



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, May 1, 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

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: Women’s History Month Essay Winners**

The Board of Trustees will recognize this year’s Women’s History Month Essay winners.

CONSENT CALENDAR ITEMS

Agenda Items 5-39 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.

5. 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.

6. Stipends for Center for Teaching Excellence Summer Institute for 2019 Summer Session

It is recommended that the Board of Trustees approve faculty stipends for the Center of Teaching Excellence Summer Institute taking place during the 2019 summer session (May 28-30 and June 21-23). Funds from the Center for Teaching Excellence (CTX) budget will be utilized for this expenditure for a total amount not to exceed \$18,500.

7. Ratification of Change Order No. 2 [Unforeseen Conditions], (Bid No. 16P006, Category 01), Southern California Grading, Inc., Health and Wellness Complex

It is recommended that the Board of Trustees approve Change Order No. 2 [Unforeseen Conditions] in the amount of \$18,219.39 for the Health and Wellness Complex project. The amount from Change Order No. 2 will be \$18,219.39, increasing the contract amount to \$1,148,696.53. Funding will be allocated from the GO Bond.

8. Ratification of Change Order No. 2 [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. 2 [Errors/Omissions] in the amount of \$3,106 for the Health and Wellness Complex project. The amount from Change Order No. 2 will be \$3,106, increasing the contract amount to \$407,809. Funding will be allocated from the GO Bond.

9. Ratification of Change Order No. 2 [Errors/Omissions], (Bid No. 16P006, Category 10), Brady Company/Los Angeles, Inc., Health and Wellness Complex

It is recommended that the Board of Trustees approve Change Order No. 2 [Errors/Omissions] in the amount of \$19,197 for the Health and Wellness Complex project. The amount from Change Order No. 2 will be \$23,686.32, increasing the contract amount to \$6,409,637.32. Funding will be allocated from the GO Bond.

10. Ratification of Change Order No. 2 [Errors/Omissions, Agency Driven Changes], (Bid No. 16P006, Category 18), Taft Electric Company, Health and Wellness Complex

It is recommended that the Board of Trustees approve Change Order No. 2 [Errors/Omissions, Agency Driven Changes] in the amount of \$8,394.16 for the Health and Wellness Complex project. The amount from Change Order No. 2 will be \$8,394.16, increasing the contract amount to \$5,389,247.76. Funding will be allocated from the GO Bond.

11. Ratification of Change Order No. 3 [Unforeseen Conditions], (Bid No. 16P006, Category 18), Taft Electric Company, Health and Wellness Complex

It is recommended that the Board of Trustees approve Change Order No. 3 [Unforeseen Conditions] in the amount of \$30,225.27 for the Health and Wellness Complex project. The amount from Change Order No. 3 will be \$30,225.27, increasing the contract amount to \$5,419,473.03. Funding will be allocated from the GO Bond.

12. Ratification of Change Order No. 2 [Errors/Omissions], (Bid No. 16P012, Category 19), Preferred Landscape, Inc., Health and Wellness Complex

It is recommended that the Board of Trustees ratify Change Order No. 2 [Errors/Omissions] in the amount of \$9,304 for the Health and Wellness Complex project. The amount from Change Order No. 2 will be \$9,304, increasing the contract amount to \$438,437. Funding will be allocated from the GO Bond.

13. Rescind Award of Food Services Agreement with Kelvin Khang, Inc. dba Yago Juice and Recommend Award of Food Services Agreement to Campus Food Services, Inc. for the District's Campus Food Services for Vendor Location No. 4

It is recommended that the Board of Trustees accept the withdrawal notice and rescind the award of the Food Service Vendor Operating Agreement with Kelvin Khang, Inc. dba Yago Juice, and award to Campus Foods Services, Inc. for the purpose of providing food services for the District at Vendor Location No. 4. There is no fiscal impact to the District. The District will receive a 12% monthly operating fee based on gross sales from the food service vendor. In addition, the District will receive a one-time signing bonus of \$2,500.

14. Ratification of Acceptance of Gifts

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

15. Purchase Materials Through Other Public Agency Contracts

It is recommended that the Board of Trustees approve that the college may make procurements by means of existing public agency contracts pursuant to California Public Contract Code Section 20650 et seq. and Education Code 81646, and authorize Cerritos College to make such procurements, inclusive of incidental labor, as-needed, which is in Cerritos College's best interests, for fiscal year 2019-2020. There is no financial impact.

16. Adoption of Resolution No. 19-0501B To Let Purchase Orders or Contracts with Apple, Inc. as a Sole Source Procurement of Product

It is recommended that the Board of Trustees approve Resolution No. 19-0501B, authorizing Cerritos College to let sole source purchase orders or contracts to Apple, Inc., without formal, public advertising and receiving of bids, for fiscal year 2019-2020 as needed, to buy Apple manufactured products for instructional and administrative use, for the reasons set forth below.

17. Resolution No. 19-0501C, Approving Delegation of Authority Regarding Approval of Subcontractor Substitutions and Potential Hearings on Substitution of Subcontractors

It is recommended that the Board of Trustees approve Resolution No. 19-0501C, Approving Delegation of Authority Regarding Approval of Subcontractor Substitutions and Potential Hearings on Substitution of Subcontractors. Procurements for Apple products are processed by departments. Funding for the procurements will be allocated from various District funding sources.

18. Purchase Orders for the Month of March 2019

It is recommended that the Board of Trustees approve the purchase orders processed during the month of March 2019. Funding sources vary and are dependent upon the goods/services purchased.

19. Contracts for the Month of March 2019

It is recommended that the Board of Trustees approve the contracts that were processed during the month of March 2019. Funding sources vary and are dependent upon the goods/services purchased.

20. Sub-Contractor Agreement with Bret Harte Unified School District on behalf of Bret Harte 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 Bret Harte Unified School District on behalf of Bret Harte 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.

21. Sub-Contractor Agreement with Calexico Unified School District on behalf of Calexico 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 Calexico Unified School District on behalf of Calexico 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.

22. Sub-Contractor Agreement with Lake Elsinore Unified School District on behalf of Elsinore 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 Lake Elsinore Unified School District on behalf of Elsinore Harte 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. Sub-Contractor Agreement with Pittsburg Unified School District on behalf of Pittsburg 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 Pittsburg Unified School District on behalf of Pittsburg 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.

24. Sub-Contractor Agreement with Rowland Unified School District on behalf of Rowland 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 Rowland Unified School District on behalf of Rowland 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.

25. Sub-Contractor Agreement with Selma Unified School District on behalf of Selma 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 Selma Unified School District on behalf of Selma 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.

26. Agreement with Keenan & Associates for Property and Casualty Claims Administration Services

It is recommended that the Board of Trustees approve the agreement with Keenan & Associates for Property and Casualty Claims Administration Services. Funding for this agreement will be allocated from the Property and Liability budget.

27. Amendment to the Independent Contractor Service Agreement with Sign This, Inc. for Coordination and Scheduling of Interpreter Services

It is recommended that the Board of Trustees approve the second amendment to the agreement with Sign This, Inc. for Coordination and Scheduling of Interpreter Services. The total contract sum shall be increased \$2,600 for a new not-to-exceed amount of \$92,600. Funding will be allocated from the Disabled Student Programs and Services (DSPS) budget.

28. Ratification of General Fund, Special Reserve Funds, Restricted Funds, Financial Aid Fund, and Payroll Clearance Fund Warrants for the Quarter Ending March 31, 2019

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 March 31, 2019. The items are budgeted in the General Fund.

29. 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 Unrestricted and Restricted General Funds ending balances; and decreases the Other Special Revenue Fund – Culinary Arts and the Public Art Endowment Fund ending balances.

30. Quarterly Fiscal Status Report for the Quarter Ending March 31, 2019

It is recommended that the Board of Trustees approve the attached Quarterly Report (CCFS-311Q) for the quarter ending March 31, 2019. This quarterly report shows a snapshot-in-time financial status of the college. There is no fiscal impact.

31. Employment of Full-Time, First-Year Contract (Probationary)

_____, Instructor (Automotive Collision Repair), Column __, Step __, Faculty Salary Schedule (\$_____/annual), 10-School Month Contract, effective August 19, 2019 (Name to be provided on the addendum)

_____, Instructor (Business Administration), Column __, Step __, Faculty Salary Schedule (\$_____/annual), effective August 19, 2019 (Name to be provided on the addendum)

_____, Instructor (Economics), Column __, Step __, Faculty Salary Schedule (\$_____/annual), effective August 19, 2019 (Name to be provided on the addendum)

_____, Instructor (Philosophy), Column __, Step __, Faculty Salary Schedule (\$_____/annual), effective August 19, 2019 (Name to be provided on the addendum)

_____, Instructor (Sociology), Column __, Step __, Faculty Salary Schedule (\$_____/annual), effective August 19, 2019 (Name to be provided on the addendum)

32. 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.

33. Employment of 2019 Summer Session Faculty Personnel

It is recommended that the Board of Trustees approve the employment of temporary and/or substitute hourly faculty personnel as needed for the 2019 Summer Session, as presented on the attached list. No additional financial effect. This is budgeted in the General Fund.

34. Approval and/or Ratification of Employment of Classified, Short-Term, Substitute, Professional Expert, and/or Student Hourly as needed for the 2018-2019 Academic Year

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. No additional financial effect. This is budgeted in the General Fund. Some positions are Categorically or Specially funded as indicated.

35. New Educational Administrator Job Classification and Description of Athletic Director (Management)

It is recommended that the Board of Trustees approve the establishment of the educational administrator job classification and description of Athletic Director, Grade 28 (\$7,938.00-\$9,985.00/month). The position is to be funded 100% by the district 01.0 general fund.

36. Extension of Temporary Reassignment of Full-Time Faculty Member from 10-Month to 11-Month of Employment

It is recommended that the Board of Trustees approve the extension of temporary reassignment of Ms. Kelli Brooks, full-time tenured faculty Professor from 10-month employment to 11-month employment, effective July 1, 2019 to June 30, 2020. The current annual cost to move from the 10-month to the 11-month assignment is \$15,696.00.

37. Work Calendar for the 2019-2020 Fiscal Year for Classified Bargaining Unit, Management, and Confidential Employees

It is recommended that the Board of Trustees approve the attached 2019-2020 Work Calendar for classified bargaining unit, management, and confidential employees. No additional financial impact. This is budgeted in the General Fund.

38. District's Equal Employment Opportunity Fund Multiple Method Allocation Model Certification Form, Fiscal Year 2018-2019

It is recommended that the Board of Trustees approve the District's Equal Employment Opportunity Fund Multiple Method Allocation Model Certification Form, Fiscal Year 2018-2019. No additional financial effect.

39. 2019 Commencement Speaker – Mr. Eric Draper

It is recommended that the Board of Trustees approve Mr. Eric Draper, Cerritos College Alumni and Hall of Fame Awardee, as the 2019 Cerritos College Commencement Speaker. There is no fiscal impact to the District. An honorarium of \$500.00, and travel expenses of \$1,000.00, will be provided by the ASCC Commencement fund.

INFORMATION ITEMS

Agenda Item 40 is presented as an Information Item.

40. Information Item: College Coordinating Committee Minutes

The Board of Trustees will review the March 25 and April 8, 2019 College Coordinating Committee Minutes.

ADMINISTRATIVE ITEMS

Agenda Item 41 is presented as an Administrative Item.

41. Resolution #19-0501A: 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 2012 General Obligation Bonds, Series 2019C, and Actions Related Thereto

It is recommended that the Board of Trustees approves Resolution #19-0501A: 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 2012 General Obligation Bonds, Series 2019C, and Actions Related Thereto. There is no fiscal impact to the General Fund resulting from the issuance of the Bonds.

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

- 42. **Significant exposure to litigation pursuant to Government Code Section 54956.9 paragraph (3) of subdivision (e)**
Claimant: Jamal Ingram
Agency Claimed Against: Cerritos Community College District
- 43. **Public Employee Discipline/Dismissal/Release (GC #54957)**
 - A. Case #: 65781002
 - B. Case #: 92671107
- 44. **Public Employee Employment (GC #54957)**
 - A. Instructional Dean of Health, Physical Education, Athletics, Dance Division
- 45. **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

46. **Reconvene to Open Session**

47. **Adjournment**

***The Next Study Session of the Board of Trustees is set for
Wednesday, May 15, 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 April 26, 2019 at 5:00 p.m., as required by law.

Dr. Jose Fierro, President/Superintendent