Members Present:    Ms. Michelle Yanez, Presiding, Mr. Leo Camalich, Mr. André Quintero, Ms. Maria Elena Martinez, Mr. Gary Mendez, Mr. Gabriel Montoya (Student Trustee)  

Members Absent:    None  

Secretary to the Board:    Rose Marie Joyce, Ph.D.  

Staff Members Present:    Dr. Voiza Arnold, Ms. Teresa Dreyfuss, Dr. Andy Howard, Mr. Pete Parra, Mr. Jim Rogers, Fernando Centeno Jr., (President, ASB), Ms. Sandra Rivera, (President, CSEA), Ms. Beverly Reilly (President, Academic Senate), Ms. Mary Ann Pacheco (President, RHCFA), Sandy Sandello (Recorder)  

I. CALL TO ORDER  

A. Study Session (5:30 p.m.)  

The Study Session was called to order at 6:10 p.m.  

- Public Opinion Survey Results on Community Attitudes Toward Funding Rio Hondo College Projects  

B. Call to Order  

Ms. Yanez called the regular meeting to order at 7:00 p.m.  

C. Pledge of Allegiance  

Mr. Derry Sragow of Public Strategies led the pledge of allegiance.  

D. Roll Call  

All members were present.  

E. Open Communication for Public Comment  

No comments were made.
F. Approval of Minutes: October 8, 2003; October 28, 2003

It was moved by Mr. Mendez, seconded by Mr. Montoya and carried, that the Board of Trustees accepted the minutes of October 8, 2003 and October 28, 2003 as presented. There were no objections for a unanimous consent. Motion passed.

G. Commendations
• CSEA Halloween Committee
• ASB Halloween Committee

H. Presentation
• Honors Program (Ned Lazaro/Martha de la Mora)

II. CONSENT

Mr. Camalich removed item II.C.2. from the Consent Agenda and moved it to the Action items. It was moved by Mr. Camalich and seconded by Mr. Quintero and carried that the Board of Trustees approve the following Consent Agenda as presented. There were no objections for a unanimous consent. Motion passed.

A. ACADEMIC & STUDENT SERVICES

1. Curriculum Items

The Board of Trustees approved the curriculum items listed below:

a. New Course that is Part of an Existing Program

CIT 145: C++:NET
Degree Applicable, Transfer to CSU; (4 units)

ED DEV 031: Educational Development 031 Acquired Brain Injury Orientation
Non-Degree Applicable; (1 unit)

ED DEV 031L: Education Development 031L Acquired Brain Injury Orientation
Non-Degree Applicable; (1 unit)
B. PERSONNEL

1. Academic
   a. Employment

   **Temporary Full-time, Spring 2004, Categorically Funded (E.C. 87470)**
   WARD, Sherry, Coordinator, Teacher Prep Program, ending date May 19, 2004.

   **Part-Time, Fall, 2003**
   KARIM, HASSAN (Harry), Social Science
   LITTLE, Rodger, Apprenticeship

   **Hourly as Needed, 2003-2004**
   BARRIOS, Mary, Vocational Ed.
   NAVARRO, Richard, Public Safety
   De LISO, Debra, Arts & Cultural
   PAINTON, Todd, Public Safety
   KERR, David, Public Safety
   PRICE, Alan, Public Safety
   MEISTER, Joseph, Public Safety
   RABANI, Elahe, Vocational Ed.

   **Special Assignment**
   LUNA, Javier, Technology
   WALTERS, George, Technology

2. Classified
   b. Employment

   **Regular Classified**
   ARRIAGA, Francine, Admissions & Records Assistant, 100%, Admissions & Records Department, effective, October 27, 2003

   GONZALEZ, Anamaria, Admissions & Records Assistant, 100%, Admissions & Records Department, effective October 20, 2003

   GONZALEZ, Wendy, Clerk Typist III, 100%, Communications & Languages Department, effective date October 29, 2003

   RODRIGUZ, Eduardo, Vehicle & Equipment Mechanic, 100%, Facilities Services Department, effective date October 20, 2003

   RODRIGUEZ, Sharae, Testing Technician, 40%, Assessment Center, effective date October 27, 2003

   SERRATO, Melissa, Switchboard Operator/Mailroom Clerk I, 35%, Contract Management and Vendor Services, effective date October 27, 2003
TAMAYO, Aracely, Clerk Typist III, 50%, Assessment Center, effective date October 27, 2003

TARIN, Elizabeth, Admissions & Records Assistant, 100%, Admissions and Records Department, effective October 14, 2003

The following individual is hired in the designated capacity with dedicated funding through June 30, 2004. If continued funding should not be available, appropriate 30-day notice shall be served prior to the end of funding.

CALDERON, Zulma, Instructional Assistant, 100%, CVC/Virtual College, effective date October 20, 2003

CAPWELL, Jerry, Clerk Typist III, 100%, Tech Prep/Vocational Education & Economic Development, effective November 11, 2003

Short Term, 2003-2004

GLICK, Brian, PA Trn. & Op. Specialist, Public Safety, ending date June 30, 2004
HIGGS, Thomas PA Trn & Op. Specialist, Public Safety, ending date June 30, 2004

Substitute

BRENES, Jaime, General Maintenance, Facilities Services
FRESQUEZ, Donna, Switchboard Operator/Mailroom Clerk II, Contract Management and Vendor Services
LEPE, Julia, Clerk Typist II, Purchasing
MUNOZ, Fabiola, Educational Advisor, Upward Bound/Student Support Services
SCURTO, Ruth, Clerk Typist II, Planning & Development
SAENZ, Marisela Student Services Assistant, Student Health Office

Resignation
BERNARDO, Shawna, Payroll Systems Coordinator, Accounting, last day of employment, November 7, 2003
RAMOS, Vivian, Registration Clerk, Admissions & Records, last day of employment October 14, 2003
Reclassification

CONRAD, Sherry, Cal Works, Clerk Typist II, to a Clerk Typist III, effective July 1, 2003

3. Unrepresented

a. CP 5155

DELGADO, Omar, Coaching Specialist, Physical Education

b. Students

<table>
<thead>
<tr>
<th>Name</th>
<th>Department</th>
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<tbody>
<tr>
<td>AGUILAR, Christina</td>
<td>Physical Edu.</td>
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<tr>
<td>ALVARERZ, Christina</td>
<td>Foster Care</td>
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<td>BARAJAS, Sonia</td>
<td>Teacher Prep.</td>
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<td>BENITEZ, Luis</td>
<td>Comm./Lang.</td>
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<td>BONILLA, Gabriel</td>
<td>Math &amp; Sciences</td>
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<td>CASTENEDA, Marco</td>
<td>LAC</td>
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<td>CHEN, Guoan</td>
<td>Accounting</td>
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<td>CORONADO, Martin</td>
<td>Parking Ser.</td>
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<tr>
<td>ESPINOZA, Celia</td>
<td>EOP&amp;S</td>
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<td>FLORES, Leslie</td>
<td>Library</td>
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<td>GOMEZ-RODRIGUEZ, Greta</td>
<td>Tech. Prep.</td>
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<td>GRANADOS, Vinnija</td>
<td>EOP&amp;S</td>
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<td>HARRIS, Antonette</td>
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<td>HERNANDEZ, Nancy</td>
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<td>HERRERA, Jose</td>
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<td>JACOBO, Ruby</td>
<td>Child Devp. Center</td>
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<td>KENTNER, Christine</td>
<td>Teacher Prep.</td>
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<tr>
<td>KINDRED, Kelly</td>
<td>MSC</td>
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<td>LE, Duc</td>
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<td>LITOVCHENKO, Olga</td>
<td>Business</td>
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<tr>
<td>LOI, William</td>
<td>MSC</td>
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<td>MACIAS, Alejandra</td>
<td>Adm. &amp; Records</td>
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<td>MAGNUS, Julie</td>
<td>Vocational Ed.</td>
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<td>MARTINEZ, Daniel</td>
<td>Env. Technology</td>
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<td>MEDINA, Rudy</td>
<td>Student Support Ser.</td>
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<td>MOLINA, Hylda</td>
<td>Physical Ed.</td>
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<td>MUNOZ, Thania</td>
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<td>NEGRETE, Gustavo</td>
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<td>NOEL, Jennifer</td>
<td>Child Devp. Center</td>
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<td>OSEGUERA, Steve</td>
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<td>PEREZ, Julio</td>
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<td>QUEZADA, Patricia</td>
<td>Teacher Prep.</td>
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<td>RAMIREZ, Maria</td>
<td>Counseling</td>
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<tr>
<td>REED, Lattisha</td>
<td>Evening College</td>
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</tbody>
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ALBA, Yazzmin, Community Ser.
AVILA, Dinora, Comm./Lang.
BENEVIDEZ, Michelle, Title V
BIANCHE, Adrienne, Adm. & Records
CABALLERO, Olga, Arts & Cultural
CHACON, Darlene, Facilities Ser.
CISNEROS, Michael, Physical Ed.
DONOZA, Mayda, Teacher Prep.
ESQUIVEL, Veronica, Accounting
GARCIA, Jennifer, Academic Services
GONZALEZ, Anarely, Adm. & Records
GRIJALVA, Barbara, Biology
HSU, Chia-Chun, MSC
JOHNSRUD, Jaime, Arts & Cultural
KICORUZO, Gloria, LAC
LAKSONO, Yuliana, LAC
LIU, Nan, LAC
LOPEZ, Tony, Physical Ed.
MAGANA, Edward, EOP&S
MARION, Thomas, Arts & Cultural
MARTINEZ, Jonathan, Assessment Ctr.
MONTIEL, Desiree, Financial Aid
MURILLO, Maribel, Career Center
NEGRETE, Gustavo, LAC
NORIEGA, Osvaldo, Maintenance
PALOMO, Diana, CalWorks
PHUNG, Ngoc, Arts & Cultural
RAIGOSO, Brigitte, Foster Care
RAMOS, Juan, Arts & Cultural
RENTERIA, Policarpio, Teacher Prep.
c. **Volunteers**

SONES, Drew, Technology

**C. COLLEGE SERVICES**

1. **College Services Reports**

   a. **Purchase Order Report**

   The Board accepted the Purchase Order Report for purchases for the preceding 60 days.

   b. **Payroll Warrant Report**

   The Board of Trustees accepted the Payroll Warrant Report for the month of October, 2003.

2. **Apprenticeship Instructor(s) - 2003-04**

   The Board of Trustees approved the employment of the Apprenticeship Instructors listed below:

   Frank J. Ward, Jr.

   William Craig Schene

4. **Approval of Service Site Agreements for the Teacher Preparation Program/AmeriCorps with the De Colores Program**

   The Board of Trustees approved the Consent Agenda of the Agreement with the various schools Districts from the Americorp Program.
III. ACTION ITEMS

The following item was removed from the Consent Agenda.

C. College Services

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

190. It was moved by Ms. Martinez, seconded by Mr. Quintero and carried that the Board of Trustees make the addendum to separate the travel request of Trustee Yanez from the rest of the out of state travel requests. There were no objections for a unanimous consent. Motion passed.

191. It was moved by Mr. Camalich, seconded by Mr. Mendez and carried that the Board of Trustees approve the rest of the out of state travel as presented below. There were no objections for a unanimous consent. Motion passed.


Ellie Bewley to attend the Athletic Business Conference, December 2-6, 2003 in Orlando, Florida.

Cathy Ruiz to attend the Lifelong Learning 03 Conference in San Antonio, Texas, December 4-6, 2003.


Dennyse Clark to attend the Community College Counselors/Advisors Academic Association for Athletes (3C4A) Conference in Las Vegas, Nevada, November 6-11, 2003.

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

192. It was moved Ms. Martinez, seconded by Mr. Mendez and carried that the Board of Trustees approve the out of state travel listed below. Mr. Quintero voted no. Motion passed.

Michelle Yanez to attend the Trade Mission to Mexico City and Guadalajara, December 1-8, 2003 to enhance international trade and exposure.
A. COLLEGE SERVICES

1. **Award Bid #1048 Structure Providing Shade**
   
   It was moved by, Mr. Camalich, seconded by Mr. Mendez and carried that the Board of Trustees accept and awarded Bid # 1048 submitted by Shade Structures, Inc. in the amount of $35,940.00 to supply and erect two structures providing shade for children and playground apparatus. There were no objections for a unanimous consent. Motion passed.

2. **Revenue Agreement Robert Bosch Corporation**

   It was moved by Mr. Mendez, seconded by Mr. Camalich and carried that the Board of Trustees approve the agreement with Robert Bosch Corporation for training on Bosch certified systems. There were no objections for a unanimous consent. Motion passed.

3. **Tech Prep Demonstration Program (TPDP) Grant Award**

   It was moved by Mr. Camalich, seconded by Mr. Quintero and carried that the Board of Trustees approve the grant funding and authorized the Administration to execute contracts on behalf of the District. There were no objections for a unanimous consent. Motion passed.

4. **Renewal of Consultant Services**

   It was moved by Mr. Montoya, seconded by Mr. Quintero, and carried that the Board of Trustees approve the Consultant Services listed below. There were no objections for a unanimous consent. Motion passed.

   a) Parham & Rajcic – to provide negotiation services with the college bargaining units; 11/1/03-10/31/04 (Unrestricted General Funds funding - State Mandated Cost will provide partial reimbursement, up to $110/hour)

5. **Rapid Prototyping Equipment – Single (sole) Source for Procurement**

   It was moved by Mr. Quintero, seconded by Mr. Mendez and carried that the Board of Trustees found that Klein Educational Systems, LLC is the single source of procurement for Rapid Prototyping Equipment. There were no objections for a unanimous consent. Motion passed.
6. **Emergency Resolution – Repair of Central Plant Located at the Science Building**

   It was moved by Mr. Mendez, seconded by Ms. Martinez and carried that the Board of Trustees declared an emergency authorizing payment for emergency repairs to the central plant located at the Science Building and executing the Los Angeles County Office of Education Emergency Resolution form to acquire the approval of the County Superintendent of Schools. There were no objections for a unanimous consent. Motion passed.

7. **Surplus Property**

   It was moved by Mr. Camalich, seconded by Mr. Quintero and carried that the Board of Trustees determined that the items referenced in the agenda is surplus and of insufficient value to defray the cost of arranging a sale. There were no objections for a unanimous consent. Motion passed.

**B. PRESIDENT’S OFFICE**

1. **Approval of Revision of Board Policies 1000s (Final Adoption)**

   It was moved by Mr. Mendez, seconded by Mr. Camalich and carried to open to discussion on Board Policies 1000’s. It was moved by Mr. Mendez, seconded by Ms. Martinez and carried to remove Board Policy 1040 from the Consent Agenda which was pulled for further study.

   Ms. Martinez recommended that the wording on Board Policy 1100, Section II, read, "Proposed changes or additions shall be introduced not less than one regular meeting prior to the meeting at which action is recommended unless the Board finds there are special circumstances." The Board consented.

   It was moved by Mr. Mendez, seconded by Mr. Camalich and carried that the Board of Trustees adopt the revised Board Policies 1000’s for final adoption with the exclusion of BP 1040 and with the revised wording to BP1100. There were no objections for a unanimous consent. Motion passed.

**IV. INFORMATION ITEMS**

1. Study Abroad Programs
3. Revision of Board Policies 3000’s (6000s)
4. Consideration of Offsite Facilities

**V. STAFF & BOARD REPORTS**
VI. CLOSED SESSION

Ms. Yanez recessed the meeting to Closed Session. Ms. Yanez reconvened the meeting and reported the following action was taken in Closed Session:

*With respect to every item of business to be discussed in closed session pursuant to 54956.9 (a):*

- **CONFERENCE WITH LEGAL COUNSEL EXISTING LITIGATION**
  Case No. VS011186 REZA Inc.

  It was moved by Ms. Martinez, seconded by Mr. Quintero and carried that the Board of Trustees approved the settlement agreement between the District and the REZA Inc. There were no objections for a unanimous consent. Motion passed.

  In August, 2003, REZA Construction, the general contractor for the College’s Science Building Renovation project and some of Reza’s major subcontractors commenced mediation and binding arbitration with the College over the contractors’ demands that the College release the remaining contract balance and for additional claims for in excess of $8 million for damages due to alleged delays and changes during construction.

  After lengthy hearings and negotiations during August, September and October, 2003, the parties reached a settlement, subject to Board approval. The significant terms of the settlement are:

  1) The contractor will fully warrant and certify that all potential defects in the installed elevators have been corrected and that the elevators are now fully safe and reliable

  2) The elevator installer will provide a full additional year of service to the elevators

  3) The College will authorize the release of the remaining contract balance due the contractors

  4) The College will pay Reza $1 million, approximately one eighth of the claimed damages

  5) Reza and its subcontractors will release the College from all claims on the project

  6) REZA and its major subcontractors will fully defend and indemnify the College if any future claims for payment are made to the college.
(Pursuant to Section 54957 of the Government Code)

• PUBLIC EMPLOYEES DISCIPLINE/DISMISSAL/RELEASE

• PUBLIC EMPLOYEE APPOINTMENT
  Title: Interim Director, Human Resources
  Executive Director of Foundation

  It was moved by Mr. Quintero, seconded by Mr. Camalich and carried unanimously, that the Board of Trustees approved the employment of Pete Parra as Interim Director of Human Resources until the position is filled but no later June 30, 2004, at a monthly rate of $8,750 for three days a week with no additional benefits.

(Pursuant to Section 54957.6)

• CONFERENCE WITH LABOR NEGOTIATOR
  Agency Negotiator: Rose Marie Joyce, PhD
  Employee Organization: CSEA, RHCFA

VII. CLOSING ITEMS

A. Adjournment

Ms. Yanez adjourned the meeting at 10:30 p.m. The next regularly scheduled Board meeting is December 10, 2003, 6:30 p.m., Annual Organization Meeting/Swearing in of Re-elected Board Members, Administrative Building, Rio Hondo College, 3600 Workman Mill Road, Whittier, California.