

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

JANUARY TO DECEMBER 2012

CERRITOS COMMUNITY COLLEGE DISTRICT

Minutes of Board of Trustees Meetings

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CERRITOS COMMUNITY COLLEGE DISTRICT
MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
JANUARY 18, 2012

- I. CALL TO ORDER The meeting was called to order at 6:00 p.m. by Mr. Bob Arthur, Board President. Those present were Mr. Bob Arthur, Dr. Tina Cho, Dr. Ted Edmiston, Dr. Bob Hughlett, Mr. Tom Jackson, Dr. Shin Liu, Ms. Jean McHatton and Ms. Areal Hughes, Student Trustee. Others present were the President/Superintendent, Interim Vice President of Academic Affairs, Vice President of Business Services, Vice President of Student Services, Interim Vice President of Human Resources, Faculty Senate President and the CSEA President.
- II. PLEDGE OF ALLEGIANCE The flag salute was led by Ms. Hughes.
- III. APPROVAL OF MINUTES
- A. It was moved by Ms. McHatton and seconded by Dr. Edmiston to approve the minutes of the regular meeting of December 8, 2011. The vote for approval was unanimous (student advisory vote: aye).
- IV. INSTITUTIONAL PRESENTATIONS
- A. Dr. Lacy presented Inez Pineda-Ruelas and Alicia Edquist with the Outstanding Classified Employee Award for the months of October and November 2011.
- B. Kay Nguyen, Director of Research & Planning made a presentation on the 2011 Accountability Reporting for the Community Colleges (ARCC) results. She provided a brief history of ARCC and discussed ARCC objectives. She shared the 2011 ARCC system-wide indicators and college-level indicators.
- V. PUBLIC PRESENTATIONS There were no public presentations.
- VI. CONSENT AGENDA
- It was moved by Dr. Hughlett and seconded by Dr. Edmiston to approve the consent agenda and addendum. Ms. McHatton requested that Items VI.E and VI.F be held for separate consideration. The vote for approval and/or ratification of the following items was unanimous (student advisory vote: aye):
- E. It was moved by Dr. Hughlett and seconded by Mr. Jackson to approve items E and F:
- F. approve items E and F:
- E. Change Order #3 (Bid #0809-04), Vigilant Insurance Company, Automotive Technology Complex, as attached.*
- F. Change Orders #5, #6 and #7 (Bid #0910-08), USS Cal Builders, Inc., Gymnasium Seismic Retrofit, as attached.*
- Ms. McHatton asked how the change orders affect the bottom line of the GO bond dollars. Mr. El Fattal stated that the numbers frequently change and added that staff takes the changes into consideration when implementing projects. The vote for approval was unanimous (student advisory vote: aye).
- A. Non-Resident Tuition Fee and Non-Resident Student Capital Outlay Fee for 2012-13, as attached.
- B. Stipends for Part-Time Faculty Participating in Student Success Center Meetings for 2011-2012 Fiscal Year, as attached.

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- C. Stipends for the Enrollment Growth and Retention for Registered Nursing Programs Grant Spring 2012, as attached.
- D. Board Resolution #12-01, to Authorize the Utilization of Volunteers and their Coverage under the District Workers' Compensation Program, as attached.
- E. This item was considered separately.
- F. This item was considered separately.
- G. Purchase Orders for the Period of October 1, 2011 through December 30, 2011.
- H. New/Amended Contracts under \$25,000 for the Quarter Ending December 30, 2011:

New Contracts	C11-1028 to C11-1071	\$75,529.16
Amended Contracts		\$2,500.00

I. Contracts:

Consultant

NEW

- 1. Dowden Associates, Inc.

HSI-STEM Grant

SEM

To provide consultative assistance and services for the HSI-STEM Grant. For period October 1, 2011 through September 30, 2016. Total cost will be \$30,000.00 per year over a 5-year period (not to exceed \$150,000) with funding from the HSI-STEM Grant.

Services

NEW

- 2. Hill Partnership, Inc.

Architectural Services

Business Services

For architectural services for the Fine Arts Center, CIS/Mathematics Building and specified remaining projects related to the Measure CC bond program. Time period is ongoing until complete. The fee for Fine Arts Center and CIS/Mathematics Building will not exceed 7.5% of construction costs (presently estimated at approximately \$24 million). The fee for the remaining projects will not exceed 10% of construction costs. The final fee percentage and value of construction costs are still being negotiated with funding from the GO Bond.

- 3. HMC Architects

LRC Renovation Phase Two

Business Services

To provide architectural services for the Learning Resource Center Renovation – Phase 2. Time period is ongoing until complete. The cost for basic services for this modernization project will not exceed 10% of the agreed upon estimated value prior to DSA approval. Further, specified supplemental services shall be billed at a fixed fee of \$39,000 and specified reimbursable expenses shall be billed at the rate of 1.15% of the actual expenses incurred. Any required additional services shall be billed at the Standard Hourly Rate by Professional Category as listed on the HMC Rate Schedule. Funding will come from the GO Bond.

Use of Facilities
AMENDMENT

4. Norwalk-La Mirada Unified School District
Use of Excelsior Boys and Girls Gymnasium
Health, Physical Education, Dance and Athletics
For the continued use of the boys and girls gymnasium at Excelsior Adult School to accommodate student programs while our gymnasium is undergoing seismic retrofitting and renovation. The additional time period will be from February 1, 2012 to July 30, 2012. Total cost is \$28,545.00 with funding from the GO Bond.

J. Resignations Accepted by the President/Superintendent, as follows:

Harry R. Ottosen, Senior Technical Support Specialist (Information Technology Department), effective December 30, 2011

Katherine Sheehan, Instructor (Fine Arts & Communications Division), effective May 18, 2012

Farid F. Wissa, Professor (Engineering Design Technology Department), effective May 18, 2012

K. Employment of Temporary and/or Substitute Hourly Faculty Personnel, as needed for the 2011-2012 Academic Year, as attached.

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

Added by addendum:

Custodian @24-1 (\$2,886.00/month plus 5% shift differential) effective January 23, 2012: Marcos Brena (Facilities)

Custodian @24-1 (\$2,886.00/month plus 5% shift differential) effective January 23, 2012: Armando Garcia (Facilities)

Custodian @24-1 (\$2,886.00/month plus 5% shift differential) effective January 23, 2012: Whitney Shanklin (Facilities)

VII. ADMINISTRATIVE
MATTERS

A. As information, the Board book contained College Coordinating Committee Minutes for November 28, 2011.

B. Heidi White of Vavrinek, Trine, Day and Co., LLP provided an overview of the Audited Financial Reports for the Fiscal Year Ending June 30, 2011.

C. It was moved by Dr. Hughlett and seconded by Mr. Jackson to accept the Independent Audit Report for the Cerritos College Foundation for Fiscal Year Ending June 30, 2011. The vote for approval was unanimous (student advisory vote: aye).

D. It was moved by Dr. Hughlett and seconded by Mr. Jackson to accept the Independent Audit Report for the Cerritos College Proposition 39 General Obligation Bonds for Fiscal Year Ending June 30, 2011. The vote for approval was unanimous (student advisory vote: aye).

- E. It was moved by Dr. Hughlett and seconded by Mr. Jackson to accept the Independent Audit Report for the Cerritos College District for Fiscal Year Ending June 30, 2011. The vote for approval was unanimous (student advisory vote: aye).
- F. Mr. Arthur opened discussion regarding Resolution #12-02 In Support of Community College Funding. Mr. Arthur stated that since the Governor recently made another statement regarding the state budget, he would like to have an opportunity to review the additional information before approving the resolution. Dr. Cho stated that while she is not in support of all the cuts being proposed, the one-half cent state sales tax initiative as well as the personal income tax increase initiative are much needed. Dr. Hughlett stated that this is a time sensitive item that should be broadcast to the community. Dr. Lacy stated that the Governor is trying to move away from the deficit and the college needs the tax initiative to pass or it will risk losing funding for essential programs. It was moved by Dr. Cho and seconded by Dr. Hughlett to approve Resolution #12-02, as attached. The vote for approval was unanimous.

VIII. REPORTS

A. Board of Trustees

Ms. McHatton thanked the staff who organized the ASCC Leadership Conference.

Mr. Jackson stated that the memorial services for Mohammed Nabulsi were very moving and added that Mr. Nabulsi raised admirable sons. He expressed his condolences regarding the passing of Mathew Tautolo and recognized the quick response from staff on campus.

Dr. Liu stated that the ASCC Leadership Conference was informative and fun.

Dr. Hughlett stated that Dr. Johnson was proficient in handling bumps in the road at the ASCC Leadership Conference and applauded staff for a great event.

Dr. Edmiston stated that he attended the 2012 Economic Forecast hosted by the Santa Fe Springs Chamber of Commerce. He stated that we have a long recovery ahead and are converting to a new way of doing things.

Dr. Cho stated that the ASCC Leadership Conference was enjoyable.

Ms. Hughes stated that the students enjoyed the ASCC Leadership Conference. She stated that new senators and commissioners were appointed and had excellent resumes. Ms. Hughes indicated that the In-N-Out truck was enjoyed by many students. She added that Jamie Quiroz conducted an informative Financial Aid workshop for students and encouraged students to submit their paperwork early. She expressed her condolences to the family of Mathew Tautolo and added that students are collecting donations for the family.

B. Faculty and Staff Leadership

Ms. Moore shared a copy of the California Community College Student Success Taskforce Recommendations. She stated that the recommendations will require changes by the college and added that the goal is to address basic skills needs. She stated that a controversial recommendation is to develop a success "scorecard" which could be a possible step toward funding based on success rates.

Ms. Laughon expressed her condolences to the family of Mathew Tautolo and added that she recognized the classified staff who responded quickly to the emergency.

C. President/Superintendent and Vice Presidents

Mr. El Fattal explained that the tax increase initiative proposes a one-half percent state sales tax increase for four years and the personal income tax increase would affect individuals with incomes of \$250,000 and higher. He added that a \$4 million cut will occur if the initiative doesn't pass and that staff is planning for that scenario. He discussed proposed changes to categorical funding and buyback deferrals. He concluded by stating that Chancellor Jack Scott stated that there are brighter days ahead if the tax initiative passes.

Dr. Johnson complimented the professionalism of staff members in Student Health Services for their emergency assistance to Mathew Tautolo. He shared the latest edition of the *Financial Aid News Flash* and added that adhering to timelines is critical in ensuring prompt financial assistance.

Dr. Brock welcomed Dr. Nick Real, David Fabish and Rick Miranda and added that she is thrilled to have them as new deans on campus. She stated that the head count is currently 22,000, down 2.6 percent from the same day last year.

Mr. Collins acknowledged the quality of the staff. He indicated that the face of the college is changing as the college moves toward hiring 26 new faculty members.

Dr. Lacy recognized the staff members who responded quickly to assist Mathew Tautolo and expressed her condolences to his family. She stated that the semester is off to a smooth start. She indicated that the Automotive Complex renovation is almost complete. She stated that 32 employees will participate in the first Falcon Leadership Academy session on January 20. She stated that the Hall of Fame Induction Ceremony will be held on Thursday, April 12 at the Sheraton Cerritos. Dr. Lacy concluded by thanking everyone who attended the holiday party in December.

IX. CLOSED SESSION

The Board adjourned to closed session at 7:25 p.m.

X. RECONVENE

The Board reconvened at 8:15 p.m.

Read Out

Ms. McHatton reported that in closed session the Board of Trustees approved an amendment to the contract for employment of Mr. David El Fattal as Vice President of Business Services/Assistant Superintendent to extend the term of employment from June 30, 2012 to June 30, 2014. The vote for approval was unanimous.

Read Out

Mr. Jackson reported that in closed session the Board of Trustees approved an amendment to the contract for employment of Dr. Stephen B. Johnson as Vice President of Student Services/Assistant Superintendent to extend the term of employment from June 30, 2012 to June 30, 2013. The vote for approval was unanimous.

XI. ADJOURNMENT

The Board adjourned at 8:16 p.m.

XII. NEXT REGULAR MEETING

The next regular meeting of the Board of Trustees is scheduled for Wednesday, February 1, 2012 at 6:00 p.m.







Bob Arthur, Board President



Dr. Bob Hughlett, Board Secretary

CERRITOS COLLEGE

TO: Board of Trustees
FROM: Dr. Linda L. Lacy, President/Superintendent 
REVIEWED BY: Mr. David El Fattal, Vice President of Business Services 
 Dr. Stephen Johnson, Vice President of Student Services 
PREPARED BY: Suzie Payne, Budget Manager 
DATE: January 18, 2012
SUBJECT: **Consideration of Approval of Non-Resident Tuition Fee and Non-Resident Student Capital Outlay Fee for 2012-13**

RECOMMENDATION

It is recommended that the Board of Trustees approve the per unit non-resident tuition fee of \$179, and the per unit non-resident student capital outlay fee of \$29 for a total of \$208, effective for the 2012-13 Fiscal Year and including the 2012 Summer Session.

OVERVIEW

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

ANALYSIS

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

1. The Statewide average cost, per column 1 of the attached worksheet
2. The District average cost, per column 2
3. The District average cost with 10% or more noncredit FTES, per column 3
4. The Contiguous district: (Specify district and its fee)
5. No more than district average cost (Col. 2 or 3); no less than statewide average cost.
6. Highest Years Statewide average tuition. (New)
7. No more than 12 Comparable States' Average Tuition. (New)

The calculated statewide expense of education is \$179 per unit non-resident tuition fee. The calculated District expense of education is \$165 per unit non-resident tuition fee. The District for the past several years has utilized the statewide expense of education as the basis for non-resident tuition when that figure was higher than the District's. The fee would be effective beginning the 2012 Summer Session for non-resident students.

In addition, Education Code, Section 76141(a), authorizes community college districts to charge non-resident students a capital outlay fee. This portion of the Education Code was amended by AB 947 (Chapter 377, statutes 2009) to now charge this capital outlay fee to any non-resident student – except for AB540 students, who will continue to be exempt from this fee. AB 947 deleted the condition that a

non-resident student capital outlay fee will be charged only to non-residents that were citizens and residents of a foreign country.

The amount of the non-resident capital outlay fee has to be the lesser of:

1. The amount that was expended by the district for capital outlay in the preceding fiscal year divided by the total full-time equivalent students of the district in the preceding fiscal year; OR
2. 50% of the 2011-12 non-resident tuition fee adopted pursuant to EC 76140 Revenue from any fee charged pursuant to this section shall be expended only for purposes of capital outlay, maintenance, and equipment.

Cerritos College is utilizing option 1.

The specified calculation for the Cerritos Community College District capital outlay fee amounts to \$29. This amount is based on the expenditures of the various construction projects that were completed in the 2010-11 fiscal year.

FINANCIAL IMPLICATIONS

As presented above.

Attachments

CERRITOS COLLEGE

TO: Board of Trustees
FROM: Dr. Linda L. Lacy, President/Superintendent *MLL*
PREPARED BY: Dr. Bryan Reece, Dean of Academic Success and Institutional Effectiveness
DATE: January 18, 2012
SUBJECT: **Consideration of Approval of Stipends for Part-Time Faculty Participating in Student Success Center Meetings for 2011-2012 Fiscal Year**

RECOMMENDATION

It is recommended that the Board of Trustees approve stipends for part-time success center faculty for their participation in Student Success Center meetings for the 2011-2012 fiscal year.

OVERVIEW

To coordinate the Success Center, it is critical that all faculty working in the Center participate in monthly department meetings. As these meetings are required, part-time faculty are compensated at their hourly rates. To cover Fall 2011 and Spring 2012 meetings, we request approval for the following.

ANALYSIS

As an example, the December 2011 meeting reviewed the following topics. Fall 2011: faculty and staff survey, student surveys, student traffic, strengths and weaknesses in the Success Center and more. Spring 2012: upcoming training sessions, schedule for the spring, goals and objectives for the spring, expected increase in student traffic and more.

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
Banga, Shellie	\$350.00
Cano, Andrea	\$350.00
DiGiovanni, Sybil	\$350.00
Fagundes, Michelle	\$350.00
Flores-Salcido, Dahlia	\$350.00
Grigorieff, Annette	\$350.00
Hsiao, John	\$350.00
Kane, John	\$350.00
McLaughlin, Patrick	\$350.00
O'Grady, Jennifer	\$350.00
Rodriguez, Melanie	\$350.00
Smith, Harold	\$350.00
Stockwell, Melissa	\$350.00
Yang, Lucy (Ruixue)	\$350.00
Yoneshige, Hope	\$350.00

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CERRITOS COLLEGE

TO: Board of Trustees
FROM: Dr. Linda Lacy, President/Superintendent *LL*
REVIEWED BY: Dr. Marilyn Brock, Interim Vice President of Academic Affairs *MB*
PREPARED BY: Karen Meyers, Interim Instructional Dean of Health Occupations *KMeyers*
DATE: January 18, 2012
SUBJECT: Consideration of Approval of Stipends for the Enrollment Growth and Retention for Registered Nursing Programs Grant Spring 2012

RECOMMENDATION

It is recommended that the Board of Trustees approve payment of stipends to nursing faculty members for work which will be performed January through June 2012 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, workshops, review courses, software, videos and clinical simulation to support both clinical and didactic practice

ANALYSIS

To maximize student success and strengthen retention, Spring 2012 activities will include scenarios and simulations designed to enhance clinical judgment and critical thinking, work-shops and a NCLEX Review course to maximize student success in passing the examination. The NCLEX Review course is grant funded for the Spring 2012 semester at \$85/hour. The Simulation Specialist is grant funded at \$50 per hour and workshops are funded at \$75/hour for January through May 2012.

FINANCIAL IMPLICATIONS

Project coordination functions are performed by:

- Voorhies, Ann \$ 750

Case management functions are performed by:

- Kelli Brooks \$1500

Simulation Specialist 4 hours/week for 7 weeks during the semester performed by:

- Alice Kusumoto \$ 1400

The following faculty members are to receive stipends for the NCLEX Review course:

- Patty Riedel \$850 (10 hours)
- Debbie Binning \$425 (5 hours)
- Rebecca Orozco \$425 (5 hours)
- Keri Gonzales \$425 (5 hours)
- Kelly Brooks \$425 (5 hours)

Workshops:

- Rebecca Orozco \$300 (4 hours)
- Melodie Cooke \$300 (4 hours)

Stipends will be paid as 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 COMMUNITY COLLEGE DISTRICT
RESOLUTION #12-01**

**RESOLUTION AUTHORIZING THE UTILIZATION OF VOLUNTEERS
AND THEIR COVERAGE UNDER THE DISTRICT WORKERS'
COMPENSATION PROGRAM**

WHEREAS, the board desires to authorize the utilization of volunteers to perform volunteer services for Cerritos Community College District, and

WHEREAS, the Human Resources Department will approve, process, and maintain records of all volunteers, and

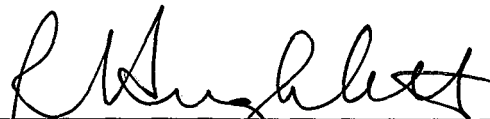
WHEREAS, the board desires to provide Workers' Compensation coverage for these volunteers, and

WHEREAS, the legislature of the State of California has provided through legislation (Labor Code Section 3364.5) authorization for the inclusion of such coverage, therefore be it

RESOLVED, that the Board of Trustees of the Cerritos Community College District hereby recognizes that an unsalaried person authorized by the board to perform volunteer service for the district shall be deemed an employee of the district for the purpose of Workers' Compensation benefits provided for by law for any injury sustained while acting in the course and scope of the authorized services of the District under the direction and control of the governing board of the district.

Adopted at a regular meeting of the Board of Trustees of the Cerritos Community College District at Norwalk, California this 18th day of January, 2012.

Signed: 
President, Board of Trustees

Attest: 
Secretary to Board of Trustees

CERRITOS COLLEGE

TO: Board of Trustees
FROM: Dr. Linda L. Lacy, President/Superintendent *ML*
REVIEWED BY: David El Fattal, Vice President of Business Services *DLF*
PREPARED BY: Inez Pineda-Ruelas, Interim Director of Purchasing
DATE: January 18, 2012
SUBJECT: **Consideration of Approval of Change Order #3 (Bid #0809--04), Vigilant Insurance Company, Automotive Technology Complex Modernization & Addition**

RECOMMENDATION

It is recommended that the Board of Trustees approve Change Order #3 in the amount of \$50,470.00 for the Automotive Technology Complex Modernization & Addition.

OVERVIEW

On March 16, 2011, the Board awarded a contract to Vigilant Insurance Company for the Automotive Technology Complex Modernization & Addition. Two change orders have been previously approved by the Board as follows:

Change Order #1 – September 7, 2011 -- \$30,477.00

Change Order #2 – October 19, 2011 -- \$68,119.00

Public Contract Code Section 20659 requires Board approval for a change order to a public works bid.

ANALYSIS

The total cost for the attached item in Change Order #3 is \$50,470.00. The original contract amount approved by the Board was \$5,218,600.00. Change Order #3 has been reviewed by Tilden-Coil Constructors (Construction Management); and the Vice President of Business Services. Please refer to the attachment for the item, details and approvals of Change Order Number Three.

FINANCIAL IMPLICATIONS

The cost will be \$50,470.00 increasing the contract amount to \$5,367,666.00. Funding is from the GO Bond.

Project: Cerritos College
Automotive Technology Complex
Modernization & Addition
11110 Alondra Blvd
Norwalk, CA 90650

Change Order Number: 03

To: Vigilant Insurance Company
15 Mountain View Road
Warren, NJ 07059
P: 908- 903-5339
F: 908-903-5537

Summary:

Item 3.01

Description: Provide additional interior partition wall inside Office 28C in Building A.
Reference: Architect's Supplemental Instructions # 11T, Jaynes Change Order Request # A-ASI#011T.
Reason: Provide wall to provide storage room with Office 28C.
Requested by: Campus
Cost: Add \$ 6,736.00
Time Extension: Days 0

Item 3.02

Description: Replace interior door leaves 11A, 14B, and 28AA, at Rooms 11 Classroom, 14 Bench Lab, and 28 Office. New door leaves to include half door lites (windows). Additional scope of work includes door leaves and glass, materials only. Original and remaining scope included changing door hardware complete.
Reference: Architect's Supplemental Instructions # 12TR, Jaynes Change Order Request # A-ASI#012TR.
Reason: Provide doors with windows.
Requested by: Campus
Cost: Add \$ 3,878.00
Time Extension: Days 0

Item 3.03

Description: Replace existing damaged waste line piping, to remain and be reused, under the new restrooms in Building A.
Reference: Architect's Supplemental Instructions # 12TR, Jaynes Change Order Request # A-ASI#012TR.
Reason: Unforeseen condition, existing cast iron piping not intact (damaged and rusted out from soil conditions).
Requested by: Contractor / Program Manager / Architect
Cost: Add \$ 1,675.00
Time Extension: Days 0

Item 3.04

Description: Provide one additional HVAC zone damper in Room # 14 in Building A.
Reference: Request for Information # 321, Jaynes Change Order Request # A-RFI321.
Reason: Existing conditions would not fit one large zone damper so, two smaller zone dampers were installed.

Requested by: Contractor / Architect

Cost: Add \$ 1,675.00

Time Extension: Days 0

Item 3.05

Description: Water damage repair in Rooms 10, 11 and 14 in Building A. Includes removal of casework, replacement of damaged casework toe kick bases (Rooms 10 and 14), reinstallation of stainless steel counter tops (Room 10), replacement of stainless steel counter tops damaged by removal (Room 14), drywall removal and replacement to 4' high (Room 11).

Reference: Architect's Supplemental Instructions # 10T, Field Work Directive # 007T, Field Work Directive # 010T, Jaynes Change Order Request # A-ASI#010T.

Reason: Unforeseen condition.

Requested by: Architect / Program Manager

Cost: Add \$ 25,388.00

Time Extension: Days 0

Item 3.06

Description: Revise shower valves to provide ADA accessible shower valves and sprayers at both the Men's and Women's Restrooms in Building A.

Reference: Request for Information # 349, Jaynes Change Order Request # A-RFI349.

Reason: Provide accessible showers / code requirement.

Requested by: Architect

Cost: Add \$ 512.00

Time Extension: Days 0

Item 3.07

Description: Provide rated doors and frames at Storage Room # 12 in Building A. Includes replacement of two existing door frames and four existing doors (with fire rated glass in doors), and the patching of drywall around the openings.

Reference: Request for Information # 351, Jaynes Change Order Request # A-RFI351.

Reason: Provide fire rated room / code requirement.

Requested by: Architect

Cost: Add \$ 7,714.00

Time Extension: Days 0

Item 3.08

Description: Provide straight wall at radius wall corner in Room #10 in Building A, as to allow for the installation of new wall mounted sink.

Reference: Request for Information # 346, Jaynes Change Order Request # A-RFI346.

Reason: Wall necessary for sink installation at the proposed location.

Requested by: Architect

Cost: Add \$ 1,493.00

Time Extension: Days 0

Item 3.09

Description: Frame wall to conceal existing water line riser in Reception Room # 17.
Reference: Request for Information # 336, Jaynes Change Order Request # A-RFI336.
Reason: Aesthetic.
Requested by: Architect / Program Manager

Cost: Add \$ 1,399.00
Time Extension: Days 0

SUMMARY of COST:

TOTAL OF THIS CHANGE ORDER \$50,470.00
TOTAL ADDITIONAL WORKING DAYS: 0 (zero)

CONTRACT SUMMARY:

Original Contract Amount	\$	5,218,600.00
Net change by previous Change Orders	\$	98,596.00
Net sum prior to this Change Order	\$	5,317,196.00
Amount of This Change Order	\$	50,470.00
New Contract Sum	\$	<u>5,367,666.00</u>

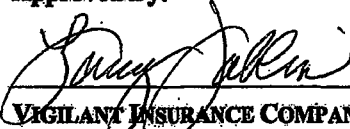
This CO Percentage of Change to Contract 1.0%

This Change Order is hereby executed on the _____ day of _____, 2011.

Approved By:

Approved By:

CERRITOS COLLEGE
DAVID EL FATTAL, V.P. OF BUSINESS SERVICES
11110 ALONDRA BLVD.
NORWALK, CA 90650




VIGILANT INSURANCE COMPANY (BENCHMARK)
LARRY JABLIN, AGENT
15 MOUNTAIN VIEW RD. (2 VENTURE, STE. 200)
WARREN, NJ 07059 (IRVINE, CA 92618)

Reviewed By:

Reviewed By:

TILDEN-COIL CONSTRUCTORS, INC.
JIMMY RIORDAN, PROJECT MANAGER
11110 ALONDRA BLVD.
NORWALK, CA 90650



TATE SNYDER KIMSEY / CALDWELL
JOHN THOMAS, ARCHITECT
3107 WASHINGTON BLVD.
MARINA DEL REY, CA 90292

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: Inez Pineda-Ruelas, Interim Director of Purchasing
DATE: January 18, 2012
SUBJECT: **Consideration of Approval of Change Orders #5, #6 and #7 (Bid #0910-08),
USS Cal Builders, Inc., Gymnasium Seismic Retrofit**

RECOMMENDATION

It is recommended that the Board of Trustees approve Change Order #5 in the amount of \$24,800.00, Change Order #6 in the amount of \$62,500.00, and Change Order #7 in the amount of \$24,560.00 for the Gymnasium Seismic Retrofit.

OVERVIEW

On June 9, 2010, the Board awarded a contract to USS Cal Builders, Inc. for the Gymnasium Seismic Retrofit. Four change orders have been previously approved by the Board as follows:

Change Order #1 – July 6, 2011 -- \$24,174.00.

Change Order #2 – October 5, 2011 -- \$3,135.00.

Change Order #3 – December 7, 2011 -- \$125,095.00.

Change Order #4 – December 7, 2011 -- \$6,044.00.

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 Change Orders #5, #6, and #7 is \$111,860.00. The original contract amount approved by the Board was \$7,598,000.00. Change Orders #5, #6, and #7 have been reviewed by Tilden-Coil Constructors (Construction Management); and the Vice President of Business Services. Please refer to the attachment for the item, details and approvals of Change Order Numbers Five, Six and Seven.

FINANCIAL IMPLICATIONS

The cost will be \$111,860.00 increasing the contract amount to \$7,868,308.00. Funding is from the GO Bond.

000018

Project: Cerritos College
Gymnasium Seismic Retrofit
11110 Alondra Blvd
Norwalk, CA 90650

Change Order Number: 05

To: USS Cal Builders, Inc.
8051 Main Street
Stanton, CA 90680
P: 714-828-4882
F: 714-828-9498

Summary:

Item 5.01

Description: Additional lead paint abatement of existing steel columns and beams to receive new steel mounts for backboard motors and supports at all (6) main baskets. Scope of work includes labor, materials, equipment, and disposal of lead waste.

Reference: Instruction Bulletin #002

Reason: Structural design for added backboard motor mounts and support structure is required. Lead paint must be abated from any existing steel member prior to welding new attachments.

Requested by: Owner

Cost: Add \$ 11,671.00

Time Extension: Days 0

Item 5.02

Description: Change door hardware sets #01,02 & 04 from Ives 8190-0-0 pulls to Ives anti-vandal VR910NL pulls

Reference: RFI #217

Reason: Campus locksmith and Architect confirmed the need for vandal resistant door pulls at these locations during door hardware coordination meeting held with the general contractor and door subcontractor

Requested by: Owner

Cost: Add \$ 2,910.00

Time Extension: Days 0

Item 5.03

Description: Change specifications for building interior signage to match campus standard, including brushed aluminum inserts with brushed aluminum frames

Reference: Instruction Bulletin #023

Reason: The campus standard for signage changed after GSR plans were initially bid

Requested by: Owner

Cost: Add \$ 8,368.00

Time Extension: Days 0

000019

Item 5.04

Description: Furnish and install 120 LF of pre-finished 22 gauge gutter and flashing above curtain wall assembly and North exterior structural steel facade
Reference: Instruction Bulletin #025
Reason: Additional design element required after DSA review of curtain wall submittals
Requested by: State Agency (DSA)
Cost: Add \$ 1,851.00
Time Extension: Days 0

SUMMARY of COST:

TOTAL OF THIS CHANGE ORDER \$24,800.00
TOTAL ADDITIONAL WORKING DAYS:.....0

CONTRACT SUMMARY:

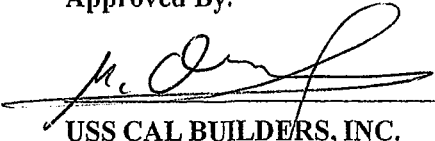
Original Contract Amount	\$	7,598,000.00
Net change by previous Change Orders		\$158,448.00
Net sum prior to this Change Order	\$	7,756,448.00
Amount of This Change Order	\$	24,800.00
New Contract Sum	\$	<u>7,781,248.00</u>
This C.O. Percentage of Change to Contract		0.3%

This Change Order is hereby executed on the 26th day of December, 2011.

Approved By:


CERRITOS COLLEGE
DAVID EL FATTAL, V.P. OF BUSINESS SERVICES
11110 ALONDRA BLVD.
NORWALK, CA 90650

Approved By:



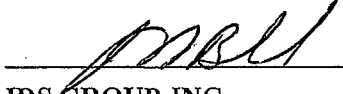
USS CAL BUILDERS, INC.
MOHAMMAD QAHOUSH, PROJECT MANAGER
8051 MAIN ST.
STANTON, CA 90680

Reviewed By:



TILDEN-COIL CONSTRUCTORS
CHAD BARNES, PROJECT MANAGER
11110 ALONDRA BLVD.
NORWALK, CA 90650

Reviewed By:



IDS GROUP, INC.
JOHN BEARDALL, ARCHITECT *Engineer*
1 PETERS CANYON RD., SUITE 130
IRVINE, CA 92606

Project: Cerritos College
Gymnasium Seismic Retrofit
11110 Alondra Blvd
Norwalk, CA 90650

Change Order Number: 06

To: USS Cal Builders, Inc.
8051 Main Street
Stanton, CA 90680
P: 714-828-4882
F: 714-828-9498

Summary:

Item 6.01

Description: Re-order #6 & #7 rebar to accommodate existing foundation system and perform field labor to bend/reconfigure portions of rebar, chip concrete, and epoxy additional dowels at type PC-2B pile caps.

Reference: RFI's #254 & 256

Reason: Existing pile cap sizes and configurations, once excavated, varied greatly from that which was anticipated in the contract drawings. This necessitates re-fabrication and/or field adjustment and bending of rebar at approximately 85% of the pile caps (10 locations) along the East & West sides of the building. Additional concrete chipping of existing pile caps and epoxy installation of dowels is also required to prepare existing caps for tie-in to new pile caps. Pricing includes credit for decreased scope of excavation and concrete as some existing pile caps were larger than expected.

Requested by: Owner / Structural Engineer due to Unforeseen Conditions

Cost: Add \$ 52,471.00

Time Extension: Days

8 M.C.

Item 6.02

Description: Concrete chipping, hand excavation and corrugated metal panel removal from existing type PC-1 pile caps, performed on Time & Material basis during time period from June to November, 2011. Additional work remains and will be processed on future change order

Reference: RFI's #176, 183 & 194 / Field Work Directive #019-R001

Reason: Existing pile cap sizes and configurations along the North and South exteriors of the gymnasium were found to be of differing size and shape than shown on the construction drawings. Due to these unforeseen conditions, contractor has to perform extra demolition, excavation, and preparatory work to tie in new pile caps to existing caps

Requested by: Owner / Structural Engineer due to Unforeseen Conditions

Cost: Add \$ 10,029.00

Time Extension: Days 10

000022

SUMMARY of COST:

TOTAL OF THIS CHANGE ORDER\$62,500.00
TOTAL ADDITIONAL WORKING DAYS:.....10

CONTRACT SUMMARY:

Original Contract Amount	\$	7,598,000.00
Net change by previous Change Orders		\$183,248.00
Net sum prior to this Change Order	\$	7,781,248.00
Amount of This Change Order	\$	62,500.00
New Contract Sum	\$	<u>7,843,748.00</u>
This C.O. Percentage of Change to Contract		0.8%

This Change Order is hereby executed on the 26th day of December, 2011.

Approved By:

Approved By:

CERRITOS COLLEGE
DAVID EL FATTAL, V.P. OF BUSINESS SERVICES
11110 ALONDRA BLVD.
NORWALK, CA 90650

USS CAL BUILDERS, INC.
MOHAMMAD QAHOUSH, PROJECT MANAGER
8051 MAIN ST.
STANTON, CA 90680

Reviewed By:

Reviewed By:

TILDEN-COIL CONSTRUCTORS
CHAD BARNES, PROJECT MANAGER
11110 ALONDRA BLVD.
NORWALK, CA 90650

IDS GROUP, INC.
JOHN BEARDALL, ARCHITECT *Engineer*
1 PETERS CANYON RD., SUITE 130
IRVINE, CA 92606

USS Cal Builders signs this Change Order under full reservation of rights including but not limited to the right to submit a claim for an extension of time and for all indirect impact costs or expense caused by or resulting from this Change Order. *ju*

Project: Cerritos College
Gymnasium Seismic Retrofit
11110 Alondra Blvd
Norwalk, CA 90650

Change Order Number: 07

To: USS Cal Builders, Inc.
8051 Main Street
Stanton, CA 90680
P: 714-828-4882
F: 714-828-9498

Summary:

Item 7.01

Description: Custom fabricate 480 LF of 3/8" and 5/8" steel plate and weld to structural steel I-beams to create a built-up steel section for correction of existing out-of-plumb conditions of exterior building columns. This cost is for material and equipment only. Labor costs are being directed on Time & Material to capture accurate shop welding costs.

Reference: RFI #221

Reason: Existing columns at North & South exterior walls of building (gridlines 1 & 8) are out of plumb. Structural Engineer has directed steel subcontractor to fabricate custom built-up steel sections to correct the condition

Requested by: Owner / Structural Engineer due to Unforeseen Conditions

Cost: Add \$ 24,560.00

Time Extension: Days 0

SUMMARY of COST:

TOTAL OF THIS CHANGE ORDER \$24,560.00

TOTAL ADDITIONAL WORKING DAYS:.....0

CONTRACT SUMMARY:

Original Contract Amount	\$	7,598,000.00
Net change by previous Change Orders		\$245,748.00
Net sum prior to this Change Order	\$	7,843,748.00
Amount of This Change Order	\$	24,560.00
New Contract Sum	\$	<u>7,868,308.00</u>

This C.O. Percentage of Change to Contract 0.3%


000025

This Change Order is hereby executed on the 29th day of December, 2011.

Approved By:

Approved By:


CERRITOS COLLEGE
DAVID EL FATTAL, V.P. OF BUSINESS SERVICES
11110 ALONDRA BLVD.
NORWALK, CA 90650



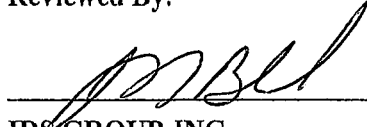
USS CAL BUILDERS, INC.
MOHAMMAD QAHOUSH, PROJECT MANAGER
8051 MAIN ST.
STANTON, CA 90680

Reviewed By:

Reviewed By:



TILDEN-COIL CONSTRUCTORS
CHAD BARNES, PROJECT MANAGER
11110 ALONDRA BLVD.
NORWALK, CA 90650



IDS GROUP, INC.
JOHN BEARDALL, ARCHITECT *Engineer*
1 PETERS CANYON RD., SUITE 130
IRVINE, CA 92606

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

Name		Discipline	Salary Placement	Rate
Titel	Marc	Business Administration	B1	48.83

New Hires

Name		Discipline	Salary Placement	Rate
Carlson	Gina	Business Administration	A1	48.83
Nunez	Henry	Paralegal	A1	48.83
Vickers	Thomas	Paralegal	A1	48.83

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

Name		Discipline	Salary Placement	Rate
Delgado	Jasmine	Art & Design	B3	54.60

FACULTY HOURLY - HEALTH OCCUPATIONS**New Hires**

Name		Discipline	Salary Placement	Rate
Deere	Dana	Clinical Nursing	A1	48.83

FACULTY HOURLY - LIBERAL ARTS**Reemployed**

Name		Discipline	Salary Placement	Rate
Dongell	Robert	English	B5	60.33
Nakamura	Diane	ESL	B5	60.33
Zumaeta	Haydee	Foreign Language	B5	60.33

New Hires

Name		Discipline	Salary Placement	Rate
Acosta-Licea	Jennifer	Speech	A1	48.83
Arellano	Jesus	Foreign Language	A1	48.83
Buscher	Michelle	English	A1	48.83
Cole	Erin	English	A1	48.83
Sadis	Ira	ESL	A1	48.83
Simmons	Samantha	ESL	A1	48.83
Ugalde	Maria	Foreign Language	A1	48.83

FACULTY HOURLY - SCIENCE, ENGINEERING & MATHEMATICS

New Hires

Name		Discipline	Salary Placement	Rate
Malan	Stephen	Mathematics	A1	48.83
McNulty	Susan	Biological Sciences	A1	48.83
Smith	Peggy	Earth Science	A1	48.83

FACULTY HOURLY - TECHNOLOGY

Reemployed

Name		Discipline	Salary Placement	Rate
Chisum	Anthony	Auto Body Repair	B5	60.33
Hogan	David	Woodworking	B5	60.33

New Hires

Name		Discipline	Salary Placement	Rate
Gardner	Patricia	Cosmetology	A1	48.83
Long	Judith	Cosmetology	A1	48.83
Salazar	Yvonne	Cosmetology	A1	48.83

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

CLASSIFIED:EMPLOYMENT

Gardener Groundskeeper @25-1(\$2,951.00/month) effective January 20, 2012:
Sharon Plump (Facilities Department)

Gardener Groundskeeper @25-1(\$2,951.00/month) effective January 20, 2012:
Steve Gonzalez (Facilities Department)

Program Assistant II @30-3 (\$3,624.00/month) effective January 3, 2012:
Evangeline Reichwein (Science, Engineering, and Mathematics)

Division Secretary Clerk @27-2 (\$3,236.00/month) effective January 19, 2012:
Rosa Meraz (Business, Humanities, Social Science Division)

SHORT-TERM HOURLY EMPLOYMENT (AS NEEDED), VARIABLE HOURS PER DAY & DAYS
PER WEEK, FOR A PERIOD NOT TO EXCEED JUNE 30, 2012 OR 175 TOTAL WORKDAYS,
WHICHEVER OCCURS FIRST

Jett, Dorna	Aide-General (Clerical)	\$8.00/hr	07/01/11
Navarro, Iliana*	"	"	09/25/11
Yanez, Janet	"	"	11/16/11
Dong, Huong	Aide-Special (Tutor)	\$8.00/hr	10/01/11
Ruiz, Shaylene*	Clerk	\$8.64/hr	10/25/11
Aguirre-Hernandez, Jesse	Typist Clerk	\$8.64/hr	12/07/11
Rodriguez, Celena	"	"	"
Cortez-Montiel, Janet*	Intermediate Clerk	\$9.56/hr	12/12/11
Barajas, Dianna*	Instructional Aide I	\$9.56/hr	11/25/11
Hidalgo, Melissa	"	"	07/01/11
Mata, Veronica*	"	"	10/25/11
Sanchez, Patricia*	"	"	"
Tran, Ha	"	"	11/10/11
Gutierrez, Anna*	"	"	11/02/11
Rios, Giovanni	Student Activities Clerk	\$9.56/hr	11/17/11

* Categorically Funded

** Specially Funded

Presented to the Board of Trustees 1/18/12

SHORT-TERM HOURLY EMPLOYMENT (AS NEEDED), VARIABLE HOURS PER DAY & DAYS PER WEEK, FOR A PERIOD NOT TO EXCEED JUNE 30, 2012 OR 175 TOTAL WORKDAYS, WHICHEVER OCCURS FIRST

Gonzalez, Silviano	Custodian	\$9.76/hr	11/17/11
Ramos, Francisco	"	"	11/01/11
Langseng, William	Aquatics Specialist	\$10.11/hr	08/15/11
Jimenez, Stephanie	Community Services Officer	\$10.53/hr	12/05/11
McIntosh, Michael	"	"	11/29/11
Ramirez, Jasmin*	Document Services Coordinator	\$11.88/hr	12/01/11
Ybarra, Casondra*	Job Developer	\$11.88/hr	10/25/11
Akil, Ali	Instructional Aide II	\$12.81/hr	10/25/11
Arias, Francisco	"	"	"
Becker, Hillary*	"	"	09/25/11
Boudreau, Andrew*	"	"	"
Brown, Eric	"	"	10/25/11
Caguioa, Abner	"	"	"
Carter, Lashonda*	"	"	09/25/11
Day, Nicole	"	"	10/25/11
Detoya, Maria	"	"	"
Djidjoho, Yannick	"	"	"
Du, Wen*	"	"	09/25/11
Edmilao, Tanya*	"	"	"
Estrella, Nery*	"	"	"
Farol, Ronald	"	"	10/25/11
Flores, Guillermo*	"	"	09/25/11
Garcia, Maria Adelina	"	"	10/25/11
Huang, Ruth*	"	"	09/25/11
Kang, Seunghyun	"	"	10/25/11
Khanal, Kiran	"	"	"
Kilis, Jeanette	"	"	"
Mahmood, Zanjbeel	"	"	"
McKay, Wade	"	"	"
Montegary, Matthew	"	"	"
Mourchid, Yassine	"	"	"
Parton, Richar	"	"	"
Ramirez, Moses*	"	"	09/25/11
Reynoso, Rosalie*	"	"	"
Romero, Charles*	"	"	"
Sakurai, Lester	"	"	11/10/11
Serafin, Nathan	"	"	10/25/11
Sok, Sothy*	"	"	09/25/11
Sorin, Cierra	"	"	10/25/11
Stephens, Brianna	"	"	"
Stever, Eugene	"	"	"
Stockwell, Melissa	"	"	"
Vega, Vanessa	"	"	"
Westaway, Christa*	"	"	09/25/11
Valenzuela, Andres	"	"	10/25/11

SHORT-TERM HOURLY EMPLOYMENT (AS NEEDED), VARIABLE HOURS PER DAY & DAYS PER WEEK, FOR A PERIOD NOT TO EXCEED JUNE 30, 2012 OR 175 TOTAL WORKDAYS, WHICHEVER OCCURS FIRST

Aiton, Amanda**	Banquet Chef	\$13.13/hr	11/01/11
Lopez, Jesusita**	"	"	"
Alvarado, Daisy*	EOPS/VEA Assistant	\$13.79/hr	12/01/11
Robles, Edward	Media Equipment Technician	\$13.79/hr	10/28/11
Casillas, Robert*	Program Facilitator	\$13.97/hr	10/25/11
Gutierrez, Anthony**	"	"	12/01/11
Bleak, Paul	Vocational Education & Special Projects Specialist	\$16.41/hr	01/01/12
Morris, Igera	Account Technician II	\$18.24/hr	11/15/11
Matsumoto, Yukiyo	Educational Technology Trainer	\$18.60/hr	11/01/11
Martuccio, Leticia*	Child Development Center Teacher Grade 1 Step 3	\$24.58/hr	12/12/11
Cardenas, Mirna	Community Education Specialist	\$29.15/hr	01/01/12
Hernandez, David**	"	"	11/01/11
Obrien-Lux, Colin	ASL Interpreter – Instruction Support	\$41.00/hr	08/25/11
Castellanos, Ebenezer*	Cont. Ed. Specialist (Business Ed.)	\$50.52/hr	01/03/12
Hoppe-Nagao, Angela*	"	"	12/01/11

RESOLUTION NO. 12-02
RESOLUTION OF THE BOARD OF TRUSTEES OF THE
CERRITOS COMMUNITY COLLEGE DISTRICT
IN SUPPORT OF COMMUNITY COLLEGE FUNDING

WHEREAS, the Cerritos Community College District Board of Trustees wishes to thank Governor Brown for his support of the college system. The Governor's recognizes that for every \$1 spent on higher education, \$3 is returned to the California economy. For that reason, the Board of Trustees supports the Governor's proposed tax initiative for the November ballot that calls for a half cent increase in the state sales tax and an increase in personal income tax beginning with taxpayers making more than \$250,000 per year. These increases coupled with additional spending cuts over the cuts that have already been made throughout the state budget in the last three years will stabilize state spending for education in California; and

WHEREAS, the Board of Trustees has taken every possible initiative to reduce the cost of operating Cerritos College and has kept the college fiscally sound. However, the Board also recognizes that thousands of students are on waiting lists for classes each semester and thousands more are unable to enroll in classes at the college. This means that the students who have been affected most by budget reductions are recent high school graduates and displaced workers because they do not have priority registration; and

WHEREAS, The Board knows that Cerritos College plays a vital role in the Southland economy, providing trained workers in health care, automotive repair, in the trades, in culinary arts, in business, and in preparing transfer ready students for the four-year colleges and universities. The college has excellent partnerships in the service industry, manufacturing industry, and with businesses large and small throughout the region.

THEREFORE, BE IT RESOLVED THAT The Cerritos College Board of Trustees urges the California Legislature and the voters of California to support the Governor's budget and tax plan to keep California's community colleges as a full partner in the economic recovery of the state.

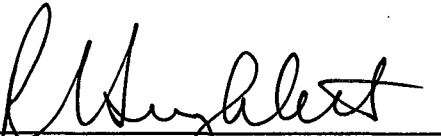
ADOPTED, SIGNED, AND APPROVED by the Board of Trustees of the Cerritos Community College District this 18th day of January, 2012.

AYES: 7

Signed: 
 President, Board of Trustees

NOES: 0

ABSENT: 0

Attest: 
 Secretary to Board of Trustees

CERRITOS COMMUNITY COLLEGE DISTRICT
MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
FEBRUARY 1, 2012

- I. CALL TO ORDER The meeting was called to order at 6:00 p.m. by Mr. Bob Arthur, Board President. Those present were Mr. Bob Arthur, Dr. Tina Cho, Dr. Ted Edmiston, Dr. Bob Hughlett, Mr. Tom Jackson, Dr. Shin Liu, Ms. Jean McHatton and Ms. Areal Hughes, Student Trustee. Others present were the President/Superintendent, Interim Vice President of Academic Affairs, Vice President of Business Services, Vice President of Student Services, Interim Vice President of Human Resources, Faculty Senate President and the CSEA President.

- II. PLEDGE OF ALLEGIANCE The flag salute was led by Ms. Hughes.

- III. APPROVAL OF MINUTES A. It was moved by Ms. McHatton and seconded by Mr. Jackson to approve the minutes of the regular meeting of January 18, 2012. The vote for approval was unanimous (student advisory vote: aye).

- IV. INSTITUTIONAL PRESENTATIONS A. Dr. Lacy presented Yajayra Tovar with the Outstanding Classified Employee Award for the month of December 2011.

- V. PUBLIC PRESENTATIONS There were no public presentations.

- VI. CONSENT AGENDA It was moved by Dr. Hughlett and seconded by Ms. McHatton 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. New Course Offerings, as attached.
 - B. Title V Grant – Hispanic Serving Institutions Habits of Mind Program – Year 3, as attached.
 - C. Perkins/VTEA Grant Honorarium, as attached.
 - D. General Fund, Special Reserve Funds, Restricted Funds, Financial Aid Fund, and Payroll Clearance Fund Warrants for the Quarter Ending December 31, 2011

Payroll "A" Warrants	6,824	\$16,182,226.22
Other "B" Warrants	2,691	\$11,694,870.68
 - E. Budget Extensions and Budget Transfers, as attached.
 - F. Employment of Temporary and/or Substitute Hourly Faculty Personnel, as needed for the 2011-2012 Academic Year, as attached.

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

Added by addendum:

Custodian @24-1 (\$2,886.00/month plus 5% shift differential) effective February 6, 2012: David Garcia (Facilities)

Custodian @24-1 (\$2,886.00/month plus 5% shift differential) effective February 6, 2012: Javier Ruiz (Facilities)

Gardener/Groundskeeper @25-1 (\$2,951.00/month) effective February 13, 2012: Kurt Zimmerman (Facilities)

Senior Clerk @25-L1 (\$3,717.00/month) effective February 6, 2012: Maribel Gomez (Facilities)

Testing Technician @25-1 (\$2,951.00/month) effective February 2, 2012: Rosario Martinez (Career Services)

VII. ADMINISTRATIVE MATTERS

- A. As information, the Board book contained College Coordinating Committee Minutes for December 5, 2011.
- B. No action was taken regarding the consideration of approval of a nominee for the 2012 CCCT Board Election.

VIII. REPORTS

- A. Board of Trustees
Ms. McHatton stated that the Cerritos College Art Gallery opening for the Facial Expressionism exhibit was unusual and very interesting.
- Dr. Hughlett stated that the Chamber Leadership Breakfast was a good event but bittersweet as many are struggling through tough economic times. He added that the CCLC Legislative Conference went well and added that the Board, Dr. Lacy and Mark Wallace had the opportunity to meet with many legislators to discuss issues such as the lack of a CSU transfer campus for Cerritos College.
- Dr. Edmiston stated that support is needed at the state level so that more online textbooks can be made available for students.
- Dr. Cho stated that the candlelight vigil for Mathew Tautolo was a touching event.
- Ms. Hughes shared an update regarding events taking place on campus. She also thanked the Board for its dedication to serving students when meeting with legislators in Sacramento.
- B. Faculty and Staff Leadership
Ms. Moore stated that the College Committee on Student Success had a productive meeting where directed learning activities were discussed.
- C. President/Superintendent and Vice Presidents
Dr. Johnson stated that the Campus Police department will be placing electronic permit dispensers on campus that allow for payment by credit card. He also stated that February is Financial Aid Awareness month.

Dr. Brock invited the Board to attend the Child Development Center's "Snowy Day" event in Lot C-8 on February 3 at 2:00 p.m.

Dr. Lacy stated that she attended a board meeting for the Greater Los Angeles New Car Dealers Association and added that it was a great opportunity to meet the board members. She congratulated the individuals recently inducted to the Cerritos College Hall of Fame and invited the Board to attend the Induction Ceremony on April 12 at 5:30 p.m. at the Sheraton Cerritos. She concluded by recognizing the Board's advocacy for the college when meeting with legislators in Sacramento.

IX. CLOSED SESSION

The Board adjourned to closed session at 6:24 p.m.

X. RECONVENE

The Board reconvened at 6:41 p.m.

Read Out

Dr. Edmiston reported that in closed session the Board of Trustees received a recommendation from the College Human Resources Department to accept the terms and conditions of a Separation Agreement to be executed with full-time employee number 1012134. That Agreement will establish an irrevocable and mutually-agreed upon resignation of employee number 1012134 to be effective on May 18, 2012. Having discussed the terms and conditions, the Board of Trustees has determined that the Separation Agreement is of mutual benefit to the College and employee number 1012134. Therefore, the Agreement has been approved on this date. The vote for approval was unanimous.

XI. ADJOURNMENT

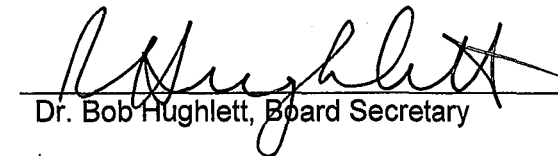
The Board adjourned at 6:42 p.m.

XII. NEXT REGULAR MEETING

The next regular meeting of the Board of Trustees is scheduled for Wednesday, February 15, 2012 at 6:00 p.m.



Bob Arthur, Board President



Dr. Bob Hughlett, Board Secretary

HPEDA

PE 104

Introduction to Kinesiology

3.0 Units

Class hours: 3.0 Lecture

Prerequisite: None

Corequisite: None

Recommendation: None

This introductory course is designed to provide students an overview of the study of Kinesiology. Students will study fundamental/introductory concepts associated in each area of Kinesiology, explore those concepts within research and applied contexts, and complete activities to build knowledge of the various dimensions. Theories will be studied from both sport and exercise perspectives. The application of Kinesiology content will also be discussed as it relates to professional development.

PE 140

Physical Fitness Training

1.5 Units

Class hours: .75 Lecture/2.25 Lab

Prerequisite: None

Corequisite: None

Recommendation: None

This course is designed to provide knowledge, resources, and a routine that promotes fitness awareness through a progressive training regimen. The students will participate in a physical conditioning program based on the use of training principles, fitness testing, a variety of exercises, and self-awareness surveys.

FINE ARTS/COMMUNICATIONS

FILM 114

Storyboarding & Animation Principles for Film

3.0 Units

Class hours: 2.0 Lecture/4 Lab

Prerequisite: None

Corequisite: None

Recommendation: None

This course looks at visual storytelling techniques using storyboards and the principles of animation to effectively communicate a story through pre-visualization and hand drawing of sequences for a live-action production, graphic novel illustration or a character-based animation project. (This course is not open to students who are enrolled in or who received credit in ART 114.)

PHOT 235

The Photographic Book

3.0 Units

Class hours: 2.0 Lecture/4.0 Lab

Prerequisite: PHOT 100 or PHOT 110 with a grade of Pass or "C" or higher

Corequisite: None

Recommendation: ART 188 and ART 182A with grades of Pass or "C" or higher

This is a course in the theory and practice of making photography books. Lectures and demos will present information regarding both handmade, one-of-a-kind photography art books and digital print-on-demand photography books. Topics include sequencing images, photography book history, contemporary applications, conceptual strategies, book structure and design.

TO: Board of Trustees

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

PREPARED BY: Dr. Stephen Clifford, Professor of English/Program Director Title V Grant *SPC*

DATE: February 1, 2012

SUBJECT: **Consideration of Approval Grant [Title V-Hispanic Serving Institutions Habits of Mind Program – Year 3]**

RECOMMENDATION

It is recommended that the Board of Trustees approve the acceptance of the grant award for Cerritos College in the amount of \$528,987.00

OVERVIEW

Cerritos College has been awarded \$528,987.00 for the third 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 \$528,987.00 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 significantly impact on students in program retention, persistence, and completion as measured by year-to-year ARCC data, and by qualitative and quantitative measured gathered by the grant's external evaluator.

CERRITOS COLLEGE

TO: Board of Trustees
FROM: Dr. Linda L. Lacy, President/Superintendent *LL*
REVIEWED BY: Dr. Marilyn Brock, Interim Vice President of Academic Affairs
PREPARED BY: Carl Bengston, Dean of Library, Special Projects and Services *CB*
DATE: February 1, 2012 *PN*
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 2011-2012 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 Cellantoni

Use of Color in Film

\$250 per 4 hr workshop
\$500 per 6 hr workshop

Lyndon Barrois

Visual Effects in Film

\$250 per 4 hr workshop
\$500 per 6 hr workshop

Michael Stanton

Talent

\$250 per 4 hr workshop
\$500 per 6 hr workshop

Chuck Strong

Talent

\$250 per 4 hr workshop
\$500 per 6 hr workshop

Laura Phillips

Talent

\$250 per 4 hr workshop
\$500 per 6 hr workshop

Randy Fine

Talent

\$250 per 4 hr workshop
\$500 per 6 hr workshop

Roy Scott Jr.

Talent

\$250 per 4 hr workshop
\$500 per 6 hr workshop

Billy Thompson

Talent

\$250 per 4 hr workshop
\$500 per 6 hr workshop

Scott Hylton




Cinematographer

\$250 per 4 hr workshop
\$500 per 6 hr workshop

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 
REVIEWED BY: Dr. Marilyn Brock, Interim Vice President of Academic Affairs
PREPARED BY: Carl Bengston, Dean of Library, Special Projects and Services 
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Glendel Bondoc

Gaffer

\$250 per 4 hr workshop

\$500 per 6 hr workshop

Matthew Newcomer

Key Grip

\$250 per 4 hr workshop

\$500 per 6 hr workshop

Peter Catania

Director

\$250 per 4 hr workshop

\$500 per 6 hr workshop

Mark Legaspi

Cinematographer

\$250 per 4 hr workshop

\$500 per 6 hr workshop

Taylor Mullen

Director

\$250 per 4 hr workshop

\$500 per 6 hr workshop

Ryan Thienes

Cinematographer

\$250 per 4 hr workshop

\$500 per 6 hr workshop

FINANCIAL IMPLICATIONS

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

000040

BUDGET TRANSFERS FOR FEBRUARY 1, 2012

01.0 FUND-GENERAL FUND-UNRESTRICTED

FROM

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	(24,000)
CAPITAL OUTLAY	\$	(145)
INTERFUND TRANSFERS	\$	
CONTINGENCY	\$	
TOTAL	\$	(24,145)

TO

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	145
CAPITAL OUTLAY	\$	24,000
PAYMENTS TO OR FOR STUDENTS	\$	
TOTAL	\$	24,145

Transfers: Between object codes

Self Balancing: No effect on the ending balance

Number of Transfer Requests: Two (2)

Divisions/Departments/Programs:

Library, Liberal Arts Division and Technology

BUDGET TRANSFERS FOR FEBRUARY 1, 2012

01.3 FUND-GENERAL FUND-UNRESTRICTED

FROM

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	(25,883)
OTHER CONTRACT EXPENSES AND SERVICES	\$	
CAPITAL OUTLAY	\$	
INTERFUND TRANSFERS	\$	
CONTINGENCY	\$	
TOTAL	\$	(25,883)

TO

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	10,883
CAPITAL OUTLAY	\$	15,000
PAYMENTS TO OR FOR STUDENTS	\$	
TOTAL	\$	25,883

Transfers: Between object codes

Self Balancing: No effect on the ending balance

Number of Transfer Requests: One (1)

Divisions/Departments/Programs:
Administrative Cost Allowance

BUDGET TRANSFERS FOR FEBRUARY 1, 2012

01.0 FUND-CONTINGENCY TRANSFERS

FROM

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	(4,196)
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	
CAPITAL OUTLAY	\$	
INTERFUND TRANSFERS	\$	
CONTINGENCY	\$	
TOTAL	\$	(4,196)

TO

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	
CAPITAL OUTLAY	\$	
PAYMENTS TO OR FOR STUDENTS	\$	
CONTINGENCY	\$	4,196
TOTAL	\$	4,196

Transfers: Between object codes

Self Balancing: No effect on the ending balance

Number of Transfer Requests: One (1)

Divisions/Departments/Programs:
Marketing for Enrollment

APPROPRIATION TRANSFER ANALYSIS FOR FEBRUARY 1, 2012

Revenue Budget

00000.0-00000-02220-8890-6120000 (01.0 Fund) \$ 15,000

Local-Library

To allocate revenue budget for periodical subscriptions.

00000.0-00000-71120-8150-6460000 (01.3 Fund) \$ 35,734

Federal-Administrative Cost Allowance

To reflect increase of \$35,734 to the Administrative Cost Allowance
Budget for the 2011-2012 fiscal year.

00000.0-00000-72600-8625-6190000 (01.3 Fund) \$ 4,737

State-CalWORKs

To correctly adjust income to match 2011-2012 Allocation, adopted
budget set-up as \$306,875 should be \$311,612.

Total Revenue Budget \$ 55,471

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

			Salary	
Name		Discipline	Placement	Rate
Beas	Virginia	Psychology	B1	48.83
De Los Rios	Katya	Economics	B2	51.71
Nagao	Denise	Court Reporting	A5	60.33
Stapp	Leslie	Philosophy	B5	60.33
Thames	April	Psychology	B2	51.71

New Hires

			Salary	
Name		Discipline	Placement	Rate
Argueta	Hilda	Computerized Officed Technology	A1	48.83
Brown Jr.	William	Paralegal	A1	48.83
Ellison	Christopher	Paralegal	A1	48.83
Essington	Amy	History	A1	48.83
Keithly	Dana	Anthropology	A1	48.83
Kunioka	Todd	Political Science	A1	48.83
Singim	Patricia	Psychology	A1	48.83
Yankey	Kofi	Economics	A1	48.83

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

			Salary	
Name		Discipline	Placement	Rate
Doyle	John	Art	B5	60.33
Foerch	Kenneth	Music	A2	51.71
Stahl	Christine	Theatre Arts	A4	57.46

FACULTY HOURLY - LIBERAL ARTS**Reemployed**

			Salary	
Name		Discipline	Placement	Rate
Danielo	Ja'net	English	B5	60.33
Edwards	Lawrance	Speech	B2	51.71
Renteria	Robert	Reading	B5	60.33

FACULTY HOURLY - LIBERAL ARTS (Cont.)

New Hires

Name		Discipline	Salary Placement	Rate
Blake	Lesley	English	A1	48.83
Cifuentes	Otto	Modern Languages	A1	48.83
Folayan	Elaine	English	A1	48.83
Glatfelter	Angela	Speech	A1	48.83
Hua	Linda	English	A1	48.83
Hyer	Mark	English	A1	48.83
Jaimes	Franciella	Speech	A1	48.83
Lenton	Amanda	English	A1	48.83
Motoike	Kathleen	English	A1	48.83
Nishimura	Mark	English	A1	48.83
Prow	Katrina	English	A1	48.83
Ramser	Dean	English	A1	48.83
Rho	Gina	English	A1	48.83
Romo	Daniel	English	A1	48.83
Sartin	Natalie	English	A1	48.83
Trickett	Dawn	Speech	A1	48.83
Wagner	Summer	Speech	A1	48.83
Westaway	Christa	English	A1	48.83

FACULTY HOURLY - PE/ATHLETICS

Reemployed

Name		Discipline	Salary Placement	Rate
Ramos	Dolores	Physical Education	A2	51.71

New Hires

Name		Discipline	Salary Placement	Rate
Christensen	Bryce	Physical Education	A1	48.83

FACULTY HOURLY - SCIENCE, ENGINEERING & MATHEMATICS

Reemployed

Name		Discipline	Salary Placement	Rate
Johnson	Kimberly	Biological Sciences	B5	60.33
Sir	Donna	Biological Sciences	B1	48.83
Tran	Le	Mathematics	B1	48.83
White-Howard	W. Leigh	Chemistry	B5	60.33

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

Name		Discipline	Salary Placement	Rate
Bonakdar	Mehrdad	Mathematics	A1	48.83
Chen	Ling-l	Chemistry	A1	48.83
Fang	Paul	Physics	A1	48.83
Lazarus	Laura	Chemistry	A1	48.83
Yi	Sally	Mathematics	A1	48.83

FACULTY HOURLY - TECHNOLOGY**New Hires**

Name		Discipline	Salary Placement	Rate
Chung	Lynn	Cosmetology	A1	48.83
Dohy	Deborah	Cosmetology	A1	48.83
Gruber-Gonzales	Michon	Cosmetology	A1	48.83
Jamka	Alan	Pathways	A1	48.83
Roman	Cynthia	Cosmetology	A1	48.83
Villalobos	Richard	Cosmetology	A1	48.83

COUNSELOR HOURLY - STUDENT SERVICES**Reemployed**

Name		Assignment	Salary Placement	Rate
Wood	John	Woodworking	B5	60.33

New Hires

Name		Discipline	Salary Placement	Rate
Benson	Violoa	Veterans Center	C1	40.23
O'Neal	Janice	DSP&S	C1	40.23

FACULTY HOURLY - STUDENT SERVICES**Reemployed**

Name		Assignment	Salary Placement	Rate
Aguayo	Robert	Counseling	B3	54.60
Toumajian	MaryKay	Counseling	B3	54.60

FACULTY HOURLY - LIBRARY

New Hires

Name		Salary Placement	Rate
Augugliaro	Mary	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, 2012 OR 175 TOTAL WORKDAYS,
WHICHEVER OCCURS FIRST

Camacho, Mario*	Clerk	\$8.64/hr	11/25/11
Lee, Jennie	Instructional Aide I	\$9.56/hr (1)	01/09/12
Maldonado, Salvador	"	"	12/19/11
Talamantes, Louie*	"	"	01/01/12
Tupuola-Poloo, Daryll	"	\$9.99/hr (2)	08/10/11
Villiarreal, Christian	"	\$9.56/hr (1)	11/10/11
Kim, Felix	Outreach Worker	\$9.56/hr (2)	10/01/11
Salazar, Angelina	Intermediate Clerk	\$9.56/hr	01/09/12
Espinoza, Martha	Custodian	\$9.76/hr	12/15/11
Kendrick, Kima	"	"	"
McKinney, Rebecca	"	"	11/01/11
Hart, Brittany	Aquatics Specialist	\$10.11/hr	01/09/12
Escobar, Oscar	Secretary	\$11.34/hr	01/09/12
Barragan, Claudia	Instructional Aide II	\$12.81/hr	10/25/11
Gutierrez, Anthony	"	"	12/01/11
Sarabia, Alexa	"	"	10/25/11
Sok, Sothy*	"	"	01/09/12
Ruiz, Martha**	Speech & Language Instructional Aide	\$12.81/hr	01/02/12
Duarte, Luis**	Equipment Mechanic	\$13.79/hr	01/05/12
Borge, Mauricio	Research Assistant	\$13.79/hr	01/03/12
Martinez III, Tony*	Technical Director/Designer	\$14.79/hr	01/03/12
Mishler, Katherine*	Project Assistant	\$20.00/hr	12/01/11
Graciano, Mireya	Aide-Special (Interpreter Level IV)	\$33.50/hr	01/01/12
Kam, Edward	"	"	"
Newmaster, Charity Brooke	"	"	"

* Categorically Funded

** Specially Funded

Presented to the Board of Trustees 2/01/12

SHORT-TERM HOURLY EMPLOYMENT (AS NEEDED). VARIABLE HOURS PER DAY & DAYS PER WEEK. FOR A PERIOD NOT TO EXCEED JUNE 30, 2012 OR 175 TOTAL WORKDAYS, WHICHEVER OCCURS FIRST

Kwon Il, Chung	Aide-Special (Interpreter Level V)	\$39.50/hr	01/01/12
O'Brien, Colin Lux	"	"	"
Tanner, Desiree	"	"	"
Havrilla, Lori**	Cont. Ed. Specialist (Health Occ.)	\$50.52/hr	01/09/12
Spradlin, Nancy**	"	"	"

CERRITOS COMMUNITY COLLEGE DISTRICT
MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
FEBRUARY 15, 2012

- I. CALL TO ORDER The meeting was called to order at 6:00 p.m. by Mr. Bob Arthur, Board President. Those present were Mr. Bob Arthur, Dr. Ted Edmiston, Dr. Bob Hughlett, Mr. Tom Jackson, Dr. Shin Liu, Ms. Jean McHatton and Ms. Areal Hughes, Student Trustee. Dr. Tina Cho was not present. Others present were the President/Superintendent, Interim Vice President of Academic Affairs, Vice President of Business Services, Vice President of Student Services, Interim Vice President of Human Resources, a Faculty Senate Representative and the CSEA President.
- II. PLEDGE OF ALLEGIANCE The flag salute was led by Julian Del Real, ASCC Vice President.
- III. APPROVAL OF MINUTES A. It was moved by Dr. Hughlett and seconded by Ms. McHatton to approve the minutes of the regular meeting of February 1, 2012. The vote for approval was unanimous (student advisory vote: aye).
- IV. PUBLIC HEARING A. Mr. Arthur opened the public hearing for Intention of Cerritos Community College District to Establish Criteria to Determine Whether Community College Construction Projects Are Substantially Complex And Subject to More Than Five Percent Retention, as attached. It was moved by Dr. Hughlett to close the public hearing. The vote for approval was unanimous.
- V. INSTITUTIONAL PRESENTATIONS A. Dr. Lacy presented Jim Engebretson with the Outstanding Classified Employee Award for the month of January 2012.
- VI. PUBLIC PRESENTATIONS There were no public presentations.
- VII. CONSENT AGENDA It was moved by Dr. Hughlett and seconded by Mr. Jackson to approve the consent agenda and addendum. Mr. Arthur requested that Item E. be held for separate consideration. The vote for approval and/or ratification of the following items was unanimous (student advisory vote: aye):
- E. It was moved by Dr. Hughlett and seconded by Ms. McHatton to approve Item E:
- Resolution #12-04 to Establish Criteria to Determine Whether Community College Construction Projects Are Substantially Complex And Subject to More than Five Percent Retention and to Delegate Authority to Designate Substantially Complex Projects, as attached.
- Mr. Arthur requested a staff report on this item. Steve Worley of Tilden-Coil Constructors, Inc. stated that legislation passed in January that changed the required retention rate from 10% to 5%. He explained that when more funds are held in retention, it protects the district. By approving the attached resolution, the district may increase the retention rate for projects that are complex in nature, particularly with regard to safety. He added that projects will be considered on a case-by-case basis. The vote for approval was unanimous (student advisory vote: aye).

- A. New Course Offerings, as attached.
- B. California Community College Chancellor's Office Teacher Preparation Pipeline Grant, as attached.
- C. 2012 Commencement Speaker, as attached.
- D. A Resolution of the Board of Trustees of the Cerritos Community College District, Los Angeles County, California, Authorizing the Issuance of Cerritos Community College District (Los Angeles County, California) Election of 2004, General Obligation Bonds, Series 2012D, and Actions Related Thereto, as attached.
- E. This item was considered separately.
- F. Quarterly Fiscal Status Report for the Quarter Ending December 31, 2011, as attached.
- G. Budget Extensions and Budget Transfers, as attached.
- H. Contracts, as follows:

Consultant

NEW

- 1. Nicholas F. Transue
 ATTE/CTE Program and Website Support
 Foundation and Community Advancement
To provide ATTE CTE Hub and Center in marketing and program implementation support which includes ongoing operation of ATTE and 4Energy websites, coordinating and implementing ATTE career technical opportunities and projects regionally and statewide, and coordinating and implementing other programs for which the ATTE Center at Cerritos College is partnered. For period February 1, 2012 through June 30, 2012. Total cost will be \$33,333 with funding from the Industry Partnership Practices – ATTE grant.

Services

NEW

- 2. El Camino Community College District
 Use of El Camino College's Employment Training Panel Funds
To use El Camino College's Employment Training Panel (ETP) funds to provide on-site, customized training to Cerritos College business clients. For period March 20, 2012 through October 2, 2013. No cost to the district.
- I. Employment of Temporary and/or Substitute Hourly Faculty Personnel, as needed for the 2011-2012 Academic Year, as attached.
- J. Employment of Classified, Short-Term, Substitute, and/or Student Hourly Personnel, as attached.

Added by addendum:

Media Equipment Technician (Full-Time) @38-1 (\$3,981.00/month) effective February 27, 2012: Tom Chu (Media Services Department)

Media Equipment Technician (Part-Time) @38-1 (\$22.97 per hour plus 2.5% swing shift differential) effective February 21, 2012: Steven Kim (Media Services Department)

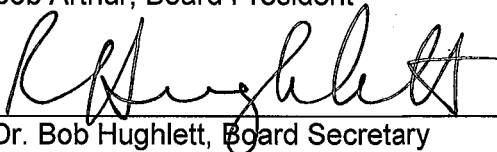
- VIII. ADMINISTRATIVE MATTERS
- A. As information, the Board book contained College Coordinating Committee Minutes for January 23, 2012.
- IX. REPORTS
- A. Board of Trustees
 Ms. Hughes stated that a debate will be held between ASCC President and Student Trustee candidates on the Thursday before elections. She also stated that the committee that selects recipients of student awards has been modified so that members of the community as well as staff have an opportunity to provide input.
- Dr. Edmiston stated that the BRAVO Awards ceremony in the city of Bellflower was a great community event.
- Dr. Hughlett stated that he attended a breakfast meeting hosted by the La Mirada Chamber of Commerce and added that they seem to be flourishing. He attended the Chinese New Year Celebration and also complimented Culinary Arts for a great "Taste of Brazil" event.
- Ms. McHatton stated that the BRAVO Awards ceremony was a worthwhile and heartwarming event. She also acknowledged Traci Ukita for hosting an informative workshop regarding selecting a major.
- B. Faculty and Staff Leadership
 Ms. Hoppe-Nagao stated that elections for Faculty Senate president will be held in two weeks and added that Bob Chester and Michelle Lewellen are candidates. She added that the sabbatical leave criteria is currently under review.
- C. President/Superintendent and Vice Presidents
 Dr. Johnson stated that the Financial Aid Office has been surveying students to determine areas where the office can be of further assistance.
- Dr. Lacy indicated that GASB requirements are slated to become linked with Accreditation Standard III.B. She stated that this year, the textbook rental program in the Bookstore has saved students \$91,000. She concluded by stating that finalist interviews for the Vice President of Human Resources will be held on February 21. Open forums for the Vice President of Academic Affairs will be held on February 23 and finalist interviews will be held on February 28.
- X. CLOSED SESSION The Board adjourned to closed session at 6:34 p.m.
- XI. RECONVENE The Board reconvened at 7:50 p.m.
- Read Out Mr. Arthur reported that in closed session the Board of Trustees approved the employment of Noorali Delawalla as Director of Fiscal Services on Grade 38, Step 8 of the Management & Confidential salary schedule (\$11,586 per month) effective March 1, 2012. Mr. Delawalla will be employed on an hourly basis (\$66.84/hour) as needed from February 16, 2012 to February 29, 2012.
- XII. ADJOURNMENT The Board adjourned at 7:51 p.m.

XIII. NEXT REGULAR MEETING

The next regular meeting of the Board of Trustees is scheduled for Wednesday, March 7, 2012 at 6:00 p.m.



Bob Arthur, Board President



Dr. Bob Hughlett, Board Secretary

**NOTICE OF PUBLIC HEARING
ON INTENTION OF CERRITOS COMMUNITY COLLEGE DISTRICT
TO ESTABLISH CRITERIA TO DETERMINE WHETHER COMMUNITY COLLEGE
CONSTRUCTION PROJECTS ARE SUBSTANTIALLY COMPLEX
AND SUBJECT TO MORE THAN FIVE PERCENT RETENTION**

NOTICE IS HEREBY GIVEN of the intention of the Board of Trustees ("Board") of the Cerritos Community College District ("College") to establish criteria to determine whether community college construction projects are substantially complex and subject to a retention amount higher than five percent (5%) pursuant to the terms of Public Contract Code section 7201(b)(4).

The time and place set for the public hearing on the intention of the Board of the College to establish criteria to determine whether community college construction projects are substantially complex and subject to retention higher than five percent (5%) is **February 15, 2012 at 6:00 p.m.**, or as soon thereafter as practicable, at Cerritos College, Cheryl A. Epple Board Room, 11110 Alondra Blvd., Norwalk, CA 90650. At such time, the testimony of all interested persons for or against the proposed finding will be heard. Any protest pertaining to the regularity or sufficiency of the proceedings shall be in writing and shall clearly set forth the irregularities and defects on the basis of which the objection is made. Any written protest shall be filed with the Clerk of the College on or before the time set for the hearing. The College may waive any irregularities in the form or content of any written notice and at the hearing may correct minor defects in the proceedings. Written protests may be withdrawn, in writing, at any time before the conclusion of the hearing.

The public hearing will take place as a part of a regular Board of Trustees meeting.

Please contact the President's Office at (562) 860-2451 x2204 for more information.

FINE ARTS

Film Production Certificate and AA Degree

The Film Production program focuses on the fundamentals of the various trades and crafts of filmmaking, the aesthetics and the history as well as contemporary trends such as music video and reality television programming.

Film Production majors will have the opportunity to either fulfill lower division major requirements for preparation to transfer to a four-year university or to join the film industry workforce.

The Film Production courses at Cerritos College introduce students to the broad industry of filmmaking, both as a creative art form and as a dynamic business offering many rewarding careers paths. Students develop industry relevant skills by learning time-honored fundamentals, contemporary trends and current technology to prepare them for a highly competitive field; whether to transfer to a film school, or to find entry-level work in the industry.

The emphasis is on training students for jobs that are immediately available in the film industry, including camera operator, gaffer, grip, production assistant, storyboard artist, and many others. The program has received approval from the Cerritos College Curriculum Committee and from the Area Deans Council for both an Associate in Arts degree and an 18-unit Certificate of Achievement in Film Production. A number of students have already completed the majority of the course requirements for the degree and will graduate in the next academic year.

LIBERAL ARTS

English AA-Transfer

The English program has had a transfer associate degree for years and is changing it at this time to parallel the new AA-Transfer degrees created by SB 1440, passed by the state legislature last summer. This legislation requires community colleges to create streamlined associate degree options for multiple majors. The streamlined degrees, which are based on a state-wide model curriculum, will allow students an easy path to completion and provides some transfer/acceptance priorities for students who complete them. This English degree is the third degree adopted this year by the Curriculum Committee, the first being in Communications, and the second being the sociology degree which the board approved in an earlier meeting.

TECHNOLOGY

WMT 183

SketchUp for Woodworkers

3.0 Units

Class hours: 3.0 Lecture/1.0 Lab

Prerequisite: WMT 102 or WMT 103 or WMT 151 with a grade of Pass or "C" or higher.

Corequisite: None

Recommendation: WMT 130 with a grade of Pass or "C" or higher. Students should have a basic knowledge of computers and file management.

This course introduces the student to Google SketchUp modeling software and its use in designing furniture and cabinet projects. Topics include software operations, modeling, model revision, presentation graphics, and drawing creation.

CERRITOS COLLEGE

TO: Board of Trustees
FROM: Dr. Linda Lacy, President/Superintendent *LL*
REVIEWED BY: Dr. Marilyn Brock, Interim Vice President of Academic Affairs *MB*
PREPARED BY: Sue Parsons, Director of Teacher TRAC and Learning Communities *SP*
DATE: February 15, 2012
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 June 28, 2013.

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. Two distinct populations are targeted in this program: high school and college students. Teacher TRAC CTE Pathways provides preparation pathways in three career sectors: 1) automotive, 2) woodworking, 3) welding, and 4) education (secondary and post-secondary).

The following goals will be targeted in the 2012-13 program year:



1. Continue to develop and foster a community of practice among teachers cultivating a contextualized curriculum by implementing and assessing faculty professional development activities piloted in the 2010-2011 grant year.
2. Strengthen student development mechanisms to ensure preparation, retention, and transition of Teacher TRAC students, specifically focusing on contextualized Internship opportunities and academic counseling.
3. Increase community awareness, outreach and recruitment of high school and college students who pursue and complete teacher preparation pathways in a math and/or science based CTE sectors.

FINANCIAL IMPLICATIONS

The Cerritos College Teacher TRAC Program will receive \$120,000 to continue development, enhancement, and refinement of the career technical education teacher pathway program with an emphasis on mathematics and science preparation. A 10% in kind match is required. No grant funds will be expended until official Chancellor's signature forms have been received.

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CERRITOS COLLEGE

TO: Board of Trustees
FROM: Dr. Linda L. Lacy, President/Superintendent 
PREPARED BY: Dr. Stephen Johnson, Vice President of Student Services 
DATE: February 15, 2012
SUBJECT: **Consideration of Approval of 2012 Commencement Speaker**

RECOMMENDATION

It is recommended that the Board of Trustees approve Dr. Roz Rosen, Director of the National Center on Deafness, at California State University-Northridge, as the 2012 Commencement Speaker and an honorarium of \$500.

OVERVIEW

Consideration of approval is requested for Dr. Roz Rosen to be the 2012 Cerritos College Commencement Speaker.

ANALYSIS

Dr. Roz Rosen is continuing to carry out a distinguished career in higher education, in work with and on behalf of members in the Deaf and Hard of Hearing community, in national and world service, and in presentations and publications. She is the Director of the National Center on Deafness at California State University, Northridge with primary responsibilities for student success and effective programs. Previous positions held include Executive Director of the Council on Education of the Deaf and Vice President for Academic Affairs at Gallaudet University. She has served on the Board of the Conference of Educational Administrators of Schools and Programs for the Deaf. A frequent presenter, her presentations and publications have included, "*Harnessing the Future: Getting Our Act Together*" keynote address at the Conference of the American Deafness and Rehabilitation Association and "*Human rights for all: The World Federation of the Deaf*" in Deaf People Around the World: Educational and Social Perspectives. Dr. Rosen has held additional positions of national prominence, including President of the National Association of the Deaf and as a member of the Clinton Transition Ad Hoc Task Force on Persons with Disabilities.

The College Committee on Student Life enthusiastically recommends Dr. Rosen as the 2012 Commencement Speaker.

FINANCIAL IMPLICATIONS

An honorarium in the amount of \$500, funded by the District Commencement account, will be made available.

RESOLUTION NO. 12-03

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE CERRITOS COMMUNITY COLLEGE DISTRICT, LOS ANGELES COUNTY, CALIFORNIA, AUTHORIZING THE ISSUANCE OF CERRITOS COMMUNITY COLLEGE DISTRICT (LOS ANGELES COUNTY, CALIFORNIA) ELECTION OF 2004, GENERAL OBLIGATION BONDS, SERIES 2012D, AND ACTIONS RELATED THERETO

WHEREAS, a duly called election was held in the Cerritos Community College District (the "District"), Los Angeles County (the "County"), State of California on March 2, 2004 (the "Election") at which the following proposition (the "Bond Measure") was submitted to the qualified electors of the District:

"Measure CC: To prepare local Cerritos College students for 4-year universities and high-skilled jobs, qualify for State matching funds by repairing deteriorating roofs, wiring, plumbing, inefficient heating/cooling systems; renovating aging classrooms, science/computer labs; repairing, acquiring, constructing, equipping college buildings, sites; improving parking/campus safety; upgrading job training/technology facilities, shall Cerritos Community College District issue \$210,000,000 in bonds, at legal rates with Strict Accountability Safeguards, including Citizens' Oversight Committee, annual audits, no money for administrators salaries?"

WHEREAS, at such election, the Bond Measure received the affirmative vote of fifty-five percent or more of the voters of the District voting on the proposition as certified by the Registrar of Voters of the County in the official canvassing of votes (the "Authorization"); and

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

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

WHEREAS, on June 11, 2009, the Board of Supervisors of the County issued in the name of the District \$55,000,000 aggregate principal amount of a third series of bonds under the Authorization styled as "Cerritos Community College District (Los Angeles County, California) General Obligation Bonds, Election of 2004, Series 2009C" (the "Series C Bonds") on behalf of the District; and

WHEREAS, pursuant to a resolution of the Board of Trustees (the "Board") of the District adopted on March 16, 2011, the District authorized the issuance of its 2011 General Obligation Bond Anticipation Notes (the "2011 Notes"), in anticipation of proceeds from the sale of bonds under the Authorization; and

WHEREAS, On May 11, 2011, the District issued its 2011 Notes in the aggregate principal amount of \$20,000,000, due on April 30, 2012; and

WHEREAS, at this time this Board has determined that it is necessary and desirable to issue the fourth series of bonds under the Authorization, in an aggregate principal amount not-to-exceed \$82,830,000 to be styled as "Cerritos Community College District (Los Angeles County, California) General Obligation Bonds, Election of 2004, Series 2012D" (the "Series D Bonds"); and

WHEREAS, pursuant to Article 4.5 of Chapter 3 of Part 1 of Division 2 of Title 5 of the California Government Code (the "Act"), the Series D Bonds are authorized to be issued by the District for purposes set forth in the ballot submitted to the voters at the Election; and

WHEREAS, this Board desires to authorize the issuance of the Series D Bonds in one or more series of taxable or tax-exempt bonds, and further as any combination of current interest bonds, capital appreciation bonds, or convertible capital appreciation bonds; and

WHEREAS, the District has not received a qualified or negative certification in its most recent interim report; and

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

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

NOW, THEREFORE, BE IT FOUND, DETERMINED AND RESOLVED BY THE BOARD OF TRUSTEES OF THE CERRITOS COMMUNITY COLLEGE DISTRICT, LOS ANGELES COUNTY, CALIFORNIA, AS FOLLOWS:

SECTION 1. Authorization for Issuance of the Series D Bonds. To raise money for the purposes authorized by the voters of the District at the Election (the "Projects"), to pay the maturing 2011 Notes, and to pay all necessary legal, financial, engineering and contingent costs in connection therewith, the Board hereby authorizes the issuance of the Series D Bonds pursuant to the Act in one or more series of taxable or tax-exempt bonds, with appropriate designation if more than one series is issued, and as any combination of Current Interest, Capital Appreciation and Convertible Capital Appreciation Bonds (as defined herein) as set forth in the fully-executed Purchase Contract (defined herein). The Board further orders such Series D Bonds sold such that the Series D Bonds shall be dated as of a date to be determined by the Board, shall be payable upon such terms and provisions as shall be set forth in the Series D Bonds, and shall be in an aggregate principal amount not-to-exceed \$82,830,000.

SECTION 2. Paying Agent. This Board does hereby appoint the Los Angeles County Treasurer and Tax Collector (the "Treasurer") as the Paying Agent (defined herein) for the Series D Bonds on behalf of the District. The Treasurer is authorized to contract with any third party to perform the services of Paying Agent under this Resolution. This Board hereby approves the payment of the reasonable fees and expenses of the Paying Agent as they shall become due and payable. The fees and expenses of the Paying Agent not paid from the proceeds of the sale of the Series D Bonds may be paid

in each year from taxes levied and collected for payment of the Series D Bonds, insofar as permitted by law, including specifically by Section 15232 of the Education Code.

SECTION 3. Terms and Conditions of Sale. The Series D Bonds shall be sold upon the direction of the President/Superintendent or the Vice President, Business Services of the District, or such other officers or employees of the District as the President/Superintendent of the District may designate (collectively, the "Authorized Officers"). The Board hereby authorizes the sale of the Series D Bonds at a negotiated sale, which is determined to provide more flexibility in the timing of the sale, an ability to implement the sale in a shorter time period, an increased ability to structure the Series D Bonds to fit the needs of particular purchasers, and a greater opportunity for RBC Capital Markets, LLC (the "Underwriter") to pre-market the Series D Bonds to potential purchasers prior to the sale, all of which will contribute to the District's goal of achieving the lowest overall cost of funds. The Series D Bonds shall be sold pursuant to the terms and conditions set forth in the Purchase Contract, as described below.

SECTION 4. Approval of Purchase Contract. The form of Bond Purchase Contract (the "Purchase Contract") by and between the District and the Underwriter, for the purchase and sale of the Series D Bonds, substantially in the form on file with the Secretary to the Board, is hereby approved and the Authorized Officers, each alone, are hereby authorized and requested to acknowledge the execution of such Purchase Contract; provided, however, that the maximum true interest cost on the Series D Bonds shall not exceed the maximum rate permitted by law and the Underwriter's discount, excluding original issue discount thereon and expenses and costs of issuance, shall not exceed 0.5% of the aggregate principal amount of Series D Bonds issued. The Authorized Officers, each alone, are further authorized to determine the principal amount of the Series D Bonds to be specified in the Purchase Contract for sale by the District up to \$82,830,000 and to enter into and execute the Purchase Contract with the Underwriter, if the conditions set forth in this Resolution are satisfied. The Board estimates that the costs associated with the issuance of the Series D Bonds, including compensation to the Underwriter (excluding fees of the Bond Insurer, if any), will equal approximately 1.25% of the principal amount of the Series D Bonds.

SECTION 5. Certain Definitions. As used in this Resolution, the terms set forth below shall have the meanings ascribed to them (unless otherwise set forth in the Purchase Contract or the Official Statement):

(a) **"Accreted Interest"** means, with respect to Capital Appreciation Bonds and Convertible Capital Appreciation Bonds, the Accreted Value thereof as of the date of calculation, minus the Denominational Amount thereof.

(b) **"Accreted Value"** means, with respect to the Capital Appreciation Bonds and with respect to the Convertible Capital Appreciation Bonds prior to the Conversion Date thereof, as of the date of calculation, the Denominational Amount thereof, plus Accreted Interest thereon to such date of calculation, compounded semiannually on each February 1 and August 1 (commencing on August 1, 2012 (unless otherwise provided in the Purchase Contract)) at the stated Accretion Rate to maturity or conversion thereof, assuming in any such semiannual period that such Accreted Value increases in equal daily amounts on the basis of a 360-day year of twelve 30-day months.

(c) **"Accretion Rate"** means, unless otherwise provided by the Purchase Contract, that rate which, when applied to the Denominational Amount of a Capital Appreciation Bond

or a Convertible Capital Appreciation Bond, and compounded semiannually on each February 1 and August 1 (commencing on August 1, 2012), produces the Maturity Value on the maturity date, in the case of a Capital Appreciation Bond, and the Conversion Value on the Conversion Date, in the case of a Convertible Capital Appreciation Bond.

(d) **“Bond Insurer”** means any insurance company which issues a municipal bond insurance policy insuring the payment of Principal, Conversion Value or Maturity Value of and interest on the Series D Bonds.

(e) **“Bond Payment Date”** means (unless otherwise provided by the Purchase Contract or the Official Statement) (i) with respect to the Current Interest Bonds, February 1 and August 1 of each year, commencing February 1, 2013, with respect to the interest on the Current Interest Bonds, and the stated maturity dates thereof, with respect to the principal payments on the Current Interest Bonds, (ii) with respect to the Convertible Capital Appreciation Bonds, February 1 and August 1 of each year, commencing on the first such February 1 or August 1 following the respective Conversion Dates thereof, with respect to the interest on the Convertible Capital Appreciation Bonds and the stated maturity dates thereof, with respect to the principal payments on the Convertible Capital Appreciation Bonds, and (iii) with respect to the Capital Appreciation Bonds, the stated maturity dates thereof, as applicable.

(f) **“Capital Appreciation Bonds”** means the Series D Bonds the interest component of which is compounded semiannually to maturity as shown in the table of Accreted Values for such Series D Bonds in the Official Statement.

(g) **“Code”** means the Internal Revenue Code of 1986, as the same may be amended from time to time. Reference to a particular section of the Code shall be deemed to be a reference to any successor to any such section.

(h) **“Continuing Disclosure Certificate”** means that certain Continuing Disclosure Certificate executed by the District and dated the date of issuance and delivery of the Series D Bonds, as originally executed and as it may be amended from time to time in accordance with the terms thereof.

(i) **“Conversion Date”** means, with respect to Convertible Capital Appreciation Bonds, the date from which such Series D Bonds bear current interest.

(j) **“Conversion Value”** means, with respect to Convertible Capital Appreciation Bonds, the Accreted Value as of the Conversion Date.

(k) **“Convertible Capital Appreciation Bonds”** means the Series D Bonds the interest component of which is compounded semiannually to the respective Conversion Dates thereof as shown in the table of Accreted Values for such Series D Bonds in the Official Statement, and which bear interest from such respective Conversion Dates on the Conversion Value thereof, payable semiannually on each Bond Payment Date, all as set forth in the Purchase Contract.

(l) **“Current Interest Bonds”** means the Series D Bonds the interest on which is payable semiannually on each Bond Payment Date specified for each such Series D Bond as designated and maturing in the years and in the amounts set forth in the Purchase Contract.

(m) **“Denominational Amount”** means, with respect to the Capital Appreciation Bonds and Convertible Capital Appreciation Bonds, the initial principal amounts thereof, and, with respect to the Current Interest Bonds, the principal amounts thereof.

(n) **“Depository”** means the entity acting as security depository for the Series D Bonds pursuant to Section 5(c) hereof.

(o) **“DTC”** means The Depository Trust Company, New York, New York, a limited purpose trust company organized under the laws of the State of New York, in its capacity as Depository for the Series D Bonds.

(p) **“Fair Market Value”** means the price at which a willing buyer would purchase the investment from a willing seller in a bona fide, arm's length transaction (determined as of the date the contract to purchase or sell the investment becomes binding) if the investment is traded on an established securities market (within the meaning of Section 1273 of the Code) and, otherwise, the term **“Fair Market Value”** means the acquisition price in a bona fide arm's length transaction (as referenced above) if (i) the investment is a certificate of deposit that is acquired in accordance with applicable regulations under the Code, (ii) the investment is an agreement with specifically negotiated withdrawal or reinvestment provisions and a specifically negotiated interest rate (for example, a guaranteed investment contract, a forward supply contract or other investment agreement) that is acquired in accordance with applicable regulations under the Code, (iii) the investment is a United States Treasury Security—State and Local Government Series that is acquired in accordance with applicable regulations of the United States Bureau of Public Debt, or (iv) any commingled investment fund in which the District and related parties do not own more than a ten percent (10%) beneficial interest therein if the return paid by the fund is without regard to the source of the investment.

(q) **“Information Services”** means Financial Information, Inc.'s Financial Daily Called Bond Service; Mergent, Inc., Called Bond Department; or Standard & Poor's J. J. Kenny Information Services Called Bond Service.

(r) **“Maturity Value”** means the Accreted Value of any Capital Appreciation Bond on its maturity date.

(s) **“Nominee”** means the nominee of the Depository, which may be the Depository, as determined from time to time pursuant to Section 6(c) hereof.

(t) **“Non-AMT Bonds”** means obligations the interest on which is excludable from gross income for federal income tax purposes under Section 103(a) of the Code and not treated as an item of tax preference under Section 57(a)(5)(C) of the Code, that are legal investments pursuant to Section 53601 of the Government Code of the State of California.

(u) **“Official Statement”** means the Official Statement for the Series D Bonds, as described in Section 17 hereof.

(v) **“Outstanding”** means, when used with reference to the Series D Bonds, as of any date, Series D Bonds theretofore issued or thereupon being issued under this resolution except:

(i) Series D Bonds canceled at or prior to such date;

(ii) Series D Bonds in lieu of or in substitution for which other Series D Bonds shall have been delivered pursuant to Section 8 hereof; or

(iii) Series D Bonds for the payment or redemption of which funds or Federal Securities in the necessary amount shall have been set aside (whether on or prior to the maturity or redemption date of such Series D Bonds), in accordance with Section 19 of this Resolution.

(w) **“Owner”** means the registered owner of a Series D Bond as set forth on the registration books maintained by the Paying Agent pursuant to Section 8 hereof.

(x) **“Participants”** means those broker-dealers, banks and other financial institutions from time to time for which the Depository holds book-entry certificates as securities depository.

(y) **“Paying Agent”** means, initially, the Los Angeles County Treasurer and Tax Collector, or any successor thereto, acting in the capacity of paying agent, bond registrar, authenticating agent and transfer agent.

(z) **“Permitted Investments”** means (i) any lawful investments permitted by Section 16429.1 and Section 53601 of the Government Code, including Non-AMT Bonds and Qualified Non-AMT Mutual Funds, (ii) shares in a California common law trust established pursuant to Title 1, Division 7, Chapter 5 of the Government Code which invests exclusively in investments permitted by Section 53635 of the Government Code, but without regard to any limitations in such Section concerning the percentage of moneys available for investment being invested in a particular type of security, (iii) a guaranteed investment contract with a provider rated in at least the second highest category by each rating agency then rating the Series D Bonds, (iv) the Local Agency Investments Fund of the California State Treasurer, (v) the county investment pool maintained by the Treasurer, and (vi) State and Local Government Series Securities.

(aa) **“Principal”** or **“Principal Amount”** means, with respect to any Current Interest Bond, the principal amount thereof and, with respect to any Capital Appreciation Bond or Convertible Capital Appreciation Bonds, the Denominational Amount thereof.

(bb) **“Qualified Non-AMT Mutual Fund”** means stock in a regulated investment company to the extent that at least 95% of the income of such regulated investment company is interest that is excludable from gross income under Section 103 of the Code and not an item of tax preference under Section 57(a)(5)(C) of the Code.

(cc) **“Qualified Permitted Investments”** means (i) Non-AMT Bonds, (ii) Qualified Non-AMT Mutual Funds, (iii) other Permitted Investments authorized by an opinion of Bond Counsel to the effect that such investment would not adversely affect the tax-exempt

status of the Series D Bonds, and (iv) Permitted Investments of proceeds of the Series D Bonds, and interest earned on such proceeds, held not more than thirty days pending reinvestment or Bond redemption. A guaranteed investment contract or similar investment agreement (e.g. a forward supply contract, GIC, repo, etc.) does not constitute a Qualified Permitted Investment.

(dd) **“Rating Agencies”** means Standard & Poor’s Rating Services, Moody’s Investors Service and Fitch Ratings.

(ee) **“Record Date”** means the close of business on the fifteenth day of the month preceding each Bond Payment Date.

(ff) **“Securities Depository”** means The Depository Trust Company, 55 Water Street, New York, New York 10041, Tel: (212) 855-1000 or Fax: (212) 855-7320.

(gg) **“Taxable Bonds”** means any Series D Bonds not issued as Tax-Exempt Bonds.

(hh) **“Tax-Exempt Bonds”** means any Series D Bonds the interest in which is excludable from gross income for federal income tax purposes and is not treated as an item of tax preference for purposes of calculating the federal alternative minimum tax, as further described in an opinion of Bond Counsel supplied to the original purchasers of such Series D Bonds.

(ii) **“Term Bonds”** means those Series D Bonds for which mandatory redemption dates have been established in the Purchase Contract.

(jj) **“Transfer Amount”** means, (i) with respect to any Outstanding Current Interest Bond, the Principal Amount, (ii) with respect to any Outstanding Capital Appreciation Bond, the Maturity Value, and (iii) with respect to any Outstanding Convertible Capital Appreciation Bond, the Conversion Value.

(kk) **“Treasurer”** means the Los Angeles County Treasurer and Tax Collector.

SECTION 6. Terms of the Series D Bonds.

(a) **Denomination, Interest, Dated Dates.** The Series D Bonds shall be issued as Bonds registered as to both principal and interest, in the following denominations: (i) with respect to the Current Interest Bonds, \$5,000 Principal Amount or any integral multiple thereof, (ii) with respect to the Capital Appreciation Bonds, \$5,000 Maturity Value, or any integral multiple thereof (except for one odd denomination, if necessary), and (iii) with respect to Convertible Capital Appreciation Bonds, \$5,000 Conversion Value or any integral multiple thereof. The Series D Bonds shall bear or accrete interest at a rate or rates such that the interest rate shall not exceed that permitted by law.

Each Current Interest Bond shall be dated the date of delivery thereof or such other date as shall appear in the Purchase Contract or Official Statement (the “Dated Date”), and shall bear interest from the Bond Payment Date next preceding the date of authentication thereof unless it is authenticated as of a day during the period from the 16th day of the month next preceding any Bond Payment Date to that Bond Payment Date, inclusive, in which event it shall bear interest from such Bond Payment Date, or unless it is authenticated on or before the first Record Date, in which event it shall bear interest from its

Dated Date. Interest shall be payable on the respective Bond Payment Dates and shall be calculated on the basis of a 360-day year of twelve 30-day months.

The Capital Appreciation Bonds shall mature in the years, shall be issued in aggregate Principal Amounts, shall have Accretion Rates and shall have denominations per each \$5,000 in Maturity Value as shown in the Accreted Value Table attached to the Official Statement or Purchase Contract. The Convertible Capital Appreciation Bonds shall mature in the years, shall be issued in the aggregate Principal Amounts, shall have Accretion Rates and shall have denominations per each \$5,000 in Conversion Value as shown in such Accreted Value Table. Notwithstanding the preceding provisions of this paragraph, in the event that the amount shown in the Accreted Value Table and the Accreted Value caused to be calculated by the District and approved by the Bond Insurer, if any, by application of the definition of Accreted Value set forth in Section 5 differ, the latter amount shall be the Accreted Value of such Capital Appreciation Bond or Convertible Capital Appreciation Bond, as applicable.

Before its Conversion Date, each Convertible Capital Appreciation Bond shall not bear current interest but will accrete in value through the Conversion Date thereof, from its Denominational Amount on the date of delivery thereof, to its Conversion Value on the applicable Conversion Date. From and after its Conversion Date, each Convertible Capital Appreciation Bond will bear current interest, and such interest will accrue based upon the Conversion Value of such Series D Bonds at the Conversion Date. No payment will be made to the Owners of Convertible Capital Appreciation Bonds on the respective Conversion Dates thereof.

(b) Redemption.

(i) Terms of Redemption. The Series D Bonds shall be subject to redemption prior to maturity as provided in the Purchase Contract or the Official Statement.

(ii) Mandatory Redemption. Any Series D Bonds sold as Term Bonds shall be subject to mandatory sinking fund redemption prior to maturity as provided in the Purchase Contract or the Official Statement.

In the event that a portion of any Term Bond is optionally redeemed pursuant to Section 6(b)(i) hereof, the remaining mandatory sinking fund payments shall be reduced proportionately, in integral multiples of \$5,000 (of Principal, Maturity Value, or Conversion Value, as applicable), in respect of the portion of such Term Bond optionally redeemed, or as otherwise directed by the District.

(iii) Selection of Series D Bonds for Redemption. Whenever provision is made in this Resolution for the optional redemption of Series D Bonds and less than all Outstanding Bonds are to be redeemed, the Paying Agent identified below, upon written instruction from the District, shall select Series D Bonds for redemption as so directed and if not directed, in inverse order of maturity. Within a maturity, the Paying Agent shall select Series D Bonds for redemption by lot. Redemption by lot shall be in such manner as the Paying Agent shall determine; provided, however, that (A) the portion of any Current Interest Bond to be redeemed in part shall be in the Principal Amount of \$5,000 or any integral multiple thereof, (B) the portion of any Capital Appreciation Bond to be redeemed in part shall be in integral multiples of the Accreted Value per \$5,000 Maturity Value thereof, and (C) the portion of any Convertible Capital Appreciation Bond to be redeemed in part shall be in integral multiples of the Accreted Value per \$5,000 Conversion Value thereof, and further provided that the Purchase Contract may provide that, within a maturity, Series D Bonds shall be selected for redemption

on a "Pro Rata Pass-Through Distribution of Principal" basis in accordance with DTC procedures, provided further that, such redemption is made in accordance with the operational arrangements of DTC then in effect.

(iv) Notice of Redemption. When redemption is authorized or required pursuant to Section 6(b) hereof, the Paying Agent, upon written instruction from the District, shall give notice (a "Redemption Notice") of the redemption of the Series D Bonds. Such Redemption Notice may be conditioned on the receipt of monies sufficient to pay the Principal, Maturity Value or Conversion Value of, and interest due on, such Series D Bonds on the date set for such redemption. Such Redemption Notice shall specify: the Series D Bonds or designated portions thereof (in the case of redemption of the Series D Bonds in part but not in whole) which are to be redeemed, the date of redemption, the place or places where the redemption will be made, including the name and address of the Paying Agent, the redemption price, the CUSIP numbers (if any) assigned to the Series D Bonds to be redeemed, the Series D Bond numbers of the Series D Bonds to be redeemed in whole or in part and, in the case of any Series D Bond to be redeemed in part only, the Principal Amount, Conversion Value or Accreted Value of such Series D Bond to be redeemed, and the original issue date, interest rate or Accretion Rate and stated maturity date of each Series D Bond to be redeemed in whole or in part. Such Redemption Notice shall further state that on the specified date there shall become due and payable upon each Series D Bond or portion thereof being redeemed at the redemption price thereof, together with the interest accrued or accreted to the redemption date, and that from and after such date, interest with respect thereto shall cease to accrue or accrete.

The Paying Agent shall take the following actions with respect to such Redemption Notice:

(a) At least 30 but not more than 45 days prior to the redemption date, such Redemption Notice shall be given to the respective Owners of Series D Bonds designated for redemption by registered or certified mail, postage prepaid, at their addresses appearing on the Bond Register.

(b) At least 30 but not more than 45 days prior to the redemption date, such Redemption Notice shall be given by (i) registered or certified mail, postage prepaid, (ii) telephonically confirmed facsimile transmission, or (iii) overnight delivery service, to the Securities Depository.

(c) At least 30 but not more than 45 days prior to the redemption date, such Redemption Notice shall be given by (i) registered or certified mail, postage prepaid, or (ii) overnight delivery service, to one of the Information Services.

Neither failure to receive or failure to publish any Redemption Notice nor any defect in any such Redemption Notice so given shall affect the sufficiency of the proceedings for the redemption of the affected Series D Bonds. Each check issued or other transfer of funds made by the Paying Agent for the purpose of redeeming Series D Bonds shall bear or include the CUSIP number identifying, by issue and maturity, the Series D Bonds being redeemed with the proceeds of such check or other transfer.

With respect to any Redemption Notice of Series D Bonds pursuant to Section 6(b)(iv) hereof, unless upon the giving of such notice such Series D Bonds shall be deemed to have been defeased pursuant to Section 19 hereof, such notice shall state that such redemption shall be conditional upon the receipt by the Paying Agent (or an independent escrow agent selected by the District) on or prior to the

date fixed for such redemption of the moneys necessary and sufficient to pay the principal of, and premium, if any, and interest on, such Series D Bonds to be redeemed, and that if such moneys shall not have been so received said notice shall be of no force and effect, the Series D Bonds shall not be subject to redemption on such date and the Series D Bonds shall not be required to be redeemed on such date. In the event that such Redemption Notice contains such a condition and such moneys are not so received, the redemption shall not be made and the Paying Agent shall within a reasonable time thereafter give notice, to the persons to whom and in the manner in which the Redemption Notice was given, that such moneys were not so received.

The District shall have the right to rescind any Redemption Notice, by written notice to the Paying Agent on or prior to the date fixed for redemption. Any such Redemption Notice shall be rescinded if for any reason available monies are not (or will not be) available on the date fixed for redemption for the payment in full of Principal, Maturity Value or Conversion Value of, and interest due on, the Series D Bonds then called for redemption. The Paying Agent shall mail notice of rescission of such Redemption Notice in the same manner that the Redemption Notice was originally provided.

(v) Partial Redemption of Series D Bonds. Upon the surrender of any Series D Bond redeemed in part only, the Paying Agent shall execute and deliver to the Owner thereof a new Series D Bond of like tenor and maturity and of authorized denominations equal in Transfer Amounts to the unredeemed portion of the Series D Bond surrendered. Such partial redemption shall be valid upon payment of the amount required to be paid to such Owner, and the District shall be released and discharged thereupon from all liability to the extent of such payment.

(vi) Effect of Notice of Redemption. Notice having been given as aforesaid, and the moneys for the redemption (including the interest to the applicable date of redemption) having been set aside pursuant to Section 19 hereof, the Series D Bonds to be redeemed shall become due and payable on such date of redemption.

If on such redemption date, money for the redemption of all the Series D Bonds to be redeemed as provided in Section 6(b) hereof, together with interest accrued to such redemption date, shall be held by the Paying Agent so as to be available therefor on such redemption date, and if notice of redemption thereof shall have been given as aforesaid, then from and after such redemption date, interest with respect to the Series D Bonds to be redeemed shall cease to accrue or accrete and become payable. All money held by or on behalf of the Paying Agent for the redemption of Series D Bonds shall be held in trust for the account of the Owners of the Series D Bonds so to be redeemed.

All Series D Bonds paid at maturity or redeemed prior to maturity pursuant to the provisions of this Section 6 shall be cancelled upon surrender thereof and be delivered to or upon the order of the District. All or any portion of a Series D Bond purchased by the District shall be cancelled by the Paying Agent.

(vii) Series D Bonds No Longer Outstanding. When any Series D Bonds (or portions thereof), which have been duly called for redemption prior to maturity under the provisions of this Resolution, or with respect to which irrevocable instructions to call for redemption prior to maturity at the earliest redemption date have been given to the Paying Agent, in form satisfactory to it, and sufficient moneys shall be held by the Paying Agent irrevocably in trust for the payment of the redemption price of such Series D Bonds or portions thereof, and, in the case of Current Interest Bonds, accrued interest with respect thereto to the date fixed for redemption, all as provided in this Resolution,

then such Series D Bonds shall no longer be deemed Outstanding and shall be surrendered to the Paying Agent for cancellation.

(c) Book-Entry System.

(i) Election of Book-Entry System. The Series D Bonds shall initially be delivered in the form of a separate single fully-registered bond (which may be typewritten) for each maturity date of such Series D Bonds in an authorized denomination (except for any odd denomination Bond). The ownership of each such Series D Bond shall be registered in the Bond Register in the name of the Nominee, as nominee of the Depository and ownership of the Series D Bonds, or any portion thereof may not thereafter be transferred except as provided in Section 6(c)(i)(4).

With respect to book-entry Series D Bonds, the District and the Paying Agent shall have no responsibility or obligation to any Participant or to any person on behalf of which such a Participant holds an interest in such book-entry Series D Bonds. Without limiting the immediately preceding sentence, the District and the Paying Agent shall have no responsibility or obligation with respect to (i) the accuracy of the records of the Depository, the Nominee, or any Participant with respect to any ownership interest in book-entry Series D Bonds, (ii) the delivery to any Participant or any other person, other than an owner as shown in the Bond Register, of any notice with respect to book-entry Series D Bonds, including any notice of redemption, (iii) the selection by the Depository and its Participants of the beneficial interests in book-entry Series D Bonds to be prepaid in the event the District redeems the Series D Bonds in part, or (iv) the payment by the Depository or any Participant or any other person, of any amount with respect to Accreted Value, Conversion Value, Principal, premium, if any, or interest on the book-entry Series D Bonds. The District and the Paying Agent may treat and consider the person in whose name each book-entry bond is registered in the Bond Register as the absolute owner of such book-entry bond for the purpose of payment of Accreted Value, Conversion Value, or Principal of and premium and interest on and to such Series D Bond, for the purpose of giving notices of redemption and other matters with respect to such Series D Bond, for the purpose of registering transfers with respect to such Series D Bond, and for all other purposes whatsoever. The Paying Agent shall pay all Accreted Value, Conversion Value, or Principal of and premium, if any, and interest on the Series D Bonds only to or upon the order of the respective owner, as shown in the Bond Register, or his respective attorney duly authorized in writing, and all such payments shall be valid and effective to fully satisfy and discharge the District's obligations with respect to payment of Accreted Value, Conversion Value, or Principal of, and premium, if any, and interest on the Series D Bonds to the extent of the sum or sums so paid. No person other than an owner, as shown in the Bond Register, shall receive a certificate evidencing the obligation to make payments of Accreted Value, Conversion Value, or Principal of, and premium, if any, and interest on the Series D Bonds. Upon delivery by the Depository to the owner and the Paying Agent, of written notice to the effect that the Depository has determined to substitute a new nominee in place of the Nominee, and subject to the provisions herein with respect to the Record Date, the word Nominee in this Resolution shall refer to such nominee of the Depository.

1. Delivery of Letter of Representations. In order to for the Depository's book-entry system, the District and the Paying Agent shall execute and deliver to the Depository a Letter of Representations. The execution and delivery of a Letter of Representations shall not in any way impose upon the District or the Paying Agent any obligation whatsoever with respect to persons having interests in such book-entry Series D Bonds other than the owners, as shown on the Bond Register. By executing a Letter of Representations, the Paying Agent shall agree to take all action necessary at all times so that the

District will be in compliance with all representations of the District in such Letter of Representations. In addition to the execution and delivery of a Letter of Representations, the District and the Paying Agent shall take such other actions, not inconsistent with this Resolution, as are reasonably necessary to qualify book-entry Series D Bonds for the Depository's book-entry program.

2. Selection of Depository. In the event (i) the Depository determines not to continue to act as securities depository for book-entry Series D Bonds, or (ii) the District determines that continuation of the book-entry system is not in the best interest of the beneficial owners of the Series D Bonds or the District, then the District will discontinue the book-entry system with the Depository. If the District determines to replace the Depository with another qualified securities depository, the District shall prepare or direct the preparation of a new single, separate, fully registered bond for each maturity date of such book-entry bond, registered in the name of such successor or substitute qualified securities depository or its Nominee as provided in subsection (4) hereof. If the District fails to identify another qualified securities depository to replace the Depository, then the Series D Bonds shall no longer be restricted to being registered in such Bond Register in the name of the Nominee, but shall be registered in whatever name or names the owners transferring or exchanging such Series D Bonds shall designate, in accordance with the provisions of this Section 6(c).

3. Payments to Depository. Notwithstanding any other provision of this Resolution to the contrary, so long as all outstanding Series D Bonds are held in book-entry and registered in the name of the Nominee, all payments by the District or the Paying Agent with respect to Accreted Value, Conversion Value or Principal of and premium, if any, or interest on the Series D Bonds and all notices with respect to such Series D Bonds shall be made and given, respectively to the Nominees, as provided in the Letter of Representations or as otherwise instructed by the Depository and agreed to by the Paying Agent notwithstanding any inconsistent provisions herein.

4. Transfer of Series D Bonds to Substitute Depository.

(A) The Series D Bonds shall be initially issued as described in the Official Statement described herein. Registered ownership of such Series D Bonds, or any portions thereof, may not thereafter be transferred except:

(1) to any successor of DTC or its nominee, or of any substitute depository designated pursuant to Section 6(c)(i)(4)(A)(2) ("Substitute Depository"); provided that any successor of DTC or Substitute Depository shall be qualified under any applicable laws to provide the service proposed to be provided by it;

(2) to any Substitute Depository, upon (1) the resignation of DTC or its successor (or any Substitute Depository or its successor) from its functions as depository, or (2) a determination by the District that DTC (or its successor) is no longer able to carry out its functions as depository; provided that any such Substitute Depository shall be qualified under any applicable laws to provide the services proposed to be provided by it; or

(3) to any person as provided below, upon (1) the resignation of DTC or its successor (or any Substitute Depository or its successor) from its functions

as depository, or (2) a determination by the District that DTC or its successor (or Substitute Depository or its successor) is no longer able to carry out its functions as depository.

(B) In the case of any transfer pursuant to Section 6(c)(i)(4)(A)(1) or (2), upon receipt of all outstanding Series D Bonds by the Paying Agent, together with a written request of the District to the Paying Agent designating the Substitute Depository, a single new Series D Bond, which the District shall prepare or cause to be prepared, shall be executed and delivered for each maturity of Series D Bonds then outstanding, registered in the name of such successor or such Substitute Depository or their Nominees, as the case may be, all as specified in such written request of the District. In the case of any transfer pursuant to Section 6(c)(i)(4)(A)(3), upon receipt of all outstanding Series D Bonds by the Paying Agent, together with a written request of the District to the Paying Agent, new Series D Bonds, which the District shall prepare or cause to be prepared, shall be executed and delivered in such denominations and registered in the names of such persons as are requested in such written request of the District, provided that the Paying Agent shall not be required to deliver such new Series D Bonds within a period of less than sixty (60) days from the date of receipt of such written request from the District.

(C) In the case of a partial redemption or an advance refunding of any Series D Bonds evidencing a portion of the Maturity Value, Conversion Value or Principal maturing in a particular year, DTC or its successor (or any Substitute Depository or its successor) shall make an appropriate notation on such Series D Bonds indicating the date and amounts of such reduction in Maturity Value, Conversion Value, or Principal, in form acceptable to the Paying Agent, all in accordance with the Letter of Representations. The Paying Agent shall not be liable for such Depository's failure to make such notations or errors in making such notations.

(D) The District and the Paying Agent shall be entitled to treat the person in whose name any Series D Bond is registered as the owner thereof for all purposes of this Resolution and any applicable laws, notwithstanding any notice to the contrary received by the Paying Agent or the District; and the District and the Paying Agent shall not have responsibility for transmitting payments to, communicating with, notifying, or otherwise dealing with any beneficial owners of the Series D Bonds. Neither the District nor the Paying Agent shall have any responsibility or obligation, legal or otherwise, to any such beneficial owners or to any other party, including DTC or its successor (or Substitute Depository or its successor), except to the Owner of any Series D Bonds, and the Paying Agent may rely conclusively on its records as to the identity of the owners of the Series D Bonds.

SECTION 7. Execution of the Series D Bonds. The Series D Bonds shall be signed by the President of the Board, or other member of the Board authorized to do so by resolution of the Board, by their manual or facsimile signature and countersigned by the manual or facsimile signature of the Secretary to or Clerk of the Board, all in their official capacities. No Series D Bond shall be valid or obligatory for any purpose or shall be entitled to any security or benefit under this Resolution unless and until the certificate of authentication printed on the Series D Bond is signed by the Paying Agent as authenticating agent. Authentication by the Paying Agent shall be conclusive evidence that the Series D Bond so authenticated has been duly issued, signed and delivered under this Resolution and is entitled to the security and benefit of this Resolution.

SECTION 8. Paying Agent; Transfer and Exchange. So long as any of the Series D Bonds remains outstanding, the District will cause the Paying Agent to maintain and keep at its principal office all books and records necessary for the registration, exchange and transfer of the Series D Bonds as provided in this Section. Subject to the provisions of Section 9 below, the person in whose name a Series D Bond is registered on the Bond Register shall be regarded as the absolute owner of that Series D Bond for all purposes of this Resolution. Payment of or on account of the Principal, Conversion Value, or Accreted Value of and premium, if any, and interest on any Series D Bond shall be made only to or upon the order of that person; neither the District nor the Paying Agent shall be affected by any notice to the contrary, but the registration may be changed as provided in this Section. All such payments shall be valid and effectual to satisfy and discharge the District's liability upon the Series D Bonds, including interest, to the extent of the amount or amounts so paid.

Any Series D Bond may be exchanged for Series D Bonds of like tenor, maturity and Transfer Amount upon presentation and surrender at the principal office of the Paying Agent, together with a request for exchange signed by the Owner or by a person legally empowered to do so in a form satisfactory to the Paying Agent. A Series D Bond may be transferred on the Bond Register only upon presentation and surrender of the Series D Bond at the principal office of the Paying Agent together with an assignment executed by the Owner or by a person legally empowered to do so in a form satisfactory to the Paying Agent. Upon exchange or transfer, the Paying Agent shall complete, authenticate and deliver a new bond or bonds of like tenor and of any authorized denomination or denominations requested by the Owner equal to the Transfer Amount of the Series D Bond surrendered and bearing or accruing interest at the same rate and maturing on the same date. Capital Appreciation Bonds, Convertible Capital Appreciation Bonds and Current Interest Bonds may not be exchanged for one another.

If any Series D Bond shall become mutilated, the District, at the expense of the Owner of said Series D Bond, shall execute, and the Paying Agent shall thereupon authenticate and deliver, a new Series D Bond of like series, tenor and Transfer Amount in exchange and substitution for the Series D Bond so mutilated, but only upon surrender to the Paying Agent of the Series D Bond so mutilated. If any Series D Bond issued hereunder shall be lost, destroyed or stolen, evidence of such loss, destruction or theft may be submitted to the Paying Agent and, if such evidence be satisfactory to the Paying Agent and indemnity for the Paying Agent and the District satisfactory to the Paying Agent shall be given by the owner, the District, at the expense of the Series D Bond owner, shall execute, and the Paying Agent shall thereupon authenticate and deliver, a new Series D Bond of like tenor in lieu of and in substitution for the Series D Bond so lost, destroyed or stolen (or if any such Series D Bond shall have matured or shall have been called for redemption, instead of issuing a substitute Series D Bond the Paying Agent may pay the same without surrender thereof upon receipt of indemnity satisfactory to the Paying Agent and the District). The Paying Agent may require payment of a reasonable fee for each

new Series D Bond issued under this paragraph and of the expenses which may be incurred by the District and the Paying Agent.

If manual signatures on behalf of the District are required in connection with an exchange or transfer, the Paying Agent shall undertake the exchange or transfer of Series D Bonds only after the new Series D Bonds are signed by the authorized officers of the District. In all cases of exchanged or transferred Series D Bonds, the District shall sign and the Paying Agent shall authenticate and deliver Series D Bonds in accordance with the provisions of this Resolution. All fees and costs of transfer shall be paid by the requesting party. Those charges may be required to be paid before the procedure is begun for the exchange or transfer. All Series D Bonds issued upon any exchange or transfer shall be valid obligations of the District, evidencing the same debt, and entitled to the same security and benefit under this Resolution as the Series D Bonds surrendered upon that exchange or transfer.

Any Series D Bond surrendered to the Paying Agent for payment, retirement, exchange, replacement or transfer shall be cancelled by the Paying Agent. The District may at any time deliver to the Paying Agent for cancellation any previously authenticated and delivered Series D Bonds that the District may have acquired in any manner whatsoever, and those Series D Bonds shall be promptly cancelled by the Paying Agent. Written reports of the surrender and cancellation of Series D Bonds shall be made to the District by the Paying Agent as requested by the District. The cancelled Series D Bonds shall be retained for three years, then returned to the District or destroyed by the Paying Agent as directed by the District.

Neither the District nor the Paying Agent will be required (a) to issue or transfer any Series D Bonds during a period beginning with the opening of business on the 15th business day next preceding either any Bond Payment Date or any date of selection of Series D Bonds to be redeemed and ending with the close of business on the Bond Payment Date or any day on which the applicable notice of redemption is given or (b) to transfer any Series D Bonds which have been selected or called for redemption in whole or in part.

SECTION 9. Payment. Payment of interest on any Current Interest Bond on any Bond Payment Date shall be made to the person appearing on the registration books of the Paying Agent as the Owner thereof as of the Record Date immediately preceding such Bond Payment Date, such interest to be paid by wire transfer or check mailed to such Owner on the Bond Payment Date at his address as it appears on such registration books or at such other address as he may have filed with the Paying Agent for that purpose on or before the Record Date. The Owner in an aggregate Principal Amount, Conversion Value or Maturity Value of One Million Dollars (\$1,000,000) or more may request in writing to the Paying Agent that such Owner be paid interest by wire transfer to the bank and account number on file with the Paying Agent as of the Record Date. The principal, and redemption premiums, if any, payable on the Current Interest Bonds, the Accreted Value and redemption premiums, if any, on the Capital Appreciation Bonds, and the Accreted Value, Conversion Value and redemption premiums, if any, on Convertible Capital Appreciation Bonds shall be payable upon maturity or redemption upon surrender at the principal office of the Paying Agent. The interest, Accreted Value, Conversion Value Principal and premiums, if any, on the Series D Bonds shall be payable in lawful money of the United States of America. The Paying Agent is hereby authorized to pay the Series D Bonds when duly presented for payment at maturity, and to cancel all such Bonds upon payment thereof. The Series D Bonds are general obligations of the District and do not constitute an obligation of the County except as provided in this Resolution. No part of any fund of the County is pledged or obligated to the payment of the Series D Bonds.

SECTION 10. Forms of Series D Bonds. The Series D Bonds shall be in substantially the forms as set forth in Exhibit A hereto, allowing those officials executing the Series D Bonds to make the insertions and deletions necessary to conform the Series D Bonds to this Resolution and the Purchase Contract.

SECTION 11. Delivery of Series D Bonds. The proper officials of the District shall cause the Series D Bonds to be prepared and, following their sale, shall have the Series D Bonds signed and delivered, together with a true transcript of proceedings with reference to the issuance of the Series D Bonds, to the Underwriter upon payment of the purchase price therefor.

SECTION 12. Deposit of Proceeds of Series D Bonds. (a) The purchase price received from the Underwriter pursuant to the Purchase Contract, to the extent of the Principal Amount thereof, shall be paid to the County to the credit of the fund hereby authorized to be created and designated as the "Cerritos Community College District Election of 2004, General Obligation Bonds, Series 2012D Building Fund" (the "Building Fund") for the Series D Bonds and shall be kept separate and distinct from all other District and County funds, and those proceeds shall be used solely for the purpose for which the Series D Bonds are being issued and provided further that such proceeds shall be applied solely to the purposes of the Election. The County shall have no responsibility for assuring the proper use of the Series D Bond proceeds by the District. The Building Fund may contain subaccounts if the Series D Bonds are issued in more than one series. The purchase price received from the Underwriter pursuant to the Purchase Contract, to the extent of any accrued interest and any original issue premium, shall be kept separate and apart in the fund hereby authorized to be created and designated as the "Cerritos Community College District Election of 2004, General Obligation Bonds, Series 2012D Debt Service Fund" (the "Debt Service Fund") for the Series D Bonds and used for payment of Accreted Value, Conversion Value, or Principal of and interest on the Series D Bonds, and for no other purpose. Interest earnings on monies held in the Building Fund shall be retained in the Building Fund. Interest earnings on monies held in the Debt Service Fund shall be retained in the Debt Service Fund. Any excess proceeds of the Series D Bonds not needed for the authorized purposes set forth herein for which the Series D Bonds are being issued upon written notice from the District shall be transferred to the Debt Service Fund and applied to the payment of Accreted Value, Conversion Value or Principal of and interest on the Series D Bonds. If, after payment in full of the Series D Bonds, there remain excess proceeds, any such excess amounts shall be transferred to the general fund of the District.

The costs of issuance of the Series D Bonds are hereby authorized to be paid either from premium withheld by the Underwriter upon the sale of the Series D Bonds, or from proceeds of the Series D Bonds. To the extent costs of issuance are paid from such proceeds, the County, at the direction of the District, may cause a portion of the proceeds of the Series D Bonds, in lieu of being deposited into the Building Fund, to be deposited in a costs of issuance account to be held by a fiscal agent of the District appointed for such purpose.

(b) Moneys in the Debt Service Fund and the Building Fund shall be invested at the written direction of the District, and after consultation with the County, in Permitted Investments. If at the time of issuance the District determines to issue the Series D Bonds as Tax-Exempt Bonds without regard to the Internal Revenue Code "temporary period" restrictions, all investment of Series D Bond proceeds shall be subject to paragraph (1) below; and the District, in consultation with the County, may provide for an agent to assist the County in investing funds pursuant to paragraph (1) below. If the District fails to direct the County or its agent, as the case may be, the County or its agent shall invest or cause the funds in the Building Fund to be invested in Qualified Permitted Investments, subject to the provisions of paragraph (1) below, until such time as the District provides written direction to invest such funds

otherwise. Neither the County nor its officers and agents, as the case may be, shall have any responsibility or obligation to determine the tax consequences of any investment. The interest earned on the moneys deposited to the Building Fund shall be applied as set forth in subparagraph (1)(C) below:

(1) Covenant Regarding Investment of Proceeds.

(A) Permitted Investments. Beginning on the delivery date, and at all times until expenditure for authorized purposes, not less than 95% of the proceeds of the Series D Bonds deposited in the Building Fund, including investment earnings thereon, will be invested in Qualified Permitted Investments which are rated in at least the second highest rating category by one of the three Rating Agencies. Notwithstanding the preceding provisions of this Section, for purposes of this paragraph, amounts derived from the disposition or redemption of Qualified Permitted Investments and held pending reinvestment or redemption for a period of not more than 30 days may be invested in Permitted Investments. The District hereby authorizes investments made pursuant to this Resolution with maturities exceeding five years.

(B) Recordkeeping and Monitoring Relating to Building Fund.

i. Information Regarding Permitted Investments. The District hereby covenants that it will record or cause to be recorded with respect to each Permitted Investment in the Building Fund the following information: purchase date; purchase price; information establishing the Fair Market Value of such Permitted Investment; face amount; coupon rate; periodicity of interest payments; disposition price; disposition date; and any accrued interest received upon disposition.

ii. Information in Qualified Non-AMT Mutual Funds. The District hereby covenants that, with respect to each investment of proceeds of the Series D Bonds in a Qualified Non-AMT Mutual Fund pursuant to paragraph (1)(A) above, in addition to recording, or causing to be recorded, the information set forth in paragraph (1)(B)(i) above, it will retain a copy of each IRS information reporting form and account statement provided by such Qualified Non-AMT Mutual Fund.

iii. Monthly Investment Fund Statements. The District covenants that it will obtain, at the beginning of each month following the delivery date, a statement of the investments in the Building Fund detailing the nature, amount and value of each investment as of such statement date.

iv. Retention of Records. The District hereby covenants that it will retain the records referred to in paragraph (1)(B)(i) and each IRS information reporting form referred to in paragraph (1)(B)(ii) with its books and records with respect to the Series D Bonds until three years following the last date that any obligation comprising the Series D Bonds is retired.

(C) Interest Earned on Permitted Investments. The interest earned on the moneys deposited in the Building Fund shall be deposited in the Building Fund and used for the purposes of that fund.

Except as required to satisfy the requirements of Section 148(f) of the Code, interest earned on the investment of moneys held in the Debt Service Fund shall be retained in the Debt Service Fund and used by the County to pay the Accreted Value, Conversion Value or Principal of and interest on the Series D Bonds when due.

SECTION 13. Rebate Fund. The following provisions shall apply to any Series D Bonds issued as Tax-Exempt Series D Bonds.

(a) The District shall create and establish a special fund designated the "Cerritos Community College District Election of 2004, General Obligation Bonds, Series 2012D Rebate Fund" (the "Rebate Fund"). All amounts at any time on deposit in the Rebate Fund shall be held in trust, to the extent required to satisfy the requirement to make rebate payments to the United States (the "Rebate Requirement") pursuant to Section 148 of the Code, and the Treasury Regulations promulgated thereunder (the "Treasury Regulations"). Such amounts shall be free and clear of any lien hereunder and shall be governed by this Section and by the Tax Certificate to be executed by the District.

(b) Within 45 days of the end of each fifth Bond Year (as such term is defined in the Tax Certificate), (1) the District shall calculate or cause to be calculated with respect to the Series D Bonds the amount that would be considered the "rebate amount" within the meaning of Section 1.148-3 of the Treasury Regulations, using as the "computation date" for this purpose the end of such Bond Year, and (2) the District shall deposit to the Rebate Fund from amounts on deposit in the other funds established hereunder or from other District funds, if and to the extent required, amounts sufficient to cause the balance in the Rebate Fund to be equal to the "rebate amount" so calculated. The District shall not be required to deposit any amount to the Rebate Fund in accordance with the preceding sentence, if the amount on deposit in the Rebate Fund prior to the deposit required to be made under this subsection (b) equals or exceeds the "rebate amount" calculated in accordance with the preceding sentence. Such excess may be withdrawn from the Rebate Fund to the extent permitted under subsection (g) of this Section. The District shall not be required to calculate the "rebate amount" and shall not be required to deposit any amount to the Rebate Fund in accordance with this subsection (b), with respect to all or a portion of the proceeds of the Series D Bonds (including amounts treated as proceeds of the Series D Bonds) (1) to the extent such proceeds satisfy the expenditure requirements of Section 148(f)(4)(B) or Section 148(f)(4)(C) of the Code or Section 1.148-7(d) of the Treasury Regulations, whichever is applicable, and otherwise qualify for the exception to the Rebate Requirement pursuant to whichever of said sections is applicable, (2) to the extent such proceeds are subject to an election by the District under Section 148(f)(4)(C)(vii) of the Code to pay a one and one-half percent (1½%) penalty in lieu of arbitrage rebate in the event any of the percentage expenditure requirements of Section 148(f)(4)(C) are not satisfied, or (3) to the extent such proceeds qualify for the exception to arbitrage rebate under Section 148(f)(4)(A)(ii) of the Code for amounts in a "bona fide debt service fund." In such event, and with respect to such amounts, the District shall not be required to deposit any amount to the Rebate Fund in accordance with this subsection (b).

(c) Any funds remaining in the Rebate Fund after redemption of all the Series D Bonds and any amounts described in paragraph (2) of subsection (d) of this Section, or provision made therefor satisfactory to the District, including accrued interest, shall be remitted to the District.

(d) Subject to the exceptions contained in subsection (b) of this Section to the requirement to calculate the "rebate amount" and make deposits to the Rebate Fund, the District shall pay to the United States, from amounts on deposit in the Rebate Fund,

(1) not later than 60 days after the end of (i) the fifth Bond Year, and (ii) each fifth Bond Year thereafter, an amount that, together with all previous rebate payments, is equal to at least 90% of the "rebate amount" calculated as of the end of such Bond Year in accordance with Section 1.148-3 of the Treasury Regulations; and

(2) not later than 60 days after the payment of all Series D Bonds, an amount equal to 100% of the "rebate amount" calculated as of the date of such payment (and any income attributable to the "rebate amount" determined to be due and payable) in accordance with Section 1.148-3 of the Treasury Regulations.

(e) In the event that, prior to the time any payment is required to be made from the Rebate Fund, the amount in the Rebate Fund is not sufficient to make such payment when such payment is due, the District shall calculate (or have calculated) the amount of such deficiency and deposit an amount equal to such deficiency into the Rebate Fund prior to the time such payment is due.

(f) Each payment required to be made pursuant to subsection (d) of this Section shall be made to the Internal Revenue Service, on or before the date on which such payment is due, and shall be accompanied by Internal Revenue Service Form 8038-T, such form to be prepared or caused to be prepared by the District.

(g) In the event that immediately following the calculation required by subsection (b) of this Section, but prior to any deposit made under said subsection, the amount on deposit in the Rebate Fund exceeds the "rebate amount" calculated in accordance with said subsection, the District may withdraw the excess from the Rebate Fund and credit such excess to the Debt Service Fund.

(h) The District shall retain records of all determinations made hereunder until three years after the complete retirement of the Series D Bonds.

(i) Notwithstanding anything in this Resolution to the contrary, the Rebate Requirement shall survive the payment in full or defeasance of the Series D Bonds.

SECTION 14. Security for the Series D Bonds. There shall be levied on all the taxable property in the District, in addition to all other taxes, a continuing direct *ad valorem* tax annually during the period the Series D Bonds are outstanding in an amount sufficient to pay the Principal, Conversion Value and Accreted Value of and interest on the Series D Bonds when due, which moneys when collected will be placed in the Debt Service Fund of the District, which fund is to be used the payment of the Principal, Conversion Value and Accreted Value of and interest on the Series D Bonds when and as the same fall due, and for no other purpose.

The moneys in the Debt Service Fund, to the extent necessary to pay the Principal, Conversion Value and Accreted Value of and interest on the Series D Bonds as the same become due and payable, shall be transferred by the Treasurer to the Paying Agent which, in turn, shall pay such moneys to DTC to pay the Principal, Conversion Value and Accreted Value of and interest on the Series D Bonds. DTC will thereupon make payments of Principal, Conversion Value and Accreted Value and interest on the Series D Bonds to the DTC Participants who will thereupon make payments of Principal, Conversion Value and Accreted Value and interest to the beneficial owners of the Series D Bonds. Any moneys remaining in the Debt Service Fund after the Series D Bonds and the interest thereon have been paid, or provision for such payment has been made, shall be transferred to the general fund of the District, pursuant to the Education Code Section 15234.

SECTION 15. Arbitrage Covenant. The District covenants that it will restrict the use of the proceeds of the Series D Bonds in such manner and to such extent, if any, as may be necessary, so that the Series D Bonds will not constitute arbitrage bonds under Section 148 of the Code and the applicable regulations prescribed under that Section or any predecessor section. Calculations for determining arbitrage requirements are the sole responsibility of the District.

SECTION 16. Conditions Precedent. The Board determines that all acts and conditions necessary to be performed by the Board or to have been met precedent to and in the issuing of the Series D Bonds in order to make them legal, valid and binding general obligations of the District have been performed and have been met, or will at the time of delivery of the Series D Bonds have been performed and have been met, in regular and due form as required by law; and that no statutory or constitutional limitation of indebtedness or taxation will have been exceeded in the issuance of the Series D Bonds.

SECTION 17. Official Statement. The Preliminary Official Statement relating to the Series D Bonds, substantially in the form on file with the Secretary to the Board is hereby approved and the Authorized Officers, each alone, are hereby authorized and directed, for and in the name and on behalf of the District, to deliver such Preliminary Official Statement to Underwriter to be used in connection with the offering and sale of the Series D Bonds. The Authorized Officers, each alone, are hereby authorized and directed, for and in the name and on behalf of the District, to deem the Preliminary Official Statement "final" pursuant to 15c2-12 of the Securities Exchange Act of 1934, prior to its distribution and to execute and deliver to the Underwriter a final Official Statement, substantially in the form of the Preliminary Official Statement, with such changes therein, deletions therefrom and modifications thereto as the Authorized Officer executing the same shall approve. The Underwriter is hereby authorized to distribute copies of the Preliminary Official Statement to persons who may be interested in the purchase of the Series D Bonds and is directed to deliver copies of any final Official Statement to the purchasers of the Series D Bonds. Execution of the Official Statement shall conclusively evidence the District's approval of the Official Statement.

SECTION 18. Insurance. In the event the District purchases bond insurance for the Series D Bonds, and to the extent that the Bond Insurer makes payment of the Principal, interest, Conversion Value or Accreted Interest on the Series D Bonds, it shall become the owner of such Series D Bonds with the right to payment of Principal, Conversion Value or Accreted Interest of and interest on the Series D Bonds, and shall be fully subrogated to all of the Owners' rights, including the Owners' rights to payment thereof. To evidence such subrogation (i) in the case of subrogation as to claims that were past due interest components, the Paying Agent shall note the Bond Insurer's rights as subrogee on the registration books for the Series D Bonds maintained by the Paying Agent upon receipt of a copy of the cancelled check issued by the Bond Insurer for the payment of such interest to the Owners of the Series D Bonds, and (ii) in the case of subrogation as to claims for past due Principal, Conversion Value or Accreted Value, the Paying Agent shall note the Bond Insurer as subrogee on the registration books for the Series D Bonds maintained by the Paying Agent upon surrender of the Series D Bonds by the Owners thereof to the Bond Insurer or the insurance trustee for the Bond Insurer.

SECTION 19. Defeasance. All or any portion of the outstanding maturities of the Series D Bonds may be defeased prior to maturity in the following ways:

- (a) Cash: by irrevocably depositing with an independent escrow agent selected by the District an amount of cash which together with amounts then on deposit in the Debt Service

Fund is sufficient to pay all Series D Bonds outstanding and designated for defeasance, including all Principal, Conversion Value, Maturity Value, interest and premium, if any; or

(b) Government Obligations: by irrevocably depositing with an independent escrow agent selected by the District noncallable Government Obligations together with cash, if required, in such amount as will, in the opinion of an independent certified public accountant, together with interest to accrue thereon and moneys then on deposit in the Debt Service Fund together with the interest to accrue thereon, be fully sufficient to pay and discharge all Series D Bonds outstanding and designated for defeasance (including all principal and interest represented thereby and redemption premiums, if any) at or before their maturity date;

then, notwithstanding that any of such Series D Bonds shall not have been surrendered for payment, all obligations of the District with respect to all such designated outstanding Series D Bonds shall cease and terminate, except only the obligation of the Paying Agent or an independent escrow agent selected by the District to pay or cause to be paid from funds deposited pursuant to paragraphs (a) or (b) of this Section, to the owners of such designated Series D Bonds not so surrendered and paid all sums due with respect thereto.

For purposes of this Section, Government Obligations shall mean:

Direct and general obligations of the United States of America (which may consist of obligations of the Resolution Funding Corporation that constitute interest strips), or obligations that are unconditionally guaranteed as to principal and interest by the United States of America, or "prerefunded" municipal obligations rated in the highest rating category by Moody's Investors Service or Standard & Poor's. In the case of direct and general obligations of the United States of America, Government Obligations shall include evidences of direct ownership of proportionate interests in future interest or principal payments of such obligations. Investments in such proportionate interests must be limited to circumstances where (i) a bank or trust company acts as custodian and holds the underlying United States obligations; (ii) the owner of the investment is the real party in interest and has the right to proceed directly and individually against the obligor of the underlying United States obligations; and (iii) the underlying United States obligations are held in a special account, segregated from the custodian's general assets, and are not available to satisfy any claim of the custodian, any person claiming through the custodian, or any person to whom the custodian may be obligated; provided that such obligations are rated or assessed "AAA" by Standard & Poor's or "Aaa" by Moody's Investors Service.

SECTION 20. Nonliability of County. Notwithstanding anything to the contrary contained herein, in the Series D Bonds or in any other document mentioned herein, neither the County, nor its officials, officers, employees or agents shall have any liability hereunder or by reason hereof or in connection with the transactions contemplated hereby, the Series D Bonds are not a debt of the County or a pledge of the County's full faith and credit, and the Series D Bonds and any liability in connection therewith shall be paid solely from the moneys of the District.

SECTION 21. Indemnification of County. The District shall defend, indemnify and hold harmless the County, its officials, officers, agents and employees ("Indemnified Parties") against any and all losses, claims, damages or liabilities, joint or several, to which such Indemnified Parties may become subject based in whole or in part upon any acts or omission related to the Series D Bonds, except with regard to the County's responsibilities under Section 23 hereof. The District shall also

reimburse the Indemnified Parties for any legal or other costs and expenses incurred in connection with investigating or defending any such claims or liabilities.

SECTION 22. Reimbursement of County Costs. The District shall reimburse the County for all costs and expenses incurred by the County, its officials, officers, agents and employees in issuing or otherwise in connection with the Series D Bonds.

SECTION 23. Request to County to Levy Tax. The Board of Supervisors and officers of the County are obligated by statute to provide for the levy and collection of property taxes in each year sufficient to pay all Principal, Maturity Value, Conversion Value and interest coming due on the Series D Bonds in such year, and to pay from such taxes all amounts due on the Series D Bonds. The District hereby requests the Board of Supervisors to annually levy a tax upon all taxable property in the District sufficient to pay all Principal, Maturity Value, Conversion Value and interest coming due on the Series D Bonds in such year, and to pay from such taxes all amounts due on the Series D Bonds.

SECTION 24. Other Actions. (a) Officers of the Board and District officials and staff are hereby authorized and directed, jointly and severally, to do any and all things and to execute and deliver any and all documents which they may deem necessary or advisable in order to proceed with the issuance of the Series D Bonds and otherwise carry out, give effect to and comply with the terms and intent of this Resolution. Such actions heretofore taken by such officers, officials and staff are hereby ratified, confirmed and approved.

(b) The Board hereby appoints RBC Capital Markets, LLC, as the Underwriter, and Stradling Yocca Carlson & Rauth, a Professional Corporation, as Bond Counsel and Disclosure Counsel, all with respect to the issuance of the Series D Bonds.

(c) Notwithstanding any other provisions contained herein, the provisions of this Resolution as they relate to the Series D Bonds may be amended by the Purchase Contract and the Official Statement.

SECTION 25. Resolution to County Treasurer and Tax Collector. The Secretary to this Board is hereby directed to provide a certified copy of this Resolution to the Treasurer immediately following its adoption.

SECTION 26. Continuing Disclosure. The District hereby covenants and agrees that it will comply with and carry out all of the provisions of that certain Continuing Disclosure Certificate executed by the District and dated the date of issuance and delivery of the Series D Bonds, as originally executed and as it may be amended from time to time in accordance with the terms thereof. The form of the Continuing Disclosure Certificate, included as Appendix C to the Preliminary Official Statement, is hereby approved. Any Bondholder may take such actions as may be necessary and appropriate, including seeking mandate or specific performance by court order, to cause the District to comply with its obligations under this Section. Noncompliance with this Section shall not result in acceleration of the Series D Bonds.

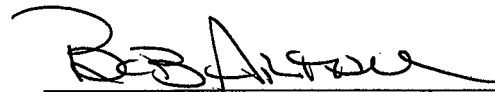
SECTION 27. Effective Date. This Resolution shall take effect immediately upon its passage.

SECTION 28. Further Actions Authorized. It is hereby covenanted that the District, and its appropriate officials, have duly taken all actions necessary to be taken by them, and will take any additional actions necessary to be taken by them, for carrying out the provisions of this Resolution.

SECTION 29. Recitals. All the recitals in this Resolution above are true and correct and this Board so finds, determines and represents.

PASSED, ADOPTED AND APPROVED this 15th day of February, 2012, by the following vote:

AYES:	<u>6</u>
NOES:	<u>0</u>
ABSTAIN:	<u>0</u>
ABSENT:	<u>1</u>



President of the Board of Trustees

ATTEST:



Secretary to the Board of Trustees

SECRETARY'S CERTIFICATE

I, Dr. Bob Hughlett, Secretary to the Board of Trustees of the Cerritos Community College District, Los Angeles County, California, hereby certify as follows:

The foregoing is a full, true and correct copy of a Resolution duly adopted at a regular meeting of the Board of Trustees of said District duly and regularly and legally held at the regular meeting place thereof on February 15, 2012, of which meeting all of the members of the Board of Trustees of said District had due notice and at which a quorum was present.

I have carefully compared the same with the original minutes of said meeting on file and of record in my office and the foregoing is a full, true and correct copy of the original Resolution adopted at said meeting and entered in said minutes.

Said Resolution has not been amended, modified or rescinded since the date of its adoption, and the same is now in full force and effect.

Dated: February 15, 2012

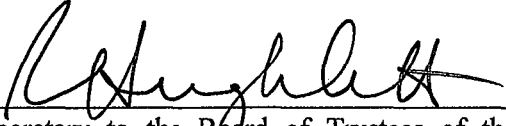

Secretary to the Board of Trustees of the Cerritos
Community College District

EXHIBIT A
FORMS OF BONDS

(Form of Current Interest Bond)

REGISTERED
NO.

REGISTERED
\$

CERRITOS COMMUNITY COLLEGE DISTRICT
(LOS ANGELES COUNTY, CALIFORNIA)
ELECTION OF 2004, GENERAL OBLIGATION BONDS, SERIES 2012D

<u>INTEREST RATE:</u> ___% per annum	<u>MATURITY DATE:</u> August 1, ___	<u>DATED AS OF:</u> Date of Delivery	<u>CUSIP</u>
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REGISTERED OWNER: CEDE & CO.

PRINCIPAL AMOUNT:

The Cerritos Community College District (the "District") in Los Angeles County, California (the "County"), for value received, promises to pay to the Registered Owner named above, or registered assigns, the Principal Amount on the Maturity Date, each as stated above, and interest thereon until the Principal Amount is paid or provided for at the Interest Rate stated above, on February 1 and August 1 of each year (the "Bond Payment Dates"), commencing August 1, 2013. This bond will bear interest from the Bond Payment Date next preceding the date of authentication hereof unless it is authenticated as of a day during the period from the 16th day of the month next preceding any Bond Payment Date to the Bond Payment Date, inclusive, in which event it shall bear interest from such Bond Payment Date, or unless it is authenticated on or before July 15, 2013, in which event it shall bear interest from the Date of Delivery. Interest shall be computed on the basis of a 360-day year of 12, 30-day months. Principal and interest are payable in lawful money of the United States of America, without deduction for the paying agent services, to the person in whose name this bond (or, if applicable, one or more predecessor bonds) is registered (the "Registered Owner") on the Register maintained by the Paying Agent, initially U.S. Bank National Association, as agent of the Treasurer and Tax Collector of Los Angeles County. Principal is payable upon presentation and surrender of this bond at the principal office of the Paying Agent. Interest is payable by check or draft mailed by the Paying Agent on each Bond Payment Date to the Registered Owner of this bond (or one or more predecessor bonds) as shown and at the address appearing on the Register at the close of business on the 15th day of the calendar month next preceding that Bond Payment Date (the "Record Date"). The Owner of Current Interest Bonds in the aggregate principal amount of \$1,000,000 or more may request in writing to the Paying Agent that the Owner be paid interest by wire transfer to the bank and account number on file with the Paying Agent as of the Record Date.

This bond is one of an authorization of bonds approved to raise money for the purposes authorized by voters of the District at the election and to pay all necessary legal, financial, engineering and contingent costs in connection therewith under authority of and pursuant to the laws of the State of

California, and the requisite vote of the electors of the District cast at a general election held on March 2, 2004, upon the question of issuing bonds in the amount of \$210,000,000 and the resolution of the Governing Board of the District adopted on February 15, 2012 (the "Bond Resolution"). This bond is being issued under the provisions of Article 4.5 of Chapter 3 of Part 1 of Division 2 of Title 5 of the California Government Code. This bond and the issue of which this bond is one are payable as to both principal and interest solely from the proceeds of the levy of *ad valorem* taxes on all property subject to such taxes in the District, which taxes are unlimited as to rate or amount in accordance with California Education Code Sections 15250 and 15252.

[The bonds of this issue comprise (i) \$_____ principal amount of Current Interest Bonds, of which this bond is a part, (ii) Capital Appreciation Bonds of which \$_____ represents the Denominational Amount and \$_____ represents the Maturity Value, and (iii) Convertible Capital Appreciation Bonds, of which \$_____ represents the Denominational Amount and \$_____ represents the Conversion Value.]

This bond is exchangeable and transferable for bonds of like tenor, maturity and Transfer Amount (as defined in the Bond Resolution) and in authorized denominations at the designated office of the Paying Agent in Los Angeles, California, by the Registered Owner or by a person legally empowered to do so, in a form satisfactory to the Paying Agent, all subject to the terms, limitations and conditions provided in the Bond Resolution. All fees and costs of transfer shall be paid by the transferor. The District and the Paying Agent may deem and treat the Registered Owner as the absolute owner of this bond for the purpose of receiving payment of or on account of principal or interest and for all other purposes, and neither the District nor the Paying Agent shall be affected by any notice to the contrary.

Neither the District nor the Paying Agent will be required (a) to issue or transfer any bond during a period beginning with the opening of business on the 15th business day next preceding either any Bond Payment Date or any date of selection of bonds to be redeemed and ending with the close of business on the Bond Payment Date or day on which the applicable notice of redemption is given or (b) to transfer any bond which has been selected or called for redemption in whole or in part.

The Current Interest Bonds maturing on or before August 1, 20__ are not subject to redemption prior to their fixed maturity dates. The Current Interest Bonds maturing on or after August 1, 20__ are subject to redemption at the option of the District, as a whole or in part, on any date on or after August 1, 20__ at a redemption price equal to the principal amount of the Current Interest Bonds to be redeemed, plus interest thereon to the date fixed for redemption, without premium.

The Current Interest Term Bonds maturing on August 1, 20__, are subject to redemption prior to maturity from mandatory sinking fund payments on August 1 of each year, on and after August 1, 20__, at a redemption price equal to the principal amount thereof, together with accrued interest to the date fixed for redemption, without premium. The principal amount represented by such Bonds to be so redeemed and the dates therefor and the final principal payment date is as indicated in the following table:

TOTAL

If less than all of the bonds of any one maturity shall be called for redemption, the particular bonds or portions of bonds of such maturity to be redeemed shall be selected by lot by the District in such manner as the District in its discretion may determine; provided, however, that the portion of any bond to be redeemed shall be in the principal amount of \$5,000 or some multiple thereof. If less than all of the bonds stated to mature on different dates shall be called for redemption, the particular bonds or portions thereof to be redeemed shall be called in any order of maturity selected by the District or, if not so selected, in the inverse order of maturity.

Reference is made to the Bond Resolution for a more complete description of the provisions, among others, with respect to the nature and extent of the security for the bonds of this series, the rights, duties and obligations of the District, the Paying Agent and the Registered Owners, and the terms and conditions upon which the bonds are issued and secured. The Registered Owner of this bond assents, by acceptance hereof, to all of the provisions of the Bond Resolution.

It is certified and recited that all acts and conditions required by the Constitution and laws of the State of California to exist, to occur and to be performed or to have been met precedent to and in the issuing of the bonds in order to make them legal, valid and binding general obligations of the District, have been performed and have been met in regular and due form as required by law; that payment in full for the bonds has been received; that no statutory or constitutional limitation on indebtedness or taxation has been exceeded in issuing the bonds; and that due provision has been made for levying and collecting *ad valorem* property taxes on all of the taxable property within the District in an amount sufficient to pay principal and interest when due.

This bond shall not be valid or obligatory for any purpose and shall not be entitled to any security or benefit under the Bond Resolution until the Certificate of Authentication below has been signed.

IN WITNESS WHEREOF, the Cerritos Community College District, Los Angeles County, California, has caused this bond to be executed on behalf of the District and in their official capacities by the manual or facsimile signature of the President of the Board of Trustees of the District, and to be countersigned by the manual or facsimile signature of the [Secretary][Clerk] to the Board of Trustees of the District, all as of the date stated above.

CERRITOS COMMUNITY COLLEGE DISTRICT

By: _____ (Facsimile Signature)
President of the Board of Trustees

COUNTERSIGNED:

(Facsimile Signature)
[Secretary][Clerk] to the Board of Trustees

CERTIFICATE OF AUTHENTICATION

This bond is one of the bonds described in the Bond Resolution referred to herein which has been authenticated and registered on _____, 2012.

TREASURER AND TAX COLLECTOR OF
LOS ANGELES COUNTY

By: U.S. BANK TRUST NATIONAL
ASSOCIATION, as Agent

Authorized Officer

ASSIGNMENT

For value received, the undersigned sells, assigns and transfers to (print or typewrite name, address and zip code of Transferee): _____ this bond and irrevocably constitutes and appoints attorney to transfer this bond on the books for registration thereof, with full power of substitution in the premises.

Dated: _____

Signature Guaranteed:

Notice: The assignor's signature to this assignment must correspond with the name as it appears upon the within bond in every particular, without alteration or any change whatever, and the signature(s) must be guaranteed by an eligible guarantor institution.

Social Security Number, Taxpayer Identification Number or other identifying number of Assignee: _____

Unless this certificate is presented by an authorized representative of The Depository Trust Company to the issuer or its agent for registration of transfer, exchange or payment, and any certificate issued is registered in the name of Cede & Co. or such other name as requested by an authorized representative of The Depository Trust Company and any payment is made to Cede & Co., ANY TRANSFER, PLEDGE OR OTHER USE HEREOF FOR VALUE OR OTHERWISE BY OR TO ANY PERSON IS WRONGFUL since the registered owner hereof, Cede & Co., has an interest herein.

LEGAL OPINION

The following is a true copy of the opinion rendered by Stradling Yocca Carlson & Rauth, a Professional Corporation in connection with the issuance of, and dated as of the date of the original delivery of, the bonds. A signed copy is on file in my office.

(Facsimile Signature)
Secretary to the Board of Trustees

(Form of Legal Opinion)

(Form of Capital Appreciation Bond)

REGISTERED
NO.

REGISTERED
\$

CERRITOS COMMUNITY COLLEGE DISTRICT
(LOS ANGELES COUNTY, CALIFORNIA)
ELECTION OF 2004, GENERAL OBLIGATION BONDS, SERIES 2012D

ACCRETION RATE: MATURITY DATE: DATED AS OF: CUSIP
 August 1, ____ Date of Delivery

REGISTERED OWNER: CEDE & CO.

DENOMINATIONAL AMOUNT:

MATURITY VALUE:

The Cerritos Community College District (the "District") in Los Angeles County, California (the "County"), for value received, promises to pay to the Registered Owner named above, or registered assigns, the Maturity Value on the Maturity Date, each as stated above, such Maturity Value comprising the Denominational Amount and interest accreted thereon. This bond will not bear current interest but will accrete interest, compounded on each February 1 and August 1, commencing August 1, 2012, at the Accretion Rate specified above to the Maturity Date, assuming that in any such semiannual period the sum of such compounded accreted interest and the Denominational Amount (such sum being herein called the "Accreted Value") increases in equal daily amounts on the basis of a 360-day year consisting of 12, 30-day months. Accreted Value and redemption premium, if any, are payable in lawful money of the United States of America, without deduction for the paying agent services, to the person in whose name this bond (or, if applicable, one or more predecessor bonds) is registered (the "Registered Owner") on the Register maintained by the Paying Agent, initially U.S. Bank National Association, as agent of the Treasurer and Tax Collector of Los Angeles County. Accreted Value and redemption premium, if any, are payable upon presentation and surrender of this bond at the principal office of the Paying Agent.

This bond is one of an authorization of bonds approved to raise money for the purposes authorized by voters of the District at the election and to pay all necessary legal, financial, engineering and contingent costs in connection therewith under authority of and pursuant to the laws of the State of California, and the requisite vote of the electors of the District cast at a general election held on March 2, 2004, upon the question of issuing bonds in the amount of \$210,000,000 and the resolution of the Governing Board of the District adopted on February 15, 2012 (the "Bond Resolution"). This bond is being issued under the provisions of Article 4.5 of Chapter 3 of Part 1 of Division 2 of Title 5 of the California Government Code. This bond and the issue of which this bond is one are payable as to both principal and interest solely from the proceeds of the levy of *ad valorem* taxes on all property subject to such taxes in the District, which taxes are unlimited as to rate or amount in accordance with California Education Code Sections 15250 and 15252.

[The bonds of this issue comprise (i) \$ _____ principal amount of Current Interest Bonds, (ii) Capital Appreciation Bonds, of which this bond is a part, and of which \$ _____ represents the

Denominational Amount and \$ _____ represents the Maturity Value, and (iii) Convertible Capital Appreciation Bonds, and of which \$ _____ represents the Denominational Amount and \$ _____ represents the Conversion Value.]

[The Capital Appreciation Bonds are not subject to redemption prior to their stated maturity dates.]

This bond is exchangeable and transferable for bonds of like tenor, maturity and Transfer Amount (as defined in the Bond Resolution) and in authorized denominations at the principal office of the Paying Agent, by the Registered Owner or by a person legally empowered to do so, in a form satisfactory to the Paying Agent, all subject to the terms, limitations and conditions provided in the Bond Resolution. All fees and costs of transfer shall be paid by the transferor. The District and the Paying Agent may deem and treat the Registered Owner as the absolute owner of this bond for the purpose of receiving payment of or on account of principal or interest and for all other purposes, and neither the District nor the Paying Agent shall be affected by any notice to the contrary.

Neither the District nor the Paying Agent will be required (a) to issue or transfer any bond during a period beginning with the opening of business on the 15th business day next preceding either any Bond Payment Date or any date of selection of bonds to be redeemed and ending with the close of business on the Bond Payment Date or day on which the applicable notice of redemption is given or (b) to transfer any bond which has been selected or called for redemption in whole or in part.

Reference is made to the Bond Resolution for a more complete description of the provisions, among others, with respect to the nature and extent of the security for the Capital Appreciation Bonds of this series, the rights, duties and obligations of the District, the Paying Agent and the Registered Owners, and the terms and conditions upon which the bonds are issued and secured. The Registered Owner of this bond assents, by acceptance hereof, to all of the provisions of the Bond Resolution.

It is certified and recited that all acts and conditions required by the Constitution and laws of the State of California to exist, to occur and to be performed or to have been met precedent to and in the issuing of the bonds in order to make them legal, valid and binding general obligations of the District, have been performed and have been met in regular and due form as required by law; that payment in full for the bonds has been received; that no statutory or constitutional limitation on indebtedness or taxation has been exceeded in issuing the bonds; and that due provision has been made for levying and collecting *ad valorem* property taxes on all of the taxable property within the District in an amount sufficient to pay principal and interest when due.

This bond shall not be valid or obligatory for any purpose and shall not be entitled to any security or benefit under the Bond Resolution until the Certificate of Authentication below has been signed.

IN WITNESS WHEREOF, the Cerritos Community College District, Los Angeles County, California, has caused this bond to be executed on behalf of the District and in their official capacities by the manual or facsimile signature of the President of the Board of Trustees of the District, and to be countersigned by the manual or facsimile signature of the [Secretary][Clerk] to the Board of Trustees of the District, all as of the date stated above.

CERRITOS COMMUNITY COLLEGE DISTRICT

By: _____ (Facsimile Signature)
President of the Board of Trustees

COUNTERSIGNED:

(Facsimile Signature)
[Secretary][Clerk] to the Board of Trustees

CERTIFICATE OF AUTHENTICATION

This bond is one of the bonds described in the Bond Resolution referred to herein which has been authenticated and registered on _____, 2012.

TREASURER AND TAX COLLECTOR OF
LOS ANGELES COUNTY

By: U.S. BANK TRUST NATIONAL
ASSOCIATION, as Agent

Authorized Officer

ASSIGNMENT

For value received, the undersigned sells, assigns and transfers to (print or typewrite name, address and ZIP code of Transferee): _____ this bond and irrevocably constitutes and appoints attorney to transfer this bond on the books for registration thereof, with full power of substitution in the premises.

Dated: _____

Signature Guaranteed:

Notice: The assignor's signature to this assignment must correspond with the name as it appears upon the face of the within bond in every particular, without alteration or by any change whatever, and the signature(s) must be guaranteed by an eligible guarantor institution.

Social Security Number, Taxpayer Identification Number or other identifying number of Assignee: _____

Unless this certificate is presented by an authorized representative of The Depository Trust Company to the issuer or its agent for registration of transfer, exchange or payment, and any certificate issued is registered in the name of Cede & Co. or such other name as requested by an authorized representative of The Depository Trust Company and any payment is made to Cede & Co., ANY TRANSFER, PLEDGE OR OTHER USE HEREOF FOR VALUE OR OTHERWISE BY OR TO ANY PERSON IS WRONGFUL since the registered owner hereof, Cede & Co., has an interest herein.

LEGAL OPINION

The following is a true copy of the opinion rendered by Stradling Yocca Carlson & Rauth, a Professional Corporation, in connection with the issuance of, and dated as of the date of the original delivery of, the bonds. A signed copy is on file in my office.

(Facsimile Signature)

Secretary to the Board of Trustees

(Form of Legal Opinion)

(Form of Convertible Capital Appreciation Bond)

REGISTERED
NO.

REGISTERED
\$

CERRITOS COMMUNITY COLLEGE DISTRICT
(LOS ANGELES COUNTY, CALIFORNIA)
ELECTION OF 2004, GENERAL OBLIGATION BONDS, SERIES 2012D

<u>ACCRETION RATE TO CONVERSION DATE</u>	<u>CONVERSION DATE</u>	<u>INTEREST RATE AFTER THE CONVERSION DATE</u>	<u>MATURITY DATE:</u>	<u>DATED AS OF:</u>	<u>CUSIP</u>
_____	_____, 20__	_____	_____, 20__	_____, 2012	_____

REGISTERED OWNER: CEDE & CO.

DENOMINATIONAL AMOUNT:

CONVERSION VALUE :

The Cerritos Community College District (the "District") in Los Angeles County, California (the "County"), for value received, promises to pay to the Registered Owner named above, or registered assigns, the Conversion Value on the Maturity Date, each as stated above, such Conversion Value comprising the initial principal amount and interest accreted thereon to the Conversion Date. Prior to the Conversion Date, this bond will not bear current interest but will accrete interest, compounded on each February 1 and August 1, commencing August 1, 2012, at the Accretion Rate specified above to the Conversion Date, assuming that in any such semiannual period the sum of such compounded accreted interest and the principal amount (such sum being herein called the "Accreted Value") increases in equal daily amounts on the basis of a 360-day year consisting of 12, 30-day months. After the Conversion Date, the District promises to pay to the Registered Owner named above, interest on the Conversion Value from the Conversion Date until the Conversion Value is paid or provided for at the Interest Rate stated above, on February 1 and August 1 of each year, commencing _____, 20__ (the "Bond Payment Dates"). This bond will bear such interest from the Bond Payment Date next preceding the date of authentication hereof unless it is authenticated as of a day during the period from the 15th day of the month next preceding any Bond Payment Date to the Bond Payment Date, inclusive, in which event it shall bear interest from such Bond Payment Date, or unless it is authenticated on or before _____ 15, 20__, in which event it will bear interest from the Conversion Date. Conversion Value and interest are payable in lawful money of the United States of America, without deduction for the paying agent services, to the person in whose name this bond (or, if applicable, one or more predecessor bonds) is registered (the "Registered Owner") on the Register maintained by the Paying Agent, initially U.S. Bank National Association, as agent of the Treasurer and Tax Collector of Los Angeles County. Accreted Value or Conversion Value and redemption premium, if any, are payable upon presentation and surrender of this bond at the principal office of the Paying Agent.

This bond is one of an authorization of bonds approved to raise money for the purposes authorized by voters of the District at the election and to pay all necessary legal, financial, engineering and contingent costs in connection therewith under authority of and pursuant to the laws of the State of California, and the requisite vote of the electors of the District cast at a general election held on March 2, 2004, upon the question of issuing bonds in the amount of \$210,000,000 and the resolution of the Governing Board of the District adopted on February 15, 2012 (the "Bond Resolution"). This bond is being issued under the provisions of Article 4.5 of Chapter 3 of Part 1 of Division 2 of Title 5 of the California Government Code. This bond and the issue of which this bond is one are payable as to both principal and interest solely from the proceeds of the levy of *ad valorem* taxes on all property subject to such taxes in the District, which taxes are unlimited as to rate or amount in accordance with California Education Code Sections 15250 and 15252.

[The bonds of this issue comprise (i) \$ _____ principal amount of Current Interest Bonds, (ii) Capital Appreciation Bonds of which \$ _____ represents the Denominational Amount and \$ _____ represents the Maturity Value, and (iii) Convertible Capital Appreciation Bonds, of which this bond is a part, and of which \$ _____ represents the Denominational Amount and \$ _____ represents the Conversion Value.]

This bond is exchangeable and transferable for bonds of like tenor, maturity and Transfer Amount (as defined in the Bond Resolution) and in authorized denominations at the designated office of the Paying Agent in Los Angeles, California, by the Registered Owner or by a person legally empowered to do so, in a form satisfactory to the Paying Agent, all subject to the terms, limitations and conditions provided in the Bond Resolution. All fees and costs of transfer shall be paid by the transferor. The District and the Paying Agent may deem and treat the Registered Owner as the absolute owner of this bond for the purpose of receiving payment of or on account of principal or interest and for all other purposes, and neither the District nor the Paying Agent shall be affected by any notice to the contrary.

Neither the District nor the Paying Agent will be required (a) to issue or transfer any bond during a period beginning with the opening of business on the 15th business day next preceding either any Bond Payment Date or any date of selection of bonds to be redeemed and ending with the close of business on the Bond Payment Date or day on which the applicable notice of redemption is given or (b) to transfer any bond which has been selected or called for redemption in whole or in part.

[The Convertible Capital Appreciation Bonds are not subject to redemption prior to maturity.]

Reference is made to the Bond Resolution for a more complete description of the provisions, among others, with respect to the nature and extent of the security for the Convertible Capital Appreciation Bonds of this series, the rights, duties and obligations of the District, the Paying Agent and the Registered Owners, and the terms and conditions upon which the bonds are issued and secured. The Registered Owner of this bond assents, by acceptance hereof, to all of the provisions of the Bond Resolution.

It is certified and recited that all acts and conditions required by the Constitution and laws of the State of California to exist, to occur and to be performed or to have been met precedent to and in the issuing of the bonds in order to make them legal, valid and binding general obligations of the District, have been performed and have been met in regular and due form as required by law; that payment in full for the bonds has been received; that no statutory or constitutional limitation on indebtedness or taxation has been exceeded in issuing the bonds; and that due provision has been made for levying and

collecting ad valorem property taxes on all of the taxable property within the District in an amount sufficient to pay principal and interest when due.

This bond shall not be valid or obligatory for any purpose and shall not be entitled to any security or benefit under the Bond Resolution until the Certificate of Authentication below has been signed.

[REMAINDER OF PAGE LEFT BLANK]

IN WITNESS WHEREOF, the Cerritos Community College District, Los Angeles County, California, has caused this bond to be executed on behalf of the District and in their official capacities by the manual or facsimile signature of the President of the Board of Trustees of the District, and to be countersigned by the manual or facsimile signature of the [Secretary][Clerk] to the Board of Trustees of the District, all as of the date stated above.

CERRITOS COMMUNITY COLLEGE DISTRICT

By: _____ (Facsimile Signature)
President of the Board of Trustees

COUNTERSIGNED:

(Facsimile Signature)
[Secretary][Clerk] to the Board of Trustees

CERTIFICATE OF AUTHENTICATION

This bond is one of the bonds described in the Bond Resolution referred to herein which has been authenticated and registered on _____, 2012.

TREASURER AND TAX COLLECTOR OF
LOS ANGELES COUNTY

By: U.S. BANK TRUST NATIONAL
ASSOCIATION, as Agent

Authorized Officer

ASSIGNMENT

For value received, the undersigned sells, assigns and transfers to (print or typewrite name, address and ZIP code of Transferee): _____ this bond and irrevocably constitutes and appoints attorney to transfer this bond on the books for registration thereof, with full power of substitution in the premises.

Dated: _____

Signature Guaranteed:

Notice: The assignor's signature to this assignment must correspond with the name as it appears upon the face of the within bond in every particular, without alteration or by any change whatever, and the signature(s) must be guaranteed by an eligible guarantor institution.

Social Security Number, Taxpayer Identification Number or other identifying number of Assignee: _____

Unless this certificate is presented by an authorized representative of The Depository Trust Company to the issuer or its agent for registration of transfer, exchange or payment, and any certificate issued is registered in the name of Cede & Co. or such other name as requested by an authorized representative of The Depository Trust Company and any payment is made to Cede & Co., ANY TRANSFER, PLEDGE OR OTHER USE HEREOF FOR VALUE OR OTHERWISE BY OR TO ANY PERSON IS WRONGFUL since the registered owner hereof, Cede & Co., has an interest herein.

LEGAL OPINION

The following is a true copy of the opinion rendered by Stradling Yocca Carlson & Rauth, a Professional Corporation in connection with the issuance of, and dated as of the date of the original delivery of, the bonds. A signed copy is on file in my office.

(Facsimile Signature)
Secretary to the Board of Trustees

(Form of Legal Opinion)

CERRITOS COMMUNITY COLLEGE DISTRICT

RESOLUTION NO. 12-04

RESOLUTION TO ESTABLISH CRITERIA TO DETERMINE WHETHER COMMUNITY COLLEGE CONSTRUCTION PROJECTS ARE SUBSTANTIALLY COMPLEX AND SUBJECT TO MORE THAN FIVE PERCENT RETENTION AND TO DELEGATE AUTHORITY TO DESIGNATE SUBSTANTIALLY COMPLEX PROJECTS

WHEREAS, Public Contract Code section 7201(b)(4) authorizes the governing board of a community college district or its designee to adopt a finding, during a properly noticed, normally scheduled public hearing and prior to bid, that a project is substantially complex and therefore requires a higher retention amount than five percent (5%); and

WHEREAS, community college construction projects are designed to a higher safety standard than other public works projects, are subject to additional levels of inspection and State design approval, and have specialized systems and safety measures included in their design; and

WHEREAS, on February 15, 2012, pursuant to Public Contract Code section 7201, the Cerritos Community College District's ("College") Board of Trustees ("Board") held a properly noticed, normally scheduled public hearing, to establish criteria for determining whether the College's community college construction projects are substantially complex and subject to a higher retention amount than five percent (5%); and

WHEREAS, based upon the reports, analyses, presentations by College staff [and consultants] and/or public comment, the Board considered whether College construction projects meeting one or more of the following criteria could be found to be substantially complex and therefore subject to a higher retention amount than five percent (5%):

1. Projects subject to higher safety standards than other public works projects;
2. Projects subject to levels of testing and inspection beyond those required for other public works project;
3. Projects subject to design approval by the State of California Division of the State Architect;
4. Projects in which alternative delivery methods including but not limited to lease leaseback or design build are utilized; and/or
5. Projects that have specialized systems and/or safety measures to protect College students, teachers, staff and/or visitors; and

WHEREAS, the College desires to delegate to the President or the President's designees the authority to determine that community college construction projects meeting one or more of the foregoing criteria are substantially complex and therefore subject to retention in the amount of ten percent (10%) of the total contract price, subject to Board ratification of that decision.

NOW, THEREFORE, BE IT RESOLVED, found, and determined by the Board of the _____ College as follows:

1. The above recitals are true and correct.

2. The College held a properly noticed, normally scheduled public hearing.

3. Based upon all available information, including but not limited to reports, analyses, presentations by College staff [and consultants], and/or public comment reviewed by the Board in connection herewith, and pursuant to Public Contract Code section 7201(b)(4), the Board hereby finds that community college construction project(s) meeting one or more of the following criteria are substantially complex and therefore subject to retention in the amount of ten percent (10%) of the total contract price:

- (a) Projects subject to higher safety standards than other public works projects;
- (b) Projects subject to additional levels of testing and inspection beyond those required for other public works project;
- (c) Projects subject to design approval by the State of California Division of the State Architect;
- (d) Projects in which alternative delivery methods including but not limited to lease leaseback or design build are utilized; and/or
- (e) Projects that have specialized systems and/or safety measures to protect College students, teachers, staff and/or visitors.

4. The College's President and the President's designees are authorized to determine whether specific College construction projects meet one or more of the criteria for being substantially complex and therefore are subject to retention in the amount of ten percent (10%) of the total contract price, subject to subsequent Board ratification of this delegation of authority, and to take all steps and perform all actions necessary to enter into such contract(s), and to take any other actions deemed necessary to protect the interests of the College.

PASSED AND ADOPTED by the Board of Trustees of Cerritos College at a regular meeting held on February 15, 2012, by the following vote:

AYES: 6
NOES: 0
ABSENT: 1
ABSTAIN: 0

DATED: February 15, 2012

SIGNED:

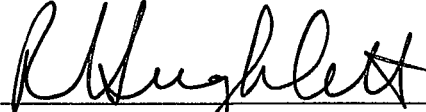


Bob Arthur, President

I, Dr. Bob Hughlett, Secretary/Clerk of the Board of Trustees, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by the Board of Trustees of the Cerritos Community College District at the regular meeting on February 15, 2012 which resolution is on file in the office of said Board.

DATED: February 15, 2012

SIGNED:

A handwritten signature in black ink, appearing to read "Bob Hughlett", written over a horizontal line.

Dr. Bob Hughlett
Secretary/Clerk

CERRITOS COLLEGE

VII.F

TO: Board of Trustees
FROM: Dr. Linda L. Lacy, President/Superintendent *LL*
REVIEWED BY: Mr. David El Fattal, Vice President of Business Services *DEF*
PREPARED BY: Suzie Payne, Budget Manager *SP*
DATE: February 15, 2012
SUBJECT: **Consideration of Approval of Quarterly Fiscal Status Report for the Quarter Ending December 31, 2011**

RECOMMENDATION

It is recommended that the Board of Trustees approve the attached Quarterly Report (CCFS-311Q) as of December 31, 2011. This report represents a snapshot as of December 31, 2011. Our unrestricted fund financial situation as of 12/31/11 is as follows: Cash in County is \$19,539,393.30 which is an increase of fund balance of \$3,262,867.30.

OVERVIEW

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

ANALYSIS

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

Section I shows a multi-year trend of Unrestricted General Fund Revenue, Expenditure and Fund Balance.

Section II shows a multi-year trend of Annualized Attendance Full Time Equivalent Student (FTES).

Section III Total General Fund Cash Balance (Unrestricted and Restricted) compares actual cash flow over a four-year period. This information can be useful in predicting possible cash flow problems.

Section IV compares year-to-date revenues received versus expenditures.

Section V provides the Chancellor's Office with information relative to the status of negotiations.

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

Section VII addresses any fiscal problems that the District faces in the current and subsequent year.

Attachment #2 is a graph showing "required contingency" versus "actual general fund cash balance".

FINANCIAL IMPLICATIONS

As presented above.

000100

CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE

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

District: (810) CERRITOS

CHANGE THE PERIOD

Fiscal Year: 2011-2012

Quarter Ended: (Q2) Dec 31, 2011

Your Quarterly Data is Certified for this quarter.

Chief Business Officer

CBO Name: 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: 01/31/2012

District Contact Person

Name: Suzie Payne

Title: Budget Manager

Telephone: 562-467-5265

Fax: 562-924-2800

E-Mail: llacy@cerritos.edu

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

Send questions to:

Christine Atalg (916)327-5772 calatlg@cccco.edu or Tracy Britten (916)323-6899 tbritten@cccco.edu

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**CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE**

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

CHANGE THE PERIOD

District: (810) CERRITOS

Fiscal Year: 2011-2012
Quarter Ended: (Q2) Dec 31, 2011

Line	Description	As of June 30 for the fiscal year specified			
		Actual 2008-09	Actual 2009-10	Actual 2010-11	Projected 2011-2012
I. Unrestricted General Fund Revenue, Expenditure and Fund Balance:					
A.	Revenues:				
A.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	91,457,643	86,600,539	86,724,775	82,255,731
A.2	Other Financing Sources (Object 8900)	0	0	0	0
A.3	Total Unrestricted Revenue (A.1 + A.2)	91,457,643	86,600,539	86,724,775	82,255,731
B.	Expenditures:				
B.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	85,176,975	80,537,484	82,742,081	86,593,747
B.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	7,341,213	5,997,028	5,917,324	1,099,490
B.3	Total Unrestricted Expenditures (B.1 + B.2)	92,518,188	86,534,512	88,659,405	87,693,237
C.	Revenues Over(Under) Expenditures (A.3 - B.3)	-1,060,545	66,027	-1,934,630	-5,437,506
D.	Fund Balance, Beginning	12,646,111	11,585,566	11,651,593	9,716,963
D.1	Prior Year Adjustments + (-)	0	0	0	0
D.2	Adjusted Fund Balance, Beginning (D + D.1)	12,646,111	11,585,566	11,651,593	9,716,963
E.	Fund Balance, Ending (C. + D.2)	11,585,566	11,651,593	9,716,963	4,279,457
F.1	Percentage of GF Fund Balance to GF Expenditures (E. / B.3)	12.5%	13.5%	11%	4.9%

II. Annualized Attendance FTES:

G.1	Annualized FTES (excluding apprentice and non-resident)	17,359	18,076	17,562	16,501
-----	---	--------	--------	--------	--------

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

	Description	As of the specified quarter ended for each fiscal year			
		2008-09	2009-10	2010-11	2011-2012
H.1	Cash, excluding borrowed funds		31,479,238	28,076,372	22,001,376
H.2	Cash, borrowed funds only		0	0	0
H.3	Total Cash (H.1+ H.2)	23,454,820	31,479,238	28,076,372	22,001,376

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)	82,255,731	82,255,731	44,820,028	54.5%
I.2	Other Financing Sources (Object 8900)	0	0	0	
I.3	Total Unrestricted Revenue (I.1 + I.2)	82,255,731	82,255,731	44,820,028	54.5%
J. Expenditures:					
J.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	86,428,677	86,593,747	32,966,749	38.1%
J.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	509,075	1,099,490	30	0%
J.3	Total Unrestricted Expenditures (J.1 + J.2)	86,937,752	87,693,237	32,966,779	37.6%
K.	Revenues Over(Under) Expenditures (I.3 - J.3)	-4,682,021	-5,437,506	11,853,249	
L.	Adjusted Fund Balance, Beginning	9,716,963	9,716,693	9,716,963	
L.1	Fund Balance, Ending (C + D.2) 822 K+L	5,034,942	4,279,187	21,570,212	
M.	Percentage of GF Fund Balance to GF Expenditures (L.1 / J.3)	5.8%	4.9%		

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)	Management	Academic		Classified
		Permanent	Temporary	

YYYY-YY	Total Cost Increase	% *	Total Cost Increase	% *	Total Cost Increase	% *	Total Cost Increase	% *
a. SALARIES:								
Year 1:								
Year 2:								
Year 3:								
b. BENEFITS:								
Year 1:								
Year 2:								
Year 3:								

* As specified in Collective Bargaining Agreement or other Employment Contract

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

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

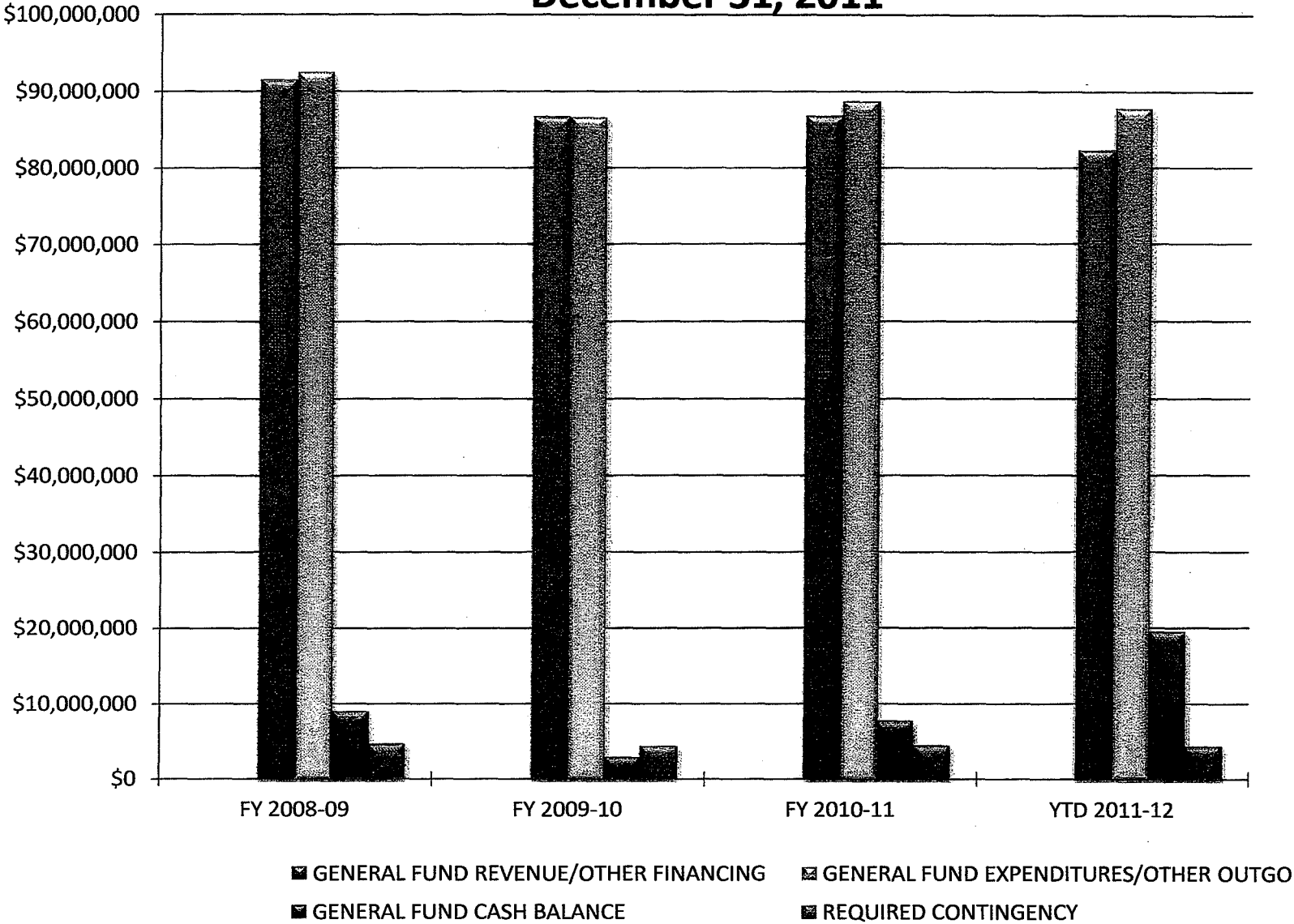
If yes, what are the problems and what actions will be taken? (Enter explanation below, include additional pages if needed.)

2011-2012: We continue to face substantial apportionment deferrals in addition to a revenue cut of \$5.5 million that was imposed on the District. These significant revenue shortfalls continue to create operational challenges while also requiring additional expenditure reductions and further erosion of the District's one-time reserves.

2012-2013: We are planning for another year of fiscal challenges including the potential for significant mid-year cuts due to the State's ongoing structural deficit and related revenue issues.

QUARTERLY FINANCIAL STATUS REPORT

December 31, 2011



000104

BUDGET TRANSFERS FOR FEBRUARY 15, 2012

01.0 FUND-GENERAL FUND-UNRESTRICTED

FROM

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	(14,000)
CAPITAL OUTLAY	\$	
INTERFUND TRANSFERS	\$	
CONTINGENCY	\$	
TOTAL	\$	(14,000)

TO

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	9,389
OTHER CONTRACT EXPENSES AND SERVICES	\$	
CAPITAL OUTLAY	\$	4,611
PAYMENTS TO OR FOR STUDENTS	\$	
TOTAL	\$	14,000

Transfers: Between object codes

Self Balancing: No effect on the ending balance

Number of Transfer Requests: Four (4)

Divisions/Departments/Programs:

Purchasing, Student Success, Fine Arts & Communications, Public Affairs

BUDGET TRANSFERS FOR FEBRUARY 15, 2012

69.0 FUND- STUDENT HEALTH SERVICES FUND

FROM

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	(11,000)
SUPPLIES AND MATERIALS	\$	(10,000)
OTHER CONTRACT EXPENSES AND SERVICES	\$	(10,000)
CAPITAL OUTLAY	\$	
INTERFUND TRANSFERS	\$	
CONTINGENCY	\$	
		<hr/>
TOTAL	\$	(31,000)

TO

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	31,000
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	
CAPITAL OUTLAY	\$	
PAYMENTS TO OR FOR STUDENTS	\$	
		<hr/>
TOTAL	\$	31,000

Transfers: Between object codes

Self Balancing: No effect on the ending balance

Number of Transfer Requests: One (1)

Divisions/Departments/Programs:
Student Health Services

BUDGET TRANSFERS FOR FEBRUARY 15, 2012

39.0 FUND-OTHER SPECIAL REVENUE FUND

FROM

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	(125,000)
CAPITAL OUTLAY	\$	
INTERFUND TRANSFERS	\$	
CONTINGENCY	\$	
TOTAL	\$	(125,000)

TO

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	120,669
EMPLOYEE BENEFITS	\$	4,331
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	
CAPITAL OUTLAY	\$	
PAYMENTS TO OR FOR STUDENTS	\$	
CONTINGENCY	\$	
TOTAL	\$	125,000

Transfers: Between object codes

Self Balancing: No effect on the ending balance

Number of Transfer Requests: One (1)

Divisions/Departments/Programs:

Community Education

BUDGET TRANSFERS FOR FEBRUARY 15, 2012

39.1 FUND-CONTINGENCY TRANSFERS

FROM

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	
CAPITAL OUTLAY	\$	
INTERFUND TRANSFERS	\$	
CONTINGENCY	\$	(28,000)
TOTAL	\$	(28,000)

TO

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	
CAPITAL OUTLAY	\$	28,000
PAYMENTS TO OR FOR STUDENTS	\$	
TOTAL	\$	28,000

Transfers:

Partial funding of Rosetta Stone software for the Success Center Language Lab.
Board-approved 12/7/2011.

Number of Transfer Requests: One (1)

Divisions/Departments/Programs:

Vintage at Cerritos

APPROPRIATION TRANSFER ANALYSIS FOR FEBRUARY 15, 2012

Revenue Budget

00000.0-00000-70050-8190-0000000 (01.3 Fund)	\$	14,167
Federal-Bellflower USD -Gear Up		
To allocate revenue budget for salaries, associated fringe benefits, and supplies.		
00000.0-00000-78300-8150-0000000 (74.0 Fund)	\$	(5,726)
Federal-Student Nursing Grant		
To adjust 2011-12 SDS Student Nursing Budget.		
00000.0-00000-73420-8629-0000000 (01.3 Fund)	\$	3,303
State-Non-Credit Matriculation		
To allocate revenue budget for supplies and travel.		
00000.0-00000-72560-8872-0000000 (39.0 Fund)	\$	34,411
Local-Community Ed Swim Program		
To allocate revenue budget for adult hourly salaries, fringe and supplies.		
Total Revenue Budget	<u>\$</u>	<u>46,155</u>

Expenditure Budget

00000.0-00000-03310-VARIOUS-6440000 (69.0 Fund)	\$	109,327
Student Health Services		
To adjust adult hourly account to original budget of \$135,000.		
00000.0-00000-00000-7900-0000000 (39.1 Fund)	\$	28,000
Vintage at Cerritos		
Partial funding of Rosetta Stone software.		
00000.0-00000-70050-VARIOUS-VARIOUS (01.3 Fund)	\$	(13,252)
Bellflower USD - Gear Up		
To adjust budget of Bellflower USD Gear Up.		
Total Expenditure Budget	<u>\$</u>	<u>124,075</u>

FACULTY HOURLY - BUSINESS ED/HUMANITIES/SOCIAL SCIENCES**New Hires**

Name		Discipline	Salary Placement	Rate
Walquist	Brian	Administration of Justice	A1	48.83

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

Name		Discipline	Salary Placement	Rate
Higgins	Michael	Music	A1	48.83

New Hires

Name		Discipline	Salary Placement	Rate
Marzluf	Jonathan	Music	A1	48.83

FACULTY HOURLY - HEALTH OCCUPATIONS**Reemployed**

Name		Discipline	Salary Placement	Rate
Kusumoto	Alice	Clinical Nursing	B5	60.33

FACULTY HOURLY - LIBERAL ARTS**Reemployed**

Name		Discipline	Salary Placement	Rate
Williams	Roberta	Reading	B2	51.71

New Hires

Name		Discipline	Salary Placement	Rate
Delgado	Carlos	English	A1	48.83

FACULTY HOURLY - TECHNOLOGY**Reemployed**

Name		Discipline	Salary Placement	Rate
Taber	Charles	Welding	B2	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, 2012 OR 175 TOTAL WORKDAYS, WHICHEVER OCCURS FIRST

Salas, Alexander*	Aide-General (Clerical)	\$8.00/hr	01/01/12
Acuna, Daniel**	Aide-General (Traffic Control Officer)	\$8.00/hr	01/10/12
Lagunas, Edwin**	"	"	"
McIntosh, Alisha**	"	"	01/11/12
Omorojie, Helen*	Aide-Special (Tutor)	\$8.00/hr	01/19/12
Sultana, Afifa*	"	"	"
Munoz, Alexandra	Aide-Special (Outreach Worker)	\$9.99/hr (3)	01/15/12
Chiaromonte, Angela	Instructional Aide I	\$9.99/hr (2)	01/02/12
Deel, Nicole	"	\$10.51/hr (3)	01/03/12
Lewis, Diane	"	\$9.99/hr (2)	"
Moore, Luz	"	\$9.56/hr (1)	"
Sultana, Afifa*	"	"	01/19/12
Tsai, Jenny	"	\$9.99/hr (2)	01/03/12
Van Doren, Phil	"	"	"
Walker, Ryan	"	\$9.56/hr (1)	01/01/12
Zuber, Brennan*	"	"	01/19/12
Sitan, Christina*	Intermediate Clerk	\$9.56/hr	01/09/12
Sultana, Afifa*	"	"	12/19/11
Nacua, Camille*	Job Developer	\$11.88/hr	01/09/12
Johnson, Charee	Instructional Aide II	\$12.81/hr	10/25/11
Mourchid, Yassine*	"	"	01/09/12
Odrich, Eileen	Vocational Education Specialist & Special Project Assistant	\$16.41/hr	01/25/12
Lopez, Ronald	Network Administrator	\$19.51/hr	10/18/11
Popiel de Cazaux, Reena*	Child Development Center Teacher Grade 1	\$24.70/hr (5)	02/01/12
Freeland, Rebekah	Cont. Ed. Specialist (Arts & Crafts)	\$22.45/hr	01/25/12

* Categorically Funded

** Specially Funded

Presented to the Board of Trustees 2/15/12

SHORT-TERM HOURLY EMPLOYMENT (AS NEEDED), VARIABLE HOURS PER DAY & DAYS PER WEEK, FOR A PERIOD NOT TO EXCEED JUNE 30, 2012 OR 175 TOTAL WORKDAYS, WHICHEVER OCCURS FIRST

Alvarez, Lydia	Community Education Specialist	\$29.15/hr	01/01/12
Helberg, Bonnie	"	"	"
Lundeen, Brittany	"	"	"
Roque, Tatiana	"	"	"
Dively, Emory**	ASL Interpreter – Instructional Support	\$41.00/hr	08/11/11
Barnes, James**	Community Ed. Specialist (Business Technology)	\$50.52/hr	02/01/11

CERRITOS COMMUNITY COLLEGE DISTRICT
MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
MARCH 7, 2012

- I. CALL TO ORDER The meeting was called to order at 6:00 p.m. by Mr. Bob Arthur, Board President. Those present were Mr. Bob Arthur, Dr. Tina Cho, Dr. Ted Edmiston, Mr. Tom Jackson, and Ms. Jean McHatton. Dr. Bob Hughlett, Dr. Shin Liu and Ms. Areal Hughes, Student Trustee were not present. Others present were the President/Superintendent, Interim Vice President of Academic Affairs, Vice President of Business Services, Vice President of Student Services, Interim Vice President of Human Resources and the CSEA President.
- II. PLEDGE OF ALLEGIANCE The flag salute was led by Mr. Arthur.
- III. APPROVAL OF MINUTES A. It was moved by Ms. McHatton and seconded by Mr. Jackson to approve the minutes of the regular meeting of February 15, 2012. The vote for approval was unanimous (student advisory vote: aye).
- IV. PUBLIC PRESENTATIONS There were no public presentations.
- V. CONSENT AGENDA It was moved by Dr. Edmiston and seconded by Ms. McHatton 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. New Course Offerings, as attached.
 - B. Nominee for 2012 CCC Classified Employee Awards, as attached.
 - C. Bid #112-05, Site Improvements [Base Bid – Softball Field Renovation], as attached.
 - D. Change Order #1 (Bid #1011-07), Western Audio Visual, Facilities and Purchasing Complex – AV/DATA, as attached.
 - E. Change Orders #8 and #9 (Bid #0910-08), USS Cal Builders, Inc., Gymnasium Seismic Retrofit, as attached.
 - F. Budget Extensions and Budget Transfers, as attached.
 - G. Contracts, as follows:
 - Construction
AMENDMENT
 - 1. USS Cal Builders, Inc.
Gymnasium Seismic Retrofit
Tilden-Coil Constructors
On June 9, 2012 the Board of Trustees awarded a contract to USS Cal Builders, Inc. for the Gymnasium Seismic Retrofit. USS Cal Builders, Inc. 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> | <u>Replace With</u> |
| West Side Electric, Inc. | Electrical | USS Cal Builders, Inc. |

000113

The substitution of the subcontractor will not affect the completion date of the project. There is no additional cost to the contract for the substitution of the subcontractor.

- H. Employment of Temporary and/or Substitute Hourly Faculty Personnel, as needed for the 2011-2012 Academic Year, as attached.
- I. Employment of Classified, Short-Term, Substitute, and/or Student Hourly Personnel, as attached.

Added by addendum:

Senior Technical Support Specialist @46-2 (\$5,030.00/month) effective March 8, 2012: Michele Kingston (Information Technology)

Senior Typist Clerk @25-5 (\$3,547.95 per month, includes minimum 5% promotion) effective March 8, 2012: Evelyn Mattison (Counseling)

Senior Technical Support Specialist Out-of-Class @ 46-2 (\$5,030.00 per month) effective January 9, 2012 to March 7, 2012: Michele Kingston (Information Technology)

Assistant Dispensary Clerk (part-time) @9-1 (\$11.89 per hour) effective March 12, 2012: Michelle Mac-Lean (Technology)

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

Added by addendum:

Richardson, Christopher L., Instructor (Physical Education/Track and Cross Country Head Coach), @ D-3 (\$58,239.00/annual), 10-School Month Contract, effective August 20, 2012

VI. ADMINISTRATIVE MATTERS

- A. As information, the Board book contained College Coordinating Committee Minutes for February 6, 2012.
- B. As information, the Board book contained the Associated Students Cerritos College (ASCC) Financial Report for the Period Ending December 31, 2011.
- C. Mr. Arthur opened discussion regarding the local admissions area. Dr. Johnson stated that a first hearing regarding the local admissions area for CSUs was held on February 24. He explained that the current proposal shifts the local service area to the high school where the student graduated, regardless of which community college he or she attends. He added that most of Cerritos College's component districts are included in the local admissions area for Cal State Long Beach, with the exception of Norwalk-La Mirada Unified School District. He stated that the college has posed the question of which local admissions area the school district should be assigned. Dr. Johnson also stated that the hearing was the first of three to be conducted and added that a final proposal will likely be brought forward in March. He added that the implementation timeline would be approximately three years. Mark Wallace stated that Cerritos College has been vocal regarding local admissions areas and added that the efforts of the Board and staff have been effective. The Board thanked Dr. Johnson and Mr. Wallace for the update.

VII. REPORTS

A. Board of Trustees

Ms. McHatton and Mr. Jackson attended the "The Rimers of Eldritch" play and stated that it was interesting and different.

B. Faculty and Staff Leadership

C. President/Superintendent and Vice Presidents

Mr. El Fattal introduced Ali Delawalla, Director of Fiscal Services. He stated that the college received notification on February 16 that there will be another \$2.164 million budget reduction for a total of \$8.6 million reduction this fiscal year. He added that if the tax initiative does not pass this year, the college will face an additional reduction of \$4 million for 2012-13. He stated that the college remains fiscally strong and added that a Campus Budget Forum will be held on Thursday, March 29 at 11:00 a.m. in the Teleconference Center to discuss the latest budget developments.

Dr. Johnson stated that the Career Services department has recently hosted several important workshops that pertain to career exploration and selecting a major.

Dr. Brock acknowledged the Cerritos College Retail Management Program, which has been recognized by the Western Association of Food Chains for its success.

Dr. Lacy indicated that she attended the Chancellor's Circle Luncheon on February 27, where Chancellor Jack Scott emphasized that colleges must be "better, not bigger" since there may be no growth funding in the near future. She stated that SB 1500 is being brought forward to allow community colleges to offer credit courses at the cost of education. She indicated that a Strategic Planning Retreat will be held on May 18 and added that this will be discussed in more detail during the Board Study Session on April 18. She stated that SB 1560 proposes to fund community colleges based on completion dates, which could devastate funding at a time when colleges are making great efforts to improve student success. She congratulated Chris Richardson on his employment and added that he will be an asset to the college. She concluded by stating that she will attend a Kaleidoscope meeting on Thursday, March 8 in Arizona to discuss open source textbooks and added that Cerritos College has been a leader in this movement.

VIII. CLOSED SESSION

The Board adjourned to closed session at 6:28 p.m.

IX. RECONVENE

The Board reconvened at 7:08 p.m.

Read Out

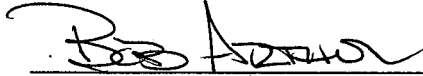
Ms. McHatton reported that in closed session the Board of Trustees approved the employment of Dr. Mary Anne Gulate as Vice President of Human Resources on Step 5 of the Contract Management Employees Salary Schedule (\$15,456 per month) effective June 30, 2012. The vote for approval was unanimous.

X. ADJOURNMENT

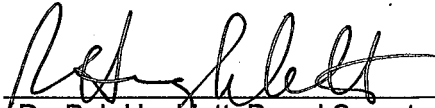
The Board adjourned at 7:09 p.m.

XI. NEXT REGULAR MEETING

The next regular meeting of the Board of Trustees is scheduled for Wednesday, March 21, 2012 at 6:00 p.m.



Bob Arthur, Board President



Dr. Bob Hugglett, Board Secretary

HEALTH OCCUPATIONS

SLP 105

Speech and Language Development in Children

3.0 Units

Class hours: 3.0 Lecture

Prerequisite: None

Corequisite: None

Recommendation: None

This course is designed to provide the student an understanding of how speech and language develop in normal monolingual and bilingual children and what factors characterize language disorders in children with special needs. The course will include exposure to standardized tests and measures of language development. Practice will be provided in eliciting and analyzing speech/language samples from children representing native and non-native speakers and demonstrating normal and delayed speech/language skills. This course is recommended for students majoring in speech-language pathology; the Speech-Language Pathology Assistant Program; or elementary, preschool, or special education. This course is not open to students who received credit in SPCH 229. (Formerly SPCH 229)

SLP 220

Voice and Articulation

3.00 Units

Class hours: 3.0 Lecture

Prerequisite: None

Corequisite: SLP 120 with a grade of Pass or "C" or higher.

Recommendation: None

This course is designed to help the student learn how voice and speech are produced by a study of anatomy and physiology of the speech and hearing mechanism and to learn how to use these mechanisms effectively and efficiently for oral communication. Students will learn phonetic transcription skills using the International Phonetic Alphabet (IPA) to assist their work on their own verbal skills emphasizing precise articulation. Distinctive features of loudness, rate, pitch variation, vocal variety, and controlled respiratory patterns will also be studied. This course is not open to students who received credit in SPCH 271. (Formerly SPCH 271)

CERRITOS COLLEGE

TO: Board of Trustees
FROM: Dr. Linda L. Lacy, President/Superintendent *LL*
REVIEWED BY: Carl Bengston, Dean of the Library, Special Programs & Services *CB*
DATE: March 7, 2012
SUBJECT: **Consideration of Approval of Nominee for 2012 CCC Classified Employee Awards**

RECOMMENDATION

It is recommended by the College Committee on Outstanding Classified Employee Selection that the Board of Trustees approve the nomination of Ben Pendleton for the 2012 CCC Classified Employee Awards.

OVERVIEW

These annual awards honor community college classified employees who demonstrate the highest level of commitment to professionalism and community colleges. Recipients are nominated by their colleagues and endorsed by the local Board of Trustees. No later than March 15th each local Board of Trustees may forward the information for one nominee to the California Community Colleges Chancellor's Office. Award winners are selected by representatives of the Community Colleges Board of Governors, the Chancellor's Office and the Foundation for California Community Colleges. Recipients will be announced and honored at the May Board of Governors meeting.

ANALYSIS

The College Committee on Outstanding Classified Employee Selection reviewed the list of previous winners from the Cerritos College Classified/Confidential Employee of the Month and Employee of the Year awards and identified a short list of those individuals among them who meet all of the criteria for the annual CCC Classified Employee Awards. Committee members then interviewed each of the candidates to gather additional information that could be used to support a nomination. At a special meeting on January 26, 2012, the Committee voted unanimously to forward the name of Ben Pendleton, Student Services Assistant II (Admissions & Records), to the Board of Trustees for nomination.

Ben has been employed at Cerritos College since 1984, when he joined the staff as a part-time peer counselor. He worked full time in the bookstore before joining the Admissions and Records staff 13 years ago and has since been named employee of the month twice. He serves as co-advisor of the Student Veterans Club and co-advisor for the Gay/Straight Alliance on campus. Ben's history of service extends beyond the college and into his community. He is an active member of the Moose Legion and currently serves as Lodge Secretary and Chair of the Council of Higher Degrees for California and Nevada. He has served twice as the Governor of his Lodge and has served in a variety of other positions. His community involvement also includes the Angel Tree Program, the Norwalk Teen Alliance, the Norwalk Senior Center, the Safe Surfin' Foundation, and the Special Olympics. While there are many classified employees at Cerritos College who deserve this award, Ben truly stands out as exceptional, exceeding each and every criterion.

FINANCIAL IMPLICATIONS

None

000118

Bid Recap #1112-05, Site Improvements

Contractor	Softball Base Bid	Softball Allowance	Softball Total Base Bid
Bayley Construction	\$ 1,328,000.00	\$ 100,000.00	\$ 1,428,000.00
Minako America Corp. dba Minco Constructio	\$ 1,377,700.00	\$ 100,000.00	\$ 1,477,700.00
Dalke & Sons Construction, Inc.	\$ 1,512,000.00	\$ 100,000.00	\$ 1,612,000.00
R.J. Daum Construction**	\$ 962,406.00	\$ 100,000.00	\$ 1,820,400.00

** Withdrew Bid

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

Change Order Number: 01
Contract: C11-1017 (FPC AV/IT)

To: Western Audio Visual
5365 Avenida Encinas Ste. G
Carlsbad, CA 92008
P: 714-693-7800
F: 714-637-7330

SUMMARY OF CHANGES:

Item 1.01

Description: Deduct unsued allowance
Reason: Deduct unused allowance
Requested by: N/A

Cost: Deduct (\$50,000.00)
Time Extension:0 days

SUMMARY OF COST:

TOTAL OF THIS CHANGE ORDER..... **\$(50,000.00)**
TOTAL ADDITIONAL WORKING DAYS.....0

CONTRACT SUMMARY:

Original Contract Amount	\$	401,638.26
Net change by previous Change Order		\$0.00
Net sum prior to this Change Order	\$	401,638.26
Amount of Change Order No. 2	\$	(50,000.00)
Deduct Remaining Contract Allowance	\$	-
New Contract Sum	\$	351,638.26
Percentage of Change to Contract		-12.4%

The Owner and the Contractor hereby agree that this change order constitutes full mutual accord and satisfaction for all time, all costs and all impacts related directly or indirectly to this change order. By acceptance of this change order, the Contractor hereby agrees that this change order represents the full equitable adjustment owed under the Contract, and further agrees on behalf of itself and all subcontractors to waive all rights to any further claims or requests for equitable adjustment which include, but are not limited to, inefficiencies, loss of productivity, disruption, constructive acceleration, extended field office overhead, arising out of or as a result of this change order or the cumulative effect of this change order on the performance of the overall work under the Contract.

This Change Order is hereby executed on _____ of _____, 2012.

Approved By:

Approved By:

CERRITOS COLLEGE
DAVID EL FATTAL,
11110 ALONDRA BOULEVARD
NORWALK, CA 90650

Western Audio Visual
SHELBY TOAL, PROJECT MANAGER
5365 Avenida Encinas Ste. G
Carlsbad, CA 92008

Reviewed By:

Reviewed By:

PLANNET CONSULTING, LLC.
RICHARD STRATFORD
2850 SATURN STREET, SUITE 100
BREA, CA 92821

TILDEN-COIL CONSTRUCTORS
DENI R. VALDERRAMA, PROGRAM MANAGER
3612 MISSION INN AVE
RIVERSIDE, CA 92501

Project: Cerritos College
Gymnasium Seismic Retrofit
11110 Alondra Blvd
Norwalk, CA 90650

Change Order Number: 08

To: USS Cal Builders, Inc.
8051 Main Street
Stanton, CA 90680
P: 714-828-4882
F: 714-828-9498

Summary:

Item 8.01

Description: Perform (32) man-hours of concrete chipping to remove existing concrete over-pours to allow for new pile caps at East and West exteriors of gymnasium
Reference: RFI #297
Reason: After excavating existing pile caps at East and West sides of the building, extra concrete was discovered impeding the ability to pour new, adjoining PC-2B pile caps as designed
Requested by: Owner / Structural Engineer due to Unforeseen Conditions
Cost: Add \$ 2,650.00
Time Extension: Days 0

Item 8.02

Description: Chip top of existing pile caps, form new stem walls, install new rebar, and pour approximately (6) Cubic Yards of concrete to tie in new PC-11 pile caps to exterior wing walls at (4) corners of the gymnasium
Reference: RFI #298
Reason: Structural design did not account for a void between the bottom of existing grade beam and top of new pile cap as realized by the field condition. Structural engineer designed a new detail to infill this void by building new stem walls for necessary structural support.
Requested by: Structural Engineer due to Design Omission
Cost: Add \$ 10,567.00
Time Extension: Days 7

SUMMARY of COST:

TOTAL OF THIS CHANGE ORDER **\$13,217.00**
TOTAL ADDITIONAL WORKING DAYS:.....7

CONTRACT SUMMARY:

Original Contract Amount	\$	7,598,000.00
Net change by previous Change Orders		270,308.00
Net sum prior to this Change Order	\$	7,868,308.00
Amount of This Change Order	\$	13,217.00
New Contract Sum	\$	<u>7,881,525.00</u>

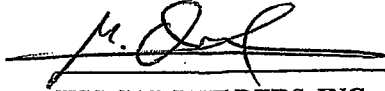
This C.O. Percentage of Change to Contract 0.2%

This Change Order is hereby executed on the 30th day of January, 2012.

Approved By:


CERRITOS COLLEGE
DAVID EL FATTAL, V.P. OF BUSINESS SERVICES
11110 ALONDRA BLVD.
NORWALK, CA 90650

Approved By:

 1/31/12


USS CAL BUILDERS, INC.
MOHAMMAD QAHOUSH, PROJECT MANAGER
8051 MAIN ST.
STANTON, CA 90680

Reviewed By:

 1/30/12

TILDEN-COIL CONSTRUCTORS
CHAD BARNES, PROJECT MANAGER
11110 ALONDRA BLVD.
NORWALK, CA 90650

Reviewed By:



IDS GROUP, INC.
JOHN BEARDALL, STRUCTURAL ENGINEER
1 PETERS CANYON RD., SUITE 130
IRVINE, CA 92606

Project: Cerritos College
Gymnasium Seismic Retrofit
11110 Alondra Blvd
Norwalk, CA 90650

Change Order Number: 09

To: USS Cal Builders, Inc.
8051 Main Street
Stanton, CA 90680
P: 714-828-4882
F: 714-828-9498

Summary:

Item 9.01

Description: - Furnish and install new above and below grade conduit and wiring throughout gymnasium, new devices (outlets, switches, etc.), new electrical sub panels, fuses and disconnects, new transformer, additional lighting package, and labor/equipment to perform changes in electrical scope of work for Bulletin #22: \$147,666
- Furnish and install new conduit and junction boxes for AV/IT changes, new concrete pull box, install specially sized back boxes for all AV/IT components, and labor/equipment to perform changes in electrical scope of work for Bulletin #27: \$45,875

Reference: Instruction Bulletins #22 & #27; RFI #273

Reason: All existing electrical main power was run inside the concrete slab, which had to be demolished to perform seismic upgrades to the building. As a result, approximately 45% of the original electrical package had to be re-designed by the electrical engineer after discovery of this unforeseen condition - Bulletin #22. Coordination of AV/IT needs with the District resulted in changes - Bulletin #27

Requested by: Owner / Electrical Engineer due to Unforeseen Conditions

Cost: Add \$ 193,541.00

Time Extension: Days *DK m.Q*

SUMMARY of COST:

TOTAL OF THIS CHANGE ORDER **\$193,541.00**
TOTAL ADDITIONAL WORKING DAYS: **0**

CONTRACT SUMMARY:

Original Contract Amount	\$	7,598,000.00
Net change by previous Change Orders		283,525.00
Net sum prior to this Change Order	\$	7,881,525.00
Amount of This Change Order	\$	193,541.00
New Contract Sum	\$	<u>8,075,066.00</u>

This C.O. Percentage of Change to Contract 2.5%

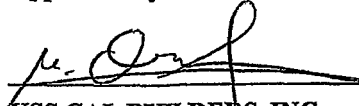
000124

This Change Order is hereby executed on the 30th day of January, 2012.

Approved By:


CERRITOS COLLEGE
DAVID EL FATTAL, V.P. OF BUSINESS SERVICES
11110 ALONDRA BLVD.
NORWALK, CA 90650

Approved By:

 1/31/12

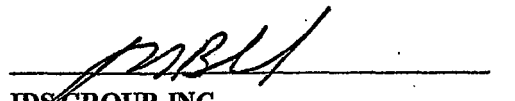
USS CAL BUILDERS, INC.
MOHAMMAD QAHOUSH, PROJECT MANAGER
8051 MAIN ST.
STANTON, CA 90680

Reviewed By:

 1/31/12

TILDEN-COIL CONSTRUCTORS
CHAD BARNES, PROJECT MANAGER
11110 ALONDRA BLVD.
NORWALK, CA 90650

Reviewed By:



IDS GROUP, INC.
JOHN BEARDALL, STRUCTURAL ENGINEER
1 PETERS CANYON RD., SUITE 130
IRVINE, CA 92606

USS Cal Builders signs this Change Order under full reservation of rights including but not limited to the right to submit a claim for an extension of time and for all indirect impact costs or expense caused by or resulting from this Change Order. *mu*

000125

BUDGET TRANSFERS FOR MARCH 7, 2012

01.0 FUND-GENERAL FUND-UNRESTRICTED

FROM

ACADEMIC SALARIES	\$	(175,092)
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	(2,700)
CAPITAL OUTLAY	\$	
INTERFUND TRANSFERS	\$	
CONTINGENCY	\$	

TOTAL

	\$	(177,792)
--	----	------------------

TO

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	163,403
EMPLOYEE BENEFITS	\$	11,689
SUPPLIES AND MATERIALS	\$	2,700
OTHER CONTRACT EXPENSES AND SERVICES	\$	
CAPITAL OUTLAY	\$	
PAYMENTS TO OR FOR STUDENTS	\$	

TOTAL

	\$	177,792
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Transfers: Between object codes

Self Balancing: No effect on the ending balance

Number of Transfer Requests: Four (4)

Divisions/Departments/Programs:

HPEA/Athletics, Community Industry & Technology Education, Technology

BUDGET TRANSFERS FOR MARCH 7, 2012

39.0 FUND- OTHER SPECIAL REVENUE FUND

FROM

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	(65,814)
OTHER CONTRACT EXPENSES AND SERVICES	\$	
CAPITAL OUTLAY	\$	
INTERFUND TRANSFERS	\$	
CONTINGENCY	\$	
TOTAL	\$	(65,814)

TO

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	9,414
EMPLOYEE BENEFITS	\$	844
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	35,454
CAPITAL OUTLAY	\$	20,102
PAYMENTS TO OR FOR STUDENTS	\$	
TOTAL	\$	65,814

Transfers: Between object codes

Self Balancing: No effect on the ending balance

Number of Transfer Requests: One (1)

Divisions/Departments/Programs:

Student Health Services: Family Pact / MAA

BUDGET TRANSFERS FOR MARCH 7, 2012

01.0 FUND-CONTINGENCY TRANSFERS

FROM

ACADEMIC SALARIES	\$	(32,962)
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	(27,714)
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	
CAPITAL OUTLAY	\$	
INTERFUND TRANSFERS	\$	
CONTINGENCY	\$	
TOTAL	\$	(60,676)

TO

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	
CAPITAL OUTLAY	\$	
CONTINGENCY	\$	60,676
TOTAL	\$	60,676

Transfers:

Close unfilled vacant position of Executive Dean of Community, Industry & Technology Education.

Number of Transfer Requests: One (1)

Divisions/Departments/Programs:

Community, Industry, & Technology Education

APPROPRIATION TRANSFER ANALYSIS FOR MARCH 7, 2012

Revenue Budget

00000.0-00000-71100-8629-0000000 (01.3 Fund) State-BFAP (Board Financial/Assistance Program) To allocate revenue budget for non-cap equipment.	\$ <u>5,000</u>
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Total Revenue Budget	\$ <u><u>5,000</u></u>
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Expenditure Budget

00000.0-00000-71100-VARIOUS-6460000 (01.3 Fund) BFAP To adjust BFAP budget and cover deficits in accounts within the budget.	\$ <u>(81,770)</u>
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Total Expenditure Budget	\$ <u><u>(81,770)</u></u>
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FACULTY HOURLY - BUSINESS ED/HUMANITIES/SOCIAL SCIENCES**New Hires**

Name		Discipline	Salary Placement	Rate
Clauss	Lee	Anthropology	A1	48.83

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

Name		Discipline	Salary Placement	Rate
Gutierrez	Charles	Music	B5	60.33
Konya	Amanda	Photography	B1	48.83
Miller	Janet	Theatre Arts	B3	54.60

FACULTY HOURLY - HEALTH OCCUPATIONS**Reemployed**

Name		Discipline	Salary Placement	Rate
Brown	Malinda	Physical Therapist Assistant	B5	60.33

FACULTY HOURLY - PE/ATHLETICS**Reemployed**

Name		Discipline	Salary Placement	Rate
Cable	Brian	Athletics	B5	60.33

New Hires

Name		Discipline	Salary Placement	Rate
Schwarzenbach	Brad	Athletics/Coaching	A1	48.83

FACULTY HOURLY - SCIENCE, ENGINEERING & MATHEMATICS**New Hires**

Name		Discipline	Salary Placement	Rate
Chan	Hok Yan Jonathan	Mathematics	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, 2012 OR 175 TOTAL WORKDAYS, WHICHEVER OCCURS FIRST

Cai, Shuhe*	Aide-Special (Special Education)	\$8.00/hr	01/09/12
Park, Saehwan	Aide-Special (Tutor)	\$8.00/hr	02/06/12
Major, Victoria	Cashier	\$8.64/hr	01/16/12
Llanas, Nadine*	Clerk	\$8.64/hr	08/25/11
Ayala, Yapheh*	Intermediate Clerk	\$8.64/hr	12/25/11
Bagley, Rebecca	PBX Operator/Receptionist	\$9.07/hr	01/30/12
Lim, Roger*	Instructional Aide I	\$9.56/hr	01/30/12
Sandoval, Natalie*	"	"	12/05/11
Ortiz Munoz, Sofia*	Intermediate Clerk	\$9.56/hr	01/10/12
Rodriguez, Rebecca*	"	"	01/23/12
Brannon, Ronnel	Intermediate Typist Clerk	\$9.56/hr	01/25/12
Watson, Stephen	Custodian	\$9.76/hr	01/27/12
Escalante, Belinda*	Community Outreach Worker	\$9.99/hr	02/01/12
Kennedy, Christina	"	"	01/25/12
Trovao, Paul	Maintenance Mechanic	\$12.50/hr	01/23/12
Allen, Michael	Instructional Aide II	\$14.11/hr (3)	12/01/11
Woods, Karen	Aide-Special (Interpreter II)	\$23.00/hr	01/09/12
Chrisco, Tiffanie	Aide-Special (Interpreter III)	\$26.50/hr	01/01/12
Salazar, Randy	"	"	01/09/12

* Categorically Funded

** Specially Funded

Presented to the Board of Trustees 3/07/12

CERRITOS COMMUNITY COLLEGE DISTRICT
MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
MARCH 21, 2012

- I. CALL TO ORDER The meeting was called to order at 6:00 p.m. by Mr. Bob Arthur, Board President. Those present were Mr. Bob Arthur; Dr. Tina Cho, Dr. Ted Edmiston, Dr. Bob Hughlett, Dr. Shin Liu and Ms. Jean McHatton. Mr. Tom Jackson and Ms. Areal Hughes, Student Trustee were not present. Others present were the President/Superintendent, Interim Vice President of Academic Affairs, Vice President of Business Services, Vice President of Student 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. Arthur.
- III. APPROVAL OF MINUTES A. It was moved by Dr. Hughlett and seconded by Dr. Edmiston to approve the minutes of the regular meeting of March 7, 2012. The vote for approval was unanimous.
- IV. PUBLIC PRESENTATIONS Dr. Lacy presented Rose Vasquez with the Outstanding Classified Employee Award for the month of February 2012.
- V. CONSENT AGENDA It was moved by Dr. Hughlett and seconded by Dr. Edmiston to approve the consent agenda and addendum. Dr. Liu requested that Item A. be held and Mr. Arthur requested that Item G. 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. Hughlett and seconded by Ms. McHatton to approve Item A:
- Provide Compensation to Board Member Liu for her Absence from the March 7 Board Meeting
- The vote for approval was 5-0-1; Dr. Liu abstained.
- G. It was moved by Dr. Hughlett and seconded by Dr. Edmiston to approve Item G:
- Bid #1112-10, Physical Science Renovation, as attached.
- Mr. Arthur sought reassurance that the college had performed due diligence in awarding a contract to a reliable firm. Steve Worley of Tilden-Coil Constructors, Inc. stated that the firm was approved through the prequalification process and that the firm has a satisfactory safety record and is a reputable company. He added that the firm was the second lowest bidder. The lowest bidder did not provide the required paperwork. The vote for approval was unanimous.
- B. New Course Offerings, as attached.
- C. Perkins/VTEA Grant Honorarium for the 2012 Advisory Committee Members Recognition Breakfast, as attached.
- D. Perkins/VTEA Grant Stipends, as attached.

- E. Perkins/VTEA Grant Honorarium, as attached.
- F. Resolution No. 12-05 Authorizing Certain Employees of the Cerritos Community College District to Approve Documents in the LACOE Financial System for the Period March 22, 2012 through December 31, 2012, as attached.
- G. This item was considered separately.
- H. Denial of Claim Against the District: Denise Martinez, as attached.
- I. Budget Extensions and Budget Transfers, as attached.
- J. Employment of Temporary and/or Substitute Hourly Faculty Personnel, as needed for the 2011-2012 Academic Year, as attached.
- K. Employment of Classified, Short-Term, Substitute, and/or Student Hourly Personnel, as attached.

Added by addendum:

Assistant Dispensary Clerk (part-time) @9-1 (\$11.89 per hour + 2.5% shift differential) effective March 22, 2012: Melissa Dazo (Technology)

Intermediate Typist Clerk @23-1 (\$2,818.00 per month) effective March 26, 2012: Nanette Mauinatu (Liberal Arts)

- L. Employment of Full-Time, First-Year Contract (Probationary), Hourly, and/or Substitute Faculty Employee(s): None
- M. Reassignment of Full-Time Faculty Member from 10-Month to 11-Month of Employment, as attached.

VI. ADMINISTRATIVE MATTERS

- A. As information, the Board book contained College Coordinating Committee Minutes for February 27, 2012.
- B. It was moved by Dr. Cho to vote for the following individuals for the CCCT Board of Directors: Janet Chaniot, Angela Acosta-Salazar, Doug Otto, Manny Ontiveros, Tina Park, Ann H. Ransford, Deborah LeBlanc and Bernard "Bee Jay" Jones. There was no second. It was then moved by Dr. Hughlett and seconded by Ms. McHatton to vote for the following incumbents on the CCCT Board: Janet Chaniot, Doug Otto, Manny Ontiveros, Bernard "Bee Jay" Jones, Marcia Zableckis and Chris Stampolis. The vote for approval was unanimous. It was moved by Mr. Arthur and seconded by Dr. Hughlett to also vote for Angela Acosta-Salazar and Ann Ransford. The vote for approval was unanimous.

- C. Mr. Arthur opened discussion regarding the proposed Revised Guidelines Regarding the Use of Vintage Funds, as attached. Mr. Arthur questioned if items would continue to be brought to the Board for consideration. Dr. Lacy said that requests for Vintage Funding requests would be prioritized and then forwarded to the Board for approval. The vote for approval was unanimous.

VII. REPORTS

A. Board of Trustees

Ms. McHatton stated that the Miss Cerritos Contest was a great event and congratulated 2012 Cerritos Princess Brittany Forsythe, who is a Cerritos College student sponsored by Vintage Cerritos.

Dr. Cho stated that the recent article published by the Los Cerritos Community News regarding trustee compensation was misleading and urged readers to be wary of false information.

Dr. Hughlett indicated that he presented to the Falcon Leadership Academy on March 2 and added that they were a delightful group.

Mr. Arthur stated that he attended the Norwalk Soroptimist Annual Tea event. He indicated that three women who are veterans and Cerritos College students were recognized and that the Women's Opportunity Award was given to several individuals. He stated that it was a very moving event and he heard many amazing stories of hardship. He thanked everyone involved with the event.

B. Faculty and Staff Leadership

Ms. Moore stated that the Chili Cook-Off was a great event. She also congratulated the Outstanding Faculty for 2012.

Ms. Laughon stated that Hoe Down Days events were fantastic this year and thanked Amna Jara and Nancy Bonilla for their efforts.

C. President/Superintendent and Vice Presidents

Mr. El Fattal indicated that the college's bonds were sold today at less than 5 percent and added that it is an excellent price. He added that a Campus Budget Forum will be held on March 29 at 11:00 a.m. in the Teleconference Center.

Dr. Johnson thanked Amna Jara and Nancy Bonilla for their hard work during the Hoe Down Days events. He stated that he recently returned from an accreditation site visit and added that it was time well spent. He stated that ASCC election season has begun and that the second level of CAIR training is underway.

Dr. Brock stated that CSUs will close admission for Spring 2013 except for SB 1440 eligible transfers at eight universities. She added that Cerritos College has several degree programs that are eligible and hopes to offer more by the fall semester.

Dr. Lacy stated that the college is currently filling many vacancies on campus. She stated that she sent a letter to legislators voicing opposition to SB 1560, which threatens the community college funding mechanism.

VIII. CLOSED SESSION

The Board adjourned to closed session at 6:43 p.m.

IX. RECONVENE

The Board reconvened at 7:16 p.m.

Read Out

Dr. Edmiston reported that in closed session the Board of Trustees approved the employment of Sandra Marks as Instructional Dean, Health Occupations on Grade 42, Step 1 of the Management & Confidential Employees Salary Schedule (\$10,511 per month) effective July 1, 2012. The vote for approval was unanimous.

Read Out

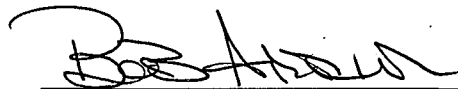
Dr. Hughlett reported that in closed session the Board of Trustees approved the employment of Dr. JoAnna Downey-Schilling as Vice President of Academic Affairs/Assistant Superintendent on Step 3 of the Contract Management Employees Salary Schedule (\$14,484.25 per month) effective July 1, 2012. The vote for approval was unanimous.

X. ADJOURNMENT

The Board adjourned at 7:16 p.m.

XI. NEXT REGULAR MEETING

The next regular meeting of the Board of Trustees is scheduled for Wednesday, April 4, 2012 at 6:00 p.m.



Bob Arthur, Board President



Dr. Bob Hughlett, Board Secretary

BUSINESS, HUMANITIES, AND SOCIAL SCIENCES

BCOT 54

Business Writing for Managers

3.0 Units

Class hours: 3.0 Lecture

Prerequisite: None

Corequisite: None

Recommendation: None

This course is designed to assist managers and supervisors in the business field to develop written reports, proposals, evaluations, and other types of communication specific to the management field. The strategies and processes necessary to write successful managerial communications will be covered. The students will be introduced to real-world examples of corporate and organization communication, scenarios requiring students to adopt a point of view, and opportunities to develop written communication from that specific point of view. They will be exposed to cultural differences and discussions of corporate ethical matters.

BCOT 247

Managerial Business Communications

3.0 Units

Class hours: 3.0 Lecture

Prerequisite: ENGL 100 or equivalent with a grade of Pass or "C" or higher.

Corequisite: None

Recommendation: None

This course applies the principles of ethical and effective communication to the creation of letters, memos, e-mails, employment communication, and written and oral reports for a variety of business situations. The course emphasizes planning, organizing, composing, and revising business documents using word processing software for written documents and presentation-graphics software to create and deliver professional-level oral reports. This course is designed for students who already have college-level writing skills.

LIBERAL ARTS

ENGL 239

Literature of India

3.0 Units

Class hours: 3.0 Lecture

Prerequisite: An English placement score into ENGL 100, or ENGL 52 or equivalent with a grade of Pass or "C" or higher.

Corequisite: None

Recommendation: None

Literature of India is a survey course of selected representative literature of Asian Indian writers and their influence on Indian and American culture. The genres include the novel, the short story, poetry, drama, and autobiography. The course will examine the literature of Ancient, Medieval, Modern, and Post-Independence India.

SCIENCE/ENGINEERING/MATH

GEOL 105L

Field Methods of the Earth Sciences

1.0 Unit

Class hours: 3.0 Lab

Prerequisite: GEOL 101 or equivalent with a grade of Pass or "C" or higher, or concurrent enrollment.

Corequisite: None

Recommendation: None

This is a field-based laboratory course for geologic and environmental sciences. The geology, topography, structure, and ecology of the southwestern United States will be discussed in class then observed and investigated in the field. Samples and data collected from study areas may be further analyzed in a lab setting. Students will learn how to perform fundamental field techniques of the earth sciences, such as orienteering, surveying, mapping, and sampling. This course includes field trips.

TECHNOLOGY

AUTO 107

Diesel Exhaust Emission Control and Servicing

3.0 Units

Class hours: 3.0 Lecture

Prerequisite: AUTO 109 or equivalent with a grade of Pass or "C" or higher.

Corequisite: None

Recommendation: AUTO 80 or AUTO 100 or equivalent with a grade of Pass or "C" or higher,

This course will provide instruction on the background, principles, theory, operation, diagnosis, servicing and repair of diesel engine exhaust emissions control and after treatment systems. This course is intended for students entering the field of on-highway and heavy equipment vehicles, and alternative fuel vehicle service and maintenance, or students currently in the industry looking to advance their knowledge of on-highway and heavy equipment vehicles and alternative fuel vehicle service, maintenance, and repair. Instruction on technical reference materials, parts and service books, diagnostic systems and programs used by the service technicians will be covered.

ENGT 103

Introduction to Engineering Design Using Inventor

3.0 Units

Class hours: 2.0 Lecture/3.0 Lab

Prerequisite: None

Corequisite: None

Recommendation: None

This course introduces the student to the design process in engineering technology by the use of activities-based learning, project-based learning, and problem-based learning. The student will learn about the design process, geometric relationships, visualization, technical sketching, modeling, model documentation, and assemblies.

ENGT 260

Advanced Modeling Using SolidWorks

4.0 Units

Class hours: 3.0 Lecture/3.0 Lab

Prerequisite: ENGT 259 or equivalent with a grade of Pass or "C" or higher, or appropriate work experience.

Corequisite: None

Recommendation: None

This course advances the student's skill in creating three-dimensional (3-D) parametric part modeling, assembly modeling, and surface modeling. Students also learn how to create sheet metal assemblies, welding assemblies, formed tools, and molds.

ET 91L

Engineering Technology Project Laboratory

1.0 Unit

Class hours: 3.0 Lab

Prerequisite: ET 101 and ENGT 103 or equivalent with grades of Pass or "C" or higher.

Corequisite: ET 104 or equivalent with a grade of Pass or "C" or higher.

Recommendation: None

This is a capstone course in which students will work in teams to solve engineering technology problems. Students will be given a theme by the instructor at the beginning of the semester and will identify the problem, explore various solutions, select a solution, optimize their design, provide a prototype, test their prototype, and document the result.

ET 101

Principles of Engineering Technology

3.0 Units

Class hours: 2.0 Lecture/3.0 Lab

Prerequisite: None

Corequisite: None

Recommendation: None

This course introduces the student to principles of engineering technology by the use of activity-based learning, project-based learning, and problem-based learning. The student will learn about the design process, communication and documentation, engineering systems, statics and strength of materials, properties of materials and materials testing, reliability, and kinematics. This course is not open to students who have received credit in EL 102.

ET 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. This course is not open to students who have received credit in EL 102.

ET 104

Engineering Technology Project Development

1.0 Unit

Class hours: 1.0 Lecture

Prerequisite: None

Corequisite: ET 101 or equivalent with a grade of Pass or "C" or higher.

Recommendation: None

This course introduces the student to managing the requirements of an engineering technology project from beginning to end. Students will identify the need, provide alternative solutions, optimize their design, provide a prototype, test their prototype, and document their solution.

CERRITOS COLLEGE

TO: Board of Trustees
FROM: Dr. Linda L. Lacy, President/Superintendent *LL*
REVIEWED BY: Dr. Marilyn Brock, Interim Vice President of Academic Affairs *MB*
PREPARED BY: Carl Bengston, Dean of Library, Special Projects and Services *CB*
DATE: March 21, 2012
SUBJECT: **Consideration of Approval of Perkins/VTEA Grant Honorarium for the 2012
Advisory Committee Members Recognition Breakfast**

RECOMMENDATION

It is recommended that the Board of Trustees approve an honorarium to Kevin Fleming in the amount of \$1,000, plus travel expenses.

OVERVIEW

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

ANALYSIS

The college hosts an annual breakfast to honor our vocational advisory committee members. This year's speaker will be Kevin Fleming, he serves as a managing partner of Telos Educational Services and Associate Dean for Career & Technical Education at Norco College.

FINANCIAL IMPLICATIONS

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

AM

CERRITOS COLLEGE

TO: Board of Trustees

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

REVIEWED BY: Dr. Marilyn Brock, Interim Vice President of Academic Affairs

PREPARED BY: Carl Bengston, Dean of Library, Special Projects and Services *CB*

DATE: March 21, 2012

SUBJECT: **Consideration of Approval of Perkins/VTEA Grant Stipends**

RECOMMENDATION

It is recommended that the Board of Trustees approve stipends for Christine Stahl-Steinkamp for 2011-2012 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 improve the theater program, the Fine Arts Division has been awarded special funding from the Perkins (VTEA) program to make improvements to curriculum design. Christine Stahl-Steinkamp, Fine Arts faculty member, is responsible for assisting with the development and coordination of curriculum design, and works with the program director. She will receive a \$ 2,000 stipend for the 2011-2012 academic year.

FINANCIAL IMPLICATIONS

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

AM

CERRITOS COLLEGE

TO: Board of Trustees
FROM: Dr. Linda L. Lacy, President/Superintendent *LL*
REVIEWED BY: Dr. Marilyn Brock, Interim Vice President of Academic Affairs *MB*
PREPARED BY: Carl Bengston, Dean of Library, Special Projects and Services *CB*
DATE: March 21, 2012
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 2011-2012 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.

Sheilah Brooks
Writing for Film

\$250 per 4 hr workshop
 \$500 per 6 hr workshop

Hiro Narita
Cinematography

\$250 per 4 hr workshop
 \$500 per 6 hr workshop

Richie Chritz
Design & Presentation-Film

\$250 per 4 hr workshop
 \$500 per 6 hr workshop

Avi Karshmer
Copywriting for TV Ads

\$250 per 4 hr workshop
 \$500 per 6 hr workshop

FINANCIAL IMPLICATIONS

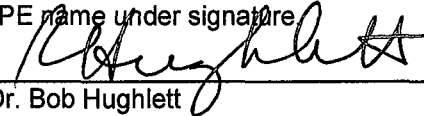
Perkins (VTEA) funds will be utilized for this expenditure. No district general funds will be used.



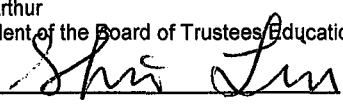
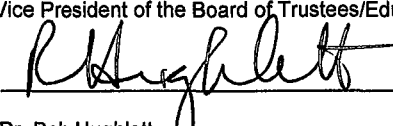
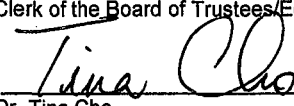

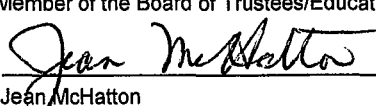
CERRITOS COMMUNITY COLLEGE DISTRICT

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: March 22, 2012 to December 31, 2012 in accordance with governing board approval dated March 21, 2012

NOTE: Please TYPE name under signature

Signature 
Dr. Bob Hughlett Clerk (Secretary) of the Board

<u>Column 1</u>	<u>Column 2</u>
<u>Signatures of Members of Governing Board</u>	<u>Signatures of Personnel and/or Members of the Governing Board authorized to sign Warrants, Orders for Salary Payment, Notices of Employment, and Contracts:</u>
Signature: <u></u>	Signature: <u></u>
Type: Bob Arthur President of the Board of Trustees/Education	Type: Linda L. Lacy Title: President/Superintendent
Signature: <u></u>	Signature: _____
Type: Dr. Shin Liu Vice President of the Board of Trustees/Education	Type: David El Fattal Title: Vice President of Business Services
Signature: <u></u>	Signature: _____
Type: Dr. Bob Hughlett Clerk of the Board of Trustees/Education	Type: Marilyn Brock Title: Vice President of Academic Affairs
Signature: <u></u>	Signature: _____
Type: Dr. Tina Cho Member of the Board of Trustees/Education	Type: Stephen B. Johnson Title: Vice President of Student Services/Asst Superintendent
Signature: <u></u>	Signature: _____
Type: Dr. Ted Edmiston Member of the Board of Trustees/Education	Type: Noorali Delawalla Title: Director of Fiscal Services
Signature: _____	Signature: _____
Type: Tom Jackson Member of the Board of Trustees/Education	Type: _____ Title: Director of Purchasing
Signature: <u></u>	
Type: Jean McHatton 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:

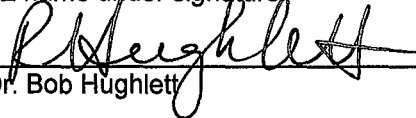
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"A" Warrants	_____
"B" Warrants	_____
On Notice of Employment	_____
On Contracts	_____

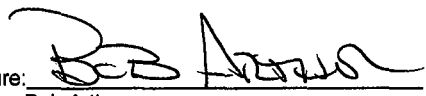
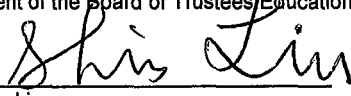
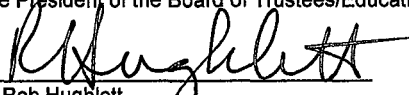
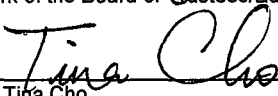
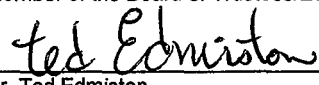
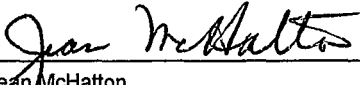
RESOLUTION #12-03
CERRITOS COMMUNITY COLLEGE DISTRICT

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 
 Dr. Bob Hughlett Clerk (Secretary) of the Board

<u>Column 1</u>	<u>Column 2</u>
<p><u>Signatures of Members of Governing Board</u></p> <p>Signature: <u></u> Type: Bob Arthur President of the Board of Trustees/Education</p> <p>Signature: <u></u> Type: Dr. Shin Liu Vice President of the Board of Trustees/Education</p> <p>Signature: <u></u> Type: Dr. Bob Hughlett Clerk of the Board of Trustees/Education</p> <p>Signature: <u></u> Type: Dr. Tina Cho Member of the Board of Trustees/Education</p> <p>Signature: <u></u> Type: Dr. Ted Edmiston Member of the Board of Trustees/Education</p> <p>Signature: _____ Type: Tom Jackson Member of the Board of Trustees/Education</p> <p>Signature: <u></u> Type: Jean McHatton Member of the Board of Trustees/Education</p>	<p><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></p> <p>Signature: _____ Type: David El Fattal Title: Vice President of Business Services</p> <p>Signature: _____ Type: Noorali Delawalla Title: Director of Fiscal Services</p> <p>Signature: _____ Type: Ramona Sue Payne Title: Budget Manager</p> <p>Signature: _____ Type: Shawn Jones Title: Accounting Manager</p> <p>Signature: _____ Type: Deanna Hart Title: Payroll Manager</p>

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

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42632	85232
42633	85233
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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	_____

Bid Recap #1112-10, Physical Science Renovation

Contractor	Physical Science Base Bid	Physical Science Allowance	Physical Science Total Base Bid	Daily Value
Minako America Corp. dba Minco Construction	\$ 2,677,000.00	\$ 100,000.00	\$ 2,777,000.00	\$ 250.00
R.J. Daum Construction	\$ 3,073,120.00	\$ 100,000.00	\$ 3,173,120.00	\$ 1,500.00
Bayley Construction	\$ 3,095,000.00	\$ 100,000.00	\$ 3,195,000.00	\$ 1,240.00
Dalke & Sons Construction, Inc.	\$ 3,098,480.00	\$ 100,000.00	\$ 3,198,480.00	\$ 450.00
Pinner Construction Co, Inc.	\$ 3,429,000.00	\$ 100,000.00	\$ 3,529,000.00	\$ 3,000.00

000147

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: March 21, 2012
SUBJECT: **Consideration of Denial of Claim Against the District: Denise Martinez – 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

Denise Martinez has presented a claim for damages against Cerritos College. The claim alleges that while playing soccer, an opposing player struck claimant causing her to go down with a severe knee injury. Having reviewed the claim for damages, Cerritos College's third party administrator (Keenan & Associates) recommends that the Board of Trustees take action to "reject" the claim for damages. If the claimant wishes to pursue the matter he/she has the option of filing a lawsuit within 6 months or 180 days following the mailing of the rejection letter.

FINANCIAL IMPLICATIONS

This claim is covered by the District's insurance policy.

BUDGET TRANSFERS FOR MARCH 21, 2012

01.0 FUND-GENERAL UNRESTRICTED

FROM

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	(5,000)
CAPITAL OUTLAY	\$	
INTERFUND TRANSFERS	\$	
CONTINGENCY	\$	
<hr/>		
TOTAL	\$	(5,000)
<hr/> <hr/>		

TO

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	5,000
OTHER CONTRACT EXPENSES AND SERVICES	\$	
CAPITAL OUTLAY	\$	
PAYMENTS TO OR FOR STUDENTS	\$	
<hr/>		
TOTAL	\$	5,000
<hr/> <hr/>		

Transfers: Between object codes

Self Balancing: No effect on the ending balance

Number of Transfer Requests: One (1)

Divisions/Departments/Programs:

Technology

APPROPRIATION TRANSFER ANALYSIS FOR MARCH 21, 2012

Revenue Budget

00000.0-00000-75900-8690-1305700 (01.3 Fund) State - FKCE (Foster & Kinship Care Education) To adjust 2011-12 income budget of FKCE.	\$	(88,292)
00000.0-00000-76510-8690-0000000 (01.3 Fund) State - MAPP (Model Approach to Partnership in Parenting Training) To adjust 2011-12 income budget of MAPP.	\$	(29,248)
00000.0-00000-02220-8890-6120000 (01.0 Fund) Local - Library To allocate cost of library periodical and database subscriptions.	\$	<u>38,000</u>
Total Revenue Budget	\$	<u><u>(79,540)</u></u>

Expenditure Budget

00000.0-00000-75900-4590-1305700 (01.3 Fund) FKCE (Foster & Kinship Care Education) To adjust 2011-12 expense budget of FKCE.	\$	(9,538)
00000.0-00000-04100-VARIOUS-VARIOUS (69.1 Fund) Library To set up PARS Supplementary Retirement plan.	\$	<u>28,563</u>
Total Expenditure Budget	\$	<u><u>19,025</u></u>

FACULTY HOURLY - HEALTH OCCUPATIONS**New Hires**

Name		Discipline	Salary Placement	Rate
Henry	Sandra	Clinical Nursing	A1	48.83

FACULTY HOURLY - LIBERAL ARTS**New Hires**

Name		Discipline	Salary Placement	Rate
Lehren	Dustin	English	A1	48.83

FACULTY HOURLY - TECHNOLOGY**Reemployed**

Name		Discipline	Salary Placement	Rate
Castellanos	Ebenezer	Machine Tool Technology	B5	60.33

New Hires

Name		Discipline	Salary Placement	Rate
Gonzales	David	Machine Tool Technology	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, 2012 OR 175 TOTAL WORKDAYS, WHICHEVER OCCURS FIRST

Fernandez, Alejandro	Aide-General (Lab)	\$8.00/hr	02/25/12
Rivera, Nidia	"	"	02/02/12
Lee, Hee*	Aide-Special (Special Ed.)	\$8.00/hr	01/09/12
Aguilar, Iris*	Aide-Special (Tutor)	\$8.00/hr	02/29/12
Davenport, Trevor*	"	"	01/19/12
Aguilar, Iris*	Instructional Aide I	\$9.56/hr (1)	02/29/12
Davenport, Trevor*	"	"	01/19/12
Gaudagno, Jenel	"	\$9.99/hr (2)	01/03/12
Higgins, Lloyd	"	\$10.51/hr (3)	"
Rodriguez, David Michael	"	\$9.99/hr (2)	"
Garland, Benisha*	Intermediate Clerk	\$9.56/hr	02/01/12
Henning, Andy	Custodian	\$9.76/hr	02/10/12
Gomez, Cesar Davila	Gardener/Groundskeeper	\$9.99/hr	02/01/12
Watson, Stephen	"	"	"
Salazar, Deanna*	Student Affairs Technician	\$11.60/hr	02/25/12
Vega, Rosa*	"	"	"
Culhno, Roland**	Sports Specialist	\$11.77/hr	11/29/12
Gomez, Cesar Davila	Maintenance Mechanic	\$12.50/hr	02/01/12
Nunez, Sara*	Instructional Aide II	\$12.81/hr	02/13/12
De Silva, Michelle	Aide-Special (Interpreter II)	\$23.00/hr	01/09/12
Buchanan, Patricia	Community Education Specialist	\$29.15/hr	02/25/12
O'Dell, Jeff*	"	"	01/25/12
Williams, Elisia*	"	"	"
Kostapapas, Donna	Aide-Special (Interpreter V)	\$39.50/hr	01/09/12



* Categorically Funded
** Specially Funded

Presented to the Board of Trustees 3/21/12

SHORT-TERM HOURLY EMPLOYMENT (AS NEEDED), VARIABLE HOURS PER DAY & DAYS PER WEEK, FOR A PERIOD NOT TO EXCEED JUNE 30, 2012 OR 175 TOTAL WORKDAYS, WHICHEVER OCCURS FIRST

Beltran, Antonio	ASL Interpreter Instruction Support	\$41.00/hr	02/14/12
O'Malley, Tomas	"	"	02/16/12
Fitzgerald, Barrett**	Cont. Ed. Specialist/Business Tech.	\$50.52/hr	01/09/12
Garza, Javier**	Project Specialist/Tech. Level 1	\$75.00/hr	02/07/12

CERRITOS COLLEGE

TO: Board of Trustees
FROM: Dr. Linda L. Lacy, President/Superintendent 
REVIEWED BY: Victor Collins, Interim Vice President of HR/Assistant Superintendent
PREPARED BY: Dr. Adriana Flores-Church, Director of Human Resources/Risk Management 
DATE: March 21, 2012
SUBJECT: **Consideration of Approval of Reassignment of Full-Time Faculty Member from 10-Month to 11-Month of Employment: Robert Chester, English Professor**

RECOMMENDATION

It is recommended that the Board of Trustees approve the reassignment of Robert Chester, tenured full-time English Professor, from 10-month employment to Coordinator, Student Judicial Affairs, 11-month employment, effective May 19, 2012.

OVERVIEW

Mr. Chester, English Professor, applied and was selected for the Coordinator, Student Judicial Affairs position effective May 19, 2012.

ANALYSIS

The Coordinator, Student Judicial Affairs position became vacant on June 30, 2011. This is a faculty 11-month position. The District conducted an internal recruitment to fill the vacant position. Mr. Chester, currently employed as a 10-month full-time English Professor, applied and was selected for the position. Dr. Stephen Johnson, Vice President of Student Services and Dr. Linda Lacy, President/Superintendent, have recommended approval of Mr. Robert Chester's reassignment from English Professor, 10-month, to Coordinator, Student Judicial Affairs, 11-month employment.

FINANCIAL IMPLICATIONS

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

CERRITOS COLLEGE

TO: Board of Trustees
FROM: Dr. Linda L. Lacy, President/Superintendent *DEF*
DATE: March 21, 2012
SUBJECT: **Consideration of Approval of Revised Guidelines Regarding the Use of Vintage Funds**

RECOMMENDATION

It is recommended that the Board of Trustees approve updated guidelines regarding the use of Vintage Funds.

OVERVIEW

On May 17, 2006, the Board of Trustees approved guidelines regarding the use of Avalon (now Vintage) Funds at Cerritos College. Updated guidelines with proposed modifications, including a \$400,000 annual funding allocation, are attached for discussion and consideration of the Board. The spreadsheet illustrates the projected financial impact over a ten-year period.

ANALYSIS

The revised guidelines continue to require that Vintage Funds be utilized exclusively for non-personnel matters related to student success.

FINANCIAL IMPLICATIONS

The Vintage housing generates approximately \$550,000 annually in revenue. An amount not to exceed \$400,000 will be allocated annually as described in the attached guidelines to fund identified items or projects.

Attachment

CERRITOS COLLEGE

STUDENT SUCCESS FUNDS FROM VINTAGE CERRITOS *(Formerly known as Avalon at Cerritos)*

ELEMENTS OF STUDENT SUCCESS (What is to be supported through the use of these funds)

- Learning skills
- Social skills/people skills
- Cultural development
- Workplace skills
- Technical skills
- Language skills
- Critical thinking skills
- Communication skills
- Civility skills

WHAT FUNDS CAN BE USED FOR

- These funds can be used ~~only~~ for non-personnel capital expenditures items identified in the Unit Plans, Student Success Plan, Educational Master Plan or Facilities Master Plan.
- Examples:
 - Library books
 - Computer hardware and software
 - New or modifications to instructional or institutional support space
 - Instructional and institutional support technology
 - Equipment
 - Teaching improvement workshops or activities

Funds are not to be used for personnel costs.

CRITERIA FOR DECISIONS

- Unit Plans, Student Success Plan, Educational or Facilities Master Plan; and
- Number of students impacted; and
- Ongoing value to institution

ANNUAL FUNDED ALLOCATION

~~NOTE: These student success allocations shall be made by the Cerritos College Board of Trustees on a case-by-case basis within the broad criteria established above.~~

NOTE: Student Success items identified for funding shall be recommended by Executive Council to the Board of Trustees for approval. An amount not to exceed \$400,000 will be allocated annually to fund the identified items or projects.

Revised and endorsed by the Board of Trustees—May 17, 2006
Update when approved.

000156

Vintage at Cerritos - Fiscal Analysis and Projections

Income	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12 Projection	2012-13 Projection
Beginning Balance	\$ 1,541,651.97	\$ 1,567,846.29	\$ 2,057,168.99	\$ 2,411,690.36	\$ 2,897,956.03	\$ 3,402,136.09	\$ 3,559,352.9
Vintage Base	\$ 330,672.00	\$ 384,401.00	\$ 380,268.00	\$ 380,268.00	\$ 380,268.00	\$ 380,268.00	\$ 380,268.0
Vintage Participation inc in 07-08	\$ 296,581.30	\$ 131,317.27	\$ 135,690.00	\$ 141,980.00	\$ 130,000.00	\$ 130,000.00	\$ 130,000.0
Interest	\$ 77,362.01	\$ 84,664.40	\$ 55,414.33	\$ 36,536.67	\$ 40,535.36	\$ 46,948.85	\$ 48,835.4
Grants			\$ 53,211.60	\$ 63,327.59	\$ 28,119.36		
Totals	\$ 1,949,685.98	\$ 2,333,492.99	\$ 2,677,380.19	\$ 3,027,512.62	\$ 3,488,858.75	\$ 3,959,352.94	\$ 4,118,456.3
Interest Rate	4.13%	3.76%	2.11%	1.22%	1.18%	1.20%	1.20%
Expenses							
James Irvine Foundation			\$ 53,211.60	\$ 63,327.59	\$ 28,119.36		
E-Classrooms	\$ 185,884.00						
Title V-Avalon@Cerritos		\$ 190,109.00	\$ 139,132.92				
Avalon/Vintage							
Sakai-rSmart	\$ 73,242.40	\$ 35,750.00	\$ 24,742.31	\$ 16,250.00	\$ 10,000.00	\$ 15,000.00	\$ 15,000.0
Library Automation	\$ 122,713.29	\$ 50,465.00	\$ 48,603.00	\$ 49,979.00	\$ 48,603.30	\$ 50,000.00	\$ 50,000.0
Student Success Center Support						\$ 34,000.00	\$ 33,000.0
Student Success Center Remodel							\$ 500,000.0
Proposed Annual Funded Allocation						\$ 301,000.00	\$ 302,000.0
Totals	\$ 381,839.69	\$ 276,324.00	\$ 265,689.83	\$ 129,556.59	\$ 86,722.66	\$ 400,000.00	\$ 900,000.0
Ending Balance	\$ 1,567,846.29	\$ 2,057,168.99	\$ 2,411,690.36	\$ 2,897,956.03	\$ 3,402,136.09	\$ 3,559,352.94	\$ 3,218,456.3

000157

Vintage at Cerritos - Fiscal Analysis and Projections

2013-14 Projection	2014-15 Projection	2015-16 Projection	2016-17 Projection	2017-18 Projection	2018-19 Projection	2019-20 Projection	2020-2021 Projection	TOTAL
\$ 3,218,456.39	\$ 3,373,469.08	\$ 3,530,341.93	\$ 3,689,097.25	\$ 3,849,757.63	\$ 4,012,345.94	\$ 4,176,885.30	\$ 4,343,399.14	
\$ 380,268.00	\$ 380,268.00	\$ 380,268.00	\$ 380,268.00	\$ 380,268.00	\$ 380,268.00	\$ 380,268.00	\$ 380,268.00	\$ 5,658,557.00
\$ 130,000.00	\$ 130,000.00	\$ 130,000.00	\$ 130,000.00	\$ 130,000.00	\$ 130,000.00	\$ 130,000.00	\$ 130,000.00	\$ 2,005,568.57
\$ 44,744.69	\$ 46,604.84	\$ 48,487.32	\$ 50,392.38	\$ 52,320.31	\$ 54,271.37	\$ 56,245.84	\$ 58,244.01	\$ 801,607.83
								\$ 144,658.55
\$ 3,773,469.08	\$ 3,930,341.93	\$ 4,089,097.25	\$ 4,249,757.63	\$ 4,412,345.94	\$ 4,576,885.30	\$ 4,743,399.14	\$ 4,911,911.15	\$ 8,610,391.95
1.20%	1.20%	1.20%	1.20%	1.20%	1.20%	1.20%	1.20%	
								\$ 144,658.55
								\$ 185,884.00
								\$ 329,241.92
								\$ -
\$ 15,000.00	\$ 15,000.00	\$ 15,000.00						\$ 234,984.71
\$ 50,000.00	\$ 50,000.00	\$ 50,000.00						\$ 570,363.59
\$ 33,000.00								\$ 100,000.00
								\$ 500,000.00
\$ 302,000.00	\$ 335,000.00	\$ 335,000.00	\$ 400,000.00	\$ 400,000.00	\$ 400,000.00	\$ 400,000.00	\$ 400,000.00	\$ 3,575,000.00
\$ 400,000.00	\$ 400,000.00	\$ 400,000.00	\$ 400,000.00	\$ 400,000.00	\$ 400,000.00	\$ 400,000.00	\$ 400,000.00	\$ 5,640,132.77
\$ 3,373,469.08	\$ 3,530,341.93	\$ 3,689,097.25	\$ 3,849,757.63	\$ 4,012,345.94	\$ 4,176,885.30	\$ 4,343,399.14	\$ 4,511,911.15	

000158

CERRITOS COMMUNITY COLLEGE DISTRICT
MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
APRIL 4, 2012

- I. CALL TO ORDER The meeting was called to order at 6:00 p.m. by Mr. Bob Arthur, Board President. Those present were Mr. Bob Arthur, Dr. Tina Cho, Dr. Ted Edmiston, Dr. Bob Hughlett, Mr. Tom Jackson, Dr. Shin Liu, Ms. Jean McHatton and Ms. Areal Hughes, Student Trustee. Others present were the Interim Vice President of Academic Affairs, Vice President of Business Services, Vice President of Student Services, Interim Vice President of Human Resources, Faculty Senate President and the CSEA President.
- II. PLEDGE OF ALLEGIANCE The flag salute was led by Ms. Hughes.
- III. APPROVAL OF MINUTES A. It was moved by Mr. Jackson and seconded by Dr. Hughlett to approve the minutes of the regular meeting of March 21, 2012. The vote for approval was unanimous (student advisory vote: aye).
- IV. PUBLIC PRESENTATIONS There were no public presentations.
- V. CONSENT AGENDA It was moved by Dr. Hughlett and seconded by Dr. Edmiston to approve the consent agenda and addendum. Dr. Hughlett requested that Items D. and F. 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 Dr. Edmiston and seconded by Dr. Hughlett to approve Use of Funds from the Vintage Account, as attached. Dr. Hughlett asked if the recently revised guidelines regarding the use of Vintage funds were utilized and Mr. El Fattal confirmed that they were. The vote for approval was unanimous.
- F. It was moved by Dr. Edmiston and seconded by Dr. Hughlett to approve Bid #1112-02, Liberal Arts/DSPS Building. Steve Worley of Tilden-Coil Constructors, Inc. stated they utilized the prequalification process for this bid and added that it was divided into multiple packages. He stated that there is minimal to no overlap and added that Tilden-Coil will manage the entire project. The vote for approval was unanimous.
- A. New Course Offerings, as attached.
- B. Perkins/VTEA Grant Honorarium, as attached.
- C. Agreement with El Camino Community College District to be a Sub-Grantee, as attached.
- D. This item was considered separately.
- E. This item was pulled from the agenda.
- F. This item was considered separately.
- G. Budget Extensions and Budget Transfers, as attached.

H. Contracts:

Construction
AMENDMENT

1. USS Cal Builders, Inc.
Gymnasium Seismic Retrofit
Physical Plant

On June 9, 2010 the Board of Trustees awarded a contract to USS Cal Builders for the Gymnasium Seismic Retrofit. USS Cal Builders 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 subcontractors who will replace them.

<u>Subcontractor</u>	<u>Type of Work</u>
Amax Glass & Glazing, Inc.	Glass and Glazing

The substitution of the subcontractor will not affect the completion date of the project. There is no additional cost to the contract for the substitution of the subcontractor.

Services
NEW

2. Vavrinek, Trine, Day & Co., LLP
Auditing of Financial Statements
Fiscal Services

To audit the financial statements of the business-type activities, which collectively comprise the basic financial statements of the District for the 2011-2012 fiscal year. For period July 1, 2011 through June 30, 2012. Total cost to the District will be in the amount not to exceed \$68,300.

- I. Employment of Temporary and/or Substitute Hourly Faculty Personnel, as needed for the 2011-2012 Academic Year, as attached.
- J. Employment of Classified, Short-Term, Substitute, and/or Student Hourly Personnel, as attached.
- K. Employment of Full-Time, First-Year Contract (Probationary), Hourly, and/or Substitute Faculty Employee(s):

Davidson, Rebekah, Instructor (Dance), @ D-3 (\$58,239.00/annual), 10-School Month Contract, effective August 20, 2012

Gregorio, Aline, Instructor (Geography), @ B-3 (\$53,072.00/annual), 10-School Month Contract, effective January 14, 2013

Added by addendum:

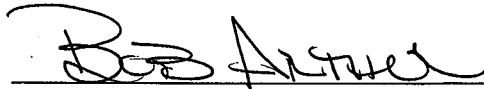
Rojas, Santos, Instructor (Microbiology), @ F-3 (\$63,408.00/annual), 10-School Month Contract, effective August 20, 2012

Rosenblatt, Stephanie, Librarian, @ C-3 (\$55,656.00/annual), 10-School Month Contract, effective August 20, 2012

- VI. ADMINISTRATIVE MATTERS
- A. As information, the Board book contained College Coordinating Committee Minutes for March 12, 2012.
- B. Mr. Jackson opened discussion regarding the first reading of Revision to Board Policy 5500 – Standards of Conduct. Dr. Hughlett asked for clarification regarding the term “bullying”. Dr. Johnson stated that the language was clarified to address bullying in writing and in an online environment. There were no further questions.
- VII. REPORTS
- A. Board of Trustees
 Ms. McHatton and Dr. Cho attended the Project HOPE advisory meeting where funding issues were discussed.
- Dr. Hughlett stated that the K-12 Partners in Education breakfast was enjoyable as always. He attended a program review meeting for the South Coast Conference and added that they were quite impressed with the college and its athletics program. He asked for clarification regarding concerns from faculty that were expressed at the Campus Budget Forum on March 29. Mr. El Fattal responded that they referred to the Fund 41.0 of reserves and other funds that are categorized in that fund. He stated that college currently has \$9 million in the general fund and borrowed \$35 million from the reserves today due to cash deferrals. He stated that the deferrals make borrowing necessary and he is thankful for the reserves to cover cash flow problems. He also stated that \$500,000 has been set aside for GASB.
- Ms. Hughes stated that ASCC elections will be held next week. She also stated that ASCC has plans to purchase a new marquee on Alondra Blvd. and will be initiating a recycling program soon.
- B. Faculty and Staff Leadership
 Ms. Moore stated that the Academic Excellence Awards was a great event and added that Dr. David Betancourt and the committee did a great job this year. She indicated that Bob Chester will be Faculty Senate President next school year and Scott O’Neil and Michelle Lewellen will be Vice President and Secretary, respectively.
- Ms. Laughon stated that she was unable to attend the Campus Budget Forum but received many comments from classified staff.
- C. President/Superintendent and Vice Presidents
 Mr. El Fattal stated that LACOE has wired \$62.5 million to the college for the final issuance of GO bond funds.
- Dr. Brock that that the college will offer a reduced amount of classes in the first half of the summer semester and more courses in the second half.
- VIII. CLOSED SESSION The Board did not adjourn to closed session.
- IX. RECONVENE
- X. ADJOURNMENT The Board adjourned at 6:23 p.m.

XI. NEXT REGULAR MEETING

The next regular meeting (study session) of the Board of Trustees is scheduled for Wednesday, April 18, 2012 at 6:00 p.m.



Bob Arthur, Board President



Dr. Bob Hughlett, Board Secretary

LIBERAL ARTS

CHIN 102

Elementary Chinese

5.0 Units

Class hours: 5.0 Lecture/1.0 Lab

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

Corequisite: None

Recommendation: None

This course is a continuation of the study of the basic principles of Chinese with an emphasis on oral and written communication. It helps continue to developed the appreciation of cultural diversity through the study of the differences and similarities between cultures.

CERRITOS COLLEGE

TO: Board of Trustees
FROM: Dr. Linda L. Lacy, President/Superintendent *LL*
REVIEWED BY: Dr. Marilyn Brock, Interim Vice President of Academic Affairs *MB*
PREPARED BY: Carl Bengston, Dean of Library, Special Projects and Services *CB*
DATE: April 4, 2012
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 2011-2012 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.

Luc Nicknair

Cinematography

\$250 per 4 hr workshop

\$500 per 6 hr workshop

FINANCIAL IMPLICATIONS

LL 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 Lacy, President/Superintendent *ML*
REVIEWED BY: Steve Richardson, Executive Director of Foundation and Community Advancement *SR*
PREPARED BY: Bellegran Gomez, Director of Community Advancement *BG*
DATE: April 4, 2012
SUBJECT: Consideration of Approval for an Agreement with El Camino Community College District to be a Sub-grantee

RECOMMENDATION

It is recommended that the Board of Trustees approve the U.S. Department of Labor H-1B Grant for \$125,000. Effective dates will be April 5, 2012 through June 30, 2013. The college will be a sub-grantee to the El Camino Community College District.

OVERVIEW

El Camino Community College District (ECCCD) has obtained a contract from California Manufacturers & Technology Association (CMTA) to promote Technical Skills Training through a U.S. Department of Labor H-1B Grant. Cerritos College has been asked to participate in this project and is being provided funding for \$125,000. This project is expected to continue for two more years and a new sub-contract will be provided by El Camino Community College District for each year.

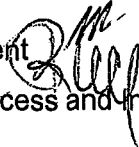
ANALYSIS

This grant enables the college to offer a solution to high-growth industry skill shortages by providing Advanced Technical Skills Training. The college will offer certifications and/or industry credentials in Advanced Manufacturing to re-employ displaced workers and provide them with skills necessary to demonstrate proficiency in the rapidly changing, globally competitive manufacturing field.

FINANCIAL IMPLICATIONS

Cerritos College is receiving \$125,000 from this grant until June 30, 2013. The grant is expected to continue for two more years for a total of \$400,000 (\$125,000-\$150,000 per year after June 30, 2013). A new sub-contract will have to be signed each year. The grant will not require the expenditure of any District funds.

TO: Board of Trustees

FROM: Dr. Linda Lacy, President/Superintendent 

PREPARED BY: Dr. Bryan Reece, Dean, Academic Success and Institutional Effectiveness

DATE: April 4, 2012

SUBJECT: Consideration of Approval of Use of Funds from the Vintage Account

RECOMMENDATION

It is recommended that the Board of Trustees approve the use of funds from the Vintage account for partial funding of the Scantron ParScore software program in the amount of \$6,000. Total cost of the software program is \$12,000. Perkins funding is being used to offset the difference.

OVERVIEW

The Scantron ParScore software will be accessed through the internet by any faculty who are using multiple-choice exams to assess course-level SLOs. The software program enables faculty to embed SLO related questions into existing exams, determine the standard deviation of the questions, and receive reports listed by individual students and by individual questions.

This technology will improve the faculties' ability to create meaningful authentic assessment for their courses without putting significant additional demands upon their time. In this way, the faculty better determine how well their students are learning and how they can best improve that learning. This will also help the College prepare for the Spring 2013 ACCJC requirement to be at the "proficiency" level with regard to SLOs.

ANALYSIS

The Scanton Stone software was chosen through a comprehensive RFI process, conducted by a range of stakeholders involved with Student Learning Outcomes. By implementing Scantron ParScore, the college will make it possible to assess more deeply and more broadly the effectiveness of teaching and learning across the campus. By assessing student learning, faculty can make the necessary improvements that inevitably lead to improved student retention and success, both important indicators of Student Achievement in the ARCC data.

The Scantron Parscore program has been used successfully in California by the following universities and community colleges:

- Orange Coast Community College
- Irvine Valley Community College
- Fresno City Community College
- California State University, Fullerton
- California State University, Pomona
- Western University of Health Sciences
- Santa Clara Community College
- Santa Ana Community College
- El Camino Community College
- California State University, San Diego
- Riverside Community College

FINANCIAL IMPLICATIONS

This is a one-time cost to the district and will not require an annual license fee.

BUDGET TRANSFERS FOR APRIL 4, 2012

01.0 FUND-CONTINGENCY TRANSFERS

FROM

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	
CAPITAL OUTLAY	\$	
INTERFUND TRANSFERS	\$	
CONTINGENCY	\$	(40,019)
TOTAL	\$	(40,019)

TO

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	40,019
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	
CAPITAL OUTLAY	\$	
PAYMENTS TO OR FOR STUDENTS	\$	
CONTINGENCY	\$	
TOTAL	\$	40,019

Transfers: Between object codes

Self Balancing: No effect on the ending balance

Number of Transfer Requests: One (1)

Divisions/Departments/Programs:
Student Support Services

BUDGET TRANSFERS FOR APRIL 4, 2012

01.0 FUND-GENERAL UNRESTRICTED

FROM

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	(27,304)
CAPITAL OUTLAY	\$	
INTERFUND TRANSFERS	\$	
CONTINGENCY	\$	
TOTAL	\$	(27,304)

TO

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	7,351
OTHER CONTRACT EXPENSES AND SERVICES	\$	
CAPITAL OUTLAY	\$	19,953
PAYMENTS TO OR FOR STUDENTS	\$	
TOTAL	\$	27,304

Transfers: Between object codes

Self Balancing: No effect on the ending balance

Number of Transfer Requests: Three (3)

Divisions/Departments/Programs:

SEM, Technology

BUDGET TRANSFERS FOR APRIL 4, 2012

01.3 FUND-GENERAL RESTRICTED

FROM

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	(24,101)
SUPPLIES AND MATERIALS	\$	(57,948)
OTHER CONTRACT EXPENSES AND SERVICES	\$	
CAPITAL OUTLAY	\$	
INTERFUND TRANSFERS	\$	
CONTINGENCY	\$	
TOTAL	\$	(82,049)

TO

ACADEMIC SALARIES	\$	42,666
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	1,200
CAPITAL OUTLAY	\$	
PAYMENTS TO OR FOR STUDENTS	\$	38,183
TOTAL	\$	82,049

Transfers: Between object codes

Self Balancing: No effect on the ending balance

Number of Transfer Requests: Two (2)

Divisions/Departments/Programs:

EOPS, Cooperative Agency Resources Education (CARE)

APPROPRIATION TRANSFER ANALYSIS FOR APRIL 4, 2012

Revenue Budget

00000.0-00000-71200-8622-0000000 (01.3 Fund)	\$	8,849
State - EOPS (Extended Opportunity Program Services)		
To reflect 2011-12 EOPS special textbook augmentation.		
00000.0-00000-72800-8629-0000000 (01.3 Fund)	\$	<u>883</u>
State - CARE (Cooperative Agency Resources Education)		
To reflect 2011-12 CARE reallocated fund awards.		
Total Revenue Budget	\$	<u><u>9,732</u></u>

FACULTY HOURLY - FINE ARTS & COMMUNICATIONS

Reemployed

Name		Discipline	Salary Placement	Rate
Williams	Bradford	Theatre	B5	60.33

New Hires

Name		Discipline	Salary Placement	Rate
Wahlquist	Lana	Theatre Arts	A1	48.83

FACULTY HOURLY - LIBERAL ARTS

New Hires

Name		Discipline	Salary Placement	Rate
Keramati Sheikholesla	Marjan	Reading	A1	48.83

COUNSELOR HOURLY - STUDENT SERVICES

Reemployed

Name		Assignment	Salary Placement	Rate
Bello	Francesca	Financial Aid	C1	40.23
Quiroz	Jamie	Financial Aid	C1	40.23
Tovar	Yajayra	Financial Aid	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, 2012 OR 175 TOTAL WORKDAYS, WHICHEVER OCCURS FIRST

Mireles, Valerie*	Aide-Special (Special Ed.)	\$8.00/hr	2/27/12
Delgado, Andrew*	Clerk	\$8.64/hr	2/25/12
Alicea, Benjamin*	Outreach Worker	\$9.07/hr (1)	3/25/12
Basuni, Ben*	"	\$9.56/hr (2)	"
Caguioa, Abner*	"	\$9.07/hr (1)	"
Forsythe, Brittany*	"	\$9.56/hr (2)	"
Fragoso, Daniel*	"	\$9.07/hr (1)	"
Meiloaica, Monica*	"	\$9.56/hr (2)	"
Soneriu, Christine*	"	\$9.07/hr (1)	"
Armstrong, Nicholas	Instructional Aide 1	\$9.56/hr (1)	1/03/12
Garcia, Nicholas*	"	"	3/15/12
Torres, Denise*	"	"	2/25/12
Howard III, Mark	Gardener/Groundskeeper	\$9.99/hr	2/21/12
Ryan, Tim	"	"	3/08/12
Williams, Kelvin	Custodian	\$9.76/hr	2/27/12
Gonzalez, Desiree	Secretary	\$11.34/hr	2/27/12
Hinton, Hannah	Instructional Aide II	\$12.81/hr	1/25/12
Ryan, Tim	Maintenance Mechanic	\$12.50/hr	3/08/12
Zamora, Raul	Instructional Aide II	\$12.81/hr	1/25/12
Raysky, Yelena*	Coordinator of School Relations	\$15.81/hr	3/19/12
Delgado, Jasmine	Cont. Ed. Specialist (Arts & Crafts)	\$22.45/hr	2/01/12
Yune, Joseph**	Community Education Specialist	\$29.15/hr	5/22/12

* Categorically Funded

** Specially Funded

Presented to the Board of Trustees 4/04/12

CERRITOS COMMUNITY COLLEGE DISTRICT
MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
APRIL 18, 2012

- I. CALL TO ORDER The meeting was called to order at 6:02 p.m. by Mr. Bob Arthur, Board President. Those present were Mr. Bob Arthur, Dr. Tina Cho, Dr. Ted Edmiston, Dr. Bob Hughlett, Mr. Tom Jackson, Dr. Shin Liu, Ms. Jean McHatton and Ms. Areal Hughes, Student Trustee. Others present were the President/Superintendent, Interim Vice President of Academic Affairs, Vice President of Business Services, Vice President of Student Services, Interim Vice President of Human Resources and the Faculty Senate President.
- II. PLEDGE OF ALLEGIANCE The flag salute was led by Ms. Hughes.
- III. PUBLIC PRESENTATIONS There were no public presentations.
- IV. CONSENT AGENDA It was moved by Dr. Hughlett and seconded by Ms. McHatton 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. Employment of Full-Time, First-Year Contract Probationary Faculty Employee(s):
- Pereira, Paula, Librarian, @ B-3 (\$53,072/annual), 10-School Month Contract, effective August 20, 2012*
- Added by addendum:
- Valcarcel, Anna, Instructor (Biology/Environmental Science), @ B-3 (\$53,072.00/annual), 10-School Month Contract, effective August 20, 2012*
- B. Unpaid Leave of Absence, as attached.
- V. STUDY SESSION
- A. Dr. Bill Honigman gave a presentation regarding a single payer healthcare system. He shared a graph of change in employer costs for health insurance per worker and several statistics published from the Physicians for a National Health Program. He stated that Americans are suffering because of the current insurance system, regardless of whether or not they have insurance. He stated that there is growing support for national healthcare insurance, and a campaign for a single payer healthcare system is currently focusing on public awareness.
- B. Kay Nguyen, Director of Research & Planning made a presentation on the 2012 Accountability Reporting for the Community Colleges (ARCC) results. She provided a brief history of ARCC and discussed ARCC objectives. She shared the 2012 ARCC system-wide indicators and college-level indicators. She stated that the college has four out of seven indicators above the peer average and that the college has improved in five out of seven indicators. Dr. Bryan Reece, Dean of Academic Success and Institutional Effectiveness, discussed student success at Cerritos College. He stated that the ESL indicators are low for a structural reason and that the college should show progress in approximately two years.

He stated that there has been a 3-year improvement trend in five areas of the ARCC report. He discussed "The Cerritos Model" to make annual improvements in seven circles. Dr. Lacy stated that there has been much faculty buy-in, as evidenced by the high participation rates at meetings and workshops.

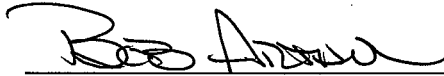
- C. Dr. Reece, Accreditation Liaison Officer and Dr. Frank Mixson, Faculty co-chairperson, provided an update on the accreditation process at Cerritos College. They shared the Accreditation 2014 Project Plan and summarized the meetings and collaboration that is taking place. Dr. Mixson stated that the college is in the midst of a paradigm shift and the self study will uncover some areas where the college can improve. The Board thanked Dr. Reece and Dr. Mixson for the update.
- D. David El Fattal, Vice President of Business Services, provided a Measure "CC" GO Bond Update. He stated that there are no more bonds to issue from the current measure, meaning that we have all the remaining cash on hand or are spending it. He indicated that there is a fund deficit of approximately \$23 million for all of the planned projects. There was much discussion regarding past projects, litigation claims and the efforts that Tilden-Coil Constructors, Inc. has made to analyze past financial information. Steve Worley of Tilden-Coil stated that upcoming projects are being planned carefully and that a great deal of collaboration is taking place between architects and division deans to ensure that an accurate project cost is developed. There was discussion regarding the possibility of an additional bond measure and the Board requested that a presentation of recommended activities relative to Bond feasibility and planning be added to the May 2 Board meeting agenda.
- E. David El Fattal gave a presentation on the budget. He discussed recent financial history, apportionment, a summary of the general fund as well as all other funds, and noted that the college has had historically strong finances and wisely built reserves several years ago. He provided multiyear projections and provided an overview of potential savings options. There was discussion regarding the many cost reduction strategies that have been implemented at the college.
- F. Dr. Lacy indicated that a Strategic Planning Retreat will be held on Friday, May 18 to review the Strategic Directions and College Goals as published in the Educational Master plan. She shared and discussed a draft agenda and indicated that one goal of the retreat is to have an assessment of the college's progress.

VI. ADJOURNMENT

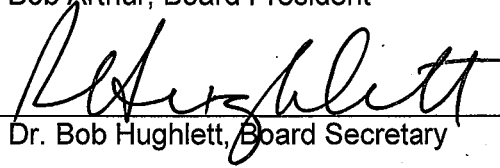
The Board adjourned at 8:20 p.m.

VII. NEXT REGULAR MEETING

The next regular meeting of the Board of Trustees is scheduled for Wednesday, May 2, 2012 at 6:00 p.m.



Bob Arthur, Board President



Dr. Bob Hughlett, Board Secretary

Ram Kakkar

Mr. Kakkar, resident in the city of Cerritos expressed his concerns regarding cash in lieu expenses by the district. He stated that while the stipend is small and is legally allowable, the stipend is not disclosed when the community votes for trustees. He stated that since the college is facing \$4 million in imminent cuts, every avenue of expenses must be reviewed. He concluded by asking that the cash in lieu payment system be reviewed by the district.

Edgar Ramos, Angela Ewen, Joshua Villalta and Nicolas Navarro

A group of Cerritos College students addressed the Board in support of the tutoring room in the Veteran's Resource Center. They each shared personal success stories where the tutoring center played an essential role not only in their educational success but in their personal lives. Student veterans are able to study with other veterans in the tutoring room yet also share their personal experiences to help them in life. They requested that the tutoring room continue to remain in room TE 7 for student veterans.

VI. CONSENT AGENDA

It was moved by Dr. Hughlett and seconded by Ms. McHatton 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. Revision to Board Meeting Schedule, as attached.
- B. Affirming Rights and Compensation for Student Member of Board of Trustees, as attached.
- C. Stipends for Faculty Participating in the iFALCON Title V Faculty Inquiry Groups for the 2011-12 Academic Year, as attached.
- D. Stipends for Faculty Training/Orientation for Spring 2012, as attached.
- E. Bid #1112-07, Gymnasium Seismic Retrofit – AV/IT, as attached.
- F. Change Order #10 (Bid #0910-08), USS Cal Builders, Inc., Gymnasium Seismic Retrofit, as attached.
- G. Change Order #1 (Bid #1011-06), Western Audio Visual, Automotive Technology Complex – AV/IT, as attached.
- H. Notice of Completion for Bid #1011-07, Facilities and Purchasing Complex – AV/IT, as attached.
- I. Sale of Surplus and Obsolete Materials/Equipment, as attached.
- J. Purchase Orders for the Period of January 1, 2012 through March 31, 2012
- K. New/Amended Contracts Under \$25,000 for the Quarter Ending March 31, 2012:

<i>New Contracts</i>	<i>C11-1072 to C11-1113</i>	<i>\$96,783.50</i>
<i>Amended Contracts</i>		<i>\$25,100.00</i>

- L. General Fund, Special Reserve Funds, Restricted Funds, Financial Aid Fund, and Payroll Clearance Fund Warrants for the Quarter Ending March 31, 2012

Payroll "A" Warrants	6,989	\$17,631,361.36
Other "B" Warrants	3,658	\$10,041,507.27

- M. Budget Extensions and Budget Transfers, as attached.

- N. Contracts:

Construction

AMENDMENT

1. Bayley Construction

Site Improvements – Softball Field Renovations

Tilden-Coil Constructors, Inc.

To provide a training program under the provisions of the RTF Grant. SMCDA agrees to: provide an industry assessment to determine if the courses meet their needs, develop three (3) curriculums in the area of dealership management, fleet management and dealership service writer, provide classroom guidebooks and worksheets for the courses, conduct beta classes for all 3 courses, conduct one class for students in each of the subject matters, provide final industry assessment regarding the classes, provide Cerritos College with final course material for all three courses. For period March 8, 2011 through June 30, 2012. Total cost is \$73,000.00 with funding to come from the EWD RTF Grant.

Consultant

NEW

2. Southland Motor Car Dealers Association

ATTE Training Program

Foundation and Community Advancement

To provide a Campus Architectural Graphics and Wayfinding program. tBP will incorporate the Campus Signage program into the Campus Standards Handbook. For period May 31, 2012 through May 31, 2013. Total cost is \$33,465.00 with funding to come from the GO Bond.

- O. Ratification of Resignation(s) Accepted by the President/Superintendent, as follows:

Gaffaney, Todd, Assistant Professor (Psychology Department), effective May 18, 2012

Mac-Lean, Michelle, Assistant Dispensary Clerk, effective March 12, 2012

Nelson, David W., Professor (Music Department), effective May 18, 2012

Aragon, Richard C., Professor (Automotive Mechanical Repair Department), effective May 18, 2012

Added by addendum:

Jones, Michael, Associate Professor (Woodworking Department), effective May 18, 2012

- P. Employment of Temporary and/or Substitute Hourly Faculty Personnel, as needed for the 2011-2012 Academic Year, as attached.
- Q. Employment of Classified, Short-Term, Substitute, and/or Student Hourly Personnel, as attached.
- R. Employment of Full-Time, First-Year Contract (Probationary), Hourly, and/or Substitute Faculty Employee(s):

Boutin, Lisa, Instructor (Art History), @ F-3 (\$63,408.00/annual), 10-School Month Contract, effective August 20, 2012

Added by addendum:

Griffin, April, Instructor (Director of Forensics/Speech), @ B-3 (\$53,072.00/annual), 10-School Month Contract, effective August 20, 2012

Maz, Andrew, Instructor (Commercial Music), @ F-3 (\$63,408.00/annual), 10-School Month Contract, effective August 20, 2012

Cheatham, Teresa, Instructor (English), @ B-3 (\$53,072.00/annual), 10-School Month Contract, effective August 20, 2012

VII. ADMINISTRATIVE MATTERS

- A. As information, the Board book contained College Coordinating Committee Minutes for March 26, 2012 and April 9, 2012.
- B. Mr. Arthur opened discussion regarding the second reading of Revision to Board Policy 5500 – Standards of Conduct. Dr. Hughlett asked for more information regarding discrimination against genetic information. Dr. Johnson replied that it refers to the fact that the college cannot discriminate against anyone with a genetic illness. It was moved by Dr. Hughlett and seconded by Dr. Edmiston to adopt revised Board Policy 5500 – Standards of Conduct, as attached. The vote for approval was unanimous.
- C. It was moved by Dr. Hughlett and seconded by Ms. Hughes to approve that as a Result of Financial Uncertainties, Negotiations, Legislation, and Other Factors, the Governing Board Hereby Declares that all Management; Contract Management; Confidential; Child Development Center Teachers; Short-Term, Substitute, and Student Hourly; Community Education Hourly; and/or other Unrepresented Employees' Salaries are Declared Indefinite Effective July 1, 2012 for the 2012-2013 Fiscal Year. The vote for approval was unanimous.
- D. It was moved by Mr. Jackson and seconded by Ms. McHatton to approve Board Resolution #12-06 to Recognize the Week of May 20 through May 26, 2012, as Classified School Employee Week in California, as Designated by the California School Employees Association and the California State Legislature, as attached. The vote for approval was unanimous.

VIII. REPORTS

- A. Board of Trustees
Members of the Board agreed that the Cerritos College Hall of Fame Induction Ceremony was a great success. Ms. McHatton stated that the Military Ball was enjoyable and well planned. She

concluded by stating that the student art exhibit showcased the work of very talented students on campus and acknowledged the art instructors for their efforts.

Dr. Liu stated that the Outstanding Faculty Awards was a very moving event.

Mr. Jackson indicated that he enjoyed the Scott Henderson Memorial Scholarship concert.

Dr. Hughlett shared an excerpt from the Nursing Pinning ceremony program that was written by a student and added that it was a great event.

Ms. Hughes stated that the Military Ball was a gorgeous event. She also shared that joint recommendations were approved in ASCC Senate to either change Frantone's prices or suspend its contract and to ask for more healthy food options on campus.

B. Faculty and Staff Leadership

Ms. Moore thanked the Board for its support of the Distinguished Faculty Awards ceremony.

Ms. Laughon acknowledged the classified and confidential staff members who coordinated the planning and details of the Hall of Fame Induction Ceremony. She also thanked Mr. Collins for sending out a notice inviting employees to attend a town hall meeting regarding the compensation and classification study. She concluded by asking that everyone keep Maricela Pedroza in their thoughts and prayers.

C. President/Superintendent and Vice Presidents

Dr. Johnson thanked the committee that coordinated the Military Ball. He indicated that staff is busy visiting high schools and performing assessment testing on site in an effort to manage the crowds at the Assessment Center. He thanked Shirley Arceo and Mark Wallace for coordinating Senior Preview day and added that the Pop Rock concert band by Dr. David Betancourt was phenomenal.

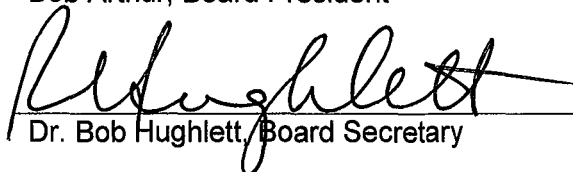
Mr. Collins acknowledged staff members in the Human Resources office for their efforts in hiring many new staff and faculty this year.

Dr. Lacy congratulated Dr. Edmiston, who is being honored at CCLC Trustees Conference for 20 years of service as a trustee. She invited the Board to the Employee Appreciation Barbeque on May 10 and shared that the Falcon Leadership Academy graduation ceremony will be held on Friday, May 4, where 32 employees will graduate. She indicated that Student Success Taskforce bills have moved through the Educational Senate Committee, with the exception of SB 1560, which would have negatively impacted community colleges.

- IX. CLOSED SESSION The Board adjourned to closed session at 7:36 p.m.
- X. RECONVENE The Board reconvened at 8:35 p.m.
- XI. ADJOURNMENT The Board adjourned at 8:35 p.m.
- XII. NEXT REGULAR MEETING The next regular meeting of the Board of Trustees is scheduled for Wednesday, May 16, 2012 at 6:00 p.m.




Bob Arthur, Board President



Dr. Bob Hughlett, Board Secretary

CERRITOS COLLEGE

TO: Board of Trustees
FROM: Dr. Linda L. Lacy, President/Superintendent 
DATE: May 2, 2012
SUBJECT: **Consideration of Affirming Rights and Compensation for Student Member of Board of Trustees**

RECOMMENDATION

It is recommended that the Board of Trustees reaffirm its existing Board Policy 2105 to allow student trustees to make and second motions, cast an advisory vote, and receive compensation in accordance with Education Code Section 72023.5 and 72024, for the 2011-2012 school year.

OVERVIEW

Pursuant to Education Code Section 72023.5, certain rights of student trustees must be periodically reaffirmed by the Board of Trustees.

ANALYSIS

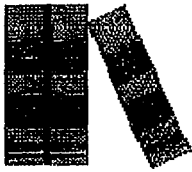
It has been the policy of the Board of Trustees to allow student trustees to make and second motions and to exercise their right to an advisory vote. It has also been the policy of the Board to grant compensation to student trustees, up to the amount prescribed in Education Code Section 72024.

Pursuant to Education Code Section 72023.5 (b), these rights must be periodically reaffirmed by the Board.

FINANCIAL IMPLICATIONS

No additional financial impact. The General Fund budget already includes the Student Trustee compensation.

Attachment



CALIFORNIA EDUCATION CODE

CHAPTER 1. GENERAL PROVISIONS

Article 3. Organization of District Boards

72023.5. (a) The governing board of each community college district shall order the inclusion within the membership of the governing board, in addition to the number of members otherwise prescribed, of one or more nonvoting students who are residents of California as determined pursuant to Part 41 (commencing with Section 68000). These students shall have the right to attend each and all meetings of the governing board, except that student members shall not have the right, or be afforded the opportunity, to attend executive sessions of the governing board.

The students selected to serve on the governing board, in addition to being residents of California as determined pursuant to Part 41 (commencing with Section 68000), shall be enrolled in a community college of the district and shall be chosen, and shall be recalled, by the students enrolled in the community colleges of the district in accordance with procedures prescribed by the governing board. A student member shall be required throughout the term of his or her appointment to be enrolled in a community college of the district for at least five semester units, or its equivalent, and shall meet and maintain the minimum standards of scholarship for community college students prescribed by the community college district. The term of the student members shall be one year commencing on June 1 of each year.

The nonvoting student members appointed pursuant to this section shall be entitled to mileage allowance to the same extent as regular members, but are not entitled to the compensation prescribed by Section 72425.

A nonvoting student member shall be seated with the members of the governing board and shall be recognized as a full member of the board at the meetings, including receiving all materials presented to the board members and participating in the questioning of witnesses and the discussion of issues.

The nonvoting student member shall not be included in determining the vote required to carry any measure before the board.

The nonvoting student member shall not be liable for any acts of the governing board.

(b) Notwithstanding subdivision (a), the student member or members selected to serve on the governing board of a community college district pursuant to subdivision (a) may do any of the following:

- (1) Make and second motions at the discretion of the governing board.
- (2) Attend closed sessions, other than closed sessions on personnel matters or collective bargaining matters, at the discretion of the governing board.
- (3) Receive compensation, at the discretion of the governing board, up to the amount prescribed by Section 72425.
- (4) Serve a term of one year commencing on May 15 of each year, at the discretion of the governing board.

(c) It is the intent of the Legislature that any decision or action, including any contract entered into pursuant thereto, upon the motion or second of a motion of a student member, shall be fully legal and enforceable against the district or any party thereto.

(d) The governing board of each community college district that affords the student member or members of the board any of the privileges enumerated in subdivision (b) shall, by May 15 of each year, adopt rules and regulations implementing this section. These rules and regulations shall be effective until May 15 of the following year.

72024. (a) (1) In any community college district that is not located in a city and county, and in which the full-time equivalent students (FTES) for the prior college year exceeded 60,000, the governing board may prescribe, as compensation for the services of each member of the board who actually attends all meetings held by the board, a sum not to exceed one thousand five hundred dollars (\$1,500) in any month.

(2) In any community college district in which the FTES for the prior college year was 60,000 or less, but more than 25,000, each member of the governing board of the district who actually attends all meetings held by the board may receive as compensation for his or her services a sum not to exceed seven hundred fifty dollars (\$750) in any month.

(3) In any community college district in which the FTES for the prior college year was 25,000 or less, but more than 10,000, each member of the governing board of the district who actually attends all meetings held may receive as compensation for his or her services a sum not to exceed four hundred dollars (\$400) in any month.

(4) In any community college district in which the FTES for the prior college year was 10,000 or less, but more than 1,000, each member of the governing board of the district who actually attends all meetings held by the board may receive as compensation for his or her services a sum not to exceed two hundred forty dollars (\$240) in any month.

(5) In any community college district in which the FTES for the prior college year was 1,000 or less, but more than 150, each member of the governing board of the district who actually attends all meetings held by the board may receive as compensation for his or her services a sum not to exceed one hundred twenty dollars (\$120) in any month.

(b) Any member of a governing board who does not attend all meetings held by the board in any month may receive, as compensation for his or her services, an amount not greater than a pro rata share of the number of meetings actually attended based upon the maximum compensation authorized by this subdivision.

(c) The compensation of members of the governing board of a community college district newly organized or reorganized shall be governed by subdivision (a). For this purpose, the total FTES in all of the community colleges of the district in the college year in which the organization or reorganization became effective shall be deemed to be the FTES in the district for the prior college year.

(d) A member may be paid for any meeting when absent if the board, by resolution duly adopted and included in its minutes, finds that, at the time of the meeting, he or she is performing services outside the meeting for the community college district, he or she was ill or on jury duty, or the absence was due to a hardship deemed acceptable by the board. The compensation shall be a charge against the funds of the district.

(e) On an annual basis, the governing board may increase the compensation of individual board members beyond the limits delineated in this section, in an amount not to exceed 5 percent based on the present monthly rate of compensation. Any increase made pursuant to this section shall be effective upon approval by the governing board. The action may be rejected by a majority of the voters in that district voting in a referendum established for that purpose, as prescribed by Chapter 2 (commencing with Section 9100) of Division 9 of the Elections Code.

CERRITOS COLLEGE

TO: Board of Trustees

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

PREPARED BY: *LS* Ms. Lynn Serwin, Professor of English/iFALCON Title V Co-Coordinator
SLC Dr. Stephen Clifford, Professor of English/iFALCON Title V Co-Coordinator

DATE: May 2, 2012

SUBJECT: **Consideration of Approval of Stipends for Faculty participating in the iFALCON Title V Faculty Inquiry Groups for the 2011-12 Academic Year**

RECOMMENDATION

It is recommended that the Board of Trustees approve payments for the named employees for their participation in the iFALCON Title V grant project for the 2011-12 academic year.

OVERVIEW

The iFALCON Title V Grant has sponsored several professional development activities in this 3rd year of its five-year grant.

ANALYSIS

During the 2011-2012 academic year, faculty participated in a Faculty Inquiry Group designed to better prepare faculty to meet the needs of Cerritos College students by integrating the iFALCON habits of mind into their courses and the college culture by creating rubrics to measure student engagement that can be used across campus and disciplines. Faculty utilized an established protocol to evaluate student work to determine criteria for engagement that will be used by any faculty in future years.

FINANCIAL IMPLICATIONS

No general funds will be used for these stipends. iFALCON Title V grant funds will be utilized for this expenditure. Upon completion of their FIG portfolios as stipulated in their FIG contracts, the following faculty members are to receive stipends as follows:

Lacy, Tor	\$1000	Feist, Astrid	\$500
Lovejoy, Niki	\$1000	Banga, Shellie	\$500
Bueno, Ni	\$1000	Toal, Shane	\$500
DiGiovanni, Sybil	\$500	Garza, Javier	\$500
LePere, Susan	\$500	O'Grady, Jennifer	\$500
Lopez, Monica	\$500	Unrath, Elizabeth	\$250
Mootz-Gonzalez, Joana	\$500	Higgins, Kolleen	\$250
Sanchez, Shannon	\$500		

CERRITOS COLLEGE

TO: Board of Trustees
FROM: Dr. Linda L. Lacy, President/Superintendent *ML*
PREPARED BY: Dr. Francie Quaas-Berryman, Developmental Education Coordinator *FB*
DATE: May 2, 2012
SUBJECT: Consideration of Approval Stipends for Faculty Training/Orientation for Spring 2012

RECOMMENDATION

It is recommended that the Board of Trustees approve stipends for faculty training/orientation for Spring 2012.

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 spring 2012 semester, faculty participated in a variety of projects designed to develop and deliver curriculum in the newly established Success Center and in professional development 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 development of Directed Learning Activities (DLAs), development and facilitation of workshops to address program and institutional SLOs.

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:

Lydia Alvarez	\$1,200	Niki Lovejoy	\$1,000
Craig Baker	\$200	Alexi Lykissas	\$2,000
Shellie Banga	\$2,000	Kathy San Nicolas	\$800
Karen Beck	\$1,000	Jennifer O'Grady	\$2,800
Crystal Bernal	\$800	Mellanie Reeve	\$800
Froylan Cabuto	\$1,800	Rebecca Rios	\$800
Damon Cagnolatti	\$2,000	Jaclyn Ronquillo	\$2,000
Andrea Cano	\$2,000	Shannon Sanchez	\$800
Christine Elam	\$800	Nancy Spradlin	\$2,000
Michelle Fagundes	\$2,000	John Tashima	\$2,000
Dahlia Flores-Salcido	\$800	Chace Tydell	\$800
Javier Garza	\$800	Christa Westaway	\$2,000
Chad Greene	\$1,000		
Scottie Henderson	\$800		
Irma Hernandez	\$800		
Veronica Herrera	\$2,000		
Ben Klein	\$2,000		

CERRITOS COLLEGE

TO: Board of Trustees
FROM: Dr. Linda L. Lacy, President/Superintendent 
REVIEWED BY: Mr. David El Fattal, Vice President of Business Services 
PREPARED BY: Inez Pineda-Ruelas, Interim Director of Purchasing
DATE: May 2, 2012
SUBJECT: **Consideration of Approval of Bid #1112-07, Gymnasium Seismic Retrofit – AV/IT**

RECOMMENDATION

It is recommended that the Board of Trustees approve to award the Bid #1112-07, Gymnasium Seismic Retrofit – AV/IT to Spinitar, as the lowest overall responsive and responsible bidder. Board approval is contingent upon there being no bid protests during the applicable protest time period. Board approval is also contingent upon contractor providing acceptable insurance and bonding.

OVERVIEW

The Purchasing Department advertised the project on March 13, 2012 and March 20, 2012. The bid due date was on April 5, 2012.

ANALYSIS

On April 5, 2012, two (2) 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 \$218,152.81. Funding for this project will come from the GO Bond.

Bid Recap #1112-07, Gymnasium Seismic Retrofit AV/IT

Contractor	GSR AV/IT Base Bid	GSR AV/IT Allowance	GSR AV/IT Total Base Bid	Alternate 01: Floor Protection Base Bid	Alternate 02: Temp Access Ramp Base Bid	Alternate 03: ALS Spec Section Base Bid	GSR AV/IT Total Base Bid + Alternates
Spinitar	\$ 178,152.81	\$ 30,000.00	\$ 218,152.81	\$ 500.00	\$ 750.00	\$ 14,927.00	\$ 234,329.81
PCC Network Solutions	\$ 191,055.00	\$ 30,000.00	\$ 221,055.00	\$ 660.00	\$ 1,976.00	\$ 8,190.00	\$ 231,881.00

000188

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: Inez Pineda-Ruelas, Interim Director of Purchasing
DATE: May 2, 2012
SUBJECT: **Consideration of Approval of Change Order #10 (Bid #0910-08), USS Cal Builders, Inc., Gymnasium Seismic Retrofit**

RECOMMENDATION

It is recommended that the Board of Trustees approve Change Order #10 in the amount of \$37,920.00, for the Gymnasium Seismic Retrofit.

OVERVIEW

On June 9, 2010, the Board awarded a contract to USS Cal Builders, Inc. for the Gymnasium Seismic Retrofit. Nine change orders have been previously approved by the Board as follows:

- Change Order #1 – July 6, 2011 -- \$24,174.00.
- Change Order #2 – October 5, 2011 -- \$3,135.00.
- Change Order #3 – December 7, 2011 -- \$125,095.00.
- Change Order #4 – December 7, 2011 -- \$6,044.00.
- Change Order #5 – January 12, 2012 -- \$24,800.00
- Change Order #6 – January 12, 2012 -- \$62,500.00
- Change Order #7 – January 12, 2012 -- \$24,560.00
- Change Order #8 – March 7, 2012 – \$13,217.00
- Change Order #9 – March 7, 2012 -- \$193,541.00

Public Contract Code Section 20659 requires Board approval for a change order to a public works bid.

ANALYSIS

The total cost for the attached item in Change Order #10 is \$37,920.00. The original contract amount approved by the Board was \$7,598,000.00. Change Order #10 has been reviewed by Tilden-Coil Constructors (Construction Management); and the Vice President of Business Services. Please refer to the attachment for the item, details and approvals of Change Order Number Ten.

FINANCIAL IMPLICATIONS

The cost will be \$37,920.00 increasing the contract amount to \$8,112,986.00. Funding is from the GO Bond.

Project: Cerritos College
Gymnasium Seismic Retrofit
11110 Alondra Blvd
Norwalk, CA 90650

Change Order Number: 10

To: USS Cal Builders, Inc.
8051 Main Street
Stanton, CA 90680
P: 714-828-4882
F: 714-828-9498

Summary:

Item 10.01

Description: Furnish and install new 3" plumbing vent piping from the tie-in points at new, 1st floor restroom walls as indicated on plans, up through the roof of the gymnasium, at (3) restroom locations. Provide scaffolding to access overhead areas and roof tie-ins.

Reference: RFI #303

Reason: Plans call for new cast iron vent piping at restrooms walls to tie in to existing 2-1/2" cast iron vent piping that continues through the roof of the gym. However, cast iron piping is no longer produced in 2-1/2" sizes and due to fixture count piping could not be reduced down to 2". Thus, 3" vent piping was required to be used in the new restrooms. Additionally, there are no available transition flanges produced that will tie 3" cast iron piping in the restroom walls to the existing 2-1/2" cast iron piping that continues through the roof. As such, the balance of existing 2-1/2" piping through the roof also had to be removed and changed to new 3" vent piping to complete the venting system.

Requested by: Mechanical Engineer

Cost: Add \$ 16,420.00

Time Extension: Days 0

Item 10.02

Description: Demolition of unforeseen metal paneling inside North & South gymnasium walls to allow access for installation of required seismic steel upgrades and basketball goal support brackets.

Reference: FWD #032 & RFI #026

Reason: After demolition of gymnasium walls began, unforeseen metal paneling was found to be located inside walls. Said paneling had to be removed to allow access to weld new steel members to existing structural steel connection points.

Requested by: Structural Engineer – Unforeseen Conditions

Cost: Add \$ 24,151.00

Time Extension: Days 0

Item 10.03

Description: Credit to District for material costs of acoustical wall panels upon substitution of acoustical wall panel manufacturer
Reference: Specification section 098413 substitution request
Reason: Subcontractor requested and was granted a substitution of acoustical wall panel manufacturer from Kinetics to Wall Technologies, which carried a credit to the owner for material costs
Requested by: Program Manager -Credit
Cost: Add \$ (2,651.00)
Time Extension: Days 0

SUMMARY of COST:

TOTAL OF THIS CHANGE ORDER \$37,920.00
TOTAL ADDITIONAL WORKING DAYS:.....0 (zero)

CONTRACT SUMMARY:

Original Contract Amount	\$	7,598,000.00
Net change by previous Change Orders		477,066.00
Net sum prior to this Change Order	\$	8,075,066.00
Amount of This Change Order	\$	37,920.00
New Contract Sum	\$	<u>8,112,986.00</u>

This C.O. Percentage of Change to Contract 0.5%

This Change Order is hereby executed on the 11 day of Apr. 1., 2012.

Approved By:

Approved By:

CERRITOS COLLEGE
DAVID EL FATTAL, V.P. OF BUSINESS SERVICES
11110 ALONDRA BLVD.
NORWALK, CA 90650

USS CAL BUILDERS, INC.
MOHAMMAD QAHOUSH, PROJECT MANAGER
8051 MAIN ST.
STANTON, CA 90680

Reviewed By:

Reviewed By:

TILDEN-COIL CONSTRUCTORS
CHAD BARNES, PROJECT ENGINEER
11110 ALONDRA BLVD.
NORWALK, CA 90650

IDS GROUP, INC.
JOHN BEARDALL, STRUCTURAL ENGINEER
1 PETERS CANYON RD., SUITE 130
IRVINE, CA 92606

USS Cal Builders signs this Change Order under full reservation of rights including but not limited to the right to submit a claim for an extension of time and for all indirect impact costs or expense caused by or resulting from this Change Order.

Project: Cerritos College
Auto Technology Complex AV/IT
11110 Alondra Blvd
Norwalk, CA. 90650

Change Order Number: 01
Contract: C11-1010 (ATC AV/IT)

To: Western Audio Visual
5365 Avenida Encinas Ste. G
Carlsbad, CA 92008
P: 714-693-7800
F: 714-637-7330

SUMMARY OF CHANGES:

Item 1.01

Description: Deduct unused allowance
Reference: Contract Allowance Expenditure Authorization #1 and #2
Reason: Deduct unused allowance
Requested by: N/A
Cost: Deduct (\$32,435.14)
Time Extension: 146 days

SUMMARY OF COST:

TOTAL OF THIS CHANGE ORDER..... **\$(32,435.14)**
TOTAL ADDITIONAL WORKING DAYS..... 146 *due to ATC Renovation work by others

CONTRACT SUMMARY:

Original Contract Amount	\$	503,832.03
Net change by previous Change Order		\$0.00
Net sum prior to this Change Order	\$	503,832.03
Amount of Change Order No. 1	\$	(32,435.14)
Deduct Remaining Contract Allowance	\$	-
New Contract Sum	\$	471,396.89
Percentage of Change to Contract		-6.4%

The Owner and the Contractor hereby agree that this change order constitutes full mutual accord and satisfaction for all time, all costs and all impacts related directly or indirectly to this change order. By acceptance of this change order, the Contractor hereby agrees that this change order represents the full equitable adjustment owed under the Contract, and further agrees on behalf of itself and all subcontractors to waive all rights to any further claims or requests for equitable adjustment which include, but are not limited to, inefficiencies, loss of productivity, disruption, constructive acceleration, extended field office overhead, arising out of or as a result of this change order or the cumulative effect of this change order on the performance of the overall work under the Contract.

This Change Order is hereby executed on _____ of _____, 2012.

Approved By:

Approved By:

CERRITOS COLLEGE
DAVID EL FATTAL,
11110 ALONDRA BOULEVARD
NORWALK, CA 90650

Western Audio Visual
SHELBY TOAL, PROJECT MANAGER
5365 AVENIDA ENCINAS STE. G
CARLSBAD, CA 92008

Reviewed By:

Reviewed By:

CALDWELL ARCHITECTS
JOHN THOMAS
3107 WASHINGTON BLVD.
MARINA DEL REY, CA 90292

TILDEN-COIL CONSTRUCTORS, INC.
JIMMY RIORDAN, PROJECT MANAGER
11110 ALONDRA BOULEVARD
NORWALK, CA 90650

RECORDING REQUEST BY
WHEN RECORDED MAIL TO:

CERRITOS COMMUNITY COLLEGE
DISTRICT, ATTENTION: INEZ PINEDA-RUELAS
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: **Facilities and Purchasing Complex – AV/IT, Bid #1011-07** contract for the doing of which was heretofore entered into on the **10th day of August, 2011** which contract was made with **Western Audio Visual**, contract number **#C11-1017**, as contractor; that said improvements were completed on the **30th day of March, 2012**, and accepted by formal action of the governing board of said DISTRICT on the **2nd day of May, 2012**; that title to said property is vested in the **CERRITOS COMMUNITY COLLEGE DISTRICT** of Los Angeles County, California; that the surety for the above named contractor is **SureTec Insurance Company..**

I certify or declare under penalty of perjury that the foregoing is true and correct.

CERRITOS COMMUNITY COLLEGE DISTRICT OF LOS
ANGELES COUNTY, CALIFORNIA

By: _____
David El Fattal
Vice President of Business Services

Date: _____

Place of Execution: Norwalk, California

000195

BUDGET TRANSFERS FOR MAY 2, 2012

01.0 FUND-GENERAL UNRESTRICTED

FROM

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	(20,000)
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	(29,932)
CAPITAL OUTLAY	\$	
INTERFUND TRANSFERS	\$	
CONTINGENCY	\$	
<hr/>		
TOTAL	\$	(49,932)
<hr/> <hr/>		

TO

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	14,011
OTHER CONTRACT EXPENSES AND SERVICES	\$	
CAPITAL OUTLAY	\$	35,921
PAYMENTS TO OR FOR STUDENTS	\$	
<hr/>		
TOTAL	\$	49,932
<hr/> <hr/>		

Transfers: Between object codes

Self Balancing: No effect on the ending balance

Number of Transfer Requests: Six (6)

Divisions/Departments/Programs:

BHSS Division, Purchasing, Technology, Liberal Arts

BUDGET TRANSFERS FOR MAY 2, 2012

01.0 FUND-CONTINGENCY TRANSFERS

FROM

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	
CAPITAL OUTLAY	\$	
INTERFUND TRANSFERS	\$	
CONTINGENCY	\$	(349,180)

TOTAL

\$	(349,180)
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TO

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	
CAPITAL OUTLAY	\$	
PAYMENTS TO OR FOR STUDENTS	\$	
OTHER TRANSFER OUT	\$	349,180
TOTAL	\$	349,180

Transfers: Between object codes

Self Balancing: No effect on the ending balance

Number of Transfer Requests: One (1)

Divisions/Departments/Programs:

Business Services

APPROPRIATION TRANSFER ANALYSIS FOR MAY 2, 2012

Revenue Budget

00000.0-00000-02560-8885-0801000 (01.0 Fund) Local - Physical Education & Athletics To purchase laptop computer for Sports Information Director.	\$	2,362
00000.0-00000-77640-8120-0000000 (01.3 Fund) Federal - Court Reporting/Captioning Grant To close grant which ended in 2010-11.	\$	(82,117)
00000.0-00000-00000-8980-0000000 (69.1 Fund) Local - Retiree Health Benefit To set up additional PARS Supplementary Retirement plan for late retirees.	\$	349,180
00000.0-00000-77650-8120-0000000 (01.3 Fund) Federal - Project HOPE To close grant which ended 2010-11.	\$	(108,125)
00000.0-00000-71100-8629-0000000 (01.3 Fund) State - BFAP (Board Financial/Assistance Program) To reflect increase to budget of \$4,306.	\$	4,306
00000.0-00000-79000-8623-0000000 (01.3 Fund) State - DSPS (Disabled Student Programs and Services) To adjust 2011-2012 allocations from the State.	\$	9,779
00000.0-00000-71631-8629-0000000 (01.3 Fund) State - El Camino CCD Collaborative #4 To set up 2011-2012 budget.	\$	176,330
00000.0-00000-70310-8170-0000000 (01.3 Fund) Federal - CTE Transitions To set up 2011-2012 budget.	\$	46,970
00000.0-00000-79000-8623-0000000 (01.3 Fund) State -DSPS (Disabled Student Programs and Services) To adjust 2011-2012 Adopted Revenue budget to match Adopted Org budget.	\$	338,802

APPROPRIATION TRANSFER ANALYSIS FOR MAY 2, 2012

00000.0-00000-71620-8629-0000000 (01.3 Fund) State - El Camino CCD Collaborative #2 To close Grant which ended in 2010-2011.	\$ (105,341)
00000.0-00007-70300-8170-0000000 (01.3 Fund) Federal - VTEA Technology Prep To close Grant which ended in 2010-2011.	\$ (46,970)
00000.0-00000-77350-8629-0000000 (01.3 Fund) State - ECDV Wind Grant II 2009/10 To close Grant which ended in 2009-10.	\$ (72,936)
00000.0-00000-77360-8629-0000000 (01.3 Fund) State - ECDV Wind Grant I 2008/09 To close Grant which ended in 2008-09.	<u>\$ (109,394)</u>
Total Revenue Budget	<u><u>\$ 402,846</u></u>
 Expenditure Budget	
00000.0-00000-75340-VARIOUS-4900000 (01.3 Fund) ARRA/WIA Allied Health Phase 2: Pharmacy Tech To close grant which ended in 2010-11.	<u>\$ (12,068)</u>
Total Expenditure Budget	<u><u>\$ (12,068)</u></u>

COUNSELOR HOURLY - STUDENT SERVICES

New Hires

Name		Discipline	Salary Placement	Rate
Villalpando	Angelica	Financial Aid	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, 2012 OR 175 TOTAL WORKDAYS, WHICHEVER OCCURS FIRST

Allen, Angela*	Clerk	\$8.64/hr	02/25/12
Diaz, Tommy*	"	"	"
Johnson, Davion*	"	"	03/25/12
Peralta, Matthew*	"	"	02/25/12
Ross, Ramon*	"	"	"
Garcia, Ruby*	Typist Clerk	\$8/64/hr	03/01/12
Steele, Melissa*	"	"	"
Stilton, Michelle*	"	"	"
Jimenez, Sarah	PBX Operator/Receptionist	\$9.07/hr	04/09/12
Alcantar, Ashley*	Financial Aid Clerk	\$9.31/hr	02/25/12
Barragan, Jesus*	"	"	"
Jackson, Shardae*	"	"	"
Perez, Marvin*	"	"	"
McIntyre, Justin	Instructional Aide I	\$9.56/hr	02/06/12
Padilla, Amber*	"	"	02/25/12
Campos, Rachel*	Intermediate Clerk	\$9.56/hr	03/13/12
Roberts, Diamond*	"	"	03/25/12
Garcia, Stephanie*	"	"	04/09/12
Gonzalez, Stephanie*	"	"	02/25/12
Hendrickson, Sharone*	"	"	"
Laguna, Crystal*	"	"	"
Merino, Beatriz*	"	"	"
Salazar, Fabiola*	"	"	02/23/12
Sosa, Roxanne*	"	"	02/25/12
Sotelo, Myrna*	"	"	03/13/12
Montano-Gaviria, Danny	Community Outreach Worker	\$9.99/hr	04/02/12
Bennett, Romaine	Gardener/Groundskeeper	\$9.99/hr	03/20/12
Kendrick, Kima	"	"	"
Montes De Oca, Nazaret*	Document Services Coordinator	\$11.88/hr	03/20/12
Cartagena, Leticia*	Program Facilitator	\$13.79/hr	03/26/12

* Categorically Funded

** Specially Funded

Presented to the Board of Trustees 5/02/12

SHORT-TERM HOURLY EMPLOYMENT (AS NEEDED), VARIABLE HOURS PER DAY & DAYS PER WEEK, FOR A PERIOD NOT TO EXCEED JUNE 30, 2012 OR 175 TOTAL WORKDAYS, WHICHEVER OCCURS FIRST

Leveque, Christopher**	Cont. Ed. Specialist (Cultural Arts)	\$28.07/hr	06/20/12
Boudreau, Debbie	Community Ed. Specialist	\$29/15/hr	01/01/12
Cardena, Mirna*	"	"	03/01/12
Henry, Sandra	"	"	02/13/12
Taber, Charles**	Cont. Ed. Specialist (Business Tech.)	\$50.52/hr	02/01/12

Student Services**1 BP 5500 STANDARDS OF CONDUCT****2 References:**

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

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

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

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

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

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

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

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

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

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

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

- 33 an online environment and, when the victim or victims are associated with the
34 District, whether or not the location is associated with the District.
- 35 2. Possession, use, sale, or otherwise furnishing any firearm, knife, explosive, or
36 other dangerous object or chemical, including but not limited to any facsimile
37 firearm, knife, or explosive on District-owned or controlled property or at District-
38 sponsored or supervised functions without the prior authorization of the
39 President/Superintendent or designee.
- 40 3. Unlawful possession, use, sale, offer to sell, or furnishing, or being under the
41 influence of, any controlled substance listed in Chapter 2 (commencing with
42 Section 11053) of Division 10 of the California Health and Safety Code, an
43 alcoholic beverage, or an intoxicant of any kind; or unlawful possession of, or
44 offering, arranging, or negotiating the sale of any drug paraphernalia, as defined
45 in California Health and Safety Code, Section 11014.5.
- 46 4. Committing or attempting to commit robbery or extortion.
- 47 5. Theft, attempted theft of, or willful damage to District property or property in the
48 possession of, or owned by, a member of the college community or knowingly
49 receiving stolen property or private property on District premises.
- 50 6. Willful or persistent smoking in any area where smoking has been prohibited by
51 law or by regulation of the District.
- 52 7. Committing sexual harassment as defined by law or by District policies and
53 procedures in person or in an online environment and, when the victim or victims
54 are associated with the District, whether or not the location is associated with the
55 District.
- 56 8. Engaging in harassing or discriminatory behavior based on ~~race, religious creed,~~
57 ~~color, national origin, ancestry, physical disability, mental disability, medical~~
58 ~~condition, marital status, sex, age, sexual orientation~~ national origin, religion,
59 age, gender, gender identity, gender expression, race, color, medical condition,
60 genetic information, ancestry, sexual orientation, marital status, physical or
61 mental disability, or because he or she is perceived to have one or more of the
62 foregoing characteristics, or based on association with a person or group with
63 one or more of these actual or perceived characteristics, or any other status
64 protected by law in person or in an online environment and, when the victim or
65 victims are associated with the District, whether or not the location is associated
66 with the District.
- 67 9. Engaging in intimidating conduct or bullying against another student through
68 words or actions, including direct physical contact; verbal assaults, such as
69 teasing or name-calling; social isolation or manipulation; and cyberbullying.
- 70 10. Willful misconduct that results in injury or death to a student, client, patient,
71 visitor, guest, or to District personnel or that results in cutting, defacing, or other
72 injury to any real or personal property owned by the District or on campus.
- 73 11. Endangering a student, client, patient, visitor, guest, or District employee or
74 contributing to or causing harm to the health, safety, and/or well-being of such
75 others.
- 76 12. Disruptive behavior, continual or willful disobedience and/or persistent defiance
77 of the authority, habitual profanity or vulgarity, or abuse of District personnel or
78 where the presence of the student causes a continuing danger to the physical
79 safety of students or others.

- 80 13. Cheating, or engaging in other academic dishonesty including copying from
81 another's work; discussion prohibited by the instructor; obtaining exam copies
82 without permission; and using notes, other information, or devices that have been
83 prohibited.
- 84 14. Misrepresentation and/or impersonation, including arranging for or allowing
85 another individual to impersonate or otherwise misrepresent himself or herself to
86 be a student generally or to be a particular student either in person or in an
87 online environment, and/or impersonating or otherwise misrepresenting oneself
88 to be another person in person or in an online environment.
- 89 15. Plagiarism, in individual or group work or in a student publication, including the
90 act of taking the ideas, words or specific substantive material of another and
91 offering them as one's own without giving credit to the source.
- 92 16. Dishonesty; forgery; alteration or misuse of District documents, records, or
93 identification; or knowingly furnishing false information to the District.
- 94 17. Unauthorized entry upon, into, or use of District facilities, either in person or in an
95 online environment.
- 96 18. Lewd, indecent or obscene conduct on District-owned or controlled property; or
97 at District-sponsored or supervised functions; or directed at and for the purpose
98 of harming another individual or group associated with the District, whether
99 carried out in person or in an online environment, and whether or not the location
100 is associated with the District.
- 101 19. Engaging in expression that is obscene; libelous or slanderous; or that so incites
102 students as to create a clear and present danger of the commission of unlawful
103 acts on college premises, or the violation of lawful District administrative
104 procedures, or the substantial disruption of the orderly operation of the District.
- 105 20. Persistent, serious misconduct where other means of correction have failed to
106 bring about proper conduct.
- 107 21. Unauthorized preparation, giving, selling, transfer, distribution, or publication, for
108 any commercial purpose, of any contemporaneous recording of an academic
109 presentation in a classroom or equivalent site of instruction, including but not
110 limited to handwritten or typewritten class notes, except as permitted by any
111 Board policy or administrative procedure.
- 112 22. Unauthorized use of audio, video or other listening, recording or transmitting
113 device in any classroom, service area or District activity without prior consent of
114 the instructor, service area manager, or activity advisor except as necessary for
115 reasonable accommodation.
- 116 23. Sexual assault and/or battery; rape, including acquaintance rape; or physical
117 abuse of another person.
- 118 24. Misrepresentation of oneself or of an organization to be an agent of the
119 District.
- 120 25. Continued disruption on or off District property of the District's educational or
121 student services activities, administrative functions and procedures, public
122 service functions, authorized curricular or co-curricular activities, other functions,
123 or prevention of authorized guests from carrying out the purpose for which they
124 are on District property.
- 125 26. Abuse of any person or any possession of any person, on District-owned or
126 controlled property.

- 127 27. Violation of state or local laws, Board policies, or administrative procedures
128 concerning the registration of student organizations, the use of District facilities,
129 or the time, place, and manner of public expression.
- 130 28. Abusive behavior directed toward coercion of, or hazing of, or bullying of a
131 member of the college community, in person or in an online environment and,
132 when the victim or victims are associated with the District, whether or not the
133 location is associated with the District.
- 134 29. Violation of Board policies or administrative procedures governing the use of
135 student user accounts, computers, and telecommunication resources, including
136 but not limited to the unauthorized entry, opening, or viewing of a file; the
137 unauthorized use of another individual's identification and password; arranging
138 for, allowing, and/or impersonation of one person by another; sending obscene or
139 abusive messages or files; and/or use of computing facilities to interfere with the
140 work of another student or employee of District.
- 141 30. Engaging in physical or verbal disruption, intimidation, or harassment of such
142 severity or pervasiveness as to have the purpose or effect of unreasonably
143 interfering with a student's academic performance, or District employee's work
144 performance, or of creating an intimidating, hostile or offensive educational or
145 work environment, in person or in an online environment and, when the victim or
146 victims are associated with the District, whether or not the location is associated
147 with the District.
- 148 31. Violation of a duly issued restraining order, stalking, and/or a pattern of conduct
149 with intent to follow, alarm, or harass another person, and which causes the
150 person to reasonably fear for his or her safety, and where the pattern of conduct
151 persisted after the person has demanded that the pattern of conduct cease.
- 152 32. Failure to identify oneself when requested to do so by District officials acting in
153 the performance of their duties.
- 154 33. Any other cause not listed above which is identified as "Good Cause" by the
155 Education Code or that disrupts the college, its mission, or campus life.

156 Office of Primary Responsibility: Vice President, Student Services

Date Adopted: May 16, 2007

Dates Revised: March 4, 2009, _____

**CERRITOS COMMUNITY COLLEGE DISTRICT
RESOLUTION #12-06**

**RESOLUTION RECOGNIZING THE WEEK OF MAY 20-26, 2012, AS
CLASSIFIED SCHOOL EMPLOYEE WEEK IN CALIFORNIA, AS
DESIGNATED BY THE CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION
AND THE CALIFORNIA STATE LEGISLATURE**

WHEREAS, Classified professionals provide valuable services to the students and programs of the Cerritos Community College District; and

WHEREAS, Classified professionals contribute to the establishment and promotion of a positive instructional environment; and

WHEREAS, Classified professionals serve a vital role in providing for the welfare and safety of Cerritos Community College District's students; and

WHEREAS, Classified professionals employed by the Cerritos Community College District strive for excellence in all areas relative to the educational community; therefore be it

RESOLVED, That the Cerritos Community College District hereby recognizes and wishes to honor the contribution of classified professionals to quality education in the state of California and in the Cerritos Community College District and declares the week of May 20 through May 26, 2012, as Classified School Employee Week in the Cerritos Community College District.

Adopted at a regular meeting of the Board of Trustees of the Cerritos Community College District at Norwalk, California this 2nd day of May, 2012:

Signed: 

President, Board of Trustees

Attest: 

Secretary to Board of Trustees

CERRITOS COMMUNITY COLLEGE DISTRICT
MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
MAY 16, 2012

- I. CALL TO ORDER The meeting was called to order at 6:00 p.m. by Mr. Bob Arthur, Board President. Those present were Mr. Bob Arthur, Dr. Tina Cho, Dr. Ted Edmiston, Dr. Bob Hughlett, Mr. Tom Jackson, Dr. Shin Liu, Ms. Jean McHatton and Ms. Areal Hughes, Student Trustee. Others present were the President/Superintendent, Interim Vice President of Academic Affairs, 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 Ms. Hughes.

- III. APPROVAL OF MINUTES A. It was moved by Mr. Jackson and seconded by Ms. McHatton to approve the minutes of the regular meeting of May 2, 2012. The vote for approval was unanimous (student advisory vote: aye).

- IV. INSTITUTIONAL PRESENTATIONS A. Dr. Lacy presented Nancy Bonilla with the Outstanding Classified Employee of the Month
 Employee of the Month
 Su Casa Book Fair Check Presentation B. Max Guijaro, Vice President of the Math Club and President Elect for next year presented a check to Su Casa, which was raised through sales of donated books on campus.
 Recognition of Retirees C. The Board acknowledged Richard Aragon, Todd Gaffaney, Michael Jones, Dr. David Nelson and Farid Wissa for their years of dedicated service to Cerritos College.
 Certificate of Appreciation D. Mr. Arthur presented Areal Hughes with a Certificate of Appreciation for her leadership as the Student Trustee for 2011-2012.
 Outstanding Classified and Academic Managers E. Dr. Lucinda Aborn and Rachel Mason presented Dr. Bryan Reece, Dean of Academic Success and Institutional Effectiveness and Richard Bukowiecki, Chief of Campus Police with the Outstanding Academic and Classified Manager Awards.

- V. PUBLIC HEARING Mr. Arthur opened the public hearing for Presentation of Initial Proposal for Renegotiations of Items for the 2012-2013 Fiscal Year Submitted by the California School Employees Association (CSEA) and its Cerritos College Chapter #161 for Official Receipt and Public Hearing, as attached. It was moved by Dr. Hughlett to close the public hearing. The vote for approval was unanimous.

- VI. PUBLIC PRESENTATIONS Jaime Flores, Cerritos College student and WPMD spring semester president requested that the Board reconsider releasing two WPMD employees on July 1. He explained that Dennis and Casey are assets to the department and are mentors to the students. He shared WPMD's many successes this year and added that the two employees have been integral to the department's success.

VII. CONSENT AGENDA

It was moved by Dr. Hughlett 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. New Course Offerings, as attached.
- B. Career Technical Education (CTE) Teacher Preparation Pipeline Grant Faculty Stipends, as attached.
- C. Spring 2012 Stipend – Center for Teaching Excellence, as attached.
- D. Summer 2012 Stipend – Center for Teaching Excellence, as attached.
- E. Conference Request for Travel Outside the United States, as attached.
- F. Change Order #4 (Bid #0809-04), Vigilant Insurance Company, Automotive Technology Complex Modernization & Addition, as attached.
- G. Budget Extensions and Budget Transfers, as attached.
- H. Contracts:

Consultant
AMENDMENT

- 1. The Vinewood Company
DSA Services
Tilden-Coil Constructors, Inc.
To continue to provide DSA inspection services as needed for campus construction projects. The time period will be extended to August 31, 2014. The cost is based on hourly rates plus reimbursements with funding to come from the GO Bond.

NEW

- 2. Ariane Lehw Associates (ALA)
Services Related to Evaluation of a Future Local GO Bond Measure
Business Services
To conduct bond planning and feasibility services for a potential November, 2012 or future local GO bond measure. Services will focus on developing/conducting a scientific survey/poll of approximately 600-800 registered voters within the District's boundaries, then analyzing poll results to determine the feasibility for an upcoming local bond measure. The scope of services will culminate with recommendations regarding the findings of the feasibility analysis being presented to the Board. These recommendations will include analysis of potential election date(s), type of election (Proposition 39), a bond project list, total bond authorization amount, and tax rate. For period May 17, 2012 to August 10, 2012. The cost to the District will not exceed \$45,000 with funding to come from Business Services.

Services

NEW

3. Mears Motor Leasing

Vehicle Lease

Campus Police

To lease a 2012 Dodge Charger Police Car for the Campus Police Department. This is a replacement vehicle. The department fleet consists of three automobiles. For period May 1, 2012 through December 31, 2015. Total cost is \$28,428.88 in 3 annual payments of \$9,475.98. At the end of the lease, the District will pay \$1.00 to own the vehicle outright with funding from Campus Police.

4. Stanley Security Solutions

Security Cameras for the Automotive Complex

Academic Affairs

To provide security cameras for the Automotive Technology Complex. The time period will be through December 31, 2012. Total cost is \$33,410 with funding from Academic Affairs.

I. Employment of 2012 Summer Session Faculty Personnel, as attached.

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

Added by addendum:

Secretary Clerk @27-5 (\$3,707.00 per month) effective May 17, 2012: Victoria Stevens (Information Technology)

Intermediate Typist Clerk @23-1 (\$2,818.00 per month) effective May 21, 2012: Desiree Gonzalez (Business/Humanities/Social Sciences)

K. Employment of Full-Time, First-Year Contract Probationary Faculty Employee(s):

Boutin, Lisa, Instructor (Art History), @ F-3 (\$63,408.00/annual), 10-School Month Contract, effective August 20, 2012

Andrade, Olga, Instructor (Child Development), @ B-3 (\$53,072.00/annual), 10-School Month Contract, effective August 20, 2012

Carrillo, Rosa, Counselor, @ B-3 (\$63,686.40/annual), 12-School Month Contract, effective July 1, 2012

Hill, Shelia, Counselor, @ F-3 (\$76,089.60/annual), 12-School Month Contract, effective July 1, 2012

Miles, Michael, Athletic Counselor, @ D-3 (\$69,886.80/annual), 12-School Month Contract, effective July 1, 2012

Palma, Jennifer, Instructor (Child Development), @ F-3 (\$63,408.00/annual), 10-School Month Contract, effective August 20, 2012

Added by addendum:

Bettencourt, Madeline, Instructor (Cosmetology), @ B-3 (\$53,072.00/annual), 10-School Month Contract, effective August 20, 2012

Greenberg, Bruce, Instructor (Paralegal), @ F-3 (\$63,408.00/annual), 10-School Month Contract, effective August 20, 2012

- L. Administrator's Request to Retreat to the Classroom, as attached.
- M. Work Calendar for the 2012-2013 Fiscal Year, as attached.

VIII. ADMINISTRATIVE MATTERS

- A. As information, the Board book contained College Coordinating Committee Minutes for April 23, 2012.
- B. As information, the Board book contained Associated Students Cerritos College (ASCC) Financial Report for the Period Ending March 31, 2012.
- C. Mr. Arthur opened discussion regarding the First Reading of Board Policy 3501 – Campus Security and Access and Board Policy 5510 – Off-Campus Activities and Organizations. There were no questions.
- D. Mr. Arthur opened discussion regarding the First Reading of Additions/Revisions to Board Policy 3505 – Emergency Response Plan, Board Policy 4020 – Instructional Programs and Curriculum, Board Policy 5010 – Admissions and Concurrent Enrollment, Board Policy 5130 – Financial Aid, and Board Policy 7130 – Compensation. There were no questions.

IX. REPORTS

- A. Board of Trustees
Ms. McHatton stated that commencement was a nice event and the Teacher TRAC graduation ceremony was excellent.

Mr. Jackson indicated that he enjoyed the ASCC Student Awards Banquet. He stated that the modern day version of "Romeo and Juliet" presented by the Theatre department was very entertaining. He also attended the EOPS Graduation, Teacher TRAC graduation ceremony, Media Awards Night, the Employee Appreciation Barbeque, and a choral and band concert. He added that the Dental Hygiene Pinning Ceremony and PTK Induction Ceremony were great events that celebrated student success.

Dr. Liu stated that she has enjoyed the many great events on campus and has heard countless student success stories. She complimented the staff and faculty for the great job they do for the students.

Dr. Hughlett enjoyed attending many events since the last Board meeting and added that commencement was enjoyable.

Dr. Edmiston attended the CCLC Trustees Conference in San Diego and encouraged the Board to attend a LACSTA meeting Thursday, May 17.

Dr. Cho enjoyed the many graduation events on campus and congratulated Ms. Hughes for being a great trustee throughout the year.

Ms. Hughes stated that it has been a remarkable year and thanked everyone on the Board for a great experience.

- B. Faculty and Staff Leadership
Ms. Moore shared the successful transfer rates of the Scholars' Honors Program this year and congratulated the students.

Ms. Laughon acknowledged all of the staff members who worked hard to make commencement a success.

C. President/Superintendent and Vice Presidents

Mr. El Fattal provided a budget update and stated that the college is preparing for the worst case scenario regarding state funding. Dr. Lacy noted that if the tax increase initiative does not pass the college almost certainly won't offer summer classes in 2013.

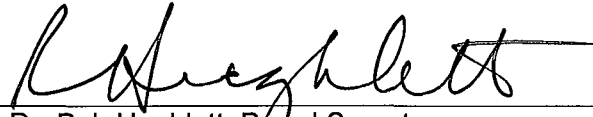
Dr. Brock stated that more than 1,700 people were eligible for graduation this year and approximately 800 students walked at commencement. She stated that 7,400 students registered for summer school this year and most classes are full. She stated that she has interviewed more than 70 teaching position finalists with Dr. Lacy and she has seen some outstanding people who are impressed with the reputation of student success at Cerritos College.

Dr. Lacy stated that the end-of-year events have been wonderful. She stated that she was moved at the Scholars' Honors Program Graduation Ceremony. She concluded by stating that she is proud and honored to have wonderful classified staff on campus and invited everyone to attend the Outstanding Classified Awards Ceremony on Thursday, May 17 at 11:00 a.m.

- | | | |
|-------|----------------------|--|
| X. | CLOSED SESSION | The Board adjourned to closed session at 6:50 p.m. |
| XI. | RECONVENE | The Board reconvened at 7:23 p.m. |
| XII. | ADJOURNMENT | The Board adjourned at 7:23 p.m. |
| XIII. | NEXT REGULAR MEETING | The next regular meeting of the Board of Trustees is scheduled for Wednesday, June 13, 2012 at 4:00 p.m. |



Bob Arthur, Board President



Dr. Bob Hughlett, Board Secretary

CERRITOS COLLEGE

TO: Board of Trustees
FROM: Dr. Linda L. Lacy, President/Superintendent *LL*
REVIEWED BY: Victor Collins, Interim Vice President HR/Assistant Superintendent *VC*
PREPARED BY: Dr. Adriana Flores-Church, Director of Human Resources/Risk Management *AF*
DATE: May 16, 2012
SUBJECT: **Presentation of Initial Proposal for Renegotiation of Items for the 2012-2013 Fiscal Year Submitted by California School Employees Association (CSEA) and its Cerritos College Chapter #161 for Official Receipt and Public Hearing**

RECOMMENDATION

It is recommended that:

1. The attached initial proposal from CSEA Chapter #161 for renegotiation of items for the 2012-2013 fiscal year be acknowledged for official receipt by the District and presented for public hearing pursuant to the provisions of State Government Code Section 3547.
2. The President of the Board of Trustees open the hearing for public comment, and after any comments from the public, the President of the Board of Trustees shall close the public hearing.

OVERVIEW

CSEA, Chapter #161 has submitted an initial proposal to the District for renegotiation of items for the 2012-2013 fiscal year pursuant to the provisions of the existing CSEA-District Collective Bargaining Agreement.

ANALYSIS

Attached is the initial proposal submitted by CSEA, Chapter #161 for renegotiation of items for the 2012-2013 fiscal year, pursuant to the provisions of Articles 2.4.1 and 28 of the CSEA-District Collective Bargaining Agreement.

FINANCIAL IMPLICATIONS

Financial implications are contingent on the results of negotiations.



CSEA Chapter 161

Memorandum

2012 APR 24 10:08
CERRITOS COMMUNITY COLLEGE DISTRICT

2012 APR 24 10:08

TO: Victor Collins, Interim Director of Human Resources

FROM: Lynn Laughon, President CSEA Chapter #161

DATE: April 24, 2012

SUBJECT: CSEA Chapter #161's Initial Proposal of the Collective Bargaining Agreement between CSEA Chapter #161 and the Cerritos Community College District for the period beginning July 1, 2012, and ending June 30, 2013.

The following represents CSEA Chapter #161's initial proposal of the Collective Bargaining Agreement between CSEA Chapter #161 and the District, as per Article 2, for the period beginning July 1, 2012, and ending June 30, 2013. Chapter #161 proposes to update all dates and timelines pertinent to this contract and the following:

ARTICLE 5: COMPENSATION

CSEA, Chapter #161 proposes that the salary schedule remain unchanged.

ARTICLE 6: HEALTH AND WELFARE BENEFITS

CSEA, Chapter #161 proposes that the District pick up all increased cost of health and welfare benefits under Article 6.

ARTICLE 8: EFFECTS OF LAYOFF

CSEA, Chapter #161 proposes to change the notification requirements of the article

ADULT EDUCATION

AED 48.05

College English Skills

0 Unit

Class hours: 2 Lecture/2 Lab

Prerequisite: Completion of the English Placement process

Corequisite: None

Recommendation: This course is not recommended for students working on secondary language skills who would be better served by an ESL course

This beginning course is designed for students already able to understand and speak the English language. This course is not recommended for students working on secondary language skills who would be better served by an ESL course. It is intended to reduce beginning writing students' fear and anxiety about writing. It develops writing fluency through written activities and assignments designed to teach and reinforce conventions of Standard English. This course focuses on sentence structure and development and sentence combining. Students will work toward developing short paragraphs.

HPEDA

Associate in Arts Degree in Kinesiology for Transfer

The Health and Physical Education has created a new Kinesiology transfer degree as part of the SB 1440 legislation passed by the state legislature. This is one a number of disciplines developing such degrees. In the case of Kinesiology the degree will become another option for HPEDA students. Students completing this degree will complete 20-24 units in the major area, general education units and any additional units needed to reach 60 units.

CERRITOS COLLEGE

TO: Board of Trustees
FROM: Dr. Linda L. Lacy, President/Superintendent *ML*
REVIEWED BY: Dr. Marilyn Brock, Interim Vice President of Academic Affairs *MB*
PREPARED BY: Sue Parsons, Director of Teacher TRAC and Learning Communities *SP*
DATE: May 16, 2012
SUBJECT: **Consideration of Approval of the Career Technical Education (CTE) Teacher Preparation Pipeline Grant Faculty Stipends**

RECOMMENDATION

It is recommended that the Board of Trustees approve payment of CTE Teacher Preparation Pipeline Grant stipends to Lydia Alvarez, Francesca Bello, David Betancourt, Jeff Bradbury, George Jarrett, and Ilva Mariani. The grant was Board approved on February 15, 2012.

OVERVIEW

Cerritos College has received funding in the amount of \$120,000 from the Chancellor's Office to assist with meeting the need for high school and community college CTE Teachers by implementing teacher preparation pathways in three CTE industry sectors (automotive, welding, and woodworking), math and science.

ANALYSIS

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

As stipulated and funded by the Grant, the tasks and activities described below will be carried out as follows:

Faculty Inquiry Group (FIG) Facilitator:

- Prepare and coordinate a FIG focused on the reading of the book "The Mind at Work, Valuing the Intelligence of the American Worker" by Mike Rose.

Internship Workshop Facilitator:

- Prepare, coordinate and facilitate two workshops for Teacher TRAC interns focused on contextualization.

Integrative Workshop Series Facilitators/Presenters:

- Develop and lead presentation to Cerritos College faculty regarding integration/contextualization
- Assist with planning and set-up for workshops

Contextualized Curriculum FIG Facilitator:

- Develop and facilitate working session for high school and college faculty from Automotive, Math, Science, Welding, and Woodworking to develop contextualized activities they can implement in their classrooms.

000218

Early Start Program Facilitator:

- Review and process high school CTE student's transcripts and applications during Spring 2012.
- Assist in matriculating high school CTE students to Cerritos College.

FINANCIAL IMPLICATIONS


It is recommended to approve stipend for the following faculty:

Lydia Alvarez – \$500
Francesca Bello - \$475
David Betancourt - \$150
Jeff Bradbury - \$300
George Jarrett- \$150
Ilva Mariani - \$300

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

CERRITOS COLLEGE
VII.C

CERRITOS COLLEGE

TO: Board of Trustees
FROM: Dr. Linda L. Lacy, President/Superintendent 
PREPARED BY: Dr. Bryan Reece, Dean, Academic Success and Institutional Effectiveness
DATE: May 16, 2012
SUBJECT: **Consideration of Approval of Spring 2012 Stipend**

RECOMMENDATION

It is recommended that the Board of Trustees approve a stipend for David Betancourt, Coordinator of the Center for Teaching Excellence (CTX).

OVERVIEW

The Center for Teaching Excellence (CTX) serves as the one central center for expert assistance in new teaching and learning theory, sound pedagogy and instructional technology.

ANALYSIS

The Center provides this support for faculty through a variety of instructional and professional development activities and services, training, workshops and Institutes. David Betancourt will act as coordinator of the CTX and liaison with faculty.

Dr. Betancourt will coordinate and expand faculty leadership by establishing a CTX advisory board, convert all messaging and branding from Innovation Center to Center for Teaching Excellence, and develop and maintain the CTX website. He will also develop workshops on emerging technologies, coordinate the new faculty training program, and develop resources for adjunct faculty and department chairs. He will coordinate SLO writing workshops, Unit Planning workshops, Program Review workshops and training for pilot programs such as MyFoundationsLab.

As instructional and professional development activities continue to merge into one central center, Dr. Betancourt's responsibilities will include managing the Faculty Inquiry Group Program, organizing the annual speaker/conference on student success, and coordinating the Summer Institute for student success.


For this work, David Betancourt will receive a \$1,500 stipend for Spring 2012.

FINANCIAL IMPLICATIONS

iFalcon Title V grant 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: Dr. Bryan Reece, Dean, Academic Success and Institutional Effectiveness

DATE: May 16, 2012

SUBJECT: **Consideration of Approval of Summer 2012 Stipend**

RECOMMENDATION

It is recommended that the Board of Trustees approve a stipend for David Betancourt, Coordinator of the Center for Teaching Excellence (CTX).

OVERVIEW

The Center for Teaching Excellence (CTX) serves as the one central center for expert assistance in new teaching and learning theory, sound pedagogy and instructional technology.

ANALYSIS

The Center provides this support for faculty through a variety of instructional and professional development activities and services, training, workshops and Institutes. David Betancourt will act as coordinator of the CTX and liaison with faculty.

Dr. Betancourt will coordinate and expand faculty leadership by establishing a CTX advisory board, convert all messaging and branding from Innovation Center to Center for Teaching Excellence, and develop and maintain the CTX website. He will also develop workshops on emerging technologies, coordinate the new faculty training program, and develop resources for adjunct faculty and department chairs. He will coordinate SLO writing workshops, Unit Planning workshops, Program Review workshops and training for pilot programs such as MyFoundationsLab.

As instructional and professional development activities continue to merge into one central center, Dr. Betancourt's responsibilities will include managing the Faculty Inquiry Group Program, organizing the annual speaker/conference on student success, and coordinating the Summer Institute for student success.

For this work, David Betancourt will receive a \$5,877 stipend for the first 6-week summer session of 2012.

FINANCIAL IMPLICATIONS

Basic Skills Initiative grant 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: Dr. Marilyn Brock, Interim Vice President of Academic Affairs/Assistant Superintendent
DATE: May 16, 2012
SUBJECT: **Consideration of Approval of Conference Request for Travel Outside the United States – Puerto Vallarta, Mexico**

RECOMMENDATION

It is recommended that the Board of Trustees approve a conference request for Mary Rojas, adult hourly program facilitator in the Adult Education department, to travel to Puerto Vallarta, Mexico from May 21 through May 23, 2012.

OVERVIEW

Board Policy 6900 – Travel states that all travel outside the United States requires approval by the Board of Trustees before the travel event takes place. The request must be accompanied by a complete explanation of the college business purpose to be served.

ANALYSIS

The Conference and Workshop for Plazas Comunitarias Abroad is destined for persons interested in the programs of the Mexican Government in matters of youth and adult education and interested in opening or knowing about the details to open Plazas Comunitarias abroad. The conference and workshop will enable participants to learn about the objectives, structure, attention strategies, school administration systems, evaluation and accreditation, as well as educational resources of different institutions of the Mexican Government in matters of Youth and Adult Education. Participants will also learn about the experiences and results of the international cooperation actions of the Mexican Government in the United States of America and Canada, in matters of Youth and Adult Education.

FINANCIAL IMPLICATIONS

The cost for this conference will be covered by the Mexican government and individual participant.

Attachment



The National Institute for Adults Education

Dirección de Concertación, Vinculación y Alianzas
Estratégicas
International Programs Office

Invites you to the

***“Conference and Workshop for Plazas
Comunitarias Abroad”***

May 2012

Response needed by 5/04

Dirección de Concertación, Vinculación y Alianzas Estratégicas.
International Programs Office

000223



Identify

- The procedures for the set-up, operation and evaluation of the Plazas Comunitarias.
- The basic methodological elements to attend the educational processes directed to youth and adults.

Relate

- INEA's mission, vision and goals with those of their organization.

Define

- With INEA the most adequate educational cooperation strategy for each of their needs.
- The basic elements for the proper planning and organization of educational actions in Plazas Comunitarias and through INEA's on-line Learning System.

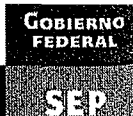
3. Work procedure.

Conference-Workshop. During the event, experts of INEA Directions will be presenting the subjects of the agenda, and at other times, the participants will provide ideas, build new knowledge and strengthen their skills with the support of educational traditional and technological resources (workshop).

Practices and cultural activities. In addition to the Conference-Workshop and the exchange of experiences, practices will be carried out regarding the operation of INEA's informatics systems for the school administration, evaluation and accreditation. They will also learn about the folklore and culture of the State of Jalisco.

4. Criteria for acceptance and registration.

- The invitation is open to directors of hometown associations, leaders of community organizations, representatives of educational institutions, companies, universities, correctional centers, school districts, persons responsible for the Plaza Comunitaria, IME coordinators in Mexican Counsels in North America, as well as those interested in supporting with material, human and financial resources for the Youth and Adult education in the United States and Canada.



Ordaz” in the city of Puerto Vallarta, Jalisco. Address: Carretera a Tepic, Km 7,5 Col Villa de las Flores, C.P. 48311, Municipio de Puerto Vallarta, Jalisco. Phone/Fax: 01 (322)221-12-98, 13-25, 15-37

5. Event site.

Hotel Krystal Puerto Vallarta. Located in Av de Las Garzas Sn, 48300 Nuevo Vallarta, esquina con Av. Mariano Otero C.P. 45050, Colonia Ciudad de Sol, Zapopan, Jalisco, México. Teléfono 011 52 (33) 3634 1034

6. INEA’s contributions.

- **Accommodations** at the Hotel “Krystal Puerto Vallarta” in a shared room, that is, **2 persons per room, randomly assigned**. The accommodation begins the night of Sunday, May 20th and ends the night of Wednesday, May 23, 2012.
- **Meals** shall be served in the restaurants that INEA indicates. We will begin with dinner on Sunday, May 20 and end with breakfast on Thursday, May 24, 2012.
- **Educational and informative materials** printed and if relevant, in a CD.
- **Ground transportation** From the International Airport Licenciado Gustavo Díaz Ordaz in the city of Puerto Vallarta, Jalisco, to the hotel on Sunday, May 20 2012, as well as the transportation between the hotel and the places where the official cultural and work visits will be carried out. In all cases, the corresponding transportation will be assigned by INEA.
- **Coordination** of the event.
- **Participation certificate.**


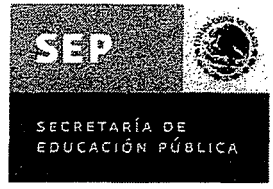
7. Participants’ contribution.

- **Transportation expenses** from their hometowns to Puerto Vallarta, Jalisco, Mexico, and back.
- **Personal expenses**, such as: taxicabs, phone calls, beverages not included, laundry, medicines in case of sickness, doctor’s fees if required or any other personal expense that arises during the event.



CONTACTS



<p>Lic. Jorge Alberto Díaz Stringel</p> <p>International Programs Director.</p> <p>Francisco Márquez # 160, 3º piso, Colonia Condesa, México, D.F., c.p. 06140.</p> <p>Phone Number: 011 52 (55) 5241 2700</p> <p>E-mail: jdiaz@inea.gob.mx</p>	<p>Lic. Atala Pérez Rodríguez</p> <p>Education and Culture Director.</p> <p>Plaza Juárez # 20, Colonia Centro, Delegación Cuauhtémoc, México, D.F. c.p. 06010</p> <p>Phone Number: 011 52 (55) 3686 5100 Extension 5844</p> <p>Fax: 011 52(55) 3686 5849</p> <p>E-mail: aperezr@sre.gob.mx</p>
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 INSTITUTO NACIONAL PARA LA EDUCACIÓN DE LOS ADULTOS	Agenda	International Programs Office	
		May 21 to 23, 2012	
		Puerto Vallarta, Jalisco	
Dirección de Concertación, Vinculación y Alianzas Estratégicas			

Conference and Workshop for Plazas Comunitarias Abroad

May 21 2012 (continued).

13:00 – 14:30 pm	Lunch	-----	Restaurant	International Programs Office
14:30 – 16:00 pm	Model for Lifelong Learning and Work (MEVyT for its abbreviation in Spanish) Continued	School	Multimedia and Interpretation	DA
16:00 – 17:00 pm	On-line Model for Lifelong Learning and Work (MEVyT for its abbreviation in Spanish)	School	Multimedia and Interpretation	DA
18:00 – 20:00 pm	Dinner	-----	Restaurant	International Programs Office

 INSTITUTO NACIONAL PARA LA EDUCACIÓN DE LOS ADULTOS	Agenda	International Programs Office	
		May 21 to 23, 2012	
		Puerto Vallarta, Jalisco	
Dirección de Concertación, Vinculación y Alianzas Estratégicas			

Conference and Workshop for the Plazas Comunitarias Abroad

23 de Mayo de 2012

Time	Activity	Location	Topic	Organizer
7:00 – 9:00 am	Breakfast	-----	Restaurant	International Programs Office
9:15 – 9:30 am	Presentation Plaza 1	School	Multimedia and Interpretation	International Programs Office
9:30 – 9:45 am	Presentation Plaza 2	School	Multimedia and Interpretation	International Programs Office
9:45 – 10:00 am	Presentation Plaza 3	School	Multimedia and Interpretation	International Programs Office
10:00 – 11:00 am	Presentation INEPJA	Plenary	Multimedia and Interpretation	INEPJA
11:00 – 11:30 am	Presentation UNESCO	Plenary	Multimedia and Interpretation	UNESCO
11:30 – 13:30 am	Presentation of INEA's Director Mr. Juan de Dios Castro Muñoz, Sq Closing Ceremony	Plenary	Multimedia and Interpretation	International Programs Office

000228

Project: Cerritos College
Automotive Technology Complex
Modernization & Addition
11110 Alondra Blvd
Norwalk, CA 90650

Change Order Number: 04

To: Vigilant Insurance Company
15 Mountain View Road
Warren, NJ 07059
P: 908- 903-5339
F: 908-903-5537

Summary:

Item 4.01

Description: Hydro-jet and Camera the existing site sewer line running East to West outside the South side of Building A. Removal and replacement of the line, approximately 275 linear feet, including the removal and replacement of approximately 1,900 square feet of driveway and parking area concrete in order to perform this work.

Reference: Field Work Directive # 005T, Field Work Directive # 009T, Jaynes Change Order Request # A-FWD009T R1 dated 03/13/12.

Reason: Unforeseen conditions found upon videoing the line in that the bottom of the pipe was corroded away, physically gone and no longer functioning. Unforeseen wet soils conditions, due to the line having been corroded / damaged for an unknown period of time.

Requested by: Campus, Construction Manager and Architect.

Cost – Hydro-Jetting and Video:.....	Add	\$ 6,382.00
Cost – Concrete:.....	Add	\$ 3,195.00
Cost – Line Replacement:	Add	\$ 33,742.00
Cost – Wet Soils Conditions:	Add	\$ 8,238.00
Cost – Concrete Replacement:	Add	\$ 21,472.00
Cost Total:	Add	\$ 73,029.00
Time Extension:	Days	0

Item 4.02

Description: Phase 4 North Driveway Replacement – Additional square footage of driveway replacement, at and to the West of the North Driveway Replacement.

Reference: Request For Information # 294, Field Work Directive # 011T, Jaynes Change Order Request # A-RFI#294R2. Tilden-Coil Analysis of Change Order Request, dated 04/06/12, identifying *the value specific to this portion of work that can be approved at this time* based upon the backup provided to date.

Reason: Code requirement to provide existing path of travel between the buildings, not provided by the existing concrete paving.

Requested by: Architect, Contractor, Construction Manager.

Cost:	Add	\$ 15,170.00
Time Extension:	Days	0

Item 4.03

Description: Phase 4 North Driveway Replacement – Relocate the existing irrigation controller to the North side of the driveway, as well as relocating three existing sprinkler valves and one quick coupler hose connection. Includes tracing existing underground control wiring from the previous relocation of this controller found upon removing the existing driveway.

Reference: Jaynes Change Order Request # A-RFI#294R2. Tilden-Coil Analysis of Change Order Request, dated 04/06/12, identifying *the value specific to this portion of work that can be approved at this time* based upon the backup provided to date.

Reason: Relocating the controller, valves and quick coupler, with the removal and replacement of the North Driveway, in lieu of relocating it during the anticipated Automotive Display project which would then require boring under the new driveway at a higher cost, as well as providing a traffic rated pull box in the North Driveway to accommodate the previous location of the controller.

Requested by: Construction Manager, Architect.

Cost: Add \$ 9,475.00
Time Extension: Days 26

Item 4.04

Description: Phase 4 North Driveway Replacement – Gate post footing revisions due to existing electrical duct bank.

Reference: Jaynes Change Order Request # A-RFI#294R2. Tilden-Coil Analysis of Change Order Request, dated 04/06/12, identifying *the value specific to this portion of work that can be approved at this time* based upon the backup provided to date.

Reason: Unforeseen conditions.

Requested by: Contractor, Architect, Construction Manager.

Cost: Add \$ 5,963.00
Time Extension:Days (included with Item 4.03)

Item 4.05

Description: Phase 4 North Driveway Replacement – Wet soils conditions due to weather.

Reference: Jaynes Change Order Request # A-RFI#294R2. Tilden-Coil Analysis of Change Order Request, dated 04/06/12, identifying *the value specific to this portion of work that can be approved at this time* based upon the backup provided to date.

Reason: Unforeseen condition due to the extension of time for the revisions to the North Driveway scope of work.

Requested by: Contractor, Construction Manager.

Cost: Add \$ 2,805.00
Time Extension:Days (included with Item 4.03)

Item 4.06

Description: Added steel support cross beams at new HVAC Unit # PAC-1.

Reference: Architect's Supplemental Instruction # 016.1T. Jaynes Change Order Request # ASI016.1T.

Reason: DSA Requirement in addition to the added beams included in Change Order # 02 Item 2.11.

Requested by: Architect.

Cost: Add \$ 933.00
Time Extension: Days 0

Item 4.07

Description: Addition of two receptacles in Room AT12 Storage Room. Removal and Replacement of Existing Electrical Switches in Rooms AT-10 Transmission Lab and AT-25 Mechanical Lab.
Reference: Jaynes Change Order Request # A-Elec. Additions.
Reason: Receptacles not included in the renovation scope of work for this storage room, needed for actual use of the room. Nearly all other switches in the building had been replaced with new as part of the renovation scope of work and or due to damage during the performance of the renovation.
Requested by: Campus, Construction Manager.
Cost: Add \$ 794.00
Time Extension: Days 0

Item 4.08

Description: Replacement of existing and non-operational hot water recirculating pump in Building A.
Reference: Jaynes Change Order Request # A-Recirc. Pump.
Reason: Unforeseen condition. Existing pump in Building B was reconnected and operational. Existing pump in Building A was found to be non-operational upon reconnection.
Requested by: Contractor, Construction Manager.
Cost: Add \$ 1,239.00
Time Extension: Days 0

Item 4.09

Description: Closure of wall (framing and drywall) behind existing column in Room AT15 Conference Room.
Reference: Jaynes Change Order Request # A-RFI#342.
Reason: Existing condition found behind the column to have a gap in the new wall line. Closure necessary to conceal the room.
Requested by: Contractor, Architect, Construction Manager.
Cost: Add \$ 1,045.00
Time Extension: Days 0

Item 4.10

Description: Removal and replacement of existing electrical disconnects at the Transmission Dynamometer machines in Room AT10 Transmission Lab.
Reference: Jaynes Change Order Request # A-RFI#348.
Reason: Existing electrical were inline with the location required for the new structural steel to support the new HVAC unit # PAC-5 on the roof.
Requested by: Contractor, Architect, Construction Manager.
Cost: Add \$ 2,609.00
Time Extension: Days 0

SUMMARY of COST:

TOTAL OF THIS CHANGE ORDER \$113,062.00
TOTAL ADDITIONAL WORKING DAYS: 26 (Twenty Six)

CONTRACT SUMMARY:

Original Contract Amount	\$	5,218,600.00
Net change by previous Change Orders	\$	149,066.00
Net sum prior to this Change Order	\$	5,367,666.00
Amount of This Change Order	\$	113,062.00
New Contract Sum	\$	<u>5,480,728.00</u>


This CO Percentage of Change to Contract 2.2%

This Change Order is hereby executed on the ____ day of _____, 2012.

Approved By:


CERRITOS COLLEGE
DAVID EL FATTAL, V.P. OF BUSINESS SERVICES
11110 ALONDRA BLVD.
NORWALK, CA 90650

Approved By:



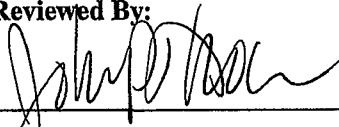
VIGILANT INSURANCE COMPANY (BENCHMARK)
MIKE TOMEO, AGENT
15 MOUNTAIN VIEW RD. (2 VENTURE, STE. 200)
WARREN, NJ 07059 (IRVINE, CA 92618)

Reviewed By:



TILDEN-COIL CONSTRUCTORS, INC.
JIMMY RIORDAN, PROJECT MANAGER
11110 ALONDRA BLVD.
NORWALK, CA 90650

Reviewed By:



TATE SNYDER KIMSEY / CALDWELL
JOHN THOMAS, ARCHITECT
3107 WASHINGTON BLVD.
MARINA DEL REY, CA 90292

BUDGET TRANSFERS FOR MAY 16, 2012

01.0 FUND-GENERAL UNRESTRICTED

FROM

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	(3,000)
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	(11,875)
OTHER CONTRACT EXPENSES AND SERVICES	\$	
CAPITAL OUTLAY	\$	
INTERFUND TRANSFERS	\$	
CONTINGENCY	\$	
TOTAL	\$	(14,875)

TO

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	1,000
CAPITAL OUTLAY	\$	13,875
PAYMENTS TO OR FOR STUDENTS	\$	
TOTAL	\$	14,875

Transfers: Between object codes

Self Balancing: No effect on the ending balance

Number of Transfer Requests: Three (3)

Divisions/Departments/Programs:
Research and Planning, Liberal Arts, Student Success

BUDGET TRANSFERS FOR MAY 16, 2012

39.0 FUND- OTHER SPECIAL REVENUE FUND

FROM

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	(146,706)
OTHER CONTRACT EXPENSES AND SERVICES	\$	
CAPITAL OUTLAY	\$	
INTERFUND TRANSFERS	\$	
CONTINGENCY	\$	
TOTAL	\$	(146,706)

TO

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	57,830
EMPLOYEE BENEFITS	\$	22,758
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	
CAPITAL OUTLAY	\$	66,118
PAYMENTS TO OR FOR STUDENTS	\$	
TOTAL	\$	146,706

Transfers: Between object codes

Self Balancing: No effect on the ending balance

Number of Transfer Requests: Two (2)

Divisions/Departments/Programs:

Lockheed Martin (LMAK), Technology Contract ED

APPROPRIATION TRANSFER ANALYSIS FOR MAY 16, 2012

Expenditure Budget

00000.0-00000-02330-VARIOUS-VARIOUS (01.0 Fund) Apprenticeship To adjust expenditure budget of Apprenticeship.	\$	(338,009)
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00000.0-00000-02330-VARIOUS-VARIOUS (01.0 Fund) Apprenticeship To adjust expenditure budget of Apprenticeship.	\$	<u>96,573</u>
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Total Expenditure Budget	\$	<u><u>(241,436)</u></u>
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BUSINESS EDUC/HUMANITIES/SS

Full-Time Instructors

Name	Discipline	Salary Placement
Abbruzzese Mark	Anthropology	C9
Bellas Monica	Anthropology	F13
Collins John	Administration of Justice	E14
Duff Kimberley	Psychology	F13
Falcon Dennis	Political Science	E14
Fernandez Walter	History	E18
Haas John	History	F14
Haynes Doug	Administration of Justice	E26
Holzgang Amy	Sociology	F13
Keenan Diane	Economics	E30
Lewellen Michalle	Psychology	B10
Mullins Terrance	Political Science	B3
Namala Solomon	Economics	F13
Obasohan Victor	Political Science	C11
Obazuaye Sunday	Political Science	F9
Oliver Susan	History	F14
Pirtle Dianne	Sociology	B10
Rigby Jeff	Anthropology	E18
Ronquillo-Adachi Jaclyn	Psychology	F4
Stolze Ted	Philosophy	F10
Torres-Bower Ana	Philosophy	E22
Troup Jacquelyn	Sociology	E18
Van De Mortel Joseph	Philosophy	E14
Alenikov Teresa	Accounting/Finance	E14
Balmages Mary	Court Reporting	E22
Brady Mary Ellen	Real Estate	E14
Farina Michael	Accounting/Finance	E26
Fronke Mark	Accounting/Finance	E26
Livingston Robert	Business Administration	F18
Moloney Peter	Accounting/Finance	E18
Morgan Vykki	Court Reporting	E26
Moriarty Cynthia	Business Administration	E26
Pribble Mary	Paralegal Education	F30
Ramos Gerardo	Business Administration	B4
Schmidt Debra	Accounting/Finance	C11
Sharp Mageya	Business Computerized Office Tech	E30
Soden Barbara	Business Computerized Office Tech	E26

HEALTH OCCUPATIONS

Full-Time Instructors

Name		Discipline	Salary Placement
Brooks	Kelli	Nursing	E14
Carroll	Dani	Dental Hygiene	E18
Casas	Ralph	Pharmacy	F22
Cooke	Melodie	Nursing	E12
Gradin	Susan	Child Development	E14
Krayer	Adelle	Dental Hygiene	E18
Loera	Diane	Dental Hygiene	E14
Makarem	Nasiba	Pharmacy	F10
Natividad	Rachel	Nursing	E14
Ninomiya	Kathy	Dental Hygiene	E26
Orozco	Rebecca	Nursing	E13
Wedell	Donna	Dental Hygiene	E14

Part-Time Instructors

Name		Discipline	Salary Placement	
Brabender	Marcelene	Dental Hygiene	B5	60.33
Feist	Astrid	Child Development	A4	57.46
Medina	Ceci	Child Development	B5	60.33
Munoz	Elizabeth	Dental Hygiene	A2	51.71
Nguyen	Ann	Dental Hygiene	B4	57.46
Silva	May	Child Development	B5	60.33

LIBERAL ARTS

Full-Time Instructors

Name		Discipline	Salary Placement
Alvarez	Lydia	English	B10
Arce	Carlos	Foreign Language	E30
Ashe	Suzanne	English	E26
Belroy	Barbara	Reading	E14
Burns	Marla	English	E22
Cabuto	Froylan	Foreign Language	D12
Cagnolatti	Damon	English	B3
Carney	Danielle	English	E13
Codd	Geraldine	Reading	E18
Coulter	Lucia	ESL	D12
Florescu	Mihaela	Foreign Language	F18
Gaik	Frank	English	F22
Gonzales	Joana Mootz	English	E14
Havice	Sally	English	D12
Helberg	Bonnie	Reading	D12

LIBERAL ARTS (Cont)

Full-Time Instructors

Name		Discipline	Salary Placement
Higgins	Kolleen	English	C3
Hoppe-Nagao	Angela	Speech	E14
Hu	Philip	English	E14
Juntilla	Timothy	English	D12
Kayser	Lance	English	E8
Lavariere	Cynthia	Speech	F13
Lovejoy	Nicole	English	B3
Medina-Valin	Niurka	Foreign Language	F26
Miller	Alice	Reading	D12
Mixson	Frank	English	F14
Paige	Matthew	Reading	E22
Palumbo	Linda	English	F26
Potter	Ingeborg	Foreign Language	E30
Rosenfeld	Kimberly	Speech	E14
Shah-Williams	Nishi	English	C10
Stiles	Lynn	English	E22
Sparks	William	Speech	D12
Sugihara-Cheetham	Joann	ESL	E13
Swanson	John	English	E18
Whitson	Beverly	English	E26

Part-Time Instructors

Name		Discipline	Salary Placement	Rate
Berry	Pat	ESL	B5	60.33
Dongell	Robert	English	B5	60.33
Fischer	Anna	ESL	B5	60.33
Hanniff	Brooke	Speech	B5	60.33
Kane	John	Reading	B5	60.33
Michelotti	Andrea	Foreign Language	B5	60.33
Rios	Rebecca	English	A2	51.71

PE/ATHLETICS

Part-Time Instructors

Name		Discipline	Salary Placement	Rate
Alvillar	Andrew	Athletics	B2	51.71
Chan	Judy	Athletics	B5	60.33
Christianson	Bryce	Athletics	A1	48.83
Davidson	Rebekah	Dance	A4	57.46
Gonzalez	Ruben	Athletics	B5	60.33

PE/ATHLETICS (Cont)

Part-Time Instructors

Name		Discipline	Salary	
			Placement	Rate
Gould	Eric	Athletics	A4	57.46
Nakao	Gary	Athletics	B5	60.33
Ortiz	Tito	Physical Education	B5	60.33
Raniewicz	Trisha	Athletics	A4	57.46
Richardson	Christopher	Athletics	A1	48.83
Sweet	Beverly	Athletics	B5	60.33
Toal	Shane	Athletics	A3	54.60
Velazquez	Teresa	Athletics	B5	60.33

SCIENCE, ENGINEERING & MATHEMATICS

Part-Time Instructors

Name		Discipline	Salary	
			Placement	Rate
Harris	Linda	Biology	B5	60.33
Hugenberger	Scott	Physics	B5	60.33
Mera	Carlos	Physics	B5	60.33
Valcarcel	Anna	Biology	B2	51.71
Walther	Robert	Biology	B5	60.33

TECHNOLOGY

Full-Time Instructors

Name		Discipline	Salary	
			Placement	
Baron	Tony	Automotive Mechanical Repair	E30	
Bender	Jon	Automotive Mechanical Repair	E30	
Fortner	Tony	Woodworking	E22	
Glick	Leonard	Automotive Mechanical Repair	E14	
Hiranandani	Jayananda	Engineering Design Technology	E26	
Medina	Michael	Welding	D10	
Motruk	Nina	Cosmetology	E18	
Novinski	Pat	Cosmetology	E18	
Pacheco	Rupert	Welding	E14	
Price	Terry	Plastics Mfg Technology	E30	
Robertson	Charles	Automotive Collision Repair	E26	
Rother	Edward	Architecture	F30	
Smith	Felicia	Cosmetology	E14	
Stammerjohn	Carl	Woodworking	E12	
Tait	Mark	Welding	E14	
Taylor	Kevin	Automotive Mechanical Repair	E22	

TECHNOLOGY

Part-Time Instructors

Name		Discipline	Salary Placement	Rate
Aguirre	Anna	Cosmetology	A4	57.46
Barnes	James	Machine Tool Technology	B3	54.60
Bettencourt	Madeline	Cosmetology	A3	54.60
Cruz	Caroline	Cosmetology	A1	48.83
Deseo	Ralph	Cosmetology	B1	48.83
Ferre	Brian	Automotive Collision Repair	B5	60.33
Gardner	Patricia	Cosmetology	A1	48.83
Gonzales	David	Machine Tool Technology	A1	48.83
Hutchison	Phil	Automotive Collision Repair	B5	60.33
Krause	Peter	Woodworking	B5	60.33
Long	Jusith	Cosmetology	A1	48.83
Moraga	Pete	Engineering Design Technology	B5	60.33
O'Farrell	Fergus	Plastics	A5	60.33
Rock	Eugene	Cosmetology	B5	60.33
Salazar	Yvonne	Cosmetology	A1	48.83
Sanchez	Carlos	Woodworking	B5	60.33

STUDENT SERVICES

Part-Time Counselors

Name		Discipline	Salary Placement	Rate
Castro	Griselda	Adult Education	C2	43.10
Kim	Jong-Wha	CalWORKs	C2	43.10
Mendoza	Myrna	Adult Education	C2	43.10
Pizer	Janis	CalWORKs	C2	43.10

FACULTY HOURLY - COMMUNITY, INDUSTRY & TECHNOLOGY EDUCATION

Full-Time Instructors

Name		Assignment	Salary Placement	Rate
Robles	Marta	Adult Education	E10	

Part-Time Instructors

Name		Discipline	Salary Placement	Rate
Barrera De Contreras	Gabriela	Adult Education	B5	60.33
Cardona	Rudy	Adult Education	B5	60.33
Chavez De Vasquez	Ana	Adult Education	A1	48.83
Chen	Lourdes	Adult Education	B5	60.33
Esquer	Joe	Apprenticeship	B5	60.33
Ferguson	Dennis	Adult Education	B5	60.33

FACULTY HOURLY - COMMUNITY, INDUSTRY & TECHNOLOGY EDUCATION (Cont)

Part-Time Instructors

Name			Discipline	Salary Placement	
Gonzalez	Gilda		Adult Education	B5	60.33
Jones	Anthony		Apprenticeship	A1	48.83
La Valle	Fredrick		Adult Education	B5	60.33
Leguizamon-Tunnell	Claudia		Adult Education	A1	48.83
Lopez	Alejandro		Adult Education	B3	54.60
Mondaca	Frances		Adult Education	B5	60.33
Nava	Doloes		Adult Education	B5	60.33
Nunez	Maria		Adult Education	B5	60.33
Nunez	Norberto		Adult Education	B1	48.83
Pedroza	Art		Apprenticeship	A3	54.60
Perez	Carlos		Adult Education	B1	48.83
Ramos	Maria		Adult Education	B1	48.83
Rios	Hugo		Adult Education	A2	51.71
Salaam	Shirely		Adult Education	B5	60.33
Sanchez	Marisol		Adult Education	A2	51.71
Sanchez	Sandra		Adult Education	B5	60.33
Tucker	Jazmine		Adult Education	B5	60.33
Villar	Sergio		Adult Education	B5	60.33

LIBRARIAN

Part-Time Librarians

Name			Discipline	Salary Placement	Rate
Augugliaro	Mary		Library	L1	40.23
Liong	Jocelle		Library	L2	43.10
Mitchell	Valencia		Library	L2	43.10
Owen	Margaret		Library	L2	43.10
Reeve	Mellanie		Library	L1	40.23
Russell	Bruce		Library	L2	43.10
Siddigi	Catherine		Library	L2	43.10
Vogel	Karen		Library	L2	43.10

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

SHORT-TERM HOURLY EMPLOYMENT (AS NEEDED), VARIABLE HOURS PER DAY & DAYS PER WEEK, FOR A PERIOD NOT TO EXCEED JUNE 30, 2012 OR 175 TOTAL WORKDAYS, WHICHEVER OCCURS FIRST

Lewis, Phillisha**	Aide General (Traffic Control Officer)	\$8.00/hr	04/16/12
Omorojle, Helen*	Aide-Special (Special Ed. Aide)	\$8.00/hr	02/01/12
Johnson, Molly*	Typist Clerk	\$8.64/hr	04/16/12
Coronado, Yidegar Zuniga*	Outreach Worker	\$9.07/hr	03/25/12
Agramon, Leah	Instructional Aide 1	\$9.56/hr (1)	04/10/12
Lim, Roger	"	"	08/01/12
Vargas, Adriana*	"	"	04/12/12
Yanez, Janet	"	"	02/25/12
Hinkle, Rebecca	Intermediate Typist Clerk	\$9.56/hr	04/16/12
Lay, Phally*	Secretary Clerk	\$10.53/hr	04/25/12
Cruz, Christian	Instructional Aide II	\$12.81/hr	02/25/12
Terrazas, Alexander	"	"	02/01/12
Lawton, Brandie**	Music Library Assistant	\$12.81/hr	04/25/12
Gardner, Marisa	Student Affairs Assistant	\$13.79/hr	04/25/12
Montoya, Henry	Welder	\$13.79/hr	04/10/12
Bleak, Paul**	Vocational Education and Special Projects Assistant	\$16.41/hr	03/25/12
Romero, Gustavo*	Community Education Assistant	\$29.15/hr	05/01/12
De Sevilla, Angel*	Project Specialist (Technical) Level II	\$100.00/hr	05/01/12


* Categorically Funded


** Specially Funded

Presented to the Board of Trustees 5/16/12

CERRITOS COLLEGE

TO: Board of Trustees

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

PREPARED BY: Victor Collins, Interim Vice President HR/Assistant Superintendent 

DATE: May 16, 2012

SUBJECT: Consideration of Approval of Administrator's Request to Retreat to the Classroom

RECOMMENDATION

It is recommended that the Board of Trustees approve the request of Dr. Connie Mayfield, Dean of Instruction, Fine Arts & Communication, request to become a first-year probationary faculty member effective August 20, 2012. Dr. Mayfield will be assigned to teach a full-time faculty schedule within the Music discipline of the Fine Arts & Communication Division.

OVERVIEW

The attached communications include (1) the written request submitted to the Cerritos College administration; (2) the District notice to the Faculty Senate indicating that the Board of Trustees will rely "primarily upon the advice and judgment of the academic senate to determine" that Dr. Mayfield "possesses the minimum qualifications for employment as a faculty member" for the District; and (3) Faculty Senate communication confirming that Dr. Mayfield does possess the minimum qualifications for employment. The Faculty Senate retains the right to provide written or verbal information regarding Dr. Mayfield's possession of the minimum qualifications to the Board of Trustees before the Board makes a determination on this matter (Ed Code Section 87458).

ANALYSIS

California Education Code 87458 authorizes an educational administrator "who has not previously acquired tenures status as a faculty member...to become a first-year probationary faculty member" if four criteria are met: (1) the "Board relies primarily upon the advice and judgment of the academic senate to determine that the administrator possesses the minimum qualifications for employment as a faculty member"; (2) the administrator has completed two years of satisfactory service to the District; (3) the administrator assignment is not being terminated for cause; and, (4) the administrator has provided service to the District on or after July 1, 1990.

Dr. Mayfield submitted her voluntary request to become a first-year probationary faculty member on May 1, 2012. The District Human Resources Department communicated with the Faculty Senate on May 4, 2012 providing notification of the written request submitted by Dr. Mayfield and requested a determination of her qualifications for employment as a faculty member (the advice and judgment authority). On May 4, 2012 the Faculty Senate President (Debra Moore) and the Co-chairs of the Senate Hiring Standards Committee (Carlos Arce and Liz Page) provided confirmation of the Senate review and the determination to "affirm that Dr. Connie Mayfield... possesses the minimum qualifications to teach in the discipline of Music."

FINANCIAL IMPLICATIONS

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

Attachments

87458. A person employed in an administrative position that is not part of the classified service, who has not previously acquired tenured status as a faculty member in the same district and who is not under contract in a program or project to perform services conducted under contract with public or private agencies, or in other categorically funded projects of indeterminate duration, shall have the right to become a first-year probationary faculty member once his or her administrative assignment expires or is terminated if all of the following apply:

(a) The process by which the governing board reaches the determination shall be developed and agreed upon jointly by representatives of the governing board and the academic senate, and approved by the governing board. The agreed upon process shall include reasonable procedures to ensure that the governing board relies primarily upon the advice and judgment of the academic senate to determine that the administrator possesses the minimum qualifications for employment as a faculty member. The process shall further require that the governing board provide the academic senate with an opportunity to present its views to the governing board before the board makes a determination and that the written record of the decision, including the views of the academic senate, shall be available for review pursuant to Section 87358.

(b) Until a joint agreement is reached pursuant to subdivision (a), the district process in existence on January 1, 1989, shall remain in effect.

(c) The administrator has completed at least two years of satisfactory service, including any time previously served as a faculty member, in the district.

(d) The termination of the administrative assignment is for any reason other than dismissal for cause.

(e) This section shall apply to every educational administrator whose first day of paid service in the district as a faculty member or an administrator is on or after July 1, 1990.

May 1, 2012

Dr. Linda Lacy
President/Superintendent
Cerritos College
11110 Alondra Blvd.
Norwalk, CA 90650

Dear Dr. Lacy:

This letter serves as my formal request to be reassigned from my current position as Instructional Dean of the Fine Arts & Communications Division to a full-time teaching position in the Music Department. I request that this reassignment become effective at the beginning of the Fall Semester, August 20, 2012.

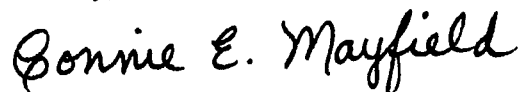
This request is primarily motivated by health reasons. Although I have truly enjoyed and been enriched by my time as a Dean at Cerritos College, the stress of the position has negatively impacted my health for the past several years. In particular, I have developed a stress-related retina condition that has caused me to lose a portion of the eyesight in my right eye. I hope that by reducing the stress in my life, I will be able to avoid any further loss of eyesight and mitigate other health problems.

Because of the recently announced retirement of Music Department faculty member, Dr. David Nelson, I have been prompted to make my request. Dr. Nelson has primarily taught music theory and music fundamentals, which is also my academic specialty. My transition to a faculty position would allow me to teach most of the same classes that Dr. Nelson did. I have had preliminary discussions with the music faculty on the prospect of taking Dr. Nelson's position, and they are in support of this transition. In addition, I have mentioned my potential reassignment to Debra Moore, Faculty Senate President.

My commitment to Cerritos College remains unwavering. The seven years that I have served as a Dean have been the most rewarding of my career. I see my potential reassignment to the classroom as an opportunity to continue contributing to the college and its students, but in a different capacity than my current one. In addition, my knowledge and experience will still be available to the District and to the Fine Arts & Communications Division. I will be available to serve as a mentor and a resource to the college, the division, and to the future interim and/or permanent Dean of the Fine Arts & Communications Division.

Thank you for your consideration of this request.

Sincerely,



Connie Mayfield, Ph.D.

000246



Cerritos College

TO: Debra Moore
President, Faculty Senate

FROM: Victor R. Collins
Interim Vice President of Human Resources

DATE: May 4, 2012

RE: Administrator Retreat To Faculty Status

Recently Dr. Linda Lacy, President-Superintendent of Cerritos College, received a written request from Dr. Connie Mayfield to exercise her administrative "retreat rights" under California Education Code Section 87458 to become a faculty member of the Fine Arts Department effective August 20, 2012, the first day of the 2012-13 academic year. Prior to Board of Trustee action on reassignment of an administrator to a faculty position, it "must rely primarily upon the advice and judgment of the academic senate to determine that the administrator possesses the minimum qualifications for employment as a faculty member" (in this situation as a faculty member within the Music discipline). The Faculty Senate must also be provided "an opportunity to present its views to the governing board" on Dr. Mayfield's minimum qualifications before the board makes a determination on her "retreat rights" request.

The preceding quotes are from California Education Code Section 87458, applicable to Dr. Mayfield's request is being considered. That Section states:

A person employed in an administrative position...who has not previously acquired tenured status as a faculty member in the same district...shall have the right to become a first-year probationary faculty member once his or her administrative assignment expires...if all of the following apply:

- (a)...reasonable procedures to ensure that the governing board relies primarily upon the advice and judgment of the academic senate to determine that the administrator possesses the minimum qualifications for employment as a faculty member...
- (b) (in this situation)...the district process in existence on January 1, 1989, shall remain in effect.
- c) The administrator has completed at least two years of satisfactory service...in the district.
- (d) The termination of the administrative assignment is for any reason other than dismissal for cause.
- (e) This section shall apply to every educational administrator whose first day of paid service in the district as a faculty member or an administrator is on or after July 1, 1990.

According to the January, 2012 Minimum Qualifications standards for employment in the California Community Colleges, the Music discipline requirements are: Master's degree in Music **OR** bachelor degree in music **AND** a master's degree in humanities **OR** the equivalent.

Cerritos Community College District

11110 Alondra Blvd., Norwalk • CA 90650 • 562.860.2451 • Fax 562.467.5005 • www.cerritos.edu

000247

Based upon the assessment of the Human Resources Department, Dr. Mayfield meets the criteria of California Education Code Section 87458 and she understands and acknowledges that she will become a first-year, non-tenured faculty member on August 20, 2012. She also understands that is subject to the faculty evaluation process as a non-tenured faculty member with continued employment contracts comparable to other first year faculty members hired for the 2012-2013 academic year.

Dr. Mayfield was hired by Cerritos College on July 6, 2005 as the Instructional Dean of Fine Arts and Communications. She currently holds a Ph.D. in Music Fundamentals from the University of Kansas (May, 1993); a Master's in Music from the University of Missouri-Kansas City (July, 1981); and, a Bachelor of Music from Southwest Baptist University (May, 1979). In addition to her administrative assignments, Dr. Mayfield has continued to teach a course in Music Theory here at Cerritos College. In addition she has published a college textbook on music theory (*Theory Essentials*) that is well regarded and used as a course text in approximately 50 colleges and universities throughout the United States. A second edition will be published in the immediate future. Such educational and experience background reaffirm Dr. Mayfield's qualifications, competency and current knowledge of teaching within the Music Department

In order to expedite the process before Board of Trustee meeting of May 16, 2012, I have enclosed the following: (1) a full copy of California Education Code Section 87458; (2.) a copy of Dr. Mayfield's educational transcripts currently on file with the Human Resources Department to assist in the Faculty Senate's assessment to determine if Dr. Mayfield "possesses the minimum qualifications for employment" as a Music Department faculty member; and (3) a form developed for the use of the Faculty Senate to convey the results of its assessment of Dr. Mayfield's possession of the requisite minimum qualifications. I respectfully request that the Senate perform the review to determine if Dr. Mayfield's meets the requirements to serve as a Music Department Faculty by Thursday, May 10, 2012 by returning the enclosed form to me in the Human Resources Department.

In addition to the determination of the Faculty Senate on Dr. Mayfield's possession of the minimum qualifications as a Music faculty member, you may also provide additional narrative comments on the enclosed form; in the alternative, the Faculty Senate can submit narrative comments to Dr. Lacy for transmittal to the Board of Trustees prior to the May 16, 2012 regular meeting or provide verbal comments to the Board of Trustees during the meeting--prior to action of the Board on Personnel Items.

I apologize for the formality of this communication. However, California Education Code 87458 also stipulates that "the written record of the decision, including the views of the academic senate, shall be available for review pursuant Section 87358" which would apply if an accreditation team elects to review this action. Therefore, it is my intent to have the decision and related communications/documentation included in the permanent personnel file of Dr. Mayfield as well as appropriate files within the Human Resources Department.

Thank you for assisting in this matter. If you have any questions or need additional information, please do not hesitate to communicate with me.



Faculty Senate

To: Victor Collins, Interim, Vice President of Human Resources
From: Faculty Senate
RE: Connie Mayfield's teaching qualifications

May 4, 2012

Dear Mr. Collins,

We have reviewed Dr. Connie Mayfield's academic transcripts. In accordance with Board Policy 7250, we affirm that Dr. Connie Mayfield, Dean of Fine Arts and Communication, possesses the minimum qualifications to teach in the discipline of Music at Cerritos College.

Sincerely,

Debra L. Moore
Faculty Senate President

Carlos Arce
Co-Chair, Hiring Standards Committee

Liz Page
Co-Chair, Hiring Standards Committee

RECEIVED
HUMAN RESOURCES
CERRITOS COLLEGE
2012 MAY -5 A 2:24

Cerritos College Faculty Senate

The Faculty Senate has reviewed the written request of the District Human Resources Department dated May 3, 2012 to determine if Dr. Connie Mayfield possesses the minimum qualifications to become a first-year probationary faculty member of the Music discipline effective August 20, 2012, the first day of the 2012-2013. As prescribed by California Education Code Section 87458, the Board of Trustees shall rely primarily upon "the advice and judgment of the academic senate to determine that the administrator (Dr. Mayfield) possesses the minimum qualifications for employment as a faculty member" in Music.

In addition to being provided an opportunity to submit written comments regarding those qualifications on this form, the Faculty Senate retains the authority to provide written comments to Dr. Linda Lacy, President-Superintendent, or to provide verbal comments to the Board of Trustees prior to it taking action during the May 16, 2012 regular session.

Having reviewed the educational transcripts of Dr. Mayfield, the Faculty Senate has determined that she

 ✓

Meets the January, 2012 Minimum Standards requirements for the Music Discipline.

Does not meet the January, 2012 Minimum Standards requirements for the Music Discipline, but may apply to meet such standards through the District equivalency process.

Does not meet the January, 2012 Minimum Standards requirements for the Music Discipline.

Signed this 4 day of May, 2012

Debra Moore

Debra Moore
President, Faculty Senate

Cerritos College
2012-2013 Work Calendar

July, 2012						
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Holidays	
Jul 4	Independence Day
Sep 3	Labor Day
Nov 12	Veteran's Day
Nov 22	Thanksgiving Day
Nov 23	Board Approved Holiday (In Lieu of Admission Day)
Dec 24	Board Approved Holiday
Dec 25	Christmas Day (Observance)
Dec 26	Board Approved Holiday
Dec 27	Board Approved Holiday
Dec 28	Board Approved Holiday
Dec 31	Board Approved Holiday
Jan 1	New Year's Day (Observance)
Jan 21	Martin Luther King, Jr. Day
Feb 15	Lincoln Day (Observance)
Feb 18	Washington Day
Mar 29	Board Approved Holiday (Friday of Spring Break)
May 27	Memorial Day

Adopted by the Board of Trustees
***/2012



*Board Approved Holiday

CERRITOS COMMUNITY COLLEGE DISTRICT
MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
JUNE 13, 2012

- I. CALL TO ORDER The meeting was called to order at 4:00 p.m. by Mr. Bob Arthur, Board President. Those present were Mr. Bob Arthur, Dr. Tina Cho, Dr. Ted Edmiston, Dr. Bob Hughlett, Mr. Tom Jackson, Dr. Shin Liu, Ms. Jean McHatton and Mr. Jason Macias, Student Trustee. Others present were the President/Superintendent, Interim Vice President of Academic Affairs, 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. Macias.
- III. APPROVAL OF MINUTES A. It was moved by Dr. Edmiston and seconded by Ms. McHatton to approve the revised minutes of the regular meeting of May 16, 2012. The vote for approval was unanimous (student advisory vote: aye).
- IV. INSTITUTIONAL PRESENTATIONS A. Mr. Arthur administered the Oath of Office to incoming Student Member Jason Macias, who will serve through June 2013.
- V. PUBLIC PRESENTATIONS A group of students, staff and community members urged the Board to maintain the WPMD radio station at Cerritos College. They shared many success stories from the department and stressed the importance of WPMD, which provides national and international exposure for the college.
Tito Benavides, Autumn Vanderlinden, Juan Lopez, Raymond Delatorre, Gildardo Aquino, Casey Piorkowski and Adain Cruz
- VI. CONSENT AGENDA It was moved by Dr. Hughlett and seconded by Dr. Edmiston to approve the consent agenda and addendum. Dr. Cho requested that Item T. be held for separate consideration. The vote for approval and/or ratification of the following items was unanimous (student advisory vote: aye):
- T. It was moved by Dr. Hughlett and seconded by Dr. Edmiston to approve the Reorganization of Student Services, as attached. Dr. Cho stated that she is concerned with the direction of the college and added that managers should be compensated for an additional workload. Dr. Lacy and Mr. Collins both indicated that the level of responsibility is unchanged and the volume does not necessitate an increase in salary. Dr. Lacy stated that services to students will remain unchanged. The roll call vote for approval was 6-1-0; Dr. Cho voted nay (student advisory vote: aye).
- A. Acceptance of Gifts, as attached.
- B. Resolution No. 12-12, Order of Biennial Governing Board Member Elections, as attached.
- C. New Course Offerings, as attached.
- D. HSI-STEM Grant Mathematics Faculty Development Stipends, as attached.
- E. HSI-STEM Grant Supplemental Instruction Faculty Stipends, as attached.

- F. Agreement with El Camino College to be a Subgrantee on the SB 70 Career Technical Educational Community Collaborative Grant V, as attached.
- G. Agreement with El Camino College to be a Subgrantee on the Workforce Innovation Partnership Grant, as attached.
- H. Resolution #12-07 to authorize Temporary Interfund Cash Borrowing for the District for Fiscal Year 2012-2013, as attached.
- I. Resolution #12-09 District Appropriations Limit for 2012-13 per Article XIII-B of the California Constitution (GANN LIMIT) , as attached.
- J. Authorize the Los Angeles County Superintendent of Schools to Make Budget Appropriation Transfers as Needed at the Close of the School Year 2011-12 per Education Code 85201
- K. Quarterly Fiscal Status Report for the Quarter Ending March 31, 2012, as attached.
- L. Budget Extensions and Budget Transfers, as attached.

M. **Contracts:**

Services

AMENDMENT

1. Pioneer Medical Group

Medical Services for Student Health Center

Student Health Services

To continue to provide a qualified physician to perform and oversee medical services at the Student Health Center. The time period will be extended to June 30, 2014. Total cost is an amount not to exceed \$30,000. Funding for the contract will come from Student Health Services.

Services

RENEWAL

2. Law Office of Margaret A. Chidester & Associates

Legal Services

Business Services

To provide legal services as requested by the District. For period July 1, 2012 through June 30, 2013. Total cost will be based on the following rates: Senior Attorneys – \$235 per hour; Other Attorneys – \$225 per hour; and Law Clerks – \$95 per hour. Funding will come from the general fund.

3. Law Offices of Dannis Woliver Kelley

Legal Services

Business Services

To renew an agreement with Dannis Woliver and Kelley to provide legal services as requested by the District. For period July 1, 2012 through June 30, 2013. Total cost will be based on the following rates: Shareholders and Special Counsel – \$225 to \$300 per hour; Associates – \$185 to \$225 per hour; and Paralegals and Law Clerks – \$120 to \$140 per hour. Funding will come primarily from the GO Bond fund.

- N. Resignation(s) Accepted by the President/Superintendent, as follows:

Tania Zogheib, CDC Instructional Associate (Child Development Center), effective May 19, 2012

Dr. Susan Oliver, Professor (History Department), effective August 10, 2012

- O. Employment of 2012 Summer Session Faculty Personnel, as attached.

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

Added by addendum:

Student Affairs Technician @31-3 (\$3,708.00 per month) effective July 1, 2012: Veronica Castro (Financial Aid)

Financial Aid Specialist @36-2 (\$3,979.00 per month) effective July 1, 2012: Lizette Gonzalez (Financial Aid)

- Q. Employment of Full-Time, First-Year Contract Probationary Faculty Employee(s):

Bartikofsky, Irving, Disabled Student Programs and Services (DSPS) Disability Specialist/Instructor, @ E-3 (\$72,988.80/annual), 12-School Month Contract, effective July 1, 2012

Beyene, Aemiro, Instructor (Mathematics), @ B-3 (\$53,072.00/annual), 10-School Month Contract, effective August 20, 2012

Danielo, Ja'net, Instructor (English), @ C-3 (\$55,656.00/annual). 10-School Month Contract, effective August 20, 2012

McCance, Ian, Instructor (Mathematics), @ B-3 (\$53,072.00/annual), 10-School Month Contract, effective August 20, 2012

Micic, Miodrag, Instructor (Engineering Technology), @ F-3 (\$63,408.00/annual), 10-School Month Contract, effective August 20, 2012

- R. Continuation of Employment of Temporary Full-Time Academic Administrator(s):

Malig, Jannet, Director of the Advanced Transportation Technologies Project, @ Management & Confidential Employees Salary Schedule Grade 29, Step 6 (\$8,092.00/monthly), contingent upon continued categorical funding and generated revenue, effective July 1, 2012, for a period not to exceed June 30, 2013

Tafoya, Yvette, Extended Opportunities, Programs and Services (EOPS) Assistant Director, @ Management & Confidential Employees Salary Schedule Grade 32, Step 2 (\$7,832.00/monthly), contingent upon continued categorical funding and continued Title 5 requirements, effective July 1, 2012, for a period not to exceed June 30, 2013

- S. Unpaid Leave of Absence, as follows:

George Jarrett, Assistant Professor (History Department), for the period August 20, 2012 through May 24, 2013

VII. ADMINISTRATIVE MATTERS

- T. This item was considered separately.
- A. As information, the Board book contained the Citizens' Bond Oversight Committee Chair's Report to the Board of Trustees per Committee Bylaws, Section 3.3 (a) and (b).
- B. It was moved by Dr. Hughlett and seconded by Mr. Jackson to adopt Board Policy 3501 – Campus Security and Access and Board Policy 5510 – Off-Campus Activities and Organizations, as attached. The vote for approval was unanimous (student advisory vote: aye).
- C. It was moved by Dr. Hughlett and seconded by Ms. McHatton to adopt Additions/Revisions to Board Policy 3505 – Emergency Response Plan, Board Policy 4020 – Instructional Programs and Curriculum, Board Policy 5010 – Admissions and Concurrent Enrollment, Board Policy 5130 – Financial Aid, and Board Policy 7130 – Compensation, as attached. The vote for approval was unanimous (student advisory vote: aye).
- D. Mr. El Fattal made a presentation on the 2012-13 proposed tentative budget. After much discussion and questions from the Board, Mr. Arthur thanked him for the presentation.
- E. It was moved by Dr. Hughlett and seconded by Ms. McHatton to approve the Tentative Budget for the 2012-13 Fiscal Year, as attached. The vote for approval was unanimous.
- F. Mr. Arthur requested that the discussion of the Board Self-Evaluation be placed on the agenda for the June 27 regular meeting so that board members have time to review the survey results.

VIII. REPORTS

- A. Board of Trustees
Mr. Macias stated that ASCC plans to go paperless and added that students are starting a recycling program this year. He reiterated the concerns presented by students regarding the Director of Student Activities.
- B. Faculty and Staff Leadership
- C. President/Superintendent and Vice Presidents
Dr. Johnson stated that the Financial Aid department continues to experience high volume and added that they have been working hard for the students.

Dr. Brock stated that due to high demand, we have less courses this summer but more students.

Dr. Lacy stated that the Strategic Planning Retreat was attended by over 80 employees and it was a productive event.

- IX. CLOSED SESSION The Board adjourned to closed session at 5:14 p.m.
- X. RECONVENE The Board reconvened at 6:18 p.m.
- Read Out Dr. Hughlett reported that in closed session the Board of Trustees approved the employment of Mark Logan as Director of Purchasing on Grade 29, Step 8 of the Management and Confidential Salary Schedule (\$8,8640.00 per month), effective July 1, 2012. The vote for approval was unanimous.
- Read Out Dr. Hughlett reported that in closed session the Board conducted and concluded its prescribed annual evaluation of Dr. Lacy for the performance of her prescribed duties and responsibilities. The Board rated Dr. Lacy's performance as "exceeds standards" and therefore have approved the following actions:
1. The extension of Dr. Lacy's employment agreement for an additional year, thereby extending its current expiration date until June 30, 2015; and
 2. If the president should give notice of retirement within the period of this agreement, the District shall purchase one additional year of CalSTRS nonqualified service credit for the President/Superintendent as allowed by law. It is understood that this purchase needs to occur while the President/Superintendent is still employed by the District.
- The vote for approval was unanimous.
- XI. ADJOURNMENT The Board adjourned at 6:19 p.m.
- XII. NEXT REGULAR MEETING The next regular meeting of the Board of Trustees is scheduled for Wednesday, June 27, 2012 at 6:00 p.m.



Bob Arthur, Board President



Dr. Bob Hughlett, Board Secretary

CERRITOS COLLEGE

TO: Board of Trustees
FROM: Dr. Linda L. Lacy, President/Superintendent *DLF*
REVIEWED BY: Mr. David El Fattal, Vice President of Business Services *DLF*
PREPARED BY: Inez Pineda-Ruelas, Interim Director of Purchasing
DATE: June 13, 2012
SUBJECT: **Consideration of Acceptance of Gifts**

RECOMMENDATION

It is recommended that the gifts below be accepted on behalf of the College.

ANALYSIS

The following items have been received by the College as a donation:

For use in the Instructional Media Services area:

- Two Edge Highboy Video Conferencing Carts, Model #HB-3755, Vaddio Part #799-1000-001

Donated by: Vaddio
9433 Science Center Drive
New Hope, MN 55428

The estimated value of the above items is \$2,500.00.

FINANCIAL IMPLICATIONS:

The cost to the District will be a freight charge of \$173.32. Funding will come from Student Success.

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

RESOLUTION ORDERING GOVERNING BOARD MEMBER ELECTION

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

SPECIFICATIONS OF THE ELECTION ORDER

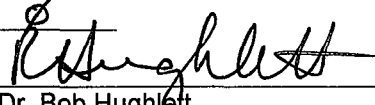
The election shall be held on Tuesday, November 6, 2012. The polling hours shall be from 7:00 a.m. to 8:00 p.m.

The purpose of the election is to submit to the voters of the district the question of whether five (5) members shall be elected to the Governing Board of the **Cerritos Community College District**.

The Los Angeles County Registrar-Recorder/County Clerk (Registrar-Recorder) will perform all the duties incident to the preparation for and holding of the above-mentioned election. The **Cerritos Community College District** will pay the costs of the election. If any agency holds an election on November 6, 2012, the **Cerritos Community College District** shall pay its pro rata share pertaining to the conduct of this election shall be under the provisions of the appropriate sections of the Education and Election Codes.

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

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

Ayes	<u>7</u>
Nays	<u>0</u>
Absent	<u>0</u>
Signed:	<u></u>
	Dr. Bob Hughlett
	Clerk of the Governing Board

I hereby certify that the foregoing is a full, true, and correct transcript of a resolution duly adopted by the Governing Board named therein at a duly constituted meeting of the said Governing Board held on **June 13, 2012** as it appears upon the minutes of said meeting **June 13, 2012**.

Signed:	<u></u>
	Dr. Bob Hughlett
	Clerk of the Governing Board

REGISTRAR-RECORDER INFORMATION

Public Notice Election Announcement

Listing of two (2) three (3) local newspapers:	<u>Press Telegram</u>
	<u>Los Cerritos Community News</u>
	<u>Downey Patriot</u>

FINE ARTS

Associate in Arts Degree in Art History for Transfer

The Art History Program has created a new Art History transfer degree as part of the SB 1440 legislation passed by the state legislature. This is one of a number of disciplines developing such degrees. In the case of Art History degree will become another option for Art History students. Students completing this degree will complete 21 units in the major area, general education units and any additional units needed to reach 60 units.

CERRITOS COLLEGE

TO: Board of Trustees

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

REVIEWED BY: Dr. Marilyn Brock, Interim Vice President of Academic Affairs

PREPARED BY: Dr. Carolyn Chambers, Dean of Science, Engineering, and Mathematics
(Project Director of HSI-STEM Grant) *Carolyn Chambers*

DATE: June 13, 2012

SUBJECT: **Consideration of Approval of HSI-STEM Grant Mathematics Faculty Development Stipends**

RECOMMENDATION

It is recommended that the Board of Trustees approve payment of HSI-STEM Grant stipends to Scott O'Neil, Angela Conley, Dmitri Budarin, James Byun, Lora Carreon, Lorena Castillo, Graham Chalmers, Mary Clarke, Patty George, Mark Hugen, Johnnie Johnson, Ruben Leon, Jr., Pamela Lewandowski, Thomas Lewandowski, Manuel Lopez, Ian McCance, Mojdeh Nikdel, Gary Sarell, Trinh Thanh, Maria Torres, and Dara Worrel.

The grant was Board approved on December 7, 2011.

OVERVIEW

Cerritos College has received funding from the Department of Education in the amount of \$3,538,847.00 over five years (2011-2016) to improve the rate of degree attainment and university transfer in STEM disciplines (Science, Technology, Engineering, and Math).

The funds from the HSI-STEM Grant are designated to promote academic success in the STEM disciplines and focus on degree completion and university transfer. This will be accomplished through a variety of activities, including a summer bridge program for incoming students, expanded tutoring and supplemental instruction, expanded counseling and career information, support for early math assessment and completion of basic skill courses, personnel and equipment in the Math Success Center, development of stronger university articulation, expansion of research opportunities, and faculty development opportunities.

ANALYSIS

As one component of the faculty development opportunities funded by the grant, stipends will be provided to Math Faculty to participate in a departmental retreat focusing on these topics.

- Directed Learning Activities (DLA) as alternatives to tutoring/and how to encourage wide participation in the Success Center.
- New approaches to math learning and use of new assessment test.
- Increased communication among department , college and students.
- Review courses for re-entry students, role of technology in mathematics , accelerated basic skills courses, and expectations in word problems.

FINANCIAL IMPLICATIONS

It is recommended to approve stipends for the following faculty:

Scott O'Neil	\$ 400.00
Angela Conley	\$ 400.00
Dimitri Budarin	\$ 200.00
James Byun	\$ 200.00
Lora Carreon	\$ 200.00
Lorena Castillo	\$ 200.00
Graham Chalmers	\$ 200.00
Mary Clarke	\$ 200.00
Patty George	\$ 200.00
Mark Hugen	\$ 200.00
Johnnie Johnson	\$ 200.00
Ruben Leon, Jr.	\$ 200.00
Pamela Lewandowski	\$ 200.00
Thomas Lewandowski	\$ 200.00
Manuel Lopez	\$ 200.00
Ian McCance	\$ 200.00
Mojdeh Nikdel	\$ 200.00
Gary Sarell	\$ 200.00
Trinh Thanh	\$ 200.00
Maria Torres	\$ 200.00
Dara Worrell	\$ 200.00
TOTAL	\$4,600.00

The HSI-STEM Grant will be used for these expenditures.

CERRITOS COLLEGE

TO: Board of Trustees

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

REVIEWED BY: Dr. Marilyn Brock, Interim Vice President of Academic Affairs

PREPARED BY: Dr. Carolyn Chambers, Dean of Science, Engineering, and Mathematics (Project Director of HSI-STEM Grant) *Carolyn Chambers*

DATE: June 13, 2012

SUBJECT: **Consideration of Approval of HSI-STEM Grant Supplemental Instruction Faculty Stipends**

RECOMMENDATION

It is recommended that the Board of Trustees approve payment of HSI-STEM Grant stipends to Jeff Bradbury, Susan Fuschetto, Patty George, Gary Johnpeer, Tor Lacy, Carlos Mera, Phuong Nguyen, Linda Waldman, Robert Walther, and Todd White.

The grant was Board approved on December 7, 2011.

OVERVIEW

Cerritos College has received funding from the Department of Education in the amount of \$3,538,847.00 over five years (2011-2016) to improve the rate of degree attainment and university transfer in STEM disciplines (Science, Technology, Engineering, and Math).

The funds from the HSI-STEM Grant are designated to promote academic success in the STEM disciplines and focus on degree completion and university transfer. This will be accomplished through a variety of activities, including a summer bridge program for incoming students, expanded tutoring and supplemental instruction, expanded counseling and career information, support for early math assessment and completion of basic skill courses, personnel and equipment in the Math Success Center, development of stronger university articulation, expansion of research opportunities, and faculty development opportunities.

ANALYSIS

As one component of the network of academic support funded by the grant, stipends will be provided to faculty to engage in weekly hours of supplemental instruction with students enrolled in a variety of science courses, both basic and advanced. Stipends are awarded for the following activities:

- Develop student activities to supplement the course materials, review concepts, discuss laboratory results, provide career information, or test mastery of course material.
- Meet with students to complete student activities listed above and provide additional time to advise students on study skills, time-management or personal challenges.
- Monitor student progress and complete proper documentation through student attendance log and feedback forms.

FINANCIAL IMPLICATIONS

It is recommended to approve stipends for the following faculty:

Jeff Bradbury	(Chemistry 100)	\$ 1,200.00
Susan Fuschetto	(CIS 101)	\$ 1,200.00
Patty George	(Math170)	\$ 1,200.00
Gary Johnpeer	(ESCI 110)	\$ 1,200.00
Tor Lacy	(GEOL 101)	\$ 1,200.00
Carlos Mera	(Physics 101)	\$ 1,200.00
Phuong Nguyen	(CIS 103)	\$ 1,200.00
Linda Waldman	(Chemistry 110)	\$ 1,200.00
Robert Walther	(Microbiology 200)	\$ 1,200.00
Todd White	(Biology 120)	\$ 1,200.00
	TOTAL	\$12,000.00

The HSI-STEM Grant will be used for these expenditures.

CERRITOS COLLEGE

TO: Board of Trustees
FROM: Dr. Linda Lacy, President/Superintendent *LL*
REVIEWED BY: Dr. Marilyn Brock, Interim Vice President of Academic Affairs *MD*
PREPARED BY: Yannick Real, Dean of Technology Division
Maggie Cordero, Director of Pathway Programs
DATE: June 13, 2012
SUBJECT: **Consideration of Approval of an Agreement with El Camino College to be a Subgrantee for \$141,853**

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 V wherein Cerritos College would receive \$141,853 in order to pursue the activities described below. The time period of the agreement will be July 1, 2012 to February 28, 2014.

OVERVIEW

This is the fifth 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 and Project Lead the Way.

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 \$141,853 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 Lacy, President/Superintendent *SLP MB*

REVIEWED BY: Dr. Marilyn Brock, Interim Vice President of Academic Affairs

PREPARED BY: Yannick Real, Dean of Technology Division
Maggie Cordero, Director of Pathway Programs

DATE: June 13, 2012

SUBJECT: **Consideration of Approval of an Agreement with El Camino College to be a Subgrantee for \$72,000 on the Workforce Innovation Partnership Grant**

RECOMMENDATION

It is recommended that the Board of Trustees approve an agreement with El Camino College as part of the Chancellor's Office Workforce Innovation Partnership Grant wherein Cerritos College would receive \$72,000 in order to pursue the activities described below. The time period of the agreement will be July 1, 2012 through February 28, 2014.

OVERVIEW

This is a supplemental to the 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 provide 45 high school students training in Machine Tool Technology with exam preparation and testing in National Institute of Metalworking Skills (NIMS) Level I Machining Certification.

ANALYSIS

This funding enables the college to provide 45 high school juniors and seniors with hands-on exposure to manufacturing and machine tool technology. The program will consist of 80 hours training in Machine Tool Technology leading to certification in National Institute of Metalworking Skills (NIMS) Level I. The grant will include training for the instructor to be a certified NIMS instructor and a preparation class for taking the NIMS exam, and the exam itself. Through this grant the college will be able to continue to assist local school districts in strengthening their career technical programs.

FINANCIAL IMPLICATIONS

Cerritos College is receiving \$72,000 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.

CASH BORROWING RESOLUTION - #12-07

Temporary Inter-fund Cash Borrowing

Cerritos Community College District

WHEREAS, sufficient cash is needed to pay obligations for current operating requirements lawfully incurred in the fiscal year, and;

WHEREAS, temporary transfer of cash between district funds is permitted by Education Code Section 42603, and;

WHEREAS, the following restrictions apply to this authorization:

1. Maximum amount of authorized borrowing: \$ 20,000,000
2. For Fiscal Year; 2012-13
3. Amount Shall not exceed 75 percent of moneys held in any fund.
4. Funds Borrowed shall not be available for appropriation or considered income to the borrowing fund.
5. Borrowing shall occur only when the fund receiving the money will earn sufficient income during the current fiscal year. The amounts borrowed shall be repaid either in the same fiscal year or in the following fiscal year if the borrowing takes place within the final 120 calendar days of a fiscal year

NOW, THEREFORE, BE IT RESOLVED, that the Governing Board of the Cerritos Community College District hereby authorize the borrowing of cash between all of the district funds.

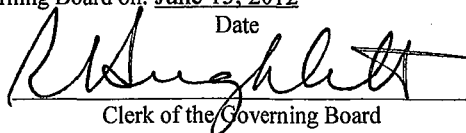
Certification of the Clerk of the Board

The agenda with this item for action was posted as required by law.

This resolution was adopted by the Governing Board on: June 13, 2012

Date

Signature:


Clerk of the Governing Board

CERRITOS COLLEGE

RESOLUTION #12-09

DISTRICT APPROPRIATIONS LIMIT FOR 2012-13

WHEREAS, ARTICLE XIII B OF THE CONSTITUTION OF THE STATE OF CALIFORNIA as approved by the voters in November, 1979 requires the establishment of Appropriations Limit on "Proceeds of Taxes" revenues for public agencies, including community college district, beginning with the Fiscal Year, and

WHEREAS, each district is required to determine and adopt each Appropriations Limit for 2012-13 Fiscal Year, as a legislative act, and

WHEREAS, this community college district's Appropriations Limit have been calculated in accordance with Article XIII B of the State Constitution and Division 9 of Title I of the Government Code.

BE IT THEREFORE RESOLVED, as a legislative act of this governing board, that the purposes of Article XIII B, is to hereby establish this district's "Appropriations Limit" of \$127,104,919 for the 2012-13 Fiscal Year.

DATE: June 13, 2012

MOTION: _____

SECOND: _____



**CLERK OF THE GOVERNING BOARD
CERRITOS COMMUNITY COLLEGE BOARD OF TRUSTEES**

CALIFORNIA COMMUNITY COLLEGES
GANN LIMIT WORKSHEET
2012-13

DISTRICT NAME: Cerritos College
DATE: June 13, 2012

I. **2012-13 APPROPRIATIONS LIMIT:**

A.	2011-12 Appropriations Limit	<u>\$128,057,662</u>
B.	2012-13 Price Factor: 1.0377	
C.	Population factor:	
1.	2010-11 Second Period Actual FTES <u>17,307.23</u>	
2.	2011-12 Second Period Actual FTES <u>16,555.01</u>	
3.	2012-13 Population change factor <u>0.9565</u> (line C.2. divided by line C.1.)	
D.	2011-12 Limit adjusted by inflation and population factors (line A multiplied by line B and line C.3.)	<u>\$127,104,919</u>
E.	Adjustments to increase limit:	
1.	Transfers in of financial responsibility	\$
2.	Temporary voter approved increases	_____
3.	Total adjustments - increase	_____
	Sub-Total	\$
F.	Adjustments to decrease limit:	
1.	Transfers out of financial responsibility	\$
2.	Lapses of voter approved increases	_____
3.	Total adjustments - decrease	_____ < _____ >
G.	2012-13 Appropriations Limit	<u>\$127,104,919</u>

II. **2012-13 APPROPRIATIONS SUBJECT TO LIMIT:**

A.	State Aid (General Apportionment, Apprenticeship Allowance, Basic Skills, and Partnership for Excellence)	\$ <u>57,522,373</u>
B.	State Subventions (Home Owners Property Tax Relief, Timber Yield tax, etc.)	<u>60,000</u>
C.	Local Property taxes	<u>9,710,000</u>
D.	Estimated excess Debt Service taxes
E.	Estimated Parcel taxes, Square Foot taxes, etc.
F.	Interest on proceeds of taxes	<u>100,000</u>
G.	Local appropriations from taxes for unreimbursed State, court, and federal mandates	< <u>900,464</u> >
H.	2012-13 Appropriations Subject to Limit	<u>\$ 66,491,909</u>

YEAR-END APPROPRIATION TRANSFERS
Community College Districts

TO: Los Angeles County Office of Education
Division of School Financial Services
Accounting Section – EC 2ND Floor

FROM: CERRITOS Community College District

SUBJECT: AUTHORIZATION TO MAKE APPROPRIATION TRANSFERS

Our Board of Trustees hereby authorizes the County Superintendent of Schools to make appropriate transfers necessary at the close of the 2011-12 school year to permit the payment of obligations of the district incurred during such school year.

Signature


Clerk of the Board of Trustees

Date:

June 27, 2012

Attachment to:
Bul. No. 368
SFS-A70-2008-09

000269

CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE

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

CHANGE THE PERIOD

Fiscal Year: 2011-2012

Quarter Ended: (Q3) Mar 31, 2012

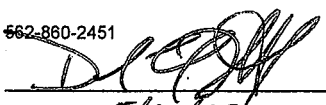
District: (810) CERRITOS

Your Quarterly Data is Certified for this quarter.

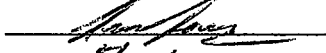
Chief Business Officer

CBO Name: David El Fattal

CBO Phone: 662-860-2451

CBO Signature: 
Date Signed: 5/14/12

Chief Executive Officer Name: Dr. Linda Lacy

CEO Signature: 
Date Signed: 5/16/2012

Electronic Cert Date: 05/15/2012

District Contact Person

Name: Ali Delawalla

Title: Director of Fiscal Services

Telephone: 562-860-2451

Fax: 562-653-7818

E-Mail: ndelawalla@cerritos.edu

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

Send questions to:

Christine Atallg (916)327-5772 catallo@ccccc.edu or Tracy Britten (916)323-6899 tbritten@ccccc.edu

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000270

**CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE**

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

CHANGE THE PERIOD

Fiscal Year: 2011-2012

Quarter Ended: (Q3) Mar 31, 2012

District: (810) CERRITOS

Line	Description	As of June 30 for the fiscal year specified			
		Actual 2008-09	Actual 2009-10	Actual 2010-11	Projected 2011-2012
I. Unrestricted General Fund Revenue, Expenditure and Fund Balance:					
A. Revenues:					
A.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	91,457,643	86,600,539	86,724,775	79,755,729
A.2	Other Financing Sources (Object 8900)	0	0	0	0
A.3	Total Unrestricted Revenue (A.1 + A.2)	91,457,643	86,600,539	86,724,775	79,755,729
B. Expenditures:					
B.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	85,176,975	80,537,484	82,742,081	79,043,285
B.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	7,341,213	5,997,028	5,917,324	509,075
B.3	Total Unrestricted Expenditures (B.1 + B.2)	92,518,188	86,534,512	88,659,405	79,552,360
C.	Revenues Over(Under) Expenditures (A.3 - B.3)	-1,060,545	66,027	-1,934,630	203,369
D.	Fund Balance, Beginning	12,646,111	11,585,566	11,651,593	9,716,963
D.1	Prior Year Adjustments + (-)	0	0	0	0
D.2	Adjusted Fund Balance, Beginning (D + D.1)	12,646,111	11,585,566	11,651,593	9,716,963
E.	Fund Balance, Ending (C. + D.2)	11,585,566	11,651,593	9,716,963	9,920,332
F.1	Percentage of GF Fund Balance to GF Expenditures (E. / B.3)	12.5%	13.5%	11%	12.5%

II. Annualized Attendance FTES:

G.1	Annualized FTES (excluding apprentice and non-resident)	17,359	18,076	17,562	16,555
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III. Total General Fund Cash Balance (Unrestricted and Restricted)

	Description	As of the specified quarter ended for each fiscal year			
		2008-09	2009-10	2010-11	2011-2012
H.1	Cash, excluding borrowed funds		13,233,523	15,110,285	42,743
H.2	Cash, borrowed funds only		0	0	0
H.3	Total Cash (H.1+ H.2)	15,390,912	13,233,523	15,110,285	42,743

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)	82,255,731	82,255,731	51,515,568	62.6%
I.2	Other Financing Sources (Object 8900)	0	0	0	
I.3	Total Unrestricted Revenue (I.1 + I.2)	82,255,731	82,255,731	51,515,568	62.6%
J. Expenditures:					
J.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	86,428,677	86,621,894	56,447,282	65.2%
J.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	509,075	509,075	0	
J.3	Total Unrestricted Expenditures (J.1 + J.2)	86,937,752	87,130,969	56,447,282	64.8%
K.	Revenues Over(Under) Expenditures (I.3 - J.3)	-4,682,021	-4,875,238	-4,931,714	
L.	Adjusted Fund Balance, Beginning	9,716,963	9,716,963	9,716,963	
L.1	Fund Balance, Ending ((K+L) (K+L))	5,034,942	4,841,725	4,785,249	
M	Percentage of GF Fund Balance to GF Expenditures (L.1 / J.3)	5.8%	5.6%		

V. Has the district settled any employee contracts during this quarter? **NO**

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

Contract Period Settled (Specify)	Management	Academic		Classified
		Permanent	Temporary	

000271

YYYY-YY	Total Cost Increase	% *	Total Cost Increase	% *	Total Cost Increase	% *	Total Cost Increase	% *
a. SALARIES:								
Year 1:								
Year 2:								
Year 3:								
b. BENEFITS:								
Year 1:								
Year 2:								
Year 3:								

* As specified in Collective Bargaining Agreement or other Employment Contract

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

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.)

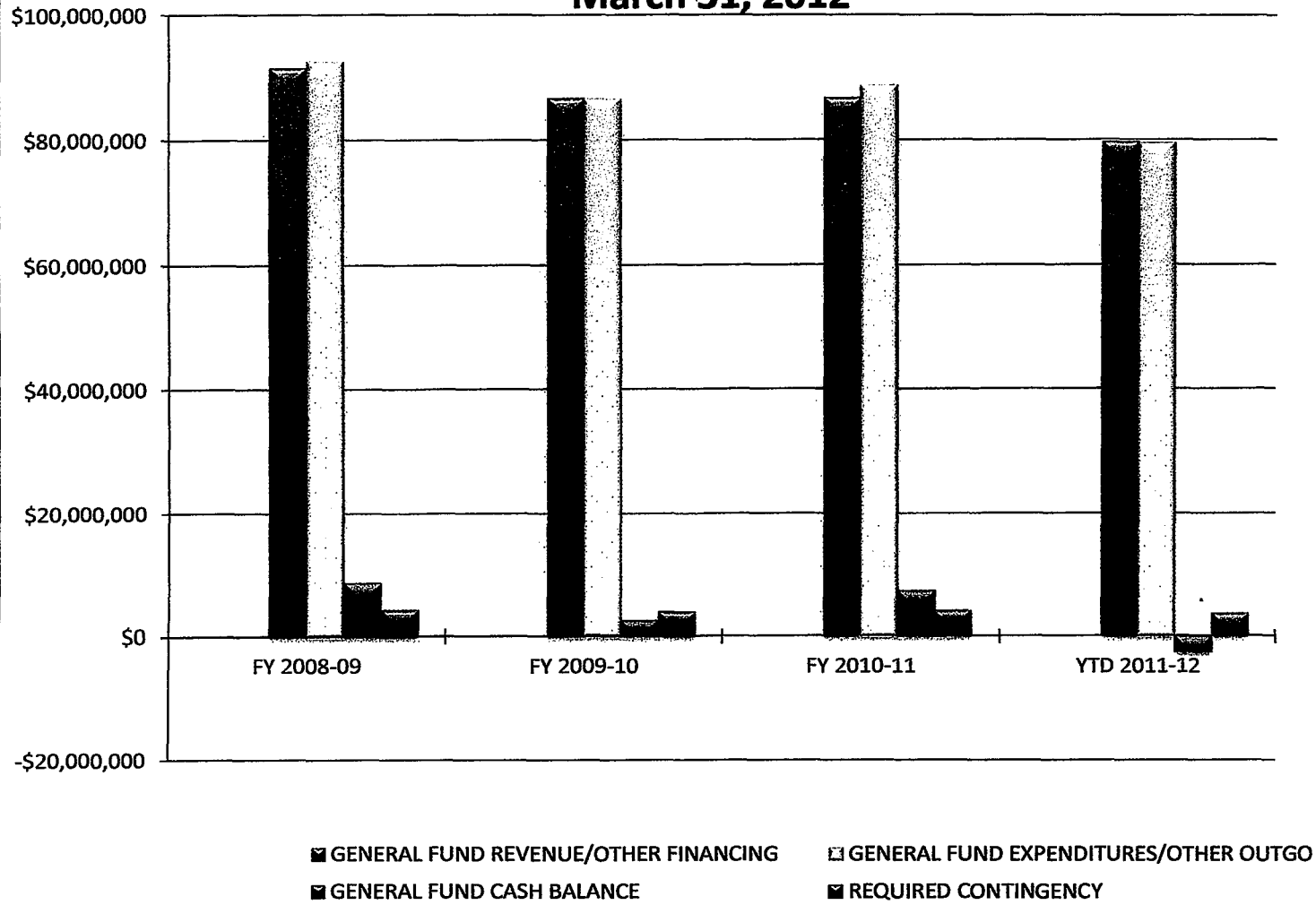
VII. Does the district have significant fiscal problems that must be addressed? This year? YES
Next year? YES

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

The 2011-12 budget cut of \$5,000,484 plus the mid-year cuts of \$3,592,000 (i.e., Tier 1 Trigger Cut, \$420,000; Tier 2 Trigger Cut, \$1,008,000; February Surprise, \$2,164,000) created a total revenue loss for the year of \$8,592,484. Now, a potential additional "mid-year" cut of \$1,000,000 - \$2,000,000 for 2011-12 that is related to potential redevelopment funds may cause additional turmoil. Further exacerbating the challenges associated with this draconian one-year revenue loss is a \$21,266,909 cash deferral that has been imposed on the college in 2011-12.

The State's ongoing structural deficit and the reliance or over-reliance on a November, 2012 tax initiative passing are creating large-scale challenges in college planning and operations. Many budget reductions have already been implemented, but additional potential budget reductions that will be harmful to student success and the college's mission are on the horizon given the uncertain and ongoing negative budget circumstances.

QUARTERLY FINANCIAL STATUS REPORT March 31, 2012



000213

BUDGET TRANSFERS FOR JUNE 13, 2012

01.0 FUND - GENERAL UNRESTRICTED

FROM

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	(13,358)
EMPLOYEE BENEFITS	\$	(14,815)
SUPPLIES AND MATERIALS	\$	(29,690)
OTHER CONTRACT EXPENSES AND SERVICES	\$	
CAPITAL OUTLAY	\$	
INTERFUND TRANSFERS	\$	
CONTINGENCY	\$	
TOTAL	\$	(57,863)

TO

ACADEMIC SALARIES	\$	57,335
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	528
CAPITAL OUTLAY	\$	
PAYMENTS TO OR FOR STUDENTS	\$	
TOTAL	\$	57,863

Transfers: Between object codes

Self Balancing: No effect on the ending balance

Number of Transfer Requests: Six (6)

Divisions/Departments/Programs:

Faculty Senate, Adult Ed, Health Occupations, SEM, Academic Affairs

BUDGET TRANSFERS FOR JUNE 13, 2012

01.3 GENERAL FUND - RESTRICTED

FROM

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	(50,922)
SUPPLIES AND MATERIALS	\$	(11,860)
OTHER CONTRACT EXPENSES AND SERVICES	\$	(1,937)
CAPITAL OUTLAY	\$	
INTERFUND TRANSFERS	\$	
CONTINGENCY	\$	
TOTAL	\$	(64,719)

TO

ACADEMIC SALARIES	\$	8,065
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	56,654
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	
CAPITAL OUTLAY	\$	
PAYMENTS TO OR FOR STUDENTS	\$	
TOTAL	\$	64,719

Transfers: Between object codes

Self Balancing: No effect on the ending balance

Number of Transfer Requests: Three (3)

Divisions/Departments/Programs:
CalWORKS, Student Health Services; Family Pact/MAA

BUDGET TRANSFERS FOR JUNE 13, 2012

39.0 FUND - OTHER SPECIAL REVENUE FUND

FROM

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	(33,765)
OTHER CONTRACT EXPENSES AND SERVICES	\$	(8,691)
CAPITAL OUTLAY	\$	
INTERFUND TRANSFERS	\$	
CONTINGENCY	\$	
TOTAL	\$	(42,456)

TO

ACADEMIC SALARIES	\$	10,000
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	30,000
EMPLOYEE BENEFITS	\$	2,456
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	
CAPITAL OUTLAY	\$	
PAYMENTS TO OR FOR STUDENTS	\$	
TOTAL	\$	42,456

Transfers: Between object codes

Self Balancing: No effect on the ending balance

Number of Transfer Requests: Three (3)

Divisions/Departments/Programs:

Community Ed, Associated Builders & Contractors of Southern California, Technology

BUDGET TRANSFERS FOR JUNE 13, 2012

01.0 FUND - CONTINGENCY TRANSFERS

FROM

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	
CAPITAL OUTLAY	\$	
INTERFUND TRANSFERS	\$	
CONTINGENCY	\$	(7,500)

TOTAL

\$ (7,500)

TO

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	7,500
CAPITAL OUTLAY	\$	
PAYMENTS TO OR FOR STUDENTS	\$	

TOTAL

\$ 7,500

Transfers: Between object codes

Self Balancing: No effect on the ending balance

Number of Transfer Requests: One (1)

Divisions/Departments/Programs:

Physical Plant

APPROPRIATION TRANSFER ANALYSIS FOR JUNE 13, 2012

Revenue Budget

00000.0-00000-70790-8190-0000000 (01.3 Fund) Federal - DOEd: Child & Adult Care Food Program To setup remaining budget for 2012	\$	49,540
00000.0-00000-70790-8190-0000000 (01.3 Fund) Federal - DOEd: Child & Adult Care Food Program To adjust income and expense budgets	\$	15,227
00000.0-00000-02510-8877-VARIOUS (01.0 Fund) Local - Business Education To adjust the budget of lab material fees	\$	<u>6,005</u>
Total Revenue Budget	\$	<u><u>70,772</u></u>

Expenditure Budget

00000.0-00000-02510-4325-VARIOUS (01.0 Fund) Business Education To adjust the budget of lab material fees	\$	<u>1,585</u>
Total Expenditure Budget	\$	<u><u>1,585</u></u>

ACADEMIC AFFAIRS

Part-Time Counselors

Name		Discipline	Salary Placement	Rate
Sterling	Merrick	Teacher Trac (Mathematics)	B5	60.33

BUSINESS EDUC/HUMANITIES/SS

Name		Discipline	Salary Placement	Rate
Larson	Mary Ann	Pyschology	B5	60.33
Robert	Lance	Political Science	A1	48.83

FINE ARTS & COMMUNICATIONS

Full-Time Instructors

Name		Discipline	Salary Placement
Betancourt	David	Music	F14
Breit	Craig	Theatre Arts	B10
Cameron	Richard	Journalism	B10
Fernandez	Christina	Photography	C11
Hirohama	Steven	Theatre Arts	E9
Lopez	Christine	Music	F18
MacDevitt	James	Art	C9
Miller	Kirk	Art	E22
Pritchard	Gary	Music	F13
Watanabe	Susan	Theatre Arts	E18
Well	Georgia	Theatre Arts	E18
Wilson	Christopher	Art	E14

HEALTH OCCUPATIONS

Part-Time Instructors

Name		Discipline	Salary Placement	Rate
Dipietro-Fife	DiAnn	Dental Hygiene	B2	51.71

LIBERAL ARTS

Part-Time Instructors

Name		Discipline	Salary Placement	Rate
Cheatham	Teresa	English	B5	60.33
Cole	Erin	English	A1	48.83
Flores-Salcido	Dahlia	Reading	B5	60.33
Grigorieff	Annette	Reading	A3	57.46

LIBERAL ARTS (cont.)

Part-Time Instructors

Name		Discipline	Salary Placement	Rate
Hall	Avery	Reading	B5	60.33
LeFebvre	Lyndsey	English	A2	51.71
Spradlin	Nancy	English	B5	60.33
Vanciu	Alina	English	B3	54.60

PE/ATHLETICS

Full-Time Instructors

Name		Discipline	Salary Placement
Abing	Joe	Athletics	E18
Artiaga	Benjamin	Athletics	C7
Bueno	Ni	Health Education	F9
Caines	Thomas	Athletics	E14
Clauss	Daniel	Athletics	D9
Edwards	Carrie	Fitness	F14
Gaylord	Kenneth	Athletics	C11
Grosfeld	Stephen	Athletics	D12
Jensen	Debbie	Athletics	E18
Macias	Sergio	Athletics	D12
May	Russell	Physical Education	E11
Mazzotta	Frank	Athletics	E30
McPherson	Michael	Health Education	D12
Murray	Kodee	Athletics	D12
Prindle	Jeanine	Physical Education	E30
Sanderson	Janet	Dance	E14
Welliver	Karen	Athletics	E22

SCIENCE, ENGINEERING & MATHEMATICS

Full-Time Instructors

Name		Discipline	Salary Placement
Boardman	Constance	Biological Sciences	D12
Bradbury	Jeff	Chemistry	E18
Budarin	Dmitri	Mathematics	E18
Buschauer	Robert	Physics/Astronomy	F26
Byun	James	Mathematics	C11
Carreon	Lora	Mathematics	B9
Chalmers	Graham	Mathematics	F26
Conley	Angela	Mathematics	D10
Cordova	Ernesto	Mathematics	B10
DeKraker	Daniel	Earth Science	B10

SCIENCE, ENGINEERING & MATHEMATICS

Full-Time Instructors

Name		Discipline	Salary Placement
Demian	Kamal	Mathematics	E14
Fuschetto	Susan	Computer & Information Sciences	E18
George	Patty	Mathematics	E22
Henriques	James	Physics/Astronomy	E22
Hugen	Mark	Mathematics	C11
Jordan	Wesley	Mathematics	C11
Lacy	Tor	Earth Science	E14
Lazor	Clair	Computer & Information Sciences	E30
Leon Jr.	Ruben	Mathematics	B10
LePere	Susan	Biological Sciences	B10
Lewandowski	Thomas	Mathematics	D12
Lopez	Manuel	Mathematics	D12
Lou	Rena	Chemistry	D7
Lou	Zheng	Computer & Information Sciences	E18
LoVetere	Crystal	Earth Science	E10
Mariani	Ilva	Mathematics	C11
Mata	Pilar	Mathematics	B10
McLarty-Schroeder	Janet	Physics/Astronomy	E13
Mellas	Dean	Computer & Information Sciences	E18
Negrete	Bernard	Computer & Information Sciences	E26
Nguyen	Phuong	Computer & Information Sciences	E22
Nikdel	Mojdeh	Mathematics	F14
O'Neil	Scott	Mathematics	E13
Romer	Christine	Chemistry	E18
Sestini	Sally	Mathematics	E26
Shimazu	Cheryl	Chemistry	E18
Szabo	Thad	Physics/Astronomy	F6
Tydell	Carol	Biological Sciences	F11
Waldman	Linda	Chemistry	F14
Wilson	Jack	Computer & Information Sciences	E22
Zewail	Mervat	Chemistry	F30

TECHNOLOGY

Part-Time Instructors

Name		Discipline	Salary Placement	Rate
Moreland	Eddie	Automotive Mechanical Repair	B5	60.33
Suehr, III	Richard	Plastics	B1	48.83

STUDENT SERVICES

Part-Time Counselors

Name		Discipline	Salary Placement	Rate
Aguayo	Robert	Adult Education	C2	43.10
Anang	Yuhaniz	Counseling	C2	43.10
Azolyan	Mariam	Counseling	C1	40.23
Boudreau	Debbie	Counseling	C2	43.10
Davidson	Martha	Counseling	C2	43.10
Garcia	Eric	DSP&S	C1	40.23
Guerrero-Cantor	Jamila	DSP&S	C2	43.10
Hill	Shelia	Counseling	C2	43.10
Icaro	Ruby	Counseling	C2	43.10
Loera	Claudia	Counseling	C2	43.10
Lozano	Rene	Counseling	C2	43.10
Mucciario	Chau Aimee	International Students	C1	40.23
Salazar	Felipe	Financial Aid	C2	43.10
Saucedo	Marcelino	Counseling	C2	43.10
Thigpen	Joyce	Counseling	C2	43.10
Toumajian	Mary Kay	Counseling	C2	43.10
Vega	Maria	Counseling	C2	43.10
Villalpando	Celia	Counseling	C2	43.10
Villalpando	Angelica	Financial Aid	C1	40.23
Wiggins	Lynell	Counseling	C2	43.10
Young	David	Career Services	C2	43.10

Part-Time Instructors

Name		Discipline	Salary Placement	Rate
Boudreau	Debbie	Counseling	A5	60.33
DiGiovanni	Sybil	Student Success	B3	54.60
Loera	Claudia	Counseling	B2	51.71
McCance	Ian	Student Success	B5	60.33
Toumajan	Mary Kay	Counseling	B3	54.60

FACULTY HOURLY - COMMUNITY, INDUSTRY & TECHNOLOGY EDUCATION

Part-Time Instructors

Name		Assignment	Salary Placement	Rate
Edrosa	Ed	Apprenticeship	B1	48.83
San Nicolas	Kathleen	Adult Education	B5	60.33

LIBRARIAN

Part-Time Librarians

Name		Salary Placement	Rate
Sampson	Lynda	L2	43.10

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

Intermediate Typist Clerk @ 23-1 (\$2,818.00 per month) effective July 1, 2012:
Amanda MacLean (Science, Engineering, and Mathematics)

Director of Student Activities Out-of-Class as needed @ 32-1 (\$7,579.00 per month) effective July 1, 2012 and not to exceed June 30, 2013: 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, 2012 OR 175 TOTAL WORKDAYS, WHICHEVER OCCURS FIRST

Rivera, Nidia Notario	Aide General (Lab Aide)	\$8.00/hr	02/02/12
Beckham, Daniel*	Aide-Special (Special Ed. Aide)	\$8.00/hr	03/15/12
Mashburn, Cheyenne	Clerk	\$8.64/hr	02/25/12
Crisologo, Sollyn	Instructional Aide 1	\$9.56/hr (1)	05/03/12
Gaytan, Lorena*	"	"	05/07/12
Lim, Roger*	"	"	01/30/12
Macias, Gualalupe Alvarez*	"	"	04/25/12
Paterson, Daryl	"	"	"
Flores-Lopez, Nadia*	Program Assistant II	\$11.34/hr	04/01/12
Spankie, Dana*	"	"	04/25/12
Culhno, Roland**	Sports Specialist	\$11.77/hr	11/29/11
Alcivar, Nery Estrella	Instructional Aide II	\$12.81/hr (1)	06/25/12
Barragan, Claudia	"	"	"
Boudreau, Andrew	"	"	"
Brown, Eric	"	"	"
Carter, Leshonda	"	"	"
Detoya, Maria	"	"	"
Edmilao, Tanya	"	"	"
Kilis, Jeanette	"	"	"
Stephens, Brianna	"	"	"
Vega, Vanessa	"	"	"
Voigt, Jennifer*	"	"	04/23/12
Ruiz, Martha*	Administrative Secretary	\$13.13/hr	04/25/12
Botello Sanchez, Omar	Recreation Activity Specialist	\$13.65/hr	05/08/12
Nunez, Johnny	Welder	\$13.79/hr	04/27/12

* Categorically Funded

** Specially Funded

Presented to the Board of Trustees 6/13/12

SHORT-TERM HOURLY EMPLOYMENT (AS NEEDED), VARIABLE HOURS PER DAY & DAYS PER WEEK, FOR A PERIOD NOT TO EXCEED JUNE 30, 2012 OR 175 TOTAL WORKDAYS, WHICHEVER OCCURS FIRST

Paez, Antonia*	Vocational Education & Special Project Assistant	\$16.41/hr	01/27/12
Mondaca, Frances**	Community Education Specialist	\$29.15/hr	04/16/12
Nunez, Maria**	"	"	"
Perez, Carlos*	"	"	05/01/12
Sanchez, Marisol*	"	"	"
Tucker, Jazmine**	"	"	04/16/12
Barlow, Christopher*	Cont. Ed. Specialist (Technology)	\$50.52/hr	04/01/12




SHORT-TERM HOURLY EMPLOYMENT (AS NEEDED), VARIABLE HOURS PER DAY & DAYS PER WEEK, FOR A PERIOD NOT TO EXCEED JUNE 30, 2013 OR 175 TOTAL WORKDAYS, WHICHEVER OCCURS FIRST

Camacho, Mario*	Clerk	\$8.64/hr	07/01/12
Diaz, Tommy*	"	"	"
Mason, Lanisha*	"	"	"
Condado, Lesette	Instructional Aide I	\$9.56/hr	07/01/12
Jett, Dorna	"	"	"
Lopez, Wesley	"	"	"
Luna, John	"	"	"
Perez, Carolina	"	"	"
Pineda, Karen	"	"	"
Velasquez, Natasha	"	"	"
Xu, Hongmei	"	"	"
Jelks, Michael*	Intermediate Typist Clerk	\$9.56/hr	07/01/12
Franco, Melissa*	Intermediate Clerk	\$9.56/hr	07/01/12
Macias, Guadalupe*	"	"	"
Salazar, Angelina*	"	"	"
Flores, Ana**	Secretary Clerk	\$10.53/hr	07/01/12
Garcia, Magali**	"	"	"
Garcia, Jesus**	Program Assistant II	\$11.34/hr	07/01/12
Culhno, Roland**	Sports Specialist	\$11.77/hr	07/01/12
Nacua, Camille*	Job Developer	\$11.88/hr	07/01/12
Ybarra, Casondra*	"	"	"
Botello-Sanchez, Omar**	Recreational Activity Specialist	\$13.65/hr	07/01/12
Gilreath, Christian*	"	"	"
Makinano, Lance*	"	"	"
Paz, Eduard	"	"	"

SHORT-TERM HOURLY EMPLOYMENT (AS NEEDED), VARIABLE HOURS PER DAY & DAYS PER WEEK, FOR A PERIOD NOT TO EXCEED JUNE 30, 2013 OR 175 TOTAL WORKDAYS, WHICHEVER OCCURS FIRST

Reynoso, Rosalie*	"	"	"
Simpson, Scott*	"	"	"
Reyes, Daisy Alvarado*	EOPS/VEA Assistant	\$13.79/hr	07/01/12
Castillejos, Silvia*	Program Facilitator	\$13.79/hr	07/01/12
Hortua, Leonel*	"	"	"
Isas, Jacqueline	"	"	08/20/12
Hackert, Amber**	Certified Medical Assistant	\$16.00/hr	07/01/12
Palmer, Elaine*	Special Populations Coordinator	\$16.41/hr	07/01/12
Ponce, Geraldine*	"	"	"
Aiton, Amanda**	Cont. Ed. Specialist/Cultural Arts	\$28.07/hr	07/01/12
Barrera de Contreras, Gabriela**	"	"	"
Benoun, Joseph**	"	"	"
Durardo, David**	"	"	"
Durazo Caro, Carlos**	"	"	"
Frandsen, Janna**	"	"	"
Gonzalez, Anthony**	"	"	"
Long, Sovantevy**	"	"	"
Cuscuna, Susan*	Community Ed. Specialist	\$29.15/hr	07/01/12
Driskell, James**	"	"	"
Parras, Emmanuel*	"	"	"
Darne, Rose**	Cont. Ed. Specialist (Health Occ.)	\$50.52/hr	07/01/12
Olive, Yvonne**	"	"	"
Gray, Robert**	"	"	"

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: Cynthia Convey, Director of Employment, Diversity & Legal Services 
DATE: June 13, 2012
SUBJECT: **Consideration of Approval of Reorganization of Student Services**

RECOMMENDATION

It is recommended that the Board of Trustees approve the reorganization of Student Services.

OVERVIEW

As a result of the careful analysis of the organization of Student Services, including its services to students, its programs and staffing patterns, changes in Student Services' organization will allow an effective delivery of services and a reduction in administrative costs.

ANALYSIS

In anticipation of declining resources, the District has engaged in an ongoing analysis of its functions, programs and services. The following Student Services reorganization is proposed: (1) a change in the administration of International Student Services and (2) a change in the administration of and services of the Foster and Kinship Care Education program.

International Student Services

Despite the District's extensive recruitment efforts, the anticipated growth in the international student population has not materialized. The District has determined that the needs of this program and the limited size of the International Student population may be fully met by consolidating International Student Services with the functions of the Admissions, Records & Services Division and that these consolidated functions can be successfully administered by the Dean of Admissions, Records & Services without a salary increase. There will not be a need for the position of Director of International Student Services with this change.

The job description for the Director of International Student Services will be abolished. The job description for the Dean of Admissions, Records & Services will be appropriately amended. The classified staff in this program will report to the Dean of Admissions, Records & Services.

Foster and Kinship Care Education

The analysis of the Foster and Kinship Care Education program reveals that it offers a number of grant-funded adult education classes and a contract program which provides services to participants in developing life skills. The contract for life skills development expires on June 30, 2012.

The District will consolidate the adult education classes with the Adult Education & Diversity Programs Department. The adult education classes in Foster and Kinship Care may be effectively provided by the Adult Education & Diversity Programs Department and administered by the Director of Adult Education/Diversity Programs. There will not be a need for the position of Director of Foster and Kinship Care Education Programs with these changes.

The job description for the Director of Foster and Kinship Care Education Programs will be abolished. The job description for the Director of Adult Education/Diversity Programs will be appropriately amended without a salary increase. There is no staff in Foster and Kinship Care Education.

FINANCIAL IMPLICATIONS

This reorganization will save the District \$239,384 annually.

Resolution No. 12-11

**RESOLUTION OF THE BOARD OF TRUSTEES OF THE
CERRITOS COMMUNITY COLLEGE DISTRICT**

**AUTHORIZATION OF ELIMINATION OF CLASSIFIED MANAGEMENT
POSITIONS AND LAY-OFF OF CLASSIFIED MANAGERS
DUE TO LACK OF WORK/LACK OF FUNDS**

WHEREAS, due to a lack of work/lack of funds, it is necessary to lay-off the following classified management positions of (1) Director of International Student Services and (2) Director of Foster and Kinship Care Education Programs; and

WHEREAS, under the Education Code, affected employees shall be given notice of lay-off not less than 45 day prior to the effective date of the lay-off and informed of their displacement rights, if any, and their reemployment rights.

NOW, THEREFORE, IT IS RESOLVED, that the Board of Trustees approves the elimination of the classified management positions of (1) Director of International Student Services and (2) Director of Foster and Kinship Care Education Programs; and

BE IT FURTHER RESOLVED that the Board of Trustees authorizes the President/Superintendent or designee to give notice to the affected employees of lay-off that is effective August 1, 2012 and of their displacement rights, if any, and their reemployment rights.

ADOPTED, SIGNED, AND APPROVED this 13th day of June, 2012.

Ayes: _____

Noes: _____

Absent:



Dr. Bob Hughlett
Secretary of the Board of Trustees

Proposed Cerritos Community College District Policy

No. 3501

General Institution

1 **BP 3501 CAMPUS SECURITY AND ACCESS**

2 **Reference:**

3 34 CFR 668.46(b)(3)

4 The President/Superintendent shall establish procedures for security and access to
5 District facilities.

6 Offices of Primary Responsibility: Vice President, Student Services
7 Vice President, Business Services

Date Adopted:

Student Services

1 **BP 5510 OFF-CAMPUS ACTIVITIES AND ORGANIZATIONS**

2 **Reference:**

3 34 CFR 668.46(b)(7)

4 The District shall work with local law enforcement agencies to monitor and assess
5 criminal activity in which students engage at off-campus locations of student
6 organizations officially recognized by the District.

7 Office of Primary Responsibility: Vice President, Student Services

Date Adopted:

Cerritos Community College District Policy

No. 3505

General Institution

1 **BP 3505 EMERGENCY RESPONSE PLAN**

2 **References:**

- 3 Education Code, Sections 32280 et seq., 35296, 42140, and 71095;
4 Government Code, Sections 3100 and 8607(a);
5 19 California Code of Regulations (CCR), Sections 2400-2450;
6 National Fire Protection Association 1600;
7 Homeland Security Act of 2002;
8 Homeland Security Presidential Directive-5;
9 Executive Order S-2-05;
10 34 CFR 668.46(g)

11 The District shall have emergency response and evacuation procedures for notifying the
12 campus community in the event of a significant emergency or dangerous situation
13 involving an immediate threat to the health or safety of students or employees occurring
14 on campus.

15 The President/Superintendent shall establish procedures that ensure that the District
16 implements a plan to be activated in the event of an emergency, or when a natural
17 disaster or hazardous condition occurs. This plan must comply with the National
18 Incident Management System (NIMS), the Standardized Emergency Management
19 System (SEMS) and should incorporate the functions and principles of the Incident
20 Command System (ICS), the Master Mutual Aid Agreement (MMAA) and any other
21 relevant programs. The plan must incorporate NIMS and SEMS to facilitate the
22 coordination between and among agencies in the event of an emergency or natural
23 disaster.

24 Compliance with NIMS and SEMS mandates include but are not limited to:

- 25 • Establishing a disaster preparedness procedure or plan, and
26 • Completion of training sessions by college personnel in compliance with NIMS
27 and SEMS guidelines

28 College personnel must be informed that as public employees, they are also disaster
29 service workers during national, state and local emergencies. The District must ensure
30 that its employees are in compliance with the disaster service worker legal
31 requirements.

32 The President/Superintendent should ensure that a team is created to carry out
33 compliance with NIMS and SEMS mandates.

34 Responses to emergencies or natural disasters are organized by SEMS into five
35 categories: field response, local government, operational areas, regions, and the state
36 management level.

37 The plan should contain information regarding activation and chain of command
38 responsibilities. Compliance with NIMS mandates requires planning and incorporation
39 for all phases of emergency management including mitigation and prevention,
40 preparedness, response, and recovery. The District shall ensure that its Emergency
41 Response Plan is updated regularly and complies with NIMS and SEMS to receive state
42 or federal funding.

43 Office of Primary Responsibility: Vice President, Student Services

Date Adopted: December 10, 2008

Dates Revised: May 20, 2009, _____

Academic Affairs

BP 4020 INSTRUCTIONAL PROGRAMS AND CURRICULUM

References:

- Education Code, Sections 70902(b) and 78016;
- Title 5, Sections 51022, 55100, 55130, and 55150;
- U.S. Department of Education regulations on the Integrity of Federal Student Financial Aid Programs under Title IV of the Higher Education Act of 1965, as amended;
- 34 Code of Federal Regulations Sections 600.2, 602.24, 603.24, and 668.8

The governing board has ultimate responsibility for educational quality, legal matters, and financial integrity.

The instructional programs and curricula of the District shall be of high quality, and relevant to community needs. Programs shall be systematically evaluated regularly on the achievement of the stated student learning outcomes to ensure quality and currency. Each year prior to budget preparation, the Board of Trustees shall receive a report of the most current program review. To that end, the President/Superintendent shall establish procedures for the development and review of all curricular offerings, including their establishment, modification, or discontinuance.

Furthermore, these procedures shall include:

- appropriate involvement of the faculty and the Faculty Senate in all processes;
- regular review and justification of programs and course descriptions;
- opportunities for training for persons involved in aspects of curriculum development;
- consideration of job market and other related information for career and technical programs;
- approval of all new programs and program deletions by the Board of Trustees; and
- approval by the State Chancellor's Office for all programs.

Individual degree-applicable credit courses offered as part of a permitted educational program shall be approved by the Board of Trustees. Non-degree applicable credit and degree-applicable courses that are not part of an existing approved program (stand-alone courses) must satisfy the conditions authorized by Title 5 regulations and shall be approved by the Board of Trustees.

33 **Credit Hour**
34 Consistent with federal regulations applicable to federal financial aid eligibility, the
35 District shall assess and designate each of its programs as either a "credit hour"
36 program or a "clock hour" program.

37 The President/Superintendent will establish procedures which prescribe the definition of
38 "credit hour" consistent with applicable federal regulations, as they apply to community
39 college districts.

40 The President/Superintendent shall establish procedures to ensure that curriculum at
41 the District complies with the definition of "credit hour" or "clock hour," where applicable.
42 The President/Superintendent shall also establish procedures for using a clock-to-credit
43 hour conversion formula to determine whether a credit hour program is eligible for
44 federal financial aid. The conversion formula is used to determine whether such a
45 credit-hour program has an appropriate minimum number of clock hours of instruction
46 for each credit hour it claims.

47 Office of Primary Responsibility: Vice President, Academic Affairs

Date Adopted: August 15, 2007

Dates Revised: February 20, 2008, _____

Student Services

1 **BP 5010 ADMISSIONS AND CONCURRENT ENROLLMENT**

2 **References:**

- 3 Education Code, Sections 76000, 76001, 76002;
- 4 Labor Code, Section 3077;
- 5 U.S. Department of Education regulations on the Integrity of Federal Student
- 6 Financial Aid Programs under Title IV of the Higher Education Act of 1965, as
- 7 amended;
- 8 34 CFR 668.16(p)

9 The District shall admit students who meet one of the following requirements and who
10 are capable of profiting from the instruction offered:

- 11 • Any person over the age of 18 and possessing a high school diploma or its
12 equivalent.
- 13 • Other persons who are over the age of 18 years and who, in the judgment of the
14 President/Superintendent or designee, are capable of profiting from the
15 instruction offered.
- 16 • Persons who are apprentices as defined in Labor Code, Section 3077.
- 17 • Secondary school students and other special admit students who are able to
18 demonstrate their ability to benefit from college education and who meet the
19 specified admissions and enrollment criteria per applicable Education Code,
20 state regulations, and Board policies and administrative procedures.

21 The District shall in its discretion, or as otherwise federally mandated, evaluate the
22 validity of a student's high school completion. The President/Superintendent shall
23 establish procedures for evaluating the validity of a student's high school completion.

24 **Admissions to Special Programs**

25 In addition to meeting the academic standards for admission to the College, students
26 wishing to enroll in a special course of study must satisfy additional admissions
27 requirements. Specific criteria for admission to those programs shall be approved by
28 the President/Superintendent.

29 **Denial of Requests for Admission for Special Admit Students**

30 If the District denies a request for special full-time or part-time enrollment by a pupil who
31 is identified as highly gifted, the Board of Trustees will record its findings and the reason
32 for denying the request in writing within 60 days. The written recommendation and
33 denial shall be issued at the next regularly scheduled Board of Trustees meeting that
34 occurs at least 30 days after the pupil submits the request to the District.

35 The President/Superintendent or designee shall establish procedures for evaluation of
36 requests for special full-time or part-time enrollment by a pupil who is identified as highly
37 gifted.

38 **Claims for State Apportionment for Concurrent Enrollment**

39 Claims for state apportionment submitted by the District based on enrollment of high
40 school pupils shall satisfy the criteria established by statute and any applicable
41 regulations of the Board of Governors.

42 The President/Superintendent shall establish procedures regarding compliance with
43 statutory and regulatory criteria for concurrent enrollment.

44 The College Catalog, which is updated annually, contains the most recent information
45 regarding admissions.

46 Office of Primary Responsibility: Vice President, Student Services

47 Also see AP 5010 titled Admissions and Concurrent Enrollment

Date Adopted: May 16, 2007

Date Revised: _____

Student Services

1 **BP 5130 FINANCIAL AID**

2 **References:**

- 3 20 U.S. Code, Sections 1070 et seq.;
- 4 34 CFR, Section 668;
- 5 Education Code, Section 76300;
- 6 U.S. Department of Education regulations on the Integrity of Federal Student
- 7 Financial Aid Programs under Title IV of the Higher Education Act of 1965, as
- 8 amended

9 A program of financial aid to students will be provided, which may include, but is not
10 limited to, scholarships, grants, loans, and work/employment programs. All awards and
11 disbursement to students will be, at a minimum, in accordance with state and federal
12 statutes and regulations.

13 All financial aid programs will adhere to guidelines, procedures, and standards issued
14 by the funding agency and will incorporate state, federal, and other applicable
15 regulatory requirements. To be certified for participation in federal Title IV, HEA
16 programs, the institution will adhere to the Institutional Eligibility Regulations, 34 CFR
17 600 and the Student Assistance General Provisions Regulations, 34 CFR 668.

18 The institution will ensure that a program is eligible before awarding federal student aid
19 funds to students in that program. The Eligibility and Certification Approval Report
20 (ECAR) will contain the most critical data elements that form the basis of Cerritos
21 College's approval and a list of the highest level of programs offered, any non-degree
22 programs or short-term programs, and any additional locations that have been approved
23 for the Federal Student Aid (FSA) Programs.

24 The Financial Aid Office shall establish, publicize, and apply satisfactory academic
25 progress standards for participants in Title IV student aid programs.

26 **Misrepresentation**

27 Consistent with the applicable federal regulations for federal financial aid, the District
28 shall not engage in "substantial misrepresentation" of 1) the nature of its educational
29 program, 2) the nature of its financial charges, or 3) the employability of its graduates.

30 The President/Superintendent shall establish procedures for regularly reviewing the
31 District's website and other informational materials for accuracy and completeness and
32 for training District employees and vendors providing covered services concerning the
33 District's educational programs, financial charges, and employment of graduates to
34 ensure compliance with this policy.

35 The President/Superintendent shall establish procedures wherein the District shall
36 periodically monitor employees' and vendors' communications with prospective students
37 and members of the public and take corrective action where needed.

38 This policy does not create a private cause of action against the District or any of its
39 representatives or service providers. The District and its governing board do not waive
40 any defenses or governmental immunities by enacting this policy.

41 Office of Primary Responsibility: Vice President, Student Services

42 Also see AP 5130 titled Financial Aid

Date Adopted: May 16, 2007

Date Revised: _____

(Replaces former Cerritos CCD Policy 4703)

Human Resources

1 **BP 7130 COMPENSATION**

2 **References:**

- 3 Education Code, Sections 70902(b)(4), 87801, and 88160;
- 4 Government Code, Section 53200;
- 5 U.S. Department of Education regulations on the Integrity of Federal Student
- 6 Financial Aid Programs under Title IV of the Higher Education Act of 1965, as
- 7 amended

8 The Board of Trustees shall establish salary schedules, compensation, and benefits
9 (including health and welfare benefits) for all classes of employees and each contract
10 employee.

11 District salary schedules, compensation, and benefits shall be administered in
12 accordance with federal, state, local laws, and Board Policies and Administrative
13 Procedures and will be consistent with the terms of respective collective bargaining
14 agreements.

15 The Board of Trustees may defer the adoption of salary schedules to be paid, pending
16 adoption of the District's budget for the ensuing fiscal year.

17 **Prohibition on Incentive Compensation**

18 The District shall not provide any commission, bonus, or other incentive payment based,
19 directly or indirectly, on the success in securing enrollments or financial aid, to any
20 person or entity engaged in any student recruiting or admission activities or in making
21 decisions regarding the award of student financial assistance. Employees covered by
22 this ban shall be referred to as "covered employees" for purposes of this policy.

23 Foreign students residing in foreign countries who are not eligible to receive federal
24 student assistance are not subject to this prohibition.

25 Office of Primary Responsibility: Vice President, Human Resources

Date Adopted: December 10, 2008

Date Revised: _____

(Replaces former Cerritos CCD Policy 7006)

CERRITOS COLLEGE

TO: Board of Trustees
FROM: Dr. Linda L. Lacy, President/Superintendent *DLF*
REVIEWED BY: Mr. David El Fattal, Vice President of Business Services *DLF*
PREPARED BY: Noorali Delawalla, Director of Fiscal Services
DATE: June 13, 2012
SUBJECT: **Consideration of Approval of the Tentative Budget for the 2012-2013 Fiscal Year**

RECOMMENDATION

It is recommended that the Board of Trustees approve the Tentative Budget for the 2012-2013 Fiscal Year.

OVERVIEW

Tentative Budget approval is required by the Board of Trustees by July 1, 2012 in order for the Los Angeles County Office of Education to be able to continue payroll and vendor warrants. The Adopted Budget is scheduled to be presented to the Board on September 5, 2012, unless an extension is granted by the Chancellor's Office.

ANALYSIS

The 2012-2013 Tentative Budget depicts the College's estimates of its resources and expenditures for the upcoming fiscal year. In developing this report, critical assumptions were made about key issues that may or may not become reality. Key assumptions are based upon Governor Brown's "May Revise" as well as facts and detailed analysis concerning local issues such as the total number of personnel, cost of step and column, health & welfare increases, reductions in categorical programs, etc. All assumptions reflect the best known internal and external information that is available at the time of budget preparation. The College updates its assumptions, budget and projections throughout the year.

FINANCIAL IMPLICATIONS

The information presented in this Tentative Budget does reflect some of the changes in the Governor's May Revise that are presently being considered and discussed by the state legislature. When the State adopts its budget at some time in the future, the college will make relevant changes to its own budget based on the new information that becomes available.

CERRITOS COMMUNITY COLLEGE DISTRICT
MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
JUNE 27, 2012

- I. CALL TO ORDER The meeting was called to order at 6:00 p.m. by Mr. Bob Arthur, Board President. Those present were Mr. Bob Arthur, Dr. Tina Cho, Dr. Ted Edmiston, Dr. Bob Hughlett, Mr. Tom Jackson, Dr. Shin Liu and Ms. Jean McHatton. Mr. Jason Macias, Student Trustee was not present. Others present were the Interim Vice President of Academic Affairs, 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 Dr. Cho.
- III. APPROVAL OF MINUTES A. It was moved by Ms. McHatton and seconded by Dr. Hughlett to approve the revised minutes of the regular meeting of June 13, 2012. The vote for approval was unanimous.
- IV. PUBLIC HEARING A. Mr. Arthur 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, 2012 – June 30, 2015 Submitted for Official Receipt and Public Hearing, as attached. It was moved by Dr. Hughlett and seconded by Mr. Jackson to close the public hearing. The vote for approval was unanimous.
- V. INSTITUTIONAL PRESENTATIONS
Polling Survey Results
Relative to General Obligation
Bond Feasibility and Planning A. Ariane Lehew of Ariane Lehew Associates and Ruth Bernstein of EMC Research, Inc. shared the results of a telephone survey of likely voters in the Cerritos Community College District. The survey results showed that voters support Cerritos College and its role in providing quality, affordable higher education for local students and that a bond measure in November is viable. Dr. Cho asked if the community support would translate to support for a more broad tax measure. Ms. Lehew and Ms. Bernstein stated that the survey was specifically tailored for a general bond election and this poll cannot be analyzed for a parcel tax measure. It was moved by Dr. Edmiston and seconded by Ms. McHatton to agendaize a resolution ordering a bond election at the July 18 regular meeting. The vote for approval was 6-0-1; Dr. Cho voted no.
- VI. PUBLIC PRESENTATIONS There were no public presentations.
- VII. CONSENT AGENDA It was moved by Dr. Hughlett and seconded by Mr. Jackson to approve the consent agenda and addendum. Dr. Hughlett requested that Item I. be held for separate consideration. The vote for approval and/or ratification of the following items was unanimous:
- I. It was moved by Dr. Hughlett and seconded by Mr. Jackson to approve Vintage Funds for Resource Allocation Request Related to Student Success, as attached. Dr. Hughlett complimented staff on the process that was utilized to consider use of Vintage funds. The vote for approval was unanimous.

- A. Summer 2012 Stipend – Center for Teaching Excellence, as attached.
- B. Stipends for Faculty Participating in the Student Success Summer Institute “Working with a Diverse Student Population: Addressing How Students Learn,” as attached.
- C. Stipends for Faculty Training/Orientation for Summer 2012, as attached.
- D. Stipends for Success Center Faculty Training/Orientation for Spring 2012, as attached.
- E. Stipends for Faculty in MyFoundationsLab Pilot in Spring 2012, as attached.
- F. Change Order #5 (Bid #0809-04), Vigilant Insurance Company, Automotive Technology Complex Modernization & Addition, as attached.
- G. Cash Borrowing Resolution No. #12-08 for Temporary Transfers from the Los Angeles County Treasurer, as attached.
- H. Establishment of Supplemental Employee Retirement Plan (SERP) Fund 69.2, as attached.
- I. This item was considered separately.
- J. Budget Extensions and Budget Transfers, as attached.
- K. Contracts:

Services
AMENDMENT

1. The College Board

Addition of Math Assessment to Agreement
Career and Assessment Services

To add math assessments, and additional funding for the added units of Accuplacer, to the current agreement. The Accuplacer will be delivered online. For period July 1, 2011 through June 30, 2012. Total cost to the District depends on the number of students tested. The per test cost is \$1.55; the additional funding amount will be \$15,000.00 bringing to the total contract cost to \$55,000.00. Funding for the contract will come from Career Services.

Services
NEW

2. HHG Higher Education Consulting

External Evaluation Services for HSI-STEM Grant
Science, Engineering & Math Division

To provide external comprehensive project evaluation services for the HSI-STEM Grant, support Project Director, lead participating staff with cohort identification and student outcome tracking over the 5-year span of the grant. For period will be from October 1, 2011 through September 30, 2016. Total cost is \$12,000.00 per year over a 5-year period (not to exceed \$60,000.00); funding will come from the HSI-STEM Grant.

3. Hyland Software, Inc.
Document Management System – Imaging Software
Student Services

To provide an easy-to-use document imaging and workflow system to better serve and support students. For period July 1, 2012 through June 30, 2013. Initial cost will be \$88,000.00 for the first year with an annual maintenance fee of \$26,000.00 each year after. Funding for the first year will come from both the Financial Aid and Student Health Services fund (no general fund monies). The annual maintenance fee will be funded from Student Services areas.

Services
RENEWAL

4. Los Angeles County Department of Public Social Services
CalWORKS Program
CalWORKS Services

To financially assist Cerritos College for services to CalWORKS recipients. These services include coordination, case management, job development and work-study. For period July 1, 2012 through June 30, 2015. The District will receive \$267,000.00 for the above 3 year period (1st year -- \$90,000.00, 2nd year -- \$89,000.00, 3rd year -- \$88,000.00) for the services to CalWORKS students.

Construction
AMENDMENT

5. R.J. Daum Construction
Physical Science Renovation
Purchasing

On March 21, 2012 the Board of Trustees awarded a contract to R.J. Daum Construction for the Physical Science Renovation. R.J. Daum Construction notified the District that a subcontractor listed in the bid document is unable to fulfill its contract obligation. Below are the names of the original subcontractor and the replacement subcontractor.

<u>Subcontractor</u>	<u>Type of Work</u>	<u>Replace With</u>
Continental Marble & Tile Co.	Tile	Charles McCandless Tile Contractor Inc.

The substitution of the subcontractor will not affect the completion date of the project. There is no additional cost to the contract for the substitution of the subcontractor.

- L. Employment of 2012 Summer Session Faculty Personnel, as attached.
- M. Employment of Classified, Short-Term, Substitute, and/or Student Hourly Personnel, as attached.
- N. Employment of Full-Time, First-Year Contract Probationary Faculty Employee(s):

Added by addendum:

La Vigne, Steven, Disabled Student Programs and Services (DSPS) Counselor, @ D-3 (\$69,886.80/annual), 12-School Month Contract, effective July 1, 2012.

Schmidt, Clifford, Instructor (Medical Assisting), @ B-3 (\$53,072.00/annual), 10-School Month Contract, effective August 20, 2012

- O. Request to Extend Reduced Workload Prior to Retirement, as attached.
 - P. Ratification of Non-Continuance of a Probationary Classified Employee, as attached.
- VIII. ADMINISTRATIVE MATTERS
- A. Mr. Arthur opened discussion regarding the Board Self-Evaluation. The Board agreed that evaluation statements 2.2, 2.4, 8.3, 9.5, 9.9 and 11.4 should be addressed in Board goals. Mr. Arthur suggested that a discussion regarding Board goals should take place at a future meeting. The survey results are posted online and the public may send comments to the President's Office.
- IX. REPORTS
- A. Board of Trustees
The Board thanked Dr. Brock and Mr. Collins for their hard work as interim senior administrators at the college.
 - B. Faculty and Staff Leadership
 - C. President/Superintendent and Vice Presidents
Dr. Brock shared a textbook for learning to play the piano that was written by Dr. Connie Mayfield. She stated that summer school is going well and the college is doing the best it can with the limited resources available. She concluded by saying that it was a great year and wished everyone the best.

Mr. Collins stated that it has been an interesting three years and added that he's been personally and professionally rewarded. He commended the Board on making difficult decisions with style and professionalism.

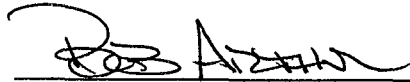
Mr. El Fattal indicated that the state budget passed today and added that many trailer bills will surface. He concluded by stating that there is a lot of work being done on campus this summer. He stated that the grounds are looking better and there has been a lot of work done in the restrooms. He thanked Mr. Moore and the Facilities department for the work they are doing.
- X. CLOSED SESSION
- The Board adjourned to closed session at 6:55 p.m.
- XI. RECONVENE
- The Board reconvened at 7:09 p.m.
- Read Out
- Mr. Jackson reported that in closed session the Board of Trustees took action to approve the contract for extension of employment as needed of Mr. Victor Collins as the Interim Vice President of Human Resources/Assistant Superintendent with employment to be effective beginning July 1, 2012, for a period not to exceed August 31, 2012. The vote for approval was unanimous.
- Read Out
- Mr. Jackson reported that in closed session the Board of Trustees took action to approve the contract for extension of employment as needed of Dr. Marilyn Brock as the Interim Vice President of Academic Affairs/Assistant Superintendent with employment to be effective beginning July 1, 2012, for a period not to exceed August 31, 2012. The vote for approval was unanimous.

XII. ADJOURNMENT

The Board adjourned at 7:09 p.m.

XIII. NEXT REGULAR
MEETING

The next regular meeting of the Board of Trustees is scheduled for
Wednesday, July 18, 2012 at 6:00 p.m.



Bob Arthur, Board President



Dr. Bob Hughlett, Board Secretary

CERRITOS COLLEGE

TO: Board of Trustees
FROM: Dr. Linda L. Lacy, President/Superintendent
REVIEWED BY: Victor Collins, Interim Vice President of HR/Assistant Superintendent *VC*
PREPARED BY: Dr. Adriana Flores-Church, Director of Human Resources/Risk Management *AF*
DATE: June 27, 2012
SUBJECT: **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, 2012 – June 30, 2015 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, 2012, through June 30, 2015 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 nine new topics of negotiations as part of the 2012-2015 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, 2012, through June 30, 2015.

FINANCIAL IMPLICATIONS

Financial implications are contingent on the results of negotiations.

Attachment

000307



Cerritos College Faculty Federation Memorandum

TO: Victor Collins, Interim Vice President of Human Resources
FROM: Ted Stolze, President, Cerritos College Faculty Federation
DATE: May 7, 2012
SUBJECT: The CCFF’s proposals for negotiation of a successor Collective Bargaining Agreement between the Cerritos College Faculty Federation and the Cerritos College Community College District for the period July 1, 2012, through June 30, 2015

The following is the CCFF’s proposal for negotiation of a successor Collective Bargaining Agreement between the Cerritos College Faculty Federation (CCFF), AFT Local 6215, and the Cerritos Community College District for the period July 1, 2012, through June 30, 2015. The CCFF proposes to enter nine (9) articles into negotiations and to amend existing articles as listed below.

SUMMARIES OF NEW ARTICLES FOR THE CCFF TO NEGOTIATE IN 2012

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

Assignment covers the basic duties, responsibilities, and workload of full-time and part-time faculty.

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

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

Departments and Department Chairs deals with the organization of departments, duties and responsibilities of department chairs, selection of department chairs, clerical and support staff, and equitable release time for department chairs.

Intellectual Property Rights addresses ownership when faculty members make use of District resources in

the development of intellectual property.

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

Personal Use of Computers and District Computer Network addresses constitutes a District computer; what types of information faculty may transmit on District computers during working hours; limits on the District's ability to monitor transmitted information; who owns information exchanged on District computers; faculty members' right to privacy; what constitutes misuse of a District computer and the appropriate disciplinary action for misuse of District-owned computers.

Retiree Benefits proposes an increase in the District's contribution to retiree health care coverage, the right of retirees to teach classes, and such emeritus privileges as library card, email address, parking permit, and tickets to campus events.

REOPENERS

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

Union Rights proposes additional District-provided released/reassigned time for members of the CCFE negotiating team.


Salary proposes salary increases for full-time and part-time faculty. It awards credit on the salary scale for part-time and full-time teaching experience for tenure-track hires, including retroactive pay where appropriate. It also restructures the part-time salary schedule so that it is comparable to neighboring districts.

Evaluation proposes well-defined grounds for initiating an Administrative Review.

Sabbatical Leave proposes to clarify the review process and the ranking of those who are approved for sabbatical leaves.

Term proposes a duration from July 1, 2012 to June 30, 2015.

CERRITOS COLLEGE

TO: Board of Trustees
FROM: Dr. Linda L. Lacy, President/Superintendent 
PREPARED BY: Dr. Bryan Reece, Dean, Academic Success and Institutional Effectiveness
DATE: June 27, 2012
SUBJECT: Consideration of Approval of Summer 2012 Stipend

RECOMMENDATION

It is recommended that the Board of Trustees approve a stipend for David Betancourt, Coordinator of the Center for Teaching Excellence (CTX).

OVERVIEW

The Center for Teaching Excellence (CTX) serves as the one central center for expert assistance in new teaching and learning theory, sound pedagogy and instructional technology.

ANALYSIS

The Center provides this support for faculty through a variety of instructional and professional development activities and services, training, workshops and institutes. David Betancourt will act as coordinator of the CTX and liaison with faculty.

Dr. Betancourt will coordinate and expand faculty leadership by establishing a CTX advisory board, convert all messaging and branding from Innovation Center to Center for Teaching Excellence, and develop and maintain the CTX website. He will also develop workshops on emerging technologies, coordinate the new faculty training program, and develop resources for adjunct faculty and department chairs. He will coordinate SLO writing workshops, Unit Planning workshops, Program Review workshops and training for pilot programs such as MyFoundationsLab.

As instructional and professional development activities continue to merge into one central center, Dr. Betancourt's responsibilities will include managing the Faculty Inquiry Group Program, organizing the annual speaker/conference on student success, and coordinating the Summer Institute for student success.

For this work, David Betancourt will receive a \$5,877 stipend for the fourth 6-week summer session of 2012.

FINANCIAL IMPLICATIONS

Basic Skills Initiative grant 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

REVIEWED BY: Ms. Lynn Serwin, Professor of English iFalcon Co-coordinator Title V Grant and Dr. Stephen Clifford, Professor of English/iFALCON co-coordinator Title V Grant

PREPARED BY: Ms. Lynn Serwin, Professor of English iFalcon Co-coordinator Title V Grant and Dr. Stephen Clifford, Professor of English/iFALCON co-coordinator Title V Grant

DATE: June 27, 2012

SUBJECT: **Consideration of Approval of Stipends for Faculty participating in the Student Success Summer Institute "Working with a Diverse Student Population: Addressing How Students Learn"**

RECOMMENDATION

It is recommended that the Board of Trustees approve payments for the named employees for their participation in the Student Success Summer Institute "Working with a Diverse Student Population: Addressing How Students Learn" during the Summer of 2012.

OVERVIEW

The iFALCON Title V Grant has sponsored several professional development activities in this third year of its five-year grant.

ANALYSIS

During an intensive 4-day workshop, faculty researched potential challenges to student learning diversity, and developed curriculum and projects for inclusion in their Fall 2012 courses. Faculty specifically studied the works of Ken Bain on what good college teachers do as well as Eric Jensen and David A. Sousa in the field of brain-based learning to address multiple student learning styles. Faculty will share outcomes of their interventions at an event in Fall 2012.

FINANCIAL IMPLICATIONS

No general funds will be used for these stipends. iFalcon Title V grant funds will be utilized for this expenditure. Upon completion of the seminar on June 7th, 2012, the following faculty members are to receive \$300 stipends as follows: Carlos R. Arce, Hilda Argueta, Mike Berdine, Rich Cameron, Erin Cole, Ja'net Danielo, Christine Ersig-Marcus, Dahlia Flores-Salcido, Elaine Folayan, Mark J. Fronke, Susan Fuschetto, Susan Gradin, Carmen Hill, Annette Grigorieff, Jamila Guerrero-Cantor, Walter Hammerwold, Scottie Henderson, Irma Hernandez, Lance Kayser, Benjamin Klein, Tatiana Lawler Sweeney, Alexi Lykissas, Christian Maldonado, Minodora Moldoveanu, Deb Moore, Terrance Mullins, Kevin Nelson, Jennifer O'Grady, Elizabeth Page, Charlie Robertson, Martha Robles, Christy Russell, Thomas Taylor, Enrique Valenzuela, Lizette Veloz-Rendon, Michelle Lewellen, Veronica Herrera, and Lynell Wiggins.


The follow faculty members are to receive \$400 stipends as follows: Niki Lovejoy, Chad Greene, and Mary Hunt.

000311

The following faculty members are to receive a \$225 stipend: Angela Beck, Max Evans, Judi Holmes, Alice Miller, Dustin Lehren, and Corine Sutherland.

The follow faculty member is to receive a \$100 stipend: Sybil (Blair) DiGiovanni.

CERRITOS COLLEGE

TO: Board of Trustees
FROM: Dr. Linda L. Lacy, President/Superintendent
REVIEWED BY: Dr. Francie Quaas-Berryman, Developmental Education Coordinator 
PREPARED BY: Dr. Francie Quaas-Berryman, Developmental Education Coordinator
DATE: June 27, 2012
SUBJECT: **Consideration of Approval Stipends for Faculty Training/Orientation for Summer 2012**

RECOMMENDATION

It is recommended that the Board of Trustees approve stipends for faculty training/orientation for Summer 2012.

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 summer 2012 semester, faculty will be participating in a variety of projects designed to develop and deliver curriculum in the newly established Success Center and in professional development 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 development of Directed Learning Activities (DLAs), development and facilitation of workshops to address program and institutional SLOs.

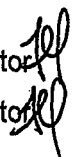

FINANCIAL IMPLICATIONS

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:

Banga, Shellie	\$1000
Cano, Andrea	\$1000
Fagundes, Michelle	\$1000
Sugihara-Cheetham, Joann	\$3000
Klein, Ben	\$1000
Lykissas, Alexandra	\$1000
O'Grady, Jennifer	\$1000
Spradlin, Nancy	\$2000
Tashima, John	\$1000
Westaway, Christa	\$1000
Wiggins, Lynell	\$750

000313

CERRITOS COLLEGE

TO: Board of Trustees
FROM: Dr. Linda L. Lacy, President/Superintendent
REVIEWED BY: Dr. Francie Quaas-Berryman, Developmental Education Coordinator 
PREPARED BY: Dr. Francie Quaas-Berryman, Developmental Education Coordinator 
DATE: June 27, 2012
SUBJECT: **Consideration of Approval Stipends for Success Center Faculty Training/Orientation for Spring 2012**

RECOMMENDATION

It is recommended that the Board of Trustees approve stipends for Success Center faculty training/orientation for Spring 2012.

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 spring 2012 semester, faculty had participated in a variety of trainings, projects designed to develop and deliver curriculum in the newly established Success Center and in professional development 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 development of Directed Learning Activities (DLAs), development and facilitation of workshops to address program and institutional SLOs.

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:

Banga, Shellie	\$150	Lovejoy, Niki	\$150
Chester, Bob	\$150	McCance, Ian	\$150
Coulter, Lucia	\$75	Parsons, Sue	\$75
DiGiovanni, Sybil (Blaire)	\$150	Russell, Christy	\$150
Fagundes, Michelle	\$150	Spradlin, Nancy	\$150
Greene, Chad	\$150	Tashima, John	\$150
Flores-Salcido, Dahlia	\$100	Yang, Lucy	\$150
Grigorieff, Annette	\$75		
Hsiao, John	\$150		
Hugen, Mark	\$150		
Klein, Ben	\$150		
Leon, Juan	\$150		
Lopez, Manuel	\$150		

CERRITOS COLLEGE

TO: Board of Trustees
FROM: Dr. Linda L. Lacy, President/Superintendent
PREPARED BY: Dr. Bryan Reece, Dean, Academic Success and Institutional Effectiveness
Dr. Francie Quaas-Berryman, Developmental Education Coordinator 
DATE: June 27, 2012
SUBJECT: **Consideration of Approval Stipends for Faculty in MyFoundationsLab Pilot in Spring 2012**

RECOMMENDATION

It is recommended that the Board of Trustees approve a stipend for faculty participating in the MyFoundationsLab Pilot offered in collaboration between the CTX and the Success Center in Spring 2012.

OVERVIEW

During the Spring 2012 semester, faculty participated in a MyFoundationsLab pilot to address, exploring the software as a solution for academic support. Training for participants was offered through the Center for Teaching Excellence. The support was offered to students through the Success Center.

- About the Center for Teaching Excellence (CTX): The CTX serves as the central center for expert assistance in new teaching and learning theory, sound pedagogy and instructional technology.
- About the Success Center: The Cerritos College Success Center guides students to the completion of their academic goals by creating an accessible, responsive, constructive, learner-centered space for students to become active, independent, and confident learners. Meeting students where they are as learners, the Center promotes success by supporting the development of academic skills and strategies, personal responsibility, and an understanding of both college culture and effective decision making. The Success Center supports instructional objectives of the faculty and advances the educational and retention efforts of Cerritos College in a coordinated effort to support student success.

ANALYSIS

The faculty listed below participated in the MFL pilot program for the duration of the Spring 2012 semester and completed all the requirements. The goal of this pilot was to design custom assignments for each course with the sole purpose of helping students review/improve the essential skills needed to succeed in the course or any other future courses. A collection of data was required throughout the semester in order to help determine the efficacy of MyFoundationsLab.

These are the requirements to earn the stipend:

- Select modules and customize course.
- Use MyFoundationsLab for the Spring 2012 semester.
- Bring class to the Success Center for an orientation on how to use MFL.
- Monitor student's work and collect efficacy data.

- Write a page describing instructor and student experience with MFL. For example: How it benefited your students? What went well? What didn't go well? How was it used? And any other things you would like to share.
- Print and submit an MFL class report that shows the work completed by students.
- Submit a list of courses using MFL for Summer 2012.

FINANCIAL IMPLICATIONS

No General Funds will be used for these stipends. Basic Skills Initiative funds will be utilized for this expenditure. The following are faculty to receive the indicated stipend:

Barbara Belroy	\$300	Kimberley Duff	\$300
Ni Bueno	\$300	Astrid Feist	\$300
Andrea Cano	\$300	Sandy Marks	\$300
Lucia Coulter	\$300	Joann Sugihara-Cheetham	\$300

Project: Cerritos College
Automotive Technology Complex
Modernization & Addition
11110 Alondra Blvd
Norwalk, CA 90650

Change Order Number: 05
Final CO

To: Vigilant Insurance Company
15 Mountain View Road
Warren, NJ 07059
P: 908-903-5339
F: 908-903-5537

Summary:

Item 5.01

Description: Rubber flooring base added at classrooms and hallway in Building A.
Reference: Jaynes Change Order Request # A-AddtlBase dated 05/02/12.
Reason: Contract scope did not account for replacement of rubber flooring base in these areas. New finished materials to match new wall finishes. Will also provide ease of maintenance. Approximately 50% of new flooring base was provided for by the contractor as the existing flooring base had been removed when not called for.
Requested by: Program Manager
Cost: Add \$ 888.00
Time Extension: Days 0

Item 5.02

Description: Larger electrical boxes for AV control panels.
Reference: Jaynes Change Order Request # A-AV Boxes dated 04/18/12.
Reason: New AV equipment as per plans developed in 2011, required larger boxes than designed for in the renovation plans developed in 2009.
Requested by: Program Manager, Campus
Cost: Add \$ 1,308.00
Time Extension: Days 0

Item 5.03

Description: Larger electrical wiring for storage rack systems in Building G.
Reference: Jaynes Change Order Request # A-BldgWireSize dated 02/19/12.
Reason: Electrical design captured smaller (incorrect) size wire for the new storage rack systems.
Requested by: Contractor, Architect
Cost: Add \$ 1,010.00
Time Extension: Days 0

Item 5.04

Description: Relocation of Construction Staging Yard and Temporary Automotive Storage Yard
Reference: Jaynes Change Order Request # A-Rm17&Cleanup dated 05/15/12 (portion of this COR).
Reason: Campus Safety and Access. Staging yard from original contract comingled the construction staging and the automotive storage areas.
Requested by: Contractor, Program Manager
Cost: Add \$ 2,375.00
Time Extension: Days 0

Item 5.05

Description: Relocate Lights in Room #AT17 (Office)
 Reference: Jaynes Change Order Request # A-Rm17&Cleanup dated 05/15/12 (portion of this COR).
 Reason: Revised design to accommodate new AV equipment.
 Requested by: Contractor, Program Manager
 Cost: Add \$ 455.00
 Time Extension: Days 0

Item 5.06

Description: Removal of casework in Room #AT17 (Office)
 Reference: Jaynes Change Order Request # A-Rm17&Cleanup dated 05/15/12 (portion of this COR).
 Reason: Furniture plan revised to include new furniture in Room #AT17. Casework removed and flooring repaired to make way for new furniture layout.
 Requested by: Campus
 Cost: Add \$ 1,616.00
 Time Extension: Days 0

Item 5.07

Description: Patching of existing damaged walls in Room #AT17 (Office)
 Reference: Jaynes Change Order Request # A-Rm17&Cleanup dated 05/15/12 (portion of this COR).
 Reason: Existing wall finishes found to be in poor shape in comparison to the adjacent new finishes.
 Requested by: Program Manager
 Cost: Add \$ 1,100.00
 Time Extension: Days 0

Item 5.08

Description: Phase 4 North Driveway Replacement – Additional costs based upon additional backup provided and agreed upon.
 Reference: Request For Information # 294, Field Work Directive # 011T, Jaynes Change Order Request # A-RFI#294R3 dated 05/03/12.
 Reason: Previous Change Order #04, Items 4.2 through 4.5 approved \$33,413 of costs associated with this work, as based upon the backup provided at that time. Additional backup has since been provided.
 Requested by: Architect, Contractor, Program Manager.
 Cost: Add \$ 5,091.00
 Time Extension: Days 0

Item 5.09

Description: Ceiling revision and sloped at window in Conference Room #AT15
 Reference: Jaynes Change Order Request # A-RFI#341 dated 12/20/11 (previously responded to and since revised).
 Reason: Original room layout called for a flat ceiling and closure of this window. Ceiling revised in the field to provide available natural light in this space.
 Requested by: Contractor, Program Manager.
 Cost: Add \$ 2,121.00
 Time Extension: Days 0

Item 5.10

Description: Revised structural connections to accommodate existing steel at new HVAC unit #PAC-2.
 Reference: Jaynes Change Order Request # A-RFI#350R2 dated 05/07/12 (portion of this COR) (previously submitted and since revised).

Reason: Unforeseen condition. Existing steel layout different in this area than that defined elsewhere.

Requested by: Contractor, Architect

Cost: Add \$ 2,457.00

Time Extension: Days 0

Item 5.11

Description: Removal and replacement of existing electrical conduits in Room #AT22.
 Reference: Jaynes Change Order Request # A-RFI#350R2 dated 05/07/12 (portion of this COR) (previously submitted and since revised).

Reason: Existing electrical were inline with the location required for the new structural steel to support the new HVAC unit #PAC-2 on the roof.

Requested by: Contractor, Architect

Cost: Add \$ 2,532.00

Time Extension: Days 0

Item 5.12

Description: Removal of existing steel supports of old HVAC units.

Reference: Jaynes Change Order Request # A-RFI#352 dated 04/03/12.

Reason: Existing steel supports found to be in the way of new steel beams for new HVAC units.

Requested by: Contractor, Architect, Program Manager

Cost: Add \$ 1,374.00

Time Extension: Days 0

Item 5.13

Description: Additional framing for rated walls at Room #AT12

Reference: Jaynes Change Order Request # A-A-Rm#12 dated 04/03/12.

Reason: DSA Requirement to provide fire rating at this room.

Requested by: Architect

Cost: Add \$ 2,264.00

Time Extension: Days 0

Item 5.14

Description: Sewer snake and attempt to camera existing drain line at drinking fountain in Building B.

Reference: Jaynes Change Order Request # A-WWO#01-R1 dated 04/05/12.

Reason: Review and research of existing clogged drain line to determine extent of the issue. Existing sewer line is in need of replacement. Tilden-Coil and Campus Facilities coordinating this to be done by a separate contractor.

Requested by: Program Manager

Cost: Add \$ 863.00

Time Extension: Days 0

Item 5.15

Description: Credit for providing tile backer board in lieu of mortar bed at restroom walls.
 Reference: Jaynes Change Order Request # A-BkrBrdCredit dated 05/21/12.
 Reason: Time savings on critical path of the project schedule.
 Requested by: Contractor
 Cost: (Deduct) \$(2,676.00)
 Time Extension: Days 0

Item 5.16

Description: Credit for site gas line not provided on west side of Building A.
 Reference: Jaynes Change Order Request # A-GasLineCredit dated 05/21/12.
 Reason: Gas line for future use as per original design not needed. Existing / recent gas line services this area.
 Requested by: Inspector of Record, Program Manager
 Cost: (Deduct) \$(2,340.00)
 Time Extension: Days 0

Item 5.17

Description: Credit for ADA parking stall striping not provided.
 Reference: Jaynes Change Order Request # A-StripingCredit dated 05/21/12.
 Reason: The area is to be re-striped along with a great section of the parking lot. This larger and additional scope of work is being coordinated by Tilden-Coil and Campus Facilities to be provided by a separate contractor.
 Requested by: Program Manager
 Cost: (Deduct) \$(9,420.00)
 Time Extension: Days 0

Item 5.18

Description: Re-inspection and premium time for inspection costs.
 Reference: Jaynes Change Order Request # A-InspCredit dated 05/21/12.
 Reason: To be provided at no additional cost to the District
 Requested by: Program Manager
 Cost: (Deduct) \$(1,400.00)
 Time Extension: Days 0

This Change Order is hereby executed on the _____ day of _____, 2012.

Approved By:

Approved By:

CERRITOS COLLEGE
DAVID EL FATTAL, V.P. OF BUSINESS SERVICES
11110 ALONDRA BLVD.
NORWALK, CA 90650

VIGILANT INSURANCE COMPANY (BENCHMARK)
MIKE TOMEO, AGENT
15 MOUNTAIN VIEW RD. (2 VENTURE, STE. 200)
WARREN, NJ 07059 (IRVINE, CA 92618)

Reviewed By:

Reviewed By:

TILDEN-COIL CONSTRUCTORS, INC.
JIMMY RIORDAN, PROJECT MANAGER
11110 ALONDRA BLVD.
NORWALK, CA 90650

TATE SNYDER KIMSEY / CALDWELL
JOHN THOMAS, ARCHITECT
3107 WASHINGTON BLVD.
MARINA DEL REY, CA 90292

CASH BORROWING RESOLUTION-#12-08

**Temporary Transfers from the School Pools Fund maintained by the
Los Angeles County Treasurer**

Cerritos Community College District

WHEREAS, sufficient cash is needed to pay obligations for current operating requirements lawfully incurred in the fiscal year, and;

WHEREAS, Article XVI, Section 6, of the California Constitution allows for borrowing from the School Pools Fund maintained by the Los Angeles County Treasurer (Treasurer), and;

WHEREAS, the following restrictions apply to this authorization:

1. Maximum amount of authorized borrowing: \$ 65,207,215
2. For Fiscal Year; 2012-13
3. Shall not exceed 85 percent of the anticipated revenues accruing to the district.
4. Shall not be made prior to the first day of the fiscal year nor after the last Monday in April of the current fiscal year.
5. Shall be repaid from revenues accruing to the district before any other obligation of the district is met from such revenue.


NOW, THEREFORE, BE IT RESOLVED, that the Governing Board of the Cerritos Community College District hereby requests the Treasurer to make temporary transfers of funds.

Certification of the Clerk of the Board

The agenda with this item for action was posted as required by law.

This resolution was adopted by the Governing board on: June 27, 2012 Date

Signature:


Clerk of the Governing Board

.....

CERRITOS COLLEGE

TO: Board of Trustees
FROM: Dr. Linda L. Lacy, President/Superintendent
REVIEWED BY: Mr. David El Fattal, Vice President of Business Services *Def*
PREPARED BY: Noorali Delawalla, Director of Fiscal Services *Ali*
DATE: June 27, 2012
SUBJECT: **Consideration of Approval for the Establishment of Supplemental Employee Retirement Plan (SERP) Fund 69.2**

RECOMMENDATION

It is recommended that the Board of Trustees approve the establishment of Supplemental Employee Retirement Plan (SERP) Fund 69.2.

OVERVIEW

The governing board of a community college district may establish a fund to accumulate monies from other contributions for employee retirement benefit payments. Such monies shall be accounted for as an Other Internal Services Fund. With the establishment of Fund 69.2, the district shall maintain a separate accounting of its OPEB obligations [Fund 69.1] and its SERP obligations.

ANALYSIS

The new fund will be used to account for the activities within the SERP fund, and to make annual payments for the plan.

FINANCIAL IMPLICATIONS

OPEB Funds and SERP Funds will be maintained in separate funds.

CERRITOS COLLEGE

TO: Board of Trustees
FROM: Dr. Linda L. Lacy, President/Superintendent
PREPARED BY: Mr. David El Fattal, Vice President of Business Services *DEF*
DATE: June 27, 2012
SUBJECT: **Consideration of Approval of Vintage Funds for Resource Allocation Requests related to Student Success**

RECOMMENDATION

It is recommended that the Board of Trustees authorize monies to be expended from Vintage Fund 39.1 for the resource allocation items that are related to student success and delineated on the attached list.

OVERVIEW

On March 21, 2012, the Board of Trustees approved updated guidelines regarding the use of Vintage Funds to be utilized exclusively for non-personnel matters related to student success. These guidelines allow for an amount not to exceed \$400,000 to be allocated annually to fund identified items or projects.

ANALYSIS

The items listed on the attached worksheet originated from the college's unit plans, student success plan, educational master plan or facilities master plan. The list was shared and discussed with the Planning and Budget Committee. Executive Council has reviewed and approved this list and is recommending to the Board of Trustees that funding of the identified items be authorized.

FINANCIAL IMPLICATIONS

The Vintage housing generates approximately \$550,000 annually in revenue. Funding of the identified items will utilize \$369,588 from this fund.

2012-13 Resource Requests

DRAFT

TRACKING #	AREA	LOC	UNIT	TITLE	AMOUNT	COLLEGE RANKING	TYPES	Funding Source
12-02560-009	AA	2560	PE	Replace studio and concert stage flo ...	\$30,848.00	3	F	Vintage Fund
12-02220-009	AA	2220		Expanded Security Gate System	\$30,000.00	5	C	Vintage Fund
12-02600-063	AA	2600		Software maintenance and update	\$34,500.00	6	C	Vintage Fund
12-02300-008	AA	2300	AED	Upgrade of CE3 to Smart Classroom	\$5,000.00	7	C	Vintage Fund
12-02540-009	AA	2540	ANTH	3 Skeleton Kits	\$3,500.00	8	C	Vintage Fund
12-02550-017	AA	2550		Budget (Turn-it-In)	\$16,000.00	9	C	Vintage Fund
12-02560-021	AA	2560		Leg Press Machine	\$5,000.00	10	C	Vintage Fund
12-02260-001	AA	2260		National Student Clearinghouse Stude ...	\$1,300.00	11	C	Vintage Fund
12-02520-018	AA	2520	ART	Stationary computer for podium in FA 43	\$2,500.00	12	C	Vintage Fund
12-02300-004	AA	2300	AED	Upgrade language development software	\$10,000.00	13	C	Vintage Fund
12-02220-008	AA	2220		Expand print and electronic book col ...	\$40,000.00	14	C	Vintage Fund
12-02540-006	AA	2540	POL	Multimedia Materials	\$1,000.00	15	C	Vintage Fund
12-02570-014	AA	2570	PHYS	Replacement Air Tracks (20)	\$17,940.00	18	C	Vintage Fund
12-02520-004	AA	2520	MCOM	Update Adobe Audition licenses for r ...	\$1,000.00	19	C	Vintage Fund
12-02520-048	AA	2520	PHOT	Critique Space for Photo Room FA 41	\$5,000.00	20	C	Vintage Fund
12-02560-022	AA	2560		Backstop for new utility field	\$10,000.00	22	C	Vintage Fund
12-03200-056	SS	3200	FA	Replace One-Stop Stations monitors, ...	\$25,000.00	24	C	Vintage Fund
12-02570-002	AA	2570	BIOL	Replacement ECG Machine for Anatomy ...	\$6,000.00	25	C	Vintage Fund
12-02520-007	AA	2520	MCOM	Upgrade computers in journalism lab ...	\$65,000.00	27	C	Vintage Fund
12-02300-009	AA	2300	AED	Upgrade Computer Classroom	\$60,000.00	28	C	Vintage Fund

\$369,588.00

AREA KEY

ACADEMIC AFFAIRS
 BUSINESS SERVICES
 HUMAN RESOURCES
 PRESIDENTS OFFICE
 STUDENT SERVICES

AREA

AA
 BS
 HR
 PO
 SS

DESCRIPTION:

CAPITAL OUTLAY
 FACILITIES RESOURCES
 ADDITIONAL PERSONNEL
 BUDGET AUGMENTATION

TYPES

C
 F
 P
 B

000325

BUDGET TRANSFERS FOR JUNE 27, 2012

01.0 FUND - GENERAL FUND UNRESTRICTED

FROM

ACADEMIC SALARIES	\$	(105,000)
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	
CAPITAL OUTLAY	\$	
INTERFUND TRANSFERS	\$	
CONTINGENCY	\$	
TOTAL		
	\$	(105,000)

TO

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	13,142
EMPLOYEE BENEFITS	\$	16,750
SUPPLIES AND MATERIALS	\$	9,803
OTHER CONTRACT EXPENSES AND SERVICES	\$	53,947
CAPITAL OUTLAY	\$	11,358
PAYMENTS TO OR FOR STUDENTS	\$	
TOTAL		
	\$	105,000

Transfers: Between object codes

Self Balancing: No effect on the ending balance

Number of Transfer Requests: Ten (10)

Divisions/Departments/Programs:

Student Success, President's Office, Teacher TRAC, Fine Arts & Community, SEM,
Student Activities, Technology, Business Services, and Student Services

BUDGET TRANSFERS FOR JUNE 27, 2012

01.3 FUND - GENERAL FUND - RESTRICTED

FROM

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	(1,762,584)
OTHER CONTRACT EXPENSES AND SERVICES	\$	
CAPITAL OUTLAY	\$	
INTERFUND TRANSFERS	\$	
CONTINGENCY	\$	
TOTAL		
	\$	(1,762,584)

TO

ACADEMIC SALARIES	\$	548,658
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	183,087
EMPLOYEE BENEFITS	\$	171,263
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	142,269
CAPITAL OUTLAY	\$	715,404
PAYMENTS TO OR FOR STUDENTS	\$	1,903
TOTAL		
	\$	1,762,584

Transfers: Between object codes

Self Balancing: No effect on the ending balance

Number of Transfer Requests: Twelve (12)

Divisions/Departments/Programs:

Basic Skills, Teacher Prep Pipeline 2010/2011, Enrollment Growth for Assoc Degree Nursing Prog (116), VTEA Title I-C, DOEd: Prekindergarten & Family Literacy Program, DOEd: Gnrl Childcare & Dev. Programs, BFAP (Board Financial/Assistance Program), Los Angeles Universal Preschool, EOPS, CARE

BUDGET TRANSFERS FOR JUNE 27, 2012

39.0 FUND - OTHER SPECIAL REVENUE FUND

FROM

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	(5,412)
OTHER CONTRACT EXPENSES AND SERVICES	\$	(4,075)
CAPITAL OUTLAY	\$	
INTERFUND TRANSFERS	\$	
CONTINGENCY	\$	
TOTAL	\$	(9,487)

TO

ACADEMIC SALARIES	\$	3,570
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	230
EMPLOYEE BENEFITS	\$	1,687
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	
CAPITAL OUTLAY	\$	4,000
PAYMENTS TO OR FOR STUDENTS	\$	
TOTAL	\$	9,487

Transfers: Between object codes

Self Balancing: No effect on the ending balance

Number of Transfer Requests: Two (2)

Divisions/Departments/Programs:

Teacher TRAC Contract Education, Culinary Arts

BUDGET TRANSFERS FOR JUNE 27, 2012

41.0 FUND - CAPITAL OUTLAY PROJECTS FUND

FROM

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	
CAPITAL OUTLAY	\$	(99,025)
INTERFUND TRANSFERS	\$	
CONTINGENCY	\$	
<hr/>		
TOTAL	\$	(99,025)
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TO

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	99,025
CAPITAL OUTLAY	\$	
PAYMENTS TO OR FOR STUDENTS	\$	
<hr/>		
TOTAL	\$	99,025
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Transfers: Between object codes

Self Balancing: No effect on the ending balance

Number of Transfer Requests: One (1)

Divisions/Departments/Programs:

COPS, District, Capital Outlay, Technology Needs, Construction Augmentation

BUDGET TRANSFERS FOR JUNE 27, 2012

42.0 FUND - REVENUE BOND CONSTRUCTION FUND

FROM

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	
CAPITAL OUTLAY	\$	(1,053,099)
INTERFUND TRANSFERS	\$	
CONTINGENCY	\$	
TOTAL	\$	(1,053,099)

TO

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	211,123
OTHER CONTRACT EXPENSES AND SERVICES	\$	841,976
CAPITAL OUTLAY	\$	
PAYMENTS TO OR FOR STUDENTS	\$	
TOTAL	\$	1,053,099

Transfers: Between object codes

Self Balancing: No effect on the ending balance

Number of Transfer Requests: Four (4)

Divisions/Departments/Programs:
Revenue Bond Construction Fund (Various Locations)

BUDGET TRANSFERS FOR JUNE 27, 2012

69.0 FUND - STUDENT HEALTH SERVICES FUND

FROM

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	(8,067)
OTHER CONTRACT EXPENSES AND SERVICES	\$	
CAPITAL OUTLAY	\$	
INTERFUND TRANSFERS	\$	
CONTINGENCY	\$	
TOTAL	\$	(8,067)

TO

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	2,000
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	6,067
CAPITAL OUTLAY	\$	
PAYMENTS TO OR FOR STUDENTS	\$	
TOTAL	\$	8,067

Transfers: Between object codes

Self Balancing: No effect on the ending balance

Number of Transfer Requests: One (1)

Divisions/Departments/Programs:

Student Health Service

BUDGET TRANSFERS FOR JUNE 27, 2012

69.1 FUND - RETIREE HEALTH BENEFITS

FROM

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	(1,122,522)
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	
CAPITAL OUTLAY	\$	
INTERFUND TRANSFERS	\$	
CONTINGENCY	\$	
TOTAL	\$	(1,122,522)

TO

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	
CAPITAL OUTLAY	\$	
OTHER TRANSFERS OUT	\$	1,122,522
TOTAL	\$	1,122,522

Transfers: Between object codes

Self Balancing: No effect on the ending balance

Number of Transfer Requests: One (1)

Divisions/Departments/Programs:

SERP Retirement Incentive

BUDGET TRANSFERS FOR JUNE 27, 2012

01.0 FUND - CONTINGENCY TRANSFERS

FROM

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	
CAPITAL OUTLAY	\$	
INTERFUND TRANSFERS	\$	
CONTINGENCY	\$	(43,684)
	<hr/>	
TOTAL	\$	(43,684)
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TO

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	41,205
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	2,479
CAPITAL OUTLAY	\$	
PAYMENTS TO OR FOR STUDENTS	\$	
	<hr/>	
TOTAL	\$	43,684
	<hr/> <hr/>	

Transfers: Between object codes

Self Balancing: To cover unanticipated expenditure for Board of Trustees

Number of Transfer Requests: One (1)

Divisions/Departments/Programs:

Board of Trustees

APPROPRIATION TRANSFER ANALYSIS FOR JUNE 27, 2012

Revenue Budget

00000.0-00000-70006-8697-0000000 (01.3 Fund) State - Basic Skills To increase Basic Skills budget to reflect correct funding for 2012, and to setup budget according to the P1 apportionment schedule.	\$	13,780
00000.0-00000-70750-8830-0000000 (01.3 Fund) Local - Los Angeles Universal Preschool (LAUP) To setup remaining budget for 2012.	\$	3,848
00000.0-00000-70770-8871-0000000 (01.3 Fund) Local - DOEd: Prekindergarten & Family Literacy Program To set up expense budget.	\$	815
00000.0-00000-70790-8190-0000000 (01.3 Fund) Federal - DOEd: Child and Adult Care Food Program To setup remaining budget for 2012.	\$	2,233
00000.0-00000-71120-8150-0000000 (01.3 Fund) Federal - Title IV Admin Cost Allow To reflect increase of funds to the Administrative Cost Allowance budget for 2011-2012 Fiscal Year.	\$	4,565
00000.0-00000-71630-8629-0000000 (01.3 Fund) State - El Camino CCD Collaborative #3 To set up 2011-2012 budget.	\$	91,642
00000.0-00000-75282-8629-0000000 (01.3 Fund) State - Teacher Prep Pipeline 2012 To set up 2011-2012 budget.	\$	120,000
00000.0-00000-78801-8890-0000000 (01.3 Fund) Local - CCF Packard Foundation To cover expenditures for 2011-2012 Fiscal Year.	\$	16,500
00000.0-00000-73601-8890-0000000 (01.3 Fund) Local - Foundation (FO) Californian Wellness Foundation To set up 2011-2012 budget.	\$	50,000

APPROPRIATION TRANSFER ANALYSIS FOR JUNE 27, 2012

00000.0-00000-75263-8690-0000000 (01.3 Fund) State - CalGRIP To cover expenditures for 2011-2012 Fiscal Year.	\$	153,000
00000.0-00000-75281-8629-0000000 (01.3 Fund) State - Teacher Prep Pipeline 2010/2011 To cover expenditures for 2011-2012 Fiscal Year.	\$	67,500
00000.0-00000-71100-8629-0000000 (01.3 Fund) State - BFAP (Board Financial/Assistance Program) To reflect an increase in income.	\$	5,000
00000.0-00000-73310-8190-0000000 (01.3 Fund) Federal - SHS/Family Pact/MAA To cover expenditures for Fiscal Year 2011-2012.	\$	14,750
00000.0-00000-74101-8830-0000000 (39.0 Fund) Local - ABC USD Tracy HS To set up 2011-2012 budget for ABC USD Tracy HS.	\$	5,000
00000.0-00000-02710-8840-0000000 (39.0 Fund) Local - Culinary Arts To increase budget to reflect Culinary Arts collected income.	\$	25,000
00000.0-00000-74100-8885-0000000 (39.0 Fund) Local - Citizenship Project To set up budget for new 2011-2012 income.	\$	275
00000.0-00000-74250-8830-0000000 (39.0 Fund) Local - Associated Builders & Contractors of Southern California To increase budget with 2011-2012 income received.	\$	16,334
00000.0-00000-74700-8831-0000000 (39.0 Fund) Local - Plaza Comunitaria To set up budget for 2011-2012 expenditures.	\$	6,434
00000.0-00000-75400-8831-0000000 (39.0 Fund) Local - EDD Trade Act To set up 2011-2012 budget based on 2011-2012 income received.	\$	2,348

APPROPRIATION TRANSFER ANALYSIS FOR JUNE 27, 2012

00000.0-00000-00000-8980-0000000 (69.2 Fund) Local - SERP To set up SERP for Fiscal Year 2011-2012.	\$ 5,604,774
00000.0-00000-73400-8629-0000000 (01.3 Fund) State - Matriculation To adjust revenue budget to reflect the final allocation.	\$ 26,350
00000.0-00000-70740-VARIOUS-0000000 (39.0 Fund) Local - Child Development Center To set up budget for fees collected from parents at the Child Development Center.	\$ 2,000
00000.0-00000-75130-8831-0000000 (39.0 Fund) Local - Welding Certification To set up Welding Certification budget to recognize 2012 revenue/deposits.	\$ 12,500
00000.0-00000-73760-8820-0000000 (39.0 Fund) Local - Cerr Fndn, CCC Fndn Workplace Success for Immigrants To set up budget for 2011-2012 expenditures billed to the CC Foundation.	\$ 22,780
00000.0-00000-73770-8190-0000000 (39.0 Fund) Federal - Cerr Fndn, Career Ironworker Appr. Trade To set up budget for 2011-2012 expenditures billed to the CC Foundation.	\$ 3,539
00000.0-00000-70200-8170-0000000 (01.3 Fund) Federal - Perkins (VTEA) To allocate funds to area budget. Funds are available from the 2011-2012 Perkins (VTEA) allocations from the Chancellor's office. Board approved.	\$ <u>6,602</u>
Total Revenue Budget	\$ <u><u>6,277,569</u></u>

APPROPRIATION TRANSFER ANALYSIS FOR JUNE 27, 2012

Expenditure Budget

00000.0-00000-73400-VARIOUS-6300000 (01.3 Fund) Matriculation To decrease allocation.	\$ (1,598)
00000.0-00000-70200-6450-0000000 (01.3 Fund) Perkins (VTEA) To allocate funds to area budget. Funds are available from the 2011-2012 Perkins (VTEA) allocations from the Chancellor's office. Board approved.	\$ 46,946
00000.0-00000-70220-VARIOUS-6190000 (01.3 Fund) Perkins (VTEA) Title I-B State Leadership To allocate funds to area budget. Funds are available from the Chancellor's Office grant for Research and Accountability. Board approved.	\$ 2,003
00000.0-00000-04100-7310-0000000 (69.1 Fund) SERP To move SERP funds to Fund 69.2.	<u>\$ 4,482,252</u>
Total Expenditure Budget	<u><u>\$ 4,529,603</u></u>

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

Name			Discipline	Salary Placement	Rate
Emmett	Karen		Photography	B5	60.33
Flanders	Mark		Photography	B5	60.33
Goodspeed	Joan		Theatre Arts	A1	48.83
Hammerwold	Walter		Journalism	A3	54.60
Hartl	Forrest		Theatre Arts	A5	60.33
Kidd	Thomas		Art	B5	60.33
Schwenkmeyer	Karen		Photography	B5	60.33
Skaar	Susan		Photography	B5	60.33
Ward	David		Theatre Arts	B5	60.33

SCIENCE, ENGINEERING & MATHEMATICS**Part-Time Instructors**

Name			Discipline	Salary Placement	Rate
Rojas	Santos		Biological Sciences	A1	48.83

TECHNOLOGY**Part-Time Instructors**

Name			Discipline	Salary Placement	Rate
Aragon	Richard		Automotive Mechanical Repair	B5	60.33

STUDENT SERVICES**Part-Time Counselors**

Name			Discipline	Salary Placement	Rate
Bello	Francesca		Financial Aid	C1	40.23
Chaney	Marcia		Financial Aid	C2	43.10
Gaines	Ken		Financial Aid	C2	43.10
Quiroz	Jamie		Financial Aid	C1	40.23
Tovar	Yajayra		Financial Aid	C1	40.23

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

Director of Student Activities Out-of-Class as needed @ 32-1 (\$7,579.00 per month) revise effective date from July 1, 2012 to June 1, 2012 and not to exceed June 30, 2013: 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, 2012 OR 175 TOTAL WORKDAYS, WHICHEVER OCCURS FIRST

Rosas, Alicia*	Instructional Aide I	\$9.56/hr (1)	05/21/12
Amezcuca, Salvador*	"	"	"
Lopez, Miguelliza*	Intermediate Clerk	\$9.56/hr	05/10/12
Molina, Nancy*	"	"	05/03/12
Crespin, Priscilla*	Student Placement Specialist	\$11.88/hr	03/25/12
Echeverria, Diana*	Instructional Aide II	\$12.81/hr (1)	06/01/12
Aiton, Amanda*	Community Ed. Specialist	\$29.15/hr	05/01/12
Raysky, Yelena*	"	"	06/01/12
Romero, Gustavo*	"	"	"
Sanchez, Sandra**	"	"	04/16/12
Iltner, Hillary**	Cont. Ed. Specialist (Health Occ.)	\$50.52/hr	05/16/12
Soekamto, Victoria**	"	"	05/15/12

SHORT-TERM HOURLY EMPLOYMENT (AS NEEDED), VARIABLE HOURS PER DAY & DAYS PER WEEK, FOR A PERIOD NOT TO EXCEED JUNE 30, 2013 OR 175 TOTAL WORKDAYS, WHICHEVER OCCURS FIRST

Hinton, Hannah	Aide-General (Lab)	\$8.00/hr	07/01/12
Alvarez, Guadalupe	Intermediate Typist Clerk	\$9.56/hr	07/01/12
Hernandez, Fernando	"	"	"
Al-Zreigat, Shams	Instructional Aide I	\$9.99/hr (2)	07/01/12
Aviso, Ian	"	\$9.56/hr (1)	"
Colln, Connie	"	\$10.51/hr (3)	"
Jalali, Ali	"	"	"
Stockwell, Melissa	Instructional Aide II	\$13.45/hr (2)	07/01/12

* Categorically Funded

** Specially Funded

Presented to the Board of Trustees 6/27/12

SHORT-TERM HOURLY EMPLOYMENT (AS NEEDED), VARIABLE HOURS PER DAY & DAYS PER WEEK, FOR A PERIOD NOT TO EXCEED JUNE 30, 2013 OR 175 TOTAL WORKDAYS, WHICHEVER OCCURS FIRST

Diaz, Sonia*	Program Facilitator	\$13.79/hr	07/01/12
Woods, Karen	Aide-Special (Interpreter II)	\$23.00/hr	07/01/12
Chrisco, Tiffanie	Aide-Special (Interpreter III)	\$26.50/hr	07/01/12
Graciano, Mireya	"	"	"
Powell, Maronda	"	"	"
Salazar, Randy	"	"	"
White, Bruce	"	"	"
Edquist, Alicia**	Cont. Ed. Specialist (Cultural Arts)	\$28.07/hr	07/01/12
Romero, Gustavo*	Community Ed. Specialist	\$29.15/hr	07/01/12
Newmaster, Charity	Aide-Special (Interpreter IV)	\$33.50/hr	07/01/12
Allen, Bernice	Aide-Special (Interpreter V)	\$39.50/hr	07/01/12
Cornwell, Aracely	"	"	"
Csiszer, Pauline	"	"	"
Grady, Jerry	"	"	"
Komulaine, Julie	"	"	"
Kostapapas, Eoanna	"	"	"
Kwon, Chung	"	"	"
Morse, Julie	"	"	"
Murray, Ami	"	"	"
Veal, Eglá	"	"	"
Bennett, Tenele	Aide-Specialist (Interpreter Certified)	\$41.00/hr	07/01/12

**Application for Reduced Workload Prior to Retirement
for Academic Employees**

**PLEASE NOTE: I AM HEREBY APPLYING FOR A TEMPORAL EXTENSION
TO THE REDUCED WORKLOAD PROGRAM THAT I AM ALREADY ON. THIS
IS NOT AN APPLICATION FOR A NEW PROGRAM.**

Name: Robert Buschauer

Division: SEM

In accordance with Board Policies Numbers 7215 through 7215.3, I hereby
request that my assignment be reduced to **90%** of my regular assignment,
beginning the academic year **Fall 2013** for a period of 3 year(s).
(1-5)

It is my understanding that I will be required to retire at the end of the **Spring
Semester 2016** academic year.

Robert Buschauer
Signature of Requesting Employee

5/21/12
Date

Carolyn Chambers
Signature of Immediate Manager

6/4/12
Date

Mary Brock
Signature of Appropriate Vice President

6/6/12
Date

[Signature]
Signature of President-Superintendent

6/7/12
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: 6/27/12

6/01/12

DEAR TRUSTEES:

I am a faculty member who is currently on the REDUCED WORKLOAD PRIOR TO RETIREMENT program. My current workload is 90% of full time, and my agreement is scheduled to terminate at the end of Spring semester 2013 after two years of participation.

The purpose of this correspondence is to respectfully request an extension of my current agreement to the end of Spring semester 2016. In other words, I would like to continue teaching at the 90% of FT level on the reduced workload program with mandatory retirement at the end of Spring semester 2016. The reasons for this request are given below.

Reason #1: Some time ago a close friend lost most of her means of financial support. Since then I have been giving her \$1000 per month to help her and her pets survive. I will probably need to continue doing this into the indefinite future. So the extra money that I would make by continuing my employment here would be very welcome.

Reason #2: The closer I get to retirement the more I realize how much I love Cerritos College and how much I will miss it after I retire. So I would like to postpone that retirement and continue working at 90% of FT level with mandatory retirement at the end of Spring 2016.

Thank you for considering my request.

Respectfully,

Robert Buschauer

000342

Human Resources

1 **AP 7210 ACADEMIC EMPLOYEES**

2 **References:**

3 Education Code, Sections 87400 et seq., 87600 et seq., and 87482.8;
4 Title 5, Section 51025

5 **Faculty Senate:** A faculty senate, organized under the provisions of the Administrative
6 Code (California Code of Regulations, Title 5, Section 53200 et seq.), may represent
7 the faculty by participating with the administration and the Board of Trustees in the
8 formation of District policies on academic and professional matters as long as the
9 exercise of such function does not conflict with lawful collective bargaining agreements.

10 **Full-Time Faculty Assignment:** All employment is predicated on a 40-hour week for
11 all full-time academic employees. A full-time teaching load is 30 teaching units per
12 academic year. Full-time academic employees' work hour assignments shall be made
13 in accordance with established administrative guidelines and procedures. All full-time
14 faculty employees regardless of tenure status, title or District assignment, shall perform
15 specific duties under the direction of the designated management employee.

16 **Full-Time Faculty Assignment in Adult Education:** A full-time teaching assignment
17 in Adult Education classes for the District is 30 teaching hours per week. Temporary
18 part-time Adult Education instructors' assignments shall not exceed 60 percent of the 30
19 hours per week pursuant to Education Code Section 87482.5. The duties and
20 responsibilities of full-time Adult Education faculty are the same as the duties and
21 responsibilities of all other full-time academic employees.

22 **Academic Rank:** Qualifications and procedures to obtain rank shall be recommended
23 by the Faculty Senate, approved by the Vice President of Academic Affairs, and
24 published in the Faculty Handbook.

25 **Reduced Workload Prior to Retirement:** A reduced workload from full-time to part-
26 time (not less than half-time) with prorated pay and maintenance of full retirement
27 benefits, may be granted by the Board of Trustees to those academic employees who
28 qualify.

29 **Qualification for Application:** To qualify for the application for reduced load, the
30 employee must meet all the following criteria:

- 31 1. The employee shall have reached age 55 prior to the year when the reduction in
32 workload occurs.

- 33 2. The employee shall have been employed full-time in an academic position for at
34 least ten years of which the immediate preceding five years were full-time
35 employment with the Cerritos Community College District.
36 3. During the period immediately preceding a request for a reduction in workload,
37 the employee shall have been employed full-time in an academic position for a
38 total of at least five years without a break in service. Sabbatical leaves and other
39 approved leaves of absence shall not constitute a break in service. Time spent
40 on a sabbatical or other approved leave of absence shall not be used in
41 computing the five year full-time service requirement.
42 4. The employee cannot participate in the plan for more than five years.
43 5. The employee is not an educational administrator.

44 **Terms of Agreement:** The terms of agreement for reduced workload between the
45 District and the employee include the following:

- 46 1. The option of part-time employment shall be exercised at the request of the
47 employee and can be revoked only with the mutual consent of the employer and
48 the employee.
49 2. The employee shall be paid a salary which is the pro-rata share of the salary
50 he/she would be earning had he/she not elected to exercise the option of part-
51 time employment, but shall retain all other rights and benefits for which he/she
52 makes the payments that would be required if he/she remained in full-time
53 employment. All hours of required service to the District under this agreement
54 shall be prorated accordingly.
55 3. An employee requesting the reduced workload prior to retirement will be
56 assigned a minimum of 50% load. An employee requesting the reduced
57 workload of 50% prior to retirement may have the reduced assignment
58 scheduled in either one semester or in the two semesters upon mutual
59 agreement of the employee and the District. If reduced workload exceeds a 50%
60 assignment, the load will be divided over two semesters. Each case will be
61 individually considered in relationship to how the reduced assignment will affect
62 the employee's assignment and meet District needs.
63 4. The employee and the District shall agree to contribute to the Teachers'
64 Retirement Fund the amount that would be contributed if the member were
65 employed on a fulltime basis. The employee shall make arrangements with the
66 Payroll Department for payroll deductions or a lump sum payment in the amount
67 necessary to pay the employee's 100% retirement contributions.
68 5. The period of agreement may be from one to five years.
69 6. The length of the original agreement for reduced load or the percentage of
70 assigned load may be changed within the limits of the Education Code only by
71 mutual agreement of the District and the employee.
72 7. If an employee works less than 100% assignment, the amount of accumulated
73 sick leave varies in direct proportion to the percent of full-time employment.
74 8. An employee on less than full-time employment, who must use sick leave, will
75 reduce earned leave on the same basis as employment.
76 9. The employee must retire on or before the termination of the agreement.

77 10. An employee on a reduced workload agreement shall not be employed in any
78 overload or substitute hourly assignments during the regular school year.

79 **Approval of Application:** Eligible academic employees who wish to apply for a
80 reduced workload should do so prior to February 1 of the school year preceding the first
81 year in which the reduced workload will become effective.

82 The application must be approved by the employee's immediate manager, the
83 appropriate Vice President, and the President/Superintendent before it can be
84 recommended to the Board of Trustees for approval.

85 The decision to approve or deny a request for a reduced workload of an employee will
86 depend on the effect it will have on the educational program. Consideration should be
87 given to whether adequate replacement can be found and the number of people within
88 an instructional area who may be on leave.

89 Also see BP 4005 titled Duties and Responsibilities of Faculty Members and BP 2510
90 titled Participation in Local Decision Making.

91 Offices of Primary Responsibility: Vice President, Academic Affairs
Human Resources

Date Approved: December 10, 2008

*(Replaces former Cerritos CCD Policies 7209,
7210, 7212, 7215 and 7222)*

CALIFORNIA CODES
EDUCATION CODE
SECTION 87483

87483. Notwithstanding any other provision, the governing board of a community college district may establish regulations that allow academic employees to reduce their workload from full-time to part-time duties. The regulations shall include, but shall not be limited to, the following if the employees wish to reduce their workload and maintain retirement benefits pursuant to Section 22713 of this **code** or Section 20815 of the Government **Code**:

(a) The employee shall have reached the age of 55 prior to reduction in workload.

(b) The employee shall have been employed full time in an academic position or a position requiring certification qualifications, or both, for at least 10 years of which the immediately preceding five years were full-time employment.

(c) During the period immediately preceding a request for a reduction in workload, the employee shall have been employed full time in an academic position or a position requiring certification qualifications, or both, for a total of at least five years without a break in service. For purposes of this subdivision, sabbaticals and other approved leaves of absence shall not constitute a break in service. Time spent on a sabbatical or other approved leave of absence shall not be used in computing the five-year full-time service requirement prescribed by this subdivision.

(d) The option of part-time employment shall be exercised at the request of the employee and can be revoked only with the mutual consent of the employer and the employee.

(e) The employee shall be paid a salary which is the pro rata share of the salary he or she would be earning had he or she not elected to exercise the option of part-time employment but shall retain all other rights and benefits for which he or she makes the payments that would be required if he or she remained in full-time employment.



The employee shall receive health benefits as provided in Section 53201 of the Government **Code** in the same manner as a full-time employee.

(f) The minimum part-time employment shall be the equivalent of one-half of the number of days of service required by the employee's contract of employment during his or her final year of service in a full-time position.

(g) The period of this part-time employment shall not exceed five years for employees subject to Section 20815 of the Government **Code** or 10 years for employees subject to Section 22713 of this **code**.

(h) The period of part-time employment of employees subject to Section 20815 of the Government **Code** shall not extend beyond the end of the college year during which the employee reaches his or her 70th birthday. This subdivision shall not apply to any employee subject to Section 22713 of this **code**.

CERRITOS COLLEGE

TO: Board of Trustees
FROM: Dr. Linda L. Lacy, President/Superintendent
REVIEWED BY: Victor Collins, Interim Vice President of Human Resources 
PREPARED BY: Cynthia Convey, Director of Employment, Diversity & Legal Services 
DATE: June 27, 2012
SUBJECT: **Consideration of Ratification of Non-Continuance of a Probationary Classified Employee**

RECOMMENDATION

It is recommended that the Board of Trustees ratify the non-continuance of probationary employment of Whitney Shanklin, Custodian, effective June 7, 2012.

OVERVIEW

Mr. Whitney Shanklin, Custodian, did not meet probationary standards during his probationary period and it is necessary to release him from his probationary position.

ANALYSIS

Mr. Whitney Shanklin was initially employed on January 23, 2012 as a full-time Custodian (Grade 24) (\$2,886 - \$3,456 per month) assigned to the graveyard shift. Mr. Shanklin's performance did not meet probationary standards and it was necessary to release him from probationary employment.

Mr. Shanklin was not reporting to work and was not calling in his absences. The District sent him a certified letter to inform him that he was being released from probationary employment for failure to meet probationary standards.

FINANCIAL IMPLICATIONS

None. The employee will be replaced.

000347



2012 Board Self-Evaluation

Summary of Board Member Responses

Regular Board Meeting of June 13, 2012

2. Mission and Planning

	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	Response Count
Board members are knowledgeable about the culture, history, and values of the district.	42.9% (3)	42.9% (3)	14.3% (1)	0.0% (0)	0.0% (0)	7
The board regularly reviews the mission and purposes of the institution.	14.3% (1)	71.4% (5)	0.0% (0)	14.3% (1)	0.0% (0)	7
The board spends adequate time discussing future needs and direction of the district.	71.4% (5)	0.0% (0)	0.0% (0)	28.6% (2)	0.0% (0)	7
The board assures that there is an effective planning process and is appropriately involved in the process.	42.9% (3)	28.6% (2)	14.3% (1)	14.3% (1)	0.0% (0)	7
The board assures that district plans are responsive to community needs.	71.4% (5)	0.0% (0)	14.3% (1)	14.3% (1)	0.0% (0)	7
The board has adopted and monitors the implementation of the district's strategic, educational and facilities master plans.	71.4% (5)	28.6% (2)	0.0% (0)	0.0% (0)	0.0% (0)	7
The board sets annual goals or priorities in conjunction with the CEO and monitors progress toward them.	57.1% (4)	42.9% (3)	0.0% (0)	0.0% (0)	0.0% (0)	7
					Comments:	0
					answered question	7
					skipped question	0

3. Policy Role

	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	Response Count
The board clearly understands its policy role and differentiates its role from those of the CEO and college staff.	42.9% (3)	57.1% (4)	0.0% (0)	0.0% (0)	0.0% (0)	7
The board assures that the district complies with relevant laws, regulations and accreditation standards.	71.4% (5)	28.6% (2)	0.0% (0)	0.0% (0)	0.0% (0)	7
The board's policy manual is up-to-date and comprehensive.	57.1% (4)	42.9% (3)	0.0% (0)	0.0% (0)	0.0% (0)	7
The board relies on board policy in making decisions and in guiding the work of the district.	57.1% (4)	28.6% (2)	14.3% (1)	0.0% (0)	0.0% (0)	7
					Comments:	0
					answered question	7
					skipped question	0

4. Board-CEO Relations

	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	Response Count
The board maintains a positive working relationship with the CEO.	71.4% (5)	28.6% (2)	0.0% (0)	0.0% (0)	0.0% (0)	7
The board clearly delegates the administration of the district to the CEO.	71.4% (5)	28.6% (2)	0.0% (0)	0.0% (0)	0.0% (0)	7
The board sets and communicates clear expectations for CEO performance.	71.4% (5)	14.3% (1)	14.3% (1)	0.0% (0)	0.0% (0)	7
The board regularly evaluates CEO performance.	71.4% (5)	28.6% (2)	0.0% (0)	0.0% (0)	0.0% (0)	7
The board periodically reviews the CEO contract to assure appropriate support and compensation.	57.1% (4)	28.6% (2)	14.3% (1)	0.0% (0)	0.0% (0)	7
					Comments:	0
					answered question	7
					skipped question	0

5. Community Relations & Advocacy

	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	Response Count
Board members act on behalf of the public and citizens in the district when making decisions.	42.9% (3)	42.9% (3)	14.3% (1)	0.0% (0)	0.0% (0)	7
Board members are active in community affairs	71.4% (5)	28.6% (2)	0.0% (0)	0.0% (0)	0.0% (0)	7
The board advocates on behalf of the district to local, state, and federal governments.	42.9% (3)	57.1% (4)	0.0% (0)	0.0% (0)	0.0% (0)	7
The board actively supports the district's foundation(s) and fundraising efforts.	71.4% (5)	28.6% (2)	0.0% (0)	0.0% (0)	0.0% (0)	7
					Comments:	0
					answered question	7
					skipped question	0

6. Educational Programs and Quality

	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	Response Count
The board is knowledgeable about the district's programs and services.	28.6% (2)	71.4% (5)	0.0% (0)	0.0% (0)	0.0% (0)	7
The board is knowledgeable about the educational and workforce training needs in the community.	28.6% (2)	57.1% (4)	14.3% (1)	0.0% (0)	0.0% (0)	7
The board has established expectations or standards that enable it to monitor the quality and effectiveness of the educational program.	71.4% (5)	14.3% (1)	14.3% (1)	0.0% (0)	0.0% (0)	7
The board regularly receives and reviews reports on institutional effectiveness.	71.4% (5)	0.0% (0)	28.6% (2)	0.0% (0)	0.0% (0)	7
The board is appropriately involved in the accreditation process.	71.4% (5)	28.6% (2)	0.0% (0)	0.0% (0)	0.0% (0)	7
The board understands and protects academic freedom.	57.1% (4)	28.6% (2)	14.3% (1)	0.0% (0)	0.0% (0)	7
					Comments:	0
					answered question	7
					skipped question	0

7. Fiduciary Role

	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	Response Count
The board assures that the budget reflects priorities in the district's plans.	71.4% (5)	28.6% (2)	0.0% (0)	0.0% (0)	0.0% (0)	7
Board policies assure effective fiscal management and internal controls.	71.4% (5)	28.6% (2)	0.0% (0)	0.0% (0)	0.0% (0)	7
The board regularly receives and reviews reports on the financial status of the institution.	71.4% (5)	28.6% (2)	0.0% (0)	0.0% (0)	0.0% (0)	7
The board reviews the annual audit and monitors responses to recommendations.	71.4% (5)	28.6% (2)	0.0% (0)	0.0% (0)	0.0% (0)	7
The board adopts and monitors the implementation of a facilities master plan.	71.4% (5)	28.6% (2)	0.0% (0)	0.0% (0)	0.0% (0)	7
The board has provided appropriate direction for seeking external funding.	71.4% (5)	28.6% (2)	0.0% (0)	0.0% (0)	0.0% (0)	7
The board maintains an adequate financial reserve.	57.1% (4)	28.6% (2)	14.3% (1)	0.0% (0)	0.0% (0)	7
					Comments:	0
					answered question	7
					skipped question	0

8. Human Resources and Staff Relations

	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	Response Count
The board's human resources policies provide for fair and equitable treatment of staff.	57.1% (4)	28.6% (2)	14.3% (1)	0.0% (0)	0.0% (0)	7
The board has established and follows clear parameters for collective bargaining.	71.4% (5)	14.3% (1)	0.0% (0)	14.3% (1)	0.0% (0)	7
The board has and follows protocols regarding communication with college employees.	28.6% (2)	42.9% (3)	28.6% (2)	0.0% (0)	0.0% (0)	7
Board members refrain from attempting to manage employee work.	71.4% (5)	28.6% (2)	0.0% (0)	0.0% (0)	0.0% (0)	7
The board expects and supports faculty, staff, and student participation in college decision-making.	71.4% (5)	14.3% (1)	14.3% (1)	0.0% (0)	0.0% (0)	7
					Comments:	0
					answered question	7
					skipped question	0

9. Board Leadership

	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	Response Count
The board understands its roles and responsibilities.	42.9% (3)	42.9% (3)	14.3% (1)	0.0% (0)	0.0% (0)	7
The board expresses its authority only as a unit.	57.1% (4)	28.6% (2)	14.3% (1)	0.0% (0)	0.0% (0)	7
Board members understand that they have no legal authority outside board meetings.	71.4% (5)	14.3% (1)	14.3% (1)	0.0% (0)	0.0% (0)	7
The board regularly reviews its code of ethics or standards of practice and has a policy on addressing violations of the code.	42.9% (3)	42.9% (3)	14.3% (1)	0.0% (0)	0.0% (0)	7
Board members uphold and comply with the board's code of ethics.	42.9% (3)	28.6% (2)	14.3% (1)	14.3% (1)	0.0% (0)	7
Board members avoid conflicts of interest and the perception of such conflicts.	57.1% (4)	28.6% (2)	0.0% (0)	14.3% (1)	0.0% (0)	7
Board members annually file a statement of economic interests.	57.1% (4)	42.9% (3)	0.0% (0)	0.0% (0)	0.0% (0)	7
Once a decision is made, board members uphold the decision of the board.	57.1% (4)	42.9% (3)	0.0% (0)	0.0% (0)	0.0% (0)	7
Board discussions and relationships reflect a climate of trust and respect.	28.6% (2)	42.9% (3)	14.3% (1)	14.3% (1)	0.0% (0)	7
					Comments:	0
					answered question	7
					skipped question	0

10. Board Meetings

	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	Response Count
Board meetings are conducted in an orderly, efficient manner.	85.7% (6)	14.3% (1)	0.0% (0)	0.0% (0)	0.0% (0)	7
Board meetings and study sessions provide sufficient opportunity to explore key issues.	57.1% (4)	28.6% (2)	14.3% (1)	0.0% (0)	0.0% (0)	7
Agenda items provide sufficient information to enable good board decision-making.	42.9% (3)	42.9% (3)	14.3% (1)	0.0% (0)	0.0% (0)	7
Agendas are delivered to allow sufficient time for study in advance of meeting.	85.7% (6)	14.3% (1)	0.0% (0)	0.0% (0)	0.0% (0)	7
The board understands and adheres to the Brown Act.	57.1% (4)	28.6% (2)	14.3% (1)	0.0% (0)	0.0% (0)	7
The board maintains confidentiality of privileged information.	71.4% (5)	0.0% (0)	28.6% (2)	0.0% (0)	0.0% (0)	7
					Comments:	0
					answered question	7
					skipped question	0

11. Board Education

	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	Response Count
New members participate in a comprehensive orientation to the board and district.	28.6% (2)	71.4% (5)	0.0% (0)	0.0% (0)	0.0% (0)	7
Board members participate in trustee development activities.	42.9% (3)	57.1% (4)	0.0% (0)	0.0% (0)	0.0% (0)	7
The board evaluation process helps the board enhance its performance.	28.6% (2)	57.1% (4)	14.3% (1)	0.0% (0)	0.0% (0)	7
The Board measures its accomplishments against board goals.	14.3% (1)	71.4% (5)	14.3% (1)	0.0% (0)	0.0% (0)	7
					Comments:	0
					answered question	7
					skipped question	0