I. CALL TO ORDER

A. Call To Order

Mr. Camalich called the meeting to order at 6:33 p.m.

B. Pledge of Allegiance

Ms. Sandra Rivera led the pledge of allegiance.

C. Roll Call

All members present.

D. Swearing in of Re-Elected Board Member – Maria Elena Martinez

Mr. Camalich made a few comments about Ms. Martinez and asked her to come forward to the front of the boardroom. Dr. Joyce was called forward to administer the Oath of Office to Trustee Martinez.

Dr. Joyce commented on Ms. Martinez beginning her 4th term as Trustee. She touched on Ms. Martinez, dedication to the students of Rio Hondo College and the mission of the college.

E. RECEPTION (until 7:00 p.m.) – Outer Foyer of Board Room

Mr. Camalich recessed the meeting at 6:41 p.m. for a small reception in honor of Ms. Martinez.
F. **Open Communication for Public Comment**

Mr. Camalich reconvened the meeting at 6:57 and asked for comments from the public. No comments were made.

G. **Approval of Minutes – December 10, 2003; December 18, 2003**

20. It was moved by Mr. Quintero, seconded by Ms. Yanez and carried that the Board of Trustees accepted the corrected minutes of December 10, 2003 and the minutes of December 18, 2003.

H. **Presentations**

- Auto Tech Scholarship Winners
- National Science Foundation Grant/Teacher Prep

2. **Information Item on Bond Measure – Do’s and Don’ts**

   (The Board of Trustees was in consensus to move this information agenda item to the Presentation section of the agenda.)

II. **CONSENT**

21. It was moved by Ms. Yanez, seconded by Mr. Quintero and carried unanimously that the Board of Trustees accept the consent agenda as listed along with the addendum to Personnel Item

A. **PERSONNEL**

1. **Academic**

   a. **Employment**

   **Part-Time, Spring, 2004**
   - BOWER, Michael, Comm./Lang.
   - CROSS, James, Comm./Lang.
   - DELL’AMICO, Carol, Comm./Lang.
   - EZZEDDINE, Youssef, Biology
   - GRAHAM, Lynne, Mathematics
   - GUZMAN, Julio, Business, Arts & Applied Technology
   - RIGBY, Jeffrey, Social Science
   - VANCE, Debra, Comm./Lang.
   - WILSON, Richard, Social Science

   **Hourly-As-Needed, 2003-2004**
   - JAEGGI, Scott, Public Safety
   - SHACKLETT, Tod, Library
   - MACY, Calvin, Auto. Technology
Sabbatical Leaves, 2004-2005
COE, Jan, Library  MARTINEZ, Mercedes, Business
LYNCH, Sheila, Arts & Cultural  PIERSON, Ken, Comm./Lang.

b. Resignation
PHAM, Hoa, Full-Time Child Development Instructor, resignation effective January 9, 2004.

2. Classified
a. Employment
LEPE, Julia, Assistant Buyer, Purchasing, 100%, effective January 20, 2004

Short Term

Substitute
KLINGENSMITH, Nat, Plumber, Facilities Services, effective December 4, 2003
OLSON, Jacqueline, Community Services Personnel Technician, effective January 20, 2004
RAMIREZ, Maria, Clerk Typist III, Counseling, effective December 15, 2003 through January 9, 2004
RAYAS, Rebecca, Clerk Typist III, Business, Arts & Applied Tech., effective December 8, 2003

b. Resignation
GUZMAN, Jose, Locksmith, resignation effective December 31, 2003.

a. Board of Trustees
It is resolved that Trustee Maria Elena Martinez had an excused absence on December 10, 2003.
b. **Community Services**

Guest Experts

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
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<tbody>
<tr>
<td>AGUSTIN, Kevin</td>
<td>Makeup Artist</td>
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<tr>
<td>DANIEL, Jacque</td>
<td>Career Devp.</td>
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<tr>
<td>LINCKE, Chris</td>
<td>Memory Power for kids</td>
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<td>MARTINSON, Tom</td>
<td>Real Estate Sem.</td>
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<td>MOREAU, Gladys</td>
<td>Int’l Trade</td>
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<td>NEELS, Crystal</td>
<td>Real Estate</td>
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<td>SCHULTZ, Larry</td>
<td>Career Dev.</td>
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<td>BOBROW, Jerry</td>
<td>CBEST prep.</td>
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<td>HANDY, Lynn</td>
<td>Medical Coding</td>
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<td>LIU, Paul</td>
<td>Real Estate classes</td>
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<td>MIKELS, Dan</td>
<td>Speed Spanish</td>
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<td>MUSIK, Steve</td>
<td>Horseback Riding</td>
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<tr>
<td>PORTER, Alfred</td>
<td>Financial Workshop</td>
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<tr>
<td>WILLIAMSON, James</td>
<td>Health School</td>
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C. **Students**

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<tr>
<th>Name</th>
<th>Program</th>
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<tbody>
<tr>
<td>ACUNA, Christina</td>
<td>Title V</td>
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<tr>
<td>ANGUIANO, Virginia</td>
<td>Teacher Prep.</td>
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<tr>
<td>CAO, Thai</td>
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<td>DUNHAM, Heidi</td>
<td>LAC</td>
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<td>HOLDEN, Michelle</td>
<td>Cal Works</td>
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<td>ROMERO, Albert</td>
<td>LAC</td>
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<tr>
<td>SEDILLO, Steve</td>
<td>Accounting</td>
</tr>
</tbody>
</table>

B. **COLLEGE SERVICES**

1. **College Services Reports**

a. **Purchase Order Report**

b. **Payroll Warrant Report**

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

Steve Tomory to attend the Advanced Auto/Truck Electrical Workshop in Dallas, Texas, January 17-23, 2004.


Gail Chabran, Maria Romero and Adrian Tanakeyowma to attend the USA Funds Symposium in Scottsdale, Arizona, February 23-25, 2004.
III. **ACTION ITEMS**

A. **COLLEGE SERVICES**

1. **Annual Audit Report**

   Mr. Lee Waddle from the firm of Vasquez and Company, L.L.P. gave a briefing on the District’s audit report.

22. It was moved by Ms. Martinez, seconded by Mr. Montoya and carried that the Board of Trustees accept the audit for the fiscal year ending June 30, 2003. There were no objections for a unanimous consent. Motion passed.

2. **Contract Renewal**

23. It was moved by Mr. Mendez, seconded by Ms. Yanez and carried that the Board of Trustees approve the grant renewal award outlined above and authorized the Administration to execute contracts on behalf of the District. There were no objections for a unanimous consent. Motion passed.

3. **Consultant Services**

24. It was moved by Ms. Martinez, seconded by Mr. Quintero and carried that the Board of Trustees approved the Consultant Services as outlined. There were no objections for a unanimous consent. Motion passed.

   a) McCallum Group, Inc. – To provide legislative advocacy in Sacramento based upon the needs of the District through June 30, 2004; not to exceed $3,000/month (Unrestricted General Funds).

   b) Edward Anderson, Ph.D. – To provide a series of workshops during the spring 2004 semester, as proposed by the Staff Development Committee, for faculty, classified, and management on “Strengths Quest” – a program designed to increase student retention and success by focusing on an individual’s strengths rather than their weaknesses. Dr. Anderson pioneered this new approach at UCLA and now teaches at the Graduate School of Education at Azusa Pacific University; not to exceed $2,000 (Unrestricted General Funds).
4. **Award of Bid #1026 Removal and Replace Putnam Center Roof with District Owned Garland Roofing Material**

   It was moved by Mr. Quintero, seconded by Ms. Martinez and carried that the Board of Trustees accept and award Bid #1026 submitted by Lavey Roofing Services, Inc. in the amount of $155,464. Mr. Mendez abstained from the vote. Motion passed.

5. **Reject all Bids # 1027 Remove and Replace Garage Building Roof with District Owned Garland Roofing Material**

   It was moved by Mr. Quintero, seconded by Ms. Martinez and carried unanimously, that the Board of Trustees reject all Bids submitted for Bid #1027.

6. **Award Bid #1052 Irrigation Systems Upgrade**

   It was moved by Mr. Quintero, seconded by Mr. Mendez and Mr. Camalich called for a roll call vote on this agenda item. Members of the Board voted as follows:

   - Ms. Yanez – No, Mr. Mendez – No, Ms. Martinez-Yes, Mr. Quintero-Yes, Mr. Camalich-Yes, Student Trustee Montoya-No. Motion passed and the Board of Trustees accepted and awarded Bid #1052 submitted by SAW Construction in the amount of $108,467.

7. **Non-Resident Tuition**

   It was moved by Mr. Mendez, seconded by Ms. Martinez and carried that the Board of Trustees approve the non-resident tuition of $124 per unit for 2004-2005.

IV. **INFORMATION ITEMS**

1. Partnership for Excellence – GAP Analysis
2. Information Item on Bond Measure – Do’s and Don’ts
   
   *(This item was moved to the Presentation section of the agenda.)*

V. **STAFF AND BOARD REPORTS**

VI. **CLOSED SESSION**

   Mr. Camalich recessed the meeting to closed session at 9:12 p.m.

   *(Pursuant to Section 54957 of the Government Code)*

   - **PUBLIC EMPLOYEES DISCIPLINE/DISMISSAL/RELEASE**
PUBLIC EMPLOYEE APPOINTMENT
Title: Director of Contract Education and Community Development

(Pursuant to Section 54957.6)

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

Mr. Camalich reconvened the meeting at 10:30 p.m. and reported the following action out of Closed Session:

It was moved by Mr. Quintero, seconded by Mr. Mendez and carried unanimously that the Board of Trustees appointed Cathy Ruiz as the Director of Contract Education and Community Development.

VII. CLOSING ITEMS

A. The next regularly scheduled Board meeting is February 11, 2004, 6:30 p.m. Administration Building, Rio Hondo College, 3600 Workman Mill Road, Whittier, California

B. Adjournment

Mr. Camalich adjourned the meeting at 10:35 p.m.