

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

**Minutes of Meeting of  
March 25, 2014**

BOARD APPROVED  
APRIL 29, 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 25, 2014.

**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 5:04 p.m., in Building T, Room 1100, Liberal Arts Campus.

**PLEDGE OF ALLEGIANCE**

Member Otto led the Pledge of Allegiance.

**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 Clark, seconded by Member Uranga, that the minutes of the regular meeting of March 11, 2014, be approved as distributed.

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

**PUBLIC HEARING**

None

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**INTRODUCTIONS/SPECIAL ANNOUNCEMENTS/PRESENTATIONS**

President Oakley welcomed LBCC's Personnel Commissioner Dick Gaylord and Councilwoman Gerry Schipske from the City of Long Beach.

**ORDERING OF THE AGENDA**

There was no reordering of the agenda.

**PUBLIC COMMENTS ON AGENDA ITEMS**

None.

**BOARD OF TRUSTEES**

**2014 CCCT Board Election**

It was moved by Member Otto, seconded by Member Clark, that the Board of Trustees, submit the following eight (8) names for CCCT Board of Directors:

*Paul Gomez	Chaffey CCD
Jeffrey Lease	San Jose-Evergreen CCD
Pam Haynes	Los Rios CCD
Jim Moreno	Coast CCD
*Stephen P. Blum	Ventura CCD
*Laura Casas	Foothill-DeAnza CCD
*Stephen Castellanos	San Joaquin Delta CCD
*Nancy C. Chadwick,	Palomar CCD

\*Incumbent

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

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

**HUMAN RESOURCES (Academic)**

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

**APPOINTMENTS**

Probationary Faculty – Second Year Contract	2
Probationary Faculty – Third Year Contract	6
Probationary Faculty – Permanent Employees	1
Hourly Instructor – Spring 2014	56
Long-Term Substitute – Spring 2014	1
Non-Paid Intern – Spring 2014	1
Stipend	2

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**HUMAN RESOURCES (Classified)**

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

**APPOINTMENTS**

Probationary	8
Temporary	6
Exempt from the Merit System	39

**SEPARATION FROM THE DISTRICT**

Resignation	3
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**FISCAL SERVICES**

That the Board of Trustees approve the following actions:

**Budget Transfers**

**Unrestricted General Fund 01**

Budget Transfer numbers 150486, 488, 532, 545, 548, 549, 550, 555, 556, 563, 566, 590, 594, and 603 for the Unrestricted General Fund 01 total \$627,041. Of that total, \$540,133 involved changes in the major object codes as summarized below:

From: Academic Salaries	\$ 17,298	
Employee Benefits	2,422	
Supplies and Materials	190	
Services and Operating Expenses	19,573	
Capital Outlay	650	
Other Outgo	<u>500,000</u>	<u>\$ 540,133</u>
To: Classified Salaries	\$ 30,578	
Employee Benefits	3,669	
Supplies and Materials	5,696	
Services and Operating Expenses	5	
Capital Outlay	<u>500,185</u>	<u>\$ 540,133</u>

Included in the budget transfers of \$540,133 for the Unrestricted General Fund 01 is the following transfer greater than \$25,000:

<u>AT</u>	<u>From:</u>	<u>Amount</u>
150532	790100-01-790200-0000 Reserves	\$ 500,000
	<u>To:</u>	
	646000-01-678000-0019 Equipment non-instructional	\$ 500,000

Budget transfer to cover expenses for the Technology Master Plan.

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**Restricted General Fund 12**

Budget Transfer numbers 150435, 436, 489, 490, 518, 521, 530, 531, 547, 548, 555, 559, and 567 for the Restricted General Fund 12 total \$176,953. Of that total, \$97,891 involved changes in the major object codes as summarized below:

From: Classified Salaries	\$	62,579	
Employee Benefits		27,535	
Supplies and Materials		6,206	
Services and Operating Expenses		750	
Other Outgo		821	\$ <u>97,891</u>
To: Services and Operating Expenses		91,839	
Capital Outlay		6,052	\$ <u>97,891</u>

Included in the budget transfers of \$97,891 for the Restricted General Fund 12 is the following transfer greater than \$25,000:

<u>AT</u>	<u>From:</u>	<u>Amount</u>
150436	211000-12-684700-8650 Classified NI Salaries, Managers	\$ 50,000
	395000-12-684700-8650 Employee Benefits, NI	22,000
	<u>To:</u>	
	514000-12-684700-8650 Professional Services	\$ 72,000

Budget transfer to cover expenses for agreements with vendors to provide professional development services, voluntary audit services, expanding outreach and marketing and subscription renewal services.

**Capital Outlay Projects Fund 41**

Budget Transfer numbers 150437, 564, and 604 for the Capital Outlay Projects Fund 41 total \$220,500. Of that total, \$220,500 involved changes in the major object codes as summarized below:

From: Services and Operating Expenses	\$	52,500	
Other Outgo		168,000	\$ <u>220,500</u>
To: Capital Outlay	\$	220,500	\$ <u>220,500</u>

Included in the budget transfers of \$220,500 for the Capital Outlay Projects Fund 41 are the following transfers greater than \$25,000:

<u>AT</u>	<u>From:</u>	<u>Amount</u>
150437	568000-41-710100-0550 Maintenance	\$ 25,000
	568000-41-710100-0553 Maintenance	25,000
	790100-41-710100-0550 Reserves	50,000
	790100-41-710100-0553 Reserves	50,000

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<u>To:</u>		
621000-41-710100-0550	Construction and Additions	\$ 75,000
621000-41-710100-0553	Construction and Additions	75,000

Budget transfer to cover expenses for replacement of the fire alarm systems in Buildings HH and JJ.

<u>AT</u>	<u>From:</u>		<u>Amount</u>
150564	790100-41-710100-5000	Reserves	\$ 68,000

<u>To:</u>		
646000-41-710400-5081	Equipment < \$5,000 / Intl. Students	\$ 8,000
647000-41-710100-5081	Equipment > \$5,000 / Intl. Students	60,000

Budget transfer to cover expenses for facilities equipment.

**Veterans' Stadium Operations Fund 58**

Budget Transfer number 150493 for the Veterans' Stadium Operations Fund 58 totals \$2,500. Of that total, \$2,500 involved changes in the major object codes as summarized below:

From: Services and Operating Expenses	\$ <u>2,500</u>
To: Supplies and Materials	\$ <u>2,500</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 number 150491 for the Contract/Community Education Fund 59 totals \$2,081. Of that total, \$1,185 involved changes in the major object codes as summarized below:

From: Classified Salaries	\$ 1,058	
Employee Benefits	<u>127</u>	\$ <u>1,185</u>
To: Services and Operating Expenses	\$ <u>1,185</u>	\$ <u>1,185</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 No. 4875 for the period February 17, 2014 through February 28, 2014 in the amount of \$4,688,516.02 as listed:

Register No. 4875	Warrant Nos. 207738—207792	\$ <u>4,688,516.02</u>
Issue Date 02/28/14		

Total Salary Warrants Issued: \$ 4,688,516.02

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**Commercial Warrants**

Ratify issuance of commercial warrants listed for the period February 17, 2014 through February 28, 2014 in the amount of \$4,048,058.61.

Unrestricted General Fund 01	\$ 1,260,575.19
Restricted General Fund 12	349,725.32
Child and Adult Development Fund 33	9,093.92
Capital Outlay Projects Fund 41	6,795.00
General Obligation Bond Fund 46	2,275,570.42
Veterans' Stadium Operations Fund 58	7,094.26
Contract/Community Education Fund 59	3,807.10
Self-Insurance Fund 61	6,277.65
Student Financial Aid Fund 74	152.00
Payroll Clearing Fund 76	86,915.85
Retiree Health Fund 79	<u>42,051.90</u>

Total Commercial Warrants Issued: \$ 4,048,058.61

Included in the total warrant expenditures of \$4,048,058.61 are the following payments greater than \$25,000, excluding utilities and employee benefits:

**Unrestricted General Fund 01**

1. \$ 42,145 to *ECS Imaging, Inc.* for renewal of support and software for Laserfiche.
2. \$ 35,283 to *Community College League of California* for library databases subscription renewal for January 2014 – December 2014.

**Restricted General Fund 12**

1. \$ 161,724 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. \$ 66,400 to *Long Beach Community College District* for transfer of EOPS/CARE funds from the Los Angeles County Office of Education (LACOE) to Farmers and Merchants Bank for disbursement through the direct deposit system.
3. \$ 28,439 to *California State University Long Beach Research Foundation* for services for the CTE Community Collaborative grant.

**General Obligation Bond Fund 46**

1. \$ 951,648 to *Harper Construction Company, Inc.* for design and construction services for the Mathematics and Technology Building at the Liberal Arts Campus.
2. \$ 505,771 to *Bayley Construction* for construction services for the MDAB Renovation project at the Pacific Coast Campus.
3. \$ 380,398 to *Cordoba Corporation* for bond project construction management for January 2014.
4. \$ 56,741 to *Community Bank Escrow #1660* for retention associated with the MDAB Renovation project at the Pacific Coast Campus.

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5. \$ 43,444 to *Long Beach Community College District* for construction retention associated with the Mathematics and Technology Building at the Liberal Arts Campus.
6. \$ 31,179 to *AMEC Environment & Infrastructure, Inc.* for services related to environmental inspection of the Mathematics and Technology Building at the Liberal Arts Campus.
7. \$ 30,486 to *Blue Diamond Landscape, Inc.* for front quad landscaping services at the Liberal Arts Campus.

**Budget Increase (Decrease)**

**Unrestricted General Fund 01**

013- 2014 Budget Revision:

Material and Facility Use Fees Programs 0990 and 0991 \$ (2,916)

**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 22048.5 – With *Mobile Modular Management Corporation*, Amendment #2, in the amount of \$45,290 for a total contract amount not to exceed \$533,490.53, paid from General Obligation Bond Fund.

**Contract Amendments**

CN 93132.4 – With *Eye Physicians of Long Beach*, Amendment #2, to include suites 105 and 106 and extend the term of the lease through January 31, 2015.

**Change Order Ratifications**

CN 22041.6 – With *Bayley Construction*, Change Order #19, for the MDAB Renovation project at the Pacific Coast Campus in the amount of \$220,518.49, for a total contract amount not to exceed \$23,344,363.89, paid from General Obligation Bond Fund. Total approved change orders represents 5.20% of the contract amount.

CN 22054.2 – With *CTG Construction, Inc.*, Change Orders #1 and #2, for the Buildings Q & R Door Replacement project at the Liberal Arts Campus in the amounts of (\$5,340.88) and \$5,328.10, respectively, for a total contract amount of \$86,987.22, paid from General Obligation Bond Fund. Total approved change orders represents (0.01%) of the contract amount.

**Amendment to Board Action**

CN 99706.8 – Amend the Board action of February 25, 2014 with *Omnicap Group, LLC.*, to revise the total contract amount from \$7,500 to \$27,500.

CN 99709.2 – Amend the Board action of January 28, 2014 with *Santa Clarita Community College District*, to revise the total contract amount from \$317,000 to \$321,358.

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CN 99708.8 – Amend the Board action of January 28, 2014 with *Pacific Coast Regional Small Business Development Corporation*, to revise the total contract amount from \$270,000 to \$250,000.

**Use of Other Agencies Bids**

CMAS Contract #3-10-58-0077G – With *Presentation Products, Inc. dba Spinitar* for the purchase of audio/video and recording equipment and accessories as well as installation, maintenance, repair, warranty and integral services. Contract is effective from February 28, 2014 through January 31, 2019.

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

Ratify contracts under \$175,000 for the period of February 25, 2014 through March 7, 2014 as listed:

CN 22055.4	Hill Partnership, Inc.	\$ 17,810.00	Architectural services Lot 6
CN 50024.4	Country Villa Bay Vista	No Cost	Amend. #1 – Clinical – Dietetic
CN 50026.3	Health Care Partners	No Cost	Amend. #1 – Clinical – Nursing
CN 50036.9	Lakewood Regional Medical Center	No Cost	Clinical – DMI
CN 50037.7	Country Villa Belmont Heights Healthcare Center	No Cost	Clinical – Dietetic
CN 93165.9	Butte-Glenn Community College District	\$ 7,317.75	Amend. #1 – Provide training for the Covered California program
CN 93168.1	Pediatrix Medical Group dba Magella Healthcare	\$2,732.03/mo.	Lease at Palo Verde Ave. Suite #204
CN 99705.1	Carlos D. Venegas	\$ 4,920.00	Amend. #1 – Covered California certified enrollment counselor trainings
CN 99707.2	Christopher Bainbridge	\$ 2,000.00	ITC Business Advisor
CN 99709.5	Performance Branding Services	\$ 35,000.00	SBDC Business Advisor
CN 99710.1	Professional Personnel Leasing, Inc.	\$ 25,000.00	Consulting Services
CN 99710.5	The California Conference for Equality and Justice	\$ 50,000.00	Facilitating Latino Students Success
CN 99710.6	The Boys and Girls Clubs of Long Beach	\$ 50,000.00	Facilitating Latino Students Success
CN 99710.8	Whittier College	\$ 52,000.00	Upward Bound program
CN 99711.1	RideLinks, Inc.	\$ 31,480.00	AQMD online survey



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**PURCHASING**

**Purchase Order Approvals/Ratifications**

Authorize the issuance of purchase orders for the period of February 17, 2014 through February 28, 2014, in the amount of \$794,023.15 as listed:

PO #72792 – PO #72850 \$794,023.15

Included in the total amount of purchase orders of \$794,023.15 are the following items greater than \$25,000:

**Restricted General Fund – 12**

PO #72850 *Infolink Consulting, LLC* \$ 42,448.00  
IBM License

**Capital Outlay Projects Fund – 41**

PO #72814 *SimplexGrinnell* \$114,600.00  
Fire alarm system replacement Building HH

**General Obligation Bond Fund – 46**

PO #72794 *Hillyard Inc.* \$ 33,506.31  
Custom order mats for Buildings A, V  
and GG

PO #72828 *DWR Inc.* \$ 39,044.00  
Pool renovation/repair

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

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

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

No items.

**SUPERINTENDENT-PRESIDENT**

**Accreditation Update (Informative)**

Jeff Wheeler, Faculty Co-Chair and Eva Bagg, Administrative Co-Chair, presented to the Board the current status of the Institutional Self-Evaluation. The co-chairs gave an overview of the Self-Evaluation process and reviewed with the Board, each standard and the responses to each standard, including a descriptive summary of what the institution has done with respect to the standard over the past 6-year cycle, the self-evaluation – an evaluative analysis of the college’s performance against the standard, and actionable improvement plans that identifies areas in need of change that will be integrated into the college’s planning and evaluation processes.

**ACADEMIC AFFAIRS**

No items, no report.

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**STUDENT SUPPORT SERVICES**

**Academic Calendar – 2014-2015**

It was moved by Member Otto, seconded by Member Clark, that the Board of Trustees approve the final 2014-2015 academic calendar.

**ASB President Report (Informative)**

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

**ADMINISTRATIVE SERVICES**

**Parking Fees**

It was moved by Member Uranga, seconded by Member Otto, that the Board of Trustees approve the parking fees effective fall semester 2014 at the following rates:

<b><u>Parking Fees</u></b>	<b><u>Current Rates</u></b>	<b><u>New Rates</u></b>
Semester Parking Permit	\$25.00	\$30.00
BOGG Recipients	\$20.00	\$30.00
Summer/Intersession Parking Permits	\$15.00	\$20.00
Daily Permit Fee	\$ 1.00	\$ 2.00
District Special Events	N/A	\$ 5.00

Aye: Mark Bowen, Tom Clark, Jeff Kellogg, Doug Otto and Roberto Uranga

Nay: Student Trustee Donado (advisory vote only).

Motion carried

**General Obligation Refunding Bond Sales, 2014 Series C (Informative (Informative))**

Vice President Ann-Marie Gabel presented the information to the Board.

Pursuant to California Education Code Section 15146(c)(1), after the sale of bonds, the governing board of the district shall be presented with and disclose the actual cost information for the sale of bonds at its next scheduled public meeting. This requirement went into effect in September 2006. The attached Financing Summary meets the requirements of California Education Code Section 15146(c)(1).

On January 28, 2014, the Board of Trustees adopted Resolution No. 012814A to authorize the issuance and sale of General Obligation Refunding Bonds. Bonds were offered for sale on February 25, 2014 and closed on March 11, 2014.

\$11,825,000 in 2008 Election, 2014 Series C Refunding Bonds were sold on February 25, 2014. The average term is 6.976 years, with coupon rates ranging from 0.66% to 4.10%. The refunding will generate a \$2,280,507 debt service savings over the original issuance.

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**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 thanked the James Irvine Foundation for recognizing LBCC for our work on the Promise Pathways initiative with a \$125,000 award to further Promise Pathways and continue to do the work on improving student outcomes. President Oakley asked Dr. Peterson & Alicia Kruizenga to report to the Board on Dream.Us and then follow up with and update on Promise Pathways. Dream.Us will provide college scholarships to highly motivated DREAMers who cannot afford a college education. Only two colleges represent California, LBCC and CSULB.

President Oakley said that the recent parking issues are taken seriously and we will continue to work with the city's manager's office on this issue, but we are prohibited in using state funds to support or pay for activities outside of the college, such as paying for parking permits.

**Student Trustee**

Ms. Donado again spoke about the leadership and how students on our campus are feeling a sense of fear of speaking out. Ms. Donato said there is a recent petition initiated by a disabled blind student asking that the Board look into installing audible crossing signals on Carson and Clark to assist with crossing the street.

**Board of Trustees**

Board President Kellogg complimented the Community Engagement Club for holding the only forum for LBUSD & LBCC candidates for the upcoming school & college trustee election – it was a nice turn out.

**Trustee Communications**

None.

**FUTURE REPORTS**

There were no new requests for future reports.

**PUBLIC COMMENTS ON NON-AGENDA ITEMS**

The following community members addressed the Board on the issues of students parking in the neighborhood on the south side of Carson Street and the east side of Clark Avenue: Councilwoman Gerrie Schipske; neighborhood residents: Richard Walser, Don Hastelroth, Christine Elia, and Kelly Ghanus.

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Member Clark requested that President Oakley work with the City on the residential parking issues and report back to the Board. Member Otto encouraged the neighbors to respond to the city's parking engineer's survey. Member Uranga asked President Oakley if our campus police could patrol the streets.

CHI president Karen Roberts spoke about the shift away from tenured or tenure-track faculty toward part-time and other contingent faculty. Kenneth Jones talked about veteran's education. AFT classified union president Thomas Hamilton talked about policy 3008 on Ethics. Marshawn Frasier – program discontinuance, Anne Engel – staff negotiations, John Kindred – actions of the LBCC Student Life Director and Anthony Chhuor – education for veterans.

**ADJOURNMENT**

President Kellogg adjourned the meeting at 7:38 p.m. The next regular meeting of the Board of Trustees will be held on April 29, 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