



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

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

Wednesday, December 12, 2018 at 6:30 p.m.

CALL TO ORDER:

Zurich Lewis, Board President

Zurich Lewis, Board President
Trustee Area 7

James Cody Birkey, Member
Trustee Area 3

Dr. Shin Liu, Board Vice President
Trustee Area 5

Marisa Perez, Member
Trustee Area 4

Martha Camacho-Rodriguez, Board Clerk
Trustee Area 1

Dr. Sandra Salazar, Member
Trustee Area 6

Carmen Avalos, Member
Trustee Area 2

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. **Pledge of Allegiance**
2. **Roll Call**
3. **Consideration of Approval to Cancel the Regular Meeting Scheduled on Wednesday, December 12 at 7:00 p.m.**

It is recommended that the Board of Trustees approve to cancel the Regular Meeting scheduled on Wednesday, December 12 at 7:00 p.m. due to the fact that a special meeting was scheduled on Wednesday, December 12 at 6:30 p.m.

<i>AGENDA ORGANIZATION</i>
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.

<i>COMMENTS FROM THE AUDIENCE</i> (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.

<i>CLOSED SESSION: 6:30 p.m.</i> <i>Please note: Open Session will commence at 7:00 p.m.</i>
<ol style="list-style-type: none"> 4. Public Employee Employment (GC #54957) <ol style="list-style-type: none"> A. Instructional Dean of Liberal Arts Division B. Captain of Campus Police C. Vice President of Student Services/Assistant Superintendent 5. Consideration of Employment of Categorically Funded Deputy Sector Navigator positions 6. Potential Exposure to Litigation (One Case) (GC #54956.9) 7. Public Employee Discipline/Dismissal/Release (GC #54957) <ol style="list-style-type: none"> A. Case #: 80411114 B. Case #: 36771005 8. Significant exposure to litigation pursuant to Government Code Section 54956.9 paragraph (3) of subdivision (e) Claimant: Blandford Amy, Cardenas Natalie, Camberos-Tharp Casey

Agency Claimed Against: Cerritos Community College District

9. 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)

10. Return from Closed Session at 7:00 p.m.

11. Invocation

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.

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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

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ORGANIZATIONAL MEETING

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

Installation of Re-Elected Board Members

- James Cody Birkey
- Zurich Lewis
- Dr. Shin Liu

13. Election of Board Officers (President, Vice President and Clerk)

It is recommended that the current Board President conduct the organizational meeting through the official election of the 2019 Board President. The 2019 Board President will then conduct the remainder of the meeting including the election of the Vice President and the Clerk of the Board.

14. Consideration of Regular Meeting Dates of the Cerritos Community College District Board of Trustees

It is recommended that the attached dates be approved for the 2019 regular Board meetings.

15. Consideration of Election of Annual Representative to the Los Angeles County School Trustees Association for 2019

It is recommended that the Board of Trustees elect an Annual Representative to the Los Angeles County School Trustees Association for 2019.

16. Information Item: Board Policy 2715 – Code of Ethics/Standards of Practice

Board Policy 2715 – Code of Ethics/Standards of Practice incorporates a code of ethics that includes a clearly defined policy for dealing with behavior that violates its code. The policy states that it is to be reviewed during the organizational meeting following Board member elections.

OPEN SESSION AGENDA

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

The Board of Trustees will recognize Kristen Towhid, Program Assistant, as Classified Employee of the Month for October 2018.

18. Public Hearing: Presentation of the Addendum to the March 28, 2018, Initial Proposal of the California School Employees Association (CSEA), Chapter #161, to the Cerritos Community College District for July 1, 2018 - June 30, 2021, and Public Comment

In accordance with Government Code section 3547, all initial bargaining proposals of an exclusive bargaining representative shall be presented at a public meeting of a public school employer. The addendum to the March 28, 2018, initial bargaining proposal of CSEA, Chapter #161, was first made public at the November 14, 2018, meeting of the Board of Trustees and is hereby returned to this agenda for public discussion.

CONSENT CALENDAR ITEMS

Agenda Items 19-31 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.

19. College and Career Access Pathways Partnership Agreement with Downey Unified School District

It is recommended that the Board of Trustees approve Cerritos College's College and Career Access Pathways Partnership (CCAP) agreement with Downey Unified School District. There is no fiscal impact.

20. College and Career Access Pathways Partnership Agreement with Norwalk La Mirada Unified School District

It is recommended that the Board of Trustees approve Cerritos College's College and Career Access Pathways Partnership (CCAP) agreement with Norwalk La Mirada Unified School District. There is no fiscal impact.

21. Acceptance of a Grant from the California Governor's Office of Emergency Services (Cal OES)

It is recommended that the Board of Trustees approve the acceptance of the California Governor's Office of Emergency Services' (Cal OES) Campus Sexual Assault Program, which will run from January 1, 2019 – December 31, 2019. Cerritos College will receive a one-time grant award to be utilized between January 1, 2019 through December 31, 2019, for an amount not to exceed \$200,000. The funds will be used to implement the grant work plan to support a comprehensive Campus Sexual Assault Program. No district funds will be spent. The grant requires maintaining a Sexual Assault Counselor from a local Cal OES Rape Crisis Center Program on the campus, promoting the availability of the services, a joint police/sexual assault Counselor response to reported incidents of sexual assault, and training for police/safety officers, campus investigatory personnel, staff, and faculty. Cerritos College must contract with a local Cal OES-funded Rape Crisis (RC) Program to fund at least one full-time equivalent (FTE) Sexual Assault Counselor. A contract was sent and signed by the YWCA of Greater Los Angeles for \$69,231.00.

22. Sub-Contractor Agreement with Fremont Union High School District on behalf of Fremont 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 Fremont Union High School District on behalf of Fremont 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.

23. Contract with Randal Morales for Project Manager Services for the Strong Workforce Program

It is recommended that the Board of Trustees approve the contract with Randal Morales for Project Manager Services for the Strong Workforce Program. Cerritos College will receive funding in the amount of \$80,000 to pay for the below consulting services; funding is made possible through the Strong Workforce Program which is supported by the California Community Colleges Chancellor's Office, and the Pre-Apprenticeship Grant which is supported by the California Apprenticeship Initiative.

24. Contract with Venea Meyer-Everhart for College Outreach Coordinator Services for the Strong Workforce Program

It is recommended that the Board of Trustees approve the contract with Venea Meyer-Everhart for College Outreach Coordinator Services for the Strong Workforce Program. Cerritos College will receive funding in the amount of \$65,000 to pay for the below consulting services; funding is made possible through the Strong Workforce Program which is supported by the California Community Colleges Chancellor's Office, and the Pre-Apprenticeship Grant which is supported by the California Apprenticeship Initiative.

25. Contract with Phytorion, Inc. for Services to Implement the Student Data Warehouse – Phase 3.1

It is recommended that the Board of Trustees approve the contract with Phytorion, Inc. for services to implement the Student Data Warehouse – Phase 3.1. The total sum shall be for the not-to-exceed amount of \$80,000. Funding for services to implement the Student Data Warehouse – Phase 3.1 will be allocated from Capital Outlay funds.

26. Resolution Nos. 18-1212A and 18-1212B Authorizing Specified Employees of the Cerritos Community College District to Approve Notices of Employment, Contracts, and Orders for Salary or Commercial Payments in the LACOE Financial System for the Period January 1, 2019 to December 31, 2019

It is recommended that the Board of Trustees approve Resolution Nos. 18-1212A and 18-1212B authorizing specified employees of the Cerritos Community College District to approve notices of employment, contracts, and orders for salary or commercial payments in the LACOE financial System for the Period January 1, 2019 to December 31, 2019. No general funds will be used.

27. Receipt of Independent Audit Report for the Cerritos College Measure CC Proposition 39 General Obligation Bond for Fiscal Year Ending June 30, 2018

It is recommended that the Board of Trustees receive and accept the copy of the 2017-18 fiscal year Measure CC Proposition 39 General Obligation Bonds Financial Audit and Performance Audit as presented by the audit firm of Christy White & Associates. There is no fiscal impact.

28. Receipt of Independent Audit Report for the Cerritos College Measure G Proposition 39 General Obligation Bond for Fiscal Year Ending June 30, 2018

It is recommended that the Board of Trustees receive and accept the copy of the 2017-18 fiscal year Measure G Proposition 39 General Obligation Bonds Financial Audit and Performance Audit as presented by the audit firm of CliftonLarsonAllen LLP. There is no fiscal impact.

29. Receipt of Independent Audit Report for the Cerritos Community College District for Fiscal Year Ending June 30, 2018

It is recommended that the Board of Trustees receive and accept the 2017-18 fiscal year audit report for Cerritos Community College District as presented by the audit firm of CliftonLarsonAllen LLP. Reduction in General Apportionment revenue of \$117,183.65 due to over reporting of FTES related to Daily Student Contact Hours and Weekly Student Contact Hours (22.75 FTES x \$ Credit FTES \$5,150.93 = \$117,183.65)

30. 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.

31. 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.

INFORMATION ITEMS

Agenda Item 32 is presented as an Information Item.

32. Acknowledgement of Receipt of the Addendum to the March 28, 2018, Initial Proposal of the California School Employees Association (CSEA), Chapter #161, to the Cerritos Community College District for July 1, 2018 - June 30, 2021

It is recommended that the District acknowledge receipt of the attached addendum to the March 28, 2018, initial proposal from CSEA Chapter #161, for negotiation of the CSEA District Collective Bargaining Agreement for the period July 1, 2018 - June 30, 2021. The financial implications are contingent on the results of negotiations.

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

The Board of Trustees will return to closed session if necessary.

33. Public Employee Employment (GC #54957)

- A. Instructional Dean of Liberal Arts Division
- B. Captain of Campus Police
- C. Vice President of Student Services/Assistant Superintendent

34. Consideration of Employment of Categorically Funded Deputy Sector Navigator positions

35. Potential Exposure to Litigation (One Case) (GC #54956.9)

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

- C. Case #: 80411114
- D. Case #: 36771005

37. Significant exposure to litigation pursuant to Government Code Section 54956.9 paragraph (3) of subdivision (e)

Claimant: Blandford Amy, Cardenas Natalie, Camberos-Tharp Casey
Agency Claimed Against: Cerritos Community College District

38. 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)

39. Adjournment

***The Next Business Meeting of the Board of Trustees is set for
Wednesday, January 16, 2019 at 6:30 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 December 11, 2018 at 5:15 p.m., as required by law.

Dr. Jose Fierro, President/Superintendent