

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

**Minutes of Meeting of
March 11, 2014**

BOARD APPROVED
MARCH 25, 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 March 11, 2014.

CALL TO ORDER

The meeting was called to order at 5:05 p.m., in Building T, Room 1100, Liberal Arts Campus.

PLEDGE OF ALLEGIANCE

Member Bowen led the Pledge of Allegiance.

ROLL CALL

Present: President Kellogg, Vice President Clark, Member Bowen,
Member Otto (arrived late), Member Uranga and Student Trustee Donado

APPROVAL OF MINUTES

It was moved by Member Clark, seconded by Member Uranga, that the minutes of the regular meeting of February 25, 2014, be approved as distributed.

Aye: Mark Bowen, Tom Clark, Jeff Kellogg, and Roberto Uranga
Motion carried

PUBLIC HEARING

None

INTRODUCTIONS/SPECIAL ANNOUNCEMENTS/PRESENTATIONS

None.

ORDERING OF THE AGENDA

There was no reordering of the agenda.

PUBLIC COMMENTS ON AGENDA ITEMS

None.

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BOARD OF TRUSTEES

Revised Regulation 1001 – Development of Policy and Administrative Regulations

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

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 – Spring 2014	682
Hourly Counselor – Spring 2014	13
Hourly Teacher – Spring 2014	4
Hourly Instructional Specialist – Spring 2014	53
Hourly Librarian – Spring 2014	17
Hourly Reader – Spring 2014	11
Stipend	6

IN-SERVICE CHANGES

Change of Assignment	1
Change of Title	1

SEPARATION FROM THE DISTRICT

Non-Renewal of Contract	1
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HUMAN RESOURCES (Classified)

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

APPOINTMENTS

Probationary	1
Temporary	5
Exempt from the Merit System	105

SEPARATION FROM THE DISTRICT

Resignation	1
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FISCAL SERVICES

That the Board of Trustees approve the following actions:

Budget Transfers

Unrestricted General Fund 01

Budget Transfer numbers 150294, 295, 323, 333, 338, 362, 367, 382, 389, 392, and 401 for the Unrestricted General Fund 01 total \$167,282. Of that total, \$30,604 involved changes in the major object codes as summarized below:

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From: Academic Salaries	\$	14,946	
Employee Benefits		829	
Supplies and Materials		1,037	
Services and Operating Expenses		4,756	
Capital Outlay		<u>9,036</u>	\$ <u>30,604</u>
To: Classified Salaries	\$	12,453	
Employee Benefits		232	
Supplies and Materials		6,180	
Services and Operating Expenses		8,000	
Capital Outlay		<u>3,739</u>	\$ <u>30,604</u>

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

Restricted General Fund 12

Budget Transfer numbers 150166, 296, 297, 325, 326, 351, 383, 384, 389, 392, 408, 409, and 414 for the Restricted General Fund 12 total \$711,765. Of that total, \$199,587 involved changes in the major object codes as summarized below:

From: Classified Salaries	\$	70,393	
Employee Benefits		29,374	
Supplies and Materials		500	
Services and Operating Expenses		70,715	
Capital Outlay		13,605	
Other Outgo		<u>15,000</u>	\$ <u>199,587</u>
To: Academic Salaries	\$	23,478	
Classified Salaries		24,796	
Employee Benefits		12,213	
Supplies and Materials		46,258	
Services and Operating Expenses		22,186	
Capital Outlay		59	
Other Outgo		<u>70,597</u>	\$ <u>199,587</u>

Included in the budget transfers of \$199,587 for the Restricted General Fund 12 are the following transfers greater than \$25,000:

<u>AT</u>	<u>From:</u>	<u>Amount</u>
150383	514000-12-609000-0282 Professional Services	\$ 38,362
	<u>To:</u>	
	212000-12-609000-0282 Classified NI Salaries	\$ 2,799
	233000-12-609000-0282 Classified Hourly NI Salaries	20,736
	395000-12-609000-0282 Employee Benefits, NI	3,996
	457000-12-609000-0282 NI Supplies and Materials	831
	457300-12-609000-0282 Hospitality	10,000

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Budget transfer to cover expenses for four Student Ambassadors and an Outreach Assistant, and to further align the Lumina Budget with the most recent modifications for year 3 and year 4.

<u>AT</u>	<u>From:</u>		<u>Amount</u>
150383	514000-12-684600-7143	Professional Services	\$ 31,695
	<u>To:</u>		
	129000-12-684600-7143	Academic NI Salaries	\$ 23,478
	395000-12-684600-7143	Employee Benefits, NI	8,217

Budget transfer to allocate salary and benefits for the Department Head of Electronics/Electricity to lead curriculum development for the Trade Adjustment Assistance Community College and Career Training (TAACCCT) project.

<u>AT</u>	<u>From:</u>		<u>Amount</u>
150384	212000-12-609000-8093	Classified NI Salaries	\$ 59,796
	233000-12-609000-8093	Classified Hourly NI Salaries	262
	395000-12-609000-8093	Employee Benefits, NI	26,872
	<u>To:</u>		
	456500-12-609000-8093	Duplicating, NI	\$ 4,750
	457000-12-609000-8093	NI Supplies and Materials	1,472
	522200-12-609000-8093	Conferences, Academic	2,500
	589500-12-609000-8093	On Line Service-Software Licensing	7,611
	646000-12-609000-8093	Equipment, NI	70,597

Budget transfer to meet recent modifications from the Chancellor's Office for the Assessment and Remediation/Augmentation Program.

Capital Outlay Projects Fund 41

Budget Transfer numbers 150315, 316, and 411 for the Capital Outlay Projects Fund 41 total \$65,410. Of that total, \$60,410 involved changes in the major object codes as summarized below:

From: Services and Operating Expenses	\$ 45,410	
Capital Outlay	<u>15,000</u>	<u>\$ 60,410</u>
To: Classified Salaries	\$ 366	
Employee Benefits	44	
Services and Operating Expenses	15,000	
Capital Outlay	<u>45,000</u>	<u>\$ 60,410</u>

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

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General Obligation Bond Fund 46

Budget Transfer numbers 150317, 318, 319, 320, and 321 for the General Obligation Bond Fund 46 total \$580,748. Of that total, \$273,427 involved changes in the major object codes as summarized below:

From: Supplies and Materials	\$	35,747	
Services and Operating Expenses		41,778	
Capital Outlay		58,498	
Other Outgo		<u>137,404</u>	\$ <u>273,427</u>
To: Services and Operating Expenses	\$	58,498	
Capital Outlay		<u>214,929</u>	\$ <u>273,427</u>

Included in the budget transfers of \$273,427 for the General Obligation Bond Fund 46 are the following transfers greater than \$25,000:

<u>AT</u>	<u>From:</u>		<u>Amount</u>
150318	790100-46-710600-5806 Reserve for Contingencies	\$	137,404
	<u>To:</u>		
	612000-46-710600-5806 Site Improvements	\$	137,404

Budget transfer to cover expenses for parking lot improvements.

<u>AT</u>	<u>From:</u>		<u>Amount</u>
150319	457000-46-710400-5436 NI Supplies and Materials	\$	35,000
	514000-46-710400-5436 Professional Services		25,124
	<u>To:</u>		
	621000-46-710400-5436 Construction and Improvements	\$	7,124
	625000-46-710400-5436 Building Fixtures		20,000
	646000-46-710400-5436 Equipment, NI		33,000

Budget transfer to cover expenses for Building A Student Services Retrofit including layout changes, furniture, and improved security.

<u>AT</u>	<u>From:</u>		<u>Amount</u>
150321	621100-46-710400-5735 Infrastructure for Construction	\$	58,498
	<u>To:</u>		
	568000-46-710400-5735 Maintenance and Repairs	\$	58,498

Budget transfer to cover expenses for swimming pool leak repairs.

Contract/Community Education Fund 59

Budget Transfer numbers 150300 and 324 for the Contract/Community Education Fund 59 total \$5,456. Of that total, \$3,892 involved changes in the major object codes as summarized below:

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From: Classified Salaries	\$	500	
Employee Benefits		60	
Services and Operating Expenses		<u>3,332</u>	\$ <u>3,892</u>
To: Academic Salaries	\$	360	
Classified Salaries		2,975	
Employee Benefits		407	
Supplies and Materials		<u>150</u>	\$ <u>3,892</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. 4871 - 4874 for the period February 3, 2014 through February 14, 2014 in the amount of \$833,867.54 as listed:

Register No. 4871 Issue Date 02/10/14	Warrant Nos. 207584—207591	\$ 239,649.63
Register No. 4872 Issue Date 02/10/14	Warrant Nos. 207592—207710	\$ 166,047.22
Register No. 4873 Issue Date 02/13/14	Warrant Nos. 207711—207721	\$ 90,550.69
Register No. 4874 Issue Date 02/13/14	Warrant Nos. 207722—207737	\$ <u>337,620.00</u>
Total Salary Warrants Issued:		\$ <u>833,867.54</u>

Commercial Warrants

Ratify issuance of commercial warrants listed for the period February 3, 2014 through February 14, 2014 in the amount of \$2,760,404.98.

Unrestricted General Fund 01	\$ 1,219,013.20
Restricted General Fund 12	187,178.20
Child and Adult Development Fund 33	6,689.68
Capital Outlay Projects Fund 41	75,937.53
General Obligation Bond Fund 46	1,241,257.48
Veterans' Stadium Operations Fund 58	8,216.56
Contract/Community Education Fund 59	10,673.10
Student Financial Aid Fund 74	141.50
Payroll Clearing Fund 76	533.50
Retiree Health Fund 79	<u>10,764.23</u>
Total Commercial Warrants Issued:	\$ <u>2,760,404.98</u>

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Included in the total warrant expenditures of \$2,760,404.98 are the following payments greater than \$25,000, excluding utilities and employee benefits:

Unrestricted General Fund 01

1. \$ 73,951 to *Oracle America, Inc.* for software updates, license, and support for October 1, 2013 – December 31, 2013.
2. \$ 50,000 to *United States Postal Service* for postage meter expenses.

Restricted General Fund 12

1. \$ 53,459 to *El Camino Community College District* for reimbursement of expenses related to the operation and delivery of services provided by the SBDC Service Center.
2. \$ 28,094 to *Economic Development Collaborative* for reimbursement of expenses related to the operation and delivery of services provided by the SBDC Service Center.

Capital Outlay Projects Fund 41

1. \$ 36,875 to *Alley Cat Development, Inc.* for Child Development Center front entry and play area renovation at the Liberal Arts Campus.

General Obligation Bond Fund 46

1. \$ 912,195 to *Allied Paving Company* for resurfacing of the Veterans' Stadium parking lot M at the Liberal Arts Campus.
2. \$ 174,709 to *Pima Corporation* for the Storm Water Runoff Compliance project at the Liberal Arts Campus.
3. \$ 48,492 to *GRD Consulting, LLC* for facility planning and technical support services for construction projects for January 2014.
4. \$ 44,820 to *Cirks Construction, Inc.* for Building M steam radiator replacement at the Liberal Arts Campus.
5. \$ 33,960 to *A & T Europe S.p.A.* for materials for the pool renovation project at the Liberal Arts Campus.

Budget Increase (Decrease)

Restricted General Fund 12

2013- 2014 Budget Revision:

Board Financial Assistance Program (BFAP) Program 0710 \$ (47,482)

2013- 2014 New Budgets:

California Puente Project Program 1010 \$ 1,500

LBUSD GEAR Up Grant Program 7117 91,141

LBCC Auxiliary Pepsi Student Success Grants Program 0193 25,630

Financial Aid Fund 74

2013- 2014 Budget Revision:

Cooperative Agencies Resources for Education (CARE)

Financial Aid Program 3614 \$ (16,125)

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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:

Bond Contract Amendments

CN 22035.8 – With *Mobile Modular Management Corporation*, Change Order #4, in the amount of \$280,135 for a total contract amount not to exceed \$1,154,888, paid from General Obligation Bond Fund.

CN 22047.2 – With *BCA Architects, Inc.*, Amendment #3, to increase the contract amount by \$19,715 for a total contract amount not to exceed \$707,918.70 paid from General Obligation Bond Fund.

CN 22053.4 – With *AMEC Environment & Infrastructure, Inc.*, Amendment #2 to change the termination date from February 28, 2014 to June 30, 2015.

Contract Awards

CN 99711.2 – With *The RP Group, Inc.*, effective March 12, 2014 through September 30, 2017, for a total amount not to exceed \$248,440, paid from Restricted General Fund.

Use of Other Agencies Bids

CMAS Contract #4-14-71-0021F - With *McMurray Stern, Inc.* for the purchase, warranty and installation of high-density mobile filing and storage systems and shelving effective January 17, 2014 through February 28, 2019.

Ratification of Contracts Under \$175,000

Ratify contracts under \$175,000 for the period of February 11, 2014 through February 24, 2014 as listed:

CN 22056.4	Moffatt & Nichol	\$ 14,975.00	Parcel merger
CN 22056.5	tBP/Architecture, Inc.	\$ 18,000.00	Swimming pool feasibility study
CN 22056.6	Addscape, Inc.	\$115,000.00	Parking lot 6 repaving
CN 50037.6	Windsor Garden Convalescent Center	No Cost	Clinical – Dietetic program
CN 50038.1	St. Mary Medical Center	No Cost	Clinical – Multiple programs
CN 50038.6	Department of Veterans Affairs		Clinical – Nursing program
CN 93167.9	Pacific Gateway Investment Network	\$ 15,000.00	Curriculum development in alternative fuels
CN 99707.3	Steven Lehat	\$ 2,000.00	Business Advisor - ITC
CN 99707.7	Ryan Smolar dba Smolarcorp	\$ 11,040.00	Business Advisor - SBDC
CN 99708.5	Charles E. Lowe	\$ 19,320.00	Business Advisor - SBDC
CN 99710.5	California Conference for Equality & Justice	\$ 50,000.00	Facilitating Latino Student Success in Long Beach

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with clubs/organizations and student life. There are three tiers to the program: 1) Introduction to Leadership Principles; 2) Personal Leadership Development; 3) Applied Leadership Skills.

ACADEMIC AFFAIRS

No items, no report.

STUDENT SUPPORT SERVICES

Tentative 2014-2015 Academic Calendar – Informative

The tentative 2014-2015 academic calendar was submitted for first reading and will be available in the office of the Vice President, Student Support Services, for review by staff, students, and the public.

ASB President Report

ASB President Marco Mendoza shared with the Board upcoming activities for both Student Life and ASB.

ADMINISTRATIVE SERVICES

New Regulation 6012 – Payroll Functions - Informative

The *new* 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

Not items, no report.

REPORTS AND COMMUNICATIONS

Academic Senate President

No report.

Superintendent-President

President Oakley reported that he recently attended an awards ceremony in Sacramento to accept the 2014 James Irvine Foundation Leadership Award for our work on Promise Pathways. President Oakley said he is getting a lot of requests about the work we are doing here at LBCC and said he spends a big part of his week sharing this work with those interested in this model. He will be participating with Chris Steinhauser, superintendent of LBUSD and Donald Para, president of CSULB in a college access affinity group webinar about the College Promise. This webinar is sponsored by the U.S. Department of Education and will be shared with all of the stakeholders across the country. President Oakley thanked Dr. Baxter, Executive Director, LBCC Foundation, for all the foundation's work on raising funds that support these programs. President Oakley congratulated and thanked the coaching staff and our athletic director for a superb year.

President Oakley asked Dr. Peterson to address the prior issue that student trustee Donado brought up at the last board meeting about the student representation fee. Dr. Peterson cited that California Education Code 76060.5 allows for a student representation fee of \$1, if approved by

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students and requires a 2/3's or more approval vote or equals or exceeds the average of the number of students who voted in the previous three ASB elections. ASB is very interested in moving this forward and will be bringing this to the students again. Once they have the approval that meets the requirements Dr. Peterson said it will be brought to the Board for their approval.

Student Trustee

Ms. Donado reported that ASB has started the communications again to have an election with hopes of approving the Student Representation Fee by summer. Ms. Donado also passed out materials introducing SB 1017 Taxation: Oil Severance Tax Law. The proposed severance tax is intended to increase additional revenue for education. Ms. Donado spoke about her concerns of a prior arrest of one of our alumni during an open meeting and this has created fear with other students that this incident will bring retaliation to other students who speak out.

Board of Trustees

None.

Trustee Communications

None.

FUTURE REPORTS

There were no new requests for future reports.

PUBLIC COMMENTS ON NON-AGENDA ITEMS

A student from Cerritos College, Jennifer Ovalle, shared her concerns for LBCC students and how they have expressed that they don't feel safe on their own campus, when expressing their own opinions.

ADJOURNMENT

President Kellogg adjourned the meeting at 5:50 p.m. The next regular meeting of the Board of Trustees will be held on March 25, 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