I. CALL TO ORDER

A. Call to Order

Ms. Garcia called the meeting to order at 6:09 p.m.

B. Pledge of Allegiance

Ms. Pacheco led the pledge of allegiance.

C. Roll Call

All Board members reported present with the exception of Ms. Santana who later arrived at 6:12 p.m. and Ms. Shapiro was excused due to illness.

D. Approval of Minutes: December 14, 2016

On motion of Ms. Pacheco, seconded by Mr. Mendez, the Board voted unanimously by vote of all three members present [Garcia, Mendez, and Pacheco] to approve the minutes of December 14, 2016 with the correction to action No 5 to read: “On Motion of Ms. Santana, seconded by Ms. Shapiro, the Board voted
by vote of all four members present [Garcia, Pacheco, Shapiro and Santana] to approve Norma Garcia as the President of the board. Mr. Mendez voted no."

Student Trustee advisory vote was aye.

Ms. Santana arrived at this point of the meeting.

**E. Open Communication for Public Comment**

Ms. Cindia Velasco, NALEO Educational Fund, introduced herself to the Board and provided information on the benefits of NALEO.

**F. Presentations**

  - **El Monte Promise (Dr. Mike Munoz)** – Dr. Mike Munoz and Christina Davila provided an update on the El Monte Promise to the Board of Trustees.

**G. PUBLIC HEARING ON THE INITIAL PROPOSAL FOR A SUCCESSOR AGREEMENT TO THE 2017-20 CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION NUMBER 477 COLLECTIVE BARGAINING AGREEMENT SUBMITTED BY THE CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION NUMBER 477**

24. On motion of Ms. Pacheco, seconded by Ms. Santana, the Board voted unanimously by vote of all four members present [Garcia, Mendez, Pacheco, and Santana] to declare the hearing open on the initial proposal for a successor agreement to the 2017-20 California School Employees Association Number 477 Collective Bargaining Agreement submitted by the California School Employees Association Number 477 and asked if there were any comments.

Student Trustee advisory vote was aye.

25. After hearing no comments, on motion of Ms. Pacheco, seconded by Ms. Santana, the Board voted unanimously by vote of all four members present [Garcia, Mendez, Pacheco, and Santana] to close the hearing.

Student Trustee advisory vote was aye.

**II. CONSENT AGENDA**

26. On motion of Ms. Pacheco, seconded by Student Trustee Leon, the Board voted by vote of all 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**
   1. **Purchase Order Report** - Approved the Purchase Order Report containing purchases for the preceding month.
2. **Authorization for Out of State Travel & Conferences**

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

Marie Eckstrom, Melissa Rifino Juarez, and Sheila Lynch to participate at the 36th Annual Conference on the First-Year Experience in Atlanta, Georgia on February 10-14, 2017.

Robert A. Miller to participate at the National Conference on Education for the Arts (NCECA) in Portland, Oregon on March 22-25, 2017.

Julius B. Thomas to participate in the National Education Association (NEA) Super Week Meeting in Washington, DC on February 8-12, 2017.

Jasmine Mageno to participate at the Priority #2 Federal Training in Las Vegas on February 14-16, 2017.

Mary Ann Pacheco and Brandon Pablo Leon to participate in the Association of Community College Trustees (ACCT) 2017 National Legislative Summit in Washington, DC on February 13-16, 2017.

3. **60-Month Lease Konica Copiers and Print Management System – Math & Science Department – De Lage Landen Financial Services, Inc.**

The Faculty at Math & Science Department is currently supported for their printing and duplicating services by the Print Shop. It is envisioned that having a copier at the Department will provide Faculty the flexibility to print / duplicate mini jobs within the Department location.

Lease and Maintenance is payable at $325.00 (plus applicable taxes per month) for 60 months. Total cost will be $19,500.00 (plus applicable taxes) over the term of the 5-year lease and will be paid from General Fund.

The Board of Trustees approved the 60-month lease of Konica copier and print management system through De Lage Landen Financial Services, Inc. as summarized above and authorized Administration to execute the appropriate documents on behalf of the District.

4. **Software Upgrade, Training and License Fee – Escape Online 5 – Escape Technology, Inc.**

Rio Hondo College (RHC) purchased Escape Classic in December 1990 for the issuance of purchase orders and tracking inventory and assets. Escape Technology Inc. has notified RHC that support for Escape Classic will cease in July 2017 due to the launch their new web based software, Escape Online 5.

The Board of Trustees approved the software upgrade, training and license fee for the Escape Online 5 from Escape Technology, Inc. to be paid from General Fund in an amount not to exceed $55,000.00 as summarized above and authorized the Administration to execute the appropriate documents on behalf of the District.
5. **36 Month Lease Konica Copier and Print Management System – Rio Hondo College Education Center at Pico Rivera – De Lage Landen Financial Services, Inc.**

A copier is needed at the newly opened Rio Hondo Education Center at Pico Rivera for use of staff and faculty.

Lease and Maintenance is payable at $138.80 (plus applicable taxes) per month for 36 months. Total cost will be $4,996.80 (plus applicable taxes) over the term of the 3-year lease and will be paid from General Funds.

The Board of Trustees approved the 36-month lease of Konica copier and print management system through De Lage Landen Financial Services, Inc. as summarized above and authorized the Administration to execute the appropriate documents on behalf of the District.

6. **Budget Augmentation – Instructional Equipment**

The 2016-17 Budget Act established funding for the Instructional Support Program. This program is to assist districts with their need for instructional equipment and library materials on community college campuses. The guideline set by the Chancellor’s Office is that these funds are to be used for either the repair or replacement of instructional equipment and library materials.

Through the planning process, the sub-committee of the Planning and Fiscal Council reviewed the instructional equipment requests and created a funding priority list. The following items were recommended for Instructional Equipment Funding:

**Instructional Equipment**

<table>
<thead>
<tr>
<th>Division</th>
<th>Product</th>
<th>$ Total Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Arts and Cultural Programs</td>
<td>Replace 52 existing Macintosh computers (26 in LR116 &amp; 26 in S302) with new models</td>
<td>156,000</td>
</tr>
<tr>
<td>Arts and Cultural Programs</td>
<td>Drobo 5N Server, Six (6) WD Green 4TB Desktop Hard Drives: 3.5 inch, SATA 6GB/s Intellipower, 64MB Cache WD40EZRX. Replace the existing server</td>
<td>2,500</td>
</tr>
<tr>
<td>Arts and Cultural Programs</td>
<td>Replace the existing ceiling mounted projectors with new units</td>
<td>18,000</td>
</tr>
<tr>
<td>Business</td>
<td>B119 Classroom Upgrades (2015-2016)</td>
<td>12,000</td>
</tr>
<tr>
<td>Speech</td>
<td>Irecord Pro + (PMR-202) $359.99 (for speech classes) Purchasing Add-On firmware for irecord Pro may be required</td>
<td>5,000</td>
</tr>
<tr>
<td>Speech</td>
<td>Portable recording device</td>
<td>300</td>
</tr>
<tr>
<td>Speech</td>
<td>Professional video cameras</td>
<td>1,200</td>
</tr>
<tr>
<td>Speech</td>
<td>Light Dimmers</td>
<td>5,000</td>
</tr>
</tbody>
</table>
Health & Science  |  16 computers for student use |  19,200
---|---|---
Dance  |  A database to inform the community of Dance Program events and services |  1,000
Biology  |  Physiology Instructional Technology (25) 21.5 inch iMacs 2.8 GHz Core i5 (3) Interactive Physiology®10-System Suite-Institutional |  36,779
Math & Science  |  Projectors, Screens, and Instructor Stations 1 at S101 2 at S211 3 at S200 4 at S209 5 at S330 6 at S303 7 at S311 8 at S226 |  253,240
---|---|---
GRAND TOTAL |  |  $510,219

The Board of Trustees approved the additional Budget Augmentation from State Allocated Instructional Equipment as outlined above.

7. **Contract Modification #5 for Del Terra Group – Program and Construction Management Fees**

On February 20, 2013, Rio Hondo College entered into a contract with Del Terra Group to perform Program and Construction Management Services (PM/CM) in the amount of $995,000.00 for various ongoing projects;
- PE Complex Project
- El Monte Educational Center Project
- Softball Field Renovation Project
- Soccer Field Renovation Project

On February 19, 2014, the Board of Trustees approved contract modification #1 in the amount of $21,792.00. for a contract extension required for PM/CM services, due to the contractor delays related to the completion of the “PE Complex project”.

On August 13, 2014, the Board of Trustees approved contract modification # 2 & # 3, # 2 in the amount of $41,082.00 for the following projects;
- PE Retaining Wall Project
- Extension of Utilities for new Restroom Building Project
- Installation of new Restroom Building Project

And contract modification # 3 in the amount $291,110.00 for the following projects;
- Rio Plaza Project
- Pico Rivera Educational Center Project
- Bookstore/Print Shop Remodel & Relocation Project
- Softball Field Retaining Wall Guard Rail Project
- PE Complex Mechanical Upgrade Project
On April 15, 2015, the Board of Trustees approved contract modification # 4 in the amount of $1,795,762 for the following projects:

- Rio Plaza Phase 2 Project
- Science Building Renovation Project
- L Tower Seismic Retrofit Project

This Contract Modification #5 is to a) adjust the Construction Values of previously approved projects, b) assign new projects and c) Increase the Combined Service Fee Rate from 6.85% to 7.35%, an increase of half of one percent (.5%) for new Projects and Projects not yet in Construction with exception of L Tower remodeling.

The Contract Fee Modification for Projects with Construction Value Adjustments:

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>L Tower- Ph.1: Seismic Retro</td>
<td>$28,779,000</td>
<td>$18,000,000</td>
<td>$10,779,000</td>
<td>$737,391</td>
<td>$29,516,391</td>
</tr>
<tr>
<td>Pico Rivera Ed. Ctr.</td>
<td>$1,855,770</td>
<td>$500,000</td>
<td>$1,355,770</td>
<td>$92,748</td>
<td>$1,948,518</td>
</tr>
</tbody>
</table>

The Contract Fee Modification for New Project assigned and with the new Fee Rate is as follows:

<table>
<thead>
<tr>
<th>Project</th>
<th>Current Project Value</th>
<th>New Project Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>HVAC Project</td>
<td>$576,125</td>
<td>$42,293</td>
</tr>
</tbody>
</table>

Modification #5 is in the amount of $ 872,432 paid from Bond/State Funds.

The revised total for the contract, including Modification #5 will not exceed $4,017,178.00.

The Board of Trustees approved the Contract Modification #5 for Program and Construction Management Fees in the amount of $872,432.00 to Del Terra Group for a new total contract amount not to exceed $4,017,178.00 paid from Bond/State Funds and authorized the Administration to execute the appropriate documents on behalf of the District.


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 an up to $20,000 ECU Champion mini-grant for. Alhambra Unified School District “Zero Net Energy Design and Construction” Project.
The project is to develop curriculum and teaching aids toward student competencies toward the 2020 Net Zero building design and construction requirements. This project will incorporate the following:
- Build selected house plans that take advantage of window placement in order to have heat absorbed by heat retaining walls of the morning to afternoon time periods; as well as the release of heat when the room temperature cools in the evenings
- Students to develop and build a mini structure that would allow students to move a light source in the orientation and angle of the sun path, taking into consideration seasonal variations.
- Design of solar panel placement on a 3D model and test for best panel location.
- Building and Construction students will build and test full size trellises and arbors for efficient shading.

The Board of Trustees approved the ECU Champion mini-grant in the amount of $20,000.00 to Alhambra Unified School District and authorized the Administration to execute the appropriate documents on behalf of the District.

9. **Approve Clinical Affiliation Training Agreement – Dove Day School, San Dimas, California**

The Health Science Nursing Department is requesting approval of a clinical affiliation training agreement with Dove Day School in providing clinical experience for students. The three-year term begins January 12, 2017 and continues through January 11, 2020.

The Board of Trustees approved the clinical affiliation agreement with Dove Day School as presented above and authorized the Administration to execute the appropriate documents on behalf of the District.

10. **60 Month Lease Xerox Copiers and Print Management System, Print Shop – Xerox Corporation**

The Print Shop as two (2) Xerox 4595 units that have leases that are expiring.

Lease and Maintenance (for the 2 units) is payable at $2,655.78 (plus applicable taxes) per month for 60 months. Total cost will be $159,346.80 (plus applicable taxes) over the term of the 5-year lease and will be paid from General Funds.

The Board of Trustees approved the 60-month lease for two (2) Xerox copiers and print management system through Xerox Corporation as summarized above and authorized the Administration to execute the appropriate documents on behalf of the District.

11. **Emergency Hot Water Pipe Repair – Boomer Construction Services, Inc.**

Leaks have developed in the Hot Water Heating System pipes, this work will seek to locate and repair the water leak(s) on the walkway between the Student Services and Black Box Theater. The contractor will Saw-cut, demo and remove concrete, remove soils and other material to expose Hot Water Supply (HWS) and Hot Water Return (HWR) piping, locate and repair leaks and re-insulate system pipes. Then return work area(s) back to the original state.

Proposals were requested and Boomer Construction Services Inc. was the lowest
quote.

Boomer Construction Services Inc. $49,764 (plus bond costs)  
D. Burke Mechanical $52,000 (plus bond costs)  
Fast-Track Construction Corporation $80,250 (plus bond costs)

The Board of Trustees approved the cost for Emergency Hot Water Pipe Repair from Boomer Construction Services Inc. in the amount of $49,764.00 (plus bond costs) from Bond Funds and authorized the Administration to execute the appropriate documents on behalf of the District.

12. Memorandum of Understanding (MOU) – Montebello Unified School District (MUSD)

Rio Hondo Community College District (RHCCD) will work collaboratively with Montebello Unified School District (MUSD) to (a) facilitate outreach and recruitment services to MUSD high schools, (b) promote the enrollment of student in graduation equivalency courses offered by RHCCD according to the educational needs of the students, (c) accept credit earned at RHCCD toward meeting graduation requirements as set by the Montebello Unified School District and (d) support the Cal-SOAP Consortium mission of increasing educational and financial aid opportunities to underserved students within the Los Angeles County. The term is from January 12, 2017 through January 11, 2018.

The Board of Trustees approved the MOU with Montebello Unified School District as summarized above and authorized the Administration to execute appropriate documents on behalf of the District.

13. Relocation of Xerox Copier Units to New Print Shop Location – Xerox Corporation

The new print shop location at the Administration Building is ready for occupancy.

The Board of Trustees approved the relocation of one (1) Xerox Nuvera Copier through Xerox Corporation at an amount not to exceed $6,201.00 to be paid from State/Bond Funds and authorized the Administration to execute appropriate documents on behalf of the District.

14. Subsidized Child Care Services Agreement – Options for Learning

The Child Development Center (CDC) is requesting approval of a subsidized child care services agreement with Options for Learning for families located in Options for Learning’s service area.

CDC will provide subsidized child care services to children not yet 3 years old whose parents are on Cal Works and who agreed to accept child care services referrals from a non-profit organization, such as Options for Learning.

The term begins January 12, 2017 through January 11, 2018.

The Board of Trustees approved the subsidized child care services agreement with Options for Learning as presented above and authorized the Administration to execute appropriate documents on behalf of the District.
15. **Extension of Memorandum of Understanding (MOU) in Support of SB 1070 Career Technical Education Pathways Program Grant**

At the December 14, 2016 Board of Trustees Meeting, Rio Hondo College approved the extension and augmentation of the current SB 1070 Career Pathways Program Grant. This grant is funded through the CA Community College Chancellor’s Office and provides technical assistance and financial support to the member colleges. It is the intent of the Project Director, Dr. Lyla Eddington, to extend the current mini grants and to continue to fund the following projects in the specified amounts through the extended time period of June 30, 2017 in order to meet the project goals and objectives.

1. **El Camino CCD in an amount not to exceed of $50,000.00**
   - To identify high school academies within service area and align their programs with those offered at El Camino CCD.
   - To provide outreach to the feeder high schools and recruit students into Career Pathways at El Camino CCD. This would include marketing materials, information sessions and college visits.

2. **Glendale CCD in an amount not to exceed $50,000.00**
   - To facilitate professional development that focuses on high school teachers and community college faculty to improve their delivery of career orientated academics and Career and Technical Education.
   - To continue to align career pathways at the college with high school programs through articulated courses and dual enrollment.

3. **Long Beach City CCD in an amount not to exceed $25,000.00**
   - To provide student support for the Dual Enrollment Program to be implemented Spring 2017 at the college with partner high schools.

4. **Mt San Antonio CCD in an amount not to exceed $40,000.00**
   - To share to consortium members, the articulation database previously developed.
   - To complete local Articulation Handbook and new webpage development.
   - To continue to outreach to high schools’ students and facilitate their enrollment in Career Technical Education Programs.
   - To provide Professional Development conducted by Mt. San Antonio CCD faculty for high school articulation partners as well as conferences and travel related to implementing goals and objectives

5. **Pasadena CCD in an amount not to exceed $25,000.00**
   - To align existing postsecondary Career Technology Programs with high school Career Technical Education curriculum in the areas of Accounting, Business, CIT, and/or Entrepreneur.
   - To facilitate professional development that focuses on high school teachers and staff to improve their delivery of career-oriented academies and Career and Technical Education.

6. **Santa Monica CCD in an amount not to exceed $50,000.00**
• To align existing Career Technical Education Programs and courses with high
school Career Technical Education curriculum.

• To improve student success in postsecondary education in high-need, high-
growth, and emerging sectors by promoting and tracking participation in high
school articulated or dual enrollment courses.

• To facilitate professional development for both high school and community
college faculty and staff.

The date of services will be from January 12, 2017 through June 30, 2017. Payments
are not to exceed $240,000.00 and to be paid from the SB 1070 Career Pathways
Program Grant.

The Board of Trustees approved the extension of the MOUs as summarized above
and authorized the Administration to execute appropriate documents on behalf of the
District.

16. Relocation of Titan 265 Cutter and Challenger EH-3C Paper Drill Equipment to
New Print Shop Location – Lynde-Ordway Co.

The new print shop location at the Administration Building is ready for occupancy.

The Board of Trustees approved the relocation of one (1) Titan 265 Cutter and one
(1) Challenger EH-3C Paper Drill through Lynde-Ordway Co. at an amount not to
exceed $4,500.00 to be paid from State/Bond Funds and authorized the
Administration to execute appropriate documents on behalf of the District.

17. Certification of Construction of Ramps and Removal of Architectural
Barriers Project – Division of the State Architect

All documentation needed to certify The Construction of Ramps and Removal of
Architectural Barriers Project, a DSA legacy project from 1994 is now ready to
submit to DSA for review and approval. The program management team has
gathered the missing documentation and has also met with DSA to assist with
finalizing the necessary documents required prior to submitting. The project was
closed without certification by DSA on Mar. 25, 2010. The Division of the State
Architect (DSA) is requiring a fee of $500.00 for re-examination of the project
files which were collected after the close-of-file date.

The Board of Trustees approved the additional fees to the Division of the State
Architect for opening and re-examination of closed files on the Construction of Ramps
and Removal of Architectural Barriers Project for an amount not to exceed $500.00 to
be paid from Bond Funds and authorized the Administration to execute appropriate
documents on behalf of the District.

18. Non-Resident Tuition Fee

The District is required to evaluate annually and adjust if necessary, its Non-
Resident Tuition Fee based on a formula provided by law. Non-Resident
Tuition Fee is the per-unit cost charged to students who have not resided in
the State of California for more than one year. The law provides that the
District may charge the District’s per-unit cost of education or the state’s
average per unit cost of education.
In order to comply with Education Code 76140, staff recommends the Non-Resident Tuition Fee of $234 per unit cost from the current fee of $211 per unit. This recommendation is based on the statewide average per unit cost to be effective fiscal year 2017/2018.

The Board of Trustees approved the Non-Resident Tuition Fee of $234 per unit, effective fiscal year 2017/2018.


The California Community College Chancellors Office has granted $1,121,638.25 to increase the number of students in quality CTE courses, programs, and pathways that will achieve successful workforce outcomes. Term of performance is from July 1, 2016 through June 30, 2019.

The Board of Trustees approved the $1,121,638.25 Grant from the California Community College Chancellor’s Office for the purpose of CTE courses, programs, and pathways and authorized the Administration to execute appropriate documents on behalf of the District.

20. **Approval for Resort Lodging Agreement – Peer Advisory Leaders (PALS) Student Mentors Retreat**

Student Life & Leadership Department holds a biannual student leadership retreat. This January, Student Life and Leadership would like to extend participation for up to twenty (20) Peer Advisory Leaders (PALS) Student Mentors. Costs of retreat lodging and food to be shared between Associated Students of Rio Hondo College (ASRHC) and PALS budget in Student Equity. Retreat to be held at Chateau Florencia (private rented residence) located at Bermuda Dunes, CA. The PALS Program provides first year students with a consistent, trained, and supervised veteran, successful student to provide psychosocial support and assist them in navigating the campus culture. Training and teambuilding at the retreat will help prepare student mentors to appropriately provide meaningful, consistent, and ethical services to mentees. PALS tracks mentee course completion rates for Student Equity. Retreat will commence on January 13, 2017 through January 16, 2017. Total cost not to exceed $13,028.50

\[(\text{ASRHC} - $4,628.50) + (\text{Student Equity} - $8,400.00)\]

The Board of Trustees approved the Resort Lodging Agreement: Peer Advisory Leaders (PALS) Student Mentors Retreat with total cost not to exceed $13,028.50 \[(\text{ASRHC} - $4,628.50) + (\text{Student Equity} - $8,400.00)\] and authorized the Administration to execute appropriate documents on behalf of the District.

21. **Certification of Signatures**

The Board of Trustees approved and executed the Certification of Signatures document in support of the Annual District Reorganization and authorized the Administration to process and file the document on behalf of the District.
22. **Consultants**

   a. Sino Times, Inc. – To run three (3) Chinese-language media ads in three (3) separate issues (3 different months) throughout the 2017-2018 Academic Year. Dates of service: January 12, 2017 – August 18, 2017. Cost not to exceed $360.00 from General Fund.


   c. Dr. Nicole Smith – To provide training on Support Programs for Rio Hondo College students with Autism Spectrum Disorder (ASD). Date of service: January 24, 2017. Cost not to exceed $200.00 from Student Equity Grant.

   d. Southland Data Processing – To provide additional technology and software solution to assist in managing compliance needs related to the Affordable Care Act (ACA), including eligibility calculations and affordability determinations, preparation and electronic filing of 1094c and 1095c forms, access to evidence of benefit offering information and benefit offering audit reports. Dates of service: January 12, 2017 – February 28 2017. Cost not to exceed $7,000.00 from General fund.

B. **PERSONNEL**

1. **Academic**

   a. **Employment**

      **Special Assignment, Fall 2016**

      The following instructors will receive a $500 stipend, paid out of Title V Grant, for participating in the collaboration and facilitation of a common project assignment as well as providing enhanced monitoring of student progress in their Coun 101 course for the Avance program:

      ALVARADO, Lupe, Counseling & Student Success
      DE LEON, Maribel, Counseling & Student Success
      FLORES, Julio, Counseling & Student Success
      GARCIA, Laura, Counseling & Student Success
      HERNANDEZ, Yunior, Counseling & Student Success
      LARA, Jose, Counseling & Student Success
      O’BRIEN, Katie, Counseling & Student Success
      SOTELO, Angela, Counseling & Student Success
      TIEU, David, Counseling & Student Success

      The following instructors will receive a stipend, as indicated below, paid out of Title V Grant, for participating in the collaboration and development of New First-Year seminar course curriculum for the Avance program:

      BETHEL, Robert, Math & Sciences, $400
      DUARTE, Jeanette, Communications & Languages, $295
      ECKSTROM, Marie, Communications & Languages, $500
      MADRIGAL, Ea, Behavioral and Social Sciences, $500
      PIERSOON, Kenn, Communications & Languages, $195
      RIFINO-JUAREZ, Melissa, Behavioral and Social Sciences, $465
      RIos, Rodolfo, Business, $500
Hourly as needed, 2016-2017

Career Technical Education

BROOK, Dafna HERNANDEZ, Cesar

Communications & Languages

DOWLING, Lenore SWEENEY, Maxine

EOPS

SAIKALI, Leina

Part Time, Spring 2017

Arts and Cultural

DUFFIELD, Kari HOLMES, Alison
LANDSBERG, Maria St. MARIE, John
WEITZ, Julie

Behavioral & Social Sciences

BEAVIN, Laura GALE, Michael
GONZALEZ, Elwing JACKSON, Adrianna
KOHPAHL, Gabriele SANDOVAL, Tony
SAXON, Joseph WERBOFF, Ann

Business

DELGADO, Jorge GRAHAM, Rodney
HERNANDEZ, III, Manuel LEE, Joseph
MONTOYA, Aida

Communications & Languages

COLE, Erin GASPAR, Georgia
GONZALEZ, Ricardo HUGGETT, Danelle
MARAVILLA, Rudith PEREZ-GONZALEZ, Jose
SAAKYAN, Murad

Math & Sciences

FIERRO, Melanie GUO, Dan
KWOK, Ernest KOOS, Karen
MI, Joyce SHARP, Brooks

2. Management and Confidential
   a. Resignation
      FERGUSON, Mark, Director of Facilities, Facilities Services. His last day of employment was December 30, 2016

3. Classified
   a. Employment, 2016-17
The following employee were hired in their designated capacity with dedicated funding through June 30, 2017. If continued funding should not be available, 60-day notice shall be served:

PAPAVERO, Andrea, Clerk Typist III, 47.5%, 12 months, Health Sciences & Nursing effective December 1, 2016

Substitute

DAVILA, Jacquelyn, Children’s Center Aide, Child Development Center, effective January 3, 2017
HERNANDEZ, Fernando, Custodian, Facilities Services, effective December 8, 2016

b. Resignation

PAPAVERO, Andrea, Clerk Typist III, Health Sciences & Nursing. Her last day of employment was December 13, 2016

c. Increase in Assignment

HAGGERTY, Edward, Registration Clerk, Admissions and Records, from 47.5% to 100%, effective December 19, 2016

4. Unrepresented, (AP 7130), 2016-17

a. Employment

Non-credit
SANDOVAL, Rita Michelle, Counseling & Student Success

Hourly
Kinesiology, Dance and Athletics
KRAFT, Kaeden, Coaching Specialist
Math and Sciences
PULIDO, Alejandra, Tutor II

Student Success & Retention
BELTRAN, Erick, Tutor II NEELEY, Christopher, Tutor II
NEELEY, Michael, Tutor II REEDER, Lindsay, Tutor II
SHOLTES, Yumi, Tutor II USUI, Yuko, Tutor II
YOUNGBLOOD, Pariss, Tutor II

5. Revision of Administrative Procedure 7130

Wage Increase (see attached AP 7130)

Recent changes to California labor law will increase the minimum wage in phases from 2017 through 2022. Effective January 1, 2017, the minimum wage is set at $10.50. A few Rio Hondo College unrepresented job classifications fall below the new minimum wage.
wage level. As such, Rio Hondo College needs to increase the minimum wage of the following classifications: Students Assistants, Community Services, Technical Stage Managers, and Tutor II’s. It is recommended to the Board that the wages be increased to $10.50 (from $10.00) for Student Assistants and $10.50, $11.00 and $11.50 (from $10.00, $10.50, $11.00), steps 1, 2 and 3, respectively, for Community Services, Technical Stage Managers and Tutor II’s to be in compliance with the law, effective January 1, 2017.

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

            CIV 210: Concrete Technology & Testing
                 (Career Technical Education)
                 Degree Applicable; 2 Units
                 Justification: To further expand the opportunities of students to explore and obtain meaningful experience with construction and civil engineering materials, this class will provide practical applications with regards to the most common construction material. It will simultaneously allow for real-life exposure to jobsite problems and tasks as well as provide directly transferrable coursework to students wishing to pursue higher degrees in Construction Management Engineering. The plan is to make this course be required for an AS in Construction Management to be developed in the near future.

            FYS 101: Beyond Words: Visual and Performing Arts in Action
                 (Library Science)
                 Degree Applicable; 3 units
                 Justification: This course is a standalone course intended for student cohorts participating in Rio Hondo College’s series for first-year college students. Using a project-based approach, this course provides experiential learning opportunities in the disciplines of visual and performing arts through collaborative assignments, field trips, and workshops. Students will be exposed to the broad range of subdisciplines within the fine arts to further assist incoming first-year college students in selecting a course of study, setting degree goals, and pursuing careers.

            FYS 102: Business and the Cyber Future
                 (Library Science)
                 Degree Applicable; 3 units
                 Justification: This course is a standalone course intended for student cohorts participating in Rio Hondo College’s series for first-year college students. Using a project-based approach, this course provides experiential learning opportunities in the discipline of business through collaborative assignments, field trips, and workshops. Students will be exposed to the broad range of subdisciplines within business to further assist incoming first-year college students in selecting a course of study, setting degree goals, and pursuing careers.

            FYS 103: Science in Society
                 (Library Science)
                 Degree Applicable; 3 units
Justification: This course is a standalone course intended for student cohorts participating in Rio Hondo College’s series for first-year college students. Using a project-based approach, this course provides experiential learning opportunities in the disciplines of mathematics and science through collaborative assignments, field trips, and workshops. Students will be exposed to the broad range of subdisciplines within the STEM fields to further assist incoming first-year college students in selecting a course of study, setting degree goals, and pursuing careers.

FYS 104: Understanding the SELFie; Diversity and Human Experiences
(Library Science)
Degree Applicable; 3 units
Justification: This course is a standalone course intended for student cohorts participating in Rio Hondo College’s series for first-year college students. Using a project-based approach, this course provides experiential learning opportunities in the disciplines of behavioral and social sciences through collaborative assignments, field trips, and workshops. Students will be exposed to the broad range of subdisciplines within behavioral and social sciences to further assist incoming first-year college students in selecting a course of study, setting degree goals, and pursuing careers.

FYS 105: Voices, Ideas, and the Power of Language
(Library Science)
Degree Applicable; 3 units
Justification: This course is a standalone course intended for student cohorts participating in Rio Hondo College’s series for first-year college students. Using a project-based approach, this course provides experiential learning opportunities in the disciplines of communications and languages through collaborative assignments, field trips, and workshops. Students will be exposed to the broad range of subdisciplines within the fields of communications and languages to further assist incoming first-year college students in selecting a course of study, setting degree goals, and pursuing careers.

MATH 062: Pre-Statistics
(Mathematics and Science)
Degree Applicable; 5 Units
Justification: This course is a prerequisite for MATH 130 Statistics. The intent of this course is to provide an alternative pathway to Statistics for students instead of the traditional algebra sequence. This option was not previously allowed by the CSUs nor the UCs. This option will be reevaluated in the Fall 2019 by the CSUs, UCs, and CCCs.

ORTH 040: Introduction to Orthopedic Technology
(Health Science)
Degree Applicable; (4 Units)
Justification: Orthopedic Technology is a growing occupation within the healthcare setting. Orthopedic Technicians work with Orthopedic Surgeons and physicians assisting them with casts and splints. All students completing the Orthopedic Technician program will be eligible for the National Board for the Certification of Orthopedic Technologist (NBCOT). Upon passing the NBCOT exam the student will be eligible
for a National Provider Identification number. The plan is to develop an Orthopedic Technician COA for which ORTH 040, 050,060 and 070 will be required.

**ORTH 050: Orthopedic Technician Health Assessment**  
(Health Science)  
Degree Applicable; (3 Units)  
**Justification:** Orthopedic Technology is a growing occupation within the healthcare setting. Orthopedic Technicians work with Orthopedic Surgeons and physicians assisting them with casts and splints. All students completing the Orthopedic Technician program will be eligible for the National Board for the Certification of Orthopedic Technologist (NBCOT). Upon passing the NBCOT exam the student will be eligible for a National Provider Identification number. The plan is to develop an Orthopedic Technician COA for which ORTH 040, 050,060 and 070 will be required.

**ORTH 060: Orthopedic Technician Modalities**  
(Health Science)  
Degree Applicable; (4 Units)  
**Justification:** Orthopedic Technology is a growing occupation within the healthcare setting. Orthopedic Technicians work with Orthopedic Surgeons and physicians assisting them with casts and splints. All students completing the Orthopedic Technician program will be eligible for the National Board for the Certification of Orthopedic Technologist (NBCOT). Upon passing the NBCOT exam the student will be eligible for a National Provider Identification number. The plan is to develop an Orthopedic Technician COA for which ORTH 040, 050,060 and 070 will be required.

**ORTH 070: Orthopedic Technician Practicum**  
(Health Science)  
Degree Applicable; (4 Units)  
**Justification:** Orthopedic Technology is a growing occupation within the healthcare setting. Orthopedic Technicians work with Orthopedic Surgeons and physicians assisting them with casts and splints. All students completing the Orthopedic Technician program will be eligible for the National Board for the Certification of Orthopedic Technologist (NBCOT). Upon passing the NBCOT exam the student will be eligible for a National Provider Identification number. The plan is to develop an Orthopedic Technician COA for which ORTH 040, 050,060 and 070 will be required.

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

**CARP 040D: Transit Level/Laser**  
**Unit Change:** FROM: 1.5 TO: 2  
**Hour Change:** FROM: 20 Lecture/20 Lab TO: 30 Lecture/10 Lab
c. **New Program**

The following degree has been recommended for inclusion in our offerings and catalog:

**A.S. Degree – Kinesiology/Sports Medicine**
(30 Units)

III. **ACTION ITEMS**

A. **PRESIDENT’S OFFICE**

1. **Consolidation of Rio Hondo Community College District Board of Trustees Elections with Statewide Elections Per the California Voter Participation Act (SB 415).**

   In 2015 Governor Brown signed into law SB 415, The California Voter Participation Rights Act (CVPRA), which requires a local government to hold an election on a statewide election date if holding an election on a non-concurrent date has previously resulted in a significant decrease in voter turnout. “Significant decrease in voter turnout” is defined in the Act when voter turnout for a regularly scheduled local election is at least 25% less than the average voter turnout within that local government for the previous four statewide general elections.

   Because the voter turnout for the 2015 RHCCD Board Election was less than 75% of the average turnout for the 2014, 2012, 2010, and 2008 elections, the RHCCD is required to consolidate no later than 2022 (see attached for voter turnout percentages).

   On motion of Ms. Pacheco, seconded by Ms. Santana, the Board voted unanimously by vote of all four members present [Garcia, Mendez, Pacheco, and Santana] to adopt Resolution No. 11117 (see attached), Resolution to Consolidate the RHCCD Board of Trustees Elections with Statewide Elections per the CVPRA and change the next two trustee election terms from four years to five years by extending the 2017 trustee election term to 2022, and the 2019 trustee election term to 2024.

   Student Trustee advisory vote was aye.

IV. **INFORMATION ITEMS**

1. **CCCT Board Election – Call for Nominations** – No nominations were made.

V. **STAFF AND BOARD COMMENTS**

- Board Development Reporting – None reported
- Action Items for Future Board Meetings – None reported

VI. **CLOSED SESSION**

Ms. Garcia recessed the meeting to closed session at 7:10 p.m. Upon returning from Closed Session, the following 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 EMPLOYMENT
  
  - Interim Grant Manager, Basic Skills

28. On motion of Ms. Garcia, seconded by Ms. Santana, the Board voted unanimous by vote of all four members present [Garcia, Mendez, Pacheco, and Santana] to approve Maria Martinez as Interim Grant Manager, Basic Skills effective January 12, 2017.

  - DSPS Counselor (Categorically Funded)

29. On motion of Ms. Pacheco, seconded by Ms. Santana, the Board voted unanimous by vote of all four members present [Garcia, Mendez, Pacheco, and Santana] to approve Tayler Nichols as DSPS Counselor (Categorically Funded) effective January 27, 2017.

- PUBLIC EMPLOYEE DISCIPLINE / DISMISSAL / RELEASE

Pursuant to Section 54957.6:

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

VII. ADJOURNMENT

30. On motion of Ms. Pacheco, seconded by Ms. Santana, the Board voted unanimous by vote of all four members present [Garcia, Mendez, Pacheco, and Santana] to adjourn the meeting at 7:55 p.m. and announced the date of the next regular meeting:

- Next Regular Meeting – Wednesday, February 8, 2017, 6:00 p.m.
### Wage Rates, Selected Personnel

**Administrative Procedure**

<table>
<thead>
<tr>
<th>Position</th>
<th>Step 1</th>
<th>Step 2</th>
<th>Step 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>Non-Represented Employees</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Assistant Training Specialist</td>
<td>$10.50</td>
<td>$11.00</td>
<td>$11.50</td>
</tr>
<tr>
<td>Accompianist (Professional Musician)</td>
<td>$19.00</td>
<td>$20.00</td>
<td>$21.00</td>
</tr>
<tr>
<td>Community Services</td>
<td>$40.00</td>
<td>$40.50</td>
<td>$41.50</td>
</tr>
<tr>
<td>Technical Stage Manager (Community Services)</td>
<td>$40.00</td>
<td>$40.50</td>
<td>$41.50</td>
</tr>
<tr>
<td>Tutor II</td>
<td>$40.00</td>
<td>$40.50</td>
<td>$41.50</td>
</tr>
<tr>
<td>Model (Fine Arts, Draped)*</td>
<td>$12.13</td>
<td>$12.74</td>
<td>$13.40</td>
</tr>
<tr>
<td>Model (Fine Arts, Undraped)*</td>
<td>$23.00</td>
<td>$24.00</td>
<td>$25.00</td>
</tr>
<tr>
<td>Recruit Training Officer</td>
<td>$18.50</td>
<td>$19.00</td>
<td>$19.50</td>
</tr>
<tr>
<td>Business Advisor I</td>
<td>$25.00</td>
<td>$25.50</td>
<td>$26.00</td>
</tr>
<tr>
<td>Business Advisor II</td>
<td>$35.00</td>
<td>$35.50</td>
<td>$36.00</td>
</tr>
<tr>
<td>Business Advisor III</td>
<td>$41.00</td>
<td>$41.50</td>
<td>$42.00</td>
</tr>
<tr>
<td>Students</td>
<td>$40.00</td>
<td>$40.50</td>
<td>$41.50</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th>Position</th>
<th>Step 1</th>
<th>Step 2</th>
</tr>
</thead>
<tbody>
<tr>
<td>Physician (E.C. 87448)</td>
<td>$70.00</td>
<td></td>
</tr>
<tr>
<td>Guest Lecturer**</td>
<td>$28.76</td>
<td>$30.00</td>
</tr>
<tr>
<td>Foster Care**</td>
<td>$24.55</td>
<td>$25.78</td>
</tr>
<tr>
<td>Lecturer</td>
<td>$35.08</td>
<td>$36.37</td>
</tr>
<tr>
<td>Supervisor</td>
<td>$16.76</td>
<td>$17.30</td>
</tr>
<tr>
<td>No Degree</td>
<td>$37.72</td>
<td>$39.14</td>
</tr>
<tr>
<td>Bachelor's</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.
RESOLUTION NO. 11117

RESOLUTION TO CONSOLIDATE RIO HONDO COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES ELECTIONS WITH STATEWIDE ELECTIONS PER THE CALIFORNIA VOTER PARTICIPATION ACT (SB 415)

WHEREAS, SB 415, the California Voter Participation Rights Act, as approved by the State Legislature and signed by Governor Brown last year, requires local governments to hold an election on a statewide election date if holding an election on a non-concurrent date has previously resulted in a significant decrease in voter turnout; and

WHEREAS, “Significant decrease in voter turnout” is defined in the bill as the voter turnout for a regularly scheduled local election is at least 25 percent less than the average voter turnout within that local government for the previous four statewide general elections; and

WHEREAS, Local elections in Los Angeles County and the Rio Hondo Community College District have had extremely low voter turnouts when they are not consolidated with state and/or federal elections; and

WHEREAS, Rio Hondo Community College District holds its Board of Trustee elections on the first Tuesday after the first Monday in November of each odd-numbered year, which is an established election date under state law, but not concurrent with a statewide election; and

WHEREAS, According to the “significant decrease” formula in SB 415, Rio Hondo Community College District would be required to take action to consolidate its elections with statewide elections by January 1, 2018; and

WHEREAS, Elections Code 14052(b) allows the following: “A political subdivision may hold an election other than on a statewide election date if, by January 1, 2018, the political subdivision has adopted a plan to consolidate a future election with a statewide election not later than the November 8, 2022, statewide general election”; and

WHEREAS, modifying the current election terms by extending them for one additional year so that the next election cycles would be in 2018 and 2020 would be the most efficient manner to align the board elections and comply with SB 415.

NOW THEREFORE, BE IT RESOLVED that the Rio Hondo Community College District hereby approves the consolidation of Board of Trustees Elections with Statewide Elections -- specifically the November general election cycle, per the California Voter Participation Rights Act

that the Board comply with SB 415 by selecting Option 1, which involves extending the current election terms for one additional year so that the next four-year election cycles would begin in 2018 for trustees representing Areas 1, 3, and 5 and in 2020 for trustees representing Areas 2 and 4.

that the Superintendent/President direct staff to communicate the reasons for this alignment to the greater community, including higher levels of participation in our democracy and compliance with state law.
## RHCCD Board Election Voter Turnout Percentages

<table>
<thead>
<tr>
<th>RHC Board of Trustees Election Year</th>
<th>Voter Turnout Percentage*</th>
</tr>
</thead>
<tbody>
<tr>
<td>2009</td>
<td>18.9%</td>
</tr>
<tr>
<td>2009</td>
<td>12.4%</td>
</tr>
<tr>
<td>2009</td>
<td>9.4%</td>
</tr>
<tr>
<td>2011</td>
<td>7.2%</td>
</tr>
<tr>
<td>2011</td>
<td>12.4%</td>
</tr>
<tr>
<td>2013</td>
<td>10.1%</td>
</tr>
<tr>
<td>2015</td>
<td>9.9%</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>General Election Year</th>
<th>Voter Turnout Percentage*</th>
</tr>
</thead>
<tbody>
<tr>
<td>2008</td>
<td>77.87%</td>
</tr>
<tr>
<td>2010</td>
<td>50.28%</td>
</tr>
<tr>
<td>2012</td>
<td>66.17%</td>
</tr>
<tr>
<td>2014</td>
<td>26.63%</td>
</tr>
<tr>
<td><strong>AVERAGE TURNOUT</strong></td>
<td><strong>55.24%</strong></td>
</tr>
</tbody>
</table>

Because the voter turnout for the 2015 RHCCD Board of Trustees Election was less than 75% of the average turnout for the 2014, 2012, 2010, and 2008 elections (which is 55.24%), RHCCD is required to consolidate no later than 2022.

* **Note:** All percentages were calculated using data provided by the Elections Division of the Los Angeles County Registrar-Recorder/County Clerk’s Office.