I. CALL TO ORDER

The meeting was called to order at 6:00 p.m. by Mr. Jackson the Board
President. Those present were:

- Ms. Carmen Avalos
- Dr. Bob Hughlett
- Mr. Bob Arthur
- Mr. Tom Jackson
- Dr. Ted Edmiston
- Mr. John Moore
- Mr. Bob Epple
- Mr. Jason Macias, Student Trustee

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

II. PLEDGE OF ALLEGIANCE

The flag salute was led by Mr. Macias.

III. MINUTES

May 16, 2007

It was moved by Mr. Arthur and seconded by Mr. Epple to approve the
minutes of the regular meeting of May 16, 2007. The vote for approval
was unanimous.

IV. INSTALLATION OF

2007-2008 STUDENT
BOARD MEMBER

Dr. Vela administered the Oath of Office to incoming Student Member
Jason Macias who will serve through June 2008.

V. PRESENTATION OF

PLAQUE

The Board presented Dr. Isabelle Egan with a retirement plaque
acknowledging her years of dedicated service to Cerritos College.

VI. INSTITUTIONAL

PRESENTATIONS

Recognition of Award to Jose
Anaya, Director of Economic
Development

Nick Kremer, Executive Director of Community, Industry, Technology and
Education, introduced David Braunstein, CEO/President of California
Manufacturing Technology Consulting. Mr. Bronson stated that CMTC
has worked with many community colleges and added that CMTC has
formed a flourishing partnership with Cerritos College. He stated that
Jose Anaya, Director of Economic Development, has done a remarkable
job in terms of leadership and management. On behalf of CMTC, Mr
Braunstein awarded a plaque to Mr. Anaya.

VII. PUBLIC

PRESENTATIONS

Bill Madden

Bill Madden, General Manager for Johnson Controls, spoke regarding
item VIII.G. on the consent agenda. He stated that Johnson Controls
submitted a bid related to Item G. and was subsequently sent a notice of
non-responsiveness. Mr. Madden provided an overview of the submitted
bid and stated that staff worked hard to keep cost below the budget. He
added that he believed Johnson Controls was the lowest responsible
bidder. Mr. Madden concluded by thanking the Board for their time.

VIII. CONSENT AGENDA

It was moved by Mr. Arthur and seconded by Mr. Epple to approve the
consent agenda and addendum. Mr. Arthur asked that Items E, F, G, H
and J.12 be held for separate consideration and Mr. Moore asked that
Items J.4 through J.10 be held for separate consideration. The vote for
approval was unanimous.
E. It was moved by Dr. Edmiston and seconded by Mr. Moore to approve item E:

   Consideration of Approval of Resolution #07-12 - Membership and Conference List for 2007-2008

Mr. Arthur noted that $105,113 was allocated for memberships and conferences. He requested an itemized report of the services the organizations provide, individual costs, conference attendees as well as the expenses related to conferences. He said that it seems like there is a substantially large number of outside activities and memberships. Dr. Vela clarified that the list is maintained to cover the possibility of any individuals wishing to attend so that District insurance will cover employee participation. Mr. Eppele stated that it will take a substantial amount of time and effort to list all the attendance of staff and faculty for an entire year. Mr. Moore stated that the Board should review these things periodically. Dr. Hughlett stated he supported a summary of the information requested, but not the details of each expense. Dr. Vela stated that staff will provide a summary report that can be added upon if needed. The vote for approval was unanimous.

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

   Consideration of Approval to Enter into Contracts with the Solis Group and CS & Associates for Labor Compliance Services

Mr. Arthur questioned why these services are not included with the services provided by Bovis Lend Lease as the College Advocate/Owner’s Representative. Ms. Higdon replied that the services are specialized and that they must be separate from district functions. She added that this was a very typical model. The vote for approval was unanimous.

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

   Consideration of Approval of Bid No. 0607-20, Pre-Packaged Equipment for Central Plant

Mr. Arthur questioned which equipment is included in this bid. Ms. Higdon stated that the bid includes all internal items that would be found in a typical central plant. Mr. Arthur stated that he was not aware that Mr. Madden was going to be present at the meeting but noted that the winning bid was half a million dollars higher than the two non-responsive bidders. He recommended that the district reject all of the bids and re-bid the project. Ms. Avalos asked if doing so would delay the project. Ms. Higdon stated that many individuals have carefully reviewed the bids and mandatory job walk. She added that only a small amount of companies are large enough to deliver this unique product and that re-bidding would put everyone in a difficult situation, as there is no guarantee that the bids wouldn’t be higher. She also stated that the winning bid matched up to an independent cost estimate. Ms. Higdon stated that if the project is not up and running by December 2008, the college will not be able to receive a rebate of $500,000 from Southern California Edison. Ms.
Higdon stated that she feels very confident in the project and recommended that the Board move forward and approve the request by staff. The vote for approval was unanimous.

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

Consideration of Approval of Bid No. 0607-24, Electrical Substation Relocation

Mr. Arthur stated that the addendum answered the questions he had regarding this item. The vote for approval was unanimous.

J. It was moved by Mr. Epple and seconded by Mr. Moore to approve items J.4 through J.10:

NEW

4. Frantone’s Pizza & Spaghetti Villa
   Food Vendor Stand
   Purchasing
   To supersede their existing agreement for food service on campus. For period July 1, 2007 through June 30, 2008, with an option to renew the contract for four (4) separate consecutive additional periods of one (1) year each. The monthly commission is 10% of gross sales plus 1% for maintenance of the area.

5. Madrid Consulting Group
   Environmental Scan
   To include installing a user-friendly electronic interface which will facilitate the use of the previous environmental scan by the District staff to make inquiries and prepare mailing lists. The Madrid Consulting Group will also prepare customized reports, adding some new data to supplement the District’s existing scan. For period June 7, 2007 through June 30, 2008. Total cost is $5,000 with funding from the Community, Industry and Technology Education Division.

6. Zebra Café
   Food Vendor Stand
   Purchasing
   To supersede their existing agreement for food service on campus. For period July 1, 2007 through June 30, 2008, with an option to renew the contract for four (4) separate consecutive additional periods of one (1) year each. The monthly commission is 10% of gross sales plus 1% for the maintenance of the area.

RENEWAL

7. Chicago Harv’s
8. Cotti Foods (Taco Bell)
9. Oh No Tokyo
10. S&B Foods
    Food Court Vendors
    Purchasing
    To renew the agreements with the four (4) named food court vendors. For period July 1, 2007 through June 30, 2008. No
Mr. Moore questioned what the vendors generate in terms of revenue and further questioned how figures from 2005-2006 compare with 2006-2007. Ms. Higdon stated that the vendors are meeting or exceeding the minimum amounts required in the contracts. She added that they are doing roughly the same as last year in terms of revenue. The vote for approval was unanimous.

J. It was moved by Dr. Edmiston and seconded by Mr. Moore to approve item J.12:

**Training**

**AMENDMENT**

12. College of the Canyons – CACT

CNC Training Course

CITE

To assist Cerritos College in delivering services under the District contract with El Proyecto del Barrio. Under the amendment, COC will provide an additional 200-hour CNC set up training course to El Proyecto clients. For period November 16, 2006 through December 30, 2007. These additional services will be provided at an amount not to exceed $35,000.

Mr. Arthur sought clarification regarding the time period. Mr. Kremer stated that the item is an amendment to the original contract which began November 16, 2006. The vote for approval was unanimous.

A. 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

B. Accepted Chancellor’s Office SB70 Grant, as attached.

C. Approved the California High School Exit Exam (CAHSEE) Grant Stipends and Honorariums, as attached.

D. Approved Gateways Title V Grant Stipends, as attached.

E. This item was considered separately.

F. This item was considered separately.

G. This item was considered separately.

H. This item was considered separately.

I. Approved Budget Extensions and Budget Transfers, as attached.
J. Approved Contracts as follows:

Classes

NEW
1. Faye Ross Middle School
   Summer Academy
   CITE
   To provide a not-for-credit, fee-based summer academy for 3rd – 7th graders through Community Education. For period June 10, 2007 through August 31, 2007. The District will pay Faye Ross Middle School with the remaining funds after program costs (including administrative allowances) are deducted.

Leases

RENEWAL
2. Follet Higher Education Group
   College Bookstore
   Business Services
   For operation of the Cerritos College Bookstore. All other terms and conditions will remain the same. For period July 1, 2007 through June 30, 2008. The District will receive 8 percent of all Gross Revenue less than $4,000,000.00, 8.5 percent of any Gross Revenue over $4,000,000.00 but less than $5,000,000.00, 9.5 percent of any Gross Revenue over $5,000,000.00, and a guaranteed minimum annual income of $275,000.00.

Services

AMENDMENT
3. North Orange County Community College District
   Grant Support
   CITE
   To provide additional services in support of grants projects that include Hospital Emergency Response Training and the Regional Environmental Business Resource and Assistance Center. For period April 19, 2007 through December 30, 2008. The District will receive $14,000 for a total contract value of $88,440 for the services. This fee will provide funds for 100% of this project’s activities with no cost to the District.

NEW
   Items 4-10 were considered separately.

RENEWAL
11. Primetime Amusement
   Contractor-Furnished Video Game Machine Services
   Student Activities
   To continue to provide video games for the Student Center Game Room. Renewed through June 30, 2008. Primetime Amusement will pay a commission of 50% of gross revenues to the Associated Students of Cerritos College.

Training

AMENDMENT
12. This item was considered separately.

NEW
13. Softline Home Fashions, Inc.
   English as a Second Language Workshop
   CITE
   To provide an onsite 54-hour customized English as a Second
Language workshop for their employees. For period June 7, 2007 through December 31, 2007. The workshop, including instructional materials will be provided to the company for a flat fee of $4,600. This is a financially self-supporting program.

RENEWAL
14. Field Ironworkers Apprenticeship and Training Program
   Local Education Agency
   CITE
   The District will provide approved curriculum, oversee instruction, and file the required reports with the State. The Ironworkers will provide instructors, facility, equipment and supplies. For period March 17, 2007 through March 16, 2009. The revenue generated from apprenticeship funds will be shared as follows: Cerritos College 18% and the Field Ironworkers 82%.

Workshop
NEW
15. A to Z Grantwriting
   Grantwriting Workshop
   CITE
   To provide a one day, customized workshop for faculty and staff focused on seeking funding from foundations and corporations. For period June 7, 2007 through December 31, 2007, Total cost is $4,500.00 plus expenses not to exceed $700.00 with funding from VTEA funds.

16. Bonnie Knight
   Yoga Workshops
   CITE
   To provide not-for-credit, fee-based yoga workshops for Community Education on an as needed basis. For period June 7, 2007 through May 31, 2009. Ms. Knight will receive 30% of the total enrollment fees collected per workshop.

17. Meester, Doreen Consulting & Tutoring
   Micro-Dermabrasion Workshops
   CITE
   To provide not-for-credit, fee-based micro-dermabrasion workshops for Community Education on an as needed basis. For period September 1, 2007 through August 31, 2009. Meester, Doreen Consulting & Tutoring will receive 30% of the total enrollment fees collected per workshop.

18. NorthGlen Chiropractic
   Health Living Workshops
   CITE
   To provide not-for-credit, fee-based Healthy Living workshops for Community Education on an as needed basis. For period October 1, 2007 through September 30, 2009. NorthGlen Chiropractic will receive 30% of the total enrollment fees collected per workshop.
K.  Approved and/or Ratified Resignations Accepted by the President/Superintendent, as follows:

   Egan, Isabelle, Professor/Counselor – Counseling, effective June 30, 2007

   Chamras, Sevada, Instructor – Chemistry (Science, Engineering & Mathematics Division), effective August 10, 2007

L.  Approved Employment of Full-Time First-Year Contract (Probationary), Hourly, and/or Substitute Faculty Employee(s), as follows:

   Lopez, Jesusita, Instructor (Culinary Arts), @ E-5 ($63,130/annual), 10-School Month Contract, effective August 13, 2007

   Artiaga, Benjamin, Instructor (Physical Education/Head Coach Men’s Soccer), @ B-3 ($50,772/annual), 10-School Month Contract, effective August 13, 2007

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

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

IX.  ADMINISTRATIVE MATTERS

A.  As information, the Board book contained Coordinating Committee Minutes for April 30, May 7 and May 14, 2007.

B.  It was moved by Mr. Epple and seconded by Dr. Hughlett to approve of Cerritos College’s Five-Year Construction Plan (5YCP), as attached. The vote for approval was unanimous.

C.  It was moved by Dr. Edmiston and seconded by Mr. Moore to adopt the Third Portion of Chapter 5 Board Policies (Student Services) as Distributed, Reviewed and Revised by the Board at the May 2 and May 16 Board Meetings, as attached. The vote for approval was unanimous.

D.  As information, the Board considered the First Reading: First Portion of Chapter 4 Board Policies (Academic Affairs). There were no questions nor discussion.

E.  It was moved by Dr. Hughlett and seconded by Mr. Arthur to consider the establishment of a Board Subcommittee for Personnel, as attached. Dr. Hughlett began the discussion by responding to questions that he received from the Board. He stated that in his previous experience with other boards (city council), a personnel subcommittee oversees personnel functions of the organization such as the CEO evaluation and the Board Self-Evaluation. He stated that he envisioned the subcommittee to serve as calendar-keeper and to create timelines of development of goals. He added that the subcommittee would respond to the Board and would not make decisions on its own. He stated that he didn’t have any personnel matters in mind but left it as an opening for discussion. He added that he didn’t think it would violate the President’s contract because
the subcommittee would only serve to assure that timelines are met. Dr. Edmiston indicated that the development of a subcommittee would be an effort to solve a problem that the Board has had for a while keeping to a schedule. He also added that he learned that Boards generally get sued for work done in subcommittees and violations of the Brown Act. Dr. Vela indicated that the Board has had a schedule of presentations, study sessions and CEO evaluation but that due to Board members’ schedule conflicts and requests for changes, flexibility has been exercised. Mr. Epple expressed concern with regard to appointing three people to establish a calendar that is already established and felt that the subcommittee won’t be able to resolve the problem. The entire Board must be involved. He stated that under Board policy, President/Superintendent and Board President are responsible for ensuring that items of contract, law and policy receive consideration at the right time. Mr. Moore stated that he had hoped to have a discussion and hold a future study session to discuss these different areas. Mr. Jackson stated that he talked with legal counsel who indicated that Dr. Vela’s contract states that the Board as a whole is responsible for the CEO evaluation, and for a subcommittee to do such things would be a violation of the contract. Ms. Avalos suggested that the Human Resources office develop a timeline. Mr. Arthur stated that it was excellent idea to assist in coordinating activities that are required of the Board and added that it may potentially work to draft a tool that could be used for the evaluation of the President and bring it to the Board as a recommendation. Mr. Jackson suggested that at a future study session the Board look at scheduling some specific annual study sessions. Dr. Hughlett agreed that a subcommittee would not be appropriate to usurp the authority of the Board. Dr. Hughlett moved to table the item to a future study session.

X. REPORTS OF BOARD MEMBERS AND STAFF

Macias

Mr. Macias stated that he was happy to be in attendance at the Board table. He stated that the ASCC is currently searching for new cabinet and senate members. He concluded by informing the Board that he will be unable to attend the July 18 meeting due to his participation in a residential workshop at UCLA.

Hughlett

Dr. Hughlett stated that he attended the Employee Appreciation Breakfast and Outstanding Classified Award Ceremony and added that they were both good events that were well-attended. He stated that he attended a Prayer Breakfast with the City of Cerritos on May 23. Dr. Hughlett concluded by reminding the Board that he will not be in attendance at the June 20 Board meeting due to vacation.

Avalos

Ms. Avalos stated that her brother is a Cerritos College graduate and recently graduated from Cal State Northridge and will be pursuing a law degree. She added that her sister is also a Cerritos College graduate who recently received her Masters in Education and stated that it is a proud time for her family.

Edmiston

Dr. Edmiston attended the LACSTA Meeting on May 31 and had the pleasure of hearing a presentation titled “Don’t be an F+ District in Public
Information and Brown Act Violations”, which was presented by Professor Richard P. McKee. He stated that LACSTA is the trustees organization for all trustees in the county.

Mr. Moore enjoyed the Staff Appreciation Breakfast as well as the Outstanding Classified Awards Ceremony. He added that John Gallant does a great job as Master of Ceremonies. Mr. Moore thanked staff for providing the “Special Programs Report” to the Board and added that he feels Project HOPE is a viable program and asked that the Board not lose sight of it.

Mr. Jackson stated that the Outstanding Classified Awards Ceremony was a great event. He stated that when the “Special Programs Report” was requested, there was discussion of a possible study session. He asked if the Board still wanted a Study Session. The Board did not request a study session to discuss the Special Programs. He added that he also sent the Board a self-evaluation packet which included a self-evaluation document which was approved in 1998. Mr. Jackson asked the Board if they would like to use the existing evaluation or formulate a new one. Mr. Epple stated that in order to do a timely evaluation, we should use the pre-approved evaluation and schedule a study session in the future to formulate a new one.

Dr. Vela congratulated Mr. Macias and added that her door is always open to him for discussion and questions. She also congratulated Mr. Anaya and stated that he is a gem at the college who continues to place Cerritos College on the map. She stated that she received many positive comments about the Employee Appreciation Breakfast. Dr. Vela also enjoyed the Outstanding Classified Awards Ceremony and added that Cerritos College is blessed with talent. Dr. Vela concluded by stating that the college hosted the 3rd SetUP Symposium on May 19, which has come about as result of partnerships with K-12 partners and Cal State Long Beach. Planning for the 4th Symposium is underway.

Ms. Higdon stated that Lola Rizkallah will be presenting the 2007-2008 Tentative Budget at the June 20 Board meeting. She also informed the Board that there will be an upcoming recommendation for ATM services as well as potential bids for the replenishment of the soccer field. Ms. Higdon concluded by stating that the bid for attorney services is currently being advertised.

Mr. Farmer informed the Board that he would be distributing another packet of Board policies and procedures. He congratulated Mr. Macias and added that he would be happy to meet with him should he have any questions. Mr. Farmer concluded by congratulating Mr. Anaya and added that he does a terrific job.

Dr. Johnson welcomed Mr. Macias and congratulated him.

Dr. Reece congratulated Mr. Macias and added that he attended the Outstanding Classified Awards Ceremony and it was a great program.

Ms. Laughon stated that the classified staff appreciated the Board support at the Outstanding Classified Awards Ceremony and added that many people enjoyed and appreciated the Employee Appreciation Breakfast.
XI. CLOSED SESSION  The Board adjourned to closed session at 7:46 p.m.

XII. RECONVENE  The Board reconvened to open session at 8:46 p.m.

Read Out

Mr. Arthur reported that in closed session the Board of Trustees approved Dr. Adolph Johnson, Jr.’s request for reassignment from Dean of Academic Affairs to a full-time tenured Counselor position in the Counseling Division effective July 1, 2007. The vote for approval was unanimous.

Read Out

Dr. Hughlett reported that in closed session the Board of Trustees took action to approve the employment of and contract for John S. Boyle as Interim Instructional Dean of Science, Engineering & Mathematics Division dated June 6, 2007, to be effective July 1, 2007 and such employment will be on a temporary as-needed basis for a period not to exceed January 31, 2008. The vote for approval was unanimous.

XIII. ADJOURNMENT  The meeting was adjourned at 8:51 p.m.

XIV. NEXT REGULAR MEETING  The next regular meeting of the Board of Trustees is scheduled for Wednesday, June 20, 2007 at 6:00 p.m.

Tom Jackson, President

Robert Epple, Secretary