I. CALL TO ORDER

A. Call to Order

Ms. Shapiro called the meeting to order at 10:10 a.m.

B. Pledge of Allegiance

Pledge of Allegiance led by Howard Kummerman.

C. Roll Call

Ms. Acosta-Salazar arrived at 10:35 a.m.; Ms. Garcia arrived at 10:55 a.m.

D. Open Communication for Public Comment

Mr. John Parra, Counselor, addressed the Board regarding the extension of Vice President of Student Services’ contract.
Ms. Rene Tai apologized to the Board and Superintendent/President for addressing the Board at the October 9, 2013 Board Meeting under public comments in regards to the evaluation process of the vice presidents without finding out all the facts prior to her speaking.

II. STUDY SESSION – BOARD RETREAT

- **Review Proposed Draft Mission Statement** – Mr. Howard Kummerman, Dean of Institutional Research and Planning, reviewed Accreditation Standard IA: Institutional Mission and discussed the proposed draft statement in addition to the Mission Statement revision timeline (see attached). The Board indicated that they would like a budget discussion and how it links to the mission statement. (See Attached)

- **Review of Board Goals** – The Board reviewed their Board goals and requested the following:
  - that the Board goals be tied to the mission statement;
  - that the Board review their goals in six months and again in twelve months;
  - that a study session be scheduled every three months to receive status of set goals;
  - that Board guidelines are developed and adopted; and
  - that the Board Policy on Board development (BP 2740 – Board Education) be tied to the Board goals.

- **Accreditation Workshop - Standard IV** – An Accreditation Workshop was facilitated by Bill McGinnis, of CCLC, which included a discussion of the Standard IV measures and performance of the Board of Trustees in addition to the trustee activities involved in the accreditation process.

  As part of the Board discussion, the Board requested the following:

  - that the budget guidelines be tied to the Board goals;
  - with the election of a new Board Member, the Board requested that the new member be provided with the Board Protocols, Board Policies pertaining to the Board of Trustees, and Board Code of Ethics;
  - that two meetings be held a month – one regular, and one study session;
  - that the Superintendent/President have a quarterly meeting with each Board member to assist the Superintendent/President to be successful;
  - that a six-month retreat be held with the Board and Superintendent/President;
  - that the Board evaluation be tied with the Board goal and establish budget guidelines;
  - that the accreditation training link be sent to the Board; and
  - that a fact sheet with resources be given to the Board before the Accreditation visit.

III. CLOSED SESSION

Ms. Shapiro recessed the meeting to Closed Session at 12:30 p.m. and reconvened at 1:05 p.m.

*Pursuant to Section 54957:*
PUBLIC EMPLOYEE PERFORMANCE EVALUATION/APPOINTMENT
  o Vice President, Academic Affairs
  o Vice President, Student Services

Title 5, California Code of Regulations, Section 59328-59338

Mr. Gary Mendez was not present for the following action.

The following action was reported out as follows:

283. It was moved by Ms. Santana, seconded by Ms. Acosta-Salazar and carried to approve the contract of Vice President of Student Services for a 2-year contract effective July 1, 2014 with no increase in salary. Ms. Shapiro voted no.

284. It was moved by Ms. Garcia, seconded by Ms. Acosta-Salazar and carried unanimously to approve the contract of Vice President of Academic Affairs for a 2-year contract effective July 1, 2014 with no increase in salary.

IV. ADJOURNMENT
Date of Next Regular Board Meeting November 13, 2013, 6:00 p.m. (Rio Hondo College, Board Room, 3600 Workman Mill Road, Whittier)
MISSION STATEMENT REVISION TIMELINE

Task Force Committee Members: Kenn Pierson, Howard Kummerman, Lydia Gonzalez, Beverly Reilly, Jim Sass, Gina Bove, Sandra Rivera, Mike Munoz, Valeria Guerrero, J.J. Magallon, Darinka Becerra, Christopher Santana

April 5, 2013  Educational Master Plan Kick-off at Institutional Planning Retreat
   • Mission Statement Review
   • Educational Philosophy/Strategic Directions
   • Institutional Standards

May 7, 2013  PFC Meeting
   • Establish Mission Statement Task Force

July 22, 2013  First meeting of the Mission Statement Task Force
   • Discussion on decision to revise Mission Statement or not
   • Key concepts to include in Mission Statement

August 8, 2013  Second meeting of the Mission Statement Task Force
   • Actual revision of Mission Statement

August 21, 2013  Third meeting of the Mission Statement Task Force
   • Finalized draft of revision of Mission Statement

August 27, 2013  Review of draft Mission Statement by PFC

September - October  Roll out and review of proposed draft Mission Statement
   • ASRHC - September 16, 3:00pm, SS305
   • Academic Senate - September 17, 1:05pm, Board Room
   • President’s Advisory Committee - September 26, 8:00am, Board Room
   • Campus Open Review Sessions - September 26, 12:00-2:00pm and 4:00-6:00pm, SS305
   • President’s Council – November 5, 2013, 8:30am, Board Room
   • Administrative Council - October 1, 2013, 10:30am, Board Room
   • CSEA Executive Committee – September 25, 2013
   • Board of Trustees Workshop - October 19, 2013

October 15, 2013  Mission Statement Task Force Review

October 29, 2013  Mission Statement Task Force Review

November 12, 2013  PFC review and recommend draft Mission Statement to the President

December 11, 2013  Board of Trustees review and approval of revised Mission Statement
PROPOSED DRAFT MISSION STATEMENT

Rio Hondo College is committed to the success of its diverse students and community by providing dynamic educational opportunities and resources that lead to associate degrees, certificates, transfer, career and technical education, basic skills proficiency, and lifelong learning.

- Feedback for word dynamic
  - Potential replacement words
    - Transformative
    - Progressive
    - Responsive
    - Competitive
    - Vital
  - Remove word
  - Keep it the way it reads – definition: of a process or system characterized by constant change, activity or progress. Respect to a person. Positive attitude and full of energy and new ideas. It is an awesome word!

- Change Career and Technical Education
  - Career and Technical Skills/Employment/Training
  - Careers
  - Job Placement
  - Career pathways

- Change list of accomplishments to
  - A phrase that includes completion
Accreditation Standard I: Institutional Mission and Effectiveness

The institution demonstrates strong commitment to a mission that emphasizes achievement of student learning and to communicating the mission internally and externally. The institution uses analyses of quantitative and qualitative data and analysis in an ongoing and systematic cycle of evaluation, integrated planning, implementation, and re-evaluation to verify and improve the effectiveness by which the mission is accomplished.

A. Mission

The institution has a statement of mission that defines the institution’s broad educational purposes, its intended student population, and its commitment to achieving student learning.

• What does the institution’s mission statement say about its educational purposes? Are these purposes appropriate to an institution of higher learning?

• Who are the college’s intended students? How does the institution determine its intended population? Is the identified population a reasonable match for the institution’s location, resources, and role in higher education?

• What processes does the institution use to foster college wide commitment to student learning? Does the mission statement express this commitment?

1. The institution establishes student learning programs and services aligned with its purposes, its character, and its student population.

• Have discussions been held among key constituents regarding the relevance of the mission statement to student learning?

• What statements about student learning are included in the mission statement? How do these statements make explicit the purposes of the institution?

• How does the institution know that it is addressing the needs of its student population?

• What assessments of institutional effectiveness are undertaken?

2. The mission statement is approved by the governing board and published.

• When was the current mission statement approved by the board?

3. Using the institution’s governance and decision-making processes, the institution reviews its mission statement on a regular basis and revises it as necessary.

• How effective is the institution’s process for periodic review of the mission statement? Does the process allow for incorporating the interests of the institutions’ stakeholders?

• How does the institution know that the way the mission statement is developed, approved and communicated to all stakeholders is effective? What circumstances prompt changes to the statement?

4. The institution’s mission is central to institutional planning and decision making.

• How effectively does the mission statement prompt planning and decision making? To what extent is the mission statement central to the choices the college makes?
RIO HONDO COLLEGE

VISION

Rio Hondo College strives to be an exemplary California community college, meeting the learning needs of its changing and growing population and developing a state of the art campus to serve future generations.

MISSION

Rio Hondo College is a collaborative center of lifelong learning which provides innovative, challenging, and quality educational offerings for its diverse students and community.

VALUES

1. Quality teaching and learning
2. Student access and success
3. Diversity and equity
4. Fiscal responsibility
5. Integrity and civility