Wednesday, May 21, 2025
Regular Board Meeting

Click "Video" above to watch the live meeting.

Cerritos College Cheryl A. Epple Board Room
11110 Alondra Boulevard, Norwalk, CA 90650
Teleconference Location: 34630 Pacific Coast Highway
Capistrano Beach, CA
92624

7:00 p.m. Call to Order - Open Session

MISSION STATEMENT: Cerritos College values its diverse student population and is committed to providing these students with high quality, comprehensive instructional programs and support services that improve student success and offer clear pathways to achieve personal, educational, and career goals. In doing so, the college develops in students the knowledge, skills, and values that prepare them to be productive participants in the global community.

1. Procedural

Subject	**1.01 Roll Call**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Procedural

Mariana Pacheco, Board President

Dr. Dawn Green, Board Vice President

Zurich Lewis, Board Clerk

James Cody Birkey, Trustee

Dr. Shin Liu, Trustee

Mariana Rios, Trustee

Dr. Sandra Salazar, Trustee

Cathy Le, Student Trustee

Dr. Jose Fierro, President/Superintendent

1. Procedural

Subject	**1.02 Pledge of Allegiance**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Procedural

1. Procedural

Subject	**1.03 Agenda Organization**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Action, Procedural
Recommended Action	The order of business may be changed by consent of the Board of Trustees.

The Board of Trustees will discuss any changes in the order of agenda items. Per Board Policy 2340, the order of business may be changed by consent of the Board of Trustees.

1. Procedural

Subject	**1.04 Comments from the Audience**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Procedural

The Board of Trustees welcomes public comment on issues within the jurisdiction of the college. Public comment request cards must be completed and returned to the secretary prior to the start of the meeting.

Late arrivals will not be permitted to speak. Comments should be limited to five (5) minutes per speaker and twenty (20) minutes per topic if there is more than one speaker.

Note: Members of the board may not discuss or take legal action on matters raised unless the matters are properly noticed for discussion and legal action. Also, be advised that college personnel and processes are available for further communication.

1. Procedural

Subject	**1.05 Reports and Comments from Constituent Groups**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Reports

At this time, a brief report and summary of initiatives will be given by identified constituent group leaders:

- Terrance Mullins, Faculty Senate President
- Dr. Lynn Wang, Cerritos College Faculty Federation (CCFF) President
- Irlanda Lopez, California School Employees Association (CSEA) President

2. Open Session Agenda

Subject	**2.01 Institutional Presentation: Recognition of Outstanding Classified/Confidential Employees of the Month**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Reports

The Outstanding Classified and Confidential Employee Selection Committee named March and April Employees of the Month:

(March) Esthela Chavez, Research Analyst, Institutional Effectiveness, Research, Planning, and Grants
(April) Wendy Thomas, Administrative Assistant Confidential, President's Office

2. Open Session Agenda

Subject	**2.02 Institutional Presentation: Recognition of Stephen Kroll, Part-Time Faculty Member**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Information

The Board of Trustees will recognize Stephen Kroll, Part-Time Faculty Member in the Accounting Department, for his dedicated service to Cerritos College.

2. Open Session Agenda

Subject	**2.03 Institutional Presentation: Recognition of Managers of the Year**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Reports

The Board of Trustees will recognize the following individuals as the 2025 Managers of the Year:

Classified
Laura Estrada, Assistant Director of Admissions and Records

Academic
Dr. Michael Page, Instructional Dean of Science, Engineering, and Mathematics

2. Open Session Agenda

Subject	**2.04 Institutional Presentation: Recognition of Cathy Le, Student Trustee**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Reports

The Board of Trustees will recognize Cathy Le for her service as Student Trustee.

2. Open Session Agenda

Subject	**2.05 Institutional Presentation: Recognition of Retiree**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Information

The Board of Trustees will recognize Cheryl Thury, Administrative Assistant in the President's Office, for her dedicated service to Cerritos College.

2. Open Session Agenda

Subject	**2.06 Institutional Presentation: Inaugural Climate Survey Results**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Information

Dr. Jose Fierro, President/Superintendent, will provide a presentation on the inaugural climate survey results.

File Attachments
Cerritos College 2025 Climate Survey 05-21-25.pdf (3,558 KB)

2. Open Session Agenda

Subject	**2.07 Institutional Presentation: Budget Update**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Information

Dr. Jose Fierro, President/Superintendent and Felipe Lopez, Executive Vice President of Business Services, will provide a budget update.

File Attachments
Budget Update 05212025.pdf (325 KB)

3. Consent Items - Office of Academic Affairs

Subject	**3.01 New Courses and Programs, and Modifications to Existing Courses and Programs**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Action (Consent)
Recommended Action	It is recommended that the Board of Trustees approve new course offerings and modifications to curriculum.
Goals	Lever B: Cerritos College will increase timely student completion rates and reduce excess units upon completion, ensuring students' progress to complete program requirements and achieve their educational goals. Strategy B.1. Align programs of study with the demands of the local economy, so our students are better able to secure high-income careers, leading to upward social and economic mobility.

The Curriculum Committee, a standing committee of the Faculty Senate, reviews and makes recommendations on proposals for adding, expanding, deleting, or modifying programs and courses offered by the College. Curriculum Committee membership consists of a Chairperson; a faculty member from each instructional area; 1 student representative appointed by ASCC; the Vice President, Academic Affairs or designee; 1 Faculty Senate Vice President; and the Matriculation Officer. Consensus is the preferred decision-making process. All faculty members serving on the Curriculum Committee are voting members.

FISCAL IMPACT
No Fiscal Impact

File Attachments
AA Curriculum New Course Offerings May.21.2025.pdf (267 KB)

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Motion & Voting

It is recommended that the Board of Trustees approve Consent Agenda Items 3.01 through 3.10, 4.01 through 4.21, 5.01 through 5.10, and 6.01 [student trustee advisory vote: aye]

Motion by Zurich Lewis, second by James Cody Birkey.
Final Resolution: Motion Carries
Aye: James Cody Birkey, Dawn Green, Zurich Lewis, Mariana Pacheco, Mariana Rios, Sandra Salazar
Absent: Shin Liu

3. Consent Items - Office of Academic Affairs

Subject	**3.02 Acceptance of Closing Local Coverage Gaps Grant**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Action (Consent)
Recommended Action	It is recommended that the Board of Trustees approve the acceptance of the Closing Local Coverage Gaps Grant.
Goals	Lever B: Cerritos College will increase timely student completion rates and reduce excess units upon completion, ensuring students' progress to complete program requirements and achieve their educational goals. Strategy B.2. Reduce the time it takes for our students to complete their educational goals. Lever C: Cerritos College will be innovative in developing career and transfer pathways. We will cultivate partnerships that enable life-changing career opportunities for our students and fuel the local workforce with talent that is prepared to meet the needs of the economy.

Cerritos College, as fiscal sponsor for Talon Marks, has been awarded a grant from Press Forward via The Miami Foundation as part of the Closing Local Coverage Gaps open call in the amount of $50,000 for the term October 1, 2024 to September 30, 2026. The general purpose of the Closing Local Coverage Gaps grants is to support organizations in providing original reporting in underserved communities.

Press Forward, a project of The Miami Foundation, is a national movement to strengthen our democracy by revitalizing local news and information. A coalition of funders is investing more than $500 million to strengthen local newsrooms, close longstanding gaps in journalism coverage, advance public policy that expands access to local news, and scale the infrastructure the sector needs to thrive.

Grant funds will be utilized for general operating support to continue to:

- Address gaps in coverage - produce and deliver news and information to underserved audiences, such as communities of color, linguistically diverse communities, low-wealth rural communities, and others not adequately served, reached, or represented.
- Community-centered - demonstrate a commitment to community listening and audience research, especially those intentionally gathering audience feedback to guide their work.
- Collaboration - maintain strong networks and partnerships with members of their community.
- Sustainability - be intentional about their editorial impact, operational resilience, and/or financial health.
- Leadership - reflect the community served, listen to the community, and have a clear vision for how to effectively serve the local news needs of the community.

FISCAL IMPACT
There is no fiscal impact to the District general fund.

File Attachments
Press Forward Grant Agreement - Talon Marks (FS - Cerritos College) - signed (2).pdf (493 KB)

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Motion & Voting

It is recommended that the Board of Trustees approve Consent Agenda Items 3.01 through 3.10, 4.01 through 4.21, 5.01 through 5.10, and 6.01 [student trustee advisory vote: aye]

Motion by Zurich Lewis, second by James Cody Birkey.
Final Resolution: Motion Carries
Aye: James Cody Birkey, Dawn Green, Zurich Lewis, Mariana Pacheco, Mariana Rios, Sandra Salazar

Absent: Shin Liu

3. Consent Items - Office of Academic Affairs

Subject	**3.03 Faculty Stipends for Ethnic Studies Task Force**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Action (Consent)
Recommended Action	It is recommended that the Board of Trustees approve faculty stipends for a total of $3,000 for participating in the Ethnic Studies Task Force.
Goals	Lever B: Cerritos College will increase timely student completion rates and reduce excess units upon completion, ensuring students' progress to complete program requirements and achieve their educational goals. Strategy B.1. Align programs of study with the demands of the local economy, so our students are better able to secure high-income careers, leading to upward social and economic mobility.

The California Community College's Chancellor's Office awarded one-time funding for the Seamless Transfer of Ethnic Studies – Allocation for Implementation. These funds are to be utilized by the college for the development, professional development, and implementation of ethnic studies areas. The taskforce met on a bi-weekly basis to discuss issues related to and the development of procedures related to Ethnic Studies Departments. Discussions revolve around emerging programs, course curriculum, minimum qualifications, and professional development.

The Ethnic Studies Taskforce recommended stipends of $500 to be paid to members who participated in the efforts towards the continual development of Ethnic Studies Programs at Cerritos College, and a $1,000 stipend for the Ethnic Studies Taskforce facilitator.

Deliverables

1. Consortium Organizing/Coordinating Meetings
    - Supporting the development of all four areas (sharing resources, ideas)
    - Determining outreach efforts
2. Meeting approximately once a month to develop ethnic studies areas.
    - Noting meeting days/times (e.g., today's meeting at 9 AM).
    - Selected focus: program development, outreach, visibility and quality of programs
3. Working with PT and outside faculty to write courses.
4. Entering course information into eLumen.
5. Collaborating with Curriculum to process and approve courses.
6. Correcting any issues related to courses.
7. Senior Preview Day Planning Meetings
8. Senior Preview Day Individual Assignments
    - Creating title, description, and agenda
    - Coordination with Senior Preview Day Planners
    - Communicating with Panelists and Musicians

The Ethnic Studies Taskforce facilitator will provide oversight for participation in the taskforce and send out communication to the taskforce. Additionally, presenting the recommendation to Faculty Senate as well as the Vice President of Academic Affairs, and completing the final report due to the Chancellor's Office by June 30, 2025. Stipends will be paid upon completion of the work.

Faculty	Role	Stipend	Deadline
Chelena Fisher	Facilitator	$1,000	June 30, 2025
Lydia Alvarez	Member	$500	June 30, 2025
Lisa Boutin-Vitela	Member	$500	June 30, 2025
John Macias	Member	$500	June 30, 2025
Natalie Sartin	Member	$500	June 30, 2025

FISCAL IMPACT

$3,000 from the Seamless Transfer of Ethnic Studies Allocation for Implementation Grant will be utilized for this expenditure. No general funds will be used.

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Motion & Voting

It is recommended that the Board of Trustees approve Consent Agenda Items 3.01 through 3.10, 4.01 through 4.21, 5.01 through 5.10, and 6.01 [student trustee advisory vote: aye]

Motion by Zurich Lewis, second by James Cody Birkey.
Final Resolution: Motion Carries
Aye: James Cody Birkey, Dawn Green, Zurich Lewis, Mariana Pacheco, Mariana Rios, Sandra Salazar
Absent: Shin Liu

3. Consent Items - Office of Academic Affairs

Subject	**3.04 Faculty Stipends for Developing Ethnic Studies Course Outlines of Record**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Action (Consent)
Recommended Action	It is recommended that the Board of Trustees approve stipends to part-time faculty for a total of $5,000 for writing Course Outlines of Record (COR) for Ethnic Studies Courses.

The California Community College's Chancellor's Office awarded one-time funding for the Seamless Transfer of Ethnic Studies – Allocation for Implementation. These funds are to be utilized by the college for the development, professional development, and implementation of ethnic studies areas. These studies are interdisciplinary and comparative studies of race and ethnicity with special focus on four historically defined racialized groups: Native Americans, African Americans, Asian Americans & Pacific Islanders, and Latina/o Americans. The development of courses is essential for the evolution and growth of these programs. Currently, faculty members are working on course outlines to support these emerging programs and disciplines. The goal is that some courses will be utilized for the Ethnic Studies IGETC and CSU-GE requirements; while others will provide the depth and breadth needed to support the following Ethnic Studies Programs at Cerritos College: Africana Studies, Asian American Studies, Chicano Studies, and Native American Studies.

The Ethnic Studies Taskforce recommended stipends of $1,000 per course to be paid to part-time faculty who wrote courses that can work towards the Ethnic Studies Program.

Deliverables

1. Part-time faculty will collaborate with Department Chair(s) of Ethnic Studies (i.e. Africana Studies, Asian American Studies, Chicano Studies, and Native American Studies) to understand the need(s) of the specific department for course outlines.
2. Part-time faculty will write course outlines that will then be delivered to the designated Department Chair
3. Department Chairs will then move forward with presenting course outlines to Curriculum Committee

The Ethnic Studies Taskforce facilitator will provide oversight for the completion of all requirements by part-time faculty. This includes coordinating with the ethnic studies department chair(s) and curriculum committees. Stipends will be paid upon completion of the work.

Faculty	Stipend	Course	Deadline
Amiri Mahnzili	$1,000	Africana Studies Course	June 30, 2025
Talawa Adodo	$2,000	Africana Studies Courses (2)	June 30, 2025
Ricardo Munguia	$1,000	History of Chicanos	June 30, 2025
Carolina Romero	$1,000	Intro to Chicano Studies Literature	June 30, 2025

FISCAL IMPACT
$5,000 from the Seamless Transfer of Ethnic Studies Allocation for Implementation Grant will be utilized for this expenditure. No general funds will be used.

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Motion & Voting

It is recommended that the Board of Trustees approve Consent Agenda Items 3.01 through 3.10, 4.01 through 4.21, 5.01 through 5.10, and 6.01 [student trustee advisory vote: aye]

Motion by Zurich Lewis, second by James Cody Birkey.
Final Resolution: Motion Carries
Aye: James Cody Birkey, Dawn Green, Zurich Lewis, Mariana Pacheco, Mariana Rios, Sandra Salazar
Absent: Shin Liu

3. Consent Items - Office of Academic Affairs

Subject	**3.05 Faculty Stipends for a Center for Teaching Excellence Summer Institute Taking Place in Summer 2025**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Action (Consent)
Recommended Action	It is recommended that the Board of Trustees approve stipends for a Center for Teaching Excellence (CTX) Summer Institute taking place in Summer 2025. "Unlock Your Potential: Leading with Authenticity in Education" Summer Institute will be held from May 28-30, 2025.
Goals	Lever D: Cerritos College will commit to making the most effective use of our resources. We will aim for agile, caring practices that foster excellence throughout our operations. All decisions will be made in order to best serve our students. As a result, we will attract, develop, and retain engaged and qualified employees who embody our mission. Strategy D.2. Invest in our employees to facilitate excellence at all levels of service to our students.

"Unlock Your Potential: Leading with Authenticity in Education" Summer Institute is designed to explore how authentic leadership can transform teaching practice and improve student outcomes. Over the course of the workshop, participants will gain insight into navigating the unique dynamics of our school environment, fostering strong relationships with both students and colleagues, and building a collaborative, thriving classroom community. Participants will gain practical strategies to enhance classroom management, boost student engagement, and support their own professional well-being.

The Center for Teaching Excellence supports the Student First Framework.

Institutional Health Lever:

Alignment:

- The Summer Institute emphasizes improving student outcomes through authentic leadership, directly supporting the college's mission to make decisions that best serve students.
- Tools to enhance classroom management, student engagement, and professional well-being will be shared.
- Investment will be made in the growth of faculty, supporting the goal of attracting, developing, and retaining high-quality personnel.
- Adaptability, emotional intelligence, and relationship-building—all essential for cultivating responsive and caring practices within educational settings, will be encouraged.

Career and Transfer Success Lever

Alignment:

- Equipping faculty participants with strategies to improve classroom management, engagement, and relationship-building to improve learning outcomes, will impact students' ability to progress through career and transfer pathways that lead to economic mobility.
- Offering instructors support will improve their ability to mentor and support students.

Completion Lever

Alignment:

- A focus on building authentic relationships can reduce barriers and increase engagement.

- Supplying tools for more engagement and better classroom management will help to redesign the classroom to more effectively support student success through the effective use of resources.

- By supplying tools for a more supportive classroom culture, motivation and moral for both faculty and students will be improved and better sustained.

Equitable Access Lever

Alignment:

- The institute equips educators to lead with authenticity, fostering inclusive, student-centered environments.

- By promoting strong relationships and collaborative communities, the institute empowers faculty to create spaces that are accessible and responsive to diverse student needs.

Deliverables:

1. Participants will engage in three in person seminars designed specifically to develop understanding of authentic leadership (Wednesday, Thursday and Friday)
2. Participants will complete activities and reading related to *The Identity-Conscious Educator: Building Habits and Skills for a More Inclusive School.*
3. Participants will, through facilitated discussion and exploration with guest presenter, Liza A. Talusan, PhD, build knowledge, engage in reflection, and move to action.
4. Through active engagement during the event, facilitators and participants will develop and deliver content, applying leadership and presentation strategies.
5. Participants will make a plan to continue engaging in equity focused professional development
6. Participants will complete surveys on the impact of the event on their teaching

The CTX coordinator will provide oversight for the completion of all requirements by facilitators and participants. This includes coordinating with the facilitators and tracking deliverables.

FISCAL IMPACT

Funds from the Center for Teaching Excellence budget will be utilized for this expenditure of a total amount not to exceed $13,500. Participants will participate in 18 hours of online training. Facilitators will spend 18 hours facilitating the training and an additional 20 hours preparing content; organizing schedules, agendas, and logistics; and hosting the one-on-one meetings. The following participants and facilitators are anticipated to receive stipends:

Faculty Name	Stipend $	Role	Deliverables (in Report Summary)	Deliverable Deadline
Claudia Quilizapa	500	Participant	1-6	Summer 2025
Nellie Hernandez-Garcia	500	Participant	1-6	Summer 2025
Sheila Hill	500	Participant	1-6	Summer 2025
Mark Olague	500	Participant	1-6	Summer 2025
Dionne Gibson	500	Participant	1-6	Summer 2025
Chad Greene	500	Participant	1-6	Summer 2025
Christine Granillo	500	Participant	1-6	Summer 2025
Lisa Boutin Vitela	500	Participant	1-6	Summer 2025
Michelle Kim	500	Participant	1-6	Summer 2025
Charles Osaki	500	Participant	1-6	Summer 2025
Olivia Hinton	500	Participant	1-6	Summer 2025
Teresa I. Hurtado	500	Participant	1-6	Summer 2025
Macleana Samuels	500	Participant	1-6	Summer 2025
Mallory Reeves	500	Participant	1-6	Summer 2025
Veronica Miranda	500	Participant	1-6	Summer 2025
Fabiola Ruiz	500	Participant	1-6	Summer 2025
Anganette Crum	500	Participant	1-6	Summer 2025
Marisol Saucedo	500	Participant	1-6	Summer 2025

Fadi Muheidat	500	Participant	1-6	Summer 2025
Christian Bergado	500	Participant	1-6	Summer 2025
Ernesto Dominguez	500	Participant	1-6	Summer 2025
Lynn Wang	1,500	Facilitator	1-6	Summer 2025
April Bracamontes	1,500	Facilitator	1-6	Summer 2025

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Motion & Voting

It is recommended that the Board of Trustees approve Consent Agenda Items 3.01 through 3.10, 4.01 through 4.21, 5.01 through 5.10, and 6.01 [student trustee advisory vote: aye]

Motion by Zurich Lewis, second by James Cody Birkey.
Final Resolution: Motion Carries
Aye: James Cody Birkey, Dawn Green, Zurich Lewis, Mariana Pacheco, Mariana Rios, Sandra Salazar
Absent: Shin Liu

3. Consent Items - Office of Academic Affairs

Subject	**3.06 Faculty Stipend for National Science Foundation Biotechnology Project - Michelle Stieber**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Action (Consent)
Recommended Action	It is recommended that the Board of Trustees approve payment of a stipend in the amount of $23,877 ($5,255 in taxes and benefits) to faculty member Michelle Stieber (Principal Investigator) for work, which was performed June 1, 2024 through May 31, 2025 to support a federally funded National Science Foundation (NSF) Biotechnology Program.
Goals	Lever B: Cerritos College will increase timely student completion rates and reduce excess units upon completion, ensuring students' progress to complete program requirements and achieve their educational goals. Strategy B.1. Align programs of study with the demands of the local economy, so our students are better able to secure high-income careers, leading to upward social and economic mobility.

The Year 3 goal of the NSF project was to grow the program by increasing enrollment for the first biotechnology course (BTEC120) and offering the Biomanufacturing course (BTEC150). A total of 31 students will have completed BTEC120 and a total of 15 students will have completed BTEC150. Additionally, our first set of students (total of 5) will be awarded a Certificate of Achievement in Biotechnology (Level 1: Wet-Lab Skills). Students in BTEC120 were able to visit Takeda Pharmaceuticals and meet with Patrick Gavit, former Head of Manufacturing Sciences. In the Spring 2025 semester they toured Dendreon in Seal Beach. The Hands-On Biotech workshop series continued to run in the fall semester. In the spring, biotechnology students attended a resume building workshop with a counselor and will receive feedback from Willie Zuniga, former president of Grifols Biologicals. A bioreactor was purchased and will be incorporated in the BTEC150 curriculum. Cerritos College students participated in skill-building and career readiness workshops, tours with industry professionals, and microcredential testing.

The following tasks were accomplished during the 2024-2025 academic year by biology faculty member Michelle Stieber:

FALL 2024 Completed Tasks

- Workshops/Meetings Hosted or Coordinated
  - Developed and implemented the Hands-On Biotech workshops for students to learn and practice different lab skills.
    - Biotech Program Information (Students learned about the certificates and AS degree in biotechnology offered by the campus)
    - Micropipetting (Students learned to transfer small volumes of liquids using micropipettes)
    - Polymerase chain reaction (Students amplified DNA by performing a polymerase chain reaction)
    - Agarose gel electrophoresis (Students used gel electrophoresis to view the DNA from the polymerase chain reaction)
    - Aseptic technique & Microbial Growth (Students practiced how to perform proper lab bench aseptic technique and performed inoculations of different bacterial cultures)
    - Results, Practice and Lunch (Students reviewed the skills they learned and looked at the results from the microbial growth workshop)
    - Microcredential Testing (Students were tested through the Biosciences Core Skills Institute for skills in Lab Bench Aseptic Technique and Small Volume Metrology)
  - Organized and recruited biotech speakers to give a seminar about their company and coordinate field trips. We continue to invite different industry partners to come speak to our students.
    - November 12th Patrick Gavit, former Head of Manufacturing Sciences, Takeda, gave a seminar and enjoyed lunch with the BTEC class.

- Professional Development/Networking
  - Attended or reviewed California Community Colleges Life Sciences Initiative Biotechnology meetings.
  - Continued equipment research and acquisition through donations or other funding – acquired a bioreactor.
  - Visited and networked with biotech companies (Dendreon).
  - Attended NSF ATE (Washington, DC) conference to connect with more faculty and industry representatives from around the country.

- Program Development/Promotion
    - Promoted our program to the student population by participating in "Welcome Day."
    - Met with CIS faculty to discuss the possibility of a bioinformatics certificate.
    - Continued meeting with our program evaluator, Megan Mullins.
- Mentoring/Supervising
    - Met with Biotechnology Ambassadors about 3-4 times per month to organize the biotech lab, prepare materials, or maintain equipment.

SPRING 2025 Tasks

- Workshops/Seminars Hosted or Coordinated
    - "Hands-on" workshop for counseling faculty to experience BTEC courses and advise students.
    - Coordinated a Resume Workshop with our counseling faculty for BTEC students.
    - Coordinated meeting with Willie Zuniga for BTEC students to get resume feedback.

- Professional Development/Networking
    - Held a Joint-advisory meeting with our colleague, Katherine Marsh, from Compton College (March 2025).
    - Attended professional development workshops and training to enhance our knowledge of current techniques and practices in biotechnology, as well as learn about the Biotechnology Aptitude & Competence Exam (BACE) and BioTC credentialing exams.
    - Acquired an Oxford Nanopore Sequencer through Cold Spring Harbor DNA Learning Center after attending a summer workshop.
- Program Development/Promotion
    - Recruited faculty to teach BTEC180 and assisted new instructor with BTEC150 implementation.
    - Met with local high school instructors for possible dual enrollment partnerships.
    - Recruited new biotech student ambassadors.
    - Visited BIOL120 classes to promote the program.
- Mentoring/Supervising
    - Met with Biotechnology Ambassadors about 3-4 times per month to organize the biotech lab, prepare materials, maintain equipment, and attend "Senior Preview Day."

FISCAL IMPACT

$23,877 from National Science Foundation federal grant funds will be utilized for this expenditure. No impact to general fund.

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Motion & Voting

It is recommended that the Board of Trustees approve Consent Agenda Items 3.01 through 3.10, 4.01 through 4.21, 5.01 through 5.10, and 6.01 [student trustee advisory vote: aye]

Motion by Zurich Lewis, second by James Cody Birkey.
Final Resolution: Motion Carries
Aye: James Cody Birkey, Dawn Green, Zurich Lewis, Mariana Pacheco, Mariana Rios, Sandra Salazar
Absent: Shin Liu

3. Consent Items - Office of Academic Affairs

Subject	**3.07 Faculty Stipends for the SEM Flex Lab**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Action (Consent)
Recommended Action	It is recommended that the Board of Trustees approve faculty stipends for participating in the SEM Flex Lab.
Goals	Lever D: Cerritos College will commit to making the most effective use of our resources. We will aim for agile, caring practices that foster excellence throughout our operations. All decisions will be made in order to best serve our students. As a result, we will attract, develop, and retain engaged and qualified employees who embody our mission. Strategy D.2. Invest in our employees to facilitate excellence at all levels of service to our students.

On April 22, the SEM Division organized the first SEM Flex Lab: Where Collaboration Meets Innovation- a professional development day created by SEM faculty for SEM Faculty.

Full-time and Part-time faculty, Academic Counselors, Staff and Managers all representing the work done through SEM, organized to build strategies toward student success in the Sciences and Math. With 48 participants focused on changing students' lives through education, "Think Tank" hubs collaborated around the following themes:

From Numbers to Impact: Using Data to Transform Education
Science & Math Phobia: Tools to Build Confidence
The Magic Formula: Classroom Engagement Strategies that Work
Co-Creating the Ultimate SEM Study Skills Course
The Involvement Equation: Strategies for Student Connections to Campus
The How To's with Carmen & Cynthia
Beyond Formulas: Culturally Responsive Strategies for SEM Success
Bridging SEM & Support with Counselors
Environmental Sustainability in Any SEM Course: Plant Sanctuary Tour
The Dream Factory: Co-Creating Campus Wide Innovations

Participants were offered the choice of Flex Credit or a stipend. Below is a list of names requesting a stipend for their participation in the SEM Flex Lab.

Name	Stipend Amount	Role
Rocio Aguilar Bastida	$200	Think Tank Leader
Aemiro Beyene	$200	Think Tank Leader
Daniela Cortez	$200	Think Tank Leader
Nicole Iwaz	$200	Think Tank Leader
Anna Valcarcel	$200	Think Tank Leader
Dara Worrel	$200	Think Tank Leader
Cynthia Diaz	$200	Think Tank Leader
Carmen Lizarraga	$200	Think Tank Leader
Noemi Rodriguez	$200	Think Tank Leader
Chelena Fisher	$200	Think Tank Leader
Berenice Manzo	$200	Think Tank Leader
Vanessa Salas	$200	Think Tank Leader

Name	Stipend Amount	Role
James Byun	$100	Full-time Faculty Participant
Kevin Chen	$100	Full-time Faculty Participant
Manuel Lopez	$100	Full-time Faculty Participant
Carlos Mera	$100	Full-time Faculty Participant
Ilva Mariani	$100	Full-time Faculty Participant

Manny Morales	$100	Full-time Faculty Participant
Jesus Reyes	$100	Full-time Faculty Participant

Name	Stipend Amount	Role
Olivia Hinton	$200	Part-time Faculty Participant
Delara Daryaei	$200	Part-time Faculty Participant
Johnny Johnson	$200	Part-time Faculty Participant
Peggy Smith	$200	Part-time Faculty Participant
Lisa Perez	$200	Part-time Faculty Participant
Luis Perez	$200	Part-time Faculty Participant

Faculty facilitator Crystal LoVetere, as part of the SEM LCP general faculty representative, provided oversight for the completion of all requirements by participants. This included coordinating with the facilitators and tracking participation.

FISCAL IMPACT

$4,300 from the Student Equity Achievement Program (SEAP) will be utilized for this expenditure. No impact to the general fund.

File Attachments
SEM Flex Lab _ Where Collaboration Meets Innovation! - Google Docs.pdf (86 KB)

All items may be approved by adoption of the Consent Calendar, individually and collectively by one (1) motion. There will be no separate discussion of these items unless Members of the Board of Trustees, the public, or staff request that specific items be removed from the Consent Calendar for separate discussion and action.

Motion & Voting

It is recommended that the Board of Trustees approve Consent Agenda Items 3.01 through 3.10, 4.01 through 4.21, 5.01 through 5.10, and 6.01 [student trustee advisory vote: aye]

Motion by Zurich Lewis, second by James Cody Birkey.
Final Resolution: Motion Carries
Aye: James Cody Birkey, Dawn Green, Zurich Lewis, Mariana Pacheco, Mariana Rios, Sandra Salazar
Absent: Shin Liu

3. Consent Items - Office of Academic Affairs

Subject	**3.08 Faculty Stipend for National Science Foundation Biotechnology Project - Santos Rojas**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Action (Consent)
Recommended Action	It is recommended that the Board of Trustees approve payment of a stipend in the amount of $23,195 ($5,105 in taxes and benefits) to faculty member Santos Rojas (Principal Investigator) for work, which was performed June 1, 2024 through May 31, 2025 to support a federally funded National Science Foundation (NSF) Biotechnology Program.
Goals	Lever B: Cerritos College will increase timely student completion rates and reduce excess units upon completion, ensuring students' progress to complete program requirements and achieve their educational goals. Strategy B.1. Align programs of study with the demands of the local economy, so our students are better able to secure high-income careers, leading to upward social and economic mobility.

The Year 3 goal of the NSF project was to grow the program by increasing enrollment for the first biotechnology course (BTEC120) and offering the Biomanufacturing course (BTEC150). A total of 31 students will have completed BTEC120 and a total of 15 students will have completed BTEC150. Additionally, our first set of students (total of 5) will be awarded a Certificate of Achievement in Biotechnology (Level 1: Wet-Lab Skills). Students in BTEC120 were able to visit Takeda Pharmaceuticals and meet with Patrick Gavit, former Head of Manufacturing Sciences. In the Spring 2025 semester they toured Dendreon in Seal Beach. The Hands-On Biotech workshop series continued to run in the fall semester. In the spring, biotechnology students attended a resume building workshop with a counselor and will receive feedback from Willie Zuniga, former president of Grifols Biologicals. A bioreactor was purchased and will be incorporated in the BTEC150 curriculum. Cerritos College students participated in skill-building and career readiness workshops, tours with industry professionals, and microcredential testing.

The following tasks were accomplished during the 2024-2025 academic year by biology faculty member Santos Rojas:

FALL 2024 Completed Tasks

- The BTEC120 students visited Takeda Pharmaceuticals in Los Angeles. Patrick Gavit, Head of Manufacturing Sciences, took the students to visit the Quality Control laboratories and the manufacturing floor.
- Developed and implemented the Hands-On Biotech workshops for students to learn and practice different lab skills.
    - Small Volume Metrology (Students used different types of pipets to transfer liquids)
    - Aseptic technique (Students practiced how to perform proper lab bench aseptic technique)
    - Microbial growth (Students performed inoculations of different bacterial cultures)
    - Polymerase chain reaction (Students amplified DNA by performing a polymerase chain reaction)
    - Agarose gel electrophoresis (Students used gel electrophoresis to view the DNA from the polymerase chain reaction)
- Attended various California Community Colleges Life Sciences Initiative Biotechnology meetings
- Host Patrick Gavit, former Head of Manufacturing Sciences of Takeda, spoke and enjoyed lunch with our BTEC classes.
- Continued monthly meetings with our evaluator, Megan Mullins.
- Attended the NSF ATE Principal Investigator's Conference in Washington, DC.
- Attended a session on biomanufacturing
- Toured Genomic Testing Cooperative and discussed future collaborations.

SPRING 2025 Tasks

- Modifying and updating labs and materials for the BTEC120 course.
- Implemented and developed the Hands-On Biotech workshop series for the Spring semester.
- Planned a site visit to Dendreon in Seal Beach for the BTEC students.

- Developed a hands-on workshop facilitated by biotechnology faculty and ambassadors to help counseling faculty understand BTEC offerings.
- Continued meeting with our program evaluator, Megan Mullins.
- Attended Biotechnology Aptitude & Competence Exam (BACE) virtual training sessions to learn about competency areas and learned best practices to prepare students for the exam.

FISCAL IMPACT

$23,195 from National Science Foundation federal grant funds will be utilized for this expenditure. No impact to general fund.

All items may be approved by adoption of the Consent Calendar, individually and collectively by one (1) motion. There will be no separate discussion of these items unless Members of the Board of Trustees, the public, or staff request that specific items be removed from the Consent Calendar for separate discussion and action.

Motion & Voting

It is recommended that the Board of Trustees approve Consent Agenda Items 3.01 through 3.10, 4.01 through 4.21, 5.01 through 5.10, and 6.01 [student trustee advisory vote: aye]

Motion by Zurich Lewis, second by James Cody Birkey.
Final Resolution: Motion Carries
Aye: James Cody Birkey, Dawn Green, Zurich Lewis, Mariana Pacheco, Mariana Rios, Sandra Salazar
Absent: Shin Liu

3. Consent Items - Office of Academic Affairs

Subject	**3.09 Faculty Stipends for Nursing Faculty Professional Development, Concept Based Curriculum Development, and Student Success and Retention Case Management Measures**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Action (Consent)
Recommended Action	It is recommended that the Board of Trustees approve payment of stipends in the total amount of $67,500 to nursing faculty members for work that was performed between January 2025 – April 2025 for professional development training, major curriculum revision/development, and student success and retention case management measures.
Goals	Lever B: Cerritos College will increase timely student completion rates and reduce excess units upon completion, ensuring students' progress to complete program requirements and achieve their educational goals. Strategy B.1. Align programs of study with the demands of the local economy, so our students are better able to secure high-income careers, leading to upward social and economic mobility. Strategy B.2. Reduce the time it takes for our students to complete their educational goals.

During the Spring 2025 term, nursing faculty have dedicated extensive time above and beyond their contractual teaching loads to lead the development and implementation of the second-year new nursing courses, under the new model of Concept-Based Curriculum (CBC) and the Clinical Judgment Model, fully aligning with modern nursing education best practices and the updated NCLEX test plan.

Curriculum Development – Built from the Ground Up
Faculty members meticulously designed and developed five major new courses: ADN200B, ADN225, ADN230, ADN200B, ADN200C, ADN235, ADN240 AND ADN245. These were not revisions of existing material but rather complete constructions from scratch, reflecting a transformational shift in pedagogy. The work included:

- Designing comprehensive Course Outlines aligned with state board requirements and national nursing standards.
- Mapping Course Student Learning Outcomes (CSLOs) to program outcomes, accreditation standards, and NCLEX categories.
- Creating detailed weekly lesson plans with corresponding interactive learning activities that emphasize concept integration, application, and critical thinking.
- Developing clinical activities that reflect the core tenets of the concept-based model and emphasize transfer of knowledge across systems and situations.
- Constructing both course and clinical schedules to align seamlessly with course outcomes and student developmental milestones.
- Designing customized evaluation tools and grading rubrics to support formative and summative assessment strategies.
- Authoring high-quality clinical vignettes and case studies to be used in both classroom and simulation learning environments.
- Creating simulation scenarios that reflect realistic patient care situations across the lifespan—including the strategic integration of pediatric content throughout the second-year curriculum.
- Collaborating with new clinical partners and pediatric clinical sites to ensure objectives align with course content and simulation practices.
- Building full exams in ExamSoft utilizing alternate item formats (e.g., SATA, hotspot, drag-and-drop) to mirror the Next Gen NCLEX blueprint.
- Constructing new lecture and clinical assessment tools, including forms for student evaluation, competency tracking, and clinical documentation.
- Holding regular team curriculum design meetings to streamline content delivery, ensure consistency across sections, and align pedagogy with national initiatives.
- Developing detailed skills checklists and procedural competencies based on evidence-based practice and clinical judgment cues.

This work was not only comprehensive, but also pedagogically innovative, grounded in current evidence about best practices in nursing education and clinical reasoning development.

Faculty-Driven Student Success and Retention Efforts

Beyond course construction, the faculty team has also served as Student Success and Retention Liaisons, playing a critical leadership role in shaping student support infrastructure. This included:

- Organizing and onboarding 20 Embedded Tutors (ETs), assigning them across courses to ensure targeted peer support.
- Coordinating the integration of ETs into every course, ensuring a consistent support presence across the curriculum.
- Leading structured trainings on tutoring best practices, communication with faculty, and facilitating academic success in concept-based learning environments.
- Mentoring and coaching ETs throughout the semester, holding three structured meetings per term to maintain alignment, address challenges, and evolve strategies.
- Working collaboratively with ETs to develop and implement simulation learning days, actively involving them in scenario planning, student engagement strategies, and debriefing methods.
- Troubleshooting student issues and acting as a communication bridge between ETs, faculty, and students to enhance access, support, and retention.
- Supporting at-risk students with early interventions, offering guidance in test preparation, remediation, and concept mastery.
- Enhancing simulation integration by aligning embedded tutor efforts with in-lab support and patient care scenario walkthroughs.

Faculty Compensation and Stipends

Stipends were calculated based on the number of new courses developed, the complexity and scope of work, and the time commitment involved. Faculty logged significant hours in instructional design, collaboration, training facilitation, curriculum alignment, and student support infrastructure development—efforts essential to the program's growth and the success of its learners.

Faculty	**Courses / Roles**	**Meeting Dates for Curriculum Development**	**Total Hours**	**Pay**
Rachel Natividad	Curriculum Champion	1/27/25; 1/30/25; 2/3/25; 2/6/25; 2/24/25; 2/27/25; 3/3/25; 3/6/25; 3/13/25	25 hours	$10,750
	ADN225	1/2/25;1/10/25;1/24/25; 2/13/25;2/20/25; 2/27/25; 3/6/25	54 hours	
	ADN230	1/2/25,1/10/25, 1/24/25, 2/13/25,2/20/25, 2/27,25, 3/6/25, 4/2/25, 4/18/25	44 hours	
	CJM Modules	2/6/25, 2/13/25, 2/27/25, 3/6/25, 3/25/25, 3/27/25, 4/10/25 + Delivered Workshops	36 hours	
	ADN245	2/6/25, 2/13/25, 2/27/25, 3/6/25, 3/25/25, 3/27/25, 4/10/25	140 hours	
Nadine Brown Farr	ADN225	1/27/25; 1/30/25;2/3/25; 2/6/25; 2/24/25; 2/27/25; 3/3/25; 3/6/25; 3/13/25	114 hours	$7,000
Keri Gonzalez	ADN235	1/27/25;1/30/25; 2/3/25; 2/6/25; 2/24/25; 2/27/25; 3/3/25; 3/6/25; 3/16/25	120 hours	$8,000
	ADN200C	1/20/25;1/10/25;1/24/25; 2/13/25;2/20/25; 2/27/25; 3/6/25	100 hours	
Jim Robbins	ADN230	1/2/25,1/10/25, 1/24/25, 2/13/25,2/20/25, 2/27,25, 3/6/25, 4/2/25, 418/25	136 hours	$11,250
	ADN200C	1/2/25,1/10/25,1/24/25, 2/13/25,2/20/25,2/27,2/25,3/6/25,3/14/25, 3/21/25, 4/10/25, 4/17/25	28 hours	
	ADN240	1/20/25;1/10/25;1/24/25; 2/13/25;2/20/25;2/27/25;3/6/25; 3/14/25, 3/21/25, 4/10/25, 4/17/25, 4/21/25	140 hours	

Marie Salazar	ADN230	1/2/25;1/10/25;1/24/25; 2/13/25;2/20/25; 2/27/25; 3/6/25	136 hours	$10,250
	ADN200C	1/20/25;1/10/25;1/24/25; 2/13/25;2/20/25; 2/27/25; 3/6/25	140 hours	
Lizette Veloz Rendon	CJM Modules/Workshops	1/20/25;1/27/25; 2/3/25; 2/7/25; 2/28/25; 3/7/25	40 hours	$5,000
	ET Liaison	Delivered Workshops ET Meetings/Coordination	45 hours	
Rachel Hiveley	ET Liaison	ET Meetings/Coordination	45 hours	$5,000
	SIMulationScenarios CBC		45 hours	
Kelli Brooks	ADN230	1/2/25;1/10/25;1/24/25; 2/13/25;2/20/25; 2/27/25; 3/6/25	45 hours	$5,000
	ADN245	2/6/25, 2/13/25, 2/27/25, 3/6/25, 3/25/25, 3/27/25, 4/10/25	45 hours	
Melodie Cooke	ADN200B	1/2/25;1/10/25;1/24/25; 2/13/25;2/20/25;2/27/25 3/6/25	28 hours	$5,250
	ADN245	2/6/25, 2/13/25, 2/27/25, 3/6/25, 3/25/25, 3/27/25, 4/10/25	130 hours	

$67,500

FISCAL IMPACT
$67,500 from Nursing Song Brown Grant funding will be used. No general funds will be used. Stipends are paid after work is completed.

All items may be approved by adoption of the Consent Calendar, individually and collectively by one (1) motion. There will be no separate discussion of these items unless Members of the Board of Trustees, the public, or staff request that specific items be removed from the Consent Calendar for separate discussion and action.

Motion & Voting

It is recommended that the Board of Trustees approve Consent Agenda Items 3.01 through 3.10, 4.01 through 4.21, 5.01 through 5.10, and 6.01 [student trustee advisory vote: aye]

Motion by Zurich Lewis, second by James Cody Birkey.
Final Resolution: Motion Carries
Aye: James Cody Birkey, Dawn Green, Zurich Lewis, Mariana Pacheco, Mariana Rios, Sandra Salazar
Absent: Shin Liu

3. Consent Items - Office of Academic Affairs

Subject	**3.10 Revisions to Child Development Center Family Handbook**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Action (Consent)
Recommended Action	It is recommended that the Board of Trustees approve revisions to the Child Development Center's Family Handbook

The Cerritos College Child Development Center (CDC) utilizes a Family Handbook to outline essential policies and procedures for enrolled families, providers, and the public. This handbook is a critical compliance document, required by the California Department of Social Services (CDSS) and the California Department of Education (CDE), the two agencies that provide contract funding for our General Child Care and Development and California State Preschool Programs.

Revisions have been made to the Family Handbook by the CDC administrative staff to ensure it aligns with current requirements and best practices. These revisions are now presented for board approval to maintain full compliance. The following sections have been updated: welcome letter, appeal procedures, program quality standards, handling of confidential information, family communications, health policy, and termination policy.

FISCAL IMPACT
No Fiscal Impact.

File Attachments
Revised 24-25 Family Handbook.pdf (1,335 KB)

All items may be approved by adoption of the Consent Calendar, individually and collectively by one (1) motion. There will be no separate discussion of these items unless Members of the Board of Trustees, the public, or staff request that specific items be removed from the Consent Calendar for separate discussion and action.

Motion & Voting

It is recommended that the Board of Trustees approve Consent Agenda Items 3.01 through 3.10, 4.01 through 4.21, 5.01 through 5.10, and 6.01 [student trustee advisory vote: aye]

Motion by Zurich Lewis, second by James Cody Birkey.
Final Resolution: Motion Carries
Aye: James Cody Birkey, Dawn Green, Zurich Lewis, Mariana Pacheco, Mariana Rios, Sandra Salazar
Absent: Shin Liu

4. Consent Items - Office of Business Services

Subject	**4.01 Purchase Materials through Other Public Agency Contracts**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Action (Consent)
Recommended Action	It is recommended that the Board of Trustees consider and approve the motion that that the college may make procurements by means of existing public agency contracts pursuant to California Public Contract Code (PCC) Section 10295 et seq, PCC Section 20650 et seq., and Education Code (EC) 81646, and authorize Cerritos College to make such procurements, inclusive of labor (incidental or as otherwise approved pursuant to PCC or EC), as-needed, which is in Cerritos College's best interests, for fiscal year 2025-2026.

California Public Contract Code Section 20652 authorizes the Board of Trustees, without advertising for bids, to contract for the lease or purchase of materials, supplies, equipment, automobiles, tractors and other personal property for Cerritos College through contract let by other public agencies (commonly referred to as "piggy-backing" contracts). Los Angeles County Office of Education (LACOE) requires the Board of Trustees to take specific action to determine that it is in the best interest for Cerritos College to utilize an existing bid or contract to make procurements pursuant to Section 20652, rather than receiving bids on its own behalf.

Public Contract Code Section 20653 also allows the purchase of materials, equipment, or supplies through the Department of General Services pursuant to Section 14814 of the Government Code.

Additionally, the passage of Assembly Bill No. 653 added Section 81646 to the Education Code and added Section 20653.5 to the Public Contract Code relating to postsecondary education (i.e., higher education) contracting practices. Specifically, AB 653 clarified that existing Education Code and Public Contract Code provisions do not preclude the governing board of a community college district from purchasing materials, equipment, supplies, or services under the same conditions as those specified in a contract lawfully awarded by the University of California (UC) or the California State University (CSU). As a result, AB 653 created efficiencies by making it easier for community college districts, the UC, and the CSU to share contracts with each other for the purpose of achieving added price savings through volume discounting.

An example of an existing public agency contract that Cerritos College utilizes for procurements is the CollegeBuys program offered by the Foundation for California Community Colleges (FCCC). Through the CollegeBuys institutional purchasing program, Cerritos College saves on a wide range of products and services – from software technology to high quality office and classroom furniture.

In May 2021, Title 5, Section 59131 of the California Code of Regulations was recently passed that provides greater clarity on the role of the State Chancellor's Office and CollegeBuys to secure contracts on behalf of the California community college system, and that it satisfies the regulatory requirements of Public Contract Code 20661. Some added clarification includes, but is not limited to: CollegeBuys may award cooperative purchasing contracts to sole or multiple providers, may contract for goods and services on behalf of the California community college system, and may award contracts for up to 10-year terms, consistent with the CSU and UC contracting terms.

Other examples of piggy-back contracts include, but are not limited to, California Multiple Awards Schedule (CMAS), Los Angeles County Office of Education (LACOE), and Western States Contracting Alliance (WSCA) contracts.

This action authorizes the college to make procurements using existing public agency contracts as the need arises, which is in the best interest of Cerritos College pursuant to California Public Contract Code (PCC) Section 10295 et seq, PCC Section 20650 et seq., and Education Code 81646. Piggy-back procurements will be ratified by the Board of Trustees no less than within 60 days or as required by law.

Time Period: The time period will be from July 1, 2025 through June 30, 2026.

FISCAL IMPACT
There is no financial impact to the District.

All items may be approved by adoption of the Consent Calendar, individually and collectively by one (1) motion. There will be no separate discussion of these items unless Members of the Board of Trustees, the public, or staff request that specific items be removed from the Consent Calendar for separate discussion and action.

Motion & Voting

It is recommended that the Board of Trustees approve Consent Agenda Items 3.01 through 3.10, 4.01 through 4.21, 5.01 through 5.10, and 6.01 [student trustee advisory vote: aye]

Motion by Zurich Lewis, second by James Cody Birkey.
Final Resolution: Motion Carries
Aye: James Cody Birkey, Dawn Green, Zurich Lewis, Mariana Pacheco, Mariana Rios, Sandra Salazar
Absent: Shin Liu

4. Consent Items - Office of Business Services

Subject	**4.02 Ratification of Change Order No. 1 [Owner Request], (Contract No. PW2300000025), W.D. Gott Construction CO., Health Science Renovation**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Action (Consent)
Recommended Action	It is recommended that the Board of Trustees ratify Change Order No. 1 [Owner Request] in the amount of $54,110.46 for the Health Science Renovation.

On September 14, 2022, the Board awarded a contract to W.D. Gott Construction CO., of Upland, California for the Health Science Renovation. The project was bid using a multi-prime project delivery method whereby Cerritos College bid twenty (20) categories for various elements of the project work. Category 20 represents General Package element of work. Public Contract Code, Section 20659 requires Board approval for a change order to a public works bid.

The total amount for the attached items in Change Order No. 1 is for $54,110.46. The original contract amount approved by the Board was $2,047,000. Therefore, Change Order No. 1 is in compliance with Public Contract Code Section 20659. Change Order No. 1 is due to owner request changes. Work involves additional labor and material to install a new Utility Yard Fence Enclosure at the north elevation of the Health Science Renovation project. It was determined that new chilled water pumps would be required to provide adequate pressure to the HVAC system for the Health Science building. Installation of the pumps, including a new service pad, electrical provisions and fence enclosure will provide a properly functioning HVAC system and a secure the utility yard at the north elevation of the Health Science Building. Change Order No. 1 has been reviewed by Tilden-Coil Constructors (Construction Management); and, the Executive Vice President of Business Services. Please refer to the attachment for the items, details, and approvals of Change Order No. 1.

	Change Order	Date	Amount	Percentage of Change
Pending	1	May 1, 2025	$54,110.46	2.64%

Change Order types – Below is an explanation of change order types.

- Owner Added Scope – Any time the owner adds scope for various reasons. They are typically value driven.
- Agency Driven Changes – Required by Division of State Architect (DSA), municipalities, Inspector of Record (IOR), etc. and must be done for sign off.
- Unforeseen Conditions – Subsurface or existing building conditions that were unknown/uncertain during the design and not included in the documents/bid for whatever reason and now required.
- Errors – Errors in the documents by the architect or consultants.
- Omissions – Scope not included in the original documents/bid for whatever reason and now required.
- Deductive Credit – Monies are credited to the District due to project cost savings, a decrease in scope, or various reasons.

FISCAL IMPACT
The amount from Change Order No. 1 will be $54,110.46, increasing the contract amount to $2,101,110.46. Funding will be allocated from the GO Bond.

File Attachments
Change Order #01-WD Gott-HSR.pdf (105 KB)

All items may be approved by adoption of the Consent Calendar, individually and collectively by one (1) motion. There will be no separate discussion of these items unless Members of the Board of Trustees, the public, or staff request that specific items be removed from the Consent Calendar for separate discussion and action.

Motion & Voting

It is recommended that the Board of Trustees approve Consent Agenda Items 3.01 through 3.10, 4.01 through 4.21, 5.01 through 5.10, and 6.01 [student trustee advisory vote: aye]

Motion by Zurich Lewis, second by James Cody Birkey.

Final Resolution: Motion Carries
Aye: James Cody Birkey, Dawn Green, Zurich Lewis, Mariana Pacheco, Mariana Rios, Sandra Salazar
Absent: Shin Liu

4. Consent Items - Office of Business Services

Subject	**4.03 Resolution No. 25-0521B, Approving Delegation of Authority Regarding Approval of Subcontractor Substitutions and Potential Hearings on Substitution of Subcontractors**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Action (Consent)
Recommended Action	It is recommended that the Board of Trustees approve Resolution No. 25-0521B, Approving Delegation of Authority Regarding Approval of Subcontractor Substitutions and Potential Hearings on Substitution of Subcontractors.

California Public Contract Code Section 4100 et seq., referred to as the "Subletting and Subcontracting Fair Practices Act", requires bidders for public works construction projects, at the time bids are submitted, to designate all of the subcontractors performing in excess of one half of one percent of the total bid that such bidder intends to utilize for the project. After the bids are submitted, a bidder can only substitute a designated subcontractor for specific reasons which are set forth in Public Contract Code Section 4107. Public Contract Code Section 4107 further provides that if a successful bidder desires to substitute one of its designated subcontractors after the bids are submitted, the designated subcontractor is entitled to a hearing by the public entity on the issue of the substitution request.

California Public Contract Code Section 4110 provides that a prime contractor's violation of the provisions of Section 4100 et seq. constitutes a violation of the prime contractor's contract with the public entity, and that such a violation may result in cancellation of the contract or assessment of a penalty in an amount of not more than 10 percent of the amount of the subcontract involved. Public Contract Code Section 4110 further provides that in any proceedings under Public Contract Code Section 4110, the prime contractor and/or subcontractor shall be entitled to a public hearing.

In order to expedite a hearing, pursuant to Education Code section 81655, the Board of Trustees may delegate to its Superintendent/President, or his/her designee, the authority to approve subcontractor substitutions, conduct hearings on subcontractor substitutions, and appoint a hearing officer for these hearings.

It is recommended that the Board of Trustees adopt the attached Resolution No. 25-0521B delegating the President/Superintendent of Cerritos College, or his or her designee, effective as of the date of its adoption, or until rescinded by the Board, the authority to approve substitution of subcontractors, to conduct potential hearings on substitution of subcontractors pursuant to Public Contract Code section 4100 et seq. with respect to any current and future district construction projects, and act as hearing officer or appoint a third party hearing officer for hearings on the substitution of subcontractors pursuant to Public Contract Code section 4100 et seq. with respect to any current and future Cerritos College construction projects.

FISCAL IMPACT
No general funds will be used.

File Attachments
Board Resolution 25-0521B Subcontractor Substitution.pdf (81 KB)

All items may be approved by adoption of the Consent Calendar, individually and collectively by one (1) motion. There will be no separate discussion of these items unless Members of the Board of Trustees, the public, or staff request that specific items be removed from the Consent Calendar for separate discussion and action.

Motion & Voting

It is recommended that the Board of Trustees approve Consent Agenda Items 3.01 through 3.10, 4.01 through 4.21, 5.01 through 5.10, and 6.01 [student trustee advisory vote: aye]

Motion by Zurich Lewis, second by James Cody Birkey.
Final Resolution: Motion Carries
Aye: James Cody Birkey, Dawn Green, Zurich Lewis, Mariana Pacheco, Mariana Rios, Sandra Salazar
Absent: Shin Liu

4. Consent Items - Office of Business Services

Subject	**4.04 Ratification of Acceptance of Gifts**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Action (Consent)
Recommended Action	It is recommended that the Board of Trustees ratify the acceptance of the gifts listed below on behalf of Cerritos College.

The following items were received in the month of April 2025.

Department	**Item**	**Value**	**Donor**
Automotive Technology	2024 Chevy Traverse	$12,373.22	Premier Chevrolet of Buena Park
Automotive Technology	2022 Chevy Tahoe	$23,429.71	Chevrolet of Montebello

FISCAL IMPACT
There is no cost to Cerritos College for the donated items.

All items may be approved by adoption of the Consent Calendar, individually and collectively by one (1) motion. There will be no separate discussion of these items unless Members of the Board of Trustees, the public, or staff request that specific items be removed from the Consent Calendar for separate discussion and action.

Motion & Voting

It is recommended that the Board of Trustees approve Consent Agenda Items 3.01 through 3.10, 4.01 through 4.21, 5.01 through 5.10, and 6.01 [student trustee advisory vote: aye]

Motion by Zurich Lewis, second by James Cody Birkey.
Final Resolution: Motion Carries
Aye: James Cody Birkey, Dawn Green, Zurich Lewis, Mariana Pacheco, Mariana Rios, Sandra Salazar
Absent: Shin Liu

4. Consent Items - Office of Business Services

Subject	**4.05 Ratification of General Fund, Special Reserve Funds, Restricted Funds, Financial Aid Fund, and Payroll Clearance Fund Warrants for the Quarter Ending March 31, 2025**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Action (Consent)
Recommended Action	It is recommended that the Board of Trustees ratify the warrants for the General Fund, Special Reserve Funds, Restricted Funds, Financial Aid Fund, and Payroll Clearance Fund for the quarter ending March 31, 2025.

It is recommended that the Board of Trustees ratify the following warrants for the quarter ending March 31, 2025:

- 9,488 Payroll "A" Warrants, which are employee paychecks that originate from the payroll department, totaling $29,098,219.12, and
- 1,991 Other "B" Warrants, which are checks to vendors that originate from the accounts payable department, totaling $36,853,662.83.

FISCAL IMPACT
The items are budgeted for all funds.

All items may be approved by adoption of the Consent Calendar, individually and collectively by one (1) motion. There will be no separate discussion of these items unless Members of the Board of Trustees, the public, or staff request that specific items be removed from the Consent Calendar for separate discussion and action.

Motion & Voting

It is recommended that the Board of Trustees approve Consent Agenda Items 3.01 through 3.10, 4.01 through 4.21, 5.01 through 5.10, and 6.01 [student trustee advisory vote: aye]

Motion by Zurich Lewis, second by James Cody Birkey.
Final Resolution: Motion Carries
Aye: James Cody Birkey, Dawn Green, Zurich Lewis, Mariana Pacheco, Mariana Rios, Sandra Salazar
Absent: Shin Liu

4. Consent Items - Office of Business Services

Subject	**4.06 Purchase Orders for the Month of March 2025**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Action (Consent)
Recommended Action	It is recommended that the Board of Trustees approve the purchase orders processed during the month of March 2025.

This report of purchase orders processed during the month of March 2025 is provided for review and approval. The report provides the purchase order record date, purchase order number, description, vendor name, requesting department, account string (funding source), and amount of the purchase order.

FISCAL IMPACT
Funding sources vary and are dependent upon the goods/services purchased.

File Attachments
FIN-PROC-0099_Purchase_Order_-_Board_List (12).pdf (268 KB)

All items may be approved by adoption of the Consent Calendar, individually and collectively by one (1) motion. There will be no separate discussion of these items unless Members of the Board of Trustees, the public, or staff request that specific items be removed from the Consent Calendar for separate discussion and action.

Motion & Voting

It is recommended that the Board of Trustees approve Consent Agenda Items 3.01 through 3.10, 4.01 through 4.21, 5.01 through 5.10, and 6.01 [student trustee advisory vote: aye]

Motion by Zurich Lewis, second by James Cody Birkey.
Final Resolution: Motion Carries
Aye: James Cody Birkey, Dawn Green, Zurich Lewis, Mariana Pacheco, Mariana Rios, Sandra Salazar
Absent: Shin Liu

4. Consent Items - Office of Business Services

Subject	**4.07 Contracts for the Month of March 2025**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Action (Consent)
Recommended Action	It is recommended that the Board of Trustees approve the contracts that were processed during the month of March 2025.

This report of contracts that were processed during the month of March 2025 (and any items that were previously pending) is provided for review and approval. The items listed include contracts requiring ratification and also includes informational items (e.g. informal bids, task orders, etc.). The report provides the contract number, vendor name, description of services, start date, end date, amount, and requesting department.

FISCAL IMPACT
Funding sources vary and are dependent upon the goods/services purchased.

File Attachments
Contracts Listing for March 2025.pdf (137 KB)

All items may be approved by adoption of the Consent Calendar, individually and collectively by one (1) motion. There will be no separate discussion of these items unless Members of the Board of Trustees, the public, or staff request that specific items be removed from the Consent Calendar for separate discussion and action.

Motion & Voting

It is recommended that the Board of Trustees approve Consent Agenda Items 3.01 through 3.10, 4.01 through 4.21, 5.01 through 5.10, and 6.01 [student trustee advisory vote: aye]

Motion by Zurich Lewis, second by James Cody Birkey.
Final Resolution: Motion Carries
Aye: James Cody Birkey, Dawn Green, Zurich Lewis, Mariana Pacheco, Mariana Rios, Sandra Salazar
Absent: Shin Liu

4. Consent Items - Office of Business Services

Subject	**4.08 Ratification of Change Order No. 1 [Unforeseen Conditions], (Contract No. PW2200000022), Los Angeles Air Conditioning, Inc., Health Science Renovation**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Action (Consent)
Recommended Action	It is recommended that the Board of Trustees ratify Change Order No. 1 [Unforeseen Conditions] in the amount of $235,802.56 for the Health Science Renovation.

On September 14, 2022, the Board awarded a contract to Los Angeles Air Conditioning, Inc., of La Verne, California for the Health Science Renovation. The project was bid using a multi-prime project delivery method whereby Cerritos College bid twenty (20) categories for various elements of the project work. Category 17 represents HVAC: Wet & Dry element of work. Public Contract Code, Section 20659 requires Board approval for a change order to a public works bid.

The total amount for the attached items in Change Order No. 1 is for $235,802.56. The original contract amount approved by the Board was $3,871,650. Therefore, Change Order No. 1 is in compliance with Public Contract Code Section 20659. Change Order No. 1 is due to unforeseen conditions. Work involves additional labor and material to install new chilled water line pumps and utility enclosure for the Health Science Renovation Project. It was determined that there was not enough pressure from the existing underground chilled water line infrastructure, and pumps need to achieve the required pressure to properly cool the building. Installation of the pumps, including a new service pad, electrical provisions and fence enclosure will provide a properly functioning HVAC system and a secure utility yard at the north elevation of the Health Science Building. Change Order No. 1 has been reviewed by Tilden-Coil Constructors (Construction Management); and, the Executive Vice President of Business Services. Please refer to the attachment for the items, details, and approvals of Change Order No. 1.

	Change Order	Date	Amount	Percentage of Change
Pending	1	May 1, 2025	$235,802.56	6.09%

Change Order types – Below is an explanation of change order types.

- Owner Added Scope – Any time the owner adds scope for various reasons. They are typically value driven.
- Agency Driven Changes – Required by Division of State Architect (DSA), municipalities, Inspector of Record (IOR), etc. and must be done for sign off.
- Unforeseen Conditions – Subsurface or existing building conditions that were unknown/uncertain during the design and not included in the documents/bid for whatever reason and now required.
- Errors – Errors in the documents by the architect or consultants.
- Omissions – Scope not included in the original documents/bid for whatever reason and now required.
- Deductive Credit – Monies are credited to the District due to project cost savings, a decrease in scope, or various reasons.

FISCAL IMPACT
The amount from Change Order No. 1 will be $235,802.56, increasing the contract amount to $4,107,452.56. Funding will be allocated from the GO Bond.

File Attachments
Change Order #01-LA Air-HSR.pdf (116 KB)

All items may be approved by adoption of the Consent Calendar, individually and collectively by one (1) motion. There will be no separate discussion of these items unless Members of the Board of Trustees, the public, or staff request that specific items be removed from the Consent Calendar for separate discussion and action.

Motion & Voting

It is recommended that the Board of Trustees approve Consent Agenda Items 3.01 through 3.10, 4.01 through 4.21, 5.01 through 5.10, and 6.01 [student trustee advisory vote: aye]

Motion by Zurich Lewis, second by James Cody Birkey.
Final Resolution: Motion Carries
Aye: James Cody Birkey, Dawn Green, Zurich Lewis, Mariana Pacheco, Mariana Rios, Sandra Salazar
Absent: Shin Liu

4. Consent Items - Office of Business Services

Subject	**4.09 Ratification of Change Order No. 6 [Unforeseen Conditions, Agency Driven, and Owner Request], (Contract No. PW2300000031), Neubauer Electric, Inc., Health Science Renovation**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Action (Consent)
Recommended Action	It is recommended that the Board of Trustees ratify Change Order No. 6 [Unforeseen Conditions, Agency Driven, and Owner Request] in the amount of $58,013.06 for the Health Science Renovation.

On September 14, 2022, the Board awarded a contract to Neubauer Electric, Inc. of Los Alamitos, California for the Health Science Renovation. The project was bid using a multi-prime project delivery method whereby Cerritos College bid twenty (20) categories for various elements of the project work. Category 18 represents the Electrical element of work. Public Contract Code, Section 20659 requires Board approval for a change order to a public works bid.

The total amount for the attached items in Change Order No. 6 is for $58,013.06. The original contract amount approved by the Board was $8,200,000.00. Therefore, Change Order No. 6 is in compliance with Public Contract Code Section 20659. Change Order No. 6 is due to unforeseen conditions, agency driven and owner request changes. Work involves additional labor and materials to install power for the new chilled water line pumps and utility enclosure at the North Elevation of the Health Science Renovation Project. A review revealed that the current chilled water line lacks sufficient pressure. Adding pumps will ensure the necessary pressure to deliver adequate cooling to the building. The pump installation will include a new service pad, electrical setup, and a fenced enclosure, resulting in an operational HVAC system and a secure utility area for the facility. Also, additional labor and materials for the enhancement of the electrical and fire alarm systems in the roof penthouse of the Health Science Renovation Project is required. Upon review, it was decided to adjust the original penthouse design on the building's south side to keep the final elevation under 60 feet. This adjustment aims to reduce both costs and scheduling delays. Modifying the penthouse allows the project to continue without the need for a construction lift throughout its duration. Furthermore, provide additional labor and materials for installing tamper and flow switches in the fire sprinkler riser rooms on the 2nd and 3rd floors of the Health Science Renovation Project. A review identified the need for these switches, which will communicate with the fire alarm system. Implementing this work will ensure that the fire sprinkler system properly communicates with the proposed fire alarm system. Also, additional labor to remove the existing light bollards at the south elevation of the Health Science project. A review determined that these bollards must be removed because they interfered with the path of travel of the new sidewalk. Removal of the existing light bollards will allow the path of travel at the south sidewalk to be installed in compliance and without any obstructions. Additionally, labor for power is required for mechanical equipment on the roof of the Health Science. Upon review, it was determined that the existing mechanical panels at the roof required additional electrical power provisions. The additional circuits for this equipment allow for the proper operation of the mechanical equipment at the roof. Change Order No. 6 has been reviewed by Tilden-Coil Constructors (Construction Management); and, the Executive Vice President of Business Services. Please refer to the attachment for the items, details, and approvals of Change Order No. 6.

	Change Order	Date	Amount	Percentage of Change
Pending	6	May 21, 2025	$58,013.06	8.64%
Approved	5	March 5, 2025	$112,683.00	7.93%
Approved	4	October 16, 2024	$72,129.50	6.6%
Approved	3	August 14, 2024	$112,819.60	5.7%
Approved	2	April 10, 2024	$8,554.10	4.3%
Approved	1	February 21, 2024	$344,222.10	4.2%

Change Order types – Below is an explanation of change order types.

- Owner Added Scope – Any time the owner adds scope for various reasons. They are typically value driven.
- Agency Driven Changes – Required by Division of State Architect (DSA), municipalities, Inspector of Record (IOR), etc. and must be done for sign off.

- Unforeseen Conditions – Subsurface or existing building conditions that were unknown/uncertain during the design and not included in the documents/bid for whatever reason and now required.
- Errors – Errors in the documents by the architect or consultants.
- Omissions – Scope not included in the original documents/bid for whatever reason and now required.
- Deductive Credit – Monies are credited to the District due to project cost savings, a decrease in scope, or various reasons.

FISCAL IMPACT
The amount from Change Order No. 6 will be $58,013.06, increasing the contract amount to $8,908,421.36. Funding will be allocated from the GO Bond.

File Attachments
Change Order #06 - Neubauer Electric Inc-HSR.pdf (200 KB)

All items may be approved by adoption of the Consent Calendar, individually and collectively by one (1) motion. There will be no separate discussion of these items unless Members of the Board of Trustees, the public, or staff request that specific items be removed from the Consent Calendar for separate discussion and action.

Motion & Voting

It is recommended that the Board of Trustees approve Consent Agenda Items 3.01 through 3.10, 4.01 through 4.21, 5.01 through 5.10, and 6.01 [student trustee advisory vote: aye]

Motion by Zurich Lewis, second by James Cody Birkey.
Final Resolution: Motion Carries
Aye: James Cody Birkey, Dawn Green, Zurich Lewis, Mariana Pacheco, Mariana Rios, Sandra Salazar
Absent: Shin Liu

4. Consent Items - Office of Business Services

Subject	**4.10 Ratification of Change Order No. 1 [Unforeseen Conditions], (Contract No. PW2200000022), Pro Installations, Inc. dba Prospectra Contract Flooring, Health Science Renovation**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Action (Consent)
Recommended Action	It is recommended that the Board of Trustees ratify Change Order No. 1 [Unforeseen Conditions] in the amount of $32,404 for the Health Science Renovation.

On September 14, 2022, the Board awarded a contract to Pro Installations, Inc. dba Prospectra Contract Flooring, of Cerritos, California for the Health Science Renovation. The project was bid using a multi-prime project delivery method whereby Cerritos College bid twenty (20) categories for various elements of the project work. Category 11 represents Finish Flooring element of work. Public Contract Code, Section 20659 requires Board approval for a change order to a public works bid.

The total amount for the attached items in Change Order No. 1 is for $32,404. The original contract amount approved by the Board was $401,745. Therefore, Change Order No. 1 is in compliance with Public Contract Code Section 20659. Change Order No. 1 is due to unforeseen conditions. Work involves additional labor and material to level the existing 2nd and 3rd floors of the Health Science building. Upon review, it was determined that the existing floors were not within the tolerance required to install new flooring and required additional floor preparation before installing the new flooring. Execution of the work ensures the new flooring is installed within the required tolerances. Change Order No. 1 has been reviewed by Tilden-Coil Constructors (Construction Management); and, the Executive Vice President of Business Services. Please refer to the attachment for the items, details, and approvals of Change Order No. 1.

	Change Order	Date	Amount	Percentage of Change
Pending	1	May 1, 2025	$32,404.00	8.07%

Change Order types – Below is an explanation of change order types.

- Owner Added Scope – Any time the owner adds scope for various reasons. They are typically value driven.
- Agency Driven Changes – Required by Division of State Architect (DSA), municipalities, Inspector of Record (IOR), etc. and must be done for sign off.
- Unforeseen Conditions – Subsurface or existing building conditions that were unknown/uncertain during the design and not included in the documents/bid for whatever reason and now required.
- Errors – Errors in the documents by the architect or consultants.
- Omissions – Scope not included in the original documents/bid for whatever reason and now required.
- Deductive Credit – Monies are credited to the District due to project cost savings, a decrease in scope, or various reasons.

FISCAL IMPACT
The amount from Change Order No. 1 will be $32,404, increasing the contract amount to $434,149. Funding will be allocated from the GO Bond.

File Attachments
Prospectra CO #01.pdf (443 KB)

All items may be approved by adoption of the Consent Calendar, individually and collectively by one (1) motion. There will be no separate discussion of these items unless Members of the Board of Trustees, the public, or staff request that specific items be removed from the Consent Calendar for separate discussion and action.

Motion & Voting

It is recommended that the Board of Trustees approve Consent Agenda Items 3.01 through 3.10, 4.01 through 4.21, 5.01 through 5.10, and 6.01 [student trustee advisory vote: aye]

Motion by Zurich Lewis, second by James Cody Birkey.

Final Resolution: Motion Carries
Aye: James Cody Birkey, Dawn Green, Zurich Lewis, Mariana Pacheco, Mariana Rios, Sandra Salazar
Absent: Shin Liu

4. Consent Items - Office of Business Services

Subject	**4.11 Ratification of Change Order No. 1 [Unforeseen Conditions], (Contract No. PW2400000013), Exclusive Metal Inc., Student Services and Administration Building – Increments 2 and 3**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Action (Consent)
Recommended Action	It is recommended that the Board of Trustees ratify Change Order No. 1 [Unforeseen Conditions] in the amount of $74,661.64 for the Student Services and Administration Building – Increments 2 and 3.

On November 15, 2023, the Board awarded a contract to Exclusive Metal Inc. of Perris, California for the Student Services and Administration Building – Increments 2 and 3. The project was bid using a multi-prime project delivery method whereby Cerritos College bid twenty-two (22) categories for various elements of the project work. Category 07 represents the Sheet Metal and Cladding element of work. Public Contract Code, Section 20659 requires Board approval for a change order to a public works bid.

The total amount for the attached items in Change Order No. 1 is for $74,661.64. The original contract amount approved by the Board was $4,205,000.00. Therefore, Change Order No. 1 is in compliance with Public Contract Code Section 20659. Change Order No. 1 is due to unforeseen conditions. Work involves providing a 1,130 SF of aluminum composite metal panels to be utilized as metal closure panel at lobby eyebrow soffits. Upon review, it was determined, Armstrong does not provide Axiom Classic panels for a 15’ dimension. Alternate option is to manufacture aluminum composite metal panels to finish Student Services lobby eyebrow soffits. The metal panels will provide closure with radius finish to meet design intent requirements. Change Order No. 1 has been reviewed by Tilden-Coil Constructors (Construction Management); and, the Executive Vice President of Business Services. Please refer to the attachment for the items, details, and approvals of Change Order No. 1.

	Change Order	Date	Amount	Percentage of Change
Pending	1	May 21, 2025	$74,661.64	1.8%

Change Order types – Below is an explanation of change order types.

- Owner Added Scope – Any time the owner adds scope for various reasons. They are typically value driven.
- Agency Driven Changes – Required by Division of State Architect (DSA), municipalities, Inspector of Record (IOR), etc. and must be done for sign off.
- Unforeseen Conditions – Subsurface or existing building conditions that were unknown/uncertain during the design and not included in the documents/bid for whatever reason and now required.
- Errors – Errors in the documents by the architect or consultants.
- Omissions – Scope not included in the original documents/bid for whatever reason and now required.
- Deductive Credit – Monies are credited to the District due to project cost savings, a decrease in scope, or various reasons.

FISCAL IMPACT
The amount from Change Order No. 1 will be $74,661.64, increasing the contract amount to $4,279,661.64. Funding will be allocated from the GO Bond.

File Attachments
Exclusive Change Order #001-SSA.pdf (110 KB)

All items may be approved by adoption of the Consent Calendar, individually and collectively by one (1) motion. There will be no separate discussion of these items unless Members of the Board of Trustees, the public, or staff request that specific items be removed from the Consent Calendar for separate discussion and action.

Motion & Voting

It is recommended that the Board of Trustees approve Consent Agenda Items 3.01 through 3.10, 4.01 through 4.21, 5.01 through 5.10, and 6.01 [student trustee advisory vote: aye]

Motion by Zurich Lewis, second by James Cody Birkey.
Final Resolution: Motion Carries
Aye: James Cody Birkey, Dawn Green, Zurich Lewis, Mariana Pacheco, Mariana Rios, Sandra Salazar
Absent: Shin Liu

4. Consent Items - Office of Business Services

Subject	**4.12 Ratification of Change Order No. 2 [Owner Request], (Contract No. PW2400000023), Rancho Pacific Electric Construction, Inc., Student Services and Administration Building – Increments 2 and 3**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Action (Consent)
Recommended Action	It is recommended that the Board of Trustees ratify Change Order No. 2 [Owner Request] in the amount of $95,091.60 for the Student Services and Administration Building – Increments 2 and 3.

On November 15, 2023, the Board awarded a contract to Rancho Pacific Electric Construction, Inc. of Rancho Cucamonga, California for the Student Services and Administration Building – Increments 2 and 3. The project was bid using a multi-prime project delivery method whereby Cerritos College bid twenty-two (22) categories for various elements of the project work. Category 18 represents the Electrical and Low Voltage Infrastructure element of work. Public Contract Code, Section 20659 requires Board approval for a change order to a public works bid.

The total amount for the attached items in Change Order No. 2 is for $95,091.60. The original contract amount approved by the Board was $8,821,000.00. Therefore, Change Order No. 2 is in compliance with Public Contract Code Section 20659. Change Order No. 2 is due to owner request and errors and omissions changes. Upon review, it was determined a mass notification system for the fire alarm system is needed to meet campus standards. Work involves providing 977 linear feet of conduit infrastructure for the mass notification system and devices. Execution of this work provides a heightened level of notification for fire alarm systems for college emergency notification services. It was also determined that an additional 328 linear feet of conduit infrastructure and equipment were required to complete the Boardroom audio visual system design. Execution of this work provides the infrastructure for audio visual equipment needed to meet campus standards. Change Order No. 2 has been reviewed by Tilden-Coil Constructors (Construction Management); and, the Executive Vice President of Business Services. Please refer to the attachment for the items, details, and approvals of Change Order No. 2.

	Change Order	Date	Amount	Percentage of Change
Pending	2	May 21, 2025	$95,091.60	9.8%
Approved	1	November 13, 2024	$765,950.55	8.7%

Change Order types – Below is an explanation of change order types.

- Owner Added Scope – Any time the owner adds scope for various reasons. They are typically value driven.
- Agency Driven Changes – Required by Division of State Architect (DSA), municipalities, Inspector of Record (IOR), etc. and must be done for sign off.
- Unforeseen Conditions – Subsurface or existing building conditions that were unknown/uncertain during the design and not included in the documents/bid for whatever reason and now required.
- Errors – Errors in the documents by the architect or consultants.
- Omissions – Scope not included in the original documents/bid for whatever reason and now required.
- Deductive Credit – Monies are credited to the District due to project cost savings, a decrease in scope, or various reasons.

FISCAL IMPACT
The amount from Change Order No. 2 will be $95,091.60, increasing the contract amount to $9,682,042.15. Funding will be allocated from the GO Bond.

File Attachments
Rancho Pacific Electric - Change Order #002-SSA.pdf (136 KB)

All items may be approved by adoption of the Consent Calendar, individually and collectively by one (1) motion. There will be no separate discussion of these items unless Members of the Board of Trustees, the public, or staff request that specific items be removed from the Consent Calendar for separate discussion and action.

Motion & Voting

It is recommended that the Board of Trustees approve Consent Agenda Items 3.01 through 3.10, 4.01 through 4.21, 5.01 through 5.10, and 6.01 [student trustee advisory vote: aye]

Motion by Zurich Lewis, second by James Cody Birkey.
Final Resolution: Motion Carries
Aye: James Cody Birkey, Dawn Green, Zurich Lewis, Mariana Pacheco, Mariana Rios, Sandra Salazar
Absent: Shin Liu

4. Consent Items - Office of Business Services

Subject	**4.13 Amendment No. 2 to the Agreement with ThoughtFocus, Inc.**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Action (Consent)
Recommended Action	It is recommended that the Board of Trustees approve Amendment No. 2 to the Agreement with ThoughtFocus, Inc.

Cerritos College annually contracts with various individuals, commercial firms, and other governmental agencies for the purpose of procuring or providing a variety of services.

REPORT SUMMARY
SERVICES – AMENDMENT
THOUGHTFOCUS, INC.
PEOPLESOFT HR & CS PEOPLE TOOL UPGRADE
Requested by: Felipe R. Lopez, Executive Vice President of Business Services/Assistant Superintendent

Purpose: On June 12, 2024, the Board of Trustees approved the contract with ThoughtFocus, Inc. for the PeopleSoft HR & CS People Tool Upgrade pursuant to Resolution #23-0621G that was approved on June 21, 2023, which authorizes Cerritos College to let sole source purchase orders or contracts to ThoughtFocus, Inc., without formal, public advertising and receiving of bids, for five fiscal years (i.e. FY 22/23 through FY 27/28). ThoughtFocus, Inc. will provide services for the PeopleSoft HR & CS People Tools Upgrade. This agreement is for one (1) year beginning June 17, 2024 through June 30, 2025, for a total contract amount of $458,400.

On February 19, 2025, Cerritos College entered into Amendment No. 1 for additional an additional $34,480.00.

At this time, Cerritos College wishes to amend the agreement that was entered into on February 19, 2025 for an additional $26,100.00.

FISCAL IMPACT
The total contract sum shall be increased by $26,100.00 for a new not-to-exceed amount of $516,980.00. Funding for this project will be allocated from the Capital Outlay Budget.

File Attachments
C24000000324 Amendment No. 2 ThoughtFocus.pdf (213 KB)

All items may be approved by adoption of the Consent Calendar, individually and collectively by one (1) motion. There will be no separate discussion of these items unless Members of the Board of Trustees, the public, or staff request that specific items be removed from the Consent Calendar for separate discussion and action.

Motion & Voting

It is recommended that the Board of Trustees approve Consent Agenda Items 3.01 through 3.10, 4.01 through 4.21, 5.01 through 5.10, and 6.01 [student trustee advisory vote: aye]

Motion by Zurich Lewis, second by James Cody Birkey.
Final Resolution: Motion Carries
Aye: James Cody Birkey, Dawn Green, Zurich Lewis, Mariana Pacheco, Mariana Rios, Sandra Salazar
Absent: Shin Liu

4. Consent Items - Office of Business Services

Subject	**4.14 Contract with ThoughtFocus, Inc. for Services for the MIS/320 Report Modification for California Community Colleges (CCC) Guideline Compliance**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Action (Consent)
Recommended Action	It is recommended that the Board of Trustees approve the agreement with ThoughtFocus, Inc. for services for the MIS/320 Report Modification for California Community Colleges (CCC) Guideline Compliance.

REPORT SUMMARY
SERVICES – NEW
THOUGHTFOCUS, INC.
MIS REPORT MODIFICATION FOR CCC GUIDELINE COMPLIANCE
Requested by: Felipe R. Lopez, Executive Vice President of Business Services/Assistant Superintendent

The District wishes to enter into a contract with ThoughtFocus, Inc. for the MIS Report Modification for CCC Guideline Compliance pursuant to Resolution #23-0621G that was approved on June 21, 2023, which authorizes Cerritos College to let sole source purchase orders or contracts to ThoughtFocus, Inc., without formal, public advertising and receiving of bids, for five fiscal years (i.e. FY 22/23 through FY 27/28).

ThoughtFocus, Inc. will provide services for the MIS/320 Report Modification for CCC Guideline Compliance. This agreement is for one (1) year beginning May 22, 2025 through June 30, 2026, for a total contract amount of $130,000.

FISCAL IMPACT
The total contract amount is $130,000. Funding for this project will be allocated from the Capital Outlay Budget.

File Attachments
C25000000312 ThoughtFocus Agreement.pdf (545 KB)

All items may be approved by adoption of the Consent Calendar, individually and collectively by one (1) motion. There will be no separate discussion of these items unless Members of the Board of Trustees, the public, or staff request that specific items be removed from the Consent Calendar for separate discussion and action.

Motion & Voting

It is recommended that the Board of Trustees approve Consent Agenda Items 3.01 through 3.10, 4.01 through 4.21, 5.01 through 5.10, and 6.01 [student trustee advisory vote: aye]

Motion by Zurich Lewis, second by James Cody Birkey.
Final Resolution: Motion Carries
Aye: James Cody Birkey, Dawn Green, Zurich Lewis, Mariana Pacheco, Mariana Rios, Sandra Salazar
Absent: Shin Liu

4. Consent Items - Office of Business Services

Subject	**4.15 Approval of Amendment No. 2 to Project Assignment Agreement No. 29 to the Master Independent Consultant Agreement with The Converse Professional Group, DBA Converse Consultants for Geotechnical Observation and Testing for the College Stadium Project**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Action (Consent)
Recommended Action	It is recommended that the Board of Trustees approve Amendment No. 2 to Project Assignment Agreement No. 29 to the Master Independent Consultant Agreement with The Converse Professional Group, DBA Converse Consultants for Geotechnical Observation and Testing for the College Stadium Project.

Cerritos College annually contracts with various individuals, commercial firms, and other governmental agencies for the purpose of procuring or providing a variety of services.

AMENDMENT NO. 2 TO PROJECT ASSIGNMENT AGREEMENT NO. 29 TO THE MASTER INDEPENDENT CONSULTANT AGREEMENT FOR GEOTECHNICAL OBSERVATION AND TESTING FOR THE COLLEGE STADIUM PROJECT
THE CONVERSE PROFESSIONAL GROUP DBA CONVERSE CONSULTANTS
Requested by: Felipe R. Lopez, Executive Vice President of Business Services/Assistant Superintendent

Purpose: On November 13, 2014 Cerritos College entered into a Master Independent Consultant Agreement ("Master Agreement") with The Converse Professional Group, DBA Converse Consultants for the purpose of creating a qualified pool of geotechnical engineering, materials testing, and special inspection services firms for District projects.

On November 14, 2024, Cerritos College entered into Project Assignment Agreement No. 29 to obtain geotechnical observation and testing services for the College Stadium project. The Converse Professional Group DBA Converse Consultants services includes, but is not limited to, geotechnical study and testing of soils, concrete, and reinforcing steel for the completion of the College Stadium project.

On January 26, 2025, Cerritos College entered into Amendment No. 1 Project Assignment Agreement No. 29 to allow for additional services, including, but not limited to, lab and field sampling and testing and added inspection time, pursuant to the terms and condition of the Agreement, and as approved by the District.

At this time, Cerritos College wishes to amend the Project Assignment Agreement No. 29 for additional services and added time, pursuant to the terms and conditions of the Agreement, as approved by District.

Period: The time period will be extended to November 30, 2025.

FISCAL IMPACT
The total contract sum shall be for a new not-to-exceed amount of $119,115; this amount will be funded from the GO Bond. Converse Consultants is headquartered in Monrovia, CA.

File Attachments
PAA#29 AM #2-14P010-Converse Consultants-Stadium.pdf (226 KB)

All items may be approved by adoption of the Consent Calendar, individually and collectively by one (1) motion. There will be no separate discussion of these items unless Members of the Board of Trustees, the public, or staff request that specific items be removed from the Consent Calendar for separate discussion and action.

Motion & Voting

It is recommended that the Board of Trustees approve Consent Agenda Items 3.01 through 3.10, 4.01 through 4.21, 5.01 through 5.10, and 6.01 [student trustee advisory vote: aye]

Motion by Zurich Lewis, second by James Cody Birkey.
Final Resolution: Motion Carries
Aye: James Cody Birkey, Dawn Green, Zurich Lewis, Mariana Pacheco, Mariana Rios, Sandra Salazar
Absent: Shin Liu

4. Consent Items - Office of Business Services

Subject	**4.16 Approval of Amendment No. 6 to Project Assignment Agreement No. 1 with The Hill Partnership, Inc. dba HPI Architecture for Architectural Services for the New Student Services and Administration Building**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Action (Consent)
Recommended Action	It is recommended that the Board of Trustees approve Amendment No. 6 to Project Assignment Agreement No. 1 to the Master Architectural/Engineering Services Agreement with The Hill Partnership, Inc. dba HPI Architecture for the purpose of architectural, design, and engineering services for the New Student Services and Administration Building Project.

Cerritos College annually contracts with various individuals, commercial firms, and other governmental agencies for the purpose of procuring or providing a variety of services.

AMENDMENT NO. 6 to PROJECT ASSIGNMENT AGREEMENT NO. 1 TO THE MASTER ARCHITECTURAL/ENGINEERING AGREEMENT FOR THE STUDENT SERVICES AND ADMINISTRATION BUILDING PROJECT
HILL PARTNERSHIP, INC. DBA HPI ARCHITECTURE
Requested by: Felipe R. Lopez, Executive Vice President, Business Services

Purpose: On June 5, 2019, Cerritos College entered into a Master Independent Consultant Agreement ("Master Agreement") with The Hill Partnership, Inc. dba HPI Architecture for the purpose of establishing an agreement for architectural and engineering services for the design, approvals, construction administration and certification for District projects.

On June 11, 2019, Cerritos College entered into Project Assignment Agreement No. 1 to obtain architectural services for the New Student Services and Administration Building Project. The Hill Partnership, Inc. DBA HPI Architecture services includes, but is not limited to, general architectural and engineering services for the completion of the New Student Services and Administration Building.

On February 3, 2021, Cerritos College entered into Amendment No. 1 to Project Assignment Agreement No. 1 to allow for additional architectural, design, and/or engineering services for food and retail coffee design services, civil engineering services for a traffic study, and additional services for incremental and construction documents to phase the project, pursuant to the terms and condition of the Agreement, and as approved by the District.

On June 12, 2024, Cerritos College entered into Amendment No. 2 for additional design and engineering services for the project.

On August 14, 2024, Cerritos College entered into Amendment No. 3 to Project Assignment Agreement No. 1 for additional architectural, design and/or engineering services for the pedestrian promenade, landscape design and extension of the drainage related to the project.

On February 19, 2025, Cerritos College entered into Amendment No. 4 to Project Assignment Agreement No. 1 for additional architectural, design and/or engineering services for the bookstore shelving, hydrology report, mass notification system, site lighting, Falcon's Nest and program changes related to the project.

On February 19, 2025, Cerritos College also entered into Amendment No. 5 to Project Assignment Agreement No. 1 to include architectural and engineering services for the Falcon Square project located adjacent to the Student Services and Administrative (SSA) Building project.

At this time, Cerritos College wishes to amend the Project Assignment Agreement No. 1 for additional architectural, design, and/or engineering services for the Student Services Administration Building.

Period: The time period remains unchanged and will be from June 11, 2019 through project completion.

FISCAL IMPACT
The total contract sum shall be for a new not-to-exceed amount of $8,139,984; this amount will be funded from the GO Bond. HPI Architecture is headquartered in Newport Beach, CA.

File Attachments
PAA #1 AM#6-18P001-HPI-SSA.pdf (265 KB)

All items may be approved by adoption of the Consent Calendar, individually and collectively by one (1) motion. There will be no separate discussion of these items unless Members of the Board of Trustees, the public, or staff request that specific items be removed from the Consent Calendar for separate discussion and action.

Motion & Voting

It is recommended that the Board of Trustees approve Consent Agenda Items 3.01 through 3.10, 4.01 through 4.21, 5.01 through 5.10, and 6.01 [student trustee advisory vote: aye]

Motion by Zurich Lewis, second by James Cody Birkey.
Final Resolution: Motion Carries
Aye: James Cody Birkey, Dawn Green, Zurich Lewis, Mariana Pacheco, Mariana Rios, Sandra Salazar
Absent: Shin Liu

4. Consent Items - Office of Business Services

Subject	**4.17 Consideration of Approval of Master Agreement with Lozano Smith, LLP for Professional Legal Services**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Action (Consent)
Recommended Action	It is recommended that the Board of Trustees approve the Master Agreement with Lozano Smith, LLP for legal services.

Cerritos College annually contracts with various individuals, commercial firms, and other governmental agencies for the purpose of procuring or providing a variety of services.

SERVICES – NEW
LOZANO SMITH, LLP
MASTER AGREEMENT FOR LEGAL SERVICES
Requested by: Dr. Mercedes Gutierrez, Vice President of Human Resources

Purpose: The District wishes to enter into a Master Agreement with Lozano Smith, LLP for various legal and hearing officer services as required by Cerritos College. Legal services provided by Lozano Smith, LLP include, but are not limited to, providing advice, recommendations, legal opinions to the District and representing the District as counsel of record in administrative or court proceedings as may be requested by the District or its designee in writing during the term of the agreement. The Master Agreement for legal services was established to ensure consistency of terms and conditions, as well as billing protocols, among all legal firms that Cerritos College retains for legal services.

Pursuant to Government Code 53060, selecting professional services such as for legal services shall be on the basis of demonstrated competence and on the professional qualifications necessary for the satisfactory performance of the services required.

Staff finds the rates as proposed by Lozano Smith, LLP for the Master Agreement fair and reasonable for the services to be provided.

Attorneys	2025-2026 Proposed Rates	2026-2027 Proposed Rates	2027-2028 Proposed Rate
Partner/Senior Counsel/Of Counsel	$350-$410 per hour	$360-$420 per hour	$370-$430 per hour
Associate	$275-$340 per hour	$285-$350 per hour	$295-$360 per hour

Paralegals and Other	2025-2026 Proposed Rates	2026-2027 Proposed Rates	2027-2028 Proposed Rate
Paralegal/Law Clerk	$250 per hour	$260 per hour	$270 per hour

Hearing Officer Attorneys and Support Staff	2025-2026 Proposed Rates	2026-2027 Proposed Rates	2027-2028 Proposed Rate
Hearing Officer	$410 per hour	$420 per hour	$430 per hour

Period: The time period of the agreement is from July 01, 2025 through June 30, 2028.

FISCAL IMPACT
Funding will be allocated from the general fund; Lozano Smith, LLP will provide the District with a variety of legal services on an as needed basis. Legal advice and consulting will be billed on an hourly basis. There is no cost to the District until the services are rendered.

File Attachments
C25000000309 Lozano Smith, LLP Agreement.pdf (381 KB)

All items may be approved by adoption of the Consent Calendar, individually and collectively by one (1) motion. There will be no separate discussion of these items unless Members of the Board of Trustees, the public, or staff request that specific items be removed from the Consent Calendar for separate discussion and action.

Motion & Voting

It is recommended that the Board of Trustees approve Consent Agenda Items 3.01 through 3.10, 4.01 through 4.21, 5.01 through 5.10, and 6.01 [student trustee advisory vote: aye]

Motion by Zurich Lewis, second by James Cody Birkey.
Final Resolution: Motion Carries
Aye: James Cody Birkey, Dawn Green, Zurich Lewis, Mariana Pacheco, Mariana Rios, Sandra Salazar
Absent: Shin Liu

4. Consent Items - Office of Business Services

Subject	**4.18 Consideration of Approval of Amendment No. 6 to Project Assignment Agreement No. 2 with The Hill Partnership, Inc. dba HPI Architecture for Architectural Services for the Health Science Renovation Project**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Action (Consent)
Recommended Action	It is recommended that the Board of Trustees approve Amendment No. 6 to Project Assignment Agreement No. 2 to the Master Architectural/Engineering Services Agreement with The Hill Partnership, Inc. dba HPI Architecture purpose of architectural, design, and engineering services for the Health Sciences Renovation Project.

Cerritos College annually contracts with various individuals, commercial firms, and other governmental agencies for the purpose of procuring or providing a variety of services.

AMENDMENT NO. 6 to PROJECT ASSIGNMENT AGREEMENT NO. 2 TO THE MASTER ARCHITECTURAL/ENGINEERING AGREEMENT FOR THE RENOVATION OF THE HEALTH SCIENCE BUILDING
HILL PARTNERSHIP, INC. DBA HPI ARCHITECTURE
Requested by: Felipe R. Lopez, Executive Vice President, Business Services

Purpose: On June 5, 2019, Cerritos College entered into a Master Independent Consultant Agreement ("Master Agreement") with The Hill Partnership, Inc. dba HPI Architecture for the purpose of establishing an agreement for architectural and engineering services for the design, approvals, construction administration and certification for District projects.

On November 7, 2019, Cerritos College entered into Project Assignment Agreement No. 2 to obtain architectural services for the Health Science Renovation project, which is a partially State-funded project. The Hill Partnership, Inc. DBA HPI Architecture services includes, but is not limited to, general architectural and engineering services for the renovation of the existing Health Sciences Building consisting of approximately 48,000 square feet, LEED consulting services, preparation of a storm water pollution prevention plan (SWPPP), and all required State coordination services.

On January 20, 2021, Cerritos College entered into Amendment No. 1 to Project Assignment Agreement No. 2 to allow for a budget adjustment for the Health Science Renovation project pursuant to the terms and condition of the Agreement, and as approved by the District.

On June 21, 2023, Cerritos College entered into Amendment No. 2 to Project Assignment Agreement No. 2 for additional design and engineering services for the project.

On June 12, 2024, Cerritos College entered into Amendment No. 3 to Project Assignment Agreement No. 2 for additional architectural, design, and/or engineering services for the Health Science Renovation Project.

On October 16, 2024, Cerritos College entered into Amendment No. 4 to Project Assignment Agreement No. 2 for additional architectural, design, and/or engineering services for the Health Science Renovation Project.

On February 19, 2025, Cerritos College entered into Amendment No. 5 to Project Assignment Agreement No. 2 for additional architectural, design, and/or engineering services for the Health Science Renovation Project.

At this time, Cerritos College wishes to enter into Amendment No. 6 to Project Assignment Agreement No. 2 for additional services for site revisions for the Health Science Renovation Project.

Period: The time period remains unchanged and will be from November 7, 2019 through project completion.

FISCAL IMPACT
The total contract sum shall be adjusted based upon the approved budget for a new not-to-exceed amount of $3,732,084; this amount will be funded from the GO Bond. HPI Architecture is headquartered in Newport Beach, CA.

File Attachments
PAA#2 AM#6-18P001-HPI-HSR (AS#17) PCS Edits (2025-04-04).pdf (271 KB)

All items may be approved by adoption of the Consent Calendar, individually and collectively by one (1) motion. There will be no separate discussion of these items unless Members of the Board of Trustees, the public, or staff

request that specific items be removed from the Consent Calendar for separate discussion and action.

Motion & Voting

It is recommended that the Board of Trustees approve Consent Agenda Items 3.01 through 3.10, 4.01 through 4.21, 5.01 through 5.10, and 6.01 [student trustee advisory vote: aye]

Motion by Zurich Lewis, second by James Cody Birkey.
Final Resolution: Motion Carries
Aye: James Cody Birkey, Dawn Green, Zurich Lewis, Mariana Pacheco, Mariana Rios, Sandra Salazar
Absent: Shin Liu

4. Consent Items - Office of Business Services

Subject	**4.19 Consideration of Ratification of the Agreement with Tilden Coil Constructors for Construction Management Services for the District's Student Housing Project**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Action (Consent)
Recommended Action	It is recommended that the Board of Trustees ratify the agreement with Tilden Coil Constructors for Construction Management Services for the District's Student Housing project.

Cerritos College annually contracts with various individuals, commercial firms, and other governmental agencies for the purpose of procuring or providing a variety of services.

SERVICES – NEW
TILDEN COIL CONSTRUCTORS
CONSTRUCTION MANAGEMENT SERVICES FOR THE STUDENT HOUSING PROJECT
Requested by: Mr. Felipe R. Lopez, Executive Vice President of Business Services

Purpose: Cerritos College entered into an agreement with Tilden Coil Constructors to provide construction management services for the Student Housing project. Services include but are not limited to preconstruction activities, including bidding procedures, preparation of bid documents, conducting pre-bid conferences and bid evaluation, as well as construction phase activities, including pre-construction conferences, coordination of contracts, construction staging areas, review of drawing submittals, requests for information, samples, product data, change orders and other procedures.

Pursuant to California Code section 53060 the District may contract with any persons for the purpose of providing special services, if such persons are specially trained and experienced to perform such services. Tilden Coil Constructors currently provides the program management services for the District's Measure CC Bond program.

Period: The time period will be from March 1, 2025 through September 29, 2028.

FISCAL IMPACT
The total contract sum shall be in the not-to-exceed amount of $4,918,457; this amount will be funded from the Student Housing Budget. Tilden Coil Constructors is headquartered in Riverside, CA.

File Attachments
PW2500000018 CM Services for Student Housing Project Revised (2025-03-18) - signed.pdf (891 KB)

All items may be approved by adoption of the Consent Calendar, individually and collectively by one (1) motion. There will be no separate discussion of these items unless Members of the Board of Trustees, the public, or staff request that specific items be removed from the Consent Calendar for separate discussion and action.

Motion & Voting

It is recommended that the Board of Trustees approve Consent Agenda Items 3.01 through 3.10, 4.01 through 4.21, 5.01 through 5.10, and 6.01 [student trustee advisory vote: aye]

Motion by Zurich Lewis, second by James Cody Birkey.
Final Resolution: Motion Carries
Aye: James Cody Birkey, Dawn Green, Zurich Lewis, Mariana Pacheco, Mariana Rios, Sandra Salazar
Absent: Shin Liu

4. Consent Items - Office of Business Services

Subject	**4.20 Consideration of Ratification of the Contract with WRD Consulting Group, LLC for the External Grant Evaluation Services for 2024 Title V, Part A – Developing Hispanic-Serving Institutions (DHSI) Grant**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Action (Consent)
Recommended Action	It is recommended that the Board of Trustees ratify the agreement with WRD Consulting Group, LLC for the External Grant Evaluation Services for the 2024 Title V, Part A – Developing Hispanic Serving Institutions (DHSI) Grant.

Cerritos College annually contracts with various individuals, commercial firms, and other governmental agencies for the purpose of procuring or providing a variety of services.

SERVICES – NEW
WRD Consulting Group, LLC
External Grant Evaluation Services for 2024 Title V, Part A – Developing Hispanic-Serving Institutions (DHSI) Grant
Requested by Dr. Amber Hroch, Director, Institutional Effectiveness, Research and Planning, and Grants

Cerritos College wishes to ratify the agreement with WRD Consulting Group, LLC to provide external evaluation services for the new federal FY 2024 Title V, Part A DHSI Grant over the five-year funding period. Institutions receiving a Title III or Title V grant are required by federal regulations to conduct an external evaluation of their projects. WRD Consulting Group, LLC is one of the most experienced and successful Title III and Title V consulting agencies in the country. The firm has worked with over 150 colleges and universities, with enrollments ranging from fewer than 1,000 to more than 30,000 students.

Period: The time period will be from October 1, 2024 through September 30, 2029.

FISCAL IMPACT
The total contract amount is $200,000 and will be funded through the Mentoring, Access, Data, and Equity (MADE) Grant. No district general funds will be used.

File Attachments
C25000000305 WRD Consulting Group, LLC.pdf (531 KB)

All items may be approved by adoption of the Consent Calendar, individually and collectively by one (1) motion. There will be no separate discussion of these items unless Members of the Board of Trustees, the public, or staff request that specific items be removed from the Consent Calendar for separate discussion and action.

Motion & Voting

It is recommended that the Board of Trustees approve Consent Agenda Items 3.01 through 3.10, 4.01 through 4.21, 5.01 through 5.10, and 6.01 [student trustee advisory vote: aye]

Motion by Zurich Lewis, second by James Cody Birkey.
Final Resolution: Motion Carries
Aye: James Cody Birkey, Dawn Green, Zurich Lewis, Mariana Pacheco, Mariana Rios, Sandra Salazar
Absent: Shin Liu

4. Consent Items - Office of Business Services

Subject	**4.21 Make Budget Adjustments**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Action (Consent)
Recommended Action	It is recommended that the Board of Trustees approve budget adjustments as presented.

Page 1 reflects a budget adjustment for Business Services Hospitality. This adjustment will decrease the ending balance of the Unrestricted General Fund.

Page 2 is a revenue budget adjustment for Career Services. This adjustment has no effect on the ending balance of the Unrestricted General Fund-Instructional Material Fund.

Page 3 reflects revenue adjustments to set up budgets for Zero Textbook Costs, per the 2024-25 First Apportionment from the Chancellor's Office; Battery Workforce Challenge, per the Collaboration Plan with California State University, Los Angeles; and budget adjustments for Puente, per income received from the University of California Berkeley.

Pages 4 & 5 reflect budget adjustments for Culinary Arts. These adjustments will decrease the ending balance of the Other Special Revenue Fund – Culinary Arts.

Page 6 is a revenue adjustment for Deferred Maintenance. This adjustment does not affect the ending balance of the Capital Outlay Project Fund.

FISCAL IMPACT
The overall fiscal impact of these budget adjustments will decrease the ending balance of the Unrestricted General Fund, Other Special Revenue Fund – Culinary Arts, and have no impact on the Unrestricted General Fund-Instructional Materials Fund, Restricted General Fund, and Capital Outlay Projects Fund.

File Attachments
Attachment to Budget Adjustments_05-21-25_v2.pdf (124 KB)

All items may be approved by adoption of the Consent Calendar, individually and collectively by one (1) motion. There will be no separate discussion of these items unless Members of the Board of Trustees, the public, or staff request that specific items be removed from the Consent Calendar for separate discussion and action.

Motion & Voting

It is recommended that the Board of Trustees approve Consent Agenda Items 3.01 through 3.10, 4.01 through 4.21, 5.01 through 5.10, and 6.01 [student trustee advisory vote: aye]

Motion by Zurich Lewis, second by James Cody Birkey.
Final Resolution: Motion Carries
Aye: James Cody Birkey, Dawn Green, Zurich Lewis, Mariana Pacheco, Mariana Rios, Sandra Salazar
Absent: Shin Liu

5. Consent Items - Office of Human Resources

Subject	**5.01 Temporary Reassignment of Full-Time Faculty Member from 10-Month to 11-Month of Employment: Kelli Brooks**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Action (Consent)
Recommended Action	It is recommended that the Board of Trustees approve the extension of temporary reassignment of Ms. Kelli Brooks, full-time tenured faculty Professor from 10-month employment to 11-month employment, effective July 1, 2025 to June 30, 2026

It is recommended that Ms. Kelli Brooks be temporarily assigned to an 11-month employment contract.

The previous Nursing Program Director retired from The District effective June 30, 2018. In order to comply with the requirements of internal and external accreditors, Nursing Board, and regulatory agencies, Kelli Brooks has been appointed to continue the duties for the Nursing Program Director, which will include summer duties.

Dr. Elizabeth Riley, Dean, Health Occupations, and Dr. Frank Mixson, Vice President/Assistant Superintendent of Academic Affairs, reviewed and recommended approval of extension of temporary reassignment of Ms. Kelli Brooks, full-time tenured faculty, professor, from 10-months to 11-month employment, effective July 1, 2025 through June 30, 2026.

FISCAL IMPACT
The current annual cost to move from the 10-month to 11-month assignment is $19,610.70

All items may be approved by adoption of the Consent Calendar, individually and collectively by one (1) motion. There will be no separate discussion of these items unless Members of the Board of Trustees, the public, or staff request that specific items be removed from the Consent Calendar for separate discussion and action.

Motion & Voting

It is recommended that the Board of Trustees approve Consent Agenda Items 3.01 through 3.10, 4.01 through 4.21, 5.01 through 5.10, and 6.01 [student trustee advisory vote: aye]

Motion by Zurich Lewis, second by James Cody Birkey.
Final Resolution: Motion Carries
Aye: James Cody Birkey, Dawn Green, Zurich Lewis, Mariana Pacheco, Mariana Rios, Sandra Salazar
Absent: Shin Liu

5. Consent Items - Office of Human Resources

Subject	**5.02 Extension of Temporary Reassignment of Full-Time Faculty Member from 10-Month to 11-Month of Employment: Diane Loera**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Action (Consent)
Recommended Action	It is recommended that the Board of Trustees approve the extension of temporary reassignment of Ms. Diane Loera, full-time tenured faculty Professor from 10-month employment to 11-month employment, effective July 1, 2025 to June 30, 2026

It is recommended that Ms. Diane Loera be temporarily assigned to an 11-month employment contract.

In order to comply with the requirements of internal and external accreditors, the Dental Hygiene Board of California (DHCB) and regulatory agencies, Diane Loera has been appointed to assume the duties for the Dental Hygiene Program Director to include the additional summer work.

Dr. Elizabeth Riley, Dean, Health Occupations, and Dr. Frank Mixson, Vice President/Assistant Superintendent of Academic Affairs, reviewed and recommended approval of extension of temporary reassignment of Ms. Diane Loera, full-time tenured faculty, professor, from 10-months to 11-month employment, effective July 1, 2025 through June 30, 2026.

FISCAL IMPACT
The current annual cost to move from the 10-month to 11-month assignment is $19,610.70

All items may be approved by adoption of the Consent Calendar, individually and collectively by one (1) motion. There will be no separate discussion of these items unless Members of the Board of Trustees, the public, or staff request that specific items be removed from the Consent Calendar for separate discussion and action.

Motion & Voting

It is recommended that the Board of Trustees approve Consent Agenda Items 3.01 through 3.10, 4.01 through 4.21, 5.01 through 5.10, and 6.01 [student trustee advisory vote: aye]

Motion by Zurich Lewis, second by James Cody Birkey.
Final Resolution: Motion Carries
Aye: James Cody Birkey, Dawn Green, Zurich Lewis, Mariana Pacheco, Mariana Rios, Sandra Salazar
Absent: Shin Liu

5. Consent Items - Office of Human Resources

Subject	**5.03 Request for Reduced Workload Prior to Retirement Pursuant to the Provisions of Administrative Procedure 7210 and Education Code Section 87483**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Action (Consent)
Recommended Action	It is recommended that the Board of Trustees approve the attached request for reduced workload prior to retirement, as presented for those listed.

The following listed employee(s) have requested a reduced workload prior to retirement.

FISCAL IMPACT

No additional financial effect. This is budgeted in the General Fund.

File Attachments
Raul Valenzuela - REDUCE WORKLOAD REVISION - signed.pdf (386 KB)
Angela M Beck - Application for Reduced Workload - signed.pdf (242 KB)
Full-Time Tenured Faculty Reduced Workload Plans Beginning Fall 2025.pdf (126 KB)

All items may be approved by adoption of the Consent Calendar, individually and collectively by one (1) motion. There will be no separate discussion of these items unless Members of the Board of Trustees, the public, or staff request that specific items be removed from the Consent Calendar for separate discussion and action.

Motion & Voting

It is recommended that the Board of Trustees approve Consent Agenda Items 3.01 through 3.10, 4.01 through 4.21, 5.01 through 5.10, and 6.01 [student trustee advisory vote: aye]

Motion by Zurich Lewis, second by James Cody Birkey.
Final Resolution: Motion Carries
Aye: James Cody Birkey, Dawn Green, Zurich Lewis, Mariana Pacheco, Mariana Rios, Sandra Salazar
Absent: Shin Liu

5. Consent Items - Office of Human Resources

Subject	**5.04 Changes to the Short-Term Hourly Salary Schedule**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Action (Consent)
Recommended Action	It is recommended that the Board of Trustees approve the adjustment of the short-term hourly rate effective June 1, 2025

The employment of short-term hourly positions is under the restrictions stipulated by Education Code §88003. The employment of a short-term hourly position would be as needed but not to exceed 25 hours in a week and 960 hours in a budget year; the maximum number of days would be 175 in a budget year.
The Vice President of Human Resources, in partnership with the Vice President of Student Services, has reviewed the position offerings for the District's Student Health Services. It is recommended that the salaries and positions be upgraded, as identified, to support state mandates, funding obligations, and industry salary rates.

File Attachments
STH Salary Schedule 2025-05 Text 1.pdf (112 KB)

All items may be approved by adoption of the Consent Calendar, individually and collectively by one (1) motion. There will be no separate discussion of these items unless Members of the Board of Trustees, the public, or staff request that specific items be removed from the Consent Calendar for separate discussion and action.

Motion & Voting

It is recommended that the Board of Trustees approve Consent Agenda Items 3.01 through 3.10, 4.01 through 4.21, 5.01 through 5.10, and 6.01 [student trustee advisory vote: aye]

Motion by Zurich Lewis, second by James Cody Birkey.
Final Resolution: Motion Carries
Aye: James Cody Birkey, Dawn Green, Zurich Lewis, Mariana Pacheco, Mariana Rios, Sandra Salazar
Absent: Shin Liu

5. Consent Items - Office of Human Resources

Subject	**5.05 Work Calendar for the 2025-2026 Fiscal Year for Classified Bargaining Unit, Management, and Confidential Employees**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Action (Consent)
Recommended Action	It is recommended that the Board of Trustees approve the attached 2025-2026 Work Calendar for classified bargaining unit, management, and confidential employees.

The Board of Trustees annually approves a work calendar for classified, management, and confidential employees. The 2025-2026 Work Calendar establishes the workdays and designated mandated and Board Approved Holidays for the 2025-2026 fiscal year for classified bargaining unit, management, and confidential employees. The information in the Work Calendar is required by the Los Angeles County Office of Education (LACOE) system to generate payrolls for these employees. Workday information is also required by CalSTRS and CalPERS guidelines. CSEA leadership has reviewed the proposed work calendar and supports its implementation.

In accordance with the provisions of Article 7.13 of the CSEA-District Collective Bargaining Agreement, the District shall provide 18 paid holidays to eligible bargaining unit employees in accordance with the terms and conditions of this Article. The mandated paid holidays for bargaining unit members shall be prescribed in the Annual Work Calendar prepared by the Office of Human Resources. The annual holiday observation dates will be established in accordance with the California Community Colleges Chancellor's Office and consultation between the District and CSEA representatives. The eight Board Approved Holidays are: Friday after Thanksgiving in lieu of Admissions Day, four days following Christmas, and the Friday of Spring Break.

The State Chancellor's Office for California Community Colleges notifies Districts of the mandated holiday dates based on Education Code §79020. There are 11 mandated holidays for 2023-24: Independence Day, Labor Day, Veterans Day, Thanksgiving Day, Christmas Day, New Year's Day, Dr. Martin Luther King Jr. Day, Abraham Lincoln Day, George Washington Day, Memorial Day, and Juneteenth.

Attached is the proposed 2025-2026 Work Calendar for classified bargaining unit, management, and confidential employees. This calendar indicates the mandated and local holidays proposed for the 2025-2026 fiscal year in accordance with the provisions of the State Education Code, CSEA-District Collective Bargaining Agreement, and consistent with Board-approved holidays normally scheduled for these employee groups.

FISCAL IMPACT

No Fiscal Impact.

File Attachments
Work Calendar 2025-2026 Final.pdf (115 KB)

All items may be approved by adoption of the Consent Calendar, individually and collectively by one (1) motion. There will be no separate discussion of these items unless Members of the Board of Trustees, the public, or staff request that specific items be removed from the Consent Calendar for separate discussion and action.

Motion & Voting

It is recommended that the Board of Trustees approve Consent Agenda Items 3.01 through 3.10, 4.01 through 4.21, 5.01 through 5.10, and 6.01 [student trustee advisory vote: aye]

Motion by Zurich Lewis, second by James Cody Birkey.
Final Resolution: Motion Carries
Aye: James Cody Birkey, Dawn Green, Zurich Lewis, Mariana Pacheco, Mariana Rios, Sandra Salazar
Absent: Shin Liu

5. Consent Items - Office of Human Resources

Subject	**5.06 Board Resolution #25-0521D, to Recognize the Week of May 18-24, 2025, as Classified School Employee Week in California, as Designated by the California School Employees Association and the California State Legislature**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Action (Consent)
Recommended Action	It is recommended that the Board of Trustees adopt the attached Resolution #25-0521D and designate the week of May 18 through May 24, 2025, as Classified School Employee Week to recognize and honor the contributions of the Cerritos Community College District's classified professionals.

The third full week of May (May 18 through May 24) has been designated as Classified School Employee Week in California by the California School Employees Association and the California State Legislature.

Classified personnel employed by the District provide valuable services and strive for excellence in all areas relative to the educational community. The Board may elect to designate the week of May 18 through May 24, 2025, as Classified School Employee Week, to recognize the efforts of the classified school employees of the Cerritos Community College District.

No Fiscal Impact

File Attachments
HR CSEA Week Resolution 2025 (1).pdf (120 KB)

All items may be approved by adoption of the Consent Calendar, individually and collectively by one (1) motion. There will be no separate discussion of these items unless Members of the Board of Trustees, the public, or staff request that specific items be removed from the Consent Calendar for separate discussion and action.

Motion & Voting

It is recommended that the Board of Trustees approve Consent Agenda Items 3.01 through 3.10, 4.01 through 4.21, 5.01 through 5.10, and 6.01 [student trustee advisory vote: aye]

Motion by Zurich Lewis, second by James Cody Birkey.
Final Resolution: Motion Carries
Aye: James Cody Birkey, Dawn Green, Zurich Lewis, Mariana Pacheco, Mariana Rios, Sandra Salazar
Absent: Shin Liu

5. Consent Items - Office of Human Resources

Subject	**5.07 Resolution No. 25-0521E recognizing Asian Pacific American Heritage Month for the Month of May**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Action (Consent)
Recommended Action	It is recommended the Board of Trustees adopt Resolution No. 25-0521E Recognizing Asian Pacific American Heritage Month for the Month of May.

File Attachments
25-0521E Resolution - Recognition of Asian Pacific Islander Desi American (APIDA) Awareness Month Heritage Month.pdf (84 KB)

All items may be approved by adoption of the Consent Calendar, individually and collectively by one (1) motion. There will be no separate discussion of these items unless Members of the Board of Trustees, the public, or staff request that specific items be removed from the Consent Calendar for separate discussion and action.

Motion & Voting

It is recommended that the Board of Trustees approve Consent Agenda Items 3.01 through 3.10, 4.01 through 4.21, 5.01 through 5.10, and 6.01 [student trustee advisory vote: aye]

Motion by Zurich Lewis, second by James Cody Birkey.
Final Resolution: Motion Carries
Aye: James Cody Birkey, Dawn Green, Zurich Lewis, Mariana Pacheco, Mariana Rios, Sandra Salazar
Absent: Shin Liu

5. Consent Items - Office of Human Resources

Subject	**5.08 Employment of Classified, Short-Term, Substitute, Professional Expert, and/or Student Hourly as needed for the 2024-2025 & 2025-2026 Academic Year.**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Action (Consent)
Recommended Action	It is recommended that the Board of Trustees approve and/or ratify the employment of classified, short-term, substitute, professional expert, and/or student hourly personnel.

The following attachment of classified, short-term substitute, professional expert, and/or student hourly personnel is submitted for approval and/or ratification of employment.

The Office of Human Resources has received and completed the processing of Employment Request forms for the employment of classified, short-term, substitute, professional expert, and/or student hourly personnel as indicated on the following attached.

All requirements for employment processing have been completed and the Office of Human Resources has cleared the individuals for employment.

FISCAL IMPACT
No additional financial effect. This is budgeted in the General Fund. Some positions are Categorically or Specially funded as indicated.

File Attachments
New-Hires_Classified-Hourly_05-21-2025 revised.pdf (133 KB)

All items may be approved by adoption of the Consent Calendar, individually and collectively by one (1) motion. There will be no separate discussion of these items unless Members of the Board of Trustees, the public, or staff request that specific items be removed from the Consent Calendar for separate discussion and action.

Motion & Voting

It is recommended that the Board of Trustees approve Consent Agenda Items 3.01 through 3.10, 4.01 through 4.21, 5.01 through 5.10, and 6.01 [student trustee advisory vote: aye]

Motion by Zurich Lewis, second by James Cody Birkey.
Final Resolution: Motion Carries
Aye: James Cody Birkey, Dawn Green, Zurich Lewis, Mariana Pacheco, Mariana Rios, Sandra Salazar
Absent: Shin Liu

5. Consent Items - Office of Human Resources

Subject	**5.09 Employment of Faculty Personnel as needed for Summer Session 2025**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Action (Consent)
Recommended Action	It is recommended that the Board of Trustees approve the employment of temporary and/or substitute hourly faculty personnel as needed for summer 2025.

The Office of Human Resources has received and completed the processing of employment request forms for the employment of temporary and/or substitute hourly faculty personnel as indicated on the attach list.

All requirements for employment processing have been completed and the Office of Human Resources cleared the individuals for employment.

FISCAL IMPACT
No additional financial effect. This is budgeted in the General Fund.

File Attachments
New-Hires_PT-Faculty_Summer 2025_05-21-2025.pdf (137 KB)

All items may be approved by adoption of the Consent Calendar, individually and collectively by one (1) motion. There will be no separate discussion of these items unless Members of the Board of Trustees, the public, or staff request that specific items be removed from the Consent Calendar for separate discussion and action.

Motion & Voting

It is recommended that the Board of Trustees approve Consent Agenda Items 3.01 through 3.10, 4.01 through 4.21, 5.01 through 5.10, and 6.01 [student trustee advisory vote: aye]

Motion by Zurich Lewis, second by James Cody Birkey.
Final Resolution: Motion Carries
Aye: James Cody Birkey, Dawn Green, Zurich Lewis, Mariana Pacheco, Mariana Rios, Sandra Salazar
Absent: Shin Liu

5. Consent Items - Office of Human Resources

Subject	**5.10 Ratification of Employee Resignations (Including Separations and Retirements) Accepted by the President/Superintendent**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Action (Consent)
Recommended Action	It is recommended that the Board of Trustees ratify the attached list of resignations accepted by the President/Superintendent according to Board Policy 7350.

The employees listed below have given notice of their separation from employment. The Office of Human Resources received the notices and informed the President. The President accepted the resignations and provided written notification to each employee in accordance with Board Policy 7350.

FISCAL IMPACT
No Fiscal Impact.

File Attachments
Employee-Separations_05-21-2025.pdf (177 KB)

All items may be approved by adoption of the Consent Calendar, individually and collectively by one (1) motion. There will be no separate discussion of these items unless Members of the Board of Trustees, the public, or staff request that specific items be removed from the Consent Calendar for separate discussion and action.

Motion & Voting

It is recommended that the Board of Trustees approve Consent Agenda Items 3.01 through 3.10, 4.01 through 4.21, 5.01 through 5.10, and 6.01 [student trustee advisory vote: aye]

Motion by Zurich Lewis, second by James Cody Birkey.
Final Resolution: Motion Carries
Aye: James Cody Birkey, Dawn Green, Zurich Lewis, Mariana Pacheco, Mariana Rios, Sandra Salazar
Absent: Shin Liu

6. Consent Items - Office of the President

Subject	**6.01 Minutes**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Action (Consent)
Recommended Action	It is recommended the Board of Trustees approve the minutes of April 2, 2025 and May 7, 2025 board meetings.

File Attachments
05-07-25 Minutes.pdf (138 KB)
04-02-25 Minutes.pdf (162 KB)

All items may be approved by adoption of the Consent Calendar, individually and collectively by one (1) motion. There will be no separate discussion of these items unless Members of the Board of Trustees, the public, or staff request that specific items be removed from the Consent Calendar for separate discussion and action.

Motion & Voting

It is recommended that the Board of Trustees approve Consent Agenda Items 3.01 through 3.10, 4.01 through 4.21, 5.01 through 5.10, and 6.01 [student trustee advisory vote: aye]

Motion by Zurich Lewis, second by James Cody Birkey.
Final Resolution: Motion Carries
Aye: James Cody Birkey, Dawn Green, Zurich Lewis, Mariana Pacheco, Mariana Rios, Sandra Salazar
Absent: Shin Liu

7. Information Items

Subject	**7.01 Associated Students Cerritos College (ASCC) Financial Report for the Period Ending March 31, 2025**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Information

The ASCC Financial Report for the period ending March 31, 2025, is attached.

Page 1 is the Combined Balance Sheet listing all Associated Students, Clubs & Trust, and Scholarships & Loan Fund account balances.

Page 2 is the Combined Statement of Revenues, Expenditures, and changes in fund balance for budget and actual revenues and expenditures. ASCC generated a revenue of $724,186.08 and total expenditures of $580,135.10, which resulted in a surplus of $144,050.98.

Page 3 is the Budget Summary graphic depiction of actual revenues and expenditures. Sources of income are: 1) College Services Fees (CCSA); 2) Student Store; 3) Commissions (Vending and Food Court); 4) Fine Arts/Athletics; and 5) Interest and Other Income.

FISCAL IMPACT
No general funds will be used.

File Attachments
ASCC-FINANCIAL(03-31-25) QB.pdf (159 KB)

7. Information Items

Subject	**7.02 College Coordinating Committee Fall 2024 and Spring 2025 Minutes**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Information

The Board of Trustees will receive and file the following College Coordinating Committee Minutes:

- November 4, 2024
- February 10, 2025
- February 24, 2025
- March 3, 2025
- March 10, 2025
- March 24, 2025
- April 7, 2025
- April 21, 2025
- April 28, 2025
- May 5, 2025

File Attachments
2024-11-04 Coordinating Committee Approved Minutes.pdf (143 KB)
2025-02-10 Coordinating Committee Approved Minutes.pdf (136 KB)
2025-02-24 Coordinating Committee Approved Minutes.pdf (189 KB)
2025-03-03 Coordinating Committee Approved Minutes.pdf (132 KB)
2025-03-10 Coordinating Committee Approved Minutes.pdf (173 KB)
2025-03-24 Coordinating Committee Approved Minutes.pdf (121 KB)
2025-04-07 Coordinating Committee Approved Minutes.pdf (124 KB)
2025-04-21 Coordinating Committee Approved Minutes.pdf (182 KB)
2025-04-28 Coordinating Committee Approved Minutes.pdf (170 KB)
2025-05-05 Coordinating Committee Approved Minutes.pdf (121 KB)

7. Information Items

Subject	**7.03 Revised and New Administrative Procedures: 3410, 3430, 3435, 4022, 4100, 4105, 4250, 4255, 5013, 5040, 5150, 5200, 5300, 6340, 6400, 6540, 6750, 7130, 7216**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Information

According to Board Policy 2410 (Policy and Administrative Procedure), administrative procedures are to be issued by the President/Superintendent as statements of method to be used in implementing Board Policy. Such administrative procedures shall be consistent with the Board Policy. Administrative procedures may be revised as deemed necessary by the President/Superintendent.

The continuous review cycle adopted by the College Coordinating Committee incorporates an annual review of policies and procedures to incorporate biannual legal updates provided by the Community College League of California and a six-year comprehensive review for all policies and procedures. The College Coordinating Committee approved the revised Administrative Procedures listed below.

March 24, 2025
Administrative Procedure 6340 titled Bids and Contracts
The Administrative Procedure was updated to include contracts through the Chancellor's Office CollegeBuys Program and update bid specifications.

Administrative Procedure 6400 titled Financial Audits
The Administrative Procedure was updated to clarify the submission of an audit report to the Chancellor's Office.

Administrative Procedure 6540 titled Insurance
The Administrative Procedure was updated to remove the requirement to obtain worker's compensation coverage and actuarial evaluation of future annual costs of health and welfare benefits.

April 7, 2025
Administrative Procedure 3410 titled Nondiscrimination
The Administrative Procedure was updated to include nondiscrimination in hiring practices.

Administrative Procedure 3430 titled Prohibition of Harassment
The Administrative Procedure was updated to include a statement differentiating procedures of harassment based on sex and those found within the procedure.

Administrative Procedure 3435 titled Discrimination and Harassment Investigations
The Administrative Procedure was revised to align with Title 5 regulation updates and deadlines of complaints with statute of limitations allowed under the Fair Employment and Housing Act.

Administrative Procedure 4022 titled Course Approval
The Administrative Procedure was updated to include noncredit course approval requirements.

Administrative Procedure 4105 titled Distance Education
The Administrative Procedure was updated to align with revisions to Title 5 regulations.

Administrative Procedure 5013 titled Students in the Military
The Administrative Procedure was revised to align with amendments to Title 38 regarding residencies determinations for students with military or veteran status.

Administrative Procedure 5040 titled Student Records, Directory Information, and Privacy
The Administrative Procedure was updated to include a process for students, staff, and faculty to declare an affirmed name, gender, or both pursuant to changes in the Education Code.

Administrative Procedure 5150 titled Extended Opportunity Programs and Services
The Administrative Procedure was updated to reflect current practices and procedures for the EOPS program.

Administrative Procedure 5200 titled Student Health Services
The Administrative Procedure was updated to reflect current practices and procedures within the Student Health Services including services, personnel, and documentation.

Administrative Procedure 5300 titled Student Equity Plan
The Administrative Procedure was revised to correct a reference to foundational skills.

Administrative Procedure 7216 titled Academic Employees: Grievance Procedures for Contract Decisions:
The Administrative Procedure was created to fulfill a legally required procedure and to integrate current CCD Policy 7221, adopted February 1995.

April 21, 2025
Administrative Procedure 4100 titled Graduate Requirements for Degrees and Certificates of Achievement
The Administrative Procedure was revised to align with changes to Title 5 regulations.

Administrative Procedure 4250 titled Probation
The Administrative Procedure was revised to add definitions pertaining to progress probation and include language on data reporting.

Administrative Procedure 4255 titled Dismissal and Readmission
The Administrative Procedure was revised to add Standards of Dismissal.

Administrative Procedure 6750 titled Parking and Traffic-Related Items
The Administrative Procedure was revised to reflect current practices related to parking permits and reservation of parking spaces.

Administrative Procedure 7130 titled Compensation
The Administrative Procedure was updated to integrate current Cerritos CCD Policy 7021 titled tax-sheltered annuities adopted 03/02/1993 with minor corrections to bring the practices up to date.

FISCAL IMPACT
No Fiscal Impact

File Attachments
AP 6340 - Draft Revisions.pdf (212 KB)
AP 6400 - Draft Revisions.pdf (133 KB)
AP 6540 - Draft Revisions.pdf (153 KB)
AP 4105 -Draft Revisions.pdf (194 KB)
AP 4022 - Draft Revisions.pdf (158 KB)
AP 3410 - Draft Revisions.pdf (115 KB)
AP 3430 - Draft Revisions.pdf (132 KB)
AP 3435 - Draft Revisions.pdf (282 KB)
AP 5013 - Draft Revisions.pdf (137 KB)
AP 5040 - Draft Revisions.pdf (184 KB)
AP 5150 - Draft Revisions.pdf (149 KB)
AP 5200 - Draft Revisions.pdf (169 KB)
AP 5300 - Draft Revisions.pdf (147 KB)
AP 7216 - NEW.pdf (109 KB)
AP 4100 - Draft Revisions.pdf (186 KB)
AP 4250 - Draft Revisions.pdf (133 KB)
AP 6750 - Draft Revisions.pdf (174 KB)
AP 7130 - Draft Revisions.pdf (156 KB)
AP 4255 - Draft Revisions.pdf (140 KB)

7. Information Items

Subject	**7.04 Review of Board Policies: BP 5110, BP 5120, BP 5170, 5205, 5300, 6307, 6400, 6750, and 7160**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Information

According to Board Policy 2410 (Policy and Administrative Procedure), the Board of Trustee shall review the policies on a regularly scheduled basis to be completed no later than one year prior to the regularly scheduled accreditation site visit. The next site visit is scheduled for Spring 2027. The policies and procedures are reviewed by the College Coordinating Committee before they are presented to the Board to afford all constituent groups an opportunity for input and to ensure accuracy with current District practices.

The Coordinating Committee Reviewed the following Board Policies and there were no changes. The policies are presented to the Board of Trustees to review and file as presented.

BP 5110
BP 5120
BP 5170
BP 5205
BP 5300
BP 6307
BP 6400
BP 6750
BP 7160

FISCAL IMPACT
No Fiscal Impact

File Attachments
BP 5110 - Review.pdf (121 KB)
BP 5120 - Review.pdf (122 KB)
BP 5170 - Review.pdf (101 KB)
BP 5205 - Review.pdf (106 KB)
BP 5300 - Review.pdf (101 KB)
BP 6307 - Review.pdf (108 KB)
BP 6400 - Review.pdf (106 KB)
BP 6750 - Review.pdf (105 KB)
BP 7160 - Review.pdf (103 KB)

7. Information Items

Subject	**7.05 First Reading Revised Board Policy 4100 titled Graduate Requirements for Degrees and Certificates of Achievement**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Information

According to Board Policy 2410 (Policy and Administrative Procedure), the President/Superintendent has authority to make minor corrections such as legal reference updates and non-substantive revisions to the Board Policies to ensure they remain accurate. Any additional changes will be submitted to the Board for review and adoption.

Board Policy 4100 was updated to remove the requirement regarding publishing graduation requirements in the District's catalog pursuant to changes in Title 5 regulations. The College Coordinating Committee reviewed and discussed the revisions to the policy at its April 21, 2025 meeting to afford all constituent groups an opportunity for input. It is recommended that the Board of Trustees review and discuss the revisions during this first reading.

FISCAL IMPACT
No Fiscal Impact

File Attachments
BP 4100 - Draft Revisions.pdf (128 KB)

7. Information Items

Subject	**7.06 First Reading Revised Board Policy 4235 titled Credit for Prior Learning**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Information

According to Board Policy 2410 (Policy and Administrative Procedure), the President/Superintendent has authority to make minor corrections such as legal reference updates and non-substantive revisions to the Board Policies to ensure they remain accurate. Any additional changes will be submitted to the Board for review and adoption.

Board Policy 4235 was updated to expand the criteria for reports submitted to the Chancellor's Office include race, age, gender, and other characteristics. The College Coordinating Committee reviewed and discussed the revisions to the policy at its April 21, 2025 meeting to afford all constituent groups an opportunity for input. It is recommended that the Board of Trustees review and discuss the revisions during this first reading.

FISCAL IMPACT
No Fiscal Impact

File Attachments
BP 4235 - Draft Revisions.pdf (133 KB)

7. Information Items

Subject	**7.07 First Reading Revised Board Policy 4250 titled Probation, Dismissal, and Readmission**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Information

According to Board Policy 2410 (Policy and Administrative Procedure), the President/Superintendent has authority to make minor corrections such as legal reference updates and non-substantive revisions to the Board Policies to ensure they remain accurate. Any additional changes will be submitted to the Board for review and adoption.

Board Policy 4250 was updated to increase academic probation to three semesters and include language on data reporting. The College Coordinating Committee reviewed and discussed the revisions to the policy at its April 21, 2025 meeting to afford all constituent groups an opportunity for input. It is recommended that the Board of Trustees review and discuss the revisions during this first reading.

FISCAL IMPACT
No Fiscal Impact

File Attachments
BP 4250 - Draft Revisions.pdf (135 KB)

7. Information Items

Subject	**7.08 First Reading Revised Board Policy 5040 titled Student Records, Directory Information, and Privacy**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Information

According to Board Policy 2410 (Policy and Administrative Procedure), the President/Superintendent has authority to make minor corrections such as legal reference updates and non-substantive revisions to the Board Policies to ensure they remain accurate. Any additional changes will be submitted to the Board for review and adoption.

Board Policy 5040 was updated to include a process for students, staff, and faculty to declare an affirmed name, gender, or both pursuant to changes in Education Code. The College Coordinating Committee reviewed and discussed the revisions to the policy at its April 7, 2025 meeting to afford all constituent groups an opportunity for input. It is recommended that the Board of Trustees review and discuss the revisions during this first reading.

FISCAL IMPACT
No Fiscal Impact

File Attachments
BP 5040 - Draft Revisions.pdf (139 KB)

7. Information Items

Subject	**7.09 First Reading Revised Board Policy 5050 titled Student Success and Support Program**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Information

According to Board Policy 2410 (Policy and Administrative Procedure), the President/Superintendent has authority to make minor corrections such as legal reference updates and non-substantive revisions to the Board Policies to ensure they remain accurate. Any additional changes will be submitted to the Board for review and adoption.

Board Policy 5050 titled Student Success and Support Program was revised to affirm the District's commitment to diversity, equity, and inclusion and to establish procedures to implement services to comply with Title 5 regulations. The College Coordinating Committee reviewed and discussed the revisions to the policy at its April 7, 2025 meeting to afford all constituent groups an opportunity for input. It is recommended that the Board of Trustees review and discuss the revisions during this first reading.

FISCAL IMPACT
No Fiscal Impact

File Attachments
BP 5050 - Draft Revisions.pdf (128 KB)

7. Information Items

Subject	**7.10 First Reading Revised Board Policy 5150 titled Extended Opportunity Programs and Services**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Information

According to Board Policy 2410 (Policy and Administrative Procedure), the President/Superintendent has authority to make minor corrections such as legal reference updates and non-substantive revisions to the Board Policies to ensure they remain accurate. Any additional changes will be submitted to the Board for review and adoption.

Board Policy 5150 titled Extended Opportunity Programs and Services was modified to reflect current practices and procedures for the EOPS program. The College Coordinating Committee reviewed and discussed the revisions to the policy at its April 7, 2025 meeting to afford all constituent groups an opportunity for input. It is recommended that the Board of Trustees review and discuss the revisions during this first reading.

FISCAL IMPACT
No Fiscal Impact

File Attachments
BP 5150 - Draft Revisions.pdf (109 KB)

7. Information Items

Subject	**7.11 First Reading Revised Board Policy 5160 titled Career and Assessment Services**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Information

According to Board Policy 2410 (Policy and Administrative Procedure), the President/Superintendent has authority to make minor corrections such as legal reference updates and non-substantive revisions to the Board Policies to ensure they remain accurate. Any additional changes will be submitted to the Board for review and adoption.

Board Policy 5160 titled Career and Assessment Services was updated to reflect the current title and practices of the Career Services Department. The College Coordinating Committee reviewed and discussed the revisions to the policy at its April 7, 2025 meeting to afford all constituent groups an opportunity for input. It is recommended that the Board of Trustees review and discuss the revisions during this first reading.

FISCAL IMPACT
No Fiscal Impact

File Attachments
BP 5160 - Draft Revisions.pdf (102 KB)

7. Information Items

Subject	**7.12 First Reading Revised Board Policy 5200 titled Student Health Services**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Information

According to Board Policy 2410 (Policy and Administrative Procedure), the President/Superintendent has authority to make minor corrections such as legal reference updates and non-substantive revisions to the Board Policies to ensure they remain accurate. Any additional changes will be submitted to the Board for review and adoption.

Board Policy 5200 titled Student Health Services was revised to reflect current practices and procedures for the Student Health Center in terms of scope of services, personnel, and documentation of medical records. The College Coordinating Committee reviewed and discussed the revisions to the policy at its April 7, 2025 meeting to afford all constituent groups an opportunity for input. It is recommended that the Board of Trustees review and discuss the revisions during this first reading.

FISCAL IMPACT
No Fiscal Impact

File Attachments
BP 5200 - Draft Revisions.pdf (101 KB)

7. Information Items

Subject	**7.13 First Reading Revised Board Policy 5210 titled Communicable Disease**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Information

According to Board Policy 2410 (Policy and Administrative Procedure), the President/Superintendent has authority to make minor corrections such as legal reference updates and non-substantive revisions to the Board Policies to ensure they remain accurate. Any additional changes will be submitted to the Board for review and adoption.

Board Policy 5210 titled Communicable Disease was revised to correct terminology from infectious to communicable disease. The College Coordinating Committee reviewed and discussed the revisions to the policy at its April 7, 2025 meeting to afford all constituent groups an opportunity for input. It is recommended that the Board of Trustees review and discuss the revisions during this first reading.

FISCAL IMPACT
No Fiscal Impact

File Attachments
BP 5210 - Draft Revisions.pdf (116 KB)

7. Information Items

Subject	**7.14 First Reading Revised Board Policy 6340 titled Bids and Contracts**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Information

According to Board Policy 2410 (Policy and Administrative Procedure), the President/Superintendent has authority to make minor corrections such as legal reference updates and non-substantive revisions to the Board Policies to ensure they remain accurate. Any additional changes will be submitted to the Board for review and adoption.

Board Policy 6340 titled Bids and Contracts was updated to include contracts through the Chancellor's Office CollegeBuys Program and to update bid specifications. The College Coordinating Committee reviewed and discussed the revisions to the policy at its March 24, 2025 meeting to afford all constituent groups an opportunity for input. It is recommended that the Board of Trustees review and discuss the revisions during this first reading.

FISCAL IMPACT
No Fiscal Impact

File Attachments
BP 6340 - Draft Revisions.pdf (119 KB)

7. Information Items

Subject	**7.15 First Reading Revised Board Policy 6540 titled Insurance**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Information

According to Board Policy 2410 (Policy and Administrative Procedure), the President/Superintendent has authority to make minor corrections such as legal reference updates and non-substantive revisions to the Board Policies to ensure they remain accurate. Any additional changes will be submitted to the Board for review and adoption.

Board Policy 6540 titled Insurance was updated to remove the requirement to obtain worker's compensation coverage and actuarial evaluation of future annual costs of health and welfare benefits. The College Coordinating Committee reviewed and discussed the revisions to the policy at its March 24, 2025 meeting to afford all constituent groups an opportunity for input. It is recommended that the Board of Trustees review and discuss the revisions during this first reading.

FISCAL IMPACT
No Fiscal Impact

File Attachments
BP 6540 - Draft Revisions.pdf (112 KB)

7. Information Items

Subject	**7.16 First Reading Revised Board Policy 7100 titled Commitment to Diversity**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Information

According to Board Policy 2410 (Policy and Administrative Procedure), the President/Superintendent has authority to make minor corrections such as legal reference updates and non-substantive revisions to the Board Policies to ensure they remain accurate. Any additional changes will be submitted to the Board for review and adoption.

Board Policy 7100 was revised to add language to affirm the Board of Trustees commitment to diversity, equity, and inclusion. The College Coordinating Committee reviewed and discussed the revisions to the policy at its April 21, 2025 meeting to afford all constituent groups an opportunity for input. It is recommended that the Board of Trustees review and discuss the revisions during this first reading.

FISCAL IMPACT
No Fiscal Impact

File Attachments
BP 7100 - Revised.pdf (104 KB)

8. Administrative Items

Subject	**8.01 Consideration of Approval to Award Construction Management Services Agreement to Tilden Coil Constructors for the District's Bond Construction Management Services**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Action
Recommended Action	It is recommended that the Board of Trustees award and authorize the District to enter into Construction Management Services Agreement ("Agreement") with Tilden Coil Constructors of Riverside, California for the purpose of providing construction management services for the District's Measure CC Bond Program.

On December 17, 2024, the District released Request for Qualifications (RFQ) No. 2500000007, Bond Construction Management Services. The purpose of the RFQ was to seek qualifications from companies that could perform Bond Construction Management Services for the Measure CC bond that was approved on November 8, 2022.

A company selected would enter into a contract with the College through the College's standard Construction Management Services Agreement ("Agreement"). The Agreement contains the general terms and conditions under which the company would perform bond construction management services to the College; a task order would be issued that is specific to each project. The term of the agreement will be from March 1, 2025 through March 1, 2030.

A company selected to provide construction management services for Cerritos College's bond program would be required to provide services, including but not limited to, prepare project charter for review by the District; work with District staff and architects to develop and refine designs to correlate design and scope to project budget at each phase of the project; assist with verification of site conditions; perform constructability reviews at appropriate stages of design; assist in segregating bid packages for maximum cost effectiveness; advise District staff regarding owner-supplied equipment and other potential cost-saving measures; report to District staff on the status of design and State and local agency approvals versus the approved schedule; assist in obtaining all necessary approvals; attend meetings as required; assist the District staff and other consultants (architects, engineers, etc.) in the development of the initial budget and budget updates for each project; work with District staff in conducting pre-bid conferences; conduct pre-construction conferences; assist with prequalification and the evaluation of responses; participate in the bidding process and reporting to District staff on bid results; assist in addressing any bid protests and District responses; and assist District staff in coordinating contracts with selected low bidders, including evaluation of bonds, insurance, conformance with DIR requirements, and DVBE compliance, as appropriate.

At the completion of the bidding process, services include, but are not limited to, compile all project files, including all files and data within any District information management system(s), and submit to the District for archiving; monitor the work of contractors on a daily basis; enforce performance, scheduling, and notice requirements; monitor schedule and cost information for each contractor for each project; document the progress and cost of each project in a form and format acceptable to the District; report and advise proactively on potential schedule and budget variances and impact on schedules and budgets; recommend potential solutions to schedule and cost issues; ensure that any changes in the field are recorded on the as-built drawings, and as-built drawings are up to date; work cooperatively with architects, engineers, contractors, the Inspector of Record (IOR)/Division of State Architect (DSA)(IOR/DSA), Project Inspector, and any other consultants hired by the District; attend weekly job site meetings and prepare and circulate weekly job site minutes, as required; evaluate and process payment applications with accuracy and appropriate documentation through the District's defined approval and retention process; evaluate, process and track change order requests; evaluate, process and track all change order requests for Professional Services (amendments and agreements); draft background and analysis for Board items to be reviewed by District Staff; evaluate and track Requests for Information (RFI's) and responses and maintain an orderly RFI log; maintain a Submittal Log and ensure that submittals are sent to consultant in a timely manner; work with District staff, architect and consultants to develop lists of incomplete or unsatisfactory work (punch lists); and submit necessary reports to Local and State authorities, including DSA verified reports, and ensure that all documents from all parties are submitted to DSA in a timely manner to complete project closeout.

During project closeout, the company is to work with District staff to ensure completion of all punch list work. coordinate contractor closeout requirements including obtaining all warranty documents, keys, as-built drawings, daily logs operations and maintenance and manuals and verified reports; monitor warranty work; coordinate systems training with District staff and contractors; and assist in moving District staff into new/renovated facilities upon project closeout.

At completion of each project and at DSA certification, company shall compile all project files, including all files and data and submit to the District for archiving in a form and format acceptable to the District.

In general, company is to describe in detail how the construction management company ensures quality control during the pre-design/design, construction, post-construction, closeout and financial completion portions of the work; provide recent examples of quality control measures used for recent projects; and describe the methods used to prevent and/or resolve conflicts.

Three (3) companies submitted qualification submittals by the deadline date on January 28, 2025 in response to the RFQ. The three (3) companies who submitted qualification submittals included the following:

- Cordoba Corporation, Los Angeles, CA
- Cumming Management Group Inc., Murrieta, CA
- Tilden-Coil Constructors, Riverside, CA

Upon completion of Cerritos College's due diligence review, the college found that negotiating with Tilden-Coil Constructors for the purposes of a Construction Management Services Agreement was in the best interest of Cerritos College.

At this time Cerritos College is recommending that the Board of Trustees award and authorize the college to enter into the above-referenced agreement with Tilden-Coil Constructors for construction management services for the District's Measure CC Bond program.

FISCAL IMPACT
The assigned project contract price shall be based on 4.9% of the final construction costs of the assigned project, plus general conditions fees for each project for indirect construction costs, as proposed by the company and agreed upon by the District, through the execution of a task order for each project. Funding for this agreement will be allocated from the Measure CC Bond funds.

File Attachments
PW25-07 Bond CM Svcs (2025-05-08).docx (279 KB)

Motion & Voting

It is recommended that the Board of Trustees award and authorize the District to enter into Construction Management Services Agreement ("Agreement") with Tilden Coil Constructors of Riverside, California for the purpose of providing construction management services for the District's Measure CC Bond Program [student trustee advisory vote: aye].

Motion by Sandra Salazar, second by Zurich Lewis.
Final Resolution: Motion Carries
Aye: James Cody Birkey, Dawn Green, Zurich Lewis, Shin Liu, Mariana Pacheco, Mariana Rios, Sandra Salazar

8. Administrative Items

Subject	**8.02 Resolution No. 25-0521A Annual Renewal of Adopting a Military Equipment Policy in Compliance with Assembly Bill 481 and Approval of the annual Military Equipment Report**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Action
Recommended Action	It is recommended that the Board of Trustees review and adopt Resolution No. 25-0521A, and the Military Equipment Inventory Report

On April 12, 2023, the Board of Trustees approved the Military Equipment Policy for the Cerritos College Police Department along with Adoption of Resolution No. 23-0412C establishing the Cerritos College Police Department's Military Equipment Policy pursuant to California Government Code sections 7070-7072.

In accordance with Government Code Section 7071, the Board of Trustees shall 1) annually review the resolution, and vote on whether to renew it at a regular meeting in accordance with Government code Section 7071(e)(2), and 2) the Cerritos College Police Department shall submit an annual military equipment report to the Board of Trustees containing the information required in Government Code section 7072, and the Board of Trustees shall determine whether each type of military equipment identified in that report has complied with the standards for approval.

Members of the Cerritos College Police Department will only use equipment designated in AB 481 in compliance with federal and state regulations and guidance, including the Fourth and Fifth Amendments of the U.S. Constitution; Article 1, Section 1 of the California Constitution; Government Code § 7286; and Penal Code §§ 835a and 13652. Members of the Cerritos College Police Department will only use equipment designated in AB 481 in a manner consistent with applicable Department rules and regulations, including the Use of Force Policy currently set forth in the Department’s Policies and Procedures Manual. The Military Equipment inventory report is unchanged from prior year.

In order to comply with AB 481 and the California Government Code, staff is recommending that the Board of Trustees review and adopt Resolution No. 25-0521A, and the Military Equipment Inventory.

FISCAL IMPACT
No Fiscal Impact

File Attachments
Resolution No 25-0521A Military Equipment Policy.pdf (114 KB)
Military Equipment Inventory 04182025.pdf (110 KB)

Motion & Voting

It is recommended that the Board of Trustees review and adopt Resolution No. 25-0521A, and the Military Equipment Inventory Report [student trustee advisory vote: aye].

Motion by Zurich Lewis, second by Sandra Salazar.
Final Resolution: Motion Carries
Aye: Dawn Green, Zurich Lewis, Shin Liu, Mariana Pacheco, Sandra Salazar
Absent: James Cody Birkey, Mariana Rios

8. Administrative Items

Subject	**8.03 Resolution 25-0521C for the Execution of CAL OES Form OES-FPD-130**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Action
Recommended Action	It is recommended that the Board of Trustees approve Resolution 25-0521C Executing Form OES-FPD-130 with the California Governor's Office of Emergency Services.

A Designation of Applicant's Agent Resolution for Non-State Agencies is a required document by California's Office of Emergency Services (OES), which formally authorizes the District to be eligible to receive funding and for an individual to act on behalf of the District for such funding. It ensures that the District can be properly represented for all aspects of the application and any subsequent grant administration.

Government funding programs require applicants to submit this resolution to demonstrate their authority and ensure clear communication and accountability. It provides a formal record of the authorization, allowing the District to communicate with and receive documents from the designated agent.

This resolution ensures that the District can be properly represented for disaster relief and wishes to obtain disaster assistance from Cal OES, FEMA, or other grant programs.

A new resolution must be submitted if a previously submitted one is older than three years from the last date of approval, is invalid, or has not been submitted.

FISCAL IMPACT

No Fiscal Impact.

File Attachments
RES 25-0521C OESFPD130.pdf (175 KB)
Cal OES 130.pdf (6,657 KB)

Motion & Voting

It is recommended that the Board of Trustees approve Resolution 25-0521C Executing Form OES-FPD-130 with the California Governor's Office of Emergency Services [student trustee advisory vote: aye].

Motion by Sandra Salazar, second by James Cody Birkey.
Final Resolution: Motion Carries
Aye: James Cody Birkey, Dawn Green, Zurich Lewis, Shin Liu, Mariana Pacheco, Mariana Rios, Sandra Salazar

8. Administrative Items

Subject	**8.04 Second Reading and Consideration of Adoption: Revised Board Policy 2105 titled Student Trustee**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Action
Recommended Action	It is recommended the Board of Trustees adopt Revised Board Policy 2105 titled Student Trustee

According to Board Policy 2410 (Policy and Administrative Procedure), the President/Superintendent has authority to make minor corrections such as legal reference updates and non-substantive revisions to the Board Policies to ensure they remain accurate. Any additional changes will be submitted to the Board for review and adoption.

Board Policy 2105 titled Student Trustee was updated to reflect changes in the Education Code, which require an advisory vote of the student trustee during meetings. The Board of Trustees reviewed the revisions to this policy at its meeting on April 2, 2025. The revised policy is presented for second reading and consideration of adoption by the Board of Trustees.

FISCAL IMPACT
No Fiscal Impact

File Attachments
BP 2105 - Draft Revisions.pdf (119 KB)

Motion & Voting

It is recommended the Board of Trustees adopt Revised Board Policy 2105 titled Student Trustee [student trustee advisory vote: aye].

Motion by Dawn Green, second by James Cody Birkey.
Final Resolution: Motion Carries
Aye: James Cody Birkey, Dawn Green, Zurich Lewis, Shin Liu, Mariana Pacheco, Mariana Rios, Sandra Salazar

8. Administrative Items

Subject	**8.05 Second Reading and Consideration of Adoption: Revised Board Policy 2305 titled Annual Organizational Meeting**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Action
Recommended Action	It is recommended the Board of Trustees adopt Revised Board Policy 2305 titled Annual Organizational Meeting

According to Board Policy 2410 (Policy and Administrative Procedure), the President/Superintendent has authority to make minor corrections such as legal reference updates and non-substantive revisions to the Board Policies to ensure they remain accurate. Any additional changes will be submitted to the Board for review and adoption.

Board Policy 2305 titled Annual Organizational Meeting was revised to update the annual organizational meeting date according to the Education Code. The Board of Trustees reviewed the revisions to this policy at its meeting on April 2, 2025. The revised policy is presented for second reading and consideration of adoption by the Board of Trustees.

FISCAL IMPACT
No Fiscal Impact

File Attachments
BP 2305 - Draft Revisions.pdf (118 KB)

Motion & Voting

It is recommended the Board of Trustees adopt Revised Board Policy 2305 titled Annual Organizational Meeting [student trustee advisory vote: aye].

Motion by Dawn Green, second by James Cody Birkey.
Final Resolution: Motion Carries
Aye: James Cody Birkey, Dawn Green, Zurich Lewis, Shin Liu, Mariana Pacheco, Mariana Rios, Sandra Salazar

8. Administrative Items

Subject	**8.06 Second Reading and Consideration of Adoption: Revised Board Policy 2315 titled Closed Sessions**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Action
Recommended Action	It is recommended the Board of Trustees adopt revised Board Policy 2315 titled Closed Sessions

According to Board Policy 2410 (Policy and Administrative Procedure), the President/Superintendent has authority to make minor corrections such as legal reference updates and non-substantive revisions to the Board Policies to ensure they remain accurate. Any additional changes will be submitted to the Board for review and adoption.

Board Policy 2315 titled Closed Sessions was revised to clarify voting requirements related to the sale or lease of surplus real property. The Board of Trustees reviewed the revisions to this policy at its meeting on April 2, 2025. The revised policy is presented for second reading and consideration of adoption by the Board of Trustees.

FISCAL IMPACT
No Fiscal Impact

File Attachments
BP 2315 - Draft Revisions.pdf (116 KB)

Motion & Voting

It is recommended the Board of Trustees adopt revised Board Policy 2315 titled Closed Sessions [student trustee advisory vote: aye].

Motion by Dawn Green, second by James Cody Birkey.
Final Resolution: Motion Carries
Aye: James Cody Birkey, Dawn Green, Zurich Lewis, Shin Liu, Mariana Pacheco, Mariana Rios, Sandra Salazar

8. Administrative Items

Subject	**8.07 Second Reading and Consideration of Adoption: Revised Board Policy 2330 titled Rules of Order**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Action
Recommended Action	It is recommended the Board of Trustees adopt revised Board Policy 2330 titled Rules of Order

According to Board Policy 2410 (Policy and Administrative Procedure), the President/Superintendent has authority to make minor corrections such as legal reference updates and non-substantive revisions to the Board Policies to ensure they remain accurate. Any additional changes will be submitted to the Board for review and adoption.

Board Policy 2330 titled Rules of Order was revised to clarify voting requirements related to the sale or lease of surplus real property. The Board of Trustees reviewed the revisions to this policy at its meeting on April 2, 2025. The revised policy is presented for second reading and consideration of adoption by the Board of Trustees.

FISCAL IMPACT
No Fiscal Impact

File Attachments
BP 2330 - Draft Revisions.pdf (120 KB)

Motion & Voting

It is recommended the Board of Trustees adopt revised Board Policy 2330 titled Rules of Order [student trustee advisory vote: aye].

Motion by Dawn Green, second by James Cody Birkey.
Final Resolution: Motion Carries
Aye: James Cody Birkey, Dawn Green, Zurich Lewis, Shin Liu, Mariana Pacheco, Mariana Rios, Sandra Salazar

8. Administrative Items

Subject	**8.08 Second Reading and Consideration of Adoption: Revised Board Policy 2340 titled Agendas**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Action
Recommended Action	It is recommended the Board of Trustees adopt revised Board Policy 2340 titled Agendas

According to Board Policy 2410 (Policy and Administrative Procedure), the President/Superintendent has authority to make minor corrections such as legal reference updates and non-substantive revisions to the Board Policies to ensure they remain accurate. Any additional changes will be submitted to the Board for review and adoption.

Board Policy 2340 titled Agendas was updated to include language about time limits for public comments on items submitted by members of the public. The Board of Trustees reviewed the revisions to this policy at its meeting on April 2, 2025. The revised policy is presented for second reading and consideration of adoption by the Board of Trustees.

FISCAL IMPACT
No Fiscal Impact

File Attachments
BP 2340 - Draft Revisions.pdf (123 KB)

Motion & Voting

It is recommended the Board of Trustees adopt revised Board Policy 2340 titled Agendas [student trustee advisory vote: aye].

Motion by Dawn Green, second by James Cody Birkey.
Final Resolution: Motion Carries
Aye: James Cody Birkey, Dawn Green, Zurich Lewis, Shin Liu, Mariana Pacheco, Mariana Rios, Sandra Salazar

8. Administrative Items

Subject	**8.09 Second Reading and Consideration of Adoption: Revised Board Policy 2355 titled Decorum**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Action
Recommended Action	It is recommended the Board of Trustees adopt revised Board Policy 2355 titled Decorum

According to Board Policy 2410 (Policy and Administrative Procedure), the President/Superintendent has authority to make minor corrections such as legal reference updates and non-substantive revisions to the Board Policies to ensure they remain accurate. Any additional changes will be submitted to the Board for review and adoption.

Board Policy 2355 titled Decorum was revised to update language according to changes in Government Code for warning and removal of disruptive behavior. The Board of Trustees reviewed the revisions to this policy at its meeting on April 2, 2025. The revised policy is presented for second reading and consideration of adoption by the Board of Trustees.

FISCAL IMPACT
No Fiscal Impact

File Attachments
BP 2355 -Draft Revisions.pdf (130 KB)

Motion & Voting

It is recommended the Board of Trustees adopt revised Board Policy 2355 titled Decorum [student trustee advisory vote: aye].

Motion by Dawn Green, second by James Cody Birkey.
Final Resolution: Motion Carries
Aye: James Cody Birkey, Dawn Green, Zurich Lewis, Shin Liu, Mariana Pacheco, Mariana Rios, Sandra Salazar

8. Administrative Items

Subject	**8.10 Second Reading and Consideration of Adoption: Revised Board Policy 2430 titled Delegation of Authority to President/Superintendent**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Action
Recommended Action	It is recommended the Board of Trustees adopt revised Board Policy 2430 titled Delegation of Authority to President/Superintendent

According to Board Policy 2410 (Policy and Administrative Procedure), the President/Superintendent has authority to make minor corrections such as legal reference updates and non-substantive revisions to the Board Policies to ensure they remain accurate. Any additional changes will be submitted to the Board for review and adoption.

Board Policy 2430 titled Delegation of Authority to President/Superintendent was revised to update language according to 2024 changes in the ACCJC Accreditation Standards. The Board of Trustees reviewed the revisions to this policy at its meeting on April 2, 2025. The revised policy is presented for second reading and consideration of adoption by the Board of Trustees.

FISCAL IMPACT
No Fiscal Impact

File Attachments
BP 2430 - Draft Revisions.pdf (127 KB)

Motion & Voting

It is recommended the Board of Trustees adopt revised Board Policy 2430 titled Delegation of Authority to President/Superintendent [student trustee advisory vote: aye].

Motion by Dawn Green, second by James Cody Birkey.
Final Resolution: Motion Carries
Aye: James Cody Birkey, Dawn Green, Zurich Lewis, Shin Liu, Mariana Pacheco, Mariana Rios, Sandra Salazar

8. Administrative Items

Subject	**8.11 Second Reading and Consideration of Adoption: Revised Board Policy 2715 titled Code of Ethics/Standards of Practice**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Action
Recommended Action	It is recommended the Board of Trustees adopt revised Board Policy 2715 titled Code of Ethics/Standards of Practice

According to Board Policy 2410 (Policy and Administrative Procedure), the President/Superintendent has authority to make minor corrections such as legal reference updates and non-substantive revisions to the Board Policies to ensure they remain accurate. Any additional changes will be submitted to the Board for review and adoption.

Board Policy 2715 titled Code of Ethics/Standards of Practice was updated to add supportive language according to the 2024 changes in the ACCJC Accreditation Standards. The Board of Trustees reviewed the revisions to this policy at its meeting on April 2, 2025. The revised policy is presented for second reading and consideration of adoption by the Board of Trustees.

FISCAL IMPACT
No Fiscal Impact

File Attachments
BP 2715 - Draft Revisions.pdf (121 KB)

Motion & Voting

It is recommended the Board of Trustees adopt revised Board Policy 2715 titled Code of Ethics/Standards of Practice [student trustee advisory vote: aye].

Motion by Dawn Green, second by James Cody Birkey.
Final Resolution: Motion Carries
Aye: James Cody Birkey, Dawn Green, Zurich Lewis, Shin Liu, Mariana Pacheco, Mariana Rios, Sandra Salazar

8. Administrative Items

Subject	**8.12 Second Reading and Consideration of Adoption: Revised Board Policy 2740 titled Board Education**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Action
Recommended Action	It is recommended the Board of Trustees adopt Revised Board Policy 2740 Board Education

According to Board Policy 2410 (Policy and Administrative Procedure), the President/Superintendent has authority to make minor corrections such as legal reference updates and non-substantive revisions to the Board Policies to ensure they remain accurate. Any additional changes will be submitted to the Board for review and adoption.

Board Policy 2740 titled Board Education was updated to reflect the new title of Director, Office of the President, Government Relations, Trustee Services, and Strategic Initiatives. The Board of Trustees reviewed the revisions to this policy at its meeting on April 2, 2025. The revised policy is presented for second reading and consideration of adoption by the Board of Trustees.

FISCAL IMPACT
No Fiscal Impact

File Attachments
BP 2740 - Draft Revisions.pdf (106 KB)

Motion & Voting

It is recommended the Board of Trustees adopt Revised Board Policy 2740 Board Education [student trustee advisory vote: aye].

Motion by Dawn Green, second by James Cody Birkey.
Final Resolution: Motion Carries
Aye: James Cody Birkey, Dawn Green, Zurich Lewis, Shin Liu, Mariana Pacheco, Mariana Rios, Sandra Salazar

8. Administrative Items

Subject	**8.13 Second Reading and Consideration of Adoption: Revised Board Policy 3250 titled Institutional Planning**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Action
Recommended Action	It is recommended the Board of Trustees adopt Revised Board Policy titled Institutional Planning

According to Board Policy 2410 (Policy and Administrative Procedure), the President/Superintendent has authority to make minor corrections such as legal reference updates and non-substantive revisions to the Board Policies to ensure they remain accurate. Any additional changes will be submitted to the Board for review and adoption.

Board Policy 3250 titled Institutional Planning was updated to add supporting language pursuant to the 2024 changes in the ACCJC Accreditation Standards. The Board of Trustees reviewed the revisions to this policy at its meeting on April 2, 2025. The revised policy is presented for second reading and consideration of adoption by the Board of Trustees.

FISCAL IMPACT
No Fiscal Impact

File Attachments
BP 3250 - Draft Revisions.pdf (110 KB)

Motion & Voting

It is recommended the Board of Trustees adopt Revised Board Policy titled Institutional Planning [student trustee advisory vote: aye].

Motion by Dawn Green, second by James Cody Birkey.
Final Resolution: Motion Carries
Aye: James Cody Birkey, Dawn Green, Zurich Lewis, Shin Liu, Mariana Pacheco, Mariana Rios, Sandra Salazar

8. Administrative Items

Subject	**8.14 Second Reading and Consideration of Adoption: Revised Board Policy 4220 titled Standards of Scholarship**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Action
Recommended Action	It is recommended the Board of Trustees adopt revised Board Policy 4220 titled Standards of Scholarship

According to Board Policy 2410 (Policy and Administrative Procedure), the President/Superintendent has authority to make minor corrections such as legal reference updates and non-substantive revisions to the Board Policies to ensure they remain accurate. Any additional changes will be submitted to the Board for review and adoption.

Board Policy 4220 titled Standards of Scholarship was revised to update legal citations an align with the definition of "prior learning" credit. The Board of Trustees reviewed the revisions to this policy at its meeting on April 2, 2025. The revised policy is presented for second reading and consideration of adoption by the Board of Trustees.

FISCAL IMPACT
No Fiscal Impact

File Attachments
BP 4220 - Draft Revisions.pdf (105 KB)

Motion & Voting

It is recommended the Board of Trustees adopt revised Board Policy 4220 titled Standards of Scholarship [student trustee advisory vote: aye].

Motion by Dawn Green, second by James Cody Birkey.
Final Resolution: Motion Carries
Aye: James Cody Birkey, Dawn Green, Zurich Lewis, Shin Liu, Mariana Pacheco, Mariana Rios, Sandra Salazar

8. Administrative Items

Subject	**8.15 Second Reading and Consideration of Adoption: Revised Board Policy 5510 titled Off-Campus Student Organizations**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Action
Recommended Action	It is recommended the Board of Trustees adopt revised Board Policy 5510 titled Off-Campus Student Organizations

According to Board Policy 2410 (Policy and Administrative Procedure), the President/Superintendent has authority to make minor corrections such as legal reference updates and non-substantive revisions to the Board Policies to ensure they remain accurate. Any additional changes will be submitted to the Board for review and adoption.

Board Policy 5510 titled Off-Campus Student Organizations was updated to align with the Clery Act and clarify requirements related to working with local law enforcement agencies. The Board of Trustees reviewed the revisions to the board policy at its meeting on April 2, 2025. The revised policy is presented for second reading and consideration of adoption by the Board of Trustees.

FISCAL IMPACT
No Fiscal Impact

File Attachments
BP 5510 - Draft Revisions.pdf (103 KB)

Motion & Voting

It is recommended the Board of Trustees adopt revised Board Policy 5510 titled Off-Campus Student Organizations [student trustee advisory vote: aye].

Motion by Dawn Green, second by James Cody Birkey.
Final Resolution: Motion Carries
Aye: James Cody Birkey, Dawn Green, Zurich Lewis, Shin Liu, Mariana Pacheco, Mariana Rios, Sandra Salazar

8. Administrative Items

Subject	**8.16 Second Reading and Consideration of Adoption: Revised Board Policy 6800 titled Safety**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Action
Recommended Action	It is recommended the Board of Trustees adopt Revised Board Policy 6800 titled Safety

According to Board Policy 2410 (Policy and Administrative Procedure), the President/Superintendent has authority to make minor corrections such as legal reference updates and non-substantive revisions to the Board Policies to ensure they remain accurate. Any additional changes will be submitted to the Board for review and adoption.

Board Policy 6800 titled Safety was updated to add requirements in compliance with the US Department of Transportation regulations. The Board of Trustees reviewed the revisions to this policy at its meeting on April 2, 2025. The revised policy is presented for second reading and consideration of adoption by the Board of Trustees.

FISCAL IMPACT
No Fiscal Impact

File Attachments
BP 6800 - Draft Revisions.pdf (120 KB)

Motion & Voting

It is recommended the Board of Trustees adopt Revised Board Policy 6800 titled Safety [student trustee advisory vote: aye].

Motion by Dawn Green, second by James Cody Birkey.
Final Resolution: Motion Carries
Aye: James Cody Birkey, Dawn Green, Zurich Lewis, Shin Liu, Mariana Pacheco, Mariana Rios, Sandra Salazar

8. Administrative Items

Subject	**8.17 Second Reading and Consideration of Adoption: New Board Policy 6910 titled Bookstore**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Action
Recommended Action	It is recommended the Board of Trustees adopt Board Policy 6910 titled Bookstore.

According to Board Policy 2410 (Policy and Administrative Procedure), the President/Superintendent has authority to make minor corrections such as legal reference updates and non-substantive revisions to the Board Policies to ensure they remain accurate. Any additional changes will be submitted to the Board for review and adoption.

Board Policy 6910 was created to adhere to a legal requirement in determining who operates the bookstore and compliance with the Reader Privacy Act. The Board of Trustees reviewed the policy at its meeting on April 2, 2025. The policy is presented for second reading and consideration of adoption by the Board of Trustees.

FISCAL IMPACT
No Fiscal Impact

File Attachments
BP 6910 - New.pdf (100 KB)

Motion & Voting

It is recommended the Board of Trustees adopt Board Policy 6910 titled Bookstore [student trustee advisory vote: aye].

Motion by Dawn Green, second by James Cody Birkey.
Final Resolution: Motion Carries
Aye: James Cody Birkey, Dawn Green, Zurich Lewis, Shin Liu, Mariana Pacheco, Mariana Rios, Sandra Salazar

9. Reports and Comments from District Officials

Subject	**9.01 Reports and Comments from District Officials**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Reports

At this time, members of the Board of Trustees will provide brief reports on meetings attended on matters pertaining to their service as a representative of the Cerritos Community College District Board of Trustees pursuant to Government Code 53232.3(d).

Following the Board of Trustees, the President/Superintendent will provide an executive report which includes reports from the Vice President of Business Services, Vice President of Academic Affairs, Vice President of Student Services, and Vice President of Human Resources.

10. Closed Session

Subject	**10.01 Conference with Labor Negotiations (GC #54957.6)**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Action

Agency Representatives: Dr. Jose Fierro, Felipe Lopez, Dr. Mercedes Gutierrez

Employee Organizations:
California School Employees Association (CSEA)
Cerritos College Faculty Federation (CCFF)

Unrepresented Employees:
1. Management Employees
2. Contract Management Employees
3. Confidential Employees
4. Child Development Center Teachers and Instructional Associates
5. Short-term, Temporary, and Substitute Staff

No Fiscal Impact

10. Closed Session

Subject	**10.02 Public Employee Employment (GC #54957) Dean of Academic Affairs & Strategic Initiatives**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Action

Motion & Voting

It is reported that in closed session the Board of Trustees approved the employment of Colleen McKinley as Dean of Academic Affairs & Strategic Initiatives, Grade 42, Step 6 ($18,875.00/month), of the Management Salary Schedule, effective May 22, 2025, pending Livescan background clearance.

Motion by Mariana Pacheco, second by Dawn Green.
Final Resolution: Motion Carries
Aye: James Cody Birkey, Dawn Green, Zurich Lewis, Mariana Pacheco, Mariana Rios, Sandra Salazar
Absent: Shin Liu

10. Closed Session

Subject	**10.03 Significant exposure to litigation pursuant to Government Code Section 54956.9 paragraph (3) of subdivision (e) Claimant: Elizabeth Flanagan Agency Claimed Against: Cerritos Community College District**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Action

Motion & Voting

The Board of Trustees denies the claim from claimant Elizabeth Flanagan.

Motion by Mariana Pacheco, second by Dawn Green.
Final Resolution: Motion Carries
Aye: James Cody Birkey, Dawn Green, Zurich Lewis, Mariana Pacheco, Mariana Rios, Sandra Salazar
Absent: Shin Liu

10. Closed Session

Subject	**10.04 Conference with Real Property Negotiator (GC §54956.8)**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Action

Property: Approximately 25 acre-feet of water pumping rights

Parties: Felipe R. Lopez, Executive Vice President of Business Services/Assistant Superintendent
Under Negotiation: Sale

10. Closed Session

Subject	**10.05 Public Employee Evaluations**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Action, Information

Pursuant to Government Code section 54957.6, the Board will discuss the following employment positions:

A. Position: President/Superintendent

B. Position: Vice Presidents

11. Closing Items

Subject	**11.01 Reconvene to Open Session**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Procedural

11. Closing Items

Subject	**11.02 Adjournment**
Meeting	May 21, 2025 - Regular Board Meeting
Type	Procedural

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