



Rio Hondo Community College District
REGULAR MEETING OF THE BOARD OF TRUSTEES
April 8, 2009, Pre-Meeting Mixer, 5:15 p.m. Regular Meeting 6:00 p.m.
North Park Middle School, 4450 S. Durfee Ave, Pico Rivera CA
MINUTES – AMENDED (Page 10)

- Location:** North Park Middle School
4450 S. Durfee Ave., Pico Rivera, CA 90660
- Members Present:** André Quintero, President (Presiding)
Angela Acosta-Salazar, Vice President
Gary Mendez, Clerk
Maria Elena Martinez, Member
Cristela Solorio Ruiz, Student Trustee
- Members Absent:** Garry Couso-Vasquez, (excused absence – medical leave)
- Staff Members:** Dr. Ted Martinez, Jr., Superintendent/President
Dr. Paul Parnell, Vice President, Academic Services
Ms. Teresa Dreyfuss, Vice President, Finance and Business
Mr. Henry Gee, Vice President, Student Services
Beverly Reilly, President, Academic Senate
Hannah Pastrano, Vice President, CSEA
Ernesto Zumaya, President, ASB
Ms. Sandy Sandello, (Recorder)

I. CALL TO ORDER

A. Pre-Meeting Mixer (5:15 p.m.)

B. Call to Order (6:00 p.m.)

Mr. Quintero called the meeting to order at 6:05 p.m.

C. Pledge of Allegiance (Led by RHC Color Guard)

The RHC Color Guard led the pledge of allegiance.

D. Roll Call

Trustee Couso-Vasquez was reported absent due to medical leave.

E. Open Communication for Public Comment

Sharon Colley, Director of Sales from the Doubletree Hotel and Pico Rivera Chamber, welcomed the Board to the City of Pico Rivera. Rebecca Green, Full time faculty member thanked the Board for supporting the students on their trip to Sacramento. Roland Araujo from Green West Alliance gave an update on the Environmental Program. Sam Guyan from the League of Women Voters gave spoke regarding Student Body Elections.

BOARD OF TRUSTEES: André Quintero, Angela Acosta-Salazar, Gary Mendez, Maria Elena Martinez
Garry Couso-Vasquez, Cristela Solorio-Ruiz, Student Trustee

F. Approval of Minutes: March 11, 2009; March 21, 2009

78. It was moved by Mr. Mendez, seconded by Ms. Ruiz and carried unanimously, that the Board of Trustees accept the minutes of March 11, 2009 and March 21, 2009 as presented.

G. Commendations

- Pico Rivera City Council
- Superintendent, El Rancho Unified School District, Norbert D. Genis
- Principal, North Park Middle School, Mr. John Lopez
- American G. I. Forum Commendation for Dr. Ted Martinez, Jr. (Joe Duardo and Jake Alarid)
- Classified Retirement (Nedra Root)

H. Presentations

- Environmental Program Update (Karen Koos/Steve Katnik)
- ACEDD-GIS (Mike Slavich/Jay Sunyogh/Warren Roberts)

II. CONSENT AGENDA

79. It was moved by Mr. Mendez, seconded by Ms. Acosta-Salazar and carried unanimously, that the Board of Trustees approve the following Consent Agenda.

A. FINANCE & BUSINESS

1. Finance and Business Reports

a. Purchase Order Report

Attached is 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

Attached is the Payroll Warrant Report for the month of March, 2009.

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

The following Board and Staff Members are approved to attend the educational conferences and Board Meeting as listed below;

Shin Liu to attend the I.T. Faculty Development Institute in Springfield, IL, May 18-22, 2009.

Steve Tomory to attend the NACAT Conference in Charlotte, NC July 16-25, 2009.

Rick Shield to attend the Business Marketing Association 2009 Annual Conference in Chicago, IL, June 10-13, 2009.

Eugene Blackmun to attend the Business Marketing Association 2009 Annual Conference in Chicago, IL, June 9-13, 2009.

3. **Community Services**

- a. La Vonne Moore – To instruct the course: “Read, Eat and Learn: Learn to Read using Five Senses.” Dates of Service will be June 1, 2009 through August 31, 2009. Payment will be split 60% to Rio Hondo and 40% to consultant.

B. **PERSONNEL**

1. **Academic**

a. **Employment**

Substitute/Emergency Hire, Spring 2009

The following employee has requested an exemption from post retirement STRS limitations set forth in Education Code Section 24216

JUCHARTZ, Arline, Communications & Languages, March 3, 2009 thru May 29, 2009 or she will exceed STRS by \$4,377.57

b. **Retirement**

NELSON, Bruce, full-time instructor in Physical Education. His last day of employment is May 29, 2009.

2. **Classified**

a. **Employment**

The following employees are hired in the designated capacity. Funding is available through June 30, 2009. If continued funding should not be available, 45-day notice shall be served prior to the end of funding

CHAVEZ, Vanessa, Educational Advisor, (DECE), Educational Partnerships, 100%, 12 months, effective March 23, 2009

MORALES, Cynthia, Clerk Typist III, Educational Partnerships, 97.5%, 12 months, effective March 24, 2009

VASQUEZ, Linda, Student Services Assistant, Outreach and Matriculation, 100%, 12 months, effective March 24, 2009

The following employee is hired in the designated capacity. Funding is available through August 30, 2009. If continued funding should not be available, 45-day notice shall be served prior to the end of funding

SINGH, BabanPal, Paraprofessional Tutor, Student Support Services, 25%, 10 months, effective March 19, 2009

Substitute, 2009

GARIADOR, Debra, Clerk Typist III, Admissions & Records,
effective March 9, 2009

GONZALES, Carmen, Clerk Typist III, Admissions & Records,
effective March 17, 2009

b. Increase In Assignment

GARCIA, Jenny, Registration Clerk, Admissions and Records,
from 47.5% to 100%, effective April 13, 2009

c. Reclassification

CALDERON, Zulma, Instructional Assistant-Virtual
College reclassified from a Range 27 to a Range 32,
effective January 1, 2008

OLMOS, Gabriela, Instructional Assistant-Virtual
College reclassified from a Range 27 to a Range 32,
effective January 1, 2008

d. Increase in Assignment/Transfer

YRIARTE, Michelle, Clerk Typist II, 100%, 12 months, to the
President's Office, effective March 19, 2009

e. Retirement

ROOT, Nedra, Computer Operations Technician, Information
Technology Services, last day of employment is April 10, 2009

3. Unrepresented (CP 5155), 2009

a. Board of Trustees

Medical Leave

Trustee Garry Couso-Vasquez has requested a Leave of Absence
through the end of June 2009

b. Employment

Non Credit

FURUMOTO, James, Arts & Cultural

Hourly

BOLTON, David, Lifeguard
VILLALOBOS, Brian, Tutor II, LAC

FUENTES, Jenny, Interpreter/Translator
for Deaf

Volunteers

ALMAREZ, Adriana, CDC
DIAZ, Ashley, CDC
GUILLEN, Lucia, CDC
HERNANDEZ, Neira, CDC
KREUSCH, Charles, CDC
LEJSEK, Elizabeth, CDC
MELLADO, Jose, CDC
PEREZ, Nicole, CDC
RAMOS, Gustavo, CDC
RUVACABA, Arnold, CDC
SANDOVAL, Nancy, CDC
TRINIDAD, Vicente, CDC

CARBAJAL, Melissa, CDC
DUNCAN, Monica, CDC
HERNANDEZ, Mauricio, CDC
JUAREZ, Aleyda, CDC
KREUTZER, Skyler, CDC
MARENTES, Elisa, CDC
MEZA, Martin, CDC
PINEDA, Jose Miguel, CDC
REYNAGA, Eduardo, CDC
SALAI, Enrique, CDC
TALVERA, Abraham, CDC

C. ACADEMIC AFFAIRS

1. Curriculum Item

A. New Courses that are Part of an Existing Program

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

**DANC 253: Ballet II
(Physical Education)**

Degree Applicable; (1 Unit)

Justification: The Dance program currently offers three introductory dance techniques but Ballet is the only course that does not have a second level. Many students taking Ballet I have reached, or are close to reaching, the maximum number of times they may take the course. They both need and want more advanced material to continue the developing skills gained in Ballet I.

**ET 280: Green Building Design Principles
(Physical Science)**

Degree Applicable; (3 Units)

Justification: This course will provide students with the knowledge and skills to work in the green building field. Members of the Environmental Technology Advisory Committee recommend the development of green building courses to fill the growing need for green building designers and Leadership in Energy and Environmental Design Accredited Professionals.

**HEM 047: Heavy Equipment Machine Specific Instruction
(Automotive Technology)**

Degree Applicable; (2 Units)

Justification: This course supports a degree/certified program and will provide students who are interested in working in the Heavy Equipment Maintenance industry. This course is one of several new courses that will be part of a certified/degree required by the IDRC grant.

**HEM 048: Heavy Equipment Powertrains II
(Automotive Technology)**

Degree Applicable; (4 Units)

Justification: This course supports a degree/certified program and will provide students who are interested in working in the Heavy Equipment Maintenance industry. This course is one of several new courses that will be part of a certified/degree required by the IDRC grant.

**HEM 049: Heavy Equipment Hydraulics II
(Applied Technology)**

Degree Applicable; (4 Units)

Justification: This course supports a degree/certified program and will provide students who are interested in working in the Heavy Equipment Maintenance industry. This course is one of several new courses that will be part of a certified degree required by the IDRC grant.

**PHTO 185: Introduction to Digital Photography
(Arts & Cultural)**

Degree Applicable; (3 Units)

Justification: Photography is a traditional art medium, which provides students with the opportunity to engage in visual communication and utilize abstract problem solving skills. Currently, only traditional wet lab photography is offered. Much contemporary art and personal photography is digital, and students who take a photography class to fulfill a general education requirement should thus have the ability to study photography using digital cameras and technology. The technical and compositional skills acquired in this course are applicable to art-related academic goals as well as lifelong learning interests.

**PHTO 292: Digital Photography
(Arts & Cultural)**

Degree Applicable; (3 Units)

Justification: Photography is a traditional art medium, which provides students with the opportunity to engage in visual communication and utilize abstract problem solving skills. Currently, only traditional wet lab photography is offered. Most art, commercial, and personal photography being done today, however, is digital; a digital photography class is thus needed as part of the Photography program to meet students' academic and commercial/vocational goals. The course will also fulfill a requirement for the completion of the Associate of Science degree in Photography.

b. New Certificate of Skill Proficiency

The following Certificate of Skill Proficiency has been recommended for inclusion in our offerings and catalog:

**Alternative Energy Technology
(16 Units)**

c. **Unit Change**

The following courses/programs have been recommended for a unit change to reflect an increase/decrease in course content:

ADN 075: LVN Transition into ADN Program
(From 2 Units to 2.5 Units)

RDIO 136: Radio Production
(From 3 Units to 4 Units)

VN 081L: Maternal and Pediatric Nursing Lab
(From 3.5 Units to 2.5 Units)

*UC transfer process in progress for courses where applicable

III. **ACTION ITEMS**

A. **FINANCE & BUSINESS**

1. **Consultant Services**

80. It was moved by Ms. Ruiz, seconded by Ms. Acosta-Salazar and carried 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. Dr. Juan Sanchez – External evaluator to develop a summative and formative evaluation plan for the Destination Early Childhood Education (DECE) project, including but not limited to the creation of evaluation tools and analysis of data. Dates of service are April 9, 2009 through June 30, 2009. Payment is not to exceed \$10,500 from a Destination Early Childhood Education grant.

2. **Tier Payment Processor Integration Software**

81. It was moved by Ms. Martinez, seconded by Ms. Ruiz and carried unanimously, that the Board of Trustees accept and awarded contract tot Tier for Payment Processor Integration Software and Programming in an amount not to exceed \$7,000 from Bond Funds authorizing the Administration to execute the appropriate documents on behalf of the District.

3. **Award Hunt Contract – Hunt-Rio Hondo Limited**

82. It was moved by Mr. Mendez, seconded by Ms. Acosta-Salazar and carried unanimously, that the Board of Trustees accept and awarded contract to Hunt-Rio Hondo Limited for professional services authorizing Administration to execute the appropriate documents on behalf of the District.

4. **Approve Instructional Services Agreement**

83. It was moved by Mr. Mendez, seconded by Ms. Acosta-Salazar and carried unanimously, that the Board of Trustees approve the Instructional Service Agreement as outlined and authorized the Superintendent/President or designee sign the appropriate documents on behalf of the District.

5. **Acceptance of Bid #1108 Maintenance Facility Addition as Substantially Complete**

84. It was moved by Ms. Acosta-Salazar, seconded by Ms. Ruiz and carried unanimously, that the Board of Trustees accepted as complete the work performed under Bid #1108 and authorized the filing of a Notice of Completion with the Los Angeles County Recorder.

6. **Ratification of Change Order #8 – Bid #1119 Library and Learning Resource Center: Bernards Brothers, Inc.**

85. It was moved by Ms. Acosta-Salazar, seconded by Ms. Martinez and carried unanimously, that the Board of Trustees ratified Change Order #8 for a net increase to the contract in the amount of \$89,842.00 to new total of \$28,082,343 payable from State and Bond funds and authorized the Administration to execute the change orders on behalf of the District.

7. **Construction Management Services Agreement for the Administration of Justice Building – Telacu Construction Management**

86. It was moved by Ms. Martinez, seconded by Mr. Mendez and carried unanimously, that the Board of Trustees approved the Construction Management Services agreement for the Administration of Justice Building with TELACU Construction Management in an amount not to exceed \$800,000 to be paid from Bond Funds and authorized the Superintendent/President to execute the appropriate documents on behalf of the District.

8. **Ratification of Change Order #2 – Bid #1136 Applied Technologies Building Renovation Project: W.E. O’Neil Construction Company**

87. It was moved by Ms. Acosta-Salazar, seconded Ms. Martinez and carried unanimously, that the Board of Trustees ratified Change Order #1 for a net increase to the contract in an amount of \$31,890 (A net increase of approximately 0.3%) for a new total of \$11,165,119 payable from Bond Funds and authorize the Administration to execute the change order on behalf of the District.

9. **Revenue Agreement – Rio Hondo Truck Academy (Sponsored by the Foothill Training Officers Association)**

88. It was moved by Mr. Mendez, seconded by Ms. Martinez and carried unanimously, that the Board of Trustees authorized the request to enter into a revenue agreement with the Rio Hondo Truck Academy providing them training on how to safety ventilate a structure through April 8, 2010 and authorized the Administration to execute a contract on behalf of the District.

10. **Inspection and Testing Services**

89. It was moved by Ms. Martinez, seconded by Ms. Ruiz and carried unanimously, that the Board of Trustees approved inspection and testing services outlines of Kal Krishnan Consulting Services, Gateway Science 7 Engineering, Universal Laboratories, RMA Group, Converse Consultants, and Twinning Labs with a total not to exceed an additional amount of \$1,950,000 to a total of \$3,810,000 from State and Bond Funds.

11. **Construction Management Services Agreement for the Central Plan and Infrastructure Projects: Pacifica Services, Inc.**

90. It was moved by Mr. Mendez, seconded by Ms. Martinez and carried unanimously, that the Board of Trustees approved additional services and fees to the Construction Management Services agreement for the Central Plant and Infrastructure Projects with Pacifica Services, Inc. in an amount not to exceed \$384,000 to a new total of \$1,334,000, to be paid from Bond funds and authorize the Superintendent/President or designee to execute appropriate documents on behalf of the District.

12. **Ratification of change Order #2, Bid #1118B Site Infrastructure Project: EMMA Construction**

91. It was moved by Mr. Mendez, seconded by Ms. Martinez, and carried unanimously, that the Board of Trustees approved ratification of Change Order #2 for a net increase to the contract in an amount not to exceed \$77,961.60 for a new total of \$13,420,462.60 payable from Bond funds and authorized the Administration to execute the change order on behalf of the District.

B. PRESIDENT'S OFFICE

1. **Approval of New-Revision of Board Policies/Administrative Procedure (First Reading)**

92. It was moved by Ms. Ruiz, seconded by Ms. Acosta-Salazar and carried unanimously, that the Board of Trustees approved the Board Policies listed below for first reading with the exception of BP 4106 Nursing Programs.

New 3000s

BP 3500	Campus Safety
BP 3515	Reporting of Crimes
BP 3518	Child Abuse Reporting
BP 3520	Local Law Enforcement
BP 3530	Weapons on Campus
BP 3530	Sexual and Other Assaults on Campus
BP 3550	Drug Free Environment and Drug Prevention Programs
BP 3710	Securing of Copyright

New 4000s

BP 4060	Delineation of Functions
BP 4106	Nursing Programs (This item was pulled)
BP 3540	Multiple & Overlapping
BP 4231	Grade Change

Revised

BP 1500	Special Rio Hondo Awards
BP 7335	Health Examinations

IV. INFORMATION ITEMS

1. Building Program

2. Accreditation Response 1 (amended to reflect discussion)

- Mr. Quintero commented that there was still some work to be done and that volunteers from the Board were needed to serve on a board subcommittee to work on Part 1 (professional development), Part 2 (presidential selection process) and Part 3 (agreement on accreditation materials development).
- Ms. Acosta-Salazar, Mr. Mendez, and Ms. Martinez all volunteered to serve on this subcommittee. Mr. Quintero added that he, too, wanted to serve on this subcommittee.
- Although some board members believed that substantive work had already been completed with respect to Parts 1 and 3, Mr. Quinter reminded the Board that additional work still needed to be done to make sure that the correct language was written and the appropriate action be taken so that the recommendation was completely satisfied.
- Mr. Quintero recognized that Part 2 would be the most labor-intensive and noted that each of the members present indicated an interest in working on this section.
- Mr. Quintero recommended that the Board subcommittee work on details related to Parts 1 and 3 so that the Board is prepared to take action at the second working session in May.
- Mr. Quintero asked that the Board return on May 13 prepared with their ideas and their opinions on what needed to be done to resolve the issues addressed in this part of the recommendation.
- In the effort to solicit input from various sources on Recommendation 6b(2), Mr. Quintero directed the Superintendent/President to speak with appropriate stakeholders.
- Mr. Quintero requested that the Superintendent/President invite appropriate staff to be prepared to come and provide feedback at the 4:00 p.m. accreditation working session #2 before the May 13th Board Meeting.
- Dr. Martinez responded that he would work the ART co-chairs to be point persons for providing appropriate feedback.
- Dr. Martinez added that Sandy Sandello would coordinate a date for the Board subcommittee to meet and work on parts 1 and 4.
- Mr. Quintero adjourned the session at 8:17 p.m.

V. STAFF AND BOARD COMMENTS

VI. CLOSED SESSION

Mr. Quintero recessed the meeting to closed session at 7:47 p.m. Mr. Quintero reconvened the meeting at 8:10 p.m. and reported the following action was taken in Closed Session.

Pursuant to Section 54956.8:

- **Conference With Real Property Negotiator**
 - 3017 Tyler Avenue, El Monte, California
 - 11515 S. Colima Road, Whittier, California

No action taken on this item.

Pursuant to Section 54957

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

No action taken on this item.

- **PUBLIC EMPLOYEE APPOINTMENT**

- Dean, Student Success and Retention (Basic Skills)

93.

It was moved by Mr. Mendez, seconded by Mr. Quintero and carried unanimously, that the Board of Trustees directed the Superintendent/President to take the appropriate action to appoint Robert Holcomb as the Assistant Dean, Retention and Success (Basic Skills).

Pursuant to Section 54957.6

- **CONFERENCE WITH LABOR NEGOTIATOR**

Agency Negotiator: Teresa Dreyfuss

Employee Organization: CSEA, RHCFA

No action taken on this item.

VII. ADJOURNMENT

Mr. Quintero Adjourned the meeting at 8:17 p.m. The date of the next regular meeting, of the Board of Trustees will be held on Wednesday, May 13, 2009, 6:00 p.m. Rio Hondo College, 3600 Workman Mill Road, Whittier, California.