



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

CHERYL A. EPPLE BOARD ROOM

Wednesday, January 17, 2018 at 7:00 p.m.

CALL TO ORDER: Zurich Lewis, Board President

Zurich Lewis, Board President
Trustee Area 7

Dr. Shin Liu, Member
Trustee Area 1

Dr. Shin Liu, Board Vice President
Trustee Area 2

Marisa Perez, Member
Trustee Area 4

Martha Camacho-Rodriguez, Board Clerk
Trustee Area 5

Dr. Sandra Salazar, Member
Trustee Area 6

James Cody Birkey, Member
Trustee Area 3

Raul Avalos
Student Trustee

Dr. Jose Fierro
President/Superintendent

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. **Invocation**
2. **Pledge of Allegiance: Dr. Sandra Salazar**
3. **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

CONSENT CALENDAR ITEMS

Agenda Items 4-28 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. Perkins Honorariums for Workshop Guest Speakers

It is recommended that the Board of Trustees approve grant honorariums for guest speakers for the 2017-2018 academic year. Strong Workforce Program funds in the amount of \$2,500 will be utilized for this expenditure. No district general funds will be used.

5. Stipend for the Strong Workforce – Regional Health Sector Career Pathway Project Grant 2016-2018

The Strong Workforce Health Sector Career Pathway Project Grant will be utilized for this expenditure. No general funds will be used. Stipend will be paid after work is completed.

6. Conference Requests for Travel Outside the United States – Montreal, Canada for April Griffin and Nicolas Matthews

It is recommended that the Board of Trustees approve conference requests for Dr. April Griffin and Mr. Nicholas Matthews, full-time faculty members and forensic coaches, to travel to Montreal, Canada from March 9, 2018 to March 14, 2018, as advisors for the Cerritos College Forensics Team. The purpose of team travel to Montreal, Canada is to participate in the International Forensics Association Annual Tournament. The fiscal impact to the General Fund will not exceed \$3,400.00.

7. Conference Requests for Travel Outside the United States – Taipei, Taiwan for Dr. Jose Fierro

It is recommended that the Board of Trustees approve a conference request for Zurich Lewis, Dr. Shin Liu, Carmen Avalos and Martha Camacho-Rodriguez to travel to Taipei, Taiwan from March 25-30, 2018. The purpose is to sign a Memorandum of Understanding between the New Taipei City Government and Cerritos College regarding a Collaborative Experience Education Program. The group representing Cerritos College will also meet with government and department of education officials and visit several school sites where the program will take place. The New Taipei City Government will pay for all travel costs. There is no cost to the district.

8. Conference Requests for Travel Outside the United States – Taipei, Taiwan for Zurich Lewis, Dr. Shin Liu, Carmen Avalos and Martha Camacho-Rodriguez

It is recommended that the Board of Trustees approve a conference request for Zurich Lewis, Dr. Shin Liu, Carmen Avalos and Martha Camacho-Rodriguez to travel to Taipei, Taiwan from March 25-30, 2018. The purpose is to sign a Memorandum of Understanding between the New Taipei City Government and Cerritos College regarding a Collaborative Experience Education Program. The group representing Cerritos College will also meet with government and department of education officials and visit several school sites where the program will take place. An amount not to exceed \$4,800 will be expended from the Board of Trustees conference accounts.

9. Bid No. 17P010, Performing Arts Center - Site Prep

It is recommended that the Board of Trustees approve the award of contract for Bid No. 17P010, Performing Arts Center - Site Prep to Suttles Plumbing and Mechanical Corp. of Chatsworth, California, as the lowest responsive, responsible bidder in the amount of \$831,000, which equals the Total Base Bid Amount plus Alternate No. 1 and Alternate No. 2. The amount of the lowest responsive, responsible bid for the Total Base Bid Amount plus Alternate No. 1 and Alternate No. 2 is \$831,000. Funding for this project will be allocated from the GO Bond.

10. Change Order No. 2 [Owner Added Scope, Agency Driven Changes], (Bid No. 16P001), RDM Electric Co., Multi-Purpose Fire Alarm Upgrade

It is recommended that the Board of Trustees approve Change Order No. 2 [Owner Added Scope, Agency Driven Changes] in the amount of \$4,048 for the Multi-Purpose Fire Alarm project. The amount from Change Order No. 2 will be \$4,048, increasing the contract amount to \$432,734. Funding will be allocated from the GO Bond.

11. Ratification of Acceptance of Gifts

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

12. Purchase Orders for the Month of November 2017

It is recommended that the Board of Trustees approve the purchase orders processed during the month of November 2017. Funding sources vary and are dependent upon the goods/services purchased.

13. Contracts for the Month of November 2017

It is recommended that the Board of Trustees approve the contracts that were processed during the month of November 2017. Funding sources vary and are dependent upon the goods/services purchased.

14. Contract with Victor Arreola for College Outreach Coordinator Services for the Strong Workforce Program

It is recommended that the Board of Trustees approve the contract with Victor Arreola for College Outreach Coordinator Services for the Strong Workforce Program. Cerritos College will receive funding in the amount of \$65,000 to pay for the below consulting services; funding is made possible through the Strong Workforce Program which is supported by the California Community Colleges Chancellor's Office.

15. Contract with Venea Meyer-Everhart for High School Outreach Coordinator Services for the Strong Workforce Program

It is recommended that the Board of Trustees approve the contract with Venea Meyer-Everhart for High School Outreach Coordinator Services for the Strong Workforce Program. Cerritos College will receive funding in the amount of \$65,000 to pay for the below consulting services; funding is made possible through the Strong Workforce Program which is supported by the California Community Colleges Chancellor's Office.

16. Contract with Randal Morales for Project Manager Services for the Strong Workforce Program

It is recommended that the Board of Trustees approve the contract with Randal Morales for Project Manager Services for the Strong Workforce Program. Cerritos College will receive funding in the amount of \$80,000 to pay for the below consulting services; funding is made possible through the Strong Workforce Program which is supported by the California Community Colleges Chancellor's Office.

17. Ratification of the Amendment to the Agreement with Chabot-Las Positas Community College District for Early Childhood Mentor Programs

It is recommended that the Board of Trustees ratify the amendment to the agreement with Chabot-Las Positas Community College District for Early Childhood Mentor Programs. Cerritos College will receive increased funding in the amount of \$1,000 for a new contract amount of \$35,899 plus travel expenses; funding is made possible through a California State Department of Education grant received by Chabot-Las Positas Community College District.

18. Amendment to Project Assignment Agreement No. 2 to the Master Architectural/Engineering Services Agreement with Hill Partnership, Inc. dba HPI Architecture for the Social Science Exterior Elevator

It is recommended that the Board of Trustees approve the amendment to Project Assignment Agreement No. 2 to the Master Architectural/Engineering Services Agreement with Hill Partnership, Inc. dba HPI Architecture for the Social Science Exterior Elevator project. The total contract sum shall be increased \$5,100 for a new not-to-exceed amount of \$189,967; this amount will be funded from the GO Bond. HPI Architecture is headquartered in Newport Beach, CA.

19. Ratification of General Fund, Special Reserve Funds, Restricted Funds, Financial Aid Fund, and Payroll Clearance Fund Warrants for the Quarter Ending December 31, 2017

It is recommended that the Board of Trustees ratify General Fund, Special Reserve Funds, Restricted Funds, Financial Aid Fund, and Payroll Clearance Fund Warrants for the quarter ending December 31, 2017. The items are budgeted in the General Fund.

20. Resolution #18-0118 to Approve the Use of Education Protection Account Proceeds Resulting From the Passage of Proposition 30/55

It is recommended that the Board of Trustees approve Resolution #18-0118 authorizing the use of an estimated \$12,933,952 of Education Protection Account proceeds resulting from the passage of Proposition 30/55 to be used for instructional salaries and benefits. The estimated revenue is projected at \$12,933,952 for Cerritos College and funds will be utilized for faculty salaries and benefits.

21. Non-Resident Tuition Fee and Non-Resident Student Capital Outlay Fee for 2018-2019

It is recommended that the Board of Trustees approve the per unit non-resident tuition fee of \$258, and the per unit non-resident student capital outlay fee of \$12 for a total of \$270 for the 2018-19 Fiscal Year and including the 2018 Summer Session.

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 ending balances of the Unrestricted and Restricted General Funds. Revenue adjustments for the Restricted General Funds and Capital Outlay Projects will have no effect on the ending balances. Expenditures will be adjusted correspondingly.

23. Consideration of Ratification of Employee Resignations (Including Separations and Retirements) Accepted by the President/Superintendent

It is recommended that the Board of Trustees ratify the attached list of resignations accepted by the President/Superintendent according to Board Policy 7350. No fiscal impact.

24. Employment of Classified, Short-Term, Substitute, Professional Expert, and/or Student Hourly Personnel

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.

25. Employment of Temporary and/or Substitute Hourly Faculty Personnel, as needed for 2017-2018 Academic Year

It is recommended that the Board of Trustees approve the employment of temporary and/or substitute hourly faculty personnel as needed for the 2017-2018 academic year and as presented on the attached list. No additional financial effect. This is budgeted in the General Fund.

26. Denial of Request for Unpaid Leave of Absence Due to Illness Reasons for Classified Employee

It is recommended that the Board of Trustees deny the attached request for unpaid leave of absence due to illness reasons for Kenneth J. Born, Maintenance Mechanic, Facilities Department, for the period December 19, 2017 through March 1, 2018. No fiscal impact.

27. Revised List of Minimum Qualifications and Local Standards by Discipline

It is recommended that the Board of Trustees approve the revised list of Minimum Qualifications and Local Standards by Discipline as developed by the faculty and approved by the Faculty Senate and the Hiring Standards Committee. No additional financial effect.

28. Citizens' Bond Oversight Committee Membership

It is recommended that the Board approve change in membership designation for member Parimal Shah as the senior citizens' organization member. It is also recommended that the Board approve the appointment of Richard Fisler as the business organization; Carmen Rivera-Amarillas and Pat Patnik as the community at-large members; and Paul Martinez as the support organization member to the Citizens' Bond Oversight Committee for two-year terms effective January 18, 2018.

ADMINISTRATIVE MATTERS

Agenda Item 29-38 are presented as Administrative Items.

29. Presentation: Audited Financial Reports for the Fiscal Year Ending June 30, 2017

The Board of Trustees will be provided with an overview of the Audited Financial Reports for the Fiscal Year Ending June 30, 2016 by the audit firm of Christy White & Associates.

30. Consideration of Receipt of Independent Audit Report for the Cerritos Community College District for Fiscal Year Ending June 30, 2017

It is recommended that the Board of Trustees receive and accept the 2016-17 fiscal year audit report for Cerritos Community College District as presented by the audit firm of CliftonLarsonAllen LLP. The fiscal impact is a reduction in General Apportionment revenue of \$8,359 due to over reporting of FTES. (1.67 FTES x \$ Credit FTES \$5,005.75 = \$8,359.60)

31. Consideration of Receipt of Independent Audit Report for the Cerritos College Measure CC Proposition 39 General Obligation Bond for Fiscal Year Ending June 30, 2017

It is recommended that the Board of Trustees receive and accept the copy of the 2016-17 fiscal year Measure CC Proposition 39 General Obligation Bonds Financial Audit and Performance Audit as presented by the audit firm of CliftonLarsonAllen LLP. There is no fiscal impact.

32. Consideration of Receipt of Independent Audit Report for the Cerritos College Measure G Proposition 39 General Obligation Bond for Fiscal Year Ending June 30, 2017

It is recommended that the Board of Trustees receive and accept the copy of the 2016-17 fiscal year Measure G Proposition 39 General Obligation Bonds Financial Audit and Performance Audit as presented by the audit firm of CliftonLarsonAllen LLP. There is no fiscal impact.

33. Consideration to Award Food Services Agreement with Campus Food Services, Inc. dba I-8 Food Services for the District's Campus Food Services for Vendor Location No. 1-2 and 4-8

It is recommended that the Board of Trustees provide direction regarding a Food Service Vendor Operating Agreement with Campus Food Services, Inc., I-8 Food Services for the purpose of providing food services for the District for Vendor Location No. 1-2 and 4-8, pursuant to Request for Proposal (RFP) No. 17C0023, Food and/or Concession Services. There is no fiscal impact to the District. The District will receive a 12% (locations and catering) and 15% (mobile coffee/concession cart) monthly operating fee based on gross sales from the food service vendor. In addition, the District will receive a one-time signing bonus of \$10,000.

34. Consideration of Approval of Integrated Planning Document

It is recommended that the Board of Trustees approve the Integrated Planning Document. The College has been granted state categorical Student Equity (SE), Student Success and Support Program (SSSP), and Basic Skills Initiative (BSI) funding for the fiscal year 2017-2018, which will be used in implementing the plan. Additional support may be provided by the general fund, other categorical funds, and grants/donations.

35. Consideration of Approval to Cancel the Regular Board Meeting of March 21, 2018

It is recommended that the Board of Trustees cancel the regular board meeting of March 21, 2018. No fiscal impact.

36. Consideration of Approval of Board Advisory Committee Membership

It is recommended that the Board of Trustees approve the membership for the Bond Construction and Board Policy Review Board Advisory Committees, in accordance with Board Policy 2220. No fiscal impact.

37. Consideration of Approval of Nominee for CCCT Board Election

It is recommended that the Board of Trustees consider nominating an individual to serve on the California Community College Trustees (CCCT) Board. No general funds will be used.

38. Consideration of Approval of Board Member Compensation Increase

It is recommended that the Board of Trustees approve a 2.5% increase of the compensation of individual Board Members effective July 1, 2017 based on the present \$554.10 monthly rate of compensation, in accordance with Board Policy 2725. The cost is \$1,329.84 annually and will be expended from the General Fund.

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 WILL BEGIN NO LATER THAN 9:00 P.M. AND WILL LAST NO LONGER THAN 90 MINUTES

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

- A. Case Number: 24431011
- B. Case Number: 73441106
- C. Case Number: 36771005
- D. Case Number: 92671107
- E. Case Number: 80411114

40. 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)
 - Cerritos College Faculty Federation (CCFF)
- C. Unrepresented Employees:
 - Management Employees
 - Contract Management Employees
 - Confidential Employees

41. Reconvene to Open Session

42. Adjournment

***The Next Regular Meeting of the Board of Trustees is set for
Wednesday, February 7, 2018 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 January 11, 2018 at 10:00 a.m., as required by law.

Dr. Jose Fierro, President/Superintendent