CERRITOS COLLEGE
COORDINATING COMMITTEE MINUTES
April 30, 2007

PRESENT:  Dr. Noelia Vela
          Jo Ann Higdon
          Bill Farmer
          Dr. Stephen Johnson
          Dr. Bryan Reece
          MI. Bettino
          Criss Lopez de Gaines
          David Fabish
          Dean Mellas
          Yvette Juarez
          Lynn Laughon
          Kristen Habbestad
          Julie Mun

ABSENT:  Jenine Nolan
          Ed White
          Alex Armendariz
          Steve Richardson

GUEST(s):  Nick Kremer
           Graciela Vasquez
           Holly Bogdanovich
           Stephanie Murguia
           Lola Rizkallah

I.  MEETING CALLED TO ORDER
Dr. Vela called the meeting to order at 1:07PM.

II.  INTRODUCTION OF NEW EMPLOYEES – NONE

III. APPROVAL OF MINUTES – April 23, 2007
Mr. Fabish made a motion to approve the April 23rd minutes; Ms. Juarez seconded the motion. The minutes were approved as presented.

IV. REVIEW BOARD AGENDA – May 2, 2007
Dr. Vela invited the committee members to raise any questions and/or comments regarding the May 2nd Board Agenda. The committee had no questions.

Environmental Scan – A Tool for Strategic Action
A PowerPoint presentation was given by Nick Kremer, Executive Dean of CITE. The presentation will be made during the May 2nd Board meeting to review the results of the environmental scan that was conducted by the Madrid Consulting Group of Bellflower, California. Mr. Kremer discussed key points of the study which included the demographic information of the community that the college serves and a profile of key business factors in the area as well as the labor market. The primary uses and benefits of the scan include the aiding in the recruitment of students, program development, grant writing and to assist the college in better understanding and serving the residential and business communities it serves.

The committee members provided feedback and thanked Mr. Kremer for his presentation and noted that the information obtained from the study will be very beneficial to the college.

Project HOPE Program
A PowerPoint presentation was given by Graciela Vasquez, Title V Project Director. This presentation will also be made during the May 2nd Board meeting to give the Board an
update on the activities, benefits and accomplishments of the program which was created in 2002 with funds obtained from a Title V Developing Hispanic-Serving Institutions Federal grant. The federal grant will expire this year and there is an item under the Consent Agenda for consideration of approval for a short-term contract to provide expanded endowment efforts for this program, to be paid for with remaining funds from the federal grant.

The committee members provided feedback and thanked Ms. Vasquez for her presentation and wished her continued success with the program.

V. ITEMS FROM INSTITUTIONAL COMMITTEES – NONE

VI. ITEMS FROM FACULTY SENATE STANDING COMMITTEES – NONE

VII. STATUS OF SHARED GOVERNANCE

   Board Policy & Procedures Review

Dr. Johnson led the committee members in the review of the remaining policies and procedures from the Student Services chapter of the Board Policy & Procedures. After much discussion the committee provided feedback and made revisions to BP 5700 – Athletics, AP 5700 – Athletics, BP 5205 – Student Insurance, BP 5300 – Student Equity Plan, AP 5300 – Student Equity Plan, AP 5030 – Fees, AP 5530 – Student Rights and Grievances and AP 5550 – Speech: Time, Place, and Manner. These policies and procedures will be included in the last portion of Chapter 5 (Student Services) policies and procedures to be given to the Board on May 2nd.

VIII. PRESIDENT’S REPORT – NONE (due to the constraints on time)

IX. REPORTS FROM COORDINATING COMMITTEE MEMBERS – NONE (due to the constraints on time)

X. ADJOURNMENT

Meeting adjourned at 4:13PM.