



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

CHERYL A. EPPLE BOARD ROOM

Wednesday, April 5, 2017 at 7:00 p.m.

CALL TO ORDER:

Zurich Lewis, Board President

Zurich Lewis, Board President
Trustee Area 7

Martha Camacho-Rodriguez, Member
Trustee Area 1

Carmen Avalos, Board Vice President
Trustee Area 2

John Paul Drayer, Member
Trustee Area 3

Dr. Shin Liu, Board Clerk
Trustee Area 5

Marisa Perez, Member
Trustee Area 4

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

1. **Invocation**
2. **Pledge of Allegiance: Marisa Perez**
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

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.

OPEN SESSION AGENDA

4. Institutional Presentation: Recognition of Classified Employee of the Month

The Board of Trustees will recognize Deborah Buffington, Administrative Clerk II, as Classified Employee of the Month for January 2017.

5. Institutional Presentation: Recognition of Classified Employee of the Month

The Board of Trustees will recognize David Ward, Theater Technical Design Specialist, as Classified Employee of the Month for February 2017.

6. 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 7-45 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.

7. New Courses and Programs, and Modifications to Existing Courses and Programs (Office of Academic Affairs)

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

8. Stipends for the Assessment, Remediation and Retention for Associate Degree Nursing Registered Nursing (RN) Program Grant RFA # 16-200-002 for Spring 2017 (Office of Academic Affairs)

It is recommended that the Board of Trustees approve payment of stipends in the total amount of \$7,275 to nursing faculty members for work which will be performed January 1, 2017 through June 30, 2017, as stipulated in – and funded by – the RFA # 16-200-002 Assessment, Remediation and Retention for Associate Degree Nursing Registered Nursing (RN) Program Grant. The RFA # 1-200-002 Assessment, Remediation and Retention for Associate Degree Nursing Registered Nursing (RN) Program Grant will be utilized in the amount of \$7,275 for these expenditures. No general funds will be used. Stipends will be paid as work is completed.

9. Consideration of Approval of the Teacher Preparation Pipeline Grant (TPP) Faculty Stipends (Office of Academic Affairs)

It is recommended that the Board of Trustees approve individual stipends totaling \$3,000 for faculty mentoring for the Teacher Preparation Pipeline (TPP) Grant taking place during the fall 2016 and spring 2017 semester. Funds from the Teacher Preparation Pipeline Grant in the amount of \$3,000 will be utilized for this expenditure. No general funds will be used.

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

It is recommended that the Board of Trustees approve grant honorariums for the 2016-2017 academic year. Perkins funds in the amount of \$ 1,200 (1 workshop (4-hours) per individual @ \$100) will be utilized for this expenditure. No district general funds will be used.

11. Strong Workforce Honorariums for Workshop Guest Speakers (Office of Academic Affairs)

It is recommended that the Board of Trustees approve grant honorariums for the guest speakers for the 2016-2017 academic year. Strong Workforce Program funds in the amount of \$500 (1 workshop (4-hours) per individual @ \$500) will be utilized for this expenditure. No district general funds will be used.

12. Strong Workforce Honorariums for Workshop Guest Speakers (Office of Academic Affairs)

It is recommended that the Board of Trustees approve grant honorariums for the guest speakers for the 2016-2017 academic year. Strong Workforce Program funds in the amount of \$500 (1 workshop (4-hours) per individual @ \$500) will be utilized for this expenditure. No district general funds will be used.

13. Rejection of All Bids for Bid No. 16P008, Campus Fiber Upgrade - Bid Category 02 (Office of Business Services)

It is recommended that the Board of Trustees authorize and approve Cerritos College to reject all bids pursuant to the bid and contract documents, and per Public Contract Code for the reasons as noted below. Funding for the initial advertising of this project, and the rebid, will be allocated from the GO Bond.

14. Ratification of Change Order No. 5 [Errors, Owner Added Scope], (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 ratify Change Order No. 5 [Errors, Owner Added Scope] in the amount of \$48,692 for the Fine Arts-CIS/Math Building project. The amount from Change Order No. 5 will be \$48,692, increasing the contract amount to \$3,548,301. Funding will be allocated from the GO Bond.

15. Ratification of Change Order No. 6 [Errors, Unforeseen Conditions, Agency Driven Changes], (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 ratify Change Order No. 6 [Errors, Unforeseen Conditions, Agency Driven Changes] in the amount of \$38,819 for the Fine Arts-CIS/Math Building project. The amount from Change Order No. 6 will be \$38,819, increasing the contract amount to \$3,587,120. Funding will be allocated from the GO Bond.

16. Ratification of Change Order No. 7 [Agency Driven Changes], (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 ratify Change Order No. 7 [Agency Driven Changes] in the amount of \$32,576 for the Fine Arts-CIS/Math Building project. The amount from Change Order No. 7 will be \$32,576, increasing the contract amount to \$3,619,696. Funding will be allocated from the GO Bond.

17. Ratification of Change Order No. 8 [Agency Driven Changes], (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 ratify Change Order No. 8 [Agency Driven Changes] in the amount of \$26,761 for the Fine Arts-CIS/Math Building project. The amount from Change Order No. 8 will be \$26,761, increasing the contract amount to \$3,646,457. Funding will be allocated from the GO Bond.

18. Ratification of Change Order No. 9 [Owner Added Scope, Errors, Agency Driven Changes, Unforeseen Conditions], (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 ratify Change Order No. 9 [Owner Added Scope, Errors, Agency Driven Changes, Unforeseen Conditions] in the amount of \$55,160 for the Fine Arts-CIS/Math Building project. The amount from Change Order No. 9 will be \$55,160, increasing the contract amount to \$3,701,617. Funding will be allocated from the GO Bond.

19. Ratification of Change Order No. 10 [Agency Driven Changes, Owner Added Scope], (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 ratify Change Order No. 10 [Agency Driven Changes, Owner Added Scope] in the amount of \$39,612 for the Fine Arts-CIS/Math Building project. The amount from Change Order No. 10 will be \$39,612, increasing the contract amount to \$3,741,229. Funding will be allocated from the GO Bond.

20. Ratification of Change Order No. 2 [Deductive Credit], (Bid No. 13P032, Category 09), ABBA Distributors dba Design Hardware, Fine Arts-CIS/Math Building (Office of Business Services)

It is recommended that the Board of Trustees ratify Change Order No. 2 [Deductive Credit] in the deductive amount of \$12,129 for the Fine Arts-CIS/Math Building project. The deductive amount from Change Order No. 2 will be \$12,129, decreasing the contract amount to \$499,625. Funding will be re-allocated to the GO Bond.

21. Agreement with KNN Public Finance LLC for Municipal Advisory Services (Office of Business Services)

It is recommended that the Board of Trustees approve the Agreement with KNN Public Finance LLC for municipal advisory services. Funding will be provided from bond proceeds (cost of issuance) based on the type of financing.

22. Award Independent Contractor Services Agreement with Vicenti, Lloyd & Stutzman LLP for Cerritos College's Independent Audit Services (Office of Business Services)

It is recommended that the Board of Trustees approve the award and authorize the District to enter into an Independent Contractor Services Agreement with Vicenti, Lloyd & Stutzman LLP to conduct the District's annual independent audit and provide additional accounting/auditing services for Fiscal Year (FY) 16/17 and FY 17/18, with the option of three (3) one-year renewals for FY 18/19, FY 19/20, and FY 20/21 pursuant to Request for Proposals (RFP) No. 16C0138, Independent Audit Services. The not-to-exceed agreement shall be in the amounts as detailed below under the financial implications. Funding for the independent audit services will be allocated from the Fiscal Services Department and the appropriate GO Bond.

23. Resolution No. 17-0405A Donation of Ceramics Equipment to Long Beach City College (Office of Business Services)

It is recommended that the Board of Trustees approve Resolution No. 17-0405A, Donation of Ceramics Equipment, authorizing the donation of the surplus property, described as ceramics equipment listed on the Exhibit A of the attached Resolution, to Long Beach City College as a donation of the District's personal property. No general funds will be used.

24. Resolution No. 17-0405D To Let Purchase Orders or Contracts with FieldTurf International, Inc. dba FieldTurf USA, Inc. via the California Multiple Award Schedules (CMAS) Contract Delivery Method for the Stadium Turf Replacement Project (Office of Business Services)

It is recommended that the Board of Trustees approve Resolution No. 17-0405D, authorizing Cerritos College to let purchase orders or contracts via the California Multiple Award Schedules (CMAS) contract delivery method to FieldTurf International, Inc. dba FieldTurf USA, Inc. ("FieldTurf"), to procure goods and services to implement the Stadium Turf Replacement Project. The total sum shall be for the not-to-exceed amount of \$1,707,661. Funding for goods and services to implement the Stadium Turf Replacement Project will be allocated from the GO Bond.

25. Ratification of Acceptance of Gifts (Office of Business Services)

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.

26. Purchase Orders for the Month of February 2017 (Office of Business Services)

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

27. Contracts Under \$25,000 for the Month of February 2017 (Office of Business Services)

It is recommended that the Board of Trustees approve the Contracts Under \$25,000 that were processed during the month of February 2017. Funding sources vary and are dependent upon the goods/services purchased.

28. Agreement with PlanNet Consulting, LLC for Audio Visual Technology Consulting for the Student Center (Office of Business Services)

It is recommended that the Board of Trustees approve the agreement with PlanNet Consulting, LLC for Audio Visual Technology Consulting for the Student Center. The total contract sum shall be for a fixed fee of \$33,950, plus a reimbursable amount of \$2,000, for a total not-to-exceed amount of \$35,950; this amount will be funded from the GO Bond. PlanNet Consulting, LLC is headquartered in Brea, CA.

29. Agreement with PlanNet Consulting, LLC for Audio Visual Technology Consulting for the Teleconference Center (Office of Business Services)

It is recommended that the Board of Trustees approve the agreement with PlanNet Consulting, LLC for Audio Visual Technology Consulting for the Teleconference Center. The total contract sum shall be for a fixed fee of \$29,400, plus a reimbursable amount of \$2,000, for a total not-to-exceed amount of \$31,400; this amount will be funded from the GO Bond. PlanNet Consulting, LLC is headquartered in Brea, CA.

30. Master Agreement with Atkinson, Andelson, Loya, Ruud & Romo for Legal Services (Office of Business Services)

It is recommended that the Board of Trustees approve the Master Agreement with Atkinson, Andelson, Loya, Ruud & Romo for legal services. Funding will be allocated from the general fund and/or GO Bond funds; several departments on campus utilize the agreement with Atkinson, Andelson, Loya, Ruud & Romo for a variety of legal services.

31. Master Agreement with Liebert Cassidy Whitmore, a Professional Corporation for Legal Services (Office of Business Services)

It is recommended that the Board of Trustees approve the Master Agreement with Liebert Cassidy Whitmore, a Professional Corporation for legal services. Funding will be allocated from the general fund and/or GO Bond funds; several departments on campus utilize the agreement with Liebert Cassidy Whitmore, a Professional Corporation for a variety of legal services.

32. Master Agreement with Parker & Covert, LLP, a Professional Corporation for Legal Services (Office of Business Services)

It is recommended that the Board of Trustees approve the Master Agreement with Parker & Covert, LLP, a Professional Corporation for legal services. Funding will be allocated from the general fund and/or GO Bond funds; several departments on campus utilize the agreement with Parker & Covert, LLP, a Professional Corporation for a variety of legal services.

33. Master Agreement with Public Agency Law Group for Legal Services

It is recommended that the Board of Trustees approve the Master Agreement with Public Agency Law Group for legal services. Funding will be allocated from the general fund and/or GO Bond funds; several departments on campus utilize the agreement with Public Agency Law Group for a variety of legal services.

34. Agreement with Bill Carr Surveys, Inc. for Survey Services for the Health & Wellness Complex – Phase I (Office of Business Services)

It is recommended that the Board of Trustees approve the agreement with Bill Carr Surveys, Inc. for Survey Services for the Health & Wellness Complex – Phase I. The total contract sum shall be in the not-to-exceed amount of \$44,390; this amount will be funded from the GO Bond. Bill Carr Surveys, Inc. is headquartered in Orange, CA.

35. Subgrantee Agreement with Rancho Santiago Community College District for the Strong Workforce Program – Regional Fund Agreement (Office of Academic Affairs)

It is recommended that the Board of Trustees ratify the subgrantee agreement with Rancho Santiago Community College District for acceptance of the Strong Workforce Program – Regional Fund Agreement allocated to Cerritos College. Cerritos College will receive funding in the amount of \$469,000; funding is made possible through Rancho Santiago Community College District's agreement with the California Community Colleges Chancellor's Office.

36. Agreement with Straight Talk for General Counseling Services (Office of Academic Affairs)

It is recommended that the Board of Trustees approve the agreement with Straight Talk 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 \$43,594; funding will be allocated from the Student Health Services budget.

37. Ratification of the Amendment to the Agreement with Ciber, Inc. for Services to Modify the Interface for Faculty Workload and Teaching Assignment Processes (Office of Academic Affairs)

It is recommended that the Board of Trustees ratify the amendment to the agreement with Ciber, Inc. for services to modify the interface for faculty workload and teaching assignment processes. The total sum shall remain at the not-to-exceed amount of \$400,000. Funding for the services to modify the interface for faculty workload and teaching assignment processes has been allocated from the Academic Affairs budget.

38. Quarterly Fiscal Status Report for the Quarter Ending December 31, 2016 (Office of Business Services)

It is recommended that the Board of Trustees approve the attached Quarterly Report (CCFS-311Q) for the quarter ending December 31, 2016. This quarterly report shows a snapshot-in-time financial status of the college. There is no fiscal impact.

39. Make Budget Transfers and Budget Adjustments (Office of Business Services)

It is recommended that the Board of Trustees approve the budget transfers and budget adjustments as presented. The overall fiscal impact of the budget adjustments will increase the Unrestricted General Fund ending balance and decrease the Restricted General Fund, Public Art Endowment Fund and Retiree Health Benefit Fund ending balances.

40. Employment of Classified, Short-Term, Substitute, Professional Expert, and/or Student Hourly Personnel as Needed for the 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.

41. Consideration of Approval of Employment of Full-Time, Second-Year Contract (Probationary)

Nicholas Matthews, Instructor (Forensics/Speech), Column B, Step 4, Faculty Salary Schedule (\$67,973.00/annual), 10-School Month Contract, effective August 14, 2017

42. 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.

43. Request for Reduced Workload Prior to Retirement Pursuant to the Provisions of Administrative Procedure 7210 and Education Code Section 87483 (Office of Human Resources)

It is recommended that the Board of Trustees approve the attached request for reduced workload to 80% for 2017-2018, 2018-2019, and 2019-2020, and 60% for 2020-2021 and 2021-2022 prior to retirement for Ms. Bonnie Barrett effective for a period of five academic years beginning at the start of the Fall Semester 2017 and ending at the conclusion of the Spring Semester 2022. No additional financial effect. This is budgeted in the General Fund.

44. Declare Unrepresented Employees' Salaries Indefinite for 2017-2018 Academic Year (Office of Human Resources)

It is recommended that the Board of Trustees approve to declare all management; contract management; confidential; child development center teachers; short-term, substitute, and student hourly; community education hourly; and/or other unrepresented employees' salaries indefinite effective July 1, 2017, for the 2017-2018 fiscal year. No additional financial effect.

45. Board Resolution #17-0405B, to Recognize the Week of May 21-27, 2017, as Classified School Employee Week in California, as Designated by the California School Employees Association and the California State Legislature (Office of Human Resources)

It is hereby recommended that the Board of Trustees adopt the attached Resolution #17-0405B, and designate the week of May 21 through May 27, 2017 as Classified School Employee Week, to recognize and honor the contributions of the classified professionals of the Cerritos Community College District. No additional financial impact.

46. 2017 Commencement Speaker – Ms. Michele Siqueiros (Office of Student Services)

It is recommended that the Board of Trustees approve Ms. Michele Siqueiros, President of the Campaign for College Opportunity, as the 2017 Cerritos College Commencement Speaker. It is also recommended that the Board of Trustees approve an honorarium of \$500 to be made available, which will be funded by the District Commencement account.

INFORMATION ITEMS

Agenda Items 46-47 are presented as Information Items.

47. Information Item: College Coordinating Committee Minutes (Office of the President)

The Board of Trustees will review the February 21, 2017 and March 6, 2017 College Coordinating Committee Minutes.

48. Information Item: Associated Students Cerritos College (ASCC) Financial Report for the Period Ending December 31, 2016 (Office of Business Services)

The Board of Trustees will review the Associated Students Cerritos College (ASCC) Financial Report for the Period Ending December 31, 2016.

ADMINISTRATIVE MATTERS

Agenda Items 48-50 are presented as Administrative Matter Items. Each item will be considered for individual action by the Board of Trustees.

49. Consideration of Approval of Sabbatical Leave Applicants for 2017-18 Academic Year (Office of Academic Affairs)

It is recommended that the Board of Trustees approve sabbatical leaves of absence for the following:

Kimberley Duff	100%	2017-18 Academic Year
Frank Gaik	100%	2017-18 Academic Year
Patty George	100%	2017-18 Academic Year
Lance Kayser	100%	2017-18 Academic Year

The cost of replacing Sabbatical Leave applicants with part-time faculty to teach their regular loads is estimated to be \$160,000.

50. Consideration of Approval of Candidates for CCCT Board of Directors – 2017 (Office of the President)

It is recommended that the Board consider this item and determine a vote for each of the nine vacancies and authorize staff to forward the official ballot to the League office before the April 25 deadline. No financial impact.

51. Board Member Vacancy (Office of the President)

It is recommended that the Board of Trustees consider the process to fill the board vacancy caused by the resignation of John Paul Drayer (Trustee Area 3) effective April 11, 2017.

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 ONE HOUR

52. 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)

53. Reconvene to Open Session

54. Adjournment

The Next Regular Meeting (Study Session) of the Board of Trustees is set for Wednesday, April 19, 2017 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 March 29, 2017 at 10:00 a.m., as required by law.

Dr. Jose Fierro, President/Superintendent