

## RIO HONDO COMMUNITY COLLEGE DISTRICT PLANNING FISCAL COUNCIL MINUTES Tuesday, December 5, 2017, 2:30 p.m., Board Room

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**Members Present:** Michelle Bean (Co-Chair and President, AS), Henry Gee (VPSS), Juana Mora (1<sup>st</sup> VP, AS), Jorge Huinquez (2<sup>nd</sup> VP, AS), Jill Pfeiffer (President, RHCFA), Michelle Pilati (Faculty), Brian Brutlag (Faculty), Sandra Rivera (CSEA), Jim Sass (CSEA), Lisa Sandoval (CSEA), Martin Covarrubias (President, ASRHC), Jesus Colin (Secretary, ASRHC), Bailey Garcia (Treasurer, ASRHC), Rebecca Green (Mgmt, AA), Mike Muñoz (Mgmt, SS)

**Members Absent:** Laura M. Ramirez (Co-Chair and VPAA), Yulian Ligioso (VPFB), Dorali Pichardo-Diaz (Secretary, AS), Shelly Spencer (Parliamentarian, AS), Mike Dighera (ASCCC Rep), Robert Bethel (Past President, AS), Robin Babou (Faculty)

**Additional Staff Members:** Markelle Stansell (Senior Administrative Assistant to VPAA / Recorder)

- I. **Call to Order** – Michelle Bean called the meeting to order at 2:35pm.
- II. **Approval of Minutes** – The November 28, 2017 minutes were approved with adjustments to the list of members present. Michelle Pilati and Jesus Colin were not in attendance at the 11/28/17 meeting.
- 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** – The Student Union is being utilized during finals week as a space where students can go to relax, study quietly, and prepare for finals. Stress relief oils, calming music, and beanbags are available.
- VI. **Co-Chair’s Report**
  - A. **Guided Pathways Self-Assessment** – A copy of “Demystifying Guided Pathways at Rio Hondo” was distributed and Michelle Bean solicited feedback on the document. The document was created based off of the comments and suggestions from PFC, which Michelle compiled into a document specific to Rio Hondo. She asked that any edits or changes be communicated to her by December 15<sup>th</sup>.

Additionally, a draft of the Guided Pathways Self-Assessment Tool was provided to PFC members for review. This document is due to the Chancellor’s Office in mid-December in order for Rio Hondo to receive the estimated allocation for Guided Pathways implementation. The self-assessment items were divvied up amongst various cross-functional teams so that the experts in each specific area were responsible for writing the narrative applicable to their area. Additions, corrections, and/or suggestions are welcome and should be communicated to Michelle by December 15<sup>th</sup>.

The question was raised as to whether or not there are existing funds to start implementing Guided Pathways on campus. At present, we need to use our current level of resources to start.

There's a projected allocation from the Chancellor's Office and the Self-Assessment Tool will determine how to utilize those funds to move us through the different scales of adoption. We have leveraged Student Equity and SSSP funds for the Guided Pathways kick-off on Dec 12.

Dr. Mike Muñoz thanked Michelle for suggesting that the self-assessment tool not just be reviewed by the CAGP leadership team, but that it should come back to PFC for review. Her advocacy was applauded.

**VII. Unfinished Business** – None.

**VIII. New Business** – None.

**IX. Committee Reports**

- **Safety/Facilities** – None.
- **IEC** – None.
- **Program Review** – None.
- **Staff Development** – None.
- **Basic Skills** – None.
- **SLO** – None.
- **Online Education (OEC)** – Jodi Senk provided an Online Education Committee report that is available on the PFC website.
- **Student Equity** – None.
- **SSSP** – None.

**X. Announcements** – None.

**XI. Adjournment** – The meeting was adjourned at 2:55 p.m. The next meeting will be held on Tuesday, February 13, 2018 from 2:30 – 4:00 p.m. in the Board Room.