

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

**Minutes of Meeting of
September 11, 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 September 11, 2012.

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 5:07 p.m., in Building T, Room 1100, Liberal Arts Campus. Board President Uranga reported that, in closed session, there was no action taken.

PLEDGE OF ALLEGIANCE

LBCC Veterans Club students Jose Nuila and Ted Khim carried the flags in honor of the 11th anniversary of 9/11 and led the pledge of alliance.

ROLL CALL

Present: President Uranga, Vice President Kellogg, Member Bowen,
Member Clark, Member Otto and Student Trustee Troia.

WELCOME AND INTRODUCTIONS

Board President Uranga welcomed everyone to the meeting.

APPROVAL OF MINUTES

It was moved by Member Clark, seconded by Member Kellogg, that the minutes of the meeting of, August 28, 2012, be approved as distributed. The motion carried.

ORDERING OF THE AGENDA

There was no reordering of the agenda.

REPORT OF BOARD OF TRUSTEES

2012-2013 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 Uranga declared the public hearing open and called for comments on the 2012-2013 proposed budget. Hearing no more responses, President Uranga declared the public hearing closed.

Resolution, Support of Proposition 30 – Schools and Local Public Safety Protection Act

It was moved by Member Bowen, seconded by Member Clark, that the Board approve Resolution No. 091112A to support Proposition 30 – Schools and Local Public Safety Protection Act.

The motion carried, all voting aye.

Student Trustee advisory vote: Aye.

Committee Reports

There were no committee reports.

STUDENT TRUSTEE

Mr. Troia shared concerns about the plans to lay off an ASB full-time student discipline position due to budget cuts, but there are plans to fill the position with one that has a higher salary. He asks that more time be spent on this decision making.

PUBLIC COMMENTS ON AGENDA ITEMS

Thomas Hamilton, President, AFT and classified employee Anne Engle both addressed the Board on the item for reduction of classified service.

The following items were part of the Consent Agenda

HUMAN RESOURCES (Academic)

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

APPOINTMENTS

Stipend 11

IN-SERVICE CHANGES

Change of Title 1

SEPARATION FROM THE DISTRICT

Resignation 1

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HUMAN RESOURCES (Classified)

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

APPOINTMENTS

Probationary	4
Working Out Of Class	1
Temporary	40

INSERVICE CHANGES

Mileage	7
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SEPARATION FROM THE DISTRICT

Release from Probation	1
Resignation	1

FISCAL SERVICES

FINANCE

Budget Transfers

There are no budget transfers for this period.

Salary Warrants

Ratify issuance of salary warrants listed on Register Nos. 4766-4769 for the period of August 6, 2012 through August 17, 2012 in the amount of \$1,026,554.13 as listed:

Register No. 4766 Issue Date 8/9/12	Warrant Nos. 110777 – 110802	\$ 505,191.55
Register No. 4767 Issue Date 8/9/12	Warrant Nos. 110803 – 110953	\$ 225,757.14
Register No. 4768 Issue Date 8/16/12	Warrant Nos. 110954 – 110960	\$ 17,908.44
Register No. 4769 Issue Date 8/16/12	Warrant Nos. 110961 – 110978	\$ 277,697.00
Total Salary Warrants Issued:		<u>\$ 1,026,554.13</u>

Commercial Warrants

Ratify issuance of commercial warrants listed for the period of August 6, 2012 through August 17, 2012 in the amount of \$3,630,955.18.

Unrestricted General Fund 01	\$ 418,855.58
Restricted General Fund 12	173,206.82
Child and Adult Development Fund 33	1,063.34
Capital Outlay Projects Fund 41	472.99

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General Obligation Bond Fund 46	3,003,740.62
Veterans' Stadium Operations Fund 58	2,609.02
Community/Contract Education Fund 59	1,219.79
Self Insurance Fund 61	3,542.19
Payroll Clearing Fund 76	<u>26,244.83</u>

Total Commercial Warrants: \$ 3,630,955.18

Included in the total warrant expenditures of \$3,630,955.18 are the following payments greater than \$25,000, excluding utilities and employee benefits:

Restricted General Fund 12

1. \$ 38,410 to *Moss Adams LLP* for professional auditing services for the Small Business Development Center.
2. \$ 37,500 to *Rief Media Inc.* for consulting and advertising services for the 10,000 Small Businesses Program.

General Obligation Bond Fund 46

1. \$ 1,100,238 to *Bayley Construction* for construction services for the Pacific Coast Campus Multi-Disciplinary Academic Building (MDAB) Renovation project.
2. \$ 471,402 to *Angeles Contractor, Inc.* for the Building CC Renovation project at the Pacific Coast Campus.
3. \$ 377,189 to *Cordoba Corporation* for facilities project management and program management services for July 2012.
4. \$ 157,332 to *Dell Marketing L.P.* for desktop computers for the Pacific Coast Campus Multi-Disciplinary Academic Building (MDAB).
5. \$ 122,248 to *Community Bank, Escrow #1660* for escrow retention for the MDAB Renovation project at the Pacific Coast Campus.
6. \$ 100,095 to *Apple Computer, Inc.* for the iMac computers for the MDAB at the Pacific Coast Campus.
7. \$ 84,389 to *The Garland Company, Inc.* for roofing materials at both the Pacific Coast and Liberal Arts Campuses.
8. \$ 79,930 to *Spinitar* for audio visual equipment for the MDAB at the Pacific Coast Campus.
9. \$ 64,160 to *GRD Consulting LLC* for support services for construction projects at both the Pacific Coast and Liberal Arts Campuses.
10. \$ 56,152 to *SEWUP JPA/ Keenan & Associates* for insurance coverage for the North Campus Front Quad Landscape project at the Liberal Arts Campus.
11. \$ 52,378 to *Wilshire State Bank* for escrow retention for the Building CC Renovation project at the Pacific Coast Campus.
12. \$ 49,405 to *Oceanstate Development, Inc.* for the Building I Landscape and Parking Lot project at the Liberal Arts Campus.
13. \$ 36,603 to *G2K Construction, Inc.* for the Building I Bookstore project at the Liberal Arts Campus.
14. \$ 26,840 to *Julian Fonseca dba Fon-Seca Cabinet & Fixture Company* for the Building I Casework project at the Liberal Arts Campus.

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15. \$ 25,432 to *RBKK, Inc.* for construction inspection services for the Building A Student Services Retrofit project at the Liberal Arts Campus.

Reissuance of Salary Warrant

Authorize the reissuance of salary warrant No. 761209, dated December 10, 2007, to Gerardo Nebbia in the amount of \$568.21. This action is required in accordance with Education Code Section 85270 which states that all warrants exceeding two and one half years go back to the Board for approval.

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 93159.9 – With *California Department of Education*, Amendment #1 to increase the amount of funding to \$500,200.

Bond Contract Awards

CN 22051.7 – With *Asphalt, Fabric & Engineering, Inc.*, for the Asphalt Trench Repair (Rebid) project at the Liberal Arts Campus for a total contract amount not to exceed \$244,348.50, paid from General Obligation Bond Fund.

CN 22051.8 – With *Tecta Roofing Southern California, Inc.* for the Veterans' Memorial Stadium Roof Replacement project at the Liberal Arts Campus for a total contract amount not to exceed \$517,400, paid from General Obligation Bond Fund. Per Public Contract Code §20651, the District is awarding to the lowest responsible bidder and rejecting all others.

Bond Contract Amendments

CN 22018.8 – With *Hill Partnership, Inc.*, Amendment #14, to increase the contract amount by \$5,762.50 for a total contract amount not to exceed \$3,144,906.47, paid from General Obligation Bond Fund.

CN 22042.1 – With *Lynn Capouya, Inc.*, Amendment #4, to increase the contract amount by \$650 for a total contract amount not to exceed \$1,878,581, paid from General Obligation Bond Fund.

CN 22044.5 – With *Sandy Pringle Associates Inspection Consultants, Inc.*, Amendment #1, to increase the contract amount by \$18,013.30 for a total contract amount not to exceed \$234,519.30, paid from General Obligation Bond Fund.

Contract Awards

CN 99694.4 – With *CollegeNET, Inc.*, effective September 12, 2012 through December 31, 2017 for a one-time licensing fee of \$25,000 and an annual maintenance fee of \$26,940, paid from the Unrestricted General Fund.

CN 99694.5 – With *Daktronics, Inc.*, effective September 15, 2012 through June 30, 2017 for a total contract amount of \$47,115, paid from the Unrestricted General Fund.

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Contract Amendments

CN 95008.4 – With *Anthem Blue Cross*, for the Prudent Buyer Plan (PPO) for eligible District employees, dependents and retirees to change the termination date from June 30, 2012 to June 30, 2013.

CN 95008.5 – With *Anthem Blue Cross – California Care* for the Health Maintenance Organization (HMO) Plan, for eligible District employees, dependents and retirees to change the termination date from June 30, 2012 to June 30, 2013.

CN 95008.7 – With *Anthem Blue Cross* to provide benefits under the Anthem MedicareRx, a Medicare Prescription Drug Plan to change the termination date from June 30, 2012 to June 30, 2013 at a monthly rate of \$234.05 per member per month.

CN 95008.8 – With *Anthem Blue Cross Life and Health Insurance Company* to provide a Medicare Prescription Drug Plan for eligible retirees and/or dependents to change the termination date from June 30, 2012 to June 30, 2013.

CN 95011.8 – With *Managed Health Network*, to provide administrative services for the provision of behavioral and mental health services for eligible District employees and dependents to change the termination date from June 30, 2012 to June 30, 2013.

Change Order Ratifications

CN 22048.9 – With *G.A. Dominguez*, Change Order #2 for the MDAB Renovation Portable Swing Space Classrooms & Offices project at the Pacific Coast Campus in the amount of \$5,084 for a total contract amount not to exceed \$372,320, paid from General Obligation Bond Fund. Total approved change orders represent 3.80% of the contract amount.

CN 22049.8 – With *Fast-Track Construction Corporation, Inc.*, Change Order #1 for the MDAB Swing Space Tenant Improvements to Existing Portables, Bldgs. MM and OO project at the Pacific Coast Campus in the amount of \$2,441 for a total contract amount not to exceed \$216,761, paid from General Obligation Bond Fund. Total approved change order represents 1.14% of the contract amount.

Use of Other Agencies Bids

Foundation for California Community Colleges #CB09-100 – With *Kruger International, Inc.*, to provide office areas and other specialty application furniture effective August 24, 2012 through August 23, 2013.

Ratification of Contracts Under \$25,000

Ratify contracts under \$25,000 for the period of August 14, 2012 through August 28, 2012 as listed:

CN 22050.1	Troller Mayer Associates, Inc.	\$15,850
CN 50031.9	U.S. Small Business Administration/Herron	No Cost
CN 50032.1	California State University of L.B.	No Cost
CN 93160.7	KaBoom	\$ 750

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PURCHASING

Purchase Order Approvals/Ratifications

Authorize the issuance of purchase orders for the period of August 6, 2012 through August 17, 2012, in the amount of \$450,862.00 as listed:

PO #69690 – PO #69811 \$450,862.00

Included in the total amount of purchase orders of \$450,862.00 are the following items greater than \$25,000:

Restricted General Fund – 12

PO #69710 *Allied Paving Company* \$70,000.00
District parking lot surfacing, striping and repair

PO #69711 *Kleen-Sweep* \$26,000.00
Parking lot sweeping at LAC and PCC

PO #69736 *Assessment Technologies Institutes, LLC* \$26,888.00
RN comprehensive assessment and review program

Capital Projects Fund – 41

PO #69796 *Southland Instruments Inc.* \$25,651.90
Binocular microscopes for Biology labs in MDAB

General Obligation Bond Fund – 46

PO #69712 *Sanako, Inc.* \$31,280.00
Software license, installation and training
for new ESL lab in MDAB

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.

HUMAN RESOURCES

Resolution, Reduction of Classified Service

It was moved by Member Clark, seconded by Member Kellogg, that the Board of Trustees adopt Resolution No. 091112B, Reduction of Classified Service.

The motion carried, all voting aye.

ACADEMIC SENATE (TITLE 5, SECTION 53203)

No items, no report.

SUPERINTENDENT-PRESIDENT

Superintendent-President's Report

President Oakley echoed the comments of Trustee Uranga about the 9/11 anniversary and that we will continue to honor those who died on that day. The 85th Anniversary of LBCC will kick off at Wilson High School, where Long Beach Junior College opened in 1927 and back to LAC to continue the celebration. Over the weekend, President Oakley, Trustees Kellogg and Otto attended and participated in the Latin American Parade. On Oct. 9, a conference on Diversity, Equity, & Inclusion in Higher Education will be held here at LAC and the theme is Walking the Talk.

ACADEMIC AFFAIRS

Overview of Criteria and Process for Program Discontinuance

Gaither Loewenstein, Vice President of Academic Affairs, prepared a PowerPoint to provide the Board of Trustees an overview of the criteria and process for program discontinuance.

STUDENT SUPPORT SERVICES

No items, no report.

ADMINISTRATIVE SERVICES

2012-2013 Adopted Budget

It was moved by Member Kellogg, seconded by Member Otto, that the Board of Trustees conduct a public hearing and approve the Adopted Budget for 2012-2013; that the Board of Trustees accepts the definitions of fund balance as promulgated by the Governmental Accounting Standards Board (GASB); that the Board of Trustees accepts that the committed fund balance component can only be used for specific purposes imposed by formal action of this Board and documented in the minutes: the amount will remain binding unless modified or removed in the same manner; that the Board of Trustees designates the Vice President, Administrative Services, as the District official to determine and define the amounts of those components of fund balance that are classified as "Assigned Fund Balance;" and that the Board of Trustees desires to classify the various components of fund balance reported by the District as defined in Governmental Accounting Standards Board Statement No. 54.

The motion carried, all voting aye.

2011-2012 CCFS-311 Annual Financial and Budget Report, Including the 2012-13 Appropriations Limit

It was moved by Member Bowen, seconded by Member Clark, that the Board of Trustees approve the 2011-2012 CCFS-311 Annual Financial and Budget Report including the 2012-2013 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.

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Resolution, Termination of the Special Pay 403(b) Plan

It was moved by Member Clark, seconded by Member Otto, that the Board of Trustees adopt Resolution No. 091112C authorizing the District to terminate the Special Pay 403(b) Plan effective September 12, 2012.

The motion carried, all voting aye.

PACIFIC COAST CAMPUS

No items, no report.

COLLEGE ADVANCEMENT AND ECONOMIC DEVELOPMENT

No items, no report.

ACADEMIC SENATE

Dr. Juarez introduced Jim Steele, Department Head of Allied Health and Program Director of the Medical Imaging Program. Jim presented background of the career pathways in Medical Assisting and Medical Imaging here at LBCC and his concerns that these two programs have found their way onto the Discontinuance Radar due to budget reductions.

TRUSTEES COMMUNICATIONS

Member Bowen mentioned that he had copies of a sample resolution from the Community College League that opposes Proposition 32 and would like the Board to bring their own resolution as soon as possible. Board President Uranga deferred this request to staff for review at his next meeting with President Oakley.

NEW BUSINESS

Board President Uranga requested that the Board receive information in advance on the departmental reports reporting under Academic Senate. Superintendent President Oakley said he would have Vice President Loewenstein to work with the Academic Senate President on what should be included in the advance information to the Board when the department presentations are agendaized.

FUTURE REPORTS

None.

PUBLIC COMMENTS ON NON-AGENDA ITEMS

There were no comments.

ADJOURNMENT

President Uranga adjourned the meeting at 7:24 p.m. The next regular meeting of the Board of Trustees will be held on September 25, 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