I. CALL TO ORDER

The meeting was called to order at 6:32 p.m. by Ms. Marisa Perez, Board President. Those present were Mr. Bob Arthur, Ms. Carmen Avalos, Mr. John Paul Drayer, Dr. Bob Hughlett, Dr. Shin Liu, Ms. Marisa Perez, Dr. Sandra Salazar and Mr. Jason Macias, Student Trustee. Others present were the President/Superintendent, Vice President of Academic Affairs, Vice President of Business Services, Vice President of Student Services, Vice President of Human Resources, Faculty Senate President and a CSEA representative.

II. PLEDGE OF ALLEGIANCE

The flag salute was led by Mr. Drayer.

III. APPROVAL OF MINUTES

A. It was moved by Mr. Arthur and seconded by Dr. Hughlett to approve the minutes of the regular meeting of January 16, 2013. The vote for approval was 6-0-1; Dr. Hughlett abstained (student advisory vote: aye).

B. It was moved by Mr. Drayer and seconded by Mr. Arthur to approve the minutes of the regular meeting of February 6, 2013. The vote for approval was unanimous (student advisory vote: aye).

IV. PUBLIC PRESENTATIONS

There were no public presentations.

V. INSTITUTIONAL PRESENTATIONS

A. Dr. John Nixon, ACCJC Associate Vice President gave a presentation about Accreditation and the roles and responsibilities of trustees. He gave an overview of the purposes, process and Standards for Accreditation. Regional Accreditation provides quality assurance to the public that an institution is achieving its mission, gives credibility to degrees and credentials awarded to students, and stimulates institutional improvement through evaluation, planning and implementation. It is also a requirement for any public institution to receive federal funding. Dr. Nixon provided a summary of the comprehensive review process and described the role and duties of ACCJC commissioners. He stated that it is essential for an institution to conduct ongoing internal quality review and quality improvement processes to determine whether it is achieving its mission. Dr. Nixon shared data about the number of colleges on sanction from January 2009 through January 2014 and noted that the only category with an increase in frequency was deficiencies in the Board.

Dr. Nixon stated that trustees must provide mission-directed leadership and ensure high performance of the Board and the college. The Board establishes the college mission and from that mission, staff develops strategic goals and methods of achieving them. The Board sets policies (the “what”) and delegates responsibility to implement and administer (the “how”) those policies to the CEO without interference and holds him/her accountable for the operation of the college.

Dr. Nixon explained that trustees must act as a whole through coherent action and direction, and not as individuals with separate
interests. Board development programs and new trustee orientations, self-evaluation and assessment processes, and code of ethics are established to ensure a climate of trust and respect. He stated that the only entity with the power to regulate inappropriate trustee conduct is the Board. Dr. Nixon also discussed the importance of a positive partnership between the Board and the President/Superintendent.

The Board thanked Dr. Nixon for his presentation.

VI. CONSENT AGENDA

It was moved by Mr. Arthur and seconded by Dr. Hughlett to approve the consent agenda. Mr. Drayer requested that item G be considered separately. The vote for approval and/or ratification of the following items was unanimous (student advisory vote: aye):

G. It was moved by Mr. Arthur and seconded by Dr. Hughlett to approve item G:

   Budget Extensions and Budget Transfers, as attached.

Mr. Drayer asked for the definitions of budget extensions and budget transfers. Ali Delawalla, Director of Fiscal Services explained that budget extensions are necessary to allocate new revenue to existing budgets. Budget transfers are reappropriations of existing funds from one account to another. The vote for approval was unanimous (student advisory vote: aye).

A. Provide Compensation to Board Member for Absence from a Board Meeting, as attached.

B. New Course Offerings and Modifications to Curriculum, as attached.

C. Economic and Workforce Development Responsive Training Fund Grant, as attached.

D. Faculty Stipends for Workshop Facilitation and Development of Directed Learning Activities, as attached.

E. Faculty Stipends for Center for Teaching Excellence Workshops, as attached.

F. Consideration of Approval of Notice of Completion for Bid #1112-13, Physical Science Swing Space AV/IT, as attached.

G. This item was considered separately.

H. Contracts:

   Services
   NEW
   1. City College of San Francisco
      Responsive Training Fund Green Dealerships Grant
      Center for Advanced Transportation Technology
      To enter into an agreement with City College of San Francisco to fulfill requirements as partner and sub-grantee for the Responsive Training Fund (RTF) Green Dealerships Grant. The District was awarded a grant from the California Community College Chancellor's Office of
Economic & Workforce Development. As sub-grantee, City College of San Francisco will survey dealerships, collect data, enhance and review curriculum, redesign courses, train instructors, and market specified courses offered at Cerritos College. For period November 15, 2012 through January 31, 2014. Total cost not to exceed $185,000.00 with funding to come from the EWD RTF Green Dealerships Grant.

I. Employment of Temporary and/or Substitute Hourly Faculty Personnel, as needed for 2012-2013 Academic Year, as attached.

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

K. Request for Unpaid Leave of Absence, as attached.

VII. ADMINISTRATIVE MATTERS

A. As information, the Board book contained Coordinating Committee Minutes for December 3, 2012 and January 28, 2013.

B. It was moved by Dr. Hughlett and seconded by Mr. Arthur to approve the Quarterly Fiscal Status Report for the Quarter Ending December 31, 2012, as attached. The vote for approval was unanimous (student advisory vote: aye).

C. It was moved by Dr. Hughlett and seconded by Mr. Arthur to approve Community Education Specialist/Kids College Short-Term Hourly Positions, as attached. The vote for approval was unanimous (student advisory vote: aye).

VIII. REPORTS

A. Board of Trustees

Dr. Hughlett stated that he attended the Chinese New Year Celebration on February 16 at the Cerritos Senior Center. Dr. Jim Chang and Cindy Yen Chen, long-time supporters of Cerritos College, were honored at the event.

Dr. Liu stated that she is working with Dr. Johnson, the San Diego State University Confucius Institute and Rio Hondo College to host the International Cultural Event scheduled for Thursday, March 21 at 7:00 p.m. in the Student Center. A group of top-ranked artists from China will be performing and she encouraged everybody to attend.

Ms. Avalos stated that she attended the February 19 Downey Unified School District Board of Education meeting with Mr. Drayer and Assemblymember Cristina Garcia. There was substantive dialogue about state funding for K-12 education, Adult Education and community colleges at the meeting. Ms. Avalos stated that many local areas are holding elections and shared that there is a South Gate City Council Candidate Forum scheduled for Monday, February 25 from 6:30 p.m. to 8:30 p.m. in the South Gate Municipal Auditorium. The forum will be hosted by the League of Womens Voters and Patch.com, and televised by Time Warner.

Dr. Salazar stated that she attended Assemblymember Garcia’s swearing-in celebration on February 9 with Dr. Lacy, Mr. Drayer and Ms. Avalos.
Mr. Arthur stated that he, Dr. Hughlett and Steve Richardson attended the Cerritos Chamber State of the County Luncheon on February 14. Supervisor Don Knabe was a presenter at the event. Mr. Arthur also stated that prior to the luncheon, he was approached by James Watson from Komputers 4 R Kids. Mr. Watson thanked him profusely for receiving surplussed computers from Cerritos College and sent him a thank you letter for the college.

Mr. Drayer proudly displayed his Cerritos College diploma. He stated that he attended the February 19 DUSD Board of Education meeting and that he worked closely with Dr. Wendy Doty, retiring DUSD Superintendent, to realign district voting areas. He noted that Dr. John Garcia, who will begin serving as the DUSD superintendent in April, grew up just four blocks away from him.

B. Faculty and Staff Leadership
Mr. Chester stated that he appreciated Dr. Nixon’s presentation and that he hopes the trustees paid close attention. He asked Dr. Nixon about a trustee’s action to appoint a designee to attend Faculty Senate meetings and they both agreed it was inappropriate. Mr. Chester requested that the Board address this matter as it is responsible for regulating its members.

Mr. Kyllingstad stated that Dr. Nixon’s presentation was very informative.

C. President/Superintendent and Vice Presidents
Dr. Johnson distributed copies of Counseling workshop schedules for spring and summer, which are also posted online.

Dr. Gularte stated that Human Resources is working with college units to align staffing with the Strategic Plan in order to better meet the college’s goals and focus on students and their success. Professional development for employees is a topic for review and several management training sessions have been conducted this semester.

Dr. Schilling stated that she appreciated the opportunity to present information about the Strategic Plan, College Goals and student success to the Board on February 13. She distributed information about the workshop offered by the California Community Colleges’ Success Network (3CSN) and RP Group regarding successful completion agenda programs that is scheduled for Friday, February 22 in LC 155 (Teleconference Center). Dr. Schilling also stated that the college recently hosted a workshop regarding open source materials.

Mr. El Fattal stated that the Board approved a resolution on January 16 to authorize the issuance of a $15 million tax and revenue anticipation note (TRAN). The college will receive this amount on March 1, providing much needed funds to help offset upcoming cash deferrals imposed by the state. Mr. El Fattal briefed the Board on the monthly budget update they received.

Dr. Lacy stated the term “scorecard” will become more common as it refers to the new performance reporting system not previously available in the ARCC. She will be attending the Bellflower State of
the City Address on Thursday, February 21 and will give the welcome at the Black History Program event on Friday, February 22. Dr. Lacy congratulated Cerritos College students Vannaren Long and Amanda Perez for being recognized as members of the 2013 Phi Theta Kappa All-California Academic Team. She also stated that the National League for Nursing Accrediting Commission conducted a site visit last week and the team was very complimentary of the college's nursing program. Dr. Lacy concluded her report by stating that Paul Steenhausen from the Legislative Analyst’s Office will be visiting the college on Wednesday, March 6.

IX. CLOSED SESSION

The Board adjourned to closed session at 9:04 p.m.

X. RECONVENE

The Board reconvened at 9:31 p.m.

Read Out

Dr. Hughlett reported that in closed session the Board of Trustees approved the employment of Thomas H. Gallivan as Captain, Campus Police Services on Grade 28, Step 5 of the Management and Confidential Salary Schedule ($7,579.00 per month), effective February 25, 2013. The vote for approval was unanimous.

Read Out

Mr. Drayer reported that in closed session the Board of Trustees approved an amendment to the contract for employment of Dr. Stephen B. Johnson as Vice President of Student Services/Assistant Superintendent to extend the term of employment from June 30, 2013 to June 30, 2015. The vote for approval was unanimous.

XI. ADJOURNMENT

The Board adjourned at 9:32 p.m.

XII. NEXT REGULAR MEETING

The next regular meeting of the Board of Trustees is scheduled for Wednesday, March 6, 2013 at 6:30 p.m.

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Marisa Perez, Board President

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Dr. Sandra Salazar, Board Secretary