A. **Call to Order**

Ms. Garcia called the meeting to order at 6:00 p.m.

B. **Pledge of Allegiance**

Ms. Shapiro led the salute to the flag.

C. **Roll Call**

All members were reported present

D. **Approval of Minutes:** February 3, February 8, and March 1, 2012

It was moved by Ms. Acosta-Salazar seconded by Mr. Mendez, and carried unanimously to approve the minutes of February 3, February 8, and March 1, 2012.

E. **Presentations**

- Rio Hondo College Foundation Update (Kerry Franco)
- Sabbatical Leave Presentation (Aimee Mindes) - Postponed

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**BOARD OF TRUSTEES:** Angela Acosta-Salazar, Gary Mendez, Vicky Santana, Norma Edith García, Madeline Shapiro, Julianna Ojeda, Student Trustee
F. Open Communication for Public Comment

Ms. Yvette Stevenson-Rodriguez, addressed the board on the importance of SWEC and the value of water technology classes.

II. CONSENT AGENDA

81. It was moved by Ms. Shapiro, seconded by Ms. Acosta-Salazar and carried unanimously to approve the following Consent Agenda:

A. FINANCE & BUSINESS

1. Finance & Business Reports

   a. Purchase Order Report - Approved Purchase Order Report reviewing purchases for the preceding 60 days.


   c. Quarterly Report – Approved the Quarterly Financial Status Report CCFS-311Q for the period ending December 31, 2011.

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

   Approved the following staff members, and board members who could attend in the following educational conferences:

   Zulma Calderon, Shin Liu and Gabriela Olmos, to participate at the BlackBoard World 2012, on July 9-12, 2012 in New Orleans, LA.

   Alfred Forrest to participate at the National College Depression Program Collaborative Action Network (NCDP-CAN) on March 28-April 1, 2012, in New York, NY.

   Shin Liu to participate at the IT Faculty Development Institute (Android) on May 21-25, 2012, in Springfield, IL.

   Catherine Page to participate at the National Student Nurses Association 60th Anniversary Convention, on April 11-14, 2012, in Pittsburgh, PA.

   Vann Priest to participate at the Review Panel for the National Science Foundation Transforming Undergraduate Education (NSF/TUES) in Science, Technology, Engineering & Mathematics (STEM) on April 2-3, 2012 in Washington DC.

   Kathy Pudelko and Jodi Senk to participate at the National Strength & Conditioning Assoc. (NSCA) on April 13-15, 2012 in Las Vegas, NV.

   Lorraine Sfeir to participate at the Conference on College Composition & Communications on March 21-24, 2012 in St. Louis, MO.
3. **Approval Clinical Affiliation Agreements with AHMC Greater El Monte Community Hospital**

Approved the services of AHMC Greater El Monte Community Hospital to provide Rio Hondo Community College District Health Science students with clinical experience through February 2013.

4. **Renew Revenue Agreement – Quemetco, Inc.**

Approved revenue agreement between Rio Hondo College Automotive and Environmental Departments to provide 16-hour safety training sessions consisting of 10-hours of OSHA certification courses and 6-hours of customized safety training for Quemetco, Inc. employees. The Agreement will continue through December 31, 2014 with an option to renew for one (1) year thereafter. The training will be conducted on site at Rio Hondo College in the Auto Technology Department training rooms. The environmental training will consist of sixteen hours of instruction conducted on-site at Rio Hondo College in the Environmental Technology Department training rooms. Instructional rates for training will be $250.00 per instructional hour. Total revenue not to exceed $16,000.00. Materials are included in the cost of training. The training dates and times will be mutually agreed upon by both the College and Quemetco.

5. **Continuing Education**

   a. **Tereza Medina** – To instruct “Card Making Made Easy” Participants will be taught the basic foundation of card making from the types of paper to eye-catching designs and various techniques used in making lovely cards for all occasions. Dates of service will be March 15, 2012- June 30, 2012. Payment will be split 60% to Rio Hondo College and 40% to the consultant.

   b. **John Alvarez** – To instruct New York Style Salsa “On2” In this specialized salsa course, designed for those who would like to take their salsa dancing to the next level, you will learn how to dance salsa New York-Style, also known as “On2”. Perfect for those who want to learn how to lead/follow. All levels welcome. Come solo or with a partner. Dates of service will be March 15, 2012-June 30, 2012. Payment will be split 60% to Rio Hondo College and 40% to the consultant.

B. **PERSONNEL**

   1. **Academic**

      a. **Employment**

      Hourly as Needed, Intersession 2012

      BENNETT, John, Public Safety
      DAZA, Igor, Counseling
      HOVSEPIAN, Vik, Even./Week. College
      LIN-BUSH, Nunmin, Counseling
      PEREAU, Barry, Even./Week. College
      RICKMAN, Tracy, Public Safety
      WALLACE, Gerald, Public Safety
      CHEVCHYAN, Gaya, Counseling
      HERNANDEZ, Caesar, Career Tech.
      JACKSON, Connie, Counseling
      NORIEGA, Jennette, Counseling
      RAMIREZ-ATILANO, Rosanne, Couns.
      SUENG, Su-Chen, Behavioral & Social Sciences
Special Assignment, Spring 2012

The following instructor will be paid a $2,000 stipend, paid for by the Title V (IDEAS) Grant, for developing materials, literature, timelines, logistics and lead all recruitment for the 2012 Summer Bridge Program:

BEAN, Michelle

The following instructors will receive a $500 stipend each, paid for by Title V (IDEAS) grant, upon their completion of their role as Fast-Track Instructors:

BELL, Sharon, Comm./Lang.  CANDIDA, Celeste, Comm./Lang.
CASCELLA, Henry, Comm./Lang.  COWPER, David, Comm./Lang.
ENGLISH, Cameron, Mathematics  FLORES-OLSON, Raquel, Comm./Lang.
GASPAR, Georgia, Comm./Lang.  LAI, Wendy, Comm./Lang.
OKAMOTO, Tyler, Comm./Lang.  SEVILLA-MARZONA, Judy, Library

The following instructor will receive a $300 stipend, paid for by Title V grant, for attending three (3) "on-course for Student Success" workshops:

NORIEGA, Jennette, Counseling

2. Classified
   a. Employment

Regular Classified 2012

LIGHTNER, Barry, Evaluations Technician, Admissions & Records, 100%, 12 months, effective February 27, 2012

SOSSIKIAN, Masis, Police Academy Training and Operations Specialist, Public Safety, 45%, 12 months, effective March 1, 2012

The following employees are hired in the designated capacity with dedicated funding through June 30, 2012. If continued funding should not be available, 45-day notice shall be served:

ESTRADA, Evette, Children’s Center Aide, Child Development Center, 37.5%, 11.5 months, effective February 7, 2012

GARCIA, Elizabeth, Sr. Financial Aid Assistant, Financial Aid, 100%, 12 months, effective February 6, 2012

Substitute, 2012

CONTRERAS, Abelardo, Mechanic, Facilities Services, effective February 13, 2012

COREY, Danae, Custodian, Facilities Services, effective February 3, 2012

DIAZ, Lorraine, Instructional Assistant, Math Science Center, effective January 30, 2012

PARRA, Marcy, Instructional Assistant, Math Science Center, effective January 30, 2012

Short Term, 2012
b. **Promotion**

RUBY, Glendon, Senior Grounds Maintenance Worker, Facilities Services, 100%, 12 months, effective March 1, 2012

3. **Unrepresented, (AP 7130) 2011-12**

a. **Employment**

**Hourly**

ABED, Farzana, Tutor II, LAC  
ALLEN, Jeffrey, Tutor II, LAC  
AUSTIN, Sean, Tutor II, LAC  
BECK, Jonathan, Model, Arts & Cultural  
CIMPOALE, Laura, Tutor II, LAC  
DIAZ, George, Tutor II, LAC  
FERNANDEZ, April, Tutor II, LAC  
FULMER, Charles, Tutor II, LAC  
GOMEZ, Matthew, Tutor II, LAC  
LEON, Miguel, Tutor II, LAC  
MALONDA, Ralph, Tutor II, LAC  
MARTINEZ, Edemir, Tutor II, LAC  
NAJARRO, Alex, Tutor II, LAC  
RAMIREZ, Iiene, Tutor II, LAC  
SAMBILAY, Marion, Tutor II, LAC  
SANCHEZ, Oswaldo, Tutor II, LAC  
SANCOVAL, Arturo, Tutor II, LAC  
SISON, Melvin, Tutor II, LAC  
SUNAHARA, Elizabeth, Tutor II, LAC  
VAUGHNS, Regina, Interpreter/Trans for Deaf, Disabled Students  
YELTAN, Aycil, Model, Arts & Cultural

**Volunteers**

AVELAR, Yajaira, Child Devp. Ctr.  
ISLAS, Yesenia, Child Devp. Ct.  
NORTON, Threisa, Child Devp. Ctr.  
SHIPERD, Richard, Physical Ed.  
PRECIADO, Chentel, Child Devp. Ctr.  
ROJAS, Veronica, Career Tech. Ed.

**Students**

CHAVEZ, Deborah, Foundation  
ERICKSON, Justin, Financial Aid  
MENDOZA, Isabel, Facilities  
MENDOZA, Isabel, Physical Education

4. **Academic Rank**

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

**Professor**

Jeannette Duarte  
Communications and Languages  
Troy Flores-Olson  
Counseling & Student Development  
Alfred E. Forrest  
Student Health Services  
Mathew Koutroulis  
Physical Science

**Associate Professor**

Sharon Bell  
Communications and Languages  
Eugene Blackmun  
Business  
Scott Dixon  
Behavioral and Social Sciences  
Margaret Griffith  
Arts & Cultural Programs  
Patricia Luna  
Health & Sciences & Nursing
5. Evaluation of Academic Employees

At the Board of Trustees meeting on February 8, 2012, the Board of Trustees received statements and recommendations from the Superintendent/President regarding evaluations for second, third and tenured employees.

At this time the Board of Trustees must make a decision on the re-employment of these contract employees:

a. Re-employment of Academic employees:

1) First Contract Employees

It is recommended by the Superintendent/President that the following employees be re-employed pursuant to Education Code 87608 as second contract employees for the 2012-2013 academic year:

- Alan Archumbault, Mathematics
- Michelle Bean, Communications and Languages
- Libby Curiel, Communications and Languages
- Marius Dornean, Career Technical Education
- Kerry Farmer, Arts & Cultural Programs
- Juan Fernandez, Communications and Languages
- Jeannie Liu, Business
- Steve Johnson, Physical Education
- Moises Mata, Communications and Languages
- Gregory Miller, Mathematics
- Song Nguyet Graham, Counseling & Student Development
- Tyler Okamoto, Communications and Languages
- Mariano Zaro, Communications and Languages

2) Second Contract Employees

It is recommended by the Superintendent/President that the following second contract employees be re-employed pursuant to Education Code 87608.5 as third contract employees for the following two academic years 2012-2013 and 2013-2014:

- Katherin Brandt, Health Sciences & Nursing

3) Third Contract Employees (year 4)
It is recommended by the Superintendent/President that the following third contract employees be re-employed pursuant to Education Code 87609 as tenured employees for the academic year 2012-2013:

- Brian Brutlag  
  Behavioral and Social Sciences
- Scott Dixon  
  Behavioral and Social Sciences
- Shelly Ferrari  
  Health Sciences and Nursing
- Lydia Gonzalez  
  Mathematics
- Sergio Guzman  
  Counseling & Student Development
- Jorge Huinquez  
  Counseling & Student Development
- David Lindy  
  Career Technical Education
- Kelly Lynch  
  Behavioral and Social Sciences
- Ann Mansolino  
  Arts & Cultural Programs
- Krysa Mayer  
  Mathematics
- Robert Miller  
  Arts & Cultural Programs
- Daniel Osman  
  Communications and Languages
- Dorali Pichardo Diaz  
  Counseling & Student Development
- Jeronimo Ribaya  
  Math and Sciences
- Jennifer Tanaka-Hoshijo  
  Physical Education

III. ACTION ITEMS
A. FINANCE & BUSINESS
1. Consultants

82. It was moved by Mr. Mendez, seconded by Ms. Acosta-Salazar, and carried unanimously to approve the following Consultants:

a. William B. Braicov, Jr. – To provide services to mentor/guide/coach teacher assistants to develop their teaching skills in a supportive, mentored environment while guiding students in the many aspects of the teaching process. Dates of service are March 15, 2012 to February 28, 2013. Payment is not to exceed $800.00 from CTE-TEACH Teacher’s Pipeline Grant.

b. The Ken Blanchard Companies – To provide a ½ day of professional services for conflict resolution and trust building during the 2011-2012 Rio Hondo Leadership Academy Workshop session. Date of Service is Friday, April 6, 2012. Payment is not to exceed $1,500.00 from General Funds.

c. Jean McHatton – To provide services of recruiting, enrolling and coordinating grant activities with the high school and ROP partners. Dates of service are March 15, 2012 through February 28, 2013. Payment is not to exceed $3,000.00 from CTE-TEACH Teacher’s Pipeline Grant.

d. Elizabeth L. Tabb – To provide services to Tri-Cities ROP/California High School, to guide teacher assistants to develop their teaching skills in a supportive, mentored environment while guiding students in the many aspects of the teaching process. Dates of service are March 15, 2012 through February 28, 2013. Payment not to exceed $800.00 from CTE-TEACH Teacher’s Pipeline Grant.
e. Watson Adventure LLC – To service the Leadership Academy participants to the LA Natural History Museum on a Scavenger Hunt, in March 2012. Payment is not to exceed $645.00 from General Fund.

2. **Revised Course Fees – Santa Fe Springs Public Safety Training Center – Homeland Security Training Center (HLSTC)**

   It was moved by Mr. Gary Mendez, seconded by Ms. Ojeda, and carried unanimously that the Board of Trustees approved the following fee schedule and authorized the Administration to execute the appropriate documents on behalf of the District:

   a. Schedule of Fees per person for Governmental Agencies (up to the listed amounts as noted. Any future changes are due to increase in material costs such as wood, nails, particle board and fuel charges).

<table>
<thead>
<tr>
<th>Course</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Confined Space Training Awareness</td>
<td>$125.00</td>
</tr>
<tr>
<td>2. Confined Space Rescue (40 Hrs)</td>
<td>$495.00</td>
</tr>
<tr>
<td>3. Trench Rescue (16-20 Hrs)</td>
<td>$225.00</td>
</tr>
<tr>
<td>4. Auto Extrication (16-20 Hrs)</td>
<td>$195.00</td>
</tr>
<tr>
<td>5. ICS 200 and 300</td>
<td>$195.00</td>
</tr>
<tr>
<td>6. ICS Simulator Training (Min. 6 persons)</td>
<td>$225.00</td>
</tr>
<tr>
<td>7. Rescue System I (40 Hrs)</td>
<td>$595.00</td>
</tr>
<tr>
<td>8. Rescue System II (40 Hrs)</td>
<td>$650.00</td>
</tr>
<tr>
<td>9. Truck Academy (88 Hrs)</td>
<td>$1300.00</td>
</tr>
<tr>
<td>10. Hazmat 1A through Hazmat 1D (40 Hrs)</td>
<td>$650.00</td>
</tr>
<tr>
<td>11. Hazmat 1F &amp; G Module (40 Hrs)</td>
<td>$650.00</td>
</tr>
<tr>
<td>12. Low Angle Rescue (24 Hrs)</td>
<td>$225.00</td>
</tr>
<tr>
<td>13. RIC Training (24 Hrs)</td>
<td>$225.00</td>
</tr>
<tr>
<td>14. RIC Training (40 Hrs)</td>
<td>$495.00</td>
</tr>
<tr>
<td>15. Live Fire Flashover Training (8 Hrs)</td>
<td>$195.00</td>
</tr>
<tr>
<td>16. Live Fire, Fire Attack Training (8 Hrs)</td>
<td>$225.00</td>
</tr>
<tr>
<td>17. Driver Operator 1A (40 Hrs)</td>
<td>$395.00</td>
</tr>
<tr>
<td>18. Driver Operator 1B (40 Hrs)</td>
<td>$395.00</td>
</tr>
<tr>
<td>19. Hazmat Awareness (8 Hrs)</td>
<td>$125.00</td>
</tr>
<tr>
<td>20. Hazmat Operations (16-24 Hrs)</td>
<td>$250.00</td>
</tr>
</tbody>
</table>

   b. Schedule of Course Fees per person for Non-Governmental Agencies

<table>
<thead>
<tr>
<th>Course</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Confined Space Training Awareness</td>
<td>$175.00</td>
</tr>
<tr>
<td>2. Confined Space Rescue (40 Hrs)</td>
<td>$545.00</td>
</tr>
<tr>
<td>3. Trench Rescue (16-20 Hrs)</td>
<td>$275.00</td>
</tr>
<tr>
<td>4. Auto Extrication (16-20 Hrs)</td>
<td>$245.00</td>
</tr>
<tr>
<td>5. ICS 200 and 300</td>
<td>$245.00</td>
</tr>
<tr>
<td>6. ICS Simulator Training (Min. 6 persons)</td>
<td>$275.00</td>
</tr>
<tr>
<td>7. Rescue System I (40 Hrs)</td>
<td>$645.00</td>
</tr>
<tr>
<td>8. Rescue System II (40 Hrs)</td>
<td>$700.00</td>
</tr>
<tr>
<td>9. Truck Academy (88 Hrs)</td>
<td>$1600.00</td>
</tr>
<tr>
<td>10. Hazmat 1A through Hazmat 1D (40 Hrs)</td>
<td>$700.00</td>
</tr>
<tr>
<td>11. Hazmat 1F &amp; G Module (40 Hrs)</td>
<td>$700.00</td>
</tr>
<tr>
<td>12. Low Angle Rescue (24 Hrs)</td>
<td>$275.00</td>
</tr>
<tr>
<td>13. RIC Training (24 Hrs)</td>
<td>$275.00</td>
</tr>
</tbody>
</table>
14. RIC Training (40 Hrs) $545.00
15. Live Fire Flashover Training (8 Hrs) $245.00
16. Live Fire, Fire Attack Training (8 Hrs) $275.00
17. Driver Operator 1A (40 Hrs) $445.00
18. Driver Operator 1B (40 Hrs) $445.00
19. Hazmat Awareness (8 Hrs) $175.00
20. Hazmat Operations (16-24 Hrs) $300.00

3. **Surplus Property- Utility Van**

<table>
<thead>
<tr>
<th>Year</th>
<th>Make</th>
<th>Model</th>
<th>Vehicle Identification Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>1978</td>
<td>International</td>
<td>Utility Van</td>
<td>D0525HHA28325</td>
</tr>
</tbody>
</table>

84. It was moved by Ms. Acosta-Salazar, seconded by Ms. Shapiro and carried unanimously, that the Board of Trustees determined that the above referenced property is surplus and of insufficient value to defray the cost of arranging a sale and approved consignment of the vehicle to a local recycling center after its destruction in support of fire safety and extraction training.

4. **“L” Tower Seismic Upgrade Final Project Proposal (FPP) – PSMS Architects**

85. It was moved by Mr. Mendez, seconded by Ms. Shapiro, and carried unanimously, that the Board of Trustees approved the award of a contract to the PSMS Architects to prepare a Final Project Proposal (FPP) of Seismic upgrade for the “L” Tower in the amount of $85,000.00 from Bond Funds and authorized the Administration to execute the appropriate documents on behalf of the District.

5. **El Monte Educational Center Sewer Service – LA County Sanitation District**

86. It was moved by Ms. Ojeda, seconded by Ms. Garcia and carried unanimously, that the Board of Trustees approved the payment of a sewer connection fee of $4,439.77 from Bond Funds and authorized the Administration to execute the appropriate documents on behalf of the District.

6. **Award of Bid #2007 - Administration of Justice Building Window Shades – Contract Décor, Inc.**

87. It was moved by Ms. Acosta-Salazar, seconded by Ms. Shapiro, and carried unanimously, that the Board of Trustees approved the award of a contract for Bid #2007 for the Administration of Justice Building window Shades to Contract Décor, Inc. in the amount of $18,905.00 to be paid from Bond funds and authorized the Administration to execute the appropriate documents on behalf of the District.

7. **Grant – Career Technical Education/Teacher Preparatory Pipeline (CTE-TPP)**

88. It was moved by Ms. Acosta-Salazar, seconded by Ms. Santana and carried unanimously, that the Board approved the Career Technical Education – Teacher Preparatory Pipeline Grant in the amount of $120,000.00 and has a
performance period beginning February 1, 2012 and continuing through June 28, 2013; and authorized the Administration to execute the appropriate documents on behalf of the District.

8. **Website Development and Webhosting for Career Technical Education CTE-Transitions Program – Uptown Studios**

   It was moved by Ms. Acosta-Salazar, seconded by Mr. Mendez and carried unanimously, that the Board of Trustees approved Uptown Studios to provide website and hosting services for Career Technical Education's CTE-Transitions program in an amount not to exceed $16,715.00 the first year from the SB70 Grant and authorized the Administration to execute the appropriate documents on behalf of the District.

9. **Approve Revenue Agreement – El Camino College District Business Training Center**

   It was moved by Mr. Mendez, seconded by Ms. Santana and carried unanimously, that the Board of Trustees approved the revenue agreement with the El Camino College Business Training Center and authorized the Administration to execute the appropriate documents on behalf of the District.

10. **Approve Revenue Agreement – San Diego Miramar College Advanced Transportation Technology & Energy (ATTE) - Program**

    It was moved by Ms. Acosta-Salazar, seconded by Mr. Mendez and carried unanimously, that the Board of Trustees approved the revenue agreement with the San Diego Miramar College ATTE Program and authorized the Administration to execute the appropriate documents on behalf of the District.

11. **Award of Bid #2010 – Student Services Building; Installation of a Steel Plate – DCL Construction**

    | Contractor                                      | Base Proposal |
    |-------------------------------------------------|---------------|
    | 1) DCL Construction, Hacienda Heights, CA       | $ 21,505.00   |
    | 2) Robert Gosney Construction, Hesperia, CA     | $ 32,217.00   |
    | 3) Fast Track Construction Corporation, Culver City, CA | $ 33,500.00  |
    | 4) Fortex Construction, Fullerton, CA           | $ 39,860.00   |
    | 5) Simple Design, Los Angeles, CA              | $ 54,500.00   |
    | 6) The Richards Group, Murrieta, CA            | $ 57,400.00   |

   It was moved by Ms. Ojeda, seconded by Ms. Santana and carried unanimously, that the Board of Trustees approved the award of a contract for Bid #2010 for the Student Services Building; Installation of a Steel Plate to DCL Construction in the amount of $21,505.00 to be paid from Bond funds and authorized the Administration to execute the appropriate documents on behalf of the District.

12. **Award of Bid #2008 – Student Services Building; Automatic Door**

March 14, 2012

11

Rio Hondo Community College District
Board of Trustees Regular Meeting
Operators – Gamma Builders

Contractor Base Proposal
1) Gamma Builders, Irvine, CA $ 43,298.00
2) IPI Construction, Panorama, CA $ 45,888.00
3) C.E Fry Construction, Upland, CA $ 49,940.00
4) PUB Construction, Diamond Bar, CA $ 58,000.00
5) Keystone Builders, Los Angeles, CA $ 59,915.00
6) Mallcraft Inc., Pasadena, CA $ 66,000.00

93. It was moved by Mr. Mendez, seconded by Ms. Ojeda and carried unanimously, that the Board of Trustees approved the award of a contract for Bid #2008 for the Student Services Building; Automatic Door Operators to Gamma Builders in the amount of $43,298.00 to be paid from Bond funds and authorized the Administration to execute the appropriate documents on behalf of the District.

13. El Monte Educational Center Water Service – City of El Monte

94. It was moved by Ms. Shapiro, seconded by Ms. Garcia and carried unanimously, that the Board of Trustees approved the payment of a deposit to the City of El Monte in the amount of $15,000.00 from Bond funds and authorized the Administration to execute the appropriate documents on behalf of the District.


95. It was moved by Ms. Ojeda, seconded by Ms. Acosta-Salazar and carried unanimously, that the Board of Trustees approved the award of a contract to Kendall Sign Inc. for installation of building signage on the Student Services and Student Union Buildings for a total amount of $14,690.00 from Bond funds and authorized the Administration to execute the appropriate documents on behalf of the District.

15. Student Services Building – Additional Furniture Procurement

96. It was moved by Ms. Ojeda, seconded by Mr. Mendez and carried unanimously, that the Board of Trustees approved the purchase of additional furniture for the Student Services Building for a total amount of $96,798.95 from Bond funds and authorized the Administration to execute the appropriate documents on behalf of the District.

16. Expansion of the Human Resources Department – DCL Construction

97. It was moved by Ms. Acosta-Salazar, seconded by Ms. Santana and carried unanimously, that the Board of Trustees approved the award of a contract to DCL Construction for expansion of the Human Resources Department in an amount not to exceed $14,825.00 from Bond funds and authorized the Administration to execute the appropriate documents on behalf of the District.

17. Fire Alarm System for the Applied Technology Modular Buildings
   Simplex Grinnell
It was moved by Mr. Mendez, seconded by Ms. Acosta-Salazar and carried unanimously, that the Board of Trustees approved the award of a contract to Simplex Grinnell for expansion of the Applied Technology fire alarm system into two modular buildings for a total amount of $8,696.39 from Bond funds and authorized the Administration to execute the appropriate documents on behalf of the District.

B. PRESIDENT’S OFFICE
1. California Community College Trustees (CCCT) Board of Directors Election 2012
It was moved by Mr. Mendez, seconded by Ms. Acosta-Salazar and carried unanimously to cast a ballot for the following to be included in the CCCT Board of Directors Election 2011:
- Angela Acosta-Salazar, Rio Hondo CCD
- Manny Ontiveros, North Orange County CCD
- Tina Park, Los Angeles CCD
- Ann H. Ransford, Glendale CCD
- Deborah LeBlanc, Compton CCD
- Greg Bonaccorsi, Ohlone CCD
- Chris Stampolis, West Valley-Mission CCD

2. Resolution #031412 to support Automatic Backfill of Fee and Property Tax Shortfall
It was moved by Ms. Shapiro, seconded by Mr. Mendez and carried unanimously to approve the Resolution #031214 to support Automatic Backfill of Fee and Property Tax Shortfall and direct the Superintendent/President to send this resolution to each member of the State Legislature who represents the Rio Hondo Community College District.

C. ACADEMIC AFFAIRS
1. Curriculum items
It was moved by Ms. Shapiro, seconded by Ms. Acosta-Salazar and carried unanimously to approve the following curriculum items:

a. New Courses that are Part of an Existing Program

The following courses have been recommended for inclusion in our offerings and the catalog effective Fall 2012:

ARCH 236: Architecture Design Studio II (Career and Technical Education)
Degree Applicable; (4 Units)
Transfers to: CSU

**Justification:** The purpose of this course is to meet university lower division design studio requirements for architecture schools and develop a portfolio for students transferring to a five year bachelors (BA) program in architecture. The design studio course would be accompanied by a portfolio of the students work to be evaluated for placement at the university level and would better prepare students for evaluation for employment in the
Architectural drafting field. The course content will give students the ability to develop concepts and actual site solutions addressing questions that will integrate problem solving for various architectural issues. Students will create projects that will prepare them to understand the demands of design. Students will create and develop solutions that integrate well with the site and surroundings.

ARCH 261: Revit for Advanced BIM Architectural, Structural and MEP Applications
(Career and Technical Education)
Degree Applicable; (4 Units)
Transfers to: CSU
Justification: Advanced BIM (Building Information Modeling) applications extends the fundamentals of the Arch 260 class to include Structural, Mechanical, Electrical and Plumbing extensions of the Autodesk Revit Building software. Students will work on both group and individual projects to create and present three-dimensional representation of architectural solutions. Students will also learn the basic process and workflow in creation of Revit Families for use in building models. Course may be counted once towards the major and repeated three times to enhance student’s skills and proficiency levels, or repeated due to content change or software updates.

BIOL 105: Human Biology
(Mathematics and Sciences)
Degree Applicable; (3 Units)
Transfers to: CSU
Justification: Currently there is no course within the Biology curriculum that addresses the functions of human biology that is intended for a non-science student. The Biology Dept. considers issues of normal human function and health to be of utmost importance to the society as a whole and therefore a crucial element in a liberal arts education.

ECON 135: International Political Economy
(Behavioral & Social Sciences)
Degree Applicable; (3 Units)
Justification: In an increasingly interconnected world in which peoples of all nations are interdependent, students of all majors need to be aware of the intersection of economics and politics in the global system. At the Economics conference addressing the Transfer Curriculum Model (TCM) degrees, it was stated that Economics needs more of an international orientation in AA applicable course offerings. This course also meshes well with Political Science courses in International Relations and Comparative Politics and is potentially transferable to UC’s and Cal States for general education and major preparation.

LAND 103: Landscape Architecture Theory and Form
(Career and Technical Education)
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 urban development pressures create demand for effective landscape design responses and solutions. As an indication of this trend, the Landscape Architecture program at CSUP has 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. This course is a continuation of LAND 102 that provides the skills and knowledge necessary for students who plan to transfer to CSUP as 2nd-year students.

LIT 117H: Mexican Literature in Translation
(Communications and Languages)
Degree Applicable; (3 Units)
Transfers to: CSU

Justification: This course introduces students to the complexity and historical depth of Mexican literatures that form an essential part of the heritage of the southwestern United States in general and California in particular. Such exposure will add cultural context and intellectual depth to the coursework of general education students as well as students studying literature, culture, Chicano studies, and teaching. The honors program at Rio is growing; thus, this course will increase students’ choices to fulfill the honors requirements.

LIT 142H: Introduction to Shakespeare
(Communications and Languages)
Degree Applicable; (3 Units)
Transfers to: CSU

Justification: This course is designed for students who intend to major in English and for those who wish to study the works of Shakespeare in depth. The honors program at Rio is growing; thus, this course will increase students’ choices to fulfill the honors requirements.

MATH 033: Fast-Track Prealgebra
(Mathematics and Sciences)
Degree Applicable; (4 Units)

Justification: Most Rio Hondo students have not mastered all the pre-collegiate math skills that they need to be successful in college level math courses, hence they need review of the topics they still have not mastered. Determining which topics are still below mastery level can best be handled through sophisticated computer software, which can then remediate those specific
topics for each individual, without spending extra time on the topics the student has already mastered.

Our current curriculum for basic skills math classes uses 4 classes, totaling 17 hours per week in the class room, with extensive overlapping of topics between the classes, since mastery of the topics is not required to exit a class. The three new courses being proposed, totaling 12 hours per week in the class room, will involve very little overlap of topics between the classes, by requiring students to demonstrate mastery of the topics before exiting the class successfully.

The current research being conducted on math course redesign using computer software has been successful in improving student success in the developmental math stream, but there still appear to be gaps in the students’ critical thinking when attempting to apply the skills they have learned to new situations. Therefore, we wish to incorporate weekly critical thinking activities in the course that will address these deficiencies.

**MATH 053: Fast-Track Elementary Prealgebra**  
*(Mathematics and Sciences)*  
Degree Applicable; (4 Units)  
**Justification:** Most Rio Hondo students have not mastered all the pre-collegiate math skills that they need to be successful in college level math courses, hence they need review of the topics they still have not mastered. Determining which topics are still below mastery level can best be handled through sophisticated computer software, which can then remediate those specific topics for each individual, without spending extra time on the topics the student has already mastered.

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**MATH 073: Fast-Track Intermediate Prealgebra**  
*(Mathematics and Sciences)*  
Degree Applicable; (4 Units)  
**Justification:** Most Rio Hondo students have not mastered all the pre-collegiate math skills that they need to be successful in college level math courses, hence they need review of the topics they still have not mastered. Determining which topics are still
below mastery level can best be handled through sophisticated computer software, which can then remediate those specific topics for each individual, without spending extra time on the topics the student has already mastered.

Our current curriculum for basic skills math classes uses 4 classes, totaling 17 hours per week in the classroom, with extensive overlapping of topics between the classes, since mastery of the topics is not required to exit a class. The three new courses being proposed, totaling 12 hours per week in the classroom, will involve very little overlap of topics between the classes, by requiring students to demonstrate mastery of the topics before exiting the class successfully.

The current research being conducted on math course redesign using computer software has been successful in improving student success in the developmental math stream, but there still appear to be gaps in the students' critical thinking when attempting to apply the skills they have learned to new situations. Therefore, we wish to incorporate weekly critical thinking activities in the course that will address these deficiencies.

**MATH 190H: Calculus I**  
(Mathematics and Sciences)  
Degree Applicable; (4 Units)  
Transfers to: CSU  
**Justification:** MATH 190 is required for those students majoring in engineering, mathematics, computer science and physical sciences. MATH 190H will give highly motivated students an enriched Calculus experience and an edge when they apply for transfer.

**POLIS 135: International Political Economy**  
(Behavioral & Social Sciences)  
Degree Applicable; (3 Units)  
**Justification:** In an increasingly interconnected world in which peoples of all nations are interdependent, students of all majors need to be aware of the intersection of economics and politics in the global system. At the Economics conference addressing the Transfer Curriculum Model (TCM) degrees, it was stated that Economics needs more of an international orientation in AA applicable course offerings. This course also meshes well with Political Science courses in International Relations and Comparative Politics and is potentially transferable to UC’s and Cal States for general education and major preparation.

**THTR 154: Stage Audio**  
(Arts and Cultural Programs)  
Degree Applicable; (3 Units)  
**Justification:** This course will provide students with the knowledge and skills to design, organize, assemble, operate and maintain stage audio equipment in a theatrical environment. The 2010 Program Review process for the Arts and Cultural Programs Department identified the need for intensive technical theater courses to prepare
students for the competitive and lucrative careers available in the technical theater industry. Other local State Community Colleges offer comparable courses. The course is designed to give students the ability to enter the theatrical audio industry as an audio technician and sound board operator.

**THTR 159: Stage Crew Activity**  
*(Arts and Cultural Programs)*  
Degree Applicable; (0.5-3 Units)  
**Justification:** This course will provide students with practical experience to apply skills learned in Lecture and Lab classes in a public performance environment. The 2010 Program Review process for the Arts and Cultural Programs Department identified the need for intensive technical theater courses to prepare students for the competitive and lucrative careers available in the technical theater industry. Other local State Community Colleges offer comparable courses. The course is designed to give students practical experience in the technical theater disciplines.

**THTR 174: Introduction to Stage Costume**  
*(Arts and Cultural Programs)*  
Degree Applicable; (3 Units)  
**Justification:** This course will provide students with the knowledge and skills necessary to work backstage preparing, changing and maintaining costumes before and during performances; research, sketch, design, and construct costumes and costume accessories; and, organize and evaluate costumes in the theatrical environment. The 2010 Program Review process for the Arts and Cultural Programs Department identified the need for intensive technical theater courses to prepare students for the competitive and lucrative careers available in the technical theater industry. Other local State Community Colleges offer comparable courses. The course is designed to give students the ability to enter the theatrical costume industry as a costume technician or costume design assistant/specialist.

b. **Unit Change**  
The following courses have been recommended for a unit change to reflect an increase/decrease in course content effective Fall 2012:

**ENGL 101: College Composition and Research**  
**Unit Change:**  
FROM: 3 Units  
TO: 3.5 Units

**ENGL 201: College Advanced Composition and Critical Thinking**  
**Unit Change:**  
FROM: 3 Units  
TO: 3.5 Units

**HUSR 199: Fieldwork in Human Services**  
**Unit Change:**  
FROM: 3 Units  
TO: 3-4 Units

**JOUR 110: Press Photography**
Unit Change: FROM: 2 Units
TO: 3 Units

PAC 075B: Basic Police Recruit Class-Level III Module
Unit Change: FROM: 3 Units
TO: 5 Units

c. **Prefix/Unit/Number/Change**

The following courses have been recommended for a prefix/number change to reflect an increase/decrease in course content effective Fall 2012:

ESL 010: English as a Second Language (ESL)
Unit Change: TO: 3.5 Units
Prefix/Number Change: TO: ENLA 014

ESL 024A: Basic Vocabulary
Prefix/Number Change: TO: ENLA 011

ESL 025: ESL Basic Grammar
Unit Change: TO: 3 Units
Prefix/Number Change: TO: ENLA 013

ESL 027: English as a Second Language (ESL) – Composition
Unit Change: 3.5 Units
Prefix/Number Change: TO: ENLA 024

ESL 028A: ESL Speaking and Listening
Prefix/Number Change: TO: ENLA 012

ESL 028B: ESL Advanced Speaking and Listening
Prefix/Number Change: TO: ENLA 022

ESL 028C: Pronunciation and Accent Reduction
Prefix/Number Change: TO: ENLA 032

ESL 197: English as a Second Language
Unit Change: TO: 3.5 Units
Prefix/Number Change: TO: ENLA 034

ESL 198: English as a Second Language (ESL) – Advanced Composition
Unit Change: TO: 3.5 Units
Prefix/Number Change: TO: ENLA 100

d. **New Program**

The following certificates/degrees have been recommended for inclusion in our offerings and catalog effective FALL 2012:

Certificate of Skill Proficiency – Computerized Accounting
(16–16.5 Units)

Certificate of Skill Proficiency – Income Tax Preparer
(5.5 Units)
Certificate of Achievement – Transmission Service  
(15 Units)

Certificate of Achievement – Engine Repair & Machining  
(14 Units)

Certificate of Achievement – Brake and Suspension Service  
(18 Units)

Certificate of Achievement – Automotive Electrical, Fuel and Safety Systems  
(15 Units)

A.A. Degree – Human Services  
(19-19.5 Units)

e. Program Change
The following certificates/degrees have been recommended for inclusion in our offerings and catalog with the following changes effective FALL 2012:

Certificate of Achievement: Automotive Collision Repair & Painting  
Unit Change: TO: 24 Units

A.S. Degree: Automotive Collision Repair & Painting  
Unit Change: TO: 24 Units

Certificate of Achievement: General Service Technician  
Unit Change: TO: 18 Units

A.S. Degree: Mass Communications with the Mass Media Specialization  
Unit Change: TO: 31 Units

A.S. Degree: Mass Communications with the Print Media Specialization  
Unit Change: TO: 38 Units

Certificate of Achievement: Mass Communications with the Print Media Specialization  
Unit Change: TO: 41 Units

Certificate of Achievement: Mass Media  
Unit Change: TO: 31 Units

f. Deletion from Curriculum
The following course/program has been recommended for deletion from our curriculum:

SPCH 004: Group Discussion

*UC transfer process in progress for courses where applicable
IV. INFORMATION ITEMS

1. Building Program – Mr. Jim Sinsheimer, Program Manager, gave an update on the Building Program.

2. Bond Expenditure Report

3. Status on Unresolved Board Policies and Administrative Procedures – The following status on unresolved board policies and administrative procedures was provided to the Board:

   BP 4020 Program and Curriculum Development; Dr. Martinez, myself, Fran Cummings and Marie Eckstrom met on February 27th. Dr. Martinez will follow up with the Board of Trustees on this BP.

   AP 4020 Program and Curriculum Development; Academic Senate passed the recommended revisions at the end of Fall semester. This AP is ready to go through the regular review process. Both CCLC updates and recommendations from the Academic Senate are noted on the existing draft procedure.

   AP 4230 Grading Symbols; Academic Senate passed the recommended revisions at their February 7th meeting. Both CCLC updates and recommendations from the Academic Senate are noted on the existing draft procedure. It will now go through the regular review process. I anticipate sending this AP to the Board for review at the April meeting.

   AP 4232 Credit/No Credit; Academic Senate passed the revisions at its February 7th meeting and is recommending the updates to this procedure. Both CCLC updates and recommendations from the Academic Senate are noted on the existing draft procedure. It will now go through the review process. Anticipate sending to the Board for review at the April meeting.

   AP 4225 Course Repetition; Academic Senate passed the recommended revisions at their February 7th meeting. Fran Cummings is finalizing the draft AP. Anticipate sending this AP to the Board for review at the April meeting.

   AP 4105 Distance Education; The Instructional Technology Committee met on February 21st and reviewed this AP at their meeting. The draft will be going to Academic Senate for approval during the month of March. Anticipate sending to the Board for review at the April meeting.

   AP 3720 Computer & Network Usage; This AP needs to be returned to PFC in the month of March. Anticipate sending this AP to the Board for review at the April meeting.

   AP 4260 Pre-requisites and Co-requisites; The statewide Curriculum Committee is meeting in March to review guidelines that were released on February 7th. Once finalized, Academic Senate will address.

   PFC-SC Bullying; CCLC has mentioned including recommended language in
V. STAFF AND BOARD COMMENTS

VI. CLOSED SESSION
The Board recessed the meeting to Closed Session at 7:54 p.m. The Board reconvened the meeting at 9:25 p.m. and reported the following action from Closed Session:

Pursuant to Section 54956.8:
- CONFERENCE WITH REAL PROPERTY NEGOTIATOR
  - 11515 S. Colima Road, Whittier, California
  - 3017 Tyler Avenue

Pursuant to Section 54956.9(b)
- CONFERENCE WITH LEGAL COUNSEL - Anticipated Litigation (6 cases)

Pursuant to Title 5, Section 59328-59338
- UNLAWFUL DISCRIMINATION COMPLAINT

Pursuant to Section 54957
- PUBLIC EMPLOYEE DISCIPLINE / DISMISSAL / RELEASE

Pursuant to Section 54957.6
- CONFERENCE WITH LABOR NEGOTIATOR
  Agency Negotiator: Teresa Dreyfuss
  Employee Organization: CSEA, RHCF

102. It was moved by Ms. Shapiro, seconded by Ms. Acosta-Salazar and carried unanimously, that the Board of Trustees approves student expulsion – student I.D. #000-82-6695.

103. It was moved by Mr. Mendez, seconded by Ms. Acosta-Salazar and carried unanimously, that the Board of Trustee rejects Butler (Cathy) v. Rio Hondo Community College District claim.

VII. ADJOURNMENT
Ms. Garcia adjourned the meeting at 9:30 p.m. in memory of Irene Esparza Portillo. The next regular meeting of the Board of Trustees will be held on April 11, 2012, 6:00 p.m., Rio Hondo College, Board Room, 3600 Workman Mill Road, Whittier, California.