

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

**Minutes of Meeting of  
May 14, 2013**

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 E. Carson Street, Long Beach, on May 14, 2013.

**CALL TO ORDER**

The meeting was called to order at 4:10 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 Uranga reported that, in closed session, the Board of Trustees conferred with our attorney regarding Student Trustee Troia's demands for cure and correction and the Board responded in writing to Student Trustee Troia's letter on May 6, 2013 indicating that the allegations are frivolous and totally lacking in merit. A copy of the response will be available through the board secretary.

**PLEDGE OF ALLEGIANCE**

Member Kellogg led the Pledge of Allegiance.

**ROLL CALL**

Present: President Uranga, Vice President Kellogg, Member Bowen,  
Member Clark and Member Otto

Absent: Student Trustee Troia

**WELCOME AND INTRODUCTIONS**

Board President Uranga welcomed everyone to the meeting. President Oakley announced and honored the following academic personnel retiring this year: Donna Prindle (thirty-eight years), Evacelia Talastas (thirty-eight years) and Richard Yentch (twelve years). Academic personnel retiring this year, but not present: Linda Bell (nineteen years of service), Ralph De La Ossa ((fifteen years of service), Thomas Dustman (thirty-one years of service) and Betty Martin (twenty-seven years of service). Classified personnel retirees not present: Michele Brown (eight years of service), Mary Ann McElroy (seven years of service) and Irene Polly (twenty-three years of service).

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**APPROVAL OF MINUTES**

It was moved by Member Bowen, seconded by Member Clark, that the minutes of the meeting of, April 23, 2013, be approved with the correction on page one to show that Member Clark was “absent” from the meeting, not “present” and stands approved as distributed with this correction.

**ORDERING OF THE AGENDA**

There was no reordering of the agenda.

**REPORT OF BOARD OF TRUSTEES**

**Resolution, Classified School Employee Week**

It was moved by Member Bowen, seconded by Member Clark, that the Board of Trustees adopt Resolution No. 051413A declaring the week of May 19-25, 2013, 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**

There was no report.

**PUBLIC COMMENTS ON AGENDA ITEMS**

There were no public comments on agenda items.

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

**HUMAN RESOURCES (Certificated)**

**RECOMMENDATION**

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

**APPOINTMENTS**

Stipend 1

**IN-SERVICE CHANGES**

Leave of Absence Without Pay 1

**SEPARATION FROM THE DISTRICT**

Retirement 7

**HUMAN RESOURCES (Classified)**

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

**APPOINTMENTS**

Probationary 3

Administrative Transfer 1

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Temporary	3
Exempt from the Merit System	24

**INSERVICE CHANGES**

Leave of Absence without Pay	1
Change to Previous Board	2

**SEPARATION FROM THE DISTRICT**

Retirement	2
Retirement in Lieu of Layoff	1

**FISCAL SERVICES**

**FINANCE**

That the Board of Trustees approve the following actions:

**Budget Transfers**

**Unrestricted General Fund 01**

Budget Transfer numbers 146646, 647, 692, 693, 694, 695, 735, 737, 751, 752, 776, 793, 802, 803, 805, 823, 824, 841, 842, 911, 912, and 932 for the Unrestricted General Fund 01 total \$125,264. Of that total, \$71,009 involved changes in the major object groups as summarized below:

From: Academic Salaries	\$	1,739	
Employee Benefits		261	
Supplies and Materials		3,135	
Services and Operating Expenses		64,975	
Capital Outlay		<u>899</u>	\$ <u>71,009</u>
To: Classified Salaries	\$	272	
Employee Benefits		35	
Supplies and Materials		34,937	
Services and Operating Expenses		3,095	
Capital Outlay		<u>32,670</u>	\$ <u>71,009</u>

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

**Restricted General Fund 12**

Budget Transfer numbers 146648, 696, 697, 698, 705, 738, 742, 789, 790, 794, 838, 903, 905, 906, 932 and 933 for the Restricted General Fund 12 total \$192,755. Of that total, \$105,824 involved changes in the major object groups as summarized below:

From: Academic Salaries	\$	13,047	
Classified Salaries		38,325	
Employee Benefits		14,106	
Supplies and Materials		9,811	
Services and Operating Expenses		22,788	
Capital Outlay		1,747	
Other Outgo		<u>6,000</u>	\$ <u>105,824</u>

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To: Academic Salaries	\$	5,573	
Classified Salaries		12,861	
Employee Benefits		5,138	
Supplies and Materials		16,327	
Services and Operating Expenses		12,580	
Capital Outlay		<u>53,345</u>	\$ <u>105,824</u>

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

**Child Development Fund 33**

Budget Transfer number 146736 for the Child Development Fund 33 total is \$235. There are no changes in the major object groups.

There are no budget transfers greater than \$25,000 for the Child Development Fund 33.

**Capital Projects Fund 41**

Budget Transfer number 146806 for the Capital Projects Fund 41 total is \$2,525. There are no changes in the major object groups.

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

**Contract/Community Education Fund 59**

Budget Transfer numbers 146699 and 934 for the Contract/Community Education Fund 59 total is \$2,500. Of that total, \$2,000 involved changes in the major object groups as summarized below:

From: Services and Operating Expenses		\$ <u>2,000</u>
To: Supplies and Materials		\$ <u>2,000</u>

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

**Salary Warrants**

Ratify issuance of the salary warrants Register No. 4812 – 4816 for the period April 1, 2013 through April 19, 2013 in the amount of \$1,928,016.16 as listed:

Register No. 4812 Issue Date 4/10/13	Warrant Nos. 202028—202131	\$ 982,299.05
Register No. 4813 Issue Date 4/10/13	Warrant Nos. 202132—202193	268,203.78
Register No.4814 Issue Date 4/10/13	Warrant Nos. 202194—202544	336,862.54
Register No. 4815 Issue Date 4/16/13	Warrant Nos. 202545—202562	25,569.79

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Register No. 4816  
Issue Date 4/16/13

Warrant Nos. 202563—202580

315,081.00

Total Salary Warrants Issued: \$ 1,928,016.16

**Commercial Warrants**

Ratify issuance of commercial warrants listed for the period April 1, 2013 through April 19, 2013 in the amount of \$4,112,329.47.

Unrestricted General Fund 01	\$ 1,339,732.93
Restricted General Fund 12	311,667.56
Child and Adult Development Fund 33	936.84
Capital Outlay Projects Fund 41	12,838.81
General Obligation Bond Fund 46	1,895,865.43
Veterans' Stadium Operations Fund 58	15,278.94
Community/Contract Education Fund 59	8,767.99
Self Insurance Fund 61	5,591.04
Student Financial Aid Fund 74	50.00
Payroll Clearing Fund 76	134,858.48
Retiree Benefits Fund 79	<u>386,741.45</u>

Total Commercial Warrants: \$ 4,112,329.47

Included in the total warrant expenditures of \$4,112,329.47 are the following payments greater than \$25,000, excluding utilities and employee benefits:

**Unrestricted General Fund 01**

1. \$ 50,000 to *United States Postal Services* for postage for the meter.
2. \$ 29,103 to *Simplex Grinnell, LLP* for alarm monitoring, fire alarm testing and inspection on the Pacific Coast and Liberal Arts Campuses in April, May and June 2013.

**Restricted General Fund 12**

1. \$ 74,845 to *Cal State University Los Angeles Auxillary Services, Inc.* for reimbursement of expenses related to the operation and delivery of services provided by the SBDC Service Center.
2. \$ 32,900 to *Long Beach Community College* for reimbursement of expenses related to the CARE program.

**General Obligation Bond Fund 46**

1. \$ 472,286 to *New Tangram, LLC* for furniture, installation and design services in Building A at the Liberal Arts Campus.
2. \$ 421,423 to *Bayley Construction* for construction costs associated with the MDAB renovation project at the Pacific Coast Campus.
3. \$ 224,304 to *CS Legacy Construction, Inc.* for Front Quad landscaping at the Liberal Arts Campus.

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4. \$ 220,324 to *Angeles Contractor, Inc.* for construction costs associated with the Building CC Renovation project at the Pacific Coast Campus.
5. \$ 78,066 to *George A. Dominguez* for construction costs associated with the MDAB Site Renovation Swing Space project at the Pacific Coast Campus.
6. \$ 57,757 to *McMurray Stern, Inc.* for the furnishing and installation of filing systems and storage solutions in Building A at the Liberal Arts Campus.
7. \$ 51,915 to *Community Bank Escrow #1660* for escrow retention for the MDAB Renovation project at the Pacific Coast Campus.
8. \$ 46,022 to *Caldwell Architects, Inc.* for design services at the Library and Learning Resource Center project at the Liberal Arts Campus.
9. \$ 34,080 to *GRD Consulting, LLC* for administrative costs for professional facility planning and technical support services on construction projects in March 2013.
10. \$ 34,061 to *Premier Cabling Solutions* for installation of cabling for MDAB project at the Pacific Coast Campus.

**Budget Increase (Decrease)**

**Unrestricted General Fund 01**

**2012-2013 Budget Revisions:**

Materials Fees and Facility use fees Program 0990 and 0991	\$ (13,485)
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**Restricted General Fund 12**

**2012-2013 New Budgets:**

10,000 Small Businesses Program 8696	\$ 2,499,685
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**2012- 2013 Budget Revisions:**

Board Financial Assistance (BFAP) Program 0710	\$ 7,998
Disabled Student Programs & Services (DSPS) Program 0200	88,517
Project Launch Financial Aid Program 9512	1,820

**Contract/Community Education Fund 59**

**2012-2013 Budget Revisions:**

State Trade Export Program II (STEP) 7065	\$ 32,200
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**Financial Aid Fund 74**

**2012- 2013 Budget Revisions**

Project Launch Financial Aid Program 9512	\$ (1,820)
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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 93163.4 – With *Chancellor’s Office, California Community Colleges*, Amendment #1 to increase the funding by \$547,195, for a total grant amount not to exceed \$646,695.

CN 93163.8 – With *Chancellor’s Office, California Community Colleges*, effective October 1, 2012 through September 29, 2013. Amount of funding is \$142,529.

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**Bond Contract Amendments**

CN 22043.4 – With *GRD Consulting, LLC*, Amendment #2, to change the termination date from August 31, 2013 to August 31, 2014 and increase the contract amount by \$414,920 for a total contract amount not to exceed \$1,821,368, paid from General Obligation Bond Fund.

**Contract Amendments**

CN 99682.4 – With *City of Long Beach*, Amendment #1, to extend the contract through September 30, 2014 and to increase the authorized amount by \$3,716,355.

**Change Order Ratifications**

CN 22050.4 – With *C. S. Legacy Construction, Inc.*, Change Order #1, for the North Campus Front Quad Landscaping project at the Liberal Arts Campus in the amount of \$47,062.15 for a total contract amount not to exceed \$2,318,626.40 paid from General Obligation Bond Fund. Total approved change order represents 2.07%.

**Acceptance of Project Completion**

CN 22052.8 – With *A. J. Fistes Corporation* for the Building D 1<sup>st</sup> & 3<sup>rd</sup> Floors Interior Painting project at the Liberal Arts Campus for a total fee of \$33,366. Project was completed on January 26, 2013.

**Ratification of Contracts Under \$175,000**

Ratify contracts under \$175,000 for the period of April 1, 2013 through April 26, 2013 as listed:

CN 22050.9	Rodney Freight	\$ 86,000.00	Door hardware consultant
CN 50003.5	St. Mary Medical Center	No Cost	Clinical – EMT program
CN 50035.3	Bellflower Unified School District	No Cost	Promise Pathways program
CN 93163.3	SA Recycling	Market rates per pound	Bulk scrap metal materials
CN 99648.8	Cybersource Corporation	\$ 45,000.00	Internet payment transactions
CN 99662.6	Vavrinek, Trine, Day & Co., LLP	\$ 35,000.00	Bond arbitrage calculation
CN 99686.5	Steven Lehat	\$ 5,760.00	Business Advisor
CN 99688.2	Leticia Valadez	\$107,000.00	Business Advisor
CN 99692.7	Rithya Tang	\$131,500.00	Business Advisor
CN 99693.8	Susan C. DeLand	\$110,000.00	Business Advisor
CN 99695.1	Y Public Relations, LLC	\$ 21,000.00	Public relations/editorial placement services
CN 99696.4	P2P Consulting	\$104,000.00	Business Advisor
CN 99696.5	VC Systems	\$ 35,000.00	Advance Transportation Tech Training
CN 99696.8	Se Reed Media	\$ 30,000.00	Business Advisor
CN 99698.4	Granat Consulting	\$ 15,000.00	Business Advisor

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CN 99699.2	Smolarcorp	\$ 15,000.00	Business Advisor
CN 99701.4	Performance Branding Services	\$ 10,000.00	Business Advisor
CN 99701.8	Professional Trucking School	\$ 63,225.00	Commercial Driver Training Program
CN 99702.2	Joel Anthony Ayala	\$ 54,000.00	State Partnership Consultant – Cal. SBDC
CN 99702.5	IMM Management	\$ 90,000.00	Business Advisor

**PURCHASING**

**Purchase Order Approvals/Ratifications**

Authorize the issuance of purchase orders for the period of April 1, 2013 through April 19, 2013, in the amount of \$275,297.04 as listed:

PO #70889 – PO #70961 \$275,297.04

Included in the total amount of purchase orders of \$275,297.04 is the following item greater than \$25,000:

**Restricted General Fund – 12**

PO #70923	<i>Express Video Supply Inc.</i>	\$ 64,243.18
	Audio/Video equipment and supplies for the Film Department	

It was moved by Member Otto, 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)**

**Approval of Certificates of Accomplishment**

It was moved by Member Clark, seconded by Member Kellogg, that the Board of Trustees approve the following seven (7) Certificates of Accomplishment.

Business Administration/Business

- Foundations of Accounting
- Foundations of Business
- Foundations of International Business
- Foundations of Management
- Foundations of Marketing

History & Political Science

- Political Science – General
- Political Science - Global

The motion carried, all voting aye.



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**Revision to Curriculum Guide – Associate Degrees for Transfer**

It was moved by Member Bowen, seconded by Member Otto, that the Board of Trustees approve the following curriculum guides: Associate in Science in Administration of Justice for Transfer and Associate in Arts in Music for Transfer.

The motion carried, all voting aye.

**Revision to Curriculum Guide – Customer Service/Help Desk**

It was moved by Member Bowen, seconded by Member Clark, that the Board of Trustees approve the revised Customer Service/Help Desk Curriculum Guide.

The motion carried, all voting aye.

**Additional Courses to General Education Plans for ECON 3**

It was moved by Member Clark, seconded by Member Kellogg, that the Board of Trustees approve ECON 3, General Concepts in Economics, for inclusion on General Education Plan A in Social Sciences; General Education Plan B in Area D2: Social Sciences; and General Education Plan C in Area 4B: Social and Behavioral Sciences.

The motion carried, all voting aye.

**Additional Courses to General Education Plans for LEARN 11**

It was moved by Member Otto, seconded by Member Clark, that the Board of Trustees approve LEARN 11, Learning & Academic Strategies, for inclusion on General Education Plan B in Area E1: Lifelong Learning & Self-Development.

The motion carried, all voting aye.

**SUPERINTENDENT-PRESIDENT**

**Superintendent-President's Report**

President Oakley talked about his interview and great time with KLBC.org, home to LBCC's student operated radio station and LBCC's commencement on June 6. President Oakley talked about the Governor's "May Revise" budget for California today and applauds his commitment to public education. Later, President Oakley thanked CHI President Karen Roberts and the part-time faculty union for reaching a 3-year contract and that Karen has done a wonderful job representing the part-time faculty.

**ACADEMIC AFFAIRS**

**Child Care Fee Increases – 2013-2014**

It was moved by Member Bowen, seconded by Member Clark, that the Board of Trustees approve the proposed fee increases for the Child Care Center effective July 1, 2013:

***Children ages 2-3 years old/before kindergarten entrance:***

	Per Session	Full-Time Weekly Rate
Students/Staff/Faculty/Community	\$44.00 per day (\$4.89 per hour)	\$218.00 per week

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**Children ages 3-5 years old/before kindergarten entrance:**

	Per Session	Full-Time Weekly Rate
Students/Staff/Faculty/Community	\$42.00 per day (\$4.67 per hour)	\$206.00 per week

A mid-year re-enrollment fee of \$75.00 will apply if a family withdraws and reenrolls within the same fiscal year.

Registration fees will be increased to \$100.00 for the fiscal year. The current fee is \$95.00.

Activity Fees are increased by \$5.00 per session. Proposed fees would be \$25.00 during the fall and spring semesters and \$15.00 during the summer.

The motion carried, all voting aye.

**STUDENT SUPPORT SERVICES**

**Annual Approval for Student Trustee to Receive Compensation for Board Meetings**

It was moved by Member Otto, seconded by Member Clark, that the Board of Trustees approve compensation for the Student Trustee in the amount of twenty-five (25) percent of the monthly amount paid to publicly elected trustees or \$100 per month.

The motion carried, all voting aye.

**Promise Pathways Alternative Placement Presentation (Informative)**

Vice President Greg Peterson provided a PowerPoint to update the Board on Promise Pathways (alternative placement model) on what we had implemented this last year and what changes will be for next year. One of the changes is to increase the number of students participating; resulting in approximately 400-500 additional students.

**ADMINISTRATIVE SERVICES**

**2012-2013 Third Quarter Budget Performance Report (Informative)**

Ann-Marie Gabel, Vice President, Administrative Services presented the 2012-2013 Third Quarter Budget Performance report. The report covers the Unrestricted General Fund and the financial activity occurring from July 1, 2012 through March 31, 2013.

**2012-2013 CCFS-311Q Third Quarter Financial Status Report**

It was moved by Member Clark, seconded by Member Kellogg, that the Board of Trustees approve the 2012-13 Quarterly Financial Status Report as of March 31, 2013 for the Long Beach Community College District and authorize transmittal of the report to the California Community Colleges Chancellor's Office.

The motion carried, all voting aye.

**Education Protection Account Funding and Expenditures (Proposition 30, The Schools and Local Public Safety Act of 2012)**

It was moved by Member Bowen, seconded by Member Clark, that the Board of Trustees approve the use of the estimated \$15,574,550 of Education Protection Account proceeds resulting from the passage of Proposition 30 to partially fund instructional salaries and benefits.

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The motion carried, all voting aye.

**Revised District Policy – 6003**

Purchasing and Materials

It was moved by Member Otto, seconded by Member Kellogg, that the Board of Trustees approve the revised policy

The motion carried, all voting aye.

**Revised Regulation – 6003 (Informative)**

Purchasing and Materials

The revised regulation was presented for informational purposes only and does not require Board action.

**Revised District Policy – 6008**

Delegation of Authority for General Business

It was moved by Member Otto, seconded by Member Kellogg, that the Board of Trustees approve the revised policy.

The motion carried, all voting aye.

**Revised District Policy – 6009**

Bids and Contracts

It was moved by Member Otto, seconded by Member Clark, that the Board of Trustees approve the revised policy.

The motion carried, all voting aye.

**Revised Regulation – 6009 (Informative)**

Bids and Contracts

The revised regulation was presented for informational purposes only and does not require Board action.

**New District Policy – 6013**

Auxiliary Organization Operations

It was moved by Member Clark, seconded by Member Kellogg, that the Board of Trustees approve the new policy.

The motion carried, all voting aye.

**New Regulation – 6013 (Informative)**

Auxiliary Organization Operations

The revised regulation was presented for informational purposes only and does not require Board action.

**PACIFIC COAST CAMPUS**

No items, no report.

**COLLEGE ADVANCEMENT AND ECONOMIC DEVELOPMENT**

No items, no report.

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**ACADEMIC SENATE**

No report.

**TRUSTEES COMMUNICATIONS**

Member Kellogg commented on the FAA handouts provided by student Rose Vance. Member Otto reminded everyone about the following upcoming student/campus events:

May 28 Student Life Awards Reception – The Grand

May 31 ASB Banquet – The Grand

The two blood drives at PCC hit over 113% of their goal for donations in pints; Cinco DeMayo was celebrated at both campuses to educate students on the history of the holiday and served great food. ASB with student council and clubs will be putting together a float and marching in the LB Pride Parade this Sunday. Spring Sing was Friday, May 3<sup>rd</sup> and was a great success in its new location in the Hall of Champions.

**NEW BUSINESS**

There was no new business.

**FUTURE REPORTS**

There were no new requests for future reports.

**PUBLIC COMMENTS (NON-AGENDA ITEMS)**

Ms. Karen Roberts announced that CHI (part-time faculty) and the District have reached a tentative agreement and thanked President Oakley for the offer to pay for rental on commencement gowns for seven part-time faculty. Students Andrea Donato spoke to the Board against AB 955; Rose Vance, John Kindred and Marshawn Frasier addressed the Board on the subject of program discontinuance, specifically about the aviation program and the student forums.

**ADJOURNMENT**

President Uranga adjourned the meeting in memory of Charles Westlund who served the community of Long Beach for many years. The next regular meeting of the Board of Trustees will be held on May 28, 2013. 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