

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

**Minutes of Meeting of  
September 27, 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 September 27, 2011.

**CALL TO ORDER**

The meeting was called to order at 4:37 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 5:07 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**

Janice Tomson 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 welcomed our new faculty and asked Lynn Shaw, Faculty Professional Development Coordinator to proceed with the introductions. Fred Beebe and Teresa Gaudiot, Co-Chairs, Faculty Mentoring Program introduced the mentors and the new contract faculty.

**RECESS**

At 5:30 p.m., President Otto announced that there would be a short recess to allow the Board and Superintendent-President Oakley to congratulate and take photos with the new faculty.

**RECONVENE OPEN SESSION**

Board President Otto called the meeting to order at 5:47 p.m.

**APPROVAL OF MINUTES**

It was moved by Member Bowen, seconded by Member Clark, that the minutes of the meeting of, September 13, 2011, be approved as distributed to include correction to page 9, under the Superintendent-President's Report: Another student fee increase expected in the spring of 2012 will most likely happen, but may not occur until the ~~fall~~ summer of 2012 due to the difficulty of raising fees after students have already paid a lower fee.

The motion carried, all voting aye.

**ORDERING OF THE AGENDA**

There was no reordering of the agenda.

**STUDY SESSION-**

**Draft Accreditation Midterm Report**

Dr. Eva Bagg facilitated an overview of the responses to the 2008 visiting team's recommendations and presented the final version of the midterm report (due October 15) and explained the ACCJC requirements of what the midterm report must include as follows:

- I. Description of process used and identification of participants in report preparation
- II. College's responses to recommendations of the evaluation team that demonstrate it has resolved deficiencies and meets accreditation standards
- III. Progress update on self-identified areas for improvement from the 2008 Self-Study
- IV. Appropriate evidence to document information provided in the report

The Board expressed concern that while there has been significant progress on the development of SLOs (Student Learning Outcomes) and the framework and supporting infrastructure had been well established and SLOs and assessment plans have been developed for almost all courses and most programs, the challenge is to keep the college engaged in collecting assessment results, collegially discussing the results, identifying gaps in student performance between observed results and the expected level of student achievement and then taking action to address the gap in order to improve student learning as it relates to each specific SLO.

**REPORT OF BOARD OF TRUSTEES**

**Announcement of Intent to Reappoint the Board's Appointee to the Personnel Commission**

The Board of Trustees announced its intention to reappoint Richard Gaylord to the Personnel Commission for the three-year term commencing December 1, 2011, and ending at noon on December 1, 2014.

As specified in Education Code §88066, a Public Hearing will be held and an appointment will be made on November 8, 2011.

**New Policy 2023 – Board of Trustees Election – First Reading**

New policy 2023 on the election of Board of Trustee Members was for first reading only and will be presented at the next meeting for final approval.

**Committee Reports**

There were no committee reports.

**STUDENT TRUSTEE**

Ms. Leinen reported that a special task force committee is being formed in response to the recent student attack on campus. Some of the student suggestions have been discussed such as closing higher risk bathrooms at night and in the early morning and electronic student alerts. Ms. Leinen and other select students attended a retreat at Lodestone Adventures in Big Bear. The campus blood drive was successful with results of over 200 participants will save approximately 450 lives.

**PUBLIC COMMENTS ON AGENDA ITEMS**

Mr. Woo Lim from Cal-City Construction, Inc. addressed the Board with regards to item 12.2, Bond Contract Awards. Mr. Lim was dissatisfied with not being awarded the contract. Mr. Houman Esmailpour, on behalf of Angeles Contractor, Inc. also addressed the Board with regards to item 12.2, Bond Contract Awards. Angeles Contractor, Inc. is listed to be awarded the contract.

**The following items were part of the Consent Agenda**

Member Bowen requested that Item 12.2 be moved to non-consent agenda for discussion.

**HUMAN RESOURCES (Academic)**

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

**APPOINTMENTS**

Hourly Instructor – Fall 2011	545
Hourly Instructional Specialist – Fall 2011	48
Hourly Librarian – Fall 2011	14
Hourly Counselor – Fall 2011	22
Hourly Reader – Fall 2011	15
Stipend	18

**IN-SERVICE CHANGES**

Change of Title	1
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**HUMAN RESOURCES (Classified)**

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

**APPOINTMENTS**

Probationary	2
Working out of Class	2
Temporary	8
Exempt from the Merit System	222

**INSERVICE CHANGES**

Mileage	2
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**FISCAL SERVICES**

**FINANCE**

**Budget Transfers**

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There are no budget transfers for the period of August 22, 2011 through September 2, 2011.

**Salary Warrants**

Ratify issuance of salary warrants listed on Register No. 4700 for the period of August 22, 2011 through September 2, 2011 in the amount of \$5,483,768.16 as listed:

Register No. 4700	Warrant Nos. 104318 - 104391	\$ 5,483,768.16
Issue Date 08/31/11		

**Commercial Warrants**

Ratify issuance of commercial warrants listed for the period of August 22, 2011 through September 2, 2011 in the amount of \$1,328,537.34.

Unrestricted General Fund 01	\$ 539,165.30
Restricted General Fund 12	141,600.56
Child and Adult Development Fund 33	43,175.20
Capital Outlay Projects Fund 41	26,498.19
General Obligation Bond Fund 46	286,504.84
Veterans' Stadium Operations Fund 58	17,683.26
Self-Insurance Fund 61	161.89
Student Financial Aid Fund 74	124.00
Payroll Clearing Fund 76	<u>273,624.10</u>
Total Commercial Warrants:	\$ <u>1,328,537.34</u>

Included in the total warrant expenditures of \$1,328,537.34 are the following payments greater than \$25,000, excluding utilities and employee benefits:

**Unrestricted General Fund 01**

1. \$ 125,457 to *Dell Financial Services* for three-year lease and maintenance of district-wide Dell servers (software upgrades not included).
2. \$ 63,367 to City of Long Beach Police for Summer 2011 police and fire services training classes.

**Restricted General Fund 12**

1. \$ 57,800 to *Long Beach Community College District* for transfer of EOPS/CARE funds from the Los Angeles County Office of Education (LACOE) to Farmers and Merchants Bank for disbursement through the direct deposit system.

**General Obligation Bond Fund 46**

1. \$ 40,590 to *Alley Cat Development, Inc.* for the Sheet Metal Shop Retrofit project at the Pacific Coast Campus.
2. \$ 33,245 to *Gus Frudakis Painting Contractor* for exterior painting of Building K at the Liberal Arts Campus.
3. \$ 32,483 to *McMurray Stern, Inc.* for installation of millwork cabinets and stainless steel work surfaces as part of the Sheet Metal Shop Retrofit project.

**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 the *Chancellor's Office, California Community Colleges*, for Capital Outlay Grant Financing for the Multi-Disciplinary Academic Building Project, Amendment, to change the not to exceed amount for Fiscal Year 2011-2012 to \$4,600,317.81. The total amount of funding for the project is \$10,571,000.

CN 93156.2 – With the *Chancellor's Office, California Community Colleges*, to provide assistance in collecting delinquent student loans and fees effective October 1, 2011 through December 20, 2012, for a fee of 25% of the total recovered fee amounts.

**Bond Contract Amendments**

CN 22018.8 – With *Hill Partnership, Inc.*, Amendment #8, to increase the contract amount by \$9,340 for a total contract amount not to exceed \$3,056,628.27, paid from General Obligation Bond Fund.

**Change Order Ratifications**

CN 22036.5 – With *McCarthy Building Companies, Inc.*, Change Order #22 for the Design-Build Parking Structure at the Liberal Arts Campus in the amount of (\$174,957), for a total contract amount not to exceed \$18,907,859, paid from General Obligation Bond Fund. Total approved change orders represent 0.28% of the construction contract amount.

CN 22041.6 – With *Bayley Construction*, Change Order #5 for the MDAB Renovation project at the Pacific Coast Campus in the amount of \$6,072, for a total contract amount not to exceed \$22,376,798.40, paid from General Obligation Bond Fund. Total approved change orders represent 0.84% of the contract amount.

**Settlement Agreement**

CN 22043.9 – With *Angeles Contractor, Inc.*, for the Settlement Agreement in the amount of \$22,952.32 for the Walnut Avenue Arrival Court Parking Lot project at the Pacific Coast Campus.

**Completion of Contract**

CN 22036.5 – With *McCarthy Building Companies, Inc.*, for the Design-Build Parking Structure project at the Liberal Arts Campus for a total fee of \$18,907,859. Project was completed on May 5, 2011.

CN 22043.9 – With *Angeles Contractor, Inc.*, for the Walnut Avenue Arrival Court Parking Lot project at the Pacific Coast Campus for a total fee of \$474,693.48. Project was completed on September 12, 2011.

**Ratification of Contracts Under \$25,000**

Ratify contracts under \$25,000 for the period of August 31, 2011 through September 13, 2011 as

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CN #22047.5	\$22,500.00
CN #93135.1	\$200/per event
CN #99681.4	\$ 8,379.00
CN #99682.1	\$10,880.37

**PURCHASING**

**Purchase Order Approvals/Ratifications**

Authorize the issuance of purchase orders for the period of August 22, 2011 through September 2, 2011, in the amount of \$462,389.54 as listed:

PO #67958 – PO #68096	\$462,389.54
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Included in the total amount of purchase orders of \$462,389.54 are the following items greater than \$25,000:

**Unrestricted General Fund - 01**

PO #67978	<i>XPEDX</i>	\$28,324.55
	Copier paper for District	

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.

**ACADEMIC AFFAIRS, STUDENT SUPPORT, AND ADMINISTRATIVE SERVICES**

It was moved by Member Bowen, seconded by Member Clark to authorize the Vice President, Administrative Services, or designee to enter into and execute the following agreement:

**Bond Contract Awards**

*CN 22047.9* – With *Angeles Contractor, Inc.*, for the Building CC Renovation project at the Pacific Coast Campus for a total contract amount not to exceed \$4,590,000, paid from General Obligation Bond Fund. Per Public Contract Code §20651, the District is awarding to the lowest responsible bidder and rejecting all others.

The motion carried, all voting aye.

**ACADEMIC SENATE (TITLE 5, SECTION 53203)**

No items, no report.

**SUPERINTENDENT-PRESIDENT**

**Superintendent-President's Report**

President Oakley announced that Chi-Chung Keung's last day will be September 30. Mr. Keung has been a valuable member as Executive Director of Public Affairs & Marketing for over six years. He wished him the best and thanked him for all his services. Chi-Chung thanked the Board, President Oakley, and all the staff at LBCC for their support. He said his time here has been some of the most fulfilling years of his professional life. President Oakley said that the college takes the student assault seriously and continues to work on the handling of the situation

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to ensure the safety of our students. He thanked everyone, including, Sigrid Sexton, Kim Anderson, April Juarez, Peter Knapp, Eva Bagg and David Morse for all their work and support on the mid-term accreditation report. President Oakley reported that he received an invitation to the White House for the celebration of Hispanic Heritage month.

**ACADEMIC AFFAIRS**

No items, no report.

**STUDENT SUPPORT SERVICES**

No items, no report.

**ADMINISTRATIVE SERVICES**

**Takeover Agreement**

It was moved by Member Clark, seconded by Member Bowen, that the Board of Trustees approve and authorize the Vice President, Administrative Services, or designee to enter into and execute CN 22048.2 Takeover Agreement with Fidelity and Deposit Company of Maryland in the amount of \$7,314,915.78.

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 talked about the impact that new faculty have on our students and our experienced faculty. New faculty come with a new vision, fresh eyes, and ideas and they can challenge us to do our best at teaching and to capture the hearts and the minds of our students.

**TRUSTEES COMMUNICATIONS**

Member Bowen is recommending that the Board consider working on a resolution that the district would make every effort to buy only U.S. products because this would help support people who are out of work. Vice President Uranga concurred with Member Bowen.

Member Uranga requested that we agendaize three items under future reports: Title V – HSI Update, a session on how the district processes bid requests and awards contracts, and Member Bowen’s idea to support buying U.S. products.

Board President Otto talked about how the COTF (Commission on the Future) has spent almost two years working on student success. The idea of student success is spreading statewide.

Member Kellogg requested that the Board receive an update and follow-up on why information and notification was a problem when the campus assault occurred. He thanked all who contributed to the accreditation work.

**NEW BUSINESS**

There was no new business.

**FUTURE REPORTS**

BOARD OF TRUSTEES GOALS 2010-2011 (report dates to be determined)

2. **MEASURE AND IMPROVE FISCAL AND INFRASTRUCTURE STABILITY**

- C. Review a report on the College's progress towards building its capacity to attract alternative sources of revenue. The report should address the College's coordination of efforts related to grant development, contracts, partnerships for cost-sharing, and fees for services provided.

**PUBLIC COMMENTS ON NON-AGENDA ITEMS**

CHI President, Karen Roberts, asked the district to consider adding part-time faculty to be included in the free flu shots. The funds were donated by Anthem Blue Cross and a decision was made to only offer them to employees that are covered under the health plans as full-time covered employees. Ms. Roberts said that many part-time faculty cannot get shots because some of them do not have health benefits.

Gene Carbonaro, COS (Computer & Office Studies) Department Head, shared with the Board about the merging of CBIS (Computer & Business Information Systems) and CAOTC (Computer Application & Office Technology) and how successful the merger has been. It took many years of planning to make this transition. Success, retention & completion rates from 2008-2010 have increased significantly.

Benjamin Diaz, Viking newspaper said goodbye to Chi-Chung and thanked him for his inspiration to many of the newspaper staff. The Viking newspaper recognized Mr. Keung with the 2009 Freedom of the Press award. Mr. Diaz also mentioned the student attack and the newspaper is helping by making readers aware of information and help that is available. Mr. Diaz invited the Board to hear Pulitzer Prize-winner Ruben Vives from the Los Angeles Times about his coverage of the City of Bell corruption scandal, Wednesday, September 28 from 11 a.m. to 1 p.m.

**ADJOURNMENT**

President Otto adjourned the meeting at 8:10 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