

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

**Minutes of Meeting of  
December 10, 2013**

BOARD APPROVED  
JANUARY 28, 2014

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 December 10, 2013.

**CALL TO ORDER**

The meeting was called to order at 4:30 p.m., the items to be discussed in closed session were announced and the meeting was adjourned to closed session.

The meeting was reconvened to open session at 5:10 p.m., in Building T, Room 1100, Liberal Arts Campus.

**PLEDGE OF ALLEGIANCE**

Dina Humble led the Pledge of Allegiance. In honor of Nelson Mandela, Ms. Humble sang the South African National Anthem.

**ROLL CALL**

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

**REPORT ON CLOSED SESSION ITEMS**

Board President Kellogg announced that there were no public comments on closed session items and reported that, in closed session, there was no action taken.

**APPROVAL OF MINUTES**

It was moved by Member Bowen, seconded by Member Clark, that the minutes of the regular meeting of November 12, 2013, be approved as distributed.

The motion carried, all voting aye with Member Bowen arriving after vote.

**PUBLIC HEARING**

None.

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**INTRODUCTIONS/SPECIAL ANNOUNCEMENTS/PRESENTATIONS**

President Oakley congratulated Head Coach, Men's Water Polo/Swim Chris Oeding for bringing the state championship back to LBCC. Dean Connie Sears introduced Coach David Kasa and several of the members of the LBCC's water polo team.

President Oakley announced and honored the retirement of faculty member Maurice Love (thirty-two years of service) and classified member, Marshall Berry (thirty-five years of service). President Oakley presented Board President Jeff Kellogg with a certificate for completion of the Excellence in Trusteeship Program. Member Kellogg is the first trustee to complete the program with CCLC.

**ORDERING OF THE AGENDA**

Items 12.9 and 12.10 were moved to immediately before the Consent Agenda items.

**PUBLIC COMMENTS ON AGENDA ITEMS**

Classified employee Anne Engel spoke to the Board about the AFT Initial Bargaining Proposal to the District and negotiations as a time of opportunity to give back to the classified employees that have made a lot of sacrifices for the college. CCA-LBCC chief negotiator Bob Maxell talked about the CCA-LBCC Initial Bargaining Proposal to District and the articles specified. He said many sacrifices have been made by the employees, but with the economy improving, it's time to reverse this tide. CCA-LBCC President Dr. Lynn Shaw talked about the low morale of the faculty and also said that during these negotiations it is an opportunity to give back to the faculty and staff for their sacrifices.

**BOARD OF TRUSTEES**

**Adoption of Amended Conflict of Interest and Disclosure Code: Exhibit "A" and "B"**

It was moved by Member Otto, seconded by Member Uranga, that the Board of Trustees adopt the amended Long Beach Community College District Conflict of Interest and Disclosure Code: Exhibit "A" and "B" as was approved by the Los Angeles County Board of Supervisors on October 29, 2013. The effective date of change is October 30, 2013.

The motion carried, all voting aye.

**ADMINISTRATIVE SERVICES**

**2012-13 District Audit and Measure E (2008) Financial Audits**

It was moved by Member Uranga, seconded by Member Clark, that the Board of Trustees receive the 2012-13 District Audit covering the Long Beach Community College District, the LBCC Auxiliary Inc., and the Associated Student Body. An additional report also covers the financial audit of the District's General Obligation Bond Fund, established by Measure E 2008, as required by Proposition 39.

The motion carried, all voting aye.

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**2012-13 Measure E (2008) Performance Audit**

It was moved by Member Clark, seconded by Member Uranga, that the Board of Trustees receive and approve the 2012-13 Measure E (2008) Performance Audit covering the Long Beach Community College District's General Obligation Bonds, as required by Proposition 39.

The motion carried, all voting aye.

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

**HUMAN RESOURCES (Academic)**

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

**APPOINTMENTS**

Academic Administrative	1
Non-Paid Intern – Fall 2013	3
Student Achievement Interns – Fall 2013	31
Stipend-Faculty Interns – Fall 13 and Spring 2014	8
Stipend-Faculty Mentors – Fall 13 and Spring 2014	6
Stipend-Full-time Faculty	4

**IN-SERVICE CHANGES**

Change of Title	1
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**SEPARATION FROM THE DISTRICT**

Retirement	1
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**HUMAN RESOURCES (Classified)**

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

**APPOINTMENTS**

Probationary	2
Reinstatement	1
Working Out of Class	3
Temporary	15
Exempt from the Merit System	21

**SEPARATION FROM THE DISTRICT**

Retirement	1
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**FISCAL SERVICES**

**Budget Transfers**

**Unrestricted General Fund 01**

Budget Transfer numbers 149122, 123, 142, 144, 179, 207, 208, 209, 210, 211, 212, 213, 214, 215, 216, 217, 218, 219, 221, 225, 244, 261, 267, 269, 270, 271, 272, 281, 301, 305, 306, 323, 353, 355, 389, 406, 423, 425, and 456 for the Unrestricted General Fund 01 total \$1,894,448. Of that total, \$527,852 involved changes in the major object codes as summarized below:

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From: Academic Salaries	\$	13,722	
Classified Salaries		25,271	
Employee Benefits		22,566	
Supplies and Materials		2,419	
Services and Operating Expenses		40,014	
Capital Outlay		3,770	
Other Outgo		<u>420,090</u>	\$ <u>527,852</u>
To: Academic Salaries	\$	368,500	
Classified Salaries		41,657	
Employee Benefits		55,044	
Supplies and Materials		20,536	
Services and Operating Expenses		13,000	
Capital Outlay		16,028	
Other Outgo		<u>13,087</u>	\$ <u>527,852</u>

Included in the budget transfers of \$527,852 for the Unrestricted General Fund 01 are the following transfers greater than \$25,000:

<u>AT</u>	<u>From:</u>		<u>Amount</u>
149281	122000-01-643000-0820	Academic NI Salaries	\$ 1,152
	212000-01-643000-0820	Classified NI Salaries	25,271
	395000-01-643000-0820	NI Benefits	22,342
	<u>To:</u>		
	457000-01-643000-0820	NI Supplies & Materials	\$ 500
	457100-01-643000-0820	NI Supplies & Materials Specialized	4,143
	457300-01-643000-0820	Hospitality	9,592
	514000-01-643000-0820	Professional Services	2,153
	522200-01-643000-0820	Conferences Academic	2,859
	522500-01-643000-0820	Conferences Admin/Mgr.	1,931
	522600-01-643000-0820	Conferences Classified	4,500
	646000-01-643000-0820	Equipment NI < \$5,000	10,000
	790100-01-790200-0000	Reserves	13,087

Budget transfer to revise the EOPS district match budget and to adjust the match to the state required amount.

<u>AT</u>	<u>From:</u>		<u>Amount</u>
149406 & 149456	790100-01-790200-0000	Reserves	\$ 420,090
	<u>To:</u>		
	133000-01-xxxxxx-0010	Academic Hourly Instructional Salaries	\$ 363,000
	145000-01-xxxxxx-0000	Academic Hourly NI Salaries	5,500
	395000-01-xxxxxx-0000	Staff Benefits, Non-Instructional	770
	395100-01-xxxxxx-0000	Staff Benefits, Instructional	50,820

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Budget transfer to cover expenses for the one time bonus for Instructional Academic Hourly employees and NI Counselors & Librarians. Many departments were affected by the transfer, thus “x” was used to condense the list of various departments.

**Restricted General Fund 12**

Budget Transfer numbers 149176, 185, 223, 224, 268, 322, 347, 390, 424, 426, and 427 for the Restricted General Fund 12 total \$212,182. Of that total, \$156,170 involved changes in the major object codes as summarized below:

From: Classified Salaries	\$	46,286	
Employee Benefits		20,366	
Supplies and Materials		1,500	
Services and Operating Expenses		87,868	
Capital Outlay		<u>150</u>	\$ <u><u>156,170</u></u>
To: Classified Salaries	\$	49,661	
Employee Benefits		21,851	
Supplies and Materials		5,656	
Services and Operating Expenses		67,502	
Capital Outlay		<u>11,500</u>	\$ <u><u>156,170</u></u>

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

**Capital Projects Fund 41**

Budget Transfer numbers 149143 and 220 for the Capital Projects Fund 41 total \$10,500. Of that total, \$9,500 involved changes in the major object codes as summarized below:

From: Services and Operating Expenses			\$ <u><u>9,500</u></u>
To: Capital Outlay			\$ <u><u>9,500</u></u>

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

**General Obligation Bond Fund 46**

Budget Transfer numbers 149364 and 402 for the General Obligation Bond Fund 46 total \$1,759,282. Of that total, \$494,359 involved changes in the major object codes as summarized below:

From: Supplies and Materials	\$	107	
Capital Outlay		5,000	
Other Outgo		<u>489,252</u>	\$ <u><u>494,359</u></u>
To: Services and Operating Expenses	\$	266,137	
Capital Outlay		<u>228,222</u>	\$ <u><u>494,359</u></u>

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Included in the budget transfers of \$494,359 for the General Obligation Bond Fund 46 are the following transfers greater than \$25,000:

<u>AT</u>	<u>From:</u>		<u>Amount</u>
149402	457000-46-710600-5616	NI Supplies and Materials	\$ 107
	790100-46-710400-5706	Reserves	489,252
	<u>To:</u>		
	514000-46-710600-5809	Professional Services	\$ 261,137
	621000-46-710600-5809	Construction and Additions	228,222

Budget transfer to cover expenses for the Building JJ project.

**Veterans' Stadium Operation Fund 58**

Budget Transfer number 149302 for the Veterans' Stadium Operation Fund 58 totals \$5,000. Of that total, \$5,000 involved changes in the major object codes as summarized below:

From: Capital Outlay	\$ <u>5,000</u>
To: Supplies and Materials	\$ <u>5,000</u>

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

**Contract/Community Education Fund 59**

Budget Transfer number 149183 for the Contract/Community Education Fund 59 totals \$325. Of that total, \$325 involved changes in the major object codes as summarized below:

From: Supplies and Materials	\$ <u>325</u>
To: Services and Operating Expenses	\$ <u>325</u>

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

**Salary Warrants**

Ratify issuance of the salary warrant Register Nos. 4852 - 4857 for the period October 21, 2013 through November 15, 2013 in the amount of \$7,061,780.27 as listed:

Register No. 4852 Issue Date 10/31/13	Warrant Nos. 205691—205755	\$ 4,596,585.42
Register No. 4853 Issue Date 11/8/13	Warrant Nos. 205756—205878	\$ 1,134,915.96
Register No. 4854 Issue Date 11/8/13	Warrant Nos. 205879—206023	\$ 627,302.54

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Register No. 4855 Issue Date 11/8/13	Warrant Nos. 206024—206359	\$ 353,547.24
Register No. 4856 Issue Date 11/15/13	Warrant Nos. 206360—206375	\$ 19,544.11
Register No. 4857 Issue Date 11/15/13	Warrant Nos. 206376—206395	\$ <u>329,885.00</u>
Total Salary Warrant Issued:		\$ <u><u>7,061,780.27</u></u>

**Commercial Warrants**

Ratify issuance of commercial warrants listed for the period October 21, 2013 through November 15, 2013 in the amount of \$4,798,536.87.

Unrestricted General Fund 01	\$ 1,891,826.74
Restricted General Fund 12	532,060.39
Child and Adult Development Fund 33	2,221.19
Capital Projects Fund 41	6,358.57
General Obligation Bond Fund 46	1,938,551.82
Veterans' Stadium Operation Fund 58	16,558.75
Contract/Community Education Fund 59	5,446.70
Self-Insurance Fund 61	9,700.05
Payroll Clearing Fund 76	354,685.17
Retiree Health Fund 79	<u>41,127.49</u>

Total Commercial Warrants Issued: \$ 4,798,536.87

Included in the total warrant expenditures of \$4,798,536.87 are the following payments greater than \$25,000, excluding utilities and employee benefits:

**Unrestricted General Fund 01**

1. \$ 115,558 to *Computerland of Silicon Valley* for the Microsoft Campus Agreement which covers software such as Exchange (email/calendar server), Office (Word, PowerPoint, Excel, Outlook), database software for PeopleSoft (SQL Server), etc.
2. \$ 72,347 to *Oracle America, Inc.* for software updates, license, and support for July 1, 2013 – September 30, 2013.
3. \$ 30,000 to *Vicenti, Lloyd, and Stutzman, LLP* for financial and compliance audit work related to the fiscal year 2012-13.

**Restricted General Fund 12**

1. \$ 75,000 to *Los Angeles Chamber of Commerce* for reimbursement of expenses related to the operation and delivery of services provided by the SBDC Service Center.

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2. \$ 64,652 to *Santa Clarita Community College District* for reimbursement of expenses related to the operation and delivery of services provided by the SBDC Service Center.
3. \$ 44,413 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. \$ 29,521 to *California State University, Los Angeles, Auxiliary Services, Inc.* for reimbursement of expenses related to the operation and delivery of services provided by the SBDC Service Center.
5. \$ 27,442 to *Economic Development Collaborative* for reimbursement of expenses related to the operation and delivery of services provided by the SBDC Service Center.
6. \$ 27,274 to *El Camino Community College District* for reimbursement of expenses related to the operation and delivery of services provided by the SBDC Service Center.

**General Obligation Bond Fund 46**

1. \$ 409,387 to *Bayley Construction* for construction services of the MDAB Renovation project at the Pacific Coast Campus.
2. \$ 377,740 to *Cordoba Corporation* for bond project construction management for September 2013.
3. \$ 326,676 to *Pima Corporation* for the Storm Water Runoff Compliance project at the Liberal Arts Campus.
4. \$ 213,692 to *Harper Construction Company, Inc.* for construction services of the Mathematics and Technology Building at the Liberal Arts Campus.
5. \$ 132,228 to *Presentation Products, Inc./Spinitar* for audio visual equipment and installation labor for Building C swing space at the Liberal Arts Campus.
6. \$ 80,192 to *Angeles Contractor, Inc.* for Building CC renovation at the Pacific Coast Campus.
7. \$ 48,740 to *Tecta America Southern California, Inc.* for stadium roof replacement at the Liberal Arts Campus.
8. \$ 43,350 to *KPFF, Inc.* for engineering consulting services for the Veterans' Stadium parking lot at the Liberal Arts Campus.
9. \$ 30,766 to *Community Bank Escrow #1660* for retention associated with the MDAB Renovation project at the Pacific Coast Campus.
10. \$ 27,799 to *Broadway Glass & Mirror, Inc.* for Building E door renovation at the Liberal Arts Campus.
11. \$ 25,364 to *Cor-O-Van Moving & Storage* for moving out of Building C at the Liberal Arts Campus.

**Budget Increase (Decrease)**

**Unrestricted General Fund 01**

2013- 2014 Budget Revision:

Instructional Equipment/Library (based on 2013-14 Advanced Apportionment)

Program 0550

\$ (1)



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**Restricted General Fund 12**

2013- 2014 Budget Revisions:

CARE (Cooperative Agencies Resources for Education) Program 4314	\$ 24,239
EOPS (Extended Opportunities Program and Services) Program 4214	248,150
Instructional Equipment/Library (based on 2013-14 Advanced Apportionment) Program 0550	(3)

2013- 2014 New Budget:

Job Development Incentive Funds (JDIF) Harbor Truck Driving Training Program 7122	\$ 233,702
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**Capital Projects Fund 41**

2013- 2014 Budget Revisions:

Scheduled Maintenance & Repairs (based on 2013-14 Advanced Apportionment) Program 0550	\$ 3
Scheduled Maintenance & Repairs (based on 2013-14 Advanced Apportionment) Program 0553	3

**Contract/Community Education Fund 59**

2013- 2014 Budget Revision:

SBDC Cash Match Program 8682	\$ 15,000
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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 93162.2 – Ratify – With the *Chancellor's Office, California Community Colleges*, Amendment #1, to change the termination date from January 31, 2014 to June 30, 2014 and increase the contract amount by \$233,702 for a total contract amount not to exceed \$453,702.

CN 93167.3 – With *U.S. Department of Labor, Employment and Training Administration*, effective October 1, 2013 through September 30, 2017. Amount of funding is \$2,750,000.

CN 93167.4 – With *U.S. Department of Labor, Employment and Training Administration*, effective October 1, 2013 through September 30, 2017. Amount of funding is \$1,755,111.

CN 93167.5 – With the *Chancellor's Office, California Community Colleges*, effective July 1, 2013 to June 30, 2014. Amount of funding is \$300,000.

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**Bond Contract Awards**

CN 22056.2 – Ratify – With *Allied Paving Company*, for the Veterans’ Memorial Stadium Parking Lot M, Phase 2 & 3 (Rebid) project at the Liberal Arts Campus for a total contract amount not to exceed \$1,227,000, paid from General Obligation Bond Fund.

**Change Order Ratifications**

CN 22041.6 – With *Bayley Construction*, Change Order #17, for the MDAB Renovation project at the Pacific Coast Campus in the amount of \$21,067, for a total contract amount not to exceed \$22,933,155.40, paid from General Obligation Bond Fund. Total approved change orders represent 3.34% of the contract amount.

**Amendment to Board Action**

CN 99670.2 – Amend the Board action of December 14, 2010 with *Constellation NewEnergy, Inc.* to change the termination date from July 31, 2015 to July 31, 2016.

**Bid Award**

**Bid C1456** – With *Dr. B’s Chicken, Inc. dba The Great American Lunch Box*, to prepare, supply, and deliver hot lunches and milk to each of the two Child Development Centers for the period of January 1, 2014 through December 31, 2014 with the District reserving the option to renew for additional one-year periods, not to exceed three (3) years. The unit price for the lunch is \$2.37 per meal, 1% milk is \$3.21 per gallon, and soy milk is \$3.20 per 1/2 gallon, plus all applicable taxes and an allowance for increased costs of materials and labor.

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

Ratify contracts under \$175,000 for the period of October 30, 2013 through November 25, 2013 as listed:

CN 50035.9	Anoop K. Shah M.D.	No Cost	Clinical
CN 93142.5	Network Digital Resources & Services, Inc.	2% of net sales	Pay-for-print services
CN 93166.5	Yosemite Community College District	\$ 20,000.00	Child Development Training Consortium
CN 99668.1	Substance Abuse Foundation of L.B., Inc.	\$120,000.00	CalWORKs Work Study
CN 99681.5	Atkinson, Andelson, Loya, Ruud & Romo	\$150,000.00	Legal Services
CN 99682.8	Shaw HR Consulting	\$ 70,000.00	Accommodation consulting services
CN 99697.2	Bruce Sparks	\$ 55,000.00	Business Advisor - SBDC
CN 99706.3	Guzman Law Group, P.C.	\$ 1,500.00	Legal Services

**Disposal of Surplus Property**

Declare as surplus property and authorize both the sale and disposal of the following in

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accordance with Education Code section 81450 et seq. The property is not required for school purposes or is not suitable for school use.

Description	Manufacturer/Model	Inventory Number	Serial No	Qty
Demo X-Ray Table	Picker	CC85349		1
Demo X-Ray Table	GE RMS	CC82649		1
Demo X-Ray Table	Tech Rad	CC84817		1
Standard X-Ray Table	LS 325	VEA59233		1
X-Ray Machine	GE			1
Landing Gear Assembly	N/A	N/A	N/A	2
Emergency Gear Extender w/Landing Gear	Avotek	N/A	2796	1
Helicopter rotor	Bell	N/A	1BX-0000, 47-14-112-2G	2
Glide Graphic Computer	Jeppesen/CSG-4	N/A	N/A	1
Assorted parts in cabinets	N/A	N/A	N/A	
Aero Stand	Ward	CC007412	N/A	1
Aero Stand	Ward	CC007411	N/A	1
Airplane parts on green stands	N/A			2
Airplane part on gray stand	N/A			1
Airplane part on red stand	N/A			1
Airplane parts on yellow stands	N/A			13
Cabin Atmos & Pressure System	N/A	VT 061062		1
Fuel System, Turbine F51	Avotek	CC 106926		1
AC Generator	Sperry	CC 107061	1826	1
Engine, Teardown PT6 Engine E45	N/A	CC 106637 CC 106638		2
AC Generator	N/A	CC 107062		1
AC Generator	N/A	CC 107063		1
Pratt & Whitney Aircraft Engine	Pratt & Whitney/PT6A-20		PCE 300 66 TA	1
Single propeller blades	N/A			14
Multiple propeller blades	N/A			4
Yellow engine jacks	N/A			5
Dismantled propeller blades	N/A			21
Magnetic Particle Inspection Machine	Magnaflus/AD-2045	106933	209043	1

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Schematic Turbo Charger Density Control System	AVO Lycoming/TVO-435			1
Carburetor Type Fuel System Display	Avotek	N/A	F-122	1
Continental Fuel Injection Syst. Display	Avotek	N/A	F-123	1
Fire Detection Extinguishing System Display	Avotek	N/A	AS-60	1
Cabin Atmosphere Syst. Display	Avotek	N/A	AS-64	1
Ice & Rain Protection System Trainer Display	Avotek	N/A	AS-61	1
Turbine Fuel System Trainer Display	Avotek	N/A	F-51	1
Air Cycle Air Conditioning System Display	Avotek	N/A	AS-79	1
Jet Engine	Westinghouse	73401-1 only	J4-WE-34	5
Jet Engine Manual Jacks	Unknown	N/A	N/A	5
KC-97 G Fire Detection Extinguishing Syst. Display	5-66063	N/A	KC-97G-9	1
Multi-Engine Charging Syst.	Unknown	106152	N/A	1
Fluid Lines/Fitting Trainer Display	Avotek	N/A	H-90	1
28 Volt A/C Electrical Syst. Display	Avotek	N/A	AE42-24G	1
Anti-skid Brake Syst.	Avotek	N/A	AL-37	1
Aileron & flap rigging tools (Rudder & Stabilizer)	N/A	N/A	N/A	11
Clamps & Strut Rebuild Kits	N/A	N/A	N/A	3
Composite Repair Kit	Heatcom/6500	N/A	N/A	1
Assorted Turnbuckle Parts	N/A	N/A	N/A	50-100
Tensionmeter	Pacific Scientific	N/A	68937, 63938	2
Heating Blanket Set	ACR6000A05	N/A	N/A	1
Structural Repair Controller	Brisk Heat/ACR6000AE001C	CC085590	19796-01	1
Flight Instrument Calibrator	Pilotstat/6000	N/A	1730	1
Static Tester	Barfield/DSP-40	N/A	13	
Airframe Tool Boxes	N/A	N/A	N/A	30

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Beading Tool Set (4 tools)	Parker Appliance Co.	N/A	N/A	2
Box of round, thin metal discs	N/A	N/A	N/A	1
Air Tool (Clamp/Rivet)	N/A	CC084523	N/A	1
Combo Rivet Tool Kit	Fastening Systems Intl/D100	N/A	N/A	1
MB 400 Hydraulic Trainer	TII Robotic Systems	N/A	401-91029-1	1
MB 200 Pneumatic Trainer	TII Robotic Systems	N/A	201-91029-1	1
Armature Tester	Trucut	CC83763, unk	N/A	2
Fiber optic Lightsource	Lennox/FLS150	N/A	N/A	2
Aero Angles	Kell Strom	N/A	N/A	4
Borescope/Periscope	Lennox	N/A	N/A	1
Magneto Synchronometers	Eastern Electronics	N/A	N/A	12
Piston Indicators	Time Rite	N/A	N/A	4
Primary Harness Tester	Bendix	N/A	N/A	1
Insulation Tester	Megger	N/A	N/A	1
DMC 286 Rpr Kits	Daniels Mfg Co	N/A	N/A	4
Chin/Dip Machine	Nautilus			1
Lateral Pull Down	Polaris	N/A		1
Abdominal Machines	The Abench	N/A		2
Trunk Rotation	Cybex	N/A		1
Black Smith Machine	Unknown	N/A		1
Large Black Lateral Press	Wild Physique	84266		1
Black flat bench chest press	Universal	N/A		1
Paramount Row	Paramount	86620		1
Elliptical Machines	Lifefitness	N/A		3

**PURCHASING**

**Purchase Order Approvals/Ratifications**

Authorize the issuance of purchase orders for the period of October 21, 2013 through November 15, 2013, in the amount of \$1,074,569.55 as listed:

PO #72233 – PO #72435

\$1,074,569.55

Included in the total amount of purchase orders of \$1,074,569.55 is the following item greater than \$25,000:

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**Restricted General Fund - 12**

PO #72390      *Apple Computer Inc.*      \$60,809.35  
Software for the Art/Photography Department

The motion carried, all voting aye.

**HUMAN RESOURCES**

**District Initial Bargaining Proposal to CCA-LBCC (Informative)**

The District Initial Proposal to CCA-LBCC for reopener negotiations for 2013-14 shall be presented at a public meeting of the Board of Trustees.

- Article VII    –    Fringe Benefits
  - Retiree Medical Plan
- Article VIII    –    Working Conditions
  - Offices / Computers
- Article X        –    Faculty Evaluation
  - Coordinators and Instructional Specialists
  - Coaching Assignments
  - Revisions and Clarification
- Article XI      –    Hours of Employment/Service Load
  - New Faculty Orientation
  - Days of Service / Full-Time Service / Hours of Service
  - Online Teaching
  - Office Hours
  - Work Experience Classes
  - Reassigned Time
  - Additional Duty Days
- Article XII     –    Salary
  - Credit for Advanced Study
- Article XIII    –    Department Head Election Procedure
  - Eligibility

**CCA-LBCC Initial Bargaining Proposal to District**

The CCA-LBCC Initial Proposal to the District for reopener negotiations for 2013-14 shall be presented at a public meeting of the Board of Trustees.

- Article VII    –    Fringe Benefits
- Article XI     –    Hours of Employment/Service Load
  - Equity
- Article XII    –    Salary
- Article XIV    –    Retirement Options and Benefits
  - Improvements

CCA-LBCC reserves the right to open and examine all other articles and appendices for improvements and clarification. Furthermore, it is understood that the opening of any additional article shall be by mutual consent between CCA-LBCC and the District.

**District Initial Bargaining Proposal to LBCCE/AFT (Informative)**

The District Initial Proposal to LBCCE/AFT for reopener negotiations for 2013-14 shall be presented at a public meeting of the Board of Trustees.

- ARTICLE III – ORGANIZATIONAL RIGHTS AND SECURITY
  - Duplication of Agreement
  - Release time
  - Update/revise language related to bulletin boards
- ARTICLE IX – PAY AND ALLOWANCES
  - Based on available ongoing District resources
- ARTICLE X – HOURS AND OVERTIME
  - Shift differential language alignment with Article IX.G
  - Language update regarding new academic year (months)
- ARTICLE XI – HEALTH AND WELFARE BENEFITS
  - Retiree medical contribution rates
  - Retiree medical plan option
  - Lifetime medical cap
- ARTICLE XIII – LEAVES
  - Modify Leave article for efficiency of District business
  - Working out of class opportunities
- ARTICLE XVI – LAYOFF AND RE-EMPLOYMENT
  - Final paycheck issue date
  - Re-employment in a lower classification
- ARTICLE XVIII – GRIEVANCE PROCEDURE
  - Level 3 (Mediation) language clarification
- ARTICLE XXVI – AGREEMENT CONDITIONS AND DURATION
  - Update the terms of Agreement
- ARTICLE XXVII – NEGOTIATIONS
  - Update Public Notice and re-opener negotiations

**LBCCE/AFT Initial Bargaining Proposal to District (Informative)**

The LBCCE/AFT Initial Proposal to the District for reopener negotiations for 2013-14 shall be presented at a public meeting of the Board of Trustees.

- ARTICLE III – ORGANIZATIONAL RIGHTS AND SECURITY
  - Explore a system for using Union release time that allows for adequate participation for Executive Board members

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- ARTICLE IX – PAY AND ALLOWANCES
- Explore the establishment of a fair and equitable compensation model for classified employees
  -
- ARTICLE X – HOURS AND OVERTIME
- Restructure compensatory time to ensure fairness to the employees and fiscal prudence to the District and explore alternative work schedules
- ARTICLE XXV – STAFF DEVELOPMENT
- Explore and establish options for providing additional educational opportunities for bargaining unit employees and ensure adequate funding within the program
  -

**ACADEMIC SENATE (TITLE 5, SECTION 53202)**

**New Course Recommendations**

It was moved by Member Uranga, seconded by Member Clark, that the Board of Trustees approve fifty-eight (58) new courses for Fall 2014, as follows:

**SCHOOL OF SOCIAL SCIENCES & ARTS**

GBUS 215, Introduction to Business Ethics (3.0)  
DMA 201, Introduction to Digital Media Arts (3.0)  
R\_TV 70, Fieldwork in Radio/Television (3.0)  
MUSIC 23AD, Jazz Vocal Ensemble (1.0)  
MUSIC 24AD, Jazz Singers (1.0)  
MUSIC 43, Jazz Improvisation Techniques (1.0)

**SCHOOL OF LANGUAGE ARTS**

ESL 810B, Fundamentals of English Grammar 2 (2.0)  
SPAN 9H, Honors Spanish for Spanish Speakers (5.0)  
SPAN 10H, Honors Spanish for Spanish Speakers (5.0)

**SCHOOL OF ALLIED HEALTH, SCIENCES & MATHEMATICS**

MA 284B, Medical Assisting Administrative Practicum (2.0)  
DMI 405B, MRI/CT Clinical Practicum (2.5)  
MATH 60H, Honors First Calculus Course (5.0)  
MATH 70H, Honors Second Calculus Course (5.0)  
MATH 115, Applied Math (4.0)  
MATH 125, Stat Path (4.0)  
MATH 140, Algebra Readiness (6.0)  
MATH 825, Culinary Math (1.0)

**SCHOOL OF CAREER AND TECHNICAL EDUCATION**

SHMET 50, Introduction to Metalworking (4.0)  
ATT 482, Heavy Duty Hybrid & Electric Vehicles (3.5)  
ATT 494, Heavy Duty LNG Fuel Systems (3.5)  
CULAR 222A, Advanced Restaurant Operations (3.0)  
CULAR 222B, Advanced Restaurant Practicum (4.0)  
CULAR 225, Product and Menu Development (2.0)



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CULAR 243A, Advanced Bakery Operations (3.0)  
CULAR 243B, Advanced Bakery Practicum (4.0)  
CULAR 246, Specialty Cakes & French Pastries (3.0)  
CULAR 253, Chocolate Confections, Deco & Showpieces (1.5)  
CULAR 254, Sugar Confections, Deco & Showpieces (1.5)  
CULAR 255, Plated Desserts (1.5)  
CULAR 258, Artisan Breads (1.5)  
DRAFT 298D, EXP Introduction to CATIA (3.0)  
DRAFT 298E, EXP Intermediate CATIA (3.0)  
DRAFT 298F, EXP Introduction to Solid/Works Level 1 (3.0)  
DRAFT 298G, EXP Intermediate Solid/Works Level 2 (3.0)  
DRAFT 298I, EXP Advanced Solid/Works Level 3 (3.0)

**SCHOOL OF KINESIOLOGY**

KING 2, Ultimate Frisbee (1.0)  
KING 2B, Ultimate Frisbee (1.0)  
KING 10B, Badminton (1.0)  
KING 14B, Basketball (1.0)  
KING 32B, Golf (1.0)  
KING 65B, Martial Arts (1.0)  
KING 66B, Self-Defense (1.0)  
KING 70B, Soccer (1.0)  
KING 90B, Volleyball (1.0)  
KING 92, Sand Volleyball (1.0)  
KING 92B, Sand Volleyball (1.0)  
KING 94, Rugby (1.0)  
KINPF 8B, Circuit Weight Training (1.0)  
KINPF 10B, Stretch & Relaxation (1.0)  
KINPF 12B, Core Conditioning (1.0)  
KINPF 14, Yoga (1.0)  
KINPF 17B, Jogging (1.0)  
KINPF 18B, Triathlon Training (1.0)  
KINPF 22B, Physical Fitness (1.0)  
KINPF 53B, Power Lifting (1.0)  
KINPF 54B, Weight Training (1.0)  
KINPF 84B, Fitness and Wellness (2.0)  
KINPP 70A, Exercise Science & Fitness Assessment (3.0)  
KINPP 70B, Fitness Program Design & Instruction (3.0)

The motion carried, all voting aye.

**SUPERINTENDENT-PRESIDENT**

**Student Success – Hiring for Student Success**

President Oakley asked VP DelGaudio to share with the Board the hiring process that will help recruit candidates who exhibit an understanding and commitment to the community college mission, and who have a passion for and commitment to student success. The job description focuses on the professional responsibilities and competencies that ensure faculty understands and embraces student success and understands the experience of our students.

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**ACADEMIC AFFAIRS**

**Career Technical Education Advisory Committee Update**

On behalf of Dr. Marilyn Brock, Vice President of Academic Affairs, Executive Vice President Lou Anne Bynum provided the Board of Trustees an update on the Advisory Committees for the Career Technical Education departments. A handout was provided which contained meeting dates, departments, industry members present and summary notes/recommendations/industry needs. Meetings will be scheduled in Spring 2014 for departments that still need review.

**STUDENT SUPPORT SERVICES**

**ASB President Report**

ASB President Marcos Mendoza provided the Board with a short report on various receptions, activities, elections and upcoming events for both Student Life and ASB.

**ADMINISTRATIVE SERVICES**

**Resolution, Authorizing Issuance of 2013-14 Tax and Revenue Anticipation Notes**

It was moved by Member Clark, seconded by Member Bowen that the Board of Trustees adopt Resolution No. 121013A to authorize the issuance of 2013-14 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 \$10,000,000 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.

Roll Call Vote:

Kellogg - Aye

Clark - Aye

Bowen - Aye

Otto - Aye

Uranga - Aye

Student Trustee Donado (advisory vote only) - Abstained

The motion carried, all voting aye.

**COLLEGE ADVANCEMENT AND ECONOMIC DEVELOPMENT**

**Loan to Contract and Community Education Fund**

It was moved by Member Otto, seconded by Member Uranga, that the Board of Trustees approve a loan from the Unrestricted General Fund to the Contract and Community Education Fund in the amount of \$200,000 to be paid back over a twenty (20) year period to include reimbursement of interest calculated at the Los Angeles County Office of Education rate. Payment will be issued to Innovation Fund America- IF SoCal LBCC to be held in an account for the District at PNC Bank, Ohio.

The motion carried, all voting aye.

**REPORTS AND COMMUNICATIONS**

**Academic Senate President**

No report.

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**Superintendent-President**

President Oakley recognized faculty member Scott Brueckner and the Learning and Academic Resources Department for receiving over a million reviews of their online videos on study skills. The Nursing Pinning Ceremony takes place tonight across the street at 7:30 p.m. Congratulations to our newest RNs, LVNs, medical assistants, as well as DMI certificate completions. President Oakley thanked all staff and students that participated in the Belmont Christmas parade, along with many Child Development Center students, and of course, thanks to Camille Bolton who makes it so great by organizing everyone. Next weekend is the Daisy Lane parade. Thanks to everyone on campus that put on all of the holiday cheer parties throughout the campus giving everyone a chance to visit with different departments. President Oakley said he has heard the women's basketball team is doing very well and thanked everyone in the program for all their work.

**Student Trustee**

Ms. Donado thanked Member Uranga for meeting with her to discuss Board issues and is looking forward to working together and seeing some accomplishments as a result of these discussions. Ms. Donado talked about the costs of textbooks and said that 99% of students agree the costs are too high and they prefer free textbooks. Some instructors are using open source textbooks and students are happy they are free and easy to read. Ms. Donado thinks that if the Board would recommend using open source then professors will be more likely to use them. There are concerns about ESL students who are running out of financial aid by the time they learn English, and end up with zero dollars by the time they want to start their careers. Ms. Donado was thankful for the opportunity to attend the California Community College League of California conference and to meet and discuss the bylaws and constitution with the California Community Association of Student Trustees (CCAST). Some students are unhappy about the process of how the ASB president began reporting on student activities at the board meetings instead of the student trustee making those reports (Ms. Donado has no complaint with the ASB president reporting). Ms. Donado said that the situation of low morale with Student Life at PCC is due to an advisor and administrators are not considering the students voices, including a complaint regarding racial discrimination. Ms. Donado said it is her responsibility that students are heard, so she has asked students to speak to the Board under public comments on Student Life issues and the recent decision taken on AB955.

**Board of Trustees**

Member Kellogg thanked everyone for 2013 and wished everyone a happy new year.

**Trustee Communications**

None.

**Future Reports**

Member Uranga requested President Oakley have an update on the status of SB 1440 Transfer Programs.

**PUBLIC COMMENTS ON NON-AGENDA ITEMS**

John Kindred spoke about Student Life and Student Health concerns and issues, including the use of e-cigarettes on campus. Ms. Karen Roberts spoke on behalf of the part time faculty,

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saying that there have been accomplishments, but not to forget that there are ongoing issues that affect our part-time faculty.

**ADJOURNMENT**

President Kellogg adjourned the meeting at 7:15 p.m. The next regular meeting of the Board of Trustees will be held on January 28, 2014. 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