RIO HONDO COMMUNITY COLLEGE DISTRICT
REGULAR MEETING OF THE BOARD OF TRUSTEES
MINUTES – WEDNESDAY, February 10, 2016, 6:00 P.M.

Location:	Rio Hondo College Board Room 3600 Workman Mill Road, Whittier CA 90601
Members Present:	Ms. Mary Ann Pacheco, President Ms. Norma E. Garcia, Vice President Ms. Madeline Shapiro, Clerk Mr. Gary Mendez, Member Ms. Vicky Santana, Member Ms. Melissa De Leon, Student Trustee
Members Absent:	None
Staff Members:	Ms. Teresa Dreyfuss, Superintendent/President Mr. Henry Gee, Vice President Student Services Ms. Myeshia Armstrong, Vice President, Finance and Business Mr. Robert Bethel, Academic Senate President Dr. Sergio Guzman, RHCFA President Ms. Sandra Rivera (representing CSEA) Mr. William Ashby, ASRHC President Ms. Sandy Sandello (Recorder)

I. CALL TO ORDER

A. Call to Order

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

B. Pledge of Allegiance

Sandra Rivera led the Pledge of Allegiance.

C. Roll Call

All Board members reported present.

D. Approval of Minutes – January 13, 2016

44. On motion of Ms. Garcia, seconded by Ms. Shapiro, the Board voted by unanimous vote of the five members present [Garcia, Mendez, Pacheco Shapiro, and Santana] to approve the minutes of January 13, 2016 as corrected listing the Call to Order by Ms. Pacheco rather than Ms. Shapiro.

Student Trustee Advisory vote was aye.

E. Open Communication for Public Comment – No public comment.

G. Presentations – Moved out of Order.

- **Sabbatical Leave –** *(Hank Fung)*
- **Adult Re-Entry –** *(Angelica Martinez)*

F. Commendations

- **Women's Soccer Team**

II. CONSENT AGENDA

45. On motion of Ms. Garcia, seconded by Ms. Santana, the Board voted by unanimous vote of the five members present [Garcia, Mendez, Pacheco Shapiro, and Santana] to approve the following Consent Agenda:

Student Trustee Advisory vote was aye.

A. FINANCE & BUSINESS

1. <u>Finance and Business Reports</u>

a. **Purchase Order Report** – Approved the Purchase Order Report containing purchases for the preceding month.

b. **Payroll Warrant Report** – Approved the Payroll Warrant Report for the month of January 2016.

c. **CCFS-311Q Quarterly Report –** Approved the Quarterly Financial Status Report CCFS-311Q for the period ending December 31, 2015.

2. <u>Authorization for Out of State Travel & Conferences</u>

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

John Frala to participate at the National Alternative Fuels Training Consortium (NAFTC) "Train the Trainer" Meeting in Fort Valley, GA on February 2 2-27, 2016.

Mike Munoz to participate at the College of William & Mary NSF Grant Advisory Board Meeting in Alexandria, VA on March 17-18, 2016.

Mike Munoz to participate at the American Association of Community Colleges (AACC) 96th Annual Convention in Chicago, IL on April 9-12, 2016.

Dr. Vann Priest to participate at the American Society for Engineering Education in New Orleans, LA on June 25-30, 2016.

Julius Thomas to participate at the National Education Association (NEA)

Leadership Summit in Dallas, TX on February 26-28, 2016.

Flor Sandoval to participate at the National Student Advocacy Conference in Washington, DC on March 11-15, 2016.

Mike Slavich to participate at the Community College Baccalaureate Association 16th Annual Conference in Chicago, IL on March 18-21, 2016.

3. Instructional Agreement 15-16-4113 Yosemite Community College District, Child Development Training Consortium (YCCD/CDTC) and the Rio Hondo Community College District

Rio Hondo College's Child Development Program has been a participant in the State Department of Education Child Development Training Consortium for more than 15-years. Training serves students who are employees of the state funded and federally funded agencies as well as those employed by agencies receiving block grant funds. Enrolled units must be completed between July 1, 2015 and June 30, 2016 and all allowable expenditures must be encumbered and/or services rendered prior to June 30, 2016. The College is expected to generate up to 850 units of college credit by enrolling students in courses required by the California Commission on Teacher Credentialing to obtain new or renew a currently held Child Development Permit.

The term of agreement will be from September 1, 2015 through June 30, 2016. The District will be paid $25.00 per enrolled unit of course work meeting the requirements of the Child Development Permit Matrix, in an amount not to exceed $21,250.00.

The Board of Trustees, approved the instructional revenue agreement 15-16-4113 with Yosemite Community College District, Child Development Training Consortium as outlined above and authorized the Administration to sign contracts on behalf of the District.

4. Weapons Firing Range Agreement – California Highway Patrol South Los Angeles Area

Rio Hondo College attempts to maximize the utilization of its Firing Range facilities by renting to outside agencies. The purpose of this Agreement is to allow Rio Hondo College to receive ongoing revenue for use of the Range. Rate charged is $400.00 per session (session is 8 hours) or $300.00 per half session (half session is 4 hours). Rates are subject to a 5% increase per year beginning January 1, 2017.

- California Highway Patrol South Los Angeles Area through January 31, 2017.

The Board of Trustees approved the agreement with the California Highway Patrol South Los Angeles Area, for use of the Firing Range and authorized the Administration to execute appropriate documents on behalf of the District.

5. Weapons Firing Range Agreement – City of Bell Gardens Police Department

Rio Hondo College attempts to maximize the utilization of its Firing Range facilities by renting to outside agencies. The purpose of this Agreement is to allow Rio Hondo College to receive ongoing revenue for use of the Range. Rate charged is $400.00 per session (session is 8 hours) or $300.00 per half session (half session is 4 hours). Rates are subject to a 5% increase per year beginning January 1, 2017.

- City of Bell Gardens Police Department through January 31, 2017.

The Board of Trustees approved the agreement with the City of Bell Gardens Police Department, for use of the Firing Range and authorized the Administration to execute appropriate documents on behalf of the District.

6. Weapons Firing Range Agreement – Whittier Police Department

Rio Hondo College attempts to maximize the utilization of its Firing Range facilities by renting to outside agencies. The purpose of this Agreement is to allow Rio Hondo College to receive ongoing revenue for use of the Range. Rate charged is $400.00 per session (session is 8 hours) or $300.00 per half session (half session is 4 hours). Rates are subject to a 5% increase per year beginning January 1, 2017.

- Whittier Police Department through January 31, 2017.

The Board of Trustees approved the agreement with the Whittier Police Department, for use of the Firing Range and authorized the Administration to execute appropriate documents on behalf of the District.

7. Division of the State Architect (DSA) Plan Check Fees for the Pico Rivera Educational Center

The Board of Trustees approved the payment of a plan check fee to the Division of the State Architect in the amount of $13,750.00 for the Pico Rivera Education Center Project from Bond Funds and authorized the Administration to execute appropriate documents on behalf of the District.

8. Softball Field Renovation Project – Additional Division of the State Architect (DSA) Fees for Review of Construction Change Directives

The Board of Trustees approve the invoice for additional plan check fees from the Division of the State Architect for an amount not to exceed $1,372.00 from Bond Funds and authorized the Administration to execute appropriate documents on behalf of the District.

9. Bookstore and Print Shop Remodel Project 12kV Electrical Upgrade – SVA Architects

The Board of Trustees approved the proposal for the architectural services to prepare construction documents for the 12kV electrical upgrade from SVA

Architects in the amount of $13,225.00 for the Bookstore and Print Shop Remodel Project from Bond Funds and authorized the Administration to execute appropriate documents on behalf of the District.

10. Surplus Property – Electrical Panels & Breakers

The Department of Facilities Services has certified as surplus; 2-Stand Up Electrical Panels and 337- electrical breakers. These electrical items are very old and have no purpose for the college. The value of this equipment is not sufficient to defray the cost of arranging a public sale. It is recommended that the Board find that the value does not exceed $5,000.00 and approve for recycling, private sale, or proper disposal.

This motion will not pass without unanimous vote of all Board Members present.

The Board of Trustees approved the declaration of surplus and determined that the value of the surplus property listed above does not exceed $5,000.00 and hereby consigns the items for recycling, private sale, or disposal.

11. Campus Inn Swing Space Remodel – Hazardous Materials Survey – Amec Foster Wheeler

The Board of Trustees approved the proposal for the Hazardous Materials Survey of the Campus Inn swing space area on a time and materials basis, not to exceed $9,119.00 from Bond Funds and authorized the Administration to execute appropriate documents on behalf of the District.

12. Contract Award for RFP #2043 LED Lighting Conversation & Energy Efficiency Project – Y3 – Retro-Tek Energy Services, Inc.

The Board of Trustees approved Contract award in the amount of $394,490.00 to Retro-Tek Energy Services, Inc. for RFP #2043 LED Lighting Conversion & Energy Efficiency Project-Y3, with $358,444.00 to be paid from Proposition 39 Funds, and $36,046.00 paid from the Bond Fund and authorized the Administration to execute appropriate documents on behalf of the District.

13. Authorization to Purchase One Restroom Modular Building for the New Pico Rivera Education Center Project – Silver Creek

The Board of Trustees approved the cost proposal for the purchase of one (1) restroom modular building from Silver Creek in an amount not to exceed $87,062.00 from Bond Funds and authorized the Administration to execute appropriate documents on behalf of the District.

14. Contract Award for Bid #2041 – Closed Circuit Television Improvements Project – Firstline Security Systems, Inc.

The Board of Trustees approved the Contract award in the amount of $504,225.00 to Firstline Security Systems, Inc. for Bid #2041 – Closed Circuit Television Improvements Project to be paid from Parking/Bond Funds, and

authorized the Administration to execute appropriate documents on behalf of the District.

15. Memorandum of Understanding (MOU) with SunLine Transit Agency – Support for National Science Foundation Grant

Rio Hondo Community College District will partner with SunLine Transit Agency to collaborate on a demonstration program for Fuel Cell technology repair and workforce development. SunLine Transit Agency is established as the demonstration site for the demonstration program funded by the National Science Foundation (NSF). As a recipient of the NSF grant, Rio Hondo will receive in-kind support for the program as a result of this partnership.

The term will begin on January 26, 2016 and continue through December 31, 2017.

The Board of Trustees approved the MOU with SunLine Transit Agency as summarized above and authorizes the Administration to execute appropriate documents on behalf of the District.

16. Consultants

Susan Pailet – To present a "Personal Success Seminar" to be provided as a keynote to the California Organization of Associate Degree Nursing Directors Conference (COADN). Teach ways to understand individual perspectives to improve collaboration, improve effectiveness of work teams, and promote conversations and compromise that will increase interpersonal and organizational effectives, includes CE hours for nursing. Date of service: March 4, 2016. Cost not to exceed $3,000.00 from Deputy Sector Navigator Health LA Region.

B. PERSONNEL

1. Academic

a. Employment

Hourly as Needed, Intersession 2016

Disabled Students

ARROYO, Jose

Special Assignment, Intersession 2016

The following instructors have completed the CANVAS Training and will receive a $350 stipend, paid out of Academic Affairs:

ADAUTO, Arnold, Public Safety
ALVARADO, Guadalupe, Counseling & Student Success
AYALA, Armando, Kinesiology, Dance & Athletics
AZMY, Tarek, Public Safety
BAKER, Maureen, Business
BALCH, David, Public Safety
BEAN, Michelle, Communications & Languages

BLACKMUN, Gene, Business
BLADH, Eric, Business
CARREON, Martha, Behavioral & Social Sciences
CARTAGENA, Alyson, Kinesiology, Dance & Athletics
CLARKE, Diana, Business
COFFMAN, Dan, Public Safety
COLQUITT, Kathleen, Business
DINEEN, Jedediah, Public Safety
DIXON, Scott, Behavioral & Social Sciences
DURAN, Joaquin, Behavioral & Social Sciences
ECKSTROM, Marie, Communications & Languages
FLORES-OLSON, Raquel, Communications & Languages
FLORMAN, Kelli, Public Safety
FREIJE, Theresa, Communications & Languages
FULLER WARD, Ashley, Arts & Cultural
FUNG, Hank, Mathematics
GARCIA, Alonso, Communications & Languages
GONZALEZ, Hector, Behavioral & Social Sciences
HO, Hsing, Communications & Languages
HOWARD, Andy, Behavioral & Social Sciences
HUANG, Julie, Business
JAEGGI, Scott, Public Safety
JEFFREY, Lorraine, Communications & Languages
JOHNSON, Martin, Public Safety
KIMBER, George, Public Safety
LATURNO, Jan, Mathematics
LEWIS, Cynthia, Arts Cultural
LIU, Jeannie, Business
LLERENA, Lydia, Communications & Languages
LYNCH, Sheila, Arts & Cultural
MIKALSON, Barbara, Behavioral & Social Sciences
MINDES, Aimee, Physical Science
MITCHELL, Carley, Public Safety
MOE, Sondra, Behavioral & Social Sciences
MOUAWAD, Ghada, Communications & Languages
PAGE, Catherine, Health Sciences & Nursing
PERRY, Abbie, Behavioral & Social Sciences
PFEIFFER, Jill, Behavioral & Social Sciences
PIERSON, Kenn, Communications & Languages
PRESTON, Ted, Behavioral & Social Sciences
RASMUSSEN, Joe, Behavioral & Social Sciences
REGALADO, Anna, Communications & Languages
RHODES, Angela, Communications & Languages
RICKMAN, Tracy, Public Safety
RIFINO JUAREZ, Melissa, Behavioral & Social Sciences
ROBERTS, Warren, Career Technical Education
RODDICK, Daniel, Behavioral & Social Sciences
SENK, Jodi, Kinesiology, Dance & Athletics
SIGALA, Carol, Behavioral & Social Sciences
TANG, Suzanne, Health Sciences & Nursing
TITEL, Marc, Business
TORRES-GIL, Belen, Counseling & Student Success
URQUIDI, Bianca, Kinesiology, Dance & Athletics
VALDIVIA, Irma, Behavioral & Social Sciences
VAZQUEZ, Dana, Communications & Languages
VELAZQUEZ, Ralph, Communications & Languages
WALLACE, Gerald, Public Safety
WANG, George, Mathematics

WETSMAN, Adam, Behavioral & Social Sciences
ZARO, Mariano, Communications & Languages

Special Assignment

Spring, 2016

The following instructors will receive a $250 stipend per meeting, up to four meetings, paid out of SSSP funds, for an amount not to exceed $1,000, to participate in the Common Assessment Initiative Local Site Team for Rio Hondo College:

BEAN, Michelle, Communications & Languages
CHAVEZ, Vanessa, Counseling & Student Success
DIAZ-PICHARDO, Dorali, Counseling & Student Success
ECKSTROM, Marie, Communications & Languages
FLORES, Julio, Counseling & Student Success
FLORES-OLSON, Raquel, Communications & Languages
LITTRELL, Mark, Mathematics
MATTHIS, James, Communications & Languages
OKAMOTO, Tyler, Communications & Languages
PITASSI, Matthew, Mathematics
SLONIGER, Wells, Communications & Languages
SPIELER-PERSAD, Gisela, Mathematics
TAPIA, Jessica, Communications & Languages

Part Time Spring, 2016

Arts & Cultural

CONTE, Therese
GOTHOLD, Stephen
HAWKINS, Thomas
HOLMES, Alison
PHILLIPS, Lyndsay

Behavioral & Social Sciences

KAISER, Debra
MAHAYNI, Suha
MALLORY, Fernando
ROMERO, Brian
ROSS, Lisa
SERAFIN, Monica

Business

KLECKER, Gregory

Career Technical Education

COULTAS, Steven
PAVONE, John
RICKTER, Edward

Communications & Languages

GARCIA, Fatima
HICKEY, Sparkle
LAWRENCE, Richard
MITCHELL, Zendrea
SWEENEY, Maxine
WILLIAMSON, Angela
WILSON-PIARD, Elvinet

Counseling & Student Success

HART, Jeremy
SALAZAR, Diana

Disabled Students Programs & Services

MCCONNELL, Patrick

Health Sciences & Nursing

FIELDS, Darlene	OBENBERGER, Sandra
POVALL, Terrilee	SONNIER, Karla
	TABB, Elizabeth

Math & Sciences

CAMPOS, Javier	CHAUDRY, Amtul
CHOI, Ying	DERVISHIAN, Danielle
DIXON, Monica	FARRIS, Michael
	MONTIEL, Gerson

Public Safety

LAICANS, Albert

Hourly as needed, Spring 2016

ALCALA, Claudia, Cal WORKS

b. Resignation

POETTER, Shelly, full time faculty in Health Science & Nursing. Her last day of employment is May 26, 2016.

c. Reduced Workload, 2016-2017

In accordance with E. C. 87483, Reduction in Workload and provisions of Article 6 of the Academic Contract, the following academic employee has requested a reduction in workload for the 2016-2017 school year:

ENRIGHT, Adele	60%	Library

2. Academic Rank

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

Professor

Ada P. Brown	Arts and Cultural Programs
Colin Young	Behavioral and Social Sciences
Mariano Zaro	Communications and Languages

Associate Professor

Alan Archambault	Mathematics
Karen Gottlieb	Health Sciences and Nursing

Assistant Professor

Juan R. Fernandez	Communications and Languages

Tyler Okamoto	Communications and Languages
Amelia Ortiz	Health Sciences and Nursing

3. Classified

a. Employment, 2015-2016

Regular Classified

KITAYAMA, Jon, Tool Room Attendant, Career Technical Education, 25%, 11 months, effective January 19, 2016

The following employee is being hired in the designated capacity with dedicated funding through June 30, 2016. If continued funding should not be available, 60-day notice shall be served:

BRETADO, Alberto, Web Developer, Marketing & Communications, 100%, 12 months, effective January 19, 2016

Substitute

CERNYAR, Juliet, Clerk Typist III, Health Sciences & Nursing, effective January 20, 2016

b. Family Care and Medical Leave

RIBONI, Christina, Evaluations Technician in Admissions & Records, has requested a twelve-week FMLA to be taken intermittently, effective January 7, 2016

c. Resignation

PARTIDA, Cynthia, Student Services Assistant, First Year Success Center. Her last day of employment was January 26, 2016.

d. Retirement

FRAGA, Maria, Assistant Buyer in Purchasing. Her last day of employment is April 1, 2016, with her first day of retirement being April 4, 2016.

e. Promotion

GONZALEZ, Wendy, Instructional Division Secretary, Arts & Cultural Programs, 100%, 12 months, effective February 1, 2016.

4. Unrepresented, (AP 7130), 2015-16

a. Employment

Hourly

Arts & Cultural Programs

REICHMAN, Fey, Model	SWIFT, Bonnie, Model

Disabled Students Programs & Services

LOPEZ, Denise, Interpreter/Translator for Deaf	RASCH, Tyler, Interpreter/Translator for Deaf

Math & Sciences

CHAPA, Irene, Supervisor

Student Success & Retention (Basic Skills)

AQUINO, Juan, Tutor II
ALLESSANDRO, Jennifer, Tutor II
DIAZ, Israel, Tutor II
DOMINGUEZ, Veronica, Tutor II
FIGUEROA, Edgar, Tutor II
FLORES, Lilian, Tutor II
FREGOSO, Marilyn, Tutor II
HUMMEL, Zack, Tutor II
GONZALEZ, Eduardo, Tutor II
LOC, Jonathan, Tutor II
MORA-CAMACHO, Aurelia, Tutor II
ROMERO, Skyler, Tutor II
RUIZ, Julian, Tutor II
SOLVES, Epifania, Tutor
XIE, Xiao Wen, Tutor II

Non-Credit

KINDER, Robert, Continuing Ed.
LAI, Dolly, Continuing Ed.
MENDOZA, Priscilla, Continuing Ed.

Volunteers

SALCEDO, Maurice, Kinesiology, Dance & Athletics

Students

ANAYA, Laura, EOPS
CARTAYA NAVARRO, Laritza, Counseling & Student Success
GONZALEZ, Jonathan, MSC
SANTOYO, Antonia, Arts & Cultural

III. ACTION ITEMS – No Items

IV. INFORMATION ITEMS

1. Building Program Update

V. STAFF AND BOARD COMMENTS

- **Board Development Reporting**
  - Mr. Gary Mendez reported on his recent attendance at the CCLC Legislative Conference.
  - Ms. Mary Ann Pacheco reported on her recent attendance at the CCLC Legislative Conference and her meetings with the local legislators. An invitation was extended for them to visit the college.

- **Action Items for Future Board Meetings - None**

VI. CLOSED SESSION

Ms. Pacheco recessed the meeting to closed session at 7:42 p.m. No action was reported out.

Pursuant to Section 54956.9(b):

- **ANTICIPATED LITIGATION – (1 Case)**

Pursuant to Section 54956.9(c):

- **CONFERENCE WITH LEGAL COUNSEL – Existing Litigation (2 Cases)**

Pursuant to Section 54957

- **PUBLIC EMPLOYEE DISCIPLINE / DISMISSAL / RELEASE**

Pursuant to Section 54957.6:

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

VII. ADJOURNMENT

46. On motion of Ms. Garcia, seconded by Ms. Santana, the Board voted by unanimous vote of the five members present [Garcia, Mendez, Pacheco Shapiro, and Santana] to adjourn the meeting.

- **Next Regular Meeting – Wednesday, March 9, 2016, 6:00 p.m.**