

RIO HONDO COMMUNITY COLLEGE DISTRICT PLANNING FISCAL COUNCIL MINUTES Tuesday, May 19, 2015, 2:30 p.m., Board Room

Members Present: Dr. Vann Priest (Co-Chair and President, AS), Henry Gee (VPSS, arrived 2:55 pm), Robert Bethel (1st VP, AS), Dr. Kevin Smith (Secretary, AS), John Frala (ASCCC Rep, AS), Dr. Adam Wetsman (Past President, AS), Dr. Gisela Spieler-Persad (Faculty) Jeannie Liu (Faculty), Suzanne Frederickson(CSEA), René Tai (CSEA), Juan Castellanos (ASRHC), Heba Griffiths (Mgmt. SS)

Members Absent: Dr. Kenn Pierson (Co-Chair and VPAA), Myeshia Armstrong (VPFB), Katie O'Brien (2nd VP, AS), Sheila Lynch (Parliamentarian, AS), Kathy Pudelko (President RHCFA), Julius B. Thomas (Faculty), Sandra Rivera (President, CSEA), Alex Ramirez (ASRHC), Janira Colmenares (ASRHC), Don Mason (Mgmt., AA)

Staff Members: Howard Kummerman (Dean, IRP), Reneé Gallegos (Recorder)

- I. **Call to Order** – Vann called the meeting to order at 2:35 p.m.
 - II. **Acceptance of Minutes** – Consensus to accept the minutes of May 12, 2015.
 - III. **Co-Chair's Report** – No report.
 - IV. **New Business**
 - PFC Accomplishments for 2014-2015 – Vann reviewed the accomplishments for the year.
 - Vann thanked those members whose terms expire including himself, Gisela Spieler, Alex Ramirez (ASRHC), Juan Castellanos (ASRHC), Janira Colmenares (ASRHC), Don Mason (Mgmt. AA). Kenn will work with Robert and the Student Activities Director to fill the vacancies for the 2015-2016 year.
 - V. **Old Business**
 - AP & BP Review (3 Items)
 - BP 7211 Faculty Service Area, Minimum Qualifications & Equivalency – This item was pulled. It was recommended that Robert Bethel work with VPAA and Yolanda Emerson in the development of this AP over the summer.
 - AP 4100 Graduation Requirements - [Consensus reached with the following edit: At the Academic Senate's final meeting of each academic year and on behalf of the faculty of Rio Hondo College, the Academic Senate will recommend that students who have completed the requirements for a degree be conferred that degree with all rights, privileges, and responsibilities thereunto appertaining.](#)
 - AP 5013 Students in the Military - [Consensus reached with the edit to paragraph C changing the July 1, 2015 date to January 1, 2016.](#)
 - Instructional Equipment Purchases Update - Vann gave an update on progress with the Instructional Equipment purchases. [Consensus](#) was reached to purchase the three items in
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yellow including 25 of the specialized stools for the CTE area with the remaining balance.
Suzanne abstained.

VI. **Information Items** – No Items

VII. **Committee Reports** – No reports.

PFC Sub-Committees

- Safety
- Staffing
- IEC
- Program Review
- Facilities
- Equipment & Technology

Other Committees

- Staff Development
- Basic Skills
- SLO
- Distance Education (DEC)

VIII. **Announcements** –No announcements were made.

IX. **Public Comment** – No public comments were made.

X. **Adjournment** – Vann adjourned the meeting at 3:32 pm. The next PFC meeting will be held on Tuesday, August 25, 2015, 2:30 – 4:00 p.m., Board Room.



ACADEMIC AFFAIRS

DATE: May 21, 2015
TO: Teresa Dreyfuss, Superintendent/President
FROM : Kenn Pierson, Ph.D., VP Academic Affairs & Co-Chair PFC
Vann Priest, Ph.D., Co-Chair PFC
SUBJECT: ACCOMPLISHMENTS FROM PFC FOR 2014-2015 – FINAL

Listed below is a summary of accomplishments of Planning Fiscal Council for the 2014-2015 academic year.

NEW or REVISION to existing Board Policies (7)

BP 3050 Institutional Code of Ethics - 8/29/14
BP 1500 Special Rio Hondo Awards – 8/29/14
BP 2350 Speakers at Board Meetings – 9/9/14
BP 2716 Political Activity – 9/9/14 and 10/28/14
BP 3200 Accreditation – 10/28/14
BP 1400 Acknowledged Employee Organizations Rights (to delete BP) – 10/28/14
BP 7135 Healthy Families – 5/12/15

NEW or REVISION to existing Administrative Procedures (14)

AP 3560 Alcoholic Beverages – 9/9/14
AP 5530 Student Rights and Grievances – 9/9/14
AP 7217 Faculty – Employment of Contract – 9/23/14
AP 3200 Accreditation – 10/28/14
AP 2712 Conflict of Interest and Disclosure – 10/28/14
AP 7346 Employees Called to Military Duty – 10/28/14

AP 4101 Independent Study/Directed Study –12/9/14
AP 4260 Prerequisites and Corequisites – 12/9/14
AP 3435 Discrimination and Harassment – 12/9/14
AP 4030 Academic Freedom – 2/10/15
AP 4021 Program Discontinuance – 4/14/15
AP 7271 Faculty: Employment of Contract – 4/28/15
AP 5013 Students in the Military – 5/19/15
AP 4100 Graduation Requirements – 5/19/15

Other Activities Include;

- OEI Update – Rebecca Green, Mike Javanmard – 9/23/14
- General Discussion held on Institutional Needs – 10/28/14
- Consented on Student Equity Plan – 11/25/14
- Instructional Equipment Sub-Committee worked on plan to spend \$425,000 – 12/10/14
- Update on the Four Year Degree – 2/10/15, 3/10/15 and 4/14/15
- Program Review Summaries – 2/24/15
- Budget Calendar – 2/24/15
- Title V Grant Update – 2/24/15
- Equal Opportunity Employment Plan Reviewed – 3/10/15
- Priority Registration – 3/10/15
- Graduation, Transfer, and Certificate (GTC) Initiative – 4/28/15
- Reviewed Title IX Documents – 5/12/15
- Consented on Institutional Effectiveness BOG Framework – 5/12/15
- Instructional Equipment Update – 5/12/15

KP/rdg

Instructional Equipment for Year 14-15 (Board approved 4/15/15)					
Dept	Equipment	Original Fund	Exp.	Availabl	Notes
Arts & Cultural Programs	A/V upgrde	#####	106,205.18	(11,241.18)	
Arts & Cultural Programs	Computer	-	2,728.64	(2,728.64)	
Behavioral & Social Scienc	DVD Player	300.00	173.85	126.15	
Behavioral & Social Scienc	Cardless Remote	75.00	-	75.00	Purchased with IT supply budget
Behavioral & Social Scienc	Computer	3,840.00	3,566.60	273.40	
Behavioral & Social Scienc	A/V upgrde	31,655.00	32,104.50	(449.50)	
Behavioral & Social Scienc	Laptops	1,100.00	1,171.48	(71.48)	
Behavioral & Social Scienc	Speakers	500.00	358.61	141.39	
Business	Doc camera	3,300.00	3,455.06	(155.06)	
Communication s & Langua	Doc camera	2,750.00	2,879.25	(129.25)	
Communication s & Langua	Whiteboard	4,104.00	3,376.55	127.45	
Communication s & Langua	USB Recording Sys	5,000.00	3,000.00	(4,000.00)	IT has priced a solution that would cost 7k-9k. IT is trying to refine price. Item not ordered. Estimate at \$9k
CTEC	Task Stools - 25	8,250.00	14,725.00	(6,475.00)	Recommended purchase of 25 stools. Unit cost is more than estimate.
Health Science & Nursing	Doc camera	2,200.00	2,303.40	(103.40)	
Health Science & Nursing	Laptops	3,300.00	4,685.92	(1,385.92)	
Health Science & Nursing	DVD Player	100.00	57.35	42.65	
Health Science & Nursing	Projector	500.00	-	500.00	Dean was not aware of this item. IT did not order
Library	LED Desk Lamp	4,800.00	4,708.00	92.00	Item in requisition stage
Library	Whiteboard	3,300.00	2,201.71	1,098.29	
Library	Sirzi BC Analyticr	2,520.00	2,520.00	-	
Library	Sirzi Authority Conts	2,360.00	2,360.00	-	
Library	Bank Prozz	452.00	456.47	(4.47)	
Library	Blue Ray HD TV	350.00	343.12	6.88	
Math & Science	A/V upgrde	#####	160,522.50	(2,243.50)	
Math & Science	Computer	6,000.00	5,739.96	260.04	
Math & Science	Laptops	#####	1,714.80	6,285.20	
Math & Science	Chairz	#####	3,182.82	817.18	
Math & Science	70 chairz	6,200.00	6,458.80	(258.80)	
Math & Science	3 tablez	3,000.00	1,136.30	1,863.70	
Math & Science	Gas Chromatograph	5,340.00	5,335.88	4.12	
Math & Science	Replacement tuboz	12,528.00	12,098.01	429.99	
SSR	Computer	1,840.00	1,913.32	(73.32)	
	Total	#####	421,283.68	#####	
			425,000.00		
			3,710.32		balance remaining

EMERGENCY PREPAREDNESS

Fall 2015

DRAFT 8/5/15

**Requesting PFC to review and provide input for the proposed dates and times for the following
Emergency Preparedness Drill**

FALL 2015 EMERGENCY DRILL (Day Drill)..... **October 21st at 10:21am**

-This proposed date/time is based on a similar date and time as selected by PFC last year: eight weeks into the Fall Semester

- Last Fall the drill was on a Thursday..... this year is proposed on a Wednesday.

TRAINING INFORMATION

EMEC & SWEC Emergency Drill Preparation (Jim Alcala)..... August 12th (tentative)

STYKER Chair Training (Jim Poper, Jim Alcala, & Harry Ashborn)..... September 30th

- **Session 1:** 10:30am – 11:30am - **Session 2:** 2:30pm – 3:30pm

BEC & BEL Training (Jim Poper & Jim Alcala)..... October 7th

- **Session 1:** 10:30am – 11:30am - **Session 2:** 2:30pm – 3:30pm