I. CALL TO ORDER

A. Call to Order

Mr. Quintero called the meeting to order at 6:30 p.m.

B. Pledge of Allegiance

Mr. John Bryant led the pledge of allegiance.

C. Roll Call

Ms. Montenegro arrived at 7:40 p.m.

D. Open Communication for Public Comment

Mr. James Flornoy a geo-technical surveyor expressed his concerns regarding underlying faults that Rio Hondo College is built on.

E. Approval of Minutes – December 8, 2004

20. It was moved by Ms. Martinez, seconded by Ms. Yanez and carried that the Board of Trustees accept the minutes of December 8, 2004. There were no objections for a unanimous consent. Motion carried.

F. Presentations
   a. Update on Budget – Patrick Mc Callum, Lobbyist
   b. Appreciative Inquiry – Rio Hondo College Developed Video
II. CONSENT AGENDA

21. It was moved by Mr. Camalich, seconded by Mr. Mendez and carried to accept the Consent Agenda as presented. There were no objections for a unanimous consent. Motion carried.

A. ACADEMIC SERVICES

1. Curriculum Items

a. New Course that is Part of an Existing Program

The following course has been recommended for inclusion in our offerings and catalog:

**FAC 43.62: Incident Command System (ICS 200)**
Degree Applicable; (.2 units)

B. PERSONNEL

1. Academic

a. Employment

Part-Time, Spring 2005

ANTLER, Abram, Comm. & Languages  ALLEN, Brian, Social Sciences
BARRON, Sergio, Business, Arts & Tech.  CHO, Michael, Math & Sciences
COLE, Kerry, Business, Arts & Tech.  FRIED, Carmen, Comm. & Lang.
FRALA, Jeremy, Business, Arts & Tech.  GARVIN, Timothy, Social Sciences
KAPLAN, Richard, Social Science  KHWAJA, Zia, Math & Sciences
La FLEUR, Virginia, Health Science  LEE, Justin, Social Science
LEE, Thomas, Social Sciences  LIM, Kenneth, Applied Technology
MILLER, Virginia, Biology  MIRFATAH, Mehdi, Math & Sciences
NISHIMOTO, Masako, Math & Sciences  PHOMMASAYSY, Sean, Biology
QUINONES, Juan, Social Sciences  RIVELLIS, Yefim, Math & Sciences
SEILER, Kendra, Health Science  SULE, Mick, Math & Sciences
TORRES-GIL, Mario, Bus., Arts & Tech.  TRAM, Vui, Applied Technology

Hourly as Needed, Spring, 2005

ANDERSEN, Jill, Counseling  BRAIWICK, Steven, Public Safety
DILL, Vivian, Library  HIGGINS, Richard, Public Safety
LANGFORD, Carol, Counseling  MEAD, James, Public Safety
RODRIGUEZ, Sandra, Counseling  SHABELNIK, Tatiana, Library
TARBOX, Margaret, Library
2. Classified

a. Employment, Regular Classified

BRENES, Jaime, Utility Worker, 100%, Facilities Services, effective January 3, 2005

UNIZA, Susan, Accountant, 100%, Accounting Department, effective January 24, 2005

The following individuals are hired in the designated capacity. Funding is available through June 30, 2005.

GONZALES, Carolyn, Clerk Typist III, 47.5%, Health Science, effective January 3, 2005

RUIZ, Joshua, Paraprofessional Tutor, EOP&S, 47.5%, effective January 6, 2005

ZAMBRANO, Julio, Paraprofessional Tutor, EOP&S, 47.5%, effective January 6, 2005

The following individual is hired in the designated capacity. Funding is available through September 30, 2005.

MUNOZ, Fabiola, Educational Advisor, 100%, Upward Bound/Student Support Services, effective December 1, 2004

Short Term

DE LA TORRE, Angela, Clerk Typist III, Applied Technology, ending date June 30, 2005

EGAN, Thomas, FA Training & Operations Specialist, Public Safety, ending date June 30, 2005

GUTIERREZ, Nancy, Clerk Typist II, Small Business Development Center, ending date June 30, 2005

MACIAS, Guillermo, FA Training & Operation Specialist, Public Safety, ending date June 30, 2005

Substitute

ERICKSON, Janet, Registration Clerk, Admissions & Records, effective January 3, 2005

GUZMAN, Jacqueline, Registration Clerk, Admissions & Records, effective January 3, 2005

b. Resignation

BINOYA, Edgar, Sr. Instructional Assistant, Business, Arts & Applied Technology, last day of employment is January 28, 2005

COE, Elizabeth, Registration Clerk, Admissions & Records, last day of employment is January 4, 2005
3. **Unrepresented, 2004-2005**

   a. **Employment**

   **Community Services**

   **Guest Experts**

   BOBROW, Jerry    HALL, Kris
   HANDY, Lynn    KRUSEMARK, Lee Anne
   HANDY, Lynn    PANKEY, Gee Ann

   **Lecturers**

   KAISER, Debra

   **CP 5155**

   MEJIA, Samantha, Tutor, MSC

  **Students**

   CARRILLO, Leticia, Project Teach
   DeFRANCO, Tatianna, Financial Aid
   DIAZ, Lorraine, MSC
   GOMEZ-RODRIGUEZ, Gretta, Project Tch.
   ROCHA, Crystal, Planning & Development
   SEDILLO, Steven, Contract Management

   CHEN, Zengshu, Project Teach
   De La ROSA, Yelena, Career Center
   FLORES, Joanne, Project Teach
   ORTIZ, Daniel, LAC
   SANFORD, Garrett, Physical Education
   TAPIA, Erika, Counseling
   YEPEZ, Meliza, Project Teach

C. **FINANCE & BUSINESS**

1. **Finance & Business Reports**

   a. Purchase Order Report

   b. Payroll Warrant Report

   c. Quarterly Report

2. **Out-of-State Travel and Conferences**

   The Board of Trustees approved the following Board and Staff members to attend the following educational conferences:

   Rodney Lineweber and John Frala to attend Allison World Transmission Training in Indianapolis, Indiana, February 7-11, 2005.

   Mike Slavich and Rodney Lineweber to attend the National Alternative Fuels Trainings Consortium (NAFTC) Meeting and Political Caucus in Washington D.C., February 9-12, 2005.

   Maria Elena Martinez, Gary Mendez and Rose Marie Joyce to attend the American Association of Community College Trustees (ACCT)/American Association of Community Colleges (AACC) in Washington D.C., February 13-16, 2005.
III. ACTION ITEMS

A. FINANCE & BUSINESS

1. Annual Audit Report

   It was moved by Ms. Yanez, seconded by Mr. Camalich and carried that the Board of Trustees accept the audit for the fiscal year ending June 30, 2004. There were no objections for a unanimous consent. Motion carried.

2. Consultant Services

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

   a) Timitra Clark – to present four 2-hour workshops to foster youth in the Independent Living Program-Adult on: Goal Setting (1/24/05), What is Available in College (2/8/05), How to Manage Your Records (3/8/05), and The Teen Body (4/12/05). Payment is not to exceed $350 and will be from the Independent Living Program-Adult (ILP-A) funds.
b) Sara Tomlinson – To present three workshops for employees on Ergonomics, Professional Image, Time Management I on 1/21/05, 2/25/05 and 4/29/05. Payment is not to exceed $450 and will be from the General Fund.

c) Paul Boehm – To present three workshops for employees on Culture through Someone Else’s Eyes, Conflict Management I and Conflict Management II on 4/8/05, 5/20/05 and 6/30/05. Payment is not to exceed $450 and will be from the General fund.

d) Judy Wolf – To present a workshop for employees on Dealing with Difficult People on 6/10/05. Payment is not to exceed $200 and will be from General fund.

e) Trent Ballard – To present a workshop for employees on Time Management II on 4/29/05. Payment is not to exceed $150 and will be from General fund.

f) Susan Winchell – To present a workshop for employees on Stress Management on 5/13/05. Payment is not to exceed $200 and will be from General fund.

3. **Award to VMA Communications**

24. It was moved by Mr. Camalich, seconded by Mr. Mendez, and carried that the Board of Trustees award the contract to VMA Communications subject to prior Administrator’s approval of the business plan to provide marketing and construction information services for the college starting January, 2005, as amended in an amount not to exceed $15,000 per month; of this amount $5,000 of this amount will be from the general fund and the remainder from bond proceeds. There were no objections for a unanimous consent. Motion carried.

4. **Campus Surveyors**

25. It was moved by Mr. Mendez, seconded by Ms. Yanez and carried that the Board of Trustees authorized the Administration to negotiate contracts with a) Nolte Associates, Inc., as lead surveyor and b) Guida Surveying, Inc., as a supporting surveying firm on an as-needed basis not to exceed $350,000. There were no objections for a unanimous consent. Motion carried.

5. **Geotechnical Consultant Services**

26. It was moved by Mr. Mendez, seconded by Mr. Camalich and carried that the Board of Trustees authorize the Administration to negotiate contracts with MACTEC as the lead and Kleinfelder Inc., as support & peer review for Geotechnical Consultant Services. Cost is not to exceed $850,000 from bond proceeds. There were no objections for a unanimous consent. Motion carried.
6. **Project Architect for Learning Resource Center (LRC)**

   It was moved by Ms. Yanez, seconded by Mr. Camalich and carried that the Board of Trustees authorize the Administration to negotiate contracts with AC Martin Partners as Project Architects for the Learning Resource Center. Cost not to exceed $2-million. There were no objections for a unanimous consent. Motion carried.

7. **Learning Resource Center (LRC) – Conditional Notice**

   It was moved by Ms. Martinez, seconded by Mr. Mendez and carried that the Board of Trustees authorize the Administration to: i.) issue a Conditional Notice to Proceed with AC Martin Partners as Project Architect for the Learning Resource Center conditioned upon the successful negotiation of a contract with AC Martin Partners and that any fees earned by AC Martin Partners during the Conditional Notice to proceed be included in the negotiated contract amount; and, (ii) in the event contract negotiations are unsuccessful with AC Martin Partners, negotiate reimbursement for preliminary drawings on a time and material basis. There were no objections for a unanimous consent. Motion carried.

8. **Facility Lease for Small Business Development Center**

   It was moved by Mr. Mendez, seconded by Ms. Yanez and carried that the Board of Trustees approve the month-to-month lease with Craig Realty, and authorize the Administration to execute contracts on behalf of the District. Ms. Martinez, abstained. Motion carried.

9. **Non-Resident Tuition**

   It was moved by Ms. Montenegro, seconded by Mr. Mendez and carried that the Board of Trustees approve the non-resident tuition of $124 per unit for 2005-2006. There were no objections for a unanimous consent. Motion carried.

10. **Grant Proposal Resolution – Rio Hondo College Tech Prep Local Networks and Collaboratives Project**

    It was moved by Mr. Camalich, seconded by Ms. Yanez and carried that the Board of Trustees approve the grant funding application and resolution as outlined and authorized the President to execute the grant contracts on behalf of the District. There were no objections for a unanimous consent. Motion carried.

11. **Approval of Educational Partnership Agreement – University of La Verne School of Continuing Education**

    It was moved by Mr. Mendez, seconded by Mr. Camalich and carried that the Board of Trustees approve the Educational Partnership Agreement with the University of La Verne School of Continuing Education and authorize the Administration to execute contracts on behalf of the District. There were no objections for a unanimous consent. Motion carried.
12. **Memorandum of Understanding between the Rio Hondo Community College District and the City of Santa Fe Springs**

   It was moved by Mr. Mendez, seconded by Ms. Yanez and carried that the Board of Trustees approve the Memorandum of Understanding with the City of Santa Fe Springs. There were no objections for a unanimous consent. Motion carried.

13. **Claim Against the District – Louie Hernandez**

   It was moved by Mr. Camalich, seconded by Ms. Yanez and carried that the Board of Trustees reject the claim filed against the District. There were no objections for a unanimous consent. Motion carried.

B. **ACADEMIC SERVICES**

1. **College Reorganization**

   It was moved by Ms. Yanez, seconded by Mr. Mendez and carried that the Board of Trustees accept the proposed changes to the college’s organizational structure. There were no objections for a unanimous consent. Motion carried.

C. **PRESIDENT’S OFFICE**

1. **Resolution in Support of the Recommendations of the Workgroup on Community College Funding**

   It was moved by Ms. Martinez, seconded by Ms. Yanez and carried that the Board of Trustees adopt the resolution in support of the recommendations of the workgroup on Community College Funding. There were no objections for a unanimous consent. Motion carried.

2. **Board Meetings held in the Community**

   It was moved by Mr. Mendez, seconded by Ms. Yanez and carried that the Board of Trustees approve holding their regular Board Meetings every other month within the five communities inside the district. There were no objections for a unanimous consent. Motion carried.

IV. **INFORMATION ITEMS**

1. **Building Program Update**

2. **Small Business Development Center**

3. **Student Equity Plan**

V. **STAFF AND BOARD REPORTS**
Mr. Quintero recessed the meeting to closed session at 8:55 p.m.

VI. CLOSED SESSION

Mr. Quintero reconvened the meeting at 10:00 p.m. and reported the following action was taken in closed session.

(Pursuant to Section 54956.8

- Conference with Real Property – Negotiator
  Property: 11401 Shoemaker Avenue, Santa Fe Springs
  Negotiating Parties: Bob Maugh/RHCCD
  Under Negotiation: Instruction to negotiate will concern price/terms of payment

(Pursuant to Section 54957 of the Government Code)

- PUBLIC EMPLOYEE APPOINTMENTS
  - Interim Director, Community Services & Contract Education
  - Director, Community & Governmental Relations

38. It was moved by Mr. Camalich, seconded by Mr. Mendez and carried that the Board of Trustees approve the employment of Nancy Forsythe as Interim Director of Community Services and Contract Education effective January 13, 2005. There were no objections for a unanimous consent. Motion carried.

39. It was moved by Mr. Camalich, seconded by Ms. Yanez and carried that the Board of Trustees approve the employment of Russell Castaneda-Calleros as the Director, Community & Governmental Relations. Effective date and salary to be determined. There were no objections for a unanimous consent. Motion carried.

- PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

(Pursuant to Section 54957.6)

- CONFERENCE WITH LABOR NEGOTIATOR
  Agency Negotiator: Rose Marie Joyce, Ph.D.
  Employee Organizations: CSEA, RHCFA,

VIII. CLOSING ITEMS

A. Adjournment

Mr. Quintero adjourned the meeting at 10:12 p.m. in memory of one of our students, Mr. Manuel Gonzlaez. The next Special meeting of the Board of Trustees will be held on Saturday, January 29th at 8:00 a.m. (Board Retreat).

The next Regular meeting of the Board of Trustees will be held on Wednesday, February 9, 2005, 6:30 p.m. in the City of Pico Rivera.