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

Members Present: Maria Elena Martinez, President
Madeline Shapiro, Clerk
Gary Mendez, Member
Angela Acosta Salazar, Member

Julianna Ojeda, Student Trustee

Members Absent: Norma Edith García, Vice President (not excused)

Staff Members: Dr. Ted Martinez, Jr., Superintendent/President
Ms. Teresa Dreyfuss, Vice President, Finance & Business
Mr. Henry Gee, Vice President, Student Services
Marie Eckstrom, Academic Senate President
Colin Young, RHCFA President
Sandra Rivera, CSEA President

Ms. Sandy Sandello (Recorder)

I. CALL TO ORDER

A. Call to Order (6:00 p.m.)

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

B. Pledge of Allegiance

Zeus Galindo, ASB President, led the pledge of allegiance.

C. Roll Call

All members of the Board were reported present with the exception of Trustee Norma Garcia.

D. Approval of Minutes: May 11, 2011

89. It was moved by Mr. Mendez, seconded by Ms. Shapiro and carried unanimously to approve the minutes of May 11, 2011.

E. Oath of Office – Student Trustee – Julianna Ojeda (Board President, Maria Elena Martinez administered Oath of Office.)
F. **Commendations**  
- Women’s Tennis Team – Foothill Conference Champions  
- Distinguished Service Recipient *(Rich Casford, RHC Foundation President)*  
- Retirement  
  - Daniel Rubalcava *(Dean, Student Affairs)*  
  - Patricia Viramontes *(Human Resources, Benefits Specialist)*  
  - Jon McCaig *(Facilities)*  
  - Gina Saenz *(Admissions & Records)*  
  - Dale Harvey *(Arts and Cultural Programs)*  
- Recognition of Former Student Trustee, Iliana Garcia

**RECEPTION (15 MINUTE BREAK)**

G. **Presentations**  
- Sabbatical Leave *(Linda Brown)*  
- Tentative Budget *(Teresa Dreyfuss)*  
- Nursing Simulation Center *(Connie Austin / John Cordova)*

H. **Open Communication for Public Comment**

The following students addressed the Board on the Nursing Simulation Center and the importance of funding for the Coordinator, John Cordova:

- Prissillia Greigo  
- Felipe Acuna  
- Andy Wu  
- Laura Rosario  
- Vanessa Gomez  
- Patricia Luna  
- Paul Dandorand  
- Raxvan Stoian  
- Andy Gutierrez  
- Ricardo Sampang Sayat Jr.  
- Luis Perez

II. **CONSENT AGENDA**

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

A. **FINANCE & BUSINESS**

1. **Finance and Business Reports**
   
   a. Purchase Order Report - Approved Purchase Order Report reviewing purchases for the preceding 60 days.
   
   
   c. District Budget Transfer
2. **Authorization for Out-of-State Travel & Conferences**

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

- Michael Dighera to participate at the National Honda PACT (Professional Automotive Career Training) Instructors Conference in Seattle, WA on July 17-21, 2011.
- Dr. Ted Martinez, Jr., to participate at the US Department Agriculture USDA/HACU Leadership Meeting in Washington, DC on June 29-30, 2011.
- Steve Tomory to participate at the Robert Bosh Corp Auto Electrical diagnosis Training Class in Seattle, WA on July 11-18, 2011.
- Steve Tomory to participate at the Robert Bosch Training Seminar & Training Meetings in Broadview, IL on September 20-24, 2011.
- Robert Graham, Hector Molina, Kenn Pierson to participate at the Blackboard world Conference in Las Vegas, NV on July 11-14, 2011.
- Yolanda Ramirez, Sandra Rivera, and Janice Garcia to participate at the CSEA Annual Conference in Las Vegas, NV on July 25-29, 2011.

3. **Appropriation Transfer at End of School Year**

By the end of the school year there may be overdrafts in a few appropriation accounts and in most accounts there are slight balances. Although the budget was originally prepared to provide sufficient funds in each appropriation account, there are occasions when expenditures are underestimated. In these instances, appropriation transfers are necessary since no account may be in the red at the close of the school year.

The Board of Trustees may authorize the County Superintendent of Schools to make any necessary transfers between the Appropriation for Contingencies (reserves) and any account classification requiring such transfers so there is no overdraft in the account. Authorizing the County to perform this function saves considerable time and effort both on the part of the staff and the Board. In addition, it avoids the necessity for a last minute Board meeting in order for the Board to approve such transfers. The above procedure has been followed for a number of years in the District and is requested by the County Offices.
4. **Summary and Renewal of District Annual and Long-Term Agreements, 2011-2012**

Approved the summary and renewal of District annual and long term agreements for 2011-12:

**EXPENSE AGREEMENTS**

<table>
<thead>
<tr>
<th>VENDOR</th>
<th>TERM</th>
<th>COST</th>
<th>DESCRIPTION</th>
<th>PROGRAM/ FUNDING</th>
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<tbody>
<tr>
<td>A City of Santa Fe Springs – Fire Department</td>
<td>7/1/07-6/30/12</td>
<td>45% of</td>
<td>Instructional Services</td>
<td>Public Safety</td>
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<td>3/20/08-6/30/12</td>
<td>30% of</td>
<td>Instructional Services</td>
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<tr>
<td>C Los Angeles Unified School District – Police Department</td>
<td>3/20/08-6/30/12</td>
<td>30% of</td>
<td>Instructional Services</td>
<td>Public Safety</td>
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<td>1/1/08-6/30/12</td>
<td>30% of</td>
<td>Instructional Services</td>
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<td>E United States Department of Agriculture Forest Service (Angeles National Forest)</td>
<td>4/21/09-3/30/12</td>
<td>20% of</td>
<td>Instructional Services</td>
<td>Public Safety</td>
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5. **Continuing Education**

Approved the following:

a. Quayum Abdul – To instruct “Soap Making” – Students will create different kinds of soaps for personal satisfaction or as a business. The use of molds, layering of colors, and adding herbs and fragrances will be discussed. Dates of service will be from July 1, 2011 through June 30, 2012. Payment will be split 60% to Rio Hondo and 40% to the consultant.

b. Quayum Abdul – To instruct “Solar Photovoltaic Design & Installation” – This introductory course introduces the field of Solar Photovoltaics. Participants will learn instruction on PV cells, modules and system components. This course prepares the entry level installer for Certification and State Approval. Dates of service will be from July 1, 2011 through June 30, 2012. Payment will be split 60% to Rio Hondo and 40% to the consultant.

c. Farla Binder – To instruct “How to be a Special Event/Wedding Planner or Power Entertainer”: The Art
of Event Planning – This class is for those who want to start an exciting, lucrative career in special events, as well as those who just want to create one party. Dates of service will be from July 1, 2011 through June 30, 2012. Payment will be split 60% to Rio Hondo and 40% to the consultant.

d. Dr. David Chen – To instruct “Oriental Medicine”
Students will learn the ancient art of acupuncture, breathing techniques, herbology and proper diet and exercise through a series of enjoyable lectures and hands-on workshop. “Qi Gong” This course introduces an ancient Chinese art of exercise. It is suitable for people who want to gain or maintain good health through breathing techniques and movement. This exercise will strengthen the muscles/organs, relax the mind/body, improve blood circulation and lose weight. Dates of service will be from July 1, 2011 through June 30, 2012. Payment will be split 60% to Rio Hondo and 40% to the consultant.

e. Elena Gonzalez – To instruct “Jewelry Design” – This class will present the basic stringing techniques needed for creating bead jewelry. Students will learn about tools, findings, and stringing materials. Dates of service will be from July 1, 2011 through June 30, 2012. Payment will be split 60% to Rio Hondo and 40% to the consultant.

f. Maria Gonzalez – To instruct “Conversational Spanish” – This introductory course is designed for beginning Spanish speakers. The focus is on learning how to speak rather than on grammar. The class will cover simple tenses-present, past, imperfect and future. Dates of service will be from July 1, 2011 through June 30, 2012. Payment will be split 60% to Rio Hondo and 40% to the consultant.

g. Kathleen M. Hannah – To instruct “Reiki Classes” – This course will include instruction on the history of Usui Healing System, demonstration of hands positions and placement, a level of attunement and channeling of Reiki energy and practicing in giving a Reiki treatment. Dates of service will be from July 1, 2011 through June 30, 2012. Payment will be split 60% to Rio Hondo and 40% to the consultant.

h. Racquel Hernandez – “Advance Tutoring” To instruct several Advance Tutoring Classes - Math, Reading, Writing, Public Speaking instructor for Kids College – Students will gain knowledge in the subject matter. Classes will help strengthen skills through reinforcement and repetition. Dates of service will be
from July 1, 2011 through June 30, 2012. Payment will be split 60% to Rio Hondo and 40% to the consultant.

i. Karen Hudson – To instruct “Ace the Interview & Dress to Win” – In this class you will learn how to prepare for an interview, as well as, how to dress and hold a strong interview conversation with a purpose. This will include Cover Letters and Resumes. Dates of service will be from July 1, 2011 through June 30, 2012. Payment will be split 60% to Rio Hondo and 40% to the consultant.

j. Karen Hudson – To instruct “Costuming for Film & TV” In this entertaining, informative and interactive class, you will get an overview of how to read and breakdown a script, where and how to get costumes, how to work with actors, children and stunts. Dates of service will be from July 1, 2011 through June 30, 2012. Payment will be split 60% to Rio Hondo and 40% to the consultant.

k. Carol Itatani – To instruct “Phlebotomy Technician Certificate Program” – Students are trained to perform venipuncture, capillary puncture and correct methods for transporting, handling and processing of blood specimens for laboratory analysis. Dates of service will be from July 1, 2011 through June 30, 2012. Payment will be Five Hundred Dollars ($500.00) per student paid to the instructor, One Thousand Three Hundred Dollars ($1,300.00) per student is paid to Rio Hondo.

l. Enming Kuan – To instruct “Beginning Mandarin Chinese 1” – Learn the standard Pinyin pronunciation system, basic grammar common expressions and vocabulary. Dates of service will be from July 1, 2011 through June 30, 2012. Payment will be split 60% to Rio Hondo and 40% to the consultant.

m. Enming Kuan – To instruct “Intermediate Mandarin Chinese 2” – This is a continuation of “Beginning Mandarin Chinese 1”- Expand your Chinese vocabulary and sentence patterns; increase your Chinese language knowledge and skills. Dates of service will be from July 1, 2011 through June 30, 2012. Payment will be split 60% to Rio Hondo and 40% to the consultant.

n. Luisa Macias – “Studio Danza” To instruct high energy dance classes, teaching how to move and groove. Dates of service will be from July 1, 2011 through June 30, 2012. Payment will be split 60% to Rio Hondo and 40% to the consultant.
o. Mad Science – DBA: MSNOC, Inc. – To instruct “Science Camps for Children” – Workshops on Robots, Space, Biology, NASA, Solar and more. Dates of service will be from July 1, 2011 through June 30, 2012. Payment will be 54% to instructor, 46% paid to Rio Hondo.

p. Marshall Reddick Realty, Inc. – To present workshops on topics such as: Profiting from Fixer Uppers, Make a Fortune on Distressed Properties, Learn how to turn $6,000 into Millions, and women related Real Estate investment courses. Dates of service will be from July 1, 2011 through June 30, 2012. Payment will be split 60% to Rio Hondo and 40% to the consultant.

q. Terry Medina – To instruct “Scrapbooking Courses” – Offering basic page layouts, intro to best products available and organizational skills needed for putting together a beautiful scrapbook. Dates of service will be from July 1, 2011 through June 30, 2012. Payment will be split 60% to Rio Hondo and 40% to the consultant.

r. Sameira Mikhael – To instruct “Threading Essentials” - Students learn to remove facial hair and shape eyebrows using a technique that requires nothing more than a thread. Dates of service will be from July 1, 2011 through June 30, 2012. Payment will be split 60% to Rio Hondo and 40% to the consultant.

s. James Newman – To instruct Traffic Violator School Program. Dates of service will be from July 1, 2011 through June 30, 2012. Payment will be split 60% to Rio Hondo and 40% to the consultant.

t. Kellie Rae Nicholson – “Grandma Gillies Greetings” To instruct “Business Bartending” – Offering Business and Professional Bartending Course – This course is designed for those who want to work as a bartender right away without investing a lot of money or time. This class will give you a thorough understanding of how the bar business works and teach you a common sense approach to bartending that is crucial to being a valued employee. Dates of service will be from July 1, 2011 through June 30, 2012. Payment will be split 60% to Rio Hondo and 40% to the consultant.

u. Kellie Rae Nicholson – “Grandma Gillies Greetings”-To instruct - “Who Do You Think You are” – Create the life you want! You will love this thought-provoking, soul-searching course. Help discover your obstacle to a happy life. Dates of service will be from July 1, 2011
through June 30, 2012. Payment will be split 60% to Rio Hondo and 40% to the consultant.

v. Notary Public Seminars, Inc., DBA Carrie Christensen – To present Community Service Workshops on Real Estate related topics, Becoming a Loan Signing Agent and many more related workshops. They will also instruct How to Become a Notary and Notary Renewal. The Notary exam for both courses is taken at the end of classes and the separate exam fee is payable to the Secretary of State. Dates of service will be from July 1, 2011 through June 30, 2012. Payment will be split 60% to Rio Hondo and 40% to the consultant.

w. Alfred Porter – To instruct “The Hottest Memory Techniques for Children” Learn world-wide, never before presented techniques to improve your memory and study skills and how to pass tests. Dates of service will be from July 1, 2011 through June 30, 2012. Payment will be split 60% to Rio Hondo and 40% to the consultant.

x. Bernadette Ramirez – To instruct “Aromatherapy Basics” – Aromatherapy is the art and science of using essential oils to promote physical, emotional and spiritual healing. Become acquainted with the oils and learn their therapeutic properties and how to use them. You will create your own personalized aromatherapy blend. Dates of service will be from July 1, 2011 through June 30, 2012. Payment will be split 60% to Rio Hondo and 40% to the consultant.

y. Bernadette Ramirez – To instruct “Massage Workshop Series” - You will experience a variety of techniques and feedback with an opportunity to practice each one in a safe, non-threatening environment. You will learn various nurturing massage strokes that will benefit your family and friends. You will feel confident about knowing which massage techniques to use and how to conduct them. Dates of service will be from July 1, 2011 through June 30, 2012. Payment will be split 60% to Rio Hondo and 40% to the consultant.

z. Rudy Ramirez – To instruct – “Salsa Dancing” – offering the basics of Caribbean dance, just as it is taught at the Salsa Clubs. Basic patterns will be covered along with the basic turns in free-style and with partners. At the end of the course you will have learned a combination using all the steps and turns learned throughout the program. Dates of service will be from July 1, 2011 through June 30, 2012. Payment will be split 60% to Rio Hondo and 40% to the consultant.
aa. Dedre M. Robinson – DBA WOWmedia Instruction – To instruct classes offering students the basis of Photoshop, Photos, Web building with interactive projects for adults and children. Dates of service will be from July 1, 2011 through June 30, 2012. Payment will be split 60% to Rio Hondo and 40% to the consultant.

bb. Rounds, Miller & Associates - To instruct “Business Related Courses” - To provide continuing education courses such as: Build Your Own Business Website and Save money, Six Figure Speaking, Self Publishing and Coaching, How to Protect and Sell Your Own Inventions, How to Eliminate Clutter in Your Life and Get Organized, Consulting and additional Training Workshops. Dates of service will be from July 1, 2011 through June 30, 2012. Payment will be split 60% to Rio Hondo and 40% to the consultant.

c. Daisi Pollard Sepulveda – To instruct “Learn the Secrets to a Lucrative Career in Modeling for Print and Commercials” – In the competitive industry of modeling that is continuously evolving, students will be taught how to unlock a foolproof way to establish yourself as a successful print and commercial model, Instructor will reveal key secrets no one shares about the business. This workshop offers first class information that will prepare any model for various opportunities and experiences. Dates of service will be from July 1, 2011 through June 30, 2012. Payment will be split 60% to Rio Hondo and 40% to the consultant.

d. David Saint Laurent – To instruct “Piano for Adults and Children” – This course is great for beginners. Students will learn the basics of the piano and music theory. Learn how to read and play music. Dates of service will be from July 1, 2011 through June 30, 2012. Payment will be split 60% to Rio Hondo and 40% to the consultant.

e. David Saint Laurent – To instruct “Guitar for Adults and Children” In this class you will learn the basics of playing guitar and be able to identify and play basic first position chords. You will learn the skills necessary for playing Folk, Pop, Rock and Blues. Dates of service will be from July 1, 2011 through June 30, 2012. Payment will be split 60% to Rio Hondo and 40% to the consultant.

ff. DOV S-S SIMENS – To instruct “Hollywood Film Institute” – 2-Day Film School – Learn how to Produce, Write and Direct – This is an intensive filmmaking
crash course to teach how to write, produce and direct and independent feature film. Dates of service will be from July 1, 2011 through June 30, 2012. Payment will be Fifty percent (50%) of net revenue is paid to instructor, Fifty percent (50%) paid to Rio Hondo.

gg. Carolyn Simon – To offer workshops on Makeup Classes, “Color Analysis with an Emphasis on Makeup Application” – Students will learn the phenomenal power of color and what would work best on them. “Look Younger & Better Secrets of a Hollywood Makeup Artist” – In this class through live demonstrations and hands-on experience, you will discover the professional secrets to beautiful make up applications. You will develop improved skills and greater confidence in working with clients or just on yourself. Dates of service will be from July 1, 2011 through June 30, 2012. Payment will be Fifty percent (50%) of net revenue is paid to instructor, Fifty percent (50%) paid to Rio Hondo.

hh. Carolyn Simon – To instruct “Makeup Artistry for Professional Photography” – Learn how to apply make up and take brilliant photo shots. Dates of service will be from July 1, 2011 through June 30, 2012. Payment will be split 60% to Rio Hondo and 40% to the consultant.

ii. Raymond Tucker - To instruct “Intro to Designing Wedding Flowers” - This intensive workshop is an intro to the art of preparing floral designs for weddings. Dates of service will be from July 1, 2011 through June 30, 2012. Payment will be split 60% to Rio Hondo and 40% to the consultant.

jj. Raymond Tucker – To instruct various “Floral Design Classes” – These classes are an introduction to the art of floral design as to form, style and composition through lecture and lab assignments. Dates of service will be from July 1, 2011 through June 30, 2012. Payment will be split 60% to Rio Hondo and 40% to the consultant.

kk. Susan Vega – To instruct “CEO/USA Fingerprinting” - Become a Fingerprinting Live Scan Operator – Students will learn how to become a Fingerprint Roller for the Department of Justice, or you can start your own business by becoming an official provider. Receive hands-on experience on actual Live Scan equipment and learn to complete the customer forms. Get great tips on marketing your business. Dates of service will be from July 1, 2011 through June 30,
II.

Susan Vega – To instruct “How to Perform Weddings”
– Learn to perform a wedding ceremony. You can start your own business by becoming an official wedding officiate. Receive hands-on training and learn to complete wedding license forms. Dates of service will be from July 1, 2011 through June 30, 2012. Payment will be split 60% to Rio Hondo and 40% to the consultant.

mm.

Christina J. Wantland AKA “CRICKET WANTLAND” –
To offer “Job Skills 101 Presenting Yourself” - This seminar contains the essentials of the handshake, introducing yourself and introducing others. This one-time session will provide the self assurance to make your first impression the best impression. Dates of service will be from July 1, 2011 through June 30, 2012. Payment will be split 60% to Rio Hondo and 40% to the consultant.

nn.

Christina J. Wantland AKA “CRICKET WANTLAND”
To instruct “Job Skills 102 – Dining Savvy” – This seminar is for those needing to know how to maneuver through the multiple forks and knives of a formal meal. An investment in learning these skills will empower you to be in control of how to conduct yourself at all those special occasions, the job interviews, or closing that million dollar deal conducted through a meal. Dates of service will be from July 1, 2011 through June 30, 2012. Payment will be split 60% to Rio Hondo and 40% to the consultant.

oo.

Christina J. Wantland AKA “CRICKET WANTLAND”
To instruct – Youth etiquette for today is a fun and informative program that provides a foundation for good manners, dining skillfulness and leadership ability. Dates of service will be from July 1, 2011 through June 30, 2012. Payment will be split 60% to Rio Hondo and 40% to the consultant.

pp.

Lisa Kersten Webb - To instruct “Swing Dancing” –
Meet new friends, exercise, have fun, and learn to dance at Southern California’s most popular and friendly dance classes! Two left feet welcome! No experience necessary. Dates of service will be from July 1, 2011 through June 30, 2012. Payment will be split 60% to Rio Hondo and 40% to the consultant.

qq.

Akemi Welsh – To instruct “Hula for Fitness” – Learn the exotic dances of the Hawaiian Islands. This low impact dance is great for adults of all ages. This is a
great way to stay active by learning the meaning behind those graceful hand gestures and move to music of the islands. Dates of service will be from July 1, 2011 through June 30, 2012. Payment will be split 60% to Rio Hondo and 40% to the consultant.

rr. Ronald Williams – To instruct “How to make $3k-$8k on the Auto Wholesale Business from Home” – Make money buying and selling wholesale cars from home, or simply buy cars for your friends, family or yourself at wholesale prices! A step-by-step guide on how to get a DMV auto dealer license and operate a profitable used car business! You will learn how and where to buy at wholesale prices and sell at retail for very good profits. A free list of all the dealer only auctions in the USA will be given. This is a DMV approved course. Dates of service will be from July 1, 2011 through June 30, 2012. Payment will be split 60% to Rio Hondo and 40% to the consultant.

ss. Ruth Younger – To instruct “Balloon Decorating Service”- Learn how to start your own home-based business. You will learn through demonstrations how to design arches, table centerpieces and many more balloon sculptures. Dates of service will be from July 1, 2011 through June 30, 2012. Payment will be split 60% to Rio Hondo and 40% to the consultant.

B. PERSONNEL

1. Academic

   a. Employment

   Temporary, Full Time Categorically Funded (E.C. 87470)
   Fall 2011 only

   ALDRICH, Christine, Cal WORKS Counselor/Coordinator

   Hourly as Needed, Summer 2011

   ALTON, Kathryn, Auto Tech.
   ALVARADO, Lupe, Counseling
   BABOU, Robin, Library
   BEELEER, Gabriel, Library
   CHANDLER, James, Comm./Lang.
   DAUGHERTY, Seth, Library
   DE LATTE, Monique, Library
   DORNEAN, Marius, Auto Tech.
   ENRIGHT, Adele, Library
   FERNANDEZ, Jennifer, Counseling
   FORREST, Alfred, Stud. Health Ser.
   GARCIA, Yvette, Counseling
   HAEBERLEIN, Lee, Auto Tech.
   HOVSEPIAN, Viken, Evening College
   HOVSEPIAN, Viken, Evening College
   ITATANI, Robert, Stud. Health Ser.

   ALDRICH, Christine, Counseling
   ARENAS-VELLANOWETH, Vivian, Lib.
   BARBA, Benjamin, Library
   BOURGAIZE, Karen, Library
   CLARK, Denyse, Leadership Acadmy
   DE LA MORA, Martha, Counseling
   DIGHERA, Mike, Auto Tech.
   ENHERGA, Mike, Auto Tech.
   ENRIGHT, William, Library
   FLORES-OLSON, Troy, Counseling
   FRALA, John, Auto Tech.
   GUZMAN, Sergio, Basic Skills
   HOLCOMB, Dianne, Counseling
LANGER-JANKOVICH, Angela, Lib. LINDY, David, Auto Tech.
LIU, Shin, Virtual College LUNA, Javier, Auto Tech.
MAFFRIS, Nancy, Counseling MOE, Sondra, Behavioral & Social Sci.
NOBLE, Bruce, Auto Tech. O’Brien, Katie, Staff Devp.
OLDHAM, Carolyn, Library PARRA, John, Counseling
PEREAU, Barry, Evening College PICHARDO-DIAZ, Dorali, Counseling
REYES, Dianna, Counseling RIVERA, Mary, Counseling
RIVERA, Nilsa, Counseling RODRIGUEZ, Jose, Counseling
SAUCEDA, Henry, Counseling SENK, Jodi, Stud. Learn. Outcomes
SEVILLA-MARZONA, Judy, Library SHABELNIK, Tatiana, Library
THOMAS, Julius, Counseling TOMEO, Joe, Auto Tech.
TOMORY, Steve, Auto Tech. VEGA, Maria, Counseling
WELLS, Stephanie, Library WU, Viraseni, Stud. Health Ser.

Summer Assignments, 2011 (part time)

LEWIS, Nicole, Arts & Cultural RODRIGUEZ, Susana, Behavioral &
RUSCH, Lori, Arts & Cultural Social Sciences

Summer Bridge Program Instructors – Summer 2011

The following instructors will each receive a stipend for their participation in the Summer Bridge Program.

ARRONA, Martha, Coordinator BEAN, Michelle, Coordinator
PACHECO, Mary Ann, English PATASSI, Matt, Math

Summer Bridge Program Planning, Spring 2011

The following instructors provided extensive program planning and recruitment. They will each receive a stipend.

ARRONA, Martha BEAN, Michelle

Hourly as Needed Counselors, 2011-2012

ATILANO, Rosanne BUSH, Numnin
CHEVCHAYAN, Gayan DAZA, Igor
HIGA, Traci HUINGUEZ, Jorge
JACKSON, Connie LEE, Justin
NORIEGA, Jennette PEREAU, Barry

Hourly as Needed, 2011-2012

SILVERMAN, Cory, Public Safety

Summer Assignments, 2011

See attached list

Summer Assignments, 2011 (Part time)

See attached list
b. **Retirement**

HARVEY, Dale, Full time Graphic Arts Instructor. His last day of employment was May 26, 2011.

2. **Management and Confidential**

a. **Employment**

**Categorically Funded (E.C. 87470)**

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

FISHER, Zolita, Director, Upward Bound/Student Support Services, effective July 1, 2011 through June 30, 2012

**Short Term, 2011**


b. **Resignation**

HARLAN, Joseph, Dean, Physical Education/Athletic Director. His last day of employment is June 3, 2011

3. **Classified**

a. **Employment**

The following employee is hired in the designated capacity. Funding is available through June 30, 2012. If continued funding should not be available, 45-day notice shall be served prior to the end of funding

GILMORE, Patiste M., Research Specialist, Institutional Research and Planning, 100%, 11 months effective May 23, 2011

The following employees are hired in the designated capacity. Funding is available through September 30, 2011. If continued funding should not be available, 45-day notice shall be served prior to the end of funding

HUA, Nicholas, Paraprofessional Tutor, Upward Bound, 25%, 10 months, effective May 12, 2011

VALADEZ, Patricia, Paraprofessional Tutor, Upward Bound, 25%, 10 months, effective May 12, 2011

The following employee is hired in the designated capacity. Funding is available through August 31, 2011. If continued funding should not be available, 45-day notice shall be served prior to the end of funding

KATNIK, Jared, Paraprofessional Tutor, Student Support Services, 25%, 10 months, effective May 12, 2011
Substitute, 2010-2011

DE ANDA, Javier, Clerk Typist III, Human Resources, effective May 2, 2011

TELLEZ, Armida, Student Services Assistant, Student Health Office, effective May 2, 2011

Substitute, 2011-2012

AGUILA, Monique, Food Services Worker, Child Development Center, effective July 1, 2011

AVILA, Lisa, Children’s Center Aide, Child Development Center, effective July 1, 2011

De LUNA, Dolores, Children’s Center Aide, Child Development Center, effective July 1, 2011

HERNANDEZ, Lislett, Children’s Center Aide, Child Development Center, effective July 1, 2011

VASQUEZ, Erika, Children’s Center Aide, Child Development Center, effective July 1, 2011

Short Term, Public Safety, 2011-2012
(Police Academy & Fire Academy Training & Operations Specialists)

See attached list

Continued Employment, Regular Classified, 2011-2012

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

AGUILAR, Elda A., Clerk Typist III, Upward Bound/Student Support Ser.
ALVAREZ, Melissa, Research Data Technician, Institutional Research
BURDETT, Kathy, Clerk Typist III, Career Technical Education
CABALLERO, Irma, EOPS Evaluator, EOP&S
CHANG, Kerri, Child Development Teacher, Child Devp. Center
CORRALES, Lydia, Clerk Typist III, Career Technical Education
CRUZ, Sonia, Food Services Worker, Child Development Center
FREDERICKSON, Suzanne. Instr. High Tech Access
Microcomputer Lab Technician, Disabled Students
GARCIA, Elvia, Children’s Center Aide, Child Devp. Center
GARCIA, Viviana, Children’s Center Aide, Child Devp. Center
GONZALEZ, Guadalupe, Children’s Center Aide, Child Devp. Center
GONZALEZ, Teresa, Student Services Assistant, Outreach Program
LANE, Denise, Sr. Food Services Worker, Child Devp. Center
LEE, Jennifer, Clerk Typist III, Continuing Education
MALAVE, Patricia, Student Services Assistant, Financial Aid
MARINO, Rose, Children's Center Aide, Child Devp. Center
MARTINEZ, Teresa, Clerk Typist II, Staff Development, Title V Grant
MOLINA, Hector, Sr. Instructional Assistant, Comm. & Languages, Title V Grant
MORALES, Cynthia, Clerk Typist III, Outreach Program
MUNOZ, Margie, Clerk Typist III, Health Science & Nursing
NAVARRO, Dina, Clerk Typist II, Foster Care
PASTRANO, Hannah, Student Activities Assistant, Student Development
The following employees will continue in the designated capacity with dedicated funding through December 31, 2011. If continued funding should not be available, 45-day notice shall be served:

FIGUEROA, Fabiola, Clerk Typist III, Cal WORKS
MUNOZ, Marta, Student Services Assistant, Cal WORKS

b. Transfer

CASTELLANOS, Patricia, Clerk Typist III to Counseling & Student Development effective May 31, 2011

GRANILLO-TORRES, Dalma, to an Admissions & Records Assistant in Admissions & Records effective June 1, 2011.

MUNOZ, Margie, Clerk Typist III to Health Science and Nursing effective May 2, 2011

PEREZ, Teresa, Instructional Assistant to the South Whittier Educational Center effective May 16, 2011

c. Retirement

MARTINEZ, Jesus, Custodian, Facilities Services. His last day of employment is August 31, 2011

SAENZ, Eugenia, Admissions & Records Assistant, Admissions and Records. Her last day of employment is July 29, 2011

4. Unrepresented, (AP 7130) 2011-2012

a. Employment

Foster Care

MUSHRUSH, Turid, Lecturer  MEURER, Catherine, Lecturer
III. ACTION ITEMS
A. FINANCE & BUSINESS
1. Consultants

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

a. Maria Dolores Alvidrez – To present/facilitate/plan Foster/Kinship Care Education workshops/classes on topics such as D-Rate Pre-Service Trainings; F-Rate Pre-Service Trainings; Grief and Loss; Diversity; Adoption; Anger Management; Behavior Management; Effective Parenting; Utilizing Balance & Limits in Parenting; LGBTQ Sexuality Issues; Self-Esteem/Self-Image; Sexually Transmitted Diseases; Power Struggles; Parents vs. Children; Perseverance; Chemical Dependency and Drug Addiction; Teen Pregnancy; Reunification; Working with Birth Parents; Effects of Home Placements; Kinship Issues; Foster Care Policies and other related topics in child development, Foster Care and parenting. Dates of Service are from July 1, 2011 to June 30, 2012. Payment is not to exceed $8,500.00 from (FKCE) Foster Kinship/Care Education.

b. Christina Maria Auer-Arriaga – To present workshops/classes to Foster and Kinship Care Providers on topics such as: Drugs and the Brain; Sibling Rivalry; Helping Children with Loss & Grief; Teen Brain; LGBTQ Sexuality Issues; Communicating with Birth Parents, Preventing Allegations; Communicating with Teens; Mental Health
c. Virginia Carol Baker – To present workshops/classes to Foster/Kinship Caregivers on topics such as: D-Rate Pre-Service Trainings/DCFS Section; and other related topics in foster care and parenting. Dates of service are from July 1, 2011 to June 30, 2012. Payment not to exceed $1,200.00 from (FKCE) Foster Kinship/Care Education.

d. Maribel De Leon – Academic Consultant / Counselor – To assist the direction of the Director of GEAR UP in organizing, coordinating and promoting GEAR UP parent / student activities. Dates of service are from July 1, 2011 through June 30, 2012. Payment is not to exceed $95,000.00 from GEAR UP GRANT.

e. Karen Dixon – To instruct/present/plan to Youth in the Youth Empowerment Strategies for Success Youth Development Services (YESS-ILP) Independent Living Program. Dates of service are from July 1, 2011 to June 30, 2012. Payment not to exceed $4,500.00 from (YESS-ILP) Youth Empowerment Strategies for Success Youth, Independent Living Program.

f. Karen Dixon – To present and develop curriculum for Foster/Kinship Education workshops/classes on topics such as Bullying & Aggressive Behaviors, Working with Teen Parents, Effects of Multiple Placements; Preparing for Homework Time; Dealing with ADHD/ADD Issues; Behavior Management; Lesbian, Gay, Bisexual & Transgender Youth, Grief and Loss; IEP; How to Handle Allegations; Attachment Issue; Successful Visitations; Teen Pregnancy Prevention and other related topics in child development, foster care, youth and parenting. Dates of service are from July 1, 2011 to June 30, 2012. Payment not to exceed $2,000.00 from (FKCE) Foster Kinship/Care Education.

g. Alicia Espinoza – To assist in organizing, coordinating and promoting GEAR UP parent / student activities at GEAR UP schools. Dates of service are from July 2011 through June 30, 2012. Payment is not to exceed $45,000.00 from GEAR UP GRANT.

h. Martha O. Godinez – To present Foster/Kinship Care Education workshops/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; Attachment Disorders, Drugs and Alcohol Abuse; Learning Disabilities; Allegations; LGBTI Sexuality Issues; Child Development and other related topics in foster care and parenting. Dates of service are from July 1, 2011 to June 30, 2012. Payment not to exceed $3,000.00 from (FKCE) Foster Kinship/Care Education.

**i. Demontray Hankins** – To provide/address youth/participants as keynote speaker at the June 24, 2011 Youth Empowerment Strategies for Success (YESS-ILP) Discovering the Possibilities event. Date of service is June 24, 2011. Payment is $100.00 from (YESS-ILP) Youth Empowerment Strategies for Success-Independent Living Program.

**j. Maricruz Silva** – Will be responsible for individual counseling to GEAR UP students and evaluation / assessment and development of student personal success plans. Dates of service are from July 1, 2011 through June 30, 2012. Payment is not to exceed $95,000.00 from GEAR UP GRANT.

**k. Lori Switanowski** – To present Foster/Kinship Care Education workshops/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; Communication with Teens; Effects Fetal Alcohol; Bullying and other Aggressive Behavior; F-Rate Pre-Service Trainings; Child Development; Mental Health Issues/Disorders; Sexual Abuse; working with the Difficult Child; and other topics related in Foster Care and Parenting. Dates of service are from July 1, 2011 to June 30, 2012. Payment is not to exceed $3,000.00 from (FKCE) Foster Kinship/Care Education.

**l. Ana Vargas** – To facilitate/present and prepare for Foster/Kinship Care Education Classes on topics such as Nutrition; Nutritious Cold Meals for the Summer; Keeping Cooking simple for the Summer; Fall Vegetables; Back to School Lunches; Baking with Apples; Holiday Foods; Life Books, Give Stress a Rest; Self-Esteem; Communication with Teens, Permanency Options; Family Squabbles; Drug Prevention and other related topics related in Child development, Foster Care, parenting and Nutrition. Dates of service are from
m. Valerie Williams – To instruct/present/plan classes to foster youth in the Youth Empowerment Strategies for Success (YESS-CA) Program. Dates of service are from July 1, 2011 to June 30, 2012. Payment not to exceed $4,000.00 from (FKCE) Foster Kinship/Care Education.

2. **Tentative Budget for 2011/12**

   It was moved by Student Trustee Ojeda, seconded by Ms. Acosta-Salazar and carried unanimously to approve the 2011/2012 Tentative Budget as presented for submission to the County Superintendent of Schools pursuant to Education Code §85023.

3. **Appointment or Reappointment to Rio Hondo College Citizens Oversight Committee**

   This item was tabled to the next regular meeting.

4. **Approval of the 2011/12 Five Year Capital Construction Plan**

   It was moved by Mr. Mendez, seconded by Ms. Shapiro and carried unanimously that the Board of Trustees approve the 2011/2012 Five-Year Capital Construction Plan and authorized the President of the Board of Trustees and the President of the College to sign the documents on behalf of the District.

5. **Auxiliary Services Organization Board of Directors – 2011-2012**

   It was moved by Student Trustee Ojeda, seconded by Ms. Shapiro and carried unanimously to approve the following Auxiliary Services Organization Board of Directors for 2011-12 as follows:

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
</tr>
</thead>
<tbody>
<tr>
<td>Robin Siara</td>
<td>Advisor, Athletics</td>
</tr>
<tr>
<td>TBA</td>
<td>Dean, Physical Education</td>
</tr>
<tr>
<td>Steve Hebert</td>
<td>Advisor, Athletics</td>
</tr>
<tr>
<td>Alyson Cartagena</td>
<td>Advisor, Dance</td>
</tr>
<tr>
<td>Mike Slavich</td>
<td>Dean, Career &amp; Technical Education</td>
</tr>
<tr>
<td>Ygnacio Flores</td>
<td>Assoc. Dean, Public Safety</td>
</tr>
</tbody>
</table>
6. **Agreement with Apprentice Training program – California Community Colleges**

   It was moved by Mr. Mendez, seconded by Ms. Acosta-Salazar and carried unanimously that the Board of Trustees approve agreement with the Operating Engineers Training Trust authorizing the Superintendent/President or designee to sign the appropriate documents on behalf of the District.

7. **Administration of Justice Building – Contract Modification #3, Quatro Design Group**

   It was moved by Mr. Mendez, seconded by Ms. Acosta-Salazar and carried unanimously that the Board of Trustees authorize an increase to the contract value of Quatro Design Group for additional design services in the amount of $59,740.00 for a revised total contract amount of $972,740.00 from Bond Funds and authorized the Administration to execute appropriate documents on behalf of the District.
8. **Administration of Justice Building Project – Kal Krishnan Consulting Services (KKCS) contract Amendment for Inspection and Testing Services**

   It was moved by Ms. Acosta-Salazar, seconded by Student Trustee Ojeda, and carried unanimously that the Board of Trustees approves Program Inspection and Testing budget to allow the increase to Kal Krishnan Consulting Services (KKCS) contract in the amount of $97,940.00 from Bond Funds for a total program budget of $3,907,940.00 and authorized the Administration to execute appropriate documents on behalf of the District.

9. **Administration of Justice Building Project – Construction Management Services Agreement, Amendment #1**

   It was moved by Mr. Mendez, seconded by Student Trustee Ojeda, and carried unanimously that the Board of Trustees approve an increase to the contract value of Del Terra Group in the amount of $79,822.00 for a total not to exceed amount of $529,369.00 to be paid from Bond Funds and authorized the Administration to execute appropriate documents on behalf of the District.

10. **Substantial Completion of Bid #1178 – East Campus Sewer**

    It was moved by Ms. Shapiro, seconded by Student Trustee Ojeda, and carried unanimously that the Board of Trustees approve the substantial completion of the work performed under Bid #1178 and authorized the filing of a Notice of Completion with the Los Angeles County Recorder.

11. **Substantial Completion of Bid #1160 – Regional Public Safety Training Center Lighting**

    It was moved by Mr. Mendez, seconded by Ms. Acosta-Salazar and carried unanimously that the Board of Trustees approve the substantial completion of the work performed under Bid #1160 and authorized the filing of a Notice of Completion with the Los Angeles County Recorder.

12. **El Monte Educational Center – Contract Modification #3, Quatro Design Group**

    It was moved by Ms. Acosta-Salazar, seconded by Mr. Mendez and carried unanimously that the Board of Trustees authorize an increase to the contract value of Quatro Design Group for additional design services in the amount of $30,000.00 for a revised total contract amount of $267,295.00 from Bond Funds and authorized the Administration to execute appropriate documents on behalf of the District.
13. **Facility Rental – Whittier High School Gym**

   It was moved by Ms. Acosta-Salazar, seconded by Mr. Mendez, and carried unanimously that the Board of Trustees approve facilities use agreement with the Whittier Union High School District for use of its Whittier High School Gym at the rate of $6,000.00 paid from Bond Funds authorizing the Administration to sign the appropriate documents on behalf of the District.

14. **Renewal of Professional Services Agreement – Southwest Management Consultants, Inc.**

   It was moved by Ms. Acosta-Salazar, seconded by Mr. Mendez and carried unanimously to approve and renew the Professional Services of Southwest Management at a cost not to exceed $3,300/mo from Unrestricted General Funds for the fiscal year 2011/12.

B. **PRESIDENT’S OFFICE**

   1. **Approval of Revision of Board Policy 4245 – Academic Rank (Final Adoption)**

   It was moved by Ms. Acosta-Salazar, seconded by Mr. Mendez and carried unanimously to approve the revision of BP 4255 – Academic Rank, for final adoption.

C. **ACADEMIC AFFAIRS**

   1. **Curriculum Items**

   It was moved by Mr. Mendez, seconded by Student Trustee Ojeda 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 addendum effective Spring 2012:

         **AUTB 076: CCC Pathways Computer Collision Estimating (Career and Technical Education)**

         Degree Applicable; (2.5 Units)

         **Justification:** This course will enhance the skills of those students working in the Automotive Collision Repair and Insurance industry.

         This course will be part of a certificate that is being developed.

         **AUTB 125: Automotive Collision Repair and Painting (Career and Technical Education)**

         Degree Applicable; (4 Units)

         Transfers to: CSU

         **Justification:** This course is designed for the advancement of skills in automotive collision repair & painting with emphasis
placed on minor and major collision damage. This course is a core requirement for the associate of science degree.

This course replaces AUTB 120 and AUTB 130. The two courses have become so similar over time to justify combining them into one class, AUTB 125. Board approval of this course will then allow the change in the A.S. degree which will be presented at Curriculum in Fall 2011.

**ART 234: Watercolor Painting**  
*(Arts and Cultural Programs)*  
Degree Applicable; (3 Units)  
Transfers to: CSU  
**Justification:** This course fulfills the art major requirement for graduation and transfer from Rio Hondo College. This course will be listed as an additional course for the Art major.

**PE 258: Yoga II**  
*(Physical Education)*  
Degree Applicable; (1 Unit)  
Transfers to: CSU  
**Justification:** A Yoga II course is needed to further support the developing AA in Physical Education and the AA in Dance. This new course will also allow for advanced Rio Hondo students to get the challenges of intermediate work deepening their understanding of the Yoga practice.

The AA degrees are currently under development.

**THTR 153: Stage Lighting**  
*(Arts and Cultural Programs)*  
Degree Applicable; (3 Units)  
Transfers to: CSU  
**Justification:** This course will provide students with the knowledge and skills to organize, assemble, operate and maintain stage lighting 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 theatre industry. Other local State Community colleges offer comparable courses. The course is designed to give students the ability to enter the theatrical lighting industry as a lighting technician and theatrical light board operator.

This course will be listed as an additional course for the Theatre Arts major.

**b. New Program**  
The following degree has been recommended for inclusion in our offerings and catalog:
A.A. Degree – A.A. Degree in Mathematics for Transfer
(20 Units)

c. Program Change
The following degree has been recommended for inclusion in our offerings and catalog with the following changes:

A.S. Degree – Music
Degree Type Change: TO: Associate of Arts Degree (remove A.S.)
Unit Change: TO: 33 Units

IV. INFORMATION ITEMS
1. Revision of Administrative Procedure 4105 – Distance Education

The Board reviewed the revision of Administrative Procedure 4105 – Distance Education and suggested the inclusion of the following bullet to paragraph X:

- Allocating sufficient hours/weeks for contact with an option to meet with students face-to-face

Administrative procedures do not require approval of the Board nor do they require second reading. Procedures are implemented once they are received by the Board.

2. Building Program
- Bond Quarterly Expenditure Report


The Board received the Organization Structures & Governance Manual and commended Dr. Martinez for developing this manual outlining the governance process at Rio Hondo College.

V. STAFF AND BOARD COMMENTS

VI. 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
- CONFERENCE WITH LEGAL COUNSEL – Anticipated Litigation (3 Cases)

Pursuant to Section 54957.6
- CONFERENCE WITH LABOR NEGOTIATOR
  Agency Negotiator: Teresa Dreyfuss
  Employee Organization: CSEA, RHCFA
Pursuant to Section 54957

- PUBLIC EMPLOYEE DISCIPLINE / DISMISSAL / RELEASE

- PUBLIC EMPLOYEE EMPLOYMENT
  - Full-time Articulation Officer / Counselor
  - Full-time Nursing instructor

- PUBLIC EMPLOYEE PERFORMANCE EVALUATION
  - Superintendent/President

Upon returning from Closed Session, the following action was reported out:

106. It was moved by Mr. Mendez, seconded by Ms. Acosta-Salazar and carried unanimously to approve the employment of Nursing Instructor, Katherin Brandt, effective August 18.

107. It was moved by Mr. Mendez, seconded by Ms. Acosta-Salazar and carried unanimously to approve the employment of the Articulation Officer / Counselor, Song-Nguyet Graham effective August 18, 2011.

VII. ADJOURNMENT

- Date of Regular Meeting – July 13, 2011, 6:00 p.m., Rio Hondo College, Board Room, Administration Building.