Location: Rio Hondo College Board Room  
3600 Workman Mill Road, Whittier CA 90601

Members Present: André Quintero, President (Presiding)  
Angela Acosta-Salazar, Vice President  
Gary Mendez, Clerk  
Garry Couso-Vasquez, Member  
Cristela Solorio Ruiz, (Student Trustee)

Members Absent: Maria Elena Martinez

Staff Members: Dr. Ted Martinez, Jr., Superintendent/President  
Dr. Paul Parnell, Vice President, Academic Services  
Ms. Teresa Dreyfuss, Vice President, Finance & Business  
Mr. Henry Gee, Vice President, Student Services  
Ms. Beverly Reilly, President, Academic Senate  
Ms. Jennifer Fernandez, President, RHCFA  
Ms. Lisa Sandoval, President, CSEA  
Mr. Ernesto Zumaya, President ASB  
Mr. Russell Castañeda Calleros (Accreditation Response)  
Ms. Renee Gallegos, (Recorder)

I. CALL TO ORDER

A. Accreditation Response 2 (4:00 p.m.)

Mr. Quintero began the Accreditation Response session at 4:05 p.m. The session ended at 5:25 p.m.

Board of Trustees Working Session  
Re: Accreditation Response on Governance (Rec. 6B)

Recommendation 6B: Part One – Professional Development

• Trustees have already attended workshops, seminars, and activities related to the areas articulated in the recommendation by default, even if not by design.  
• The workshops attended cover all the areas mentioned in WASC’s recommendation: board/campus relations, ethics, trusteeship, accreditation process, and strategic planning.  
• One trustee brought up an example of one workshop he recently attended at a CCLC conference in Sonoma titled “How to Serve as an Effective Chair of a Board”.  
• Trustees have worked with Sandy Sandello and Dr. Martinez to compile a list of all professional development activities from October 2008 and later.
• Trustees reminded everyone that a couple of folks were hired to help with area of professional development (CCLC Exec Director Scott Lay and the attorney Bonifacio Garcia).
• It was mentioned that perhaps the board orientation manual can be updated to remind new trustees to better document all professional development attendees so that future record-keeping would be made much easier.
• It was added that professional development should be articulated clearly in the board’s activities so that it does not happen by default.
• The extent to which professional development is engaged can be incorporated into trustees’ annual self-evaluation instruments.
• It was suggested that trustees could give brief presentations or reports at board meetings for specific professional development activities so that there is increased awareness of their value.
• One trustee added that it is important to track all activities at annual board retreats and to review them semi-annually.
• It was suggested that the board could consider drafting a policy that addresses reporting on professional development activities.
• The student trustee added that future student trustees be included in this process by incorporating language that explicitly mentions student trustees in a potential professional development reporting policy.
• The Board President wrapped up this section by asking that a policy concerning reporting on professional development activities be drafted.

Recommendation 6B: Part Two - Presidential Hiring Process

(Note: in this section, the Board asked for succinct input exclusively related to this topic from Dr. Paul Parnell, Beverly Reilly, and Russell Castañeda Calleros who were in attendance representing the Accreditation Response Team)

• It was stated that the current policy leaves some areas that might be in need of specificity.
• Expectations need to be made explicit in the policy and in the communication of this policy.
• The Board’s expectations need to be clearly articulated to the selection committee.
• These expectations need to reflect the Board’s values.
• One example of a board value is that “it is helpful to review more candidates than to review less”.
• If the process becomes compromised in some way, there need to be clear options on what steps can be taken by the board and these options need to be clearly communicated to the selection committee.
• Additions to the existing policy and corresponding procedures need not be too prescriptive but could offer guidance.
• One trustee commented that perhaps constituency groups could offer a rationale for their candidate(s) along with a list of strengths and weaknesses. In this way, the nominating committee co-chairs could offer brief narratives to the Board that would help to explain why certain number of candidates were advanced (or not advanced).
• One trustee commented that there needs to be transparency at all levels.
• These narratives will go a long way in improving communication for all involved in the selection process.
• One trustee asked how we eliminate pitfalls of miscommunication.
• Another trustee responded by recommending a potential process that may include the following:
  • Start the process by identifying and sharing expectations prior to looking at the pool of candidates.
  • Continue by making sure everyone knows and understands the expectations, the roles, and possible options of all stakeholders before the pool is reviewed.
  • Make sure the consultant involved is clear about all of these things before beginning the process.
  • Include possible scenarios and alert participants about possible pitfalls from previous nomination processes.
  • After the committee has selected candidates to be forwarded to the Board, ensure that the committee co-chairs accompany the consultant to explain rationale and to share narratives with the Board.
  • Dr. Martinez reminded everyone that everyone in the campus community has an opportunity to provide comments, concerns, or questions to finalist candidates at campus forums.

To help summarize the discussion, the Board President indicated that the Board completed a review of the selection process and found items in need of clarification:

  • The existing policy is silent with respect to the role and responsibilities of the consultant
  • There is a need to more clearly communicate the Board’s expectations.
  • There is a need to define expectations that reflect the Board’s values (which can help guide the process).
  • The existing policy is silent with respect to the board’s role in terms of options available to it whenever the process is compromised in some way.
  • There is a need to make sure that these existing options are clearly communicated to the members of the selection committee
  • Each constituency group within the selection committee could have an opportunity to list strengths and weaknesses and could have an opportunity to contribute to the rationale for the candidates advanced (or not advanced) to the co-chairs.
  • The co-chairs would share this input with the Board.
  • Each of the above ideas are recommendations would could supplement the current policy and existing procedures to produce cleaner results.
  • These suggestions are intended to complement and not supplant the current policy and procedures in place

**Recommendation 6B: Part Three – Accreditation Materials**

  • The Board of Trustees endorsed the “shuttle diplomacy” method of communication that Dr. Martinez proposed. In this method, Dr. Martinez would serve as the sole liaison between the Board and the Accreditation Response Team (ART).
  • Any input, feedback, or substance that the board would need to report to the accreditation response team would be communicated directly to Dr. Martinez who will then share this information with ART.
  • This “shuttle diplomacy” agreed to by the Board and the Administration would directly address the charge to “reach agreement on policies and practices that govern the development of accreditation materials”.

B. **Call to Order (6:00 p.m.)**

Mr. Quintero called the meeting to order at 6:00 p.m.

C. **Pledge of Allegiance**

Mr. Adam Wetsman, President Elect of RHCFA led the pledge of allegiance.

D. **Roll Call**

Ms. Martinez was reported absent.

E. **Open Communication for Public Comment**

The following students spoke on the future status of the track and field/cross-county team; Roxana Rangosa, Elvira Hernandez, Justin Wright and Damien Garcia

F. **Approval of Minutes: April 8, 2009**

It was moved by Ms. Ruiz, seconded by Ms. Acosta-Salazar and carried unanimously, that the Board of Trustees accepted the Minutes of April 8, 2009 as presented.

G. **Commendations**

- POST Award (Joe Santoro)
- Faculty Retirement
  - Voiza Arnold
  - Bruce Nelson

H. **Presentations**

- Rio Hondo General Obligation Bond Series B Sales- (Khushroo Gheyara from Caldwell Flores Winters)
- Child Development Center Update (Norayma Cabot)
- Strategic Planning Process (Howard Kummerman)
- State of the Students (Ernesto Zumaya)

II. **CONSENT AGENDA**

A. **FINANCE & BUSINESS**

1. **Finance and Business Reports**

   a. **Purchase Order Report**

   Attached is the Purchase Order Report reviewing purchases for the preceding 60 days. Funds have been budgeted for these purchases in the funds shown. Individual purchase orders are available in Contract Management and Vendor Services prior to the meeting for Board review. The purchases have been processed in accordance with Board Policy No. 3600.
2. **Authorization for Out-of-State Travel and Conferences**

Julie Huang to attend the 8th Annual International Business Institute for Community College Faculty, in East Lansing, MI, June 7-11, 2009.

Jan La Turno to attend the Examination of Statistics Instruction and Distance Education in Christchurch, New Zealand, June 8-19, 2009.

Shin Liu to attend the Blackboard Lean-Course Delivery Essentials in Phoenix, AZ, June 10-12, 2009.

Susan Herney to attend the NCMPR Summer Institute in Albuquerque, NM, June 10-12, 2009.

Sylvia Viramontes to attend the NCMPR Summer Institute in Albuquerque, NM, June 10-12, 2009.

Sheila Lynch to attend Teaching for a Change, in Flagstaff, AZ, June 12-14, 2009.

Katie O’Brien to attend Teaching for a Change in Flagstaff, AZ, June 12-14, 2009.

Irma Valdivia to attend Teaching for Change, in Flagstaff, AZ, June 15-17, 2009.

Norayma Cabot to attend the 18th National Institute for Early Childhood Professional Development in Charlotte, NC, June 14-17, 2009.

Elvia Garcia to attend the 18th National Institute for Early Childhood Professional Development in Charlotte, NC, June 14-17, 2009.

Lupe Scianni to attend the 18th National Institute for Early Childhood Professional Development in Charlotte, NC, June 14-17, 2009.

Elvia Sanchez to attend the 18th National Institute for Early Childhood Professional Development in Charlotte, NC, June 14-17, 2009.


Gisela Spieler-Persad to attend Strength Quest Advanced Seminar in Omaha, NE, June 24-26, 2009.
2. **Authorization for Out-of-State Travel and Conferences (continued)**

Ted Martinez, Jr. to attend the U.S. Department of Agriculture, Hispanic Serving Institutions National Program Meeting in Washington, D.C., June 30-July 2, 2009.

Ann Mansolino, Penland School of Crafts, in Penland, NC, July 5-17, 2009.

Monique DeLatte to attend the American Library Association Annual Conference in Chicago, IL, July 9-14, 2009.


Shin Liu to attend the Shelly Carhmom Summer Institute, In Bloomington, IN, July 19-24, 2009.

Arely Rodarte to attend the 2009 WAVES - 14th Annual Western Association of Veteran Education Specialist Conference in Oklahoma City, OK, July 19-23, 2009.

Sylvia Duran-Katnik to attend the 2009 WAVES - 14th Annual Western Association of Veteran Education Specialist Conference in Oklahoma City, OK, July 19-23, 2009.

3. **Automated Teller Machine (ATM) Service Agreement Renewal**

For the benefit of students, staff and faculty, the Credit Union of Southern California (CU SoCal), previously known as Whittier Area Federal Credit Union, installed a kiosk with an Automated Teller Machine (ATM) machine in the upper quad between the Administration Building and the Library Building. The CU SoCal maintains the ATM machine on a regular basis. Our agreement with the CU SoCal will expire June 30, 2009 and CU SoCal desires to renew the ATM Agreement. The renewal agreement will be for a one year term automatically renewing July 1st each year for a total of 60 months. After the first twelve months of the renewal agreement, either party may terminate the agreement without cause by giving the other party 90 days prior written notice.

CU SoCal operated the ATM without assessing service charges to anyone using the ATM machine. Due to economic conditions, non credit union members will be assessed a surcharge. Any member of the Credit Union of Southern California as well as members of most other credit unions will not be surcharged, as long as their ATM card has the CO-OP logo on the reverse side.

Staff recommends renewing the ATM Service Agreement with the Credit Union of Southern California (CU SoCal).
4. **Revenue Agreement – Robert Bosch Corporation**

Rio Hondo Community College has been working with the Robert Bosch Corporation since January 2002 to provide training on Bosch certified systems. As requested by Bosch, Rio Hondo College will again conduct training on Bosch systems at various locations. This will be done on an as-needed basis through December 31, 2009. Robert Bosch Corporation agrees to compensate the District at $140 per hour for approximately 312 hours of instruction plus $2,500 for materials. Bosch will reimburse all travel related expenses. Total revenue is estimated to be $49,300.

5. **Contract Renewals – POST**

Renewal of agreements with Commission on Peace Officer Standards and Training (POST) for Certified Regional Skills Training Center (RSTC) and Emergency Vehicle Operations Course (EVOC).

The Rio Hondo Regional Training Center has provided Perishable Skills Training in the Regional Skills Training Center (RSTC) for POST. Courses are in accordance with course outlines. In the event there are not enough students from POST agencies to fill the class, students who are not full-time, on-duty law enforcement officers may enroll in the course.

a. Revenue Agreement #90112311 is for 1500 students in the Driving Simulator and 1500 students in the Force Option Simulator not to exceed $237,000 for the term July 1, 2009 through June 30, 2010. POST reimburses at the rate of $79 for each 4 hours of training in each simulator category.

b. Revenue Agreement #90112112 is for 150 students in the EVOC training not to exceed $66,750 for the term July 1, 2009 through June 30, 2010. POST reimburses at the rate of $445 per student.

6. **Cash Borrowing Between District Funds**

Temporary interfund borrowing of cash is permitted. District governing Board approval is required.

The Governing Board of a Community College District may direct that moneys held in any fund may be temporarily transferred to another fund of the District for payment of obligations.

The California Community College Budget and Accounting Manual (BAM) gives the authority to make temporary transfers between funds.
7. **Hazardous and E-Waste Collection and Roundup**

Annually, the Environmental Programs Division - County of Los Angeles in conjunction with the Sanitation Districts of Los Angeles County and the County of Los Angeles Department of Public Works, requests the use of Parking Lot “A” at 3600 Workman Mill Road in Whittier for the annual Household Hazardous and Electronic Waste Roundup. Staging and preparation for the Roundup will begin July 31, 2009 at 8:00 a.m. The Roundup is advertised by the County of Los Angeles for the public to begin delivering their household hazardous and electronic waste to the site between the hours of 8:00 a.m. and 4:00 p.m. for August 1, 2009. Cleanup and closeout is not to exceed 24 hours following termination of the Roundup.

Household hazardous waste includes but is not limited to: pesticides, cleaning solvents, automotive fluids, waste oil, paint and related products, hobby and art chemicals, batteries, and similar items. Electronic waste includes but is not limited to: computers, printers, cables, televisions, VCRs, stereos, and similar items.

The County of Los Angeles will submit a certificate of liability insurance to cover the event. The Sanitation District will contract with an environmental disposal service to collect waste at the site. The Sanitation District and the County of Los Angeles will assume all legal permits and liability.

8. **Agreement, resolution and Amendment 01 – Full day Preschool Contract CFDP- 8038**

a. The State of California Office of Child Development of the California Department of Education provides funds for the operation of full-day preschool. The attached agreement for Full-Day Preschool #CFDP-8038 is to fund the 2008-2009 school year. The maximum reimbursable amount (MRA) of $180,151, 5,254 minimum child days of enrollment (CDE) and 225 minimum days of operation (MDO).

b. Amendment 01 makes minor changes to the verbiage in the standard agreement. Term, Minimum Days of Operation, Child Days of Enrollment, and Maximum Reimbursable Amount remain the same.

9. **Community Services**

a. Deborah Harper – To instruct “The Brain Class” and “The 5 Most Dangerous Threats to Your Brain’s Health”. Dates of service will be July 1, 2009 through June 30, 2010. Payment will be split 60% to Rio Hondo and 40% to consultant.

b. Dov S-S Simens aka Hollywood Film Institute, Inc. – To instruct a two day film school, “Produce, Write and Direct”. Dates of service will be July 1, 2009 through June 30, 2010. Payment will be split 50% to Rio Hondo and 50% to consultant.
c. Mad Science, MSNOC, Inc., aka John Crawford – To instruct “Mad Mad Robot Lab”, “Galaxy Defenders” and “Science in Action”. Dates of service will be June 30, 2009 through July 31, 2010. Payment will be split 46% to Rio Hondo and 54% to consultant.

d. Karen Hudson – To instruct “Ace the Interview & Dress to Win” and Costuming for Film & TV”. Dates of service will be July 1, 2009 through June 30, 2010. Payment will be split 60% to Rio Hondo and 40% to consultant.

e. Jordan R. Young - To instruct Los Angeles, New York and San Francisco travel courses. Dates of service will be July 1, 2009 through June 30, 2010. Payment will be split 60% to Rio Hondo and 40% to consultant.

f. Ronald Williams - To instruct “Make $3K-$8K in the Auto Wholesale Business From Home”. Dates of service will be July 1, 2009 through June 30, 2010. Payment will be split 60% to Rio Hondo and 40% to consultant.

g. James Wigen - To instruct “Stock Marketing Impacting Your Financial/Retirement Plan?”. Dates of service will be July 1, 2009 through June 30, 2010. Payment will be split 60% to Rio Hondo and 40% to consultant.

h. Christina J. Wantland aka Cricket Wantland - To instruct “Job Skills 101-Presenting Yourself”, “Job Skills 102-Dining Savvy” and “Youth Etiquette”. Dates of service will be July 1, 2009 through June 30, 2010. Payment will be split 60% to Rio Hondo and 40% to consultant.

i. Walter Victor - To instruct “Personal Finance 101-The Basics”. Dates of service will be July 1, 2009 through June 30, 2010. Payment will be split 60% to Rio Hondo and 40% to consultant.

j. Michelle Rae Vincent - To instruct “Painting Culture Certificate, Painting Cultures I-III” and “Ceramics of the World Certificate, Ceramics of the World I-III”. Dates of service will be July 1, 2009 through June 30, 2010. Payment will be split 60% to Rio Hondo and 40% to consultant.

k. Sherril Stewart - To instruct “Introduction to Voiceovers”. Dates of service will be July 1, 2009 through June 30, 2010. Payment will be split 60% to Rio Hondo and 40% to consultant.

l. Carolyn Simon - To instruct “Color Analysis with an Emphasis on Makeup Application”, “Look Younger & Better” and “Make Up Artistry Certification”. Dates of service will be May 14, 2009 through June 30, 2009. Payment will be split 60% to Rio Hondo and 40% to consultant.

m. Marta Shea - To instruct “The Funtastic Teaching Method-Improves Student Grades” and “Want Your Child to Have Better Grades?”. Dates of service will be May 14, 2009 through June 30, 2009. Payment will be split 60% to Rio Hondo and 40% to consultant.
n. Marta Shea - To instruct “The Funtastic Teaching Method-Improves Student Grades” and “Want Your Child to Have Better Grades?”. Dates of service will be July 1, 2009 through June 30, 2010. Payment will be split 60% to Rio Hondo and 40% to consultant.

o. Rounds, Miller & Associates - To instruct “Build Your Own Business Website and Save $”, “Six Figure Speaking”, “Self Publishing and Coaching”, “How to Protect and Sell Your Own Inventions”, “How to Eliminate Clutter in Your Life and Get Organized” and to consult and offer additional training workshops. Dates of service will be July 1, 2009 through June 30, 2010. Payment will be split 60% to Rio Hondo and 40% to consultant.

p. Soila Rodriguez - To instruct “Labor and Employment Law 101”. Dates of service will be July 1, 2009 through June 30, 2010. Payment will be split 60% to Rio Hondo and 40% to consultant.

q. Levina Rivera - To instruct “Belly Dancing”. Dates of service will be July 1, 2009 through June 30, 2010. Payment will be split 60% to Rio Hondo and 40% to consultant.

r. Rudy L. Ramirez - To instruct “Salsa Dancing”. Dates of service will be July 1, 2009 through June 30, 2010. Payment will be split 60% to Rio Hondo and 40% to consultant.

s. Bernadette Ramirez - To instruct “Aromatherapy Basics” and “Massage Workshop Series”. Dates of service will be July 1, 2009 through June 30, 2010. Payment will be split 60% to Rio Hondo and 40% to consultant.

t. Charles Prosper - To instruct “How to Become a Part Time Substitute Teacher and Earn Full Time Pay”, “How to Teach Expertise in Community Colleges”, “Secrets of Advanced Discipline and Classroom Control for Substitute Teachers” and “The Secret Revealed-How to Use the 12 Great Laws of Success”. Dates of service will be July 1, 2009 through June 30, 2010. Payment will be split 60% to Rio Hondo and 40% to consultant.

u. Daisi Pollard - To instruct “Learn the Secrets to a Lucrative Career in Modeling for Print and Commercials”. Dates of service will be July 1, 2009 through June 30, 2010. Payment will be split 60% to Rio Hondo and 40% to consultant.

v. Jeffrey Oliver - To instruct “A New Career in Real Estate Appraisal”. Dates of service will be July 1, 2009 through June 30, 2010. Payment will be split 60% to Rio Hondo and 40% to consultant.

x. Enming Kuan - To instruct “Beginning Mandarin Chinese 1” and “Intermediate Mandarin Chinese 2”. Dates of service will be July 1, 2009 through June 30, 2010. Payment will be split 60% to Rio Hondo and 40% to consultant.

y. Michael Lao - To instruct “How to Start a Successful Restaurant Business”, “Improving Sales and Restaurant Profitability”, “Staffing for Success in the Restaurant Industry” and “Achieving Excellence in Customer Service”. Dates of service will be July 1, 2009 through June 30, 2010. Payment will be split 60% to Rio Hondo and 40% to consultant.

z. Pat Larkin - To instruct “How to Profitably Manage Rental Property”. Dates of service will be July 1, 2009 through June 30, 2010. Payment will be split 60% to Rio Hondo and 40% to consultant.

aa. Mark E. Lassiter - To instruct “Photo Restoration and Manipulation”. Dates of service will be July 1, 2009 through June 30, 2010. Payment will be split 60% to Rio Hondo and 40% to consultant.

bb. Greg Ledbetter - To instruct the “Effective Supervision Certificate Program”. Dates of service will be July 1, 2009 through June 30, 2010. Payment will be split 60% to Rio Hondo and 40% to consultant.

c. Tony Lucero - To instruct “Lights, Camera, You Tube!”. Dates of service will be July 1, 2009 through June 30, 2010. Payment will be split 60% to Rio Hondo and 40% to consultant.

dd. Marshall Reddick Seminars - To instruct “Profiting From Fixer Uppers”, “Make A Fortune on Distressed Properties”, “Learn How to Turn $6,000 Into Millions” and women related real estate investment courses. Dates of service will be July 1, 2009 through June 30, 2010. Payment will be split 60% to Rio Hondo and 40% to consultant.

ee. William Mansfield - To instruct “Investing In and Managing Small Residential Properties”. Dates of service will be July 1, 2009 through June 30, 2010. Payment will be split 60% to Rio Hondo and 40% to consultant.

ff. Sue Mardirosian - To instruct “Medical Coding Certificate Program; Including ICD-9 Coding, CPT Coding and Advanced Coding”. Dates of service will be July 1, 2009 through June 30, 2010. Payment will be split 60% to Rio Hondo and 40% to consultant.

gg. Claude C. Martinez - To instruct “Non-Profit Organizations Certificate Program”. Dates of service will be July 1, 2009 through June 30, 2010. Payment will be split 60% to Rio Hondo and 40% to consultant.

hh. Frank McGouirk - To instruct “Aikido” and “Tai Chi”. Dates of service will be July 1, 2009 through June 30, 2010. Payment will be split 60% to Rio Hondo and 40% to consultant.

ii. Paulamarie A. Montes - To instruct “Raising Healthy, Well Rounded Kids”. Dates of service will be July 1, 2009 through June 30, 2010. Payment will be split 60% to Rio Hondo and 40% to consultant.
jj. LaVonne Moore - To instruct “Read, Eat and Learn: Learning to Read by Exploratory Reading Using Our Five Senses”. Dates of service will be July 1, 2009 through June 30, 2010. Payment will be split 60% to Rio Hondo and 40% to consultant.

kk. Elaine Moran - To instruct “How to Become a Mystery Shopper”. Dates of service will be July 1, 2009 through June 30, 2010. Payment will be split 60% to Rio Hondo and 40% to consultant.

ll. Vanessa Moreno - To instruct “Ballet”, “Jazz”, “Tap” and “Hula”. Dates of service will be July 1, 2009 through June 30, 2010. Payment will be split 60% to Rio Hondo and 40% to consultant.

mm. James Newman - To instruct “Forensics 101 Camp” and “Traffic Violator School”. Dates of service will be July 1, 2009 through June 30, 2010. Payment will be split 60% to Rio Hondo and 40% to consultant.

nn. Kellie Nicholson - To instruct “The Business of Bartending-Professional Bartending Course” and “Who Do You Think You Are?”. Dates of service will be July 1, 2009 through June 30, 2010. Payment will be split 60% to Rio Hondo and 40% to consultant.

oo. Pamela J. Nishikawa - To instruct “Beginning West African Djembe Drumming”. Dates of service will be July 1, 2009 through June 30, 2010. Payment will be split 60% to Rio Hondo and 40% to consultant.

pp. Carrie Christensen – Notary Public Seminars, Inc., - To instruct “How to Become A Notary”, “Notary Renewal”, “Becoming a Loan Signing Agent”. Dates of service will be July 1, 2009 through June 30, 2010. Payment will be split 60% to Rio Hondo and 40% to consultant.

qq. David Saint Laurent - To instruct “Piano for Adults and Children” and “Guitar for Adults and Children”. Dates of service will be July 1, 2009 through June 30, 2010. Payment will be split 40% to Rio Hondo and 60% to consultant.

rr. Quayum Abdul - To instruct “Candle Making” and “Soap Making”. Dates of service will be July 1, 2009 through June 30, 2010. Payment will be split 60% to Rio Hondo and 40% to consultant.

ss. Curtis Adney - To instruct “Natural A’s” and “What Were You Born to Do?”. Dates of service will be July 1, 2009 through June 30, 2010. Payment will be split 60% to Rio Hondo and 40% to consultant.

tt. Mark Aguirre - To instruct “Confidence 101” and “For Women Only”. Dates of service will be July 1, 2009 through June 30, 2010. Payment will be split 60% to Rio Hondo and 40% to consultant.

uu. Alejandra Alineda aka Aviva Consulting - To instruct “Personal Safety Issues for Women”. Dates of service will be July 1, 2009 through June 30, 2010. Payment will be split 60% to Rio Hondo and 40% to consultant.
vv. Rosemary Arroyo - To instruct “Dance Aerobics”. Dates of service will be July 1, 2009 through June 30, 2010. Payment will be split 60% to Rio Hondo and 40% to consultant.

ww. Farla Binder - To instruct “How to Be a Special Event/Wedding Planner or Power Entertainer; The Art of Event Planning”. Dates of service will be July 1, 2009 through June 30, 2010. Payment will be split 60% to Rio Hondo and 40% to consultant.

xx. Sergio Cazorla - To instruct “Introduction to Logistics Management”. Dates of service will be June 1, 2009 through June 30, 2009. Payment will be split 60% to Rio Hondo and 40% to consultant.

yy. Sergio Cazorla - To instruct “Introduction to Logistics Management”. Dates of service will be July 1, 2009 through June 30, 2010. Payment will be split 60% to Rio Hondo and 40% to consultant.

zz. Dr. David Chen - To instruct “Oriental Medicine”. Dates of service will be July 1, 2009 through June 30, 2010. Payment will be split 60% to Rio Hondo and 40% to consultant.

aaa. Robert Cohen - To instruct “Networking Your Home Computer”, “Security for Your Home Computer” and “Blogging for Fun and Profit”. Dates of service will be July 1, 2009 through June 30, 2010. Payment will be split 60% to Rio Hondo and 40% to consultant.

bbb. Patricia Debowski - To instruct “Digital & Hybrid Scrapbooking & Card Making-What’s it all About?”. Dates of service will be July 1, 2009 through June 30, 2010. Payment will be split 60% to Rio Hondo and 40% to consultant.

ccc. Dr. John C. Drew aka Drew & Associates - To instruct “Grant Writing Fundamentals”, “Grant Writing Intermediate” and “For Mission Matters: How to Create a Board That Really Works”. Dates of service will be July 1, 2009 through June 30, 2010. Payment will be split 60% to Rio Hondo and 40% to consultant.

ddd. Robert Feliciano - To instruct “Traffic Violator School Program”. Dates of service will be July 1, 2009 through June 30, 2010. Payment will be split 60% to Rio Hondo and 40% to consultant.

eee. Dianna Fortin - To instruct “Basic Fresh Floral Design”, “Intermediate Floral Design”, “Advanced Floral Design” and “Floral Shop Operation Management”. Dates of service will be July 1, 2009 through June 30, 2010. Payment will be split 60% to Rio Hondo and 40% to consultant.

fff. Carlos Gallegos - To instruct “Self Defense”. Dates of service will be July 1, 2009 through June 30, 2010. Payment will be split 60% to Rio Hondo and 40% to consultant.
ggg. Ellen Gibran-Hesse - To instruct “How to Get Your Teens and Young Adults to Independence” and “Creating a Life & Finding a Job After Graduation”. Dates of service will be July 1, 2009 through June 30, 2010. Payment will be split 60% to Rio Hondo and 40% to consultant.

hhh. Elena Gonzalez - To instruct “Jewelry Design”. Dates of service will be July 1, 2009 through June 30, 2010. Payment will be split 60% to Rio Hondo and 40% to consultant.

iii. Maria Gonzalez - To instruct “Conversational Spanish” and “Conversational Spanish for Children”. Dates of service will be July 1, 2009 through June 30, 2010. Payment will be split 60% to Rio Hondo and 40% to consultant.

jjj. Frances Greenspan - To instruct “How to Sell on Ebay”. Dates of service will be July 1, 2009 through June 30, 2010. Payment will be split 60% to Rio Hondo and 40% to consultant.

kkk. Doug Hammer - To instruct “Digital Photography”. Dates of service will be July 1, 2009 through June 30, 2010. Payment will be split 60% to Rio Hondo and 40% to consultant.

lll. Craig Anthony Perkins – To instruct “Instruction on the Principles of Digital Photography” and “Digital Music Technology”. Dates of service will be May 14, 2009 through June 30, 2009. Payment will be split 60% to Rio Hondo and 40% to consultant.

mmm. Craig Anthony Perkins – To instruct “Instruction on the Principles of Digital Photography” and “Digital Music Technology”. Dates of service will be July 1, 2009 through June 30, 2010. Payment will be split 60% to Rio Hondo and 40% to consultant.

B. PERSONNEL

The following recommendations are submitted within budget allocations;

1. Academic

   a. Employment

      Temporary, Full-Time categorically funded (E.C. 87470), 2009-2010

      BRANDT, Katherine, full-time instructor in Health Science

      Substitute, Spring 2009

      ERESE, William, Physical Education, Interim Coach Track & Field, $1,500 coaching stipend

      FLORES-OLSON, Raquel, Communications & Languages
Summer, 2009

VOLPE, Crystal, Social Science
Hourly as Needed, 2009-2010

FREMPTER, Richard, Public Safety
LOMAX, Walter, Public Safety*
MARQUEZ, Urbano, Env. Technology
WILLIAMS, Mark, Career Technical Education

b. Retirement

ARNOLD, Voiza, full-time Instructor in Communications and Languages. Her last day of employment is May 29, 2009

2. Management and Confidential

a. Employment

Categorically Funded, (E.C. 87470)

If continued funding should not be available, appropriate notice will be served prior to the end of funding:

CABOT, Norayma, Director, Child Development Center, effective July 1, 2009 through June 30, 2010

FISHER, Zolita, Director, Upward Bound/Student Support Services, effective July 1, 2009 through June 30, 2010

MUNOZ, Mike, Director, Educational Partnerships, effective July 1, 2009 through June 30, 2010.

*(minimum qualification equivalency established pursuant to CP 5165)

3. Classified

a. Employment

KATNIK, Marise, Registration Clerk, Admissions & Records, 47.5%, 12 months, effective April 14, 2009

MAIER, Stacey, Registration Clerk, Admissions & Records, 47.5%, 12 months, effective April 14, 2009

SANCHEZ, Ruth, Registration Clerk, Admissions & Records, 47.5%, 12 months, effective April 27, 2009
The following employee is hired in the designated capacity. Funding is available through June 30, 2010. If continued funding should not be available, 45-day notice shall be served prior to the end of funding.

CHANG, Kerri, Child Development Teacher, Child Development Center, 100%, 11.5 months, effective June 1, 2009

Continued Employment Regular Classified, 2009-2010

The following employees will continue in the designated capacity with dedicated funding through June 30, 2010. If continued funding should not be available, 45-day notice shall be served prior to the end of funding

CABALLERO, Irma, EOPS Evaluator, EOP&S
CASTELLANOS, Patricia, Clerk Typist III, EOP&S
FREDERICKSON, Suzanne, Sr. Instructional High Tech AccessMicrocomputer Lab Technician, Disabled Students
GILBERT, Alexandria, Paraprofessional Tutor, EOP&S
GOMEZ, Helia, Sr. Secretary, EOP&S
PEREZ, Terry, Instructional Assistant, Public Safety
RODRIGUEZ, Gerson, Paraprofessional Tutor, EOP&S
VALADEZ, Juan, Paraprofessional Tutor, EOP&S
VAZQUEZ, Christopher, EOPS Specialist, EOP&S
VERDUGO, Laura, C.A.R.E. Specialist, EOP&S
WILLSEY, Sally, EOPS Technician, EOP&S
YI, Annie, Clerk Typist III, Health Science

Substitute, 2009-2010

CONRAD, Sherry, Clerk Typist II, Cal WORKS, effective March 16, 2009

PFEIFFER, Stacey, Clerk Typist I, Human Resources/Evening College, effective April 30, 2009

VALDEZ, Juvencio, Custodian, Facilities Services, effective March 25, 2009

Short Term 2009-2010

AUSMUS, Robert, PA Training & Operations Specialist, Public Safety, ending date June 30, 2009

HAINES, Dane, Audio Visual; Repair Technician, Information Technology Services, ending date August 7, 2009.

PFEIFFER, Stacey, Clerk Typist I, Human Resources, ending date June 30, 2009
b. Resignation

ALLEN, Pauline, Library/Media Clerk, last day of employment was April 25, 2009

4. Unrepresented (CP 5155), 2009-2010

a. Employment

Hourly

DE COUDREAUX, Aja, Model  LOPEZ, Victor, Tutor II
MURDOCK, Danyale, Intr./Trans./Deaf  PEREZ, Gabriel, Model,
ROSALES, Matthew, Tutor II

College Physician

VARGA, Alexander, Student Health Office

Non-Credit

BAUGHMAN, Trissia, Community Service
OLEA, Eugene, Community Services
RAINIS, Michele, Community Services

C. ACADEMIC AFFAIRS

1. Curriculum Items

The following items have been processed according to college policy for the development of curricula, which includes review and approval, by the District Curriculum Committee:

a. New Courses that are Part of an Existing Program

The following courses have been recommended for inclusion in our offerings and catalog:

ANIM 130: World Building for Game Development  
(Career Technical Education)  
Degree Applicable; (4 Units)  
Transfers to: CSU

Justification: This course provides instruction in the use of software applications not currently given in other program courses. This course will teach students how to create virtual 3D models and textures for environments using the production techniques unique to video game development.
ART 115: The Art of Film
(Arts & Cultural)
Degree Applicable; (3 Units)
Transfers to: CSU
Justification: This course is appropriate for any student interested in film, art, media studies, or culture, and for those seeking to fulfill general education requirements in Fine Arts and Humanities.

CHST 146: The Mexican American in the History of the U.S.
(Social Science)
Degree Applicable; (3 Units)
Transfers to: CSU
Justification: The course is designed to offer students an opportunity to critically review the sociopolitical development of the U.S. while focusing on the historical experiences of Mexican Americans in the U.S. The course is particularly relevant to students who are interested in learning about the Mexican American community and the impact they have had on the U.S. historical, social, and political advancement. This course is also designed to assist students in understanding the importance of the U.S. Constitution.

CIV 143: Applications to Surveying and GPS
(Career and Technical Education)
Degree Applicable; (4 Units)
Transfers to: CSU
Justification: This course is part of the intermediate level skill set necessary for employment in program related careers and successful fulfillment of advanced level program requirements.

ET 070: Introduction to Alternative Energy Technology
(crosslisted with AET 070)
(Career Technical Education)
Degree Applicable; (3 Units)
Justification: This course has been created to meet the demand of qualified workers to support the alternative energy industry. The Alternative Energy Technology program at Rio Hondo College will provide students a solid foundation in the science and in design/installation techniques required to work with alternative energy technologies. Students will gain the knowledge and skills necessary to design and safely install electrical energy systems based on current photovoltaic, wind generation and power conditioning equipment. The program includes hands-on electrical training both in a computer-based laboratory and outside laboratories demonstrating the installation of an alternative energy system.

ET 072: Photovoltaic Systems Design and Installation
(crosslisted with AET 072)
(Career Technical Education)
Degree Applicable; (3 Units)
Justification: This is an introductory course that will examine and implement the design and installation of solar photovoltaic power systems which will include the installation of a working solar photovoltaic power system. Students will learn how to perform solar site evaluations, electrical load calculations, solar system size calculations, and installation techniques for grid-tie and off-the-grid photovoltaic systems. This course is approved by the North American Board of Certified Energy Practitioners (NABCEP) and the students can take the optional Photovoltaic Systems Entry Level Certification exam as part of the course. This course is intended for students that are contemplating a career in the solar photovoltaic energy industry.

ET 074: Advanced Photovoltaic Systems Design and Installation (crosslisted with AET 074)  
(Career Technical Education)  
Degree Applicable; (3 Units)  
Justification: This course has been created to meet the demand of qualified workers to support the alternative energy industry. The ideal candidate for these positions would require skills in electricity, math and science. The Alternative Energy Technology program at Rio Hondo College will provide students a solid foundation in the science and in design/installation techniques required to work with alternative energy technologies. Students will gain the knowledge and skills necessary to design and safely install electrical energy systems based on current photovoltaic, wind generation and power conditioning equipment. The program includes hands-on electrical training both in a computer-based laboratory and outside laboratories demonstrating the installation of an alternative energy system. Compliance with the National Electrical Code is emphasized both in the classroom and during installation practice. This course will focus on solar photovoltaic power systems skills that are needed to obtain and further employment in the industry.

ET 076: Wind Energy Systems Design and Installation (crosslisted with AET 076)  
(Career Technical Education)  
Degree Applicable; (3 Units)  
Justification: This course has been created to meet the demand of qualified workers to support the alternative energy industry. The Alternative Energy Technology program at Rio Hondo College will provide students a solid foundation in the science and in design/installation techniques required to work with alternative energy technologies. Students will gain the knowledge and skills necessary to design and safely install electrical energy systems based on current photovoltaic, wind generation and power conditioning equipment. The program includes hands-on electrical training both in a computer-based laboratory and outside laboratories demonstrating the installation of an alternative energy system. This course will focus on wind generation power systems skills that are needed to obtain employment in the industry.
ET 078: Advanced Wind Energy Systems Design and Installation (crosslisted with AET 078)
(Career Technical Education)
Degree Applicable; (3 Units)
Justification: This is the second course in the wind energy series that will further examine and implement the design and installation of wind power systems. Students will learn how to interpret the National Electrical Code (NEC) specifics concerning wind power installations. The topics include code compliant wiring of modules, inverters, charge controllers, grounding techniques and related topics. Additional topics include wind site evaluations, electrical load calculations, wind system size calculations, hydraulic fundamentals, basic aerodynamics, and installation techniques for large wind power generation systems. This course is intended for students that are contemplating a career in the wind turbine power generation industry.

FTEC 150: Truck Company Operations
(Public Safety)
Degree Applicable; (2 Units)
Transfers to: CSU
Justification: To assist students with developing skills as it relates to truck company operations within today's fire service. To reduce accidents and injuries on the fire ground due to poor tactics and strategy as it relates to truck company operations. To meet the requested needs of the fire agencies within Los Angeles, Orange and Riverside counties.

HEM 290: Cooperative Work Experience/Internship for Heavy Equipment Maintenance & Repair Related Fields
(Career Technical Education)
Degree Applicable; (1-4 Units)
Transfers to: CSU
Justification: This course allows the student to apply the theory and skills learned in a vocational setting. In addition, it allows employers an opportunity to support student learning and assist with the transition from school to work. This course is in compliance with Title 5 Cooperative Work Experience Program Requirements.

LAND 095: Introduction to Landscape Design & Maintenance
(Architecture & GIS)
Degree Applicable; (3 Units)
Justification: There is a common agreement that we cannot continue using our resources as if they are unlimited. Soon we will be faced with strict water restrictions in addition to the fact our work requires more time away from the garden maintenance and our use of pesticides should be discouraged and even restricted. With water conservation and maintenance as the primary consideration in the design process, this course provides the gardening public and landscape designer the guidance on plant selection, design guidelines to reduce the maintenance and water
and pesticide use with the rewards of a seasonal display harmonized with our distinctive summer drought / winter rainfall climate and busy schedules.

LAND 102: Introduction to Landscape Architecture & Design (Architecture & GIS)  
Degree Applicable; (4 Units)  
Transfers to: CSU  
Justification: Landscape Architecture is a growing profession that sees long-term expansion over the next decade and beyond. As an indication of this trend, the Landscape Architecture program at CSUP become increasingly impacted. Students who are unable to enter the first year of the program are advised to fulfill first-year core class requirements at community colleges; however, there are few institutions in the region that provide adequate courses. Recommendations by CSUP are to matriculate lower division courses to enable students to complete entry level courses for easier transfer to 2nd year. Furthermore, students attempting to enroll in Architecture will be provided another design field to explore given the competitive and impacted nature of Architecture programs at local universities.

MATH 049: Introduction to MESA (Math & Science)  
Degree Applicable; (1 Unit)  
Justification: This stand alone one-unit course is designed for students who participate in the MESA program at Rio Hondo College. Students who major in the Science-Technology-Engineering-Mathematics (STEM) fields encounter very different requirements from other majors. This course uses a strengths-based approach to introduce the students to the specific requirements for STEM fields. Offering an introduction course is one of the objectives in the MESA grant proposal.

MRKT 171: Consumer Behavior (Business)  
Degree Applicable; (3 Units)  
Transfers to: CSU  
Justification: This course will become part of a newly proposed certificate program in the area of business marketing. It is also conceivable that this course may lead to an associate’s degree in business marketing if approved by the chancellor’s office. Having new courses as part of multiple degree and certificate programs will help ensure that enrollments are sufficiently high to have the class make each semester.

MRKT 172: Advertising and Promotion (Business)  
Degree Applicable; (3 Units)  
Transfers to: CSU  
Justification: This course will become part of a newly proposed certificate program in the area of business marketing. It is also conceivable that this course may lead to an associate’s degree in
business marketing if approved by the chancellor’s office. Having new courses as part of multiple degree and certificate programs will help ensure that enrollments are sufficiently high to have the class make each semester.

MRKT 174: Small Business Marketing and Advertising (Business)
Degree Applicable; (3 Units)
Transfers to: CSU
Justification: This course will become part of a newly proposed certificate program in the area of business marketing. It is also conceivable that this course may lead to an associate’s degree in business marketing if approved by the chancellor’s office. Future changes to the certificate and degree in small business management will include MRKT 174—Small Business Marketing and Advertising as an elective course if approved by the curriculum committee and the chancellor’s office. Having new courses as part of multiple degree and certificate programs will help ensure that enrollments are sufficiently high to have the class make each semester.

b. **New Career Certificate**

The following new Career Certificates have been recommended for inclusion in our offerings and catalog:

Nurse Assistant Pre-Certification Training Course Career Certificate (4 Units)

Certified Nurse Assistant Acute Care Career Certificate (2 Units)

Home Health Aide Career Certificate (2 Units)

c. **New Certificates of Achievement that are Part of an Existing Program**  
(Under 18 Units)

The following certificate of achievement has been recommended for inclusion in our offerings and catalog:

General Service Technician (12 Units)

d. **New Non-Credit Course**

NVOC 260: Advanced CADD for Architectural Applications
Non-Degree Applicable
Justification: This course is available to those working in the architectural related design and detailing industry who desires to upgrade their skills with the new tools of CADD and BIM (Building Information Modeling). The course allows the student to develop and further enhance an advanced level skill set necessary to keep
pace with industry standards and for employment in the AEC (Architectural, Engineering and Construction) industry. The course enhances student’s ability to convey architectural designs using high tech software for development of three dimensional CADD models and integrated and dynamic construction documents.

e. **Unit Change**

The following courses/programs have been recommended for a unit change to reflect an increase/decrease in course content:

- **BIOL 201**: Principles of Biology 2 (Diversity and Ecology)  
  (From 4 Units to 5 Units)

- **CIV 142**: Introduction to Surveying and GPS  
  (From 3 Units to 4 Units)

f. **Deletion from Curriculum**

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

- **BIOL 102**: General Biology
- **METEOL 101**: Meteorology

*UC transfer process in progress for courses where applicable

III. **ACTION ITEMS**

A. **FINANCE & BUSINESS**

96. It was moved by Ms. Acosta-Salazar, seconded by Mr. Couso-Vasquez and carried unanimously, that the Board of Trustees approved the Consultant Services as outlined below.

1. **Consultant Services**

   a. **Maricruz Silva** – Services to GEAR UP students individual counseling, evaluation/assessment and development of student personal success plans. Dates of service are July 1, 2009 through June 30, 2010. Payment is not to exceed $95,000 from a GEAR UP grant.

   b. **Alicia Espinoza** – Services include organizing, coordinating and promoting GEAR UP parent/student activities at GEAR UP schools. Dates of service are July 1, 2009 through June 30, 2010. Payment is not to exceed $64,900 from a GEAR UP grant.

   c. **Maribel De Leon** – Assist, under the direction of the Director of GEAR UP, in organizing, coordinating and promoting GEAR UP parent/student activities. Dates of service are July 1, 2009 through June 30, 2010. Payment is not to exceed $95,000 from a GEAR UP grant.

   d. **Lydia Slawson** – Coordinate the Foster/Kinship care education program. Dates of service are June 1, 2009 through June 30, 2009. Payment is not to exceed $3,000 from FKCE.
e. Robin Hatten – To present two (2) Foster/Kinship care education classes for foster and relative caregivers on "Life Books" for a total of six (6) hours and to provide seventy (70) Life Books. Dates of service are May 27, 2009 through June 30, 2009. Payment is not to exceed $1,650 from FKCE.

f. Catherine Adesina – To present workshops to Foster/Kinship care providers on topics such as “F-Rate Pre-Service Training” and other topics related to foster care and parenting. Dates of service are May 14, 2009 through June 30, 2009. Payment is not to exceed $700 from FKCE.

g. Fred Mascorro – Will assist the Director of Facilities to plan, organize, coordinate, schedule and oversee operations and maintenance of the college buildings, facilities systems and equipment. Dates of service are May 18, 2009 through November 30, 2009. Payment is not to exceed $40,000.00 from District general funds.

h. Karen Dixon - To develop and present workshops to Foster/Kinship care providers on topics related to foster care and parenting. Dates of service are May 14, 2009 through June 30, 2009. Payment is not to exceed $2,000 from FKCE.

i. Maria Dolores Alvidrez - To develop and present workshops to Foster/Kinship care providers on topics such as “D-Rate Pre-Service Trainings”, “F-Rate Pre-Service Trainings” and other topics related to foster care and parenting. Dates of service are May 14, 2009 through June 30, 2009. Payment is not to exceed $2,000 from FKCE.

j. American Red Cross: Rio Hondo Chapter – To present CPR and First Aid Certification Training courses to Foster and Kinship care education participants. Dates of service are May 14, 2009 through June 30, 2009. Payment is not to exceed $600 from FKCE.

2. **Resolution Ordering Governing Board Member Election**

   97. It was moved by Ms. Acosta-Salazar, seconded by Mr. Couso-Vasquez and carried unanimously, that the Board of Trustees adopted the attached Resolution Ordering the Governing Board Member Election.

3. **MPR Associates, Inc., Grant Funding for Offsetting the Costs of Implementing Transcript Evaluation Service**

   98. It was moved by Ms. Acosta-Salazar, seconded by Mr. Couso-Vasquez and carried unanimously, that the Board of Trustees approved MPR Associates, Inc. Grant Agreement UCOP-TES-3475-01 funding to help offset the cost of implementing transcript evaluation services in the amount of $17,500 and authorized the Superintendent/President or designee to sign the appropriate documents on behalf of the District.
RESOLUTION
TO ORDER BIENNIAL GOVERNING BOARD ELECTION
Order of Election of Rio Hondo Community College District of Los Angeles County, California

RESOLUTION ORDERING GOVERNING BOARD MEMBER ELECTION
RESOLVED that pursuant to Education Code (EC) §§5000-5030, the Los Angeles County Superintendent of Schools (County Superintendent) is hereby ORDERED to call an election for the purpose, and in accordance with the designations contained in the following specifications of the Election Order made under the authority of EC §§5302, §5304, and §5322.

SPECIFICATIONS OF THE ELECTION ORDER
The election shall be held on Tuesday, November 3, 2009. The polling hours shall be from 7:00 a.m. to 8:00 p.m.

The purpose of the election is to submit to the voters of the District the question of whether three members shall be elected to the Governing Board of the Rio Hondo Community College District.

The Los Angeles County Registrar-Recorder/County Clerk (Registrar-Recorder) will perform all the duties incident to the preparation for and holding of the above mentioned election. The Rio Hondo Community College District will pay the costs of the election. If any agency holds an election on November 3, 2009, the Rio Hondo Community College District shall pay its pro rata share pertaining to the conduct of this election and shall be under the provisions of the appropriate sections of the Education and Election Codes.

IT IS FURTHER ORDERED that the Clerk of the District is hereby directed to furnish two copies of this order to the county Superintendent not less than 57 days prior to the date set for the election.

The foregoing Resolution and Order was adopted and affirmed by the Governing Board of Rio Hondo Community College District of Los Angeles County, being the Board authorized by law to make the designations contained therein, by formal vote as follows:

Ayes: _______ Nays: _______ Absent: _______

Signed: ______________________________________________

Clerk of the Governing Board

I hereby certify that the foregoing is a full, true, and correct transcript of a resolution duly adopted by the Governing Board named therein at a duly constituted meeting of the said Governing Board, held on May 13, 2009, as it appears upon the Minutes of the said meeting on May 13, 2009.

Signed: ______________________________________________

Clerk of the Governing Board

REGISTRAR-RECORDER INFORMATION

Public Notice Election Announcement

Listing of two (2) newspapers: ______________________________________

______________________________________

May 13, 2009 25 Rio Hondo Community College District Board of Trustees Regular Meeting

   It was moved by Mr. Couso-Vasquez and seconded by Ms. Ruiz and carried unanimously, that the Board of Trustees ratified the Change Order #3 for a net increase to the contract in an amount of $86,652 for a new total of $11,251,771 payable from bond funds and authorized the Administration to execute the change order on behalf of the District.

5. **Approval of Negative Declaration for the South Whittier Educational Center**

   It was moved by Mr. Mendez, seconded by Mr. Couso-Vasquez and carried unanimously, that the Board of Trustees approved the CEQA negative declaration for the South Whittier Educational Center.


   It was moved by Ms. Ruiz, seconded by Mr. Couso-Vasquez and carried unanimously, that the Board of Trustees approved the professional service contract for provision of the Central Plant Commissioning Services outlined to P2S Engineering, Inc., in the amount of $90,000 plus reimbursables from bond funds and authorize the Superintendent/President or designee to execute the appropriate documents on behalf of the District.

7. **Construction Management Services Agreement for Student Services / Student Union Buildings: GKK Works**

   It was moved by Mr. Couso-Vasquez, seconded by Ms. Acosta-Salazar and carried unanimously, that the Board of Trustees approved the Construction Management Services for the Student Services Building and the Student Union Building of GKK Works in an amount not to exceed $950,000 to be paid from Bond funds and authorized the Superintendent/President or designee to execute appropriate documents on behalf of the District.

8. **State of Emergency – Proclamation**

   It was moved by Ms. Acosta-Salazar, seconded by Mr. Couso-Vasquez and carried unanimously, that the Board of Trustees approve and adopt the State of Emergency Proclamation as attached.

9. **Approval of Change Order #3, Bid #1118B – Site Infrastructure Project: EMMA Construction**

   It was moved by Ms. Ruiz, seconded by Mr. Couso-Vasquez and carried unanimously, that the Board of Trustees approved Change Order #3 for a net increase to the contract in an amount not to exceed $210,000.00 for a total of $13,360,462.00 payable from bond, State and General Funds. The amount of $140,000 will be paid 50% state schedule maintenance with 50% district match from District General Fund and the balance of $75,000 from bond fund.
PROCLAMATION

WHEREAS the World Health Organization has reported an outbreak of hundreds of cases of non-seasonal influenza, including the H1N1 Swine Flu, in the Federal District of Mexico City and the surrounding Mexican states, causing multiple deaths; and,

WHEREAS the first potential case of H1N1 Swine Flu was detected in California on April 18, 2009, and was subsequently confirmed; and,

WHEREAS additional cases of the H1N1 Swine Flu have been detected in California, and have now been found in several other states; and,

WHEREAS the evidence to date from reported human infections in Mexico indicates that the H1N1 Swine Flu Virus has adapted itself to humans so that it can emerge and spread from one person to another; and,

WHEREAS the World Health Organization has raised its pandemic alert for the H1N1 Swine Flu Virus to phase four, two steps short of a full pandemic; and,

WHEREAS the United States Department of Health and Human Services has declared a public health emergency, and President Obama has explained that the declaration was needed as a precautionary tool to make sure that the federal government has appropriate resources to combat the spread of the virus; and,

WHEREAS on Wednesday April 28, 2009, the Governor of the State of California, in accordance with the authority vested in that office by the California Constitution and the California Emergency Services Act, and in particular California Government Code sections 8558(b) and 8625, find that conditions of extreme peril to the safety of person and property exists within the State of California and Proclaimed a State of Emergency in the State of California; and,

WHEREAS the spread of the virus poses a threat to property in the state due to illness-related absenteeism, particularly among public safety and law enforcement personnel and persons engaged in activities and businesses critical to the economy and infrastructure of the state; and,

WHEREAS state and local health departments must use all preventive measures, which will require access to available services, personnel, equipment, and facilities, to respond to the H1N1 Swine Flu; and,

WHEREAS the H1N1 Swine Flu constitutes a potential epidemic under section 8558(b) of the Government Code that, by reason of its magnitude, is beyond the control of the services, personnel, equipment and facilities of any single county, city and county, or city and require the combined forces of a mutual aid region or regions to combat; and,

WHEREAS Rio Hondo Community College District declares a State of Emergency and will assist the California Department of Public Health and the Emergency Medical Services Authority, performing any and all activities designed to prevent or alleviate illness and death due to the emergency, consistent with the State Emergency Plan as coordinated by the California Emergency Management Agency on the campuses of the Rio Hondo Community College District.

IT IS HEREBY ORDERED that in accordance with Public Contract Code Section 20654, to avoid danger to life or property, contract on behalf of the district for the performance of labor and furnishing of materials or supplies without advertising or inviting bids in order to promptly mitigate the effects of this emergency.
10. **Ratification of Change Order #9, Bid #1119 – Library & Learning Resource Center: Bernards Bros, Inc.**

   It was moved by Mr. Mendez, seconded by Ms. Acosta-Salazar and carried unanimously, that the Board of Trustees ratify Change Order #9 for a net increase to the contract in the amount of $84,873.00 to a new total of $28,167,216.00 payable from state and bond funds and authorized the Administration to execute the change orders on behalf of the District.


   It was moved by Mr. Couso-Vasquez, seconded by Ms. Ruiz, and carried unanimously, that the Board of Trustees approved the additional services to Ehrlich Architects for providing the Student Services/Union Buildings Mass Excavation / Utility relocation design work in the amount not to exceed $62,800 from Bond Funds.

12. **Surplus Property – Audio/Visual and Computer Equipment**

   It was moved by Ms. Acosta-Salazar, seconded by Mr. Couso-Vasquez and carried unanimously, that the Board of Trustees determined that the value of the surplus property listed does not exceed $5,000 and approves consignment of surplus and broken audio/visual and computer equipment for electronic waste disposal without advertising.

13. **Consultant Agreement Fabiani and Company – Legislative Advocate**

   It was moved Ms. Ruiz, seconded by Mr. Quintero and carried unanimously, that the Board of Trustees approved a new contract with Fabiani & Company and authorized the Superintendent/President, or designee to execute a contract on behalf of the District, not to exceed $80,000 plus reimburseables for the term from May 22, 2009 through May 21, 2010 to be paid from the General Fund.

14. **Appointment or Reappointment to Rio Hondo College Citizen’s Oversight Committee**

   This item was pulled by the Administration and tabled to the next regular meeting.
B. PRESIDENT’S OFFICE

1. Approval of New-Revision of Board Policies/Administrative Procedure (Final Adoption)

109. It was moved by Ms. Ruiz, seconded by Mr. Couso-Vasquez and carried unanimously, that the Board of Trustees approved the Board Policies listed below for final adoption.

**New 3000s**

BP 3500 Campus Safety  
BP 3515 Reporting of Crimes  
BP 3518 Child Abuse Reporting  
BP 3520 Local law Enforcement  
BP 3530 Weapons on Campus  
BP 3540 Sexual and Other Assaults on Campus  
BP 3550 Drug Free Environment and Drug Prevention Program  
BP 3710 Securing of Copyright

**New 4000s**

BP 4060 Delineation of Functions  
BP 4106 Nursing Programs  
BP 4226 Multiple & Overlapping  
BP 4231 Grade Change

**Revised**

BP 1500 Special Rio Hondo Awards  
BP 7335 Health Examinations

2. Resolution Supporting Classified School Employee Week

110. It was moved by Ms. Ruiz, seconded by Mr. Couso-Vasquez and carried unanimously, that the Board of Trustees adopted the resolution in support of Classified School Employees Week.

3. Resolution in Support of Propositions 1A through 1F California Community Colleges

111. It was moved by Ms. Ruiz, seconded by Mr. Couso-Vasquez and carried unanimously, that the Board of Trustees approve the resolution in support of Propositions 1A through 1F California Community Colleges.
CAMPUS SAFETY

I. The Board is committed to a safe and secure District work and learning environment. To that end, the Superintendent/President shall establish a campus safety plan and ensure that it is posted or otherwise made available to students. The campus safety plan shall include availability and location of security personnel, methods for summoning assistance of security personnel, any special safeguards that have been established, any actions taken in the preceding 18 months to increase safety, and any changes in safety precautions to be made during the next 24 months. (CCLC)

II. See Administrative Procedure [ # ]. (CCLC)

III. Reference:

   Education Code 67380(a)(4) (CCLC)
REPORTING OF CRIMES

Board: NEW

I. The Superintendent/President shall assure that, as required by law, reports are prepared of all occurrences reported to campus security of and arrests for crimes committed on campus that involve violence, hate violence, theft or destruction of property, illegal drugs, or alcohol intoxication. The Superintendent/President shall further assure that required reports of non-criminal acts of hate violence are prepared. Such reports shall be made available as required by law. I (CCLC)

II. See Administrative Procedure [ # ]. I (CCLC)

III. Reference:

Education Code Section 67380 (CCLC)
The Superintendent / President shall establish procedures related to the responsibility of employees, within the scope of employment or in their professional capacity, to report suspected abuse and neglect of children.

Source/Reference
Penal Code Sections 261, 264.1, 273a, 273d, 285, 286, 288, 288a, 289, 647a, and 11164-11174.3; Welfare and Institutions Code Sections 300, 318, and 601; Family Code Sections 7802, 7807, 7808, 7820-7829, 7890, and 7892
I. Each campus or center of the district shall enter into a written agreement with local law enforcement agencies. The agreement shall clarify operational responsibilities for investigations of Part I violent crimes, defined by law as willful homicide, forcible rape, robbery, and aggravated assault, occurring at each location. (CCLC)

II. The written agreement shall designate which law enforcement agency shall have operational responsibility for violent crimes and delineate the specific geographical boundaries of each agency's operational responsibility, including maps as necessary. (CCLC)

III. The written agreements required by this policy shall be public records and shall be made available for inspection by members of the public upon request. (CCLC)

IV. See Administrative Procedure [#]. (CCLC)

V. Reference:

   Education Code Section 67381 (CCLC)
WEAPONS ON CAMPUS

Board: NEW

1. Firearms or other weapons shall be prohibited on any college or district center or in any facility of the District except for activities conducted under the direction of district officials or as authorized by an official law enforcement agency. (CCLC)

II. Reference:

Penal Code Section 626.7 (CCLC)
RIO HONDO COMMUNITY COLLEGE DISTRICT

SEXUAL AND OTHER ASSAULTS ON CAMPUS

Board: NEW

I. Any sexual assault or physical abuse, including, but not limited to rape as defined by California law, whether committed by an employee, student or member of the public, that occurs on district property, is a violation of district policies and procedures, and is subject to all applicable punishment, including criminal procedures and employee or student disciplinary procedures. Students, faculty, and staff who may be victims of sexual and other assaults shall be treated with dignity and provided comprehensive assistance. (CCLC)

The President/ Superintendent shall establish administrative procedures that ensure that students, faculty, and staff who are victims of sexual and other assaults receive appropriate information and treatment, and that educational information about preventing sexual violence is provided and publicized as required by law. (CCLC)

II. See Administrative Procedures [ # ] (CCLC)

III. Reference:

Education Code Section 67382, 67385; 20 U.S.C. § 1092(f); 34 C.F.R. § 668.46(b)(11) (CCLC)
I. The District shall be free from all drugs and from the unlawful possession, use or
distribution of illicit drugs and alcohol by students and employees. (CCLC)

II. The unlawful manufacture, distribution, dispensing, possession or use of a
controlled substance is prohibited in all facilities under the control and use of the
District. (CCLC)

III. Any student or employee who violates this policy will be subject to disciplinary
action (consistent with local, state, or federal law), which may include referral to
an appropriate rehabilitation program, suspension, demotion, expulsion or
dismissal. (CCLC)

IV. The Superintendent/President shall assure that the District distributes annually to
each student and employee the information required by the Drug-Free Schools
and Communities Act Amendments of 1989 and complies with other
requirements of the Act. (CCLC)

V. See Administrative Procedure [ # ]. (CCLC)

VI. Reference:

Drug Free Schools and Communities Act, 20 U.S. Code Section 1145g; 34
C.F.R. Sections 86.1 et seq.; Drug Free Workplace Act of 1988, 41 U.S. Code
Section 702 (CCLC)
I. The Superintendent/President is directed to develop appropriate administrative procedures to implement the provisions of the Education Code which authorize the securing of copyright protection for works, including but not limited to registering copyrights and policing infringements, on behalf of the District. (CCLC)

II. The procedures developed by the Superintendent/President shall assure that the District may use, sell, give or exchange published materials and may license materials prepared by the District in connection with its curricular and special services. In the development of these procedures, the Superintendent/President shall solicit the input of the proper representatives of the college community in accordance with the District's policies regarding shared local decision making. (CCLC)

Reference:
Education Code Sections 72207, 81459, 17 United States Code 201
Whenever a mutual agreement with a school district or other educational entity relating to responsibility for noncredit continuing education programs is required by state law, the Superintendent/President shall present an appropriate memorandum of understanding to the Board for approval. [CCLC]

Reference: Education Code Sections 8535; 8536
I. Nursing students who have already earned a baccalaureate or higher degree from a regionally accredited institution of higher learning are not required to complete any general education requirements. Instead, these students only need to complete the coursework necessary for licensing as a registered nurse. (CCLC)

II. The District shall consider all of the following when screening nursing students:

- Academic degrees or diplomas, or relevant certificates, held by the applicant;
- Grade point average in relevant coursework;
- Life experiences or special circumstances of an applicant; and
- Proficiency or advanced level coursework in languages other than English (CCLC)

III. Loan assumption agreements may be awarded to undergraduate and graduate students with demonstrated academic ability. (CCLC)

IV. Source/Reference

Education Code Sections 66055.8, 66055.9, 70101, 70106, 70120, 70124, 70125, 70126.5, 78260, 78261, 78261.3, 78261.5, 87422, 89267, 89267.3, and 92845; Title 5 Sections 56060, et seq.; Health and Safety Code Section 128050 (CCLC)
I. The Superintendent/President shall establish procedures to ensure that students may only enroll in two or more sections of the same credit course during the same term if the length of the course provides that the student is not enrolled in more than one section at any given time. [CCLC]

II. The Superintendent/President shall establish procedures to ensure that students may only enroll in two or more courses where the meeting times overlap under the conditions specified in Title 5, 55007. [CCLC]

III. Reference: Title 5 Section 55007
I. The Superintendent/President shall implement procedures to assure the accuracy and integrity of all grades awarded by faculty. The procedures shall include, but not necessarily be limited to, the following: (CCLC)

- Assurance that in the absence of mistake, bad faith, fraud or incompetence, the grades awarded by faculty shall be final. (CCLC)

- Procedures for students to challenge the correctness of a grade. (CCLC)

- The installation of security measures to protect grade records and grade storage systems from unauthorized access. (CCLC)

- Limitations on access to grade records and grade storage systems. (CCLC)

- Discipline for students or staff who are found to have gained access to grade records without proper authorization or to have changed grades without proper authorization. (CCLC)

- Notice to students, faculty, transfer institutions, accreditation agencies and law enforcement agencies if unauthorized access to grade records and grade storage systems is discovered to have occurred. (CCLC)

II. Also see BP 3310 titled Records Retention and Destruction, AP 4231 titled Grade Changes, and BP/AP 5040 titled Student Records. (CCLC)

III. Source/Reference

Education Code Sections 76224 and 76232; Title 5 Section 55025
I. In recognition of contributions of many citizens to the growth and development of Rio Hondo Community College and unselfish services for the good of the community at large, the following special awards programs are established.

A. Fellow of Rio Hondo College

1. Each year, by March 1, a committee composed of the President of the College, the president of the Board of Trustees, the president of the Academic senate, and the president of the Associated Student body will meet to recommend, if appropriate, to the Board of Trustees an individual or individuals who may be presented with the "Fellow of Rio Hondo College" award at the next following commencement subject to the approval of the Board of Trustees.

2. This award is reserved for those who have made outstanding contributions on campus (employees, Board Members, others who have contributed on campus) to the progress and development of Rio Hondo College. An appropriate plaque containing the Rio Hondo College seal will be presented to the recipient of the award and a permanent plaque will be kept at the College honoring each of the "Fellows."

B. Distinguished Service Award

1. This award will be conferred by vote of the Board of Trustees upon citizens of the Rio Hondo College District who have made outstanding contributions to the community which the Board feels should be recognized. The award may go to political office holders, non-partisan public office holders, or other distinguished citizens who have made unusual efforts to serve the community. This award is not necessarily restricted to those who have made specific and direct contributions to the college, but to those who have benefited the community, and presumably, indirectly improved Rio Hondo College.

2. The Distinguished Service Award will be commemorated with an appropriate scroll, permanently mounted, with a brief legend indicating that the award is for distinguished service.

3. The award may be bestowed at any Board Meeting either by recommendations of the staff and approval by the Board of Trustees or motion by a member of the Board of Trustees and
subsequent ratification by the entire Board. A unanimous vote is required for bestowal of the Distinguished Service Award.

C. Classified Employee Award

1. This award is established through the Board of Governors along with the System Office and the Foundation for California Community Colleges and will be conferred by vote of the Board of Trustees to recognize outstanding classified employees throughout the community college system.

2. The awards honor community college classified employees who demonstrate the highest level of commitment to professionalism and community colleges. Recipients are nominated by their colleagues and endorsed by the local Board of Trustees. No later than March 10th, each local Board of Trustees may forward the information for one nominee to the California Community Colleges Chancellor's Office.

The following guidelines are to be used in making the selection of nominees and finalists:

a. The nominee should be committed to the fundamental principles of the California Community College mission as well as the mission of the local college district.

b. The nominee should be committed to high standards of job performance and exemplify professionalism. The essay response and supporting letters should reflect this commitment.
   - Motivated and interested in the job
   - Demonstrates high skills, competence, and knowledge on the job
   - Plays a leadership role in employee/management collaboration
   - Promotes collaboration within the work environment
   - Is committed to high standards of performance
   - Exemplifies professionalism at all times
   - Steps up to cooperatively work through problems

c. The nominee should be committed to serving the institution through participation in college, professional and/or community activities. There should be evidence of this participation.
   - Is involved in college and/or district activities
   - Organizes others within the work environment
   - Promotes open communication among work groups
   - Willingness to take the extra step (identify)
d. The nominee should be committed to serving as a leader beyond the local institution through service in local, statewide and/or national activities. There should be evidence of activities that reveal leadership through participation in employee organizations, community groups, or participation in state or national organizations.

   • Is involved in professional and/or community volunteerism/activities
   • Organizes others within the community
   • Acts of service above and beyond the call of duty (identify)

II. Source/Reference

Former Board Policy 1025
HEALTH EXAMINATIONS

I. The Superintendent/President may require medical examinations of candidates for appropriate positions prior to assuming the duties of the position. Such pre-employment medical examinations shall be required only after a conditional job offer has been made, and shall be required of any candidate for a position for which a pre-employment medical examination has been deemed appropriate. No candidate shall be required to participate in such an examination on the basis of the candidate's age or disability.

II. The Board authorizes the Superintendent/President to require any employee to undergo a physical or mental examination at any time it appears an employee is not fit for duty. Such medical examinations shall be at the District's expense and shall be conducted by a physician chosen by the District.

III. The physician's report to the Superintendent/President shall contain:
   - Medical history using form in section 6052 of Title V, Administrative Code
   - Record of health examination using form in section 6053 of Title V, Administrative Code

IV. Source/Reference

EC 87409(a), (b); 87408.5, 88021 42 U.S.C. Section 12112; 29 C.F.R., Part 1630; Government Code Section 12940
Resolution Supporting Classified School Employee Week

WHEREAS, classified professionals provide valuable services to the school and students of the Rio Hondo Community College District; and

WHEREAS, classified professionals contribute to the establishment and promotion of a positive instructional environment; and

WHEREAS, classified professionals serve a vital role in providing for the welfare and safety of Rio Hondo Community College District's students; and

WHEREAS, classified professionals employed by the District strive for excellence in all areas relative to the educational community;

THEREFORE, BE IT RESOLVED, that the Rio Hondo Community College District hereby recognizes and wishes to honor the contribution of the classified professionals to quality education in the state of California and in the Rio Hondo Community College District and declares the week of May 17-23, 2009, as Classified School Employee Week in the Rio Hondo Community College District.
RESOLUTION IN SUPPORT OF PROPOSITIONS 1A THROUGH 1F
CALIFORNIA COMMUNITY COLLEGES
No. 051309

WHEREAS, the Legislature and Governor grappled with an unprecedented downturn in the California economy which resulted in a record $42 billion dollar budget shortfall; and

WHEREAS, the Legislature and Governor ultimately crafted an 18 month budget predicated upon new revenues, expenditures reductions, new borrowing and voter approval of a package of budget reform proposals; and

WHEREAS, the budget solutions negotiated by the Legislature and Governor require the voters to approve a package of ballot measures to ensure long term fiscal stability for California; and

WHEREAS, the approval of the package will increase stability in the state’s spending and provide more certainty for community colleges and other state programs; and

WHEREAS, the budget reform measures include a mechanism to establish a “rainy day” fund in order to avoid drastic budget reductions when revenues fall in the future; and

WHEREAS, the package of ballot measures establishes a mechanism to reasonably repay $9.3 billion to K-14 education to ensure lost quality and access caused by the budget crisis is restored, including an estimated $1 billion for community colleges; and

WHEREAS, the 2009-10 enacted budget assumes $5.8 billion of solutions included in the package of ballot propositions is ratified by the California voters; and

WHEREAS, if voters do not approve the package, the enacted budget will be out of balance by $5.8 billion and may result in a $319 million dollar reduction of Proposition 98 resources to community colleges; and

WHEREAS, California’s community colleges are serving the highest level of enrollments ever, driven by record high school graduates, soaring unemployment, returning veterans, and the redirection of students from UC/CSU; and

WHEREAS, California’s community colleges are currently serving more than 100,000 students for whom the state is not providing funding; and

WHEREAS, California Community Colleges unfunded enrollments in the current year are exacerbated by local revenue shortfalls in property taxes, enrollments fees and insufficient funding for the state’s share of per-student funding; and

WHEREAS, California Community Colleges need secure and stable funding to assist in California’s economic recovery; therefore, be it

RESOLVED, that the Board of Trustees of the Rio Hondo Community District supports Propositions 1A, 1B, 1C, 1D, 1E, and 1F on the May 19, 2009 statewide ballot.
C. HUMAN RESOURCES

1. Declaration of Indefinite Salaries for Retroactive Pay for 2009-10 for Managers, Faculty, Confidentials, and Classified Employees

   112. It was moved by Mr. Couso-Vasquez, seconded by Mr. Mendez and carried unanimously, that the Board of Trustees declare the salaries for Administrators, Faculty, Confidentials, and Classified employees are indefinite as of July 1, 2009.

IV. INFORMATION ITEMS

1. Building Program
2. Bond Expenditure Report

V. STAFF AND BOARD REPORTS

VI. STAFF AND BOARD COMMENTS

VII. CLOSED SESSION

Mr. Quintero recessed the meeting to Closed Session at 8:57 p.m. Mr. Quintero reconvened the meeting at 9:26 p.m. and reported the following action was taken in Closed Session:

(Pursuant to Section 54956.8)
- CONFERENCE WITH REAL PROPERTY NEGOTIATOR
  - 3017 Tyler Avenue, El Monte, California

(Pursuant to Section 54957)
- PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE
- PUBLIC EMPLOYEE APPOINTMENT
  - Nursing Instructor

113. It was moved by Mr. Couso-Vasquez, seconded by Ms. Acosta-Salazar and carried unanimously, that the Board of Trustees directed the Superintendent/President to take the appropriate action to Employ Karen Gottlieb as a first year nursing instructor.

- PUBLIC EMPLOYEE EVALUATION
  - Superintendent/President

(Pursuant to Section 54957.6)
- CONFERENCE WITH LABOR NEGOTIATOR
  - Agency Negotiator: Teresa Dreyfuss
  - Employee Organization: CSEA/RHCFA

VII. ADJOURNMENT

Mr. Quintero adjourned the meeting at 9:50 p.m. in memory of Paula Martinez, Dr. Martinez’s mother who recently passed away. The next regular meeting of the Board of Trustees will be held on June 10, 2009, 6:00 p.m., (off campus – to be determined).