



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

CHERYL A. EPPLE BOARD ROOM

Wednesday, September 21, 2016 at 6:30 p.m. (Closed Session)
Open Session will begin at 7:30 p.m.

CALL TO ORDER:

Dr. Shin Liu, Board President

Dr. Shin Liu, Board President
Trustee Area 5

Bob Arthur, Member
Trustee Area 1

Marisa Perez, Board Vice President
Trustee Area 4

Carmen Avalos, Member
Trustee Area 2

Zurich Lewis, Board Clerk
Trustee Area 7

John Paul Drayer, Member
Trustee Area 3

Dr. Sandra Salazar, Member
Trustee Area 6

Karen F. Patron D.
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

COMMENTS FROM THE AUDIENCE REGARDING CLOSED SESSION

(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.

CLOSED SESSION

1. **Conference with Labor Negotiators (GC #54957.6)**
 - A. Agency Representatives: Mr. Harry Joel and Mr. Steven Andelson
 - B. Employee Organizations:
Cerritos College Faculty Federation (CCFF)

2. **Reconvene at 7:30 p.m.**

3. **Invocation**

4. **Pledge of Allegiance: Dr. Liu**

5. **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.

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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

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OPEN SESSION AGENDA

6. Institutional Presentation: Recognition of Outstanding Classified Team of the Month

The Board of Trustees will recognize Steve Gonzalez and Daniel Becerra, Groundskeepers in the Facilities Department, as Outstanding Classified Team of the Month for August 2016.

7. Information Item: Board Advisory Committee Activities Report

The Board of Trustees will receive a summary of Board advisory committee activities from the following:

- a. Bond Construction Advisory Committee

CONSENT CALENDAR ITEMS

Agenda Items 8-43 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.

8. Minutes (Office of the President)

It is recommended that the Board of Trustees approve the minutes of the regular meeting of July 20, 2016.

9. Minutes (Office of the President)

It is recommended that the Board of Trustees approve the minutes of the special meeting of July 25, 2016.

10. Minutes (Office of the President)

It is recommended that the Board of Trustees approve the minutes of the regular meeting of August 17, 2016.

11. RFA #16-200-002 Assessment, Remediation and Retention for Associate Degree Nursing (RN) Programs Grant for 2016 - 2017 for the amount of \$171,000 (Office of Academic Affairs)

It is recommended that the Board of Trustees approve acceptance of \$171,000 for the RFA #16-200-002 Assessment, Remediation and Retention for Registered Nursing Programs Grant for the 2016-2017 funding year. The RFA #16-200-002 Assessment, Remediation and Retention for Registered Nursing Programs Grant funds will be utilized before June 30, 2017 for an amount not to exceed \$171,000. The money will be used to implement the grant work plan to support student assessment, retention and remediation. No district funds will be spent.

12. Career Technical Education Enhancement Funds – Faculty Stipends (Office of Academic Affairs)

It is recommended that the Board of Trustees approve individual stipends totaling \$12,400 for the 2016-2017 academic year. Funds from the Career Technical Education Enhancement Funds will be utilized for this expenditure. No general funds will be used.

13. Perkins Grant Honorariums for Workshop Guest Speakers (Office of Academic Affairs)

It is recommended that the Board of Trustees approve grant honorariums for the guest speakers listed below for the 2016-2017 academic year. Perkins funds in the amount of \$ 3,000 (1-2 workshops (4-hours) per individual @ \$500 or 1-2 lecture (2-hours) per individual @ \$250) will be utilized for this expenditure. No district general funds will be used.

14. Stipends for Nursing Faculty Training Mandated by Clinical Sites (Office of Academic Affairs)

It is recommended that the Board of Trustees approve payment of stipends for the mandated nursing faculty training in the amount of \$4,166.00. General funds will be used.

15. Acceptance of Gifts (Office of Business Services)

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

16. Sale of Surplus and Obsolete Materials/Equipment (Office of Business Services)

It is recommended that the Board of Trustees declare and approve the listed items as surplus and authorize the Director of Purchasing and Contract Administration to sell the listed items by means of a public auction by a contract with an auction company in accordance with the district's board policy and administrative procedures. Proceeds from the sale of surplus items will be deposited into the General Fund.

17. Notice of Completion for Bid No. 14P014, Category 01, Learning Resource Center Phase III Renovation (Office of Business Services)

It is recommended that the Board of Trustees approve the Notice of Completion for Dalke & Sons Construction, Inc. of Riverside, California for the Gymnasium Team Room Additions project at Cerritos Community College District as presented. The total final contract amount was \$457,634 which was paid by the G.O. Bond.

18. Notice of Completion for Bid No. 15P002, Gymnasium Team Room Additions Project (Office of Business Services)

It is recommended that the Board of Trustees ratify Change Orders No. 4 and 5 [Design Errors/Omissions] in the total combined amount of \$148,889 for the Fine Arts-CIS/Math Building project. The combined amount from Change Orders No. 4 and 5 will be \$148,889, increasing the total contract amount to \$7,401,851; Change Order 4 is in the amount of \$87,893, and Change Order 5 is in the amount of \$60,996. Funding will be allocated from the GO Bond.

19. Notice of Completion for Bid No. 14P020, Category 03, Landscape: Alondra & Studebaker (Office of Business Services)

It is recommended that the Board of Trustees approve the Notice of Completion for K.A.R. Construction, Inc. of Ontario, California for the Landscape: Alondra & Studebaker project at Cerritos Community College District as presented. The total final contract amount was \$78,529 which was paid by the G.O. Bond.

20. Ratification of Change Orders No. 1 and 2 [Unforeseen Conditions, Errors], (Bid No. 13P032, Category 18), Emyrean Plumbing, Inc., Fine Arts-CIS/Math Building (Office of Business Services)

It is recommended that the Board of Trustees ratify Change Orders No. 1 and 2 [Unforeseen Conditions, Errors] in the total combined amount of \$50,000 for the Fine Arts-CIS/Math Building project. The combined amount from Change Orders No. 1 and 2 will be \$50,000, increasing the total contract amount to \$1,970,632; Change Order 1 is in the amount of \$36,124, and Change Order 2 is in the amount of \$13,876. Funding will be allocated from the GO Bond.

21. Ratification of Change Order No. 2 [Unforeseen Condition], (Bid No. 13P032, Category 19), RDM Electric, Inc., Fine Arts-CIS/Math Building (Office of Business Services)

It is recommended that the Board of Trustees ratify Change Order No. 2 [Unforeseen Condition] in the amount of \$5,793 for the Fine Arts-CIS/Math Building project. The amount from Change Order No. 2 will be \$5,793, increasing the contract amount to \$5,727,676. Funding will be allocated from the GO Bond.

22. Reduction of Retention, Bid No. 13P032, Category 11, Sierra Lathing Co., Inc., Fine Arts-CIS/Math Building (Office of Business Services)

It is recommended that the Board of Trustees approve the reduction of the retention withheld from 10% to 5%, in accordance with the terms and conditions of Contract No. 13P032-11 with Sierra Lathing Co., Inc., of Rialto, CA, for the reasons set forth below. The retention is currently being held in an escrow account; this project is funded by the GO Bond, and no general funds will be used.

23. Resolution No. 16-0921A Donation of Machine Tool Technology Equipment to Bellflower Unified School District (Office of Business Services)

It is recommended that the Board of Trustees approve Resolution No. 16-0921A, Donation of Machine Tool Technology Equipment, authorizing the donation of the surplus property, described as machine tool technology equipment listed on the Exhibit A of the attached Resolution, to Bellflower Unified School District as a donation of the District's personal property. No general funds will be used.

24. Resolution No. 16-0921B Donation of Machine Tool Technology Equipment to Lynwood Unified School District (Office of Business Services)

It is recommended that the Board of Trustees approve Resolution No. 16-0921B, Donation of Machine Tool Technology Equipment, authorizing the donation of the surplus property, described as machine tool technology equipment listed on the Exhibit A of the attached Resolution, to Lynwood Unified School District as a donation of the District's personal property. No general funds will be used.

25. Resolution No. 16-0921C Donation of Machine Tool Technology Equipment to Paramount Unified School District (Office of Business Services)

It is recommended that the Board of Trustees approve Resolution No. 16-0921C, Donation of Machine Tool Technology Equipment, authorizing the donation of the surplus property, described as machine tool technology equipment listed on the Exhibit A of the attached Resolution, to Paramount Unified School District as a donation of the District's personal property. No general funds will be used.

26. Ratification of Subgrantee Agreement with Rancho Santiago Community College District for the CTE Data Unlocked Initiative (Office of Business Services)

It is recommended that the Board of Trustees ratify the subgrantee agreement with Rancho Santiago Community College District for acceptance of the CTE Data Unlocked Initiative Funds allocated to Cerritos College. Cerritos College will receive funding in the amount of \$50,000; funding is made possible through Rancho Santiago Community College District's agreement with the California Community Colleges Chancellor's Office.

27. Project Assignment Agreement No. 18 to the Master Independent Consultant Agreement with The Converse Professional Group, DBA Converse Consultants for Geotechnical and Material Testing, and Inspection Services for the Shade Structures Project (Office of Business Services)

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

1. Rescind the April 20, 2016 approval of Project Assignment Agreement No. 15 to the Master Independent Consultant Agreement with The Converse Professional Group, DBA Converse Consultants for Geotechnical and Material Testing, and Inspection Services for the Shade Structures Project due to significant DSA mandated changes to the project schedule and scope of inspection services which necessitates a new agreement; and
2. Approve Project Assignment Agreement No. 18 to the Master Independent Consultant Agreement with The Converse Professional Group, DBA Converse Consultants for Geotechnical and Material Testing, and Inspection Services for the Shade Structures Project.

The total contract sum shall be for a total not-to-exceed amount of \$223,900; this amount will be funded from the GO Bond. Converse Consultants is headquartered in Monrovia, CA.

28. Project Assignment Agreement No. 21 to the Master Independent Consultant Agreement for Engineering Services with Hall & Foreman, a Division of David Evans & Associates, Inc. for Construction Surveying -- Shade Structures (Office of Business Services)

It is recommended that the Board of Trustees approve Project Assignment Agreement No. 21 to the Master Independent Consultant Agreement for Engineering Services with Hall & Foreman, a Division of David Evans & Associates, Inc. for Construction Surveying – Shade Structures. The total contract sum shall be for the amount not-to-exceed \$41,800; this amount will be funded from the GO Bond. Hall & Foreman, a Division of David Evans & Associates, Inc. is headquartered in Tustin, CA.

29. Ratification of Project Assignment Agreement No. 22 to the Master Independent Consultant Agreement for Engineering Services with Hall & Foreman, a Division of David Evans & Associates, Inc. for Existing Storm Drain Line Connection – Infrastructure Utilities (Office of Business Services)

It is recommended that the Board of Trustees ratify Project Assignment Agreement No. 22 to the Master Independent Consultant Agreement for Engineering Services with Hall & Foreman, a Division of David Evans & Associates, Inc. for Existing Storm Drain Line Connection – Infrastructure Utilities. The total contract sum shall be for the amount not-to-exceed \$30,700; this amount will be funded from the GO Bond. Hall & Foreman, a division of David Evans & Associates, Inc. is headquartered in Tustin, CA.

30. Project Assignment Agreement No. 7 to the Master Independent Consultant Agreement with Koury Engineering & Testing, Inc. for Inspection and Material Testing for the Central Plant Expansion Project (Office of Business Services)

It is recommended that the Board of Trustees approve Project Assignment Agreement No. 7 to the Master Independent Consultant Agreement with Koury Engineering & Testing, Inc. for Inspection and Material Testing for the Central Plant Inspection Project. The total contract sum shall be for the not-to-exceed amount of \$28,369.04; this amount will be funded from the GO Bond. Koury Engineering & Testing, Inc. is headquartered in Chino, CA.

31. Ratification of Project Assignment Agreement No. 8 to the Master Independent Consultant Agreement with Koury Engineering & Testing, Inc. for Inspection and Material Testing for the Campus Energy Management System (Office of Business Services)

It is recommended that the Board of Trustees ratify Project Assignment Agreement No. 8 to the Master Independent Consultant Agreement with Koury Engineering & Testing, Inc. for Inspection and Material Testing for the Campus Energy Management System. The total contract sum shall be for the not-to-exceed amount of \$25,537.52; this amount will be funded from the GO Bond. Koury Engineering & Testing, Inc. is headquartered in Chino, CA.

32. Project Assignment Agreement No. 7 to the Master Inspector Services Agreement with The Vinewood Company, LLC for the Central Plant Expansion Project (Office of Business Services)

It is recommended that the Board of Trustees approve Project Assignment Agreement No. 7 to the Master Inspector Services Agreement with The Vinewood Company, LLC for the Central Plant Expansion project. The total contract sum shall be for the not-to-exceed amount of \$101,652; this amount will be funded from the GO Bond. The Vinewood Company, LLC is headquartered in La Verne, CA.

33. Ratification of Amendment to Project Assignment Agreement No. 17 to the Master Independent Consultant Agreement with The Converse Professional Group, DBA Converse Consultants for the Sports Field Restroom Project (Office of Business Services)

It is recommended that the Board of Trustees ratify the amendment to Project Assignment Agreement No. 1 to the Master Independent Consultant Agreement with The Converse Professional Group, DBA Converse Consultants for the New Fine Arts Building. The total contract sum shall be increased \$10,780 for a new not-to-exceed amount of \$25,060; this amount will be funded from the GO Bond. The Converse Professional Group, DBA Converse Consultants is headquartered in Monrovia, CA.

34. Ratification of Amendment to Project Assignment Agreement No. 5 to the Master Independent Consultant Agreement for Engineering Services with Hall & Foreman, a Division of David Evans & Associates, Inc. for the Sports Field Restroom Project (Office of Business Services)

It is recommended that the Board of Trustees ratify the amendment to Project Assignment Agreement No. 5 to the Master Independent Consultant Agreement for Engineering Services with Hall & Foreman, a Division of David Evans & Associates, Inc. for the Sports Field Restroom project. The total contract sum shall be increased \$4,200 for a new not-to-exceed amount of \$11,600; this amount will be funded from the GO Bond. Hall & Foreman, a Division of David Evans & Associates, Inc. is headquartered in Tustin, CA.

35. Ratification of the Agreement for the Economic and Workforce Development Deputy Sector Navigator: Advanced Transportation and Renewables Grant (Grant No. 16-153-001) for Fiscal Year 2016-2017 (Office of Business Services)

It is recommended that the Board of Trustees ratify the agreement for the Economic and Workforce Development Deputy Sector Navigator: Advanced Transportation and Renewables Grant (Grant No. 16-153-001) for development of curriculum and providing training in colleges and K-12 schools for the Fiscal Year 2016-2017. Cerritos College will receive funding in the amount of \$200,000; funding is made possible through Cerritos College's grant agreement with the California Community Colleges Chancellor's Office.

36. Ratification of the Amendment to the Agreement with the California Department of Education for the California State Preschool Program for Fiscal Year 2016-2017 (Office of Business Services)

It is recommended that the Board of Trustees ratify the amendment to the agreement with the California Department of Education for the California State Preschool Program for Fiscal Year 2016-2017. The District will continue to receive funding in the amount of \$38.53 per child per day of full-time enrollment and a maximum reimbursable amount (MRA) of \$795,301; funding is made possible through the California Department of Education. No general funds will be used.

37. Contracts under \$25,000 for the Month of July 2016 (Office of Business Services)

It is recommended that the Board of Trustees approve contracts under \$25,000 that were processed during the month of July 2016. Funding sources vary and are dependent upon the goods/services purchased.

38. Purchase Orders for the Month of July 2016 (Office of Business Services)

It is recommended that the Board of Trustees approve the purchase orders processed during the month of July 2016. Funding sources vary and are dependent upon the goods/services purchased.

39. Employment of Classified, Short-Term, Substitute, Professional Expert, and/or Student Hourly Personnel as Needed for the 2015-2016 and 2016-2017 Academic Year (Office of Human Resources)

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 fiscal impact. This is budgeted in the General Fund.

40. Employment of Temporary and/or Substitute Hourly Faculty Personnel, as needed for 2016-2017 Academic Year (Office of Human Resources)

It is recommended that the Board of Trustees approve the employment of temporary and/or substitute hourly faculty personnel as needed for the 2016-2017 academic year and as presented on the attached list. No additional financial effect. This is budgeted in the General Fund.

41. Ratification of Employee Resignations (Including Separations and Retirements) Accepted by the President/Superintendent (Office of Human Resources)

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.

42. Request for Unpaid Leave of Absence: Dr. Monica Bellas, Professor (Anthropology Department) (Office of Human Resources)

It is recommended that the Board of Trustees approve Dr. Monica Bellas' request for a 40% unpaid leave of absence due to personal reasons for the period of August 15, 2016 through December 16, 2016. Replacement cost may or may not have a financial impact depending on substitute's salary rate.

43. Employment of Classified Managers (Office of Human Resources)

_____, College Psychologist, Student Health and Wellness, Management Salary Schedule, Grade 28, Step 1 (\$7,396.00/month)

INFORMATION ITEMS

Agenda Item 44 is presented for Information Only. No action will be taken by the Board of Trustees.

44. Presentation and Discussion Item: 2016-2017 Draft Strategic Plan (Office of the Academic Affairs)

It is recommended that the Board of Trustees review and discuss the college's 2016-2017 Draft Strategic Plan. There is no fiscal impact.

ADMINISTRATIVE ITEMS

Agenda Items 45-48 are presented as Administrative Matter Items. Each item will be considered for individual action by the Board of Trustees.

45. Consideration of Adoption of Resolution 16-0921D in Support of Proposition 55 (Requested by Trustee Sandra Salazar)

It is recommended that the Board of Trustees Adopt Resolution 16-0921D in Support of Proposition 55.

46. Consideration of Adoption of 2016-2017 Board of Trustees and President/Superintendent Goals (Office of the President)

It is recommended that the Board of Trustees adopt the 2016-2017 Board of Trustees and President/Superintendent Goals.

47. Award Independent Contractor Services Agreement with MIG, Inc. for the District's Educational Master Plan Consultant (Office of Business Services)

It is recommended that the Board of Trustees award and authorize the District to negotiate and enter into an Independent Contractor Services Agreement with MIG, Inc. of Pasadena, California for the purpose of providing consulting services for the Educational Master Plan for Cerritos College pursuant to Request for Proposal (RFP) No. 16C0007, Educational Master Plan Consultant. The total contract sum shall be for the not-to-exceed amount of \$139,565; funding for this agreement will be allocated from the General Fund.

48. Presentation and Consideration of Approval of the 2016-17 Adopted Budget (Office of Business Services)

Ali Delawalla will present the 2016-17 budget for adoption. It is recommended that the Board of Trustees approve the 2016-17 Adopted Budget as presented. The college is required to have its 2016-17 annual budget adopted by the Board of Trustees and submitted to the Chancellor's Office by September 21 and to the Los Angeles County Office of Education after adoption.

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.

49. Adjournment

***The Next Study Session Meeting of the Board of Trustees is set for
Wednesday, October 5, 2016 at 6:30 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 September 15, 2016 at 10:00 a.m., as required by law.

Dr. Jose Fierro, President/Superintendent