I. CALL TO ORDER

A. Call to Order

Ms. Shapiro called the meeting to order at 6:04 p.m.

B. Pledge of Allegiance

Ms. Ruthie Retana led the salute to the flag.

C. Roll Call

Ms. Vicky Santana reported absent (excused).

D. Oath of Office

Ms. Shapiro administered the oath of office to newly elected Student Trustee, Jaime “JJ” Magallón.

E. Approval of Minutes: May 14, 2014
On motion of Ms. Pacheco, seconded by Ms. Garcia, the Board voted by unanimous vote of the four members present [Garcia, Mendez, Pacheco, Shapiro] to approve the minutes of May 14, 2014. Student advisory vote was aye.

F. Open Communication for Public Comment

No comments were made from the public.

G. Commendations
- Distinguished Service Award – Lee Baca

H. Break

I. Presentations
- Sabbatical Leave (Ada Brown)
- 5-Year Construction Plan (James Poper)
- Tentative Budget (Teresa Dreyfuss)

II. CONSENT AGENDA

Mr. Mendez requested that items IIA5, IIA14, and IIA15 be removed from the Consent Agenda.

On motion of Ms. Garcia, seconded by Mr. Mendez, the Board voted by unanimous vote of the four members present [Garcia, Mendez, Pacheco, Shapiro] to approve the following Consent Agenda with the exception if items IIA5, IIA14, and IIA15. Student Advisory Vote was Aye.

A. FINANCE & BUSINESS

1. Finance and Business Reports

   The Board of Trustees approved the following Finance and Business Reports:

   a. Purchase Order Report – Approved the Purchase Order Report containing purchases for the preceding month.
   c. Appropriation Transfer at End of School Year – Approved the Appropriation Transfer at End of School Year as detailed in the agenda.

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

   The Board of Trustees approved the following staff members and Board Members who could attend in the following educational conferences:


   Henry Gee to participate at the National Association of Student Personnel Administration (NASPA) Regional Governance Task Force Meeting in New
3. **Tentative Budget for 2014/2015**

The Board of Trustees approved the 2014/2015 Tentative Budget as presented for submission to the County Superintendent of Schools pursuant to Education Code §85023.

4. **Auxiliary Services Organization Board of Directors – 2014-2015**

The Board of Trustees approved the members of the Auxiliary Services Board of Directors for the 2014/2015 school year as shown below:

Robin Siara          Advisor, Athletics  
Steve Hebert         Dean, Kinesiology, Dance & Athletics  
Alyson Cartagena    Advisor, Dance  
Mike Slavich         Dean, Applied Technology  
Ygnacio Flores      Dean, Public Safety  
Christopher Guptill  Dean, Arts  
Robert Miller       Advisor, Cultural Events / Art Gallery  
Bill Korf           Advisor, Theatre  
Steve Moshier       Advisor, Music  
Steve Tomory         Applied Technology  
Robert Holcomb      Dean, Communication and Languages  
Jim Matthis         Advisor, Rivers Voice  
Tom Callinan        Advisor, Writes of Spring  
John Francis        Advisor, El Paisano  
Libby Curiel        Advisor, Forensics  
Jasmine Lopez       Interim Director of Student Life & Leadership  
Jay Sunyogh         Advisor, VICA  
Philip Luebben      Interim V.P. Finance & Business  
Melvyn Mueller      Advisor, Pistol Team  
Alejandro Ramirez   AS President  
Joanna Ruiz         AS Vice President  
Tiare Barrios       AS Treasurer

5. **Appointment or Reappointment to Rio Hondo College Citizens Oversight Committee - Removed from Consent Agenda.**

6. **Renewal of Instructional Service Agreements**

The Board of Trustees approved the two instructional service agreements as presented and authorized the Administration to sign appropriate documents on behalf of the District.

a. City of Santa Fe Springs - Fire Department employees. Revenue generated from Full Time Equivalent Students (FTES) will be split:
   - 70% to Rio Hondo and 30% to the City of Santa Fe Springs Fire Department until $25,000 threshold is reached.
   - 80% to Rio Hondo and 20% to the City of Santa Fe Springs Fire Department after the $25,000 threshold has been reached.
The term of this instructional services agreement is from September 1, 2014 through August 31, 2015.

b. U. S. Forest Service - Angeles National Forest employees. Revenue generated from FTES will be split 80% to Rio Hondo and 20% to the U. S. Forest Service. The term of this instructional services agreement is from June 29, 2014 through June 30, 2015.

The renewal of these two service agreements are for the fire technology related training, which includes but is not limited to Emergency Response, Incident Command, and Wildland Fire Training.

7. Apprenticeship Instructors – Southern California Carpentry Joint Apprenticeship and Training Committee and/or Southwest Carpenters Training Fund

The Board of Trustees approved the employment of the Southern California Carpentry Joint Apprenticeship and Training Committee and/or Southwest Carpenters Training Fund instructors listed below for the fiscal year 2014-15 under the terms outlined in the Board agenda, and authorized the Administration to execute appropriate documents on behalf of the District.

<table>
<thead>
<tr>
<th>Todd Aston</th>
<th>Miguel Jimenez</th>
<th>Manuel Najera</th>
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<tbody>
<tr>
<td>Jesus Beltran</td>
<td>Mark Johnson</td>
<td>Ismael Onofre</td>
</tr>
<tr>
<td>Ismael Castillo</td>
<td>John Juarez</td>
<td>Thomas Rodriguez</td>
</tr>
<tr>
<td>John Castillo</td>
<td>James Linehan</td>
<td>Thomas Rooney</td>
</tr>
<tr>
<td>Michael Contreras</td>
<td>Jacob Lopez</td>
<td>John Sartor</td>
</tr>
<tr>
<td>Juan Flores</td>
<td>Curtis Love</td>
<td>Ronald Smallwood</td>
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<tr>
<td>Michael Gauntt</td>
<td>Gonzalo Luna</td>
<td>William Thompson</td>
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<tr>
<td>Jason Geiger</td>
<td>Mike Madrid</td>
<td>Galo Toapanta</td>
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<tr>
<td>Dario Gonzales</td>
<td>Luis Maltos</td>
<td>Marco Velazquez</td>
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<tr>
<td>William Gosnell</td>
<td>Jesse Milan</td>
<td>Frank Ward</td>
</tr>
<tr>
<td>Lamar Hanger</td>
<td>Robert Miller</td>
<td>Frank Zambrano</td>
</tr>
</tbody>
</table>

8. Apprenticeship Instructors – Heat and Frost Insulators and Asbestos Workers Joint Apprenticeship Committee

The Board of Trustees approved the employment of the Heat and Frost Insulators and Asbestos Workers Joint Apprenticeship Committee instructors listed below under the terms outlined in the Board agenda, and authorized the Administration to execute appropriate documents on behalf of the District.

<table>
<thead>
<tr>
<th>Tony Magallanes</th>
<th>Manuel Pacheco</th>
</tr>
</thead>
<tbody>
<tr>
<td>Caesar Ramirez</td>
<td>Luis Cuevas</td>
</tr>
<tr>
<td>Salvador Romero</td>
<td></td>
</tr>
</tbody>
</table>
agenda, and authorized the Administration to execute appropriate documents on behalf of the District.

Rich Beesmer  Dan Cox
David Barton  Loren Gameros
Keith Aker  John Sharon

10. **Revenue Agreement – International Study Tour, Inc.**

The Board of Trustees approved the revenue agreement to provide not-for-credit “English as a Second Language” classes to international students through International Study Tour, Inc. and authorized the Administration to execute the appropriate documents on behalf of the District. Classes would begin on July 7, 2014 and continue through August 15, 2014.

11. **Award of Bid #2030 – Fitness Center Mechanical Upgrade Project – JR Universal Construction Group**

The Board of Trustees awarded the contract for Fitness Center Mechanical Upgrades to JR Universal Construction, in the amount of $471,371.00 from Bond funds and authorized the Administration to execute appropriate documents on behalf of the District.

12. **Contract Education – Memorandum of Understanding (MOU) with Tri-Cities Regional Occupational Program**

The Board of Trustees approved the MOU with TCROP to provide a registered dental assistant program at Pioneer High School and authorized the Administration to execute the appropriate documents on behalf of the District.

13. **AB86 Adult Education Consortium Planning Grant – California Community Colleges Chancellor’s Office**

The Board of Trustees accepted the grant award in the amount of $272,356.00 for AB86 Adult Education Consortium Planning Grant, and authorized the Administration to execute the appropriate Documents on behalf of the District.

14. **Design Services for the Rio Plaza – Westberg + White, Inc.**

Item removed from Consent Agenda.

15. **Design Services for Bookstore, Print Shop and Adjacent Restrooms – MVEI**

Item removed from Consent Agenda.

16. **Augment Funding for American Reprographics Company, LLC – Imaging of Admissions and Records Paper Documents**

The Board of Trustees approved additional augmentation of the contract with American Reprographics Company, LLC for imaging of Admissions and Records Paper Documents in an amount of $4,183.83, to a total of $37,109.83
17. **Grant – California Community Colleges Chancellor’s Office, Division of Workforce and Economic Development State Energy Resources Conservation Division and Development Commission**

The Board of Trustees accepted the $50,000.00 Grant from the California Community Colleges Chancellor’s Office and authorized the Administration to execute appropriate documents on behalf of the District.

18. **MOU between Rio Hondo College Automotive Technology Training Center and the Tire Industry Association**

The Board of Trustees approved an MOU for automotive tire service training for the period July 29, 2014 through October 17, 2014 with the Tire Industry Association, in an amount not to exceed $8,125.00 from WIP Grant funds and authorized the Administration to execute the appropriate documents on behalf of the District.

19. **Ratification of Additional DSA Fees – Student Union Building**

The Board of Trustees ratified the additional $147.00 in fees paid to the DSA for additional review time on the Student Union Building and authorized the Administration to execute the appropriate documents on behalf of the District.

20. **Approval of Structural Engineering Consulting Services for Wall Repair at Kinesiology, Dance & Athletics – IDS Group**

The Board of Trustees approved the proposal of $3,000.00 for structural engineering consulting services for wall repair at KDA from IDS Group to be paid from Bond Funds and authorized the Administration to execute appropriate documents on behalf of the District.

21. **Grant Renewals**

The Board of Trustees approved the following grant renewals from the California Community Colleges Chancellor’s Office as summarized:

a. The California Community Colleges Chancellor’s Office (CCCCO) renewed grant agreement No. 14-C01-044 funding for Career & Technical Education Act (CTE), Title 1C. The purpose of the CTE, Title 1C Grant is to develop the academic, career and technical skills of postsecondary students who elect to enroll in career and technical education programs. The total amount of the grant is $551,952.00 beginning July 1, 2014 through June 30, 2015.

b. The California Community College Chancellor’s Office Workforce and Economic Grants Division renewed funding for grant agreement #14-156-004 Deputy Sector Navigator Health Los Angeles County. The objective is to target investment at priority and emergent sectors as chosen by each of the ten regions of California and meet the intent of specific objectives of the...
Economic and Workforce Development Program and the Career Technical Education Pathways Program. The total amount of the grant is $200,000.00 for the term of July 1, 2014 through June 30, 2015.

c. The California Community College Chancellor’s Office Workforce and Economic Grants Division renewed funding for grant agreement #14-160-003 Deputy Sector Navigator Energy Efficiency and Utilities Los Angeles County. Funding sources are SB1402, Economic and Workforce Development and SB1070 Career Technical Education Pathways. The objective of the grant is to collaborate with the consortia and the respective Sector Navigator that have identified Energy (Efficiency) and Utilities as a priority or emerging technology sector, assemble advisory boards to establish needs assessment and defined accountability based performance outcomes and measurements. The total amount of the grant is $200,000.00 for the term of July 1, 2014 through June 30, 2015.

22. Revenue Agreement – Basic Technician Training Course in the Commercial Food Service Industry – iM3, LLC

The Board of Trustees approved a revenue agreement with iM3, LLC (d.b.a. Ignitor Labs) to provide a Basic Technician Training Course in the commercial food service industry for the term July 1, 2014 through June 30, 2018 and authorized the Administration to execute appropriate documents on behalf of the District.

23. Abtech Systems, Inc. – Single (Sole) Source for Procurement of Managed Computer Network Backup Services

The Board of Trustees found that Abtech Systems, Inc. is the single source of procurement for managed off-site backup of the District’s computer network and the District recognized no benefit nor realize any profit through formal bidding. The Board further approved a two year agreement in the amount of $102,000.00 from the General Fund and authorized the Administration to execute appropriate documents on behalf of the District.


The Board of Trustees approved the proposal of $14,850.00 for the new concrete foundations for the Training Prop at the Santa Fe Springs Fire Academy from Ed Sanford, Inc., d.b.a. Custom Builders to be paid from the Bond Funds and authorized the Administration to execute appropriate documents on behalf of the District.

25. Upgrade of VoIP Phone System Software – NE Systems

The Board of Trustees approved and awarded the contract to NE Systems in the amount of $4,500.00 to provide upgrade of the VoIP phone system to be paid from Bond Funds and authorized that Administration to execute appropriate documents on behalf of the District.
26. **PE Complex Project – Relocation Services – American Relocation and Logistics**

The Board of Trustees approved the proposal from American Relocation and Logistics for relocation services in the amount of $2,964.00 from Bond Funds and authorized the Administration to execute contracts on behalf of the District.

27. **Approval of Architectural Consulting Services for Division of the State Architect (DSA) Plan Check for All Training Props at the Santa Fe Springs Fire Academy – Furuto Rubio & Associates**

The Board of Trustees approved the proposal of $24,130.00 for architectural consulting services for Division of the State Architect (DSA) plan check for all training props at Santa Fe Springs Fire Academy from Furuto Rubio & Associates, Inc. to be paid from the Bond Funds and authorized that Administration to execute appropriate documents on behalf of the District.

28. **Approval for Plan Check Fee to Division of the State Architect (DSA) – Plan Review for Props at Santa Fe Springs Fire Academy**

The Board of Trustees approved the plan check fee to the Division of the State Architect (DSA) – plan review for props at Santa Fe Springs Fire Academy in the amount of $1,025.01 from Bond Funds and authorized the Administration to execute appropriate documents on behalf of the District.

29. **Approval of the 2016/2017 Five-Year Capital Construction Plan**

The Board of Trustees approved the 2016/2017 Five-Year Capital Construction Plan and authorized the President of the Board of Trustees and the Superintendent/President of the College to sign the documents on behalf of the District.

30. **Continuing Education**

a. **Katar Diamond** – To introduce students to Nine Star Ki – the ancient system for understanding personal biorhythms and the relationship with the surrounding world. Nine Star Ki techniques help individuals plan important activities during their optimal personal cycles and help them better understand their family, friends, and co-workers. Dates of service: July 1, 2014 – June 30, 2015. Payment will be 60% to the college and 40% to the consultant.

31. **Consultants**

The Board of Trustees approved the following Consultants as amended (revision to item “c” and addition to four additional consultants ab., ac., ad., ae.

a. **Juan Felipe Alvarez** – To present/train Foster and Kinship Care Education (FKCE), trainings/workshops/classes in English and Spanish on various topics such as: D-Rate Pre-Service, Sexual Abuse, Active Parenting; AB12; Cultural Diversity & Identity; Bullying; Grief & Loss; LGBTQ Youth in
June 11, 2014

Foster Care; Discipline; Attachment Parenting; Teen Pregnancy Prevention; Reactive Attachment Disorder (RAD); Special Education (IEP); Caring for Children who Have Experienced Trauma; as well as other specialized topics in foster care and parenting. Dates of service: July 1, 2014 – June 30, 2015. Payment not to exceed $1,800.00 from Foster Kinship Care Education Grant.

b. Christina Maria Auer-Arriaga – To present/instruct trainings/workshops/classes to youth in the Youth Empowerment Strategies for Success (YESS-ILP) Program on various life skills topics such as Education/College, daily living, financial literacy, employment, financial aid; taking care of yourself; mental health issues; as well as other specialized topics in foster care and independent living. Dates of service: July 1, 2014 – June 30, 2015. Payment not to exceed $2,000.00 from YESS-ILP Grant.

Amended

C. Christina Maria Auer-Arriaga – To present/train Foster and Kinship Care Education (FKCE) trainings/workshops/classes on various topics such as: D-Rate Pre-Service; F-Rate Pre-Service; Recognizing Abuse; The effects of Abuse; AB12 Extended Foster Care; Cultural Diversity & Identity; Bullying; Grief & Loss; Mental Health Conditions/Disorders; (ADD/ADHD), Autism, Bipolar, Tourette’s Syndrome, Depression; Anxiety; Reactive Attachment Disorder (RAD) Anxiety Disorders; Fetal Alcohol Effects; Preparing Youth for College/Independence; Teen Brain; Dependency Court; Allegation Prevention; Foster Parent Roles, Rights, Responsibilities; Chemical and Substance Abuse; Sexuality Issues; College-Employment Preparation; Behavior Management/Modification; Attachment Parenting; Conflict Management; Working with the System; Working with Birth Parents; Teen Pregnancy Prevention; Special Education (IEP); Caring for Children who Have Experienced Trauma; Caring for Young Adults; as well as other specialized topics in Foster care and parenting. Dates of service: July 1, 2014 – June 30, 2015. Payment not to exceed $4,500.00 from Foster Kinship Care Education Grant.

d. Deborah Patrice Brown – To present/train Foster and Kinship Care Education trainings/workshops/classes in English and Spanish on various topics such as: True Parenting; Understanding Personality and Temperament Styles; Behavior Management/Modification; Working with Parents; School Success; as well as other specialized topics in foster care, education & parenting. Dates of service: July 1, 2014 – June 30, 2015. Payment not to exceed $1,500.00 from Foster Kinship Care Education Grant.

e. Deborah Patrice Brown – To present/train Foster and Kinship Care Education (FKCE) trainings/workshops/classes in English and Spanish on various topics such as: Recognizing Abuse; The Effects of Abuse; Suicidal and Homicidal Behaviors; Domestic Violence in the Home; Bullying and other Aggressive Behaviors; Lying, Cheating & Stealing; Grief & Loss; Mental Health Conditions/Disorders; Behavior Management/Modification; Anger Management; Conflict Management; Effective Communication; The Effects of Trauma; Nurturing the Mind; as well as other specialized topics in foster care & parenting. Dates of service: July 1, 2014 – June 30,
2015. Payment not to exceed $2,500.00 from Foster Kinship Care Education Grant.

f. C3 Business Solutions, Inc. – To provide Oracle Apex training and support for use of the Mt. SAC enrollment management system. Services will be 4-days/4-hours each day on Oracle Applications Express 4.1. Payment not to exceed $9,450.00 from the General Fund.

g. John Chocholak – To serve as a facilitator for one of the Career Technical Education (CTE) Summer Academy Modules for middle school students. Dates of service: July 1, 2014 – July 30, 2014. Payment not to exceed $2,000.00 from the Tech Prep SB70 Grant.

h. Betsy A. Cisneros – To present/train Foster and Kinship Care Education (FKCE) trainings/workshops/classes in English and Spanish on various topics such as: When Children Grieve Series (Grief Recovery Institute Curriculum); Helping Children with Loss; Holiday Blues; Conflict Resolution; Habits of Highly Effective Families/Teens; Building Self-Esteem; Taking Care of the Caregiver (Self-Care); Stress Management; Back to School Preparation; Loving Discipline; Working with Birth Parents; Effective Communication; Attachment Parenting; Pregnancy Prevention; Co-Train Parent Expectations Support-Achievement, PESA-LACOE); Managing Crisis; Preventing and Managing Allegations; AB12 Extended Foster Care; Cultural Diversity & Identity; Bullying; Grief & Loss; Holiday Depression; Ages and Stages; Caring for Teens; Behavior Management/Modifications; Chemical and Substance Abuse; LGBTQ Issues in Foster Care; Attachment Development & Therapeutic Parenting, Conflict Management; Working with the System; Teen Pregnancy Prevention; Caring for Children who Have Experienced Trauma; as well as other specialized topics in foster care and parenting. Dates of service: July 1, 2014 – June 30, 2015. Payment not to exceed $6,000.00 from Foster Kinship Care Education Grant.

i. Karen Dixon – To present trainings/workshops/classes to youth in the Youth Empowerment Strategies for Success (YESS-ILP) Program on various life skills topics such as: Education/College, daily living, financial literacy, employment, financial aid; taking care of yourself, mental health issues; as well as other specialized topics in foster care and independent living Dates of service: July 1, 2014 – June 30, 2015. Payment not to exceed $1,500.00 from Youth Empowerment Strategies for Success-Independent Living Program.

j. Karen Dixon – To present/train Foster and Kinship Care Education (FKCE) trainings/workshops/classes on various topics such as: Whole Foster Family Home (W-Rate Pre-Service); The Effects of Abuse; AB12 Extended Foster Care; Child Abuse/Neglect; Allegation Prevention; Foster Parent Roles, Rights, Responsibilities; Chemical & Substance Abuse; Sexuality Issues; Behavior Management/Modification; Attachment Parenting; Taking Care of the Caregiver-Self Care; Permanency Planning/Options; IEP Process; Successful Visitations; Teen Pregnancy/Working with Teen Parents; Working with the System; Working with Birth Parents; Lesbian, Gay, Bisexual, & Transgender Youth (LGBTQ); Caring for Children who Have Experienced Trauma; Foster Youth Emancipation/Independent
k. Andrew Gold – To serve as a middle school consultant for Tech Prep SB70 Citrus College Sub Grant. Dates of service: July 1, 2014 – July 30, 2014. Payment not to exceed $2,000.00 from SB70 Grant.

l. Keith E. Hall – To present “Thriving with Your Strengths” workshop. This interactive workshop will challenge CalWORKS student leaders to reflect on their strengths and ways they can apply them to thrive academically and professionally. Date of service: June 27, 2014. Payment not to exceed $1,000.00 from CalWORKS.

m. Demontray Hankins – To present and provide speaker services at Youth Empowerment Strategies for Success (YESS-ILP) workshops/events. Dates of service: July 1, 2014 – June 30, 2015. Payment not to exceed $400.00 from Youth Empowerment Strategies for Success-ILP Grant.

n. Mary L. Hibbard – To present/train Foster and Kinship Care Education (FKCE) trainings/workshops/classes on various topics such as: Fetal Alcohol Spectrum Disorders; Recognizing Abuse; The Effects of Abuse; Permanency Options; Positive Family Visits; Chemical & Substance Abuse; Behavior Management/Modifications; Self-Care; Working with the System; Working with Birth Parents; Teen Pregnancy Prevention; D & F Pre-Service Trainings; as well as other specialized topics in foster care & parenting. Dates of service: July 1, 2014 – June 30, 2015. Payment not to exceed $2,000.00 from Foster Kinship Care Education Grant.

o. Eileen Mayers Pasztor – To present/train Foster and Kinship Care Education (FKCE) trainings/workshops/classes on various topics such as: Working with the System; Learning Disabilities; Child Growth/Development (The Jigsaw Puzzle Child); Foster Parent/Kinship Care Provider Roles/Responsibilities; as well as other specialized topics in foster care and parenting. Dates of service: July 1, 2014 – June 30, 2015. Payment not to exceed $1,500.00 from Foster Kinship Care Education Grant.

p. Hector L. De Paz – To present/train Foster and Kinship Care Education (FKCE) trainings/workshops/classes in English and Spanish on various topics such as: Domestic Violence; Recognizing Abuse; The Effects of Abuse; Child Abuse/Neglect; Chemical & Substance Abuse; Sexuality Issues; Behavior Management/ Modification; Family Systems (Family Change; Working with Birth parents; Foster Youth Emancipation/Independent Living Skills; as well as other specialized topics in foster care/parenting and class/Curriculum translation as needed Dates of service: July 1, 2014 – June 30, 2015. Payment not to exceed $2,500.00 from Foster Kinship Care Education Grant.

q. Deena H. Robertson – To present/train Foster and Kinship Care Education (FKCE) trainings/workshops/classes on various topics such as D-Rate Pre-Service; Recognizing Abuse; The Effects of Abuse, AB12 Extended Foster Care; Child Abuse/Neglect; Allegation Prevention; Foster
Parent Roles, Rights, Responsibilities; Chemical & Substance Abuse; Sexuality Issues; Behavior Management/Modification; Attachment Parenting; Self-Care/Mindfulness; Working with the System; Working with Birth Parents; Active Parenting; Caring for Children who Have Experienced Trauma; Foster Youth Emancipation/Independent Living Skills; as well as other specialized topics in foster care & parenting. Dates of service: July 1, 2014 – June 30, 2015. Payment not to exceed $3,000.00 from Foster Kinship Care Education Grant.

r. Ana Patricia Silva – To present/train/facilitate Foster and Kinship Care Education trainings/workshops/classes on various topics in English/Spanish such as: Preparing Your Child for School; Working with Your Child’s Teacher; School Success; IEP Process/Team; Parent Expectations Support Achievement PESA-LACOE Curriculum as well as other specialized topics in education/school; foster care/parenting and class/curriculum translation as needed. Dates of service: July 1, 2014 – June 30, 2015. Payment not to exceed $2,000.00 from Foster Kinship Care Education Grant.

s. Lori Switanowski – To coordinate/present/instruct trainings/workshops/classes to youth in the Youth Empowerment Strategies for Success (YESS-ILP) Program on various life skills topics such as Education/College, daily living, financial literacy, employment, financial aid, taking care of yourself; mental health issues; as well as other specialized topics in foster care and independent living. Dates of service: July 1, 2014 – June 30, 2015. Payment not to exceed $3,000.00 from Youth Empowerment Strategies for Success Grant.

t. Lori Switanowski – To present/train Foster and Kinship Care Education (FKCE) trainings/workshops/classes on various topics such as: D-Rate Pre-Service; Recognizing Abuse; The Effects of Abuse; AB12 Extended Foster Care; Sexual Exploitation of Children; Cultural Diversity & Identity; Bullying and other Aggressive Behaviors; Lying, Cheating & Stealing; Grief and Loss; Mental Health Conditions/Disorders; (ADD/ADHD), Autism, Bipolar, Tourette’s Syndrome, Depression; Anxiety; Reactive Attachment Disorder (RAD); Anxiety Disorders; Fetal Alcohol Effects; Parent Project; The Teen Brain; Anger Management; Learning Disabilities; Allegation Prevention; Foster Parent Roles, Rights, Responsibilities; Chemical & Substance Abuse; Sexuality Issues; Behavior Management/Modification; Attachment Parenting; Conflict Management; Working with the System; Working with Birth Parents; Teen Pregnancy Prevention; Special Education (IEP); Caring for Children who Have Experienced Trauma; Dangerous Teen Trends as well as other specialized topics in foster care & parenting. Dates of service: July 1, 2014 – June 30, 2015. Payment not to exceed $7,000.00 from Foster Kinship Care Education Grant.

u. Ana M. Vargas – To present/train/facilitate Foster and Kinship Care Education (FKCE) trainings/workshops/classes on various topics in English/Spanish such as: Nutrition; Family Time; Self-Esteem; Permanency Options; Adoption Process; Working with Birth Parents; Working with the System; Reunification; Kinship Orientation; Reading First; Advocating for your Child; as well as other specialized topics in foster care/parenting and class/curriculum translation as needed. Dates of
service will be July 1, 2014 – June 30, 2015. Payment not to exceed $4,500.00 from Foster Kinship Care Education Grant.

v. Alexander J. Vracin – To present/train/provide American Red Cross Adult/Infant/Child CPR & First Aid Certification as well as American Red Cross Water Safety Trainings for the Foster and Kinship Care. Dates of service: July 1, 2014 – June 30, 2015. Payment not to exceed $4,500.00 from Foster Kinship Care Education Grant.

w. Valerie Williams – To present/train Foster and Kinship Care Education (FKCE) Trainings/workshops/classes on various topics such as: Working with the System; Working with Birth Parents; Family Visits; Mental Health Issues; Foster Youth Emancipation/Independent Living Skills; Caring & Empowering Young Adults; as well as other specialized topics in foster care & parenting. Dates of service: July 1, 2014 – June 30, 2015. Payment not to exceed $1,500.00 from Foster Kinship Care Education Grant.

x. Valerie Williams – To present/instruct trainings/workshops/classes to youth in the Youth Empowerment Strategies for Success (YESS-ILP) Program on various life skills topics such as Education/College, daily living, financial literacy, employment, financial aid; taking care of yourself; mental health issues; as well as other specialized topics in foster care and independent living. Dates of service: July 1, 2014 – June 30, 2015. Payment not to exceed $2,000.00 from Youth Empowerment Strategies for Success Grant.

y. Calvin Witcher – To present/train Foster and Kinship Care Education (FKCE) trainings/workshops/classes on various topics such as: IEP Process; Recognizing Abuse; Managing Crisis; Preventing and Managing Allegations; AB12 Extended Foster Care; cultural Diversity & Identity; Bullying; Grief & Loss; Holiday Depression; Chemical and Substance Abuse; LGBTQ Issues in Foster Care; Attachment Development & Therapeutic Parenting; Conflict Management; Working with the System; Teen Pregnancy Prevention; Reactive Attachment Disorder (RAD); Special Education (IEP); Caring for Children who Have Experienced Trauma; as well as other specialized topics in foster care and parenting. Dates of service: July 1, 2014 – June 30, 2015. Payment not to exceed $2,000.00 from Foster Kinship Care Education Grant.

z. Kelly E. Wood – To present/instruct Yoga Trainings/workshops/classes on Teaching Children to Breath with Calm and Compassion; Introduction to Yoga benefits and stress reducing techniques to Foster Parents, Caregivers and children through the Foster/Kinship Care Education Program (FKCE). Dates of service: July 1, 2014 – June 30, 2015. Payment not to exceed $1,000.00 from Foster Kinship Care Education Grant.

aa. Lynn Weddington – to act as a consultant for the DSPS Ambassador Program. To develop and coordinate a mentoring/peer leadership program. Safe Zone Ally Program, train student mentors/leaders; provide on-going training; develop a student mentoring/leadership resource manual; evaluate peer ambassador and mentee experiences. Dates of service: July 1, 2014 – September 30, 2014. Payment not to exceed
Amended

ab. Maria Dolores Alvidrez – To present/train facilitate Foster and Kinship Care Education (FKCE) trainings/workshops/classes on various topics in English/Spanish such as: D-Rate Pre-Service; F-Rate Pre-Service; Recognizing Abuse, Preventing and Managing Allegations; AB12 Extended Foster Care; Cultural Diversity & Identity; Bullying; Grief & Loss; Gangs 101; Chemical and Substance Abuse; Behavior Management/Modification; Attachment Parenting; Conflict Management; Working with the System, working with Birth Parents; Teen Pregnancy Prevention; Special Education (IEP); Caring for Children who Have Experienced Trauma; Permanency Planning; Caring for Young Adults; as well as other specialized topics in foster care/parenting and class/Curriculum translation as needed. Dates of service: July 1, 2014 – June 30, 2015. Payment not to exceed $9,500.00 from Foster Kinship Care Education Grant.

ac. Virginia Carol Baker – To present/train Foster and Kinship Care Education (FKCE) trainings/workshops/classes on topics such as D-Rate Pre-Service/DCFS & Caregiver Roles, Rights, Responsibilities; Working with the System, special Education; as well as resources and other specialized topics in foster care and parenting. Dates of service: July 1, 2014 – June 30, 2015. Payment not to exceed $1,800.00 from Foster Kinship Care Education Grant.

ad. Robbin Hatten – To present/instruct up to four (4) (4 hour) Life Book trainings/workshops/classes to Foster Parents, Caregivers and children through the Foster/Kinship Care Education (FKCE) Program. Dates of service: July 1, 2014 – June 30, 2015. Payment not to exceed $1,500.00 from Foster Kinship Care Education Grant.

ae. Maribel Romero – To present/train foster and Kinship Care Education (FKCE) trainings/workshops/classes in English and Spanish on various topics such as: Recognizing Abuse; The Effects of Abuse; Suicidal and Homicidal Behaviors; Domestic Violence in the Home; Bullying and other Aggressive Behaviors; Lying, Cheating & Stealing; Grief & Loss; Mental Health Conditions/Disorders; Behavior Management/Modification; Anger Management; Conflict Management; Effective Communication; The Effects of Trauma; Nurturing the Mind; as well as other specialized topics in foster care & parenting. Dates of service: July 1, 2014 – June 30, 2015. Payment not to exceed $2,500.00 from Foster Kinship Care Education Grant.

32. Consultant for Rio Hondo Region Adult Education Consortium – Adult Education Solutions

The Rio Hondo Region Adult Education Consortium reviewed the proposal from Adult Education Solutions. Adult Education Solutions will act as a Project Specialist for the Rio Hondo Region Adult Education Consortium. The Project Specialist tasks are to perform specific duties to facilitate the organization, development, communication and reporting of the consortium’s plan for regional collaboration for the Rio Hondo Region Adult
Education Consortium, including but not limited to the following:

- Coordination of all grant deliverables, including the timely writing/editing of required reports to complete the Regional Comprehensive Plan;
- Assisting in budget management in close coordination with the fiscal agent (Rio Hondo College);
- Organization and maintenance of all data from subcommittees and workgroups;
- Acting as liaison and coordinating all meetings of all groups, including responsibility for all correspondence, agendas and minutes.

Dates of service: June 12, 2014 – April 30, 2015. Payment not to exceed $100,000.00 from AB86 Adult Education Consortium Planning Grant.

B. PERSONNEL
1. Academic
   a. Employment

Special Assignment, Spring 2014

The following instructor will be paid a $250 stipend, paid out of Title V grant, for participating in all three workshops of the Instructional Development series and adapting at least two of the student success strategies to enhance students’ reading skills of a course textbook and to connect course curriculum to the real world of job and career success:

RIOS, Rudy, Business

The following instructor will be paid a $250 stipend, paid out of Title V grant, for participating in an instructional development training workshop on service learning and infusing at least two new service learning enhancements/activities to improve student engagement and success into her English 201 learning community course:

BEAN, Michelle, Communications and Languages

Summer Assignments 2014 (part time), 1st Session

Communications & Languages

LANER, Xochitl
OSTLING, Gerald
RENNIE, William

Counseling & Student Success

ALVARADO, Lupe
CUEVAS, Victoria

Mathematics

POMERANTSEV, Ludmila

Kinesiology, Dance & Athletics

MARTINEZ, Elaine
Public Safety
RAMIREZ, Richard
Hourly as Needed, Summer 2014

Cal WORKS
ALDRICH, Christine, Counselor/Coordinator

Career Technical Education
WILLIAMS, Mark, Career Technical Education

Counseling & Student Development
DE LA MORA, Martha

Health Science & Nursing
LUNA, Patricia

Kinesiology, Dance & Athletics
MARTINEZ, Elaine
SALAZAR, Mike
Hourly as Needed, Public Safety (Police)
See attached list

Hourly as Needed, Public Safety (Fire Science)
See attached list

Temporary, Full-Time Categorically funded (E.C. 87470), 2014-2015
ALDRICH, Christine, Cal WORKS Counselor/Coordinator
SANCHEZ, Denna, Psychologist/Coordinator
Hourly as Needed, 2014-2015

Career Technical Education
WILLIAMS, Mark

Counseling & Student Development
BACHOR, Alana
HUYNH, Jordan
MARQUEZ, Lorena
ROSS-JONES, Clara
BROOK, Dafna
LARA, Jose
RODRIGUEZ, Elmer
VILLEGAS, Fernando

Disabled Students
MUNOZ, Jovany
2. Management and Confidential

a. Employment

Categorically Funded (E.C. 87470)

If continued funding should not be available, appropriate 60 day notice will be served prior to the end of funding:

FISHER, Zolita, Director, TRIO/Student Support Services, effective July 1, 2014 through June 30, 2015

NOBLE, Bruce, Interim Project/Grant Manager effective July 1, 2014 through June 30, 2015

SALAZAR, Barbara, Interim Assistant Dean, Student Success and Retention (Basic Skills), effective July 1, 2014 through September 30, 2015

b. Resignation

WEINGART, Chedva, Director of Accounting. Her last day of employment was May 30, 2014

3. Classified

a. Employment

Regular Classified

ALFARO, Victor, Registration Clerk, Admissions & Records, 47.5%, 12 months, effective May 27, 2014

BALLENTINE, Bo, Custodian, Facilities Services, 45%, 12 months, effective June 2, 2014

CABRAL, Sergio, Custodian, Facilities Services, 100%, 12 months, effective June 2, 2014

SANTA CRUZ, Raul, Registration Clerk, Admissions & Records, 47.5%, 12 months, effective May 27, 2014

The following employee is being hired in the designated capacity with dedicated funding through June 30, 2014. If continued funding should not be available, 60-day notice shall be served:

GARCIA, Lizbeth, Children’s Center Aide, Child Development Center, 37.5%, 11.5 months, effective May 27, 2014

Substitutes, 2014-2015

Facilities Services

GUILLIEN, Javier, Electrician
GUILLIEN, Javier, Locksmith
KINDRED, Kelly, Instructional Asst. - MSC
ROMERO, George, Instructional Asst. -MSC

Child Development Center
Public Safety
(Police Academy & Fire Academy Training & Operations Specialists)

AMADOR, Daniel, FA
BISCAILUZ, James, FA
CARRILLO, Patrick, FA
CERMAK, John, FA
CHUTE, Steven, FA
CROOK, Michael, FA
DOYLE, Andrew, FA
ESPLEY, David, FA
FLACK, Charles, FA
GARDEA, Christopher, FA
GRZYWA, Andrew, FA
HARTINGER, Tim, FA
JOHNSON, Martin, FA
KANG, David, FA
LEE, Robert, FA
NOBLE, Bill, FA
POCK, Rudy, FA
RUDIGER, Gregory, FA
SIEFKE, Evan, FA
TOLEDO, Marcues, FA
VIRAMONTES, Frank, FA

AZMY, Tarek, PA
BRAKEBILL, James, FA
CASTRO, Rudolph, FA
CHAN, Ruben, FA
CLARK, Dennis, FA
De ANGELIS, Danny, FA
ESCONTRIAS, Sean, FA
FISH, Anthony, FA
GALAZ, Nick, FA
GARTNER, Daniel, FA
HAEBERLE, Scott, FA
HUGHES, Robert, FA
JONES, Carl, PA
LANGER, Michael, FA
MEADROWS, Jeremiah, FA
PAINTON, Todd, FA
RAMIREZ, Benito, PA
RUIZ, Andrew, FA
SZENCZI, Chris, FA
VERDIELL, Jesus, PA
YULE, Michael, PA
ZERO, Patrick, FA

Continued Employment, Regular Classified, 2014-2015

The following employees will continue in the designated capacity with dedicated funding through June 30, 2015. If continued funding should not be available, 60-day notice shall be served:

ACOSTA, Monika, Financial Aid Coordinator, Financial Aid
AGUILAR, Elda Angie, Clerk Typist III, EOPS
BATEMAN, Carissa, Clerk Typist III, Health Sciences & Nursing
BELMAL, Erik, Educational Advisor, TRIO/SSS/STEM
BURDATT, Kathy, Clerk Typist III, Career Technical Education
CABALLERO, Irma, EOPS Evaluator, EOPS
CASTANEDA, Arely, Sr. Financial Aid Assistant, Financial Aid
CHANG, Kerri, Child Development Teacher, Child Development Center
CHAVEZ, Vanessa, Educational Advisor, Outreach & Ed. Partnerships
CORRALES, Alfred, Tool Room Attendant, Career Technical Education
CORRALES, Lydia, Clerk Typist III, Career Technical Education
CRUZ, Sonia, Food Service Worker, Child Development Center
GARCIA, Elvia, Children’s Center Aide, Child Development Center
GARCIA, Lizbeth, Children’s Center Aide, Child Development Center
GARCIA, Norma, Testing Technician, Assessment Center
GILMORE, Patiste M., Research Specialist, Institutional Research & Planning
GONZALEZ, Guadalupe, Children’s Center Aide, Child Development Center
GONZALEZ, Teresa, Student Services Assistant, Outreach/ Ed. Partnerships
LANE, Denise, Sr. Food Service Worker, Child Development Center
LOPEZ, Deborah, Sr. Financial Aid Assistant, Financial Aid
LOPEZ, Maria, Financial Aid Assistant, Financial Aid
MARINO, Rose, Children’s Center Aide, Child Development Center
MARTINEZ, Teresa, Clerk Typist II, Staff Development
b. **Transfer**

GARCIA, Norma, Educational Advisor in Outreach to a Testing Technician in the Assessment Center, effective May 28, 2014

c. **Retirement**

SCOTT, Norman, Fire Academy Training & Operations Specialist, Public Safety. His last day of employment is June 13, 2014, with his first day of retirement being June 15, 2014.

4. **Unrepresented (AP 7130) 2014-2015**

a. **Employment**

**Hourly**

**Arts & Cultural Programs**

ABE, George, Model
ALVARADO, Anabel, Model
BENAVIDES, Valeria, Model
BONNANI, Cathy, Model
BROWN, Shirley, Model
CRAIG, Jazmine, Model
DAVIS, Arthur, Model
DEVAI, Trace, Model
FALLS, Michael, Model
GOMEZ, Marissa, Model
GRUNSEIT, Matan, Model
HARDY, Frances, Model
JACOBSEN, Steven, Model
KIM, Kyounghee, Accompanist
LIBEL, Angela
MAY, Linda, Model
MILLER, Natalie, Model
MORGAN, Courtney, Model

ABE, Roxanne, Model
BECK, Jonathan, Model
BOLEN, Montcell, Model
BOOTH, Shea, Model
COLE, John, Model
CZECHORSKY, Toni, Model
DAVISON, Asher, Model
FABOS, Jennifer, Model
FOREMAN, Karole, Model
GORDON, Derek, Accompanist
HALE, Susan, Model
HOUSTON, Yuko, Model
KELLY, Sharon, Model
KLANDERUD, Keith, Model
LUNA, Nikolas, Model
McDONALD, Adair, Model
MINGRINO, David, Model
PURPURA, Amy, Model
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<thead>
<tr>
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<tbody>
<tr>
<td>SOKOL, Alexia</td>
<td>TEO, Cheen Lee, Model</td>
<td>WOOD, Michael, Model</td>
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<tr>
<td>VALENZUELA, Javier</td>
<td></td>
<td>WORRILOW, Lynn, Model</td>
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<td>YELTAN, Aycil, Model</td>
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**Continuing Education/Non-Credit**

<table>
<thead>
<tr>
<th>ADAMS, Frederick</th>
<th>ALAEI, Brittany</th>
</tr>
</thead>
<tbody>
<tr>
<td>BARRAZA, Elizabeth</td>
<td>BAUGHMAN, Trissia</td>
</tr>
<tr>
<td>BEAU, Leslie</td>
<td>FIERRO, Antoinette</td>
</tr>
<tr>
<td>GARCIA, Leticia</td>
<td>GARDNER-LEMUS, Leslie</td>
</tr>
<tr>
<td>HODNETT, Suzette</td>
<td>IKEDA, Susan</td>
</tr>
<tr>
<td>OLEA, Eugene</td>
<td>RAINIS, Michelle</td>
</tr>
<tr>
<td>SEVILLA, Norma</td>
<td>USARY, Patricia</td>
</tr>
</tbody>
</table>

**Disabled Students**

<table>
<thead>
<tr>
<th>ALBA, Jennifer, Interpreter/Trans.</th>
<th>ANDERSON, Dorie, Interpreter/Trans.</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANTWINE, Nakia, Interpreter/Trans</td>
<td>HENDERSON, Eileen, Interpreter/Trans.</td>
</tr>
<tr>
<td>HURTADO, Aimee, Interpreter/Trans</td>
<td>LOPEZ-GARCIA, Sandra, Inter./Trans.</td>
</tr>
<tr>
<td>MARTINEZ, Eleanor, Interpreter/Trans.</td>
<td>SALAZAR, Randy, Interpreter/Trans.</td>
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<td>SENGUPTA, Regina, Interpreter/Trans.</td>
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</tbody>
</table>

**Foster Care**

<table>
<thead>
<tr>
<th>MEURER, Catherine, Lecturer</th>
<th>MUSRHRUSH, Turid, Lecturer</th>
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<tbody>
<tr>
<td></td>
<td>WALKER, Joseph, Lecturer</td>
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**Kinesiology, Dance & Athletics**

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**Math and Sciences**

<table>
<thead>
<tr>
<th>ARIAS, Adriana, Supervisor</th>
<th>CHAPA, Irene, Tutor II</th>
</tr>
</thead>
<tbody>
<tr>
<td>COLON, Armando, Tutor II</td>
<td>DIP, Eduardo, Supervisor</td>
</tr>
<tr>
<td>FUKUSHIMA, Kristen, Tutor II</td>
<td>GOMEZ, Joaquin, Tutor II</td>
</tr>
<tr>
<td>HIDAJAT, Richard, Tutor II</td>
<td>KINDRED, Kelly, Tutor II</td>
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<tr>
<td>MARTINEZ, Marco, Tutor II</td>
<td>MEDINA, Timothy, Tutor II</td>
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<tr>
<td>NEAL, Chuck, Tutor II</td>
<td>PARRA, Marcy, Tutor II</td>
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<tr>
<td>PENA, Karina, Tutor II</td>
<td>PEREZ, Margaret, Tutor II</td>
</tr>
<tr>
<td>PIMENTEL, Armando, Tutor II</td>
<td>REGALADO, Louis, Tutor II</td>
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<tr>
<td>REYES, Osvaldo, Tutor II</td>
<td>ROMERO, George, Tutor II</td>
</tr>
<tr>
<td>SAAVEDRA, Susana, Tutor II</td>
<td>SILVA, Jaime, Tutor II</td>
</tr>
<tr>
<td>SOLIS, Javier, Tutor II</td>
<td>TRANG, Dat, Supervisor</td>
</tr>
</tbody>
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**Public Safety**

**Recruit Training Officers/Fire**

<table>
<thead>
<tr>
<th>Amador, Daniel</th>
<th>Hughes, Robert</th>
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<tbody>
<tr>
<td>Andrade, Edward</td>
<td>Johnson, Martin</td>
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<tr>
<td>Arzaoa, Christopher</td>
<td>Kang, David</td>
</tr>
<tr>
<td>Baires, Rey</td>
<td>Kemp, John</td>
</tr>
</tbody>
</table>
Barboza, Jesus  Langer, Michael
Barrera, Carlos  Lara, Armando
Behen, Timothy  Lardner, John
Biscailuz, James  Laursen, Ronald
Brakebill, James  Laveaga, Victor
Carrillo, Patrick  Lee, Jarod
Castro, Rudolph  Lee, Robert
Carter, Curtis  Levin, Corey
Cermak, John  Ling, Nicholas
Chacon, Eduardo  Lizano, Richard
Chan, Ruben  Lodico, Caleb
Chute, Steven  Lowrey, Neal
Clark, Dennis  Malouf, Adam
Coffelt, Kevin  Marangakis, Chris
Condit, William  Meadows, Jeremiah
Cook, Richard  Melendez, Paul
Correa, Cesar  Mora, Robert
Darling, Joseph  Noble, Bill
DeAngelis, Danny  Oh, Harry
Devine, Michael  Ong, Newton
Doyle, Andrew  Painton, Todd
Duplesse, Richard  Pock, Rudy
Egan, Thomas  Powell, Jeff
Escontrias, Sean  Ramirez, Benito
Espley, David  Red, Ricardo
Estorao, Omar  Ruiz, Andrew
Fish, Anthony  Sielfke, Evan
Flack, Charles  Szeczi, Chris
Fox, Steven  Toledo, Marcues
Galaz, Nick  Valle, Felix
Galvan, Robert  Vanderveen, Timothy
Gardea, Christopher  Varady, Travis
Gartner, Mikael  Viramontes, Frank,
Grzywa, Andrew  Vizcarra, Jose
Guerra, Paul  Weisshaupt, Brad
Gutierrez, Steven  Yule, Michael
Haeberle, Scott  Zero, Patrick
Hartinger, Tim

Recruit Training Officers/Wildland Fire

Baires, Rey  Garcia, Jerry
Barboza, Jesus  Gorman, Scott
Barrera, Carlos  Jimenez, Kevin
Bennett, Carol  Lara, Sergio
Biscailuz, James  Ling, Nicholas
Caraveo, Michaelangel  Machuca, Steven
Carrillo, Patrick  Macias, Guillermo
Chacon, Eduardo  Oh, Harry
Comer, Gerald  Salvador, Scott Juarez
Correa, Cesar  Valle, Emanuel
Daring, Joseph  Vanderveen, Timothy
Flores, Gabriel  Viramontes, Frank
Galaz, Nick  Weisshaupt, Brad
Recruit Training Officers/Police

Azmy, Tarek           Jones, Carl
Mueller, Melvyn       Verdiell, Jesus

Student Success & Retention (Basic Skills), Summer Bridge, 2014

CARREON, Moises, Tutor II  MEDINA, Rocio, Tutor II
MEJIA, Valery, Tutor II    MEJIA, Vanessa, Tutor II
VAISA, John, Tutor II      VASQUEZ, Freddy, Tutor II

Volunteers

GASPAR, Marcos, Kin., Dance & Ath.
KRUKOW, Amanda, Kin., Dance & Ath.
GONZALEZ, Eric, Kin, Dance & Ath.
SALANG, Anthony, Kin., Dance &
SANDOVAL, Gilberto, Kin., Dance & Ath.

C. ACADEMIC AFFAIRS
   1. Curriculum Items
      a. New Course that is Part of an Existing Program
         The following courses have been recommended for inclusion in our offerings and the catalog:

         **DANC 182:**
         (Kinesiology, Dance, & Athletics)
         Degree Applicable; (3 Units)
         **Justification:** The Dance Program does not currently offer a Dance Ensemble course, which is a necessary course for transfer preparation and career preparation. This course would provide vital knowledge and experience for both dancers and choreographers alike and would be a requirement of the proposed AA in Dance.

         **POLS 125:** Law and Democracy
         (Behavioral & Social Sciences)
         Degree Applicable; (3 Units)
         **Justification:** POLS 125 is designed for any student wishing to learn more about the law and its interaction with democratic government and those students wishing to attend law school. It is a requirement for any student seeking to complete the Community College Pathway to Law School Initiative.

      b. Unit Change
         The following course has been recommended for a unit change to reflect an increase/decrease in course content:

         **MUS 142: Intermediate Voice I**
         **Unit Change:** FROM: 1 Unit  TO: 1.5 Units

      c. Deletion from Curriculum
         The following courses have been recommended for deletion from our curriculum:

         **CHEM 131:** General Chemistry
         **CHEM 131L:** General Chemistry
MUS 205: Music Theory III

d. **New Non-Credit Certificates of Completion**
The following non-credit certificates have been recommended for inclusion in our offerings:

- B.I.M. (Building Information Modeling and CADD Technology for Architecture)
- Civil Drawing and Pressure Piping
- Parametric Modeling and CADD Technology for Mechanical Design

e. **New Program**
The following degree has been recommended for inclusion in our offerings and catalog:

- AA-T Degree – Elementary Teacher Education for Transfer (50-51 Units)

**ITEMS REMOVED FROM CONSENT AGENDA**

A. **FINANCE AND BUSINESS**

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

64. On motion of Mr. Mendez, seconded by Ms. Garcia, the Board voted by unanimous vote of the four members present [Garcia, Mendez, Pacheco, Shapiro] to approve the following members to the Citizens Oversight Committee as outlined:

   - Student Trustee Magallon appointed Leslie Gutierrez.
   - Ms. Shapiro appointed Andrew Moraga to replace Lois Czuba.

   Student Advisory Vote was Aye.

   This item will be returned to the next agenda for additional appointments.

The Board combined items 14 and 15 with one motion:

14. **Design Services for the Rio Plaza – Westberg + White, Inc.**

65. On motion of Mr. Mendez, seconded by Ms. Shapiro, the Board voted by unanimous vote of the four members present [Garcia, Mendez, Pacheco, Shapiro] to approve a proposal from Westberg + White, Inc., to provide design services for the Rio Plaza in an amount not to exceed $133,000.00 from Bond Funds and authorized the Administration to execute the appropriate Documents on behalf of the District.
15. Design Services for Bookstore, Print Shop and Adjacent Restrooms – MVEI

On motion of Mr. Mendez, seconded by Ms. Shapiro, the Board voted by unanimous vote of the four members present [Garcia, Mendez, Pacheco, Shapiro] to provide design services for the bookstore, print shop, and adjacent restrooms in an amount not to exceed $113,062.00 from Bond Funds and authorized the Administration to execute the appropriate Documents on behalf of the District.

III. ACTION ITEMS

A. PRESIDENT’S OFFICE

1. Revision of Board Policies 1200, 2710, 3250, 3900, 7700 (Final adoption)

On motion of Mr. Mendez, seconded by Ms. Pacheco, the Board voted by unanimous vote of the four members present [Garcia, Mendez, Pacheco, Shapiro] to approve the following Board policies for final adoption:

BP 1200 District Vision, Mission, Values Statement
BP 2710 Conflict of Interest
BP 3250 Institutional Planning
BP 3900 Speech, Time, Place and Manner
BP 7700 Whistleblower Protection

Student Trustee advisory vote was Aye.

2. Revision of Board Policies 1500, 2315, 2330, 3430, and 6250 (First Reading)

On motion of Mr. Mendez, seconded by Ms. Garcia, the Board voted by unanimous vote of the four members present [Garcia, Mendez, Pacheco, Shapiro] to approve the following Board policies for first reading with revisions to BP 1500:

BP 1500 Special Rio Hondo Awards
BP 2315 Board Meetings: Closed Sessions
BP 2330 Quorum and Voting
BP 3430 Prohibition of Harassment
BP 6250 Budget Management

3. Resolution to Call on the State Legislature to Close the Prop 13 Loophole

On motion of Ms. Pacheco, seconded by Student Trustee Magallón, the Board voted by unanimous vote of the four members present [Garcia,
Mendez, Pacheco, Shapiro] to amend and approve the resolution replacing the word “poverty” in paragraph nine and replacing it with “income status” calling on the State Legislature to Close the Prop 13 Loophole as follows:

WHEREAS, voters in the state of California approved Proposition 13 in 1978; and

WHEREAS, Proposition 13 created limits on the property taxes paid by residential and commercial properties; and

WHEREAS, residential and commercial property values in California are reassessed upon change of ownership; and

WHEREAS, owners of commercial real estate have benefited under current reassessment rules in that if a corporation owning commercial property is sold or merged with another corporation, but the property it owns stays deeded to the corporation, ownership of the property effectively changes without triggering a reassessment of the property; and

WHEREAS, corporations often avoid reassessment of their property by limiting the portion of ownership that changes hands to ensure that no single party owns more than 50 percent; and

WHEREAS, property taxes are a stable funding source for public schools; and

WHEREAS, since the passage of Proposition 13, the State of California has assumed a greater role in the funding of public schools; and

WHEREAS, since the State of California has assumed a greater role in the funding of public schools, per-pupil support has declined from the top 10 in the nation to the bottom 10; and

WHEREAS, public schools in California face challenges educating a student population with vast differences in language, poverty, income status, parental education level, and other social, educational and economic factors; and

WHEREAS, modifying the method of reassessing commercial property would net needed additional resources for public schools; therefore

NOW, THEREFORE, the Board of Trustees of the Rio Hondo Community College District hereby resolves as follows:

that the Board of Trustees supports efforts to modify how the value of commercial properties in California are reassessed to allow for more regular commercial property value reassessment while maintaining Proposition 13 protections for residential properties and small businesses;

that tax revenues generated by modernizing how commercial property is reassessed benefit local schools and not accrue to the State of California as General Fund savings, and

that the Board of Trustees direct the Superintendent/President to work with staff to communicate this position to local elected officials including County Board of Supervisors, City Councilmembers, State Senators, and State Assemblymembers.

Student Advisory Vote was Aye.
B. FINANCE AND BUSINESS

1. Emergency Resolution #061114 – Repair Underground Hot Water Leak in Fiberglass Piping at Parking Lot G

On motion of Ms. Garcia, seconded by Mr. Mendez, the Board voted by unanimous vote of the four members present [Garcia, Mendez, Pacheco, Shapiro] to unanimously declare an emergency authorizing immediate repair of the hot water leak at Parking Lot G and authorized the Administration to execute the Los Angeles County Office of Education Emergency Resolution form to acquire the approval of the Superintendent of Schools.

IV. INFORMATION ITEMS

1. Accreditation Update (Dr. Kenn Pierson)

Dr. Kenn Pierson updated Board members on the current status of the Self Evaluation Report for accreditation. He reported that Standards I and IV have undergone initial review by the Board, with Standards II and III being slated for initial review at the Special Board meeting on Wednesday, June 16. Over the past several days, Dr. Pierson has been working with co-chairs Karen Koos and Kevin Smith (Standard II) and Marie Eckstrom (accreditation writer/editor) to finalize the Standard II document for Board review, and President Dreyfuss has been working to finalize the Standard III document. Both efforts have been greatly facilitated by Angie Tomasich in the President’s Office. Once the Board has provided feedback on these two standards, all Standards (I-IV, plus the report introduction) will be reviewed again by the Board at another special meeting on Saturday, June 21. Dr. Pierson acknowledged the contributions of all Standard co-chairs who are involved in the Board review process, and announced that the campus community would be able to provide additional input on the documents soon thereafter.

2. Building Program Update
   • Bond Expenditure Report (See Attached)

3. Special Meetings of the Board
   • June 18, 2104, 6:00 p.m. Accreditation Self-Evaluation Report – Draft Review with co-chairs (Standards II and III)
   • June 19, 2014, 6:00 p.m. Board Retreat
   • June 21, 2014, 11:30 a.m. Review Accreditation Self-Evaluation Report (Standards I, II, III and IV)
   • August 27, 2014, 6:00 p.m. Bond Construction Projects Discussion

4. New/Revised Administrative Procedures - 3410, 5013, 5040, 5045, and 5510 (See Attached)
   AP 3410 Nondiscrimination
5. **New Administrative Procedure 7345 - Catastrophic Leave Program (See Attached)**

V. **STAFF AND BOARD COMMENTS**
   - Board Development Reporting - None
   - Action Items for Future Board Meetings - None

VI. **CLOSED SESSION**

Ms. Shapiro recessed the meeting to closed session at 8:04 p.m.

*Pursuant to Section 54956.9(b):*
**CONFERENCE WITH LEGAL COUNSEL – Anticipated Litigation (2 Cases)**

*Pursuant to Section 54956.9(c):*
- **CONFERENCE WITH LEGAL COUNSEL – Existing Litigation (2 Cases)**

*Pursuant to Section 54957:*
- **PUBLIC EMPLOYEE DISCIPLINE / DISMISSAL / RELEASE**
- **PUBLIC EMPLOYEE PERFORMANCE EVALUATION**
  - Superintendent/President

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

70. On motion of Ms. Garcia, seconded by Ms. Pacheco, the Board voted by unanimous vote of the four members present [Garcia, Mendez, Pacheco, Shapiro] to ratify the agreement between the Rio Hondo College Faculty Association and the Rio Hondo Community College District dated May 16, 2014 as attached.

VII. **ADJOURNMENT**
- **Date of Next Special Board Meetings** – Wednesday, June 18, 2014; Thursday, June 19, 2014 – 6:00 p.m.; Saturday, June 21, 2014, 11:30 a.m.
- **Date of Next Regular Board Meeting** – Wednesday, July 9, 2014
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</tr>
<tr>
<td>Mosack</td>
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<tr>
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5/21/2014

Total Records on Report: 73
Note: This policy pertaining to “Mission” is required by the Western Association of Schools and Colleges (WASC)/Accrediting Commission of Community and Junior Colleges (ACCJC) accreditation standards.

I. As stipulated in AB 1725, California Community Colleges are charged with the following broad missions: transfer, vocational education, community services, contract education, and economic development.

II. Vision – The Vision of the Rio Hondo Community College District is as follows:

“Rio Hondo College strives to be an exemplary California community college, meeting the learning needs of its changing and growing population and developing a state of the art campus to serve future generations” (Board: 6/21/06)

III. Mission - The Mission of the Rio Hondo Community College District is as follows:

“Rio Hondo College is a collaborative center of lifelong learning which provides innovative, challenging, and quality educational offerings for its diverse students and community.” (Board: 6/21/06)

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 (Board 11/18/13).

The mission is evaluated and revised on a regular basis.

Note: Institutional mission defines the broad-based educational purposes the district seeks to achieve and the students it intends to serve, as well as the parameters under which programs can be offered and resources allocated.

IV. Value(s) Statement – The Value(s) of Rio Hondo Community College District is/are as follows:

- Quality Teaching and Learning
- Student Access and Success
- Diversity and Equity
- Fiscal Responsibility
- Integrity and Civility

V. Source/Reference: WASC/ACCJC Standard 1A
CONFLICT OF INTEREST

I. Members of the Board of Trustees shall not have a financial interest in any contract made by the Board or in any contract they make in their capacity as Board members.

II. A Board member shall not be considered to be financially interested in a contract if his or her interest is limited to those interests defined as remote under Government Code Section 1091, or is limited to interests defined by Government Code Section 1091.5.

III. A Board member who has a remote interest in any contract considered by the Board shall disclose his or her interest during a Board meeting and have the disclosure noted in the official Board minutes. The Board member shall not vote or debate on the matter or attempt to influence any other Board member to enter into the contract.

Board members are encouraged to seek counsel from the District’s legal advisor in every case where any question arises.

IV. A Board member shall not engage in any employment or activity that is inconsistent with, incompatible with, in conflict with, or inimical to his or her duties as an officer of the District. A Board member shall not simultaneously hold two public offices that are incompatible. Upon leaving the Board, former members shall not, for a period of one year, act as an attorney, agents or otherwise represent for compensation others appearing before the Board.

V. In compliance with law and regulation, the Superintendent/President shall has established administrative procedures to provide for disclosure of assets of income of Board members who may be affected by their official actions, and prevent members from making or participating in the making of Board decisions which may foreseeably have a material effect on their financial interest.

VI. Board members shall file statements of economic interest with the filing officer Superintendent/President or designee identified by the administrative procedures. (See Conflict of Interest and Disclosure Code, addendum, incorporated as part of this Board Policy, approved by the Board of Supervisors, County of Los Angeles at their meeting held January 8, 2002)

VII. Source/Reference

Government Code Sections 1090, et seq., 1126, 87200, et seq.; Title 2, Sections 18730 et seq.; Former Policy 1001.
INSTITUTIONAL PLANNING

Board Adopted: 10/11/95; 2/18/09

I. The Rio Hondo College Board of Trustees believes that the College should be engaged in on-going planning to achieve its mission.

II. Through the planning process, the college frames questions, seeks answers, analyzes itself, and revises its goals, objectives, programs, and services. The planning process assists in identifying institutional directions as well as priorities and strategies; it also influences the acquisition and allocation of resources.

III. The Superintendent / President shall ensure that the District has and implements a broad-based, comprehensive, systematic, and integrated system of planning that is supported by institutional effectiveness research. The process must serve the full-range of College constituencies, both internal and external, for both now and the future.

IV. The planning system shall include plans required by law, including, but not limited to:

- Educational Master Plan
- Facilities & Resource Plan
- Technology Plan
- Equal Employment Opportunity Plan*
- Student Equity Plan*
- Student Success and Support Program Plan*
- Transfer Center Plan*
- EOP&S/C.A.R.E. Plan*
- Cooperative Work Experience Plan*
- *(CCLC)

The Superintendent / President shall submit to the Board those plans for which Board approval is required by Title 5. to the Board.

V. The Superintendent / President shall inform the Board about the status of planning and the various plans.

VI. The Superintendent / President shall ensure the Board has an opportunity to assist in developing the general institutional mission and goals for the comprehensive plans.

VII. Source / References:
- Accreditation Standard I.B.
- Title 5, Sections 51008, 51010, 51027, 53003, 54220, 55080, 55190, 55250, 55510, 56270 et seq.

See Administrative Procedure 3250
I. Students, employees, and members of the public shall be free to exercise their rights of free expression, subject to the requirements of this policy.

II. The District is a non-public forum, except for those areas that are designated public forums available for the exercise of expression by students, employees, and members of the public. The Superintendent/President shall enact such administrative procedures as are necessary to reasonably regulate the time, place, and manner of the exercise of free expression in the designated public forums.

III. The administrative procedures promulgated by the President shall not prohibit the right of students to exercise free expression, including but not limited to the use of bulletin boards, the distribution of printed materials or petitions in those parts of the college-designated as areas generally available to students and the community (CCLC), and the wearing of buttons, badges, or other insignia.

IV. Speech shall be prohibited that is defamatory, obscene according to current legal standards, or which so incites others as to create a clear and present danger of the commission of unlawful acts on District property or the violation of District policies or procedures, or the substantial disruption of the orderly operation of the District.

V. Nothing in this policy shall prohibit the regulation of hate violence directed at students in a manner that denies their full participation in the educational process (Education Code Section 66301(e)), so long as the regulation conforms to the requirements of the First Amendment to the United States Constitution, and of Section 2 of Article 1 of the California Constitution. Students may be disciplined for harassment, threats, or intimidation, unless such speech is constitutionally protected.

VI. Source/References: Education Code Section 76120 and 66301
WHISTLEBLOWER PROTECTION

I. The Superintendent/President shall establish procedures regarding the reporting and investigation of suspected unlawful activities by District employees, and the protection from retaliation of those who make such reports in good faith and/or assist in the investigation of such reports. For the purposes of this policy and any implementing procedures, “unlawful activity” refers to any activity—intentional or negligent—that violates state or federal law, local ordinances, or District policy.

II. The procedures shall provide that individuals are encouraged to report suspected incidents of unlawful activities without fear of retaliation, that such reports are investigated thoroughly and promptly, remedies are applied for any unlawful practices, and protections are provided to those employees who, in good faith, report these activities and/or assist the District in its investigation.

III. District employees shall not: (1) retaliate against an employee or applicant for employment who has made a protected disclosure, assisted in an investigation, or refused to obey an illegal order; or (2) directly or indirectly use or attempt to use the official authority or influence of his or her position for the purpose of interfering with the right of an applicant or an employee to make a protected disclosure to the District. The District will not tolerate retaliation and will take whatever action may be needed to prevent and correct activities that violate this policy, including discipline of those who violate it up to and including termination.

II. Source/Reference
EC 87160-87164; Labor Code Section 1102.5, Government Code Section 53296, Private Attorney General Act of 2004 (Labor Code Section 2698) 
Affordable Care Act (29 U.S.C. 218C)(CCLC)
I. In recognition of contributions of many citizens to the growth and development of Rio Hondo Community College and unselfish services for the good of the community at large, the following special awards programs are established.

A. Fellow of Rio Hondo College Award

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

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

B. Distinguished Service Award

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

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

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

C. Classified Employee Award
1. **The Classified Employee Award** is established through the Board of Governors along with the System Office and the Foundation for California Community Colleges and will be conferred by vote of the Board of Trustees to recognize outstanding Classified employees throughout the community college system.

2. This award honors community college Classified employees who demonstrate the highest level of commitment to professionalism and community colleges. Recipients are nominated by their colleagues and endorsed by the local Board. No later than March 10 each local Board may forward the information for one nominee to the California Community Colleges Chancellor’s Office.

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

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

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

   c. The nominee should be committed to serving the institution through participation in College, professional, and/or community activities. There should be evidence of this participation.
      - Is involved in College and/or District activities
      - Organizes others within the work environment
      - Promotes open communication among work groups
      - Is willing to take the extra step (to be identified)

   d. The nominee should be committed to serving as a leader beyond the local institution through service in local, statewide, and/or national activities. There should be evidence of activities that reveal leadership through participation in employee organizations, community groups, or participation in state or national organizations.
D. Distinguished Faculty Award

This award from faculty to faculty recognizes those who have consistently demonstrated excellence in and outstanding dedication to teaching and/or counseling, their discipline, and service to the college and the larger community.

1. Eligibility:
   All current and retired Rio Hondo College faculty are eligible with the exception of current members of the Senate Executive Committee. In addition, former faculty colleagues who are serving as administrators are also eligible.

2. Nominations:
   Any current or retired faculty member, or current student may submit nominations.

   Nominators must complete the nomination form which consists of:
   a. A description of the nominee’s excellence in and dedication to teaching and/or counseling (300 words maximum)
   b. A description of the nominee’s enthusiasm for his/her discipline (300 words maximum)
   c. A description of the nominee’s superb service to the College and the community (300 words max)
   d. Other materials the nominator wishes to submit (e.g., letters of support from students)

3. Nominators must submit the nominations to the Senate 1st Vice-President by noon on the third Friday in February.

4. Selection Process:
   A subcommittee of the Academic Senate will serve as the selection committee for the award. The Academic Senate Executive Committee Members will select the members of the selection committee. A subcommittee composed of the Superintendent/President of the College, the President of the Board of Trustees, the President of the Academic Senate, and the President of the Associated Students of Rio Hondo College will affirm the choice of the selection committee, which will then be forwarded to the Board for final approval. (Academic Senate)
5. Award Presentation:

The award will be presented at the first Board meeting in May. The awardee will be given a small plaque, and a permanent Distinguished Faculty plaque will be prominently displayed on campus.

II. Source/References: Former Board Policy 1025.
I. Closed sessions of the Board of Trustees shall only be held as permitted by applicable legal provisions, including but not limited to the Brown Act, California Government Code, and California Education Code. Matters discussed in closed session may include:

A. The appointment, employment, evaluation of performance, discipline or dismissal of a public employee;

B. Charges or complaints brought against a public employee by another person or employee, unless the accused public employee requests that the complaints or charges be heard in an open session. The employee shall be given at least twenty-four (24) hours written notice of the closed session;

C. Advice of counsel on pending litigation, as defined by law;

D. Consideration of tort liability claims as part of the District’s membership in any joint powers agency formed for purposes of insurance pooling;

E. Real property transactions;

F. Threats to public security;

G. Review of the District’s position regarding labor negotiations and giving instructions to the District’s designated negotiator;

H. Discussion of student disciplinary action, with final action taken in public;

I. Conferring of honorary degrees;

J. Consideration of gifts from a donor who wishes to remain anonymous;

K. To consider its response to a confidential final draft audit report from the Bureau of State Audits.
II. The agenda for each regular or special meeting shall contain information regarding whether a closed session will be held and shall identify the topics to be discussed in any closed session in the manner required by law.

III. After any closed session, the Board shall reconvene in open session before adjourning and shall announce any actions taken in closed session and the vote or abstention of every member present.

IV. All matters discussed or disclosed during a lawfully held closed session and all notes, minutes, records, or recordings made of such a closed session are confidential and shall remain confidential unless and until required to be disclosed by action of the Board or by law.

V. If any person requests an opportunity to present complaints to the Board about a specific employee, such complaints shall first be presented to the Superintendent/President. Notice shall be given to the employee against whom the charges or complaints are directed. If the complaint is not resolved at the administrative level, the matter shall be scheduled for a closed session of the Board. The employee shall be given at least twenty-four (24) hours written notice of the closed session, and shall be given the opportunity to request that the complaints be heard in an open meeting of the Board.

VI. Issues handled in closed session are confidential. Such issues covered in discussion, minutes, information and/or documents shall not be disclosed or made public by individual members of the Board of Trustees, employees, or consultants of the District unless the Board of Trustees officially authorizes such disclosure or publication.

VII. The Board may also instruct its designated representative to meet and negotiate matters in closed sessions pursuant to the provisions of the Government Code.

VIII. Source/References:

Government Code Sections 54956.8, 54956.9, 54945.8, 54957, 54957.6, 11125.4; Education Code Section 72122; Former RHC Board Policy 1005;
QUORUM AND VOTING

I. A quorum of the Board of Trustees shall consist of simple majority (three) members.

II. The Board shall act by majority vote of all the members of the Board, except as noted below.

III. No action shall be taken by secret ballot. The Board will publicly report any action taken in open session and the vote or abstention of each individual member present (CCLC).

IV. The following actions require a two-thirds majority of all members of the Board:

   A. Resolution of intention to sell or lease real property (except where a unanimous vote is required);
   B. Resolution of intention to dedicate or convey an easement;
   C. Resolution authorizing and directing the execution and delivery of a deed;
   D. Action to declare the District exempt from the approval requirements of the planning council; or other local land use body;
   E. Appropriation of funds from an undistributed reserve;
   F. Resolution to condemn real property.

V. The following actions require a unanimous vote of all members of the Board:

   A. Resolution authorizing a sale or lease of District real property to the state, any county, city, or any other school or community college district;
   B. Resolution authorizing lease of District property under a lease for the production of gas.

   C. The following changes were made by the Board subcommittee:

      1. In an emergency when any repairs, alterations, work, or improvement is necessary to any facility of the College, or to permit the continuance of existing College classes, or to avoid danger to life or property, the Board may by unanimous vote,
with the approval of the county superintendent of schools, do any of the following:

- Make a contract in writing or otherwise on behalf of the District for the performance of labor and furnishing of materials or supplies for the purpose without advertising for or inviting bids.

- Notwithstanding Section 20655, authorize the use of day labor or force account for the purpose.

- (b) Nothing in this section shall eliminate the need for any bonds or security otherwise required by law.

D. "Emergency," as used in this code, means a sudden, unexpected occurrence that poses a clear and imminent danger, requiring immediate action to prevent or mitigate the loss or impairment of life, health, property, or essential public services.

VI. Source/References:

Education Code Section 72000(d) (3); 81310 et seq., 81365, 81511, 81432; Government Code Section 53094, 54950 et seq; Code of Civil Procedure Section 1245.240; Public Contract Code Section 20654(a); Public Contract Code Section 1102; Former Board Policy 1005.
RIO HONDO COMMUNITY COLLEGE DISTRICT

PROHIBITION OF HARASSMENT

BP No. 3430

Board Adopted: 12/8/82; 5/13/98; 11/9/05; 2/18/09; 7/11/12

Page 1 of 2

I. All forms of harassment are contrary to basic standards of conduct between individuals and are prohibited by state and federal law, as well as this policy, and will not be tolerated. The District is committed to providing an academic and work environment that respects the dignity of individuals and groups. The District shall be free of sexual harassment and all forms of sexual intimidation and exploitation including acts of sexual violence. It shall also be free of other unlawful harassment, including that which is based on any of the following statuses: race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information marital status, sex, gender, gender identity, gender expression, age, sexual orientation of any person, military and/or veteran status (CCLC), or because he or she is perceived to have one or more of the foregoing characteristics.

II. The District seeks to foster an environment in which all employees and students feel free to report incidents of harassment without fear of retaliation or reprisal. Therefore, the District also strictly prohibits retaliation against any individual for filing a complaint of harassment or for participating in a harassment investigation. Such conduct is illegal and constitutes a violation of this policy. All allegations of retaliation will be swiftly and thoroughly investigated. If the District determines that retaliation has occurred, it will take all reasonable steps within its power to stop such conduct. Individuals who engage in retaliatory conduct are subject to disciplinary action, up to and including termination or expulsion.

III. Any student or employee who believes that he or she has been harassed or retaliated against in violation of this policy should immediately report such incidents by following the procedures described in AP 3435. Supervisors are mandated to report all incidents of harassment and retaliation that come to their attention.

IV. This policy applies to all aspects of the academic environment, including but not limited to classroom conditions, grades, academic standing, employment opportunities, scholarships, recommendations, disciplinary actions, and participation in any community college activity. In addition, this policy applies to all terms and conditions of employment, including but not limited to hiring, placement, promotion, disciplinary action, layoff, recall, transfer, leave of absence, training opportunities, and compensation.

V. To this end, the Superintendent/President shall ensure that the institution undertakes education and training activities to counter discrimination and to prevent, minimize, and/or eliminate any hostile environment that impairs access to equal education opportunity or impacts the terms and conditions of employment.
VI. The Superintendent/President shall establish procedures for employees, students, and other members of the campus community that provide for the investigation and resolution of complaints regarding harassment and discrimination, and procedures for students to resolve complaints of harassment and discrimination. All participants are protected from retaliatory acts by the District, its employees, students, and agents.

VII. This policy and related written procedures including the procedure for making complaints shall be widely published and publicized to administrators, faculty, staff, and students, particularly when they are new to the institution.

VIII. Employees who violate the policy and procedures may be subject to disciplinary action up to and including termination. Students who violate this policy and related procedures may be subject to disciplinary measures up to and including expulsion. Non-employees, such as sales representatives, service vendors, contractors or consultants are also covered by this Policy and will be subject to corrective measures.

IX. Source/References:
California Code of Regulations, Title 5, sections 59300 et seq
California Code of Regulations, Title 2, sections 7285.0 et seq (7291.1 & 7287.6)
California Education Code, section 212.5; 44100; 66252; 66281.5
California Government Code 12940.1
Civil Rights Act of 1964 (Title VII) and amendments thereto
Education Amendments of 1972 (Title IX)
EEOC Policy Guidance on Current Issues of Sexual Harassment
Sex Equity in Education Act (Education Code sections 200 et seq)
Title 29 Code of Federal Regulations, section 1604.11
I. The budget shall be managed in accordance with Title 5 and the CCC Budget and Accounting Manual. Budget revisions shall be made only in accordance with these policies and as provided by law.

II. The District’s unrestricted general reserves shall be no less than 5% (CCLC).

III. Revenues accruing to the District in excess of amounts expended will be added to the District’s reserve for contingencies. They are available for appropriation only upon a resolution of the Board of Trustees that sets forth the need according to major budget classifications in accordance with applicable law.

IV. Board approval is required for changes between major expenditure classifications. Transfers from the reserve for contingencies to any expenditure classification must be approved by a two-thirds vote of the members of the Board. Transfers between expenditure classifications must be approved by a majority vote of the members of the Board.

V. Source/References:

Title 5 Sections 58307; 58308.
# BOND MEASURE "A"

## PROJECTS EXPENDITURE SUMMARY

**As of 3/31/14**

<table>
<thead>
<tr>
<th>DESCRIPTION</th>
<th>QTD (Jan-Mar 2014)</th>
<th>YTD (FY04-05 to FY13-14)</th>
<th>Budget</th>
<th>YTD Expense vs Budget</th>
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<td>Tree Consultant</td>
<td>0</td>
<td>32,713</td>
<td>40,000</td>
<td>82%</td>
</tr>
<tr>
<td>Geo Tech Services</td>
<td>X</td>
<td>1,021,635</td>
<td>1,126,000</td>
<td>91%</td>
</tr>
<tr>
<td>Seismic Consultant</td>
<td>0</td>
<td>177,386</td>
<td>82,500</td>
<td>100%</td>
</tr>
<tr>
<td>Surveyors</td>
<td>X</td>
<td>576,796</td>
<td>750,000</td>
<td>77%</td>
</tr>
<tr>
<td>Infrastructure Design /Central Plant /South Access Road</td>
<td>0</td>
<td>2,328,873</td>
<td>2,463,789</td>
<td>95%</td>
</tr>
<tr>
<td>Marketing Promotion Services (incl printing, fliers,postage)</td>
<td>0</td>
<td>1,081,050</td>
<td>1,121,365</td>
<td>96%</td>
</tr>
<tr>
<td>Labor Admin &amp; Compliance Services</td>
<td>0</td>
<td>1,319,297</td>
<td>1,325,000</td>
<td>100%</td>
</tr>
<tr>
<td>Information Tech Svc Consultant</td>
<td>0</td>
<td>406,625</td>
<td>466,000</td>
<td>87%</td>
</tr>
<tr>
<td>LRC - Bond Portion - Demolition &amp; Construction</td>
<td>1,400</td>
<td>9,802,152</td>
<td>10,000,000</td>
<td>98%</td>
</tr>
</tbody>
</table>
### BOND MEASURE "A"
#### PROJECTS EXPENDITURE SUMMARY

**As of 3/31/14**

<table>
<thead>
<tr>
<th>DESCRIPTION</th>
<th>QTD On (Jan-Mar 2014)</th>
<th>YTD (FY04-05 to FY13-14)</th>
<th>Budget</th>
<th>YTD Expense vs Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>South Whittier Facility-STAR Center</td>
<td>3,375</td>
<td>3,065,818</td>
<td>3,425,000</td>
<td>90%</td>
</tr>
<tr>
<td>Student Services/Student Union/Quad</td>
<td>3,921</td>
<td>19,673,745</td>
<td>20,000,000</td>
<td>98%</td>
</tr>
<tr>
<td>Swing Space</td>
<td>X</td>
<td>0</td>
<td>1,285,358</td>
<td>37%</td>
</tr>
<tr>
<td>Legal Services</td>
<td>X</td>
<td>16,737</td>
<td>777,323</td>
<td>20,000,000</td>
</tr>
<tr>
<td>Professional Fees - Audit</td>
<td>X</td>
<td>0</td>
<td>97,218</td>
<td>250,000</td>
</tr>
<tr>
<td>Advertising Services (Bid Projects)</td>
<td>X</td>
<td>0</td>
<td>210,723</td>
<td>250,000</td>
</tr>
<tr>
<td>Primary Election Fees</td>
<td>0</td>
<td>0</td>
<td>208,913</td>
<td>210,000</td>
</tr>
<tr>
<td>Public Transportation Pass</td>
<td>0</td>
<td>99,592</td>
<td>100,000</td>
<td>100%</td>
</tr>
<tr>
<td>RHPMT - Services</td>
<td>X</td>
<td>0</td>
<td>12,067,071</td>
<td>12,510,000</td>
</tr>
<tr>
<td>Del Terra - PM Services</td>
<td>14,845</td>
<td>783,933</td>
<td>995,000</td>
<td>79%</td>
</tr>
<tr>
<td>Del Terra - DSA Certification</td>
<td>25,500</td>
<td>144,500</td>
<td>178,500</td>
<td>81%</td>
</tr>
<tr>
<td>RHPMT - Office Equipment &amp; Supplies</td>
<td>X</td>
<td>0</td>
<td>394,244</td>
<td>534,174</td>
</tr>
<tr>
<td>RHPMT - Imaging Software/Hardware</td>
<td>0</td>
<td>13,830</td>
<td>15,000</td>
<td>92%</td>
</tr>
<tr>
<td>URS Corp - CA Environ Qty Services</td>
<td>0</td>
<td>338,686</td>
<td>425,147</td>
<td>80%</td>
</tr>
<tr>
<td>Applied Technology - Bond Portion</td>
<td>40,953</td>
<td>4,097,611</td>
<td>4,300,000</td>
<td>95%</td>
</tr>
<tr>
<td>El Monte Center</td>
<td>0</td>
<td>4,504,089</td>
<td>5,000,000</td>
<td>90%</td>
</tr>
<tr>
<td>Santa Fe Springs - Phase II</td>
<td>0</td>
<td>1,190,330</td>
<td>1,400,000</td>
<td>85%</td>
</tr>
<tr>
<td>Santa Fe Springs - Phase III</td>
<td>47,140</td>
<td>1,839,628</td>
<td>3,000,000</td>
<td>61%</td>
</tr>
<tr>
<td>Construction Mgmt - Central Plant &amp; Infrastructure</td>
<td>X</td>
<td>0</td>
<td>1,269,766</td>
<td>1,330,000</td>
</tr>
<tr>
<td>Inspection &amp; Testing Services</td>
<td>X</td>
<td>20,894</td>
<td>3,704,272</td>
<td>3,810,000</td>
</tr>
<tr>
<td>Building Connection Repair</td>
<td>0</td>
<td>483,589</td>
<td>546,270</td>
<td>89%</td>
</tr>
<tr>
<td>Maintenance Facility Addition</td>
<td>0</td>
<td>1,761,526</td>
<td>5,000,000</td>
<td>35%</td>
</tr>
<tr>
<td>RHC Parkway - Phase 1</td>
<td>0</td>
<td>328,429</td>
<td>5,000,000</td>
<td>7%</td>
</tr>
<tr>
<td>AJ - New Building</td>
<td>1,456</td>
<td>12,057,848</td>
<td>12,200,000</td>
<td>99%</td>
</tr>
<tr>
<td>Central Plant &amp; MEP</td>
<td>0</td>
<td>11,816,845</td>
<td>16,500,000</td>
<td>72%</td>
</tr>
<tr>
<td>Site Infrastructure</td>
<td>0</td>
<td>14,372,502</td>
<td>14,500,000</td>
<td>99%</td>
</tr>
<tr>
<td>DESCRIPTION</td>
<td>QTD (Jan-Mar 2014)</td>
<td>YTD (FY04-05 to FY12-14)</td>
<td>Budget</td>
<td>YTD Expense vs Budget</td>
</tr>
<tr>
<td>--------------------------------------------------</td>
<td>--------------------</td>
<td>--------------------------</td>
<td>--------</td>
<td>-----------------------</td>
</tr>
<tr>
<td>Pedestrian Bridge</td>
<td>0</td>
<td>996,337</td>
<td>1,500,000</td>
<td>66%</td>
</tr>
<tr>
<td>PE Complex - Bond Portion</td>
<td>215,024</td>
<td>8,875,386</td>
<td>9,500,000</td>
<td>93%</td>
</tr>
<tr>
<td>Fine Arts Center - Bond Portion</td>
<td>0</td>
<td>398,747</td>
<td>6,800,000</td>
<td>6%</td>
</tr>
<tr>
<td>Lower/Upper Tier Steps</td>
<td>0</td>
<td>1,010,893</td>
<td>1,786,756</td>
<td>57%</td>
</tr>
<tr>
<td>Landscape</td>
<td>0</td>
<td>2,897,026</td>
<td>6,000,000</td>
<td>48%</td>
</tr>
<tr>
<td>P5 Misc-Bond Cost of Issuance</td>
<td>750</td>
<td>31,989</td>
<td>80,000</td>
<td>40%</td>
</tr>
<tr>
<td>P6 Misc-Related Conference/Travel</td>
<td>X</td>
<td>0</td>
<td>15,174</td>
<td>30%</td>
</tr>
</tbody>
</table>

**PROJECT Expenses**

| P7 Upgrade Campus Lighting & Alarm Systems        | 0                  | 546,634                  |        |                      |
| P8 Replace/Repair Bldg. Components                | X                  | 0                        | 447,903 |                      |
| P9 Campus Wide Efficiency Repairs                 | X                  | 3,738                    | 661,098 |                      |
| P10 Campus Bldg. Improvements                     | X                  | 882                      | 573,572 | 37%                  |
| P12 Roadway/Grounds Improve                       | X                  | 3,485                    | 2,598,161 | 13%                  |
| P13 Campus Equipment & Furnishings               | X                  | 41,176                   | 328,140 | 8%                   |
| P15 Facilities Master Plan, Impact Reports, Soil Testing | X | 0 | 664,389 | 17,000,000 | 4% |
| P17 Relocation/ Acquisition - Temporary Facilities | X | 0 | 126,286 | 5,000,000 | 3% |

**Sub-Total**

<p>| | | | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>P11 ITS-Network Implementation</td>
<td>X</td>
<td></td>
<td>2,692,270</td>
<td></td>
</tr>
<tr>
<td>P11 ITS-Computer Purchase</td>
<td></td>
<td>0</td>
<td>2,644,065</td>
<td></td>
</tr>
<tr>
<td>P11 MIS Software/Hardware &amp; Implementation</td>
<td></td>
<td>0</td>
<td>5,336,312</td>
<td></td>
</tr>
<tr>
<td>P11 Misc - ITS</td>
<td>0</td>
<td>124,217</td>
<td></td>
<td></td>
</tr>
<tr>
<td>P11 Voice Over IP</td>
<td></td>
<td>0</td>
<td>575,307</td>
<td></td>
</tr>
</tbody>
</table>

**Sub-Total**

| X                                                        |                  |                          | 15,372,171 | 16,000,000 | 96% |
# BOND MEASURE "A"

## PROJECTS EXPENDITURE SUMMARY

As of 3/31/14

<table>
<thead>
<tr>
<th>DESCRIPTION</th>
<th>QTD On (Jan-Mar 2014)</th>
<th>YTD Going (FY04-05 to FY13-14)</th>
<th>Budget</th>
<th>YTD Expense vs Budget %</th>
</tr>
</thead>
<tbody>
<tr>
<td>TOTAL:</td>
<td>451,008</td>
<td>157,104,553</td>
<td>236,494,311</td>
<td>66%</td>
</tr>
<tr>
<td></td>
<td>451,008</td>
<td>157,104,553</td>
<td>236,494,311</td>
<td></td>
</tr>
<tr>
<td></td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>
This procedure is legally required.

I. **Education Programs**

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

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

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

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

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

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

II. **Employment**

- The District shall provide equal employment opportunities to all applicants and employees regardless of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation, or military and veteran status (CCLC). status as a Vietnam era veteran.
RIO HONDO COMMUNITY COLLEGE DISTRICT

NONDISCRIMINATION

AP No.
3410

All employment decisions, including but not limited to hiring, retention, assignment, transfer, evaluation, dismissal, compensation, and advancement for all position classifications, shall be based on job-related criteria as well as be responsive to the District's needs.

The District shall from time to time as necessary, provide professional and staff development activities and training to promote understanding of diversity.

Nondiscrimination References for Employment:
Education Code Sections 66250 at seq., 200 at seq. and 72010 et seq.; Title 5 Sections 59300 et seq.; Penal Code section 422.55 et seq.; Accreditation Standard 1.6.
[NOTE: This procedure is optional. The following procedures may also be placed in other Administrative Procedures as appropriate, e.g., residence determination and grading and drop/add procedures.]

I. Residence Determinations for Military Personnel and Dependents (CCLC)

A. A student who is a member of the armed forces of the United States stationed in California on active duty, except a member of the armed forces assigned for educational purposes to a state-supported institution of higher education, is entitled to resident classification. Such student shall retain resident classification in the event that the member of the armed forces is thereafter transferred on military orders to a place outside of California or thereafter retires from active duty, so long as the student remains continuously enrolled in the District. (CCLC)

B. An undergraduate student who is a natural or adopted child, stepchild, or spouse who is a dependent of a member of the armed forces of the United States stationed in California on active duty shall be entitled to resident classification. Such student shall retain resident classification if he/she is thereafter transferred on military orders to a place outside of California, so long as the student remains continuously enrolled in the District. (CCLC)

C. A student who was a member of the armed forces of the United States stationed in California on active duty for more than one year immediately prior to being discharged from the armed forces is entitled to resident classification for the length of time he or she lives in California after being discharged up to the minimum time necessary to become a resident. (CCLC)

D. A parent who is a federal civil service employee and his/her natural or adopted dependent children are entitled to resident classification if the parent has moved to California as a result of a military mission realignment action that involves the relocation of at least 100 employees. This classification shall continue until the student is entitled to be classified as a resident, so long as the student continuously attends an institution of public higher education. (CCLC)

E. A student claiming the residence classifications provided for in this procedure must provide a statement from the student’s commanding officer or personnel officer providing evidence of the date of the assignment to California, and that the assignment to active duty in California is not for educational purposes. A student claiming the residence classifications provided for here for the dependent of military personnel shall provide a statement from the military person’s commanding officer or personnel officer that the military person’s duty station is in California on active duty as of the residence determination date, or has been transferred outside of California on active duty after
STUDENTS IN THE MILITARY

Board Reviewed: New

II. Withdrawal Policies for Members of the Military (CCLC)

A. Students who are members of the military may be assigned an “MW” grade as referenced in AP 4220.

B. See AP 5075 (current practice)

III. Source / References: (CCLC)

Education Code Sections 68074, 68075, and 68075.5; Title 5 Sections 55023, 55024, 54041, 54042, 54050, and 58620; Military and Veterans Code Section 824 (CCLC)
[NOTE: This procedure is legally required. Local practice may be inserted. Definitions of “student records” are contained in Education Code Section 76210. The following is an illustrative example that meets legal requirements.]

A cumulative record of enrollment, scholarship, and educational progress shall be kept for each student. (CCLC) The College catalog will include information on students’ rights under the Student Rights and Privacy Act.

I. Access to Educational Records: All currently enrolled and former students have the right to review and inspect their educational records in the Admissions and Records Office provided they make a written request five (5) days in advance. Qualified personnel will be present to interpret records for the student. (Current Practice)

II. Release of Student Records: (CCLC)

A. No instructor, official, employee, or Board of Trustees member shall authorize access to student records to any person except under the following circumstances: (CCLC)

1. Student records shall be released pursuant to a student’s written consent. Access to a student’s educational record may be permitted to any person for whom the student has executed a written consent specifying the records to be released and identifying the party to whom the records may be released. The consent notice shall be permanently kept with the student’s records. The recipient of such records will be notified by Admissions and Records that the transmission of information to third parties is prohibited. (CCLC) (current practice)

2. “Directory information” may be released in accordance with the definitions in Board Policy 5040 (CCLC).

3. Students desiring to withhold “Directory Information” should check the “confidential” checkbox when they submit their application for admission. Students may also file a “Release of Information” form with the Director, Admissions and Records or the Financial Aid office. The College reserves the right to limit or deny the release of specific categories of directory information based upon a determination of the best interests of the student(s). “Directory Information” may be released unless a stop action or notice to “quash” is initiated by the student. (Current Practice)

4. Student records shall be released pursuant to a judicial order or a lawfully issued subpoena. Admissions and Records will complete the subpoena request within five (5) fifteen (15) business days and will send the documents through certified mail. (CCLC) (current practice)
5. Student records shall be released pursuant to a federal judicial order that has been issued regarding an investigation or prosecution of an offense concerning an investigation or prosecution of terrorism. (CCLC)

6. Student records may be released to officials and employees of the District only when they have a legitimate educational interest to inspect the records. Requests must be submitted in writing to the Director of Admissions and Records. (current practice)

B. Student records may be released to authorized representatives of the Comptroller General of the United States, the Secretary of Education, an administrative head of an education agency, state education officials, or their respective designees or the United States Office of Civil Rights, where that information is necessary to audit or evaluate a state or federally supported educational program or pursuant to federal or state law. Exceptions are that when the collection of personally identifiable information is specifically authorized by federal law, any data collected by those officials shall be protected in a manner that will not permit the personal identification of students or their parents by other than those officials, and any personally identifiable data shall be destroyed when no longer needed for that audit, evaluation, and enforcement of federal legal requirements. Requests must be submitted in writing to the Director of Admissions and Records. (CCLC) (current practice)

C. Student records may be released to officials of other public or private schools or school systems, including local, county or state correctional facilities where education programs are provided, where the student seeks or intends to enroll or is directed to enroll. The release is subject to the conditions in Education Code Section 76225. Requests must be submitted in writing to the Director of Admissions and Records. (CCLC) (current practice)

D. Student records may be released to agencies or organizations in connection with a student's application for, or receipt of, financial aid, provided that information permitting the personal identification of those students may be disclosed only as may be necessary for those purposes as to financial aid, to determine the amount of the financial aid, or conditions that will be imposed regarding financial aid, or to enforce the terms or conditions of financial aid. (CCLC)

E. Student records may be released to organizations conducting studies for, or on behalf of, accrediting organizations, educational agencies or institutions for the purpose of developing, validating, or administering predictive tests, administering financial aid programs, and improving instruction, if those studies are conducted in such a manner as will not permit the personal identification of students or their parents by persons other than representatives of those organizations and the
information will be destroyed when no longer needed for the purpose for which it is conducted. (CCLC)

F. Student records may be released to appropriate persons in connection with an emergency if the knowledge of that information is necessary to protect the health or safety of a student or other persons, subject to applicable federal or state law. (CCLC)

G. Written requests must be submitted in writing to the Director of Admissions and Records for items A-F. (Current Practice)

H. The following information shall be released to the federal military for the purposes of federal military recruitment: student names, addresses, telephone listings, dates and places of birth, levels of education, degrees received, prior military experience, and/or the most recent previous educational institutions enrolled in by the students. (CCLC)

III. Charge for Transcripts or Verifications of Student Records: A student/former student shall be entitled to two free copies of the transcript of his/her record or to two free verifications of various student records. Additional copies shall be made available to the student, or to an addressee designated by him/her, at the designated rate. Students may request special processing of a transcript. (CCLC)

IV. Electronic Transcripts: Student transcripts may be received and transmitted electronically. (CCLC)

V. Use of Social Security Numbers: (CCLC)

A. The District shall not do any of the following: (CCLC)

1. Publicly post or publicly display an individual’s Social Security number; (CCLC)

2. Print an individual’s Social Security number on a card required to access products or services; (CCLC)

3. Require an individual to transmit his/her Social Security number over the internet using a connection that is not secured or encrypted; (CCLC)

4. Require an individual to use his/her Social Security number to access an Internet Web site without also requiring a password or unique personal identification number or other authentication devise; or (CCLC)

5. Print, in whole or in part, an individual’s Social Security number that is visible on any materials that are mailed to the individual, except those materials used for: (CCLC)
• Application or enrollment purposes; (CCLC)

• To establish, amend, or terminate an account, contract, or policy; or (CCLC)

• To confirm the accuracy of the Social Security number. (CCLC)

B. If the District has, prior to January 1, 2004, used an individual’s Social Security number in a manner inconsistent with the above restrictions, it may continue using that individual’s Social Security number in that same manner only if: (CCLC)

1. The use of the Social Security number is continuous; (CCLC)

2. The individual is provided an annual disclosure that informs the individual that he/she has the right to stop the use of his/her Social Security number in a manner otherwise prohibited; (CCLC)

3. The District agrees to stop the use of an individual’s Social Security number in a manner otherwise prohibited upon a written request by that individual; (CCLC)

4. No fee shall be charged for implementing this request; and the District shall not deny services to an individual for making such a request. (CCLC)

II. References: (CCLC)

Education Code Sections 71091 and 76200 et seq.; Title 5 Sections 54600 et seq.; U.S. Patriot Act; Civil Code Section 1798.85 (CCLC)
I. **Challenging Content (CCLC)**

A. Any student may file a written request with the Dean of Student Affairs or Director of Admissions to correct or remove information recorded in his or her student records that the student alleges to be: (CCLC) (current practice)

1. inaccurate; (CCLC)

2. an unsubstantiated personal conclusion or inference; (CCLC)

3. a conclusion or inference outside of the observer's area of competence; or (CCLC)

4. not based on the personal observation of a named person with the time and place of the observation noted. (CCLC)

B. Within thirty (30) days of receipt of the request, the Dean of Student Affairs or Director of Admissions shall meet with the student and the employee who recorded the information in question, if any, if the employee is presently employed by the District. The Dean of Student Affairs or Director of Admissions shall then sustain or deny the allegations. (CCLC) (current practice)

C. If the Dean of Student Affairs or Director of Admissions sustains any or all of the allegations, he/she shall order the correction or removal and destruction of the information. If the Dean of Student Affairs or Director of Admissions denies any or all of the allegations and refuses to order the correction or removal of the information, the student, within thirty (30) days of the refusal, may appeal the decision in writing (CCLC).

D. Within thirty (30) days of receipt of an appeal, the Board of Trustees shall, in closed session with the student and the employee who recorded the information in question, determine whether to sustain or deny the allegations. If the Board of Trustees sustains any or all of the allegations, it shall order the Superintendent/President or his/her designee, to immediately correct or remove and destroy the information. The decision of the Board of Trustees shall be final. (CCLC)

E. If the final decision is unfavorable to the student, the student shall have the right to submit a written statement of his/her objections to the information. This statement shall become a part of the student's record until the information objected to is corrected or removed. (CCLC)
F. Whenever there is included in any student record information concerning any disciplinary action, the student shall be allowed to include in such record a written statement or response concerning the disciplinary action. (CCLC)

G. Whenever there is included in any student record information concerning any disciplinary action in connection with any alleged sexual assault or physical abuse, or threat of sexual assault, or any conduct that threatens the health and safety of the alleged victim, the alleged victim of that sexual assault or physical abuse shall be informed within three (3) days of the results of the disciplinary action and the results of any appeal. The alleged victim shall keep the results of that disciplinary action and appeal confidential. (CCLC)

II. Access Log (CCLC)

A. A log or record shall be maintained for each student's record that lists all persons, agencies, or organizations requesting or receiving information from the record and their legitimate interests. The listing need not include any of the following: (CCLC)

1. Students seeking access to their own records; (CCLC)
2. Parties to whom directory information is released; (CCLC)
3. Parties for whom written consent has been executed by the student; (CCLC)
4. Officials or employees having a legitimate educational interest. (CCLC)

B. The log or record shall be open to inspection only by the student and the Dean of Student Affairs or Director of Admissions, and to the Comptroller General of the United States, the Secretary of Education, an administrative head of an education agency, and state educational authorities as a means of auditing the operation of the system. (CCLC)

III. Source / References: (CCLC)

Education Code Sections 76222 and 76232; Title 5 Section 54630 (CCLC)
Off-Campus Student Organizations and Activities

[Note: This procedure is legally required.]

I. The District contracted security company does not provide law enforcement service to off-campus organizations (CCLC)

II. Off Campus activities are not recognized by District authority (CCLC)

III. In an emergency on campus, campus security will respond and coordinate if law enforcement is required. (Director of Facilities)

IV. Source / Reference: (CCLC)

34 Code of Federal Regulations Section 668.46(b)(7) (CCLC)
I. The District has established a catastrophic leave program consistent with Education Code Section 87045 to permit Management/Confidential employees of the District to donate eligible leave credits to an employee when that employee or a member of his/her family suffers from a catastrophic illness or injury.

II. For the purposes of this procedure, the following terms are defined as follows:

a. "Catastrophic illness" or "injury" means an illness or injury that is expected to incapacitate the employee for an extended period of time, or that incapacitates a member of the employee's family requiring the employee to take time off from work for an extended period of time to care for that family member, and taking extended time off work creates a financial hardship for the employee because he/she has exhausted all of his/her sick leave and other paid time off. (Ed Code 87045)

b. "Eligible leave credits" means vacation leave and sick leave accrued to the donating employee. (Ed Code 87045)

III. Eligible leave credits may be donated to an employee for a catastrophic illness or injury if all of the following requirements are met:

a. The employee who is, or whose family member is, suffering from a catastrophic illness or injury requests that eligible leave credits be donated and provides verification of catastrophic injury or illness. (Ed Code 87045)

b. The employee has exhausted all accrued paid leave credits. If the transfer of eligible leave credits is approved, any employee may, upon written notice, donate eligible leave credits at a minimum of eight hours, and in hour increments thereafter. (Ed Code 87045)

IV. All transfers of eligible leave credit shall be irrevocable. (Ed Code 87045)

V. An employee who receives paid leave pursuant to this procedure shall use any leave credits that he/she continues to accrue on a monthly basis prior to receiving such leave. (Ed Code 87045)

VI. The following process shall be used to grant catastrophic leave for management/confidential employees. Catastrophic leaves for faculty and classified employees are outlined in their respective collective bargaining agreements:
a. A Catastrophic Leave Committee will be created from the management and confidential employees to approve or disapprove all requests. The Catastrophic Leave Committee shall consist of the president of the Management Confidential Council (MCC), the Director of Human Resources, and a manager for managerial requests or, a confidential employee for confidential employee requests.

b. The Catastrophic Leave Committee shall determine if the employee is unable to work due to the employee's or his/her family member's catastrophic illness or injury.

c. If the transfer of eligible leave credits is approved by the Catastrophic Leave Committee, any manager or confidential employee may, upon written notice to the Committee, donate eligible leave credits. The maximum amount of time for which donated leave credits may be used is sixty (60) work days per catastrophic incident. Additional requests may be made to the Committee and may require additional medical verification.

d. No employee shall be coerced, threatened, intimidated, or financially induced into donating paid leave time to another employee.

e. Catastrophic leave donations cannot be used retroactively for a previous unpaid absence.

f. Catastrophic leave time may not be used to extend a date of retirement and may not be used to receive service credit following a service or disability retirement.

g. Catastrophic leave terminates when:

1. The recipient receives any type of disability pay (e.g. LTD, Workers’ Compensation);

2. The employee terminates employment with the District;

3. The need no longer exists for catastrophic leave; or

4. The number of hours requested and granted exceeds sixty (60) days.
Tentative Agreement
Between the Rio Hondo College Faculty Association (RHCFA) and the Rio Hondo College Community College District [District]
May 16, 2014

This agreement represents settlement of the 2013-2016 collective bargaining agreement between the RHCFA and the District. The agreement will become effective upon ratification by a vote of the RHCFA membership and the Board of Trustees of the District. Each party will notify the other in writing (via written or electronic communication) within 48 hours upon action to ratify this agreement.

1. Salary
   a. The salary schedule will be increased by COLA (1.57%) retroactive to July 1, 2013.
   b. For both the 2014-2015 and 2015-2016 academic years, the salary schedule will be increased by 0.5% or 65% of funded COLA, whichever is higher.

2. Term of Contract / Reopeners
   a. Article 25 shall be amended as follows:
      This Agreement shall remain in full force and effect from July 1, 2014 2013 up to midnight June 30, 2013 2016. The RHCFA and the District will negotiate salary, health benefits, and two (2) additional articles of each party's choice for the 2012-2013 calendar year by providing written notice of the additional articles by February 20, 2012.

3. Calendar
   a. The attached 2014-2015 calendar will be adopted. The District and RHCFA will mutually agree to the 2015-2016 and 2016-2017 calendars.

4. Settlement of PERB Action Relating to Sick Leave for Hourly Assignments
   a. The PERB action filed by RHCFA in 2011 (Case No. LA-CE-5671-E) relating to hourly sick leave shall be dropped.

   b. Article 8.1.2.1 shall be replaced with the following:
      Unit members working a part-time assignments (less than 67%) or overload shall earn one (1) hour of personal illness and injury leave for each seventeen (17) hours of time worked. Effective July 1, 2014, this article shall also apply to hourly as needed unit members, Counselors, Librarians, and Coordinators. All full-time unit members shall earn sick leave up to a maximum annual accrual of 24 overload sick leave hours. Sick leave will not be earned for substituting or when another unit member is accruing leave for the same assignment.

5. Sick Leave Usage
   a. The District and RHCFA will form a subcommittee to develop
recommendations to revise Articles 8.1.2.5 and 8.1.2.6.

6. Contract Cleanup
   a. The fifth sentence of Article 22.7.1 relating to lifetime medical benefits will
      be amended to read as follows:
      
      For those current employees who were vested or partially vested in 2005
      under the prior number of required years (five) but who cannot complete the
      fifteen (15) years prior to reaching the age of 62, the District will make a
      transition exception for those who meet the minimum requirements for STRS
      retirement, and are no less than 62 upon retirement from the District.

   b. Article 13 will be amended as follows:
      
      The District shall not discriminate against unit members with respect to
      wages, hours of employment, and other terms and conditions of employment
      as defined in Government Code 3540 et seq., or application of the provisions
      of this Agreement with respect to age, color, creed, residency, marital status,
      membership in an employee organization, national origin, physical handicap,
      race, gender, gender identity, gender expression, military and veteran
      status, religion, or sexual orientation (Government Code § 12940 et seq).

   c. The attached Peer Review Form will be adopted.

   d. The portion of Appendix E which lists loads for activities and coaching will
      be replaced with the attached document.

7. Faculty Service Areas
   a. The District and RHCEA will form a subcommittee to update contractual
      provisions in Article 21 and Appendix I relating to faculty service areas.

   b. Article 21.4 will be amended as follows:
      
      Within ninety (90) days of ratification of this Agreement, a unit member shall
      be given written notice of the District’s faculty service areas in which he/she
      may teach thereafter. A unit member shall be given written notice of any
      change in the District records regarding his/her authorized faculty service
      areas.

8. Sabbatical Leaves
   a. Article 8.10.4.4 shall read as follows:
      
      The District shall grant up to five (5) sabbatical leaves based upon the
      recommendation of the Sabbatical Review Committee. Only by a majority
      vote of the Sabbatical Review Committee will less than five (5) sabbaticals be
      granted.

9. Distance Education
   a. Article 24.7 will be added as follows:
      
      Beginning in the Fall 2015 term, unit members must be certified to teach
online. Such certification will only be required once (unless the Rio Hondo College Distance Education Committee indicates recertification is necessary based upon changes in platform and practice). The certification will be developed by the Rio Hondo College Distance Education Committee and mutually agreed to and approved by the Academic Senate and the District.

10. Project Assignments
   a. Article 5.5.5.2 shall be added as follows:
      District Assigned Personnel (DAP) render service to meet needs that are college-wide, not division specific. Duties for new DAP will be included in the recruitment announcement. Selection of a DAP shall be made by the District after consultation with the Association. The District shall notify the Association in writing whenever there is an addition, removal, or change to any DAP position.
   b. Appendix J shall be amended as attached.

11. Student Learning Outcomes
   a. Article 5.3.8 shall be replaced as follows:
      Effective Fall 2014, full-time faculty shall be responsible for entering Student Learning Outcomes (SLO) assessment data, and engaging in dialogue and writing assessment reports with other faculty for one semester each academic year. Faculty evaluations may be based, in part, on whether a unit member provides assessment data. However, the results of the assessment (i.e., whether they show high or low levels) shall not be used as a basis for evaluation.

Part-time faculty can participate in the SLO process on a voluntary basis. No retribution will take place against part-time faculty who choose not to participate in the creation of SLOs and the assessment mechanisms (such as exams, assignments, etc.).

[Signatures]

Rio Hondo Community College District

Date May 16, 2014