

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

**Minutes of Meeting of
October 22, 2013**

BOARD APPROVED
NOVEMBER 12, 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, Room 1100, Liberal Arts Campus, 4901 East Carson Street, Long Beach, on October 22, 2013.

CALL TO ORDER

The meeting was called to order at 5:08 p.m., in Building T, Room 1100, Liberal Arts Campus.

PLEDGE OF ALLEGIANCE

Andrea Donado led the Pledge of Allegiance.

ROLL CALL

Present: President Kellogg, Vice President Clark, Member Bowen, Member Otto and Student Trustee Donado

Absent: Member Uranga

APPROVAL OF MINUTES

It was moved by Member Otto, seconded by Member Clark, that the minutes of the regular meeting of September 24, 2013, be approved as distributed.

The motion carried, all voting aye.

PUBLIC HEARING

Request for Waiver of Education Code Section 81360 et seq. (Los Coyotes Site)

President Kellogg declared the public hearing open and called for comments. Hearing no response, President Kellogg declared the public hearing closed.

INTRODUCTIONS/SPECIAL ANNOUNCEMENTS/PRESENTATIONS

Kaneesha Tarrant, Dean, Counseling and Student Support Services, introduced a group of students from USC where she is teaching a course titled "The Community College". Professor Pat McKean announced a group of journalism students that received 16 awards at the Journalism Association of Community Colleges (JAACC) SoCal 2013 for the Viking and City Magazine publishing. Mr. Rich Archbold, Public Editor, Press Telegram, made some brief comments

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about how many successful LBCC alumni that went to work at the Press Telegram over the last 20-30 years. He said he has had a great relationship with the Viking over the years and wanted to publicly thank Pat McKean, the Viking staff, and members of the Board.

ORDERING OF THE AGENDA

Action item 12.9 was moved to follow item Informational item 9.1. - Community Colleges: Intersession Extension Pilot Program.

PUBLIC COMMENTS ON AGENDA ITEMS

The following students, faculty and community members spoke of their opposition to AB 955: Naser Baiq, Carlos Ramos, Dr. Lynn Shaw, Velvet Pearson, Karen Roberts, Gregory Slaughter, Harry Weed, Dr. Marshall Blesofsky, Erin Hardimon, Chris Ehling, Jessica Bracho, Janét Hund, Lauren Christine Ho and Charlotte Joseph.

AFT president Thomas Hamilton addressed the Board about the revised academic calendar pertaining to the Board holidays and how they have been scheduled.

BOARD OF TRUSTEES

No items.

The following items were part of the Consent Agenda

HUMAN RESOURCES (Academic)

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

APPOINTMENTS

Hourly Instructor – Fall 2013	187
Hourly Instructional Specialist – Fall 2013	14
Hourly Reader – Fall 2013	11

IN-SERVICE CHANGES

Change of Title	4
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HUMAN RESOURCES (Classified)

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

APPOINTMENTS

Probationary	25
Working Out of Class	1
Temporary	19
Exempt from the Merit System	108

SEPARATION FROM THE DISTRICT

Release from Probation	1
Resignation	1

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FISCAL SERVICES

Budget Transfers

Unrestricted General Fund 01

Budget Transfer numbers 148705, 706, 707, 709, 710, 711, 718, 719, 720, 721, 723, 726, 741, 743, 744, 746, 748, 749, 755, 756, 767, 768, 797, 798, 799, 876, 877, 895, 896, 909, and 916 for the Unrestricted General Fund 01 total \$3,058,955. Of that total, \$365,066 involved changes in the major object codes as summarized below:

From: Academic Salaries	\$	165,272	
Employee Benefits		4,028	
Supplies and Materials		2,383	
Services and Operating Expenses		165,780	
Capital Outlay		25,603	
Other Outgo		<u>2,000</u>	\$ <u>365,066</u>
To: Academic Salaries	\$	17,450	
Classified Salaries		230,225	
Employee Benefits		10,961	
Supplies and Materials		33,782	
Services and Operating Expenses		13,853	
Capital Outlay		<u>58,795</u>	\$ <u>365,066</u>

Included in the budget transfers of \$365,066 for the Unrestricted General Fund 01 are the following transfers greater than \$25,000:

<u>AT</u>	<u>From:</u>		<u>Amount</u>
148710	147000-01-696000-0000 Academic Hourly NI Salaries	\$	156,458
	395000-01-696000-0000 NI Employee Benefits		2,794
	<u>To:</u>		
	233000-01-696000-0000 Classified NI Salaries	\$	159,252

Transfer budget to the correct salary line to pay for Coaches and Assistants in the Athletics Department.

<u>AT</u>	<u>From:</u>		<u>Amount</u>
148768	641000-01-094700-0880 Equipment Instructional > \$5,000	\$	25,603
	<u>To:</u>		
	242000-01-094700-0880 Classified Hourly Instructional Salaries	\$	22,860
	395100-01-094700-0880 Instructional Employee Benefits		2,743

Budget transfer to cover the salary and benefit expenses in the Trades Department.

<u>AT</u>	<u>From:</u>		<u>Amount</u>
148876	589000-01-660500-0000 Other Services	\$	32,110

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<u>To:</u>		
632000-01-612000-0000	Library Books – LAC	\$ 14,192
632100-01-612000-0000	Non Print Media – Library	2,226
632300-01-612000-0000	Library Books – PCC	15,692

Budget transfer to cover expenses for the Americans with Disabilities Act (ADA) compliant materials for the Library.

Restricted General Fund 12

Budget Transfer numbers 148698, 699, 700, 701, 702, 745, 769, 770, 776, 795, 796, 811, 878, 880, 896, 909, and 914 for the Restricted General Fund 12 total \$475,309. Of that total, \$242,076 involved changes in the major object codes as summarized below:

From: Academic Salaries	\$ 6,123	
Classified Salaries	88,727	
Employee Benefits	15,584	
Supplies and Materials	7,795	
Services and Operating Expenses	64,058	
Capital Outlay	46,629	
Other Outgo	13,160	\$ <u>242,076</u>
To: Academic Salaries	\$ 33,899	
Classified Salaries	69,388	
Employee Benefits	30,117	
Supplies and Materials	8,999	
Services and Operating Expenses	59,604	
Capital Outlay	40,069	\$ <u>242,076</u>

Included in the budget transfers of \$242,076 for the Restricted General Fund 12 are the following transfers greater than \$25,000:

<u>AT</u>	<u>From:</u>	<u>Amount</u>
148701	233000-12-684600-7018 Classified Hourly NI Salaries	\$ 38,125
	395000-12-684600-7018 NI Employee Benefits	4,575
	<u>To:</u>	
	514000-12-684600-7018 Professional Services	\$ 42,700

Budget transfer to support California Energy Commission (CEC) – approved development of an Electric Vehicle training program.

<u>AT</u>	<u>From:</u>	<u>Amount</u>
148811	514000-12-609000-0282 Professional Services	\$ 52,384
	<u>To:</u>	
	147000-12-609000-0282 Academic Hourly NI Salaries	\$ 14,000
	212000-12-609000-0282 Classified NI Salaries	23,558

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395000-12-609000-0282	NI Employee Benefits	12,326
646000-12-609000-0282	Equipment NI < \$5,000	2,500

Budget transfer to cover upcoming expenditures for Lumina/Latino Student Success.

Capital Projects Fund 41

Budget Transfer number 148728 for the Capital Projects Fund 41 totals \$16,500. Of that total, \$16,500 involved changes in the major object codes as summarized below:

From: Capital Outlay	\$ <u>16,500</u>
To: Services and Operating Expenses	\$ <u>16,500</u>

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

Veterans' Stadium Operations Fund 58

Budget Transfer number 148729 for the Veterans' Stadium Operations Fund 58 totals \$12,000. Of that total, \$12,000 involved changes in the major object codes as summarized below:

From: Supplies and Materials	\$ <u>12,000</u>
To: Services and Operating Expenses	\$ <u>12,000</u>

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

Contract/Community Education Fund 59

Budget Transfer numbers 148703, 704, and 789 for the Contract/Community Education Fund 59 total \$40,104. Of that total, \$39,548 involved changes in the major object codes as summarized below:

From: Academic Salaries	\$	1,631	
Employee Benefits		169	
Services and Operating Expenses		29,748	
Other Outgo		<u>8,000</u>	\$ <u>39,548</u>
To: Classified Salaries	\$	21,158	
Employee Benefits		9,090	
Supplies and Materials		1,300	
Services and Operating Expenses		5,000	
Capital Outlay		<u>3,000</u>	\$ <u>39,548</u>

Included in the budget transfers of \$39,548 for the Contract/Community Education Fund 59 is the following transfer greater than \$25,000:

<u>AT</u>	<u>From:</u>	<u>Amount</u>
148703	514000-59-684711-6506 Professional Services	\$ 29,748

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<u>To:</u>		
210300-59-684711-6506	Classified NI Salaries Management	\$ 12,345
212000-59-684711-6506	Classified NI Salaries	8,313
395000-59-684711-6506	NI Employee Benefits	9,090

Budget transfer to cover July and August 2013 payroll and benefit expenses for the SBDC Training Program.

Salary Warrants

Ratify issuance of the salary warrant Register Nos. 4841 – 4845 for the period September 2, 2013 through September 27, 2013 in the amount of \$1,677,383.24 as listed:

Register No. 4841 Issue Date 9/10/13	Warrant Nos. 204616—204791	\$ 928,063.82
Register No. 4842 Issue Date 9/10/13	Warrant Nos. 204792—204882	\$ 208,040.76
Register No. 4843 Issue Date 9/10/13	Warrant Nos. 204883—205047	\$ 135,370.46
Register No. 4844 Issue Date 9/16/13	Warrant Nos. 205048—205110	\$ 78,642.20
Register No. 4845 Issue Date 9/16/13	Warrant Nos. 205111—205129	<u>\$ 327,266.00</u>
Total Salary Warrants Issued:		<u>\$ 1,677,383.24</u>

Commercial Warrants

Ratify issuance of commercial warrants listed for the period September 2, 2013 through September 27, 2013 in the amount of \$4,504,646.62.

Unrestricted General Fund 01	\$ 1,633,290.74
Restricted General Fund 12	697,456.47
Child and Adult Development Fund 33	7,620.56
Capital Projects Fund 41	8,243.98
General Obligation Bond Fund 46	1,677,798.38
Veterans' Stadium Operation Fund 58	19,111.26
Contract/Community Education Fund 59	30,260.33
Self-Insurance Fund 61	3,834.74
Student Financial Aid Fund 74	276.00
Payroll Clearing Fund 76	395,946.03
Retiree Benefits Fund 79	<u>30,808.13</u>
Total Commercial Warrants:	\$ <u>4,504,646.62</u>

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Included in the total warrant expenditures of \$4,504,646.62 are the following payments greater than \$25,000, excluding utilities and employee benefits:

Unrestricted General Fund 01

1. \$ 55,385 to *Computerland of Silicon Valley* for campus software licensing renewal.
2. \$ 50,718 to *Enterprise Fleet Services* for the lease of eight 12-passenger vans for July 1, 2013 – June 30, 2014.
3. \$ 48,010 to *Siemens Industry, Inc.* for building automation service agreement for July 1, 2013 – June 30, 2014.
4. \$ 33,941 to *Waxie's Enterprises, Inc.* for custodial supplies.

Restricted General Fund 12

1. \$ 111,599 to *Santa Clarita Community College District* for reimbursement of expenses related to the operation and delivery of services provided by the SBDC Service Center.
2. \$ 99,837 to *Santa Monica Community College District* for reimbursement of expenses related to the operation and delivery of services provided by the SBDC Service Center.
3. \$ 88,937 to *Pacific Coast Regional Small Business Development Corp.* for reimbursement of expenses related to the operation and delivery of services provided by the SBDC Service Center.
4. \$ 64,073 to *El Camino Community College District* for reimbursement of expenses related to the operation and delivery of services provided by the SBDC Service Center.
5. \$ 46,481 to *Whittier College* for students and staff attending the 2013 summer conference through the Upward Bound Program.
6. \$ 25,780 to *Dell Marketing, L.P.* for computer equipment for Financial Aid Administration.
7. \$ 25,009 to *SIT Group, Inc.* for broadcast equipment for the Broadcast Studio in Instructional Media Production Services.
8. \$ 13,535 to *Long Beach Area Chamber of Commerce* for annual membership for the period of July 2013 – June 2014. (This warrant is jointly funded with the Contract/Community Education Fund 59.)

General Obligation Bond Fund 46

1. \$ 730,951 to *Bayley Construction* for construction services of the MDAB Renovation project at the Pacific Coast Campus.
2. \$ 294,662 to *Fidelity & Deposit Co of Maryland* for the Building A Student Services Center Retrofit project at the Liberal Arts Campus.
3. \$ 287,105 to *Angeles Contractor, Inc.* for Building CC renovation at the Pacific Coast Campus.
4. \$ 55,101 to *Community Bank Escrow #1660* for retention associated with the MDAB Renovation project at the Pacific Coast Campus.
5. \$ 32,770 to *GRD Consulting, LLC* for facility planning and technical support services for construction projects for August 2013.
6. \$ 25,760 to *Wilshire State Bank* for retention associated with the Building CC Modernization project at the Pacific Coast Campus.

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Contract/Community Education Fund 59

1. \$ 11,465 to *Long Beach Area Chamber of Commerce* for annual membership for the period of July 2013 – June 2014. (This warrant is jointly funded with the Restricted General Fund 12.)

Budget Increase (Decrease)

Restricted General Fund 12

2013-2014 New Budgets

Math Consortium-Next Generations Learning Challenges Program 8024	\$ 61,721
Veteran Truck Driver Training Program 7124	211,733
Deputy Sector Navigator Program 7107	60,613

2013- 2014 Budget Revisions:

Long Beach – SBDC Program 8675	\$ (31,893)
Upward Bound Program 9073 and 9083	10,754
Project Launch Program 9513 and 9512	36,793
Go Project Program 9014 and 9013	17,191

Contract/Community Education Fund 59

2013- 2014 New Budget:

CA Corporate College Trainings Program 6534	\$ 21,387
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ACADEMIC AFFAIRS, STUDENT SUPPORT, AND ADMINISTRATIVE SERVICES

That the Board approve the following:

Certification of Signatures

Amend the Certification of signatures of the personnel for authority for Conrrado Duran to access LACOE PSFS Class APDISAPR system and to remove Vincent C. Ewing to sign purchase orders effective October 23, 2013.

Authorize the Vice President, Administrative Services, or designee to enter into and execute the following agreements:

Contract Awards

CN 93135.4 – With *Universal Care, Inc.*, effective April 1, 2013 through March 31, 2018, for a monthly lease of \$3,674.82 with an annual increase of 3% and an allowance of \$5.00 per usable square foot for tenant improvements.

CN 99705.8 – With *Professional Parking*, for shuttle service between the Pacific Coast and Liberal Arts campuses, effective November 1, 2013 through October 31, 2016 for an hourly rate of \$61.00 with a 3% annual increase, paid from Restricted General Fund.

Bond Contract Amendments

CN 22018.8 – With *Hill Partnership, Inc.*, Amendment #17, to increase the contract amount by \$9,530 for a total contract amount not to exceed \$3,200,172.47, paid from General Obligation Bond Fund.

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CN 22045.5 – With *RBKK, Inc.*, Amendment #6, to increase the contract by \$75,000 for a total contract amount not to exceed \$779,000.

CN 22053.6 – With *Ninyo & Moore Geotechnical and Environmental Sciences Consultants*, Amendment #1, to change the termination date from February 28, 2014 to December 31, 2014 and to increase the contract amount by \$75,000 for a total contract amount not to exceed \$150,000, paid from General Obligation Bond Fund.

Change Order Ratifications

CN 22041.6 – With *Bayley Construction*, Change Order #16, for the MDAB Renovation project at the Pacific Coast Campus in the amount of \$22,425, for a total contract amount not to exceed \$22,912,088.40, paid from General Obligation Bond Fund. Total approved change orders represent 3.24% of the construction contract amount.

Use of Other Agencies Bids

Foundation for California Community Colleges #CB09-100 – With *Krueger International, Inc.* to provide office areas and other specialty application furniture to change the termination from August 23, 2013 to August 23, 2014.

AEPA (Association of Educational Purchasing Agencies) Agreement IFB #013.1-A – With *Konica Minolta Business Solutions, USA, Inc.* and *Image IV Systems, Inc.* as an authorized dealer for the purchase and lease of copiers and related items effective March 1, 2013 through February 28, 2014.

Ratification of Contracts Under \$175,000

Ratify contracts under \$175,000 for the period of September 7, 2013 through October 7, 2013 as listed:

CN 50033.8	Los Alamitos Medical Center	No Cost	Clinical for EMT program
CN 50035.7	U.S. Department of Veterans Affairs	No Cost	Prepare veterans for civilian workforce
CN 50036.6	California State University, Long Beach	No Cost	Internship for Kinesiology
CN 93165.9	Butte-Glenn CCD	\$ 79,149.75	Provide training for the Covered California program
CN 93166.1	California State University, Northridge	\$ 61,721.00	Provide hybrid & core math courses
CN 99641.4	Pacific Coast Commercial Real Estate, Inc.	\$3,000/month	Property management services for Los Coyotes Diagonal & Palo Verde
CN 99669.2A	Dolinka Group, Inc.	\$ 16,500.00	Redevelopment Fund Audit
CN 99691.9	Chavez Shimasaki Strategic Education Services, Inc.	\$ 84,000.00	Legislative Consultant

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CN 99696.9	Lynn Stewart dba Red Leaf Global	\$ 42,000.00	SBDC Business Advisor
CN 99702.6	Rief Media, Inc.	\$ 75,300.00	Online advertising for LA Regional SBDC Network
CN 99703.5	SixTen, Inc., dba SixTen and Associates	\$ 25,000.00	Mandate reimbursement
CN 99704.6	William J. Crampon	\$ 90,000.00	Research and evaluation services for Lumina Latino Student Success
CN 99704.9	Xerox Corporation	\$ 47,334.34	Faculty Resource Center/PCC copier lease
CN 99705.1	Carlos D. Venegas	\$ 10,080.00	Covered California certified enrollment counselor trainings
CN 99705.3	State of California, Office of Administrative Hearings	\$ 48,000.00	Conduct Human Resources hearings
CN 99705.5	Ernesto Lopez Saldaña	\$ 6,000.00	Cultural diversity training

PURCHASING

Purchase Order Approvals/Ratifications

Authorize the issuance of purchase orders for the period of September 3, 2013 through September 27, 2013, in the amount of \$1,252,203.31 as listed:

PO #71807 – PO #72063	\$1,252,203.31
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Included in the total amount of purchase orders of \$1,252,203.31 is the following item greater than \$25,000:

Unrestricted General Fund - 01

PO #71964	<i>United States Postal Services</i>	\$ 250,000.00
	Postage for mailroom meter	

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

The motion carried, all voting aye.

SUPERINTENDENT-PRESIDENT

Community Colleges: Intersession Extension Pilot Program

It was moved by Member Otto, seconded by Member Clark, that the Board of Trustees direct the Superintendent-President to send notice to the Chancellor of the California Community Colleges that Long Beach City College will participate in the Community Colleges: Intersession Extension Pilot Program.

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Roll Call Vote:

Kellogg - Yes

Clark - Yes

Bowen - Yes

Otto - Yes

Uranga - Absent

Student Trustee Donado (advisory vote only) - No

The motion carried by a vote of 4-0-0

STUDENT SUPPORT SERVICES

Revised Academic Calendar 2013-2014

It was moved by Member Clark, seconded by Member Otto, that the Board of Trustees approve the revised 2013-2014 academic calendar for Winter Intersession. The revised dates are January 6, 2014 through February 8, 2014, allowing for 4 or 5 weeks of instruction.

The motion carried, all voting aye.

ASB Update (Informative)

Dr. Greg Peterson introduced ASB President, Marco Valencia Mendoza. Mr. Mendoza provided the Board with an update on recent and upcoming ASB and Student Life programs and events.

Resolution, Authorizing Request for Waiver of Education Code Section 81360 et seq. (Los Coyotes Site)

It was moved by Member Clark, seconded by Member Bowen, that the Board of Trustees adopt Resolution No. 102213A authorizing a request for waiver of Education Code section 81360 *et seq.* regarding the District's lease of the Los Coyotes Diagonal property.

The motion carried, all voting aye.

Community Colleges: Intersession Extension Pilot Program

It was moved by Member Otto, seconded by Member Clark, that the Board of Trustees approve the recommended fees for Winter 2014 Community College Extension courses of \$225.00 per unit for residents with a \$70.00 per unit discount for Board of Governors Grants (BOGG) waiver-eligible students and \$265.00 per unit for non-residents.

Roll Call Vote:

Kellogg - Yes

Clark - Yes

Bowen - Yes

Otto - Yes

Uranga - Absent

Student Trustee Donado (advisory vote only) - No

The motion carried by a vote of 4-0-0

REPORTS AND COMMUNICATIONS

Academic Senate President

Ms. Van Sinden again stated the Senate's position on AB 955 and they have fought hard against it. She told the Board that the faculty and President Oakley fundamentally disagree on interpretation of the mission of the California Community College System and offering courses this way sends the wrong message and is simply too flawed and controversial to be effective.

Superintendent-President

President Oakley said that Long Beach City College was the recipient of the 2013 ACCT Pacific Region Equity Award and showed everyone the award that Board President Jeff Kellogg brought back. Member Uranga also attended and shared in the event. President Oakley said in response to Ms. Van Sinden's comments of the philosophical debates about AB 955, that he doesn't personally agree with the direction the state is taking and how the state is investing more in corrections that we do in higher education, but he views this option as an opportunity for this college to open up access. President Oakley said that the Little Hoover Commission's study refers to and has commended LBCCD for the work on the development of the Long Beach College Promise and that we could be used as a model for the rest of the state. He thanked faculty for their work in achieving this success with our students. He also announced the Alumni Hall of Fame Luncheon on Saturday, November 2 at 12:00 noon. Cindy Vyskocil was honored for outstanding administrator supporting disabled students and Mark Taylor and his department CAED received an award.

CTE Update

Marilyn Brock and Lou Anne Bynum provided an update on the Career & Technical Education at Long Beach City College. Support for CTE is the second of three Board Goals adopted for 2013-14: Support the Career Technical Education Workforce Development agendas to strengthen the regional economy.

Accreditation Update

Dr. Eva Bagg provided an overview of our institutional self-evaluation for accreditation that included a timeline, participation in self-evaluation, and progress underway 2013-14.

Student Trustee

Ms. Donado thanked Member Otto for taking the time to meet with her. She also thanked President Oakley for meeting with her. She informed the Board that she is not part of any legal action against the district taken by the former ASB members. Ms. Donado said she is sharing suggestions during ASB and PCC Council meetings about cheaper textbooks. Lastly, she announced that she was elected Chair of the External Relations Committee of the California Community College Association of Student Trustees (CCCAST) and will do her best to represent the interest of all community college students in the state.

Board of Trustees

No report.

Trustee Communications

None.

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Future Reports

There were no requests for future reports.

PUBLIC COMMENTS ON NON-AGENDA ITEMS

None.

ADJOURNMENT

President Kellogg adjourned the meeting at 8:19 p.m. The next regular meeting of the Board of Trustees will be held on November 12, 2013. The first order of business will be adjournment to a closed session at 4:00 p.m., as needed. The Board will reconvene in open session at 5:00 p.m. in Building T, Room 1100.

Jackie Hann

Assistant Secretary