I. CALL TO ORDER

A. Call to Order

Ms. Pacheco called the meeting to order at 6:01 p.m.

B. Pledge of Allegiance

Dr. Fernandez led the pledge of allegiance.

C. Roll Call

All Board members reported present with the exception of Ms. Shapiro who was absent due to illness and excused.

D. Approval of Minutes – June 8, 2016

94. On motion of Ms. Garcia, seconded by Mr. Mendez, the Board voted by vote of the four members present [Mendez, Pacheco, Santana and Garcia] to approve the minutes of June 8, 2016. Ms. Santana abstained.
Student Trustee Advisory vote was aye.

E. Open Communication for Public Comment

None.

F. Commendations

- Faculty Retirement
  - John Francis (Communications and Languages)
- Office Appreciation – Financial Aid

BREAK

G. Presentations

- Fire Technology Program airs on ABC7 The Bachelorette
- Multiple Measures (Dr. Mike Munoz)

II. CONSENT AGENDA

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

Student Trustee Advisory vote was aye.

A. FINANCE & BUSINESS

1. Finance and Business Reports

   Approved Purchase Order Report containing purchases for the preceding month.

   Approved the Payroll Warrant Report for the month of June, 2016.

2. Authorization for Out of State Travel and Conferences

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

   John Frala to participate at the 2016 Honda PACT Conference in Marysville, Ohio on July 10-14, 2016.

3. Resolution #071316 to Approve Funding from the California Department of Education California State Preschool Program Contract No. CSPP-6228

   The Board of Trustees approved funding from the California Department of Education California State Preschool Program Contract No. CSPP-6228 in the amount not to exceed $221,279.00 and approved the attached Resolution authorizing the Administration to execute the appropriate documents on behalf of the District.
4. **Agreement with Guaranteed 4.0 Learning System LLC**

The Math and Science Center has selected Guaranteed 4.0 Learning Systems to conduct a workshop that emphasizes a systematic approach to learning and practical insight into the unwritten rules of the classroom. The dynamic presentation motivates and empowers students to strive for excellence and realize their potential. Cost not to exceed $12,345.00 and to be paid using Student Equity / MESA Student Workshop & Faculty Training Fund.

The Board of Trustees approved the Agreement with Guaranteed 4.0 Learning System LLC in the amount not to exceed $12,345.00 using Student Equity / MESA Student Workshop & Faculty Training Fund and authorized the Administration to execute the appropriate documents on behalf of the District.

5. **Participation with National Cooperative Purchasing Alliance (NCPA) – Troxell Contract No. 01-48 for Pico Rivera Educational Center Project**

The National Cooperative Purchasing Alliance (NCPA) is a national government purchasing cooperative that enables members with better purchasing power and deeply discounted prices. The District can utilize Troxell Contract No. 01-48 awarded by Region 14 ESC, as lead agency for NCPA for purchase of A.V. equipment and installation for the Pico Rivera Educational Center Project. Cost not to exceed $128,084.43.

The Board of Trustees determined and approved participation of the District with National Cooperative Purchasing Alliance (NCPA) as being in the best interest of the Rio Hondo Community College District in an amount of $128,084.43 from Bond Funds/Adult Ed Block Grant and authorized Administration to execute the appropriate documents on behalf of the District.

6. **Agreement – Assessment Technologies Institute (ATI)**

The Health Science and Nursing Department has selected ATI to facilitate the (a) development of a concept-based curriculum for the ADN and LVN programs and (b) use of conceptual/active learning strategies to accompany the concept-based curriculum for the months of June 2016 through August 2017. Cost not to exceed $37,600.00 paid from SB 1402 2015-2016 Perkins Fund and 2016-2017 CCCCO Grants.

The Board of Trustees approved the agreement with Assessment Technologies Institute for an amount not to exceed $37,600.00 from Perkins Funds and authorized the Administration to execute the appropriate documents on behalf of the District.


The tentative agreement dated April 29, 2016 between Rio Hondo College Faculty Association and Rio Hondo Community College District was ratified by both parties. The agreement specified the 2016-2017 salary increase (on schedule) to unit members is COLA plus 2% retroactive from July 1,
2016. Salary increase (on schedule) for 2017-2018 to unit members is COLA plus 1.5%. Lastly, salary increase (on schedule) for 2018-2019 to unit members is COLA.

The Board of Trustees approved the salary increase to the Rio Hondo College Faculty Association as outlined above and authorized the Administration to execute the appropriate documents on behalf of the District.


The Board of Trustees approved Contract Modification LED Lighting Conversion & Energy Efficiency Project – Year 3 (RFP 2043) in the amount of $30,526.79 to a total of $425,016.79 awarded to Retro-Tek Energy Services, Inc. paid from Proposition 39 Funds and authorized the Administration to execute appropriate documents on behalf of the District.

9. **Use of California Multiple Award Schedule (CMAS) – CableMasters Contract No. 3-08-70-2163C for the B119 Computer Upgrade Project**

The District can utilize CableMasters Contract No. 3-08-70-2163C for the supply, delivery and installation of technology solutions (includes labor, tools and materials), for the B119 Computer Upgrade Project. Cost not to exceed $21,138.49

The Board of Trustees determined and approved use of the described CMAS contract as being in the best interest of the Rio Hondo Community College District in the amount of $21,138.49 from Institutional Equipment Fund and authorized Administration to execute the appropriate documents on behalf of the District.

10. **Agreement with Long Beach Publishing dba Press Telegram**

The Career and Technical Education / Instructional Operation Office has selected Long Beach Publishing dba Press Telegram for providing art/design and advertising and placement of advertisement of the Baccalaureate Degree Pilot Program for the period of July 14, 2016 through September 30, 2016. Cost not to exceed $15,000.00 using funds from the Baccalaureate Degree Pilot Program.

The Board of Trustees approved the Agreement with Long Beach Publishing dba Press Telegram in the amount not to exceed $15,000.00 using Baccalaureate Degree Pilot Program Fund and authorized the Administration to execute the appropriate documents on behalf of the District.

11. **Renewal of Cost Share Agreement with Carpenter Joint Apprentice and Training Committee and/or Southwest Carpenters Training Fund**

Many employers partner with the California Community Colleges (CCC) to provide apprenticeship training for their employees. Apprentices receive on-the-job training via their employer, and then in the evening or weekend receive employer selected “related and supplemental instruction” (RSI). The term is from July 1, 2016 until June 30, 2019. The Rio Hondo Community College District is sharing its Budget Act funding (Apportionment) in the amount of 85% with the Carpenter’s Joint Apprentice program.
The Board of Trustees approved the Renewal of the Carpenters Joint Apprentice and Training Committee and/or Southwest Carpenter Training Fund Agreement and authorized the Administration to sign the appropriate documents on behalf of the District.

12. **Renewal of Cost Share Agreement with Operating Engineers Training Trust**

Many employers partner with the California Community Colleges (CCC) to provide apprenticeship training for their employees. Apprentices receive on-the-job training via their employer, and then in the evening or weekend receive employer selected “related and supplemental instruction” (RSI). The Term is from July 1, 2016 until June 30, 2019. The Rio Hondo Community College District is sharing its Budget Act funding (Apportionment) in the amount of 80% with the Operating Engineers Training Trust program.

The Board of Trustees approved the Renewal of the Agreement with Operating Engineers Training Trust and authorized the Administration to sign the appropriate documents on behalf of the District.

13. **Renewal of Cost Share Agreement with Heat and Frost Insulators and Asbestos Workers Joint Apprenticeship Committee**

The Board of Trustees approved the Renewal of the Agreement with Heat and Frost Insulators and Asbestos Workers Joint Apprenticeship Committee and authorized the Administration to sign the appropriate documents on behalf of the District.

14. **Software Subscription Agreement – American Funding Innovators, Inc.**

The Grant Development/Management Office has selected GrantNavigator Premium offered by American Funding Innovators, Inc. GrantNavigator is a web-based grant management and compliance solution built around the grant life cycle. The term will begin August 1, 2016 through July 31, 2017. The funding source used to purchase this software subscription is through Basic Skills Initiative (BSI) Partnership Pilot Grant. Total cost for the term not to exceed $7,000.00.

The Board of Trustees approved the Software Subscription Agreement with American Funding Innovators and authorized the Administration to execute the appropriate documents on behalf of the District.

15. **Agreement – Hospital Association of Southern California (HASC)**

The California Community Colleges Chancellor’s Office has selected Rio Hondo Community College to host the Deputy Sector Navigator Health Grant for the Los Angeles Region.

The Deputy Sector Navigator - Health (Los Angeles) Office has selected the Hospital Association of Southern California (HASC) to conduct a “needs assessment” survey and gather data relating to the employment of specialty registered nurses, such as, operating room, critical care, emergency department, etc. at hospitals in the Los Angeles Region. The survey will collect data relating to current employment, job openings and projected need. The report will support regional activities to address regional curriculum development to respond to the recommendations of the Board of Governor’s Task Force on Workforce, Job
Creation, and a Strong Economy. The term will begin on July 14, 2016 and to be completed no later than Sept. 30, 2016. Cost not to exceed $20,000.00 and to be paid using funds from the Deputy Sector Navigator Grant.

The Board of Trustees approved the agreement with HASC in the amount of $20,000.00 paid from the Deputy Sector Navigator Health Grant and authorized the Administration to execute appropriate documents on behalf of the District.

16. **Amendment 1 – Agreement with the Foundation for California Community Colleges (FCCC) for State of California’s Bureau of Automotive Repair (BAR) Smog Referee and Student Training Program [Agreement No. BR-015-15]**

Since 2000, the Rio Hondo College District has provided Referee and Lane Technical Training through the Community College Foundation. The Foundation for the California Community Colleges (FCCC) has entered into a new agreement with the State of California Bureau of Automotive Repair (BAR) to provide referees to hear consumer complaints and negotiate reasonable results in those disputes, and to train student technicians to perform the necessary technical services in the State’s Smog Check program.

BAR is the nation’s foremost automobile regulatory system. Each year, Bar Revokes approximately 300 registrations and licenses; suspends operations in over 130 shops; Places over 100 repair facilities on probation; and Returns over $5,000,000 to California consumers in refunds, rework, and adjustments.

Amendment 1 is issued to change the following in Agreement No. BR-015-15:

A. Change in Operating Days/Hours: To Include Saturdays from 7:00 am to 5:00 pm.

B. Change in compensation to Rio Hondo College: Rio Hondo College to be paid a fee of $1,300 per month and an additional of $124.50 for each non-working Saturday when the campus is closed.

The Board of Trustees approved Amendment No. 1 to Agreement No. BR-015-15 and authorized the Administration to execute the appropriate documents on behalf of the District.

17. **Weapons Firing Range Agreement – East Los Angeles CHP**

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). The term will begin July 14, 2016 and continue through June 30, 2019. Rates are subject to a 5% increase per year.

The Board of Trustees approved the agreement with the East Los Angeles CHP, for use of the Firing Range and authorized the Administration to execute appropriate documents on behalf of the District.


National Testing Network (NTN), Inc. directly contracts with public safety division to provide continuous professional testing services. Once a candidate completes this
process, information and test scores are sent directly to each public safety department or departments can download a list of qualified, prescreened candidates at their convenience for interview. This process is closely monitored by professional testing experts with Ph.D.’s in Industrial/Organizational Psychology to ensure the process incorporates industry best practices and is highly defensible.

Term of this testing and recruitment agreement is one-year. Students will be charged $40.00 by NTN and the college will receive pay as follows for each student tested:

- Fire $20.00
- Law Enforcement $20.00
- Emergency Communications $15.00
- Corrections $15.00
- Juvenile Corrections $15.00

The Board of Trustees approved a testing and recruitment agreement with the National Testing Network, Inc. and authorized the Administration to execute the appropriate documents on behalf of District.

19. **Engineering Architecture & Energy Project Pipeline Summer Camp at Los Angeles Southwest Community College (LASCC)**

The California Community Colleges Chancellor’s Office has selected Rio Hondo Community College to host the Energy Construction & Utilities (ECU) Deputy Sector Navigator Grant. The ECU – Los Angeles Deputy Sector Navigator will provide technical assistance and support to colleges and qualified school districts developing credit, non-credit, and not-for-credit programs in the areas of energy, construction, building science, civil and environmental engineering, STEM, and related fields.

The Deputy Sector Navigator Grant is sponsoring a $25,500 ECU Champion mini-grant for a project pipeline summer camp for up to 125 students (middle and high school). This mini-grant was awarded to Los Angeles Southwest Community College (LASCC).

The summer camp is scheduled over four (4) Saturdays at LASCC’s School of Career & Technical Education LEED Certified building and will consist of designing a city/community, construction learning videos, industry tour of SCI-ARC, building bridges, zoning requirements, 3D modeling, weight testing of structures, and sketch ups.

Capstone to the event will be the showcasing of a completed cityscape design at SCI-ARC, a world-renowned center of innovation dedicated to educating architects who will imagine and shape the future.

The Board of Trustees approved the ECU Champion mini-grant in the amount of $25,500.00 to LASCC and authorized the Administration to execute appropriate documents on behalf of the District.

20. **2016-17; 2017-18; 2018-19 Wage Increase – Management & Confidentials**

The 2016-2017 salary increase (on the schedule) to the current members of Management/Confidentials is COLA plus 2% retroactive from July 1, 2016. Salary increase (on the schedule) for 2017-2018 is COLA plus 1.5%. Lastly, salary
increase (on schedule) for 2018-2019 is COLA.

The Board of Trustees approved the salary increase to the current members of the Rio Hondo College Management & Confidentials as outlined above and authorized the Administration to execute the appropriate documents on behalf of the District.

21. **Amendment: Furniture Procurement – Pico Rivera Educational Center Project – Culver-Newlin**

On June 8, 2016, the Board approved Consent Agenda Item II.A.27. The description identified use of the California Multiple Award Schedules (CMAS) contract of Culver-Newlin for purchasing new furniture including delivery and set up in the amount not to exceed $124,328.00 for the Pico Rivera Educational Center Project from Bond Funds should be amended and referenced to the piggybackable contract of Hawthorne School District Bid Number 13-14-1 for purchasing new furniture including delivery, installation and removal of dunnage in the amount not to exceed $124,326.27 for the Pico Rivera Educational Center Project from Bond Funds.

The Board of Trustees approved the correction as described above in the amount of $124,326.27 from Bond/Adult Ed Block Grant Funds and authorized the Administration to execute the appropriate documents on behalf of the District.

22. **Data Cabling and Installation – Pico Rivera Educational Center Project – Cable Masters**

The Pico Rivera Educational Center is near the start of construction; part of the remodeling of the existing buildings includes new Audio Visual Equipment, and Computers for 6 regular classrooms, 1 computer lab classroom, a staff lounge, a study room, and the administration office. Cable Masters has provided a proposal using a (CMAS) California Multiple Award Schedules contract # 3-08-70-2163c for purchasing new data cabling and installation in the amount not exceed $38,597.51

The proposal has been reviewed by the Program Management staff and the College Administration and recommends Cable Masters proposal for Board Approval.

The Board of Trustees approved the proposal for the new data cabling and installation for the Pico Rivera Educational Center Project from Cable Masters in the amount of $38,597.51 from Bond/Adult Ed Block Grant Funds and authorized the Administration to execute the appropriate documents on behalf of the District.

23. **Physical Education Complex Project – Division of the State Architect (DSA) Fees for Re-examination of Additional Documents**

Division of State Architect is invoicing the College for additional review time on an hourly basis for the re-examination of additional documentation. DSA is requesting a re-examination fee in the amount of $250.00. This is one of the final steps in attaining DSA certification for this project.

The Board of Trustees approved the invoice for a re-examination fee from the division of the State Architect for an amount not to exceed $250.00 from Bond Funds and authorized the Administration to execute the appropriate documents on behalf of the District.
24. **Baseball Field Scoreboard Project – Division of the State Architect (DSA) Fees for Review of Construction Change Directives**

Division State Architect is invoicing the College for additional review time on an hourly basis for review of Construction Change Directives during the course of construction. DSA is requesting additional plan check fees in the amount of $519.98. This is one of the final steps in attaining DSA certification for this project.

The Board of Trustees approved the invoice for additional plan check fees from the Division of the State Architect for an amount not to exceed $519.98 from Bond Funds and authorized the Administration to sign the appropriate documents on behalf of the District.

25. **Physical Education Complex Project – Division of the State Architect (DSA) Fees for Review of Construction Change Directives**

Division of State Architect is invoicing the College for additional review time on an hourly basis for review of Construction Change Directives during the course of construction. DSA is requesting additional plan check fees in the amount of $539.00. This is one of the final steps in attaining DSA certification for this project.

The Board of Trustees approved the invoice for additional plan check fees from the Division of the State Architect for an amount not to exceed $539.00 from Bond Funds and authorized the Administration to execute the appropriate documents on behalf of the District.

26. **Learning Resource Center Project – Contractor Proposal to Address Change Order Work- Bernards Builders and Management Services**

Division of State Architect (DSA) is requiring some additional structural bracing for the project in order to attain DSA Certification and has approved the architect’s plan to accomplish the work. The original contractor for this project, Bernards Builders and Management Services, has provided a proposal for materials and labor to perform this work in the amount not to exceed of $5,529.00.

The Program Management team has reviewed the proposal and found it to be appropriate for the work that is needed toward achieving state certification for this project.

The Board of Trustees approved the proposal by Bernards Builders and Management Services for an amount not to exceed $5,529.00 from Bond Funds and authorized the Administration to execute the appropriate documents on behalf of the District.


On December 9, 2015, the Board of Trustees approved the proposal from AMEC Foster Wheeler to provide a Materials Testing report for the L Tower project in the amount of $6,164.00.

On January 4, 2016 during the DSA review process, the Division of the State Architect (DSA) requested additional testing for Ground Penetration Radar (GPR) at six locations in concrete slabs within the building to determine the depths and
location of the existing reinforcement steel (R-Bar). AMEC Foster Wheeler performed the additional testing which required immediate attention. A proposal from AMEC Foster Wheeler was provided in the amount of $3,000.00 to perform the additional testing which was completed on February 2, 2016.

However, on May 6, 2016 an additional request for testing was requested by the DSA Structural Engineer to provide additional information to DSA also during the review process for DSA approval. AMEC Foster Wheeler provided a proposal for this additional testing in the amount of $4,900.00. This amount will bring the combined total for AMEC Foster Wheeler for Material Testing Report Services to an amount not to exceed $14,064.00.

The Board of Trustees ratified the additional testing fees of $7,900.00 from Bond Bunds to AMEC Foster Wheeler for the Materials Testing Report Service on the L Tower and authorized the Administration to execute appropriate documents on behalf of the District.

28. **Administration of Justice Building Project – Division of the State Architect (DSA) Fees for Re-Examination of Additional Documents**

The Board of Trustees approved the invoice for a re-examination fee from the Division of the State Architect for an amount not to exceed $500.00 from Bond Funds and authorized the Administration to execute appropriate documents on behalf of the District.

29. **Prequalifications for General Contractors Bid #2049 – L Tower Seismic and Code Upgrade Project**

Public Contract Code Section 20651.5 permits the governing board of a community college district to require each prospective bidder for a construction contract to complete and submit to the district a standardized questionnaire and financial statement in a form specified by the district, including a complete statement of the prospective bidder’s financial ability and experience in performing public works. In accordance with Section 20651.5, the District developed a Pre-Qualification Application that was completed in advance by all firms seeking to bid on the District’s construction contracts exceeding $5,000,000.00. The Application was developed in consideration of the District’s commitment to local community minority outreach, Project Labor Agreement (PLA) and Owner Controlled Insurance Program (OCIP) as well as to ensuring that qualified bidders will submit bids for the District’s larger projects.

The Application required prospective bidders to submit information concerning the bidder’s experience, financial capacity, claims experience and bonding capacity.

Project Management staff and College Administration has reviewed the submitted pre-qualifications for Bid # 2049 – L Tower Seismic and Code Upgrade Project and below is the list of pre-qualified contractors:

- S.J. Amoroso Construction Co., Inc., Costa Mesa, CA
- Swinerton Builders, Irvine, CA
- Kemp Bros. Construction, Inc., Santa Fe Springs, CA
- Pinner Construction Co. Inc., Anaheim, CA
- Stronghold Engineering, Riverside, CA
- TB Penick & Sons, Inc., San Diego, CA
The Board of Trustees approved the list of Contractors as outlined above to allow the solicitation of contract bids for Bid #2049 – L Tower Seismic & Code Upgrade Project.

30. **Ratification for Additional Fees for Geological Investigation Survey Services for L Tower Seismic Upgrade Project – AMEC Foster Wheeler**

On July 8, 2015, the Board of Trustees approved the proposal from AMEC Foster Wheeler to provide Geological Investigation Survey for the L Tower project in the amount of $63,200.00.

On May 20, 2016 during the California Geological Survey (CGS) review process, CGS provided comments requesting additional information to be given with further calculations and survey analysis for the project. The approval of this report is required to attain DSA approval for the project. Since, this was at the time very time sensitive to also attain the Chancellor’s office approval deadline, it was required to have AMEC Foster Wheeler perform the necessary documents being requested. A proposal from AMEC Foster Wheeler was provided in the amount of $3,500.00 to perform the additional documents were provided which was completed on time to attain DSA approval on May 27, 2016.

This amount will bring the combined total for AMEC Foster Wheeler for Geological Investigation Survey Services to an amount not to exceed $66,700.00.

The Board of Trustees ratified the additional consulting service fees of $3,500.00 to AMEC Foster Wheeler for the Geotechnical Investigation Survey Services on the L Tower from State/Bond Funds and authorized the Administration to execute appropriate documents on behalf of the District.

31. **Additional Fees for Geological Investigation Survey Services for Pico Rivera Educational Center Project – AMEC Foster Wheeler**

On December 9, 2015, the Board of Trustees approved the proposal from AMEC Foster Wheeler to provide Geological Investigation Survey for the Pico Rivera Educational Center project in the amount of $20,265.00.

On June 20, 2016 during the California Geological Survey (CGS) review process, CGS provided comments requesting additional information to be provided with further calculations and survey analysis for the project. The approval of this report is required to attain DSA approval for the project. A proposal from AMEC Foster Wheeler has been provided in the amount of $1,500.00.

This amount will bring the combined total for AMEC Foster Wheeler for Geological Investigation Survey Services to an amount not to exceed $21,765.00.

The Board of Trustees approved the additional consulting service fees of $1,500.00 to AMEC Foster Wheeler from Bond Funds for the Geotechnical Investigation Survey Services on the Pico Rivera Educational Center and authorized the Administration to execute appropriate documents on behalf of the District.

32. **Campus Inn Swing Space Remodel – Hazardous Materials Abatement and Demolition Bid Documents – AMEC Foster Wheeler**

The Campus Inn will serve as swing space, for the temporary relocation of
classrooms, offices, and storage space, during construction of the L-Tower Seismic Retrofit and the Science Building HVAC projects. AMEC Foster Wheeler performed a hazardous material survey and identified material that must be removed under controlled conditions. They have provided a cost proposal to develop a scope of work, specifications, an estimate of quantities, and annotate the architect’s demolition drawings in the amount of $7,234.00. The work is needed to assure a firm basis for contractors to bid the abatement and demolition tasks for the Campus Inn remodel.

The proposal has been reviewed by the Program Management staff and the College administration and has deemed the proposal to be acceptable for developing bidding documents.

The Board of Trustees approved AMEC Foster Wheeler’s proposal to develop bidding documents for the abatement of hazardous materials and select demolition of the Campus Inn on a time and materials basis, not to exceed $7,234.00 from Bond Funds and authorized the Administration to execute appropriate documents on behalf of the District.

33. **Agreement – On Course, Inc.**

The Counseling and Student Success Department has selected On Course, Inc. to conduct a three (3) day On Course Workshop for the period of August 1-3, 2016. Cost not to exceed $11,220.00 (inclusive of workbooks and travel expenses) and to be paid from Student Success and Support Program (SSSP) Funds.

The Board of Trustees approved the Agreement with On Course, Inc. in the amount not to exceed $11,220.00 from the SSSP Fund and authorized the Administration to execute the appropriate documents on behalf of the District.

34. **Acceptance – Enrollment and Growth Nursing Grant**

Rio Hondo College has received an intent to award an Enrollment Growth Nursing Grant from the Chancellor’s Office. The college will be awarded $97,000.00 for the period 2016-2017 to support services provided to Rio Hondo’s efforts to grow the Nursing Program enrollment.

The proposal will be recommended to the Board of Governors; funding is pending Board approval at their July meeting.

The Board of Trustees approved the acceptance of the Enrollment and Growth Nursing Grant in the amount of $97,000.00 and authorized the Administration to execute the appropriate documents on behalf of the District.

35. **Acceptance – Assessment, Remediation and Retention Nursing Grant**

Rio Hondo College has received an intent to award an Assessment, Remediation and Retention Nursing Grant from the Chancellor’s Office. The college will be awarded $114,000.00 for the period 2016-2017 to support services provided to Rio Hondo’s currently enrolled Nursing students.

The proposal will be recommended to the Board of Governors; funding is pending Board approval at their July meeting.
The Board of Trustees approved the acceptance of the Assessment, Remediation and Retention Nursing Grant in the amount of $114,000.00 and authorized the Administration to execute the appropriate documents on behalf of the District.

36. **Budget Augmentation**

In order to provide additional services to our students in El Monte Educational Center for evening classes and with offering classes at Pico Rivera Educational center starting Fall 2016 semester, the administration recommends the following classified positions to be augmented:

- Instructional Assistant 100% 11 months $63,000 (Pico Rivera Educational Center)
- Clerk Typist II 100% 11 months $55,000 (Pico Rivera Educational Center)
- Clerk Typist II 45% 11 months $18,000 (El Monte Educational Center)

The Board approved the Budget Augmentation as outlined above.

37. **Consultants**

The Board approved the following Consultants:

a. Sade Burrell – To present/provide speaking engagement services to current and former Foster Youth at the “What are you Reaching For?” Student Conference on August 17, 2016. Dates of Service: August 15-19, 2016. Cost not to exceed $150.00 from Student Equity Grant.

b. Robin Carville – To present a general introduction to the CATEMA System. Session will include system orientation and instruction for user specific tasks for systems administrators and staff. Date of service: July 20, 2016. Cost not to exceed $1,815.00 from CTE Pathways Program Grant.

c. Christie Digital Systems USA, Inc. – There will be three (3) flights each for four (4) weeks in length, for a total of three (3) non-consecutive months to promote Fall 2016, spring 2017 and Summer 2017 semesters. There will be two (2) 48” and one (1) 65” digital posters that will display Rio Hondo College ads at the main entrance and exit of the Pico Rivera Cinepolis Cinema. Dates of service: July 18, 2016 – June 2, 2017. Cost not to exceed $2,227.50 from General Fund.


e. Kristi Coughlin – To develop nutrition courses 110 and 120 for Health Science and Nursing. Dates of service: July 1, 2016. Cost not to exceed $1,000 from Perkins Grant.

f. Game Train Interactive – To facilitate a two-day Minecraft (ComputerCraft Intro to coding) workshop for in-service and pre-service educators. Participants will learn how to use ComputerCraft and develop their own lesson plans related to programming/coding. Consultant will provide technical assistance in the MindCraftat Afterschool Program As-Needed. Dates of service: August 9-10, 2016 (workshop) and Fall 2016 (technical assistance). Cost not to exceed $3,000.00 from TPP Grant.

g. Greg Waigand – To provide video coverage, still photography and photo/video
B Personnel
1. Academic

a. Employment

Special Assignment, Summer 2016

The following instructors will be paid a $1,500 stipend, for participating in the Career Technical Education Summer Academy (CTESA). Funding will be provided by the Deputy Sector Navigator Grant, Perkins Grant and the Deputy Sector Navigator Health Grant. CTESA provides 150-200 middle school students an opportunity to learn about rocket fuel, building and launching rockets, and First Aid/CPR to name a few.

BACHOR, Alana, Counseling & Student Success
DIGHERA, Mike, Career Technical Education
GACAD, David, Public Safety
HERMAN, Maurice, Career Technical Education
GOLD, Andrew, Career Technical Education
LUNA, Patricia, Health Science & Nursing
MORTON, William, Career Technical Education
TABB, Elizabeth, Health Science & Nursing
TOMORY, Steve, Career Technical Education

The following instructors will be paid a maximum stipend of $765, paid from Student Equity, for participation in the 3-day RIO Faculty Summer Institute:

h. Alejandro Jose Gradilla – To facilitate a Student Equity 1.5-hour workshop on the pedagogical approaches and practices. Date of service: July 15, 2016. Cost not to exceed $350.00 from the Student Equity Rio Faculty Summer Institute Fund.

i. Dr. Keith E. Hall – To present a “Thriving with your Strengths” interactive session that will challenge participants to reflect on their strengths and strategic ways to develop their strength to foster encouragement, mobilize teams and initiate change. Date of service: August 12, 2016. Cost not to exceed $800.00 from Leadership Academy Fund.

j. Susanne Mata – To conduct a one-day workshop for SB 1070 LA Ring College Consortium on utilization of CATEMA for documenting awarding of college units for high school students completing an articulated course. Date of service: July 20, 2016. Cost not to exceed $1,475.00 from CTE Pathways Program Grant.

k. Denise Michelle Sandoval – To facilitate a Student Equity 1.5 workshop on the pedagogical approaches & practices. Date of service: July 15, 2016. Cost not to exceed $350.00 from Student Equity Faculty Summer Institute.
GARCIA, Santiago, Behavioral & Social Sciences
GONZALEZ, Hector, Behavioral & Social Sciences
JUAREZ, Melissa, Behavioral & Social Sciences
LYNCH, Kelly, Behavioral & Social Sciences
MULLIKIN, Wanda, Behavioral & Social Sciences
MUNOZ, Elba, Behavioral & Social Sciences
PADGETT, Vernon, Behavioral & Social Sciences
PERRY, Abbie, Behavioral & Social Sciences
PREWITT, Dezzie, Behavioral & Social Sciences
SERAFIN, Monica, Behavioral & Social Sciences
SIGALA, Carol, Behavioral & Social Sciences
TORRES, Ybonne, Behavioral & Social Sciences
WETSMAN, Adam, Behavioral & Social Sciences

The following instructors will receive a $250 stipend, paid out of Title V grant, for participating in the Inspiration + Innovation = Success half-day workshop, and adapting at least two new activities to incorporate into his/her summer Math Academy or Math course curriculum:

BRONKAR, Ryan, Math & Sciences
ENGLISH, Cameron, Math & Sciences
LITTRELL, Mark, Math & Sciences
MONTIEL, Gerson, Math & Sciences
PERSAD-SPIELER, Gisela, Math & Sciences
PITASSI, Matt, Math & Sciences
WANG, George, Math & Sciences

The following instructors will each receive a stipend, as indicated below, paid out of Title V grant, for participating in the professional development, collaboration and creation of First-Year seminar course curriculum:

BETHEL, Robert, Math & Sciences - $250
CUMMINGS, Fran, Math & Science - $250
DUARTE, Jeanette, Communications & Languages - $500
ECKSTROM, Marie, Communications & Languages - $500
LYNCH, Sheila, Arts & Cultural - $300
MADRIGAL, Ea, Behavioral & Social Sciences - $500
PIERSON, Kenn, Communications & Languages - $500
RIFINO-JUAREZ, Melissa - Behavioral & Social Sciences - $500
RIOS, Rudy, Business - $500

Part time, Fall 2016

Arts and Cultural Programs

ALLEN, Michael  HARRISON, Laura
KRELLE, Andrew  LOPEZ, Eduardo
RAMSEY, Christopher  SZUMANSKI, Matthaeus
TOBIN, Jaime

Behavioral & Social Sciences

BOBO, Michael  DIAZ, Corina
VASQUEZ, Gustavo
Business

YEE, Steven
Career Technical Education

GOLD, Andrew
Communications and Languages

CHANG, Chiu Chin  CHAVEZ, Roberto
LOYA, Henry  MOOREHEAD, Antonio

Hourly as Needed, 2016-2017

Counseling & Student Success

ALFARO, Maria  ALVARADO, Delmis
AVALOS, Marsha  BOBADILLA, Lizette
CHACON, Marlene  COOK, Joycelyn
GRAVES SEARS, Carmen  LOPEZ, Melanie
MARTINEZ, Angeles  MARTINEZ, Arianne
MORALES, Elizabeth  OCHOA, Catherine
RAMIREZ-HOLLINGSHEAD, Lisa  ROMERO, Eric
SANDATE, Edelmira  SANDOVAL, Flor
SIERRA, Norma

Disabled Students Programs & Services

MCCONNELL, Patrick
Public Safety

GIBRANN FLORES, Carlos
Veterans Services

BROOKS, Steve  CANAS, Fritzie
MUNOZ, Marta

b. Resignation

PRADO, Rosa, full time Cal WORKS Counselor/Coordinator. Her last day of full time employment was May 26, 2016, however she has been approved to work hourly as needed for the summer.

THOEURB, Tep, full time DSPS Counselor. Her last day of full time employment was May 26, 2016, however she has been approved to work hourly as needed for the summer.
2. Management and Confidential
   a. Resignation

   GUPTILL, Chris, Dean of Arts & Cultural Programs and Continuing Education. His last day of employment was June 30, 2016.

   b. Reduction in Assignment

   CHAVEZ, Lisa, Grant Manager – Student Support Services Program has requested a permanent decrease in her workload from 100% to 47.5%, effective September 1, 2016.

3. Classified
   a. Employment, 2016-2017

   Regular Classified

   CHIRRICK, Darrell, Sr. Tool Room Attendant, 100%, 11.5 months, Career Technical Education, effective June 28, 2016
   DELGADO, Anthony, Research Specialist, Institutional Research and Planning, 100%, 12 months, effective July 11, 2016
   MARTINEZ, John, Custodian, 45%, 12 months, Facilities Services, effective June 4, 2016
   RAPOSO, Eric, Custodian, 100%, 12 months, Facilities Services, effective June 6, 2016
   VAUGHN, Aaron, Tool Room Attendant, 25%, 11 months, Career Technical Education effective June 28, 2016

   Continued Employment Regular Classified

   The following employees will continue in the designated capacity with dedicated funding through June 30, 2017. If continued funding should not be available, 60-day notice shall be served:

   ACOSTA, Robin, Student Services Assistant, Counseling & Student Success
   AGUILAR, Elda A., Clerk Typist III, EOP&S
   BURDETT, Kathy, Clerk Typist III, Career Technical Education
   CABALLERO, Irma, EOPS/CARE Evaluator, EOP&S
   CEDILLOS, Mauricio, Student Services Assistant, Center for Career Re-Entry Ser.
   CHAVEZ, Monica, Student Services Assistant, Outreach/Counseling & Student Success
   CORRALES, Lydia, Clerk Typist III, Career Technical Education
   DURAND, Jennifer, Clerk Typist III, Cal WORKS
   FLORES, Eder, Student Services Assistant, Outreach/Counseling & Student Success
   FONSECA, Ana, Clerk Typist III, Cal WORKS
   GARCIA, Norma, Testing Technician, Assessment Office
   GONZALEZ, Martin, Student Services Assistant, Transfer Center
   GONZALEZ, Teresa, Student Services Assistant, Cal WORKS
   HSIAO, Joyce, Student Services Assistant, Counseling & Student Success/Outreach
KHAMKONGSAY, Ryan, Research Specialist, Institutional Research & Planning
LEE, Jennifer, Clerk Typist III, Continuing Education
LINARES, Isaac, Student Services Assistant, Counseling & Student Success
MARTINEZ, Alyssa, Clerk Typist III, Counseling & Student Success
NGUYEN, Ngoc T., Student Services Assistant, Counseling & Student Success/Transfer Center
PASILLAS, Guadalupe, Student Services Assistant, Counseling & Student Success/Outreach
PEREZ, Gabriela, Student Services Assistant, Counseling & Student Success/Outreach
REYES-LUERA, Gloria, Secretary, EOP&S
ROMO, Aracely, Clerk Typist III, Counseling & Student Success
SAENZ VELASQUEZ, Rocio, Clerk Typist III, EOP&S
SALMERON, Odila, Testing Technician, Assessment Office
TAMAYO, Aracely, Clerk Typist II, Transfer Center
VERDUGO, Laura, EOPS/CARE Specialist, EOP&S
VILLEGAS-GOMEZ, Ayari, Clerk Typist III, Assessment Office

Substitute, 2016-2017
CARLOS, Frank, Student Services Assistant, Financial Aid
SALAZAR, Phillis, Clerk Typist III, Human Resources

Facilities Services
LOPEZ, Sandra, Custodian  MADRID, John, Custodian
MARQUEZ, German, Custodian  PEREZ, Destiny, Custodian
SANCHEZ, Oscar, Custodian

Kinesiology, Dance and Athletics
BECKMAN, Randy, Athletic Trainer  BENITEZ-LOPEZ, Evelyn, Ath.Trainer
DIAZ, Juan, Athletic Trainer  DYE, Danna, Athletic Trainer
FLORES, Alfonso, Athletic Trainer  MCBRIDE, Chris, Athletic Trainer
STANKEVITZ, Diane, Ath. Trainer

Math and Science
FUKUSHIMA, Lance, Instructional Asst.  ROMERO, George, Instructional Asst.

Short Term, 2016-2017
LIVESAY, Kelly, Clerk Typist II, Human Resources, ending date September 15, 2016
RODRIGUEZ, Ruth, Clerk Typist III, Assessment Office, ending date December 23, 2016

b. Promotion
CHAVEZ, Elizabeth, Instructional Division Secretary, Behavioral and Social Science, effective June 27, 2016
WELLS, Matthew, Sr. Financial Aid Assistant, Financial Aid, effective June 20, 2016
c. Transfer

GOMEZ, Roxanna, Clerk Typist III, to Marketing and Communications and Government and Community Relations, effective June 20, 2016

NGUYEN, Ngoc T., Student Services Assistant to the Transfer Center, effective June 14, 2016

d. Resignation

ARIA, Evelyn, Research Analyst, Institutional Research & Planning. Her last day of employment was June 30, 2016

MARTINEZ, John, Custodian, Facilities Services. His last day of employment was July 11, 2016

SANDOVAL, Flor, Student Activities Assistant, Student Life and Leadership. Her last day of employment is July 14, 2016


a. Employment

Non Credit
(Continuing Education Lecturers)

ARGUETA, Hilda
METZGRAR, Jaime
ROMERO, Peter

BARATTA, Carl
PEREZ, Nataly

Hourly

Arts and Cultural Programs

ABE, George, Model
BECK, Jonathan, Model
BONANNI, Cathy, Model
CRAIG, Jazmine, Model
DAVISON, Asher, Model
EVERETT, Andrew, Model
FALLS, Michael, Model
GOMEZ, Marisa, Model
HARDY, Frances, Model
JACOBSEN, Steve, Model
KLANDERUD, Keith, Model
LIN, Ma-Li, Accompanist
SWIFT, Bonita, Model
WOOD, Marcus, Model
YBANEZ, Richie, Model

ABELL, Roxanne, Model
BOOTH, Shea, Model
COLE, John, Model
CZECHORSKY, Toni, Model
DEVAI, Traci, Model
FABOS, Jennifer, Model
FOREMAN, Karole, Model
HALE, Susan, Model
HOUSTON, Yuko, Model
KELLY, Sharon, Model
LIBAL, Keith, Model
MARTINENKO, Serge, Model
TEO, Choon Jee, Model
WORRILOW, Lynn, Model
YELTRAN, Aycil, Model

Communications and Languages (LAC)

BARRERA, Margali, Tutor II
CASTRO, Hiram, Tutor II

CASTILLO, Silvia, Tutor II
DIAZ, George, Tutor II
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<td>FABELA, Ilse</td>
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<td>REYES-GARCIA, Alejandro</td>
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<td>SIGALA, Joseph</td>
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</tbody>
</table>
5. **Revision of Administrative Procedure 7130 (See Attached)**

**Undraped Model Wage Increase**

Rio Hondo College has experienced a difficult time recruiting undraped models in the Arts and Cultural Programs Department. A survey of regional community colleges in the area revealed that other community colleges pay higher rates and are more competitive. As such, Rio Hondo College needs to address the pay gap and recommends to the Board that the wage be increased to $23.00, $24.00 and $25.00, steps 1, 2 and 3, respectively, to be able to meet the needs of the art classes offered, effective July 13, 2016.

**Student Success Coach I**

The Student Success Coach I job classification is proposed at $13.00 per hour in addition to the existing Student Success Coach job classification, to assist program students with planning and preparing to attend a two-year and/or four-year college/university. The current classification of Student Success Coach will be...
reclassified to Student Success Coach II to coincide with the higher educational requirements and job responsibilities of that role. It is recommended that the Student Success Coach I classification be approved by the Board, effective July 13, 2016.

III. ACTION ITEMS
A. PRESIDENT’S OFFICE
1. Resolution in Support of America’s College Promise Act and California Promise Program

On motion of Ms. Santana, seconded by Ms. Garcia, the Board voted by unanimous vote of the four members present [Garcia, Mendez, Pacheco and Santana] to approve the following resolution in support the America College Promise Act and the California Promise Program by endorsing AB 1721 and AB 1892.

**Student Trustee Advisory vote was aye.**

WHEREAS, community college have always been synonymous with access to all students regardless of background.

WHEREAS community colleges such as Rio Hondo College are a vital path for thousands of students of all ages who seek to connect with certificates, degrees, jobs, and careers across multiple industries.

WHEREAS, in January 2015 President Barack Obama introduced a plan to cover tuition and fees for qualified community college students titled America’s College Promise.

WHEREAS, On July 8, 2015 Senator Tammy Baldwin (D-WI) and Congressman Bobby Scott (D-VA) introduced the America’s College Promise Act of 2015.

WHEREAS America’s College Promise Act would improve access and affordability for community college students – especially for middle class students who may not qualify for the Board of Governor’s Fee Waiver or other forms of financial aid.

WHEREAS the America’s College Promise Act would create a federal-state partnership grant awarded to states that agree to waive community college resident tuition and fees for eligible students.

WHEREAS Assemblyman Jose Medina has introduced AB 1721 and AB 1892 which will form the foundation of a statewide program known as California Promise.

WHEREAS AB 1721 and AB 1892 would improve college access and affordability in California by reforming Cal Grant B and C programs, respectively.

WHEREAS, AB 1721 and AB 1892 would increase the levels available to students and make it easier for non-traditional students to qualify for these awards.

B. FINANCE AND BUSINESS
1. Appointment or Reappointment to Rio Hondo College Citizens Oversight Committee

On motion of Mr. Mendez, seconded by Student Trustee Leon, the Board voted by unanimous vote of the four members present [Garcia, Mendez,
Pacheco and Santana] to approve the appointment of Marjorie Rodriguez, replacing Deborah Pacheco representing Gary Mendez.

**Student Trustee Advisory vote was aye.**

IV. **INFORMATION ITEMS** – No Items

V. **STAFF AND BOARD COMMENTS**
   - Board Development Reporting
   - Action Items for Future Board Meetings

VI. **CLOSED SESSION**

Ms. Pacheco recessed the meeting to Closed Session at 8:27 p.m. Upon returning from Closed Session, the following action was reported out:

_Pursuant to Section 54956.9(b):_
- **ANTICIPATED LITIGATION** – (1 Case) – No Action

_Pursuant to Section 54956.9(c):_
- **CONFERENCE WITH LEGAL COUNSEL** – Existing Litigation (2 Cases) – No Action

_Pursuant to Section 54957_
- **PUBLIC EMPLOYEE EMPLOYMENT**
  - **Full time tenure track Counselor (5 positions)**
    98. On motion of Ms. Garcia, seconded by Ms. Santana, the Board voted by unanimous vote of the four members present [Garcia, Mendez, Pacheco and Santana] to approve Maribel De Leon as Full Time, Tenure Track Counselor effective August 19, 2016.
    99. On motion of Ms. Garcia, seconded by Ms. Santana, the Board voted by unanimous vote of the four members present [Garcia, Mendez, Pacheco and Santana] to approve Laura Garcia as Full Time, Tenure Track Counselor effective August 19, 2016.
    100. On motion of Ms. Pacheco, seconded by Ms. Garcia, the Board voted by unanimous vote of the four members present [Garcia, Mendez, Pacheco and Santana] to approve Jose Lara as Full Time, Tenure Track Counselor effective August 19, 2016.
    101. On motion of Ms. Garcia, seconded by Ms. Santana, the Board voted by unanimous vote of the four members present [Garcia, Mendez, Pacheco and Santana] to approve Angelica Martinez as Full Time, Tenure Track Counselor effective August 19, 2016.
    102. On motion of Mr. Mendez, seconded by Ms. Santana, the Board voted by unanimous vote of the four members present [Garcia, Mendez, Pacheco and Santana] to approve David Tieu as Full Time, Tenure Track Counselor effective August 19, 2016.
  - **Full Time Counselor (categorically funded - multiple positions)**
    103. On motion of Ms. Pacheco, seconded by Ms. Santana, the Board voted by unanimous vote of the four members present [Garcia, Mendez, Pacheco and Santana] to approve Delmis Alvarado as Full Time, Tenure Track Counselor.
104. On motion of Ms. Garcia, seconded by Ms. Pacheco, the Board voted by unanimous vote of the four members present [Garcia, Mendez, Pacheco and Santana] to approve Vanessa Chavez as Full Time, Non-Tenure Track Counselor effective August 19, 2016.

105. On motion of Mr. Mendez, seconded by Ms. Garcia, the Board voted by unanimous vote of the four members present [Garcia, Mendez, Pacheco and Santana] to approve Julio Flores as Full Time, Non-Tenure Track Counselor effective August 19, 2016.

106. On motion of Mr. Mendez, seconded by Ms. Santana, the Board voted by unanimous vote of the four members present [Garcia, Mendez, Pacheco and Santana] to approve Lauren Maki as Full Time, Non-Tenure Track Counselor effective August 19, 2016.

107. On motion of Ms. Garcia, seconded by Ms. Santana, the Board voted by unanimous vote of the four members present [Garcia, Mendez, Pacheco and Santana] to approve Diana Valladares as Full Time, Non-Tenure Track Counselor effective August 19, 2016.

108. On motion of Mr. Mendez, seconded by Ms. Garcia, the Board voted by unanimous vote of the four members present [Garcia, Mendez, Pacheco and Santana] to approve Christine Waugh as Full Time, Non-Tenure Track Counselor effective August 19, 2016.

- Manager, Mechanical and Electrical Services – No Action Taken
- Interim Dean, Arts & Cultural Programs, Continuing and Contract Education

109. On motion of Ms. Pacheco, seconded by Mr. Mendez, the Board voted by unanimous vote of the four members present [Garcia, Mendez, Pacheco and Santana] to approve Dale Harvey as Interim Dean, Arts & Cultural Programs, Continuing and Contract Education effective July 14, 2016.

- Interim Grant Manager, Cal-SOAP

110. On motion of Ms. Garcia, seconded by Ms. Santana, the Board voted by unanimous vote of the four members present [Garcia, Mendez, Pacheco and Santana] to approve Yicel Paez as Interim Grant Manager, Cal-SOAP effective July 18, 2016.

- PUBLIC EMPLOYEE DISCIPLINE / DISMISSAL / RELEASE
- Evaluation of Public Employee
  - Superintendent/President
  - Vice President, Finance & Business

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

111. On motion of Ms. Garcia, seconded by Ms. Santana, the Board voted by unanimous vote of the four members present [Garcia, Mendez, Pacheco and Santana] to adjourn the meeting at 10:02 and announced the dates of the next regular meetings:

- Special Board Meeting – Friday, August 5, 2016, 10:30 a.m., Board Room
- Next Regular Meeting – Wednesday, August 10, 2016, 6:00 p.m.
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<tr>
<th>Non-Represented Employees</th>
<th>Step 1</th>
<th>Step 2</th>
<th>Step 3</th>
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<td>Assistant Training Specialist</td>
<td>$10.50</td>
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<td>Accompanist (Professional Musician)</td>
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<td>Community Services</td>
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<td>Technical Stage Manager (Community Services)</td>
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<tr>
<td>Tutor II</td>
<td>$10.00</td>
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<td>Model (Fine Arts, Draped)*</td>
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<td>Recruit Training Officer</td>
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<tr>
<td><strong>Student Success Coach I</strong></td>
<td>$13.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Student Success Coach II</strong></td>
<td>$19.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>KDA Coaching Specialist</strong></td>
<td>$12.00</td>
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<td></td>
</tr>
</tbody>
</table>

Step 2 based on 500 hours of service at Step 1 level, 1,300 hours for Step 3. $1.00 per hour additional pay shall be paid to employees upon completion of 3,500 hours in paid status.

**Interpreter*/Translator for Deaf**

<table>
<thead>
<tr>
<th></th>
<th>Step 1</th>
<th>Step 2</th>
<th>Step 3</th>
<th>Step 4</th>
<th>Step 5</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Intern I</td>
<td>Intern II</td>
<td>Qualified</td>
<td>+5 years</td>
<td>Certified</td>
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<tr>
<td>Enrolled in ITP</td>
<td>$20.00</td>
<td>$25.00</td>
<td>$30.00</td>
<td>$35.00</td>
<td>$40.00</td>
</tr>
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</table>

**Classified Substitute Pay**
Substitute rate to be hourly rate of entry level salary except former employees rehired on a temporary basis within a two-year period of their last date of service in this District shall be placed at their last paid salary step of the range of the temporary position (excludes longevity and stipends).

**Non-Represented Employees:** These rates are applicable to those who teach Community Service Classes and non-credit classes. It also applies to other hourly certificated, non-certificated and Foster Care.

**Physician (E.C. 87448)**

<table>
<thead>
<tr>
<th>Step 1</th>
<th>Step 2</th>
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<tbody>
<tr>
<td>$70.00</td>
<td>$30.00</td>
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**Guest Lecturer**

<table>
<thead>
<tr>
<th>Step 1</th>
<th>Step 2</th>
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<tbody>
<tr>
<td>$28.76</td>
<td>$30.00</td>
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**Foster Care**

<table>
<thead>
<tr>
<th>Step 1</th>
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<tbody>
<tr>
<td>$24.55</td>
<td>$25.78</td>
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</table>

**Lecturer**

<table>
<thead>
<tr>
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<th>Bachelor’s</th>
<th>Master’s</th>
<th>Doctorate</th>
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<tbody>
<tr>
<td>$35.06</td>
<td>$36.37</td>
<td>$37.72</td>
<td>$39.14</td>
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</table>

**Supervisor**

<table>
<thead>
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<th>Master’s</th>
<th>Doctorate</th>
</tr>
</thead>
<tbody>
<tr>
<td>$16.76</td>
<td>$17.60</td>
<td>$18.48</td>
<td>$19.40</td>
</tr>
</tbody>
</table>

*Step placement will be based on experience / certification and/or recruitment difficulties.

**For guest lecturers, advancement to Step 2 is based upon completion of 1,211 assigned work hours.
Student Success Coach I

Up to 19 hours per week at $13.00 per hour

Student Success Coach I’s (SSC I) are enrolled in or recently graduated from an undergraduate program and assist students. They will work within the Division of Counseling & Student Success and will be directed and overseen by a Project Manager. Student Success Coach I’s assist program students with planning and preparing to attend a two-year and/or four-year university/college.

**Time commitment:**
These are temporary positions based on grant funding. The minimal commitment time is one year. SSC I’s will work up to 19 hours per week.

**Examples of Duties:**
1. Closely monitor and communicate consistently with a caseload of students. Communication may include face-to-face interactions, via phone, email, texting and Internet as necessary.
2. Act as an informed referral source throughout the academic year, including accompanying students to various resources as needed. Support students in acquiring and understanding college and financial aid entrance requirements.
3. Participate in/lead program seminars, workshops and other presentations.
4. Maintain detailed student contact logs in the database.
5. Collaborate with fellow Student Success Coach I’s and II’s to develop supplemental projects.
6. Attend regular meetings and training sessions.
7. Support the activities of the Student Success & Support program as needed.

**Minimum Qualifications:**

*Education and Experience:*
Enrolled in an undergraduate program OR candidates who have recently completed a Bachelor’s degree.

**Desirable Qualifications:**
Course work in psychology, sociology, ethnic studies, counseling, group dynamics and guidance. Experience making group presentations. Experience working in a team.

**Knowledge and Abilities:**
1. Excellent communications skills: listening, responding, presenting, handling and resolving conflict.
2. Understand the needs of recent urban high school students who are predominantly underprepared for college demands.
3. Ability to work effectively with diverse populations of students, faculty, and staff. Ability to work with committees and to plan workshops.
4. Demonstrated record of leadership, maturity and academic excellence.
5. Resourcefulness.
6. Ability to learn RHC’s processes, policies and support systems and website tools.
7. Knowledge of research techniques.

Effective: 7/13/16