I. CALL TO ORDER

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

- Mr. Bob Arthur
- Dr. Bob Hughlett
- Ms. Carmen Avalos
- 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, Faculty Senate President and CSEA President.

II. PLEDGE OF ALLEGIANCE

The flag salute was led by Mr. Jackson.

III. MINUTES

August 15, 2007

It was moved by Mr. Epple and seconded by Dr. Edmiston to approve the minutes of the special meeting of August 15, 2007. The vote for approval was unanimous.

IV. MINUTES

August 15, 2007

It was moved by Dr. Edmiston and seconded by Mr. Epple to approve the minutes of the regular meeting of August 15, 2007. The vote for approval was unanimous.

V. INSTITUTIONAL PRESENTATIONS

Student Learning Outcomes

Mr. Farmer made a presentation on Student Learning Outcomes (SLO) at Cerritos College. He provided an overview of ACCJC expectations, the guiding premises of SLOs at the college and stated that the ultimate goal is continual dialogue and conversation about improvement in learning and teaching in the college community. Mr. Farmer acknowledged Jan Connal and Frank Mixson for their leadership in heading the Student Learning Outcomes Assessment Cycle activities at the college. After discussion, Mr. Jackson thanked Mr. Farmer for his report.

VI. PUBLIC PRESENTATIONS

There were no public presentations.

VII. CONSENT AGENDA

It was moved by Dr. Hughlett and seconded by Mr. Moore to approve the consent agenda and addendum. Mr. Jackson noted that Item VII.H was pulled from the agenda. The vote for approval was unanimous.

A. Approved Textbook Adoptions for Fall 2007, as attached.

B. Accepted I Chancellor’s Office Economic and Workforce Development Grant, as attached.

C. Approved Perkins/VTEA Grant Honorariums, as attached.

D. Approved of Volunteer Assistance for Teacher Assistance Program, as attached.
E. Approved Contracts as follows:

Agreements

NEW

1. Los Angeles County Office of Education
   Instructional Development
   Technology
   For the development and presentation of instructional materials. The time period will be for the 2007-2008 academic school year. The District will receive up to $14,350.00.

2. Santa Monica College
   Advanced Transportation Technologies and Energy Initiative Grant (ATTEI)
   Technology
   This agreement will support the development and coordination of new regional transportation courses and programs. For period September 6, 2007 through June 30, 2008. The ATTEI grant fund will provide part of the related costs for this activity. The balance of the costs will be provided by a $10,000 fee that Santa Monica College will pay the District as part of the agreement.

Medical

RENEWAL

3. Department of Veteran’s Affairs
   Dental Hygiene Program
   Health Occupations
   To continue to offer clinical/practicum experiences to students enrolled in the dental hygiene program. For period August 13, 2007 through August 12, 2009. No cost to the District.

Presentations

RENEWAL

4. Los Angeles County Office of Education
   Memorandum of Understanding – Oral Health Presentations
   Health Occupations
   To continue to allow dental hygiene students to provide classroom oral health presentations at assigned schools in the Norwalk-La Mirada Unified School District serving children in kindergarten through sixth grade. For period July 1, 2007 through June 30, 2009. No cost to the District.

Services

AMENDMENT

5. San Bernardino Community College District
   US Department of Labor Employment and Training Grant
   CITE/Economic Development
   To provide additional support of their U.S. Department of Labor Employment and Training grant. The agreement is valid through December 31, 2007. For this additional service, the College will receive $6,000 for a total of $60,200. This fee will provide funds for 100% of this project’s activities with no cost to the District.

NEW

6. CPD Advertising & Design, Inc. – Claudia Dufau
   Marketing Support Materials for Quick Start AB70 Grant Activity
   Technology
For the design and development of program marketing support materials for the Automotive area as part of the approved activities of the Quick Start AB70 Automotive grant. For period September 6, 2007 through June 30, 2008. Total cost will exceed $5,000 with funding from the Quick Start AB70 grant.

7. Integrated Design, Inc.
Structural Engineering Services for Gymnasium Building Purchasing
To provide structural engineering services for the seismic upgrade to the gymnasium building. Services shall include all engineering services as well as providing all sub-consultants as necessary for the complete building structural upgrade. The time period will begin upon receipt of notification of funding from the Chancellor’s Office and will continue through the end of the seismic Gymnasium construction period. Total cost to the District will be an amount not to exceed 10% of the construction contract with funds coming from the State and local bonds.

Training
NEW
8. College of the Canyons
CNC Training
CITE/Economic Development
COC will provide one 200 hour CNC set up training course to El Proyecto clients at the COC campus. For period September 6, 2007 through December 30, 2008. These services will be provided at an amount not to exceed $30,000. A contract with El Proyecto del Barrio will provide funds for 100% of this project’s activities with no cost to the District.

9. The Community College Foundation
Youth Development Services (YDS) – Life Skills Training (LST) Foster and Kinship Care Program
To provide two (2) ten (10) session Life Skills Training modules to 16-18 year old foster care youths. For period August 1, 2007 through June 30, 2008. The District will receive $17,200 for conducting the training modules.

10. William Moore, Ph.D.
Faculty Training
Academic Affairs
To provide training for faculty engaged in assessing student intellectual development. For period September 13, 2007 through November 9, 2007. Dr. Moore will receive a fee of $4,000 with funding from the Basic Skills Fund.

Workshop
NEW
Interpersonal Communications Skills
CITE/Economic Development
To provide Stone Etc. Inc. an on-campus 16-hour workshop in interpersonal communications skills to its employees. For period September 6, 2007 through November 9, 2007. The workshop and instructional materials will be provided to the company for a flat fee of $3,200. This is a financially self-supporting program.
Use of Facilities

NEW

12. Sheraton Cerritos
   Math Workshop
   Science, Engineering and Mathematics
   To provide a conference room for a Math workshop titled
   “Exciting Activities for the Elementary Algebra Classroom.” The
   workshop will be held on September 28, 2008. Total cost is not
   to exceed $5,000 with funding from the Gateway Title V Grant.

F. Approved and/or Ratified Resignations Accepted by the
   President/Superintendent, as follows:
   Ouchi, Bryan, Specialist DSPS/Instructor (Disabled Student
   Programs & Services) effective September 6, 2007

   Added by addendum:
   Cagle, Troy, Automotive Maintenance Technician (Technology
   Division) effective August 24, 2007.

G. Approved Employment of Temporary and/or Substitute Hourly
   Faculty Personnel, as needed for 2007-2008 Academic Year, as
   attached.

H. This item was pulled from the agenda.

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

VIII. ADMINISTRATIVE

A. As information, the Board book contained College Coordinating
   Committee Minutes for August 6, 2007.

B. As information, the Board considered the First Reading: First
   Portion of Chapter 3 Board Policies (General Institution). Mr. Epple
   indicated that he requested that a review be conducted to ensure
   that certain language is consistent throughout all the policies and
   procedures.

IX. REPORTS OF BOARD
    MEMBERS AND STAFF

Vela

Dr. Vela distributed a status report on fund seeking efforts for Project
HOPE. She provided a brief update of these efforts and added that staff
is awaiting a decision from the US Department of Education regarding
the newly submitted Title V grant. She stated that she attended a recent
Norwalk Chamber meeting and added that the college was well-received.
She along with Mr. Arthur and Mr. Jackson attended the 50th anniversary
event for the City of Norwalk. She stated that there are many kick-off
events and welcome ceremonies occurring at this time of year and added
that she attended the kick-off event at Norwalk-La Mirada Unified School
District, where Ginger Shattuck, Superintendent, extended appreciation
ward the Board and the college for their support with partnerships. Dr.
Vela acknowledged Dr. Dan Smith and Debbie Jensen for a successful
Fall Athletic Assembly where athletes heard from a number of speakers
regarding services provided at the college, their status as role models
and the primary goal of academic success. She stated that Danita Kurtz
is doing a great job of welcoming and informing international students.
Dr. Vela informed the Board that based on a request that was made in
February, Congresswoman Grace Napolitano has signed on to the
Community College Caucus. Dr. Vela also stated that Congresswoman Napolitano, along with Congresswoman Linda Sánchez and other elected officials, have co-authored a bill titled the “Training for Real-Time Writers Act”, which would create a funding source for the Court Reporting program if passed. She also informed the Board that she has been invited to serve on a task force to develop a strategic plan for the Downey Adult School. Dr. Vela concluded by informing the Board about the upcoming Taste of the Region event on September 13 sponsored by the Cerritos Regional Chamber as well as an event to celebrate the 50th anniversary of football at Cerritos College on September 8.

Ms. Higdon stated that an agenda item to approve the 2007-2008 budget will be presented at the October 3 Board Meeting and that copies of the budget will be made available as soon as possible. She added that she does not expect any surprises in the budget.

Dr. Johnson stated that the welcome activities held by the Associated Students of Cerritos College were very well-attended. He added that Senate Elections will begin soon. He also indicated that the blood drive will take place on September 11 and 12. Dr. Johnson informed the Board that the CalWORKs program has been hosting many workshops to assist students in job placement. Dr. Johnson informed the Board that the Cerritos College website has been updated so that it can be translated in several languages by a real-time translation service provided by Google. Dr. Johnson concluded his report by stating that a bill was passed today that will allow students who receive Pell Grants to receive an increased amount of funds, retroactive to July 1, 2007.

Mr. Farmer stated that he attended a recent Teacher TRAC Faculty meeting and noted that two former students attended the meeting and spoke very highly about their experiences in the program.

Dr. Reece distributed the Agenda for Student Success which was approved by the Faculty Senate on September 4. He indicated that there are many items included on the agenda that are a continuation of last year’s progress.

X. CLOSED SESSION

The Board adjourned to closed session at 6:50 p.m.

XI. RECONVENE

The Board reconvened to open session at 8:19 p.m.

Read Out

Dr. Edmiston reported that in closed session the Board of Trustees took action to approve administration to enter into a contract with Herman Torosian to act as a hearing officer in a classified disciplinary matter. The vote for approval was unanimous.

Read Out

Dr. Hughlett reported that in closed session the Board of Trustees approved the employment of Kim Westby as Acting Dean of Student Support Services on Grade 5, Step 2 of the management salary schedule ($8,716.00 per month) effective September 6, 2007, for a period not to exceed June 30, 2008. The vote for approval was unanimous.

Read Out

Mr. Arthur reported that in closed session the Board of Trustees took action to approve the employment of and contract for Dr. Virginia “Kathy” Townsend as Acting Coordinator of Student Health Services dated September 5, 2007 and to be effective September 6, 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.

XII. ADJOURNMENT
The meeting was adjourned at 8:20 p.m.

XIII. NEXT REGULAR MEETING
The next regular meeting of the Board of Trustees is scheduled for Wednesday, September 19, 2007 at 6:00 p.m.

Tom Jackson, President

Robert Epple, Secretary