



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

CHERYL A. EPPLE BOARD ROOM

**Wednesday, December 7, 2016 at 6:30 p.m.**

**CALL TO ORDER:**

Dr. Shin Liu, Board President

**Dr. Shin Liu, Board President**  
Trustee Area 5

**Martha Camacho-Rodriguez, 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](http://www.cerritos.edu/board)

1. **Invocation**
2. **Pledge of Allegiance: Zurich Lewis**
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.

**ORGANIZATIONAL MEETING**

**4. Certification of Election of Members of the Cerritos College Board of Trustees**

It is recommended that the Board of Trustees receive and accept the certification of election results from the Los Angeles County Registrar-Recorder/County Clerk and declare the following individuals elected to the office of Trustee of the Cerritos College Board of Trustees for the following four-year terms:

- Carmen Avalos

- Marisa Perez
- Martha Camacho-Rodriguez
- Dr. Sandra Salazar

**5. Swearing In of Re-Elected and Newly Elected Trustees**

Installation of Re-Elected Board Members

- Carmen Avalos
- Marisa Perez
- Dr. Sandra Salazar

Installation of Newly Elected Board Members

- Martha Camacho-Rodriguez

**6. Election of Board Officers (President, Vice President and Clerk)**

It is recommended that the current Board President conduct the organizational meeting through the official election of the 2017 Board President. The 2017 Board President will then conduct the remainder of the meeting including the election of the Vice President and the Clerk of the Board.

**7. Consideration of Regular Meeting Dates of the Cerritos Community College District Board of Trustees**

It is recommended that the attached dates be approved for the 2017 regular Board meetings.

**8. Consideration of Election of Annual Representative to the Los Angeles County School Trustees Association for 2017**

It is recommended that the Board of Trustees elect an Annual Representative to the Los Angeles County School Trustees Association for 2017.

**9. Information Item: Board Policy 2715 – Code of Ethics/Standards of Practice**

Board Policy 2715 – Code of Ethics/Standards of Practice incorporates a code of ethics that includes a clearly defined policy for dealing with behavior that violates its code. The policy states that it is to be reviewed during the organizational meeting following Board member elections.

**OPEN SESSION AGENDA**

**10. Institutional Presentation: Recognition of Classified Employee of the Month**

The Board of Trustees will recognize Monica Castro, Administrative Secretary I, as Classified Employee of the Month for October 2016.

**11. Institutional Presentation: Helping Dreamers Be Successful**

The Financial Aid Office will provide data on graduation rates of undocumented students and the laws impacting undocumented students. The presentation will also provide an overview of the goals, implications, and statistics of the student population, including Dreamers. The presentation will conclude with some resources for students and anyone who is interested in learning more about this population.

**12. 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 13-41 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.

**13. 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.

**14. Stipends for Center for Teaching Excellence Faculty Inquiry Group (FIG) Taking Place Spring Semester 2017 (Office of Academic Affairs)**

It is recommended that the Board of Trustees approve stipends for the Center for Teaching Excellence Faculty Inquiry Group (FIG) taking place during the spring semester of 2017. Funds from the Center for Teaching Excellence (CTX) budget will be utilized for this expenditure for a total amount not to exceed \$7,000.

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

It is recommended that the Board of Trustees approve grant honorariums for guest speakers in the 2016-2017 academic year. Perkins funds in the amount of \$ 500 will be utilized for this expenditure. No district general funds will be used.

**16. BSI-funded Stipends for Basic Skills Initiatives for Fall of 2016 (Office of Academic Affairs)**

It is recommended that the Board of Trustees approve stipends for faculty to facilitate workshops for teaching English accelerated courses and participating in workshops for teaching English accelerated courses. General funds will not be used for these stipends. Basic Skills Initiative funds will be utilized.

**17. Request to Name CIS Lobby in New Computer Information Science Building (Office of the Cerritos College Foundation)**

It is recommended that the Board of Trustees approve the naming rights for the MATH/CIS Lobby area in the new MATH/CIS Building; to be permanently called the James D. Woolever MATH/CIS Lobby. The location will be the first floor east side lobby area. No fiscal impact.

**18. Fine Art Donation from LA Based Artist Gustavo Godoy/Vacant Marker (Office of Academic Affairs)**

The Committee on Art in Public Spaces (CAPS) recommends that the Board of Trustees accept the generous donation of a large abstract concrete sculpture titled Vacant Marker by LA-based artist, Gustavo Godoy. The sculpture was originally produced for an exhibition at Honor Fraser gallery in Los Angeles in 2012 and was part of a larger project loosely inspired by famed Mexican-American pitcher and Spanish-language announcer Fernando Valenzuela. Because of this inspirational connection to local baseball history, CAPS recommends the placement of this sculpture along the walkway leading to Kincaid Field.

This sculpture, produced by a highly regarded, internationally exhibiting artist, is valued at \$20,000, but will be donated, free-of-cost, to the college by the artist himself. There are only minimal costs associated with the installation of the work for permanent display, including lighting and appropriate signage, which will be covered through the existing budget for public art.

**19. Resolution No. #16-1207D in Support of Undocumented Students (Office of the President)**

It is recommended that the Board of Trustees adopt Resolution No. #16-1207D in support of Dreamers and undocumented students. No fiscal impact.

**20. Resolution No 16-1207E to Declare Cerritos College a Safe Campus for all Students**

It is recommended that the Board of Trustees Adopt Resolution No 16-1207E to Declare Cerritos College a Safe Campus for all Students.

**21. 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 item.

**22. 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.

**23. Bid No. 16P004, Campus Fiber Upgrade – Category 01, Fiber & Copper Infrastructure (Office of Business Services)**

It is recommended that the Board of Trustees approve the award of contract for Bid No. 16P004, Campus Fiber Upgrade – Category 01, Fiber & Copper Infrastructure to RDM Electric Co., Inc. of Chino, California, as the lowest responsive, responsible bidder in the amount of \$249,000, which equals the Total Base Bid Amount.

**24. Rejection of All Bids for Bid No. 16P004, Campus Fiber Upgrade – Category 02, Low Voltage (Fiber & Copper) (Office of Business Services)**

It is recommended that the Board of Trustees authorize and approve Cerritos College to reject all bids for Category 02, Low Voltage (Fiber & Copper) 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 of this bid category, will be allocated from the GO Bond.

**25. Rejection of All Bids for Bid No. 16P005, Health Wellness Complex – Phase I (Site Prep) (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.

**26. Resolution No. 16-1207A, Allowing the Award of Contracts on the Health and Wellness Complex to Prequalified Bidders Based on Surety Bonding Limits (Office of Business Services)**

It is recommended that the Board of Trustees approve the award of contract for Bid No. 16P002, Shade Structures – Category 03, Shade Structure Steel to Anderson Charnesky Structural Steel, Inc. of Beaumont, California, as the lowest responsive, responsible bidder in the amount of \$1,808,225, which equals the Total Base Bid Amount plus Alternate No. 2. Funding for this project will be allocated from the GO Bond.

**27. Resolution Nos. 16-1207B and 16-1207C Authorizing Specified Employees of the Cerritos Community College District to Approve Notices of Employment, Contracts, and Orders for Salary or Commercial Payments in the LACOE Financial System for the Period January 1, 2017 to December 31, 2017 (Office of Business Services)**

It is recommended that the Board of Trustees approve Resolution Nos. 16-1207B and 16-1207C authorizing specified employees of the Cerritos Community College District to approve notices of employment, contracts, and orders for salary or commercial payments in the LACOE financial System for the Period January 1, 2017 to December 31, 2017. No general funds will be used.

**28. Ratification of the Second 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 second amendment to the agreement with the California Department of Education for the California State Preschool Program for Fiscal Year 2016-2017. The District will receive funding in the amount of \$40.45 per child per day of full-time enrollment and a maximum reimbursable amount (MRA) of \$836,152; funding is made possible through the California Department of Education. No general funds will be used.

**29. Ratification of the Amendment to the Agreement with the California Department of Education for General Child Care and Development Programs 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 General Child Care and Development Programs for Fiscal Year 2016-2017. The District will receive funding in the amount of \$40.20 per child per day of full-time enrollment and a maximum reimbursable amount (MRA) of \$173,142; funding is made possible through the California Department of Education. No general funds will be used.

**30. Ratification of Agreement with UAW-Labor Employment and Training Corporation (UAW-LETC) for Information Technology Training and Certification (Office of Business Services)**

It is recommended that the Board of Trustees ratify the agreement with UAW-Labor Employment and Training Corporation (UAW-LETC) for Information Technology Training and Certification. Cerritos College will receive funding in the amount of \$471,100; funding is made possible through UAW-Labor Employment and Training Corporation's award through the U.S. Department of Labor ETA and the H-1B TechHire Partnership Grant.

**31. Contracts under \$25,000 for the Month of October 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 October 2016. Funding sources vary and are dependent upon the goods/services purchased.

**32. Purchase Orders for the Month of October 2016 (Office of Business Services)**

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

**33. Quarterly Fiscal Status Report for the Quarter Ending September 30, 2016 (Office of Business Services)**

It is recommended that the Board of Trustees approve the attached Quarterly Report (CCFS-311Q) for the quarter ending September 30, 2016. This quarterly report shows a snapshot-in-time financial status of the college. There is no fiscal impact.

**34. 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 ending balance of the Unrestricted General Fund.

**35. Ratification of General Fund, Special Reserve Funds, Restricted Funds, Financial Aid Fund, and Payroll Clearance Fund Warrants for the Quarter Ending September 30, 2016 (Office of Business Services)**

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 September 30, 2016. The items are budgeted in the General Fund.

**36. 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.

**37. 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.

**38. 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.

**39. Employment of Educational Manager (Office of Human Resources)**

\_\_\_\_\_, Dean of Student Services, Office of Student Activities, Management Salary Schedule Grade 42, Step 1 (\$11,694.00/month)

**40. Consideration of Approval of Employment of Full-Time, First-Year Contract (Probationary) (Office of Human Resources)**

\_\_\_\_\_, Instructor (American Sign Language), Column \_\_, Step \_\_, Faculty Salary Schedule (\$\_\_\_\_\_/annual), 10-School Month Contract, effective January 9, 2017

**41. Ratification of Temporary Management “Out-of-Classification” Assignment (Office of Human Resources)**

It is recommended that the Board of Trustees ratify a temporary management “out-of-classification” assignment for Yvette Tafoya, EOPS Assistant Director to perform additional responsibilities effective November 3, 2016, for a period not to exceed December 23, 2016

***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.

**42. Adjournment**

***The Next Business Meeting of the Board of Trustees is set for  
Wednesday, January 18, 2017 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 November 30, 2016 at 10:00 a.m., as required by law.

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Dr. Jose Fierro, President/Superintendent