

CERRITOS COMMUNITY COLLEGE DISTRICT
MINUTES OF THE MEETINGS OF THE BOARD OF TRUSTEES

JULY TO DECEMBER 2008

CERRITOS COMMUNITY COLLEGE DISTRICT

Minutes of Board of Trustees Meetings

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CERRITOS COMMUNITY COLLEGE DISTRICT
MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
JULY 16, 2008

- I. CALL TO ORDER The meeting was called to order at 6:00 p.m. by Mr. Arthur the Board President. Those present were:
- Mr. Bob Arthur Mr. Bob Epple
Ms. Carmen Avalos Dr. Bob Hughlett
Dr. Tina Cho Mr. Tom Jackson
Dr. Ted Edmiston Jason Macias, Student Trustee
- Others present were the President of the College, Vice President of Business Services, Vice President of Academic Affairs, Vice President of Student Services, Faculty Senate President and CSEA President.
- II. PLEDGE OF ALLEGIANCE The flag salute was led by Mr. Macias.
- III. APPROVAL OF MINUTES A. It was moved by Dr. Edmiston and seconded by Mr. Jackson to approve the minutes of the regular meeting of June 18, 2008. The vote for approval was unanimous.
- IV. INSTITUTIONAL PRESENTATIONS A. Amber Major was unable to attend the Board meeting due to a scheduling conflict.
Employee of the Month
- V. PUBLIC PRESENTATIONS Mr. Sandoval presented a certificate of appreciation to the college for its support of the Relay for Life event in Norwalk. He stated that the event raised funds for cancer awareness. Mr. Arthur thanked the organizers as well as local businesses who supported the event.
- Luis Martinez Several students and parents addressed concerns surrounding the Project HOPE program. They questioned the relocation of the offices for the program and asked that the program remain the same. Several individuals emphasized that students and parents of the program would like to be involved on the task force to institutionalize aspects of the program.
- Mirella Flores
Nora Moghadam
Esthefanie Giordano
Leticia Mata
Amy Sage
- Debra Moore Faculty members spoke regarding Agenda Item VII.B. They emphasized the importance of an inclusive hiring process that represents everyone on campus.
- Walter Fernández
Ted Stolze
- VI. CONSENT AGENDA It was moved by Dr. Edmiston and seconded by Mr. Epple to approve the consent agenda and addendum. The vote for approval was unanimous.
- A. Approved Board Member Compensation Increase, as attached.
- B. Accepted gifts with letters of thanks to the following:
- 2 transmission assemblies
 - Miscellaneous essential tools
- Donated by: Cindy Potestivo, Education Donations Coordinator
General Motors Corporation
GM Service Operations
30009 Van Dyke
Warren, MI 48090

- Miscellaneous essential tools
Donated by: Jim Locke
Snap On Industrial
2801 80th Street
Kenosha, WI 53141-1410
- 10 glucometers
Donated by: American Diabetes Association
5200 W. Century Bl, Suite 480
Los Angeles, CA 90045
- 10 glucometers
Donated by: Roche Diagnostics Corporation
9115 Haque Rd
Indianapolis, IN 46250-0547
- 16,200 pounds of miscellaneous steel
Donated by: Doug Banks, President
Banks Welding and Fabricators
8820 Aviation Blvd
Inglewood, CA 90301

- C. Approved New Course Offering, as attached.
- D. Approved Notice of Completion for Bid 0708-01, Learning Resource Center Carpet Replacement, as attached.
- E. Accepted Chancellor's Office Statewide Advisory Committee Coordination Renewal 2008-2009, as attached.
- F. Accepted 2008-2009 Perkins Funds (VTEA), as attached.
- G. Approved Perkins/VTEA Grant Honorarium, as attached.
- H. Approved to Pay Stipend to a Manager for Duties Not Related to Current Assignment, as attached.
- I. Approved Bid #0708-16, Aquatic Center Project (Re-Bid), as attached.
- J. Approved Bid #0708-15, Research & Development/Steam Clean Building Demolition, as attached.
- K. Approved Bid #0708-13, Custodial Products, as attached.
- L. Approved Resolution Declaring Intention to Lease Surplus Real Property, as attached.
- M. Approved Sale of Surplus and Obsolete Materials/Equipment, as attached.
- N. Approved Contracts as follows:

Agreements
RENEWAL

1. Community College League of California
Board Policy and Administrative Procedure Review
President's Office
To provide continuing services for Board Policy and Administrative Procedure Review. For period July 1, 2008 through June 30, 2009. Total cost shall not exceed \$10,000, for a total contract amount of \$45,000.

Medical
RENEWAL

2. Buena Park Nursing Center
Nursing Program
Health Occupations
To continue to provide clinical/practicum experiences for students enrolled in the Nursing program. For period October 30, 2008 through October 30, 2010. No cost to the District.
3. Catholic Healthcare West dba St. Bernardine Medical Center
Physical Therapist Assistant Program
Health Occupations
To continue to provide clinical/practicum experiences for students enrolled in the physical therapist assistant program. For period May 20, 2008 through May 20, 2009. No cost to the District.
4. Corona Del Mar Rehabilitation, Inc.
5. Laguna Beach Physical Therapy, Inc.
6. Magnolia Physical Therapy, Inc.
Physical Therapist Assistant Program
Health Occupations
To provide clinical/practicum experiences for students enrolled in the physical therapist assistant program. For period June 12, 2008 through June 12, 2010. No cost to the District.
7. HealthSouth Corporation
Physical Therapist Assistant Program
Health Occupations
To continue to provide clinical/practicum experiences for students enrolled in the physical therapist assistant program. For period July 17, 2008 through July 17, 2011. No cost to the District.
8. Los Robles Hospital & Medical Center
Physical Therapist Assistant Program
Health Occupations
To continue to provide clinical/practicum experiences for students enrolled in the physical therapist assistant program. For period July 16, 2008 through May 31, 2009. No cost to the District.

Services
AMENDMENT

9. Research & Planning Group (RP Group) operators of the Center for Student Success
Statewide VTEA Research & Accountability Committee
CITE
The Center for Student Success will help the college develop research-based information sheets on occupational education. This is part of the work of the Statewide VTEA Research and Accountability Committee for which Cerritos College serves as the fiscal agent. For period July 17, 2008 through June 30, 2009. Total cost will be \$100 per hour not to exceed \$12,000. All other terms of the agreement remain the same as previously approved on 7/18/07. Research and Accountability Committee grant funds will be used with no cost to the district.

RENEWAL

10. MonsterTRAK Corporation

Access to Information Regarding Entities via the Website
Career Services

For employers to post job listings that target students and alumni of Cerritos College. For period July 1, 2008 through June 30, 2012. MonsterTRAK will pay an amount of \$400.00 - \$1,300.00 per year.

11. Gerald Swanson, M.D.

Athletic Physicals

HPER

To continue to conduct athletic physicals for the sports programs on campus. For period July 1, 2008 through June 30, 2010. Dr. Swanson will receive \$50.00 per hour for his services. Funding will come from the physical education division budget.

Training

NEW

12. Exact Software

JobBOSS Software Training

CITE/Economic Development

To provide an 8-day JobBOSS software training in support of Boeing's Mentor-Protégé project. For period July 17, 2008 through June 30, 2010. Total cost will not exceed \$12,500.00 with funds being provided by a contract with Boeing.

Workshop

NEW

13. Robert A. Chechile

Personal Financial Planning & Budget Management

CITE/Community Education

To provide instruction for not-for-credit, fee-based classes on an as-needed basis in the subject area of personal financial planning and budget management. For period August 1, 2008 through July 30, 2010. Mr. Chechile will receive 30% of the total enrollment fees collected per class.

14. Puppy Love Preschool

Dog Training

CITE/Community Education

To provide instruction for not-for-credit, fee-based classes on an as-needed basis in the subject area of dog training. For period August 1, 2008 through July 30, 2010. Puppy Love Preschool will receive 30% of the total enrollment fees collected per class.

O. Approved and/or Ratified Resignation(s) Accepted by the President/Superintendent, as follows:

Anaya, Jose, Director of Economic Development (CITE), effective July 18, 2008

P. Approved Employment of Full-Time First-Year Contract (Probationary), Hourly, and/or Substitute Faculty Employee(s):

Added by addendum:

Booker, Anya C., Instructor (English), @ E-3 (\$60,824/annual), 10-School Month Contract, effective August 18, 2008

Q. Approved Employment of Temporary and/or Substitute Hourly Faculty Personnel, as needed for 2008-2009 Academic Year, as attached.

- R. Approved Employment of 2008 Summer Session Faculty Personnel, as attached.
- S. Approved and/or Ratified Employment of Classified, Short-Term, Substitute, and/or Student Hourly Personnel, as attached.

Added by addendum:

Account Technician II @28-2 (\$3,305.00 per month) effective July 17, 2008: Araceli Macias (Fiscal Services)

VII. ADMINISTRATIVE MATTERS

- A. It was moved by Dr. Hughlett and seconded by Mr. Jackson to accept the resignation from Dr. Noelia Vela, President/Superintendent, effective July 20, 2008. The vote for approval was unanimous.

- B. Mr. Arthur opened discussion regarding Item B:

Review and/or Consideration of Process Regarding President/Superintendent Vacancy:

1. Review Board Policy 2432: President/Superintendent Succession
2. Discussion/Consideration of Acting President/Superintendent Appointment Process
3. Discussion/Consideration of Interim President/Superintendent Appointment Process

After reviewing Board Policy 2432, Mr. Epple motioned to appoint Bill Farmer, Vice President of Academic Affairs, as Acting President immediately following Dr. Vela's resignation. Mr. Jackson seconded the motion and the vote for approval was unanimous.

Dr. Hughlett distributed a document that he created proposing the Interim President/Superintendent appointment process. There was much discussion regarding the proposal. Ms. Avalos stated that she felt that the Interim President should be someone completely new to the campus. She made a motion that the committee limit the search for Interim President to external candidates only. Mr. Epple seconded the motion. The vote was 2-5-0; the motion was defeated. Ms. Avalos then motioned that the committee open the search to all interested individuals regardless of whether or not they are current or recent employees. The vote for approval was unanimous.

Ms. Avalos stated that there should be more student involvement than what was proposed by Dr. Hughlett. She further stated that she did not feel prepared to make a decision based on the document that was provided at the table. She felt that some of the Board members are not ready to make a decision. Ms. Avalos then made the motion to continue the discussion at the next Board meeting where all Board members are present. The vote for approval was 5-2-0; Mr. Arthur and Dr. Hughlett voted no.

VIII. REPORTS

- A. Board of Trustees
Dr. Cho stated that she attended the graduation for Northwood University and added that it was a great event.

Dr. Hughlett indicated that he will be on vacation through most of August.

Ms. Avalos asked for an update on the Project HOPE program and

also asked for additional information regarding the relocation of the Project HOPE program. Mr. Farmer indicated that per Board direction, the task force is being assembled and will include representatives from the program to identify critical elements of Project HOPE for institutionalization.

B. Faculty and Staff Leadership

Dr. Reece stated that he was discouraged that the Board delayed the selection process and added that he thought it was irresponsible. He stated that Faculty Senate recommended a proposal about the process over a month ago and is ready to move forward.

Ms. Laughon stated that she agreed with Dr. Reece. She stated that the campus is ready to move forward. She also thanked Dr. Vela for her service to the college as well as initiating the classification and compensation study.

C. President/Superintendent and Vice Presidents

Dr. Vela thanked the Board, faculty and staff for the opportunity to serve the students and the community at the college. She stated that she believes Mr. Farmer will serve the students and this community well.

Ms. Higdon thanked the Board for approving the Aquatic Center Bid and added that they received an excellent response to the bid.

IX. CLOSED SESSION

The Board adjourned to closed session at 7:13 p.m.

X. RECONVENE

The Board reconvened at 7:25 p.m.

Read Out

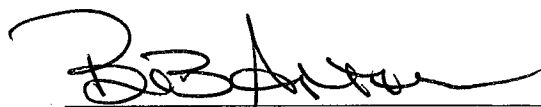
Mr. Arthur stated that in closed session the Board of Trustees approved the appointment of and contract for employment of John J. McGinnis as Interim Dean of the Library and Learning Resource Center dated July 16, 2008, to be effective July 21, 2008 and such employment will be on a temporary as needed basis for a period not to exceed December 23, 2008. The vote for approval was unanimous.

XI. ADJOURNMENT

The meeting was adjourned at 7:26 p.m.

XII. NEXT REGULAR MEETING

The next regular meeting of the Board of Trustees is scheduled for Wednesday, August 6, 2008 at 6:00 p.m.



Bob Arthur, President



Dr. Bob Hughlett, Secretary

CERRITOS COLLEGE

TO: Board of Trustees
FROM: Dr. Noelia Vela, President
DATE: July 16, 2008
SUBJECT: Consideration of Approval of Board Member Compensation Increase

RECOMMENDATION

It is recommended that the Board of Trustees approve a 5% increase of the compensation of individual Board Members effective July 17, 2008 based on the present \$463.05 monthly rate of compensation.

OVERVIEW

Education Code section 35120(e) authorizes the Governing Board, on an annual basis, to increase the compensation of individual Board Members in an amount not to exceed 5% based on the present monthly rate of compensation. Any increase shall be effective upon approval by the Governing Board. The Board may consider additional annual increases of 5% on each anniversary date thereafter.

ANALYSIS

In December 2006, the Board authorized a 5% compensation increase which amounted to a monthly compensation of \$463.05. The fiscal impact of a positive vote will result in a 5% increase to the annual compensation of individual Board members ($\$463.05 \times .05 = \23.15 ; $\$463.05 + \$23.15 = \$486.20$ total monthly compensation).

FINANCIAL IMPLICATIONS

The annual cost of the increase is \$2,222.40 which will come from the General Fund.

BUSINESS EDUCATION

BCOT 118

Microsoft Access for Office Technology

1.5 Units

Class hours: 1.5 lecture/1 lab

Prerequisite: None

Corequisite: None

Recommendation: Concurrent enrollment in BCOT 3T

This course introduces the student to Microsoft Access software applications for administrative assistants and office technology. This course prepares the student for Level 1 Microsoft Certified Application Specialist (MCAS) certification for Microsoft Access. This course may be taken a maximum of 2 times.

CERRITOS COLLEGE

TO: Board of Trustees
FROM: Dr. Noeija Vela, President *Noeija Vela*
PREPARED BY: Mr. William C. Farmer, Jr., Vice President of Academic Affairs *WCF*
DATE: July 16, 2008
SUBJECT: Consideration of Approval of Stipends for Faculty Participating in the Basic Skills Grant Projects for 2007-2008

RECOMMENDATION

It is recommended that the Board of Trustees approve payments for the named employees for their participation in the Basic Skills/Developmental Education mini-grant projects for academic year, 2007-08.

OVERVIEW

The Basic Skills project awarded nine mini-grants approved for implementation during academic year 2007-08. The purpose of the various projects was to improve student success in developmental education courses by preparing faculty to assist students in becoming integrative/interdisciplinary thinkers.

ANALYSIS

During the 2007-08 academic year, faculty participated in a variety of projects where they learned how to identify students' interdisciplinary thinking through the examination of academic work. Projects included development of a research paper pathway to increase student learning, creating teams of mentors to collaborate with part-time faculty assigned to teach basic skills writing pre-transfer courses, teacher training for specialized populations of students with special needs, development of a phonetic-analysis based course in reading, and faculty development focused on the Learning Communities Program.

FINANCIAL IMPLICATIONS

SB 1131 funds will be utilized for this expenditure. No district general funds will be used. The following faculty members are to receive stipends as follows:

Lydia Alvarez	\$1500
Danielle Campos	\$ 500
Steve Clifford	\$ 200
Geraldine Codd	\$1500
Stephanie Cole	\$ 200
Ja'Net Daniels	\$ 500
Ja'Net Daniels	\$ 200
Kimberly Duff	\$1000
Lorraine Gersitz	\$1000

Carrie Gleckner-Edwards	\$ 260
Bernadette Haney	\$ 500
Bernadette Haney	\$ 200
Bonnie Helberg	\$1500
Amy Holzgang	\$2000
John Hsiao	\$ 500
Lance Kayser	\$1500
Diane Keenan	\$1000
Alison Lee	\$ 500
Niki Lovejoy	\$ 500
Suzanne Martinez	\$ 500
Mark Milinich	\$ 500
Frank Mixson	\$ 200
Deborah Moore	\$1000
Joana Mootz-Gonzales	\$ 200
Susan Oliver	\$1000
Bryan Ouchi	\$1000
Philip Persaud	\$ 500
Francie Quaas-Berryman	\$1000
Philip Rodriguez	\$ 200
Kimberly Rosenfeld	\$1000
Kent Stevenson	\$ 500
Donna Wedell	\$1400

WCF/jag

CERRITOS COLLEGE

TO: Board of Trustees -
FROM: Dr. Noelia Vela, President
REVIEWED BY: William Farmer, Jr., Vice President /Assistant Superintendent WCF
PREPARED BY: Nick Kremer, Executive Dean Community, Industry and Technology Education
DATE: July 16, 2008
SUBJECT: Consideration of Acceptance of Chancellor's Office Statewide Advisory Committee Coordination Renewal 2008-2009

RECOMMENDATION

It is recommended that the Board of Trustees approve Cerritos College as the 2008-2009 fiscal and administrative agent for the State chancellor's Office Research and Accountability Committee for a total of \$38,000.

OVERVIEW

Cerritos College has received a renewal from the Chancellor's Office to be the 2008-2009 fiscal and administrative agent for The Research and Accountability Advisory Committee. The Committee will advise the State Chancellor's Office on accountability issues in the vocational education system.

ANALYSIS

Cerritos College will be responsible for operating the committee. This includes organizing the meetings as well as preparing the required minutes and reports for the committee. The committee will have a minimum of four meetings and will be required to submit meeting minutes, recommendations, and reports specified in the work plan. The college will receive \$38,000. The funds will be used to pay for Cerritos College staff time, meeting expenses, committee consultants, and the travel costs of committee members who will come from colleges and businesses around the state. Funding will come from the Carl Perkins Career and Technical Education Act of 2006.

FINANCIAL IMPLICATIONS

The college will receive \$38,000 to support the work of this statewide committee. No general funds will be used.

CERRITOS COLLEGE

TO: Board of Trustees
FROM: Dr. Noelia Vela, President
REVIEWED BY: William Farmer, Jr., Vice President /Assistant Superintendent *WCF*
PREPARED BY: Nick Kremer, Executive Dean Community, Industry and Technology Education
DATE: July 16, 2008
SUBJECT: **Consideration of Acceptance of 2008-2009 Perkins Funds (VTEA)**

RECOMMENDATION

It is recommended that the Board of Trustees approve the acceptance of the 2006-2007 Title I, Part C tentative allocation under the Carl Perkins Career and Technical Education Act of 2006 (VTEA) in the amount of \$1,011,074.

OVERVIEW

Cerritos College is a recipient of Title I, Part C, Section 132 funds under the Carl Perkins Career and Technical Education Act of 2006.

ANALYSIS

The purpose of the Perkins Act (VTEA) is to develop more fully the academic, vocational, and technical skills of postsecondary students who elect to enroll in vocational and technical education programs by:

- increasing the integration of academic and vocational instruction
- providing staff development opportunities to keep faculty up to date
- providing supplementary services that support the success of vocational students
- enabling the purchase of up to date equipment for vocational programs

FINANCIAL IMPLICATIONS

The college will receive \$1,011,074 to be used for vocational program improvement purposes as outlined above in the analysis section.

CERRITOS COLLEGE

TO: Board of Trustees
FROM: Dr. Noelia Vela, President
REVIEWED BY: William Farmer, Jr., Vice President /Assistant Superintendent WCF
PREPARED BY: Nick Kremer, Executive Dean Community, Industry and Technology Education
DATE: July 16, 2008
SUBJECT: Consideration of Approval of Perkins/ VTEA Grant Honorarium

RECOMMENDATION

It is recommended that the Board of Trustees approve honorariums for the guest speakers listed below.

OVERVIEW

Under the Carl D. Perkins Vocational and Technical Act of 2006, Perkins funds (VTEA) will be utilized to develop new occupational classes and programs in order to improve and promote vocational and technical educational programs, services, and activities.

ANALYSIS

As part of the effort to grow the film production program, the Fine Arts Division has been awarded special funding from the Perkins (VTEA) program to hold a series of workshops conducted by industry experts during the 2008-09 academic year. These individuals represent all aspects of the industry and include prominent members of the industry. Some of the workshops will be held at the college and some at studio sites. These will be scheduled on an "as needed" basis.

Lyndon Barrois
Animation Director

Honorarium: \$250 per lecture
\$500 per workshop

Kat Dillon
Head of Production

Honorarium: \$250 per lecture
\$500 per workshop

Patrick Flynn
Audio Post Production

Honorarium: \$250 per lecture
\$500 per workshop

Kurt Gauger
Prop Master/Art Director

Honorarium: \$250 per lecture
\$500 per workshop

Pam Gilles
Casting Director

Honorarium: \$250 per lecture
\$500 per workshop

Barry Ratcliffe
Actor/Writer-Producer

Honorarium: \$250 per lecture
\$500 per workshop

Scott Ross
Digital Pioneer

Honorarium: \$250 per lecture
\$500 per workshop

Michael Stanton
Actor/Writer-Producer

Honorarium: \$250 per lecture
\$500 per workshop

Chris Tashima
Director

Honorarium: \$250 per lecture
\$500 per workshop

David Wollock
Television Writer

Honorarium: \$250 per lecture
\$500 per workshop

FINANCIAL IMPLICATIONS

VTEA funds will be utilized for this expenditure. No district general funds will be used.

CERRITOS COLLEGE

TO: Board of Trustees
FROM: Dr. Noelia Vela, President *Noelia Vela*
PREPARED BY: William C. Farmer Jr., Vice President of Academic Affairs **WCF**
DATE: July 16, 2008
SUBJECT: **Consideration of Approval to Pay Stipend to a Manager for Duties Not Related to Current Assignment**

RECOMMENDATION

It is recommended that the Board of Trustees approve payment of a stipend for Graciela Vasquez, Director of Adult Education and Diversity Programs, in the amount of \$900 a month (18 hours a month in addition to her regular assignment) for management of services and activities of Project HOPE. The recommendation is for an amount not to exceed \$10,800 and for a period of time not to exceed June 30, 2009.

OVERVIEW

At its June 18, 2008 meeting, the Board of Trustees approved a recommendation to extend the time until June 30, 2009 for using unexpended funds that the Board had previously approved for Project Hope. The recommended amount will provide for the coordination of services and activities for Project Hope students.

ANALYSIS

Board policy 7109.3 provides for extra pay for managers with non-faculty assignments that are "judged to be over and above 'related duties as assigned'." The activities of Project HOPE are not related to the duties in the job description of the Director of Adult Education/Diversity Programs. Thus, the work qualifies as a duty not related to Ms. Vasquez's current assignment and is therefore eligible for additional compensation. Board policy also specifies that compensation "will be based on the manager's computed hourly rate."

FINANCIAL IMPLICATIONS

The additional compensation for Ms. Vasquez will come from funds that were approved for expenditure on Project HOPE by the Board of Trustees at its June 18, 2008 meeting.

CERRITOS COLLEGE

TO: Board of Trustees
FROM: Dr. Noelia Vela, President
REVIEWED BY: Jo Ann Higdon, Vice President of Business Services
PREPARED BY: Jenney Ho, Director of Purchasing
DATE: July 16, 2008
SUBJECT: **Consideration of Approval of Bid #0708-16, Aquatic Center Project (Re-Bid)**

RECOMMENDATION

It is recommended that the Board of Trustees approve to award the bid #0708-16, (including alternate #1 preferred scoreboard) Aquatic Center Project (Re-Bid), to SMC Construction Co., as the overall responsive and responsible bidder. Board approval is contingent upon there being no bid protests during the applicable protest time period. Board approval is also contingent upon contractor providing acceptable insurance and bonding.

OVERVIEW

The Purchasing Department advertised the project on June 11 and June 18, 2008. The bid due date was on July 9, 2008.

ANALYSIS

On July 9, 2008, the Purchasing Department received thirteen (13) responses for Bid #0708-16, Aquatic Center Project (Re-Bid). The recommended award was predicated on the overall responsive and responsible bidder as stipulated in the bid.



FINANCIAL IMPLICATIONS

The amount of the responsive and responsible bid is \$5,036,000.00. Funding for this project will come from the GO Bond.

BID #0708-16, AQUATIC CENTER PROJECT (RE-BID)**BID RECAP**

CONTRACTORS	BASE BID	ALLOWANCE	1st TOTAL	Alt. #1 BID	TOTAL BID
SMC Construction Co.	4,848,000.00	150,000.00	4,998,000.00	38,000.00	5,036,000.00
Angeles Contractor, Inc.	4,891,000.00	150,000.00	5,041,000.00	52,000.00	5,093,000.00
Woodcliff Corp.	4,926,000.00	150,000.00	5,076,000.00	60,000.00	5,136,000.00
Harbor Construction Co.	4,940,000.00	150,000.00	5,090,000.00	50,000.00	5,140,000.00
DELMAC	5,100,000.00	150,000.00	5,250,000.00	70,000.00	5,320,000.00
United Contractors Co.	5,266,000.00	150,000.00	5,416,000.00	0.00	5,416,000.00
Earl Corporation	5,320,263.00	150,000.00	5,470,263.00	48,400.00	5,518,663.00
ICON West, Inc.	5,420,000.00	150,000.00	5,570,000.00	52,000.00	5,622,000.00
EMAE International Inc.	5,521,200.00	150,000.00	5,671,200.00	45,000.00	5,716,200.00
Kemp Bros.	5,597,000.00	150,000.00	5,747,000.00	48,000.00	5,795,000.00
CTP Construction Inc.	5,912,000.00	150,000.00	6,062,000.00	48,400.00	6,110,400.00
Morillo Construction	5,892,000.00	150,000.00	6,042,000.00	131,000.00	6,173,000.00
Minco Construction	6,627,000.00	150,000.00	6,777,000.00	40,000.00	6,817,000.00

CERRITOS COLLEGE

TO: Board of Trustees
FROM: Dr. Noelia Vela, President 
REVIEWED BY: Jo Ann Higdon, Vice President of Business Services 
PREPARED BY: Jenney Ho, Director of Purchasing
DATE: July 16, 2008
SUBJECT: **Consideration of Approval of Bid #0708-15, Research & Development/Steam Clean Building Demolition**

RECOMMENDATION

It is recommended that the Board of Trustees approve to award the bid #0708-15, Research & Development/Steam Clean Building Demolition to Nu Age Development, Inc. as the lowest overall responsive and responsible bidder. Board approval is contingent upon there being no bid protests during the applicable protest time period. Board approval is also contingent upon contractor providing acceptable insurance and bonding.

OVERVIEW

The Purchasing Department advertised the project on May 9 & 16, 2008. The bid due date was on June 11, 2008.

ANALYSIS

On June 11, 2008, two bids were received and as follows:

Nu Age Development - \$104,000
DLE Construction - \$165,535

The recommended award was predicated on the lowest overall responsive and responsible bidder as stipulated in the bid.

FINANCIAL IMPLICATIONS

The amount of the lowest responsive and responsible bid is \$104,000. Funding for this project will come from the GO Bond.

CERRITOS COLLEGE

TO: Board of Trustees
FROM: Dr. Noelia Vela, President
REVIEWED BY: Jo Ann Higdon, Vice President of Business Services
PREPARED BY: Jenney Ho, Director of Purchasing
DATE: July 16, 2008
SUBJECT: Consideration of Approval of Bid #0708-13, Custodial Products

RECOMMENDATION

It is recommended that the Board of Trustees approve to award the bid #0708-13, Custodial Products, to Waxie Sanitary Supply as the lowest overall responsive and responsible bidder. Board approval is contingent upon there being no bid protests during the applicable protest time period.

OVERVIEW

The Purchasing Department advertised the project on April 14 & 21, 2008. The bid due date was on May 15, 2008.

ANALYSIS

On May 15, 2008, three bids were received as follows:

Waxie – \$125,824.00

Gorm - \$126,307.50

Unisource – No Bid

The recommended award was predicated on the lowest overall responsive and responsible bidder as stipulated in the bid.

FINANCIAL IMPLICATIONS

The amount of the lowest responsive and responsible bid is \$125,824. Funding for this project will come from the Facilities Department.

RESOLUTION NO. 08- 07

**RESOLUTION OF THE BOARD OF TRUSTEES OF THE
CERRITOS COMMUNITY COLLEGE DISTRICT DECLARING ITS INTENT
TO LEASE SURPLUS REAL PROPERTY**

WHEREAS, the Cerritos Community College District (the "District") is the owner of certain real property, commonly known as the Cerritos College, located at 11110 Alondra Boulevard, in the City of Norwalk, County of Los Angeles, State of California (the "College"); and

WHEREAS, the approximately five-hundred (500) square feet of property located adjacent to the stadium field home bleachers at the College as more particularly described on Exhibit "A" attached hereto (the "Property"), is not needed by the District for school classroom buildings; and

WHEREAS, this Board desires to consider proposals for the lease of the Property to be used exclusively for mobile/wireless communications services; and

WHEREAS, the successful bidder shall submit a proposal to include the Property subject to lease pursuant to the provisions of Education Code Sections 81360 through 81376; and

WHEREAS, Education Code section 81372 authorizes the Board to delegate to an officer or employee of the District the authority to open, examine and declare the sealed proposals and to call for oral bids as required by Education Code section 81370 and 81371, respectively.

NOW, THEREFORE, the Board of Trustees hereby resolves:

1. That this Board hereby determines that the Property is not and will not be needed by the District for school classroom buildings at the time of delivery of possession.

2. That the Board declares its intention to receive and consider proposals for the lease of the Property in accordance with the provisions of Education Code Section 81360 et seq., together with required non-exclusive easements.
3. The initial term for the Communications Site Lease Agreement (the "Agreement") shall be for five (5) years. Upon the Board's approval, the initial term of the Agreement may be extended for four (4) additional consecutive terms of three (3) years each.
4. The successful bidder shall use the Property exclusively for the purpose of constructing, maintaining, securing and operating mobile/wireless communications services, consistent with the terms of the Agreement for the Property.
5. The successful bidder shall submit with its bid a certified or cashier's check made payable to the District in the amount of Five Thousand Dollars (\$5,000.00) as bid security for entering into the Agreement. The deposit of the successful bidder will be retained by the District and applied toward the initial rental payments due under the terms of the Agreement.
6. The initial minimum annual written bid for the Property shall be Twenty-Four Thousand Dollars (\$24,000). On each anniversary of the Lease, the rental amount shall be increased by an amount not less than three percent (3%) nor more than six and one-half percent (6.5%) of the rent for the previous year, as more particularly described in the Agreement.
7. Bid proposal forms along with the proposed Agreement may be obtained from the Purchasing Department of the Cerritos Community College District, located at 11110 Alondra Boulevard, Norwalk, California 90650-6298. The telephone number is (562) 860-2451, ext. 2243.

8. Bid proposals for the lease of the Property shall be sealed and submitted to the Purchasing Department of the Cerritos Community College District, 11110 Alondra Boulevard, Norwalk, California 90650, on or before the hour of 2:00 p.m. on Thursday, August 14, 2008.
9. The Board hereby authorizes the Director of Purchasing, or her designee, to open, examine, and declare the sealed bid proposals and thereafter to call for oral bids.
10. At the time set for the receipt of bid proposals, the sealed bid proposals shall be opened, examined and declared. Oral bids will then be called for. If, upon the call for oral bidding, any responsible person's offer to enter into said Agreement, upon the terms and conditions specified and for a price exceeding by at least five percent (5%) the highest written bid proposal for the lease of the Property, then the oral bid, which is the highest shall be finally accepted. Final acceptance shall not be made however until the oral bid is reduced to writing and signed by the offeror and a certified or cashier's check made payable to the District in the amount of Five Thousand Dollars (\$5,000.00) as bid security is submitted.
11. The final acceptance of the highest responsible bid proposal, either written or oral, will be made at the September 3, 2008 Board of Trustees meeting or at any adjourned session of the same meeting held within ten (10) days next following. The Board may select the highest bid of any of the bids or, if it deems such action to be for the best public interest, it may reject any and all written or oral bids.
12. The District will not pay commissions on the Property subject to the Agreement.
13. The President/Superintendent of this District or her designee is hereby authorized and directed to give notice of the Board's intent to lease the Property

by posting copies of this Resolution signed by the Board or a majority of it, in three (3) public places in District not less than fifteen (15) days before the date of the meeting in which sealed proposals to lease the Property will be received and considered, and by publication of a Notice of Intent to Lease Property not less than once a week for three (3) successive weeks before the date of the meeting in a newspaper of general circulation published in the District or in Los Angeles County and having a general circulation in the County.

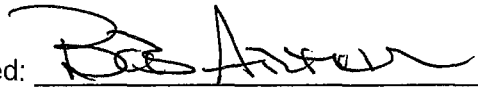
PASSED AND ADOPTED, by the Board of Trustees of the Cerritos Community College District, Los Angeles County, State of California, on July 16, 2008.

AYES:

NOES:

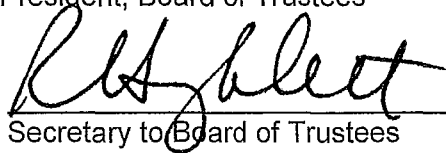
ABSENT:

Signed:



President, Board of Trustees

Attest:



Secretary to Board of Trustees

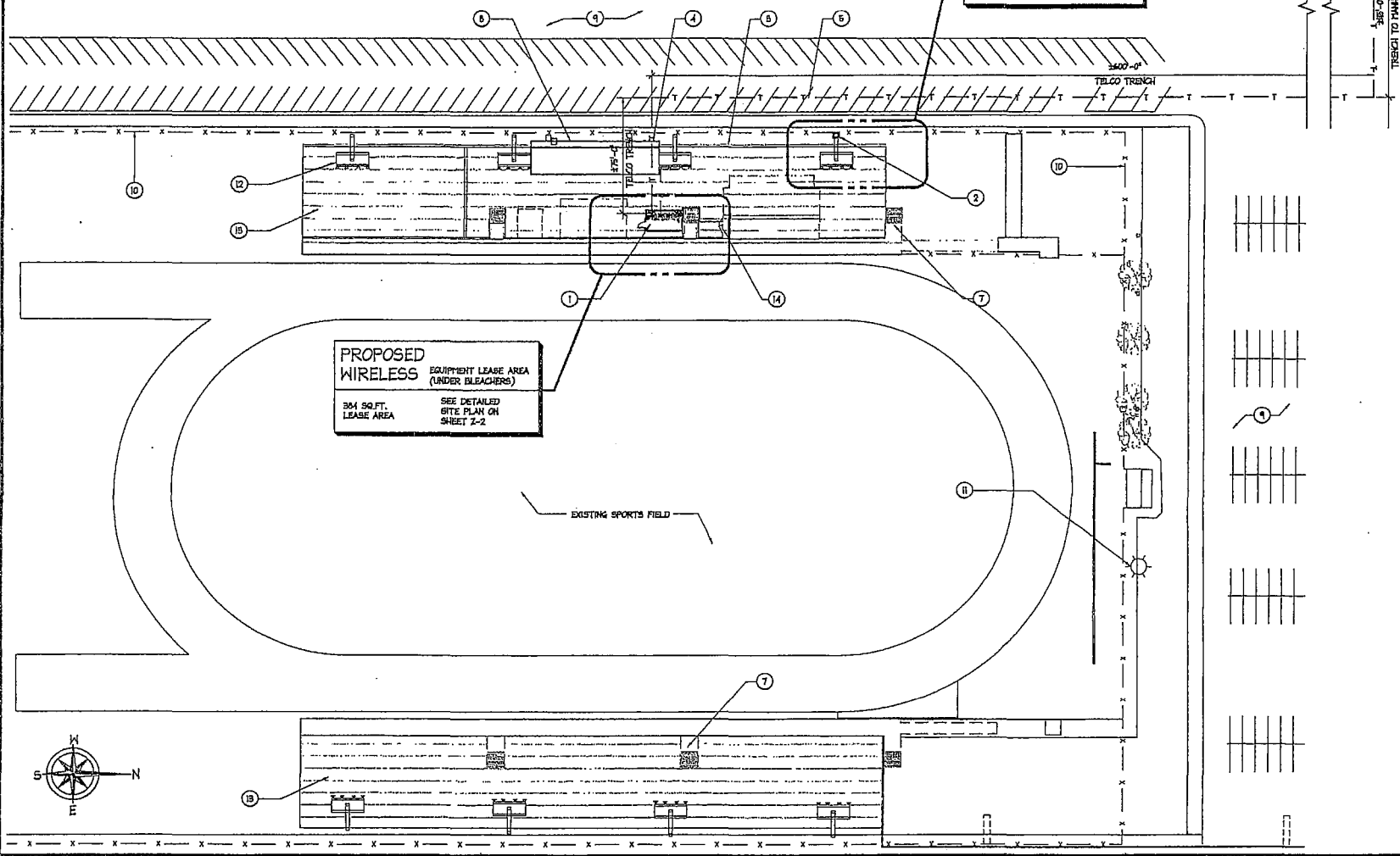
EXHIBIT "A"

SITE MAP OF PROPERTY

EXHIBIT "A" - SITE MAP OF PROPERTY

NOTES:

- ① PROPOSED WIRELESS 16'-0" X 24'-0" (8#4 SQ.FT.) EQUIPMENT LEASE AREA UNDERNEATH BLEACHERS.
- ② PROPOSED WIRELESS PANEL ANTENNAS (STACKED), (2) ANTENNAS PER SECTOR, (3) SECTORS, (6) ANTENNAS TOTAL WITHIN AN RF TRANSPARENT SCREEN MOUNTED ON EXISTING COLUMN.
- ③ PROPOSED WIRELESS COAX CABLES, RUN UNDERNEATH EXISTING STADIUM.
- ④ PROPOSED WIRELESS GPS ANTENNAS MOUNTED TO PRESS BOX.
- ⑤ PROPOSED WIRELESS TELCO TRENCH (APPROX. 745 FT) FROM (E) MANHOLE #27550 ON ALONDRA STREET TO WIRELESS EQUIPMENT LEASE AREA.
- ⑥ EXISTING CONCESSION STANDS UNDER BLEACHERS (TYPICAL AT 4 LOCATIONS).
- ⑦ EXISTING CONCRETE RAMP AND STAIRS.
- ⑧ EXISTING PRESS BOX.
- ⑨ EXISTING PARKING.
- ⑩ EXISTING C.L. FENCE.
- ⑪ EXISTING LIGHT/UTILITY POLE.
- ⑫ EXISTING STADIUM LIGHTING TOWERS.
- ⑬ EXISTING BLEACHERS.
- ⑭ EXISTING ELECTRICAL ROOM LOCATED UNDER STADIUM BEHIND CONCESSION STAND AND PROPOSED LOCATION FOR WIRELESS POWER.
- ⑮ EXISTING MANHOLE #27550 ON ALONDRA STREET AND PROPOSED WIRELESS TELCO P.O.C.



PROPOSED WIRELESS
ANTENNA LOCATION SEE ANTENNA LAYOUT PLAN ON SHEET Z-2

PROPOSED WIRELESS
EQUIPMENT LEASE AREA (UNDER BLEACHERS)
204 SQ.FT. LEASE AREA SEE DETAILED SITE PLAN ON SHEET Z-2

REV.	DATE/DTY	REVISION DESCRIPTION
0	4/20/06 JH	ISSUED FOR ZONING SUBMITTAL
1	4/27/06 JH	CLIENT REDLINES
2	05/10/06 FRF	CLIENT REDLINES

ENGINEER/CONSULTANT:

SITE BUILDER:

ME DEVELOPMENT

ADD ARCHITECTS - INC.
2670 ENTERPRISE WAY #600
LAKE FOREST, CA 92630
PHONE (949) 716-9940
FAX (949) 297-4700

APPROVALS:

APPROVED BY:	INITIALS:	DATE:
LANDLORD:		
LEASING:		
ZONING:		
R.F.:		
E.P.:		
C.P.M.:		

SITE INFO:
SITE NAME:
CERRITOS COLLEGE
SITE ADDRESS:
1110 ALONDRA BLVD.
NORWALK, CA 90650

SHEET TITLE:
SITE PLAN

DRAWING INFO:

DWG. NAME	DRAWN BY	DATE
ZI	JH	4-20-06

SHEET NUMBER:
4 OF 7 Z-1

SITE PLAN

SCALE: 1" = 50'-0"

CERRITOS COLLEGE SURPLUS PROPERTY AND/OR OBSOLETE MATERIALS// VI.M

ITEM	QTY	DESCRIPTION	CC NUMBER	SERIAL NUMBER
1	1 EACH	TELEVISION		KV-27542
2	1 EACH	VCR		HS-U51
3	1 EACH	CART		BBUL44
4	1 EACH	TRIPOD CASE		11899
5	1 EACH	PANASONIC VHS PLAYER	24845	D6SA22670
6	1 EACH	QUASAR VHS PLAYER		E1IA83853
7	1 EACH	NEC PROJECTOR	FED00745	
8	1 EACH	QUASAR VHS PLAYER		E1IA83815
9	1 EACH	QUASAR VHS PLAYER		E1IA83815
10	1 EACH	PA 1 SOUND MONSTER MDL. 100 &		
		PA 1 SPEAKER	47963	
11	1 EACH	VHS CAMCORDER	17034	F8HD03122
12	3 EACH	CASSETTE RECORDER	36436, 32229, 35473	00076234, 00005443, 00028106
13	1 EACH	BOGEN CAMCORDER TRIPOD	14543	
14	1 EACH	CASSETTE RECORDER	28916	25403666
15	1 EACH	PANASONIC VHS-33 CAMCORDER	14351	F7HD02086
16	1 EACH	LCD PROJECTOR IMPRESSION 970	24889	1151
17	1 EACH	LCD PROJECTOR IMPRESSION 970	24924	1892
18	1 EACH	ALTEC TRAPLIFIA	34706	
19	1 EACH	QUARLET CART	23641	
20	1 EACH	CART		
21	1 EACH	DUKANE PROJECTOR	46042	101541
22	1 EACH	SHARP CASSETTE PLAYER	40673	A00803121
23	1 EACH	DUKANE PROJECTOR	35282	580407
24	1 EACH	SHARP TAPE RECORDER	35509	50463505
25	1 EACH	VIEW FRAMES SPECTRA	18460	70242
26	1 EACH	LUXOR CART		
27	1 EACH	CASSETTE RECORDER	28916	25403666
28	1 EACH	INFOCUS LCD PROJECTOR	18459	903062
29	1 EACH	DUKANE PROJECTOR	40341	844170
30	1 EACH	WILSON CO CART		
31	1 EACH	WILSON CO CART		
32	1 EACH	TELEX 510 HEADPHONES		
33	2 EACH	TELEX HEADPHONES		
34	1 EACH	DAVID CLARK CO. HEADPHONES	6183	
35	9 EACH	TELEX HEADPHONES	20249	
36	1 EACH	PROTON COLOR TV MONITOR	17004	V29019541
37	1 EACH	VIDEO CASSETTE PLAYER VPC25	17247	18558
38	1 EACH	CART	6883	
39	1 EACH	MITSUBISHI TV RECIEVER CS-26301	26301	201
40	1 EACH	PROTON COLOR TV MONITOR	17003	VT29019459
41	1 EACH	CART		
42	1 EACH	PROTON COLOR TV MONITOR	17003	VT29019459
43	7 EACH	CART	14780, 21338, 21342	
44	1 EACH	PROTON COLOR TV MONITOR	14358	P62511123
45	1 EACH	PROTON COLOR TV MONITOR	14366	
46	1 EACH	CART		
47	1 EACH	VIDEO CASSETTE	14070	21770
48	1 EACH	CART	18025	
49	1 EACH	HUSKY TV TRIPOD		
50	5 EACH	DUKANE PROJECTOR	20351, 36996, 40340, 17243, 40338	1800371, 835955, 844252, 1543498, 844175
51	1 EACH	CART		
52	1 EACH	MAG COMPUTER	23403	MI33G5158729

CERRITOS COLLEGE SURPLUS PROPERTY AND/OR OBSOLETE MATERIALS/EQUIPMENT

ITEM	QTY	DESCRIPTION	CC NUMBER	SERIAL NUMBER
53	1 EACH	APPLE DESK TOP MOUSE		MB8007543T18
54	1 EACH	SONY VIDEO CASSETTE PLAYER		
55	1 EACH	BELL & HOWELL MP-85 16MM FILM PRJTR		
56	1 EACH	SHARP CASSETTE RECORDER CK489	47938	
57	1 EACH	WIRELESS RECEIVER LIGHT SPEED	22471	2016C52071
58	11 EACH	SHELF HOLDER		
59	1 EACH	CREATIVE CS46 SPEAKERS		
60	1 EACH	SONY DXC-327A	21310	12814
61	1 EACH	SONY CCU M3	14155	14780
62	1 EACH	SONY CMA-8	14049	22340
63	1 EACH	VICON 76000-PT	20324	21322
64	1 EACH	VICON V7100	21236	20093
65	1 EACH	VICON V7700R	21278	23327
66	1 EACH	VARIOUS CAMERA CABLES		
67	1 EACH	COMPUTER MONITOR	40463	206121835
68	1 EACH	COMPUTER MONITOR		210101412
69	32 EACH	MONITOR	35005, 23277, 28003, 28849, 28838, 28839, 28847, 35032, 27014, 28433	10U004800767, MH81HA002507 10U004800111, 23K014200694 DM95100468, 23T015001685, JV82302258 TB2944022799, EX94003016, EX02100847 EX94506571, EX94002602, EX94503115 EX94003015, EX94504924, EX94504925 EX94503119, 10U010902303, 0215LR2478 0215LR2163, 0215LR2471
70	1 EACH	BOX OF MISC OFFICE EQUIPMENT/PARTS		
71	1 EACH	BOX OF MISC COMPUTER EQUIPMENT		
72	1 EACH	ELECTRICAL BOX		
73	1 EACH	CIRCUIT BOARD		
74	3 EACH	PRINTER	26655, 26657, 24356	
75	1 EACH	COMPUTER		FED00300
76	1 EACH	COMPUTER CENTER		
77	1 EACH	COMPUTER CABINET CENTER		
78	1 EACH	VCR		D65A10501
79	1 EACH	ROBOT		
80	1 EACH	GIANT TRANSFORMER		
81	1 EACH	SIGNAL GENERATOR	16132	
82	1 EACH	COMPUTER	31086	
83	1 EACH	MONITOR		
84	1 EACH	PRINTER	26656	
85	1 EACH	ELECTRONIC GIZMO		
86	1 EACH	SOLAR CELLS		
87	1 EACH	IMAC COMPUTER	29800	XA0021B5HZ9
88	7 EACH	MONITOR	29595, 28848, 28846, 28837, 28835, 28845	
89	1 EACH	PLOTTER	22694	
90	1 EACH	MONITOR	30691	
91	1 EACH	MONITOR	30688	
92	1 EACH	COMPUTER	24459	
93	1 EACH	COMPUTER	29510	
94	23 EACH	MONITOR	29996, 30007, 35027, 29998, 35050, 30779, 31206, 31888, 23206, 29487	DL01001455, DL01001445, DL01001974 DL01002042, DL01001452, DL01001732 DL01002088, DL01001542, DL01001553, DM94300555, DL01001456, DM94801333 31E024815713, 31E024815712

CERRITOS COLLEGE SURPLUS PROPERTY AND/OR OBSOLETE MATERIALS/EQUIPMENT

ITEM	QTY	DESCRIPTION	CC NUMBER	SERIAL NUMBER
				DM95100594, MH4364010981
				CND6260629, DL01001985
95	1 EACH	COMPUTER	272	GO100060104-060
96	4 EACH	MONITOR		365-1406-01, 31E024815952
				HD50H3013528, DM94302491
97	3 EACH	PRINTER	25119, 18492	USHB511682, USQN477039
98	1 EACH	TYPEWRITER		U53080MOD104175
99	1 EACH	HP PRINTER P1100		MX0ZA1C021
100	1 EACH	HP SCANJET 7400C	30683	TN138A0688
101	50 EACH	CHILDREN'S CHAIRS		
102	1 EACH	APPLE MULT-SCAN 14 DISC	24374	ZC54425X80
103	1 EACH	POWER MAC 7100/80AV	24173	FC524AHE44K
104	1 EACH	HANSOL MONITORS		A974401739
105	1 EACH	POWER MAC G3	29711	X49291EAGSM
106	1 EACH	POWER MAC 7100/80AV	22396	EC6A82P53FX
107	1 EACH	SYS TOWER	23116	S14950
108	1 EACH	VIEW SONIC EG55	31426	EX02400934
109	1 EACH	TOSHIBA T4700LS	21071	3426345
110	1 EACH	GST PENTIUM II	29665	G99012047
111	1 EACH	GST PENTIUM II	30523	G0100060604-000
112	1 EACH	VIEW SONIC E55		11Q023200753
113	1 EACH	APPLE MULT-SCAN 14 DISC	21273	S14350R31XX
114	1 EACH	MAG X5500T		HD80JG016373
115	8 EACH	G3 APPLE TOWER	27465, 29718, 29716, 29713, 29712, 29719	SG9030DTGQT, XA93001WGSM
			29715, 29717	XA9291E3GSM, XA9291DRGSM
				XA9291DXGSM, XA93002MGSM
				XA9290YLGSM, XA9291DGGSM
116	1 EACH	APPLE POWER MAC 7100	21273	FC4350C81UX
117	1 EACH	COMPUTER TOWER		2408-Z2925-00-00-0419
118	1 EACH	CAVIAR TOWER 2850		WM3030905790
119	1 EACH	HD LASERJET 5SI	22404	USDDOU1048
120	1 EACH	APPLE SCAN 17 DISPLAY	24151	S15162111XX
121	1 EACH	EXTERNAL CD-R/RW		13312269
122	1 EACH	PANASONIC AUDIO TAPE DECK	21857	SV-370U99-H
123	1 EACH	PIONEER LASER DISC	23646	RC3964135KR
124	1 EACH	EPSON STYLUS PRINTER		A6RIC459306
125	1 EACH	ROLAND VS 1680		AL56657-M
126	1 EACH	VIEW SONIC 670F		23T015001696
127	3 EACH	VIEW SONIC GS771	35263	
128	3 EACH	MITSUBISHI 2070		210101425, 210101480, 21010504
129	7 EACH	APPLE 16" DISPLAY	35255, 35262, 35257, 35256, 35261, 35258	CY912A3FCUS, CY912A3GCVS
				CY912A3RCVS, CY912A3HCVS
				CY912A3LLVS, CY912A3NCVS
				CY912A3KCVS
130	1 EACH	MAG XS500T	29805	XA0021C12HZ9
131	1 EACH	MAG X5500T		HD8056016373
132	1 EACH	VIEW SONIC EG55	28306	EX07400813
133	1 EACH	VIEW SONIC G70F		2.35014E+11
134	1 EACH	ERGO METER		
135	1 EACH	RESNSS ANNE		
136	1 EACH	PANASONIC VIDEO CAMERA	14381	68B00496
137	1 EACH	VIDEO EFFECTS CONTROLLER		1810109
138	1 EACH	PANASONIC COLOR CAMERA		65B00353

CERRITOS COLLEGE SURPLUS PROPERTY AND/OR OBSOLETE MATERIALS/EQUIPMENT

ITEM	QTY	DESCRIPTION	CC NUMBER	SERIAL NUMBER
139	1 EACH	SMARTMODEM 2400	16950	A01031003627
140	1 EACH	IN FOCUS SYSTEM	1846	705154
141	1 EACH	PIONEER LASERDISC	18440	KH3910477
142	1 EACH	SONY LCD DATA PROJECTOR	22829	1002033
143	1 EACH	PANASONIC REMOTE CONTRAL UNIT		
144	1 EACH	MW MP3 PLAYER		P9C6033827627
145	1 EACH	SAMSUNG DVD PLAYER		61AK407883X
146	1 EACH	MICRO DESIGN	30648	2380316
147	1 EACH	EXFLYER 230MD	23634	270001-000015326
148	1 EACH	TOSHIBA DVD/CVR COMBO		AD15219245
149	1 EACH	JVC COLOR VIDEO MONITOR	46018	8707275
150	1 EACH	JVC MONITOR	7701	6003201
151	1 EACH	SIGMA 3D CABLE BOX		AWL9NFSIGMA
152	1 EACH	BELL & HOWELL PROJECTOR	29231	
153	1 EACH	SHURE PRO MICROPHONE MIXER	29231	
154	1 EACH	mitsubishi VCR		
155	1 EACH	JVC VCR		164N0549
156	1 EACH	PIONEER LASER DISC		3951811
157	1 EACH	GO VIDEO VHS		61AG80080
158	1 EACH	TIME LAPSE VCR		10550434
159	1 EACH	CALIFONE 1845K	40129	
160	1 EACH	DENON CD PLAYER		8111500871
161	1 EACH	QUICKSET ARM		23T015001885
162	1 EACH	VIEWSONIC MONITOR	VCDTS23125M	23T015001885
163	1 EACH	PRINTER		BU20932097
164	1 EACH	COMPUTER MONITOR VT510		TA536C1048
165	1 EACH	CPU ALPHA SERVER 400		N161100S8D
166	1 EACH	BROTHER EM-100 TYPEWRITER	7619	A4192763
167	1 EACH	SCANNER W/CABLES	23177	11C0442
168	1 EACH	QUARK EXPRESS		
169	3 EACH	COMPUTER DESK		
170	1 EACH	METAL DESK		
171	1 EACH	OVER DESK SHELF		
172	1 EACH	SCANNER		
173	1 EACH	FAX MACHINE		
174	1 EACH	MONITOR VIEWSONIC GS773		DL00700028
175	1 EACH	FOLDING MACHINE		DBX3825
176	8 EACH	MONITOR	28858, 28853, 28840, 28855, 28834	
177	2 EACH	CPU	28874, 28864	
178	2 EACH	TRACHEOSTOMY SIMULATORS		
179	1 EACH	GEMINI 4 CHAMBER IV PUMPM	41449	
180	1 EACH	BAXTER COLLEAGUE IV PUMP		11110692CS
181	2 EACH	SIGMA IV PUMPS		
182	1 EACH	CRIB		
183	1 EACH	HP OFFICE JET FAX MACHINE	22329	SG62GG202K
184	1 EACH	OMNI CLAVE STERILIZER		A8-5697
185	47 EACH	COMPUTER TOWER	24574, 24575, 24614, 26911, 27635, 28139 28168, 28176, 28539, 29042, 29594, 29629, 29643,30037, 30119, 3054030601, 31064 31085, 31303, 31314, 31791, 35608, 35649 35696, 35697, 35707, 35727, 35746, 40037, 40038, 40047, 40055, 40057, 40065, 40077	
			40089, 40099, 40117, 40120, 40151, FED00114	

CERRITOS COLLEGE SURPLUS PROPERTY AND/OR OBSOLETE MATERIALS/EQUIPMENT

			FED00137, FED00172, FED00177, FED00283	
			FED00627	
186	9 EACH	MONITOR CRT	23345, 27852, 28497, 35228, 35008	MH81H8000379, 110112582, 10U013401220 10U013500580
187	6 EACH	MONITOR LCD	35209, 36016, 35079	1763SBC47008556, 1763SBC47008558 906004410737
188	1 EACH	PRINTER HP LASER JET 6L		JHPJ164830
189	1 EACH	BOX OF 13 KEYBOARDS		
190	4 BOXES	COMPUTE PARTS		
191	2 EACH	COMPUTER MONITOR		31E031000013, 31E031000016
192	1 EACH	TIMING LIGHT	40895	CP825
193	1 EACH	ENGINE HOST	36349	AM29222
194	2 EACH	SCREW JACK STAND	47745, 47746	
195	1 EACH	TABLE SCALE		
196	3 EACH	GURNEY		
197	1 EACH	PROTON TV	18680	
198	1 EACH	PIONEER LASER DISC PLAYER	18439	
199	1 EACH	AV CART	18456	
200	2 EACH	BIOFEEDBACK UNIT	40431, 40429	
201	7 EACH	BATTERY OPERATED PORTABLE ESTIM		
202	2 EACH	LINE OPERATED UNITS ELCT. STIM		
203	1 EACH	VIEW SONIC GS70 MONITOR		3E020403677
204	3 EACH	HP LASER JET PRINTER	23392, 20440, 22560	USHC113942, JPBG041262, JPDB081592
205	1 EACH	LIGHT GREEN MACHINE	33241	10879-5
206	1 EACH	SMALL MONITOR	36723	
207	1 EACH	BOX OF MISC CABLES		
208	1 EACH	5 BUFFALO SAFETY SHIELDS		
209	1 EACH	PANASONIC VCR	221237	
210	1 EACH	SHARP TV	35552	
211	2 EACH	CPU	28871, 28873	
212	2 EACH	MONITOR	35015	EX94505190, EX9002441
213	9 EACH	CPU	23251, 22370, 28662, 28652, 28689, 28613 23463, 22528, 23031	
241	4 EACH	MONITOR	23015, 25188, 25194, 23030	
215	1 EACH	MAGNI VIEWER MAGINIFIER	41189	
216	1 EACH	PRINTER CANNON		
217	1 EACH	PANASONIC 20'		
218	1 EACH	MAGI VIEWER MONITOR		
219	2 EACH	LARGE PROJECTOR	23448, 24894	
220	1 EACH	PROXIMA PROJECTOR	305	
221	18 EACH	LAPTOP	3154, 23696, 24368, 29786, 22743, 23695, 40757 30316, 21668, 22690, 27514, 35841, 27077, FED00104, 27040, 27447, 27410,	
222	1 EACH	ULTRASOUND MACHINE		
223	12 EACH	MONITOR	24330, 22933, 23935, 23044, 29140, 19252, 30539	
224	1 EACH	EPSON PRINTER	26668	
225	1 EACH	APPLE SPEAKERS	21583	
226	3 EACH	HP COPIER	22246	
227	30 EACH	CHAIRS		
228	10 EACH	TABLES		
229	34 EACH	GST PENTIUM III 550	30975, 30974, 28107, 28110, 28124, 28209 28112, 28123, 28126, 30970, 28121, 28111	G00033591-000, 005, 071, 067, 065, 009, 0968 064, 077, 001, 076, 070, 003, 074, 004

FACULTY HOURLY - BUSINESS EDUCATION

Reemployed

Name		Discipline	Salary	
			Placement	Rate
Acheson	Michael	Accounting	B3	54.60
Alenikov	Michael	Real Estate	B3	54.60
Anaya	Jose	Accounting	A3	54.60
Arredondo	Rafael	Accounting	B1	48.83
Baber	James	Accounting	B5	60.33
Berdine	Michael	Accounting	B2	51.71
Bird	William	Real Estate	A2	51.71
Blackmun III	Eugene	Accounting	B5	60.33
Byrne	Gloria	Computerized Office Technology	B5	60.33
Carranza	Jaime	Real Estate	B5	60.33
Chiaravalloti	Susan	Court Reporting	B2	51.71
Cicino	Monte	Real Estate	A4	57.46
Cohen	Renee	Court Reporting	A2	51.71
Cooper	Johnny	Computerized Office Technology	B5	60.33
Davis	Richard	Computerized Office Technology	B5	60.33
Davis	Rodney	Accounting	B5	60.33
Dougherty	Marion	Court Reporting	B5	60.33
Elam	Christine	Accounting	B5	60.33
Fantroy	Sharon	Accounting	B1	48.83
Ferrell	James	Accounting	B5	60.33
Filer	Anthony	Paralegal	B5	60.33
Fuller	Jack	Paralegal	A4	57.46
Garza	Javier	Accounting	B2	51.71
Goldman	Gene	Paralegal	B5	60.33
Gordon	Gregory	Paralegal	B2	51.71
Grafton	Cindy	Court Reporting	B5	60.33
Gray	John	Paralegal	B5	60.33
Guevara	Yamil	Accounting	A3	54.60
Hall	Kathleen	Court Reporting	B5	60.33
Hill	Carmen	Real Estate	B1	48.83
Hupp	Scott	Real Estate	A4	57.46
Jamieson	Ronald	Accounting	B5	60.33
Kisling	Kenneth	Accounting	B3	54.60
Kroll	Stephen	Accounting	B5	60.33
Lee	Ya-Ling	Accounting	B5	60.33
Livingston	Barbara	Accounting	B3	54.60
Lucero	Torrence	Accounting	B5	60.33
Mailine	Rama	Paralegal	A2	51.71
McLean	Dana	Court Reporting	A2	51.71
Means	Randall	Accounting	B5	60.33
Merriell	Kenneth	Real Estate	A4	57.46
Molyneux	Thomas	Accounting	B1	48.83
Murphy	Daniel	Paralegal	A4	57.46
Nagao	Denise	Court Reporting	B2	51.71
Netherton	Steven	Accounting	A3	54.60
Noss	Marianne	Accounting	A2	51.71
Pulvers	Karen	Court Reporting	B3	54.60
Ravenscroft	Carrie	Court Reporting	A2	51.71
Reizner	Bernard	Accounting	B5	60.33
Rodriguez-Eligio	Ana	Real Estate	B3	54.60
Scott	Robert	Paralegal	A5	60.33
Shopfner	Joyce	Computerized Office Technology	B5	60.33

FACULTY HOURLY - BUSINESS EDUCATION (Cont.)

Reemployed

Name		Discipline	Salary	
			Placement	Rate
Smith	Neal	Accounting	A3	54.60
Snyder	Mary	Court Reporting	A2	51.71
Stamos	Christopher	Accounting	B5	60.33
Stradley	David	Paralegal	A2	51.71
Thaler	Timothy	Accounting	A3	54.60
Vann	Lynette	Paralegal	B5	60.33
Whitson	Stephen	Accounting	A3	54.60

FACULTY HOURLY - HEALTH OCCUPATIONS

Reemployed

Name		Discipline	Salary	
			Placement	Rate
Allan	Rebecca	Speech Language Pathology Asst.	A3	54.60
Beckerleg	Nicole	Clinical Nursing	A4	57.46
Binning	Deborah	Nursing	B5	60.33
Blevins	Diane	Speech Language Pathology Asst.	B1	48.83
Bowman	Daniel	Pharmacy Technician	A2	51.71
Brabender	Marcelene	Dental Hygiene	B2	51.71
Brousseau	Beth	Child Development	B3	54.60
Brown	Malinda	Physical Therapist Assistant	B5	60.33
Bubottom	Jenese	Clinical Nursing	A4	57.46
Burnham	Cynthia	Nursing	B5	60.33
Cascalla	Hector	Clinical Nursing	A4	57.46
Casio	Lydia	Dental Assisting	B5	60.33
Corfariu	Mannuel	Speech Language Pathology Asst.	B4	57.46
Coursey	Nancy	Physical Therapist Assistant	B5	60.33
Damaso	Stacy	Culinary Arts	A2	51.71
De La Cruz	Nancy	Clinical Nursing	B3	54.60
Evangelista	Denise	Clinical Nursing	B1	48.83
Feist	Astrid	Child Development	B1	48.83
Flores-Salcido	Dahlia	Reading (Nursing)	A5	60.33
Florez	Alice	Nursing	A5	60.33
Gallant	Audrey	Medical Assisting	B5	60.33
Garrison	Charlotte	Clinical Nursing	B5	60.33
Gonzalez	Keri	Clinical Nursing	B5	60.33
Holmes	Carolyn	Nursing	B5	60.33
Jarrett	Vanessa	Speech Language Pathology Asst.	B3	54.60
Knapp	Joni	Clinical Nursing	A5	60.33
Krause	Judith	Child Development	B2	51.71
Kusumoto	Alice	Clinical Nursing	B3	54.60
Layne	Jean	Child Development	B5	60.33
LeBlanc	Monique	Dental Hygiene	B3	54.60
LoBue	Russell	Emergency Medical Tech	B5	60.33
Matias	Sherry	Clinical Nursing	B5	60.33
Mehr	Fariba	Dental Hygiene	B5	60.33
Millar	Dianne	Dental Hygiene	B5	60.33
Moore	Debora	Nursing	B5	60.33
Nguyen	Ann	Dental Hygiene	A2	51.71
Pham	Hoa	Child Development	B3	54.60

FACULTY HOURLY - HEALTH OCCUPATIONS (Cont.)**Reemployed**

Name		Discipline	Salary Placement	Rate
Pouv	Savinh	Nursing	B1	48.83
Preston	Jeffrey	Culinary Arts	B5	60.33
Quirk	Jean	Dental Assisting	B5	60.33
Roberts	Rene	Child Development	B5	60.33
Rubalcaba	Celia	Pharmacy Technician	B5	60.33
Saucedo	Marisol	Dental Assisting	B5	60.33
Schmidt	Clifford	Medical Assisting	A2	51.71
Silva	May	Child Development	B5	60.33
Simmons	Meta	Nursing	B5	60.33
Soderling	Frances	Dental Hygiene	B5	60.33
Spicer-Cadger	Deborah	Clinical Nursing	B3	54.60
Stamey	Gail	Nursing	A2	51.71
Tillman	Darlene	Speech Language Pathology Asst.	B2	51.71
Valdenor	Minerva	Nursing	B1	48.83
Valenzuela	Patrice	Dental Assisting	B5	60.33
Veloz-Rendon	Lizette	Clinical Nursing	A1	48.83
Weinberg-Levine	Faith	Pharmacy Technician	B1	48.83
Wilson	Donna	Nursing	B5	60.33

FACULTY HOURLY - HUMANITIES/SOCIAL SCIENCES**Reemployed**

Name		Discipline	Salary Placement	Rate
Anderson	Erin	Psychology	A2	51.71
Baker	Craig	Psychology	B4	57.46
Barman	Kevin	Sociology	B2	51.71
Beck	Karen	Psychology	B5	60.33
Bender	Linda	Anthropology	A3	54.60
Brady	Michael	Philosophy	A1	48.83
Brown	Rick	Psychology	B4	57.46
Cail	Jessica	Psychology	B1	48.83
Castillo	Carlos	Philosophy	A2	51.71
Cho	Yoon-Sung	Philosophy	B5	60.33
Connolly	Patrick	Administration of Justice	B5	60.33
Domingo	Aldwin	Psychology	A3	54.60
Engquist	Martin	Administration of Justice	B5	60.33
Ferguson	Melissa	Psychology	A2	51.71
Ferreira	Maria	Sociology	B4	57.46
Fonti	Allison	Elementary Teacher Education	A1	48.83
Gaffaney	Gialisa	Political Science	A3	54.60
Gilbert	Patricia	Sociology	B2	51.71
Gillis	Cara	Philosophy	B2	51.71
Gold	Andrew	History	B5	60.33
Hall	Kevin	History	A2	51.71
Hall	David	History	B5	60.33
Jimenez	Fernando	Administration of Justice	A2	51.71
Kradjian	Clayton	Philosophy	B5	60.33
Lara	Richard	Philosophy	B1	60.33
Larson	Mary Ann	Psychology	B5	60.33
Lopez	Anthony	Psychology	B5	60.33
Maldonado	Christian	Interdisciplinary Studies	B2	51.71

FACULTY HOURLY - HUMANITIES/SOCIAL SCIENCES (Cont.)**Reemployed**

Name		Discipline	Salary	
			Placement	Rate
Miele	Richard	Sociology	B5	60.33
Minsky	Larry	Sociology	A2	51.71
Mullins	Terrance	Political Science	A3	54.60
Nath	Janie	Psychology	B1	48.83
Nebbia	Gerardo	Economics	B5	60.33
Nguyen	Peter	Political Science	A3	54.60
Nguyen	Son	History	B4	57.46
Oguri	Kaoru	Anthropology	A2	51.71
Pakula	Jennifer	Economics	B1	48.83
Pesanti	Keri	Psychology	B5	60.33
Phillips	Kimberly	Sociology	A4	57.46
Rickman	Tracy	Administration of Justice	B3	54.60
Rutkoski	Tracy	Elementary Teacher Education	A1	48.83
Sanchez	Salvador	Political Science	A1	48.83
Sandoval	Carlos	Psychology	B3	54.60
Sedgwick	Emily	Philosophy	B5	60.33
Sennett	Richard	History	A1	48.83
Ser Mesropian	Emma	Sociology	A5	60.33
Steele	Donette	Psychology	B5	60.33
Sutherland	Corine	Philosophy	B5	60.33
Tahernia	Farshid	Economics	A4	57.46
Valenzuela	Enrique	Political Science	B3	54.60
Waszak	Leon	History	B5	60.33
White	Kenneth	Political Science	A2	51.71
Wong	Thomas	History	B5	60.33
Ysais	Michelle	Sociology	A3	54.60

FACULTY HOURLY - LIBERAL ARTS**Reemployed**

Name		Discipline	Salary	
			Placement	Rate
Adele	Julie	English	B1	48.83
Armstrong	Sunny	Reading	A5	60.33
Bailey	Kathryn	Foreign Language	B1	48.83
Baker	John	English	A3	54.60
Bergan	Robert	Foreign Language	B5	60.33
Bettino	Teresa	English	B5	60.33
Blake	Martha	Foreign Language	B5	60.33
Campos	Danielle	English	B1	48.83
Cantrell	Daniel	Speech	B2	51.71
Carey	Jamie	English	A3	54.60
Carney	Christopher	English	B5	60.33
Chao	Iris	English	B2	51.71
Cheatham	Teresa	English	A4	57.46
Chow	Lisa	ESL	A2	51.71
Colson	Michael	English	B1	48.83
Crachiollo	Sarah	Speech	B1	48.83
Cuesta	Yolanda	Foreign Language	B5	60.33
Daniels	Janet	English	A5	60.33
Daugherty	Sarah	English	B5	60.33
Decter	Renee	English & ESL	B5	60.33

FACULTY HOURLY - LIBERAL ARTS (Cont.)

Reemployed

Name		Discipline	Salary	
			Placement	Rate
Dongell	Robert	English	A5	60.33
Ersig-Marcus	Christine	Speech	A5	60.33
Fischer	Anna	ESL	B5	60.33
Flores-Salcido	Dolly	Reading	A5	60.33
Gutierrez	Aaron	English	A2	51.71
Hall	Avery	Reading	B5	60.33
Hamilton	Kieko	Foreign Language	B5	60.33
Haney	Bernadette	English	B3	54.60
Hanniff	Brooke	Speech	A3	54.60
Harper	Paula	Foreign Language	B5	60.33
Hector	Jeremy	English	A3	54.60
Jarrett	Vanessa	Speech	B3	54.60
Jepsen	Alan	English	B5	60.33
Johnson	Isadora	Speech	B5	60.33
Jolly	Jeffry	English	B5	60.33
Kominos	Jacqueline	English	B5	60.33
Koven	Marlene	Foreign Language	B5	60.33
Kronbeck	Mandy	English	A2	51.71
Krulic	James	English	B5	60.33
LaPorta	Michele	English	B5	60.33
Lechman	Don	English	B5	60.33
Lee	Alison	English	A4	57.46
Lovejoy	Nicole	English	A3	54.60
Manross	Debra	Speech	B2	51.71
Manzullo	Michael	English	B5	60.33
Martinez	Suzanne	English	A3	54.60
Mata	Chimene	English	A4	57.46
McLaughlin	Patrick	Reading	B5	60.33
McManus	Grace	ESL	B5	60.33
Megas	Euthia	Speech	A2	51.71
Michelotti	Andrea	Foreign Language	B2	51.71
Mochizuki	Steve	Foreign Language	B4	57.46
Nicolas	Jean-Perre	Foreign Language	B1	60.33
Nikolaou	Ursula	Foreign Language	B5	60.33
Parks	Danielle	Speech	A5	60.33
Penate	Judith	Foreign Language	B5	60.33
Peralta	Trudy	English	B5	60.33
Roffell	Francis	English	B1	48.83
Sanchez	David	Foreign Language	A4	57.46
Siegel	Allan	English	B5	60.33
Spradlin	Nancy	English & ESL	B5	60.33
Stavast	John	English	A4	57.46
Sutton	Robbie	Foreign Language	B3	54.60
Tan	Kimberly	Speech	B2	51.71
Tucker	Jazmine	Reading	B5	60.33
Wagner	Helene	Speech	B5	60.33
Walsh	Wendy	English	A4	57.46
Warken	Thomas	English	B5	60.33
Yingst	Sylvia	Foreign Language	A4	57.46

FACULTY HOURLY - PE/ATHLETICS

Reemployed

Name		Discipline	Salary	
			Placement	Rate
Ancich	Marijon	Athletics	A4	57.46
Austin Jr.	James	Athletics	A3	54.60
Berney	Daniel	Dance	B5	60.33
Black	Rhea	Athletics	B5	60.33
Cable	Brian	Athletics	B5	60.33
Campion	Amy	Dance	B1	48.83
Casebolt	Elizabeth	Dance	A2	51.71
Castaneda	Geraldine	Athletics	A2	51.71
Chan	Judy	Athletics	B5	60.33
Chatman	Rosanna	Athletics	B5	60.33
Chawla	Neena	Athletics	B2	51.71
Christou	Dayna	Physical Education	B5	60.33
Cole	Phoenix	Physical Education	B5	60.33
Goldman	John	Physical Education	A5	60.33
Gonzalez	Ruben	Athletics	A4	57.46
Haddad	Maha	Dance	A5	60.33
Hammond	Jamie	Dance	B3	54.60
Henderson	Jennifer	Physical Education	A2	51.71
Johnson	Steve	Physical Education	A4	57.46
Kim	Alvin	Athletics	A4	57.46
Landry	Erin	Dance	B5	60.33
Lawler Sweeney	Tatiana	Women's Studies	B2	51.71
Lopez	Rogelio	Dance	A3	54.60
Maue	Dana	Dance	A2	51.71
McWhinney	Martin	Physical Education	A5	60.33
Moorty	Shyamala	Dance	B1	48.83
Murray	Dori	Health	B2	51.71
Myer	Glen	Physical Education	B5	60.33
Nakao	Gary	Physical Education	B5	60.33
Nguyen	Long Binh	Physical Education	B1	48.83
Ortiz	Tito	Physical Education	B5	60.33
Perry	Henry	Physical Education	B4	57.46
Prindle	Donna	Athletics	B5	60.33
Rawles	Dennie	Dance	B5	60.33
Shelkey	Rhonda	Physical Education	B5	60.33
Smith	Joel	Dance	A5	60.33
Sweet	Beverly	Physical Education	B5	60.33
Velazquez	Ortega	Physical Education	B5	60.33
Waider	Petja	Physical Education	B4	57.46
Winokur	Arnold	Athletics	B5	60.33

New Hires

Name		Discipline	Salary	
			Placement	Rate
Funderburk	Michelle	Dance	A1	48.83

FACULTY HOURLY - TECHNOLOGY

Reemployed

Name		Discipline	Salary Placement	Rate
Baadkar	Shobhit	Architecture	B1	48.83
Castellanos	Ebenezer	Machine Tool Technology	B5	60.33
Castro	Willie	Automotive Mechanical Repair	B5	60.33
Davey	William	Auto Body Repair	B5	60.33
Ddriskell	James	Woodworking	B5	60.33
Eisenmann	Kevin	Plastics	A1	48.83
Ferre	Brian	Auto Body Repair	B5	60.33
Fitzgerald	Barrett	Plastics	B5	60.33
Gray Jr.	Robert	Woodworking	B5	60.33
Guerrero	Mario	Machine Tool Technology	B5	60.33
Hagenbach	Darlene	Auto Body Repair	B5	60.33
Hause	Tom	Architecture	B5	60.33
Hemsworth	Richard	Machine Tool Technology	B4	57.46
Henry	Lauren	Cosmetology	B5	60.33
Hutchison	Phillip	Auto Body Repair	B5	60.33
Jacobo	Cesar	Automotive Mechanical Repair	B5	60.33
Jakahi	Jason	Auto Body Repair	B3	54.60
Krause	Peter	Woodworking	A3	54.60
Mendoza	Luis	Plastics	B5	60.33
Morales	Thomas	Architecture	B1	48.83
Moreland	Eddie	Automotive Mechanical Repair	B5	60.33
Mortensen	Erik	Woodworking	B5	60.33
Nelson	Richard	Plastics	B5	60.33
Perez	Jose	Welding	A4	57.46
Perkins	David	Welding	B5	60.33
Peters	Randal	Machine Tool Technology	B5	60.33
Phinney	Peter	Architecture	A2	51.71
Rudd	James	Auto Body Repair	B5	60.33
Senne	Stephen	Manufacturing Technology	B5	60.33
Suehr	Richard	Plastics	A1	48.83
Tabares	Raul	Auto Body Repair	B4	57.46
Thornbury	Robert	Woodworking	B5	60.33
Tomaselli	Nancy	Cosmetology	B5	60.33
Trimble	William	Woodworking	B2	51.71
Ulate	Isai	Machine Tool Technology	B5	60.33
Vasilik	Rick	Automotive Mechanical Repair	B5	60.33
Wood	John	Woodworking	A5	60.33

COUNSELOR HOURLY - STUDENT SERVICES

Reemployed

Name		Assignment	Salary Placement	Rate
Aguayo	Robert	EOPS	C1	40.23
Algaze	Susan	DSPS	C1	40.23
Anang-Kollety	Yuhaniz	Counseling, Financial Aid	C2	43.10
Boudreau	Debbie	Counseling	C2	43.10
Castillo	Ricardo	DSPS	C1	40.23
Chaney	Marcia	EOPS	C1	40.23
Davidson	Martha	Counseling	C2	43.10
Gaines	Kenneth	EOPS, Financial Aid	C2	43.10
Hansch	Dan	DSPS	C2	43.10

COUNSELOR HOURLY - STUDENT SERVICES (Cont.)**Reemployed**

Name		Assignment	Salary	
			Placement	Rate
Herrera	Veronica	Counseling	C1	40.23
Hill	Shelia	Counseling	C2	43.10
Hye-Jin	Choi	EOPS, Counseling, Financial Aid	C1	40.23
Icaro-Boiser	Rubirosa	Counseling	C2	43.10
Loera	Claudia	Counseling	C2	43.10
Lozano	Rene	Counseling	C2	43.10
Martinez-Weitzel	Victoria	Counseling	C1	40.23
Pichardo	Dorali	Counseling	C1	40.23
Salazar	Felipe	Counseling, DSPS	C1	40.23
Saucedo	Marcelino	Counseling	C2	43.10
Thigpen	Joyce	Counseling	C2	43.10
Toumajian	Mary Kay	Counseling	C2	43.10
Truong	Lan	Counseling	C1	40.23
Vega	Maria	Counseling	C2	43.10

FACULTY HOURLY - STUDENT SERVICES**Reemployed**

Name		Assignment	Salary	
			Placement	Rate
Aguayo	Roberto	Counseling	B2	51.71
Barnett	Glenn	DSPS	B5	60.33
Boudreau	Debbie	Counseling	A2	51.71
d'Arcy	Kim	DSPS	A2	51.71
Dong	Adrienne	DSPS	B5	60.33
Herrera	Veronica	Counseling	A1	48.83
Hill	Shelia	Counseling	A2	51.71
Lovell	Ray	DSPS	B1	48.83
Lozano	Rene	Counseling	A2	51.71
Ouchi	Bryan	DSPS	B5	60.33
Seiden	Susanne	DSPS	B5	60.33
Thigpen	Joyce	Counseling	B5	60.33

FACULTY HOURLY - TECHNOLOGY TRAINING & DISTANCE EDUCATION**Reemployed**

Name		Assignment	Salary	
			Placement	Rate
Atherton	Anthony	Tech Training	B5	60.33
Hart	Susan	Educational Technology	B1	48.83
Kristinat	Laurie	Educational Technology	B3	54.60
Lai	Ted	Educational Technology	A2	51.71
Morago	Fred	Educational Technology	B5	60.33
Rodriguez	Catherine	Educational Technology	B2	51.71
Sullivan	Dan	Tech Training	B2	51.71

LIBRARIAN

Reemployed

Name			Salary Placement	Rate
Bennett	Erica	Library	L1	40.23
Head	Anne	Library	L2	43.10
Kam	Barbara	Library	L2	43.10
Liong	Jocelle	Library	L2	43.10
Nitsch	Lisa	Library	L2	43.10
Owen	Margaret	Library	L2	43.10
Russell	Bruce	Library	L2	43.10
Siddigi	Catherine	Library	L1	40.23
Wood	Suzanne	Library	L2	43.10

ACADEMIC AFFAIRS

Part-Time Counselors

Name		Discipline	Salary Placement	Rate
Amezcuca	Rosalva	Project Hope	C2	43.10
Galiccia	Blanca	Project Hope	C1	40.23
Ochoa	Lorena	Project Hope	C1	40.23

BUSINESS EDUCATION

Part-Time Instructors

Name		Discipline	Salary Placement	Rate
Berdine	Michael	Business Administration	B1	48.83
Garza	Javier	Business Administration	B1	48.83
Kroll	Stephen	Accounting	B5	60.33

FINE ARTS & COMMUNICATIONS

Part-Time Instructors

Name		Discipline	Salary Placement	Rate
Dinhaupt	George	Photography	A3	54.60
Nelson	Mark	Photography	B5	60.33
Ward	David	Theatre Arts	B5	60.33

HEALTH OCCUPATIONS

Part-Time Instructors

Name		Discipline	Salary Placement	Rate
Nguyen		Ann	B1	48.83

HUMANITIES/SOCIAL SCIENCES

Part-Time Instructors

Name		Discipline	Salary Placement	Rate
Luty	Anna	Interdisciplinary Studies	A1	48.83
Thames	April	Psychology	A1	48.83

LIBERAL ARTS

Part-Time Instructors

Name		Discipline	Salary Placement	Rate
Kane	John	Reading	A5	60.33
Magabo	Susan	Reading	A1	48.83
Tilley	Gerald	Reading	B4	57.46

PE/ATHLETICS

Part-Time Instructors

Name		Discipline	Salary Placement	Rate
McWhinney	Martin	Athletics	A4	57.46

SCIENCE, ENGINEERING & MATHEMATICS

Part-Time Instructors

Name		Discipline	Salary Placement	Rate
Hoang	Arthur	Chemistry	B5	60.33

TECHNOLOGY

Part-Time Instructors

Name		Discipline	Salary Placement	Rate
Supple	Martin	Automotive Mechanical Repair	A3	54.60
Vernier	John	Woodworking	B1	48.83

STUDENT SERVICES

Part-Time Counselors

Name		Discipline	Salary Placement	Rate
Villalpando	Celia	Counseling	C1	40.23

Part-Time Instructors

Name		Discipline	Salary Placement	Rate
Lovell	Ray	DSPS	A1	48.83

FACULTY HOURLY - COMMUNITY, INDUSTRY & TECHNOLOGY EDUCATION

Part-Time Instructors

Name		Assignment	Salary Placement	Rate
McNamee	Wayne	Electrical Apprenticeship	A5	60.33

EMPLOYMENT OF CLASSIFIED, SHORT-TERM, SUBSTITUTE,
AND/OR STUDENT HOURLY PERSONNEL

SHORT-TERM HOURLY EMPLOYMENT (AS NEEDED), VARIABLE HOURS PER DAY & DAYS
PER WEEK, FOR A PERIOD NOT TO EXCEED JUNE 30, 2008 OR 175 TOTAL WORKDAYS,
WHICHEVER OCCURS FIRST

Sharma, Monika	Aide –General (Clerical)	\$8.00/hr	05/25/08
Viray, Kristen	"	"	05/19/08
Castro, Eduardo	Aide-General (Traffic Control Officer)	\$8.00/hr	05/23/08
Valle, Jonathan	"	"	"
Parr, Richard	"	"	"
Pavelski, Charles	"	"	"
Goodlink, James	Aide-Special (Tutor)	\$8.20/hr (3)	06/02/08
Ortega, Jeffrey	File Clerk	\$8.00/hr	05/25/08
Diaz, Diana	Clerk	\$8.64/hr	06/16/08
Haro, Angie	"	"	05/28/08
Hunt, Sarah	"	"	06/16/08
Rodriguez, Matthew	"	"	"
Ruiz, Martha	"	"	06/17/08
Villegas, Leona	"	"	06/16/08
Hernandez, Jessica	Publicity Aide	\$9.07/hr	06/16/08
Leveston, Joseph	"	"	"
Murray, Dean	"	"	"
Rodriguez, Michelle	"	"	05/25/08
Salazar, Nancy	"	"	06/17/08
Williams, Nicole	"	"	"
Hernandez, Carina	Financial Aid Clerk	\$9.31/hr	04/25/08
Acuna-Gonzalez, Daisy	Instructional Aide I	\$9.56/hr (1)	07/25/07
Leung, Ryan	"	"	05/27/08
Olvera, Jesus	"	"	05/19/08
Pachecano-Fernandez, Lucero	"	"	07/25/07
Poompan, Michelle	"	"	06/09/08
Robles Mariacelis	"	\$10.51/hr (3)	07/01/07
Romo, Susan	"	"	05/25/08
Soler, Steve	"	\$9.99/hr (2)	03/01/08

Presented to the Board of Trustees 7/16/08

SHORT-TERM HOURLY EMPLOYMENT (AS NEEDED), VARIABLE HOURS PER DAY & DAYS PER WEEK, FOR A PERIOD NOT TO EXCEED JUNE 30, 2008 OR 175 TOTAL WORKDAYS, WHICHEVER OCCURS FIRST

Diaz, Diana	Intermediate Clerk	\$9.56/hr	05/25/08
Gachez, Janine	Intermediate Typist Clerk	\$9.56/hr	06/16/08
Wyman, Deborah	"	"	05/28/08
Luna Jr., Daniel	Custodian	\$9.76/hr	05/05/08
Bass, Brittany	Sports Publicist	\$9.99/hr	06/16/08
Placencia, Thalia	Aquatics Specialist	\$10.11/hr	06/27/08
Ortiz, Ana Dolores	Program Assistant II	\$11.34/hr	04/25/08
Donahue, David	Instructional Aide II	\$12.81/hr	05/05/08
Ferguson, Shelley	"	"	05/25/08
Reynoso, Daniel	"	"	05/28/08
Suleiman, Reema	"	"	06/18/08
Vernier, John	"	"	05/27/08
Lopez, Jesusita	Banquet Chef	\$13.13/hr	04/10/08
Mundwiller, Kehli	Student Affairs Assistant	\$13.79/hr	06/01/08
Fraps, Edward Bryant	Senior Technical Support Specialist	\$16.80/hr	05/27/08
Bender, Heidi	Cont. Ed. Specialist (Cultural Arts)	\$28.07/hr	06/01/08
Horak, Cherie	"	"	"
O'Connell, Jalon	"	"	"
Barnett, Glenn	Community Education Specialist	\$29.15/hr	06/02/08
Bender, Linda	"	"	"
Crawford, Susanna	"	"	06/30/08
Holmes, Peter	"	"	05/15/08
Lavariere, Cynthia	"	"	06/02/08
Moriarty, Cynthia	"	"	"
Alexander, Cynthia	"	"	"
Soden, Barbara	"	"	"
Ramos, Gerardo	Cont. Ed. Specialist (Business Tech.)	\$50.52/hr	02/28/08
Livingston, Robert	"	"	"
Finkelstein, Hy	"	"	"
Kerr, Janet	"	"	05/15/08
Robles, Marta	"	"	06/01/08
Cisneros, Carol	Cont. Ed. Specialist (Health Occ.)	\$50.52/hr	05/01/08

CERRITOS COMMUNITY COLLEGE DISTRICT
MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
AUGUST 6, 2008

- I. CALL TO ORDER The meeting was called to order at 6:00 p.m. by Mr. Arthur, the Board President. Those present were:
- Mr. Bob Arthur Mr. Bob Epple
Ms. Carmen Avalos Mr. Tom Jackson
Dr. Tina Cho Jason Macias, Student Trustee
Dr. Ted Edmiston
- Dr. Bob Hughlett was absent. Others present were the Acting President of the College, Vice President of Business Services, Vice President of Student Services, Faculty Senate President and a CSEA Representative.
- II. PLEDGE OF ALLEGIANCE The flag salute was led by Mr. Macias.
- III. APPROVAL OF MINUTES A. It was moved by Mr. Epple and seconded by Dr. Edmiston to approve the minutes of the regular meeting of July 16, 2008. The vote for approval was unanimous.
- IV. PUBLIC PRESENTATIONS Mr. Van De Mortel addressed the Board to thank them for their approval of his sabbatical leave.
Joseph Van De Mortel
- V. CONSENT AGENDA It was moved by Dr. Edmiston and seconded by Mr. Epple to approve the consent agenda and addendum. The vote for approval was unanimous.
- A. Accepted gifts with letters of thanks to the following:
- 2 transmission assemblies
 - Miscellaneous essential tools
- Donated by: Cindy Potestivo, Education Donations Coordinator
 General Motors Corporation
 GM Service Operations
 30009 Van Dyke
 Warren, MI 48090
- B. Approved Institutional Membership to the Instructional Technology Council for an annual cost of \$450.00.
- C. Approved Stipend to District Employee for Document Translation, as attached.
- D. Accepted Chancellor's Office Grant – Enrollment Growth and Retention for Nursing Programs, as attached.
- E. Accepted Chancellor's Office Economic and Workforce Development HUBS Grant, as attached.
- F. Accepted California Space Authority (CSA) Funding, as attached.
- G. Approved Perkins/VTEA Grant Honorarium, as attached.
- H. Approved MOUs with CMTC (California Manufacturing Technology Consulting), as attached.

- I. Approved to Publicize Notice of Date, Time and Location of Public Hearing and the Availability of the Cerritos Community College District Proposed 2008-09 Adopted Budget for Public Inspection, as attached.
- J. Approved General Fund, Special Reserve Funds, Restricted Funds, Financial Aid Fund, and Payroll Clearance Fund Warrants for the Quarter Ending June 30, 2008

Payroll "A" Warrants	9,554	\$19,565,567.41
Other "B" Warrants	5,288	\$13,047,202.92

- K. Approved Contracts as follows:

Agreements

NEW

- 1. Laguna Tools

C-45 Panel Saw
Technology

For the use of a C-45 panel saw for use in the woodworking program lab. For period August 7, 2008 through August 7, 2010. There is no cost for the use of the equipment. The District agrees to show Laguna Tools Inc. as additionally insured for 1,000,000.00.

License

RENEWAL

- 2. CollegeNet

Schedule 25 and PeopleSoft Interface
Academic Affairs

For the Schedule 25 and PeopleSoft Interface. For period August 1, 2007 through August 29, 2008. Total cost will be \$4,304.55.

Medical

NEW

- 3. Yonemoto Physical Therapy Service

Physical Therapist Assistant Program
Health Occupations

To provide clinical/practicum experiences for students enrolled in the physical therapist assistant program. For period August 7, 2008 through August 7, 2010. No cost to the District.

RENEWAL

- 4. Catholic Healthcare West dba California Hospital Medical Center

Physical Therapist Assistant Program

Health Occupations
To continue to provide clinical/practicum experiences for students enrolled in the physical therapist assistant program. For period May 25, 2008 through May 25, 2009. No cost to the District.

- 5. Catholic Healthcare West dba Northridge Hospital Medical Center

Physical Therapist Assistant Program
Health Occupations

To continue to provide clinical/practicum experiences for students enrolled in the physical therapist assistant program. For period May 1, 2008 through May 1, 2009. No cost to the District.

6. City of Hope National Medical Center
Physical Therapist Assistant Program
Health Occupations
To continue to provide clinical/practicum experiences for students enrolled in the physical therapist assistant program. For period August 1, 2008 through August 1, 2010. No cost to the District.
7. College Hospital
Nursing Program
Health Occupations
To continue to provide clinical/practicum experiences for students enrolled in the nursing program. For period August 31, 2008 through August 30, 2010. No cost to the District.
8. Healthcare Partners Medical Group
Physical Therapist Assistant Program
Health Occupations
To continue to provide clinical/practicum experiences for students enrolled in the physical therapist assistant program. For period August 7, 2008 through August 7, 2010. No cost to the District.
9. Mariner's Physical Therapy
Physical Therapist Assistant Program
Health Occupations
To continue to provide clinical/practicum experiences for students enrolled in the physical therapist assistant program. For period June 16, 2008 through June 16, 2010. No cost to the District.
10. Metropolitan State Hospital
Nursing Program
Health Occupations
To continue to provide clinical/practicum experiences for students enrolled in the nursing program. For period June 30, 2008 through June 30, 2009. No cost to the District.
11. State of the Art Physical Therapy
Physical Therapist Assistant Program
Health Occupations
To continue to provide clinical/practicum experiences for students enrolled in the physical therapist assistant program. For period June 16, 2008 through June 16, 2010. No cost to the District.

Program
RENEWAL

12. California Department of Education
Pre-K and Family Literacy Program
Health Occupations
To accept additional funding from the California Department of Education for the Pre-K and Family Literacy Program. For period July 1, 2008 through June 30, 2009. No cost to the District.
13. California Department of Education
Support and Promotion of Pre-K and Family Literacy Program
Health Occupations
To accept funding from the California Department of Education to be used to support and promote the interactive literacy activities for children and families enrolled in the Pre-K and Family Literacy Program. For period July 1, 2008 through June 30, 2009. The District will receive \$2,500.00 and there is no cost to the District.

Services

NEW

14. Employment Development Department

Retraining Clients

CITE

To provide retraining to clients referred by EDD as part of the Trade Requirement Act of 1974. For period August 7, 2008 through August 6, 2010. The District will be reimbursed by the EDD up to \$10,000 for each client.

15. Medical Billing Technologies (MBT)

Medi-Cal Family PACT/MAA Billing Services

Student Health Services

To provide billing intermediary to submit for and receive reimbursements through Medi-Cal for Family Pact and educational services. For period August 1, 2008 through June 30, 2009. No cost to the District.

RENEWAL

16. XAP Corporation

Online Electronic Admission Application System

Admission & Records

To continue providing the Chancellor's Office approved online admissions applications in English and Spanish. For period July 1, 2008 through June 30, 2012. Total cost will be \$59,760.00. The English application will be funded by the District in the amount of \$44,603 and the Spanish application will be funded by Matriculation in the amount of \$15,157.

Training

AMENDMENT

17. Lockheed Martin Aeronautics Company

Composites Training

Economic Development

To provide additional composites-related training at its Palmdale Facility. A total of four training courses, consisting of 60 hours each, will be provided. The time period will be extended through December 31, 2009. The District will receive an additional \$120,000 bringing the total contract amount to \$574,200.00. All project-related costs are included with no additional cost to the District.

Workshop

AMENDMENT

18. Name Change

From: Energy Medicine Wheel

To: Judith Billson

Holistic Health Workshops

Community Education

To change the name of the contractor from Energy Medicine Wheel to Judith Billson. The time period will remain from July 1, 2008 through June 30, 2010. Judith Billson will receive 40% of the total enrollment fees collected per workshop.

L. Approved and/or Ratified Resignation(s) Accepted by the President/Superintendent, as follows:

Higdon, Jo Ann, Vice President, Business Services, effective August 8, 2008

Fabian, Liselda J., Admissions & Records Assistant (Admissions & Records Department), effective August 6, 2008

- M. Approved and/or Ratified Request for Unpaid Leave of Absence, as follows:

Isai, Linda, Program Facilitator (Economic Development) effective July 28 through October 20, 2008

Added by Addendum:

Rodriguez, Monique Nicole, Intermediate Typist Clerk (Counseling), effective August 11 through September 29, 2008

- N. Approved Employment of Full-Time First-Year Contract (Probationary), Hourly, and/or Substitute Faculty Employee(s):

Added by Addendum:

Cosio, Lydia A., Instructor (Dental Assisting), @ E-5 (\$65,990/annual), 10-School Month Contract, effective August 18, 2008

- O. Approved Employment of Temporary and/or Substitute Hourly Faculty Personnel, as needed for 2008-2009 Academic Year, as attached.

- P. Approved and/or Ratified Employment of Classified, Short-Term, Substitute, and/or Student Hourly Personnel, as attached.

Added by addendum:

Program Assistant I @25-1 (\$2,951.00 per month) effective August 7, 2008: Michelle Dawkins (Campus Police)

VI. ADMINISTRATIVE MATTERS

- A. It was moved by Mr. Jackson and seconded by Mr. Epple to approve compensation for Mr. William C. Farmer, Jr. in his assignment as Acting President/Superintendent effective July 21, 2008, as follows: salary rate of \$17,799.00 per month, expense allowance of \$400.00 per month for community and civic activities, and automobile allowance of \$400.00 per month in lieu of mileage reimbursement for use of his automobile in the performance of his duties. The vote for approval was unanimous.

VII. REPORTS

- A. Board of Trustees
Mr. Jackson informed the Board that Wayne Nunnery, former Facilities Manager at Cerritos College, has been placed under hospital care and asked that he be kept in everyone's prayers.

Dr. Cho encouraged the Board to attend the Green California Community College Summit on October 8-9 in Pasadena, CA.

Ms. Avalos encouraged the Board to attend the Annual NALEO Education Leadership Initiative conference in Washington, DC in September.

Mr. Arthur stated that Mary Villegas, longtime community member and Cerritos College Foundation member, has passed away and added that she will be greatly missed. He stated that the 23rd annual Foundation golf tournament was an incredible success and thanked the many sponsors who contributed to the event.

Mr. Macias stated that he is looking forward to the upcoming Fall semester as well as the opportunity to work with Faculty Senate on the Agenda for Student Success.

B. Faculty and Staff Leadership

Dr. Reece congratulated Ms. Higdon on her new position and thanked her for her leadership of the Campus Transformation Committee.

C. Acting President/Superintendent and Vice Presidents

Mr. Farmer stated that in 2007-08, the college regained the enrollment that was achieved in 2004-05 and as a result the college is no longer in "restoration". He thanked everyone who helped in the enrollment recovery process. He also indicated that the Foundation golf tournament was enjoyable. He distributed a report with additional informational items to the Board.

Dr. Johnson stated that Student Services has been very busy and added that Counseling Services has been utilizing the Board Room to meet with students.

Ms. Higdon stated that she will miss working at Cerritos College and added that her new position is a great professional opportunity. She indicated that staff was well prepared in responding to the recent earthquake.

VIII. CLOSED SESSION

The Board adjourned to closed session at 7:13 p.m.

IX. RECONVENE

The Board reconvened at 7:25 p.m.

Read Out

Dr. Edmiston reported that in closed session the Board of Trustees took action to approve the contract for employment of Dr. James A. Albanese as the Interim Vice President of Business Services/Assistant Superintendent with employment to be effective beginning August 18, 2008. The vote for approval was unanimous.

Read Out

Ms. Avalos reported that in closed session the Board of Trustees approved the employment of Carina Huynh in the 100% categorically funded position of Career and Technical Education Teacher Pathways Grant Project Manager on Grade 22, Step 1 of the Management Salary Schedule (\$4,504.00 per month) effective August 11, 2008 for a period not to exceed May 31, 2009. The vote for approval was unanimous.

X. ADJOURNMENT

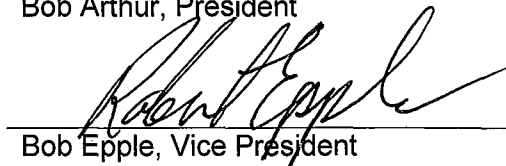
The meeting was adjourned at 7:26 p.m.

XI. NEXT REGULAR MEETING

The next regular meeting of the Board of Trustees is scheduled for Wednesday, September 3, 2008 at 6:00 p.m.



Bob Arthur, President



Bob Epple, Vice President

CERRITOS COLLEGE

TO: Board of Trustees
FROM: William C. Farmer, Jr., Acting President/Superintendent *WCF*
PREPARED BY: Stephen Johnson, Vice President of Student Services *SJ*
DATE: August 6, 2008
SUBJECT: **Consideration of Approval of Stipend to District Employee for Document Translation**

RECOMMENDATION

It is recommended that the Board of Trustees approve a stipend not to exceed \$4,500.00 for document translation to be performed by Mr. Froylan Cabuto, Instructor of Spanish and Chairperson of the Foreign Languages Department, during the 2008-09 academic year.

OVERVIEW

Document translation from English to Spanish is needed for various college offices engaged in outreach and new student admission, orientation, advisement, and services for prospective and new students with disabilities.

ANALYSIS

Document translation is part of a project designed to enhance the accessibility of the college to our service communities. It is intended to contribute to enrollment management efforts and is commonly referred to as the Enrollment Management—Language Access project. In addition to document translation, project efforts have included the automated on-demand translation of the college's web pages into Chinese, Korean, and Spanish; staff available to provide interpretation services; and, initiation of interpretation services with the Language Line Services company.

FINANCIAL IMPLICATIONS

As presented above and funded by district and matriculation funds.

CERRITOS COLLEGE

TO: Board of Trustees
FROM: William C. Farmer, Jr., Acting President/Superintendent *WCF*
PREPARED BY: Jenine Nolan, Dean of Health Occupations
DATE: August 6, 2008
SUBJECT: **Consideration of Acceptance of Chancellor's Office Grant - Enrollment Growth and Retention for Nursing Programs**

RECOMMENDATION

It is recommended that the Board of Trustees approve acceptance of the Enrollment Growth and Retention for Nursing Programs Grant Agreement in the amount of \$356,500.

OVERVIEW

Enrollment Growth and Retention funds will address the regional need for more professional nurses in health care by expanding enrollment capacity of the Cerritos College Associate Degree Nursing Program. The funding period is July 2008 through August 2010.

ANALYSIS

Grant objectives and activities will include:

- Expanding enrollment by admitting 10 generic and 10 LVN students in Fall 2008
- Expanding enrollment by admitting 10 generic students in Spring 2009
- Providing preadmission assessment, advisement, and remediation coursework
- Providing a post-admission retention program
- Providing licensure exam preparation for graduating students
- Collecting and reporting mandatory data elements to the Chancellor's Office

FINANCIAL IMPLICATIONS

A. Transaction Amount – Cerritos College will receive \$356,500 for defined project activities.

B. Financial Implications –

Estimated revenue – \$356,500

Estimated expenses – \$356,500

Estimated net financial impact – \$0

Source of funds – California Community College Chancellor's Office

C. Grant Match – No match required

CERRITOS COLLEGE

TO: Board of Trustees
FROM: William C. Farmer, Jr., Acting President/Superintendent *WCF*
PREPARED BY: Nick Kremer, Executive Dean Community, Industry and Technology Education
DATE: August 6, 2008
SUBJECT: **Consideration of Acceptance of Chancellor's Office Economic and Workforce Development HUBS Grant**

RECOMMENDATION

It is recommended that the Board of Trustees approve the acceptance of the 2008-2009 Economic and Workforce Development Grant for a Statewide Strategic Initiative HUBS (HUBS) project in the amount of \$121,000.

OVERVIEW

The Chancellor's Office of the California Community College operates Economic Development Programs that award workforce development grants through a competitive grant process. The purpose of these grants is to advance the state's economic growth and global competitiveness through education, training, and services that contribute to continuous workforce improvement.

Cerritos College was awarded an Economic Development Program HUBS grant. The purpose of the grant is to support regional initiatives such as the aerospace fastener project. This grant complements the mission of Cerritos College's Office of Economic Development and the Technology Division.

ANALYSIS

Cerritos College will be responsible for administering the grant. The term of this grant shall be from July 1, 2008 to and including August 31, 2009.

FINANCIAL IMPLICATIONS

Cerritos College will receive \$121,000. The funds will be used to pay Cerritos College staff time and other expenses as required to meet the goals of the grant.

CERRITOS COLLEGE

TO: Board of Trustees
FROM: William C. Farmer, Jr., Acting President/Superintendent *WCF*
PREPARED BY: Nick Kremer, Executive Dean Community, Industry and Technology Education *X*
DATE: August 6, 2008
SUBJECT: **Consideration of Acceptance of California Space Authority (CSA) Funding**

RECOMMENDATION

It is recommended that the Board of Trustees approve the acceptance of the California Space Authority (CSA) funding in the amount of \$25,000, the third and final year of a three year project. The funding period is from July 1, 2008 to January 31, 2009.

OVERVIEW

California Space Authority (CSA) received a three year grant from the Department of Labor to support the California aerospace industry.

ANALYSIS

Cerritos College will provide services encouraging high school students to enter technology and aerospace careers. These services complement the activities of the Cerritos College Center for Applied Competitive Technology (CACT).

FINANCIAL IMPLICATIONS

Cerritos College will receive \$25,000 from CSA. These funds will support 100% of this project's activities with no cost to the District.

CERRITOS COLLEGE

TO: Board of Trustees
FROM: William C. Farmer, Jr., Acting President/Superintendent **WCF**
PREPARED BY: Nick Kremer, Executive Dean Community, Industry and Technology Education
DATE: August 6, 2008
SUBJECT: Consideration of Approval of Perkins/VTEA Grant Honorarium

RECOMMENDATION

It is recommended that the Board of Trustees approve honorariums for the guest speakers listed below.

OVERVIEW

Under the Carl D. Perkins Vocational and Technical Act of 2006, Perkins funds (VTEA) will be utilized to develop new occupational classes and programs in order to improve and promote vocational and technical educational programs, services, and activities.

ANALYSIS

As part of the effort to grow the film production program, the Fine Arts Division has been awarded special funding from the Perkins (VTEA) program to hold a series of workshops conducted by industry experts during the 2008-09 academic year. These individuals represent all aspects of the industry and include prominent members of the industry. Some of the workshops will be held at the college and some at studio sites. These will be scheduled on an "as needed" basis.

Bill Walter
Cinematographer
Honorarium: \$250 per lecture
\$500 per workshop

Greg Robinson
Location Manager
Honorarium: \$250 per lecture
\$500 per workshop

FINANCIAL IMPLICATIONS

VTEA funds will be utilized for this expenditure. No district general funds will be used.

CERRITOS COLLEGE

TO: Board of Trustees
FROM: William C. Farmer, Jr., Acting President/Superintendent *WCF*
PREPARED BY: Nick Kremer, Executive Dean Community, Industry and Technology Education
DATE: August 6, 2008
SUBJECT: Consideration of Approval of MOUs with CMTC (California Manufacturing Technology Consulting)

RECOMMENDATION

It is recommended that the Board of Trustees approve the signing of two MOUs with CMTC (California Manufacturing Technology Consulting). One will be for the 2007-08 fiscal year to reflect a change of status and one will be for the 2008-09 fiscal year.

OVERVIEW

CMTC and Cerritos College have an existing relationship that has been governed by annual contracts including one for the 2007-08 fiscal year which was approved by the Board of Trustees on June 20, 2007. Due to audit findings in an audit of CMTC, the recommendation is to change the relationship with CMTC from a sub-recipient to that of a local partnership.

ANALYSIS

CMTC receives federal funding to operate a Manufacturing Extension Partnership. The college in turn assists CMTC in related outreach and training activities. While this relationship has previously been defined as the college being a sub-recipient and governed by a contract, a federal audit of CMTC determined that it should be legally redefined. CMTC and the college are redefining the relationship as a local partnership governed by an MOU.

In order to reflect this change from being a sub-recipient to a local partnership, the college and CMTC will execute two MOUs. The first will be for the time period of July 1, 2007 to June 30, 2008. All the activities in this MOU were covered and authorized in a contract that the Cerritos College Board of Trustees approved on June 20, 2007. The second MOU will cover the 2008-09 fiscal year.

FINANCIAL IMPLICATIONS

For the 2007-08 fiscal year there is no additional financial impact on the district beyond that in the contract previously approved by the Board of Trustees on June of 2007. For the 2008-09 fiscal year, the college will receive \$114,000 from CMTC to assist in delivering services and outreach.

CERRITOS COLLEGE

TO: Board of Trustees

FROM: William C. Farmer, Jr., Acting President/Superintendent *WCF*

REVIEWED BY: Jo Ann Higdon, Vice President Business Services *Jo Ann Higdon*

PREPARED BY: Lola Rizkallah, Director of Fiscal Services *Lola Rizkallah*

DATE: August 6, 2008

SUBJECT: **Consideration of Approval to Publicize Notice of Date, Time and Location of Public Hearing and the Availability of the Cerritos Community College District Proposed 2008-09 Adopted Budget for Public Inspection**

RECOMMENDATION

It is recommended that the Board of Trustees approve the publication of the notice of the date, time, and location of the Public Hearing and the availability of the Cerritos Community College District Proposed 2008-09 Adopted Budget for public inspection.

OVERVIEW

Title 5, Division 6, Chapter 9, Subchapter 4, Section 58301 requires Community College Districts to publish a notice in newspapers of general circulation, announcing the availability of the District's Proposed Adopted Budget for public inspection indicating the dates, times, and locations of the Public Hearing.

ANALYSIS

The notice providing the date, time, and location for public inspection of the Cerritos Community College District Proposed 2008-09 Adopted Budget, will be placed in local publications. These are daily, weekly and monthly publications covering the cities of Artesia, Bellflower, Cerritos, Downey, Hawaiian Gardens, Lakewood, La Mirada and Norwalk:

- 1) Los Angeles Times (Southeast Long Beach Edition)
- 2) Long Beach Press Telegram
- 3) Whittier Daily News
- 4) La Opinion (Spanish)
- 5) Los Cerritos Community News
- 6) Orange County Register
- 7) Downey Herald American

NOTICE OF PUBLIC HEARING
ON THE PROPOSED 2008-09 ADOPTED BUDGET OF
CERRITOS COMMUNITY COLLEGE DISTRICT
OF LOS ANGELES COUNTY

The governing board of Cerritos Community College District will hold a public hearing on the Proposed Adopted Budget of the District for the 2008-09 year prior to final adoption as required by Title 5, Division 6, Chapter 9, Subchapter 4, Section 58301.

The Public Hearing will be held at the Cerritos Community College "Cheryl A. Epple Board Room" on September 3, 2008, at 6:00 P.M. The public is cordially invited to attend this meeting.

The Proposed Adopted Budget will be on file and available for public inspection at the following location(s) should members of the public wish to review the Budget prior to the Public Hearing.

Location: Cerritos Community College, 11110 Alondra Blvd., Norwalk – President's Office and Vice President of Business Services Office; Date/Time: Wednesday, August 27, through Wednesday, September 3, 2008 between the hours of 8:00 a.m. and 4:30 p.m.

Berlanti A Rizkallah, Director of Fiscal Services

COUNSELOR HOURLY - ACADEMIC AFFAIRS

Reemployed

Name		Assignment	Salary Placement	Rate
Ochoa	Lorena	Project HOPE	C1	40.23

FACULTY HOURLY - BUSINESS EDUCATION

Reemployed

Name		Discipline	Salary Placement	Rate
Ramos	Gerardo	Business Administration	B1	48.83

New Hires

Name		Discipline	Salary Placement	Rate
Somoano	Rachel	Court Reporting	A1	48.83

FACULTY HOURLY - FINE ARTS & COMMUNICATIONS

Reemployed

Name		Discipline	Salary Placement	Rate
Aguilar	Amara	Journalism	B3	54.60
Bender	Linda	Journalism	A3	54.60
Bersaglieri	Andrea	Art & Design	B5	60.33
Carroll	Donald	Music	B4	57.46
Chen	Johanna	Music	B5	60.33
Da Silva	Paul	Music	B5	60.33
DiMichele	David	Art & Design	B5	60.33
Dimond	Teresa	Music	B5	60.33
Dinhaupt	George	Photography	A4	57.46
Doyle	John	Art & Design	B5	60.33
DuPlessis	Daniel	Art & Design	B2	51.71
Emmett	Karen	Photography	B5	60.33
Fertik	David	Theatre Arts	B5	60.33
Flanders	Mark	Photography	B5	60.33
Garner	Tracy	Art & Design	B1	48.83
Geckler	Megan	Art & Design	B5	60.33
Gordon	Charles	Art & Design	A2	51.71
Gresham	Ann	Music	B5	60.33
Grigoriev	Igor	Music	B5	60.33
Grollman	James	Theatre Arts	A5	60.33
Gutierrez	Charles	Music	B3	54.60
Guzak	Rebecca	Art & Design	B5	60.33
Hallback	Alan	Applied Music	B4	57.46
Hart	Victoria	Applied Music	B1	48.83
Holzhauser	Peter	Photography	A2	51.71
Hovind	Tor	Art & Design	B5	60.33
Immel, Jr.	Ralph	Music	B5	60.33
Inouye	Fang-Fang	Applied Music	B5	60.33
Isaacs	David	Music	B2	51.71
Kidd	Thomas	Art & Design	A3	54.60
Kubiak	Paul	Music	B5	60.33
Lacy	Ernest	Art & Design	B5	60.33
Lee	Sung Ae	Music	B4	57.46

FACULTY HOURLY - FINE ARTS & COMMUNICATIONS (Cont.)

Reemployed

			Salary	
Name		Discipline	Placement	Rate
Lopez	David	Applied Music	B2	51.71
Low	Sheree	Art & Design	B5	60.33
Marr	John	Music	B5	60.33
McLaughlin	Kate	Journalism Photography	B1	48.83
Medina	Anthony	Art & Design	B5	60.33
Mello	Christopher	Music	A2	51.71
Miller	Janet	Theatre Arts	A2	51.71
Nelson	Mark	Photography	B5	60.33
Piotrowski	Casey	Theatre Arts	B5	60.33
Robertshaw	Manon	Applied Music	A1	48.83
Rugg	Ken	Theatre Arts	B5	60.33
Russell	Bruce	Music	A3	54.60
Santos	Ron	Photography	B5	60.33
Schreiner	Gregory	Music	B5	60.33
Schwenkmeyer	Karen	Photography	B5	60.33
Shroeder	Lisa	Applied Music	A1	48.83
Simmons	Jim	Music	A2	51.71
Singh-Bischofberger	Surana	Art & Design	A2	51.71
Skaar	Suzan	Photography	B5	60.33
Swanson	Jessica	Art & Design	B3	54.60
Teran	Sergio	Art & Design	A2	51.71
Torres	Martin	Music	B5	60.33
Tsai	Shi-Ting	Music	B5	60.33
Velzaquez	Salvador	Theatre Arts	B5	60.33
Wagstaff	Daniel	Art & Design	A2	51.71
Walton	Etta	Theatre Arts	B5	60.33
Ward	Dave	Theatre Arts	B5	60.33
Weiss	Tracy	Art & Design	A4	57.46
Zamora	John	Theatre Arts	B5	60.33

New Hires

			Salary	
Name		Discipline	Placement	Rate
Kola-Bankole	Francine	Art	A1	48.83
Leach	Larry	Journalism	A1	48.83

FACULTY HOURLY - HEALTH OCCUPATIONS

Reemployed

			Salary	
Name		Discipline	Placement	Rate
Robinson	Esther	Nursing	B3	54.60

New Hires

			Salary	
Name		Discipline	Placement	Rate
Del Valle	Lupe	Clinical Nursing	A1	48.83
Sarbo	Linda	Dental Hygiene	A1	48.83

FACULTY HOURLY - HUMANITIES/SOCIAL SCIENCES**Reemployed**

Name		Discipline	Salary Placement	Rate
Marot	John	History	B3	54.60
Monge	Michael	Philosophy	A1	48.83
Ramirez	Adriana	History	B1	48.83
Sliff	Robert	Philosophy	B5	60.33
Smith	Steven	Psychology	B1	48.83

New Hires

Name		Discipline	Salary Placement	Rate
Gerdes	Kirsten	Philosophy	A1	48.83
Morales	Alberto	Anthropology	A1	48.83

FACULTY HOURLY - LIBERAL ARTS**Reemployed**

Name		Discipline	Salary Placement	Rate
Arguelles	Tony	English	B2	51.71
Daly	George	English	B5	60.33
Givens	Lori	English	A3	54.60
Harmon	James	English	A4	57.46
Hsiao	John	English	B1	48.83
Klein	Benjamin	English	A4	57.46
Landon	Ashley	English	B5	60.33
Meyer	Elisa	English	B3	54.60
Nave	Marquis	English	A3	54.60
Pappas	Gus	English	B1	48.83
Pham	Viethang	English	B1	48.83
Smith	Sean	English	A4	57.46
Yoneshige	Hope	English	B5	60.33
Zumaeta	Haydee	Foreign Language	B3	54.60

New Hires

Name		Discipline	Salary Placement	Rate
Asis	Brian	English	A1	48.83
Do	Tom	English	A1	48.83
Fernandez	Juan	English	A1	48.83
Greene	Chad	English	A1	48.83
Liang	Yuhua	Speech	A1	48.83
Ponce	Violeta	English	A1	48.83

FACULTY HOURLY - PE/ATHLETICS**Reemployed**

Name		Discipline	Salary Placement	Rate
Laut	Donald	Athletics	A1	48.83

New Hires

Name		Discipline	Salary Placement	Rate
Davidson	Rebekah	Dance	A1	48.83

FACULTY HOURLY - SCIENCE, ENGINEERING & MATHEMATICS

Reemployed

Name		Discipline	Salary	
			Placement	Rate
Allen	Matthew	Mathematics	B3	54.60
Bateman	Michael	Mathematics	B4	57.46
Bell	Priscilla	Chemistry	B5	60.33
Castillo	Lorena	Mathematics	B4	57.46
Crouch	Katherin	Biology	B5	60.33
Daigle	Maurice	Mathematics	B5	60.33
DeKraker	Daniel	Earth Science	B4	57.46
Dellaca	Roger	Computer & Info Sciences	B5	60.33
Douglass	Thomas	Biology	B5	60.33
Dukhovny	Olga	Chemistry	B4	57.46
El Abyad	Abdelwahab	Mathematics	B2	51.71
Fahmi	Ragaa	Mathematics	B5	60.33
Flores	Wilfredo	Mathematics	B5	60.33
Ford	Diane	Mathematics	B5	60.33
Garate	Joseph	Computer & Info Sciences	B5	60.33
Godwin	Susan	Mathematics	A5	60.33
Harris	Linda	Biology	B5	60.33
Hoang	Arthur	Chemistry	B5	60.33
Hoang	Thach	Chemistry	B5	60.33
Hugenberger	Scott	Physics	B4	57.46
Igolnikov	Mark	Mathematics	B5	60.33
Jagodina	Mariana	Mathematics	B3	54.60
Johnpeer	Gary	Earth Science	B5	60.33
Johnson	Kimberly	Biology	B3	54.60
Klinger	Lidiya	Mathematics	A2	51.71
Kong	Vincent	Chemistry	A1	48.83
Leipzig	Victor	Biology	B5	60.33
Leon	Juan	Mathematics	A2	51.71
Lopez	Maribel	Mathematics	B4	57.46
Lorenz	Todd	Biology	B1	48.83
Loveridge	Lee	Physics	A1	48.83
Marcus	Ted	Chemistry	B5	60.33
Martinez	Mario	Mathematics	A5	60.33
Mastro	Edwin	Biology	B5	60.33
McCance	Ian	Mathematics	B5	60.33
Morales	Gilbert	Biology	B5	60.33
Morcos	Tharwat	Mathematics	B5	60.33
Nguyen	Orchid	Mathematics	B2	51.71
Ninh	Joseph	Mathematics	B4	57.46
Pallwitz	Karla	Mathematics	B5	60.33
Palmier	Christine	Biology	B5	60.33
Pham	Ann	Mathematics	B3	54.60
Pham	Mai Anh	Mathematics	A4	57.46
Phan	Henry	Mathematics	B5	60.33
Price	Tiffany	Biology	A4	57.46
Roque	Tatiana	Mathematics	B2	51.71
Sak	Kathleen	Biology	B2	51.71
Seres	Frank	Mathematics	B4	57.46
Sterling	Merrick	Mathematics	A4	57.46
Surfas	Lesley	Earth Science	A2	51.71
Takahashi	Gloria	Biology	B5	60.33
Takeuchi	Kevin	Mathematics	A4	57.46
Tamminga	Scott	Biology	B5	60.33

FACULTY HOURLY - SCIENCE, ENGINEERING & MATHEMATICS (Cont.)

Reemployed

Name		Discipline	Salary Placement	Rate
Thissen	Michelle	Biology	B3	54.60
Torres	Maria de la Luz	Mathematics	B4	57.46
White-Howard	W. Leigh	Chemistry	B5	60.33
Yang	Catalina	Mathematics	B5	60.33

New Hires

Name		Discipline	Salary Placement	Rate
Dunham	John	Mathematics	A1	48.83
Sachdev	Vineeta	Chemistry	A1	48.83
Tse	Ing-Yung	Mathematics	A1	48.83

FACULTY HOURLY - TECHNOLOGY

Reemployed

Name		Discipline	Salary Placement	Rate
Henry	Charles	Engineering Design Technology	B5	60.33
Jackson	Lee	Machine Tool Technology	B5	60.33
Moraga	Pete	Engineering Design Technology	B5	60.33
O'Farrell	Fergus	Plastics	B2	51.71
Ponce Jr	Abel	Automotive Mechanical Repair	A2	51.71
Supple	Mary	Automotive Mechanical Repair	A\$	57.46
Valladares	Daniel	Engineering Design Technology	B2	51.71
Vernier	John	Woodworking	B2	51.71

FACULTY HOURLY - TECHNOLOGY

New Hires

Name		Discipline	Salary Placement	Rate
Aguirre	Anna	Cosmetology	A1	48.83
Fairchild	Patricia	Automotive Collision Repair	A1	48.83
Floyd	Lori	Cosmetology	A1	48.83
Rainville	Lori	Cosmetology	A1	48.83

COUNSELOR HOURLY - STUDENT SERVICES

Reemployed

Name		Assignment	Salary Placement	Rate
Villalpando	Celia	Matriculation	C1	40.23

New Hires

Name		Discipline	Salary Placement	Rate
Covarrubias	Deisy	Adult Education	C1	40.23

FACULTY HOURLY - COMMUNITY, INDUSTRY & TECHNOLOGY EDUCATION

Reemployed

Name		Assignment	Salary Placement	Rate
Barrera De Contreras	Gabriela	Adult Education	B2	51.71
Blair	Robert	Adult Education	B5	60.33
Cardonda	Rudy	Adult Education	B5	60.33
Casas	Ralph	Adult Education	B5	60.33
Chen	Lourdes	Adult Education	B5	60.33
Davis	Barbara	Adult Education	B5	60.33
De Jong	Henrietta	Adult Education	B5	60.33
Fiske	Robert	Adult Education	B5	60.33
Fugason	Dennis	Adult Education	B3	54.60
Garcia	Joseph	Adult Education	A1	48.83
Gonzalez	Gilda	Adult Education	A5	60.33
Greenhagen	Charles	Apprenticeship	B5	60.33
Hague	Sultan	Adult Education	B3	54.60
Kepler	Marc	Adult Education	B1	48.83
Kimura	Dana	Adult Education	A1	48.83
Kubiak	Paul	Adult Education	B5	60.33
LaVelle	Fredrick	Adult Education	B5	60.33
Layne	Jonathan	Adult Education	A1	48.83
Levy	Elijah	Adult Education	B5	60.33
Lozano	Jorge	Adult Education	B5	60.33
Mansell	Bonnie	Adult Education	B5	60.33
Martin	Lawrence	Adult Education	B5	60.33
Miller	Mary	Adult Education	B5	60.33
Mondaca	Frances	Adult Education	B5	60.33
Nava	Dolores	Adult Education	B5	60.33
Nunez	Maria	Adult Education	B5	60.33
Olivier	Stacy	Adult Education	B5	60.33
Pile	Leah	Adult Education	B5	60.33
Salaam	Shirley	Adult Education	B5	60.33
San Nicholas	Kathleen	Adult Education	B2	51.71
Sanchez	Sandra	Adult Education	B5	60.33
Savoy	Sharon	Adult Education	B5	60.33
Villar	Sergio	Adult Education	A4	57.46
Wyckhouse	Margaret	Adult Education	B4	57.46

EMPLOYMENT OF CLASSIFIED, SHORT-TERM, SUBSTITUTE,
AND/OR STUDENT HOURLY PERSONNEL

Consent
V.P

SHORT-TERM HOURLY EMPLOYMENT (AS NEEDED), VARIABLE HOURS PER DAY & DAYS PER WEEK, FOR A PERIOD NOT TO EXCEED JUNE 30, 2008 OR 175 TOTAL WORKDAYS, WHICHEVER OCCURS FIRST

Gamage, Sayure	Aide-General (Clerical)	\$8.00/hr	04/24/08
Becerra, Juana	Aide-General (Traffic Control Officer)	\$8.00/hr	05/30/08
Burdick, Leslie	"	"	05/31/08
Frazier, Dayvon	"	"	05/30/08
Garcia, Andres	"	"	"
Ochoa, Katerin	"	"	"
Cledjo, Kurt	Aide-Special (Tutor)	\$8.00/hr	05/25/08
Kochems, Brian	Clerk	\$8.64/hr	06/16/08
Cedillos, Mauricio	Intermediate Typist Clerk	\$9.56/hr	06/12/08
Gallardo, Alma	"	"	06/16/08
Pimentel, Susana	Instructional Aide I	\$21.49/hr	06/01/08
Garcia, Andrea	Aquatics Specialist	\$10.11/hr	06/27/08
Vega, Denise	"	"	"
Ceballos, Janae	Cont. Ed. Specialist (Cultural Arts)	\$28.07/hr	06/20/08
Marroquin, Sonia	"	"	06/01/08
McMillen, Lana	"	"	"
Clemans, Susanna	Community Education Specialist	\$29.15/hr	06/30/08
Livingston, Robert	Cont. Ed. Specialist (Business Tech.)	\$50.52/hr	02/28/08
Supple, Marty	"	"	05/28/08
Thomas, Clark	"	"	06/01/08

SUBSTITUTE HOURLY EMPLOYMENT (AS NEEDED) – (2008 – 2009 School Year)

Aranda, Oscar	Custodian	\$9.76/hr	07/01/08
Rodriguez, Nancy	Child Development Center Teacher (Grade I)	\$20.66/hr (1)	07/01/08
Sanchez, Rosa	"	\$21.69/hr (2)	"
Zendejas Sevilla, Daissy	Child Development Center Teacher (Grade II)	\$21.69/hr (1)	07/01/08
Montoro, Diana	Child Development Center Teacher (Grade IV)	\$23.91/hr (1)	07/01/08

Presented to the Board of Trustees 8/06/08

SHORT-TERM HOURLY EMPLOYMENT (AS NEEDED), VARIABLE HOURS PER DAY & DAYS PER WEEK, FOR A PERIOD NOT TO EXCEED JUNE 30, 2009 OR 175 TOTAL WORKDAYS, WHICHEVER OCCURS FIRST

Abdelmalak, Nagwa	Aide-General (Clerical)	\$8.00/hr	07/01/08
Astorga, Delia	"	"	"
Bruce, Rachel	"	"	"
Buhay, Renatividad	"	"	"
Cruz, Catherine	"	"	"
Aguado, Michael	Aide-General (Lab)	\$8.00/hr	07/01/08
Bartolone, Anthony	"	"	"
Batres, Susana	"	"	"
Belzunce, Albert	"	"	"
Buck, Kingston	"	"	"
Cheng, I-Chen	"	"	"
Coleman, Candice	"	"	"
Bermudez, Edna	Aide-General (Traffic Control Officer)	\$8.00/hr	07/01/08
Burdick, Leslie	"	"	"
Castro, Eduardo	"	"	"
Al Penia, Elaine	Clerk	\$8.64/hr	07/01/08
Cruz, Laura A.	Aide-Special (Costume Technician)	\$9.99/hr (3)	07/01/08
Bagley, Barbara	PBX Operator/Receptionist	\$9.07/hr	07/01/08
Brown, Carolyn	"	"	"
Abudeye, Raymond	Instructional Aide I	\$9.99/hr (2)	07/01/08
Aguirre, Brenda	"	\$10.51/hr (3)	"
Alvarez, Aaron	"	\$9.56/hr (1)	"
Alvarez, Jonathan	"	\$9.99/hr (2)	"
Ballogg, Margarete	"	\$10.51/hr (3)	"
Chagolla, Albert	"	"	"
Coz De Gozalo, Gianela	"	\$9.99/hr (2)	"
Crother, Patricia	"	\$10.51/hr (3)	"
Pimentel, Susana	"	\$21.49/hr	"
Ayala, Guadalupe	Intermediate Clerk	\$9.56/hr	07/01/08
Barrera, Elizabeth	Intermediate Typist Clerk	\$9.56/hr	07/01/08
Bedolla, Thomas	"	"	"
Bello, Rosalinda	Admissions and Records Assistant	\$9.76/hr	07/01/08
Aranda, Oscar	Custodian	\$9.76/hr	07/01/08
Castelo, Elizabeth	Senior Typist Clerk	\$9.99/hr	07/01/08
* Chapman, Wayne	Sports Publicist	\$9.99/hr	07/01/08
Alvarez Macias, Jose	Account Technician II	\$10.77/hr	07/01/08

SHORT-TERM HOURLY EMPLOYMENT (AS NEEDED), VARIABLE HOURS PER DAY & DAYS PER WEEK, FOR A PERIOD NOT TO EXCEED JUNE 30, 2009 OR 175 TOTAL WORKDAYS, WHICHEVER OCCURS FIRST

Boss, Brian	Admissions & Records Account Clerk	\$10.77/hr	07/01/08
Candelario, Manuel	Program Assistant II	\$11.34/hr	07/01/08
Avila, Viridiana	Student Affairs Technician	\$11.60/hr	07/01/08
Acosta, Brianne	Sports Specialist	\$11.77/hr	07/01/08
Aguirre, Laura	Instructional Aide II	\$12.81/hr (1)	07/01/08
Babcock, Paul	"	"	"
Bradbury, Lloyd	"	"	"
Chen, Wilson	"	\$14.13/hr (3)	"
Brown, Melinda	Program Facilitator	\$13.79/hr	07/01/08
Bruce, Rachel	"	"	"
Bautista, Osbaldo	Student Affairs Assistant	\$13.79/hr	07/01/08
Campos, Valentin	Technical Director/Designer	\$14.79/hr	07/01/08
Corrales, Alida	Certified Medical Assistant	\$16.00/hr	07/01/08
Calderon, David	Cont. Ed. Specialist (Arts & Crafts)	\$22.45/hr	07/01/08
Choi, Ji Hye	"	"	"
Gonzalez, Debra	Child Development Center Teacher Grade III	\$27.68/hr (5)	07/01/08
Suleiman, Reema	"	\$22.78/hr (1)	"
Bender, Heidi	Cont. Ed. Specialist (Cultural Arts)	\$28.07/hr	07/01/08
Ceballos, Janae	"	"	"
Feist, Astrid	Child Development Center Teacher Grade IV	\$29.05/hr (5)	07/01/08
Alcaraz, Cynthia	Community Education Specialist	\$29.15/hr	07/01/08
Alexander, Cynthia	"	"	"
Ayala, Martin	"	"	"
Barnett, Glenn	"	"	"
Bender, Linda	"	"	"
Carreon, Lora	"	"	"
Clark, Shirley	"	"	"
Crain, Diana	"	"	"
Ackland, Dean	Cont. Ed. Specialist (Business Tech)	\$50.52/hr	07/01/08
Alvarado, Luz	"	"	"
Andrade, Israel	"	"	"
Barron, Daniel	"	"	"

SHORT-TERM HOURLY EMPLOYMENT (AS NEEDED), VARIABLE HOURS PER DAY & DAYS PER WEEK, FOR A PERIOD NOT TO EXCEED JUNE 30, 2009 OR 175 TOTAL WORKDAYS, WHICHEVER OCCURS FIRST

Binning, Deborah	Cont. Ed. Specialist (Health Occ.)	\$50.52/hr	07/01/08
Chou, Jeanie	"	"	"
Cisneros, Carol	"	"	"
Baron, Tony	Project Specialist Technical Level I	\$75.00/hr	07/01/08

CERRITOS COMMUNITY COLLEGE DISTRICT
MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
SEPTEMBER 3, 2008

- I. CALL TO ORDER The meeting was called to order at 6:00 p.m. by Mr. Epple, the Board Vice President. Those present were Ms. Carmen Avalos, Dr. Tina Cho, Dr. Ted Edmiston, Mr. Bob Epple, Dr. Bob Hughlett, Mr. Tom Jackson, and Jason Macias, Student Trustee. Mr. Bob Arthur was absent. Others present were the Acting President of the College, Interim Vice President of Business Services, Vice President of Student Services, Faculty Senate President and the CSEA President.
- II. PLEDGE OF ALLEGIANCE The flag salute was led by Mr. Macias.
- III. APPROVAL OF MINUTES
- A. It was moved by Mr. Jackson and seconded by Dr. Edmiston to approve the minutes of the regular meeting of June 18, 2008 (Revised). The vote for approval was 5-0-1; Dr. Hughlett abstained.
- B. It was moved by Mr. Jackson and seconded by Ms. Avalos to approve the minutes of the regular meeting of August 6, 2008. The vote for approval was 5-0-1; Dr. Hughlett abstained.
- IV. INSTITUTIONAL PRESENTATIONS
Employee of the Month Mr. Farmer presented Amber Major and Maricela Pedroza with Outstanding Classified Employee Awards for the months of June and July 2008.
- V. PUBLIC PRESENTATIONS There were no public presentations.
- VI. CONSENT AGENDA It was moved by Dr. Edmiston and seconded by Dr. Hughlett to approve the consent agenda and addendum. The vote for approval was unanimous.
- A. Accepted gifts with letters of thanks to the following:
- Essential tools valued at \$3,605
Donated by: Doyle Delph
General Motors Corporation
2909 Pacific Coast Highway
Torrance, CA 90505
 - Miscellaneous pipe
Donated by: Gary Johnson, Vice President
ACE Clearwater Enterprises
19815 Magellan Drive
Torrance, CA 90505
 - Massage Table and Carrying Case
Donated by: Karen Bertelsen
3450 Josie Avenue
Long Beach, CA 90805
- B. Approved Perkins/VTEA Grant Honorarium, as attached.
- C. Approved Stipend to Manager for Duties Unrelated to Current Assignment, as attached.
- D. Accepted Bid #0809-01, Cerritos College Communications Site Lease, as attached.

- E. Accepted Resolution No. 08-08 Authorizing Board Members and Certain Employees of the Cerritos Community College District to Sign Documents for the Period September 4, 2008 through December 31, 2008, as attached.
- F. Approved Contracts as follows:

Courses

NEW

1. El Proyecto Del Barrio
GED, Math, Reading & Work Readiness Courses – North Valley CITE
To provide vocational training and customized courses in GED, basic math, and reading and work readiness. For period July 1, 2008 through June 30, 2009. Classes delivered will be mutually agreed upon and provided for an amount not to exceed \$80,000. This fee will provide funds for 100% of this project's activities with no cost to the District.
2. El Proyecto Del Barrio
GED, Math, Reading & Work Readiness Courses – South Valley CITE
To provide vocational training and customized courses in GED, basic math, and reading and work readiness. For period July 1, 2008 through June 30, 2009. Classes delivered will be mutually agreed upon and provided for an amount not to exceed \$80,000. This fee will provide funds for 100% of this project's activities with no cost to the District.

License

RENEWAL

3. Foundation for California Community Colleges (FCCC)
Computerland of Silicon Valley
Microsoft Campus Agreement
Information Technology
For an annual license for the major Microsoft products – Office for PC and Macintosh (Word, Outlook, Excel, Access, PowerPoint, Internet Explorer), including SharePoint, Visual Studio Professional, Windows XP, and SQL Server CAL (client access licenses) and several server licenses. For period October 1, 2008 through September 30, 2009. Total cost will be \$61,904.50 with funding from the Information Technology Division.

Medical

RENEWAL

4. Hacienda-La Puente Unified School District
Speech Language Pathology Assistant Program
Health Occupations
To continue to provide clinical/practicum experiences for students enrolled in the speech-language pathology assistant program. For period July 1, 2008 through July 1, 2010. No cost to the District.
5. St. Jude Medical Center
Physical Therapist and Speech Language Pathology Assistant Programs
Health Occupations
To continue to provide clinical/practicum experiences for students enrolled in the physical therapist and speech-language pathology assistant program. For period September 1, 2008 through September 1, 2010. No cost to the District.

Services

NEW

6. Foothill College

Proctor Exam.

Library & Learning Resource Center

To proctor exams for students from other institutions and testing

agencies. For period September 4, 2008 through September 4, 2010.

The District will receive \$15.00 per student and test. No cost to the

District.

G. Approved and/or Ratified Resignation(s) Accepted by the President/Superintendent, as follows:

Childress, Patricia, Administrative Secretary - Confidential (Information Technology Department), effective July 31, 2008

Nabulsi, Abir, Intermediate Typist Clerk (Liberal Arts Division), effective September 19, 2008

H. Approved Employment of Temporary and/or Substitute Hourly Faculty Personnel, as needed for 2008-2009 Academic Year, as attached.

I. Approved and/or Ratified Employment of 2008 Summer Session Faculty Personnel, as attached.

J. Approved and/or Ratified Employment of Classified, Short-Term, Substitute, and/or Student Hourly Personnel, as attached.

Added by addendum:

Re-Entry Resource Specialist @ 32-1 (\$3,465.00 per month) effective September 8, 2008: Shannon Estrada (Career Services)

VII. ADMINISTRATIVE MATTERS

A. As information, the Board book contained College Coordinating Committee Minutes for May 19, 2008.

B. It was moved by Dr. Hughlett and seconded by Dr. Edmiston to nominate Carmen Avalos for Membership to the Los Angeles County Committee on School District Organization (County) Committee for the election to be held October 2008. The vote for approval was unanimous.

C. It was moved by Dr. Hughlett and seconded by Mr. Jackson to approve the Cerritos College Foundation Cost/Benefits to District for 2007-2008, as attached. The vote for approval was unanimous.

VIII. REPORTS

A. Board of Trustees

Mr. Jackson thanked staff for a successful Campus Kick-Off event. He also thanked Mr. Farmer for his decision to reprint the course catalog. He concluded by requesting updates regarding construction on campus. It was mentioned that there is an archive of updates at www.cerritos.edu and that e-mails are sent to employees on campus.

Ms. Avalos congratulated Cerritos College assistant women's water polo coach Brenda Villa for her accomplishments in this year's Olympics.

Dr. Hughlett stated that the updates from Mr. Farmer have been great. He added that he appreciates the updates regarding Project HOPE and the Agenda for Student Success as well. He concluded by stating that the Campus Kick-Off event was terrific.

Mr. Macias stated that he enjoyed the Campus Kick-Off event and added that Faculty Senate presents great ideas.

B. Faculty and Staff Leadership

Dr. Reece shared an update on the Agenda for Student Success and encouraged Board involvement.

Ms. Laughon thanked Rosemarie Medina for speaking on behalf of CSEA at the Campus Kick-Off event. She congratulated Ms. Major and Ms. Pedroza and acknowledged the recently revamped Employee of the Month committee.

C. Acting President/Superintendent and Vice Presidents

Mr. Farmer shared several updates with the Board. He indicated that the Greater Los Angeles New Car Dealers Association has donated \$500,000 for the new automotive building.

Dr. Albanese provided a brief update on the state budget and added that the college's fiscal reserves have been invaluable during this time.

Dr. Johnson acknowledged Ni Bueno and Dr. Dan Smith for a successful athletics orientation assembly. He informed the Board that Financial Aid has developed a program for former foster youth titled "Leaders Involved in Creating Change" (L.I.N.C.) that is proving to be very successful.

IX. CLOSED SESSION

The Board adjourned to closed session at 6:39 p.m.

X. RECONVENE

The Board reconvened at 7:10 p.m.

Read Out

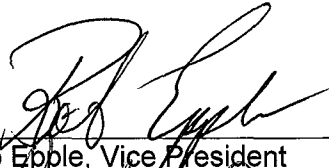
Dr. Hughlett reported that in closed session the Board of Trustees took action to approve the contract for employment of Dr. Marilyn G. Brock as the Interim Vice President of Academic Affairs/Assistant Superintendent with employment to be effective beginning October 1, 2008. The vote for approval was unanimous.

XI. ADJOURNMENT

The meeting was adjourned at 7:11 p.m.

XII. NEXT REGULAR MEETING

The next regular meeting of the Board of Trustees is scheduled for Wednesday, September 17, 2008 at 6:00 p.m.



Bob Epple, Vice President



Dr. Bob Hughlett, Secretary

CERRITOS COLLEGE

TO: Board of Trustees
FROM: William C. Farmer, Jr., Acting President/Superintendent *WCF*
PREPARED BY: Nick Kremer, Executive Dean Community, Industry and Technology Education
DATE: September 3, 2008
SUBJECT: Consideration of Approval of Perkins/ VTEA Grant Honorarium

RECOMMENDATION

It is recommended that the Board of Trustees approve honorariums for the guest speakers listed below.

OVERVIEW

Under the Carl D. Perkins Vocational and Technical Act of 2006, Perkins funds (VTEA) will be utilized to develop new occupational classes and programs in order to improve and promote vocational and technical educational programs, services, and activities.

ANALYSIS

As part of the effort to grow the film production program, the Fine Arts Division has been awarded special funding from the Perkins (VTEA) program to hold a series of workshops conducted by industry experts during the 2008-09 academic year. These individuals represent all aspects of the industry and include prominent members of the industry. Some of the workshops will be held at the college and some at studio sites. These will be scheduled on an "as needed" basis.

Jerry (Gerald) Wolfe
Sound Mixer

Honorarium: \$250 per lecture
\$500 per workshop

Sync Masters, Inc.
Music Composers

Honorarium: \$250 per lecture
\$500 per workshop

Greg Robinson
Location Scout

Honorarium: \$250 per lecture
\$500 per workshop

FINANCIAL IMPLICATIONS

VTEA funds will be utilized for this expenditure. No district general funds will be used.

CERRITOS COLLEGE

TO: Board of Trustees
FROM: William C. Farmer Jr., Acting President *WCF*
REVIEWED BY: Dan O'Rourke, Acting Director, Human Resources *DOTZ*
Lola Rizkallah, Director, Fiscal Services *Lola Rizkallah*
DATE: September 3, 2008
SUBJECT: **Consideration of Approval to Pay Stipend to Manager for Duties Unrelated to Current Assignment**

RECOMMENDATION

It is recommended that the Board of Trustees approve payment of a stipend of \$16,864.98 to Linda Rose, Instructional Dean of Liberal Arts, for her work as Administrative Co-Chair of the 2008 accreditation self study.

OVERVIEW

Cerritos College has historically had both a faculty and an administrative co-chair of its accreditation self study. For the 2008 accreditation visit, the administrative co-chair was Linda Rose. The college has historically given the administrator a stipend for co-chairing the self study based on hours spent on the self study over and above the administrator's regular work assignment.

ANALYSIS

Board policy 7109.3, adopted on February 5, 2003, provides for extra pay for managers with non-faculty assignments that are not related to the manager's current assignment. The administrative procedure for Board Policy 7109.3 specifies that the hourly rate of pay is calculated by taking the manager's monthly rate of pay and dividing it by 173.33 work hours. Dr. Rose worked a total of 338 hours on the accreditation self study over five (5) semesters and two (2) summers. This service was rendered over and above her full-time instructional dean assignment.

FINANCIAL IMPLICATIONS

The funds for Dr. Rose's stipend were included in the accreditation budget for 2007-08.

CERRITOS COLLEGE

TO: Board of Trustees
FROM: William C. Farmer, Jr., Acting President/Superintendent *WCF*
REVIEWED BY: Jim Albanese, Interim Vice President of Business Services
PREPARED BY: Jenney Ho, Director of Purchasing
DATE: September 3, 2008
SUBJECT: **Consideration of Approval of Bid #0809-01, Cerritos College
Communications Site Lease**

RECOMMENDATION

It is recommended that the Board of Trustees accept the bid from AT & T for the annual amount of \$24,000.

OVERVIEW

On March 7, 2007, the Board of Trustees approved Resolution No. 07-01, Notice of Intent to Lease Surplus Real Property for Communication Sites purposes, and instructed the Director of Purchasing to proceed with the bid process.

ANALYSIS

The Purchasing Department advertised and sent out invitations to bid and received one response.

FINANCIAL IMPLICATIONS

The amount of the highest bid is \$2,000 per month. The lease with AT & T will generate \$24,000 per year in revenue for the District.

CERRITOS COLLEGE

TO: Board of Trustees

FROM: William C. Farmer, Jr., Acting President/Superintendent *WCF*

REVIEWED BY: James A. Albanese, Interim Vice President of Business Services *J.A.*

PREPARED BY: Lola Rizkallah, Director of Fiscal Services *Lola Rizkallah*

DATE: September 3, 2008

SUBJECT: Consideration of Approval of Resolution No. 08-08 Authorizing Board Members and Certain Employees of the Cerritos Community College District to Sign Documents for the Period September 4, 2008 through December 31, 2008.

RECOMMENDATION

It is recommended that the Board of Trustees approve Resolution No. 08-08, authorizing members and officers of the Board and certain employees to sign designated documents for the Cerritos Community College District, as required, for the period September 4, 2008 through December 31, 2008.

OVERVIEW

The Board of Trustees must officially authorize board members and certain employees to sign documents for the District.

ANALYSIS

Following the appointment of certain employees of the Cerritos Community College District, (Mr. William C. Farmer and Mr. James A. Albanese), it is required that a new Certificate of Signatures be approved, effective September 4, 2008. Attached is the Resolution which, when complete, will authorize officers of the Board, Board Members, and certain employees of the Cerritos Community College District to sign designated documents for the period September 4, 2008 through December 31, 2008.

FINANCIAL IMPLICATIONS:

No financial impact.

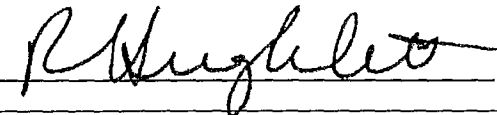
RESOLUTION #08-08

CERRITOS COMMUNITY COLLEGE DISTRICT

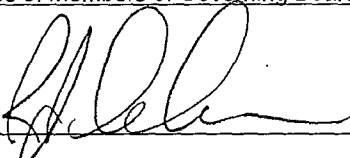

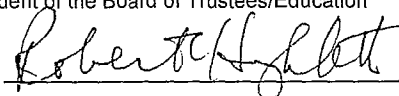
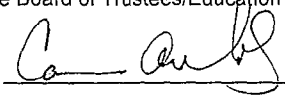
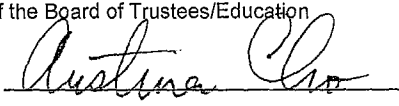
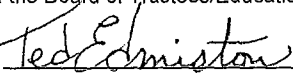
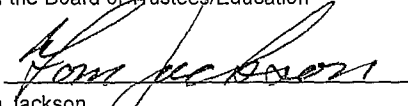
As Clerk/Secretary to the governing board of the above named school district, I certify that the signatures shown below in Column 1 are the verified signatures of the members of the governing board. I certify that the signatures as shown in Column 2 are the verified signatures of the person or persons authorized to sign Notices of Employment, Contracts, and Orders drawn on the funds of the school district. These certifications are made in accordance with the provisions of Education Code Sections below. * If persons authorized to sign orders as shown in Column 2 are unable to do so, the law requires the signatures of the majority of the governing board.

These approved signatures are valid for the period of: September 4, 2008 to December 31, 2008 in accordance with governing board approval dated September 3, 2008.

NOTE: Please TYPE name under signature.

Signature 

Clerk (Secretary) of the Board

<u>Column 1</u>	<u>Column 2</u>
<u>Signatures of Members of Governing Board</u>	<u>Signatures of Personnel and/or Members of the Governing Board authorized to sign Warrants, Orders for Salary Payment, Notices of Employment, and Contracts:</u>
Signature: <u></u>	Signature: _____
Type: Robert Arthur President of the Board of Trustees/Education	Type: William C. Farmer, Jr. Title: Acting President/Superintendent
Signature: <u></u>	Signature: _____
Type: Robert Epple Vice President of the Board of Trustees/Education	Type: James A. Albanese Title: Interim Vice President of Business Services/Asst Superintendent
Signature: <u></u>	Signature: _____
Type: Robert C. Hughlett Clerk of the Board of Trustees/Education	Type: Stephen B. Johnson Title: Vice President of Student Services/Asst Superintendent
Signature: <u></u>	Signature: _____
Type: Carmen Avalos Member of the Board of Trustees/Education	Type: Berlanti A. Rizkallah Title: Director of Fiscal Services
Signature: <u></u>	Signature: _____
Type: Dr. Austina Cho Member of the Board of Trustees/Education	Type: Jenney Ho Title: Director of Purchasing
Signature: <u></u>	
Type: Dr. Theodore Edmiston Member of the Board of Trustees/Education	
Signature: <u></u>	
Type: Tom Jackson Member of the Board of Trustees/Education	

If the Board has given special instructions for signing warrants or orders, please attached a copy of the resolution to this form.

*K-12 District
42222

Community College Districts
85232

Number of signatures required:

On Orders of Payment _____
 "A" Warrants _____
 "B" Warrants _____
 On Notice of Employment _____

COUNSELOR HOURLY - ACADEMIC AFFAIRS

Name	Discipline	Placement	Rate
Mendoza Myrna	Project HOPE	C1	40.23

FACULTY HOURLY - BUSINESS EDUCATION

Reemployed

Name	Discipline	Placement	Salary	Rate
Bennett Malcolm	Real Estate	A4		57.46
Chu Alice	Accounting	B2		51.71
Cordts Arthur	Accounting	A2		51.71
Gordon George	Real Estate	A4		57.46
Greene Neal	Business Administration	A1		48.83
Murray Mimi	Court Reporting	A3		54.60
Ortiz Margarita	Court Reporting	B2		51.71
Osorio Kay	Accounting	A2		51.71
Pou Norma	Court Reporting	A3		54.60
Shanteler Kathyne	Court Reporting	A2		51.71
Starbuck Sandi	Court Reporting	B2		51.71

New Hires

Name	Discipline	Placement	Salary	Rate
Gregor Carolyn	Court Reporting	A1		48.83
Schaeffer Susan	Court Reporting	A1		48.83
Sheng Stacie	Court Reporting	A1		48.83

FACULTY HOURLY - FINE ARTS & COMMUNICATIONS

Reemployed

Name	Discipline	Placement	Salary	Rate
Bronte Andrea	Art & Design	A3		54.60

New Hires

Name	Discipline	Placement	Salary	Rate
Kauk Melissa	Art & Design	A1		48.83
Misanchuk-Wood Rose	Art & Design	A1		48.83
Neuwalder Janet	Art & Design	A1		48.83
Peshek Brian	Art & Design	A1		48.83
Rosillo Juan	Art & Design	A1		48.83
Smith Todd	Art & Design	A1		48.83

FACULTY HOURLY - HEALTH OCCUPATIONS

Reemployed

Name	Discipline	Placement	Salary	Rate
Horvath Lindsey	Speech Pathology Assistant	A3		54.60
Lew Ernest	Culinary Arts	A4		57.46
Roberts Lynda	Child Development	B5		60.33

FACULTY HOURLY - HEALTH OCCUPATIONS (Cont)**New Hires**

Name		Discipline	Salary Placement	Rate
Silva	Joel	Dental Assisting	A1	48.83
Wisinski	Kathleen	Clinical Nursing	A1	48.83

FACULTY HOURLY - HUMANITIES/SOCIAL SCIENCES**Reemployed**

Name		Discipline	Salary Placement	Rate
Kern	John	Political Science	B1	48.83
Luty	Anna	Interdisciplinary Studies	A2	51.71
Westbrook	Nathan	Psychology	B1	48.83

New Hires

Name		Discipline	Salary Placement	Rate
Schappell	Donna	History	A1	48.83
Bentley	Mara	Psychology	A1	48.83
Chaney	Van	Political Science	A1	48.83
Francis	Tami	Education	A1	48.83
Kelsey	David	Philosophy	A1	48.83
Nowicki	Dale	Administration of Justice	A1	48.83
Spence	Robin	History	A1	48.83

FACULTY HOURLY - LIBERAL ARTS**Reemployed**

Name		Discipline	Salary Placement	Rate
Aguado	Cynthia	ESL	B5	60.33
Cole	Stephanie	English	B5	60.33
Dobrian	Fred	Foreign Language	B3	54.60
Gigliotti	Dana	Reading	B3	54.60
Magabo	Susan	Reading	A2	51.71
Majam-Finch	Danielle	ESL	B5	60.33
Milnich	Mark	English	B4	57.46
Persaud	Philip	English	B1	48.83
Riccio	Linda	English	B5	60.33
Tashima	John	English	B1	48.83
Tilley	Gerald	Reading	B5	60.33
Williams	Roberta	Reading	A1	48.83

New Hires

Name		Discipline	Salary Placement	Rate
Cano	Andrea	ESL	A1	48.83
Chang	Chiaohao	Foreign Language	A1	48.83
Rennie	Renee	English	A1	48.83
Tracy	Lucia	Reading	A1	48.83

FACULTY HOURLY - PE/ATHLETICS**Reemployed**

Name		Discipline	Salary Placement	Rate
Berro	Tara	Athletics	B1	48.83

New Hires

Name		Discipline	Salary Placement	Rate
Calvert	Sherry	Physical Education	A1	48.83
Coliflores	Vicmar	Physical Education	A1	48.83
Lampe	Holly	Dance	A1	48.83
Ramos	Dolores	Physical Education	A1	48.83
Raniewicz	Trisha	Physical Education	A1	48.83

FACULTY HOURLY - SCIENCE, ENGINEERING & MATHEMATICS**Reemployed**

Name		Discipline	Salary Placement	Rate
Chamras	Sevada	Chemistry	B5	60.33
Corbin	Steve	Computer & Information Sciences	B5	60.33
Forbes	Junko	Mathematics	B2	51.71
Hughes	Gale	Mathematics	B5	60.33
Johnson	Johnny	Mathematics	A3	54.60
Ly	Lisa	Mathematics	B4	57.46
Mera	Carlos	Physics	B5	60.33
Moussa	Nazeem	Physics	B4	57.46
Nguimdjou	Emmanuel	Mathematics	A2	51.71
Ysais	Rey	Mathematics	B5	60.33

New Hires

Name		Discipline	Salary Placement	Rate
Conley	John	Geography	A1	48.83
Lopez	Marco	Chemistry	A1	48.83
Pandya	Raj	Astronomy	A1	48.83
Rodriguez	Richard	Chemistry	A1	48.83
Wang	Paul	Mathematics	A1	48.83

FACULTY HOURLY - TECHNOLOGY**Reemployed**

Name		Discipline	Salary Placement	Rate
Barlow	Christopher	Automotive Mechanical Repair	A4	57.46
Cook	Kenneth	Automotive Collision Repair	B3	54.60
Gurrola	Carlos	Plastics	A4	57.46
Hernandez	Benjamin	Woodworking	B3	54.60
Koford	Brian	Woodworking	A5	60.33
Maluso	Patrick	Plastics	A2	51.71
Murillo	Antonio	Plastics	B5	60.33
Ortega	Rudy	Automotive Collision Repair	B5	60.33
Ouwehand	Michael	Woodworking	B4	57.46

FACULTY HOURLY - TECHNOLOGY (Cont)**Reemployed**

Name		Discipline	Salary Placement	Rate
Paul	Daniel	Architecture	A4	57.46
Rock	Eugene	Cosmetology	B3	54.60
Sanchez	Carlos	Woodworking	A5	60.33
Taber	Charles	Welding	A2	51.71
Tomaselli	Melchorie	Cosmetology	B5	60.33
Williams	Harry	Woodworking	A3	54.60
Williams	Lisa	Cosmetology	B5	60.33
Wilson	Esther	Cosmetology	B3	54.60

New Hires

Name		Discipline	Salary Placement	Rate
Bettencourt	Madeline	Cosmetology	A1	48.83
Christian	Suzette	Cosmetology	A1	48.83

COUNSELOR HOURLY - STUDENT SERVICES**Reemployed**

Name		Assignment	Salary Placement	Rate
Brambilla	Nancy	CalWORKs	C2	43.10
Kim	Jong	CalWORKs	C2	43.10
Pizer	Janis	CalWORKs	C2	43.10
Wiggins	Lynell	Counseling	C1	40.23

FACULTY HOURLY - STUDENT SERVICES**Reemployed**

Name		Assignment	Salary Placement	Rate
Arroyo	Jose	DSPS	B1	48.83

FACULTY HOURLY - COMMUNITY, INDUSTRY & TECHNOLOGY EDUCATION**Reemployed**

Name		Assignment	Salary Placement	Rate
Kim	Seong Joo	Pathway Programs	B2	51.71
Nava	Dolores	Pathway Programs	B5	60.33
Polo	Carol	Pathway Programs	A2	51.71

New Hires

Name		Assignment	Salary Placement	Rate
Williams-Manser	Danylle	Pathway Programs	A1	48.83

BUSINESS EDUCATION

Part-Time Instructors

Name		Discipline	Salary Placement	Rate
Molyneux	Thomas	Business Administration	A1	48.83
Starbuck	Sandi	Court Reporting	B1	48.83

STUDENT SERVICES

Part-Time Counselors

Name		Discipline	Salary Placement	Rate
Covarrubias	Deisy	Adult Education	C1	40.23

EMPLOYMENT OF CLASSIFIED, SHORT-TERM, SUBSTITUTE,
AND/OR STUDENT HOURLY PERSONNEL

SHORT-TERM HOURLY EMPLOYMENT (AS NEEDED), VARIABLE HOURS PER DAY & DAYS
PER WEEK, FOR A PERIOD NOT TO EXCEED JUNE 30, 2008 OR 175 TOTAL WORKDAYS,
WHICHEVER OCCURS FIRST

Hunt, Sarah	Aide General (Laborer)	\$8.00/hr	02/26/08
Guerrero, Christopher	Aquatics Specialist	\$10.11/hr	06/27/08
Tebbutt, Cori	"	"	"
Poompan, Michelle	Instructional Aide II	\$12.81/hr	06/09/08
Bueno, Ni	Community Education Specialist	\$29.15/hr	06/02/08
Kerr, Janet	Cont. Ed. Specialist (Business Tech.)	\$50.52/hr	05/15/08

SUBSTITUTE HOURLY EMPLOYMENT (AS NEEDED) - (2008 - 2009 School Year)

Adams, Betsy	Custodian	\$9.76/hr	07/01/08
Figueroa, Jose	"	"	"
Garcia, Raymond	"	"	"
Gasca, Arturo	"	"	"
Gonzalez, Silvano	"	"	"
Guevara, Susan	"	"	"
Gutierrez, Jaime	"	"	"
Hammer, Michael	"	"	"
Hernandez, Rudy	"	"	"
Hernandez, Zoraida	"	"	"
Lee, Frank	"	"	"
Lopez, Martin	"	"	"
Luna Jr., Daniel	"	"	"
Mathews, Jesse	"	"	"
Medrano, Guillermo	"	"	"
Quiroz, Juan	"	"	"
Ramirez, Maria	"	"	"
Rios, Jose	"	"	"
Santos, Jose	"	"	"
Saucedo, Denise	"	"	"
Saude, Isaura	"	"	"
Thompson, George	"	"	"
Toscano, Ruben	"	"	"
Zavala, Jose	"	"	"
Gasca, Arturo	Gardener/Groundskeeper	\$9.99/hr	07/01/08
Hernandez, Rudy	"	"	"
Lopez, Martin	"	"	"

SUBSTITUTE HOURLY EMPLOYMENT (AS NEEDED) - (2008 - 2009 School Year)

Luna Jr., Daniel	Gardener/Groundskeeper	\$9.99/hr	07/01/08
Medina, George	"	"	"
Medrano, Guillermo	"	"	"
Rios, Jose	"	"	"
Wade, Charles	"	"	"
Zavala, Jose	"	"	"

SHORT-TERM HOURLY EMPLOYMENT (AS NEEDED), VARIABLE HOURS PER DAY & DAYS PER WEEK, FOR A PERIOD NOT TO EXCEED JUNE 30, 2009 OR 175 TOTAL WORKDAYS, WHICHEVER OCCURS FIRST

Duong, Andy	Aide-General (Clerical)	\$8.00/hr	07/01/08
Ellis, Kelly	"	"	"
Jett, Dorna	"	"	"
Kim, Jin Hyang	"	"	"
Luna, John	"	"	"
Metz, Christopher	"	"	"
Regan, Danielle	"	"	"
Rodriguez, Jean	"	"	"
Llamas Jr., Salvador	"	"	"
Sanchez, Pauline	"	"	"
San Juan, Diana	"	"	"
San Juan, Mario	"	"	"
Sharma, Monika	"	"	"
Viray, Kristen	"	"	"
Westad, Karen	"	"	"
Xu, Hongmei	"	"	"

Acosta, Andres	Aide-General (Lab)	\$8.00/hr	07/01/08
Chantoiduly, Chanon	"	"	"
Diaz, Luis	"	"	"
Garcia, Andrea	"	"	"
Frownfelter, Amy	"	"	07/25/08
Gomez, Jose de Jesus	"	"	07/01/08
Gonzalez, Aaron	"	"	"
Kaur, Sukhpreet	"	"	"
Lew, Eric Chih-Ting	"	"	"
Lopez, Barbara	"	"	"
Loyaza, Diana	"	"	"
Loyaza, Irene	"	"	"
Mathews, Ashaka	"	"	"
Parks, Gayle	"	"	"
Perera, Mahawaduge	"	"	"
Reyes, Angela	"	"	07/25/08
Wei, Jeffrey	"	"	07/01/08
White, Lauren	"	"	"

SHORT-TERM HOURLY EMPLOYMENT (AS NEEDED), VARIABLE HOURS PER DAY & DAYS PER WEEK, FOR A PERIOD NOT TO EXCEED JUNE 30, 2009 OR 175 TOTAL WORKDAYS, WHICHEVER OCCURS FIRST

Amezcuca, Denise	Aide-General (Traffic Control Officer)	\$8.00/hr	07/01/08
Becerra, Juana	"	"	"
Elenes, Erwin	"	"	"
Foster, Dennis	"	"	"
Frazier, Dayvon	"	"	"
Garcia, Andres	"	"	"
Jorkin, Kenneth	"	"	"
Kidwell, Cassandra	"	"	"
Mehr Khodavandi, Farshad	"	"	"
Murillo, Frank	"	"	"
Neff, Steven	"	"	"
Nunez, Salvador	"	"	"
Ochoa, Katerin	"	"	"
Parr, Richard	"	"	"
Pavelski, Charles	"	"	"
Price, Drue	"	"	"
Thakkar, Dhruva	"	"	"
Valle, Jonathan	"	"	"
Walle, Andres	"	"	"
Wheatley, Nicole	"	"	"
Zavala, Martha	"	"	07/07/08
Alfaro, Lucia Vaquiz	Aide-Special (Counselor)	\$8.00/hr	07/01/08
Alvarez, Anthony	"	"	"
Cahuantzi, Karina	"	"	"
Carra, Peter	"	"	"
Cedillos, Mauricio	"	"	"
De La Campa, Kesia	"	"	"
Esparza Jr., Jose	"	"	"
Espinoza, Claudia	"	"	"
Feliciano, Kenia	"	"	"
Franco, Janette	"	"	"
Gallardo, Alma	"	\$8.20/hr (3)	"
Garcia, John	"	\$8.00/hr	"
Garcia, Steve	"	"	"
Gonzalez Guerrero, Esmeralda	"	\$8.20/hr (3)	"
Gutierrez, Silvia	"	\$8.00/hr (1)	"
Jaurequi, Gavin	"	\$8.20/hr (3)	"
Jovel, Abigail	"	\$8.00/hr	"
Leung, Ryan	"	"	"
Mercado Jr., Anselmo	"	"	"
Morada, Gabriella	"	\$8.20/hr (3)	"
Munoz, Cesar	"	\$8.00/hr	"
Nelson, Brandy	"	"	"
Nelson Jr., Don	"	"	"
Pena, Johanna	"	"	"
Porter, Eugenia	"	"	"
Quiroz de la Cruz, Laura	"	\$8.00/hr	07/01/08

SHORT-TERM HOURLY EMPLOYMENT (AS NEEDED), VARIABLE HOURS PER DAY & DAYS PER WEEK, FOR A PERIOD NOT TO EXCEED JUNE 30, 2009 OR 175 TOTAL WORKDAYS, WHICHEVER OCCURS FIRST

Ramirez, Diana	Aide-Special (Counselor)	\$8.20/hr (3)	"
Rodriguez, Edgar	"	\$8.00/hr	"
Roman, Maria	"	"	"
Ruiz, Edward	"	"	"
Salas, Miguel	"	"	"
Sifuentes, Joshua	"	"	"
Silva, Oscar	"	"	"
Solares, Heriberto	"	"	"
Tabares Hernandez, Guadalupe	"	"	"
Tirado, Joselyn Pena	"	"	"
Torres, Monica	"	"	"
Valdez, Jaquelin	"	"	"
Vedolla, Juan Jesus	"	"	"
Villegas, Jaqueline	"	"	"
Xilonzochilt, Bryan	"	"	"
Gonzalez, Barbara	Aide-Special (Special Education)	\$8.00/hr	07/01/08
Moreno, Kristena	"	\$8.20/hr (3)	"
Salazar, Melissa	"	"	"
Badal, Sean	Aide-Special (Tutor)	\$8.00/hr	07/01/08
Barot, Alok	"	"	"
Bavarsad, Ernest	"	"	07/08/08
Cledjo, Kurt	"	"	07/01/08
Crane, Robert	"	"	"
Dhungana, Karen	"	"	"
Dous, Sahar	"	"	"
Garcia, Maria	"	"	"
Lee, Jun Ho	"	"	"
Lopez, Sandra	"	"	"
Marian, Veronica	"	"	"
Mayorga, Elizabeth	"	"	"
Motwani, Saksham	"	"	"
Ochoa, Rolondo	"	"	"
Orozco, Josue	"	"	"
Parton, Richard	"	"	"
Paudel, Uttam	"	"	"
Perona, Armela	"	\$8.20/hr (3)	"
Ramirez, Hector	"	\$8.00/hr	"
Romero, Charles	"	\$8.20/hr (3)	"
Smith, Matthew	"	"	"
Steuer, Eugene	"	\$8.00/hr	"
Zeumault, Andre	"	\$8.20/hr (3)	"
Diaz, Luis	Filing Clerk	\$8.00/hr	07/01/08
Hernandez, Sonia	"	"	"
Ortega, Jeffrey	"	"	"
Sandoval, Daphne	Cashier-Clerk	\$8.64/hr	08/18/08

SHORT-TERM HOURLY EMPLOYMENT (AS NEEDED), VARIABLE HOURS PER DAY & DAYS PER WEEK, FOR A PERIOD NOT TO EXCEED JUNE 30, 2009 OR 175 TOTAL WORKDAYS, WHICHEVER OCCURS FIRST

Acosta, Michael	Clerk	\$8.64/hr	07/01/08
Bernal, Miguel	"	"	07/25/08
Chavez, Edward	"	"	07/01/08
Diaz, Diana	"	"	"
Duarte, Luis	"	"	"
Favela, Samuel	"	"	07/25/08
Flutts, Brenda	"	"	07/01/08
Garcia, Alejandro	"	"	07/25/08
Gonzalez, Barbara	"	"	"
Gutierrez, Yvette	"	"	07/01/08
Haro, Angie	"	"	"
Hunt, Sarah	"	"	"
Kasten, Sergio	"	"	"
Kochems, Brian	"	"	"
Martinez, Armanda	"	"	"
Meza, Marisol	"	"	"
Morales, Danielle	"	"	"
Ramirez, Amanda	"	"	"
Rodriguez, Matthew	"	"	"
Rousseva, Jivka	"	"	"
Ruiz, Martha	"	"	"
Sahunta, Meena	"	"	"
Valencia, Cynthia	"	"	"
Valle, Bianca	"	"	"
Villegas, Leona	"	"	"
Walle, Andres	"	"	"
Garcia, Laura	Dispensary Clerk	\$8.64/hr	07/01/08
Banuelos, Patricia	Typist Clerk	\$8.64/hr	07/01/08
Cooks, Charlena	"	"	"
Klug-Morataya, Marisa	"	"	"
Kotb, Ehab	"	"	"
Lopez, Megalis	"	\$16.25/hr	"
Miranda, Katherine	"	\$8.64/hr	"
Moreno, Mary Helen	"	"	"
Spankie, Dana	"	"	"
Velez, Juan	"	"	"
La Marca, Taysha	Aide-Special (Costume Technician)	\$9.56/hr (2)	07/01/08
Lindsay, Jody	Aide-Special (Outreach Worker)	\$9.07/hr (1)	07/01/08
Murillo, Veronica	"	"	"
Rodriguez, Xenia	"	"	"
Sanchez, Gwen	"	"	"
Leal, Virgie	PBX Operator/Receptionist	\$9.07/hr	07/01/08
Pace, Caron	"	"	"
Pasquale, Michele	"	"	"
Woodward, Diane	"	"	"

SHORT-TERM HOURLY EMPLOYMENT (AS NEEDED), VARIABLE HOURS PER DAY & DAYS PER WEEK, FOR A PERIOD NOT TO EXCEED JUNE 30, 2009 OR 175 TOTAL WORKDAYS, WHICHEVER OCCURS FIRST

Hernandez, Jessica	Publicity Aide	\$9.07/hr	07/01/08
Ieremia, Kim	"	"	"
Leveston, Joseph	"	"	"
Murray, Dean	"	"	"
Rodriguez, Michelle	"	"	"
Salazar, Nancy	"	"	"
Williams, Nicole	"	"	"
Gonzalez, Guadalupe	Financial Aid Clerk	\$9.31/hr	07/01/08
Gonzalez, Ruben	"	"	"
Hernandez, Carina	"	"	"
Horton, Anabelle	"	"	"
Mendez, Sabrina	"	"	"
Montes, Remberto	"	"	"
Ramos, Cristian	"	"	"
Rosales, Sergio	"	"	"
Travis, Jacinda	"	"	"
Valencia, Ulysses	"	"	"
Valladares, Cuxan	"	"	"
Beas, Virginia	Instructional Aide I	\$9.99/hr (2)	07/01/08
Castro, Fabiola	"	"	"
Cisneros, Margot	"	\$9.56/hr (1)	"
Colln, Connie	"	\$10.51/hr (3)	"
Duong, Bang-An	"	\$9.99/hr (2)	"
Enriquez, Rene	"	\$10.51/hr (3)	"
England, Erica	"	"	"
Equihua, Ana	"	\$9.99/hr (2)	"
Equihua, Maria	"	"	"
Farol, Ronald	"	\$9.56/hr (1)	"
Fisher, Anndalos	"	"	"
Flores, Guillermo	"	"	"
Flores, Mirta	"	"	"
Garcia, John	"	\$10.51/hr (3)	"
Gonzalez, Gabriela	"	\$9.99/hr (2)	"
Goodlink, James	"	\$10.51/hr (3)	"
Guerrero, Olivia	"	"	"
Gutierrez, Hector	"	"	"
Harrison, Gaile	"	"	"
Heredia, Anthony	"	\$9.99/hr (2)	"
Hernandez, Delone	"	\$10.51/hr (3)	"
Hernandez, Jorge	"	\$9.99/hr (2)	"
Hernandez, Ricardo	"	"	"
Holmes, Christy	"	\$10.51/hr (3)	08/18/08
Ishibashi, Tammi	"	"	07/01/08
Jalali, Ali	"	\$9.99/hr (2)	"
Javier, Anna	"	\$10.51/hr (3)	"

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Johnson, Chris	Instructional Aide I	\$9.99/hr (2)	07/01/08
Katsura, Heather	"	"	"
Kilis, Jeanette	"	\$10.51/hr (3)	"
Kim, Sunni	"	\$9.99/hr (2)	"
Lafitaga, Frances	"	\$10.51/hr (3)	"
Lin, Bruce	"	"	"
Lopez, Sandra	"	"	"
Ly, An	"	"	"
Malvaez, Leticia	"	\$9.56/hr (1)	"
Mao, Chanthan	"	\$10.51/hr (3)	"
Marquez, Carla-Maria	"	"	"
Martinez, Renee	"	\$9.56/hr (1)	"
Matamoros, Maria	"	"	"
Melillo, Thomas	"	\$10.51/hr (3)	"
Meza-Ashley, Kacy	"	\$9.56/hr (1)	"
Namahoe, Alyson	"	\$9.99/hr (2)	"
Nambo, Helen	"	\$9.56/hr (1)	"
Navarro, Noe	"	"	"
Olvera, Jesus	"	"	"
Orellana, Daniel	"	"	"
Owen, Kelly	"	"	"
Perez, Carlos	"	"	"
Park, Jason	"	\$10.51/hr (3)	"
Perona, Armela	"	\$9.99/hr (2)	"
Pickett, Jennifer	"	\$10.51/hr (3)	"
Piotrowski, Casey	"	"	"
Powell, Laura	"	"	"
Ramirez, Ana	"	"	"
Ramirez, Hector	"	\$9.56/hr (1)	"
Ramirez Cea, Roberto	"	\$9.99/hr (2)	"
Reynoso, Rosalie	"	\$10.51/hr (3)	"
Robles, Maria Celis	"	"	"
Rodriguez, Melanie	"	\$9.56/hr (1)	"
Rodriguez, Priscilla	"	"	"
Romo, Susan	"	\$10.51/hr (3)	"
Ruiz, Ricardo	"	\$9.99/hr (2)	"
Salais, Elizabeth	"	\$10.51/hr (3)	"
Sanchez, Susan	"	"	"
Sandoval, Jaime	"	"	"
San Juan, Mario	"	\$9.56/hr (1)	"
Shah, Harsh	"	\$9.99/hr (2)	"
Shah, Shalin	"	"	"
Sheibe, Kimberly	"	\$9.56/hr (1)	"
Steburg, Robert	"	\$10.51/hr (3)	"
Stockwell, Melissa	"	"	"
Terriquez, Yvonne	"	\$9.99/hr (2)	"
Ulloa, Daniel	"	\$10.51/hr (3)	"
Vander Sluis, Vern	"	"	"
Valverde, Dawn	"	\$9.56/hr (1)	"
Vargas, Amelia	"	\$9.99/hr (2)	"

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Vasquez, Wendy	Instructional Aide I	\$9.99/hr (2)	07/01/08
Wilson, Lloyd	"	\$10.51/hr (3)	"
Woods, Karen	"	"	"
Yepez, Jose	"	"	"
Andrade, Andrea	Intermediate Clerk	\$9.56/hr	07/01/08
Bakhom, Mona	"	"	"
Banuelos, Patricia	"	"	07/25/08
Barrett, Andrea	"	"	07/01/08
Cortez, Rocio	"	"	"
Dawson, Sherice	"	"	"
Diaz, Diana	"	"	"
Ferguson, Shelley	"	"	"
Gomez, Stephanie	"	"	"
Joe, Violet	"	"	"
Ornelas, Christina	"	"	"
Quiroz, Maria	"	"	07/25/08
Ruiz, Diana	"	"	07/28/08
Salazar, Alejandra	"	"	07/01/08
Santos, Ana	"	"	"
Wyman, Deborah	"	"	"
Zamora, Peggy	"	"	"
Aguirre, Brenda	Intermediate Typist Clerk	\$9.56/hr	07/01/08
Cedillos, Mauricio	"	"	"
Gallardo, Alma	"	"	"
Gochez, Janine	"	"	"
Gomez, Werner	"	"	"
Gutierrez, Silvia	"	"	"
Hernandez, Fernando	"	"	"
Hou, I-Chun	"	"	"
Khatami, Andre	"	"	"
Lotspeich, William	"	"	"
Martin, Steven	"	"	"
Medina, Maria	"	"	"
Miramontes, Marianne	"	"	"
Morada, Gabriella	"	"	"
Salinas, Cesar	"	"	"
Nelson, Linda	Student Activities Clerk	\$9.56/hr	07/01/08
Powers, Patricia	"	"	"
Reyes, Delores	"	"	"
Thiel, Joan	"	"	"
Walczak, Elizabeth	"	"	"
Barba, Edna	Aide-Special (Registration Account clerk)	\$9.76/hr	07/01/08
Carranza, Quinn	"	"	"

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Gutierrez-Favela, Samuel	Aide-Special (Registration Account Clerk)	\$9.76/hr	07/01/08
Hall, Dannia	"	"	"
Littrell, Christina	"	"	"
Pena, Bethany	"	\$10.25/hr (2)	07/01/08
Penesa, Matthew	"	\$10.77/hr (3)	"
Adams, Betsy	Custodian	\$9.76/hr	07/01/08
Brown, De Andre	"	"	08/18/08
Figueroa, Jose	"	"	07/01/08
Garcia, Raymond	"	"	"
Gasca, Arturo	"	"	"
Gonzalez, Silvano	"	"	"
Guevara, Susan	"	"	"
Gutierrez, Jaime	"	"	"
Hammer, Michael	"	"	"
Hernandez, Rudy	"	"	"
Hernandez, Zoraida	"	"	"
Lee, Frank	"	"	"
Lopez, Martin	"	"	"
Luna Jr., Daniel	"	"	"
Mathews, Jesse	"	"	"
Guillermo, Medrano	"	"	"
Quiroz, Juan	"	"	"
Ramirez, Maria	"	"	"
Rios, Jose	"	"	"
Santos, Jose	"	"	"
Saucedo, Denise	"	"	"
Saude, Isaura	"	"	"
Thompson, George	"	"	"
Toscano, Ruben	"	"	"
Zavala, Jose	"	"	"
Theiss, Karen	Aide-Special (Costume Technician)	\$9.99/hr	07/01/08
Duron, Renee	Community Outreach Worker	\$9.99/hr	07/01/08
Flores, Christopher	"	"	"
Gomez, Werner	"	"	"
Guzman, Geronimo	"	"	"
Kennedy, Christina	"	"	"
Rodriguez, Lissette	"	"	"
Villalovos, Mary Jane	"	"	"
Rodriguez, Adam	Delivery Person	\$9.99/hr	07/01/08
Gasca, Arturo	Gardener/Groundskeeper	\$9.99/hr	07/01/08
Hernandez, Rudy	"	"	"

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Lopez, Martin	Gardener/Groundskeeper	\$9.99/hr	07/01/08
Luna Jr., Daniel	"	"	"
Medina, George	"	"	"
Medrano, Guillermo	"	"	"
Rios, Jose	"	"	"
Wade, Charles	"	"	"
Zavala, Jose	"	"	"
Luna, John	Library Technical Clerk	\$9.99/hr	07/01/08
Regan, Danielle	"	"	"
Walker, Earlene	"	"	"
Esparza, Andrew	Program Assistant I	\$9.99/hr	07/01/08
Garner, Rodneisha	"	"	"
Gutierrez, Yvette	"	"	07/21/08
Bass, Brittany	Sports Publicist	\$9.99/hr	07/01/08
De Rojas, Shamariah	"	"	"
Jones III, Danrich	"	"	"
Sanchez, Cristina	"	"	"
Abrego, Armando	Aquatics Specialist	\$10.11/hr	07/01/08
Chiaromonte, Angela	"	"	"
Garcia, Andrea	"	"	"
Garcia, Daisy	"	"	"
Guerrero, Christopher	"	"	"
Ibarra, Cristal	"	"	"
Ibarra, Iris	"	"	"
Llomas, Benjamin	"	"	"
Mattear, Quintin	"	"	"
Morales, Carolina	"	"	"
Perez, Martin	"	"	"
Placencia, Thalia	"	"	"
Tebbutt, Cori	"	"	"
Tafoya, Theresa	"	"	"
Vasquez, Marisel	"	"	"
Vasquez, Martha	"	"	"
Vega, Denise	"	"	"
Whitson, Joshua	"	"	"
Rojas, Alyssa	Locker and Equipment Manager	\$10.25/hr	07/01/08
Stripling, Michael	"	"	"
Tufnell, Daniel	"	"	"
	"	"	"
Gronert, Nolan	Campus Security Officer	\$10.53/hr	07/01/08
King, Kaleah	"	"	"
Tolen, Joshua	"	"	"

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Arriaga, Sergio	Secretary Clerk	\$10.53/hr	07/01/08
Avalos, Lizeth	"	"	"
Deluna, Reyna	"	"	"
Diaz, Sonia	"	"	"
Hall, Asja	"	"	"
Hortua, Julio	"	"	"
Hortua, Leonel	"	"	"
Lightfoot, Nara	"	"	"
Martinez, Hector	"	"	"
Punchihewa, Rangani	"	"	"
Quinn, Kathleen	"	"	"
Vega, Edith	"	"	"
Phan, Jeffrey	Assistant Buyer	\$11.02/hr	07/01/08
Littrell, Sharon	Aide-Special (Lead Registration Account Clerk)	\$12.19/hr (3)	07/01/08
Padilla, Debra	"	\$11.06/hr (1)	"
Sandoval, Kristina	"	"	"
Candelario, Manuel	Program Assistant II	\$11.34/hr	07/25/08
Del Real, Judy	"	"	07/01/08
Gallardo, Alma	"	"	"
Gardner, Marisa	"	"	"
Ige, Eileen Marie	"	"	"
Lotspeich, William	"	"	"
Martinez, Luis	"	"	"
Mays, Lavene	"	"	"
Mishler, Katherine	"	"	"
Morada, Gabriella	"	"	"
Ortiz, Ana	"	"	"
Perez, Nancy	"	"	"
Castillejos, Silvia	Secretary	\$11.34/hr	07/01/08
Joya, Edith	"	"	"
Salazar, Felicitas	"	"	"
Borge, Mauricio	Aide-Special (Instructional System Technician)	\$11.60/hr (1)	07/01/08
Ramos, Christian	Student Affairs Technician	\$11.60/hr	07/01/08
Valencia, Ulysses	"	"	"
Vega, Rosa	"	"	"
Garcia, Priscila	Fine Arts Specialist	\$11.77/hr	07/01/08
Gonzalez, Jessenia	Sports Specialist	\$11.77/hr	07/01/08
Heredia, Anthony	"	"	"
Hernandez, Dennis	"	"	"

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Llamas, Hannah	Sports Specialist	\$11.77/hr	07/01/08
Medico, Audrey	"	"	"
Rivera, Danielle	"	"	"
Spradlin, Wendy	"	"	"
Benavidez, Nadia	Account Technician III	\$11.88/hr	07/01/08
Medina, Jesus	"	"	"
Arriaga, Sergio	Job Developer	\$11.88/hr	07/01/08
Kim, Lynn S.	Senior Computer Operator	\$11.88/hr	07/01/08
Walle, Lissette	Instructional Scheduling Coordinator	\$12.50/hr	07/01/08
Parton, Richard	Maintenance Mechanic	\$12.50/hr	07/01/08
Aguirre, Laura	Instructional Aide II	\$12.81/hr (1)	07/01/08
Brown, Malinda	"	\$14.13/hr (3)	08/18/08
Chua, Lady Ivory	"	"	07/01/08
Clare, Dennis	"	"	"
Diaz, Eric	"	"	"
Ferguson, Shelley	"	\$12.81/hr (1)	"
Garris, Lynette	"	"	"
Gonzalez, Anthony	"	"	"
Graham, Edward	"	"	"
Gray, Crystal	"	"	"
Hernandez, Edwin	"	"	"
Kominski, James	"	"	"
Lopez, Rafael	"	"	"
Lopez, Sandra	"	\$13.45/hr (2)	"
Martin, Michael	"	\$12.81/hr (1)	"
Lizarraga, Raquel	"	"	"
Millard, Samuel	"	"	"
Miranda, Adrian	"	\$14.13/hr (3)	"
Montoro, Diana	"	\$12.81/hr (1)	"
Morimoto, Wayne	"	"	"
Naito, Mirei	"	"	"
Nance, Michael	"	\$14.13/hr (3)	"
Nunez, Johnny	"	\$12.81/hr (1)	"
Poompan, Michelle	"	"	"
Reynoso, Daniel	"	"	"
Rodriguez, Nancy	"	\$13.45/hr (2)	"
Sanchez, Rosa	"	\$12.81/hr (1)	"
San Martin, Vanessa	"	\$14.13/hr (3)	"
Santiago, Giovanni	"	\$13.45/hr (2)	"
Sevilla, Daissy	"	"	"
Sugura-Contreras, Lydia	"	"	08/11/08
Suleiman, Reema	"	\$12.81/hr (1)	07/01/08

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Taylor, Kevin	Instructional Aide II	\$12.81/hr (1)	07/01/08
Tran, Sieng	"	\$14.13/hr (3)	"
Trimble, William	"	"	"
Trinh, Thanh	"	"	"
Ty, Heng	"	\$12.81/hr (1)	"
Vazquez-Rivera, Lorena	"	"	"
Hackert, Amber	Certified Medical Assistant	\$16.00/hr (3)	07/01/08
Ferguson, Shelley	Administrative Secretary	\$13.13/hr	07/01/08
Barrett, Andrea	Banquet Chef	\$13.13/hr	07/01/08
Pace, Caron	Recreational Activity Specialist	\$13.65/hr	07/01/08
Padilla, Debra	"	"	"
Kristinat, Katrina	Development Assistant	\$13.79/hr	07/01/08
Liang, Cac Loi	Electronics Equipment Technician	\$13.79/hr	07/01/08
Escalera, Zayra	EOPS/VEA Assistant	\$13.79/hr	07/01/08
Ruiz, Jennifer	"	"	07/21/08
Bejarano, Nydrie	Program Facilitator	\$13.79/hr	07/01/08
Cervantes, Romulo	"	"	"
O'Neil, Jeannie	"	"	"
Dawkins, Michelle	"	"	"
Gonzalez, Aaron Anthony	"	"	"
Loayza, Diana	"	"	"
Rios, Rebecca	"	"	"
Sarabia, Dominic	"	"	"
Zavala, Jose	"	"	"
Antiguera, Carlo	Student Affairs Assistant	\$13.79/hr	07/01/08
Castro, Laura A.	"	"	"
Chavez, Sara	"	"	"
Cisneros, Celeste	"	"	"
Gonzalez, Lizette	"	"	"
Gonzalez, Michael	"	"	"
Hindochoa, Natasha	"	"	"
Leon, Jose	"	"	"
Lopez, Leodomiro	"	"	"
Martinez, Yuriria	"	"	"
Mundwiller, Kehli	"	"	"
Oliver, Christina	"	"	"
Palmer, Elaine	"	"	"
Perez, Fabiola	"	"	"

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Rangel, Enrique	Student Affairs Assistant	\$13.79/hr	07/01/08
Salazar, Deanna	"	"	"
Vega, Rosa	"	"	"
Trakulthai, Teerayut	Welder	\$13.79/hr	07/01/08
Munzer, Elizabeth	Aide-Special (Speech and Language Instructional Aide)	\$14.13/hr (3)	07/01/08
Flores, Christopher	Technical Director/Designer	\$14.79/hr	07/01/08
Guzman, Geronimo	"	"	"
Martinez III, Tony	"	"	"
Wood, Robin	"	"	"
Vo, Virginie	Coordinator of School Relations	\$15.81/hr	07/01/08
Maris-Gramajo, Edgar	Special Populations Coordinator	\$16.41/hr	07/01/08
Bleak, Paul	Vocational Education and Special Projects Assistant	\$16.41/hr	07/01/08
Wendorff, Denise	"	"	"
David, Maria Milagros	Senior Technical Support Specialist	\$16.80/hr	07/01/08
Diaz, Rafael	"	"	"
Fraps, E. Bryant	"	"	"
Grande, Thomas	"	"	"
Solis, Danielle	Educational Technology Trainer	\$18.60/hr	07/01/08
Cervantes, Romulo	Network Administrator	\$19.15/hr	07/01/08
Goitia, Danyelle	Aide-Special (Interpreter Level I)	\$19.50/hr	07/01/08
Cazaux, Reena	Child Development Center Teacher Grade II	\$21.69/hr (1)	07/01/08
Holmes, Richard	Cont. Ed. Specialist (Arts & Crafts)	\$22.45/hr	07/01/08
Jones, Brian	"	"	"
Marchetta, Richard	"	"	"
Revelle, Rebecca	"	"	"
Shin, Ann	"	"	"
White, Ramon	"	"	"
Zabrano, Jennifer	"	"	"
Nieves, Laura	Aide-Special (Interpreter Level II)	\$23.00/hr	07/01/08
Brandt, Beata	Music Conservatory Specialist	\$24.36/hr	07/01/08

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Dobrian, Fred	Aid-Special (Interpreter Level III)	\$26.50/hr	07/01/08
Elliot, Renee	"	"	"
Kam, Edward	"	"	"
Lease, Deanna	"	"	"
Lopez, Erika	"	"	"
McKeough, Lexie	"	"	"
Newmaster, Charity	"	"	"
Partida, Gilbert	"	"	"
Tanner, Desiree	"	"	"
Baum, Porsche	Cont. Ed. Specialist (Cultural Arts)	\$28.07/hr	07/01/08
Benoun, Joseph	"	"	"
Chatman, Rosanna	"	"	"
Edmonds, June	"	"	"
Edquist, Alicia	"	"	07/15/08
Gonzalez, Anthony	"	"	07/01/08
Horak, Cherie	"	"	"
Hurzeler, Cynthia	"	"	"
Jackson, Kym	"	"	"
Jernigan, Bryan	"	"	"
Lew, Ernest	"	"	"
Marroquin, Sonia	"	"	"
McMillen, Lana	"	"	"
Moore, Terry	"	"	"
Perez, Judy	"	"	"
Rants, Jay	"	"	"
Sebastian, Ilona	"	"	07/23/08
Slager, Robert	"	"	07/01/08
Sullivan, Monica	"	"	"
Wissa, Farid	"	"	"
Alcaraz, Cynthia	Community Education Specialist	\$29.15/hr	07/01/08
Auer, Christina	"	"	"
Baker, Virginia	"	"	"
Bradbury, Jefferey	"	"	"
Bueno, Ni	"	"	"
Cardenas, Mirna	"	"	"
Feldstein, Therese	"	"	"
Gift, Norene	"	"	"
Gonzalez, Gilda	"	"	"
Guerra, Sherri	"	"	"
Holmes, Peter	"	"	"
Hunt, Mary	"	"	"
Hurtado, Henrietta	"	"	"
Kiswaga, Imelda	"	"	"
L'Angelle, Mitch	"	"	"
Lavariere, Cynthia	"	"	"
Love-Queen, Cheryl	"	"	"

SHORT-TERM HOURLY EMPLOYMENT (AS NEEDED), VARIABLE HOURS PER DAY & DAYS PER WEEK, FOR A PERIOD NOT TO EXCEED JUNE 30, 2009 OR 175 TOTAL WORKDAYS, WHICHEVER OCCURS FIRST

Marez, Jose	Community Education Specialist	\$29.15/hr	07/01/08
McCord, Mildred	"	"	"
McFarland, Lillian	"	"	"
Medina, Carol	"	"	"
Moriarty, Cynthia	"	"	"
Myer, Glen	"	"	"
Nakasone, Harriet	"	"	"
Nicholson, Richard	"	"	"
Nickdel, Mojdeh	"	"	08/18/08
Nordich, Winifred	"	"	07/01/08
Norville, Ebony	"	"	"
O'Neil, Jeanie	"	"	"
Ravenscroft, Carrie	"	"	07/08/08
Robertson, Deena	"	"	07/01/08
Salazar, Felipe	"	"	"
Santos Campoy, Maria	"	"	"
Smith, Shawna	"	"	"
Smith, TaWanna	"	"	"
Soden, Barbara	"	"	"
Supple, Marty	"	"	07/08/08
Torres, Maria	"	"	07/01/08
Traina, Theresa	"	"	"
Vega, Frank	"	"	07/08/08
Walker, Joseph	"	"	07/01/08
Wisinski, Kathleen	"	"	10/01/08
Allen, Bernice	Aide-Special (Interpreter IV)	\$33.50/hr	07/01/08
Barker, Ava	"	"	"
Bennett, Tenele	"	"	"
Cantu, Lisa	"	"	"
Csiszer, Pauline	"	"	"
Druhel, Terry	"	"	"
Komulaine, Julie	"	"	"
Nielson, Jack	"	"	"
O'Malley, Tom	"	"	"
Pearce, Denine	"	"	"
Rivera, Cynthia	"	"	"
Serrano, Lena	"	"	"
Seto, Cindy	"	"	"
White, Bruce	"	"	"
Anderson, Christine	Aide-Special (Interpreter V)	\$39.50/hr	07/01/08
Arnwine, Lenora	"	"	"
Chavez, Selma	"	"	"
Dryjanski, Janet	"	"	"
Fontan, Faith	"	"	"
Kim, Enid	"	"	"
Nelson, Janine	"	"	"
Seiden, Susanne	"	"	"

SHORT-TERM HOURLY EMPLOYMENT (AS NEEDED), VARIABLE HOURS PER DAY & DAYS PER WEEK, FOR A PERIOD NOT TO EXCEED JUNE 30, 2009 OR 175 TOTAL WORKDAYS, WHICHEVER OCCURS FIRST

Sias, Jolene	Aide-Special (Interpreter V)	\$39.50/hr	07/01/08
Williams, Gloria	"	"	"
Boik-Herrera, Amelia	Aide-Special (Interpreter Certified)	\$41.00/hr	07/01/08
Foster, Marjorie	"	"	"
Andrade, Israel	Cont. Ed. Specialist (Business Tech.)	\$50.52/hr	07/01/08
Gonzalez, Sergio	"	"	"
Kerr, Janet	"	"	"
Kim, Seong Joo	"	"	"
Nutter, Jariel	"	"	"
Olive, Yvonne	"	"	"
Payan-Hernandez, Martha	"	"	"
Ramirez, Patsy	"	"	"
Supple, Martin	"	"	"
Villar, Sergio	"	"	"
Zess, Dorothy	"	"	07/25/08
Kardously, Jill	Cont. Ed. Specialist (Health Occ.)	\$50.52/hr	07/01/08
Miller, Vanessa	"	"	"
Nonato, Lily	"	"	"
Quirk, Jean	"	"	"
Saucedo, Marisol	"	"	"
Fitzgerald, Barrett	Project Specialist (Technical) Level 1	\$75.00/hr	07/01/08
Guerrero, Mario	"	"	"
Gurrola, Carlos	"	"	"
Jacobson, Stanley	"	"	"
Malis, Mike	"	"	"
Real, Yannick	"	"	"
Taylor, Kevin	"	"	"
Gereau, Servando	Project Special (Technical) Level II	\$100.00/hr	07/01/08
Mora, Enrique	"	"	"

CERRITOS COLLEGE

TO: Board of Trustees
FROM: William C. Farmer, Jr., Acting President/Superintendent *WCF*
PREPARED BY: Steve Richardson, Executive Director, Foundation *SR*
DATE: September 3, 2008
SUBJECT: **Consideration of Approval of Cerritos College Foundation Cost/Benefits to District for 2007-2008**

RECOMMENDATION

It is recommended that the Board of Trustees approve the Cerritos College Foundation Cost/Benefits to District for 2007-2008 as presented.

OVERVIEW

The Cerritos College Foundation Cost/Benefits to District for 2007-2008 is presented for approval.

ANALYSIS

Attached is the District's invoice to the Foundation for its costs incurred by the Foundation for 2007-2008. Also attached are the Foundation's 2007-2008 Cost/Benefits Report and supporting documentation which was approved by the Cerritos College Foundation Board of Directors on July 10, 2008.

FINANCIAL IMPLICATIONS

No financial impact.

Attachment

Cerritos College District

11110 Alondra Blvd.
Norwalk, CA 90650
562.860.2451 Fax 562.924.2800

INVOICE

INVOICE NO: 221-08
Date: June 19, 2008

To: Cerritos College Foundation
11110 Alondra Blvd
Norwalk, Ca 90650

	DESCRIPTION		AMOUNT
	Reimbursement for Services and Facilities for 2007-08 Fiscal Year Per Master Agreement, Section V-A Board Approved June 18, 2003		287,271
		TOTAL DUE	287,271

If you have any questions concerning this invoice, call: Lola Rizkallah, 562 860-2451 ext. 2266

2007-08 PROJECTED EXPENDITURES

CERRITOS COLLEGE FOUNDATION - LOCATION 02240

Wages & Benefits	\$	285,160
Supplies	\$	-
Travel & Conferences	\$	-
Rents & Leases	\$	154
Maintenance Agreement/ Repair	\$	410
Equipment	\$	648
Postage	\$	899
Total Expenditures	<u>\$</u>	<u>287,271</u>

Wages & Benefits projected through 6/30/08

Other Expenses per LCGL012S as of 6/14/08

Costs incurred by the District to benefit the Foundation:

Salaries & Fringe Benefits	\$	285,160
Other		
Supplies	\$	-
Conferences	\$	-
Repairs	\$	410
Rent Lease	\$	154
Equipment	\$	648
Postage	\$	899
Sub-Total	\$	<u>2,111</u>
Total District Costs		\$287,271

Monetary and Non-Monetary Benefits from the Foundation to the District:

Program, Community, and Student Support	\$380,141
Promotion/Public Relations Support	\$11,842
Scholarships	\$100,461
Inkind Donations	\$19,623
Endowments	\$76,370
Board Volunteer Service	\$10,275
2007-2008 Gross Benefit	\$598,712
2007-2008 Net Benefit	\$311,441
Adjusted Carry Over from 2006/07	\$1,614,163
Cumulative Net Benefit from Foundation to College	\$1,925,604

**2007-2008
CERRITOS COLLEGE FOUNDATION
COST BENEFIT REPORT**

DESCRIPTION	AMOUNT	BALANCE
PROGRAM, COMMUNITY, AND STUDENT SUPPORT:		
Academic Excellence Awards	\$ 2,747.00	
Access First	\$ 3,361.00	
American Health Journal PBS (Nursing)	\$ 4,500.00	
Assistive Technology Scholarship Support	\$ 3,000.00	
ATTE Conference	\$ 9,107.00	
Auto Career Institute	\$ 14,632.00	
Brick Program	\$ 845.00	
Californians for Improving Community Colleges	\$ 1,000.00	
CARE Program	\$ 508.00	
Chrysler CAP Program	\$ 23,750.00	
Dental Hygiene Student Competition	\$ 2,716.00	
Earth Science Dept. Lecture	\$ 675.00	
El Proyecto del Barrio (Economic Development)	\$ 70,672.00	
Epublishing	\$ 3,360.00	
Financial Aid Student Emergency Aid Fund	\$ 4,000.00	
Fine Arts Film Program	\$ 1,500.00	
Henderson Concert	\$ 36.00	
Hollywood Revisited	\$ 3,961.00	
Instrumental Band Program	\$ 877.00	
International Student Center	\$ 639.00	
Katrina Fund	\$ 160.00	
Learning Communities Planning Retreat	\$ 500.00	
National Soccer Coaches Convention	\$ 1,119.00	
NCCHC Leadership Symposium	\$ 1,500.00	
Nona Siegel Collection	\$ 426.00	
Outstanding Classified Award	\$ 500.00	
Outstanding Faculty Awards	\$ 500.00	
Physical Therapy Assistant Program	\$ 1,449.00	
Plastics	\$ 4,903.00	
Plazas Comunitarias	\$ 12,990.00	
Project HOPE	\$ 8,721.00	
Project HOPE Dinner	\$ 1,000.00	
SchoolsFirst Federal Credit Union Classified Employees Week	\$ 500.00	
Speech Dept. Equipment	\$ 5,084.00	
Speech Language Assistant Program	\$ 583.00	
Student Art Awards	\$ 550.00	
Student Tickets - South Coast Repertory	\$ 686.00	
Student Tickets - South Coast Repertory	\$ 206.00	
Summer Connections Program	\$ 4,500.00	
Teacher TRAC	\$ 15,315.00	
Teacher TRAC Symposium	\$ 3,062.00	

CERRITOS COMMUNITY COLLEGE DISTRICT
MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
SEPTEMBER 17, 2008

- I. CALL TO ORDER The meeting was called to order at 6:00 p.m. by Mr. Arthur, the Board President. Those present were Mr. Bob Arthur, Ms. Carmen Avalos, Dr. Tina Cho, Dr. Ted Edmiston, Mr. Bob Epple, Dr. Bob Hughlett, Mr. Tom Jackson, and Jason Macias, Student Trustee. Others present were the Acting President of the College, Interim Vice President of Business Services, Vice President of Student Services, Faculty Senate President and the CSEA President.
- II. PLEDGE OF ALLEGIANCE The flag salute was led by Mr. Macias.
- III. APPROVAL OF MINUTES A. It was moved by Mr. Epple and seconded by Dr. Hughlett to approve the minutes of the regular meeting of September 3, 2008. The vote for approval was 6-0-1; Mr. Arthur abstained.
- IV. INSTITUTIONAL PRESENTATIONS
Employee of the Month Connie Hunter was unable to attend the meeting but will be present at meeting of October 1 to receive her award.
- V. PUBLIC PRESENTATIONS There were no public presentations.
- VI. CONSENT AGENDA It was moved by Dr. Edmiston and seconded by Mr. Epple to approve the consent agenda and addendum. The vote for approval was unanimous.
- A. Accepted gifts with letters of thanks to the following:
- Essential tools valued at \$2,922.41
Donated by: Jim Locke
Snap On Industrial
2801 80th Street
Kenosha, WI 53141-1410
- B. Approved Quarterly Fiscal Status Report For the Quarter Ending June 30, 2008, as attached.
- C. Approved Contracts as follows:
- Medical
RENEWAL
1. California State University, Dominguez Hills (CSUDH)
Clinical Experience for CSUDH Nursing Students
Health Occupations
For their Master of Science degree nursing students to be teamed with Cerritos College nursing faculty in order for them to gain experience in teaching and demonstrating nursing skills. The time period will be from the Fall 2008 to the Summer 2010 semesters. Exact start/end dates are subject to CSUDH calendar approval. No cost to the District.
- Program
RENEWAL
2. California Community College Chancellor's Office
Chancellor's Office Tax Outset Program (COTOP)
Student Support Services
To renew the agreement with the Chancellor's Office Tax Offset Program (COTOP) as authorized under AB2347. This allows the Chancellor's Office to act on behalf of the college to recover

outstanding student obligations such as financial aid overpayments and student loans. For period October 1, 2008 through December 29, 2009. No cost to the District. Any recovered funds will be deposited into the existing Financial Aid Trust account, and to be used to cover such costs related to the return of Title IV, operational costs, and/or discretionary program costs related to student financial aid or other applicable fees.

Workshops

AMENDMENT

3. Webby Dance Company
Dance and Cheerleading Workshops
CITE/Community Education
Webby Dance Company receives \$560 per 18 hr. workshop and \$620 per 20 hr. workshop held in the summer. The amendment is to add that any dance/cheer classes held by this company during the academic year will be paid at 30% of the total enrollment fees collected per workshop. Community Education is a financially self-supporting program.

NEW

4. LifeForce Wellness Center
Hypnosis and Stress Reduction Workshops
CITE/Community Education
To provide not-for-credit, fee-based Personal Enrichment workshops in the area of hypnosis and stress reduction for Community Education on an as needed basis. For period October 1, 2008 through September 30, 2010. LifeForce Wellness Center will receive 30% of the total enrollment fees collected per workshop. Community Education is a financially self-supporting program.

Use of Facilities

NEW

5. College of the Canyons
PS-MAPP Classroom Site
Health Occupations
For the use of their facilities for PS-MAPP classroom site. For period October 4, 2008 through November 8, 2008. No cost to the District.
6. Faith Church
PS-MAPP Classroom Site
Health Occupations
For the use of their facilities for PS-MAPP classroom site. For period September 18, 2008 through June 30, 2009. No cost to the District.
7. Paramount Unified School District
Parent Training Classes
Health Occupations
For the use of their facilities to provide 14 parent training classes. For period October 2, 2008 through May 31, 2009. No cost to the District.
8. Way Out Ministries
PS-MAPP Classroom Site
Health Occupations
For the use of their facilities for PS-MAPP classroom site. For period September 18, 2008 through June 30, 2009. No cost to the District.
9. WIC Bellflower
PS-MAPP Classroom Site
Health Occupations
For the use of their facilities for PS-MAPP classroom site. For period

D. Approved Employment of Temporary and/or Substitute Hourly Faculty Personnel, as needed for 2008-2009 Academic Year, as attached.

E. Approved and/or Ratified Request for Unpaid Leave of Absence, as follows:

Lacy, Tor, Earth Science Instructor (Science, Engineering & Mathematics), for period January 12, 2009 through May 22, 2009

Added by addendum:

O'Donnell, Dorothy, Faculty Senate Clerk (Academic Affairs), for period September 8, 2008 through October 8, 2008

Kusumoto, Alice, Health Occupations Skills Lab Coordinator (Health Occupations), for period September 2, 2008 through September 19, 2008

F. Approved and/or Ratified Employment of Classified, Short-Term, Substitute, and/or Student Hourly Personnel, as attached.

VII. ADMINISTRATIVE MATTERS

A. As information, the Board book contained College Coordinating Committee Minutes for August 25, 2008.

B. Mr. Arthur opened discussion regarding the process for appointing an Interim President/Superintendent. Mr. Farmer distributed a memo that highlighted several options regarding the matter. There was much discussion regarding Title V of the Education Code and the need to fill the position on a permanent basis. After discussion, Dr. Hughlett moved that the Board of Trustees not conduct a recruitment process for an Interim President/Superintendent, and that Mr. William C. Farmer, Jr., be continued in the assignment as Acting President/Superintendent. Mr. Epple seconded the motion and the vote for approval was unanimous.

VIII. REPORTS

A. Board of Trustees
Mr. Macias indicated that approximately thirty-five Student Senate members were elected. He indicated that the campus is heading in the right direction and students are adjusting to the construction on campus.

Mr. Epple, Dr. Hughlett and Dr. Cho indicated that the New Employees Reception was an enjoyable event.

Mr. Jackson congratulated David Betancourt for an excellent performance at the Patriot Day concert in the City of Cerritos. He added that the college has an excellent football team this year.

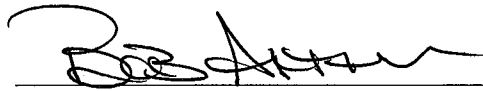
B. Faculty and Staff Leadership
Dr. Reece stated that the Faculty Senate is interested in the idea of broadening the profile of candidates for the upcoming presidential search.

C. Acting President/Superintendent and Vice Presidents

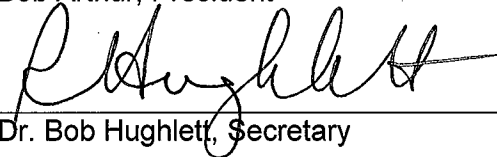
Mr. Farmer shared a report of activities and stated that enrollment is up by 11.1% in headcount and up by 8.31% in overall FTES. He added that staff is continuing to monitor the budget situation.

Dr. Johnson informed the Board that today is Constitution Day and added that there have been events on campus to celebrate the day. He stated that the Patriot Day concert was a great event.

- IX. CLOSED SESSION The Board adjourned to closed session at 6:35 p.m.
- X. RECONVENE The Board reconvened at 6:50 p.m.
- XI. ADJOURNMENT The meeting was adjourned at 6:50 p.m.
- XII. NEXT REGULAR MEETING The next regular meeting of the Board of Trustees is scheduled for Wednesday, October 1, 2008 at 5:00 p.m.



Bob Arthur, President



Dr. Bob Hughlett, Secretary

**CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE**

Attachment # 1

Quarterly Financial Status Report, CCFS-311Q
VIEW QUARTERLY DATA

CHANGE THE PERIOD

Fiscal Year: 2007-2008

Quarter Ended: (Q4) Jun 30, 2008

District: (810) CERRITOS

As of June 30 for the fiscal year specified

Line	Description	Actual 2004-05	Actual 2005-06	Actual 2006-07	Projected 2007-2008
I. Unrestricted General Fund Revenue, Expenditure and Fund Balance:					
A.	Revenues:				
A.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	73,470,443	80,947,922	86,884,376	88,316,839
A.2	Other Financing Sources (Object 8900)	0	0	0	0
A.3	Total Unrestricted Revenue (A.1 + A.2)	73,470,443	80,947,922	86,884,376	88,316,839
B.	Expenditures:				
B.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	74,020,749	77,918,915	82,945,128	86,032,575
B.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	2,562,350	1,755,274	1,574,318	1,684,132
B.3	Total Unrestricted Expenditures (B.1 + B.2)	76,583,099	79,674,189	84,519,446	87,716,707
C.	Revenues Over(Under) Expenditures (A.3 - B.3)	-3,112,656	1,273,733	2,364,930	600,132
D.	Fund Balance, Beginning	9,946,648	6,833,992	8,555,918	10,751,749
D.1	Prior Year Adjustments + (-)	0	448,193	-169,099	1,294,230
D.2	Adjusted Fund Balance, Beginning (D + D.1)	9,946,648	7,282,185	8,386,819	12,045,979
E.	Fund Balance, Ending (C. + D.2)	6,833,992	8,555,918	10,751,749	12,646,111
F.1	Percentage of GF Fund Balance to GF Expenditures (E. / B.3)	8.9%	10.7%	12.7%	14.4%

II. Annualized Attendance FTES:

G.1	Annualized FTES (excluding apprentice and non-resident)	17,167	16,621	16,580	17,173
-----	---	--------	--------	--------	--------

III. Total General Fund Cash Balance (Unrestricted and Restricted)

As of the specified quarter ended for each fiscal year

		2004-05	2005-06	2006-07	2007-2008
H.1	Cash, excluding borrowed funds				16,049,828
H.2	Cash, borrowed funds only				0
H.3	Total Cash (H.1+ H.2)	10,942,213	7,946,420	18,673,647	16,049,828

IV. Unrestricted General Fund Revenue, Expenditure and Fund Balance:

Line	Description	Adopted Budget (Col. 1)	Annual Current Budget (Col. 2)	Year-to-Date Actuals (Col. 3)	Percentage (Col. 3/Col. 2)
I. Revenues:					
I.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	85,828,472	85,998,849	88,316,839	102.7%
I.2	Other Financing Sources (Object 8900)	0	0	0	
I.3	Total Unrestricted Revenue (I.1 + I.2)	85,828,472	85,998,849	88,316,839	102.7%
J. Expenditures:					
J.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	90,316,110	90,819,570	86,032,575	94.7%
J.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	1,232,962	1,232,962	1,684,132	136.6%
J.3	Total Unrestricted Expenditures (J.1 + J.2)	91,549,072	92,052,532	87,716,707	95.3%
K.	Revenues Over(Under) Expenditures (I.3 - J.3)	-5,720,600	-6,053,683	600,132	
L.	Adjusted Fund Balance, Beginning	10,751,749	10,751,749	12,045,979	
L.1	Fund Balance, Ending (C. + L.2)	5,031,149	4,698,066	12,646,111	
M	Percentage of GF Fund Balance to GF Expenditures (L.1 / J.3)	5.5%	5.1%		

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V. Has the district settled any employee contracts during this quarter? **YES**

If yes, complete the following: (If multi-year settlement, provide information for all years covered.)

Contract Period Settled (Specify) YYYY-YY	Management		Academic				Classified	
	Total Cost Increase	% *	Permanent		Temporary		Total Cost Increase	% *
			Total Cost Increase	% *	Total Cost Increase	% *		
a. SALARIES:								
Year 1: 2007-08			1,237,363	4.5%	511,437	6.5%		
Year 2:								
Year 3:								
b. BENEFITS:								
Year 1:								
Year 2:								
Year 3:								

* As specified in Collective Bargaining Agreement or other Employment Contract

c. Provide an explanation on how the district intends to fund the salary and benefit increases, and also identify the revenue source/object code.
Using COLA funds provided by the State

VI. Did the district have significant events for the quarter (include incurrence of long-term debt, settlement of audit findings or legal suits, significant differences in budgeted revenues or expenditures, borrowing of funds (TRANS), issuance of COPs, etc.)? **NO**

If yes, list events and their financial ramifications. (Enter explanation below, include additional pages if needed.)

VII. Does the district have significant fiscal problems that must be addressed? **This year? NO**
Next year? NO

If yes, what are the problems and what actions will be taken? (Enter explanation below, include additional pages if needed.)

CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE

Quarterly Financial Status Report, CCFS-311Q
CERTIFY QUARTERLY DATA

CHANGE THE PERIOD


Fiscal Year: 2007-2008

Quarter Ended: (Q4) Jun 30, 2008

District: (810) CERRITOS

Your Quarterly Data is Certified for this quarter.

Chief Business Officer

CBO Name: Mr. James A. Albanese
CBO Phone: 562-860-2451
CBO Signature: 
Date Signed: _____

Chief Executive Officer Name: Mr. William C. Farmer, Jr.

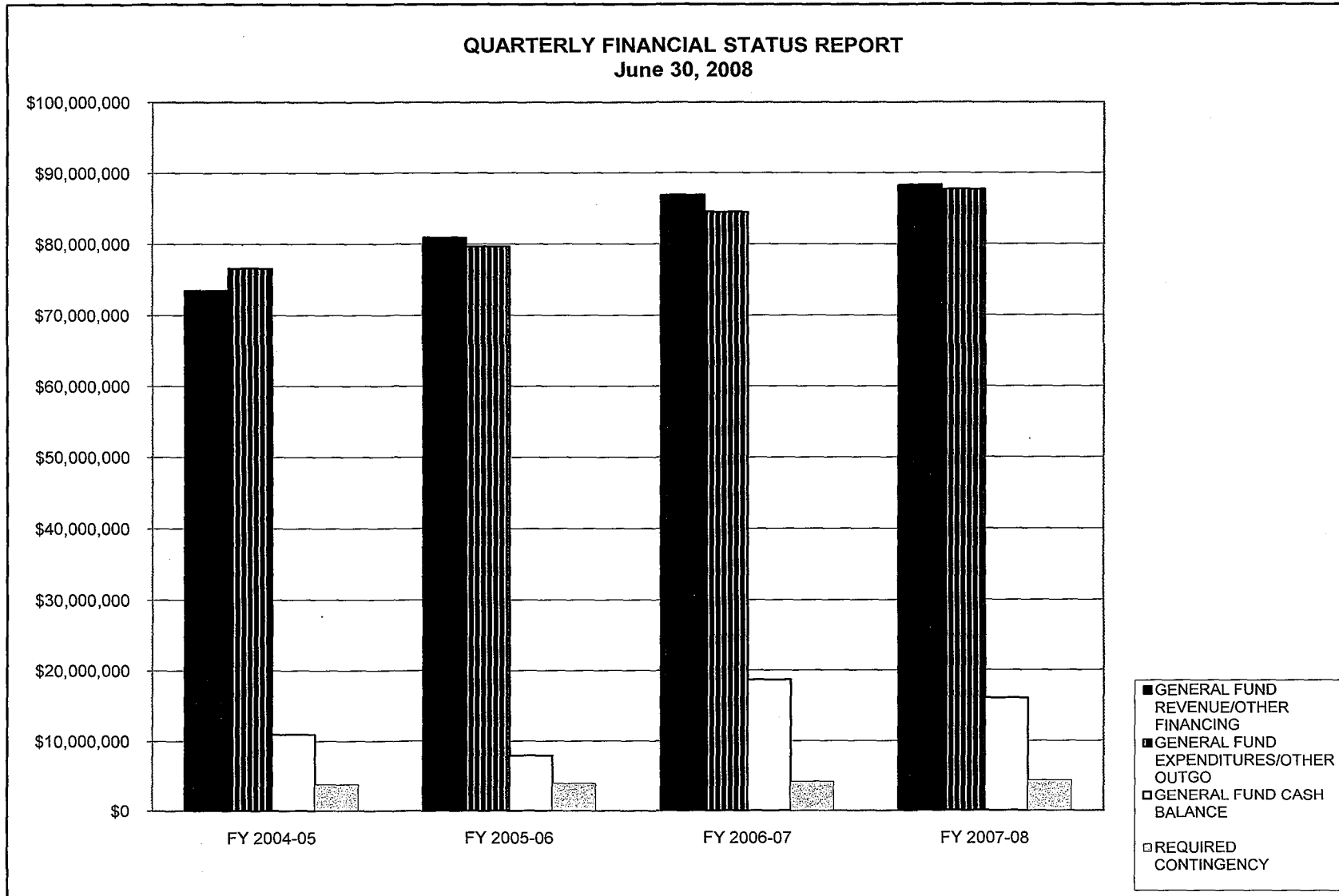
CEO Signature: _____
Date Signed: _____

Electronic Cert Date: 09/02/2008

District Contact Person

Name: Lola Rizkallah
Title: Director of Fiscal Services
Telephone: 562-860-2451
Fax: 562-924-2800
E-Mail: rizkallah@cerritos.edu

California Community Colleges, Chancellor's Office
1102 Q Street Sacramento, California 95814-6511
Send questions to Kuldeep Kaur, (916) 327-6818 kkaur@cccco.edu
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FACULTY HOURLY - BUSINESS EDUCATION

New Hires

Name		Discipline	Salary Placement	Rate
Davis	Patricia	Accounting	A1	48.83

FACULTY HOURLY - FINE ARTS & COMMUNICATIONS

Reemployed

Name		Discipline	Salary Placement	Rate
Quan	Doretta	Theatre	A2	51.71

New Hires

Name		Discipline	Salary Placement	Rate
Huxley	Dawn	Art & Design	A1	48.83
Raffety	Michael	Broadcasting Technology	A1	48.83

FACULTY HOURLY - HUMANITIES/SOCIAL SCIENCES

Reemployed

Name		Discipline	Salary Placement	Rate
Thames	April	Psychology	A2	51.71

New Hires

Name		Discipline	Salary Placement	Rate
Cummins	Megan	Economics	A1	48.83
Walthall	Johanna	Psychology	A1	48.83

FACULTY HOURLY - LIBERAL ARTS

Reemployed

Name		Discipline	Salary Placement	Rate
Andres	Moina	Foreign Language	B1	48.83
Kusano	Keiko	Foreign Language	B1	48.83
Takamatsu	Hisako	Foreign Language	B5	60.33

New Hires

Name		Discipline	Salary Placement	Rate
Rodriguez	Anna	ESL	A1	48.83
Watnik	Webster	English	A1	48.83

FACULTY HOURLY - PE/ATHLETICS**Reemployed**

Name		Discipline	Salary Placement	Rate
Brooks	Jack	Physical Education/Athletics	A2	51.71
Gould	Eric	Physical Education/Athletics	A1	48.83
Murray	Orlin	Physical Education/Athletics	B5	60.33
Nakajima	Mikiko	Physical Education/Athletics	A5	60.33
Ruiz	Raul	Physical Education/Athletics	A1	48.83
Schulist	Mark	Physical Education/Athletics	A5	60.33

New Hires

Name		Discipline	Salary Placement	Rate
Rodriguez	Anthony	Physical Education/Athletics	A1	48.83

FACULTY HOURLY - SCIENCE, ENGINEERING & MATHEMATICS**Reemployed**

Name		Discipline	Salary Placement	Rate
Woolever	James	Computer & Information Sciences	B5	60.33

FACULTY HOURLY - TECHNOLOGY**Reemployed**

Name		Discipline	Salary Placement	Rate
Aplanalp	Jane	Cosmetology	B5	60.33
Baker	Deborah	Cosmetology	A2	51.71
Gonzalez	Juan	Automotive Mechanical Repair	B5	60.33

New Hires

Name		Discipline	Salary Placement	Rate
Deseo	Ralph	Cosmetology	A1	48.83

FACULTY HOURLY - COMMUNITY, INDUSTRY & TECHNOLOGY EDUCATION**Reemployed**

Name		Assignment	Salary Placement	Rate
Esquer	Joseph	Apprenticeship	B5	60.33
Pedroza	Art	Apprenticeship	A2	51.71

EMPLOYMENT OF CLASSIFIED, SHORT-TERM, SUBSTITUTE,
AND/OR STUDENT HOURLY PERSONNEL

Consent
VI.F

SHORT-TERM HOURLY EMPLOYMENT (AS NEEDED), VARIABLE HOURS PER DAY & DAYS PER WEEK, FOR A PERIOD NOT TO EXCEED JUNE 30, 2008 OR 175 TOTAL WORKDAYS, WHICHEVER OCCURS FIRST

Tran, Minh	Aquatics Specialist	\$10.11/hr	06/27/08
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SUBSTITUTE HOURLY EMPLOYMENT (AS NEEDED) – (2008 – 2009 School Year)

Acosta, Carlos	Custodian	\$9.76/hr	07/31/08
Buenviaje, Michelle	"	"	"

SHORT-TERM HOURLY EMPLOYMENT (AS NEEDED), VARIABLE HOURS PER DAY & DAYS PER WEEK, FOR A PERIOD NOT TO EXCEED JUNE 30, 2009 OR 175 TOTAL WORKDAYS, WHICHEVER OCCURS FIRST

Fazeli, Bijan	Aide-General (Clerical)	\$8.00/hr	08/01/08
Gamage, Sayuri	"	"	07/01/08
Gamage, Sayuri	Aide-General (Lab)	\$8.00/hr	07/01/08
Punchihewa, Rangani	"	"	"
Soldan, Joe	"	"	08/04/08
Gerl, Caleb	Aide-General (Laborer)	\$8.00/hr	08/18/08
Berganza, Mary	Aide-Special (Special Ed.)	\$8.00/hr	08/18/08
Chavez, Raygoza, Yeraldine	"	"	"
Corona, Mary	"	"	"
Siv, Monirath	"	"	"
Lee, Shing Wun Alex	Aide-Special (Tutor)	\$8.20/hr (3)	08/11/08
Augustus, Mashera	Clerk	\$8.64/hr	07/25/08
Burton, Rachal	"	"	08/14/08
Jovel, Abigail	"	"	08/25/08
Martinez, Jonathan	"	"	07/25/08
Martinez, Rosemary Ann	"	"	08/25/08
Ortega, Jeffrey	"	"	07/25/08
Palacios, Keila	"	"	08/25/08
Salazar, Geraldine	"	"	07/25/08
Bautista, Osbaldo	Typist Clerk	\$8.64/hr	07/30/08
Hanna, Veronia	"	"	"
Coulter, Sherri	Aide-Special (Outreach Worker)	\$9.07/hr	08/01/08

Presented to the Board of Trustees 9/17/08

SHORT-TERM HOURLY EMPLOYMENT (AS NEEDED), VARIABLE HOURS PER DAY & DAYS PER WEEK, FOR A PERIOD NOT TO EXCEED JUNE 30, 2009 OR 175 TOTAL WORKDAYS, WHICHEVER OCCURS FIRST

Limson, Jana	Publicity Aide	\$9.07/hr	07/01/08
Choe, Sharon	Instructional Aide I	\$9.56/hr (1)	07/25/08
Flores Barrogan, Luis Sergio	"	\$9.99/hr (2)	08/04/08
Gaitan, Omar	"	\$9.56/hr (1)	08/18/08
Guirguis, Youstina	"	"	08/01/08
Ibarra, Hilario	"	"	08/25/08
Lee, Judi	"	\$9.99/hr (2)	08/07/08
Lee, Krystal	"	\$9.56/hr (1)	07/01/08
Lee, Shing Wun Alex	"	\$10.51/hr (3)	"
Lekavich, Chris	"	\$9.99/hr (2)	08/04/08
Leung, Ryan	"	\$9.56/hr (1)	07/01/08
Makary, Michael	"	"	08/18/08
Martinez, Renee	"	"	07/28/08
Noble, Amanda	"	\$10.51/hr (3)	08/18/08
Pachecano, Lucero	"	\$9.99/hr (2)	07/01/08
Perona, Armeta	"	"	08/01/08
Reynaga, Maria	"	\$9.56/hr (1)	08/25/08
Taylor, Michael	"	\$10.51/hr (3)	07/01/08
Terriguez, Yvonne	"	\$9.99/hr (2)	07/28/08
Villa, Brenda	"	\$10.51/hr (3)	08/04/08
Alvarez, Anthony	Financial Aid Clerk	\$9.31/hr	07/25/08
Esparza Jr., Jose	"	"	"
Feliciano, Kenia	"	"	"
Nelson, Brandy	"	"	"
Anene, Chigozie	Intermediate Clerk	\$9.56/hr	07/25/08
Briones, Mileth	"	"	07/01/08
Miranda, Katherine	"	"	07/25/08
Tate, Kristal	"	"	07/01/08
Arriaga, Sergio	Intermediate Typist Clerk	\$9.56/hr	08/13/08
Orr, Nellie	Student Activities Clerk	\$9.56/hr	07/01/08
Orr, Roger	"	"	"
Leyva, Karla	Admissions and Records Assistant	\$9.76/hr	08/11/08
Acosta, Carlos	Custodian	\$9.76/hr	07/31/08
Buenviaje, Michelle	"	"	"
Blandon-Vega, Richard	Community Outreach Worker	\$9.99/hr	08/18/08
Lopez, Barbara	"	"	"
Tran, Minh	Aquatics Specialist	\$10.11/hr	07/01/08
Meraz, Rosa	Division Secretary Clerk	\$10.53/hr	08/01/08
Rojas, Ashley	Secretary Clerk	\$10.53/hr	07/01/08

SHORT-TERM HOURLY EMPLOYMENT (AS NEEDED), VARIABLE HOURS PER DAY & DAYS PER WEEK, FOR A PERIOD NOT TO EXCEED JUNE 30, 2009 OR 175 TOTAL WORKDAYS, WHICHEVER OCCURS FIRST

Estrada, Shannon	Career Center Technician	\$10.77/hr	07/01/08
Durbin, Shari	Secretary	\$11.34/hr	07/01/08
Truong, Nguyen Duc Trinh	Aide-Special (Instructional System Technician)	\$11.60/hr	07/01/08
Valencia, Ulysses	Student Affairs Technician	\$11.60/hr	08/25/08
Rich, William	Senior Computer Operator	\$11.88/hr	07/01/08
Freeman, Mark	Instructional Aide II	\$12.81/hr (1)	07/01/08
Garcia, Laura	"	"	08/14/08
Hernandez, Edwin	"	"	07/01/08
Hortua, Julio	"	"	08/18/08
Lee, Shing Wun Alex	"	\$14.13/hr (3)	07/01/08
Montoro, Diana	"	\$12.81/hr (1)	07/28/08
Nevitt, Pamela	"	"	08/01/08
Pastora, Jacqueline	"	"	07/01/08
Sandoval, Kristina	"	"	08/14/08
Usborne, Mary	"	"	08/14/08
Wedell, Michael	"	\$14.13/hr (3)	08/18/08
Werstiuk, Karen	"	"	07/01/08
Noble, Amanda	Banquet Chef	\$13.13/hr	08/18/08
Gilbert-Lewis, Kandee	Teaching Assistant	\$13.47/hr	08/18/08
Klub-Morataya, Marisa	Multimedia Production Specialist	\$13.79/hr	08/18/08
Pintado, Crystal	Child Development Center Teacher Grade II	\$21.69/hr (1)	07/30/08
Leon, Maria	Cont. Ed. Specialist (Arts & Crafts)	\$22.45/hr	07/01/08
Layne, Jonathan	Cont. Ed. Specialist (Cultural Arts)	\$28.07/hr	08/15/08
Ye, Liang	"	"	"
Castillo, Ricardo	Community Education Specialist	\$29.15/hr	07/01/08
Follett, Kay	"	"	"
Garriott, Donald	"	"	"
Gonzalez, Gilda	"	"	08/01/08
Hiveley, Rachel	"	"	"
Holmes, Judi	"	"	07/01/08
Page, Elizabeth	"	"	"
Quaas-Berryman, Francie	"	"	08/18/08
Sodetani, Martha	"	"	07/01/08
Grady, Jerry	Aide-Special (Interpreter V)	\$39.50/hr	07/01/08
O'Malley, Tom	"	"	08/25/08

SHORT-TERM HOURLY EMPLOYMENT (AS NEEDED), VARIABLE HOURS PER DAY & DAYS PER WEEK, FOR A PERIOD NOT TO EXCEED JUNE 30, 2009 OR 175 TOTAL WORKDAYS, WHICHEVER OCCURS FIRST

Amaro, Sergio	Cont. Ed. Specialist (Business Tech.)	\$50.52/hr	07/01/08
Javier, Garza	"	"	"
Greenhagen, Charles	"	"	"
Livingston, Robert	"	"	"
Preciado, Joseph	"	"	"
Robles, Martha	"	"	"
Supple, Martin	"	"	08/04/08
Clark, Geralin	Cont. Ed. Specialist (Health Occ.)	\$50.52/hr	07/01/08
Segura, Aurora	"	"	"
Howlett, Richard	Project Specialist Technical Level I	\$75.00/hr	07/01/08

CERRITOS COLLEGE

TO: Board of Trustees
FROM: William C. Farmer, Jr., Acting President/Superintendent *WCF*
DATE: September 17, 2008
SUBJECT: Discussion/Consideration of Processes for Appointing Interim President/Superintendent and Dialogue with Acting and/or Interim President/Superintendent

RECOMMENDATION

Staff requests direction from the Board regarding the Interim President/Superintendent appointment process. Staff also requests direction from the Board regarding Dr. Bob Hughlett's request for dialogue with the Acting and/or Interim President/Superintendent.

ANALYSIS

At the July 16 Regular Board meeting, the Board held a discussion regarding the Interim President/Superintendent Appointment Process. At that time, Dr. Hughlett distributed the attached document which included a proposal regarding the appointment process. There was much discussion regarding the proposal.

The Board voted that the committee open the search to all interested individuals regardless of whether or not they are current or recent employees. The vote for approval was unanimous. The Board also voted to continue the discussion at the next Board meeting where all Board members are present.

Dr. Hughlett has also requested that the Board engage in a dialogue with the Acting President regarding views on a variety of issues.

FINANCIAL IMPLICATIONS

Unknown at this time.

Attachment

Description

This is to propose that a committee be immediately established composed of board members and representation, at least, from the groups identified in the board AP 2510 on participation in local decision making and the faculty senate memo on this subject of May 6 to the Board and other pertinent regulations, policies and procedures.

Proposed Committee Composition

- Trustees (2)
- Vice President (selected by VPs) (1)
- Faculty Senate Appointees (2)
- ACCME Appointees (2)
- CSEA Appointees (2)
- CCFE Appointees (2)
- Confidential Appointee (1)
- Community/Foundation Member (1)
- ASCC Appointee (1)
- EEOA Officer (non-voting) (1)

Proposed Given for the Committee

Applicants must be current or recent employees of the college.

Proposed Committee Tasks

- Develop documents and oversee screening process
- Coordinate with Human Resources in the announcement of the job opening
- Review all submitted applications
- Interview selected individuals from initial set of applications
- Select and forward qualified individuals to the Board of Trustees for final consideration

Proposed Goals for Interim President/Superintendent

- Goal 1: Refocus attention on shared governance
- Goal 2: Attend to student success as proposed by Academic Senate & others
- Goal 3: Build consensus around facilities master plan
- Goal 4: Facilitate writing of 2009-2012 Strategic Plan
- Goal 5: Initiate response to accreditation team findings
- Goal 6: Develop and manage budget
- Goal 7: Prepare for and facilitate national presidential search
- Goal 8: Others as established by the committee

Motions:

1. That an Interim President/Superintendent Search Committee be established to conduct the search for appropriate candidates for Interim President/Superintendent.
2. That said Committee be composed of members as follows:
 - a. Trustees (2)
 - b. Vice President (selected by VPs) (1)
 - c. Faculty Senate Appointees (2)
 - d. ACCME Appointees (2)
 - e. CSEA Appointees (2)
 - f. CCFF Appointees (2)
 - g. Confidential Appointee (1)
 - h. Community/Foundation Member (1)
 - i. ASCC Appointee (1)
 - j. EEOA Officer (non-voting) (1)
3. That said Committee limit the search to current or recent employees of Cerritos College.
4. That said committee proceed with the following tasks:
 - a. Develop documents and oversee screening process
 - b. Coordinate with Human Resources in the announcement of the job opening
 - c. Review all submitted applications
 - d. Interview selected individuals from initial set of applications
 - e. Select and forward qualified individuals to the Board of Trustees for final consideration
5. That said committee incorporate the following goals in materials and procedures describing the tasks of the Interim President/Superintendent in addition to those others as defined by the committee process:

Goal 1: Refocus attention on shared governance

Goal 2: Attend to elements of student success as proposed by Academic Senate et al

Goal 3: Build consensus around facilities master plan

Goal 4: Facilitate writing of 2009-2012 Strategic Plan

Goal 5: Initiate response to accreditation team findings

Goal 6: Develop and manage budget

Goal 7: Prepare for and facilitate national presidential search

Goal 8: Others as established by the committee

CERRITOS COMMUNITY COLLEGE DISTRICT
MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
OCTOBER 1, 2008

- I. CALL TO ORDER The meeting was called to order at 6:00 p.m. by Mr. Arthur, the Board President. Those present were Mr. Bob Arthur, Ms. Carmen Avalos, Dr. Tina Cho, Dr. Ted Edmiston, Mr. Bob Epple, Dr. Bob Hughlett, Mr. Tom Jackson, and Jason Macias, Student Trustee. Others present were the Acting President of the College, Interim Vice President of Academic Affairs, Interim Vice President of Business Services, Vice President of Student Services, Faculty Senate President and the CSEA President.
- II. PLEDGE OF ALLEGIANCE The flag salute was led by Mr. Macias.
- III. APPROVAL OF MINUTES A. It was moved by Mr. Epple and seconded by Dr. Hughlett to approve the minutes of the regular meeting of September 17, 2008. The vote for approval was unanimous.
- IV. PUBLIC HEARING A. Mr. Arthur opened the Public Hearing for Presentation of Initial Proposal for Negotiation of Reopener Items for the 2008-2009 Academic Year Submitted by Cerritos College Faculty Federation, Local 6215, CFT/AFT, AFL-CIO for Official Receipt and Public Notice/Hearing. There were no requests for comment. It was moved by Dr. Hughlett and seconded by Mr. Epple to close the public hearing. The vote to close the public hearing was unanimous.
- B. Mr. Arthur opened the Public Hearing for Presentation of Initial Proposal for Negotiation of Reopener Items for the 2008-2009 Academic Year Submitted by Cerritos Community College District for Negotiations with Cerritos College Faculty Federation, Local 6215, CFT/AFT, AFL-CIO for Official Receipt and Public Notice/Hearing. There were no requests for comment. It was moved by Dr. Hughlett and seconded by Mr. Epple to close the public hearing. The vote to close the public hearing was unanimous.
- C. Mr. Arthur opened the Public Hearing for Consideration of Approval to Publicize Notice of Date, Time and Location of Public Hearing and the Availability of the Cerritos Community College District Proposed 2008-09 Adopted Budget for Public Inspection. There were no requests for comment. It was moved by Dr. Hughlett and seconded by Mr. Epple to close the public hearing. The vote to close the public hearing was unanimous.
- V. INSTITUTIONAL PRESENTATIONS Employee of the Month
- Check Presentation – Greater Los Angeles New Car Dealers Association (GLANCD A)
- A. Mr. Farmer presented Connie Hunter with the Outstanding Classified Employee Award for the month of August 2008.
- B. Steve Richardson, Executive Director of the Cerritos College Foundation, introduced Charlie Gill, Executive Director of GLANCD A, Randy Sopp and John Hawkins, GLANCD A Board members. On behalf of GLANCD A, Mr. Gill presented the college with a \$500,000 pledge to benefit the Cerritos College Center for Transportation Technologies. On behalf of the Board, Mr. Arthur thanked the association for their generous contribution.

VI. PUBLIC PRESENTATIONS There were no public presentations.

VII. CONSENT AGENDA It was moved by Mr. Epple and seconded by Dr. Hughlett to approve the consent agenda and addendum. Dr. Hughlett requested that items VII.F and VII.G8 be held for separate consideration. The vote for approval was unanimous.

F. It was moved by Dr. Hughlett and seconded by Mr. Jackson to approve item F:

Partnership Agreement with Southern California Edison and Accept New Monies, as attached.

Dr. Hughlett stated that he was happy to see such a large dollar amount in incentives being provided to the college from Edison. Robert Riffle, Director of Physical Plant, spoke about the partnership between Edison and the college. The vote for approval was unanimous.

G. It was moved by Dr. Hughlett and seconded by Mr. Epple to approve item G8:

8. Dr. Matthew C. Lee
Accreditation Consulting Services
President's Office

To coordinate and provide technical assistance and advice to Cerritos College in preparing its Progress Report for the Accrediting Commission for Community and Junior Colleges (ACCJC). For period October 2, 2008 through March 1, 2009. Total cost is \$64,500 with funding from the President's Office.

Dr. Hughlett requested that staff share background information on this item. Mr. Farmer indicated that if approved, Dr. Lee would guide the preparation of the progress report to the ACCJC. Mr. Farmer indicated that he is no longer the Accreditation Liaison Officer due to a change in his position. He added that two managers who would be involved in the process are battling illnesses and are working half-days. He stated that at the manager's retreat on September 19, there was consensus that a consultant would be effective in taking ownership of the project and would complete it in a timely way. He added that Dr. Lee will produce a draft report, distribute it to campus for feedback and incorporate appropriate changes before it is sent to the commission. The vote for approval was unanimous.

A. Accepted gifts with letters of thanks to the following:

- 2008 Ford F150

VIN No.: 1FTRF12258KC89046

Donated by: Fay A. Watts, Technical Career Entry Program Manager
Technical Support Operations
Ford Motor Company
1555 Fairlane Drive
Allen Park, MI 48101

- 1000 pounds of miscellaneous steel
- 500 pounds of miscellaneous aluminum

Donated by: Don Araiza, President
Eide Industries, Inc.
16215 Pioma Avenue
Cerritos, CA 90803

period November 18, 2008 through March 1, 2009. Total cost is not-to-exceed \$10,000.00 with funding from the Human Resources department.

6. Dr. Dawn Person
CTE Teacher Preparation Pipeline Grant
Teacher TRAC
To provide evaluation services to include developing, administering and tabulating surveys and focus groups for our program students, SEROP instructors, Cerritos faculty, and counselors and completing summary reports. For period October 2, 2008 through May 31, 2009. Total cost is not-to-exceed \$4,000.00 with funding from the CTE Teacher Preparation Pipeline Grant.
7. Southeast Regional Occupational Program (SEROP)
CTE Teacher Preparation Pipeline Grant
Teacher TRAC
To fund joint faculty development programs, conduct student outreach and to develop through the Partnership for Quality Education (PQE) the course sequencing and pathways in career education. For period October 2, 2008 through May 1, 2009. Total cost is not-to-exceed \$17,600.00. Funds are provided by the CTE Teacher Pipeline Preparation Grant.
8. This item was considered separately.

H. Approved and/or Ratified Resignations Accepted by the President/Superintendent, as follows:

Horvath, Ellen M., Professor (Speech Department), effective July 2, 2009

Added by addendum:

Armijo, Leonard, Locker & Equipment Manager (Health, Physical Education & Athletics), effective November 21, 2008

- I. Approved Employment of Temporary and/or Substitute Hourly Faculty Personnel, as needed for 2008-2009 Academic Year, as attached.
- J. Approved and/or Ratified Employment of Classified, Short-Term, Substitute, and/or Student Hourly Personnel, as attached.

VIII. ADMINISTRATIVE MATTERS

- A. As information, the Board book contained College Coordinating Committee Minutes for September 8, 2008.
- B. As information, the Board book contained the Associated Students Cerritos College (ASCC) Financial Report for the Period Ending June 30, 2008.

IX. REPORTS

- A. Board of Trustees
Mr. Macias encouraged everyone to attend the college's football games.

Mr. Epple agreed with Mr. Macias and added that the last game was very exciting.

Dr. Hughlett stated that he appreciates receiving campus event updates through the Daily Falcon e-mail.

- B. Approved Gateways Title V Grant Stipend, as attached.
- C. Approved Career Technical Education (CTE) Teacher Preparation Pipeline Grant Resource Faculty Stipends, as attached.
- D. Approved National Science Foundation Grant No-Cost Extension, as attached.
- E. Approved Institutional Membership into Long Beach Area Chamber of Commerce, as attached.
- F. This item was considered separately.
- G. Approved Contracts as follows:

Medical

AMENDMENT

- 1. Presbyterian Intercommunity Hospital
Nursing, Pharmacy Technician, Emergency Medical Technician,
Physical Therapist Assistant Programs
Health Occupations
To add a requirement for drug abuse testing of students placed at the facility. The time will remain through November 7, 2009. No cost to the District.

NEW

- 2. California State University, Long Beach
Student Field Placement – Kinesiology
Student Health Services
For the Student Health Services department to provide designated CSULB students in the Department of Kinesiology with practicum experience including use of appropriate facilities for learning and training purposes. For period October 2, 2008 through June 30, 2009. No cost to the District.

RENEWAL

- 3. Evergreen Fullerton Healthcare
Nursing Program
Health Occupations
To continue to provide clinical/practicum experiences for students enrolled in the Nursing Program. For period December 1, 2008 through November 30, 2010. No cost to the District.

License

RENEWAL

- 4. California Mathematics Diagnostic Testing Project (MDTP)
Mathematics Assessment Agreement
Career & Assessment Services
This agreement allows the use of MDTP copyrighted tests to assess students for mathematics classes. For period July 1, 2008 through June 30, 2009. Total cost will be \$800.00 with funding from the Career & Assessment Services department.

Services

NEW

- 5. Sara Adler
Arbitration Services
Human Resources
To serve as an arbitrator in a classified employment grievance. For

B. Faculty and Staff Leadership

Dr. Reece shared an update on the Agenda for Student Success. He added that the Habits of Mind campaign is moving along nicely and that efforts are underway to identify students who are eligible to transfer and provide support so that they can apply to universities. He concluded by stating that the Campus Transformation Committee has received a lot of responses and positive feedback with regard to the recent survey that was distributed.

Ms. Laughon indicated that CSEA was not previously aware of the consultant for Accreditation services. She added that she was confident CSEA would be involved once the process is underway.

C. Acting President/Superintendent and Vice Presidents

Mr. Farmer shared a report of activities. He added that on September 23, he participated in an interesting panel discussion at Cal State Long Beach with Lieutenant Governor John Garamendi.

Dr. Albanese indicated that he will be attending the Chancellor's workshop on Monday, October 6 and added that the college is waiting for its first apportionment this year. He added that the college may need to look at borrowing from the County Treasury. There was discussion about staying in contact with elected officials to convey concerns about the budget and the potential impact of various ballot measures on the November ballot.

Approved and/or Ratified Resignations Accepted by the Board of Trustees, President/Superintendent, as follows:

Horvath, Ellen M., Professor (Speech Department) resigned effective 12/20/09. Added by addendum.
Armijo, Leonard, Locks & Equipment Manager (Facilities & Maintenance Department), effective November 21, 2008

X. CLOSED SESSION There was no closed session.


Approved Employment of Temporary and/or Substitute Hourly Faculty: **XI. PERMANENT** There was no need to reconvene.

XII. ADJOURNMENT The meeting was adjourned at 6:45 p.m.

Approved and/or Ratified Employment of Classified, Short Term Subordinate Personnel: **XIII. NEXT REGULAR MEETING** The next regular meeting of the Board of Trustees is scheduled for Wednesday, October 15, 2008 at 6:00 p.m.

As information, the Board book contained College Coordinating Committee Minutes for September 8, 2008.

As information, the Board book contained the Associated Students of Cerritos College (ASCC) Financial Report for the Reporting Period June 30, 2008.


Bob Arthur, President


Dr. Bob Hughlett, Secretary

Mr. Macias encouraged everyone to attend the college's fall intramural games.

Mr. Epple agreed with Mr. Macias and added that the last game was very exciting.

Dr. Hughlett stated that he appreciates receiving campus event updates through the Daily Falcon e-mail.

Board of Trustees
Meeting
October 7, 2008
Page 10 of 12
Approved by the Board of Trustees
October 7, 2008

CERRITOS COLLEGE

TO: Board of Trustees
FROM: William C. Farmer, Jr., Acting President/Superintendent **WCF**
PREPARED BY: Daniel O'Rourke, Acting Director of Human Resources **DOR**
DATE: October 1, 2008
SUBJECT: Presentation of Initial Proposal for Negotiation of Reopener Items for the 2008-2009 Academic Year Submitted by Cerritos College Faculty Federation, Local 6215, CFT/AFT, AFL-CIO for Official Receipt and Public Hearing

RECOMMENDATION

It is recommended that:

1. The attached initial proposal from Cerritos College Faculty Federation, Local 6215, CFT/AFT, AFL-CIO for negotiation of reopener items for the 2008-2009 academic year be acknowledged for official receipt by the District and presented for public hearing pursuant to the provisions of State Government Code Section 3547.
2. The President of the Board of Trustees open the hearing for public comment, and after any comments from the public, the President of the Board of Trustees shall close the public hearing.

OVERVIEW

The Cerritos College Faculty Federation, Local 6215, CFT/AFT, AFL-CIO has submitted an initial proposal to the District for negotiation of reopener items for the 2008-2009 academic year pursuant to the provisions of the existing CCFF-District Collective Bargaining Agreement.

ANALYSIS

Attached is the initial proposal submitted by Cerritos College Faculty Federation, Local 6215, CFT/AFT, AFL-CIO for negotiation of reopener items for the 2008-2009 academic year, pursuant to the provisions of Article 10 of the CCFF-District Collective Bargaining Agreement.

FINANCIAL IMPLICATIONS

Financial implications are contingent on the results of negotiations.



Cerritos College, 11110 Alondra Blvd, Norwalk, CA 90650
tel: 562.467.5000 x2295 • fax: 562.924.3194 • e-mail: ccff@netwood.net
Campus Office: Public Affairs Building, Rm 114

2008 SEP 15 P 2:16

Cerritos College Faculty Federation Memorandum

TO: DAN O'ROURKE, ACTING DIRECTOR OF HUMAN RESOURCES,
CERRITOS COLLEGE

FROM: TED STOLZE, PRESIDENT, CERRITOS COLLEGE FACULTY
FEDERATION *Ted Stolze*

DATE: SEPTEMBER 15, 2008

RE: THE CCFF'S INITIAL PROPOSAL FOR NEGOTIATION OF REOPENER
ITEMS BETWEEN THE CERRITOS COLLEGE FACULTY FEDERATION
AND THE CERRITOS COMMUNITY COLLEGE DISTRICT FOR 2008-
2009 ACADEMIC YEAR

The following is the CCFF's proposal for negotiation of reopener items between the Cerritos College Faculty Federation ("CCFF"), AFT Local 6215, and the Cerritos Community College District ("District") for the period July 1, 2008, through June 30, 2009. The CCFF proposes to negotiate three (3) new articles and to amend existing articles as listed below.

SUMMARIES OF ARTICLES FOR THE CCFF TO NEGOTIATE IN 2008-2009

Class Size and Load Banking establishes the mechanism by which low-enrolled classes are allowed to "make" or are cancelled. It establishes compensation enhancements for large classes. The article also allows tenured faculty to earn Load Credit instead of salary to receive a reduced assignment for a future academic term(s) or a paid Load Credit Leave.

Lecture/Lab Pay Differentials establishes the process by which the District will eliminate the pay differential between "lecture" and "lab" course assignments.

Standards for Instructional Space and Work Environment requires the District to establish and maintain a safe, clean, healthy, and sustainable work environment, and includes, but is not limited to, faculty offices, instructional spaces, facilities, and technology that are appropriate to the teaching profession.

REOPENERS

000127

We intend to extend, refine, and modify existing language as well as include new sections briefly summarized below. The specific Article numbers are subject to change depending upon the incorporation of new contract articles as proposed above.

Article 4: Salary proposes salary increases for full-time and part-time faculty, paid office hours and ancillary activities for part-time faculty, and paid parking for full-time and part-time faculty.

Health Benefits proposes changes to health benefits for retired faculty and establishes health benefits for part-time faculty.

CERRITOS COLLEGE

TO: Board of Trustees
FROM: William C. Farmer, Jr., Acting President/Superintendent *WCF*
PREPARED BY: Daniel O'Rourke, Acting Director of Human Resources *DOJR*
DATE: October 1, 2008
SUBJECT: **Presentation of Initial Proposal for Negotiation of Reopener Items for the 2008-2009 Academic Year Submitted by Cerritos Community College District for Negotiations with Cerritos College Faculty Federation, Local 6215, CFT/AFT, AFL-CIO for Official Receipt and Public Notice/Hearing**

RECOMMENDATION

It is recommended that:

1. The attached initial proposal from the District for negotiation of reopener items for the 2008-2009 academic year with Cerritos College Faculty Federation, Local 6215, CFT/AFT, AFL-CIO, be acknowledged for official receipt and presented for public notice/hearing pursuant to the provisions of State Government Code Section 3547.
2. The President of the Board of Trustees open the hearing for public comment, and after any comments from the public, the President of the Board of Trustees shall close the hearing.

OVERVIEW

The District has submitted an attached initial proposal for negotiation of reopener items for the 2008-2009 academic year with the Cerritos College Faculty Federation, Local 6215, CFT/AFT, AFL-CIO, pursuant to the provisions of the existing CCFF-District Collective Bargaining Agreement.

ANALYSIS

Attached is the initial proposal submitted by the District for negotiation of reopener items for the 2008-2009 academic year with the Cerritos College Faculty Federation, Local 6215, CFT/AFT, AFL-CIO, pursuant to the provisions of Article 10 of the CCFF-District Collective Bargaining Agreement.

FINANCIAL IMPLICATIONS

Financial impact is contingent on the results of negotiations.

Attachment

CERRITOS COLLEGE

TO: Dr. Ted Stolze, President
Cerritos College Faculty Federation, Local 6215, CFT/AFT, AFL-CIO

FROM: Daniel O'Rourke, Acting Director of Human Resources *DOOR*

DATE: September 15, 2008

SUBJECT: District's Initial Proposal for Negotiation of Reopener Items Between the Cerritos College Faculty Federation, Local 6215, CFT/AFT, AFL-CIO and the Cerritos Community College District for the 2008-2009 Academic Year.

The following is the District's initial proposal for negotiation of reopener items for the CCFF-District Collective Bargaining Agreement for the period July 1, 2008 through June 30, 2009, in accordance with the provisions of Article 10 of the existing bargaining agreement. All provisions of the existing agreement remain the same except for negotiation of the following items:

1. **SALARY:** Determine salaries for full-time bargaining unit employees (base contract, overload, summer session pay rates), and temporary part-time hourly bargaining unit employees (hourly pay rates).
2. **HEALTH BENEFITS:** Determine and specify provisions for District health benefit plans for eligible bargaining unit employees and eligible retirees.
3. **ASSIGNMENT:** Include a new article that delineates the terms and conditions of faculty assignments
4. **EVALUATION FORMS:** Modify the existing evaluation forms including changes to conform to accreditation standards.
5. **TERM:** Extend the term of the Agreement through June 30, 2011 with reopener provisions for the 2009-2010 and 2010-2011 academic years.

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UPDATED

CERRITOS COLLEGE

TO: Board of Trustees

FROM: Mr. William C. Farmer, Jr., Acting President/Superintendent *WCF*

REVIEWED BY: James A. Albanese, Interim Vice President of Business Services

PREPARED BY: Lola Rizkallah, Director of Fiscal Services *Lola Rizkallah*

DATE: October 1, 2008

SUBJECT: **Consideration of Approval to Publicize Notice of Date, Time and Location of Public Hearing and the Availability of the Cerritos Community College District Proposed 2008-09 Adopted Budget for Public Inspection.**

RECOMMENDATION

It is recommended that the Board of Trustees approve the publication of the notice of the date, time, and location of the Public Hearing and the availability of the Cerritos Community College District Proposed 2008-09 Adopted Budget for public inspection.

OVERVIEW

Title 5, Division 6, Chapter 9, Subchapter 4, Section 58301 requires the Community College Districts to publish a notice in newspapers of general circulation, announcing the availability of the District's Proposed Adopted Budget for public inspection indicating the dates, times, and locations of the Public Hearing.

ANALYSIS

Due to the fact that the State has delayed the adoption of its budget, the Chancellor's Office has extended the deadline to adopt the 2008-09 budget to October 15, 2008. The notice providing the date, time, and location for public inspection of the Cerritos Community College District Proposed 2008-09 Adopted Budget, will be placed in local publications. These are daily, weekly and monthly publications covering the cities of Artesia, Bellflower, Cerritos, Downey, Hawaiian Gardens, Lakewood, La Mirada and Norwalk:

- 1) Los Angeles Times (Southeast Long Beach Edition)
- 2) Long Beach Press Telegram
- 3) Whittier Daily News
- 4) L.A. Opinion (Spanish)
- 5) Los Cerritos Community News
- 6) Orange County Register
- 7) Downey Herald American

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The Budget Calendar is as follows:

October 2, 2008*	District publishes notice in the newspapers and the local publications announcing dates, times, and location for public inspection of the Budget.
October 8, through October 15, 2008* 8:00 a.m. to 4:30 p.m.	Dates the Budget is available for inspection by the public in the President's Office and the Office of the Vice President of Business Services at Cerritos College.
October 15, 2008*	Public Hearing – Board of Trustees Regular Meeting in the “Cheryl A. Epple Board Room”.
October 15, 2008*	Board adopts the Proposed 2008-09 Adopted Budget – Board of Trustees Regular Meeting in the “Cheryl A. Epple Board Room”.

*** Above dates are subject to change pending the Governor's approval of the budget.**

FINANCIAL IMPLICATIONS

No additional financial impact. This is budgeted in the General Fund.

Attachment

NOTICE OF PUBLIC HEARING
ON THE PROPOSED 2008-09 ADOPTED BUDGET OF
CERRITOS COMMUNITY COLLEGE DISTRICT
OF LOS ANGELES COUNTY

The governing board of Cerritos Community College District will hold a public hearing on the Proposed Adopted Budget of the District for the 2008-09 year prior to final adoption as required by Title 5, Division 6, Chapter 9, Subchapter 4, Section 58301.

The Public Hearing will be held at the Cerritos Community College "Cheryl A. Epple Board Room" on October 15, 2008, at 6:00 P.M. The public is cordially invited to attend this meeting.

The Proposed Adopted Budget will be on file and available for public inspection at the following location(s) should members of the public wish to review the Budget prior to the Public Hearing.

Location: Cerritos Community College, 11110 Alondra Blvd., Norwalk – President's Office and Vice President of Business Services Office; Date/Time: Wednesday, October 8, through Wednesday, October 15, 2008 between the hours of 8:00 a.m. and 4:30 p.m.

Berlanti A Rizkallah, Director of Fiscal Services

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CERRITOS COLLEGE

TO: Board of Trustees

FROM: William C. Farmer, Jr., Acting President/Superintendent *WCF*

REVIEWED BY: M.L. Bettino, Dean of Academic Affairs *[Signature]*

PREPARED BY: Ms. Sally Sestini, Mathematics Department Chair, Gateways Title V Grant Activity Director, AMP Coordinator

DATE: October 1, 2008

SUBJECT: Consideration of Approval of Gateways Title V Grant Stipend

RECOMMENDATION

It is recommended that the Board of Trustees approve payment for the named employee. Gateways Title V Grant funds will be utilized for this expenditure.

OVERVIEW

Under the Opening Academic Gateways to Science and Technical Professions for Hispanic Students Title V Grant that the college received in 2004, grant funds will be used to promote success in gateway Mathematics courses, specifically Math 20, 40, 60 and 80.

ANALYSIS

The Mathematics Department has been very active in promoting success in Math 20, 40, 60 and Math 80 courses this past Spring semester. Numerous meetings and workshops held in Fall 2007 and Spring 2008 have focused on using different teaching modalities to help students succeed in Math 20, 40, 60 and Math 80. These included: using tutors inside the classroom; teaching Math 20, 40, 60 and Math 80 in a 9-week format as part of a learning community; and applying a variety of teaching strategies such as "hands on activities" with less lecture and more discussion. A massive effort to recruit and train student tutors was implemented in Spring 2005 and continues to be a significant component of this grant.

Jan Connal has served as the Cerritos College project evaluator for the Title V Grant since its inception. During the summer (2008) she assimilated and reviewed suggestions and previously prepared reports to develop an evaluation program for the final year of the project. She reviewed and distributed literature pertinent to improving and assessing student performance in pre-collegiate mathematics. She also prepared program files to report and analyze relevant performance measures from the institution's Spring 2008 MIS submission.

FINANCIAL IMPLICATIONS

The following full-time Certified Cerritos College employee is to receive a stipend for work performed over the summer in 2008.

Janice Connal - \$ 3,500.00
Gateways Title V Grant funds will be utilized for this expenditure.

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CERRITOS COLLEGE

TO: Board of Trustees

FROM: William C. Farmer, Jr., Acting President/Superintendent *WCF*

PREPARED BY: Carina Huynh, CTE Teacher TRAC Project Manager *CH*

DATE: October 1, 2008

SUBJECT: **Consideration of Approval of the Career Technical Education (CTE) Teacher Preparation Pipeline Grant Resource Faculty Stipends**

RECOMMENDATION

It is recommended that the Board of Trustees approve payment of CTE Teacher Preparation Pipeline Grant stipends to Steve Berklite, Anthony Fortner, and Rupert Pacheco. The grant was Board approved on June 18, 2008.

OVERVIEW

Cerritos College has received funding in the amount of \$264,200 from the Chancellor's Office to assist with meeting the need for high school and community college CTE Teachers by implementing teacher preparation pathways in three CTE industry sectors (automotive, welding, and woodworking).

ANALYSIS

The funds from the CTE Teacher Preparation Pipeline Grant are designated to develop CTE teacher pathways and curriculum, establish student development activities and provide individualized counseling services, develop program marketing and recruitment materials/activities, develop support structures and partnerships, and provide staff development opportunities for faculty within the designated industry sectors. The Resource Faculty are an integral part of the development and success of the program.

As stipulated and funded by the Grant, the following tasks and activities will be carried out by our resource faculty:

1. Serve as main liaison for their department and CTE Teacher TRAC.
2. Participate in professional development sessions, student professional development activities (e.g. conferences, workshops, etc.) and in other program meetings and activities.
3. Participate in a Math and/or English Faculty Inquiry Group (FIG) and meetings for development and continuation of a contextualized Math 60 course and English 52 course.
4. Assist with internship/mentorship program development, student placement, and recruitment of participating faculty and provide input on marketing, outreach, and evaluation activities.
5. Meet with CTE Project Manager on consistent basis.

FINANCIAL IMPLICATIONS

The following Cerritos College faculty are to receive a \$2,500 stipend for their work performed during the 2008-2009 school year: Steve Berklite, Anthony Fortner, and Rupert Pacheco.

The CTE Teacher Preparation Pipeline Chancellor's Grant will be used for these expenditures.

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CERRITOS COLLEGE

TO: Board of Trustees
FROM: William C. Farmer, Jr., Acting President/Superintendent *WCF*
PREPARED BY: Sue Parsons, Director of Teacher TRAC and Learning Communities *SP*
DATE: October 1, 2008
SUBJECT: Consideration of Approval of the National Science Foundation Grant No-Cost Extension

RECOMMENDATION

It is recommended that the Board of Trustees approve the National Science Foundation grant no-cost extension.

OVERVIEW

Cerritos College has received funds from the National Science Foundation (NSF) for October 1, 2005 - September 30, 2008 in the amount of \$282,360. NSF has awarded the College an extension through September 30, 2009 without additional funds.

ANALYSIS

Funding from the National Science Foundation was provided to the Teacher TRAC program to develop a secondary school mathematics and science teacher preparation program called Teaching Secondary School Scholar Partnership TS³P. The overall project goal of TS³P is to increase the number of secondary school teachers who have single subject credentials in mathematics or the sciences. The extension is awarded in order to allow for the completion of the agreed level of effort. A major focus this year will be recruiting, placing, and mentoring as many students as possible each semester in work experience in a middle school or high school math and/or science classroom.

FINANCIAL IMPLICATIONS

The no-cost extension allows the Cerritos College Teacher TRAC Program to spend the remainder of the grant funds already awarded to the college. There is no cost to the district.

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Notifications & Requests | MAIN ▶

Prepared by PI

All by Status

PI Organization: Cerritos College

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National Science Foundation

4201 WILSON BOULEVARD, ARLINGTON, VIRGINIA 22230

Award Date:
Award No.
Amendment No.August 30, 2008
DUE-0501326
001Dr. John Grindel
President
Cerritos College
11110 E Alondra Blvd
Norwalk, CA 90650-6203

Dear Dr. Grindel:

By letter dated June 16, 2005, the sum of \$282,360 was awarded to Cerritos College, under the direction of Susan D. Parsons, Mark Hugen for support of the project entitled:

"Teaching Secondary School Scholar Partnership Program (TS3P)."

The purpose of this amendment is to extend the expiration date of the grant from September 30, 2008 to September 30, 2009 without additional funds in order to allow for the completion of the agreed level of effort.

Except as modified by this amendment, the grant conditions remain unchanged.

The cognizant NSF program official for this grant is Karen F. Zuga (703) 292-5112.

The cognizant NSF grants official is Angela A. Turner (703) 292-7524.

Sincerely,

Angela A. Turner
Grants and Agreements OfficerCFDA No. 47.076
jgrindel@cerritos.edu

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CERRITOS COLLEGE

TO: Board of Trustees
FROM: William C. Farmer, Jr., Acting President/Superintendent *WCF*
PREPARED BY: Mark Wallace, Director of Public and Governmental Relations *MW*
DATE: October 1, 2008
SUBJECT: Consideration of Approval of Institutional Membership into Long Beach Area Chamber of Commerce

RECOMMENDATION

It is recommended that the Board of Trustees approve institutional membership of Cerritos College in the Long Beach Area Chamber of Commerce.

OVERVIEW

The Long Beach Area Chamber of Commerce has been actively soliciting Cerritos College to become a member. Faculty members in the Business Division are interested in broadening their reach for training partnerships, including building an advisory committee for the new insurance program. The college also places students in automotive dealerships in Long Beach and would be joining the Southland Motor Car Dealers Association as a member. Several of our state legislative districts overlap into Long Beach. Additionally, we have partnerships with CSULB, a prominent member of the Chamber.

ANALYSIS

While Long Beach is outside the College District, it is a neighbor city to the college. We also receive a significant number of students from Long Beach each year. Affiliation with the Chamber will provide an opportunity for the college to enhance its publicity in this community and to help us build our competitive edge throughout the region.

FINANCIAL IMPLICATIONS

The cost to the college will be \$730.00 for an institutional membership.

CERRITOS COLLEGE

TO: Board of Trustees
FROM: William C. Farmer Jr., Acting President *WCF*
REVIEWED BY: Jim Albanese, Interim Vice President of Business Services *J.A.*
PREPARED BY: Robert Riffle, Director of Physical Plant *RR*
DATE: October 1, 2008
SUBJECT: **Consideration of Approval to enter into Partnership Agreement with Southern California Edison and Accept New Monies**

RECOMMENDATION

It is recommended that the Board of Trustees direct the Vice President of Business Services or his designee to enter into a Partnership Agreement with Southern California Edison and accept new monies. It is requested that the agreement be approved to accept new revenue, establish and/or adjust budgets, and authorize expenditures within the Capital Outlay Fund, pursuant to the California Code of Regulations Title 5, §58308. Authorization is further requested for the Vice President of Business Services or the Director of Physical Plant to execute any agreements and related documents and any amendments to modify the agreements on behalf of the District.

OVERVIEW

Authorization is requested to enter into an agreement for the Partnership Program with Southern California Edison (SCE), entitled "California Community Colleges Energy Efficiency Partnership Program." This Agreement is a one-time offer to provide a financial incentive to the District for participation in the program.

To be eligible for incentives under the Program, the project(s) proposed in the agreement must be a facility retrofit, monitoring-based commissioning, or new construction project located within SCE's service territory where energy-efficient equipment or systems are installed.

The Agreement is valid through June 30, 2009. However, proposed projects must be completed and verified by SCE Program Representatives by December 31, 2008.

ANALYSIS

As a result of the District's participation in the Program, the District will receive estimated incentives totaling \$922,747.32, which will be used for future energy-saving projects at Cerritos College. The incentives received are the result of the following current GO Bond projects: the new Central Plant, energy efficient lighting retro-fitting, and the replacement of hot water boilers throughout campus. The incentives will not pay for infrastructure such as underground piping and high voltage electrical panel replacements within the central plant/chilled water project.

FINANCIAL IMPLICATIONS

The District will receive estimated incentives totaling \$922,747.32 which will be used for future energy-saving projects at Cerritos College.

FACULTY HOURLY - BUSINESS EDUCATION**New Hires**

Name		Discipline	Salary Placement	Rate
Kerr	Janet	Court Reporting	A1	48.83

FACULTY HOURLY - FINE ARTS & COMMUNICATIONS**Reemployed**

Name		Discipline	Salary Placement	Rate
Dillon	Rhonda	Applied Music	B5	60.33
Kent	Kathi	Photography	A2	51.71

FACULTY HOURLY - HEALTH OCCUPATIONS**New Hires**

Name		Discipline	Salary Placement	Rate
Puckett	Linda	Speech-Language Pathology Asst	A1	48.83

FACULTY HOURLY - LIBERAL ARTS**Reemployed**

Name		Discipline	Salary Placement	Rate
Gallegos	Joe	English	B4	57.46

FACULTY HOURLY - SCIENCE, ENGINEERING & MATHEMATICS**Reemployed**

Name		Discipline	Salary Placement	Rate
Engebretson	James	Computer & Information Sciences	B2	51.71
Gonzalez	Antonio	Mathematics	B1	48.83

New Hires

Name		Discipline	Salary Placement	Rate
Lechuga	Hector	Mathematics	A1	48.83

FACULTY HOURLY - TECHNOLOGY**Reemployed**

Name		Discipline	Salary Placement	Rate
Miller Harberts	Roxanna	Cosmetology	B2	51.71

New Hires

Name		Discipline	Salary Placement	Rate
Becerra	Mardell	Cosmetology	A1	48.83
Mabry	Robert	Machine Tool Technology	A1	48.83

FACULTY HOURLY - COMMUNITY, INDUSTRY & TECHNOLOGY EDUCATION**Reemployed**

Name		Assignment	Salary Placement	Rate
Edrosa	Edward	Apprenticeship	B1	48.83
Knight	Michael	Pathways Programs	B5	60.33

New Hires

Name		Assignment	Salary Placement	Rate
Bronner	Ramon	Pathways Programs	A1	48.83
Hong	Daniel	Pathways Programs	A1	48.83

EMPLOYMENT OF CLASSIFIED, SHORT-TERM, SUBSTITUTE,
AND/OR STUDENT HOURLY PERSONNEL

SHORT-TERM HOURLY EMPLOYMENT (AS NEEDED), VARIABLE HOURS PER DAY & DAYS
PER WEEK, FOR A PERIOD NOT TO EXCEED JUNE 30, 2009 OR 175 TOTAL WORKDAYS,
WHICHEVER OCCURS FIRST

Liong, Joshua	Aide-General (Clerical)	\$8.00/hr	07/01/08
Reveles-Martinez, Lizbeth	"	"	08/18/08
Mardonovich, Sandra	Aide-General (Lab)	\$8.00/hr	08/04/08
Nga, Yannick	Aide-Special (Special Ed.)	\$8.00/hr	08/18/08
Shah, Kundan	"	"	"
Ruiz, Martha	Clerk	\$8.64/hr	07/01/08
Bavarsad, Ernest	Instructional Aide I	\$9.56/hr (1)	07/28/08
Branch, William	"		08/06/08
Lee, James Junho	"		07/28/08
Jimenez, Sarah	Intermediate Clerk	\$9.56/hr	07/28/08
Heredia, Anthony	Aquatics Specialist	\$10.11/hr	07/25/08
Try, Kim Beau	Science Lab Technician (Biology)	\$11.88/hr	07/01/08
Boss, Brian	Instructional Aide II	\$12.81/hr (1)	07/01/08
Pintado, Crystal	"	"	07/30/08

Presented to the Board of Trustees 10/01/08

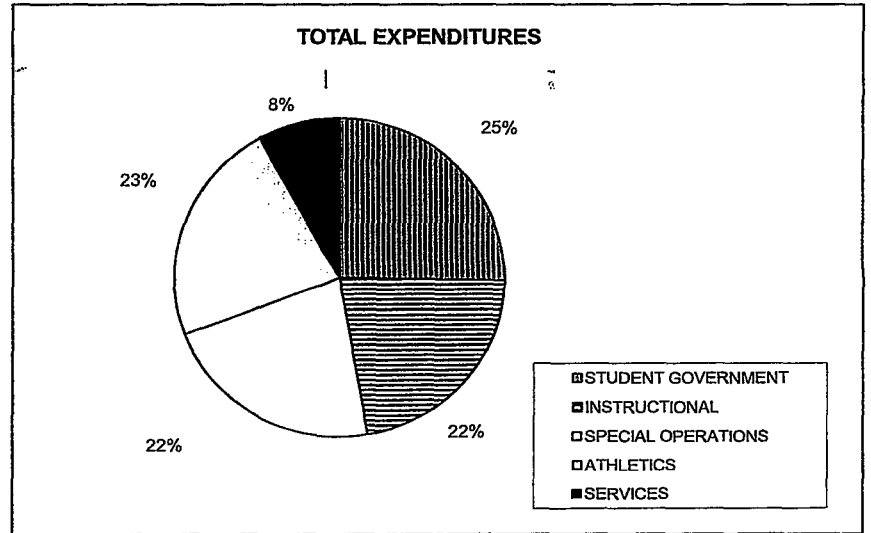
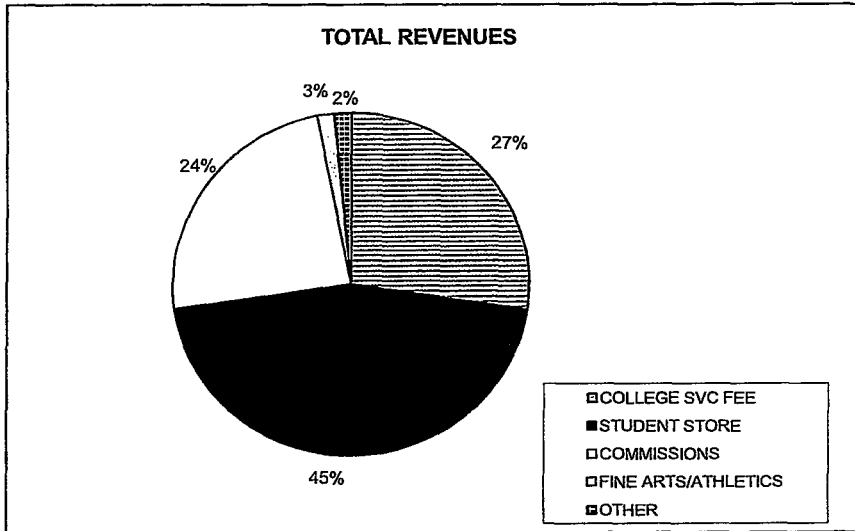
ASSOCIATED STUDENTS-CERRITOS COLLEGE

BUDGET SUMMARY

JUNE 30, 2008

COLLEGE SVC FEE	\$	270,050
STUDENT STORE		449,504
COMMISSIONS		238,684
FINE ARTS/ATHLETICS		15,184
OTHER		15,388
TOTAL REVENUES	\$	988,810

STUDENT GOVERNMENT	\$	196,987
INSTRUCTIONAL		170,779
SPECIAL OPERATIONS		171,504
ATHLETICS		177,164
SERVICES		62,437
ADJ FOR RESTATEMENT		0
TOTAL EXPENDITURES	\$	778,871



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ASSOCIATED STUDENTS-CERRITOS COLLEGE
COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
For the Period July 1, 2007 - June 30, 2008

	Associated Students Fund		Students Clubs & Trust Fund (250's)	Scholarship & Loans Fund (275's)
	BUDGET	ACTUAL	ACTUAL	ACTUAL
REVENUES				
College Services Fee (400-01-001)	245,000.00	270,050.00		
Student Store (400-01-002)	287,500.00	449,504.00		
Football (400-02-001)	6,400.00	6,482.00		
Basketball (400-02-002)	1,000.00	488.00		
Student Activities (400-03-001)	1,000.00	370.00		
Newspaper Advertising (400-03-002)	4,000.00	4,000.00		
Other Income (400-03-005)	6,000.00	6,000.00		
Interest Income (400-03-007)	6,000.00	9,017.98		
Vending Commission (North County & Pepsi) (400-04-002)	87,000.00	87,000.00		
Electronic Games (400-04-003)	16,000.00	11,903.50		
Food Court Income (400-04-004)	91,000.00	84,746.81		
Elbow Rooms Commission (400-04-005)	52,000.00	55,033.61		
Fine Arts/Theatre (400-05-001)	8,000.00	4,000.00		
Fine Arts/Music (400-05-002)	1,000.00	214.20		
ASCC Undistributed Reserves (400-05-003) Receipts	45,000.00	0.00		
			480,031.07	40,244.76
TOTAL REVENUES	856,900.00	988,810.10	480,031.07	40,244.76
EXPENDITURES				
Student Government Program (600-01-000 to 600-01-999)	209,100.00	196,987.47		
Instructional Programs (600-02-000 to 600-02-999)	200,500.00	170,778.57		
Special Operations (600-03-000 to 600-03-999)	193,200.00	171,503.89		
Intercollegiate Athletics Program (600-04-000 to 600-04-999)	183,850.00	177,164.48		
Student Services (600-05-000 to 600-05-999)	70,250.00	62,436.87		
Adjust for restatements	0.00	0.00		
Disbursements			515,057.66	40,244.76
TOTAL EXPENDITURES	856,900.00	778,871.28	515,057.66	40,244.76
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES		209,938.82	-35,026.59	0.00
BEGINNING FUND BALANCE, JULY 1, 2007		1,138,285.29 *	507,538.47 *	95,961.39 **
ENDING FUND BALANCE, JUNE 30, 2008		1,348,224.11	472,511.88	95,961.39

* Per audited financial statements

** Including Adjustment of Add'l \$16,837.21

lr: 8/22/08

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**ASSOCIATED STUDENTS-CERRITOS COLLEGE
COMBINING BALANCE SHEET
June 30, 2008**

	<u>Associated Students Fund</u>	<u>Students Clubs & Trust Fund</u>	<u>Scholarship & Loans Fund</u>	<u>Combined</u>
<u>ASSETS</u>				
Cash On Hand And In Banks				
Bank of America - ASCC	\$ 956,707	\$ -	\$ -	\$ 956,707
Bank of America - Trust		485,222	143	485,364
Investments				
Los Angeles County Treasurer (109-00-000)	172,000			172,000
California Nat'l Bank CDs			95,819	95,819
Petty Cash & Change Funds				
ASCC Account (104-00-000)	750			750
ASCC Accounts Receivable	275,829			275,829
ASCC Prepaid Expenses	4,536			4,536
Due From Other Funds	0			0
Clearing Account	-30			-30
TOTAL ASSETS	<u>1,409,791</u>	<u>485,222</u>	<u>95,961</u>	<u>1,990,974</u>
<u>LIABILITIES AND FUND BALANCE</u>				
Accounts Payable	\$ 25,357		\$ -	\$ 25,357
Due To Other Funds	\$ 36,210	\$ 12,710		48,920
Amounts Held For Others		472,512	95,961	568,473
TOTAL LIABILITIES	<u>61,567</u>	<u>485,222</u>	<u>95,961</u>	<u>642,750</u>
FUND BALANCE				
Designated for Special Purpose	1,348,224			1,348,224
TOTAL FUND BALANCE	<u>1,348,224</u>			<u>1,348,224</u>
TOTAL LIABILITIES AND FUND BALANCE	<u>1,409,791</u>	<u>485,222</u>	<u>95,961</u>	<u>1,990,974</u>

lr:8/22/08

000145

VIII.B

CERRITOS COMMUNITY COLLEGE DISTRICT
MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
OCTOBER 15, 2008

- I. CALL TO ORDER The meeting was called to order at 6:00 p.m. by Mr. Arthur, the Board President. Those present were Mr. Bob Arthur, Ms. Carmen Avalos, Dr. Tina Cho, Dr. Ted Edmiston, Mr. Bob Epple, Dr. Bob Hughlett, Mr. Tom Jackson, and Jason Macias, Student Trustee. Others present were the Acting President of the College, Interim Vice President of Academic Affairs, Interim Vice President of Business Services, Vice President of Student Services, Faculty Senate President and the CSEA Public Relations Officer/Web Author.
- II. PLEDGE OF ALLEGIANCE The flag salute was led by Mr. Macias.
- III. APPROVAL OF MINUTES A. It was moved by Dr. Hughlett and seconded by Dr. Edmiston to approve the minutes of the regular meeting of October 1, 2008. The vote for approval was unanimous.
- IV. INSTITUTIONAL PRESENTATIONS A. Mr. Farmer presented Stephanie Heddon with the Outstanding Employee of the Month Classified Employee Award for the month of September 2008.
- V. PUBLIC PRESENTATIONS There were no public presentations.
- VI. CONSENT AGENDA It was moved by Dr. Hughlett and seconded by Mr. Epple to approve the consent agenda and addendum. The vote for approval was unanimous.
- A. Accepted gifts with letters of thanks to the following:

- 3 K520 utility carts
- 1 Power Mig 350MP
- 7 SP135 Plusses
- 7 SP135 Plusses K1874-2
- 3 K520 Utility carts

Donated by: Vicki Wilson
Lincoln Electronics
22801 Saint Clair Avenue
Cleveland, OH 44117

- B. Approved New Course Offerings, as attached.
- C. Approved Career Technical Education (CTE) Teacher Preparation Pipeline Grant Faculty Stipends, as attached.
- D. Approved Teacher TRAC Program Faculty Stipends, as attached.
- E. Approved Sale of Surplus and Obsolete Materials/Equipment, as attached.
- F. Approved General Fund, Special Reserve Funds, Restricted Funds, Financial Aid Fund, and Payroll Clearance Fund Warrants for the Quarter Ending September 30, 2008:

Payroll "A" Warrants	6,074	\$14,326,555.70
Other "B" Warrants	8,479	\$20,613,789.48

G. Approved Contracts as follows:

Agreements

AMENDMENT

1. Bellflower Unified School District
Quick Start Automotive Grant
Technology

To increase the amount of funding to provide them with instructional equipment as an approved expense of the grant. The time period will remain through December 31, 2008. The agreement funding will be increased to a total of \$19,265.00 with funding provided by the Quick Start Automotive grant.

Consultant

NEW

2. Cynthia Hutten-Eagle
CTE Teacher Preparation Pipeline Grant
Teacher TRAC

To accomplish the goals and activities of the CTE Teacher Preparation Pipeline Grant (Board approved on June 18, 2008). For period October 17, 2008 through May 15, 2008. The cost will be an amount not-to-exceed \$500.00 with funding from the CTE Teacher Preparation Pipeline Grant.

Medical

NEW

3. California State University Long Beach
Student Field Placement - Nursing
Student Health Services

For the Student Health Services department to provide designated CSULB students in the Department of Nursing with practicum experience including use of appropriate facilities for learning and training purposes. For period October 16, 2008 through June 30, 2009. No cost to the District.

4. Whittier Union High School District
Speech Language Pathology Assistant Program
Health Occupations

To provide clinical/practicum experiences for students enrolled in the speech-language pathology assistant program. For period September 9, 2008 through September 9, 2010. No cost to the District.

Partnership

NEW

5. Dermalogica
Dermalogica Esthetics Partnership School
Technology/Cosmetology

For the Cosmetology department to be a recognized Dermalogica Esthetics Partnership School. The cosmetology program will operate and maintain Dermalogica clinics, provide skin care services, and if applicable, purchase and sell Dermalogica products, which the program currently uses and sells in the current instruction and retail operations. For period October 16, 2008 through July 31, 2012. The cosmetology program is a self-sustaining program with no cost to the District.

Services

NEW

6. Community College of Aurora – Denver, CO
Proctor Exams
Academic Support Center
To proctor exams for students from other institutions and testing agencies. For period October 16, 2008 through October 16, 2010. The District will receive \$15.00 per student and test. No cost to the District.

7. Los Angeles County Office of Education
California Industrial & Technology Education Consortium
(CITEC) Stipend
Technology
To pay a full-time faculty member, Terry Price, stipends for his work developing curriculum, hosting and presenting workshops and being an educational presenter at California Industrial & Technology Education Consortium (CITEC) events. For period November 4, 2008 through June 30, 2009. LACOE will pay Terry Price an amount not-to-exceed \$8,000 for his services and the cost of substitute part-time faculty will be paid by LACOE.

RENEWAL

8. Dowden Associates, Inc.
Title V Hispanic Serving Institutions Grant
SEM
Dowden Associates, Inc. will continue to provide project consultations, ongoing consultation, via email, phone, fax and mail, and/or site visits; provision of guidance resources and ongoing program information and assistance with required federal reports and correspondence. For period October 1, 2008 through September 30, 2009. Total cost will be \$9,671.40 with funding from the Title V Hispanic Serving Institutions Grant.

9. tBP/Architecture
Master Architect Services
Facilities
To provide on-going Master Architect Services to the District. The period will be through June 30, 2010. Total cost shall be based on tBP/Architecture hourly rates and shall not exceed \$150,000.00 (plus reimbursements) with funding from the G.O. Bond.

Training

AMENDMENT

10. College of the Canyons – CACT
Vocational Training
CITE
Under this amendment, COC will provide an additional 180-hour Computer Numeric Control Machining set-up training course to El Proyecto clients at COC campus. For period October 16, 2008 through December 30, 2008. These services will be provided for an amount not to exceed \$30,000. Total amount of the contract will not exceed \$150,000. A contract with El Proyecto del Barrio will provide funds for 100% of this project's activities with no cost to the district.

NEW

**11. Disability Access Information and Support – Jane Jarrow
Disability Verification and Documentation Training
DSPS**

To provide faculty and staff training and program technical assistance in disability verification and documentation. For period October 16, 2008 through June 30, 2009. Total cost will be \$1,500.00 which includes materials and travel expenses with funding from the Disabled Student Programs and Services department budget.

RENEWAL

**12. Yosemite Community College District
Agency for the Child Development Training Consortium
Health Occupations**

To conduct up to 800 units of college credit courses needed for licensing child development personnel. For period September 1, 2008 through June 30, 2009. The District will receive \$25.00 per unit or \$20,000.00 to administer the program.

Use of Facilities

NEW

**13. UCLA Conference Center
Classified Retreat
Staff Development**

For the use of their facilities for the classified/confidential employees conference. For period March 4, 2009 through March 6, 2009. Total cost is \$15,000.00 with funding from Staff Development.

- H. Approved Employment of Temporary and/or Substitute Hourly Faculty Personnel, as needed for 2008-2009 Academic Year, as attached.
- I. Approved and/or Ratified Request for Unpaid Leave of Absence, as follows:
- Trager, Julie, Art Instructor (Fine Arts & Communications Division), from January 12, 2009 through May 22, 2009
- Added by Addendum:
Yabroff, Allison, Biology Instructor (Science, Engineering & Mathematics), from November 6, 2008 through December 19, 2008
- Heapy, Suzanne, Secretary Clerk (C.I.T.E.), from November 3, 2008 through April 30, 2009
- Isai, Linda, Program Facilitator (Economic Development), from October 13, 2008 through January 2, 2009
- J. Approved and/or Ratified Employment of Classified, Short-Term, Substitute, and/or Student Hourly Personnel, as attached.
- Added by Addendum:
Account Technician I @24-1 (\$2,886.00 per month) effective October 20, 2008: Cynthia Chavez (Fiscal Services)
- Emeritus Assistant @28-1 (\$1,581.00 per month) effective October 27, 2008: Janice O'Neal (CITE/Adult Education)
- K. Approved New Educational Administrator Job Classification and Description for the Position of Extended Opportunity Programs and Services (EOPS) Assistant Director, as attached.

VII. ADMINISTRATIVE MATTERS

- A. As information, the Board book contained College Coordinating Committee Minutes for September 22 and September 29, 2008.
- B. Mr. Albanese gave a presentation on the 2008-09 Budget. In accordance with the agenda item approved at the October 1 Regular Board meeting, Mr. Arthur opened the Public Hearing for the Adopted Budget for 2008-09. There was much discussion among the Board of the financial climate of the state and the college. Dr. Albanese spoke of the possibility of applying for loans from the County Treasury to address potential cash flow issues. The Board also discussed a \$5 billion state budget shortfall and the Governor's possible declaration of a financial crisis which could lead to midyear cuts. It was moved by Mr. Epple and seconded by Dr. Hughlett to close the public hearing. The vote for approval was unanimous. It was moved by Dr. Hughlett and seconded by Mr. Epple to adopt the 2008-09 budget, as attached. The vote for approval was unanimous.
- C. Mr. Riffle gave a presentation on the Updated 2008 Campus Transformation Implementation Plan. Dr. Albanese indicated that the Campus Transformation Implementation Plan has been widely distributed across campus through open forums. Mr. Riffle highlighted the main changes of the plan, including the relocation of the Child Development Center and the Facilities and Purchasing building. He also noted that the amphitheater will remain in its current location and the Liberal Arts building will be demolished and replaced with a new building that will house Disabled Students Programs and Services. Dr. Edmiston inquired about changes in parking. Mr. Riffle explained that tBP/Architecture conducted a study of the parking situation in an attempt to gain parking in existing places. The result was an increase of 600 to 900 spaces by changing the parking to perpendicular spaces that are 9 feet wide by 17 feet long. Dr. Reece indicated that the plan reflects the efforts of the Campus Transformation Committee. Mr. Jackson asked if the space of the parking aisles will be increased and Mr. Riffle stated that they will increase slightly and that the space is consistent with city standards. Mr. Jackson expressed his concern that parking may not be beneficial for large vehicles. He cited the Long Beach Towne Center as an example of poor perpendicular parking. It was moved by Mr. Epple and seconded by Dr. Hughlett to approve the Updated 2008 Campus Transformation Implementation Plan "Facilities Master Plan," as attached. The vote was 6-1-0; Mr. Jackson voted no.
- D. It was moved by Dr. Hughlett and seconded by Mr. Epple to approve the Request for Proposal (RFP): Presidential Search Consultant, as attached. Dr. Hughlett stated that he is pleased that the consultant will conduct the pre-screening of applications. Mr. Jackson inquired as to the cost of the previous consultant and Mr. Farmer responded that staff will look into it. The vote for approval was unanimous.
- E. It was moved by Mr. Epple and seconded by Dr. Edmiston to approve the Calendar for Selecting Presidential Search Consultant, as attached. Mr. Farmer indicated that deadline to submit proposals

will be October 30 and added that the proposal will be delivered to the Board for review. He stated that staff proposes that the Board consider whether or not to interview the finalists at the November 12 regular Board meeting. He indicated that the interviews could be held on Saturday, November 15. The vote for approval was unanimous.

- F. Mr. Arthur opened discussion regarding the Composition of the First-Level Committee for Presidential Search, as attached. Dr. Cho said that there should be at least two Board members on the committee. Dr. Hughlett stated that three Board members may be beneficial as well as one community member. Mr. Arthur agreed with Dr. Hughlett. Mr. Jackson stated that he felt there should not be a Board member present on the committee and Ms. Avalos agreed. Dr. Reece outlined the process involved in the Faculty Senate's proposal for the committee structure. He added that he met with ACCME and CSEA leadership and although they didn't take an official position, they had verbally indicated that they were supportive of the approach. He added that since the original proposal was for the Interim President search, no community member was proposed but he felt that there should be community representation in the search for a permanent President. Ms. Medina stated that she also felt that there should be community representation and added that she felt that no Board members should be present on the committee. Dr. Hughlett moved that the Presidential Search committee membership be structured as follows:

Board of Trustees – 3
Vice President – 1
Manager – 2
Faculty – 4 (2 appointed by Faculty Senate and 2 appointed by CCFF)
Classified Staff – 2
Confidential – 1
Student – 1
Community member – 1
EEO Process Monitor – 1 (non-voting)

Mr. Epple seconded the motion. Ms. Avalos moved to amend the motion to change the number of Board members to two and the number of students to two. Dr. Cho seconded the motion. Mr. Macias indicated that it would be difficult to find two students who are available for the process and added that one student would be sufficient. The vote was 2-5-0; the motion failed. Dr. Hughlett, Mr. Arthur, Mr. Jackson, Dr. Edmiston and Mr. Epple voted no.

The Board considered the original motion from Dr. Hughlett. The vote was 4-3-0; the motion passed. Ms. Avalos, Dr. Cho and Mr. Jackson voted no.

VIII. REPORTS

- A. Board of Trustees
Mr. Macias stated that ASCC is working with the Facilities department to revitalize the area in front of the Student Center.
Dr. Cho stated that the National Alliance on Mental Illness (NAMI) walkathon was a huge success. She stated that they raised \$1.3 million dollars for advocacy and research for mental illness. Dr. Cho

also stated that the Project HOPE Health Fair was very well-attended.

Mr. Jackson stated that he was disappointed to see that many vendors at the Project HOPE Health Fair had left or were packing up at 2:00 p.m. when the event was supposed to last until 3:00 p.m.

Dr. Hughlett stated that the recent Career Fair on campus was a success and he noticed that there were many employers on campus. He indicated that he will not be able to participate in Homecoming festivities but wished everyone success with the events and game.

Mr. Arthur thanked staff for the groundbreaking ceremony for the Aquatic Center and added that he is looking forward to participating in the Homecoming activities.

B. Faculty and Staff Leadership

Dr. Reece provided an update on the Agenda for Student Success. He stated that the effort to assist students who are eligible to transfer seems to be having a positive effect based on the high attendance rates at transfer workshops. He indicated that the Habits of Mind campaign is coming along very well and added that there is a lot of student involvement in the focus groups.

Ms. Medina stated that CSEA is currently in negotiations with the District and that they are looking forward to a speedy contract that is satisfactory to all.

C. Acting President/Superintendent and Vice Presidents

Mr. Farmer distributed a written report of activities on campus. He stated that College Night was well-attended. He informed the Board that a portion of the Chapter 7 Board policies and procedures will be brought forward to the November 12 Board meeting. He reminded the Board that one of the recommendations from the Accreditation Commission is to update the college's Human Resources policies and procedures.

Dr. Johnson indicated that he attended the CAPED Statewide Conference with several staff members from the conference and added that everyone was very complimentary of event. He also thanked DSPTS for their work with disabled students who met with potential employers at the Career Fair.

IX. CLOSED SESSION

The Board adjourned to closed session at 7:24 p.m.

HUMANITIES/SOCIAL SCIENCE

SOC 205

Introduction to Social Research Methods

3.0 Units

Class hours: 3.0 lecture

Prerequisite: SOC 101 or ANTH 100

Corequisite: None

Recommendation: ENGL 100 or equivalent and MATH 80 or equivalent with grades of Pass or "C" or higher

Students will examine fundamental elements of empirical research and the ways social scientists think critically. This course includes attention to the nature of theory, hypotheses, variables, and ethics of research. Students will apply qualitative and quantitative analytical tools. Topics may include logic and research design, survey, observation, case study, focus groups, ethnographic methods, linguistic analysis, and historical/comparative research methods. This course is designed for students in the social sciences.

LIBERAL ARTS

ENGL 238

Classic Islamic Literature

3.0 Units

Class hours: 3.0 lecture

Prerequisite: Satisfactory completion on the English Placement Process or ENGL 52 or equivalent with a grade of Pass or "C" or higher

Corequisite: None

Recommendation: None

This course studies Islamic literature in English translation beginning with the pre-Islamic Arabian poetry of the sixth century and continuing through the thirteenth century. Emphasis is on understanding the literary character of the Qur'an and later Islamic literary works through an examination of literary forms, genres, movements, and themes.

FINE ARTS / COMMUNICATIONS

TH 223

Portable Entertainment Technology – Lighting

3.0 Units

Class hours: 2.0 lecture/3.0 lab

Prerequisite: None

Corequisite: None

Recommendation: TH 120, TH 133, or TH 134 or equivalent with grades of Pass or "C" or higher

This course introduces the student to the principles and basic techniques of portable event staging. The class will cover procedures and practices involved in the general practice and lighting of entertainment events. This course may be taken a maximum of 2 times.

TH 224

Portable Entertainment Technology – Audio and Staging

3.0 Units

Class hours: 2.0 lecture/3.0 lab

Prerequisite: None

Corequisite: None

Recommendation: TH 120, TH 133, or TH 134 or equivalent with grades of Pass or “C” or higher

This course introduces the student to the principles and basic techniques of portable event staging. The class will cover procedures and practices involved in the general practice and lighting of entertainment events. This course may be taken a maximum of 2 times.

TH 225

Portable Event Production

1.0 Unit

Class hours: 0.5 lecture/2.5 lab

Prerequisite: TH 223 or TH 224 or equivalent with grades of Pass or “C” or higher

Corequisite: None

Recommendation: TH 120, TH 133, or TH 134 or equivalent with grades of Pass or “C” or higher

This course requires the student to set up and run a live event using the skills acquired in the Portable Event Production classes. Students will work in the areas of staging, lighting, and audio on a live entertainment event that is open to the public. This course may be taken a maximum of 2 times.

CERRITOS COLLEGE

Consent
VI.C

TO: Board of Trustees
FROM: William Farmer, Acting President *WCF*
REVIEWED BY: Dr. Marilyn Brock, Acting Vice President of Academic Affairs *MB*
PREPARED BY: Sue Parsons, Director of Teacher TRAC and Learning Communities *SP*
DATE: October 15, 2008
SUBJECT: **Consideration of Approval of the Career Technical Education (CTE) Teacher Preparation Pipeline Grant Faculty Stipends**

RECOMMENDATION

It is recommended that the Board of Trustees approve payment of CTE Teacher Preparation Pipeline Grant stipends to Leonard Glick, Peter Krause, Carlos Sanchez, Carl Stammerjohn, John Wood, and Frank Vega. The grant was approved by the Board on June 18, 2008.

OVERVIEW

Cerritos College has received funding in the amount of \$198,891 to continue development and refinement of the career technical education teacher pathway program.

ANALYSIS

The Teacher TRAC Pipeline Project has successfully developed six pathways for CTE teacher preparation for prospective high school and community college teachers in three career sectors: automotive, welding, woodworking. A primary focus for 2008-2009 program funding is in the areas of expanded professional development, continued course contextualization, and recruitment of industry professionals. Professional development activities and academic support are important to the success of this program and the students we serve.

As stipulated and funded by the Grant, the following will be carried out by our faculty participating in staff development activities:

1. Participate in six staff development work sessions with instructors from the Southeast Regional Occupational Program (SEROP).
2. Participate in activities focusing on teaching and learning pedagogy, curriculum modification, and instructional techniques.

FINANCIAL IMPLICATIONS

The following Cerritos College faculty are to receive a \$750 stipend for their work performed during the 2008-2009 school year: Leonard Glick, Peter Krause, Carlos Sanchez, Carl Stammerjohn, John Wood, and Frank Vega.

All funds will be provided through the CTE Teacher Preparation Pipeline Grant. No costs will be borne by the Cerritos College District.

000156

CERRITOS COLLEGE

TO: Board of Trustees
FROM: William Farmer, Acting President *WCF*
REVIEWED BY: Dr. Marilyn Brock, Acting Vice President of Academic Affairs
PREPARED BY: Sue Parsons, Director of Teacher TRAC and Learning Communities *SP*
DATE: October 15, 2008
SUBJECT: Consideration of Approval of Teacher TRAC Program Faculty Stipends

RECOMMENDATION

It is recommended that the Board of Trustees approve a \$400 stipend for Lydia Alvarez, Angela Beck, Connie Boardman, Patty George, Susan Gradin, George Jarrett, Ilva Mariani, Sally Sestini, Lynn Stiles, and Beverly Whitson as part of the Teacher TRAC Faculty Development Program. There is no cost to the District.

OVERVIEW

Teacher TRAC program faculty are a cornerstone of the program. They strive to keep current with content, credential changes, teaching standards, pedagogy, and technology. Program faculty are actively involved in deepening their knowledge of the California Content and Professional Teaching Standards which requires the careful examination of teaching practices, student learning, and classroom assessment.

ANALYSIS

Ten Faculty will enhance their experience with K-12 content standards and will work on the following tasks during the 2008-2009 year:

- To produce in collaboration with the other members of the Standards Faculty Inquiry Group(FIG), an improved or new learning module (assignments and activities) that deepens the Teacher TRAC students' understanding of the California Content or Teaching Standards in their discipline, and employ a rubric to assess the student's knowledge and understanding of the respective content or teaching standards.
- To collect, organize, and post on Talonnet, an updated learning module, rubric and samples of Teacher TRAC student work that improves the learning process and the building of knowledge and understanding of the California Content or Teaching Standards in their discipline.

FINANCIAL IMPLICATIONS

The following Cerritos College faculty are to receive a \$400 stipend for their work performed during the 2008-2009 school year: Lydia Alvarez, Angela Beck, Connie Boardman, Patty George, Susan Gradin, George Jarrett, Ilva Mariani, Sally Sestini, Lynn Stiles, and Beverly Whitson.

The Teacher TRAC Contract Education Funds will be used for these expenditures.

CERRITOS COLLEGE SURPLUS PROPERTY AND/OR OBSOLETE MATERIALS/EQUIPMENT VI.E

ITEM	QTY	DESCRIPTION	CC NUMBER	SERIAL NUMBER
1	18 EACH	DECADE BOX	21622, 8942, 21639, 21623, 21641, 21642 8943, 21620, 10067, 8945, 21617, 10060 21618, 21638, 8941, 10064	
2	1 EACH	COMPUTER	35728	
3	1 EACH	COMPUTER		FED00158
4	1 EACH	PRINTER	21952	
5	3 EACH	MONITOR	31231	10U004800771, MH2134002836
6	1 EACH	UPS		PB0044331911
7	7 EACH	FLOPPY DRIVE		7480617, 7480618, 3657416, 7464995 7480603, 7464996, 7480619
8	1 EACH	ELECTRONIC DATA SWITCH		
9	8 EACH	AMMETERS		
10	6 EACH	FLOPPY DISK DRIVE		7480616, 7464981, 7464991, 180651, A930357 CE79738
11	1 EACH	CD ROM		10BA0498526
12	3 EACH	CD BURNER		W1210TA832728, W1210TA832729, 811371
13	1 EACH	VIDEO CARD		AT70406772
14	1 EACH	SOUND CARD		T4790010004802
15	1 EACH	PCISCSI CARD		U4BAH4UXB
16	1 EACH	SCSI CARD		D08L254601
17	4 EACH	HARD DRIVE		AC313000-00RTT2, AC28400-00RTT0 BRAADWHOABA, ADAAGAH
18	1 EACH	CANON PRINTER		
19	1 EACH	PRINTER		DKNY612381
20	1 EACH	FAX MACHINE		4BGFD120598
21	1 EACH	PRINTER		USHBS11757
22	1 EACH	SCANNER		CN434B10C1
23	1 EACH	CABINET AND COMPUTER DESK		
24	1 EACH	SCANNER		SG9AF1724S
25	8 EACH	PRINTER	23767, 23765, 23762, 23766, 23761, 23764 237399, 23770	
26	1 EACH	BATTER CHARGER	18811	
27	1 EACH	HEART/LUNG SOUNDS TRAINER	30457	
28	1 EACH	PCA PUMP		
29	2 EACH	IBM TYPEWRITER	2977, 19658	
30	2 EACH	JET DIRECT EX		SG73422016, SG73421966
31	1 EACH	SHREDDER		
32	6 EACH	COMPUTER MONITOR	27422, 22377	EX00303702
33	3 PALLETS	MISC. PANELS		
34	6 EACH	MICROPIPETTORS		
35	1 EACH	VOLUMETRIC PIPETTES		
36	4 EACH	AO SCOPES	39779, 39778, 39780, 2760	
37	3 EACH	B&L SCOPES	1XX87, 39827	
38	1 EACH	UNITRON SCOPE	35161	
39	1 EACH	SWIFT SCOPE (DK FIELD)		
40	1 EACH	B&L SCOPE (PHASE)		
41	2 EACH	QUEBEC COUNTERS	2817	
42	1 EACH	ACID CABINET		
43	1 EACH	SHARK DISSECT. MAN.		
44	1 EACH	GREEN BLOTTER PAPER		
45	1 EACH	DRAWER BANK, WOOD		
46	1 EACH	GLASS U-TUBES		
47	1 EACH	FILTER PAPER, LARGE		000158

CERRITOS COLLEGE SURPLUS PROPERTY AND/OR OBSOLETE MATERIALS/EQUIPMENT

ITEM	QTY	DESCRIPTION	CC NUMBER	SERIAL NUMBER
48	2 EACH	B&L LAMPS	14007, 14012	
49	6 EACH	BUNSEN BURNERS		
50	20 EACH	GLASS THISTLE TUBE		
51	10 EACH	BODY BAGS		
52	1 EACH	SKELETON COVER		
53	1 EACH	VERT. BRAIN MODELS		
54	6 EACH	HYDROMETERS		
55	13 EACH	100MB ZIP DRIVES		GSDV203B8R, GSDV19565N, GSDV22656A GSDV2266X7, GSDV2347HK, GSDV2303UK GSDV23646Y, GSDV2266RN, ADAW3806ER GSDV2266VC, GSDV222301, GSDV2266RX GSDV23462R
56	2 EACH	230MB SY QUEST		272501000000103, 272501-000002939
57	1 EACH	JAZ DRIVE	22770	
58	1 EACH	VIDEO BOX	239108	
59	1 EACH	EXTERNAL BURNER		21262010
60	2 EACH	100MB ZIP DRIVES		PREJ17B546, PRCJ0389WL
61	1 EACH	VIEWSONIC MONITOR		EX95100427
62	1 EACH	SCANTRON READER		N06129
63	6 EACH	3M COREBUILDER		
64	4 EACH	MONITOR	30245, 29139, 29124	
65	2 EACH	TYPEWRITER	13688, 14285	
66	38 EACH	KEYBOARDS		
67	1 EACH	CANON PRINTER		
68	1 EACH	HP SCANNER		
69	6 EACH	CHAIRS		
70	29 EACH	COMPUTER KEYBOARD DRAWERS		
71	1 EACH	SYNCROWAVE 350LX MILLER		LB168700
72	1 EACH	SYNCROWAVE 250		LA003358
73	1 EACH	BACK UP STRIP REMOVER	14819	
74	2 EACH	ROCKWELL DUST COLLECTOR	40500, 40498	
75	17 EACH	MONITOR	35850, 35865, 35848, 35855 35040, 30687, 29991, 35031, 30386	905S024801664, A070230110872 A070223510203, CVR980919883 EX01401886, MJ95122351, MH94808439
76	1 EACH	DRYING CABINET		
77	24 EACH	MONITOR	28343, 28345, 28346, 28348, 28649, 28350, 28351, 28352, 28353, 28391, 28392, 28393 28393, 29984, 31354, 31355, 31356, 31357 31358, 31359, 31360, 31361, 31362, 31363, 31364, 31365	
78	1 EACH	IBM CPU	17854	
79	1 EACH	MONITOR	17855	
80	1 EACH	COMPARISON PROJECTOR	31887	
81	1 EACH	POLAROID MP4 CAMERA	40424	
82	2 EACH	VCR	14873, 24974	
83	2 EACH	HP PRINTER	22512, 22650	
84	2 EACH	SIMPLEX TIME STAMP		
85	1 EACH	CASIO CALCULATOR		Q2171271
86	5 BOXES	DOUBLE TALK		
87	1 BOX	CABLES AND OUTLETS		
88	1 EACH	DESKJET PRINTER 890C	31883	
89	2 EACH	SPEAKER BOX		
90	6 EACH	TELEVISION	22628, 14838, 17020, 14359, 14360, 7705	000159

CERRITOS COLLEGE SURPLUS PROPERTY AND/OR OBSOLETE MATERIALS/EQUIPMENT

ITEM	QTY	DESCRIPTION	CC NUMBER	SERIAL NUMBER
91	5 EACH	FILM PROJECTOR	33482, 35395, 32549, 35397, 35392	
92	1 EACH	VIEW MASTER	20673	
93	1 EACH	VCR	14888	
94	1 EACH	CD PLAYER	20344	
95	1 EACH	CPU	27126	
96	1 EACH	MONITOR		FED00377
97	1 EACH	FILM PROJECTOR	47531	
98	1 EACH	FILM PROJECTOR	47501	
99	1 EACH	MAGNA LINK		A17A-120
100	1 EACH	PRINTER	29884	
101	8 EACH	MONITOR	29944, 29941, 27626, 27099, 31211, 27642	
			31957	
102	3 EACH	CPU GST	29075, 29076, 28762	
103	1 EACH	PRINTER	22664	
104	2 EACH	VAC VITAL SIGNS APPARATUS/ROLLING STAN	26808	FED00388
105	1 EACH	CANON PC980 COPIER	31759	
106	1 EACH	HP DESKJET 1120C		SG898130VM
107	1 EACH	HP DESKJET 1120C		SG8AS13292
108	1 EACH	HP LASERJET SL	26629	
109	7 EACH	MONITOR	27827, 28836, 28857, 28844, 28842, 28843,	
			28850	
110	3 EACH	KDS RAD-7XP		17635BC47008586, 17635BC47005808
				17635BC47008592
111	1 EACH	VIEWSONIC VE150		GU14704600
112	1 EACH	LECTERS		
113	1 EACH	HP DESKJET 1220C		SGIC3130DY
114	1 EACH	VIEWSONIC VG150		GQ14851733
115	8 EACH	VIEWSONIC VE155		90504500694
116	1 LOT	MISC. CABLES		
117	1 EACH	OVERHEAD PROJECTOR	17231	
118	1 EACH	SCANJET 5S		
119	1 EACH	KODAK SLIDE PROJECTOR	30549	
120	2 EACH	LAGUN MILLING MACHINE	6174, 36994	
121	1 EACH	HP LASERJET 1200	31772	
122	1 EACH	BROTHER INTELLIFAX	22025	
123	1 EACH	BROTHER MESSAGE CTR.	22328	
124	1 EACH	TOSHIBA LAPTOP	22023	
125	1 EACH	HP FAX 1010		CN445AF050
126	1 EACH	VIEW SONIC MONITOR		DL01001733
127	3 PALLETS	MODULAR UNIT TABLE		DYL344
128	20 EACH	CPU'S	22940, 23863, 27830, 27977, 28697, 28779	
			28782, 28859, 28861, 28866, 28868, 28870	
			28872, 28879, 28881, 28882, 29024, 30801	
			36335, 36337	
129	1 EACH	COPIER	40588	
130	1 EACH	TV MONITOR	10266	
131	1 EACH	WOOD CABINET		
132	4 EACH	MONITOR	29104, 29118, 29092, 29093	
133	1 EACH	GOLDEN STOVE		
134	2 EACH	DIGITAL RACK		
135	1 EACH	TYPEWRITER		
136	1 EACH	METAL CABINET		
137	1 EACH	VUEZ FRAME PROJECTION		000160

CERRITOS COLLEGE SURPLUS PROPERTY AND/OR OBSOLETE MATERIALS/EQUIPMENT

ITEM	QTY	DESCRIPTION	CC NUMBER	SERIAL NUMBER
138	3 EACH	COM SUPER STACK		7ZNV3524878, 7ZNV3524338
				7ZNV3523478
139	2 EACH	LARGE 3-COM SUPER STACK		2JEL004783, 2JEL018570
140	1 EACH	TV W/CART SCREEN		
141	4 EACH	TYPEWRITER	7981, 19421, 19422, 7980	
142	10 EACH	MONITORS		
143	5 EACH	TABLES		
144	5 EACH	CHAIRS		
145	4 EACH	DESKS		

FACULTY HOURLY - BUSINESS EDUCATION

Reemployed

Name		Discipline	Salary Placement	Rate
Epperson	Jocelyn	Court Reporting	A3	54.60
Gallagher	Mary	Court Reporting	B5	60.33
Lantz	Karen	Computerized Office Technology	B5	60.33
The	Christina	Business Administration	A1	48.83

New Hires

Name		Discipline	Salary Placement	Rate
Okpara	Neruka	Insurance	A1	48.83

FACULTY HOURLY - LIBERAL ARTS

Reemployed

Name		Discipline	Salary Placement	Rate
Huberg	Trina	Speech	A1	48.83
Kane	John	Reading	B5	60.33

FACULTY HOURLY - PE/ATHLETICS

New Hires

Name		Discipline	Salary Placement	Rate
Villa	Brenda	Physical Education/Athletics	A1	48.83

FACULTY HOURLY - SCIENCE, ENGINEERING & MATHEMATICS

Reemployed

Name		Discipline	Salary Placement	Rate
Boyle	John	Biology	B5	60.33

FACULTY HOURLY - TECHNOLOGY

Reemployed

Name		Discipline	Salary Placement	Rate
Perea	Nina	Cosmetology	B5	60.33

COUNSELOR HOURLY - STUDENT SERVICES

Reemployed

Name		Assignment	Salary Placement	Rate
Castro	Griselda	Adult Education	C2	43.10

EMPLOYMENT OF CLASSIFIED, SHORT-TERM, SUBSTITUTE,
AND/OR STUDENT HOURLY PERSONNEL

SHORT-TERM HOURLY EMPLOYMENT (AS NEEDED), VARIABLE HOURS PER DAY & DAYS
PER WEEK, FOR A PERIOD NOT TO EXCEED JUNE 30, 2009 OR 175 TOTAL WORKDAYS,
WHICHEVER OCCURS FIRST

Osuna, Maria	Aide-General (Clerical)	\$8.00/hr	07/25/08
Perera, Mahawadug	Aide-General (Lab)	\$8.00/hr	07/01/08
Ruiz, Gustavo	"	"	"
Valenzuela, Juan	"	"	09/01/08
Gaylord, Brian	Aide-General (Laborer)	\$8.00/hr	08/18/08
Punchiheva, Rangani	Aide-Special (Special Ed. Aide)	\$8.00/hr (1)	08/18/08
Tiow, Regina	"	"	"
Cheng, Angela	Aide-Special (Tutor)	\$8.00/hr (1)	08/25/08
Gayed, Samuel	"	"	"
Jetton, Steven	"	"	"
Lee, Chiang	"	"	"
Neupane, Kaublin	"	"	07/01/08
Ross, Rosina	Clerk	\$8.64/hr	09/01/08
Blandon-Vega, Richard	Typist Clerk	\$8.64/hr	07/01/08
Rivera, Jose	Aide-Special (Outreach Worker)	\$9.07/hr(1)	07/01/08
Ramirez, Patricia	Aide-Special (Costume Technician)	\$9.56/hr(2)	07/01/08
Alvarado, Marvin	Intermediate Clerk	\$9.56/hr	07/25/08
Diaz, Diana	"	"	"
Salazar, Nancy	"	"	"
Dempsey, Kasey	Intermediate Typist Clerk	\$9.56/hr	09/02/08
Rodriguez, Edgar	"	"	"
Schleh, Megan	"	"	"

Presented to the Board of Trustees 10/15/08

SHORT-TERM HOURLY EMPLOYMENT (AS NEEDED), VARIABLE HOURS PER DAY & DAYS PER WEEK, FOR A PERIOD NOT TO EXCEED JUNE 30, 2009 OR 175 TOTAL WORKDAYS, WHICHEVER OCCURS FIRST

Abassi, Mona	Instructional Aide I	\$9.56/hr	08/20/08
Acevedo Gonzalez, Erika	"	"	08/25/08
Bermudez, Lorae	"	"	"
Chavez, Adriana	"	"	"
Durate, Carmen	"	"	08/02/08
Dupree, Rosianne	"	"	08/25/08
Gonzalez, Yanete	"	"	"
Laines, Denny	"	"	"
Lopez, Lillian	"	"	09/25/08
Madueno, Sarah	"	"	08/25/08
Morales, Erica	"	"	"
Olvera, Jesus	"	"	08/18/08
Pedroza, Robert	"	\$10.51 (3)	08/01/08
Ramirez, Jacqueline	"	"	08/25/08
Rodriguez, Victoria	"	"	"
Ruben, Ramirez	"	\$10.51 (3)	08/18/08
Ruiz, Chanette	"	"	08/25/08
Solar, Steven	"	\$9.99 (2)	08/04/08
Vasquez, Melina	"	"	09/01/08
Velez, Juan	"	"	08/18/08
Zaldivar, Astri	"	"	08/25/08
Ruiz, Gustavo	Community Outreach Worker	\$9.99/hr	07/01/08
Daniels, Keirayshaun	Program Assistant I	\$9.99/hr	08/01/08
Llamas, Hannah	Aquatics Specialist	\$10.11/hr	08/20/08
Flores, Mirella	Program Assistant II	\$11.34/hr	07/01/08
Leslie, Eugene	Instructional Aide II	\$12.81/hr	08/01/08
Ponce, Maria	"	"	08/14/08
Cisneros, Celeste	Student Affairs Assistant	\$13.79/hr	07/25/08
Leon, Jose	"	"	"
Hibbard, Mary	Program Facillitator	\$13.79/hr	07/01/08
Liang, Cac	Senior Electronic Systems Technician	\$17.61/hr	08/25/08

SHORT-TERM HOURLY EMPLOYMENT (AS NEEDED), VARIABLE HOURS PER DAY & DAYS PER WEEK, FOR A PERIOD NOT TO EXCEED JUNE 30, 2009 OR 175 TOTAL WORKDAYS, WHICHEVER OCCURS FIRST

Alvarado, Maria	Cont. Ed. Specialist (Art & Crafts)	\$22.45/hr	07/01/08
Eckhart, Sherry	"	"	"
Gordon, Derek	"	"	"
Rotnem, Erica	"	"	"
Breit, Craig	Community Ed. Specialist	\$29.15/hr	08/18/08
Helberg, Bonnie	"	"	07/01/08
Hibbard, Mary	"	"	"
Jarrett, George	"	"	08/18/08
Layne, Jean	"	"	07/15/08
Lopez, Monica	"	"	08/18/08
Moreland, Eddie	"	"	"
Parsons, Susan	"	"	"
Quaas-Berryman, Francie	"	"	07/01/08
Reid, Denise	"	"	"
Rose, Linda	"	"	"
Rosenfeld, Kimberly	"	"	08/18/08
Stiles, Lynn	"	"	"
Supple, Mary	"	"	07/08/08
Whitson, Beverly	"	"	08/18/08
Bennett, Tenele	Aide-Special (Interpreter)	\$41/00/hr	08/28/08
Moreland, Eddie	Cont. Ed. Specialist (Business Tech)	\$50.52/hr	07/01/08
Taira, Kenneth	"	"	"

CERRITOS COLLEGE

TO: Board of Trustees

FROM: William C. Farmer, Jr., Acting President/Superintendent *WCF*

REVIEWED BY: Daniel O'Rourke, Acting Director of Human Resources *DOZ*

PREPARED BY: Dr. Stephen Johnson, Vice President of Student Services *SJ*

DATE: October 15, 2008

SUBJECT: **Consideration of Approval of New Educational Administrator Job Classification and Description for the Position of Extended Opportunity Programs and Services (EOPS) Assistant Director**

RECOMMENDATION

It is recommended that the Board of Trustees approve the establishment of the categorically-funded management job classification and position of Extended Opportunity Programs and Services (EOPS) Assistant Director (Range 17, \$5,775-\$6,541 per month), and attached job description.

OVERVIEW

The need exists to establish a new management job classification and position for an Extended Opportunity Programs and Services (EOPS) Assistant Director. EOPS funds will be used to fund 100% of the salary and benefits for this categorically-funded position.

ANALYSIS

The establishment of this position is necessary to provide management of the Extended Opportunity Programs and Services (EOPS) department, including the Cooperative Agencies Resources for Education (CARE) program. The position reports to the Dean of Student Support Services who serves as the Director of EOPS. The position meets Cerritos College's EOPS waiver criteria and has been authorized by the State Chancellor's Office. EOPS is responsible for providing over and above services to students who have been identified as having language, social, and economic disadvantages. The position meets the requirements of Title 5 for the management of EOPS departments, based on the job duties, minimum educational and professional experience requirements, and as an educational administrator position. The position has responsibilities for budget management, program and service coordinating, supervision and evaluation of faculty and staff, and services for the campus and community. Human Resources has reviewed the proposed job description for this position and the recommended salary range placement is consistent with the internal alignment of positions on the management salary schedule. This position will be categorical and fully funded through the Extended Opportunity Programs and Services budget. The establishment of this position is recommended by Kim Westby, Acting Dean of Student Support Services, and Dr. Stephen Johnson, Vice President of Student Services

FINANCIAL IMPLICATIONS

There will be no impact on the general fund.

Attachment

CERRITOS COMMUNITY COLLEGE DISTRICT

JOB DESCRIPTION

CLASSIFICATION: EOPS Assistant Director

DATE APPROVED:

GRADE: 17 (Management Salary Schedule)

DEFINITION

Under the direction of the Dean of Student Support Services, plans, supervises, integrates, coordinates and evaluates the operations and activities of the District's Extended Opportunity Program and Services (EOPS) department, including department budgets; coordinates department programs and services with college instructional programs; acts as liaison with college offices including Admissions and Records, Career and Assessment Services, CalWORKs, Counseling Services, Disabled Students Programs and Services (DSPS), Financial Aid and other support services; interviews, advises and assists students enrolled in the program; provides information to students and the public regarding EOPS programs and services; and performs related duties as assigned.

DUTIES AND RESPONSIBILITIES

1. Plans, supervises, integrates, coordinates, oversees and evaluates the programs and services offered by the District's Extended Opportunity Program and Services (EOPS) department; assures appropriate generation and disbursement of EOPS grants and services to eligible students; selects, trains, directs and supervises the work of EOPS program staff; plans and develops EOPS projects and programs; plans and produces special services, functions and events; monitors and participates in producing EOPS student newsletters and other related information documents.
2. Ensures the conducting of eligibility reviews of EOPS applicants according to Title V guidelines; ensures the awarding and preparation of EOPS packages for students according to federal, state and local regulations and requirements; performs program pre-assessments for new EOPS eligible students and performs follow-up assessments of continuing EOPS students; monitors EOPS student award amounts and performance of student activities to ensure continuing compliance with Title V regulations; identifies ineligible students and cancels awards; ensures the mediation and resolution of student status and other requirement-related functions; authorizes discretionary expenditures as appropriate.
3. Coordinates EOPS program award activities with the Financial Aid Office; makes certain that EOPS student programs and services are successfully coordinated with the programs and services of the campus CalWORKs program, Admissions, Bookstore, Career Center, and Transfer Center.
4. Provides information regarding EOPS programs and services as requested; provides program orientation and training information to EOPS peer advisors; ensures effective, timely, and need-centered student and parent/significant other outreach and orientation services and materials.

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5. Supervises, directs, and ensures the preparation, updating, and maintenance of paper and electronic records, files, and reports of EOPS student contract plans, statistics, expenditures and obligations; the monitoring and evaluation of student participant majors, grades, units attained, required remedial classes, disability status, current and outstanding transcripts and counselors notes to ensure satisfactory participant academic progress; and, the tracking of student status and progress using automated systems.
6. Anticipates, prevents, and resolves problems and conflicts under areas of supervision.
7. Provides advice and leadership as directed in the development of policies and procedures applicable to the functions and purpose of the department.
8. Supervises and evaluates assigned personnel.
9. Participates in the development of, and monitors, the approved budgets of the EOPS department.
10. Oversees employee disciplinary matters and grievances.
11. Participates on committees, task forces, and other activities as assigned.
12. Attends a variety of meetings, training sessions, seminars, workshops and conferences as required.
13. Performs other related duties as assigned.

QUALIFICATIONS

Knowledge of:

1. Federal, state and local laws, regulations, court decisions, and applicable legal advisories governing EOPS programs and services.
2. Needs and concerns of low-income and educationally disadvantaged students.
3. Government and community resources available to students.
4. Basic research methods and data analysis techniques.
5. Administrative practices and procedures, including accountability, budget management, employee supervision, record keeping, and filing practices and procedures.
6. Standard business software, including word processing and spreadsheet programs.
7. Principles and practices of sound academic and business communication.

Ability to:

1. Prepare clear, concise and accurate reports, correspondence and other written materials.
2. Operate a computer using word processing, spreadsheet, and other business software and other standard office equipment.
3. Organize and maintain specialized files, including electronic files.
4. Maintain confidentiality of District and student files and records.
5. Exercise tact, diplomacy, discretion, and confidentiality in dealing with sensitive, complex and confidential student issues and situations.
6. Establish and maintain effective working relationships with District management, administrators, faculty, staff, students, federal and state funding agencies, college and external auditors, community agencies, the public and others encountered in the course of work.

Education, Training and Experience:

1. Minimum of a Master's degree from an accredited college or university preferably with a major or concentration in counseling, psychology, social work, career development, or other focus reasonably related to the administrative assignment.
2. Minimum of one year of formal training, internship, or leadership experience reasonably related to the administrative assignment.

Preferred:

1. Within the last four years, two years of experience or the equivalent:
 - a. In the management or administration of educational programs, community organizations, government programs or private industry in which the applicant dealt predominantly with ethnic minorities or persons handicapped by language, social or economic disadvantages **or**,
 - b. As a community college EOPS counselor or EOPS instructor, or have comparable experience in working with disadvantaged clientele.
2. Completion of a minimum of six units of college-level course work predominantly relating to ethnic minorities or persons handicapped by educational, language or social disadvantages.

WORK CONDITIONS

Will be required to drive and travel to offsite locations periodically.

CERRITOS COLLEGE

TO: Board of Trustees
FROM: William C. Farmer, Jr., Acting President/Superintendent *WCF*
REVIEWED BY: James A. Albanese, Interim Vice President of Business Services *J.A.*
PREPARED BY: Lola Rizkallah, Director of Fiscal Services *Lola Rizkallah*
DATE: October 15, 2008
SUBJECT: Consideration of Adoption of the 2008-09 Budget

RECOMMENDATION

It is recommended that the Board of Trustees approve the Adopted Budget for the 2008-09 Fiscal Year.

OVERVIEW

The Adopted Budget must be approved by the Board of Trustees by October 15, 2008 (revised new date) and submitted to the Chancellor's Office and the Los Angeles County Office of Education by October 16, 2008. District staff attended the Chancellor's Office Budget Workshop on October 6, 2008, where information was distributed regarding the 2008-09 Budget.

ANALYSIS

GENERAL FUND-UNRESTRICTED (FUND 01.0)

NET BEGINNING BALANCE

The Unrestricted General Fund Net Beginning Balance: \$12,646,111

REVENUES

The following information was presented at the October 6th workshop.

- A. \$38.9 million to provide a 0.68 percent COLA on general purpose apportionments.
- B. Enrollment growth for the state is funded at 2%, Cerritos College is at 1.12%
- C. Student fees remain level at \$20 per unit
- D. \$75 million is provided to partially backfill a property tax shortfall for the 2007-08 fiscal year. The total property tax shortfall for 2007-08 was \$92 million, Cerritos share is \$955,758.
- E. A new deferral of apportionment payments was instituted in order to address cash flow concerns at the state level. Specifically, \$250 million in general purpose apportionments that normally would be paid in January, February, and March will now be paid in April, May, and June.
- F. All other programs remain at the same level as was presented in the Tentative Budget with the exception of the Lottery funds projection that was decreased by \$51,300.

EXPENDITURES

Changes in salaries and benefits due to new hires, retirements, and step and column changes, account for \$166,200 additional expenditures when compared to the Tentative Budget.

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ESTIMATED ENDING BALANCE

State Mandated Reserves at 5% of total expenditures: \$4,648,524

Designated Reserves as follows:

- A. Technology Needs (Phase I only) \$500,000
- B. Construction Augmentations \$200,000
- C. GASB 45 – Retirees Health Benefit Fund \$500,000
- D. Self-Insurance Fund \$25,000
- E. Economic Uncertainties \$400,000

GENERAL FUND-RESTRICTED CATEGORICAL (FUND 01.3)

Thus far, we have received the following information as it pertains to the California Community Colleges:

- A. No augmentation for growth or COLA, actually funding was reduced, due to the addition of the new Woodland College and Tahoe-Truckee Center.

SPECIAL RESERVE FUNDS

All special reserve funds remain very similar to the Tentative Budget levels. The Competitive Cal Grant program is sustained rather than eliminated as earlier proposed. This program, operated by the California Student Aid Commission, provides support to students in all segments of California public higher education.

FINANCIAL IMPLICATIONS

The information received in the workshop was not posted to the Adopted Budget, due to the timing of receipt of the information, but more importantly is the seriousness of the fiscal condition of the state which may result in reduction or elimination of the revenue augmentation. Revisions to the Adopted Budget will be posted and presented to the Board as we receive assurances that revenue augmentation will be realized by the college.

CERRITOS COLLEGE

TO: Board of Trustees
FROM: William C. Farmer, Jr., Acting President/Superintendent *WCF*
PREPARED BY: Dr. Jim Albanese, Interim Vice President of Business Services *J.A.*
DATE: October 15, 2008
SUBJECT: Consideration of Approval of the Updated 2008 Campus Transformation Implementation Plan "Facilities Master Plan"

RECOMMENDATION

It is recommended that the Board of Trustees adopt the updated Campus Transformation Implementation Plan "Facilities Master Plan."

OVERVIEW

It is again time for the annual review and update of our college's Facilities Master Plan. These are "living documents" which change as additional direction is forthcoming from the State, new State building codes become effective and/or further detailed investigation of site and building conditions are completed and analyzed. These documents will be presented by Dr. Jim Albanese and Robert Riffle for the Board's consideration and approval.

ANALYSIS

In January, 2008 the Campus Transformation Committee (CTC) was enlarged to include representatives from each campus constituency to provide campus-wide involvement and transparency for the Facilities Master Plan. As a result of considerable discussions that transpired at the CTC meetings, in May, 2008, tBP/Architecture presented multiple options of the Facilities Master Plan for the CTC to review and share with the campus for their input. In June, 2008, a CTC approved sub-committee was established to prepare a draft survey document for the Facilities Master Plan based on CTC input. During the summer, the sub-committee developed a survey document in addition to scheduling a date for campus forums in order to share the Facilities Master Plan options to the campus community for their collective input. There were two campus forums on September 11, 2008 with approximately 150 people in attendance. The on-line survey document was available to classified, confidential, full and part-time faculty, student leadership, managers, vice presidents and the acting president. Approximately 187 people responded to the on-line survey document. At the September 25, 2008 CTC meeting, the outcome of the survey was discussed. Based upon the survey results, campus forums, and CTC discussions, the CTC voted and is recommending that the updated 2008 Facilities Master Plan be brought forward for Board approval.

While the plan will be used as a guide with a timeline for the campus construction projects, it is recognized that it is subject to an annual review of available resources and campus variables.

FINANCIAL IMPLICATIONS

The implementation plan budget reflects the impact on the GO Bond and estimated revenue from various State Capital Outlay funds. There is no impact to the District's unrestricted general fund.

RFP NO. 0809-____
**REQUEST FOR PROPOSALS FOR PROFESSIONAL CONSULTING SERVICES FOR THE
RECRUITMENT AND SELECTION PROCESS FOR A PRESIDENT/SUPERINTENDENT**

1. INVITATION

Cerritos Community College District (District) invites proposals from highly qualified firms and individuals to provide professional consulting services for the recruitment and selection process for a President/Superintendent to assume office on or about July 1, 2009.

2. INFORMATION AND GENERAL CONDITIONS

2.1 Preparation of Proposal Documents

Interested individuals or firms or joint venture (Proposer) submitting a proposal shall submit an original proposal plus eight (8) copies of said proposal in a sealed envelope prominently marked with the Request for Proposal number and title, the due date and time, and the name of the entity submitting the proposal. A fax of a proposal will not be accepted.

Proposals must be submitted no later than **2:00 p.m., October 30, 2008** to:

Cerritos College
16126 Studebaker Road
Norwalk, CA 90650
Attention: Jenney Ho, Director of Purchasing

The District will place a clock ("the District Clock") in a conspicuous location at the place designated for submittal of Proposals. For purposes of determining the time that a Proposal is submitted, the District Clock shall be controlling.

RFP submittals received after the specified time and date will not be considered and will be returned unopened to the sender.

Responses to this RFP must follow the format described in this RFP. Proposers are encouraged to submit concise responses that fully provide the information requested. Elaborate responses or the inclusion of extensive marketing materials is discouraged.

2.2 Signature

Proposals shall be signed by an authorized individual or officer of the Proposer submitting the proposal. If Proposer is a corporation, the proposal and any attachment thereto shall be executed by either the chairman of the board, president, or vice president, and if a different individual, also by the secretary, chief financial officer, or assistant treasurer.

2.3 Completion of Proposals

Proposals shall be completed in all respects as required by the instructions herein. A proposal may be rejected if it is conditional or incomplete, or if it contains alterations of form or other irregularities of any kind. A proposal will be rejected if, in the opinion of the District, the information contained therein was intended to erroneously and fallaciously mislead the District in the evaluation of the proposal.

2.4 Withdrawal of Proposals

Proposals may be withdrawn by the Proposer submitting the proposal at any time prior to the closing date and time for receipt of proposals. A request to withdraw a proposal must be in writing and received by the District prior to the scheduled opening of proposals. Proposals not withdrawn must remain open for a period of 60 days following the last day to submit proposals.

No amendment, addendum or modification will be accepted after the proposal has been submitted to the District. If a change to a proposal that has been submitted is desired, the submitted proposal must be withdrawn and the replacement proposal submitted to the District prior to the time scheduled for opening of proposals.

2.5 Requests for Clarification

To control information disseminated regarding this RFP, parties interested in submitting proposals are directed not to make personal contact with members of the Board of Trustees or the District administration. All requests for information and/or clarification must be in writing and received by the District no later than 2:00 p.m., Friday, October 24, 2008, and shall be emailed to Jenney Ho (jho@cerritos.edu), Director of Purchasing.

2.6 Cost of Preparation of Proposals

The sole responsibility for compliance with the requirements of this RFP lies with each Proposer submitting a response. Each Proposer is solely responsible for costs in preparing a response to this RFP and other activities associated with this RFP.

2.7 Right to Negotiate and/or Rejects Proposals

The District reserves the right to negotiate any price or provision, accept any part or all of any proposals, waive any irregularities, and to reject any and all, or parts of any and all proposals, whenever, in the sole opinion of the District, such action shall serve its best interests and those of the tax-paying public. The Proposers are encouraged to submit their best prices in their proposals, and the District intends to negotiate only with the Proposer(s) whose proposal most closely meet(s) the District's requirements at the lowest estimated cost. The Contract, if any is awarded, will go to the Proposer whose proposal best meets the District's requirements.

2.8 Confidential and Proprietary Information

All materials submitted relative to this RFP will be kept confidential until such time as an award is made or the RFP is cancelled. At such time, all materials submitted must be made available to the public. If any part of any proposal is proprietary or confidential, the Proposer must so identify and so state. However, any information that must be used by the District to aid in proposal selection must be restricted from the public. The District reserves the right to retain all proposals submitted.

2.9 Examination of Contract Documents

Proposers shall thoroughly examine the contents of this RFP. The failure or omission of any Proposer to receive or examine any contract document, form, instrument, addendum, or other document shall in no way relieve the Proposer from obligations with respect to this RFP

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or to the contract to be awarded. The submission of a proposal shall be taken as prima facie evidence of compliance with this section.

If the Proposer discovers any ambiguity, conflict, discrepancy, omission or other errors on the RFP, the Proposer shall immediately notify the District of the error in writing and request modification or clarification of the document. Clarifications shall be given by written notice to all Proposers participating in the RFP, without divulging the source of the request for the same. Modifications shall be made by addendum issued pursuant to Section 2.10.

If the Proposer fails to notify the District of an error in the RFP before the date scheduled for submission of proposals, or of an error which reasonably should have been known to the Proposer, the Proposer shall submit the proposal at his/her own risk. If the contract is awarded to the Proposer, he/she shall not be entitled to additional compensation or time by reason of the error or its subsequent correction.

2.10 Addenda

The District may modify this RFP before the date scheduled for submission of proposals by issuance of addenda to all parties who received the RFP for the purpose of submitting a proposal.

2.11 Modification of RFP Response

The proposal may be modified after its submission by written notice to the District of withdrawal and resubmission before the date and time specified for receipt of proposals. Modification will not be considered if offered in any other manner.

2.12 Error in Proposal

Proposals shall be bound by the terms and conditions of the proposal, notwithstanding the fact that errors are contained therein. However, if material errors are found in a proposal, the District will notify the Proposer that the submitted proposal appears to contain errors and require the Proposer to correct the errors.

2.13 No Commitment to Award

Issuance of this RFP and receipt of proposals does not commit the District to award a contract. The District expressly reserves the right to postpone the proposal opening date for its own convenience, to accept or reject any or all proposals received in response to this RFP, to negotiate with more than one Proposer concurrently, or to cancel all or part of this RFP.

2.14 Independent Contractor Status

It is expressly understood that the Proposer named in any contract entered into by the District is acting as an "independent contractor" and not as an agent or employee of the District.

2.15 Subcontractor

Proposer may subcontract with other qualified firms or individuals as required to complete all or a portion to the work to be done. In the event this subcontracting option is exercised, submit all information requested in Section 5 for each subcontractor in identical form and content as that prescribed for the Proposer's response. In addition, the reason for using subcontractors shall be clearly described, including the role each will play in the project and

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the relationship between the Proposer and his subcontractor(s), which will be maintained during the term of the contract. All proposed subcontractors shall be approved by the District prior to award of the subcontractor by the Proposer. No subcontract will be approved unless the Proposer provides a written guarantee that his/her firm will be contractually obligated to assume all project responsibilities. Said guarantee shall be incorporated into the written agreement with the successful Proposer.

3. BACKGROUND

The Cerritos Community College District is a single campus district (Cerritos College) located in southeast Los Angeles County. The College provides comprehensive academic and career and technical education programs with an enrollment of approximately 24,000 students. The College currently employs approximately 320 classified bargaining unit employees, approximately 292 full-time faculty and 570 part-time faculty in a single bargaining unit, and 54 management employees.

4. SCOPE OF WORK

The services requested may include, but are not necessarily limited to, the following:

- 4.1 Direct the search as approved by the Board of Trustees ("Board").
- 4.2 Serve as staff to the Board and work with the search committee during the search and selection process.
- 4.3 Prepare position announcement, brochure, and advertising copy based on criteria approved by the Board.
- 4.4 Conduct confidential personal recruiting, and assist with other activities for advertisement and recruitment of qualified applicants.
- 4.5 Conduct initial pre-screening of applications to identify candidates to forward for further consideration by the search committee.
- 4.6 Assist the search committee and the Board during interview processes, community/campus forums, and site visits.
- 4.7 Conduct in-depth reference checks of candidates.
- 4.8 Assist with final selection and negotiations with candidate selected as directed by the Board.
- 4.9 Description of consulting services by phase of search process:
 - 4.9.1 Search Procedures/Establishment of Criteria
 - Meet with appropriate groups to develop and adopt search procedures and set search timelines.
 - Assist search committee in reviewing the job announcement for the President/ Superintendent and reaching consensus on recommendations to the Board on qualities and qualifications to be sought.
 - Work with search committee and Human Resources to prepare position announcement (brochures) and advertising copy based on criteria approved by the committee and the Board.
 - 4.9.2 Recruitment/Initial Screening
 - Conduct confidential personal recruiting of qualified candidates for the position.

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- Distribute position announcements to individuals, placement agencies, colleges and universities, and targeted agencies and organizations.
- Assist Human Resources with the placement of advertisements to publicize the position in local, regional and national publications.
- Conduct initial screening of all applications to determine those who meet established qualifications for further consideration.

4.9.3 Screening/Interview Processes

- Advise and assist search committee in the objective paper screening of applicants and in determining which candidates to invite for interview.
- Advise and assist the search committee in developing interview procedures and other strategies for selecting the finalist candidates to be considered by the Board.
- Advise and assist the Board as required for interviews of finalist candidates.

4.9.4 Reference Checking/Site Visits/Final Selection

- Conduct in-depth reference/background checks.
- Assist the Board as requested with planning for site visits.
- Assist the Board as requested with negotiations with candidate selected.

4.10 Provide other services in support of the recruitment and selection process as may be requested.

4.11 Regular accounting and billing services and expenses shall be required.

5. CONTENTS OF PROPOSAL

All proposals must address the following items in the order listed below:

- 5.1 A signed letter of interest, stating the firm's interest and qualifications in providing these services; a brief history of the firm; the names and résumés of principals of the firm and key individuals who will be assigned to work with the District; including any principal agents of each subconsultant who will provide services requested in this RFP.
- 5.2 A summary of the firm's experience with similar types of searches. This summary must include your firm's experience in each of the items listed in the Scope of Work (Section 4) above.
- 5.3 A detailed statement which describes the processes and strategies that the firm will employ to ensure that all tasks in the Scope of Work (Section 4) are successfully completed.
- 5.4 A list of client references related to the services to be provided (minimum of five). The list must include the organization name, address, telephone number, and contact person(s).
- 5.5 Cost for services to be provided is to include a firm estimate of all fees and expenses to be charged.
- 5.6 A listing of any other types of services generating a cost to the District and not included in the fees shown on the proposal are to be included, plus a formula or explanation on how these additional costs will be determined and billed to the District.
- 5.7 Each Proposer is encouraged to provide any additional information or description of resources the Proposer believes is pertinent to this RFP. The District encourages the inclusion of letters of reference and/or testimonials in proposals.

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- 5.8 Each Proposer must complete, sign, date, and include with its proposal the Non-collusion Affidavit attached to this RFP.
- 5.9 Each Proposer must complete, sign, date, and include with its proposal the Certification of Request for Proposal attached to this RFP.

6. SELECTION PROCESS AND PROPOSAL EVALUATION

The process to be used to make a recommendation for Proposer selection will be as follows:

- 6.1 The District will review and evaluate all responsive proposals received. Incomplete proposal(s) may be rejected.
- 6.2 The District may invite a select number of firms for oral interviews. If interviews are conducted, they will occur on November __, 2008 and will require the firms to make a 15-minute oral/visual presentation followed by possible questions from the interview panel.

7. EVALUATION CRITERIA

Proposers submitting proposals are advised that all responsive proposals will be evaluated to determine the firm(s) best able to meet the needs of the District. The District's evaluation will include a consideration of the criteria listed below:

- 7.1 Responsiveness of the proposal to the services to be provided as listed in the scope of work, and in meeting the requirements of the RFP.
- 7.2 Qualifications of the firm, financial and otherwise, to provide the District with these services for the required period of time; provide appropriate staffing; provide necessary resources; and show a history of demonstrated competence.
- 7.3 District's assessment of the firm's abilities to meet and satisfy the needs of the District, taking into consideration additional services or expertise offered that exceed the requirements, or the vendor's inability to meet some of the requirements of the specifications.
- 7.4 Demonstration of the necessary experience, organization, and technical skills to successfully accomplish the project's scope of tasks and objectives.
- 7.5 Previous experience of the firm in general as well as that of the individual(s) assigned to work with the District.
- 7.6 Past performance on contracts for similar services in terms of quality of work and compliance with schedules.
- 7.7 The timeliness with which the consultant can complete the scope of work.
- 7.8 Information obtained by the District from the firm's references and other clients.
- 7.9 Fees and expenses for services to be provided.

8. AWARD

Award will be made to the most advantageous proposal to the District, taking into consideration the factors outlined in this RFP. Only the District is in a position to determine its own best interests, and its decision shall be final.

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NON-COLLUSION AFFIDAVIT

STATE OF CALIFORNIA
COUNTY OF _____

I, _____, being first duly sworn, state that I am the
(Typed or Printed Name)

_____ of _____, the party submitting the foregoing
(Title) (Proposer Name)

Proposal. In connection with the Proposal, the undersigned declares, states and certifies that:

- 1. The Proposal is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization or corporation.
2. The Proposal is genuine and not collusive or sham.
3. The Proposer has not directly or indirectly induced or solicited any other proposer to put in a false or sham bid, and has not directly or indirectly colluded, conspired, connived, or agreed with any other proposer or anyone else to put in sham proposal, or to refrain from proposing.
4. The Proposer has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the proposal price, or that of any other proposer, or to fix any overhead, profit or cost element of the proposal price or that of any other proposer, or to secure any advantage against the public agency awarding the contract or of anyone interested in the proposed contract.
5. All statements contained in the Proposal and related documents are true.
6. The Proposer has not, directly or indirectly, submitted the proposal rate(s) or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid, and will not pay, any fee to any person, corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof to effectuate a collusive or sham proposal.

Executed this ____ day of _____, 2008, at _____
(City and State)

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Signature

Address

Name Printed or Typed

City and State

Telephone Number

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CERTIFICATION OF REQUEST FOR PROPOSAL

I certify that I have read the attached Request for Proposal for legal services. I further certify that I have submitted one (1) original and eight (8) copies of the firm's Proposal in response to this request and that I am authorized to bind the firm to the proposal submitted.

Signature

Date

Typed or Printed Name

Telephone

Title

Fax

Company

Federal Tax I.D. Number

Address

If the Proposer is a corporation, please provide the corporate seal here:

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CERRITOS COLLEGE

TO: Board of Trustees
FROM: William C. Farmer, Jr., Acting President/Superintendent *WCF*
DATE: October 15, 2008
SUBJECT: **Consideration of Approval of Calendar for Selecting Presidential Search Consultant**

RECOMMENDATION

It is recommended that the Board of Trustees approve the attached calendar for choosing a consultant to assist in the search for a permanent president.

OVERVIEW

The Board of Trustees is initiating a search for a permanent president following the resignation of Dr. Noelia Vela. It may choose to hire a consultant to assist in the search. If it chooses to hire a consultant, the attached calendar would enable it to choose such a consultant by mid-November.

ANALYSIS

President Noelia Vela resigned as President/Superintendent of Cerritos College, effective July 20, 2008. William C. Farmer, Jr. became Acting President/Superintendent on July 21, 2008 and can serve for up to a year without the college seeking special permission from the Chancellor's Office. The college needs to begin its search process immediately so that it can have a permanent president in place by that time. Timely hiring of a consultant may assist the Board in reaching that goal.

FINANCIAL IMPLICATIONS

Adopting the calendar would require no cost to the District.

Attachment

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Proposed Timeline for Cerritos College Presidential Search Consultant Hiring Process

RFP for search consultant finalized Selection committee composition approved Calendar approved for hiring search consultant	October 15, 2008 Regular Board meeting
RFP for search consultant mailed (assuming board approval)	October 16, 2008
Search committee formed	October 16-November 7, 2008
Deadline for responses to RFP by search consultants	October 30, 2008
Board members read and evaluate responsive RFP's	November 2-11, 2008
*If the Board desires no search consultant interviews, board selects search consultant based on paper screening. If not, the Board decides whom to invite for interviews and the date for interviews.	*November 12, 2008 Regular Board Meeting
*If the Board wishes to interview search consultants, then search consultants will be interviewed and Board will select search consultant	* November 15, 2008 (proposed date) or alternative date Special Board Meeting
<i>Once the consultant is chosen, the consultant will work with the Board and search committee to develop a calendar that will result in a new president being in place by July 1, 2009.</i>	

CERRITOS COLLEGE

TO: Board of Trustees
FROM: William C. Farmer, Jr., Acting President/Superintendent *WCF*
DATE: October 15, 2008
SUBJECT: Request for Direction to Staff Regarding Composition of First-Level Committee for Presidential Search

RECOMMENDATION

Staff is requesting direction from the board regarding the composition of a first-level hiring committee for the search for a permanent Cerritos College President/Superintendent.

OVERVIEW

Cerritos College is searching for a permanent president following Dr. Noelia Vela's resignation. A first-level committee is needed to screen applications and to interview candidates. The Board of Trustees, whose duty it is to hire the President/Superintendent, has historically constituted a committee representing various campus and community constituencies to perform these first-level tasks before the board makes a final selection.

ANALYSIS

Several models for the membership of this committee have either been used in the past or proposed. Following are four models, three of which have been used in the most recent presidential searches and one which has been proposed by the Faculty Senate for use in a search for an interim president.

Constituency	Presidential Search - 2004	Presidential Search - 2001	Presidential Search - 1993	Faculty Senate Proposal
Board of Trustees	0	3	2	2
Vice President	1	1	-	1
Manager	2	2	3	2
Faculty	5	5	5	4
Classified Staff	2	3	3	2
Confidential	1	-	-	1
Student	2	2	2	1
Community	2	1	2	-
EEO Process Monitor	1 non-voting	1 non-voting	1 non-voting	1 non-voting

FINANCIAL IMPLICATIONS

There is no cost to the District in determining the composition of the committee.

CERRITOS COMMUNITY COLLEGE DISTRICT
MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
NOVEMBER 12, 2008

- I. CALL TO ORDER The meeting was called to order at 6:00 p.m. by Mr. Arthur, the Board President. Those present were Mr. Bob Arthur, Ms. Carmen Avalos, Dr. Tina Cho, Dr. Ted Edmiston, Mr. Bob Epple, Dr. Bob Hughlett, Mr. Tom Jackson, and Jason Macias, Student Trustee. Others present were the Acting President of the College, Interim Vice President of Academic Affairs, Interim Vice President of Business Services, Vice President of Student Services, Faculty Senate President and a CSEA Representative.
- II. PLEDGE OF ALLEGIANCE The flag salute was led by Mr. Macias.
- III. APPROVAL OF MINUTES A. It was moved by Mr. Jackson and seconded by Dr. Edmiston to approve the minutes of the regular meeting of October 15, 2008. The vote for approval was unanimous.
- IV. INSTITUTIONAL PRESENTATIONS A. This item will be presented at the next Board meeting.
- Employee of the Month
- Retirement Plaque B. Mr. Leonard Armijo was unable to attend the Board meeting to receive his plaque.
- Certificate of Appreciation C. Dr. Dan Smith, Instructional Dean of Health, Physical Education & Athletics, introduced Sergio Macias, Head Coach of the Women's Water Polo Team. Mr. Macias highlighted the many accomplishments of Brenda Villa, Assistant Women's Water Polo coach, including the silver medal she received as a member of the Women's Water Polo Team in the 2008 Summer Olympics. On behalf of the Board, Mr. Arthur presented Ms. Villa with a certificate of appreciation and congratulated her on her many accomplishments.
- V. PUBLIC PRESENTATIONS Dr. Stolze, CCFF President, thanked the Board for approving two CCFF members and two Faculty Senate members to the Presidential Search Committee.
- Ted Stolze
- VI. CONSENT AGENDA It was moved by Dr. Hughlett and seconded by Dr. Edmiston to approve the consent agenda and addendum. Mr. Macias requested that Item VI.B be held for separate consideration. The vote for approval was unanimous.
- B. It was moved by Dr. Hughlett and seconded by Dr. Edmiston to approve Textbook Adoptions for Spring 2009, as attached. Mr. Macias expressed concerns about the new textbooks for courses as well as the high cost of several textbooks. Mr. Farmer indicated that faculty have the authority to select textbooks for their courses and Mr. Jackson added that the Accounting courses Mr. Macias referred to are upper-division courses where student volume is low, which increases the cost of the textbook. The vote for approval was unanimous.

- A. Approved New Course Offerings, as attached.
- B. This item was considered separately.
- C. Approved Chancellor's Office California High School Exit Exam (CAHSEE) Preparation Grant, as attached.
- D. Approved Agreement with El Camino College to be a Subgrantee, as attached.
- E. Approved Resolution #08-10 Elite Choice Governmental 457(b) Deferred Compensation Plan and the Elite Choice 403(b) Tax Sheltered Annuity Plan – Change of Trustee/Custodian, as attached.
- F. Approved Quarterly Fiscal Status Report for the Quarter Ending September 30, 2008, as attached.
- G. Approved Contracts as follows:

Agreements

NEW

- 1. Norwalk-La Mirada Unified School District
Teacher TRAC Teaching Secondary School Scholar Partnership Grant
Teacher TRAC
To fulfill the requirements of the Teacher TRAC Teaching Secondary School Scholar Partnership, (TS³P) grant. For period November 7, 2008 through September 30, 2009. Substitute pay for meetings, workshops and conferences are all funded by the National Science Foundation account for an amount not to exceed \$1,500.00.

Consultant

NEW

- 2. Glen Green
CTE Teacher Preparation Pipeline Grant
Teacher TRAC
To accomplish the goals and activities of the CTE Teacher Preparation Pipeline Grant (Board approved on June 18, 2008). For period November 13, 2008 through May 15, 2008. Total cost is not to exceed \$500.00 with funding from the CTE Teacher Preparation Pipeline Grant.
- 3. Virginia Katherine Townsend
Retention Consultant for Nursing Program
Health Occupations
To serve as a retention consultant for the Associate Degree Nursing Program. For period November 13, 2008 through June 30, 2009. Total cost is not to exceed \$5,000.00 with funding from the Enrollment Growth Retention Grant (Board Approved on August 6, 2008).

Medical

NEW

- 4. Mary Grover Voice and Speech Center
Speech-Language Pathology Assistant Program
Health Occupations
To provide clinical/practicum experiences for students enrolled in the speech-language pathology program. For period October 8, 2008 through October 9, 2010. No cost to the District.

5. PreCheck
Background Checks for Health Occupation Programs
Health Occupations
To provide background checks for students enrolled in the Health Occupations programs. For period November 13, 2008 through November 12, 2010. Students will pay the vendor directly; there is no cost to the District.

RENEWAL

6. Ando & Aston Physical Therapy
Physical Therapist Assistant Program
Health Occupations
To provide clinical/practicum experiences for students enrolled in the physical therapist assistant program. For period November 13, 2008 through November 12, 2010. No cost to the District.
7. Fullerton Physical Therapy & Sports Care
Physical Therapist Assistant Program
Health Occupations
To provide clinical/practicum experiences for students enrolled in the physical therapist assistant program. For period November 13, 2008 through November 12, 2010. No cost to the District.
8. Hoag Memorial Hospital
Physical Therapist Assistant Program
Health Occupations
To provide clinical/practicum experiences for students enrolled in the physical therapist assistant program. For period October 1, 2008 through September 30, 2011. No cost to the District.
9. Long Beach Sports Medicine & PT
Physical Therapist Assistant Program
Health Occupations
To provide clinical/practicum experiences for students enrolled in the physical therapist assistant program. For period October 1, 2008 through September 30, 2010. No cost to the District.
10. ProSport Physical Therapy
Physical Therapist Assistant Program
Health Occupations
To provide clinical/practicum experiences for students enrolled in the physical therapist assistant program. For period October 15, 2008 through October 14, 2010. No cost to the District.
11. San Antonio Community Hospital
Physical Therapist Assistant Program
Health Occupations
To provide clinical/practicum experiences for students enrolled in the physical therapist assistant program. For period November 1, 2008 through October 31, 2009. No cost to the District.

Services

NEW

12. Department of Children and Family Services – Santa Fe Springs
Family Resource Center
Parenting Support Group
Health Occupations/Foster Kinship
For the Foster Kinship Care Education Department to provide a 2 hour parenting support group to relative caregivers. For period October 1, 2008 through June 30, 2009. No cost to the District.

13. San Francisco Community College District
California Early Childhood Mentor Programs
Health Occupations

The District will be designated as a local coordinator to recruit and select experienced childcare providers and directors to be mentors. These mentors will then be enrolled in a mentor class. This program is a support system for community childcare center directors and teachers. For period September 1, 2008 through June 30, 2010. No cost to the District. All payments for services will be made directly by San Francisco Community College District to the provider.

RENEWAL

14. Chancellor's Office for the California Community Colleges
Student Right to Know
Student Services

For a subscription service to facilitate data collection and reporting to meet the Student Right to Know legislation requirements as well as the Integrated Postsecondary Education Data System (IPEDS) reporting requirements. For period July 1, 2008 through June 30, 2009. Total cost is \$3,900.00 with funding from the Student Services budget.

15. Los Angeles Universal Preschool (LAUP)
Preschool Education
Health Occupations

To continue to provide preschool education to fifteen four-year-old children who are Los Angeles County residents who attend half-day in Child Development Center classroom. For period April 1, 2008 through March 31, 2010. The District receives \$7,750.00 from LAUP with no cost to the District.

16. Vangent, Inc. – from Pearson Government Solutions
Hope Scholarship and Lifetime Learning Credit
Fiscal Services

For the purpose of reporting the mandated information to the Internal Revenue Service regarding the Hope Scholarship and LifeTime Learning Credit for the tax year 2008. The cost for this agreement will be approximately \$47,000.00 with funding from the Fiscal Services budget.

Training

AMENDMENT

17. Community College Foundation
PS-MAPP Training
Health Occupations

To provide one additional series of classes (6 meetings) of the Permanence and Safety-Model Approach to Partnership in Parenting (PS-MAPP) training to potential resource families in Los Angeles County. For period December 6, 2008 through January 17, 2009. The District will receive \$8,100.00 for the training. There is no cost to the District.

NEW

18. California Manufacturing Technology Consulting (CMTC)
CMTC Client Training
CITE

To allow the college to provide training to CMTC clients. The training will be held at company sites. For period October 17, 2008 through December 25, 2009. CMTC will pay the college up to \$300 per hour for the training for a total amount not to exceed \$150,000. The training will

be paid for by Employment Training Panel (ETP) funds which CMTC administers.

19. Production Analysis & Learning Services, LLC

IPC Certified Soldering Training

CITE

To provide IPC Certified soldering training. Training will be held at company sites. For period November 13, 2008 through October 31, 2010. Production Analysis & Learning Services, LLC will receive \$100 per hour for instruction and \$85 per student for books and certificates. Total amount is not to exceed \$10,000 with funding provided by an existing contract with California Manufacturing Technology Consulting (CMTC).

20. Julianne Wurm – R-Cubed

Reggio Emilia Principles

Health Occupations

To present grant funded in-service training on the application of Reggio Emilia principles in child care delivery settings and in curriculum. For period November 23-24, 2008 or December 14-15, 2008 depending on the availability of Ms. Wurm. Total cost is not to exceed \$7,000.00 with funding from the LA Universal Preschool (Board Approved on 3/21/07) and the Pre-Kindergarten Family Literacy Grant (Board Approved on 8/6/08).

Use of Facilities

NEW

21. Central Christian Church

PS-MAPP Program

Health Occupations

For the use of its facilities as an off-site classroom for 11 PS-MAPP classes. For period December 6, 2008 through January 17, 2009. No cost to the District.

22. Children's Center of Antelope Valley

PS-MAPP Program

Health Occupations/Foster Kinship

For the use of its facility as an off-site classroom for the PS-MAPP program. For period November 8, 2008 through December 20, 2008. Total cost will be \$1,050.00 with funding being provided from the PS-MAPP Training Project grant.

Workshops

AMENDMENT

23. Susan Benes

Healthy Living

Community Ed

To provide not-for-credit, fee-based Healthy Living workshops in the area of Massage Therapy for Community Education on an as needed basis. The contract is being amended to reflect the contractor's name changed from Susan Benes Marler to Susan Benes. For period January 1, 2009 through December 31, 2010. Susan Benes will receive 40% of the class revenue collected per workshop. Community Education is a financially self-supporting program.

NEW

24. East West Ice Palace

Ice Skating Lessons

Community Ed

To provide for Community Education on an as needed basis not-for-credit, fee-based ice-skating classes. For period December 1, 2008 through November 30, 2010. East West Ice Palace will receive 70% of the total enrollment fees collected per session. Community Education is a financially self-supporting program.

25. Mary Hardin

Craniosacral Balancing & Polarity Therapy

Community Ed

To provide not-for-credit, fee-based workshops for Community Education in the topic areas of Craniosacral Balancing and Polarity Therapy on an as needed basis. For period December 1, 2008 through November 30, 2010. Ms. Hardin will receive a flat fee of \$500 per workshop. Community Education is a financially self-supporting program.

26. Oliver Lin

Chinese Calligraphy

Community Ed

To provide not-for-credit, fee-based enrichment workshops for Community Education in the area of Chinese calligraphy on an as needed basis. For period December 1, 2008 through November 30, 2010. Mr. Lin will receive 30% of the class revenue collected per workshop. Community Education is a financially self-supporting program.

RENEWAL

27. Farla Binder

Special Events/Wedding Planning

Community Ed

To provide not-for-credit fee-based workshops for Community Education in the area of special events / wedding planning on an as needed basis. For period January 1, 2009 through December 31, 2010. Farla Binder will receive 30% of the total enrollment fees collected per workshop. Community Education is a financially self-supporting program.

28. Roger Burgraff

Communication and Team Building Skills

Community Ed

To provide for Community Education on an as needed basis not-for-credit, fee-based professional development classes in the topic areas of communication and team-building skills. For period January 1, 2009 through December 31, 2010. Mr. Burgraff will receive 40% of the total enrollment fees collected per session. Community Education is a financially self-supporting program.

29. Antonia Chianis

Belly Dancing

Community Ed

To provide for Community Education on an as needed basis not-for-credit, fee-based personal enrichment classes in the area of belly dancing. For period January 1, 2009 through December 31, 2010. Ms. Chianis will receive 35% of the total enrollment fees collected per session. Community Education is a financially self-supporting program.

30. Institute of Reading (IRD)

Reading Improvement

Community Ed

To provide on an as needed basis not-for-credit, fee-based enrichment classes for children ages 5-17 in the area of reading improvement. For period January 1, 2009 through December 31, 2010. The Institute of Reading Development (IRD) will pay Community Education 10% of the total enrollment fees they collect. Community Education is a financially self-supporting program.

31. Eugene Konstant

Small Business Management

Community Ed

To provide for Community Education not-for-credit, fee-based professional development classes in the area of small business management on an as needed basis. For period January 1, 2009 through December 31, 2010. Mr. Konstant will receive 30% of the total enrollment fees collected per session. Community Education is a financially self-supporting program.

32. Mario Manzanilla and Associates

Real Estate and Mortgage Seminars

Community Ed

To provide for the Community Education department not-for-credit, fee-based workshops in the area of real estate and mortgage seminars on an as needed basis. For period January 1, 2009 through December 31, 2010. Mr. Manzanilla will receive a flat fee of \$90 per workshop. Community Education is a financially self-supporting program.

33. Gretchen Thomas

Holistic Health

Community Ed

To provide not-for-credit, fee-based workshops for Community Education on an as needed basis in the area of holistic health (massage and eastern modalities). For period January 1, 2009 through December 31, 2010. Ms. Thomas will receive 40% of the total enrollment fees collected per workshop. Community Education is a financially self-supporting program.

34. Peter Winston

Medical Billing

Community Ed

To provide not-for-credit, fee-based professional development classes on an as needed basis for Community Education in the area of medical billing. For period January 1, 2009 through December 31, 2010. Mr. Winston will receive 40% of the total enrollment fees collected per session. Community Education is a financially self-supporting program.

H. Approved and/or Ratified Resignation(s) Accepted by the President/Superintendent, as follows:

O'Donnell, Dorothy Mae, Faculty Senate Clerk (Academic Affairs), effective December 30, 2008

Sevilla, Charles L., Gardener/Groundskeeper (Facilities), effective October 29, 2008

- I. Approved Temporary Full-Time Faculty Employee 100% Funded Under Categorically Funded Program Pursuant to the Provisions of Education Code Section 87470:

Added by addendum:

Herrera, Veronica, Counselor (Counseling Division), @ C-3 (\$66,787.20/annual), effective December 1, 2008, for a period not to exceed June 30, 2009, with continued employment contingent on continued funding of this position under the Basic Skills-ESL Immigration Education Appropriation

- J. Approved Employment of Temporary and/or Substitute Hourly Faculty Personnel, as needed for 2008-2009 Academic Year, as attached.
- K. Approved and/or Ratified Employment of Classified, Short-Term, Substitute, and/or Student Hourly Personnel, as attached.

Added by Addendum:

Gardener/Groundskeeper @25-1 (\$2,951.00 per month) effective December 1, 2008: Bernie Valdez (Facilities)

VII. ADMINISTRATIVE MATTERS

- A. As information, the Board book contained College Coordinating Committee Minutes for October 6, October 13, October 20 and October 27, 2008.
- B. As information, the Board considered the First Reading of Board Policy 3505 – Emergency Response Plan, Board Policy 5800 – Prevention of Identity Theft in Student Financial Transactions and Board Policy 6450 – Wireless or Cellular Phone Use. There was no discussion.
- C. As information, the Board considered the First Reading of the First Portion of Board Policies – Chapter 7 (Human Resources). There was no discussion.
- D. Mr. Arthur stated that three applicants responded to the RFP for the President/Superintendent recruitment and selection process. The Board agreed to hold interviews to meet the applicants during a special meeting on Saturday, November 14 at 8:30 a.m.

VIII. REPORTS

- A. Board of Trustees
Dr. Cho invited the Board to attend Prevention and Early Intervention Community Forums on November 18 and November 22.

Mr. Epple stated that he enjoyed the Habits of Mind Kick-Off meeting on October 30 and acknowledged the faculty, staff and students working on the campaign.

Mr. Macias stated that the enjoyed the ACCT Leadership Conference.
- B. Faculty and Staff Leadership
Dr. Reece shared an update on the agenda for student success. He indicated that the transfer push has been working well and that more students have been attending transfer workshops. He stated

that the Board received a joint memo from the presidents of ACCME, CSEA, CCFF and Faculty Senate which states that all four groups feel the initial screening committee should have the opportunity to review all applications for the Presidential search. He added that they would also like the Board to consider broadening the characteristics of the person they are looking for.

Mr. Kyllingstad agreed that CSEA feels it is important to allow the screening committee to consider all of the applications in the Presidential search so that everyone has an opportunity to share their observations.

C. Acting President/Superintendent and Vice Presidents

Mr. Farmer distributed a written report of activities on campus. He added that he enjoyed the ACCT Leadership Conference and came back with good ideas that he has begun to share with the campus.

IX. CLOSED SESSION

The Board adjourned to closed session at 6:35 p.m.

X. RECONVENE

The Board reconvened at 6:57 p.m.

Read Out

Dr. Edmiston reported that in closed session the Board of Trustees approved a memorandum of understanding between CSEA and the District dated November 10, 2008. The vote for approval was unanimous.

Read Out

Ms. Avalos reported that in closed session the Board of Trustees approved the employment of Carl Bengston as Dean of the Library and Learning Resource Center on Grade 5, Step 3 of the Management Salary Schedule (\$9,405.00 per month) effective February 2, 2009. The vote for approval was unanimous.

Read Out

Mr. Epple reported that in closed session the Board of Trustees approved the attached memorandum of understanding dated November 7, 2008 between the District and the Cerritos College Faculty Federation regarding health insurance benefits for full-time faculty employees for the 2009 calendar year. The vote for approval was unanimous.

Read Out

Dr. Hughlett reported that in closed session the Board of Trustees approved the attached tentative agreement dated October 27, 2008 between the District and the California School Employees Association (CSEA) Chapter #161 regarding health and welfare benefits for the 2009 calendar year. The vote for approval was unanimous.

Read Out

Dr. Cho reported that in closed session the Board of Trustees approved 1. Health insurance benefits adjustments for Management employees for the 2009 calendar year as presented in the attached memorandum dated November 12, 2008 and 2. Management employees' salaries continue to remain indefinite effective July 1, 2008 for the 2008-2009 fiscal year. The vote for approval was unanimous.

Read Out

Mr. Jackson reported that in closed session the Board of Trustees approved 1. Health insurance benefits adjustments for Confidential employees for the 2009 calendar year as presented in the attached memorandum dated November 12, 2008 and 2. Confidential employees' salaries continue to remain indefinite effective July 1, 2008 for the 2008-2009 fiscal year. The vote for approval was unanimous.

XI. ADJOURNMENT

The meeting was adjourned at 7:00 p.m.

XII. NEXT REGULAR MEETING

The next regular meeting of the Board of Trustees is scheduled for Wednesday, December 10, 2008 at 6:00 p.m.



Bob Arthur, President



Dr. Bob Hughlett, Secretary

HPED

PE 127

Adapted Stretching & Relaxation

1.0 Units

Class hours: 0.5 lecture/1.5 lab

Prerequisite: None

Corequisite: None

Recommendation: Student should complete adapted physical education physician health clearance for participation, adapted physical education health history questionnaire, and intake interview assessment.

This course is designed for students with physical disabilities requiring an individualized exercise program of stretching and relaxation. Emphasis is on individual assessment, programming, and selection of stretching and relaxation techniques to develop and improve flexibility, as well as promote relaxation. This course may be taken a maximum of 4 times

PE 218

Soccer Pre-Season Conditioning

2.0 Units

Class hours: 1.0 lecture/3.0 lab

Prerequisite: None

Corequisite: None

Recommendation: None

This course is designed to prepare the competitive soccer athlete through the analysis and training of soccer skills, various team offensive and defensive systems, and physical conditioning. This course may be taken a maximum of 4 times.

FINE ARTS/COMMUNICATIONS

TH 256

Documentary Film & Reality Television Production

3.0 Units

Class hours: 2.0 lecture/4.0 lab

Prerequisite: TH 153 and TH 156 or equivalent with grades of Pass or "C" or higher

Corequisite: None

Recommendation: None

This is a production course in the study of the related non-fictional formats of the documentary film and reality television programs. This course may be taken a maximum of 2 times.

TH 271

Music Video Production

3.0 Units

Class hours: 2.0 lecture/4.0 lab

Prerequisite: TH 153, TH 156, or ART 114 and TH 193 or equivalent with grades of Pass or "C" or higher.

Corequisite: None

Recommendation: Adequate hearing and vision to produce and edit music videos

This is an introductory course in the study of the aesthetics, history, and production of music videos. Unlike narrative films, which focus on character development and story plots, music videos generally aim for instant emotional gratification. This course may be taken a maximum of 2 times.

CERRITOS COLLEGE

TO: Board of Trustees

FROM: Mr. William C. Farmer, Jr., Acting President/Superintendent *WCF*

PREPARED BY: Mr. M.L. Bettino, Dean of Academic Affairs *MB*

REVIEWED BY: Dr. Marilyn Brock, Interim Vice President of Academic Affairs

DATE: November 12, 2008 *MB*

SUBJECT: **Consideration of Approval of Textbook Adoptions for Spring 2009**

RECOMMENDATION

It is recommended that the Board of Trustees approve textbook adoption requests for Spring 2009, as attached.

OVERVIEW

Textbook selections have been made for Spring 2009.

ANALYSIS

Textbook selection is addressed in Board Policy 3025, adopted November 24, 1995:

Textbook selection and evaluation are important responsibilities of the faculty of a college.

A textbook should be used for whatever length of time its content is current and useful. To ensure against obsolescence, division instructional deans along with department chairpersons, shall be responsible for the reevaluation of all textbooks used more than three years.

The appropriate division dean must approve all textbook adoption requests and send them to the Dean of Academic Affairs, the Vice President of Academic Affairs, and then to the President/Superintendent for recommendation to the Board of Trustees for final adoption.

FINANCIAL IMPLICATIONS

No financial impact.

Attachment

Medical-Surgical Nursing I	NRSG 212	Nursing Process Manual: Assessment Tool for the Roy Adaptation Model	Seo-Cho, Joan M.	\$16.25	Polaris Publishing	1 st	R	Revised
Introduction to Theoretical Framework	NRSG 211	Nursing Process Manual: Assessment Tool for the Roy Adaptation Model	Seo-Cho, Joan M.	\$16.25	Polaris Publishing	1 st	R	Revised
Physical Geology	GEOL 101	Physical Geology Laboratory Activities	Busch and Tasa	To Be Determined	Prentice Hall/Pearson	1 st	N	New
Welding Shop Math	WELD 39	Math for Welders	Marion, Nino	\$40.00	Goodheart-Wilcox	4 th	R	Revised
Exchange Server Admin	CIS 213G	70-284 Implementing and Managing Microsoft Exchange Server	Microsoft Official Academic Course	\$135.00	Wiley	1 st	N	New
Active Directory Design	CIS 213K	70-297 Designing A Microsoft Windows Server 2003 Active Directory and Network Infrastructure	Microsoft Official Academic Course	\$125.00	Wiley	1 st	N	New
Cultural Anthropology	ANTH 100	Cultural Anthropology: The Human Challenge	Haviland, William & Prins, Harold	\$164.75	Wadsworth/Cengage	12 th	R	Revised
Manufacturing Processes	MFGT 100	Manufacturing Processes for Design Professionals	Thompson, Rob	\$95.00	Thames & Hudson	4 th	R	Revised
Automotive Alignment Brake & Suspension	AUTO151	General Motors Fundamental Curriculum Series: Automotive Brake Systems	Rehkopf	\$79.25	Pearson Education	1 st	N	New
Automotive Engines	AUTO 111	General Motors Fundamental Curriculum Series: Automotive Engines	Rehkopt	\$79.25	Prentice Hall	1 st	N	New
Drivetrain Transmissions Axles	AUTO 121	General Motors Fundamental Curriculum Series: Automatic Transmissions & Transaxles	Rehkopf	\$76.75	Pearson Education	1 st	N	New

Political and Social History of the Untied States	HIST 102/ ONLINE	American People, The: Creating a Nation and a Society, Concise Volume 1 (to 1877)	Nash, Gary Jeffrey, Julie	\$56.50	Pearson	6 th	R	Revised
American History and Constitution	HIST 101/ ONLINE	American People, The: Creating a Nation and a Society, Combined Volume, Concise	Nash, Gary & Jeffrey, Julie	\$71.75	Pearson	6 th	R	Revised
Introduction to Philosophy	PHIL 100	Darwin (The Routledge Philosophers)	Lewens, Tim	\$27.95	Routledge	1 st	N	New
Introduction to Philosophy	PHIL 100	Ethics & the Environment: An Introduction(Cambridge Applied Ethics)	Jamieson, Dale	\$29.99	Cambridge University Press	1 st	N	New
Introduction to Philosophy	PHIL 100	On the Origin of Species(Oxford World's Classics)	Darwin, Charles	\$12.95	Oxford University Press	2 nd	N	New
Intermediate Photography	PHOTO 102	Beyond Basic Photography	Hornstein, Henry	\$27.95	Little Brown	Latest	N	New
Advanced Editing	TH 293	Soundtrack Pro 2	Sitter, Martin	\$54.99	Peachpit Press, Apple Pro Training Series	1 st	N	New
Advanced Editing	TH 293	First Cut: Conversations with Film Editors	Oldham, Gabriella	\$25.95	University of California Press	1 st	N	New
Advanced Editing	TH 293	Motion 3	Allen, Spencer, Button, Huet	\$54.99	Peachpit Press, Apple Pro Training Series	1 st	N	New
Motion Picture Editing	TH 193	Editing Techniques With Final Cut Pro	Wohl, Michael	\$39.99	Peachpit Press	2 nd	N	New
Motion Picture Production, Advanced Production	TH 153/ TH 254	The Visual Story	Block, Bruce	\$34.95	Focal Press	1 st	N	New
Motion Picture & Digital Cinematography	TH 158	The Five C's of Cinematography	Mascelli, Joseph	\$29.95	Silman-James Press	1 st	N	New

CERRITOS COLLEGE

TO: Board of Trustees

FROM: William C. Farmer, Jr., Acting President *WCF*

REVIEWED BY: Dr. Marilyn Brock, Interim Vice President of Academic Affairs *MB*

PREPARED BY: Nick Kremer, Executive Dean Community, Industry and Technology Education
Maggie Cordero, Director of Pathway Programs

DATE: November 12, 2008

SUBJECT: **Consideration of Acceptance of Chancellor's Office California High School Exit Exam (CAHSEE) Preparation Grant**

RECOMMENDATION

It is recommended that the Board of Trustees approve the acceptance of the 2008-2009 California High School Exit Exam (CAHSEE) Preparation Grant Funds in the amount of \$213,507 for the period July 26, 2008 to June 30, 2009. The official awarding of the grant had been held up until the state budget was passed.

OVERVIEW

This is the third year we have received these funds to assist students who have not graduated from high school. The first two grants were to assist the classes of 2006 and 2007; the new grant is for the Class of 2008.

The grant has two priorities. The first is to serve those from the Class of 2008 that have met all graduation requirements, with the exception of passing the CAHSEE. The second is to support noncredit courses for students who did not pass the CAHSEE and/or who did not complete coursework requirements for high school graduation. These funds are intended to supplement and not supplant existing funds to address these two priorities.

ANALYSIS

The Cerritos College CAHSEE Preparation Program is a continued collaboration between Cerritos College and those feeder school districts who choose to participate: ABC Unified, Bellflower Unified and Paramount Unified. The program will provide non-credit instruction and outreach activities to students from the high school graduating class of 2008 who did not pass the CAHSEE. Instruction will be provided both by the local adult schools and the college's non-credit unit. Coursework will concentrate on Basic Skills areas crucial to the CAHSEE (especially math and language arts), and will include test taking workshops, and individualized computerized CAHSEE preparation.

FINANCIAL IMPLICATIONS

Cerritos College is receiving \$213,507 to provide the above described activities. The cost will be paid by the grant. No general funds will be used.

CERRITOS COLLEGE

TO: Board of Trustees

FROM: William C. Farmer, Jr., Acting President *WCF*

REVIEWED BY: Dr. Marilyn Brock, Interim Vice President Academic Affairs *MB*

PREPARED BY: Nick Kremer, Executive Dean, Community, Industry and Technology Education
Maggie Cordero, Director of Pathway Programs

DATE: November 12, 2008

SUBJECT: **CONSIDERATION OF APPROVAL OF AN AGREEMENT WITH EL CAMINO COLLEGE TO BE A SUBGRANTEE FOR \$115,536.**

RECOMMENDATION

It is recommended that the Board of Trustees approve an agreement with El Camino College as part of the Chancellor's Office SB 70 Career Technical Education Community Collaborative Grant wherein Cerritos College would receive \$115,536 in order to pursue the activities described below. The time period of the agreement will be November 13, 2008 to December 31, 2009.

OVERVIEW

El Camino College and Cerritos College applied for and received the Chancellor's Office SB 70 Career Technical Education Community Collaborative Grant wherein El Camino College is the fiscal agent. The funds enable Cerritos College to provide career exploration development for 7th and 8th graders, further develop and strengthen the high school to college career technical education programs within the campus, provide teacher and faculty externships in business and labor and CTE professional development.

ANALYSIS

Through the Pathway Programs Department and the continued collaboration between Cerritos College and the feeder school districts, the grant provides that the pre-apprenticeship program will be solidified and a pre-engineering focus will be developed by creating curriculum in Solidworks and robotics and by including Project Lead the Way in one or more high schools. In addition, career exploration workshops will be held at the 7th and 8th grade level to introduce students to CTE careers and provide a linkage to the CTE academies that the K-12 school districts have. Lastly, there will be an opportunity for faculty externships and professional development.

FINANCIAL IMPLICATIONS

Cerritos College is receiving \$115,536 to provide the above described activities. The cost will be paid by the grant. No general funds will be used.

RESOLUTION NO. 08-10

Elite Choice
Governmental 457(b) Deferred Compensation Plan
and the Elite Choice 403(b) Tax Sheltered Annuity Plan
Change of Trustee/Custodian

WHEREAS, the Governing Board of Cerritos Community College District ("District"), designated as a governmental employer previously adopted the Cerritos Community College District Elite Choice 457(b) Deferred Compensation Plan, a governmental non-qualified plan that qualifies under IRC Section 457(b) (the "Elite Choice 457(b) Deferred Compensation Plan"); and the new Cerritos Community College District Elite Choice 403(b) Tax Sheltered Annuity Plan that qualifies under IRC Section 403(b) (the "Elite Choice 403(b) Tax Sheltered Annuity Plan").

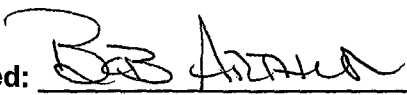
WHEREAS, the District desires to continue in providing the Elite Choice 457(b) Deferred Compensation Plan and the Elite Choice 403(b) Tax Sheltered Annuity Plan.

NOW, THEREFORE, the Board of Trustees hereby resolves:

1. **The Board hereby** removes Union Bank of California, N.A. as Trustee of the Elite Choice 457(b) Deferred Compensation Plan; and
2. **The Board hereby** removes Union Bank of California, N.A. as Custodian of the Elite Choice 403(b) Tax Sheltered Annuity Plan); and
3. **The Board hereby** appoints and authorizes Benefit Trust Company as Trustee of the Elite Choice 457(b) Deferred Compensation Plan ; and
4. **The Board hereby** appoints and authorizes Benefit Trust Company as Custodian of the Elite Choice 403(b) Tax Sheltered Annuity Plan.
5. **The Board hereby authorizes** Superintendent/President or designee, to develop appropriate procedures to install necessary controls to insure that the Plans are operated in conformance with the Internal Revenue Code, including related regulations as currently stated, and as amended in the future.

PASSED AND ADOPTED, by the Board of Trustees of the Cerritos Community College District, Los Angeles County, State of California, on November 12, 2008.

AYES: 7
NOES: 0
ABSENT: 0

Signed: 

President, Board of Trustees

Attest: 

Secretary to Board of Trustees

Employer Plan Administrator: _____
Title: _____
Signature: _____

**CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE**

Attachment # 1

Quarterly Financial Status Report, CCFS-311Q
VIEW QUARTERLY DATA

CHANGE THE PERIOD

Fiscal Year: 2008-2009

Quarter Ended: (Q1) Sep 30, 2008

District: (810) CERRITOS

As of June 30 for the fiscal year specified

Line	Description	Actual 2005-06	Actual 2006-07	Actual 2007-08	Projected 2008-2009
I. Unrestricted General Fund Revenue, Expenditure and Fund Balance:					
A.	Revenues:				
A.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	80,947,922	86,884,376	88,316,839	87,578,797
A.2	Other Financing Sources (Object 8900)	0	0	0	0
A.3	Total Unrestricted Revenue (A.1 + A.2)	80,947,922	86,884,376	88,316,839	87,578,797
B.	Expenditures:				
B.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	77,918,915	82,945,128	86,032,575	91,737,511
B.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	1,755,274	1,574,318	1,684,132	1,232,962
B.3	Total Unrestricted Expenditures (B.1 + B.2)	79,674,189	84,519,446	87,716,707	92,970,473
C.	Revenues Over(Under) Expenditures (A.3 - B.3)	1,273,733	2,364,930	600,132	-5,391,676
D.	Fund Balance, Beginning	6,833,992	8,555,918	10,751,749	12,646,111
D.1	Prior Year Adjustments + (-)	448,193	-169,099	1,294,230	0
D.2	Adjusted Fund Balance, Beginning (D + D.1)	7,282,185	8,386,819	12,045,979	12,646,111
E.	Fund Balance, Ending (C. + D.2)	8,555,918	10,751,749	12,646,111	7,254,435
F.1	Percentage of GF Fund Balance to GF Expenditures (E. / B.3)	10.7%	12.7%	14.4%	7.8%

II. Annualized Attendance FTES:

G.1	Annualized FTES (excluding apprentice and non-resident)	16,621	16,580	17,173	17,173
-----	---	--------	--------	--------	--------

As of the specified quarter ended for each fiscal year

		2005-06	2006-07	2007-08	2008-2009
Total General Fund Cash Balance (Unrestricted and Restricted)					
	Cash, excluding borrowed funds			25,688,641	1,878,168

H.1					
H.2	Cash, borrowed funds only			0	0
H.3	Total Cash (H.1+ H.2)	16,983,609	21,431,188	25,688,641	1,878,168

IV. Unrestricted General Fund Revenue, Expenditure and Fund Balance:

Line	Description	Adopted Budget (Col. 1)	Annual Current Budget (Col. 2)	Year-to-Date Actuals (Col. 3)	Percentage (Col. 3/Col. 2)
I.	Revenues:				
I.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	87,578,797	87,578,797	5,477,162	6.3%
I.2	Other Financing Sources (Object 8900)	0	0	0	
I.3	Total Unrestricted Revenue (I.1 + I.2)	87,578,797	87,578,797	5,477,162	6.3%
J.	Expenditures:				
J.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	91,737,511	91,737,511	13,256,602	14.5%
J.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	1,232,962	1,232,962	1,018	0.1%
J.3	Total Unrestricted Expenditures (J.1 + J.2)	92,970,473	92,970,473	13,257,620	14.3%
K.	Revenues Over(Under) Expenditures (I.3 - J.3)	-5,391,676	-5,391,676	-7,780,458	
L	Adjusted Fund Balance, Beginning	12,646,111	12,646,111	12,646,111	
L.1	Fund Balance, Ending (C. + L.2)	7,254,435	7,254,435	4,865,653	
M	Percentage of GF Fund Balance to GF Expenditures (L.1 / J.3)	7.8%	7.8%		

V. Has the district settled any employee contracts during this quarter? **NO**

If yes, complete the following: (If multi-year settlement, provide information for all years covered.)

Contract Period Settled (Specify) YYYY-YY	Management		Academic				Classified	
	Total Cost Increase	% *	Permanent		Temporary		Total Cost Increase	% *
			Total Cost Increase	% *	Total Cost Increase	% *		
a. SALARIES:								
Year 1:								
Year 2:								
Year 3:								

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b. BENEFITS:								
	Year 1:							
	Year 2:							
	Year 3:							

* As specified in Collective Bargaining Agreement or other Employment Contract

c. Provide an explanation on how the district intends to fund the salary and benefit increases, and also identify the revenue source/object code.

VI. Did the district have significant events for the quarter (include incurrence of long-term debt, settlement of audit findings or legal suits, significant differences in budgeted revenues or expenditures, borrowing of funds (TRANS), issuance of COPs, etc.)? **NO**

If yes, list events and their financial ramifications. (Enter explanation below, include additional pages if needed.)

VII. Does the district have significant fiscal problems that must be addressed? **This year? NO**
Next year? NO

If yes, what are the problems and what actions will be taken? (Enter explanation below, include additional pages if needed.)

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CALIFORNIA COMMUNITY COLLEGES CHANCELLOR'S OFFICE

Quarterly Financial Status Report, CCFS-311Q CERTIFY QUARTERLY DATA

CHANGE THE PERIOD

Fiscal Year: 2008-2009

Quarter Ended: (Q1) Sep 30, 2008

District: (810) CERRITOS

Your Quarterly Data is ready for certification.
Please complete the fields below and click on the 'Certify This Quarter' button

Chief Business Officer

CBO Name:

CBO Phone:

CBO Signature:

Date Signed:

Chief Executive Officer Name:

CEO Signature:

Date Signed:

Electronic Cert Date:

District Contact Person

Name:

Title:

Telephone:

Fax:

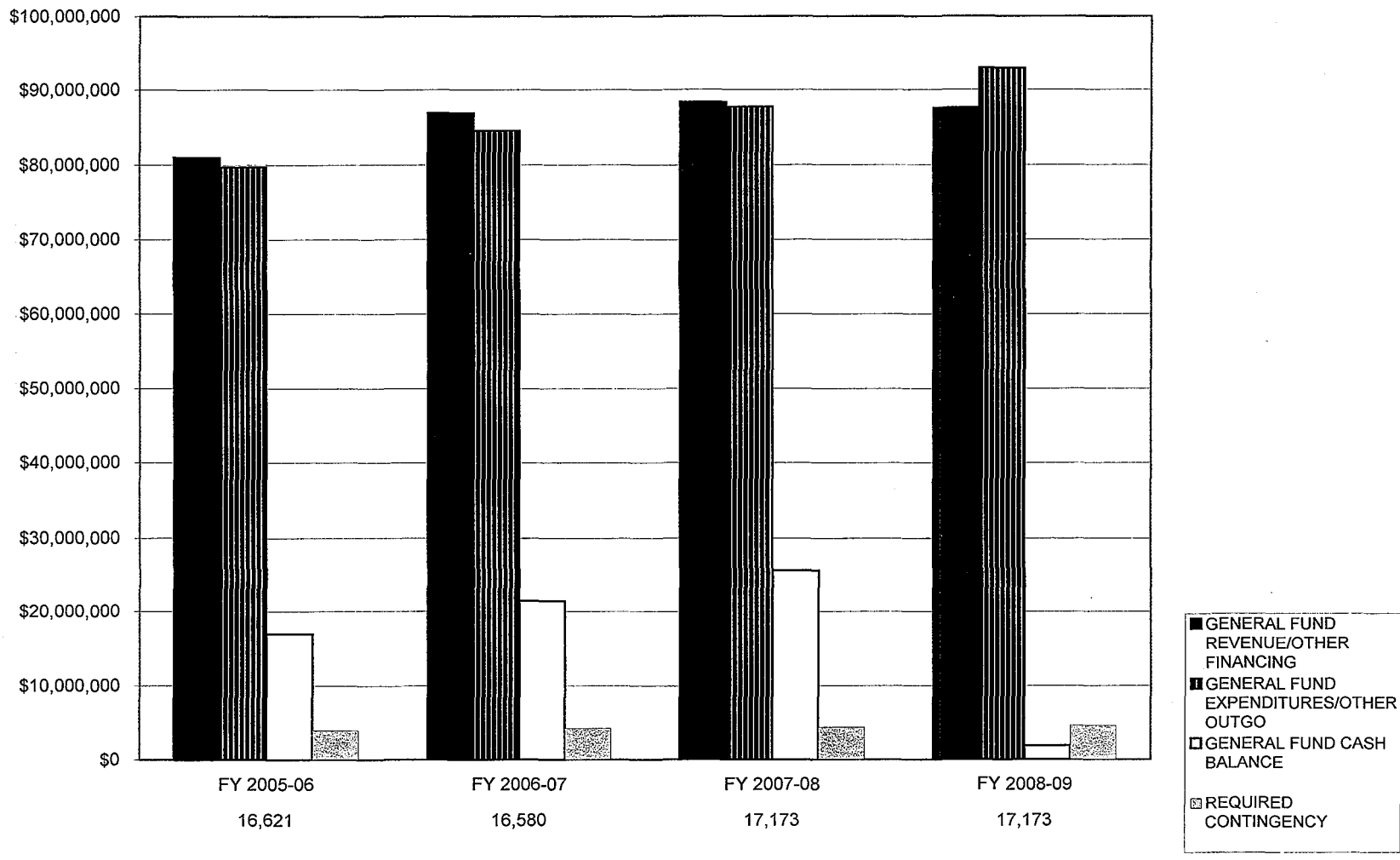
E-Mail:

Certify This Quarter

California Community Colleges, Chancellor's Office
1102 Q Street Sacramento, California 95814-6511
Send questions to Kuldeep Kaur, (916) 327-6818 kkaur@cccco.edu
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000204

QUARTERLY FINANCIAL STATUS REPORT
September 30, 2008



000205

COUNSELOR HOURLY - ACADEMIC AFFAIRS

Reemployed

Name		Assignment	Salary Placement	Rate
Ochoa	Lorena	Project Hope	C1	40.23

FACULTY HOURLY - LIBERAL ARTS

New Hires

Name		Discipline	Salary Placement	Rate
Olague	Mark	English	A1	48.83

FACULTY HOURLY - SCIENCE, ENGINEERING & MATHEMATICS

Reemployed

Name		Discipline	Salary Placement	Rate
Nguyen	My Hanh	Mathematics	B1	48.83

New Hires

Name		Discipline	Salary Placement	Rate
Lai	Karen	Mathematics	A1	48.83
Lopez	Edson	Mathematics	A1	48.83

EMPLOYMENT OF CLASSIFIED, SHORT-TERM, SUBSTITUTE,
AND/OR STUDENT HOURLY PERSONNEL

SUBSTITUTE HOURLY EMPLOYMENT (AS NEEDED) – (2008 – 2009 School Year)

Krawiec, Aaron	Custodian	\$9.76/hr	09/16/08
Ayerdis, Niguel	Gardener/Groundskeeper	\$9.99/hr	09/22/08

SHORT-TERM HOURLY EMPLOYMENT (AS NEEDED), VARIABLE HOURS PER DAY & DAYS PER WEEK, FOR A PERIOD NOT TO EXCEED JUNE 30, 2009 OR 175 TOTAL WORKDAYS, WHICHEVER OCCURS FIRST

Ibarra, Fernando	Aide-General (Clerical)	\$8.00/hr	07/01/08
Kochems, Brian	"	"	09/15/08
Martinez, Evan	"	"	09/29/08
Passi, Amanda	"	"	09/25/08
Spencer, Aura	"	"	10/01/08
De Mata, Melissa	Aide-General (Lab)	\$8.00/hr	09/01/08
Gilbert, Gianni	"	"	"
Hadiningtias, Syntia	"	"	08/18/08
Siereke, Henry	"	"	"
Armstrong, Nicholas	Aide-General (Laborer)	\$8.00/hr	07/01/08
Deel, Nicole	"	"	08/18/08
Holiday, Matthew	"	"	"
Jackson, Marcellus	"	"	08/25/08
Joseph, Kristen	"	"	08/01/08
Koehnlein, Michael	"	"	08/18/08
Reich, Jim	"	"	08/01/08
Roca, Rey Paolo	Aide-Special (Special Ed.)	\$8.00/hr	09/03/08
Tate, Krystal	"	"	09/25/08
Kim, WooJung	Aide-Special (Tutor)	\$8.00/hr	08/28/08
Lee, James Junho	"	"	08/25/08
Mckay, Wade	"	"	"
Shah, Dushyant	"	"	09/25/08
Snipes, Daniel	"	"	08/25/08
Aguilar, Wendy	Clerk	\$8.64/hr	09/25/08
Araujo, Jose Juan	"	"	08/25/08
Cahuantzi, Karina	"	"	09/02/08
Cerna, Carlos	"	"	09/25/08
Choi, Ji Ho	"	"	"
Estrada, Armando	"	"	07/01/08
Estrada, Janet	"	"	09/16/08
Fauni, Rutherford	"	"	09/25/08

Presented to the Board of Trustees 11/12/08

000207

SHORT-TERM HOURLY EMPLOYMENT (AS NEEDED), VARIABLE HOURS PER DAY & DAYS PER WEEK, FOR A PERIOD NOT TO EXCEED JUNE 30, 2009 OR 175 TOTAL WORKDAYS, WHICHEVER OCCURS FIRST

Hernandez, Dezire Maria	Clerk	\$8.64/hr	09/25/08
Infante, Lupita	"	"	"
Leyva, Crystina	"	"	09/02/08
Molina, Nelson	"	"	08/25/08
Pena, Johanna	"	"	09/01/08
Ruiz, Edward	"	"	09/01/08
Taylor, Tayeisha	"	"	09/25/08
Vera, Valerie	"	"	08/25/08
Bautista, Osbaldo	Typist Clerk	\$8.64/hr	08/25/08
Centeno, Melissa	Aide-Special (Outreach Worker)	\$9.07/hr (1)	09/01/08
Childress, Jacqueline	"	"	"
Echeverria, Diana	"	"	07/01/08
Howell, Maya	"	"	09/01/08
Kim, David	"	"	"
Maloney, Travis	"	"	"
Munoz, Alexandra	"	"	"
Morales, Monica	"	"	"
Payton, Javon	"	"	"
Ricard, Melissa	"	"	"
Weathers, Lawrence	"	"	"
Wheeler, Lesley	Publicity Aide	\$9.07/hr	08/25/08
Arellano, Javier	Instructional Aide I	\$10.51/hr (3)	08/04/08
Avellaneda, Raul	"	"	"
Berry, Terrell	"	\$9.56/hr (1)	09/25/08
Chambers, Jim	"	"	08/01/08
Chatman, Rosanna	"	\$10.51/hr (3)	09/23/08
Chen, Po-Yuan	"	\$9.56/hr (1)	08/21/08
Cordova, Edmund	"	"	09/25/08
Cowens, Elliott	"	"	08/18/08
Deel, Nicole	"	"	"
DeFaith, Rebekah	"	"	"
Dominguez, Art	"	"	08/01/08
Egland, Markia	"	"	09/25/08
Flanagan, Yvette	"	"	08/25/08
Funes, Daisy	"	\$10.51/hr (3)	07/01/08
Flores, Anjelica	"	\$9.56/hr (1)	08/25/08
Garibay, Elizabeth	"	"	09/25/08
Gaston, Dominique	"	"	"
Gonzalez, Guillermo	"	\$9.99/hr (2)	08/04/08
Grishma, Doshi	"	\$9.56/hr (1)	10/20/08
Guerrero, Anthony	"	"	08/01/08
Headlee, Krystal	"	"	09/25/08
Heng, Peter	"	"	08/25/08
Hernandez, Lillian	"	\$10.51/hr (3)	07/01/08
Hooper, Brandy	"	\$9.56/hr (1)	09/25/08
Kim, Michael	"	"	08/18/08

SHORT-TERM HOURLY EMPLOYMENT (AS NEEDED), VARIABLE HOURS PER DAY & DAYS PER WEEK, FOR A PERIOD NOT TO EXCEED JUNE 30, 2009 OR 175 TOTAL WORKDAYS, WHICHEVER OCCURS FIRST

Lackey, Bernadine	Instructional Aide I	\$9.56/hr (1)	09/25/08
Medina, Yacenia	"	"	"
Morales, Casara	"	"	08/28/08
Nguyen, Thuy	"	"	08/25/08
Nunez, Johana	"	"	09/25/08
Nunez Jr., Ricardo	"	"	"
Ocampo, Caroline	"	"	"
Pugh, Michelle	"	"	08/28/08
Padilla, Josefina	"	"	09/02/08
Punchihewa, Rangani	"	"	09/15/08
Quinn, Kathleen	"	\$9.99/hr (2)	08/18/08
Quiroz, Nancy	"	\$9.56/hr (1)	09/25/08
Rahman, Umaima	"	"	"
Ramirez, Elizabeth	"	"	"
Rossi, Patrick	"	\$10.51/hr (3)	08/04/08
Sanchez, Rosaisela	"	\$9.56/hr (1)	10/16/08
Santos, Evelyn	"	"	09/25/08
Signer, Amanda	"	"	08/27/08
Singim, Patricia	"	\$10.51/hr (3)	07/01/08
Soldan, Joe	"	"	08/18/08
Troglia, Tessa	"	"	08/04/08
Troncoso, Lisa	"	\$9.56/hr (1)	08/18/08
Vargas, Maria Del Rosario	"	"	08/25/08
Wicks, Jim	"	\$10.51/hr (3)	08/04/08
Woodward, Dean	"	\$9.56/hr (1)	08/18/08
Zubiri, Arlene	"	"	10/08/08
Acosta, Andre	Intermediate Clerk	\$9.56/hr	08/25/08
Cheng, I-Chien	"	"	09/25/08
Santana, Nancy	"	"	08/25/08
Arriaga, Sergio	Intermediate Typist Clerk	\$9.56/hr	10/01/08
Barrera, Elizabeth	"	"	09/25/08
Medina, Maria	"	"	09/15/08
Palacpac, Larina	"	"	09/25/08
Gonzales, Michael	Account Technician I	\$9.76/hr	08/25/08
Carpenter, Michael	Custodian	\$9.76/hr	10/10/08
Krawiec, Aaron	"	"	09/16/08
Gamble, Venice	Program Assistant I	\$9.99/hr	08/28/08
Heng, Ty	"	"	09/01/08
Silver, Jonathan	"	"	10/13/08
Brazel, Jackie	Library Technical Clerk	\$9.99/hr	07/01/08
Barot, Alok Vivek	Tutorial Technician	\$9.99/hr	09/08/08
Braams, Marlyn	"	"	"
Cho, Hye	"	"	09/04/08
Cuaranta, Vanessa	"	"	09/08/08

09/02/09

SHORT-TERM HOURLY EMPLOYMENT (AS NEEDED), VARIABLE HOURS PER DAY & DAYS PER WEEK, FOR A PERIOD NOT TO EXCEED JUNE 30, 2009 OR 175 TOTAL WORKDAYS, WHICHEVER OCCURS FIRST

Opene, Michael	Tutorial Technician	\$9.99/hr	09/08/08
Rodriguez, Barbara	"	"	"
Ayerdis, Miguel	Gardener/Groundskeeper	\$9.99/hr	09/22/08
Rico, Alejandro	Aquatics Specialist	\$10.11/hr	08/25/08
Castelo, Elizabeth	Program Assistant II	\$11.34/hr	10/01/08
Hope, Gregory	"	"	07/25/08
Vierra Cardoso, Analie	Student Affairs Technician	\$11.60/hr	09/08/08
Guijarro, Max	Instructional Aide II	\$12.81/hr (1)	09/24/08
Lopez, Bonnie	"	"	09/01/08
Martinez, Luis	"	"	08/18/08
Oum, Kirivuth	"	\$14.13/hr (3)	09/15/08
Ramirez, Debora	"	\$12.81/hr (1)	09/22/08
Rios, Diana	"	"	07/01/08
Rosales, Armando	"	\$14.13/hr (3)	07/01/08
Zepeda, Maria	"	\$12.81/hr (1)	08/18/08
VanderLinden, Daneille	Program Facilitator	\$13.79/hr	09/07/08
Flores, Chris	Technical Director/Designer	\$14.79/hr	08/18/08
Martinez, Tony	"	"	"
Wheeler, Lesley	Coordinator of Media Relations	\$15.81/hr	10/01/08
Taing, Linda	Coordinator of School Relations	\$15.81/hr	09/16/08
Chavez, Sara	Special Populations Coordinator	\$16.41/hr	10/01/08
Bleak, Paul	Vocational Education and Special Projects Assistant	\$16.41/hr	08/25/08
Nakajima, Mikiko	Educational Technology Trainer	\$18.60/hr	07/01/08
Padilla, Sara	Aide-Special (Interpreter I)	\$19.50/hr	08/01/08
Alderette, Xavier	Cont. Ed. Special (Arts & Crafts)	\$22.45/hr	07/01/08
Ariyuki, Tomoko	"	"	09/25/08
Stewart, D'Yann	Aide-Special (Interpreter II)	\$23.00/hr	08/01/08
O'Connell, Jalon	Cont. Ed. Specialist (Cultural Arts)	\$28.07/hr	07/01/08
Adele, Julie	Community Education Specialist	\$29.15/hr	08/18/08
Arroyo, Jose	"	"	09/08/08
Bello-Gardner, Sylvia	"	"	08/18/08
Boudreau, Debbie	"	"	"

000210

SHORT-TERM HOURLY EMPLOYMENT (AS NEEDED), VARIABLE HOURS PER DAY & DAYS PER WEEK, FOR A PERIOD NOT TO EXCEED JUNE 30, 2009 OR 175 TOTAL WORKDAYS, WHICHEVER OCCURS FIRST

Casas, Ralph	Community Education Specialist	\$29.15/hr	08/18/08
Clark, Geralin	"	"	09/08/08
Cruz, Shanon	"	"	07/01/08
Ernest, Roger	"	"	08/18/08
Gaffaney, Todd	"	"	"
Gersitz, Lorraine	"	"	"
Harmon, James	"	"	"
Jimenez, Irma	"	"	08/25/08
Kim, Jong Wha	"	"	09/10/08
Layne, Jean	"	"	09/01/08
Macias, Dora	"	"	08/18/08
Mariani, Ilva	"	"	"
McFarland, Lillian	"	"	09/01/08
Moore, Debra	"	"	08/18/08
Piotrowski, Casey	"	"	"
Pizer, Janis	"	"	09/10/08
Quesada, Alfred	"	"	09/01/08
Rugg, Kenneth	"	"	08/18/08
Segura, Aurora	"	"	08/25/08
Shah-Williams, Nishi	"	"	08/18/08
Umemura, Haruka	"	"	08/11/08
Young, David	"	"	08/18/08
Becerra, Mardel	Cont. Ed. Specialist (Business Tech.)	\$50.52/hr	09/01/08
Cook, Kenneth	"	"	08/04/08
Greene, Susan	"	"	09/01/08
Hively, Rachel	Cont. Ed. Specialist (Health Occ.)	\$50.52/hr	08/01/08

CERRITOS COLLEGE

TO: Board of Trustees
FROM: William C. Farmer, Jr., Acting President/Superintendent *WCF*
DATE: November 12, 2008
SUBJECT: **Information Item: First Reading: Board Policy 3505 – Emergency Response Plan, Board Policy 5800 – Prevention of Identity Theft in Student Financial Transactions and Board Policy 6450 – Wireless or Cellular Phone Use**

RECOMMENDATION

It is recommended that the Board of Trustees review and discuss Board Policy 3505 – Emergency Response Plan, Board Policy 5800 – Prevention of Identity Theft in Student Financial Transactions and Board Policy 6450 – Wireless or Cellular Phone Use during this first reading, as distributed to the Board on November 5.

OVERVIEW

Cerritos College is in the process of updating and aligning the District's Board Policies with the recommended policies developed through the legal firm of Liebert Cassidy & Whitmore in conjunction with the Community College League of California (CCLC). Cerritos College is one of 59 districts throughout the state who are members of the Board Policy and Administrative Procedure Subscription Service coordinated by the CCLC.

The Community College League of California and the League's Legal Counsel (Liebert Cassidy Whitmore) recommended that all community colleges add the following: Board Policy 3505 to reflect the need for districts to implement a program or plan that complies with National Incident Management System (NIMS) and Standardized Emergency Management System (SEMS) requirements; Board Policy 5800 to comply with the Fair and Accurate Credit Transactions Act (FACT Act), a new federal law that requires any public agency which establishes "covered amounts", i.e. accounts that involve multiple payment or transactions, to implement a program to monitor for identity theft; and Board Policy 6450 to address Internal Revenue Service (IRS) guidelines.

The changes are included in the Fall 2008 "Board Policy and Administrative Procedure Update #15".

ANALYSIS

The District's current Board Policy Manual has not been revised for more than a decade. Therefore, the Cerritos College Board Policy Manual is being reorganized and updated to align with the statewide CCLC recommended Board Policy Manual.

There are seven chapters of the CCLC recommended Board Policy Manual that include the following sections: 1) The District, 2) Board of Trustees, 3) General Institution, 4) Academic Affairs, 5) Student Services, 6) Business Services, and 7) Human Resources. The College Coordinating Committee has conducted thorough reviews of BP 3505, BP 5800 and BP 6450 to ensure accuracy with current District practices and to afford all constituent groups an opportunity for input. These policies are now ready for review by the Board of Trustees.

FINANCIAL IMPLICATIONS

No financial impact.

000212

CERRITOS COLLEGE

TO: Board of Trustees
FROM: William C. Farmer, Jr., Acting President/Superintendent *WCF*
PREPARED BY: Daniel M. O'Rourke, Acting Director of Human Resources *DOR*
DATE: November 12, 2008
SUBJECT: **Consideration of Approval of Memorandum of Understanding Between the District and the Cerritos College Faculty Federation Regarding Health Insurance Benefits for Full-Time Faculty for the 2009 Calendar Year.**

RECOMMENDATION

It is recommended that the Board of Trustees approve the attached Memorandum of Understanding, dated November 7, 2008 between the District and the Cerritos College Faculty Federation regarding health insurance benefits for full-time faculty for the 2009 calendar year.

OVERVIEW

The District and the Cerritos College Faculty Federation have negotiated a Memorandum of Understanding regarding insurance benefits for full-time faculty for the 2009 calendar year.

ANALYSIS

The District and the Cerritos College Faculty Federation (AFT Local 6215) have negotiated a Memorandum of Understanding (MOU) regarding health insurance benefits for full-time faculty for the 2009 calendar year. Attached is a copy of the MOU which specifies the provisions of this agreement.

FINANCIAL IMPLICATIONS

This is budgeted in the General Fund.

000213

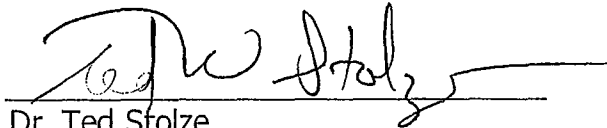
**MEMORANDUM OF UNDERSTANDING BETWEEN THE CERRITOS
COMMUNITY COLLEGE DISTRICT AND THE CERRITOS COLLEGE
FACULTY FEDERATION (LOCAL 6215, CFT/AFT, AFL-CIO)**

This Memorandum of Understanding regarding District health insurance benefits for full-time bargaining unit employees for the 2009 calendar year (period January 1, 2009 through December 31, 2009) is entered into by and between the Cerritos Community College District and the Cerritos College Faculty Federation (Local 6215, CFT/AFT, AFL-CIO).

Health Insurance

1. For eligible full-time bargaining unit employees (hereinafter referred to as "unit employees"), hired before October 1, 2003 and participating in District medical insurance, the District shall contribute up to the cost of family coverage (\$1,814.46 per month) for the PERS Care medical plan for the 2009 calendar year.
2. For full-time unit employees hired on or after October 1, 2003 and participating in District medical insurance, the District shall contribute up to the cost of the family coverage (\$1,167.50 per month) for the PERS Choice medical plan for the 2009 calendar year.
3. For the 2009 calendar year the District shall pay the full premium cost for employee plus family dental and vision coverage for full-time unit employees.
4. For the 2009 calendar year the District shall pay the full premium cost for a \$50,000 life insurance plan for full-time unit employees.
5. Any costs in excess of the District maximum contribution shall be paid by the unit employee through payroll deduction.
6. For the 2009 calendar year unit employees who are eligible for medical insurance and who provide evidence of major medical insurance coverage through a spouse or State registered qualified domestic partner shall be entitled to receive up to \$3,000.00 annually in lieu of medical benefits. This is \$300.00 payable tenthly in lieu of medical benefits. Cash in lieu recipients must notify the District immediately if they lose their medical insurance. The unit employee shall be enrolled in a District plan of their choice subject to date of hire restrictions based on their hire date (and subject to any restrictions imposed by the carriers). Unit employees will be paid a pro-rata of the \$3,000.00 annual cash amount for any portion of the year that the employee did not receive District medical benefits.

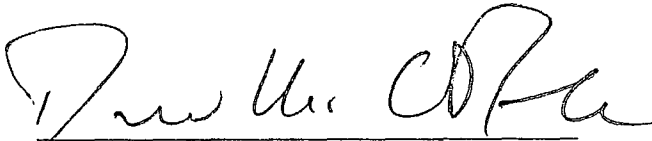
7. It is understood that the following health insurance benefit items remain subject to negotiation in the 2008-2009 reopeners negotiations: (1) The provisions of Items # 7, 8, and 9 (i.e. Salary Bonus Pool and distribution of such funds for the 2009 calendar year) as specified in the MOU regarding Health Insurance Benefits for the 2008 calendar year executed by the CCFF and the District on November 6, 2007; and (2) CCFF's proposals regarding changes to health benefits for retired faculty and establishment of health benefits for part-time faculty that are pending in the 2008-2009 reopeners negotiations.



Dr. Ted Stolze
President
Cerritos College Faculty Federation
(Local 6215, CFT/AFT, AFL-CIO)

11/7/08

Date



Daniel M. O'Rourke
Acting Director of Human Resources
Cerritos Community College District

11/7/08

Date

000215

CERRITOS COLLEGE

TO: Board of Trustees
FROM: William C. Farmer, Jr., Acting President/Superintendent *WCF*
PREPARED BY: Daniel M. O'Rourke, Acting Director of Human Resources *DOR*
DATE: November 12, 2008
SUBJECT: **Consideration of Approval of Tentative Agreement Between the District and the California School Employees Association (CSEA) Chapter #161 Regarding Health and Welfare Benefits for the 2009 Calendar Year.**

RECOMMENDATION

It is recommended that the Board of Trustees approve the attached Tentative Agreement, dated October 27, 2008 between the District and the CSEA Chapter #161 regarding health and welfare benefits for the 2009 calendar year.

OVERVIEW

The District and the CSEA Chapter #161 have negotiated a Tentative Agreement regarding health and welfare benefits for the 2009 calendar year.

ANALYSIS

The District and the CSEA Chapter #161 have negotiated a Tentative Agreement regarding health and welfare benefits for the 2009 calendar year. Attached is a copy of the Tentative Agreement which specifies the provisions of this agreement.

FINANCIAL IMPLICATIONS

This is budgeted in the General Fund.

000216

**TENTATIVE AGREEMENT ON ITEMS
NEGOTIATED BY CSEA AND THE DISTRICT**

The following are item(s) which the CSEA, Chapter #161 and Cerritos College Community College District Negotiation Teams reached tentative agreement on at the Negotiation Session conducted on October 27, 2008.

ARTICLE: 6 HEALTH AND WELFARE BENEFITS

ARTICLE 6: HEALTH AND WELFARE BENEFITS

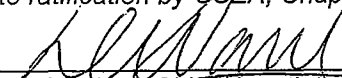
- 6.1 Medical Plan Coverage for January 1, 2008 2009- December 31, 2008 2009
- 6.1.1 Eligible bargaining unit employees will be offered and may select coverage under one of the medical plans as provided by the PERS Medical and Hospital Insurance Program under the Public Employees Medical and Hospital Care Act. Alternate Medical Plan Coverage: The District shall provide coverage under an alternate medical plan (in lieu of coverage under a PERS Medical and Hospital Insurance Program plan) for unit employees who, at the time of employment in a position qualifying the employee for District-paid health and welfare benefits, are not eligible to participate in the PERS Medical and Hospital Insurance Program plans, until the next available open enrollment period. Coverage under the alternate medical plan will continue until the next available open enrollment period, at which time, the unit employee will have the opportunity to select coverage under one of the PERS Medical and Hospital Insurance Program plans. Coverage under the alternate medical plan will be provided only until the date the unit employee becomes eligible for enrollment and coverage under a PERS Medical and Hospital Insurance Program plan, and such coverage will terminate at that time regardless of whether or not the employee selected and enrolled in coverage under a PERS Medical and Hospital Insurance Program plan. The District will pay the full premium for the above medical plans based upon the premium rates in effect for such plans during the period January 1, ~~2008 2009~~ through December 31, ~~2008 2009~~. Unless agreement is reached with CSEA prior to the end of the College's last business day in December ~~2008 2009~~, effective January 1, ~~2009 2010~~, the District contribution amount toward medical insurance premiums will remain at the premium rates for CalPERS medical plans that were in effect for calendar year ~~2008 2009~~.
- 6.1.2 Base District Contribution - Medical Plan: The District shall contribute \$200.00 monthly (\$240.00 tently) toward payment of the premium rate in effect for District medical plan coverage as provided for eligible bargaining unit employees under Article 6.1.1.
- 6.1.3 Supplemental District Contribution - Benefits Plan: For the period January 1, ~~2008 2009~~, through December 31, ~~2008 2009~~, the District will provide eligible bargaining unit employees a supplemental benefit amount not to exceed an amount necessary to pay only the full premium rates in effect during this period for District medical plan coverage as provided for eligible employees under Article 6.1.1. (including coverage for eligible dependents), and District dental/vision/life insurance plans as provided under Articles 6.2, 6.3, and 6.4. Funds from this supplemental benefit plan shall not be available to employees for any other benefit or compensation purposes.
- 6.2 Dental Coverage for January 1, 2008 2009- December 31, 2008 2009
- 6.2.1 The District will continue to offer the existing Delta and PMI dental plans.
- 6.2.2 Delta Dental Plan: For the period January 1, ~~2008 2009~~, through December 31, ~~2008 2009~~, the District will pay the full super-composite premium for this plan for eligible employees and dependents based on the premium rate(s) in effect for this plan during this period.
- 6.2.3 PMI Dental Plan: For the period January 1, ~~2008 2009~~, through December 31, ~~2008 2009~~, the District will pay the full super-composite premium for this plan for eligible employees and dependents based on the premium rate(s) in effect for this plan during this period.
- 6.2.4 Eligible bargaining unit employees must select one of the above listed dental plans.
- 6.3 Vision Care Coverage for January 1, 2008 2009- December 31, 2008 2009
- 6.3.1 The District will continue the current LARISA VSP Vision Plan B for eligible employees and dependents.
- 6.3.2 For the period January 1, ~~2008 2009~~, through December 31, ~~2008 2009~~, the District will pay the full super-composite premium for the VSP Vision Plan B for eligible employees and dependents based upon the premium rate(s) in effect for this plan during this period.
- 6.4 Life Insurance Coverage for January 1, 2008 2009, - December 31, 2008 2009
- 6.4.1 All eligible bargaining unit employees will be covered by a District-paid life insurance policy in the amount of \$40,000 ~~\$50,000~~. 000217

- 6.4.2 For the period January 1, ~~2008~~ 2009, through December 31, ~~2008~~ 2009, the District will pay the full premium for this policy based on the premium rate(s) in effect for this policy during this period.
- 6.5 If an eligible employee selects medical or dental plans that are lesser in cost than District-paid plans with higher premiums, he/she shall not receive any additional benefits, services or compensation from the District.
- 6.6 Any benefits or services offered through the above plans that are reduced or eliminated by carriers shall not require the District to provide supplementary or other plans during the period of this agreement.
- 6.7 Unit employees assigned eighty-eight (88) hours or more per month shall be eligible for the above District-paid health and welfare benefits subject to enrollment eligibility requirements for such plans.
- 6.8 Retiree Medical Coverage for January 1, 2008 2009– December 31, 2008 2009
 - 6.8.1 For the period January 1, ~~2008~~ 2009, through December 31, ~~2008~~ 2009, eligible bargaining unit employees who retire from the District can participate in the PERS Medical and Hospital Insurance Program for retirees and eligible dependents as implemented by the District. The District shall contribute the Base District Contribution amount as provided in Article 6.1.2 toward the plan selected by the retiree. Each year the contribution by the District shall equal the amount allocated for the Base District Contribution – Medical Plan for active eligible bargaining unit employees as provided in Article 6.1.2. Should the District receive any unanticipated increase in general purpose funds beyond the amount appropriated in the approved State's ~~2007-2008~~ 2008-2009 budget for community colleges, and such additional funds are sufficient, the District will meet with CSEA to negotiate an agreed upon increase in this contribution amount. The effective date of any such increase would be established in accordance with the CalPERS Health Benefits Program's administrative regulations/procedures.
 - 6.8.2 Bargaining unit employees eligible for participation in this retiree medical program as retirees are those who were covered under District-paid medical plans at the time of their retirement from the District and become annuitants as defined by the Public Employees' Retirement Systems or State Teachers' Retirement System.
- 6.9 Retiree Dental Coverage for January 1, 2008 2009- December 31, 2008 2009
 - 6.9.1 For the period January 1, ~~2008~~ 2009, through December 31, ~~2008~~ 2009, eligible bargaining unit employees who have retired from the District are eligible to enroll in the current District dental plans. Retirees may enroll themselves, spouses, or other eligible dependents. Retirees shall be responsible for the entire insurance premium and any administrative fees required for participation in the dental plan selected.
- 6.10 Retiree Vision Coverage for January 1, 2008 2009- December 31, 2008 2009
 - 6.10.1 For the period January 1, ~~2008~~ 2009, through December 31, ~~2008~~ 2009, eligible bargaining unit employees who retire from the District are eligible to continue their vision coverage (District Vision Service Plan) by paying the full premium to the District.
 - 6.10.2 Bargaining unit employees eligible for participation in this retiree vision plan are those employees who are covered under the District-paid Vision Service Plan at the time of their retirement from the District and who retire on or after January 1, 1990.


It is understood that CSEA's proposal regarding the following item remains pending in 2008-2009 negotiations between CSEA and the District:

Article 6.8: Retiree Medical Coverage for January 1– December 31, 2009
 incorporating Article 6.1.2: Base District Contribution - Medical Plan.

The undersigned parties hereby certify that they have reached tentative agreement on the above item(s), and it is also understood that final agreement and implementation in the CSEA-District agreement remain subject to ratification by CSEA, Chapter #161 and approval by the District Board of Trustees.


 David Ward, Chief Negotiator
 CSEA, Chapter #161

10/27/08
 Date


 Daniel O'Rourke
 Acting Director of Human Resources

10/27/08
 Date

000218

**CERRITOS COLLEGE
MEMORANDUM**

TO: Board of Trustees
FROM: William C. Farmer, Jr., Acting President/Superintendent *WCF*
PREPARED BY: Daniel O'Rourke, Acting Director of Human Resources *DO*
DATE: November 12, 2008
SUBJECT: **Consideration of Approval of Health Insurance Benefits
Adjustments for Management Employees for the 2009 Calendar Year**

RECOMMENDATION

It is recommended that the Board of Trustees approve health insurance benefits adjustments for management employees for the 2009 calendar year as presented.

OVERVIEW

The administration has prepared a proposal for health insurance benefits adjustments for management employees for the 2009 calendar year.

ANALYSIS

The administration has prepared a recommendation regarding adjustments to health insurance benefits for management employees for the 2009 calendar year. The following adjustments are proposed:

1. **Medical Insurance**
 - (a) For management employees employed by the District on or before September 30, 2003, the District will contribute up to the medical insurance cap of the PERS Care Family Plan rate (\$1,814.46 per month - 12 months). Cap for cash-in-lieu will be based on the PERS Choice Family Plan rate (\$1,167.50 per month - 12 months).
 - (b) For management employees employed by the District effective beginning October 1, 2003 or after the District will contribute up to the medical insurance cap of the PERS Choice Family Plan rate (\$1,167.50 per month - 12 months). Cap for cash-in-lieu will be based on the PERS Choice Family Plan rate (\$1,167.50 per month - 12 months)
2. **Dental, Vision and Life Insurance**

The District will pay the full cost of premiums for the existing Dental (Family), Vision (Family), and Life Insurance (Employee) Plans.
3. **Excess Costs**

Any costs in excess of the maximum District contribution amount shall be paid by the employee through payroll deductions.

FINICIAL IMPLICATIONS

This is budgeted in the General Fund.

000219

**CERRITOS COLLEGE
MEMORANDUM**

TO: Board of Trustees
FROM: William C. Farmer, Jr., Acting President/Superintendent *WCF*
PREPARED BY: Daniel O'Rourke, Acting Director of Human Resources *DOF*
DATE: November 12, 2008
SUBJECT: **Consideration of Approval of Health Insurance Benefits
Adjustments for Confidential Employees for the 2009 Calendar Year**

RECOMMENDATION

It is recommended that the Board of Trustees approve health insurance benefits adjustments for confidential employees for the 2009 calendar year as presented.

OVERVIEW

The administration has prepared a proposal for health insurance benefits adjustments for confidential employees for the 2009 calendar year.

ANALYSIS

The administration has prepared a recommendation regarding adjustments to health insurance benefits for confidential employees for the 2009 calendar year. The following adjustments are proposed:

1. Medical Insurance

- (a) For confidential employees employed by the District on or before September 30, 2003, the District will contribute up to the medical insurance cap of the PERS Care Family Plan rate (\$1,814.46 per month - 12 months).
- (b) For confidential employees employed by the District effective beginning October 1, 2003 or after the District will contribute up to the medical insurance cap of the PERS Choice Family Plan rate (\$1,167.50 per month -12 months).
- (c) Confidential employees who are eligible for medical insurance and who provide evidence of major medical insurance coverage through a spouse or State registered qualified domestic partner shall be entitled to receive \$300.00 payable tenthly in lieu of medical benefits. Cash-in-lieu recipients must notify the District immediately if they lose their medical insurance. The employee shall be enrolled in a District plan of their choice subject to date of hire restrictions based on their hire date (and subject to any restrictions imposed by the carriers). Confidential employees will be paid a pro-rata of the cash-in-lieu amount for any portion of the year that the employee did not receive District medical benefits.

2. Dental, Vision and Life Insurance

The District will pay the full cost of premiums for the existing Dental (Family), Vision (Family), and Life Insurance (Employee) Plans.

3. Excess Costs

Any costs in excess of the maximum District contribution amount shall be paid by the employee through payroll deductions.

FINICIAL IMPLICATIONS

This is budgeted in the General Fund.

000220

CERRITOS COMMUNITY COLLEGE DISTRICT
MINUTES OF THE SPECIAL MEETING
OF THE BOARD OF TRUSTEES
NOVEMBER 15, 2008

- I. CALL TO ORDER The meeting was called to order at 8:30 a.m. by Mr. Arthur, the Board President. Those present were:
- Mr. Bob Arthur Dr. Ted Edmiston
Ms. Carmen Avalos Dr. Bob Hughlett
Dr. Tina Cho Mr. Tom Jackson
- Mr. Bob Epple and Jason Macias, Student Trustee were not present. Others present were the Acting President of the College and the Acting Director of Human Resources.
- II. PLEDGE OF ALLEGIANCE The flag salute was led by Mr. Arthur.
- III. PUBLIC PRESENTATIONS There were no public presentations.
- IV. STUDY SESSION A. The Board conducted interviews with three consultant firms for the Presidential Search.
- V. ADMINISTRATIVE MATTERS A. It was moved by Dr. Hughlett and seconded by Ms. Avalos to direct staff to negotiate a contract with Ralph Andersen & Associates and bring a recommendation to the Board at the December 10 Regular Board meeting. Mr. Arthur requested that the consultant meet with the Board to set the parameters for the search. The vote for approval was unanimous.
- B. Mr. Arthur opened discussion regarding the appointment of a community member to the Presidential search committee. After discussion it was moved by Dr. Hughlett and seconded by Mr. Arthur to appoint Jean McHatton, member of the Foundation Board and Director of Curriculum for the Whittier School District to the Presidential search committee. The vote for approval was unanimous.
- C. Mr. Arthur opened discussion regarding the appointment of Board members to the Presidential search committee. There was much discussion and interest in serving on the committee. Mr. Farmer explained that the Management Hiring Policy states that the Board President has the authority to appoint Board representatives. After discussion, Mr. Arthur selected Dr. Hughlett, Mr. Epple and himself. He thanked the Board members for their interest in serving on the committee.
- VI. ADJOURNMENT The Board adjourned the meeting at 1:51 p.m.
- VII. NEXT MEETING The next regular meeting of the Board of Trustees is scheduled for Wednesday, December 10, 2008 at 6:00 p.m.

Bob Arthur, President

Dr. Bob Hughlett, Secretary

000221

CERRITOS COMMUNITY COLLEGE DISTRICT
MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
DECEMBER 10, 2008

- I. CALL TO ORDER The meeting was called to order at 6:00 p.m. by Mr. Arthur, the Board President. Those present were Mr. Bob Arthur, Ms. Carmen Avalos, Dr. Tina Cho, Dr. Ted Edmiston, Mr. Bob Epple, Dr. Bob Hughlett, and Mr. Tom Jackson. Jason Macias, Student Trustee, was not present. Others present were the Acting President of the College, Interim Vice President of Academic Affairs, Interim Vice President of Business Services, Vice President of Student Services, Faculty Senate President and the CSEA President.
- II. PLEDGE OF ALLEGIANCE The flag salute was led by Mr. Arthur.
- III. APPROVAL OF MINUTES A. It was moved by Mr. Jackson and seconded by Dr. Edmiston to approve the minutes of the regular meeting of October 15, 2008. The vote for approval was unanimous.
- IV. INSTITUTIONAL PRESENTATIONS Employee of the Month A. Mr. Farmer presented David Roper with the Outstanding Classified Employee Award for the month of October 2008.
- Retirement B. The Board of Trustees presented Dodie O'Donnell with a retirement plaque acknowledging her years of dedicated service to Cerritos College.
- Cerritos College Athletic Programs C. Dr. Dan Smith, Instructional Dean of Health, Physical Education & Athletics, introduced the coaches and players of the Women's Water Polo Team, Women's Soccer Team and Men's Soccer Team. All three teams recently won their state championship games. The Board congratulated all of the players and coaches for their accomplishments throughout the season.
- V. PUBLIC PRESENTATIONS Ted Stolze Dr. Stolze, CCFF President, shared a handout that outlined a case study for a "Golden Handshake" opportunity. He added that CCFF leadership feels that substantial money could be save by exploring this avenue and asked for the Board's support.
- Larry Caballero On behalf of Assemblyman Tony Mendoza, Mr. Larry Caballero presented Mr. Arthur with a certificate of appreciation for his role as Board President in 2008.
- Erin Stibal On behalf of County Supervisor Don Knabe, Ms. Erin Stibal presented Mr. Arthur with a certificate of appreciation for his role as Board President in 2008.
- VI. ORGANIZATIONAL MEETING A. Election of Officers
Recognition of Service – Epple and Hughlett
President
Mr. Arthur acknowledged Mr. Epple and Dr. Hughlett for their dedication and support as Vice President and Secretary in 2008. He opened nominations for President of the Board of Trustees for 2009.
It was moved by Dr. Hughlett and seconded by Dr. Edmiston to nominate Mr. Epple to the office of President of the Board for 2009. It was moved by Dr. Hughlett and seconded by Dr. Edmiston to

close the nominations. The vote was unanimous to elect Mr. Epple as President of the Board of Trustees for 2009. On behalf of the Board, Mr. Epple recognized Mr. Arthur for his leadership as Board President during 2008.

Vice President

Mr. Arthur opened nominations for Vice President of the Board of Trustees for 2009. It was moved by Mr. Arthur and seconded by Dr. Edmiston to nominate Dr. Hughlett to the office of Vice President of the Board. It was moved by Mr. Arthur and seconded by Dr. Edmiston to close the nominations. The vote was unanimous to elect Dr. Hughlett as Vice President of the Board of Trustees for 2009.

Secretary

Mr. Arthur opened nominations for Secretary of the Board of Trustees for 2009. It was moved by Dr. Hughlett and seconded by Dr. Cho to nominate Ms. Avalos to the office of Secretary of the Board. It was moved by Dr. Hughlett and seconded by Dr. Cho to close the nominations. The vote was unanimous to elect Ms. Avalos as Secretary of the Board of Trustees for 2009.

B. Regular Meeting Dates

It was moved by Mr. Arthur and seconded by Dr. Edmiston to approve the regular meeting dates for 2009, as attached. It was noted that the June 13th Board meeting may be rescheduled in the future. The vote for approval as amended was unanimous.

C. Election of Annual Representative to the Los Angeles County School Trustees Association for 2009

It was moved by Mr. Arthur and seconded by Dr. Edmiston to nominate Ms. Avalos as the representative to the Los Angeles County School Trustees Association for 2009. The vote was unanimous.

VII. CONSENT AGENDA

It was moved by Mr. Arthur and seconded by Mr. Jackson to approve the consent agenda and addendum. Board members requested that Item VII.A and VII.B be held for separate consideration. The vote for approval was unanimous.

A. It was moved by Mr. Arthur and seconded by Dr. Edmiston to approve a Board Member Compensation Increase, as attached. Dr. Hughlett moved to amend the motion so that the 5% increase in compensation of individual Board Members shall be effective the first day of the month following successful completion of 2008-09 compensation negotiations with all employee groups. Mr. Arthur seconded the motion. After much discussion, the vote was 6-0-1; Dr. Edmiston abstained. The vote to approve Item A as amended was 6-0-1; Dr. Edmiston abstained.

B. It was moved by Mr. Arthur and seconded by Mr. Jackson to provide compensation to Board Member Epple for his absence from the November 15 Board meeting. The motion passed with 6-0-1 vote; Mr. Epple abstained.

- C. Accepted gifts with letters of thanks to the following:
- Center drills, drills, reamers, endmills
Donated by: Kyle Shadrick
 Absolute Technologies, Inc.
 23865 Via Del Rio
 Yorba Linda, CA 92887
 - Bead Blaster
Donated by: Jim Locke
 Snap-On Industrial
 2801 80th Street
 Kenosha, WI 53141-1410
- D. Approved New Degree Offering, as attached.
- E. Approved Donation of Vehicle for Instructional Purposes to Valley High School, as attached.
- F. Approved Sale of Surplus and Obsolete Materials/Equipment, as attached.
- G. Approved Amendment of the Career Technical Education (CTE) Teacher Preparation Pipeline Grant Faculty Stipends, as attached.
- H. Approved Stipends for the Capacity Building and Enrollment Growth and Retention for Registered Nursing Programs Grants Fall 2008, as attached.
- I. Approved Bid Awards, as attached.
- J. Approved Notice of Completion for Bid #0708-10, Swing Space at Tech Ed, as attached.
- K. Approved Resolution No. 08-11 Authorizing Board Members and Certain Employees of the Cerritos Community College District to Sign Documents for the Period January 1, 2009 through December 31, 2009, as attached.
- L. Approved Resolution No. 08-12 Authorizing Board Members and Certain Employees of the Cerritos Community College District to Approve Documents in the LACOE Financial System for the Period January 1, 2009 through December 31, 2009, as attached.
- M. Approved Budget Extensions and Budget Transfers, as attached.
- N. Approved Contracts as follows:
- Agreements
NEW
1. Meitetsu Travel USA Corp.
 Japanese Student Tour
 Health Occupations
For the Health Occupations Division to provide two hours of instruction regarding the American Health Care System and a skills lab tour for up to 50 Japanese students on December 17, 2008. Meitetsu Travel USA Corp. will pay \$600 to cover stipends for faculty presenters and miscellaneous supplies and will provide two (2) translators.

000224

2. Mental Health of America Los Angeles
Mental Health Worker Certificate Program
Humanities/Social Sciences
To offer fieldwork experience for the students enrolled in the Mental Health Worker Certificate Program. For period January 1, 2009 through January 1, 2011. No cost to the District.

Consultant

NEW

3. Ralph Andersen & Associates
Recruitment and Selection Process for a
President/Superintendent
Human Resources
To provide professional consulting services for the recruitment and selection process for a President/Superintendent. For period December 11, 2008 until the selection and recruitment process is complete. Total cost will be \$27,950.00 plus reimbursable expenses not-to-exceed \$12,000.00 for a total not-to-exceed amount of \$39,950.00 with funding from the Board of Trustees general fund account.

Medical

AMENDMENT

4. Torrance Memorial Medical Center
Physical Therapist Assistant Program
Health Occupations
To affirm that the physical therapist assistant program will maintain student records verifying evidence of Varicella titer; Hepatitis-B and MMR vaccinations; evidence of annual TB screening; current influenza vaccine or a signed declination statement; and verification of American Heart Association BLS CPR card. In addition, the student(s) will successfully complete a Medical Center age-specific exam, infection control exam, and the Patient Safety Education exam. The agreement is through May 10, 2011. No cost to the District.

NEW

5. Long Beach Medical Center dba Miller's Children's Hospital
Physical Therapist and Speech Language Pathology Assistant
Programs
Health Occupations
To provide clinical/practicum experiences for students enrolled in the physical therapist and speech language pathology assistant programs. For period October 1, 2008 through September 30, 2013. No cost to the District.
6. University of California, Irvine – College of Health Sciences
Clinical Experience
Student Health Services
To provide clinical experiences to students enrolled in the Nursing Science programs. For period December 11, 2008 through June 30, 2009. No cost to the District.

RENEWAL

7. Kaiser Foundation Hospital
Nursing, Medical Assisting, Emergency Medical Technician,
Pharmacy Technician, Speech Language Pathology and
Physical Therapist Assistant Programs

000225

Health Occupations

To continue to provide clinical/practicum experiences for the students enrolled in the above named programs. For period January 1, 2009 through January 29, 2010. No cost to the District.

8. San Antonio Community Hospital
Physical Therapist Assistant Program
Health Occupations

To continue to provide clinical/practicum experiences for the students enrolled in the physical therapist assistant program. For period December 1, 2008 through December 1, 2009. No cost to the District.

Services

NEW

9. Lexis Nexis
Student Passwords
Business Education

To provide student passwords to the paralegal department for online research through Lexis Nexis. Students will be able to research, download and print materials from Lexis Nexis. For period November 7, 2008 through May 31, 2009. Total cost will be an amount not-to-exceed \$4,000.00 with funding from the Business Education division.

Services

RENEWAL

10. Boeing Corporation
US Air Force Mentor-Protégé Project
CITE

To deliver services under the US Air Force Mentor-Protégé Project. For period December 11, 2008 through November 30, 2009. The District will receive \$400,000.00 from the Air Force through Boeing.

Training

AMENDMENT

11. Exact Software ERP/NA, LLC
JobBOSS Software Training
CITE

To provide an additional 5-day JobBOSS software training in support of Boeing's Mentor-Protégé project. For period December 11, 2008 through June 30, 2010. Total cost is not-to-exceed \$27,500.00 with funding provided by a contract with Boeing.

12. International Standards Authority, Inc. (ISA)
AS91000 Certification Training
CITE

To add the provision of a 1-day AS91000 Certification training in support of Boeing's Mentor-Protégé project. For period December 11, 2008 through December 31, 2009. Total cost is not-to-exceed \$7,500.00 with funding provided by a contract with Boeing.

NEW

13. CG Tech
VERICUT Training
CITE

To provide a 3-day VERICUT software training in support of Boeing's Mentor-Protégé project. For period December 11, 2008 through December 31, 2009. Total cost is not-to-exceed \$8,500.00 with funding provided by a contract with Boeing.

14. Det Norske Veritas Certification, Inc. (DNV)
IS91000 Quality Training
CITE
To provide a 3-day IS91000 Quality Training in support of Boeing's Mentor-Protégé project. For period December 11, 2008 through December 31, 2009. Total cost is not-to-exceed \$6,500.00 with funding provided by a contract with Boeing.
15. The Paton Group
CAD Training
CITE
To provide a 2-day CAD Training in 5 Axis Machining in support of Boeing's Mentor-Protégé project. For period December 11, 2008 through December 31, 2009. Total cost is not-to-exceed \$5,000.00 with funding provided by a contract with Boeing.
16. Ralphs Grocery Company
Spanish Language Training
CITE
To provide a 60-hour customized Spanish Language training for store managers at the Riverside facility. For period January 1, 2009 through December 31, 2009. The District will receive \$165.00 per hour for instruction and teaching materials. This is a financially self-supporting program with no cost to the District.
17. Schenk Intertech
Tooling Training
CITE
To provide a 2-day training in Tooling in support of Boeing's Mentor-Protégé project. For period December 11, 2008 through December 31, 2009. Total cost is not-to-exceed \$4,500.00 with funding provided by a contract with Boeing.
- RENEWAL**
18. Hexagon Metrology
PC-DMIS Software Training
CITE
To provide a 5-day PC-DMIS Software Training in support of Boeing's Mentor Protégé project. For period December 11, 2008 through December 31, 2009. Total cost is not-to-exceed \$15,000.00 with funding provided by the US Air Force through a contract with The Boeing Company.
19. INCAT
CATIA and Unigraphics CAD Training
CITE
To provide a 4-day software training in support of Boeing's Mentor Protégé project. The service will include software training on the operation of CATIA and Unigraphics CAD programs. For period December 11, 2008 through December 31, 2009. Total cost is not-to-exceed \$10,000.00 with funding provided by the US Air Force through a contract with The Boeing Company.
20. RAND Corp.
CATIA Training
CITE
To provide a 5-day CATIA Training in support of Boeing's Mentor Protégé project. For period December 11, 2008 through December 31, 2009. Total cost is not-to-exceed \$15,000.00 with funding provided by the US Air Force through a contract with The Boeing Company.

21. Siemens PLM Software (UGS)

Unigraphics CAD Training

CITE

To provide a 5-day software training in support of Boeing's Mentor Protégé project. The service will include software training on the operation of Unigraphics CAD program. For period December 11, 2008 through December 31, 2009. Total cost is not-to-exceed \$4,500.00 with funding provided by the US Air Force through a contract with The Boeing Company.

22. VERISURF Software

VERISURF Software Training

CITE

To provide a 3-day VERISURF software training in support of Boeing's Mentor Protégé project. The service will include VERISURF software training on how to optimize tool paths for machining applications and inspection methodologies. For period December 11, 2008 through December 31, 2009. Total cost is not-to-exceed \$12,000.00 with funding provided by the US Air Force through a contract with The Boeing Company.

O. Approved and/or Ratified Resignation(s) Accepted by the President/Superintendent, as follows:

Dr. Randy W. Peebles, Instructional Dean, Technology, effective November 30, 2008

P. Approved Unpaid Leave of Absence, as follows:

Christina Fernandez, Photography Instructor (Fine Arts & Communications), effective January 12, 2009 through May 22, 2009

Ayako Abelon, Coordinator of Media Relations (Public Affairs), effective January 2, 2009 through January 11, 2009

Added by Addendum:

Kimberley Duff, Psychology Instructor (Humanities/Social Sciences), effective January 12, 2009 through May 22, 2009

Q. Approved Employment of Temporary and/or Substitute Hourly Faculty Personnel, as needed for 2008-2009 Academic Year, as attached.

R. Approved and/or Ratified Employment of Classified, Short-Term, Substitute, and/or Student Hourly Personnel, as attached.

Added by Addendum:

Floor Maintenance Custodian @26-1 (\$3,020.00 per month) effective January 5, 2009: Jaime Casillas (Facilities)

Secretary Clerk @27-5 (\$3,707.00 per month) effective December 15, 2008: Michelle Kingston (Information Technology)

VIII. ADMINISTRATIVE MATTERS

A. As information, the Board book contained College Coordinating Committee Minutes for November 3, 2008.

- B. It was moved by Mr. Arthur and seconded by Dr. Hughlett to adopt Board Policy 3505 – Emergency Response Plan, Board Policy 5800 – Prevention of Identity Theft in Student Financial Transactions and Board Policy 6450 – Wireless or Cellular Phone Use, attached. The vote for approval was unanimous.
- C. It was moved by Mr. Arthur and seconded by Dr. Hughlett to adopt the First Portion of Board Policies – Chapter 7 (Human Resources). The vote for approval was unanimous.

IX. REPORTS

- A. Board of Trustees

Mr. Jackson stated that the Nursing Pinning Ceremony was a rewarding evening and a well-done affair.

Dr. Hughlett stated that the K-12 Partners in Education breakfast was a successful event and it was beneficial to hear from educational partners during this difficult budget time.

Mr. Epple reminded the Board that a special Board meeting will be held on December 16 at 6:00 p.m.
- B. Faculty and Staff Leadership

Dr. Reece indicated that it has been a nice evening full of celebrations and he congratulated the new Board officers.

Ms. Laughon indicated that CSEA has elected new officers and she will remain President in 2009. She added that they are discussing the classification and compensation study. She congratulated Ms. O'Donnell on her retirement and invited the Board to the CSEA Holiday Fiesta on December 16 at 11:30 a.m.
- C. Acting President/Superintendent and Vice Presidents

Mr. Farmer distributed a written report of activities on campus. He thanked Mr. Arthur for his leadership in 2008. He indicated that Mr. Macias was absent from the meeting due to upcoming finals and reminded the Board that the ASCC Banquet will take place on December 12 at 7:00 p.m. He indicated that the High School Counselors conference was successful. He thanked Shirley Arceo and Renée DeLong Chomiak for their hard work. He also informed the Board that the Child Development Center received a grant award of \$245,267 and was recognized as an "Outdoor Classroom Demonstration Site" by the Outdoor Classroom Project. He concluded by stating that Spring enrollment is up about 4% at this time.

Dr. Brock stated that it is great to honor the students for their accomplishment. She added that she and Mr. Farmer are looking closely at enrollment figures.

X. CLOSED SESSION

The Board adjourned to closed session at 7:41 p.m.

XI. RECONVENE

The Board reconvened at 9:17 p.m.

Read Out

Mr. Arthur reported that in closed session the Board of Trustees approved the employment of Jannet Malig in the temporary 100% categorically funded position of Director of Advanced Transportation Technologies Project on Grade 12, Step 2 of the Management Salary Schedule (\$7,258.00 per month), effective January 5, 2009, for a period not to exceed June 30, 2009. Employment is pursuant to the provisions of Education Code Section 87470 with continued employment contingent on funding of this position under the Advanced Transportation Technologies and Energy Grant project. The vote for approval was unanimous.

Read Out


Dr. Hughlett reported that in closed session the Board of Trustees approved the employment of Steven Berklite as Interim Instructional Dean of Technology Division on Grade 5, Step 5 of the Management Salary Schedule (\$10,013 per month) effective January 3, 2009, for a period not to exceed January 2, 2010. The vote for approval was unanimous.

XII. ADJOURNMENT

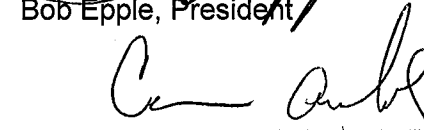
The meeting was adjourned at 9:18 p.m.

XIII. NEXT REGULAR MEETING

The next regular meeting of the Board of Trustees is scheduled for Wednesday, January 21, 2009 at 6:00 p.m.



Bob Epple, President



Carmen Avalos, Secretary

CERRITOS COLLEGE

TO: Board of Trustees
FROM: William C. Farmer, Jr., Acting President/Superintendent *WCF*
DATE: December 10, 2008
SUBJECT: **Consideration of Regular and Study Session Meeting Dates of the Cerritos Community College District Board of Trustees**

RECOMMENDATION

It is recommended that the dates listed below be approved for the 2009 regular Board meetings.

OVERVIEW

Education Code Section 72002 requires every community college board to hold monthly meetings at such times as may be provided in the rules and regulations adopted by them. Meetings are scheduled to start at 6:00 p.m. unless otherwise noted.

ANALYSIS

The following dates for regular and study session meetings are suggested for 2009:

January 14, 2009+	April 1, 2009 [△]	June 17, 2009	October 21, 2009
January 21, 2009	April 15, 2009	July 15, 2009	November 4, 2009
February 4, 2009	May 6, 2009	August 19, 2009	December 9, 2009
February 18, 2009	May 20, 2009	September 2, 2009	
March 4, 2009	June 3, 2009	September 16, 2009	
March 18, 2009	June 13, 2009 [◆]	October 7, 2009	

+ Study Session for Legislative Planning and Outreach (Time to be announced)

[△] Study Session (Time and subject to be announced)

[◆] Study Session for President's Evaluation and Board Self-Evaluation (8:30 a.m.)

FINANCIAL IMPLICATIONS

No financial implication.

CERRITOS COLLEGE

TO: Board of Trustees
FROM: William C. Farmer, Jr., Acting President/Superintendent *WCF*
DATE: December 10, 2008
SUBJECT: Consideration of Approval of Board Member Compensation Increase

RECOMMENDATION

It is recommended that the Board of Trustees approve a 5% increase of the compensation of individual Board Members effective January 1, 2009 based on the present \$486.20 monthly rate of compensation.

OVERVIEW

Education Code section 35120(e) authorizes the Governing Board, on an annual basis, to increase the compensation of individual Board Members in an amount not to exceed 5% based on the present monthly rate of compensation. Any increase shall be effective upon approval by the Governing Board. The Board may consider additional annual increases of 5% on an annual basis.

ANALYSIS

In July 2008, the Board authorized a 5% compensation increase which amounted to a monthly compensation of \$486.20. The fiscal impact of a positive vote will result in a 5% increase to the annual compensation of individual Board members ($\$486.20 \times .05 = \24.31 ; $\$486.20 + \$24.31 = \$510.51$ total monthly compensation).

FINANCIAL IMPLICATIONS

The annual cost of the increase is \$2,333.76 which will come from the General Fund.

CERRITOS COLLEGE

TO: Board of Trustees

FROM: William Farmer Jr., Acting President/Superintendent *WCF*

PREPARED BY: Dr. Marilyn Brock, Interim Vice President of Academic Affairs/Assistant Superintendent *MB*

DATE: December 10, 2008

SUBJECT: Consideration of Approval of New Degree Offering

RECOMMENDATION

That the Board of Trustees approve the new degree offering as presented.

OVERVIEW

The attached new degree needs approval by the Board of Trustees before the degree can be offered.

ANALYSIS

The degree was approved at the Curriculum Committee meeting held on November 13, 2008.

FINANCIAL IMPLICATIONS

None

Attachment

Liberal Arts and Science Degree

The Curriculum Committee and the Vice President of Instruction were notified in spring 2008 that our current Liberal Arts and Science Degree was no longer compliant with revised Title 5 Regulations relating to Associate in Arts degrees. Specifically, it did not designate a cohesive major or utilize areas of emphasis. The resulting decision of the Committee and Vice President was to delete the current Liberal Arts and Science Associate in Arts Degree from the 2008-2009 Catalog, and revise the degree to meet regulations.

During the last year, a subcommittee of the Curriculum Committee was formed to review and revise the degree. Additional faculty and Deans were also invited to attend these open meetings. The effort, led by Rich Cameron, Co-Chair of the Curriculum Committee, has now culminated in the degree before you. It was awarded a unanimous supportive vote at the November 13th Curriculum Committee Meeting. The areas of emphasis were carefully selected to maintain all elements that were appealing to students with the old degree. Considerable choice is the hallmark of the new degree which students will appreciate.

The Curriculum Committee respectfully requests that you approve this revised degree so that it may be advanced to the Chancellors Office for approval allowing the College to offer it in Fall 2009.

Liberal Arts and Sciences

In order to qualify for an A.A. degree in Liberal Arts and Sciences, the following requirements must be met:

1. Completion of the A.A. degree general education and proficiency requirements;
2. Completion of a minimum of 60 degree-applicable units;
3. Completion of at least one area of emphasis among the following:
 - Art and Culture
 - Communication and Critical Thinking
 - Culture and Society
 - Earth and Space Sciences
 - Historical Perspectives
 - Literature and Language
 - Media Studies
 - Self-Development and Social Behavior
 - Social and Behavioral Sciences
 - Visual Communication
4. Courses may be used to satisfy both a general education requirement and a major or area of emphasis requirement. Whether it may be counted again for a different degree requirement is up to each institution.
5. Repeatable courses may be counted toward an area of emphasis only once.
6. Courses that appear in more than one section of an area of emphasis may be applied only once in meeting the requirements for that area of emphasis.

ART AND CULTURE

Students will begin with an overview of world art history, focusing on patterns within patterns within development of human cultural production. They will take a series of courses designed to introduce them to both Western and Non-Western artistic traditions in the visual, literary, and performing arts. They will complete their studies with advanced courses aimed at developing critical analytical skills as they relate to issues of identity and politics within the arts. Finally, they will choose from electives to broaden their understanding to art and culture today.

Section One — Required courses

ART 100	Introduction to World Art	3
HUM 100	The Art of Being Human	3
ART 108	Black Images in Popular Culture	3
or HUM 108	Black Images in Pop Culture	(3)
or ART 109	Gender and Sexuality in Art	(3)
or HUM 109	Gender and Sexuality in Art	(3)

Section Two — Western Art History

Choose 3 units from the following courses:

ART 101	Art History 1: Prehistory to Gothic	3
ART 102	Art History 2: Renaissance to Rococo	3
ART 103	Art History 3: Neoclassical to Present	3

Section Three — Non-Western Art History

Select 3 units from the following courses:

ART 104	African Art History	3
ART 105A	The Arts of Latin America and the Caribbean: Pre-Columbian	3
ART 105B	The Arts of Latin America and the Caribbean: Colonial to Present	3
ART 107	Asian Art	3

Section Four — Literary and Performing Arts

Select 3 units from the following courses:

ENGL 232	Readings in Poetry	3
ENGL 235	Readings in the Drama	3
MUS 100	Music Appreciation	3
MUS 101	World Music	3
TH 159	World Film	3

Section Five — Art and Culture Electives

Select 3 units from the following courses:

ARCH 112	History of Architecture	3	†
DANC 100	Dance Appreciation	3	
DANC 101	History of Dance	3	
SPCH 140	Oral Interpretation	3	
SPCH 145	Storytelling	3	
SPCH 240	Oral Interpretation: Reader's Theater	3	
TH 101	Introduction to Theater	3	
TH 104	History and Appreciation of Musical Theater	3	
TH 110	Introduction to Acting	3	

† UC credit limits may apply. Please see list of UC transferable courses in ASSIST (<http://www.assist.org>) or a counselor for explanation.

Total Units Arts and Culture Area of Emphasis

18

000236

COMMUNICATION AND CRITICAL THINKING

The Communication and Critical Thinking Area of Emphasis is designed to give the student both foundational and proficient knowledge and skill to communicate effectively in today's world. Students will apply principles of language for clear, concise expression, and logical thought. The emphasis begins with courses in oral communication, reading, and as written communication. The next level of courses uses these communication methods to express complex concepts and critical opinions in the education as well as the vocational setting. This emphasis may lead students to more advanced degrees in English, Communication Studies, teaching, and other related areas.

Courses that appear in more than one section of an area of emphasis may be applied only once in meeting the requirements for that area of emphasis.

Section 1 — Communication Courses

Select 6 units from the following courses:

SPCH 100	Fundamentals of Oral Communication	3	†
or SPCH 130	Fundamentals of Speaking	(3)	
SPCH 110	Intercultural Communication	3	
or SPCH 150	Organizational Communication	(3)	

Section 2 — Critical Thinking Courses

Select 3 units from the following courses:

ENGL 101	Critical Thinking Through Literature	3
ENGL 103	Critical and Argumentative Writing	3
PHIL 103	Philosophical Reasoning – Critical Thinking in Philosophy	3
PHIL 106	Introduction to Logic	3
PSYC 103	Critical Thinking in Psychology	3
READ 200	Analysis and Critical Thinking	3
SPCH 235	Fundamentals of Argumentation and Persuasion	3
INST 100	Principles of Problem Solving	3

Section 3 — Additional Courses

Select at least 9 additional units from at least two disciplines from the following courses:

CG 150	Dynamics of Leadership	3	
CG 200	Success in College and Career	3	
ENGL 101	Critical Thinking Through Literature	3	
ENGL 103	Critical and Argumentative Writing	3	
INST 100	Principles of Problem Solving	3	
LIB 100	Introduction to Library Resources	1	
PHIL 103	Philosophical Reasoning – Critical Thinking in Philosophy	3	
PHIL 106	Introduction to Logic	3	
PSYC 103	Critical Thinking in Psychology	3	
PSYC 220	Research Methods	3	
READ 200	Analysis and Critical Thinking	3	
SOC 205	Introduction to Social Science Research	3	
SPCH 100	Fundamentals of Oral Communication	3	†
SPCH 110	Intercultural Communication	3	
SPCH 130	Fundamentals of Speaking	3	
SPCH 150	Organizational Communication	3	
SPCH 235	Fundamentals of Argumentation and Persuasion	3	
SPCH 236	Forensics for One Tournament	1	
SPCH 237	Forensics for Two Tournaments	1	
SPCH 238	Forensics for Three Tournaments	1	
SPCH 239	Forensic Workshop	2	

† UC credit limits may apply. Please see list of UC transferable courses in ASSIST (<http://www.assist.org>) or a counselor for explanation.

CULTURE AND SOCIETY

Courses in culture and society are an inter-disciplinary activity, developing a global perspective of how western and non-western societies interconnect and interact, and the dynamics of cultural change. Students will develop a critical framework for a better understanding of diverse cultural and historic identities in societal contexts through the study of history, language, literature, sociology, art and art history, and other humanities and social sciences.

Select at least 6 units from Section 1, at least 6 units from Section 2, at least 6 units from Section 3, and at least 3 units from Section 4 for a total of 21 units.

Courses that appear in more than one section of an area of emphasis may be applied only once in meeting the requirements for that area of emphasis.

Section 1 — World Societies

Select 6 units total from at least two disciplines:

ANTH 100	Cultural Anthropology	3
ANTH 170	Introduction to Language and Culture	3
ANTH 200	Native Peoples of North America	3
ANTH 201	Native Peoples of California	3
GEOG 102	Natural and Cultural Geography	3
HIST 120	History of California	3
HIST 204	Women in American History	3
or WS 204	Women in American History	(3)
HIST 210	History of the United States in the Post World War II Era (1945-Present)	3
HUM 100	the Art of Being Human	3
PHIL 104	Philosophy of Cultural Diversity: Challenge and Change	3
PHIL 200	World Religions	3
PHIL 201	Introduction to Twentieth Century Philosophy	3
SOC 101	Introductory Sociology Principles	3
SOC 201	Social Problems	3
SOC 215	Sociology of Cultural Diversity: Challenge and Change	3
SPAN 206	Hispanic Literature in the Media	3
SPAN 210	Highlights of Hispanic Culture	3
SPCH 110	Intercultural Communication	3
WS 102	Women and Religion	3

Section 2 — The Arts

Select 6 units total from at least two disciplines:

ARCH 112	History of Architecture	3	†
ART 100	Art History I: Pre-History to Gothic	3	
ART 101	Art History 2: Renaissance to Rococo	3	
ART 102	Art History 3: Neo-Classical to Present	3	
ART 103	Modern and Contemporary Appreciation	3	
ART 104	African Art History	3	
ART 105A	The Arts of Latin America and the Caribbean: Pre-Columbian	3	
ART 105B	The Arts of Latin America and the Caribbean: Colonial to Present	3	
ART 107	Asian Art History	3	
ENGL 228	Shakespeare's Plays	3	
ENGL 235	Readings in the Drama	3	
MUS 101	Introduction to World Music	3	
MUS 102	Latino Music	3	
DANC 101	History of Dance	3	
DANC 181	Introduction to Dance Cultures of the World	3	

000239

TH 102	History of the Classical Theatre	3	
TH 103	History of the Modern Theatre	3	
TH 159	World Film	3	

Section 3 — World History and Political Institutions

Select 6 units total from at least two disciplines:

HIST 101	American History and Constitution	3	†
HIST 102	Political Social History of the U.S.: 1500s to 1876	3	†
HIST 103	Political and Social History of the U.S.: 1877 to Present	3	†
HIST 110	African-American History	3	
HIST 120	History of California	3	
HIST 204	Women in American History	3	
or WS 204	Women in American History	(3)	
HIST 210	History of the United States Post WWII: 1945 to Present	3	†
HIST 220	History of the Americas	3	
HIST 221	History of the Americas	3	
HIST 230	History of Mexico	3	
HIST 235	History of Latin America	3	
HIST 241	Western Civilization	3	
HIST 242	Western Civilization	3	
HIST 245	World Civilization From Antiquity to 1500	3	
HIST 246	World Civilization From 1500 to the Present	3	
HIST 250	History of England, Great Britain and the Commonwealth	3	
HIST 255	History of Russia and the Soviet Union	3	
HIST 260	Survey of the History of Asia	3	
HIST 265	Selected Problems in Contemporary Asian History	3	
JOUR 100	Mass Communications and Society	3	
POL 101	American Political Institutions	3	†
POL 201	Introduction to Political Science and American Government	3	†
POL 210	International Relations	3	
POL 220	Comparative Government	3	
POL 230	Contemporary Political Issues: Middle East	3	
SPAN 206	Hispanic Literature in the Media	3	

Section 4 — World Literatures

Select 3 units from the following courses:

ENGL 221a	Literature in the Bible: Hebrew Scriptures	3	
ENGL 221b	Literature in the Bible: Christian Scriptures	3	
ENGL 223	Chicana/O Literature	3	
ENGL 224	Native American Literature	3	
ENGL 225	Mexican Literature in Translation	3	
ENGL 226	African American Literature	3	
ENGL 236	Studies in Women's Literature	3	
ENGL 237	Asian American Literature	3	
ENGL 238	Classical Islamic Literature	3	
ENGL 246a	Survey of English Literature	3	
ENGL 246b	Survey of English Literature	3	
ENGL 248a	Masterpieces of World Literature	3	
ENGL 248b	Masterpieces of World Literature	3	
SPAN 206	Hispanic Literature in the Media	3	

Total Units Culture and Society Area of Emphasis

21

† UC credit limits may apply. HIST 101, 101LC, 102, 102LC and 103 are combined: maximum credit, two courses.
HIST 103 and 210 combined: maximum credit, one course. Please see list of UC transferable courses in ASSIST
(<http://www.assist.org>) or a counselor for explanation.

EARTH AND SPACE SCIENCES

These courses emphasize the study of our home planet and its place in the universe, both present and past. Students will examine, explore, and synthesize theories relating to the origin and evolution of Earth, our solar system, and the universe in lecture and laboratory environments.

Complete at least seven units, including at least one laboratory from Section A; at least seven units, including one laboratory from Section B; at least three units from Section C; and additional units from any of the sections below for a combined total of 18.

Section A — Courses in Astronomy

Choose at least 7 units, including one laboratory, from the following courses:

ASTR 102	Introductory Astronomy: Stars and the Universe	3	†
ASTR 103	Introductory Astronomy: The Solar System	3	†
ASTR 105L	Observational Astronomy (lab)	1	
ASTR 106	History of Astronomy	3	

† UC credit limits may apply. ASTR 102 and ASTR 103 are combined: maximum credit, one course. No credit for ASTR 102 or ASTR 103 if taken after ASTR 101.

Section B — Courses in Earth Sciences

Choose at least 7 units, including one laboratory, from the following courses:

ESCI 101	Physical Ecology	3	
ESCI 102	Physical Ecology Field Laboratory (lab)	1	
ESCI 104	Oceanography	3	
ESCI 104L	Oceanography Laboratory (lab)	1	
ESCI 106	Weather and Climate	3	
GEOG 101	Physical Geography	3	
GEOG 101L	Physical Geography Laboratory (lab)	1	
GEOL 103	Environmental Geography	3	
GEOL 101	Physical Geology (includes lab)	4	†

† GEOL 101 meets the laboratory requirement for Section B.

Section C — Courses in Astronomy and Earth Sciences

Choose at least 3 units from the following courses:

ASTR 104	Life in the Universe	3	
GEOL 201	Earth History	4	
GEOL 204	Geology of the Western National Parks and Monuments	3	
GEOL 207	Paleontology, Life of the Past	4	
GEOL 209	Natural Disasters	3	

Total Minimum Units Earth and Sciences Area of Emphasis 18

HISTORICAL PERSPECTIVES

The Historical Perspectives area of emphasis gives the students a broad range look at various aspects of history. The courses include history of this region, state, and country; this world, and history of the arts and sciences.

Section 1 — American History

Select at least 6 units from the following courses:

ANTH 200	Native Peoples of North America	3	
ANTH 201	Native Peoples of California	3	
HIST 101	American History and Constitution	3	†
HIST 102	Political and Social History of the United States: 1500s to 1876	3	†
HIST 103	Political and Social History of the United States: 1877 to Present	3	†
HIST 110	African-American History	3	
HIST 120	History of California	3	
HIST 204	Women in American History	3	
or WS 204	Women in American History	(3)	
HIST 210	History of the United States in the Post World War II Era	3	†

† UC credit limits may apply. HIST 101, 101LC, 102, 102LC and 103 are combined: maximum credit, two courses. HIST 103 and 210 combined: maximum credit, one course. Please see list of UC transferable courses in ASSIST (<http://www.assist.org>) or a counselor for explanation.

Section 2 — World and Ethnic History

Select at least 6 units from the following courses:

ANTH 202	The Maya, Inca and Aztecs: Ancient Civilizations of The Americas	3	
HIST 220	History of the Americas	3	
or HIST 221	History of the Americas	(3)	
HIST 230	History of Mexico	3	
or HIST 235	History of Latin America	(3)	
HIST 241	Western Civilization	3	
or HIST 242	Western Civilization	(3)	
or HIST 245	World Civilization from Antiquity to 1500	(3)	
or HIST 246	World Civilization from 1500 to Present	(3)	
HIST 250	History of England, Great Britain and the Commonwealth	3	
or HIST 255	History of Russia and the Soviet Union	(3)	
or HIST 260	Survey of the History of Asia	(3)	
or HIST 265	Selected Problems in Contemporary Asian History	(3)	

Section 3 — History of the Arts and Sciences

Select at least 6 units from the following courses:

ART 101	Art History 1: Prehistory to Gothic	3	
or ART 102	Art History 2: Renaissance to Rococo	(3)	
or ART 103	Art History 3: Neoclassical to Present	(3)	
ART 104	African Art History	3	
ART 105A	The Arts of Latin America and the Caribbean: Pre-Columbian	3	
or ART 105B	The Arts of Latin America and the Caribbean: Colonial to Present	(3)	
ART 107	Asian Art	3	
ARCH 112	History of Architecture	3	†
ASTR 106	History of Astronomy	3	
DANC 101	History of Dance	3	
MUS 104B	History of Rock Music	3	
PHOT 160	History of Photography	3	
TH 102	History of the Classical Theater	3	

or TH 103 History of the Modern Theater (3)
or TH 104 History and Appreciation of Musical Theater (3)

† UC credit limits may apply. Please see list of UC transferable courses in ASSIST (<http://www.assist.org>) or a counselor for explanation.

Total Units Historical Perspectives Area of Emphasis 18

LITERATURE AND LANGUAGES AREA OF EMPHASIS

The literature and language emphasis offers students two principal disciplines: the study of literature in English and/or the study of foreign languages. The literature discipline introduces British, American, and world literary history through the study of writers recognized for their significant literary merit. Courses explore the boundaries of literature through genre, period, theme, language, and culture. Students may train in critical and creative writing, as well. The languages discipline is sequenced to provide practical competence in French, German, Japanese, Sign Language or Spanish, as well as elementary Chinese. Students perfect their linguistic skills and study original language literary texts to appreciate the nuances of language and global culture. Careers for students electing the literature and languages area of emphasis include publications, communications, education, media, law, international business, entertainment, administration, the arts, translation, and Foreign Service. Students should consult with a counselor for academic planning in order to transfer to a specific university, since requirements and options vary.

Section 1

Select 3 units from one of the following:

ANTH 170	Language and Culture	3
ENGL 101	Critical Thinking Through Literature	3
ENGL 106	Linguistics	3

Section 2

Select a minimum of 15 units from one or more of the following disciplines:

Art and Culture

ANTH 100	Cultural Anthropology	3
ART 108	Black Images in Popular Culture	3
or HUM 108	Black Images in Popular Culture	(3)
Art 109	Gender and Sexuality in Art	3
or HUM 109	Gender and Sexuality in Art	(3)
SPAN 206	Hispanic Literature in the Media	3
SPAN 210	Highlights of Hispanic Culture	3
SPAN 245	Intro to Chicano/Mexican American Culture	3
SPCH 240	Oral Interpretation: Readers' Theatre	3
TH 159	World Film	3

English

ENGL 221A	Literature in the Bible: Hebrew Scriptures	3
ENGL 221B	Literature in the Bible: Christian Scriptures	3
ENGL 223	Chicano/a Literature	3
ENGL 224	Native American Literature	3
ENGL 225	Mexican Literature in Translation	3
ENGL 227	Current Literature	3
ENGL 228	Shakespeare's Plays	3
ENGL 230A	Introduction to American Literature	3
ENGL 230B	Introduction to American Literature	3
ENGL 232	Readings in Poetry	3
ENGL 233	Readings in the Novel	3
ENGL 234	Readings in Short Fiction	3
ENGL 238	Classic Islamic Literature	3
ENGL 235	Readings in the Drama	3
ENGL 240	Creative Writing	3
ENGL 241	Screenwriting	3
or TH 241	Screenwriting	3
ENGL 246A	Survey of English Literature	3
ENGL 246B	Survey of English Literature	3

ENGL 248A	Masterpieces of World Literature	3
ENGL 248B	Masterpieces of World Literature	3
Chinese		
CHIN 101	Elementary Chinese	5
French		
FREN 101	Elementary French	5
FREN 102	Elementary French	5
FREN 201	Intermediate French	5
FREN 202	Intermediate French	4
FREN 203	Intermediate French Advanced Level 1	4
FREN 281	Beginning Conversational French	3
FREN 282	Intermediate Conversational French	3
FREN 283	Advanced Conversational French	3
German		
GERM 101	Elementary German	5
GERM 102	Elementary German	5
GERM 201	Intermediate German	4
GERM 202	Intermediate German	4
GERM 203	Scientific German	4
GERM 204	Scientific German	4
GERM 281	Beginning Conversational German	3
GERM 282	Intermediate Conversational German	3
GERM 283	Advanced Conversational German	3
GERM 291	German for International Commerce	3
GERM 292	German for International Commerce	3
Japanese		
JAPN 101	Elementary Japanese	5
JAPN 102	Elementary Japanese	5
JAPN 201	Intermediate Japanese	5
JAPN 202	Intermediate Japanese	4
JAPN 281	Beginning Conversational Japanese	3
JAPN 282	Intermediate Conversational Japanese	3
JAPN 283	Advanced Conversational Japanese	3
Sign Language		
SL 101	Beginning American Sign Language	3
SL 102	Intermediate American Sign Language	3
SL 201	Advanced American Sign Language	3
Spanish		
SPAN 101	Elementary Spanish	5
SPAN 102	Elementary Spanish	5
SPAN 111	Elementary Spanish for Spanish Speakers	5
SPAN 112	Elementary Spanish for Spanish Speakers	5
SPAN 201	Intermediate Spanish	5
SPAN 202	Intermediate Spanish	4
SPAN 205	Advanced Spanish Composition	3
SPAN 281	Beginning Conversational Spanish	3
SPAN 282	Intermediate Conversational Spanish	3
SPAN 283	Advanced Conversational Spanish	3

Total Units Literature and Languages (minimum)

18

000246

MEDIA STUDIES

These courses introduce the student to the role and impact of the mass media and their images in society and provide an exploratory introduction to several mass media major areas of study, including journalism, broadcasting and film.

Select 18 units from at least two disciplines from the following courses:

ART 108	Black Images in Popular Culture	3
or HUM 108	Black Images in Popular Culture	(3)
ENGL 241	Screenwriting	3
or TH 241	Screenwriting	(3)
JOUR 100	Mass Media and Society	3
JOUR 101	Beginning Reporting and Newswriting	3
JOUR 121	Multimedia Reporting	3
JOUR 157	Principles of Public Relations	3
or BA 157	Principles of Public Relations	(3)
RTV 151	Motion Pictures, Radio and Television	3
or TH 151	Motion Pictures, Radio and Television	(3)
RTV 152	Introduction to Broadcasting	3
READ 200	Analysis and Critical Reading	3
SPAN 206	Hispanic Literature in the Media	3
SPCH 130	Public Speaking	3
TH 150	Appreciation and History of the Motion Picture	3
TH 153	Motion Picture Production	3
TH 156	Television Production	3
TH 159	World Film	3
TH 193	Motion Picture Editing	3

Total Units Media Studies Area of Emphasis 18

SELF-DEVELOPMENT AND SOCIAL BEHAVIOR

This emphasis provides students with knowledge and understanding of social behavior theories, concepts, and principles as applied to self-development. This area of emphasis is designed to prepare students to use acquired knowledge to communicate and collaborate more effectively. These courses are intended to assist students with the application of this knowledge to their lives in meaningful ways, including student growth, purpose, and vitality. Students will learn to become productive citizens who care for themselves and others and will be prepared to work with people and their communities. This emphasis includes lower division coursework that prepares students for social/health/human services majors and careers in service/community-oriented professions.

Select at least 6 units from Section 1, at least 3 units from Section 2, and at least 3 units from Section 3. Then complete at least 6 additional units from any section or combination of sections (1, 2, or 3) to reach a total of 18 units.

Section 1 — Theory and Background

Select at least 6 units from the following courses:

ANTH 170	Introduction to Language and Culture	3	
BA 107	Human Relations in Business	3	
CD 110	Child Development	3	
CDEC 113	The Child, the Family, and the Community	3	
CDIT 151	Infant and Toddler Development	3	
ENGL 106	Introduction to Linguistics	3	
GEOG 102	Natural and Cultural Geography	3	
HIST 101	American History and Constitution	3	†
HIST 102	Political and Social History of the United States: 1550s to 1876	3	†
HIST 103	Political and Social History of the United States: 1877-Present	3	†
HIST 110	African American History	3	
HIST 120	History of California	3	
PE 105	Student Athletes in Society	2	
PE 253	Sports Psychology	3	
POL 101	American Political Institutions	3	†
POL 201	Introduction to Political Science and American Government	3	†
PSYC 101	General Introductory Psychology	3	
PSYC 220	Research Methods	3	
PSYC 245	Drugs and Behavior	3	
PSYC 251	Developmental Psychology	3	
PSYC 261	Social Psychology	3	
PSYC 271	Abnormal Psychology	3	
PE 105	The Student Athlete and Society	2	
PE 106	Women in Sports	3	
or WS 106	Women in Sports	(3)	
PE 253	Sports Psychology	3	
SOC 101	Introductory Sociology Principles	3	
SOC 110	Marriage and the Family	3	
SOC 201	Social Problems	3	
SOC 205	Introduction to Social Science Research	3	
SPAN 245	Introduction to Chicano/Mexican American Culture	3	
SPCH 110	Intercultural Communication	3	
SPCH 120	Fundamentals of Interpersonal Communication	3	
SPCH 130	Fundamentals of Speaking	3	
SPCH 132	Fundamentals of Small Group Communication	3	†
SPCH 235	Fundamentals of Argumentation and Persuasion	3	
TH 108	Improvisation for Theater	3	
TH 110	Fundamentals of Acting	3	
WS 101	Issues for Women in American Society	3	

† UC credit limits may apply. HIST 101, 101LC, 102, 102LC and 103 are combined: maximum credit, two courses. HIST 103 and 210 combined: maximum credit, one course. SPCH 100 and 132 combined; maximum credit, one course. POL 101 and 102 combined: maximum credit, one course. Please see list of UC transferable courses in ASSIST (<http://www.assist.org>) or a counselor for explanation.

Section 2 — Student Development and Application

Select at least 3 units from the following courses:

CG 100	Counselor Aide in the Community College	2
CG 150	Dynamics of Leadership	3
CG 200	Success in College and Career	3
CG 210	Job Search Strategies	3
CG 220	Transition to Universities	3
LIB 100	Introduction to Library Resources	1

Section 3 — Student Vitality

Select at least 3 units from the following courses:

HED 100	Contemporary Health Problems	3	
HED 101	Stress Management	3	
HED 103	Women, Their Bodies and Health	3	
or WS 103	Women, Their Bodies and Health	(3)	
HED 200	Nutrition for Health, Fitness and Physical Activity	3	
HO 151	Elements of Nutrition	3	
HO 152	Normal and Therapeutic Nutrition	3	
PE 130	Stretching PE 131	1	†
PE 131	Walking for Fitness	1	†
PE 135A	Circuit Weight Training, Beginning	1	†
PE 135B	Circuit Weight Training, Intermediate/Advanced	2	†
PE 138	Yoga	1	†
PE 139	Pilates Conditioning	1	†
PE 141	Fitness and Wellness	3	†
PE 142	Fitness and Wellness for Older Adults	2	†
PE 143	Personal Fitness Program	1	†
PE 146	Weight Management	1	†
PE 149A	Beginning Jogging for Fitness	1	†
PE 149B	Intermediate Jogging for Fitness	2	†
PE 160	Personal Self Defense	1	†
PE 254	Measurement and Interpretation of Fitness	3	

† UC credit limits may apply. Any or all of these PE courses combined; maximum credit, four units. Please see list of UC transferable courses in ASSIST (<http://www.assist.org>) or a counselor for explanation.

Total Units Self-Development and Social Behavior Area of Emphasis

18

SOCIAL AND BEHAVIORIAL SCIENCE

The following area of study allows students to take courses that will prepare them for possible majors within the field of social and behavioral science. Courses in the social and behavioral sciences focus on the human and social conditions of society. Courses study how people behave within their societies and social institutions, including interactions between subcultures, creating an appreciation of human interaction and perceptions of reality. Using critical analysis, students will develop an awareness of social science research methods and theories in the social and behavioral sciences. Select 18 units from at least three different disciplines.

AJ 101	Introduction of Administration of Justice	3	
ANTH 100	Cultural Anthropology	3	
or SOC 101	Introductory Sociology Issues	(3)	
ANTH 120	Introduction to Archaeology	3	
ANTH 170	Introduction to Language and Culture	3	
ANTH 200	Native Peoples of North America	3	
ANTH 202	The Maya, Inca and Aztecs: Ancient Civilizations of the Americas	3	
ANTH 205	The Anthropology of Sexuality and Gender	3	
or WS 205	The Anthropology of Sexuality and Gender	(3)	
CD 110	Child Development	3	
CG 200	Success in College and Career	3	
ECON 101	US and Global Economy to Economic Issues and Policy	3	†
ECON 102	Women in Global Economy	3	
ECON 201	Principles of Macroeconomics	3	
ECON 202	Principles of Microeconomics	3	
ECON 204	Money, Ethics, and Economic Justice	3	
GEOG 102	Natural and Cultural Geography	3	
GEOG 105	World Regional Geography	3	
HIST 101	American History and Constitution	3	†
HIST 102	Political and Social History of the United States: 1500s to 1876	3	†
HIST 103	Political and Social History of the United States: 1877 to Present	3	†
HIST 110	African-American History	3	
HIST 120	History of California	3	
HIST 204	Women in American History	3	
or WS 204	Women in American History	(3)	
HIST 210	History of the United States in the Post World War II Era	3	†
HIST 220	History of the Americas	3	
HIST 221	History of the Americas	3	
HIST 230	History of Mexico	3	
HIST 235	History of Latin America	3	
HIST 241	Western Civilization	3	
HIST 245	World Civilization from Antiquity to 1500	3	
HIST 246	World Civilization from 1500 to Present	3	
HIST 250	History of England, Great Britain and the Commonwealth	3	
HIST 255	History of Russia and the Soviet Union	3	
HIST 260	Survey of the History of Asia	3	
HIST 265	Selected Problems in Contemporary Asian History	3	
POL 101	American Political Institutions	3	†
POL 110	California State and Local Government	3	
POL 201	Introduction to Political Science and American Government	3	†
POL 210	International Relations	3	
POL 220	Comparative Government	3	
POL 230	Contemporary Political Issues: Middle East	3	
PSYC 101	General Introductory Psychology	3	
PSYC 150	Personal and Social Adjustment	3	
PSYC 251	Developmental Psychology	3	
PSYC 261	Social Psychology	3	

PSYC 271	Abnormal Psychology	3
SOC 110	Marriage and the Family	3
SOC 120	Introduction to Human Sexuality	3
SOC 201	Social Problems	3
SOC 202	Gender and Society	3
SOC 205	Introduction to Social Science Research	3
SOC 210	American Minority Relations	3
SOC 220	Introduction to Human Services	3
SOC 215	Sociology of Cultural Diversity: Challenge and Change	3
SOC 230	Juvenile Delinquency	3
SOC 250	Sociology of Aging	3
WS 101	Issues for Women in American Society	3
WS 102	Women and Religion	3
WS 206	Women in the Global Economy	3

† UC credit limits may apply. No credit for ECON 101 if taken after ECON 202. HIST 101, 101LC, 102, 102LC, and 103 are combined: maximum credit, two courses. HIST 103 and 210 combined: maximum credit, one course. POL 101 and 201 combined: maximum credit, one course. Please see list of UC transferable courses in ASSIST (<http://www.assist.org>) or a counselor for explanation.

Total Units Social And Behavioral Science Area of Emphasis

18

VISUAL COMMUNICATION

This area of emphasis will focus on the power of images and serves as an introduction to techniques for improved visual communication. It starts with a study of images in culture, progresses to visual communication exploration, and culminates with learning hands-on skill development. The area will allow students to develop interests in majoring in art, communication, and photography.

Section 1 — Critical Analysis of Images

Select 3 units from the following courses:

ART 108	Black Images in Popular Culture	3
or HUM 108	Black Images in Popular Culture	(3)
ART 109	Gender and Sexuality in Art	3
or HUM 109	Gender and Sexuality in Art	(3)
PHOT 160	History of Photography	3

Section 2 — Theories of Visual Communication

Select 6 units from the following courses:

ART 188	Design for Desktop Publishing	3
JOUR 121	Multimedia Reporting	3
JOUR 130	Photojournalism	3
or PHOT 130	Photojournalism	(3)
PHOT 100	Introduction to Photography	3
PHOT 110	Introduction to Digital Photography	3
SPAN 206	Hispanic Literature in the Media	3

Section 3 — Applied Techniques of Communication

Select 9 units from the following courses:

ART 110	Freehand Drawing	3
ART 116	Beginning Printmaking	3
ART 120	Two-Dimensional Design	3
ART 130A	Fundamentals of Painting	3
ART 114	Storyboarding and Graphic Novel Illustration	3
ART 150	Introduction to Ceramics	3
ART 182A	Lettering and Typography	3
ART 184	Graphic Design	3
TH 153	Motion Picture Production	3
TH 156	Television Production	3
TH 193	Motion Picture Editing	3

† UC credit limits may apply. Please see list of UC transferable courses in ASSIST (<http://www.assist.org>) or a counselor for explanation.

Total Units Visual Communication Area of Emphasis

18

CERRITOS COLLEGE

TO: Board of Trustees
FROM: William C. Farmer Jr., Acting President / Superintendent *WCF*
REVIEWED BY: Jim Albanese, Interim Vice President of Business Services
Marilyn Brock, Interim Vice President of Academic Affairs *[Signature]*
DATE: December 10, 2008
SUBJECT: **Consideration of approval to donate vehicle for instructional purposes to Valley High School**

RECOMMENDATION

It is recommended that the Board of Trustees approve the donation of a donated vehicle to Valley High School for instructional purposes.

OVERVIEW

The District currently has a 2001 Ford Windstar (VIN# 2FMZA51421BB24544) which has been declared surplus from the Technology Division Automotive Program. The vehicle was previously donated to the District from Ford Motor Company.

ANALYSIS

According to Education code 81452, if the governing Board, by a unanimous vote of those members present, finds that the property is of insufficient value to defray the costs of arranging a sale, the property may be donated to a charitable organization deemed appropriate by the Board. Ford Motor Company is supportive of "re-donations" for educational purposes. The vehicle value is greatly reduced due to a requirement that it never be driven on public roads and only be used for instructional purposes.

FINANCIAL IMPLICATIONS

There are no financial implications to the District.

CERRITOS COLLEGE SURPLUS PROPERTY AND/OR OBSOLETE MATERIALS/EQUIPMENT VII.F

ITEM	QTY	DESCRIPTION	CC NUMBER	SERIAL NUMBER
1	1 EACH	TV	5745	
2	1 EACH	CART		457
3	1 EACH	VCR	46382	
4	1 EACH	LAMP	29140	
5	28 EACH	OSCILLOSCOPE	15643, 15633, 15654, 15648, 15673, 15666 15630, 15664, 15661, 15663, 15642, 15644 15637, 15652, 15629, 15646, 15660, 15632 15651, 15665, 15668, 15655, 15647, 15636 15659, 15636, 15631	
6	8 BOXES	CORDS		
7	8 EACH	COMPUTER KEYBOARDS		
8	6 EACH	MONITORS	31163, 28388, 28372, 31173, 31165, 31162	
9	1 EACH	ABRASIVE CUTTER AND STAND		510-MSG-2180
10	1 EACH	CUTOFF MACHINE	14225	
11	22 EACH	OSCILLATOR	15390, 15403, 15391, 15912, 15413, 16086 15397, 15404, 15387, 15402, 15407, 15411 15401, 15409, 15309, 15405, 15396, 15398 15400, 15392, 15394, 1385	
12	7 PALLETS	MODULAR FURNITURE		
13	79 EACH	COMPUTER TOWER	28301, 35794, 31273, 31822, 30183, 35536 35568, 35573, 35698, 36103, 36104, 36105 36170, 36171, 36176, 36177, 36201, 36205 36207, 36216, 36220, 36221, 36311, 36363 36364, 36373, 36393, 36421, 36422, 36601 36651, 36654, 40056, 40064, 40074, 40142 40144, 40145, 40146, 40155, 40157, 40158 40159, 40160, 40161, 40162, 40163, 40164 40166, 40168, 40178, 40181, 40182, 40184 40185, 40191, 40192, 40193, 40194, 40195 40199	FED00173, FED00496, FED000507 FED00532, FED00538, FED00540 FED00543, FED00546, FED00561 FED00575, FED00577, FED00583 FED01308, FED01341, FED01367 FED01389, FED01393
14	1 EACH	IMAC M5521 COMPUTER	24416	
15	1 EACH	LAPTOP MICRON TREK-2	27981	
16	8 EACH	MONITOR VIEW SONIC	35056, 31255, 35235, 35864, 40393	EX01801374, DL00700019, 906004410743
17	16 EACH	PRINTER	22284, 21261, 28408, 22946, 22390, 23148 24297, 24365, 24408	G49214506, MY5C94Q0P5 SG9AF1W119, MY03L1F28Z MY08P1112J, CNCVD65702 USHC026417
18	10 BOXES	COMPUTER PARTS		
19	4 BOXES	KEYBOARDS		
20	1 EACH	PRINTER		SG79P1G26Q
21	1 EACH	PRINTER 4050TN		
22	1 EACH	HEWLETT PACKARD 6P		USDH117980
23	1 EACH	PRINTER HEWLETT PACKARD		
24	3 EACH	CALCULATOR		372570, 1204642, 0000750
25	1 EACH	DATE STAMP MACHINE		458791
26	3 EACH	FAN		MODEL SR18, S0401217341
27	1 EACH	TYPEWRITER 6X-8750		
28	1 EACH	LEXMARK PRINTER		BJ12390-001
29	1 EACH	WELDER	46197	
30	1 EACH	PANEL SPOTTER	336358	
31	1 EACH	PANEL SPOTTER		A8542D
32	5 EACH	WELDER		112938, 3127, KF939374, KC244438, 11529684
33	1 EACH	PANEL SPOTTER		A7332D

CERRITOS COLLEGE SURPLUS PROPERTY AND/OR OBSOLETE MATERIALS/EQUIPMENT

34	1 EACH	PANEL SPOTTER		A25625
35	1 EACH	MILLER DIALAE 250P		HJ110684
36	1 EACH	MILLER DIALAE 250P		HJ110685
37	30 EACH	COMPUTER POWER CONTROLLER		
38	1 BOX	POWER STANDS		
39	1 BOX	MOUSE EXTENTION		
40	1 BOX	MONITOR BASES		
41	1 EACH	TYPEWRITER	10298	
42	1 EACH	PRINTER		
43	1 EACH	PAINT RACK W/PAINTS		
44	1 EACH	VCR JVC DUAL AUDIO OUTPUT		
45	1 EACH	HP LASERJET 4	19537	
46	1 EACH	HP DESKJET 6540		C8963A
47	1 EACH	HP DESKJET 845C		CN18D1MOCS
48	1 EACH	GST CPU	28079	
49	1 EACH	COMPUTER MONITOR	27851	
50	1 EACH	COMPUTER MONITOR		MF0HA804900955
51	1 EACH	COMPUTER HARD DRIVE	24316	
52	1 EACH	COMPUTER HARD DRIVE	24317	
53	4 EACH	ID CARD PRINTER		80060134, 80290041, 80260221, 80290038
54	3 EACH	TELEVISION	14370, 14363, 19419	
55	5 EACH	PRINTER	22539, 26650	USCC611679, 3207A91342, 3026J76299
56	6 EACH	MONITOR	23320	ACO32903031, JY90730832 23T024500207, M133G5140326 44445350B825, 1150700238
57	1 EACH	HP LASERJET 1022N		VNB3D23190
58	1 EACH	BROTHER TYPEWRITER		U53082F8D156012
59	1 EACH	HP LASERJET 6L		
60	1 EACH	MONITOR	35265	
61	1 EACH	SMITH CORONA TYPEWRITER		
62	1 EACH	BROTHER EM-601 TYPEWRITER	17048	
63	1 EACH	HP DESKJECT 960C		MY1101C04X
64	1 EACH	LASERJET 4L	21677	
65	1 EACH	ABBOTT IV PUMP		LR36894
66	1 EACH	ABBOTT IV PUMP		AR23407
67	16 EACH	MEDICINE DRAWERS		
68	24 EACH	COMPUTER TOWER	24608, 30114, 30140, 30163, 30164, 35744 36331, 36666, 36692, 40053, 40056, 40064 40082, 40105, 40157, 40170	FED00173, FED00492, FED00494 FED00497, FED00505, FED00547 FED00582, FED00585
69	5 EACH	MONITOR	29995	7202389DK, 006-74600528A01 31E015029109, YECG115156
70	2 BOXES	COMPUTER PARTS		
71	13 EACH	CPU'S	24493, 28862, 28863, 28865, 28867, 28869 28875, 28876, 28877, 28878, 28880, 28883 31319	
72	1 EACH	AB SWITCH	18238	
73	1 EACH	MICRON 750 READER	40565	
74	1 EACH	PREMIER RAPID FOLD P7200		
75	4 EACH	WOOD DRAWERS		
76	2 EACH	WOOD DESK TOP		
77	1 EACH	HP SCANNER		
78	2 EACH	HP MONITOR STANDS		SG8AR111MX
79	1 EACH	MARTIN YALE FOLDER	51443	
80	1 EACH	FUJITSU SCANNER		

CERRITOS COLLEGE

TO: Board of Trustees
FROM: William C. Farmer Jr., Acting President/Superintendent *WCF*
REVIEWED BY: Dr. Marilyn Brock, Acting Vice President of Academic Affairs *MB*
PREPARED BY: Sue Parsons, Director of Teacher TRAC and Learning Communities *SP*
DATE: December 10, 2008
SUBJECT: **Consideration of Approval to Amend the Career Technical Education (CTE) Teacher Preparation Pipeline Grant Faculty Stipends**

RECOMMENDATION

It is recommended that the Board of Trustees approve payment of CTE Teacher Preparation Pipeline Grant stipends to Lydia Alvarez, Dora Macias, Ilva Mariani, Sally Sestini, Angela Conley, and Jeff Bradbury. The grant was Board approved on June 18, 2008. The original Board back-up was approved on October 15, 2008.

OVERVIEW

Cerritos College has received funding in the amount of \$198,891 to continue development and refinement of the career technical education teacher pathway program.

ANALYSIS

The funds from the CTE Teacher Preparation Pipeline Grant are designated to develop CTE teacher pathways and curriculum, establish student development activities and provide individualized counseling services, develop program marketing and recruitment materials/activities, develop support structures and partnerships, and provide staff development opportunities for faculty within the designated industry sectors. Part of the grant objectives are to develop contextualized English, Math and Chemistry courses for students in career technical education programs.

As stipulated and funded by the Grant, the following new tasks and activities will be carried out by the faculty listed below:

Lydia Alvarez

- Document assignments and/or activities that are contextualized in one ENG 52 course offered in Spring 2009.
- Evaluate student work (essays, assignments, portfolios, etc.) to provide feedback on the success of the ENG 52 course piloted in Spring 2009 by determining student success in the course.
- Participate in faculty inquiry group to evaluate student sample work and determine success of course contextualization and develop plan for changes to a second course to be offered in Fall 2009

Dora Macias

- Work closely with English 52 instructor to study and assess student progress and success based upon in-class counseling intervention strategies.
- Provide written summary of findings.

Ilva Mariani, Sally Sestini, and Angela Conley

- Participate in CTE department tours to determine shared knowledge base between CTE courses (automotive technology, welding, and woodworking) and Math.
- Participate in planning and development meetings to offer a pilot Math 60 contextualized course in Fall 2009.
- Develop lessons, assignments, and methods to integrate CTE with Math.

Jeff Bradbury

- Participate in meetings with individual CTE faculty to determine shared knowledge base between CTE courses (automotive technology, welding, and woodworking) and chemistry.
- Participate in planning and development meetings to offer a pilot Chemistry 100 contextualized course in Fall 2009.
- Develop lessons, assignments, and methods to integrate CTE with chemistry.

FINANCIAL IMPLICATIONS

It is recommended to approve amended stipends to the following faculty:

Lydia Alvarez: \$1250

Dora Macias: \$750

Ilva Mariani: \$1500

Sally Sestini and Angela Conley: \$250

Jeff Bradbury: \$1,000

All funds will be provided through the CTE Teacher Preparation Pipeline Grant. No costs will be borne by the Cerritos College District.

CERRITOS COLLEGE

TO: Board of Trustees
FROM: William Farmer, President/Superintendent *WCF*
REVIEWED BY: Marilyn Brock, Vice President of Academic Affairs *MB*
PREPARED BY: Jenine Mescher Nolan, Dean of Health Occupations *JMN*
DATE: December 10, 2008
SUBJECT: **Consideration of Approval of Stipends for the Capacity Building and Enrollment Growth and Retention for Registered Nursing Programs Grants Fall 2008**

RECOMMENDATION

It is recommended that the Board of Trustees approve payment of stipends to nursing faculty members for work performed August through December 2008 as stipulated in and funded by the Capacity Building and Enrollment Growth and Retention for Registered Nursing Programs Grants.

OVERVIEW

Grant objectives and activities include:

- Provide a retention program for students enrolled in the Registered Nursing Associate Degree program
- Provide support services, review courses or software and clinical simulation to support both clinical and didactic practice
- Assist graduating students to prepare for the National Council Licensure Exam (NCLEX)

ANALYSIS

To maximize student success, strengthen retention and increase NCLEX pass rates, Fall 2008 activities included:

- Project Coordinator funded by grant at \$1250 for August through December 2008
- Project Case Manager funded by grant at \$1250 for August through December 2008
- Presentation of student workshops designed to increase retention funded by grant at \$75 per hour
- Faculty conducted NCLEX review course funded by grant for December 2008 at \$85 per hour
- Faculty Student Advisors funded by grant for August through December 2008 at \$250 per faculty member

FINANCIAL IMPLICATIONS

Project coordination functions performed by:

- Voorhies, Ann \$ 1250

Case management functions performed by:

- Mary Knowlton \$ 1250

The following Cerritos College faculty members are to receive stipends for workshop presentation:

- Brooks, Kelli \$225 student workshop presentations (3 hours)
- Cooke, Melodie \$375 student workshop presentations (4 hours)
- Knowlton, Mary \$225 student workshop presentations (3 hours)

The following faculty members are eligible for a \$250 stipend for Faculty Advisor activities in which faculty meet with students individually to identify students at risk who need referral to the Retention Specialist, support services and to provide ongoing individualized student support.

- Arfwedson, Chris \$250
- Brooks, Kelli \$250
- Cooke, Melodie \$250
- Caminiti, Carol \$250
- Fobi, Charlene \$250
- Knowlton, Mary \$250
- Natividad, Rachel \$250
- Orozco, Rebecca \$250
- Riedel, Patti \$250
- Stuart, Peggy \$250
- Veloz-Rendon, Lizette \$250
- Voorhies, Ann \$250

The following full and part-time faculty members are to receive stipends for the NCLEX Review course:

- Carolyn Holmes \$1785 (21 hours)
- Debbie Binning \$ 425 (5 hours)
- Rebecca Orozco \$ 510 (6 hours)
- Keri Gonzales \$ 680 (8 hours)

Stipends will be paid after work is completed. Enrollment Growth and Retention for Registered Nursing Programs Grant will be utilized for these expenditures. There is no cost to the District.

CERRITOS COLLEGE

TO: Board of Trustees
FROM: William C. Farmer, Jr., Acting President/Superintendent *WCF*
REVIEWED BY: Dr. Jim Albanese, Interim Vice President of Business Services *J.A.*
PREPARED BY: Jenney Ho, Director of Purchasing
DATE: December 10, 2008
SUBJECT: **Consideration of Approval of Bid #0809-02,
Classroom/Lab/Office Complex I**

RECOMMENDATION

It is recommended that the Board of Trustees approve to award the bid #0809-02, Classroom/Lab/Office Complex I to EMAE International as the lowest overall responsive and responsible bidder. Board approval is contingent upon there being no bid protests during the applicable protest time period. Board approval is also contingent upon contractor providing acceptable insurance and bonding.

OVERVIEW

The Purchasing Department advertised the project on September 22 & 29, 2008. The bid due date was on November 18, 2008.

ANALYSIS

On November 18, 2008, twenty bids were received. A summary of the bids recap is attached.

The recommended award was predicated on the lowest overall responsive and responsible bidder as stipulated in the bid.

FINANCIAL IMPLICATIONS

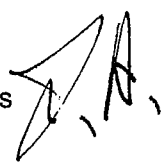
The amount of the lowest responsive and responsible bid is \$10,050,000.00. Funding for this project will come from the GO Bond.

Bid #0809-02, Classroom/Lab/Office Complex I

Contractor	Base Bid	Allowance	Total Amount
EMAE International	9,850,000.00	200,000.00	10,050,000.00
Perera Construction	9,864,000.00	200,000.00	10,064,000.00
R.C. Construction	9,906,000.00	200,000.00	10,106,000.00
Howard S. Wright Contractors	10,171,233.00	200,000.00	10,371,233.00
Great West Contractors, Inc.	10,235,000.00	200,000.00	10,435,000.00
SMC Construction Co.	10,392,000.00	200,000.00	10,592,000.00
PW Construction	10,643,000.00	200,000.00	10,843,000.00
Kemp Bros.	11,140,000.00	200,000.00	10,940,000.00
Bernards	10,844,000.00	200,000.00	11,044,000.00
EMMA Corporation	10,930,000.00	200,000.00	11,130,000.00
DJM Construction Co., Inc.	10,947,000.00	200,000.00	11,147,000.00
USS Cal Builders Inc.	10,965,000.00	200,000.00	11,165,000.00
Angeles Contractor Inc.	11,178,000.00	200,000.00	11,378,000.00
Icon West, Inc.	11,229,000.00	200,000.00	11,429,000.00
2H Construction, Inc.	11,291,000.00	200,000.00	11,491,000.00
Erickson-Hall Construction	11,388,000.00	200,000.00	11,588,000.00
Richardson Group	11,561,993.00	250,000.00	11,811,993.00
Meadows Construction	12,247,155.00	200,000.00	12,447,155.00
Morillo Construction	12,446,000.00	200,000.00	12,646,000.00
R.J. Daum Construction	12,800,000.00	200,000.00	13,000,000.00

CERRITOS COLLEGE

TO: Board of Trustees
FROM: William C. Farmer, Acting President/Superintendent WCF
REVIEWED BY: Dr. Jim Albanese, Interim Vice President of Business Services
PREPARED BY: Jenney Ho, Director of Purchasing
DATE: December 10, 2008
SUBJECT: **CONSIDERATION OF APPROVAL OF BID #0809-06, SOCIAL SCIENCE TILE WALLS & PLASTER DEMOLITION/ABATEMENT**



RECOMMENDATION

It is recommended that the Board of Trustees approve to award the bid #0809-06, Social Science Tile Walls & Plaster Demolition/Abatement as the lowest overall responsive and responsible bidder. Board approval is contingent upon there being no bid protests during the applicable protest time period. Board approval is also contingent upon contractor providing acceptable insurance and bonding.

OVERVIEW

The Purchasing Department advertised the project on October 10 and October 17, 2008. The bid due date was on November 19, 2008.

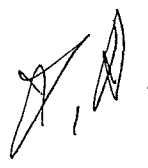
ANALYSIS

On November 19, 2008, the Purchasing Department received 1 response for Bid #0809-06, Social Science Tile Walls & Plaster Demolition/Abatement. The recommended award was predicated on the lowest overall responsive and responsible bidder as stipulated in the bid.

FINANCIAL IMPLICATIONS

The amount of the lowest responsive and responsible bid is \$89,980. Funding for this project will come from the State Scheduled Maintenance.

CERRITOS COLLEGE

TO: Board of Trustees
FROM: William C. Farmer, Jr., Acting President/Superintendent *WCF*
REVIEWED BY: Dr. Jim Albanese, Interim Vice President of Business Services 
PREPARED BY: Jenney Ho, Director of Purchasing
DATE: December 10, 2008
SUBJECT: **Consideration of Approval of Notice of Completion for Bid 0708-10, Swing Space at Tech Ed.**

RECOMMENDATION

It is recommended that the Board of Trustees approve the Notice of Completion for Business Contractor for the Swing Space at Tech Ed at Cerritos Community College District as presented.

OVERVIEW

The District issued a contract to Business Contractor on May 8, 2008. As required by Public Contract Code, the District must file a Notice of Completion when a project is completed and all requirements of the contractual agreements are addressed.

ANALYSIS

This project was completed on November 12, 2008. A Notice of Completion needs to be approved by the Board of Trustees and filed with the County Recorder.

FINANCIAL IMPLICATIONS

The total contract amount was \$92,750.00.

RECORDING REQUEST BY
WHEN RECORDED MAIL TO:

CERRITOS COMMUNITY COLLEGE
DISTRICT, ATTENTION: JENNEY HO
11110 ALONDRA BOULEVARD
NORWALK, CALIFORNIA 90650

SPACE ABOVE THIS LINE RESERVED
FOR RECORDER'S USE

TITLE(S)

**NOTICE OF COMPLETION
CERRITOS COMMUNITY COLLEGE DISTRICT**

NOTICE IS HEREBY GIVE, pursuant to the provisions of Section §3093 of the Civil code of the State of California, that the CERRITOS COMMUNITY COLLEGE DISTRICT, of Los Angeles County, as owner of the property known as Cerritos Community College, located at 11110 Alondra Boulevard, Norwalk, California, caused improvements to be made to the property to wit: Swing Space at Tech Ed, Bid #0708-10 contract for the doing of which was heretofore entered into on the 8th day of May, 2008 which contract was made with Business Contractor, contract number #C07-1130, as contractor; that said improvements were completed on the 12th day of November, 2008, and accepted by formal action of the governing board of said DISTRICT on the 10th day of December, 2008; that title to said property is vested in the CERRITOS COMMUNITY COLLEGE DISTRICT of Los Angeles County, California; that the surety for the above named contractor is Surety Company of the Pacific.

I certify or declare under penalty of perjury that the foregoing is true and correct.

CERRITOS COMMUNITY COLLEGE DISTRICT OF LOS
ANGELES COUNTY, CALIFORNIA

By: _____

Dr. Jim Albanese
Interim Vice President of Business Services

Date: _____

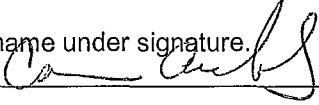
Place of Execution: Norwalk, California

000264

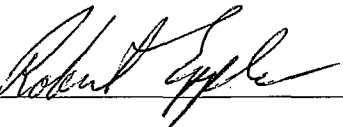
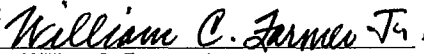
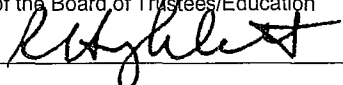
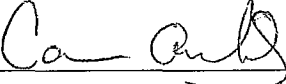

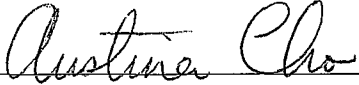

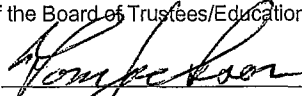
CERRITOS COMMUNITY COLLEGE DISTRICT

As Clerk/Secretary to the governing board of the above named school district, I certify that the signatures shown below in Column 1 are the verified signatures of the members of the governing board. I certify that the signatures as shown in Column 2 are the verified signatures of the person or persons authorized to sign Notices of Employment, Contracts, and Orders drawn on the funds of the school district. These certifications are made in accordance with the provisions of Education Code Sections below. * If persons authorized to sign orders as shown in Column 2 are unable to do so, the law requires the signatures of the majority of the governing board.

These approved signatures are valid for the period of: January 1, 2009 to December 31, 2009 in accordance with governing board approval dated December 10, 2008.

NOTE: Please TYPE name under signature.
Signature 

Clerk (Secretary) of the Board

<u>Column 1</u>	<u>Column 2</u>
<u>Signatures of Members of Governing Board</u>	<u>Signatures of Personnel and/or Members of the Governing Board authorized to sign Warrants, Orders for Salary Payment, Notices of Employment, and Contracts:</u>
Signature: <u></u>	Signature: <u></u>
Type: President of the Board of Trustees/Education	Type: William C. Farmer, Jr.
Signature: <u></u>	Title: Acting President/Superintendent
Type: Vice President of the Board of Trustees/Education	Signature: _____
Signature: <u></u>	Type: James A. Albanese
Type: Clerk of the Board of Trustees/Education	Title: Interim Vice President of Business Services
Signature: <u></u>	Signature: _____
Type: Member of the Board of Trustees/Education	Type: Marilyn Brock
Signature: <u></u>	Title: Interim Vice President of Academic Affairs
Type: Member of the Board of Trustees/Education	Signature: _____
Signature: <u></u>	Type: Stephen B. Johnson
Type: Member of the Board of Trustees/Education	Title: Vice President of Student Services/Asst Superintendent
Signature: <u></u>	Signature: _____
Type: Member of the Board of Trustees/Education	Type: Berlanti A Rizkallah
	Title: Director of Fiscal Services
	Signature: _____
	Type: Jenney Ho
	Title: Director of Purchasing

If the Board has given special instructions for signing warrants or orders, please attached a copy of the resolution to this form.

*K-12 District	Community College Districts
42632	85232
42633	85233
44843	87412

Number of signatures required:
 On Orders of Payment
 "A" Warrants _____
 "B" Warrants _____
 On Notice of Employment _____
 On Contracts _____

CERRITOS COMMUNITY COLLEGE DISTRICT

As Clerk/Secretary to the governing board of the above named school district, I certify that the signatures shown below in Column 1 are the verified signatures of the members of the governing board. I certify that the signatures as shown in Column 2 are the verified signatures of the person or persons authorized to sign Notices of Employment, Contracts, and Orders drawn on the funds of the school district. These certifications are made in accordance with the provisions of Education Code Sections below. * If persons authorized to sign orders as shown in Column 2 are unable to do so, the law requires the signatures of the majority of the governing board.

These approved signatures are valid for the period of: January 1, 2009 to December 31, 2009 in accordance with governing board approval dated December 10, 2008

NOTE: Please TYPE name under signature.

Signature

Clerk (Secretary) of the Board

<u>Column 1</u>	<u>Column 2</u>
<u>Signatures of Members of Governing Board</u>	<u>Signatures of Personnel and/or Members of the Governing Board authorized to approve Warrants, Orders for Salary Payment, Notices of Employment, and Contracts:</u>
Signature: <u></u> Type: _____ President of the Board of Trustees/Education	Signature: _____ Type: James A. Albanese Title: Interim Vice President of Business Services
Signature: <u></u> Type: _____ Vice President of the Board of Trustees/Education	Signature: _____ Type: Berlanti A Rizkallah Title: Director of Fiscal Services
Signature: <u></u> Type: _____ Clerk of the Board of Trustees/Education	Signature: _____ Type: Ramona Sue Payne Title: Budget Manager
Signature: <u></u> Type: _____ Member of the Board of Trustees/Education	Signature: _____ Type: Shawn Jones Title: Accounting Manager
Signature: <u></u> Type: _____ Member of the Board of Trustees/Education	Signature: _____ Type: Deanna Hart Title: Interim Payroll Manager
Signature: <u></u> Type: _____ Member of the Board of Trustees/Education	
Signature: <u></u> Type: _____ Member of the Board of Trustees/Education	

If the Board has given special instructions for signing warrants or orders, please attached a copy of the resolution to this form.

*K-12 District	Community College Districts
42632	85232
42633	85233
44843	87412

LACOE Resolution-Signature Authority-List of names. word

Number of signatures required:

On Orders of Payment	_____
"A" Warrants	_____
"B" Warrants	_____
On Notice of Employment	_____
On Contracts	_____

BUDGET TRANSFERS FOR DECEMBER 10, 2008

01.0 FUND-GENERAL FUND-UNRESTRICTED

FROM

ACADEMIC SALARIES	\$	(102,216)
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	
CAPITAL OUTLAY	\$	
OTHER OUTGO	\$	

TOTAL	\$	(102,216)
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TO

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	102,216
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	
CAPITAL OUTLAY	\$	
OTHER OUTGO	\$	

TOTAL	\$	102,216
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Transfers: Between object codes

Self Balancing: No effect on ending balance

Number of Transfer Requests: Two (2)

Divisions/Departments/Programs:
Research and Planning

BUDGET TRANSFERS FOR DECEMBER 10, 2008

01.3 FUND-GENERAL FUND-RESTRICTED

FROM

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	(4,035)
OTHER CONTRACT EXPENSES AND SERVICES	\$	
CAPITAL OUTLAY	\$	
OTHER OUTGO	\$	

TOTAL	\$	(4,035)
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TO

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	4,035
CAPITAL OUTLAY	\$	
OTHER OUTGO	\$	

TOTAL	\$	4,035
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Transfers: Between object codes

Self Balancing: No effect on ending balance

Number of Transfer Requests: One (1)

Divisions/Departments/Programs:
Universal Foundation China Project

BUDGET TRANSFERS FOR DECEMBER 10, 2008

39.0 FUND-OTHER SPECIAL REVENUE FUND

FROM

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	(7,500)
OTHER CONTRACT EXPENSES AND SERVICES	\$	
CAPITAL OUTLAY	\$	

TOTAL	\$	(7,500)
	=====	

TO

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	
CAPITAL OUTLAY	\$	7,500
OTHER OUTGO	\$	

TOTAL	\$	7,500
	=====	

Transfers: Between object codes

Self Balancing: No effect on ending balance

Number of Transfer Requests: One (1)

Divisions/Departments/Programs:
Culinary Arts

BUDGET TRANSFERS FOR DECEMBER 10, 2008

01.0 FUND-GENERAL FUND UNRESTRICTED (CONTINGENCY TRANSFERS)

FROM

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	
CAPITAL OUTLAY	\$	
CONTINGENCY	\$	(200,000)

TOTAL	\$	(200,000)
--------------	-----------	------------------

TO

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	
CAPITAL OUTLAY	\$	200000
CONTINGENCY	\$	

TOTAL	\$	200,000
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Transfers: To transfer funds from contingency to the library book account

Number of Transfer Requests: One (1)

Divisions/Departments/Programs:
Library & Learning Resource Center

APPROPRIATION TRANSFER ANALYSIS FOR DECEMBER 10, 2008

***00000.0-11400-02100-8890-0000000 (01.0 Fund) Local- Academic Affairs To allocate income for academic salary sabbatical leave	\$ 14,000
***00000.0-00300-02220-8890-6120000 (01.0 Fund) Local-Library & Learning Resource Center To allocate income for periodicals	14,060
***00000.0-00100-02220-8840-0000000 (01.0 Fund) Local- Library & Learning Resource Center To allocate income for supplies	10
***00000.0-00000-02220-8885-0000000 (01.0 Fund) Local- Library & Learning Resource Center To allocate income for supplies	2,446
***00000.0-00100-02220-8885-00000000 (01.0 Fund) Local- Library & Learning Resource Center To allocate income for books	475
***00000.0-00000-73440-8620-0000700 (01.3 Fund) State-CA High School Exit Exam Prep # 1 (CAHSEE#1) To zero out budget for CAHSEE # 1 in 08-09	(90,185)
***00000.0-00000-70809-8690-0000000 (41.0 Fund) State-08-09 Maintenance To allocate income for repair and maintenance	183,653
***00000.0-00000-70809-8981-0000000 (41.0 Fund) Local-08-09 Maintenance To allocate income for repair and maintenance	<u>183,653</u>

TOTAL: \$ 308,112

FACULTY HOURLY - FINE ARTS & COMMUNICATIONS

New Hires

Name		Discipline	Salary Placement	Rate
Szeto	Dominic	Art History	A1	48.83

FACULTY HOURLY - HEALTH OCCUPATIONS

Reemployed

Name		Discipline	Salary Placement	Rate
Failor	Joleen	Dental Assisting	B5	60.33

FACULTY HOURLY - HUMANITIES/SOCIAL SCIENCES

Reemployed

Name		Discipline	Salary Placement	Rate
Mazzei	Caroline	Women's Studies	B1	48.83
Sandhu	Suprea	Economics	A1	48.83
Serrano	Jenny	Political Science	A2	51.71
Suh	Daniel	Sociology	A2	51.71
Swendson	Paul	History	A4	57.46

New Hires

Name		Discipline	Salary Placement	Rate
Burns	Timothy	Philosophy	A1	48.83

FACULTY HOURLY - LIBERAL ARTS

Reemployed

Name		Discipline	Salary Placement	Rate
Bielik	Nicholas	English	A5	60.33
Gutierrez	Vincent	English	B5	60.33
Majam-Finch	Danielle	English	B5	60.33
Savard	Hale	English	B1	48.83

New Hires

Name		Discipline	Salary Placement	Rate
Solis	Alexia	English	A1	48.83
Vanciu	Alina	English	A1	48.83

FACULTY HOURLY - COMMUNITY, INDUSTRY & TECHNOLOGY EDUCATION

Reemployed

Name		Assignment	Salary Placement	Rate
Perez	Carlos	ESL	A1	48.83

EMPLOYMENT OF CLASSIFIED, SHORT-TERM, SUBSTITUTE,
AND/OR STUDENT HOURLY PERSONNEL

SUBSTITUTE HOURLY EMPLOYMENT (AS NEEDED) – (2008 – 2009 School Year)

Born, Jon	Custodian	\$9.76/hr	11/12/08
Rodriguez, Orlando	"	"	10/24/08
Born, Jon	Gardener/Groundskeeper	\$9.99/hr	11/12/08

SHORT-TERM HOURLY EMPLOYMENT (AS NEEDED), VARIABLE HOURS PER DAY & DAYS PER WEEK, FOR A PERIOD NOT TO EXCEED JUNE 30, 2009 OR 175 TOTAL WORKDAYS, WHICHEVER OCCURS FIRST

Caldwell, Lorenzo	Aide-General (Laborer)	\$8.00/hr	08/25/08
Carter, Tylik	"	"	"
Kennedy, Christina	"	"	08/18/08
McCall, Bruce	"	"	"
Rodriguez, Edgar	Aide-Special (Counselor)	\$8.00/hr	10/25/08
Soriano-Landeros, Arnulfo	"	"	09/25/08
Hamilton, Ronessa	Aide-Special (Special Ed.)	\$8.00/hr	10/21/08
Spencer, Aura	"	"	10/22/08
Abassi, Mona	Aide-Special (Tutor)	\$8.00/hr	09/25/08
Desai, Parth	"	"	11/05/08
Hwang, Heekyung	"	"	09/25/08
Kim, WooSuk	"	"	08/25/08
Ortega, Jennifer	"	"	"
Sadornas, Jody	"	"	10/25/08
Garcia, Daisy	Outreach Worker	\$9.07/hr	09/01/08
Garcia, Giovanni	"	"	"
Garcia, Ricardo	"	"	"
Roknipour, Yousef	"	"	"
Santa-Ines, Mark	"	"	"
Wu, Rachel	"	"	"
Devora, Kimmi	Instructional Aide I	\$9.56/hr	10/15/08
Ruiz, Raul	"	"	08/04/08
Van Meeveren, Cindy	"	"	09/08/08
Aguirre, Laura	Intermediate Clerk	\$9.56/hr	11/25/08
Long, Michelle	"	"	10/27/08
Born, Jon	Custodian	\$9.76/hr	11/12/08
Rodriguez, Orlando	"	"	10/24/08

Presented to the Board of Trustees 12/10/08

SHORT-TERM HOURLY EMPLOYMENT (AS NEEDED), VARIABLE HOURS PER DAY & DAYS PER WEEK, FOR A PERIOD NOT TO EXCEED JUNE 30, 2009 OR 175 TOTAL WORKDAYS, WHICHEVER OCCURS FIRST

Born, Jon	Gardener/Groundskeeper	\$9.99/hr	11/12/08
Amaya, Elizabeth	Tutoring Technician	\$9.99/hr	10/20/08
Lucero, Evelyn	"	"	07/01/08
Owoyele, Said Abiola	"	"	09/01/08
Kradolfer, Urs	Program Assistant I	\$9.99/hr	10/03/08
Mendoza, Nancy	"	"	10/25/08
Munoz, Mia Elizabeth	"	"	10/08/08
Rios, Maria	"	"	10/25/08
Sargeran, Azar	"	"	11/04/08
Wagner, Melissa	"	"	"
Williams, Randy	"	"	11/03/08
Zuniga, Mark	Aquatics Specialist	\$10.11/hr	08/18/08
Del Real, Judy	Program Assistant II	\$11.34/hr	10/25/08
Barbeau, Eugenie	Instructional Aide II	\$12.81/hr	07/01/08
Sanchez, Jessica	"	"	11/05/08
Diaz, Diana	EOPS/VEA Assistant	\$13.79/hr	11/10/08
Feist, Astrid	Community Education Specialist	\$29.15/hr	10/15/08
Moreland, Eddie	"	"	09/01/08
Moreland, Eddie	Cont. Ed. Specialist (Business Tech.)	\$50.52/hr	07/01/08
Breman, Timothy	Project Specialist (Technology) Level I	\$75.00/hr	10/15/08
Stotelmyre, Ted	Project Specialist (Technology) Level II	\$100.00/hr	10/01/08

CERRITOS COLLEGE

TO: Board of Trustees
FROM: William C. Farmer, Jr., Acting President/Superintendent *WCF*
DATE: December 10, 2008
SUBJECT: **Second Reading and Consideration of Adoption of Board Policy 3505 – Emergency Response Plan, Board Policy 5800 – Prevention of Identity Theft in Student Financial Transactions and Board Policy 6450 – Wireless or Cellular Phone Use, as Reviewed by the Board at the November 12 Board Meeting**

RECOMMENDATION

It is recommended that the Board of Trustees adopt Board Policy 3505 – Emergency Response Plan, Board Policy 5800 – Prevention of Identity Theft in Student Financial Transactions and Board Policy 6450 – Wireless or Cellular Phone Use, during this second reading and adoption.

OVERVIEW

Cerritos College is in the process of updating and aligning the District's Board Policies with the recommended policies developed through the legal firm of Liebert Cassidy & Whitmore in conjunction with the Community College League of California (CCLC). Cerritos College is one of 59 districts throughout the state who are members of the Board Policy and Administrative Procedure Subscription Service coordinated by the CCLC.

The Community College League of California and the League's Legal Counsel (Liebert Cassidy Whitmore) recommended that all community colleges add the following: Board Policy 3505 to reflect the need for districts to implement a program or plan that complies with National Incident Management System (NIMS) and Standardized Emergency Management System (SEMS) requirements; Board Policy 5800 to comply with the Fair and Accurate Credit Transactions Act (FACT Act), a new federal law that requires any public agency which establishes "covered amounts", i.e. accounts that involve multiple payment or transactions, to implement a program to monitor for identity theft; and Board Policy 6450 to address Internal Revenue Service (IRS) guidelines.

ANALYSIS

The Cerritos College Board Policy Manual is being updated to align with the statewide CCLC recommended Board Policy Manual.

The College Coordinating Committee has conducted thorough reviews of BP 3505, BP 5800 and BP 6450 to ensure accuracy with current District practices and to afford all constituent groups an opportunity for input. These policies are now ready for adoption by the Board of Trustees.

FINANCIAL IMPLICATIONS

No financial impact.

General Institution

1 **BP 3505 EMERGENCY RESPONSE PLAN**

2 **References:**

- 3 Education Code, Sections 32282, 35296, and 42140;
4 Government Code, Sections 3100 and 8607(a);
5 19 California Code of Regulations (CCR), Sections 2400-2450;
6 National Fire Protection Association 1600;
7 Homeland Security Act of 2002;
8 Homeland Security Presidential Directive-5;
9 Executive Order S-2-05

10 The President/Superintendent shall establish procedures that ensure that the District
11 implements a program or plan to be activated in the event of an emergency, or when a
12 natural disaster or hazardous condition occurs. This program or plan must comply with
13 the National Incident Management System (NIMS), the Standardized Emergency
14 Management System (SEMS) and should incorporate the functions and principles of the
15 Incident Command System (ICS), the Master Mutual Aid Agreement (MMAA) and any
16 other relevant programs. The program must incorporate NIMS and SEMS to facilitate
17 the coordination between and among agencies in the event of an emergency or natural
18 disaster.

19 Compliance with NIMS and SEMS mandates include:

- 20 • Establishing a disaster preparedness program or plan
21 • Completion of training sessions by college personnel in compliance with NIMS
22 and SEMS guidelines

23 College personnel must be informed that as public employees, they are also disaster
24 service workers during national, state and local emergencies. The President/
25 Superintendent should ensure that an ICS Team is created to carry out compliance with
26 NIMS and SEMS mandates.

27 Responses to emergencies or natural disasters are organized by SEMS into five
28 categories: field response, local government, operational areas, regions, and the state
29 management level.

30 The plan or program should contain information regarding activation and chain of
31 command responsibilities. Compliance with NIMS mandates requires planning and
32 incorporation for all phases of emergency management including mitigation and
33 prevention, preparedness, response, and recovery. Colleges must comply with NIMS
34 and SEMS to receive state or federal funding.

35 Office of Primary Responsibility: Vice President, Student Services

Date Adopted:

000277

Student Services

1 **BP 5800 PREVENTION OF IDENTITY THEFT IN STUDENT**
2 **FINANCIAL TRANSACTIONS**

3 **References:**

4 Fair and Accurate Credit Transactions Act (Pub.L. 108-159)

5 The District is required to provide for the identification, detection, and response to
6 patterns, practices, or specific activities ("Red Flags") that could indicate theft of
7 students' identities. Because the District serves as a creditor in relation to its students,
8 the President/Superintendent is directed to develop procedures as required by law to
9 implement an Identity Theft Prevention Program (ITPP) to control reasonably
10 foreseeable risks to students from identity theft.

11 Offices of Primary Responsibility: Vice President, Business Services
12 Vice President, Student Services

Date Adopted:

Proposed Cerritos Community College District Policy CCLC No. 6450

Business Services

1 **BP 6450 WIRELESS OR CELLULAR PHONE USE**

2 **References:**

- 3 Vehicle Code, Sections 12810.3, 23123, and 23124;
4 Internal Revenue Code (I.R.C.), Sections 274(d)(4) and 280(d)(4)

5 The President/Superintendent shall determine if it is in the best interest of the District to
6 provide a cellular or wireless phone at the District's expense.

7 Cellular telephones provided by the District are classified by the Internal Revenue
8 Service as "listed property" and may be included as employee wages, unless they are
9 used exclusively for business purposes.

10 Motor vehicle drivers may not use wireless or cellular telephones while operating their
11 vehicles without a hands-free listening device and shall comply with all requirements of
12 California law regarding the use of wireless or cellular telephones in vehicles.

13 Office of Primary Responsibility: Vice President, Business Services

Date Adopted:

CERRITOS COLLEGE

TO: Board of Trustees
FROM: William C. Farmer, Jr., Acting President/Superintendent *WCF*
DATE: December 10, 2008
SUBJECT: **Second Reading and Consideration of Adoption of Chapter 7 Board Policies (Human Resources) – First Portion, as Reviewed by the Board at the November 12 Board Meeting**

RECOMMENDATION

It is recommended that the Board of Trustees adopt Chapter 7 Board Policies (Human Resources) – First Portion, during this second reading and adoption.

OVERVIEW

Cerritos College is in the process of updating and aligning the District's Board Policies with the recommended policies developed through the legal firm of Liebert Cassidy & Whitmore in conjunction with the Community College League of California (CCLC). Cerritos College is one of 59 districts throughout the state who are members of the Board Policy and Administrative Procedure Subscription Service coordinated by the CCLC.

ANALYSIS

The District's current Board Policy Manual has not been revised for more than a decade. Therefore, the Cerritos College Board Policy Manual is being reorganized and updated to align with the statewide CCLC recommended Board Policy Manual.

There are seven chapters of the CCLC recommended Board Policy Manual that include the following sections: 1) The District, 2) Board of Trustees, 3) General Institution, 4) Academic Affairs, 5) Student Services, 6) Business Services, and 7) Human Resources.

The College Coordinating Committee has conducted a thorough review of the policies and procedures in Chapter 7 (Human Resources) – First Portion to ensure accuracy with current District practices and to afford all constituent groups an opportunity for input. This first portion of the chapter is now ready for adoption by the Board of Trustees.

FINANCIAL IMPLICATIONS

No financial impact.

Human Resources

1 BP 7050 EMPLOYEE CONFLICT OF INTEREST

2 References:

3 Government Code, Sections 1126, 82029, 87100, 87302;
4 CCR, Title 2, Section 18705

5 The following policy pertains to all ~~officers and~~ employees of the Cerritos Community
6 College District including the ~~District's Board of Trustees~~. This policy is in addition to
7 the ~~District's Conflict of Interest Code~~ which already pertains to the ~~District's Board of~~
8 ~~Trustees and certain designated employees~~.

9 **A. CONFLICTS OF INTEREST ARE PROHIBITED**

10 No ~~officer, employee, or consultant/contractor or member of the Board of~~
11 ~~Trustees~~ of the Cerritos Community College District shall make, participate in
12 making, or in any way attempt to influence a decision of the Cerritos Community
13 College District in which he or she knows or has reason to know will have a
14 financial effect, distinguishable from its effect on the public generally, on the
15 ~~officer or employee or his or her "immediate family."~~ (Immediate family shall
16 mean spouse and dependent children of an ~~officer, employee, or trustee~~ of the
17 District (Government Code, Section 82029), which includes:

- 18 1. Any business entity in which the ~~officer, employee, consultant/contractor~~
19 or his/her immediate family has an investment;
- 20 2. Any business entity in which the officer, employee, consultant/contractor
21 or his/her immediate family is a director, officer, partner, trustee,
22 employee, or holds any position of management; or,
- 23 3. Any real property in which the officer, employee, consultant/contractor or
24 his/her immediate family has a direct or indirect interest.

25 **B. USE OF CONTRACTORS**

26 In accordance with Government Code, §Section 1126, no designated ~~officer or~~
27 employee filing an Annual Statement shall accept money or gifts from any current
28 contractor providing facilities, grounds, or construction services to the District.
29 Designated ~~officers and~~ employees are required to disclose on the Annual
30 Statement any money or gifts in any amount from any current contractor
31 providing facilities, grounds, or construction services to the District. For purposes
32 of this section, a 'current contractor' refers to any business entity or individual
33 including contractors, suppliers, architects, attorneys, engineers, and insurers,
34 providing services related to the construction of facilities or grounds for the
35 District during the year covered by the Annual Statement.

36 C. PENALTIES

37 Any officer or employee who shall make, participate in making, or in any way
38 attempt to use his or her relationship with the Cerritos Community College
39 District to influence a decision of the Cerritos Community College District in
40 which he or she knows or has reason to know he or she has a prohibited
41 financial interest shall be subject to discipline, including up to dismissal.

42 D. ACADEMIC DECISIONS

43 In the area of academic decisions, the Fair Political Practices Commission has
44 established certain specific exemptions from conflict of interest provisions which
45 are applicable to the Cerritos Community College District. Academic decisions
46 with respect to textbook utilization and other educational materials are also
47 subject to the District's written guidelines for textbooks which appear in the
48 Faculty Handbook. The regulations for academic decisions adopted by the
49 California Fair Political Practices Commission, at Title 2 Code of Administrative
50 the California Code of Regulations (CCR), Section 18705, provide as follows:

51 Section 18705. Academic Decisions.

52 "(a) Except as provided in subsection (b), neither disclosure of financial
53 interests nor disqualification is required under Government Code, Sections
54 87100, 87302, or any Conflict of Interest Code, in connection with:

55 "(1) Teaching decisions, including the selection by a teacher of books or
56 other educational materials for use within his or her own school or
57 institution, and other decisions incidental to teaching;

58 "(2) Decisions made by a person who has teaching or research
59 responsibilities at an institution of higher education to pursue personally a
60 course of academic study or research, to apply for funds to finance such a
61 project, to allocate financial and material resources for such academic
62 study or research, and all decisions relating to the manner or methodology
63 with which such study or research will be conducted. Provided, however,
64 that the provisions of this subsection (2) shall not apply with respect to
65 institution- or campus- wide administrative responsibilities respecting the
66 approval or review of any phase of academic research or study conducted
67 at the institution or campus.

68 "(b) Disclosure shall be required under Government Code, Section 87302
69 or any Conflict of Interest Code in connection with a decision made by a
70 person or persons at an institution of higher education with principal
71 responsibility for a research project to undertake such research, if it is to
72 be funded or supported, in whole or in part, by a contract or grant (or other
73 funds earmarked by the donor for a specific research project or for a
74 specific researcher) from a nongovernmental entity, but disqualification
75 may not be required under Government Code, Sections 87100, 87302, or
76 any Conflict of Interest Code in connection with any such decision if the
77 decision is substantively reviewed by an independent committee
78 established within the institution."

79 E. DISTRIBUTION OF THIS POLICY

80 Copies of this policy shall be distributed by the ~~Personnel Services~~ Human
81 Resources Office to all current and future officers, employees, ~~and members of~~
82 ~~the Board of Trustees.~~

83 See also BP/AP 2710 titled Conflict of Interest and AP 2712 titled Conflict of Interest
84 Code.

85 Office of Primary Responsibility: Human Resources

Date Adopted:

(Replaces former Cerritos CCD Policy 5000.1)

Human Resources

1 **BP 7100 COMMITMENT TO DIVERSITY**

2 **References:**

- 3 Education Code, Sections 87100 et seq.;
- 4 Title 5, Sections 53000 et seq.

5 The District is committed to employing qualified administrators, faculty, and staff
6 members who are dedicated to student success. The Board of Trustees recognizes
7 that diversity in the academic environment fosters cultural awareness, promotes mutual
8 understanding and respect, and provides suitable role models for all students. The
9 Board of Trustees is committed to hiring and staff development processes that support
10 the goals of equal opportunity and diversity and provide equal consideration for all
11 qualified candidates.

12 Office of Primary Responsibility: Human Resources

Date Adopted:

*(This is a new policy recommended by the CC
League and the League's legal counsel)*

Human Resources

1 **BP 7110 DELEGATION OF AUTHORITY**

2 **Reference:**

3 Education Code, Section 70902(d)

4 The Board of Trustees delegates authority to the President/Superintendent to authorize
5 employment, set job responsibilities, and perform other personnel actions provided that
6 all state and federal laws and regulations and Board Policies and Administrative
7 Procedures have been followed, subject to confirmation by the Board.

8 ~~7000.1 The General Personnel Policy provisions apply to all academic and classified~~
9 ~~service employees of the District except as otherwise indicated.~~

10 Office of Primary Responsibility: President/Superintendent

Date Adopted:

(Replaces former Cerritos CCD Policy 7000.1)

Human Resources

1 **BP 7130 COMPENSATION**

2 **References:**

3 Education Code, Sections 70902(b)(4), 87801, and 88160;
4 Government Code, Section 53200

5 The Board of Trustees shall establish salary schedules, compensation, and benefits
6 (including health and welfare benefits) for all classes of employees and each contract
7 employee.

8 ~~7006.1~~ District salary schedules, compensation, and benefits shall be administered in
9 accordance with federal, state, and local laws, and the policies of the Board Policies
10 and Administrative Procedures of Trustees and will be consistent with the terms of
11 respective collective bargaining agreements.

12 ~~7006.2~~ The Board of Trustees may defer the adoption of salary schedules to be paid,
13 pending adoption of the District's budget for the ensuing fiscal year.

14 ~~7006.3 Salary warrant errors~~ Whenever it is determined that a District error has been
15 made in the calculation or reporting in any employee's payroll or in the payment of any
16 employee's salary, the District shall provide the employee with a statement of the
17 correction and a supplement payment normally within five (5) working days of such
18 determination. The employee shall provide written notification to the Payroll
19 Department of any alleged errors. A salary warrant error resulting in an overpayment
20 for an employee shall be corrected and subsequent salary warrant(s) reduced
21 accordingly after the District provides written notification to said employee.

22 ~~7006.4 Lost Salary Warrants~~ If an employee: a) loses a salary warrant after receipt, b)
23 fails to receive a salary warrant within ten (10) workdays of the date of mailing, or c)
24 fails to cash a salary warrant within six (6) months of the issuance date, said employee
25 shall immediately notify the Payroll Department and as soon as administratively
26 practicable a new salary warrant shall be issued. The District shall charge said
27 employee for the actual and necessary expense of reissuing a warrant in cases of the
28 loss of a salary warrant or failure to cash a salary warrant within the time period
29 specified above.

30 Office of Primary Responsibility: Human Resources

Date Adopted:

(Replaces former Cerritos CCD Policy 7006)

Human Resources

1 BP 7210 ACADEMIC EMPLOYEES

2 References:

3 Education Code, Sections 87400 et seq., 87419.1, 87600 et seq., and 87482.8;
4 Title 5, Section 51025

5 Academic employees are all persons employed by the District in academic positions.
6 Academic positions include every type of service, other than paraprofessional service,
7 for which minimum qualifications have been established by the Board of Governors for
8 the California Community Colleges.

9 ~~7000.2 The term "academic employee" includes all employees serving in academic~~
10 ~~positions pursuant to Education Code Section 87001, which are positions for which~~
11 ~~minimum qualifications have been established pursuant to Education Code Section~~
12 ~~87356.~~

13 ~~7200.1 The term "academic employee" includes all employees serving in academic~~
14 ~~positions pursuant to Education Code Section 87001, which are positions for which~~
15 ~~minimum qualifications for hire have been established pursuant to Education Code~~
16 ~~Section 87356.~~
17 ~~(Required Education Code Section 87001)~~

18 ~~7200.2 The term "faculty employee" includes all academic employees serving in~~
19 ~~academic positions which are not designated as "educational administrator" positions.~~
20 ~~(Required Education Code Section 87002)~~

21 Faculty members are those employees who are employed by the District in academic
22 positions that are not designated as educational administrators or managers. Faculty
23 employees include, but are not limited to, instructors, librarians, counselors, and
24 professionals in DSPS, and EOPS.

25 ~~The term "faculty employee" includes all academic employees serving in "academic~~
26 ~~positions" which are not designated as "educational administrator" positions.~~

27
28 Decisions regarding tenure of faculty shall be made in accordance with the evaluation
29 procedures established for the evaluation of probationary faculty contained in the
30 collective bargaining agreement and in accordance with the requirements of the
31 Education Code.

32 A bachelor's degree or the equivalent, from an accredited educational institution, shall
33 be the minimum degree requirement for obtaining tenure as a faculty member in the

34 District. The Board of Trustees reserves the right to determine whether a faculty
35 member shall be granted tenure.

36 ~~7201.1 Faculty employees are granted tenure in accordance with the provisions of the~~
37 ~~Education Code. (Required Education Code Sections 87608, 87609, and 87610)~~

38 ~~7201.2 A probationary faculty employee is an employee serving in employment based~~
39 ~~upon a contract pursuant to the provisions of the Education Code.~~
40 ~~(Required Education Code Sections 87608, 87609, and 87610)~~

41 ~~7201.3 A tenured faculty employee is an employee who has completed the~~
42 ~~probationary employment contract period and been granted tenured status for all~~
43 ~~subsequent academic years of employment.~~
44 ~~(Required Education Code Sections 87608, 87609, and 87610)~~

45 ~~7201.4 For probationary faculty employees hired on or after July 1, 1990, the minimum~~
46 ~~degree requirement for obtaining tenure as a faculty member in the District shall be that~~
47 ~~the employee possess a bachelor's degree or equivalent from an accredited institution,~~
48 ~~or an equivalent foreign degree as determined by the Board of Governors. The Board~~
49 ~~of Trustees may grant tenure to faculty members who do not meet this minimum degree~~
50 ~~requirement in accordance with the provisions of Education Code Section 87615.~~
51 ~~(Required Education Code Sections 87355-87359.1; Title 5 Code Sections 53410 et~~
52 ~~seq.)~~

53 ~~7201.5 Notices of decisions regarding continued employment of probationary faculty~~
54 ~~employees shall be given to such employees in accordance with the provisions of~~
55 ~~Education Code Section 87610. (Required Education Code Section 87610)~~

56 The District may employ temporary faculty from time to time as required by the interests
57 of the District. Temporary faculty may be employed full time or part time. The Board of
58 Trustees delegates authority to the President/Superintendent to determine the extent of
59 the District's needs for temporary faculty.

60 Notwithstanding this policy, the District shall comply with its goals under the Education
61 Code regarding the ratio of full-time to part-time faculty to be employed by it and for
62 making progress toward the standard of 75% of total faculty work load hours taught by
63 full-time faculty.

64 Offices of Primary Responsibility: Vice President, Academic Affairs
Human Resources

Date Adopted:

*(Replaces former Cerritos CCD Policies
7000.2, 7000.3, 7200, and 7201)*

000288

Human Resources

1 BP 7233 WORK OUT OF CLASSIFICATION

2 Reference:

3 Education Code, Section 88010

4 ~~Out-of-class pay for classified employees will be granted and paid in accordance with~~
5 ~~the CSEA Contract, Board Policy and appropriate state codes and regulations. It is the~~
6 ~~intent of the Board of Trustees that no classified, confidential, or management employees~~
7 ~~will not be worked out of classification for an indefinite period of time but and that such~~
8 ~~out-of-classification work assignments will be of a temporary nature as prescribed in the~~
9 ~~Education Code. The Board of Trustees shall approve assignments lasting longer than~~
10 ~~forty five (45) calendar days. (APPLICABLE TO ALL CLASSIFIED EMPLOYEES)~~

11 The Board of Trustees authorizes the President/Superintendent to establish and maintain
12 procedures for classified, confidential, and management employees who work out of
13 classification. The procedures for classified employees who work out of classification are
14 established and maintained in the collective bargaining agreement. The procedures for
15 confidential employees who work out of classification are maintained in the Confidential
16 Employees' Handbook. The procedures for management employees who work out of
17 classification are established and maintained in the Management Employees' Handbook.

18 ~~7311.1 An employee required to work in a higher classification with prior approval of~~
19 ~~the employee's immediate manager shall qualify for out-of-class pay if the employee~~
20 ~~works for five (5) workdays or more within a 15 calendar day period. The employee~~
21 ~~shall have his/her salary adjusted upward for the entire period he/she is required to~~
22 ~~work out of classification and in such amounts as will reasonably reflect the duties~~
23 ~~required to be performed outside his/her normal assigned duties. Salary adjustments~~
24 ~~shall be made so that the employee is placed on the lowest column of the higher~~
25 ~~classification resulting in at least a five percent (5%) increase in pay (but not lower than~~
26 ~~column B unless the employee is currently on column A).~~

27 ~~7109.3 (Board Approved 02/05/03)~~

28 ~~Extra pay for managers for non-faculty assignments that are judged to be over and~~
29 ~~above "related duties as assigned" must be approved by the Board of Trustees. Such~~
30 ~~assignments will be for a defined period of time and for a clearly defined purpose.~~
31 ~~Standard Compensation will be based on the manager's computed hourly rate. Other~~
32 ~~methods of additional compensation would be considered on a case by case basis and~~
33 ~~would need approval by the Board of Trustees.~~

34 Office of Primary Responsibility: Human Resources

Date Adopted:

*(Replaces former Cerritos CCD Policies 7311
and 7109)*

000289

Proposed Cerritos Community College District Policy CCLC No. 7234

Human Resources

1 **BP 7234 OVERTIME**

2 **References:**

3 Education Code, Sections 88027, 88028, 88029, and 88030
4 29 Code of Federal Regulations, Part 541, Sections 541.102 and 541.301 (Fair
5 Labor Standards Act)

6 Overtime compensation provisions for classified employees are established and
7 maintained in the collective bargaining agreement. Provision for compensatory time off
8 in lieu of payment for overtime are established and maintained in the collective
9 bargaining agreement.

10 Overtime compensation provisions for confidential employees will be maintained by the
11 District in administrative procedures.

12 The District will maintain provisions for overtime compensation for temporary hourly
13 employees in administrative procedures.

14 ~~7106.1—All management employees shall be~~ Educational administrators and classified
15 managers are excluded from overtime wage compensation provisions pursuant to by
16 federal law and Education Code Section 88029. Faculty members are excluded from
17 overtime wage provisions by federal law.

18 Office of Primary Responsibility: Human Resources

Date Adopted:

(Replaces former Cerritos CCD Policy 7106.1)

Human Resources

1 BP 7250 EDUCATIONAL ADMINISTRATORS

2 References:

3 Education Code, Sections 72411 et seq., 87002(b), and 87457-87460;
4 Government Code, Sections 3540.1(g) and (m)

5 An administrator is a person employed by the Board of Trustees in a management
6 position as defined in Government Code, Sections 3540 et seq. Educational
7 administrators are those who exercise direct responsibility for supervising the operation
8 of or formulating policy regarding the instructional or student services programs of the
9 District.

10 Duties and Responsibilities

11 Educational administrators, regardless of job description, have authority to recommend
12 the hire, transfer, suspension, promotion, discharge, assignment and/or discipline of
13 employees. Educational administrators have the responsibility to assign, direct and
14 evaluate the work of employees, and/or address employee grievances. All
15 ~~management-employees~~ Educational administrators have the responsibility as specified
16 in their Board approved job descriptions to plan, organize, and administer the activities
17 of the department, office or division efficiently in accordance with federal, state, and
18 local laws, Board Policies, Administrative Procedures, employee handbooks, and
19 collective bargaining agreements.

20 Appointments

21 The appointments of the President/Superintendent, ~~Vice President of Academic Affairs,~~
22 ~~Vice President of Business Services, Vice President of Student Services,~~ and any other
23 contract positions as established by the Board of Trustees are established by contracts
24 and continued by the action of the Board of Trustees.

25 All other ~~management~~ educational administrator positions are offered and held on
26 recommendation of the President/Superintendent with the approval of the Board of
27 Trustees. Appointments to educational administrator positions, other than those
28 controlled by management contract as specified in Board Policy, shall be continued
29 from year to year unless appropriate notice is given in the manner prescribed by law.

30 Terms and Conditions of Employment

31 The President/Superintendent shall provide, subject to approval of the Board of
32 Trustees, regulations regarding management employees' rights, terms and conditions of
33 employment. Management employees' concerns on matters related to wages, hours of
34 employment and other terms and conditions of employment shall be communicated to
35 the Board of Trustees by the President/Superintendent or his/her designee.

36 A full-time management assignment is defined as a 40-hour workweek; however,
37 managers may be required and/or expected to render any additional time as may be
38 necessary to fulfill their management responsibilities and/or meet District needs.

39 **Reassignment**

40 Educational administrators ~~employees~~ do not acquire and cannot obtain tenured status
41 as ~~management employees~~ educational administrators, but are eligible for and may
42 hold status in other capacities in the ~~Cerritos Community College~~ District in accordance
43 with Education Code Section 87458. An educational administrator who has not
44 previously acquired tenure as a faculty member in the District shall have the right to
45 become a first year probationary faculty member once his or her administrative
46 assignment expires or is terminated, if the following criteria are met:

- 47 • The administrator meets the criteria established by the District for minimum
48 qualifications for a faculty position, in accordance with procedures developed
49 jointly by the President/Superintendent and the Faculty Senate and approved by
50 the Board of Trustees. The Board shall rely primarily on the advice and judgment
51 of the Faculty Senate to determine that an administrator possesses minimum
52 qualifications for employment as a faculty member.
- 53 • The requirements of Education Code, Section 87458(c) and (d), or any
54 successor statute, are met with respect to prior satisfactory service and reason
55 for termination of the administrative assignment.

56 **Compensation**

57 Educational administrators shall be compensated in the manner provided for by the
58 appointment or contract of employment and/or are compensated according to the terms
59 of the management salary schedule. The management salary schedule shall be set by
60 the Board of Trustees upon recommendation by the President/Superintendent.
61 Educational administrators will originally be placed on the appropriate salary schedule
62 according to position by the President/Superintendent.

63 **Benefits**

64 Educational Administrators shall be entitled to health and welfare benefits made
65 available by action of the Board of Trustees upon recommendation by the
66 President/Superintendent.

67 Educational administrators shall be entitled to vacation leave, sick leave, and other
68 leaves as provided by law, Board Policies and Administrative Procedures.

69 ~~The term "educational administrator" includes all management employees serving in~~
70 ~~academic positions designated by the Board of Trustees as having direct responsibility~~
71 ~~for supervising the operation of or implementing policy regarding the instructional or~~
72 ~~student services programs of the District.~~

73 ~~The term "management employee" includes all employees serving in "educational~~
74 ~~administrator" or "classified management" positions.~~

- 75 ~~7100.1 Management employees of the Cerritos Community College District consists of~~
76 ~~all "educational administrator" and "classified management" employees compensated~~
77 ~~on the management salary schedule. Positions on this schedule are those which meet~~
78 ~~the criteria of "management employee" as defined in Government Code 3540.1, "any~~
79 ~~employee in a position having significant responsibilities for formulating and~~
80 ~~administering district programs."~~
81 ~~(Government Code Section 3440.1; Education Code Section 87002)~~
- 82 ~~7100.2 The positions of President/Superintendent, Vice President of Academic Affairs,~~
83 ~~Vice President of Business Services, Vice President of Student Services, and any other~~
84 ~~contract management position shall also be included in the above definition.~~
85 ~~(Government Code Section 3540.1; Education Code Section 87002)~~
- 86 ~~7100.3 Educational administrator positions are those designated by the Board of~~
87 ~~Trustees as academic positions having direct responsibility for supervising the operation~~
88 ~~of or formulating policy regarding the instructional or student services programs of the~~
89 ~~District pursuant to the provisions of the Education Code.~~
90 ~~(Education Code Section 87002[b])~~
- 91 ~~7104.4 Educational administrator employees are subject to and governed by sections~~
92 ~~of the Education Code dealing with academic employees and appropriate sections of~~
93 ~~Cerritos Community College District policies.~~
94 ~~(Required Education Code Section 87001 and 87356)~~
- 95 Office of Primary Responsibility: Human Resources

Date Adopted:

*(Replaces former Cerritos CCD Policies
7000.4, 7000.6, 7101.1, 7101.2, 7101.3, and
7103)*

Human Resources

1 **BP 7260 CLASSIFIED MANAGERS**

2 **References:**

3 Education Code, Sections 70902; 72411; 87002(c); 88003; 88013; 88120;
4 88124; 88191;
5 Government Code, Sections 3540.1(g) and (m)

6 Classified managers are administrators who are not employed as educational
7 administrators. Classified managers are those classified administrators, regardless of
8 job description, who have significant responsibilities for formulating District policies
9 and/or administering District programs other than the educational programs of the
10 District.

11 Classified managers are employed in the same manner as the other members of the
12 classified service. Employment shall be consistent with other provisions of these Board
13 Policies and Administrative Procedures regarding employment of classified employees.

14 **Duties and Responsibilities**

15 Classified managers, regardless of job description, have authority to recommend the
16 hire, transfer, suspension, promotion, discharge, assignment, and/or discipline of
17 employees. Classified managers have the responsibility to assign, direct and evaluate
18 the work employees, and/or address employee grievances. Classified managers have
19 the responsibility as specified in their Board approved job descriptions to plan,
20 organize, and administer the activities of the department, office or division efficiently in
21 accordance with federal, state, and local laws, Board Policies, Administrative
22 Procedures, employee handbooks, and collective bargaining agreements.

23 **Appointments**

24 The appointments to contract positions as established by the Board of Trustees are
25 established by contracts and continued by the action of the Board of Trustees.

26 Classified management positions are offered and held on recommendation of the
27 President/Superintendent with the approval of the Board of Trustees.

28 **Probationary Period and Permanent Status**

29 The probationary employment period for all classified managers~~ment employees~~ shall
30 be 12 calendar months of actual service which shall be deemed to include days of
31 absence for illness or injury to which the ~~employee~~ manager is entitled without loss of
32 pay pursuant to the requirements and authority of Section 88191 of the Education Code.
33 The probationary period shall commence on the first day of paid service.

34 Continued employment of probationary ~~employees~~ classified managers is subject to
35 successful completion of the probationary period. During the probationary period,
36 ~~classified management employees~~ shall be subject to disciplinary action and/or
37 noncontinuance of probationary employment and shall not have a right to a hearing.

38 Upon completion of the required probationary employment period by a classified
39 ~~management employee~~, such ~~employee~~ manager is hereby designated as a
40 permanent employee and shall be subject to disciplinary action only for cause as
41 prescribed in the Board Policy governing discipline of classified employees.

42 **Terms and Conditions of Employment**

43 The President/Superintendent shall provide, subject to approval of the Board of
44 Trustees, regulations regarding management employees' rights, terms and conditions of
45 employment. Management employees' concerns on matters related to wages, hours of
46 employment and other terms and conditions of employment shall be communicated to
47 the Board of Trustees by the President/Superintendent or his/her designee.

48 A full-time management assignment is defined as a 40-hour workweek; however;
49 managers may be required and/or expected to render any additional time as may be
50 necessary to fulfill their management responsibilities and/or meet District needs.

51 **Compensation**

52 Classified managers will be compensated in the manner provided for by the
53 appointment or contract of employment and/or are compensated according to the terms
54 of the management salary schedule. The management salary schedule will be set by
55 the Board of Trustees upon recommendation by the President/Superintendent.
56 Classified managers will originally be placed on the appropriate salary schedule
57 according to position by the President/Superintendent.

58 **Benefits**

59 Classified managers will be entitled to health and welfare benefits made available by
60 action of the Board of Trustees upon recommendation by the President/Superintendent.

61 Classified managers will be entitled to vacation leave, sick leave, and other leaves as
62 provided by law, Board Policies and Administrative Procedures.

63 ~~The term "classified management employee" includes all management employees not~~
64 ~~employed in academic (educational administrator) positions, and employed pursuant to~~
65 ~~the provisions of Education Code, Section 88003 and having direct responsibility for~~
66 ~~supervising the operation of or implementing policy within their area of responsibility.~~

67 ~~7100.4 Classified management positions are those management positions performing~~
68 ~~duties other than those of an educational administrator position and employed under the~~
69 ~~provisions for classified employment under the Education Code.~~
70 ~~(Education Code Section 87002{c})~~

71 ~~7109.1 All management employees will originally be placed on the appropriate salary~~
72 ~~schedule according to position by the President/Superintendent. Advancement from~~
73 ~~one column to the next column on the appropriate salary schedule shall be dependent~~
74 ~~upon the recommendation of the manager's immediate manager and subject to~~
75 ~~approval by the President/Superintendent. Advancements that are approved shall be~~
76 ~~made effective July 1 of each subsequent school year.~~

77 Office of Primary Responsibility: Human Resources

Date Adopted:

*(Replaces former Cerritos CCD Policies
7000.5, 7100.4, and 7108)*

Human Resources

1 BP 7310 NEPOTISM

2 References:

- 3 Government Code, Sections 1090 et seq. and 12920 et seq.;
- 4 Education Code, Section 88194;
- 5 Family Code, Sections 297 et seq.

6 The District does not prohibit the employment of a relative, an immediate family member
7 or domestic partner (as defined by Family Code, Sections 297 et seq.) of a current
8 employee in the same department or division, with the exception that they shall not be
9 assigned to a position within the same department, division, or site that has an
10 immediate family member, as defined below, who is in a position to recommend or
11 influence personnel decisions. Any employee of the District is also prohibited from
12 making any admissions, financial aid, work-study, student hourly employment or
13 internship decisions for student(s) who are relatives, domestic partners or in their
14 immediate family.

15 Personnel decisions include appointment, retention, evaluation, tenure, work
16 assignment, promotion, demotion, or salary of the relative or domestic partner.

17 ~~The term "immediate family" Relative or immediate family member as used in this policy~~
18 ~~refers to father, mother, brother, sister, husband, wife, spouse, child, grandchild,~~
19 ~~stepfather, stepmother, stepson, stepdaughter, mother-in-law, father-in-law, brother-in-~~
20 ~~law, sister-in-law, son-in-law, daughter-in-law, grandfather, grandfather-in-law,~~
21 ~~grandmother, grandmother-in-law of the employee, foster parents of the employee in~~
22 ~~lieu of father or mother, foster children of the employee living in the employee's~~
23 ~~immediate household, or any relative or family members living in the employee's~~
24 ~~immediate household. (Education Code Section 88194) Pursuant to Board Policy 7510,~~
25 ~~a domestic partner and his/her immediate family members shall have, insofar as~~
26 ~~permitted by California law, the same consideration as a spouse.~~

27 ~~7028.1 Relatives of employees may be employed by the District, but not directly or~~
28 ~~indirectly under the supervision of a member of the employee's immediate family as~~
29 ~~defined below. This policy also applies to students who are immediate family members~~
30 ~~of District employees and are qualified for student work-study programs, and student~~
31 ~~hourly positions.~~

32 ~~7028.2 At Anytime a member of the that an immediate family of any member or~~
33 ~~relative of a member of the Board of Trustees is being considered for employment in~~
34 ~~any regular full-time, part-time, or hourly capacity by the District, said member of the~~
35 ~~Board of Trustees shall make known immediate the family relationship before action is~~

36 taken. Immediate family is defined as father, mother, brother, sister, husband, wife,
37 child, grandchild, stepfather, stepmother, stepson, stepdaughter, mother-in-law, father-
38 in-law, brother-in-law, sister-in-law, son-in-law, daughter-in-law, grandfather,
39 grandfather-in-law, grandmother, grandmother-in-law of Board Member, foster parents
40 of Board member in lieu of father or mother, foster children of Board Member living in
41 the Board member's immediate household, or any relative living in the Board Member's
42 immediate household.

43 The District will make reasonable efforts to assign job duties to minimize the potential
44 for creating an adverse impact on supervision, safety, security, or morale, or creating
45 other potential conflicts of interest in dealing with employment of immediate family
46 members.

47 Notwithstanding the above, the District retains the right where such placement has the
48 potential for creating an adverse impact on supervision, safety, security, or morale, or
49 involves other potential conflicts of interest, to refuse to place relatives or immediate
50 family members in the same department, division, or facility. The District retains the
51 right to reassign or transfer any person to eliminate the potential for creating an adverse
52 impact on supervision, safety, security, or morale, or involves other potential conflicts of
53 interest.

54 Office of Primary Responsibility: Human Resources

Date Adopted:

*(Replaces former Cerritos CCD Policies
7000.14 and 7028)*

Proposed Cerritos Community College District Policy CCLC No. 7330

Human Resources

1 **BP 7330 COMMUNICABLE DISEASE**

2 **References:**

3 Education Code, Sections 87408, 87408.6, and 88021

4 All newly hired academic employees who have not previously been employed in a school
5 district in California shall have on file a medical certificate indicating freedom from
6 communicable diseases, including active tuberculosis. No academic employee shall
7 commence service until such medical certificate has been provided to the District.

8 All newly hired employees who have not previously been employed in a school district in
9 California must show that they have been examined within the past 60 days to determine
10 that they are free from active tuberculosis.

11 All employees shall be required to undergo a periodic examination to determine if they are
12 free from active tuberculosis.

13 See Also AP 7335 titled Health Examinations and AP 7336 titled Certification of Freedom
14 from Tuberculosis.

15 Office of Primary Responsibility: Human Resources

Date Adopted:

*(This is a new policy recommended by the CC
League and the League's legal counsel)*

Human Resources

1 **BP 7335 HEALTH EXAMINATIONS**

2 **References:**

- 3 42 U.S. Code, Section 12112;
4 29 C.F.R., Part 1630;
5 Government Code, Section 12940

6 The District may require examinations of candidates for appropriate positions prior to
7 assuming the duties of the position. Such pre-employment medical examinations shall
8 be required of any candidate for a position for which a pre-employment medical
9 examination has been deemed appropriate. No candidate will be required to participate
10 in such an examination solely on the basis of the candidate's age or disability.

11 The Board of Trustees, the President/Superintendent or his/her designee may require
12 any employee to undergo a physical or mental examination at any time it appears to be
13 in the District's interest to obtain verification of an employee's fitness for duty. Such
14 medical examinations will be at the District's expense and will be conducted by a
15 physician chosen by the District.

16 ~~(Reference: Education Code Sections 87408-87408.6 and 88021)~~
17 ~~When any concern arises about whether an employee can perform the essential duties~~
18 ~~of his/her position, the immediate supervisor, in consultation with the Personnel~~
19 ~~Services Office, may require the employee to undergo a medical examination by a~~
20 ~~licensed physician designated by the District. In such a case, the examination will be~~
21 ~~paid for by the District.~~

22 Office of Primary Responsibility: Human Resources

Date Adopted:

*(Replaces former Cerritos College Policy
7034)*

Human Resources

1 **BP 7346 MILITARY LEAVE**

2 **References:**

- 3 Military and Veteran's Code, Sections 389 et seq.;
- 4 Education Code, Sections 87018, 87700, 87832, and 88116;
- 5 38 U.S. Code, Sections 4301 et seq.

6 The District will grant a temporary military leave of absence to employees who are
7 members of the Armed Forces, the National Guard, or the Naval Militia who are ordered
8 to active duty in accordance with state and federal law and the collective bargaining
9 agreements.

10 ~~The District shall grant a temporary military leave of absence to employees who are~~
11 ~~members of reserve military units and the National Guard who are ordered to active~~
12 ~~military duty in accordance with the provisions of Sections 389 and 395 of the military~~
13 ~~and Veterans Code.~~

14 Office of Primary Responsibility: Human Resources

Date Adopted:

*(Replaces former Cerritos College Policy
7015)*

Human Resources

1 **BP 7365 DISCIPLINE AND DISMISSAL – CLASSIFIED EMPLOYEES**

2 **References:**

3 Education Code, Sections 88013 and 88016

4 The President/Superintendent shall enact procedures for the disciplinary proceedings
5 applicable to permanent classified employees of the District. Such procedures shall
6 conform to the requirements of the Education Code.

7 The Board of Trustees' determination of the sufficiency of the cause for disciplinary
8 action of a classified employee shall be conclusive.

9 No disciplinary action shall be taken for any cause that arose prior to the employee
10 becoming permanent or for any cause that arise more than two years preceding the
11 date of the filing of any charge against the employee, unless the cause was concealed
12 or not disclosed by the employee when it could be reasonably assumed that the
13 employee should have disclosed the facts to the District.

14 **Discipline**

15 7334.1 No employee in the classified service shall be disciplined because of his/her
16 political or religious opinions or affiliations, or race, color, sex, age, national origin,
17 ancestry, marital status or other category prohibited by law.

18 7334.2 The Board of Trustees retains broad discretionary powers in the matters of
19 imposition of disciplinary actions on classified employees. A permanent classified
20 employee of the District shall be accorded rights to due process in relation to
21 disciplinary actions.

22 **Probationary Dismissal**

23 7335.1 At any time prior to the expiration of the probationary period, the Board of
24 Trustees may, at its sole discretion, dismiss a probationary classified employee from
25 District employment without cause. A probationary classified employee shall not be
26 entitled to an appeal or to a hearing.

27 **Cause for Discipline**

28 7335.2 A permanent classified employee shall be subject to disciplinary action for cause
29 including but not limited to demotion, suspension or dismissal from employment.
30 The term "cause" shall include, but shall not be limited to the following:

- 31 1) Incompetency or inefficiency in the performance of the duties of the position held.
- 32 2) Insubordination (including, but not limited to, refusal to do assigned work), or
- 33 insolence or disrespect toward authority.
- 34 3) Carelessness or negligence in the performance of duty or in the care or use of
- 35 District property.
- 36 4) Discourteous, offensive, or abusive conduct or language toward other employees,
- 37 students, or the public.
- 38 5) Dishonesty.
- 39 6) Possession, consumption, or being under the influence of alcoholic beverages or
- 40 intoxicants while on duty.
- 41 7) Unauthorized use or possession during working time of any illegal drugs or
- 42 controlled substances or prescription drugs for which an employee does not have a
- 43 valid, current prescription issued to him/her.
- 44 8) Personal conduct unbecoming an employee of the District, whether or not such
- 45 conduct amounts to a crime.
- 46 9) Conviction of a felony or of any crime involving moral turpitude, or any crime bringing
- 47 discredit upon the District.
- 48 10) Conviction of a sex offense as defined in Education Code Section 87010.
- 49 11) Absence and/or repeated tardiness without authority or sufficient reason.
- 50 12) Excessive absenteeism and/or tardiness regardless of reason.
- 51 13) Abuse of leave privileges.
- 52 14) ~~Violation of the Oath of Allegiance, or~~ Falsification or omission of any information
- 53 supplied or required to be supplied to the college District, including but not limited
- 54 to, information supplied on application forms, employment records, or any other
- 55 college District records.
- 56 15) Violation or refusal to obey the school laws of the state or reasonable regulations
- 57 prescribed for the government of community colleges by the Board of Governors or
- 58 by the ~~governing board~~ Board of Trustees of the college District.
- 59 16) Offering of anything of value or offering any service in exchange for special
- 60 treatment in connection with the employee's job or employment, or accepting
- 61 anything of value or any service in exchange for granting any special treatment to
- 62 another employee or to any member of the public.
- 63 17) Willful refusal to follow the lawful directives of the employee's supervisor or other
- 64 supervisory or managerial directives.
- 65 18) Willful failure of good conduct tending to injure the public service.
- 66 19) Abandonment of position, by being absent without authorization for five (5) or more
- 67 days.
- 68 20) Immoral conduct.
- 69 21) Evident unfitness for service.
- 70 22) Conduct in violation of Section 88122 of the Education Code (~~membership in the~~
- 71 ~~Communist Party~~).
- 72 23) Failure to pay bills, resulting in frequent contacts by creditors with the District, to the
- 73 extent that discipline for such conduct is not prohibited by law.
- 74 24) Engaging in political activities during assigned hours of duty.
- 75 25) Inability to meet requirement of job description, including but not limited to,
- 76 possession of licenses, etc.

77 26) Any conduct that threatens or tends to threaten the welfare and/or the property of
78 the students or employees of the District, including the employee(s) involved in the
79 conduct.

80 Office of Primary Responsibility: Human Resources

Date Adopted:

*(Replaces former Cerritos CCD Policies 7333,
7334, and 7335)*

Proposed Cerritos Community College District Policy CCLC No. 7510

Human Resources

1 **BP 7510 DOMESTIC PARTNERS**

2 **References:**

3 Family Code, Sections 297, 298, 298.5, 297.5, 299, 299.2, and 299.3

4 Domestic partners registered with the California Secretary of State shall have, insofar
5 as permitted by California law, all of the same rights, protections, and benefits, as well
6 as the same obligations, responsibilities, and duties of married persons (spouses) under
7 state law. Former domestic partners shall have all of the rights and obligations of
8 former spouses. Surviving domestic partners shall have the same rights, protections,
9 and benefits as are granted to a surviving spouse of a decedent.

10 Therefore, all references to “spouses” in the District’s policies or administrative
11 procedures shall be read to include registered domestic partners as permitted by
12 California law.

13 Office of Primary Responsibility: Human Resources

Date Adopted:

*(This is a new policy recommended by the CC
League and the League’s legal counsel)*

Human Resources

1 BP 7600 CAMPUS POLICE

2 References:

3 Education Code, Sections 72330 et seq.

4 The Board of Trustees has established a Campus Police Department under the
5 supervision of one Chief of Campus Police, who shall report directly to the Vice
6 President of Student Services. The department shall have jurisdiction to enforce the
7 law on or near the campus as provided by law and/or mutual aid agreements covering
8 contiguous law enforcement agency territory.

9 Campus police officers shall be employed as members of the classified service but
10 shall, when duly sworn, be peace officers as defined by law. Prior to employment, they
11 shall satisfy the training requirements set out in Penal Code, Sections 830 et seq.

12 The President/Superintendent shall establish minimum qualifications of employment for
13 the Chief of Campus Police including, but not limited to, prior employment as a peace
14 officer or completion of a peace officer training course approved by the Commission on
15 Peace Officers' Standards and Training (POST).

16 The President/Superintendent shall ensure that every sworn member of the police
17 department first employed by the District before July 1, 1999 satisfies the requirements
18 of state law regarding qualifications for continued employment.

19 Every sworn member of the Campus Police Department shall be issued a suitable
20 identification card and badge bearing the words "Cerritos College Police".

21 The President/Superintendent, in cooperation with the Chief of Campus Police, shall
22 issue such other regulations as may be necessary for the administration of the Campus
23 Police Department.

24 ~~Under California Penal Code Section 830.32[a], Cerritos Community College has~~
25 ~~established a Cerritos College Campus Police Department.~~

26 ~~4301 The objective of the Cerritos Community College Police Department is to~~
27 ~~maintain, to the extent possible, a safe and crime free environment on the Cerritos~~
28 ~~College campus and on all property operated by the District. Members are to~~
29 ~~accomplish this objective through appropriate enforcement of state and local laws,~~
30 ~~being of assistance to the college public and support of college staff and students,~~
31 ~~providing an overall service to assist the college community in its accomplishment of its~~
32 ~~objectives, and implementation of appropriate crime prevention measures.~~

33 ~~4302 Under the general direction of the Vice President of Student Services, the Chief of~~
34 ~~Campus Police is responsible for the administration of the Cerritos College District~~
35 ~~Campus Police Department.~~

36 Also see AP 7600 titled Campus Police.

37 Offices of Primary Responsibility: Vice President of Student Services
38 Human Resources

Date Adopted:

*(Replaces former Cerritos College Policies
4300-4302)*

Human Resources

1 **BP 7700 WHISTLEBLOWER PROTECTION**

2 **References:**

- 3 Education Code, Sections 87160-87164;
4 California Labor Code, Section 1102.5;
5 Government Code, Section 53296;
6 Private Attorney General Act of 2004 (Labor Code, Section 2698)

7 The President/Superintendent shall establish procedures regarding the reporting and
8 investigation of suspected unlawful activities by District employees, and the protection
9 from retaliation of those who make such reports in good faith and/or assist in the
10 investigation of such reports. For the purposes of this policy and any implementing
11 procedures, "unlawful activity" refers to any activity—intentional or negligent—that
12 violates state or federal law, local ordinances, or Board Policy.

13 The procedures shall provide that individuals are encouraged to report suspected
14 incidents of unlawful activities without fear of retaliation, that such reports are
15 investigated thoroughly and promptly, remedies are applied for any unlawful practices
16 and protections are provided to those employees who, in good faith, report these
17 activities and/or assist the District in its investigation.

18 Furthermore, District employees shall not: (1) retaliate against an employee or
19 applicant for employment who has made a protected disclosure, assisted in an
20 investigation, or refused to obey an illegal order; or (2) directly or indirectly use or
21 attempt to use the official authority or influence of his or her position for the purpose of
22 interfering with the right of an applicant or an employee to make a protected disclosure
23 to the District. The District will not tolerate retaliation and will take whatever action may
24 be needed to prevent and correct activities that violate this policy, including discipline of
25 those who violate it up to and including termination.


26 Office of Primary Responsibility: President/Superintendent

Date Adopted:

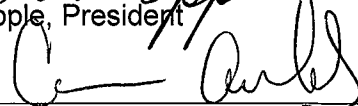
*(This is a new policy recommended by the CC
League and the League's legal counsel)*

CERRITOS COMMUNITY COLLEGE DISTRICT
MINUTES OF THE SPECIAL MEETING
OF THE BOARD OF TRUSTEES
DECEMBER 16, 2008

- I. CALL TO ORDER The meeting was called to order at 6:30 p.m. by Mr. Epple, the Board President. Those present were:
- Mr. Bob Arthur Mr. Bob Epple
Ms. Carmen Avalos Dr. Bob Hughlett
Dr. Tina Cho Mr. Tom Jackson
Dr. Ted Edmiston
- Jason Macias, Student Trustee was not present. Others present were the Acting Director of Human Resources and the Director of Public and Governmental Relations.
- II. PLEDGE OF ALLEGIANCE The flag salute was led by Mr. Epple.
- III. PUBLIC PRESENTATIONS There were no public presentations.
- IV. ADMINISTRATIVE MATTERS A. Stan Arterberry of Ralph Andersen & Associates gave a presentation on the proposed selection process for the President/Superintendent position.
- B. Mr. Epple opened discussion regarding the Recruitment and Selection Process for President/Superintendent Position. The Board agreed that there should be a minimum of three candidates and no maximum number of candidates forwarded to the Board for consideration. After further discussion, it was moved by Mr. Arthur and seconded by Dr. Edmiston to approve the Recruitment and Selection Process for President/Superintendent Position as amended (attached). The vote for approval was unanimous.
- C. Mr. Epple opened discussion regarding the Board of Trustees' Charge to the First-Level Search Committee for the President/Superintendent Position. The Board agreed that Dan O'Rourke, Acting Director of Human Resources, will serve as the District representative to the Search Consultant and report to the Board President. Because of this reporting relationship, Mr. Epple excused himself from serving on the First-Level Search Committee and appointed Tom Jackson in his place. After further discussion, it was moved by Dr. Hughlett and seconded by Mr. Arthur to approve the Board of Trustees' Charge to the First-Level Search Committee for the President/Superintendent Position, as amended (attached). The vote for approval was unanimous.
- V. ADJOURNMENT The Board adjourned the meeting at 7:30 p.m.
- VI. NEXT MEETING The next regular meeting of the Board of Trustees is scheduled for Wednesday, January 21, 2009 at 6:00 p.m.



Bob Epple, President



Carmen Avalos, Secretary

Cerritos Community College District Overview of the Search Process President/Superintendent

The selection of the President/Superintendent is one of the most important employment decisions that the Board of Trustees must undertake. The President/Superintendent occupies the central role in a college community and is the College's representative to the community.

The selection process to be utilized will involve constituencies from the Board of Trustees, the College, and the Community. The selection of a new President/Superintendent is vital to the success of the institution; therefore, the process must never be taken lightly or conducted in haste.

The Board of Trustees shall approve the charge to the First Level Interview Committee, the confidential statement for the First Level Interview Committee, the components and timetable for the search process and the First Level Interview Committee membership. The timetable for the search process will allow adequate time for recruitment, screening and interviewing of candidates with involvement of appropriate stakeholders, while adhering to a reasonable time frame.

Working with the Search Consultant, the Board of Trustees and the First Level Interview Committee will lead the College through the process of defining the leadership needs of the College, and enumerating the expected duties, responsibilities, qualifications, and personal qualities desired in a new President/Superintendent. The position announcement/brochure will be based on these criteria and submitted to the Board of Trustees for review, comment and approval. The position will be advertised and applications collected. The First Level Interview Committee will paper screen the applications, conduct initial interviews of candidates and forward a minimum of three (3) candidates and no maximum to the Board of Trustees.