I. CALL TO ORDER

A. Call to Order

Ms. Santana called the meeting to order at 6:02 p.m.

B. Pledge of Allegiance

Student Trustee Carroll led the pledge of allegiance.

C. Roll Call

Ms. Garcia was reported absent but later arrived at 6:04 p.m.

D. Open Communication for Public Comment

No comments from the public.

II. STUDY SESSION – BOARD RETREAT

- Educational Master Plan - Howard Kummerman, Dean of Institutional Research and Planning, reviewed the draft Educational Master Plan with the Board of Trustees (see attached).

BOARD OF TRUSTEES: Gary Mendez, Vicky Santana, Norma Edith García, Mary Ann Pacheco, Madeline Shapiro, Caroline Carroll, Student Trustee
• **Facilities Master Plan / Special Bond Projects** - Peter Mitsakos, West Edge Architects, reviewed the draft Facility Master Plan with the Board (see attached).

• **Information Technology Plan** – Gary Van Voorhis, Director of Information Technology Services, reviewed the draft Information Technology Plan with the Board (see attached).

The student trustee left at this point of the meeting.

### III. CLOSED SESSION

Ms. Santana indicated that Closed Session would be postponed to the next meeting. The Superintendent/President will send the Board the evaluation instrument for the CEO Evaluation.

*Pursuant to Section 54957:*

- **PUBLIC EMPLOYEE PERFORMANCE EVALUATION**
  - Superintendent/President

### IV. ADJOURNMENT

45. On motion of Ms. Pacheco, seconded by Ms. Shapiro, the Board voted by unanimous vote of the five members present [Garcia, Mendez, Pacheco, Santana, Shapiro] to adjourn the meeting in memory of Adrian Castro, the student from El Monte Union High School District that passed away in the recent bus crash and announced the date of the next meeting:

Date of Next Special Meeting: Saturday, May 3, 2014, 11:30 a.m. (Rio Hondo College, Board Room, 3600 Workman Mill Road, Whittier).
**Educational Master Plan**

**Purpose**
- Five-year Strategic Directions and educational outlook.
- Framework for Institutional Goals & Objectives.
- Projections of enrollment and FTES.
- Evaluation mechanism – 1, 3, 5 years.

**Status**
- Initial outline
- Introduction & structure
- Scans populated by IRP
- Strategic Directions and Institutional Goals & Objectives
- Master Plan sections populated by Student Services & Academic Affairs
- Projections provided by President

**Timeline**
- Institutional Planning Retreat
  - Mission Statement – April 2013
  - Strategic Directions – April 2014
- Detailed document review – May/June 2014
  - Board of Trustees
  - Campus Community
  - Members of the Community
- Final Revisions June/July 2014
- Accreditation Self Evaluation – July 2014

**Major Sections**
- Introduction
- External & Internal Scans
- Master Plan
- Implications & Conclusions

**Introduction**
Introduction

- The Educational Master Plan is an essential document for a college's strategic planning process. Along with the Vision, Mission, and Values, as well as the Strategic Directions, the Educational Master Plan (EMP) forms the foundation of a college's five-year plan.

- An EMP provides a framework for implementing the Mission and Strategic Directions. Based on external and internal scans and the current plans of the college's programs and areas, the EMP is a road map for the upcoming five years. It sets specific objectives and measures for what the college is to be five years from now.

History

Rio Hondo Community College District is a single-college district encompassing 65.5 square miles in southeastern Los Angeles County. The College's primary communities are El Monte, Pico Rivera, Santa Fe Springs, South El Monte, and Whittier; the District also includes portions of Industry, Downey, La Mirada, La Puente, and Norwalk, as well as some unincorporated areas of Los Angeles County.

Headcount and Full-Time Equivalent Students (FTES)

Gender

- Annual 2011-2012
- Annual 2010-2011
- Annual 2009-2010
- Annual 2008-2009
- Annual 2007-2008
**Ethnicity**

![Ethnicity Chart]

**Ethnicity 5-Year**

<table>
<thead>
<tr>
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<tbody>
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<td>Hispanic</td>
<td>46.1%</td>
<td>48.0%</td>
<td>52.3%</td>
<td>59.4%</td>
<td>64.5%</td>
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<tr>
<td>White Non-Hispanic</td>
<td>10.4%</td>
<td>10.1%</td>
<td>12.4%</td>
<td>14.8%</td>
<td>13.5%</td>
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<tr>
<td>Unknown</td>
<td>32.7%</td>
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<td>24.5%</td>
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<td>Asian</td>
<td>6.1%</td>
<td>5.7%</td>
<td>6.0%</td>
<td>7.3%</td>
<td>7.8%</td>
</tr>
<tr>
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<td>0.4%</td>
<td>0.2%</td>
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<td>Multi-Ethnicity</td>
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<td>0.0%</td>
</tr>
<tr>
<td>American Indian</td>
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<td>0.3%</td>
</tr>
<tr>
<td>Native Hawaiian</td>
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<tr>
<td>Pacific Islander</td>
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<td>0.2%</td>
<td>0.2%</td>
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**Age Groups**

![Age Group Chart]

**Age Group Percentage**

<table>
<thead>
<tr>
<th>Age Group</th>
<th>Annual 2011-2012</th>
<th>Annual 2011-2012</th>
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</thead>
<tbody>
<tr>
<td>19 or Less</td>
<td>7,285</td>
<td>23.8%</td>
</tr>
<tr>
<td>20 to 24</td>
<td>9,303</td>
<td>30.4%</td>
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<tr>
<td>25 to 29</td>
<td>4,225</td>
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<tr>
<td>30 to 34</td>
<td>2,741</td>
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<tr>
<td>35 to 39</td>
<td>1,961</td>
<td>6.4%</td>
</tr>
<tr>
<td>40 to 49</td>
<td>2,839</td>
<td>9.3%</td>
</tr>
<tr>
<td>50 +</td>
<td>2,217</td>
<td>7.3%</td>
</tr>
<tr>
<td>Unknown</td>
<td>3</td>
<td>0.0%</td>
</tr>
<tr>
<td>Rio Hondo Total</td>
<td>30,574</td>
<td>100.0%</td>
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**Educational Master Plan**

**State and Local Economic Outlook**

- This chapter of the External and Internal Scans addresses Rio Hondo's economic and employment context. It begins with a summary of the state and local economic outlook. This is followed by a review of labor market information for the college’s service area. Finally, there is a competitive scan of career-technical education programs offered by neighboring community colleges.
April 23, 2014

Rio Hondo Community College District
Board of Trustees Special Meeting
College Projections

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<tbody>
<tr>
<td>Growth</td>
<td>1.70%</td>
<td>3%</td>
<td>2.50%</td>
<td>3%</td>
<td>2%</td>
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</table>

Budget Outlook

The California Legislative Analyst's Office (LAO) fiscal outlook for the State of California for the next five years reflects continued improvement in the State's finances. Though the Governor of California urged financial restraint for fiscal year 2013-14, with continuing increased State revenues, the budget situation for fiscal year 2014-15 and thereafter is encouraging.

Educational Master Plan

Implications & Conclusions

- Link to Technology Plan
- Link to Facilities Master Plan

Implications & Conclusions

Educational Master Plan

Board of Trustees Master Plan Update
Facilities Master Plan Update
Background & Process Presentation

April 23, 2014

Presented by

West Edge Architects

MISSION STATEMENT

Rio Hondo College is committed to the success of its diverse students and communities by providing dynamic educational opportunities and resources that lead to associate degrees, certificates, transfer, career and technical pathways, basic skills proficiency, and lifelong learning.
**PURPOSE**

- Update the 2006 Facilities Master Plan
- Summarize construction progress, including planning efforts for forthcoming projects
- Determine effectiveness of completed projects through post-occupancy feedback from the College Community

**RELEVANCE**

*The Master Plan Update is a critical to:*

- Educational Master Plan
- I.T. Master Plan
- Coordination with the State Chancellor’s Office
- Planning for changes to enrollment and maintenance/operations budgets
- Demonstrating demand for facilities and eligibility for future State funding of construction projects
OTHER COMPLETED PROJECTS

• Expanded On-Campus Tram System (Non-Bond Funded)
• Campus Signage and Wayfinding Program
• Campus-Wide Landscape & Hardscape
• Site Utility Infrastructure
• Campus-Wide Exterior Building Painting
• Partial Re-Striping of Surface Parking Lots
• Computer Hardware Purchase & Replacement
• Computer Software Purchase
• Improvement to Child Development Center Playground
• Installation of a “Blue Light” System on Campus
COMPLETED PROJECTS

1 ADMINISTRATION OF JUSTICE BUILDING

COMPLETED PROJECTS

2 APPLIED TECHNOLOGY BUILDING
COMPLETED PROJECTS

3 CENTRAL PLANT

4 KINESIOLOGY, DANCE, & ATHLETICS
COMPLETED PROJECTS

5 LEARNING RESOURCE CENTER

COMPLETED PROJECTS

STUDENT SERVICES BUILDING
COMPLETED PROJECTS

STUDENT UNION BUILDING

CAMPUS QUAD
COMPLETED PROJECTS

② EAST CAMPUS DROP-OFF

COMPLETED PROJECTS

③ PEDESTRIAN BRIDGE TO PARKING LOT ‘A’
COMPLETED PROJECTS

EL MONTE EDUCATIONAL CENTER

SOUTH WHITTIER EDUCATIONAL CENTER
PLANNED PROJECTS

Library Tower Renovation
- Seismic Retrofit
- Enables relocation of College Administration from Administration Building
- Makes Administration Building available for renovation and change of use

Arts Building & Demolition of Campus Inn
- Addresses deficiencies in existing instructional spaces for the arts programs
- Makes portions of Business Building available for renovation and change of use (see below)

Music Building & Wray Theater Renovation
- Addresses deficiencies in existing instructional and performance spaces
- Improves technology, energy efficiency, and accessibility

Administration Building Renovation
- Expand instructional spaces
- Relocation of Bookstore and Print Shop
- Improve technology and potential seismic retrofit (if required)

Business Building Renovation
- Expand instructional spaces
- Improve technology and energy efficiency

NEW BUILDINGS
1. Arts Building (requires demolition of Campus Inn)

RENOVATION
1. Library Tower Renovation
2. Music Building & Wray Theater Renovation
3. Administration Building Renovation
4. Business Building Renovation

*see following page for additional information.
**CRITICAL ISSUES | Access & Orientation**

- Campus access has and will continue to serve as a primary factor in establishing the goals of the Facility Master Plan

- Access & Orientation refers to:
  1. Challenges inherent to a hillside campus
  2. Campus legibility & navigability
  3. Increasing community access to modern facilities, resources, programs, and technology

**CRITICAL ISSUES | Serving the Community**

- Serving the community is the primary goal of the Facilities Master Plan

- **Off-Site Centers**
  - Facilities at SWEC and EMEC are currently used for both specialized training and general education.
  - The capacity of these facilities can be greatly increased.
  - Off-Site centers could serve as nodes for “gateway programs” that eventually result in students attending programs on the main campus.
  - Off-site Centers would be developed with respect to locations of existing population centers and programming established to fill existing or strongly evidenced potential need.
CRITICAL ISSUES | Accommodating Growth

- The 2002 Educational Master Plan (EMP) projected a 2% annual growth of enrollments.
- The demand for facilities outlined by the 2006 Facilities Master Plan (FMP) is based, in part, on the the 2002 EMP growth projection.
- Enrollment growth was suppressed as a result of budget cuts stemming from the State depressed economy.
- State funding for community colleges is anticipated to increase in the near-term as the fiscal condition of the State continues to improve.
- The rate of long term growth is currently under review as part of the effort to update the Educational Master Plan. Adjustments to the Facilities Master Plan will be made in future updates if required to accommodate growth at a more accelerated rate than previously anticipated.

CRITICAL ISSUES | Parking

- Current parking demand exceeds capacity during the first couple of weeks of each semester.

- The College has undertaken several initiatives to increase the utilization of available parking:
  1. Parking availability is displayed to drivers entering the campus from Workman Mill Road.
  2. The tram system has been expanded through the acquisition of new vehicles and increased number of stops in remote spaces in terraced parking lots.
  3. Completion of the Upper Terrace Walk will improve the connection of remote lots to the main campus quad.
  4. Off-campus parking is utilized during the first few weeks of the Fall Semester, when demand is highest. This is not necessary at any other time of the year.

- Anticipated growth will continue to put pressure on available resources.

- Several strategies for increasing parking capacity were developed during the 2010 Master Plan Update.
POTENTIAL PLAN COMPONENTS

During the 2010 Master Plan Update, a study was conducted to better understand the physical limitations of the campus and its capacity for growth.

The study concluded that, while it would be wise to reserve the level portions of campus currently occupied by Parking Lots ‘B’ & ‘C’ for future building projects, there is no identified need at the projected growth rate for additional instructional space beyond the additional space included in the planned projects:

1. New instructional space made available in the Administration Building once administration functions move to the renovated Library Tower.

2. New instructional space in the new Fine Arts Building.

3. Reconfigured instructional space in the Business Building will be made available once the Art Department relocates to the new Fine Arts Building.
POTENTIAL PLAN COMPONENTS  Cont’d

• Upper Terrace Walk
  • A proposed series of terraces and walkways that connect the existing Terrace Steps to the foot of the Library Tower.
  • Safely links the terrace parking lots to the main pedestrian areas of campus.

• Rio Plaza
  • A proposed improved bus stop, bicycle lockers, and public rest rooms.
  • Creates a visible presence for the College along Workman Mill Road.
  • Connects to the base of the existing Terrace Steps and first tram stop through a series of ramps and generous steps.

• Directional Signs, Phase 3
  • Continue signage installation consistent with Phase 1 and Phase 2 projects.
  • Installation in areas of campus not covered by Phase 1 and Phase 2.
  • Consideration will be given to wayfinding for both interior and exterior of existing buildings.

POTENTIAL PLAN COMPONENTS  Cont’d

• Campus-Wide Lighting Project
  • Replacement of interior lighting and ballasts with energy efficient types.
  • Primary funding from Proposition 39.

• Nursing & Health Facilities Expansion
  • Examination of current space utilization in existing Science Building, as required for accommodation of the expanding demand for Nursing and Health Facilities.

• Science Building Renovation
  • Renovation of other areas in the existing Science Building, as required to accommodate programs displaced by the expansion of Nursing and Health Facilities.

• Administration of Justice Annex Renovation
  • The annex building is currently under-utilized following the completion of the new Administration of Justice Building in Parking Lot 1.
  • Annex building to be re-purposed for advanced officer training, Homeland Security training, and other uses as needed to advance the Administration of Justice program.

• Pico Rivera Educational Center
  • Off-site center to serve the residents of Pico Rivera and surrounding communities.
  • Location within the El Rancho School District site.
  • Existing buildings will be renovated to house classrooms and office space.
Information Technology Plan

Governing Board Update
April 23, 2014

Information Technology Plan

Introduction

- Planning Horizon – Five Years
- Plan Sources
  - State Initiatives
  - IT Planning Task Force
  - RHC Annual Plans
    - Area Plans
    - Annual Planning Retreat
  - Facilities Master Plan
  - Education Master Plan
Technology Highlights 2007-14

- Improved Governance
  - Enterprise Software Advisory Committee
  - Instructional Technology Committee
  - Distance Education Committee
- Software Systems
  - Banner Student Information System
  - Financial Aid Electronic Disbursement of Funds
  - AccessRio Portal
  - DegreeWorks Education Plan Software
  - SARS Office Scheduling System
  - Conversion to CCCApply
  - Blackboard Connect Emergency Response System
  - Online Transcript Requests
  - Lumens Fee-Based Student System

Technology Highlights (Cont.)

- Infrastructure
  - Cabling / Switches / Servers / AV Systems
    - LRC, SWEC, AJ, Student Services, Student Union, EMEC, PE Complex
  - Server Virtualization
  - Phone System Upgrade
  - Desktop Technology Refresh

Strategic Drivers/Directions

- Academic Strategic Direction From EMP
  - Student Success Initiative
    - Early Alert
    - Online math tutoring
  - Scheduling Improvements
    - Needs based scheduling
  - Online and Mobile Computing
  - Data, Data, and More Data
    - Completion, Student Enrollment
- Student Services Strategic Direction From EMP
  - Student Success Initiative
    - Data, data, and more data
State Sponsored Initiatives

- Common Assessment
  - Capture information from common assessment tool for use by RHC
- California Virtual College Initiative
  - Shared online education platform
- Education Planning (Ed. Plans) System
  - Cross campus education plan development and tracking

Infrastructure

- Building Upgrades
  - Admin Building Remodel
  - "L" Tower Remodel
  - Art Complex
  - Science Building (Nursing Remodel)
  - Business Building Remodel
  - Pico Rivera Education Center
- Disaster Recovery Plan

Infrastructure (cont.)

- Banner Hardware Replacement
- Ongoing Network Equipment Replacement
- Computer Lab Virtualization
  - Virtual Desktop or Chromebook
- Technology/Device Refresh
  - Audio Visual / Desktops / Servers
- Wireless Upgrade
  - To support growth of mobile computing
**Software/Applications**

- Banner Software Migration and Upgrade
  - Banner 9.0 / Luminis 5.0 / Oracle 12.0
- Mobile Applications for Banner
- Needs Based Scheduling
- Identify Potential Graduates
- Early Alert
- Cloud Migration
  - Email / Data Storage / Voice
- Software Upgrade Refresh
- Imaging Projects

**Questions**

The End