I. CALL TO ORDER

A. Call to Order

Ms. Shapiro called the meeting to order at 6:10 p.m.

B. Pledge of Allegiance

Led by Tai Crane Karate Dojo of Mayberry Park.

C. Roll Call

Ms. Acosta Salazar reported absent (not excused).

D. Approval of Minutes: June 12, 2013; June 14, 2013

170. It was moved by Mr. Mendez, seconded by Ms. Shapiro and motion failed due to lack of a quorum to approve the minutes of June 12, 2013 and June 14, 2013. Ms. Garcia and Student Trustee Carroll abstained from the vote approving the minutes of June 14, 2013 due to their absence.
E. **Open Communication for Public Comment**

Rio Hondo College Veteran students, Robert Diaz and Patrick Aceves addressed the Board expressing their desire for a veterans memorial, relocation of the flag pole, and the need for additional counselors.

F. **Commendations**

- Rio Hondo College Tennis Team Champions Foothill Conference
- Tennis Team Coach of the Year (7th Time) – Karen Unger
- Management Retiree – Susan Herney *(Marketing & Communications)*

Ms. Garcia left at this point of the meeting

**BREAK FOR BRIEF RECEPTION**

G. **Presentations**

- TRIO (Dr. Zolita Fisher)

Board President Shapiro reordered the agenda and recessed the meeting to Closed Session at 6:49 p.m.

Ms. Garcia returned at this point of the meeting.

VI. **CLOSED SESSION**

Upon returning from Closed Session at 8:25 p.m., Trustee Shapiro reported out the following action:

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

*Pursuant to Section 54956.9(b):*

- **CONFERENCE WITH LEGAL COUNSEL** – Anticipated Litigation (3 Cases)

*Pursuant to Section 54957:*

- **PUBLIC EMPLOYEE EMPLOYMENT**
  - Psychologist / Coordinator Psychological Services

171. It was moved by Mr. Mendez, seconded by Ms. Santana and carried unanimously to approve the employment of Denna Sanchez as Psychologist / Coordinator Psychological Services effective August 23, 2013.

- **PUBLIC EMPLOYEE APPOINTMENT**
  - Dean, Arts and Cultural Programs / Interim Director Continuing Education

172. It was moved by Ms. Garcia, seconded by Ms. Santana and carried unanimously to appoint Christopher Guptill as Dean of Arts and Cultural Services / Interim Director, Continuing Education.
• **Interim Vice President, Finance & Business**

173. It was moved by Ms. Garcia, seconded by Ms. Santana and carried unanimously to appoint Philip Luebben as the Interim Vice President, Finance & Business effective date of July 22, 2013.

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

174. It was moved by Ms. Garcia, seconded by Ms. Santana and carried unanimously that the Board of Trustees accept arbitrator’s, Terri Tucker’s, recommendation to suspend employee #259 (Faculty Seniority Number).

*Pursuant to Section 54957.6:*

- **CONFERENCE WITH LABOR NEGOTIATOR**
  
  Agency Negotiator: Teresa Dreyfuss  
  Employee Organization: CSEA, RHCFA

175. It was moved by Mr. Mendez, seconded by Ms. Santana and carried unanimously that the Board of Trustees ratify the Memorandum of Understanding dated July 8, 2013 between CSEA Chapter 477 and the Rio Hondo Community College District (See Attached)

H. **PUBLIC HEARING ON THE INITIAL PROPOSAL FOR A SUCCESSOR AGREEMENT TO THE 2010/2013 RIO HONDO COLLEGE FACULTY ASSOCIATION/ CCA/CTA/NEA COLLECTIVE BARGAINING AGREEMENT SUBMITTED BY RIO HONDO COLLEGE.**

176. It was moved by Mr. Mendez, seconded by Ms. Santana to open the public hearing at 7:35 pm on the initial proposal for a successor agreement to the 2010/2013 Rio Hondo College Faculty Association/CCA/CTA/NEA collective bargaining agreement submitted by Rio Hondo College.

177. After hearing no comments from the public, it was moved by Mr. Mendez, seconded by Ms. Santana to close the hearing at 7:36 p.m.

II. **CONSENT AGENDA**

178. It was moved by Ms. Santana, seconded by Ms. Shapiro and carried unanimously to approve the following Consent Agenda:

A. **FINANCE & BUSINESS**

1. **Finance & Business Reports**

   Approved Purchase Order Report reviewing purchases for the preceding 60 days.


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

   Approved the following staff members and Board Members who could attend in the following educational conferences:
Mike Munoz to participate at the National Community College Hispanic Council (NCCHC) Annual Leadership Symposium in Chicago, Illinois on September 19-21, 2013.


3. **Renew Clinical Affiliation Agreement with Presbyterian Intercommunity Hospital (PIH)**

Approved the renewal of the clinical affiliation agreement with Presbyterian Intercommunity Hospital, Inc., doing business as PIH Health Hospital to provide Rio Hondo Community College District Health Science students with clinical experience. PIH has changed its name and is now a California Nonprofit Public Benefit Corporation. Term of the Affiliation will be for a period of 2 years through July 2, 2015.

4. **Renewal of Instructional Services Agreement with the U.S. Forest Service – Angeles National Forest**

Approved the renewal of instructional services agreement for wildland fire related training which includes but not limited to “Wildland Fire Academy Emergency Response Training & Incident Command Training available to U.S. Forest Service / Angeles National Forest employees. Revenue generated from FTES will be split 80% to Rio Hondo and 20% to the U.S. Forest Service. The term of this instructional services agreement is through June 30, 2014.

5. **Nursing Clinical Affiliation Agreement with California State University, Dominguez Hills**

Approved the Nursing Clinical Affiliation Agreement with California State University Dominguez Hills from June 25, 2013 through June 24, 2016 or until terminated by either party with sixty (60) days advance written notice.

**B. PERSONNEL**

1. **Academic**

a. **Employment**

Summer Assignments 2013, 2nd Session

See attached list

Summer Assignments 2013 (part-time) 2nd session

See attached list

Hourly as Needed, 2013-2014

HINARO, Nahrin, Business

LARA, Jose, Counseling & Student Development
2. **Management and Confidential**
   
a. **Retirement**
   
   HERNEY, Susan, Director of Marketing and Communications. Her last day of employment is September 6, 2013 and her first day of retirement is September 9, 2013

3. **Classified**
   
a. **Employment, 2013-2014**
   
   **Regular Classified**
   
   HUERTA, Silvestre, Custodian, Facilities Services, 100%, 12 months, effective June 17, 2013
   
   KNIGHT, Patricia, Custodian, Facilities Services, 100%, 12 months, effective June 17, 2013
   
   The following employee has been hired in the designated capacity with dedicated funding through June 30, 2014. If continued funding should not be available, 60-day notice shall be served:
   
   VILLEGAS, Cindy, Sr. Financial Aid Assistant, Financial Aid, 100%, 12 months, effective July 15, 2013
   
   **Continued Employment Regular Classified**
   
   The following employees will continue in the designated capacity with dedicated funding through June 30, 2014. If continued funding should not be available, 60-day notice shall be served:
   
   ACOSTA, Monika, Financial Aid Coordinator, Financial Aid
   
   CASTANEDA, Arely, Sr. Financial Aid Assistant, Financial Aid
   
   CORRALES, Lydia, Clerk Typist III, Career Technical Education
   
   LEE, Jennifer, Clerk Typist III, Continuing Education
   
   TAPIA, Erika, Student Service Assistant, Admissions & Records
   
   **Substitute, 2013-2014**
   
   AGUILAR, Alice, Registration Clerk, Admissions & Records, effective June 24, 2013
   
   AMADOR, Daniel, FA Training &Operations Spec., Public Safety, effective July 1, 2013
   
   GALVEZ, Everardo, Financial Aid Assistant, Financial Aid, effective June 10, 2013
   
   GARTNER, Michael, FA Training & Ops. Specialist, Public Safety, effective July 1, 2013
   
   MIOVSKY, Delmira, Admissions & Records Assistant, Admissions, effective
July 1, 2013
RIOS, Jesus, Financial Aid Assistant, Financial Aid, effective June 10, 2013

Short Term, 2013

GUTIERREZ, Mark, Sr. Systems Analyst, Information Technology Services, effective July 11, 2013

b. Promotion

The following employee has been hired in the designated capacity with dedicated funding through June 30, 2014. If continued funding should not be available, 60-day notice shall be served:

MALAVE, Patricia, Sr. Financial Aid Assistant, Financial Aid, 100%, 12 months effective July 1, 2013

c. Leave of Absence

LARA, Jose, Student Services Assistant, Transfer Center, has requested a 50% leave of absence from his classified position, effective August 1, 2013, and until the Transfer Center Coordinator returns from Maternity leave

d. Family Care and Medical Leave

RUIZ, Jorge, Admissions & Records Assistant, has requested a six-week Family Care & Medical Leave, to be taken intermittently, effective July 12, 2013

e. Retirement

SAMUELS0N, Robert, Sr. Photocopier Machine Operator, Printing Services. His last day of employment was June 11, 2013 and his first day of retirement was June 12, 2013

4. Unrepresented (AP 7130), 2013-2014

a. Employment

Hourly

HURTARTE, Gary, Coaching Specialist, Physical Education
LOPEZ, Carlos, Coaching Specialist, Physical Education

Non Credit, 2013-2014

ADAMS, Frederick, Continuing Education
SEVILLA, Norma, Continuing Education
Continuing Education/Industrial Trainers

ALAEI, Brittany
DYPIANGCO, Gerard
ESTREMERIA, Angel
OLEA, Eugene
RAINIS, Michele

ALAEI, Shahnaz
EGGETT, Kellie
IKEDA, Susan
OLIVAS, Sally
SANTOSTEFANO, Michela

Volunteers

AGUINIGA CAMPOS, Javier, Physical Ed.
BREILING, Darla, Child Devp. Center
CARRANZA, Rachel, Child Devp. Ctr.
ESTREDA, Alan, Child Devp. Center
MARTINEZ, Frank, Physical Ed.
McLAUGHLIN, Anne, Child Dev.
ORTIZ, Ricky, Child Devp. Ctr.
Center

2013/06/24
Rio Hondo Community College District

RHR0486Q - OVERLOAD ALPHA LIST

Name          Department
ALVARADO, GUADALUPE    COUNSELING & STUDENT DEV.
ARCHAMBAULT, ALAN K.   MATHEMATICS
AYALA, ARmando J       PHYSICAL EDUCATION
BACA, JOSE MANUEL     BEHAVIORAL AND SOCIAL SCIENCES
BALCH, DAVID E         PUBLIC SAFETY
BRUTLAG, BRIAN T.      BEHAVIORAL AND SOCIAL SCIENCES
CALLINAN, THOMAS M.    COMMUNICATIONS & LANGUAGES
CARTAGENA, ALAYSON J.   PHYSICAL EDUCATION
COFFMAN, DANIEL P.     PUBLIC SAFETY
DURAN, JOSE J.         BEHAVIORAL AND SOCIAL SCIENCES
FREGICIANO, ROBERT   PUBLIC SAFETY
GONZALEZ, LYDIA LORENE   MATHEMATICS
HERZFELD, SHARE        HEALTH SCIENCES AND NURSING
HINZE, MICHAEL         PHYSICAL EDUCATION
HUNIQUEZ, JORGE A.    COUNSELING & STUDENT DEV.
ISAC, LILY             COMMUNICATIONS & LANGUAGES
JOHNSON, STEVE        PHYSICAL EDUCATION
KAMMIE, MUNTA         COMMUNICATIONS & LANGUAGES
KATNIK, STEPHEN E    BIOLOGY
KESNER, PATRICIA      BEHAVIORAL AND SOCIAL SCIENCES
KIMBER, GEORGE H.     PUBLIC SAFETY
KOHLLE, STEPHEN R     COMMUNICATIONS & LANGUAGES
LYNCH, KELLY C.       BEHAVIORAL AND SOCIAL SCIENCES
MCKALSON, BARBARA G.  BEHAVIORAL AND SOCIAL SCIENCES
MORA, JUANNA R.       PUBLIC SAFETY
NEWMAN, JAMES E.      BEHAVIORAL AND SOCIAL SCIENCES
PRESTON, THEODORE M.  COUNSELING
RIVERA, MARY E       PHYSICAL EDUCATION
SINK, JODI M.         PHYSICAL EDUCATION
TANAKA, JENNIFER     PHYSICAL EDUCATION
URQUI ODI, BIANCA L.   BUSINESS
WILLIAM, JERRY L.     BUSINESS
WHITFORD, JON R.   BUSINESS
III. ACTION ITEMS
A. FINANCE & BUSINESS
   1. Consultants

   It was moved by Mr. Mendez, seconded by Ms. Santana and carried unanimously to approve the following Consultants:

   a. Alliance of School for Cooperative Insurance Programs (ASCIP) – To provide consultant services in regards to Campus Safety, Security and Emergency Preparedness. Dates of service are July 14, 2013 through July 13, 2014. Payment is not to exceed $61,500.00 from the General Fund.

   b. Jean McHatton - To present & coordinate CTE-TEACH Grant activities; will be responsible for recruiting with high school and ROP partners. Dates of service: July 11, 2013 – July 31, 2014. Payment not to exceed $3,000.00 from CTE-TPP Grant #00590
c. Southwest Management Consultants, Inc. – To provide local political consulting and to facilitate the development of partnerships with local governments, private companies and the labor sector for fiscal year 2013-2014 on an as needed basis. Cost not to exceed $15,000.00/year from Unrestricted General Funds.

2. **Vehicle Donation – Kia Motors**

   180. It was moved by Mr. Mendez, seconded by Ms. Santana and carried unanimously that the Board of Trustees accept the donation of eight (8) vehicles from Kia Motors for use and training at the Rio Hondo College Public Safety Fire Training Center and authorized consignment to an automobile recycling company after their destruction by way of our extraction training classes.

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<tr>
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<th>Model</th>
<th>Vehicle Identification Number</th>
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</table>

3. **Appointment or Reappointment to Rio Hondo College Citizens Oversight Committee**

   181. It was moved by Mr. Mendez, seconded by Ms. Santana and carried unanimously to approve the Student Trustee’s appointment, Valeria Guerrero, to serve on the Citizen’s Oversight Committee.

4. **Automated External Defibrillators for PE Complex – 7g Safety**

   182. It was moved by Mr. Mendez, seconded by Student Trustee Carroll and carried unanimously that the Board of Trustees approve the acquisition of Automated External Defibrillators from 7g Safety for the PE Complex Project, in the amount of $5,964.48 from Bond Funds and authorized the Administration to execute the appropriate documents on behalf of the District.

5. **MTVN Services Agreement – MTV Networks on Campus, Inc.**

   183. It was moved by Mr. Mendez, seconded by Ms. Shapiro and carried unanimously that the Board of Trustees approve a five (5) year services agreement with MTV Networks on Campus, Inc. (MTVN) and authorized the Administration to execute the appropriate documents on behalf of the District.

It was moved by Mr. Mendez, seconded by Ms. Santana and carried unanimously that the Board of Trustees approve a (3) three-year testing and recruitment agreement with the National Testing Network, Inc. and authorized the Administration to execute the appropriate documents on behalf of the District.

7. **Amendment Revenue Agreement – John Deere Power Systems**

It was moved by Ms. Santana, seconded by Ms. Shapiro and carried unanimously that the Board of Trustees approve amending the revenue agreement with John Deere Power System through June 13, 2014 and authorized the Administration to execute the appropriate documents on behalf of the District.

8. **Board Resolution Approving Contract Number CSPP-3231 with California Department of Education Funding California State Preschool Program (CSPP)**

It was moved by Mr. Mendez, seconded by Ms. Santana and carried unanimously that the Board of Trustees approve a contract #CSPP-3231 from the California Department of Education funding the California State Preschool Program in the amount not to exceed $338,949.00 and authorized the Administration to execute the appropriate documents on behalf of the District.

9. **Board Resolution Approving Cash Management Services Agreement – Bank of the West**

It was moved by Mr. Mendez, seconded by Student Trustee Carroll and carried unanimously that the Board of Trustees approve the Bank of the West Cash Management Services Agreement and accompanying Board Resolution, authorizing the Administration to execute the appropriate documents on behalf of the District.

10. **Marketing and Communication Program Fees – Interact Communications**

It was moved by Ms. Santana, seconded by Mr. Mendez and carried unanimously that the Board of Trustees approve the program fees of a) $3,350.00 for the 2013 National Media Preferences Survey Program and b) $2,500.00 for the 2013 Online Community Survey both with Interact Communications and authorized the Administration to execute appropriate documents on behalf of the District.

11. **Revenue Agreement with the Commission of Peace Officer Standards and Training (POST) Providing Force Option and Driving Simulator Training**

It was moved by Mr. Mendez, seconded by Ms. Santana and carried unanimously that the Board of Trustees approve the revenue agreement as presented and authorized the Administration to execute appropriate documents on behalf of the District.
12. **Instructors for the Operating Engineers Training Trust Apprenticeship Program 2013-2014**

190. It was moved by Mr. Mendez, seconded by Ms. Santana and carried unanimously that the Board of Trustees approve the employment of the instructors listed below for the Operating Engineers Training Trust Apprenticeship Program for fiscal year 2013/2014:

- Rich Beesmer
- David Barton
- Keith Aker
- Dan Cox
- Loren Gameros
- John Sharon


191. It was moved by Mr. Mendez, seconded by Ms. Santana and carried unanimously that the Board of Trustees approve the employment of the instructors, listed below for the Heat and Frost Training Trust Apprenticeship Program for fiscal year 2013/2014:

- Tony Magallanes
- Caesar Ramirez
- Salvador Romero
- Manuel Pacheco
- Luis Cuevas

14. **Instructors for the Southern California Carpentry Joint Apprenticeship and Training Committee and/or Southwest Carpenters Training Fund Apprenticeship Program 2013-2014**

192. It was moved by Mr. Mendez, seconded by Ms. Santana and carried unanimously that the Board of Trustees approve the employment of the instructors, listed below for the Southern California Carpentry Joint Apprenticeship and Training Committee and/or Southwest Carpenters Training Fund for fiscal year 2013/2014:

- Todd Aston
- Jesus Beltran
- Ismael Castillo
- John M. Castillo
- Michael X. Contreras
- Juan J. Flores
- Michael A. Gauntt
- Jason Geiger
- Dario A. Gonzales
- William E. Gosnell
- Lamar Hanger
- Miguel Jimenez
- Gonzalo M. Luna
- Mike Madrid
- Luis O. Maltos
- Jesse M. Milan
- Robert Miller
- Manuel A. Najera
- Ismael Onofre
- Thomas Rodriguez
- Thomas M. Rooney
- John C. Sartor
- Ronald L. Smallwood
- William Thompson
15. **Grant Agreement 13-160-003 Deputy Sector Navigator Energy Efficiency and Utilities – California Community College Chancellor's Office Workforce and Economic Grants Division**

   It was moved by Ms. Santana, seconded by Mr. Mendez and carried unanimously that the Board of Trustees approve the Deputy Sector Navigator Energy Efficiency and Utilities Grant in the amount of $300,000.00 and authorized the Administration to execute appropriate documents on behalf of the District.

16. **Design and Develop New Website for Rio Hondo Community College District – Uptown Studios**

   It was moved by Mr. Mendez, seconded by Student Trustee Carroll and carried unanimously that the Board of Trustees approve Uptown Studios to provide a new website for the Rio Hondo Community College District in the amount of $4,350.00 from General Funds and authorized the Administration to execute appropriate documents on behalf of the District.

17. **Bid #1118B – Site Utility Infrastructure – Additional DSA Plan Check Fees**

   It was moved by Ms. Garcia, seconded by Mr. Mendez and carried unanimously that the Board of Trustees approve the additional fees to the Division of the State Architect for final review and closeout of the Site Utility Infrastructure project for an amount not to exceed $3,404.93 from Bond Funds and authorized the Administration to execute appropriate documents on behalf of the District.

18. **Alliance Agreement – University of Phoenix (UOP)**

   It was moved by Ms. Garcia, seconded by Ms. Santana and carried unanimously that the Board of Trustees approve alliance agreement between the University of Phoenix and the Rio Hondo Community College District and authorized the Administration to execute appropriate documents on behalf of the District.

19. **Grant Agreement 13-156-004 Deputy Sector Navigator Health Los Angeles County – California Community College Chancellor’s Office Workforce and Economic Grants Division**

   It was moved by Ms. Garcia, seconded by Ms. Santana and carried unanimously that the Board of Trustees approved the Deputy Sector Navigator Health Los Angeles County Grant in the amount of $300,000.00.
and authorized the Administration to execute appropriate documents on behalf of the District.

B. PRESIDENT’S OFFICE

1. **Revision of Board Policies 2410 (Policy and Administrative Procedure), 2510 (Participation in Local Decision Making) - First Reading – Tabled from June 12, 2013 meeting**

   198. It was moved by Mr. Mendez, seconded by Ms. Garcia and carried unanimously to approve the revision of Board Policies 2410 and 2510 as presented for first reading (attached)

2. **Approval of Resolution – Relocation of the American Flag & Veterans Memorial – AMENDMENT**

   199. It was moved by Mr. Mendez, seconded by Student Trustee Carroll for purposes of discussion.

   After much discussion, the resolution was amended as attached and the initial motion was voted on and carried unanimously to approve the resolution as amended.

C. ACADEMIC AFFAIRS

1. **Curriculum Items**

   200. It was moved by Ms. Santana, seconded by Ms. Shapiro and carried unanimously to approve the following curriculum item:

   The following item has been processed according to college policy for the development of curricula, which includes review and approval, by the District Curriculum Committee:

   a. **Program Change**

      The following degree has been recommended for deletion from our offerings and catalog with the following change:

      A.A. Degree – Sociology
      Delete from Curriculum

      *UC transfer process in progress for courses where applicable

IV. INFORMATION ITEMS

1. **Building Program**

2. **Accreditation Update** - Vice President Kenn Pierson summarized progress on Rio Hondo’s accreditation process. As requested by the Board at their study session on June 14, Dr. Pierson focused on major conclusions being drawn by members of the Standards Committees in terms of the “proficiencies” and “deficiencies” in the various
areas under review. While it is too early for many conclusions to be reported, since subcommittees are still gathering and analyzing evidence over the summer, it was noted that members of the Accreditation Leadership Team (ALT) were concerned about the need for SLOs to be tied more directly to resource requests and budget allocation. The ALT’s “SLO Liaison,” Matt Koutroulis, was cited as saying the district needs to show that it is spending money based on SLOs. This is an area that will be heavily scrutinized by the accreditation site team. Pierson also noted that ALT minutes will now appear on a regular basis in the Board agenda as an information item. He also announced Marie Eckstrom as the new Accreditation Writer/Editor.

3. Revision of Administrative Procedures 2410, 2510 – The Board reviewed and accepted the following Administrative Procedures. These procedures are now implemented.
   - AP 2410 Policy and Administrative Procedure – See Attached
   - AP 2510 Participation in Local Decision Making – See Attached

4. Discussion of Flag Pole & Veteran's Memorial – this item was removed from the Information Item and revised to an action item (see item III.B.2).

V. STAFF AND BOARD COMMENTS
   - Board Development Reporting

VI. CLOSED SESSION – Taken out of order earlier in the meeting.

VII. ADJOURNMENT
   - Date of Next Special Meeting – July 12, 2013, 2:00 p.m., Board Room
   - Date of Next Special Meeting – August 7, 2013, 6:30 p.m.
   - Date of Next Regular Board Meeting - August 14, 2013, 6:00 p.m.
Memorandum of Understanding between CSEA Chapter #477 and the Rio Hondo Community College District

July 8, 2013

The Rio Hondo Community College District Board of Trustees strives to provide our students and staff a safe, secure and peaceful environment.

The District and CSEA Chapter 477 met and negotiated over the impact of the District’s use of video and/or audio recording equipment on District property and reached the following understandings:

1. Beginning in 2013 it is anticipated that video and/or audio recording equipment will be installed on the exteriors and hallways at the District for the purpose of deterring and recording criminal activity.

2. Tapes will only be reviewed by the Director of Facilities when there is an incident of criminal activity. The sole purpose of viewing these tapes is to determine the source of/or preventing criminal activity. More specifically, they will be viewed from the date on which there is a reasonable suspicion of alleged criminal activity; retroactive to the date the action reasonably may have occurred (usually the period of review is not more than 72 hours).

3. The District shall provide prior notice to CSEA of the number and location of video and/or audio recording equipment to be used.

4. When the District has installed video and/or audio recording equipment, signs will be posted to notify students, and staff that video/audio recording may occur at exterior locations and hallways.

5. No video and/or audio recording equipment will be installed where there is a reasonable expectation of privacy, in accordance with applicable law, such as bathrooms or locker rooms.

6. The District will not use video footage / audio recording(s) to determine promotions and transfers, to discipline CSEA bargaining unit employees, and/or evaluate employee work performance, except in the sole circumstances when the footage / recordings reviewed prove that a CSEA employee engaged in an act of criminal activity.
This is a tentative agreement pending CSEA Policy 610 review the ratification of CSEA membership and the Rio Hondo Board of Trustees.

For the College:

[Signatures]

For CSEA:

[Signatures]
Proposed revisions made by PFC sub-committee in red

I. The Board of Trustees may adopt such policies as are authorized by law or determined by the Board to be necessary for the efficient operation of the District. Board policies are intended to be statements of intent by the Board on a specific issue within its subject matter jurisdiction. The policies have been written to be consistent with provisions of law, but do not encompass all laws relating to district activities. All District employees are expected to know of and observe all provisions of law pertinent to their job responsibilities.

II. Policies of the Board may be adopted, revised, added to or amended at any regular Board meeting by a majority vote; however, they shall not be included in the Consent Agenda. Proposed changes or additions shall be introduced not less than one regular meeting prior to the meeting at which action is recommended and should undergo the review process outlined in Administrative Procedure 2410 unless the Board finds there are special circumstances.

III. Administrative (College) procedures are to be issued by the Superintendent/President as statements of method to be used in implementing Board Policy. Such administrative procedures shall be consistent with the intent of Board Policies. Administrative procedures may be revised as deemed necessary by the Superintendent/President after undergoing the review process outlined in Administrative Procedure 2410.

IV. The Board will regularly review and evaluate Board policies to ensure that they are consistent with the mission of the college and are in compliance with requirements established by appropriate external agencies. In addition, policies will be evaluated for their effectiveness as measured by specific outcomes, and clarity of language and intent. The process for review will be delineated in college procedures delineated in Administrative Procedure 2410. All constituent groups shall be provided the opportunity to participate effectively in the formulation and development of District policies and procedures. Proposed changes to Board policies and new Board policies shall be reviewed by the Planning and Fiscal Council and other constituency groups for their input before adoption. For Board policies related to academic and professional matters as defined by Title V, Section 53200, the Board will consult collegially with the Academic Senate.

V. The Superintendent/President shall provide each member of the Board with copies of the administrative procedures and advise the Board of any revisions as they are established. The Board reserves the right to direct revisions of the administrative procedures should they, in the Board’s judgment, be inconsistent with the Board’s own policies.

VI. Copies of all policies and administrative (college) procedures shall be readily available to District employees through the Superintendent/President. Sets of them shall be available in administrative offices on campus and in the campus library.

VII. Where the Board has not adopted a specific policy governing any aspect of the operation of Rio Hondo College, applicable provisions of the Education Code of the State of California, and Title 5, Administrative Regulations, will prevail.
VIII. Each policy, once adopted, shall remain in force until modified or deleted by action of the Board of Trustees.

Source/reference: Education Code Section 70902; former Policy 1000 and 1020.
Proposed charges recommended by PFC Sub-Committee in red

I. The Rio Hondo College Board of Trustees is the ultimate decision-maker in those areas assigned to it by state and federal laws and regulations. In executing that responsibility, the Board is committed to its obligation to ensure that appropriate members of the District participate in developing recommended policies for Board action and administrative procedures for Superintendent/President action under which the District is governed and administered.

II. Shared governance furthers the Vision, Mission, and Values of the District. In keeping with the spirit and intent of Assembly Bill 1725, the Board recognizes the unique role of the faculty, acting through the Academic Senate, in shared governance at Rio Hondo College. The Board affirms the District’s commitment to maintaining and following the agreements developed with the Academic Senate to achieve the implementation of Title V, Section 53200. In addition, the Board encourages and recognizes the active participation of other District constituencies in those shared governance activities most appropriate to their interests and expertise.

II. Each of the following shall participate as required by law in the decision-making processes of the District:

A. Academic Senate (Title 5, Sections 53200-53206)

1. The Board and its designees will consult collegially with the Academic Senate with respect to academic and professional matters. Academic and professional matters include the following:
   a) Curriculum, including the establishment of prerequisites and placing courses within disciplines;
   b) Degree and Certificate requirements;
   c) Grading policies;
   d) Educational program development;
   e) Standards regarding student preparation and success;
   f) Governance structures as related to faculty roles;
   g) Faculty involvement in accreditation;
   h) Policies for Faculty professional development activities;
   i) Policies for program review;
   j) Processes for institutional planning and budget development, and;
   k) Other academic and professional matters as mutually agreed upon between the Academic Senate and the Board.

B. Staff (Title 5, Section 51023.5)

1. Classified staff shall be provided with the opportunity to participate effectively in the formulation and development of district policies and procedures that have a significant effect on staff. The opinions and recommendations of the Classified School Employees
Assessment will be given every reasonable consideration.

2. Management/Confidential staff shall be provided with the opportunity to participate effectively in the formulation and development of district policies and procedures that have a significant effect on staff. The opinions and recommendations of the Management/Confidential group will be given every reasonable consideration.

C. Students (Title 5, Section 51023.7)

1. The Associated Students shall be given an opportunity to participate effectively in the formulation and development of district policies and procedures that have a significant effect on students, as defined by law. The recommendations and positions of the Associated Students will be given every reasonable consideration. The selection of student representatives to serve on District committees or task forces shall be made after consultation with the Associated Students.

III. Except for unforeseeable emergency situations, the Board shall not take any action on matters subject to this policy until the appropriate constituent group or groups have been provided the opportunity to participate.

Nothing in this policy will be construed to interfere with the formation or administration of employee organizations or with the exercise of rights guaranteed under the Educational Employment Relations Act (Government Code Sections 3540 et seq.)
Flag Poles & Veteran’s Memorial
Resolution
The Rio Hondo Community College District

Whereas, the American flag is a powerful symbol of liberty and equality for all; and

Whereas, the flag ceremony is a way of showing love and respect for our country; and

Whereas, flag ceremonies may be used for opening or closing meetings, opening or closing special events, beginning or closing a day, honoring a special occasion or special person, retireing a worn flag: and

Whereas, Rio Hondo Community College District honors and respects the American flag; and

Whereas, Rio Hondo Community College District is an American Public Institution representative of equality, access, opportunity and freedom; and

Whereas, the official District American Flag and flag pole is not in a visible location nor adequate location for ceremonies; and

Whereas, many students, faculty, staff and community veterans of Rio Hondo Community College District have bravely served in the U.S. Armed Forces, and paid the ultimate sacrifice for our country;

Now, Therefore Be It Resolved, That, the Rio Hondo Community College District develop a funding plan, including the use of bond funds to shall dedicate adequate funds to plan and build two main Flag Pole locations and one veterans memorial.

The Flag Pole locations shall display the flag of the United States, the State of California and a Rio Hondo College flag. The two Locations to be considered shall be: 1) Upper Quad and 2) at the college main entrance (bottom of the hill) where they shall be visible and where official patriotic ceremonies may be conducted.

The Board of Trustees encourages the formation of an ad hoc advisory committee to advise on the veteran’s memorial. Members of the committee may consist of up to three members of the Rio Hondo Student Veterans Club, a faculty member and CSEA member who are veterans and the Superintendent may appoint up to three at-large veterans and the appropriate administration/staff.

The Committee shall meet (as many times as is reasonable) to devise a concept of the memorial. Staff shall then work on and finalize a plan to be forwarded to the board no later than December 11, 2013 for approval. Construction is encouraged to begin as soon as reasonably possible. Veteran owned businesses and contractors as certified by the State of California shall be encouraged to bid. The funding plan to be presented at the Meeting of the Board of Trustees at their regular meeting of August 14, 2013.
I. Proposed revisions to board policies and administrative procedures are received by the President's Office.

II. Rio Hondo Community College District is a subscriber to the Community College League of California Board Policy and Administrative Procedure Service. The Policy and Procedure Service is based on principles inherent in effective board governance, policy development, and local decision-making. Understanding these principles helps facilitate the implementation process. As a subscriber, the District will receive updates on policies and procedures in partnership with the law firm of Liebert Cassidy Whitmore. Updates are in response to revised laws and regulations and legal opinions.

III. The President's Office will alert those responsible for the sections within the Board Policy / Administrative Procedure Manual as follows, who will in turn discuss the revisions of Board policies with those parties involved:
   a. Section 1000s – Executive Assistant to the President
   b. Section 2000s – Executive Assistant to the President
   c. Section 3000s – Executive Assistant to the President
   d. Section 4000s – Vice President of Academic Affairs
   e. Section 5000s – Vice President of Student Services
   f. Section 6000s – Vice President of Finance and Business
   g. Section 7000s – Director of Human Resources

IV. Process for Review – Board Policies
   A. Revisions requiring collegial consultation between the District and the Academic Senate as defined in Board Policy 2510 and Administrative Procedure 2510 will undergo collegial consultation and will then be forwarded to the Planning and Fiscal Council as information items for review.
   
   B. Revisions not requiring collegial consultation between the District and the Academic Senate will be reviewed by the President's Cabinet, President's Council and the Administrative Council. Upon the President's recommendation, the revisions will be forwarded to the Planning and Fiscal Council for consensus. If consensus is not reached, a report will be prepared and sent to the Board by the President, with copies to the co-chairs of the Planning and Fiscal Council.
   
   C. If the President does not forward revisions at any time during this process, he/she will provide a written explanation to the original proposer within three months of the initial proposal.
   
   D. Upon completion of the process, the revised policies will be forwarded to the Board for approval. A first and second reading will be required, with the policy being adopted upon Board approval at the second meeting.

V. Process for Review – Administrative Procedures
   A. Revisions requiring collegial consultation between the District and the
Academic Senate as defined in Board Policy 2510 and Administrative Procedure 2510 will undergo collegial consultation and will then be forwarded to the Planning and Fiscal Council as information items for review.

B. Revisions not requiring collegial consultation between the District and the Academic Senate will be reviewed by the President’s Cabinet, President’s Council and the Administrative Council. Upon the President’s recommendation, the revisions will be forwarded to the Planning and Fiscal Council for consensus. If consensus is not reached, a report will be prepared and sent to the Board by the co-chairs of the Planning and Fiscal Council.

C. If the President does not forward revisions at any time during this process, he/she will provide a written explanation to the original proposer within three months of the initial proposal.

D. Upon completion of the process, the revised procedures will be forwarded to the Board as information items for review. Administrative Procedures are considered operational and do not require Board approval. They are forwarded to the Board as information items.

VI. The Board will review the policies and procedures in sections every other year.

VII. Proposed revisions to board policies and administrative procedures are received by the President’s Office.

VIII. Rio Hondo Community College District is a subscriber to the Community College League of California Board Policy and Administrative Procedure Service. The Policy and Procedure Service is based on principles inherent in effective board governance, policy development, and local decision-making. Understanding these principles helps facilitate the implementation process. As a subscriber, the District will receive updates on policies and procedures in partnership with the law firm of Liebert Cassidy Whitmore. Updates are in response to revised laws and regulations and legal opinions.

IX. The President’s Office will alert those responsible for the sections within the Board Policy/Administrative Procedure Manual as follows, who will in turn discuss the revisions of Board policies with those parties involved:

   a. Section 1000s – Executive Assistant to the President
   b. Section 2000s – Executive Assistant to the President
   c. Section 3000s – Executive Assistant to the President
   d. Section 4000s – Vice President of Academic Affairs
   e. Section 5000s – Vice President of Student Services
   f. Section 6000s – Vice President of Finance and Business
   g. Section 7000s – Director of Human Resources

X. Process for Review – Board Policies

   A. Revisions requiring collegial consultation between the District and the Academic Senate as defined in Board Policy 2510 and Administrative Procedure 2510 will
undergo collegial consultation and will then be forwarded to the Planning and Fiscal Council as information items for review.

B. Revisions not requiring collegial consultation between the District and the Academic Senate will be reviewed by the President’s Cabinet, President’s Council and the Administrative Council. Upon the President’s recommendation, the revisions will be forwarded to the Planning and Fiscal Council for consensus. If consensus is not reached, a report will be prepared and sent to the Board by the President, with copies to the co-chairs of the Planning and Fiscal Council.

C. If the President does not forward revisions at any time during this process, he/she will provide a written explanation to the original proposer within three months of the initial proposal.

D. Upon completion of the process, the revised policies will be forwarded to the Board for approval. A first and second reading will be required, with the policy being adopted upon Board approval at the second meeting.

XI. Process for Review – Administrative Procedures

A. Revisions requiring collegial consultation between the District and the Academic Senate as defined in Board Policy 2510 and Administrative Procedure 2510 will undergo collegial consultation and will then be forwarded to the Planning and Fiscal Council as information items for review.

B. Revisions not requiring collegial consultation between the District and the Academic Senate will be reviewed by the President’s Cabinet, President’s Council and the Administrative Council. Upon the President’s recommendation, the revisions will be forwarded to the Planning and Fiscal Council for consensus. If consensus is not reached, a report will be prepared and sent to the Board by the co-chairs of the Planning and Fiscal Council.

C. If the President does not forward revisions at any time during this process, he/she will provide a written explanation to the original proposer within three months of the initial proposal.

D. Upon completion of the process, the revised procedures will be forwarded to the Board as information items for review. Administrative Procedures are considered operational and do not require Board approval. They are forwarded to the Board as information items.

XII. The Board will review the policies and procedures in sections every other year.

XIII. Reference:

Education Code Section 70902; Accreditation Standard IV B.1 b & e.
I. In accordance with Board Policy 2510, and with District practice, the various constituencies of the Rio Hondo Community College District, including faculty, students, classified staff, confidential employees, and administration shall be represented on college committees concerned with Board policy and planning matters.

II. Unless otherwise provided in Board policy or procedure regarding staff participation, the following constituent groups are recognized by the Board of Trustees as responsible for recommending, as appropriate, the appointment of employee representatives to serve on college governance committees:

A. The Academic Senate shall recommend the appointment of faculty;

B. The exclusive representative of the classified employees shall recommend the appointment of classified employees;

C. The Management/Confidential Council shall recommend the appointment of management/confidential employees in consideration with the President.

III. Academic Senate

A. The Board and its designees will consult collegially with the Academic Senate on academic and professional matters through mutual agreement with the Academic Senate. (Title V, Section 53203)

1. Where the Board or its designees must reach mutual agreement with the Academic Senate, and agreement has not been reached, existing policy shall remain in effect unless continuing with such policy exposes the District to legal liability or causes substantial fiscal hardship. In cases where there is no existing policy, or in cases where the exposure to legal liability or substantial fiscal hardship requires existing policy to be changed, the Board may act, after a good faith effort to reach agreement, only for compelling legal, fiscal, or organizational reasons.

B. The following shall be the consultation processes for academic and professional matters:
<table>
<thead>
<tr>
<th>Rely Primarily Upon</th>
<th>Mutual Agreement</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Curriculum, including the establishment of prerequisites and placing courses within disciplines.</td>
<td>X</td>
</tr>
<tr>
<td>2. Degree and Certificate Requirements</td>
<td>X</td>
</tr>
<tr>
<td>3. Grading policies</td>
<td>X</td>
</tr>
<tr>
<td>4. Educational program development</td>
<td>X</td>
</tr>
<tr>
<td>5. Standards regarding student preparation and success</td>
<td>X</td>
</tr>
<tr>
<td>6. Governance structures as related to faculty roles</td>
<td>X</td>
</tr>
<tr>
<td>7. Faculty involvement in accreditation</td>
<td>X</td>
</tr>
<tr>
<td>8. Policies for Faculty professional development activities</td>
<td>X</td>
</tr>
<tr>
<td>9. Policies for program review</td>
<td>X</td>
</tr>
<tr>
<td>10. Processes for institutional planning and budget Development and Other academic and professional matters as mutually agreed upon between the Academic Senate and the Board or its designees</td>
<td>X</td>
</tr>
</tbody>
</table>

Jointly determined by the Board or its designees and Academic Senate on a case-by-case basis.