I. CALL TO ORDER

A. Call to Order

Ms. Acosta-Salazar called the meeting to order at 6:00 p.m.

B. Pledge of Allegiance

Mr. Gil Puga led the pledge of allegiance.

C. Roll Call

Ms. Martinez was initially reported absent but later arrived at 6:30 p.m.

D. Follett Presentation

Representatives from Follet presented President Baca with a chair celebrating their long standing relationship with Rio Hondo College as well as commemorating their 40th Anniversary.
E. Open Communication for Public Comment

Mr. Gustavo Diaz and Ms. Jenette Ordenez spoke on the Environmental Technology program.

Mr. Jose Espinoza spoke on moving the location of the College Flagpole.

Mr. Jose Urquizo spoke on campus motorcycle parking.

F. Approval of Minutes – January 17, 2007; February 7, 2007

30. It was moved by Mr. Mendez, seconded by Mr. Couso-Vasquez and carried unanimously that the Board of Trustees accept the minutes of January 17, 2007 and February 7, 2007 as presented.

G. Presentation – Executive Summary – Nursing Update

II. CONSENT AGENDA

31. It was moved by Mr. A. Quintero, seconded by Mr. Couso-Vasquez and carried unanimously that the Board of Trustees approve the following Consent Agenda items.

A. FINANCE & BUSINESS

1. Finance & Business Reports
   a. Purchase Order Report
   b. Payroll Warrant Report
   c. Quarterly Report

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

   The following staff and Board Members were approved to attend the following educational conferences:

   Ron Christie to attend the Brustein & Manasevit 9th National Spring Forum, May 1-4, 2007 in Washington, D.C.

   Henry Gee to attend the ACPA/NASPA Joint Meeting in Orlando, Florida, March 29-April 4, 2007.

3. Revenue Agreement – Renewal

   West Virginia University requests Rio Hondo Community College District, as a member of the National Alternative Fuels Training Consortium (NAFTC), renew Subcontract 02-637-RHCC
amendment No. 2.

Required services include but are not limited to:

a. Attendance at NAFTC Business Meetings and participation in at least one standing committee.
b. Quarterly reports for preceding quarter and periodic oral reports during NAFTC Business Meetings.

West Virginia University Research Corporation will pay an amount not to exceed $9,500 for these services.

4. **Revenue Agreement**

Use of Weapons Firing Range- The following agency requires the services of the Rio Hondo College weapons firing range. They agree to pay $300 per session (8-hour block) or $150 per half session (4-hour block). The term of the agreement shall be through June 30, 2008.

- State of California, Department of Justice

5. **Acceptance of Donations**

City of Arcadia Fire Department, located at 630 South Baldwin Avenue Arcadia, California 91007, has offered to donate surplus fire hose (various sizes and lengths to the Rio Hondo College Fire Academy in support of their programs. The fire hoses will be used by cadets in hands on training exercises. The value of the fire hose is estimated at $1,000.

B. **PERSONNEL**

1. **Academic**

   a. **Employment**

      Change in Status, 2007-08

      LOPEZ, Katherine, Full-time instructor in Health Science has changed status from a categorically funded instructor to a 2nd Contract, year 2, instructor, effective August 26, 2007.
Part-Time, Spring 2007

ANDRAUSKAS, Donna, Physical Sci.    CANTRELL, Danny, Comm. /Lang.
CHAUDRY, Antul, Physical Sci.        *CORRELL, Michael, Technology
HO, Robert, Comm. /Lang.            JALLOH, Katrina, Comm. /Lang.
LEE, Ken, Comm. /Lang.              *MELENDEZ, Richard, Technology
*OLIVAS, Sally Mae, Comm. /Lang.    *RIGHETTI, John, Technology
VERMY, Michael, Comm. /Lang.

Hourly As Needed, Spring 2007

AURE, Patrick, Physical Ed.    DO, Tai, Public Safety
FEST, Erik, Public Safety      GARWOOD, Don, Public Safety
GOLD, Christopher, Public Safety      McCART, Margarit, Public Safety
MONTIERTH, Bertie, Public Safety

Substitute, Spring 2007

GUTIERREZ, Jesus, Mathematics    ROCHE, William, Technology

Spring 2007, Assignments (part time)

See Attached List

Spring 2007, Assignments (Hourly)

See attached list

b. Reduced Workload

In accordance with E.C. 87483, Reduction in Workload and provisions of Article 6 of the Academic Contract, the following academic employees have requested a reduction in workload for the 2007-2008 school year:

COE, Jan 50.00% Library
WILLIAMS, Jeannette 51.18% Physical Education

*(minimum qualification equivalency established pursuant to CP 5165)

c. Stipend

The following employees, upon completion of the Learning Communities Training funded by Title V Grant, will receive a stipend not to exceed $400

PILATI, Michelle, Social Science    THOMAS, Julius, Counseling
WOUDENBERG, Kaye, Comm. /Lang.

d. Medical Leave

LLERENA, Lydia, Full-time instructor in Communications has requested a Family Care and Medical Leave to begin approximately March 16, 2007

MATTHIS, James, Full-time instructor in Communications has requested a Family Care and Medical Leave to begin approximately March 16, 2007
e. **Retirement**

MUNIZ, Victor, Full-time instructor, Environmental Technology, his last day of employment is May 25, 2007

2. **Management and Confidential**

a. **Professional Development Leave**

BUTLER, Cathy, Director of Student Activities has requested a paid Professional Development Leave of up to eight (8) weeks beginning June, 2007 through August, 2007

b. **Medical Leave**

CASTANEDA-CALLEROS, Russell, Director, Community and Government Relations, has requested a Family Care and Medical Leave to begin approximately April 5, 2007

3. **Classified**

a. **Employment**

**Regular Classified**

GARCIA, Vivianna, Children’s Center Aide, 37.5%, 11 months, effective January 29, 2007

**Short Term, 2007**

GALAZ, Nick, FA Training & Operations Specialist, Public Safety, ending date June 30, 2007
NAVARRO, Ismael, PA Training & Operations Specialist, Public Safety, ending date June 30, 2007
SKIPPER, John, PA Training & Operations Specialist, Public Safety, Ending date June 30, 2007
VALLE, Felix, FA Training & Operations Specialist, Public Safety, ending date June 30, 2007
VERDIELL, Jesus, PA Training & Operations Specialist, Public Safety, ending date June 30, 2007
VIRAMONTES, Frank, FA Training & Operations Specialist, Public Safety, ending date June 30, 2007

**Substitute, 2007**

ZAMBORI, Andras, Paraprofessional Tutor, EOPS, effective January 12, 2007
b. **Resignation**

BARRIGA, Candice, Registration Clerk, Admissions and Records, last day of employment was January 19, 2007

c. **Medical Leave**

SILVA, Adriana, Children’s Center Aide, has requested a twelve (12) week Family Care and Medical Leave beginning March 21, 2007

4. **Unrepresented (CP 5155), 2007**

a. **Employment**

   **Non Credit**
   
   ALAEI, Bahareh, Community Services
   RODRIGUEZ, Soila, Comm. Ser.

   **Hourly**
   
   ESCAMILLA, Linda, Asst. Training Spec.
   KAZANJIAN, Talar, Tutor II
   NEAL, Charles, Tutor II

5. **Order of Employment**

   Per education code 87413, et seq. following is the revised Order of Employment List. We have added those faculty members employed during the Fall Semester 2006 and Spring 2007 and deleted those who have retired as of 2006.

   *(See Attached List)*
6. **College Procedure No. CP 5155 – Wage Rates, Selected Personnel**

Our current College Procedure 5155, Wage Rates, Selected Personnel, was last updated in June 25, 2005 for the draped and undraped Models only.

After continuously experiencing difficulty in hiring professional experts under our current wage rates, the District initiated a wages comparison analysis with other local Districts. In addition, an increase in the California minimum wage which became effective January 1, 2007 has made some of current wage rates out of compliance. Based on the analysis conducted, the following wage adjustments are being recommended for Board adaptation effective January 1, 2007.

Job titles with a strikethrough represent classified positions which no longer qualify under CP 5155. Any wage rate change recommended is demonstrated in **BOLD**.

<table>
<thead>
<tr>
<th>Non-Represented Classified Employees</th>
<th>Step 1</th>
<th>Step 2</th>
<th>Step 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>Assistant Training Specialist</td>
<td>$8.63 10.50</td>
<td>$9.96 11.00</td>
<td>$9.54 11.50</td>
</tr>
<tr>
<td>Accompanist (Professional Musician)</td>
<td>10.09 19.00</td>
<td>10.58 20.00</td>
<td>11.11 21.00</td>
</tr>
<tr>
<td>Children’s Center Aide</td>
<td>6.80</td>
<td>7.14</td>
<td>7.26</td>
</tr>
<tr>
<td>Coaching Specialist</td>
<td>8.24 10.00</td>
<td>8.68 10.50</td>
<td>9.08 11.00</td>
</tr>
<tr>
<td>Registration Clerk I*</td>
<td>7.34</td>
<td>7.70</td>
<td>8.09</td>
</tr>
<tr>
<td>Registration Clerk II*</td>
<td>8.38</td>
<td>8.72</td>
<td>9.16</td>
</tr>
<tr>
<td>Specialist (Community Services)</td>
<td>7.95 9.00</td>
<td>8.35 9.50</td>
<td>8.77 10.00</td>
</tr>
<tr>
<td>Technical Stage Manager (Community Services)</td>
<td>8.73 9.00</td>
<td>9.18 9.50</td>
<td>9.64 10.00</td>
</tr>
<tr>
<td>Tutor II</td>
<td>6.80 9.00</td>
<td>7.14 9.50</td>
<td>7.26 10.00</td>
</tr>
<tr>
<td>Model (Fine Arts, Draped)*</td>
<td>11.52 12.13</td>
<td>12.43 12.74</td>
<td>12.74 13.40</td>
</tr>
<tr>
<td>Model (Fine Arts, Undraped)*</td>
<td>14.68 16.18</td>
<td>15.44 17.28</td>
<td>16.18 18.25</td>
</tr>
<tr>
<td>Business Advisor I</td>
<td>28.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Business Advisor II</td>
<td>35.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Business Advisor III</td>
<td>41.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Students</td>
<td>6.75 $8.00</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Step 2 based on 750 500 hours of service at Step 1 level, 1,600 1,300 hours for Step 3. $1.10 00 per hour additional shall be paid employees upon completion of 3,500 hours in paid status in this classification effective 1/1/88.

**Officials for Sports**

Established association rate or a variable rate which is dependent upon entry fees. Such rate shall not exceed $15 per official, per college game, or $10 per official, per high school game.

Any wage rate not being increased at this time needs further analysis of the current market and further discussion.
C. ACADEMIC SERVICES

1. Curriculum Items

In order to be in compliance with the new AB 361 regulations, the following noncredit course outlines have been reviewed and approved by the Curriculum Committee and are recommended for approval:

Note: The courses with an * are eligible for enhanced funding.

<table>
<thead>
<tr>
<th>Course Name</th>
<th>Curriculum Approval</th>
</tr>
</thead>
<tbody>
<tr>
<td>*Building a Spreadsheet with Excel</td>
<td>10/11/06</td>
</tr>
<tr>
<td>*Build Your Own Computer</td>
<td>10/11/06</td>
</tr>
<tr>
<td>Computers Unlimited for Older Adults</td>
<td>10/11/06</td>
</tr>
<tr>
<td>*Real Estate Principles</td>
<td>10/04/06</td>
</tr>
<tr>
<td>*Real Estate Principles – On-line</td>
<td>11/22/06</td>
</tr>
<tr>
<td>*Real Estate Finance</td>
<td>10/04/06</td>
</tr>
<tr>
<td>*Real Estate Finance – On-line</td>
<td>11/22/06</td>
</tr>
<tr>
<td>*Real Estate Practice</td>
<td>09/20/06</td>
</tr>
<tr>
<td>*Real Estate Practice – On-line</td>
<td>11/22/06</td>
</tr>
<tr>
<td>*Real Estate Appraisal</td>
<td>09/20/06</td>
</tr>
<tr>
<td>*Real Estate Appraisal – On-line</td>
<td>11/22/06</td>
</tr>
<tr>
<td>*How to Create a Board that Really Works</td>
<td>09/20/06</td>
</tr>
<tr>
<td>*Candle Making for Home or Profit</td>
<td>04/19/06</td>
</tr>
<tr>
<td>*Citizenship – Renewal</td>
<td>04/05/06</td>
</tr>
<tr>
<td>*Soap Making as an Art or Business</td>
<td>11/01/06</td>
</tr>
<tr>
<td>Beginning Jujitsu: Self Defense for Adults</td>
<td>04/19/06</td>
</tr>
<tr>
<td>*Supervision</td>
<td>09/20/06</td>
</tr>
<tr>
<td>*Labor and Employment Law 101</td>
<td>09/20/06</td>
</tr>
<tr>
<td>*The Eco Gardener</td>
<td>09/20/06</td>
</tr>
<tr>
<td>*Beginning Grant Writing</td>
<td>09/20/06</td>
</tr>
<tr>
<td>*Intermediate Grant Writing</td>
<td>09/20/06</td>
</tr>
<tr>
<td>*Audition Workshop – Revision</td>
<td>04/05/06</td>
</tr>
<tr>
<td>*Theatre Production – Revision</td>
<td>04/12/06</td>
</tr>
<tr>
<td>*How to Break into Television and Commercials</td>
<td>04/12/06</td>
</tr>
<tr>
<td>*A New Career in Real Estate Appraisal</td>
<td>12/01/06</td>
</tr>
<tr>
<td>*Security for Your Home Computer</td>
<td>12/01/06</td>
</tr>
<tr>
<td>*Networking Your Home Computer</td>
<td>12/01/06</td>
</tr>
<tr>
<td>*Conversational Spanish</td>
<td>12/01/06</td>
</tr>
<tr>
<td>*Managing Your Boss</td>
<td>12/01/06</td>
</tr>
<tr>
<td>Fall Risk Prevention</td>
<td>12/01/06</td>
</tr>
<tr>
<td>Painting for Older Adults – Revision</td>
<td>12/01/06</td>
</tr>
<tr>
<td>*Steps to Overcoming Your Fear of Public Speaking</td>
<td>12/01/06</td>
</tr>
<tr>
<td>*How to Talk to Anyone About Anything</td>
<td>12/06/06</td>
</tr>
<tr>
<td>*Maximizing Cash and Investment Strategies</td>
<td>12/01/06</td>
</tr>
<tr>
<td>*Multi-Level ESL – Revision</td>
<td>12/01/06</td>
</tr>
<tr>
<td>Quilting Workshop – Revision</td>
<td>11/22/06</td>
</tr>
<tr>
<td>Hatha Yoga for Older Adults</td>
<td>11/22/06</td>
</tr>
<tr>
<td>Physical Fitness for Older Adults</td>
<td>11/22/06</td>
</tr>
<tr>
<td>*Family Literacy</td>
<td>12/06/06</td>
</tr>
</tbody>
</table>
III. ACTION ITEMS

A. FINANCE & BUSINESS

1. **Non-Resident Tuition – Amendment**

   32. It was moved by Mr. Couso-Vasquez, seconded by Mr. A. Quintero and carried that the Board of Trustees approve the Non-resident fee increase to $173.00 per unit, starting fiscal year 2007/2008. Mr. R. Quintero abstained.

2. **Campus-Wide Wireless System and Installation**

   33. It was moved by Mr. Mendez, seconded by Mr. A. Quintero for the purposes of discussion

   After much discussion it was moved by Mr. A. Quintero to table this item. The motion failed for lack of a second motion.

   Ms. Martinez arrived at this portion of the meeting.

   A roll call vote was requested that the Board of Trustees award Contracts to a) NE Systems for the purchase of Aruba Wireless System through the State of California, Department of General Services, California Multiple Award Schedule (CMAS) agreement 3-07-70-2045C in the amount of $210,708.50 from Bond Funds and b) Cablemasters for installation or Aruba Wireless System through the State of California, Department of General Services, California Multiple Award Schedule (CMAS) agreements 3-05-70-216A and 3-05-70-2163B in the amount of $49,955.30 from Bond Funds.
The vote was as follows: Mr. Couso-Vasquez – No, Mr. A. Quintero – No, Mr. Ramon Quintero – No, Ms. Acosta-Salazar – Yes, Ms. Martinez – Yes, Mr. Mendez abstained. The item did not pass.

3. **Relief From Bid – Diversified Landscape Management, Inc.**

   It was moved by Mr. Mendez, seconded by Ms. Acosta-Salazar and carried unanimously, that the Board of Trustees relieve Diversified Landscape Management, Inc., of its Bid #1105.

4. **Approve Affiliation Agreement for Child Development Practicum/Fieldwork – Whittier City School District**

   It was moved by Mr. Couso-Vasquez, seconded by Ms. Acosta-Salazar and carried, that the Board of Trustees approve Affiliation Agreement with Whittier City School District for Child Development Practicum/Fieldwork and authorizes the Superintendent/President or designee to sign the appropriate documents on behalf of the District.

5. **Services Agreement – California Early Childhood Mentor Program – San Francisco Community College District**

   It was moved by Angela Acosta-Salazar, seconded by Mr. Mendez and carried unanimously, that the Board of Trustees approve the California Early Childhood Mentor Program Agreement with San Francisco Community College District and authorize the Administration to execute the appropriate documents on behalf of the District.

6. **Surplus Potters’ Wheels**

   It was moved by Mr. R. Quintero, seconded by Mr. A. Quintero and carried unanimously, that the Board of Trustees approve the declaration of surplus and determine that the value of the surplus property listed above does not exceed $5,000 and authorized the item to be sold in a private sale without advertising. Items which can not be sold will be disposed in the local public dump.

7. **Budget Augmentation – Classified A-Day Positions**

   It was moved by Ms. Acosta-Salazar, seconded by Mr. Couso-Vasquez and carried unanimously, that the Board of Trustees approve the positions to increase the work year attached; the increase of salary and the benefits of the work year is $25,865.00.
8. **Award of Bid #1105 – Santa Fe Springs Landscape Project**

   It was moved by Mr. Mendez, seconded by Ms. Acosta-Salazar and carried unanimously, that the Board of Trustees award contract for Santa Fe Springs Landscape Project to FYR Landscaping dba: Pierre Sprinkler & Landscape in the amount of $149,046.00 funded by HUD, the City of Santa Fe Springs, and Bond fund and authorize the Administration to execute appropriate documents on behalf of the District.

9. **Award of Bid #1106 – Santa Fe Springs Wrought Iron Fence Project**

   It was moved by Mr. Mendez, seconded by Ms. Acosta-Salazar and carried unanimously, that the Board of Trustees award contract for Santa Fe Springs Landscape Project to Commercial Fence & Iron Works, Inc., in the amount of $51,734.36 funded by HUD, the City of Santa Fe Springs, and Bond fund, and authorize the Administration to execute appropriate documents on behalf of the District.

10. **Approve Instructional Services Agreement – City of Monrovia Police Department**

   It was moved by Mr. Couso-Vasquez, seconded by Mr. R. Quintero and carried unanimously that the Board of Trustees approve Instructional Service Agreement with the City of Monrovia Police Department and authorize the Superintendent/President or designee to sing the appropriate documents on behalf of the District.

11. **Award of Bid #1108 – Maintenance Facility Addition**

   It was moved by Mr. Mendez, seconded by Ms. Acosta-Salazar and carried unanimously, that the Board of Trustees award contract for Maintenance Facility Additional Project to EMAE International, Inc. in the amount of $1,521,000 funds by Bond funds and authorize the Administration to execute appropriate documents on behalf of the District.
B. PERSONNEL

1. Evaluation of Academic Employees

It was moved by Mr. Quintero, seconded by Mr. Couso-Vasquez and carried unanimously, that the Board of Trustees 1) approve employment of (a) First Contract employees to Second Contract (b) Second Contract employees to Third Contract (year # & 4) and (c) Third Contract (year 4) to Tenured.

IV. INFORMATION ITEMS

1. Building Program
2. AB1417/ARCC Statement
3. Enrollment Update

V. STAFF AND BOARD REPORTS

VI. CLOSED SESSION

Ms. Martinez recessed the meeting to closed session at 9:15 p.m. The meeting was reconvened at 10:32 p.m. Ms. Martinez reported that no action was taken in Closed Session.

With respect to every item of business to be discussed in closed session pursuant to Section 54956.8:

- CONFERENCE WITH REAL PROPERTY NEGOTIATOR - Properties:
  - 3017 Tyler Avenue, El Monte, California
  - 11515 South Colima Road, Whittier, California

Pursuant to Section 54956.9:
- Conference with legal counsel – Existing litigation (subdivision (a) of File No. 1706.038 (Disclosure would jeopardize service of process or existing settlement negotiations).

Pursuant to Section 54957:

- Discipline, Dismissal Release

(Pursuant to Section 54957.6)
- CONFERENCE WITH LABOR NEGOTIATOR
  Agency Negotiator: Dr. Manuel Baca
  Employee Organization: CSEA/RHCFA
VII. CLOSING ITEMS

A. Adjournment

Ms. Martinez adjourned the meeting. The next regular meeting of the Board of Trustees will be held on Wednesday, March 21, 2007, 6:00 p.m., Rio Hondo College, 3600 Workman Mill Road, Whittier.