

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

**Minutes of Meeting of
October 23, 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, Room 1100, Liberal Arts Campus, 4901 East Carson Street, Long Beach, on October 23, 2012.

CALL TO ORDER

The meeting was called to order at 5:19 p.m., in Building T, Room 1100, Liberal Arts Campus.

PLEDGE OF ALLEGIANCE

Greg Peterson led the Pledge of Allegiance.

ROLL CALL

Present: President Uranga, Vice President Kellogg, Member Bowen,
Member Clark, Member Kellogg (arrived late)
Absent: Student Trustee Troia

WELCOME AND INTRODUCTIONS

President Uranga welcomed everyone to the meeting. Superintendent-President Oakley welcomed Mr. Pat McKean and a group of his beginning journalism students. Mr. McKean announced there were 22 individual and teams awards earned by our students at the SoCal conference of the Journalism Association of Community Colleges.

APPROVAL OF MINUTES

It was moved by Member Clark, seconded by Member Bowen, that the minutes of the meeting of, September 25, 2012, be approved as distributed. The motion carried, all voting aye.

ORDERING OF THE AGENDA

Board President Uranga announced that items 12.10, 12.11 and 12.12, be moved up to immediately before the report of the Board of Trustees.

ADMINISTRATIVE SERVICES

Resolution, Authorizing Issuance of 2012-13 Tax

It was moved by Member Clark, seconded by Member Bowen, that the Board of Trustees adopt Resolution No. 102312B to authorize the issuance of 2012-13 Tax and Revenue Anticipation Notes (TRANS) for the District by the Board of Supervisors of the County of Los Angeles, in an aggregate principal amount not to exceed \$35,000,000 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; Member Kellogg absent.

Resolution, Authorizing Issuance and Sale of General Obligation Bonds

It was moved by Member Bowen, seconded by Member Clark, that the Board of Trustees adopt Resolution No. 102312C to authorize the issuance and sale of General Obligation Bonds, 2008 Election, 2012 Series B, in an aggregate principal amount not to exceed \$275,000,000, review and accept the Preliminary Official Statement (POS), the Escrow Agreement, and the Contract of Purchase in form only, and 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; Member Kellogg absent.

Resolutions, Become Subject to the California Uniform Public Construction Cost Accounting Procedures and Informal Bidding Procedures

It was moved by Member Bowen, seconded by Member Clark, that the Board of Trustees adopt Resolution 102312D to become subject to the uniform public construction cost accounting procedures and Resolution 102312E to enact the informal bidding procedures set forth in Public Contract Code §22000 et seq.

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

REPORT OF BOARD OF TRUSTEES

Committee Reports (Informative)

Member Bowen explained how he and Board President Uranga worked as a committee to join suit with other the Community College League of California (CCLC) and other boards in bringing forth the resolution opposing Prop 32 on tonight's agenda.

Resolution, Opposition to Proposition 32

It was moved by Member Bowen, seconded by Member Clark, that the Board approve Resolution No. 102312A to oppose Proposition 32 – Prohibition on Political Contributions by Payroll Deduction, Contributions to Candidates.

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

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Deletion of Administrative Regulations – 2000 Board of Trustees (Informative)

To comply with current education and legal codes and the District's procedure of periodic review, Regulations 2000 have been deleted and restructured within the 2000 series (District Governance).

New District Policy/Regulation – 2024 (First Reading)

Vacancies on the Governing Board

New District Policy/Regulation – 2025 (First Reading)

Board Agendas

New District Policy – 2026 (First Reading)

Board Quorum and Voting

New District Policy – 2028 (First Reading)

Regular Meetings of the Board

New District Policy – 2029 (First Reading)

Closed Sessions of the Board

New District Policy/Regulation – 2030 (First Reading)

Special and Emergency Meetings of the Board

New District Policy – 2031 (First Reading)

Public Participation at Board Meetings

New District Policy/Regulation – 2032 (First Reading)

Recording of Board Meetings

Overview of Board Self-Evaluation – 2011-2012 (Informative)

As per Board Policy 2018 referencing Accreditation Standard IV.B.1.e and g, the Board is committed to assessing its own performance as a Board in order to identify its strengths and areas in which it may improve its function. The self-assessment will occur once each year.

Dr. Eva Bagg, Associate Dean, Institutional Effectiveness, presented the results of the Self-Evaluation completed by each of the Trustees.

STUDENT TRUSTEE

There was no report.

PUBLIC COMMENTS ON AGENDA ITEMS

The following students expressed their concerns to the Board regarding program discontinuance process of the film department:

Pedro Pazos, Mike Bailey, Rene' Perez, Justice Kowaleski, Terence Akins, Jasmine Carter, Martin Hernandez, Danielle Evans, Christopher Hathaway, Aaron Granillo, Taylor Evans and Susie Leonard.

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Josh Lorenzini spoke about item 5.2 (layoff of Walter Weber); Amanda Ford, item 1.2 (Proposition 32) and Andrea Donado, item 1.11 (Recording of Board Meetings and archiving YouTube videos of board meetings).

The following items were part of the Consent Agenda

HUMAN RESOURCES (Academic)

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

APPOINTMENTS

Administrative Appointment	1
Hourly Instructor – Fall 2012	60
Hourly Counselor – Fall 2012	1
Hourly Non-Instructional Faculty – Fall 2012	5
Hourly Readers – Fall 2012	10
Non-paid Intern – Fall 2012	3
Stipend	27

IN-SERVICE CHANGES

Change of Assignment	1
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Management Professional Development/Evaluation Personnel Plan – Amended

The *Management Professional Development/Evaluation Personnel Plan* was previously approved and adopted by the Board of Trustees on August 28, 2012. The amended Plan now includes an updated Appendix A - Management Team Classifications and Salary Ranges, and Appendix C – Management Team Salary Schedule which will become effective July 1, 2013.

FISCAL SERVICES

FINANCE

Budget Transfers

Budget Transfer numbers 144462, 144463, 144464, 144465, 144466, 144480, 144481, 144503, 144567, 144601, 144620, and 144648 for the Unrestricted General Fund 01 in the amount of \$151,030 as listed:

From:	Academic Salaries	\$	5,477	
	Employee Benefits		166	
	Supplies		3,360	
	Services and Operating Expenses		131,531	
	Equipment		<u>10,496</u>	\$ <u>151,030</u>
To:	Classified Salaries	\$	26,754	
	Employee Benefits		2,226	
	Supplies		52,910	
	Services and Operating Expenses		3,406	
	Equipment		<u>65,734</u>	\$ <u>151,030</u>

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

Budget Transfer numbers 144483, 144513, and 144568 for the Restricted General Fund 12 in the amount of \$7,089 as listed:

From:	Classified Salaries	\$	909	
	Employee Benefits		2,097	
	Supplies		1,560	
	Services and Operating Expenses		<u>2,523</u>	\$ <u>7,089</u>
To:	Supplies	\$	2,523	
	Services and Operating Expenses		<u>4,566</u>	\$ <u>7,089</u>

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

Budget Transfer numbers 144482 and 144583 for the General Obligation Bond Measure E Fund 46 in the amount of \$30,000 as listed:

From:	Equipment			\$ <u>30,000</u>
To:	Services and Operating Expenses			\$ <u>30,000</u>

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

Budget Transfer number 144487 for the Veterans Stadium Operations Fund 58 in the amount of \$10,000 as listed:

From:	Equipment			\$ <u>10,000</u>
To:	Services and Operating Expenses			\$ <u>10,000</u>

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

Budget Transfer number 144485 for the Contracts/Community Education Fund 59 in the amount of \$1,128 as listed:

From:	Supplies	\$	628	
	Services and Operating Expenses		499	\$ <u>1,127</u>
To:	Classified Salaries	\$	555	
	Employee Benefits		72	
	Supplies		500	\$ <u>1,127</u>

There are no budget transfers greater than \$25,000 for the Contracts/Community Education Fund 59.

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Salary Warrants

Ratify issuance of salary warrants listed on Register Nos. 4771 - 4776 for the period of September 4, 2012 through September 28, 2012 in the amount of \$6,801,148.82 as listed:

Register No. 4771 Issue Date 9/10/12	Warrant Nos. 111042 – 111176	\$ 842,110.76
Register No. 4772 Issue Date 9/10/12	Warrant Nos. 111177 – 111253	\$ 127,118.94
Register No. 4773 Issue Date 9/10/12	Warrant Nos. 111254 – 111464	\$ 163,774.58
Register No. 4774 Issue Date 9/14/12	Warrant Nos. 111465 – 111516	\$ 65,058.26
Register No. 4775 Issue Date 9/14/12	Warrant Nos. 111517 – 111534	\$ 315,650.00
Register No. 4776 Issue Date 9/28/12	Warrant Nos. 111535 – 111596	\$ 5,287,436.28

Total Salary Warrants Issued: \$ 6,801,148.82

Commercial Warrants

Ratify issuance of commercial warrants listed for the period of September 4, 2012 through September 28, 2012 in the amount of \$6,414,913.23.

Unrestricted General Fund 01	\$ 2,437,074.06
Restricted General Fund 12	1,043,306.12
Child and Adult Development Fund 33	8,115.28
Capital Outlay Projects Fund 41	24,197.49
General Obligation Bond Fund 46	1,981,282.21
Veterans Stadium Operations Fund 58	16,857.12
Community/Contract Education Fund 59	14,864.82
Self-Insurance Fund 61	1,557.08
Payroll Clearing Fund 76	379,071.30
Retiree Benefits Fund 79	<u>508,587.75</u>

Total Commercial Warrants: \$ 6,414,913.23

Included in the total warrant expenditures of \$6,414,913.23 are the following payments greater than \$25,000, excluding utilities and employee benefits:

Unrestricted General Fund 01

1. \$ 47,810.09 to *Dell Financial Services* for lease of the servers and storage for the District data center for the period of 8/1/12 through 7/31/13.

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2. \$ 25,250.00 to *Community College League of California* for 2012/2013 annual membership dues.

Restricted General Fund 12

1. \$209,064.13 to *Santa Monica Community College District* for hosting a service center for the Small Business Development Center Network.
2. \$112,011.10 to *Santa Clarita Community College District* for hosting a service center for the Small Business Development Center Network.
3. \$104,697.00 to *Student Insurance* for 2012/2013 academic year student insurance coverage.
4. \$ 95,659.48 to *El Camino Community College District* for hosting a service center for the Small Business Development Center Network.
5. \$ 61,200.00 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.
6. \$ 57,633.99 to *Pacific Coast Regional Small Business Development* for hosting a service center for the Small Business Development Center Network.
7. \$ 44,486.73 to *Economic Development Collaborative* for hosting a service center for the Small Business Development Center Network.
8. \$ 37,500.00 to *Rief Media, Inc.* for outreach consulting, target list development, database creation, and advertising (digital media selection and radio ad).
9. \$ 28,543.37 to *Whittier College* for LBCC Upward Bound 2012 Summer program.

General Obligation Bond Fund 46

1. \$ 399,753.62 to *Cordoba Corporation* for facilities project management for August 2012.
2. \$ 386,402.23 to *Siemens Industry, Inc.* for energy improvement projects at the Liberal Arts Campus.
3. \$ 242,531.52 to *Krueger International, Inc.* for furniture for MDAB at the Pacific Coast Campus.
4. \$192,853.67 to *New Tangram, LCC* for furniture for MDAB at the Pacific Coast Campus.
5. \$143,080.28 to *C S Legacy Construction, Inc.* for the Liberal Arts Campus Front Quad Landscaping.
6. \$128,009.88 to *Angeles Contractor, Inc.* for Building CC construction at the Pacific Coast Campus.
7. \$ 84,292.25 to *Alley Cat Development, Inc.* for heated hot water/chilled water (HHW/CHW) line replacement at the Pacific Coast Campus.
8. \$ 71,658.00 to *T & M Painting and Construction* for painting of Building D at the Liberal Arts Campus.
9. \$ 25,081.95 to *Lynne Capouya, Inc.* for landscaping at the Liberal Arts and Pacific Coast Campuses.

Budget Increase (Decrease)

Restricted General Fund 12

2012-2013 Revised Budgets:

Dept. of Justice Young Entrepreneurs Academy (DOJ YEA Program 7080) \$ (1,803)

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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 93161.1 – With *Los Angeles Universal Preschool*, effective July 1, 2012 through June 30, 2013. Amount of funding is \$30,244.

Bond Contract Awards

CN 22052.3 – With *Waveguide Consulting, Inc.*, for a total amount not to exceed \$68,800 plus reimbursable expenses, effective October 24, 2012 through the end of the project, paid from the General Obligation Bond Fund.

CN 22052.4 – With *Waveguide Consulting, Inc.*, for a total amount not to exceed \$50,600 plus reimbursable expenses, effective October 24, 2012 through the end of the project, paid from the General Obligation Bond Fund.

CN 22052.5 – With *TK Design Solutions, Inc.*, for a total amount not to exceed \$75,400 plus reimbursable expenses, effective October 24, 2012 through the end of the project, paid from the General Obligation Bond Fund.

Bond Contract Amendments

CN 22026.6 – With *AMEC E&I, Inc.*, Amendment #4, to change the termination date from June 30, 2012 to June 30, 2013, at no additional cost.

CN 22042.1 – With *Lynn Capouya, Inc.*, Amendment #5, to increase the contract amount by \$195,025 for a total contract amount not to exceed \$2,073,606, paid from General Obligation Bond Fund.

CN 22042.3 – With *Converse Consultants*, Amendment #1, to change the termination date from June 30, 2012 to June 30, 2013 and increase the contract amount by \$50,000 for a total contract amount not to exceed \$350,000, paid from General Obligation Bond Fund.

CN 22045.8 – With *TYR, Inc.*, Amendment #2, to increase the contract amount by \$50,000 for a total contract amount not to exceed \$250,000, paid from General Obligation Bond Fund.

CN 22048.3 – With *Eaton Energy Solutions, Inc.*, Amendment #1, to increase the contract amount by \$12,000 for a total contract amount not to exceed \$136,900, paid from General Obligation Bond Fund.

CN 22049.7 – With *Harper Construction Company, Inc.*, Amendment #1, to increase the contract price by \$512,460 for a total contract amount of \$29,718,775, paid from General Obligation Bond Fund.

Contract Amendments

CN 95007.4 – With *Alameda County School Insurance Group (ACSIG)/Educational Dental Group Enterprise (EDGE)*, amending the Rate Appendix, effective October 1, 2012 through

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September 30, 2013. The ACSIG/EDGE fee is \$0.65 for each employee per month of enrollment and Delta Dental Administration rate is 5.87% of paid claims.

CN 99644.2 – With *RBC Dain Rauscher, Inc., E. J. De La Rosa & Co., Kinsell, Newcomb & DeDios, Inc., and Siebert Brandford Shank & Co., LLC*, Amendment #3, to provide underwriting services for the sale of general obligation bonds.

CN 99687.6 – With *Stefano's Pizza*, Amendment #1, to increase the contract amount by \$15,000 for a total contract amount not to exceed \$30,000, paid from Restricted General Fund.

Change Order Ratifications

CN 22048.2 – With *Fidelity and Deposit Company of Maryland*, Change Orders #2, #3, and #4, for the Building A Student Service Center project at the Liberal Arts Campus in the amounts of \$1,855; \$14,146; and \$22,199, respectively, for a total contract amount not to exceed \$7,353,115.78, paid from General Obligation Bond Fund.

Amendment to Board Action

CN 22033.7 – Amend the board action of June 26, 2012 with *Martinez Architects, Inc.*, to revise the Amendment number from #12 to #7.

CN 22043.4 – Amend the board action of June 26, 2012 with *GRD Consulting, LLC*, to revise the termination date from August 13, 2013 to August 31, 2013.

CN 22051.7 – Amend the board action of September 11, 2012 with *Asphalt, Fabric & Engineering, Inc.*, to correct the contract amount from \$244,348.50 to \$245,700.

Acceptance of Project Completion

CN 22048.9 – With *G. A. Dominguez* for the MDAB Renovation Portable Swing Space Classrooms & Offices at the Pacific Coast Campus for a total fee of \$372,320. Project was completed on June 15, 2012.

Ratification of Contracts Under \$25,000

Ratify contracts under \$25,000 for the period of September 12, 2012 through October 8, 2012 as listed:

CN 50032.3	Pacific Hospital of Long Beach	No Cost
CN 93156.8Y2	San Francisco Community College District	\$21,958.00
CN 93160.8	The Regents of the University of California	\$ 1,500.00
CN 99691.2	Economic Supply Co., Inc.	\$ 5,000.00
CN 99695.1	Y Public Relations, LLC	\$ 8,000.00

PURCHASING

Purchase Order Approvals/Ratifications

Authorize the issuance of purchase orders for the period of September 4, 2012 through September 28, 2012, in the amount of \$1,024,024.86 as listed:

PO #69911 – PO #70149

\$1,024,024.86

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There are no items greater than \$25,000 included in the total amount of purchase orders of \$1,024,024.86.

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

The motion carried, all voting aye.

HUMAN RESOURCES(Classified)

It was moved by Member Kellogg, seconded by Member Clark that the Board of Trustees approve/ratify the following actions:

APPOINTMENTS

Probationary	1
Permanent	3
Placement per Bumping Rights in Lieu of Layoff	1
Reinstatement	1
Working Out of Class	3
Temporary	7
Exempt from the Merit System	95

SEPARATION FROM THE DISTRICT

Layoff Due to Lack of Work/Lack of Funds	2
Release from Probation	1

Motion carried, all voting aye.

Presentation of CCA-LBCC and District Initial Bargaining Proposal (Informative)

The CCA-LBCC and District Initial Proposal dated September 21, 2012 for reopener negotiations for 2012-13 shall be presented at a public meeting of the Board of Trustees. The Proposal states:

All provisions of the current collective bargaining agreement in effect through June 30, 2013 shall remain in effect for one additional academic year until June 30, 2014.

Exceptions to the agreement include the following items which will continue to be negotiated and finalized during the 2012-2013 academic year:

- Article XI.H – Hours of Employment - Department Head Compensation and Re-Structure

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 be held at the meeting of the Board of Trustees on November 13, 2012. After the public has had the opportunity to express itself on the District's initial proposal, the Board of Trustees shall, at a public meeting, vote on its adoption.

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Revised Regulation – 3035 Administrative Reassignment Rights (Informative)

The *revised* regulation has been reviewed by the President's Leadership Council and is presented for informational purposes only and does not require Board action.

Revised District Policy/Regulation – 3003 (First Reading)

Academic Administrative Hiring

ACADEMIC SENATE (TITLE 5, SECTION 53203)

No items, no report.

SUPERINTENDENT-PRESIDENT

Update on Accreditation (Informative)

Dr. Eva Bagg provided the Board with the College Status Report on Student Learning Outcomes Implementation that was submitted to the Commission on October 15, 2012.

Superintendent-President's Report

President Oakley reported that on October 9, he attended a press event on the impact of Prop 30 with LBUSD at CSULB. There was great attendance and support from Dr. Lynn Shaw, CCA, as well as Trustee Otto. He encouraged everyone to pay attention to the issues and vote on November 6. Today, President Oakley participated with F. King Alexander in giving testimony at the Little Hoover Commission about the LB College Promise and how we have accomplished this with the three LB public education institutions. He announced that two of our outstanding administrators are leaving LBCC: Meena Singhal is going to Rancho Santiago Canyon College and Dr. Michael Collins is going to Santa Ana Community College as vice president of administrative services.

ACADEMIC AFFAIRS

No items, no report.

STUDENT SUPPORT SERVICES

No items, no report.

PACIFIC COAST CAMPUS

No items, no report.

College Advancement and Economic Development

No items, no report.

ACADEMIC SENATE

Department Presentations in response to program discontinuance process: Dr. Juarez introduced Elias Daughdrill, Associate Professor who presented information on the Film program here at LBCC and instructor John Louie from the Auto Body department, presented a slideshow with regards to demographics, success rates, jobs and hiring. A representative from Hyundai, John Medina, also joined in and presented a PowerPoint on the future and current needs for automotive service technicians and mechanics.

TRUSTEES COMMUNICATIONS

President Uranga announced that he has completed his 1-year term as the ACCT chairman and thanked Trustees Otto and Kellogg for attending the Boston conference and the support of the Board for allowing him to pursue this once in a lifetime opportunity. Trustee Uranga is the first Latino to serve as chair with ACCT in 40 years and now moves on to immediate past chair. President Uranga announced that the November 13 Board meeting would be at LAC instead of PCC due to the interest and will provide more space for our participants. Member Kellogg said he was very proud to attend and support Trustee Uranga at ACCT in Boston. Member Kellogg reminded everyone that there is criteria that will be used in the process of program discontinuance as the departments make their presentations.

NEW BUSINESS

There was no new business.

FUTURE REPORTS

Future Reports or Discussion Items Requested by Board members:

- Ongoing updates on the Accreditation status of SLOs over the next 3 months
- Review of Board Self-Assessment form

PUBLIC COMMENTS ON NON-AGENDA ITEMS

The following students and community persons expressed their concerns to the Board regarding program discontinuance process of the following programs/departments:

Andrea Donado, Moira Rose Smith, Kenneth Jones, Dianna Pelenate, Nate Lubben, Christopher Chinn, David Sholle, Christ Robinson, Mathew Tate, Juanita Mitchell.

Dr. Lynn Shaw, President CCA, spoke about supporting Prop 30 and opposing Prop 32 and the program discontinuance process and Janét Hund spoke about Prop 30.

ADJOURNMENT

President Uranga adjourned the meeting at 9:45 p.m. The next regular meeting of the Board of Trustees will be held on November 13, 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.

Assistant Secretary