



Planning & Fiscal Council

2020-2021

**RIO HONDO
COLLEGE**

RHC Vision, Mission and Values Statement

Vision

Rio Hondo College strives to be an exemplary California Community College, meeting the learning needs of its changing and growing population and developing a state of the art campus to serve future generations.

Mission

Rio Hondo College is committed to the success of its diverse students and communities by providing dynamic educational opportunities and resources that lead to degrees, certificates, transfer, career and technical pathways, basic skills proficiency, and lifelong learning.

Values Statement

As a teaching/learning community, we come together and strive to meet the needs, aspirations, and goals of our changing student population and communities. Since what we value forms the core of who and what we are, the college community—trustees, faculty, and staff—recognizes the importance of openly and candidly expressing the College’s values. Rio Hondo College values the following:

1. Quality Teaching and Learning
2. Student Access and Success
3. Diversity and Equity
4. Fiscal Responsibility
5. Integrity and Civility

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RHC BP - Code of Ethics

BP 3050 - INSTITUTIONAL CODE OF ETHICS

Prior Revised Dates: 09/10/2014; 07/11/2018

Note: The Accreditation Standard requires districts to uphold a written code of professional ethics for all of its personnel.

I. The employees of Rio Hondo Community College District are committed to providing a high quality learning environment to help our students successfully achieve their educational goals and objectives. Accordingly, employees have an interest and commitment to ethical behavior. Ethical persons are those who abide by principles and exemplify virtues as understood within a given moral framework. Many believe that virtue is intrinsically rewarding. At the very least, that one be perceived as ethical is instrumental in establishing credibility and trust.

II. To support Rio Hondo's* commitment to ethical behavior*, college employees adhere to standards of ethical and professional behavior related to their duties, and have responsibilities to the institution and to individuals they serve. Although one cannot "legislate morality" in the sense of mandating virtuous intentions, we can, and do, establish general expectations of conduct.

III. There are many sources of ethical* inspiration and guidance. All employees of Rio Hondo College are subject to official College policies and procedures; applicable regulatory agency requirements; local, state, and federal laws; and professional standards (when applicable). This includes policies such as the Rio Hondo College Policy on Sexual Harassment ([BP 3430](#)), its Policy on Nondiscrimination ([BP 3410](#)), and its Policy on Academic Freedom ([BP 4030](#)).

IV. In addition, the Board of Trustees is subject to its own Code of Ethics ([BP 2715](#)), and most of our employees are members of professional organizations with their own established codes of ethics, such as the CTA, CSEA, and ACCCA. Employees are encouraged to consult their own organizations, when applicable, for further guidance. As constituents of Rio Hondo College, students are likewise encouraged to maintain high Standards of Conduct ([BP 5500](#)).

V. As a further demonstration of commitment to high ethical standards, employees of Rio Hondo College aspire to be guided by the following values statements. These are guidelines and aspirations to be used for educational and not disciplinary purposes, with our own conscience as the first and most salient means of evaluation:

*The College values open communication, honesty, and truthfulness, and aspires to an "open door" philosophy.

*The College values open inquiry and honors academic freedom.

*The College strives to protect human dignity and individual freedom.

*The College values clear roles and responsibilities, teamwork, and cooperation (as outlined in AB1725), and therefore aspires to develop a climate of trust and mutual support.

*The College is committed to providing excellent educational opportunities to the community, and the instructional faculty seeks to evaluate students by honest appraisal of student performance against faculty standards.

Planning and Fiscal Council

Meeting Schedule 2020-2021

Regular PFC meetings are held from 2:30pm – 4:00pm in the Board Room, A102, the second and fourth Tuesday of the month, unless otherwise specified. During the COVID-19 pandemic, meetings are being held remotely via Zoom.

FALL 2020

Tuesday, August 25, 2020
Tuesday, September 8, 2020
Tuesday, September 22, 2020
Tuesday, October 13, 2020
Tuesday, October 27, 2020
Tuesday, November 10, 2020
Tuesday, November 24, 2020

SPRING 2021

Tuesday, February 9, 2021
Tuesday, February 23, 2021
Tuesday, March 9, 2021
Tuesday, March 23, 2021
Tuesday, April 13, 2021
Tuesday, April 27, 2021
Tuesday, May 11, 2021
Tuesday, May 18, 2021*

* (*special meeting only as needed*)

PFC Purpose Statement

PFC Purpose Statement *(revised & adopted by PFC 3/13/12)*

The Planning/Fiscal Council (PFC) is established in accordance with AB 1725, California Education Code, Title 5, and the RHC College Policy (CP) 1055 to make recommendations to the Superintendent/President regarding the development, planning, and budgetary needs of the College. The PFC will be an integral partner in the planning, development and implementation of the Educational and Facilities Master Plans. In adherence to the principles of governance as defined by AB 1725 and **BP 2510**, PFC will also facilitate dialogue among constituency groups in order to evaluate campus statistics, set goals, and to prioritize the human, physical, technological and financial needs of the College in order to improve the overall effectiveness of the College.

The PFC is charged with the following duties in accordance with **AP 3250:**

1. To assist in the development and to establish the criteria for a comprehensive Facilities Master Plan and Educational Master Plan.
2. To develop specific college objectives consistent with the College mission statement and Board of Trustee goals.
3. To make recommendations to the Superintendent/President of the college regarding budget development, augmentation, and/or adjustments consistent with the Educational Master Plan and the Facilities Master Plan.
4. To oversee the College's progress on accreditation recommendations and standards.
5. To oversee the annual institutional planning process.
6. Participate in developing recommended policies for Board action and administrative procedures for Superintendent/President action.

<http://www.facc.org/advocacy/bills/historical/ab1725.PDF>

Accepted at PFC 3/13/12

Decision Making Method for Planning and Fiscal Council

Decision Making Method for Planning and Fiscal Council

(Adopted 2/24/98; revised 9/22/06; revised 11/17/10; revised 3/13/12)

The Planning and Fiscal Council agrees to and is committed to making decisions via consensus. For the Council's purposes, it is agreed that consensus decision-making meant that each constituent group of the Council could accept, and/or support the particular conclusion reached by the group. In this context, the term accept means that each constituent member of the Council could live with the decision. The term "support" means that each member of the Council agreed not to undermine the decision. Thus, it is recognized that it is incumbent upon each member of the Council to express any concerns during the consensus-building process so that the group can work together toward reaching consensus on each issue.

(Amendment to Decision Making Method recommended by the PFC Taskforce on 2/28/12.)

In the event PFC cannot reach consensus or cannot support a recommendation, PFC will generate a written report reflecting reason(s) for not reaching consensus. This report will be forwarded to the Superintendent/President and Board of Trustees.

(PFC requests that the PFC minutes and the written report, when applicable, be included in the Board agenda)

Accepted at PFC 3/13/12

Board Policy (BP) 2510

Participation in Local Decision Making

Board Adopted: 11/12/03; 1/15/14; 1/13/16; 7/27/17; 12/11/19

BP 2510

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I. Introduction

A. The Rio Hondo College Board of Trustees is the ultimate decision-maker in those areas assigned to it by state and federal laws and regulations. In executing that responsibility, the Board is committed to its obligation to ensure that appropriate members of the Rio Hondo Community College District participate in developing recommended policies for Board action and administrative procedures for Superintendent/President action under which the District is governed and administered.

1. Participatory/shared governance furthers the Vision, Mission, and Values of the District. In keeping with the spirit and intent of Assembly Bill 1725, the Board recognizes the unique role of the faculty, acting through the Academic Senate, in participatory/shared governance at the District. The Board affirms the District's commitment to maintaining and following the agreements developed with the Academic Senate to achieve the implementation of Title 5, Section 53200. In addition, the Board encourages and recognizes the active participation of other District constituencies in those participatory/shared governance activities most appropriate to their interests and expertise.
2. Participating effectively in District governance is shared involvement in the decision-making process. It does not imply total agreement; the same level of involvement by all is not required; and final decisions rest with the Board or designee.

II. Representation

A. Each of the following constituent groups shall participate as required by law in the decision-making processes of the District, as stated in AB1725 (commonly known as the "10+1" legislation):

1. Academic Senate (Title 5, Sections 53200-53206)

- a. The Board and its designees will consult college ally with the Academic Senate with respect to academic and professional matters. Academic and professional matters include the following:
 - curriculum, including the establishment of prerequisites and placing courses within disciplines
 - degree and certificate requirements
 - grading policies
 - educational program development
 - standards regarding student preparation and success
 - governance structures as related to faculty roles
 - faculty involvement in accreditation
 - policies for faculty professional development activities
 - policies for program review

Board Policy (BP) 2510

Participation in Local Decision Making

Board Adopted: 11/12/03; 1/15/14; 1/13/16; 7/27/17; 12/11/19

BP 2510

(Page 2 of 2)

II. (Continued below)

- processes for institutional planning and budget development
- other academic and professional matters as mutually agreed upon between the Academic Senate and the Board

2. Staff

- a. Classified staff shall be provided with the opportunity to participate effectively in the formulation and development of District policies and procedures that have a significant effect on staff. The opinions and recommendations of the California School Employees Association (CSEA) will be given every reasonable consideration.
- b. Management/Confidential staff shall be provided with the opportunity to participate effectively in the formulation and development of District policies and procedures that have a significant effect on staff. The opinions and recommendations of the Management/Confidential Council (MCC) will be given every reasonable consideration.

3. Students (Title 5, Section 51023.7)

1. The Associated Students of Rio Hondo College (ASRHC) shall be given an opportunity to participate effectively in the formulation and development of District policies and procedures that have a significant effect on students, as defined by law. The recommendations and positions of the ASRHC will be given every reasonable consideration. The selection of student representatives to serve on District committees or task forces shall be made by the ASRHC.

III. Except for unforeseeable emergency situations, the Board shall not take any action on matters subject to this policy until the appropriate constituent group or groups (administrators, faculty, staff, and students) have been provided the opportunity to participate as referenced in BP 2410 (Board Policy and Administrative Procedures).

IV. Nothing in this policy will be construed to interfere with the formation or administration of employee organizations or with the exercise of rights guaranteed under the Educational Employment Relations Act.

V. Sources/references:

- A. Education Code Section 70902 (b)(7)
- B. Government Code Sections 3540, et seq.
- C. Title 5 Sections 53200 et seq., (Academic Senate); 51023.5 (Staff) and 51023.7 (Students);
- D. ACCJC Accreditation Standards IV.A., and IV.D.7.

Administrative Procedure (AP) 2510

Participation in Local Decision Making

Board Reviewed: 5/17/06; 7/10/13; 1/15/20

AP 2510

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I. Introduction

A. In accordance with Board Policy 2510, and with District practice, the various constituencies of the Rio Hondo Community College District, including faculty, students, classified staff, confidential employees, and administration shall be represented on college committees concerned with Board policy and planning matters.

II. Representation

A.. Unless otherwise provided in Board policy or administrative procedure regarding participation, the following constituent groups are recognized by the Board of Trustees as responsible for recommending, as appropriate, the appointment of representatives to serve on college governance committees:

1. The Academic Senate shall recommend the appointment of faculty;
2. The exclusive representative of the classified employees shall recommend the appointment of classified employees;
3. The Management/Confidential Council shall recommend the appointment of management/confidential employees in consideration with the Superintendent/President.

III. Academic Senate

A. The Board and its designees will consult collegially with the Academic Senate on academic and professional matters through mutual agreement with the Academic Senate. (Title 5, Section 53203)

1. Where the Board or its designees must reach mutual agreement with the Academic Senate, and agreement has not been reached, existing policy shall remain in effect unless continuing with such policy exposes the District to legal liability or causes substantial fiscal hardship. In cases where there is no existing policy, or in cases where the exposure to legal liability or substantial fiscal hardship requires existing policy to be changed, the Board may act, after a good faith effort to reach agreement, only for compelling legal, fiscal, or organizational reasons.

Administrative Procedure (AP) 2510

Participation in Local Decision Making

Board Reviewed: 5/17/06; 7/10/13; 1/15/20

AP 2510

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2. The following shall be the consultation processes for academic and professional matters:

	<u>Rely Primarily Upon</u>	<u>Mutual Agreement</u>
1. curriculum, including the establishment of prerequisites and placing courses within disciplines;		X
2. degree and certificate requirements;		X
3. grading policies;		X
4. educational program development;		X
5. standards regarding student preparation and success;		X
6. governance structures as related to faculty roles;		X
7. faculty involvement in accreditation;		X
8. policies for faculty professional development activities;		X
9. policies for program review;		X
10. processes for institutional planning and budget development;		X
11. other academic and professional matters as mutually agreed upon between the Academic Senate and the Board or its designees		Jointly determined by the Board or its designees and Academic Senate on a case-by-case basis

Administrative Procedure (AP) 3250

Institutional Planning

Board Reviewed: 2/14/96; 2/11/98; 12/10/08; 12/11/19

AP 3250

(Page 1 of 2)

I. Introduction

- A. Oversight for planning and fiscal management processes shall be the responsibility of the Superintendent/President. The Planning and Fiscal Council shall be responsible for developing and presenting planning, budget, and other recommendations to the Superintendent/President.

II. Representation

- A. The Planning and Fiscal Council shall consist of the following members:
- The Vice President of Academic Affairs, Vice President of Student Services and Vice President of Finance & Business
 - The members of the Executive Committee of the Rio Hondo College Academic Senate
 - The President of the Rio Hondo College CSEA chapter and two additional classified employees designated by the local CSEA
 - The President of the Associated Students of Rio Hondo College (ASRHC) and two additional students designated by the ASRHC
 - Three additional faculty members (designated by Academic Senate)
 - One Dean from Student Services and one Dean from Academic Affairs.
 - The Dean of Institutional Research and Planning
- B. The co-chairs of the Planning and Fiscal Council shall be the Vice President of Academic Affairs and the President of the Academic Senate.

III. Responsibilities

- A. Members of the Planning and Fiscal Council shall have the following responsibilities:
- The co-chairs shall jointly develop the agenda for Planning and Fiscal Council meetings. Members of the Planning and Fiscal Council may provide agenda items for

Administrative Procedure (AP) 3250

Institutional Planning

Board Reviewed: 2/14/96; 2/11/98; 12/10/08; 12/11/19

AP 3250

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Discussion and referral, if necessary, to the appropriate Vice President(s).

- The Vice President(s) shall ensure that college faculty and staff (administrative and classified) in divisions/areas participate, along management lines, in developing planning recommendations.
- Members representing the Academic Senate, the CSEA, the Rio Hondo College Faculty Association (RHCFA), and ASRHC shall ensure that members of their constituent groups participate in developing and/or reviewing planning recommendations.
- The Vice President of Finance and Business and Dean of Institutional Research and Planning shall be responsible for general oversight and management of the planning and budget development processes.

IV. Budget process

- A. The Planning and Fiscal Council shall provide a budget process that includes broad campus participation in the development of recommendations to the Superintendent/President as follows:
 1. The Vice President of Finance and Business shall prepare a budget calendar and be responsible for scheduling activities in sufficient time for presentation of recommendations to the Superintendent/President. Tentative and Adopted Budgets shall be presented to the Board of Trustees according to the timeline of the California Code of Regulations;
 2. Divisional departmental staff members will participate by making recommendations to the appropriate Vice President(s) and Superintendent/President under the same process as practiced in past fiscal years.

V. Planning recommendations

- A. All planning recommendations, whether from management or constituent groups, shall be presented to the President's Council by the appropriate Vice President(s) for discussion before forwarding to the Planning and Fiscal Council.
- B. All Planning and Fiscal Council recommendations shall be reached through consensus.

Administrative Procedure (AP) 2410

Board Policies and Administrative Procedures

AP 2410

Board Reviewed: 3/11/09; 10/14/09; 7/10/13; 12/9/15; 3/11/19

(Page 1 of 2)

I. Introduction

- A. Proposed revisions to Board Policies and Administrative Procedures may be submitted to the Policy and Procedure Council (PPC) by staff or students of Rio Hondo College.
- B. Rio Hondo Community College District is a subscriber to the Community College League of California (CCLC) Board Policy and Administrative Procedure Service. The Policy and Procedure Service is based on principles inherent in effective board governance, policy development, and local decision-making. Understanding these principles helps facilitate the implementation process. As a subscriber, the District will receive updates on policies and procedures in partnership with the law firm of Liebert Cassidy Whitmore. Updates are in response to revised laws, regulations and legal opinions.
- C. Proposed revisions to Board Policies and Administrative Procedures are received by the President's Office. The President's Office will alert those responsible for the sections within the Board Policy/Administrative Procedure Manual as follows, who will in turn discuss the revisions with those parties involved:
 - 1. Section 1000s - Executive Assistant to the Superintendent/President
 - 2. Section 2000s - Executive Assistant to the Superintendent/President
 - 3. Section 3000s - Executive Assistant to the Superintendent/President
 - 4. Section 4000s - Vice President, Academic Affairs
 - 5. Section 5000s - Vice President, Student Services
 - 6. Section 6000s - Vice President, Finance and Business
 - 7. Section 7000s - Executive Director of Human Resources

II. Process for review - Board Policies

- A. Revisions requiring collegial consultation between the District and the Academic Senate as defined in Board Policy 2510 and Administrative Procedure 2510 will undergo collegial consultation. The policy will be forwarded first to the PPC for review and then to the Planning and Fiscal Council (PFC) for consideration.
- B. Revisions not requiring collegial consultation between the District and the Academic Senate will be reviewed by the President's Cabinet, President's Council and the Administrative Council. Upon the Superintendent/President's recommendation, the revisions will be forwarded to the PPC for review and then to the PFC for consensus. If consensus is not reached, a report will be prepared and sent to the Superintendent/President, who will share the information with the Board of Trustees.
- C. At any time during the review process, inquiries may be made about the status of the proposal. The Superintendent/President, or designee, shall respond in writing.

Administrative Procedure (AP) 2410

Board Policies and Administrative Procedures

Board Reviewed: 3/11/09; 10/14/09; 7/10/13; 12/9/15; 3/11/19

AP 2410

(Page 2 of 2)

- D. Upon completion of the process, the revised policies will be forwarded to the Board of Trustees for approval. A first and second reading will be required, with the policy being adopted upon Board approval at the second meeting.

III. Process for review - Administrative Procedures

- A. Revisions requiring collegial consultation between the District and the Academic Senate as defined in Board Policy 2510 and Administrative Procedure 2510 will undergo collegial consultation. The procedure will be forwarded first to the PPC for review and then to the Planning and Fiscal Council (PFC) for consideration
- B. Revisions not requiring collegial consultation between the District and the Academic Senate will be reviewed by the President's Cabinet, President's Council and the Administrative Council. Upon the Superintendent/President's recommendation, the revisions will be forwarded to the PPC for review and then to the PFC for consensus. If consensus is not reached, a report will be prepared and sent to the Board by the co-chairs of PFC.
- C. At any time during the review process, inquiries may be made about the status of the proposal. The Superintendent/President, or designee, shall respond in writing.
- D. Upon completion of the process, the revised procedures will be forwarded to the Board as information items for review. Administrative Procedures are considered operation and do not require Board approval.

IV. Board review

- A. The Board will review the policies and procedures in sections every other year.

V. Sources/references:

- A. Education Code Section 70902
- B. ACCJC Accreditation Standards I.B.7; I.C.5; IV.C.7; and IV.D.4

Definition of Terms - (CCLC, 2007)

Board Policy (BP)

Board Policy is the voice of the Board of Trustees and defines the general goals and acceptable practices for the operations of the District. It implements federal and state laws and regulations. The board, through policy, delegates authority to and through the Chief Executive Officer to administer the District. The CEO and district employees are responsible to reasonably interpret Board Policy as well as other relevant laws and regulations that govern the District.

Policy is best expressed in broad statements. It legally binds the District. Therefore, policy statements should be clear, succinct and current.

Administrative Procedure (AP)

Administrative Procedures implement board policy, laws and regulations. They address how the general goals of the District are achieved and define the operations of the district. They include details of policy implementation, responsibility, accountability and standards of practice. The Superintendent/President approved Administrative Procedures. They are developed and implemented by the CEO, Administration, Faculty and Staff members; they are not intended to require Board action.

“Legally Required”

Legal Counsel has determined that these are required based on state or federal law or regulation. The samples that CCLC provides contain the essential elements to assure compliance with state or federal law. However, except as specifically noted at the beginning or in the body of a sample, the text may be locally enlarged or modified, so long as no required elements are omitted. Substantive modifications to the language should be reviewed by local district legal counsel.

“Legally Advised”

These policies and procedures are not specifically required by state or federal law or regulation; however, legal counsel had identified them as essential to protect the district from potential liability. The templates or samples from CCLC contain the key elements.

“Suggested as Good Practice/Optional”

The CCLC Services includes a few sample policies and procedures that are suggested as good practice or optional, and are not required by law, regulation, or court case. Those provided may be commonly found in district manuals, promote effective operations, and/or have been requested by a number of subscribers. There is often a high degree of variation from district to district.

Key Definitions to Charts



Description



Review



Decision



Affirmative



Negative



Optional



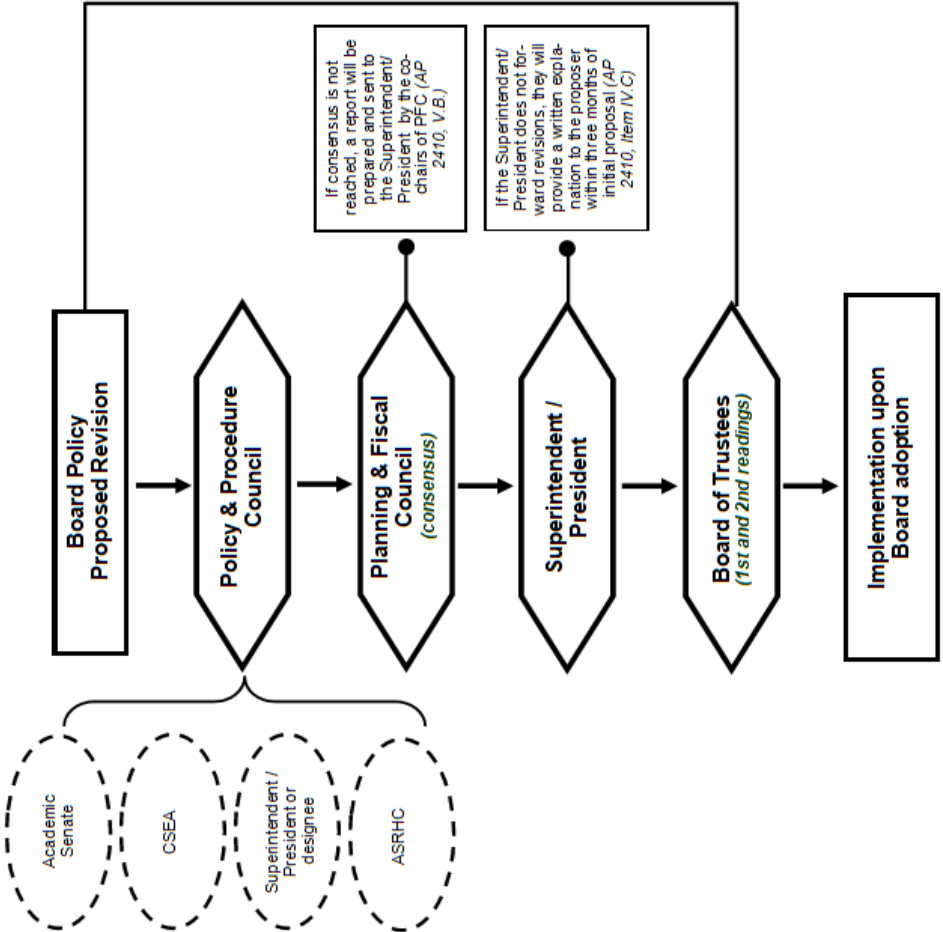
Required

Board Policy Adoption

As referenced in AP [2410](#)

(Chart 1 of 2)

The chart below is not intended as a representation of the review process. It attempts to show, as simply as possible, the relationships between various governance organizations at our campus.

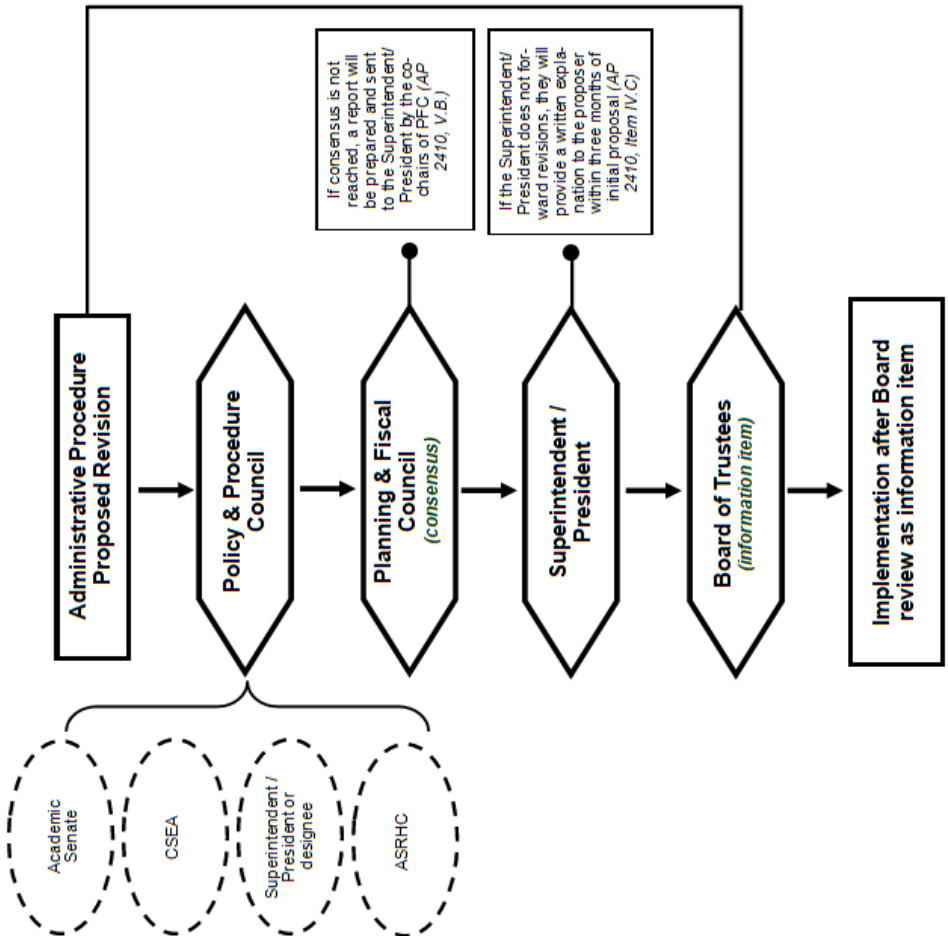


Administrative Procedure Implementation

As referenced in [AP 2410](#)

(Chart 2 of 2)

The chart below is not intended as a representation of the review process. It attempts to show, as simply as possible, the relationships between various governance organizations at our campus.

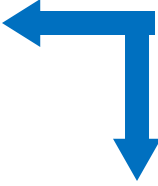


BP & AP Review Process



Step 4 – Board of Trustees

BP – 1st reading
 AP – 2nd reading
 Board reviews as information item only



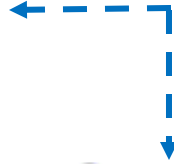
Step 3 – Superintendent / President

Superintendent/President reviews and distributes to VPs/HR.



Step 2 – Planning and Fiscal Council (PFC)

Reviewed by PFC and recommendation made to Superintendent/President before forwarding to the Board. If changes are made, the BP or AP will return to PPC.



Step 1 – Policy and Procedure Council (PPC)

CCLC revisions/updates, constituent requests, and/or review of BPs/APs in regular cycle. Review and solicit feedback from subject matter experts (Student Services, Academic Senate, Finance, Human Resources, etc.)

BP & AP Review Timeline

SIX-YEAR REVIEW CYCLE **Annual and Comprehensive Chapter Reviews**

Goal 1: Six Year Review Cycle of all policies and procedures - aligned with accreditation visits.

Goal 2: Annual Review of policies and procedures incorporating biannual legal updates issued by CCLC.

2016-2017 - Chapter 1, Chapter 2

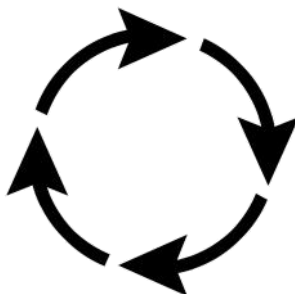
2017-2018 - Chapter 3

2018-2019 - Chapter 4

2019-2020 - Chapter 5

2020-2021 - Chapter 6

2021-2022 - Chapter 7



Membership of PFC

Charge	The Planning and Fiscal Council (PFC) is established in accordance with AB1725, California Education Code, Title V, and the RHC AP 3250 to make recommendations to the Superintendent/President regarding the development, planning and budgetary needs of the College.
Meeting Schedule	Second and fourth Tuesday of the month (and as needed) 2:30 p.m., Board Room
Co-Chairs	Vice President, Academic Affairs President, Academic Senate
Composition	<ul style="list-style-type: none"> • Management Representatives (6); Vice President, Academic Affairs (Co-chair) Vice President, Finance & Business Vice President, Student Services Academic Dean Student Services Dean Dean, Institutional Research and Planning • Faculty Representatives (11 - including Co-Chair) • CSEA Representatives (3) • ASRHC Representatives (3)
Adopted	10/11/95
Revised	2010, 2011, 2013, 2014, 2020
Notes	
Support Staff	Coordinator, Staff Development Director, Facilities Executive Director, Human Resources Senior Administrative Assistant, Academic Affairs

PFC Roles and Responsibilities

PFC is a recommending body to the Superintendent/President and encourages open, respectful dialogue at meetings.

The Planning and Fiscal Council operates by consensus. The definition of Participatory/Shared Governance - Participating effectively in district and college governance is shared involvement in the decision making process. It does not imply total agreement; the same level of involvement by all is not required; and final decisions rest with the Board or designee. ([BP 2510](#), Item I.B.)

Members of PFC should review all materials **prior to** the meeting and be prepared for any discussion.

In August, members of PFC will be sent a series of meeting notices for the academic year from the Vice President of Academic Affairs. Agenda, minutes from the previous meeting and any back up documents to be discussed can be accessed on the college website at <http://www.riohondo.edu/academic-affairs/planning-and-fiscal-council/>. Please accept all meeting notices so they populate to your Outlook calendar.

PFC members shall sign in on the signature sheet that is routed during the meeting as proof of attendance.

A quorum is not required for this body. PFC follows Robert's Rules of Order. One of the co-chairs will call the meeting to order and begin with items on the PFC agenda. Committee reports and announcements occur at the end of the meeting. Members of PFC shall carry down information and announcements to his/her respective constituent groups.

Minutes are generated and attached to the back up documentation that is uploaded to the college website. At the meeting, members can make any corrections to the minutes. Minutes are accepted not approved as PFC is a recommending body.

Accepted minutes are sent to the campus community from the Senior Administrative Assistant of Academic Affairs via campus email and can also be accessed on the college website at <http://www.riohondo.edu/academic-affairs/planning-and-fiscal-council/>.

Members of PFC

Management Representatives (6)

Vice President, Academic Affairs (Co-chair)	Laura Ramirez
Vice President, Student Services	Vacant
Vice President, Finance & Business	Stephen Kibui
Academic Dean (2019-2021)	Alice Mecom
Student Services Dean (2020-2022)	Loy Nashua
Dean, Institutional Research and Planning	Caroline Durdella

Faculty Representatives (11)

President, Academic Senate (Co-chair)	Kevin Smith
1 st Vice President, Academic Senate	Dorali Pichardo-Diaz
2 nd Vice President, Academic Senate	Jorge Huinquez
Secretary, Academic Senate	Angelica Martinez
Parliamentarian, Academic Senate	Dana Arazi
ASCCC Representative, Academic Senate	Vacant
Past President, Academic Senate	Michelle Bean
President, RHCFA	Rudy Rios
Academic Senate designee (2019-2022)	Juana Mora
Academic Senate designee (2020-2023)	Sheila Lynch
Academic Senate designee (2020-2023)	Grant Tovmasian

Members of PFC

California School Employee Association (CSEA) Representatives (3)

President, CSEA	Sandra Hernandez
CSEA designee	Lisa Sandoval
CSEA designee	Jim Sass

Associated Students of Rio Hondo College (ASRHC) Representatives (3)

ASRHC President	Jason Reyes
ASRHC Vice President	Kayla Cruz
ASRHC Treasurer	Kaitlyn Ibarra

Support Staff

Director, Facilities Services	Vacant
Executive Director, Human Resources	Angel Obregon
Sr. Admin Assistant, Academic Affairs	Markelle Stansell

Notes

Non-Discrimination Policy

Non-Discrimination Policy

Rio Hondo Community College District complies with all federal and state rules and regulations and does not discriminate on the basis of national origin, religion, age, gender, gender identity, gender expression, race or ethnicity, color, medical condition, genetic information, ancestry, sexual orientation, marital status, physical or mental disability pregnancy, military and veterans status, or because he/she is perceived to have one or more of the foregoing characteristics, or based on association with a person or group with one or more of these actual or perceived characteristics, in any program or activity.

Inquiries regarding compliance and/or grievance procedures may be directed to the Executive Director, Human Resources, Administration Building,
1st Floor, Room A-113, **(562) 908-3405**.

