 28,750 to *Launchpad Careers, Inc.* for career services for the Skyline Innovation Challenge grant from July 2011 to September 2011.

Capital Outlay Projects Fund 41

1. \$ 413,081 to *Bayley Construction* for renovation of the Pacific Coast Campus Multi-Disciplinary Academic Building.
2. \$ 51,645 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. \$ 786,646 to *Cordoba Corporation* for bond project construction management for September 2011 and October 2011.
2. \$ 232,443 to *G2K Construction, Inc.* for the Building I Bookstore Renovation.
3. \$ 101,832 to *Green Giant Landscape, Inc.* for the Lew Davis Parking Lot & Landscape.
4. \$ 97,391 to *Martinez Architects, Inc.* for architectural services for the Building A Student Services Retrofit at the Liberal Arts Campus Bookstore.
5. \$ 67,040 to *GRD Consulting LLC* for professional facility planning and technical support for district-wide construction projects for September 2011 and October 2011.
6. \$ 57,375 to *Henrikson Owen & Associates* for engineering services related to the Pacific Coast Campus Infrastructure Repair Project.
7. \$ 56,690 to *AMG & Associates, Inc.* for Building O Renovations.
8. \$ 37,610 to *Public Agency Law Group* for legal services rendered in August 2011 and September 2011.
9. \$ 32,875 to *Lynne Capouya, Inc.* for landscape architectural services for the Liberal Arts and Pacific Coast Campuses in September 2011.
10. \$ 25,830 to *Citibank USA, N.A.* for escrow retention for the Building I Retrofit Construction.

Student Financial Aid Fund 74

1. \$ 56,240 to *Long Beach City College* for transfer from the Los Angeles County Office of Education to Farmers and Merchants Bank for disbursement through the

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direct deposit system for the Scholarships for Disadvantaged Nursing Students Program.

Budget Increase (Decrease)

Restricted General Fund 12

2011-2012 Budget Revisions:

Upward Bound Program 9081	\$	(8,197)
Upward Bound Program 9071	\$	65

ACADEMIC AFFAIRS, STUDENT SUPPORT, AND ADMINISTRATIVE SERVICES

Donations

Accept the cash donation of \$3,490 from *Audrey J. Burge* for the purchase and installation of three (3) toilets for the women's restroom in Building P at the Liberal Arts Campus and request a letter of appreciation be sent.

Accept the cash donation of \$5,000 from *Anthem Blue Cross* for the Wellness Program and request a letter of appreciation be sent.

Accept the cash donation of \$20,000 from *Anthem Blue Cross* for the Wellness Program and request a letter of appreciation be sent.

Declare as Surplus

Declare Trane Series R Chiller, Model # RTWA070AYE01D3D1W, Serial # U99K02905 located in the warehouse of Building O2 as surplus and authorize the disposal in accordance with Education Code § 81452.

Declare the following telephone systems: Nortel Option 81, Nortel Option 61, Nortel Mini-Option 11 and 2100 used Meridian telephones utilized at the Liberal Arts and Pacific Coast campuses as surplus and authorize the disposal in accordance with Education Code § 81452.

Acceptance of Project Completion

CN 22038.2 – With *Cavecche Engineering & Construction Company, Inc.*, for the Infrastructure North Loop project at the Liberal Arts Campus for a total fee of \$4,014,919.85. Project was completed on November 19, 2011.

CN 22046.2 – With *Alley Cat Development, Inc.*, for the Sheet Metal Shop Retrofit project at the Pacific Coast Campus for a total fee of \$93,071.50. Project was completed on October 24, 2011.

Institutional Memberships

Amend the 2011-2012 Institutional Membership list to include:

Los Angeles County Business Federation \$15,000
(Paid by Economic and Resource Development)

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

Grant/Revenue Agreements

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CN 93092.2 – With *Verizon California, Inc.*, Amendment #3, to exercise the second of three (3) five-year options to extend the lease through March 31, 2017 and increase the monthly rent to \$15,795.

CN 93127.5 – With *Radnet Management, Inc.*, Amendment #1, to extend the lease through September 30, 2018.

CN 93157.3 – With *El Camino Community College District*, to provide funding effective December 13, 2011 through February 28, 2013. Amount of funding is \$75,000.

Bond Contract Awards

CN 22048.6 – With *Ocean State Development, Inc.*, for the Bldg. I Landscape & Parking Lot project at the Liberal Arts Campus for a total contract amount not to exceed \$189,868, 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 22048.7 – With *Ian Thomas Group, Inc.*, for the Infrastructure Repair project at the Pacific Coast Campus for a total contract amount not to exceed \$841,400, including two alternates, 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 22029.2 – With *Ninyo & Moore Geotechnical Consultants*, Amendment #4, to increase the contract amount by \$100,000 for a total contract amount not to exceed \$550,000, paid from General Obligation Bond Fund.

Contract Awards

CN 99680.6 – With *Long Beach Unified School District (LBUSD)*, effective July 1, 2011 through June 30, 2012 for a total contract amount not to exceed \$65,870, paid from the Restricted General Fund.

CN 99682.9 – With *Lynn Stewart dba Red Leaf Global*, effective January 1, 2012 through December 31, 2012 for a total contract amount not to exceed \$54,720, paid from Restricted General Fund.

CN 99683.1 – With *Megan Fate Marshman*, effective January 1, 2012 through December 31, 2012 for a total contract amount not to exceed \$57,600, paid from Restricted General Fund.

CN 99683.2 – With *Proamerica Capital Group*, effective January 1, 2012 through December 31, 2012 for a total amount not to exceed \$90,000, paid from Restricted General Fund.

CN 99683.3 – With *Alpha Business Bridge*, effective January 1, 2012 through December 31, 2012 for a total amount not to exceed \$90,000, paid from Restricted General Fund.

CN 99683.4 – With *IMO Ventures, Inc., dba IMM Management*, effective January 1, 2012 through January 31, 2013 for a total contract amount not to exceed \$95,000, paid from Restricted General Fund.

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CN 99683.5 – With *Vivian Shimoyama dba Breakthru Unlimited* effective January 1, 2012 through January 31, 2013 for a total contract amount not to exceed \$80,000, paid from Restricted General Fund.

CN 99683.6 – With *James M. Hansen* effective January 1, 2012 through January 31, 2013 for a total contract amount not to exceed \$47,500, paid from Restricted General Fund.

CN 99683.7 – With *Bruce Sparks*, effective January 1, 2012 through December 31, 2012 for a total contract amount not to exceed \$43,200, paid from Restricted General Fund.

CN 99683.8 – With *Lindsay Berg dba Se Reed Media*, effective January 1, 2012 through December 31, 2012 for a total contract amount not to exceed \$28,800, paid from Restricted General Fund.

CN 99683.9 – With *Samantha Sproson*, effective January 1, 2012 through December 31, 2012 for a total contract amount not to exceed \$34,560, paid from Restricted General Fund.

CN 99684.1 – With *Titan Empire, Inc., dba The Titan Group, Professional Investigations*, effective October 14, 2011 through June 30, 2014 for a total contract amount not to exceed \$36,000, paid from the Unrestricted General Fund.

CN 99684.2 – With *Santa Clarita Community College District*, effective January 1, 2012 through December 31, 2012, for a total contract amount not to exceed \$300,000, paid from Restricted General Fund.

CN 99684.3 – With *El Camino Community College District*, effective January 1, 2012 through December 31, 2012, for a total contract amount not to exceed \$300,000, paid from Restricted General Fund.

CN 99684.4 – With *Economic Development Collaborative – Ventura County*, effective January 1, 2012 through December 31, 2012, for a total contract amount not to exceed \$300,000, paid from Restricted General Fund.

CN 99684.5 – With *Pacific Coast Regional Small Business Development Corporation*, effective January 1, 2012 through December 31, 2012, for a total contract amount not to exceed \$200,000, paid from Restricted General Fund.

CN 99684.6 – With *Santa Monica Community College District*, effective January 1, 2012 through December 31, 2012, for a total contract amount not to exceed \$300,000, paid from Restricted General Fund.

CN 99684.7 – With *Cal State L.A. University Auxiliary Services, Inc.*, effective January 1, 2012 through December 31, 2012, for a total contract amount not to exceed \$75,000, paid from Restricted General Fund.

Contract Amendments

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CN 99648.8 – With *Cybersource, Inc.*, Amendment #2, to extend the contract through December 31, 2012 and increase the amount by \$6,000 for a total contract amount of \$30,000, paid from Unrestricted General Fund.

CN 99671.6 – With *Santa Clarita Community College District*, Amendment #2, to increase the contract amount by \$4,000 for a total contract amount not to exceed \$564,000, paid from Restricted General Fund.

CN 99671.8 – With *Cal State L.A. University Auxiliary Services, Inc.*, Amendment #1, to increase the contract amount by \$4,000 for a total contract amount not to exceed \$104,000, paid from Restricted General Fund.

Change Order Ratifications

CN 22041.6 – With *Bayley Construction*, Change Order #6 for the MDAB Renovation project at the Pacific Coast Campus in the amount of \$74,896, for a total contract amount not to exceed \$22,451,694.40, paid from General Obligation Bond Fund. Total approved change orders represent 1.17% of the contract amount.

CN 22044.2 – With *G2K Construction, Inc.*, Change Orders #4 and #5, for the Bldg. I Bookstore project at the Liberal Arts Campus in the amounts of \$10,000 and \$19,086, respectively, for a total contract amount not to exceed \$2,089,177, paid from General Obligation Bond Fund. Total approved change orders represent 5.04% of the contract amount.

CN 22046.2 – With *Alley Cat Development, Inc.*, Change Order #1 for the Sheet Metal Shop Retrofit project at the Pacific Coast Campus in the amount of \$8,291.50, for a total contract amount not to exceed \$93,071.50, paid from General Obligation Bond Fund. Total approved change order represents 9.78% of the contract amount.

Use of Other Agencies Bids

City of Los Angeles Contract #59112 – With *Unisource Worldwide, Inc.*, for janitorial products and supplies limited to: sanitary papers, all-purpose wipers and rags, feminine hygiene and personal care, brooms, dust pans and dusters, mops and rags, scrapers, trash cans, trigger sprayers and pumps, cleaning chemical products, and green certified cleaning chemical products. Contract effective December 1, 2009 through September 30, 2012.

City of Los Angeles Contract #59186 – With *Empire Cleaning Supply*, for janitorial products and supplies limited to: brushes, buckets, squeegees, cleaning chemical products, and green certified cleaning chemical products. Contract effective May 25, 2010 through September 30, 2012.

U.S. Communities Contract #05091 – With *Home Depot U.S.A., Inc.* for maintenance and hardware supplies and with *HD Supply Facilities Maintenance, Ltd.* for the purchase of Maintenance, Repair and Operating (MRO) Supplies which includes window coverings, effective August 1, 2011 through July 31, 2014 with the option to extend for additional one-year terms up to a maximum of three years.

Ratification of Contracts Under \$25,000

Ratify contracts under \$25,000 for the period of October 25, 2011 through November 28, 2011 as listed:

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CN 22048.1	\$ 4,900
CN 50026.9	No Cost
CN 50029.5	No Cost
CN 50029.7	No Cost
CN 50030.1	No Cost
CN 93156.3	\$ 8,000
CN 93156.9	\$ 13,750
CN 95004.3	No Cost
CN 99670.3	No Cost
CN 99674.1	\$ 4,512
CN 99682.3	\$ 5,000
CN 99684.8	\$ 4,000

PURCHASING

Purchase Order Approvals/Ratifications

Authorize the issuance of purchase orders for the period of October 17, 2011 through November 18, 2011, in the amount of \$403,405.58 as listed:

PO #68362 – PO #68494 \$403,405.58

Included in the total amount of purchase orders of \$403,405.58 are the following items greater than \$25,000:

Unrestricted General Fund – 01

PO #68435	<i>Image IV Systems Inc.</i>	\$81,962.99
	District copier maintenance agreement	
PO #68433	<i>ECS Imaging Inc.</i>	\$33,479.00
	Support & consulting for Laserfiche software	

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

The motion carried, all voting aye; Member Kellogg absent.

HUMAN RESOURCES

Resolution, Board Member Absence Compensation

It was moved by Member Clark, seconded by Member Bowen, that the Board of Trustees adopt Resolution No. 121311A, authorizing compensation to Board Member Roberto Uranga for the Board of Trustees' meeting of November 8, 2011, from which he was absent.

The motion carried, all voting aye; Member Kellogg absent.

Presentation of District Initial Bargaining Proposal to LBCCE/AFT

The LBCCE/AFT Initial Proposal dated December 13, 2011 for reopener negotiations for 2011-12 with AFT/LBCCE was presented as information to the Board of Trustees.

Members of the general public will be provided the opportunity to address the Board on the initial proposal after the public has been given no less than fourteen (14) calendar days to review it. The public hearing will held at the meeting of the Board of Trustees on January 24, 2011.

ARTICLE IX - PAY AND ALLOWANCES

- Appendix A in accordance with State budget
- Holiday compensation

ARTICLE XI – HEALTH AND WELFARE BENEFITS

- To be determined based on budget
- Contribution rates

ARTICLE XXVII – NEGOTIATIONS

- Modify Leave article for efficiency of District business

Presentation of LBCCE/AFT Initial Bargaining Proposal to District

The LBCCE/AFT Initial Proposal dated December 13, 2011 for reopener negotiations with the District 2011-12 was presented as information to the Board of Trustees.

Members of the general public will be provided the opportunity to address the Board on the initial proposal after the public has been given no less than fourteen (14) calendar days to review it. The public hearing will held at the meeting of the Board of Trustees on January 24, 2011.

ARTICLE IX - PAY AND ALLOWANCES

- Provide a salary increase reflective of the excellent service of the Classified Staff
- Add longevity step K for 35 years of service

ARTICLE XI – HEALTH AND WELFARE BENEFITS

- Restore vested rights already earned by employees hired prior to June 30, 2003

ARTICLE XXV – STAFF DEVELOPMENT

- Apply terms of staff development equitably to all
- Clarify “job related” majors in relationship to “current job duties”
- Clarify “course work taken at an accredited community college, college or university, or adult school”
- Encourage out of class experiences
- Reinststitute Classified Staff Development Day

ACADEMIC SENATE (TITLE 5, SECTION 53203)

Approval of Certificates of Accomplishment

It was moved by Member Clark, seconded by Member Uranga, that the Board of Trustees approve the following Certificates of Accomplishment:

Type I: Business Digital Literacy

Green Design Technology

Type II: Dietetics Formula Room Technician

The motion carried, all voting aye; Member Kellogg absent.

Information Competency Graduation Requirement

It was moved by Member Bowen, seconded by Member Clark, that the Board of Trustees approve the fulfillment of the Technology Component of the Information Competency proficiency requirement through the completion of a degree in a related discipline.

The motion carried, all voting aye; Member Kellogg absent.

New Course Recommendations

It was moved by Member Bowen, seconded by Member Uranga, that the Board approve the following new courses for Fall 2012:

BUSINESS AND SOCIAL SCIENCES:

CULAR 202, Culinary Skills and Principles (5.5)
CULAR 211, Garde Manger (5.5)
CULAR 212, Classical Cuisine (5.5)
CULAR 216, American Regional Cuisine (3.0)
CULAR 217, Vegetarian & Specialty Cuisine (3.0)
CULAR 218, Asian Cuisine (3.0)
CULAR 219, World Cuisine (3.0)
COSS 272, Forensics Digital Analysis and Validation (4.0)
COSS 273, Computer Forensics and Analysis (4.0)
CS 21B, Java: Computer Science 2 (4.0)
BCOM, Business Writing (3.0)

CREATIVE ARTS AND APPLIED SCIENCES:

ID 40, Advanced Cad for Interior Design (3.0)
ID 45, Codes, Systems & Specifications (2.0)
ID 55, Digital Illustration (3.0)

LANGUAGE ARTS:

ESL 860, Reading & Vocabulary 1 (5.0)
ESL 861, Reading & Vocabulary 2 (5.0)
ESL 862, Reading & Vocabulary 3 (5.0)
ESL 863, Reading & Vocabulary 4 (5.0)

STUDENT SUCCESS:

LEARN 11H, Honors Learning & Academic Strategies (3.0)
The motion carried, all voting aye; Member Kellogg absent.

Revisions to Curriculum Guide for Associate in Science in Business Administration for Transfer

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

The motion carried, all voting aye; Member Kellogg absent.

Revisions to Curriculum Guide for Associate in Arts in English for Transfer

It was moved by Member Clark, seconded by Member Bowen, that the Board of Trustees approve the Associate in Arts in English for Transfer.

The motion carried, all voting aye; Member Kellogg absent.

Additional Courses to General Education Plans A & B

It was moved by Member Uranga, seconded by Member Clark, that the Board of Trustees approve the addition of one (1) course to General Education Plan A: COUNS 2 Making a Difference with Mentoring in the Communication and Analytical Thinking area; add four (4) courses to General Education Plan B: COUNS 2 Making a Difference with Mentoring in Area E; CDECE 19 Health, Safety and Nutrition DS7 in Area E; CDECE 48 Child, Family and Community in Area D0 or D7; and CDECE 61 Teaching in a Diverse Society in Area D3.

The motion carried, all voting aye; Member Kellogg absent.

SUPERINTENDENT-PRESIDENT

Update on Accreditation

This informative item was pulled and will be reported at the meeting of January 24, 2012.

2012-2016 Educational Master Plan

Dr. Eva Bagg, Associate Dean, Institutional Effectiveness, presented an overview of the process used by the College Planning Committee to develop the 2011-2016 Educational Master Plan and focused on the target measures included in the Plan. The final Educational Master Plan was approved by the College Planning Committee on December 6, 2011.

Superintendent-President's Report

President Oakley commented on the presentation of the Educational Master Plan. He said that it was a clear departure from where we were with the previous EMP as the new one offers clear objectives that are measurable, clearly focused on improving outcomes for our students. The work will be challenging and will require us to focus time and attention to make students better prepared. Mr. Oakley said that Valencia Community College received the Aspen Prize and is a good model and is a great example on how to close achievement gaps. Thanks to all faculty and staff who work on the Promise Pathways. A workshop was scheduled to provide opportunities for dialog and collaboration. Thanks to faculty, staff, and trustees for getting through another successful and challenging year. Midyear, the State has announced that it will impose "trigger 2" cuts which will nearly be two million dollars to LBCC on top of what other cuts we already have experienced and is equivalent to 600 FTEs that we will shrink. Lastly, President Oakley asked that we remember the recent loss of a great supporter to the three institutions of the LB College Promise, Shaun Lamachi, who died in a tragic car accident.

ACADEMIC AFFAIRS

Materials Fees

**Minutes, Meeting of the Board of Trustees
December 13, 2011**

It was moved by Member Bowen, seconded by Member Clark, that the Board of Trustees approve materials fees for courses offered in the following department to cover the cost of materials. The fees will be paid at the time of registration.

SCHOOL OF BUSINESS AND SOCIAL SCIENCE

COSS 272, Forensics Digital Analysis and Validation \$3

COSS 273, Computer Forensics and Analysis \$3

COSA 214, Records Management and Filing \$3

CS 21B, Java: Computer Science 2 \$3

The motion carried, all voting aye; Member Kellogg absent.

STUDENT SUPPORT SERVICES

No items, no report.

ADMINISTRATIVE SERVICES

Resolution, 2011-12 Proposed State Categorical Program Transfer

It was moved by Member Bowen, seconded by Member Uranga, adopt Resolution No. 121311B authorizing the transfer of \$1.00 from the Equal Employment Opportunity program (formerly Staff Diversity) to the Basic Skills Initiative program.

The motion carried, all voting aye; Member Kellogg absent.

PACIFIC COAST CAMPUS

No items, no report.

ECONOMIC AND RESOURCE DEVELOPMENT

No items, no report.

TRUSTEES COMMUNICATIONS

Trustee Uranga thanked the Trustees for their support by attending his reception at ACCT Congress in Dallas; he especially liked the photos. Board President Otto talked about the CCLC 2011 Annual Conference in San Jose in November where the Board participated in various workshops.

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 comments.

ADJOURNMENT

President Otto adjourned the meeting at 6:59 p.m. The next regular meeting of the Board of Trustees will be held on January 24, 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