I. CALL TO ORDER
   A. Call to Order (6:00 p.m.)
      Mr. Quintero called the meeting to order at 6:00 p.m.
   B. Pledge of Allegiance
      Ms. Lisa Sandoval led the pledge of allegiance.
   C. Roll Call
      Mr. Couso-Vasquez was reported absent. Absent excused.
   D. Open Communication for Public Comment
      Ms. Lisa Sandoval spoke on issues involving Financial Aid.
   E. Approval of Minutes: September 9, 2009
      It was moved by Mr. Flores, seconded by Ms. Martinez and carried unanimously, that the Board of Trustees approved the minutes of September 9, 2009 as presented.
   F. Presentations
      o Sabbatical Leave (Firouz Mosharraf)
II. CONSENT AGENDA

Ms. Martinez requested that item II.A.3., Out-of State Conferences, be removed from the Consent Agenda.

115. It was moved by Ms. Acosta-Salazar, seconded by Mr. Flores and carried unanimously, that the Board of Trustees approved the following Consent Agenda, with the exclusion of Item II.A.3. which was moved to the Action 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.

   b. Payroll Warrant Report

      Attached is the Payroll Warrant Report for the month of September, 2009.

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

   The Board approved the following staff and Board members to attend the conferences and meeting listed below;

   Dr. Ted Martinez, Jr. to attend the Hispanic Association of Colleges and Universities (HACU) Conference in Orlando, FL, Oct. 30-Nov. 2, 2009.

   Lydia Okelberry to attend the AMATYC (American Math Association of Two Year Colleges) Conference in Las Vegas, NV.

   Monika Acosta to attend the FSA Conference in Nashville, TN, Nov. 30-Dec. 4, 2009.

   Elizabeth Coria to attend the FSA Conference in Nashville, TN, Nov. 30-Dec. 4, 2009.

   John Frala to attend the MACS (Mobile Air Conditioning Society) 30th Anniversary Convention and Trade Show in Las Vegas, NV, Jan. 18-23, 2010.

   Ada Pullini-Brown to attend the 2010 Annual College Arts Association Conference in Chicago, IL, Feb. 10-13, 2010.

3. Revision of Out-of-State Travel

   This item was moved to the Action Agenda.

4. MESA Grant Amendment

   Math, Engineering, Science Achievement (MESA): Rio Hondo College has received notification from the California Community College Chancellor’s Office (CCCCO) of an amendment to the MESA grant for the 2008-2009 year. The amount was increased from $73,033.00 to $83,032.00 and the end date was extended to September 30, 2009.
The purpose of these funds is to provide academic and support services for financially and educationally disadvantaged students majoring in calculus-based fields who seek to transfer to four-year universities.

5. **Grant Renewals**

a. **Career and Technical Education Act (CTE), Title IC Grant**

   September 2, 2009 the California Community Colleges Chancellor's Office (CCCCO) approved Grant Agreement No. 09-C01-044 funding in the amount of $356,628.00 for period of 2009-2010 to Rio Hondo College (RHC) for Career and Technical Education Act (CTE), Title IC Programs. The purpose of the CTE, Title IC is to develop more fully the academic, career, and technical skills of postsecondary students who elect to enroll in career and technical education programs.

b. **Tech Prep Title II, Perkins IV Grant**

   September 25, 2009 the California Community Colleges Chancellor's Office (CCCCO) approved Grant Agreement No. 09-139-998 funding in the amount of $67,750.00 for the period of 2009-2010 to Rio Hondo College (RHC) for Tech Prep Title II, Perkins IV Programs. RHC has been involved in the Tech Prep Local Consortia Program since its inception in 1995. Tech Prep programs are designed to link high school and two-year college programs in specific technical fields and occupational areas. They are planned sequences of study in technical fields beginning as early as grade nine and linked to postsecondary occupational education or apprenticeship programs of at least two years following the secondary instruction culminated in an associate degree or a certificate.

6. **Acceptance of Donation from the Toro Company**

   The Toro Company – Irrigation Division Riverside Facility has offered to donate a functional FDM 3000 Rapid Prototyping Machine to Rio Hondo College CAD/GIS/AEC Department. The CAD/GIS/AEC Department has an identical machine which is no longer covered by a maintenance contract due to this system being superseded by newer models. It is the intention of the CAD/GIS/AEC Department to either use the donated machine as backup or scavenge the machine for spare parts as needed. The cost of the machine new is $100,000.00, but sells used on the open market for around $10,000.00 - $12,000.00.

7. **Revenue Agreement : City of Santa Fe Springs – Fire Department for EMT Recertification Training**

   This is an agreement between the City of Santa Fe Springs – Fire Department and Rio Hondo Community College District – RHC Public Safety Fire Training Center to conduct EMT Recertification Training.

   EMT Recertification Training will include CPR training and recertification for up to 32-EMT Firefighters. The content of the training will be determined by RHC Public Safety Fire Training Center Staff and tailored to the needs of the City of Santa Fe Springs – Fire Department. Training will be held at the RHC Public Safety Fire Training Center in Santa Fe Springs.

   Class will comply with State Fire Marshal EMT curriculum and meet the minimum hours of instruction and testing. Instruction will be provided on a shift schedule to accommodate all three shifts. Instructor will provide EMT cards to the Firefighters at the completion of the course.
City of Santa Fe Springs – Fire Department will pay the College $6,000.00 upon completion of the EMT Recertification Training

8. Community Services

a. Dedre Robinson – To instruct “Comic Strip Fun with Photoshop (Grades 4th–8th)”. Dates of service will be October 15, 2009 through June 30, 2010. Payment will be split 60% to Rio Hondo and 40% to consultant.

b. Diana E. Sherwood – To instruct “Hatha Vinyasa Flow Yoga”, “Ballet” and “Pilates (Yogalates)”. Dates of service will be October 15, 2009 through June 30, 2010. Payment will be split 60% to Rio Hondo and 40% to consultant.

c. Charlotte M. Steen – To instruct “Beginning Hanmi Meditation for the Body, Mind & Spirit” and “Hanmi Moving Meditation for the Young & Young at Heart”. Dates of service will be October 15, 2009 through June 30, 2010. Payment will be split 60% to Rio Hondo and 40% to consultant.

d. Luisa Macias – To instruct “Hip Hop Classes”, “Flamenco Classes” and “Kick Boxing Classes”. Dates of service will be October 16, 2009 through June 30, 2010. Payment will be split 60% to Rio Hondo and 40% to consultant.

e. Tony Lucero – To instruct “Haunted L.A.” course. Dates of service will be October 15, 2009 through June 30, 2010. Payment will be split 60% to Rio Hondo and 40% to consultant.

f. Raymond Tucker – To instruct “Floral Design 1, 2 & 3” and “Intro to Designing Wedding Flowers” courses. Dates of service will be October 15, 2009 through June 30, 2010. Payment will be split 60% to Rio Hondo and 40% to consultant.

g. Julie Daniels – To instruct a “Creative Writing with Julie Daniels” course. Dates of service will be October 15, 2009 through June 30, 2010. Payment will be split 60% to Rio Hondo and 40% to consultant.

B. Personnel

1. Academic

a. Employment

Part Time, Fall 2009

BACA, Richard, Comm. /Lang.  SMITH, Joel, Physical Ed.

Hourly as Needed, 2009-2010

HAMMONDS, Elvin G., Career Tech.  ADAUTO, Arnold, Public Safety

Fall, 2009, Assignments (hourly)

BABOU, Robin, Library  BALL, Edna, Library
BOURGAIZE, Karen, Library  CARRILLO, Marco, Library
DELATTE, Monique, Library  ENRIGHT, William, Library
SAKAMOTO, Rosario, Stud. Health  SHABELNIK, Tatiana, Library
SHACKLETT, Tod, Library  
YASHAR, Debby, Library  
WU, Viraseni, Stud. Health Ser.

Fall 2009, Assignments (part time)

See attached list

b. Medical Leave

KAMDIBE, Muata, full-time instructor Communications & Languages, has requested a four-week, 75% Family Care & Medical Leave effective October 5, 2009.

MARTINEZ, Dianne, Counselor/Transfer Center Coordinator, has requested a 12-week Family Care and Medical Leave effective September 28, 2009.

c. Leave of Absence

VELAZQUEZ, Ralph, full-time instructor in Communications and Languages has requested a leave of absence effective November 6, 2009 until the end of the semester, December 11, 2009.

2. Classified

a. Employment

Substitute, 2009-2010

GONZALES, Carmen, Clerk Typist III, Admissions, effective September 1, 2009

VALDEZ, Juvecio, General Maintenance, Facilities Ser., effective August 3, 2009

Short Term, 2009-2010

AN, Grace, Clerk Typist III, Math/Science, ending date June 30, 2010

RUIZ, Andrew, FA Training & Operations Specialist, Public Safety, ending date June 30, 2010

TARTAMELLA, Scott, PA Training & Operations Specialist, Public Safety, ending date June 30, 2010

b. Resignation

MAIER, Stacey, Registration Clerk in Admissions. Her last day of employment was October 5, 2009

SINGH, Baban Pal, Paraprofessional Tutor in Upward Bound. His last day of employment was October 1, 2009

c. Medical Leave

GOMEZ, Kathy, Sr. Instructional Assistant in Communications and Languages has requested a three-week Family Care and medical Leave effective September 30, 2009
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3. Unrepresented, (AP 7130) 2009-2010

a. Employment

Hourly

ALLEN, Bernice, Disabled Students.  CHAN, Yung, LAC
COVARRUBIAS, Mark, Physical Ed.  DAVIS, Steven, Physical Ed.
FABOS, Jennifer, Arts & Cultural  LOICANO, Nick, Physical Ed.
SAEPHAN, Mey, LAC  VELASCO, Ruben, Physical Ed.

b. Volunteer

AUGUSTUS, Shaneis, Physical Ed.  BARAJAS, Thomas, Physical Ed.
BARRON, Cortez, Career Tech.  CORTES, Edward, Career Tech.
FIELDS, Cyrus, Pubic Safety  MARTINEZ, Alyssa, Transfer Ctr.
MARTINEZ, Angelica, Cal WORKS  ZIEHM, Chris, Veterans Serv.

c. Students

AGUILAR, Isaac, Comm. /Lang.  ARZATE, Carolina, LAC
BUGARIN, Leonila, Upward Bound  CALDERON, Martin, InfoTech.Ser.
CALLEJAS, Guisela, Physical Ed.  CASTANON, Stephanie, CalWKS
CELLA, Elizabeth, Math/Science  CHAVEZ, Traci, Comm./Lang.
DEL RIO, Michelle, LAC  DOMINIQUEZ, Christine, Asmt.Ctr.
FERRUFINO, Reina, LAC  GARCIA, Christian, Cntrt.Mgmt.
GARCIA, Felicita, Student Activities  JUAREZ, Ofelia, Admissions
LE, Rhuong, LAC  LIANG, Yun, Library
LLAMAS, Marisol, Student Health  MARTINEZ, Jonathan, Cnseling.
MASSAROTTI, Cherisse, Comm./Lang.  PADILLA, Ana, Accounting
PADILLA, Ana, Accounting  PALACIOS, Rosemarie, Arts&Clt.
PARRA, Maribel, Career Dev. Center  PFEIFFER, Stacey, Human Rcs.
SALAZAR, Vincent, Math/Science  SANTISTEBAN, Luis, Financial Aid
SERRANO, Joe, Arts & Cultural  SHIN, Albert, Accounting
VALENZUELA, Cherizar, Arts & Cultural  VILLEGAS-GOMEZ, Ayari, Assmt.
ZLATEV, Dimitar, MSC  Center

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:

ET 181: Home Energy Management and Auditing
(Math/Sciences)
Degree Applicable; (3 Units)
Transfers to: CSU
Justification: This course will provide students with the knowledge and skills to work in the green energy field. Members of the Environmental Technology Advisory Committee recommend the development of green energy courses to fill the growing need for energy managers and auditors.

**ET 182: Industrial Energy Management and Auditing (Math/Sciences)**
Degree Applicable; (3 Units)
Transfers to: CSU

Justification: This course will provide students with the knowledge and skills to work in the green energy field. Members of the Environmental Technology Advisory Committee recommend the development of green energy courses to fill the growing need for energy managers and auditors.

**PAC 083: Pre-Academy Physical Fitness (Public Safety)**
Non-Degree Applicable; (1/6-3/4 Units)

Justification: This course is intended to enhance and improve the physical abilities of prospective police cadets prior to entering the Rio Hondo Police Academy that is certified by the California Commission on Peace Officer Standards and Training.

**ELEC 070: Applied Telecommunications Technology (Career and Technical Education)**
Degree Applicable; (3 Units)

Justification: This course has been created to meet the demand of qualified workers to support the wireless (cellular) telecommunications industry. The electronics program at Rio Hondo College will provide students a solid foundation in the science and in design/installation techniques required to work with wireless (cellular) telecommunications technologies. Students will gain the knowledge and skills necessary to design and safely install wireless (cellular) telecommunication systems based on current industry standards. The program includes computer-based training and hands-on laboratories demonstrating the installation of a wireless (cellular) telecommunications system.

**ELEC 071: Mobile and Wireless Communications (Career and Technical Education)**
Degree Applicable; (3 Units)

Justification: This course has been created to meet the demand of qualified workers to support the wireless (cellular) telecommunications industry. The electronics program at Rio Hondo College will provide students a solid foundation in the science and in design/installation techniques required to work with wireless (cellular) telecommunications technologies. Students will gain the knowledge and skills necessary to design and safely install wireless (cellular) telecommunication systems based on current industry standards. The program includes computer-based training and hands-on laboratories demonstrating the installation of a wireless (cellular) telecommunications system.

b. **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:

Alternative Energy Technology
(16 Units)
c. **New Certificates of Achievement that are Part of an Existing Program (Over 18 Units)**

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

**Alternative Fuels and Advanced Transportation Technology**
(20 Units)

**Heavy Equipment Maintenance**
(38 Units)

d. **New Program**

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

**A.S. Degree – Alternative Fuels and Advanced Transportation Technology**
(32 Units)

**A.S. Degree – Heavy Equipment Maintenance**
(38 Units)

**A.S. Degree – Physics**
(26 Units)

e. **Unit Change**

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

**ELEC 051: Electrical Power Distribution Systems**
(From 4 Units to 3 Units)

**ELEC 052: Distribution to Electrical Power**
(From 4 Units to 3 Units)

**HS 050: Nurse Assistant Pre-Certification Training Course**
(From 4 Units to 5.5 Units)

**MUS 106: Musicianship I**
(From 2 Units to 3 Units)

**MUS 107: Musicianship II**
(From 2 Units to 3 Units)

III. **ACTION ITEMS**

A. **FINANCE & BUSINESS**
3. **Revision of Out-of-State Travel**

*This item was moved from the Consent Agenda to the Action Agenda.*

It was moved by Ms. Martinez, seconded by Mr. Mendez and carried that the Board of Trustees approved the additional costs listed below. Ms. Martinez voted no, Mr. Flores abstained.

The revised cost from Board approval is needed as follows.

<table>
<thead>
<tr>
<th>Name</th>
<th>August 12, 2009 Approved Cost</th>
<th>Additional Cost</th>
<th>Revised Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cynthia Pallini</td>
<td>$1,250.00 (SSS)</td>
<td>$237.40</td>
<td>$1,487.40</td>
</tr>
<tr>
<td>Norma Garcia</td>
<td>$1,243.00 (Upward Bd.)</td>
<td>$244.40</td>
<td>$1,487.40</td>
</tr>
<tr>
<td>Dr. Zolita Fisher</td>
<td>$1,323.00 (50% SSS &amp; 50% Upward Bound)</td>
<td>$374.80</td>
<td>$1,697.80</td>
</tr>
</tbody>
</table>

1. **Consultant Services**

It was moved by Mr. Flores, seconded by Mr. Quintero and carried that the Board of Trustees approved the Consultant Services as outlined below and authorized the Superintendent/President or designee to sign the appropriate documents on behalf of the District.

a. Dr. Juan Sanchez - To conduct an external evaluation. Will develop a summative and formative evaluation plan for the DECE project, including, but not limited to the creation of evaluation tools and analysis of data. Dates of service are October 15, 2009 through June 30, 2010. Payment is not to exceed $10,500 from DECE Grant.

b. Monique Felix – To serve as a facilitator for foster/kinship care classes on nutrition such as “Fresh and Nutritious Salads”, “Fall Vegetable Recipes”, “Let’s Get Back to Good Nutrition”, “How Children/Teens Can Eat Properly Without Dieting”, “Low Cholesterol Cooking”, “Spring is Here. Strawberries are Good, Healthy Summer Eating”, “Cool Foods for the Warm Months” and other topics related to parenting, nutrition and foster care. Dates of service are November 1, 2009 through June 30, 2010. Payment is not to exceed $700 from FKCE.

c. Ana Vargas – To supervise and facilitate foster/kinship care education classes on topics such as “Information Highway”, “Mental Disorders”, “Family Night”, “Parent Burnout”, “Working with Social Services/Teamwork”, “Redirecting Angry Feelings”, “The Five Minute Parent”, “Ages & Ages”, “D-Rate Pre-Service” and other topics related to foster care, parenting and kinship care. Dates of service are October 15, 2009 through February 28, 2010. Payment is not to exceed $2,000 from FKCE.

d. Mary Hibbard – To present foster/kinship care workshops on topics such as “The Motivational Breakthrough”, “Effective Discipline”, “The Resilient Child”, “Family Squabbles”, “Permanency Options”, “Post Traumatic Stress Disorder”, “Teaching Children to do Chores”, “Teen Pregnancy Prevention”, “Raising Kids with Care”, “Fetal Alcohol Spectrum”, “Give Stress a Rest”, “How to Have Positive Birth Family Visits”, “Innovative Ways to Build a Child’s Self-Esteem” and other topics related to foster care and parenting. Dates of service are November 1, 2009 through June 30, 2010. Payment is not to exceed $1,200 from FKCE.
e. Jose Gutierrez – To present foster/kinship care education workshops on topics such as “Foster Care Resources”, “Sibling Rivalry”, “Homework Issues”, “Family Connection/Attachment”, “Grief and Loss”, “Information Highway”, “Mental Disorders”, “Family Night”, “Parent Burnout”, “D & F-Rate Pre-Service Training” and other topics related to foster care and parenting. Dates of service are November 1, 2009 through June 30, 2010. Payment is not to exceed $2,000 from FKCE.

f. Karen Nutt – To present workshops to foster/kinship caregivers on topics such as “D & F-Rate Pre-Service Trainings”, “IEP”, “Child Development”, “Health Resources” and other topics related to foster care. Dates of service are November 1, 2009 through June 30, 2010. Payment is not to exceed $2,500 from FKCE.

g. Christina Maria Auer-Arriaga – To present workshops to foster/kinship care providers on topics such as “Communication With our Teens” and other topics related to foster care and parenting. Dates of service are November 1, 2009 through June 30, 2010. Payment is not to exceed $1,200 from FKCE.

h. Virginia Baker – To present workshops to foster/kinship caregivers on topics such as “D-Rate Pre-Service Trainings/DCFS Section” and other topics related to foster care and parenting. Dates of service are November 1, 2009 through June 30, 2010. Payment is not to exceed $600 from FKCE.

i. Lori Switanowski – To present foster/kinship care classes on topics such as “The Impact of Trauma on Children”, “Depression and Suicide”, “Learning Disabilities”, “Helping Children Through the Holidays”, “Reasons to Reunify”, “Cultural Diversity”, “ADHD and the Brain”, “Anger Management for Children”, “Lying, Cheating and Stealing”, “Bullying and other Aggressive Behavior”, “F-Rate Pre-Service Trainings”, “Child Development”, “Mental Health Issues”, “Working With the Difficult Child” and other topics related to foster care and parenting. Dates of service are November 1, 2009 through June 30, 2010. Payment is not to exceed $2,500 from FKCE.


I. Martha O. Godinez – To present foster/kinship care education classes on topics such as “Child Abuse”, “Cultural Diversity and Concurrent Planning”, “Grief and Loss”, “Visitation Issues”, “Parent Burnout”, “Reunification Process”, “Permanency”, “Stress Management”, “Importance of Record Keeping and Documentation” and other topics related to foster care and parenting. Dates of service are November 1, 2009 through June 30, 2010. Payment is not to exceed $2,000 from FKCE.

m. Lydia L. Slawson – To coordinate the foster/kinship care education program. Dates of service are November 1, 2009 through June 30, 2010. Payment is not to exceed $9,000 from FKCE.

2. **Acceptance of Donation from the Los Angeles County**

118. It was moved by Mr. Mendez, seconded by Ms. Acosta-Salazar and carried unanimously, that the Board of Trustees accepted the donation of three modular/portable trailers from the County of Los Angeles/Internal Services Department for use as swing space for the Physical Education remodel Project authorizing the Administration to sign the appropriate documents on behalf of the college.

3. **Grants – Small Business Administration (SBA) FY 2009 Federal Appropriations**

119. It was moved by Mr. Mendez, seconded by Mr. Flores and carried unanimously, that the Board of Trustees approved the Earmark grant funding of $196,514.00 as outlined and authorized the Administration to execute the appropriate documents on behalf of the District.

4. **Parking Study – Approval of Penfield and Smith**

120. It was moved by Ms. Acosta-Salazar, seconded by Mr. Quintero and carried unanimously, that the Board of Trustees approved Penfield and Smith to prepare a parking study fee not to exceed $37,500.00 to be paid from bond funds and authorized the Administration to execute the appropriate documentation on behalf of the District.

5. **Emergency Phone System and Electrical System Upgrades**

121. It was moved by Mr. Flores, seconded by Ms. Acosta-Salazar and carried unanimously, that the Board of Trustees approved Rick Engineering Company to provide engineering services for the emergency phone and power system upgrades, for a fee not to exceed $203,933.00 to be paid from Bond funds, and authorized the Administration to execute the appropriate documentation on behalf of the District.

6. **Construction Management Services Agreement for the Central Plant and Infrastructure Projects: Pacifica Services, Inc.**

122. It was moved by Mr. Flores, seconded by Mr. Quintero and carried unanimously, that the Board of Trustees approved the additional services to the Construction Management Services agreement for the Central Plant and infrastructure Projects with Pacifica Services, Inc., in an amount not to exceed $44,407.00, to a total revised contract amount of $1,378,407 to be paid from Bond funds, and authorized the Administration to execute the appropriate documents on behalf of the District.
7. **Administration of Justice Building – Furniture Planning and Design Services**

   It was moved by Mr. Flores, seconded by Ms. Acosta-Salazar and carried unanimously, that the Board of Trustees approved Edson Design to provide furniture planning and design services for the Administration of Justice Building project for a fee not to exceed $44,800.00 to be paid from bond funds, and authorized the Administration to execute the appropriate documentation on behalf of the District.


   It was moved by Mr. Quintero, seconded by Ms. Acosta-Salazar and carried unanimously, that the Board of Trustees ratified Change Order #7 for a net increase to the contract in an amount of $35,889.00 for a new total of $11,810,338.69 payable from State and Bond Funds, and authorize the Administration to execute the change order on behalf of the District.

9. **Award of Bid #1158 – Mass Grading**

   It was moved by Mr. Flores, seconded by Mr. Quintero and carried unanimously that the Board of Trustees approved and awarded Bid #1158 Mass Grading in the amount of $840,500.00 to Cal Fran Engineering, Inc., to be paid from Bond Funds, and authorized the Administration to execute the appropriate documents on behalf of the District.

10. **Award of Contract – Cafeteria and Related Food Services Vendor: S & B Foods**

    It was moved by Mr. Mendez, seconded by Mr. Flores and carried unanimously, that the Board of Trustees award a month-to-month contract for Cafeteria and Related Food Services to S & B Food, and authorized the Administration to execute a contract on behalf of the District.

B. **PRESIDENT’S OFFICE**

1. **Approval of Revision / New Board Policies 2740, Board Education; BP 4106 Nursing Programs; BP 7600 College Campus Security – (First Reading)**

   It was moved by Ms. Acosta-Salazar, seconded by Ms. Martinez, and carried unanimously, that the Board of Trustees approved the Board Policies listed below for a first reading.

   Approval of Revision of Board Policies (First Reading)

   BP 2740    Board Education
   BP 4106    Nursing Programs
   BP 7600    College Campus Security

2. **Approval of Board Policy 3200, Accreditation (Final Adoption)**

   It was moved by Ms. Acosta-Salazar, seconded by Mr. Mendez and carried unanimously, that the Board of Trustees approved Board Policy 3200, Accreditation for final adoption.
I. The Superintendent/President shall ensure the District complies with the accreditation process and standards of the Accrediting Commission of Community and Junior Colleges and of other District programs that seek special accreditation.

II. The Superintendent/President shall keep the Board informed of approved accrediting organizations and the status of accreditations.

III. The Superintendent/President shall ensure that the Board is involved in any accreditation process in which Board participation is required.

IV. The Superintendent/President shall provide the Board with a summary of any accreditation report and any actions taken or to be taken in response to recommendations in an accreditation report.

V. The Board will designate the Superintendent/President as intermediary between the District and the Board of Trustees in the development of accreditation materials.

VI. All written draft accreditation materials authored by various campus constituents and the Board of Trustees shall be submitted to the Superintendent/President.

Final accreditation materials shall be available for review by the District and the Board of Trustees prior to submission to the relevant accreditation agencies.

VII. Reference:

Accreditation Eligibility Requirement 20, Standard IV.B.1.i
IV. INFORMATION ITEMS

1. Building Program

2. Revision / New Administrative Procedures

The following Administrative Procedures have been received by the Board of Trustees and have now been implemented:

   AP 3410  Nondiscrimination
   AP 2410  Policy and Administrative Procedures

3. Acceptance of Accreditation Follow-Up Report (Amendment)

The board accepted the Accreditation Follow-Up Report to be submitted to Western Association of Schools and Colleges (WASC).

V. STAFF AND BOARD REPORTS

VI. CLOSED SESSION

Mr. Quintero recessed the meeting closed session at 7:35 p.m. Mr. Quintero reconvened the meeting at 8:15 p.m. and reported the following action was taken in Closed Session.

(Pursuant to Section 54956.8)

- CONFERENCE WITH REAL PROPERTY NEGOTIATOR
  o 3017 Tyler Avenue, El Monte, California

(Pursuant to Section 54956.9 (subdivision (b)

- CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION – 1 case

(Pursuant to Section 54957)

- PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

- PUBLIC EMPLOYEE APPOINTMENT
  o Dean, Institutional Research & Planning

129. It was moved by Mr. Mendez, seconded by Ms. Acosta-Salazar and carried unanimously, that the Board of Trustees directed the Superintendent/President to take the appropriate action to employ Howard Kummerman as the Dean, Institutional Research & Planning.

(Pursuant to Section 54957.6)

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

130. It was moved by Ms. Martinez, seconded by Mr. Quintero and carried unanimously, that the Board of Trustees approved the Side Letters of Agreements signed between the District and CSEA dated October 13, 2009.

VII. ADJOURNMENT

Mr. Quintero adjourned the meeting in memory of Josh Ruiz, a former student and Peer Advisor for EOPS who was tragically killed in an automobile accident. The date of the next Regular Meeting of the Board of Trustees will be held on: November 11, 2009, 6:00 p.m., (Rio Hondo College, Board Room).
I. Education Programs

A. The District shall provide access to its services, classes and programs without regard to, national origin, religion, age, sex or gender, race, color, medical condition, ancestry, sexual orientation, marital status, physical or mental disability, or because he or she is perceived to have one or more of the foregoing characteristics, or based on association with a person or group with one or more of these actual or perceived characteristics.

B. All courses, including noncredit classes, shall be conducted without regard to the gender of the student enrolled in the classes. As defined in the Penal Code, "gender" means sex, and includes a person's gender identity and gender-related appearance and behavior whether or not stereotypically associated with the person's assigned sex at birth.

C. The District shall not prohibit any student from enrolling in any class or course on the basis of gender.

D. Academic staff, including but not limited to counselors, instructors and administrators shall not offer program guidance to students which differs on the basis of gender.

E. Insofar as practicable, the District shall offer opportunities for participation in athletics equally to male and female students.

   a. References:
      Education Code Sections 66250 et seq., 200 et seq., and 72010 et seq.; Penal Code Sections 422.55 et seq.; Title 5 Sections 59300 et seq.; Accreditation Standard 1.6

II. Employment

A. The District shall provide equal employment opportunities to all applicants and employees regardless of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, sex, age, sexual orientation, or status as a Vietnam-era veteran.

B. All employment decisions, including but not limited to hiring, retention, assignment, transfer, evaluation, dismissal, compensation, and advancement for all position classifications shall be based on job-related criteria as well as be responsive to the District's needs.
C. The District shall from time to time as necessary provide professional and staff development activities and training to promote understanding of diversity.

a. References:

   Education Code Sections 87100 et seq.; Title 5 Sections 53000 et seq.; Government Code Sections 11135 et seq. and 12940 et seq.
I. Rio Hondo Community College District is a subscriber to the Community College League of California Board Policy and Administrative Procedure Service.

II. The Policy and Procedure Service is based on principles inherent in effective board governance, policy development, and local decision-making. Understanding these principles helps facilitate the implementation process.

III. As a subscriber, the college will receive updates on policies and procedures in partnership with the law firm of Liebert Cassidy Whitmore. The update is in response to revised laws and regulations and legal opinions.

IV. Process for Review -

A. The President’s Office and designated staff members will receive the updates from the Community College League of California. The President’s Office will alert those responsible for the sections within the Policy/Procedure Manual as follows who will in turn discuss the revisions with those parties involved:

- a. Section 1000s Executive Assistant to the President
- b. Section 2000s Executive Assistant to the President
- c. Section 3000s Executive Assistant to the President
- d. Section 4000s Vice President Academic Affairs
- e. Section 5000s Vice President Student Services
- f. Section 6000s Vice President, Finance & Business
- g. Section 7000s Director of Human Resources

B. Once the policies/procedures have been revised and reviewed, the Executive Assistant to the President will forward the proposed revisions to the President’s Council, then on to the Administrative Council and then on to the Planning Fiscal Council for review and comment. Administrative Procedures are considered operational and do not require approval by the various constituent groups; they are solely forwarded for information.

C. Upon completion of review by these groups, the revised policies will be forwarded to the board as an Information item at the Board of Trustees meeting; then adopted at a subsequent meeting. Administrative Procedures are considered operational and do not require Board approval. They are forwarded to the Board as an information item.

D. The Board will review the policies in sections every other year.

V. Reference:

- Education Code Section 70902; Accreditation Standard IV.B.1.b & c