

**RIO HONDO COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES  
MINUTES  
Pre-Meeting Mixer, Wednesday, April 16, 2008, 5:15 p.m.  
Regular Meeting, Wednesday, April 16, 2008, 6:00 p.m.  
Pico Park Community Center  
9528 Beverly Blvd., Pico Rivera, CA**

**Members Present:** Ms. Angela Acosta-Salazar, Presiding,  
Mr. André Quintero  
Mr. Garry Couso-Vasquez  
Mr. Gary Mendez,  
Ms. Maria Elena Martinez  
Ms. Leia Hernandez (Student Trustee)

**Members Absent:** None.

**Staff Members:** Dr. Ted Martinez, Jr., Superintendent/President  
Dr. Paul Parnell, VP, Academic Affairs  
Ms. Teresa Dreyfuss, VP Finance & Business  
Mr. Henry Gee, VP Student Services  
Mr. Gil Puga, President, Academic Senate  
Mr. Greg Garza, President, CSEA  
Ms. Jennifer Fernandez, Representing, RHCFA  
Ms. Cristela Ruiz, President, ASB  
Ms. Sandy Sandello, Recorder

**I. CALL TO ORDER**

**A. Call to Order (6:00 p.m.)**

Ms. Acosta-Salazar called the meeting to order at 6:07 p.m.

**B. Pledge of Allegiance (Led by RHC Color Guard)**

The RHC Color Guard led the pledge of allegiance.

**C. Roll Call**

All members present.

**D. Open Communication for Public Comment**

Ms. Ethel Battles and Ms. Sofia Aquirm spoke on the lack of service in interpreters for Disabled Students.

**E. Approval of Minutes: March 19, 2008**

75.

It was moved by Mr. Mendez, seconded by Ms. Martinez and carried unanimously, that the Board of Trustees accept the minutes of March 19, 2008 as presented.

**F. Commendations**

- Academic Rank Advancement
- City of Pico Rivera – 50<sup>th</sup> Anniversary

**G. Presentations**

- Offerings in the City of Pico Rivera (Dr. Paul Parnell)
- Occupational Survey Results
- Environmental Symposium Update (Karen Koos)
- Architecture Civil Engineer Design and Drafting and GIS (ACEDD-GIS) (Jay Sunyogh)

**II. CONSENT AGENDA**

76. It was moved by Mr. Quintero, seconded by Mr. Couso-Vasquez and carried unanimously, that the Board of Trustees approved the following Consent Agenda;

**A. FINANCE & BUSINESS**

**1. Finance & Business Reports**

a. Purchase Order Report

The Purchase Order Report reviewing purchases for the preceding 60 days. Funds have been budgeted for these purchases in the funds shown. Individual purchase orders are available in Contract Management and Vendor Services prior to the meeting for Board review. The purchases have been processed in accordance with Board Policy No. 3600.

b. Payroll Warrant Report

The Payroll Warrant Report for the month of March, 2008.

**2. Authorization for Out-of-State Travel & Conferences**

The Board of Trustees authorized the following Board and Staff members to attend the educational conferences and meetings listed below;

Warren Roberts to attend the Field Data Collection Workshop at the Field Station in Costa Rica, May 11-17, 2008.

Judy Sevilla-Marzona to attend the Library Orientation Exchange (LOEX) of the West 2008 in Las Vegas, NV, June 4-6, 2008.

Adele Enright to attend the Library Orientation Exchange (LOEX) of the West 2008 in Las Vegas, NV, June 4-6, 2008.

Stephanie Wells to attend the Library Orientation Exchange (LOEX) of the West 2008 in Las Vegas, NV, June 4-6, 2008.

Linda Brown to escort student to a student concert at Carnegie Hall, in New York, NY, June 13-17, 2008.

Steve Hebert to attend the Nike Championship Basketball Clinic in Las Vegas, NV, May 9-11, 2008.

Kathy Pudelko to attend the Nike Championship Basketball Clinic in Las Vegas, NV, May 9-11, 2008.

Jacqueline Nagatsuka to attend the Council for Resource Development Region 1X Annual Conference in Las Vegas, NV, April 30-May 2, 2008.

Zolita Fisher to attend the College Adm. of Financial Aid Council Training Seminar in Chicago, IL, May 20-22, 2008.

Mike Munoz to attend the Prepare: Educating Latinos for the Future of American in Chicago, IL, May 22-23, 2008.

**3. Approval Clinical Affiliation Agreement with Anaheim Healthcare Center**

The Health Science Department is requesting the services of Anaheim Healthcare Center to provide Rio Hondo Community College District Health Science students with clinical experience. The department has identified a need to expand the facilities for clinical experience since community facilities currently utilized are becoming impacted with students. The initial term of this Agreement shall commence April 17, 2008 and shall continue until June 30, 2013 (the "Expiration Date").

**4. Transfer Articulation MOU (Memorandum of Understanding) University of Phoenix**

The purpose of this agreement is to enable Rio Hondo Community College students who transfer to the University of Phoenix to carry with them the credit they have already earned for as much relevant study as possible.

**TRANSFER ELEMENTS**

This MOU establishes the principal that University of Phoenix will award full transfer credit for courses completed (by Rio Hondo College students). Credit from associate degrees (including vocational degrees) awarded by Rio Hondo College will transfer to the University of Phoenix, meaning that all associate degree-related courses, subject to program limitations detailed on the transfer literature, will automatically transfer.

- Although credits will be accepted in transfer, additional general education credits may be needed to fulfill the program requirements.

- Students from Rio Hondo College, who are within 12 months of the completion of their associate degree, may pre apply to a University of Phoenix baccalaureate program and will be granted access to the University of Phoenix proficiency assessment system and University Library Online Collection. Continued access to these services following the 12 month period will require students to be enrolled in the University
- Students from Rio Hondo College will be granted admission to a baccalaureate degree program at the University of Phoenix based on academic requirements as a result of having earned an associate degree upon further satisfaction of all other conditions for admission as stated in the University Catalogue. University of Phoenix admissions requirements may be viewed at [www.phoenix.edu](http://www.phoenix.edu).

## 5. **Community Services**

- a. Patricia Debowski – To present “Digital & Hybrid Scrapbooking & Card Making”. Dates of service will be July 1, 2008 through June 30, 2009. Payment will be split 60% to Rio Hondo and 40% to consultant.
- b. Steve Musick – To present “Horse Camp: A Dream Come True for Many!”. Dates of service will be June 1, 2008 through June 30, 2009. District will pay consultant \$165 per child and \$130 per adult.
- c. Dov S-S Simens – To present “2 Day Film School: Produce, Write and Direct”. Dates of service will be July 1, 2008 through June 30, 2009. Payment will be split 50% to Rio Hondo and 50% to consultant.
- d. Carolyn Simon – To present “Make Up Artistry Certification”. Dates of service will be July 1, 2008 through June 30, 2009. Payment will be split 60% to Rio Hondo and 40% to consultant.
- e. David Saint Laurent - To present “Piano for Adults and Children” and “Guitar for Children”. Dates of service will be July 1, 2008 through June 30, 2009. Payment will be split 60% to Rio Hondo and 40% to consultant.
- f. LeVina Rivera - To present “Belly Dancing”. Dates of service will be July 1, 2008 through June 30, 2009. Payment will be split 60% to Rio Hondo and 40% to consultant.
- g. Rudy L. Ramirez - To present “Salsa Dancing (Beginning Adult)”. Dates of service will be July 1, 2008 through June 30, 2009. Payment will be split 60% to Rio Hondo and 40% to consultant.

- h. Bernadette Ramirez - To present "Aromatherapy Basics" and "Massage Workshop Series". Dates of service will be July 1, 2008 through June 30, 2009. Payment will be split 60% to Rio Hondo and 40% to consultant.
- i. Notary Public Seminars, Inc., dba Carrie Christensen". To present "How to Become a Notary", "Notary Renewal" and "Becoming a Loan Signing Agent". Dates of service will be July 1, 2008 through June 30, 2009. Payment will be split 60% to Rio Hondo and 40% to consultant.
- j. Kellie Nicholson - To present "Bartending the Easy Way". Dates of service will be July 1, 2008 through June 30, 2009. Payment will be split 60% to Rio Hondo and 40% to consultant.
- k. Marshall Reddick Seminars - To present "Profiting from Fixer Uppers", "Making a Fortune on Distressed Properties", "Learn How to Turn \$6,000 Into Millions" and women related real estate courses. Dates of service will be July 1, 2008 through June 30, 2009. Payment will be split 60% to Rio Hondo and 40% to consultant.
- l. Mark E. Lassiter - To present "Photo Restoration and Manipulation". Dates of service will be July 1, 2008 through June 30, 2009. Payment will be split 60% to Rio Hondo and 40% to consultant.
- m. Enming Kuan - To present "Beginning Mandarin Chinese I" and "Intermediate Mandarin Chinese II". Dates of service will be July 1, 2008 through June 30, 2009. Payment will be split 60% to Rio Hondo and 40% to consultant.
- n. Karen Hudson - To present "Costuming for Film and TV". Dates of service will be July 1, 2008 through June 30, 2009. Payment will be split 60% to Rio Hondo and 40% to consultant.
- o. Elena Gonzalez - To present "Beading and Jewelry Basics for All Ages". Dates of service will be July 1, 2008 through June 30, 2009. Payment will be split 60% to Rio Hondo and 40% to consultant.
- p. Robert Cohen - To present "Improving PC Performance" and "My Space' for Parents". Dates of service will be July 1, 2008 through June 30, 2009. Payment will be split 60% to Rio Hondo and 40% to consultant.
- q. Dr. David Chen - To present "Oriental Medicine". Dates of service will be July 1, 2008 through June 30, 2009. Payment will be split 60% to Rio Hondo and 40% to consultant.

- r. Farla Binder - To present "Planner or Power Entertainer: The Art of Event Planning". Dates of service will be July 1, 2008 through June 30, 2009. Payment will be split 60% to Rio Hondo and 40% to consultant.
- s. Mark Aguirre - To present "How to Talk to Anyone About Anything" and "Still Looking for Mr. Right?" Dates of service will be July 1, 2008 through June 30, 2009. Payment will be split 60% to Rio Hondo and 40% to consultant.
- t. Charles Prosper - To present "How to Become a Part Time Sub Teacher", "How to Teach Your Expertise in Community Colleges", "Secrets of Advanced Discipline and Classroom Control", and The Secret Revealed: How to Use the 12 Great Laws of Success". Dates of service will be July 1, 2008 through June 30, 2009. Payment will be split 60% to Rio Hondo and 40% to consultant.
- u. John Crawford – To present "Mad Mad Robot Lab" and "Galaxy Defenders". Dates of service will be July 1, 2008 through July 25, 2008. Payment will be split 46% to Rio Hondo and 54% to consultant.
- v. Jeffrey Oliver – To present "A New Career in Real Estate Appraisal". Dates of service will be July 1, 2008 through June 30, 2009. Payment will be split 60% to Rio Hondo and 40% to consultant.
- w. Rounds, Miller & Associates – To present "Six Figure Speaking", "Self Publishing and Coaching" and other related workshops. Dates of service will be July 1, 2008 through June 30, 2009. Payment will be split 60% to Rio Hondo and 40% to consultant.

## B. PERSONNEL

### 1. Academic

#### a. Employment

##### Hourly as Needed, Spring 2008

DELATTE, Monique, Library  
 MARTINEZ, Alejandro, Public Safety  
 VERA, Maritza, Public Safety

JONES, Jason, Public Safety  
 O'KELLEY, Frank, Academic Affairs  
 ZROFSKY, John, Public Safety

b. Reduced Workload

In accordance with E.C. 87483, Reduction in Workload and provisions of Article 6 of the Academic Contract, the following academic employee has requested a reduction in workload for the 2008-2009 school year:

WELLS, Stephanie                      50.00%              Library

c. Resignation

SIMMONS, Rhonda, Coordinator, Project Teach, her last day of employment was April 11, 2008.

**2. Management and Confidential**

a. Retirement

ROMERO, Maria-Araceli, Director of Financial Aid and Veterans Services, her last day of employment is June 27, 2008.

b. Resignation

LOHR, Steven, Director of Facilities Services, his last day of employment is April 18, 2008

**3. Classified**

a. Employment

The following employee is hired in the designated capacity. Funding is available through June 30, 2008. If continued funding should not be available, 45-day notice shall be served prior to the end of funding

YRIARTE, Michelle, Clerk Typist II, Cal WORKS, 47.5%, 12 months, effective April 1, 2008

Short Term

MARTINEZ, Alejandro, PA Training & Operations Specialist, Public Safety, ending date June 30, 2008

ORTEGA, Angelica, Registration Clerk, Admissions and Records, ending date June 2008.

Substitute

SMITH, David, Athletic Trainer, Physical Education, ending date June 30, 2008

b. Retirement

NORMAN, Dwayne, Instructional Division Secretary, Public Safety, last day of employment is June 20, 2008

c. Resignation

GONZALEZ, Elizabeth, Children's Center Aide, her last day of employment was March 11, 2008.

**C. ACADEMIC AFFAIRS**

1. Curriculum Items

a. New Courses that are Part of an Existing Program

The following courses have been recommended for inclusion in our offerings and catalog:

**AUTOT 045.1: Honda/Acura Proformance II  
(Business/Technology)**

Degree Applicable; (4 Units)

**Justification:** This course supports the American Honda PACT Program. This course will enhance student's knowledge of Honda/Acura automobiles and corporate operations. The course supports National Automotive Technicians Education Foundation (NATEF) certification and adds corporate training credit to the student's factory training system DPTS Dealer Personal Training System.

**AUTOT 046.1: Honda/Acura Proformance IV  
(Business/Technology)**

Degree Applicable; (4 Units)

**Justification:** This course supports the American Honda PACT Program. This course will enhance student's knowledge of Honda/Acura automobiles and corporate operations. The course supports National Automotive Technicians Education Foundation (NATEF) certification and adds corporate training credit to the student's factory training system DPTS Dealer Personal Training System.

**AUTOT 106: Automotive Electrical Tools and Diagnostic Procedures**

**(Business/Technology)**

Degree Applicable; (3 Units)

Transfers to: CSU

**Justification:** This course will provide students with the fundamental knowledge and skills needed to correctly diagnose and repair vehicle electrical circuits. This course will also enhance the student's skill level in the proper use of automotive electrical tools and equipment. This class along with its companion classes (AUTOT 101, 103, and 104) provide the groundwork for all other automotive courses. The course also supports National Automotive Technicians Education Foundation (NATEF) certification in the area of General Service Technician.

b. New Non-Credit Courses

**NCVOC 142: Introduction to Land Surveying and GPS**  
Non-Degree Applicable

**NCVOC 245: Civil Engineering Design & Modeling**  
Non-Degree Applicable

**NCVOC 250: Parametric Modeling 3D Applications for Mechanical Design**  
Non-Degree Applicable

**NCVOC 270: SolidWorks for 3D Modeling and Prototype Applications**  
Non-Degree Applicable

**Justification:** These non-credit courses were developed to encourage study and enrollment in credit courses.

\*UC transfer process in progress for courses where applicable

### III. ACTION ITEMS

#### A. FINANCE & BUSINESS

##### 1. Consultant Services

77. It was moved by Mr. Mendez, seconded by Mr. Quintero and carried unanimously, that the Board of Trustees approved the Consultant Services as outlined below and authorized the Superintendent/President or designee to sign the appropriate documents on behalf of the District.

- a. Alliance of Schools for Cooperative Insurance Programs – To provide a consultant in regards to Campus Safety and Emergency Preparedness. Dates of service are April 20, 2008 through June 30, 2009. Payment is not to exceed \$75,000 from the General Fund.

##### 2. Grant Award from the City of Pico Rivera

78. It was moved by Ms. Martinez, seconded by Mr. Mendez and carried unanimously, that the Board of Trustees approve \$1,000 grant from the City of Pico Rivera for the purpose of Subsidizing the “Go Rio” program and authorized the Administration to sign the appropriate documents on behalf of the District.

##### 3. Award of Bid #1134 Building Automation Systems

79. It was moved by Mr. Quintero, seconded by Ms. Martinez and carried unanimously, that the Board of Trustees approved and award Bid #1134-Building Automation Systems base bid and alternate to Climatec Building Technologies Group in an amount not to exceed \$171,200 and paid from both 06/07 Scheduled Maintenance Fund and General Fund and authorized the Administration to sign the appropriate documents on behalf of the District.

4. **Classified Wage Increase for Fiscal Year 2007-08**

80. It was moved by Mr. Quintero, seconded by Mr. Couso-Vasquez and carried unanimously, that the Board of Trustees approved a salary increase for 4.53% for all classified employees, retroactive from July 1, 2007 for fiscal year 2007-2008.

5. **Award of Bid #1135 Miscellaneous Tennant Improvements**

81. It was moved by Mr. Quintero, seconded by Mr. Mendez and carried unanimously, that the Board of Trustees approved and award Bid #1135 – Miscellaneous Tenant Improvement bid to Fast Track Construction, Inc. in an amount not to exceed \$313,900 paid from the Bond Fund and authorized the administration to sign the appropriate documents on behalf of the District.

6. **Consultant Agreement: Fabiani & Company – Legislative Advocate**

82. It was moved by Mr. Mendez, seconded by Mr. Quintero and carried unanimously, that the Board of Trustees approved a new contract with Fabiani & Company and authorized the Superintendent/President, or designee, to execute a contract on behalf of the District, not to exceed \$120,000 plus reimburseables for the term through May 20, 2009, to be paid from the General Fund.

7. **Bus Pass Purchase – Foothill Transit**

83. It was moved by Mr. Mendez, seconded by Mr. Couso-Vasquez and carried unanimously, that the Board of Trustees authorized the purchase of Foothill Transit bus passes not to exceed \$10,000 for the Fall, 2007 and Spring, 2008 semester from General and other available funds authorizing the Administration to execute appropriate documents on behalf of the District.

**B. PRESIDENT'S OFFICE**

1. **Approval of Revised Board Meeting Schedule**

84. It was moved by Mr. Mendez, seconded by Mr. Quintero and carried unanimously, that the Board of Trustees approved the revised board meeting schedule. The dates are listed below.

May 14, 2008  
**June 11, 2008\***  
 July 9, 2008  
**August 13, 2008\***  
 September, 10, 2008  
**October 8, 2008\***  
 November 12, 2008  
 December 10, 2008

\*Meetings to be held in the community.

2. **Revision of Board Policy 2715 – Code of Ethics/Standards of Practice (First Reading)**

85. It was moved by Mr. Quintero, seconded by Mr. Couso-Vasquez and carried unanimously, that the Board of Trustees approved the revision of Board Policy 2715 for first reading.

**IV. INFORMATION ITEMS**

1. **Building Program**

**V. STAFF AND BOARD COMMENTS**

**VI. CLOSED SESSION**

Ms. Acosta-Salazar recessed the meeting to Closed Session at 8:22 p.m. Ms. Acosta-Salazar reconvened the meeting at 9:12 p.m. and reported the following action taken in Closed Session:

*(Pursuant to Section 54956.8:)*

- **CONFERENCE WITH REAL PROPERTY NEGOTIATOR**  
3017 Tyler Avenue, El Monte, California

No action taken on this item.

*(Pursuant to Section 54956.9)*

- **CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION (One Case)**

86. It was moved by Ms. Martinez, seconded by Mr. Quintero and carried unanimously, that the Board of Trustees reject the claim.

*(Pursuant to Section 54957)*

- **PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE**

No action taken on this item.

- **PUBLIC EMPLOYEE APPOINTMENTS**
  - Interim Dean, Career Technical Education

87. It was moved by Mr. Quintero, seconded by Mr. Couso-Vasquez and carried unanimously, that the Board of Trustees direct the President to take the appropriate action to employ Michael Slavich as the Interim Dean, Career Technical Education effective June 1, 2008.

- **PUBLIC EMPLOYEE PERFORMANCE EVALUATION**
  - Superintendent/President

No action taken on this item.

*(Pursuant to Section 54957.6*

- **CONFERENCE WITH LABOR NEGOTIATOR**

Agency Negotiator: Teresa Dreyfuss

Employee Organization: RHCFA

No action taken on this item.

**VII. ADJOURNMENT**

Ms. Acosta-Salazar adjourned the meeting at 9:15 p.m. The date of the next regular meeting of the Board of Trustees will be held on Wednesday, May 14, 2008, 6:00 p.m., Rio Hondo College, 3600 Workman Mill Road Whittier, CA 90608.