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 September 13, 2011.

CALL TO ORDER
The meeting was called to order at 5:07 p.m., in Building T, Room 1100, Liberal Arts Campus.

PLEDGE OF ALLEGIANCE
Jackie Hann led the Pledge of Allegiance.

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

WELCOME AND INTRODUCTIONS
Board President Otto announced that one of our classified employees Charlotte Yarbrough is retiring and could not be at the meeting tonight, but sends her thanks to everyone. Ms. Yarbrough says she has had twelve good years with LBCC. President Otto turned it over to Janice Tomson, Academic Senate President, who announced and presented a plaque to Margaret Shannon, Valedictorian’s Choice Award “Most Inspirational Teacher” Spring 2011, chosen by Kellee Green who could not be at the meeting tonight. Ms. Shannon thanked Ms. Green and all the students and faculty that are part of this inspiration.

APPROVAL OF MINUTES
It was moved by Member Clark, seconded by Member Bowen, that the minutes of the meeting of, August 23, 2011, be approved as distributed. The motion carried.

ORDERING OF THE AGENDA
There was no reordering of the agenda.
REPORT OF BOARD OF TRUSTEES
2011-2012 Proposed Budget for the Long Beach Community College District – Public Hearing

California Title 5, Section 58301 states that the governing board of each community college district shall hold a public hearing on the proposed budget for the ensuing fiscal year on or before the 15th day of September, but at least three days following availability of the proposed budget for public inspection.

President Otto declared the public hearing open and called for comments on the 2011-2012 proposed budget. CHI President, Karen Roberts said that she had questions about the budget and that she appreciates the open forum that would allow her to get some clarification about budget issues. Ms. Roberts said she has recently heard rumors about salary increases and that she hopes to be able to communicate factual information to the part-time faculty of any salary increases that have occurred on this campus. It is her understanding that four vice presidents received about a 1% increase in their base salaries. Ms. Roberts said she was under the impression that no group on this campus would be receive any salary increases during these difficult economic times and the fact that we just raised student fees, and possibly increasing student fees again next year. Ms. Roberts presented four questions that she felt are pertinent to the ongoing welfare of the part-time faculty: (1) has all of the furloughed money been made whole at this time, (2) have there been any additional compensation packages that go along with the 1% salary increases for the four vice presidents, (3) is it the intent to increase faculty salaries as well, and (4) would the school be willing to follow the model set by Mt. Sac and consider rescinding the 1% until we can better economically afford them. Ms. Roberts concluded by thanking the Board for their time.

Hearing no more responses, President Otto declared the public hearing closed.

Committee Reports
There were no committee reports.

STUDENT TRUSTEE
Ms. Amy Leinen was recently elected as our new Student Trustee. Ms. Leinen is in her 4th semester at LBCC and this was her first Board meeting.

PUBLIC COMMENTS ON AGENDA ITEMS
There were no public comments.

The following items were part of the Consent Agenda

HUMAN RESOURCES (Academic)
That the Board of Trustees approve/ratify the following actions:

APPOINTMENTS
Academic Administrative Appointment 1
Stipend 4

IN-SERVICE CHANGES
Change of Assignment 5
Change of Title

**HUMAN RESOURCES (Classified)**
That the Board of Trustees approve/ratify the following actions:

**APPOINTMENTS**
Probationary 4
Reinstatement 3
Temporary 8
Exempt from the Merit System 266

**INSERVICE CHANGES**
Mileage 6

**SEPARATION FROM THE DISTRICT**
Resignation 2
Retirement 1

**FISCAL SERVICES**

**FINANCE**

**Budget Transfers**
Budget Transfer numbers 139353, 139371, 139373, 139398, and 139399 for the Restricted General Fund 12 in the amount of $33,762 as listed:

<table>
<thead>
<tr>
<th>From</th>
<th>To</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>From: Academic Salaries</td>
<td>Classified Salaries</td>
<td>$3,915</td>
</tr>
<tr>
<td>Classified Salaries</td>
<td></td>
<td>2</td>
</tr>
<tr>
<td>Employee Benefits</td>
<td></td>
<td>306</td>
</tr>
<tr>
<td>Supplies</td>
<td></td>
<td>12,021</td>
</tr>
<tr>
<td>Services and Operating Expenses</td>
<td></td>
<td>5,312</td>
</tr>
<tr>
<td>Equipment</td>
<td></td>
<td>12,206</td>
</tr>
<tr>
<td></td>
<td>Total</td>
<td>$33,762</td>
</tr>
</tbody>
</table>

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

Budget Transfer number 139500, 139514 and 139517 for the General Obligation Bond Measure E Fund 46 in the amount of $2,567,333 as listed:

<table>
<thead>
<tr>
<th>From</th>
<th>To</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>From: Equipment</td>
<td>Reserve</td>
<td>$694,210</td>
</tr>
<tr>
<td>Reserve</td>
<td></td>
<td>1,873,123</td>
</tr>
<tr>
<td></td>
<td>Total</td>
<td>$2,567,333</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>From</th>
<th>To</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>From: Services and Operating Expenses</td>
<td>Reserve</td>
<td>$1,767,333</td>
</tr>
<tr>
<td>Reserve</td>
<td></td>
<td>800,000</td>
</tr>
<tr>
<td></td>
<td>Total</td>
<td>$2,567,333</td>
</tr>
</tbody>
</table>
Included in the budget transfers of $2,567,333 for General Obligation Bond Measure E Fund 46 are the following transfers greater than $25,000:

<table>
<thead>
<tr>
<th>AT</th>
<th>From:</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>139500</td>
<td>622000-46-710400-5327 Architect Fees</td>
<td>$1,738</td>
</tr>
<tr>
<td></td>
<td>624000-46-710400-5327 Inspection Fees</td>
<td>8,564</td>
</tr>
<tr>
<td></td>
<td>790100-46-710400-5703 Reserves</td>
<td>46,216</td>
</tr>
<tr>
<td>To:</td>
<td>514000-46-710600-5300 Professional Services</td>
<td>$138</td>
</tr>
<tr>
<td></td>
<td>514000-46-710600-5323 Professional Services</td>
<td>52,000</td>
</tr>
<tr>
<td></td>
<td>514000-46-710600-5328 Professional Services</td>
<td>428</td>
</tr>
<tr>
<td></td>
<td>573000-46-710600-5323 Legal Services</td>
<td>1,339</td>
</tr>
<tr>
<td></td>
<td>573000-46-710400-5327 Legal Services</td>
<td>118</td>
</tr>
<tr>
<td></td>
<td>589000-46-710400-5327 Other Services</td>
<td>2,495</td>
</tr>
</tbody>
</table>

To cover deficit account balances for Industrial Technology Center and Learning Resource Center at LAC and PCC.

<table>
<thead>
<tr>
<th>AT</th>
<th>From:</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>139514</td>
<td>612000-46-710400-5702 Site Improvements</td>
<td>$26,393</td>
</tr>
<tr>
<td></td>
<td>612000-46-710600-5802 Site Improvements</td>
<td>50,000</td>
</tr>
<tr>
<td></td>
<td>621000-46-710400-5404 Construction and Additions</td>
<td>75,035</td>
</tr>
<tr>
<td></td>
<td>624000-46-710400-5702 Inspection Fees</td>
<td>18,607</td>
</tr>
<tr>
<td></td>
<td>790100-46-710400-5701 Reserve</td>
<td>171,835</td>
</tr>
<tr>
<td></td>
<td>790100-46-710400-5706 Reserve</td>
<td>100,000</td>
</tr>
<tr>
<td>To:</td>
<td>514000-46-710400-5404 Professional Services</td>
<td>$35,000</td>
</tr>
<tr>
<td></td>
<td>514000-46-710400-5701 Professional Services</td>
<td>171,835</td>
</tr>
<tr>
<td></td>
<td>514000-46-710400-5702 Professional Services</td>
<td>45,000</td>
</tr>
<tr>
<td></td>
<td>514000-46-710400-5706 Professional Services</td>
<td>100,000</td>
</tr>
<tr>
<td></td>
<td>514000-46-710600-5802 Professional Services</td>
<td>50,000</td>
</tr>
<tr>
<td></td>
<td>573000-46-710400-5404 Legal Services</td>
<td>39,996</td>
</tr>
<tr>
<td></td>
<td>585000-46-710400-5404 Postage</td>
<td>39</td>
</tr>
</tbody>
</table>

To cover deficit account balances for electronic signage, campus improvements, South Quad Complex and circulation access.

<table>
<thead>
<tr>
<th>AT</th>
<th>From:</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>139517</td>
<td>621000-46-710400-5703 Construction and Additions</td>
<td>$501,373</td>
</tr>
<tr>
<td></td>
<td>790100-46-710400-5703 Reserves</td>
<td>371,127</td>
</tr>
<tr>
<td></td>
<td>790100-46-710400-5708 Reserves</td>
<td>1,183,945</td>
</tr>
<tr>
<td>To:</td>
<td>514000-46-710400-5438 Professional Services</td>
<td>$700,000</td>
</tr>
<tr>
<td></td>
<td>514000-46-710400-5440 Professional Services</td>
<td>20,000</td>
</tr>
<tr>
<td></td>
<td>514000-46-710400-5708 Professional Services</td>
<td>383,945</td>
</tr>
<tr>
<td></td>
<td>514000-46-710400-5823 Professional Services</td>
<td>150,000</td>
</tr>
</tbody>
</table>
Minutes, Meeting of the Board of Trustees  
September 13, 2011

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>573000-46-710400-5438</td>
<td>Legal Services</td>
<td>2,500</td>
</tr>
<tr>
<td>612000-46-710400-5708</td>
<td>Site Improvements</td>
<td>700,000</td>
</tr>
<tr>
<td>624000-46-710400-5708</td>
<td>Inspection Fees</td>
<td>100,000</td>
</tr>
</tbody>
</table>

To cover deficit account balances for utility connection, Building Z retrofit, facilities and campus landscaping.

**Salary Warrants**

Ratify issuance of salary warrants listed on Register No. 4696 – 4699 for the period of August 1, 2011 through August 19, 2011 in the amount of $1,280,888.25 as listed:

<table>
<thead>
<tr>
<th>Register No.</th>
<th>Issue Date</th>
<th>Warrant Nos.</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>4696</td>
<td>08/10/11</td>
<td>104101 - 104150</td>
<td>$ 702,688.34</td>
</tr>
<tr>
<td>4697</td>
<td>08/10/11</td>
<td>104151 – 104294</td>
<td>$ 231,998.96</td>
</tr>
<tr>
<td>4698</td>
<td>08/16/11</td>
<td>104295 – 104299</td>
<td>$ 55,909.95</td>
</tr>
<tr>
<td>4699</td>
<td>08/16/11</td>
<td>104300 – 104317</td>
<td>$ 290,291.00</td>
</tr>
</tbody>
</table>

Total Salary Warrants Issued: **$ 1,280,888.25**

**Commercial Warrants**

Ratify issuance of commercial warrants listed for the period of August 1, 2011 through August 19, 2011 in the amount of $5,789,043.37.

<table>
<thead>
<tr>
<th>Fund Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Unrestricted General Fund 01</td>
<td>$ 2,105,810.10</td>
</tr>
<tr>
<td>Restricted General Fund 12</td>
<td>366,952.68</td>
</tr>
<tr>
<td>Child and Adult Development Fund 33</td>
<td>178.12</td>
</tr>
<tr>
<td>Capital Outlay Projects Fund 41</td>
<td>362,107.12</td>
</tr>
<tr>
<td>General Obligation Bond Fund 46</td>
<td>2,870,700.80</td>
</tr>
<tr>
<td>Veterans’ Stadium Operations Fund 58</td>
<td>15,059.75</td>
</tr>
<tr>
<td>Community/Contract Education Fund 59</td>
<td>11,384.64</td>
</tr>
<tr>
<td>Self-Insurance Fund 61</td>
<td>14,253.28</td>
</tr>
<tr>
<td>Student Financial Aid Fund 74</td>
<td>1,160.00</td>
</tr>
<tr>
<td>Payroll Clearing Fund 76</td>
<td>41,436.88</td>
</tr>
</tbody>
</table>

Total Commercial Warrants: **$ 5,789,043.37**

Included in the total warrant expenditures of $5,789,043 are the following payments greater than $25,000, excluding utilities and employee benefits:
Restricted General Fund 12
1. $112,500 to Santa Clarita Community College District for hosting a service center for the Small Business Development Center Network.
2. $35,000 to Career Corner TV Corporation for development of seven virtual job shadow career profiles.

Capital Outlay Projects Fund 41
1. $443,925 to Bayley Construction for the construction of the Pacific Coast Campus Multi-Disciplinary Academic Building.
2. $56,131 to Community Bank Escrow #1660 for escrow retention for construction of the Pacific Coast Campus Multi-Disciplinary Academic Building.
3. $27,034 to American Seating Center for auditorium seating in the LAC Building J Theater.

General Obligation Bond Fund 46
1. $1,184,390 to Siemens Industry, Inc. for the Liberal Arts Campus Energy Improvement Project Phase IIIB.
2. $414,000 to AMG & Associates, Inc. for settlement agreement, Building O renovations.
3. $381,795 to Cordoba Corporation for bond project construction management for July 2011.
4. $277,475 to City of Long Beach (Redevelopment Agency) for final expenses related to the acquisition of property for the expansion of the Pacific Coast campus.
5. $123,096 to G2K Construction, Inc. for renovation of the Liberal Arts Campus Bookstore (Building I).
6. $107,767 to Cavecche Engineering & Construction Co., Inc. for the Liberal Arts Campus Infrastructure North Loop project.
7. $72,068 to GRD Consulting LLC for professional facility planning and technical support for district-wide construction projects for June and July 2011.
8. $47,141 to Lynne Capouya, Inc. for landscape architectural services for the Liberal Arts and Pacific Coast Campuses.

Budget Increase (Decrease)
Restricted General Fund 12
2010-2011 Budget Revisions:
Matriculation Credit and Non-Credit – Program 0720 and 1720 $ (10)

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 93149.9 – Ratify – With California Department of Education, Amendment #2 to increase the amount of funding to $128,202.

CN 93150.2 – Ratify – With California Department of Education, Amendment #2 to increase the amount of funding to $690,305.
CN 93155.4 – Ratify – With California Department of Education, Amendment #1 to increase the amount of funding to $101,712.

CN 93155.5 – Ratify – With California Department of Education, Amendment #1 to increase the amount of funding to $576,234.

CN 93156.1 – Ratify – With Board of Governors, California Community Colleges, Chancellor’s Office effective July 1, 2011 through June 30, 2012. Total amount of funding is $205,000.

**Bond Contract Awards**

CN 22047.8 – With Marlene Imirzian & Associates Architects Ltd., effective September 6, 2011 through December 31, 2013, for a total amount not to exceed $46,340, paid from General Obligation Bond Fund.

**Bond Contract Amendments**

CN 22019.1 – With Martinez Architects, Inc., Amendment #9, to increase the contract amount by $4,437 for a total contract amount not to exceed $1,523,435, paid from General Obligation Bond Fund.

**Contract Awards**

CN 99681.5 – With Atkinson, Andelson, Loya, Ruud and Romo, effective July 1, 2011 through June 30, 2012 for an amount not exceed $50,000, paid from the General Fund.

CN 99681.6 – With John Surge, effective August 15, 2011 through December 31, 2011 for a total contract amount not to exceed $25,000, paid from Restricted General Fund.

CN 99681.7 – With Long Beach Unified School District, effective July 1, 2011 through June 30, 2012 for a total contract amount not to exceed $30,000, paid from Restricted General Fund.

CN 99681.9 – With K Street, LLC, effective September 1, 2011 through August 31, 2013 for a total contract amount not to exceed $86,000, paid from Unrestricted General Fund.

**Contract Amendments**

CN 99667.3 – With SMB Connects Corporation dba GrowBiz Media, Amendment #1 to increase the contract amount by $20,000 for a total contract amount not to exceed $42,000, paid from Restricted General Fund.

CN 99675.2 – With Proamerica Capital Group, Amendment #1 to change the name on the agreement from Jose Juan Vega to Proamerica Capital Group.

**Use of Other Agencies Bids**

Trustees of the California State University Agreement #2724 – With Steelcase, Inc., for the procurement of office furniture including but not limited to: panel systems, workstations, seating, casegoods, filing, storage, and ancillary products as well as design and installation services. Effective dates November 1, 2010 through October 31, 2013.

**Ratification of Contracts Under $25,000**
Ratify contracts under $25,000 for the period of July 27, 2011 through August 30, 2011 as listed:

- CN #22047.6 $13,500
- CN #50025.1 No Cost
- CN #50026.1 No Cost
- CN #50028.3 No Cost
- CN #50028.6 No Cost
- CN #50029.8 No Cost
- CN #99678.8 $14,000
- CN #99679.2 - #99679.3 $17,500
- CN #99679.5 - #99679.7 $20,000
- CN #99680.4 $ 6,000

**Partial Release of Retention**
CN 22038.2 – With Cavecche Engineers & Construction Co., Inc. for the Infrastructure North Loop project at the Liberal Arts Campus to reduce the percentage of retention being held from 10% to 5%. The project is 97% complete.

**PURCHASING**
**Purchase Order Approvals/Ratifications**
Authorize the issuance of purchase orders for the period of July 31, 2011 through August 19, 2011, in the amount of $1,547,020.17 as listed:

- PO #67592 – PO #67957 $1,547,020.17

Included in the total amount of purchase orders of $1,547,020.17 are the following items greater than $25,000:

**Unrestricted General Fund - 01**
- PO #67654 United States Postal Services $250,000.00
  Annual postage for meters
- PO #67678 Pacific Coast Elevator Corp. dba Amtech Elevators $68,000.00
  Agreement for elevator service and testing at LAC and PCC
- PO #67670 Sun Environmental Services $28,000.00
  Agreement for hazardous waste disposal

**Restricted General Fund – 12**
- PO #67681 Student Insurance $100,102.00
  Student insurance for 2011-2012
PO #67711  
**Allied Paving Company**  
Agreement for parking lot surfacing, striping and repair at LAC and PCC  
$70,000.00

PO #67950  
**Klean-Sweep**  
Agreement for parking lot sweeping at LAC and PCC  
$28,000.00

**Bond Fund – 46**  
PO #67670  
**Gus Frudakis**  
Exterior painting of Building K at LAC  
$33,244.63

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

The motion carried, all voting aye.

**ACADEMIC SENATE (TITLE 5, SECTION 53203)**  
No items, no report.

**SUPERINTENDENT-PRESIDENT**  
**Superintendent-President’s Report**  
President Oakley said that during the public presentation of the budget that he and Vice President Gabel would respond to Ms. Roberts’ questions that she presented during the public hearing on the budget. Another student fee increase expected in the spring of 2012 will most likely happen, but may not occur until the summer of 2012 due to the difficulty of raising fees after students have already paid a lower fee. President Oakley thanked and congratulated student Carolyn Joseph, PCC Cultural Affairs Council, and Michelle Friesen, Student Life, for organizing a wonderful 9/11 Memorial last Thursday. President Oakley thanked faculty and staff for getting students moving in this fall semester and thanked CCA, AFT and CHI for their work in moving forward with good discussions with negotiations.

**ACADEMIC AFFAIRS**  
No items, no report.

**STUDENT SUPPORT SERVICES**  
**Student Health Fee Increase**  
It was moved by Member Clark, seconded by Member Uranga, that the Board authorize the President or designee to impose annual increases in the student health services fee, starting with an increase to $18.00 effective Spring 2012, as specifically governed by Education Code Section 76355 in alignment with BP 5018: Policy on Student Health Services.

The motion carried, all voting aye.

**ADMINISTRATIVE SERVICES**  
**2010-2011 CCFS-311 Annual Financial and Budget Report, Including the 2011-12 Appropriations Limit**
It was moved by Member Bowen, seconded by Member Kellogg, that the Board of Trustees approve the 2010-2011 CCFS-311 Annual Financial and Budget Report including the 2011-2012 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.

**2011-2012 Adopted Budget**
President Oakley said that we are adopting a budget that relies on the State of California that continues to be out of balance and contains deferred revenues. He told the audience that the best place to bring up questions about the 1% salary increase is at the budget advisory committee so everyone hears the same thing at same time. He explained that the vice presidents took a pay cut in 2009 that began with furloughs and a cut to their travel allowances by one-half. Administrators are also taking 8 furlough days this year. The 1% is to make them whole for the cuts they took in 2009. There are no other compensation issues or increases and all the furloughs were taken.

It was moved by Member Clark, seconded by Member Bowen, that the Board of Trustees conduct a public hearing and approve the Adopted Budget for 2011-2012 with a 5% Board Reserve rather than 5.5% as required in Board Policy 6010.

The motion carried, all voting aye.

**PACIFIC COAST CAMPUS**
No items, no report.

**ECONOMIC AND RESOURCE DEVELOPMENT**
No items, no report.

**ACADEMIC SENATE**
Janice Tomson shared with the Board some positive comments about their educational experiences here at LBCC at the beginning of this fall semester.

**TRUSTEES COMMUNICATIONS**
None.

**NEW BUSINESS**
There was no new business.

**FUTURE REPORTS**
There were no new requests for future reports.

**PUBLIC COMMENTS ON NON-AGENDA ITEMS**
CCA-LBCC President Lynn Shaw and CCA Vice President Janét Hund have met with Trustees Uranga, Kellogg, and Bowen for coffee and found the meetings to be a lively exchange and they appreciate it and want to do more of that. They are scheduling meetings with Trustee Otto and Clark, and working on treating the Trustees to dinner. Ms. Shaw said that the College Day
survey revealed that many of the faculty desired to develop relationships with the existing Board of Trustees and to support and maintain faculty-friendly LBCC Board of Trustees. Ms. Misajon introduced herself as the new CCA chief negotiator. She thanked her team members and is looking forward to working collaboratively with the faculty and the district.

**ADJOURNMENT**
President Otto adjourned the meeting at 6:30 p.m. The next regular meeting of the Board of Trustees will be held on October 25, 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.

Assistant Secretary