



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

CHERYL A. EPPLE BOARD ROOM
11110 ALONDRA BOULEVARD, NORWALK CA 90650

Wednesday, January 16, 2019 at 7:00 p.m.

CALL TO ORDER:

Carmen Avalos, Board President

Carmen Avalos, Member
Trustee Area 2

Marisa Perez, Member
Trustee Area 4

Martha Camacho-Rodriguez, Board Clerk
Trustee Area 1

James Cody Birkey, Member
Trustee Area 3

Zurich Lewis, Board President
Trustee Area 7

Dr. Shin Liu, Board Vice President
Trustee Area 5

Dr. Sandra Salazar, Member
Trustee Area 6

Phil Herrera
Student Trustee

Dr. Jose Fierro
President/Superintendent

Cerritos College Mission

Cerritos College values its diverse student population and is committed to providing these students with high quality, comprehensive instructional programs and support services that improve student success and offer clear pathways to achieve personal, educational, and career goals. In doing so, the college develops in students the knowledge, skills, and values that prepare them to be productive participants in the global community.

REASONABLE ACCOMMODATION FOR ANY INDIVIDUAL WITH A DISABILITY

Foreign language translation, sign language interpretation, materials in alternative formats and other accommodations are available to the public upon request. All requests for reasonable accommodations to participate in a Board meeting must be made at least three working days (72 hours) in advance of the scheduled meeting date. For assistance, please contact:

President's Office - 11110 Alondra Boulevard - Norwalk, California 90650
(562) 860-2451, Extension 2204 - (562) 860-1104 – FAX

Copies of the agenda materials are available in the President's Office and are available online at
www.cerritos.edu/board

1. **Invocation**
2. **Pledge of Allegiance**
3. **Roll Call**

AGENDA ORGANIZATION

The Board of Trustees will discuss any changes in the order of agenda items. Per [Board Policy 2340](#), the order of business may be changed by consent of the Board of Trustees.

COMMENTS FROM THE AUDIENCE

(Government Code Section 54954.3)

The Board of Trustees welcomes public comment on issues within the jurisdiction of the college. Public comment request cards must be completed and returned to the secretary prior to the start of the meeting. Late arrivals will not be permitted to speak. Comments should be limited to five (5) minutes per speaker and twenty (20) minutes per topic if there is more than one speaker.

Note: Members of the board may not discuss or take legal action on matters raised unless the matters are properly noticed for discussion and legal action. Also, be advised that college personnel and processes are available for further communication.

REPORTS AND COMMENTS FROM CONSTITUENT GROUPS

At this time, a brief report and summary of initiatives will be given by identified constituent group leaders:

- Associated Students of Cerritos College (ASCC) President
- Faculty Senate President
- Cerritos College Faculty Federation (CCFF) President
- California School Employees Association (CSEA) President
- Association of Cerritos College Management Employees (ACCME) President

OPEN SESSION AGENDA

4. Swearing In of Re-Elected and Newly Elected Trustees

Installation of Re-Elected Board Members

- James Cody Birkey

5. Institutional Presentation: Recognition of Classified Employee of the Month

The Board of Trustees will recognize Aya Abelon, Media Relations Coordinator, as Classified Employee of the Month for November 2018.

6. Institutional Presentation: Honoring Cerritos College Athletics Accomplishments

The Board of Trustees will recognize the following Cerritos College Athletics Accomplishments:

- Men’s Soccer Team - State and National Champions
- Benny Artiaga and Men’s Soccer Coaching Staff - West Regional Coaching Staff of the Year
- Sydney Carr, Women’s Soccer - National Player of the Year for Junior Colleges

7. Institutional Presentation: Taipei Experience Education Program

The Board of Trustees will receive an update regarding the Taipei Experience Education Program.

CONSENT CALENDAR ITEMS

Agenda Items 8-39 are presented as Consent Calendar Items. All items may be approved by adoption of the Consent Calendar, individually and collectively by one (1) motion. There will be no separate discussion of these items unless Members of the Board of Trustees, the public, or staff request that specific items be removed from the Consent Calendar for separate discussion and action.

8. New Courses and Programs, and Modifications to Existing Courses and Programs

It is recommended that the Board of Trustees approve new course offerings and modifications to curriculum, as attached. There is no fiscal impact.

9. Grant from the California Community Colleges Chancellor’s Office: Education Futures – Scaling Teacher Preparation Pipeline Programs

It is recommended that the Board of Trustees approve the acceptance of the California Community College Chancellor’s Office Educational Futures Grant Amendment to extend the grant end date from December 31, 2018 to November 30, 2019. The grant was approved by the board on April 11, 2018. The Cerritos College Teacher TRaining ACademy (Teacher TRAC) initially received a Regional Model Grant award of \$96,670 with an augmentation of \$20,000 to serve as the Los Angeles County Regional Lead, for a total of \$116,670. During the extended grant period an additional \$116,670 will be awarded. Seventy-five percent (75%) of the total amount of the grant will be released upon execution of the contract, and twenty-five percent (25%) will be released when the grant is closed out at the end of the grant term. Reporting will continue on a quarterly basis as follows: January 31, 2019; April 30, 2019; July 31, 2019; October 31, 2019; and November 30, 2019 (final report). No District funds will be expended.

10. Basic Skills Initiative Funded Stipends for Professional Development Training for Active Statistics Teaching Academy for Math Faculty for Summer of 2018

It is recommended that the Board of Trustees approve stipends in the total amount of \$7,200 for faculty who participated in the professional development workshops facilitated by Angie Conley and Matt Montgomery to develop curriculum in compliance with effective practices associated with teaching Statistics in Math. Basic Skills Initiative funds will be utilized No general funds will be used. Basic Skills Initiative funds will be utilized.

11. Liberal Arts-Funded Stipend for Part-Time Faculty Forensics Assistant Coach

It is recommended that the Board of Trustees approve a stipend of \$250.00 to Adam Navarro as compensation for serving as a Forensics Coach Mentor to three speech faculty. Liberal Arts division general funds will be utilized. Funds will be drawn from the Liberal Arts-Forensics' budget in the amount of \$250.00.

12. Embedded Tutoring Program Stipends for Fall

It is recommended that the Board of Trustees approve stipends in the total amount of \$10,050 for faculty members who participated in the Embedded Tutoring program in Fall 2018. Instructors attend training sessions and meet with tutors. The coordination between classroom instructors and tutors provides integrated support for students and increases student success. Student Equity funds will be utilized. General funds will not be used for these stipends. Student Equity funds will be utilized.

13. Regional Strong Workforce Round 1 Stipend for Faculty

It is recommended that the Board of Trustees approve a stipend for \$3,326 for Zheng “Kenny” Lou upon completion of individual projects designed to improve Career Technical Education Programs for Round 1 for July 2016 through December 2018. Strong Workforce Program funds will be utilized. Strong Workforce Program funds in the amount of \$3,326 will be utilized for this expenditure. No district general funds will be used.

14. Stipends for the Assessment, Remediation and Retention for Associate Degree Nursing Registered Nursing (RN) Program Grant RFA #18-300 for Fall 2018

It is recommended that the Board of Trustees approve payment of stipends in the total amount of \$8,400 to nursing faculty members for work completed August 13, 2018 through December 14, 2018 as stipulated in and funded by the RFA #18-300 Assessment, Remediation and Retention for Associate Degree Nursing Registered Nursing (RN) Program Grant. The RFA #18-300 Assessment, Remediation and Retention for Associate Degree Nursing Registered Nursing (RN) Program Grant will be utilized for these expenditures. No general funds will be used. Stipends will be paid as work is completed.

15. Stipends for Nursing Faculty Training Mandated by Clinical Sites

It is recommended that the Board of Trustees approve payment of stipends for mandated nursing faculty training in the total amount of \$11,425. General funds will be utilized. General funds will be used.

16. Ratification of Change Order No. 2 [Deductive Credit], (Bid No. 16P002, Category 03), Anderson Charnesky Structural Steel, Inc., Shade Structures

It is recommended that the Board of Trustees ratify Change Order No. 2 [Deductive Credit] in the deductive amount of \$4,785 for the Shade Structures project. The deductive amount from Change Order No. 2 will be \$4,785, decreasing the contract amount to \$1,765,940. Funding will be reallocated to the GO Bond.

17. Ratification of Change Order No. 1 [Deductive Credit], (Bid No. 17P003), Pacific Coast Cabling, Inc. dba PCC Network Solutions, Campus Fiber Upgrade

It is recommended that the Board of Trustees approve Change Order No. 1 [Deductive Credit] in the deductive amount of \$39,392 for the Campus Fiber Upgrade project. The deductive amount from Change Order No. 1 will be \$39,392, decreasing the contract amount to \$1,059,606.03. Funding will be reallocated to the GO Bond.

18. Contracts for the Month of October 2018

It is recommended that the Board of Trustees approve the contracts that were processed during the month of October 2018. Funding sources vary and are dependent upon the goods/services purchased.

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20. Purchase Orders for the Month of October 2018

It is recommended that the Board of Trustees approve the purchase orders processed during the month of October 2018. Funding sources vary and are dependent upon the goods/services purchased.

21. Purchase Orders for the Month of November 2018

It is recommended that the Board of Trustees approve the purchase orders processed during the month of November 2018. Funding sources vary and are dependent upon the goods/services purchased.

22. Ratification of the Amendment to the Agreement with the California Department of Education for General Child Care and Development Programs for Fiscal Year 2018-2019

It is recommended that the Board of Trustees ratify the amendment to the agreement with the California Department of Education for General Child Care and Development Programs for Fiscal Year 2018-2019. Cerritos College will receive funding in the amount of \$47.98 per child per day of full-time enrollment and a maximum reimbursable amount (MRA) of \$239,131; funding is made possible through the California Department of Education. No District general funds will be used.

23. Ratification of the Amendment to the Agreement with the California Department of Education for the California State Preschool Program for Fiscal Year 2018-2019

It is recommended that the Board of Trustees ratify the amendment to the agreement with the California Department of Education for the California State Preschool Program for Fiscal Year 2018-2019. Cerritos College will receive funding in the amount of \$48.28 per child per day of full-time enrollment and a maximum reimbursable amount (MRA) of \$998,871; funding is made possible through the California Department of Education. No District general funds will be used.

24. Ratification of Change Order No. 1 [Owner Added Scope, Errors/Omissions], (Bid No. 16P006, Category 08), Construction Hardware Co., Health and Wellness Complex

It is recommended that the Board of Trustees approve Change Order No. 1 [Owner Added Scope, Errors/Omissions] in the amount of \$9,703 for the Health and Wellness Complex project. The amount from Change Order No. 1 will be \$9,703, increasing the contract amount to \$404,703. Funding will be allocated from the GO Bond.

25. Ratification of Change Order No. 1 [Errors/Omissions, Owner Added Scope], (Bid No. 16P006, Category 18), Taft Electric Company, Health and Wellness Complex

It is recommended that the Board of Trustees approve Change Order No. 1 [Errors/Omissions, Owner Added Scope] in the amount of \$24,410.60 for the Health and Wellness Complex project. The amount from Change Order No. 1 will be \$24,410.60, increasing the contract amount to \$5,380,853.60. Funding will be allocated from the GO Bond.

26. Ratification of Change Order No. 1 [Owner Added Scope], (Bid No. 17P009, Category 21), Audio Associates of San Diego, Health and Wellness Complex BC-21 (Audio Visual)

It is recommended that the Board of Trustees approve Change Order No. 1 [Owner Added Scope] in the amount of \$44,301.70 for the Health and Wellness Complex BC-21 (Audio Visual) project. The amount from Change Order No. 1 will be \$44,301.70, increasing the contract amount to \$710,214.70. Funding will be allocated from the GO Bond.

27. Award Independent Contractor Services Agreement with Sally Swanson Architects, Inc. for the District's ADA Self Evaluation and Transition Plan Services

It is recommended that the Board of Trustees award and authorize the District to negotiate and enter into an Independent Contractor Services Agreement (“Agreement”) with Sally Swanson Architects, Inc. of Burbank, California for the purpose of providing consulting services for the ADA Self Evaluation and Transition Plan for Cerritos College pursuant to Request for Proposal (RFP) No. 18C0107, ADA Self Evaluation and Transition Plan Services. The total contract sum shall be for the not-to-exceed amount of \$195,000; funding for this agreement will be allocated from the Measure G funds.

28. Sale of Surplus and Obsolete Materials/Equipment

It is recommended that the Board of Trustees declare and approve the listed items as surplus and authorize the Director of Purchasing and Contract Administration to sell the listed items by means of a public auction by a contract with an auction company in accordance with the district's board policy and administrative procedures. Proceeds from the sale of surplus items will be deposited into the General Fund.

29. Sub-Contractor Agreement with Alhambra Unified School District on behalf of Mark Keppel High School for the Clean Fuels Transportation Pilot Career Opportunity Project

It is recommended that the Board of Trustees approve the sub-contractor agreement with Alhambra Unified School District on behalf of Mark Keppel High School as part of the Clean Fuels Transportation Pilot Career Opportunity Project (“Clean Fuels Project”) funded by Cerritos College’s agreement with the California Energy Commission. The total contract sum shall be for the not-to-exceed amount of \$55,000; funding is made possible through Cerritos College’s agreement with the California Energy Commission.

30. Ratification of Agreement with the Community College Foundation for Resource Family Approval Training Services

It is recommended that the Board of Trustees ratify the agreement with The Community College Foundation for Resource Family Approval Training Services. Cerritos College will receive a not-to-exceed amount of \$37,500; funding for this contract is provided by monies received from The Community College Foundation for the Resource Family Approval (RFA) Training Services program.

31. Ratification of Amendment to Project Assignment Agreement No. 10 to the Master Inspector Services Agreement with The Vinewood Company, LLC for Additional Services on the Social Science Elevator Project

It is recommended that the Board of Trustees ratify the second amendment to Project Assignment Agreement No. 10 to the Master Inspector Services Agreement with The Vinewood Company, LLC for additional services on the Social Science Elevator project. The total contract sum shall be increased \$9,463.66 for a new not-to-exceed amount of \$133,049.03; this amount will be funded from the GO Bond. The Vinewood Company, LLC is headquartered in La Verne, CA.

32. Ratification of Amendment to Project Assignment Agreement No. 12 to the Master Independent Consultant Agreement with Koury Engineering & Testing, Inc. for Inspection and Material Testing for Additional Services on the Social Science Elevator Project

It is recommended that the Board of Trustees ratify the second amendment to Project Assignment Agreement No. 12 to the Master Independent Consultant Agreement with Koury Engineering & Testing, Inc. for Inspection and Material Testing for additional services on the Social Science Elevator Project. The total contract sum shall be increased \$16,516.78 for a new not-to-exceed amount of \$90,919.89; this amount will be funded from the GO Bond. Koury Engineering & Testing, Inc. is headquartered in Chino, CA.

33. Ratification of General Fund, Special Reserve Funds, Restricted Funds, Financial Aid Fund, and Payroll Clearance Fund Warrants for the Quarter Ending December 31, 2018

It is recommended that the Board of Trustees ratify General Fund, Special Reserve Funds, Restricted Funds, Financial Aid Fund, and Payroll Clearance Fund Warrants for the quarter ending December 31, 2018. The items are budgeted in the General Fund.

34. Resolution #19-0116 to Approve the Use of Education Protection Account Proceeds Resulting From the Passage of Proposition 30

It is recommended that the Board of Trustees approve Resolution #19-0116A authorizing the use of an estimated \$14,955,078 of Education Protection Account proceeds resulting from the passage of Proposition 30 to partially fund instructional salaries and benefits. The estimated revenue is projected at \$14,955,078 for Cerritos College and funds will be utilized for faculty salaries and benefits.

35. Make Budget Transfers and Budget Adjustments

It is recommended that the Board of Trustees approve the budget transfers and budget adjustments as presented. The overall fiscal impact of the budget transfers and budget adjustments will have no effect on the Restricted General Fund, Capital Outlay Projects Fund, and Student Financial Aid Fund ending balances; and decrease the Unrestricted General Fund, and Insurance-Property and Liability Fund ending balances.

36. Ratification of Employee Resignations (Including Separations and Retirements) Accepted by the President/Superintendent

It is recommended that the Board of Trustees ratify the attached list of resignations accepted by the President/Superintendent according to Board Policy 7350. No fiscal impact.

37. Employment of Temporary and/or Substitute Hourly Faculty Personnel, as needed for 2018-2019 Academic Year

It is recommended that the Board of Trustees approve the employment of temporary and/or substitute hourly faculty personnel as needed for the 2018-2019 academic year and as presented on the attached list.

38. Employment of Classified, Short-Term, Substitute, Professional Expert, and/or Student Hourly Personnel

It is recommended that the Board of Trustees approve and/or ratify the employment of classified, short-term, substitute, professional expert, and/or student hourly personnel.

39. Changes to the Substitute and/or Short-Term Hourly Salary Schedule

It is recommended that the Board of Trustees approve the adjustment of hourly rates to: a) comply with the State Minimum Wage; b) adjust the short-term hourly rate for the Sr. Applications Analyst, Sr. Network Administrator, Campus Police Officer, and Campus Police Dispatcher Clerk job classifications; and c) add an Assistant Coach job classification. The State Minimum Wage changed from \$11.00 to \$12.00/hour effective January 1, 2019. The following changes to the hourly rate for short-term hourly positions are recommended: Sr. Applications Analyst would change from \$19.78 to \$44.50; Sr. Network Administrator would change from \$21.83 to \$47.83; Campus Police Officer would change from \$18.98 to \$29.87; and Campus Police Dispatcher Clerk would change from \$12.00 to \$20.66. In addition, it is recommended to add the short-term hourly (professional expert) job classification of Assistant Coach to the Athletics Recreations schedule. The cost to be borne entirely by the hiring department's annual budget.

INFORMATION ITEMS

Agenda Items 40-42 are presented as Information Items.

40. Information Item: College Coordinating Committee Minutes

The Board of Trustees will review the November 5, November 19, and December 3, 2018 College Coordinating Committee Minutes.

41. Information Item: Three Month Look-Ahead Schedule of RFP and RFQ Solicitations

The Board of Trustees will review the Three Month Look-Ahead Schedule of RFP and RFQ Solicitations.

42. Information Item: Board Policy Review

In accordance with Board Policy 2410 – Policy and Administrative Procedure, the Board shall review the policies on a regularly scheduled basis to be completed no later than one year prior to the regularly scheduled accreditation site visit. The next site visit is scheduled for Spring 2020.

ADMINISTRATIVE ITEM

Agenda Items 43-44 are presented as Administrative Items.

43. Consideration of Approval of Board Advisory Committee Membership

It is recommended that the Board of Trustees approve the membership for the Bond Construction and Board Policy Review Board Advisory Committees, in accordance with Board Policy 2220. No fiscal impact.

44. Consideration of Approval of Nominee for CCCT Board Election

It is recommended that the Board of Trustees consider nominating an individual to serve on the California Community College Trustees (CCCT) Board. No general funds will be used.

REPORTS AND COMMENTS FROM DISTRICT OFFICIALS

At this time, members of the Board of Trustees will provide brief reports on meetings attended on matters pertaining to their service as a representative of the Cerritos Community College District Board of Trustees pursuant to Government Code 53232.3(d).

Following the Board of Trustees, the President/Superintendent will provide an executive report which includes reports from the Vice President of Business Services, Vice President of Academic Affairs, Vice President of Student Services, Vice President of Human Resources, and Director, College Relations, Public Affairs & Governmental Relations.

CLOSED SESSION WILL BEGIN NO LATER THAN 9:00 P.M. AND WILL LAST NO LONGER THAN 90 MINUTES

45. Public Employee Discipline/Dismissal/Release (GC #54957)

A. Case #: 92671107

46. Conference with Labor Negotiators (GC #54957.6)

A. Agency Representatives: Dr. Adriana Flores-Church, Dr. Jose Fierro

B. Employee Organizations:

California School Employees Association (CSEA)

Cerritos College Faculty Federation (CCFF)

47. Reconvene to Open Session

48. Adjournment

***The Next Regular Meeting of the Board of Trustees is set for
Wednesday, February 6, 2019 at 7:00 p.m.***

I, Dr. Jose Fierro, Secretary to the Board, certify that a true and correct copy of the foregoing Meeting Agenda was posted on January 11, 2019 at 4:30 p.m., as required by law.

Dr. Jose Fierro, President/Superintendent