



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

CHERYL A. EPPLE BOARD ROOM

Wednesday, December 6, 2017 at 7:00 p.m.

CALL TO ORDER:

Zurich Lewis, Board President

Zurich Lewis, Board President
Trustee Area 7

Martha Camacho-Rodriguez, Member
Trustee Area 1

Carmen Avalos, Board Vice President
Trustee Area 2

Marisa Perez, Member
Trustee Area 4

Dr. Shin Liu, Board Clerk
Trustee Area 5

Dr. Sandra Salazar, Member
Trustee Area 6

James Cody Birkey, Member
Trustee Area 3

Raul Avalos
Student Trustee

Dr. Jose Fierro
President/Superintendent

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 – Reverend Anthony Gomez, Pastor, St. Linus Catholic Church, Norwalk, CA**
2. **Pledge of Allegiance: James Cody Birkey**
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

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.

ORGANIZATIONAL MEETING

4. **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 2018 Board President. The 2018 Board President will then conduct the remainder of the meeting including the election of the Vice President and the Clerk of the Board.

5. 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 2018 regular Board meetings.

6. Consideration of Election of Annual Representative to the Los Angeles County School Trustees Association for 2018

It is recommended that the Board of Trustees elect an Annual Representative to the Los Angeles County School Trustees Association for 2018.

7. 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

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

The Board of Trustees will recognize Michael Gonzalez, Financial Aid Technician, as Classified Employee of the Month for November 2017.

9. Information Item: Board Advisory Committee Activities Report

The Board of Trustees will receive a summary of Board advisory committee activities from the following:

- a. Bond Construction Advisory Committee

<i>CONSENT CALENDAR ITEMS</i>
Agenda Items 10-29 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.
10. 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. There is no fiscal impact.

11. BSI-Funded Stipends for AIME Basic Skills Initiative for Fall 2017

It is recommended that the Board of Trustees approve stipends for faculty who are participating in the Accelerated Instruction in Math and English (AIME) program providing math and English pathways, integrated student support, and reintegration of services that allow students to complete their developmental education sequence and college-level math and/or English in a timely manner. General funds will not be used for these stipends. Basic Skills Initiative funds will be utilized.

12. Student Equity-Funded Stipends for iFALCON Initiative Workshops for Fall 2017

It is recommended that the Board of Trustees approve stipends for faculty who are facilitating Habits of Mind workshops in the Success Center as part of the iFALCON initiative. General funds will not be used for these stipends. Student Equity funds will be utilized.

13. Stipend for Success Center Tutor Training for Fall 2017

It is recommended that the Board of Trustees approve a stipend for faculty member Lee Anne McIlroy, who facilitates Success Center tutor training workshops. General funds, which have been budgeted for this training, will be used for this stipend.

14. Bid No. 17P003, Campus Fiber Upgrade

It is recommended that the Board of Trustees approve the award of contract for Bid No. 17P003, Campus Fiber Upgrade to Pacific Coast Cabling, Inc. dba PCC Network Solutions of Chatsworth, California, as the lowest responsive, responsible bidder in the amount of \$1,098,998.03, which equals the Total Base Bid Amount. Board approval is contingent upon resolution of any bid protests during the applicable protest time period. Board approval is also contingent upon the contractor awarded the project providing acceptable insurance and bonding as required in the Bid and Contract Documents. Funding for this project will be allocated from the GO Bond.

15. Notice of Completion for Bid No. 13P032, Category 03, Fine Arts-CIS/Math Building

It is recommended that the Board of Trustees approve the Notice of Completion for Preferred Landscape, Inc. of Artesia, California for the Fine Arts-CIS/Math Building, Category 03 project at Cerritos Community College District as presented. The total final contract amount was \$579,593 which was paid by the G.O. Bond.

16. Notice of Completion for Bid No. 13P032, Category 08, Fine Arts-CIS/Math Building

It is recommended that the Board of Trustees approve the Notice of Completion for Best Contracting Services, Inc. of Gardena, California for the Fine Arts-CIS/Math Building, Category 08 project at Cerritos Community College District as presented. The total final contract amount was \$702,609 which was paid by the G.O. Bond. The total final contract amount was \$702,609 which was paid by the G.O. Bond.

17. Notice of Completion for Bid No. 13P032, Category 09, Fine Arts-CIS/Math Building

It is recommended that the Board of Trustees approve the Notice of Completion for ABBA Distributors dba Design Hardware Company of Los Angeles, California for the Fine Arts-CIS/Math Building, Category 09 project at Cerritos Community College District as presented. The total final contract amount was \$512,987 which was paid by the G.O. Bond.

18. Ratification of Acceptance of Gifts

It is recommended that the Board of Trustees ratify the acceptance of the gifts listed below on behalf of Cerritos College.

19. Purchase Orders for the Month of October 2017

It is recommended that the Board of Trustees approve the purchase orders processed during the month of October 2017.

20. Contracts for the Month of October 2017

It is recommended that the Board of Trustees approve the contracts that were processed during the month of October 2017.

21. Ratification of Amendment to the Agreement with Bill Carr Surveys, Inc. for Survey Services for the Health & Wellness Complex–Phase I

It is recommended that the Board of Trustees ratify the amendment to the agreement with Bill Carr Surveys, Inc. for Survey Services for the Health & Wellness Complex – Phase I. The total contract sum shall be increased \$73,945 for a new not-to-exceed amount of \$118,335; this amount will be funded from the GO Bond. Bill Carr Surveys, Inc. is headquartered in Orange, CA.

22. Ratification of Amendment to Project Assignment Agreement No. 2 to the Master Independent Consultant Agreement with The Converse Professional Group, DBA Converse Consultants for the New CIS/Math Building

It is recommended that the Board of Trustees ratify the second amendment to Project Assignment Agreement No. 2 to the Master Independent Consultant Agreement with The Converse Professional Group, DBA Converse Consultants for the New CIS/Math Building. The total contract sum shall be increased \$50,000 for a new not-to-exceed amount of \$657,722; this amount will be funded from the GO Bond. Converse Consultants is headquartered in Monrovia, CA.

23. 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 ending balances of the Unrestricted and Restricted General Funds; and will decrease the Capital Outlay Transfer Fund and Public Art Endowment Fund ending balances.

24. Quarterly Fiscal Status Report for the Quarter Ending September 30, 2017

It is recommended that the Board of Trustees approve the attached Quarterly Report (CCFS-311Q) for the quarter ending September 30, 2017. This quarterly report shows a snapshot-in-time financial status of the college. There is no fiscal impact.

25. Resolution Nos. 17-1206B and 17-1206C 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, 2018 to December 31, 2018

It is recommended that the Board of Trustees approve Resolution Nos. 17-1206B and 17-1206C 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, 2018 to December 31, 2018. No general funds will be used.

26. Employment of Classified, Short-Term, Substitute, Professional Expert, and/or Student Hourly Personnel as Needed for the 2017-2018 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 fiscal impact. This is budgeted in the General Fund.

27. Employment of Temporary and/or Substitute Hourly Faculty Personnel, as needed for 2017-2018 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 2017-2018 academic year and as presented on the attached list. No additional financial effect. This is budgeted in the General Fund.

28. 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.

29. Appointment of Members to the Community Task Force

It is recommended that the Board of Trustees take action to appoint members to the Community Task Force. No fiscal impact.

INFORMATION ITEMS

Agenda Items 30-31 are presented as Information Items.

30. Information Item: College Coordinating Committee Minutes

The Board of Trustees will review the November 6, 2017 College Coordinating Committee Minutes.

31. Information Item: Receive and File 2016-17 Cerritos College Foundation Cost Benefit to District

It is recommended that the Board of Trustees receive and file the 2016-17 Cerritos College Foundation Cost Benefit to District as presented.

ADMINISTRATIVE MATTERS

Agenda Items 32-33 are presented as Administrative Items.

32. Consideration of Approval of Integrated Planning Document

It is recommended that the Board of Trustees approve the Integrated Planning Document. The College has been granted state categorical Student Equity (SE), Student Success and Support Program (SSSP), and Basic Skills Initiative (BSI) funding for the fiscal year 2017-2018, which will be used in implementing the plan. Additional support may be provided by the general fund, other categorical funds, and grants/donations.

33. Consideration of Approval of Resolution #17-1206A to Offer a Supplement Employee Retirement Plan (SERP)

It is recommended that the Board of Trustees approve Resolution #17-1206A and authorize the District to offer a Supplemental Employee Retirement Plan (SERP) to eligible employees (Faculty, Classified/Confidential, and Management) of the District.

The Plan will save Cerritos College approximately \$3,292,600 over a five (5) year period. The Plan has 229 eligible employees of which 43 eligible employee are projected to accept the incentive package in order to achieve the cost savings of \$3,292,600 referenced above. The cost will be 4.0% of total premium. The dollar savings of the projected Plan and the actual Plan are inclusive of this fee.

The Plan offering is contingent upon the participation of at least twenty-six (26) Faculty and seventeen (17) Classified staff (non-management) employees. If the District enrolls less than the required twenty-six (26) Faculty and seventeen (17) Classified staff (non-management) employees the Plan may be terminated at the discretion of the board and the retirement benefits may not be offered to any employee group.

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. 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

35. Reconvene to Open Session

36. Adjournment

***The Next Business Meeting of the Board of Trustees is set for
Wednesday, January 17, 2018 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 December 1, 2017 at 10:00 a.m., as required by law.

Dr. Jose Fierro, President/Superintendent