

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

JULY TO DECEMBER 2010

CERRITOS COMMUNITY COLLEGE DISTRICT

Minutes of Board of Trustees Meetings

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CERRITOS COMMUNITY COLLEGE DISTRICT
MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
JULY 7, 2010

- I. CALL TO ORDER The meeting was called to order at 6:00 p.m. by Dr. Bob Hughlett, Board President. Those present were Mr. Bob Arthur, Dr. Tina Cho, Dr. Ted Edmiston, Mr. Bob Epple, Dr. Bob Hughlett, Mr. Tom Jackson, Dr. Shin Liu and Mr. Felipe Grimaldo, Student Trustee. Others present were the President/Superintendent, Vice President of Academic Affairs, Vice President of Student Services, Vice President of Business Services, Faculty Senate President and the CSEA President.
- II. PLEDGE OF ALLEGIANCE The flag salute was led by Dr. Liu.
- III. APPROVAL OF MINUTES A. It was moved by Mr. Arthur and seconded by Mr. Jackson to approve the minutes of the regular meeting of June 23, 2010. The vote for approval was 5-0-2; Dr. Cho and Mr. Epple abstained (student advisory vote: aye).
- IV. INSTITUTIONAL PRESENTATIONS
Budget Update A. Mr. El Fattal stated that while an education bond has been introduced, the League has expressed doubts that it will be brought forward to the November election. He indicated that cash flow continues to be a serious issue at the college and employees have initiated many strategies to address the issue, including borrowing cash from other funds and changing payment options.
- V. PUBLIC PRESENTATIONS There were no public presentations.
- VI. CONSENT AGENDA It was moved by Dr. Edmiston and seconded by Mr. Jackson to approve the consent agenda and addendum. Mr. Epple requested that item VI.A be held and Mr. Jackson requested that item VI.B be held for separate consideration. The vote for approval and/or ratification of the following items was unanimous (student advisory vote: aye):
- A. It was moved by Dr. Edmiston and seconded by Mr. Jackson to Provide Compensation to Mr. Epple for His Absence from the June 9 Board Meeting. The vote for approval was 6-0-1 (Mr. Epple abstained).
- B. It was moved by Mr. Arthur and seconded by Dr. Edmiston to accept gifts with letters of thanks to the following:
- VQ KO Custom Brace-Single Hinge with Suspension Sleeve
 - Cold Therapy Unit – electric
 - Shoulder Positioning Bolster
- Donated by: Tom Jackson
11014 Hayford Street
Norwalk, CA 90650-6223
- The vote for approval was 6-0-1 (Mr. Jackson abstained).

C. Future Sales Agreement Letter and Resolution #10-09 Approving Assignment of Delinquent Tax Receivables to the California Statewide Delinquent Tax Finance Authority for the Fiscal Years Ending June 30, in each of the years 2011 through 2013, and Authorizing Execution and Delivery of Related Documents and Actions, as attached.

D. Reject Bid #0910-09, Social Science Interior Upgrade, as attached.

E. Contracts:

Contracts:
Agreement

New

1. SELACO Workforce Investment Board

Summer Youth Employment

CITE

(Revised by addendum) To provide summer youth employment for up to 50 individuals between the ages of 14 to 24 and who meet income guidelines. The funds will support students in work experience, internships and clinical settings as well as labs and offices on campus. For period July 8, 2010 through September 30, 2010. Students will be hired as a file clerk and paid \$8.00 per hour. The contract will be for \$98,147 and the college anticipates receiving an indirect rate of 4% on the contract. The funds will be from the County of Los Angeles.

Consultant

NEW

2. Dovetail DCI

Furniture Standard Consultant

Purchasing

To provide consultation services for furniture standards with the objective of developing an Office Furniture Standards Program for the District. For period July 1, 2010 through December 31, 2010. Total cost will be an amount not-to-exceed \$60,140.00 with funding from the GO Bond.

Services

NEW

3. California Department of Education

California State Pre-School Program

Health Occupations

To provide preschool education services to children under the age of 3. For period July 1, 2010 through June 30, 2011. Funding will be \$34.38 per child per day of full-time enrollment with a maximum reimbursable amount of \$367,161.00. No cost to the District.

4. California Department of Education

General Child Care & Development Program

Health Occupations

To provide General Child Care and Development (CCTR) services. For period July 1, 2010 through June 30, 2011. The District will receive \$34.38 per child per day of full-time enrollment with a maximum reimbursable amount of \$66,946.00.

F. Employment of 2010 Summer Session Faculty Personnel, as attached.

- G. Employment of Classified, Short-Term, Substitute, and/or Student Hourly Personnel, as attached.
- H. New Classified Job Classification and Position of Coordinator of Student Activities, as attached.
- I. New Job Classification (Vice President of Human Resources), as attached.

VII. ADMINISTRATIVE MATTERS

No items were presented.

VIII. REPORTS

A. Board of Trustees

Dr. Cho stated that she enjoyed her vacation in Sitka, Alaska and had an opportunity to meet a professor from New Jersey who was also vacationing in Sitka.

Mr. Jackson stated that the Dental Assistant Pinning Ceremony was a great event and added that many faculty members stated that this particular class was especially successful in their educational endeavors.

B. Faculty and Staff Leadership

C. President/Superintendent and Vice Presidents

Dr. Johnson shared copies of the latest edition of the *Financial Aid News Flash*.

Mr. Farmer shared that Governor Schwarzenegger recently awarded Cerritos College \$50,000 for the California Gang Reduction, Intervention and Prevention (CalGRIP) after-school program. He concluded by congratulating Dr. Dan Smith, Dean of Health, Physical Education and Athletics who was recently voted in as the California Community College Athletic Director's Association President-elect.

Dr. Lacy stated that Facilities Bond AB22 has been put forward but may not pass. She stated that the bond includes \$800 million for community colleges. She indicated that the accreditation final report has been posted online. She concluded by congratulating Toni Grijalva, who was honored as the Volunteer of the Year by the Norwalk Chamber of Commerce. She also received recognitions from Supervisor Don Knabe, Assemblyman Tony Mendoza, Senator Ron Calderon, and Congresswoman Grace Napolitano.

IX. CLOSED SESSION

The Board adjourned to closed session at 6:22 p.m.

X. RECONVENE

The Board reconvened at 7:52 p.m.

Read Out

Mr. Arthur reported that during closed session the Board approved the employment of Victor R. Collins as the Interim Vice President of Human Resources for the period of July 1, 2010 through June 30, 2011 under the terms and conditions of an employment agreement signed by the Board, President/Superintendent and Mr. Collins. The salary is Step 5 of the Contract Management Employees Salary Schedule (\$14,832.17 per month), but will not result in additional cost to the District. Mr. Collins will also assist the College in the recruitment/selection process for a permanent Vice President of Human Resources during the 2010-

2011 fiscal year. The vote for approval was unanimous.

XI. ADJOURNMENT

The meeting was adjourned at 7:53 p.m.

XII. NEXT REGULAR MEETING

The next regular meeting of the Board of Trustees is scheduled for Wednesday, August 4, 2010 at 6:00 p.m.



Dr. Bob Hughlett, Board President



Bob Arthur, Board Secretary

PLYMOUTH PARK TAX SERVICES LLC
c/o JPMorgan Chase & Co.
115 S. Jefferson Road, Bldg D-1
Whippany, NJ 07981

Cerritos Community College District
11110 Alondra Blvd.
Norwalk, CA 90650

Re: Future Tax Receivables Sales Agreement

Ladies and Gentlemen:

Reference is hereby made to that certain Purchase and Sale Agreement, dated as of December 1, 2009 (the "Purchase and Sale Agreement"), between Cerritos Community College District a Community College District organized and existing under the laws of the state of California (the "District") and California Statewide Delinquent Tax Finance Authority, a joint exercise of powers authority organized and existing under the laws of the State of California (the "Authority"), whereby the District has sold to the Authority its allocable share of delinquent property tax receivables ("Tax Receivables") for the fiscal year ending June 30, 2009 (the "Purchased Tax Receivables").

Reference is also made to that certain Certificate Purchase Agreement, dated as of December 1, 2009 (the "Certificate Purchase Agreement"), between the Authority and Plymouth Park Tax Services LLC, a Delaware limited liability company ("Plymouth Park"), whereby the Authority has issued and sold a certificate of participation representing a 100% participation interest in the Purchased Tax Receivables to Plymouth Park.

The District hereby agrees to sell its Tax Receivables to the Authority, and the Authority agrees to purchase such Tax Receivables from the District, for the fiscal years ending June 30 in each of the years 2011 through 2013 on terms and conditions substantially identical to the terms and conditions contained in the Purchase and Sale Agreement. The purchase price of the Tax Receivables for the fiscal years ending June 30 in each of the years 2011 through 2013 shall be 108.5% of the amount of the related delinquent taxes, or such higher rate as the parties may agree upon in the event of improvements in factors affecting the rate of return to Plymouth Park. The minimum purchase price is contingent upon there being no material changes to either the composition of, or to the state and local laws governing the Tax Receivables.

The Authority hereby agrees to sell to Plymouth Park or its designee a certificate of participation representing a 100% participation interest in the Tax Receivables, and Plymouth Park agrees to purchase or cause its designee to purchase such certificate, for the fiscal years ending June 30 in each of the years 2011 through 2013 on terms and conditions substantially identical to the terms and conditions contained in the Certificate Purchase Agreement. The purchase price of such certificate for the fiscal years ending June 30 in each of the years 2011

through 2013 shall be based upon 108.5% of the amount of the related delinquent taxes, or such higher rate as the parties may agree upon in the event of improvements in factors affecting the rate of return to Plymouth Park. The minimum purchase price is contingent upon there being no material changes to either the composition of, or to the state and local laws governing the Tax Receivables.

The undersigned parties each mutually understand and agree that the other parties are currently and will in the future expend substantial monies and make certain other commitments in reliance upon the promises contained herein, and the parties authorize each other to do so, and to rely upon these promises in their investments, budgeting and other financial dealings.

In addition, the undersigned parties understand and acknowledge that School Services of California, Inc. ("SSC"), a company which provides fiscal advice and management consulting to school districts in California and has expert knowledge regarding school district financing, tax policy and state regulations, provides certain services to Plymouth Park in connection with Plymouth Park's business in California and the contemplated transactions, for which SSC receives a fee. SSC may also have business relationships, for which it receives a fee, from either the District or other participants in the contemplated transactions.

If the District is in agreement with the terms of this Agreement, please have the enclosed two (2) copies hereof executed by the proper officer(s) of the District and returned to the undersigned, whereupon this Agreement shall become a binding agreement among the District, the Authority, and Plymouth Park.

Very truly yours,

PLYMOUTH PARK TAX SERVICES LLC

By:




Name: Douglas Badaszewski

Title: Vice President

Date: June 8, 2010

Accepted and agreed to as of the date first set forth below:

CALIFORNIA STATEWIDE DELINQUENT TAX FINANCE AUTHORITY



By:

Name: Donald Zimring

Title: Chairman

Date: June 8, 2010

Accepted and agreed to as of the date first set forth below:

Cerritos Community College District

By:  _____

Dr. Linda L. Lacy
President/Superintendent

Date: 7/7/2010

RESOLUTION NO. 10-09

RESOLUTION OF THE BOARD OF TRUSTEES OF THE CERRITOS COMMUNITY COLLEGE DISTRICT APPROVING ASSIGNMENT OF DELINQUENT TAX RECEIVABLES TO THE CALIFORNIA STATEWIDE DELINQUENT TAX FINANCE AUTHORITY FOR THE FISCAL YEARS ENDING JUNE 30 IN EACH OF THE YEARS 2011 THROUGH 2013, AND AUTHORIZING EXECUTION AND DELIVERY OF RELATED DOCUMENTS AND ACTIONS

WHEREAS, under Section 6516.6 of the Government Code of the State of California (the "Law"), a school district, community college district or other educational agency is authorized to sell and assign to a joint powers authority any or all of its right, title, and interest in and to the enforcement and collection of delinquent and uncollected property taxes, assessments, and other receivables that have been levied by or on behalf of the school agency for collection on the secured, unsecured, or supplemental property tax rolls in accordance with such terms and conditions as are set forth in an agreement with the joint powers authority; and

WHEREAS, the California Statewide Delinquent Tax Finance Authority (the "Authority") has been formed as a joint powers authority for the purpose of purchasing delinquent ad valorem property taxes in accordance with the Law upon terms and conditions which are acceptable to school agencies; and

WHEREAS, under the Law the amount of property tax receipts to be reported in a fiscal year for a school agency for revenue limit purposes is equal to 100% of the school agency's allocable share of the taxes distributed to it for the fiscal year, and any additional amounts will not be reported and will be provided directly to the school agency; and

WHEREAS, the Authority has requested the District to sell its delinquent ad valorem property tax receivables (the "Tax Receivables") to the Authority for the fiscal years ending June 30 in each of the years 2011 through 2013 (the "Covered Fiscal Years") at a purchase price equal to 108.5% of the amount of Tax Receivables which have been levied; and

WHEREAS, the Authority has made arrangements to issue and sell a certificate of participation for each fiscal year, representing a participation interest in all of the Tax Receivables received from the District and from other participating school agencies in the County of Los Angeles for such fiscal year, which certificate of participation will be sold to a designee of Plymouth Park Tax Services, LLC, a Delaware limited liability company ("Plymouth"); and

WHEREAS, the Board wishes at this time to approve the foregoing financing plan and authorize the execution and delivery of all related documents and actions;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Cerritos Community College District as follows:

Section 1. Approval of Financing Plan; Sale of Tax Receivables to Authority. The Board hereby approves the financing plan presented to the Board at the meeting at which this Resolution is adopted, and as generally described in the recitals of this Resolution. The Board hereby approves and authorizes the sale of the Tax Receivables to Authority for each of the Covered Fiscal Years.

Section 2. Approval of Financing Documents. In order to implement the financing plan approved under Section 1, the Board hereby approves each of the following agreements, to be entered into for each of the Covered Fiscal Years:

- Future Tax Receivables Sales Agreement to be entered into among the Authority, Plymouth, and the District, under which the District agrees to sell its Tax Receivables to the Authority in each Covered Fiscal Year, in substantially the form on file with the Secretary.
- Purchase and Sale Agreement to be entered into between the Authority and the District with respect to the Tax Receivables, in substantially the form used on previous financings between the Authority and the District.

Each of the foregoing agreements is approved in substantially the respective forms on file with the Clerk of the Board, together with any changes therein or modifications thereof as may be approved by the President/Superintendent, Vice President of Business Services and any and all other officers of the District are hereby authorized to sign documents on behalf of the District, and the execution and delivery of each agreement by the District shall be conclusive evidence of the approval of all changes and modifications to said agreement. The Board hereby authorizes the delivery and performance of each of the foregoing agreements.

Section 3. Official Actions. The President/Superintendent, Vice President of Business Services and any and all other officers of the District are hereby authorized and directed, for and in the name and on behalf of the District, to do any and all things and take any and all actions, including execution and delivery of any and all assignments, certificates, requisitions, agreements, notices, consents, instruments of conveyance, warrants and other documents, which they, or any of them, may deem necessary or advisable in order to consummate the sale of the Tax Receivables to the Authority for each Covered Fiscal Year. Whenever in this resolution any officer of the District is authorized to execute or countersign any document or take any action, such execution, countersigning or action may be taken on behalf of such officer by any person designated by such officer to act on his or her behalf if such officer is absent or unavailable.

Section 4. Effective Date. This resolution shall take effect from and after the date of approval and adoption thereof.

PASSED AND ADOPTED this 7th day of July, 2010, by the following vote:

AYES: 7

NOES: 0

ABSENT: 0

Dr. Bob Hughlett



President, Board of Trustees

ATTEST:

Bob Arthur



Secretary, Board of Trustees

CERRITOS COLLEGE

TO: Board of Trustees
FROM: Dr. Linda L. Lacy, President/Superintendent *LLL*
PREPARED BY: David El Fattal, Vice President of Business Services *DEF*
PREPARED BY: Jenney Ho, Director of Purchasing
DATE: July 7, 2010
SUBJECT: **CONSIDERATION TO REJECT BID #0910-09, SOCIAL SCIENCE INTERIOR UPGRADE**

RECOMMENDATION

It is recommended that the Board of Trustees reject all the bids and direct staff to re-bid the project.

OVERVIEW

The District advertised and solicited bids for the Cerritos College Social Science Interior Upgrades.

ANALYSIS

On June 21, 2010, eight bids were received. The low bidders did not include the required information on the bid. Thus, staff is recommending that all the bids be rejected at this time.

FINANCIAL IMPLICATIONS

No financial impact.

ACADEMIC AFFAIRS**Full-Time Instructors**

Name		Discipline	Salary Placement
Codd	Geraldine	Teacher Trac	E18

PE/ATHLETICS**Part-Time Instructors**

Name		Discipline	Salary Placement	Rate
Davidson	Rebekah	Dance	A2	51.71

TECHNOLOGY**Part-Time Instructors**

Name		Discipline	Salary Placement	Rate
Suehr III	Richard	Plastics	A1	48.83

STUDENT SERVICES**Part-Time Counselors**

Name		Discipline	Salary Placement	Rate
Gaines	Ken	Financial Aid	C2	43.10

Part-Time Instructors

Name		Discipline	Salary Placement	Rate
Hsiao	John	English/EOPS	B2	51.71
Loera	Claudia	Counseling	B2	51.71
Schendel	Kelly	Renglish/EOPS	B1	48.83

FACULTY HOURLY - COMMUNITY, INDUSTRY & TECHNOLOGY EDUCATION**Part-Time Instructors**

Name		Assignment	Salary Placement	Rate
Mendoza	Myrna	Adult Education	A2	51.71

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, 2010 OR 175 TOTAL WORKDAYS,
WHICHEVER OCCURS FIRST

Anderson, Omar	Aide-General (Traffic Control Officer)	\$8.00/hr	06/01/10
Garza, Anita	"	"	"
Gonzalez, Jonathan	"	"	"
Martinez, Rochelle	"	"	"
Milner, Wesley	"	"	"
Strawn, Kristen	"	"	"
Taylor, Michael	"	"	"
May, Russell**	Gymnasium Supervisor	\$8.45/hr	06/07/10
Castillo, Lucia**	Clerk	\$8.64/hr	06/15/10
Chavez, Jocelyn**	"	"	"
Garcia, Jesus**	"	"	"
Gomez, Ana**	"	"	"
Gumboc, Zeus**	"	"	"
Jackson, Keely**	"	"	"
Lorn, Roethy**	"	"	"
Quintero, Beatrice**	"	"	"
Toto, Stephany**	"	"	"
Videl, Edward**	"	"	"
Garcia, Albert**	Instructional Aide I	\$9.56/hr	06/15/10
Garcia, Monica**	"	"	"
Jones, Sharon**	"	"	"
Morrison, Danielle**	"	"	"
Sandoval Ricardo**	"	"	"
Watson, Kathleen**	"	"	"
Montiel, Jannet*	Intermediate Clerk	\$9.56/hr	06/15/10
Ramirez, Marilu*	Intermediate Typist Clerk	\$9.56/hr	03/22/10
Salazar, Nancy**	Community Outreach Worker	\$9.99/hr	06/15/10
Williams, Nicole**	"	"	"
Murillo, Frank	Community Service Officer	\$10.53/hr	05/24/10
Ieremia, Kim**	Student Placement Specialist	\$11.88/hr	06/15/10
Roberts, Nancy*	Instructional Aide II	\$12.81/hr	06/10/10

* Categorically Funded

** Specially Funded

Presented to the Board of Trustees 7/07/10

SHORT-TERM HOURLY EMPLOYMENT (AS NEEDED), VARIABLE HOURS PER DAY & DAYS PER WEEK, FOR A PERIOD NOT TO EXCEED JUNE 30, 2010 OR 175 TOTAL WORKDAYS, WHICHEVER OCCURS FIRST

Flores, Christopher*	Technical Director/Designer	\$14.79/hr	06/07/10
Kennedy, Christina*	"	"	"
Martinez III, Tony*	"	"	"
Murray, Dean**	Children's Music Conservatory Specialist	\$19.68/hr	06/15/10
Chavez, Jimmy	Cont. Ed. Specialist (Arts & Crafts)	\$22.45/hr	01/15/10
Chiavaraloti, Suzi**	Community Education Specialist	\$29.15/hr	06/01/10
Garriott, Don*	"	"	05/25/10
Guzman, Julio*	"	"	06/28/10
Holmes, Judi*	"	"	05/25/10
Hunt, Mary*	"	"	"
Nakasone, Harriet*	"	"	"
Bueno, Ni**	Project Specialist (Technical) Level 1	\$75.00/hr	06/01/10
Castellanos, Ebenezer**	"	"	06/02/10
Chester, Robert**	"	"	06/01/10
Taylor, Kevin**	"	"	"

SHORT-TERM HOURLY EMPLOYMENT (AS NEEDED), VARIABLE HOURS PER DAY & DAYS PER WEEK, FOR A PERIOD NOT TO EXCEED JUNE 30, 2011 OR 175 TOTAL WORKDAYS, WHICHEVER OCCURS FIRST

Cos, Jessika	Aide-General (Clerical)	\$8.00/hr	07/01/10
Asif, Muhammad	Aide-Special (Tutor)	\$8.00/hr	07/01/10
Alpenia, Elaine	Clerk	\$8.64/hr	07/01/10
Cahuanzi, Karina	"	"	"
Lorn, Roethy**	"	"	"
Nelson, Edward	"	"	"
Ross, Rosina	"	"	"
Toto, Stephany**	"	"	"
Garcia, Monica**	Instructional Aide I	\$9.56/hr (1)	07/01/10
Hernandez, Fernando*	"	\$9.99/hr (2)	"
Jones, Sharon**	"	\$9.56/hr (1)	"
Morrison, Danielle**	"	"	"
Nelson, Linda	Student Activities Clerk	\$9.56/hr	07/01/10
Powers, Patricia	"	"	"
Reyes, Dolores	"	"	"
Thiel, Joan	"	"	"
Barba, Edna	A&R Registration Clerk	\$10.77/hr (3)	07/01/10
Boss, Brian	"	"	"

SHORT-TERM HOURLY EMPLOYMENT (AS NEEDED), VARIABLE HOURS PER DAY & DAYS PER WEEK, FOR A PERIOD NOT TO EXCEED JUNE 30, 2011 OR 175 TOTAL WORKDAYS, WHICHEVER OCCURS FIRST


Carranza, Quinn	A&R Registration Clerk	\$10.77/hr (3)	07/01/10
Favela-Gutierrez, Samuel	"	"	"
Leyva, Crystina	"	\$9.76/hr (1)	"
Littrell, Christina	"	\$10.77/hr (3)	"
Meza, Marisol	"	\$9.76/hr (1)	"
Pena, Bethany	"	\$10.77/hr (3)	"
Bello, Rosalinda	A&R Assistant	\$9.76/hr	07/01/10
Burton, Rachal	"	"	"
Daniels, Keireyshawyn	Program Assistant I	\$9.99/hr	07/01/10
Francisco, Anna*	Tutorial Technician	\$9.99/hr	07/01/10
Martinez, Beatriz*	"	"	"
Hurtado Gonzalez, Emmanuel*	"	"	"
Leon, Jose*	"	"	"
Pina, Maria*	"	"	"
Velez, Rodolfo*	"	"	"
Cuevas, Vincent	Community Outreach Worker	\$9.99/hr	07/01/10
Duron, Renee	"	"	"
Lopez, Jenel	Aquatics, Specialist	\$10.11/hr	07/05/10
Patronas, Sofia	"	"	"
Littrell, Sharon	Aide-Special (Lead A&R Clerk)	\$12.19/hr (3)	07/01/10
Iacovelli, Connie*	Program Assistant II	\$11.34/hr	07/01/10
Santa Inez, Mark	"	"	"
Benavidez, Nadia*	Account Technician III	\$11.88/hr	07/01/10
Ieremia, Kim**	Student Placement Specialist	\$11.88/hr	07/01/10
Markey, Yolanda	Student Services Assistant II	\$11.88/hr	07/01/10
Nance, Michael*	Instructional Aide II	\$14.13/hr	07/01/10
Bruce, Rachel*	Program Facilitator	\$13.79/hr	07/01/10
Fraps, Bryant*	Educational Technology Trainer	\$18.60/hr	07/01/10
Barrera De Contreras, Gabriela**	Cont. Ed. Specialist (Cultural Arts)	\$28.07/hr	07/01/10
Auer, Christina*	Community Education Specialist	\$29.15/hr	07/01/10
Baker, Virginia*	"	"	"
Garriott, Don*	"	"	"
Hunt, Mary*	"	"	"
Layne, Jean*	"	"	"


SHORT-TERM HOURLY EMPLOYMENT (AS NEEDED), VARIABLE HOURS PER DAY & DAYS PER WEEK, FOR A PERIOD NOT TO EXCEED JUNE 30, 2011 OR 175 TOTAL WORKDAYS, WHICHEVER OCCURS FIRST


Love-Queen, Cheryl*	Community Education Specialist	\$29.15/hr	07/01/10
Marez, Jose*	"	"	"
McCord, Mildred*	"	"	"
McFarland, Lillian Monica*	"	"	"
Nutt, Karen*	"	"	"
O'Neil, Jeanie*	"	"	"
Quesada, Alfred*	"	"	"
Robertson, Deena*	"	"	"
Smith, TaWanna*	"	"	"
Sodetani, Martha*	"	"	"
Walker, Joseph*	"	"	"
Castellanos, Ebenezer**	Project Specialist (Technical) Level I	\$75.00/hr	07/01/10

CERRITOS COLLEGE

TO: Board of Trustees

FROM: Dr. Linda L. Lacy, President/Superintendent 

REVIEWED BY: Victor Collins, Interim Director of Human Resources 

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

DATE: July 7, 2010

SUBJECT: **Consideration of Approval of New Classified Job Classification and Position of Coordinator of Student Activities**

RECOMMENDATION

It is recommended that the Board of Trustees approve the establishment of the classified job classification of Coordinator of Student Activities as described in the attached class specification and the recommended salary placement at Grade 45 (\$4,687 - \$5,652 per month) of the Classified Salary Schedule.

OVERVIEW

The need exists to establish a new classified job classification of Coordinator of Student Activities to provide direct student support to the programs and services of the Student Activities department. The assigned duties and responsibilities, as well as qualifications required for the position are specified in the attached job description.

ANALYSIS

The establishment of this position is necessary to provide student and organization advisement, student supervision, program and event coverage, budget control, and other essential functions of the Student Activities department. The position reports to the Director of Student Activities while providing an organizational structure that is comparable to other leading student activities programs in the California Community College system. As detailed in the attached job description, the incumbent will develop and promote effective programs; facilitate training for organizational development; assist in planning and supervision of commencement, student leadership conferences, and student awards and scholarship programs; oversees the orientation training services for advisors of student organizations; and other specified duties and responsibilities. Human Resources reviewed the proposed job description for this job classification and the recommended salary placement that is consistent with the internal alignment of classifications with comparable levels of responsibility on the Classified Staff Salary Schedule. The establishment of this position is recommended by Holly Bogdanovich, Director of Student Activities, and Dr. Stephen Johnson, Vice President of Student Services.

FINANCIAL IMPLICATIONS

Funding provided in established unit budget.

Attachment: Class Specification

CERRITOS COMMUNITY COLLEGE DISTRICT

JOB DESCRIPTION

CLASSIFICATION: Coordinator of Student Activities

DATE APPROVED:

RANGE: 45

DEFINITION

Under the general supervision of the Director of Student Activities, organizes, develops and implements student activities, programs and services for the department. Assists in the oversight of the budget, facility, supplies and equipment for the department. Must be available to work evenings and weekends and overtime for student programs and events.

EXAMPLES OF DUTIES

1. Develops, implements, maintains and promotes effective student activities programs and services for the department.
2. Interacts with students, faculty, managers and community members to promote and support student activity programs.
3. Facilitates training programs including the student leadership training, organizational development training, and new officer training.
4. Assists in the planning, promotion, supervision and production of a number of student activities, including: college commencement; student leadership conference; student awards and scholarship programs; pre-game and half-time programs at athletic events; and educational, recreational, social and cultural programs and events.
5. Oversees the orientation and training of Advisors for Student Organizations. Annually reviews, prepares and publishes the *Organizational Guide* and *Advisors' Handbook*. Provides general support for advisors, including programmatic advice and direction in meeting District standards for safety, accountability, and risk management.
6. Oversees student club and organization Trust accounts in accordance with Title 5 regulations and District fiscal guidelines and requirements.
7. Assists in the development, implementation, publication, distribution and maintenance of the Department's master calendar for Student Activities and for Student Center Complex usage and activities.
8. Assists in advisement, planning and implementation of fund-raising and other events and activities.

9. Advises students regarding program-related matters. Serves as an advisor for the inter-club council.
10. Responsible for the verification and monitoring of student eligibility for organizational membership and participation.
11. Responsible for the supervision, operations and activities of and in the Student Center Complex.
12. Responsible for Falcon Flyer publications; approval of publicity of student activities on campus; and information items on campus boards and marquees.
13. Monitors students working on Student Activities projects; and leads students and campus personnel involved in Student Activities' projects and assignments.
14. Monitors the Student Center Complex for cleanliness, orderliness and safety.
15. Participates in ordering supplies and equipment for the Department for student programs and activities while supporting the cost containment and other management objectives of the department.
16. Performs other related duties as assigned.

EMPLOYMENT STANDARDS

Bachelor's degree from an accredited college or university in a related field or the equivalent. Experience in college student leadership, student or pupil personnel and/or organizational development. Two years of recent experience in the coordination of education and/or leadership programs or the equivalent.

Knowledge and understanding of and sensitivity and commitment to meeting the needs of the diverse academic, ethnic, cultural, socioeconomic, and disability background of the student and community population.

KNOWLEDGE AND ABILITIES:

Knowledge of: leadership development in a community college setting; student activities and student government; California State Education Code provisions and Administrative Regulations regarding community college student programs; the philosophy and objectives of the community college.

Ability to: provide leadership development to community college students; communicate effectively with staff, students and the public both orally and in writing; spell, use correct grammar in and proofread written work; use computer software including Excel, Word, Access, Publisher, PowerPoint and website construction and maintenance programs;

PHYSICAL ABILITIES

Requires the ability to accomplish work of a sedentary to moderately active nature. Requires ability to move to various office, classroom, auditorium and outdoor locations and walk and stand for extended periods of time. Requires the ability to lift, push, and pull light to medium weight objects (25 lbs.) on an occasional basis. Requires manual and finger dexterity to use a personal computer keyboard and pointing device and other common office equipment. Requires near visual acuity to make arithmetic calculations, read printed materials, and view computer screens. Requires speech and hearing ability to project voice to a large audience, carry on telephone conversations, and hear verbal communications. Requires the ability to work varying schedules.

CERRITOS COLLEGE

TO: Board of Trustees
FROM: Dr. Linda L. Lacy, President/Superintendent *LLL (by WCF)*
PREPARED BY: Victor Collins, Interim Director of Human Resources *VC*
DATE: July 7, 2010
SUBJECT: **Consideration of Approval of Contract Management Class Specification/Job Description and Placement on Contract Management Salary Schedule**

RECOMMENDATION

It is recommended that the Board of Trustees approve the class specification/job description for the newly created position of Vice President of Human Resources and its salary placement on the Contract Management Salary Schedule.

OVERVIEW

The College administration has prepared a proposed class specification/job description to describe the skills, knowledge and abilities to be assigned to the reorganized position of the Vice President of Human Resources. The description and salary range will be utilized in the recruitment/selection process for the Vice President position.

ANALYSIS

The College position for the Director of Human Resources has been vacant for a number of years as the District assigned Human Resources administrative staff to the "Acting" position. Since the retirement of the previous Acting Director of Human Resources the College administration has evaluated the duties and responsibilities of the Director of Human Resources in consultation with the Interim Director. Based upon the organization needs, duties and responsibilities that are assigned to the Director of Human Resources, it was determined that the level of responsibility is comparable to other Vice President positions. In addition, the Interim Director of Human Resources has correctly identified the difficulty in recruiting a Director of Human Resources of sufficient caliber to effectively perform the duties and responsibilities of this senior administrative position. Thus the secondary basis for the reorganization and assignment of the Director of Human Resources to a Vice President level is to enhance the College's ability to recruit and retain a well-qualified person. The recommended salary placement is consistent with the internal alignment for Vice President positions at Cerritos College.

FINANCIAL IMPLICATIONS

Although the potential salary exceeds the earnings available to the current Director position, it is anticipated that the salary placement will not result in additional cost to the District.

Attachment

000021

CERRITOS COMMUNITY COLLEGE DISTRICT

Class Specification/Job Description

Classification: Vice President of Human Resources **Date Approved:**

Salary Schedule: Contract Management
(Salary and other conditions of
employment included in an
Individual employment contract)

DEFINITION

Under the direction of the President/Superintendent, the Vice President of Human Resources is responsible to plan, organize, coordinate, and direct the District's comprehensive human resources and employee relations program; negotiate, interpret, and assure compliance with collective bargaining agreements and various state and federal laws, codes, rules, and regulations related to human resources; oversee staff development programs pertaining to areas of responsibility; supervise implementation and efficient operation of the automated human resources information system (PeopleSoft); closely coordinate department operations with District payroll, health and welfare, program and operations, workers compensation and other administrative operations of the College in a collaborative manner. Advise the President/Superintendent, members of the Board of Trustees, senior and executive administrative staff on policy and procedures, legal mandates and the impact of related legislation on the District. Provide highly responsible and complex administrative support to the President/Superintendent while establishing and providing a high standard of vision, leadership and direction for the District's Human Resources function.

REPRESENTATIVE DUTIES

1. Plan, organize, coordinate and direct the District's human resources and employee relations programs and services; develop, implement and document policies and procedures to effectively manage academic and classified personnel; assure compliance with state and federal laws and regulations, collective bargaining agreements, Board policies, and regulations.
2. Coordinate and administer the recruitment and selection of all District employees; develop recruitment guidelines and processes to ensure equal opportunity and diversity in the appointment, promotion, transfer, reassignment, retention and termination of employees; assure the fair, consistent, efficient, and objective interpretation and application of human resources policies and procedures.

000022

3. Plan, organize and direct the District's staff diversity program; compile and analyze related data and prepare reports; review data to evaluate the effectiveness of employment practices including targeted recruitment and executive searches; monitor adherence to the District hiring process according to diversity guidelines and evaluate appropriate modifications to the Faculty and Staff Diversity Plan; administer the receipt, investigation, and resolution of complaints regarding discrimination and sexual harassment.
4. Serve as the District Representative or Chief Negotiator for the District in collective bargaining with employee organizations. Plan, organize, direct, and participate in collective bargaining negotiations with employee organizations and processes in accordance with policy direction from the President/Superintendent and the Board of Trustees; prepare and evaluate proposals and responses to employee organization proposals; discuss negotiation strategies with the President/Superintendent, Board of Trustees, and District administrators; communicate with College management regarding contract changes and advise and collaborate with District negotiating team members.
5. Interpret, monitor, and assist with compliance of collective bargaining agreements; conduct meetings with employee organization representatives to discuss issues related to contracts and to resolve issues involving employee relations or contractual interpretations or disputes, including the grievance process; develop and promote employee relations practices to maintain positive employer-employee relations.
6. Administer the discipline process including reprimands, suspensions, demotions, and dismissals; coordinate related hearings; administer the employee formal and informal grievance procedures; in consultation with affected administrators, conduct and/or direct investigations and hearings as appropriate; serve as hearing officer; coordinate with legal counsel and make recommendations to the President/Superintendent and Board of Trustees as appropriate; mediate employee grievances and facilitate resolution.
7. Participate in the administration of employee health and welfare benefits programs to include medical, dental, vision, life, and disability plans for eligible personnel; assure compliance with applicable laws and policies; assist in the administration of the District's COBRA benefit program.
8. Administer and maintain a comprehensive classification plan for positions within the District; conduct studies related to compensation, benefits, and classification of positions in the District; audit positions, recommend new classifications as needed, and allocate positions using established methods of job evaluation; gather, analyze, and interpret compensation and benefits data.

9. Plan, develop, and administer the annual budget for the Human Resources Department; review, analyze, and make recommendations on budget and financial data; monitor, control, and authorize expenditures in accordance with established District and department budget procedures; maintain appropriate records and documentation according to District purchasing policies and procedures.
10. Plan, organize, and administer the preparation and maintenance of personnel records, files, and data as required by state and federal laws and regulation, as well as District policies and procedures; develop appropriate records storage and retention systems and schedules; assure adequate documentation related to employee selection, promotion, and separation.
11. Select, assign, orient, train, supervise, counsel, discipline, and evaluate, according to prescribed schedules, the performance of direct subordinates; appropriately delegate the responsibility for supervision of indirect subordinates to subordinate supervisors to assure efficient and effective performance of assigned personnel; plan, coordinate, and arrange for appropriate training of department personnel.
12. Evaluate, recommend, and implement techniques to improve department policies and practices, increase efficiency and keep abreast of current trends and practices in the field of community college human resources administration.
13. Represent the Human Resources Department at Board of Trustees meetings and present verbal and written information as required; provide technical expertise, information and assistance to the President/Superintendent; communicate with other District administrators, personnel and contractors to coordinate activities, programs and services, resolve issues and conflicts and exchange information; work cooperatively as a member of the District management staff toward the achievement of its goals and objectives; provide leadership consistent with the mission and function of the District.
14. Lead or participate in District or College committees, initiatives, teams, or ad-hoc groups; complete assigned tasks when serving on such groups.
15. Recommend, plan, design, and implement training sessions for employees throughout the District organizational structure as needed; plan, schedule, and arrange for trainers/facilitators to present appropriate staff development activities and sessions.
16. Plan, organize, prepare, or direct the preparation and maintenance of a variety of narrative and statistical reports, records, and files related to assigned activities and personnel; plan, organize, and present a variety of written and oral reports to the Board of Trustees, President/ Superintendent, District Management Team, and other District constituent groups.

QUALIFICATIONS

- Master's degree in a field or subject area that reasonably relates to the skills, knowledge, and abilities required for the successful completion of the position job duties and responsibilities. (Candidates with foreign degrees must provide official certification of equivalency to U.S. degrees by a certified U.S. credential review service)
- Five years of varied and increasingly responsible human resources management experience, including collective bargaining. Public educational or public sector experience is desired.
- Demonstrated sensitivity to and understanding of the diverse academic, socio-economic, cultural, ethnic and disability backgrounds of community college students and employees.
- Demonstrated effectiveness in leading and motivating administrators, managers, faculty and staff collaboratively in a collegial and shared governance environment.
- Demonstrated professional/personal characteristics that ensure effective working relationships with Board of Trustees members, the President/Superintendent, management, faculty and classified personnel as well as community members.

KNOWLEDGE AND ABILITIES

Knowledge of:

- Principles and practices of human resources management, including recruitment, classification, and compensation and collective bargaining in the public sector.
- State and federal laws and regulations related to human resources management, collective bargaining, and community college administration.
- Negotiation techniques and collective bargaining processes.
- Human resources information systems functions and operations.
- Wage and hour administration.
- Techniques and legal mandates pertaining to recruitment, selection, employee classification, and records management.
- Principles of administration, supervision, performance evaluation and training.
- Principles and practices of budget preparation and administration.
- Progressive discipline procedures and documentation.
- Strategic planning.
- Oral and written communication skills.
- Interpersonal skills including tact, patience and diplomacy.

Ability to:

- Provide leadership in human resources areas including recruitment, selection, affirmative action, equal opportunity, compensation and benefits, collective bargaining, grievance and discipline procedures, performance appraisal, and records management.
- Plan, organize, coordinate, and direct the District's personnel management and employer-employee relations programs and activities for academic and classified personnel.
- Interpret, apply, and explain complex policies and legal requirements.
- Provide technical expertise and assistance to District personnel regarding assigned functions.
- Select, assign, orient, train, supervise, counsel, discipline and evaluate employee performance of department personnel.
- Plan, negotiate and implement collective bargaining agreements.
- Participate in and manage the development and implementation of a complex human resources information system.
- Assure the accurate and timely preparation, maintenance, and retention of personnel files, data, reports and documentation.
- Prepare and present comprehensive written and verbal reports and recommendations in a professional and effective manner.
- Assure the integrity of District human resources systems and functions.
- Establish and maintain effective and cooperative working relationships with others, including people of diverse socioeconomic, cultural, ethnic and disability backgrounds.

CERRITOS COMMUNITY COLLEGE DISTRICT
MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
AUGUST 4, 2010

- I. CALL TO ORDER The meeting was called to order at 6:00 p.m. by Dr. Bob Hughlett, 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. Felipe Grimaldo, Student Trustee. Dr. Shin Liu was not present. Others present were the Vice President of Academic Affairs, Vice President of Student Services, Vice President of Business Services, Faculty Senate Vice President and a CSEA Representative.
- II. PLEDGE OF ALLEGIANCE The flag salute was led by Mr. Grimaldo.
- 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 July 7, 2010. The vote for approval was unanimous (student advisory vote: aye).
- IV. INSTITUTIONAL PRESENTATIONS A. Dr. Lacy presented Francesca Bello with the Outstanding Classified Employee of the Month Award for the month of June 2010.
- Retirement B. Dr. William Dunroe was not present to receive his plaque.
- V. PUBLIC PRESENTATIONS There were no public presentations.
- VI. CONSENT AGENDA It was moved by Mr. Arthur and seconded by Mr. Jackson to approve the consent agenda and addendum. The vote for approval and/or ratification of the following items was unanimous (student advisory vote: aye):
- A. It was moved by Mr. Arthur and seconded by Dr. Edmiston to accept gifts with letters of thanks to the following:
- 4' x 5' Box Trailer
Donated by: Bernie Valdez
7448 Iroquois Drive
Buena Park, CA 90620
- B. New Course Offerings, as attached.
- C. Cooperative Education Work Experience Plan, as attached.
- D. Notice of Completion for Bid #0809-03, Southland Cerritos Center for Transportation, as attached.
- E. Purchase Orders for the Quarter Ending June 30, 2010:
- | | | |
|-----------------|----------------|----------------|
| Purchase Orders | 36082 to 36996 | \$2,901,002.66 |
|-----------------|----------------|----------------|
- F. New/Amended Contracts under \$25,000 for the Quarter Ending June 30, 2010:
- | | | |
|-------------------|----------------------|--------------|
| New Contracts | C09-1079 to C09-1117 | \$101,872.00 |
| Amended Contracts | | \$70,279.54 |

G. General Fund, Special Reserve Funds, Restricted Funds, Financial Aid Fund, and Payroll Clearance Fund Warrants for the Quarter Ending June 30, 2010:

Payroll "A" Warrants	6,847	\$15,268,353.84
Other "B" Warrants	2,387	\$14,067,511.91

H. Contracts:

Construction
AMENDMENT

1. USS Cal Builders, Inc.

Gymnasium Seismic Retrofit
Facilities

On June 9, 2010, the Board of Trustees awarded a contract to USS Cal Builders, Inc. for the Gymnasium Seismic Retrofit project. USS Cal Builders, Inc. notified the District that a sub contractor listed in the bid document is unable to fulfill their contract obligation. Below is the name of the original subcontractor and the new subcontractor who will replace them. There is no additional cost to the contract for the substitution of the contractor.

*Subcontractor: Union Environmental, Inc.
Type of Work: Abatement and Demolition
Replace With: Allied Environmental Services*

License
RENEWAL

2. Foundation for California Community Colleges (FCCC)

Computerland of Silicon Valley
Microsoft Campus Agreement
Information Technology

To renew the agreement with Foundation for California Community Colleges (FCCC) for an annual license for the major Microsoft products. The renewal period will be from October 1, 2010 through September 30, 2011. Total cost will be \$67,233 with funding from the Information Technology Division.

I. Resignations Accepted by President/Superintendent, as follows:

Stapp, Dr. Leslie, Professor (Philosophy Department), effective June 30, 2010

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

Gonzalez, Keri M., Instructor (Nursing), @ E-3 (\$60,824/annual), 10-School Month Contract, effective August 16, 2010.

Added by addendum:

Lead Child Development Teacher @1-4 (\$4,460.00 per month) effective August 9, 2010: Reena Popiel de Cazaux (Child Development Center)

Lead Child Development Teacher @1-1 (\$3,886.00 per month) effective August 9, 2010: Janice Chan (Child Development Center)

Child Development Teacher @2-1 (\$3,248.00 per month) effective August 9, 2010: Diana Echeverria (Child Development Center)

Child Development Teacher @2-1 (\$3,248.00 per month) effective August 9, 2010: Desiree Robles (Child Development Center)

*Custodian @24-1 (\$2,886.00 per month) effective August 16, 2010:
Tramaine Peele (Culinary Arts)*

- K. Request for Reduced Workload Prior to Retirement Pursuant to the Provisions of Administrative Procedure 7210 and Education Code Section 87483, as attached.
- L. Employment of Temporary and/or Substitute Hourly Faculty Personnel, as needed for 2010-2011 Academic Year, as attached.
- M. Employment of 2010 Summer Session Faculty Personnel, as attached.
- N. Approval and/or Ratification of Request for Unpaid Leave of Absence, as follows:

Isai, Linda, Program Facilitator (CITE), effective September 13, 2010 through December 3, 2010

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

VII. ADMINISTRATIVE MATTERS

No items were presented.

VIII. REPORTS

A. Board of Trustees

Mr. Arthur stated that the Foundation Golf Tournament held on August 2 was well-attended and a great event. He also encouraged everyone to visit the Vietnam Moving Wall in Norwalk between August 19 and 22.

Mr. Jackson stated that he will be visiting the Vietnam Moving Wall and added that it will be a very moving event.

Dr. Cho stated that she attended the Korean War Veterans Ceremony in Cerritos on July 27 and added that it was very moving.

Mr. Grimaldo indicated that the Veterans Club will be assisting with name searches at the Vietnam Moving Wall. He concluded by stating that he is looking forward to attending the CCLC Student Trustees Workshop on August 20 where he is running for the position of CCCT Student Board Member.

B. Faculty and Staff Leadership

Ms. Hoppe-Nagao stated that Faculty Senate will hold its first meeting on August 4.

Ms. Medina stated that staff is anxious to begin the Fall semester and added that there has been a lot of positive chatter on campus.

C. President/Superintendent and Vice Presidents

Mr. El Fattal indicated that the college received \$14.5 million in cash deferrals but added that the college did not receive its July apportionment.

Dr. Johnson stated that the headcount at Cerritos College is 21,400 as of August 3. He indicated that notices regarding limited course availability have been distributed to students. He concluded by sharing that Dr. Lucinda Aborn was a presenter at the International Conference on Higher Education and Disability.

- | | | |
|------|----------------------|--|
| IX. | CLOSED SESSION | The Board adjourned to closed session at 6:23 p.m. |
| X. | RECONVENE | The Board reconvened at 7:18 p.m. |
| XI. | ADJOURNMENT | The meeting was adjourned at 7:18 p.m. |
| XII. | NEXT REGULAR MEETING | The next regular meeting of the Board of Trustees is scheduled for Wednesday, September 1, 2010 at 6:00 p.m. |



Dr. Bob Hughlett, Board President



Bob Arthur, Board Secretary

LIBERAL ARTS

FREN 285

Romance Linguistics

3.0 Units

Class hours: 3 lecture

Prerequisite: FREN 101 with a grade of Pass or "C" or higher.

Corequisite: None

Recommendation: None

This course will analyze the evolution of Romance languages from Latin. French utterances will be structured through phonological, morphosyntactic, and lexical norms. This course is not open to students who are enrolled in or have received credit in SPAN 285. This course will be taught in English.

SPAN 285

Romance Linguistics

3.0 Units

Class hours: 3 lecture

Prerequisite: SPAN 101 or SPAN 111 with a grade of Pass or "C" or higher.

Corequisite: None

Recommendation: None

This course will analyze the evolution of Romance languages from Latin. Spanish utterances will be structured through phonological, morphosyntactic, and lexical norms. This course is not open to students who are enrolled in or have received credit in FREN 285. This course will be taught in English.

CERRITOS COLLEGE

TO: Board of Trustees
FROM: Dr. Linda L. Lacy, President/Superintendent *LL*
REVIEWED BY: William C. Farmer, Jr., Vice President of Academic Affairs
PREPARED BY: Nick Kremer, Executive Dean, Community, Industry and Technology Education
DATE: August 4, 2010
SUBJECT: **Consideration of Approval of Cooperative Education Work Experience Plan**

RECOMMENDATION

It is recommended that the Board of Trustees approve the Cooperative Education Work Experience Education Plan.

OVERVIEW

The college needs to have an updated Cooperative Education Work Experience Plan in order to implement new Title V regulations governing work experience.

ANALYSIS

The college has offered a work experience program for many years that enables students to earn credit for practical field experience. New regulations have been adopted under Title V that increase the flexibility of the program. In order to take advantage of these new regulations, the college needs to adopt a new Board-approved plan.

FINANCIAL IMPLICATIONS

There is no cost to adopt the plan.

**California Community College District
Cooperative Work Experience Education Plan**

**PART I
CONTACT INFORMATION**

DISTRICT/College(s)

If you are a multiple college district, please indicate all colleges covered. Individual variations with plan details should be delineated in the appropriate sections of the plan.

Cerritos Community College District		

Contact information for clarification any questions, such as name/contact information for person who prepared the plan, the Chief Instructional Officer, or other individual(s) designated by District.

Please include Name, Title, District, Email, and Telephone

Name: Nick Kremer **Title:** Executive Dean of CITE

District: Cerritos Community College District **Email:** nkremer@cerritos.edu

Phone: (562)860-2451 ext. 2485

Name: William C. Farmer, Jr. **Title:** Vice President of Academic Affairs/Assistant Superintendent

District: Cerritos Community College District **Email:** wfarmer@cerritos.edu

Phone: (562)860-2451 ext. 2226

PART II
RESPONSES TO PLAN REQUIREMENTS

This and following sections set forth a Title 5-required element, background information as appropriate, and prompts the district's required and/or optional response.

- (1) A statement that the district has officially adopted the plan, subject to approval by the State Chancellor**
(§55251)

Date plan approved by local board: August 24, 2010 Please also attach Board minutes or other documentation.)

Optional comments, if any, on process for Plan development (i.e., local Academic Senate review, curriculum committee deliberations, other deliberations).

Initial communication was made through e-mail with the members of the Technical and Occupational Programs Committee which is made up of faculty and administrators involved in these programs. Input and taken and a draft plan was circulated to the same group and the vice president of discussion. The draft plan was then formally discussed and a final plan was agreed upon in the college's instructional council.

**California Community College District
Cooperative Work Experience Education Plan**

(2) Specific description of (§55251):

(a) District responsibilities (§55251):

Background: Title 5 criteria and requirements
District Services. (§55255).
(a) The district shall provide sufficient services for initiating and maintaining on-the-job learning stations, coordinating the program, and supervising students. The supervision of students shall be outlined in a learning agreement coordinated by the college district under a state-approved plan. The employer and the qualified Community College Instructor/Coordinator shall share responsibility for on-the-job supervision, which shall include but not be limited to:
(1) Instructor/Coordinator consultation in person with employers or designated representatives to discuss students' educational growth on the job.
(2) Written evaluation of students' progress in meeting planned on-the-job learning objectives.
(3) Consultation with students in person to discuss students' educational growth on the job.
(b) The district shall provide the above services at least once each quarter or semester for each student enrolled in the Cooperative Work Experience Education. Qualified adjunct faculty may be hired from other institutions to develop the learning contracts and make the "in-person" consultation for a student that is out of a college's geographical region, state, or in another country. For legally indentured apprentices, the requirements of this section may be delegated to the Joint Apprenticeship Committee in order to avoid duplication of supervisory services. The responsibility for compliance with Education Code and title 5 Cooperative Work Experience Education requirements remains with the college.
(c) In certain limited situations that will be defined in guidelines issued by the Chancellor, the district may substitute approved alternatives to "in person" consultations. The guidelines will specify the types of alternatives which districts may approve and the circumstances under which they may be used. In establishing and maintaining guidelines on such alternatives, the Chancellor shall consult with, and rely primarily on the advice and judgment of, the statewide Academic Senate and shall provide a reasonable opportunity for comment by other statewide and regional representative groups.

District will comply with these requirements.

Optional: Additional comments or narrative on District Services, if any.

N/A

**California Community College District
Cooperative Work Experience Education Plan**

(a) District responsibilities

Background: Title 5 criteria and requirements

Records. (§55256).

- (a) The district shall maintain records which shall include at least the following::
- (1) The type and units of Cooperative Work Experience Education in which each student is enrolled, where the student is employed, the type of job held and a statement signed and dated by an academic employee which sets forth the basis determining whether the student is qualified for Occupational or General Work Experience.
 - (2) A record of the work permit issued, if applicable, signed by the designated issuing agent.
 - (3) The employer's or designated representative's statement of student hours worked and evaluation of performance on the agreed-upon learning objectives. Work hours may be verified either by weekly or monthly time sheets or by a summary statement at the end of the enrollment period.
 - (4) New or expanded on-the-job measurable learning objectives which serve as part of the basis for determining the student's grade, signed by academic personnel, the employer or designated representative, and the student.
- (1) Instructor/Coordinator consultation in person with employers or designated representatives to discuss students' educational growth on the job.
- (2) Written evaluation of students' progress in meeting planned on-the-job learning objectives.
- (3) Consultation with students in person to discuss students' educational growth on the job.
- (b) Records must be maintained which are signed and dated by academic personnel documenting:
- (1) Consultation(s) in person with the employer or designated representative.
 - (2) Personal consultation(s) with the student.
 - (3) Evaluation of the student's achievement of the on-the-job learning objectives.
 - (4) The final grade.

District will comply with these requirements.

NOTE: The Chancellor's Office interprets the lack of a plural option under "type ... of Cooperative Work Experience Education..." to prohibit a student from concurrently enrolling in multiple "types" of Cooperative Work Experience Education.

Optional: Additional comments or narrative on Record Keeping, if any.

N/A

**California Community College District
Cooperative Work Experience Education Plan**

(b) Student responsibilities (§55251):

Background: Title 5 criteria and requirements

Student Qualifications (§55254).

In order to participate in Cooperative Work Experience Education students shall meet the following criteria:

- (a) Pursue a planned program of Cooperative Work Experience Education which, in the opinion of the Instructor/Coordinator, includes new or expanded responsibilities or learning opportunities beyond those experienced during previous employment.
- (b) Have on-the-job learning experiences that contribute to their occupational or education goals.
- (c) Have the approval of the academic personnel.
- (d) Meet the following condition if self-employed: Identify a person who is approved by academic personnel to serve as the designated employer representative. This representative shall agree in writing to accept the following employer responsibilities:
 - (1) Assist the student in identifying new or expanded on-the-job learning objectives.
 - (2) Assist in the evaluation of the student's identified on-the-job learning objectives.
 - (3) Validate hours worked.

Optional: Additional comments or narrative on Student responsibilities, if any.

The district complies with all of the above listed criteria.

**California Community College District
Cooperative Work Experience Education Plan**

(c) Employer responsibilities (§55251):

Background: Title 5 criteria and requirements

Records. (§55256).

- (a) The district shall maintain records which shall include at least the following:
- (1) The type and units of Cooperative Work Experience Education in which each student is enrolled, where the student is employed, the type of job held and a statement signed and dated by an academic employee which sets forth the basis for determining whether the student is qualified for Occupational or General Work Experience.
 - (2) A record of the work permit issued, if applicable, signed by the designated issuing agent.
 - (3) The employer's or designated representative's statement of student hours worked and evaluation of performance on the agreed-upon learning objectives. Work hours may be verified either by weekly or monthly time sheets or by a summary statement at the end of the enrollment period.
 - (4) New or expanded on-the-job measurable learning objectives which serve as part of the basis for determining the student's grade, signed by academic personnel, the employer or designated representative, and the student.
- (b) Records must be maintained which are signed and dated by academic personnel documenting:
- (1) Consultation(s) in person with the employer or designated representative.
 - (2) Personal consultation(s) with the student.
 - (3) Evaluation of the student's achievement of the on-the-job learning objectives.
 - (4) The final grade.

Job Learning Stations. (§55257)

Job learning stations shall meet the following criteria:

- (a) Employers or designated representatives agree with the intent and purposes of Cooperative Work Experience Education for students and are given a copy of each student's approved on-the-job learning objectives.
- (b) Job learning stations offer a reasonable probability of continuous work experience for students during the current work experience enrollment term.
- (c) Employers or designated representatives agree to provide adequate supervision, facilities, equipment, and materials at the learning stations to achieve on-the-job learning objectives.
- (d) Employers agree to comply with all appropriate federal and state employment regulations.

District will comply with these requirements.

Optional: Additional comments or narrative on Employer responsibilities, if any.

N/A

**California Community College District
Cooperative Work Experience Education Plan**

(c) Employer responsibilities (§55251):

Background: Title 5 criteria and requirements

Consultation(s) in person with the employer. (§55255).

(b) The district shall provide the above services at least once each quarter or semester for each student enrolled in the Cooperative Work Experience Education. Qualified adjunct faculty may be hired from other institutions to develop the learning contracts and make the "in-person" consultation for a student that is out of a college's geographical region, state, or in another country. For legally indentured apprentices, the requirements of this section may be delegated to the Joint Apprenticeship Committee in order to avoid duplication of supervisory services. The responsibility for compliance with Education Code and title 5 Cooperative Work Experience Education requirements remains with the college.

(c) In certain limited situations that will be defined in guidelines issued by the Chancellor, the district may substitute approved alternatives to "in person" consultations. The guidelines will specify the types of alternatives which districts may approve and the circumstances under which they may be used. In establishing and maintaining guidelines on such alternatives, the Chancellor shall consult with, and rely primarily on the advice and judgment of, the statewide Academic Senate and shall provide a reasonable opportunity for comment by other statewide and regional representative groups.

The approved guidelines issued by the Chancellor for Districts to substitute approved alternatives to "in person" consultations is attached.

District will use alternatives to "Consultation(s) in person," as described in Title §55255(c).

District will not use alternatives "Consultation(s) in person," as described in Title §55255(c).

Comments on "Consultation(s) in person," if any, including criteria and limits on alternatives to "Consultation(s) in person."

The use of an alternative to an "in-person" visit must have prior approval by the instructional dean and be used in one of the following situations:

- Due to either an emergency or security of the instructor/supervisor or student, an alternative visit may be used in lieu of an in-person visit.
- The assigned work hours make the visit impossible. All efforts towards scheduling have been considered.
- The cooperative work experience location and the supervisor location are in different virtual offices.
- The cooperative work experience location is greater than 100 miles from the college and hiring a distant adjunct faculty is not feasible.

Acceptable alternative visits may include:

- Phone visit
- Teleconference
- Video conference
- Other two-way synchronistic methodology

**California Community College District
Cooperative Work Experience Education Plan**

(d) Other cooperating agencies in the operation of the program, if any. (§55251)

Comments on other cooperating agencies in the operation of the program, if any.

The college does not use any other cooperating agencies in the operation of this program.

**California Community College District
Cooperative Work Experience Education Plan**

(3) Specific description of each type of CWEE (§55251):

Types of Cooperative Work Experience Education (§55252)

Cooperative Work Experience Education is a district-initiated and district-controlled program of education consisting of the following types:

Check all that will be offered at the district:

- X (a) General Work Experience Education is supervised employment which is intended to assist students in acquiring desirable work habits, attitudes and career awareness. The work experience need not be related to the students' educational goals.

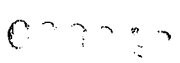
- (b) Occupational Work Experience Education is supervised employment extending classroom based occupational learning at an on-the-job learning station relating to the students' educational or occupational goal.

- Minor Students in Work Experience
All laws or rules applicable to minors in employment relationships are applicable to minor students enrolled in work-experience education courses. (§55250.2).

- X Work Experience Programs for Students with Developmental Disabilities. (§55250.4)
The governing board of any community college district which establishes and supervises a work experience education program in which students with developmental disabilities are employed in part-time jobs may use funds derived from any source, to the extent permissible by appropriate law or regulation, to pay the wages of students so employed.
The Board of Governors hereby finds and declares that the authority granted by the provisions of this section is necessary to ensure that the work experience education program will continue to provide a maximum educational benefit to students, particularly students with developmental disabilities, and that such program is deemed to serve a public purpose.

Work Experience Education Involving Apprenticeable Occupations. (§55250.5)

Work-experience education involving apprenticeable occupations shall be consistent with the purposes of chapter 4 (commencing with section 3070) of division 3 of the Labor Code and with standards established by the California Apprenticeship Council.



**California Community College District
Cooperative Work Experience Education Plan**

(4) A description of HOW the district will (§55251)

(a) Provide guidance services (§55251):

Describe the specifics on how district will achieve this requirement.

Students in cooperative work experience courses are guided by two distinct but simultaneous methods—faculty advisors and college counseling services.

Faculty advisors are those credentialed instructors who are responsible for students enrolled in a specific major. For example, a student enrolled in an accounting cooperative work experience class will have a specific faculty advisor who oversees all aspects of the student's learning experience on the job. This faculty advisor meets with students on a weekly basis to assist the student in setting learning objectives, planning learning experiences, and evaluating outcomes of the student's work development. In addition, the faculty advisor is always available by telephone or in person if necessary to meet with the job supervisor.

The counseling service consists of four major functions: assistance in planning academic programs; assistance in exploring career possibilities; consultation and referral regarding personal problems; and provision of additional auxiliary services such as personal development classes, articulation with transfer institutions, referrals to outside agencies, orientation classes, and placement interpretation.

These various services are offered by a professional staff of credentialed counselors trained to help students in the appropriate areas of their concerns. The counseling staff also works closely with cooperative work experience instructors of the college, as well as advises the students of potential transfer educational programs.

(b) Assign a sufficient number of qualified certificated personnel to direct the program (§55251):

Describe the specifics on how district will achieve this requirement.

At the present time, adequacy of the number of qualified certificated personnel is determined by the instructional dean based on the enrollment of students within the cooperative work experience course. The dean is concerned with the course being fiscally sound as well as pedagogically managed. General enrollment rubric is faculty will be awarded one teaching unit for each 10 students in the course. Courses are capped at no greater than 30 students per course.

The minimum qualifications for an instructor or coordinator of occupational work experience education, as defined in Section 55252, shall be the minimum qualifications in any discipline in which work experience may be provided at the college where the instructor or coordinator is employed.

**California Community College District
Cooperative Work Experience Education Plan**

(1) Initiate and maintain learning stations (§55251)

Background: Title 5 criteria and requirements

(§55250) Any program of Cooperative Work Experience Education conducted by the governing board of a community college district pursuant to this article and claimed for apportionment pursuant to sections 58051 and 58009.5 shall conform to a plan adopted by the district. The plan adopted by the district shall set forth a systematic design of Cooperative Work Experience Education whereby students, while enrolled in college, will gain realistic learning experiences through work. This plan shall be submitted to and approved by the Chancellor.

Work Experience Outside of District. (§55250.6).

The governing board of any community college district may provide for the establishment and supervision of work experience education programs providing part-time jobs for students in areas outside the district

Wages and Workers' Compensation. (§55250.7).

The governing board of any community college district providing work-experience and work-study education may provide for employment under such program of students in part-time jobs by any public or private employer. Such districts may pay wages to persons receiving such training, except that no payments may be to or for private employers. Districts may provide workers' compensation insurance for students in work experience as may be necessary.

Job Learning Stations. (§55257)

Job learning stations shall meet the following criteria:

- (a) Employers or designated representatives agree with the intent and purposes of Cooperative Work Experience Education for students and are given a copy of each student's approved on-the-job learning objectives.
- (b) Job learning stations offer a reasonable probability of continuous work experience for students during the current work experience enrollment term.
- (c) Employers or designated representatives agree to provide adequate supervision, facilities, equipment, and materials at the learning stations to achieve on-the-job learning objectives.
- (d) Employers agree to comply with all appropriate federal and state employment regulations.

Describe the specifics on how district will achieve this requirement.

Work Experience Outside of District

Cerritos College does use learning stations outside the geographical district lines specifically because students either live or work in out-of-district locations. Nonetheless, these students are under the supervision of the assigned instructors and must carry out all of the requirements and provisions as established for in-district locations.

Wages and Workers' Compensation

To date, the college has not provided any paid cooperative work experience positions on campus. Additionally, there has been no workers' compensation insurance provided for students who are enrolled in off-campus cooperative work experience sites.

Job Learning Stations

The cooperative work experience instructor meets with the prospective employer or designated representative prior to the commencement of the student's on-the-job assignments. The purpose of this meeting is to educate the employer of the intent and purposes of cooperative work experience and to orient the employer to the student's learning objectives and experiences. If the employer agrees to take this student, a copy of the learning objectives is provided to the employer. Additionally determined at this initial meeting is the probability of continuous hours for the students to meet the objectives. Finally, the instructor reviews with the employer elements of instructor supervision, facilities, equipment, and materials needed for an effective learning experience. Any questions regarding Federal and state employment regulations are answered.

**California Community College District
Cooperative Work Experience Education Plan**

(2) Coordinate the program and supervise students (§55251)

Describe the specifics on how district will achieve this requirement.

The District provides sufficient services for initiating and maintaining on-the-job learning stations, coordinating the program, and supervising students. The supervision of students is outlined in a learning agreement coordinated by the district under a state-approved plan. The employer and the qualified community college instructor share responsibility for on-the-job supervision, which include but not be limited to:

- Instructor consultation in person with employers or designated representatives to discuss students' educational growth on the job.
- Written evaluation of students' progress in meeting planned on-the-job learning objectives.
- Consultation with students in person to discuss students' educational growth on the job.
- The instructor meets with students enrolled in the course at least one hour per week during the entire semester to ensure adequate supervision and achievement of objectives.

The District provides the above services at least once each semester for each student enrolled in cooperative work experience education.

The Executive Dean of Community, Industry and Technology Education, who is under the general direction of the Vice President of Academic Affairs/Assistant Superintendent, is responsible for the coordination of cooperative work experience education.

It is the combined responsibility of the division office and the instructor to ensure that student files are complete and that any follow-up, if needed, becomes the responsibility of the division office and the appropriate instructor of record.

(3) Shared supervision with employer to include (at least once each term) (§55251)

- (c) Assure on-the-job experiences are documented with written/measurable (§55251)

Describe the specifics on how district will achieve this requirement.

Students pursuing cooperative work experience course, plan a learning program that includes new and expanded job-related responsibilities or on-the-job learning opportunities. The learning opportunities must be above and beyond the tasks performed in the normal day-to-day work activity. In consultation with the employment supervisor and the instructor, students will develop realistic objectives that are appropriate for the work site and for the cooperative work experience class. The learning objectives must be measurable to determine if, in fact, the student did achieve what he/she set out to learn. This is verified by instructor review of the plan.

As part of Cooperative Work Experience Education, the student is required to complete a written Statement of Cooperation which is signed by the employer, the student, and the college representative. The Statement of Cooperation includes the following elements: site of student employment, type of job/job title of student, student statement of objectives, student statement of hours worked, record of consultation with employer, record of consultation with student, and evaluation of the student achievement including the determination of the grade.

The grade for Cooperative Work Experience Education is determined by the student's measure of success in achieving the learning objectives that were set and listed on the Statement of Cooperation, appropriate course work, participation, and employer evaluations.

**California Community College District
Cooperative Work Experience Education Plan**

- (d) Evaluate with employer, student's learning experiences (§55251):

Describe the specifics on how district will achieve this requirement.

As part of the Statement of Cooperation, the employer must verify that the student has reached the established objectives through the identified learning experiences. This is communicated through signature and additional discussion if needed by the employer to the instructor.

- (e) **Describe basis for awarding grade and credit** (§55251)

Background: Title 5 criteria and requirements
Work Experience Credit. (§55255.5).
(a) One student contact hour is counted for each unit of work experience credit in which a student is enrolled during any census period. In no case shall duplicate student contact hours be counted for any classroom instruction and Cooperative Work Experience Education. The maximum contact hours counted for a student shall not exceed the maximum number of Cooperative Work Experience Education units for which the student may be granted credit as described in section 55253.
(b) The learning experience and the identified on-the-job learning objectives shall be sufficient to support the units to be awarded.
(c) The following formula will be used to determine the number of units to be awarded:
(1) Each 75 hours of paid work equals one semester credit or 50 hours equals one quarter credit.
(2) Each 60 hours of non-paid work equals one semester credit or 40 hours equals one quarter credit.

District will comply with these requirements.

Comments on basis for awarding grade and credit, if any.

N/A

California Community College District
Cooperative Work Experience Education Plan

(f) **Provide adequate clerical & instructional services** (§55251)

Comments, if any.

The support staff in the office of Community, Industry and Technology Education is responsible for assisting the instructors by preparing, distributing, and collecting the students' records for Cooperative Work Experience Education that are required by Title 5 regulations.

Each student purchases a Cooperative Work Experience Education student manual which is designed to assist the student in understanding the requirements of the program. The manual is made available in the college's bookstore and it is printed by the college's Publications department to control costs.

Each division dean and divisional clerical staff assists faculty with dissemination and collection of all records pertaining to this program.

(b) **If district changes the plan, will submit changes for approval** (§55251)

Check to indicate compliance

Yes

CERRITOS COLLEGE

TO: Board of Trustees
FROM: Dr. Linda Lacy, President/Superintendent *LL*
REVIEWED BY: David El Fattal, Vice President of Business Services *DEF*
PREPARED BY: Jenney Ho, Director of Purchasing
DATE: August 4, 2010
SUBJECT: **Consideration of Approval of Notice of Completion for Bid 0809-03,
Southland Cerritos Center for Transportation**

RECOMMENDATION

It is recommended that the Board of Trustees approve the Notice of Completion for EMAE International, Inc. for the Southland Cerritos Center for Transportation project at Cerritos Community College District as presented.

OVERVIEW

The District issued a contract to EMAE International, Inc. on February 4, 2009. 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 June 24, 2010. 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 \$3,329,273.00.

000048

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: Southland Cerritos Center for Transportation Technologies, Bid #0809-03 contract for the doing of which was heretofore entered into on the 4th day of February, 2009 which contract was made with EMAE International, Inc., contract number #C08-1063, as contractor; that said improvements were completed on the 24th day of June, 2010, and accepted by formal action of the governing board of said DISTRICT on the 4th day of August, 2010; 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 Vigilant 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: _____
David El Fattal
Vice President of Business Services

Date: _____

Place of Execution: Norwalk, California

000049



Cerritos College
Office of Human Resources
(562) 860-2451, Extension 2284
www.cerritos.edu/hr

RECEIVED
HUMAN RESOURCES
CERRITOS COLLEGE
Application for Reduced Workload
Prior to Retirement
for Academic Employees
2010 JUL -8 10 2:27

Name: Robert Buschauer
Division: S.E.M.

In accordance with Administrative Procedure 7210, I hereby request that my assignment be reduced to 90 % of my regular assignment, beginning the academic year Fall 2011 for a period of Two year(s).

It is my understanding that I will be required to retire at the end of the 2012-2013 academic year.

Robert Buschauer
Signature of Requesting Employee

7/7/10
Date

Carolyn Chambers
Signature of Immediate Manager

7/7/10
Date

W. C. Zimmer
Signature of Appropriate Vice President

7-8-10
Date

[Signature]
Signature of President-Superintendent

7/13/2010
Date

Approved by the Board of Trustees: _____
Date

Applications for reduced workload must be submitted to the appropriate Vice President prior to February 1 of the academic year preceding the beginning of the reduced workload assignment.

Presented to the Board of Trustees: AUGUST 4, 2010
Date

COUNSELOR HOURLY - ACADEMIC AFFAIRS

Reemployed

Name		Assignment	Salary Placement	Rate
Boudreau	Debbie	Teacher Trac	C2	43.10

FACULTY HOURLY - ACADEMIC AFFAIRS

Reemployed

Name		Assignment	Salary Placement	Rate
Kronbeck	Mandy	Teacher Trac	A4	57.46

FACULTY HOURLY - FINE ARTS & COMMUNICATIONS

Reemployed

Name		Discipline	Salary Placement	Rate
Bersaglieri	Andrea	Art Design	B5	60.33
Carroll	Don	Music	B5	60.33
Chen	Johanna	Music	B5	60.33
Da Silva	Paul	Music	B5	60.33
Delgado	Jasmine	Art Design	B2	51.71
Dillon	Rhonda	Music	B5	60.33
Dillon	Theresa	Music	B5	60.33
DuPlessis	Daniel	Art Design	B4	57.46
Emmett	Karen	Photography	B5	60.33
Flanders	Mark	Photography	B5	60.33
Garner	Tracy	Art Design	B2	51.71
Geckler	Megan	Art Design	B5	60.33
Gresham	Anne	Music	B5	60.33
Grigoriev	Igor	Music	B5	60.33
Gutierrez	Charles	Music	B5	60.33
Guzak	Rebecca	Art Design	B5	60.33
Hallback	Alan	Music	A5	60.33
Hammerwold	Walter	Journalism	A2	51.71
Huber	Robert	Theatre Arts	B5	60.33
Immel	Conrad	Music	B5	60.33
Inouye	Fang-Fang	Music	B5	60.33
Isaacs	David	Music	B4	57.46
Kauk	Melissa	Art Design	B2	51.71
Kidd	Thomas	Art Design	A5	60.33
Kubiak	Paul	Music	B5	60.33
Lee	Sung Ae	Music	B5	60.33
Lopez	David	Music	A3	54.60
Marr	John	Music	B5	60.33
McMills	Anne	Theatre Arts	B1	48.83
Medina	Anthony	Art Design	B5	60.33
Neuwaldler	Janet	Art Design	A2	51.71
Pearson	Patrick	Theatre Arts	A3	54.60
Piotrowski	Casey	Theatre Arts	B5	60.33
Russell	Bruce	Music	A5	60.33

FACULTY HOURLY - FINE ARTS & COMMUNICATIONS (cont.)**Reemployed**

Name		Discipline	Salary	
			Placement	Rate
Santillano	Dianna	Art Design	B1	48.83
Santos	Ronald	Photography	B5	60.33
Schreiner	Gregory	Music	B5	60.33
Schwenkmeyer	Karen	Photography	B5	60.33
Simmons	Jim	Music	A4	57.46
Szeto	Dominic	Art Design	B2	51.71
Teran	Sergio	Art Design	A4	57.46
Torres	Martin	Music	B5	60.33
Tsai	Tammy	Music	B5	60.33
Wagstaff	Jerrin	Art Design	A4	57.46
Walton	Etta	Theatre Arts	B5	60.33
Ward	David	Theatre Arts	B5	60.33
Weiss	Tracey	Art Design	B5	60.33
Zamora	John	Theatre Arts	B5	60.33

FACULTY HOURLY - HEALTH OCCUPATIONS**Reemployed**

Name		Discipline	Salary	
			Placement	Rate
Allan	Rebecca	Speech-Language Pathology Asst.	B4	57.46
Beckerleg	Nicole	Clinical Nursing	B5	60.33
Binning	Deborah	Nursing	B5	60.33
Brabender	Marcelene	Dental Hygiene	B4	57.46
Castro	Sheryll	Pharmacy Technician	A2	51.71
Chang	Betty	Clinical Nursing	B2	51.71
Corfariu	Manuela	Speech-Language Pathology Asst.	B5	60.33
Coursey	Nancy	Physical Therapist Assistant	B5	60.33
Damaso	Stacy	Culinary Arts	A4	57.46
Del Valle	Lupe	Clinical Nursing	A3	54.60
Dipietro-Fife	DiAnn	Dental Hygiene	B1	48.83
Evangelista	Denise	Clinical Nursing	A3	54.60
Failor	Joleen	Dental Assisting	B5	60.33
Flores-Salcido	Dahlia	Nursing (Reading)	B5	60.33
Florez	Alice	Nursing	B5	60.33
Gallant	Audrey	Medical Assisting	B5	60.33
Garrison	Charlotte	Clinical Nursing	B5	60.33
Holmes	Carolyn	Nursing	B5	60.33
Holmes	Carolyn	Nursing	B5	60.33
Hornack	Rhonda	Clinical Nursing	B4	57.46
Jordan	Shetona	Clinical Nursing	B3	54.60
Knapp	Joni	Clinical Nursing	B5	60.33
LeBlanc	Monique	Dental Hygiene	A5	60.33
Lew	Ernest	Culinary Arts	B5	60.33
LoBue	Russell	Emergency Medical Technician	B5	60.33
Macwan	Angelina	Clinical Nursing	A2	51.71
Matias	Sherry	Clinical Nursing	B5	60.33
Moore	Deborah	Clinical Nursing	B5	60.33

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

Name		Discipline	Salary	
			Placement	Rate
Nguyen	Ann	Dental Hygiene	B3	54.60
Ortiz	Carrie	Speech-Language Pathology Asst.	A2	51.71
Parcasio	Lovella	Clinical Nursing	B1	48.83
Pham	Hoa	Child Development	A5	60.33
Preston	Jeffrey	Culinary Arts	B5	60.33
Quirk	Jean	Dental Assisting	B5	60.33
Roberts	Rene	Child Development	B5	60.33
Roberts	Lynda	Child Development	B5	60.33
Rubalcaba	Celia	Pharmacy Technician	B5	60.33
Rubottom	Jenese	Clinical Nursing	B5	60.33
Saucedo	Marisol	Dental Assisting	B5	60.33
Schmidt	Clifford	Medical Assisting	A4	57.46
Silva	May	Child Development	B5	60.33
Simmons	Meta	Nursing	B5	60.33
Smith	Shawna	Clinical Nursing	A2	51.71
Spicer-Cadger	Deborah	Clinical Nursing	B5	60.33
Stamey	Gail	Nursing	B3	54.60
Tillman	Darlene	Speech-Language Pathology Asst.	B4	57.46
Toy	Brenda	Dental Assisting	B5	60.33
Valdenor	Minerva	Nursing	B3	54.60
Valenzuela	Patrice	Dental Assisting	B5	60.33
Veloz-Rendon	Lizette	Clinical Nursing	A2	51.71
Wilson	Donna	Clinical Nursing	B5	60.33
Wisinski	Kathleen	Clinical Nursing	A1	48.83

FACULTY HOURLY - LIBERAL ARTS**Reemployed**

Name		Discipline	Salary	
			Placement	Rate
Bailey	Kathryn	Foreign Language	B3	54.60
Bergan	Robert	Foreign Language	B5	60.33
Cantrell	Daniel	Speech	B4	57.46
Crachiolo	Sarah	Speech	B3	54.60
Cuesta	Yolanda	Foreign Language	B5	60.33
Dobrian	Fred	Foreign Language	B5	60.33
Ersig-Marcus	Christine	Speech	B5	60.33
Fischer	Ana	ESL	B5	60.33
Flores-Salcido	Dolly	Reading	B5	60.33
Gigliotti	Dana	Reading	A5	60.33
Guillen	Nelly	Foreign Language	A3	54.60
Hall	Avery	Reading	B5	60.33
Hamilton	Kieko	Foreign Language	B5	60.33
Hanniff	Brooke	Speech	A5	60.33
Kane	John	Reading	B5	60.33
Koven	Marlene	Foreign Language	B5	60.33
Levenshus	Joshua	Speech	B3	54.60
Magabo	Susan	Reading	A4	57.46

FACULTY HOURLY - LIBERAL ARTS (cont.)**Reemployed**

Name		Discipline	Salary Placement	Rate
Majam-Finch	Danielle	ESL	B5	60.33
McLaughlin	Patrick	Reading	B5	60.33
McManus	Grace	ESL	B5	60.33
Michelotti	Andrea	Foreign Language	B4	57.46
Mochizuki	Steve	Foreign Language	B5	60.33
Moyer	Sarah	ESL	B5	60.33
Nicolas	Jean-Pierre	Foreign Language	B3	54.60
Nikolaou	Ursula	Foreign Language	B5	60.33
Rodriguez	Anna	ESL	A3	54.60
Sanchez	David	Foreign Language	B5	60.33
Smith	Harold	Reading	A2	51.71
Sutton	Robbie	Foreign Language	B5	60.33
Tan	Kimberly	Speech	B4	57.46
Tilley	Gerald	Reading	B5	60.33
Tracy	Lucia	Reading	A3	54.60
Tucker	Jazmine	Reading	B5	60.33
Wagner	Helene	Speech	B5	60.33
Walker	Danielle	Speech	B5	60.33
Yingst	Sylvia	Foreign Language	B5	60.33

New Hires

Name		Discipline	Salary Placement	Rate
Moldoveanu	Minadora	Speech	A1	48.83
Rodriguez	Carmen	Speech	A1	48.83

FACULTY HOURLY - PE/ATHLETICS**Reemployed**

Name		Discipline	Salary Placement	Rate
Alvillar	Andrew	Athletics	B2	51.71
Ashley	Thurman	Athletics	A1	48.83
Berney	Daniel	Dance	B5	60.33
Brooks	Jack	Athletics	A4	57.46
Cable	Brian	Athletics	B5	60.33
Calvert	Sherry	Athletics	A3	54.60
Campion	Amy	Dance	B3	54.60
Casebolt	Elizabeth	Dance	A4	57.46
Casteneda	Geraldine	Athletics	B3	54.60
Chan	Judy	Athletics	B5	60.33
Christou	Dayna	Athletics	B5	60.33
Cole	Phoenix	Athletics	B5	60.33
Coliflores	Vicmar	Athletics	A3	54.60
Davidson	Rebekah	Dance	A3	54.60
Funderburk	Michelle	Dance	B2	51.71
Goldman	John	Athletics	B5	60.33
Gonzalez	Ruben	Athletics	B5	60.33

FACULTY HOURLY - PE/ATHLETICS (cont.)**Reemployed**

Name		Discipline	Salary	
			Placement	Rate
Gould	Eric	Athletics	A3	54.60
Haddad	MaHa	Dance	B5	60.33
Hammond	Jamie	Dance	B5	60.33
Haslam	Diane	Athletics	A2	51.71
Kim	Alvin	Athletics	B5	60.33
Lampe	Holly	Dance	A1	48.83
Landry	Erin	Dance	B5	60.33
Lentz	Melissa	Athletics	B1	48.83
Lopez	Rogelio	Dance	A5	60.33
Maue	Dana	Dance	A4	57.46
McWhinney	Martin	Athletics	B5	60.33
Moorty	Shyamala	Dance	B1	48.83
Murray	Orlin	Athletics	B5	60.33
Murvin	William	Athletics	B5	60.33
Myer	Glen	Athletics	B5	60.33
Nakao	Gary	Athletics	B5	60.33
Nguyen	Long	Athletics	B3	54.60
Ortiz	Tito	Physical Education	B5	60.33
Prindle	Donna	Athletics	B5	60.33
Raniewicz	Trisha	Athletics	A3	54.60
Rawles	Dennis	Dance	B5	60.33
Shelkey	Rhonda	Athletics	B5	60.33
Sweet	Beverly	Athletics	B5	60.33
Toal	Shane	Athletics	A2	51.71
Velazquez	Teresa	Athletics	B5	60.33
Winokur	Arnold	Athletics	B5	60.33

FACULTY HOURLY - TECHNOLOGY**Reemployed**

Name		Discipline	Salary	
			Placement	Rate
Aguirre	Anna	Cosmetology	A3	54.60
Aplanalp	Jane	Cosmetology	B5	60.33
Atherton	Anthony	Woodworking	B5	60.33
Baadkar	Shobhit	Architecture	B3	54.60
Baker	Deborah	Cosmetology	A4	57.46
Barnes	James	Welding	A3	54.60
Becerra	Mardell	Cosmetology	A3	54.60
Bernal	Crystal	Cosmetology	A2	51.71
Bettencourt	Madeline	Cosmetology	A3	54.60
Botma	Scott	Cosmetology	A1	48.83
Castro	Willie	Automotive Mechanical Repair	B5	60.33
Cesar	Jacobo	Automotive Mechanical Repair	B5	60.33
Driskell	James	Woodworking	B5	60.33
Ferre	Brian	Auto Body Repair	B5	60.33
Gray Jr.	Robert	Woodworking	B5	60.33

FACULTY HOURLY - TECHNOLOGY (cont.)**Reemployed**

Name		Discipline	Salary	
			Placement	Rate
Gregory	Angela	Cosmetology	B1	48.83
Guerrero	Mario	Machine Tool Technology	B5	60.33
Gurrola	Carlos	Manufacturing Technology	B4	57.46
Hagenbach	Darlene	Auto Body Repair	B5	60.33
Hause	Tom	Architecture	B5	60.33
Hemsworth	Richard	Machine Tool Technology	B5	60.33
Henry	Lauren	Cosmetology	B5	60.33
Hutchison	Philip	Auto Body Repair	B5	60.33
Jackson	Lee	Machine Tool Technology	B5	60.33
Koford	Brian	Woodworking	B5	60.33
Krause	Peter	Woodworking	A5	60.33
Mendoza	Luis	Manufacturing Technology	B5	60.33
Miller	Brian	Woodworking	B5	60.33
Morales	Thomas	Architecture	B3	54.60
Mortensen	Erik	Woodworking	B5	60.33
O'Donell	Jeff	Woodworking	B1	48.83
O'Farrell	Fergus	Manufacturing Technology	A4	57.46
Paul	Daniel	Architecture	B5	60.33
Perez	Jose	Welding	A5	60.33
Perkins	David	Welding	B5	60.33
Phinney	Peter	Architecture	A5	60.33
Rock	Eugene	Cosmetology	B5	60.33
Rudd	James	Auto Body Repair	B5	60.33
Sanchez	Carlos	Woodworking	B5	60.33
Senne	Stephen	Manufacturing Technology	B5	60.33
Supple	Marty	Automotive Mechanical Repair	B5	60.33
Tabares	Raul	Auto Body Repair	B5	60.33
Thornbury	Robert	Woodworking	B5	60.33
Tomaselli	Nancy	Cosmetology	B5	60.33
Trimble	William	Woodworking	B3	54.60
Vasilik	Rick	Automotive Mechanical Repair	B5	60.33

COUNSELOR HOURLY - STUDENT SERVICES**Reemployed**

Name		Assignment	Salary	
			Placement	Rate
Aguayo	Robert	EOPS	C2	43.10
Anang-Koletty	Yuhaniz	Financial Aid	C2	43.10
Boudreau	Debbie	Project HOPE	C2	43.10
Castro	Griselda	CITE	C2	43.10
Chaney	Marcia	EOPS	C2	43.10
Choi	Hye-jin	Financial Aid/EOPS	C2	43.10
Covarrubias	Deisy	CITE	C2	43.10
Gaines	Ken	Financial Aid	C2	43.10
Kim	Jong-Wha	CalWORKs	C2	43.10
Pizer	Janis	CalWORKs	C2	43.10
Vega	Maria	Project HOPE	C2	43.10
Villalpando	Celia	Project HOPE	C2	43.10

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

Name		Assignment	Salary Placement	Rate
Barrera De Contreras	Gabriela	Adult Education	B4	57.46
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
DeJong	Henrietta	Adult Education	B5	60.33
Fiske	Robert	Adult Education	B5	60.33
Furgason	Dennis	Adult Education	B5	60.33
Gonzalez	Gilda	Adult Education	B5	60.33
Hyatt-Solomina	Yelena	Adult Education	B1	48.83
Jackson	Michael	Adult Education	A2	51.71
Kimura	Dana	Adult Education	A3	54.60
Kubiak	Paul	Adult Education	B5	60.33
LaVelle	Fredrick	Adult Education	B5	60.33
Layne	Jonathan	Adult Education	B1	48.83
Levy	Elijah	Adult Education	B5	60.33
Lopez	Alejandro	Adult Education	B2	51.71
Lozano	Jorge	Adult Education	B5	60.33
Mansell	Bonnie	Adult Education	B5	60.33
Miller	Mary	Adult Education	B5	60.33
Monduca	Frances	Adult Education	B5	60.33
Nava	Dolores	Adult Education	B5	60.33
Nunez	Maria	Adult Education	B5	60.33
Reynolds	Cathy	Adult Education	A1	48.83
Salaam	Shirely	Adult Education	B5	60.33
San Nicholas	Kathleen	Adult Education	B4	57.46
Sanchez	Sandra	Adult Education	B5	60.33
Sanchez	Marisol	Adult Education	A1	48.83
Savoy	Sharon	Adult Education	B5	60.33
Tucker	Jazmine	Adult Education	B5	60.33
Van Herk	Tracy	Adult Education	A2	51.71
Villar	Sergio	Adult Education	B5	60.33
Wyckhouse	Margaret	Adult Education	B4	57.46

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

Name		Assignment	Salary Placement	Rate
Kristanat	Laurie	Educational Technology	A5	60.33
Rodriguez	Catherine	Educational Technology	B4	57.46

BUSINESS EDUCATION**Part-Time Instructors**

Name		Discipline	Salary Placement	Rate
Hall	Kathleen	Court Reporting	B5	60.33
Ravenscroft	Carrie	Court Reporting	A3	54.60

FINE ARTS & COMMUNICATIONS**Part-Time Instructors**

Name		Discipline	Salary Placement	Rate
Slay	Kevin	Theatre Arts	A1	48.83

HEALTH OCCUPATIONS**Full-Time Instructors**

Name		Discipline	Salary Placement
Brooks	Kelli	Nursing	E13

Part-Time Instructors

Name		Discipline	Salary Placement	Rate
Taylor	Elham	Dental Hygiene	A1	48.83

LIBERAL ARTS**Part-Time Instructors**

Name		Discipline	Salary Placement	Rate
Cheatham	Teresa	English	A5	60.33
Greene	Chad	English	A2	51.71
Lovejoy	Nicole	English	A4	57.46
Mayer	Maria	Foreign Language	A1	48.83
Rios	Rebecca	English	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, 2010 OR 175 TOTAL WORKDAYS, WHICHEVER OCCURS FIRST

Shah, Kundan	Instructional Aide I	\$9.56/hr	06/15/10
Martinez, Amanda	Intermediate Clerk	\$9.56/hr	06/11/10
Tran, Lan	"	"	06/21/10
Perry, Shawntay	Intermediate Typist Clerk	\$9.56/hr	06/2/10

SHORT-TERM HOURLY EMPLOYMENT (AS NEEDED), VARIABLE HOURS PER DAY & DAYS PER WEEK, FOR A PERIOD NOT TO EXCEED JUNE 30, 2011 OR 175 TOTAL WORKDAYS, WHICHEVER OCCURS FIRST

Duong, Andy	Aide-General (Clerical)	\$8.00/hr	07/01/10
Acosta, Andres	Aide-General (Lab)	\$8.00/hr	07/01/10
Atwater, Daniel	"	"	"
Calderon-Navarro, Rachel	"	"	"
Canjan-Garcia, Fernando	"	"	"
Dirlam, Michael	"	"	"
Gamage, Sayur	"	"	"
Gilbert, Gianni	"	"	"
Gomez, Jose de Jesus	"	"	"
Gonzalez, Aaron	"	"	"
Hernandez, Cynthia	"	"	"
Lew, Eric	"	"	"
Loayza, Diana	"	"	"
Mathews, Ashaka	"	"	"
Ngo, Van	"	"	"
Perera, Mahawaduge	"	"	"
Siereke, Henry	"	"	"
Amezcuca, Denise**	Aide-General (Traffic Control Officer)	\$8.00/hr	07/01/10
Anderson, Omar**	"	"	"
Becerra, Juana**	"	"	"
Bermudez, Edna**	"	"	"
Contreras, Jaime*	"	"	"
Frazier, Dayvon	"	"	"
Garcia, Andres	"	"	"
Garza, Anita**	"	"	"
Gonzales, Jonathan**	"	"	"
Jorkin, Kenneth**	"	"	"

* Categorically Funded

** Specially Funded

Presented to the Board of Trustees 8/04/10

SHORT-TERM HOURLY EMPLOYMENT (AS NEEDED), VARIABLE HOURS PER DAY & DAYS PER WEEK, FOR A PERIOD NOT TO EXCEED JUNE 30, 2011 OR 175 TOTAL WORKDAYS, WHICHEVER OCCURS FIRST

Martinez, Rockelle**	Aide-General (Traffic Control Officer)	\$8.00/hr	07/01/10
Mehr, Farshad**	"	"	"
Millner, Wesley**	"	"	"
Nunes, Jesse**	"	"	"
Nunez, Salvador**	"	"	"
Parr, Richard**	"	"	"
Pavelski, Charles**	"	"	"
Agting, Bree*	Aide-Special (Counselor)	\$8.00/hr	07/01/10
Alcantar, Cindy*	"	"	"
Amaro, Carmelita*	"	"	"
Anthony, John	"	"	"
Ayala, Arturo*	"	"	"
Bankhead, Ashley*	"	"	"
Camacho, Maria*	"	"	"
Castaneda, Ivan*	"	"	"
Castaneda, Marlina*	"	"	"
Castillo, Desiree*	"	"	"
Chairez, Ruben*	"	"	"
Chavez, Ralph*	"	"	"
Del Real, Natalie*	"	"	"
Del toro Cortes, Luis*	"	"	"
Diaz, Michele*	"	"	"
Fuimaono, Shaun	"	"	"
Gallardo, Alexandra*	"	"	"
Garcia, Glayds*	"	"	"
Garcia, Richard*	"	"	"
Gonzales, Diana	"	"	"
Gonzales, Reina*	"	"	"
Gonzalez, Genesis*	"	"	"
Gonzalez, Nataly*	"	"	"
Hernandez, Alejandra*	"	"	"
Hernandez, Edgar*	"	"	"
Hilliard, Christina*	"	"	"
Hinkle, Rebecca*	"	"	"
Jackson, Shardae*	"	"	"
Jones, Katina*	"	"	"
Lara, Salvador*	"	"	"
Lopez, Alexandra*	"	"	"
Lopez, Claudia*	"	"	"
Loustaunau, Theresa*	"	"	"
Lujan, Joseph*	"	"	"
Maloney, Travis	"	"	"
Mejia, Lillana*	"	"	"
Meza, Eva*	"	"	"
Miramontes, Luis*	"	"	"
Montes De Oca, Nazaret*	"	"	"
Morales, Ricardo*	"	"	"
Mose, Ashley*	"	"	"

SHORT-TERM HOURLY EMPLOYMENT (AS NEEDED), VARIABLE HOURS PER DAY & DAYS PER WEEK, FOR A PERIOD NOT TO EXCEED JUNE 30, 2011 OR 175 TOTAL WORKDAYS, WHICHEVER OCCURS FIRST

Navarrette, Teresa*	Aide-Special (Counselor)	\$8.00/hr	07/01/10
Nelson Jr., Don	"	"	"
Nino De Rivera, Michelle*	"	"	"
Padilla, Rosa*	"	"	"
Pelayo, Omar*	"	"	"
Pena, Johanna	"	"	"
Pesina, Juan*	"	"	"
Pineda, Natalie*	"	"	"
Ramirez, Hillario*	"	"	"
Reyna, Natalie*	"	"	"
Rivera, Amella*	"	"	"
Rodriguez, Emily*	"	"	"
Rodriguez, Yardley*	"	"	"
Roque, Sergio*	"	"	"
Sagastume-Avila, Rosybel*	"	"	"
Soto, Monica*	"	"	"
Swoboda, Tarra*	"	"	"
Torres, Susana*	"	"	"
Villa, Luz Maria*	"	"	"
Yoeun, Vannak*	"	"	"
Mose, Rosalyn*	Aide-Special (Special Ed. Aide)	\$8.00/hr	07/01/10
Cledjo, Kurt	Aide-Special (Tutor)	\$8.00/hr (2)	07/01/10
Dhungana, Karan	"	\$8.20/hr (3)	"
Dous, Sahar	"	"	"
Gamage, Sayuri	"	\$8.00/hr (2)	"
Garcia, Maria	"	\$8.20/hr (3)	"
Lee, Shing Wun Alex	"	"	"
McKay, Wade	"	"	"
Neupane, Kaubun	"	"	"
Shah, Dushyant	"	\$8.20/hr (3)	"
Steuer, Eugene	"	"	"
Tawadrous, Paul	"	"	"
Vergara, Raymundo	"	\$8.00/hr (2)	"
Villarreal, Christian	"	\$8.00/hr (1)	"
Wright, Yolonda Yvette	"	\$8.00/hr (2)	"
Parton, Richard	"	\$8.20/hr (3)	"
Ochoa, Rolondo	"	"	"
Shah, Dushyant	"	"	"
Romero, Charles	"	"	"
Araujo, Jose*	Clerk	\$8.64/hr	07/01/10
Brown-Thompson, Damisha*	"	"	"
Castillo, Lucia**	"	"	"
Cortez, Jannet*	"	"	"
Quintero, Beatrice**	"	"	"
Chavez, Jocelyn**	"	"	"
Garcia, Jesus**	"	"	"

SHORT-TERM HOURLY EMPLOYMENT (AS NEEDED), VARIABLE HOURS PER DAY & DAYS PER WEEK, FOR A PERIOD NOT TO EXCEED JUNE 30, 2011 OR 175 TOTAL WORKDAYS, WHICHEVER OCCURS FIRST

Gomez, Ana**	Clerk	\$8.64/hr	07/01/10
Gumboc, Zeus**	"	"	"
Hernandez, Sarah*	"	"	"
Herrera, Mayra*	"	"	"
Jackson, Keely**	"	"	"
Jung, Carl*	"	"	"
Keo, Allen*	"	"	"
Maldonado, Mayra*	"	"	"
Miramontes, Jonathan*	"	"	"
Montano, Danny*	"	"	"
Moran, Susan*	"	"	"
Novoa-Vargas, Alejandra*	"	"	"
Ojediran, Kolawole*	"	"	"
Palacios, Kella*	"	"	"
Rodriguez, Melanie**	"	"	"
Vidal, Edward**	"	"	"
Johns, Lance	Typist Clerk	\$8.64/hr	07/01/10
Ortega, Jeffery	"	"	"
Perry, Diesary*	"	"	"
Valenzuela, Juan	"	"	"
Castaneda, Hilda	Aide-Special (Outreach Worker)	\$9.99/hr (3)	07/01/10
Childress, Jacqueline	"	"	"
Echeverria, Diana	"	"	"
Kim, David	"	"	"
Lindsay, Jody	"	"	"
Maloney, Travis	"	"	"
Munoz, Alexandria	"	"	"
Ricard-Cruz, Melissa	"	"	"
Sanchez, Gwen	"	"	"
Connors, Susan	Aide-Special (Costume Technician)	\$9.99/hr (3)	07/01/10
Ramirez, Patricia	"	"	"
Bagley, Barbara	PBX Operator/Receptionist	\$9.07/hr	07/01/10
Brown, Carolyn Joy	"	"	"
Pace, Caron	"	"	"
Alejo, Rosa*	Financial Aid Clerk	\$9.31/hr	07/01/10
Alvarado, Joanna*	"	"	"
Alvarez, Anthony*	"	"	"
Cadenas, Marlon*	"	"	"
Feliciano, Kenia*	"	"	"
Gonzalez, Ruben*	"	"	"
Montelongo, Denise*	"	"	"
Montes, Remberto*	"	"	"
Mora, Anthony*	"	"	"

SHORT-TERM HOURLY EMPLOYMENT (AS NEEDED), VARIABLE HOURS PER DAY & DAYS PER WEEK, FOR A PERIOD NOT TO EXCEED JUNE 30, 2011 OR 175 TOTAL WORKDAYS, WHICHEVER OCCURS FIRST

Arias, Maria*	Instructional Aide I	\$9.56/hr (1)	07/01/10
Ballogg, Margarete	"	\$10.51/hr (3)	"
Benjamin, Marian*	"	\$9.56/hr (1)	"
Chagolla, Amanda*	"	"	"
Chahinian, Mary*	"	"	"
Colln, Connie	"	\$10.51/hr (3)	"
Crain, Diana*	"	\$9.56/hr (1)	"
Equihua, Ana	"	\$10.51/hr (3)	"
Farol, Ronald	"	"	"
Feliclano, Yamarie*	"	\$9.56/hr (1)	"
Franco, Beth*	"	"	"
Garcia, Albert**	"	"	"
Garcia, John	"	\$10.51/hr (3)	"
Gonzalez, Consuelo*	"	\$9.56/hr (1)	"
Hightower, Jane*	"	"	"
Holmes, Christy	"	\$10.51/hr (3)	08/16/10
Isas, Jacqueline**	"	\$9.99/hr (2)	07/01/10
Jalali, Ali	"	\$10.51/hr (3)	"
Javier, Anna	"	"	"
Kills, Jeanette	"	"	"
Kusumoto, Kyle*	"	\$9.56/hr (1)	"
Lewis, Regina*	"	"	"
Lopez, Tania*	"	"	"
Maloney, Travis*	"	\$9.99/hr (2)	"
Mercado, Lourdes	"	\$9.56/hr (1)	08/16/10
Malvaez, Leticia	"	\$10.51/hr (3)	07/01/10
Marte, Robinson*	"	\$9.56/hr (2)	"
Mendizabal, Andres	"	\$10.51/hr (3)	"
Murray, Marlen*	"	\$9.99/hr (2)	"
Namahoe, Alyson	"	\$10.51/hr (3)	"
Nunez, Ricardo*	"	\$9.56/hr (1)	"
Neupane, Kaubun	"	\$9.99/hr (2)	"
Ojeda, Vanessa	"	\$9.56/hr (1)	"
Ocampo, Caroline*	"	"	"
Ojediran, Ayodele*	"	"	"
Osuna, Maria	"	"	"
Perez, Vanessa*	"	"	"
Powell, Laura	"	\$10.51/hr (3)	"
Sandoval, Ricardo**	"	\$9.56/hr (1)	"
Shah, Dushyant	"	"	"
Plotrowski, Casey	"	\$10.51/hr (3)	"
Preciado, Maritza*	"	\$9.56/hr (1)	"
Shah, Kundan**	"	"	"
Vergara, Raymundo	"	"	"
Watson, Kathleen**	"	"	"
Wright, Carrie*	"	\$9.99/hr (2)	"
Zogheib, Tania*	"	"	"

SHORT-TERM HOURLY EMPLOYMENT (AS NEEDED), VARIABLE HOURS PER DAY & DAYS PER WEEK, FOR A PERIOD NOT TO EXCEED JUNE 30, 2011 OR 175 TOTAL WORKDAYS, WHICHEVER OCCURS FIRST

Andrade, Andrea*	Intermediate Clerk	\$9.56/hr	07/01/10
Andrade, Andrea**	"	"	"
Anene, Vivian*	"	"	"
Arredondo, Livier**	"	"	"
Bramasco, Carmen*	"	"	"
Cortez, Jannet Montiel*	"	"	"
Delgadillo, Daniel*	"	"	"
Escobar, Oswaldo*	"	"	"
Franco, Melissa*	"	"	"
Guerrero, Brenda*	"	"	"
Jimenez, Norma*	"	"	"
Lawton, Brandie*	"	"	"
Lay, Phally**	"	"	"
Ledesma, Alberto*	"	"	"
Martinez, Amanda	"	"	"
Martinez, Rosario*	"	"	"
Mitchum, Lauren**	"	"	"
Moreno, Mary Helen*	"	"	"
Munro, Laura*	"	"	"
Nacua, Camille**	"	"	"
Padilla, Karina*	"	"	"
Perry, Shawntae	"	"	"
Andrade, Andrea**	Intermediate Typist Clerk	\$9.56/hr	07/01/10
Arriaga, Sergio **	"	"	"
De La Campa, Kesia	"	"	"
Duenas, Nayeli	"	"	"
Flores Lopez, Nadia	"	"	"
Gochez, Janine	"	"	"
Gomez, Werner	"	"	"
Gonzales, Diana	"	"	"
Gutierrez, Silvy	"	"	"
Hernandez, Fernando	"	"	"
Herrera, Mayra**	"	"	"
Lawton, Brandie**	"	"	"
Miramontes, Marianne	"	"	"
Misares, Tatiana	"	"	"
Munro, Laura	"	"	"
Vargas, Jeanette**	"	"	"
Walczak, Elizabeth	Student Activities Clerk	\$9.56/hr	07/01/10
Gasca, Arturo	Custodian	\$9.76/hr	07/01/10
Born, Jon	"	"	"
Guevara, Susan	"	"	"
Hernandez, Zoriada	"	"	"
Lopez, Martin	"	"	"

SHORT-TERM HOURLY EMPLOYMENT (AS NEEDED), VARIABLE HOURS PER DAY & DAYS PER WEEK, FOR A PERIOD NOT TO EXCEED JUNE 30, 2011 OR 175 TOTAL WORKDAYS, WHICHEVER OCCURS FIRST

Blush, Sylvia	Community Outreach Worker	\$9.99/hr	07/01/10
Cuevas, Vincent	"	"	"
Duron, Renee	"	"	"
Flores, Christopher	"	"	"
Kennedy, Christina	"	"	"
Mathews, Ashaka	"	"	"
Moore, Mary	"	"	"
Perez, Scott	"	"	"
Ramos, Juan Jose	"	"	"
Salazar, Nancy**	"	"	"
Sorenson, Richard	"	"	"
Tingley, Tyler	"	"	"
Villalovos, Mary Jane	"	"	"
White, Lauren	"	"	"
Williams, Nicole**	"	"	"
Born, Jon	Gardener/Groundskeeper	\$9.99/hr	07/01/10
Gasca, Arturo	"	"	"
Lopez, Martin	"	"	"
Bourrett, Michelle**	Program Assistant I	\$9.99/hr	07/01/10
Duarte, Luis**	"	"	"
Hall, Danna	Aide-Special (Registration Account Clerk)	\$10.77/hr (3)	07/01/10
Garan, Michael*	Tutorial Technician	\$9.99/hr	07/01/10
Godinez, evangelina*	"	"	"
Kim, Jennie*	"	"	"
Castro, Eduardo	Campus Security Officer	\$10.53/hr	07/01/10
Gronert, Nolan	"	"	"
Murillo, Frank	"	"	"
Neff, Steven	"	"	"
Diaz, Sonia*	Secretary Clerk	\$10.53/hr	07/01/10
Hortua, Leonel*	"	"	"
Ruiz, Martha	"	"	"
Gardner, Marisa	Program Assistant II	\$11.34/hr	07/01/10
Mays, LaVene	"	"	"
Morada, Gabriella	"	"	"
Mishler, Katherine	"	"	"
Avila, Viridiana*	Student Affairs Technician	\$11.60/hr	07/01/10
Gonzalez, Ruben*	"	"	"
Horton, Anabel*	"	"	"

SHORT-TERM HOURLY EMPLOYMENT (AS NEEDED), VARIABLE HOURS PER DAY & DAYS PER WEEK, FOR A PERIOD NOT TO EXCEED JUNE 30, 2011 OR 175 TOTAL WORKDAYS, WHICHEVER OCCURS FIRST

Kasten, Sergio*	Job Developer	\$11.88/hr	07/01/10
Ledesma, Alberto*	"	"	"
Try, Kim Beau	Science Lab Tech. (Biology)	\$11.88/hr	07/01/10
Brown, Melinda	Instructional Aide II	\$14.13/hr (3)	08/16/10
Clare, Dennis	"	"	07/01/10
Diaz, Eric	"	"	07/01/10
Garris, Lynette	"	\$12.81/hr (1)	"
Gonzalez, Anthony	"	"	"
Goodlink, James	"	"	"
Hernandez, Ben	"	\$14.13/hr (3)	"
Hernandez, Brisa*	"	\$12.81/hr (1)	"
Krause, Peter	"	\$14.13/hr (3)	"
Lee, Shing Wun Alex	"	"	"
Leslie, Eugene*	"	\$12.81/hr (1)	"
Lizarraga, Raquel*	"	"	"
Lopez, Sandra	"	\$14.13/hr (3)	"
Martin, Michael	"	\$14.13/hr (3)	"
Melillo, Thomas	"	\$13.45/hr (2)	"
Millard, Samuel	"	\$12.81/hr (1)	"
Nunez, Johnny	"	"	"
Roberts, Nancy*	"	"	"
Tharp, Casey	"	\$13.45/hr (2)	"
Trinh, Thanh	"	\$14.13/hr (3)	"
Barrett, Andrea**	Banquet Chef	\$13.13/hr	08/16/10
Lopez, Jesusita**	"	"	"
Mercado, Lourdes**	"	"	"
Kristinat, Katrina*	Development Assistant	\$13.79/hr	07/01/10
Castillejos, Silvia	Program Facilitator	\$13.79/hr	07/01/10
Diaz, Sonia*	"	"	"
Duarte, Luis	"	"	"
Garris, Lynette**	"	"	"
Gonzalez, Aaron	"	"	"
Hernandez, Ben**	"	"	"
Hortua, Leonel*	"	"	"
Ledesma, Alberto**	"	"	"
Loayza, Diana	"	"	"
Miranda, Adrian**	"	"	"
O'Neill, Jeannie*	"	"	"
Rios, Rebecca	"	"	"
Rojas, Mary**	"	"	"
Van Der Linden, Danielle**	"	"	"

SHORT-TERM HOURLY EMPLOYMENT (AS NEEDED), VARIABLE HOURS PER DAY & DAYS PER WEEK, FOR A PERIOD NOT TO EXCEED JUNE 30, 2011 OR 175 TOTAL WORKDAYS, WHICHEVER OCCURS FIRST

Alvarez, Jose*	Student Affairs Assistant	\$13.79/hr	07/01/10
Antiquera, Carlo	"	"	"
Jovel, Abigail*	"	"	"
Lopez, Leodomiros*	"	"	"
Llomas, Yuriria*	"	"	"
Trakulthai, Terrayut	Welder	\$13.79/hr	07/01/10
Flores, Christopher	Technical Director/Designer	\$14.79/hr	07/01/10
Kim, Steve Lynn**	"	"	"
Martinez III, Tony	"	"	"
Palmer, Elaine*	Special Populations Coordinator	\$16.41/hr	07/01/10
Juarez, Jeannette**	Vocation Education and Special Project Assistant	\$16.41/hr	07/01/10
Martinez, Amanda**	"	"	"
David, Maria Milagros	Senior Technical Support Specialist	\$16.80/hr	07/01/10
Cervantes, Romulo Joseph	Network Administrator	\$19.51/hr	07/01/10
Murray, Dean**	Children's Music Conservatory Specialist	\$19.68/hr	07/01/10
Alderette, Xavier	Cont. Ed. Specialist (Arts & Crafts)	\$22.45/hr	07/01/10
Eckhart, Sherry	"	"	"
Bible, Danielle	"	"	"
Calderon, David	"	"	"
Carrillo, Genevieve	"	"	"
Castler, Gary	"	"	"
Chavez-Perez, Jimmy	"	"	"
Gordon, Derek	"	"	"
Hulett, Olivia	"	"	"
Leon, Maria	"	"	"
Libal, Angela	"	"	"
Marchetta, Richard	"	"	"
Montoya, Elia	"	"	"
Shin, Yoon Young	"	"	"
Suleiman, Reema*	Child Development Center Teacher Grade III	\$25.10/hr (3)	07/01/10
Lagman, Alex	Music Conservatory Specialist	\$24.36/hr	07/01/10
Biri, Mariah**	Cont. Ed. Specialist (Cultural Arts)	\$28.07/hr	07/01/10
Benoun, Joseph**	"	"	"
Blush, Sylvia**	"	"	"
Caro Durazo, Carlos**	"	"	"

SHORT-TERM HOURLY EMPLOYMENT (AS NEEDED), VARIABLE HOURS PER DAY & DAYS PER WEEK, FOR A PERIOD NOT TO EXCEED JUNE 30, 2011 OR 175 TOTAL WORKDAYS, WHICHEVER OCCURS FIRST

Ceballos, Janae**	Cont. Ed. Specialist (Cultural Arts)	\$28.07/hr	07/01/10
Duardo, David**	"	"	"
Edmonds, June**	"	"	"
Edquist, Alicia**	"	"	"
Farrell, Stephen**	"	"	"
Frandsen, Janna**	"	"	"
Gonzalez, Anthony**	"	"	"
Gutierrez, Melissa**	"	"	"
Hurzeler, Cynthia**	"	"	"
Jernigan, Bryan**	"	"	"
Layne, Jonathan**	"	"	"
Lew, Ernest**	"	"	"
Loherke, James**	"	"	"
Marroquin, Sonia**	"	"	"
McMillen, Lana**	"	"	"
Moore, Terry**	"	"	"
O'Connell, Jalon**	"	"	"
Perez, Judy**	"	"	"
Slager, Robert**	"	"	"
Strickland, Denise**	"	"	"
Sullivan, Monica**	"	"	"
Wissa, Farid**	"	"	"
Ye, Liang**	"	"	"

Auer, Christina*	Community Education Specialist	\$29.15/hr	07/01/10
Cardenas, Mirna**	"	"	"
Choi, Hye-Jin*	"	"	"
Covarrubias, Deisy*	"	"	"
Edwards, Pamela*	"	"	"
Feist, Astrid*	"	"	"
Gift, Norene*	"	"	"
Guzman, Julio**	"	"	"
Hernandez, Anthony**	"	"	"
Johnson, Dewayne*	"	"	"
Kayise, Mandla	"	"	"
Kim, Jong-Wha*	"	"	"
Layne, Jean*	"	"	"
McFarland, Lillian*	"	"	"
McLean, Julie*	"	"	"
Norville, Ebony*	"	"	"
Nutt, Karen*	"	"	"
Pepito, Marissa*	"	"	"
Pizer, Janis*	"	"	"
Quesada, Alfred*	"	"	"

Berdine, Michael**	Cont. Ed. Specialist (Business Tech.)	\$50.52/hr	07/01/10
Fitzgerald, Barrett*	"	"	"
Guerrero, Mario**	"	"	"
Hemsworth, Richard**	"	"	"
Livingston, Barbara**	"	"	"
McSherry, Marillou*	"	"	"

SHORT-TERM HOURLY EMPLOYMENT (AS NEEDED), VARIABLE HOURS PER DAY & DAYS PER WEEK, FOR A PERIOD NOT TO EXCEED JUNE 30, 2011 OR 175 TOTAL WORKDAYS, WHICHEVER OCCURS FIRST

Cisneros, Carol**	Cont. Ed. Specialist (Health Occ.)	\$50.52/hr	07/01/10
Driskell, James**	"	"	"
Gray, Robert**	"	"	"
Miller, Vanessa*	"	"	"
O'Dell, Jeffrey**	"	"	"
Quirk, Jean**	"	"	"
Saucedo, Marisol**	"	"	"
Thornbury, Robert**	"	"	"
Wood, John**	"	"	"
Bueno, Ni**	Project Specialist/Technology Level 1	\$75.00/hr	07/01/10
Chester, Robert**	"	"	"
Fitzgerald, Barrett**	"	"	"
Jacobson, Stanley**	"	"	"
Koze, John**	"	"	"
De Sevilla, Angel**	Project Specialist/Technology Level II	\$100.00/hr	07/01/10
Gereau, Servardo**	"	"	"
Gurrola, Carlos**	"	"	"

CERRITOS COMMUNITY COLLEGE DISTRICT
MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
SEPTEMBER 1, 2010

- I. CALL TO ORDER The meeting was called to order at 6:00 p.m. by Dr. Bob Hughlett, Board President. Those present were Mr. Bob Arthur, Dr. Tina Cho, Dr. Ted Edmiston, Mr. Bob Epple, Dr. Bob Hughlett, Mr. Tom Jackson, Dr. Shin Liu and Mr. Felipe Grimaldo, Student Trustee. Others present were the President/Superintendent, Vice President of Academic Affairs, Vice President of Student Services, Vice President of Business Services, Interim Vice President of Human Resources, Faculty Senate President and the CSEA President.
- II. PLEDGE OF ALLEGIANCE The flag salute was led by Mr. Grimaldo.
- III. APPROVAL OF MINUTES A. It was moved by Mr. Arthur and seconded by Mr. Grimaldo to approve the minutes of the regular meeting of August 4, 2010. The vote for approval was unanimous (student advisory vote: aye).
- IV. INSTITUTIONAL PRESENTATIONS Employee of the Month A. Dr. Lacy presented Rusty Ottosen with the Outstanding Classified Employee Award for the month of July 2010.
- V. CLOSED SESSION A. The Board adjourned to closed session at 6:05 p.m.
- VI. RECONVENE The Board reconvened at 6:29 p.m.
- VII. PUBLIC PRESENTATIONS
Nidia Notario Nidia Notario, Cerritos College student, thanked the Board for participating in student activities on campus. She invited the Board to attend a celebration of Mexican Independence Day on September 16 at 11:00 a.m. in the Falcon Square.
- Mona Hawkins Mona Hawkins expressed concerns regarding the registration and assessment testing processes at Cerritos College. She stated that she encountered many hurdles while trying to enroll her son in classes and requested that the college consider revising their practices.
- Marcella Derthick Marcella Derthick thanked the Board and Cerritos College for their continued support of the annual Relay for Life of Norwalk event. She indicated that the event raised over \$29,000 this year and concluded by presenting a certificate of appreciation to Cerritos College.
- VIII. CONSENT AGENDA It was moved by Dr. Edmiston and seconded by Mr. Arthur to approve the consent agenda and addendum. Dr. Liu asked that item VIII.A be held for separate consideration and Dr. Hughlett requested that items VIII.N and VIII.O3 be held for separate consideration. The vote for approval and/or ratification of the following items was unanimous (student advisory vote: aye):
- A. It was moved by Dr. Edmiston and seconded by Mr. Arthur to Provide Compensation to Dr. Liu for Her Absence from the August 4 Board Meeting. The vote for approval was 6-0-1 (Dr. Liu abstained).

- N. It was moved by Dr. Edmiston and seconded by Mr. Arthur to approve item N:

Resolution No. 10-12 Adoption of a Labor Compliance Program, as attached.

Dr. Hughlett noted that references in the document to the Labor Compliance Officer (LCO) will be updated to designate the Director Physical Plant as LCO. The vote for approval was unanimous.

- O. It was moved by Dr. Edmiston and seconded by Mr. Arthur to approve item O3:

3. Bovis Lend Lease
CA/OR Interim Management of Services
Business Services

To enter into an agreement with Bovis Lend Lease for the interim management of specified projects. For period July 19, 2010 through November 15, 2010.

Dr. Hughlett noted that as discussed in closed session, the total cost of this agreement is \$603,667 with funding from the GO Bond. The vote for approval was unanimous.

- B. Accepted gifts with letters of thanks to the following:

- Mohawk and Behlen stains, solvents and topcoats
Donated by: Austin Hardwoods
610 Santiago Street
Santa Ana, CA 92701

- C. Acceptance of Chancellor's Office Statewide Advisory Committee Coordination 2010-2011, as attached.

- D. Acceptance of 2010-2011 Perkins Funds (VTEA), as attached.

- E. Acceptance of California Department of Education (CDE) Funding Under Workforce Investment Act Title II, as attached.

- F. Acceptance of Chancellor's Office Tech Prep Grant 2010-2011 Renewal, as attached.

- G. Extension of Chancellor's Office Economic and Workforce Development RTF Grants, as attached.

- H. Extension of Chancellor's Office Economic and Workforce Development HUBS Grants, as attached.

- I. Perkins/VTEA Grant Stipend, as attached.

- J. Perkins/VTEA Grant Honorarium, as attached.

- K. Cerritos College Foundation Cost/Benefits to District for 2009-2010, as attached.

- L. Change Order #1 (Bid #0809-02), EMAE International, Classroom/Lab/Office Building 1 (Physical Science and Technology Building), as attached.
- M. Notice of Completion for Bid 0708-12, Infrastructure & Central Plant – Phase III, as attached.
- N. Resolution No. 10-12 Adoption of a Labor Compliance Program, as attached.

O. Contracts:

Services
AMENDMENT

- 1. El Camino Community College District
Customized Training

CITE

To increase the contract amount. The District will use El Camino College's Employment Training Panel (ETP) fund to pay for onsite, customized training provided by the District to its business clients. For period September 8, 2010 through June 30, 2011. The contract amount will be increased from not to exceed \$75,000 to not to exceed \$175,000. El Camino College will pay the District up to \$250 an hour for the training that is delivered. This fee will provide funds for 100% of this project's activities with no District funds involved.

NEW

- 2. California Manufacturing Technology Consulting (CMTC)
Customized Training

CITE

For the additional scope/owner requested items to the Classroom/Lab/Office Building 1 project. The cost will be \$126,122.30 bringing the total contract amount to \$1,176,122.30 with funding from the GO Bond.

- 3. This item was considered separately.

- 4. Pearson Education, Inc.
Student Learning Material
Business Services

To provide discounted student learning materials through the Cerritos College Bookstore. For period September 1, 2010 through August 31, 2015. No cost to the District. Based on purchase volume, students will receive discounts ranging from 10% to 42% off the list price of Pearson paperback and a la carte products.

Training

NEW

- 5. The Community College Foundation
Permanence and Safety-Model Approach to Partnerships in Parenting (PS-MAPP) Training

Health Occupations

To provide Permanence and Safety-Model Approach to Partnerships in Parenting (PS-MAPP) training to potential resource families in Los Angeles County. For period August 1, 2010 through July 31, 2011. The District will be reimbursed \$7,500 per series for a total amount of \$30,000.

- P. Employment of Temporary Full-Time Short-Term Substitute Faculty Employee:

Ramos, Gerardo, Instructor (Business Administration), @ B-3 (\$26,536/Semester), 5-School Month Contract, effective August 16, 2010

- Q. Employment of Temporary and/or Substitute Hourly Faculty Personnel, as needed for 2010-2011 Academic Year, as attached.

- R. Employment of 2010 Summer Session Faculty Personnel, as attached.

- S. Denial of Request for Unpaid Leave of Absence, as attached.

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

IX. ADMINISTRATIVE MATTERS

- A. As information, the Board book contained College Coordinating Committee Minutes for May 10, 2010.

- B. Dr. Hughlett opened discussion regarding the first reading of Revisions to Board Policy 2350 – Speakers and Board Policy 2355 – Decorum. Mr. Jackson suggested that a statement be developed to inform the public that they may be held liable for making libelous statements at a Board meeting in lieu of revising these board policies. There was a consensus from the Board that staff should develop a statement.

- C. It was moved by Mr. Epple and seconded by Mr. Arthur to approve Resolution No. 10-11 Regarding California's 2010-11 State Budget. The vote for approval was unanimous.

- D. Dr. Hughlett opened discussion regarding the consideration of Nominations for Membership to the Los Angeles County Committee on School District Organization (County Committee) for the Election to be Held October 2010. No action was taken.

X. REPORTS

- A. Board of Trustees

Mr. Grimaldo stated that the Vietnam Moving Wall memorial in Norwalk was a great event and added that he was glad that he and members of the Veterans Club had an opportunity to provide support at the event. He concluded by informing the Board that he was elected as the CCCT Student Trustee.

Dr. Liu stated that she appreciates the hard work of faculty and staff who are faced with many challenges this semester.

Mr. Arthur thanked Mr. Grimaldo and everyone who provided assistance at the Vietnam Moving Wall memorial.

Mr. Jackson stated that he attended the Challenger Learning Center Dedication Ceremony on August 30 and stated that the facility is impressive. He acknowledged the program for teaching children about science and mathematics.

Dr. Cho commended the faculty and staff on campus for all of their hard work.

Dr. Hughlett stated that faculty and staff have been asked to do more with less resources and he is appreciative of their work.

B. Faculty and Staff Leadership

Ms. Moore shared that the iFALCON team will be publishing new information next week.

Ms. Laughon stated that she is pleased to see that the Board will consider action regarding ratification of a CCFF-District Collective Bargaining Agreement amendment and added that CSEA is looking forward to meeting with the college next week.

C. President/Superintendent and Vice Presidents

Mr. El Fattal stated that the college has been operating for 63 days without a state budget. He discussed cash flow issues and indicated that the college will begin interfund borrowing this month that should support the college through October.

Mr. Farmer acknowledged the faculty and deans who have been doing a great job with students during this busy time of year.

Dr. Johnson shared a graph of counseling services activity for the Fall semester. He also shared a brochure for veteran's support services at the college.

Mr. Collins indicated that the Human Resources department will be modifying the format of its Board agenda items in the near future so that there is one item for all personnel actions.

Dr. Lacy stated that there are currently almost 24,000 students enrolled at the college. She indicated that she was appointed to the CCLC Advisory Committee on Legislation and looks forward to being a part of legislative discussion. She acknowledged the Follett Bookstore for its expedient efforts in establishing a textbook rental program on campus. She concluded her report by acknowledging the students who participated in the USC-Cerritos College Summer Research Internship in Solar Energy. She stated that the professors were very impressed with the students' preparedness, energy and enthusiasm.

XI. CLOSED SESSION

The Board adjourned to closed session at 7:16 p.m.

XII. RECONVENE

The Board reconvened at 7:50 p.m.

Read Out

Mr. Jackson stated that in closed session the Board took action to ratify the 2009-2010 addition to the collective bargaining agreement. This action follows action by the Cerritos College Faculty Federation (CCFF) to ratify this agreement. The vote for approval was unanimous.

XIII. ADJOURNMENT

The meeting was adjourned at 7:50 p.m.

XIV. NEXT REGULAR MEETING

The next regular meeting of the Board of Trustees is scheduled for Wednesday, September 15, 2010 at 6:00 p.m.



Dr. Bob Hughlett, Board President



Bob Arthur, Board Secretary

CERRITOS COLLEGE

TO: Board of Trustees
FROM: Dr. Linda L. Lacy., President/Superintendent *LL*
REVIEWED BY: William C. Farmer, Jr., Vice President of Academic Affairs *WCF*
PREPARED BY: Nick Kremer, Executive Dean Community, Industry and Technology Education
DATE: September 1, 2010
SUBJECT: **Consideration of Acceptance of Chancellor's Office Statewide Advisory Committee Coordination 2010-2011**

RECOMMENDATION

It is recommended that the Board of Trustees approve Cerritos College as the 2010-2011 fiscal and administrative agent for the State chancellor's Office Research and Accountability Committee for a total of \$38,000.

OVERVIEW

Cerritos College has received a renewal from the Chancellor's Office to be the 2010-2011 fiscal and administrative agent for The Research and Accountability Advisory Committee. The Committee will advise the State Chancellor's Office on accountability issues in the vocational education system.

ANALYSIS

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

FINANCIAL IMPLICATIONS

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

CERRITOS COLLEGE

TO: Board of Trustees
FROM: Dr. Linda L. Lacy, President/Superintendent *LL*
REVIEWED BY: William Farmer, Jr., Vice President /Assistant Superintendent *WCF*
PREPARED BY: Nick ~~Kremer~~, Executive Dean Community, Industry and Technology Education
DATE: September 1, 2010
SUBJECT: Consideration of Acceptance of 2010-2011 Perkins Funds (VTEA)

RECOMMENDATION

It is recommended that the Board of Trustees approve the acceptance of the 2010-2011 Title I, Part C tentative allocation under the Carl Perkins Career and Technical Education Act (VTEA) in the amount of \$924,386.

OVERVIEW

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

ANALYSIS

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

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

FINANCIAL IMPLICATIONS

The college will receive \$924,386 to be used for vocational program improvement purposes as outlined above in the analysis section.

CERRITOS COLLEGE

TO: Board of Trustees
FROM: Dr. Linda L. Lacy, President/Superintendent *LL*
REVIEWED BY: William Farmer, Jr., Vice President /Assistant Superintendent *WCF*
PREPARED BY: Nick ~~Kremer~~, Executive Dean Community, Industry and Technology Education
 Graciela Vasquez, Director of Adult Education
DATE: September 1, 2010
SUBJECT: **Consideration of Acceptance California Department of Education (CDE)
 Funding under Workforce Investment Act Title II**

RECOMMENDATION

It is recommended that the Board of Trustees approve the acceptance of the 2010-2011 California Department of Education (CDE) funding under Workforce Investment, Title II in the amount of \$33,276.

OVERVIEW

Cerritos College has received funding from the Workforce Investment Act, Title II, Adult Education and Family Literacy Act, English Literacy and Civics Education Programs. This Federal funding flows through the California Department of Education.

ANALYSIS

Funding from the U.S. Department of Education is provided to adult education and literacy providers. These funds are designated to supplement non-credit ESL and basic adult education programs.

FINANCIAL IMPLICATIONS

The college will receive \$33,276 to be used for textbooks and materials, assessment and testing, community outreach, and related needs.

CERRITOS COLLEGE

TO: Board of Trustees
FROM: Dr. Linda L. Lacy, President/Superintendent
REVIEWED BY: William Farmer, Vice President Academic Affairs and Provost *WCF*
PREPARED BY: Nick Kramer, Executive Dean Community, Industry and Technology Education
Maggie Cordero, Director of Pathway Programs
DATE: September 1, 2010
SUBJECT: Consideration of Acceptance of Chancellor's Office Tech Prep Grant 2010-2011 Renewal

RECOMMENDATION

It is recommended that the Board of Trustees approve the 2010-2011 renewal of funding for the Tech Prep program in the amount of \$69,708.

OVERVIEW

Cerritos College has received a renewal of funding for the Tech Prep program. These funds will be utilized for articulation with local high schools by continuing to implement a program of integrated, appropriately sequenced academic/vocational curricula and instructional support that reflects workplace needs and conditions.

ANALYSIS

This Chancellor's Office grant of \$69,708 will support the development of the academic, vocational, and technical skills of secondary students and postsecondary students who elect to enroll in vocational and technical education programs.

FINANCIAL IMPLICATIONS

The college will receive \$69,708 to support this program. No district funds will be used.

CERRITOS COLLEGE

TO: Board of Trustees
FROM: Dr. Linda L. Lacy, President/Superintendent *lll*
REVIEWED BY: William Farmer, Jr., Vice President of Academic Affairs/Assistant Superintendent
PREPARED BY: Nick Kremer, Executive Dean Community, Industry and Technology Education
DATE: September 1, 2010
SUBJECT: **Consideration of Extension of Chancellor's Office Economic and Workforce Development RTF Grants**

RECOMMENDATION

It is recommended that the Board of Trustees approve the extension of the two Responsive Training Fund for Incumbent Workers Grants. (08-3312-050 and 09-332-050)

OVERVIEW

The Chancellor's Office of the California Community College 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.

The first Responsive Training Fund grant (08-332-050) is 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. The second grant (09-332-050) is to provide incumbent worker training in additional business sectors that are to be determined.

ANALYSIS

Cerritos College will be responsible for administering the grants. This includes project development, marketing and dissemination, instructional materials development and training delivery. The performance period of both grants shall be to June 30, 2011.

FINANCIAL IMPLICATIONS

Cerritos College has received \$147,061 for the first grant and \$72,936 for the second grant. No additional funds have been received. 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: Dr. Linda L. Lacy, President/Superintendent *ML*
REVIEWED BY: William Farmer, Jr., Vice President of Academic Affairs/Assistant Superintendent
PREPARED BY: Nick Kremer, Executive Dean Community, Industry and Technology Education
DATE: September 1, 2010
SUBJECT: **Consideration of Extension of Chancellor's Office Economic and Workforce Development HUBS Grants**

RECOMMENDATION

It is recommended that the Board of Trustees approve the extension of the Economic and Workforce Development Grant for a Statewide Strategic Initiative Hubs (HUBS) project in the amount of \$60,010.

OVERVIEW

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

Cerritos College was awarded an Economic Development Program HUBS grant. The purpose of the grant is to support regional initiatives such as green manufacturing train the trainers and four industry specific studies. This grant complements the mission of Cerritos College's Office of Economic Development and the Technology Division.

ANALYSIS

Cerritos College will be responsible for administering the grant. The term of this grant shall be extended to March 31, 2011.

FINANCIAL IMPLICATIONS

Cerritos College has received \$60,010. No additional funds have been received. 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 funds will be used.

CERRITOS COLLEGE

TO: Board of Trustees
FROM: Dr. Linda L. Lacy, President/Superintendent *LL*
REVIEWED BY: William Farmer, Jr., Vice President of Academic Affairs *WCF*
PREPARED BY: Nick ~~Kremer~~, Executive Dean Community, Industry and Technology Education
DATE: September 1, 2010
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 2010-2011 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 \$3,750 stipend per semester for a total of \$7,500 for the 2010-2011 academic year.

FINANCIAL IMPLICATIONS

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

CERRITOS COLLEGE

TO: Board of Trustees
FROM: Dr. Linda L. Lacy, President/Superintendent *LL*
REVIEWED BY: William Farmer, Jr., Vice President/Assistant Superintendent *WCF*
PREPARED BY: Nick Kremer, Executive Dean Community, Industry and Technology Education
DATE: September 1, 2010
SUBJECT: Consideration of Approval of Perkins/ VTEA Grant Honorarium

RECOMMENDATION

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

OVERVIEW

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

ANALYSIS

As part of the effort to grow the film production program, the Fine Arts Division has been awarded special funding from the Perkins (VTEA) program to hold a series of workshops conducted by industry experts during the 2010-2011 academic year. These individuals represent all aspects of the industry and include prominent members of the industry. Some of the workshops will be held at the college and some at studio sites. These will be scheduled on an "as needed" basis.

Patti Bellantoni
Color and Art Direction
 \$500 per workshop

Sync Masters, Inc.
Music Composers
 \$500 per workshop

Greg Robinson
Location Scout
 \$500 per workshop

Sam Warren
Casting Director
 \$500 per workshop

Kurt Gauger
Prop Master/Art Director
 \$500 per workshop

Lyndon Barrios
Animation Director
 \$500 per workshop

Jeff Greenberg
Editing Director
 \$500 per workshop

Barry Ratcliffe
Actor/Writer-Producer
 \$500 per workshop


David Wollock
Television Writer
 \$500 per workshop


FINANCIAL IMPLICATIONS

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

CERRITOS COLLEGE

TO: Board of Trustees

FROM: Dr. Linda L. Lacy, President/Superintendent 

PREPARED BY: Steve Richardson, Executive Director, Foundation 

DATE: September 1, 2010

SUBJECT: **Consideration of Approval of Cerritos College Foundation Cost/Benefits to District for 2009-2010**

RECOMMENDATION

It is recommended that the Board of Trustees approve the Cerritos College Foundation Cost/Benefits to District for 2009-2010 as presented.

OVERVIEW

The Cerritos College Foundation Cost/Benefits to District for 2009-2010 is presented for approval.

ANALYSIS

Attached is the District's invoice to the Foundation for its costs incurred by the Foundation for 2009-2010. Also attached are the Foundation's 2009-2010 Cost/Benefits Report and supporting documentation which was approved by the Cerritos College Foundation Board of Directors on July 15, 2010.

FINANCIAL IMPLICATIONS

No financial impact

Attachments

Cerritos College District

11110 Alondra Blvd.
Norwalk, CA 90650
562.860.2451 Fax 562.924.2800

INVOICE

INVOICE NO: 284-10
Date: July 1, 2010

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

DESCRIPTION		AMOUNT
	Reimbursement for Services for 2009-10 Fiscal Year Per Master Agreement, Section V-A Board Approved April 1, 2009	\$302,633
TOTAL DUE		\$302,633

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

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Costs incurred by the District to benefit the Foundation:

Salaries & Fringe Benefits

S. Richardson

J. Cole

R. Samarin

Sub-Total

\$301,191

Other

Supplies

Conferences

Repairs

Rent Lease

Equipment

Postage

Sub-Total

\$0

\$254

\$0

\$0

\$1,188

\$1,442

Total District Costs

\$302,633

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

Program, Community, and Student Support

\$1,201,736

Promotion/Public Relations Support

\$17,547

Scholarships

\$170,576

Endowments

\$13,624

Board Volunteer Service

\$12,125

2009-10 Gross Benefit

\$1,415,608

2009-2010 Net Benefit

\$1,112,975

Adjusted Carry Over from 2008-09

\$2,651,477

Cumulative Net Benefit from Foundation to College

\$3,764,452

2009-10 Cost Benefit Report

	AMOUNT	BALANCE
PROGRAM, COMMUNITY, AND STUDENT SUPPORT:		
Academic Excellence Awards	\$ 3,263.00	
ACCCTEP	\$ 720.00	
Accounting Dept. Computers	\$ 1,929.00	
Adult Education (WSI Grant)	\$ 10,000.00	
American Health Journal Cable Program (Dental Hygiene)	\$ 4,900.00	
ATTE Conference	\$ 401.00	
Auto Career Institute	\$ 5,724.00	
Bobby Verdugo (Speaker)	\$ 200.00	
CARE Program	\$ 286.00	
Career Expo	\$ 5,985.00	
Child Development Conference	\$ 500.00	
CLCC Conference	\$ 11,891.00	
College Access Program	\$ 3,559.00	
Culinary Arts Program	\$ 1,361.00	
Dental Hygiene Student Competition	\$ 1,500.00	
Dental Hygiene Dept.	\$ 380.00	
Employee Appreciation Luncheon	\$ 905.00	
ESL Program (HSBC Bank Grant)	\$ 615.00	
Federal Earmark to benefit College	\$ 238,000.00	
Financial Aid Student Emergency Aid Fund	\$ 4,000.00	
Global Consortium	\$ 350.00	
Instrumental Band Program	\$ 3,061.00	
IME Fellowship (Plaza Comunitarias)	\$ 2,600.00	
International Student Center	\$ 3,068.00	
Kelly Softball Field Project	\$ 3,257.00	
Library	\$ 2,990.00	
Music Assoc of CA Comm College Conference	\$ 4,546.00	
Math/Science GATE Academy	\$ 7,211.00	
National Dance Competition	\$ 5,805.00	
Network of Executive Women (Student Registrations)	\$ 480.00	
Outstanding Classified Award	\$ 500.00	
Outstanding Faculty Awards	\$ 500.00	
Pathways Program	\$ 606.00	
Physical Education Dept. (Defibrillator)	\$ 1,215.00	
Physical Therapy Assistant Program	\$ 180.00	
Plastics	\$ 4,583.00	
Plazas Comunitarias	\$ 7,693.00	
Project HOPE Support	\$ 20,199.00	
Project HOPE (CA Endowment)	\$ 60,292.00	
Project HOPE (James Irvine Grant)	\$ 125,671.00	
Project HOPE (Marguerite Casey Foundation Grant)	\$ 5,000.00	
SCCTT Capital Campaign	\$ 595,601.00	
Speech Dept. National Competition	\$ 3,000.00	
Student Art Awards	\$ 1,200.00	
Student Health & Wellness Center (Kaiser Grant)	\$ 6,713.00	
Student Tickets (Learning Communities)	\$ 1,185.00	
Teacher TRAC Support	\$ 3,783.00	

2009-10 Cost Benefit Report

	AMOUNT	BALANCE
PROGRAM, COMMUNITY, AND STUDENT SUPPORT:		
Teacher TRAC Symposium	\$ 176.00	
Teacher TRAC (Boeing Spec Ed Grant)	\$ 19,321.00	
Teacher TRAC (Packard Grant)	\$ 333.00	
Transfer Center Reception	\$ 700.00	
Transfer Center University Visits	\$ 5,000.00	
Women's History Month	\$ 1,000.00	
Woodworking	\$ 7,798.00	
TOTAL PROGRAM, COMMUNITY, AND STUDENT SUPPORT		\$ 1,201,736.00
PROMOTION/PUBLIC RELATIONS SUPPORT:		
Chamber Mega Mixer	\$ 5,216.00	
Insight Newsletter	\$ 12,331.00	
TOTAL PROMOTION/PUBLIC RELATIONS SUPPORT		\$ 17,547.00
SCHOLARSHIPS:		
Agnes Duran Scholarship	\$ 450.00	
Albert Ostroff Scholarship	\$ 300.00	
Alice Collins Scholarship	\$ 300.00	
Alice Wang Scholarship	\$ 3,000.00	
Assistive Technology Scholarship	\$ 355.00	
Bellflower Noon Lions Club Scholarship	\$ 2,000.00	
Bianca Ruiz Scholarship Fund	\$ 1,500.00	
Broderick/CommeFord Memorial Scholarship	\$ 1,000.00	
Carmen Solis Pratt Scholarship	\$ 1,600.00	
Cassidy Family Scholarship	\$ 400.00	
Cerritos College Retired Faculty Association Scholarship	\$ 500.00	
Cheryl A. Epple Memorial Scholarship	\$ 2,000.00	
City of Norwalk Cosmetology Scholarship	\$ 500.00	
College Access Scholarships (Project HOPE)	\$ 75,250.00	
Delvers Gem and Mineral Scholarship	\$ 750.00	
DeLyre Scholarship	\$ 4,000.00	
Demian/Carreon Scholarship	\$ 500.00	
DeMott Scholarship	\$ 525.00	
E. Maude West Scholarship	\$ 500.00	
Ed Bloomfield Scholarship	\$ 500.00	
Ellis Robinson Scholarship	\$ 300.00	
Ellen Carver Scholarship	\$ 750.00	
Elmer and Randy Dobson Scholarship	\$ 500.00	
English Dept. Scholarship	\$ 1,650.00	
Ernest A. Gonzalez Scholarship	\$ 250.00	
Esther L. Espinoza Teacher TRAC Scholarship	\$ 1,000.00	
Euridito Scholarship	\$ 3,000.00	

2009-10 Cost Benefit Report

	AMOUNT	BALANCE
SCHOLARSHIPS:		
Fred Gaskin Teacher TRAC Scholarship	\$ 1,000.00	
Glorya Welch Scholarship	\$ 500.00	
Golden Girls Scholarship	\$ 700.00	
Greater Harbor Area Business Scholarship	\$ 500.00	
Habib American Bank Business Scholarship	\$ 1,000.00	
Hoekzema Medical Assisting Scholarship	\$ 300.00	
iFalcon Scholarship	\$ 1,000.00	
Ina Zive Scholarship	\$ 1,000.00	
International Students Scholarship	\$ 3,300.00	
Jeanie M.T. Yang Automotive Scholarship	\$ 2,000.00	
John Boyle Scholarship	\$ 200.00	
John Moore First Step Scholarship	\$ 1,000.00	
John Pelloni Scholarship	\$ 1,000.00	
Jules Crane Scholarship	\$ 150.00	
Juntilla SHP Scholarship	\$ 1,000.00	
Keith Hinrichsen Scholarship	\$ 2,100.00	
Kevin Hoggard Scholarship	\$ 250.00	
Mark and Barnett Chen Scholarship	\$ 1,000.00	
Marion Hyde Scholarship	\$ 1,000.00	
Nancy Kelly Scholarship	\$ 3,700.00	
Newton Werner Scholarship	\$ 100.00	
Norm Reeves Honda First Year Experience Scholarship	\$ 600.00	
Norwalk Woman's Club Scholarship	\$ 500.00	
Osher Foundation Scholarships	\$ 18,000.00	
Paige Scholar Scholarship	\$ 1,000.00	
Pat Pinder Scholarship	\$ 300.00	
Plastics Scholarship	\$ 1,370.00	
Richard McGrath Scholarship	\$ 250.00	
Robert Collins Scholarship for Administration of Justice Students	\$ 2,650.00	
Robert C. Hughlett Scholarship for Students with Disabilities	\$ 3,000.00	
Sanchez de Hernandez Scholarship	\$ 500.00	
Scion Kreationz Car Club Scholarship	\$ 850.00	
Scott Henderson Scholarship	\$ 1,500.00	
SMCDA Scholarships	\$ 5,300.00	
The Chugh Firm Accounting Scholarship	\$ 1,000.00	
The Chugh Firm Paralegal Scholarship	\$ 1,000.00	
Tom and Marie Jackson Scholarship	\$ 1,826.00	
USS Pelias Scholarship	\$ 500.00	
Wayne Nunnery Facilities & Purchasing Leadership Scholarship	\$ 1,500.00	
Woman's Club of Artesia-Cerritos Scholarship	\$ 2,250.00	
Yamaha Scholarship in Music	\$ 500.00	
TOTAL SCHOLARSHIPS		\$ 170,576.00

2009-10 Cost Benefit Report

	AMOUNT	BALANCE
ENDOWMENTS:		
Robert C. Hughlett Scholarship for Students w/Disabilities	\$ 2,550.00	
Cheryl Epple Scholarship	\$ 1,370.00	
Richard McGrath Scholarship	\$ 6,000.00	
Paige Scholar Scholarship	\$ 3,354.00	
Nona Siegel	\$ 350.00	
TOTAL ENDOWMENTS		\$ 13,624.00
Board Volunteer Service		\$ 12,125.00
Total Foundation Support to District		\$ 1,415,608.00
As of 6/30/10		

CERRITOS COLLEGE

TO: Board of Trustees

FROM: Dr. Linda L. Lacy, President/Superintendent *LL*

REVIEWED BY: David El Fattal, Vice President of Business Services *DEF*

PREPARED BY: Robert Riffle, Director of Physical Plant

DATE: September 1, 2010

SUBJECT: **Consideration of Approval of Change Order #1 (Bid #0809-02), EMAE International, Classroom/Lab/Office Building 1 (Physical Science and Technology Building)**

RECOMMENDATION

It is recommended that the Board of Trustees approve Change Order #1 (Bid #0809-02), EMAE International, construction of the Classroom/Lab/Office Building 1 (Physical Science and Technology Building) in the amount of \$126,122.30 with the new contract amount being \$10,176,122.30. Funding for this project is coming from the GO Bond.

OVERVIEW

On December 10, 2008, the Board awarded a contract to EMAE International for the construction of the Classroom/Lab/Office Building 1 (Physical Science and Technology Building.) Public Contract Code Section 20659 requires Board approval for a change order to a public works bid.

ANALYSIS

The total cost for the attached items in this Change Order Number One is \$126,122.30. A change order, pursuant to Code, must not exceed 10% of the original contract amount approved by the Board. The original contract amount approved by the Board was \$10,050,000. Therefore, Change Order Number One is in compliance with Public Contract Code Section 20659. Change Order Number One has been reviewed by HMC Architects (Architect); Bovis (Construction Management); Director of Physical Plant, and the Vice President of Business Services. Please refer to the attachment for the items, details and approvals of Change Order Number One.

FINANCIAL IMPLICATIONS

The cost will be \$126,122.30 bringing the total contract amount to \$10,176,122.30. Funding is from the GO Bond.

Project: Cerritos College
Classroom / Lab / Office Building - 1
11110 Alondra Blvd
Norwalk, CA 90650

Change Order Number: 01

To: EMAE International
13744 Milroy Place
Santa Fe Springs, CA 90670
P: 562-404-1468
F: 562-404-1473

ADDITIONAL SCOPE / OWNER REQUESTED ITEMS:

Item 1.01

Description: IB-05 / FCD-03 – Revision to Roof Framing Plan
Reason: The structural steel roof frame would not receive the metal framing header below.
This required revision and addition of structural steel frame and revisions required to the original approved construction documents.
Requested by: SEOR/AOR/Owner
Cost: Add \$7,257.80
Time Extension:0 days

Item 1.02

Description: IB-10 - Revisions to Electrical / Data Outlets & Casework.
Reason: Owner requested modifications to laboratory casework to accept the design of the Audio Visual System at the instructor's station and additional lighting fixtures in cabinets.
Requested by: Owner/Architect
Cost: Add \$2,565.00
Time Extension:0 days

Item 1.03

Description: IB-17- Additional electrical floor boxes in room 230.
Reason: Owner requested revision to the Drafting Lab floor plan required the addition of electrical and network floor boxes including all related electrical boxes and conduit.
Requested by: Owner/Architect
Cost: Add \$33,215.42
Time Extension:0 days

Item 1.04

Description: IB-18 / FCD-08 - Revised Curtain Wall Structural Support Details.
Reason: Additional structural support steel was required to attach the curtain wall supports to the metal framework.
Requested by: Contractor/SEOR/Owner
Cost:Add \$14,323.36
Time Extension:0 days

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Item 1.05

Description: IB-26 - Fax Conduit.
Reason: The fax lines that are required are not VOIP, therefore, dedicated lines and conduit runs back to the telephone equipment room were installed.
Requested by: Owner
Cost:Add \$2,086.77
Time Extension:0 days

Item 1.06

Description: Additional Scope- Detailing Structural Steel Roof Beams.
Reason: Additional detailing and manufacturing of structural steel roof beams was required to complete the roof framework.
Requested by: Owner/Contractor
Cost:Add \$3,045.45
Time Extension:0 days

Item 1.07

Description: Additional Scope- Trellis Frame Detailing.
Reason: The structural steel trellis at the north side of building required re-detailing after missing dimensions were provided. All contractor costs were negotiated out with remaining costs related only to subcontractor work.
Requested by: Owner/Contractor
Cost:Add \$2,300.00
Time Extension:0 days

Item 1.08

Description: Additional Scope- Store Front Detail Change
Reason: The store front dimensions changed per RFI response for the stair landing after fabrication had started. This required the store front to be re-detailed and manufactured members to be changed. All contractor costs were negotiated out with remaining costs related only to subcontractor work.
Requested by: Owner/Contractor
Cost:Add \$5,681.60
Time Extension:2 days

Item 1.09

Description: Additional Scope- Reroute Piping- Room 216
Reason: The second floor water heater piping was hindered by a structural steel beam. These costs were negotiated with the contractor and reduced.
Requested by: Owner
Cost:Add \$5,537.62
Time Extension:2 days

Item 1.10

Description: Additional Scope- Reduce Over Slotting of Braces
Reason: The Structural Engineer required that over slotting be reduced on frame brace to gusset plate connections. All contractor costs were negotiated out with remaining costs related only to subcontractor work.
Requested by: Owner/SEOR/Contractor
Cost:Add \$3,935.00

Time Extension:2 days

Item 1.11

Description: Additional Scope- Elevator #1 Structural Steel Frame Detailing
Reason: The structural steel frame for elevator #1 required re-detailing and remanufacturing after a conflict in dimensions was determined in the contract documents.
Requested by: Owner/Contractor
Cost:Add \$21,229.02
Time Extension:3 days

Item 1.11

Description: Additional Scope- Steel Plate (RFI#301).
Reason: During construction it was determined that metal framing would not align with the structural steel previously erected; this required the addition of a metal plate to offset the connection.
Requested by: Owner/SEOR
Cost:Add \$2,656.69
Time Extension:2 days

Item 1.12

Description: Additional Scope Bridge Exterior Metal Framing
Reason: The exterior metal framing required bridging reinforcement, this was not indicated in the contract documents.
Requested by: Owner/SEOR
Cost:Add \$22,288.57
Time Extension:0 days

Item 1.13

Description: Previous negotiated time extension for below slab on grade.
Reason: Owner and contractor negotiated time extension based on numerous factors such as unforeseen underground obstructions and conflicts in construction requirements.
Requested by: Owner/Contractor
Cost:Add \$0.00
Time Extension:32 days

SUMMARY:

ADDITIONAL SCOPE / OWNER REQUESTED ITEMS SUBTOTAL.....\$126,122.30

ADDITIONAL DAYS SUBTOTAL.....43

TOTAL OF CHANGE ORDER NO. 1.....**\$126,122.30**
TOTAL ADDITIONAL DAYS.....43

CONTRACT SUMMARY:

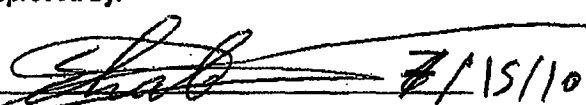
Original Contract Amount	\$	10,050,000.00
Net change by previous Change Order		\$0.00
Net sum prior to this Change Order	\$	10,050,000.00
Amount of Change Order No. 1	\$	126,122.30
Deduct Remaining Contract Allowance	\$	-
New Contract Sum	\$	10,176,122.30
Percentage of Change to Contract		1.25%

This Change Order No. 1 is hereby executed on June of 28, 2010.

Approved By:

Approved By:

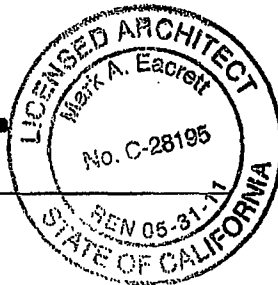
CERRITOS COLLEGE
ROBERT RIFFLE, DIRECTOR OF PLANT SERVICES
11110 ALONDRA BOULEVARD
NORWALK, CA 90650


EMAIE INTERNATIONAL, INC.
EHAB MAAMOUN, PRESIDENT
13744 MILROY PLACE
SANTA FE SPRINGS, CA 90670

Reviewed By:

Reviewed By:


HMC ARCHITECTS
MARCO EACRETT, AP
3546 COUNCOURS ST.
ONTARIO, CA 91764




BOVIS LEND LEASE, INC.
DAVID TURNER, PROJECT MANAGER
11110 ALONDRA BOULEVARD
NORWALK, CA 90650

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: Infrastructure & Central Plant – Phase III, Bid #0708-12 contract for the doing of which was heretofore entered into on the 6th day of June, 2008 which contract was made with Minco Construction, contract number #C07-1150, as contractor; that said improvements were completed on the 9th day of August, 2010, and accepted by formal action of the governing board of said DISTRICT on the 1st day of September, 2010; 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 International Fidelity 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: _____
David El Fattal
Vice President of Business Services

Date: _____

Place of Execution: Norwalk, California

CERRITOS COLLEGE

TO: Dr. Linda L. Lacy, President/Superintendent *LL*

FROM: David El Fattal, Vice President of Business Services

PREPARED BY: Jenney Ho, Director of Purchasing

DATE: September 1, 2010

SUBJECT: **Consideration of Approval of Resolution No. 10-12 Adoption of a Labor Compliance Program**

RECOMMENDATION

It is recommended that the Board of Trustees approve Resolution No. 10-12 authorizing the District to adopt a Labor Compliance Program (LCP).

OVERVIEW

With the passage of SB 2X-9 and new California Code of Regulations (CCR) regarding Labor Compliance Programs on Public Works Projects that became effective August 1, 2010, new regulations require districts to either adopt an approved LCP or contract with and pay a fee of one-fourth ($\frac{1}{4}$) of one (1) percent of a project's total costs (i.e., all soft and hard costs) to the Department of Industrial Relations (DIR).

ANALYSIS

All State Allocation Board funded projects, except Deferred Maintenance and Emergency Repair Program projects, are subject to the regulations and in most cases the DIR fee is applicable to any contract for construction awarded after August 1, 2010.

The new DIR regulation CCR 16450 (a) states:

"any public works project awarded on or after August 1, 2010 that is funded in whole or in part from any bond issued by the state for public works projects..." is subject to the regulations, and, therefore to the fee unless exempted.

Waiver of the DIR Fee

A District that maintains and conducts an approved LCP program is eligible for a waiver of fees assessed by DIR. CCR section 16455 addresses fee waivers and states that a District that operates an approved LCP for state bond funded projects shall not be subject to the requirements of the new DIR regulations and fees as long as the District remains in compliance with legal requirements and exercises day-to-day control over the LCP program and its implementation. Additionally, a District that operates an approved LCP is not subject to the new DIR requirements and fees if it: a) provides the required notices under 16423(b) and 16451; b) remains in compliance with the requirements of subchapter 4; and, c) continues to monitor and enforce compliance on all relevant projects.

The fee waiver will be automatic for any qualifying district project provided the district has made the written finding that it has established its own LCP in accordance with the requirements of LC Section 1771.5(b) and subchapter 4. While a district must maintain day-to-day control over its LCP program, a district may contract with a consultant to administer portions of the program as long as the district reviews, approves and initiates enforcement actions. A DIR fee waiver will not be granted to a district that contracts with a third party to initiate and enforce all portions of LCP requirements on its projects.

FINANCIAL IMPLICATIONS

The new DIR regulations have automatically increased costs to state bond funded projects. By adopting this LCP, the District will be enabled to effectively comply with the new DIR regulations while ameliorating the associated costs. Expenditure savings will be realized because the cost to implement and administer a LCP program (utilizing a consultant and/or internal staff) will be less than the DIR's direct assessment of one-fourth ($\frac{1}{4}$) of one (1) percent of a total project's cost.

RESOLUTION # 10-12
RESOLUTION OF THE BOARD OF TRUSTEES OF THE CERRITOS COMMUNITY
COLLEGE DISTRICT REGARDING ADOPTION OF A LABOR COMPLIANCE PROGRAM

WHEREAS, on November 5, 2002, the California electorate did approve Proposition 47, the Kindergarten-University Public Education Facilities Bond Act of 2002 and 2004; and

WHEREAS, California Labor Code Section 1771.7 does mandate that an awarding body that chooses to use funds derived from either the Kindergarten-University Public Education Facilities Bond Act of 2002 or the Kindergarten-University Public Education Facilities Bond Act of 2004 for a public works project shall initiate and enforce, or contract with a third party to initiate and enforce a labor compliance program, as described in subdivision (b) of Section 1771.5, with respect to that public works project.

WHEREAS, section 1771.7 of the California Labor Code requiring a Labor Compliance Program shall apply to public works that commence on or after April 1, 2003.

WHEREAS, the State Allocation Board, at its January 22, 2003 meeting, defined "commence" as the issuance of the first notice to proceed for construction activities; and

WHEREAS, the State Allocation Board, at its January 22, 2003 meeting, determined that acceptable Labor Compliance Programs must receive approval from the Department of Industrial Relations; and

WHEREAS, the District shall issue notices to proceed after April 1, 2003 for public works projects using funds from the Kindergarten-University Public Education Facilities Bond Act of 2002 and 2004.

NOW, THEREFORE, BE IT RESOLVED that, in consideration of such facts, this Board does hereby take the following actions:

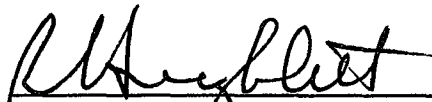
1. Adopt the attached Labor Compliance Program; and
2. Authorize the District's Business Office to effect the submittal of the Labor Compliance Program to the Department of Industrial Relations for approval; and
3. Approve the initiation and enforcement of the approved Labor Compliance Program by the assistance of District staff and/or a third-party consultant.

ADOPTED, SIGNED, AND APPROVED by the Board of Trustees of the Cerritos Community College District this 1st day of September, 2010.

AYES: 7

NOES: 0

ABSENT: 0

Signed: 
President, Board of Trustees

Attest: 
Secretary to Board of Trustees

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FACULTY HOURLY - BUSINESS EDUCATION**Reemployed**

Name	Discipline	Salary Placement	Rate	
Acheson	Michael	Business Administration	B5	60.33
Alenikov	Michael	Real Estate	B5	60.33
Anaya	Jose	Business Administration	A5	60.33
Arredondo	Rafael	Insurance	A2	51.71
Baber	James	Business Administration	B5	60.33
Benaderet	Alison	Business Administration	B1	48.83
Berdine	Michael	Business Administration	B4	57.46
Bird	William	Real Estate	A4	57.46
Blackmun III	Eugene	Business Administration	B5	60.33
Carranza	Jaime	Real Estate	B5	60.33
Chiaravalloti	Susan	Court Reporting	B4	57.46
Cicino	Monte	Real Estate	B5	60.33
Cohen	Renee	Business Administration	B2	51.71
Constancio	Diana	Court Reporting	A2	51.71
Cooper	Johnny	Computerized Office Technology	B5	60.33
Davis	Patricia	Accounting	A3	54.60
Davis	Richard	Computerized Office Technology	B5	60.33
Davis	Rodney	Accounting	B5	60.33
Elam	Christine	Business Administration	B5	60.33
Epperson	Jocelyn	Court Reporting	A5	60.33
Fantroy	Sharon	Business Administration	B3	54.60
Filer	Anthony	Paralegal	B5	60.33
Gallagher	Mary	Court Reporting	B5	60.33
Garza	Javier	Business Administration	B4	57.46
Goldman	Gene	Paralegal	B5	60.33
Goldman	Steven	Business Administration	A1	48.83
Gordon	George	Real Estate	B5	60.33
Grafton	Cindy	Court Reporting	B5	60.33
Hall	Kathleen	Court Reporting	B5	60.33
Hooper	Carolyn	Court Reporting	A2	51.71
Kerr	Janet	Business Administration	B1	48.83
Kim	Rick	Paralegal	B2	51.71
Kisling	Kenneth	Accounting	B5	60.33
Kroll	Stephen	Accounting	B5	60.33
Lantz	Karen	Computerized Office Technology	B5	60.33
Livingston	Barbara	Business Administration	B5	60.33
Lumsdaine	Jennifer	Paralegal	A2	51.71
Malan	Mark	Real Estate	B5	60.33
Maline	Rama	Paralegal	A4	57.46
Means	Randall	Accounting	B5	60.33
Moody	Leah	Accounting	B5	60.33
Murphy	Daniel	Paralegal	B5	60.33
Nagao	Denise	Court Reporting	B4	57.46
Negron	Dennis	Paralegal	A4	57.46
Ortiz	Margarita	Court Reporting	B4	57.46
Pou	Norma	Court Reporting	A5	60.33

Pulvers	Karen	Court Reporting	B5	60.33
Ramos	Gerardo	Business Administration	A3	54.60
Ravenscroft	Carrie	Court Reporting	A4	57.46
Reizner	Bernard	Accounting	B5	60.33
Sawday	Jennifer	Paralegal	A2	51.71
Sheng	Stacie	Court Reporting	A3	54.60
Shopfner	Joyce	Computerized Office Technology	B5	60.33
Smith	Neal	Accounting	A5	60.33
Snyder	Mary	Court Reporting	B3	54.60
Somoano	Rachel	Court Reporting	A3	54.60
Stamos	Christopher	Accounting	B5	60.33
Thaler	Timothy	Accounting	A5	60.33
Trammell	Cynthia	Paralegal	A1	48.83
Unrath	Elizabeth	Paralegal	A1	48.83
Von Freymann	Geri	Paralegal	B5	60.33
Whitson	Stephen	Accounting	A5	60.33

New Hires

Name		Discipline	Salary Placement	Rate
Brown	Scott	Business Administration	A1	48.83
Elboushi	Tondelayo	Business Administration	A1	48.83
Grady	John	Business Administration	A1	48.83
Keshishyan	Petros	Business Administration	A1	48.83
Lenzini	Robert	Paralegal	A1	48.83
Stevenson	Kevin	Business Administration	A1	48.83
Zadekian Beaver	Robin	Paralegal	A1	48.83

FACULTY HOURLY - FINE ARTS & COMMUNICATIONS

Reemployed

Name		Discipline	Salary Placement	Rate
Hartl	Forrest	Theatre Arts	A4	57.46
Skaar	Susan	Photography	B5	60.33
Slay	Kevin	Theatre Arts	B1	48.83
Velazquez	Salvador	Theatre Arts	B5	60.33

New Hires			Salary	
Name		Discipline	Placement	Rate
MacLean	Megan	Theatre Arts	A1	48.83

FACULTY HOURLY - HEALTH OCCUPATIONS

Reemployed			Salary	
Name		Discipline	Placement	Rate
Brousseau	Beth	Child Development	A5	60.33
Burnham	Cynthia	Clinical Nursing	B5	60.33
Cascalla	Hector	Clinical Nursing	B5	60.33
Feist	Astrid	Child Development	A3	54.60
Kusumoto	Alice	Clinical Nursing	B5	60.33
Lambie	Shelly	Clinical Nursing	A2	51.71
Layne	Jean	Child Development	B5	60.33
Levine	Faith	Pharmacy Technician	A3	54.60
Romero	Laura	Nursing	A1	48.83
Tan	Kimberly	Speech-Language Pathology Asst.	B4	57.46
Taylor	Elham	Dental Hygiene	A1	48.83

New Hires			Salary	
Name		Discipline	Placement	Rate
de Haas	Linda	Physical Therapist Assistant	A1	48.83
Hagge	Darla	Speech Language Pathology Asst	A1	48.83
Horner	Paula	Speech Language Pathology Asst	A1	48.83
Houlihan	Mary Jane	Clinical Nursing	A1	48.83
Munoz	Elizabeth	Dental Hygiene	A1	48.83
Schwartz	Stanley	Parmacy	A1	48.83
Skiathitis	Karyn	Clinical Nursing	A1	48.83

FACULTY HOURLY - HUMANITIES/SOCIAL SCIENCES

Reemployed			Salary	
Name		Discipline	Placement	Rate
Barman	Kevin	Sociology	B4	57.46
Beck	Karen	Psychology	B5	60.33
Buries	Janet	Psychology	B1	48.83
Cho	Yoon-Sung	Philosophy	B5	60.33
Costello	Chad	Psychology	B1	48.83
Der-Mesropian	Emma	Sociology	B5	60.33
Ferreira	Maria	Sociology	B5	60.33
Fonti	Allison	Education	A1	48.83
Francis	Tami	Education	A1	48.83
Gaffaney	Gialisa	Political Science	B4	57.46
Hall	David	History	B5	60.33
Jimenez	Fernando	Administration of Justice	A4	57.46
Kradjian	Clayton	Philosophy	B5	60.33
Larson	Mary Ann	Psychology	B5	60.33
Lopez	Anthony	Psychology	B5	60.33
Maldonado	Christian	Psychology	B4	57.46
Miele	Richard	Sociology	B5	60.33

Morales	Alberto	Anthropology	B1	48.83
Mullins	Terrance	Political Science	A5	60.33
Nath	Janie	Psychology	B3	54.60
Nguyen	Son	History	B5	60.33
Pesanti	Keri	Psychology	B5	60.33
Phillips	Kim	Sociology	B5	60.33
Ramirez	Adriana	History	B3	54.60
Rutkoski	Tracy	Education	A1	48.83
Sandoval	Carlos	Psychology	B5	60.33
Sedgwick	Emily	Philosophy	B5	60.33
Senestraro	Darin	Philosophy	A2	51.71
Sliff	Robert	Philosophy	B5	60.33
Spooner	Gregory	Philosophy	B5	60.33
Steele	Donette	Psychology	B5	60.33
Suh	Daniel	Sociology	B3	54.60
Susskind	Joshua	Psychology	A2	51.71
Sutherland	Corine	Philosophy	B5	60.33
Tahernia	Farshid	Economy	A5	60.33
Valenzuela	Enrique	Political Science	B5	60.33
Waszak	Leon	History	B5	60.33
Ysais	Michelle	Sociology	A5	60.33

New Hires

Name		Discipline	Salary Placement	Rate
Hawkins	Michael	History	A1	48.83
Barbari	Nicole	Psychology	A1	48.83
Carter	Carlyn	Psychology	A1	48.83
Hemker	Frederick	Political Science	A1	48.83
Randall	Robert	Psychology	A1	48.83

FACULTY HOURLY - LIBERAL ARTS

Reemployed

Name		Discipline	Placement	Rate
Andersen	Anne	Reading	A2	51.71
Asis	Brian	English	A3	54.60
Baker	John	English	A5	60.33
Baker Jr.	John	English	B1	48.83
Campos	Danielle	English	B3	54.60
Carey	Jamie	English	A5	60.33
Cheatham	Teresa	English	B5	60.33
Coriaty	Raymond	English	B1	48.83
Daly	George	English	B5	60.33
DiGiovanni	Sybil	Reading	B2	51.71
Dongell	Robert	English	B5	60.33
Evans	Max	English	B2	51.71
Fernandez	Juan	English	A3	54.60
Fliss	Karen	Speech	B3	54.60
Givhan	Jennifer	English	B2	51.71
Griffith	Adam	English	B1	48.83

Grigorieff	Annette	Reading	A2	51.71
Gutierrez	Kimberly	English	A2	51.71
Harmon	James	English	B5	60.33
Hector	Jeremy	English	A5	60.33
Hsiao	John	English	B3	54.60
Klein	Benjamin	English	B5	60.33
Krulic	James	English	B5	60.33
Laporta	Michele	English	B5	60.33
Lechman	Donald	English	B5	60.33
Lovejoy	Nicole	English	A5	60.33
Lykissas	Alexandra	English	B1	48.83
Marquis	Nave	English	A5	60.33
Mata	Chimene	English	B5	60.33
Mayer	Maria	Foreign Language	A1	48.83
Nelson	Launa	English	B5	60.33
O'Grady	Jennifer	English	A2	51.71
Peralta	Trudy	English	B5	60.33
Perez	Roger	English	B1	48.83
Pham	Viethang	English	B3	54.60
Roffel	Frank	English	B3	54.60
Savard	Hale	English	A3	54.60
Schendel	Kelly	English	B2	51.71
Siegel	Allan	English	B5	60.33
Simoes	Nora	English	A2	51.71
Spradlin	Nancy	ESL	B5	60.33
Stavast	John	English	B5	60.33
Tashima	John	English	B3	54.60
Vanciu	Alina	English	B2	51.71
Warken	Tom	English	B5	60.33
Watnik	Webster	English	A3	54.60
Yang	Ruixie	Reading	B5	60.33

New Hires

Name		Discipline	Salary Placement	Rate
Cobiellas	Elizabeth	Speech	A1	48.83
Salim	Faryha	Speech	A1	48.83

FACULTY HOURLY - PE/ATHLETICS**New Hires**

Name		Discipline	Salary Placement	Rate
Rutledge	Darius	Physical Education	A1	48.83

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

Name		Discipline	Placement	Rate
Allen	Matthew	Mathematics	B5	60.33
Babiar	Ryan	Biology	B1	48.83
Bateman	Michael	Mathematics	B5	60.33
Bell	Priscilla	Chemistry	B5	60.33
Boyle	John	Biology	B5	60.33
Castillo	Lorena	Mathematics	B5	60.33
Chamras	Sevada	Chemistry	B5	60.33
Chung	Phoebe	Mathematics	B4	57.46
Daigle	Maurice	Mathematics	B5	60.33
Dekraker	Daniel	Earth Science	B5	60.33
Douglass	Thomas	Biology	B5	60.33
Dukhovny	Olga	Chemistry	B5	60.33
El Abyad	Abdelwahab	Mathematics	B4	57.46
Engebretson	James	Computer & Info Sciences	B3	54.60
Flores	Wilfredo	Mathematics	B5	60.33
Ford	Diane	Mathematics	B5	60.33
Godwin	Susan	Mathematics	B5	60.33
Harris	Linda	Biology	B5	60.33
Ho	Thach Son	Chemistry	B5	60.33
Huang	Fuze	Mathematics	B5	60.33
Hugenberger	Scott	Physics	B5	60.33
Hughes	Gale	Mathematics	B5	60.33
Igolnikov	Mark	Mathematics	B5	60.33
Jagodina	Mariana	Mathematics	B5	60.33
Johnpeer	Gary	Earth Science	B5	60.33
Johnson	Kimberly	Biology	B5	60.33
Johnson	Johnny	Mathematics	A5	60.33
Johnson	Wayne	Mathematics	B5	60.33
Kauk	Jennifer	Biology	A3	54.60
Keipzig	Victor	Biology	B5	60.33
Laredo	Nora	Computer & Info Sciences	B5	60.33
Leon	Juan	Mathematics	A4	57.46
Ly	Lisa	Mathematics	B5	60.33
Mastro	Edwin	Biology	B5	60.33
McCance	Ian	Mathematics	B5	60.33
Mera	Carlos	Physics	B5	60.33
Morales	Gilbert	Biology	B5	60.33
Morcos	Tharwat	Mathematics	B5	60.33
Moussa	Nazeem	Physics	B5	60.33
Nguimdjou	Emmanuel	Mathematics	B3	54.60
Nguyen	Orchid	Mathematics	B4	57.46

Okbamichael	Mussie	Earth Science	A2	51.71
Pallwitz	Karla	Mathematics	B5	60.33
Palmier	Christine	Biology	B5	60.33
Pham	Ann Hong	Mathematics	B5	60.33
Pham	Mai Anh	Mathematics	A5	60.33
Phan	Henry	Mathematics	B5	60.33
Price	Tiffany	Biology	B5	60.33
Rodriguez	Richard	Chemistry	A3	54.60
Roque	Tatiana	Mathematics	A4	57.46
Sterling	Merrick	Mathematics	B5	60.33
Surfas	Lesley	Earth Science	A4	57.46
Takahashi	Gloria	Biology	B5	60.33
Takeuchi	Kevin	Mathematics	B5	60.33
Tamminga	Scott	Biology	B5	60.33
Taylor	Thomas	Biology	B1	48.83
Trinh	Thanh	Mathematics	A2	51.71
Tse	Ing-Yung	Mathematics	A3	54.60
Valcarcel	Anna	Biology	B1	48.83
White-Howard	W. Leigh	Chemistry	B5	60.33
Whitney	Donald	Computer & Info Sciences	B5	60.33
Woolever	James	Computer & Info Sciences	B5	60.33
Ysais	Rey	Mathematics	B5	60.33

New Hires

Name		Discipline	Salary Placement	Rate
Morales	Farisa	Astronomy	A1	48.83
Rhee	Joseph	Astronomy	A1	48.83

FACULTY HOURLY - TECHNOLOGY

Reemployed

Name		Discipline	Salary Placement	Rate
Suehr, III	Richard	Plastics	A1	48.83

New Hires

Name		Discipline	Salary Placement	Rate
Chavez	Albert	Manufacturing Technology	A1	48.83
McKay	Wade	Engineering Design Technology	A1	48.83

COUNSELOR HOURLY - STUDENT SERVICES**Reemployed**

Name		Assignment	Salary Placement	Rate
Davidson	Martha	Counseling	C2	43.10
Hill	Shelia	Counseling	C2	43.10
Icaro-Boiser	Rubirosa	Counseling	C2	43.10
Loera	Claudia	Counseling	C2	43.10
Lozano	Rene	Counseling	C2	43.10
Salazar	Felipe	Counseling	C2	43.10
Saucedo	Marcelino	Counseling	C2	43.10
Thigpen	Joyce	Counseling	C2	43.10
Toumajian	Mary Kay	Counseling	C2	43.10

FACULTY HOURLY - STUDENT SERVICES**Reemployed**

Name		Assignment	Salary Placement	Rate
Boudreau	Debbie	Counseling	A4	57.46
Hill	Shelia	Counseling	A2	51.71
Vega	Maria	Counseling	B2	51.71

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

Name		Assignment	Salary Placement	Rate
Edrosa	Edward	Apprenticeship	B1	48.83
Pedroza	Art	Apprenticeship	A3	54.60
Esquer	Joe	Apprenticeship	B5	60.33

New Hires

Name		Assignment	Salary Placement	Rate
Mendoza	Myrna	Adult Education	A3	54.60
Rios	Hugo	Adult Education	A1	48.83

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

Name		Assignment	Placement	Rate
Rios	Rebecca	AED	A1	48.83

**LIBRARIAN
Reemployed
Name**

**Salary
Placement Rate**

Augugliaro	Mary	L1	40.23
Harris	Vivian	L1	40.23
Liong	Jocelle	L2	43.10
Nitsch	Lisa	L2	43.10
Owen	Margaret	L2	43.10
Pereira	Paula	L1	40.23
Reeve	Mellanie	L1	40.23
Russell	Bruce	L2	43.10
Siddiqi	Cathy	L2	43.10
Vogel	Karen	L1	40.23
Wood	Suzanne	L2	43.10

PE/ATHLETICS

Part-Time Instructors

Name		Discipline	Salary Placement	Rate
Calvert	Sherry	Athletics	A2	51.71

STUDENT SERVICES

Part-Time Counselors

Name		Discipline	Salary Placement	Rate
Mendoza	Myrna	SEM	C1	40.23

CERRITOS COLLEGE

TO: Board of Trustees

FROM: Dr. Linda L. Lacy, President/Superintendent *LL*

REVIEWED BY: Victor Collins, Interim Vice President of HR/Assistant Superintendent *VC*

PREPARED BY: Adriana Flores-Church, Assistant Director of Human Resources *AF*

DATE: September 1, 2010

SUBJECT: **Consideration of Denial for Unpaid Leave of Absence: Philip Hu, Associate Professor (English Department)**

RECOMMENDATION

It is recommended that the Board of Trustees deny Mr. Philip Hu's request for an unpaid leave of absence due to personal reasons for the period August 16, 2010 through May 20, 2011.

OVERVIEW

Philip Hu, Associate Professor (English Department) has requested an unpaid leave of absence to explore a professional opportunity.

ANALYSIS

Mr. Hu requested an unpaid leave of absence for personal reasons to explore a professional opportunity for the period August 16, 2010 to May 20, 2011. The District does not approve unpaid leave of absences for employees to explore professional opportunities.

Dr. Linda Rose, Instructional Dean, Liberal Arts Division and Mr. William Farmer, VP of Academic Affairs, have reviewed and recommended to deny Mr. Hu's leave request.

FINANCIAL IMPLICATIONS

No financial impact.

Attachment

Request For Unpaid Leave Of Absence

(Management, Faculty, Confidential, and
Classified Non-Bargaining Unit Employees)

RECEIVED
HUMAN RESOURCES
CERRITOS COLLEGE

2010 AUG -9 A 3:02

Employee Name: Philip Hu

Division/Department: Liberal Arts / English

I hereby request an **Unpaid Leave of Absence** for the following period:

from 8/16/10 through 5/20/11

Reason for Unpaid Leave of Absence: Please see attached memo.

"explore a professional and academic-enriching
opportunity."
Unpaid


Signature of Employee


8/4/10
Date

Immediate Manager Recommendation

Approve

Disapprove

Linda Rose
Name of Immediate Manager


Signature of Immediate Manager

8/9/2010
Date

Administrative Recommendation

Approve

Disapprove

W.C. Farmer Jr.
Name of Appropriate Vice President or President

Signature of Appropriate Vice President or President

8-9-10
Date

★ ★ ★ ★ ★

Request must be submitted in advance of the **Unpaid Leave of Absence**. For **Unpaid Leave of Absence** in excess of five workdays, Board of Trustees' approval also is required.

PRESENTED TO THE BOARD OF TRUSTEES: 9/1/10

OP-27
11/95

000111

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

CLASSIFIED EMPLOYMENT

Child Development Instructional Associate @3-1 (\$2,327.00 per month) effective September 7, 2010
Brissa Hernandez (Child Development Center)

Child Development Instructional Associate @3-1 (\$2,327.00 per month) effective September 7, 2010
Marlen Murray (Child Development Center)

Child Development Instructional Associate @3-1 (\$2,327.00 per month) effective September 7, 2010
Cynthia Romero (Child Development Center)

Child Development Instructional Associate @3-1 (\$2,327.00 per month) effective September 7, 2010
Casey Tharp (Child Development Center)

Child Development Instructional Associate @3-1 (\$2,327.00 per month) effective
September 7, 2010
Tania Zagheib (Child Development Center)

Child Development Instructional Associate (Part-Time) @3-1 (\$1,134.41 per month) effective September
7, 2010
Bethaney Anglo-Galindo (Child Development Center)

SHORT-TERM HOURLY EMPLOYMENT (AS NEEDED), VARIABLE HOURS PER DAY & DAYS
PER WEEK, FOR A PERIOD NOT TO EXCEED JUNE 30, 2010 OR 175 TOTAL WORKDAYS,
WHICHEVER OCCURS FIRST

Contreras, Jaime	Traffic Control Officer	\$8.00/hr	06/16/10
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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, 2011 OR 175 TOTAL WORKDAYS,
WHICHEVER OCCURS FIRST

Sanchez, Pauline	Aide-General (Clerical)	\$8.00/hr	7/01/10
Aquije, Henri	Aide-General (Laboratory)	\$8.00/hr	07/25/10
Baez, Michael	"	"	07/01/10
Molina, Nelson	"	"	"
Rivas, Anna Ximena	"	"	"
Young, Kimberly	"	"	07/25/10
Bivens, Alexandra**	Aide-General (Traffic Control Officer)	\$8.00/hr	07/29/10
Contreras, Jaime	"	"	07/01/10
Garcia, Adrian**	"	"	07/29/10
Neal, Kirstin**	"	"	07/26/10

* Categorically Funded

** Specially Funded

Presented to the Board of
Trustees 09/01/10

SHORT-TERM HOURLY EMPLOYMENT (AS NEEDED), VARIABLE HOURS PER DAY & DAYS PER WEEK, FOR A PERIOD NOT TO EXCEED JUNE 30, 2011 OR 175 TOTAL WORKDAYS, WHICHEVER OCCURS FIRST

Salcedo, Christopher**	Aide-General (Traffic Control Officer)	\$8.00/hr	07/29/10
Strawn, Kristen**	"	"	07/01/10
Taylor, Michael**	"	"	"
Walle, Andres**	"	"	"
Zavala, Martha**	"	"	"
Barraga, Jurizz	Aide-Special (Counselor)	\$8.00/hr	07/01/10
Childress, Jacqueline	"	"	"
Martinez, Ascencion*	"	"	"
Umana, Yesenia*	"	"	"
Vasquez, Karla	"	"	"
Chavez, Wendy Paola*	Aide-Special (Special Education)	\$8.00/hr	08/16/10
Chavez-Raygoza, Yeraldin*	"	\$8.20/hr	07/01/10
Hernandez, Gissel*	"	\$8.00/hr	"
Madrigal, Yesenia*	"	"	"
Postma, Casey*	"	"	08/16/10
Shah, Kundan*	"	\$8.20/hr	07/01/10
Kim, Eunjin	Aide-Special (Tutor)	\$8.00/hr	07/01/10
Quach, Phuong	"	"	"
Sieng, Kosal	"	"	"
Tu, Derek	"	"	"
Alexander, Alexis*	Filing Clerk	\$8.00/hr	08/02/10
Ascencio, Cynthia*	"	"	07/28/10
Bellows, Stajha*	"	"	"
Crockett, Michael*	"	"	08/05/10
Guerrero, Maximilian*	"	"	07/27/10
Rangel, Natalie*	"	"	08/03/10
Sandoval, Dafne	Cashier-Clerk	\$8.64/hr	08/16/10
Angeles, Gabriela*	Clerk	\$8.64/hr	07/01/10
Osuna, Yesenia**	"	"	"
Ramirez-Larriva, Amanda*	"	"	"
Valencia, Cynthia*	"	"	"
Velarde, Nancy*	"	"	"
Rodriguez, Michelle**	Publicity Aide	\$9.07/hr	07/01/10
Ramirez, Erik*	Financial Aid Clerk	\$9.31/hr	07/01/10
Vega, Alejandro*	"	"	"
Angurano, Dulce*	Intermediate Clerk	\$9.56/hr	07/01/10
Cortez, Rocio*	"	"	"
Crespin, Pricilla*	"	"	"
Deramus-Jemison, Markeeta*	"	"	"
Duenas, Nayeli*	"	"	"

SHORT-TERM HOURLY EMPLOYMENT (AS NEEDED), VARIABLE HOURS PER DAY & DAYS PER WEEK, FOR A PERIOD NOT TO EXCEED JUNE 30, 2011 OR 175 TOTAL WORKDAYS, WHICHEVER OCCURS FIRST

Francis, Desiree*	Intermediate Clerk	\$9.56/hr	07/01/10
Florian, Fleur*	"	"	"
Herrera, Mayra*	"	"	07/25/10
Jimenez, Sarah*	"	"	"
Maldonado, Mayra*	"	"	"
Rodriguez, Noemi*	"	"	07/01/10
Sandoval, Lili*	"	"	"
Santana, Nancy*	"	"	"
Smith, Lakeysa*	"	"	"
Sotelo, Stephanie*	"	"	"
Spencer, Aura*	"	"	"
Swett, Natalie*	"	"	"
Tran, Lan**	"	"	"
Vargas, Adriana*	"	"	07/22/10
Vargas, Jeanette*	"	"	07/01/10
Vazquez, Lorena*	"	"	"
Velasquez, Natasha*	"	"	"
Villanueva, Joann*	"	"	07/22/10
Villegas, Gloria*	"	"	07/01/10
Walker, Joseph*	"	"	"
Vazquez, Lorena	Student Activities Clerk	\$9.56/hr	07/01/10
Beilfuss, Rose	Instructional Aide I	\$9.56/hr (1)	08/16/10
Buhay, Renatividad	"	"	07/01/10
Gutierrez, Silvia*	"	\$9.99/hr (2)	07/01/10
Hernandez, Delone*	"	\$10.51/hr (3)	"
Malvaez, Leticia*	"	"	"
Morales, Casara*	"	\$9.99/hr (2)	08/01/10
Pickett, Jennifer	"	\$10.51/hr (3)	07/01/10
Preciado, Maritza	"	\$9.56/hr (1)	"
Rivera, Evelin	"	"	"
Rosas, Anabel*	"	"	"
Salazar, Corrina*	"	"	"
Sanchez, Susan	"	\$10.51/hr (3)	08/16/10
San Juan, Mario	"	"	07/01/10
Santamaria, Brenda*	"	\$9.56/hr (1)	"
Stephens, Sylvanes	"	\$10.51/hr (3)	"
Stockwell, Melissa	"	"	"
Tamayo, Joyleen*	"	\$9.56/hr (1)	"
Taylor, Michael	"	\$10.51/hr (3)	"
Thompson, Tracy*	"	\$9.99/hr (2)	"
Umana, Yesenia*	"	\$9.56/hr (1)	"
Valencia, Monique*	"	"	"
Vazquez, Denise	"	"	08/01/10
Vazquez, Melina*	"	\$10.51/hr (3)	07/01/10
Vergara, Erica*	"	\$9.56/hr (1)	"
Wang, Teresa	"	"	07/07/10
Wright, Carrie	"	"	07/01/10
Zepeda-Sanchez, Consuelo*	"	"	07/25/10

SHORT-TERM HOURLY EMPLOYMENT (AS NEEDED), VARIABLE HOURS PER DAY & DAYS PER WEEK, FOR A PERIOD NOT TO EXCEED JUNE 30, 2011 OR 175 TOTAL WORKDAYS, WHICHEVER OCCURS FIRST

Ramirez, Marilu*	Intermediate Typist Clerk	\$9.56/hr	07/01/10
Rodriguez, Edgar	"	"	"
Vasquez, Karla	"	"	"
Anderson, Omar	Custodian	\$9.76/hr	07/27/10
Rios, Jose	"	"	07/01/10
Rodriguez, Orlando	"	"	"
Santos, Jose	"	"	"
Saucedo, Denise	"	"	"
Saude, Isaura	"	"	"
Stone, Van-Eric	"	"	08/01/10
Torres, Carlos	"	"	"
Ramos, Juan Jose	Community Outreach Worker	\$9.99/hr	07/01/10
Sorenson, Richard	"	"	"
Tingley, Tyler	"	"	"
Villalovos, Mary Jane	"	"	"
White, Lauren	"	"	07/25/10
Anderson, Omar	Gardener/Groundskeeper	\$9.99/hr	07/27/10
Santa Ines, Mark	Program Assistant I	\$9.99/hr	07/01/10
Anatelio, Joshua**	Aquatics Specialist	\$10.11/hr	07/01/10
Cariaga, Roxanne**	"	"	"
Ceja, Angela**	"	"	"
Grissom, Kellin**	"	"	"
Guevarra, Robert**	"	"	"
Ibarra, Iris**	"	"	"
Mattear, Quintin**	"	"	"
Mendoza, Matthew**	"	"	"
Salgado, Luis**	"	"	"
Saliba, Estephen**	"	"	"
Spradlin, Wendy	"	"	07/05/10
Price, Drue	Campus Security Officer	\$10.53/hr	07/01/10
Valle, Jonathan	"	"	"
Ruiz, Martha*	Secretary Clerk	\$10.53/hr	07/01/10
Walker, Joseph*	"	"	"
Rosales, Sergio*	Account Technician II	\$10.77/hr	07/01/10
Ponce, Geraldine*	Program Assistant II	\$11.34/hr	07/01/10
Kim, Jennifer	Secretary	\$11.34/hr	07/01/10
Salazar, Felicia*	"	"	"
Wang, Theresa	"	"	07/07/10

SHORT-TERM HOURLY EMPLOYMENT (AS NEEDED), VARIABLE HOURS PER DAY & DAYS PER WEEK, FOR A PERIOD NOT TO EXCEED JUNE 30, 2011 OR 175 TOTAL WORKDAYS, WHICHEVER OCCURS FIRST

Valladares, Cuxan*	Student Affairs Technician	\$11.60/hr	07/01/10
Acosta, Brianne**	Sports Specialist	\$11.77/hr	07/01/10
Caggiano, Dennis**	"	"	"
Hernandez, Dennis**	"	"	"
Ibarra, Cristal**	"	"	"
Joson, Joseph**	"	"	"
Peng, Natalie**	"	"	"
Spradlin, Wendy**	"	"	"
Boss, Brian	Instructional Aide II	\$12.81/hr (1)	07/01/10
Flores, Guillermo**	"	\$13.45/hr (2)	"
Makery, Abigail**	"	\$12.81/hr (1)	07/12/10
Ramirez, Hector	"	\$13.45/hr (2)	07/01/10
Roca, Rey**	"	"	"
Reema, Suleiman*	"	\$14.13/hr (3)	"
Werstiuk, Karen	"	"	"
Padilla, Debra**	Recreation Activity Specialist	\$13.65/hr	07/01/10
Sergio, Arriaga	EOPS/VEA Assistant	\$13.79/hr	07/01/10
Sarabia, Dominic**	Program Facilitator	\$13.79/hr	07/01/10
Zavala, Jose**	"	"	"
Ponce, Geraldine*	Student Affairs Assistant	\$13.79/hr	07/01/10
Salazar, Deanna*	"	"	"
Vega, Rosa	"	"	"
Segura, Juvencio	Technical Director-Director	\$14.79/hr	07/25/10
Wood, Robin	"	"	07/01/10
Gallardo, Alma**	Coordinator of School Relations	\$15.81/hr	07/01/10
Walle, Lissette**	Special Populations Coordinator	\$16.41/hr	07/01/10
Chatman, Rosanna**	Cont. Ed. Specialist/Recreation	\$16.84/hr	07/01/10
Heredia, Anthony**	"	"	"
Revelle, Rebecca	Cont. Ed. Specialist/Arts & Crafts)	\$22.45/hr	07/01/10
Rotnem, Erica	"	"	"
Smiley, Gregory	"	"	"
Van Arken, Erl	"	"	"
Vargas-Santamaria, Wilmer	"	"	"
Anguiano, Angelica**	Cont. Ed. Specialist (Cultural Arts)	\$28.07/hr	07/19/10
Bowen, Christopher**	"	"	07/05/10
Rudd, James**	"	"	07/06/10

SHORT-TERM HOURLY EMPLOYMENT (AS NEEDED), VARIABLE HOURS PER DAY & DAYS PER WEEK, FOR A PERIOD NOT TO EXCEED JUNE 30, 2011 OR 175 TOTAL WORKDAYS, WHICHEVER OCCURS FIRST

Carreon, Lora*	Community Education Specialist	\$29.15/hr	07/01/10
Chiavaralloti, Suzi**	"	"	"
Edwards, Pamela*	"	"	08/01/10
Nikdel, Mojdeh*	"	"	08/16/10
Myer, Glen James	"	"	07/01/10
Piotrowski, Casey**	"	"	"
Quesada, DeAnna*	"	"	08/01/10
Ramsaur, Hal*	"	"	07/27/10
Ravenscroft, Carrie**	"	"	07/01/10
Robertson, Deena*	"	"	"
Smith, TaWanna*	"	"	"
Sodetani, Martha*	"	"	"
Tashima, John *	"	"	"
Toscas, Robert**	"	"	"
Traina, Theresa**	"	"	"
Trinh, Thanh**	"	"	"
Villafane, Migdalia*	"	"	"
Wisinski, Kathleen*	"	"	"
Grady, Jerry	Aide-Special (Interpreter V)	\$39.50/hr	07/01/10
Seto, Cindy	"	"	"
Sias, Jolene	Aide-Special (Interpreter V)	\$39.50/hr	07/01/10
Williams, Gloria	"	"	"
Moreland, Eddie**	Cont. Ed. Specialist (Business Tech.)	\$50.52/hr	07/01/10
Ponce, Abel*	"	"	"
Real, Yannick**	"	"	"
Rudd, James**	"	"	"
Supple, Martin*	"	"	"
Toscas, Robert**	"	"	"
Villar, Sergio**	"	"	"
Wilson, Esther**	"	"	"
Beilfuss, Rose**	Cont. Ed. Specialist (Health Occ.)	\$50.52/hr	07/12/10
Veloz-Rendon, Lizette*	"	"	07/01/10
Taylor, Kevin**	Project Specialist (Technical) Level I	\$75.00/hr	07/01/10
Real, Yannick**	Project Specialist (Technical) Level II	\$100.00/hr	07/01/01
Stotelmyre, Theodore**	"	"	"

**RESOLUTION NO. 10-11
RESOLUTION OF THE BOARD OF TRUSTEES OF THE
CERRITOS COMMUNITY COLLEGE DISTRICT
REGARDING CALIFORNIA'S 2010-11 STATE BUDGET**

WHEREAS, California's 2010-11 fiscal year commenced on July 1, 2010; and

WHEREAS, as of this date, a state budget for the fiscal year has not been enacted; and

WHEREAS, Governor Arnold Schwarzenegger proposed a budget for community colleges in January that increased funding for student enrollment and recognized the critical role of community colleges in California's economic recovery; and

WHEREAS, the Conference Committee on the State Budget adopted a spending plan that maintained funding for community college enrollment growth, increased funding to restore proposed categorical program reductions, increased funding to "buy out" the negative COLA, and increased funding for community college job training in high-demand occupations; and

WHEREAS, the Conference Committee on the State Budget proposed a framework for tax reform that attempts to mitigate against volatile swings in state revenues while reducing the state's reliance on the highest-income Californians and the disparate treatment of retail and Internet sales; and

WHEREAS, the Conference Committee on the State Budget adopted a spending plan that rejects the proposed elimination of the CalWORKs welfare-to-work and the state's subsidized child care programs, both which serve thousands of community college students; and

WHEREAS, the spending plan proposed by the Conference Committee on the State Budget rejects a proposed \$1.5 billion cut to K-12 schools; and

WHEREAS, the delay in the enactment of the state budget has interrupted state cash payments to community colleges; and

WHEREAS, local community college districts are projected to spend at least \$5 million on borrowing costs to accommodate the state's delays in cash payments, which could otherwise be used to offer 1,200 courses at a time of unprecedented unmet enrollment demand; and

WHEREAS, the delay in the enactment of the state budget further is delaying the payment of Cal Grant financial aid awards to community college students, impeding their ability to purchase text books and supplies needed at the beginning of the academic term or requiring community colleges to find alternative funding sources for the aid; and

WHEREAS, the continued budget impasse will have grievous harm on community colleges and community college students if not resolved soon;

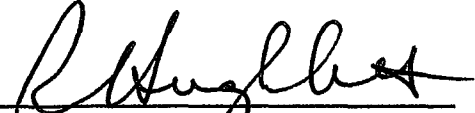
THEREFORE BE IT RESOLVED, that the Cerritos Community College District calls upon the governor and state legislators to expeditiously adopt a state budget; and

BE IT FURTHER RESOLVED that the District further calls upon the governor and legislators to use the Conference Committee on the State Budget's spending plan as a framework for preserving state programs that have a significant effect on the operations of community colleges while minimizing the increased tax burden on Californians.

ADOPTED, SIGNED, AND APPROVED by the Board of Trustees of the Cerritos Community College District this 1st day of September, 2010.

AYES:

Signed:



President, Board of Trustees

NOES:

ABSENT:

Attest:



Secretary to Board of Trustees

CERRITOS COMMUNITY COLLEGE DISTRICT
MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
SEPTEMBER 15, 2010

- I. CALL TO ORDER The meeting was called to order at 6:00 p.m. by Dr. Bob Hughlett, Board President. Those present were Mr. Bob Arthur, Dr. Tina Cho, Dr. Ted Edmiston, Mr. Bob Epple, Dr. Bob Hughlett, Mr. Tom Jackson, Dr. Shin Liu and Mr. Felipe Grimaldo, Student Trustee. Others present were the President/Superintendent, Vice President of Academic Affairs, Vice President of Student Services, Vice President of Business Services, Interim Vice President of Human Resources, Faculty Senate President and the CSEA President.
- II. PLEDGE OF ALLEGIANCE The flag salute was led by Mr. Grimaldo.
- III. APPROVAL OF MINUTES A. It was moved by Mr. Arthur and seconded by Mr. Jackson to approve the minutes of the regular meeting of September 1, 2010. The vote for approval was unanimous (student advisory vote: aye).
- IV. INSTITUTIONAL PRESENTATIONS
Employee of the Month A. Dr. Lacy presented Jimmie Ainsworth with the Outstanding Classified Employee Award for the month of August 2010.
- V. PUBLIC PRESENTATIONS
Graciela Vasquez Graciela Vasquez and several employees in the Adult Education office thanked Tom and Marie Jackson for their dedicated support in organizing the pancake fundraiser for Lizeth Pimentel.
- Dr. Bryan Reece Dr. Bryan Reece invited the Board to attend the Cerritos College State of Education Address on Thursday, September 30 at 11:00 a.m. in the Teleconference Center. He shared a handout that outlined several recommendations regarding the student success plan.
- VI. CONSENT AGENDA It was moved by Mr. Epple and seconded by Mr. Arthur to approve the consent agenda and addendum. Dr. Cho asked that item VI.C be held for separate consideration. The vote for approval and/or ratification of the following items was unanimous (student advisory vote: aye):
- C. It was moved by Mr. Epple and seconded by Mr. Arthur to approve Change Order #1 (Bid #0910-05), Bayley Construction, Facilities and Purchasing Complex, as attached.
- Dr. Cho expressed concern regarding the frequency and amount of change orders. Mr. Riffle indicated that change orders are common practice as a large construction project progresses. For this project, he stated that the city of Cerritos requested several items which required this change order. Dr. Cho asked if the city reviews the college's projects prior to construction. Mr. Riffle replied that since the college is its own entity, the city does not review them but added that the projects undergo an approval process through the state. He indicated that staff meets with city officials to involve them in the projects as needed. The vote for approval was unanimous (student advisory vote: aye).
- A. Stipends for the Enrollment Growth and Retention for Registered Nursing Programs Grant Fall 2010, as attached.

- B. Denial of Claim Against the District: Willie L. Jordan – Personal Injury, as attached.
- C. This item was considered separately.
- D. Quarterly Fiscal Status Report for the Quarter Ending June 30, 2010, as attached.
- E. Contracts:
 - Grant
 - AMENDMENT**
 - 1. California Community College Chancellor's Office
Economic Stimulus Program Funds For Phase II, Allied Health Program Expansion
Health Occupations
To accept an augmentation to the grant to meet the RFA goals of increasing the number of pharmacy technician who successfully obtain licensure. For period August 23, 2010 through June 30, 2011. The District will receive an augmentation in the amount of \$14,718 bringing the total amount of the grant to \$252,542.00.
- F. Employment of Temporary and/or Substitute Hourly Faculty Personnel, as needed for 2010-2011 Academic Year, as attached.
- G. Employment of 2010 Summer Session Faculty Personnel, as attached.
- H. Unpaid Leave of Absence, as follows:
 - Alves, Smita, Assistant Professor (Biology Department), effective September 6 through December 17, 2010*
- I. Employment of Classified, Short-Term, Substitute, and/or Student Hourly Personnel, as attached.

VII. ADMINISTRATIVE MATTERS

- A. As information, the Board book contained College Coordinating Committee Minutes for August 23, 2010.
- B. As information, the Board book contained the Associated Student Cerritos College (ASCC) Financial Report for the Period Ending June 30, 2010.
- C. It was moved by Mr. Arthur and seconded by Mr. Jackson to approve the Cerritos College's Five-Year Construction Plan (5YCP), as attached. The vote for approval was unanimous.

VIII. REPORTS

- A. Board of Trustees
Mr. Grimaldo stated that he attended the CCCT Board meeting on September 12 and added that the CCCT Board places a high priority on student success. He stated that the Veterans Resource Center has opened for business. He also shared that the ASCC Senate held its first meeting today and added that the college has a great set of leaders this year.

Dr. Liu stated that the college has a unique Board that is very active in fundraising and supporting community events and added that she is proud to be a part of this Board.

Dr. Hughlett complimented Michael Pierini on the themed menu "Escoffier" that Culinary Arts is offering this week. He also acknowledged Dr. David Betancourt for a great performance at the Veteran's Day event in the city of Cerritos.

B. Faculty and Staff Leadership

Ms. Moore echoed Dr. Reece's invitation to the State of Education Address on September 30.

C. President/Superintendent and Vice Presidents

Mr. Collins indicated that the Health Benefits Information Day on September 9 was a successful event where employees and retirees had an opportunity to speak with health plan representatives.

Mr. Farmer stated that as of September 7, 97% of class seats are filled. He stated that there is a high demand for courses and that there were 11,000 names on wait lists this semester. He thanked faculty for their willingness to take on more students this semester.

Dr. Johnson stated that he attended the CalWORKs Consortium Meeting earlier in the day and acknowledged Norma Rodriguez, Coordinator of CalWORKs Services for hosting another informative event. He concluded by stating that the Homecoming theme this year is "Literary Classics."

Mr. El Fattal indicated that the state continues to operate without an approved budget. He stated that there is talk of a spending authorization bill and noted the possibility that a budget may not be adopted until the next governor takes office. He added that the college has begun internal borrowing and will be bringing forward a request for issuance of 2010-2011 tax and revenue anticipation notes (TRANS) at the October 6 Board meeting so that the college can borrow from the County Treasurer.

Dr. Lacy stated she enjoyed the Northwood University 20th Anniversary Annual Scholarship Golf Tournament, where she had an opportunity to meet many supporters of the partnership between Northwood and Cerritos College. She stated that Assembly Bill 1987 is facing opposition from community colleges since it would negatively impact retired faculty who wish to work as adjunct faculty members. She indicated that there will not be a statewide facilities bond this year. Dr. Lacy concluded by acknowledging the Cerritos College soccer teams as well as the football team for their win against Palomar College.

- IX. CLOSED SESSION The Board adjourned to closed session at 6:45 p.m.
- X. RECONVENE The Board reconvened at 7:34 p.m.
- XI. ADJOURNMENT The meeting was adjourned at 7:34 p.m.
- XII. NEXT REGULAR MEETING The next regular meeting of the Board of Trustees is scheduled for Wednesday, October 6, 2010 at 6:00 p.m.



Dr. Bob Hughlett, Board President



Bob Arthur, Board Secretary

CERRITOS COLLEGE

TO: Board of Trustees
FROM: Dr. Linda Lacy, President/Superintendent *LL*
REVIEWED BY: William Farmer, Jr., Vice President of Academic Affairs *WCF*
PREPARED BY: Jenine Mescher Nolan, Dean of Health Occupations *JMN*
DATE: September 15, 2010
SUBJECT: **Consideration of Approval of Stipends for the Enrollment Growth and Retention for Registered Nursing Programs Grant Fall 2010**

RECOMMENDATION

It is recommended that the Board of Trustees approve payment of stipends to nursing faculty members for work performed September through December 2010 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)

ANALYSIS

Goals of the grant are to maximize student success, strengthen retention, and increase NCLEX pass rates. Fall 2010 activities include:

- Project Coordinator funded by grant at \$1250 for September through December 2010
- Project Case Manager funded by grant at \$1250 for September through December 2010
- Presentation of faculty workshops for students designed to increase retention funded by grant for September through December 2010 at \$75 per hour
- Faculty conduct NCLEX review course funded by grant for December 2010 at \$85 per hour
- Faculty Student Advisors funded by grant for September-December 2010 at \$250 per faculty member

FINANCIAL IMPLICATIONS

Project coordination functions are performed by:

- Voorhies, Ann \$1250

Case management functions are performed by:

- Brooks, Kelli \$1250

The following Cerritos College faculty members are to receive stipends for workshop presentation:

- Brooks, Kelli \$ 600 student workshop presentations (8 hours)
- Cooke, Melodie \$ 600 student workshop presentations (8 hours)
- Veloz-Rendon, Lizette \$ 900 student workshop presentations (12 hours)
- Orozco, Rebecca \$ 600 student workshop presentations (8 hours)
- Voorhies, Ann \$ 300 student workshop presentations (4 hours)

The following faculty members are eligible for a \$250 stipend for Faculty Advisor activities in which faculty meet with students individually to identify students at risk who need referral to the Retention Specialist, support services and to provide ongoing individualized student support:

- Arfwedson, Chris \$ 250
- Brooks, Kelli \$ 250
- Caminiti, Carol \$ 250
- Cooke, Melodie \$ 250
- Fobi, Charlene \$ 250
- Gonzalez, Keri \$ 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 will be utilized for these expenditures. There is no cost to the District.

CERRITOS COLLEGE

TO: Board of Trustees
FROM: Dr. Linda L. Lacy, President/Superintendent *LL*
REVIEWED BY: David El Fattal, Vice President of Business Services *DEF*
DATE: September 15, 2010
SUBJECT: **Consideration of Denial of Claim Against the District: Willie L. Jordan – Personal Injury**

RECOMMENDATION

It is recommended that this claim be denied by the Board of Trustees and turned over to our insurance administrator, Keenan & Associates.

OVERVIEW

A claim for personal injury has been filed against the District.

ANALYSIS

Willie L. Jordan has presented a claim for damages against Cerritos College. The claim alleges that inadequate lighting contributed to a slip/fall over an alleged hazardous condition in a Cerritos College parking lot. Having reviewed the claim for damages, Cerritos College's third party administrator (Keenan & Associates) recommends that the Cerritos College Board take action to "reject" the claim for damages. By rejecting the claim for damages, the claimant must file a lawsuit within 6 months or 180 days following the mailing of the rejection letter to protect the statute of limitations.

FINANCIAL IMPLICATIONS

This claim is covered by insurance, but may affect future insurance premiums.

Project: Cerritos College
Facilities & Purchasing Complex
11110 Alondra Blvd
Norwalk, CA 90650

Change Order Number: 01

To: Bayley Construction
3730 S. Susan Street, Suite 200
Santa Ana, CA 92704
P: 714-540-8863
F: 714-556-1484

ADDITIONAL SCOPE / OWNER REQUESTED ITEMS:

Item 1.01

Description: ASI No. 6R1 – Fire Service Revision.
Reason: LA Fire Department Revisions to approved plans to include added fire service lines, in building post indicator valves.
Requested by: A/E and Owner
Cost: Add \$46,691.00
Time Extension:0 days

Item 1.02

Description: ASI No. 7R1 – Power and FA Coordination-Hazmat Storage, Elevator, Roll-up Doors, Gates, Lighting, Future Signage & Time Card Machine.
Reason: Additional power and FA not shown on the Contract Drawings.
Requested by: Owner/Architect
Cost: Add \$80,086.00
Time Extension:0 days

Item 1.03

Description: ASI No. 10 – City Approved Off Site Work.
Reason: City of Cerritos requested parking improvements to 166th Street.
Requested by: Owner/Architect
Cost: Add \$97,137.00
Time Extension:5 days

Item 1.04

Description: ASI No. 11 – On Site Landscape Revisions.
Reason: Owner's request to revise landscaping along 166th Street and parking lot.
Requested by: Owner
Cost:Add \$22,078.00
Time Extension:0 days

SUMMARY:

ADDITIONAL SCOPE / OWNER REQUESTED ITEMS SUBTOTAL.....\$242,992.00

ADDITIONAL DAYS SUBTOTAL.....5

TOTAL OF CHANGE ORDER NO. 1.....\$242,992.00
TOTAL ADDITIONAL DAYS.....5

CONTRACT SUMMARY:

Original Contract Amount	\$	6,093,000.00
Net change by previous Change Order		\$0.00
Net sum prior to this Change Order	\$	6,093,000.00
Amount of Change Order No. 1	\$	242,992.00
Deduct Remaining Contract Allowance	\$	-
New Contract Sum	\$	6,335,992.00
Percentage of Change to Contract		3.9%

This Change Order No. 1 is hereby executed on 25th of August, 2010.

Approved By:

Approved By:

CERRITOS COLLEGE
ROBERT RIFFLE, DIRECTOR OF PLANT SERVICES
11110 ALONDRA BOULEVARD
NORWALK, CA 90650

BAYLEY CONSTRUCTION
JAMES SZEPKOUSKI, PROJECT MANAGER
3730 S. SUSAN STREET, SUITE 200
SANTA ANA, CA 92704

Reviewed By:

Reviewed By:

HILL PARTNERSHIP, INC.
AMMAR SARSAM
115 22ND ST.
NEWPORT BEACH, CA 92663

BOVIS LEND LEASE, INC.
DAVID TURNER, PROJECT MANAGER
11110 ALONDRA BOULEVARD
NORWALK, CA 90650

Attachment # 1

**CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE**

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

CHANGE THE PERIOD

Fiscal Year: 2009-2010

Quarter Ended: (Q4) Jun 30, 2010

District: (810) CERRITOS

As of June 30 for the fiscal year specified

Line	Description	Actual 2006-07	Actual 2007-08	Actual 2008-09	Projected 2009-2010
I. Unrestricted General Fund Revenue, Expenditure and Fund Balance:					
A.	Revenues:				
A.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	86,884,376	88,316,839	91,457,643	86,600,539
A.2	Other Financing Sources (Object 8900)	0	0	0	0
A.3	Total Unrestricted Revenue (A.1 + A.2)	86,884,376	88,316,839	91,457,643	86,600,539
B.	Expenditures:				
B.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	82,945,128	86,032,575	85,176,975	80,537,484
B.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	1,574,318	1,684,132	7,341,213	5,997,028
B.3	Total Unrestricted Expenditures (B.1 + B.2)	84,519,446	87,716,707	92,518,188	86,534,512
C.	Revenues Over(Under) Expenditures (A.3 - B.3)	2,364,930	600,132	-1,060,545	66,027
D.	Fund Balance, Beginning	8,555,918	10,751,749	12,646,111	11,585,566
D.1	Prior Year Adjustments + (-)	-169,099	1,294,230	0	0
D.2	Adjusted Fund Balance, Beginning (D + D.1)	8,386,819	12,045,979	12,646,111	11,585,566
E.	Fund Balance, Ending (C. + D.2)	10,751,749	12,646,111	11,585,566	11,651,593
F.1	Percentage of GF Fund Balance to GF Expenditures (E. / B.3)	12.7%	14.4%	12.5%	13.5%

II. Annualized Attendance FTES:

G.1	Annualized FTES (excluding apprentice and non-resident)	16,580	17,173	17,359	18,076
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As of the specified quarter ended for each fiscal year

III. Total General Fund Cash Balance (Unrestricted and Restricted)	2006-07	2007-08	2008-09	2009-2010
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H.1	Cash, excluding borrowed funds		16,049,828	8,909,052	2,885,442
H.2	Cash, borrowed funds only		0	0	0
H.3	Total Cash (H.1+ H.2)	18,673,647	16,049,828	8,909,052	2,885,442

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)	87,156,927	87,245,810	86,600,539	99.3%
I.2	Other Financing Sources (Object 8900)	0	0	0	
I.3	Total Unrestricted Revenue (I.1 + I.2)	87,156,927	87,245,810	86,600,539	99.3%
J.	Expenditures:				
J.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	92,570,814	90,620,581	80,537,484	88.9%
J.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	9,447	2,334,447	5,997,028	256.9%
J.3	Total Unrestricted Expenditures (J.1 + J.2)	92,580,261	92,955,028	86,534,512	93.1%
K.	Revenues Over(Under) Expenditures (I.3 - J.3)	-5,423,334	-5,709,218	66,027	
L	Adjusted Fund Balance, Beginning	11,585,566	11,585,566	11,585,566	
L.1	Fund Balance, Ending (C. + L.2)	6,162,232	5,876,348	11,651,593	
M	Percentage of GF Fund Balance to GF Expenditures (L.1 / J.3)	6.7%	6.3%		

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	% *	Total Cost Increase	% *	Total Cost Increase	% *
a. SALARIES:						
Year 1:						
Year 2:						

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b. BENEFITS:	Year 3:							
	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? YES**
Next year? YES

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

This year: We are aggressively addressing the shortfall in State revenue. With State cuts in categorical funding, it will be more difficult balancing revenue and expenditures.
Next year: With continued decline in State revenue, we are anticipating more difficulty for next year.

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CALIFORNIA COMMUNITY COLLEGES CHANCELLOR'S OFFICE

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

CHANGE THE PERIOD

Fiscal Year: 2009-2010

Quarter Ended: (Q4) Jun 30, 2010

District: (810) CERRITOS

Your Quarterly Data is ready for certification.
Please complete the fields below and click on the 'Certify This Quarter' button

Chief Business Officer

CBO Name:

CBO Phone:

CBO Signature:

Date Signed:

Chief Executive Officer Name:

CEO Signature:

Date Signed:

Electronic Cert Date:

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Name:

Title:

Telephone:

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Certify This Quarter

California Community Colleges, Chancellor's Office
1102 Q Street Sacramento, California 95814-6511

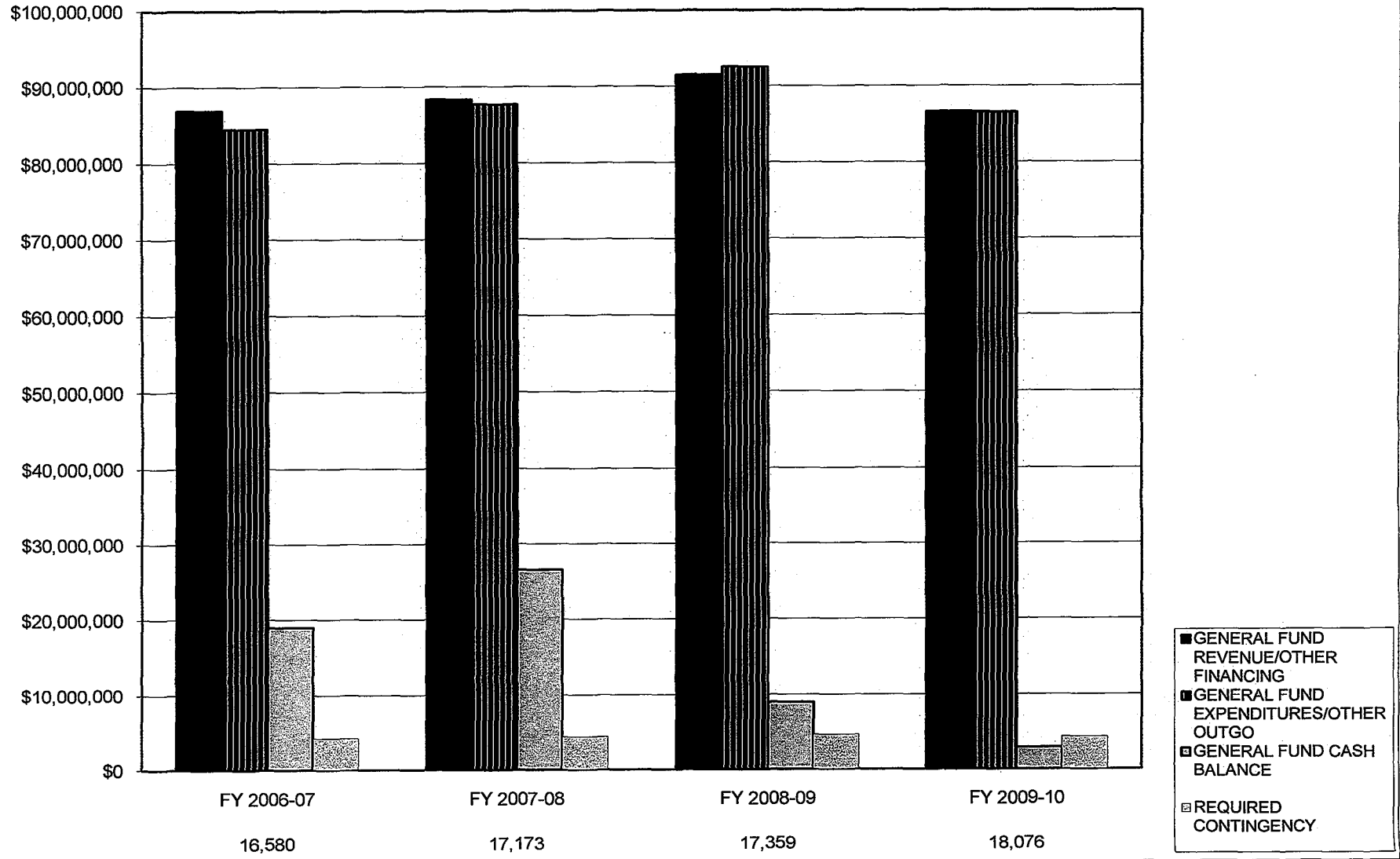
Send questions to:

Christine Atalig (916)327-5772 catalig@cccco.edu or Glen Campora (916)323-6899 gcampora@cccco.edu

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**QUARTERLY FINANCIAL STATUS REPORT
June 30, 2010**



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FACULTY HOURLY - BUSINESS EDUCATION**Reemployed**

Name		Discipline	Salary Placement	Rate
Enriquez	Dora	Court Reporting	A1	48.83

New Hires

Name		Discipline	Salary Placement	Rate
Ward	Antha	Court Reporting	A1	48.83

FACULTY HOURLY - HEALTH OCCUPATIONS**New Hires**

Name		Discipline	Salary Placement	Rate
Kaur	Parminder	Clinical Nursing	A1	48.83
Khokhar	Gurvindar	Clinical Nursing	A1	48.83

FACULTY HOURLY - PE/ATHLETICS**Reemployed**

Name		Discipline	Salary Placement	Rate
Chatman	Rosanna	Coaching	B5	60.33
Marquez	Octavio	Coaching	A1	48.83

FACULTY HOURLY - TECHNOLOGY**Reemployed**

Name		Discipline	Salary Placement	Rate
Cooper	Paz Graciela	Cosmetology	A1	48.83
Foral	Jason	Welding	B1	48.83
Moraga	Pete	Engineering Design Technology	B5	60.33

New Hires

Name		Discipline	Salary Placement	Rate
Pettet	Deborah	Cosmetology	A1	48.83

STUDENT SERVICES

Part-Time Counselors

Name	Name	Discipline	Salary Placement	Rate
Ochoa	Lorena	SEM/ProjectHOPE	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, 2011 OR 175 TOTAL WORKDAYS,
WHICHEVER OCCURS FIRST

Cortez, Luis Fernando Del Toro	Aide-General (Clerical)	\$8.00/hr	08/24/10
Anguiano, Dulce	Aide-Special (Counselor)	\$8.00/hr	08/09/10
Dharmadhikari, Anita*	Aide-Special (Special Education)	\$8.00/hr	08/16/10
Goddi, Edolina*	"	"	"
Medello, Aljen*	"	"	08/18/10
Neupane, Kaubin*	"	"	08/16/10
Rivera, Edwin	Aide-Special (Tutor)	\$8.00/hr	07/01/10
Delgado, Henry*	Filing Clerk	\$8.00/hr	08/11/10
Gurrola, Edward*	"	"	08/10/10
Jeffers, Ashley*	"	"	08/11/10
Kellogg, Cyrk*	"	"	08/09/10
Leona, Valerie*	"	"	08/02/10
Manser, Christian*	"	"	08/13/10
Rios Jr., Jorge*	"	"	08/15/10
Rocha, Jonathan*	"	"	08/05/10
Rodriguez, Jesus*	"	"	"
Williams, Jazmyn*	"	"	08/24/10
Ybarra, Casondra*	"	"	08/12/10
Anderson, Omar	Instructional Aide I	\$9.56/hr (1)	08/16/10
Arambula, Adam*	"	\$9.99/hr (2)	08/10/10
Arellano Jr., Javier	"	\$10.51/hr (3)	08/16/10
Bakke, Miranda*	"	\$9.99/hr (2)	08/10/10
Barragan, Loida	"	\$9.56/hr (1)	08/16/10
Beas, Virginia	"	\$10.51/hr (3)	"
Bourett, Michelle*	"	\$9.56/hr (1)	08/10/10
Castro, Justine*	"	"	08/16/10
Chambers, Jim	"	\$10.51/hr (3)	"
Chiaromonte, Angela	"	\$9.56/hr (1)	"
Cowens, Elliott	"	\$10.51/hr (3)	"
Dominguez, Art	"	"	"
Espinoza, Eileen	"	\$9.56/hr (1)	"
Flores, Guillermo*	"	\$10.51/hr (3)	08/10/10
Flores-Barragon, Luis	"	"	08/16/10

* Categorically Funded

** Specially Funded

Presented to the Board of Trustees 09/15/10

SHORT-TERM HOURLY EMPLOYMENT (AS NEEDED), VARIABLE HOURS PER DAY & DAYS PER WEEK, FOR A PERIOD NOT TO EXCEED JUNE 30, 2011 OR 175 TOTAL WORKDAYS, WHICHEVER OCCURS FIRST

Gonzalez, Guillermo	Instructional Aide I	\$10.51/hr (3)	08/16/10
Hernandez, Ricardo	"	"	"
Kim, Michael	"	"	"
Javier, Ana*	"	"	08/10/10
Melillo, Thomas*	"	"	"
Miranda, Rousana	"	"	08/16/10
Moore, Jonathan	"	\$9.99/hr (2)	"
Mosqueda, Chavonne*	"	"	08/10/10
Paz, Eduardo*	"	\$9.56/hr (1)	08/16/10
Perona, Blerta*	"	"	"
Perona, Florencia*	"	\$9.99/hr (2)	08/10/10
Ramirez, Ana	"	\$10.51/hr (3)	08/16/10
Ramirez, Roberto*	"	"	08/10/10
Reynoso, Rosalie*	"	"	"
Ruiz, Ricardo	"	"	08/16/10
Sandoval, Jamie*	"	"	08/10/10
Schulhof, Edward*	"	\$9.99/hr (2)	"
Shin, Young W.	"	\$10.51/hr (3)	08/16/10
Vander Sluis, Vern	"	"	"
Vargas, Rosario*	"	\$9.56/hr (1)	08/25/10
Gonzalez, Silviano	Custodian	\$9.76/hr	07/01/10
Jackson, Aaron	"	"	"
Ortega, David	"	"	07/28/10
Ingram, Jasmin	Community Outreach Worker	\$9.99/hr	08/16/10
Childress, Victor	Gardener/Groundskeeper	\$9.99/hr	07/01/10
Jackson, Aaron	"	"	"
Alvarado, Edgar*	Program Assistant I	\$9.99/hr	07/26/10
Rodriguez, Edgar*	Program Assistant II	\$11.34/hr	07/25/10
Henderson, Sharon	Secretary	\$11.34/hr	08/16/10
Gonzales, Ruben*	Student Affairs Technician	\$11.60/hr	07/25/10
Crain, Diana	Instructional Aide II	\$12.81/hr (1)	07/01/10
Flores, Guillermo	"	\$13.45/hr (2)	08/16/10
Rich, William*	"	"	"
Schulhof, Edward	"	"	"
Schwitkus, Kent	"	\$12.81/hr (1)	"
Stover, Sara*	"	"	07/01/10
Bruce, Rachel*	Program Facilitator	\$13.79/hr	08/01/10
Williams, Harry**	"	"	08/15/10

SHORT-TERM HOURLY EMPLOYMENT (AS NEEDED), VARIABLE HOURS PER DAY & DAYS PER WEEK, FOR A PERIOD NOT TO EXCEED JUNE 30, 2011 OR 175 TOTAL WORKDAYS, WHICHEVER OCCURS FIRST

Deel, Nicole*	Senior Applications Analyst	\$19.05/hr	08/10/10
Choi, Ji Hye	Cont. Ed. Specialist (Arts & Crafts)	\$22.45/hr	08/16/10
MacLean, Megan	"	"	"
Alexander, Cynthia**	Community Education Specialist	\$29.15/hr	08/16/10
Buchanan, Patricia**	"	"	08/23/10
Johnson, Kimberly**	"	"	08/16/10
Kronbeck, Mandy**	"	"	"
Mariani, Ilva**	"	"	"
Prindle, Jeanine**	"	"	"
Taylor, Thomas**	"	"	"
Driskell, James**	"	"	"
Veal, Egal	Aide-Special (Interpreter V)	\$39.50/hr	08/30/10
Pacheco, Rupert**	Project Specialist (Technical) Level II	\$100.00/hr	09/11/10

TO: Board of Trustees

FROM: Dr. Linda L. Lacy, President/Superintendent *LL*

REVIEWED BY: David El Fattal, Vice President of Business Services *DEF*

PREPARED BY: Robert K. Riffle, Director of Physical Plant *RKR*

DATE: September 15, 2010

SUBJECT: **Consideration of Approval of Cerritos College's Five-Year Construction Plan (5YCP)**

RECOMMENDATION

It is recommended that the Board of Trustees approve the Cerritos College's 2012-2016 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 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

There is no financial impact to the unrestricted general fund. Funding is provided by State Capital Outlay and local bond funds.

District Projects Priority Order

Cerritos CCD

No.	Project	Occupancy		Source	Schedule of Funds									
		ASF	Total Cost		2010/2011	2011/2012	2012/2013	2013/2014	2014/2015	2015/2016	2016/2017			
14	New Child Development Center 12,679		2016/2017		Cerritos College			(P)(W)	(C)(E)					
			\$10,481,000	State				\$694,000	\$9,787,000					
			\$2,651,000	NonState				\$651,000	\$2,000,000					
15	Health Sciences Bldg #26 Renovation 2016/2017				Cerritos College			(C)(P)(W)			(E)			
			\$15,744,000	State				\$13,209,000			\$2,535,000			
			\$2,687,000	NonState				\$2,687,000						
16	Physical Education Renov/Repl 2017/2018				Cerritos College			(C)(P)(W)						
			\$9,968,000	State				\$9,968,000						
			\$1,774,000	NonState				\$1,774,000						
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						

CERRITOS COMMUNITY COLLEGE DISTRICT
MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
OCTOBER 6, 2010

- I. CALL TO ORDER The meeting was called to order at 6:01 p.m. by Dr. Bob Hughlett, Board President. Those present were Mr. Bob Arthur, Dr. Tina Cho, Dr. Ted Edmiston, Mr. Bob Epple, Dr. Bob Hughlett, Mr. Tom Jackson, Dr. Shin Liu and Mr. Felipe Grimaldo, Student Trustee. Others present were the President/Superintendent, Vice President of Academic Affairs, Vice President of Student Services, Vice President of Business Services, Interim Vice President of Human Resources, Faculty Senate President and the CSEA President.
- II. PLEDGE OF ALLEGIANCE The flag salute was led by Mr. Grimaldo.
- III. APPROVAL OF MINUTES A. It was moved by Dr. Edmiston and seconded by Mr. Arthur to approve the minutes of the regular meeting of September 15, 2010. The vote for approval was unanimous (student advisory vote: aye).
- IV. INSTITUTIONAL PRESENTATIONS There were no institutional presentations.
- V. PUBLIC PRESENTATIONS
Holly Bogdanovich Holly Bogdanovich Holly Bogdanovich, Director of Student Activities introduced this year's Homecoming Court to the Board. This year's candidates are Arielle Pavone, Crystina Leyva, Briana Koeppel, Erica Casarez, Teresa Gonzalez, Isaura Quintero and Raquel Ramirez.
- VI. CONSENT AGENDA It was moved by Mr. Epple 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 and/or ratification of the following items was unanimous (student advisory vote: aye):
- D. It was moved by Mr. Jackson and seconded by Mr. Epple to approve Bid #0910-13, Baseball/Softball Field Renovation, as attached.
- Mr. Jackson questioned the variation in dollar amounts of the bids received as well as the construction timeline for the baseball and softball fields. Robert Riffle, Director of Physical Plant replied that the differences in the bid amounts are based on what the contractors submit and there was no explanation as to why they all so different. Mr. Riffle clarified that the project will include the removal and replacement of the items listed in the attached backup. Dr. Dan Smith, Instructional Dean of Health, Physical Education and Athletics stated that he has worked with Mr. Riffle to ensure that the project begins as soon as possible. He indicated that the baseball field is in such a state of disrepair that it cannot currently be used and added that repair to those fields will be complete by January 1. The vote for approval was unanimous (student advisory vote: aye).
- A. New Course Offering, as attached.
- B. Cerritos College Foundation Governor Schwarzenegger's California Gang Reduction, Intervention and Prevention Initiative (CalGRIP)

Grant, as attached.

- C. Perkins/VTEA Grant Honorarium, as attached.
- D. This item was considered separately.
- E. Resolution No. 10-13 Approving Amended and Restated Bylaws of the Citizens' Bond Oversight Committee, as attached.
- F. Citizens' Bond Oversight Committee Membership, as attached.
- G. Resolution #10-14, Request for Issuance of 2010-2011 Tax and Revenue Anticipation Notes (TRANS), as attached.
- H. Resignation Accepted by the President, as follows:
 - Paula Perira, Library Technical Clerk (Library), effective September 30, 2010*
- I. Employment of Temporary and/or Substitute Hourly Faculty Personnel, as needed for 2010-2011 Academic Year, as attached.
- J. Employment of Classified, Short-Term, Substitute, and/or Student Hourly Personnel, as attached.

Added by addendum:

Leticia Soto, Campus Police Dispatcher (Part-Time), effective October 3, 2010

Added by addendum:

Research Analyst @46-1 (\$4,803.00 per month) effective October 20, 2010: Quoc Nguyen (Research & Planning)

Senior Technical Support Specialist Out-of-Class @46-2 +L3 (\$5,822.85 per month) effective September 1, 2010: Mussaw, David (Technology)

VII. ADMINISTRATIVE MATTERS

- A. As information, the Board book contained College Coordinating Committee Minutes for August 30 and September 13, 2010.
- B. It was moved by Mr. Jackson and seconded by Mr. Grimaldo to Adopt Board Policy 2350 – Speakers and Board Policy 2355 – Decorum, as attached. The vote for approval was unanimous.
- C. David El Fattal, Vice President of Business Services gave a presentation on the Proposed Adopted Budget for the 2010-11 Fiscal Year. He indicated that shortly before the Board meeting, Scott Lay, President and CEO of the Community College League of California, sent an e-mail indicating that a state budget is likely to be passed tomorrow. Mr. Lay's e-mail indicated the budget will likely include 2.2% enrollment growth, a \$35 million backfill, \$26 million for economic and workforce development and no cost of living adjustment. Mr. El Fattal stated that the deferrals in the budget will be up to \$892 million, which equates to approximately \$19 million in deferrals to the college. He stated that the governor's pension reform rolls back PERS benefits to 2% at age 60 for employees hired after November 10, 2010 and added that STRS benefits will likely be addressed within the next two years. Mr. El

Fattal stated that the budget will most likely require mid-year cuts. He then shared the 2010-11 budget assumptions. It was moved by Mr. Arthur and seconded by Mr. Epple to approve the Adopted Budget for the 2010-11 Fiscal Year. The vote for approval was unanimous.

VIII. REPORTS

A. Board of Trustees

Dr. Cho indicated that she enjoyed the State of Education address and added that the action plan is a great step in the right direction.

Mr. Jackson stated that the State of Education address was very well done and complimented everyone involved. He stated that he attended the "Do You Hear What I Hear?" piano concert and lecture series on September 24 which was a recital of composer Joaquin Turina's work. He acknowledged the great musical talent on campus. Mr. Jackson concluded by congratulating the men's and women's soccer teams, which are both doing very well this year.

Mr. Grimaldo indicated that he was a guest speaker at a recent Cerritos College Retired Faculty Association luncheon and enjoyed the event. He also attended the State of Education address and added that it was an inspiring event. He encouraged everyone to participate in the Homecoming activities and stated that there will be a Homecoming dance following half-time in the Student Center.

Dr. Hughlett also enjoyed the State of Education address. He commended the committee for taking the lead based on discussion held at a prior Board meeting to develop a student success plan for the college. He concluded by stating that he hopes that the Board will receive periodic updates regarding the plan.

B. Faculty and Staff Leadership

Ms. Moore congratulated Paula Pereira, who recently accepted a promotion to a librarian position at another community college.

Ms. Laughon indicated that she was pleased to see funds allocated for the classification and compensation study in this year's budget. She added that CSEA is working diligently with the district and she is pleased that conversations are on the table.

C. President/Superintendent and Vice Presidents

Dr. Johnson distributed the latest "Financial Aid News Flash" and a brochure for the Leaders Involved in Creating Change (LINC) Program for current and former foster youth. He shared that the college secured a grant in the amount of \$392,000 for veteran's program support. He acknowledged Nancy Montgomery, Laurie Kristinat, Stephanie Murguia, Dr. Renée DeLong Chomiak and Dr. Lucinda Aborn for their efforts.

Mr. Farmer encouraged the Board visit the latest art exhibition on campus, which will run through October 14. He also informed the Board that the production of "The Crucible" opens this weekend.

Dr. Lacy stated that she has a comprehensive list of all bills that have passed and requested that Board members contact her if they are interested in seeing the list. She indicated that the transfer bill has passed and there is much work to be done until it can go in effect. She indicated that Senate Bill 1143 passed which requires

benchmarks for student success. Dr. Lacy also stated that the DREAM Act, which would have provided assistance for AB540 students, was vetoed by governor. She stated that the State of Education address was the result of great effort by a lot of individuals on campus and added that she was very impressed. Dr. Lacy concluded by stating that she met with the presidents from El Camino, Long Beach and Santa Monica community colleges, who have formed the LA County Coastal Colleges Alliance (LACCCA). She indicated that the four college's combined FTES is very large and the group will combine efforts to secure funding. She thanked Mark Wallace, Director of Public and Governmental Relations for his efforts in organizing the meeting.

- IX. CLOSED SESSION The Board adjourned to closed session at 6:50 p.m.
- X. RECONVENE The Board reconvened at 8:08 p.m.
- XI. ADJOURNMENT The meeting was adjourned at 8:08 p.m.
- XII. NEXT REGULAR MEETING The next regular meeting of the Board of Trustees is scheduled for Wednesday, October 20, 2010 at 6:00 p.m.



Dr. Bob Hughlett, Board President



Bob Arthur, Board Secretary

HUMANITIES/SOCIAL SCIENCES

PHIL 107

Philosophy of Science and Technology

3.0 Units

Class hours: 3.0 lecture

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

Corequisite: None

Recommendation: None

This introductory level course will examine the nature of scientific reasoning and its relationship to technology, the development of modern technologies, and the impact of science and technology on society, personal life, and the environment. Major areas of philosophical inquiry will include metaphysics, epistemology, ethics, and aesthetics.

CERRITOS COLLEGE

TO: Board of Trustees
FROM: Dr. Linda Lacy, President/Superintendent *M*
REVIEWED BY: William C. Farmer Jr., Vice President of Academic Affairs *WCF*
PREPARED BY: Sue Parsons, Director of Teacher TRAC and Learning Communities *SP*
DATE: October 6, 2010
SUBJECT: **Consideration of Acceptance of the Cerritos College Foundation Governor Schwarzenegger's California Gang Reduction, Intervention and Prevention Initiative (CalGRIP) Grant**

RECOMMENDATION

It is recommended that the Board of Trustees approve the acceptance of the Cerritos College Foundation Governor's CalGRIP grant which will run from July 1, 2010 to March 31, 2012.

OVERVIEW

The proposed project is intended to recruit, support, prepare and place 60 youth at risk for gang involvement in high-wage high-growth teaching career pathways as part of Governor Arnold Schwarzenegger's California Gang Reduction, Intervention and Prevention Initiative.

ANALYSIS

Teacher TRAC will recruit 60 youth at risk for gang involvement into its Urban Teacher Fellowship (CCUTF) program. Participants will receive basic skills remediation and community college instruction leading toward an AA/AS degree aligned with the requirements of CSU Long Beach's BA/BS and teacher credentialing program. Participants completing the skills remediation Bridge program will receive 60 hours of after school youth worker training and be placed in employment in the area after-school programs, using this employment as a source of financial support and career-relevant work experience as they pursue the longer-term teaching credential program. Participants will be organized in learning communities of approximately 30 individuals from the point of the Bridge program until completion of the project. Each learning community will be assigned an Employment Development Specialist who will provide in-class support, group coaching and support, individual academic and job preparation coaching, and supportive service referrals.

FINANCIAL IMPLICATIONS

The Cerritos College Teacher TRAC Program will receive \$216,645 from the Cerritos College Foundation for this project.

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CERRITOS COLLEGE

TO: Board of Trustees
FROM: Dr. Linda L. Lacy, President/Superintendent *ml*
REVIEWED BY: William Farmer, Jr., Vice President/Assistant Superintendent *WCF*
PREPARED BY: Nick Krenner, Executive Dean Community, Industry and Technology Education
DATE: October 6, 2010
SUBJECT: Consideration of Approval of Perkins/ VTEA Grant Honorarium

RECOMMENDATION

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

OVERVIEW

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

ANALYSIS

As part of the effort to grow the film production program, the Fine Arts Division has been awarded special funding from the Perkins (VTEA) program to hold a series of workshops conducted by industry experts during the 2010-2011 academic year. These individuals represent all aspects of the industry and include prominent members of the industry. Some of the workshops will be held at the college and some at studio sites. These will be scheduled on an "as needed" basis.

Scott Ross
Visual Effects Director
 \$500 per workshop

Tim Reischauer
Indie Films Screenwriter
 \$500 per workshop

Nobbie Kim
PSA Writer
 \$500

Roger Grossman
Independent Filmmaker
 \$500 per workshop

FINANCIAL IMPLICATIONS

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

CERRITOS COLLEGE

TO: Board of Trustees
FROM: Dr. Linda L. Lacy, President/Superintendent *ML*
REVIEWED BY: David El Fattal, Vice President of Business Services *DEF*
PREPARED BY: Jenney Ho, Director of Purchasing
DATE: October 6, 2010
SUBJECT: **Consideration of Approval of Bid #0910-13, Baseball/Softball Field Renovation**

RECOMMENDATION

It is recommended that the Board of Trustees approve to award the bid #0910-13, Baseball/Softball Fields Renovation to DMA Greencare Contracting 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 July 31 and August 7, 2010. The bid due date was on August 25, 2010.

The work will include: removal of existing landscape, chain link fencing, utilities, irrigation, pavement, pitching mound, batting cage, bullpen, bat rack, apron, drinking fountain, netting, concrete dugout, pavers, concrete pad and footings, metal rails, and press box. Installation work will include: new grading, new paving, new infield surfacing, drainage, electrical, irrigation, and landscaping.

ANALYSIS

On August 25, 2010, three 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 \$1,187,157.00. Funding for this project will come from the GO Bond.

Bid Recap #0910-13, Baseball/Softball Fields Renovation

Contractor	Base Bid	Allowance	Total Base Bid	Alt #1 Kincaid Field Precise Grading	Alt #2 Kincaid Field Utility	Alt #3 Baseball Field Planting	Alt #4 Baseball Field Site Plan
DMA Greencare Contracting	\$ 1,087,157.00	\$ 100,000.00	\$ 1,187,157.00	\$ 5,114.00	\$ 25,351.00	\$ 20,711.00	\$ 189,280.00
American West Landscape	\$ 1,110,037.03	\$ 100,000.00	\$ 1,210,037.03	\$ 1,561,617.00	\$ 14,102.14	\$ 78,459.38	\$ 158,176.14
Kubly Golf Course Construction	\$ 2,359,084.00	\$ 100,000.00	\$ 2,459,084.00	\$ 446,728.00	\$ 67,404.00	\$ 148,310.00	\$ 216,705.00

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**CERRITOS COMMUNITY COLLEGE DISTRICT
RESOLUTION NO. 10-13
RESOLUTION OF THE BOARD OF TRUSTEES
OF THE CERRITOS COMMUNITY COLLEGE DISTRICT
APPROVING AMENDED AND RESTATED BYLAWS
FOR THE CITIZENS' BOND OVERSIGHT COMMITTEE**

WHEREAS, the Board of Trustees of the Cerritos Community College District (the "District") previously adopted a resolution requesting Los Angeles County (the "County") to call an election for general obligation bonds (the "Bond Election") to be held on March 2, 2004; and

WHEREAS, notice of the Bond Election was duly given; and on March 2, 2004 the Bond Election was duly held and conducted for the purpose of voting a measure for the issuance of bonds of the District in the amount of \$210,000,000 ("Measure CC"); and

WHEREAS, based on the Canvass and Statement of Results for the County, more than fifty-five percent of the votes cast on the Measure CC were in favor of issuing the aforementioned bonds; and

WHEREAS, the Board of Trustees of the District has established independent citizens' bond oversight committee (the "Committee") in connection with issuance of bonds under Measure CC; and

WHEREAS, the Board of Trustees has previously approved Bylaws governing such Committee but now desires to amend and restate such Bylaws, in whole, to make them applicable to Measure CC.

NOW, THEREFORE, THE BOARD OF TRUSTEES OF THE CERRITOS COMMUNITY COLLEGE DISTRICT DOES HEREBY FIND, DETERMINE AND CERTIFY AS FOLLOWS:

Section 1. Authorization. Measure CC was authorized pursuant to paragraph (3) of subdivision (b) of Section 1 of Article XIII A of the California Constitution and subdivision (b) of Section 18 of Article XVI of the California Constitution in accordance with the requirements of the Strict Accountability In Local School Construction Bonds Act of 2000 (the "Act").

Bylaws. The Committee shall operate pursuant to the Board approved Amended and Restated Bylaws. The Committee shall have only those responsibilities granted to them in the Act, in the resolutions calling for the election for Measure CC and in the Amended and Restated Bylaws. The Amended and Restated Bylaws, as submitted herewith and attached hereto, are hereby approved. The previous Bylaws relating to Measure CC are rescinded and of no further force and effect.

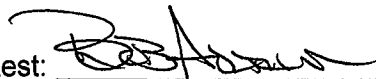
ADOPTED, SIGNED, AND APPROVED by the Board of Trustees of the Cerritos Community College District this 6th day of October, 2010.

AYES: 7

NOES: 0

ABSENT: 0

Signed: 
President, Board of Trustees

Attest: 
Secretary to Board of Trustees

**CERRITOS COMMUNITY COLLEGE DISTRICT
CITIZENS' BOND OVERSIGHT COMMITTEE
AMENDED AND RESTATED BYLAWS**

Section 1. Committee Established. The Cerritos Community College District (the "District") was successful at the election conducted on March 2, 2004 (the "Election"), in obtaining authorization from the District's voters to issue up to \$210,000,000 aggregate principal amount of the District's general obligation bonds ("Measure CC"). The election was conducted under Proposition 39, being chaptered as the Strict Accountability in Local School Construction Bonds Act of 2000, at Section 15264 et seq. of the Education Code of the State ("Prop 39"). Pursuant to Section 15278 of the Education Code, the District is now obligated to establish the Committee in order to satisfy the accountability requirements of Prop 39. The Board of Trustees of the Cerritos Community College District (the "Board") hereby establishes the Citizens' Bond Oversight Committee (the "Committee") which shall have the duties and rights set forth in these Bylaws. The Committee does not have independent legal capacity from the District.

Section 2. Purposes. The purposes of the Committee are set forth in Prop 39, and these Bylaws are specifically made subject to the applicable provisions of Prop 39 as to the duties and rights of the Committee. The Committee shall be deemed to be subject to the Ralph M. Brown Public Meetings Act of the State of California and shall conduct its meetings in accordance with the provisions thereof. The District shall provide necessary administrative support to the Committee as shall be consistent with the Committee's purposes, as set forth in Prop 39.

The proceeds of general obligation bonds issued pursuant to the Election are hereinafter referred to as "bond proceeds." The Committee shall confine itself specifically to bond proceeds generated under Measure CC. Regular and deferred maintenance projects and all monies generated under other sources shall fall outside the scope of the Committee's review.

Section 3. Duties. To carry out its stated purposes, the Committee shall perform the following duties set forth in Section 3.1, 3.2 and 3.3 and shall refrain from those activities set forth in Sections 3.4 and 3.5:

- 3.1 Inform the Public. The Committee shall inform the public concerning the District's expenditure of bond proceeds. In fulfilling this duty, all official communications to either the Board or the public shall come from the Chair acting on behalf of the Committee. The Chair shall only release information that reflects the consensus view of the Committee.
- 3.2 Review Expenditures. The Committee may ~~shall~~ review expenditure reports produced by the District to ensure that (a) bond proceeds were expended only for the purposes set forth in Measure CC; and (b) no bond proceeds were used for any teacher or administrative salaries or other operating expenses, in accordance with Attorney General Opinion 04-110 issued on November 9, 2004.
- 3.3 Annual Report. The Committee shall present to the Board, in public session, an annual written report which shall include the following:
 - (a) A statement indicating whether the District is in compliance with the requirements of Article XIII A, Section 1(b)(3) of the California Constitution; and
 - (b) A summary of the Committee's proceedings and activities for the preceding year.

3.4 Duties of the Board and ~~Superintendent/President~~ President/Superintendent. Either the Board or the ~~Superintendent/President~~ President/Superintendent, as the Board shall determine, shall have the following powers reserved to it, and the Committee shall have no jurisdiction over the following types of activities:

- (i) Approval of construction contracts,
- (ii) Approval of construction change orders,
- (iii) ~~Expenditure~~ Appropriation of construction funds,
- (iv) Handling of all legal matters,
- (v) Approval of construction plans and schedules,
- (vi) Approval of all ~~D~~deferred ~~M~~maintenance ~~P~~plans, and
- (vii) Approval of the sale of bonds.

3.5 ~~Voter-Approved Measure CC~~ Measure CC Projects Only. In recognition of the fact that the Committee is charged with overseeing the expenditure of bond proceeds, the Board has not charged the Committee with responsibility for:

- (a) Projects financed through the State of California, developer fees, redevelopment tax increment, certificates of participation, lease/revenue bonds, the general fund or the sale of surplus property without bond proceeds shall be outside the authority of the Committee.
- (b) The establishment of priorities and order of construction for the bond projects shall be made by the Board in its sole discretion.
- (c) The selection of architects, engineers, soils engineers, construction managers, project managers, CEQA consultants and such other professional service firms as are required to complete the project based on District criteria established by the Board in its sole discretion.
- (d) The approval of the design for each project including exterior materials, paint color, interior finishes, site plan and construction methods (modular vs. permanent) by the Board in its sole discretion and shall report to the Committee on any cost saving techniques considered or adopted by the Board.
- (e) The selection of independent audit firm(s), performance audit consultants and such other consultants as are necessary to support the activities of the Committee.
- (f) The approval of an annual budget for the Committee that is sufficient to carry out the activities set forth in Prop 39 and included herein.
- (g) The appointment or reappointment of qualified applicants to serve on the Committee, subject to legal limitations, and based on criteria adopted in the Board's sole discretion as part of carrying out its function under Prop 39.

Section 4. Authorized Activities.

4.1 In order to perform the duties set forth in Section 3.0, the Committee may engage in the following authorized activities:

- (a) Receive and review copies of the District's annual independent performance audit and annual independent financial audit, required by Article XIII A of the California Constitution.
- (b) Inspect college facilities and grounds for which bond proceeds have been or will be expended, in accordance with any access procedure established by the District's President/Superintendent.
- (c) Review copies of deferred (scheduled) maintenance proposals or plans developed by the District.
- (d) Review efforts by the District to maximize bond proceeds by implementing various cost-saving measures.

Section 5. Membership.

5.1 Number.

The Committee shall consist of a minimum of seven (7) members appointed by the Board of Trustees from a list of candidates submitting written applications, and based on criteria established by Prop 39, to wit:

- One (1) student enrolled and active in a community college support group, such as student government.
- One (1) member active in a business organization representing the business community located in the District.
- One (1) member active in a senior citizens' organization.
- One (1) member active in a bona-fide taxpayers association.
- One (1) member active in a support organization for the college, such as a foundation.
- Two (2) members of the community at-large.

5.2 Qualification Standards.

- (a) To be a qualified person, he or she must be at least 18 years of age.
- (b) The Committee may not include any employee, official of the District or any vendor, contractor or consultant of the District.

- 5.3 Ethics: Conflicts of Interest. ~~By accepting appointment to the Committee, each member agrees to comply with~~ Members of the Committee are not subject to Articles 4 (commencing with Section 1090) and 4.7 (commencing with Section 1125) of Division 4 of Title 1 of the Government Code and the Political Reform Act (Government Code §§ 81000 et seq.), and are not required to complete the Form 700. Additionally However, each member shall comply with the Committee Ethics Policy attached as "Attachment A" to these Amended and Restated Bylaws.
- 5.4 Term. Except as otherwise provided herein, each member shall serve a term of two (2) years, ~~commencing on the date of the first meeting of the Committee as of the date of appointment by the Board.~~ No member may serve more than two (2) consecutive terms. ~~At the Committee's first meeting, members will draw lots to select a minimum of two members to serve for an initial one (1) year term and the remaining members for an initial two (2) year term. Members whose term has expired may continue to serve on the Committee until a successor has been appointed.~~
- 5.5 Appointment. Members of the Committee shall be appointed by the Board through the following process: (a) appropriate local groups will be solicited for applications; (b) the ~~Superintendent/President~~ President/Superintendent or his designee will review the applications; ~~and~~ (c) the ~~Superintendent/President~~ President/Superintendent or his designee will make recommendations to the Board.
- 5.6 Removal; Vacancy. The Board may remove any Committee member for any reason, including failure to attend two consecutive Committee meetings without reasonable excuse or for failure to comply with the Committee Ethics Policy. Upon a member's removal, his or her seat shall be declared vacant. The Board, in accordance with the established appointment process shall fill any vacancies on the Committee. Vacancies shall be filled within 90 days. Members whose terms have expired may continue to serve on the Committee until their successor has been appointed.
- 5.7 Compensation. The Committee members shall not be compensated for their services.
- 5.8 Authority of Members. (a) Committee members shall not have the authority to direct staff of the District; (b) Individual members of the Committee retain the right to address the Board, either on behalf of the Committee or as an individual.; ~~and~~ (c) the Committee and its members shall have the right to request and receive copies of reports and records relating to Measure CC projects which have been prepared for the Board and which have become a public record.

Section 6. Meetings of the Committee.

- 6.1 Regular Meetings. The Committee is required to meet at least once a year including an annual organizational meeting, ~~but may meet more often as the Committee shall determine no more often~~ frequently than quarterly.
- 6.2 Location. All meetings shall be held within the jurisdiction of the Cerritos Community College District, ~~located in Los Angeles County, California.~~
- 6.3 Procedures. All meetings shall be open to the public in accordance with the Ralph M. Brown Act, Government Code Section 54950 et seq. Meetings shall be conducted according to such additional procedural rules as the Committee may adopt. A majority

of the number of Committee members shall constitute a quorum for the transaction of any business.

Section 7. District Support.

- 7.1 The District shall provide to the Committee necessary technical and administrative assistance as follows:
- (a) preparation of and posting of public notices as required by the Brown Act, ensuring that all notices to the public are provided in the same manner as notices regarding meetings of the District Board;
 - (b) provision of a meeting room, including any necessary audio/visual equipment;
 - (c) preparation and copies of any documentary meeting materials, such as agendas and reports; and
 - (d) retention of all Committee records, and providing public access to such records on an Internet website maintained by the District.
- 7.2 District staff and/or District consultants shall attend all Committee proceedings in order to report on the status of projects and the expenditures of bond proceeds.

Section 8. Reports. In addition to the Annual Report required in Section 3.23, the Committee may report to the Board from time to time in order to advise the Board on the activities of the Committee. Such The Annual Report shall be in writing and shall summarize the proceedings and activities conducted by the Committee.

Section 9. Officers. ~~The Superintendent/President shall appoint the initial Chair of the Committee to serve an initial two (2) year term. The Committee shall elect an initial Vice-Chair. Thereafter, the Committee shall elect a the Chair and a the Vice-Chair who shall act as Chair only when the Chair is absent. No person shall serve as Chair for more than two consecutive one-year terms.~~

Section 10. Amendment of Bylaws. Any amendment to these Bylaws shall be approved by a majority vote of the Board of Trustees of the District.

Section 11. Termination. The Committee shall automatically terminate and disband ~~at the earlier of the date when (a) all bond proceeds are spent, or (b) all projects funded by bond proceeds are completed.~~ concurrently with the Committee's submission of its final Annual Report which reflects the final accounting of the expenditure of all Measure CC monies.

**CITIZENS' BOND OVERSIGHT COMMITTEE
ETHICS POLICY STATEMENT**

This Ethics Policy Statement provides general guidelines for Committee members to following follow in carrying out their roles. Not all ethical issues that Committee members face are covered in this Statement. However, this Statement captures some of the critical areas that help define ethical and professional conduct for Committee members. The provisions of this Statement were developed from existing laws, rules, policies and procedures as well as from concepts that define generally accepted good business practices. Committee members are expected to strictly adhere to the provisions of this Ethics Policy.

POLICY

- **CONFLICT OF INTEREST.** A Committee member shall not make or influence a District decision related to: (1) any contract funded by bond proceeds; or (2) any construction project which will benefit the Committee member's outside employment, business, or a personal finance or benefit an immediate family member, such as a spouse, child or parent.
- **OUTSIDE EMPLOYMENT.** A Committee member shall not use his or her authority over a particular matter to negotiate future employment with any person or organization that relates to: (1) any contract funded by bond proceeds, or (2) any construction project. A Committee member shall not influence a District decision related to any construction project involving the interest of a person with whom the member has an agreement concerning current or future employment, or remuneration of any kind. For a period of two (2) years after leaving the Committee, a former Committee member may not represent any person or organization for compensation in connection with any matter pending before the District that, as a Committee member, he or she participated in personally and substantially. Specifically, for a period of two (2) years after leaving the Committee, a former Committee member and the companies and businesses for which the member works shall be prohibited from contracting with the District with respect to: (1) bidding on projects funded by the bond proceeds; and (2) any construction project.
- **COMMITMENT TO UPHOLD LAW.** A Committee member shall uphold the federal and California Constitutions, the laws and regulations of the United States and the State of California (particularly the Education Code) and all other applicable government entities, and the policies, procedures, rules and regulations of the Cerritos Community College District.
- **COMMITMENT TO DISTRICT.** A Committee member shall place the interests of the District above any personal or business interest of the member.

CERRITOS COLLEGE

TO: Board of Trustees
FROM: Dr. Linda L. Lacy, President/Superintendent *ll*
DATE: October 6, 2010
SUBJECT: **Consideration of Approval of Citizens' Bond Oversight Committee Membership**

RECOMMENDATION

It is recommended that the Board approve the membership of Joseph Derthick (business organization member) effective October 7, 2010.

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 a business organization member. Mr. Joseph Derthick is interested in serving as a business organization member. He currently works for Aflac® as an Insurance Agent and is currently a member of the Norwalk Chamber of Commerce.

FINANCIAL IMPLICATIONS

No financial impact.

000158

RESOLUTION NO. 10-14**RESOLUTION OF THE BOARD OF TRUSTEES OF THE
CERRITOS COMMUNITY COLLEGE DISTRICT
REQUESTING THE ISSUANCE OF
2010-2011 TAX AND REVENUE ANTICIPATION NOTES
FOR THE DISTRICT BY THE BOARD OF SUPERVISORS
OF THE COUNTY OF LOS ANGELES**

WHEREAS, pursuant to Sections 53850 *et seq.*, of the Government Code of the State of California (the "Code") contained in Title 5, Division 2, Part 1, Chapter 4, Article 7.6 thereof, on or after the first day of any fiscal year, the Cerritos Community College District (the "District") may borrow money by issuing notes to be designated "Cerritos Community College District 2010-2011 Tax and Revenue Anticipation Notes" (the "Notes") in anticipation of the receipt of taxes, income, revenue, cash receipts and other moneys to be received by the District attributable to its fiscal year ending June 30, 2011 (the "Repayment Fiscal Year"), for any purpose for which the District is authorized to expend moneys, including but not limited to current expenses, capital expenditures and the discharge of any obligation or indebtedness of the District; and

WHEREAS, Section 53853 of the Code provides that such notes may be issued by the appropriate County Board of Supervisors on behalf of the District upon the authority of a resolution of the governing board of the District; and

WHEREAS, this Board of Trustees (the "Governing Board"), being the governing board of the District, desires the assistance of the Board of Supervisors of the County of Los Angeles (the "County Board") in the borrowing of not to exceed Fifteen Million Dollars (\$15,000,000), at an interest rate not in excess of the maximum rate permitted by law, and an underwriters' discount not exceeding one percent (1%) of the principal amount of the Notes described below; and

WHEREAS, pursuant to the Code, the Notes shall be payable no more than 12 months after the date of issue, and the Notes shall be payable only from revenue received or accrued during the fiscal year in which the Notes were issued; and

WHEREAS, pursuant to Section 53856 of the Code, the District may pledge any taxes, income, revenue, cash receipts or other moneys deposited in inactive or term deposits, excepting funds of the District otherwise restricted, to the repayment of the Notes, which shall be issued as a general obligation of the District, and to the extent not paid from the taxes, income, revenue, cash receipts and other moneys of the District pledged for the payment thereof, shall be paid with interest thereon from any other moneys of the District lawfully available therefor, as required by Section 53857 of the Code; and

WHEREAS, the Notes to be issued hereunder in Fiscal Year 2010-2011 when added to the interest payable thereon, may not exceed eighty-five percent (85%) of the estimated amount of the uncollected taxes, income, revenue (including but not limited to revenue from state and federal governments), cash receipts and other moneys of the District which will be

available for the payment of principal of the Notes and the interest thereon, as required by Section 53858 of the Code; and

WHEREAS, upon satisfaction of certain conditions, it may be in the best interests of the District to participate in a Los Angeles County Schools Pooled Financing 2010-2011 Tax and Revenue Anticipation Notes Program (the "Pooled Program"), in order to achieve the highest possible rating, the lowest possible interest rate for the Notes and savings in costs of issuance and to improve the marketability of the Notes; and

WHEREAS, upon satisfaction of certain conditions, it may be in the best interests of the District for the Treasurer and Tax Collector of the County of Los Angeles (the "Treasurer and Tax Collector") to provide for the execution and delivery of participation certificates, evidencing proportionate interests in the Notes for sale to the general public on a pooled basis with the tax and revenue anticipation notes of other school districts and/or community college districts located within the County of Los Angeles (the "County"), in order to achieve savings in costs of issuance and to improve the marketability of the Notes; and

WHEREAS, the Los Angeles County Office of Education has approved the selection of underwriters who will purchase any Notes issued under the Pooled Program (the "Pooled Program Notes") and the selection of Bond Counsel who will provide the approving opinion on the Notes, and the Governing Board desires to have any Pooled Program Notes or, in the alternative, to have its individual Notes purchased by such underwriters upon such terms as may be approved by an authorized representative of the District;

NOW, THEREFORE, this Board of Trustees of the Cerritos Community College District hereby determines and resolves as follows:

Section 1. Governing Board Determination. All of the recitals set forth herein are true and correct, and this Governing Board so finds and determines.

Section 2. Authorization of Issuance of Notes; Terms Thereof. This Governing Board hereby authorizes the issuance of its Notes in a principal amount not to exceed Fifteen Million Dollars (\$15,000,000), under Section 53850, *et seq.*, of the Code to be designated "Cerritos Community College District, 2010-2011 Tax and Revenue Anticipation Notes," the final principal amount to be set forth in the Purchase Contract (hereinafter defined) and Notes. The Notes are to be numbered from one consecutively upward in order of issuance, to be in denominations of \$5,000, or integral multiples thereof, as determined by the Treasurer and Tax Collector; to be dated the date of delivery thereof; to mature (without option of prior redemption) 12 months after their date of issue; and to bear interest, payable at maturity and computed on a 30-day month/360-day year basis, at the rate or rates determined at the time of sale thereof, but not in excess of the maximum rate permitted by law. The Notes may be issued for purchase by the Pooled Program, whereby the District and certain school districts and community college districts (collectively, with respect to any one series of participation certificates, the "Participants") located within the County of Los Angeles, will simultaneously issue (or will have issued by the County on their behalf) tax and revenue anticipation notes to secure participation certificates, evidencing proportionate and undivided interests in the Notes of all Participants (the

“Participation Certificates”), which may be divided into two or more series of Participation Certificates, as provided in Section 7 below.

Both the principal of and interest on the Notes shall be payable in lawful money of the United States of America at the principal office of The Bank of New York Mellon Trust Company, N.A. (the “Certificate Agent”), as provided under the Trust Agreement to be entered into by and between the County and the Certificate Agent (the “Trust Agreement”). The Treasurer and Tax Collector is hereby requested to act as a trustee, fiscal agent, dissemination agent and/or presentation agent (the “Fiscal Agent”) in connection with the Notes and the Participation Certificates, and the County may appoint an agent or other third party to perform any or all of such duties.

Section 3. Form of Notes. The Notes shall be issued in fully registered form (except as otherwise provided herein), and shall be substantially in the form and substance set forth in Exhibit A, as attached hereto and by this reference incorporated herein, the blanks in said form to be filled in with appropriate words and figures, or with appropriate modifications to such form as may be appropriate for an issue of the District’s Notes outside the Pooled Program as the Treasurer and Tax Collector may determine and approve. There shall be delivered with the Notes a legal opinion of Bond Counsel (as defined in Section 8 below) respecting the validity of said Notes and the exclusion from gross income of the interest thereon for federal income tax purposes and the exemption of interest thereon from present State of California personal income taxes.

Section 4. Deposit of Note Proceeds; No Arbitrage. The proceeds of sale of the Notes (net of costs of issuance) shall be deposited in or to the credit of the general fund of the District or otherwise as directed by the Authorized Officer (as defined in Section 7 below), to be withdrawn and expended for any lawful purpose for which the District is authorized to expend moneys, including, but not limited to, current expenses, capital expenditures and the discharge of any obligations or indebtedness of the District. The District hereby covenants that it will comply with the requirements of the Tax Certificate to be executed by the District with respect to the Notes and any other instructions requested by or otherwise provided by Bond Counsel.

Section 5. Payment of Notes.

(A) Source of Payment. The principal amount of the Notes, together with the interest thereon, shall be payable from taxes, income, revenue, cash receipts and other moneys which are received by the District during, or are attributable to, the Repayment Fiscal Year and which are available therefor. The Notes shall be a general obligation of the District, and to the extent the Notes are not paid from the Pledged Revenues defined below, the Notes shall be paid with interest thereon from any other moneys of the District lawfully available therefor, as provided herein and by law.

(B) Pledged Revenues. As security for the payment of the principal of and interest on the Notes, the District hereby pledges from the first unrestricted revenues received by the District (such pledged amounts being hereinafter called the “Pledged Revenues”) as more fully described in the Purchase Contract and Notes. The term “unrestricted revenues” shall mean taxes, income, revenue, cash receipts, and other money of the District as provided in

Section 53856 of the Code, which are intended as receipts for the general fund of the District and which are generally available for the payment of current expenses and other obligations of the District. The principal of the Notes and the interest thereon shall be a first lien and charge against and shall be payable from the moneys received by the District from such Pledged Revenues, as provided by law.

In order to effect the pledge referred to in the preceding paragraph, the District agrees to the establishment of the Repayment Fund (hereinafter defined) and the District agrees to cause to be deposited, and shall request specific amounts from the District's funds on deposit with the Treasurer and Tax Collector for such purpose, directly therein the first unrestricted revenues received by the District in the months and dates set forth in the Purchase Contract and the Notes (each individual month a "Repayment Month" and collectively, the "Repayment Months") and any amount thereafter attributable to the Repayment Fiscal Year, until the amount on deposit in such fund, taking into consideration anticipated investment earnings thereon to be received by the Maturity Date (as specified in the Purchase Contract and Notes) is equal to the percentages of the principal of and interest due on the Notes at maturity as specified in the Purchase Contract and the Notes. Such Repayment Months and Pledged Revenues may be changed (as approved by the Underwriters) as directed in a certificate of the District that may be delivered on or before the date of delivery of the Notes.

In the event that on the last Business Day (as defined in the Trust Agreement) of any Repayment Month, the District has not received sufficient unrestricted revenues to permit the deposit into the Repayment Fund of the full amount of Pledged Revenues to be deposited in the Repayment Fund from said unrestricted revenues in said month, then the amount of any deficiency shall be satisfied and made up from any other moneys of the District lawfully available for the payment of the principal of the Notes and the interest thereon, as and when such other moneys are received or are otherwise legally available.

None of the Pledged Revenues shall be available for the payment of principal of and interest due on any tax and revenue anticipation notes attributable to any Participant other than the District, and the District acknowledges and agrees that by participation in the Pooled Program, it shall not be entitled to any payment of principal of and interest on the Notes from the revenues of any Participant other than the District.

In accordance with this Section 5(B) and to effect the pledge contained herein, the District shall and does hereby authorize and instruct the Los Angeles County Auditor-Controller (the "Auditor-Controller") to intercept Pledged Revenue as set forth in the Purchase Contract and Notes (or as modified as provided in the Certificate that may be delivered by the District on or before the issuance of the Notes), and place such amounts on deposit each Repayment Month with the Treasurer and Tax Collector directly in the Repayment Fund held by the Fiscal Agent with a designation to the Certificate Agent of the amounts to be credited for the District. Upon such deposit, such funds will not be available to the District. The District shall and does hereby authorize and instruct that, in the event that there have been insufficient Pledged Revenues received by the District by the third Business Day prior to the day on which Pledged Revenues are to be deposited into the Repayment Fund (the "Pledge Date") to permit the deposit into its Repayment Fund of the full amount of the Pledged Revenues required to be deposited with respect to such Pledge Date, the Auditor-Controller shall collect the amount of any deficiency for

deposit in the Repayment Fund in such amount as may be directed by the Treasurer and Tax Collector from any other unrestricted moneys of the District lawfully available for the payment of the principal of the Notes and the interest thereon on such Pledge Date or thereafter on a daily basis, when and as such Pledged Revenues and unrestricted moneys are received by the Participant and will deposit said moneys with the Treasurer and Tax Collector for credit directly to the Repayment Fund.

(C) Deposit of Pledged Revenues in Repayment Fund. The Pledged Revenues shall be held by the County in a separate and special fund designated as the "Cerritos Community College District, 2010-2011 Tax and Revenue Anticipation Notes Repayment Fund" (herein called the "Repayment Fund") and the County will administer the Pledged Revenues through and including the maturity date of the Notes and apply such funds as directed in this resolution. Any moneys deposited in the Repayment Fund shall be for the sole benefit of the owners of the Notes and until the Notes and all interest thereon are paid, or until provision has been made for the payment of the Notes and all interest thereon in accordance with their terms, the moneys in the Repayment Fund shall be applied only for the purposes for which the Repayment Fund is created. The Treasurer and Tax Collector is directed to deposit all Pledged Revenues subject to deposit as provided in this Section 5(C) when and as received directly into the Repayment Fund, without further instruction by the District. From the dates of receipt by the Treasurer and Tax Collector of any of the Pledged Revenues subject to such deposit, the District shall have no right, title or interest therein.

(D) Disbursement and Investment of Moneys in Repayment Fund. All Pledged Revenues shall be deposited into the Repayment Fund upon receipt. After such date as the amount of Pledged Revenues on deposit in the Repayment Fund shall be sufficient to pay in full the principal of and interest on the Notes, when due, any moneys in excess of such amount remaining in or accruing to the Repayment Fund shall be transferred to the general fund of the District or otherwise as directed by the Authorized Officer. On the maturity date of the Notes, the moneys in the Repayment Fund shall be used, to the extent necessary, to pay the principal of and interest on the Notes.

Moneys in the Repayment Fund, to the greatest extent possible, shall be invested in Permitted Investments (as defined in the Trust Agreement) as directed by the Treasurer and Tax Collector or by the Authorized Officer in consultation with the Los Angeles County Office of Education, which may include, but not be limited to, a guaranteed investment contract and the Los Angeles County Pooled Investment Fund or any other investment which the Authorized Officer in consultation with the Los Angeles County Office of Education deems prudent. The Treasurer and Tax Collector (who is hereby designated as agent of the District for these purposes) is hereby requested to invest and/or to direct the investment of the proceeds of the Notes and the Participation Certificates and any other funds held under the Trust Agreement in accordance with the Trust Agreement and County policy governing the investment of such funds.

(E) Defaults in the Repayment of the Notes. If the Notes as evidenced and represented by a series of Participation Certificates are not paid at maturity, or are paid in whole or in part by a draw under or claim upon a form of credit support for the Notes or such series of Participation Certificates ("Credit Enhancement") which draw or claim is not fully reimbursed on such date, they shall become Defaulted Notes (as defined in the Trust Agreement), and the

unpaid portion thereof (or the portion thereof with respect to which Credit Enhancement applies for which reimbursement on a draw or claim has not been fully made) shall be deemed outstanding and shall continue to bear interest at the default rate specified in the Trust Agreement (the "Default Rate"). If the Notes as evidenced and represented by a series of Participation Certificates are not secured by Credit Enhancement in whole or in part and are not fully paid at maturity, the unpaid portion thereof (or the portion thereof to which no Credit Enhancement applies which is unpaid) shall be deemed outstanding and shall continue to bear interest thereafter until paid at the Default Rate. In each case set forth in the preceding two sentences, the obligation of the District with respect to such Defaulted Notes or unpaid Notes shall not be a debt or liability of the District prohibited by Article XVI, Section 18 of the California Constitution and the District shall not be liable thereon except to the extent of any available revenues attributable to the Repayment Fiscal Year as provided in Section 5(B) above.

Section 6. Execution of Notes. The District hereby requests the Treasurer and Tax Collector, or his designated deputy, and the appropriate officers of the County Board to execute the Notes by their manual or facsimile signatures and to affix a facsimile of the seal of the County thereon; and said officers shall be authorized to cause the blank spaces thereof to be filled in prior to initial delivery as may be appropriate.

Section 7. Approval of Sale of Notes. In order to retain maximum flexibility and secure interest cost savings for the District, this Governing Board hereby delegates to the President of the Governing Board, to the Superintendent of the District, or such other authorized person (each, an "Authorized Officer"), the right, on behalf of the District, to elect to have the District participate in the Pooled Program upon satisfaction of the following conditions: the District will participate in the Pooled Program unless its participation would result in (a) an issuance of Notes after the date of the primary cash flow deficit of the District, or (b) a delay in the issuance of the Notes which delay would likely, in the judgment of the Authorized Officer in consultation with the Los Angeles County Office of Education, increase the interest rate applicable to the Notes. The Treasurer and Tax Collector shall, within the limitations set forth below, be authorized and directed, on behalf of the District, to enter into a contract of purchase (the "Purchase Contract") with the Underwriters for the purchase of the Notes.

If the Authorized Officer shall elect to have the District participate in the Pooled Program, the Notes shall be deposited into a trust to be established under and pursuant to the Trust Agreement, creating a trust estate, which shall contain the Notes and the tax and revenue anticipation notes of the other Participants in such series. It is hereby recognized, acknowledged and agreed that the Certificate Agent appointed pursuant to the Trust Agreement, may execute and deliver Participation Certificates on behalf of the District and the other Participants, each representing the proportional, undivided ownership interest of the registered owner thereof in the Notes. The District agrees to recognize each registered owner of the Participation Certificates as the beneficial owner of its Notes to the extent of such registered owner's proportional, undivided interest in the Notes. If, for purposes of obtaining the highest possible rating and the lowest possible interest rate for the Notes, it shall be advisable for the District to participate in a Pooled Program to be divided into two or more series of Participation Certificates, the Authorized Officer shall approve the participation by the District in one such series. The Authorized Officer is hereby authorized to execute and deliver any documents and to take such other action as may be necessary or proper to carry out the interest of the provisions hereof. The participation by the

District in the Pooled Program and the execution and delivery of Participation Certificates under the Trust Agreement, defined herein, shall not cause the District to be liable for payments of principal or interest on the notes attributable to any other Participant.

The Authorized Officer is further authorized to determine the maximum principal amount of Notes to be lodged with the Certificate Agent in exchange for the execution and delivery of the Participation Certificates, not to exceed Fifteen Million Dollars (\$15,000,000), and to deliver the Notes to the County, if the conditions set forth in this resolution are satisfied.

Section 8. Authorization and Approval of Preliminary Official Statement and Official Statement. In connection with the Pooled Program, the Los Angeles County Office of Education, with the concurrence of this District, has appointed RBC Capital Markets Corporation, as representative of itself and any co-underwriter the Los Angeles County Office of Education may appoint as Underwriters (the "Underwriters"), and Hawkins Delafield & Wood LLP, or such other counsel as the Los Angeles County Office of Education may appoint, as bond counsel ("Bond Counsel"). The officers of the District are authorized to provide information regarding the District in connection with the preparation of such document or documents. The proposed form of Preliminary Official Statement with respect to Participation Certificates in the form on file with this Governing Board is hereby approved. The Underwriters are hereby authorized to prepare and distribute a Preliminary Official Statement and an Official Statement relating to the Pooled Program. The Authorized Officer is hereby authorized and directed to provide the Underwriters with such information relating to the District as the Underwriters shall reasonably request for inclusion in the Preliminary Official Statement. Upon inclusion of the information relating to the District therein, the Preliminary Official Statement is, except for certain omissions permitted by Rule 15c2-12 of the U.S. Securities and Exchange Commission (the "SEC") promulgated under the Securities Exchange Act of 1934, as amended (the "Rule"), hereby deemed final within the meaning of the Rule; provided that no representation is made as to the information contained in the Preliminary Official Statement relating to the other Participants or any municipal bond insurer. If, at any time prior to the execution of the Purchase Contract by the County, any event occurs as a result of which the information contained in the Preliminary Official Statement relating to the District might include an untrue statement of a material fact or omit to state any material fact necessary to make the statements therein, in light of the circumstances under which they were made, not misleading, the District shall promptly notify the Underwriters.

Section 9. Continuing Disclosure.

(A) As required by the Rule, the District covenants with the beneficial owners of the Participation Certificates that it will, and hereby authorizes its appropriate officers and employees to provide, in a timely manner, to the MSRB (hereinafter defined), for the benefit of the beneficial owners of the Participation Certificates, notice of any of the following events with respect to the Notes, if material:

- (1) principal and interest payment delinquencies;
- (2) non-payment related defaults;
- (3) unscheduled draws on the debt service reserves reflecting financial difficulties;

- (4) unscheduled draws on credit enhancements reflecting financial difficulties;
- (5) substitution of credit or liquidity providers, or their failure to perform;
- (6) adverse tax opinions or events affecting the tax-exempt status of the securities;
- (7) modifications to rights of security holders;
- (8) bond calls;
- (9) defeasances;
- (10) release, substitution, or sale of property securing repayment of the securities; and
- (11) rating changes.

Unless otherwise required by the MSRB or the SEC, all notices, documents and information provided to the MSRB shall be provided to the EMMA System (hereinafter defined), the current internet address of which is www.emma.msrb.org. All notices, documents and information provided to the MSRB shall be provided in an electronic format as prescribed by the MSRB and shall be accompanied by identifying information as prescribed by the MSRB.

Notwithstanding any other provision herein, failure of the District to perform in accordance with this Section 9(A) shall not constitute a default under this resolution and may be enforced only as provided in this Section 9.

(B) Each Material Event Notice shall be so captioned and shall prominently state the title, date and CUSIP numbers of the affected Participation Certificates.

(C) Except as otherwise disclosed in the Official Statement, the District has never failed to comply in all material respects with the terms of any continuing disclosure obligation under the Rule.

(D) (1) This Section may be amended, by written agreement of the parties, without the consent of the holders of the Participation Certificates (except to the extent required under clause (d) below), if all of the following conditions are satisfied: (a) such amendment is made in connection with a change in circumstances that arises from a change in legal (including regulatory) requirements, a change in law (including rules or regulations) or in interpretations thereof, or a change in the identity, nature or status of the District or the type of business conducted thereby; (b) this Section as so amended would have complied with the requirements of the Rule as of the date of this resolution, after taking into account any amendments or interpretations of the Rule, as well as any change in circumstances; (c) the District shall have delivered to the County an opinion of Bond Counsel, addressed to the District and the County, to the same effect as set forth in clause (b) above; (d) either (i) the District shall have delivered to the County an opinion of Bond Counsel or a determination by a person, in each case unaffiliated with the District (such as Bond Counsel or the County) and acceptable to the District, addressed to the District and the County, to the effect that the amendment does not materially impair the interests of the holders of the Participation Certificates or (ii) the holders of the Participation Certificates consent to the amendment to this Section pursuant to the same procedures as are otherwise required for amendments; and (e) the District shall have delivered copies of such opinion(s) and amendment to the MSRB.

(2) In addition to Section 9(D)(1) above, this Section may be amended and any provision of this Section may be waived, by written agreement of the parties, without the consent of the holders of the Participation Certificates, if all of the following conditions are satisfied: (a) an amendment to the Rule is adopted, or a new or modified official interpretation of the Rule is issued, after the effective date of this Section which is applicable to this Section; (b) the District shall have delivered to the County an opinion of Bond Counsel, addressed to the District and the County, to the effect that performance by the District and the County under this Section as so amended or giving effect to such waiver, as the case may be, will not result in a violation of the Rule; and (c) the District shall have delivered copies of such opinion and amendment to the MSRB.

(E) (1) The provisions of this Section shall inure solely to the benefit of the holders from time to time of the Participation Certificates, except that beneficial owners of Participation Certificates shall be third-party beneficiaries of this Section.

(2) Except as provided in this Section 9(E)(2), the provisions of this Section shall create no rights in any person or entity. The obligations of the District to comply with the provisions of this Section shall be enforceable in the case of enforcement of obligations to provide notices, by any Registered Owner of outstanding Certificates, or by the Fiscal Agent and Certificate Agent on behalf of the Registered Owners of outstanding Certificates; *provided, however,* that the Fiscal Agent and Certificate Agent shall not be required to take any enforcement action except at the direction of the Registered Owners of not less than a majority in aggregate principal amount of the Certificates at the time outstanding who shall have provided the Certificate Agent with adequate security and indemnity. The Registered Owners', Fiscal Agent's and Certificate Agent's rights to enforce the provisions of this Section shall be limited solely to a right, by action in mandamus or for specific performance, to compel performance of the District's obligations under this Section. In consideration of the third-party beneficiary status of beneficial owners of Certificates pursuant to Section 9(E)(1) of this Section, beneficial owners shall be deemed to be Registered Owners of Certificates for purposes of this Section 9(E).

(F) For the purposes of this resolution, unless the context otherwise requires, the terms defined in this Section 9(F) shall, for all purposes of this resolution, have the meanings specified herein:

"Bond Counsel" means an attorney or firm of attorneys of nationally recognized standing in matters pertaining to the validity of, and tax-exempt nature of interest on, obligations issued by states and their political subdivisions.

"EMMA System" means the MSRB's Electronic Municipal Market Access system.

"Material Event" means any of the events with respect to the Notes, set forth in Section 9(A) above.

"Material Event Notice" means notice of a Material Event.

"MSRB" means the Municipal Securities Rulemaking Board established pursuant to Section 15B(b)(1) of the Securities Exchange Act of 1934, or any successor thereto or to the functions of the MSRB contemplated herein.

"Register" means the book or book of registration kept by the Registrar in which are maintained the names and addresses and principal amounts registered to each Registered Owner.

"Registered Owner" means the Person in whose name a Certificate is registered on the Register.

"Registrar" means the Certificate Agent, or a substitute Registrar.

Section 10. Delivery of Notes. The proper officers of the County Board are hereby requested to deliver the Notes to the Treasurer and Tax Collector upon payment therefor in accordance herewith and in accordance with the terms of the Purchase Contract executed in connection with the Notes or the Participation Certificates, as appropriate, and the Trust Agreement. All actions heretofore taken by the officers and agents of the District and the County Board with respect to the Notes are hereby approved, confirmed and ratified, and the officers of the District and the County Board are hereby authorized and directed to do any and all things and take any and all actions including but not limited to those described herein, which they, or any of them, may deem necessary or advisable in order to consummate the lawful issuance and delivery of the Notes in accordance with this resolution and any resolutions hereafter adopted by this Governing Board.

Section 11. Non-Negotiability of Notes. In the event that the Authorized Officer shall elect to issue the District's Notes within the Pooled Program, such Notes shall be lodged in trust with the Certificate Agent and maintained in such trust until their scheduled maturity and payment in full. The Notes shall not be transferable or assignable by the Certificate Agent. Notwithstanding the foregoing, in the event that the Notes should be lost, stolen, destroyed or mutilated prior to their stated maturity, the District shall cause to be issued a new Note or Notes of the same tenor, term and maturity as the original to replace the same upon such reasonable terms and conditions, including the payment of costs and the posting of a surety bond, as may from time to time be determined and prescribed by the Authorized Officer in consultation with the Los Angeles County Office of Education.

Section 12. Authorization for Credit Enhancement for Pooled Program. In the event the District participates in the Pooled Program in accordance with the provisions of Section 7 above, this Governing Board acknowledges and agrees that it shall be obligated to pay its *pro rata* share of the cost of any Credit Enhancement required for the Pooled Program, and this Governing Board specifically finds and determines that the acquisition of such Credit Enhancement will benefit the District by reducing the interest cost associated with the Notes. The Authorized Officer is hereby authorized and directed to execute such reimbursement or other financing agreement as may be necessary in order to obtain said Credit Enhancement for the District's participation in the Pooled Program, and the District agrees to perform its obligations pursuant to such reimbursement or other financing agreement.

Section 13. Authorization to Attest. Any Authorized Officer or the Secretary of the Governing Board is hereby authorized and directed to attest to the signature of any other Authorized Officer, whenever required or advisable for the transactions contemplated by this resolution. Each Authorized Officer is authorized and directed to execute and attest such further documents, instruments and certificates as may be deemed necessary or advisable by Bond Counsel, in order to accomplish the purposes of this resolution.

Section 14. Further Actions Authorized. It is hereby covenanted that the District, and its appropriate officials, have duly taken all proceedings necessary to be taken by them, and will take any additional proceedings necessary to be taken by them, for the levy, collection and enforcement of the taxes and other revenues pledged under this resolution in accordance with the law and for carrying out the provisions of this resolution. The Authorized Officers, and other officers and staff of the District are hereby directed to take such further action as may be necessary to carry out the intent and purpose of this resolution and to execute and deliver any and all agreements, certificates and other documents that they or Bond Counsel may deem necessary or advisable to effectuate the purposes of this resolution without further approval of this Governing Board.

Section 15. Costs and Expenses. The District covenants and agrees to pay its *pro rata* share of the costs and expenses incurred in connection with the execution and delivery of the Notes, the Participation Certificates and the administration of the Pooled Program, in the event that its Authorized Officer should elect to participate in the Pooled Program.

Section 16. Limited Liability. Notwithstanding anything to the contrary contained herein or in the Notes or in any other document mentioned herein, the District shall not have any liability hereunder or by reason hereof or in connection with the transactions contemplated hereby except to the extent payable from moneys available therefor as set forth in Section 5 hereof and the County is not liable for payment on the Notes or any other obligation of the District hereunder.

Section 17. Subordinated Notes. The District may issue tax and revenue anticipation notes as subordinated notes ("Subordinated Notes") payable and secured by a lien on unrestricted revenues received or attributable to Fiscal Year 2010-11 only on a basis junior and subordinate in all respects to the lien of the Notes authorized under this Resolution. The Subordinated Notes shall be subject to the provisions set forth in the form of such Subordinated Notes and in the resolution of the Governing Board of the District authorizing the issuance of the Subordinated Notes. The Subordinated Notes shall not mature prior to the Notes or be subject to redemption prior to the Maturity Date. The Subordinated Notes, may be issued only if there is on deposit in the Repayment Fund with respect to the Notes then outstanding an amount equal to or greater than the sum of (A) the then unpaid principal amount of the Notes and (B) any then unpaid interest due or to become due on such series of the Notes. No deposit to any account established for the repayment of the Subordinated Notes shall be made on any date until the District has satisfied each monthly set-aside requirement in the Repayment Fund for the Notes pursuant to Section 5. Subsequent to the deposit of all Pledged Revenues into the Repayment Fund, the District may deposit moneys into the repayment account established for the Subordinated Notes.

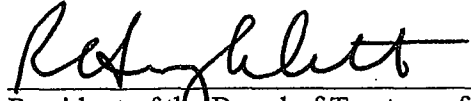
Section 17. Effective Date. This resolution shall take effect immediately.

PASSED AND ADOPTED by the Cerritos Community College District, October 6, 2010, by the following vote:

AYES: 7

NOES: 0

ABSENT: 0



President of the Board of Trustees of the
Cerritos Community College District

ATTEST:



Secretary of the Board of Trustees of the
Cerritos Community College District

EXHIBIT A

FORM OF 2010-2011 TAX AND REVENUE ANTICIPATION NOTE

**CERRITOS COMMUNITY COLLEGE DISTRICT
COUNTY OF LOS ANGELES
STATE OF CALIFORNIA
2010-2011 TAX AND REVENUE ANTICIPATION NOTE**

No. R-1 _____ 1, 2010

Principal Amount: \$ _____ Interest Rate: ____%

FOR VALUE RECEIVED, the Cerritos Community College District (the "District"), County of Los Angeles, State of California, acknowledges itself indebted to and promises to pay to the TREASURER AND TAX COLLECTOR OF THE COUNTY OF LOS ANGELES, the principal amount stated above in lawful money of the United States of America, on _____, 2010, together with interest thereon at the interest rate stated above, calculated on the basis of a 360-day year of twelve 30-day months, in like lawful money of the United States of America from the date hereof until maturity. Both the principal of and interest on this Note shall be payable only upon surrender of this Note as the Note shall fall due.

It is hereby certified, recited and declared that this Note is made, executed and given pursuant to and by authority of a resolution duly passed and adopted by the Board of Trustees of the District, and of a resolution duly passed and adopted by the Board of Supervisors of the County of Los Angeles on _____, 2010, under and by authority of Article 7.6 (commencing with Section 53850) of Chapter 4, Part 1, Division 2, Title 5, of the California Government Code, and that all acts, conditions and things required to exist, happen and be performed precedent to and in the issuance of this Note have existed, happened and been performed in regular and due time, form and manner as required by law, and that this Note, together with all other indebtedness and obligations of the District, does not exceed any limit prescribed by the Constitution or laws of the State of California.

The principal amount of the Note, together with the interest thereon, shall be payable from taxes, income, revenue, cash receipts and other moneys which are received by the District during, or are attributable to, Fiscal Year 2010-2011 and which are lawfully available therefor. As security for the payment of the principal of and interest on the Note, the District has pledged an amount equal to ___% of the principal amount of the Note from the first unrestricted revenues received by the District in the month of _____ 20__, plus an amount equal to ___% of the principal amount of the Note, plus an amount sufficient to pay interest on the Note, from the first unrestricted revenues received by the District in the month of _____ 20__ (the "Pledged Revenues"), and the principal of the Note and the interest thereon shall be payable from the Pledged Revenues, and to the extent not so paid shall be paid from any other moneys of the District lawfully available therefor.

In the event of the nonpayment of this Note on the maturity date hereof, the balance due shall accrue interest at a default rate of one and one-half percent (1.5%) per annum above the next Business Day, 1-Year Treasury Constant Maturities yield in Federal Reserve Statistical Release H-15 (or successor publication) and the first Business Day of each month thereafter until paid in full. Such interest to be calculated based on a 360-day year of twelve 30-day months.

IN WITNESS WHEREOF, the Board of Supervisors of the County of Los Angeles has caused this Note to be executed by its Chair and by the Treasurer and Tax Collector of the County of Los Angeles and countersigned by the Executive Officer-Clerk of the Board of Supervisors, or their duly designated deputies, which signatures may be facsimile signatures (provided that one of such signatures must be manually affixed) and has caused a facsimile of its official seal to be printed hereon this ____ day of _____ 2010.

By: _____
Chair

By: _____
Treasurer and Tax Collector

Countersigned:

By: _____
Executive Officer-Clerk of
the Board of Supervisors

ASSIGNMENT

For value received, the undersigned do(es) hereby sell, assign and transfer unto The Bank of New York Mellon Trust Company, N.A., acting as Certificate Agent, the within Note and do(es) hereby irrevocably constitute and appoint _____ as the undersigned's attorney to transfer such Note on the registration books of the Certificate Agent, with full power of substitution in the premises.

TREASURER AND TAX COLLECTOR OF THE
COUNTY OF LOS ANGELES

Dated: _____, 2010

Note: The signature(s) to this Assignment must correspond with the name(s) as written on the face of the within Certificate in every particular, without alteration or enlargement or any change whatsoever.

Social Security Number,
Taxpayer Identification Number
or other Identifying Number of Assignee:

FACULTY HOURLY - ACADEMIC AFFAIRS**Reemployed**

Name		Assignment	Salary Placement	Rate
Chatham	Lynne	Teacher Trac (English)	A1	48.83

FACULTY HOURLY - BUSINESS EDUCATION**New Hires**

Name		Discipline	Salary Placement	Rate
Greenberg	Bruce	Paralegal	A1	48.83

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

Name		Discipline	Salary Placement	Rate
Schroeder	Lisa	Music	A1	48.83

New Hires

Name		Discipline	Salary Placement	Rate
Emerzian	Jimmy	Music	A1	48.83

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

Name		Discipline	Salary Placement	Rate
Chaney	Van	Political Science	B2	51.71
Heeren	Jeff	History	A2	51.71
Nowicki	Dale	Administration of Justice	B2	51.71
Swendson	Paul	History	B5	60.33

FACULTY HOURLY - LIBERAL ARTS**New Hires**

Name		Discipline	Salary Placement	Rate
Banga	Shellie	English	A1	48.83
Cagnolatti	Damon	English	A1	48.83
Chatham	Lynne	English	A1	48.83
Crum	Anjanette	English	A1	48.83
Lefebvre	Lyndsey	English	A1	48.83
Russell	Christy	English	A1	48.83
Sanchez	Shannon	English	A1	48.83

FACULTY HOURLY - PE/ATHLETICS

Reemployed

Name		Discipline	Salary Placement	Rate
Schulit	Mark	Athletics	B5	60.33

New Hires

Name		Discipline	Salary Placement	Rate
Silva	Candice	Athletics	A1	48.83

FACULTY HOURLY - SCIENCE, ENGINEERING & MATHEMATICS

Reemployed

Name		Discipline	Salary Placement	Rate
Corbin	Steve	Computer Information Services	B5	60.33
Harbut	Chester	Biology	B5	60.33
Ochoa	Lorena	Project Hope	B1	48.83

COUNSELOR HOURLY - STUDENT SERVICES

Reemployed

Name		Assignment	Salary Placement	Rate
Guerrero-Cantor	Jamila	DSP&S	C1	40.23
Ochoa	Lorena	Project Hope	C1	40.23
Segura	Aurora	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, 2011 OR 175 TOTAL WORKDAYS,
WHICHEVER OCCURS FIRST

Beech, Ronald	Aide-General (Clerical)	\$8.00/hr	08/16/10
Passi, Amanda	"	"	07/01/10
Brennan, Jamie	Aide-General (Laboratory)	\$8.00/hr	07/25/10
Johnson, Cameron	"	"	08/25/10
Perez, John	"	"	07/01/10
Kennedy, Christina	Aide-General (Laborer)	\$8.00/hr	09/07/10
McIntosh, Michael**	Aide-General (Traffic Control Officer)	\$8.00/hr	09/08/10
Esperanzate, Maria Sable*	Aide-Special (Special Education)	\$8.00/hr	08/16/10
Gamage, Sayuri*	"	"	07/01/10
Day, Nicole	Aide-Special (Tutor)	\$8.00/hr (1)	07/25/10
Dhungana, Karan*	"	\$8.20/hr (3)	08/01/10
Garcia, Peter	"	\$8.00/hr (2)	07/25/10
Kennedy, Rusty	"	\$8.00/hr (1)	07/25/10
Mejia, Jonathan	"	\$8.00/hr (2)	"
Perez, Frederick	"	"	"
Regalado, Louis	"	"	"
Rivera, Edwin*	"	\$8.20/hr (3)	08/01/10
Vergara, Raymundo*	"	\$8.00/hr (2)	"
Villarreal, Christian*	"	"	"
Blake, Lara*	Filing Clerk	\$8.00/hr	07/27/10
Lopez, Alejandro*	"	"	08/02/10
Patterson, Reginald*	"	"	08/13/10
Gutierrez, Miguel*	Clerk	\$8.64/hr	08/25/10
Hampton, Janelle*	"	"	"
Jordan, Ariel*	"	"	"
Mejia, Angelein*	"	"	"
Rubio, Juliana*	"	"	"
Walker, Ryan*	"	"	"
Elias, Stephanie*	Financial Aid Clerk	\$9.31/hr	08/25/10

* Categorically Funded

** Specially Funded

Presented to the Board of Trustees 10/06/10

SHORT-TERM HOURLY EMPLOYMENT (AS NEEDED), VARIABLE HOURS PER DAY & DAYS PER WEEK, FOR A PERIOD NOT TO EXCEED JUNE 30, 2011 OR 175 TOTAL WORKDAYS, WHICHEVER OCCURS FIRST

Calderon, Justin	Aquatic Specialist	\$10.11/hr	07/01/10
Canizales, Jon	"	"	08/16/10
De Winstanley, Kenny	"	"	07/01/10
Joson, Joseph	"	"	08/16/10
Avellaneda, Raul	Instructional Aide I	\$10.51/hr (3)	08/16/10
Brown, Treallis	"	\$9.99/hr (2)	"
Campos, Judith*	"	\$9.56/hr (1)	08/25/10
Castro Martinez, Fabiola	"	\$10.51/hr (3)	08/16/10
Castro, Julio**	"	\$9.56/hr (1)	08/30/10
Deel, Nicole	"	\$9.99/hr (2)	08/16/10
Figueira, Kristen	"	\$9.56/hr (1)	"
Garcia, Peter**	"	"	08/30/10
Gaitan, Omar	"	\$10.51/hr (3)	08/01/10
Gonzalez, Gabriela*	"	"	08/10/10
Hampton, Carl	"	\$9.99/hr (2)	08/16/10
Hernandez, Fernando*	"	\$9.99/hr (2)	"
Ishibashi, Tammi*	"	\$10.51/hr (3)	08/10/10
Joson, Joseph*	"	\$9.99/hr (2)	08/26/10
Kim, Edward	"	\$10.51/hr (3)	08/16/10
Lee, Howard*	"	\$9.56/hr (1)	"
Lemus, Gloria*	"	"	08/25/10
Neupane, Kaubin*	"	\$9.99/hr (2)	08/01/10
Nguyen, Jacqueline*	"	\$9.56/hr (1)	08/16/10
Noordman, Lindsey**	"	"	08/30/10
Ortiz, Karen	"	"	08/16/10
Patronas, Sophia	"	\$9.99/hr (2)	"
Pou, Richard	"	\$9.56/hr (1)	"
Reynoso, Rosalie**	"	"	08/30/10
Rivera, Evelin*	"	"	09/01/10
San Juan, Mario	"	"	07/25/10
Shah, Dushyant*	"	"	08/01/10
Taylor, Jessica*	"	"	08/16/10
Velez, Juan Victor	"	\$10.51/hr (3)	"
Vincent, Matthew	"	\$9.56/hr (1)	"
Wedell, Tiffanie	"	\$10.51/hr (3)	08/23/10
Wilson, Lloyd	"	"	08/16/10
Zacatenco, Antonio	"	\$9.56/hr (1)	07/07/10
Briones, Milleth*	Intermediate Clerk	\$9.56/hr	08/16/10
Carranza, Vanessa*	"	"	08/25/10
Florian, Fleur*	"	"	09/02/10
Gonzalez, Claudia*	"	"	08/19/10
Min, Jenny*	"	"	08/25/10
Monroy, Carolina*	"	"	"
Osuna, Yesenia**	"	"	09/02/10
Reed, Vivian*	"	"	08/25/10
Salais, Catherine*	"	"	"

SHORT-TERM HOURLY EMPLOYMENT (AS NEEDED), VARIABLE HOURS PER DAY & DAYS PER WEEK, FOR A PERIOD NOT TO EXCEED JUNE 30, 2011 OR 175 TOTAL WORKDAYS, WHICHEVER OCCURS FIRST

Rivera, Sandra	Intermediate Typist Clerk	\$9.56/hr	08/31/10
Mishler, Katherine	Student Activities Clerk	\$9.56/hr	08/30/10
Mitina, Nadia	Aide-Special (Interpreter IV)	\$9.76/hr	08/02/10
Ramirez, Maria	Custodian	\$9.76/hr	08/20/10
Renteria, Alvaro	"	"	08/17/10
Johnson, Cameron	Community Outreach Worker	\$9.99/hr	08/25/10
Gomez, Eva Gonzalez*	Tutorial Technician	\$9.99/hr	09/01/10
Reyes, Jeffrey*	"	"	"
Yescas, David*	"	"	"
Durbin, Shari	Secretary	\$11.34/hr	07/01/10
Meraz, Rosa	"	"	09/02/10
Zacatenco, Antonio	"	"	08/16/10
Austin Jr., James	Instructional Aide II	\$13.45/hr (2)	08/16/10
Diaz, Eric*	"	\$14.13/hr (3)	08/01/10
Lopez, Sandra*	"	"	"
Goodlink, James*	"	\$12.81/hr (1)	"
Lee, Shing Wun Alex *	"	\$14.13/hr (3)	"
Montealegre, John	"	\$13.45/hr (2)	08/16/10
Rueda, German**	"	\$12.81/hr (1)	08/30/10
Wedell, Michael	"	\$14.13/hr (3)	08/23/10
Kristinat, Katrina*	Development Assistant	\$13.79/hr	07/01/10
Chu, Tom	Electronics Equipment Technician	\$13.79/hr	08/16/10
O'Neil, Deborah*	Program Facilitator	\$13.79/hr	08/01/10
McFail, Jim	Technical Director/Designer	\$14.79/hr	07/25/10
Lentz, Melissa	Educational Technology Trainer	\$18.60/hr	08/16/10
Allen, Matthew	Community Education Specialist	\$29.15/hr	08/09/10
Ashe, Suzanne	"	"	"
Bateman, Michael	"	"	"
Bello-Gardner, Sylvia	"	"	"
Breit, Craig	"	"	"
Budarin, Dmitri	"	"	"
Casillas, Rocio	"	"	"
Castillo, Lorena	"	"	"
Conley, Angela	"	"	"
Daigle, Maurice	"	"	"

SHORT-TERM HOURLY EMPLOYMENT (AS NEEDED), VARIABLE HOURS PER DAY & DAYS PER WEEK, FOR A PERIOD NOT TO EXCEED JUNE 30, 2011 OR 175 TOTAL WORKDAYS, WHICHEVER OCCURS FIRST

El-Abyad, Abdelwahab	Community Education Specialist	\$29.15/hr	08/09/10
Ernest, Roger	"	"	"
Evans, Max	"	"	"
Follett, Kay*	"	"	07/01/10
Gaffaney, Todd	"	"	08/09/10
George, Patty	"	"	"
Gersitz, Lorraine	"	"	"
Godwin, Susan	"	"	"
Herrera, Veronica	"	"	"
Huang, Fuze	"	"	"
Johnson, John	"	"	"
Kayser, Lance	"	"	"
Lopez, Monica	"	"	"
Ly, Lisa	"	"	"
Macias, Dora	"	"	"
Moore, Debra	"	"	"
Nguyen, Orchid	"	"	"
O'Neil, Deborah*	"	"	08/01/10
Quaas-Berryman, Francie	"	"	08/09/10
Schendel, Kelly	"	"	"
Sterling, Merrick	"	"	"
Stiles, Lynn	"	"	"
Takeuchi, Kevin	"	"	"
Whitson, Beverly	"	"	"
Young, David	"	"	"

CERRITOS COLLEGE

TO: Board of Trustees
FROM: Dr. Linda L. Lacy, President/Superintendent *ML*
DATE: October 6, 2010
SUBJECT: **Second Reading and Consideration of Adoption of Board Policy 2350 – Speakers and Board Policy 2355 – Decorum, as Reviewed by the Board at the September 1 Board Meeting**

RECOMMENDATION

It is recommended that the Board of Trustees adopt these revised Board Policies, as reviewed by the Board at the September 1 Board meeting, during this second reading and adoption.

OVERVIEW

These Board Policies have been revised to clarify that members of the public have First Amendment rights to participate in public Board meetings and may comment on agenda items to be considered during closed session.

ANALYSIS

Board Policy 2350 titled Speakers and Board Policy 2355 titled Decorum were adopted by the Cerritos College Board of Trustees on December 12, 2007. The recommended revisions to these policies reflect clarification of the First Amendment rights granted to members of the public, as advised by the District's legal counsel.

These revised policies are now ready for adoption by the Board of Trustees.

FINANCIAL IMPLICATIONS

No financial impact.

Attachments

Board of Trustees

1 BP 2350 SPEAKERS

2 References:

- 3 Education Code, Section 72121.5;
- 4 Government Code, Sections 54950 et seq.

5 Persons may speak to the Board either on an agenda item or on other matters of
6 interest to the public that are within the subject matter jurisdiction of the Board.
7 Members of the public have First Amendment rights to participate in public Board
8 meetings, including making opinionated comments that are critical of the performance of
9 public employees or comments regarding an agenda item to be considered in closed
10 session.

11 Oral presentations relating to a matter on the agenda, including those on the consent
12 agenda, shall be heard before a vote is called on the item.

13 Persons wishing to speak to matters not on the agenda shall do so at the time
14 designated at the meeting for public comment.

15 Those wishing to speak to the Board are subject to the following:

- 16 • The President of the Board may rule members of the public out of order if their
17 remarks do not pertain to matters that are within the subject matter jurisdiction of
18 the Board or if their remarks are unduly repetitive.
- 19 • Non-scheduled substitutes may not speak in place of scheduled speakers unless
20 alternates have been submitted on the original request.
- 21 • Employees who are members of a bargaining unit represented by an exclusive
22 bargaining agent may address the Board of Trustees under this policy, but may
23 not attempt to negotiate terms and conditions of their employment. This policy
24 does not prohibit any employee from addressing a collective bargaining proposal
25 pursuant to the public notice requirements of Government Code, Section 3547
26 and the policies of this Board implementing that section.

27 The process for a speaker to speak to the Board will be as follows:

- 28 • The speaker shall complete the "Board Address Request" Card at the beginning
29 of the meeting and submit the card to the Secretary to the President/
30 Superintendent prior to the meeting.
- 31 • The request shall be dated and signed by the author, shall contain the residence
32 or business address of the author, the author's organizational affiliation, if any,
33 and a statement noting the agenda item or topic to be addressed.

Board of Trustees

1 **BP 2355 DECORUM**

2 **References:**

- 3 Education Code, Section 72121.5;
4 Government Code, Section 54954.3(b)

5 The following will be ruled out of order by the presiding officer:

- 6 • Remarks or discussion in public meetings made by the Board on charges or
7 complaints which the Board has scheduled to consider in closed session;
8 • Profanity, obscenity, and other offensive language; and
9 • Physical violence and/or threats of physical violence directed toward any person
10 or property.

11 In the event that any meeting is willfully interrupted by the actions of one or more
12 persons so as to render the orderly conduct of the meeting unfeasible, the person(s)
13 may be removed from the meeting room.

14 Speakers who engage in such conduct may:

- 15 • have their right to speak terminated,
16 • be denied the opportunity to speak to the Board of Trustees for the duration of
17 the meeting, and/or
18 • be removed from the Board Room.

19 Before removal, a warning and a request that the person(s) curtail the disruptive activity
20 will be made by the President of the Board. If the behavior continues, the person(s)
21 may be removed by a vote of the Board of Trustees, based on a finding that the person
22 is violating this policy, and that such activity is intentional and has substantially impaired
23 the conduct of the meeting.

24 If order cannot be restored by the removal in accordance with these rules of individuals
25 who are willfully interrupting the meeting, the Board may order the meeting room
26 cleared and may continue in session. The Board shall only consider matters appearing
27 on the agenda. Representatives of the press or other news media, except those
28 participating in the disturbance, shall be allowed to attend any session held pursuant to
29 this rule.

30 Also see BP/AP 2340 titled Agendas, BP/AP 2345 titled Public Participation at Board
31 Meetings, and BP 2350 titled Speakers

32 Office of Primary Responsibility: President/Superintendent

Date Adopted: December 12, 2007

Date Revised:

(Replaces former Cerritos College Policies 1014.3 and 1014.6

000182

CERRITOS COLLEGE

TO: Board of Trustees
FROM: Dr. Linda L. Lacy, President/Superintendent *ML*
REVIEWED BY: Mr. David El Fattal, Vice President of Business Services *DEF*
PREPARED BY: Lola Rizkallah, Director of Fiscal Services *Lola Rizkallah*
DATE: October 6, 2010
SUBJECT: Consideration of Approval of the Adopted Budget for the 2010-11 Fiscal Year

RECOMMENDATION

The Board of Trustees approve the proposed Adopted Budget for the 2010-11 Fiscal Year.

OVERVIEW

Although the State of California has yet to adopt its own budget, the College is required to have its 2010-11 annual budget adopted by the Board of Trustees and submitted to the Chancellor's Office and Los Angeles County Office of Education by October 15, 2010 (an extension to the traditional September 15 budget adoption date was initiated and authorized by the Chancellor's Office).

This budget provides a snapshot-in-time view of the District's projected revenues and expenditures. These financial projections are based upon the best and most current information available from both internal and external sources. An amended budget will be presented to the Board of Trustees after the District receives detailed budget information via the Chancellor's Office Budget Workshop which is presently postponed pending legislative action on the State Budget. Budget revisions are regularly presented to the Board of Trustees throughout the year as new information becomes available.

ANALYSIS

GENERAL FUND – UNRESTRICTED (FUND 01.0)

This proposed adopted budget utilizes the latest information regarding State funding from the Second Period Apportionment which is also known as P2. For example, key assumptions include zero growth funding as well as a \$320,000 COLA deficit.

GENERAL FUND – RESTRICTED CATEGORICAL (FUND 01.3)

The District anticipates reductions in categorical programs based on the Governor's Proposed 2010-11 State Budget. The General Fund-Unrestricted budget presently reflects an amount of \$717,000 as District support for Categorical Programs.

FINANCIAL IMPLICATIONS

As presented.

CERRITOS COMMUNITY COLLEGE DISTRICT
MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
OCTOBER 20, 2010

- I. CALL TO ORDER The meeting was called to order at 6:01 p.m. by Dr. Bob Hughlett, Board President. Those present were Mr. Bob Arthur, Dr. Tina Cho, Dr. Ted Edmiston, Mr. Bob Epple, Dr. Bob Hughlett, Mr. Tom Jackson, Dr. Shin Liu and Mr. Felipe Grimaldo, Student Trustee. Others present were the President/Superintendent, Vice President of Academic Affairs, Vice President of Student Services, Vice President of Business Services, Interim Vice President of Human Resources, Faculty Senate President and a CSEA Representative.
- II. PLEDGE OF ALLEGIANCE The flag salute was led by Mr. Grimaldo.
- III. APPROVAL OF MINUTES A. It was moved by Mr. Arthur and seconded by Mr. Epple to approve the minutes of the regular meeting of October 6, 2010. The vote for approval was unanimous (student advisory vote: aye).
- IV. PUBLIC HEARING A. Dr. Hughlett opened the public hearing for Presentation of the Cerritos College Faculty Federation's (CCFF) Initial Proposal for Negotiation of the Cerritos College Faculty Federation (AFT Local 6215) – District Collective Bargaining Agreement for the Period July 1, 2010 – June 30, 2011 Submitted for Official Receipt and Public Hearing, as attached. It was moved by Mr. Epple to close the public hearing. The vote for approval was unanimous.
- V. INSTITUTIONAL PRESENTATIONS A. Dr. Lacy presented Cindy Lo with the Outstanding Classified Employee of the Month Award for the month of September 2010.
- VI. PUBLIC PRESENTATIONS There were no public presentations.
- VII. CONSENT AGENDA It was moved by Mr. Jackson and seconded by Dr. Edmiston to approve the consent agenda and addendum. The vote for approval and/or ratification of the following items was unanimous (student advisory vote: aye):
- A. Accepted gifts with letters of thanks to the following:
- Dodge Chrysler and Jeep vehicle parts ranging from airbags to seat belts to bulbs to fuses and buslings.
*Donated by: Cerritos Dodge Chrysler Jeep
 18803 Studebaker Road
 Cerritos, CA 90703*
 - 12" Seco Jointer Model #SK12JT
*Donated by: Boris Bernards, BMRD Inc.
 9860 Owensmouth Ave.
 Chatsworth, CA 91311*
- B. New Course Offering, as attached.
- C. Records Disposal as per California Administration Code, Title V. Regulations, as attached.

- D. Purchase Orders for the Period of July 1, 2010 through September 30, 2010.
- E. New/Amended Contracts under \$25,000 for the Quarter Ending September 30, 2010:

New Contracts	C10-1003 to C10-1031	\$57,062.50
Amended Contracts		\$47,115.63
- F. General Fund, Special Reserve Funds, Restricted Funds, Financial Aid Fund, and Payroll Clearance Fund Warrants for the Quarter Ending September 30, 2010

Payroll "A" Warrants	6,185	\$13,818,556.18
Other "B" Warrants	3,528	\$13,563,643.90
- G. Budget Extensions and Budget Transfers, as attached.

H. Contracts

Services

NEW

1. CyberSource Corporation

E-Payment Services

Information Technology

To provide e-payment services for student to pay their fees via our website and in-person. For period November 1, 2010 through October 31, 2011. Total cost is based on a percentage of transactions and services used with funding from the Business Services budget.

Added by addendum:

2. ABC Facility Consultants, Inc.

Project/Construction Management Services

Business Services

To provide project/construction management services for various construction projects to be determined by the District. For period October 20, 2010 through June 30, 2011. Total cost shall be based on hourly rates plus reimbursements with funding from the GO bond.

- I. Employment of Temporary and/or Substitute Hourly Faculty Personnel, as needed for 2010-2011 Academic Year, as attached.
- J. Employment of Classified, Short-Term, Substitute, and/or Student Hourly Personnel, as attached.

VIII. ADMINISTRATIVE MATTERS

- A. As information, the Board book contained College Coordinating Committee Minutes for September 27, 2010.

IX. REPORTS

A. Board of Trustees

Mr. Grimaldo indicated that the Homecoming game and festivities were a great experience this year. He stated that the Homecoming dance was a success and he hopes the college will hold similar events in the future.

Dr. Liu stated that several community members expressed concern regarding SB 1440 and she thanked Dr. Lacy for providing information regarding the bill.

Mr. Jackson stated that the Homecoming events were great and congratulated everyone for organizing a successful event. He concluded by stating that "The Crucible" was a very interesting performance.

Dr. Hughlett stated that he spoke with Jeanine Prindle, who is currently teaching weight management courses. He acknowledged the efforts of the students and added that one student has lost 100 pounds while enrolled in the course. He concluded by stating that the Board will conduct a special meeting on November 17 at 6:00 p.m.

B. Faculty and Staff Leadership

Ms. Moore stated that she was very impressed by the Homecoming floats.

C. President/Superintendent and Vice Presidents

Dr. Johnson attended an EOPS/CARE Advisory Committee meeting today and stated that there is recognition for community-wide collaboration to benefit students. He concluded by stating that the Southeast Regional Occupation Program will be conducting its next meeting at the Automotive Partners Building.

Mr. Farmer shared that Dr. Linda Rose recently attended a Workforce Education meeting where she spoke with individuals from the Department of Education who indicated that there may be upcoming grant opportunities for programs that combine colleges and community agencies. He added that Cerritos College is well-positioned to receive funds due to the college's partnership with the South Bay Counseling Center. He shared that Dr. Bryan Reece will be attending a meeting with the Gates Foundation to explore additional funding opportunities.

Mr. El Fattal stated that the college will receive \$23 million in funding through November 4. He indicated that staff is in the process of calculating a figure for the TRANS. He informed the Board that the proposed \$35 million backfill and \$25 million for economic development were vetoed by Governor Schwarzenegger. He added that categorical cuts were made in the advanced apportionment and indicated that he will attend a budget workshop on November 3 to learn more details about the cuts. He concluded by stating that construction on seven of twelve tennis courts on campus is complete and currently in use. He stated that construction is currently underway on the baseball field.

Dr. Lacy indicated that she plans to attend the Chancellor's Office Board of Governor's meeting at El Camino College on November 8 and 9. She stated that one of the items to be discussed is full-time faculty obligation. Dr. Lacy indicated that while she agrees with the philosophy, colleges currently don't have the financial resources to implement the procedures. Dr. Lacy invited the Board to attend the grand opening of the Veteran's Resource Center on November 16 from 11:00 a.m. to 1:00 p.m. in Room 201 in the Science Building. She concluded her report by stating that the handicap ramp at the football field is now accessible.

X. CLOSED SESSION

The Board adjourned to closed session at 6:21 p.m.

XI. RECONVENE

The Board reconvened at 6:50 p.m.

Read Out

Mr. Jackson reported that in closed session the Board of Trustees approved the employment of Yvette Tafoya as EOPS Assistant Director on Grade 17, Step 2 of the Management Salary Schedule (\$5,939.00 per month), effective October 21, 2010. The vote for approval was unanimous.

XII. ADJOURNMENT

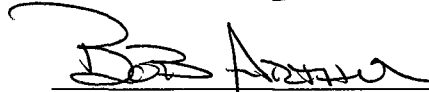
The meeting was adjourned at 6:51 p.m.

XIII. NEXT REGULAR MEETING

The next regular meeting of the Board of Trustees is scheduled for Wednesday, November 3, 2010 at 6:00 p.m.



Dr. Bob Hughlett, Board President



Bob Arthur, Board Secretary

CERRITOS COLLEGE

TO: Board of Trustees
FROM: Dr. Linda L. Lacy, President/Superintendent *ML* *OLC*
REVIEWED BY: Victor Collins, Interim Vice President of HR/Assistant Superintendent
PREPARED BY: Adriana Flores-Church, Assistant Director of Human Resources *QJ*
DATE: October 20, 2010
SUBJECT: **Presentation of the Cerritos College Faculty Federation's (CCFF) Initial Proposal for Negotiations of the Cerritos College Faculty Federation-District Collective Bargaining Agreement for the Period July 1, 2010, through June 30, 2011, submitted for Official Receipt and Public Hearing**

RECOMMENDATION

It is recommended that:

1. The attached proposal from the Cerritos College Faculty Federation (CCFF), AFT Local 6215, for negotiation of the CCFF-District Collective Bargaining Agreement for the period July 1, 2010, through June 30, 2011 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 comments, and following any comments from the public, the President of the Board of Trustees shall close the hearing.

OVERVIEW

In accordance with California statute, Cerritos College Faculty Federation, Local 6215, CFT/AFT, AFL-CIO (CCFF) has provided the District its initial proposal on two new topics of negotiations as part of the 2010-2011 collective bargaining process between the District and CCFF. These topics will be negotiated with other provisions stipulated by the current collective bargaining agreement between the parties.

ANALYSIS

Attached is the initial proposal submitted by the Cerritos College Faculty Federation (CCFF), AFT Local 6215, for negotiations for the period July 1, 2010, through June 30, 2011, pursuant to the provisions of Articles 10.2, 10.2.1, and 10.2.2 of the CCFF-District Collective Bargaining Agreement.

FINANCIAL IMPLICATIONS

Financial implications are contingent on the results of negotiations.

Attachment

000188

To: Collins, Victor
Subject: RE: Two Additional Articles from CCFE for Sunshining

From: Cerritos College Faculty Federation [mailto:myccff@gmail.com]
Sent: Thursday, September 23, 2010 12:25 PM
To: Collins, Victor
Cc: tstolze68@gmail.com
Subject: Two Additional Articles from CCFE for Sunshining

September 23, 2010

Dear Vic:

In addition to the ten articles scheduled to be negotiated during the 2010-2011 bargaining round, the CCFE has selected two additional articles:

1. Personal Use of Computers and District Computer Network--

This article will include the following: a definition of what constitutes a district computer; what types of information faculty may transmit on district computers and network during work hours; limits on the district's ability to monitor transmitted information; who owns information transmitted by faculty on district computers and network; the faculty member's right to privacy; what constitutes misuse of a district computer and network; and the appropriate disciplinary action for misuse of district-owned computers and network.

2. Retiree and Emeritus Benefits--

This article will include on- and off-campus privileges, discounts, and benefits afforded to retirees and emeriti, as well as to retirees who return to work part-time.

In preparation for the October 25 and future bargaining sessions, the CCFE wishes to resume meetings with the district-union subcommittee tasked with rolling over articles from the Faculty Handbook into the contract, as soon as meetings can be scheduled. Thank you.

Sincerely,
Julie Ivey
ED for CCFE

TECHNOLOGY

EL 102

Electronics for Engineering Technologists

3.0 Units

Class hours: 2.0 Lecture/3.0 Lab

Prerequisite: None

Corequisite: None

Recommendation: None

This course introduces the student to the applications of electronics in engineering technology by the use of activities-based learning, project-based learning, and problem-based learning. The student will learn about safety, Ohm's law, direct current circuits, capacitance, inductance, reactance, impedance, analog and digital waveforms, basic motors, logic gates, flip-flops, shift registers, and micro-controllers. Techniques of troubleshooting will be emphasized using simulation and electrical measurements.

MTT 180

Robotics for Computer Numerically Controlled Machines

3.0 Units

Class hours: 2.0 Lecture/3.0 Lab

Prerequisite: None

Corequisite: None

Recommendation: None

This course introduces the student to the applications of robotics for computer numerically controlled (CNC) machines by the use of activities-based learning, project-based learning, and problem-based learning. The student will learn how to create a part using software and apply computer-generated toolpaths. The student will also learn about setup, operation, and programming of CNC machines. Techniques of integration between several CNC machines in a work cell environment will be emphasized using simulation and robotic applications.

DISPOSAL OF RECORDS

CLASS III DOCUMENTS

DESCRIPTION OF CONTENTS	NO. OF BOXES
ACCOUNTING/BUSINESS SERVICES	
ASCC	33
Bank Statement	4
B Warrants	154
Accounts Payable	7
Accounts Receivable	1
Budget	6
A/R Files	4
Claims	4
Certs.	3
Contracts	12
Frantone's Packets	10
Misc. Files	18
Refunds	27
P Codes	6
Re-Issued Warrants	5
Pell Grants	8
Receipts	97
Requisitions	35
Time Cards	2
Transfers	4
W-9	2
1099's	9
COMMUNITY EDUCATION	
Registrations	113
Receipts	8

ADMISSIONS & RECORDS

Microfilmed Instructor Roll Books	14
Microfilmed Program	6
Microfilmed Teaching Assignments	6

FINANCIAL AID

Microfilmed Student Files	84
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PAYROLL

Time Cards	24
Microfilmed Term Classified	2
P Codes	1
H&W Reports	6
TSA's	7
Cert's	10
Registers	36
Stipends	2
Payroll Reports	1
PARS	2

HUMAN RESOURCES

Microfilmed Files	15
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PURCHASING

Req's	17
PO's	24
Bid Folders	9
Contracts	4
Credit Card Statements	3
Conference Requests	1
Surplus Property List	1
Telephone Bills	1

BUDGET TRANSFERS FOR OCTOBER 20, 2010

01.0 FUND-GENERAL FUND-UNRESTRICTED

FROM

ACADEMIC SALARIES	\$	(105,491)
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	(550)
OTHER CONTRACT EXPENSES AND SERVICES	\$	
CAPITAL OUTLAY	\$	
INTERFUND TRANSFERS OUT	\$	
CONTINGENCY	\$	

TOTAL

	\$	(106,041)
--	----	-----------

TO

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	105,491
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	
CAPITAL OUTLAY	\$	550
INTERFUND TRANSFERS OUT	\$	

TOTAL

	\$	106,041
--	----	---------

Transfers: Between object codes

Self Balancing: No effect on ending balance

Number of Transfer Requests: Two (2)

Divisions/Departments/Programs:

P E & Athletics, Career Services

BUDGET TRANSFERS FOR OCTOBER 20, 2010

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	\$	
	<hr/>	
TOTAL	\$	(5,444)
	<hr/> <hr/>	

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	\$	
	<hr/>	
TOTAL	\$	5,444
	<hr/> <hr/>	

Transfers: Between object codes

Self Balancing: No effect on ending balance

Number of Transfer Requests: One (1)

Divisions/Departments/Programs:

GAIN Assessment Center

APPROPRIATION TRANSFER ANALYSIS FOR OCTOBER 20, 2010

Revenue Budget

00000.0-00300-70780-8190-0000000 (01.3 Fund)	\$	131
Fed-General Childcare & Development Programs		
Received an additional contract grant for instructional materials from California Department of Education		
00000.0-00000-75800-8629-1305700 (01.3 Fund)		7,457
State-Independent Living Program (ILP)		
To set up 10-11 funding allocation		
00000.0-00000-75900-8190-1305700 (01.3 Fund)		(2,716)
Fed-Foster & Kinship Care Education (FKCE)		
Decrease budget to reflect funding		
00000.0-00000-76510-8190-0000000 (01.3 Fund)		(7,666)
Fed-Model Approach to Partnership in Parenting Training (MAPP)		
Decrease budget to reflect funding		
Total Revenue Budget	\$	<u><u>(2,794)</u></u>

Expenditure Budget

00000.0-00000-75800-various-1305700 (01.3 Fund)	\$	(21)
Independent Living Program (ILP)		
To adjust expenditure budget of Independent Living Program		
00000.0-00000-75900-various-1305700 (01.3 Fund)		(439)
Foster & Kinship Care Education (FKCE)		
To adjust expenditure budget of Foster & Kinship Care Education		
00000.0-00000-76510-various-1305700 (01.3 Fund)		(110)
Model Approach to Partnership in Parenting Training (MAPP)		
To adjust expenditure budget of Model Approach to Partnership in Parenting Training		
Total Expenditure Budget	\$	<u><u>(570)</u></u>

FACULTY HOURLY - BUSINESS EDUCATION

Reemployed

Name		Discipline	Salary Placement	Rate
Greene	Neal	Paralegal	A3	54.60

New Hires

Name		Discipline	Salary Placement	Rate
Ghidella	Richard	Business Administration	A1	48.83
Rice	Greta	Business Administration	A1	48.83

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

CLASSIFIED EMPLOYMENT

Food Services Specialist @4-1 (\$2,094.00 per month) effective September 7, 2010:
Marilyn Murray (Child Development Center)

SHORT-TERM HOURLY EMPLOYMENT (AS NEEDED), VARIABLE HOURS PER DAY & DAYS
PER WEEK, FOR A PERIOD NOT TO EXCEED JUNE 30, 2011 OR 175 TOTAL WORKDAYS,
WHICHEVER OCCURS FIRST

Zepeda, Gustavo	Aide-General (Laboratory)	\$8.00/hr	08/16/10
Bollinger, Cody	Aide-General (Laborer)	\$8.00/hr	08/16/10
Thornock, Chad	"	"	"
Childress, Deana**	Aide-General (Traffic Control Officer)	\$8.00/hr	09/27/10
Corbin, Nicholas**	"	"	"
Gonzalez, Claudia**	"	"	"
Summers, Brandon**	"	"	"
Wilcox, Brandon**	"	"	"
Du, Wen	Aide-Special (Tutor)	\$8.00/hr (1)	09/25/10
Mastron, Joseph	"	"	"
West, Kate	"	"	"
Corrales-Echeverria, Jesus*	Clerk	\$8.64/hr	09/25/10
Garcia, Stephanie*	"	"	"
Gavia, Cecilia	Typist Clerk	\$8.64/hr	09/25/10
Gaviria, Danny	"	"	08/25/10
Kongkosankichkan, April	Costume Technician	\$9.07/hr	09/21/10
Nguyen, Vinh	"	"	"
Alejo, Rosa	Financial Aid Clerk	\$9.31/hr	07/01/10
Alvarado, Joanna	"	"	"
Alvarez, Anthony	"	"	"
Cadenas, Marlon	"	"	"
Feliciano, Kenia	"	"	"
Montelongo, Denise	"	"	"
Montes, Remberto	"	"	"
Mora, Anthony	"	"	"
Ramirez, Erik	"	"	"
Vega, Alejandro	"	"	"
Bradley, Robert*	Instructional Aide I	\$9.56/hr (1)	08/16/10
Caldwell, Matthew*	"	"	09/25/10
Javier, James*	"	"	09/27/10

* Categorically Funded

** Specially Funded

Presented to the Board of Trustees 10/20/10

SHORT-TERM HOURLY EMPLOYMENT (AS NEEDED), VARIABLE HOURS PER DAY & DAYS PER WEEK, FOR A PERIOD NOT TO EXCEED JUNE 30, 2011 OR 175 TOTAL WORKDAYS, WHICHEVER OCCURS FIRST

Lekavich, Chris	Instructional Aide I	\$10.51/hr (3)	08/16/10
Madrigal Ayala, Cynthia	"	\$9.99/hr (2)	"
Pachecano-Fernandez, Lucero*	"	\$10.51/hr (3)	09/25/10
Rojas, Ashley**	"	\$9.56/hr (1)	09/20/10
Solis, Erin	"	"	09/13/10
Valadez, Odilon*	"	"	08/25/10
Vargas, Rosario*	"	"	09/25/10
Arredondo, Livier*	Intermediate Clerk	\$9.56/hr	09/25/10
Cortez, Rocio*	"	"	"
Gurrola, Edward	"	"	10/04/10
Ikpa, Matthew*	"	"	09/25/10
Moreno, Mary Helen*	"	"	09/21/10
Santana, Nancy*	"	"	09/25/10
Torres, Crystal*	"	"	"
Baez, Michael	Community Outreach Worker	\$9.99/hr	09/25/10
Hernandez, Cynthia	"	"	"
Rosales, Sergio	Account Technician II	\$10.77/hr	07/01/10
Lindsay, Jody	Program Assistant II	\$11.34/hr	09/01/10
Hernandez, Lilly	Secretary	\$11.34/hr	09/28/10
Avila, Vividiana	Student Affairs Technician	\$11.60/hr	07/01/10
Gonzalez, Ruben	"	"	"
Horton, Anabel	"	"	"
Valladares, Cuxan	"	"	"
Roca, Rey Paolo Ernesteo**	Instructional Aide II	\$13.45/hr (2)	09/13/10
Gray, Robert**	Program Facilitator	\$13.79/hr	10/20/10
McLennan, Erica*	"	"	08/16/10
Alvarez Macias, Jose	Student Affairs Assistant	\$13.79/hr	07/01/10
Llamas, Yuriria	"	"	"
Lopez, Leodomingo	"	"	"
Salazar, Deanna	"	"	"
Vega, Rosa	"	"	"
Flores Barragan, Luis **	Sports Supervisor	\$14.12/hr	10/06/10
Espinoza-Osnaya, Fabiola**	Vocational Education & Special Projects Assistant	\$16.41/hr	09/25/10

SHORT-TERM HOURLY EMPLOYMENT (AS NEEDED), VARIABLE HOURS PER DAY & DAYS PER WEEK, FOR A PERIOD NOT TO EXCEED JUNE 30, 2011 OR 175 TOTAL WORKDAYS, WHICHEVER OCCURS FIRST

Brown, Alma*	Community Education Specialist	\$29.15/hr	09/01/10
Roque, Tatiana	"	"	08/09/10
Trinh, Thann	"	"	"
Anaya, Jose**	Cont. Ed. Specialist (Business Tech.)	\$50.52/hr	09/13/10
Becerra, Mardell**	"	"	07/01/10
Chan, Judy**	Cont. Ed. Specialist (Health Occ.)	\$50.52/hr	09/07/10

CERRITOS COMMUNITY COLLEGE DISTRICT
MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
NOVEMBER 3, 2010

- I. CALL TO ORDER The meeting was called to order at 6:00 p.m. by Dr. Bob Hughlett, Board President. Those present were Mr. Bob Arthur, Dr. Ted Edmiston, Mr. Bob Epple, Dr. Bob Hughlett, Mr. Tom Jackson, Dr. Shin Liu and Mr. Felipe Grimaldo, Student Trustee. Dr. Tina Cho was not present. Others present were the President/Superintendent, Vice President of Academic Affairs, Vice President of Student Services, Vice President of Business Services, Interim Vice President of Human Resources, Faculty Senate President and a the CSEA President.
- II. PLEDGE OF ALLEGIANCE The flag salute was led by Dr. Barry Yousling, Cerritos College student.
- III. APPROVAL OF MINUTES A. It was moved by Mr. Arthur and seconded by Mr. Jackson to approve the minutes of the regular meeting of October 20, 2010. The vote for approval was unanimous (student advisory vote: aye).
- IV. INSTITUTIONAL PRESENTATIONS A. Dr. Lacy presented Trudy Dellimagine, Robin Preece and Chris Gomez with the Outstanding Classified/Confidential Employee Team Award for the month of September 2010.
- V. PUBLIC PRESENTATIONS
Paulo Amaral Paulo Amaral, former ASCC President, expressed appreciation toward the Board, faculty and staff at Cerritos College. He stated that he came to Cerritos College in January 2003. He spoke little English and with the support of individuals on campus he transferred to UC Berkeley and graduated at the top of his class.
- Chris Markowski Chris Markowski, Cerritos College student, requested that the college consider increasing the office space for the Veterans Resource Center. He stated that the center serves not only student veterans but faculty, spouses of faculty and children. He indicated that a mental health counselor speaks with individuals every Monday and AMVETS service workers provide assistance with disability claims. He shared information on the veteran's resource centers at surrounding community colleges and concluded by stating that many veterans will be returning to California from active duty in the next year. Dr. Lacy stated that the college is committed to increasing space for the Veterans Resource Center. She added that staff is currently awaiting the completion of the Physical Science and Technology building before additional space can be made available.
- VI. CONSENT AGENDA It was moved by Mr. Arthur and seconded by Dr. Edmiston to approve the consent agenda. The vote for approval and/or ratification of the following items was unanimous (student advisory vote: aye):
- A. Textbook Adoptions for Spring 2011, as attached.
- B. Stipends for Faculty Participating in the Basic Skills Projects for the Fall 2010 Semester, as attached.
- C. MOU with California Manufacturing Technology Consulting (CMTC), as attached.

- D. Centers of Excellence for Veteran Student Success Grant, as attached.
- E. Title V Grant – Hispanic Serving Institutions Habits of Mind Program – Year 2, as attached.
- F. California Community College Chancellor's Office Teacher Preparation Pipeline Grant, as attached.
- G. Budget Extensions and Budget Transfers, as attached.

H. Contracts:
Construction
AMENDMENT

- 1. Bayley Construction
 Facilities & Purchasing Complex
 Facilities

On October 21, 2009 the Board of Trustees awarded a contract to Bayley Construction for the Facilities & Purchasing Complex. Bayley Construction notified the District that a subcontractor listed in the bid document is unable to fulfill their contract obligation. Below is the name of the original subcontractor and the new subcontractor who will replace them.

<u>Subcontractor</u>	<u>Type of Work</u>
South Coast Industrial Door, Inc.	Overhead Colling Doors

The substitution of the subcontractor will not affect the completion date of the project and there is no additional cost to the contract for the substitution of the subcontractor.

Services
NEW

- 2. San Francisco Community College District
 California Early Childhood Mentor Programs
 Health Occupations

To implement Early Childhood Mentor Programs in community colleges. The District will be designated as a local coordinator to recruit and select experienced childcare providers and directors to be mentors. For period September 1, 2010 through June 30, 2011. No cost to the District.

- I. Employment of Temporary and/or Substitute Hourly Faculty Personnel, as needed for 2010-2011 Academic Year, as attached.
- J. Employment of Classified, Short-Term, Substitute, and/or Student Hourly Personnel, as attached.
- K. Request for 50% Unpaid Leave of Absence, as follows:
Smita Alves, Assistant Professor (Biology Department), effective January 10, 2011 through May 20, 2011
- L. Request for Unpaid Leave of Absence, as follows:
Linda Isai, Program Facilitator (CITE), effective December 6, 2010 through February 25, 2011
- M. Establishment of New Management Position: Director of Community Advancement, as attached.

- VII. ADMINISTRATIVE MATTERS
- A. As information, the Board book contained College Coordinating Committee Minutes for October 11, 2010.
- VIII. REPORTS
- A. Board of Trustees
 Dr. Edmiston indicated that he attended the LACSTA annual meeting where information was shared regarding the state budget. He stated that a number of chambers of commerce have begun holding joint meetings. He stated that the Chamber Leadership Breakfast held at the college on October 22 was informative and concluded by stating that he is pleased to be a part of collaborative efforts.
- Dr. Hughlett stated that he also enjoyed the Chamber Leadership Breakfast and is pleased to see the college facilitating community action. He stated that the K-12 Partners in Education Joint meeting on November 2 was an upbeat meeting with good discussion.
- Mr. Grimaldo stated that many students are looking forward to the ASCC Leadership Conference in January. He concluded by stating that the Halloween costume contest had a high turnout and was a great event.
- B. Faculty and Staff Leadership
 Ms. Moore stated that there are strict timelines pertaining to SB 1440 and added that faculty members are currently developing degree programs for the Board's consideration in Spring 2011.
- C. President/Superintendent and Vice Presidents
 Dr. Johnson distributed a flyer for the "All Majors Fair" on November 4 where students can speak to faculty and staff to learn more about the variety of majors offered on campus. He stated that the LINC Student Luncheon had an excellent turnout. He also stated that a number of staff members from DSPS attended the recent CAPED conference.
- Mr. El Fattal shared information that he received at the Chancellor's Office Budget Workshop. He stated that the \$19.3 billion budget gap was filled by anticipated increased revenues and spending cuts. He indicated that mid-year budget cuts are likely and the Legislative Analyst's Office has stated that many of the budget solutions are one-time solutions. He indicated that there will be \$16.6 million in deferrals for the college which will greatly affect cash flow.
- Dr. Lacy stated that she has been pleased to see a heavy focus on student success at Cerritos College. She applauded faculty for attending the iFALCON Workshop on Friday, October 29. She stated that guest speaker Kathleen Gabriel shared a lot of useful information about teaching underprepared students. Dr. Lacy indicated that the K-12 Partners in Education Joint meeting was a success and added that collaborative efforts have been very positive. She concluded her report by stating that the Alondra Blvd. Drop-Off opened today and although there are still a few issues to address, the turnout is a much safer and efficient drop-off location.
- IX. CLOSED SESSION
- The Board adjourned to closed session at 6:40 p.m.

- X. RECONVENE The Board reconvened at 7:52 p.m.
- XI. ADJOURNMENT The meeting was adjourned at 7:52 p.m.
- XII. NEXT SPECIAL MEETING The next special meeting of the Board of Trustees is scheduled for Wednesday, November 17, 2010 at 6:00 p.m.
- XIII. NEXT REGULAR MEETING The next regular meeting of the Board of Trustees is scheduled for Wednesday, December 8, 2010 at 6:00 p.m.



Dr. Bob Hughlett, Board President



Bob Arthur, Board Secretary

**CERRITOS COLLEGE
TEXT ADOPTION REQUESTS FOR SPRING 2011**

COURSE NAME	COURSE NUMBER	TITLE OF TEXT	PRICE	PUBLISHER	EDITION	*	PRIOR TEXT ADOPTED
Cinematography	TH 158	The Camera Assistant's Manual	\$49.95	Focal Press-Elsevier	5 th	N	New
Motion Picture Production	TH 254	Filmmaker's Guide To Final Cut Pro	\$34.95	Focal Press-Elsevier	2 nd	N	New
Advanced Motion Picture Production	TH 254	Directing: Film Techniques & Aesthetics	\$51.95	Focal Press-Elsevier	4 th	N	New
Motion Picture Editing	TH 193	The Technique of Film & Video Editing	\$44.95	Focal Press-Elsevier	1 st	N	New
Advanced Production	TH 254	The Technique of Film & Video Editing	\$44.95	Focal Press-Elsevier	1 st	N	New
Advanced Editing	TH 293	The Technique of Film & Video Editing	\$44.95	Focal Press-Elsevier	1 st	N	New
Advanced Motion Picture Editing	TH 293	Compression For Great Video & Audio	\$49.95	Focal Press-Elsevier	1 st	N	New
Motion Picture Production	TH 153	Directing The Story	\$39.95	Focal Press-Elsevier	4 th	N	New
Storyboarding/Graphic Novel Illustration	ART 114	Directing The Story	\$39.95	Focal Press-Elsevier	4 th	N	New
Motion Picture Production	TH 153	Audio Postproduction For Film & Video	\$44.95	Focal Press-Elsevier	2 nd	N	New
Motion Picture Editing	TH 193	Audio Postproduction For Film & Video	\$44.95	Focal Press-Elsevier	2 nd	N	New

000204

N/A

Motion Picture Editing	TH 193	Final Cut Pro Workflows: Independent Studio Handbook	\$31.95	Focal Press-Elsevier	2 nd	N	New
Cinematography	TH 158	DSLR Cinema	\$39.95	Focal Press-Elsevier	1 st	N	New
Advanced Production	TH 254	DSLR Cinema	\$39.95	Focal Press-Elsevier	1 st	N	New
Motion Picture Production	TH 153	Film Directing Fundamentals	\$36.95	Focal Press-Elsevier	1 st	N	New
Motion Picture Production	TH 153	Voice And Vision: A Creative Approach To Narrative Film & DV Production	\$51.95	Focal Press-Elsevier	1 st	N	New
Motion Picture Production	TH 153	Perception & Imaging	\$39.95	Focal Press-Elsevier	1 st	N	New
Philosophy of The Americas	Philosophy 108	Latin American Philosophy for The 21 st Century	\$22.78	Prometheus Book	1 st	N	New
Philosophical Reasoning	Philosophy 103	Society, Ethics, and Technology	\$70.25	Wadsworth/Cengage	4 th	N	New
Philosophy of The Americas	Philosophy 108	Color Conscious: The Political Morality of Race	\$16.98	Princeton University Press	1 st	N	New
Philosophy of The Americas	Philosophy 108	How It Is: The Native American Philosophy of V.F. Cordoba	\$17.15	The University of Arizona Press	1 st	N	New
Physical Anthropology	Anthropology 115	Biological Anthropology	\$125.00	Pearson	2 nd	N	New
History of Mexico	History 230	A Brief History of Mexico	\$13.57	Checkmark Books	4 th	N	New
Excel for Information Technology	CIS 151	New Perspectives on Microsoft Office Excel 2010: Comprehensive, 1 st Edition	\$89.00	TestOut Corporation	1 st	N	New
College Algebra	Math 114	College Algebra With Graphing Technology	\$139.00	McGraw Hill	3 rd	N	New

*: N = New R = Replacement

Presented to the Board of Trustees on November 3, 2010

Prices quoted are prices in effect on above date.

000205

CERRITOS COLLEGE

TO: Board of Trustees
FROM: Dr. Linda L. Lacy, President/Superintendent *LL*
REVIEWED BY: Mr. William C. Farmer, Vice President of Academic Affairs *WCF*
PREPARED BY: Dr. Francie Quaas-Berryman, Developmental Education Coordinator
DATE: November 3, 2010
SUBJECT: **Consideration of Approval of Stipends for Faculty Participating in the Basic Skills Projects for the Fall 2010**

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 Fall 2010 Semester.

OVERVIEW

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

ANALYSIS

During the Fall 2010 semester, faculty participated in a variety of projects designed to better prepare faculty to meet the needs of students with developmental skills and to integrate the iFalcon Habits of Mind strategies into the college culture. Innovative projects included continued workshops for adjunct faculty in English, Faculty training to assist student learning through math tutoring, ongoing training on teaching and learning strategies, and Faculty Inquiry Groups focused on building a stronger foundation of inter-institutional cooperation.

FINANCIAL IMPLICATIONS

No general funds will be used for these stipends. Basic Skills Initiative funds will be utilized for this expenditure. The following faculty members are to receive stipends:

Name	Amount
Becerra, Mardell	\$400.00
Cagnolatti, Damon	\$500.00
Carreon, Lora	\$2,000.00
Chatman, Rosanna	\$400.00
Conley, Angie	\$450.00
Edwards, Carrie	\$400.00
Fabish, David	\$500.00
Feldstein, Therese	\$2,000.00
George, Patty	\$450.00
Godwin, Susan	\$450.00
Grady, John	\$400.00
Greene, Chad	\$1,100.00

Havice, Sally	\$400.00
Huang, Fu-Ze	\$450.00
Hunt, Mary	\$400.00
Hurtado, Henrietta	\$400.00
Kayser, Lance	\$500.00
Lopez, Monica	\$400.00
Lovejoy, Nikki	\$1,100.00
Lykissas, Alexi	\$400.00
Miller, Alice	\$400.00
Motruk, Nina	\$400.00
Nicolas, Jean-Pierre	\$400.00
Nikdel, Mojdeh	\$450.00
O'Neil, Scott	\$450.00
Pham, Anh Mai	\$450.00
Pham, Viet	\$100.00
Robles, Martha	\$400.00
Rodriguez, Ana	\$400.00
Ronquillo, Jaclyn	\$400.00
Schendel, Kelly	\$500.00
Spradlin, Nancy	\$100.00
Sterling, Merrick	\$450.00
Sugihara-Cheetham, Joann	\$1000.00
Tashima, John	\$500.00
Trammell, Cynthia	\$400.00
Waldman, Linda	\$400.00
Ward, Debra	\$400.00
Wiggins, Lynell	\$400.00
Worrel, Dara	\$450.00

CERRITOS COLLEGE

TO: Board of Trustees
FROM: Dr. Linda L. Lacy, President/Superintendent *LL*
REVIEWED BY: William Farmer, Jr., Vice President/Assistant Superintendent *W.F.*
PREPARED BY: Nick ~~Kramer~~, Executive Dean Community, Industry and Technology Education
DATE: November 3, 2010
SUBJECT: **Consideration of Approval of MOU with California Manufacturing Technology Consulting (CMTC)**

RECOMMENDATION

It is recommended that the Board of Trustees approve the signing of MOU with California Manufacturing Technology Consulting (CMTC) for fiscal year 2010-2011.

OVERVIEW

CMTC receives federal funding to operate a Manufacturing Extension Partnership. The College in turn assists CMTC in related outreach and training activities.

ANALYSIS




The College will provide outreach to manufacturing firms in the Southern California area. The purpose of the outreach is to make the manufacturing community aware of the services of CMTC and the College's contract education program as well as generate new contracts for training and technical services. CMTC will provide an Account Manager (at no cost to the District) who would be responsible for marketing the services of CMTC and the College. In addition, CMTC gives access to funds (such as Employment Training Panel) which pay the college's costs when providing customized training to area businesses. The term of this MOU shall be from July 1, 2010 through June 30, 2011.

FINANCIAL IMPLICATIONS

The College will assist CMTC in meeting the match requirements of its federal grant from the National Institute of Standards and Technology (NIST). The College will identify up to \$4 million in match (in-kind) for the fiscal year from existing instructional expenses and the value of contracts and grants generated. No additional expenditure of general funds is required.

000208

CERRITOS COLLEGE

TO: Board of Trustees
FROM: Dr. Linda L. Lacy, President/Superintendent 
REVIEWED BY: Dr. Stephen Johnson, Vice President of Student Services 
PREPARED BY: Nancy L. Montgomery, Project Facilitator Veterans Resource Center 
DATE: November 3, 2010
SUBJECT: **Centers of Excellence for Veteran Student Success Grant**

RECOMMENDATION

It is recommended that the Board of Trustees approve the acceptance of the Veteran Student Success Grant which will run from 10/01/2010-09/30/2013.

OVERVIEW

The proposed project is designed to support student veteran success by establishing a single point of contact to coordinate comprehensive support services for student veterans and by monitoring the rates of student veteran enrollment, persistence, and completion to effectively support the success of veterans in achieving educational and career goals while attending Cerritos College.

ANALYSIS

Returning veterans are a growing underserved population at college campuses. An increasing enrollment in two-year college campuses around the country is challenging the colleges to meet the educational and support needs of veterans. At Cerritos College, student veterans are currently provided with a number of programs and services, but the campus lacks a cohesive design for serving the population. The overarching program goal is the increase of institutional capacity to provide veterans with educational and support services for achievement of their academic goals, retention in school, increase in success and completion rates, and fostering of a veteran-friendly culture in the campus community. To accomplish this the grant provides for: 1) development of a campus one-stop Veterans Resource Center; 2) networking of new and existing campus educational and support services integrated into a single, unified programmatic offering; and 3) collaboration with external partners to further develop program capacity and scope.

FINANCIAL IMPLICATIONS

Cerritos College will receive \$392,423 from the U.S. Department of Education over a three year grant period to be used as designated in the grant.

CERRITOS COLLEGE

TO: Board of Trustees
FROM: Dr. Linda L. Lacy, President/Superintendent *LL*
REVIEWED BY: William C. Farmer, Vice President of Academic Affairs *WCF*
PREPARED BY: Dr. Stephen Clifford, Professor of English/Program Director Title V Grant *SPC*
DATE: November 3, 2010
SUBJECT: **Consideration of Approval of Grant [Title V –Hispanic Serving Institutions Habits of Mind Program - Year 2]**

RECOMMENDATION

It is recommended that the Board of Trustees approve the acceptance of the grant award for Cerritos College in the amount of \$520,621.00.

OVERVIEW

Cerritos College has been awarded \$520,621.00 for the second year of a five-year Title V –Hispanic Serving Institutions Habits of Mind program from the U. S. Department of Education. The purpose of Cerritos College's portion of this project is to engage students at all levels of the college community in developing the 6 habits of mind in the iFALCON acronym that lead to academic success.

The fifth year of the grant will be completed on September 30, 2014.

ANALYSIS

Cerritos College's award for this Title V –Hispanic Serving Institutions program grant of \$520,621.00 will support continuing development and piloting of various pedagogical and professional activities as defined in the original grant award letter that will ultimately have a significant impact on students in program retention, persistence, and completion as measured by year-to-year ARCC data, and by qualitative and quantitative measures gathered by the grant's external evaluator.

CERRITOS COLLEGE

TO: Board of Trustees
FROM: Dr. Linda Lacy, President/Superintendent *LL*
REVIEWED BY: William C. Farmer Jr., Vice President of Academic Affairs *WCF*
PREPARED BY: Sue Parsons, Director of Teacher TRAC and Learning Communities *SP*
DATE: November 3, 2010
SUBJECT: **Consideration of Acceptance of the California Community College Chancellor's Office 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, which will run from the time the Chancellor's signature page is received to September 30, 2011. The intended funding cycle was October 1, 2010 to September 30, 2011 but was delayed due to the delay in the approval of the state budget.

OVERVIEW

The proposed project is intended to address the need for career technical teacher/educators at the secondary and community college level.

ANALYSIS

The Teacher TRAC, CTE Pathways teacher preparation model continues to build upon the relationships, rigor and relevance needed to recruit and prepare qualified CTE teachers. Three distinct populations are targeted in this program: high school students, college students, and incumbent workers. Teacher TRAC CTE Pathways provides preparation pathways in four career sectors: 1) automotive, 2) woodworking, 3) welding, and 4) education (secondary, post-secondary, and Early Childhood).

The following goals will be targeted in the 2010-11 program year:

1. Increase the numbers of students who complete teacher preparation pathways in a math or science based CTE industry.
2. Enhance Teacher TRAC and Early Childhood Education (ECE) pathways by emphasizing math and science content.
3. Develop and foster a community of practice among teachers, cultivating contextualized curriculum.
4. Strengthen student development mechanisms to ensure retention of Teacher TRAC, CTE Pathways students.

FINANCIAL IMPLICATIONS

The Cerritos College Teacher TRAC Program will receive \$225,000 to continue development, enhancement, and refinement of the career technical education teacher pathway program with an emphasis on mathematics and science preparation. No District funds will be expended. No grant funds will be expended until official Chancellor's signature forms have been received.

000211

**CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE**

1102 Q STREET
SACRAMENTO, CA 95814-6511
(916) 445-8752
[HTTP://WWW.CCCCO.EDU](http://www.cccco.edu)

**VIA EMAIL**

DATE: June 10, 2010

TO: Chief Executive Officers
2010-11 CTE-TPP Eligible District Project Directors

FROM: Barry A. Russell, PhD.,
Vice Chancellor, Academic Affairs

SUBJECT: Intent to Award 2010-11 Career Technical Education - Teacher Preparation Pipeline [CTE-TPP] Grants

Notification: This memorandum is formal notification of intent to award 2010-11 CTE-TPP grants. The outcome of the 2010-11 CTE-TPP grant competition is listed below.

Process: The district/college Request for Applications [RFA] submitted to the Chancellor's Office were reviewed, competitively scored, and ranked by grant readers in compliance with Chancellor's Office Grant and Contract procedures.

Protest: Districts have ten (10) business days, until **July 1, 2010**, to submit a letter of protest. Please refer to the *Grants and Contracts Guidelines, Section 3470*, for information on correctly filing a protest. If a protest is submitted during this period, the proposed grants will not be awarded until the protest is resolved. The protest must specify the grounds of appeal and must be based on the process and/or procedures used in the review and recommendation of applications for awards.

Revisions: Chancellor's Office staff may contact districts for technical changes that are needed to complete the execution of the grant agreement (revisions must be received and approved before the grant can be processed for funding).

Executed Grant Agreement: The 2010-11 CTE-TPP grants will not go into effect until: 1] the 2010-11 California State Budget is signed by the Governor, 2] approved by the California Community Colleges Chancellor's Office Board of Governors (refer to Article II, Provision 9 – Budget Concerns) and 3] Department of Finance approval and release of funds for the 2010-11 CTE Initiative Expenditure Plan. The Chancellor's Office will mail the grant agreement to the District Chief Executive Officer upon full execution.

Retention of Records: For audit purposes, funded districts/colleges **must retain** the following documentation for five (5) years; 1) Request for Application 2) Grant Legal Terms and Conditions and 3) Executed Grant Agreement. Collectively these items, as well as other subsequent substantiating documentation, constitute a legally binding agreement.

Action/Date Requested: Please provide your College Project Director and Proposal Writer with a copy of this memorandum. If you have questions or concerns, please contact Stephanie Ricks-Albert at (916) 323-3093 or sricksal@cccco.edu

Outcome of 2010-11 CTE-TPP Competitive Grant Competition:

1. **Funded (F)** – Grant recommended for funding.
2. **Eligible Not Funded (ENF)** – Grant received passing score but total funds available expended.
3. **Not Eligible (NE)** – Grant score below minimum passing designation [75 points].
4. **Not Scored (NS)** – Grant rejected prior to reading based upon RFA specifications.

Grant #	College	District	Amount Requested	Amount Awarded	Grant Balance	Award Status
10-090-001	Cabrillo	Cabrillo CCD	225,000	27,066	\$1,972,934	F
10-090-002	Canyons, College of the	Santa Clarita CCD	225,000	225,000	\$1,747,934	F
10-090-003	Cerritos	Cerritos CCD	225,000	225,000	\$1,522,934	F
10-090-004	Cuyamaca	Grossmont-Cuyamaca CCD	224,999	224,999	\$1,297,935	F
10-090-005	Cypress	North Orange Co. CCD	224,640	224,640	\$1,073,295	F
10-090-006	El Camino	El Camino CCD	199,900	199,900	\$873,395	F
10-090-007	Rio Hondo	Rio Hondo CCD	223,584	223,584	\$649,811	F
10-090-008	Saddleback	South Orange Co. CCD	225,000	225,000	\$424,811	F
10-090-009	San Francisco, City College of	San Francisco CCD	199,811	199,811	\$225,000	F
10-090-010	West Hills Lemoore	West Hills CCD	225,000	225,000	\$0	F
	San Joaquin Delta	San Joaquin Delta CCD	203,789			ENF
	Irvine Valley	South Orange Co. CCD	225,000			ENF
	Mt. San Antonio	Mt. San Antonio CCD	225,000			ENF
	Mt. San Jacinto	Mt. San Jacinto CCD	217,000			ENF
	Moorpark	Ventura County CCD	150,000			NE

Key Project Dates:

Project Commencement: October 1, 2010
 Quarter 1 Report: January 31, 2011
 Quarter 2 Report: April 30, 2011
 Quarter 3 Report: July 31, 2011
Project Conclusion: September 30, 2011
 Final Report: October 31, 2011

cc: District Chief Business Officer
 State Project Monitor
 Audit File
 State Grants/Contracts Coordinator

BUDGET TRANSFERS FOR NOVEMBER 3, 2010

39.0 FUND-OTHER SPECIAL REVENUE FUND

FROM

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	72,500
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	5,000
OTHER CONTRACT EXPENSES AND SERVICES	\$	
CAPITAL OUTLAY	\$	
TOTAL	\$	77,500

TO

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	(77,500)
CAPITAL OUTLAY	\$	
OTHER OUTGO	\$	
TOTAL	\$	(77,500)

Transfers: Between object codes

Self Balancing: No effect on ending balance

Number of Transfer Requests: One (1)

Divisions/Departments/Programs:

Community Education

APPROPRIATION TRANSFER ANALYSIS FOR NOVEMBER 3, 2010

Revenue Budget

00000.0-00300-02220-8890-6120000 (01.0 Fund)	\$	16,500
Local-Library & Learning Resource Center		
To allocate income for periodicals and supplies		
00000.0-00000-72000-8130-0000000 (01.3 Fund)		33,276
Fed-Family Literacy-WIA		
To allocate income of salaries and associated fringe benefits, textbooks, supplies, travel and conference, advertising		
00000.0-00000-71120-8150-6460000 (01.3 Fund)		<u>22,631</u>
Fed-Title IV Admin Cost Allow		
To allocate income of salaries and associated fringe benefits, membership, contract services, advertising, finger printing, equipment		
Total Revenue Budget	\$	<u><u>72,407</u></u>

FACULTY HOURLY - BUSINESS EDUCATION

New Hires

Name		Discipline	Salary Placement	Rate
Zimmerman	Dean	Paralegal	A1	48.83

FACULTY HOURLY - LIBERAL ARTS

New Hires

Name		Discipline	Salary Placement	Rate
Buchanan	Elizabeth	Reading	A1	48.83

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

CLASSIFIED EMPLOYMENT

Coordinator of Student Activities @45-3 (\$5,143.00 per month) effective November 8, 2010:
Amna Jara (Student Activities)

SHORT-TERM HOURLY EMPLOYMENT (AS NEEDED), VARIABLE HOURS PER DAY & DAYS
PER WEEK, FOR A PERIOD NOT TO EXCEED JUNE 30, 2011 OR 175 TOTAL WORKDAYS,
WHICHEVER OCCURS FIRST

Macias, Tracy	Aide-General (Clerical)	\$8.00/hr	09/25/10
Lopez, Jose	Aide-General (Laborer)	\$8.00/hr	08/16/10
Howard, Jocelyn** Jimenez, Stephanie**	Aide-General (Traffic Control Officer) "	\$8.00/hr "	09/27/10 "
Nunez, Alejandro Sakurai, Lester	Aide-Special (Tutor) "	\$8.00/hr (1) "	10/01/10 10/18/10
Feliciano, Kenia*	Financial Aid Clerk	\$9.31/hr	09/25/10
Gomez, Jocelyn* Gonzales, Janika* Hackworth, Joshua* Rayas, Cristabel*	Instructional Aide I " " "	\$9.56/hr " " "	10/18/10 08/01/10 10/18/10 10/01/10
Gonzalez, Claudia* Santana, Nancy* Ybarra, Casandra**	Intermediate Clerk " "	\$9.56/hr " "	10/11/10 11/25/10 10/04/10
Giron, Ken Kim, Felix Laurant, Shuntece Martinez, Jeanette Medallo, Aljen Meiloaica, Monica Rodriguez, Christopher Samson, Beau Singh, Gurshan Sisneros, Jesse	Outreach Worker " " " " " " " " " "	\$9.07/hr " " " " " " " " "	10/01/10 " " " " " " " " "
Arriaga, Sergio**	Program Assistant II	\$11.34/hr	09/25/10
Lawton, Brandie*	Fine Arts Specialist	\$11.77/hr	09/27/10
Lopez, Leodomiro* Salazar, Deanna*	Student Affairs Assistant "	\$13.79/hr "	09/25/10 "

* Categorically Funded

** Specially Funded

Presented to the Board of Trustees 11/03/10

SHORT-TERM HOURLY EMPLOYMENT (AS NEEDED), VARIABLE HOURS PER DAY & DAYS PER WEEK, FOR A PERIOD NOT TO EXCEED JUNE 30, 2011 OR 175 TOTAL WORKDAYS, WHICHEVER OCCURS FIRST

Schmidt, Michael	Cont. Ed. Specialist (Arts & Crafts)	\$22.45/hr	10/01/10
Crain, Diana*	Community Educations Specialist	\$29.15/hr	09/01/10
Moore, Debra	"	"	08/01/10
Romero, Laura	"	"	"
Sanchez, Marisol*	"	"	09/25/10
Tanner, Desiree	Aide-Special (Interpreter IV)	\$33.50/hr	11/01/10

CERRITOS COLLEGE

TO: Board of Trustees

FROM: Dr. Linda L. Lacy, President/Superintendent *lll*

REVIEWED BY: Victor Collins, Interim Vice President of Human Resources *VC*

PREPARED BY: Cynthia Convey, Manager of Employment Services/
Faculty and Staff Diversity Officer *CC*

Nick Kremer, Executive Director of C.I.T.E. *Kremer by CC*

DATE: November 3, 2010

SUBJECT: **Consideration of Approval of Establishment of New Management Position:
Director of Community Advancement**

RECOMMENDATION

It is recommended that the Board of Trustees approve the establishment of a new self-supporting classified management position, Director of Community Advancement, as attached.

OVERVIEW

There is a need to establish a classified management position and salary grade for the position of Director of Community Advancement to meet the District's needs in the development of a workforce develop plan and to oversee the current grants and workforce development training programs.

ANALYSIS

The Department, which has handled customized contract and grant-funded training, has broadened its focus in the last year. During recent fiscal years, the Department generated approximately \$500,000 annually by providing educational services in the workplace through grants and employer-funded training. These funds supported the Department and assisted in the development of training.

Due to the current and continuing economic condition, it is necessary for the Department to forge relationships and partnerships with local cities, workforce boards, business organizations and economic development groups to address the level of unemployment and the need for training in that growing sector. The Department has identified this need for industry training through analysis of data and the growing demand for educational services from these sources.

The attached job description has been developed to establish a new classified management position, Director of Community Advancement, Grade 11 (\$7,299.00 — \$8,280.00) on the Management Salary Schedule. This job description reflects the duties and responsibilities needed by the District to define and develop a workforce and training development plan, manage existing programs and maintain, develop and expand new programs in growth areas. The position will continue to ensure that the Department remains self-supporting.

FINANCIAL IMPLICATIONS

The annual cost of the position with salary and benefits is estimated in the range of \$119,378.90 — \$133,517.06. C.I.T.E. has \$500,000.00 in funds generated from grants and training which, combined with current and new contracts, will support this position and the Community Advancement program for a period of at least two years. If the incumbent manager is not able to generate revenue to further support the program in that period, the position may be discontinued.

CERRITOS COMMUNITY COLLEGE DISTRICT

PROPOSED JOB DESCRIPTION

CLASSIFICATION: Director of Community Advancement

GRADE: 11 (Management Salary Schedule)

DATE APPROVED:

XX/XX/XX

DEFINITION

Under the general direction of the Executive Dean of Communication, Industry and Technology Education (CITE), the Director of Community Advancement plans, organizes, directs, participates in, markets and assesses the development and implementation of workforce development and training projects and services which are consistent with the District's philosophy, mission and goals. The Director fosters cooperative working relationships with governmental agencies, private businesses, and workforce and community organizations to generate workforce development and training opportunities. The Director supervises and evaluates assigned personnel and operates the department within the assigned budget. The Director is responsible for developing external funding resources, such as grants and contracts, to support departmental activities and performs other related duties as assigned.

DUTIES AND RESPONSIBILITIES

1. Conduct surveys and studies to gather data; conduct analyses of current projects; and collect data and information regarding trends in labor and business to develop a unit plan, consistent with the District's Educational Master Plan, which guide the department's activities. Develop workforce and training programs and services.
2. Provide leadership in working with corporate partners, workforce and economic development agencies, community leaders and organizations and District personnel to maintain and develop training and service projects offered to business and industry partners and enhance and develop the workforce and economic development components of the District's Educational Master Plan.
3. Develop and maintain relationships and partnerships with the Chancellor's Office, state community colleges, local businesses, workforce and economic development agencies, community groups and organizations to develop, provide and coordinate training needs.

- Act as District liaison between college personnel and external partners to ensure that relationships are successful.
4. Monitor changes in laws, regulations and technology that may impact District or industry operations; propose District plans and policy in appropriate areas to ensure currency in District practices.
 5. Provide leadership and support for the acquisition of grants, contracts, special and/or external funding and gifts for institutional programs and services.
 6. Assist in the selection of staff. Supervise, train and evaluate department staff.
 7. Market, manage and supervise District training, programs and services. Develop and promote presentations, events and activities which assist in marketing.
 8. Negotiate contracts with external partners within the parameters defined by the District.
 9. Generates sufficient revenue to deliver programs and services and to sustain the appropriate staffing level.
 10. Manage and maintain grant and contract budgets. Prepare reports; meet deadlines; and maintain program data, files, resources and materials.
 11. Provide input for the development of the departmental budget and ensure that the department operates within assigned budget.
 12. Maintain and enhance facilities, equipment, and supplies assigned the areas.
 13. Certifies payrolls for assigned academic, classified, and hourly personnel.
 14. Performs other related duties as assigned.

EDUCATION AND EXPERIENCE

REQUIRED:

1. Minimum of a Bachelor's Degree in a related field from an accredited college or university.

2. Minimum of two years of formal training, internship, or leadership experience reasonably related to this administrative assignment.

PREFERRED:

1. Master's Degree from an accredited college or university.
2. Successful experience in generation of alternative forms of revenue.
3. Experience providing customized training in industry.

KNOWLEDGE, SKILLS AND ABILITIES

1. Knowledge and understanding of the philosophy and objectives of the community college.
2. Ability to lead, develop, supervise and evaluate personnel.
3. Demonstrated understanding, sensitivity and commitment to meeting the needs of the diverse ethnic, cultural socioeconomic, and disability background of the students and community population.
4. Ability to establish and maintain effective working relationships with internal and external populations.
5. Ability to effectively communicate orally and in writing with faculty, staff, students and the public.

PHYSICAL REQUIREMENTS OF THE POSITION

The position requires the ability to sit at a desk for extended periods of time but also to locate to multiple locations to accomplish work. Requires manual and finger dexterity to use a personal computer keyboard and other common office equipment. Requires sufficient visual acuity to read and recognize printed materials, and view computer screens. Requires speech and hearing ability to project voice to small and large audiences, carry on telephone conversations, hear and grasp verbal communications and equipment prompts. Requires the ability to work a flexible work schedule.

CONDITIONS OF EMPLOYMENT

This is a self-supporting position, and employment is contingent on categorical funding and revenue generated from customized training and grants.

CERRITOS COMMUNITY COLLEGE DISTRICT
MINUTES OF THE SPECIAL MEETING
OF THE BOARD OF TRUSTEES
NOVEMBER 17, 2010

- I. CALL TO ORDER The meeting was called to order at 6:00 p.m. by Dr. Bob Hughlett, Board President. Those present were Mr. Bob Arthur, Dr. Tina Cho, Dr. Ted Edmiston, Mr. Bob Epple, Dr. Bob Hughlett, Mr. Tom Jackson, Dr. Shin Liu and Mr. Felipe Grimaldo, Student Trustee. Others present were the President/Superintendent, Vice President of Academic Affairs, Vice President of Student Services, Vice President of Business Services and Interim Vice President of Human Resources.
- II. PLEDGE OF ALLEGIANCE The flag salute was led by Mr. Grimaldo.
- III. PUBLIC PRESENTATIONS
Ehab Maamoun Ehab Maamoun, Owner of EMAE International, stated that his company is a general contractor who successfully completed the Transportation Technology building, ramp projects on campus and is currently working on the Physical Science and Technology building. He stated that EMAE has sustained damages from the PST building project as outlined in a claim submitted October 27. He proposed that the District consider participating in a mediation rather than going through costly litigation.
- IV. ADMINISTRATIVE MATTERS
- A. It was moved by Mr. Arthur and seconded by Mr. Grimaldo to approve the following contract item:
Training
NEW
1. Airstreams Renewables, Inc.
Wind Turbine Safety Training
Community, Industry & Technology Education
To provide wind turbine safety training to Upwind Solutions. For period November 18, 2010 through October 31, 2012. Airstreams Renewables, Inc. will receive \$160,000 for five 80-hour training sessions. Funds are being provided by the Employment Training Panel (ETP) through a contract with CMTC with no cost to the District.
- B. It was moved by Mr. Arthur and seconded by Mr. Epple to approve to enter into an agreement with a recommended program management/construction management (PM/CM) firm for the District's facilities construction program, as attached. Mr. El Fattal indicated that after an extensive search process and reference checks, a recommendation has been made to select Tilden-Coil Constructors, Inc. He stated that the company has a solid financial background and added that clients he spoke with praised Tilden-Coil on its integrity and responsiveness to customer needs. Mr. Arthur asked about voids in the organizational charts in the company's proposal. Dayne Brassard, Business Development Director of Tilden-Coil replied that lower level positions will be filled once Tilden-Coil begins work with the college to ensure a good fit. Mr. Arthur inquired about projects that are currently underway and the transition process at the college. Mr. Brassard replied that Tilden-Coil will review all projects and work closely with the college as well as Bovis Lend Lease to ensure a smooth transition. Dr. Hughlett asked when work would begin with Tilden-Coil. Mr. Brassard replied that work would begin within a few days and that a project leader will prioritize projects and create a staffing plan. Following additional discussion and questions, the vote for approval was unanimous.

- C. Per Government Code Section 54954.2, it was moved by Mr. Epple and seconded by Mr. Arthur to consider the following emergency agenda item:

Consideration of Approval to Extend the Interim Management Agreement with Bovis Lend Lease, Inc. for the Interim Management of Specified Projects, as attached.

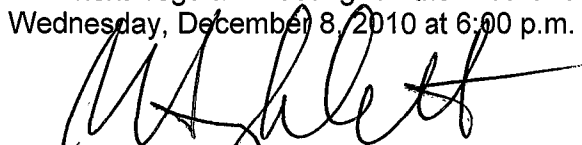
The vote for approval was unanimous. It was then moved by Mr. Jackson and seconded by Dr. Edmiston to approve the agenda item as listed above. The vote for approval was unanimous.

V. ADJOURNMENT

The Board adjourned the meeting at 6:34 p.m.

VI. NEXT MEETING

The next regular meeting of the Board of Trustees is scheduled for Wednesday, December 8, 2010 at 6:00 p.m.



Dr. Bob Hughlett, Board President



Bob Arthur, Board Secretary

CERRITOS COLLEGE

TO: Board of Trustees
FROM: Dr. Linda L. Lacy, President/Superintendent *LL*
REVIEWED BY: David El Fattal, Vice President of Business Services *DEF*
DATE: November 17, 2010
SUBJECT: **Consideration of Approval to enter into an Agreement with a recommended Program Management/Construction Management (PM/CM) firm for the District's Facilities Construction Program.**

RECOMMENDATION:

It is recommended that the Board of Trustees authorize the Vice President of Business Services to finalize and enter into a Contract on behalf of the District for Tilden-Coil Constructors, Inc. (Tilden-Coil) to provide PM/CM services, which may begin prior to the next regularly scheduled board meeting of December 8, 2010, for the District's facilities construction program with said contract to be for a term of not more than five (5) years, with Program Management services not to exceed a lump sum contract price of \$3,250,000 and with Construction Management services not to exceed 4.9% of Project construction costs for any assigned Project.

OVERVIEW:

On August 26, 2010, District staff commenced advertising the District's Request for Proposals (RFP) from Program Management/Construction Management (PM/CM) firms to provide PM/CM services for the District's bond funded and state funded facilities construction program.

ANALYSIS:

Through the RFP process the District received a total of eight PM/CM proposals. The District's RFP Selection Committee, which consisted of ten employees, reviewed and analyzed these proposals, then identified and interviewed the four most qualified firms. At the conclusion of this round of interviews, the RFP Selection Committee identified the top two qualified firms. Next, the District's Vice President of Business Services and Director of Physical Plant met with the two finalist firms in a second interview and expansive discussion of the District's requirements. Further, the Vice President of Business Services conducted extensive reference checking of each firm's current and previous project experience at educational institutions including K-12 and community college districts. Upon concluding the RFP process, Tilden-Coil has been identified as the most qualified firm to provide PM/CM services for the District's construction program. The current proposal from Tilden-Coil is to provide Program Management Services to the District for a period of five (5) years at a fixed lump sum contract price of \$3,250,000. In addition, Tilden-Coil has proposed to provide Construction Management services, as assigned through individual Task Orders from the District, at a fee not to exceed 4.9% of Project construction costs for any assigned Project.

FINANCIAL IMPLICATIONS:

The cost of this Agreement is stated above. Funding will come from the GO Bond.

000225

CERRITOS COLLEGE

TO: Board of Trustees
FROM: Dr. Linda L. Lacy, President/Superintendent *ML*
REVIEWED BY: David El Fattal, Vice President of Business Services *DEF*
DATE: November 17, 2010
SUBJECT: **Consideration of Approval to extend the Interim Management Agreement with Bovis Lend Lease, Inc. for the interim management of specified projects**

RECOMMENDATION:

In order to avoid a lapse in PM/CM services for the District's many ongoing Projects and in order to promote the smoothest transition for the District to start receiving PM/CM services from Tilden-Coil Constructors, Inc., it is recommended that the Board of Trustees allow for a brief overlap in PM/CM services by extending the District's Interim Management Agreement with Bovis for a period of thirty (30) days from November 16, 2010 through and including December 15, 2010 at an additional lump sum cost of \$142,344.

OVERVIEW:

It is critical that Bovis Lend Lease continue to provide PM/CM services for various key projects on an interim basis.

ANALYSIS:

In April, 2006, the District entered into a Contract for Bovis Lend Lease, Inc. (Bovis) to provide PM/CM services for the District's bond funded and state funded construction program. Bovis continued to provide PM/CM services under that Contract until July, 2010. In July, 2010, the District entered into a separate Interim Management Agreement with Bovis whereby Bovis agreed to further provide PM/CM Services to the District through November 15, 2010. The District is now in the process of awarding a new PM/CM Contract to Tilden-Coil Constructors, Inc., who is expected to begin providing PM/CM services to the District not later than December 1, 2010.

FINANCIAL IMPLICATIONS:

The cost of this Agreement is stated above. Funding will come from the GO Bond.

CERRITOS COMMUNITY COLLEGE DISTRICT
MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
DECEMBER 8, 2010

I. CALL TO ORDER The meeting was called to order at 6:00 p.m. by Dr. Bob Hughlett, Board President. Those present were Mr. Bob Arthur, Dr. Tina Cho, Dr. Ted Edmiston, Dr. Bob Hughlett, Mr. Tom Jackson, Dr. Shin Liu and Mr. Felipe Grimaldo, Student Trustee. Mr. Bob Epple was not present. Others present were the President/Superintendent, Vice President of Academic Affairs, Vice President of Student Services, Vice President of Business Services, Interim Vice President of Human Resources, Faculty Senate President and the CSEA President.

II. PLEDGE OF ALLEGIANCE The flag salute was led by Mr. Grimaldo.

III. ORGANIZATIONAL A. Election of Officers

MEETING
President

Dr. Hughlett opened nominations for President of the Board of Trustees for 2011. It was moved by Mr. Arthur and seconded by Dr. Edmiston to nominate Tom Jackson to the office of President of the Board. It was moved by Dr. Edmiston to close the nominations. The vote was unanimous to elect Mr. Jackson as President of the Board of Trustees for 2011. On behalf of the Board, Mr. Jackson recognized Dr. Hughlett for his leadership as Board President during 2010.

Vice President

Mr. Jackson opened nominations for Vice President of the Board of Trustees for 2011. It was moved by Dr. Hughlett and seconded by Dr. Edmiston to nominate Bob Arthur to the office of Vice President of the Board. It was moved by Dr. Edmiston to close the nominations. The vote was unanimous to elect Mr. Arthur as Vice President of the Board of Trustees for 2011.

Secretary

Mr. Jackson opened nominations for Secretary of the Board of Trustees for 2011. It was moved by Mr. Arthur and seconded by Dr. Edmiston to nominate Dr. Shin Liu to the office of Secretary of the Board. It was moved by Dr. Edmiston to close the nominations. The vote was unanimous to elect Dr. Liu as Secretary of the Board of Trustees for 2011.

B. Regular Meeting Dates

It was moved by Mr. Arthur and seconded by Mr. Grimaldo to approve the regular meeting dates for 2011, as attached. Dr. Hughlett requested that the June 1 Board meeting be rescheduled to June 8 and the June 15 Board meeting be rescheduled to June 22. The vote for approval as amended was unanimous.

C. Election of Annual Representative to the Los Angeles County School Trustees Association for 2011

It was moved by Dr. Edmiston and seconded by Mr. Arthur to nominate Dr. Cho as the representative to the Los Angeles County School Trustees Association for 2011. The vote was unanimous.

- IV. APPROVAL OF MINUTES
- A. It was moved by Mr. Arthur and seconded by Mr. Grimaldo to approve the minutes of the regular meeting of November 3, 2010. The vote for approval was unanimous (student advisory vote: aye).
- B. It was moved by Mr. Arthur and seconded by Mr. Grimaldo to approve the minutes of the special meeting of November 17, 2010. The vote for approval was unanimous (student advisory vote: aye).
- V. INSTITUTIONAL PRESENTATIONS
Employee of the Month

Business Education Presentation
- A. Dr. Lacy presented Robin Preece with the Outstanding Classified Employee Award for the month of October 2010.
- B. Bob Livingston, Assistant Professor and Hy Finkelstein, Professor in the Business Education Department, made a presentation regarding open source textbooks and the Open Source Pilot Program currently underway at the college. Mr. Livingston indicated that there is a correlation between the use of open source textbooks and improving student retention. A group of students who participated in the pilot program were also present at the Board meeting and they shared their success stories with the Board.
- VI. PUBLIC PRESENTATIONS
Rosemarie Medina

Dara Yin
- Rosemarie Medina, Intermediate Typist Clerk and CSEA member, expressed frustration with the lack of progress in negotiations between CSEA and the District. She implored the Board to continue to provide health benefits for classified employees since other employee groups have been accommodated. She concluded by stating that classified employees go above and beyond to promote student success.
- Dara Yin, Cerritos College student, shared her success story as a student at Cerritos College. She thanked the numerous faculty members and administrators who continue to encourage her to succeed in school. She acknowledged the individuals in the CalWORKs program for their support and encouragement.
- VII. CONSENT AGENDA
- It was moved by Mr. Arthur and seconded by Dr. Edmiston to approve the consent agenda. Dr. Cho requested that Item VII.A be held and Mr. Arthur requested that Item VII.I be held for separate consideration. The vote for approval and/or ratification of the following items was unanimous (student advisory vote: aye):
- A. It was moved by Mr. Arthur and seconded by Dr. Hughlett to vote no on the Board Member Compensation Increase. The vote was unanimous and the item did not pass.
- I. It was moved by Mr. Arthur and seconded by Dr. Cho to approve Change Order #2 (Bid #0809-02), EMAE International, Classroom/Lab/Office Building 1 (Physical Science and Technology Building) , as attached. There was brief discussion regarding RFIs by the owner/architect. The vote for approval was unanimous.
- B. Acceptance of Gifts, as follows:
- Set of 182 "Woodsmith" magazines
Donated by: James L. Ach
4804-L La Villa Marina
Marina Del Rey, CA 90292

- Hardwood lumber – 156 board feet 8/4 beech, 24 board feet 4/4 beech

Donated by: *Strata Forest Products*
436 W. Rialto Ave.
Rialto, CA 92376

- C. Textbook Adoptions for Spring 2011, as attached.
- D. Agreement with El Camino College to be a Subgrantee for \$129,667, as attached.
- E. Perkins/VTEA Grant Honorarium, as attached.
- F. Receive and Deposit Incentive or Rebate Funds that Have Been Derived from Energy Related Rebate Programs, as attached.
- G. RFP #1011-03, RFP for Exclusive Soft Drink Rights, as attached.
- H. Bid #1011-01, Social Science Interior Upgrades – Re-Bid, as attached.
- I. This item was considered separately.
- J. Notice of Completion for Bid #0910-13, Alondra Blvd. Drop-Off, as attached.
- K. Resolution No. 10-15 Authorizing Board Members and Certain Employees of the Cerritos Community College District to Sign Documents for the Period January 1, 2011 through December 31, 2011, as attached.
- L. Resolution No. 10-16 Authorizing Certain Employees of the Cerritos Community College District to Approve Documents in the LACOE Financial System for the Period January 1, 2011 through December 31, 2011, as attached.
- M. Resolution No. 10-17 Authorizing the Vice President of Business Services, or Designee, to Execute/Amend Small Contracts Under \$25,000, as attached.
- N. Quarterly Fiscal Status Report for the Quarter Ending September 30, 2010, as attached.
- O. Budget Extensions and Budget Transfers, as attached.
- P. Contracts:
 - Services
 - NEW**
 - 1. Plannet
 - Campus Planning Technology Consultant
 - Facilities
 - To provide IT and audio visual planning for the campus. For period December 9, 2010 through June 30, 2015. The cost to the District will be based on PlanNet's hourly rates plus reimbursements with funding from the GO Bond.*

RENEWAL

2. Hall & Foreman

Topographic Surveying Services

Facilities

To continue to provide topographic surveying services as needed for campus-wide projects. The time period will be extended to June 30, 2012. The cost shall be based on hourly rates plus reimbursements.

3. tBP/Architecture

Architecture Services

Facilities

To continue to provide architecture services as needed for campus-wide projects. The time period will be extended to June 30, 2012 and the cost shall be based on hourly rates plus reimbursements.

4. Vangent, Inc.

Hope Scholarship & Lifetime Learning Credit

Fiscal Services

For the purpose of reporting the mandated information to the Internal Revenue Service regarding the Hope Scholarship & LifeTime Learning Credit, for the tax year 2010. For the Tax year of 2010. Total cost is approximately \$25,000.00.

Q. Employment of Temporary and/or Substitute Hourly Faculty Personnel, as needed for 2010-2011 Academic Year, as attached.

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

S. Request for Unpaid Leave of Absence, as follows:

Pamela Lewandowski, Instructor (Math Department), effective January 10, 2011 through May 20, 2011

T. Creation of a New Management Position, Revision of an Existing Job Description and Reclassification of an Employee, as amended.

VIII. ADMINISTRATIVE MATTERS

A. As information, the Board book contained College Coordinating Committee Minutes for October 11, 2010.

IX. REPORTS

A. Board of Trustees

Mr. Jackson thanked his colleagues for nominating him as Board President. He indicated that he attended a recital in Fine Arts and is always pleased to see what students can accomplish.

Mr. Grimaldo reminded the Board that the ASCC Awards Banquet will be held on Friday, December 10 and concluded by thanking Dr. Hughlett for being a great mentor as Board President.

B. Faculty and Staff Leadership

Ms. Moore indicated that a task force has been formed to discuss ways to offer better services to more students.

Ms. Laughon indicated that Ms. Medina is a passionate and loyal individual and added that she too is disappointed in the negotiations process. She stated that classified employees are a big part of student success. She concluded by stating that she doesn't believe it's fair to provide for some employee groups and not others.

C. President/Superintendent and Vice Presidents

Dr. Johnson indicated that a phone bank has been established to assist with the large volume of calls received prior to the spring semester.

Mr. Farmer stated that the college has approximately 15,800 FTES so far this year and added that the college will meet its FTES target. He indicated that the second summer session will be accounted for in the next fiscal year. He concluded by informing the Board that the college will begin recruitment for 21 faculty positions in the next year.

Mr. El Fattal indicated that Governor Schwarzenegger has declared a state of fiscal emergency.

Dr. Lacy stated that an informative article regarding the Veterans Resource Center was published in the Norwalk Community News publication. She attended the Nursing Pinning Ceremony on December 3 and added that it was an emotional event. She indicated that Governor-Elect Jerry Brown will review the state budget on January 10. She concluded by stating that Dr. Bryan Reece is geared up to do great things in his new position and she indicated that Rachel Mason is taking on the responsibilities of another division with grace and poise.

- X. CLOSED SESSION The Board adjourned to closed session at 7:40 p.m.
- XI. RECONVENE The Board reconvened at 9:26 p.m.
- XII. ADJOURNMENT The meeting was adjourned at 9:26 p.m.
- XIII. NEXT REGULAR MEETING The next regular meeting of the Board of Trustees is scheduled for Wednesday, January 19, 2011 at 6:00 p.m.



Tom Jackson, Board President



Dr. Shin Liu, Board Secretary

CERRITOS COLLEGE

TO: Board of Trustees
FROM: Dr. Linda L. Lacy, President/Superintendent *LL*
DATE: December 8, 2010
SUBJECT: **Consideration of Regular Meeting Dates of the Cerritos Community College District Board of Trustees**

RECOMMENDATION

It is recommended that the dates listed below be approved for the 2011 regular Board meetings.

OVERVIEW

Education Code Section 72002 requires every community college board to hold monthly meetings at such times as may be provided in the rules and regulations adopted by them. Meetings are scheduled to start at 6:00 p.m. unless otherwise noted.

ANALYSIS

The following dates for regular and study session meetings are suggested for 2011:

January 19, 2011	April 6, 2011*	June 15, 2011	October 5, 2011
February 2, 2011	April 20, 2011	July 6, 2011	October 19, 2011
February 16, 2011	May 4, 2011	August 10, 2011	November 2, 2011
March 2, 2011	May 18, 2011	September 7, 2011	December 7, 2011
March 16, 2011	June 1, 2011	September 21, 2011	

* Board Retreat

FINANCIAL IMPLICATIONS

No financial implication.

CERRITOS COLLEGE

TO: Board of Trustees
FROM: Dr. Linda L. Lacy, President/Superintendent //'
DATE: December 8, 2010
SUBJECT: Consideration of Approval of Board Member Compensation Increase

RECOMMENDATION

It is recommended that the Board of Trustees approve a 5% increase of the compensation of individual Board Members effective January 1, 2011 based on the present \$510.50 monthly rate of compensation.

OVERVIEW

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

ANALYSIS

At the December 10, 2008 Board meeting, the Board approved a 5% Board member compensation increase effective the first day of the month following successful completion of 2008-09 compensation negotiations with all employee groups. The 5% increase was made effective on January 1, 2010.

The fiscal impact of a positive vote will result in a 5% increase to the annual compensation of individual Board members ($\$510.50 \times .05 = \25.53 ; $\$510.50 + \$25.53 = \$536.03$ total monthly compensation).

FINANCIAL IMPLICATIONS

The annual cost of the increase is \$2,450.88 which will come from the General Fund.

**CERRITOS COLLEGE
TEXT ADOPTION REQUESTS FOR SPRING 2011**

COURSE NAME	COURSE NUMBER	TITLE OF TEXT	PRICE	PUBLISHER	EDITION	*	PRIOR TEXT ADOPTED
MS Windows Server Admin	CIS 213F	Managing and Maintaining a Server 2003 Environment	\$89.00	LabSim/Testout	1 st	N	New
Windows 2003 Active Dir	CIS 213J	Implementing a Server 2003 Active Directory Infrastructure	\$89.00	LabSim/Testout	1 st	N	New
Special Topic in Software Development	CIS 189D	Visual C# 2010 How To Program	\$122.00	Prentice Hall	4 th	N	New
PC Core Hardware A+ Certification	CIS 58B	A+ Practical Application 09 (LabSim 220-702)	\$89.00	TestOut Corp	1 st	N	New
Web Page Development	CIS 160	Dreamweaver CS5: The Missing Manuals	\$50.00	O'Reilly	7 th	N	New
Web Page Development	CIS 160	Adobe Flash Professional CS 5	\$39.49	Course Technology	1 st	N	New
Object Oriented Programming in C++	CIS 280	Big C++	\$90.00	Wiley	2 nd	N	New
Object Oriented Programming in C++	CIS 186	Introduction to Programming Using Visual Basic 2010	\$114.00	Prentice Hall	8 th	N	New
Real Estate Investments	RE 157	Mega-Producer Results in Commercial Real Estate	\$26.95	Thompson/Southwestern	1 st	N	New
Management Accounting	BA 120	Financial Accounting	\$40.00	Flatworld	1 st	N	New
Sales	BA 121	The Power of Selling	\$40.00	Flatworld	1 st	N	New
Motivation Presentation Skills for Managers	BA 156	Business Communication for Success	\$40.00	Flatworld	1 st	N	New
Principles of Public Relations	BA 157	Business Communication for Success	\$40.00	Flatworld	1 st	N	New

0000334

: N = New R = Replacement

Presented to the Board of Trustees on **December 8, 2010**
Prices quoted are prices in effect on above date.

CERRITOS COLLEGE

TO: Board of Trustees

FROM: Dr. Linda Lacy, President/Superintendent *LL*

REVIEWED BY: William Farmer, Vice President of Academic Affairs *WCF*

PREPARED BY: Nick Kremer, Executive Dean, Community, Industry and Technology Education
Maggie Cordero, Director of Pathway Programs

DATE: December 8, 2010

SUBJECT: **Consideration of Approval of an Agreement with El Camino College to be a Subgrantee for \$129,667**

RECOMMENDATION

It is recommended that the Board of Trustees approve an agreement with El Camino College as part of the Chancellor's Office SB 70 Career Technical Education Community Collaborative Grant III wherein Cerritos College would receive \$129,667 in order to pursue the activities described below. The time period of the agreement will be January 1, 2010 to June 30, 2012.

OVERVIEW

This is the third phase of a multi-year collaborative grant which is shared by El Camino and Cerritos College. El Camino serves as the fiscal agent with Cerritos being a sub-grantee. This funding enables the college to conduct career related programs with area middle-schools and high-schools.

ANALYSIS

The grant enables the college to hold activities such as conducting Solidworks classes, expanding the Project Lead the Way program, holding career exploration fairs, and providing professional development for high school and college faculty. Through this grant the college has been able to assist local school districts in strengthening their career technical programs.

FINANCIAL IMPLICATIONS

Cerritos College is receiving \$129,667 to provide the above described activities. The cost will be paid by the subcontract that is part of the grant. No general funds will be used.

CERRITOS COLLEGE

TO: Board of Trustees

FROM: Dr. Linda L. Lacy, President/Superintendent *LL*

REVIEWED BY: William Farmer, Jr., Vice President/Assistant Superintendent *WCF*

PREPARED BY: Nick Kroner, Executive Dean Community, Industry and Technology Education

DATE: December 8, 2010

SUBJECT: Consideration of Approval of Perkins/ VTEA Grant Honorarium

RECOMMENDATION

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

OVERVIEW

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

ANALYSIS

As part of the effort to grow the film production program, the Fine Arts Division has been awarded special funding from the Perkins (VTEA) program to hold a series of workshops conducted by industry experts during the 2010-2011 academic year. These individuals represent all aspects of the industry and include prominent members of the industry. Some of the workshops will be held at the college and some at studio sites. These will be scheduled on an "as needed" basis.

Kathleen Dillon
Producer
 \$500 per workshop

Kevin Commins
Television Writer
 \$500 per workshop

FINANCIAL IMPLICATIONS

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

CERRITOS COLLEGE

TO: Board of Trustees
FROM: Dr. Linda L. Lacy, President/Superintendent *LL*
REVIEWED BY: David El Fattal, Vice President of Business Services *DEF*
PREPARED BY: Robert Riffle, Director of Physical Plant
DATE: December 8, 2010
SUBJECT: **Consideration of Approval to Receive and Deposit Incentive or Rebate Funds that have been derived from Energy Related Rebate Programs**

RECOMMENDATION

It is recommended that the Board of Trustees authorize the District's fiscal services department to receive and deposit incentive funds that have been derived from energy related rebate programs. It is recommended that this authorization be valid through June 30, 2015.

OVERVIEW

Southern California Edison and other utility companies offer various rebates/incentives to institutions that implement energy savings measures. Examples of proposed projects that are eligible for these types of incentives include facility retrofits, monitoring-based commissioning, installation of energy-efficient equipment/systems and other such projects. In order to be eligible for an incentive, a proposed project must be pre-approved by a utility representative. In order to receive the incentive, a utility approved project must be verified as complete by a utility representative. Incentive checks are made payable to Cerritos Community College District.

ANALYSIS

As a result of the District's participation in various energy savings programs that are offered by utility companies, the District can receive incentives/rebates which will be used for future energy-saving projects at Cerritos College.

FINANCIAL IMPLICATIONS

The District will be able to deposit various incentive or rebate funds which will be utilized for future energy-saving projects at Cerritos College.

CERRITOS COLLEGE

TO: Board of Trustees
FROM: Dr. Linda L. Lacy, President/Superintendent *LL*
REVIEWED BY: David El Fattal, Vice President of Business Services *DEF*
PREPARED BY: Jenney Ho, Director of Purchasing
DATE: December 8, 2010
SUBJECT: **Consideration of Approval of RFP #1011-03, RFP For Exclusive Soft Drink Rights**

RECOMMENDATION

It is recommended that the Board of Trustees approve to award the RFP #1011-03, RFP for Exclusive Soft Drink Rights to Pepsi Beverages Company.

OVERVIEW

On August 27 and September 3, 2010, a request for proposals for exclusive soft drink rights was advertised.

On September 29, 2010, proposals were received from Coca-Cola and Pepsi Beverages Company.

An Ad-Hoc Committee was established to review the RFP. On October 8 and October 29, 2010, the Committee met and reviewed the proposals submitted by the 2 companies. After careful reviews, the Committee made its recommendation.

ANALYSIS

Based on the Ad-Hoc Committee's recommendation, District staff requests that the Board approve to enter into a five year exclusivity agreement with Pepsi Beverages Company to provide beverage pouring and distribution rights at Cerritos College.

FINANCIAL IMPLICATIONS

The District will receive the followings funds from the Pepsi Beverages Company as follows:

- Annual guaranteed commission of \$65,000.
- Annual partnership payment of \$15,000.
- Foundation annual support of \$2,500.
- Annual scholarship of \$1,000.
- Annual Marketing dollar support of \$1,500.

Bid Recap #1011-01, Social Science Interior Upgrade Re-Bid

Contractor	Base Bid	Allowance	Total Base Bid
Tek-Up Construction, Inc.	\$ 689,400.00	\$ 100,000.00	\$ 789,400.00
PUB Construction Inc.	\$ 720,000.00	\$ 100,000.00	\$ 820,000.00
AMD Construction Group, Inc.	\$ 737,000.00	\$ 100,000.00	\$ 837,000.00
AVI-CON, Inc. dba CA Construction	\$ 770,000.00	\$ 100,000.00	\$ 870,000.00
SBS Corporation	\$ 810,923.00	\$ 100,000.00	\$ 910,923.00
USS Cal Builders, Inc.	\$ 856,000.00	\$ 100,000.00	\$ 956,000.00
Cal-City Construction, Inc.	\$ 860,000.00	\$ 100,000.00	\$ 960,000.00
Harry H. Joh Construction, Inc.	\$ 941,000.00	\$ 100,000.00	\$ 1,041,000.00
2H Construction	\$ 965,000.00	\$ 100,000.00	\$ 1,065,000.00
H.A. Nichols Co., Inc.	\$ 998,000.00	\$ 100,000.00	\$ 1,098,000.00
Best Quality Painting, Inc.	\$ 1,015,000.00	\$ 100,000.00	\$ 1,115,000.00
Newman Midland	\$ 1,103,667.00	\$ 100,000.00	\$ 1,203,667.00
ALFA 26 Construction Company	\$ 1,272,800.00	\$ 100,000.00	\$ 1,372,800.00
DeVries Construction Inc.	\$ 1,350,000.00	\$ 100,000.00	\$ 1,450,000.00

CERRITOS COLLEGE

TO: Board of Trustees

FROM: Dr. Linda L. Lacy, President/Superintendent *LL*

REVIEWED BY: David El Fattal, Vice President of Business Services *DEF*

PREPARED BY: Robert Riffle, Director of Physical Plant

DATE: December 8, 2010

SUBJECT: **Consideration of Approval of Change Order #2 (Bid #0809-02), EMAE International, Classroom/Lab/Office Building 1 (Physical Science and Technology Building)**

RECOMMENDATION

It is recommended that the Board of Trustees approve Change Order #2 (Bid #0809-02), EMAE International, construction of the Classroom/Lab/Office Building 1 (Physical Science and Technology Building) in the amount of \$170,142.67 with the new contract amount being \$10,346,264.97. Funding for this project is coming from the GO Bond.

OVERVIEW

On December 10, 2008, the Board awarded a contract to EMAE International for the construction of the Classroom/Lab/Office Building 1 (Physical Science and Technology Building). Public Contract Code Section 20659 requires Board approval for a change order to a public works bid.

ANALYSIS

The total cost for the attached items in this Change Order #2 is \$170,142.67. A change order, pursuant to Code, must not exceed 10% of the original contract amount approved by the Board. The original contract amount approved by the Board was \$10,050,000. Therefore, Change Order #2 is in compliance with Public Contract Code Section 20659. Change Order #2 has been reviewed by HMC Architects (Architect); Bovis (Construction Management); Director of Physical Plant, and the Vice President of Business Services. Please refer to the attachment for the items, details and approvals of Change Order Number One.

FINANCIAL IMPLICATIONS

The cost will be \$170,142.67 bringing the total contract amount to \$10,346,264.97. Funding is from the GO Bond.

Project: Cerritos College
Classroom / Lab / Office Building - 1
11110 Alondra Blvd
Norwalk, CA 90650

Change Order Number: 02

To: EMAE International
13744 Milroy Place
Santa Fe Springs, CA 90670
P: 562-404-1468
F: 562-404-1473

ADDITIONAL SCOPE / OWNER REQUESTED ITEMS:

Item 1.01

Description: RFI#310 -- Replace Cable Wire Basket with 4- 4" Conduits
Reason: Additional Scope- Conduits needed to extend Network Data cabling across hard lid ceiling in lobby.

Requested by: Owner / Architect

Cost: Add \$5,021.15

Time Extension:0 days

Item 1.02

Description: IB#28 -- Provide & Install Two (2) additional Marker Boards.

Reason: Additional Scope- Add marker boards in Drafting Lab.

Requested by: Owner / Architect

Cost: Add \$2,332.70

Time Extension:0 days

Item 1.03

Description: RFI#353 -- Provide & Install Light Fixture at Elevator Landing at the Roof.

Reason: Additional Scope-Light fixture needed to illuminate elevator landing at roof.

Requested by: Owner / Architect / Engineer

Cost: Add \$4,793.05

Time Extension:0 days

Item 1.04

Description: IB#31 -- Provide & Install ¾" EMT Conduit, Three (3) 4S Boxes at Roof Elevator Structure.

Reason: Additional Scope- Conduit and boxes needed to extend fire alarm to roof elevator landing.

Requested by: Owner / Architect / Engineer

Cost:Add \$2,042.25

Time Extension:0 days

Item 1.05

Description: IB#30 -- Provide & Install 4S Box and 1" Conduit from 4S Box to Data Room with Pull String.

Reason: Additional Scope- Network Data line needed for security card readers.

Requested by: Owner / Architect

Cost:Add \$6,818.45

Time Extension:0 days

000241

Item 1.06

Description: IB#25 – Provide & Install and Additional Roof Access Gate.
Reason: Additional Scope- add gate at mechanical screen to secure access to east roof area.
Requested by: Owner / Architect / Engineer
Cost:Add \$3,725.43
Time Extension:0 days

Item 1.07

Description: IB#24 – Align 6" Exterior Wall Plaster with 10" Curtain Wall
Reason: Additional Scope- add framing to align exterior plaster with curtain wall.
Requested by: Owner / Architect
Cost:Add \$3,114.28
Time Extension:0 days

Item 1.08

Description: Additional Scope – Provide & Install Additional Data and Phone Conduit.
Reason: Add conduit and boxes for network connection in network equipment room.
Requested by: Owner / Architect
Cost:Add \$1,234.84
Time Extension:0 days

Item 1.09

Description: IB#34 – Provide Data Outlets in Rooms 111, 137 & 143 (reference E2.5).
Reason: Additional Scope- add conduit and boxes for audio / visual system.
Requested by:
Cost:Add \$3,564.83
Time Extension:0 days

Item 1.10

Description: RFI#320 – Relocate Gas Solenoid Valve and Switches.
Reason: Additional Scope-Relocation of emergency gas shut off switches and valves due to dimensional conflicts.
Requested by: Owner / Architect / Engineer
Cost:Add \$1,403.60
Time Extension:0 days

Item 1.11

Description: IB#27 – Provide 6" Gas Line Trench to Desks in Center of Classroom.
Reason: Additional Scope- extend trenches in concrete slab for gas pipe to reach center islands.
Requested by: Owner / Architect
Cost:Add \$3,244.00
Time Extension:0 days

Item 1.12

Description: IB#17 – Replace 1" Data Conduit to 1-1/4" Conduit at Room 230.
Reason: Additional Scope- increase data conduit size to allow for additional cable installation.
Requested by: Owner / Architect
Cost:Add \$4,373.65
Time Extension:0 days

Item 1.13

Description: Additional Scope – Provide AC Power for Doors 125A, 125B, 201, 144B & 144A.
Reason: Card reader security system required electrical power to operate door locks.
Requested by: Owner / Architect
Cost:Add \$7,347.95
Time Extension:0 days

Item 1.14

Description: Additional Scope – Provide & Install Additional Conduits for future network expansion.
Reason: Owner request for future data network expansion in drafting labs.
Requested by: Owner
Cost:Add \$31,388.63
Time Extension:0 days

Item 1.15

Description: Additional Scope – Change Door Hardware Six (6) to Accept Card Reader.
Reason: Door hardware would not accept card reader equipment to unlock on card read.
Requested by: Owner / Architect
Cost:Add \$14,092.68
Time Extension:0 days

Item 1.16

Description: RFI#485 – Provide & Install High Voltage Dead Load Breaks.
Reason: Additional Scope- High voltage electrical connections required to route high voltage power to building.
Requested by: Owner / Architect / Engineer
Cost:Add \$33,814.94
Time Extension:0 days

Item 1.17

Description: RFI#446 – Provide & Install Exterior Wall Louver for Elevator #1.
Reason: Additional Scope- install louver at elevator penthouse for smoke excavation.
Requested by: Owner / Architect / Engineer
Cost:Add \$4,638.30
Time Extension:0 days

Item 1.18

Description: RFI#465 – Structural Supports to Mount Skeleton on Ceiling of Lobby #101.
Reason: Additional Scope- install structural supports to hang fossil and skeleton in lobby.
Requested by: Owner / Architect / Engineer
Cost:Add \$4,677.00
Time Extension:0 days

Item 1.19

Description: RF#482 – Provide Additional 2" of Sand under 6" Vehicular Concrete Sidewalk.
Reason: Additional Scope- provide sand cushion under concrete sidewalk/ fire lane.
Requested by: Owner / Architect / Engineer
Cost:Add \$5,161.80
Time Extension:0 days

Item 1.20

Description: RF#497 – Provide & Install Trench Floor Molding throughout the First Floor Laboratories.
Reason: Additional Scope- floor trench required transition strip to floor tile for access and durability.
Requested by: Owner / Architect / Engineer
Cost:Add \$1,128.75
Time Extension:0 days

Item 1.21

Description: Provide Cleaning and Conditioning of Chilled Water and Heating Water Systems.
Reason: Additional Scope- cleaning and conditioning of new piping systems.
Requested by: Owner / Architect / Engineer
Cost:Add \$1,510.20
Time Extension:0 days

Item 1.22

Description: High Voltage Loop Switching Delay
Reason: Additional Scope- Campus conditions prevented switching of high voltage connections to original positions due to back up generator malfunction in Social Science Building.
Requested by: Owner
Cost:Add \$4,400.20
Time Extension:0 days

Item 1.23

Description: Rewire Existing Irrigation System at north metals building
Reason: Additional Scope- Existing irrigation controls rewire and include in new system.
Requested by: Owner
Cost:Add \$3,826.30
Time Extension:0 days

Item 1.24

Description: IB#40 – Additional Flag Pole/Style.
Reason: Additional Scope- Flag pole required as a style at east plaza architectural concrete.
Requested by: Owner / Architect
Cost:Add \$2,280.60
Time Extension:0 days

Item 1.25

Description: Extend Ceramic Tile in public restrooms to full wall height.
Reason: Additional Scope- public restroom walls required to be full height ceramic tile.
Requested by: Owner
Cost:Add \$14,207.09
Time Extension:0 days

SUMMARY:

ADDITIONAL SCOPE / OWNER REQUESTED ITEMS SUBTOTAL.....\$170,142.67

ADDITIONAL DAYS SUBTOTAL.....0

TOTAL OF CHANGE ORDER NO. 2.....\$170,142.67
TOTAL ADDITIONAL DAYS.....0

CONTRACT SUMMARY:

Net change by previous Change Order		\$126,122.30
Net sum prior to this Change Order	\$	10,176,122.30
Amount of Change Order No. 2	\$	170,142.67
Deduct Remaining Contract Allowance	\$	-
New Contract Sum	\$	10,346,264.97
Percentage of Change to Contract		2.95%

This Change Order No. 2 is hereby executed on 4th of Nov., 2010.

Approved By:

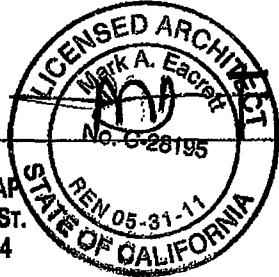
CERRITOS COLLEGE
ROBERT RIFFLE, DIRECTOR OF PHYSICAL PLANT
11110 ALONDRA BOULEVARD
NORWALK, CA 90650

Approved By:

Ehab Maamoun
EMAЕ INTERNATIONAL, INC.
EHAB MAAMOUN, PRESIDENT
13744 MILROY PLACE
SANTA FE SPRINGS, CA 90670

Reviewed By:

HMC ARCHITECTS
MARCO EACRETT, AP
3546 COUNCOURS ST.
ONTARIO, CA 91764



Reviewed By:

David Turner
BOVIS LEND LEASE, INC.
DAVID TURNER, PROJECT MANAGER
11110 ALONDRA BOULEVARD
NORWALK, CA 90650

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: Alondra Blvd. Drop-Off, Bid #0910-13 contract for the doing of which was heretofore entered into on the 24th day of June, 2010 which contract was made with Allied Paving Co., contract number #C10-1009, as contractor; that said improvements were completed on the 6th day of November, 2010, and accepted by formal action of the governing board of said DISTRICT on the 8th day of December, 2010; 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 International Fidelity 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: _____
David El Fattal
Vice President of Business Services

Date: _____

Place of Execution: Norwalk, California

CERRITOS COMMUNITY COLLEGE DISTRICT

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

These approved signatures are valid for the period of: January 1, 2011 to December 31, 2011 in accordance with governing board approval dated December 8, 2010.

NOTE: Please TYPE name under signature.

Signature Shir Lin
Clerk (Secretary) of the Board

<u>Column 1</u>	<u>Column 2</u>
<u>Signatures of Members of Governing Board</u>	<u>Signatures of Personnel and/or Members of the Governing Board authorized to sign Warrants, Orders for Salary Payment, Notices of Employment, and Contracts:</u>
Signature: <u>[Signature]</u>	Signature: <u>[Signature]</u>
Type: President of the Board of Trustees/Education	Type: Linda L. Lacy Title: President/Superintendent
Signature: <u>[Signature]</u>	Signature: _____
Type: Vice President of the Board of Trustees/Education	Type: David El Fattal Title: Vice President of Business Services
Signature: <u>Shir Lin</u>	Signature: _____
Type: Clerk of the Board of Trustees/Education	Type: William C. Farmer Title: Vice President of Academic Affairs
Signature: <u>[Signature]</u>	Signature: _____
Type: Member of the Board of Trustees/Education	Type: Stephen B. Johnson Title: Vice President of Student Services/Asst Superintendent
Signature: <u>Austina Cho</u>	Signature: _____
Type: Member of the Board of Trustees/Education	Type: Berlanti A Rizkallah Title: Director of Fiscal Services
Signature: <u>Theodore Emerton</u>	Signature: _____
Type: Member of the Board of Trustees/Education	Type: Jenney Ho Title: Director of Purchasing
Signature: <u>[Signature]</u>	
Type: Member of the Board of Trustees/Education	

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

*K-12 District	Community College Districts
42632	85232
42633	85233
44843	87412

LACOE Resolution-Signature Authority-List of names. word

Number of signatures required:

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

CERRITOS COMMUNITY COLLEGE DISTRICT

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

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NOTE: Please TYPE name under signature.

Signature Shir Lin

Clerk (Secretary) of the Board

<u>Column 1</u>	<u>Column 2</u>
<u>Signatures of Members of Governing Board</u>	<u>Signatures of Personnel and/or Members of the Governing Board authorized to approve Warrants, Orders for Salary Payment, Notices of Employment, and Contracts:</u>
Signature: <u>[Signature]</u> Type: _____ President of the Board of Trustees/Education	Signature: _____ Type: David El Fattal Title: Vice President of Business Services
Signature: <u>[Signature]</u> Type: _____ Vice President of the Board of Trustees/Education	Signature: _____ Type: Berlanti A Rizkallah Title: Director of Fiscal Services
Signature: <u>Shir Lin</u> Type: _____ Clerk of the Board of Trustees/Education	Signature: _____ Type: Ramona Sue Payne Title: Budget Manager
Signature: <u>[Signature]</u> Type: _____ Member of the Board of Trustees/Education	Signature: _____ Type: Shawn Jones Title: Accounting Manager
Signature: <u>Austine Cho</u> Type: _____ Member of the Board of Trustees/Education	Signature: _____ Type: Deanna Hart Title: Payroll Manager
Signature: <u>Theodora Edmiston</u> Type: _____ Member of the Board of Trustees/Education	
Signature: <u>[Signature]</u> Type: _____ Member of the Board of Trustees/Education	

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

*K-12 District	Community College Districts
42632	85232
42633	85233
44843	87412

LACOE Resolution-Signature Authority-List of names. word

Number of signatures required:

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

RESOLUTION #10-17

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, the Coordinating Committee, 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; and

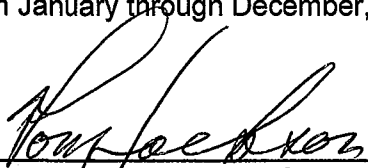
NOW, THEREFORE, BE IT RESOLVED, the Board of Trustees hereby authorizes the Vice President of Business Services, or designee, to execute contractual agreements under \$25,000 (and amendments to agreements) except public construction contracts shall be limited to expenditures involving less than \$15,000. 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.

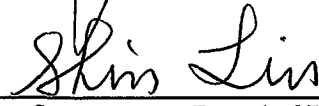
THIS RESOLUTION IS HEREBY APPROVED AND ADOPTED by the Board of Trustees of the Cerritos Community College District for this authority from January through December, 2011, this 8th day of December, 2010, by the following vote:

AYES:

NOES:

ABSENT:

Signed: 
President, Board of Trustees

Attest: 
Secretary to Board of Trustees

Attachment # 1

**CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE**

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

CHANGE THE PERIOD

Fiscal Year: 2010-2011

Quarter Ended: (Q1) Sep 30, 2010

District: (810) CERRITOS

As of June 30 for the fiscal year specified

Line	Description	Actual 2007-08	Actual 2008-09	Actual 2009-10	Projected 2010-2011
I. Unrestricted General Fund Revenue, Expenditure and Fund Balance:					
A.	Revenues:				
A.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	88,316,839	91,457,643	86,600,539	85,345,014
A.2	Other Financing Sources (Object 8900)	0	0	0	0
A.3	Total Unrestricted Revenue (A.1 + A.2)	88,316,839	91,457,643	86,600,539	85,345,014
B.	Expenditures:				
B.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	86,032,575	85,176,975	80,537,484	89,539,311
B.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	1,684,132	7,341,213	5,997,028	10,075
B.3	Total Unrestricted Expenditures (B.1 + B.2)	87,716,707	92,518,188	86,534,512	89,549,386
C.	Revenues Over(Under) Expenditures (A.3 - B.3)	600,132	-1,060,545	66,027	-4,204,372
D.	Fund Balance, Beginning	10,751,749	12,646,111	11,585,566	11,651,593
D.1	Prior Year Adjustments + (-)	1,294,230	0	0	0
D.2	Adjusted Fund Balance, Beginning (D + D.1)	12,045,979	12,646,111	11,585,566	11,651,593
E.	Fund Balance, Ending (C. + D.2)	12,646,111	11,585,566	11,651,593	7,447,221
F.1	Percentage of GF Fund Balance to GF Expenditures (E. / B.3)	14.4%	12.5%	13.5%	8.3%

II. Annualized Attendance FTES:

G.1	Annualized FTES (excluding apprentice and non-resident)	17,173	17,359	18,076	18,076
-----	--	--------	--------	--------	--------

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

As of the specified quarter ended for each fiscal year
2007-08 2008-09 2009-10 2010-2011

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H.1	Cash, excluding borrowed funds		1,878,168	18,760,621	5,176,473
H.2	Cash, borrowed funds only		0	0	2,500,000
H.3	Total Cash (H.1+ H.2)		1,878,168	18,760,621	7,676,473

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

Line	Description	Adopted Budget (Col. 1)	Annual Current Budget (Col. 2)	Year-to-Date Actuals (Col. 3)	Percentage (Col. 3/Col. 2)
I.	Revenues:				
I.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	85,345,014	85,345,014	4,128,249	4.8%
I.2	Other Financing Sources (Object 8900)	0	0	0	
I.3	Total Unrestricted Revenue (I.1 + I.2)	85,345,014	85,345,014	4,128,249	4.8%
J.	Expenditures:				
J.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	89,539,311	89,539,311	13,958,455	15.6%
J.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	10,075	10,075	979	9.7%
J.3	Total Unrestricted Expenditures (J.1 + J.2)	89,549,386	89,549,386	13,959,434	15.6%
K.	Revenues Over(Under) Expenditures (I.3 - J.3)	-4,204,372	-4,204,372	-9,831,185	
L	Adjusted Fund Balance, Beginning	11,651,593	11,651,593	11,651,593	
L.1	Fund Balance, Ending (C. + L.2)	7,447,221	7,447,221	1,820,408	
M	Percentage of GF Fund Balance to GF Expenditures (L.1 / J.3)	8.3%	8.3%		

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	% *	Total Cost Increase	% *	Total Cost Increase	% *
a. SALARIES:						
Year 1:						
Year 2:						

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b. BENEFITS:	Year 3:							
	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? YES**
Next year? YES

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

This year: We are aggressively addressing the shortfall and deferrment in State revenue. With State cuts in categorical funding, it is more difficult balancing revenue and expenditures.
 Next year: With continued decline and deferrment in State revenue, we are anticipating more difficulty next year.

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**CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE**

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

CHANGE THE PERIOD

Fiscal Year: 2010-2011

Quarter Ended: (Q1) Sep 30, 2010

District: (810) CERRITOS

Your Quarterly Data is Certified for this quarter.

Chief Business Officer

CBO Name: Mr. David El Fattal

CBO Phone: 562-860-2451

CBO Signature: 

Date Signed: _____

Chief Executive Officer Name: Dr. Linda Lacy

CEO Signature: 

Date Signed: _____

Electronic Cert Date: 11/10/2010

District Contact Person

Name: Lola Rizkallah

Title: Director of Fiscal Services

Telephone: 562-860-2451

Fax: 562-924-2400

E-Mail: rizkallah@cerritos.edu

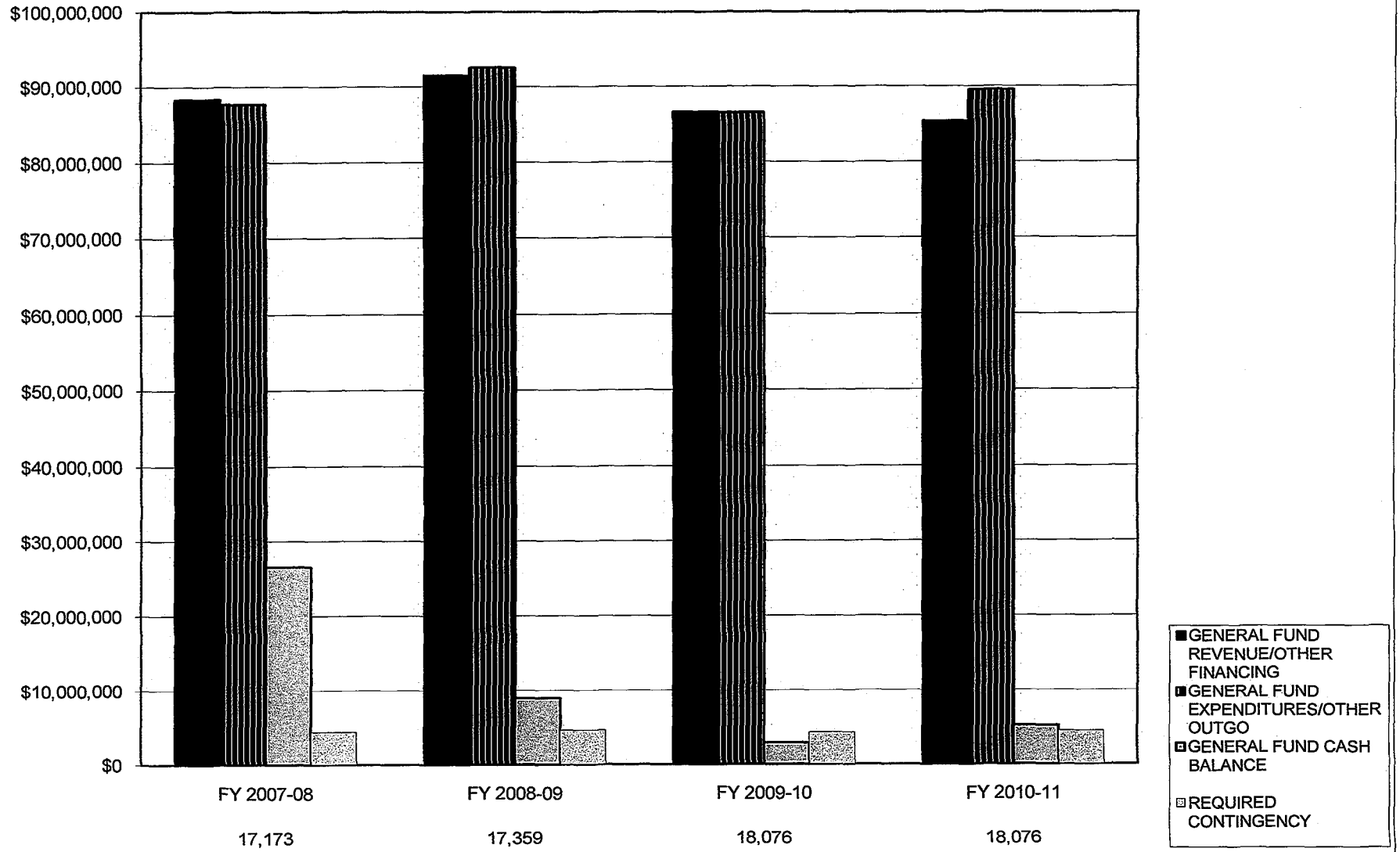
California Community Colleges, Chancellor's Office
1102 Q Street Sacramento, California 95814-6511

Send questions to:
Christine Atalig (916)327-5772 catalig@ccccc.edu or Glen Campora (916)323-6899 gcampora@ccccc.edu

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QUARTERLY FINANCIAL STATUS REPORT
September 30, 2010



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BUDGET TRANSFERS FOR DECEMBER 08, 2010

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	\$	(700,793)
CAPITAL OUTLAY	\$	
TOTAL	\$	(700,793)

TO

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	182,576
OTHER CONTRACT EXPENSES AND SERVICES	\$	
CAPITAL OUTLAY	\$	518,217
TOTAL	\$	700,793

Transfers: Between object codes

Self Balancing: No effect on ending balance

Number of Transfer Request Four (4)

Divisions/Departments/Programs:

Central Plant /Infrastructure Project, Architect Services, PeopleSoft, Fire Alarm Upgrade, Consultant Services, Information Technology Updates, Physical Science & Tech Bldg, Facilities/Purchasing/Warehouse, Social Science Renovation Project, Parking Lot Renovation, Aquatic Center - Design, General Campus Repairs, Fire Alarm Upgrade, Swing Space, Parking Lots - New, Campus Group 2 Equip for Existing Bldg, Tennis Court Modernization, Soccer Field Renovation, Automotive Technology Modernization, New Automotive Technology Building, Baseball/Softball Fields Renovation

BUDGET TRANSFERS FOR DECEMBER 8, 2010

01.0 FUND-GENERAL FUND-UNRESTRICTED

FROM

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	(4,800)
OTHER CONTRACT EXPENSES AND SERVICES	\$	
CAPITAL OUTLAY	\$	
INTERFUND TRANSFERS OUT	\$	
CONTINGENCY	\$	
TOTAL	\$	(4,800)

TO

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	4,800
CAPITAL OUTLAY	\$	
INTERFUND TRANSFERS OUT	\$	
TOTAL	\$	4,800

Transfers: Between object codes

Self Balancing: No effect on ending balance

Number of Transfer Requests: One (1)

Divisions/Departments/Programs:
Technology

APPROPRIATION TRANSFER ANALYSIS FOR DECEMBER 08, 2010

Revenue Budget

00000.0-00000-73500-8830-0000000 (39.0 Fund)	\$	1,720
Local-El Camino Media Services Production		
To distribute the income generated for communication service, El Camino		
00000.0-02100-77400-8831-0000000 (39.0 Fund)		8,100
Local-Teacher Trac Contract Education		
To allocate revenue budget for supplies		
00000.0-Various-02750-8890-0000000 (71.0 Fund)		<u>306,400</u>
Local-ASCC Scholarships		
To establish the 2010-11 budgets for scholarships		
Total Revenue Budget	\$	<u><u>316,220</u></u>

Expenditures Budget

00000.0-00000-77620-Various-6190000 (01.3 Fund)	\$	(57,923)
CSU Dominguez Hills Title V (math)		
To close budget of Title V (Math) CSUDH. Program ended 6/30/10		
00000.0-00000-03310-Various-6440000 (69.0 Fund)		<u>82,528</u>
Student Health Service		
To adjust budget of adult hourly.		
Total Expenditure Budget	\$	<u><u>24,605</u></u>

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FACULTY HOURLY - BUSINESS EDUCATION**New Hires**

Name		Discipline	Salary Placement	Rate
Torices	Eric	Paralegal	A1	48.83

FACULTY HOURLY - FINE ARTS & COMMUNICATIONS**New Hires**

Name		Discipline	Salary Placement	Rate
Higgins	Michael	Music	A1	48.83

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

Name		Discipline	Salary Placement	Rate
Spence	Robin	History	A3	54.60
Ferguson	Melissa	Psychology	A4	57.46
Marot	John	History	B4	57.46

FACULTY HOURLY - LIBERAL ARTS**Reemployed**

Name		Discipline	Salary Placement	Rate
Decter	Renee	English	B5	60.33

COUNSELOR HOURLY - STUDENT SERVICES**Reemployed**

Name		Assignment	Salary Placement	Rate
Algaze	Susan	DSP&S	C2	43.10

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

Name		Assignment	Salary Placement	Rate
Kooiman	Brent	Auto Body Repair	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, 2011 OR 175 TOTAL WORKDAYS, WHICHEVER OCCURS FIRST

Jones, Nikoshee**	Aide-General (Traffic Control Officer)	\$8.00/hr	10/13/10
Adango, Yannick	Aide-Special (Tutor)	\$8.00/hr	07/25/10
Beas, Virginia	"	"	07/01/10
Cantero, Alexander	"	"	09/07/10
Quach, Phoung*	"	"	10/01/10
Rivera, Nidia Notario*	"	"	08/01/10
Sakurai, Lester*	"	"	09/01/10
Tran, Ha Hoang	"	"	10/18/10
Gossland, Meredith*	Clerk	\$8.64/hr	09/25/10
Rios, Jorge*	Typist Clerk	\$8.64/hr	10/04/10
Basuni, Ben	Outreach Worker	\$9.07/hr	10/01/10
Forsythe, Brittany	"	"	"
Hughes, Areal	"	"	"
Okuongha, Nikita	"	"	"
Brazel, Jackie	PBX Operator/Receptionist	\$9.07/hr	10/25/10
Deel, Nicole*	Instructional Aide I	\$10.51/hr (3)	10/25/10
De Lima, Adriano	"	\$9.56/hr (1)	08/16/10
Pavon, Sharon*	"	"	10/18/10
Romo, Sienna*	"	"	"
San Juan, Mario	"	"	07/25/10
Barrera, Cassandra*	Intermediate Clerk	\$9.56/hr	11/04/10
De Silva, Nicole*	"	"	11/03/10
Hunt, Annabella*	"	"	10/25/10
Jones, Sharon*	"	"	10/26/10
Armijo, James	Custodian	\$9.76/hr	10/18/10
Duran, Ricardo	"	"	11/01/10
Gonzalez, Graciela	"	"	10/25/10
Duran, Ricardo	Gardener/Groundskeeper	\$9.99/hr	10/18/10
Barrett, Michelle*	Program Assistant I	\$9.99/hr	09/25/10
Mastron, Joseph*	"	"	10/01/10

* Categorically Funded

** Specially Funded

Presented to the Board of Trustees 12/08/10

SHORT-TERM HOURLY EMPLOYMENT (AS NEEDED), VARIABLE HOURS PER DAY & DAYS PER WEEK, FOR A PERIOD NOT TO EXCEED JUNE 30, 2011 OR 175 TOTAL WORKDAYS, WHICHEVER OCCURS FIRST

Salazar, Corrina*	Secretary Clerk	\$10.53/hr	10/18/10
Solis, Erin**	Banquet Chef	\$13.13/hr	10/29/10
Del Real, Judy*	Program Facilitator	\$13.79/hr	10/01/10
Odrich, Eileen Marie*	"	"	"
Mauceri, Joseph	Technical Director/Designer	\$14.79/hr	11/01/10
Gallardo, Alma*	Coordinator of School Relations	\$15.81/hr	10/01/10
Bleak, Paul*	Vocational Education & Special Project Assistant	\$16.41/hr	10/01/10
Espinoza-Osnaya, Fabiola*	"	"	09/25/10
Powell, Maronda	Aide-Special (Interpreter II)	\$23.00/hr (1)	09/01/10
Buchanan, Patricia*	Community Education Specialist	\$29.15/hr	09/25/10
Cardenas, Mirna*	"	"	10/01/10
Eggie, Dave*	"	"	09/30/10
Hill, Teresa**	"	"	09/25/10
Mariani, Ilva*	"	"	"
Moreau, Christina*	"	"	09/30/10
Richard, Pamela*	"	"	"
Rogan, Christine*	"	"	"
Rutkoski, Tracy**	"	"	09/25/10
Kwon, Chung	Aide-Special (Interpreter IV)	\$33.50/hr	10/01/10
Covarrubias, Deisy*	Cont. Ed. Specialist (Business Tech.)	\$50.52/hr	11/01/10
Goldman, Steven Lee**	"	"	07/01/10
Real, Yannick*	"	"	11/01/10

Request For Unpaid Leave Of Absence

(Management, Faculty, Confidential, and Classified Non-Bargaining Unit Employees)

RECEIVED
HUMAN RESOURCES
CERRITOS COLLEGE

2010 NOV -9 A 10:07

Employee Name: Pamela Lewandowski

Division/Department: SEM/math

I hereby request an **Unpaid Leave of Absence** for the following period:

from 11/10/10 through 5/20/11

Reason for Unpaid Leave of Absence: Child bonding / child care

Pam Lewandowski
Signature of Employee

11/3/10
Date

Immediate Manager Recommendation

Approve Disapprove

CAROLYN CHAMBERS
Name of Immediate Manager

Carolyn Chambers
Signature of Immediate Manager

11/4/10
Date

Administrative Recommendation

Approve Disapprove

William C. Farmer Jr
Name of Appropriate Vice President or President

Signature of Appropriate Vice President or President




11-8-10
Date

★ ★ ★ ★ ★

Request must be submitted in advance of the **Unpaid Leave of Absence**. For **Unpaid Leave of Absence** in excess of five workdays, Board of Trustees' approval also is required.

PRESENTED TO THE BOARD OF TRUSTEES: 12/08/10

CERRITOS COLLEGE

TO: Board of Trustees
FROM: Dr. Linda L. Lacy, President/Superintendent 
REVIEWED BY: Victor Collins, Vice President of Human Resources 
PREPARED BY: Cynthia Convey, Manager of Employment Services/Faculty & Staff Diversity Officer 
DATE: December 8, 2010
SUBJECT: Consideration of Approval for the Creation of a New Management Position,
 Revision of an Existing Job Description and Reclassification of an Employee

RECOMMENDATION

In support of the District's management reorganization and its initiative to improve academic success, it is recommended that the Board of Trustees:

- Approve the revised job description for the position of Dean of the Library and Learning Resource Center and the new job description for the position of Dean of Academic Success and Institutional Effectiveness effective December 8, 2010.
- Reclassify a faculty member, serving in the capacity of Interim Dean of Humanities and Social Sciences effective January 3, 2011.

OVERVIEW

The District needs to reorganize management staff in order to develop and implement a comprehensive program for student academic success without increasing the operational budget for college personnel.

ANALYSIS

In the 2006-2007 academic year, Faculty Senate President Bryan Reece led the Faculty Senate's Agenda for Student Success. In that year Dr. Reece co-chaired the Basic Skills Committee, worked with Office of Academic Affairs helped to expand the Academic Excellence Awards into the Celebration of Student Success and initiated the *Habits of Mind* Taskforce which centered on successful student behaviors and learning. In the 2007-2008 academic year, Dr. Reece initiated the District's first State of Education address which centered on the improvement of the District's academic program.

Dr. Reece was the successful candidate in the District's recruitment for an Interim Dean of Humanities and Social Sciences and assumed that position on July 20, 2009. While fulfilling his obligations in that new position during the past 15 months, Dr. Reece continued his active participation in the *Habits of Mind*, iFalcon, the Student Success Committee and the Developmental Education Committee.

In September 2009, Cerritos College welcomed its new President/Superintendent, Dr. Linda Lacy. In her first year as President, Dr. Lacy fully supported the growing faculty initiatives on academic success. She has prioritized implementation of the Academic Success Program as one of her annual goals.

In December 2009, the Student Success Plan produced by that Committee was approved by the Faculty Senate and adopted by the Board of Trustees. In the Spring 2010, the Developmental Education Committee noted the State Research and Planning Group identified Chaffey College as having the best and most effective practices in academic support services programs which produced verifiable student academic success. The Developmental Education Committee invited a team of evaluators to visit Cerritos College to audit our practices and provide a report and recommendations for improvement.

In the Spring 2010 semester, the District received Chaffey's report and proposed Plan for improvement. At the District's State of Education Address, the President/Superintendent, the Vice President of Academic Affairs, the Faculty Senate President and Interim Dean Reece with the support of the Developmental Education Committee, the Student Success Committee and the iFalcon Team presented an ambitious program to improve the District's academic success agenda based on the Chaffey Plan.

It has determined that a reorganization of management staff which includes a merger two academic divisions and the creation of a Dean of Academic Success and Institutional Effectiveness position will be the first step in the pursuit of this ambitious program. The Business Education Division will be merged with the Humanities and Social Sciences Division to create the Business Education, Humanities and Social Sciences Division. This will then be the third largest division at the college. The Dean of the Business Education Division, Ms. Rachel Mason, will be assigned to manage the new Division and this reassignment will not increase the Dean's current salary grade. Dean Mason has already initiated a professional transition plan to make this merger seamless and she is very positive about this new assignment.

The creation of the position of Dean of Academic Success and Institutional Effectiveness will allow that administrator to focus on the development of a comprehensive plan to address the District's student academic success programs and services, the development and delivery of instructional support services and the development of a model for effective teaching and learning. The proposed job description for this position is attached.

It is proposed that Dr. Bryan Reece, the current Interim Dean of Humanities and Social Sciences will then be reclassified to the permanent position of Dean of Academic Success and Institutional Effectiveness. Dr. Reece's responsibilities have over the period of more than four years increasingly centered on the District's academic success and developmental education initiatives and acknowledge the leadership role which he has taken in these initiatives. This reclassification, which is proposed to take effect on January 3, 2011, will allow him to immediately begin to focus his full attention on the development of the District's Academic Success Plan. This reclassification will not increase his current salary grade.

It is expected that the new Dean of Academic Success and Institutional Effectiveness will be working closely the Dean of the Library and Learning Resource Center where much of the District's current instructional support services are physically located. The Dean of the Library and Learning Resource Center, Mr. Carl Bengston, will assume the management of the academic success centers, the Writing Center, the Reading Center, the Language Lab and assigned personnel as well as duties associated with development of the academic success program. Mr. Bengston is already working with Dr. Reece to effect a smooth transition. The revised job description reflecting these expanded duties is attached. This revision will not increase the current salary grade.

The District will also reassign a current faculty member and Chair of the Developmental Education Committee, Dr. Francine Quaas-Berryman as the Coordinator of Developmental Education. Dr. Quaas-Berryman's assigned duties will be the support of a developmental education program and cooperative work on the Academic Success Plan. Her duties will be fully supported through existing grants and categorical funding.

During the Spring 2011 semester, this team will be working with existing staff and faculty. The Board will receive updates on the development and implementation of the District's Student Success Plan.

FINANCIAL IMPLICATIONS

There will be no additional funds needed to implement this reorganization.

CERRITOS COMMUNITY COLLEGE DISTRICT
JOB DESCRIPTION

CLASSIFICATION: Dean of the Library and Learning Resource Center **APPROVAL DATE:**

GRADE: 5 (Management Salary Schedule)

Summary

Plans, organizes, manages, and coordinates Library instructional programs and services in order to provide an organized and accessible collection of print, media and electronic resources to meet the needs of students, faculty and staff. Manages and coordinates the Learning Resource Center (LRC) instructional support staff and services. Responsible for the day to day supervision and operation of the LRC, including academic success centers, open computer labs, Distance Education Office, Educational Technology Department, Instructional Media Services, Staff Development and Technology Training Offices, and the Teleconference Center. Collaborates with the Dean of Academic Success and Institutional Effectiveness to deliver and evaluate effectiveness of curriculum, programs and services in meeting the academic support needs of a highly diverse urban student population.

Distinguishing Career Features

The Dean of the Library and Learning Resource Center reports to the Vice President, Academic Affairs and is responsible for the management planning and operation of the Library and its personnel. The Dean is responsible for the management of assigned personnel and the day-to-day operation operations of the LRC. The Dean works collaboratively with the Dean of Academic Success and Institutional Effectiveness to ensure the effective use of LRC staff, programs and services to support student academic success.

Duties and Responsibilities

1. Plans, manages, coordinates, and supervises the library operations, programs and facilities. Develops operational procedures, goals and objectives for the library unit. Assists in the management, coordination and supervision of the LRC.
2. Prepares the schedule of classes and provides proper staffing of classes, teaching assignments and class size. Consults with faculty to design schedules that meet the needs of students.
3. Collaborates with librarians and faculty in the oversight of the selection, acquisition, cataloging and processing of library books, periodicals and other learning resources. Ensures that all library materials are accessible to the student population.
4. Collaborates with administration, librarians, faculty, staff, community members and college departments to ensure that library and LRC collections, planning, development, implementation and promotion meet the needs of the diverse population which it serves and promotes student academic success.

5. Collaborates with administration, faculty and staff in the planning, selection, maintenance and implementation of educational technologies which effectively support library operation, student academic support services and classroom teaching.
6. Participates in employee selection processes, trains, schedules, evaluates, and certifies payroll for all staff of the Library and the classified staff of the LRC.
7. Insures the accuracy of print and online publications related to the Library and LRC.
8. Administers the budget for the Library and collaborates with the Dean of Academic Success and Institutional Effectiveness in the development and monitoring of the LRC budget.
9. Supervises program review and unit planning, including the collection, retention and analysis of data for the Library, LRC, and Educational Technology Department.
10. Oversees curriculum development for the Library and assists in curriculum development for the LRC.
11. Manages distance education delivery programs and services, including faculty training and certification.
12. Manages and schedules campus faculty and staff development activities including flex week activities and training for faculty and staff in the use of current and emerging educational technologies.
13. Manages the media and computer-based instructional support resources for classrooms and the teleconference center, including scheduling, implementation and maintenance services and coordinates these services with the initiatives of academic success.
14. Coordinates Library displays, exhibits and promotion of program and services.
15. Participates on committees, task forces and on special projects as assigned.
16. Maintains currency in knowledge and skills related to the duties and responsibilities of the position.
17. Performs other duties as assigned.

Qualifications

Education and Experience

Master's degree in Library Science and at least three years of experience in an academic library. Management experience in a public library and/or community college or academic library and/or a learning resource center in an academic environment is preferred.

Knowledge and Skills

The position requires specialized professional knowledge of the theories, principles, and practices associated with higher education curriculum and instruction. Requires advanced specialized knowledge of the curriculum for the assigned area. Requires an in-depth knowledge

of matriculation regulations and articulation agreements. Requires knowledge of and skill at teaching and learning processes that enhance student success and outcomes. Requires skills in organization and management practices as applied to the analysis and evaluation of programs, policies and administrative needs. Requires a working knowledge of the budget preparation and administration process. Requires knowledge and understanding of the philosophy and objectives of the community college. Requires in-depth knowledge of the principles of functional leadership, training, and performance evaluation. Requires a working knowledge of pertinent federal and state regulations affecting curriculum and academic accreditation. Requires skill in organizing work and building, leading and managing an effective team to respond to student needs. Requires well-developed oral and written language skills to prepare reports and professional correspondence. Requires sufficient human relations skills to conduct performance reviews, deliver presentations, and convey technical information to a wide variety of audiences.

Abilities

Requires the ability to be a fair-minded, ethical, honest leader with excellent interpersonal and communication (oral and written) skills. Requires the ability, courage and integrity to lead and accept responsibility. Requires the ability to learn, interpret, and apply State Education Code, Government Code, Title 5, and other federal and state regulations as related to the responsibilities of the position. Requires the ability to be open to change and new teaching and learning methods. Requires a passion for continuous learning and self-improvement. Requires the willingness to meet change with innovation to promote and meet the college mission. Requires the ability to organize, plan, develop, and write new programs, develop new concepts, analyze outcomes, and prepare clear and concise reports. Requires the ability to guide and motivate others toward goal achievement. Requires the ability to direct and facilitate development of personal and team perspectives, develop and deliver training programs. Requires the ability to develop and monitor budgets and maximize financial resources. Requires understanding of and sensitivity and commitment to meeting the needs of the diverse academic, socioeconomic, cultural, disability and ethnic background of the student, community, and employee population. Requires the ability to work cooperatively and productively with internal and external constituencies. Requires the ability to advocate for shared governance, collegiality, staff cohesiveness and for the core values of the institution.

Physical Requirements of the Position

Requires the ability to function in an office environment performing work of primarily a sedentary nature with some requirement to move about campus and to off-campus locales. Requires the ability to use hearing and speech to make presentations to groups and carry on conversations over the phone and in person. Requires near visual acuity to read printed materials and view computer screens. Requires sufficient hand/arm/finger dexterity to retrieve work materials and operate standard office equipment.

**CERRITOS COMMUNITY COLLEGE DISTRICT
PROPOSED JOB DESCRIPTION**

CLASSIFICATION: Dean of Academic Success and Institutional Effectiveness

GRADE: 5 (Management Salary Schedule)
-----DRAFT-----

DATE APPROVED:
XX/XX/XX

Definition

The Dean of Academic Success and Institutional Effectiveness directs and oversees the administration of instructional support activities and services that meet student and community needs and maximize the opportunities for student success. The Dean provides leadership, coordinates and facilitates the implementation of curriculum developed by the faculty that is designed to support basic skills, occupational and academic programs, and improve transfer rates. The Dean works in collaboration with the Vice Presidents, appropriate administrators, faculty, staff, local feeder schools, transfer institutions and the community.

Distinguishing Career Features

The Dean of Academic Success and Institutional Effectiveness reports to the President/ Superintendent and directs the District's academic success initiative including student instructional support services. The Dean works collaboratively with the Dean of Library and Learning Resource Center to ensure the effective use of LRC staff, programs and services to support student academic success.

Duties and Responsibilities

1. Develop and maintain a Student Success Plan with an institutionally consistent approach to the use and delivery of instructional support services in concert with administration, faculty and staff.
2. Lead the District's Student Success Plan initiatives to increase the academic support and success of students with a focus on program sustainability.
3. Direct the revision, implementation and continual improvement of developmental education or basic skills and instructional methodologies for the college.
4. Organize instructional support and learning centers and develop a consistent model for support service delivery.
5. Create and coordinate a comprehensive tutor and instructional support personnel training program for use in District labs and learning centers and collaboratively develop discipline-specific training with faculty in the discipline.
6. Participate in selecting and employing staff for the Department; supervise, train and evaluate staff assigned to the Department; and certify payroll for the Department.
7. Serve as the Co-Chair of the consolidated Student Success Steering Committee.
8. Organize and oversee the operation of the Learning Resource Center to maximize its potential to serve as a comprehensive hub for and establish and maintain its role as the

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center of instructional support services.

9. Analyze the data indicators in the Accountability Reporting for the Community Colleges (ARCC) and develop strategies to ensure that the District's Student Success Plan addresses those data factors.
10. Work collaboratively with instructional administrators, faculty and the curriculum committee, to develop and implement a plan that identifies and assists in establishing course prerequisites that improve student success.
11. Coordinate with the Office of Research and Planning and other appropriate groups to meaningfully assess data to evaluate and improve the initiatives in the District's Student Success Plan.
12. Foster an instructional infrastructure and promote an instructional culture for that relies on data-driven decision-making and develop a data collection and evaluation model for instructional support services which provides the data to support that infrastructure.
13. Work collaboratively with the Student Activities Department and Student Club Advisors to develop study group organization.
14. Lead faculty and students in training and initiatives which pursue current ideas, research, and teaching practices in the fields represented by the department. Assist in the development of and maintain a Center for Teaching and Learning.
15. Ensure compliance with state laws and regulations governing stand-alone courses, lab hours, supplemental instruction, tutoring, and related instructional support matters under the dean's supervision.
16. Participate in appropriate professional organizations and continue to study the research and practices related to student success and institutional effectiveness.
17. Advocate at the local, regional, state, and federal levels to promote developmental education, basic skills, occupational program success, the Cerritos Community College District student success initiatives and the community college movement for student success.
18. Participate in budgeting, planning, coordinating, and evaluating the academic support programs.
19. Perform other related duties as assigned.

Education and Experience

Requires a master's degree preferably in a discipline related to the area of supervision from an accredited college or university.

Requires two years of full-time (or equivalent) teaching experience, preferably at the community college level.

Requires one year of formal training, internship, or leadership experience reasonably related to the administrative assignment.

Knowledge and Skills

The position requires specialized professional knowledge of the theories, principles, and practices associated with higher education curriculum and instruction. Requires advanced specialized knowledge of the curriculum for the assigned area. Requires an in-depth knowledge of matriculation regulations and articulation agreements. Requires knowledge of and skill at teaching and learning processes that enhance student success and outcomes. Requires skills in organization and management practices as applied to the analysis and evaluation of programs, policies and administrative needs. Requires a working knowledge of the budget preparation and administration process. Requires knowledge and understanding of the philosophy and objectives of the community college. Requires in-depth knowledge of the principles of functional leadership, training, and performance evaluation. Requires a working knowledge of pertinent federal and state regulations affecting curriculum and academic accreditation. Requires skill in organizing work and building, leading and managing an effective team to respond to student needs. Requires well-developed oral and written language skills to prepare reports and professional correspondence. Requires sufficient human relations skills to conduct performance reviews, deliver presentations, and convey technical information to a wide variety of audiences.

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