RIO HONDO COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES  
MINUTES  
Regular Meeting, September 14, 2005, 6:30 p.m.  
Rio Hondo College, 3600 Workman Mill Road  
Whittier, CA

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

Members Absent:  None

Secretary to the Board:  Dr. Rose Marie Joyce

Staff Members:  Dr. Voiza Arnold, Ms. Teresa Dreyfuss, Mr. Henry Gee, Dr. Andy Howard, Ms. Carolyn Russell (President, Academic Senate), Mr. Tom Huffman (President, RHCFA), Ms. Sandra Rivera, (President, CSEA) Ms. Amanda Gomez (President, ASB), Ms. Sandy Sandello (Recorder)

I. CALL TO ORDER

A. Call to Order (6:30 p.m.)

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

B. Pledge of Allegiance

Dr. Andy Howard led the pledge of allegiance.

C. Roll Call

Ms. Martinez arrived at 6:48 p.m.

D. Open Communication for Public Comment

No comments were made.

E. Approval of Minutes – August 10, 2005; August 13, 2005

164. It was moved by Mr. Camalich, seconded by Mr. Mendez and carried unanimously, that the Board of Trustees accept the Minutes of August 10, 2005 and August 24, 2005 as presented.
F. Commendation
   • CSEA Pen of Excellence Award, Suzanne Frederickson
   • David Aceves, Management Retiree

G. Presentations
   • Fine Arts Overview

II. CONSENT AGENDA

Item II.C.2.b. (per diem) was moved to Closed Session and Item II.C.3.f. was pulled for further study by the Administration.

The Administration noted the addition of John Frala to Item II.B.2. Authorization for Out of State Travel and Conferences.

Mr. Mendez moved Item II.A.1. Field Trips to the Action agenda.

165. It was moved by Mr. Mendez, seconded by Mr. Camalich and carried unanimously, to approve the Consent Agenda as amended.

A. ACADEMIC SERVICES

1. Field Trips

   Moved to action agenda.

B. FINANCE & BUSINESS

1. Finance & Business Reports

   a.) Purchase Order Reports

   b.) Payroll Warrant Report

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

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


Andy Howard to attend the Successful Major Gifts Campaigns Seminar in Providence, Rhode Island, October 5-7, 2005.

John Frala to attend the Allison Training in Indianapolis, Indiana, October 1-8, 2005.
3. **Grants**
   
a) Augmentation – Foster Kinship Care Education (FKCE)

b.) Grant Extension UniHealth New Graduate Nurse Internship Program

4. **Revenue Agreements**
   
a.) Project No. 02-637 – West Virginia University Research Corporation (WVURC) on behalf of West Virginia University

b.) Quemetco Inc.

c.) Use of Weapons Firing Range

d.) Renewal – Agreement with the Foundation for California Community College for State of California’s Bureau of Automotive Repair (BAR) Smog Referee and Student Training Program

5. **Acceptance of Donation: Firefighting Materials from Vought Aircraft Industries**

6. **Phase 2 - Computer Replacement Project**

C. **PERSONNEL**

1. **Academic**
   
a. **Employment**

   **Part-Time, Fall, 2005**

   ARASASINGHAM, Premilla, Phys. Sci.  
   BLANCH, Alfonso, Technology  
   CERVANTES, Misty, Arts & Cultural  
   FAGAN, Thomas. Social Science  
   HARRIS, Kenneth, Technology  
   HI, Peter, Biology  
   LUKE, Thomas, Technology  
   NAVARRO, Carmen, Comm. & Lang.  
   OSMAN, Daniel, Comm. & Lang.  
   SHAH, Ahmad, Business  
   SOMERS, David, Comm. & Lang.  
   SWENSEN, Michael, Technology  
   AVAKYAN, Vage, Mathematics  
   BOXX, Gayle, Biology  
   DAILY, Dee, Technology  
   FERRELL, James, Business  
   HSU, Yen, Comm. & Languages  
   LOHMANN, Kelly, Physical Ed.  
   NGUYEN, Son, Social Science  
   ORTIZ, Paul, Technology  
   SAMUELSON, Rami, Social Science  
   SHERWOOD, Dianna, Physical Ed.  
   STROLL, Susan, Arts & Cultural  
   ZARO, Mariano, Comm. & Lang.
Hourly As Needed, Fall 2005-2006

ANDERSON, Jill, Counseling  ATILANO, Rosanne, Counseling
BANUELOS, Manuel, Counseling  BARRIOS, Mary, Counseling
BUSH, Nunmin, Counseling  DAZA, Igor, Counseling
DIAZ, Therese, Counseling  ELLIOTT, Dana, Counseling
GREGORY, Leslie, Counseling  HIGA, Traci, Counseling
LAX, Cheryl, Counseling  MANDINI, Melissa H., Counseling
MARTINEZ, Mario, Counseling  PEREAU, Barry, Counseling
PRECIADO, Susana, Counseling  RODRIGUEZ, Sandra, Counseling
SANCHEZ, Leticia, Counseling  SOBALVARRO, Dolores, Counseling
VEGA, Maria, Counseling

2. Management and Confidential

a. Retirement

ACEVES, David, has revised his letter of resignation for retirement purposes. His last day of employment was September 7, 2005

b. Employment, Categorically Funded

If continued employment should not be available, appropriate 45-day notice shall be served prior to the end of funding

REILLY, Colleen, Director, Child Development Center, effective October 1, 2005 through September 30, 2006

This item was moved to Closed Session.

Per Diem

PARRA, Peter, Human Resources, effective September 7, 2005 through June 30, 2006

3. Classified

a. Employment, 2005-2006

Regular Classified

ENRIQUEZ, Jose, Instructional Assistant, Fabrication/Welding, 100%, Applied Technology, effective August 29, 2005

Substitutes

CLARK, Thomas, Paraprofessional Tutor, EOP&S/C.A.R.E. effective August 31, 2005

GONZALEZ, Jesse, Grounds Maintenance Worker, Facilities Services, effective August 9, 2005
MUNOZ-LOPEZ, Marta, Student Services Assistant, Cal WORKS, effective August 29, 2005

RODRIGUEZ, Alberto, Grounds Maintenance Worker, Facilities Services, effective August 9, 2005

Short term

GOMEZ, Kathy, Testing Technician, Assessment Center, ending date June 30, 2006

HIGA, Byron, PA Training & Operations Specialist, Public Safety, ending date June 30, 2006

WOOD, Robert, PA Training & Operations Specialist, Public Safety, ending date June 30, 2006

Continued Employment, Regular Classified

The following individuals will continue in the designated capacity with dedicated funding through September 30, 2006. If continued funding should not be available, appropriate 45-day notice shall be served prior to the end of funding.

CARPIO, Elda, Clerk Typist I, Upward Bound
DUNCAN, Janet, Senior Secretary, Foundation
MUNOZ, Fabiola, Educational Advisor, Upward Bound
ORTIZ, Fabiola, Social Science/Project TEACH

b. Promotion

GONZALEZ, Hayde, Account Clerk II, in Accounting to Account Clerk III, effective September 15, 2005

c. Increase in Assignment

SHECKELLS, Arline, Clerk Typist III, Child Development Center from 75% to 100%, effective September 15, 2005

d. Retirement

HINKLE, Beth, Sr. Systems Analyst, Information Technology Services, last day of employment is December 30, 2005.

LOPEZ, Yolanda, Computer Operations Technician, Information Technology Services, last day of employment is December 30, 2005.
e. **Resignations**

ABAJIAN, Lauren, Children’s Center Aide, Child Development Center, last day of employment was August 26, 2005

MARTINEZ, Priscilla, Clerk Typist III, Evening College, last day of employment was August 31, 2005

RASERO, Jessica, Student Services Assistant, Cal WORKS, last day of employment was September 2, 2005

SHMAVONYAN, Anahit, Children’s Center Aide, Child Development Center, last day of employment was August 12, 2005

f. **Elimination of Position**

This item was removed for further study.

The following position was created with categorical funds that expire October 31, 2005

One full-time employee, Webmaster, California Virtual College

g. **Medical Leave**

CALDERON, Zulma, Instructional Assistant, Virtual College, has requested a Family Medical Leave, on an intermittent basis beginning October 4, 2005.

4. **Unrepresented, CP 5155, 2005-2006**

a. **Employment**

CHOWEN, Leslie, Coaching Spec.

DIAZ, Lorraine, Tutor II, MSC

HINES, Rose Anna, Guest Lecturer

LINCKE, Chris. Guest Lecturer

LOPEZ, Alfonso, Tutor II, LAC

MOLINA-GUZMAN, Jose, Coach. Spec.

RODRIGUEZ, Carlos, Tutor II, MSC

ROY, Samuel, Coaching Spec.

TALAVERA, Juan, Guest Lecturer

VILLANUEVA, Charles, Guest Lecturer

**Non-Credit**

GOMEZ, Jose J.      MORALES, Lilia

PIERSEIN, Alison      SOUTHWORTH, Warren

TERMINEL, Gigi      TREVINOS, Robert

WANGLER, Richard

**Students**

ALARCON, Elizabeth, Admissions

BATSON, Marsha, Cal WORKS

FU, Yi, Accounting

GARCIA, Elizabeth, Admissions

IBANEZ, Michelle, Admissions

NGUYEN, Ryan, Public Safety

SINGH, Babanpal, LAC

VILLANUEVA, Jennifer, Child Devp.

WANG, Rui, Admissions
III. ACTION ITEMS

A. ACADEMIC SERVICES

1. Field Trips

*This item was moved to from the Consent agenda.*

166. It was moved by Mr. Mendez, seconded by Ms. Martinez and carried unanimously, that the Board of Trustees direct the Administration to bring back options to off-set costs at the September 26, 2005 Special Board Meeting.

A. FINANCE & BUSINESS

1. Public Hearing and Approval of the Proposed 2005-06 Adopted Budget

Mr. Quintero declared the hearing open at 7:15 p.m. Public comments were not made and Mr. Quintero declared the public hearing closed at 7:16 p.m.

167. It was moved by Mr. Camalich, seconded by Mr. Mendez and carried unanimously, that the Board of Trustees approve the adopted budget for 2005-2006.

2. Partnership Agreement – Kaiser Providing Qualified Clinical Instructor

168. It was moved by Ms. Yanez, seconded by Ms. Gunn and carried unanimously, that the Board of Trustees authorize the Administration to negotiate an agreement with Kaiser to increase enrollment.

3. Consultant Services

169. It was moved by Ms. Yanez, seconded by Mr. Camalich and carried unanimously, that the Board of Trustees approve the Consultant Services as outlined.
a) Education4Work (Susan Coleman) – To coordinate Regional Consortium activities for Los Angeles/Orange counties and coordinate statewide Workforce Leaders Institute for community college leaders from Vocational Education/Economic Development programs. Dates of service will be September 2005 through June 2006. Payment is from Regional Consortium grant funds and shall not exceed $40,000.

b) Linda Hawes – To serve as a Resource/Foster Parent and to present eleven 3-hour PS-MAPP classes to Foster Parents for state licensing purposes during the period of September 17, 2005 through October 31, 2005. Payment is from the PS-MAPP grant funds and is not to exceed $1,500.

c) Lynn J. Shaw – To assist the Los Angeles/Orange County Regional Consortium in connecting community colleges to the Workforce Investment Boards and other duties as assigned by the Consortium during the period of September 2005 through June 2006. Payment is from Regional Consortium grant funds is not to exceed $10,000.

d) Susie Barkley-Jones – To serve as a consultant for recruiting participants for the Kinship Education, Preparation and Support (KEPS) Program during the period of September 2005 through December 2005. Payment is from KEPS grant funds and is not to exceed $250.

e) Elias S. Cortez – to provide technical assistance for the President related to information technology. Mr. Cortez has performed a multitude of consulting services for private and public entities including Rio Hondo's network security system upgrade. He served as Chief Information Officer for the State of California and was a member of Governor Gray Davis' Cabinet. He directed the highly successful State Y2K project. The consultant rate is $95/hour. Payment will be from Bond funds.

f) WorksWorks, Inc. – To Complete a needs analysis for the Rio Hondo College website, in conjunction with VMA Communication. The analysis will include an evaluation of the current website and a survey/interview of users including students and staff. These findings will be used to create an Internet Technology Roadmap for future
development of the website. A cost analysis of the implementation of the plan will be also included. Payment is not to exceed $12,000 from District funds and $8,000 from Bond funds.

4. **Approval to Lease Ricoh Copier for Transfer Center**

   It was moved by Mr. Mendez, seconded by Ms. Gunn and carried unanimously, that the Board of Trustees approve a 60-month copier lease with Ricoh Business Systems, Inc., and authorized the Administration to sign the appropriate documents on behalf of the District.

5. **Award Contract to Vasquez & Co., LLP for Board Auditing Services**

   It was moved by Ms. Yanez, seconded by Mr. Mendez and carried unanimously, that the Board of Trustees award a contract to Vasquez & Company, LLP for Bond financial and performance auditing services in the amount of $23,500 from Bond funds.


   It was moved by Ms. Martinez, seconded by Ms. Yanez and carried unanimously, that the Board of Trustees authorize the Administration to negotiate contracts with National Econ as the lead hazmat consultant and MACTEC as support and review hazmat consultant.

7. **Leadership in Energy and Environmental Design LEED Consultant Services**

   It was moved by Mr. Camalich, seconded by Ms. Martinez and carried unanimously, that the Board of Trustees authorize the Administration to negotiate contracts with Davis Langdon Associates and Glumac to provide LEED Consulting and Commissioning services.

8. **Tree Survey Consulting/Arborist Services**

   It was moved by Ms. Martinez, seconded by Ms. Yanez and carried that the Board of Trustees approve Gregg Applegate Consulting Arborist to provide tree survey and consulting arborist services for the Tree Plan for a total not to exceed an amount of $30,000 from Bond proceeds.
9. **Engineering Design Services for Seismic Mitigation for Building Facades**

175. It was moved by Ms. Yanez, seconded by Ms. Martinez and carried unanimously, that the Board of Trustees approve Integrated Design Service to provide engineering design services for Seismic Mitigation for Building Facades for a total not to exceed the amount of $13,000 from Bond proceeds.

10. **Gaining Early Awareness Readiness for Undergraduate Program (GEAR-UP)**

176. It was moved by Ms. Martinez, seconded by Ms. Gunn and carried unanimously, that the Board of Trustees approve the grant funding as outlined above and authorize the Administration to execute contracts on behalf of the District.

**B. PRESIDENT’S OFFICE**

1. **Revision of Board Policies 1000s**

177. It was moved by Mr. Camalich, seconded by Ms. Martinez and carried unanimously, that the Board of Trustees approve the revision of Board Policies 1000s.

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<td>Public Participation at Board Meetings 2345</td>
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2. **Appointment to Oversight Committee**

178. It was moved by Ms. Martinez, seconded by Ms. Gunn and carried unanimously, that the Board of Trustees approve the Edna Santillan as the student representative to the Citizen’s Oversight Committee.

3. **Reorganization**

179. It was moved by Ms. Martinez, seconded by Mr. Camalich and carried unanimously, that the Board of Trustees approve the recommended changes to the management organization.

**IV. INFORMATION ITEMS**

1. Building Program
2. Study Abroad Program – Mexico
3. Efforts to Assist Katrina Victims

**V. BOARD SUB COMMITTEE REPORTS**

- Board Goals
- Building Program

**VI. STAFF AND BOARD REPORTS**
VII. CLOSED SESSION

Mr. Quintero recessed the meeting to Closed Session at 8:35 p.m. Mr. Quintero reconvened the meeting at 9:03 p.m. and reported the following action was taken in Closed Session:

**Per Diem**

180. It was moved by Mr. Camalich, seconded by Ms. Yanez and carried that the Board of Trustees approve the Consent Agenda item to hire Peter Parra, Human Resources, effective September 7, 2005 through June 30, 2006. Ms. Martinez voted no.

*(Pursuant to Section 54956.8)*

- CONFERENCE WITH REAL PROPERTY
  Property: 3323 Workman Mill Road

No action taken on this item.

*(Pursuant to Section 54957)*

- DISCIPLINE/DISMISSAL RELEASE

No action taken on this item.

*(Pursuant to Section 54957.6)*

- CONFERENCE WITH LABOR NEGOTIATOR
  Agency Negotiator: Rose Marie Joyce
  Employee Organization: CSEA

No action taken on this item.

VIII. CLOSING ITEMS

A. Adjournment

Mr. Quintero adjourned the meeting at 9:07 p.m. in memory of the victims of Hurricane Katrina. A special meeting of the Board of Trustees will be held on September 26, 2005 at 4:00 p.m. and the next regular meeting of the Board of Trustees will be held on Wednesday, October 12, 2005, 6:30 p.m.