



**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, April 3, 2019 at 7:00 p.m.**

**CALL TO ORDER:**

Carmen Avalos, Board President

**Carmen Avalos, President**  
Trustee Area 2

**Marisa Perez, Vice President**  
Trustee Area 4

**Martha Camacho-Rodriguez, Board Clerk**  
Trustee Area 1

**James Cody Birkey, Member**  
Trustee Area 3

**Zurich Lewis, Member**  
Trustee Area 7

**Dr. Shin Liu, Member**  
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](http://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. **Institutional Presentation: Recognition of Classified Employees of the Month**

The Board of Trustees will recognize Richard Garcia, EOPS Specialist as Classified Employee of the Month for February 2019.

***CONSENT CALENDAR ITEMS***

Agenda Items 5-26 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.

**5. Provide Compensation to Board Member for Absences from Board Meeting**

It is recommended that the Board of Trustees approve Carmen Avalos's and Martha Camacho-Rodriguez's absences and that they be compensated for the March 6 and March 20 board meeting, respectively. No fiscal impact.

**6. Minutes**

It is recommended that the Board of Trustees approve the minutes of the meetings of March 6 and March 20, 2019. No fiscal impact.

**7. Conference Requests for Travel Outside the United States – Taipei, Taiwan for Dr. Shin Liu and Dr. Jose Fierro**

It is recommended that the Board of Trustees approve a conference request for Dr. Shin Liu and Dr. Jose Fierro to travel to Taipei, Taiwan from May 25-June 29, 2019 and May 28-June 3, 2019, respectively. The purpose is to visit Southern Taiwan University of Science and Technology, a sister city of Cerritos College and meet with dignitaries regarding the Tainan City TEEP Program. An amount not to exceed \$1,000 will be expended from the Board of Trustees conference account. An amount not to exceed \$2,400 will be expended from the President's Office conference account.

**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. Notice of Completion for Bid No. 16P011, Social Science Elevator**

It is recommended that the Board of Trustees approve the Notice of Completion for Dalke & Sons Construction, Inc. of Riverside, California for the Social Science Elevator project at Cerritos Community College District as presented. The total final contract amount was \$2,464,425 which was paid by the G.O. Bond.

**10. Notice of Completion for Bid No. 17P003, Campus Fiber Upgrade**

It is recommended that the Board of Trustees approve the Notice of Completion for Pacific Coast Cabling, Inc. dba PCC Network Solutions of Chatsworth, California for the Campus Fiber Upgrade project at Cerritos Community College District as presented. The total final contract amount was \$1,059,606.03 which was paid by the G.O. Bond.

**11. Notice of Completion for Bid No. 17P010, Performing Arts Center Site Prep**

It is recommended that the Board of Trustees approve the Notice of Completion for Suttles Plumbing and Mechanical Corp. of Simi Valley, California for the Performing Arts Center Site Prep project at Cerritos Community College District as presented. The total final contract amount was \$868,436 which was paid by the G.O. Bond.

**12. Independent Contractor Services Agreement with Vavrinek, Trine, Day & Co., LLP for Cerritos College’s Independent Audit Services**

It is recommended that the Board of Trustees approve and authorize the District to enter into an Independent Contractor Services Agreement with Vavrinek, Trine, Day & Co., LLP to conduct the District’s annual independent audit and provide additional accounting/auditing services for Fiscal Year (FY) 18/19 and FY 19/20, with the option of three (3) one-year renewals for FY 20/21, FY 21/22, and FY 22/23. The not-to-exceed agreement shall be in the amounts as detailed below under the financial implication. Funding for the independent audit services will be allocated from the Fiscal Services Department Unrestricted General Fund and the Measure G audit from Measure G Bond funds.

The financial implications are further detailed, as follows:

<b>PROPOSED FISCAL YEAR FIXED PRICE</b>		
<b>Audit Requirements:</b>	<b>FY 2018-2019</b>	<b>FY 2019-2020</b>
1) District Annual Audit (Fixed-Price):	\$62,000	\$63,000
2) Optional Services (Fixed-Price)		
▪ Cerritos Foundation Audit and Tax Filing:	\$10,200	\$10,400
▪ Measure G Audit	\$9,100	\$9,100
3) Hourly Rates for Additional Audit Services as Required:	<b>PROPOSED HOURLY RATES:</b>	
▪ Partner:	\$220	\$220
▪ Manager:	\$180	\$180
▪ Supervising/Senior Staff:	\$150	\$150
▪ Junior Staff:	\$120	\$120
▪ Clerical:	\$90	\$90

**13. 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.

**14. Ratification of Acceptance of Gift**

It is recommended that the Board of Trustees ratify the acceptance of a gift on behalf of Cerritos College. There is no cost to Cerritos College for the donated items.

**15. Purchase Orders for the Month of February 2019**

It is recommended that the Board of Trustees approve the purchase orders processed during the month of February 2019 for an amount totaling \$11,163,344.44. Funding sources vary and are dependent upon the goods/services purchased.

**16. Contracts for the Month of February 2019**

It is recommended that the Board of Trustees approve the contracts that were processed during the month of February 2019. Contracts processed during the month of February 2019 total \$66,755.00. Funding sources vary and are dependent upon the goods/services purchased.

**17. Sub-Contractor Agreement with Sweetwater Union High School District on behalf of Southwest 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 Sweetwater Union High School District on behalf of Southwest 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.

**18. Ratification of the Memorandum of Understanding with Rio Hondo Community College District for the Career Pathways Specialists Project – Advanced Transportation & Logistics**

Community College District for the Career Pathways Specialists Project for Advanced Transportation & Logistics. Cerritos College will receive funding in the amount of \$75,000; funding is made possible through the regional Strong Workforce Program with the California Community Colleges Chancellor's Office.

**19. Ratification of the Memorandum of Understanding with Rio Hondo Community College District for the Career Pathways Specialists Project – Business & Entrepreneurship**

It is recommended that the Board of Trustees ratify the memorandum of understanding with Rio Hondo Community College District for the Career Pathways Specialists Project for Business & Entrepreneurship. Cerritos College will receive funding in the amount of \$75,000; funding is made possible through the regional Strong Workforce Program with the California Community Colleges Chancellor's Office.

**20. Ratification of Amendment to the Subgrantee Agreement with Rancho Santiago Community College District for the Strong Workforce Program – Regional Fund Agreement**

It is recommended that the Board of Trustees ratify the third amendment to the subgrantee agreement with Rancho Santiago Community College District for acceptance of the Strong Workforce Program – Regional Fund Agreement allocated to Cerritos College. Cerritos College will receive funding in the amount of \$518,500 for Round 2, Year 2 of the agreement; funding is made possible through Rancho Santiago Community College District's agreement with the California Community Colleges Chancellor's Office.

**21. Amendment to the Agreement with National University to Offer Additional Educational Programs/Classes at Cerritos College**

It is recommended that the Board of Trustees approve the amendment to the agreement with National University to provide additional educational programs/classes at Cerritos College. For the contract term, Cerritos College will receive an administrative fee of \$25 for each course offered through National University, paid on a quarterly basis, to offset the use of the college's copy machines by faculty and labs by participating students. The administrative fee will be reviewed after the first year of the agreement.

**22. 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.

**23. Declare Unrepresented Employees' Salaries Indefinite for 2019-2020 Fiscal Year**

It is recommended that the Board of Trustees approve to declare all management; contract management; confidential; child development center teachers; short-term, substitute, and student hourly; community education hourly; and/or other unrepresented employees' salaries indefinite effective July 1, 2019, for the 2019-2020 fiscal year. No additional financial effect.

**24. 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.

**25. 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.

**26. 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 27 is presented as an Information Item.

**27. Information Item: College Coordinating Committee Minutes**

The Board of Trustees will review the February 25 and March 11, 2019 College Coordinating Committee Minutes.

***ADMINISTRATIVE ITEMS***

Agenda Items 28-34 are presented as Administrative Items.

**28. Consideration of Approval of Board Resolution # 19-040319A, to Recognize the Week of May 19-25, 2019, as Classified School Employee Week in California, as Designated by the California School Employees Association and the California State Legislature**

It is hereby recommended that the Board of Trustees adopt the attached Resolution #19-040319A, and designate the week of May 19 through May 25, 2019 as Classified School Employee Week, to recognize and honor the contributions of the classified professionals of the Cerritos Community College District. No additional financial impact.

**29. Consideration of Approval of Sabbatical Leave Applicants for 2019-20 Academic Year**

It is recommended that the Board of Trustees approve sabbatical leaves of absence for the following:

- Veronica Herrera 100% 2019-20 Academic Year
- Mark Huguen 100% 2019-20 Academic Year
- James MacDevitt 100% 2019-20 Academic Year

The cost of replacing Sabbatical Leave applicants with part-time faculty to teach their regular loads is estimated to be \$138,000. The annual cost of salary, benefits, and taxes for the sabbatical leave applicants is \$465,735.52.

**30. Consideration of Approval of Candidates for CCCT Board of Directors – 2019**

It is recommended that the Board consider this item and determine a vote for each of the seven vacancies and authorize staff to forward the official ballot to the League office before the April 25 deadline. No financial impact.

**31. Second Reading and Consideration of Adoption: Proposed Revisions to Board Policies**

It is recommended that the Board of Trustees adopt updates to board policies, as reviewed by the Board at its March 20 meeting, during this second reading and adoption. No general funds will be used.

**32. Second Reading and Consideration of Adoption: Proposed Board Policy 6307 – Debt Issuance and Management**

It is recommended that the Board of Trustees adopt proposed Board Policy 6307 – Debt Issuance and Management, as reviewed by the Board at its March 20 meeting, during this second reading and adoption. No general funds will be used.

**33. Consideration of Adoption of Resolution #19-0403C in Support of Providing Assistance and Resources for Students Experiencing Food and Housing Insecurity**

It is recommended that the Board of Trustees adopt Resolution #19-0403C in Support of Providing Assistance and Resources for Students Experiencing Food and Housing Insecurity. No fiscal impact.

***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***

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

- A. Case #: 36771005

**35. 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)
- C. Unrepresented Employees:
  - Management Employees
  - Contract Management Employees
  - Confidential Employees
  - Child Development Center Teachers and Instructional Associates
  - Short-term, Temporary, and Substitute Staff

**36. Reconvene to Open Session**

**37. Adjournment**

***The Next Regular Meeting of the Board of Trustees is set for  
Wednesday, April 24, 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 March 29, 2019 at 5:00 p.m., as required by law.

Dr. Jose Fierro, President/Superintendent