

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

JANUARY TO JUNE 2009

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
JANUARY 21, 2009

- I. CALL TO ORDER The meeting was called to order at 5:00 p.m. by Mr. Epple, 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. Epple.
- III. STUDY SESSION
Community Outreach and Government Relations
- A. Mark Wallace, Director of Public and Governmental Relations, provided informational materials on legislative outreach efforts. He discussed with the Board the information and programs that will be shared with legislators during the upcoming CCLC Legislative Conference and ACCT National Legislative Summit.
- Budget Update
- B. Jim Albanese, Interim Vice President of Business Services, provided an update on California's budget. He provided an overview of the Governor's Proposed Budget as well as various analyses on cash balances and cash flow for 2008-2009. There was much discussion about how the college is addressing budget issues.
- IV. APPROVAL OF MINUTES
- A. It was moved by Dr. Hughlett and seconded by Dr. Edmiston to approve the minutes of the regular meeting of December 10, 2008. The vote for approval was unanimous.
- B. It was moved by Mr. Jackson and seconded by Dr. Edmiston to approve the minutes of the special meeting of December 16, 2008. The vote for approval was unanimous.
- V. INSTITUTIONAL PRESENTATIONS
Employee of the Month
- A. Mr. Farmer presented Nancy Mirabella and Vangie Reichwein with the Outstanding Classified Employee Award for the months of December 2008 and January 2009, respectively.
- VI. PUBLIC PRESENTATIONS
Fred Henry
- Fred Henry, Welding Instructor, spoke in support of an early retirement plan at the college and added that it is an effective strategy to reduce costs.
- VII. CONSENT AGENDA
- It was moved by Dr. Hughlett and seconded by Mr. Arthur to approve the consent agenda and addendum. Dr. Cho requested that Item VII.H be held for separate consideration. The vote for approval was unanimous.
- H. It was moved by Dr. Hughlett and seconded by Mr. Arthur to approve Item H:
- Consideration of Approval Non-Resident Tuition Fee and Non-Resident Fee for Foreign Students for 2009-10, as attached.
- Dr. Cho asked how the proposed fee compares with other colleges. Mr. Albanese distributed a fee comparison of surrounding community colleges and added that most colleges charge the state average and add the capital outlay cost. The vote for approval was unanimous.

- A. Approved to provide compensation to Jason Macias, Student Trustee, for his absence from the December 10 and December 16 Board meetings.
- B. Accepted gifts with letters of thanks to the following:
 - Peri-Pro III with Daylight loader, Model #94000
 - Cleaning Accessories, Manual and Filling bottle

Donated by: Robert Cheung, DDS
4546 College Avenue
San Diego, CA 92115
- C. Approved New Course Offering, as attached.
- D. Approved Gateways Title V Grant Stipends, as attached.
- E. Approved Child and Adult Care Food Program, as attached.
- F. Approved Teaching Assistant Program Participant, as attached.
- G. Approved Resolution No. 09-01 Authorizing the Vice President of Business Services, or Designee, to Execute/Amend Small Contracts under \$25,000, as attached.
- H. This item was considered separately.
- I. Approved General Fund, Special Reserve Funds, Restricted Funds, Financial Aid Fund, and Payroll Clearance Fund Warrants for the Quarter Ending December 31, 2008:

Payroll "A" Warrants	8,300	\$18,365,287.97
Other "B" Warrants	11,036	\$16,555,439.15

- J. Approved Budget Extensions and Budget Transfers, as attached.
- K. Approved Contracts as follows:

Agreements

NEW

- 1. ABC Unified School District
- 2. Bellflower Unified School District
- 3. Paramount Unified School District
California High School Exit Exam (CAHSEE)
CITE/Pathway Programs

To assist students that have not passed the California High School Exit Exam (CAHSEE) from the Class of 2008. For period January 22, 2009 through July 31, 2009. Each school district will receive \$20,000.00 each for a total amount of \$60,000.00. The funds will come from the CAHSEE III grant.

Classes

RENEWAL

- 4. Independent Roofing Contractors of California
Roofing Classes
CITE/Adult Education

To provide roofing courses for their member companies. For period January 22, 2009 through January 21, 2010. IRCC will pay the college \$1,000 for each 32 hour course offered under this agreement as well as hire and pay for an instructor who meets minimum qualifications. There is no cost to the district.

5. Ralphs Grocery Company
Human Relations in Business Classes
CITE
To provide BA 107 Human Relations in Business for their employees who live outside the state. It will be an online course. For period January 22, 2009 through December 31, 2009. The course will be provided for a fee of \$4,400 for up to 30 employees. No cost to the district.

Medical

NEW

6. Cardenas & Associates 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 12, 2008, through November 12, 2010. No cost to the District.
7. Country Villa Seal Beach
Nursing Program
Health Occupations
To provide clinical/practicum experiences for students enrolled in the nursing program. For period November 1, 2008 through November 30, 2010. No cost to the District.
8. DG Therapy Group, Inc.
Speech-Language Pathology Assistant Program
Health Occupations
To provide clinical/practicum experiences for students enrolled in the speech-language pathology assistant program. For period November 7, 2008 through November 7, 2010. No cost to the District.
9. Irvine Unified 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 January 22, 2009 through January 22, 2011. No cost to the District.
10. Pomona Valley Hospital Medical Center
Physical Therapist Assistant Program
Health Occupations
To provide clinical/practicum experiences for students enrolled in the physical therapist assistant program. For period January 22, 2009 through January 22, 2011. No cost to the District.
11. Whittier Area Parents Association for the Developmentally Handicapped
Speech-Language Pathology Assistant Program
Health Occupations
To provide clinical/practicum experiences for students enrolled in the speech-language pathology assistant program. For period November 24, 2008 through November 24, 2010. No cost to the District.

RENEWAL

12. Professional Physical Therapy Associates

Physical Therapist Assistant Program

Health Occupations

To continue to provide clinical/practicum experiences for students enrolled in the physical therapist assistant program. For period November 24, 2008 through November 24, 2010. No cost to the District.

13. University of Southern California (USC)

Dental Assisting Program

Health Occupations

To continue to provide clinical/practicum experiences for students enrolled in the dental assistant program. For period November 26, 2008 through June 30, 2009. No cost to the District.

Services

NEW

14. American Society for Quality (ASQ)

Quality Audit

CITE

To provide a 5-day on-site Quality audit in support of Boeing's Mentor-Protégé project. The audit will be provided by American Society for Quality (ASQ) to companies involved in the Boeing Mentor-Protégé project. For period January 22, 2009 through December 31, 2010. Total cost is not to exceed \$9,000. The funds are being provided by a contract with Boeing.

15. California Department of Education

General Child Care and Development (CCTR) Services

Health Occupations

To accept an award of funding from the California Department of Education, Child Development Division to provide General Child Care and Development (CCTR) services. For period January 1, 2009 through June 30, 2009. The District will receive \$245,267.00 for the services. This amount represents a full year of funding for program operations. Contracts for subsequent fiscal years (July 1-June 30, annually) are renewed each spring, subject to successful performance. No cost to the District.

16. California Department of Education

Child Development Center

Health Occupations

To accept funding from the California Department of Education for instructional materials to be used in the Child Development Center. For period July 1, 2008 through June 30, 2009. The District will receive \$671.00. Funding is provided to the State from various Federal grants.

17. National Quality Assurance (NQA)

AS9100 Standards Audit

CITE

To provide a 4-day on-site audit for the new 2009 revisions of the AS9100 Standards in support of Boeing's Mentor-Protégé project. For period January 22, 2009 through December 31, 2010. Total cost not to exceed \$6,500 with funding provided by a contract with Boeing.

Training
AMENDMENT

18. CG Tech

Vericut Software Training

CITE

To increase the contract amount for additional VERICUT software training. The training will be provided by CG Tech to companies involved in the Boeing Mentor-Protégé Project. For period January 22, 2009 through December 31, 2009. The contract amount will be increased from \$8,500 to an amount not to exceed \$30,500. The funds are being provided by a contract with Boeing.

Training
RENEWAL

19. Associated Builders & Contractors (ABC)

Electrical Certification Training Program

CITE/Adult Education

To extend the agreement with the Associated Builders & Contractors (ABC) to provide the Electrical Certification Training Program. For period January 22, 2009 to December 31, 2009. The revenue generated by the course will be shared as follows: ABC 92% and the District 8%. This reflects the fact that ABC provides the facility, instructors, equipment, and supplies. The college provides curriculum, oversees instruction and tracks attendance for the State.

Workshops

NEW

20. Frances Greenspan

World Wide Web Workshops

CITE/Community Education

To provide for Community Education on an as needed basis not-for-credit, fee-based entrepreneurial workshops in the area of selling using the World Wide Web. Each workshop will provide six (6) hours of instruction. For period February 1, 2009 through January 31, 2011. Frances Greenspan will receive 30% of the total enrollment fees collected per workshop. Community Education is a financially self-supporting program.

21. Shirley Douglass & Associates

Independent Visitation Monitor

CITE/Community Education

To provide for Community Education on an as needed basis not-for-credit, fee-based career development workshops in the topic area of becoming an independent visitation monitor. A visitation monitor is an independent contractor hired by the Department of Child and Family Services (DCFS) or other monitoring agency to be present during court-ordered supervised visitation meetings that take place between child(ren) and their non-custodial parent. Each workshop will provide eight (8) hours of instruction. For period February 1, 2009 through January 31, 2011. Shirley Douglass & Associates will receive 30% of the total enrollment fees collected per workshop. Community Education is a financially self-supporting program.

RENEWAL

22. Bryant Begany

Youth Academic Classes

CITE/Community Education

To provide for Community Education on an as needed basis not-for-credit, fee-based youth (ages 6-17) academic classes. For period January 25, 2009 through January 25, 2011. Community Education will pay Mr. Begany \$400 for each SAT preparation class (9 hours). For other classes, he will be paid \$380 for each 12 hour class and \$ 620 for each 20 hour class taught. Community Education is a financially self-supporting program.

23. Tom Beringer

Traffic School

CITE/Community Education

To provide for Community Education on an as needed basis not-for-credit, fee-based classes in the area of traffic school. Community Education is an approved vendor for this class through the DMV, and Tom Beringer is certified to teach this course. Each session will provide 8 hours of instruction. For period January 25, 2009 through January 25, 2011. Mr. Beringer will receive a flat fee of \$300 per session taught. Community Education is a financially self-supporting program.

24. Lila Gruzen, PhD, M.F.C.C.

Self-Improvement Workshops

CITE/Community Education

To provide for Community Education on an as needed basis not-for-credit, fee-based personal enrichment classes in the area of self-improvement. Each session will provide three (3) hours of instruction. For period January 25, 2009 through January 25, 2011. Ms. Gruzen will receive a 40% of the total enrollment fees collected per session. Community Education is a financially self-supporting program.

25. Clark Kidder

Guitar Lessons

CITE/Community Education

To provide for Community Education on an as needed basis not-for-credit, fee-based youth music programs in the area of guitar lessons. Each session will provide 9 hours of instruction. For period January 25, 2009 through January 25, 2011. Clark Kidder will receive 30% of the total enrollment fees collected per session. Community Education is a financially self-supporting program.

26. Marshall Reddick

Real Estate Investment Workshops

CITE/Community Education

To provide on an as needed basis not-for-credit fee-based workshops for Community Education in the area of real estate investment. For period February 1, 2009 through January 31, 2011. Marshall Reddick will receive 30% of the total enrollment fees collected per workshop. Community Education is a financially self-supporting program.

27. The Memory School
Study Skills Workshops
CITE/Community Education
To provide for Community Education on an as needed basis not-for-credit, fee-based study skills classes to youth in our community (ages 6-17). Each session will provide 3 hours of instruction. For period February 1, 2009 through January 31, 2011. The Memory School will receive a 40% of the total enrollment fees collected per session. Community Education is a financially self-supporting program.

28. Janet Woods
Holistic Health Workshops
CITE/Community Education
To provide for Community Education on an as needed basis not-for-credit, fee-based personal enrichment classes in the area of holistic health. Each session will provide 3-5 hours of instruction. For period January 25, 2009 through January 25, 2011. Ms. Woods will receive 30% of the total enrollment fees collected per session. Community Education is a financially self-supporting program.

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

Dr. Nathan R. Durdella, Director of Research & Planning, effective January 9, 2009

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

N. Approved Unpaid Leave of Absence, as follows:

Joana Mootz Gonzales, English Instructor (Liberal Arts), effective February 25, 2009 through May 22, 2009

O. 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 November 10 and December 1, 2008.

B. As information, the Board book contained the Associated Students Cerritos College (ASCC) Financial Report for the Period Ending September 30, 2008.

C. Heidi White of Vavrinek, Trine, Day and Co., LLP provided an overview of the Audited Financial Reports for the year Ending June 30, 2008.

D. It was moved by Mr. Arthur and seconded by Dr. Hughlett to Accept the Independent Audit Report for the Cerritos College District for Fiscal Year Ending June 30, 2008. The vote for approval was unanimous.

E. It was moved by Mr. Arthur and seconded by Dr. Hughlett to Accept the Independent Audit Report for the Cerritos College Proposition 39 General Obligation Bonds for Fiscal Year Ending June 30, 2008. The vote for approval was unanimous.

- F. It was moved by Mr. Arthur and seconded by Dr. Hughlett to Accept the Independent Audit Report for the Cerritos College Foundation for Fiscal Year Ending June 30, 2008. The vote for approval was unanimous.
- G. It was moved by Mr. Arthur and seconded by Dr. Cho to approve to Extend the Length of the Strategic Plan Timeline, as attached. Mr. Farmer stated that the Office of Research and Planning conducted a study of the strategic plan and found that a number of items were incomplete. He stated that the Planning and Budget Committee agreed that the college should extend the length of the plan so that an educational master plan can be created prior to developing a new strategic plan. He indicated that the development of the educational master plan is currently underway. Dr Hughlett asked if the college would have an issue during the accreditation review if we extend the strategic plan, and Mr. Farmer replied that it would be detrimental only if we had no current operative strategic plan. Mr. Epple indicated that the strategic plan should be a living document that is periodically updated and brought to the Board for review and added that the Board should receive feedback on items that are completed. The vote for approval was unanimous.
- H. It was moved by Dr. Hughlett and seconded by Dr. Edmiston to nominate Carmen Avalos for the 2009 CCCT Board Election. The vote for approval was unanimous.
- I. This item was pulled from the agenda.

IX. REPORTS

- A. Board of Trustees
 Mr. Jackson stated that the ASCC Conference was exceptional and the Board agreed that it was an excellent event.

 Dr. Hughlett stated that he, Steve Richardson and Lola Rizkallah attended Supervisor Don Knabe's State of the County Address. He stated that the outlook is dismal. He indicated that he read the 2009 Accreditation Draft Report and added that he would like to hear what the constituent groups think about the report.

 Mr. Arthur indicated that Karen Welliver, Women's Basketball Head Coach, may become the most winningest coach in the state of California if they win their basketball game tonight.

 Dr. Edmiston stated that this year will be a challenging year and added that he is confident that the campus will be up to meeting the challenges.

 Mr. Macias thanked the Board for attending the ASCC Conference. He stated that students are looking forward to the iFalcon campaign. He concluded by stating that ASCC has begun to beautify the Student Center area.
- B. Faculty and Staff Leadership
 Dr. Reece discussed the iFalcon marketing campaign on campus. He explained that the campaign is launching in a phase but encouraged the Board and everyone on campus to participate in the campaign by sharing the Habits of Mind campaign and find ways to incorporate the campaign into all areas on campus.

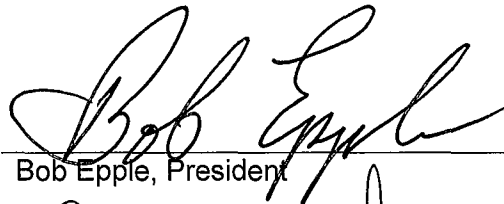
C. Acting President/Superintendent and Vice Presidents

Mr. Farmer stated that the Southland Motor Car Dealers Association Dinner was a wonderful event. He added that on behalf of the college, he received the final installment of funds from SMCD A to be used on the Southland Cerritos Center for Transportation Technologies. Mr. Farmer indicated that he greatly enjoyed the ASCC Conference and added that that it was a great group of students. He thanked Mr. Albanese and Ms. Rizkallah for their work with the auditors as well as their hard work in keeping the campus informed of the latest budget developments.

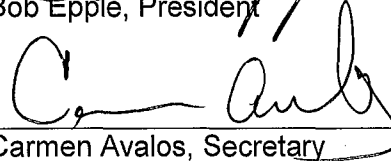
Dr. Brock acknowledged Dr. Reece for his efforts on the Habits of Mind campaign and added that the campus is very excited about it.

Dr. Johnson indicated that he will pass along compliments to the staff at Student Activities who worked very hard to organize the ASCC Conference. He concluded by stating that enrollment figures are still increasing and he complimented staff for their efforts in assisting students on campus.

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|-------|----------------------|---|
| X. | CLOSED SESSION | The Board adjourned to closed session at 7:04 p.m. |
| XI. | RECONVENE | The Board reconvened at 8:45 p.m. |
| XII. | ADJOURNMENT | The meeting was adjourned at 8:45 p.m. |
| XIII. | NEXT REGULAR MEETING | The next regular meeting of the Board of Trustees is scheduled for Wednesday, February 4, 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*
MB

PREPARED BY: Dr. Marilyn Brock, Interim Vice President of Academic Affairs/Assistant
Superintendent

DATE: January 21, 2009

SUBJECT: Consideration of Approval of New Course Offerings

RECOMMENDATION

That the Board of Trustees approve the new course offerings as presented.

OVERVIEW

The attached new courses need approval by the Board of Trustees before the courses can be offered.

ANALYSIS

The new courses were approved at the Curriculum Committee meeting held on December 11, 2008.

FINANCIAL IMPLICATIONS

None

Attachment

000010

LIBERAL ARTS

ESL 36

ESL Grammar Review

0.5 Units (open entry/open exit)

Class hours: 2.0 hrs

Prerequisite: None

Corequisite: None

Recommendation: None

This course is designed to assist any non-native speaker of English who is having difficulty writing grammatically correct papers for college and/or career purposes. It offers individual instruction for grammar structures, sentence formation, punctuation, and word usage when writing in English. This course focuses on correcting students' errors with verb tenses, noun usage, adjective clauses, noun clauses, determiners, gerunds and infinitives, sentence errors, syntax, and punctuation. This course may be taken a maximum of 4 times.

TECHNOLOGY

MTT 58

Computer-Assisted Inspection Using Verisurf

3.5 Units

Class hours: 3.0 lecture/1.5 lab

Prerequisite: MTT 56, or concurrent enrollment, with a grade of Pass or "C" or higher,

Corequisite: None

Recommendation: None

This course advances the student's skill in the development of inspection methods for complex machined parts using Verisurf software. The student will learn the advanced aspects of dimensional metrology by using articulating arms, 3D scanners, and mechanical as well as programmable coordinate measuring machines to validate part geometry. Machine-specific software, such as PC-DMIS and FARO Gage, will also be introduced. Finally, the student will develop skills in preparing production part approval processes (PPAP).

MTT 59

MasterCAM Turning

2.5 Units

Class hours: 2.0 lecture/1.5 lab

Prerequisite: None

Corequisite: None

Recommendation: None

This course will prepare students to operate the MasterCAM programming Systems for lathes. Students will learn to create and import Computer Aided Design (CAD) geometry, create proper job plans, devise proper tool paths, and input the resultant data into virtual Computer Numerical Design (CNC) milling machines. Toolpaths will include facing, turning, grooving, threading, boring, and parting off.

MTT 77

GibbsCam Turning

2.5 Units

Class hours: 2.0 lecture/2.0 lab

Prerequisite: None

Corequisite: None

Recommendation: None

This course prepares students to operate the GibbsCam Programming System for lathes. Students will learn to create and import Computer Aided Design (CAD) geometry, create proper job plans, devise proper toolpaths, and input the resultant data into virtual Computer Numerical Control (CNC) machinery. Toolpaths will include facing, turning, grooving, threading, boring, and parting off.

MTT 95L

CNC Lathe Machining Laboratory

1.0 Units

Class hours: 3.0 lab

Prerequisite: MTT 57 and MTT 59 or MTT 77 with grades of Pass or "C" or higher.

Corequisite: MTT 56 with a grade of Pass or "C" or higher, or prior completion

Recommendation: None

This course is designed to further develop specialized Computer Numerical Control (CNC) turning machine skills using Computer-Assisted Manufacturing (CAM) software on a semi-autonomous basis. The student will receive instructions and blueprints from the instructor and work on those projects individually. The student will plan to work, select the programming method given the tolerances of the part, select the fixture, and tools, and run a first article on the CNC lathe. This course may be taken a maximum of 3 times.

CERRITOS COLLEGE

TO: Board of Trustees

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

REVIEWED BY: M.L. Bettino, Dean of Academic Affairs *ML*

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

DATE: January 21, 2009

SUBJECT: Consideration of Approval of Gateways Title V Grant Stipends

RECOMMENDATION

It is recommended that the Board of Trustees approve payments for the named employees. 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, 80A and 80B. During the Fall 2008 semester, Math 20, Math 40, Math 60, Math 80A and Math 80B were targeted to improve success and retention. The Title V Gateways website was also updated and worked on to facilitate use by both students and instructors participating in the Title V Gateways program.

ANALYSIS

The Mathematics Department has been very active in promoting success in Math 20, 40, 60, 80A and 80B courses during this Fall semester. Several meetings and workshops held in Fall 2008 focused on using different teaching modalities to help students succeed in Math 20, 40, 60, 80A and 80B. These included: using tutors inside the classroom; teaching Math 20, 40, 60 and 80 as part of a learning community; teaching Math 20, 40, 60, 80A and 80B in a 15-week format; 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 Fall 2005 and continues to be a significant component of this grant.

The following faculty taught at least one section of Math 20, 40, 60 and/or Math 80A and 80B in the Fall 2008 or were the tutor recruiter and trainer, the website designer, and have been involved with the Title V Grant since the Fall 2008. They attended workshops and faculty meetings relating to the grant. They implemented alternative teaching strategies, using Classroom Assessment Techniques, and developed original activities for Math 20, 40, 60, 80A and 80B. Some used tutors in the classroom, while others taught in the 9-week format or taught Math 20, 40, 60, 80A or 80B in a learning community. The tutor trainer, Terry Feldstein, spent numerous hours recruiting and training the tutors that were used in the classroom, and had many discussions with faculty that used the tutors. The website designer, Ilva Mariani, is continuing her work with the campus webmaster to produce a user friendly website that will serve as a resource for both mathematics instructors and students.

000013

The work was completed at the end of the Fall 2008 semester.

FINANCIAL IMPLICATIONS

The following faculty members from the Mathematics Department are to receive stipends as follows:

Angela Conley	\$1000
Lora Carreon	\$1000
Patty George	\$1000
Manuel Lopez	\$800
Ilva Mariani	
(Faculty member and website designer)	\$3000
Mojdeh Nikdel	\$800
Merrick Sterling	\$1000
Dara Worrel	\$1000
Catalina Yang	\$1000
Terry Feldstein (tutor trainer)	\$6000

CERRITOS COLLEGE

TO: Board of Trustees
FROM: William C. Farmer, Jr., Acting President/Superintendent *WCF*
REVIEWED BY: Marilyn Brock, Interim Vice President of Academic Affairs *MB*
PREPARED BY: Jenine Nolan, Instructional Dean of Health Occupations *JN*
DATE: January 21, 2009
SUBJECT: **Consideration of Approval of Child and Adult Care Food Program**

RECOMMENDATION

It is recommended that the Board of Trustees approve the Child Development Center's participation in the Child and Adult Care Food Program administered by the California Department of Education.

OVERVIEW

The Child and Adult Care Food Program (CACFP) plays a vital role in improving the quality of day care and making it more affordable for many low-income families. Each day, 2.9 million children receive nutritious meals and snacks through CACFP.

ANALYSIS

The Child Development Center qualifies and has been accepted for participation in this program because at least 25% of the enrolled children or licensed capacity (whichever is less), or at least 25% of the children in care, are eligible for free and reduced price meals. Meals served to children are reimbursed at rates based upon a child's eligibility for free, reduced price, or paid meals.

The Child Development Center may claim up to two reimbursable meals (breakfast, lunch or supper) and one snack, or two snacks and one meal for each eligible participant, each day. Food service will be provided by collaboration between the Culinary Arts Department and Child Development Center.

The Child Development Center will submit accurate monthly claims for reimbursement to the California Department of Education.

FINANCIAL IMPLICATIONS

There is no cost to the District.

CERRITOS COLLEGE

TO: Board of Trustees
FROM: William C. Farmer, Jr., Acting President/Superintendent *WCF*
PREPARED BY: Jenine Nolan, Instructional Dean of Health Occupations *JN*
REVIEWED BY: Marilyn Brock, Interim Vice President of Academic Affairs *MB*
DATE: January 21, 2009
SUBJECT: **Consideration of Approval of Teaching Assistant Program Participant**

RECOMMENDATION

It is recommended that the Board of Trustees approve Sylvia Guerra as a teaching assistant (intern) in the speech-language pathology assistant program.

OVERVIEW

Ms. Guerra is a participant in the Community College Teaching Certificate Program at California State University, Dominguez Hills, College of Extended and International Education. She is requesting placement as a teaching intern at Cerritos College in the speech-language pathology assistant program for Spring 2009.

ANALYSIS

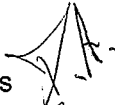
Ms. Guerra will be assigned a mentor teacher with whom she will participate in classroom instruction by contributing to classroom presentations, lesson plans, assignments, and grading as defined in consultation with the mentor teacher. The mentor teacher will complete a written evaluation of the intern.

FINANCIAL IMPLICATIONS

There is no cost to the District.

CERRITOS COLLEGE

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

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

PREPARED BY: Lola Rizkallah, Director of Fiscal Services *Lola Rizkallah*
Jenney Ho, Director of Purchasing

DATE: January 21, 2009

SUBJECT: Consideration of Approval of Resolution No. 09-01 Authorizing the Vice President of Business Services, or Designee, to Execute/Amend Small Contracts Under \$25,000

RECOMMENDATION

It is recommended that the Board of Trustees approve Resolution No. 09-01 authorizing the Vice President of Business Services, or designee, to execute/amend small contracts under \$25,000.

OVERVIEW

The purpose of this resolution is to streamline administrative processes and reduce staff costs related to contractual agreements and amendments to agreements.

ANALYSIS

This resolution will authorize the Vice President of Business Services, or designee, to execute/amend contractual agreements under \$25,000 except public construction contracts which shall be limited to expenditures involving less than \$15,000. In accordance with the provisions of Education Code § 81655, no contract made pursuant to such authorization shall be valid until the same has been ratified by the Board of Trustees. The list of contracts to be ratified by the Board will be submitted on a quarterly basis.

This resolution will be effective January through December and will be resubmitted for approval annually.

FINANCIAL IMPLICATIONS:

No financial impact.

RESOLUTION #09-01

RESOLUTION OF THE BOARD OF TRUSTEES OF THE CERRITOS COMMUNITY COLLEGE DISTRICT REGARDING CONTRACTUAL AGREEMENTS (AND AMENDMENTS TO AGREEMENTS) UNDER \$25,000

WHEREAS, Cerritos Community College District is interested in streamlining administrative processes and reducing the staff costs for these processes; and

WHEREAS, all contractual agreements (and amendments to agreements) with organizations external to the college are agendized and brought before the Board for approval; and

WHEREAS, this practice consumes considerable staff time in the Purchasing Department, the Vice Presidents' Office as well as other District Departments; and

WHEREAS, staff time associated with processing small contracts (and amendments to agreements) under \$25,000 would be minimized by authorizing the Vice President of Business Services, or designee, to execute these small contracts;

NOW, THEREFORE, BE IT RESOLVED, the Board of Trustees hereby authorizes the Vice President of Business Services, or designee, to execute contractual agreements (and amendments to agreements) under \$25,000 except public construction contracts shall be limited to expenditures involving less than \$15,000. In accordance with the provisions of Education Code § 81655, no contract made pursuant to such authorization shall be valid until the same has been ratified by the Board of Trustees.

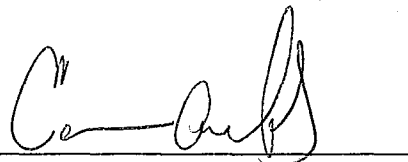
THIS RESOLUTION IS HEREBY APPROVED AND ADOPTED by the Board of Trustees of the Cerritos Community College District for this authority from January through December, 2009, this 21st day of January, 2009, by the following vote:

AYES: 7

NOES: 0

ABSENT: 0

Signed: 
President, Board of Trustees

Attest: 
Secretary, Board of Trustees

REVISED

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
 Dr. Stephen Johnson, Vice President of Student Services *[Signature]*

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

DATE: January 21, 2009

SUBJECT: **Consideration of Approval of Non-Resident Tuition Fee and Non-Resident Fee for Foreign Students for 2009-10**

RECOMMENDATION

It is recommended that the Board of Trustees approve the per unit non-resident tuition fee of \$190, and the per unit non-resident tuition fee for foreign students of \$227 (\$190 plus \$37 additional charge for Capital Outlay), effective with the Summer Session 2009 for the 2009-10 Fiscal Year.

OVERVIEW

Education Code Section 76140 (ECS) requires each district governing board to establish the non-resident tuition fee not later than February 1ST for the succeeding fiscal year.

ANALYSIS

The tuition fee may be based on one of the following calculations:

1. The statewide current expense of education for the preceding base school year (column 1), or
2. The District current expense of education for the preceding school year divided by the District FTES of the preceding year (column 2), or
3. The above with 10% or more noncredit FTES (column 3), or
4. The fee established by, or the current expense of education, of a neighboring community college district with contiguous boundary for the preceding school year.

The calculated statewide expense of education is \$190 per unit non-resident tuition fee. The calculated District expense of education is \$181 per unit non-resident tuition fee. The District for the past several years has utilized the statewide expense of education as the basis for non-resident tuition when that figure was higher than the District's. The fee would be effective for the Summer Session 2009 for non-resident students.

In addition, Education Code, Section 76141(a), authorizes community college districts to charge non-resident students who are both citizens and residents of a foreign country an amount not to exceed the amount that was expended by the district for capital outlay in the preceding year divided by the total full-time equivalent students. Revenue from any fee charged pursuant to this section shall be expended only for purposes of capital outlay, maintenance, and equipment.

The specified calculation for the Cerritos Community College District amounts to a fee of \$37 per unit that can be charged to foreign students meeting the above criteria. This amount is due to the various construction projects that were completed in 2007-08. Last year's approved rate was \$9.

FINANCIAL IMPLICATIONS

As presented above.

Attachments

California Community Colleges

NONRESIDENT TUITION FEE WORKSHEET (EDUCATION CODE SECTION 76140)

2009-10

	Statewide (Col. 1)	District (Col. 2)	10% or More Noncredit FTES (Col. 3)
A. Expense of Education for Base Year (2007-08 CCFS 311, Expenditures by Activity Report, AC 0100-6700, Cols: 1-3)	\$6,735,730,877	\$ 94,131,135	\$ _____
B. Annual Attendance FTES (Recal 2007-08)	1,233,810	18,039.19	_____
C. Average Expense of Education per FTES (A ÷ B)	\$ 5,459	\$5,218	\$ _____
D. US Consumer Price Index Factor (2 years)	x 1.042	x 1.042	x 1.042
E. Average Cost per FTES for Tuition Year (C x D)	\$ 5,688	\$5,437	\$ _____
F. Average Per Unit Nonresident Cost:			
Semester-System Colleges (E ÷ 30) and/or	\$ 190	\$181.25	\$ _____
Quarter-System Colleges (E ÷ 45)	\$ 126	N/A	\$ _____

NOTES: "Annual Attendance FTES" includes all student contact hours of attendance in credit and noncredit courses, for resident students, nonresident students and apprentices. Round tuition fee to the nearest dollar. Column 3 is an option only for use by a district with ten percent or more noncredit FTES (Education Code Section 76140(e)).

The district governing board at its January 21, 2009 meeting, adopted a nonresident tuition fee of \$ 190 per semester unit and/or N/A per quarter unit.

Basis for adoption is (place an X in one box only):

- 1. Statewide average cost, per column 1;
- 2. District average cost, per column 2;
- 3. District average cost with 10% or more noncredit FTES, per column 3;
- 4. Contiguous district. ****Specify district and its fee**
_____;
- 5. No more than district average cost (Col.2 or 3); no less than statewide average cost (Col. 1).

****A district may adopt a fee within the range of statewide average and district costs if there is a contiguous district with a fee within this range.**

For districts electing to charge a **capital outlay fee** to foreign students (Education Code 76141), compute this fee as follows:

- a. Capital Outlay for 2007-08 \$ 20,214,483 _____
- b. FTES for 2007-08 18,039.19 _____
- c. Capital outlay fee per unit (line a divided by line b) \$1,120.59 _____
- d. Amount per semester unit (line c divided by 30) \$37 _____ **or 000021**

e. Amount per quarter unit (line 3 divided by 45) N/A _____

f. Capital outlay fee approved by District Governing Board \$ 37

Upon adoption of nonresident tuition fee by your district governing board, please submit a copy of this report by *February 1, 2009* to:

**California Community Colleges
Fiscal Services Unit
1102 Q Street, 4th Floor
Sacramento, CA 95811-6549 FAX (916) 323-3057**

District: Cerritos College

Contact Person: Lola Rizkallah, Director of Fiscal Services

Phone Number & email (562) 860-2451 ext. 2266
rizkallah@cerritos.edu

01.09.09

CALIFORNIA COMMUNITY COLLEGES

2009-10 Nonresident Tuition Fee

Based on 2007-08 Actual Expense of Education from CCFS-311

(AC 0100-6700, columns 1-3)

January 9, 2009

District Code	District	2007-08 Expense of Education	2007-08 Total FTES*	2007-08 Expense Per FTES
610	Allan Hancock	\$53,134,208	10,000.22	\$5,313
620	Antelope Valley Joint	63,791,497	11,502.74	5,546
910	Barstow	11,991,484	2,340.71	5,123
110	Butte-Glenn	77,641,967	11,056.15	7,023
410	Cabrillo	65,913,034	11,830.86	5,571
810	Cerritos	94,131,135	18,039.19	5,218
480	Chabot-Las Positas	101,273,084	18,158.28	5,577
920	Chaffey	79,070,424	14,807.37	5,340
820	Citrus	62,891,547	12,505.05	5,029
830	Coast	190,845,298	37,062.92	5,149
710	Compton	31,830,420	3,557.47	8,947
310	Contra Costa	160,216,942	32,798.20	4,885
970	Copper Mountain	12,066,574	1,469.16	8,213
930	Desert	42,304,948	8,515.81	4,968
720	El Camino	109,234,704	20,879.17	5,232
120	Feather River	11,534,435	1,657.84	6,958
420	Foothill-DeAnza (quarter system)	202,245,384	38,261.40	5,286
440	Gavilan	30,672,048	5,465.07	5,612
730	Glendale	89,940,147	17,564.78	5,120
20	Grossmont-Cuyamaca	113,775,583	19,527.66	5,826
450	Hartnell	39,977,073	6,669.75	5,994
30	Imperial	41,793,327	7,164.27	5,834
520	Kern	112,113,636	19,365.96	5,789
220	Lake Tahoe (quarter system)	13,435,175	1,790.18	7,505
130	Lassen	12,626,310	1,363.30	9,262
840	Long Beach	114,763,315	22,597.35	5,079
740	Los Angeles	584,042,245	107,986.33	5,408
230	Los Rios	292,401,776	53,892.21	5,426
330	Marin	45,864,550	4,561.35	10,055
140	Mendocino-Lake	20,971,447	2,745.71	7,638
530	Merced	55,052,913	10,314.87	5,337
50	Mira Costa	69,698,775	8,826.68	7,896
460	Monterey Peninsula	36,747,734	8,448.95	4,349
850	Mt. San Antonio	152,468,074	32,643.72	4,671
940	Mt. San Jacinto	50,986,768	10,370.49	4,917
240	Napa Valley	38,707,247	6,162.82	6,281

000023

860	North Orange County	179,415,731	37,353.78	4,803
430	Ohlone	49,788,080	8,771.71	5,676
950	Palo Verde	14,171,309	1,839.80	7,703
60	Palomar	116,832,272	21,228.23	5,504
770	Pasadena	123,004,809	24,664.70	4,987
340	Peralta	124,067,265	20,401.31	6,081
870	Rancho Santiago	171,273,362	34,722.85	4,933
160	Redwoods	32,111,353	4,934.63	6,507
880	Rio Hondo	77,181,754	14,911.66	5,176
960	Riverside	147,097,928	27,528.91	5,343
980	San Bernardino	79,116,869	14,186.03	5,577
70	San Diego	233,625,850	43,535.87	5,366
360	San Francisco	217,142,883	39,410.42	5,510
550	San Joaquin Delta	85,944,245	17,578.71	4,889
470	San Jose-Evergreen	92,282,143	15,321.28	6,023
640	San Luis Obispo County	51,863,656	9,508.92	5,454
370	San Mateo County	117,812,933	18,882.83	6,239
650	Santa Barbara	93,212,053	17,703.48	5,265
660	Santa Clarita	72,120,905	15,064.67	4,787
780	Santa Monica	134,911,845	23,914.96	5,641
560	Sequoias	54,249,757	8,439.15	6,428
170	Shasta-Tehama-Trinity	42,935,867	7,719.53	5,562
270	Sierra Jt.	78,451,947	15,651.91	5,012
180	Siskiyou Jt.	17,488,391	2,571.30	6,801
280	Solano	52,926,571	9,170.19	5,772
260	Sonoma County	112,110,013	21,243.14	5,277
890	South Orange County	124,808,526	25,269.34	4,939
90	Southwestern	90,857,974	16,044.99	5,663
570	State Center	148,850,047	28,030.69	5,310
680	Ventura	145,038,775	26,824.29	5,407
990	Victor Valley	54,510,297	9,433.12	5,779
580	West Hills	32,929,927	5,322.91	6,186
690	West Kern	23,000,916	2,566.55	8,962
490	West Valley	101,072,809	16,416.56	6,157
590	Yosemite	106,588,115	17,610.65	6,052
290	Yuba	50,778,472	8,126.97	6,248
Totals		\$6,735,730,877	1,233,810.04	\$5,459

Statewide Average Expense of Education	\$5,459
DOF USCPI Factor	<u>1.042</u>
Adjusted Statewide Average Expense of Education	<u>\$5,688</u>

Statewide Average Cost per Semester Unit	\$190
Statewide Average Cost per Quarter Unit	\$126

000024

BUDGET TRANSFERS FOR JANUARY 21, 2009

01.0 FUND-GENERAL FUND-UNRESTRICTED

FROM

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	(1,133)
OTHER CONTRACT EXPENSES AND SERVICES	\$	(54)
CAPITAL OUTLAY	\$	
OTHER OUTGO	\$	
TOTAL		
	\$	(1,187)

TO

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	
CAPITAL OUTLAY	\$	
OTHER OUTGO	\$	1,187
TOTAL		
	\$	1,187

Transfers: Between object codes

Self Balancing: No effect on ending balance

Number of Transfer Requests: One (1)

Divisions/Departments/Programs:

Science, Engineering, and Math; Research and Planning

BUDGET TRANSFERS FOR JANUARY 21, 2009

01.3 FUND-GENERAL FUND-RESTRICTED

FROM

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	(148,442)
OTHER CONTRACT EXPENSES AND SERVICES	\$	
CAPITAL OUTLAY	\$	
OTHER OUTGO	\$	

TOTAL

	\$	(148,442)
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TO

ACADEMIC SALARIES	\$	43,150
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	46,377
EMPLOYEE BENEFITS	\$	6,044
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	37,760
CAPITAL OUTLAY	\$	190,386
OTHER OUTGO	\$	

TOTAL

	\$	323,717
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Transfers: Transfers between object codes and one-sided transfers due to changes in assumed state funding.

Self Balancing: No effect on ending balance

Number of Transfer Requests: Three (3)

Divisions/Departments/Programs:

CTE/Chancellor's Pre-Apprenticeship; Title V Grant; One Time Block Grant

BUDGET TRANSFERS FOR JANUARY 21, 2009

39.0 FUND-OTHER SPECIAL REVENUE FUND

FROM

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	(8,986)
OTHER CONTRACT EXPENSES AND SERVICES	\$	(91,564)
CAPITAL OUTLAY	\$	(8,500)

TOTAL

\$ (109,050)

TO

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	99,500
EMPLOYEE BENEFITS	\$	9,550
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	
CAPITAL OUTLAY	\$	
OTHER OUTGO	\$	

TOTAL

\$ 109,050

Transfers: Between object codes

Self Balancing: No effect on ending balance

Number of Transfer Requests: Two (2)

Divisions/Departments/Programs:

Community Education

BUDGET TRANSFERS FOR JANUARY 21, 2009

42.0 FUND-REVENUE BOND CONSTRUCTION FUND

FROM

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	(819,728)
CAPITAL OUTLAY	\$	
CONTINGENCY	\$	
TOTAL	\$	(819,728)

TO

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	3,432
OTHER CONTRACT EXPENSES AND SERVICES	\$	
CAPITAL OUTLAY	\$	754,142
TOTAL	\$	757,574

Transfers: Between object codes

Self Balancing: One sides transfers to make budget adjustment

Number of Transfer Requests: Two (2)

Divisions/Departments/Programs:

Materials Testing & Inspections; Hazardous Materials & Inspections; Bond Implementation and Administration; Central Plant/Infrastructure Project 2; Parking Lot Renovation; Athletic Facility/ Stadium Track & Field Upgrade 2; Soccer Field Renovation 2; Fire Alarm Upgrade 2; Consultant Services 2; Swing Space; Demolition

BUDGET TRANSFERS FOR JANUARY 21, 2009

61.0 - SELF INSURANCE FUND

FROM

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	(2,813)
CAPITAL OUTLAY	\$	
OTHER OUTGO	\$	
	<hr/>	
TOTAL	\$	(2,813)
	<hr/> <hr/>	

TO

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	2,813
OTHER CONTRACT EXPENSES AND SERVICES	\$	
CAPITAL OUTLAY	\$	
OTHER OUTGO	\$	
	<hr/>	
TOTAL	\$	2,813
	<hr/> <hr/>	

Transfers: Between object codes

Self Balancing: No effect on ending balance

Number of Transfer Requests: One (1)

Divisions/Departments/Programs:
Business Services

000029

BUDGET TRANSFERS FOR JANUARY 21, 2009

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	\$	40,000
		<hr/>

TOTAL

\$	40,000
	<hr/> <hr/>

TO

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	40,000
CAPITAL OUTLAY	\$	
CONTINGENCY	\$	6,814,435
		<hr/>

TOTAL

\$	6,854,435
	<hr/> <hr/>

Transfers: To transfer funds from contingency for the professional services for the recruitment and selection of the president/superintendent and to set up 08-09 beginning balance of Unrestricted Fund 01.0

Number of Transfer Requests: Two (2)

Divisions/Departments/Programs:
Board of Trustees; various locations

000030

BUDGET TRANSFERS FOR JANUARY 21, 2009

69.0 -STUDENT HEALTH SERVICES FUND (CONTINGENCY TRANSFERS)

FROM

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NONACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	
CAPITAL OUTLAY	\$	
OTHER OUTGO	\$	
CONTINGENCY	\$	(14,500)
TOTAL	\$	(14,500)

TO

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NONACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	14,500
CAPITAL OUTLAY	\$	
OTHER OUTGO	\$	
TOTAL	\$	14,500

Transfers: Between object codes

Self Balancing: No effect on ending balance

Number of Transfer Requests: One (1)

Divisions/Departments/Programs:

Student Health Services

000031

APPROPRIATION TRANSFER ANALYSIS FOR JANUARY 21, 2009

***00000.0-00000-00000-8611-0000000 (01.0 Fund)	\$	(134,485)
State- Apprenticeship Apportionment		
To make budget adjustment of Apprenticeship per 2008-2009 Apportionment schedule		
***00000.0-00000-00009-8653-0000000 (01.3 Fund)		32,021
State-Instructional Improvement Grant		
To increase 08-09 revenue budget of On Going Block Grant		
***00000.0-00000-73420-8629-0000000 (01.3 Fund)		117,154
State- Non Credit Matriculation		
To allocate income for salaries and associated fringe benefit; supplies; repair and maintenance; contracted services		
***00000.0-00000-73446-8620-0000000 (01.3 Fund)		<u>213,507</u>
State-Ca High School Exit Exam Prep #3		
To allocate income for salaries and associated fringe benefit; supplies; textbooks; travel & conference; contracted services; advertising; equipment		
	TOTAL:	\$ <u>228,197</u>

000032

FACULTY HOURLY - BUSINESS EDUCATION

New Hires

Name		Discipline	Salary Placement	Rate
Doles	Robert	Paralegal	A1	48.83

FACULTY HOURLY - FINE ARTS & COMMUNICATIONS

Reemployed

Name		Discipline	Salary Placement	Rate
Low	Gary	Art & Design	B5	60.33
Williams	Bradford	Theatre	B5	60.33

New Hires

Name		Discipline	Salary Placement	Rate
Landsberg	Maria	Art History	A1	48.83

FACULTY HOURLY - HEALTH OCCUPATIONS

Reemployed

Name		Discipline	Salary Placement	Rate
Toy	Brenda	Dental Assisting	B5	60.33

New Hires

Name		Discipline	Salary Placement	Rate
Lambie	Shelly	Clinical Nursing	A1	48.83
Heeren	Jeffrey	History	A1	48.83

FACULTY HOURLY - LIBERAL ARTS

Reemployed

Name		Discipline	Salary Placement	Rate
Roldan	Pablo	Foreign Language	B5	60.33
Levenshus	Joshua	Speech	A2	51.71

New Hires

Name		Discipline	Salary Placement	Rate
Ferguson	Leslie	English	A1	48.83000033

FACULTY HOURLY - PE/ATHLETICS

New Hires

Name		Discipline	Salary Placement	Rate
Moore	Jonathan	Athletics	A1	48.83

FACULTY HOURLY - SCIENCE, ENGINEERING & MATHEMATICS

Reemployed

Name		Discipline	Salary Placement	Rate
Ford	Bradley	Computer & Information Sciences	B5	60.33
Kauk	Jennifer	Biology	B1	48.83
Laredo	Nora	Computer & Information Sciences	B5	60.33
Huang	Fuze	Mathematics	A4	57.46

New Hires

Name		Discipline	Salary Placement	Rate
Bevli	Gurmohanjeet	Physics	A1	48.83

FACULTY HOURLY - TECHNOLOGY

Reemployed

Name		Discipline	Salary Placement	Rate
Barnes	James	Welding	B1	48.83

FACULTY HOURLY - COMMUNITY, INDUSTRY & TECHNOLOGY EDUCATION

New Hires

Name		Assignment	Salary Placement	Rate
Lopez	Alejandro	GED/Occupational Prep	A1	48.83

000034

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

Locker and Equipment Manager @26-1 (\$3,020.00 per month) effective January 22, 2009:
Daniel Tufnell (Physical Education/Athletics)

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

Orozco, Josue	Aide-General (Lab)	\$8.00/hr	07/01/08
Guravska, Karina	Aide-General (Laborer)	\$8.00/hr	12/01/08
Gonzalez-Guerrero, Esmeralda Pena, Johanna	Aide-Special (Counselor) "	\$8.00/hr "	10/25/08 "
Madrigal, Yessenia	Aide-Special (Special Ed.)	\$8.00/hr	01/12/09
Shah, Dushyant Tawadrous, Paul	Aide-Special (Tutor) "	\$8.00/hr "	11/14/08 11/03/08
Ponce, Maria	Dispensary Clerk	\$8.64/hr	09/01/08
Barrita-Diaz, Miguel Torres, Maria Del Carmen Zogheib, Tania	Instructional Aide I " "	\$9.56/hr (1) \$10.51/hr (3) \$9.56/hr (1)	08/25/08 07/01/08 01/01/09
Candelario, Manuel Sakrekov, Isaac Vazquez-Rivera, Lorena	Intermediate Clerk " "	\$9.56/hr " "	11/25/08 12/01/08 11/17/08
Akabike, Andrea Rodriguez, Edgar	Intermediate Typist Clerk "	\$9.56/hr "	12/01/08 11/01/08
Mathews, Ashaka Moore, Mary	Community Outreach Worker "	\$9.99/hr "	12/14/08 07/01/08
Cho, Hye I. Espinoza Osnaya, Fabiola Ventura, Geovani	Program Assistant I " "	\$9.99/hr " "	10/25/08 " 10/08/08
Chen, Wilson Guijarro, Max Hernandez, Ben Krause, Peter Lopez, Rafael Reynoso, Daniel Roca, Rey Saddler, Timothy Snipes, Daniel	Instructional Aide II " " " " " " " "	\$14.13/hr (3) \$12.81/hr (1) \$14.13/hr (3) " \$12.81/hr (1) " " " "	11/25/08 " 07/01/08 " 11/25/08 " 11/05/08 11/17/08 11/19/08

000035

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

Parks, Cliff	Senior Applications Analyst	\$19.05/hr	12/09/08
Carey, Francielle	Grant Writer	\$19.51/hr	11/05/08
Gartner, Bryce	"	"	"
Spence, Charles	"	"	12/09/08
Hulett, Olivia	Cont. Ed. Specialist (Arts & Crafts)	\$22.45/hr	01/12/09
Smiley, Gregory	"	"	"
Van Aken, Earl	"	"	07/01/08
Ashe, Suzanne	Community Education Specialist	\$29.15/hr	08/18/08
Barlow, Chris	"	"	11/18/08
Choi, Hye-Jin	"	"	11/25/08
Johnson, Dewayne	"	"	11/15/08
Knight, Raymond	"	"	12/01/08
Moreland, Eddie	"	"	11/25/08
Neiman, Julia	"	"	11/15/08
Csiszer, Pauline	Aide-Special (Interpreter V)	\$39.50/hr	01/01/09
Bronner, Ramon	Cont. Ed. Specialist (Business Tech)	\$50.52/hr	12/01/08
Pacheco, Rupert	"	"	07/01/08
Tait, Mark	"	"	"
Taylor, Kevin	"	"	"

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CERRITOS COLLEGE

TO: Board of Trustees
FROM: William C. Farmer Jr., Acting President/Superintendent *WCF*
DATE: January 21, 2009
SUBJECT: **Consideration of Approval of Extension of Strategic Plan Timeline**

RECOMMENDATION

It is recommended that the Board of Trustees extend the period of the District's current strategic plan from 2005-2008 to 2005-2011.

OVERVIEW

A recent study of the District's strategic plan by the Office of Research and Planning concludes that only 18 per cent of the goals have been completed although progress has been made toward completion of the remaining goals. In order to fully complete the plan's goals, it is recommended that the life of the strategic plan be extended through academic year 2010-11. Work on a new strategic plan would begin in time to have a new plan in place at the start of the 2011-12 academic year.

ANALYSIS

In its analysis, the Office of Research and Planning implies that completing all the goals and activities of the strategic plan in three years may have been too ambitious. By comparison, many strategic plans at similar institutions last for 5-7 years. The Office of Research and Planning's study concluded that only 40% of the 89 supporting activities had been completed while 48% had been partially completed. The uncompleted and partially completed goals and activities remain as applicable today as they were three years ago, so the District would benefit by continuing to complete the current strategic plan. The plan will continue to be reviewed annually to determine progress in meeting goals and completing supporting activities.

FINANCIAL IMPLICATIONS

There should be no additional cost to the District in extending the life of its strategic plan.

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CERRITOS COMMUNITY COLLEGE DISTRICT
MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
FEBRUARY 4, 2009

- I. CALL TO ORDER The meeting was called to order at 6:00 p.m. by Mr. Epple, 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 Dr. Edmiston and seconded by Dr. Hughlett to approve the minutes of the regular meeting of January 21, 2009. The vote for approval was unanimous.
- IV. PUBLIC HEARING A. Mr. Epple opened the Public Hearing for Presentation of the Initial Proposal for Negotiation of a Successor Collective Bargaining Agreement for the 2009-2010 Academic Year Submitted by Cerritos College Faculty Federation, Local 6215, CFT/AFT, AFL-CIO for Official Receipt and Public Hearing (attachment). Dr. Ted Stolze, CCFF President, stated that CCFF is committed to collaborating with the District during the difficult budget times ahead. He added that collective bargaining and shared governance must inform and reinforce each other. He stated that CCFF continues to think beyond the current round of negotiations and seek a comprehensive contract that is comparable to what exists at other community colleges. It was moved by Mr. Arthur and seconded by Dr. Hughlett to close the public hearing. The vote to close the public hearing was unanimous.
- V. INSTITUTIONAL PRESENTATIONS
Accountability Reporting for
Community Colleges
(ARCC) Presentation A. Mr. Farmer made a presentation on Accountability Reporting for the Community Colleges (ARCC). He provided background information, college performance indicators and progress and achievement. There was much discussion regarding the data shown in the presentation. Mr. Farmer stated that a number of initiatives are underway in basic skills and the Developmental Education Committee hopes their success will have an impact on future data. He added that staff is looking into the possibility of replicating the ARCC measures for individual divisions and departments. Dr. Reece stated that the data shows an alarming trend and added that the college has begun to address low performance areas by the creation of the transfer push initiative, Habits of Mind Campaign and student learning outcome strategies. Dr. Linda Rose, Dean of Liberal Arts stated that faculty members have been looking closely at ESL improvement rates. She stated that a number of students choose not to take the ESL assessment test and as a result they take regular English courses which they are not prepared to take. She added that faculty members are currently looking for solutions to this issue. Mr. Jackson indicated that he was concerned when the Board received the ARCC data last year and added that he continues to be concerned. He added that he feels students do not know how to prepare for class and added that he feels confident that

there will be a positive change in the data due to the Habits of Mind campaign and its effects. Dr. Cho recommended looking at ways to increase revenue through grants for students and requested regular updates regarding Habits of Mind and student learning outcomes. Mr. Epple stated that ARCC was established for accountability and added that the data may impact the college's budget in the future. He added that he would like to agendize a study session in the future to discuss strategies for student success. Dr. Hughlett stated that perhaps the Board could receive a quarterly report and Dr. Edmiston suggested a report each semester that provides updates on the strategies for student success.

Budget Update

- B. Mr. Albanese indicated that the state still has not passed a budget and he added that California now has the lowest credit rating in the United States.

VI. PUBLIC PRESENTATIONS There were no public presentations.

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

- H. It was moved by Mr. Jackson and seconded by Dr. Hughlett to approve Item H:

Change Order #1, Bid #0607-25, Central Plant & Infrastructure Phase I, as attached.

Dr. Hughlett asked for more detail about the change orders. Robert Riffle, Director of Physical Plant, explained the change order items and added that all items were requested by the college. The vote for approval was unanimous.

- A. Approved Perkins/VTEA Grant Stipend, as attached.
- B. Approved National Science Foundation "Teaching Secondary School Scholar Partnership", Year 4 Stipends, as attached.
- C. Approved Teaching Assistant Program Participant, as attached.
- D. Approved Memorandum of Understanding for the Faculty Inquiry Network Project with Chabot-Las Positas CCCD, as attached.
- E. Approved Sabbatical Leave Applications for 2009-2010 Academic Year, as attached.
- F. Approved Board Resolution #09-02 to Waive Sabbatical Leave Bond, as attached.
- G. Approved Resolution No. 09-01 Authorizing the Vice President of Business Services, or Designee, to Execute/Amend Small Contracts under \$25,000, as attached.
- H. This item was considered separately.
- I. Approved Budget Extensions and Budget Transfers, as attached.

- 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.

VIII. ADMINISTRATIVE MATTERS

- A. As information, the Board book contained College Coordinating Committee Minutes for December 8, 2008.
- B. This item was pulled from the agenda.

IX. REPORTS

- A. Board of Trustees
Dr. Cho congratulated Karen Welliver on being the winningest coach in California Community College Women's Basketball history.

Dr. Hughlett stated that the CCLC Legislative Conference in Sacramento was excellent. He indicated that the group had an opportunity to meet with many key legislators. He concluded by stating that he will be reviewing the second draft of the accreditation report. He proposed that the Board consider a study session after February 18 if constituent groups on campus still need time to discuss and review the changes before the Board approves the report.

Dr. Edmiston thanked Mark Wallace for coordinating the legislative activities during the CCLC Legislative Conference.

Mr. Macias stated that ASCC has established a committee to address the financial crisis among students. He also announced that ASCC is working with the Foundation to develop the iFalcon scholarship for students on campus and added that they will be holding a car wash fundraiser in the near future.

- B. Faculty and Staff Leadership
There were no reports.

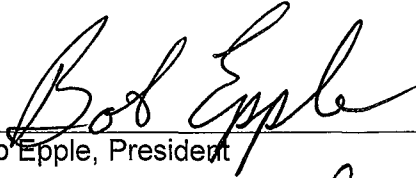
- C. Acting President/Superintendent and Vice Presidents
Mr. Farmer indicated that Congresswoman Grace Napolitano will visit the campus on February 20 to learn more about the automotive technology program and Vintage Cerritos. He stated that the groundbreaking ceremony for the Classroom/Laboratory/Office Building #1 will be held on Wednesday, March 4. He indicated that Mark Wallace and Toni Grijalva attended the 106th anniversary of the Downey Chamber of Commerce where Cerritos College was honored for being a 20-year member. Mr. Farmer concluded by stating that as of Monday, the head count at Cerritos College is up 12.2%, FTES is up 9.8% overall and up 10.93% in credit classes.

Dr. Brock introduced Carl Bengston, Dean of the Library and Learning Resource Center, who was present in the audience.

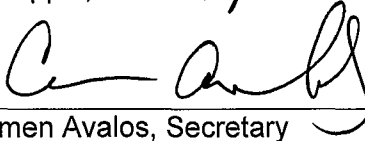
X. CLOSED SESSION

The Board adjourned to closed session at 7:22 p.m.

- XI. RECONVENE The Board reconvened at 7:42 p.m.
- XII. ADJOURNMENT The meeting was adjourned at 7:42 p.m.
- XIII. NEXT REGULAR MEETING The next regular meeting of the Board of Trustees is scheduled for Wednesday, February 18, 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*
PREPARED BY: Daniel O'Rourke, Acting Director of Human Resources *DOTZ*
DATE: February 4, 2009
SUBJECT: **Presentation of Initial Proposal for Negotiation of a Successor Collective Bargaining Agreement for the 2009-2010 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 a successor collective bargaining agreement for the 2009-2010 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 a successor collective bargaining agreement for the 2009-2010 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 a successor collective bargaining agreement for the 2009-2010 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.

Attachment



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

2009 JAN 14 A 11:12

Cerritos College Faculty Federation Memorandum

TO: DAN O'ROURKE, ACTING DIRECTOR OF HUMAN RESOURCES
FROM: TED STOLZE, PRESIDENT, CERRITOS COLLEGE FACULTY FEDERATION
DATE: JANUARY 14, 2009
SUBJECT: THE CCFF'S PROPOSAL FOR A NEGOTIATION OF A SUCCESSOR COLLECTIVE BARGAINING AGREEMENT BETWEEN THE CERRITOS COLLEGE FACULTY FEDERATION (CCFF) AND THE CERRITOS COLLEGE COMMUNITY COLLEGE DISTRICT FOR THE 2009-2010 ACADEMIC YEAR

The following is the CCFF's proposal for negotiation of a successor Collective Bargaining Agreement between the Cerritos College Faculty Federation (CCFF), AFT Local 6215, and the Cerritos Community College District for the 2009-2010 academic year. The CCFF proposes to enter seventeen (17) new articles into negotiations and to amend existing articles as listed below in order to achieve a comprehensive contract.

NEW ARTICLES TO NEGOTIATE IN 2009-2010:

Academic Freedom covers the need for the District and Union to work cooperatively to promote and maintain a climate of free inquiry and discussion. The District and the Union should actively seek to maintain a teaching and learning environment that is free of harassment, discrimination, or abusive conduct, and should promote learning activities that enhance critical thinking by students.

Benefits covers health, retirement, and other benefits program for active full-time and part-time employees, retirees, and their dependents. This article involves all aspects of benefits including, but not limited to, dependents (spouse, domestic partner, children), enrollment (initial, open, changes in), district contribution, and COBRA.

Conferences and Travel addresses the value of professional development activities and establishes a funding mechanism to support faculty attendance at professional conferences, meetings, and workshops.

Faculty Service Areas considers how the Board should comply with the California Education Code Section 87743, which provides for the establishment, in joint agreement with the Faculty Senate and the Union, of Faculty Service Areas (FSAs) to be used in the event of reduction in force while

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providing each faculty member and tenured administrator the right to qualify for one or more of these Faculty Service Areas. (Board Policy 7213)

Holidays and Vacation Days establishes paid holidays such as Veteran's Day, Labor Day, and Martin Luther King, Jr., Day for all full-time and part-time faculty.

Intellectual Property Rights addresses ownership when faculty members make use of District resources in the development of intellectual property.

Just Cause addresses procedures, standards, and rights concerning discipline, reprimand, suspension, dismissal, and complaints.

Leaves establishes procedures for taking leaves including for bereavement, child care, elder care, family illness, jury duty, personal necessity, catastrophic illness, parental needs, military service, and assault and battery/harassment. This section also includes sabbatical leaves.

Non-Discrimination proposes that the Board and the Union agree not to discriminate against any faculty member on the basis of race, color, creed, national origin, religion, sex, age, sexual orientation, political beliefs, political activities, political affiliations, marital status, or disability. The Board and the Union should also comply with all federal and state laws regarding non-discrimination. Finally, the Board should not discriminate against faculty members or applicants for faculty positions because of their membership in the Union or because of their exercise of other rights to meet and negotiate as provided by law.

Past Practices and New District Policies requires advance notification of proposed changes in District policies that may have an impact on faculty wages and working conditions; and addresses the District's obligation to bargain with the Union prior to changing any existing written rules, written regulations, written procedures, or existing practices.

Personnel Files addresses the placement of, and access to, faculty personnel files.

Reduction in Workload allows eligible full-time faculty to request a reduction in workload to part time (not less than half time) with prorated pay and maintenance of full-time benefits.

Resignation and Replacement establishes the process by which a faculty member may voluntarily terminate employment with the District and the District's obligation to replace faculty members.

Retirement outlines process and procedures for retirement, and rights and benefits of emeritus status.

Supplemental Compensation and Released/Reassigned Time refers to compensation for work beyond a standard workload; specifies how and by whom a faculty member may be released or reassigned from a part or all of his/her assignment to perform other assigned duties.

Transfer refers to voluntary and involuntary transfer of classroom and non-classroom faculty. Includes procedures and time frame.

Tuition Reimbursement and Waiver Plans refers to tuition reimbursement (tuition recompensed) for full-time and part-time faculty who elect to fulfill professional growth by continuing their education. Also establishes a tuition waiver program for faculty members and their dependents who attend Cerritos College.

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REOPENERS AND CONTINUED BARGAINING OVER:

We intend to extend, refine, and modify existing language as well as to include new sections in the articles briefly summarized below.

Article 1: Recognition modifies definition of bargaining unit.

Article 2: District Rights introduces the idea of grievability.

Article 3: Union Rights proposes ex-officio CCFF representation on the Board of Trustees, enhanced representation on shared governance committees, and additional released time for CCFF officers.

Article 4: Salary proposes salary increases for full-time and part-time faculty. It awards credit on the salary scale for prior part-time and full-time teaching experience for tenure-track hires, including retroactive pay where appropriate. It also proposes a full step and column system for part-time faculty.

Article 5: Evaluation modifies faculty rights in the evaluation process.

Article 7: Temporary Part-Time Faculty Reemployment/Assignment expands upon first consideration rights.

Article 10: Term

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.

Sustainable Workplace 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.

Retirement Incentives refers to the Union and the District reopening negotiations on a retirement incentive at any time at the request of either party.

CERRITOS COLLEGE

TO: Board of Trustees
FROM: William C. Farmer Jr., Acting President/Superintendent *WCF*
REVIEWED BY: Dr. Marilyn Brock, *MB* Interim Vice President of Academic Affairs
PREPARED BY: Nick Kremer, Executive Dean Community, Industry and Technology Education
DATE: February 4, 2009
SUBJECT: Consideration of Approval of Perkins/VTEA Grant Stipend

RECOMMENDATION

It is recommended that the Board of Trustees approve a stipend for Steven Hirohama for the 2008-2009 academic year.

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. Steven Hirohama, Fine Arts faculty member, is responsible for developing and coordinating the workshops and scheduling guest speakers. He will receive a \$2,500 stipend per semester for a total of \$5,000 for the 2008-2009 academic year.

FINANCIAL IMPLICATIONS

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

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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: February 4, 2009

SUBJECT: Consideration of Approval of the National Science Foundation "Teaching Secondary School Scholar Partnership", Year 4 Stipends

RECOMMENDATION

It is recommended that the Board of Trustees approve payment of stipends from the National Science Foundation "Teaching Secondary School Scholar Partnership" Grant for Jeff Bradbury and Mark Hugen. The Board of Trustees approved the National Science Foundation Grant extension on October 1, 2008.

OVERVIEW

Funding from the National Science Foundation is 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. To accomplish this goal, seven objectives will be developed and implemented, including: 1) recruitment, 2) curriculum development, piloting, and pathway development; 3) fieldwork, 4) mentoring, 5) counseling and advising, 6) professional development, and 7) university transfer.

ANALYSIS

As stipulated and funded by the Cerritos College Teaching Secondary School Scholar Partnership Program NSF grant, the following tasks and activities will be carried out: Jeff Bradbury, Chemistry Department, and Mark Hugen, Mathematics Department, will serve as Cerritos College Mentors. Mentoring provides students with critical individual support and role modeling throughout their preparation for teaching. It is a central component in this project. Once intake is conducted, students will be matched with mentors in their discipline: one each from Cerritos College, CSULB, and John Glenn High School. This mentoring "triad" will ensure that support and advisement of students is seamless no matter where the students are working and learning. These mentors will work together to meet with students and monitor their progress through the program. All mentors will coordinate to ensure that students' coursework and fieldwork are successfully integrated into a positive classroom experience. Professional development activities such as the conference attendance of students and mentors will facilitate building a "community of learners."

FINANCIAL IMPLICATIONS

The following full-time certificated Cerritos College employees are to receive a stipend for work performed February 5, 2009 through September 30, 2009.

Jeff Bradbury	-	\$2,000
Mark Hugen	-	\$2,000

NSF funds will be utilized for these expenditures.

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CERRITOS COLLEGE

TO: Board of Trustees
FROM: William C. Farmer, Jr., Acting President/Superintendent *WCF*
REVIEWED BY: Dr. Marilyn Brock, Interim Vice President of Academic Affairs
PREPARED BY: Dr. Linda Rose, Interim Dean of Library and LRC
DATE: February 4, 2009
SUBJECT: **Consideration of Approval of Teaching Assistant Program Participant**

RECOMMENDATION

It is recommended that the Board of Trustees approve Briseyda Valencia as a Teaching Assistant Program Participant for the 2008-2009 academic year.

OVERVIEW

The Cerritos College Staff Development Program offers the Teaching Assistant Program (TAP) to graduate students interested in unpaid internships.

ANALYSIS

From time to time we accept volunteers to assist the instructor and to provide the volunteer an opportunity to earn hours that can be used as part of his/her internship. In this case the volunteer is a graduate of California State Dominguez Hills with a Master of Arts degree in Health Science and a Bachelor of Arts degree in Kinesiology and Physical Education from California State University Long Beach and will work under the supervision of the instructor, Ni Bueno.

FINANCIAL IMPLICATIONS

There is no cost to the District.

CERRITOS COLLEGE

TO: Board of Trustees

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

REVIEWED BY: Dr. Marilyn Brock, *MB* Interim Vice President of Academic Affairs/Provost

PREPARED BY: Dr. Jan Connal, Counselor

DATE: February 4, 2009

SUBJECT: Consideration of Approval of Memorandum of Understanding for the Faculty Inquiry Network Project with Chabot-Las Positas CCCD

RECOMMENDATION

It is recommended that the Board of Trustees approve the Memorandum of Understanding (MOU) from the Chabot-Las Positas CCCD for collaborating as partners in the development and delivery of the Faculty Inquiry Network.

OVERVIEW

A statewide Faculty Inquiry Network is being created as part of a Hewlett Foundation Grant administered by Chabot-Las Positas CCCD. The purpose of the Network is to improve educational outcomes by supporting faculty inquiry into teaching and learning practices. Cerritos College has been selected as one of 18 colleges in the State to contribute to the development of the Network. The MOU shall be in effect from January 1, 2009 through December 30, 2010.

ANALYSIS

The Network will infuse a culture of inquiry throughout the State by engaging faculty in the Scholarship of Teaching and Learning (SoTL). Network teams, including the Cerritos College team, will systematically investigate teaching and learning, using evidence of student learning to refine educational practices. In this project, teams will engage in the following tasks:

- Participate in a structured series of campus-based, collaborative faculty inquiry meetings to examine teaching and learning within their practice.
- Attend various statewide and regional meetings for planning, developing, implementing and evaluating the Network.
- Develop authentic, visible multimedia representations of teaching and learning inquiry findings about developmental learners.
- Collect, interpret, and share a range of data, including student demographic and educational outcomes data for contextual, cross-campus analysis.

FINANCIAL IMPLICATIONS

The college will receive \$17,500 in funding to cover the cost of participation in the Faculty Inquiry Network.

There is no cost to the District.

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CERRITOS COLLEGE

TO: Board of Trustees

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

PREPARED BY: *MB* Dr. Marilyn Brock, Interim Vice President of Academic Affairs

DATE: February 4, 2009

SUBJECT: Consideration of approval of Sabbatical Leave Applications for 2009-2010 Academic Year

RECOMMENDATION

That the Board of Trustees approves requests for sabbatical leaves of absence for:

Christine Arfwedson	2009-10 Academic Year
Steve Berklite	2009-10 Academic Year
William McFadden	2009-10 Academic Year
Cheryl Shimazu	2009-10 Academic Year
Robert Walther	2009-10 Academic Year

OVERVIEW

Approval is requested for sabbatical leaves of absence during the 2009-2010 academic year for Christine Arfwedson, Professor, Nursing; Steve Berklite, Professor, Automotive Technology; William McFadden, Professor, Mathematics/Computer Science; Cheryl Shimazu, Professor, Chemistry, and Robert Walther, Professor, Microbiology.

ANALYSIS

1. Education Code Section 87768 authorizes the governing board of a community college district to grant a sabbatical leave to any certificated employee who has rendered service to the district for at least six consecutive years preceding the granting of the leave, but not more than one such leave shall be granted in each six year period.
2. Board Policies establish rules and regulations for sabbatical leaves at Cerritos College. All certificated school-month employees shall be eligible after serving six consecutive years for a semester leave or a school year leave at 70% of contract salary. All certificated school-month employees shall be eligible after serving 10 consecutive years for a semester leave or a school year leave at 100% of contract salary.
3. Board Policies establish rules and regulations for sabbatical leaves for the purposes of study, research, travel, work experience or other related creative activity.

4. *Board Policy states that the maximum number of sabbatical leaves granted in any one year shall not exceed 5% of the full-time certificated employees. The maximum number of one-year sabbatical leaves will be limited to 3% of the full-time certificated employees. Board Policy authorizes that the remaining 2% be granted one-semester sabbatical leaves. The number of sabbatical leaves that have been recommended total 1.14% of the full-time certificated employees at Cerritos College.*

The Sabbatical Leave Committee (SLC), a Faculty Senate standing committee chaired by Associate Professor Kimberly Rosenfeld, applying the criteria established in the "Sabbatical Leave Policy" (Board Policy 7220. Ed Codes 87767 et seq.) (Board approved August 10, 1999; Faculty Senate approved August 26, 1997) from the Cerritos College "Faculty Handbook 2003-2004," and the Faculty Senate, chaired by Dr. Bryan Reece, submit unanimous approval, and recommend the Sabbatical Leave of Absence proposals for the 2009-2010 academic year for the following:

- A. Christine Arfwedson, Professor, Nursing; 2009-2010 academic year; *Formal study, self-directed study* (100% of regular contract salary).

Mrs. Arfwedson plans to update her knowledge and pedagogical skills in her core teaching areas of obstetrics, pediatrics, community-based nursing and nutrition. She will accomplish these objectives by studying the most recent periodical and internet research, visiting health care sites to observe current nursing practice, and completing formal coursework. She will study and learn the newest methods of media use to enhance and update her existing lessons.

- B. Steve Berklite, Professor, Automotive Technology; 2009-2010 academic year; Formal, and self-directed study (100% of regular contract salary).

Mr. Berklite will take coursework at local manufacturer training centers in the latest technology. He will make visits to automotive training programs to observe teaching techniques and presentation methods, including electronic self-paced instruction to allow implementation of these techniques into our college classrooms. He will visit automotive employers to verify that the course content that is added to the college curriculum is satisfying their needs and is of value to students. Mr. Berklite will use his sabbatical leave to provide information that will advance the subject matter presented in the automotive department and enhance effective teaching practices to improve student learning outcomes and success.

- C. William McFadden, Professor, Mathematics/Computer Science; 2009-2010 academic year; research and self-directed study (100% of regular contract salary).

Mr. McFadden will do independent research on the various capabilities of the Texas Instruments graphing calculators and will create instructional materials for use by faculty and students in the classroom. Students are required to use graphing calculators in trigonometry (MATH 140), college algebra (MATH 114), finite math (MATH 115), statistics (MATH 112), business calculus (MATH 116), pre-calculus (MATH 150), and calculus (MATH 170, 190, 220 and 240). The graphing calculators included in the research are the TI-83 plus, TI-84 plus, TI-89, and TI-Nspire. He will also create instructional materials for the software package Maple to supplement and extend the graphics capabilities of the graphing calculators used in the courses listed above.

- D. Cheryl Shimazu, Professor, Chemistry; 2009-2010 academic year; Formal and self-directed study and travel (100% of regular contract salary).

Mrs. Shimazu will survey chemistry classes in order to determine what classroom changes should be made to enhance teaching and learning. To that end she will have formal study in designing assessment tools. In order to help revitalize and update her chemistry courses, Professor Shimazu will attend conferences to expand her knowledge of effective teaching practices and the appropriate use of educational technology in the classroom. Her updated courses will include new digital chemistry images and videos as well as digital links to online chemistry resources. Finally, Mrs. Shimazu will travel to England, Germany and France for a historical perspective on chemistry.

- E. Robert Walther, Professor, Microbiology; 2009-2010 academic year; Travel, research project, course revision, and instructor's guide development (100% of regular contract salary).

Mr. Walther's sabbatical leave will feature travel in England to trace the footsteps of the pioneers of microbiology. His studies will take him to England, Scotland, France, Germany and the Netherlands and will include organized visits to the outstanding biological museum and library collections of the world. His sabbatical year will also include a field study of a lake in Minnesota where he will monitor the lake for the presence of fecal contaminants. Mr. Walther's sabbatical plans include visits to neighboring community colleges where he will explore ways of making the microbiology lab experience more relevant to student preparation in the health sciences. He also plans to complete an instructor's guide for use by faculty teaching MICR 200.

Consideration of Approval of Sabbatical Leaves
Page 4
February 4, 2009

FINANCIAL IMPLICATIONS

The amount of \$198,000 will be budgeted to cover the cost of replacing sabbatical leave applicants with part-time faculty to teach their regular loads.

MB/jag

Sabbatical Leave applications submitted under separate cover

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CERRITOS COLLEGE

RESOLUTION #09-02

WHEREAS, Christine Arfwedson, Steve Berklite, William McFadden, Cheryl Shimazu and Robert Walther have petitioned for a sabbatical leave of absence for the 2009-2010 academic year at 100% of the contract salary; and

THEREFORE BE IT RESOLVED that the Board of Trustees declares that the interest of the District is protected by written agreement of the above named certificated employees to return to the services of the District and render at least two years of service therein following a one-year sabbatical leave, and

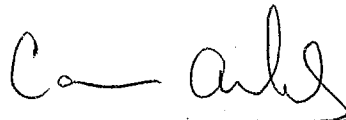
BE IT FURTHER RESOLVED that the Board of Trustees waives all requirements for furnishing a bond, and that it will pay the above-mentioned certificated employees while on leave in the same manner as though a bond were furnished.

This RESOLUTION was adopted by a

Vote upon the motion by Trustee DR. BOB HUGHLETT

And seconded by Trustee BOB ARTHUR

At a regular meeting of the Board of Trustees of the
Cerritos College Community College District held on
February 4, 2009.



Secretary, Board of Trustees

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 *[Signature]*

PREPARED BY: Jenney Ho, Director of Purchasing

DATE: February 4, 2009

SUBJECT: **Consideration of Approval of Bid #0809-03, Southland Cerritos Center for Transportation Technologies**

RECOMMENDATION

It is recommended that the Board of Trustees approve to award the bid #0809-03, Southland Cerritos Center for Transportation Technologies, 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 October 24 and October 31, 2008. The bid due date was on January 15, 2009.

ANALYSIS

On January 15, 2009, twelve 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 \$3,329,273.00. Funding for this project will come from the GO Bond.

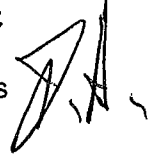
Bid #0809-03, Southland Cerritos Center Transportation Technology

Contractor	Base Bid	Allowance	Total Amount
EMAE International	3,179,273.00	150,000.00	3,329,273.00
Cavecche Engineering & Const.	3,671,613.00	150,000.00	3,821,613.00
Metro Builders & Engineers	3,743,377.00	150,000.00	3,893,377.00
HCH Constructors-Managers, Inc.	3,897,000.00	150,000.00	4,047,000.00
Perera Construction	3,954,000.00	150,000.00	4,104,000.00
G-2000 Construction Inc.	4,076,000.00	150,000.00	4,226,000.00
Construction 1 One, Corp.	4,090,526.00	150,000.00	4,240,526.00
Erickson-Hall Construction	4,229,000.00	150,000.00	4,379,000.00
JRH Construction Co., Inc.	4,390,000.00	150,000.00	4,540,000.00
Angeles Contractor Inc.	4,491,000.00	150,000.00	4,641,000.00
Morillo Construction	4,898,000.00	150,000.00	5,048,000.00
ALFA 26 Construction Co.	4,982,000.00	150,000.00	5,132,000.00

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: Robert Riffle, Director of Physical Plant

DATE: February 4, 2009

SUBJECT: **Consideration of Approval of Change Order #1, Bid #0607-25, Central Plant & Infrastructure Phase I**

RECOMMENDATION

It is recommended that the Board of Trustees approve Change Order #1, Bid #0607-25, Central Plant & Infrastructure Phase I in the amount of \$426,697.58 (4%) with the new contract amount being \$10,603,697.58 and adding 195 additional days to the contract. Funding for this project is coming from the GO Bond.

OVERVIEW

On July 18, 2007, the Board awarded a contract to Minco Construction for the Central Plant & Infrastructure Phase I project. Public Contract Code Section 20659 requires Board approval for a change order to a public works bid.

ANALYSIS

This Change Order is comprised of four (4) items. All items were requested by Cerritos College.

Description	Cost	Time Extension
• Extend chilled water piping to the Science Building	\$48,587.58	10 days
• High Voltage and Communication Bunker 12 relocation	\$205,862.53	60 days
• Extend New High Voltage, Communications, Chilled Water, Domestic Water and Natural Gas service south to new Facilities Building location.	\$172,247.47	90 days
• Contract Time Extension	\$0.00	35 days

FINANCIAL IMPLICATIONS

Funding for Change Order #1 in the amount of \$426,697.58 is coming from the GO Bond Funds.

CERRITOS COLLEGE

TO: Board of Trustees
FROM: William C. Farmer, Jr., Acting President/Superintendent *WCF*
REVIEWED BY: James Albanese, Interim Vice President of Business Services *J.A.*
PREPARED BY: Lola Rizkallah, Director of Fiscal Services *Lola Rizkallah*
DATE: February 4, 2009
SUBJECT: Consideration of Approval to Make Budget Extensions and Budget Transfers

RECOMMENDATION

It is recommended that the Board of Trustees approve the budget extensions and budget transfers as presented.

OVERVIEW

Budget transfers and budget extensions are routinely processed to facilitate modifications to the adopted budget. These modifications are necessary to provide for unanticipated expenditure and revenue changes.

ANALYSIS

Pages 1 is the budget transfer between major account classifications for the Unrestricted General Fund. These transfers are self-balancing and have no effect on the ending balance.

Page 2 is the budget extension summaries that reflect the increased revenue of \$425,853 from Federal, State and Local funding with corresponding proposed expenditure. There is a correction to a grant budget reducing the expense to balance to the revenue. This is not a reduction in funding. This is an internal correction.

FINANCIAL IMPLICATIONS

Page 2 is the budget extension summaries that reflect the increased revenue of \$425,853 from Federal, State and Local funding and a decrease to grant expense budget of \$43,623.

Attachment

BUDGET TRANSFERS FOR FEBRUARY 4, 2009

01.0 FUND-GENERAL FUND-UNRESTRICTED

FROM

ACADEMIC SALARIES	\$	(208,633)
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	(2,300)
EMPLOYEE BENEFITS	\$	(35,088)
SUPPLIES AND MATERIALS	\$	(4,779)
OTHER CONTRACT EXPENSES AND SERVICES	\$	
CAPITAL OUTLAY	\$	
OTHER OUTGO	\$	

TOTAL

\$ (250,800)

TO

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	248,714
CAPITAL OUTLAY	\$	2,086
OTHER OUTGO	\$	

TOTAL

\$ 250,800

Transfers: Between object codes

Self Balancing: No effect on ending balance

Number of Transfer Requests: Four (4)

Divisions/Departments/Programs:

Faculty Senate; Apprenticeship

APPROPRIATION TRANSFER ANALYSIS FOR FEBRUARY 4, 2009

Revenue:

***00000.0-00000-71200-8622-0000000 (01.3 Fund)	\$	233,717
State- EOPS		
To allocate income for salaries and associated fringe benefit; supplies; travel conference; advertising; payment to or for students; grants for students aid		
***00000.0-00000-72000-8130-0000000 (01.3 Fund)		21,821
Fed-Family Literacy-WIA		
To allocate income for salaries and associated fringe benefit; textbooks; supplies; travel and conference; advertising		
***00000.0-02800-72800-8629-0000000 (01.3 Fund)		31,991
State- Cooperative Agency Resources Education		
To allocate income for salaries and associated fringe benefit; supplies; payment to or for students; grants for students aid		
***00000.0-00000-73445-8620-0000000 (01.3 Fund)		138,324
State-Ca High School Exit Exam Prep #2		
To allocate income for salaries and associated fringe benefit; supplies; textbooks; travel and conference; contracted services; advertising; equipment.		
Prior year grant was \$230,540 less expenses of \$34,959 for a total variance of \$195,581. Revenue was budgeted as \$57, 257 and should be \$195,581 for a total variance of \$138,324.		
 Total Revenue:		<u>425,853</u>

Expenditures:

***00000.0-00000-73445-4550-6190000 (01.3 Fund) (Same location as above)	<u>(43,623)</u>
State-Ca High School Exit Exam Prep #2	
The expense budget was entered as \$239,204 and should have been \$195,581 for a variance of \$43,623. This correction brings the expense budget in line with the revenue budget. This is not a reduction of funding. This is an internal correction to the budget.	

CERRITOS COLLEGE

TO: Board of Trustees
FROM: William C. Farmer, Jr., Acting President/Superintendent *WCF*
REVIEWED BY: Daniel M. O'Rourke, Acting Director of Human Resources *DOR*
PREPARED BY: Adriana Flores-Church, Assistant Director of Human Resources *Adriana*
DATE: February 4, 2009
SUBJECT: **Consideration of Approval and/or Ratification of Employment of Temporary and/or Substitute Hourly Faculty Personnel, as needed for 2008-2009 Academic Year**

RECOMMENDATION

It is recommended that the Board of Trustees approve and/or ratify the employment of temporary and/or substitute hourly faculty personnel as needed for the 2008-2009 academic year, as presented on the attached list.

OVERVIEW

The attached list of temporary and/or substitute hourly faculty personnel is submitted for approval of employment.

ANALYSIS

Human Resources has received and completed the processing of Employment Request forms for the employment of temporary and/or substitute hourly faculty personnel as indicated on the attached list.

All requirements for employment processing have been completed, and Human Resources cleared the individuals for employment.

FINANCIAL IMPLICATIONS

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

Attachment

FACULTY HOURLY - ACADEMIC AFFAIRS**Reemployed**

Name	Assignment	Salary Placement	Rate
Mendoza	Myrna Project Hope	A1	48.83

FACULTY HOURLY - BUSINESS EDUCATION**Reemployed**

Name	Discipline	Salary Placement	Rate
Cline	Margaret Court Reporting	A1	48.83

New Hires

Name	Discipline	Salary Placement	Rate
Huebel	Doris Paralegal	A1	48.83
Kim	Rick Paralegal	A1	48.83

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

Name	Discipline	Salary Placement	Rate
Pearson	Patrick Theatre Arts	B1	48.83
Salazar	Hector Music	B5	60.33

New Hires

Name	Discipline	Salary Placement	Rate
Delgado	Jasmine Art & Design	A1	48.83
Konya	Amanda Photography	A1	48.83

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

Name	Discipline	Salary Placement	Rate
Dzida	Andrew Philosophy	B1	48.83

FACULTY HOURLY - LIBERAL ARTS**New Hires**

Name	Discipline	Salary Placement	Rate
Givhan	Jennifer English	A1	48.83
Schendel	Kelly English	A1	48.83
Smith	Joshua English	A1	48.83
Simoes	Nora English	A1	48.83

FACULTY HOURLY - PE/ATHLETICS

Reemployed

Name		Discipline	Salary Placement	Rate
Gaudet	Gary	Athletics	B5	60.33

FACULTY HOURLY - SCIENCE, ENGINEERING & MATHEMATICS

Reemployed

Name		Discipline	Salary Placement	Rate
Khan	Rashid	Astronomy	B5	60.33

FACULTY HOURLY - TECHNOLOGY

Reemployed

Name		Discipline	Salary Placement	Rate
Duncan	Christopher	Plastics	A3	54.60
Mees	Randall	Engineering Design Technology	A2	51.71

New Hires

Name		Discipline	Salary Placement	Rate
Goldman	Steven	Automotive Mechanical Repair	A1	48.83

CERRITOS COLLEGE

TO: Board of Trustees
FROM: William C. Farmer Jr., Acting President/Superintendent *WCF*
REVIEWED BY: Daniel M. O'Rourke, Acting Director of Human Resources *DOT*
PREPARED BY: Adriana Flores-Church, Assistant Director of Human Resources *Church*
DATE: February 4, 2009
SUBJECT: **Consideration of Approval and/or Ratification of Employment of Classified, Short-Term, Substitute, and/or Student Hourly Personnel**

RECOMMENDATION

It is recommended that the Board of Trustees approve and/or ratify the employment of classified, short-term, substitute, and/or student hourly personnel as presented on the attached list.

OVERVIEW

The attached list of classified, short-term, substitute, and/or student hourly personnel is submitted for approval and/or ratification of employment.

ANALYSIS

The Human Resources Office has received and completed the processing of Employment Request forms for the employment of classified, short-term, substitute, and/or student hourly personnel as indicated on the attached list.

All requirements for employment processing have been completed, and the Human Resources Office has cleared the individuals for employment.

FINANCIAL IMPLICATIONS

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

Attachment

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

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

Silva, Ronnie	Custodian	\$9.76/hr	12/18/08
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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

Lee, Peter	Aide-Special (Special Ed.)	\$8.00/hr	01/12/09
Mares, Luis	"	"	"
Isas, Jaqueline	Instructional Aide I	\$9.56/hr (1)	01/12/09
Mejia-Gramajo, Edgar	Intermediate Clerk	\$9.56/hr	01/12/09
Mitchum, Lauren	"	"	01/05/09
Silva, Ronnie	Custodian	\$9.76/hr	12/18/08
Jacinto, Franklin	Program Assistant I	\$9.99/hr	01/12/09
McLeod, Joshua	"	"	11/01/08
Rosales, Claudia	"	"	01/12/09
Salib, Joseph	"	"	01/05/09
Williams, Amadi	"	"	01/12/09
Markey, Yolanda	Student Services Assistant	\$11.88/hr	01/05/09
Tomblin, Pamela	Speech and Language Instructional Aide	\$12.81/hr (1)	01/12/09
Lopez, Alejandro	Program Facilitator	\$13.79/hr	01/12/09
Rojas, Mary	"	"	"
Morse, Julie	Aide-Special (Interpreter Level IV)	\$33.50/hr	01/01/09

Presented to the Board of Trustees 2/04/09

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

Parks, Cliff	Senior Applications Analyst	\$19.05/hr	12/09/08
Carey, Francielle	Grant Writer	\$19.51/hr	11/05/08
Gartner, Bryce	"	"	"
Spence, Charles	"	"	12/09/08
Hulett, Olivia	Cont. Ed. Specialist (Arts & Crafts)	\$22.45/hr	01/12/09
Smiley, Gregory	"	"	"
Van Aken, Earl	"	"	07/01/08
Ashe, Suzanne	Community Education Specialist	\$29.15/hr	08/18/08
Barlow, Chris	"	"	11/18/08
Choi, Hye-Jin	"	"	11/25/08
Johnson, Dewayne	"	"	11/15/08
Knight, Raymond	"	"	12/01/08
Moreland, Eddie	"	"	11/25/08
Neiman, Julia	"	"	11/15/08
Csiszer, Pauline	Aide-Special (Interpreter V)	\$39.50/hr	01/01/09
Bronner, Ramon	Cont. Ed. Specialist (Business Tech)	\$50.52/hr	12/01/08
Pacheco, Rupert	"	"	07/01/08
Tait, Mark	"	"	"
Taylor, Kevin	"	"	"

- A. Accepted gifts with letters of thanks to the following:
- 2,000 lbs. miscellaneous steel
 - 18 ft. miscellaneous pipe
- Donated by: G&G
16131 S. Maple Ave.
Carson, CA 90248
- 1 box hardcover woodworking books
 - How-To- Magazines
- Donated by: A. Fucci
2700 Duval Road
Camarillo, CA 93012
- B. Approved New Course Offerings, as attached.
- C. Accepted Title V – Strengthening Hispanic Serving Institutions, Subcontract Agreement, Year 5 Grant, as attached.
- D. Approved to Amend Career Technical Education (CTE) Teacher Preparation Pipeline Grant Faculty Stipends, as attached.
- E. Approved Stipends for the Faculty Inquiry Network Project, as attached.
- F. Approved Resolution No. 09-03 to Recognize the 50th Anniversary of the City of Artesia, as attached.
- G. Approved Fee Augmentations to Improve the Quality and Quantity of Services to Students, as attached.
- H. Approved Contracts with P2s Engineering and R2a Architecture for Architectural/Engineering Services for Campus Wide Minor Projects, as attached.
- I. Approved Bid #0809-07, Social Science Building Exterior Restoration, as attached.
- J. Approved Notice of Completion for Bid 0809-06, Social Science Tile Walls & Plaster Demolition/Abatement, as attached.
- K. Approved Budget Extensions and Budget Transfers, as attached.
- L. Approved and/or Ratified Resignation(s) Accepted by the President/Superintendent, as follows:
- Dr. Marijean Piorkowski, Professor (Physical Therapist Assistant Department), effective May 22, 2009
- M. Approved Employment of Temporary and/or Substitute Hourly Faculty Personnel, as needed for 2008-2009 Academic Year, as attached.
- N. 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 January 26 and February 2, 2009.

- B. As information, the Board considered the First Reading of the Revision to Board Policy 5500 – Standards of Conduct.
- C. Mr. Farmer provided an overview of the process to prepare the Accreditation Progress Report. He indicated that there were several forums and meetings held to discuss the document and comments were welcomed from everyone. He stated that input has been received from many individuals and their feedback has been incorporated into the document. There was a consensus from representatives of constituent groups that their feedback was incorporated into the document.
- D. It was moved by Dr. Hughlett and seconded by Dr. Edmiston to approve the Certification of Accreditation Progress Report. The vote for approval was unanimous.

IX. REPORTS

- A. Board of Trustees
 Mr. Jackson stated that he attended the Norwalk Prayer Breakfast and added that there was representation from Cerritos College at the event.

 Dr. Cho requested clarification with regard to the language describing mental disorders in Administrative Procedure 3435 – Discrimination and Harassment Investigations. A revised version of the procedure will be brought to the Board for review. Dr. Cho and Ms. Avalos congratulated all of the individuals who helped prepare the Accreditation Progress Report.

 Dr. Hughlett stated that the ACCT Leadership Congress and legislative appointments were well-orchestrated by Mark Wallace.

 Mr. Macias stated that he spoke with many students from California during the ACCT Leadership Congress and added that it was a valuable event.
- B. Faculty and Staff Leadership
 Dr. Reece provided an update on the Agenda for Student Success. He invited the Board to attend the General Faculty Meeting on February 26 and stated that topics discussed at the meeting will include student learning outcomes and the Agenda for Student Success.

 Ms. Laughon congratulated Patty McKinley and added that she represents classified staff very well.
- C. Acting President/Superintendent and Vice Presidents
 Mr. Farmer informed the Board that Congresswoman Grace Napolitano will visit the campus on Friday, February 20 at 12:15 p.m. He added that the groundbreaking ceremony for the Classroom/Office/Lab Building #1 will be held on Wednesday, March 4 at 5:00 p.m. He also reminded the Board of the groundbreaking ceremony for the Automotive Partners Building on Friday, March 27 at 11:00 a.m.

X. CLOSED SESSION The Board adjourned to closed session at 6:46 p.m.

XI. RECONVENE The Board reconvened at 8:05 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. Christopher J. Myers as the Interim Director of Research & Planning with employment to be from March 1, 2009 through and including November 30, 2009. The vote for approval was unanimous.

XII. ADJOURNMENT

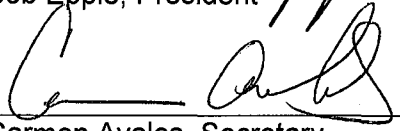
The meeting was adjourned at 8:06 p.m.

XIII. NEXT REGULAR MEETING

The next regular meeting of the Board of Trustees is scheduled for Wednesday, March 4, 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*
PREPARED BY: Daniel O'Rourke, Acting Director of Human Resources *DOT*
DATE: February 18, 2009
SUBJECT: **Presentation of Initial Proposal for Negotiation of a Successor Collective Bargaining Agreement for the Period July 1, 2009-June 30, 2012 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 a successor collective bargaining agreement for the period July 1, 2009-June 30, 2012 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 a successor collective bargaining agreement for the period July 1, 2009-June 30, 2012 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 a successor collective bargaining agreement for the period July 1, 2009-June 30, 2012 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 

DATE: January 27, 2009

SUBJECT: District's Initial Proposal for Negotiation of a Successor Collective Bargaining Agreement Between the Cerritos College Faculty Federation, Local 6215, CFT/AFT, AFL-CIO and the Cerritos Community College District for the period July 1, 2009 – June 30, 2012.

The following is the District's initial proposal for negotiation of a successor CCFF-District Collective Bargaining Agreement for the period July 1, 2009 through June 30, 2012, 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. **TERM** - Term of the Agreement to be for the three-year period July 1, 2009 – June 30, 2012 with reopener provisions for the 2010-2011 and 2011-2012 academic years.

Continuation of negotiation of following District proposals if remain pending from 2008-2009 reopener negotiations:

1. **ASSIGNMENT** - Include a new article that delineates the terms and conditions of faculty assignments
2. **EVALUATION FORMS** - Modify the existing evaluation forms including changes to conform to accreditation standards.

HEALTH OCCUPATIONS

PHAR 65

Pharmacy Operations IV – Sterile and Non-sterile Compounding

2.0 Units

Class hours: 2.0 lecture/2.0 lab

Prerequisite: PHAR 50 and PHAR 62 or equivalent with grades of Pass or “C” or higher.

Corequisite: None

Recommendation: None

This course will provide training in the art, science, and technology of pharmaceutical compounding. It is designed for the Pharmacy Technician major to develop proficiency in the skills necessary for successful compounding technique and practice in both the hospital and community pharmacy settings. This course includes the history and theory of pharmaceutical compounding, sterile preparation, use of dosage forms, rationale for use of various drug formulations, patient-specific criteria indicating alternative dosage forms, herbal alternatives, and drug manufacturing and packaging.

PTA 250

Licensure Examination Preparation

1.0 Units

Class hours: 1.0 lecture

Prerequisite: PTA 246 or equivalent with a grade of Pass or “C” or higher

Corequisite: None

Recommendation: None

This course is designed to assist the Physical Therapist Assistant student to prepare for the national and state laws licensing examination. Content will include the application process, the testing milieu, testing strategies, preparatory study techniques, and a review of material from the Content Outline published by the test editors.

CERRITOS COLLEGE

TO: Board of Trustees

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

REVIEWED BY: M.L. Bettino, Dean of Academic Affairs *MV*

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

DATE: February 18, 2009

SUBJECT: **Consideration of Approval of Grant [Title V – Strengthening Hispanic Serving Institutions, Subcontract Agreement, Year 5]**

RECOMMENDATION

It is recommended that the Board of Trustees approve the acceptance of a subcontract for Cerritos College in the amount of \$341,954.61.

OVERVIEW

Cerritos College, in partnership with California State University – Dominguez Hills, has been awarded \$341,954.61 for the fifth and final year of a five-year Title V – Strengthening Hispanic Serving Institutions project from the U. S. Department of Education. Cerritos College is a subcontractor to CSUDH in this project. The purpose of Cerritos College's portion of this project is to undertake curricular, support, and professional development activities to support the goal of improving student outcomes in mathematics. The fifth year of the grant will be completed on September 30, 2009.

ANALYSIS

Cerritos College's portion of this Title V – Strengthening Hispanic Serving Institutions grant of \$341,954.61 will support continuing development and piloting of various pedagogical and professional activities that will ultimately have a significant impact on students in developmental mathematics programs.

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: February 18, 2009

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 Ilva Mariani, Sally Sestini, Angela Conley, and Frank Vega. The grant was Board approved 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 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 Math courses for students in career technical education programs and to provide an opportunity to develop a structure for teacher preparation that infuses shared methods and processes that work across academic and vocational disciplines in order to embrace the broader goal of student learning.

As stipulated and funded by the Grant, the following new tasks and activities will be carried out by the faculty listed below.

Ilva Mariani, Sally Sestini, and Angela Conley

1. Participate in five Faculty Inquiry Group meetings with Math teachers from John Glenn High School in the Norwalk La Mirada School District to systematically assess the work of developmental education and CTE learners for the purpose of improving instruction.
2. Collect and share student work for the group to assess and analyze.
3. Provide a written reflection at the conclusion of each meeting.

Frank Vega

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

It is recommended that the Board approve amendments to the following stipends:

The following Cerritos College faculty are to receive a \$375 stipend for their work performed during the 2008-2009 school year: Ilva Mariani, Sally Sestini, Angela Conley

The following Cerritos College faculty is to receive a \$1250 stipend for his work performed during the 2008-2009 school year: Frank Vega.

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

CERRITOS COLLEGE

TO: Board of Trustees

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

REVIEWED BY: Dr. Marilyn Brock, Interim Vice President of Academic Affairs/Provost *MB*

PREPARED BY: Dr. Jan Connal, College Project Coordinator for the Faculty Inquiry Network *JC*

DATE: February 18, 2009

SUBJECT: Consideration of Approval of Stipends for the Faculty Inquiry Network Project

RECOMMENDATION

It is recommended that the Board of Trustees approve payment of stipends for the faculty team participating in Year One of the Faculty Inquiry Network, a statewide project coordinated by the Chabot-Las Positas CCCD. The faculty team includes Jan Connal, Lydia Alvarez, Marvelina Barcelo, Mojdeh Nikdel, and Frank Mixson.

OVERVIEW

The Board of Trustees approved a Memo of Understanding with the Chabot-Las Positas CCCD on February 4th, 2009 allowing the District to participate in the development of a statewide Faculty Inquiry Network. Financial support for the Network is provided by a 2-year grant from the Hewlett Foundation. During the grant period, the faculty team will systematically investigate teaching and learning, using evidence of student learning to refine educational practices.

ANALYSIS

During Year One of the project, the team will participate in a structured series of campus-based, collaborative faculty inquiry meetings to examine teaching and learning within their professional practice. They will collect, interpret, and share a range of data, including student demographic and educational outcomes data for contextual, cross-campus analysis. As part of their inquiry work, the team will develop authentic, visible multimedia representations of teaching and learning inquiry findings about developmental learners. The team will also attend various statewide and regional meetings for planning, developing, implementing and evaluating the Network.

FINANCIAL IMPLICATIONS

The following full-time certificated Cerritos College employees are to receive the following stipends: Jan Connal (Project Coordinator) \$2000 (SP 09) and \$2000 (FA 09); Lydia Alvarez \$750 (SP 09) and \$750 (FA 09); Marvelina Barcelo \$750 (SP 09) and \$750 (FA 09); Mojdeh Nikdel \$750 (SP 09) and \$750 (FA 09); and Frank Mixson \$750 (SP 09) and \$750 (FA 09).

The funding for participation in the Faculty Inquiry Network is provided by a grant from the Hewlett Foundation, coordinated by the Chabot-Las Positas CCCD.

There is no cost to the District.

Cerritos Community College District
Board Resolution #09-03

Consent
VII.F

WHEREAS, Artesia was named after the community's flourishing artesian wells, which early residents took advantage of, along with fertile soil to grow vegetable crops and run dairy and poultry farms, and

WHEREAS, the village of Artesia formally became a governmental reality on May 3, 1875 when the Artesia Public School District was formed, and

WHEREAS, the first school was located at the corner of 183rd Street and Alburdis Avenue with 44 students enrolled on the first class day, and

WHEREAS, after World War II, Artesia became interested in urbanization, resulting in the incorporation of the City of Artesia on May 29, 1959, and

WHEREAS, Artesia's dairy operations eventually moved inland and into Central California, clearing the way for the City's main economic engines: manufacturing, retail trade and health and social services, and

WHEREAS, the Artesia Historical Society was established in 1993 with a mission to promote public interest in the rich heritage of the city and to preserve and protect the archives and historic sites of the city, and

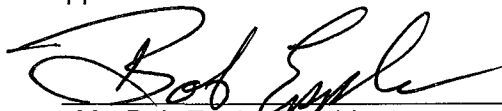
WHEREAS, in 2002, the City of Artesia, in partnership with the Artesia Historical Society, saved the historic 1929 Spanish Style Frampton/Dantema home which was moved to a former park site, was restored to become the Artesia Historical Museum, is now open to the public and located at 1865 Alburdis Avenue, and

WHEREAS, the residents of Artesia were instrumental in establishing the Excelsior Junior College District which later became Cerritos Community College District, which currently enrolls over 24,000 students with nearly 400 of them being Artesia residents, and

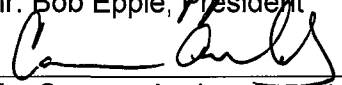
WHEREAS, the City of Artesia is dedicated to providing leadership and exceptional public services to enhance the quality of life for its culturally diverse community of approximately 17,000 residents,

THEREFORE BE IT RESOLVED: that the Cerritos Community College District Board of Trustees formally recognize, commend and congratulate the City of Artesia as it celebrates its 50th anniversary.

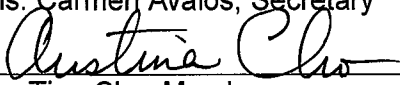
I certify that the foregoing is a true and correct copy of the resolution duly adopted by the Cerritos Community College Board of Trustees on the 18th day of February, 2009 and that the same now appears on record in its official minutes.



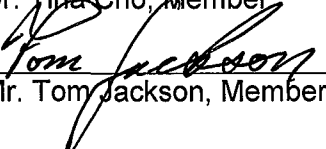
Mr. Bob Epple, President



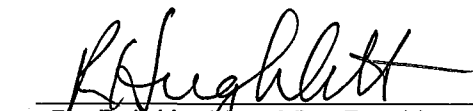
Ms. Carmen Avalos, Secretary



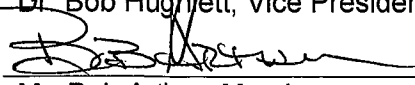
Dr. Tina Cho, Member



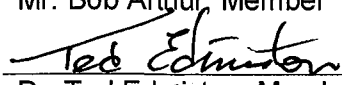
Mr. Tom Jackson, Member



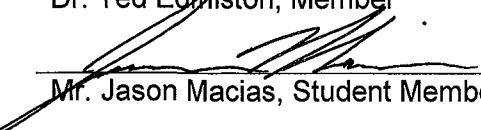
Dr. Bob Hughlett, Vice President



Mr. Bob Arthur, Member



Dr. Ted Edmiston, Member




Mr. Jason Macias, Student Member

000078

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
 Dr. Stephen Johnson, Vice President of Student Services 

DATE: February 18, 2009

SUBJECT: **Consideration of Approval of Fee Augmentations to Improve the Quality and Quantity of Services to Students**

RECOMMENDATION

It is recommended that the Board of Trustees approve increases and adjustments in student fees and charges in the areas of parking, student health, transcripts, returned checks and international student applications as indicated in the analysis section of this report.

OVERVIEW

The College needs to systematically address all aspects of the fiscal resources needed to provide our students with the highest quality and quantity of programs and services in these difficult times. These recommendations for increases in student fees are necessary. These fee changes have been approved unanimously by the Planning and Budget Committee. Support has also been registered by the Student Senate and student leaders.

ANALYSIS

Student Parking Fees

Campus Police is requesting a fee increase for student parking fees and charges. The last time the term fees were increased was Spring, 1997. The fee increases would be effective summer, 2009.

Current Term Fee	Proposed Term Fee
\$20.00 (each, fall and spring)	\$30.00 (each, fall and spring)
\$10.00 (summer)	\$15.00 (summer)
Current Daily Charge	Proposed Daily Charge
\$1	\$2

Student Health Fees

Student Health Services is requesting fee increases for term fees and changes in user charges. The last time the fees and charges were increased was fall, 2005. Most student user charges were eliminated or reduced in 2006, with the extension of the term fees to BOGG students. The fee increases would be effective summer, 2009.

Current Term Fee	Proposed Term Fee
\$14.00 (fall and spring)	\$16.00 (fall and spring)
\$11.00 (summer)	\$13.00 (summer)

Current Student User Charges	Proposed Student User Charges
FREE MMR immunization	\$50 MMR immunization
\$25 (series of 3) Hepatitis B immunization	\$30 (each, of 3) Hepatitis B immunization
\$10 Routine physical exam	\$20 routine physical exam

Current Faculty-Staff User Charges	Proposed Faculty-Staff User Charges
\$15 MMR immunization	\$50 MMR immunization
\$65 Tdap immunization	\$60 Tdap immunization

Fiscal Services – (Cost Recovery)

Fiscal Services is requesting a fee increase for returned checks. The last time the fee was increased was approximately 1984. The fee increases would be effective summer, 2009.

Current Fee	Proposed
\$10.00	\$25.00

Admissions, Records and Services – (Cost Recovery)

Admissions, Records and Services is requesting fee increases for transcripts. The last time the fees were increased was approximately 1984. The fee increases would be effective summer, 2009.

Current Fee	Proposed
\$2.00	\$3.00

Current Fee – 3 day turn around	Proposed – 2 hour turn around
\$5.00	\$10.00

International Student Application Fees – (Cost Recovery)

International Student Services is requesting fee increases for International Student Application Processing. The last time the fee was increased was spring, 2001. The fee increases would be effective summer, 2009.

Current Fee – New Applicants	Proposed – New Applicants
\$40.00	\$50.00

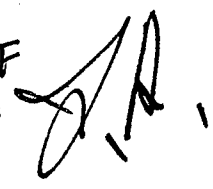
Current Fee – Re-Admitting Int'l Students	Proposed – Re-Admitting Int'l Students
\$25.00	\$35.00

FINANCIAL IMPLICATIONS

The increased revenue will reduce the support for these activities required by the General Fund, helping to avoid deficits and at the same time improving services to students.

CERRITOS COLLEGE

TO: Board of Trustees
FROM: William C. Farmer Jr., Acting President/Superintendent WCF
REVIEWED BY: Dr. Jim Albanese, Interim Vice President Business Services
PREPARED BY: Jenney Ho, Director of Purchasing
DATE: February 18, 2009
SUBJECT: **Consideration of Approval to Enter into Contracts with P2s Engineering and R2a Architecture For Architectural/Engineering Services For Campus Wide Minor Projects**



RECOMMENDATION

It is recommended that the Board of Trustees approve entering into contracts with P2S Engineering and R2A Architecture for architectural/engineering services for campus wide minor projects.

OVERVIEW

On January 29 and February 5, 2007, a request for qualifications (RFQ) for Architectural/Engineering Services for Campus Wide Minor Projects was advertised. An Ad-Hoc Committee was established and conducted interviews. Based upon those interviews and careful reference checks, the Ad-Hoc Committee made its recommendation.

ANALYSIS

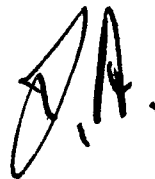
Based on the Ad-Hoc Committee's recommendation, District staff requests that the Board approve contracts with P2S Engineering & R2A Architecture. These contracts will provide for engineering and architectural services for campus wide minor projects. By staff having authority to enter into agreements with either firm on a project-by-project basis, the need of the College will best be served. The fees of each of these firms are competitive and within market comparisons.

FINANCIAL IMPLICATIONS

The cost of these services shall be based upon either (1) quotes on a project basis as applicable, or (2) the firms' hourly rates plus reimbursable (as amended by annual escalators). Funding shall come from the GO Bond funds. The term of these non-exclusive contracts shall be for a period not-to-exceed five (5) years with the District retaining the right to cancel without cause upon thirty (30) day written notice.

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: February 18, 2009
SUBJECT: **Consideration of Approval of Bid #0809-07, Social Science Building Exterior Restoration**



RECOMMENDATION

It is recommended that the Board of Trustees approve to award the bid #0809-07, Social Science Building Exterior Restoration to Best Quality Painting, 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 January 7 and January 14, 2009. The bid due date was on February 2, 2009.

ANALYSIS

On February 2, 2009, the Purchasing Department received 12 responses for Bid #0809-07, Social Science Building Exterior Restoration. 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 \$162,300.00. Funding for this project will come from the GO Bond.

Bid #0809-07, Social Science Building Exterior Restoration

Contractor	Base Bid	Allowance	Total Amount
Best Quality Painting	87,300.00	75,000.00	162,300.00
DLE Construction	93,425.00	75,000.00	168,425.00
1st California Construction, Inc.	99,840.00	75,000.00	174,840.00
Delmac Construction & Develop.	148,000.00	50,000.00	198,000.00
Omega Construction Co., Inc.	126,000.00	75,000.00	201,000.00
Torres Construction Corp.	129,500.00	75,000.00	204,500.00
Somerset General Builders	149,932.00	75,000.00	224,932.00
Omari Construction	163,800.00	75,000.00	238,800.00
Y&M Construction, Inc.	184,446.00	75,000.00	259,446.00
Fix Painting Co.	197,000.00	75,000.00	272,000.00
NuAge Development	204,272.00	75,000.00	279,272.00
Vargas Structures, Inc.	243,905.46	75,000.00	318,905.46

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: February 18, 2009

SUBJECT: **Consideration of Approval of Notice of Completion for Bid 0809-06, Social Science Tile Walls & Plaster Demolition/Abatement**

RECOMMENDATION

It is recommended that the Board of Trustees approve the Notice of Completion for Janus Corporation for the Social Science Tile Walls & Plaster Demolition/Abatement at Cerritos Community College District as presented.

OVERVIEW

The District issued a contract to Janus Corporation on December 11, 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 January 9, 2009. 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 \$89,980.00.

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: Social Science Tile Walls and Plaster Demolition/Abatement, Bid #0809-06 contract for the doing of which was heretofore entered into on the 8th day of May, 2008 which contract was made with Janus Corporation, contract number #C08-1040, as contractor; that said improvements were completed on the 9th day of January, 2009, and accepted by formal action of the governing board of said DISTRICT on the 18th day of February, 2009; 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 American Safety Casualty Insurance Company.

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

000085

BUDGET TRANSFERS FOR FEBRUARY 18, 2009

01.0 FUND-GENERAL FUND-UNRESTRICTED

FROM

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	(12,130)
CAPITAL OUTLAY	\$	
OTHER OUTGO	\$	

TOTAL

	\$	(12,130)

TO

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	12,130
OTHER CONTRACT EXPENSES AND SERVICES	\$	
CAPITAL OUTLAY	\$	
OTHER OUTGO	\$	

TOTAL

	\$	12,130

Transfers: Between object codes

Self Balancing: No effect on ending balance

Number of Transfer Requests: One (1)

Divisions/Departments/Programs:

Purchasing

APPROPRIATION TRANSFER ANALYSIS FOR FEBRUARY 18, 2009

Revenue:

00000.0-00100-02570-8890-1956000 (01.0 Fund)	\$	1,160
Science, Engineering, and Math		
To allocate income for supplies		
00000.0-00000-70700-8890-6960000 (01.3 Fund)		20,000
Child Development Training Consortium		
To allocate income for salary, postage & to/for students		
00000.0-00000-71100-8629-6460000 (01.3 Fund)		48,685
Board Financial/Assistance Program		
To allocate income for salaries and associated fringe benefits; supplies; travel; mileage and advertising		
00000.0-00000-71120-8150-0000000 (01.3 Fund)		23,596
Title IV Admin Cost Allowance		
To allocate income for salaries and associated fringe benefits; supplies; travel; repair & maintenance; finger printing; equipment		
00000.0-00007-75700-8800-0000000 (39.0 Fund)		(19,674)
GAIN-assessment Center		
This is an internal correction to the budget		
00000.0-00800-77500-8830-0000000 (39.0 Fund)		800
Mt SAC 24 Month ADN Program		
To allocate income for salaries and supplies		
00000.0-00000-77500-8830-0000000 (39.0 Fund)		405,435
Mt SAC 24 Month ADN Program		
This is an internal correction to the budget		
00000.0-00007-71440-8800-0000000 (39.0 Fund)		(84,029)
Kaiser Perm Hospital LVN to RN		
This is an internal correction to the budget		
00000.0-00007-71400-8800-0000000 (39.0 Fund)		(247,195)
LA County Head Start		
This is an internal correction to the budget		
Total Revenue:	\$	<u><u>148,778</u></u>

APPROPRIATION TRANSFER ANALYSIS FOR FEBRUARY 18, 2009

Expenditures:

00000.0-000000-02100-1397-4900000 (01.0 Fund)	\$	(85,911)
Academic Affairs		
Part-time parity pay was reduced by the State.		

Total Expenditures:	\$	<u>(85,911)</u>
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000088

FACULTY HOURLY - BUSINESS EDUCATION

New Hires

Name		Discipline	Salary Placement	Rate
Cadavid	Anthony	Business Administration	A1	48.83

FACULTY HOURLY - FINE ARTS & COMMUNICATIONS

Reemployed

Name		Discipline	Salary Placement	Rate
Zofrea	Thomas	Theatre	A3	54.60

New Hires

Name		Discipline	Salary Placement	Rate
Sykes	Carolyn	Applied Music	A1	48.83

FACULTY HOURLY - LIBERAL ARTS

Reemployed

Name		Discipline	Salary Placement	Rate
Yang	Ruixue	Reading	B4	57.46

New Hires

Name		Discipline	Salary Placement	Rate
Apps	Stan	English	A1	48.83
DiGiovanni	Sybil	Reading	A1	48.83

FACULTY HOURLY - PE/ATHLETICS

New Hires

Name		Discipline	Salary Placement	Rate
Alvillar	Andrew	Physical Education	A1	48.83

COUNSELOR HOURLY - STUDENT SERVICES

New Hires

Name		Discipline	Salary Placement	Rate
Segura	Aurora	DSP&S	C1	40.23

FACULTY HOURLY - COMMUNITY, INDUSTRY & TECHNOLOGY EDUCATION

New Hires

Name		Assignment	Salary Placement	Rate
Jefferson Jr.	Amos	Apprenticeship	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

Jifkins, Sonya	Aide-General (Laborer)	\$8.00/hr	12/01/08
Feliciano, Kenia	Financial Aid Clerk	\$9.31/hr	07/25/08
Gonzalez, Guadalupe	"	"	12/14/08
Nelson, Brandy	"	"	"
Brown, Treallis	Instructional Aide I	\$9.56/hr	01/05/09
Gonzalez, George	"	"	01/12/09
Hampton, Carl	"	"	01/05/09
Higgins, Lloyd	"	"	"
Kim, Edward J.	"	"	"
Kwon, Jessica	"	"	01/12/09
Moreno, Anthony	"	"	01/05/09
Ortega, Jennifer	"	"	01/12/09
Lopez, Zina	Intermediate Typist Clerk	\$9.56/hr	01/12/09
Bansberg, Nicole	Program Assistant I	\$9.99/hr	01/15/09
Canada, Alonzo	"	"	01/05/09
Clark, Brian	"	"	01/22/09
Fitzpatrick, John	"	"	11/01/08
Hatch, William	"	"	01/05/09
Paz, George	"	"	01/16/09
Ryan, Kelly	"	"	01/15/09
Vega, Suzette	"	"	01/22/09
Cruz, Brian	Aquatics Specialist	\$10.11/hr	01/05/09
Del Real, Judy	Program Assistant II	\$11.34/hr	12/14/08
Lopez, Zina	"	"	01/12/09
Clare, Dennis	Instructional Aide II	\$14.13/hr (3)	12/14/08
Lopez, Jesusita	Banquet Chef	\$13.13/hr	12/07/08
Fraps, Edward B.	Educational Technology Trainer	\$18.60/hr	01/25/09
Lenssen, April	"	"	01/05/09
Pepito, Marissa	Community Ed. Specialist	\$29.15/hr	01/20/09

Presented to the Board of Trustees 2/18/09

CERRITOS COMMUNITY COLLEGE DISTRICT
MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
MARCH 4, 2009

- I. CALL TO ORDER The meeting was called to order at 6:00 p.m. by Mr. Epple, 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 and the Faculty Senate 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 Dr. Hughlett to approve the minutes of the regular meeting of February 18, 2009. The vote for approval was 6-0-1; Mr. Arthur abstained.

- IV. INSTITUTIONAL PRESENTATIONS
Budget Update A. Dr. Jim Albanese, Interim Vice President of Business Services, gave a mid-year budget report. The report included information on the budget reductions and apportionment deferrals. He also provided a cash flow analysis for the district. He stated that several initiatives must pass in May to maintain funding levels. Dr. Hughlett asked how the federal stimulus package may benefit the college, and Dr. Albanese replied that it will take some time for that to be determined by the state. Mr. Arthur asked if there is a repayment scheduled for interfund borrowing. Dr. Albanese affirmed that there is a repayment schedule and added that interfund borrowing is very temporary and that some loans must be paid back with interest.

- V. PUBLIC PRESENTATIONS Dr. Ted Stolze, CCFF President, stated that the union has been discussing working conditions on campus. He stated that faculty understands that there are budget constraints but the college must work to move in a new direction. He shared 103 note cards from faculty members concerned about deteriorating working conditions. He emphasized the importance of a workplace issues committee. He concluded by presenting a number of photos and letters from the Cosmetology department which expressed serious concerns regarding bathroom conditions in their building.

- VI. CONSENT AGENDA It was moved by Dr. Hughlett and seconded by Mr. Jackson to approve the consent agenda and addendum. Mr. Arthur asked that Item VI.A be held for separate consideration. The vote for approval was unanimous.
 - A. It was moved by Dr. Hughlett and seconded by Mr. Jackson to approve Item A:

Provide Compensation to Mr. Arthur for his absence during the February 18 Board Meeting

The vote was 6-0-1; Mr. Arthur abstained.

 - B. Approved Contract with RBC Capital Markets to Provide Underwriting Services for General Obligation Bonds, as attached.

- C. Approved Quarterly Fiscal Status Report For the Quarter Ending December 31, 2008, as attached.
- D. Approved Budget Extensions and Budget Transfers, as attached.
- E. Approved Employment of Temporary and/or Substitute Hourly Faculty Personnel, as needed for 2008-2009 Academic Year, as attached.
- F. Approved Unpaid Leave of Absence, as follows:
 - Caminiti, Carol L., Nursing Instructor (Health Occupations), effective March 31, 2009 through May 22, 2009

Added by addendum:

Popiel de Cazaux, Child Development Center Teacher, effective May 1, 2009 through May 29, 2009

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

Added by addendum:

Campus Police Dispatcher Clerk @ 19-1(\$2,575.00 per month) effective March 5, 2009: Joshua Tolen (Campus Police)

Campus Police Dispatcher Clerk (40% position) @ 19-1 (\$1,030.00 per month) effective March 7, 2009: Christopher Torres (Campus Police)

VII. ADMINISTRATIVE MATTERS

- A. As information, the Board book contained College Coordinating Committee Minutes for February 9, 2009.
- B. As information, the Board book contained the Associated Students Cerritos College (ASCC) Financial Report for the Period Ending December 31, 2008.
- C. It was moved by Mr. Arthur and seconded by Dr. Hughlett to adopt the Revision to Board Policy 5500 – Standards of Conduct, as attached. Mr. Epple questioned whether the language in Administrative Procedure 3435 – Discrimination and Harassment Investigations was revised for clarity regarding mental disorders. Mr. Farmer affirmed that the language was revised as requested by Dr. Cho at the February 18 Board meeting. The vote for approval was unanimous.

VIII. REPORTS

- A. Board of Trustees
 Mr. Jackson stated that he attended the City of Artesia's 50th anniversary celebration and presented a congratulatory resolution that the Board approved on February 18. He added that it was a fun evening.

Dr. Cho invited the Board to attend Monte Carlo Night on Saturday, March 7, which will be hosted by the Artesia-Cerritos Soroptimist Club at the Cerritos Performing Arts Center.

Dr. Hughlett applauded Robert Riffle and staff for the new grass that is being placed on campus. He stated that he visited the San Diego Community College District as part of a program review team and noticed that the landscaping on campus was very beautiful. He added that he was informed that the college spends nearly three times as much money as Cerritos College on such projects and that some employees of the San Diego Community College District were frustrated by the high cost to maintain landscaping.

B. Faculty and Staff Leadership

Dr. Reece stated that the Habits of Mind campaign is in full swing. He indicated that the General Faculty Meeting on Thursday, February 26 was well attended and added that he received many comments afterward. He indicated that Faculty Senate has been discussing instructional spaces on campus. He noted that faculty members understand there is no funding to improve instructional spaces at this time, but they are calling for a plan to establish standards of excellence for instructional spaces.

C. Acting President/Superintendent and Vice Presidents

Mr. Farmer stated that he is a mentor for a Puente student who has been learning from the Habits of Mind campaign and added that it has been beneficial for the student. He informed the Board that the accreditation follow-up progress report was submitted to the Accrediting Commission and that staff is waiting to hear more details about a site visit. Mr. Farmer informed the Board that Monirath Siv, Cerritos College student, was named to the All-USA First Team and is also the New Century Scholar – the top scorer in the state. In addition, Mr. Farmer shared that Sonia Gutierrez, another Cerritos College student, was named to the All-California First Team and is the Pepsi Scholar Female Athlete of the Year. Mr. Farmer concluded by stating that he and Dr. Johnson attended the Black Student Union Black History Celebration and added that it was an ambitious and enjoyable program.

Dr. Brock introduced Dr. Chris Myers, Interim Director of Research and Planning.

Dr. Johnson acknowledged Gary Cain, Coordinator of Judicial Affairs, for his role as keynote speaker at the BSU Black History Celebration and added that he was instructional and inspiring.

IX. CLOSED SESSION The Board adjourned to closed session at 6:45 p.m.

X. RECONVENE The Board reconvened at 7:54 p.m.

Read Out

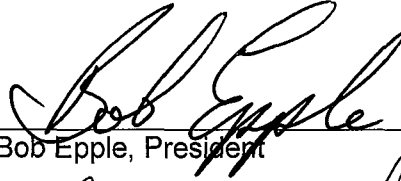
Mr. Arthur reported that in closed session the Board of Trustees approved the employment of Deanna Hart as Payroll Manager on Grade 18, Step 5 (\$6,250 per month) of the Management Salary Schedule, effective March 5, 2009. The vote for approval was unanimous.

XI. ADJOURNMENT

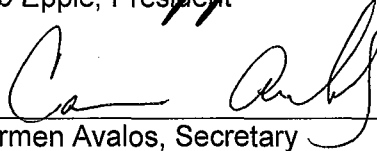
The meeting was adjourned at 7:55 p.m.

XII. NEXT REGULAR MEETING

The next regular meeting of the Board of Trustees is scheduled for Wednesday, March 18, 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*
REVIEWED BY: James A. Albanese, Interim Vice President of Business Services
PREPARED BY: Lola Rizkallah, Director of Fiscal Services *Lola Rizkallah*
DATE: March 4, 2009
SUBJECT: **Consideration of Approval to Enter into a Contract with RBC Capital Markets to Provide Underwriting Services for General Obligation Bonds**

RECOMMENDATION

It is recommended that the Board of Trustees approve entering into a contract with RBC Capital Markets to provide underwriting services for Cerritos College General Obligation Bonds, Election of 2004, series 2009C.

OVERVIEW

On January 28, 2009, Cerritos College, in conjunction with the Los Angeles County Treasurer and Tax Collector, issued a Request for Proposal (RFP) for underwriting services for the issuance of the District's upcoming election of 2004, series 2009C General Obligation Bonds. Seven (7) responses were received. The firms had to provide information as to how they intend to successfully complete the sale of the bonds in this challenging market environment at the lowest possible cost to the District. The firms had to emphasize their strategy to achieve the lowest cost of capital on the day of pricing and all factors that might contribute to such results. The Treasurer's staff worked diligently with the District and a recommendation was made of the top three (3) firms. The strongest firm was chosen based on their knowledge and experience working with community colleges, their responsiveness to issues, and their relationship with their clients.

ANALYSIS

Based upon the recommendations of the Treasurer's Office and the District staff, the contract for underwriting services was negotiated with RBC Capital Markets.

FINANCIAL IMPLICATIONS

The cost of this service shall be approximately \$5.00/1000 for an amount of \$265,000. Funding shall come from Bond proceeds.

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: March 4, 2009
SUBJECT: **Consideration of Approval of Quarterly Fiscal Status Report
For the Quarter Ending December 31, 2008**

RECOMMENDATION

It is recommended that the Board of Trustees approve the attached Quarterly Report (CCFS-311Q) as of December 31, 2008.

OVERVIEW

Title 5 of the California Code of Regulations (CCR), Section 58310, requires California Community College Districts to report quarterly on their financial condition and to indicate any material events that occurred during the quarter.

ANALYSIS

In compliance with the above regulation, the District has completed form CCFS-311Q from the State Chancellor's Office (please see Attachment #1). The Board of Trustees must review and approve this form at a regular meeting.

Section I compares Unrestricted General Fund Revenue, Expenditure and Fund Balance three prior years with the current actual year. It allows analysis by the Chancellor's Office of fluctuations in revenue, expenditures and fund balance.

Section II compares three prior years with the current year for Annualized Attendance Full Time Equivalent Student (FTES).

Section III Total General Fund Cash Balance (Unrestricted and Restricted) indicates actual cash flow for the same period of years pinpointed to specific quarters. This information, when compared to actual quarterly income, can be useful in predicting possible cash flow problems.

Section IV compares unrestricted actual income and expenditures year-to-date for the quarter ending 12/31/08 to budget. This helps to gauge the reality of budgeted income and expenditures to what is actually occurring. It also tells the Chancellor's Office if the revenues being received are occurring at the same levels as expenditures are occurring. The same section provides the Chancellor's Office with information relative to the status of negotiations and any extraordinary events that could affect the fiscal stability of the district.

Section V reflects any salary increases granted to the classified, confidential, academic and management groups.

Section VI reflects the issuance of any Tax and Revenue Anticipation Notes (TRANS), Certificates of Participation (COPS) or General Obligation Bonds (GO Bonds).

Section VII discloses any fiscal problems that the District must address in the current year and the following year.

A graph accompanies the Quarterly Report. The graph shows "required contingency" versus "actual general fund cash balance" (please see Attachment #2).

FINANCIAL IMPLICATIONS:

As presented above.

Attachments

Attachment # 1

**CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE**

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

CHANGE THE PERIOD

Fiscal Year: 2008-2009

Quarter Ended: (Q2) Dec 31, 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	18,647
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As of the specified quarter ended for each fiscal year

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

2005-06	2006-07	2007-08	2008-2009
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H.1	Cash, excluding borrowed funds			26,595,585	23,454,820
H.2	Cash, borrowed funds only			0	0
H.3	Total Cash (H.1+ H.2)	12,586,869	18,990,345	26,595,585	23,454,820

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)
Revenues:					
I.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	87,578,797	87,578,797	51,620,794	58.9%
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	51,620,794	58.9%
Expenditures:					
J.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	91,737,511	91,737,511	35,711,725	38.9%
J.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	1,232,962	1,232,962	1,226,648	99.5%
J.3	Total Unrestricted Expenditures (J.1 + J.2)	92,970,473	92,970,473	36,938,373	39.7%
K.	Revenues Over(Under) Expenditures (I.3 - J.3)	-5,391,676	-5,391,676	14,682,421	
L	Adjusted Fund Balance, Beginning	12,646,111	12,464,111	12,646,111	
L.1	Fund Balance, Ending (C. + L.2)	7,254,435	7,072,435	27,328,532	
M	Percentage of GF Fund Balance to GF Expenditures (L.1 / J.3)	7.8%	7.6%		

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	% *		
a. SALARIES:						
Year 1:						
Year 2:						

650000

	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.

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? YES

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

No specific problems identified.
 Cerritos College is concerned over the fiscal crisis that faces the State of California.
 We are anticipating reduced funding.

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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: (Q2) Dec 31, 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: 02/11/2009

District Contact Person

Name: Lola Rizkallah

Title: Director of Fiscal Services

Telephone: 562-860-2451

Fax: 562-924-2800

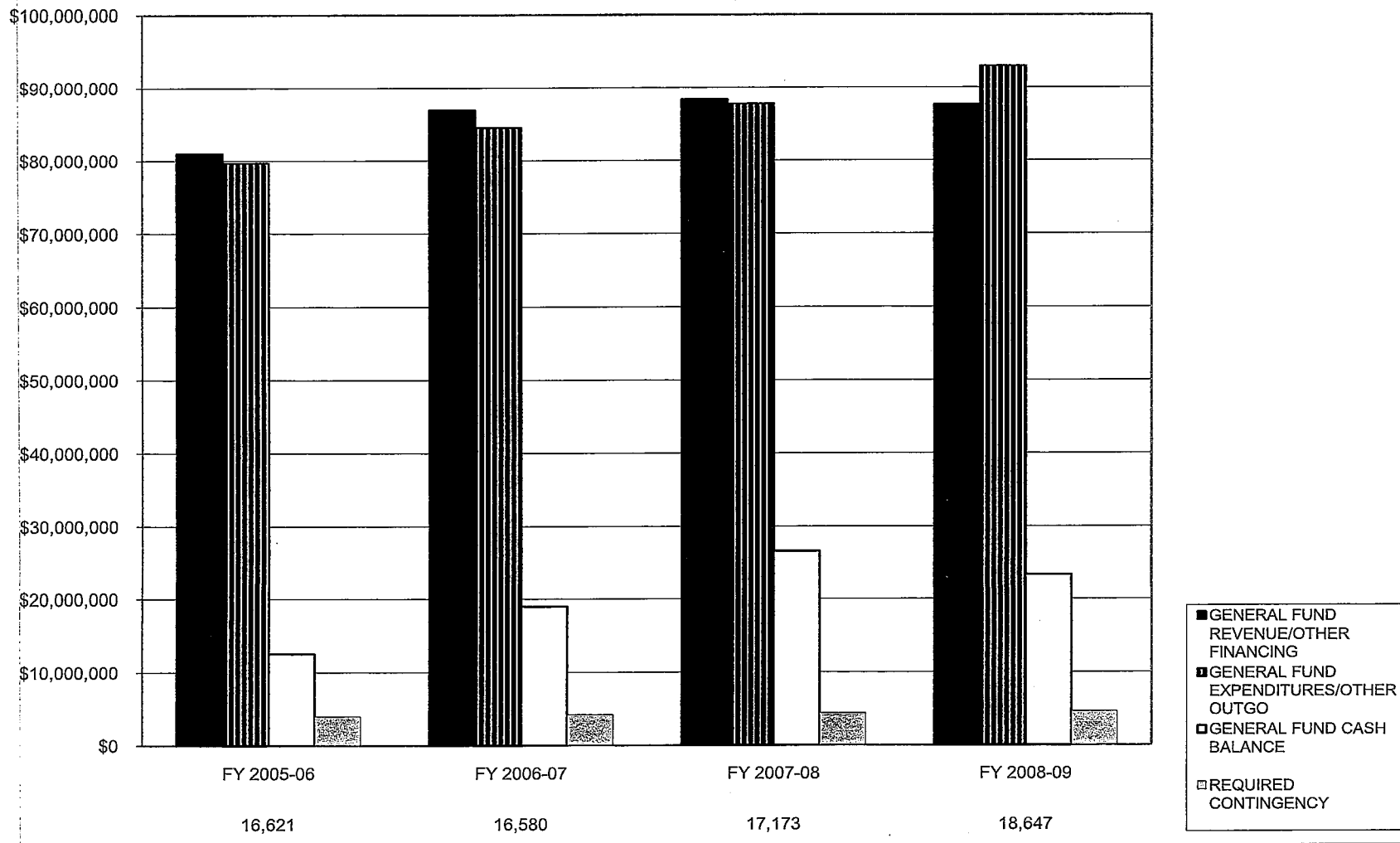
E-Mail: rizkallah@cerritos.edu

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

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QUARTERLY FINANCIAL STATUS REPORT
December 31, 2008



000102

BUDGET TRANSFERS FOR MARCH 4, 2009

01.0 FUND-GENERAL FUND-UNRESTRICTED

FROM

ACADEMIC SALARIES	\$	(45,682)
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	(504)
CAPITAL OUTLAY	\$	
OTHER OUTGO	\$	

TOTAL

\$ (46,186)

TO

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	45,682
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	504
OTHER CONTRACT EXPENSES AND SERVICES	\$	
CAPITAL OUTLAY	\$	
OTHER OUTGO	\$	

TOTAL

\$ 46,186

Transfers: Between object codes

Self Balancing: No effect on ending balance

Number of Transfer Requests: Two (2)

Divisions/Departments/Programs:

Science, Engineering, and Math; Child Development Center

BUDGET TRANSFERS FOR MARCH 4, 2009

01.3 FUND-GENERAL FUND-RESTRICTED

FROM

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	(235,385)
OTHER CONTRACT EXPENSES AND SERVICES	\$	(3,244)
CAPITAL OUTLAY	\$	(2,384)
OTHER OUTGO	\$	
TOTAL	\$	(241,013)

TO

ACADEMIC SALARIES	\$	110,000
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	87,921
EMPLOYEE BENEFITS	\$	43,092
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	
CAPITAL OUTLAY	\$	
OTHER OUTGO	\$	
TOTAL	\$	241,013

Transfers: Between object codes

Self Balancing: No effect on ending balance

Number of Transfer Requests: Five (5)

Divisions/Departments/Programs:

Los Angeles Universal Preschool; Prekindergarten & Family Literacy Program; One Time Block Grant

BUDGET TRANSFERS FOR MARCH 4, 2009

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	\$	(109,746)
TOTAL	\$	(109,746)

TO

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	
CAPITAL OUTLAY	\$	
OTHER TRANSFERS OUT	\$	109,746
TOTAL	\$	109,746

Transfers: To transfer funds from contingency for live scan credit card deposits from prior year to Campus Police. Reconciliation was not completed at year end.

Number of Transfer Requests: One (1)

Divisions/Departments/Programs:
Business Services

APPROPRIATION TRANSFER ANALYSIS FOR MARCH 4, 2009

Revenue:

00000.0-00000-70770-8620-0000000 (01.3 Fund)	\$	2,610
Prekindergarten & Family Literacy Program		
To allocate income for supplies		
00000.0-00300-70770-8620-0000000 (01.3 Fund)		671
Prekindergarten & Family Literacy Program		
To allocate income for supplies		
00000.0-00000-70790-8190-0000000 (01.3 Fund)		12,000
Department of Education Federal Food Program for Childcare Center		
To allocate income for contracted services		
00000.0-00000-75250-8190-0000000 (01.3 Fund)		34,962
Teaching Secondary School Scholar Partnership		
To allocate income for salaries and associated fringe benefits; supplies;		
travel and conference; contracted services; consulting services;		
payment to/for students		
00000.0-00000-79800-8980-0000000 (39.0 Fund)		109,746
Parking		
This is a prior year carry over		
00000.0-00000-78300-8150-7300000 (74.0 Fund)		(210,722)
SDS-Student Nursing Grant		
To adjust budget of Student Nursing Grant in 2008-09. Under new		
guidelines our students didn't qualify for this funding.		
Total Revenue:	\$	<u><u>(50,733)</u></u>

FACULTY HOURLY - HUMANITIES/SOCIAL SCIENCES

Reemployed

Name		Discipline	Salary Placement	Rate
Spooner	Gregory	Philosophy	B5	60.33

New Hires

Name		Discipline	Salary Placement	Rate
Gonzalez	Jerry	History	A1	48.83

FACULTY HOURLY - LIBERAL ARTS

New Hires

Name		Discipline	Salary Placement	Rate
Evans	Max	English	A1	48.83
Jaffe	Michael	English	A1	48.83
Johnson	Susan	English	A1	48.83
Webb	C Travis	English	A1	48.83

FACULTY HOURLY - SCIENCE, ENGINEERING & MATHEMATICS

Reemployed

Name		Discipline	Salary Placement	Rate
Chung	Phoebe	Mathematics	A3	54.60
Negrete	Terri	Computer Information System	B5	60.33

FACULTY HOURLY - TECHNOLOGY

Reemployed

Name		Discipline	Salary Placement	Rate
Miller	Brian	Woodworking	B5	60.33

COUNSELOR HOURLY - STUDENT SERVICES

New Hires

Name		Discipline	Salary Placement	Rate
Brand	Jeanie	DSP&S	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, 2009 OR 175 TOTAL WORKDAYS,
WHICHEVER OCCURS FIRST

Mey, Chakriya Sambath	Aide-Special (Special Ed. Aide)	\$8.00/hr	01/12/09
Padilla, Mireya	Aide-Special (Interpreter II)	\$23.00/hr	01/12/09

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

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

DATE: March 4, 2009

SUBJECT: **Information Item: Associated Students Cerritos College (ASCC) Financial Report for the Period Ending December 31, 2008**

RECOMMENDATION

This item is presented for information only.

OVERVIEW

The ASCC Financial Report for the period ending December 31, 2008 is included in this Board Report.

ANALYSIS

Page 1 is the Combining Balance Sheet listing all Associated Students, Clubs & Trust, and Scholarships & Loan Fund account balances.

Page 2 is the Combining Statement of Revenues, Expenditures and changes in fund balance for budget and actual revenues and expenditures.

Page 3 is the Budget Summary graphic depiction of actual revenues and expenditures.

Sources of income are the college services fee (CSID), commissions from the Bookstore, vending machines, electronic games, and the Food Court vendors, Fine Arts (Theatre), Athletics (Football and Basketball commissions), Student Activities, and interest income.

2008-09 revenue was budgeted at \$856,900; income received (including receivable and due from other funds) is \$381,934.13 as of December 31, 2008.

Funds for disbursement are budgeted to support a variety of activities:

\$209,100 was budgeted for the Student Government Programs and Services.

Amount expended: \$106,168.66 as of December 31, 2008.

\$200,500 was budgeted for the Instructional Programs. This includes Music, Pep Band, WPMD/Broadcasting, Theater Production, Newspaper, Academic Honors, Forensics, Dance, Vocational, Art, and Matriculation.

Amount expended: \$62,092.54 as of December 31, 2008.

\$193,200 was budgeted to support state and national academic competitions, capital outlay projects summer programs, Student Center building fund, faculty supervision and student I.D. cards.

Amount expended: \$42,221.12 as of December 31, 2008.

\$183,850 was budgeted to support the men's and women's Intercollegiate Athletic Programs.

Amount expended: \$103,383.68 as of December 31, 2008.

\$70,250 was budgeted to support the Student Activities Center, registration, promotional activities, support services, and student workers.

Amount expended: \$21,909.41 as of December 31, 2008.

Expenditures were budgeted at \$856,900. Amounts actually expended were \$335,775.41 as of December 31, 2008.

FINANCIAL IMPLICATIONS:

As presented above.

Attachments

ASSOCIATED STUDENTS-CERRITOS COLLEGE
COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
For the Period July 1, 2008 - December 31, 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	150,000.00		
Student Store (400-01-002)	287,500.00	137,500.00		
Football (400-02-001)	6,400.00	7,606.00		
Basketball (400-02-002)	1,000.00	241.00		
Student Activities (400-03-001)	1,000.00	0.00		
Newspaper Advertising (400-03-002)	4,000.00	2,520.00		
Other Income (400-03-005)	6,000.00	2,100.00		
Interest Income (400-03-007)	6,000.00	3,015.86		
Vending Commission (North County & Pepsi) (400-04-002)	87,000.00	534.07		
Electronic Games (400-04-003)	16,000.00	4,085.00		
Food Court Income (400-04-004)	91,000.00	45,460.80		
Elbow Rooms Commission (400-04-005)	52,000.00	26,871.40		
Fine Arts/Theatre (400-05-001)	8,000.00	2,000.00		
Fine Arts/Music (400-05-002)	1,000.00	0.00		
ASCC Undistributed Reserves (400-05-003)	45,000.00	0.00		
Receipts			255,047.58	44,775.85
TOTAL REVENUES	856,900.00	381,934.13	255,047.58	44,775.85
EXPENDITURES				
Student Government Program (600-01-000 to 600-01-999)	209,100.00	106,168.66		
Instructional Programs (600-02-000 to 600-02-999)	200,500.00	62,092.54		
Special Operations (600-03-000 to 600-03-999)	193,200.00	42,221.12		
Intercollegiate Athletics Program (600-04-000 to 600-04-999)	183,850.00	103,383.68		
Student Services (600-05-000 to 600-05-999)	70,250.00	21,909.41		
Adjust for restatements	0.00	0.00		
Disbursements			252,819.96	42,796.81
TOTAL EXPENDITURES	856,900.00	335,775.41	252,819.96	42,796.81
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES		46,158.72	2,227.62	1,979.04
BEGINNING FUND BALANCE, JULY 1, 2008		1,348,224.11 *	472,511.88 *	95,961.39 *
ENDING FUND BALANCE, DECEMBER 31, 2008		1,394,382.83	474,739.50	97,940.43

* Per audited financial statements

lr: 2/12/09

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**ASSOCIATED STUDENTS-CERRITOS COLLEGE
COMBINING BALANCE SHEET
December 31, 2008**

	Associated Students Fund	Students Clubs & Trust Fund	Scholarship & Loans Fund	Combined
<u>ASSETS</u>				
Cash On Hand And In Banks				
Bank of America - ASCC	\$ 873,797	\$ -	\$ -	873,797
Bank of America - Trust		487,991	143	488,134
Investments				
Los Angeles County Treasurer (109-00-000)	172,001			172,001
California Nat'l Bank CDs			97,798	97,798
Petty Cash & Change Funds				
ASCC Account (104-00-000)	750			750
ASCC Accounts Receivable	68,750			68,750
ASCC Prepaid Expenses	0			0
Due From Other Funds	275,691			275,691
Clearing Account	-30			-30
TOTAL ASSETS	<u>1,390,960</u>	<u>487,991</u>	<u>97,940</u>	<u>1,976,891</u>
<u>LIABILITIES AND FUND BALANCE</u>				
Accounts Payable	\$ 8,730	\$ 1,098	\$ -	\$ 9,828
Due To Other Funds	\$ (12,153)	\$ 12,153	\$ -	\$ -
Amounts Held For Others		474,740	97,940	572,680
TOTAL LIABILITIES	<u>-3,423</u>	<u>487,991</u>	<u>97,940</u>	<u>582,508</u>
FUND BALANCE				
Designated for Special Purpose	1,394,383			1,394,383
TOTAL FUND BALANCE	<u>1,394,383</u>			<u>1,394,383</u>
TOTAL LIABILITIES AND FUND BALANCE	<u>1,390,960</u>	<u>487,991</u>	<u>97,940</u>	<u>1,976,891</u>

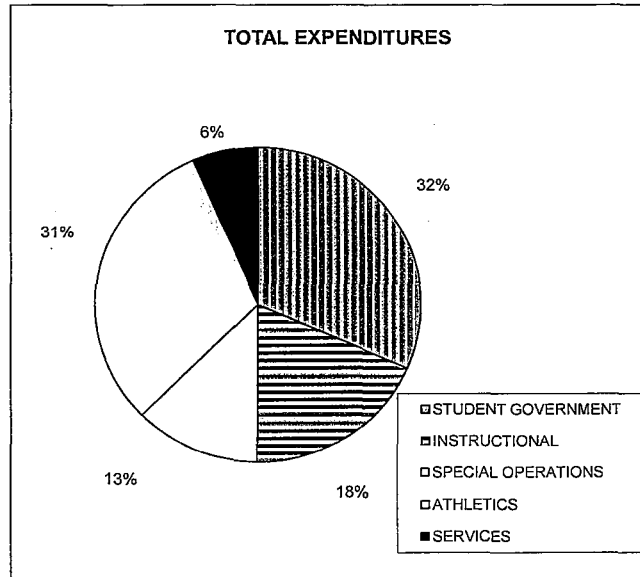
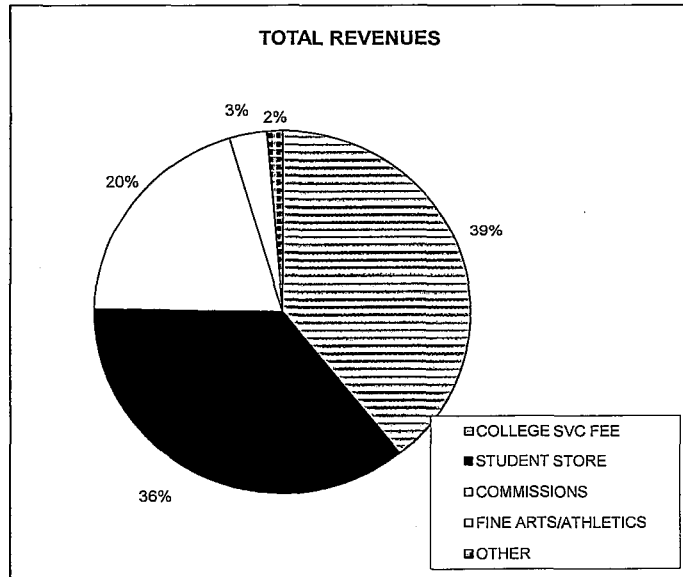
lr: 2/12/09

ASSOCIATED STUDENTS-CERRITOS COLLEGE

BUDGET SUMMARY

DECEMBER 31, 2008

COLLEGE SVC FEE	\$	150,000	STUDENT GOVERNMENT	\$	106,169
STUDENT STORE		137,500	INSTRUCTIONAL		62,093
COMMISSIONS		76,951	SPECIAL OPERATIONS		42,221
FINE ARTS/ATHLETICS		12,367	ATHLETICS		103,384
OTHER		5,116	SERVICES		21,909
			ADJ FOR RESTATEMENT		0
TOTAL REVENUES	\$	381,934	TOTAL EXPENDITURES	\$	335,775



lr: 2/12/09

000113

Cerritos Community College District Policy

CCLC No. 5500

Student Services

1 **BP 5500 STANDARDS OF CONDUCT**

2 **References:**

3 Education Code, Sections 66300 and 66301;
4 Accreditation Standard II.A.7.b

5 The President/Superintendent shall establish procedures for the imposition of discipline
6 on students in accordance with the requirements for due process of the state and
7 federal laws and regulations.

8 The procedures shall clearly define the conduct that is subject to discipline, and shall
9 identify potential disciplinary actions, including but not limited to the removal,
10 suspension, or expulsion of a student.

11 Due process requires that in all significant disciplinary situations, a student is informed
12 of charges against him/her, is given an opportunity to refute them, and has the
13 opportunity to appeal a decision.

14 The Board of Trustees shall consider any recommendation from the President/
15 Superintendent for expulsion. The Board of Trustees shall consider an expulsion
16 recommendation in closed session unless the student requests that the matter be
17 considered in a public meeting. Final action by the Board of Trustees on the expulsion
18 shall be taken at a public meeting.

19 The procedures shall be made widely available to students through the College catalog
20 and other means.

21 Students enrolling in Cerritos College assume an obligation to abide by all District
22 regulations on District-owned or controlled property or at District-sponsored or
23 supervised functions.

24 Students who fail to adhere to District regulations are subject to disciplinary actions.

25 In all disciplinary actions, the student shall be informed of the nature of the charges
26 against him/her and given a fair opportunity to refute them. The District shall not be
27 arbitrary in its actions.

28 The following conduct while on District-owned or controlled property or at District-
29 sponsored or supervised functions shall constitute good cause for discipline, including
30 but not limited to the removal, suspension, or expulsion of a student.

31 1. Assault, battery, or any threat of force or violence, or causing, attempting to
32 cause, or threatening to cause physical injury to another person.

- 33 2. Possession, use, sale, or otherwise furnishing any firearm, knife, explosive, or
34 other dangerous object or chemical, including but not limited to any facsimile
35 firearm, knife, or explosive on District-owned or controlled property or at District-
36 sponsored or supervised functions without the prior authorization of the
37 President/Superintendent or designee.
- 38 3. Unlawful possession, use, sale, offer to sell, or furnishing, or being under the
39 influence of, any controlled substance listed in Chapter 2 (commencing with
40 Section 11053) of Division 10 of the California Health and Safety Code, an
41 alcoholic beverage, or an intoxicant of any kind; or unlawful possession of, or
42 offering, arranging, or negotiating the sale of any drug paraphernalia, as defined
43 in California Health and Safety Code, Section 11014.5.
- 44 4. Committing or attempting to commit robbery or extortion.
- 45 5. Theft, attempted theft of, or willful damage to District property or property in the
46 possession of, or owned by, a member of the college community or knowingly
47 receiving stolen property or private property on District premises.
- 48 6. Willful or persistent smoking in any area where smoking has been prohibited by
49 law or by regulation of the District.
- 50 7. Committing sexual harassment as defined by law or by District policies and
51 procedures.
- 52 8. Engaging in harassing or discriminatory behavior based on race, religious creed,
53 color, national origin, ancestry, physical disability, mental disability, medical
54 condition, marital status, sex, age, sexual orientation, or any other status
55 protected by law.
- 56 9. Willful misconduct that results in injury or death to a student or to District
57 personnel or that results in cutting, defacing, or other injury to any real or
58 personal property owned by the District or on campus.
- 59 10. Disruptive behavior, continual or willful disobedience and/or persistent defiance
60 of the authority, habitual profanity or vulgarity, or abuse of District personnel or
61 where the presence of the student causes a continuing danger to the physical
62 safety of students or others.
- 63 11. Cheating, ~~plagiarism (including plagiarism in a student publication~~ or engaging in
64 other academic dishonesty including copying from another's work; discussion
65 prohibited by the instructor; obtaining exam copies without permission; and using
66 notes, other information, or devices that have been prohibited.
- 67 12. Misrepresentation and/or impersonation, including arranging for or allowing
68 another individual to impersonate or otherwise misrepresent himself or herself to
69 be a student generally or to be a particular student either in person or in an
70 online environment, and/or impersonating or otherwise misrepresenting oneself
71 to be another person in person or in an online environment.
- 72 13. Plagiarism, in individual or group work or in a student publication, including the
73 act of taking the ideas, words or specific substantive material of another and
74 offering them as one's own without giving credit to the source.
- 75 14. Dishonesty; forgery; alteration or misuse of District documents, records, or
76 identification; or knowingly furnishing false information to the District.
- 77 15. Unauthorized entry upon, into, or use of District facilities, either in person or in an
78 online environment.
- 79 16. Lewd, indecent or obscene conduct on District-owned or controlled property, or
80 at District-sponsored or supervised functions.

- 81 17. Engaging in expression that is obscene; libelous or slanderous; or that so incites
82 students as to create a clear and present danger of the commission of unlawful
83 acts on college premises, or the violation of lawful District administrative
84 procedures, or the substantial disruption of the orderly operation of the District.
- 85 18. Persistent, serious misconduct where other means of correction have failed to
86 bring about proper conduct.
- 87 19. Unauthorized preparation, giving, selling, transfer, distribution, or publication, for
88 any commercial purpose, of any contemporaneous recording of an academic
89 presentation in a classroom or equivalent site of instruction, including but not
90 limited to handwritten or typewritten class notes, except as permitted by any
91 Board policy or administrative procedure.
- 92 20. Unauthorized use of audio, video or other listening, recording or transmitting
93 device in any classroom, service area or District activity without prior consent of
94 the instructor, service area manager, or activity advisor except as necessary for
95 reasonable accommodation.
- 96 21. Sexual assault and/or battery; rape, including acquaintance rape; or physical
97 abuse of another person.
- 98 22. Misrepresentation of oneself or of an organization to be an agent of the
99 District.
- 100 23. Continued disruption on or off District property of the District's educational or
101 student services activities, administrative functions and procedures, public
102 service functions, authorized curricular or co-curricular activities, other functions,
103 or prevention of authorized guests from carrying out the purpose for which they
104 are on District property.
- 105 24. Abuse of any person or any possession of any person, on District-owned or
106 controlled property.
- 107 25. Violation of state or local laws, Board policies, or administrative procedures
108 concerning the registration of student organizations, the use of District facilities,
109 or the time, place, and manner of public expression.
- 110 26. Abusive behavior directed toward coercion of, or hazing of a member of the
111 college community.
- 112 27. Violation of Board policies or administrative procedures governing the use of
113 student user accounts, computers, and telecommunication resources, including
114 but not limited to the unauthorized entry, opening, or viewing of a file; the
115 unauthorized use of another individual's identification and password; arranging
116 for, allowing, and/or impersonation of one person by another; sending obscene or
117 abusive messages or files; and/or use of computing facilities to interfere with the
118 work of another student or employee of District.
- 119 28. Engaging in physical or verbal disruption, intimidation, or harassment of such
120 severity or pervasiveness as to have the purpose or effect of unreasonably
121 interfering with a student's academic performance, or District employee's work
122 performance, or of creating an intimidating, hostile or offensive educational or
123 work environment.
- 124 29. Violation of a duly issued restraining order, stalking, and/or a pattern of conduct
125 with intent to follow, alarm, or harass another person, and which causes the
126 person to reasonably fear for his or her safety, and where the pattern of conduct
127 persisted after the person has demanded that the pattern of conduct cease.

- 128 30. Failure to identify oneself when requested to do so by District officials acting in
129 the performance of their duties.
130 31. Any other cause not listed above which is identified as "Good Cause" by the
131 Education Code or that disrupts the college, its mission, or campus life.
- 132 Office of Primary Responsibility: Vice President, Student Services

Date Adopted: May 16, 2007

Date Revised:

CERRITOS COMMUNITY COLLEGE DISTRICT
MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
MARCH 18, 2009

- I. CALL TO ORDER The meeting was called to order at 6:00 p.m. by Mr. Epple, the Board President. Those present were Mr. Bob Arthur, Dr. Tina Cho, Dr. Ted Edmiston, Mr. Bob Epple, Dr. Bob Hughlett, and Jason Macias, Student Trustee. Ms. Carmen Avalos and Mr. Tom Jackson were 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 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. Arthur and seconded by Dr. Edmiston to approve the minutes of the regular meeting of March 4, 2009. The vote for approval was unanimous.
- IV. INSTITUTIONAL PRESENTATIONS A. Mr. Farmer presented Igerna Morris with the Outstanding Classified Employee of the Month Award for the month of February 2009.
- Retirement B. The Board of Trustees presented Nubia Santanilla and Trudy Foster with retirement plaques acknowledging their years of dedicated service to Cerritos College.
- Women's History Month Essay Winners C. This item will be presented at a future Board meeting.
- Budget Update D. Dr. Albanese indicated that there will be a June Budget Revise once the statewide budget-related ballot initiatives are voted on in May. He indicated that a presentation outlining the changes will be made to the Board after the June Revise and that simulations will be presented to the Board before then.
- V. PUBLIC PRESENTATIONS There were no public presentations.
- VI. CONSENT AGENDA It was moved by Dr. Hughlett and seconded by Mr. Arthur to approve the consent agenda and addendum. Dr. Hughlett asked that Item VI.A be held for separate consideration. The vote for approval was unanimous.
- A. It was moved by Dr. Hughlett and seconded by Mr. Arthur to approve item A:
- Consideration of Adoption of College Mission Statement
- Dr. Hughlett stated that although this change to the mission statement is being brought to the Board per accreditation recommendation, he feels that the mission statement should be brief and more concise. The vote for approval was unanimous.
- B. Approved New Course Offerings, as attached.
- C. Approved 2009 Commencement Speaker, as attached.

- D. Approved Title V Gateways Grant Stipend, as attached.
- E. Approved Stipends for Faculty Participating in the Basic Skills Grant Projects for 2008-2009, as attached.
- F. Approved Developmental Education Honorarium, as attached.
- G. Approved Notice of Completion for Bid #0708-06, Campus Wide Lighting Upgrades, as attached.
- H. Approved Budget Extensions and Budget Transfers, as attached.
- I. Accepted and/or Ratified Resignations Accepted by the President/Superintendent, as follows:

Foster, Trudy, Intermediate Typist Clerk (Student Activities), effective April 1, 2009

Santanilla, Nubia, Clerk (Purchasing Department), effective February 28, 2009

Added by addendum:

DeFrance, Francine, Instructional Dean, Humanities and Social Sciences, effective June 30, 2009

- 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:

Student Services Assistant I @28-2 (\$3,305.00 per month) effective March 24, 2009: Jessica Munoz (Admissions and Records)

Gardener/Groundskeeper @25-1 (\$2,951.00 per month) effective March 19, 2009: Miguel Ayerdis (Facilities)

Intermediate Typist Clerk @23-4 (\$3,229.00 per month) effective March 19, 2009: Megalis Lopez (Liberal Arts)

VII. ADMINISTRATIVE MATTERS

- A. As information, the Board book contained College Coordinating Committee Minutes for February 23 and March 2, 2009.
- B. It was moved by Dr. Hughlett and seconded by Dr. Edmiston to vote for the following individuals for the CCCT Board of Directors: Cy Gulassa, Marcia E. Zableckis, Douglas W. Otto, Manny Ontiveros, Jeanette Mann, Carmen Avalos and Bernard "Bee Jay" Jones. The vote for approval was unanimous.

VIII. REPORTS

- A. Board of Trustees
Mr. Macias indicated that applications for the ASCC President and Student Trustee are now available in the Student Activities office. He stated that the Hoe Down Days events have been great and concluded by stating that the iFalcon campaign is doing well.

B. Faculty and Staff Leadership

Dr. Reece stated that progress on student learning outcomes is underway in a positive fashion. He indicated that the Senate Committee on Student Learning Outcomes has been established. Dr. Reece stated that the iFalcon campaign is focusing on the "Link Up" portion of the campaign this week. He added that a recent survey of thirty classrooms showed that many students are only completing one to five hours of homework a week and that students are isolated.

Mr. Kyllingstad thanked Mr. Farmer for his support at the Classified Retreat and added that Dr. Linda Rose was an excellent facilitator for the event.

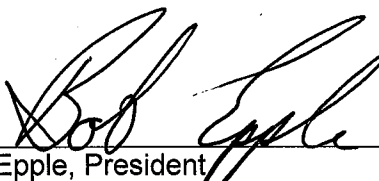
C. Acting President/Superintendent and Vice Presidents

Mr. Farmer stated that he visited with classified staff at the Classified Retreat in Lake Arrowhead. He visited for one evening and said that it was a great learning experience and team-building event. Mr. Farmer informed the Board that a Celebrity Basketball tournament will take place next Thursday, March 26 at Bellflower High School in support of the GEAR UP program.

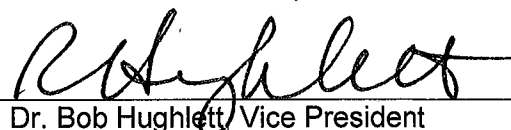
Dr. Brock reminded the Board that the Academic Excellence Awards will be held on Tuesday, March 24 at 7:00 p.m. She indicated that division deans have been discussing the ARCC data and added that they are coming up with ideas to improve student success. She also stated that the Elumen software package has been acquired by the college to track student learning outcomes. Mr. Eppe requested more information on how the software will meet the accountability portion of SLOs.

Dr. Johnson shared an excerpt from a CalWORKS publication titled, "Portraits of Student Success" which highlighted a Cerritos College student's accomplishments.

- | | |
|---------------------------|--|
| IX. CLOSED SESSION | The Board adjourned to closed session at 6:30 p.m. |
| X. RECONVENE | The Board reconvened at 6:55 p.m. |
| XI. ADJOURNMENT | The meeting was adjourned at 6:55 p.m. |
| XII. NEXT REGULAR MEETING | The next regular meeting of the Board of Trustees is scheduled for Wednesday, April 1, 2009 at 6:00 p.m. |



Bob Eppe, President



Dr. Bob Hughlett, Vice President

000120

CERRITOS COLLEGE

TO: Board of Trustees

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

DATE: March 18, 2009

SUBJECT: Consideration of Adoption of New Cerritos College Mission Statement

RECOMMENDATION

It is recommended that the Board of Trustees adopt the following revised mission statement:
"Cerritos College's mission is to serve the community by building futures through learning. Cerritos College is an open access institution committed to providing high quality, academically rigorous instruction in a comprehensive curriculum that respects the diversity represented in our student body and our region."

OVERVIEW

The 2008 accreditation visit resulted in a recommendation that Cerritos College revise its mission statement "to include a description of its student population and to state its commitment to student learning and to the value of diversity." The Planning and Budget Committee formed a subcommittee to address this recommendation, received a proposed revision from the subcommittee, and approved the proposed revision. Before it can be publicized in College publications and on the website, it must be adopted by the Board of Trustees.

ANALYSIS

The proposed revision identifies the student population by declaring that Cerritos College is an open access institution. It addresses the issue of a commitment to student learning by adding the phrase, "committed to providing high quality, academically rigorous instruction in a comprehensive curriculum." The commitment to diversity is reflected in the clause, "that respects the diversity represented in our student body and our region."

FINANCIAL IMPLICATIONS

There are no financial implications to adopting the revised mission statement.

TECHNOLOGY

WMT 120

Artwork Framing

3.0 Units

Class hours: 2.0 lecture/4.0 lab

Prerequisite: None

Corequisite: None

Recommendation: None

This course introduces the student to the skills needed for framing artwork, photographs, archival media, and memorabilia. Topics include design principles, material selection, methods, and tools used for cutting and assembling frames, measuring and cutting mat materials, and hanging methods. Emphasis is placed on the selection and safe use of tools, choice of wood frame materials and finishes, and the proper selection of mats. This course may be taken a maximum of 2 times.

WMT 123

Decorative Boxes

4.0 Units

Class hours: 2.5 lecture/5.5 lab

Prerequisite: WMT 102 or WMT 103 or equivalent with a grade of Pass or "C" or higher

Corequisite: None

Recommendation: None

This course introduces the student to the creation of heirloom quality decorative boxes. Advanced skills and techniques will be explored in the design and production of high-quality chests or boxes. Topics include historical styles, box types, materials, and design and construction processes. Emphasis is placed on quality and safety. This course may be taken a maximum of 2 times.

WMT 185

CNC Woodworking

3.0 Units

Class hours: 3.0 lecture/1.0 lab

Prerequisite: None

Corequisite: None

Recommendation: None

This course introduces the student to AlphaCAM software and its use in woodworking operations on the computer numerical control (CNC) router. Topics include software operations, preparing G-Code instructions for the machine, and use of the CNC router. Emphasis is placed on design, planning, safety, and efficiency. This course may be taken a maximum of 2 times.

WMT 237

Traditional American Furniture

4.0 Units

Class hours: 2.5 lecture/5.5 lab

Prerequisite: WMT 103 or equivalent with a grade of Pass or "C" or higher

Corequisite: None

Recommendation: WMT 102, WMT 118, and WMT 201

This course is designed to increase the students' knowledge in the use of machine woodworking and woodworking hand tools and expand their understanding of wood technology. This advanced course will reinforce skills learned in previous courses and challenge the student to demonstrate the ability to plan, design, fabricate, reproduce, and finish a piece of traditional furniture. Students will construct woodworking projects that are relevant to the subject matter being taught during the same period of time. Topics include traditional American furniture (19th century and earlier) including: chairs, beds, and caseworks. Emphasis is placed on machine and hand tool skills and safety. This course may be taken a maximum of 2 times.

WMT 243

Advanced Wood Veneering

4.0 Units

Class hours: 2.5 lecture/5.5 lab

Prerequisite: WMT 203 or equivalent with a grade of Pass or "C" or higher

Corequisite: None

Recommendation: None

This course builds on the WMT 203 Wood Veneering course, introducing the student to more advanced veneering topics. Topics include parquetry, simple marquetry, inlay, sand shading, and curved panels for use in furniture and cabinet projects. This course may be taken a maximum of 2 times.

BUSINESS EDUCATION

BCOT 171

Business Computerized Office Technologies Occupational Work Experience

1.0 Unit

Class hours: 1.0 lecture

Prerequisite: None

Corequisite: One unit of Business Computerized Office Technologies Occupational Work Experience requires 60 non-paid hours of work or 75 paid hours of work per semester.

Recommendation: None

Work Experience/Career Internship provides the opportunity for students to apply skills and knowledge learned in the classroom to related experiences on the job/training site. The aim of the course is to assist students in expanding specific job skills. In the process of doing so, it creates greater communication with increased understanding between the student/workers, the college, and the employer/trainers.

First-semester students meet with their instructors for a minimum of one hour per week. Students also pursue a program of self-evaluation to determine individual job weaknesses and

strengths. Semester projects that relate to their major and job skills must be completed on the job/training site. Students will meet weekly with the instructor until their participatory assignments and semester work projects have been approved. This course may be taken a maximum of 3 times.

BCOT 172

Business Computerized Office Technologies Occupational Work Experience

2.0 Units

Class hours: 1.0 lecture

Prerequisite: None

Corequisite: Two units of Business Computerized Office Technologies Occupational Work Experience require 120 non-paid hours of work or 150 paid hours of work per semester.

Recommendation: None

Work Experience/Career Internship provides the opportunity for students to apply skills and knowledge learned in the classroom to related experiences on the job/training site. The aim of the course is to assist students in expanding specific job skills. In the process of doing so, it creates greater communication with increased understanding between the student/workers, the college, and the employer/trainers.

First-semester students meet with their instructors for a minimum of one hour per week. Students also pursue a program of self-evaluation to determine individual job weaknesses and strengths. Semester projects that relate to their major and job skills must be completed on the job/training site. Students will meet weekly with the instructor until their participatory assignments and semester work projects have been approved. This course may be taken a maximum of 3 times.

CRCC 1T

Computer-Aided Transcription Lab

1.0 Unit

Class hours: 4.0 lab Open Entry/Open Exit

Prerequisite: None

Corequisite: None

Recommendation: None

This lab course is designed for students in the Court Reporting and Captioning Careers Department to complete computer-aided transcription, CAT tutorials, and practice assignments from their court reporting courses that required this lab. (Formerly BUSC 1T)

CRCC 5T

CSR Qualifying Exam Transcription Lab

2.0 Units

Class hours: 6.0 lab Open Entry/Open Exit

Prerequisite: None

Corequisite: None

Recommendation: None

This course assists development in transcription of the Certified Shorthand Reporters (CSR) Qualifying Exam for students preparing to take the State CSR Exam. (Formerly BUSC 5T)

CRCC 162 ABCD

Q and A Speed Building I

3.0 Units

Class hours: 2.0 lecture/4.0 lab

Prerequisite: None

Corequisite: None

Recommendation: Completion of Court Reporting Theory classes with grade of Pass or "C" or higher. Minimum typing speed of 40 wpm or enrollment in a typing class. Completion of or concurrent enrollment in CRCC 119A.

This course introduces two-voice question and answer (Q and A) dictation at speeds beginning at 40 words per minute up to 90 wpm to students who have completed court reporting Theory classes and are working on completing their 60, 70, 80, and 90 wpm dictation tests. Frequently used words and phrases, word families, number drills, legal terms, literary, jury charge, and business dictation are also introduced. This course may be taken a maximum of 4 times.

CRCC 164 ABCD

Q and A Speed Building II

3.0 Units

Class hours: 2.0 lecture/4.0 lab

Prerequisite: None

Corequisite: None

Recommendation: Completion of 90 word-per-minute speed tests. Minimum typing speed of 47 to 50 wpm or enrollment in a keyboarding class. Concurrent enrollment in CRCC 119B or CRCC 119C class.

This course covers two-voice question and answer (Q and A) dictation at speeds beginning at 100 words per minute up to 130 wpm. Jury charge and business dictation are also given. Congressional Record is introduced at 120 wpm. This course may be taken a maximum of 4 times.

CRCC 166 ABCD

Q and A Speed Building III

3.0 Units

Class hours: 2.0 lecture/4.0 lab

Prerequisite: None

Corequisite: None

Recommendation: Completion of 130 word-per-minute speed tests. Minimum typing speed of 57 to 60 wpm or enrollment in a typing class. Concurrent enrollment in CRCC 119C or CRCC 119D class.

This course covers two-voice question and answer (Q and A) dictation at speeds beginning at 140 words per minute up to 170 wpm. Congressional, jury charge, multiple-voice, and literary dictations are also given at the corresponding speeds. This course may be taken a maximum of 4 times.

CRCC 168 ABCD

Q and A Speed Building IV

3.0 Units

Class hours: 2.0 lecture/4.0 lab

Prerequisite: None

Corequisite: None

Recommendation: Completion of 170 word-per-minute speed tests. Minimum typing speed of 60 wpm or enrollment in a typing class. Concurrent enrollment in CRCC 119E or CRCC 119F class. Concurrent enrollment in CRCC 185.

This course covers two-voice question and answer (Q and A) dictation at speeds beginning at 180 words per minute up to 190 wpm. Congressional, jury charge, multiple-voice, and literary dictations are also given at the corresponding speeds. This course may be taken a maximum of 4 times.

CRCC 169 ABCD

Q and A Speed Build V

3.0 Units

Class hours: 2.0 lecture/4.0 lab

Prerequisite: None

Corequisite: None

Recommendation: CRCC 185 or equivalent with grade of Pass or "C" or higher. Completion of 190 work-per-minute speed tests. Minimum typing speed of 60 wpm or enrollment in a typing class.

This course covers two-voice question and answer (Q and A) dictation at speeds beginning at 200 words per minute up to 225 wpm. Congressional, jury charge, multiple-voice, and literary dictations are also given at the corresponding speeds. This course may be taken a maximum of 4 times.

HEALTH, PHYSICAL EDUCATION, ATHLETICS

PE 103

Theory of Coaching

3.0 Units

Class hours: 3.0 lecture

Prerequisite: None

Corequisite: None

Recommendation: None

This course will provide students with a foundation of components to begin a successful coaching career. Emphasis will be placed on ethics, team management, team practice organization, and coaching characteristics. This course will address coaching issues at all levels and age groups.

Coaching Verification of Completion

The course is designed to provide future coaches with a foundation upon which they may begin a coaching career. The students will be introduced to coaching components that are necessary for successful leadership and organizational skills when working with athletes of all levels, and for all sports.

Coaching Verification of Completion
(13 – 15 units)

Core 12 units

PE 103	Theory of Coaching	3 units
PE 253	Sport Psychology	3 units
PE 200	Nutrition for Fitness	3 units
HED 110	1 st Aid / CPR	3 units

Electives 1, 2, or 3 Units

<u>1 unit courses</u>		<u>2 unit courses</u>	
PE 150 A	Beginning Swimming	PE 150 B	Intermediate Swimming
PE 151	Beginning Wrestling		
PE 154 A	Beginning Badminton	PE 154 B	Intermediate Badminton
PE 156 A	Beginning Golf	PE 154 B	Intermediate Golf
PE 159 A	Beginning Tennis	PE 159 B	Intermediate Tennis
		PE 170	Water Polo
PE 171 A	Beginning Softball	PE 171 B	Intermediate Softball
PE 172 A	Beginning Volleyball	PE 172 B	Intermediate Volleyball
PE 175 A	Beginning Baseball	PE 175 B	Intermediate Baseball
PE 176 A	Beginning Basketball	PE 176 B	Intermediate Basketball
PE 177	Flag Football	PE 178	Intermediate Football
PE 179 A	Beginning Soccer	PE 179 B	Intermediate Soccer
PE 200	Baseball	PE 201	Baseball Off-Season Conditioning
PE 207	Cross Country Conditioning	PE 238	Wrestling Off-Season Training
PE 222	Softball Pre-Season Conditioning		
PE 228	Tennis Conditioning		
PE 234	Track & Field Conditioning		
PE 236	Volleyball Pre-Season Conditioning		

3 unit courses

PE 200	Baseball		
PE 202	Men's Basketball	PE 204	Women's Basketball
PE 206	Men's Cross Country	PE 208	Women's Cross Country
PE 210	Men's Football	PE 213	Intercollegiate Golf
PE 217	Men's Soccer	PE 219	Women's Soccer
PE 221	Women's Softball	PE 223	Men's Swimming
PE 225	Women's Swimming	PE 227	Men's Tennis
PE 229	Women's Tennis	PE 231	Men's Track & Field
PE 233	Women's Track & Field	PE 235	Women's Volleyball
PE 239	Men's Water Polo	PE 241	Women's Water Polo
PE 243	Wrestling		

BUSINESS EDUCATION

LAW 290

Capstone Course – Paralegal Program

1.0 Unit

Class hours: 1.0 lecture

Prerequisite: None

Corequisite: None

Recommendation: To be taken in the final semester of course work for certificate students, and to be taken in the final semester prior to graduation for Paralegal A.A. degree students.

This course provides the opportunity for students to apply skills and knowledge learned in the other paralegal courses to evidence their mastering of the program outcomes for the Paralegal Program. The aim of the course is to assess students to confirm that they have achieved the learning outcomes for the program, to improve job-readiness, and to have them prepare a portfolio project.

LAW 119

Legal Aspects of Mass Communications

1.0 Unit

Class hours: 1.0 lecture

Prerequisite: None

Corequisite: None

Recommendation: None

This course provides a brief introduction to legal aspects faced by those involved in mass media and new media. Major topics include First Amendment rights and responsibilities, libel, privacy, copyright, freedom of information, open meetings, broadcast decency, and student media. This course is not open to students who are enrolled in or who have received credit in JOUR 119 or RTV 119.

ART 113

Art, Science, & Technology in Culture and Society

3.0 Units

Class hours: 3.0 lecture

Prerequisite: None

Corequisite: None

Recommendation: ENGL 52 and READ 54 or equivalent with grades of Pass or "C" or higher.

This course is an overview of the intersections between art, science, and technology, as well as their broader impact on, and interaction with, visual and material culture. Areas of focus will include the social impact of scientific innovations, technology-driven art, and art/science collaborative projects, including discussions of code-based and algorithmic art, data visualization, robotic and interactive art, machine aesthetics, body modification and cyborg experiments, ecological and environmental art, conceptual Internet projects, culture jamming and hacktivist art, game art and virtual reality, surveillance art, and tele-presence and locative media.

JOUR 119

Legal Aspects of Mass Communications

1.0 Unit

Class hours: 1.0 lecture

Prerequisite: None

Corequisite: None

Recommendation: None

This course provides a brief introduction to legal aspects faced by those involved in mass media and new media. Major topics include First Amendment rights and responsibilities, libel, privacy, copyright, freedom of information, open meetings, broadcast decency, and student media. This course is not open to students who are enrolled in or who have received credit in LAW 119 or RTV 119.

PHOT 150

Photography and Society

3.0 Units

Class hours: 3.0 lecture

Prerequisite: None

Corequisite: None

Recommendation: None

This course will examine a variety of topics concerning the interface of photography and society. These include photography and the arts, propaganda and politics, photography and scientific observation, visual anthropology, the visual archive as historical memory, surveillance and power, issues of privacy and censorship, advertising and commodity culture, photojournalism, and the construction of celebrity through images. The manufacturing of personal identity and cultural history through photographic artifacts will be emphasized, as well. Analysis will focus on the way photographic images are used in society and how they help construct our sense of self and the world on a daily basis.

RTV 119

Legal Aspects of Mass Communications

1.0 Unit

Class hours: 1.0 lecture

Prerequisite: None

Corequisite: None

Recommendation: None

This course provides a brief introduction to legal aspects faced by those involved in mass media and new media. Major topics include First Amendment rights and responsibilities, libel, privacy, copyright, freedom of information, open meetings, broadcast decency, and student media. This course is not open to students who are enrolled in or who have received credit in JOUR 119 or LAW 119.

RTV 175

Sportscasting

1.0 Unit

Class hours: 0.50 lecture/2.0 lab

Prerequisite: RTV 155 or equivalent with a grade of Pass or "C" or higher.

Corequisite: None

Recommendation: ENGL 52, JOUR 101, or JOUR 106

This course focuses on color and play-by-play announcing of Cerritos College sporting events using the college radio station as a practical laboratory. Students research and announce a variety of sports as they practice the skills of gathering information from a variety of sources. Students synthesize and edit their comments in real time. Ethical and legal aspects of communication are also covered. This course may be taken a maximum of 4 times.

RTV 176

Talk Radio Broadcasting

1.0 Unit

Class hours: 0.50 lecture/2.0 lab

Prerequisite: RTV 155 or equivalent with a grade of Pass or "C" or higher.

Corequisite: None

Recommendation: ENGL 52, JOUR 101, or JOUR 106

This course focuses on various kinds of talk radio using the college radio station as a practical laboratory. Students research, host, and produce their own radio talk show. Students synthesize and edit their comments in real time. Ethical and legal aspects of communication are also covered. This course may be taken a maximum of 4 times.

TH 107

Actors Studio

3.0 Units

Class hours: 2.0 lecture/4.0 lab

Prerequisite: None

Corequisite: None

Recommendation: None

This course is a performance laboratory. Students will rehearse plays and/or projects, which they will perform for invited audiences. Emphasis will be upon developing acting skills, keeping production elements to a minimum. This course may be taken a maximum of 4 times.

TH 208

Advanced Improv

3.5 Units

Class hours: 3.0 lecture/2.0 Lab

Prerequisite: TH 108 or equivalent with a grade of Pass or "C" or higher.

Corequisite: None

Recommendation: None

This is an advanced course in the art and craft of acting without a script. Emphasis will be placed upon character, status, narrative, group transformation, and transactional analysis as they apply to scene work and to long-form improv. This course may be taken a maximum of 2 times.

DISABLED STUDENTS PROGRAM AND SERVICES

DSPS 86

Introduction to Universal Design for Learning

2.0 Units

Class hours: 2.0 lecture

Prerequisite: None

Corequisite: None

Recommendation: None

Students will be introduced to the history of universal design, the broad range of human abilities, and numerous real-world examples of designs that satisfy the Principles. By the end of the course, students should have an appreciation for the diversity of the human race and be able to recognize universal design, as well as unnecessary obstacles that may be designed into products and environments when usability is not considered. This course is appropriate for students with learning, physical, communicative, or other disabilities, as well as for students who want to enhance their learning ability using universal design and assistive technology.

DSPS 87

Using Scan-Read Technology in UDL

2.0 Units

Class hours: 2.0 lecture

Prerequisite: None

Corequisite: None

Recommendation: Completion of DSPS 86 or equivalent with a grade of Pass or "C" or higher.

This course is designed to teach the principles of Universal Design for Learning (UDL) using scan-and-read programs to facilitate the development of collegiate reading and writing skills. The assistive technology is used as a way to close the achievement gap between students with disabilities and their non-disabled peers. Students will learn to customize the software to assist all students' needs and learning preferences. This course is appropriate for students with learning, physical, communicative, or other disabilities, as well as for students who want to enhance their learning skills by incorporating the principles of universal design to assistive technology scan and read software.

DSPS 88

Using Voice Recognition Technology in UDL

2.0 Units

Class hours: 2.0 lecture

Prerequisite: None

Corequisite: None

Recommendation: Completion of DSPS 86 or equivalent with a grade of Pass or "C" or higher.

This course is designed to teach the principles of Universal Design for Learning (UDL) using voice recognition software, such as Dragon Naturally Speaking, to facilitate the development of collegiate reading and writing skills. The technology is used as a way to close the achievement gap between students with disabilities and their non-disabled peers. The voice recognition software can be customized to assist all students' needs and learning preferences. This course is appropriate for students with learning, physical, communicative, or other disabilities, as well as for students who want to enhance their learning through incorporating the universal design principles using assistive technology.

DSPS 89

Building Perceptual Reasoning Skills in UDL

2.0 Units

Class hours: 2.0 lecture

Prerequisite: None

Corequisite: None

Recommendation: Completion of DSPS 86 or equivalent with a grade of Pass or "C" or higher.

This course is designed to teach the principles of Universal Design for Learning (UDL) using assistive technology programs to facilitate the development of perceptual reasoning and critical thinking skills. The technology is used as a way to close the achievement gap between students with disabilities and their non-disabled peers. Students will learn to customize the software according to their unique needs and learning preferences. This course is appropriate for students with learning, physical, communicative, or other disabilities as well as for those who want to gain skills and enthusiasm for learning incorporating the UDL principles through technology targeted toward building perceptual reasoning skills.

CERRITOS COLLEGE

TO: Board of Trustees
FROM: William C. Farmer, Jr., Acting President *WCF*
REVIEWED BY: Dr. Stephen Johnson, Vice President of Student Services *SSJ*
PREPARED BY: Holly Bogdanovich, Director of Student Activities *HB*
DATE: March 18, 2009
SUBJECT: **Consideration of Approval of 2009 Commencement Speaker**

RECOMMENDATION

It is recommended that the Board of Trustees approve Ms. Brenda Villa as the 2009 Commencement Speaker and an honorarium of \$500.

OVERVIEW

Consideration of approval is requested for Ms. Brenda Villa to be the 2009 Cerritos College Commencement Speaker.

ANALYSIS

Ms. Villa possesses a wealth of local and international accomplishments. 2008 saw her third trip to the Olympic Games. In Beijing she earned her second silver medal in water polo. Her first silver was earned in Sydney in 2000 and she earned a bronze in Athens in 2004. Like her recent performance, Ms. Villa's beginnings in water polo were distinguished by significant accomplishments. She earned prominence in high school at Bell Gardens while playing on the boys water polo team and being a 4-time 1st team All-League, 4-time 1st team All-C.I.F., and 4-time All-American. She was also on the girls Junior Olympics Team. She then took her prowess to the university level. After being red-shirted to train for the 2000 Olympic Games, she saw three seasons on Stanford's team, was a three-time All American, and in 2002 led the team with 60 goals to win the NCAA Women's Water Polo Championship. Ms. Villa went on to compete internationally. She has too many accomplishments to list here, but principal among them, she led the USA Women's National Water Polo Team to win the FINA World Championship in Melbourne and was instrumental in leading the USA Women's National Team in the Pan Am Games. Back here at home, she has returned to Cerritos College for four seasons to serve as assistant coach of the women's water polo team. Earlier this academic year she helped lead the Falcons to statewide victory in the California State Championship. Ms. Villa holds a degree in political science from Stanford. The College Committee on Student Life enthusiastically recommends her as the 2009 Commencement Speaker.

FINANCIAL IMPLICATIONS

Ms. Villa will receive an honorarium in the amount of \$500 paid from the District Commencement account.

CERRITOS COLLEGE

TO: Board of Trustees

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

REVIEWED BY: ~~M.L. Bettino, Dean of Academic Affairs~~ *MV*

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

DATE: March 18, 2009

SUBJECT: Consideration of Approval of Title V Gateways Grant Stipend

RECOMMENDATION

It is recommended that the Board of Trustees approve the payment of stipends to Dr. Jan Connal for services rendered as the Project Analyst and Evaluator on the Title V Gateways Project for Cerritos College.

OVERVIEW

The Title V Gateways Project, shared by CSU Dominguez Hills and Cerritos College, is in its fifth and final year. Throughout the Project, Dr. Jan Connal has served as the Project Analyst and Evaluator, particularly for activities on the Cerritos College campus. In this role, she is responsible for planning and implementing evaluation activities for assessing the effectiveness of the Project's innovative interventions.

ANALYSIS

From January through September, 2009, Dr. Connal will be completing the following evaluation tasks on behalf of the Project:

- 1) Analyzing relevant longitudinal and semester performance measures from the college's MIS submissions from Spring 2005 through Spring 2009;
- 2) Conducting video interviews with selected faculty and students associated with the Project to document current perceptions about teaching and learning in developmental math;
- 3) Conducting a longitudinal comparison of students' use and perceptions of tutoring provided to the sequence of developmental math courses over the duration of the project;
- 4) Coordinating with the CSUDH Gateways evaluator in the examination of Cerritos student transfer patterns and performance in math classes at CSUDH; and
- 5) Developing the Final Evaluation Report and Recommendations for the Cerritos College Gateways Project.

FINANCIAL IMPLICATIONS

The following series of stipends are to be paid to Dr. Jan Connal: March 19, 2009 - \$ 3,000; May 1, 2009 - \$ 3,000; July 1, 2009 - \$ 3,000; and October 1, 2009 - \$ 3,000.

The funding for these stipends is provided by the Federal Title V Gateways Project. There is no cost to the District.

CERRITOS COLLEGE

TO: Board of Trustees

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

REVIEWED BY: Marilyn Brock, *MB* Interim Vice President of Academic Affairs

PREPARED BY: Francie Quaas-Berryman

DATE: March 18, 2009

SUBJECT: Consideration of Approval of Stipends for Faculty Participating in the Basic Skills Grant Projects for 2008-2009

RECOMMENDATION

It is recommended that the Board of Trustees approve payments for the named employees for their participation in the Basic Skills/Developmental Education projects for the academic year 2008-2009.

OVERVIEW

The College Committee on Developmental Education has sponsored several grants and projects in support of the five-year plan developed as part of the California Basic Skills Initiative.

ANALYSIS

During the 2008-09 academic year, faculty participated in a variety of projects designed to better prepare faculty to meet the needs of students with developmental skills as well as integrate the Habits of Mind project into the college culture and further campus work on Student Learning Outcomes. Innovation Grant Projects include continued work on a research paper pathway to increase student learning, language development through an ESL book club, targeted math tutoring for athletes, a reading intervention program, workshops for adjunct faculty in mathematics to explore a variety of instructional strategies for active learning, teacher training for specialized populations of students with special needs, faculty development for part time instructors, Habits of Mind Focus Inquiry Groups, and Student Learning Outcomes Focus Inquiry Groups.

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:

Adele, Julie	\$ 1,100.00
Alvarez, Lydia	\$1,000.00
Arguelles, Tony	\$ 600.00
Barnett, Glenn	\$ 500.00
Betancourt, David	\$1,000.00

Boudreau, Debbie	\$ 500.00
Chung, Phoebe	\$ 560.00
Clarke, Mary	\$1,400.00
Clifford, Steven	\$ 2,500.00
Daugherty, Sarah	\$ 600.00
Dector, Renee	\$ 500.00
Dunham, John	\$ 560.00
El-Abyad, Abdel	\$ 560.00
Fabish, David	\$500.00
Feist, Astrid X	\$ 500.00
Fischer, Anna	\$1,800.00
Flores, Wilfredo	\$ 560.00
Ferguson, Dennis	\$ 500.00
George, Patty	\$1,400.00
Greene, Chad	\$ 600.00
Godwin, Susan	\$ 560.00
Gonzalez, Antonio	\$ 560.00
Hanniff, Brooke	\$ 500.00
Helberg, Bonnie	\$3,500.00
Helberg, Bonnie L.	\$ 500.00
Hsiao, John	\$ 500.00
Hsiao, John	\$ 600.00
Hunt, Mary	\$ 500.00
Hunt, Mary	\$3,500.00
Hurtado, Henrietta	\$1,000.00
Jarret, George	\$1,000.00
Komninos, Jacqueline	\$ 500.00
Komninos, Jacqueline	\$ 500.00
Kronbeck, Mandy	\$ 600.00
Lopez, Manuel	\$ 500.00
Lovejoy, Nicole	\$ 500.00
Lovejoy, Nicole	\$ 600.00
Majam-Finch, Danielle	\$ 500.00
Majam-Finch, Danielle	\$1,300.00
Mariani, Ilva	\$ 500.00
Matsura, Ken	\$ 500.00
McCance, Ian	\$ 560.00
Mixson, Frank	\$ 500.00
Olague, Mark	\$ 600.00
Paige, Matt	\$ 500.00
Palumbo, Linda	\$ 500.00
Parsons, Sue	\$1,000.00
Persaud, Philip	\$ 600.00
Pham, Mai Anh	\$ 560.00
Renteria, Robert A.	\$1,000.00
Roffell, Francis	\$ 600.00
Roque, Tataina	\$ 560.00
Rosenfeld, Kimberly	\$1,500.00
Sampson, Linda M	\$ 500.00
Savard, Hale	\$ 500.00
Sestini, Sally	\$1,400.00

Shah-Williams, Nishi	\$ 500.00
Spradlin, Nancy	\$ 600.00
Sterling, Marrick	\$ 560.00
Sugihara-Cheetham, Joann	\$1,300.00
Sugihara-Cheetham, Joann	\$1,000.00
Tashima, John	\$ 600.00
Torres, Maria	\$ 560.00
Toumajian, Mary Kay	\$ 500.00
Tse, Ing-Yung	\$ 560.00
Walsh, Wendy	\$ 600.00
Young, David	\$ 500.00

CERRITOS COLLEGE

TO: Board of Trustees
FROM: William C. Farmer, Jr., Acting President/Superintendent *WCF*
REVIEWED BY: Marilyn Brock, *MB* Interim Vice President of Academic Affairs
PREPARED BY: Francie Quaas-Berryman, Developmental Education Coordinator
SUBJECT: **Consideration of Approval of Developmental Education
Honorarium**

RECOMMENDATION

It is recommended that the Board of Trustees approve an honorarium for the guest speaker listed below.

OVERVIEW

The College Committee on Developmental Education will sponsor a campus event to promote student engagement with reading.

ANALYSIS

As part of an effort to further student success on campus, the College Committee on Developmental Education is sponsoring an event during which author Victor Villasenor will provide an on-campus, public presentation to students and members of the college community. This is a one time on-campus speaking engagement.


Victor Villasenor, Thirteen Senses, Inc
Honorarium: \$1000.00
Guest Speaker

FINANCIAL IMPLICATIONS

SB 1131 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*
REVIEWED BY: Dr. Jim Albanese, Interim Vice President of Business Services
PREPARED BY: Jenney Ho, Director of Purchasing
DATE: March 18, 2009
SUBJECT: **Consideration of Approval of Notice of Completion for Bid 0708-06,
Campus Wide Lighting Upgrades**



RECOMMENDATION

It is recommended that the Board of Trustees approve the Notice of Completion for Sun and Sun Industries for the Campus Wide Lighting Upgrades at Cerritos Community College District as presented.

OVERVIEW

The District issued a contract to Sun and Sun Industries on March 6, 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.

This project involved changing out the old ballasts and tubes in light fixtures throughout Campus with state of the art energy efficient ones (electronic ballast and T-8 light tubes). By the numbers: 3,468 light tubes and 1,734 ballasts were replaced, as well as 23 LED exit signs and 244 new light fixtures. Finally, vending machine energy controllers were installed on 65 vending machines Campus-wide. These energy saving measures will not only save us energy dollars, but will assist us in our work toward sustainability and lowering our carbon footprint on the environment.

ANALYSIS

This project was completed on March 2, 2009. 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 \$771,414.00.

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: Campus Wide Lighting Upgrades, Bid #0708-06 contract for the doing of which was heretofore entered into on the 6th day of May, 2008 which contract was made with Sun and Sun Industries, contract number #C07-1100, as contractor; that said improvements were completed on the 2nd day of March, 2009, and accepted by formal action of the governing board of said DISTRICT on the 18th day of March, 2009; 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 American Contractors Indemnity Company.

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

000140

BUDGET TRANSFERS FOR MARCH 18, 2009

01.0 FUND-GENERAL FUND-UNRESTRICTED

FROM

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	(279)
OTHER CONTRACT EXPENSES AND SERVICES	\$	(700)
CAPITAL OUTLAY	\$	
OTHER OUTGO	\$	
TOTAL	\$	(979)

TO

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	
CAPITAL OUTLAY	\$	
OTHER OUTGO	\$	979
TOTAL	\$	979

Transfers: Between object codes

Self Balancing: No effect on ending balance

Number of Transfer Requests: Two (2)

Divisions/Departments/Programs:
President's Office; Science, Engineering, and Math

BUDGET TRANSFERS FOR MARCH 18, 2009

39.0 FUND-OTHER SPECIAL REVENUE FUND

FROM

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	(14,335)
OTHER CONTRACT EXPENSES AND SERVICES	\$	
CAPITAL OUTLAY	\$	
TOTAL	\$	(14,335)

TO

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	
CAPITAL OUTLAY	\$	14,335
OTHER OUTGO	\$	
TOTAL	\$	14,335

Transfers: Between object codes

Self Balancing: No effect on ending balance

Number of Transfer Requests: One (1)

Divisions/Departments/Programs:

Mt SAC 24 Month ADN Program

BUDGET TRANSFERS FOR MARCH 18, 2009

41.0 FUND-CAPITAL OUTLAY PROJECTS FUND

FROM

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	
CAPITAL OUTLAY	\$	(98,550)

TOTAL

\$	(98,550)
----	-----------------

TO

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	
CAPITAL OUTLAY	\$	
OTHER OUTGO	\$	98,550

TOTAL

\$	98,550
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Transfers: Between object codes

Self Balancing: No effect on ending balance

Number of Transfer Requests: One (1)

Divisions/Departments/Programs:

District, Capital Outlay

APPROPRIATION TRANSFER ANALYSIS FOR MARCH 18, 2009

Revenue:

00000.0-00000-70000-8890-0000000 (01.3 Fund)	\$	5,032
Donations		
To allocate income for contracted services		
00000.0-00000-73708-8981-0000000 (41.0 Fund)		98,550
One time 07-08 ab 1802 School Maintenance		
To allocate income for contracted services		
Total Revenue:	\$	<u>103,582</u>

FACULTY HOURLY - SCIENCE, ENGINEERING & MATHEMATICS

Reemployed

Name		Discipline	Salary Placement	Rate
Whitney	Donald	Computer & Information Sciences	B5	60.33

FACULTY HOURLY - COMMUNITY, INDUSTRY & TECHNOLOGY EDUCATION

Reemployed

Name		Assignment	Salary Placement	Rate
Dudek	Peter	Apprenticeship	B5	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, 2009 OR 175 TOTAL WORKDAYS,
WHICHEVER OCCURS FIRST

Beltran, Johavi	Aide-General (Laboratory)	\$8.00/hr	01/12/09
White, Lauren	"	"	01/25/09
Devora, Kimmie	Aide-General (Laborer)	\$8.00/hr	01/27/09
Karunaratne, Dhanapala	Aide-Special (Special Ed. Aide)	\$8.00/hr	01/12/09
Phillips, Brittney	"	"	01/21/09
Flores, Benjamin	Aide-Special (Tutor)	\$8.00/hr	02/17/09
Ruiz, Edward	"	"	01/25/09
Castillo, Jonathan	Clerk	\$8.64/hr	01/25/09
Jones, Marquis	"	"	"
Megallanes, Xavier	"	"	"
Brazel, Jackie	PBX Operator/Receptionist	\$9.07/hr	01/29/09
Garcia, Robert	Financial Aide Clerk	\$9.31/hr	01/25/09
Montelongo, Denise	"	"	"
Clarke, Crystal	Instructional Aide I	\$9.56/hr	02/03/09
Lewis, Regina	"	"	01/25/09
Ocampo, Christopher	"	"	"
Renteria, Stephanie	"	"	02/09/09
Rodas, Francisco	"	"	01/25/09
Salazar, Corrina	"	"	"
Sayasouk, Amanda	"	"	"
Schulof, Edward	"	"	01/24/09
Shah, Pankaj	"	"	01/25/09
Widby, Myeshia	"	"	"
Keo, Allen	Intermediate Clerk	\$9.56/hr	01/25/09
Nguyen, Ha Ngoc	"	"	"
Rosas, David	"	"	"
Medina, Maria	Intermediate Typist Clerk	\$9.56/hr	02/17/09
Miranda, Katherine	"	"	12/22/08
Barnum, Micael	Program Assistant I	\$9.99/hr	01/26/09
Florian, Arturo	"	"	01/27/09
Huggins, Sean	"	"	02/11/09
Roldan, Celena	"	"	02/03/09
Williams, Channley	"	"	02/09/09
Zaragoza, Suzanna	"	"	01/12/09

Presented to the Board of Trustees 3/18/09

Salgado, Luis	Aquatics Specialist	\$10.11/hr	01/05/09
Pena, Johanna	Program Assistant II	\$11.34/hr	01/21/09
Castillejos, Silvia	Document Services Coordinator	\$11.88/hr	01/12/09
Castro, Eduardo	"	"	02/01/09
Garcia, Andres	"	"	"
Hortua, Leonel	"	"	01/12/09
Villagran, Alfredo	"	"	"
Allen, Michael	Instructional Aide II	\$14.13/hr (3)	01/05/09
Baker, Bradley	"	"	"
Krause, Peter	"	"	01/12/09
Rich, William	"	\$12.81/hr (1)	01/25/09
Arriaga, Sergio	EOPS/VEA Assistant	\$13.79/hr	01/25/09
Diaz, Diana	"	"	"
Escalera, Zayra	"	"	"
Ruiz, Jennifer	"	"	"
Soria, Perla	Coordinator of School Relations	\$15.81/hr	01/20/09
Libal, Angela	Cont. Ed. Specialist (Arts & Crafts)	\$22.34/hr	02/09/09
Lagman, Alex	Music Conservatory Specialist	\$24.36/hr	01/12/09
Barlow, Christopher	Community Education Specialist	\$29.15/hr	02/04/09
Brand, Jeanie	"	"	01/27/09
Cruz, Sharon	"	"	01/25/09
Gonzalez, Lisa	"	"	01/12/09
Hutchison, Cheryl	"	"	01/26/09
Lopez, Manuel	"	"	01/12/09
Rogan, Christine	"	"	02/02/09
Villafane, Migdalia	"	"	02/15/09
Barlow, Christopher	Cont. Ed. Specialist (Business Tech.)	\$50.52/hr	02/04/09
Becerra, Mardell	"	"	12/01/08
Wilson, Esther	"	"	01/12/09
Hipolito, Rosela	Cont. Ed. Specialist (Health Occ.)	\$50.52/hr	02/09/09

CERRITOS COMMUNITY COLLEGE DISTRICT
MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
APRIL 1, 2009

- I. CALL TO ORDER The meeting was called to order at 6:00 p.m. by Mr. Epple, 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 Mr. 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, 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 Dr. Hughlett and seconded by Mr. Arthur to approve the minutes of the regular meeting of March 18, 2009. Mr. Jackson noted that he was not present at the March 18 Board meeting and asked that the minutes be revised. The vote for approval as corrected was 5-0-2; Ms. Avalos and Mr. Jackson abstained.
- IV. INSTITUTIONAL PRESENTATIONS
Budget Update A. Dr. Jim Albanese gave a presentation on various budget assumption scenarios. Dr. Hughlett asked how federal stimulus money may affect the college, and Mr. Farmer replied that Nick Kremer is researching funding possibilities through the Workforce Investment Board. Dr. Hughlett also asked about "shovel-ready" projects and whether funding is being provided for those. Mr. Farmer replied that a list of projects has been sent to Congresswoman Grace Napolitano and Supervisor Don Knabe per their requests.
- V. PUBLIC PRESENTATIONS There were no public presentations.
- VI. CONSENT AGENDA It was moved by Dr. Hughlett and seconded by Mr. Arthur to approve the consent agenda and addendum. Ms. Avalos asked that Item VI.A be held for separate consideration. The vote for approval was unanimous.
- A. It was moved by Dr. Hughlett and seconded by Mr. Arthur to approve Item A:
Provide Compensation to Ms. Avalos for her absence during the March 18 Board Meeting
The vote was 6-0-1; Ms. Avalos abstained.
- B. Approved 2009-09 Foster and Kinship Care Education (FKCE) Funds Reallocation, as attached.
- C. Approved Perkins/VTEA Grant Honorarium for the 2009 Advisory Committee Members Recognition Breakfast, as attached.
- D. Approved Stipends for the Enrollment Growth and Retention for Registered Nursing Programs Grant - Spring 2009, as attached.
- E. Approved Resolution No. 09-04, Order of Biennial Governing Board Member Elections, as attached.

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F. Approved Master Agreement Between Cerritos Community College and Cerritos College Foundation, as attached.

G. Approved Contracts as follows:

Construction
AMENDMENT

1. EMAE International
Classroom/Lab/Office Complex 1
Facilities

EMAE International notified the District that a subcontractor listed in the bid document was unable to fulfill their contract obligation. Advanced Lab Concepts will replace D. Bertino Manufacturing to perform work on cabinets. The substitution of the sub-contractor will not affect the completion date of the project and there is no additional cost to the contract for the substitution of the subcontractor.

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 Requests for Unpaid Leaves of Absence, as follows:

Allison Yabroff, Biology Instructor (SEM), effective August 17, 2009 through May 21, 2010

Angela Conley, Mathematics Instructor (SEM), effective April 6, 2009 through May 22, 2009

Leslie Stapp, Philosophy Instructor (Humanities/Social Sciences), effective August 17, 2009 through May 21, 2010

Added by addendum:

Carol L. Caminiti, Nursing Instructor (Health Occupations), effective April 13, 2009 through May 22, 2009

Julé Ketcham, Librarian, effective April 16, 2009 through April 15, 2010

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

Added by addendum:

Intermediate Typist Clerk @23-4 (\$3,229.00 per month), REVISE effective date from March 19, 2009 to March 23, 2009: Megalis Lopez (Liberal Arts)

Gardener/Groundskeeper @25-1 (\$2,951.00 per month) effective April 6, 2009: Elvie Howard Jr. (Facilities)

Financial Aid Specialist @36-2 (\$3,979.00 per month) effective April 2, 2009: Juan Mercado Esparza (Financial Aid)

VII. ADMINISTRATIVE MATTERS

A. As information, the Board book contained College Coordinating Committee Minutes for March 9, 2009.

B. As information, the Board book contained the shared governance description for the Senate Committee on Student Learning Outcomes.

C. As information, the Board book contained the ACCME Constitution and By-Laws.

- D. Mr. Epple requested that an open session item and closed session item be placed on the agenda for the May 6 regular Board meeting to discuss the Presidential search process and other items pertaining to candidate interviews.

VIII. REPORTS

A. Board of Trustees

Mr. Jackson stated that he attended the Teacher TRAC graduation ceremony on Wednesday, March 25. He indicated that many graduates of the program spoke to the students about their experiences and that it was an informative and enjoyable evening. He indicated that the Cerritos College Retired Faculty Association awarded Melissa Wagner, Teacher TRAC student, a scholarship at their luncheon on Tuesday.

Dr. Cho stated that the Academic Excellence Awards ceremony was a great experience and she enjoyed it very much.

Dr. Hughlett stated that the K-12 Partners in Education breakfast was informative and added that the K-12 districts commended the college for great programs that continue to benefit students during difficult economic times.

Dr. Edmiston stated that the Groundbreaking Ceremony for the Southland/Cerritos Center for Transportation Technologies was a remarkable and well-attended event. He also invited the Board to attend the LACSTA meeting on Thursday, April 30, where Lieutenant Governor John Garamendi will be the guest speaker.

Mr. Macias stated that the beautification project in front of Student Activities is coming along nicely. He encouraged the Board to read the latest Talon Marks "Wings" publication. He concluded by commending the students who were awarded at the Academic Excellence Awards ceremony.

B. Faculty and Staff Leadership

Dr. Reece stated that 72 students were awarded at the Academic Excellence Awards and thanked the Senate Committee on Academic Affairs for their hard work putting the event together. He invited the Board to attend the Outstanding Faculty Awards on Thursday, April 23. He stated that a task force has been established to work on a student success plan as a result of the recent ARCC data. He added that he feels very positive about the progress they will make.

C. Acting President/Superintendent and Vice Presidents

Mr. Farmer shared that Dr. Stephen Johnson is currently representing the college on his behalf at Osaka Jikei College in Japan. Dr. Johnson will be making a speech at their opening ceremony for new students. Mr. Farmer congratulated the Senate Committee on Academic Affairs, including Mary Balmages and Cheryl Shimazu, for a wonderful Academic Excellence Awards ceremony and program. He indicated that the Teacher TRAC ceremony was excellent. He stated that new teachers are faced with many challenges and must learn to be flexible, and he added that many graduates stated that the Teacher TRAC program prepared them for this. He stated that the SCCTT Groundbreaking Ceremony was a great event that was well-attended. Mr. Farmer

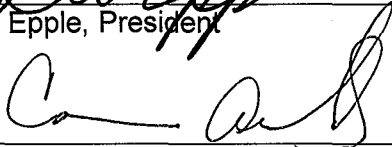
indicated that he gave a presentation at the March 26 Cerritos Optimist Club meeting and stated that the attendees had a number of good things to say about the college. He also attended the AAUW Annual Scholarship event which was wonderful and moving. He shared an award that was received by School Relations from the Life After Uncivil Ruthless Acts event, which was hosted by Councilwoman Jan Perry. He concluded by informing the Board that the Accreditation site visit will take place on April 29.

Dr. Brock stated that the summer class schedules will be available on campus and in various locations throughout the community beginning next week.

- IX. CLOSED SESSION The Board adjourned to closed session at 6:43 p.m.
- X. RECONVENE The Board reconvened at 7:21 p.m.
- Read Out Dr. Hughlett reported that in closed session the Board of Trustees approved the employment of Thomas Molyneux as Director of Economic Development on Grade 11, Step 1 (\$7,299.00 per month) of the management salary schedule, effective April 6, 2009. The vote for approval was unanimous.
- XI. ADJOURNMENT The meeting was adjourned at 7:22 p.m.
- XII. NEXT REGULAR MEETING The next regular meeting of the Board of Trustees is scheduled for Wednesday, April 15, 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*
REVIEWED BY: Marilyn Brock, Interim Vice President of Academic Affairs *MB*
PREPARED BY: Jenine Nolan, Instructional Dean of Health Occupations *JN*
DATE: April 1, 2009
SUBJECT: **Consideration of Approval of 2008-09 Foster and Kinship Care Education (FKCE) Funds Reallocation**

RECOMMENDATION

It is recommended that the Board of Trustees approve receipt of an additional \$2,199 of FKCE reallocated funds for fiscal year 2008-09. The total allocation would be revised to \$146,494.

OVERVIEW

The Foster and Kinship Care Education (FKCE) Program is funded through the California Community Colleges Chancellor's Office and recently received notice that it has been approved for an additional amount of reallocated funds for fiscal year 2008-09. This is a one-time only increase and will not affect the college's future allocations.

ANALYSIS

Original amount of funding was \$144,295. Grant performance period is July 1, 2008 – June 30, 2009.

FINANCIAL IMPLICATIONS

Cerritos College will receive an additional \$2,199. The funds will be used to support the activities of the Foster and Kinship Care Education Program.

CERRITOS COLLEGE

TO: Board of Trustees
FROM: William C. Farmer, Jr., Acting President/Superintendent *WCF*
REVIEWED BY: Dr. Marilyn Brock, Interim Vice President of Academic Affairs *MB*
PREPARED BY: Nick Kremer, Executive Dean Community, Industry and Technology Education
DATE: April 1, 2009
SUBJECT: **Consideration of Approval of Perkins/VTEA Grant Honorarium for the 2009 Advisory Committee Members Recognition Breakfast**

RECOMMENDATION

It is recommended that the Board of Trustees approve an honorarium to the Los Angeles County Economic Development Corporation (LAEDC) in the amount of \$750.

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

The college hosts an annual breakfast to honor our vocational advisory committee members. This year's speaker will be Jack Kyser, Founding Economist of the Kyser Center for Economic Research of the Los Angeles Economic Development Corporation (LAEDC). Mr. Kyser's analytical research work and insightful knowledge of the regional economy has helped to elevate the LAEDC to recognition as the pre-eminent source of economic information and forecasts on Southern California.

FINANCIAL IMPLICATIONS

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

CERRITOS COLLEGE

TO: Board of Trustees
FROM: William Farmer, Acting President/Superintendent *NCF*
REVIEWED BY: Dr. Marilyn Brock, *MB* Interim Vice President of Academic Affairs
PREPARED BY: Jenine Mescher Nolan, Dean of Health Occupations *JMN*
DATE: April 1, 2009
SUBJECT: **Consideration of Approval of Stipends for the Enrollment Growth and Retention for Registered Nursing Programs Grant Spring 2009**

RECOMMENDATION

It is recommended that the Board of Trustees approve payment of stipends to nursing faculty members for work performed January through May 2009 as stipulated in and funded by the Enrollment Growth and Retention for Registered Nursing Programs Grant.

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, software, videos and clinical simulation to support both clinical and didactic practice
- Assist graduating students to prepare for the National Council Licensure Exam (NCLEX)
- Faculty development work-shop to meet BRN requirement for all faculty in geriatric continuing education
- Creation of Faculty Orientation Manual and media presentation

ANALYSIS

To maximize student success, strengthen retention, increase NCLEX pass rates, and meet BRN faculty requirement for geriatric care spring 2009 activities include:

- Project Coordinator funded by grant at \$1250 for January through May 2009
- Project Case Manager funded by grant at \$1250 for January through May 2009
- Presentation of workshops designed to increase student retention (\$75 per hour)
- Reading, writing, English language and study skills tutoring (\$55 per hour)
- Faculty Student Advisors (\$250 per faculty member)
- Faculty conducted NCLEX review course (\$85 per hour)

FINANCIAL IMPLICATIONS

Project coordination functions are performed by:

- Voorhies, Ann \$1250

Case management functions are 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 \$ 300 student workshop presentations (4 hours)
- Knowlton, Mary \$ 225 student workshop presentations (3 hours)
- Veloz-Rendon, Lizette \$ 300 student workshop presentation (4 hours)
- Orozco, Rebecca \$ 300 student workshop presentation (4 hours)

Weekly reading, writing, test taking and study skills tutoring for students.

- Dolly Flores Salcido \$1540 (28 hours)

The following faculty members are eligible for a \$250 stipend for Faculty Advisor activities. Faculty members meet with students individually to identify students at risk; provide referrals to the Retention Specialist and/or support services; and to provide ongoing individualized student advisement to 10 nursing students:

- Arfwedson, Chris \$ 250
- Brooks, Kelli \$ 250
- Cooke, Melodie \$ 125 (first 9 weeks only)
- 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 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 funds will be utilized for these expenditures. There is no cost to the District.

TO ORDER BIENNIAL GOVERNING BOARD ELECTION
CERRITOS COMMUNITY COLLEGE DISTRICT RESOLUTION NUMBER 09-04

Order of Election of **Cerritos Community College District** of Los Angeles County, California.

RESOLUTION ORDERING GOVERNING BOARD MEMBER ELECTION

RESOLVED that pursuant to Education Code (EC) §5000-5030, the Los Angeles County Superintendent of Schools (County Superintendent) is hereby ORDERED to call an election for the purpose, and in accordance with the designations contained in the following specifications of the Election Order made under the authority of EC §5302, 5304, and §5322.

SPECIFICATIONS OF THE ELECTION ORDER

The election shall be held on Tuesday, November 3, 2009. The polling hours shall be from 7:00 a.m. to 8:00 p.m.

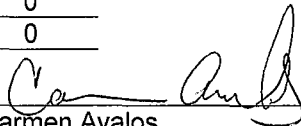
The purpose of the election is to submit to the voters of the district the question of whether **three (3)** members shall be elected to the Governing Board of the **Cerritos Community College District**.

The Los Angeles County Registrar-Recorder/County Clerk (Registrar-Recorder) will perform all the duties incident to the preparation for and holding of the above-mentioned election. The **Cerritos Community College District** will pay the costs of the election. If any agency holds an election on November 3, 2009, the **Cerritos Community College District** shall pay its pro rata share pertaining to the conduct of this election shall be under the provisions of the appropriate sections of the Education and Election Codes.

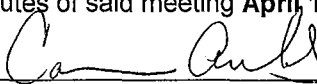
IT IS FURTHER ORDERED that the Clerk of the district is hereby directed to furnish two copies of this order to the County Superintendent not less than 57 days prior to the date set for the election.

The foregoing Resolution and Order was adopted and affirmed by the Governing Board of **Cerritos Community College District** of Los Angeles County, being the Board authorized by law to make the designations contained therein, by formal vote as follows:

Ayes	<u>7</u>
Nays	<u>0</u>
Absent	<u>0</u>

Signed: 
Carmen Avalos
Clerk of the Governing Board

I hereby certify that the foregoing is a full, true, and correct transcript of a resolution duly adopted by the Governing Board named therein at a duly constituted meeting of the said Governing Board held on **April 1, 2009** as it appears upon the minutes of said meeting **April 1, 2009**.

Signed: 
Carmen Avalos
Clerk of the Governing Board

REGISTRAR-RECORDER INFORMATION

Public Notice Election Announcement

Listing of ~~two (2)~~ **three (3)** local newspapers: Press Telegram
Los Cerritos Community News
Downey Patriot

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 *[Signature]*

PREPARED BY: Jenney Ho, Director of Purchasing

DATE: April 1, 2009

SUBJECT: **CONSIDERATION OF APPROVAL OF MASTER AGREEMENT BETWEEN CERRITOS COMMUNITY COLLEGE AND CERRITOS COLLEGE FOUNDATION**

RECOMMENDATION

It is recommended that the Board of Trustees approve the master agreement between Cerritos Community College and the Cerritos College Foundation.

OVERVIEW

The master agreement authorizes the Cerritos College Foundation administration to manage and administer functions or activities for the benefit of the District. The Cerritos College Foundation provides scholarships, in-kind donations, and other support programs to District. In turn, the District reimburses the Foundation for salary and facilities costs.

ANALYSIS

The new agreement is being presented for a period of five (5) years term. Upon mutual consent, the agreement may be extended for two (2) consecutive terms of five (5) years each.

FINANCIAL IMPLICATIONS

There is no financial impact.

**MASTER AGREEMENT
BY AND BETWEEN THE
CERRITOS COMMUNITY COLLEGE DISTRICT
AND THE
CERRITOS COLLEGE FOUNDATION**

The Master Agreement dated as of (date after Board approval) is between the Cerritos Community College District ("District") and the Cerritos College Foundation ("Foundation").

The Foundation is an independent, voluntary nonprofit corporation possessing a 501(c) 3 federal income tax status. The Foundation is exempt from the current auxiliary organization provisions of the California State Education Code, Section 72670 et seq., because it was incorporated and in existence prior to September 1, 1980. The Foundation shall continue to operate under Article 6 (commencing with Section 72670) of Chapter 6 of Part 45, as it read immediately prior to August 30, 1980, until the time, if any, that the organization is recognized pursuant to the current Education Codes sections 72670 et seq.

The Foundation may administer functions or activities as defined through amendments to this Agreement attached hereto as Attachment A. Other services may be provided if first approved by the Board of Trustees of the District.

I. PURPOSE

The purpose of this Agreement is to provide for the administration by the Foundation of the functions and activities described herein, instead of administration by and through the District under the usual District procedures, which is deemed to be more effective in accomplishing these functions and activities than would be possible under the usual District budgeting, purchasing, and other fiscal procedures, including the ability to respond to specialized needs of business, industry, and government in the District's region.

II. SIGNS, FIXTURES AND EQUIPMENT

During the terms of this Agreement, the Foundation shall have the right to place and attach fixtures, signs and equipment in or upon facilities as authorized by the District President/Superintendent or his/her designee in

writing as to number, size and location. Fixtures, signs or equipment so erected, placed or attached by the Foundation shall be and remain the property of the Foundation and be removed therefrom by the Foundation upon the termination of this Agreement.

III. RIGHT OF ENTRY

It is understood and agreed that at any time the District and its agents shall have the right to enter described facilities or any part thereof for the purpose of examination or supervision.

IV. DISTRIBUTION OF ASSETS UPON CESSATION

The property of this auxiliary organization is irrevocably dedicated to charitable purposes and no part of the net income or assets of this auxiliary organization shall ever inure to the benefit of any director, officer or member of this auxiliary organization or to the benefit of any private person.

Upon winding up and dissolution of this auxiliary organization, and after paying and adequately providing for the debts and liabilities of the auxiliary organization, the assets of this auxiliary organization shall be distributed to the District or to any successor organization.

V. INSURANCE, INDEMNIFICATION, AND RESTORATION

The Foundation shall be included in the District's insurance policies for all of its regular functions. When special events are sponsored by the Foundation, separate insurance coverage may be required by the District.

The Foundation agrees to indemnify, defend, and save harmless the District, its officers, agents, employees from any and all loss, damage, or liability that may be suffered or incurred by the District, its officers, agents and employees, caused by, arising out of, or in any way connected with the operation of the Foundation or the use of District facilities by the Foundation.

Upon termination of this Agreement, the District shall have the option to require the Foundation, at Foundation's own expense and risk, to restore the facilities as nearly as possible to the condition existing prior to the commencement of use of the facilities by the Foundation. But if the Foundation shall fail to do so within ninety (90) days after the District exercises said option, the District may restore the property at the expense of

the Foundation and all costs and expenses of such removal or restoration shall be paid by the Foundation upon demand of the District

VI. NON ASSIGNABILITY

This Agreement is not assignable by the Foundation, either in whole or in part, nor shall the Foundation permit anyone else to use the described facilities or property or any part thereof without prior written permission of the District President/Superintendent or his/her designee.

VII. EFFECTIVE DATE

This Agreement shall become effective when executed by duly authorized representatives of both parties and shall continue for a term of five (5) years thereafter. Upon mutual agreement of the District and the Foundation, the Agreement may be extended for two (2) consecutive terms of five (5) years(s) each.

VIII. NOTICES

All notices herein required to be given, or which may be given by either party to other, shall be deemed to have been fully given when made in writing and received by the Foundation or the District President/Superintendent.

Notice to the District shall be addressed as follows:

Cerritos College Community College District
11110 Alondra Boulevard
Norwalk, CA 90650

Attention: Vice President, Business Services

Notice to the Foundation shall be addressed as follows:

Cerritos College Foundation
11110 Alondra Boulevard
Norwalk, CA 90650

Attention: Executive Director

IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto as of the date first above written.

Cerritos Community College District

Cerritos College
Foundation

By _____
William C. Farmer, Jr.
Acting District President/Superintendent

By _____
Victor Villegas
Foundation Chairperson

**AMENDMENT TO
MASTER AGREEMENT
BY AND BETWEEN THE
CERRITOS COMMUNITY COLLEGE DISTRICT
AND THE
CERRITOS COLLEGE FOUNDATION**

I. AREAS OF SERVICE

The Foundation is authorized to manage and administer for the benefit of the District:

- a) gifts, bequests, devises, endowments and trust,
- b) workshops, conferences, events, institutes, and federal/state projects
- c) alumni activities
- d) public relations programs

In carrying out these functions, the Foundation may receive funds and dispense funds received to promote the general welfare of the District including, but not limited to:

- a) supplementing the total programs and activities of the District.
- b) assisting in the promotion of educational services and facilities.
- c) aiding the District in fulfilling its role of providing a comprehensive program of service and education to the community.

II. USE OF FACILITIES AND PROPERTY

The Foundation may use, without charge, District's meeting rooms at times they are not being used for District purposes, to hold meetings of the Foundation's Board of Directors.

The Foundation may use, without charge, District facilities in order to conduct the normal business of the Foundation. These facilities shall be designated by the District President/Superintendent.

The Foundation may occupy, operate, and use other District facilities and property separately or jointly with the District as identified by agreement with the District. Any such agreements shall state the charges or rental, if any, for use of District facilities and property.

The Foundation shall use the facilities and property only for those services and functions that are consistent with the policies, rules and regulations, which have been or may be adopted by the Board of Trustees of the District.

The right to use of any of the District facilities or equipment included in this Agreement or amendments shall cease upon written notice by the District President/Superintendent that the facilities are needed by the District.

III. REIMBURSEMENT FOR SERVICES AND FACILITIES

- A. The Foundation shall reimburse the District for expenditures and costs incurred by the District as a result of the activities of the Foundation. The District shall invoice the Foundation for such expenditures or costs, indicating items charged and the method of determining costs.
- B. Subject to paragraph E below, the District will provide at District expense personnel support up to one full-time, 12-month, professional management level position, and up to two, full-time, 12-month Foundation assistant positions. The level of support up to the maximum stated herein will be determined by the District President/Superintendent.
- C. The following representatives of the District may serve without compensation by the Foundation as ex-officio Directors of the Foundation and the District shall not demand nor receive reimbursement for their service as Directors of the Foundation; Trustees' Board of Directors Representative, District President/Superintendent, Faculty Representative and ASCC Representative.
- D. The Foundation may provide services to the District for which the District shall reimburse the Foundation.
- E. No later than July 30 of each year, the Foundation shall provide a written Cost Benefit Report to the District, summarizing its net financial benefit to the District. On or before each July 30 of the then-current fiscal year, the Board of Trustees of the District at that time shall make a determination as to the fair market value of the services and funds provided by the Foundation to the District for the previous fiscal year.

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If the fair market value of the services and funds provided by the Foundation to the District surpasses the value of the administrative services provided by the District to the Foundation under this Agreement, no reimbursement from the Foundation to the District shall be effected. If the fair market value of the services and funds provided by the Foundation is less than the value of the administrative services provided by the District to the Foundation under this Agreement, the reimbursement from the Foundation to the District shall be effected in the first six (6) months of the next fiscal year. In determining the fair market value of the services and funds provided by the Foundation to the District, the Board shall take into consideration the value of any activities of the Foundation for public relations or other purposes which benefit the District.

- F. The independent CPA firm retained to audit the District will also audit the Foundation on an annual basis in the manner specified by Education Code Section 72672(a). In particular, the independent CPA firm will review documentation supporting the determination made pursuant to Subsection E as to the fair market value of the services and funds provided to the District by the Foundation during the year for which the audit is being conducted. The District shall insure that a copy of said audit is submitted to the Office of the Chancellor of the California Community Colleges. The District may provide for the cost of such audit.

IV. INDIRECT COSTS

If the Foundation administers a federal/state sponsored program, it shall reimburse the District for indirect costs associated with the performance of services by the District for the Foundation relating to the federal/state sponsored project. Such reimbursement will take into consideration the District's federal/state cost rate and the approved indirect cost allocation, if any, of the federal or state program award.

V. DISPOSITION OF EARNINGS

Income generated by the Foundation in excess of costs and provisions for equipment, maintenance, reserves and working capital shall be used to benefit the District. Reserves shall be established by the Board of Directors of the Foundation to insure fulfillment by the Foundation of the Agreement.

VI. EXPENDITURE OF FUNDS

With respect to expenditures for purpose which would serve to augment District appropriations for the operation of the district, the Foundation may expend funds in such amount and for such purposes as are approved by the Board of Directors of the Foundation. Appropriation of funds for use outside of the Foundation's normal business operations shall be approved in accordance with the District policy and regulations by an officer designated by the District's Governing Board.

VII. THIRD PARTY AGREEMENTS BY FOUNDATION

The Foundation shall not enter into any contract that would obligate designated District services, facilities or equipment without the prior written approval of the District President/Superintendent or his/her designee.

VIII. REAL PROPERTY

The Foundation shall not enter into any transaction concerning real property without prior written approval of the District President/Superintendent or his/her designee.

Approved by the Foundation Board
March 12, 2009

FACULTY HOURLY - HEALTH OCCUPATIONS

New Hires

Name		Discipline	Salary Placement	Rate
Chang	Betty	Clinical Nursing	A1	48.83

FACULTY HOURLY - HUMANITIES/SOCIAL SCIENCES

New Hires

Name		Discipline	Salary Placement	Rate
Pacas	Edgar	History	A1	48.83

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

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

Brooks, Jack	Gardener/Groundskeeper	\$9.99/hr	2/09/09
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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

Brooks, Jack	Gardener/Groundskeeper	\$9.99/hr	2/09/09
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SENATE COMMITTEE ON STUDENT LEARNING OUTCOMES

A. Purposes

- Oversees the SLO strategy for Cerritos College
- Provides support to all individuals and programs on campus that need help with developing and assessing SLOs
- Suggests College-level resources to support SLOs
- Coordinates with other groups doing SLO work, including the Instructional Program Review Committee, Curriculum Committee, and the Office of Research and Planning
- Oversees SLO assessments for the AA/GE program, career and technical education program, transfer program, developmental education program, and institution
- Monitors trends and practices on issues within the committee's scope and communicates them to the college

B. Subcommittees

None

C. Chairperson (how selected/elected)

1. A faculty member elected by the voting members of the Committee for a two-year term. The term shall commence on July 1 and end on June 30.
2. It is the responsibility of the Chairperson to prepare and distribute the agenda, conduct meetings, forward recommendations to the Faculty Senate and then to the College Coordinating Committee, and maintain the Committee website.

D. Other Officers (if any)

None

E. Membership (24 members)

One faculty member appointed by each of the following instructional areas and confirmed by the Faculty Senate:

Business Education
Counseling
Fine Arts & Communications
Health Occupations
Humanities/Social Sciences
Liberal Arts
Library & Learning Resource Center
Health, Physical Education & Athletics
Science, Engineering & Mathematics
Student Services
Technology

CONSTITUTION AND BY-LAWS

ASSOCIATION OF CERRITOS COLLEGE MANAGEMENT EMPLOYEES

Revised and Approved: February 2, 2009

ARTICLE I: NAME

This association will be called the Association of Cerritos College Management Employees (ACCME).

ARTICLE II: PURPOSES

The purposes of the organization will be to promote and develop a cohesive management unit at Cerritos College; to make recommendations to the President/Superintendent for submission to the Board of Trustees on matters pertaining to the economic welfare, interests, and benefits of the management of Cerritos College; to serve in an advisory capacity to the President/Superintendent regarding the campus environment; to represent management employees in matters of compensation through meet and confer; to promote the general welfare and inter-relationships of management through professional and social activities; to continually improve the ability of ACCME to provide leadership and services to represent and respond to the changing needs of the ACCME membership; in accordance with BP2510 and AP 2510, to participate in shared governance decision-making with major college constituencies; to fulfill the responsibility of appointing management representatives to shared governance committees, college committees concerned with broad policy and planning matters, and management hiring committees.

ARTICLE III: MEMBERSHIP

Membership is open to all Cerritos College personnel who have been designated by the Board of Trustees as management, except contract employees.

ARTICLE IV: MEETINGS

Section 1 Number of Meetings

This organization will hold at least one regular meeting each month from September to June.

Section 2 Meeting Notices

Regular ACCME meetings will occur on the first Monday of the month but can be changed by a vote or call of the ACCME President notified by email to the membership, 72 hours in advance. Notice of all regular and special meetings will be mailed to the membership by the ACCME President or Secretary.

Section 3 Order of Business

The rules contained in "Robert's Rules of Order; Newly Revised" will govern meetings of the organization, committees, Executive Council, in all cases when such rules are applicable and when they are not otherwise inconsistent with any applicable statute of this Constitution and By-Laws.

Section 4 Participation

Individuals should recuse themselves as appropriate when a conflict of interest occurs.

ARTICLE V: ELECTED OFFICERS. EXECUTIVE COUNCIL AND DUTIES

Section 1 Elected Officers

The elected officers of this organization will be a President, a Vice President, a Secretary, and a Treasurer. The officers will be elected by the general membership at the May regular meeting.

Section 2 Executive Council

The Executive Council will consist of the elected officers of the organization and the immediate Past President and is the official representative body of ACCME.

The Executive Council will plan the meetings of the organization and will recommend the general policies to be observed by the organization. Any member may propose any policy or particular matter by a motion thereon at the regular meetings of the organization.

Section 3 Election

The Past President will chair the Nominating Committee. Two members in good standing will be appointed by the President to the Nominating Committee. It will be the duty of this committee to present a slate of candidates to be placed in nomination at the last regular meeting of the school year. Additional nominations will be made from the floor. All members in good standing will be given the opportunity to vote.

Section 4 Duties

The duties of the elected officers will be set forth in the By-Laws. The President will be chairperson of the Executive Council and will preside over general meetings of the organization.

ARTICLE VI: AMENDMENTS

This constitution may be amended by a two-thirds vote of members voting, after the proposed amendments have been read at a regular meeting. Proposed changes will be submitted to the membership at least one week before the first regularly scheduled meeting at which proposed amendments are to be read.

BY LAWS

ARTICLE I: DUTIES OF OFFICERS

Section 1 President

The President will serve as an ex-officio member of all ACCME committees. With the concurrence of the Executive Council, the President will make all appointments and create a process to fill all interim committee or executive council vacancies. The President will serve as chairperson of all regular and special meetings of the organization, including those for the Executive Council, and is duly responsible to call such meetings. The President will authorize payment of all bills of expense incurred by the organization. In the absence of the President, all duties will automatically be delegated to the Vice President.

The President is authorized as the ACCME contact person with regard to filling requests for representatives to management hiring committees and representation on other committees. The President will solicit interested members for such appointments and recommendations from ACCME either through email or regular meeting ballots when more than one ACCME member is interested in serving.

Section 2 Vice President

The Vice President will serve as Parliamentarian and Program Chairperson of the organization. In the event of the absence of the President, the Vice President will assume the duties and responsibilities of that office.

Section 3 Secretary

The Secretary will keep notes on meetings and make them available as needed. The Secretary will act as historian and officially update the Constitution and By-Laws as needed.

Section 4 Treasurer

The Treasurer will have responsibility for the books of account of the organization. The Treasurer will collect dues and deposit all negotiable assets in the proper Account, if dues are collected. All checks are to be co-signed by the President and the Treasurer. The Treasurer will, annually and/or on demand, present the books of account to the Executive Council.

ARTICLE II: STANDING COMMITTEES

Section 1 Executive Council

The Executive Council will be composed of the four officers and the immediate Past President.

Section 2 Ad Hoc Committee

Ad Hoc Committees will be appointed by the Executive Council and will serve until the special assignments are completed.

ARTICLE III: MEMBERSHIP DUES

If there are membership dues, they will be established by a majority vote at the first regular meeting of each school year; the membership year shall be from September 1 through August 31. A member will be considered in good standing if his/her dues are paid for the current year. Members will be considered delinquent if dues are not paid before November 1. Dues for management employees eligible for membership after September 1 will be pro-rated.

ARTICLE IV: VOTING ELIGIBILITY

Only members in good standing may exercise the privilege of voting. Delinquent members will lose voting privileges. The Secretary will keep a current list of members in good standing. The Executive Council will establish voting procedures, including provision for absentee ballots.

ARTICLE V: MEET AND CONFER PROCESS

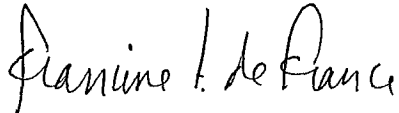
ACCME representatives will meet with the College President regarding all compensation issues.

ARTICLE VI: AMENDMENTS

These By-Laws may be amended at any regular meeting by a two-thirds vote of the members voting.

Ratified on: February 2, 2009

Submitted by:

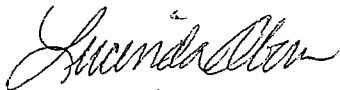


Francine L. DeFrance, President of ACCME

Date: February 2, 2009

ACCME Board Members:

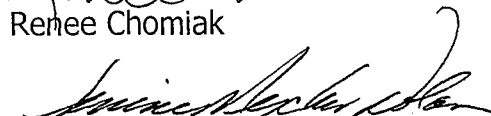
Date: February 2, 2009




Lucinda Aborn



Renee Chomiak



Jenine Nolan



Lola Rizkallah

CERRITOS COMMUNITY COLLEGE DISTRICT
MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
APRIL 15, 2009

- I. CALL TO ORDER The meeting was called to order at 6:00 p.m. by Dr. Bob Hughlett, the Board Vice President. Those present were Mr. Bob Arthur, Ms. Carmen Avalos, Dr. Tina Cho, Dr. Ted Edmiston, Dr. Bob Hughlett, Mr. Tom Jackson and Mr. Jason Macias, Student Trustee. Mr. Bob Epple 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 Tiffany La Shawn Woolfolk, Cerritos College student.
- III. APPROVAL OF MINUTES A. It was moved by Mr. Jackson and seconded by Dr. Edmiston to approve the minutes of April 1, 2009. The vote for approval was unanimous.
- IV. INSTITUTIONAL PRESENTATIONS A. Mr. Farmer presented Jeanne Harmon with the Outstanding Classified Employee Award for the month of March 2009.
- Classified Employee of the Month
- Women's History Month Essay B. Diane Keenan introduced Dorin Dorin, Kristina Hale and Alanis Zia. These students were winners of the Women's History Month essay contest. On behalf of the Board, Dr. Hughlett congratulated the Winners
- Winners
- Budget Update C. Dr. Albanese had no items to report.
- V. PUBLIC PRESENTATIONS There were no public presentations.
- VI. CONSENT AGENDA It was moved by Mr. Jackson and seconded by Mr. Arthur to approve the consent agenda and addendum. Mr. Jackson asked that Item VI.D be held for separate consideration. The vote for approval was unanimous.
- A. Accepted gifts with letters of thanks to the following:
- 1 pallet of solid wood veneer, various species
- Donated by:* Certainly Wood
- 13000 Route 78
- East Aurora, NY 14052
- B. Approved Textbook Adoptions for Summer 2009, as attached.
- C. Approved the Purchase of eLumen Assessment Software License, as attached.

- D. It was moved by Mr. Jackson and seconded by Dr. Edmiston to approve Item VI. D:

Resolution No. 09-05 of the Board of Trustees of the Cerritos Community College District, Los Angeles County, California, Authorizing the Issuance of Cerritos Community College District (Los Angeles County, California) General Obligation Bonds, Election of 2004, Series 2009C, as attached

Mr. David Casnocha of Stradling Yocca Carlson & Rauth stated that this resolution for the third issuance of bonds is similar to the resolutions in the past. He indicated that changes in the law require changes to Section 6 of the resolution, which now discloses the determination and basis of such determination of how the bonds should be sold. He added that Section 6 also discloses an estimate of the total cost of the issuance of these bonds. Mr. Casnocha added that Section 9 now discloses the consultants who will be serving the district in connection with the issuance of bonds. Mr. Ryan Vollmer of RBC Capital Markets stated that while the overall market has been tumultuous, the bond market has remained somewhat steady, especially for high-rated community college districts such as Cerritos College. He indicated that there should be good reception for the sale of the bonds. He added that the size of this bond issuance was determined by many variables, including the assessment of college needs in the coming three years. The vote for approval was unanimous.

- E. Approved New/Amended Contracts under \$25,000 for the Quarter Ending March 31, 2009:

New Contracts	20	\$4,338.50
Amended/Renewal	8	\$3,826.35

- F. Approved General Fund, Special Reserve Funds, Restricted Funds, Financial Aid Fund, and Payroll Clearance Fund Warrants for the Quarter Ending March 31, 2009:

Payroll "A" Warrants	7,552	\$18,990,152.95
Other "B" Warrants	11,187	\$16,424,094.29

- G. Approved Budget Extensions and Budget Transfers, as attached.

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

Henry, Fred G., Assistant Professor (Welding Department), effective May 22, 2009

Romero, Lucia, Secretary Clerk (Physical Education/Athletics), effective April 10, 2009

Added by addendum:

Torres, Christopher, Campus Police Dispatcher Clerk 40% (Campus Police Department), effective April 13, 2009

- I. Approved Continuation of Employment of Temporary Full-Time Faculty Employee 100% Funded under Categorically Funded

Programs Pursuant to the Provisions of Education Code Section 87470:

Herrera, Veronica, Counselor (Counseling Division), @ C-3 (\$66,787.20/annual), effective July 1, 2009, for a period not to exceed June 30, 2010, with continued employment contingent on continued funding of this position under the Basic Skills-ESL Immigration Education Appropriation

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

K. Approved Employment of 2009 Summer Session Faculty Personnel, as attached.

L. Approved and/or Ratified Requests for Unpaid Leaves of Absence, as follows:

Heapy, Suzanne, Secretary Clerk (CITE), effective May 1, 2009 through October 31, 2009

M. 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 March 23, 2009.

VIII. REPORTS

A. Board of Trustees

Mr. Macias indicated that five students are running for the position of Student Trustee this year and added that elections are taking place next week.

B. Faculty and Staff Leadership

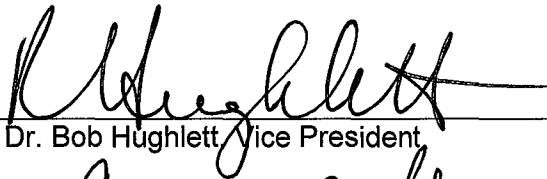
Dr. Reece stated that the Outstanding Faculty Awards Ceremony will take place on Thursday, April 23 at 11:00 a.m. He indicated that Faculty Senate has adopted the Student Learning Outcomes Rollout Schedule for course SLOs by a unanimous vote. He added that the task force for the student success plan has been meeting on a weekly basis.

Ms. Laughon congratulated Ms. Harmon and added that the Outstanding Classified Employee Selection Committee is doing great work. She concluded by thanking Tim Kyllingstad for attending several Board meetings in her absence.

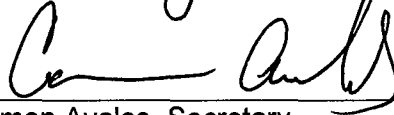
C. Acting President/Superintendent and Vice Presidents

Mr. Farmer shared that the college was funded for a second year of the CTE Teacher Preparation Pipeline grant. He stated that the college is one of eight colleges who received the grant in California. Mr. Farmer stated that the accreditation visiting team will be on campus for a follow-up visit on Wednesday, April 29. He indicated that staff will work with the Board to determine which Board members are available to meet with the team. He added that a campus forum will held at 11:00 a.m. that day for anyone who wishes to make comments on the college's progress in addressing recommendations 2, 3, 6, and 8.

- IX. CLOSED SESSION The Board adjourned to closed session at 6:28 p.m.
- X. RECONVENE The Board reconvened at 7:00 p.m.
- Read Out Mr. Arthur reported that in closed session the Board of Trustees took action to 1.) Accept the opinion and award of the arbitrator for resolution of a grievance by a probationary faculty employee, 2.) Approve the withdrawal of the previous notice of non-renewal of employment of this probationary faculty employee, and 3.) Provide this faculty employee with one additional year of probationary employment for the 2009-2010 academic year. The vote for approval was unanimous.
- XI. ADJOURNMENT The meeting was adjourned at 7:01 p.m.
- XII. NEXT REGULAR MEETING The next regular meeting of the Board of Trustees is scheduled for Wednesday, May 6, 2009 at 6:00 p.m.



Dr. Bob Hughlett, Vice President



Carmen Avalos, Secretary

**CERRITOS COLLEGE
TEXT ADOPTION REQUESTS FOR SUMMER 2009**

COURSE NAME	COURSE NUMBER	TITLE OF TEXT	PRICE	PUBLISHER	EDITION	*	PRIOR TEXT ADOPTED
QuickBooks Accounting	ACCT 60	Computerized Accounting With QuickBooks Pro 2007	\$115.75	EMCPA	Latest	N	New
Introduction to Accounting	ACCT 100	College Accounting: A Contemporary Approach	\$75.00	McGraw Hill	1 st	N	New
Fundamentals of Accounting I	ACCT 101	Financial & Managerial Accounting	\$172.50	Cengage	9 th	N	New
Fundamentals of Accounting I	ACCT 102	Financial & Managerial Accounting	\$172.50	Cengage	9 th	N	New
Payroll Tax Accounting	ACCT 130	Payroll Accounting	\$151.00	Cengage	Latest	N	New
Spreadsheet Accounting	ACCT 133	Excel Quick and Excel Applications for Accounting	\$89.75	Cengage	Latest	N	New
Advanced Payroll Accounting	ACCT 230	Payroll Records & Procedures	\$111.00	McGraw-Hill	5 th	N	New
Income Tax Accounting	ACCT 250	Income Tax Fund (2008 edition)	\$148.25	ITP	Latest	N	New
Fundamentals of Auditing	ACCT 270	Principles of Auditing & Other Assurance Services	\$201.50	Educational Text	16 th	N	New
Business On The Internet	BA 62	How To Use The Internet To Advertise, Promote & Market	\$24.95	ATLPU	New	N	New
Fundamentals of Business	BA 100	Contemporary Business: 2009 UPD	\$134.75	Wiley	12 th	N	New
Personnel-Policy And Procedures	BA 105	Human Resource Development	\$166.50	ITP	5 th	N	New
Advertising	BA 110	Advertising, Promotion Etc.	\$211.50	ITP	7 th	N	New
Legal Environment of Business	BA 113	Legal Environment of Business	\$220.00	Cengage	7 th	N	New
Marketing	BA 114	Contemporary Marketing	\$144.00	ITP	Latest	N	New
Sales	BA 121	ABC's of Relationship Selling	\$139.25	McGraw Hill	10 th	N	New
Fundamentals of Retailing	BA 123	Retailing Management	\$179.00	McGraw-Hill	7 th	N	New
Computer Applications For Managers	BA 132	Microsoft Office 2007: First Course Windows Vista Ed	\$118.25	Course Technology	Latest	N	New

8/1/09

VI/B
COURTNEY

Fundamentals of Importing and Exporting	BA 152	Building An Import/Export Business	\$19.95	Wiley	4 th	N	New
Small Business Manager	BA 153	Small Business Management	\$182.50	ITP	14 th	N	New
Keyboarding Speed/Control Building	BCOT 63	Keychamp	\$84.75	ITP	Latest	N	New
Microsoft OneNote	BCOT 95	Microsoft Office OneNote 2003: Intro Concepts & Technology	\$34.25	Cengage	Latest	N	New
Microsoft Outlook	BCOT 97	"Go! With Microsoft Outlook 2007 Comprehensive"	\$73.25	Prentice Hall	1 st	N	New
Microsoft Access for Office Technology	BCOT 118	Microsoft Access 2007	\$44.00	EMC Paradigm	Latest	N	New
Virtual Office	BCOT 119	Virtual Office Survival Handbook	\$84.75	Wiley & Sons	Latest	N	New
Administrative Secretarial Procedures	BCOT 155	Procedures & Theory For Administrators	\$108.50	Cengage	6 th	N	New
Personal Finances	FIN 125	Focus on Personal Finances	\$118.25	McGraw Hill	2 nd	N	New
Introduction To Stock Market & Investments	FIN 126	What You Need To Know Before You Invest	\$14.99	Barron's	Latest	N	New
Introduction To Insurance	INSR 101	Orientation To Property & Casualty Insurance	\$36.75	INEDA	Latest	N	New
Real Estate Pre-License	RE 51	Final Exams Preparation for California Real Estate	\$25.00	Felde	Latest	N	New
Real Estate Pre-License	RE 51	How To Pass The California Real Estate Exam	\$56.00	Educational Text	6 th	N	New
Advanced Real Estate Appraisal	RE 53	Residential Real Estate Appraisal Advanced	\$63.00	Educational Textbooks	1 st	N	New
Real Estate Finance	RE 120	Financing Residential Real Estate	\$39.95	Rockwell Publishing Company	14 th	N	New
Introduction To Real Estate Appraisal	RE 131	Real Estate Appraisal Principles & Procedures	\$63.00	Educational Text	3rd	R	Revised

Real Estate Property Management	RE 140	Property Management In California	\$33.50	JD Seminars & Publications	11 th	N	New
System Analysis & Design	CIS 201	Introduction To Systems Analysis And Design	\$101.25	McGraw-Hill	1 st	N	New
Microsoft Project	CIS 202B	New Perspectives on Microsoft Project 2007, Introductory	\$76.99	Course Technology, Cengage	1 st	N	New
World Religions	Phil 200	Basic Teachings of the Buddha	\$14.95	Modern Library	1 st	N	New
World Religions	Phil 200	Philosophy of Religion	\$14.95	One World	1 st	N	New
World Religions	Phil 200	Jesus and Empire	\$18.00	Fortress	1 st	N	New
Philosophy of Cultural Diversity: Challenge and Change	Phil 104	Moral Relativism: Big Ideas/Small Books	\$26.20	Picador	1 st	N	New
Philosophy of Cultural Diversity: Challenge & Change	Phil 104	The Life You Can Save	\$22.00	Random House	1 st	N	New
Intro To Autocad For Arch	Arch 123	Introduction To Autocad 2009: A Modern Perspective	\$74.16	Pearson Prentice Hall	1 st	N	New
Catia I	ENGT 265	Catia V5R19 For Designers	\$65.00	CADCM	Latest	R	Revised
American History and Constitution	History 101	A People's History of the United States: 1492-Present (Perennial Classics)	\$20.00	Harper Perennial	Latest	N	New
American History and Constitution	History 101	Voices of A People's History of the United States	\$21.00	Seven Stories Press	Latest	N	New

*: N = New

R = Replacement

Presented to the Board of Trustees on 04/15/2009

000180

CERRITOS COLLEGE

TO: Board of Trustees

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

REVIEWED BY: ^{*MB*} Dr. Marilyn Brock, Interim Vice President of Academic Affairs

PREPARED BY: Dr. Jan Connal, SLO Coordinator

DATE: April 15, 2009

SUBJECT: Consideration of Approval of Purchase of eLumen Assessment Software License

RECOMMENDATION

It is recommended that the Board of Trustees approve the purchase of the eLumen Assessment software license.

OVERVIEW

By 2012 all community colleges accredited by the Accrediting Commission for Community and Junior Colleges must have achieved the required level of proficiency in the implementation of Student Learning Outcomes (SLOs) for courses, programs, certificates and degrees.

ANALYSIS

Cerritos College began developing and implementing its Student Learning Outcomes Assessment Cycle (SLOAC) in 2005. The Commission has recommended (Recommendation 4 included in the Summary of Evaluation Report, March 2008) that the college not only assess student achievement of the course-level SLOs, but also identify and assess SLOs for programs, certificates, and degrees. The Developmental Education Plan calls for a technology-supported system to fully implement the Developmental Education program's SLO assessment activities. An Ad Hoc Taskforce reviewed a variety of technology-supported Assessment Management Systems and identified eLumen as the system best suited for implementation at Cerritos College.

FINANCIAL IMPLICATIONS

The installation, upgrades, training and licensing fees for eLumen for the first three years amounts to \$40,000, with the cost covered by BS/ESL categorical funds.

**CERRITOS COMMUNITY COLLEGE DISTRICT
RESOLUTION NO. 09-05**

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE CERRITOS COMMUNITY COLLEGE DISTRICT, LOS ANGELES COUNTY, CALIFORNIA, AUTHORIZING THE ISSUANCE OF CERRITOS COMMUNITY COLLEGE DISTRICT (LOS ANGELES COUNTY, CALIFORNIA) GENERAL OBLIGATION BONDS, ELECTION OF 2004, SERIES 2009C

WHEREAS, a duly called special municipal election was held in the Cerritos Community College District (the "District"), Los Angeles County (the "County"), State of California, on March 2, 2004 (the "Election") and thereafter canvassed pursuant to law;

WHEREAS, at such election there was submitted to and approved by the requisite fifty-five percent vote of the qualified electors of the District a question as to the issuance and sale of general obligation bonds of the District for various purposes set forth in the ballot submitted to the voters, in the maximum amount of \$210,000,000, payable from the levy of an ad valorem tax against the taxable property in the District (the "Authorization");

WHEREAS, on July 14, 2004, the Board of Supervisors of Los Angeles County (the "County") issued in the name of the District \$37,325,000 aggregate principal amount of a first series of bonds under the Authorization styled as the "Cerritos Community College District (Los Angeles County, California) General Obligation Bonds, Election of 2004, Series 2004A" (the "Series A Bonds");

WHEREAS, on September 21, 2006, the County issued in the name of the District \$34,845,000 aggregate principal amount of a second series of bonds under the Authorization styled as the "Cerritos Community College District (Los Angeles County, California) General Obligation Bonds, Election of 2004, Series 2006B" (the "Series B Bonds");

WHEREAS, at this time the District has determined that it is necessary and desirable to request the County to issue a third series of bonds under the Authorization in an aggregate principal amount of not-to-exceed \$55,000,000, to be styled as "Cerritos Community College District (Los Angeles County, California) General Obligation Bonds, Election of 2004, Series 2009C" (the "Bonds") on behalf of the District;

WHEREAS, the County Board shall issue the Bonds on behalf of the District pursuant to Chapter 1.5 of Part 10 of Division 1 of Title 1 (commencing with Section 15264 *et seq.*) of the California Education Code (the "Act");

WHEREAS, the Board desires to appoint certain professionals to provide services related to the issuance of the Bonds; and

WHEREAS, all acts, conditions and things required by law to be done or performed have been done and performed in strict conformity with the laws authorizing the issuance of general obligation bonds of the District, and the indebtedness of the District, including this proposed issue of Bonds, is within all limits prescribed by law;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE CERRITOS COMMUNITY COLLEGE DISTRICT AS FOLLOWS:

SECTION 1. Authorization and Purpose. To raise money for the purposes authorized by voters of the District at the Election, and to pay all necessary legal, financial and contingent costs in connection with issuing the Bonds, this Board hereby petitions the County Board to authorize the issuance of the Bonds pursuant to the Act and to order such Bonds sold at a negotiated sale such that the Bonds shall be dated as of a date to be determined by the County Board, shall bear interest at a rate not to exceed that authorized at the Election, and shall be payable upon such terms and provisions as shall be set forth in the Bonds.

SECTION 2. Paying Agent. This Board does hereby authorize the appointment of the Treasurer and Tax Collector of the County as the authenticating agent, bond registrar, transfer agent and paying agent (collectively, the "Paying Agent"). The Treasurer is authorized to contract with any third party to perform the services of the Paying Agent. The District acknowledges that ongoing expenses and fees of the Paying Agent and all other fees and costs incurred in connection with the Bonds will be paid by the District.

SECTION 3. Tax Covenants. The District hereby covenants with the holders of the Bonds that, notwithstanding any other provisions of this Resolution, it will (1) comply with all of the provisions of the resolution of the Board of Supervisors of the County authorizing the issuance of the Bonds relating to the Rebate Fund (as defined therein) and perform all acts necessary to be performed by the District in connection therewith, and (2) make no use of the proceeds of the Bonds or of any other amounts, regardless of the source, or of any property or take any action, or refrain from taking any action, that would cause the Bonds to be "arbitrage bonds" within the meaning of Section 148 of the Internal Revenue Code of 1986, as amended (the "Code").

The District will not make any use of the proceeds of the Bonds or any other funds of the District, or take or omit to take any other action, that would cause the Bonds to be "private activity bonds" within the meaning of Section 141 of the Code or "federally guaranteed" within the meaning of Section 149(b) of the Code. To that end, so long as any Bonds are unpaid, the District, with respect to such proceeds and such other funds, will comply with all requirements of such Sections and all regulations of the United States Department of the Treasury issued thereunder and under Section 103 of the Code, as amended, to the extent such requirements are, at the time, applicable and in effect.

The District will not use or permit the use of its facilities or any portion thereof by any person other than a governmental unit as such term is used in Section 141 of the Code, in such manner or to such extent as would result in the loss of exclusion from gross income for federal income tax purposes of the interest paid on the Bonds. In furtherance of the foregoing tax covenants of this Section 3, the District covenants that it will comply with the instructions and requirements of the Tax Certificate to be executed and delivered by the District on the date of issuance of the Bonds, which is incorporated herein as if fully set forth herein. These covenants shall survive the payment in full or defeasance of the Bonds.

SECTION 4. Legislative Determinations. This Board determines that all acts and conditions necessary to be performed by the Board or to have been met precedent to and in the issuing of the Bonds in order to make them legal, valid and binding general obligations of the District have been performed and have been met, or will at the time of delivery of the Bonds have been performed and

have been met, in regular and due form as required by law; and that no statutory or constitutional limitation of indebtedness or taxation will have been exceeded in the issuance of the Bonds.

SECTION 5. Official Statement. The Board approves the preparation of a Preliminary Official Statement (the "Preliminary Official Statement") and an Official Statement (the "Official Statement") relating to the Bonds. The President/Superintendent, the Vice President, Business Services of the District, or a designated deputy thereof (each, an "Authorized Officer"), each alone, are hereby authorized and directed, for and in the name and on behalf of the District, to deliver such Preliminary Official Statement to RBC Capital Markets Corporation (the "Underwriter") to be used in connection with the offering and sale of the Bonds. The Authorized Officers, each alone, are hereby authorized and directed, for and in the name and on behalf of the District, to deem the Preliminary Official Statement "final" pursuant to 15c2-12 of the Securities Exchange Act of 1934, prior to its distribution and to execute and deliver to the Underwriter a final Official Statement, substantially in the form of the Preliminary Official Statement, with such changes therein, deletions therefrom and modifications thereto as the Authorized Officer executing the same shall approve. The Underwriter is hereby authorized to distribute copies of the Preliminary Official Statement to persons who may be interested in the purchase of the Bonds and is directed to deliver copies of any final Official Statement to the purchasers of the Bonds. Execution of the Official Statement shall conclusively evidence the District's approval of the Official Statement.

SECTION 6. Purchase Contract. The form of the Contract of Purchase (the "Purchase Contract") on file with the Clerk is hereby approved. Pursuant to Education Code Section 15146(b), the Board hereby approves the sale of the Bonds at a negotiated sale, which is determined to provide more flexibility in the timing of the sale, an ability to implement the sale in a shorter time period, an increased ability to structure the Bonds to fit the needs of particular purchasers, and a greater opportunity for the Underwriter to pre-market the Bonds to potential purchasers prior to the sale, all of which will contribute to the District's goal of achieving the lowest overall cost of funds. The Board estimates that the costs associated with the issuance of the Bonds, including compensation to the Underwriter and any such costs which the Underwriter agrees to pay pursuant to the Purchase Contract, will equal approximately 2.00% of the principal amount of the Bonds. In connection with the negotiated sale of the Bonds, the Board authorizes the Authorized Officers, each alone, on behalf of the District, to execute and deliver to the Underwriter a Purchase Contract for the Bonds with such terms and conditions as may be acceptable to such Authorized Officer; provided, however, that the true interest cost of the Bonds shall not exceed that authorized at the Election, the underwriting discount (excluding original issue discount) shall not exceed 0.50% of the aggregate principal amount of the Bonds, plus out-of-pocket expenses, and the aggregate principal amount of the Bonds shall not exceed \$55,000,000.

SECTION 7. Continuing Disclosure. The preparation of a Continuing Disclosure Certificate of the District (the "Continuing Disclosure Certificate") is hereby approved. The District hereby covenants and agrees that it will comply with and carry out all of the provisions of the Continuing Disclosure Certificate executed by the District and dated the date of issuance and delivery of the Bonds, as originally executed and as it may be amended from time to time in accordance with the terms thereof. Any bondholder may take such actions as may be necessary and appropriate, including seeking mandate or specific performance by court order, to cause the District to comply with its obligations under this Section. Noncompliance with this Section shall not result in the acceleration of the Bonds.

SECTION 8. Authorized Actions. Officers of the Board and District officials and staff are hereby authorized and directed, jointly and severally, to do any and all things and to execute and deliver any and all documents which they may deem necessary or advisable in order to proceed with the issuance of the Bonds and otherwise carry out, give effect to and comply with the terms and intent of this Resolution. Such actions heretofore taken by such officers, officials and staff are hereby ratified, confirmed and approved.

SECTION 9. Professional Services. The District hereby appoints Stradling Yocca Carlson & Rauth, a Professional Corporation, San Francisco, California as Bond Counsel in connection with the issuance of the Bonds. The District also appoints RBC Capital Markets Corporation, Los Angeles, California as Underwriter in connection with the issuance of the Bonds.

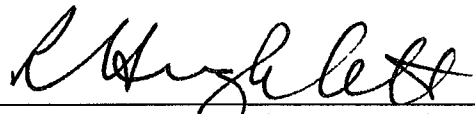
SECTION 10. Recitals. All the recitals in this Resolution above are true and correct and this Board so finds, determines and represents.

SECTION 11. Effective Date. This Resolution shall take effect immediately upon its passage.

PASSED AND ADOPTED this 15th day of April, 2009, by the following vote:

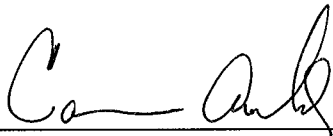
AYES:	6
NOES:	0
ABSENT:	1
ABSTENTIONS:	0

**BOARD OF TRUSTEES OF THE CERRITOS
COMMUNITY COLLEGE DISTRICT**



Vice President, Board of Trustees
Cerritos Community College District

Attest:



Clerk, Board of Trustees
Cerritos Community College District

CLERK'S CERTIFICATE

I, Carmen Avalos, Clerk of the Board of Trustees of the Cerritos Community College District, hereby certify as follows:

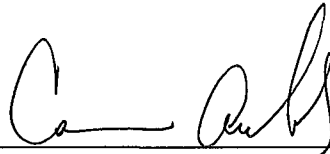
The foregoing is a full, true and correct copy of a resolution duly adopted at a regular meeting of the Board of said District duly and regularly and legally held at the regular meeting place thereof on April 15, 2009, of which meeting all of the members of the Board of said District had due notice and at which a quorum was present.

An Agenda of said meeting was posted at least 72 hours before said meeting at 1110 Alondra Blvd., Norwalk, CA 90650, a location freely accessible to members of the public, and a brief general description of said resolution appeared on said agenda. A copy of said agenda is attached hereto.

I have carefully compared the same with the original minutes of said meeting on file and of record in my office and the foregoing is a full, true and correct copy of the original resolution adopted at said meeting and entered in said minutes.

Said resolution has not been amended, modified or rescinded since the date of its adoption, and the same is now in full force and effect.

Dated: April 15, 2009



Clerk, Board of Trustees
Cerritos Community College District

BUDGET TRANSFERS FOR APRIL 15, 2009

01.0 FUND-GENERAL FUND-UNRESTRICTED

FROM

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	(3,283)
CAPITAL OUTLAY	\$	
CONTINGENCY	\$	

TOTAL

\$	(3,283)
----	----------------

TO

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	280
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	3,003
OTHER CONTRACT EXPENSES AND SERVICES	\$	
CAPITAL OUTLAY	\$	
OTHER OUTGO	\$	

TOTAL

\$	3,283
----	--------------

Transfers: Between object codes

Self Balancing: No effect on ending balance

Number of Transfer Requests: Three (3)

Divisions/Departments/Programs:

Humanities & Social Science; Science, Engineering, and Math; Student Services

BUDGET TRANSFERS FOR APRIL 15, 2009

01.3 FUND-GENERAL FUND-RESTRICTED

FROM

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	(165,970)
OTHER CONTRACT EXPENSES AND SERVICES	\$	
CAPITAL OUTLAY	\$	
OTHER OUTGO	\$	

TOTAL

\$ (165,970)

TO

ACADEMIC SALARIES	\$	78,936
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	42,010
EMPLOYEE BENEFITS	\$	13,552
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	19,419
CAPITAL OUTLAY	\$	2,053
OTHER OUTGO	\$	10,000

TOTAL

\$ 165,970

Transfers: Between object codes

Self Balancing: No effect on ending balance

Number of Transfer Requests: Two (2)

Divisions/Departments/Programs:

Registered Nurse Capacity Building Program

BUDGET TRANSFERS FOR APRIL 15, 2009

39.1 FUND-SPECIAL REVENUE FUND-AVALON OF CERRITOS

FROM

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	(28,000)
CAPITAL OUTLAY	\$	
		<hr/>
TOTAL	\$	(28,000)
		<hr/> <hr/>

TO

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	
CAPITAL OUTLAY	\$	28,000
OTHER OUTGO	\$	
		<hr/>
TOTAL	\$	28,000
		<hr/> <hr/>

Transfers: Between object codes

Self Balancing: No effect on ending balance

Number of Transfer Requests: One (1)

Divisions/Departments/Programs:
Sakai-rSmart

000189

BUDGET TRANSFERS FOR APRIL 15, 2009

41.0 FUND-CAPITAL OUTLAY PROJECTS FUND

FROM

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	
CAPITAL OUTLAY	\$	
OTHER OUTGO	\$	(98,550)

TOTAL

\$	(98,550)
----	-----------------

TO

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	
CAPITAL OUTLAY	\$	98,550
OTHER OUTGO	\$	

TOTAL

\$	98,550
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Transfers: Between object codes

Self Balancing: No effect on ending balance

Number of Transfer Requests: One (1)

Divisions/Departments/Programs:

District, Capital Outlay

000190

BUDGET TRANSFERS FOR APRIL 15, 2009

42.0 FUND-REVENUE BOND CONSTRUCTION FUND

FROM

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	
CAPITAL OUTLAY	\$	(1,500,000)

TOTAL

\$	(1,500,000)
----	--------------------

TO

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	1,500,000
CAPITAL OUTLAY	\$	

TOTAL

\$	1,500,000
----	------------------

Transfers: Between object codes

Self Balancing: No effect on ending balance

Number of Transfer Requests: One (1)

Divisions/Departments/Programs:
Construction Mgmt 2

BUDGET TRANSFERS FOR APRIL 15, 2009

01.0 FUND-CONTINGENCY TRANSFERS

FROM

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	
CAPITAL OUTLAY	\$	
CONTINGENCY	\$	(98,550)
		<hr/>

TOTAL

	\$	(98,550)
		<hr/> <hr/>

TO

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	
CAPITAL OUTLAY	\$	
CONTINGENCY	\$	
OTHER OUTGO	\$	98,550
		<hr/>

TOTAL

	\$	98,550
		<hr/> <hr/>

Transfers: To transfers funds from contingency to record One Time Scheduled Maintenance District Match

Number of Transfer Requests: One (1)

Divisions/Departments/Programs:
Business Services

APPROPRIATION TRANSFER ANALYSIS FOR APRIL 15, 2009

Revenue:

00000.0-00000-70780-8190-0000000 (01.3 Fund)	\$	122,633
Fed-General Child Care & Development Program		
To allocate income for salaries and associated fringe benefits; supplies; travel and conference; rent & lease; contracted services; equipment		
00000.0-00000-74500-8629-0000000 (01.3 Fund)		16,644
State-Faculty & Staff Diversity		
To set up 08-09 apportionment of Faculty & Staff Diversity		
00000.0-00000-75260-8620-0000000 (01.3 Fund)		(357,608)
State-Teacher Prep Pipeline CTE		
Remove line item for Teacher Prep Pipeline. The program ended in 6/30/2008		
00000.0-00000-71200-8622-0000000 (01.3 Fund)		7,196
State-EOPS		
To allocate income for Payments to or for Students (student Aid)		
00000.0-00000-72800-8629-0000000 (01.3 Fund)		2,369
State-Cooperative Agency Resources Education		
To allocate income for Payments to or for Students (student Aid)		
00000.0-00000-72600-8625-0000000 (01.3 Fund)		74,303
State-CalWORKS		
To allocate income for salaries and fringe benefits; contracted services		
00000.0-00000-72610-8830-0000000 (01.3 Fund)		102,175
Local-Los Angeles County Dept. Social Services		
To allocate income for salaries and fringe benefits; contracted services; Administrative Allowance		
00000.0-00000-72610-8890-0000000 (01.3 Fund)		(114,436)
Local-Los Angeles County Dept. Social Services		
Budget adjustments to match 08/09 allocation		
		000193

APPROPRIATION TRANSFER ANALYSIS FOR APRIL 15, 2009

Revenue:

00000.0-00000-75370-8620-0000000 (01.3 Fund)	\$	(94,118)
State-CTE Equip for Allied Health		
Budget adjustments to match 08/09 allocation		
00000.0-00000-75720-8140-0000000 (01.3 Fund)		6,839
Fed-Temporary Assistance for Needy Families		
Budget Adjustments to match 08/09 allocation		
00000.0-00009-78400-8150-0000000 (74.0 Fund)		5,000,000
Fed-Pell Grant		
Budget has been increased due to Increase in enrollment and PELL grant recipients		
Total Revenue:	\$	<u><u>4,765,997</u></u>

Expenditures:

To adjust Budget for the following locations to match revenue:		
01.3 Fund location 74500, Faculty & Staff Diversity	\$	(43,815)
01.3 Fund location 75260, Teacher Prep Pipeline CTE		(263,112)
01.3 Fund location 75270, Teacher Prep Pipeline CTE #2		7,650
01.3 Fund location 75370, CTE Equip for Allied Health		(94,118)
01.3 Fund location 75720, Temporary Assist for Needy Families		<u>81,398</u>
Total Expenditures	\$	<u><u>(311,997)</u></u>

FACULTY HOURLY - HUMANITIES/SOCIAL SCIENCES

Reemployed

Name		Discipline	Salary Placement	Rate
Jordan	Shetona	Clinical Nursing	B2	51.71

FACULTY HOURLY - COMMUNITY, INDUSTRY & TECHNOLOGY EDUCATION

New Hires

Name		Assignment	Salary Placement	Rate
Van Herk	Tracy	Adult Education	A1	48.83

PE/ATHLETICS

Full-Time Instructors

Name		Discipline	Salary Placement
Ackland	Dean	Athletics	E22

Part-Time Instructors

Name		Discipline	Salary Placement	Rate
Alvillar	Andrew	Athletics	A1	48.83
Brooks	Jack	Athletics	A2	51.71
Cable	Brian	Athletics	B5	60.33
Calvert	Sherry	Athletics	A1	48.83
Casteneda	Geraldine	Athletics	A2	51.71
Chawla	Neena	Athletics	B2	51.71
Christou	Dayna	Athletics	B5	60.33
Cole	Phoenix	Dance	B5	60.33
Davidson	Rebekah	Dance	A1	48.83
Gonzalez	Ruben	Athletics	A4	57.46
Gould	Eric	Athletics	A1	48.83
Johnson	Steve	Athletics	A4	57.46
Kim	Alvin	Athletics	A4	57.46
Lopez	Rogelio	Dance	A3	54.60
McWhinney	Martin	Athletics	A5	60.33
Myer	Glen	Athletics	B5	60.33
Nakao	Gary	Athletics	B5	60.33
Nguyen	Long	Athletics	B1	48.83
Raniewicz	Trisha	Athletics	A1	48.83
Ruiz	Raul	Athletics	A1	48.83
Schulist	Mark	Athletics	A5	60.33
Shelkey	Rhonda	Athletics	B5	60.33
Shyne	Kenneth	Athletics	A1	48.83
Sweet	Beverly	Athletics	B5	60.33
Velazquez	Teresa	Athletics	B5	60.33
Winokur	Arnold	Athletics	B5	60.33

SCIENCE, ENGINEERING & MATHEMATICS

Part-Time Instructors

Name		Discipline	Salary Placement	Rate
Allen	Matthew	Mathematics	B3	54.60
Bateman	Michael	Mathematics	B4	57.46
Castillo	Lorena	Mathematics	B4	57.46
DeKraker	Daniel	Earth Science	B4	60.33
Douglass	Thomas	Biology	B5	60.33
Flores	Wilfredo	Mathematics	B5	60.33

SCIENCE, ENGINEERING & MATHEMATICS (Cont.)

Part-Time Instructors

Name		Discipline	Salary	
			Placement	Rate
Harris	Linda	Biology	B5	60.33
Huang	Fuze	Mathematics	A4	57.46
Hugenberger	Scott	Astronomy	B4	57.46
Igolnikov	Mark	Mathematics	B5	60.33
Johnpeer	Gary	Earth Science	B5	60.33
Johnson	Kimberly	Biology	B3	54.60
Johnson	Johnny	Mathematics	A3	54.60
Klinger	Lidiya	Mathematics	A2	51.71
Leon	Juan	Mathematics	A2	51.71
Ly	Lisa	Mathematics	B4	57.46
McCance	Ian	Mathematics	B5	60.33
Mera	Carlos	Physics	B5	60.33
Morcos	Tharwat	Mathematics	B5	60.33
Nguyen	Orchid	Mathematics	B2	51.71
Pallwitz	Karla	Mathematics	B5	60.33
Pham	Mai-Anh	Mathematics	A4	57.46
Pham	Ann Hong	Mathematics	B3	54.60
Price	Tiffany	Biology	A4	57.46
Roque	Tatiana	Mathematics	B2	51.71
Seres	Frank	Mathematics	B4	57.46
Sterling	Merrick	Mathematics	A4	57.46
Surfas	Lesley	Earth Science	A2	51.71
Takeuchi	Kevin	Mathematics	A4	57.46
Torres	Maria de la Luz	Mathematics	B4	57.46

TECHNOLOGY

Part-Time Instructors

Name		Discipline	Salary	
			Placement	Rate
Aguirre	Anna	Cosmetology	A1	48.83
Aplanalp	Jane	Cosmetology	B5	60.33
Baker	Deborah	Cosmetology	A2	51.71
Bettencourt	Madeline	Cosmetology	A1	48.83
Eisenmann	Kevin	Plastics	A1	48.83
Hagenbach	Darlene	Auto Body Repair	B5	60.33
Henry	Lauren	Cosmetology	B5	60.33
Miller-Harberts	Roxanna	Cosmetology	B2	51.71
Moraga	Pete	Engineering Design Technology	B5	60.33
Mortensen	Erik	Woodworking	B5	60.33
Phinney	Peter	Architecture	A3	54.60
Rock	Eugene	Cosmetology	B3	54.60
Rudd	James	Auto Body Repair	B5	60.33
Sanchez	Carlos	Woodworking	A5	60.33
Supple	Marty	Automotive Mechanical Repair	A4	57.46
Tabares	Raul	Auto Body Repair	B4	57.46
Trimble	William	Woodworking	B2	51.71

STUDENT SERVICES

Part-Time Counselors

Name		Discipline	Salary Placement	Rate
Aguayo	Robert	EOPS	C1	40.23
Chaney	Marcia	EOPS	C1	40.23
Choi	Hye-Jin	EOPS	C1	40.23
Covarrubias	Deisy	CITE	C1	40.23
Gaines	Ken	EOPS	C2	43.10

FACULTY HOURLY - COMMUNITY, INDUSTRY & TECHNOLOGY EDUCATION

Part-Time Instructors

Name		Assignment	Salary Placement	Rate
Barrera De Contreras	Gabriela	Adult Education	B2	51.71
Blair	Robert	Adult Education	B5	60.33
Cardona	Rudy	Adult Education	B5	60.33
Chen	Lourdes	Adult Education	B5	60.33
Davis	Barbara	Adult Education	B5	60.33
Fiske	Robert	Adult Education	B5	60.33
Furgason	Dennis	Adult Education	B3	54.60
Gonzalez	Gilda	Adult Education	A5	60.33
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
Lopez	Alejandro	Adult Education	A1	48.83
Lozano	Jorge	Adult Education	B5	60.33
Mansell	Bonnie	Adult Education	B5	60.33
Miller	Mary	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 Nicolas	Kathleen	Adult Education	B2	51.71
Sanchez	Sandra	Adult Education	B5	60.33
Savoy	Sharon	Adult Education	B5	60.33
Tucker	Jazmine	Adult Education	B5	60.33
Villar	Sergio	Adult Education	A4	57.46
Wyckhouse	Margaret	Adult Education	B4	57.46

FACULTY HOURLY - TECHNOLOGY TRAINING & DISTANCE EDUCATION

Part-Time Instructors

Name		Assignment	Salary Placement	Rate
Atherton	Anthony	Educational Technology	B5	60.33
Sullivan	Dan	Educational Technology	B2	51.71

LIBRARIAN

Full-Time Instructors

Name			Salary Placement
Lopez	Monica		B8
Sampson	Lynda		E22

Part-Time Instructors

Name			Salary Placement	Rate
Head	Anne		L2	43.10
Liong	Jocelle		L2	43.10
Nitsch	Lisa		L2	43.10
Owen	Margaret		L2	43.10
Russell	Bruce		L2	43.10
Wood	Suzanne		L2	43.10

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

Acuna-Gonzalez, Daisy	Aide-General (Clerical)	\$8.00/hr	03/16/09
Devora, Kimmie	Aide-General (Laborer)	\$8.00/hr	02/25/09
Kry, James	"	"	02/19/09
Willie, Michael	"	"	08/25/08
			"
Gonzalez, Thanea	Aide-General (Traffic Control Officer)	\$8.00/hr	02/26/09
Kenyon, Curtis	"	"	"
Montealegre, John	"	"	02/25/09
Nunes, Jesse	"	"	"
Ramanayaka, Charith	Aide-Special (Special Ed.)	\$8.00/hr	01/12/09
Alejo, Rosa	Clerk	\$8.64/hr	02/25/09
Chavez, Dinorha	"	"	03/17/09
Franco, Cynthia	"	"	"
Garcia, Yesenia	"	"	02/25/09
Gomez, Isabel	"	"	"
Keo, Allen	"	"	"
Lawton, Brandie	"	"	03/13/09
Rodriguez, Lizzette	"	"	02/25/09
Mastron, Joseph	"	"	02/26/09
Ponce, Geraldine	"	"	02/25/09
Vargas, Jeannette	"	"	03/17/09
Arambula, Adam	Instructional Aide I	\$9.56/hr	02/25/09
Bakke, Miranda	"	"	"
Castro, Sheryll	"	"	02/09/09
Gonzalez, Benji	"	"	02/25/09
Guzman, Michael	"	"	"
Jefferson, Tria	"	"	03/16/09
Kim, Hee Yeong	"	"	03/25/09
Lewis, Steve	"	"	01/05/09
Looper, Darryn	"	"	02/25/09
Lopez, Jenice	"	"	03/16/09
Lopez, Patricia	"	"	"
McLaughlin, David	"	"	01/26/09
Ojeda, Vanessa	"	"	03/06/09
Ramirez, Diana	"	"	02/25/09
Springer, Gary	"	"	01/05/09
Vazquez, Denise	"	"	03/09/09
Velasquez, Edgar	"	"	02/25/09
Vera, Valerie	"	"	"
Anderson, Omar	Intermediate Clerk	\$9.56/hr	03/16/09
Gonzalez, Pricilla	"	"	"

Presented to the Board of Trustees 4/15/09

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

Kwon, Lila	Intermediate Clerk	\$9.56/hr	02/25/09
Murillo, Gabriela	"	"	"
Tello, Jennifer	"	"	03/16/09
Tiow, Regina	"	"	"
Carcamo, Danny	Program Assistant I	\$9.99/hr	03/10/09
Fowler, Mario	"	"	02/05/09
Perez, Carlos	"	"	02/13/09
Perez, Christina	"	"	03/06/09
Santa Ines, Mark	"	"	03/25/09
Leung, Ryan	Aquatic Specialist	\$10.11/hr	01/12/09
Villalobos, Miguel	"	"	01/05/09
Rodriguez, Edgar	Program Assistant II	\$11.34/hr	03/25/09
Shopfner, Joyce	"	"	03/23/09
Aguilar, Rachel	Document Services Coordinator	\$11.88/hr	02/25/09
Diaz, Luis	"	"	"
Frazier, Dayvon	"	"	02/01/09
Gilbert, Gianni	"	"	02/25/09
Macias, Moises	"	"	02/01/09
Ruiz, Alex	"	"	01/25/09
Salazar, Nancy	"	"	02/25/09
Garcia, Peter	Job Developer	\$11.88/hr	03/16/09
Villar, Sergio	"	"	"
Chatman, Rosanna	Instructional Aide II	\$12.81/hr	03/19/09
Rueda, German	"	"	11/05/08
Trimble, Linda	"	"	01/24/09
Wadhwani, Shobha	"	"	02/17/09
England, Erica	Program Facilitator	\$13.79/hr	02/03/09
Martinez III, Tony	Technical Director/Designer	\$14.79/hr	03/17/09
Hill, Tamara	Aide-Special (Interpreter Level III)	\$26.50/hr	03/02/09
Eggie, Dave	Community Education Specialist	\$29.15/hr	02/02/09
Evans, Max	"	"	01/25/09
George, Patty	"	"	01/12/09
Jaffe, Michael	"	"	01/25/09
Moreau, Christina	"	"	02/02/09
Barlow, Chris	Cont. Ed. Specialist (Business Tech.)	\$50.52/hr	02/23/09
Kim, Seong Joo	"	"	02/01/09
Livingston, Barbara	"	"	01/01/09
Stotelmyre, Theodore	"	"	03/10/09
Wilson, Esther	"	"	01/12/09

- B. Accepted gifts with letters of thanks to the following:
- Dealership Essential Special Tools
 Donated by: General Motors
 Gifts-in-Kind
 333 N. Fairfax Street
 Alexandria, Virginia 22314
 - 1996 EZ-Go Golf Cart, Serial #420196
 Donated by: Doug Wells
 24503 Ravenna Ave.
 Carson, CA 90745
- C. Approved New Course Offerings, as attached.
- D. Approved Stipends for Faculty Participating in the Basic Skills Grant Projects for 2008-2009, as attached.
- E. Approved Addendum to Memorandum of Understanding for the Faculty Inquiry Network Project with Chabot-Las Positas CCD, as attached.
- F. Approved Bid #0809-09, Social Science Interior Carpet Replacement, as attached.
- G. Approved Budget Extensions and Budget Transfers, as attached.
- H. Approved Contracts, as follows:
- Agreement
NEW
1. Southeast Los Angeles County Workforce Investment Board
 Summer Youth Employment
 CITE
To provide summer youth employment for up to 100 individuals between the ages of 18 to 24 and who meet income guidelines. Most of those served will be Cerritos College students. Where possible, the work setting will be related to their major or area of interest. For period May 7, 2009 through September 30, 2009. The contract will be for \$275,005. The college anticipates receiving an indirect rate of 5% (\$13,095) on the contract. No cost to the District.
- Lease
NEW
2. Xerox
 Lease of Copy Machine
 Information Technology
For a copy machine model 6135. This high volume copy machine is located in the Publications office and is used to make copies for the campus community. For period July 1, 2009 through June 30, 2014. The lease amount is \$5,657.93 per month.
- Training
AMENDMENT
3. Yosemite Community College District
 Agency for the Child Development Training Consortium
 Health Occupations
To accept an immediate one-time augmentation and accept additional contingency funding. The time period will be through June 30, 2009. The District will receive an immediate one-time augmentation of \$5,000 and additional contingency funding not to exceed \$7,500.

- I. Approved and/or Ratified Resignations Accepted by the President/Superintendent, as follows:
 - Austin, Anthony, Associate Professor (Electronics Department), effective May 22, 2009
 - McQuarrie, Megan, Instructor (Earth Science Department), effective May 22, 2009
- J. Approved and/or Ratified Employment of Temporary and/or Substitute Hourly Faculty Personnel, as needed for the 2008-2009 Academic Year, as attached.
- K. Approved Employment of Full-Time, First-Year Contract (Probationary), Hourly, and/or Substitute Faculty Employee(s):
 - Szabo, Thad P., Instructor (Astronomy/Physics), @ E-3 (\$60,824/annual), 10-School Month Contract, effective August 17, 2009
 - Added by addendum:
 - Torres, Maria, Instructor (Mathematics), @ B-3 (\$53,072/annual), 10-School Month Contract, effective August 17, 2009
- L. Approved Employment of 2009 Summer Session Faculty Personnel, as attached.
- M. Approved and/or Ratified Employment of Classified, Short-Term, Substitute, and/or Student Hourly Personnel, as attached.
- N. Approved Work Calendar for the 2009-2010 Fiscal Year, as attached.

VIII. ADMINISTRATIVE MATTERS

- A. As information, the Board book contained College Coordinating Committee Minutes for April 6, April 13 and April 20, 2009.
- B. As information, the Board considered the First Reading of Additions/Revisions to Board Policy 3505 – Emergency Response Plan and Board Policy 4106 – Nursing Programs.
- C. It was moved by Dr. Hughlett and seconded by Mr. Jackson to approve that as a Result of Financial Uncertainties, Negotiations, Legislation, and Other Factors, the Governing Board Hereby Declares that all Management; Contract Management; Confidential; Child Development Center Teachers; Short-Term, Substitute, and Student Hourly; Community Education Hourly; and/or other Unrepresented Employees' Salaries are Declared Indefinite Effective July 1, 2009 for the 2009-2010 fiscal year. The vote for approval unanimous.
- D. It was moved by Mr. Jackson and seconded by Dr. Edmiston to approve Board Resolution #09-06, to Recognize the Week of May 17 - May 23, 2009, as Classified School Employee Week in California, as Designated by the California School Employees Association and the California State Legislature. The vote for approval was unanimous.
- E. Mr. Epple opened discussion regarding the Presidential Search Process. Mr. Stan Arterberry, consultant for the Presidential

Search, discussed various options for the Board to consider as the next step in the search process. He indicated that preliminary interviews will take place May 28-30. After discussion, it was moved by Dr. Cho and seconded by Dr. Hughlett to hold full-day interviews for finalists in the Presidential Search. The vote for approval was unanimous. It was moved by Dr. Hughlett and seconded by Dr. Cho to hold the finalist interviews on June 15,16,17,18 and 22, depending on the number of candidates. The vote for approval was unanimous. It was moved by Mr. Arthur and seconded by Dr. Hughlett to conduct site visits for each of the finalists. The vote for approval was unanimous.

IX. REPORTS

A. Board of Trustees

Mr. Jackson indicated that he attended many ceremonies and events that showcased student success on campus. He indicated that he attended the Alpha Gamma Sigma Spring Convention where approximately \$37,000 was given to students. He stated that Julie Venitsky, professor emeritus who passed away in 2007, was honored at the convention when they awarded the Robert Mantovani Scholarship award in her honor. He stated that he was also honored that the Tom Jackson Scholarship was presented at the convention.

Ms. Avalos stated that she was pleased see CSEA employees volunteering for the California Democratic Party.

Dr. Edmiston indicated that he attended the LACSTA meeting on April 30 and added that Lieutenant Governor John Garamendi gave a good speech. He concluded by stating that the CCLC Annual Trustees Conference was informative.

Mr. Macias stated that he hopes to see Board members at the ASCC Awards Banquet on Friday, May 8. He introduced Felipe Grimaldo, who will be assuming duties as Student Trustee in June.

B. Faculty and Staff Leadership

Dr. Reece distributed the Student Success Plan Survey results for the Board to review.

Ms. Laughon thanked the Board for recognizing Classified Employees Week and invited everyone to partake in the activities that will be occurring. She indicated that CSEA leadership was pleased to be part of the Accreditation site visit and added that they are also actively involved in the Presidential Search.

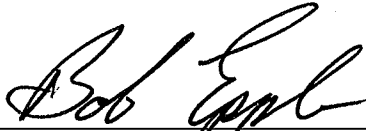
C. Acting President/Superintendent and Vice Presidents

Mr. Farmer stated that the Accreditation site visit took place on April 29 and he thanked everyone for doing a terrific job in planning for the visit. He added that the college should receive a response regarding the visit in late June after the Accreditation Commission meets. Mr. Farmer indicated that the Court Reporting department had an accreditation visit today as well. He informed the Board that all 24 students in the Dental Hygiene program passed the national board exams this year and added that one student scored in the 99th percentile. He also stated that Cerritos College student

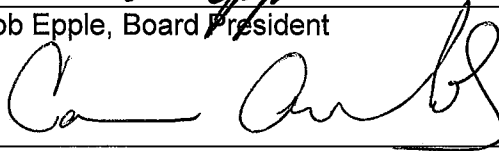
Monirath Siv was awarded a \$30,000 Jack Kent Cooke Scholarship. Mr. Farmer congratulated Mr. Siv and acknowledged Tim Juntilla for working so diligently with Mr. Siv. Mr. Farmer concluded by stating that summer enrollment is currently up 700% from the same time last year.

Dr. Brock stated that the sabbatical reports were wonderful and added that the instructors' experiences lead to better instructional experiences for all students.

- X. CLOSED SESSION The Board adjourned to closed session at 7:29 p.m.
- XI. RECONVENE The Board reconvened at 8:17 p.m.
- XII. ADJOURNMENT The meeting was adjourned at 8:17 p.m.
- XIII. NEXT REGULAR MEETING The next regular meeting of the Board of Trustees is scheduled for Wednesday, May 20, 2009 at 6:00 p.m.



Bob Epple, Board President



Carmen Avalos, Secretary

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 *DO*
DATE: May 6, 2009
SUBJECT: **Presentation of Initial Proposal for Renegotiation of Items for the 2009-2010 Fiscal Year Submitted by California School Employees Association (CSEA) and its Cerritos College Chapter #161 for Official Receipt and Public Hearing**

RECOMMENDATION

It is recommended that:

1. The attached initial proposal from CSEA Chapter #161 for renegotiation of items for the 2009-2010 fiscal 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

CSEA, Chapter #161 has submitted an initial proposal to the District for renegotiation of items for the 2009-2010 fiscal year pursuant to the provisions of the existing CSEA-District Collective Bargaining Agreement.

ANALYSIS

Attached is the initial proposal submitted by CSEA, Chapter #161 for renegotiation of items for the 2009-2010 fiscal year, pursuant to the provisions of Articles 2.4.1 and 28 of the CSEA-District Collective Bargaining Agreement.

FINANCIAL IMPLICATIONS

Financial implications are contingent on the results of negotiations.



CSEA Chapter 161

Memorandum

2009 APR 22 P 2:04

TO: Dan O'Rourke, Acting Director of Human Resources

FROM: Lynn Laughon, President CSEA Chapter #161 *LL*

DATE: 4/22/09

SUBJECT: CSEA Chapter #161 Initial Proposal of the Collective Bargaining Agreement between CSEA Chapter #161 and the Cerritos Community College District for the period beginning July 1, 2009, and ending June 30, 2010.

Per Article 2, the following represents CSEA Chapter #161's initial proposal of the Collective Bargaining Agreement between CSEA Chapter #161 and the District for the period beginning July 1, 2009, and ending June 30, 2010. Chapter #161 proposes to update all dates and timelines pertinent to this contract and the following:

ARTICLE 5: COMPENSATION

CSEA, Chapter #161 proposes the District provide a fair and equitable salary increase to be applied to each range and step of the Classified Salary Schedule.

ARTICLE 6: HEALTH AND WELFARE BENEFITS

CSEA, Chapter #161 proposes the District picks up all increased cost in health and welfare benefits under Article 6.

CSEA, Chapter #161 proposes the District increase the amount paid to retirees for health benefits.

CSEA, Chapter #161 proposes the District picks up the cost of retiree Dental Coverage.

CSEA, Chapter #161 proposes the District picks up the cost of Retiree Vision Coverage.

ARTICLE 7: HOURS OF EMPLOYMENT

CSEA, Chapter #161 proposes changes to the terms and conditions of article 7.3 – 7.3.4 Adjustment of Assigned Time.

CSEA, Chapter #161 proposes changes to the terms and conditions of article 7.10 – 7.10.2 Call Back Time.

000208

TECHNOLOGY

AB 59F

Full Frame Repair Analysis

2.0 Units

Class hours: 1.5 lecture/2.5 lab

Prerequisite: AB 59M or AB 59P or equivalent, with a grade of Pass or "C" or higher, or concurrent enrollment.

This course is designed for shop and damage estimating personnel who want to learn full-frame damage and structural repair analysis. Include topics are full-frame vehicle design analysis, effects of collisions on various full-frame designs, full-frame damage assessment using universal and electronic measuring gauges, full-frame vehicle hook-up and repair options, and methods of determining repair completion with universal and electronic measuring devices. Chief Automotive Systems, Inc. methodology is used in course delivery.

AB 59P

Structural Repair Planning

2.0 Units

Class hours: 1.5 lecture/2.5 lab

Prerequisite: None

Corequisite: None

Recommendation: AB 51 or AB 59M or equivalent, with a grade of Pass or "C" or higher, or appropriate work experience. Current or previous employment in a collision repair facility.

This entry-level course introduces students to the concepts of damage analysis and repair planning for structurally damaged vehicles. It is designed for collision repair technicians and students with little or no training in structural repair. The course presents case studies that give students the information needed to measure, analyze, and develop repair plans for damaged unitized and full-frame vehicles.

AB 59U

Unitized Structural Repair Analysis

2.0 Units

Class hours: 1.5 lecture/2.5 lab

Prerequisite: AB 59M or AB 59P or equivalent, with a grade of Pass or "C" or higher or concurrent enrollment.

Corequisite: None

Recommendation: None

This course is designed for damage estimating personnel who want to learn about analysis and repair of unitized structural damage using universal gauge and electronic measuring systems. Topics include unitized structural design analysis and effects of vehicle collisions, additional unitized vehicle hook-up and repair options, and precise methods of determining that the repaired vehicle is within factory design specifications using electronic and universal gauges.

AB 61L

Automotive Refinishing Lab

1.5 Units

Class hours: 5.0 lab

Prerequisite: AB 61 or equivalent with a grade of Pass or "C" or higher or concurrent enrollment.

Corequisite: None

Recommendation: None

This course allows students to develop and improve hands-on skills in preparation and spot refinishing by completing automotive refinishing projects. Students will identify and select specific automotive painting projects relevant to the subject matter. This course may be taken a maximum of 4 times.

AB 64

Automotive Air Brush Painting

2.5 Units

Class hours: 2.0 lecture/2.0 lab

Prerequisite: None

Corequisite: None

Recommendation: AB 61 or equivalent with a grade of Pass or "C" or higher or related work experience.

This course introduces students to the art of air brush painting and related effects in automotive applications. Students work with various colors and techniques to create special effects on commercial and passenger vehicles using air brushes. Included are 3-D effects, mural painting, accenting other types of graphic art and portrait painting on automotive surfaces.

AB 67

Automotive Custom Painting

2.0 Units

Class hours: 1.0 lecture/3.0 lab

Prerequisite: AB 61 or AB 62 or concurrent enrollment, or equivalent with a grade of Pass or "C" or higher.

Corequisite: None

Recommendation: None

This is a custom automotive painting course that focuses on building hands-on skills in creating special paint effects including flames, scallops, checkerboards, shredding, murals, holographic effects, multi-coats, and pearl finishes on automobiles. It includes theory and lab. This course may be taken a maximum of 2 times.

AB 286

Computerized Shop Management

3.0 Units

Class hours: 3.0 lecture/1.0 lab

Prerequisite: AB 182 or AB 285 or equivalent with a grade of Pass or "C" or higher or concurrent enrollment, or equivalent work experience.

Corequisite: None

Recommendation: None

This is a theory and practical course centering on computerized collision repair shop management. A comparison of various management software applications, features, and functions, as well as available training tutorials is included in the course delivery. Additional content includes interface with estimating and accounting applications, embedding regulatory compliance, parts ordering and tracking, labor dispatching and tracking, payroll processing, administrative and accounting reports, individual work order reports, tracking production cycle-time, customer service call-backs, and forecasting.

CERRITOS COLLEGE

TO: Board of Trustees

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

REVIEWED BY: *MB* Marilyn Brock, Interim Vice President of Academic Affairs

PREPARED BY: Francie Quaas-Berryman

SUBJECT: Consideration of Approval of Stipends for Faculty Participating in the Basic Skills Grant Projects for 2008-2009

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 the academic year 2008-09.

OVERVIEW

The Basic Skills project awarded nine mini-grants approved for implementation during the academic year of 2008-09. 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 2008-09 academic year, faculty participated in 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, building reading mastery, and work with the Habits of Mind Campaign.

FINANCIAL IMPLICATIONS

Developmental Education funds will be utilized for this expenditure. No District general funds will be used. The following faculty members are to receive stipends as follows:

Clifford, Steven	\$2500.00
Fraps, Bryant	\$4000.00
Holzang, Amy	\$2700.00
Mellas, Dean	\$500.00
Reece, Bryan	\$700.00
Rosenfeld, Kimberly	\$1000.00
Shimazu, Cheryl	\$2000.00
Sugihara-Cheetham, Joann	\$1000.00

CERRITOS COLLEGE

TO: Board of Trustees

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

REVIEWED BY: *MBS* Dr. Marilyn Brock, Interim Vice President of Academic Affairs/Provost

PREPARED BY: Dr. Jan Connal, Project Coordinator for the Faculty Inquiry Network

DATE: May 6, 2009

SUBJECT: Consideration of Approval of Addendum to Memorandum of Understanding for the Faculty Inquiry Network Project with Chabot-Las Positas CCD

RECOMMENDATION

It is recommended that the Board of Trustees approve the addendum to the Memorandum of Understanding (MOU) with the Chabot-Las Positas CCD for the development and delivery of the Faculty Inquiry Network.

OVERVIEW

The Board of Trustees approved the initial Memorandum of Understanding (MOU) with the Chabot-Las Positas CCD for collaborating as partners in the development and delivery of a statewide Faculty Inquiry Network (FIN) on February 4, 2009. The Network is supported financially by a Hewlett Foundation Grant, administered by Chabot-Las Positas CCD. The purpose of the Network is to improve educational outcomes by supporting faculty inquiry into teaching and learning practices. The MOU shall be in effect from January 1, 2009 through December 30, 2010.

ANALYSIS


The addendum to the MOU augments the initial agreement to include the employment and remuneration of students in the Faculty Inquiry activities. An additional allocation of \$1000 is provided exclusively for this purpose.

FINANCIAL IMPLICATIONS

The college will receive an additional \$1000, for a total of \$18,500 in funding, to cover the cost of participation in the Faculty Inquiry Network.

There is no cost to the District.

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: May 6, 2009
SUBJECT: Consideration of Approval of Bid #0809-09, Social Science Interior Carpet Replacement

RECOMMENDATION

It is recommended that the Board of Trustees approve to award the bid #0809-09, Social Science Interior Carpet Replacement to Reliable Floor Covering, 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 March 12 and March 19, 2009. The bid due date was on April 13, 2009.

ANALYSIS

On April 13, 2009, the Purchasing Department received 6 responses for Bid #0809-09, Social Science Interior Carpet Replacement. 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 \$262,900.00. Funding for this project will come from the GO Bond.

Bid #0809-09, Social Science Interior Carpet Replacement
BID SUMMARY

Company	Base Bid	Allowance	Total Base Bid
Reliable Floor Covering, Inc.	\$ 212,900.00	\$ 50,000.00	\$ 262,900.00
Moore Flooring, Inc.	\$ 220,223.00	\$ 50,000.00	\$ 270,223.00
Continental Flooring Company	\$ 227,330.00	\$ 50,000.00	\$ 277,330.00
Lambard Enterprises, Inc.	\$ 229,334.00	\$ 50,000.00	\$ 279,334.00
JJJ Floor Covering	\$ 266,505.00	\$ 50,000.00	\$ 316,505.00
ProSpectra Contract Flooring	\$ 289,990.00	\$ 50,000.00	\$ 339,990.00

BUDGET TRANSFERS FOR MAY 6, 2009

01.0 FUND-GENERAL FUND-UNRESTRICTED

FROM

ACADEMIC SALARIES	\$	(95,000)
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	(12,074)
CAPITAL OUTLAY	\$	
CONTINGENCY	\$	
TOTAL	\$	(107,074)

TO

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	95,000
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	12,074
OTHER CONTRACT EXPENSES AND SERVICES	\$	
CAPITAL OUTLAY	\$	
OTHER OUTGO	\$	
TOTAL	\$	107,074

Transfers: Between object codes

Self Balancing: No effect on ending balance

Number of Transfer Requests: Seven (7)

Divisions/Departments/Programs:

Liberal Arts; Humanities & Social Science; Science, Engineering, and Math; Fine Arts/Communications; Counseling; Academic Affairs; Teacher TRAC; Research and Planning; International Student Programs; Admissions & Registration

BUDGET TRANSFERS FOR MAY 6, 2009

01.3 FUND-GENERAL FUND-RESTRICTED

FROM

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	(176,729)
OTHER CONTRACT EXPENSES AND SERVICES	\$	
CAPITAL OUTLAY	\$	
OTHER OUTGO	\$	
TOTAL	\$	(176,729)

TO

ACADEMIC SALARIES	\$	137,904
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	18,324
EMPLOYEE BENEFITS	\$	12,635
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	2,866
CAPITAL OUTLAY	\$	
OTHER OUTGO	\$	5,000
TOTAL	\$	176,729

Transfers: Between object codes

Self Balancing: No effect on ending balance

Number of Transfer Requests: One (1)

Divisions/Departments/Programs:

Enrollment Growth for Assoc Degree Nursing Program

000217

BUDGET TRANSFERS FOR MAY 6, 2009

39.0 FUND-OTHER SPECIAL REVENUE FUND

FROM

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	(7,267)
OTHER CONTRACT EXPENSES AND SERVICES	\$	
CAPITAL OUTLAY	\$	
TOTAL	\$	(7,267)

TO

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	
CAPITAL OUTLAY	\$	7,267
OTHER OUTGO	\$	
TOTAL	\$	7,267

Transfers: Between object codes

Self Balancing: No effect on ending balance

Number of Transfer Requests: One (1)

Divisions/Departments/Programs:
Real Estate Exams

BUDGET TRANSFERS FOR MAY 6, 2009

42.0 FUND-REVENUE BOND CONSTRUCTION FUND

FROM

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	(200,002)
CAPITAL OUTLAY	\$	
TOTAL	\$	(200,002)

TO

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	
CAPITAL OUTLAY	\$	200,002
TOTAL	\$	200,002

Transfers: Between object codes

Self Balancing: No effect on ending balance

Number of Transfer Requests: One (1)

Divisions/Departments/Programs:

Bond Implementation and Administration; Classroom/Lab/Office Complex #1; Central Plant/Infrastructure Project 2; Architect Services 2 ; Fire Alarm Upgrade 2; Campus Accessibility Upgrades; Information Technology Upgrades

BUDGET TRANSFERS FOR MAY 6, 2009

69.0 FUND-STUDENT HEALTH SERVICE FUND

FROM

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	(3,000)
OTHER CONTRACT EXPENSES AND SERVICES	\$	
CAPITAL OUTLAY	\$	
TOTAL	\$	(3,000)

TO

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	3,000
CAPITAL OUTLAY	\$	
TOTAL	\$	3,000

Transfers: Between object codes

Self Balancing: No effect on ending balance

Number of Transfer Requests: One (1)

Divisions/Departments/Programs:
Student Health Services

BUDGET TRANSFERS FOR MAY 6, 2009

01.0 FUND-CONTINGENCY TRANSFERS

FROM

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	7,000
CAPITAL OUTLAY	\$	
CONTINGENCY	\$	
		<hr/>
TOTAL	\$	7,000
		<hr/> <hr/>

TO

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	
CAPITAL OUTLAY	\$	
CONTINGENCY	\$	7,000
		<hr/>
TOTAL	\$	7,000
		<hr/> <hr/>

Number of Transfer Requests: One (1)

Divisions/Departments/Programs:

To return funds to contingency that were a duplicate

APPROPRIATION TRANSFER ANALYSIS FOR MAY 6, 2009

Revenue:

00000.0-00300-02220-8890-6120000 (01.0 Fund) Local-Library & Learning Resource Center To allocate income for library books; supplies	\$	25,000
00000.0-00007-79000-8623-0000000 (01.3 Fund) State-Disabled Student Programs and Services 07-08 Apportionment Adjustment		40,043
00000.0-00000-70005-8160-0000000 (01.3 Fund) Fed-Veterans Affairs To allocate income for travel and conference expenses		2,122
00000.0-00000-75900-8190-1305700 (01.3 Fund) Fed-Foster & Kinship Care Education To allocate income for salaries and associated fringe benefits; supplies; mileage; rents and leases; advertising		14,403
00000.0-00000-70000-8890-0000000 (01.3 Fund) Local-Donations To close revenue of 07-08 carry over. Income sitting in fund balance.		(20,348)
00000.0-00000-70006-8697-0000000 (01.3 Fund) State-Basic Skills from 05/06 and 06/07 for 07/08 To close revenue of 07-08 carry over. Income sitting in fund balance.		(866,438)
00000.0-00000-71140-8653-0000000 (01.3 Fund) State-06-07 1 Time AB1802 instructional Equipment & Library To close revenue of 07-08 carry over. Income sitting in fund balance.		(496,671)
00000.0-00000-74710-8830-0000000 (01.3 Fund) Local-Paramount Unified School District To close revenue of 07-08 carry over. Income sitting in fund balance.		(3,803)

APPROPRIATION TRANSFER ANALYSIS FOR MAY 6, 2009

Revenue:

00000.0-00000-77200-8629-0000000 (01.3 Fund)	\$	(1,063)
State-Teleconference Center		
To close revenue of 07-08 carry over. Income sitting in fund balance.		
00000.0-00007-XXXXX-8800/8830/8840-0000000 (39.0 Fund)		
Local-Various Locations		
To close revenue of 07-08 carry over for various locations. Income sitting in fund balance.		(2,576,143)
00000.0-00000-70809-8690-0000000 (41.0 Fund)		(1,942)
State-08/09 Scheduled Maintenance		
To adjust budget, per apportionment schedule March 2009 revision		
00000.0-00000-70809-8981-0000000 (41.0 Fund)		(1,942)
Local-08/09 Scheduled Maintenance		
To adjust budget, per apportionment schedule March 2009 revision		
Total Revenue:	\$	<u><u>(3,886,782)</u></u>

FACULTY HOURLY - LIBERAL ARTS

New Hires

Name		Discipline	Salary Placement	Rate
Sirota	Louanne	English	A1	48.83

FACULTY HOURLY - COMMUNITY, INDUSTRY & TECHNOLOGY EDUCATION

New Hires

Name		Assignment	Salary Placement	Rate
Jackson	Michael	Adult Education	A1	48.83
Nguyen	Kathryn	Adult Education	A1	48.83

ACADEMIC AFFAIRS

Part-Time Instructors

Name		Discipline	Salary Placement	Rate
Mendoza	Myrna	Project HOPE	A1	48.83

BUSINESS EDUCATION

Part-Time Instructors

Name		Discipline	Salary Placement	Rate
Arredondo	Rafael	Accounting/Finance	B1	48.83
Chiaravolloti	Susan	Court Reporting	B2	51.71
Cooper	Johnny	Computerized Office Technology	B5	60.33
Davis	Richard	Computerized Office Technology	B5	60.33
Epperson	Jocelyn	Court Reporting	A3	54.60
Garza	Javier	Business Administration	B2	51.71
Grafton	Cindy	Court Reporting	B5	60.33
Hall	Kathleen	Court Reporting	B5	60.33
Nagao	Denise	Court Reporting	B2	51.71
Ortiz	Magarita	Court Reporting	B2	51.71
Pulvers	Karen	Court Reporting	B3	54.60
Ramos	Gerardo	Business Administration	B1	48.83
Ravenscroft	Carrie	Court Reporting	A2	51.71

FINE ARTS & COMMUNICATIONS

Part-Time Instructors

Name		Discipline	Salary Placement	Rate
Dillon	Rhonda	Music	B5	60.33
Dinhaupt	George	Photography	A4	57.46
Geckler	Megan	Art & Design	B5	60.33
Gutierrez	Charles	Music	B3	54.60
Guzak	Rebecca	Art & Design	B5	60.33
Hallback	Alan	Music	B4	57.46
Inouye	Fang-Fang	Music	B5	60.33
Kola-Bankole	Francine	Art & Design	A1	48.83
Konya	Amanda	Photography	A1	48.83
Marr	John	Music	B5	60.33
Medina	Anthony	Art & Design	B5	60.33
Piotrowski	Casey	Theatre Arts	B5	60.33
Simmons	Jim	Music	A2	51.71
Szeto	Dominic	Art & Design	A1	48.83
Teran	Sergio	Art & Design	A2	51.71
Tsai	Shi-Ting	Music	B5	60.33
Wagstaff	Jerrin	Art & Design	A2	51.71
Ward	David	Theatre Arts	B5	60.33
Weiss	Tracey	Art & Design	A4	57.46
Zamora	John	Theatre Arts	B5	60.33

HEALTH OCCUPATIONS

Part-Time Instructors

Name		Discipline	Salary Placement	
Bowman	Daniel	Pharmacy Technician	A2	51.71
Brousseau	Beth	Child Development	B3	54.60
DiPietro-Fife	DiAnn	Dental Hygiene	A1	48.83
Levine	Faith	Pharmacy Technician	B1	48.83
Mehr	Fariba	Dental Hygiene	B5	60.33
Nguyen	Ann	Dental Hygiene	A2	51.71
Roberts	Rene	Child Development	B5	60.33
Silva	May	Child Development	B5	60.33
Soderling	Frances	Dental Hygiene	B5	60.33

HUMANITIES/SOCIAL SCIENCES

Full-Time Instructors

Name		Discipline	Salary Placement	
Abbruzzese	Mark	Anthropology	C6	
Beale	Darryl	Psychology	F30	
Bellas	Monica	Anthropology	F10	
Duff	Kimberly	Psychology	F10	
Dunroe	William	Psychology	F30	
Duva	Mark	Psychology	F10	
Falcon	Dennis	Political Science	E12	
Fernandez	Walter	History	E14	
Gaffaney	Todd	Psychology	D12	
Haas	John	History	F11	
Haynes	Doug	Administration of Justice	E26	
Holzgang	Amy	Sociology	F10	
Keenan	Diane	Economics	E26	
Lewellen	Michelle	Psychology	B9	
Namala	Solomon	Economics	F10	
Obasohan	Victor	Political Science	C11	
Obazuaye	Sunday	Political Science	F6	
Oliver	Susan	History	F14	
Pirtle	Dianne	Sociology	B10	
Reece	Bryan	Political Science	F14	
Rigby	Jeff	Anthropology	E18	
Satterfield	Phillip	Administration of Justice	E18	
Stolze	Ted	Philosophy	F7	
Torres-Bower	Ana	Philosophy	E22	
Troup	Jackie	Sociology	E18	
Van de Mortel	Joseph	Philosophy	D12	

HUMANITIES/SOCIAL SCIENCES (Cont.)

Part-Time Instructors

Name		Discipline	Salary	
			Placement	Rate
Anderson	Erin	Psychology	A2	51.71
Barman	Kevin	Sociology	B2	51.71
Beck	Karen	Psychology	B5	60.33
Bender	Linda	Anthropology	A3	54.60
Castillo	Carlos	Philosophy	A2	51.71
Channey	Van	Political Science	A1	48.83
Cho	Yoon-Sung	Philosophy	B5	60.33
Cummins	Megan	Economics	A1	48.83
Durdella	Nathan	Political Science	B2	51.71
Ferguson	Melissa	Psychology	A2	51.71
Fonti	Allison	Elementary Teacher Education	A1	48.83
Francis	Tami	Elementary Teacher Education	A1	48.83
Gaffaney	Gialisa	Political Science	A3	54.60
Hall	David	History	B5	60.33
Kradjian	Clayton	Philosophy	B5	60.33
Larson	Maryann	Psychology	B5	60.33
Maldonado	Christian	Interdisciplinary Studies	B2	51.71
Miele	Richard	Sociology	B5	60.33
Mullins	Terrance	Political Science	A2	54.60
Nebbia	Gerardo	Economics	B5	60.33
Nguyen	Son	History	B4	57.46
Phillips	Kimberley	Sociology	A4	57.46
Ramirez	Adriana	History	B1	48.83
Rutkoski	Tracy	Elementary Teacher Education	A1	48.83
Sandhu	Suprea	Economics	A1	48.83
Sliff	Robert	Philosophy	B5	60.33
Suh	Daniel	Sociology	A2	51.71
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	Michele	Sociology	A3	54.60

LIBERAL ARTS

Full-Time Instructors

Name		Discipline	Salary	
			Placement	
Arce	Carlos	Foreign Language	E26	
Belroy	Barbara	Reading	E11	
Berry	Patricia	ESL	E30	
Booker	Anya	English	E10	

LIBERAL ARTS (Cont.)**Full-Time Instructors**

Name		Discipline	Salary Placement
Burns	Marla	English	E18
Cabuto	Froylan	Foreign Language	D11
Carney	Danielle	English	E10
Chester	Robert	English	D12
Clemans	Susanna	English	E18
Clifford	Stephen	English	F14
Codd	Geraldine	Reading	E18
Coulter	Lucia	ESL	D12
Crawford	Suzanne	English	C8
Fabish	David	English	E14
Florescu	Mihaela	Foreign Language	F14
Gaik	Frank	English	F22
Gonzales	Joana	English	E14
Hanks	Wendell	Speech	E30
Havice	Sally	English	D12
Helberg	Bonnie	Reading	D12
Hoppe-Nagao	Angela	Speech	E13
Horvath	Ellen	Speech	E26
Hu	Philip	English	D11
Jaime	Jennie	Foreign Language	B10
Juntilla	Timothy	English	D12
Kayser	Lance	English	E5
Lavariere	Cynthia	Speech	E10
Medina-Valin	Niurka	Foreign Language	F26
Miller	Alice	Reading	D12
Miller	Donna	Speech	D12
Mixson	Frank	English	F11
Mueller	Barbara	English	E14
Nakamura	Diane	ESL	C11
Paige	Matthew	Reading	E18
Palumbo	Linda	English	F22
Potter	Ingeborg	Foreign Language	E30
Quaas-Berryman	Francie	English	E10
Renteria	Robert	Reading	E30
Rosenfeld	Kimberly	Speech	E12
Serwin	Lynn	English	D12
Sparks	William	Speech	C11
Stiles	Lynn	English	E18
Sugihara-Cheatham	Joann	ESL	E10
Swanson	Jack	English	E18
Whitson	Beverly	English	E22
Yeager	Martha	ESL	E14

LIBERAL ARTS (Cont.)**Part-Time Instructors**

Name		Discipline	Salary Placement	Rate
Adele	Julie	English	B1	48.83
Armstrong	Sunny	Reading	A5	60.33
Asis	Brian	English	A1	48.83
Baker	John	English	A3	54.60
Carney	Christopher	English	B5	60.33
Cheatham	Teresa	English	A4	57.46
Crachiolo	Sarah	Speech	B1	48.83
Cuesta	Yolanda	Foreign Language	B5	60.33
Daugherty	Sarah	English	B5	60.33
Decter	Renee	English	B5	60.33
Dobrian	Fred	Foreign Language	B3	54.60
Dongell	Robert	English	A5	60.33
Fischer	Anna	ESL	B5	60.33
Givhan	Jennifer	English	A1	48.83
Green	Chad	English	A1	48.83
Gutierrez	Aaron	English	A2	51.71
Hanniff	Brooke	Speech	A3	54.60
Harmon	James	English	A4	57.46
Hector	Jeremy	English	A3	54.60
Hsiao	John	English	B1	48.83
Johnson	Susan	English	A1	48.83
Kane	John	Reading	B5	60.33
Kelsey	Dawn	Speech	B5	60.33
Kronbeck	Mandy	English	A2	51.71
Krulic	James	English	B5	60.33
La Porta	Michelle	English	B5	60.33
Landon	Ashley	English	B5	60.33
Liang	Yuhua	Speech	A1	48.83
Lovejoy	Nicole	English	A3	54.60
Magabo	Susan	Reading	A2	51.71
Majam-Finch	Danielle	ESL	B5	60.33
Manzullo	Michael	English	B5	60.33
Martinez	Suzanne	English	A3	54.60
McLaughlin	Patrick	Reading	B5	60.33
Michelotti	Andrea	Foreign Language	B2	51.71
Nicolas	Jean Peirre	Foreign Language	B1	48.83
Parks	Danielle	Speech	A5	60.33
Pham	Viethang	English	B1	48.83
Roffell	Frank	English	B1	48.83
Sanchez	David	Foreign Language	A4	57.46
Savard	Hale	English	B1	48.83
Smith	Sean	English	A4	57.46
Spradlin	Nancy	ESL	B5	60.33
Stavast	John	English	A4	57.46
Vanciu	Alina	English	A1	48.83
Walsh	Wendy	English	A4	57.46
Warken	Tom	English	B5	60.33
Watnik	Webster	English	A1	48.83
Williams	Roberta	Reading	A1	48.83

TECHNOLOGY

Full-Time Instructors

Name		Discipline	Salary Placement
Aragon	Richard	Automotive Mechanical Repair	E14
Asperen	Robert	Automotive Collision Repair	B10
Baron	Tony	Automotive Mechanical Repair	E30
Bender	Jon	Automotive Mechanical Repair	E30
Chavez	Erlinda	Cosmetology	E18
Fortner	Anthony	Woodworking	E18
Glick	Leonard	Automotive Mechanical Repair	E12
Hiranandani	Jayananda	Engineering Design Technology	E26
Johnson	Bruce	Welding	E30
Johnson	Jeanne	Cosmetology	E30
Jones	Michael	Woodworking	E13
Motruk	Nina	Cosmetology	E14
Pacheco	Rupert	Welding	E14
Price	Terry	Plastics	E30
Real	Yannick	Machine Tool Technology	F18
Robertson	Charles	Automotive Collision Repair	E22
Rother	Edward	Architecture	F22
Smith	Felicia	Cosmetology	E12
Stammerjohn	Carl	Woodworking	E9
Tait	Mark	Welding	E14
Taylor	Kevin	Automotive Mechanical Repair	E18
Vega	Frank	Automotive Mechanical Repair	E12
White	Brenda	Cosmetology	E22
Wissa	Farid	Engineering Design Technology	E30

Part-Time Instructors

Name		Discipline	Salary Placement	Rate
Driskell	James	Woodworking	B5	60.33
Ferre	Brian	Automotive Collision Repair	B5	60.33
Hemsworth	Richard	Machine Tool Technology	B4	57.46
Henry	Fred	Welding	B5	60.33
Jackson	Lee	Machine Tool Technology	B5	60.33
Krause	Peter	Woodworking	A3	54.60
Thornbury	Robert	Woodworking	B5	60.33

STUDENT SERVICES

Part-Time Counselors

Name		Discipline	Salary Placement	Rate
Algaze	Susan	DSP&S	C1	40.23
Castillo	Ricardo	DSP&S	C1	40.23
Hansch	Dan	DSP&S	C2	43.10
Salazar	Felipe	DSP&S	C1	40.23
Segura	Aurora	DSP&S	C1	40.23

STUDENT SERVICES (Cont.)

Full-Time Instructors

Name		Discipline	Salary Placement
Garriott	Don	DSP&S	C10
Holmes	Judi	DSP&S	E10
Hunt	Mary	DSP&S	E7
Nakasone	Harret	DSP&S	E30

Part-Time Instructors

Name		Discipline	Salary Placement	Rate
Arroyo	Jose	DSP&S	B1	48.83
Barnett	Glenn	DSP&S	B5	60.33
Dong	Adrienne	DSP&S	B5	60.33
Lovell	Ray	DSP&S	B1	48.83
Ouchi	Bryan	DSP&S	B5	60.33

FACULTY HOURLY - COMMUNITY, INDUSTRY & TECHNOLOGY EDUCATION

Part-Time Instructors

Name		Assignment	Salary Placement	Rate
Casas	Ralph	Adult Education	B5	60.33
De Jong	Henrietta	Adult Education	B5	60.33

FACULTY HOURLY - TECHNOLOGY TRAINING & DISTANCE EDUCATION

Full-Time Instructors

Name		Discipline	Salary Placement
Alexander	Cynthia	Educational Technology	F11

LIBRARIAN

Part-Time Librarians

Name			Salary Placement	Rate
Kam	Barbara	Library	L2	43.10

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

Beach, Nicholas	Aide-General (Traffic Control Officer)	\$8.00/hr	2/25/09
Barfield, Jessica	Aide-General (Laborer)	\$8.00/hr	1/27/09
De Rojas, Shamariah	"	"	2/25/09
Ayala, Tina	Clerk	\$8.64/hr	3/27/09
Valencia, Sophia	"	"	"
Deel, Nicole	Instructional Aide I	\$9.56/hr	2/25/09
Sheibe, Kimberly	"	"	4/13/09
Rios, Jose	Custodian	\$9.99/hr	02/28/09
Pena, Johanna	Program Assistant I	\$9.99/hr	03/25/09
Ruiz, Edward	"	"	"
Kim, Jennie	Tutoring Technician	\$9.99/hr	03/25/09
Pina, Maria	"	"	"
Markey, Yolanda	Student Services Assistant II	\$11.88/hr	03/25/09
Carcamo, Danny	Instructional Aide II	\$12.81/hr	04/01/09
Walle, Lissette	Special Populations Coordinator	\$16.41/hr	03/25/09
Arroyo, Jose	Technical Support Coordinator	\$18.60/hr	03/09/09
Toumajian, Mary Kay	Community Education Specialist	\$29.15/hr	03/11/09
McFaul, Jason	Project Specialist (Technical) Level 1	\$75.00/hr	03/23/09
Ramos, Gerardo	"	"	04/01/09

Presented to the Board of Trustees 5/06/09

CERRITOS COMMUNITY COLLEGE DISTRICT

WORK CALENDAR 2009-2010 FISCAL YEAR (July 1, 2009 - June 30, 2010)

JULY

S	M	T	W	TH	F	S
			1	2	3*	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

JANUARY

S	M	T	W	TH	F	S
					1*	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18*	19	20	21	22	23
24	25	26	27	28	29	30
31						

AUGUST

S	M	T	W	TH	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

FEBRUARY

S	M	T	W	TH	F	S
	1	2	3	4	5	6
7	8	9	10	11	12*	13
14	15*	16	17	18	19	20
21	22	23	24	25	26	27
28						

SEPTEMBER

S	M	T	W	TH	F	S
		1	2	3	4	5
6	7*	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

MARCH

S	M	T	W	TH	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

OCTOBER

S	M	T	W	TH	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

APRIL

S	M	T	W	TH	F	S
				1	2*	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

NOVEMBER

S	M	T	W	TH	F	S
1	2	3	4	5	6	7
8	9	10	11*	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26*	27+	28
29	30					

MAY

S	M	T	W	TH	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31*					

DECEMBER

S	M	T	W	TH	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24+	25*	26
27	28+	29+	30+	31+		

JUNE

S	M	T	W	TH	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

- * July 3 Independence Day (Observed)
- * September 7 Labor Day
- * November 7 Veterans Day
- * November 11 Veterans Day
- * November 26 Thanksgiving Day
- + November 27 Board Approved Holiday (Day After Thanksgiving)
- + December 24 Board Approved Holiday (In Lieu of Admission Day)
- * December 25 Christmas Day
- + December 28 Board Approved Holiday
- + December 29 Board Approved Holiday
- + December 30 Board Approved Holiday
- + December 31 Board Approved Holiday
- * January 1 New Year's Day
- * January 18 Dr. M. L. King, Jr. Day
- * February 12 Lincoln Day
- * February 15 Washington Day
- + April 2 Board Approved Holiday (Friday - Week of Spring Break)
- * May 31 Memorial Day

***Holidays by Education Code**
+Holidays Approved by Board

**Approved by
Board of Trustees:**

XX/XX/XX

**CERRITOS COMMUNITY COLLEGE DISTRICT
RESOLUTION #09-06**

**RESOLUTION RECOGNIZING THE WEEK OF MAY 17-23, 2009, AS
CLASSIFIED SCHOOL EMPLOYEE WEEK IN CALIFORNIA, AS
DESIGNATED BY THE CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION
AND THE CALIFORNIA STATE LEGISLATURE**

WHEREAS, Classified professionals provide valuable services to the students and programs of the Cerritos Community College District; and

WHEREAS, Classified professionals contribute to the establishment and promotion of a positive instructional environment; and

WHEREAS, Classified professionals serve a vital role in providing for the welfare and safety of Cerritos Community College District's students; and

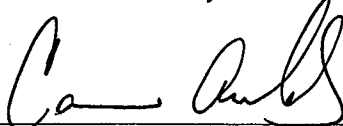
WHEREAS, Classified professionals employed by the Cerritos Community College District strive for excellence in all areas relative to the educational community; therefore be it

RESOLVED, That the Cerritos Community College District hereby recognizes and wishes to honor the contribution of classified professionals to quality education in the state of California and in the Cerritos Community College District and declares the week of May 17 through May 23, 2009, as Classified School Employee Week in the Cerritos Community College District.

Adopted at a regular meeting of the Board of Trustees of the Cerritos Community College District at Norwalk, California this 6th day of May, 2009:

Signed: 

President, Board of Trustees

Attest: 

Secretary to Board of Trustees

CERRITOS COMMUNITY COLLEGE DISTRICT
MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
MAY 20, 2009

- I. CALL TO ORDER The meeting was called to order at 6:00 p.m. by Mr. Bob Epple, the Board President. Those present were Mr. Bob Arthur, Dr. Tina Cho, Dr. Ted Edmiston, Mr. Bob Epple, Dr. Bob Hughlett, Mr. Tom Jackson and Mr. Jason Macias, Student Trustee. Ms. Carmen Avalos was not present. 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 Dr. Hughlett and seconded by Mr. Arthur to approve the minutes of May 6, 2009. Mr. Epple noted that the minutes should reflect that he abstained from approving the minutes of April 15. The vote for approval as corrected was unanimous.
- IV. INSTITUTIONAL PRESENTATIONS
Su Casa Book Fair Check Presentation
- A. Renée DeLong Chomiak, Dean of Counseling Services, introduced Diana Needham, Su Casa Board Member, Angela Conley, advisor of the Math Club and Art Catano, incoming Math Club President. Mr. Catano presented a check to Ms. Needham which was raised through sales of donated books on campus. Ms. Needham expressed her appreciation to Cerritos College and to the Math Club for their donation and support.
- Retirement B. The Board presented Anthony Austin, Fred Henry and Dr. Marijean Piorkowski with retirement plaques acknowledging their years of dedicated service to Cerritos College.
- Classified Employee of the Month C. Mr. Farmer presented Kim Applebury with the Outstanding Classified Employee Award for the month of April 2009.
- Certificate of Appreciation D. Mr. Epple presented Mr. Macias with a Certificate of Appreciation for his leadership as the Student Trustee for 2008-2009.
- Budget Update E. Dr. Albanese provided a budget progress report which included a failed initiatives scenario. He shared financial information regarding the college's share of the proposed reductions to general and categorical funding. Dr. Albanese indicated that the Planning & Budget Committee will be looking at many options on May 21 to address the budget situation. Dr. Hughlett suggested that a letter be sent to faculty and staff regarding budget issues.
- V. PUBLIC PRESENTATIONS
Dr. Dan Smith Dr. Dan Smith, Dean of Health, Physical Education and Athletics informed the Board that the Women's Track and Field Team won the state championship this year. Dr. Smith introduced Director of Track & Field Doug Wells, Women's Track & Field Head Coach Michael Allen and several of the coaches who worked with the team. Team members were present at the Board meeting and Mr. Epple congratulated them for their spectacular accomplishments on behalf of the Board.

Dean Mellas

Dean Mellas, Associate Professor of Computer and Information Sciences, expressed his concern regarding the Talon Marks newspaper. He stated that Talon Marks needs a clear mission and added that the newspaper is not in touch with the standards of the community it serves. He indicated that the most recent publication included an unwarranted and unsupportable attack on an exemplary student on campus. Mr. Mellas noted that in that same issue, an article highlights the struggles of a student with no reported academic accomplishments who committed questionable offenses. He concluded by stating that the Talon Marks should promote accuracy and ethical standards.

Timothy Watkins

Timothy Watkins, Editor-in-Chief of Talon Marks, informed the Board that due to budget cuts and low enrollment, the Journalism 105 course that creates the printed version of Talon Marks is facing elimination. He indicated that the newspaper is an important source of information for many students on campus. He added that most students do not know that the newspaper has a website. He indicated that Talon Marks informs students of important matters and noted examples such as an article regarding ticketing policies around the campus. He asked that the Board consider keeping the course and printed newspaper to keep the community informed.

VI. CONSENT AGENDA

It was moved by Mr. Arthur and seconded by Dr. Hughlett to approve the consent agenda and addendum. Dr. Cho requested that Item VI.K1 be held for separate consideration. The vote for approval was unanimous.

K. It was moved by Dr. Hughlett and seconded by Dr. Edmiston to approve Item VI.K1:

Contracts:

Agreement

NEW

1. Higher One

Financial Aid Electronic Disbursement System
Student Support Services

To provide electronic disbursement of Cerritos College student financial aid, a direct deposit account for each financial aid recipient, online and ATM access to accounts via supplied debit cards, an option for student financial aid disbursements by paper check and options for student bank accounts, as well as marketing and technical support. For period May 21, 2009 through May 20, 2012, plus two additional 3-year terms, subject to District approval. Total cost will be \$26,000 with funding from the Fiscal Services Department.

Dr. Cho questioned where the disbursed money will be deposited. Dr. Johnson replied that once funds are disbursed to a student, the funds will go into a direct deposit account. Each student will have immediate access through an ATM card or checking account, or they may do an online transfer to an existing bank account. He added that students can continue to receive a check if that is their preference. Mr. Epple questioned how much money will be saved with this new process and Dr. Johnson explained that money will be saved in postage fees as well as processing and printing costs. The vote for approval was unanimous.

A. Affirmed Rights and Compensation for Student Member of Board of

Trustees, as attached.

- B. Approved Textbook Adoptions for Summer 2009, as attached.
- C. Approved Chancellor's Office of the California Community College Teacher Preparation Pipeline Grant, as attached.
- D. Approved Chancellor's Office Enrollment Growth and Retention for Nursing Programs Grant Augmentations #1 and #2, as attached.
- E. Approved Stipends for Faculty Participating in the Basic Skills Grant Projects for 2008-2009, as attached.
- F. Approved Stipends for the Pharmacy Technology/Nursing Intensive Program Improvement Initiative (Perkins), Spring 2009, as attached.
- G. Approved Notice of Completion for Bid 0708-06, Research & Development Steam Clean Building Demolition, as attached.
- H. Approved Sale of Surplus and Obsolete Materials/Equipment, as attached.
- I. Approved Quarterly Fiscal Status Report For the Quarter Ending March 31, 2009, as attached.
- J. Approved Budget Extensions and Budget Transfers, as attached.
- K. This item was considered separately.
- L. Approved and/or Ratified Employment of Temporary and/or Substitute Hourly Faculty Personnel, as needed for the 2008-2009 Academic Year, as attached.
- M. Approved Employment of 2009 Summer Session Faculty Personnel, as attached.
- N. 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 April 27 and May 4, 2009.
- B. As information, the Board received Revisions to Board Policies, as attached.
- C. It was moved by Mr. Arthur and seconded by Dr. Hughlett to adopt Board Policy 3505 – Emergency Response Plan and Board Policy 4106 – Nursing Programs. The vote for approval was unanimous.
- D. It was moved by Dr. Hughlett and seconded by Dr. Cho to move the regular scheduled Board meeting from Wednesday, June 17 to Wednesday, June 24 and to reschedule the June 13 Study Session at a future date. The vote for approval was unanimous.
- E. There were no new items to discuss regarding the Presidential Search Process.

VIII. REPORTS

A. Board of Trustees

Mr. Jackson indicated that he has attended many events on campus and added that he is looking forward to the Classified Awards Ceremony on Thursday, May 21.

Dr. Cho stated that the ASCC Awards Banquet was outstanding. She recognized Michael Barrita as well as Talon Marks and added that they have done an outstanding job of keeping the student body informed of activities. Dr. Cho attended the Art Awards Ceremony hosted by Congresswoman Linda Sánchez and indicated that it went very well. She concluded by stating that she went on a tour of the Plastics Department and stated that it was a very eye-opening experience.

Dr. Hughlett stated that he has been enjoying the many events on campus. He stated that faculty and staff are often visibly moved by the many accomplishments of the students. He concluded by stating that he has read Talon Marks for years and he admires them for the difficult and good job that they perform.

Mr. Macias stated that it has been an honor to serve as Student Trustee for two years. He thanked Dr. Reece for his support.

B. Faculty and Staff Leadership

Dr. Reece shared a Year-End Report on Faculty Senate activities. With regard to Talon Marks, Dr. Reece was disappointed in the editorial piece regarding Mr. Barrita. He added that he has worked with Talon Marks reporters and knows that they work hard. He stated that he hopes to contribute to the online newspaper. Dr. Reece concluded by stating that he supports a public dialogue regarding the budget.

Ms. Laughon reminded the Board of the Classified/Confidential Awards Ceremony on Thursday, May 21 and invited everyone to attend. She stated the importance of a transparent process in terms of the budget situation.

C. Acting President/Superintendent and Vice Presidents

Mr. Farmer thanked Mr. Macias for his service as Student Trustee. He acknowledged Holly Bogdanovich for a memorable commencement ceremony. Mr. Farmer concluded by stating that he is committed to a transparent process with regard to the budget and indicated that he continues to share news with the campus through newsletters. He indicated that the Planning & Budget Committee will be looking at numerous options to address the budget situation.

Dr. Albanese indicated that he has spoken with Talon Marks on several occasions and added that they do an admirable job of reporting activities on campus.

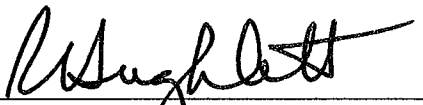
Dr. Johnson acknowledged Mr. Macias for his dedication as Student Trustee. He invited the Board to the Transfer Celebration on Friday, May 22 at 12:30 p.m. He indicated that faculty members and particularly Disabled Student Programs & Services have been paying close attention to the needs of veteran students. He added

that through the California Association of Post Secondary Education and Disability (CAPED), several faculty members have attended training on how to address the complexities of new disabilities for veterans. He added that he appreciates that the college has individuals who are paying close attention to that area. Dr. Johnson acknowledged the individuals who worked hard to make commencement a successful event. He stated that DSPS staff worked diligently to ensure that graduating students with special needs were comfortable at the commencement ceremony.

- IX. CLOSED SESSION The Board adjourned to closed session at 7:29 p.m.
- X. RECONVENE The Board reconvened at 9:26 p.m.
- Read Out Mr. Epple reported that in closed session the Board of Trustees took action to authorize payment by the District in the sum of \$21,990 as full and complete payment in settlement of the claim filed by Robert N. Young, dated March 18, 2009. The vote for approval was unanimous.
- XI. ADJOURNMENT The meeting was adjourned at 9:27 p.m.
- XII. NEXT REGULAR MEETING The next regular meeting of the Board of Trustees is scheduled for Wednesday, June 3, 2009 at 6:00 p.m.



Bob Epple, Board President



Dr. Bob Hughlett, Vice President

CERRITOS COLLEGE

TO: Board of Trustees
FROM: William C. Farmer, Acting President/Superintendent *WCF*
DATE: May 20, 2009
SUBJECT: **Consideration of Affirming Rights and Compensation for Student Member of Board of Trustees**

RECOMMENDATION

It is recommended that the Board of Trustees reaffirm its existing policy of allowing student trustees to make and second motions, receive compensation, and attend closed sessions at the discretion of the governing board in accordance with Education Code Section 72023.5, for the 2009-2010 school year.

OVERVIEW

Pursuant to Education Code Section 72023.5, certain rights of student trustees must be periodically reaffirmed by the Board of Trustees.

ANALYSIS

It has been the policy of the Board of Trustees to allow student trustees to make and second motions and to exercise their right to an advisory vote. This policy was originally approved on August 4, 1993. It has also been the policy of the Board to grant compensation to student trustees, up to the amount prescribed in Education Code Section 72425.

Pursuant to Education Code Section 72023.5 (b), these rights must be periodically reaffirmed by the Board.

It should be noted that under Education Code Section 72023.5 (2), the Board may also grant student board members the right to attend closed sessions, other than closed sessions on personnel matters or collective bargaining matters, at the discretion of the Board.

FINANCIAL IMPLICATIONS

No additional financial impact. The General Fund budget already includes the Student Trustee compensation.

Attachment



CALIFORNIA EDUCATION CODE

CHAPTER 1. GENERAL PROVISIONS

Article 3. Organization of District Boards

72023.5. (a) The governing board of each community college district shall order the inclusion within the membership of the governing board, in addition to the number of members otherwise prescribed, of one or more nonvoting students who are residents of California as determined pursuant to Part 41 (commencing with Section 68000). These students shall have the right to attend each and all meetings of the governing board, except that student members shall not have the right, or be afforded the opportunity, to attend executive sessions of the governing board.

The students selected to serve on the governing board, in addition to being residents of California as determined pursuant to Part 41 (commencing with Section 68000), shall be enrolled in a community college of the district and shall be chosen, and shall be recalled, by the students enrolled in the community colleges of the district in accordance with procedures prescribed by the governing board. A student member shall be required throughout the term of his or her appointment to be enrolled in a community college of the district for at least five semester units, or its equivalent, and shall meet and maintain the minimum standards of scholarship for community college students prescribed by the community college district. The term of the student members shall be one year commencing on June 1 of each year.

The nonvoting student members appointed pursuant to this section shall be entitled to mileage allowance to the same extent as regular members, but are not entitled to the compensation prescribed by Section 72425.

A nonvoting student member shall be seated with the members of the governing board and shall be recognized as a full member of the board at the meetings, including receiving all materials presented to the board members and participating in the questioning of witnesses and the discussion of issues.

The nonvoting student member shall not be included in determining the vote required to carry any measure before the board.

The nonvoting student member shall not be liable for any acts of the governing board.

(b) Notwithstanding subdivision (a), the student member or members selected to serve on the governing board of a community college district pursuant to subdivision (a) may do any of the following:

- (1) Make and second motions at the discretion of the governing board.
- (2) Attend closed sessions, other than closed sessions on personnel matters or collective bargaining matters, at the discretion of the governing board.
- (3) Receive compensation, at the discretion of the governing board, up to the amount prescribed by Section 72425.
- (4) Serve a term of one year commencing on May 15 of each year, at the discretion of the governing board.

(c) It is the intent of the Legislature that any decision or action, including any contract entered into pursuant thereto, upon the motion or second of a motion of a student member, shall be fully legal and enforceable against the district or any party thereto.

(d) The governing board of each community college district that affords the student member or members of the board any of the privileges enumerated in subdivision (b) shall, by May 15 of each year, adopt rules and regulations implementing this section. These rules and regulations shall be effective until May 15 of the following year.

CERRITOS COLLEGE
TEXT ADOPTION REQUESTS FOR SUMMER 2009

COURSE NAME	COURSE NUMBER	TITLE OF TEXT	PRICE	PUBLISHER	EDITION	*	PRIOR TEXT ADOPTED
Survey of Composites	PMT 5	Fundamentals of Composites manufacturing: Materials, Methods, & Applications	70.00	Society of Manufacturing Engineers	1 st	N	New
Composite Fabrication	PMT 51	Fundamentals of Composites Manufacturing: Materials, Methods, & Applications	70.00	Society of Manufacturing Engineers	1 st	N	New

*: N = New
R = Replacement

Presented to the Board of Trustees on **May 20, 2009**
Prices quoted are prices in effect on above date.

000242

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: May 20, 2009
SUBJECT: **Consideration of Acceptance of the Chancellor's Office of the California Community College Teacher Preparation Pipeline Grant**

RECOMMENDATION

It is recommended that the Board of Trustees approve the acceptance of the California Community College Chancellor's Office Teacher Preparation Pipeline Grant Budget Augmentation. The grant was Board approved on June 18, 2008.

OVERVIEW

Cerritos College has received a budget augmentation from the California Community College Chancellor's Office in the amount of \$25,000 to support additional Teacher TRAC Career Technical Education (CTE) program activities.

ANALYSIS

Funding from the California Community College Chancellor's Office is provided to the Teacher TRAC Program. These funds are to be used for continued development and refinement of a CTE Teacher Pipeline preparation program. A primary focus for 2008-2009 program funding is in the areas of expanded professional development, continued course contextualization, and recruitment of industry professionals.

FINANCIAL IMPLICATIONS

The Cerritos College Teacher TRAC Program will receive an additional \$25,000 to continue development and refinement of the career technical education teacher pathway program.

CERRITOS COLLEGE

TO: Board of Trustees
FROM: William C. Farmer Jr, Acting President/Superintendent *WCF*
REVIEWED BY: Marilyn Brock, *MB* Interim Vice President of Academic Affairs
PREPARED BY: Jenine Nolan, *JN* Dean of Health Occupations
DATE: May 20, 2009
SUBJECT: **Consideration of Acceptance of Chancellor's Office Enrollment Growth and Retention for Nursing Programs Grant Augmentations #1 and #2**

RECOMMENDATION

It is recommended that the Board of Trustees approve acceptance of Augmentations #1 and #2 to the Enrollment Growth and Retention for Nursing Programs Grant in the amount of \$174,537.

OVERVIEW

On August 6, 2008, the Board of Trustees accepted the two-year Enrollment Growth and Retention Grant which addresses the regional need for more professional nurses in health care by expanding enrollment capacity of the Cerritos College Associate Degree Nursing Program. The original grant supports admission of 10 additional generic and 10 LVN to RN students in fall 2008 and 10 additional generic students in spring 2009. Augmentation #1 increases funding for retention activities. Augmentation #2 funds support admission of 10 additional LVN to RN students in the fall 2009 semester and 10 additional generic students in the spring 2010 semester. The funding period remains July 2008 through August 2010.

ANALYSIS

Grant objectives and activities have been expanded to include:

- Expanding enrollment by admitting 10 generic and 10 LVN students fall 2008
- Expanding enrollment by admitting 10 generic students spring 2009
- Expanding enrollment by admitting 10 LVN students fall 2009
- Expanding enrollment by admitting 10 generic students spring 2010
- 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

Cerritos College will receive \$89,037 for Augmentation #1 and \$85,500 for Augmentation #2 for a total of \$174,537 of additional funding. When added to the original funding of \$356,500, the total Enrollment Growth and Retention Grant increases to \$531,037.

000244

CERRITOS COLLEGE

TO: Board of Trustees

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

REVIEWED BY: Marilyn Brock, *MB* Interim Vice President of Academic Affairs

PREPARED BY: Francie Quaas-Berryman, Developmental Education Coordinator

DATE: May 20, 2009

SUBJECT: **Consideration of Approval of Stipends for Faculty Participating in the Basic Skills Grant Projects for 2008-2009**

RECOMMENDATION

It is recommended that the Board of Trustees approve payments for the named employees for their participation in the Basic Skills/Developmental Education projects for the academic year 2008-09.

OVERVIEW

The College Committee on Developmental Education has sponsored several grants and projects in support of the five-year plan developed as part of the California Basic Skills Initiative.

ANALYSIS

During the 2008-09 academic year, faculty participated in a variety of projects designed to better prepare faculty to meet the needs of students with developmental skills as well as integrate the Habits of Mind project into the college culture and further campus work on Student Learning Outcomes. Innovation Grant Projects include continued work on workshops for adjunct faculty in mathematics to explore a variety of instructional strategies for active learning, teacher training for specialized populations of students with special needs, faculty development for the part time instructors, Habits of Mind Faculty Inquiry Groups, and Student Learning Outcomes Faculty Inquiry Groups.

FINANCIAL IMPLICATIONS

Developmental Education funds will be utilized for this expenditure. No District general funds will be used. The following faculty members are to receive stipends as follows:

Bueno, Ni	\$500.00
Conley, Angela	\$500.00
Follett, Kay	\$500.00
Guzak, Rebecca	\$500.00
Harmon, James	\$600.00
Kayser, Lance	\$500.00
Matsuura, Ken	\$500.00
Persaud, Philip	\$500.00
Real, Yannick	\$500.00
Romero, Virginia	\$500.00
Rosenfeld, Kimberly	\$500.00

000245

CERRITOS COLLEGE

TO: Board of Trustees
FROM: William C. Farmer Jr, Acting President/Superintendent *WCF*
REVIEWED BY: Marilyn Brock, *MB* Interim Vice President of Academic Affairs
PREPARED BY: Nick Klemmer, *NK* Executive Dean,
 Community, Industry, and Technology Education
 Jenine Mescher Nolan, *JMN* Dean of Health Occupations
DATE: May 20, 2009
SUBJECT: **Consideration of Approval of Stipends for the Pharmacy
 Technology/Nursing Intensive Program Improvement Initiative
 (Perkins), Spring 2009**

RECOMMENDATION

It is recommended that the Board of Trustees approve payment of stipends to Health Occupations faculty and staff members for participation in staff development training related to the Perkins funded Intensive Program Improvement Initiative.

OVERVIEW

May 2008, the Pharmacy Technology and Nursing programs jointly submitted and were awarded a Perkins funded Intensive Program Improvement Initiative (IPII) grant. Grant activities focus on purchase and implementation of an Automated Dispensing System (ADS) into Health Occupations curriculum. ADS is state-of-the-art health care technology related to dispensing of medications. Goals and activities approved for this IPII grant include:

- Purchase and install Automated Dispensing System and software
- Conduct faculty and staff training on use of ADS
- Develop/revise curriculum and scenarios to include use of ADS

ANALYSIS

Activities completed by full-time Pharmacy Technology, Nursing, and Skills Lab faculty and staff members include:

- Staff development pertinent to ADS operations and maintenance, conducted by OmniCell. Basic training requires 6 hours; trouble-shooting and equipment maintenance training requires 4 additional hours. (paid at \$50 per hour = \$300-500 per participant)
- Development and expansion of curriculum and/or scenario-based learning activities to include ADS components. (paid at \$50 per hour)

FINANCIAL IMPLICATIONS

The following Cerritos College faculty and staff members are eligible to receive stipends for staff development and/or curriculum development activities related to implementation of ADS. Stipends will be paid at the rate of \$50 per hour.

- Hal Malkin basic + trouble-shooting training (10h), curriculum development (5h) \$750
- Alice Kusumoto basic + trouble-shooting training (10h), scenario development (5h) \$750

000246

• Charlene Fobi	basic + trouble-shooting training (10h)	\$500
• Mary Knowlton	basic + trouble-shooting training (10h)	\$500
• Stephanie Heddon	basic + trouble-shooting training (10h)	\$500
• Rachel Santiago	basic training (6h)	\$300
• Ann Voorhies	basic training (6h)	\$300
• Kelli Brooks	basic training (6h)	\$300
• Patricia Riedel	basic training (6h)	\$300
• Rebecca Orozco	basic training (6h)	\$300

Stipends will be paid after work is completed. IPII funds 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: May 20, 2009
SUBJECT: **Consideration of Approval of Notice of Completion for Bid 0708-06,
Research & Development Steam Clean Building Demolition**

RECOMMENDATION

It is recommended that the Board of Trustees approve the Notice of Completion for NuAge Development for the Research & Development Steam Clean Building Demolition at Cerritos Community College District as presented.

OVERVIEW

The District issued a contract to NuAge Development on July 17, 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 April 22, 2009. 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 \$104,000.00.

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: Research and Development Steam Clean Building Demolition, Bid #0708-15 contract for the doing of which was heretofore entered into on the 17th day of July, 2008 which contract was made with NuAge Development, contract number #C08-1012, as contractor; that said improvements were completed on the 22nd day of April, 2009, and accepted by formal action of the governing board of said DISTRICT on the 20th day of May, 2009; 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 Hartford Fire Insurance Company.

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

000249

Attachment # 1

**CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE**

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

CHANGE THE PERIOD

Fiscal Year: 2008-2009

Quarter Ended: (Q3) Mar 31, 2009

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	88,849,419
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	88,849,419
B.	Expenditures:				
B.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	77,918,915	82,945,128	86,032,575	88,075,654
B.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	1,755,274	1,574,318	1,684,132	1,341,409
B.3	Total Unrestricted Expenditures (B.1 + B.2)	79,674,189	84,519,446	87,716,707	89,417,063
C.	Revenues Over(Under) Expenditures (A.3 - B.3)	1,273,733	2,364,930	600,132	-567,644
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	12,078,467
F.1	Percentage of GF Fund Balance to GF Expenditures (E. / B.3)	10.7%	12.7%	14.4%	13.5%

II. Annualized Attendance FTES:

G.1	Annualized FTES (excluding apprentice and non-resident)	16,621	16,580	17,173	18,647
-----	---	--------	--------	--------	--------

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

As of the specified quarter ended for each fiscal year
2005-06 2006-07 2007-08 2008-2009

H.1	Cash, excluding borrowed funds			19,746,404	15,390,912
H.2	Cash, borrowed funds only			0	0
H.3	Total Cash (H.1+ H.2)	9,516,265	17,555,515	19,746,404	15,390,912

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	87,476,463	65,556,428	74.9%
I.2	Other Financing Sources (Object 8900)	0	0	0	
I.3	Total Unrestricted Revenue (I.1 + I.2)	87,578,797	87,476,463	65,556,428	74.9%
J.	Expenditures:				
J.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	91,737,511	91,922,564	59,676,401	64.9%
J.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	1,232,962	1,232,962	1,342,147	108.9%
J.3	Total Unrestricted Expenditures (J.1 + J.2)	92,970,473	93,155,526	61,018,548	65.5%
K.	Revenues Over(Under) Expenditures (I.3 - J.3)	-5,391,676	-5,679,063	4,537,880	
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	6,967,048	17,183,991	
M	Percentage of GF Fund Balance to GF Expenditures (L.1 / J.3)	7.8%	7.5%		

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:								

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	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.

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? NO
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.)

000253

CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE

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

CHANGE THE PERIOD 

Fiscal Year: 2008-2009

Quarter Ended: (Q3) Mar 31, 2009

District: (810) CERRITOS

Your Quarterly Data is Certified for this quarter.

Chief Business Officer

CBO Name: Dr. 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: 05/04/2009

District Contact Person

Name: Lola Rizkallah

Title: Director of Fiscal Services

Telephone: 562-860-2451

Fax: 562-924-2800

E-Mail: lolarizkallah@cerritos.edu

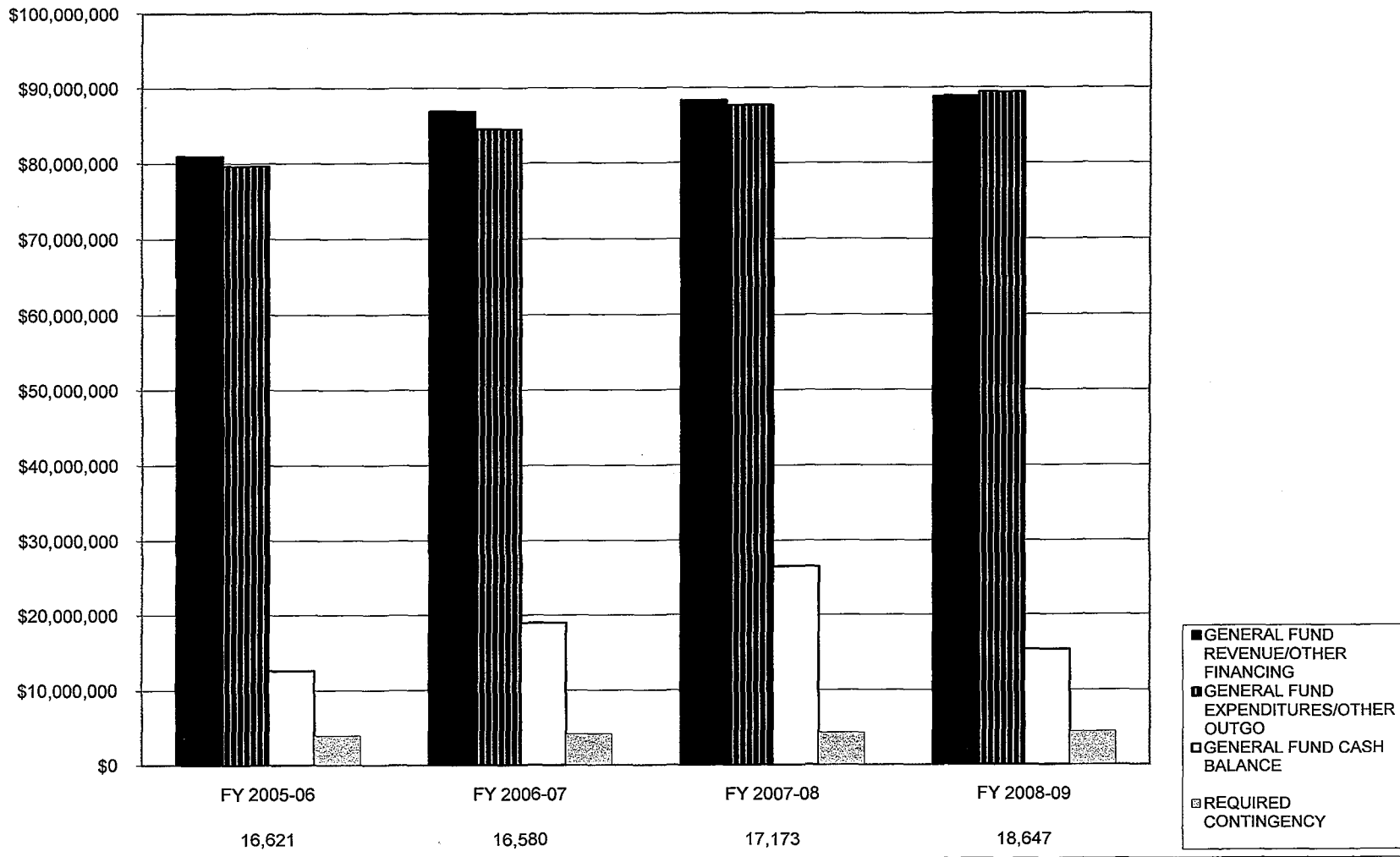
California Community Colleges, Chancellor's Office
1102 Q Street Sacramento, California 95814-6511

Send questions to:
Christine Atalig (916)327-5772 catalig@ccccc.edu or Glen Campora (916)323-6899 gcampora@ccccc.edu

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000254

QUARTERLY FINANCIAL STATUS REPORT
March 31, 2009



000255

BUDGET TRANSFERS FOR MAY 20, 2009

01.0 FUND-GENERAL FUND-UNRESTRICTED

FROM

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	(1,700)
CAPITAL OUTLAY	\$	
CONTINGENCY	\$	
TOTAL	\$	(1,700)

TO

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	1,700
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	
CAPITAL OUTLAY	\$	
OTHER OUTGO	\$	
TOTAL	\$	1,700

Transfers: Between object codes

Self Balancing: No effect on ending balance

Number of Transfer Requests: One (1)

Divisions/Departments/Programs:
Liberal Arts

FACULTY HOURLY - STUDENT SERVICES

New Hires

Name		Discipline	Salary Placement	Rate
Bond	Katherine	DSP&S	A1	48.83

BUSINESS EDUCATION**Full-Time Instructors**

Name		Discipline	Salary Placement
Alenikov	Teresa	Accounting/Finance	E13
Balmages	Mary	Court Reporting	E18
Blackmun	Eugene	Business Administration	E30
Brady	Mary Ellen	Real Estate	E14
Elizondo	Sandra	Computerized Office Technology	F18
Farina	Michael	Accounting/Finance	E22
Finkelstein	Hy	Business Administration	E30
Fronke	Mark	Accounting/Finance	E22
Livingston	Robert	Business Administration	E14
Moloney	Peter	Accounting/Finance	E14
Morgan	Vykki	Court Reporting	E26
Moriarty	Cynthia	Business Administration	E26
Mullin	Mary	Paralegal	F12
Pribble	Mary	Paralegal	F30
Schmidt	Debra	Accounting/Finance	C11
Sharp	Mageya	Computerized Office Technology	E30
Soden	Barbara	Computerized Office Technology	E22

Part-Time Instructors

Name		Discipline	Salary Placement	Rate
Baber	James	Business Administration	B5	60.33
Berdine	Michael	Business Administration	B2	51.71
Cadavid	Anthony	Business Administration	A1	48.83
Elam	Christine	Business Administration	B5	60.33
Guevara	Yamil	Business Administration	A3	54.60
Livingston	Barbara	Business Administration	B3	54.60

FINE ARTS & COMMUNICATIONS**Full-Time Instructors**

Name		Discipline	Salary Placement
Betancourt	David	Music	E14
Breit	Craig	Theatre Arts	B10
Cameron	Richard	Journalism	B10
DeMichele	Anna	Music	F13
Fernandez	Christina	Photography	C10
Hirohama	Steven	Theatre Arts	E6
Hoggard	Kevin	Theatre Arts	E22
Huber	Robin	Theatre Arts	F30
Lopez	Christine	Music	F14
MacDevitt	James	Art	C6
Miller	Kirk	Art	E18
Najarian	Hagop	Art	C10
Nelson	David	Music	F26
Pritchard	Gary	Music	F10
Well	Georgia	Theatre Arts	E14
Wilson	Christopher	Art	E13

HEALTH OCCUPATIONS

Full-Time Instructors

Name		Discipline	Salary Placement
Arfwedson	Christine	Nursing	E18
Bathke	Julie	Physical Therapist Assistant	E14
Brooks	Kelli	Nursing	E12
Carroll	Dani	Dental Hygiene	E14
Cooke	Melodie	Nursing	E9
Gradin	Susan	Child Development	E11
Knowlton	Mary	Nursing	E14
Krayer	Adelle	Dental Hygiene	E14
Loera	Diane	Dental Hygiene	E11
Malkin	Hal	Pharmacy	E14
Marine	Rebecca	Child Development	E22
Marks	Sandra	Medical Assisting	E22
Medina	Ceci	Child Development	E22
Natividad	Rachel	Nursing	E11
Ninomiya	Kathy	Dental Hygiene	E22
Orozco	Rebecca	Nursing	E9

HUMANITIES/SOCIAL SCIENCES

Part-Time Instructors

Name		Discipline	Salary Placement	Rate
Kelsey	David	Philosophy	A1	48.83
Monge	Michael	Philosophy	A1	48.83

LIBERAL ARTS

Part-Time Instructors

Name		Discipline	Salary Placement	Rate
Tilley	Gerald	Reading	B5	60.33

PE/ATHLETICS**Full-Time Instructors**

Name		Discipline	Salary Placement
Abing	Joseph	Athletics	E14
Artiaga	Benjamin	Athletics	B4
Bueno	Ni	Health Education	F6
Caines	Thomas	Athletics	E14
Edwards	Carrie	Fitness	F12
Gaylord	Kenneth	Athletics	C11
Grosfeld	Stephen	Athletics	D12
Jensen	Deborah	Athletics	E14
Macias	Sergio	Athletics	D9
Mazzotta	Frank	Athletics	E30
McPherson	Michael	Health Education	D12
Murray	Kodee	Athletics	D12
Prindle	Jeanine	Physical Education	E30
Sanderson	Janet	Dance	E14
Teplitzky	Jesse	Athletics	B3
Welliver	Karen	Athletics	E18
Wells	Douglas	Athletics	E18

Part-Time Instructors

Name		Discipline	Salary Placement	Rate
Chan	Judy	Athletics	B5	60.33
Chatman	Rosanna	Athletics	B5	60.33
Goldman	John	Athletics	A5	60.33

SCIENCE, ENGINEERING & MATHEMATICS**Full-Time Instructors**

Name		Discipline	Salary Placement
Boardman	Constance	Biology	D12
Bradbury	Jeff	Chemistry	E14
Budarin	Dimitri	Mathematics	E14
Buschauer	Robert	Physics	F22
Byun	James	Mathematics	C8
Carreon	Lora	Mathematics	B6
Chalmers	Graham	Mathematics	F26
Conley	Angela	Mathematics	C7
Cordova	Ernesto	Mathematics	B9
Covill	Matt	Biology	C6
Demian	Kamal	Mathematics	E12
Edson-Perone	Lorraine	Mathematics	E30
Feldstein	Therese	Mathematics	E26
Fuschetto	Susan	Computer & Information Sciences	E18
George	Patty	Mathematics	E18
Hallinger	Donald	Earth Science	D10
Harbut	Chester	Biology	F26
Henriques	James	Physics	E18
Hohly	Marge	Computer & Information Sciences	E30

SCIENCE, ENGINEERING & MATHEMATICS (cont.)

Full-Time Instructors

Name		Discipline	Salary Placement
Hugen	Mark	Mathematics	C11
Johnson	Wayne	Biology	E26
Jordan	Wesley	Mathematics	C11
Kreger	Robert	Earth Science	F18
Lacy	Tor	Earth Science	D12
Lazor	Gene	Computer & Information Sciences	D30
Leon Jr.	Ruben	Mathematics	B10
Lepere	Susan	Biology	B10
Lewandowski	Pamela	Mathematics	B10
Lewandowski	Thomas	Mathematics	C11
Lo Vetere	Cyrstal	Earth Science	C7
Lopez	Manuel	Mathematics	D12
Lou	Zheng	Computer & Information Sciences	B18
Mariani	Ilva	Mathematics	C11
Mata	Pilar	Mathematics	B10
Nguyen	Phuong	Computer & Information Sciences	E18
Nikedel	Mojdeh	Mathematics	F13
O'Neil	Scott	Mathematics	E10
Romer	Christine	Chemistry	E14
Sarell	Gary	Mathematics	E22
Sestini	Sally	Mathematics	E22
Shimazu	Cheryl	Chemistry	E14
Waldman	Linda	Chemistry	F12
Walther	Robert	Biology	E26
Wilson	Jack	Computer & Information Sciences	E18
Worrel	Dara	Mathematics	B8
Zewail	Mervat	Chemistry	F26

FACULTY HOURLY - COMMUNITY, INDUSTRY & TECHNOLOGY EDUCATION

Full-Time Instructors

Name		Discipline	Salary Placement
Robles	Martha	Adult Education	A7

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

Tharp, Casey	Instructional Aide I	\$9.56/hr (1)	04/13/09
Maris-Gramajo, Edgar	Intermediate Clerk	\$9.56/hr	03/24/09
Ramanathan, Mithran	"	"	04/21/09
Tovar, Gabriela	"	"	"
Gomez, Werner	Intermediate Typist Clerk	\$9.56/hr	04/20/09
Francisdo, Anna	Tutoring Technician	\$9.99/hr	04/20/09
Velez, Rodolfo	"	"	04/22/09
Smith, William	Aquatics, Specialist	\$10.11/hr	01/05/09
Diaz, Sonia	Secretary Clerk	\$10.53/hr	03/24/09
Loera, Claudia	Teaching Assistant	\$13.47/hr	04/21/09
Castillejos, Silvia	Program Facilitator	\$13.79/hr	03/24/09
De Sevilla, Angel	Project Specialist (Technical) Level II	\$100.00/hr	03/23/09

Presented to the Board of Trustees 5/20/09

Cerritos Community College District Policy

CCLC No. 3530

General Institution

1 **BP 3530 WEAPONS ON CAMPUS**

2 **References:**

3 Penal Code, Sections 626.9 and 626.10

4 Firearms or other weapons shall be prohibited on any college property or in any facility
5 of the District except for activities conducted under the direction of authorized District
6 officials or as authorized by an official law enforcement agency.

7 Office of Primary Responsibility: Vice President, Student Services

Date Adopted: November 7, 2007

Date Revised:

Academic Affairs

1 **BP 4225 COURSE REPETITION**

2 **References:**

3 Title 5, Sections 55040, 55041, 55042, 55044, 56029, and 58161

4 A student may repeat the same course only once for purposes of improving a
5 substandard grade ("D", "F", or "NPC"), except when permitted a second repetition (third
6 enrollment) via petition to the Academic Records and Standards Committee or as
7 otherwise permitted by Title 5.

8 When course repetition occurs, the permanent academic record shall be annotated in
9 such a manner that all work remains legible, insuring a true and complete academic
10 history.

11 The President/Superintendent shall establish procedures regarding course repetition.

12 Office of Primary Responsibility: Vice President, Academic Affairs

Date Adopted: August 15, 2007

Dates Revised: February 20, 2008

(Replaces former Cerritos College Policy 4105)

Human Resources

1 **BP 7365 DISCIPLINE AND DISMISSAL – CLASSIFIED EMPLOYEES**

2 **References:**

- 3 Education Code, Sections 88013 and 88016;
4 Government Code, Sections 3300 et seq.

5 The President/Superintendent shall enact procedures for the disciplinary proceedings
6 applicable to permanent classified employees of the District. Such procedures shall
7 conform to the requirements of the Education Code.

8
9 The Board of Trustees' determination of the sufficiency of the cause for disciplinary
10 action of a classified employee shall be conclusive.

11 No disciplinary action shall be taken for any cause that arose prior to the employee
12 becoming permanent or for any cause that arise more than two years preceding the
13 date of the filing of any charge against the employee, unless the cause was concealed
14 or not disclosed by the employee when it could be reasonably assumed that the
15 employee should have disclosed the facts to the District.

16 **Discipline**

17 No employee in the classified service shall be disciplined because of his/her political or
18 religious opinions or affiliations, or race, color, sex, age, national origin, ancestry,
19 marital status or other category prohibited by law.

20 The Board of Trustees retains broad discretionary powers in the matters of imposition of
21 disciplinary actions on classified employees. A permanent classified employee of the
22 District shall be accorded rights to due process in relation to disciplinary actions.

23 **Probationary Dismissal**

24 At any time prior to the expiration of the probationary period, the Board of Trustees may,
25 at its sole discretion, dismiss a probationary classified employee from District
26 employment without cause. A probationary classified employee shall not be entitled to
27 an appeal or to a hearing.

28 **Cause for Discipline**

29 A permanent classified employee shall be subject to disciplinary action for cause
30 including but not limited to demotion, suspension or dismissal from employment.

- 31 The term "cause" shall include, but shall not be limited to the following:
- 32 1) Incompetence or inefficiency in the performance of the duties of the position held.
 - 33 2) Insubordination (including, but not limited to, refusal to do assigned work), or
 - 34 insolence or disrespect toward authority.
 - 35 3) Carelessness or negligence in the performance of duty or in the care or use of
 - 36 District property.
 - 37 4) Discourteous, offensive, or abusive conduct or language toward other
 - 38 employees, students, or the public.
 - 39 5) Dishonesty.
 - 40 6) Possession, consumption, or being under the influence of alcoholic beverages or
 - 41 intoxicants while on duty.
 - 42 7) Unauthorized use or possession during working time of any illegal drugs or
 - 43 controlled substances or prescription drugs for which an employee does not have
 - 44 a valid, current prescription issued to him/her.
 - 45 8) Personal conduct unbecoming an employee of the District, whether or not such
 - 46 conduct amounts to a crime.
 - 47 9) Conviction of a felony or of any crime involving moral turpitude, or any crime
 - 48 bringing discredit upon the District.
 - 49 10) Conviction of a sex offense as defined in Education Code, Section 87010.
 - 50 11) Absence and/or repeated tardiness without authority or sufficient reason.
 - 51 12) Excessive absenteeism and/or tardiness regardless of reason.
 - 52 13) Abuse of leave privileges.
 - 53 14) Falsification or omission of any information supplied or required to be supplied to
 - 54 the District, including but not limited to, information supplied on application forms,
 - 55 employment records, or any other 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
 - 58 or by the Board of Trustees of the 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
 - 67 more days.
 - 68 20) Immoral conduct.
 - 69 21) Evident unfitness for service.
 - 70 22) Conduct in violation of Section 88122 of the Education Code
 - 71 23) Failure to pay bills, resulting in frequent contacts by creditors with the District, to
 - 72 the extent that discipline for such conduct is not prohibited by law.
 - 73 24) Engaging in political activities during assigned hours of duty.
 - 74 25) Inability to meet requirement of job description, including but not limited to,
 - 75 possession of licenses, etc.

76 26)Any conduct that threatens or tends to threaten the welfare and/or the property of
77 the students or employees of the District, including the employee(s) involved in
78 the conduct.

79 Office of Primary Responsibility: Human Resources

Date Adopted: December 10, 2008

Date Revised:

(Replaces former Cerritos CCD Policies 7333, 7334, and 7335)

Human Resources

1 **BP 7600 CAMPUS POLICE**

2 **References:**

- 3 Education Code, Sections 72330 et seq.;
- 4 Government Code, Sections 3300 et seq.

5 The Board of Trustees has established a Campus Police Department under the
6 supervision of one Chief of Campus Police, who shall report directly to the Vice
7 President of Student Services. The department shall have jurisdiction to enforce the
8 law on or near the campus as provided by law and/or mutual aid agreements covering
9 contiguous law enforcement agency territory.

10 Campus police officers shall be employed as members of the classified service but
11 shall, when duly sworn, be peace officers as defined by law. Prior to employment, they
12 shall satisfy the training requirements set out in Penal Code, Sections 830 et seq.

13 The President/Superintendent shall establish minimum qualifications of employment for
14 the Chief of Campus Police including, but not limited to, prior employment as a peace
15 officer or completion of a peace officer training course approved by the Commission on
16 Peace Officers' Standards and Training (POST).

17 The President/Superintendent shall ensure that every sworn member of the police
18 department first employed by the District before July 1, 1999 satisfies the requirements
19 of state law regarding qualifications for continued employment.

20 Every sworn member of the Campus Police Department shall be issued a suitable
21 identification card and badge bearing the words "Cerritos College Police".

22 The President/Superintendent, in cooperation with the Chief of Campus Police, shall
23 issue such other regulations as may be necessary for the administration of the Campus
24 Police Department.

25 Also see AP 7600 titled Campus Police.

26 Offices of Primary Responsibility: Vice President, Student Services
27 Human Resources

Date Adopted: December 10, 2008

Date Revised:

(Replaces former Cerritos College Policies 4300-4302)

General Institution

1 **BP 3505 EMERGENCY RESPONSE PLAN**

2 **References:**

- 3 Education Code, Sections 32282 32280 et seq., 35296, 42140, and 71095;
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~~ plan must incorporate NIMS and SEMS to
17 facilitate the coordination between and among agencies in the event of an emergency
18 or natural disaster.

19 Compliance with NIMS and SEMS mandates include but are not limited to:

- 20 • Establishing a disaster preparedness ~~program~~ procedure or plan, and
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 District must ensure
25 that its employees are in compliance with the disaster service worker legal
26 requirements.

27 The President/Superintendent should ensure that an ICS a Tteam is created to carry out
28 compliance with NIMS and SEMS mandates.

29 Responses to emergencies or natural disasters are organized by SEMS into five
30 categories: field response, local government, operational areas, regions, and the state
31 management level.

32 The plan ~~or program~~ should contain information regarding activation and chain of
33 command responsibilities. Compliance with NIMS mandates requires planning and
34 incorporation for all phases of emergency management including mitigation and

35 prevention, preparedness, response, and recovery. Colleges The District shall ensure
36 that its Emergency Response Plan is updated regularly and ~~must comply~~ complies with
37 NIMS and SEMS to receive state or federal funding.

38 Office of Primary Responsibility: Vice President, Student Services

Date Adopted: December 10, 2008

Date Revised:

Academic Affairs

1 **BP 4106 NURSING PROGRAMS**

2 **References:**

3 Education Code Sections 66055.8, 66055.9, 70101- 70106, 70120, 70124,
4 70125, 70128.5, 78260, 78261, 78261.3, 78261.5, 87482, 89267, 89267.3, and
5 92645;
6 Title 5 Sections 55060, et seq. and 55521;
7 Health and Safety Code Section 128050

8 Nursing students who have already earned a baccalaureate or higher degree from a
9 regionally accredited institution of higher learning are not required to complete any
10 general education requirements that may be required for an associate degree. Instead,
11 these students only need to complete the coursework necessary for licensing as a
12 registered nurse.

13 The District shall utilize published criteria when screening students for admission to the
14 nursing program.

15 Office of Primary Responsibility: Vice President, Academic Affairs

Date Adopted: June 18, 2008

Date Revised:

Tiffany LaShawn Woolfolk

Tiffany LaShawn Woolfolk, Cerritos College Student, congratulated Mr. Grimaldo on his new position as student trustee. She also thanked Dr. Hughlett for being awarded a scholarship.

VII. CONSENT AGENDA

It was moved by Mr. Arthur and seconded by Dr. Hughlett to approve the consent agenda and addendum. The vote for approval was unanimous.

- A. Approved to Provide Compensation to Ms. Avalos for Absence from the May 20 Board Meeting.
- B. Accepted gifts with letters of thanks to the following:
 - 1000 lbs of metal
 - Donated by: CTL Refrigerations
479 Nigus Street
Brea, CA 92821
- C. Approved Citizens' Bond Oversight Committee Membership, as attached.
- D. Accepted Chancellor's Office Economic and Workforce Development Grant, as attached.
- E. Approved Notice of Completion for Bid 0708-04, Campus Wide Boiler Replacement, as attached.
- F. Approved Budget Extensions and Budget Transfers, as attached.
- G. Approved Contracts, as follows:
 - License
RENEWAL
 - 1. Los Angeles County Office of Education (LACOE)
Use of Software for LACOE'S Human Resource System (HRS) & Financial System (FS) Information Business Services
For Non-exclusive use of personal computer proprietary software products in connection with LACOE's Human Resources System (HRS) and Financial System (FS) to provide districts with the capability of downloading information from these systems to District Personal Computers. The renewal period will be July 1, 2009 through June 30, 2014. Total cost will be \$13,152 per year for a total contract amount of \$65,760.00 with funding from the Fiscal Services department.
 - Services
RENEWAL
 - 2. Chicago Harv's
 - 3. Cotti Foods dba Taco Bell
Food Vendor Stands
Purchasing
To supersede their existing agreements for food service on campus. For period July 1, 2009 through June 30, 2014. The monthly commission is 10% of gross sales plus 1% for maintenance of the area.
- H. Approved Minimum Qualifications and Local Standards by Discipline, as attached.

- I. Approved and/or ratified Resignation(s) Accepted by the President/Superintendent, as follows:

Beale, Darryl K. Professor (Psychology Department), effective July 3, 2009

Added by addendum:

Krause, Judith, Child Development Teacher (Child Development Center), effective July 1, 2009

O'Rourke, Daniel M., Acting Director of Human Resources (Human Resources Department), effective September 30, 2009

- J. Approved Employment of 2009 Summer Session Faculty Personnel, as attached.
- K. 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 the Associated Students Cerritos College (ASCC) Financial Report for the Period Ending March 31, 2009.
- B. Mr. Epple opened discussion regarding the Presidential Search process. He indicated that the question of participation in voting by board members who have not been present for all of the official final level interviews must be determined by a policy of the Board. He recommended that the following emergency unnumbered Board Policy be adopted:

"Each Board member who votes for the employment of a President/Superintendent shall have been present for all interviews by the District Governing Board of all candidates interviewed by the Board for this position."

Mr. Jackson motioned to adopt the aforementioned emergency unnumbered Board Policy. Dr. Hughlett seconded the motion and the vote for approval was unanimous.

The Board then discussed the schedule for each of the five finalists in the President/Superintendent search. There was much discussion regarding campus-wide forums with each finalist as well as the finalist interviews with the Board. After much discussion, Dr. Hughlett motioned to approve a revised schedule for the President/Superintendent Search, as attached. The vote for approval was 6-1-0; Mr. Arthur voted no.

IX. REPORTS

- A. Board of Trustees
Dr. Cho stated that she was glad that Talon Marks may continue to stay in print.
Ms. Avalos stated that she was also glad that a solution was reached regarding Talon Marks. She added that it is a very difficult time to be an elected official and added that they want to do what is right.
Dr. Hughlett stated that while it was positive that a solution was

reached regarding the Talon Marks issue, he was concerned that it may give a negative perception that the best way to address a change to a program is to address the Board directly. He stated that he hoped that interaction with the Board was not a direct influence on the resolution process. Dr. Hughlett stated that he enjoyed the Classified Awards Ceremony. He also acknowledged Craig Breit for doing an excellent job as chair of the Presidential Search Committee.

Mr. Epple agreed with Dr. Hughlett and stated that individuals should work with the administration if they have concerns regarding programs on campus. He added that the solution regarding Talon Marks was good because the class was not compromised.

Mr. Arthur acknowledged Craig Breit for his leadership as chair of the Presidential Search Committee as well as the members of the committee for their hard work and dedication.

Mr. Grimaldo indicated that he spoke with many Talon Marks students and felt that they are very dedicated to the newspaper.

B. Faculty and Staff Leadership

Dr. Reece stated that a study of the Habits of Mind campaign has shown that students are improving their study habits through the techniques that are being presented. He added that formal results are being prepared. He thanked Dr. Jan Connal for taking the lead on the research project. Dr. Reece indicated that the first draft of a Title V grant applications is currently being reviewed. He applauded Laurie Kristinat, Dr. Stephen Clifford and Cheryl Shimazu for their efforts to complete the application.

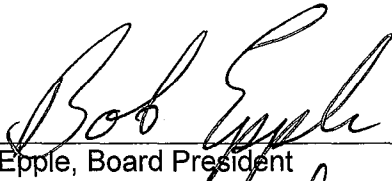
Ms. Laughon indicated that the Classified Awards Ceremony was well-attended and thanked Dr. Hughlett and Mr. Jackson for attending the event. She stated that Craig Breit did a great job as chair of the Presidential Search committee. She added that she didn't get to see back-up documentation regarding changes to the schedule for the finalists in the Presidential Search before the Board meeting and hoped to receive more information in the future. Mr. Epple apologized for not providing copies to everyone in advance and noted that there were many changes in the documents between staff and legal counsel that were occurring until just before the Board meeting.

C. Acting President/Superintendent and Vice Presidents

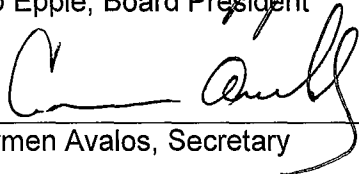
Mr. Farmer acknowledged Dr. Brock and Dr. Connie Mayfield for working on the Talon Marks issue. He added that Talon Marks now has to meet the same enrollment requirements as other courses. Mr. Farmer indicated that he sent a letter of support to Assemblymember Warren Furutani regarding a property tax backfill initiative for community colleges. He indicated that budget information continues to change daily. He stated that he has been participating in weekly teleconferences with the League and CEOs in the state. He added that there are beginnings of a lobbying position among all community colleges and stated that he will keep the Board and campus informed.

Dr. Brock indicated that summer classes at Cerritos College are full and noted that many surrounding colleges have drastically reduced their offerings of summer classes. She indicated that the college will need to reduce course offerings in the Fall and Spring.

- X. CLOSED SESSION The Board adjourned to closed session at 7:16 p.m.
- XI. RECONVENE The Board reconvened at 7:47 p.m.
- Read Out Mr. Arthur reported that in closed session the Board of Trustees took action to approve the contract for employment of Mr. Victor Collins as the Interim Director of Human Resources with employment to be effective beginning July 1, 2009. The vote for approval was unanimous.
- XII. ADJOURNMENT The meeting was adjourned at 7:48 p.m.
- XIII. NEXT REGULAR MEETING The next regular meeting of the Board of Trustees is scheduled for Wednesday, June 24, 2009 at 6:00 p.m.



Bob Epple, Board President



Carmen Avalos, Secretary

CERRITOS COLLEGE

TO: Board of Trustees
FROM: Mr. William C. Farmer, Jr., Acting President/Superintendent *WCF*
PREPARED BY: Daniel O'Rourke, Acting Director of Human Resources *DO*
DATE: June 3, 2009
SUBJECT: **Presentation of Initial Proposal for Renegotiation of Items for the 2009-2010 Fiscal Year Submitted by Cerritos Community College District for Negotiations with California School Employees Association (CSEA) and its Cerritos College Chapter #161 for Official Receipt and Public Notice/Hearing**

RECOMMENDATION

It is recommended that:

1. The attached initial proposal from the District for renegotiation of items for the 2009-2010 fiscal year with CSEA, Chapter #161, 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 submits the attached initial proposal for renegotiation of items for the 2009-2010 fiscal year with CSEA, Chapter #161, pursuant to the provisions of the existing CSEA-District Collective Bargaining Agreement.

ANALYSIS

Attached is the initial proposal submitted by the District for renegotiation of items for the 2009-2010 fiscal year, pursuant to the provisions of Articles 2.4.1 and 28 of the CSEA-District Collective Bargaining Agreement. CSEA's initial proposal to the District for 2009-2010 renegotiations was presented to the Board of Trustees for public notice/hearing at the May 6, 2009 Board Meeting.

FINANCIAL IMPLICATIONS

Financial impact is contingent on the results of negotiations.

Attachment

CERRITOS COLLEGE

MEMORANDUM

TO: CSEA, Chapter #161
FROM: District's Negotiation Team
DATE: June 3, 2009
SUBJECT: **District's Initial Proposal for Renegotiation of Items Between California School Employees Association (CSEA), Chapter #161 and the Cerritos Community College District for the 2009-2010 Fiscal Year.**

The District's initial proposal for renegotiation of items for the CSEA-District Collective Bargaining Agreement for the 2009-2010 fiscal year is as follows:

1. ARTICLE 5 – COMPENSATION:
Determine salaries for classified bargaining unit employees effective July 1, 2009
2. ARTICLE 6 – HEALTH AND WELFARE BENEFITS:
Determine and specify provisions for District health and welfare benefit plans for eligible bargaining unit employees and retirees.

CERRITOS COLLEGE

REVISED

TO: Board of Trustees
FROM: William C. Farmer Jr., Acting President/Superintendent *WCF*
DATE: June 3, 2009
SUBJECT: **Consideration of Approval of Citizens' Bond Oversight Committee Membership**

RECOMMENDATION

It is recommended that the Board approve the membership of Jeanne McHatton (community member-at-large), John Moore (senior citizen's organization member), Oscar Franco (student member) and George Gordon (support organization member) effective June 4, 2009.

OVERVIEW

According to the adopted Citizens' Bond Oversight Committee Bylaws, the Board of Trustees must approve the membership to this committee. The committee consists of a minimum of seven (7) members: one student enrolled and active in a community college support group, such as student government; one member active in a business organization representing the business community located in the District; one member active in a senior citizen's organization; one member active in a bona-fide taxpayers association; one member active in a support organization for the college, such as a foundation; and two members of the community-at-large.

ANALYSIS

There is a vacancy on the Citizens' Bond Oversight Committee for the following members: community-at-large, senior citizen's organization, support organization, and student member. The following individuals have expressed interested in serving on the committee as follows:

Mrs. Jeanne McHatton is interested in serving as a community-at-large member. She resides in the community and served as a previous member on this committee.

Mr. John Moore is interested in serving as a senior citizen's organization member. He is a former trustee of Cerritos College and a member of AARP.

Mr. Oscar Franco is interested in serving as a student member. He is the current President of the Associated Students of Cerritos College (ASCC).

Mr. George Gordon is interested in serving as a support organization member. He currently serves on the Cerritos College Foundation Board and is a realtor/co-owner of Century 21 in Downey.

FINANCIAL IMPLICATIONS

No financial impact.

000279

CERRITOS COLLEGE

TO: Board of Trustees
FROM: William C. Farmer, Jr., Acting President/Superintendent *WCF*
REVIEWED BY: Marilyn Brock, Interim Vice President of Academic Affairs *MB*
PREPARED BY: Nick Kremer, Executive Dean Community, Industry and Technology Education
Tom Molyneux, Director of Economic Development
DATE: June 3, 2009
SUBJECT: Consideration of Acceptance of Chancellor's Office Economic and Workforce Development Grant

RECOMMENDATION

It is recommended that the Board of Trustees approve the acceptance of the 2008-2009 Responsive Training Fund for Incumbent Workers Grant in the amount of \$147,061.

OVERVIEW

The Chancellor's Office of the California Community Colleges operates Economic Development Programs that award workforce development grants through a competitive application 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 a Responsive Training Fund grant to provide incumbent workers in the state's burgeoning wind power industry with training in the high-need area of wind turbine blade repair. 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. This includes project development, marketing and dissemination, instructional materials development and training delivery. The grant will require training 70 incumbent workers. The term of this grant shall be from June 1, 2009 to and including June 30, 2010.

FINANCIAL IMPLICATIONS

Cerritos College will receive \$147,061. The funds will be used to pay Cerritos College staff time and other expenses as required to meet the goals of the grant. No district general funds will be used.

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: June 3, 2009
SUBJECT: **Consideration of Approval of Notice of Completion for Bid 0708-04,
Campus Wide Boiler Replacement**

RECOMMENDATION

It is recommended that the Board of Trustees approve the Notice of Completion for Southern California Boiler for the Campus Wide Boiler Replacement at Cerritos Community College District as presented.

OVERVIEW

The District issued a contract to Southern California Boiler on January 17, 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 May 6, 2009. 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 \$1,332,956.00.

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: Campus Wide Boiler Replacement, Bid #0708-04 contract for the doing of which was heretofore entered into on the 17th day of January, 2008 which contract was made with Southern California Boiler, contract number #C07-1079, as contractor; that said improvements were completed on the 6th day of May, 2009, and accepted by formal action of the governing board of said DISTRICT on the 3rd day of June, 2009; 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 Suretec Insurance Company.

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

000282

BUDGET TRANSFERS FOR JUNE 3, 2009

01.0 FUND-GENERAL FUND-UNRESTRICTED

FROM

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	(550)
CAPITAL OUTLAY	\$	
CONTINGENCY	\$	

TOTAL

\$ (550)

TO

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	550
OTHER CONTRACT EXPENSES AND SERVICES	\$	
CAPITAL OUTLAY	\$	
OTHER OUTGO	\$	

TOTAL

\$ 550

Transfers: Between object codes

Self Balancing: No effect on ending balance

Number of Transfer Requests: One (1)

Divisions/Departments/Programs:

Fiscal Services

000283

BUDGET TRANSFERS FOR JUNE 3, 2009

69.0 FUND-STUDENT HEALTH SERVICE FUND

CONTINGENCY TRANSFERS

FROM

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	
CAPITAL OUTLAY	\$	
		<hr/>
TOTAL	\$	
		<hr/> <hr/>

TO

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	
CAPITAL OUTLAY	\$	
CONTINGENCY	\$	14,500
		<hr/>
TOTAL	\$	14,500
		<hr/> <hr/>

Transfers: To establish budget for Student Health Service for key card. Funds come from beginning balance/contingency.

Number of Transfer Requests: One (1)

Divisions/Departments/Programs:
Student Health Services

000284

APPROPRIATION TRANSFER ANALYSIS FOR JUNE 3, 2009

Revenue:

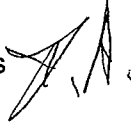
00000.0-00000-74500-8629-0000000 (01.3 Fund) State-Faculty & Staff Diversity Increase budget to the appropriate allocation	\$	2,051
00000.0-00000-75270-8629-0000000 (01.3 Fund) State-Teach Prep Pipeline #2 To allocate income for salaries and associated fringe benefits, supplies; advertising; contracted services; equipment		25,000
00000.0-00000-75300-8629-7090000 (01.3 Fund) State-Enrollment growth for Associate Degree Nursing Program To allocate income for salaries and associated fringe benefits, supplies; equipment; travel and conference; payment to/for students		174,537
00000.0-00000-75900-8190-1305700 (01.3 Fund) Fed-Foster & Kinship Care Education Increasing the revenue and expense due to an increase in funding		2,801
00000.0-00000-73450-8629-0000000 (01.3 Fund) State-2006/2007 One-Time Articulation Reallocation To allocate income for salaries and associated fringe benefits		4,000
00000.0-00006-76500-8690-1305700 (01.3 Fund) State-Kinship Education, Preparation & Support To close revenue of 2007-08 carry over. Income sitting in fund balance.		(58,896)
	TOTAL: \$	<u>149,493</u>

Expenditures:

00000.0-00000-76500-4590-1305700 (01.3 Fund) To adjust the Carry Over budget.		(8,594)
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000285

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: June 3, 2009
SUBJECT: CONSIDERATION OF APPROVAL OF CONTRACTS

RECOMMENDATION

It is recommended that the Board of Trustees approve the contracts submitted below.

OVERVIEW

The District annually contracts with various individuals, commercial firms and other governmental agencies for purposes of procuring or providing a variety of services.

ANALYSIS

LICENSE – RENEWAL

1. **LOS ANGELES COUNTY OFFICE OF EDUCATION (LACOE)
USE OF SOFTWARE FOR LACOE'S HUMAN RESOURCE SYSTEM (HRS) AND FINANCIAL
SYSTEM (FS) INFORMATION**

Requested by: Lola Rizkallah, Director of Fiscal Services

Purpose: To renew the agreement with the Los Angeles County Office of Education (LACOE) who entered into a contract with Hess & Associates for Non-exclusive use of personal computer proprietary software products in connection with LACOE's Human Resources System (HRS) and Financial System (FS) to provide districts with the capability of downloading information from these systems to District Personal Computers.

Period: The renewal period will be July 1, 2009 through June 30, 2014.

Financial Implications: The cost to the District will be \$13,152.00 per year for a total contract amount of \$65,760.00. Funding will come from the Fiscal Services department.

SERVICES – RENEWAL

2. **CHICAGO HARV'S**
3. **COTTI FOODS dba TACO BELL
FOOD COURT VENDOR**

Requested by: Jenney Ho, Director of Purchasing

Purpose: The District wishes to enter into a new agreement with Chicago Harv's and Cotti Foods dba Taco Bell to supersede their existing agreement for food service on campus.

Period: The time period will be from July 1, 2009 through June 30, 2014.

Financial Implications: The vendor shall pay a 10% of gross sales for monthly commission and 1% of gross sales for maintenance of the common area. The vendor shall reimburse the District for the cost of utilities.

CERRITOS COLLEGE

TO: Board of Trustees

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

REVIEWED BY: Dr. Marilyn Brock, Interim Vice President of Academic Affairs

PREPARED BY: Dr. Bryan Reece, Faculty Senate President, and *Bill*
Adriana Flores-Church, Assistant Director of Human Resources *Adriana*

DATE: June 3, 2009

SUBJECT: **Consideration of Approval of Minimum Qualifications and Local Standards by Discipline .**

RECOMMENDATION

It is recommended that the Board of Trustees approve the list of Minimum Qualifications and Local Standards by Discipline as developed by the faculty and approved by the Faculty Senate and the Hiring Standards Committee.

OVERVIEW

Education Code §87356 requires the Board of Governors to adopt regulations to establish minimum qualifications for service as a community college faculty member. Subsection (b) of §87357 requires the Board to issue a list of disciplines that is to be distributed to the districts "for their use in applying the minimum qualifications for service." Section 4 (s) (4) of AB 1725 states that "colleges may establish criteria for hiring which go well beyond the minimum qualifications set by regulation." Therefore, the faculty may adopt local hiring standards which are higher than the State mandated minimum qualifications.

In 1993, the Cerritos College Board of Trustees approved the hiring standards and equivalencies for approximately 1300 courses presented by the Faculty Senate. In December 2003, the State Chancellor's Office issued a legal opinion (L 03-28) stating that a district is not authorized to establish a single course equivalency as a substitute for meeting minimum qualifications in a discipline. Consequently, the hiring standards originally done by course needed to be written by discipline.

ANALYSIS

Over the past six months, the Faculty Senate, the Hiring Standards Committee, Academic Affairs, and Human Resources, have been working on reviewing the departments' minimum qualifications and local standards originally approved by course. Faculty had the opportunity to review their disciplines' qualifications and made recommendations to stay with the state minimum qualifications or, in some disciplines, to keep or add local standards for the entire discipline.

The Hiring Standards Committee reviewed the recommendations made by each department and worked with those who needed clarifications. On March 17, 2009, the Hiring Standards Committee approved the attached list and placed it on the February 28, 2009 Faculty Senate agenda. The Faculty Senate twice tabled the item to seek faculty confirmation of the recommended changes. On May 12, 2009, the Faculty Senate approved the list unanimously. The attached list of Minimum Qualifications and Local Standards by Discipline is submitted for approval.

000287

FINANCIAL IMPLICATIONS

No additional financial impact.

Attachment



Consideration of Approval of Minimum Qualifications and Local Standards

Disciplines which would be using the State Minimum Qualifications

Accounting	Electronics	Nursing
Architecture	Emergency Medical Tech	Office Technologies
Art	Engineering	Pharmacy Technology
Auto Body Technology	ESL	Philosophy
Automotive Technology	Foreign Language	Photography
Banking & Finance	Geography	Physical Education
Biological Sciences	Graphic Design	Physical Sciences
Business	Health	Physical Therapy Assisting
Carpentry	Health Care Ancillaries	Physics/Astronomy
Chemistry	History	Plastics
Child Development/ECE	Humanities	Political Science
Coaching	Insurance	Psychology
Computer Information Syst	Interdisciplinary Studies	Reading
Cosmetology	Journalism	Sign Language
Court Reporting	Law	Sociology
Culinary Arts	Library Science	Speech
Dance	Machine Tool Technology	Speech-Lang Pathology Asst
Dental Assisting	Manufacturing Technology	Theatre
Dental Hygiene	Mass Communications	Welding
Earth Science	Mathematics	Women's Studies
Education	Music	

Disciplines which would have Local Standards

Administration of Justice	Counseling	Paralegal (Legal Assisting)
Anthropology	Economics	Real Estate
Athletic Training	Engineering Support	
Broadcasting Technology	English	

Administration of Justice

Bachelor's degree in administration of justice, criminal justice, criminology, law enforcement, police science or public administration, with a minimum of 24 semester units of coursework in criminal justice, from an accredited college or university; AND a minimum of ten (10) years of full-time paid professional work experience in a public, general service, law enforcement agency at the state or local level within the past five (5) years.

Law degrees (LL.B, LL.M, J.D. and S.J.D.) are NOT considered equivalent to the above degrees.

Anthropology

Master's or Ph.D. in anthropology or archaeology OR the equivalent.

Athletic Training

Master's degree in athletic training, kinesiology, physical education, exercise science, physiology of exercise, adapted physical education, health education, dance, life sciences, recreation, or physical therapy, OR the equivalent; AND is a certified athletic trainer (ATC).

Broadcasting Technology

Bachelor's degree in a related field and two years of experience.

Counseling

Master's in counseling, rehabilitation counseling, clinical psychology, counseling psychology, guidance counseling, educational counseling, social work, career development, marriage and family therapy, or marriage, family and child counseling, OR the equivalent; AND a minimum of six months of counseling experience in an educational setting to represent a minimum of 450 hours which may include paid or unpaid field work.

Economics

Master's in economics or the equivalent.

Engineering Support

Bachelor's degree or higher in engineering technology and two years of experience OR Associate in Arts degree in engineering design technology and six years of experience OR the equivalent.

English

Master's degree or MFA or PhD. or ABD in English, literature, comparative literature, or composition; OR Bachelor's in any of the above AND Master's in linguistics or creative writing; OR the equivalent.

Paralegal (Legal Assisting)

A JD or LLB degree from a California accredited law school, OR a JD or LLB degree from an ABA accredited law school in another state AND an active member of the California State Bar with at least 2 years of related work experience as an attorney; OR graduation from an ABA approved paralegal program AND a BA degree AND at least 2 years of related work experience as a paralegal after graduation from the ABA approved paralegal program.

Real Estate

Any Bachelor's degree and two years of experience, OR any associate degree and six years of experience; AND a current salesperson's real estate license, a broker's license or an appraisal license .

LIBERAL ARTS

Part-Time Instructors

			Salary	
Name		Discipline	Placement	Rate
Yoneshige	Hope	ESL	B5	60.33
Daly	George	English	B5	60.33

SCIENCE, ENGINEERING & MATHEMATICS

Part-Time Instructors

			Salary	
Name		Discipline	Placement	Rate
Dunham	John	Mathematics	A1	48.83

STUDENT SERVICES

Part-Time Instructors

			Salary	
Name		Discipline	Placement	Rate
Bond	Katherine	DSP&S	A1	48.83

FACULTY HOURLY - COMMUNITY, INDUSTRY & TECHNOLOGY EDUCATION

Part-Time Instructors

			Salary	
Name		Assignment	Placement	Rate
Edrosa	Edward	Apprenticeship	B1	48.83
Esquer	Joseph	Apprenticeship	B5	60.33
Jefferson	Amos	Apprenticeship	A1	48.83
Pedroza	Art	Apprenticeship	A2	51.71
Ramos	Dolores	Adult Education	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

Pavelski, Charles	Aide-General (Traffic Control Officer)	\$8.00/hr	02/27/09
Barroga, Jurizz	Aide-General (Counselor)	\$8.00/hr	04/13/09
Fuimaono, Shaun	"	"	"
Garcia, Richard	"	"	"
Gonzales, Diana	"	"	"
Lee, Audwin	"	"	"
Maloney, Travis	"	"	"
Marmolejo, Ruben	"	"	"
Umana, Yesenia	"	"	"
Vasquez, Karla	"	"	"
Rodriguez, Lizzette	Program Assistant I	\$9.99/hr	03/25/09
Perez, Fabiola	Special Populations Coordinator	\$16.41/hr	02/25/09
Carter, Anthony	Cont. Ed. Specialist (Business Tech.)	\$50.52/hr	03/30/09

Presented to the Board of Trustees 6/03/09

CERRITOS COMMUNITY COLLEGE DISTRICT
MINUTES OF THE SPECIAL MEETING
OF THE BOARD OF TRUSTEES
JUNE 19, 2009

- I. CALL TO ORDER The meeting was called to order at 8:05 a.m. by Mr. Epple, the Board President. Those present were:
- Mr. Bob Arthur Mr. Bob Epple
Dr. Tina Cho Dr. Bob Hughlett
Dr. Ted Edmiston Mr. Tom Jackson
- Ms. Carmen Avalos was not present.
- II. PLEDGE OF ALLEGIANCE The flag salute was led by Mr. Arthur
- III. PUBLIC PRESENTATIONS There were no public presentations.
- IV. CLOSED SESSION The Board adjourned to closed session at 8:06 a.m.
- V. RECONVENE The Board reconvened to open session at 8:22 p.m.
- VI. ADMINISTRATIVE MATTERS A. It was moved by Dr. Hughlett and seconded by Mr. Arthur to conduct site visits for Presidential finalists Dr. Mark Zacovic and Dr. Linda Lacy. The vote for approval was unanimous.
- Mr. Epple stated that members of the Site Visit Team will include three Board representatives, chair of the First Level Committee for Presidential Search, an administration representative, an ACCME representative, a Faculty Senate representative, a CCFF representative, a Classified representative, a Confidential representative, a student representative and a community representative.
- VII. ADJOURNMENT The Board adjourned the meeting at 8:39 p.m.
- VIII. NEXT MEETING The next regular meeting of the Board of Trustees is scheduled for Wednesday, June 24, 2009 at 6:00 p.m.



Bob Epple, President



Dr. Bob Hughlett, Vice President

Nursing and Allied Health Programs, as attached.

- D. Authorization for District Administration to Negotiate and Enter into an Agreement for Electrical Services for the Cerritos Community College District, as attached.
- E. Civic Center Event Managers, as attached.
- F. Civic Center Facility Use Rates, as attached.
- G. Resolution #09-07 Membership and Conference List for 2009-2010, as attached.
- H. Resolution No. #09-08 to Authorize Temporary Interfund Cash Borrowing for the District for Fiscal Year 2009-10, as attached.
- I. Cash Borrowing Resolution No. #09-09 for Temporary Transfers from the Los Angeles County Treasurer, as attached.
- J. Resolution #09-10 District Appropriations Limit for 2009-10 per Article XIII-B of the California Constitution (GANN LIMIT), as attached.
- K. Authorize the Los Angeles County Superintendent of Schools to make Budget Appropriation Transfers as needed at the close of the school year 2008-09 per Education Code 85201, as attached.
- L. Budget Extensions and Budget Transfers, as attached.

M. Contracts, as follows:

License

RENEWAL

1. The College Entrance Examination Board
Accuplacer Online
Career Services

For the Accuplacer Online System. This service provides the reading and writing assessments for students. For period July 1, 2009 through June 30, 2010. Total cost to the District depends on the number of students tested. The budgeted total is \$35,000. Funding will come from the Counseling Division.

Medical

AMENDMENT

2. Pioneer Medical Group, Inc.
Student Health Services Physician
Student Health Services

To provide a qualified physician to perform medical services for students, staff and faculty. For period July 1, 2009 through June 30, 2011. Pioneer Medical Group will receive \$75.00 per hour with a not-to-exceed amount of \$35,000. Funding will come from Student Health Services.

Services

RENEWAL

3. Los Angeles County Office of Education (LACOE)
County Financial Services
Fiscal Services

To renew the annual agreement with the Los Angeles County Office of

N. Resignation Accepted by the President, as follows:

Grover, Patrick, Custodian (Facilities Department), effective June 30, 2009

Added by addendum:

Arana, Olivia, Intermediate Typist Clerk (Health Occupations Division), effective July 9, 2009

Kastan, Cynthia, Professor (Art Department), effective July 1, 2009

O. Employment of Full-Time, Hourly, and/or Substitute Faculty Employee(s):

Soto, Armando, Counselor (Counseling Division), @ B-10 (\$85,388.40/annual), 12-School Month Contract, effective July 1, 2009

P. Employment of 2009 Summer Session Faculty Personnel, as attached.

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

Added by addendum:

Secretary Clerk @ 27-5 (\$3,707.00 per month) effective July 13, 2009: Monique Rodriguez (HPE/Athletics)

VII. ADMINISTRATIVE MATTERS

A. As information, the Board book contained the Citizens' Bond Oversight Committee Chair's Report to the Board of Trustees per Committee Bylaws, Section 3.3 (a) and (b).

B. Dr. Albanese made a presentation on the 2009-10 proposed tentative budget. After discussion and questions from the Board, Mr. Epple thanked him for the presentation.

C. It was moved by Mr. Arthur and seconded by Dr. Edmiston to approve the Tentative Budget for the 2009-10 Fiscal Year, as attached. The vote for approval was unanimous.

D. It was moved by Mr. Arthur and seconded by Dr. Edmiston to Adopt Revised Board Policy 2431 – President/Superintendent Selection, as attached. Dr. Cho stated that she hopes in the future that the presidential search process will be an inclusive process that doesn't subconsciously exclude board members. Mr. Epple stated that the Board made its best effort to ensure that the process was inclusive, which is why the emergency policy was approved on June 3 so that the requirements for participation in the process were understood in advance. He added that he is certain that the Board will continue to have an inclusive and transparent process. The vote for approval was unanimous.

E. It was moved by Mr. Arthur and Mr. Jackson to approve Cerritos College's Five-Year Construction Plan (5YCP). Mr. Riffle explained that even though there is no money coming from the state for these

projects, the college must still submit a five-year construction plan so the state can include the figures in the budget. He added that a few of the projects have moved up in the list because the college wasn't funded for the Burnight Theatre this year. The vote for approval was unanimous.

- F. Mr. Epple opened discussion regarding Conference and Travel for Board of Trustees. There was discussion regarding the need to reduce the travel budget for the Board of Trustees during this period of financial difficulty. It was moved by Dr. Hughlett and seconded by Mr. Arthur to reduce the conference budget of the Board of Trustees by 75%. The vote for approval was unanimous.
- G. Mr. Epple proposed that the Board consider scheduling a meeting to evaluate the Acting President and to complete the Board's self-evaluation. After discussion regarding the Board's availability, the Board agreed to work with the Secretary to the President/Superintendent to determine a date when all Board members are available.
- H. There were no items to discuss regarding the Presidential Search Process.

VIII. REPORTS

A. Board of Trustees

Mr. Jackson distributed the program for the Pharmacy Technician Graduation. He indicated that he attended the Adult Education Graduation Ceremony for the Norwalk-La Mirada Unified School District. He added that he heard many great stories from graduating students. He concluded by thanking Jeanie McHatton for her work on the Citizen's Bond Oversight Committee as well as her work as the community representative on the Presidential Search Committee.

Dr. Cho thanked Mr. Farmer for doing an incredible job as Acting President. She stated that the Board met on June 19 and had a very fruitful meeting. She added that the candidates for President/Superintendent were outstanding and that there were divergent comments from all constituent groups.

Ms. Avalos apologized for not being able to participate in the interviews for the President/Superintendent due to a family emergency.

Dr. Hughlett stated that the input from the campus community regarding the finalists for the Presidential search was looked at by members of the Board. He added that their input was definitely a part of the process. He stated that he attended a recent Planning and Budget Committee meeting and added that the process was open and transparent.

Dr. Edmiston stated that he and Mr. Farmer attended a recognition ceremony for Ginger Shattuck, who retired as Superintendent from the Norwalk-La Mirada Unified School District.

Mr. Grimaldo stated that the ASCC Welcome Day Lunch was

provided by Chik-Fil-A and added that many students attended. He stated that a Red Cross Blood Drive is currently underway on campus.

B. Faculty and Staff Leadership

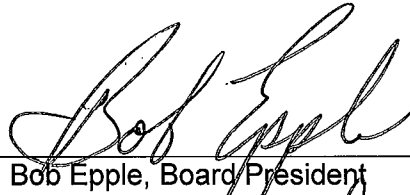
Dr. Reece stated that the President/Superintendent search has gone very well. He stated that he attended a meeting with high school students who will be starting at Cerritos College. He had an opportunity to talk with them about iFalcon and felt that students are excited to come here.

C. Acting President/Superintendent and Vice Presidents

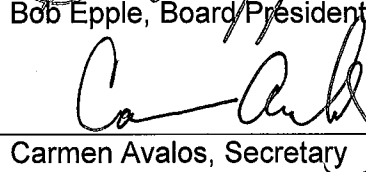
Mr. Farmer stated that middle school students from the Norwalk-La Mirada Unified School District are on campus this week to participate in a math and science academy. He stated that the academy is funded through an NSF Grant in partnership with Cal State Long Beach. He also shared that through the college's partnership with BMW, two electric cars will be arriving on campus on Monday, June 29. People on campus will have an opportunity to drive them and provide feedback to BMW. He concluded by stating that he testified before the Accrediting Commission on June 11 and the college is waiting to hear a response.

Dr. Johnson stated that administrators are watching categorical programs carefully and that everyone is doing their part to monitor the budget. He added that a team spirit is being seen on campus.

- IX. CLOSED SESSION The Board adjourned to closed session at 7:16 p.m.
- X. RECONVENE The Board reconvened at 7:45 p.m.
- Read Out Mr. Jackson reported that in closed session the Board of Trustees approved the employment of Steve Berklite as Instructional Dean, Technology Division on Grade 5 of the Management Salary Schedule, effective July 1, 2009. The vote for approval was unanimous.
- XI. ADJOURNMENT The meeting was adjourned at 7:46 p.m.
- XII. NEXT REGULAR MEETING The next regular meeting of the Board of Trustees is scheduled for Wednesday, July 15, 2009 at 6:00 p.m.



Bob Epple, Board President



Carmen Avalos, Secretary

CERRITOS COLLEGE

TO: Board of Trustees
FROM: William C Farmer Jr, Acting President/Superintendent *WCF*
REVIEWED BY: Dr. Marilyn Brock, *MB* Interim Vice President of Academic Affairs
PREPARED BY: Jenine Mescher Nolan, Dean of Health Occupations *JMN*
DATE: June 24, 2009
SUBJECT: **Consideration of Approval of Stipends for the Enrollment Growth and Retention for Registered Nursing Programs Grant Summer 2009**

RECOMMENDATION

It is recommended that the Board of Trustees approve payment of stipends to nursing faculty members for work to be completed June through September 2009 as stipulated in and funded by the Enrollment Growth and Retention for Registered Nursing Programs Grant.

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, software, videos and clinical simulation to support both clinical and didactic practice
- Assist graduating students to prepare for the National Council Licensure Exam (NCLEX)
- Faculty development work-shop to meet BRN requirement for all faculty in geriatric continuing education
- Creation of Faculty Orientation Manual and media presentation

ANALYSIS

To maximize student success and strengthen retention, Summer 2009 activities include:

- Presentation of workshops designed to increase student retention (\$75 per hour)
- Creation of Acute Care Hospital Chart Review video funded by grant for \$1200
- Development of faculty orientation manual funded by grant for \$1200

FINANCIAL IMPLICATIONS

The following Cerritos College faculty members are to receive stipends for workshop presentations:

- Veloz-Rendon, Lizette \$ 750 student workshop presentations (10 hours)
- Brooks, Kelli \$ 600 student workshop presentations (8 hours)
- Cooke, Melodie \$ 300 student workshop presentations (4 hours)
- Natividad, Rachel \$ 300 student workshop presentations (4 hours)

Creation and taping of an Acute Care Hospital Chart Review video in which students are instructed in how to navigate through hospital charts and find relevant patient data

- Rachel Natividad \$ 1200

Creation of Faculty Orientation Manual

- Dr. Charlene Fobi \$ 1200

Stipends will be paid after work is completed. Enrollment Growth and Retention for Registered Nursing Programs Grant funds 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: Marilyn Brock, Interim Vice President of Academic Affairs *MB*
PREPARED BY: Jenine Nolan, Dean of Health Occupations *JN*
DATE: June 24, 2009
SUBJECT: **Consideration of Approval of Stipends for Chancellor's Office Grant - CTE Equipment for Nursing and Allied Health Programs**

RECOMMENDATION

It is recommended that the Board of Trustees approve payment of stipends to Health Occupations faculty members for work stipulated in and funded by the CTE Equipment for Nursing and Allied Health Programs Grant.

OVERVIEW

CTE Equipment Grant funds are to be used for the following:

- Renovate the Physical Therapist Assistant Lab
- Update existing and purchase additional durable medical equipment utilized throughout Health Occupations curriculum and in the PTA lab
- Develop durable medical equipment (DME) curriculum in the Pharmacy Technician Program
- Develop state mandated continuing education PTA offering
- Fully integrate DME into Health Occupations programs – staff training & scenario development
- Establish career pathways with local high schools/ROPs

The performance period is April 1, 2008 through September 30, 2009.

ANALYSIS

The facility has been renovated and DME equipment purchased. Curriculum development, interdisciplinary scenario development, and development of career pathways activities are in progress. Stipends are to be paid at \$50 per hour and time accountings are required.

FINANCIAL IMPLICATIONS

Hal Malkin –

Restructuring and addition of DME content to Pharmacy Technology curriculum - 5 hours x \$50 = \$250
 Development of career pathway and articulation agreement with SEROP 10 hours x \$50 = 500

Julie Bathke –

Development of "manual therapy" continuing education PTA offering 10 hours x \$50 = \$500

CTE Equipment for Nursing and Allied Health Programs Grant funds 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: Robert K. Riffle, Director of Physical Plant *R.K.R.*
DATE: June 24, 2009
SUBJECT: **Consideration of Approval to Authorize District Administration to Negotiate and Enter into an Agreement for Electrical Services for the Cerritos Community College District**

RECOMMENDATION

It is recommended that the Board of Trustees authorize the Acting Superintendent/President or his designee to enter into an agreement with one of the following for electrical services for the Cerritos Community College District effective on or about July 1, 2009 for the best negotiated rate per kWh (direct access.) 1) the City of Cerritos; 2) Community College League of California (CCLC); and 3) Southern California Edison.

OVERVIEW

Since July 2006, the Cerritos Community College District has been purchasing the Electrical supply from the City of Cerritos. Based on energy deregulation legislation, Cerritos College is also eligible to purchase electricity directly from power companies.

ANALYSIS

The College has received two offers from the City of Cerritos and the Community College League (CCLC). The CCLC offer is approximately \$171,000 less per year than the City of Cerritos. (Edison has not made an offer) In past years, the City of Cerritos has underbid CCLC's offer. The current contract with the City of Cerritos ends June 30, 2009; therefore District Staff needs authority to negotiate the best rate for the District.

FISCAL IMPLICATIONS

Our current direct access rate with the City of Cerritos is \$0.08498 per kWh. It is anticipated that through negotiations the contract for electrical services will result in savings of approximately \$100,000 to \$170,000.

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 *J.A.*
PREPARED BY: Robert K. Riffle, Director of Physical Plant
DATE: June 24, 2009
SUBJECT: **Consideration of Approval of Civic Center Event Managers**

RECOMMENDATION

It is recommended that the Board of Trustees approve the Civic Center Event Managers as presented on the attached page at a rate of \$50.00 per hour, increasing it from \$37.50.

OVERVIEW

The Civic Center Event Managers list and reimbursement rate are periodically reviewed and updated to meet the needs of the District Civic Center Program. This is in compliance with Board Policy 6700 and Administrative Procedure 6700, Education Code, Sections 82537 and 82542.

ANALYSIS

Attached is an updated list of individuals who have agreed to serve as Civic Center Event Managers.

FINANCIAL IMPLICATIONS

No financial impact to the District. The Civic Center Event Manager is reimbursed as a direct cost to the facility renter.

**CERRITOS COLLEGE
CIVIC CENTER EVENT MANAGER LIST**

STADIUM

Leslie Bell
Kenneth Born
Tom Caines
Victor Childress
Refugio Estrada
Stephan Dean Grosfeld
David Krebs
Bryan Leighliter
Denise Marshall
Patricia McKinley
Frank Mazzotta
Luz Ocampo
John Van Gaston
Bernice Watson
Doug Wells
John Goldman
Michael Allen

STUDENT CENTER

Leslie Bell
David Krebs
Denise Marshall
Patricia McKinley
Ngoc Nguyen
Luz Ocampo
Bernice Watson

NON-SPECIFIC AREA

Joe Abing
Leslie Bell
Kenneth Born
Victor Childress
Refugio Estrada
David Krebs
Denise Marshall
Kodee Murray
Bernice Watson

SWIMMING POOL

Joe Abing
Victor Childress
Sergio Macias
Denise Marshall

GYMNASIUM

Leslie Bell
Kenneth Born
Gary Cain
David Krebs
Denise Marshall
Patricia McKinley
Ngoc Nguyen
Luz Ocampo
Teresa Velazquez-Ortega
John Van Gaston
Bernice Watson
Karen Welliver
Jesse Teplitzky

BASEBALL FIELD

Leslie Bell
Ken Gaylord
Charles Griffin
David Krebs
Denise Marshall
Bryan Leighliter

SCOREBOARD OPERATOR

John Van Gaston
John Steele

BURNIGHT CENTER


Etta Walton
Richard Crother
David Ward
Denise Marshall

Updated 6/9/09

000304

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: Robert K. Riffle, Director of Physical Plant
DATE: June 24, 2009
SUBJECT: **Consideration of Approval of Civic Center Facility Use Rates**



RECOMMENDATION

It is recommended that the Board of Trustees approve the Civic Center Facility Use Rates as presented on the attached page.

OVERVIEW

Civic Center Facility Use Rates are periodically reviewed and updated to meet the needs of the District Civic Center Program. This is in compliance with Board Policy 6700 and Administrative Procedure 6700, Education Code, Sections 82537 and 82542.

ANALYSIS

The charge to non-profits wishing to use District facilities are based on the District's out-of-pocket costs. These rates have been recommended for increase for classroom use due to changes in technological sophistication of our classrooms and the increased costs of utilities. In addition, the proposed non-profit Civic Center Facility Use Rates were compared to surrounding community college districts and found to be similar. The rates charged to non-profits are based on cost recovery. In addition to the facility use charge, non-profit groups reimburse the College for services rendered by College staff. This charge is proposed to be based on the total cost of compensation for the employee. The commercial rate structure is double the non-profit rate, and in some cases these rates would be negotiated with the commercial user; but in all cases, according to Board Policy and Education Code, commercial users are required to pay more than our actual cost. Over the years Cerritos College has had very few commercial users. These proposed rates were also compared to surrounding community colleges and found to be similar.

FINANCIAL IMPLICATIONS

No financial impact to the District.

Attachment

CIVIC CENTER FACILITY USE RATES

(All fees for use of college facilities are based on a minimum
4 hour use. Each hour thereafter is pro-rated)

Staffing fees are additional at the employee's overtime rate.

<u>FACILITY</u>	<u>Non-Profit</u>	<u>Commercial</u>
Classroom/Lecture Hall (seating capacity less than 40)	\$160.00.	\$320.00
Classroom/Lecture Hall/Board Room (seating capacity between 40-80)	\$200.00	\$400.00
Classroom/Lecture Hall (seating capacity 80 and above)	\$320.00	\$640.00
Student Center	\$600.00	\$1,200.00
Gymnasium:	\$800.00	\$1,600.00
Stadium – Football:		
Evening with Field House	\$2,140.00	\$4,280.00
Day with Field House	\$1,833.00	\$3,666.00
Evening without Field House	\$2,040.00	\$4,080.00
Day without Field House	\$1,733.00	\$3,466.00
Stadium – Track:		
Track Meets (evening)	\$1,740.00	\$3,480.00
Track Meeting (day)	\$1,594.00	\$3,188.00
Running Track (practice)	\$ 125.00	\$250.00
Burnight Center:	\$300.00	\$600.00
Tennis or Racquetball Courts	\$240.00	\$480.00
Swimming Pool (\$100 per hour)	\$400.00	\$800.00
Fields:		
Baseball Field	\$300.00	\$600.00
Softball Diamond (as is)	\$200.00	\$400.00
Soccer field (as is)	\$150.00	\$300.00
Practice Field/utility	\$100.00	\$200.00

CIVIC CENTER FACILITY USE RATES - CONTINUED

FACILITY

Parking Lot (cleaning fee additional)
Parking fees for Special Events

Non-Profit

\$2.00 per stall

Commercial

\$4.00 per stall

OTHER COSTS

Commercials/Movies
Advertising/Still Photography

Non-Profit

Commercial

\$350.00

\$150.00

CERRITOS COLLEGE
RESOLUTION NO. 09-07

WHEREAS, it is the judgment of this Board that the attendance of members of the Governing Board, administration, faculty, staff members, and students of Cerritos College at certain conferences and conventions is for the benefit of the District,

BE IT THEREFORE RESOLVED THAT members of the Governing Board, administration and other employees as listed herein be authorized to attend the conferences or conventions of their respective associations during the school year 2009-2010, and

BE IT FURTHER RESOLVED THAT the method of travel (when the distance from the college is greater than 135 miles one way) is recommended to be by commercial airline, round trip air-fare shall be via the fastest most economical, most direct route. If less than 135 miles, the reimbursement allowance shall be at the United States Internal Revenue Service standard mileage rate that is in effect as of January 1 of each year for the entire calendar year. The mileage reimbursement to the destination shall not exceed airline fare, and

BE IT FURTHER RESOLVED THAT all conferences and conventions listed herein are subject to administrative approval in advance and are authorized only within funds specifically allocated in the 2009-2010 Adopted Budget, in categorical project funds, and

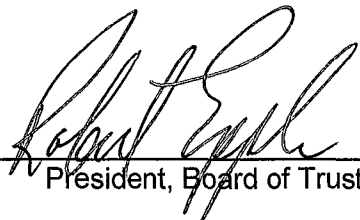
BE IT FURTHER RESOLVED THAT the attached list of conferences and conventions be approved for each attendance at times and places as called.

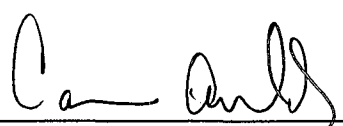
June 24, 2009

AYES: 7

NOES: 0

ABSENT: 0

Signed: 
President, Board of Trustees

Attest: 
Secretary, Board of Trustees

CERRITOS COLLEGE
2009-2010 MEMBERSHIP & CONFERENCE LIST
Resolution Number 09 - 07

Managers, faculty, staff, and students as recommended by the appropriate Vice President and approved by President/Superintendent.

1. Academic Financial Services Association (AFSA)
2. Academic Senate of California Community Colleges
3. Accommodations for Deaf & Hard of Hearing Conference
4. Accounting Educators
5. Accrediting Commission for Community and Junior Colleges
6. Administration of Justice Program at Cal State Universities (Advisory Committee): Fullerton, Los Angeles and Long Beach
7. ADTECH, Inc.
8. Advanced Transportation Technologies Initiative (ATTI) Electric Car Conferences and Seminars
9. Affirmative Action Workshops and Conferences
10. Affirmative Action, Diversity & Equity Consortium (ADDEC-SR)
11. African-American Achievement Conference
12. African-American Women's Conference
13. Air and Waste Management Association
14. Air Association for Institutional Research
15. Air Pollution/Commuter Workshops
16. Alliance Conference
17. Alliance for Community College Innovation (ACCI)
18. Alliance of Schools for Cooperative Insurance Programs (ASCIP)
19. Allied Social Science Association
20. Alpha Gamma Sigma Honor Society - Meetings and Conferences
21. American Academy of Environmental Engineers
22. American Academy of Religion
23. American Academy of Sport Medicine
24. American Alliance for Health, Physical Education, Recreation, and Dance
25. American Anthropological Association
26. American Arbitration Association
27. American Association for Advancement of Science
28. American Association for Women in Community Colleges (AAWCC)

62. American Dental Association (ADA)
63. American Educational Research Association (AERA)
64. American Federation of Television and Radio Artists (AFTRA)
65. American Football Coaches Association National Convention
66. American Heart Association
67. American Historical Association
68. American Institute of Aeronautics and Astronautics (AIAA)
69. American Institute of Biological Sciences
70. American Institute of Chemical Engineers
71. American Institute of Design and Drafting
72. American Institute of Graphic Arts
73. American Library Association
74. American Management Association
75. American Mathematical Association of Two Year Colleges (AMATYC)
76. American Nuclear Society
77. American Orthopsychiatric Association
78. American Philosophical Association
79. American Physical Therapy Association (APTA)
80. American Political Science Association
81. American Production and Inventory Control Society Association (APICS)
82. American Psychological Association
83. American Psychological Society
84. American Society for Information Science
85. American Society for Manufacturing Engineers (ASME)
86. American Society for Metals (ASM)
87. American Society for Microbiology General Meeting
88. American Society for Personnel Administration
89. American Society for Quality Control
90. American Society for Training and Development (ASTD)
91. American Society of Agricultural Engineers
92. American Society of Civil Engineers
93. American Society of Engineering Education
94. American Society of Health System Pharmacists (ASHP)

128. Association for the Advancement of Assistive Technology
129. Association for the Study of Higher Education (ASHE)
130. Association of American Colleges and Universities
131. Association of American Geographers
132. Association of California Community College Administrators (ACCCA)
133. Association of Chief Business Officials of California Community College Districts (ACBO)
134. Association of Chief Human Resources and Affirmative Action Officers
135. Association of College and Research Librarians
136. Association of Community and Continuing Education
137. Association of Community College Trustees
138. Association of Governing Boards of Universities and Colleges (AGB)
139. Association of Higher Education and Disability (AHED)
140. Association of Instructional Administrators (AIA)
141. Association of International Educators Conferences, Workshops, and Seminars (NAFSA)
142. Association of Low Revenue Base Colleges
143. Association of Mexican-American Educators
144. Association of Physical Plant Administrators of Universities and Colleges (APPA)
145. Association of School Business Officials of United States and Canada
146. Association of Woodworking and Furniture Suppliers Conference (AWFS)
147. Athletic Coaches and Training Clinics
148. Autobody Trade and Technical Show
149. Automotive Collision Repair and Refinishing Instructors Coalition
150. Automotive Engine Rebuilders Association
151. Automotive Manufacturers Service Training
152. Automotive Trade and Technical Show
153. Bay Area Bilingual Education League
154. Berkshire Conference on the History of Women
155. Beta Phi Gamma
156. Biofeedback Society of America
157. Biofeedback Society of California
158. Biology Seminars and Workshops
159. Black Caucus of the American Library Association
160. Black Women's Leadership Conference

194. California Association of Public Schools for Court Reporting
195. California Association of Real Estate Teachers (CARET)
196. California Association of School Business Officials (CASBO)
197. California Association of School Psychologists
198. California Association of Student Financial Aid Administrators (CASFAA)
199. California Association of Teachers of English
200. California Association of Teachers of English to Speakers of Other Languages
201. California Association of Vocational Administrators (CAVA)
202. California Association of Women Administrators and Counselors (CAWAC)
203. California Association of Work Experience Educators (CAWEE)
204. California Autobody Association/Autobody Expo
205. California Automotive Teachers Association
206. California Business Education Association (CBEA)
207. California Career Development Association
208. California College Health Nurse Association
209. California College News Media
210. California College Personnel Association
211. California Colleges for International Education (CCIE)
212. California Community College Activity Administrators Association
213. California Community College Administrators of Occupational Education
214. California Community College Annual Anthropology Teachers Conference
215. California Community College Assessment Association
216. California Community College Athletic Association (CCCAA)
217. California Community College Athletic Directors Association
218. California Community College Center for Cooperative Education
219. California Community College Chief Executive Officers Association
220. California Community College Chief Instructional Officers Association
221. California Community College Council/Staff Development
222. California Community College Counselors Association (CCCCA)
223. California Community College Economic Development Network (ED/Net)
224. California Community College Extended Opportunity Program and Services Association
225. California Community College Football Coaches Association (State Meeting) Hall of Fame Induction
226. California Community College Information Systems Officers Association (CCCISOA)

259. California Educational Computing Association
260. California Educational Theater Association
261. California English/Language Arts Framework
262. California Foreign Language Teachers Association
263. California Foundation for Improvement of Employer-Employee Relations (CFIER)
264. California Geographical Society
265. California Humanities Association
266. California Industrial Technical Education Association (CITEA)
267. California Industrial Technical Education Consortium (CITEC)
268. California Journalism Education Coalition
269. California Law Enforcement Telecommunications System (CLETS)
270. California Legislative Conference
271. California Librarians Black Caucus
272. California Library Association
273. California Mathematics Council (CMC)
274. California Medical Instrumentation Association
275. California Newspaper Publishers Association (CNPA)
276. California Organization of Associate Degree Nursing (COADN)
277. California Placement Association
278. California Postsecondary Education Commission
279. California Restaurant Association
280. California School Boards Association
281. California School Library Association
282. California School Nursing Meetings/Seminars
283. California Sociological Association
284. California Speech Association
285. California Speech Communication Association
286. California State Athletic Championships
287. California State Athletic Directors Association
288. California State Board of Licensed Contractors
289. California State Department of Education Los Angeles Area Extended Opportunity Programs and Services (EOPS) Region VII and VIII
290. California State Department of Education Meetings
291. California State Legislative Sessions, Hearings, Committee Meetings and Workshops

- 325. Chamber of Commerce – Downey
- 326. Chamber of Commerce – Hawaiian Gardens
- 327. Chamber of Commerce – La Mirada
- 328. Chamber of Commerce – Lakewood
- 329. Chamber of Commerce – Long Beach
- 330. Chamber of Commerce – Norwalk
- 331. Chamber of Commerce – Palmdale
- 332. Chamber of Commerce - Paramount
- 333. Chamber of Commerce – Santa Fe Springs
- 334. Chamber of Commerce – South Gate
- 335. Chamber of Commerce – U.S. Hispanic
- 336. Chemistry Seminars and Workshops
- 337. Chicano and Latino Youth Leadership Conference
- 338. Chicano/Latino Intersegmental Convocation Conference
- 339. Chief Information Systems Officers Association (CISOA)
- 340. Chief Instructional Officers Board Meeting (CIO)
- 341. Chief Student Services Officers Meetings (CSSO)
- 342. Chrysler Training Sessions and Conferences
- 343. Ciber Conferences and Workshops
- 344. CIMTECH
- 345. Cities in College District (Artesia, Bellflower, Cerritos, Downey, Hawaiian Gardens, Lakewood, La Mirada, Norwalk) Various Functions

- 346. Coastal Zone Management Conference
- 347. Coastline Conference for Women
- 348. Collaborative Applied Technology Education Center (ATEC) Conferences and Meetings
- 349. College and Universities Systems Exchange (CAUSE)
- 350. College Art Association Conference
- 351. College Entrance Examination Board (CEEB)
- 352. College Media Advisers/Associated Collegiate Press
- 353. College Placement Council
- 354. College Reading and Learning Association
- 355. College Reading/Tutorial Association
- 356. College Survival/Study Skills Workshop

390. Conference on College Communication and Composition
391. Conference on Student Success Courses
392. Conference on the Teaching of Philosophy
393. Conference on Visual Literacy
394. Conference on Writing Assessment (National Testing Network in Writing)
395. Conferences, Meetings, and Retreats for Attendance by Members of the President's Cabinet as Approved by the President/Superintendent
396. Conferences, Meetings, and Retreats for Attendance by the Members of the Board of Trustees
397. Conferences, Meetings, and Retreats for Attendance by the President/Superintendent
398. Cosmetology Business America
399. Cosmetology Manufacturers Service Training Seminars
400. Cosmetology Trade and Technical Shows
401. Costume Society Symposium
402. Costume Symposium Rigging Seminar
403. Council for Adult and Experiential Learning (CAEL)
404. Council for Higher Education Accreditation
405. Council for Resource Development
406. Council for the Advancement and Support of Education
407. Council for the Study of Community Colleges (CSCC)
408. Council of Chief Librarians of California Community Colleges
409. Council of the Arts (National Arts Council)
410. Counseling In-Service Workshops
411. County and State Referral Agencies Meetings
412. County Superintendent of Schools Meetings
413. Critical Thinking Conference
414. Culinary Arts' Educators and Administrators Conferences, Workshops, and Seminars
415. Dallas Cowboys Professional Football Team
416. Database Marketing
417. Defense Manufacturing Conference (DMC)
418. Dental Assistant and Dental Hygiene Educators Conferences, Workshops, and Seminars
419. Department of Consumer Affairs
420. Department of Education Title IV Training and Workshops
421. Department of Public Social Services (DPSS)
422. Department of Rehabilitation - Handicapped Program

- 456. Federal Affairs Workshop for Community Colleges
- 457. Federal Bureau of Investigation (FBI) National Academy Training Session
- 458. Federal Title III Conferences and Workshops
- 459. Feminist Majority Foundation
- 460. Financial Aid In-Service Workshops
- 461. Financial Aid Scholarship Meetings, Trainings, Workshops and Conferences
- 462. First Line Instructional Management Conference
- 463. First Year Experience Conference
- 464. Fiscal Standards/Reporting and Accountability Committees
- 465. Fitness Association of America
- 466. Ford Training Sessions and Conferences
- 467. Foreign Language Alliance
- 468. Foster and Kinship Care Educators and Administrators Conferences, Workshops, Trainings & Seminars
- 469. Four County Reading Conference
- 470. Fund Raising Conferences and Workshops
- 471. Funds for Instructional Improvement
- 472. Furniture Manufacturing Association
- 473. Game Developers Conference (GDC)
- 474. Gateway Cities Partnership
- 475. General Motors ASEP College Association
- 476. General Motors Training Session
- 477. Geological Society of America
- 478. Governor's Committee on Employment of the Handicapped (State and Local Meetings)
- 479. Governor's Conference for Women in Business
- 480. Great Teachers Seminar
- 481. Guaranteed Student Loan Workshops
- 482. Hazardous Waste/Toxic Chemicals Workshops and Seminars
- 483. HD Expo and Conference
- 484. Health Education and Welfare Veterans Cost of Instruction Program
- 485. Health Education Workshops and Seminars
- 486. Health Occupations Conferences, Workshops and Seminars
- 487. Health Services Association
- 488. Hewlett-Packard Users In-Service Seminars

522. Intercollegiate Broadcast System (IBS)
523. Intercultural Communication Education Association (ICE)
524. International Association General Motors Auto Education Program (IAGMASEP)
525. International Association General Motors Automotive Service Educational Program (IAGMASEP)
526. International Association of Jazz Educators
527. International Association on Higher Education and Disability
528. International Career Development Conference in Partnership with the California Career Conference (ICDC/CCC)
529. International Communication Association Conference
530. International Conference on College Teaching and Learning
531. International Dance and Exercise Association
532. International Learning Conference
533. International Nurses Association for Clinical Simulation and Learning
534. International Society for Performance and Instruction
535. International Society of Welding Educators (ISWE)
536. Interscience Conference on Antimicrobial Agents and Chemotherapy (ICAAC)
537. Intersegmental Coordinating Council Transfer and Articulation Conference
538. Iron Workers Joint Apprenticeship Committees and Meetings
539. Job Training Partnership Act Conferences, Workshops, and Meetings
540. Joint Educational Transit
541. Journal of the National Collegiate Honors Council (JNCHC)
542. Journalism Association of Community Colleges (State and Southern Section)
543. Keenan and Associates School Seminars
544. Key Productivity Center Workshops
545. Kiwanis Service Organization
546. Korean American Coalition (KAC)
547. Lambda Alpha Epsilon National Fraternity (American Criminal Justice Association/Police Student Conference, National and Regional)
548. Latina Leadership Network (LLN)
549. Latino Immigrant Conference
550. Latino Intersegmental Convocations Conference (LICC)
551. Latino Summit for Education Reform
552. LDI Conference and Trade Show

586. Microsoft Working Connections Conference and Meetings
587. Midsize Enterprise Summit
588. Minority and Diverse Student Conference
589. Minority Student Today
590. Mission Football Conference
591. Modern and Classical Language Association of Southern California
592. Modern Language Association
593. Mountain Pacific Association of Colleges and Employers (MPACE)
594. Multilingual/Multicultural Conference
595. Multimedia and Audio Visual Seminars and Workshops
596. Music Association of California Community Colleges (MACCC)
597. Music Educators National Conference
598. Music Library Association
599. Music Library Association - Southern California Chapter
600. National Academic Advising Association
601. National Art Educators Association (NAEA)
602. National Association for Community College Entrepreneurship (NACCE)
603. National Association for College Admission Counseling (NACAC)
604. National Association for Equal Opportunity Education
605. National Association for the Education of Young Children (NAEYC)
606. National Association of Academic Advisors for Athletics (N4A)
607. National Association of Broadcasters
608. National Association of Campus Activities
609. National Association of Chicano Studies
610. National Association of College Automotive Teachers
611. National Association of College Auxiliary Services (NACAS)
612. National Association of College Stores
613. National Association of College/University Business Officers (NACUBO)
614. National Association of Colleges and Employers (NACE)
615. National Association of Community College Teacher Education Programs (NACCTEP)
616. National Association of Developmental Education
617. National Association of Geology Teachers
618. National Association of Hispanic Journalists

- 652. National Council for Resource Development
- 653. National Council for the Social Studies
- 654. National Council for Workforce Education (NCWE)
- 655. National Council of College Publications Advisors and Associated Collegiate Press
- 656. National Council of Community College Business Officials
- 657. National Council of Marketing and Public Relations (NCMPR)
- 658. National Council of Teachers of English
- 659. National Council of Teachers of Mathematics
- 660. National Council on Black American Affairs
- 661. National Council on Community Services & Continuing Education
- 662. National Council on Racial and Ethnic Relations
- 663. National Council on Student Development (NCSD)
- 664. National Court Reporters Association Conferences, Workshops, and Seminars
- 665. National Design Engineering Show and Conference
- 666. National Education Association
- 667. National Educational Computing Conference (NECC)
- 668. National Electronic Packaging Conference (NEPCON)
- 669. National Endowment for the Humanities
- 670. National Federation of Legal Assistants
- 671. National Fire Codes
- 672. National Fire Protection Association (NFPA)
- 673. National Fitness Conference
- 674. National Hairdressers and Cosmetologists Association
- 675. National Head Start Association Conferences and Workshops
- 676. National Hot Rod Association (NHRA)
- 677. National Institute for Automotive Service Excellence (ASE)
- 678. National Institute for Leadership Development (NILD)
- 679. National Institute of Ceramic Engineers
- 680. National Institute of Governmental Purchasing
- 681. National Institute of Staff and Organizational Development (NISOD)
- 682. National Kitchen and Bath Association
- 683. National League for Nursing (NLN)
- 684. National League for Nursing Accrediting Commission (NLNAC)

- 718. Old Eastern Conference Business Officials (OECBO)
- 719. On Course Training/Workshops
- 720. On-Line Computer Library Center (OCLC)
- 721. On-Line Course Workshops
- 722. On-Line News Association
- 723. Oracle Academic Initiative (OAI)
- 724. Orange County Advertising Federation (OCAF)
- 725. Orange County/Long Beach Consortium for Nursing
- 726. Organization of American Historians
- 727. Organizational Excellence (Clemson University)
- 728. Organizations for the Disabled (Local, State and National Meetings)
- 729. Pacific Association of Collegiate Registrars and Admissions Officers
- 730. Pacific Coast College Health Association
- 731. Pacific Sociological Association
- 732. Pacific Southwest Business Law Association
- 733. Pacific Southwest Collegiate Forensics Association Coaches Meetings, Speech Seminars, Tournaments, and Championships
- 734. Peace Officers Association Seminars
- 735. Peace Officers Research Association of California (PORAC)
- 736. Peace Officers Standards and Training (POST) Seminars
- 737. PeopleSoft Conferences and Workshops
- 738. PeopleSoft Higher Education User Group
- 739. Pepperdine University Community College Advisory Council
- 740. Performance Racing Industry Trade Show
- 741. Personnel Administrators Association of California Community Colleges Meetings
- 742. Personnel and Industrial Relations Association
- 743. Pharmacy Technician Educators and Administrators Conferences, Workshops, and Seminars
- 744. Pharmacy Technician Educators Council (PTEC)
- 745. Phi Beta Lambda State and National Business Competitions and Conferences
- 746. Phil Ro Pi National Speech Tournament
- 747. Photo Marketing Association
- 748. Photo Methods Conference
- 749. Physical Plant and Facilities Workshops and Seminars
- 750. Physical Science Seminars and Workshops

- 784. Regional P.E. Articulation Meetings
- 785. Registry for Interpreters for the Deaf (RID)
- 786. Representative Association of Public Schools
- 787. Research and Planning Group for California Community Colleges (RP Group)
- 788. Robert K. Greenleaf International Conference for Servant Leadership
- 789. Rose Institute Statewide Conference on Re-Districting, the Census, and Representation
- 790. Rotary Club of Bellflower
- 791. Rotary Club of Cerritos
- 792. Rotary Club of Downey
- 793. Rotary Club of Lakewood
- 794. Rotary Club of Norwalk
- 795. Rotary Service Organization
- 796. Safety Congress and Maintenance Institute International Truck Show
- 797. Sakai Conference
- 798. Sakai Educational Partnership Project (SEPP)
- 799. Sallie Mae Financial Aid Advisory Council
- 800. San Diego Community College Auxiliary Organization
- 801. School Employers Association
- 802. School Services of California
- 803. Schools Alliance for Workers' Compensation Excess Self-Funded Joint Powers Authority (SAWCEX II)
- 804. Schools Excess Liability Fund (SELF)
- 805. Second Language Research Forum
- 806. Seinhouser Audio Training Seminar
- 807. SERTOMA (Service to Mankind)
- 808. Sexual Harassment Workshops and Conferences
- 809. Shure Audio Training Seminar
- 810. SirsiDynix
- 811. Small Business Administration Conference on Women
- 812. Small College Computing Symposium
- 813. Social Science Instructional Computing Conference
- 814. Social Science Seminars and Workshops
- 815. Society for Advancement of Management/American Management Association
- 816. Society for Advancement of Materials and Processing Engineers (SAMPE)

- 850. Southern California Edison – Central Technology Application Center (CTAC)
- 851. Southern California Educational Theater Association
- 852. Southern California Intersegmental Articulation Council
- 853. Southern California Metropolitan Career Guidance Consortium
- 854. Southern California On-Line Users Group
- 855. Southern California Regional Transit Training Consortium College (SCR TTC)
- 856. Southern Humanities Council
- 857. Southern/Northern Community Colleges Purchasing Management Association
- 858. Southwestern Anthropological Association and American Ethnological Society
- 859. Southwestern Marine Educators Association Conference
- 860. Special District Board Management Institute
- 861. Special Interest Group on Computer Uses in Education (SIGUE) User Services Conference
- 862. Specialty Equipment Market Association (SEMA)
- 863. Speech Language Pathology Conferences, Workshops, and Seminars
- 864. Staff Development Workshops and Conferences
- 865. State Board of Cosmetology
- 866. State Chancellor's Mega Conference
- 867. State Community College Organization of Physical Educators
- 868. State Legislation Impact Assistance Grants (SLIAG)/Amnesty Directors Meeting
- 869. Statewide Technical Advisory Committee for Evaluation and Research (STACER)
- 870. Status of Women's Meetings (Los Angeles City/Los Angeles County)
- 871. Stovalls All Sport Clinic
- 872. Strategic Marketing of Seminars and Conferences
- 873. Student Accountability Model (SAM) Consortium
- 874. Student Financial Assistance Programs California Community Colleges (BFAP)
- 875. Student Loan Collections Conference – National Association of College and University Business Officers
- 876. Student Press Law Center University of California (USC)
- 877. Student Services Meetings, Workshops, and Conferences
- 878. Student Success Strategies Conference
- 879. Su Casa Family Crisis and Support Center
- 880. Substance Abuse Awareness
- 881. Sun Microsystems Educational Services
- 882. Sundance Film Festival

916. University of California, Santa Barbara (UCSB) Friends of the Library
917. University of Southern California Workshop (USC)
918. USA Group
919. Veterans Administration of California
920. Video Expo
921. Visual Arts Association of California Community Colleges
922. Vocational English as a Second Language
923. Vocational Industrial Clubs of America (VICA) National, State, and Regional Meetings
924. Vocational Training Education Act Conferences, Meetings, and Projects (VTEA)
925. Wadsworth Institute
926. Welding Inspection Workshop
927. Welding Manufacturers Service Training
928. Welding Trade and Technical Show
929. Western Association for College Admission Counseling (WACAC)
930. Western Association of College and University Business Officials (WACUBO)
931. Western Association of College Auxiliary Services (WACAS)
932. Western Association of Cooperative Work Experience Education
933. Western Association of Student Financial Aid Administrators (WASFAA)
934. Western Association of Veteran Education Specialist (WAVES)
935. Western Business Education Association
936. Western College Bookstore Association
937. Western College Reading and Learning Association
938. Western Conference of Electronic and Electrical Engineers (WESCON)
939. Western Economic Association
940. Western Educational Computing Conference
941. Western Educators Society Telecommunications
942. Western Metal and Tool Exposition Conference (WESTEC)
943. Western Plant and Facility Engineering and Maintenance Show
944. Western Plastics Exposition (WPE)
945. Western Political Science Association
946. Western Psychological Association
947. Western Regional Honors Conference
948. Western Speech Communication Association Conference

CASH BORROWING RESOLUTION-#09-08

Temporary Inter-fund Cash Borrowing

Cerritos Community College District

WHEREAS, sufficient cash is needed to pay obligations for current operating requirements lawfully incurred in the fiscal year, and;

WHEREAS, temporary transfer of cash between district funds is permitted by Education Code Section 42603, and;

WHEREAS, the following restrictions apply to this authorization:


1. Maximum amount of authorized borrowing: \$ 10,000.000
2. For Fiscal Year; 2009-10
3. Amount Shall not exceed 75 percent of moneys held in any fund..
4. Funds Borrowed shall not be available for appropriation or considered income to the borrowing fund.
5. Borrowing shall occur only when the fund receiving the money will earn sufficient income during the current fiscal year. The amounts borrowed shall be repaid either in the same fiscal year or in the following fiscal year if the borrowing takes place within the final 120 calendar days of a fiscal year

NOW, THEREFORE, BE IT RESOLVED, that the Governing Board of the Cerritos Community College District hereby authorize the borrowing of cash between all of the district funds.

Certification of the Clerk of the Board

The agenda with this item for action was posted as required by law.

This resolution was adopted by the Governing Board on: June 24, 2009

Signature:  Date

Clerk of the Governing Board

CASH BORROWING RESOLUTION-#09-09

**Temporary Transfers from the School Pools Fund maintained by the
Los Angeles County Treasurer**

Cerritos Community College District

WHEREAS, sufficient cash is needed to pay obligations for current operating requirements lawfully incurred in the fiscal year, and;

WHEREAS, Article XVI, Section 6, of the California Constitution allows for borrowing from the School Pools Fund maintained by the Los Angeles County Treasurer (Treasurer), and;

WHEREAS, the following restrictions apply to this authorization:


1. Maximum amount of authorized borrowing: \$ 69,530,000
2. For Fiscal Year; 2009-10
3. Shall not exceed 85 percent of the anticipated revenues accruing to the district.
4. Shall not be made prior to the first day of the fiscal year nor after the last Monday in April of the current fiscal year.
5. Shall be repaid from revenues accruing to the district before any other obligation of the district is met from such revenue.

NOW, THEREFORE, BE IT RESOLVED, that the Governing Board of the Cerritos Community College District hereby requests the Treasurer to make temporary transfers of funds.

Certification of the Clerk of the Board

The agenda with this item for action was posted as required by law.

This resolution was adopted by the Governing board on: June 24, 2009

Signature:  Date
Clerk of the Governing Board

CERRITOS COLLEGE

RESOLUTION #09-10

DISTRICT APPROPRIATIONS LIMIT FOR 2009-10

WHEREAS, ARTICLE XIII B OF THE CONSTITUTION OF THE STATE OF CALIFORNIA as approved by the voters in November, 1979 requires the establishment of Appropriations Limit on "Proceeds of Taxes" revenues for public agencies, including community college district, beginning with the Fiscal Year, and

WHEREAS, each district is required to determine and adopt each Appropriations Limit for 2009-10 Fiscal Year, as a legislative act, and

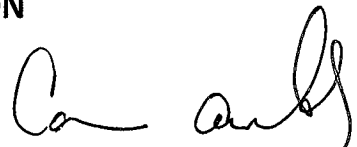
WHEREAS, this community college district's Appropriations Limit have been calculated in accordance with Article XIII B of the State Constitution and Division 9 of Title I of the Government Code.

BE IT THEREFORE RESOLVED, as a legislative act of this governing board, that the purposes of Article XIII B, is to hereby establish this district's "Appropriations Limit" of \$136,339,810 for the 2009-10 Fiscal Year.

DATE: June 24, 2009

MOTION: DR. BOB HUGHLETT

SECOND: DR. TED EDMISTON



**CLERK OF THE GOVERNING BOARD
CERRITOS COMMUNITY COLLEGE BOARD OF TRUSTEES**

CALIFORNIA COMMUNITY COLLEGES
GANN LIMIT WORKSHEET
2009-10

DISTRICT NAME: Cerritos College

DATE: 6/24/09

I. 2009-10 APPROPRIATIONS LIMIT:

A. **2008-09** Appropriations Limit \$126,100,545

B. **2009-10** Price Factor: 1.0062

C. Population factor:

1. **2007-08** Second Period Actual FTES 17,132.01
2. **2008-09** Second Period Actual FTES 18,408.98
3. **2009-10** Population change factor 1.07453708
(line C.2. divided by line C.1.)

D. **2008-09** Limit adjusted by inflation and population factors \$136,339,810
(line A multiplied by line B and line C.3.)

E. Adjustments to increase limit:

- | | | |
|---|----------|----------|
| 1. Transfers in of financial responsibility | \$ | |
| 2. Temporary voter approved increases | _____ | |
| 3. Total adjustments - increase | _____ | _____ |
| Sub-Total | | \$ |

F. Adjustments to decrease limit:

- | | | |
|--|----------|-----------|
| 1. Transfers out of financial responsibility | \$ | |
| 2. Lapses of voter approved increases | _____ | |
| 3. Total adjustments - decrease | _____ | < _____ > |

G. **2009-10** Appropriations Limit \$136,339,810

II. 2009-10 APPROPRIATIONS SUBJECT TO LIMIT:

A. State Aid (General Apportionment, Apprenticeship Allowance, Basic Skills, and Partnership for Excellence) \$71,643,605

B. State Subventions (Home Owners Property Tax Relief, Timber Yield tax, etc.) 67,514

C. Local Property taxes 6,988,830

D. Estimated excess Debt Service taxes

E. Estimated Parcel taxes, Square Foot taxes, etc.

F. Interest on proceeds of taxes 100,000

G. Local appropriations from taxes for unreimbursed State, court, and federal mandates < 720,752 >

H. **2009-10** Appropriations Subject to Limit \$ 78,079,197

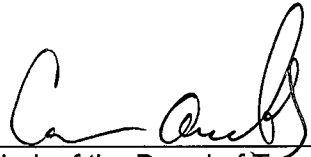
YEAR-END APPROPRIATION TRANSFERS
Community College Districts

TO: Los Angeles County Office of Education
Division of School Financial Services
Accounting Section – EC 2ND Floor

FROM: CERRITOS Community College District

SUBJECT: AUTHORIZATION TO MAKE APPROPRIATION TRANSFERS

Our Board of Trustees hereby authorizes the County Superintendent of Schools to make appropriate transfers necessary at the close of the 2008-09 school year to permit the payment of obligations of the district incurred during such school year.

Signature  Date: 6/24, 2009
Clerk of the Board of Trustees

Attachment to:
Bul. No. 368
SFS-A70-2008-09

BUDGET TRANSFERS FOR JUNE 24, 2009

01.0 FUND-GENERAL FUND-UNRESTRICTED

FROM

ACADEMIC SALARIES	\$	(5,800)
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	(16,011)
CAPITAL OUTLAY	\$	
CONTINGENCY	\$	

TOTAL

	\$	(21,811)

TO

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	5,790
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	7,021
OTHER CONTRACT EXPENSES AND SERVICES	\$	
CAPITAL OUTLAY	\$	9,000
OTHER OUTGO	\$	

TOTAL

	\$	21,811

Transfers: Between object codes

Self Balancing: No effect on ending balance

Number of Transfer Requests: Five (5)

Divisions/Departments/Programs:

Faculty Senate; Student Services; Student Support Services; Information Technology; Fine Arts and Communications

BUDGET TRANSFERS FOR JUNE 24, 2009

39.0 FUND-OTHER SPECIAL REVENUE FUND

FROM

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	(5,444)
OTHER CONTRACT EXPENSES AND SERVICES	\$	
CAPITAL OUTLAY	\$	

TOTAL

\$	(5,444)
----	----------------

TO

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	5,000
EMPLOYEE BENEFITS	\$	444
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	
CAPITAL OUTLAY	\$	
OTHER OUTGO	\$	

TOTAL

\$	5,444
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Transfers: Between object codes

Self Balancing: No effect on ending balance

Number of Transfer Requests: One (1)

Divisions/Departments/Programs:

GAIN-Assessment Center

BUDGET TRANSFERS FOR JUNE 24, 2009

42.0 FUND-REVENUE BOND CONSTRUCTION FUND

FROM

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	
CAPITAL OUTLAY	\$	(209,655)

TOTAL

\$	(209,655)
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TO

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	209,655
CAPITAL OUTLAY	\$	
OTHER OUTGO	\$	

TOTAL

\$	209,655
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Transfers: Between object codes

Self Balancing: No effect on ending balance

Number of Transfer Requests: Five (5)

Divisions/Departments/Programs:

Materials Testing & Inspections; Hazardous Materials & Inspections; Aquatic Center-Design; Automotive Technology Modernization 2; Demolition

BUDGET TRANSFERS FOR JUNE 24, 2009

01.0 FUND-CONTINGENCY TRANSFERS

FROM

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	
CAPITAL OUTLAY	\$	
CONTINGENCY	\$	(1,512,793)

TOTAL

\$ (1,512,793)

TO

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	13,000
CAPITAL OUTLAY	\$	
OTHER OUTGO	\$	1,499,793

TOTAL

\$ 1,512,793

Transfers: To transfer funds from contingency to record District Match for 08-09 On-Going Instructional Equipment and 08-09 Scheduled Maintenance, the positive variance transfers, and the presidential search expenses

Number of Transfer Requests: Four (4)

Divisions/Departments/Programs:
Business Services; Board of Trustees

APPROPRIATION TRANSFER ANALYSIS FOR JUNE 24, 2009

Revenue:

00000.0-00000-03100-8890-6450000 (01.0 Fund)	\$	520
Local-Student Services		
To transfer funds from Student Services income account to cover commencement supplies		
00000.0-00000-70006-8697-0000000 (01.3 Fund)		471,399
State-Basic Skills from 05/06 and 06/07 for 07/08		
To allocate income for salaries and associated fringe benefits; supplies; travel & conference; telephone; contracted services; software/films/non-print media; equipment		
00000.0-00008-70200-8170-0000000 (01.3 Fund)		124,863
Federal-VTEA Title 1-C		
To allocate income for salaries and associated fringe benefits; supplies; travel & conference; telephone; contracted services; software/films/non-print media; equipment		
00000.0-00009-71000-8653-0000000 (01.3 Fund)		(1,942)
State-On-Going State Allocation-Instructional Equipment		
To reduce budget based on March - revised State Apportionment		
00000.0-00000-71000-8981-0000000 (01.3 Fund)		545,082
State-On-Going State Allocation-Instructional Equipment		
To record District Match of 08-09 On-Going State Allocation-Instructional Equipment and allocate income for equipment		
00000.0-00000-71100-8629-0000000 (01.3 Fund)		1,500
State-BFAP (Board Financial/Assistance Program)		
To allocate income for supplies		
00000.0-00008-71120-8150-0000000 (01.3 Fund)		6,110
Fed-Title IV Admin Cost Allowance		
To allocate income for supplies; travel & conference; contracted services; advertising; postage; finger printing		

APPROPRIATION TRANSFER ANALYSIS FOR JUNE 24, 2009

Revenue:

00000.0-00000-77330-8629-0000000 (01.3 Fund)	\$	121,000
State-Statewide Strategic Initiative Hubs		
To allocate income for salaries and associated fringe benefits; supplies; other administrative allowance; advertising; equipment		
00000.0-00000-77340-8629-0000000 (01.3 Fund)		54,654
State-7th & 8th Grader Career Exploration		
To allocate income for salaries and associated fringe benefits; supplies; contracted services; equipment		
00000.0-00000-79000-8623-0000000 (01.3 Fund)		366,392
State-Disabled Student Programs and Services		
To allocate income for salaries and associated fringe benefits; supplies; periodicals; travel & conference; dues & memberships; telephone; rents & leases; repairs & maintenance; contracted services; credit card membership/ annual fees; software/films/non-print media; equipment		
00000.0-00000-74600-8830-0000000 (39.0 Fund)		9,200
Local-Economic Development Testing		
To allocate income for salaries and associated fringe benefits; supplies;		
00000.0-00000-74800-8831-0000000 (39.0 Fund)		28,617
Local-CA American Fire Sprinkler Association		
To allocate income for salaries and associated fringe benefits; supplies; contracted services		
00000.0-00000-77000-8831-0000000 (39.0 Fund)		369,780
Local-CITE Contract Ed		
To allocate income for salaries and associated fringe benefits; supplies; travel & conference; telephone; rents & leases; repairs & maintenance; contracted services; advertising		
00000.0-00000-77700-8831-0000000 (39.0 Fund)		88,900
Local-Lockheed Martin		
To allocate income for supplies; travel & conference; telephone; contracted services		

000334

APPROPRIATION TRANSFER ANALYSIS FOR JUNE 24, 2009

Revenue:

00000.0-99000-04100-8980-0000000 (41.0 Fund)	773,000
Local-Business Services	
To record the positive variance transfer	

Total Revenue:	\$ <u>2,959,075</u>
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Expenditures:

To increase budget for final grant award:	
01.3 Fund Location 70220, VTEA State Lead	\$ 11,136
01.3 Fund Location 77320, Center/Applied Competitive Technology	17,345

Total Expenditures:	\$ <u>28,481</u>
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**BUDGET TRANSFERS FOR JUNE 24, 2009
(ADDENDUM)**

01.3 FUND-GENERAL FUND-RESTRICTED

FROM

ACADEMIC SALARIES	\$	(100,416)
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	(11,628)
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	(48,433)
CAPITAL OUTLAY	\$	
OTHER OUTGO	\$	
		<hr/>
TOTAL	\$	(160,477)
		<hr/> <hr/>

TO

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	81,506
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	32,308
OTHER CONTRACT EXPENSES AND SERVICES	\$	
CAPITAL OUTLAY	\$	8,107
OTHER OUTGO	\$	38,556
		<hr/>
TOTAL	\$	160,477
		<hr/> <hr/>

Transfers: Between object codes

Self Balancing: No effect on ending balance

Number of Transfer Requests: Five (5)

Divisions/Departments/Programs:

VTEA Technology Prep; EOPS; Advanced Transportation & Energy Initiative; CalWORKS;
Temporary Assistance for Needy Families

**BUDGET TRANSFERS FOR JUNE 24, 2009
(ADDENDUM)**

39.0 FUND-OTHER SPECIAL REVENUE FUND

FROM

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	(24,365)
OTHER CONTRACT EXPENSES AND SERVICES	\$	
CAPITAL OUTLAY	\$	
	<hr/>	
TOTAL	\$	(24,365)
	<hr/> <hr/>	

TO

ACADEMIC SALARIES	\$	10,275
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	2,565
EMPLOYEE BENEFITS	\$	1,237
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	10,288
CAPITAL OUTLAY	\$	
OTHER OUTGO	\$	
	<hr/>	
TOTAL	\$	24,365
	<hr/> <hr/>	

Transfers: Between object codes

Self Balancing: No effect on ending balance

Number of Transfer Requests: One (1)

Divisions/Departments/Programs:
Teacher Trac Contract Education

**APPROPRIATION TRANSFER ANALYSIS FOR JUNE 24, 2009
ADDENDUM**

Revenue:

00000.0-00100-0253-8877-VARIES (01.0 Fund) Local-Health Occupations with various activities To allocate income for lab fees	\$ 36,798
00000.0-VARIES-70006-8697-0000000 (01.3 Fund) State-Basic Skills from 05/06 and 06/07 for 07/08 with various category year To reflect the 06/07 carry over adjustments	855,978
00000.0-00000-70007-8890-0000000 (01.3 Fund) Local-Chabot-Faculty Inquiry Network To allocate income for salaries and associated fringe benefits; supplies	18,500
00000.0-00400-70050-8190-0000000 (01.3 Fund) Local-Bellflower USD GearUp To allocate income for salaries and associated fringe benefits; supplies; mileage	64,999
00000.0-00000-70400-8130-0000000 (01.3 Fund) Fed-Summer Youth Work Program To allocate income for salaries and associated fringe benefits; supplies; repairs and maintenance; administrative allowance; student aid; payment to or for students	265,750
00000.0-00006-77620-8190-0000000 (01.3 Fund) Fed-CSU Dominguez Hills Title V To allocate income for salaries and associated fringe benefits; supplies; travel and conference	82,483
00000.0-00000-77620-8190-0000000 (01.3 Fund) Fed-CSU Dominguez Hills Title V To allocate income for salaries and associated fringe benefits; supplies; travel and conference; contracted services; equipment	341,955

**APPROPRIATION TRANSFER ANALYSIS FOR JUNE 24, 2009
ADDENDUM**

00000.0-00000-73400-8629-0000000 (01.3 Fund) State-Matriculation To allocate income for salaries and associated fringe benefits; supplies; travel and conference; dues and memberships; repairs & maintenance	\$ 68,511
00000.0-00000-70700-8890-6960000 (01.3 Fund) Local-Prekindergarten & Family Literacy Program To allocate income for other payments to/for students	10,875
00000.0-00000-77310-8629-0000000 (01.3 Fund) State-Telecommunication Technology Infrastructure To allocate income for contracted services	36,036
00000.0-00000-70300-8170-0000000 (01.3 Fund) Fed- VTEA Technology Prep Budget adjustment	4,757
00000.0-00000-76600-8629-0000000 (01.3 Fund) State-Advanced Transportation & Energy Initiative Budget adjustment	(29,929)
00000.0-00000-76650-8629-0000000 (01.3 Fund) State-Quickstart Partnership & Advanced Transportation To allocate income for salaries and associated fringe benefits; supplies; travel and conference; advertising; equipment; contracted services	72,777
00000.0-00000-76510-8190-0000000 (01.3 Fund) Fed-Model Approach to Partnership in Parenting Training To allocate income for supplies	51,434
00000.0-00000-77510-8629-0000000 (01.3 Fund) State-EconDev: Industry Driven Regional Collaborative Budget adjustment	(211,275)

**APPROPRIATION TRANSFER ANALYSIS FOR JUNE 24, 2009
ADDENDUM**

00000.0-00000-77630-8620-0000000 (01.3 Fund)	\$	285,003
State-Mental Health Career Technical		
Budget adjustment		
00000.0-00000-72560-8872-6810000 (39.0 Fund)		43,387
Local-PE Summer Swim		
To allocate income for salaries and associated fringe benefits		
Total Revenue:	<u>\$</u>	<u>1,998,039</u>
Expenditure:		
00000.0-00000-70300-2111-6190000 (01.3 Fund)	\$	42,757
VTEA Technology Prep		
Increase expenditure budget in order to bring Budget to 08-09 allocation		
00000.0-00000-76600-VARIES-0000000 (01.3 Fund)		58,224
Advanced Transportation & Energy Initiative		
Increase expenditure budget in order to bring Budget to 08-09 allocation		
00000.0-00000-75800-4320-1305700 (01.3 Fund)		662
Independent Living Program		
Increase expenditure budget in order to bring Budget to 08-09 allocation		
Total Expenditure	<u>\$</u>	<u>101,643</u>

ACADEMIC AFFAIRS**Part-Time Counselors**

Name		Discipline	Salary Placement	Rate
Mendoza	Myrna	Project HOPE	C1	40.23

BUSINESS EDUCATION**Part-Time Instructors**

Name		Discipline	Salary Placement	Rate
Cline	Margaret	Court Reporting	A1	48.83
Cordts	Arthur	Insurance	A2	51.71
Filer	Anthony	Paralegal	B5	60.33
Kim	Rick	Paralegal	A1	48.83
Stradley	David	Paralegal	A2	51.71

FINE ARTS & COMMUNICATIONS**Part-Time Instructors**

Name		Discipline	Salary Placement	Rate
Hartl	Forrest	Theatre Arts	B3	54.60

Part-Time Instructors

Name		Discipline	Salary Placement	Rate
Di Giovanni	Sybil	Reading	A1	48.83
Flores-Salcido	Dahlia	Reading	A5	60.33

PE/ATHLETICS**Part-Time Instructors**

Name		Discipline	Salary Placement	Rate
Laut	Don	Athletics	A1	48.83

SCIENCE, ENGINEERING & MATHEMATICS**Part-Time Instructors**

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

TECHNOLOGY**Part-Time Instructors**

Name		Discipline	Salary Placement	Rate
O'Farrell	Fergus	Plastics	B2	51.71
Moreland	Eddie	Automotive Collision Repair	B5	60.33
Heller	David	Plastics	A1	48.83

STUDENT SERVICES

Part-Time Counselors

Name		Discipline	Salary Placement	Rate
Anang-Kolletty	Yuhaniz	Counseling	C2	43.10
Boudreau	Debbie	Counseling	C2	43.10
Davidson	Martha	Counseling	C2	43.10
Hill	Shelia	Counseling	C2	43.10
Icaro-Boiser	Rubirosa	Counseling	C2	43.10
Jong-Wha	Kim	CalWORKs	C2	43.10
Loera	Claudia	Counseling	C2	43.10
Lozano	Rene	Counseling	C2	43.10
Martinez-Weitzel	Victoria	Counseling	C1	40.23
Pizer	Janis	CalWORKs	C2	43.10
Saucedo	Marcelino	Counseling	C2	43.10
Thigpen	Joyce	Counseling	C2	43.10
Toumajian	Mary Kay	Counseling	C2	43.10
Vega	Maria	Counseling	C2	43.10
Villalpando	Celia	Counseling	C1	40.23
Wigghins	Lynell	Counseling	C1	40.23

Part-Time Instructors

Name		Discipline	Salary Placement	Rate
Icaro-Boiser	Rubirosa	Counseling	A1	48.83
Loera	Claudia	Counseling	B2	51.71
Martinez	Victoria	Counseling	A1	48.83
Thigpen	Joyce	Counseling	B5	60.33
Toumajian	Mary Kay	Counseling	B1	48.83

FACULTY HOURLY - COMMUNITY, INDUSTRY & TECHNOLOGY EDUCATION

Part-Time Instructors

Name		Assignment	Salary Placement	Rate
Haque	Sultan	Adult Education	B3	54.60
Jackson	Michael	Adult Education	A1	48.83
Van Herk	Tracy	Adult Education	A1	48.83

LIBRARIAN

Part-Time Librarians

Name			Salary Placement	Rate
Siddiqi	Catherine		L1	40.23

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

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

Soto, Leticia	Campus Police Dispatcher Clerk	\$8.64/hr	5/09/09
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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

Becerra, Juana	Aide-General (Traffic Control Officer)	\$8.00/hr	05/20/09
Castro, Eduardo	"	"	"
Jorkin, Kenneth	"	"	"
Mehr, Farshad	"	"	"
Murillo, Frank	"	"	"
Sanchez, Cristina	Aide-General (Laborer)	\$8.00/hr	03/01/09
Muljono, Kalvin	Aide-Special (Tutor)	\$8.00/hr	05/17/09
Sieng, Kosal	"	"	05/11/09
Wangsa, Evelyn	"	"	"
Herrera, Mayra	Clerk	\$8.64/hr	05/14/09
Jones, Sharon	"	"	04/22/09
Mason, Darice	"	"	"
Pettway, Amber	"	"	04/25/09
Castaneda, Hilda	Aide-Special (Outreach Worker)	\$9.07/hr (1)	04/25/09
Childress, Jacqueline	"	"	"
Echeverria, Diana	"	\$9.99/hr (3)	"
Garcia, Giovanni	"	\$9.07/hr (1)	"
Kim, David	"	"	"
Lindsay, Jody	"	"	"
Maloney, Travis	"	"	"
Morales, Monica	"	"	"
Munoz, Alexandra	"	"	"
Murillo, Veronica	"	"	"
Payton, Javon	"	"	"
Ricard, Melissa	"	"	"
Rivera, Jose	"	"	"
Rodriguez, Xenia	"	"	"
Sanchez, Gwen	"	"	"
Santa-Ines, Mark	"	"	"
Arias, Francisco	Intermediate Clerk	\$9.56/hr	04/24/09
Majano, Natasha	"	"	"
Moreno, Kristena	"	"	04/25/09
Sandoval, Dafne	"	"	06/01/09
Templeton, Katie	"	"	04/24/09

Presented to the Board of Trustees 6/24/09

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

Barrera, Elizabeth	Intermediate Typist Clerk	\$9.56/hr	04/25/09
Carpenter, Michael	Custodian	\$9.76/hr	05/01/09
Chao, Syh-Shinan	Instructional Aide I	\$9.56/hr (1)	05/18/09
Flores, Guillermo	"	\$9.99/hr (2)	05/19/09
Gonzalez, Gabriela	"	"	"
Ishibashi, Tammi	"	\$10.51/hr (3)	"
Javier, Anna	"	"	"
Kim, Hee Yeong	"	\$9.56/hr (1)	"
Melillo, Thomas	"	\$10.51/hr (3)	"
Montoyo, Rocio	"	\$9.56/hr (1)	04/13/09
Orellana, Daniel	"	\$9.99/hr (2)	05/19/09
Sandoval, Jaime	"	\$10.51/hr (3)	"
Schulhof, Edward	"	\$9.56/hr (1)	"
Ball, Lisa	Program Assistant I	\$9.99/hr	03/18/09
Mastron, Joseph	"	"	03/25/09
Santa Ines, Mark	"	"	04/25/09
Neff, Steven	Campus Security Officer	\$10.53/hr	05/11/09
Valle, Jonathan	"	"	05/18/09
Mishler, Katherine	Program Assistant II	\$11.34/hr	04/25/09
Awad, William	Instructional Aide II	\$12.81/hr	05/01/09
McLaughlin, David	Banquet Chef	\$13.13/hr	04/20/09
Soria, Perla	Coordinator of School Relations	\$15.81/hr	04/06/09
Vargas, Wilmer	Cont. Ed. Specialist (Arts & Crafts)	\$22.45/hr	04/25/09
Gonzalez, Debra	Child Dev. Center Teacher Grade III	\$27.68/hr (5)	06/01/09
Feist, Astrid	Child Dev. Center Teacher Grade IV	\$29.05/hr (5)	06/01/09
Krause, Judy	"	"	"
Martuccio, Letticia	"	"	"
Duardo, David	Cont. Ed. Specialist (Cultural Arts)	\$28.07/hr	06/15/09
Hernandez, Raymond	"	"	06/01/09
Kato, Mark	"	"	06/15/09
Chen, Lourdes	Community Education Specialist	\$29.15/hr	05/12/09
Francis, Tami	"	"	05/01/09
Jones, Michael	"	"	03/25/09
Mandla, Kayise	"	"	"
Nunez, Maria	"	"	05/12/09
Richard, Daphne	"	"	04/01/09
Salaam, Shirley	"	"	05/12/09

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

Sanchez, Sandra	Community Education Specialist	\$29.15/hr	05/12/09
San Nicholas, Kathy	"	"	"
Vasilik, Richard	"	"	03/25/09
Frausto, Marco	Cont. Ed. Specialist (Business Tech.)	\$50.52/hr	04/01/09
Price, Terry	Project Specialist (Technical) Level II	\$100.00/hr	05/13/09

Citizens' Bond Oversight Committee Report**To be presented to the Board of Trustees after Committee's Approval**

On March 2, 2004, the voters in the Cerritos Community College District approved Measure CC, a \$210 million General Obligation Bond for Cerritos College. One of the key elements of Measure CC was the establishment of a Bond Oversight Committee, composed of seven (7) interested community members who were appointed by the District's Board of Trustees. The committee represents a cross section of the Cerritos College District.

The Citizens' Bond Oversight Committee for the Cerritos College District is pleased to present its Fourth Annual Report as required by Proposition 39, the legislative authority of Measure CC. It is the Committee's responsibility to oversee the expenditures of bond funds to assure the voters that bond proceeds are expended for the purposes set forth in the ballot measure.

As chair of this committee, I can assure you that the staff at the College is working diligently to ensure that every Measure CC dollar is spent efficiently on those projects that are most vital to the mission of the District - serving the community by building futures through learning.

The Citizens' Bond Oversight Committee members verify that expenditures of Measure CC Bond proceeds have been properly made, and only for projects identified in the Bond Measure. At our meetings, we review and discuss progress reports related to bond projects in various stages of development, expenditure of bond funds, as well as plans and financial projections. The committee has been impressed with the College's highly organized planning, attention to detail, and diligence of staff to assure the most efficient expenditure of bond funds.

We are excited to announce that the college was successful in issuing a \$55 million General Obligation Bonds, Election 2004, Series 2009C. The sale of this bond series will allow us to continue working on a long list of projects that will enhance the educational environment and success of our students.


The Central Plant/Infrastructure project is approximately 98% complete and all phases (I, II and III) are currently in the punch list completion process. The new Aquatics Center Complex is approximately 60% complete and is scheduled to open this summer. Currently in design development are the: Liberal Arts/DSPS replacement building project, Tennis Courts Modernization project, parking lots renovation project and the utility field renovations project. Two projects that have broken ground and that are currently under construction are the Classroom/Lab/Office Complex #1 and the new Automotive Technology expansion building. Within the next few months, construction will begin on the new Purchasing/Warehouse/Facilities Complex and the Automotive Technology renovation project.

As a requirement of the Bond Measure, the independent auditing firm of Vavrinek, Trine, Day & Co., LLP was retained by the District to perform Annual Financial and Performance Audits. To date, audits have been performed covering the period from July 1, 2004 through December 31, 2008 and the auditors made presentations to the Citizens' Bond Oversight Committee at the last meeting on December 11, 2008. The District received a clean audit and the most positive report possible was issued by the auditing firm.

These are some of the many positive changes that are enabling Cerritos College to continue to provide an opportunity for a first class education for the citizens in our community. Information on past and future meetings and the on-going bond projects can be found at Cerritos College's website (www.cerritos.edu/bond). The new and improved website provides vast information about the current Facility Master Plan and the projects in progress. We welcome all members of the public to our meetings.

Sincerely,
Jean McHatton
Chair
Citizens' Bond Oversight Committee

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 
PREPARED BY: Lola Rizkallah, Director of Fiscal Services
DATE: June 24, 2009
SUBJECT: **Consideration of Approval of the Tentative Budget for the 2009-10 Fiscal Year**

RECOMMENDATION

The Board of Trustees approve the Tentative Budget for the 2009-10 Fiscal Year.

OVERVIEW

Tentative Budget approval is required by the Board of Trustees by July 1, 2009 in order for the Los Angeles County Office of Education to be able to continue payroll and vendor warrants. The Adopted Budget is scheduled to be presented to the Board on September 2, 2009.

Funding reductions for 08-09 and/or 09-10 require Legislative action. As of June 3, 2009 no changes have been adopted by the State Government; therefore, the Tentative Budget has been prepared using the State's 18-month Budget adopted in February 2009.

ANALYSIS

GENERAL FUND-UNRESTRICTED (FUND 01.0)

A deficit factor has been applied by the State to the apportionment and there are no COLA, Stability/Restoration or Growth funds projected. Marginal revenue reflects the loss of \$600,000 of local interest earnings.

Marginal expenditures of \$1,855,000 are as follows: Health & Welfare \$400,000, Step and Column \$500,000, Board Election \$726,600. PERS Rate Increase \$55,000, Utilities and Other Rate Driven costs \$400,000.

This budget reflects higher expenditures than revenue due to the fact that reductions/cuts have not been applied yet.

GENERAL FUND-RESTRICTED CATEGORICAL (FUND 01.3)

Thus far, we have not implemented the cuts that were proposed/discussed. We are awaiting more definite information from state budget deliberations.

FINANCIAL IMPLICATIONS

The information presented in the Tentative Budget does not reflect the changes that are being proposed in Sacramento; neither does it reflect the options implemented or being considered by the college. Due to the seriousness of the fiscal condition of the state, which will result in reduction or elimination of revenue, revisions to the Tentative Budget will be posted and presented to the Board as we receive more information.

Cerritos Community College District Policy

CCLC No. 2431

Board of Trustees

1 **BP 2431 PRESIDENT/SUPERINTENDENT SELECTION**

2 **References:**

3 Accreditation Standards IV.B.1 and IV.B.1.j.;

4 Title 5, Sections 53000 et seq.

5 In the case of a President/Superintendent vacancy, the Board of Trustees shall
6 establish a search process to fill the vacancy. The process shall be fair, inclusive, open,
7 and comply with relevant regulations.

8 Each Board member who votes for the employment of a President/Superintendent shall
9 have been present for all interviews by the District Governing Board of all candidates
10 interviewed by the Board for this position.


11 Office of Primary Responsibility: President/Superintendent

Date Adopted: December 12, 2007

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: Robert K. Riffle, Director of Physical Plant *RKR*

DATE: June 24, 2009

SUBJECT: **Consideration of Approval of Cerritos College's Five-Year Construction Plan (5YCP)**

RECOMMENDATION

It is recommended that the Board of Trustees approve Cerritos College's 2011-2015 Five-Year Construction Plan and Submittals of IPPs and FPPs.

OVERVIEW

The Five-Year Construction Plan (5YCP) is an annual summary of current and proposed major capital outlay projects (regardless of funding source) and is mandated by Education Code. It is a snapshot of current and future capital projects and communicates to the State the District's plans and needs.

ANALYSIS

The District's 5YCP lists projects, anticipated time schedules, justification for the project's given condition, capacity adequacy, cost efficiency, and the source of funding. All anticipated projects (regardless of funding source) must be included on this list. All "in progress" projects must be included on this list. All pending IPPs and FPPs must be included on this list. The list serves two purposes: 1) establishes the basis to justify the projects for which Initial Project Proposals (IPPs) and/or Final Project Proposals (FPPs) are being prepared and, 2) provides the State Chancellor's Office with an understanding of the overall need for each project.

This 5YCP was developed in conjunction with tBP using the best available information at this time.

The District is re-submitting updated Final Project Proposals (FPPs) for the following:

1. Child Development Center (CDC)
2. Fine Arts Building Replacement

The District is re-submitting updated Initial Project Proposals (IPPs) for the following:

1. Health Sciences Building Renovation
2. Physical Education Building Renovation/Replacement

FINANCIAL IMPLICATIONS

No financial impact to the unrestricted general fund. Funding is provided by State Capital Outlay and local bond funds.

Attachment

District Projects Priority Order

Cerritos CCD

No.	Project	Occupancy	Source	Schedule of Funds						
				2009/2010	2010/2011	2011/2012	2012/2013	2013/2014	2014/2015	2015/2016
1	Swimming Pool		Cerritos College							
	0	2008/2009	NonState							
		\$7,000,000								
2	Auto Tech Complex #28		Cerritos College							
		2009/2010	NonState							
		\$12,000,000								
3	Classroom / Lab / Office 1		Cerritos College							
	-1,926	2009/2010	NonState	(E)						
		\$17,125,000		\$500,000						
4	Social Science Building #22 Renovation		Cerritos College							
		2009/2010	NonState							
		\$2,400,000								
5	Gymnasium Seismic Retrofit		Cerritos College							
		2010/2011	State							
		\$10,588,000								
6	Liberal Arts Building #9 Replacement		Cerritos College							
		2012/2013	NonState							
		\$15,400,000								
7	Facilities, Purchasing, Warehouse Facilities		Cerritos College							
	-4,479	2010/2011	NonState	(C)(E)						
		\$6,744,000		\$6,250,000						
8	Instructional Support Center		Cerritos College							
		2011/2012	NonState	(C)(P)(W)						
		\$500,000		\$500,000						
9	Burnight Center #21 Replacement		Cerritos College							
	610	2011/2012	State	(C)(P)(W)						
		\$32,547,000		\$32,547,000						
		\$4,277,000	NonState	\$4,277,000						
10	Classroom Lab Office 2		Cerritos College							
	10,393	2013/2014	NonState	(P)(W)	(C)	(E)				
		\$19,850,000		\$1,422,000	\$17,954,000	\$474,000				
11	Student Services Consolidation		Cerritos College							
		2013/2014	NonState	(P)	(W)	(C)				
		\$4,183,000		\$83,000	\$100,000	\$4,000,000				
12	Library/LRC Building #10 Renovation		Cerritos College							
		2012/2013	NonState	(P)(W)	(C)					
		\$750,000		\$75,000	\$675,000					
13	Fine Arts Center #2 Replacement and		Cerritos College							
	800	2015/2016	State	(C)(E)(P)(W)						
		\$21,668,000		\$21,668,000						
		\$2,408,000	NonState	\$2,408,000						
14	New Child Development Center		Cerritos College							
	12,679	2015/2016	State	(P)(W)	(C)	(E)				
		\$12,604,000		\$930,000	\$11,329,000	\$345,000				

District Projects Priority Order

Cerritos CCD

No.	Project	Occupancy	Source	Schedule of Funds							
				2009/2010	2010/2011	2011/2012	2012/2013	2013/2014	2014/2015	2015/2016	
15	Health Sciences Bldg #26 Renovation	2015/2016	Cerritos College				(C)(P)(W)				
		\$16,488,000	State				\$16,488,000				
		\$1,830,000	NonState				\$1,830,000				
16	Physical Education Renov/Repl	2015/2016	Cerritos College				(C)(P)(W)				
		\$9,761,000	State				\$9,761,000				
		\$1,100,000	NonState				\$1,100,000				
17	Health & Wellness Complex	2015/2016	Cerritos College				(P)(W)	(C)			
		\$4,450,000	NonState				\$600,000	\$3,850,000			
18	Field House	2015/2016	Cerritos College				(C)(P)(W)				
		\$3,000,000	NonState				\$3,000,000				