RIO HONDO COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
MINUTES
Regular Meeting, March 21, 2007, 6:00 p.m.
Rio Hondo College, Board Room
3600 Workman Mill Road
Whittier, CA

Members Present: Maria Elena Martinez(Presiding), Ms. Acosta-Salazar, Mr. Garry Couso-Vasquez, Mr. Andre Quintero, Mr. Gary Mendez, Mr. Ramon Quintero, (Student Trustee)

Members Absent: None.

Staff Members: Dr. Manuel Baca, President
Mr. Teresa Dreyfuss, V.P. Business and Finance
Dr. Marilyn Brock, V.P., Academic Services
Dr. Steven Lohr, Director, Facilities
Ms. Carolyn Russell, President, Academic Senate
Ms. Jennifer Fernandez, Representing, RHCFA
Mr. Greg Garza, President, CSEA
Ms. Jennifer Marquis, President, ASB
Ms. Renee Gallegos (Recorder)

I. CALL TO ORDER

A. Call to Order

Ms. Martinez called the meeting to order at 6:03 p.m.

B. Pledge of Allegiance

Ms. Carolyn Russell led the pledge of allegiance.

C. Roll Call

All members present.

D. Open Communication for Public Comment

Ms. Cristela Ruiz spoke going out to BID on WiFi. This item was on the previous Board Agenda of March 7, 2007.

E. Approval of Minutes – February 21, 2007; March 7, 2007

55. It was moved by Mr. A. Quintero, seconded by Mr. Couso-Vasquez and carried unanimously, that the Board of Trustees accept the minutes of February 21, 2007 and March 7, 2007 as presented.

Ms. Martinez made the motion to move this item out of order.

It was the consensus of the Board to move the Information Item – Building Program out of order.

IV. INFORMATION ITEMS

F. Building Program

Mr. James Sohn gave his update on the Building Program

PRESENTATIONS

G. Presentation – Executive Summary – Substance Abuse & HIV Infection Initiative

Mr. Enrique Saldana gave a brief overview of the program.

II. CONSENT AGENDA

Mr. Mendez made a motion to pull Consent Agenda Item II.A.1.b.-Curriculum to Action Item. There were no objections to this motion.

56. It was moved by Ms. Acosta-Salazar, seconded by Mr. Couso-Vasquez and carried unanimously, that the Board of Trustees approve the Curriculum Agenda Item with the exclusion of Item II.A.1.b. Motion passed.

57. It was moved by Mr. A. Quintero, seconded by Ms. Acosta-Salazar and carried that the Board of Trustees approve the rest of the Consent Agenda as presented. Mr. Mendez voted no.

A. ACADEMIC SERVICES

1. Curriculum Items

a. New Courses that are Part of an Existing Program
The following courses have been recommended for inclusion in our offerings and catalog:

MUSIC 110: Advanced Vocal Ensemble
(Arts: Performing & Visual Arts)
Degree Applicable; (1 Unit)

PHIL 124: History of Philosophy: Ancient
(Social Science)
Degree Applicable; (3 Units)
Transfers to: CSU

PHIL 126: History of Philosophy: Modern
(Social Science)
Degree Applicable; (3 Units)
Transfers to: CSU

PHIL 140: Philosophy of Religion
(Social Science)
Degree Applicable; (3 Units)
Transfers to: CSU

TECED 040: OSHA Workplace Safety
(Business/Technology)
Degree Applicable; (1 Unit)

AJ 290: Cooperative Work Experience / Internship for Administration of Justice Related Fields
(Public Safety)
Degree Applicable; (1-4 Units)
Transfers to: CSU

AUTOT 50.4: Automotive Service Excellence (ASE) Certification Preparation
(Technology)
Degree Applicable; (2 Units)

ELEC 060: D.C. & A.C. Fundamentals
(Technology)
Degree Applicable; (3 Units)

EMT 290: Cooperative Work Experience / Internship for Emergency Medical Technician Related Fields
(Public Safety)
Degree Applicable; (1-4 Units)

FTECH 290: Cooperative Work Experience / Internship for Fire Technology Related Fields
(Public Safety)
Degree Applicable; (1-4 Units)

b. **Deletion from Curriculum**

The following courses have been recommended for deletion from our curriculum because the courses have not been offered for over six years:

ESL 026: ESL TOEFL Preparation

ESL 031: English as a Second Language Advanced Grammar

ESL 032: Vocational English as a Second Language (VESL) Communications
ESL 033A-1,2,3: ESL Speaking and Listening in the Workplace

B. FINANCE & BUSINESS

1. Finance and Business Reports

a. Purchase Order Report
b. Payroll Warrant Report- February, 2007

2. Authorization for Out of-State Travel and Conferences

The Board of Trustees approved the following staff and Board Members

Angela Acosta-Salazar to attend the American Association of Community Colleges (AACC) in Tampa, FL, April 14-17, 2007.

Ramon Quintero to attend the American Association of Community Colleges (AACC) in Tampa, FL, April 14-17, 2007.

Maria Elena Martinez to attend the American Association of Community Colleges (AACC) in Tampa, FL, April 14-17, 2007.

Mike Slavich to attend the Annual Honda PACT Instructor's Meeting in Kansas City, MO, June 25-29, 2007.

John Frala to attend the Annual Honda PACT Instructor's Meeting in Kansas City, MO, June 25-29, 2007.

Dorali Pichardo to attend the NASPA Conference in Orlando, FL, April 3, 2007.

Angela Medina to attend the Conference on College Composition and Communication in New York, NY, March 22-24, 2007.

Marie Eckstrom to attend the Conference on College Composition and Communication in New York, NY, March 22-24, 2007.

Lorraine Sfeir to attend the Conference on College Composition and Communication in New York, NY, March 22-24, 2007.

Ellie Bewley to attend the Fundraising Workshop Sponsored by Earlham College in New York, NY, April 3-6, 2007.

Vann Priest to attend the NSF Outreach to HIS in Albuquerque, NM, April 19-20, 2007.

Allen Leung to attend the NSF HIS Grant Writing Workshop in Abbuquerque, NM, April 19-20, 2007.

Jay Sunyogh to attend the Congress on the Future of Engineering Software in Scottsdale, AZ, April 12-15, 2007.

3. 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.

- Huntington Park Police Department

4. Grant – Capacity Building for Nursing Program Expansion

The California Community Colleges Chancellor's Office has awarded Rio Hondo College an augmentation to its Capacity Building for Nursing Program grant. The original award was Board approved in April 19, 2006 for $446,127. This new augmented total is $495,922 and will cover the period of April 1, 2006 through June 20, 2008.

5. Master Service Agreement – National Alternative Fuels Training Consortium

Rio Hondo has been working with the National Alternatives Fuel Training Consortium (NAFTC) through West Virginia University to coordinate and conduct the product orientation training for the NAFTC Miles Training Group Project. This is a Master Service Agreement beginning February 5, 2007 and extending through June 30th 2009, with an option to renew for one (1) year thereafter. Rio Hondo will continue this partnership through mutual agreement. Training will be conducted at Rio Hondo as well as out-of-state. Instructional rates will be $225 per instructional hour. Materials and food will be charged based upon fifteen (15) participants. Anything additional will be charged accordingly. The training dates and times will be mutually agreed upon by both the Rio Hondo Community College District and contracted organization or institution.

C. PERSONNEL

1. Academic

a. Employment

Part-Time, Spring 2007

HO, Hsing, Comm. & Lang.
MARTINEZ, Federico, Phys. Ed.
LANOIX, Tiffany, Social Sci.
RODRIGUEZ, Magdalena, Soc. Sci.

Hourly as Needed, Spring 2007

BOCANEGRA, Anthony, Public Safety
FEST, Erik, Public Safety
*GOLD, Christopher, Public Safety
McCART, Margarit, Public Safety
DO, Tai D., Public Safety
*GHAZARIAN, Alex, Public Safety
MacDONALD, Bryan, Public Safety
WAGGONER, Glenn, Public Safety

b. Medical Leave

KORF, William, Full-time instructor in the Arts and Cultural department has requested a six-week Family Care and Medical Leave to begin approximately April 18, 2007

2. Classified

a. Employment

Regular Classified

The following employee is hired in the designated capacity. Funding is available through June 30, 2007. If continued funding should not be available, 45-day notice shall be served prior to the end of funding

CORRALES, Lydia, Clerk Typist III, Applied Technology, 47.5%, 160 days each year, effective November 16, 2006

Short Term, 2007

BARBOZA, Jesus, FA Training & Operations Specialist, Public Safety, ending date June 30, 2007

HONEYCUTT, Jeffrey, PA Training & Operations Specialist, Public Safety, ending date June 30, 2007

*(minimum qualification equivalency established pursuant to CP 5165)

SMITH, Luis, PA Training & Operations Specialist, Public Safety, ending date June 30, 2007

Substitute

AVILA, Rachel, Children's Center Aide, Child Development Center, effective February 26, 2007

ESCOBAR, Isaias, Custodian, Facilities Services, effective February 28, 2007

GUEVARA, Fernando, Custodian, Facilities Services, effective February 28, 2007

MASON, Michael, Custodian, Facilities Services, effective February 28, 2007

VELASQUEZ, Doris, Children's Center Aide, Child Development Center, effective February 26, 2007

3. Unrepresented, CP 5155, 2007-2008

a. Employment

Hourly

CARRILLO, Mario, Coaching Specialist, Physical Ed.

DANG, Long Phi, Tutor II, MSC
SANCHES, Benny, Model

4. Academic Rank

The Academic Rank Committee of the Academic Senate has met to review the applications for faculty for advancement in academic rank. The applications for academic rank are in compliance with the Academic Rank Policy and have been verified by staff in the Office of Human Resources.

Professor

Bruce Nelson	Physical Education
Kenn Pierson	Communications & Languages
Nilsa Rivera	Counseling
Faye Daryoush	Mathematics
Mercedes Martinez	Business
Michelle Pilati	Social Science
Muata Kamdibe	Communications & Languages
Steve Katnik	Biology

Associate Professor

Ryan Bronkar	Mathematics
Robert Holcomb	Communications & Languages
Thomas Callinan	Communications & Languages
Firouz Mosharraf	Mathematics
Barbara Mikalson	Social Science
Lily Isaac	Communications & Languages

Assistant Professor

Ralph Velazquez	Communications & Languages

III. ACTION ITEMS

A. FINANCE & BUSINESS

1. Consultant Services

58. It was moved by Mr. Mendez, seconded by Ms. Acosta-Salazar and carried unanimously that the Board of Trustees outlined below and authorize the Superintendent/President or designee to sign the appropriate documents on behalf of the District

a) Tim Culver – To facilitate on campus as required by Title V Assessment & Evaluation with written summary of findings and recommendations. Date of service will be April 19, 2007. Payment is not to exceed $5,750.00 from Title V.

b) Linda Hughes – To serve as a facilitator of Foster/Kinship Care Education Classes for Foster and Relative Caregivers. Dates of service will be from March 22, 2007 through June 30, 2007. Payment is not to exceed $1,000.00 from FKCE.

c) Juan N. Munoz – To present workshops to Foster Youth in the Independent Living Program and in the Early Start to Emancipation Program as well as to foster parents. Dates of service will be from March 22, 2007 through June 30, 2007. Payment is not to exceed $4,000.00 from ILP-B, FKCE, and ESTEP.

d) Christina Maria Auer-Arriaga – To present workshops/classes to Foster and Kinship Care Providers/Youth. Topics related to foster care, youth and parenting. Dates of service will be from March 2007 through June 30, 2007. Payment is not to exceed $1,500.00 from FKCE/ILP-A.

2. <u>Consultant Agreement – Fabiani & Company</u>

59. It was moved by Mr. Mendez, seconded by Mr. A. Quintero and carried unanimously, that the Board of Trustees approve a new contract with Fabiani & Company and authorize the Superintendent/President or designee to execute a contract on behalf of the District, not to exceed $65,000 for the term March 22, 2007 through September 21, 2007, to be paid from the General Fund.

3. <u>Approve Instructional Services Agreements</u>

60. It was moved by Ms. Acosta-Salazar, seconded by Mr. A. Quintero and carried unanimously that the Board of Trustees approve the Instructional Service Agreements as outlined below and authorize the Superintendent/President or designee to sign the appropriate documents on behalf of the District.

The Department of Public Safety will make available Police Training to the following local agencies. These courses include Administration of Justice and Peace Officer Standards and Training (POST) certified courses.

- City of Arcadia Police Department located at 250 W. Huntington Drive, Arcadia, CA for the term March 22, 2007 through March 21, 2012.

- City of Azusa Police Department located at 725 N. Alameda Avenue, Azusa, CA., for the term March 22, 2007 through March 21, 2012.

- City of Montebello Police Department located at 1600 W. Beverly Blvd., Montebello, CA., for the term April 19, 2007 through April 18, 2012.

Revenue generated from FTES will be split 70% to Rio Hondo and 30% to the agency.

4. <u>Award Bid #1121 Music Building Roof Renovation</u>

61. It was moved by Ms. Acosta-Salazar, seconded by Mr. Couso-Vasquez and carried unanimously that the Board of Trustees award contract for Bid #1121 Music Building Roof Renovation to Lavey Roofing Services, Inc., in the amount of $79,700 from the Scheduled Maintenance Grant (SM2004-05 SD 1108 Chapter 216) Funds and authorize the Administration to execute appropriate documents on behalf of the District.

5. <u>Agreement and Resolution – Delinquent Tax Receivables</u>

62. It was moved by Mr. A. Quintero, seconded by Ms. Acosta-Salazar and carried unanimously, that the Board of Trustees approve the resolution approving assignment of delinquent tax receivables to the California Statewide Delinquent Tax Finance Authority.

(Resolution attached)

RESOLUTION NO. 0307-005

RESOLUTION OF THE BOARD OF TRUSTEES OF THE
RIO HONDO COMMUNITY COLLEGE DISTRICT
APPROVING ASSIGNMENT OF DELINQUENT TAX RECEIVABLES TO THE CALIFORNIA STATEWIDE DELINQUENT TAX FINANCE AUTHORITY FOR THE FISCAL YEARS ENDING JUNE 30 IN EACH OF THE YEARS 2008 THROUGH 2010, AND AUTHORIZING EXECUTION AND DELIVERY OF RELATED DOCUMENTS AND ACTIONS

WHEREAS, under Section 6516.6 of the Government Code of the State of California (the "Law"), a school district, community college district or other educational agency is authorized to sell and assign to a joint powers authority any or all of its right, title, and interest in and to the enforcement and collection of delinquent and uncollected property taxes, assessments, and other receivables that have been levied by or on behalf of the school agency for collection on the secured, unsecured, or supplemental property tax rolls in accordance with such terms and conditions as are set forth in an agreement with the joint powers authority; and

WHEREAS, the California Statewide Delinquent Tax Finance Authority (the "Authority") has been formed as a joint powers authority for the purpose of purchasing delinquent ad valorem property taxes in accordance with the Law upon terms and conditions which are acceptable to school agencies; and

WHEREAS, under the Law the amount of property tax receipts to be reported in a fiscal year for a school agency for revenue limit purposes is equal to 100% of the school agency's allocable share of the taxes distributed to it for the fiscal year, and any additional amounts will not be reported and will be provided directly to the school agency; and

WHEREAS, the Authority has requested the District to sell its delinquent ad valorem property tax receivables (the "Tax Receivables") to the Authority for the fiscal years ending June 30 in each of the years 2008 through 2010 (the "Covered Fiscal Years") at a purchase price equal to 108.5% of the amount of Tax Receivables which have been levied; and

WHEREAS, the Authority has made arrangements to issue and sell a certificate of participation for each fiscal year, representing a participation interest in all of the Tax Receivables received from the District and from other participating school agencies in the County of Los Angeles for such fiscal year, which certificate of participation will be sold to a designee of Plymouth Park Tax Services, LLC, a Delaware limited liability company ("Plymouth"); and

WHEREAS, the Board wishes at this time to approve the foregoing financing plan and authorize the execution and delivery of all related documents and actions;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the **Rio Hondo Community College District** as follows:

Section 1. **Approval of Financing Plan; Sale of Tax Receivables to Authority**. The Board hereby approves the financing plan presented to the Board at the meeting at which this Resolution is adopted, and as generally described in the recitals of this Resolution. The Board hereby approves and authorizes the sale of the Tax Receivables to Authority for each of the Covered Fiscal Years.

Section 2. Approval of Financing Documents. In order to implement the financing plan approved under Section 1, the Board hereby approves each of the following agreements, to be entered into for each of the Covered Fiscal Years:

- Future Tax Receivables Sales Agreement to be entered into among the Authority, Plymouth, and the District, under which the District agrees to sell its Tax Receivables to the Authority in each Covered Fiscal Year, in substantially the form on file with the Secretary.

- Purchase and Sale Agreement to be entered into between the Authority and the District with respect to the Tax Receivables, in substantially the form used on previous financings between the Authority and the District.

Each of the foregoing agreements is approved in substantially the respective forms on file with the Clerk of the Board, together with any changes therein or modifications thereof as may be approved by the Superintendent/President or the Vice President, Finance & Business authorized to sign documents on behalf of the District, and the execution and delivery of each agreement by the District shall be conclusive evidence of the approval of all changes and modifications to said agreement. The Board hereby authorizes the delivery and performance of each of the foregoing agreements.

Section 3. Official Actions. The Superintendent/President or the Vice President, Finance & Business, authorized to sign documents on behalf of the District, are hereby authorized and directed, for and in the name and on behalf of the District, to do any and all things and take any and all actions, including execution and delivery of any and all assignments, certificates, requisitions, agreements, notices, consents, instruments of conveyance, warrants and other documents, which they, or any of them, may deem necessary or advisable in order to consummate the sale of the Tax Receivables to the Authority for each Covered Fiscal Year. Whenever in this resolution any officer of the District is authorized to execute or countersign any document or take any action, such execution, countersigning or action may be taken on behalf of such officer by any person designated by such officer to act on his or her behalf if such officer is absent or unavailable.

Section 4. Effective Date. This resolution shall take effect from and after the date of approval and adoption thereof.

PASSED AND ADOPTED this ____ day of _____, 2007, by the following vote:

AYES:

NOES:

ABSENT:

_____
Maria Elena Martinez,
President, Board of Trustees

ATTEST:

_____
Manuel Baca, Ph.D.
Secretary, Board of Trustees

6. Resolution Ordering Governing Board Member Election

63. It was moved by Mr. A. Quintero, seconded by Ms. Acosta-Salazar and carried unanimously, that the Board of Trustees adopt the resolution Ordering Governing Board Member Election. Trustee Area 2 (Martinez) and 4 (Mendez) are up for reelection this November.

7. Award of Bid #1110 – Regional Public Safety Training Center Phase 2

64. It was moved by Mr. Mendez, seconded by Mr. Couso-Vasquez and carried unanimously, that the Board of Trustees award contract for Regional Public Safety Training Center Phase 2 to Thomco Construction Inc., in the amount of $1,467,750 funded by Bond funds and authorize the Administration to execute appropriate documents on behalf of the District.

8. Single (Sole Source) Source of Procurement

65. It was moved by Ms. Acosta-Salazar, seconded by Mr. Mendez and carried unanimously, that the Board of Trustees find that BBR Surveying Instruments is the single or sole source for purchasing the surveying instruments as identified in the IRDC Grant in the amount not to exceed $71,433.36, and authorize the Administration to execute appropriate documents on behalf of the District.

B. PRESIDENT'S OFFICE

1. California Community College Trustees (CCCT) Board of Directors Election -2007

66. It was moved by Ms. Acosta-Salazar, seconded by Mr. Mendez and carried unanimously that the board of Trustees nominate the following individuals for the California Community College Trustees (CCCT) Board of Directors.

The Board of Trustees cast votes for the following candidates:

Andre Quintero –Rio Hondo CCD
Luis Villegas-Santa Barbara CCD
Maria Elena Serna-San Joaquin Delta CCD
Rosanne Bader-Mt. San Antonio CCD
Mary Figueroa-Riverside CCD
Tom Clark-Long Beach CCD
Georgia Mercer-Los Angeles CCD

Mr. Mendez stepped out of the meeting at this point.

2. <u>2007 Fellow of the College</u>

67. It was moved by Ms. Acosta-Salaar, seconded by Mr. A. Quintero and carried unanimously, that the Board of Trustees designate Patrick Boyle as the 2007 Fellow of the College.

3. <u>2007 Distinguished Service Award</u>

68. It was moved by Mr. A. Quintero, seconded by Ms. Acosta-Salazar and carried unanimously that the Board of Trustees select Mr. Dionicio Morales, as the recipient of the Distinguished Service Award for 2007.

Mr. Mendez returned to the meeting at this point.

IV. INFORMATION ITEMS

A. Building Program

This item was moved out of order to the beginning of the agenda.

B. Finance & Business

1. <u>Fiscal Year 2007/2008 Budget Calendar</u>

- June 20, 2007 - Tentative Budget present to Board for approval.
- September 7, 2007 - Proposed Budget for public inspection.
- September 12, 2007- Public Hearing.
- September 12, 2007 - Budget study session and adoption of Budget.

V. BOARD COMMITTEE REPORTS

VI. STAFF AND BOARD REPORTS

VII. <u>CLOSED SESSION</u>

Ms. Martinez recessed the meeting to Closed Session at 8:20 p.m. Ms. Martinez reconvened the meeting at 10:15 p.m. 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 Section 54957):

- **DISCIPLINE, DISMISSAL, RELEASE**

69. It was moved by Mr. A. Quintero, seconded by Mr. Couso-Vasquez and carried unanimously, that the Board of Trustees direct the Interim Superintendent/President to take appropriate action to place a Classified Employee on 4 weeks leave without pay.

- **CONFERENCE WITH LEGAL COUNSEL** – Existing Litigation *(Subdivision (a) of Section 54956.9)*

  - Existing Litigation - File No. 1706.038 (Disclosure would jeopardize service of process or existing settlement negotiations).

  - Existing Litigation - File No. 1705.071 (Disclosure would jeopardize service of process or existing settlement negotiations).

  No action taken.

(Pursuant to Section 54956.8):

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

  No action taken.

(Pursuant to Section 54957.6)

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

  No action taken.

With respect to every item of business to be discussed in closed session (Pursuant to Section 54957):

- **PUBLIC EMPLOYMENT**
  - Presidential Search

  No action taken.

VIII. CLOSING ITEMS

A. The next special meeting of the Board of Trustees, Wednesday, April 4, 2007, 6:00 p.m., Rio Hondo College, 3600 Workman Mill Road, Whittier.

B. Adjournment

_____		_____	
President	Date	Clerk	Date