

**RIO HONDO COMMUNITY COLLEGE DISTRICT
PLANNING FISCAL COUNCIL MINUTES
Tuesday, May 15, 2018, 2:30 p.m., Board Room**

Members Present: Michelle Bean (Co-Chair and President, AS), Henry Gee (VPSS), Yulian Ligioso (VPFB), Juana Mora (1st VP, AS), Jorge Huinquez (2nd VP, AS), Dorali Pichardo-Diaz (Secretary, AS), Mike Dighera (ASCCC Rep), Jill Pfeiffer (President, RHCFA), Robin Babou (Faculty), Brian Brutlag (Faculty), Robert Bethel (Past President, AS), Sandra Rivera (CSEA), Lisa Sandoval (CSEA), Jim Sass (CSEA), Rebecca Green (Mgmt, AA)

Members Absent: Laura M. Ramirez (Co-Chair and VPAA), Shelly Spencer (Parliamentarian, AS), Michelle Pilati (Faculty), Mike Muñoz (Mgmt, SS), Martin Covarrubias (President, ASRHC), Bailey Garcia (Treasurer, ASRHC), Jesus Colin (Secretary, ASRHC)

Additional Staff Members: Markelle Stansell (Senior Administrative Assistant to VPAA / Recorder), Howard Kummerman (Executive Dean, Institutional Research & Planning)

- I. **Call to Order** – The meeting was called to order at 2:35pm.
- II. **Approval of Minutes** – The May 8, 2018 minutes were accepted as presented, with the suggestion of Henry Gee that his acknowledgment of Baily Garcia also included the fact that he is RHC’s Valedictorian for the upcoming Commencement ceremony.
- III. **Superintendent/President’s Report** – None.
- IV. **Public Comments** – None.
Persons wishing to address the Planning and Fiscal Council on any item on the agenda or comment on any other matter are allowed three minutes per topic. Pursuant to the Brown Act, the Planning and Fiscal Council cannot discuss or take action on items not listed on the agenda. Matters brought before the Planning and Fiscal Council that are not on the agenda may, at PFC’s discretion, be placed on the next agenda.
- V. **ASRHC Report** – None.
- VI. **Co-Chair’s Report** –
 - A. **Guided Pathways** – A Guided Pathways Open Forum will be held on Thursday, May 17, 2018 from 2:00pm-3:00pm in A208. This is an open call to share ideas and thoughts and dialogue with the campus community about where we are going with Guided Pathways.
- VII. **Unfinished Business** –
 - A. **Revision of BPs and APs 3000s (8 items)** –
 - **BP 3410 – Nondiscrimination** – **CONSENSUS with minor edits**; add the word “**sex**” after “gender” in article II.
 - **AP 3410 – Nondiscrimination** – **CONSENSUS with minor edits**; add “**sex, gender**” after “age” in Article IA. Add “**sex, gender**” after “genetic information ancestry” in Article IIA.
 - **BP 3430 – Prohibition of Harassment** – **CONSENSUS with minor edits**; change “Supervisors” to read “**All District employees are considered “responsible employees” and...**” in Article III.
 - **AP 3435 – Discrimination and Harassment** – **CONSENSUS with significant edits.**

- **AP 3515 – Reporting of Crimes – CONSENSUS with minor edits;** add “or any **District property**” after “on campus” in Article IV. Change “campus” to “**District property**” in Article VIII. Change “campus and at affiliated locations” to “**District property**” in Article IX. Change “Dean, Counseling and Student Development” to read “**Executive Dean, Counseling & Student Equity or Dean, Counseling & Student Equity**” in Article X. Change “Director, Human Resources” to “**Executive Director, Human Resources.**” Change “on or off campus” to “**on District property**” in Article XIII. Change “institution” to “**District**” in Article XIII.
- **AP 3540 – Sexual Assaults on Campus – CONSENSUS with minor edits;** add “**Executive Director of Human Resources**” in parentheses after “District Compliance Officer in Article IV. In Article V, bullet #2, add “**Survivor Advocate**” after “Weekend College Coordinator. In bullet #3, add the heading “**24-Hour Sexual & Domestic Violence Counseling**” and update the organization names and website information indicated in green. Change “victims” in Article VI to read “**survivors**”. Add bullet #3, “**Confidential Survivor Advocate, Student Union room 202 or local crisis center (see above hotline numbers);**”. In Article XIII, bullet #6, change “accuser and the accused” to read “**reporting and responding parties**”. Change “others” to specify “**one advisor, advocate, or support person**”. Change “accused” to “**respondent**”.
- **AP 3570 – Smoking on Campus – CONSENSUS with minor edits;** move Article VI to Article I. With the new reordering of the Articles, in Article II, remove the word “campus” so it reads “any ~~campus~~ building **on District property.**” In Article III, remove the word “campus” so it reads “any ~~campus~~ building **on District property.**” In Article V, change “Smoke” to have a lowercase “s” so that it reads “**smoke**”. In Article VI, remove the word campus so it reads “on ~~campus~~ **District property.**”
- **AP 3710 – Securing of Copyright** (*legally advised – RHC no procedure*) – **CONSENSUS with no edits.** This AP did not previously exist and the entire AP consists of new language from PFC. (see attached)

VIII. New Business –

A. AP 4000s (1 items) –

- **AP 4230 – Grading and Academic Record Symbols – CONSENSUS with minor edits;** Add the following under Article II: Non-Evaluative symbols: **F. EW – Excused Withdrawal (The EW symbol may be used to denote withdrawal in accordance with Title 5 Section 55024.)** Add “**Title 5, Section 55024**” under Article III: Reference.

IX. Committee Reports

- **Safety/Facilities** – No report.
- **IEC** – No report.
- **Program Review** – No report.
- **Staff Development** – No report.
- **Basic Skills** – No report.
- **Outcomes** – No report.
- **Online Education (OEC)** – No report.

- **Student Equity** – No report.
- **SSSP** – No report.

X. Announcements – None.

XI. Adjournment – The meeting was adjourned at 3:15pm. The next meeting will be held on Tuesday, August 28 from 2:30 – 4:00 p.m. in the Board Room.