

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

**Minutes of Meeting of
May 8, 2012**

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 May 8, 2012.

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 5:10 p.m., in Building T, Room 1100, Liberal Arts Campus. President Otto reported that, in closed session, no action was taken.

PLEDGE OF ALLEGIANCE

Amy Leinen led the Pledge of Allegiance.

ROLL CALL

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

Absent: Member Clark

WELCOME AND INTRODUCTIONS

President Oakley welcomed Connie Sears, Dean, Student Affairs, Physical Education and Athletics. Ms. Sears introduced Chris Oeding, Men's and Women's Water Polo and Swimming Coach; Casey Crook, Baseball Coach; Melissa Angel, Softball Coach; Mike Reisbig, Football Coach; and Jonathan Charette, Matt Silva, Brett Massetti, Men's Volleyball Coaches. The coaches announced and introduced some of the students and emphasized some of their athletic and academic successes. Many of these students will be transferring out of LBCC. President Oakley thanked the coaches for all their work with our students.

ORDERING OF THE AGENDA

President Otto announced that 11.1, 2012 Phi Theta Kappa All California Academic Team Award Recipients would be moved up to allow for scheduling conflicts, and so would the Update

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on Curriculum and Student Success Initiatives - Theatre, Dance and Film Department, reporting under Academic Senate.

STUDENT SUPPORT SERVICES

2012 Phi Theta Kappa All California Academic Team Award Recipients

Dr. Greg Peterson presented Long Beach City College student, Andrew Meyer, with the 2012 Phi Theta Kappa All California Academic Team Award. Photos were taken with President Oakley and Board President Otto.

ACADEMIC SENATE

Update on Curriculum and Student Success Initiatives – Theatre, Dance and Film Department

Ms. Janice Tomson introduced Sheree King, Chair, Theatre, Dance & Film Department, who brought dance students to perform as part of the presentation, while Ms. King provided background information explaining the curriculum and success of these students. Mr. Greg Mortensen provided more information on the theatre program accomplishments.

APPROVAL OF MINUTES

It was moved by Member Kellogg, seconded by Member Uranga, that the minutes of the meeting of, April 24, 2012, be approved as distributed. The motion carried, all voting aye.

REPORT OF BOARD OF TRUSTEES

Resolution, Classified School Employee Week

It was moved by Member Kellogg, seconded by Member Uranga, that the Board of Trustees, adopt Resolution No. 050812A declaring the week of May 20-26, 2012, as Classified School Employee Week in the Long Beach Community College District.

The motion carried, all voting aye.

Committee Reports

There were no committee reports.

STUDENT TRUSTEE

Ms. Leinen said that the ASB election results (new officers) will be welcomed at the ASB awards dinner on May 11. Ms. Leinen mentioned that there is a lot of discussion about the budget cuts, November tax initiatives, and the recent campus forums on Promise Pathways.

PUBLIC COMMENTS ON AGENDA ITEMS

Dr. Lynn Shaw talked about the tentative agreement between CCA and the District that the faculty will vote on soon, and her concerns about item 5.3 with regards to the reduction in force.

The following items were part of the Consent Agenda

HUMAN RESOURCES (Academic)

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

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APPOINTMENTS

Hourly Instructor – Spring 2012	3
Hourly Non-Instructional Faculty – Spring 2012	1
Stipend	10

HUMAN RESOURCES (Classified)

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

APPOINTMENTS

Probationary	1
Transfer	1
Temporary	2
Exempt from the Merit System	7

SEPARATION FROM THE DISTRICT

Deceased	1
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FISCAL SERVICES

Approve the following actions:

Budget Transfers

Budget Transfer numbers 142396, 142415, 142429, and 142455 for the Unrestricted General Fund 01 in the amount of \$1,406 as listed:

From:			
	Services and Operating Expenses		\$ <u>1,406</u>
To:	Classified Salaries	\$ 487	
	Employee Benefits	64	
	Supplies	752	
	Equipment	<u>103</u>	\$ <u>1,406</u>

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

Budget Transfer numbers 142371, 142373, 142450, 142463, 142472, and 142493 for the Restricted General Fund 12 in the amount of \$37,683 as listed:

From:	Academic Salaries	\$ 1,148	
	Classified Salaries	10,559	
	Employee Benefits	20	
	Supplies	3,194	
	Services and Operating Expenses	20,211	
	Equipment	<u>2,551</u>	\$ <u>37,683</u>

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To: Academic Salaries	\$	27,378	
Classified Salaries		2,749	
Employee Benefits		2,935	
Supplies		3,519	
Services and Operating Expenses		<u>1,102</u>	\$ <u>37,683</u>

There are no budget transfers greater than \$25,000 for the Restricted General Fund 12.

Budget Transfer number 142343 for the GO Bond Measure E Fund 46 in the amount of \$1,721 as listed:

From: Equipment			\$ <u>1,721</u>
To: Supplies			\$ <u>1,721</u>

There are no budget transfers greater than \$25,000 for the GO Bond Measure E Fund 46.

Budget Transfer number 142372 the Contract/Community Education Fund 59 in the amount of \$27,647 as listed:

From: Academic Salaries	\$	19,199	
Employee Benefits		<u>8,448</u>	\$ <u>27,647</u>
To: Services and Operating Expenses	\$	26,800	
Equipment		<u>847</u>	\$ <u>27,647</u>

Included in the budget transfers of \$27,647 for the Contract/Community Education Fund 59 is the following transfer greater than \$25,000:

<u>AT</u>	<u>From:</u>	<u>Amount</u>
142372	211000-59-684000-0884 Classified Salaries, Manager/Supervisor	\$ 19,199
	395000-59-684000-0884 NI Benefits	8,448
	<u>To:</u>	
	514000-59-684000-0884 Professional Services	25,000
	521000-59-684000-0884 Mileage	800
	585000-59-684000-0884 Postage	1,000
	646000-59-684000-0884 Equipment < \$5,000	847

To cover expenses for quarterly reconciliation of spending accounts for the remainder of the fiscal year.

Salary Warrants

Ratify issuance of salary warrants listed on Register Nos. 4743, 4744, and 4745 for the period of April 2, 2012 through April 13, 2012 in the amount of \$1,571,754.91 as listed:

Register No. 4743	Warrant Nos. 108674 – 108799	\$ 951,073.92
Issue Date 4/10/12		

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Register No. 4744 Issue Date 4/10/12	Warrant Nos. 108800 – 108826	\$ 285,904.22
Register No. 4745 Issue Date 4/10/12	Warrant Nos. 108827 – 109181	\$ 334,776.77
Total Salary Warrants Issued:		\$ <u>1,571,754.91</u>

Commercial Warrants

Ratify issuance of commercial warrants listed for the period of April 2, 2012 through April 13, 2012 in the amount of \$2,062,338.76.

Unrestricted General Fund 01	\$ 649,826.04
Restricted General Fund 12	251,928.95
Child and Adult Development Fund 33	655.11
Capital Outlay Projects Fund 41	182,989.69
General Obligation Bond Fund 46	391,709.04
Veterans' Stadium Operations Fund 58	9,182.29
Community/Contract Education Fund 59	8,577.21
Student Financial Aid Fund 74	20.00
Payroll Clearing Fund 76	170,833.53
Retiree Benefits Fund 79	<u>396,616.90</u>

Total Commercial Warrants: \$ 2,062,338.76

Included in the total warrant expenditures of \$2,062,338.76 are the following payments greater than \$25,000, excluding utilities and employee benefits:

Unrestricted General Fund 01

1. \$ 135,488 to Long Beach Police Department for security services for February 2012. (These warrants are jointly funded with the Restricted General Fund 12.)

Restricted General Fund 12

1. \$ 7,130 to Long Beach Police Department for security services for February 2012. (These warrants are jointly funded with the Unrestricted General Fund 01.)

Capital Outlay Projects Fund 41

1. \$ 143,154 to Bayley Construction for the renovation of the Pacific Coast Campus Multi-Disciplinary Academic Building (MDAB).
2. \$ 39,799 to Community Bank, Escrow #1660 for escrow retention for the Pacific Coast Campus Multi-Disciplinary Academic Building (MDAB) renovation.

General Obligation Bond Fund 46

1. \$ 155,609 to Allied Paving Company for resurfacing of Building Z Parking Lot.
2. \$ 110,148 to Martinez Architects, Inc. for architectural services for the Liberal Arts Campus Building A Student Services retrofit.
3. \$ 30,427 to Keenan & Associates for builder's risk insurance coverage for the Liberal Arts Campus Building A Student Services retrofit.

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Budget Increase (Decrease)

Restricted General Fund 12

2011-2012 Budget Revisions:

Matriculation CR and NCR Program 0720 and 1720	\$ (50,231)
VTEA Programs 9720 and 9750	18,283

ACADEMIC AFFAIRS, STUDENT SUPPORT AND ADMINISTRATIVE SERVICES

That the Board approve the following:

Certification of Signatures

The Certification of the Board of Trustees as well as the signatures of the personnel authorized to sign warrants, Notices of Employment, contracts, invoices and approve vouchers effective May 8, 2012 to July 25, 2012 as follows:

Board of Trustees

Mark J. Bowen
Thomas J. Clark
Jeffrey A. Kellogg
Douglas W. Otto
Roberto Uranga

<u>Personnel</u>	<u>Authority</u>
Eloy O. Oakley	Warrants, Notices of Employment, Contracts
Cindy Baker	LACOE PSFS Class APDISAPR System
Michael T. Collins	Contracts, Purchase Orders
Patricia Davis	Warrants, Contracts, LACOE PSFS Class APDISAPR System
Rose C. DelGaudio	Notices of Employment
Ann-Marie Gabel	Warrants, Contracts
Margaret F. Padron	Purchase Orders
John Thompson	Warrants, Contracts, Purchase Orders
Cindy M. Vyskocil	Notices of Employment
Timothy Wootton	Facility Use Agreements
Administrators	Invoices (only)

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

Grant/Revenue Agreements

CN 93133.8 – With *Thomas L. Percer, M.D.*, Amendment #2, to extend the term through January 31, 2015.

February 1, 2012 - January 31, 2013	\$3,427.96
February 1, 2013 - January 31, 2014	\$3,565.08
February 1, 2014 - January 31, 2015	\$3,707.68

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CN 93153.5 – Ratify – With *Board of Governors, California Community Colleges, Chancellor’s Office*, Amendment #2, to extend the term to June 30, 2012.

CN 93156.9 – With *Yosemite Community College District*, Amendment #1, to increase the funding by \$13,750 for a total contract amount of \$27,500.

CN 93159.1– With *KIMCO Realty*, effective May 1, 2012 through December 31, 2012, for the amount of \$199,205

Bond Contract Amendments

CN 22018.8 – With *Hill Partnership, Inc.*, Amendment #13, to increase the contract amount by \$44,685.20 for a total contract amount not to exceed \$3,139,143.97, paid from General Obligation Bond Fund.

CN 22045.5 – With *RBKK, Inc.*, Amendment #4, to change the termination date from December 31, 2012 to June 30, 2013, and to increase the contract amount by \$320,000 for a total contract amount not to exceed \$704,000, paid from General Obligation Bond Fund.

Change Order Ratifications

CN 22044.2 – With *G2K Construction, Inc.*, Change Order #6 for the Bldg. I Bookstore project at the Liberal Arts Campus in the amount of \$36,431.17, for a total contract amount not to exceed \$2,125,608.17, paid from General Obligation Bond Fund. Total approved change orders represent 6.87% of the contract amount.

CN 22048.4 – With *Fon-Seca Cabinet & Fixture Company*, Change Orders #1 and #2, for the Building I Casework project at the Liberal Arts Campus in the amount of \$9,440 and (\$10,000), respectively, for a total contract amount not to exceed \$268,401, paid from General Obligation Bond Fund. Total approved change orders represent 0.21% of the contract amount.

Ratification of Contracts Under \$25,000

Ratify contracts under \$25,000 for the period of April 7, 2012 through April 23, 2012 as listed:

CN 50003.5	No Cost
CN 50030.4	No Cost
CN 50031.1	No Cost
CN 95009.2	No Cost
CN 99689.6	\$24,500
CN 99689.7	\$20,000

Amendment to Board Action

CN 22048.3 – Amend the board action of October 25, 2011 with *EMC Engineers, Inc.* to change the name to *Eaton Energy Solutions, Inc.*

PURCHASING

Purchase Order Approvals/Ratifications

Authorize the issuance of purchase orders for the period of April 2, 2012 through April 13, 2012, for the amount of \$732,511.00 as listed:

PO #69184 - PO #69254

\$732,511.00

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Included in the total amount of purchase orders of \$732,511.00 is the following item greater than \$25,000:

Bond Fund – 46

PO #69209	<i>Alley Cat Development Inc.</i>	\$259,255.00
	Chiller Line Replacement - PCC	

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

The motion carried, all voting aye.

HUMAN RESOURCES

Resolution, Reduction or Discontinuation of a Particular Kind

It was moved by Member Kellogg, seconded by Member Uranga, that the Board of Trustees adopt Resolution No. 050812B, Implementing the Reduction or Discontinuance of a Particular Kind of Academic Service.

The motion carried, all voting aye.

ACADEMIC SENATE (Title 5, Section 53203)

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

School of Trades & Industrial Technologies
ELECT 253, OSHA Standards for Construction Safety
Material Fees \$5.00

The motion carried, all voting aye.

SUPERINTENDENT-PRESIDENT

Superintendent-President's Report

President Oakley recognized and thanked all the faculty, staff, and Rose DelGaudio, who put together the newly tenured faculty dinner – it was a great evening. President Oakley also thanked the Latino Faculty Association for co-sponsoring Dr. Hayes-Bautista's Cinco de Mayo event. He thanked those who attended the Promise Pathways forums today and he publically thanked Dr. Shaw and other organizers for the well-managed "funeral for education" event, as it was very respectful and maintained order. President Oakley wished Ann-Marie Gable a "happy birthday."

ACADEMIC AFFAIRS

No items, no report.

ADMINISTRATIVE SERVICES

Resolution, Authorizing Issuance and Sale of General Obligation Refunding Bonds

It was moved by Member Kellogg, seconded by Member Uranga, that the Board of Trustees adopt Resolution No. 050812C to authorize the issuance and sale of General Obligation

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Refunding Bonds, 2002 Election, 2012 Series A, in an aggregate principal amount not to exceed \$70,000,000; that the Board review and accept the Preliminary Official Statement (POS), the Escrow Agreement, and the Contract of Purchase in form only; and that the Board authorize the Superintendent-President or the Vice President, Administrative Services to sign the Contract of Purchase, and all other relevant documents on the District's behalf.

The motion carried, all voting aye.

2011-2012 CCFS-311Q Third Quarter Financial Status Report

It was moved by Member Kellogg, seconded by Member Bowen, that the Board of Trustees approve the 2011-2012 Third Quarterly Financial Status Report for the Long Beach Community College District and authorize transmittal of the report to the California Community Colleges Chancellor's Office.

Motion carried, all voting aye.

2011-2012 Third Quarter Budget Performance Report

To keep the Board and the college community informed about the status of the budget, Ann-Marie Gabel, Vice President, Administrative Services, presented a report on the status of the 2011-2012 Third Quarter Budget Performance report. The report covers the Unrestricted General Fund and the financial activity occurring from July 1, 2011 through March 31, 2012.

PACIFIC COAST CAMPUS

No items, no report.

ECONOMIC AND RESOURCE DEVELOPMENT

Title V Grants – HSI Update

As requested by the Board, Lou Anne Bynum, Vice President of Economic and Resource Development, provided the Board of Trustees an update on Title V Grants - HSI (Hispanic Serving Institutions). Dr. Bobbie Villalobos, Dr. Eva Bagg, and Marty Alvarado co-presented.

TRUSTEES COMMUNICATIONS

Member Kellogg mentioned that at the CCLC's annual trustee conference over the weekend, it was announced that Member Otto was re-elected to the CCCT board for another term. There were presentations from our college and they were very well received. Member Kellogg also thanked Dr. Lynn Shaw for her advocacy role and leadership with CCA and the faculty. Trustee Uranga explained that he had read the "old" college mission statement at the last board meeting, so he read the correct and updated version, approved by the Board on August 23, 2011.

"Long Beach City College promotes equitable student learning and achievement, academic excellence, and workforce development by delivering high quality educational programs and support services to our diverse communities."

NEW BUSINESS

There was no new business.

FUTURE REPORTS

There were no new requests for future reports.

PUBLIC COMMENTS (NON-AGENDA ITEMS)

Student, Zikomo Benons, talked about Learning Communities.

ADJOURNMENT

President Otto adjourned the meeting at 6:50 p.m. The next regular meeting of the Board of Trustees will be held on May 22, 2012. 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