



CERRITOS COMMUNITY COLLEGE DISTRICT
AGENDA FOR THE SPECIAL MEETING OF THE
BOARD OF TRUSTEES

CHERYL A. EPPLE BOARD ROOM
11110 ALONDRA BOULEVARD, NORWALK CA 90650

Monday, June 10, 2019 at 5:00 p.m.

CALL TO ORDER:

Carmen Avalos, Board President

Carmen Avalos, President
Trustee Area 2

Marisa Perez, Vice President
Trustee Area 4

Martha Camacho-Rodriguez, Board Clerk
Trustee Area 1

James Cody Birkey, Member
Trustee Area 3

Zurich Lewis, Member
Trustee Area 7

Dr. Shin Liu, Member
Trustee Area 5

Dr. Sandra Salazar, Member
Trustee Area 6

Valery Escobar
Student Trustee

Dr. Jose Fierro
President/Superintendent

Cerritos College Mission

Cerritos College values its diverse student population and is committed to providing these students with high quality, comprehensive instructional programs and support services that improve student success and offer clear pathways to achieve personal, educational, and career goals. In doing so, the college develops in students the knowledge, skills, and values that prepare them to be productive participants in the global community.

REASONABLE ACCOMMODATION FOR ANY INDIVIDUAL WITH A DISABILITY

Foreign language translation, sign language interpretation, materials in alternative formats and other accommodations are available to the public upon request. All requests for reasonable accommodations to participate in a Board meeting must be made at least three working days (72 hours) in advance of the scheduled meeting date. For assistance, please contact:

President's Office - 11110 Alondra Boulevard - Norwalk, California 90650
(562) 860-2451, Extension 2204 - (562) 860-1104 – FAX

Copies of the agenda materials are available in the President's Office and are available online at

www.cerritos.edu/board

1. Pledge of Allegiance**2. Roll Call*****AGENDA ORGANIZATION***

The Board of Trustees will discuss any changes in the order of agenda items. Per [Board Policy 2340](#), the order of business may be changed by consent of the Board of Trustees.

COMMENTS FROM THE AUDIENCE

(Government Code Section 54954.3)

The Board of Trustees welcomes public comment on issues within the jurisdiction of the college. Public comment request cards must be completed and returned to the secretary prior to the start of the meeting. Late arrivals will not be permitted to speak. Comments should be limited to five (5) minutes per speaker and twenty (20) minutes per topic if there is more than one speaker.

Note: Members of the board may not discuss or take legal action on matters raised unless the matters are properly noticed for discussion and legal action. Also, be advised that college personnel and processes are available for further communication.

REPORTS AND COMMENTS FROM CONSTITUENT GROUPS

At this time, a brief report and summary of initiatives will be given by identified constituent group leaders:

- Associated Students of Cerritos College (ASCC) President
- Faculty Senate President
- Cerritos College Faculty Federation (CCFF) President
- California School Employees Association (CSEA) President
- Association of Cerritos College Management Employees (ACCME) President

OPEN SESSION AGENDA**3. Institutional Presentation: Online Initiative**

The Board of Trustees will receive an update from Dr. Michelle Lewellen, Associate Professor, Psychology regarding the college's online initiative.

CONSENT CALENDAR ITEMS

Agenda Items 4-31 are presented as Consent Calendar Items. All items may be approved by adoption of the Consent Calendar, individually and collectively by one (1) motion. There will be no separate discussion of these items unless Members of the Board of Trustees, the public, or staff request that specific items be removed from the Consent Calendar for separate discussion and action.

4. New Courses and Programs, and Modifications to Existing Courses and Programs

It is recommended that the Board of Trustees approve new course offerings and modifications to curriculum, as attached. There is no fiscal impact.

5. Stipends for the Assessment, Remediation and Retention for Associate Degree Nursing Registered Nursing (RN) Program Grant RFA #18-300 for Fall 2018

It is recommended that the Board of Trustees approve payment of stipends in the total amount of \$9,820 to nursing faculty members for work which was performed August 13, 2018 through December 14, 2018 as stipulated in and funded by the RFA #18-300 Assessment, Remediation and Retention for Associate Degree Nursing Registered Nursing (RN) Program Grant. The RFA #18-300 Assessment, Remediation and Retention for Associate Degree Nursing Registered Nursing (RN) Program Grant will be utilized for these expenditures. No general funds will be used. Stipends will be paid after work is completed.

6. Stipend for the Chabot-Las Positas Community College District for Early Childhood Mentor Programs Grant

It is recommended that the Board of Trustees approve payment of a stipend to Susan Gradin in the total amount of \$112.00 for work performed for the 2019 Director Mentor Symposium, as stipulated in and funded by the Chabot-Las Positas Community College District for Early Childhood Mentor Programs Grant. The Mentor Program Supplemental funds will be utilized for this expenditure. No general funds will be used. The work was completed February 16, 2019.

7. Stipends for Strong Workforce Regional Project

It is recommended that the Board of Trustees approve payment of a stipend in the amount of \$5,000 for lead faculty, Gabriela Barrera de Contreras, for participating in the Strong Workforce Regional project. This stipend amount is to be paid for work performed from August 13, 2018 through December 14, 2018. Strong Workforce noncredit regional project funds will be utilized for this expenditure. No general funds will be used. The stipend will be paid upon completion of the work and activities.

8. Stipend for Faculty Assisting with Tutor Training for Spring 2019

It is recommended that the Board of Trustees approve a stipend of \$225 for faculty member, Lee Anne McIlroy, who helped train Success Center tutors. Coordination with faculty members in this way ensures that tutors continue to develop content knowledge in their field. No general funds will be used. Basic Skills Initiative funds will be utilized.

9. Stipend for the Faculty Entrepreneurship Champion Mini-Grant Project 2018-2019

It is recommended that the Board of Trustees approve payment of stipends in the total amount of \$5,900 for Business Administration faculty upon completion of work that will be performed January 1, 2019 through June 30, 2019 as stipulated in, and funded by, the Faculty Entrepreneurship Champion Mini-Grant. The Faculty Entrepreneurship Champion Mini-Grant will be utilized for this expenditure. No general funds will be used. Stipends will be paid after work is completed.

10. Embedded Tutoring Program Stipends for Spring 2019

It is recommended that the Board of Trustees approve stipends for faculty members who participated in the Embedded Tutoring program in Spring 2019. Instructors attend training sessions and met with tutors. The coordination between classroom instructors and tutors provides integrated support for students and facilitates student success. Basic Skills Initiative funds will be utilized for the stipends. General funds will not be utilized.

11. Award Master Architectural/Engineering Services Agreement and Project Assignment Agreement No. 1 with The Hill Partnership, Inc. dba HPI Architecture for Architectural Services for the New Student Services and Administration Building

It is recommended that the Board of Trustees authorize and approve Cerritos College to take the following action:

1. Approve the award of contract and authorize Cerritos College to negotiate and enter into a Master Architectural/Engineering Services Agreement (“Master Agreement”) with The Hill Partnership, Inc. dba HPI Architecture of Newport Beach, California for the purpose of providing architectural services pursuant to Request for Qualifications/Request for Proposal (RFQ/RFP) No. 18P001, Architectural Services for the New Student Services and Administration Building.
2. Approve the award of contract and authorize Cerritos College to negotiate and enter Project Assignment Agreement No. 1 with The Hill Partnership, Inc. dba HPI Architecture of Newport Beach, California in the amount of \$4,998,499 for the purpose of architectural, design, and engineering services for the completion of the Student Services and Administration Building.

There is no fiscal impact to the District for entering into a Master Architectural/Engineering Services Agreement (“Master Agreement”). Future Project Assignment Agreements may be drafted on an as-needed basis, if required. Project Assignment Agreements are governed by the terms and conditions of the Master Agreement.

12. Ratification of Acceptance of Gift

It is recommended that the Board of Trustees ratify the acceptance of a 2017 Nissan Sentra on behalf of Cerritos College. There is no cost to Cerritos College for the donated items.

13. Purchase Orders for the Month of April 2019

It is recommended that the Board of Trustees approve the purchase orders processed during the month of March 2019. Funding sources vary and are dependent upon the goods/services purchased.

14. Contracts for the Month of April 2019

It is recommended that the Board of Trustees approve the contracts that were processed during the month of April 2019. Funding sources vary and are dependent upon the goods/services purchased.

15. Sub-Contractor Agreement with Rowland Unified School District on behalf of Nogales High School for the Clean Fuels Transportation Pilot Career Opportunity Project

It is recommended that the Board of Trustees approve the sub-contractor agreement with Rowland Unified School District on behalf of Nogales High School as part of the Clean Fuels Transportation Pilot Career Opportunity Project (“Clean Fuels Project”) funded by Cerritos College’s agreement with the California Energy Commission. The total contract sum shall be for the not-to-exceed amount of \$55,000; funding is made possible through Cerritos College’s agreement with the California Energy Commission.

16. Sub-Contractor Agreement with Southern Kern Unified School District on behalf of Rosamond High School for the Clean Fuels Transportation Pilot Career Opportunity Project

It is recommended that the Board of Trustees approve the sub-contractor agreement with Southern Kern Unified School District on behalf of Rosamond High School as part of the Clean Fuels Transportation Pilot Career Opportunity Project (“Clean Fuels Project”) funded by Cerritos College’s agreement with the California Energy Commission. The total contract sum shall be for the not-to-exceed amount of \$55,000; funding is made possible through Cerritos College’s agreement with the California Energy Commission.

17. Sub-Contractor Agreement with Santa Clara Unified School District on behalf of Wilcox High School for the Clean Fuels Transportation Pilot Career Opportunity Project

It is recommended that the Board of Trustees approve the sub-contractor agreement with Santa Clara Unified School District on behalf of Wilcox High School as part of the Clean Fuels Transportation Pilot Career Opportunity Project (“Clean Fuels Project”) funded by Cerritos College’s agreement with the California Energy Commission. The total contract sum shall be for the not-to-exceed amount of \$55,000; funding is made possible through Cerritos College’s agreement with the California Energy Commission.

18. Ratification to Amend the Agreement with Yosemite Community College District for the Child Development Training Consortium

It is recommended that the Board of Trustees ratify the amendment to the agreement with Yosemite Community College District for the Child Development Training Consortium. The total revised contract sum shall be for the not-to-exceed amount of \$27,425; the agreement is being amended to include and additional payment augmentation to Cerritos College for \$2,425. This is a revenue generating agreement whereby funding is provided by the Child Development Training Consortium.

19. Ratification for Revision to the Contract with SIRSI Corporation for the SirsiDynix Library Automation System

It is recommended that the Board of Trustees ratify the revision to the agreement with SIRSI Corporation to provide the SirsiDynix Library Automation System. The total contract sum shall remain at the not-to-exceed amount of \$161,523. This amount will be paid over the three year term of the agreement; the three year cost reflects a 2.9% increase in the first year, a 3.9% increase in the second year, and a 3.9% increase in the third year. Funding for this contract will be allocated from Vintage funds.

20. Ratification of Amendment with Social Enterprises, Inc. for Event Planning and Management for the Advanced Transportation Summit

It is recommended that the Board of Trustees ratify the amendment to the agreement with Social Enterprises, Inc. for event planning and management for the Advanced Transportation Summit. The contract shall be for the new not-to-exceed amount of \$65,000; funding is made possible through Cerritos College's Sector Navigator grant agreement with the California Community Colleges Chancellor's Office.

21. Ratification of the Amendment to the Agreement for the Clean Fuels Transportation Pilot Career Opportunity Training Plan (No. 600-16-005)

It is recommended that the Board of Trustees ratify the amendment to the agreement for the Clean Fuels Transportation Pilot Career Opportunity Training Plan (No. 600-16-005) to increase the awareness of careers for high school students in the field of clean transportation. Cerritos College will receive additional funding in the amount of \$1,000,000, which will bring the new contract total to \$2,000,000; funding is made possible through Cerritos College's agreement with the State Energy Resources Conservation and Development Commission.

22. Make Budget Transfers and Budget Adjustments

It is recommended that the Board of Trustees approve the budget transfers and budget adjustments as presented. The overall fiscal impact of the budget transfers and budget adjustments will have no effect on the Restricted General Fund, Other Special Revenue Fund, Other Special Revenue Fund - Vintage/Economic Development/Culinary Arts, and Student Financial Aid Fund ending balances; and decrease the Unrestricted General Fund ending balance.

23. Authorize the Los Angeles County Superintendent of Schools to make Budget Appropriation Transfers as needed at the close of the school year 2018-19 per Education Code 85201

It is recommended that the Board of Trustees authorize the Los Angeles County Office of Education to make appropriation transfers as needed for the end of the Fiscal Year, June 30, 2019 per Education Code 85201. No general funds will be used.

24. Cash Borrowing Resolution No. 19-0605C for Temporary Transfers from the Los Angeles County Treasurer

It is recommended that the Board of Trustees approve the attached Resolution to request temporary borrowing from the Los Angeles County Treasurer to meet cash flow shortages from July 1, 2019, through April 25, 2020. Maximum amount of temporary transfers from the Los Angeles County Treasurer is set at \$20,000,000.

25. Cerritos College 2021-2025 Five-Year Construction Plan (5YCP)

It is recommended that the Board of Trustees approve Cerritos College's 2021-2025 Five-Year Construction Plan (5YCP). There is no financial impact to the unrestricted general fund. Funding is provided by the State Capital Outlay and local bond funds.

26. Resolution No. 19-0605A District Appropriations Limit for 2019-20 per Article XII-B of the California Constitution (Gann Limit) Which Requires the Board of Trustees to Adopt the Appropriation Limit on "Proceeds of Taxes" Revenues for Public Agencies

It is recommended that the Board of Trustees approve Resolution No.19-0605A District Appropriations Limit for 2019-20 per Article XII-B of the California Constitution (Gann Limit). No general funds will be used.

27. Resolution No. 19-0605B to Authorize Temporary Interfund Cash Borrowing for the District for Fiscal Year 2019-20

It is recommended that the Board of Trustees approve the attached Resolution No.19-0605B to authorize temporary borrowing of cash between District funds to meet any cash flow shortages that may occur during Fiscal Year 2019-20. No general funds will be used.

28. Employment of Full-Time, First-Year Contract (Probationary)

Doucette, Eric, Instructor (Business Communications Office Technology), Column B, Step 3, Faculty Salary Schedule (\$67,871.00/annual), 10-School Month Contract, effective August 19, 2019.

Contreras, Anne, Instructor (Dental Assisting), Column B, Step 3, Faculty Salary Schedule (\$67,871.00/annual), 10-School Month Contract, effective August 19, 2019.

Dr. Nadine Brown Farr, Instructor (Nursing), Column B, Step 3, Faculty Salary Schedule (\$67,871.00/annual), 10-School Month Contract, effective August 19, 2019.

Rachel Hiveley, Instructor (Nursing Simulation), Column B, Step 3, Faculty Salary Schedule (\$67,871.00/annual), 10-School Month Contract, effective August 19, 2019.

Dr. Christopher Ingstad, Instructor (Physical Therapist Assistant), Column B, Step 3, Faculty Salary Schedule (\$67,871.00/annual), 10-School Month Contract, effective August 19, 2019.

Brooke Hanniff, Instructor (Speech Communications), Column B, Step 3, Faculty Salary Schedule (\$67,871.00/annual), 10-School Month Contract, effective August 19, 2019.

Dr. Asma Said, Instructor (Physics), Column B, Step 3, Faculty Salary Schedule (\$67,871.00/annual), 10-School Month Contract, effective August 19, 2019

29. Employment of 2019 Summer Session Faculty Personnel

It is recommended that the Board of Trustees approve the employment of temporary and/or substitute hourly faculty personnel as needed for the 2019 Summer Session, as presented on the attached list. No additional financial effect. This is budgeted in the General Fund.

30. Approval and/or Ratification of Employment of Classified, Short-Term, Substitute, Professional Expert, and/or Student Hourly as needed for the 2018-2019 & 2019-2020 Academic Year

It is recommended that the Board of Trustees approve and/or ratify the employment of classified, short-term, substitute, professional expert, and/or student hourly personnel. No additional financial effect. This is budgeted in the General Fund. Some positions are Categorically or Specially funded as indicated.

31. Ratification to Extend Temporary Management “Out-of-Classification” Assignment

It is recommended that the Board of Trustees extend a temporary “out-of-classification” assignment for Dr. Gary Pritchard, Instructional Dean, Fine Arts & Communications, and Shawna Baskette, Dean of Academic Success to perform additional responsibilities effective July 1, 2019, for a period not to exceed June 30, 2020, or until the full-time position is filled, whichever occurs first. No fiscal impact. The Dean of Academic Affairs position is vacant.

32. Changes to the Substitute and/or Short-Term Hourly Salary Schedule

It is recommended that the Board of Trustees approve the addition of Short-Term Hourly job classification of Assistant Warehouseperson to the Short-Term Hourly Salary Schedule. It is recommended to add the short-term hourly job classification of Assistant Warehouseperson with the hourly rate of \$15.00 to the Short Term Hourly schedule. The cost to be borne entirely by the hiring department's annual budget.

INFORMATION ITEMS

Agenda Items 33-36 are presented as an Information Items.

33. Information Item: College Coordinating Committee Minutes

The Board of Trustees will review the April 22, 2019 and May 6, 2019 College Coordinating Committee Minutes.

34. Information Item: Citizens' Bond Oversight Committee 2017-18 Annual Report to the Board of Trustees

The Board of Trustees will review the Citizens' Bond Oversight Committee 2017-18 Annual Report to the Board of Trustees.

35. Information Item: Partnership for Adult and Academic Career Education (PAACE) Three-Year Plan: 2019-2022

The Board of Trustees will review the Partnership for Adult and Academic Career Education (PAACE) Three-Year Plan: 2019-2022.

36. Information Item: Associated Students Cerritos College (ASCC) Financial Report for the Period Ending March 31, 2019

The Board of Trustees will review the Associated Students Cerritos College (ASCC) Financial Report for the Period Ending March 31, 2019.

ADMINISTRATIVE ITEMS

Agenda Items 37-38 are presented as Administrative Items.

37. Consideration of Approval of the 2019 Facilities Master Plan

It is recommended that the Board of Trustees approve the 2019 Facilities Master Plan (FMP). Funding is from the GO Bond.

38. Consideration of Approval of Naming of Facility: John J. DeMott Lobby and John J. DeMott Endowed Scholarship

It is recommended that the Board of Trustees approve the naming of the rear lobby of the Fine Arts building. The Donors propose to create an endowed scholarship of \$25,000 (payments over the next five years). Donors will supplement the endowment with a planned gift of \$50,000 at the end of their lives.

REPORTS AND COMMENTS FROM DISTRICT OFFICIALS

At this time, members of the Board of Trustees will provide brief reports on meetings attended on matters pertaining to their service as a representative of the Cerritos Community College District Board of Trustees pursuant to Government Code 53232.3(d).

Following the Board of Trustees, the President/Superintendent will provide an executive report which includes reports from the Vice President of Business Services, Vice President of Academic Affairs, Vice President of Student Services, Vice President of Human Resources, and Director, College Relations, Public Affairs & Governmental Relations.

CLOSED SESSION

39. Liability Claims - Significant exposure to litigation pursuant to Government Code Section 54956.9 paragraph (3) of subdivision (e)

Claimant: Hector Zamora

Agency Claimed Against: Cerritos Community College District

40. Significant exposure to litigation pursuant to Government Code Section 54956.9 paragraph (3) of subdivision (e)

Claimant: Fata Construction

Agency Claimed Against: Cerritos Community College District

41. Public Employee Discipline/Dismissal/Release (GC #54957)

A. Case #: 92671107

42. Public Employee Employment (GC #54957)

A. Executive Director, Foundation and Institutional Advancement

B. Assistant Director, Admissions and Records

C. Extension of Temporary Contract of Acting Dean of Disabled Student Programs and Services (DSPA)

D. Extension of Employment Contracts

a. Director, Human Resources and Risk Management

- b. Captain, Campus Police Services
- c. Instructional Dean, Liberal Arts
- d. Operations Manager
- e. Instructional Dean, Science, Engineering, Mathematics

43. Conference with Labor Negotiators (GC #54957.6)

- A. Agency Representatives: Dr. Adriana Flores-Church, Dr. Jose Fierro
- B. Employee Organizations:
California School Employees Association (CSEA)

44. Reconvene to Open Session

45. Adjournment

***The Next Study Session of the Board of Trustees is set for
Wednesday, June 19, 2019 at 7:00 p.m.***

I, Dr. Jose Fierro, Secretary to the Board, certify that a true and correct copy of the foregoing Meeting Agenda was posted on June 6, 2019 at 5:00 p.m., as required by law.

Dr. Jose Fierro, President/Superintendent