CERRITOS COMMUNITY COLLEGE DISTRICT
MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
APRIL 18, 2007

I. CALL TO ORDER
The meeting was called to order at 6:02 p.m. by Mr. Jackson the Board President. Those present were:

   Mr. Tom Jackson    Dr. Bob Hughlett
   Mr. Bob Arthur    Mr. John Moore
   Dr. Ted Edmiston    Mr. Joe Cobarrubio, Student Trustee
   Mr. Bob Epple

Ms. Carmen Avalos was not present.

Others present were the President of the College, Vice President of Business Services, Vice President of Student Services, Faculty Senate President and CSEA President.

II. PLEDGE OF ALLEGIANCE
The flag salute was led by Mr. Cobarrubio.

III. MINUTES
March 21, 2007
It was moved by Mr. Moore and seconded by Dr. Edmiston to approve the minutes of the regular meeting of March 21, 2007. The vote for approval was 5-0-1; Mr. Jackson abstained.

IV. MINUTES
April 4, 2007
It was moved by Mr. Epple and seconded by Mr. Moore to approve the minutes of the special meeting of April 4, 2007. The vote for approval was unanimous.

V. EMPLOYEE OF THE MONTH
Dr. Edmiston and Dr. Hughlett presented Peter Ryan with the Outstanding Classified Employee Award for the month of March 2007. Mr. Ryan began his full-time classified employment with the District on December 6, 2004 in the Facilities Department as a Gardner/Groundskeeper.

VI. INSTITUTIONAL PRESENTATIONS
Dr. Stephen Johnson

   Dr. Stephen Johnson introduced Barbara Mueller, Women’s History Committee Chairperson and Associate Professor of English. He also recognized and thanked Esther Choi (Re-Entry Resource Specialist) for her spectacular efforts in organizing all the events for the month. Ms. Mueller thanked the Re-Entry Center and the ASCC for making the writing contest possible. She introduced and presented a check to the Women’s History Month Essay Winners, as follows:

   First Place: Melvi de la Cruz, for her essay titled “Broken Silence: The Somaly Mam Story”

   Second Place: Carol Kin, for her essay titled “the Women and Girls of Sierra Leone”

   Third Place: Katie Colln, for her essay title “A Decade of Tears”

Mr. Jackson congratulated all participants in the Women’s History Month.

   Renée De Long
   Chomiak

Mrs. Chomiak introduced Dr. Jan Laine, Executive Director of Su Casa. Michael Flores, Cerritos College Student and Math Club President, presented Dr. Laine a check in the amount of $1,182 which were the funds raised through sales of donated books on campus. Dr. Laine expressed her appreciation to Cerritos College and to the Math Club for their dedicated efforts.
VII. PUBLIC HEARING

A. Mr. Jackson opened the Public Hearing for the Final Mitigated Negative Declaration 2007011057 for the Cerritos College 2006 Mater Plan (attachment). There were no requests for comment. It was moved by Mr. Moore and seconded by Mr. Epple to close the public hearing. The vote to close the public hearing was unanimous.

B. Approved the Resolution #07-06, adopting the Final Mitigated Negative Declaration 2007011057 for the Cerritos College 2006 Master Plan, as attached. Ms. Higdon thanked Sid Lindmark and his crew, Robert Riffle, and Jerry Jones for their hard work on this project. Mr. Jackson also thanked them for the excellent work. It was moved by Mr. Arthur and seconded by Mr. Epple to approve the resolution. The vote for approval was unanimous.

VIII. PUBLIC PRESENTATIONS

Dr. Ted Stolze, newly elected Cerritos College Faculty Federation (CCFF) President and Philosophy Instructor, introduced himself and gave a brief summary of his background. He stated that he is a 100% committed union activist and that he looks forward to working collegially and collectively with the Board.

Jack Swanson, Professor of English, spoke about the upcoming Global Consortium that is being organized by Dr. John Haas. Mr. Swanson stated that he learned from Dr. Haas that he needs $5,000 in support of this consortium and urged the Board to invest in this cultural union. He concluded by thanking the Board and applauding Dr. Haas.

IX. CONSENT AGENDA

Mr. Jackson announced that the bullet #3 was being removed from item IX.C and item IX.S was pulled from the agenda. It was moved by Dr. Edmiston and seconded by Mr. Moore to approve the consent agenda and addendum as indicated. The vote for approval was unanimous.

A. Approved Payment of Candidate Statement of Costs and Maximum Word Limitation, as attached.

B. It was moved by Dr. Edmiston and seconded by Mr. Moore to approve item B:

Consideration of Approval to Provide Compensation to a Board Member for Absence from a Board Meeting

The vote for approval was 5-0-1 (Dr. Hughlett abstained).

C. Accepted gifts with letters of thanks to the following:

- 8 automatic transaxles
  Donated by: Rose Manetta
  Hyundai Motors America
  10550 Talbert Avenue
  Fountain Valley, CA  92728

- 1200 pounds of Hobart Welding Rods (E7018)
  Donated by: Charles Taber
  Miller Electronics
  9570 Santa Anita Avenue
  Rancho Cucamonga, CA  91730

D. Approved Textbook Adoptions for Summer, as attached.
E. Accepted the Chancellor’s Office of California Community College Teacher Preparation Pipeline Grant, as attached.

F. Approved the Career and Technical Education (CTE) Teacher Pathways Grant Project Manager Job Description, as attached.

G. Approved Institutional Membership – International Nurses Association for Clinical Simulation and Learning, as attached.

H. Approved Institutional Membership – WestStart-CALSTART, as attached.

I. Approved VTEA Grant Stipends – Photography, as attached.

J. Approved VTEA Grant Stipends – Film Production, as attached.

K. Approved to Re-Donate Vehicles for Instructional Purposes to Agoura High School, as attached.

L. Approved to Enter Into Contracts with Converse Consultants and MACTEC Engineering and Consulting, Inc. for Geo Technical Services, as attached.

M. Approved to Enter Into Contracts with H2 Environmental Consulting Services, Inc. and Winzler & Kelly Consulting Engineers for Hazardous Materials Survey Services, as attached.

N. Approved to Enter Into Contracts with Converse Consultants and MACTEC Engineering and Consulting, Inc. for Special Inspection-Materials Inspection and Testing Services, as attached.

O. Approved General Fund, Special Reserve Funds, Restricted Funds, Financial Aid Fund, and Payroll Clearance Fund Warrants for the Quarter Ending March 31, 2007 as follows:

- Payroll “A” Warrants 7,486 $17,925,634.34
- Other “B” Warrants 13,242 $14,029,672.58

P. Approved Budget Extensions and Budget Transfers, as attached.

Q. Approved Contracts as follows:

Classes
NEW
1. The Community College Foundation
   Permanence and Safety-Model Approach to Partnerships in Parenting (PS-MAPP)
   Training in Northern Los Angeles County Health Occupations
   To provide PS-MAPP training to potential resource families in northern Los Angeles County for the period February 1, 2007 through January 31, 2008. The district will be reimbursed a total amount of $24,300.00. No cost to the District.
2. The Community College Foundation  
Permanence and Safety-Model Approach to Partnerships in Parenting (PS-MAPP)  
Training in Southern Los Angeles County  
Health Occupations  
To provide PS-MAPP training to potential resource families in southern Los Angeles County for the period February 1, 2007 through January 31, 2008. The district will be reimbursed a total amount of $24,300.00. No cost to the District.

Medical  
NEW

3. Active Sport Rehab and Wellness Program  
Physical Therapist Assistant Program  
Health Occupations  
To provide clinical/practicum experiences to students enrolled in the Physical Therapist Assistant Program for the period January 1, 2007 through January 1, 2009. No cost to the District.

4. Glenn Y. Arima, DDS. Inc.  
Dental Assisting Program  
Health Occupations  
To provide clinical/practicum experiences to students enrolled in the Dental Assisting Program for the period April 19, 2007 through April 19, 2009. No cost to the District.

5. Miram Dahut  
Speech-Language Pathology Assistant Program  
Health Occupations  
To provide clinical/practicum experiences to students enrolled in the Speech-Language Pathology Assistant Program for the period April 19, 2007 through April 19, 2009. No cost to District.

6. Robert Friedman, DDS/James B. Lee, DDS.  
Dental Assisting Program  
Health Occupations  
To provide clinical/practicum experiences to students enrolled in the Dental Assisting Program for the period April 19, 2007 through April 19, 2009. No cost to the District.

RENEWAL

7. USC University Hospital  
Physical Therapist Assistant Program  
Health Occupations  
To provide clinical/practicum experiences to students enrolled in the Physical Therapist Assistant Program for the period March 1, 2007 through March 1, 2009. No cost to the District.

Services  
AMENDMENT

8. North Orange County Community College District  
California Community College Chancellor’s SB70 Quick Start Grant  
CITE/Economic Development  
To provide additional services in support of the California Community Colleges Chancellor’s SB70 Quick Start Grant for the period April 19, 2007 through December 30, 2008. The College will receive an additional $15,000 bringing the total contract to $74,400. No cost to the District.
9. The Liquidation Company
   Purchasing
   For consignment of the District’s surplus property for the period
   April 19, 2007 through June 30, 2009. The District will be
   charged a 35% commission fee on the gross sales.

RENEWAL
10. tBP Architects
    Campus Projects
    Facilities
    Extension of time period only for the following campus project
    contracts: Development of Campus Standards and Design
    Guidelines; Campus Standards Specialty Consultants; and
    Implementation Plan for Cerritos College for Bond Measure
    Projects; Educational Planning. The time period was extended
    through December 31, 2007. There is no cost to the district for
    extending the contracts.

Speaker
11. Gloria DelaTorre-Wycoff
    EOPS/CARE End of Year Speaker
    Student Support Services
    Keynote speaker for the EOPS/CARE End-of-Year Celebration
    on May 11, 2007. The total cost is not to exceed $150.00 with
    funding from Student Support Services.

Use of Facilities
AMENDMENT
12. Faith Church
    Foster Parent Training Grant
    Health Occupations
    For use of facilities as a classroom site for six additional days for
    the Foster Parent Training Project. The amended period will be
    through June 30, 2007. The cost to the District will be an amount
    not to exceed $450.00 (6 days at $75.00 per meeting). Funding
    will come from the Foster Parent Training Program.

NEW
13. Norwalk Marriott
    Automotive GM Graduation
    Technology
    To provide facilities and meals for the Automotive GM
    Graduation on June 27, 2007. The cost will be no more than
    $3,000.00 and the cost will be offset with attendee contribution.
    General Motors Corporation will reimburse Cerritos College for
    the remaining expenses. There is no direct cost to the District.

14. The Coast Long Beach Hotel
    Cerritos College Mass Communications Advisory Committee
    CITE/Fine Arts and Communications
    For use of facility and catering for the Cerritos College Mass
    Communications Advisory Committee working luncheon meeting
    on March 30, 2007. The cost of the District will be an amount not
    to exceed $400.00. Funding will come from VTEA.
R. Approved and/or Ratified Resignations Accepted by the President/Superintendent, as follows:

Added by addendum:

Gale Jr., Charles Edward, Coordinator of Student Health Services (Student Health Services), effective May 31, 2007

Millen, Becky L., Program Assistant I (International Students Program), effective April 11, 2007.

S. This item was pulled from the agenda.

T. Approved Continuation of Employment of Temporary Full-Time Faculty 100% Funded under Categorically Funded Programs Pursuant to the Provisions of Education Code Section 87470:

Andrade, Israel, Instructor (Automotive Mechanical Repair), @ B-6 ($58,188/annual), effective August 13, 2007, for a period not to exceed May 16, 2008, with continued employment contingent on funding of this position under the Southeast ROP Training Contract and/or Advanced Transportation Grants

U. Approved and/or Ratified Employment of Temporary and/or Substitute Hourly Faculty Personnel, as needed for the 2006-2007 Academic Year, as attached.

V. Approved Request for Reduced Workload Prior to Retirement Pursuant to the Provisions of Board Policy 7215-7215.3 and Education Code Section 87483, as attached.

W. Approved and/or Ratified Employment of 2007 Summer Session Faculty Personnel, as attached.

X. Approved and/or Ratified Employment of Classified, Short-Term, Substitute, and/or Student Hourly Personnel, as attached.

X. ADMINISTRATIVE MATTERS

A. As information, the Board book contained Coordinating Committee Minutes for March 5, March 12, and March 19, 2007.

B. As information, the Board considered the First Reading: Portion of Chapter 5 Board Policies (Student Services). Dr. Hughlett asked for a general status of this chapter. Dr. Stephen Johnson stated that the Student Services section has approximately 67 items and that the Coordinating Committee has been working through these items diligently. He indicated that tonight they will receive another portion of the Board Policies – Chapter 5 (Student Services) for their review prior to the May 2nd Board meeting.

C. It was moved by Dr. Hughlett and seconded by Mr. Arthur to adopt Board Policy 6200 – Budget Preparation (Business Services) as presented. The vote for adoption was unanimous.

D. It was moved by Mr. Epple and seconded by Dr. Hughlett to enter into contract negotiations with Vavrinek, Trine, Day to Conduct the Annual Audit and Vincenti, Lloyd & Stutzman to Provide Additional Accounting/Auditing Services. The vote for approval was unanimous.
Mr. Cobarrubio announced the Career Expo will be held on April 25th. This year there will be an increase in businesses attending. He asked that the board members advertise this expo in their local community. He also announced that college will host the Mega Mixer on April 24th and it is a fantastic event to participate in. Mr. Cobarrubio also announced that the Psychology Club is hosting Environmental Week this week. They planted a tree and are collecting recyclables to fund a scholarship. He also stated that the ASCC Student Body elections are occurring this week and there are three candidates campaigning. He stated that Senior Preview Day is on Friday and many local high schools will be touring the campus. He announced that he would be participating in a conference call with students from other colleges with Senator Barack Obama who is having a Questions and Answers session for his campaign which includes working with college students across the country. He concluded by stating that Josh Franco is involved in this campaign and he is looking forward to participating.

Dr. Hughlett stated that he attended the Art Gallery Exhibition and commended Christina Fernandez for putting together an excellent program. He stated that the enthusiasm of the students and the faculty was very evident and this was a buoyant event. He attended along with a couple of board members the Project Hope Classroom Experience and it was well orchestrated. He also attended the Retired Faculty Association Luncheon and it was great to see the retired folks. He commended Mr. Jackson for suggesting that the Retired Faculty Association start a scholarship fund for the Teacher TRAC program. Dr. Hughlett stated that he looks forward to receiving data on the Accreditation Report, reading the self-study and receiving a timeline. He concluded by stating that the Virginia Tech situation is horrific and mentioned their inability to notify everyone on campus at one time. He recommended that we investigate the option of putting a Clock Tower in Falcon Square and perhaps Avalon Funds could be used.

Mr. Moore stated that he attended the Advisory Committee Breakfast held on March 22 and recognized Nick Kremer for his efforts in organizing this event. He also commended the speaker for an outstanding presentation and requested a copy of it. Mr. Moore stated that he attended the K-12 meeting with our feeder schools and he felt it was an important meeting in that we keep our finger on the pulse of what our feeder schools are facing and dealing with. Mr. Moore stated that the Ethics Workshop for the Board was very important and he appreciated staff for making that possible; however, he suggested that next time the facilitator do a survey prior to such a workshop so that the focus could be on the areas that the Board are most concerned with in terms of how we do business. Mr. Moore stated that consistent with the recent discussion on community outreach, he attended the Downey Chamber Networking Breakfast and while there he announced the Mega Mixer. He also attended the City of South Gate Mayoral transition and presented on behalf of the Board and Administration the Cerritos College ceramic tiles to City Council members. Mr. Moore asked when the Board would receive an update on the Project HOPE Program. He concluded by requesting a summary of all the grants the district has received in the past five years and the dollar amount for each.
Mr. Epple spoke about the Virginia Tech incident and commented that with tragedy comes a learning experience for other learning institutions. He indicated that with Cerritos College in the process of both renovating and building new buildings comes the opportunity to ensure that all security measures are taken to ensure the safety of all students, staff and community on the campus. He also commented that the media is always very quick to place blame for the way in which emergencies are handled on school campuses. It is important, that we, as a college support all the school campuses that have been in emergency situations.

Mr. Arthur requested that Dr. Vela contact Steve Richardson to see if there is anything the Foundation can do from a financial position to assist in Dr. Haas’ project. He stated that he was sure the Foundation would be very supportive of that venture and would be able to provide funds almost immediately towards that end. He concluded by stating that he will not be present at the May 2 Board Meeting since there is a Foothill Transit Annual Governing Board Meeting scheduled the same night.

Mr. Jackson announced that he was once again honored to be a reader at the Academic Excellence Awards. He stated 54 students were presented awards and that it was a fun evening. He stated that he attended the K-12 breakfast meeting in the morning and in the evening he attended Assemblyman Tony Mendoza’s dinner recognizing Outstanding Women of the Year for the 56th Assembly District. He stated that Antonieta Paez was recognized as the Outstanding Woman of the Year. He had the opportunity to meet her at the Project HOPE Class Experience on Saturday. She is working with our Project HOPE students and is very active in the community of Norwalk. He also attended the Retired Faculty Association meeting and they approved that the organization begin a Teacher TRAC scholarship for a new entering student. They will also request donations to this scholarship fund which will be set up through the Foundation so that it is tax deductible. He also stated that he will be attending Senior Preview Day and that this is a fun event which he looks forward to. He concluded by stating that on Saturday he will receive his Master’s in Governance from the California School Boards Association.

Dr. Vela congratulated Mr. Jackson on receiving his Master’s in Governance degree. On behalf of the college, Dr. Vela expressed condolences to the families of the students and faculty of Virginia Tech. Dr. Vela shared what the Cerritos College team did and how they were prepared to respond to an incident here should there be a copycat. She stated that the staff immediately gathered information and made a list of everything that could be learned about the situation in regards to how the school handled the media and also their website. Staff is creating a manual and Dr. Johnson has requested that the Clock Tower concept be reconsidered because it can serve as a means of communication. Dr. Vela confirmed Avalon Funds could be used for the Clock Tower since this is considered a capital expense. Ms. Higdon replied that the Clock Tower is at DSA even though we didn’t get funding last year in the event that we found funding for it. She expressed her appreciation to the staff for their efforts. Dr. Vela acknowledged Nick Kremer and his staff for another outstanding Advisory Committee Breakfast meeting. She announced that she invited the area superintendents and they expressed
their appreciation for being included. She stated she has shared Jack Stewart’s presentation with them which in turn they are sharing with their staff. Dr. Vela confirmed that she will send a copy of the presentation to the Board. Dr. Vela stated that Jack Stewart, President of the California Manufacturers and Technology Association had commented positively about the work that is being done by our faculty and staff here and he also mentioned what he called the Business Champions. Dr. Vela stated she was contacted by leaders of the Business Champions who requested to meet with her while she was attending the AACC Conference. She met with Mary Gershwin (Project Director for the Center for the Workforce Success) and Phyllis Eisen (Vice President of the Manufacturing Institute and the Executive Director for Center for the Workforce Success and recent recipient of the Harry Truman Award) who are with the Business Champions. Dr. Vela stated that they are raising and promoting awareness among policy makers, high education officials and employers to improve the workforce development capacity in community colleges. Dr. Vela stated that they extended their appreciation to the Board and faculty for the outstanding work being done here. Dr. Vela stated that she attended the AAUW Conference on March 24 and expressed her appreciation to Francine DeFrance for her efforts in ensuring that we receive scholarships for our students. She also attended the Project HOPE Parent Group meeting and stated it was an opportunity to talk with parents about how the college system works. She stated that the parents have also expressed an interest in the continued funding of the program. Dr. Vela also stated that she attended the Academic Excellence Awards and thanked Dr. Reece and Cheryl Shimazu. Dr. Vela stated that on March 29, Cerritos College participated in the ABC Unified School District’s 11th Parent Leadership Conference. She was invited to be the Keynote Speaker. Kim Westby and Shirley Arceo were workshop presenters. She stated that they shared information about the opportunities here at Cerritos College as well our relationship with the universities and also a little bit about the financial aid process. The conference was extremely well received and well attended. Dr. Vela stated that she had an opportunity to highlight the college and thanked Kristen Habbestad for her efforts in gathering research data about the success of transfer students from community colleges to universities. She also stated that she shared information from Jack Stewart’s presentation in terms of how the workforce is changing. Dr. Vela stated the presentations were well received and that she heard many positive comments from the parents. Dr. Vela announced that on Saturday, April 21, staff members will be giving Dr. Debbie Malumed, who is a Board of Governors member, a tour of the campus. Dr. Vela stated the Josh Franco continues to maintain contact with her and that he is a finalist for the Students Board of Regents seat. She stated that she will be writing him another letter of recommendation. She stated that he continues to do well and kudos goes to the faculty and our student body leadership program that have prepared him well. Dr. Vela stated that the Project HOPE presentation is scheduled for May 2. With regards to the Global Consortium report and presentation, such has been requested but no response has been received yet. As soon as we receive a response, it will be scheduled. Dr. Vela concluded by stating that the Board has approved funding for all the amounts requested by Dr. Haas. The $5,000 request mentioned by Jack Swanson was new information.
Ms. Higdon informed the Board that they will be receiving bids for the cell phone tower and ATM machines sometime within the next few Board meetings. She stated that the District was notified by the current ATM vendor that they no longer wish to continue ATM services on campus.

Dr. Johnson announced that he attended the International Students Spring Festival and it was a terrific evening of food and entertainment which showcased a number of cultural aspects of the college campus. He was pleased to announce that the Disaster Drill was done in 29 minutes and the online feedback survey is open until today. Dr. Johnson noted that on the Disaster Response Emergency Procedures poster there is a small section for Shelter-in-Place. Chief Bukowiecki indicated that during the training he did in January, there were questions about Shelter-in-Place so people are thinking about those kinds of scenarios. He stated that the College and University Police Chiefs Association met for their annual meeting recently and they too are concerned about public address on college and university campuses because they are comparing what they see at K-12 campuses. He thanked the members of the Disaster Response working group – Kristen Habbestad, Robert Riffle, Richard Bukowiecki and Beverly Sweet for their dedication and assistance in organizing the Disaster Drill and results of the online survey. Dr. Johnson acknowledged Renée De Long Chomiak and the Counseling Department who are hosting the High School Counselors Luncheon at Senior Preview Day. He concluded his report by thanking Robert Riffle and his crew for working with the Psychology Club as part of their Environmental Week who planted a new jacaranda tree near the Health Occupations Building.

Dr. Reece commended the Board on the open process that is being used for the review of the board policies and administrative procedures. He stated that while it is tedious, he believes it is remarkable since it is our most significant document and is being looked at by every constituency on campus. He congratulated Dr. Stolze as the new CCFF President and thanked Dr. Fabish for all of his hard work. Dr. Reece thanked those who worked on and attended the Academic Excellence Award Ceremony and believes the students were given an evening that they will remember for a long time. He invited everyone to attend the Outstanding Faculty Awards Ceremony scheduled April 14 at 11 a.m. in the Student Center and reminded everyone that lunch will be served. He stated Dr. John Haas will be recognized as the Most Outstanding Faculty. He concluded his report by announcing the last Senate meeting of the year will be held on May 8 and stated that the previous faculty senate presidents were invited to come and share some stories and recognize the retiring faculty members. He invited all to attend.

Ms. Laughon thanked Tom Chavez for attending the last Board meeting on her behalf while she was attending a CSEA Conference. She acknowledged Peter Ryan as the Classified Employee of the Month. She invited everyone to attend the Outstanding Classified Awards Ceremony on Thursday, May 17 at 11 a.m. in the Student Center. Ms. Laughon concluded her report by extending her condolences to Joe Stits (former trustee) on the recent passing of his wife Darla, who was a retired classified employee.
XII. CLOSED SESSION
There was no closed session.

XIII. RECONVENE
There was no need to reconvene.

XIV. ADJOURNMENT
As a gesture of solidarity for the entire Virginia Tech family and in an expression of our condolences, thoughts and prayers for the families of the students and faculty who were killed on Monday, April 16, the meeting was adjourned at 7:35 p.m.

XV. NEXT REGULAR MEETING
The next regular meeting of the Board of Trustees is scheduled for Wednesday, May 2, 2007 at 6:00 p.m.

Tom Jackson, President

Robert Epple, Secretary