



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

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

Wednesday, May 16, 2018 at 7:00 p.m.

CALL TO ORDER:

Zurich Lewis, Board President

Zurich Lewis, Board President
Trustee Area 7

James Cody Birkey, Member
Trustee Area 3

Dr. Shin Liu, Board Vice President
Trustee Area 5

Marisa Perez, Member
Trustee Area 4

Martha Camacho-Rodriguez, Board Clerk
Trustee Area 1

Dr. Sandra Salazar, Member
Trustee Area 6

Carmen Avalos, Member
Trustee Area 2

Raul Avalos
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. **Invocation**
2. **Pledge of Allegiance: Carmen Avalos**
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

OPEN SESSION AGENDA

4. **Institutional Presentation: Certificate of Appreciation to Raul Avalos, Student Trustee**

The Board of Trustees will recognize and present a certificate of appreciation to Raul Avalos for his service as Student Trustee.

CONSENT CALENDAR ITEMS

Agenda Items 5-29 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.

5. Minutes

It is recommended that the Board of Trustees approve the minutes of the meetings from April 4, 2018.

6. Stipends for the Assessment, Remediation and Retention for Associate Degree Nursing Registered Nursing (RN) Program Grant RFA #17-200-002 for Spring 2018 and Summer 2018

It is recommended that the Board of Trustees approve payment of stipends in the total amount of \$7,200 to nursing faculty members for work which will be performed January 8, 2018 through June 30, 2018 as stipulated in and funded by the RFA #17-200-002 Assessment, Remediation and Retention for Associate Degree Nursing Registered Nursing (RN) Program Grant. The RFA #17-200-002 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.

7. Stipends for Center for Teaching Excellence Summer Institute Taking Place Summer Semester 2018

It is recommended that the Board of Trustees approve stipends for Center for Teaching Excellence Summer Institute taking place summer semester 2018. Funds from the Center for Teaching Excellence (CTX) budget will be utilized for this expenditure for a total amount not to exceed \$10,500.

8. Stipends for Part-time Faculty Forensics Assistant Coaches

It is recommended that the Board of Trustees approve payment of stipends totaling \$3,000 as compensation for serving as assistant coaches of the Forensics Team. Funds totaling \$3,000 from the Liberal Arts Division Forensics' budget will be utilized.

9. Ratification of Change Order No. 2 [Unforeseen Conditions, Owner Added Scope, Deductive Credit, Omissions], (Contract No. 15P016), Enviser, Chilled Water Expansion Project

It is recommended that the Board of Trustees ratify Change Order No. 2 [Unforeseen Conditions, Owner Added Scope, Deductive Credit, Omissions] in the amount of \$83,212 for the Chilled Water Expansion Project, increasing the contract amount to \$5,010,854. Funding will be allocated from the GO Bond.

10. 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.

11. Purchase Materials Through Other Public Agency Contracts

It is recommended that the Board of Trustees approve that the college may make procurements by means of existing public agency contracts pursuant to California Public Contract Code Section 20650 et seq. and Education Code 81646, and authorize Cerritos College to make such procurements, inclusive of incidental labor, as-needed, which is in Cerritos College's best interests, for fiscal year 2018-2019. There is no financial impact.

12. Resolution No. 18-0502A To Let Purchase Orders or Contracts with Apple, Inc. as a Sole Source Procurement of Product

It is recommended that the Board of Trustees approve Resolution No. 18-0502A, authorizing Cerritos College to let sole source purchase orders or contracts to Apple, Inc., without formal, public advertising and receiving of bids, for fiscal year 2018-2019 as needed, to buy Apple manufactured products for instructional and administrative use. Procurements for Apple products are processed by departments. Funding for the procurements will be allocated from various District funding sources.

13. Purchase Orders for the Month of March 2018

It is recommended that the Board of Trustees approve the purchase orders processed during the month of March 2018. Funding sources vary and are dependent upon the goods/services purchased.

14. Contracts for the Month of March 2018

It is recommended that the Board of Trustees approve the contracts that were processed during the month of March 2018. Funding sources vary and are dependent upon the goods/services purchased.

15. Agreement with Straight Talk Counseling for General Counseling Services

It is recommended that the Board of Trustees approve the agreement with Straight Talk Counseling for General Counseling Services for students. The District will pay for services performed at a rate of \$35 per hour, with such hours to be at the discretion of the Associate Dean of Student Health & Wellness. The total contract sum shall be in the amount not-to-exceed \$44,000; funding will be allocated from the Student Health Services budget.

16. Sub-Contractor Agreement with Artesia 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 Artesia 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. Amendment of Contract with Christina Rigas Mulcahy for Career Pathways Specialist Services for the Strong Workforce Regional Project

It is recommended that the Board of Trustees approve the amendment to the contract with Christina Rigas Mulcahy for Career Pathways Specialist services for the Strong Workforce Regional Project. There will be no change to the funding amount received by Cerritos College of \$120,000 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.

18. Amend the Master Independent Consulting Agreement with The Converse Professional Group dba Converse Consultants for Cerritos College's Geotechnical Engineering, Materials Testing and Special Inspection Services Pool

It is recommended that the Board of Trustees approve the amendment to the Master Independent Consulting Agreement ("Master Agreement") with The Converse Professional Group dba Converse Consultants for the purpose of maintaining a qualified pool of Geotechnical Engineering, Materials Testing, and Special Inspection Services firms for Cerritos College pursuant to Request for Qualifications (RFQ) No. 14P002, Geotechnical Engineering, Materials Testing and Special Inspection Services for Campus-Wide Measure CC and/or G Facilities Projects.

There is no fiscal impact to Cerritos College for entering into an amendment to the Master Independent Consulting Agreement ("Master Agreement"). Individual Project Assignment Agreements will continue to be drafted for each project on an as-needed basis. The Project Assignment Agreements will be governed by the terms and conditions of the Master Agreement. However, each Project Assignment Agreement will include the scope of work, project cost estimates, fee to inspection firm, and conditions specific to the project. As the need for services on a project arises, a Project Assignment Agreement will be brought before the Board of Trustees for approval or ratification detailing fiscal implications.

19. Amend the Master Independent Consulting Agreement with Koury Engineering & Testing, Inc. for Cerritos College's Geotechnical Engineering, Materials Testing and Special Inspection Services Pool

It is recommended that the Board of Trustees approve the amendment to the Master Independent Consulting Agreement ("Master Agreement") with Koury Engineering & Testing, Inc. for the purpose of maintaining a qualified pool of Geotechnical Engineering, Materials Testing, and Special Inspection Services firms for Cerritos College pursuant to Request for Qualifications (RFQ) No. 14P002, Geotechnical Engineering, Materials Testing and Special Inspection Services for Campus-Wide Measure CC and/or G Facilities Projects.

There is no fiscal impact to Cerritos College for entering into an amendment to the Master Independent Consulting Agreement ("Master Agreement"). Individual Project Assignment Agreements will continue to be drafted for each project on an as-needed basis. The Project Assignment Agreements will be governed by the terms and conditions of the Master Agreement. However, each Project Assignment Agreement will include the scope of work, project cost estimates, fee to inspection firm, and conditions specific to the project. As the need for services on a project arises, a Project Assignment Agreement will be brought before the Board of Trustees for approval or ratification detailing fiscal implications.

20. Amend the Master Inspector of Record Services Agreement with TYR, Inc. for the District's Inspector of Record Services Pool

It is recommended that the Board of Trustees approve the amendment to the Master Inspector of Record (IOR) Services Agreement (“Master IOR Agreement”) with TYR, Inc. for the purpose of maintaining a qualified pool of IOR firms for Cerritos College pursuant to Request for Qualifications (RFQ) No. 13P026, Inspector of Record Services for Campus-Wide Measure CC and/or G Facilities Projects.

There is no fiscal impact to Cerritos College for entering into an amendment to the Master Inspector of Record (IOR) Services Agreement (“Master IOR Agreement”). Individual Project Assignment Agreements will continue to be drafted for each project on an as-needed basis. The Project Assignment Agreements will be governed by the terms and conditions of the Master IOR Agreement. However, each Project Assignment Agreement will include the scope of work, project cost estimates, fee to inspection firm, and conditions specific to the project. As the need for services on a project arises, a Project Assignment Agreement will be brought before the Board of Trustees for approval or ratification detailing fiscal implications.

21. Amend the Master Inspector of Record Services Agreement with The Vinewood Company, LLC for the District's Inspector of Record Services Pool

It is recommended that the Board of Trustees approve the amendment to the Master Inspector of Record (IOR) Services Agreement (“Master IOR Agreement”) with The Vinewood Company, LLC for the purpose of maintaining a qualified pool of IOR firms for Cerritos College pursuant to Request for Qualifications (RFQ) No. 13P026, Inspector of Record Services for Campus-Wide Measure CC and/or G Facilities Projects.

There is no fiscal impact to Cerritos College for entering into an amendment to the Master Inspector of Record (IOR) Services Agreement (“Master IOR Agreement”). Individual Project Assignment Agreements will continue to be drafted for each project on an as-needed basis. The Project Assignment Agreements will be governed by the terms and conditions of the Master IOR Agreement. However, each Project Assignment Agreement will include the scope of work, project cost estimates, fee to inspection firm, and conditions specific to the project. As the need for services on a project arises, a Project Assignment Agreement will be brought before the Board of Trustees for approval or ratification detailing fiscal implications.

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 Funds, Student Health Services Fund, Insurance – Property Liability Fund, and Student Financial Aid Fund ending balances; and decrease the Unrestricted General Fund, and Sustainability Fund ending balances.

23. Ratification of General Fund, Special Reserve Funds, Restricted Funds, Financial Aid Fund, and Payroll Clearance Fund Warrants for the Quarter Ending March 31, 2018

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 March 31, 2018. The items are budgeted in the General Fund.

24. Consideration of Approval of Employment of Full-Time, First-Year Contract (Probationary)

De Long, Renee, Instructor (Psychology), Column F, Step 4, Faculty Salary Schedule (\$80,595.00/annual), 10-School Month Contract, effective August 13, 2018

25. 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.

26. Work Calendar for the 2018-2019 Fiscal Year for Classified Bargaining Unit, Management, and Confidential Employees

It is recommended that the Board of Trustees approve the attached 2018-2019 Work Calendar for classified bargaining unit, management, and confidential employees. No additional financial impact. This is budgeted in the General Fund.

27. Request to Revise Reduced Workload Prior to Retirement Pursuant to the Provisions of Administrative Procedure 7210 and Education Code Section 87483

It is recommended that the Board of Trustees approve the attached request to revise Ms. Lorraine Gersitz reduced workload prior to retirement from 80% to 65%, effective July 1, 2018 and for the remainder of the original period approved by the Board on March 1, 2017, which will end at the conclusion of the Academic Year 2021-2022. No additional financial effect. This is budgeted in the General Fund.

28. District's Equal Employment Opportunity Fund Multiple Method Allocation Model Certification Form, Fiscal Year 2017-2018

It is recommended that the Board of Trustees approve the District's Equal Employment Opportunity Fund Multiple Method Allocation Model Certification Form, Fiscal Year 2017-2018. No additional financial effect.

29. 2018 Commencement Speaker

It is recommended that the Board of Trustees approve Mr. Oz Sanchez, six-time Paralympic medalist, as the 2018 Cerritos College Commencement Speaker. An honorarium of \$1,500.00 will be provided by the ASCC Cross Cultural Celebrations fund.

ADMINISTRATIVE MATTERS

Agenda Items 30-31 are presented as Administrative Items.

30. Consideration of Receipt of Independent Audit Report for the Cerritos College Foundation 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 the Cerritos College Foundation as prepared by the audit firm CliftonLarsonAllen LLP. There is no fiscal impact.

31. Consideration of International Travel--Taiwan

It is recommended that the Board of Trustees consider international travel to Taiwan for Cerritos College Trustees Shin Liu and Martha Camacho-Rodriguez to meet with New Taipei Student Study Abroad program officials and participate in student orientations as appropriate. The dates of travel are July 6, 2018 through July 17, 2018.

A memoranda of understanding (MOU) was established for multi-year programs identical or similar in nature to the student course of study, internship, and cultural awareness development program. The MOU enables other Cerritos College students to take advantage of this opportunity through the next five years.

Funding in an amount not to exceed \$3,200 will be paid from the Board of Trustees general fund conference accounts to fund travel costs for Trustees Shin Lu (\$1,300) and Martha Camacho-Rodriguez (\$1,300).

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

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

Claimant: Maria M. Diaz

Agency Claimed Against: Cerritos Community College District

33. 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

34. 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

35. Reconvene to Open Session

36. Adjournment

***The Next Regular Meeting of the Board of Trustees is set for
Wednesday, June 6, 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 May 11, 2018 at 10:00 a.m., as required by law.

Dr. Jose Fierro, President/Superintendent