



**RIO HONDO COMMUNITY COLLEGE DISTRICT  
REGULAR MEETING OF THE BOARD OF TRUSTEES  
MINUTES – WEDNESDAY, May 9, 2018, 6:00 P.M.**

**Location:** Rio Hondo College Board Room  
3600 Workman Mill Road, Whittier CA 90601

**Members Present:**  
Ms. Madeline Shapiro, President  
Ms. Vicky Santana, Vice President (*arrived 6:10 p.m.*)  
Ms. Mary Ann Pacheco, Clerk  
Ms. Norma E. Garcia  
Mr. Gary Mendez, Member  
Mr. Pariss Youngblood, Student Trustee

**Members Absent:** None

**Staff Members:**  
Ms. Teresa Dreyfuss, Superintendent/President  
Dr. Laura Ramirez, Vice President Academic Affairs  
Mr. Henry Gee, Vice President Student Services  
Mr. Yulian Ligioso, Vice President, Finance and Business  
Ms. Michelle Bean, Academic Senate President  
Ms. Jill Pfeiffer, RHCFA President  
Ms. Sandra Rivera, CSEA President  
Ms. Sandy Sandello (Recorder)

**I. CALL TO ORDER**

**A. Call to Order**

Ms. Shapiro called the meeting to order at 6:03 p.m.

**B. Pledge of Allegiance**

Sandra Rivera led the Pledge of Allegiance.

**C. Roll Call**

All Board members were reported present with the exception of Vicky Santana, who later arrived at 6:10 p.m.

**D. Approval of Minutes:**

45. On motion of Ms. Pacheco, seconded by Mr. Mendez, the Board voted unanimously by vote of the four members present (Garcia, Mendez, Pacheco, and Shapiro] to approve the minutes of April 11, 2018.

**Student Trustee Advisory vote was aye.**

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**BOARD OF TRUSTEES:** Gary Mendez, Vicky Santana, Norma Edith Garcia, Mary Ann Pacheco, Madeline Shapiro, Pariss Youngblood, Student Trustee

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**E. Open Communication for Public Comment**

Ramon Silva addressed the Board on a possible scholarship and special access to electronic classes.

**Ms. Santana arrived at this point of the meeting.**

**F. Commendations**

- **Distinguished Faculty Award** (*Katie O'Brien*)
- **Academic Retiree** (*Judy Sevilla-Marzona, Library / Jon Whitford, Business*)
- **Management/Confidential Retiree** (*Sandy Sandello, President's Office*)
- **Live Your Dreams Award – Whittier/El Monte-South El Monte Soroptimist** (*Laura Verdugo*)

**G. Presentations**

- **Sabbatical Leave** (*Fran Cummings*)
- **5-Year Construction Plan** (*Yulian Ligioso*)

**II. CONSENT AGENDA**

**Mr. Mendez requested that item II.A.5., be removed from the Consent Agenda.**

46. On motion of Mr. Mendez, seconded by Ms. Garcia, the Board voted unanimously by vote of the five members present (Garcia, Mendez, Pacheco, Santana, and Shapiro] to approve the following Consent Agenda with the exception of item II.A.5., Approve off Campus Project Agreement – Federal Work-Study Program: East Whittier City School District.

**Student Trustee Advisory Vote was aye.**

**A. FINANCE & BUSINESS**

**1. Finance and Business Reports**

- a. *Purchase Order Report*** – Approved Purchase Order Report containing purchases for the preceding month.
- b. *Payroll Warrant Report*** – Approved the payroll Warrant Report for the month of April 2018
- c. *CCFS-311Q Quarterly Report*** – Approved the Quarterly Financial Status Report CCFS-311 Q period ending March 31, 2018.

**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:

John Frala to participate at the HI TEC National Science Foundation/Advanced Transportation & Energy (NSF/ATE) Conference in Miami, Florida.

Gisela Spieler-Persad to participate at the National Science Foundation (NSF) S-STEM Grant Review in Arlington, Virginia on May 10-11, 2018.

Beth Brousseau to participate at the North American Reggio

Emillia Alliance Summer Conference in Boston, Massachusetts on June 28-30, 2018.

Eder Flores to participate at the Career Pathways Leadership Certification in Las Vegas, Nevada on June 17-19, 2018.

**3. Space Use Agreement – County of Los Angeles Department of Public works**

The Rio Hondo College – Applied Technology Department would like to offer Geographic Information Systems (GIS) Certificate of Achievement and other educational programs at the County of Los Angeles – Department of Public Works Headquarters located at 900 South Fremont Avenue, Alhambra, CA 91803.

The County of Los Angeles charges rental for use of its facility. Rental of the space commencing on August 21, 2018 will be \$28.22 per week. The first eight weeks will cost \$225.76 paid from the General Fund.

Staff recommends approval of agreement through June 30, 2019.

The Board of Trustees approved the one-year space use agreement with the County of Los Angeles – Department of Public Works as summarized above and authorized the Administration to sign the appropriate documents on behalf of the District.

**4. Approve Hold Harmless and Indemnification Agreement – Use of City Property for Standardized Live Fire Training: City of Vernon**

Rio Hondo Fire Academy would like to have a Hold Harmless and Indemnification Agreement (Agreement) with the City of Vernon for use of (A) its property located at 3375 Fruitland Avenue, Vernon, CA 90058, (B) Gas Fired Tower and (C) Hazmat Props for Standardized Live Fire Training at no cost.

The City of Vernon and the Vernon Fire Department also have their training at Rio Hondo Fire Academy for a fee. Their classes are registered thru the Agreement the District has with the Santa Fe Springs Fire Department.

Vernon Firefighters who are accepted to the Rio Hondo Regional Truck Academy pay the District \$1,350.00 per person. Either the Vernon Fire Department pays the District or the individual Firefighter pays the District and get reimbursement from the Vernon Fire Department.

The term will begin May 10, 2018 and continue through May 9, 2019.

The Board of Trustees approved the agreement with the City of Vernon and authorized the Administration to execute appropriate documents on behalf of the District.

**5. Approve Off Campus Project Agreement – Federal Work-Study Program: East Whittier City School District**

**Item Removed from Consent Agenda**

**6. Memorandum of Agreement (MOA): Classroom Based Programs – Career Training Solutions LLC (CTS)**

The Continuing Education Department would like to have an MOA with Career Training Solutions LLC (CTS) to deliver the following career training programs:

- **Clinical Medical Assistant (134 hours classroom training / 38 hours online learning / 160 hours externship)**
- **Pharmacy Technician (140 hours. classroom training / 42 hours online learning / 120 hours externship)**
- **Veterinary Assistant (35 hours classroom training / 10 hours online learning / 24 hours informal volunteer experience)**

The District will set tuition based on the following range:

- **Clinical Medical Assistant: \$2,399 - \$2,599**
- **Pharmacy Technician: \$2,099 - \$2,299**
- **Veterinary Assistant: \$699 - \$899**

The District will pay CTS a per student fee as outlined below:

**A. Clinical Medical Assistant**

Enrollments	Per Student Fee
5	\$1,950
6-7	\$1,900
8-10	\$1,800
11-13	\$1,700
14-19	\$1,600
20+	\$1,550

**A. Pharmacy Technician**

Enrollments	Per Student Fee
5	\$1,950
6	\$1,850
7-8	\$1,750
9-11	\$1,650
12-16	\$1,550
17-19	\$1,450
20+	\$1,400

**B. Veterinary Assistant**

Enrollment	Per Student Fee
5-7	\$525
8-10	\$450
11-19	\$425
20+	\$400

**Term is from June 15, 2018 through June 14, 2021.**

The Board of Trustees approved the MOA with Career Training Solutions as summarized above and authorized the Administration to execute the appropriate documents on behalf of the District.

7. **Grant Award for Career & Technical Education from the California Community College Chancellors Office: Strong Work Force (FY 2018/2019 thru 2019/2020) Round II**

The California Community College Chancellors Office has granted \$1,410,149.00 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, 2018 through December 31, 2020.

The Board of Trustees approved this \$1,410,149.00 Grant from the California Community College Chancellors Office for the purpose of CTE courses, programs, and pathways and authorized the Administration to sign the appropriate documents on behalf of the District.

8. **Approve Instructional Service Agreement: Vocational Education Programs – Los Angeles Area Fire Chief’s Association (LAAFCA)**

Rio Hondo College would like to have an agreement with the Los Angeles Area Fire Chief’s Association (LAAFCA) to provide vocational education programs (Wild Land / EMS / Fire Technology) to selected eligible students of Rio Hondo College and LAAFCA members (including fire department personnel and other first responders).

Rio Hondo College and LAAFCA will split credit/and or non-credit apportionment revenue received on this program from the State as follows:

Rio Hondo College - 80%  
LAAFCA - 20%

The term is from May 10, 2018 through May 9, 2021.

The Board of Trustees approved the Instructional Service Agreement with LAAFCA and authorized the Administration to execute appropriate documents on behalf of the District.

9. **Approve Subscription Order: Web Based Services –CampusLogic**

The Financial Aid, Scholarships & Veterans Services Department would like to subscribe the following web based services from CampusLogic:

1. AutoReconciliation - This service applies proprietary logic to identify discrepancies between the Department of Education’s Common Origination and Disbursement system (“COD”) and the Customer’s Student Information System (“SIS”).

2. CampusMetrics - Provides higher education institutions business intelligence tools to drive insights into their financial aid data.

3. StudentForms - This service automates the FAFSA verification and the C-code resolution process by applying proprietary logic to the Department of Education’s standard Institutional Student Information Report (“ISIR”) received by higher education institutions participating in Title IV programs.

Total cost not to exceed \$180,000.00 to be paid from Student Equity and Student Success & Support (3SP) Funds. See breakdown of costs below:

Item	Year 1	Year 2	Year 3	Total
StudentForms	\$54,000	\$54,000	\$54,000	\$162,000
CampusMetrics - SF	\$6,000	\$6,000	\$6,000	\$18,000
AutoReconciliation	\$00	\$00	\$00	\$00
Total	\$60,000	\$60,000	\$60,000	\$180,000

Term is from July 1, 2018 through June 30, 2021.

The Board of Trustees approved the Subscription Order with CampusLogic and authorized the Administration to execute appropriate documents on behalf of the District.

**10. Approve Software Database Subscription Licensing and Hosting Contract – Accessible Information Management (AIM)**

The Disabled Students Programs and Services Department like to have an agreement with Accessible Information Management (AIM) for purchase of license for use, hosting and maintenance services of the AIM Online Services Management Software.

Total cost not to exceed \$18,888.75 to be paid from DSPS General Funds. See breakdown of costs below:

Item	Cost
Annual Fee	\$8,538.75
System Set-Up	\$1,100.00
Data Importation	\$750.00
Remote Training	\$1,500.00
Single Sign In Customization	\$2,000.00
Class List Synchronization	\$1,000.00
Student Course Synchronization	\$1,000.00
Student Demographic Synchronization	\$1,000.00
Bookstore Synchronization	\$1,000.00
GPA Synchronization	\$1,000.00
Total	\$18,888.75

Term is from May 10, 2018 through May 9, 2019.

The Board of Trustees approved the Software Database Subscription Licensing and Hosting Contract with AIM and authorized the Administration to execute appropriate documents on behalf of the District.

**11. Resolution #050918 Biennial Governing Board Member Election – November 6, 2018**

Pursuant to Education Code (EC 5000), elections will be held on November 6, 2018, to elect members to the governing boards in most school and community college districts in Los Angeles County. An "Order of Election," which will cover all governing board elections held on this date, will be issued by Los Angeles County Office of Education (LACOE) and transmitted to the Los Angeles County

Registrar-Recorder/county Clerk (Registrar-Recorder). Governing boards of districts scheduled to hold elections on this date are required to take action to initiate the regular biennial governing board election by adopting the attached resolution.

The Board of Trustees approved the Item as attached.

**12. Approve Clinical Affiliation Agreement: Kaiser Fontana**

The Health Science Nursing Department is requesting approval of a clinical affiliation agreement with Kaiser Fontana in providing clinical experience for students. The term begins June 4, 2018 and continues through May 31, 2021.

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

**13. Approve Clinical Affiliation Agreement: Dr. Phillip Hill and Dr. Serena Young-Nguyen**

The Health Science Nursing Department is requesting approval of a clinical affiliation agreement with Dr. Phillip Hill and Dr. Serena Young-Nguyen in providing clinical experience for students. The term begins June 4, 2018 and continues through May 31, 2021.

The Board of Trustees approved the clinical affiliation agreement with Dr. Phillip Hill and Dr. Serena Young-Nguyen as presented above and authorized Administration to execute the appropriate documents on behalf of the District.

**14. Approve Clinical Affiliation Agreement – Orthopedic Specialties Associates (Long Beach)**

The Health Science Nursing Department is requesting approval of a clinical affiliation agreement with Orthopaedic Specialties Associates (Long Beach) in providing clinical experience for students. The term begins June 4, 2018 and continues through May 31, 2021.

The Board of Trustees approved the clinical affiliation agreement with Orthopaedic Specialties (Long Beach) as presented above and authorized Administration to execute the appropriate documents on behalf of the District.

**15. Approve Clinical Affiliation Agreement – Orthopedic Specialties Associates (Torrance)**

The Health Science Nursing Department is requesting approval of a clinical affiliation agreement with Orthopaedic Specialties Associates (Torrance) in providing clinical experience for students. The term begins June 4, 2018 and continues through May 31, 2021.

the Board of Trustees approve the clinical affiliation agreement with Orthopaedic Specialties (Torrance) as presented above and authorize Administration to execute the appropriate documents on behalf of the District.

**16. Approve Clinical Affiliation Agreement: Kaiser Anaheim Kramer**

The Health Science Nursing Department is requesting approval of a clinical affiliation agreement with Kaiser Anaheim Kraemer in providing clinical experience for students. The term begins June 4, 2018 and continues through May 31, 2021.

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

**17. Approve Clinical Affiliation Agreement: Kaiser Orange County – Irvine**

The Health Science Nursing Department is requesting approval of a clinical affiliation agreement with Kaiser Orange County - Irvine in providing clinical experience for students. The term begins June 4, 2018 and continues through May 31, 2021.

The Board of Trustees approved the clinical affiliation agreement with Kaiser Orange County - Irvine as presented above and authorized Administration to execute the appropriate documents on behalf of the District.

**18. Approve Clinical Affiliation Agreement: Kaiser Health Pavilion**

The Health Science Nursing Department is requesting approval of a clinical affiliation agreement with Kaiser Health Pavilion in providing clinical experience for students. The term begins June 4, 2018 and continues through May 31, 2021.

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

**19. Approve Clinical Affiliation Agreement: PIH Health Hospital Whittier**

The Health Science Nursing Department is requesting approval of a clinical affiliation agreement with PIH Health Hospital Whittier in providing clinical experience for students. The term begins June 4, 2018 and continues through May 31, 2021.

The Board of Trustees approved the clinical affiliation agreement with PIH health Hospital Whittier as presented above and authorized Administration to execute the appropriate documents on behalf of the District.

**20. Approve Clinical Affiliation Agreement: PIH Health, Orthopedics, La Habra Medical Office**

The Health Science Nursing Department is requesting approval of a clinical affiliation agreement with PIH Health, Orthopedics, La Habra Medical Office in providing clinical experience for students. The term begins June 4, 2018 and continues through May 31, 2021.



The Board of Trustees approved the clinical affiliation agreement with PIH Health, Orthopedics, La Habra Medical Office as presented above and authorized Administration to execute the appropriate documents on behalf of the District.

**21. Approve Clinical Affiliation Agreement: South County Orthopedic Specialists**

The Health Science Nursing Department is requesting approval of a clinical affiliation agreement with South County Orthopedic Specialists in providing clinical experience for students. The term begins June 4, 2018 and continues through May 31, 2021.

The Board of Trustees approved the clinical affiliation agreement with South County Orthopedic Specialists as presented above and authorized Administration to execute the appropriate documents on behalf of the District.

**22. Correction: Award to Bid #2060 AJ Annex Beam Replacement Project – Fast Track Construction Corporation**

On April 11, 2018, the Board of Trustees approved Consent Agenda item II.A.6.

An error in the Base Bid Contract Amount was discovered.

The Agenda was presented to Award Contract in the amount of \$792,000.00.

The correct Contract Amount is \$792,600.00

The Board of Trustees approved the correction as described above and authorized the Administration to execute appropriate documents on behalf of the District.

**23. Correction: Lease Amount: Williams Scotsman Portable Units for Administration of Justice**

On October 11, 2017, the Board of Trustees approved Consent Agenda item II.A.3 for the Lease of Williams Scotsman Portable Units for Administration of Justice.

An error in the Lease Amount was discovered.

The Agenda was presented to show Lease Amount of \$24,910.32.

Sales Tax in the amount of \$2,274.00 was not included.

The correct Lease Amount (including Sales Tax) is \$27,184.32.

The Board of Trustees approved the correction as described above and authorized the Administration to execute appropriate documents on behalf of the District.

**24. Approve Agreement: Fee Based Online Educational Courses – Education To Go**

On December 13, 2005, the Board of Trustees approved Rio Hondo College to enter into an agreement with Gatlin Educational Services to offer fee based online educational courses to students.

Gatlin Educational Services has now been acquired by Education To Go.

Education To Go, as Gatlin Educational Services did, provides course materials, online instruction and course hosting and evaluation for its fee base online courses.

Online classes with non-credit certificates include, but are not limited to, A to Z grant writing, Real Estate investing, Certified Book keeper, Physical Therapy Aid, Travel Agent training, Freight Booker/Agent Training and Certified Wedding Planner.

Term is from July 1, 2018 through June 30, 2021.

The Board of Trustees approved the Agreement with Education To Go and authorized the Administration to execute appropriate documents on behalf of the District.

**25. Continuing Education**

- a. Quayum Abdul – To instruct students to become Solar Installers. This course will prepare participants to design and install solar panels.  
Candle Making: Students will obtain the skills of candle making, including how to get started, how to use molds, fragrance & color. Soap Making: Students will create soaps with the use of molds, coloring, including the use of herbs and fragrances. Dates of service: July 1, 2018 – June 30, 2019. Payment will be split 60% to Rio Hondo College and 40% to the consultant.
- b. Carrie Christensen Notary Public Seminars – Notary and Notary Renewing Courses – This course will equip the student with all the skills to be an effective notary. Dates of service: July 1, 2018 – June 30, 2019. Payment will be split 60% to Rio Hondo College and 40% to the consultant. Consultant will receive \$90 reimbursement for testing site.
- c. Amanda Click – To instruct students to gain knowledge in the subject matter of math, reading, writing, public speaking for Kids College. Classes will help strengthen skills through reinforcement and repetition. Dates of service: July 1, 2018 – June 30, 2019. Payment will be split 60% to Rio Hondo College and 40% to the consultant.
- d. Dov Simens, Hollywood Film Institute Inc. – 2 Day Film School – Learn how to make your first feature film on a budget; you will learn how to write, direct, shoot and edit. Dates of service: July 1, 2018 – June 30, 2019. Payment will be split 60% to Rio Hondo College and 40% to the consultant.

- e. Kathleen Hannah – To instruct Reiki courses for nursing students. Instruction on Usui Healing System, demonstration of hand placement, a level of attunement and channeling of Reiki energy and practicing in giving a Reiki healing treatment. Dates of service: July 1, 2018 – June 30, 2019. Payment will be split 60% to Rio Hondo College and 40% to the consultant.
- f. Preferred Discounts LLC – To provide Ebay Workshops – Learn how to set up an eBay Seller Account, create successful eBay listings, upload pictures and accept credit card payments with PayPal. Dates of service: July 1, 2018 – June 30, 2019. Payment will be split 60% to Rio Hondo College and 40% to the consultant.
- g. Preferred Discounts LLC – To instruct an Emergency Preparedness Class to assure you will have all the important documents available for an emergency, organize vital information, convert everything to electronic documents, prep tip and evacuation routes. Dates of service: July 1, 2018 – June 30, 2019. Payment will be split 60% to Rio Hondo Collge and 40% to the consultant.
- h. Erica Mata/Apex Education Group – to instruct how to become a Live Scan Fingerprint Roller. Students will learn how to become an official Live Scan Fingerprint Provider for the state of California. Dates of service: July 1, 2018 – June 30, 2019. Payment will be split 60% to Rio Hondo College and 40% to the consultant.
- i. Erica Mata/Apex Education Group – To instruct students how to become an Official Wedding Officiant. Students will learn how to perform wedding ceremonies and become a certified ordained officiant. Dates of service: July 1, 2018 – June 30, 2019. Payment will be split 60% to Rio Hondo College and 40% to the consultant.
- j. MSNOC, Inc. dba Mad Science of North Orange County – To instruct a Science Camp for Children. Workshops will provide instruction on Robots, Space, Biology, NASA, Solar and more. Dates of service: July 1, 2018 – June 30, 2019. Payment will be split 50% to Rio Hondo College and 50% to the consultant.
- k. Johnny C. Pak – To instruct students on Social Security, Medicare, Estate Planning and more workshops. This is an informative and easy to understand workshop where you explore the ways in which you can maximize your benefits, retirement, and estate planning. Dates of service: July 1, 2018 – June 30, 2019. Payment to be split 60% to Rio Hondo College and 40% to the consultant.
- l. Carolyn Simon – To provide courses/certificates in Make Up Artistry. Learn how to apply make up to yourself and/or others with live demonstrations and hands-on experience. Discover the professional secrets to beautiful make up application. Dates of service: July 1, 2018 – June 30, 2019. Payment will be split 60% to Rio Hondo College and 40% to the consultant.
- m. Dondi Teran – To instruct Wrestling Training Skills. This class is organized and designed to give local community members an

opportunity to improve upon their wrestling skills along with enhancing their tactical understanding of the sport of collegiate wrestling. The goal of improving overall health and well-being is also visited. Dates of service: July 1, 2018 – June 30, 2019. Payment to be split 60% to Rio Hondo College and 40% to the consultant.

- n. Akemi Welsh; Polynesian Paradise Dancers – To provide Hula, Tahitian Drumming & Ukulele Classes. Students will learn exotic dances & music of the Hawaiian Islands. This low impact activity is great for children through adults. This is a great way to stay active by learning the meaning behind those graceful hand gestures and move to the music of the islands. Dates of service: July 1, 2018 – June 30, 2019. Payment will be split 60% to Rio Hondo College and 40% to the consultant.
- o. Ronald Wayne Williams, Trust Auto Sales – To instruct students how to make \$3K in the Auto Wholesale Business from Home – Make money buying and selling wholesale cars from home, or simply buy cars for your friends, family or yourself at wholesale prices. A DMV approved course. Dates of service: July 1, 2018 – June 30, 2019. Payment will be split 60% to Rio Hondo College and 40% to the consultant.

## **26. Consultants**

- a. Education4Work – To participate as a guest speaker at the Strong Workforce Career Pathways Specialist and Community College Adult Education Administrator Retreat to connect credit and noncredit courses/pathways. Presentation to focus on Career Exploration Strategies focused on Adult Education population. Dates of service: June 5-7, 2018. Cost not to exceed \$1,200.00 from SB 070 Career Pathways Grant.
- b. David B. Hart – To provide services as Arbitrator/Mediator for a personnel matter. Dates of service: To June 30, 2018. Cost not to exceed \$3,000.00 from General Fund.
- c. Dr. Keith E. Hall – To provide an interactive session “Thriving with your Strengths: that will challenge participants to reflect on their strengths and strategic ways to leverage through strengths to foster engagement, mobilize teams and initiate change. Date of service: August 10, 2018. Cost not to exceed \$875.00 from Staff Development.
- d. RJ Coaching and Consulting – To participate as a guest speaker at the Strong Workforce Career Pathways Specialist and Community College Adult Education Administrator Retreat to connect credit and noncredit courses/pathways. Presentation to focus on Career Exploration Strategies focused on Adult Education population. Dates of service: June 5-7, 2018. Cost not to exceed \$1,200.00 from SB 070 Career Pathways Grant.
- e. Summer Roberts – To create three (3) PDF interactive maps for the noncredit program. Map one will include current community partners. Map two will include current and potential community partners including but not limited to schools, libraries, senior and community centers. Map

three will be an interactive map for students to view via a barcode displayed on PDF maps. Dates of service: May 14 – June 30, 2018. Cost not to exceed \$500.00 from Adult Education Block Grant.

**B. PERSONNEL**

1. Academic

a. Employment

Special Assignments, Fall 2017

Each of the following instructors will be paid a stipend, not to exceed \$100, paid out of the Basic Skills Student Outcomes Transformation Grant, for participating in the development of the B-STEM Elementary Algebra (Math 53) Team.

BOTELLO, Robert	Math & Science
GARCIA, Nancy	Math & Science
IRWIN, Erin	Math & Science
MONTIEL, Gerson	Math & Science
MUTSUNO, Ryan	Math & Science
PITASSI, Matt	Math & Science
WANG, George	Math & Science

Each of the following instructors will be paid a stipend, not to exceed \$300 paid out of the Basic Skills Student Outcomes Transformation Grant, for participating in the development of the B-STEM Intermediate Algebra (Math 73).

BOTELLO, Robert	Math & Science
HSAIO, Jupei	Math & Science
MAYER, Krysia	Math & Science
MONTIEL, Gerson	Math & Science
MUTSUNO, Ryan	Math & Science
PITASSI, Matt	Math & Science
WANG, George	Math & Science

Special Assignments, Spring 2018

The following instructors will be paid a \$200 stipend, paid out of the Basic Skills Student Outcomes Transformation Grant, for participating in an English Faculty Training Orientation and preparing activities to facilitate during English Workshops for the Summer Bridge Program.

BOVE, Gina	Communications & Languages
HSIAO, John	Communications & Languages
KEAWE, Gloria	Communications & Languages
KOGER, Michael	Communications & Languages
LEONOR, Henry	Communications & Languages
OKAMOTO, Tyler	Communications & Languages
ORR, Alyesse	Communications & Languages
PARSEGHIAN, Levon	Communications & Languages

The following instructors will be paid a stipend, not to exceed \$250, paid out of

the Basic Skills Student Outcomes Transformation Grant, for participating in a Math Faculty Training Orientation and preparing activities to facilitate during Math Workshops for the Summer Bridge Program.

GILLOTTE, Chris	Math & Science
HE, Fendi	Math & Science
HERNANDEZ-SAUL, Cynthia	Math & Science
LITTRELL, Mark	Math & Science
RAMIREZ, Claudia	Math & Science
RYAN, John	Math & Science

The following instructors will be paid a stipend, not to exceed \$250, paid out of the Title V Grant, for participating in a Math Faculty Training Orientation and preparing activities to facilitate during Math Workshops for the Summer Bridge Program.

GARCIA, Nancy	Math & Science
HSAIO, Jupei	Math & Science
MONTIEL, Gerson	Math & Science
PITASSI, Matt	Math & Science

The following instructor will be paid a stipend, in the amount of \$1000, paid out of Staff Development, for maintaining the FLEX Reporter Software for Rio Hondo College for 2017-2018

KOUTROULIS, Matt

The following faculty will be paid a stipend, in the amount of \$600, paid out of the Basic Skills Student Success Transformation Grant, to provide four professional development workshops to support the criteria of the new ENG 35 expectation rubric.

VAZQUEZ, Dana	Communications and Languages
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Each of the following instructors will be paid a stipend, not to exceed \$700, paid out of the Basic Skills Student Outcomes Transformation Grant, for participating in the weekly Professional Learning Community for the instructors implementing the new course, Math 62: Pre-Statistics, in the Fall of 2017.

GRAHAM, Lynne	Math & Science
GRIFFITH, Leah	Math & Science
HSIAO, Jupei	Math & Science
IRWIN, Erin	Math & Science
JOHNSON, Johnny	Math & Science
MI, Joyce	Math & Science
MILLER, Greg	Math & Science
MONTIEL, Gerson	Math & Science
SIERRA, Mayra	Math & Science

Each of the following instructors will be paid a stipend, not to exceed \$200, paid out of the Basic Skills Student Outcomes Transformation Grant, for shadowing an instructor who is teaching the course by attending at least four class meetings, including two activities.

GRAHAM, Lynne	Math & Science
GRIFFITH, Leah	Math & Science
HSAIO, Jupei	Math & Science
JOHNSON, Johnny	Math & Science
MI, Joyce	Math & Science
MILLER, Greg	Math & Science
MONTIEL, Gerson	Math & Science
RAMIREZ, Claudia	Math & Science
SIERRA, Mayra	Math & Science

The following instructors will be paid a stipend, in the amount of \$2000, paid out of Basic Skills, for the planning, implementation and facilitation of a 26-hour New Full Time Faculty Success Seminar.

O'BRIEN, Katie,	EOPS
WETSMAN, Adam	Behavioral & Social Sciences

The following instructors will be paid a stipend, up to \$2000, paid out of the Basic Skills Pilot Partnership Grant, to participate in Faculty Inquiry Groups (FIGs) to improve Math and English curricular and instructional alignment between and among area K-12 Districts, Rio Hondo College and Cal State LA. FIGs will develop a plan and timeline for regional activities the will engage regional math/English in Professional Development, identify pilot projects to launch with partners, and disseminate best practices.

CURINGTON, William	Communications & Languages
KOGER, Michael	Communications & Languages
MATTHIS, James	Communications & Languages
PITASSI, Matthew	Math & Science

The following instructors will be paid a stipend, not to exceed \$500, paid out of the Basic Skills Transformation Grant, to work on the Math 33 (Mathematical Foundations) team to edit/revise the course curriculum, create common assessments, and creating and administering a common final exam.

ARCHAMBAULT, Alan	Math & Science
BRONKAR, Ryan	Math & Science
HOLBROOK, Veronica	Math & Science
LOW, Joyce	Math & Science
MONTIEL, Gerson	Math & Science

The following instructors will be paid a stipend, not to exceed \$300, paid out of the Basic Skills Transformation Grant, to work on the Math 53 (B-STEM Elementary Algebra) team to edit/revise the course curriculum, create common assessments, and creating and administering a common final exam.

HOLBROOK, Veronica	Math & Science
IRWIN, Erin	Math & Science
MONTIEL, Gerson	Math & Science
RYAN, Kevin	Math & Science
RYAN, Mutsuno	Math & Science

The following instructors will be paid a stipend, not to exceed \$250, paid out of the Basic Skills Transformation Grant to work on the Math 73 (B-STEM

Intermediate Algebra) team to edit/revise the common final that was given last semester (Fall 2017). Each of the following members are agreeing to administer the common final and meet in Fall 2018 to discuss the results.

BOTELLO, Robert	Math & Science
DARYOUSH, Faye	Math & Science
ENGLISH, Cameron	Math & Science
MAYER, Krysia	Math & Science
RYAN, Mutsuno	Math & Science
WANG, George	Math & Science

The following employee will be paid a stipend, not to exceed \$2500, paid out of Guided Pathways, for additional responsibilities in regards to Guided Pathways.

KUMMERMAN, Howard

Special Assignment, Summer 2018 – Fall 2018

The following faculty will be paid a stipend, not to exceed \$500, paid out of Guided Pathways, to work during the summer by preparing goals and objectives to align with Guided Pathways.

Gonzalez, Lydia

The following faculty will be paid a stipend, in the amount of \$800, paid out of the Basic Skills Student Success Transformation Grant, to research develop and implement reading course materials.

BOVE, Gina	Communications & Languages
SCHMID, Andrea	Communications & Languages

Part-Time, Summer 2018

Behavioral and Social Sciences

AGUILAR, April	BROUSSEAU, Beth
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Business

HARTUNIAN, Elma

Communications and Languages

KRONE, Stephanie	NESHEIWAT, Abraham
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Hourly as Needed, Summer 2018

Adult Education

Valladares, Diana

CalWORKs



RAMIREZ, Michelle

Career and Technical Education

ANDERSEN, Jill  
DORNEAN, Marius  
GOLD, Andrew  
ROMO, Claudia (SSSP/Strong Workforce)

TOMORY, Steve

Counseling and Student Equity

ALVARADO, Guadalupe  
ALVARADO, Delmis  
CHAVEZ, Vanessa  
DE LA MORA, Martha  
DE LEON, Maribel  
DIAZ-PICHARDO, Dorali  
FLORES, Julio  
FLORES-OLSON, Troy  
GARCIA, Laura  
GUZMAN, Sergio  
HENDERSON, Edward  
HUINQUEZ, Jorge

LARA, Jose  
MAKI, Lauren  
MARTINEZ, Angelica  
RAMIREZ, Elizabeth  
SOTELO, Angela  
THOMAS, Julius  
TIEU, David  
VALLADARES, Diana  
VILLANUEVA, Viviana  
VU, Irene  
WAUGH, Christine

Disabled Students Programs and Services

ARROYO, Jose  
GAW, Rose

LAMPERT, Katharine  
KAUFMAN, Bonnielee

EOPS

CAMACHO, Tammy  
CLARK, Dennyse  
GARCIA, Yvette

O'BRIEN, Katie  
REYES, Dianna  
RODRIGUEZ, Jose

Guardian Scholars

SAENZ, Marisela

Financial Aid and Veterans Services

CASTANEDA, Arely

Health Science and Nursing

DSN Grant

HERZFELD, Shari

LOPEZ-ALVARADO, Kathy

Strong Workforce Grant

BIESEMEYER, Gail

Learning Assistance Center (LAC)

MATA, Moises

Library

BABOU, Robin  
LEE, Young

TRUONG, Irene

Math and Science

CAAMANO, Jorge  
RICARTE, Romeo

SPIELER-PERSAD, Gisela  
WANG, George

Student Health and Psychological Services

SANCHEZ, Denna

Student Success and Retention

DE LEON, Maribel	Counseling
GARCIA, Laura	Counseling
GUZMAN, Sergio	Counseling
LUCERO, Andreina	Counseling
LYNCH, Sheila	Arts and Cultural Programs
O'BRIEN, Katie	EOPS/Counseling
KOGER, Michael	Communications & Languages
OKAMOTO, Tyler	Communications & Languages
TIEU, David	Counseling

2. Classified

a. Employment

Regular Classified

CHIRRICK, Darrell Brad, Custodian, 100%, 12 months, Facilities Services, effective April 4, 2018

MERCADO, Maria, Custodian, 100%, 12 months, Facilities Services, effective April 2, 2018

VALDES, Eliana, Clerk Typist III, 93.75%, 12 months, Government and Community Relations and Marketing and Communications, effective May 8, 2018

Transfer

The following employee is being hired in the designated capacity with dedicated funding through June 30, 2018. If continued funding should not be available, 60-day notice shall be served:

HSIAO, Joyce, from Educational Advisor, CalSOAP, to Student Services Assistant, 12 months, CalWORKs, effective June 12, 2018

Substitutes

DENNIS, Shawneece, Children's Center Aide, Child Development Center, effective April 10, 2018

HERNANDEZ, Alberto, General Maintenance, Facilities Services, effective April 4, 2018

HERNANDEZ, Alberto, Utility Worker, Facilities Services, effective April 6, 2018

MUNOZ, Samantha, Mail Room Clerk I, Contract Management and Vending Services, effective April 30, 2018

VALDES, Eliana, Clerk Typist III, Government and Community Relations/Marketing and Communications, effective April 16, 2018

b. Resignation

PEREZ, Irene, Mail Room Clerk I, Contract Management and Vending Services, effective April 30, 2018

3. Management and Confidential

a. Resignation

OYERVIDES-CISNEROS, Cesar E., Project Manager, Personal and Academic Support Services Program, effective May 25, 2018.

4. Unrepresented, (AP 7130)

a. Board of Trustees

It is resolved that Trustee, Norma E. Garcia had an excused absence on April 11, 2018

b. Employment, 2017–2018

Counseling and Student Equity

Student Success Coach II

BARRIOS, Christina

CalSOAP

Student Success Coach I

GARCIA, Mahira

GOMEZ, Michell

MEJIA, Andrea

MORALES, Jocelyne

NERI, Briana

NUNEZ, Lizette

RAMOS, Odalys

VIERA, Conrad

Student Success Coach II

DIAZ, Rita

GOMEZ, Denise

LUJAN, Joey

PENA, Diana

RIOS, Tatiana

RODRIGUEZ, Olivia

Public Safety (Fire)

CALLE, Carlos

NARAYAN, Vishal

Student Success and Retention (Basic Skills)

Tutor II

ESTRADA, Stephanie

Students

SEGURA, Betsy, Arts and Cultural Programs

Volunteers

FLORES, Ruby, Counseling and Student Equity/Outreach

KORK, Ava, Arts and Cultural Programs

ORTIZ, Karen, Student Success and Retention

5. Declaration of Indefinite Salaries for Retroactive Pay for 2018-2019 for Managers, Faculty, Confidential, and Classified Employees

Although Education Code Section 45032, 45162, and 87806 provides that salaries can be set at any time during the year, Education Code does not permit retroactive pay. The California Constitution (Article 11, Section 10) prohibits officers or employees from receiving additional compensation for services already rendered. However, courts have generally allowed retroactive pay increase within the constitution, if salaries were legally "indefinite". In order to do so, since salaries for 2018-19 for Faculty Administrators, Confidentials and Classified employees may not be set before the school year begins, the Board must take action declaring salaries as "indefinite" for 2018-19.

**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:

**KIN 226: Advanced Training Principles for Sport and Tactical Athletes**

(Kinesiology, Dance & Athletics)

Degree Applicable; 3.0 Units

**Justification:** Advanced Training Principles for Sport and Tactical Athletes is needed for the completion of the Strength and Performance Coach Certificate Program, which is meeting the employment needs of area organizations. This course is necessary for those exploring careers in kinesiology, coaching, strength and conditioning coach, sports medicine, and recommended for transfer students to CSU-Fullerton for the Kinesiology Degree.

**b. Unit/Hour Change**

The following courses have been recommended for a unit/hour change to reflect an increase/decrease in course content:

**ART 124: Color Theory**

**Hour Change: From:** 36 Lecture/54 Lab/90 Total Hours

**To:** 36 Lecture/72 Lab/108 Total Hours

**ART 142: Introduction to Ceramic Handbuilding**  
**Hour Change: From:** 36 Lecture/54 Lab/90 Total Hours  
**To:** 36 Lecture/72 Lab/108 Total Hours

**CHIN 101: Chinese I**  
**Unit Change: From:** 4.0 **To:** 4.5  
**Hour Change: From:** 72 Total Lecture Hours  
**To:** 72 Lecture/27 Lab/99 Total Hours

**CHIN 102: Chinese II**  
**Unit Change: From:** 4.0 **To:** 4.5  
**Hour Change: From:** 72 Total Lecture Hours  
**To:** 72 Lecture/27 Lab/99 Total Hours

**FR 101: French I**  
**Unit Change: From:** 4.0 **To:** 4.5  
**Hour Change: From:** 72 Total Lecture Hours  
**To:** 72 Lecture/27 Lab/99 Total Hours

**FR 102: French II**  
**Unit Change: From:** 4.0 **To:** 4.5  
**Hour Change: From:** 72 Total Lecture Hours  
**To:** 72 Lecture/27 Lab/99 Total Hours

**FR 201: French III**  
**Unit Change: From:** 4.0 **To:** 4.5  
**Hour Change: From:** 72 Total Lecture Hours  
**To:** 72 Lecture/27 Lab/99 Total Hours

**FR 202: French IV**  
**Unit Change: From:** 4.0 **To:** 4.5  
**Hour Change: From:** 72 Total Lecture Hours  
**To:** 72 Lecture/27 Lab/99 Total Hours

**JAPN 101: Japanese I**  
**Unit Change: From:** 4.0 **To:** 4.5  
**Hour Change: From:** 72 Total Lecture Hours  
**To:** 72 Lecture/27 Lab/99 Total Hours

**JAPN 102: Japanese II**  
**Unit Change: From:** 4.0 **To:** 4.5  
**Hour Change: From:** 72 Total Lecture Hours  
**To:** 72 Lecture/27 Lab/99 Total Hours

**MUS 145: Piano I**  
**Unit Change: From:** 1.5 **To:** 1.0  
**Hour Change: From:** 18 Lecture/27 Lab/45 Total Hours  
**To:** 18 Total Lecture Hours

**MUS 146: Piano II**  
**Unit Change: From:** 1.5 **To:** 1.0  
**Hour Change: From:** 18 Lecture/27 Lab/45 Total Hours  
**To:** 18 Total Lecture Hours

**MUS 147: Piano III**

**Unit Change: From: 1.5 To: 1.0**

**Hour Change: From: 18 Lecture/27 Lab/45 Total Hours  
To: 18 Total Lecture Hours**

**MUS 148: Piano IV**

**Unit Change: From: 1.5 To: 1.0**

**Hour Change: From: 18 Lecture/27 Lab/45 Total Hours  
To: 18 Total Lecture Hours**

**SPAN 101: Spanish I**

**Unit Change: From: 4.0 To: 4.5**

**Hour Change: From: 72 Total Lecture Hours  
To: 72 Lecture/27 Lab/99 Total Hours**

**SPAN 101S: Spanish for Spanish Speakers I**

**Unit Change: From: 4.0 To: 4.5**

**Hour Change: From: 72 Total Lecture Hours  
To: 72 Lecture/27 Lab/99 Total Hours**

**SPAN 102: Spanish II**

**Unit Change: From: 4.0 To: 4.5**

**Hour Change: From: 72 Total Lecture Hours  
To: 72 Lecture/27 Lab/99 Total Hours**

**SPAN 102S: Spanish for Spanish Speakers II**

**Unit Change: From: 4.0 To: 4.5**

**Hour Change: From: 72 Total Lecture Hours  
To: 72 Lecture/27 Lab/99 Total Hours**

**SPAN 201: Spanish III**

**Unit Change: From: 4.0 To: 4.5**

**Hour Change: From: 72 Total Lecture Hours  
To: 72 Lecture/27 Lab/99 Total Hours**

**SPAN 201H: Spanish III Honors**

**Unit Change: From: 4.0 To: 4.5**

**Hour Change: From: 72 Total Lecture Hours  
To: 72 Lecture/27 Lab/99 Total Hours**

**SPAN 202: Spanish IV**

**Unit Change: From: 4.0 To: 4.5**

**Hour Change: From: 72 Total Lecture Hours  
To: 72 Lecture/27 Lab/99 Total Hours**

**c. New Program**

The following degrees/certificates have been recommended for inclusion in our offerings and catalog:

**Certificate of Achievement – Accounting for Government and Nonprofit Organizations  
(16 – 16.5 Units)**

**Certificate of Achievement – Elementary Teacher Education  
(12 Units)**

**Certificate of Achievement – Graphic Design  
(18 Units)**

**Certificate of Achievement – Graphic Design: Packaging Design  
(12 Units)**

**Certificate of Achievement – Yoga Teacher Training Certification  
(12 Units)**

**A.A. Degree – Graphic Art Design  
(27 Units)**

**A.A.-T Degree – Music for Transfer  
(21 Units)**

**A.S.-T Degree – Geology for Transfer**

**d. Program Change**

The following degrees have been recommended for inclusion in our offerings and catalog with the following changes:

**A.A. Degree – Music  
Unit Change: From: 35 – 37 Units  
To: 30 Units**

**A.S. Degree – Photography  
Unit Change: From: 29 Units  
To: 30 Units**

**ITEM REMOVED FROM CONSENT AGENDA**

**A. FINANCE AND BUSINESS**

**5. Approve Off Campus Project Agreement – Federal work-Study Program: East Whittier City School District**

47. On motion of Mr. Mendez, seconded by Ms. Pacheco, the Board voted unanimously by vote of the five members present (Garcia, Mendez, Pacheco, Santana, and Shapiro) to approve the Off Campus Project Agreement with East Whittier School District and authorize the Administration to execute contracts on behalf of the District.

The Financial Aid, Scholarships and Veteran Services Department would like to have an Off Campus Project Agreement with East Whittier School District to enable Rio Hondo students, who qualified for the Federal Work-Study Program, to provide tutoring to East Whittier School District students in Math, Reading, English and Science subjects.

Rio Hondo students will be paid \$11.00 - \$11.50 per hour from the Work Study Program Grant; as authorized by the U.S. Commission of Education pursuant of Title 1, Part C, of the Economic Opportunity Act of 1964, public Law 88-452, 78 Stat. 573.

Term is from July 1, 2018 through June 30, 2019.

Student Trustee advisory vote was aye.

### III. ACTION ITEMS

#### A. PRESIDENT'S OFFICE

1. **Revision of Board Policies 2320, 3225, 3410, 3430, 3720, 3820, 4245**  
(First Reading) See attached.

48. On motion of Ms. Santana, seconded by Ms. Pacheco, the Board voted unanimously by vote of the five members present (Garcia, Mendez, Pacheco, Santana, and Shapiro] to approve the following Board Policies for first reading:

BP 2320	Board Meetings: Special and Emergency Meetings
BP 3225	Institutional Effectiveness (NEW)
BP 3410	Nondiscrimination
BP 3430	Prohibition of Harassment
BP 3720	Computer and Network Use (NEW)
BP 3820	Gifts
BP 4245	Academic Rank Policy

Student Trustee advisory vote was aye

### IV. INFORMATION ITEMS

1. **2018 Board of Trustees Calendar of Events (See attached)**
2. **Revision of Administrative Procedures 2105, 2431, 4225, and 4245 (See Attached)**
3. **[2018 Diversity Report](#)**

### V. STAFF AND BOARD COMMENTS

- Board Development Reporting
- Action Items for Future Board Meetings

### VI. CLOSED SESSION

Ms. Shapiro recessed the meeting to closed session at 8:10 p.m. and announced that the following items would be discussed in closed session:

*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**
  - Full Time Librarian (2)

49. On motion of Mr. Mendez, seconded by Ms. Santana, the Board voted unanimously by vote of the five members present (Garcia, Mendez, Pacheco, Santana, and Shapiro] to approve Claudia Rivas as a full time librarian effective August 17, 2018.



50. On motion of Ms. Santana, seconded by Ms. Pacheco, the Board voted unanimously by vote of the five members present (Garcia, Mendez, Pacheco, Santana, and Shapiro] to approve Brian Young as a full-time Librarian effective August 17, 2018.

- **PUBLIC EMPLOYEE DISCIPLINE / DISMISSAL / RELEASE**

*Pursuant to Section 54957.6:*

- **CONFERENCE WITH LABOR NEGOTIATOR**

Agency Negotiator: Teresa Dreyfuss

Employee Organization: CSEA, RHCFA

## **VII. ADJOURNMENT**

51. On motion of Mr. Mendez, seconded by Ms. Garcia, the Board voted unanimously by vote of the five members present (Garcia, Mendez, Pacheco, Santana, and Shapiro] to adjourn the meeting at 9:04 p.m. and announced the date of the next meeting:

- **Next Regular Meeting – Wednesday, June 13, 2018, 6:00 p.m.**



Election Date \_\_\_\_\_

### QUESTIONNAIRE

School District Name: RIO HONDO COMMUNITY COLLEGE DISTRICT

<p>Teresa Dreyfuss Superintendent Name</p> <p>3690 Workman Mill Rd, Whittier, CA 90601 Mailing Address</p> <p>(562) 908-3463 Contact Phone No.</p>	<p>Contact Person (if different from Superintendent) TDreyfuss@riohondo.edu Email</p> <p>(562) 908-3463 Fax No.</p> <p>04/26/18 Date</p>
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Numbers Of Offices To Be Elected: 3

Please Indicate How Governing Board Members Are Nominated Or Elected:  
 By District     At Large     Nominated by District and Elected at Large     Other \_\_\_\_\_

OFFICES TO APPEAR ON BALLOT	INDICATE FULL OR UNEXPIRED TERM <small>(If unexpired <u>must</u> include date of expiration)</small>	INCUMBENT'S NAME	DISTRICT OR TRUSTEE AREA NO.	DATE
<input checked="" type="checkbox"/> Governing Board Member <input type="checkbox"/> Trustee Area <input type="checkbox"/> Other _____	<input type="checkbox"/> Full Term <input checked="" type="checkbox"/> Unexpired Term Date <u>06/01/01</u>	<p style="font-size: 2em; opacity: 0.5;">SAMPLE</p> Jane Smith	1	Appointed Provisionally _____ Appointed in Lieu _____ Elected <u>07/01/13</u>
<input type="checkbox"/> Governing Board Member <input checked="" type="checkbox"/> Trustee Area <input type="checkbox"/> Other _____	<input checked="" type="checkbox"/> Full Term <input type="checkbox"/> Unexpired Term Date _____	Norma Edith Garcia	1	Appointed Provisionally _____ Appointed in Lieu <u>11/05/13</u> Elected _____
<input type="checkbox"/> Governing Board Member <input checked="" type="checkbox"/> Trustee Area <input type="checkbox"/> Other _____	<input checked="" type="checkbox"/> Full Term <input type="checkbox"/> Unexpired Term Date _____	Mary Ann Pacheco	3	Appointed Provisionally _____ Appointed in Lieu <u>11/05/13</u> Elected _____
<input type="checkbox"/> Governing Board Member <input checked="" type="checkbox"/> Trustee Area <input type="checkbox"/> Other _____	<input checked="" type="checkbox"/> Full Term <input type="checkbox"/> Unexpired Term Date _____	Madeline Shapiro	5	Appointed Provisionally _____ Appointed in Lieu <u>11/05/13</u> Elected _____
<input type="checkbox"/> Governing Board Member <input type="checkbox"/> Trustee Area <input type="checkbox"/> Other _____	<input type="checkbox"/> Full Term <input type="checkbox"/> Unexpired Term Date _____	_____	_____	Appointed Provisionally _____ Appointed in Lieu _____ Elected _____

**CANDIDATE STATEMENT INFORMATION**

This is to inform you that the governing board of the above named district by resolution, dated 05/09/18 adopted the following policy regarding filing of Candidate Statements for district elections.

Number of words allowed:     200    or     400

Payment of the estimated cost must be made by the candidate at time of filing.     School District will bear the cost for all statements.  
 School District will bill candidate after the election.     Other \_\_\_\_\_

Please indicate number of school measures (if any) you anticipate placing on the ballot: \_\_\_\_\_

**Last day for governing boards to adopt and file a resolution calling a special measure election is E-88.**

\_\_\_\_\_  
Signature of Authorized Representative

\_\_\_\_\_  
Superintendent/President

Title

**RETURN FORM VIA EMAIL TO:** [ecu@rrcc.lacounty.gov](mailto:ecu@rrcc.lacounty.gov)  
**OR FAX IT TO:** (562) 406-2149

**FORM CAN ALSO BE MAILED TO:** LOS ANGELES COUNTY REGISTRAR-RECORDER/  
 COUNTY CLERK  
 Attn: Election Coordination Unit, ROOM 2013A  
 12400 Imperial Highway  
 Norwalk, California 90650

S:\FORMS\ECU&RRCC\QUESTIONNAIRE2018

**BOARD MEETINGS: SPECIAL AND EMERGENCY MEETINGS**

<b>BP No. 2320</b>
------------------------

Board Adopted: 3/13/02; 11/12/03; 2/20/08

Page 1 of 1

- I. Special meetings may from time to time be called by the President of the Board of **Trustees** or by a majority of the members of the Board. Notice of such meetings shall be posted at least twenty four (24) hours before the time of the meeting, and shall be noticed in accordance with Brown Act requirements. No business other than that included in the notice may be transacted or discussed.
- II. Emergency meetings may be called by the President of the Board when prompt action is needed because of actual or threatened disruption of public facilities under such circumstances as are permitted by the Brown Act, including work stoppage, crippling disasters, and other activity that severely impairs public health or safety. No closed session shall be conducted during an emergency meeting except as provided for in the Brown Act to discuss a dire emergency.
- III. The Superintendent/President shall be responsible to ensure that notice of such meetings is provided to the local news media and others as required by law.
- IV. Source/Reference  
Government Code Section 54945, 54956.5, 54957;  
Education Code Section 72129; ~~Former Board Policy 1005,~~  
**Administrative Procedure 2320.**

**INSTITUTIONAL EFFECTIVENESS**

<b>BP No. 3225</b>
------------------------

Board Adopted: NEW

Page 1 of 1

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I. **The Board of Trustees is committed to supporting college goals that measure the effectiveness of the District's operational and educational environment. The Board regularly assesses the District's institutional effectiveness outcomes.**

II. **References:**

**Education Code Sections 78210 et seq. and 84754.6;  
ACCJC Accreditation Standard I.B.5 - 9**

**NONDISCRIMINATION**

<p>BP No. 3410</p>
------------------------

Board Adopted: Revised 9/02, 02/03, 08/03, 02/06, 8/06; 2/18/09; 7/11/12;  
5/14/14; 5/11/16

Page 1 of 2

This Board Policy is legally required.

- I. The District is committed to equal opportunity in educational programs, employment, and access to all institutional programs and activities.
- II. The District, and each individual who represents the District, shall provide access to its services, classes, and programs without regard to 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 veteran status, or because he or 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.
- III. The Superintendent/President shall establish administrative procedures that ensure all members of the College community can present complaints regarding alleged violations of this policy and have their complaints heard in accordance with Title 5 regulations and those of other agencies that administer state and federal laws regarding nondiscrimination.
- IV. No District funds shall ever be used for membership, or for any participation involving financial payment or contribution on behalf of the District or any individual employed by or associated with it, to any private organization whose membership practices are discriminatory 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 veteran status, or because he or 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.
- V. ~~The Equal Employment Opportunity Officer (Director of Human Resources), and District's Title IX Officer/Section 504/ADA Coordinator, (Dean of Student Affairs). The District officers are~~ responsible for ensuring District compliance with rules and regulations adopted by the Board of Governors of the California Community Colleges regarding unlawful discrimination shall be the ~~Equal Employment Opportunity Officer (Director of Human Resources), and District's Title IX Officer/Section 504/ADA Coordinator, (Dean of Student~~

**NONDISCRIMINATION**

<b>BP No. 3410</b>
------------------------

Board Adopted: Revised 9/02, 02/03, 08/03, 02/06, 8/06, 2/18/09; 7/11/12;  
5/14/14; 5/11/16

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Page 2 of 2

VII. References:

ACCJC Accreditation Eligibility Requirement 20 and ACCJC Accreditation Standard  
Catalog Requirements (formerly Accreditation Standard II.B.2.c)  
Education Code Sections 66250, et seq., 72010, et seq., 87100 et seq.;  
Title 5, Sections 53000, et seq., 59300 et seq.,  
**Title 2 Sections 10500 et seq;**  
Penal Code Section 422.55;  
Government Code 12926.1, 12940, et seq.;  
See Administration Procedure 3410.

PROHIBITION OF HARASSMENT

<p>BP No. 3430</p>
------------------------

Board Adopted: 12/8/82; 5/13/98; 11/9/05; 2/18/09; 7/11/12; 7/9/14; 12/14/16

Page 1 of 2

- I. All forms of harassment are contrary to basic standards of conduct between individuals and are prohibited by state and federal law, as well as this policy, and will not be tolerated. The District is committed to providing an academic and work environment that respects the dignity of individuals and groups. The District shall be free of sexual harassment and all forms of sexual intimidation and exploitation including acts of sexual violence. It shall also be free of other unlawful harassment, including that which is based on any of the following statuses: race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation, military status, and/or veteran status, or because the person is perceived to have one or more of the foregoing characteristics.
- II. The District seeks to foster an environment in which all employees, students, interns, and volunteers feel free to report incidents of harassment without fear of retaliation or reprisal. Therefore, the District also strictly prohibits retaliation against any individual for filing a complaint of harassment or for participating in a harassment investigation. Such conduct is illegal and constitutes a violation of this policy. All allegations of retaliation will be swiftly and thoroughly investigated. If the District determines that retaliation has occurred, it will take all reasonable steps within its power to stop such conduct. Individuals who engage in retaliatory conduct are subject to disciplinary action, up to and including termination or expulsion.
- III. Any student employee, intern, or volunteer who believes that he or she has been harassed or retaliated against in violation of this policy should immediately report such incidents by following the procedures described in AP 3435, Discrimination / Harassment. Supervisors are mandated to report all incidents of harassment and retaliation that come to their attention.
- IV. This policy applies to all aspects of the academic environment, including but not limited to classroom conditions, grades, academic standing, employment opportunities, scholarships, recommendations, disciplinary actions, and participation in any community college activity. In addition, this policy applies to all terms and conditions of employment, including but not limited to hiring, placement, promotion, disciplinary action, layoff, recall, transfer, leave of absence, training opportunities, and compensation.
- V. To this end, the Superintendent/President shall ensure that the institution undertakes education and training activities to counter discrimination and to prevent, minimize, and/or eliminate any hostile environment that impairs access to equal education opportunity or impacts the terms and conditions of employment.
- VI. The Superintendent/President shall establish procedures that define harassment on campus. The Superintendent/President shall further establish procedures for employees, students, interns, volunteers, and other members of the campus community that provide for the investigation and resolution of complaints regarding harassment and discrimination, and procedures for students to resolve complaints of harassment and discrimination. All participants are protected from retaliatory acts by the District, its employees, students, and agents.

**PROHIBITION OF HARASSMENT**

<b>BP No. 3430</b>
------------------------

Board Adopted:12/8/82; 5/13/98; 11/9/05; 2/18/09; 7/11/12; 7/9/14; 12/14/16

Page 2 of 2

- VII. This policy and related written procedures including the procedure for making complaints shall be widely published and publicized to administrators, faculty, staff, students, interns, and volunteers particularly when they are new to the institution. They shall be available for students, employees, interns, and volunteers in all administrative offices **and shall be posted on the District's website.**
- VIII. Employees who violate the policy and procedures may be subject to disciplinary action up to and including termination. Students who violate this policy and related procedures may be subject to disciplinary measures up to and including expulsion. Interns who violate this policy and related procedures may be subject to disciplinary measures up to and including termination from the internship or other work experience program.
- IX. Source/References:
- Education Code, sections 212.5; 44100; 66252; 66281.5  
Government Code Sections 12940 and 12950.1  
**Title 2 Sections 10500 et seq.,**  
Title VII of the Civil Rights Act of 1964, 42 U.S. Code annotated Section 2000e



COMPUTER AND NETWORK USE

BP No. 3720
----------------

Board Adopted: NEW

Page 1 of 1

*I. Employees and students who use District computers and networks and the information they contain, and related resources have a responsibility not to abuse those resources and to respect the rights of others. The Superintendent/President shall establish procedures that provide guidelines to students and staff for the appropriate use of information technologies. The procedures shall include that users must respect software copyrights and licenses, respect the integrity of computer-based information resources, refrain from seeking to gain unauthorized access, and respect the rights of other computer users. (CCLC)*

- II. Reference:  
Education Code Section 70902;  
Government Code Section 3543.1(b)  
Penal Code Section 502,  
Cal. Const., Art. 1 Section 1;  
17 U.S.C. Section 101 et seq.;

GIFTS

BP No. 3820
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Board Adopted: 1/14/81; 2/18/09; 9/12/12; 6/8/16

Page 1 of 1

- I. It is the policy of the Rio Hondo Community College District Board of Trustees to encourage and solicit the donation of equipment, instructional materials of all kinds, and any other items which will enhance the learning process of ~~for~~ Rio Hondo College students.
- II. ~~Individual Administrators will work with the college Foundation to contact prospective donors and indicate items that will be useful supplements to the various instructional programs of~~ ~~for~~ the college.
- III. The Board shall consider all gifts, donations and bequests made to the District. The Board will approve the acceptance of all gifts and donations made to the college, and the college reserves the right to refuse to accept any gift which does not contribute toward the goals of the District, or the ownership of which would have the potential to deplete resources of the District.
- IV. The District shall assume no responsibility for appraising the value of gifts made to the District.
- V. Acceptance of a gift shall not be considered endorsement by the District of a product, enterprise or entity.
- VI. In no event shall the District accept a donation from any donor who engages in practices or policies which discriminate against any person on the basis of nationality, religion, age, gender, gender identity, gender expression, race or ethnicity, medical condition, genetic information, ancestry, sexual orientation, marital status, military or veteran status, ~~or~~ physical or mental disability, or when the stated purposes of the donation are to facilitate such discrimination in providing educational opportunity.
- VII. Source/Reference:  
Education Code Section ~~72122-72205~~

ACADEMIC RANK POLICY

BP No. 4245
----------------

Board Adopted: 7/1/65; Rev. 4/24/74; 3/5/75; 12/7/77; 1/10/79; 10/12/88;  
6/8/11

Page 1 of 4

I. Criteria Governing Academic Rank

- a. ~~The recommendation of the faculty member for Academic Rank should be based upon comprehensive study of the individual's achievements during the years preceding the recommendation. The academic rank applications is-are submitted by the faculty members after he/she has they has met the minimum requirements of each step. Academic rank shall not determine column or step advancement for employee remuneration.~~

~~—~~ CRITERIA GOVERNING ACADEMIC RANK

- b. ~~To be eligible for academic rank, a faculty member must be a full-time (over 67%) member of the Rio Hondo College staff and submit an application form.~~
- c. ~~The Academic Rank Committee shall consist of five members nominated for two-year terms by the Academic Senate President and confirmed by a majority vote of the Senate at a regularly scheduled meeting.~~

II. Minimum Criteria for Academic Rank

- a. ~~The title of a faculty members shall be INSTRUCTOR, unless his/her their preparation and previous experience entitle him/her them to higher rank under these regulationsthis policy and Administrative Procedure 4245.~~
- b. ~~The requirement for the rank of ASSISTANT PROFESSOR shall be the equivalent of at least a minimum of three years of full-time teaching at Rio Hondo College and one of the following:~~
- i. ~~An earned Master's or Doctorate degree~~
  - ii. ~~An earned Bachelor's degree and a Community College Instructor credential in a vocational area in lieu of a Master's Degree,~~
  - iii. ~~Significant prominence in the field of expertise as determined by each division.~~
  - iv. ~~Two years non-academic work experience as determined by each division.~~

- ~~c. The requirements for rank of ASSOCIATE PROFESSOR shall be the equivalent of at least completion of five years of full-time college teaching, including the equivalent of three years at Rio Hondo College, and one of the following:~~

- ~~c. An This application is to be sent to the Academic Rank Committee by November 15 of the academic year in which the faculty member wishes to be considered for academic rank. The Academic Rank Committee shall forward the application to Human Resources for verification that the applicant has met the minimum requirements and is qualified for the academic rank for which he/she has applied. The Academic Rank committee will submit the verified degrees, units, and employment history to the President of the Academic Senate to be put on the Academic Senate agenda for a simple majority vote at the first or second meeting of~~

**ACADEMIC RANK POLICY**

<b>BP No.</b> <b>4245</b>
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Board Adopted: 7/1/65; Rev. 4/24/74; 3/5/75; 12/7/77; 1/10/79; 10/12/88;  
6/8/11

Page 2 of 4

the spring semester. Then with the affirmation vote and signatures of the President of the Academic Senate and Chairperson of the Academic Rank Committee, the application will be sent to the Superintendent/President of the College. With the signature of the Superintendent/President, the application will be submitted to the Board of Trustees for its consideration and action. If the applicant has an objection concerning the consideration of the application, he/she can ask the President of the Senate to be put on the agenda for the next regular scheduled meeting to present his/her case. The merit of the case shall be decided by a simple majority vote of the Senators present at the regularly scheduled meeting.

**MINIMUM CRITERIA FOR ACADEMIC RANK**

• The title of a faculty member shall be INSTRUCTOR, unless his/her preparation and previous experience entitle him/her to higher rank under these regulations.

• The requirement for the rank of ASSISTANT PROFESSOR shall be a minimum of three years of full-time teaching at Rio Hondo College and one of the following:

o Earned Doctorate Degree

o Earned Master's Degree

o Earned Bachelor's Degree and a Community College Instructor

credential in a vocational area in lieu of a Master's Degree and/or "significant prominence."

C. The requirements for rank of ASSOCIATE PROFESSOR shall be the completion of five years of full-time college teaching, including three years at Rio Hondo College, and one of the following:

ii. Earned Doctorate Degree

i.

iii. Forty post-baccalaureate upper-division or higher numbered semester

ii. units including an earned Master's Degree. All units will be accepted except lower division and continuing education units, unless the candidate had received prior approval from the Units Evaluation Committee, as per Section 3.3.7.4 of the Rio Hondo College Faculty Collective Bargaining Agreement.



**ACADEMIC RANK POLICY**

<b>BP No.</b> <b>4245</b>
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Board Adopted: 7/1/65; Rev. 4/24/74; 3/5/75; 12/7/77; 1/10/79; 10/12/88;  
6/8/11

Page 4 of 4

- v. Five years non-academic work experience as determined by each division.

**III. Teaching Experience**

- a. Upon approval of the Academic Rank Committee, two years of full-time credentialed teaching other than college level shall be the equivalent of one year of full-time college teaching with fractions of more than half to be considered as one year.
- b. All terms of teaching (including summer and intersession) will be counted for part-time faculty for the purposes of establishing rank.
- c. No more than one year of service will be counted for each academic year for the purposes of establishing rank (e.g., a faculty member teaching 150% load over two successive academic years will receive credit for two years of service at Rio Hondo College, not three years).

**IV. Significant Prominence**

- a. Evidence of "significant prominence" in a field, major contributions to society, or rank at another college, may substitute as criteria for consideration and appointment to academic rank.
- b. The following criteria shall be used for significant prominence
- i. Professional Achievement
1. Academic and scholarly contributions to the faculty member's profession and field;
  2. Creation, exhibition, performance, or publication in the arts or literature;
  3. Presentations before meetings of scholarly and professional societies;
  4. Receipt of fellowships or other subsidies for pursuit of research or
  4. study in the faculty member's field;
  5. Participation in the activities of scholarly or professional societies
  5. beyond mere membership;
- ii. Contributions to the College
- a.1. Participation in professional activities, including active membership in professional societies and attendance at scholarly meetings;
  - b.2. Contributing to academic governance such as membership participation in the activities of department, school and system committees, and service in administrative capacities above and beyond contractual and paid services;

ACADEMIC RANK POLICY

BP No.  
4245

Board Adopted: 7/1/65; Rev. 4/24/74; 3/5/75; 12/7/77; 1/10/79; 10/12/88;  
6/8/11

Page 5 of 4

- ~~1. Producing and directing events in the performing arts and/or coaching or covering athletic events for the college.~~
- ~~3.~~
- ~~4. Engaging in community service and activity which may draw favorable attention to the faculty member and to the college.~~
- ~~3.~~
- 6.5. Delivering speeches, conducting colloquia, or otherwise conveying information about the faculty member's profession and field to community groups
6. Chairing or directing committee work related to the CTE area not required in contract duties.

ACADEMIC RANK POLICY

<b>BP No. 4245</b>
------------------------

Board Adopted: 7/1/65; Rev. 4/24/74; 3/5/75; 12/7/77; 1/10/79; 10/12/88;  
6/8/11

Page 6 of 4

## OTHER CONSIDERATIONS

— A. Evidence of "significant prominence" in a field, major contributions to society, or rank at another college, may substitute as criteria for consideration and appointment to academic rank. If the faculty member wishes to be considered under this section, he/she must submit all pertinent data to support his/her application by the November 15 deadline. Recommendation for rank under this section shall be an 80% vote of both the Academic Rank Committee and the Academic Senate.

B. Upon approval of the Academic Rank Committee, two years of full-time credentialed teaching other than college level shall be the equivalent of one year of full-time college teaching with fractions of more than half to be considered as one year.

## ACADEMIC RANK COMMITTEE

1. The Committee shall consist of five members of the Academic Senate.
2. The Committee members shall be nominated for a term of two years by the President of the Academic Senate and approved by a simple majority vote of the Academic Senate at a regular scheduled meeting.

3. The committee shall select Committee Chairperson annually.
4. The committee shall meet to consider the applications for Academic Rank

after the verification from the Office of Human Resources. All applications shall be turned over to the President of the Academic Senate no later than the second meeting of the Academic Senate of the Spring semester, to be voted on by the Academic Senate at the next regularly scheduled meeting.

## CRITERIA USED FOR "SIGNIFICANT PROMINENCE"

## 1. PROFESSIONAL ACHIEVEMENT

1. Academic and scholarly contributions to the faculty member's profession and field.
2. Creation, exhibition, performance, or publication in the arts or literature.
3. Presentations before meetings of scholarly and professional societies.
4. Receipt of fellowships or other subsidies for pursuit of research or study in the faculty member's field.



ACADEMIC RANK POLICY

BP No.  
4245

Board Adopted: 7/1/65; Rev. 4/24/74; 3/5/75; 12/7/77; 1/10/79; 10/12/88;  
6/8/11

Page 7 of 4

~~5. Participation in the activities of scholarly or professional societies  
beyond mere membership.~~

~~2. CONTRIBUTIONS TO THE COLLEGE~~

~~1. Participation in professional activities, including active membership in  
professional societies and attendance at scholarly meetings.~~

~~2. Contributing to academic governance such as membership participation  
in the activities of department, school and system committees, and  
service in administrative capacities above and beyond contractual and  
paid services.~~

- ~~4. Producing and directing events in the performing arts  
and/or coaching or covering athletic events for the college.~~
- ~~5. Engaging in community service and activity which may  
draw favorable attention to the faculty member and to the  
college.~~
- ~~6. Delivering speeches, conducting colloquia, or otherwise  
conveying information about the faculty member's  
profession and field to community groups.~~

**RIO HONDO COLLEGE – BOARD OF TRUSTEES  
2018 Calendar of Events – Updated 5/9/18**

<b>JANUARY - 2018</b>	January 1	<b>HOLIDAY – COLLEGE CLOSED</b>	
	January 10	Regular Board Meeting	TEEP in Taiwan
	January 16	<b>HOLIDAY – COLLEGE CLOSED</b>	
	January 24	<b>Board Retreat</b>	<ul style="list-style-type: none"> <li>• Review Board Self-Evaluation Instrument</li> <li>• Mid-year Evaluation of Board Goals</li> <li>• Review Board Ethics Policy</li> <li>• Review Board Protocols</li> <li>• Guided Pathway Update</li> </ul>
	January 26	<b>FLEX DAY</b>	
	January 26-28	<b>CCLC Effective Trusteeship and Board Chair Workshop</b>	<b>Sheraton Grand, Sacramento</b>
	January 28-29	<b>CCLC Annual Legislative Conference</b>	<b>Sheraton Grand, Sacramento</b>
<b>FEBRUARY</b>	February 21	Regular Board Meeting	
	<b>February 11-14</b>	<b>ACCT Legislative Summit</b>	<b>Washington, DC</b>
	February 16-19	<b>HOLIDAY – COLLEGE CLOSED</b>	
<b>MARCH</b>	March 14	Regular Board Meeting	<ul style="list-style-type: none"> <li>• Prop 39 Projects</li> <li>• Tesia</li> </ul>
	March 26-30	<b>SPRING BREAK-COLLEGE CLOSED</b>	
	April 11	Regular Board Meeting	<ul style="list-style-type: none"> <li>• Superintendent/President Evaluation Process &amp; Review of Instrument</li> <li>• Educational Centers</li> </ul>
<b>MAY</b>	May 4-6	<b>CCLC Annual Trustees Conference</b>	<b>Hyatt Regency Valencia</b>

**RIO HONDO COLLEGE – BOARD OF TRUSTEES  
2018 Calendar of Events – Updated 5/9/18**

	May 9	Regular Board Meeting	<ul style="list-style-type: none"> <li>Board receives and completes self-evaluation instrument</li> <li>5-Year Construction Plan</li> </ul>
	May 24	Commencement (6:00 pm)	
	May 28	HOLIDAY – COLLEGE CLOSED	
<b>JUNE</b>	June 4	New Student Trustee Orientation	
	June 13	Regular Board Meeting	<ul style="list-style-type: none"> <li>Student Equity/3SP and Basic Skills Update</li> <li>Tentative Budget</li> </ul>
<b>JULY</b>	July 4	HOLIDAY – COLLEGE CLOSED	
	July 11	Regular Board Meeting	
<b>AUGUST</b>	August 22 (tentative)	Special Board Meeting	<ul style="list-style-type: none"> <li>Campus Climate Survey</li> <li>Board of Trustees Self Evaluation Results</li> <li>Board Goals 2017-18</li> <li>Adopt a School</li> </ul>
	August 8	Regular Board Meeting	
	<b>August 10-13</b>	CCLC Student Trustee Workshop	Hilton, San Francisco Bayfront
	August 17	FLEX Day	
<b>SEPTEMBER</b>	September 3	HOLIDAY – COLLEGE CLOSED	
	September 12	Regular Board Meeting	<ul style="list-style-type: none"> <li>Adopted Budget</li> </ul>
<b>OCTOBER</b>	October 11	Regular Board Meeting	Approval of Board Goals 2017-18
	October 24-27	ACCT Leadership Congress	New York City
<b>NOVEMBER</b>	November 12	HOLIDAY – COLLEGE CLOSED	
	November 14	Regular Board Meeting	3SP/Student Equity & Basic Skills Update

**RIO HONDO COLLEGE – BOARD OF TRUSTEES**  
**2018 Calendar of Events – Updated 5/9/18**

	<b>November 15-17</b>	<b>CCLC Annual Convention</b>	<b>TBD</b>
	November 22-23	<i>HOLIDAY – COLLEGE CLOSED</i>	
<b>DECEMBER</b>	December 12	Regular Board Meeting Annual Organization/Election of Officers	Bond and Financial Audit
	Dec. 25 – Jan 1	Winter Break – College Closed	

10/17

ELECTION OF STUDENT MEMBERSAP No.  
2105

Board Reviewed: 8/12/09; 11/14/12

Page 1 of 1

- I. The Student member ~~Trustee~~ shall be elected by a plurality vote of those voting in a regular election of the student body. **A student may run for no more than one position per election.** All members of the student body may vote. Normally, the election will be conducted during the spring semester and will be completed in time for the student member to take office on June 1.
- II. Districts are mandated to have procedures to recall student trustees and to declare and fill vacancies. The following are suggested as good practice, although other procedures may be used.
- III. The Student Member ~~Trustee~~ may be recalled in an election conducted in the same manner as the election to office. An election will be called upon presentation to the Superintendent/President of a petition signed by at least 20 percent of the students enrolled at the time of filing the petition. No recall election will be held if the petition is received within 30 days of a regularly scheduled election for student member.
- IV. The office shall become vacant if the Student member ~~Trustee~~ becomes ineligible for the office, resigns, is recalled, or dies. Upon notice to the Superintendent/President that a vacancy has occurred, the Superintendent/President shall arrange for a special election that provides for:
  - Notice communicated to the student body of the result of the recall election, if the vacancy has occurred as the result of a recall election, and arrangements for a special election;
  - An application period for students to submit an application to become a candidate for the open position that will be open for at least 5 days on which classes are regularly held;
  - Following such application period, a period of time no less than 10 days upon which classes are regularly held for campaigning, and;
  - Voting for the special election to be concluded within 30 school days following the date upon which the position became vacant.
- V. No special election will be called if the vacancy occurs within 60 days of a regularly scheduled election for student member.
- VI. Reference:  
Education Code Section 72023.5

CEO SELECTION PROCESSAP No.  
2431

Board Reviewed: 10/18/06; 10/3/09

Page 1 of 3

- I. The Board of Trustees is responsible for the hiring of the Superintendent/ President. The Board will establish the calendar and approve the structure of the presidential hiring process. The Board of Trustees will communicate to all those that participate in the selection process to conduct themselves in the highest ethical standards throughout the entire selection process.
- II. The Board of Trustees will establish a selection process for the consultant that ensures the consultant selected reflects the Board's expectations and values.
- III. The Board of Trustees will craft and express a clear statement on the role of the consultant and ensure that this role is clearly communicated to all stakeholders so that this role is clearly understood by all.
- IV. The Board of Trustees will clearly communicate the Board's expectations and values with respect to the hiring process to the members of the search committee before the hiring process begins. All members of the search committee will be provided training prior to the selection process on how to best reach consensus.
- V. The Board of Trustees or designee oversees the development of the Presidential Search Brochure and approves its content.
- VI. The Board of Trustees or designee approves all advertising for the presidential position.
- VII. The Board of Trustees determines the number of representatives from each constituent group. The search consultant will serve as a non-voting chair of the committee.
- VIII. The current composition of the search committee, which is merely a description of what has been used in the past and can be changed by the Board in the future, is as follows:

Faculty  
Classified  
Management/Confidential  
ASB President/Representative  
Community Representatives

The following are not committee members, but serve specific functions in the selection process:

- The Human Resources Officer or designee shall review the composition of the applicant pool to determine if legal requirements relating to Title V, the District's Equal Opportunity Plan, and non-discrimination have been met.

CEO SELECTION PROCESS

<b>AP No.</b> <b>2431</b>
------------------------------

Board Reviewed: 10/18/06; 10/3/09

Page 2 of 3

- An EEO Monitor who is appointed by the Equal Employment/Staff Diversity Officer
- IX. Persons serving on the search committee participate in both the application review and search committee interview phases of the search process. Search committee responsibilities include evaluation of candidate applications, development of interview questions, determination of candidates to be interviewed by the search committee and recommendation of finalists to the Board of Trustees.
- X. The search committee will try to reach consensus on all committee decisions. If the search committee is unable to reach consensus after discussion of an issue, then the majority view of the committee shall prevail.
- XI. Committee members must be willing to give search committee responsibilities their highest priority. To assure equity in the process, attendance at all committee meetings is required.
- XII. The Board of Trustees requires four to six unranked finalists. Before the selection process begins, the Board will specify the minimum number of candidates to be advanced by the committee. The Board of Trustees interviews the finalists and selects and hires the new Superintendent/President.
- XIII. Before the selection process begins, the Board of Trustees will clearly articulate to the members of the committee what options are available to the Board if the number of finalist candidates submitted does not fulfill the required minimum number of candidates as determined above. These options can include:
- ~~Option 1: Ask the committee to forward additional finalists from the pool of candidates already interviewed~~
  - ~~Option 2: Directly interview additional candidates from the candidate pool~~
  - ~~Option 3: Cease the process and begin a new search~~
  - ~~Option 4: Accept the candidate(s) that are forwarded as finalists and proceed~~
  - ~~Option 5: Ask the committee to interview additional candidates from the applicant pool who could potentially become finalists~~
- (Reordered)
- Option 1: Directly interview additional candidates from the candidate pool
  - Option 2: Accept the candidate(s) that are forwarded as finalists and proceed
  - Option 3: Ask the committee to interview additional candidates from the applicant pool who could potentially become finalists

CEO SELECTION PROCESSAP No.  
2431

Board Reviewed: 10/18/06; 10/3/09

Page 3 of 3

- Option 4: Ask the committee to forward additional finalists from the pool of candidates already interviewed
- Option 5: Cease the process and begin a new search
- XIV. The Board will provide an opportunity for the search committee chair to submit a list of candidates along with narratives to the Board which could include the search committee members' reasons for forwarding or not forwarding candidates and perceived strengths and weaknesses of each of the candidates.
- XV. The Board of Trustees requires that a presidential forum be held for the finalists in conjunction with the Board of Trustees interviews. The Board of Trustees determines when the presidential forum is scheduled. The Board determines the structure and date(s) of the forum(s).
- XVI. The Board of Trustees determines the efficacy of a site visit(s) and, if necessary, determines the participants for the visiting team. The Board of Trustees also determines the structure and schedule for the site visit(s).
- XVII. The Board of Trustees will evaluate the effectiveness of the CEO Selection Process and will provide an opportunity to the committee members to submit an evaluation of the selection process.



**COURSE REPETITION**

AP No. 4225
----------------

Board Reviewed 3/10/10; 6/12/13

Page 1 of 3

- I. Course repetition occurs when a student who has previously received an evaluative symbol (A, B, C, D, F, P/NP, W) in a credit course, re-enrolls in that course and receives an evaluative symbol.
- II. Students may be permitted to enroll more than one time in the same credit course if they or the course meets certain criteria. Students will not be permitted to enroll in the same credit course more than three times, except in special circumstances or when the course is designated as repeatable and allows a greater number of repetitions in compliance with current limits established in Title 5.
- III. Course repetition may occur under certain circumstances:
  - A. The course is designated as a "repeatable course" consistent with the requirements of Title 5 §55041. Procedures for "Repeatable Courses" are covered in Administrative Procedure 4227.
  - B. To alleviate substandard work

Students may repeat courses in which substandard grades ("D", "F", "NP") were awarded. A course in which a student grade of a "D" or "F" or "NP" has been recorded may be repeated twice.

Students must complete a "Petition for Course Repetition with Previous Substandard Grade" form available in Admissions and Records in order to remove the effects of the "D" or "F" or "NP" grade from the GPA. When a student repeats a class to alleviate substandard academic work, the previous grade shall be disregarded in the computation of grade point averages.

Students may use course work from any accredited college to replace Rio Hondo College coursework in which a "D" or "F" or "NP" was recorded provided the courses are articulated as being equivalent. (§55042)

Courses designated as "Honors" may be repeated with the non-honors version of the course. (Senate)
  - C. To enroll in a class from which a student has previously withdrawn

Students may repeat courses that result in withdrawal with a "W" symbol being assigned. Students may have a maximum of two withdrawals from a course prior to receiving a grade, excluding military withdrawals. The "W" shall not be used in calculating a student's GPA, but must be used in determining probation and dismissal. (§55024)
  - D. Due to extenuating circumstances

A student may repeat a course when he/she demonstrates that the previous grade was due to extenuating circumstances. Extenuating circumstances are verified cases of illness, accidents or other circumstances beyond the control of the student.

COURSE REPETITIONAP No.  
4225

Board Reviewed: 3/10/10; 6/12/13

Page 2 of 3

Student's wishing to repeat a course due to extenuating circumstances must complete a "Course Repetition with Previous "P/C" Grade or Better" form available in Admissions and Records and submit it with documentation of the extenuating circumstances and appropriate signatures and approvals to Admissions and Records.

A course repeated pursuant to Section D may only be repeated once, but the previous grade may be disregarded in computing the student's GPA. (§55045)

E. Significant lapse of time

Students may repeat a course in which they previously received a satisfactory grade due to a significant lapse of time, comprised of no less than 36 months or as required by specific program mandates. In addition, the District must also have established a recency prerequisite for the course, or an institution of higher education to which the student seeks to transfer must have established a recency requirement that applies to the course. The previous grade may be disregarded in computing the student's GPA. (§55043)

F. Variable unit, open-entry/open-exit courses

Students may enroll in a variable unit open-entry/open-exit course as many times as necessary to complete the entire curriculum of the course. (§55044)

G. Occupational work experience

Students may petition to enroll more than once, even if the student received a satisfactory grade, in an occupational work experience course. The student may not exceed 16 credit hours of cooperative work experience (CWE) or 6 hours of general work experience (GWE) in a given field during the enrollment period. Previous grades shall be included in computing the student's GPA. (§55253)

H. Legally mandated training

Students may re-enroll in courses that are required by statute or regulation as a condition of paid or volunteer employment. The student must certify or document that the course repetition is legally mandated. Previous grades shall be included in computing the student's GPA. (§55040)

I. Special course for students with disabilities

Students may enroll multiple times in classes designated as "special classes" if it is determined that such repetition is required for that person as a

COURSE REPETITION

AP No. 4225
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Board Reviewed: 3/10/10; 6/12/13

Page 3 of 3

disability-related accommodation. The prior grade may be disregarded in computing the student's GPA. (§55040; 56029)

J. Significant change in industry or licensure standards

Students may petition the District to repeat a course as a result of a significant change in industry or licensure standards such that repetition of the course is necessary for employment of licensure. Students must certify or document that there has been a significant change in industry or licensure standards necessitating course repetition. Previous grades shall be included in computing the student's GPA. (§55040)

IV. Enrollments in active participatory courses in physical education, visual arts or performing arts that are related in content are limited to 4 times. This limitation applies even if a student receives a substandard grade or "W" during one or more of the enrollments or petitions for repetition due to extenuating circumstances.

V. When course repetition occurs pursuant to this section, the student's permanent academic record shall clearly indicate any courses repeated using an appropriate symbol and be annotated in such a manner that all work remains legible, insuring a true and complete academic history.

VI. References: Title 5 sections 55000, 55024, 55040-55046, 55253, 56029, 58161

ACADEMIC RANK PROCEDUREAP No.  
4245

Board Reviewed: NEW (Senate)

Page 1 of 1

- I. The Academic Rank Committee shall select a chair annually.
- II. Applications for advancement in academic rank, along with all pertinent supporting data, shall be sent to the Academic Rank Committee by November 15 of the academic year faculty members wish to be considered for advancement. The Academic Rank Committee shall forward the applications to Human Resources for verification that applicants have met the minimum requirements and are qualified for the academic rank for which they applied. The Academic Rank Committee will submit the verified degrees, units, and employment history to the President of the Academic Senate to be put on the Academic Senate agenda for a vote.
- III. A simple majority vote is required for approval of academic rank for faculty applying for advancement.
- IV. With the affirmation vote and signatures of the President of the Academic Senate and Chairperson of the Academic Rank Committee, the applications will be sent to the Superintendent/President. With the consent of the Superintendent/ President, the applications will be submitted to the Board of Trustees for its consideration and action. Any applicants who have objections concerning the consideration of an application, can ask the President of the Senate to be put on the agenda for the next regular scheduled meeting to present their cases. The merit of the cases shall be decided by a simple majority vote of the Senators present at the regularly scheduled meeting.



**RIO HONDO COMMUNITY COLLEGE DISTRICT  
REGULAR MEETING OF THE BOARD OF TRUSTEES  
MINUTES – WEDNESDAY, June 13, 2018, 6:00 P.M.**

**Location:** Rio Hondo College Board Room  
3600 Workman Mill Road, Whittier CA 90601

**Members Present:**  
Ms. Madeline Shapiro, President  
Ms. Vicky Santana, Vice President  
Ms. Mary Ann Pacheco, Clerk (*arrived 6:48 p.m.*)  
Ms. Norma E. Garcia  
Mr. Gary Mendez, Member  
Ms. Diana Laureano, Student Trustee

**Members Absent:** None

**Staff Members:**  
Ms. Teresa Dreyfuss, Superintendent/President  
Dr. Laura Ramirez, Vice President Academic Affairs  
Mr. Henry Gee, Vice President Student Services  
Mr. Yulian Ligioso, Vice President, Finance and Business  
Ms. Michelle Bean, Academic Senate President  
Ms. Jill Pfeiffer, RHCFA President  
Ms. Sandra Rivera, CSEA President  
Ms. Angie P. Tomasich (Recorder)

**I. CALL TO ORDER**

**A. Call to Order**

Ms. Shapiro called the meeting to order at 6:08 p.m.

**B. Pledge of Allegiance**

Diana Laureano led the Pledge of Allegiance.

**C. Roll Call**

All Board members were reported present with the exception of Mary Ann Pacheco, who later arrived at 7:48 p.m.

**D. Approval of Minutes:**

52. On motion of Ms. Garcia, seconded by Mr. Mendez, the Board voted unanimously by vote of the four members present (Garcia, Mendez, Santana, and Shapiro] to approve the minutes of May 9, 2018.

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**BOARD OF TRUSTEES:** Gary Mendez, Vicky Santana, Norma Edith García, Mary Ann Pacheco, Madeline Shapiro, Diana Laureano, Student Trustee

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**E. Oath of Office - Student Trustee (Diana Laureano)**

Ms. Shapiro administered the oath for the office of Student Trustee to Diana Laureano

**G. Commendations – moved out of order**

53. On motion of Mr. Mendez, seconded by Ms. Santana, the Board voted unanimously by vote of the four members present (Garcia, Mendez, Santana, and Shapiro] to move the Commendations out of order.

**Student Trustee Advisory Vote was aye.**

- **Mary Louise Labrucherie** (*Superintendent Valle Lindo School District*)
- **Distinguished Service Award** (*Ricardo Perez*)
- **El Paisano** (*Wendy Carrera*)
- **Forensics and Speech** (*Grant Tovmasian*)
- **Classified Retiree** (*Eva Menchaca*)

**F. Open Communication for Public Comment**

Board President Shapiro stated the following:

“I see that the majority of people that want to speak before the Board tonight wish to speak about one particular topic. As the President of the Board, I was informed shortly after weapon was found on campus and have remained informed of the processes being followed all along. In speaking on behalf of the Board of Trustees, we want you to know that we are committed to providing a safe and secure place for our students to learn and our employees to work. As a Board we will continue to work with the administration to follow policies and procedures that will keep Rio Hondo College safe.

To that end, the topic of discipline is on the closed session agenda tonight, and the Board will be providing directions to staff. This item is a personnel matter, and because of that, I am not able to tell you more at this time.

I know there are many anxious and fearful feelings being experienced since the incident, but I want you to know that the Board of Trustees and the administration care deeply about the wellbeing of students and employees at Rio Hondo College.”

Shavon Morishita, Ruth Rodriguez, Sandra Rivera and Heng Lim addressed the Board on the Campus Food Services Issue and the recent Campus Incident and expressed their concern with Campus Safety.

Mohammed Rassmy addressed the board regarding the recent Campus Incident, in favor of Mr. Kummerman.

Lisa Sandoval address the board in that anyone speaking during Public Comment, should not be afraid of retaliation.

**H. Presentations**

- **Student Equity/3SP and Basic Skills Update** (*Dr. Mike Munoz*)

- **Tentative Budget** (*Teresa Dreyfuss / Yulian Ligioso*)

## II. CONSENT AGENDA

54. On motion of Mr. Mendez, seconded by Student Trustee Laureano, the Board voted unanimously by vote of the four members present (Garcia, Mendez, Santana, and Shapiro) to approve the following Consent Agenda.

**Student Trustee Advisory Vote was aye.**

**Ms. Pacheco arrived at this point of the meeting**

### A. FINANCE & BUSINESS

#### 1. Finance and Business Reports

- a. **Purchase Order Report** – Approved Purchase Order Report containing purchases for the preceding month.
- b. **Payroll Warrant Report** – Approved the payroll Warrant Report for the month of May 2018

#### 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:

Michelle Andrade, to participate at the North American Reggio Emilia Alliance (NAREA) Conference in Boston, MA on June 28-30, 2018.

Marius Dornean, to participate at the Automotive Service Excellence (ASE) Instructor Training Conference in Frisco, TX on July 23-27, 2018.

Shin Liu, to participate at the Student Study Abroad in New Taipei City, New Taipei, Taiwan, on July 6-17, 2018.

Michaela Brehm and Joseph Rhee, to participate at the NSF ATE STEM Proposal Development Workshop Ashland, Ohio, on June 3-6, 2018.

Michelle Pitalli, to participate at the Instructurecon in Keystone, CO, on July 24-28, 2018

Rudy Rios, Gita Runkle, and Brenda Harlow, to participate at the 2018 Community College Cyber Summit, in Portland, OR, on August 1-4, 2018.

#### 3. Approval of the 2020-2021 Five-Year-Capital Construction Plan

The Administrative Staff has updated the District's 2020/2021 Five-Year Capital Construction Plan ("Plan"). The Plan provides a perspective for the academic years 2020-2021 to 2024-2025 and includes projects that

the District proposes to undertake as part of its Capital Construction Program. The Plan is a required component, and prerequisite for securing state funding for certain construction projects, and the basis for qualifying for maintenance and operations monies.

Approval by the Board is being requested so that documents can be formally submitted to the California Community Colleges Chancellor's Office and/or other appropriate state agencies.

The Board of Trustees approved the 2020/2021 Five-Year Capital Construction Plan and authorized the Administration to execute the appropriate documents on behalf of the District.

4. **Acceptance of Donation: Self Contained Breathing Apparatus - Orange County Fire Department**

The Orange County Fire Department has offered to donate 88 units of used AP 50 SCBA's (Self Contained Breathing Apparatus) with estimated value of \$45,000.00 to support firefighting training at Rio Hondo Fire Academy.

The Board of Trustees accepted the donation of 88 units of used AP 50 SCBA's from Orange County Fire Department and authorized the Administration to execute appropriate documents on behalf of the District.

5. **Approve Memorandum of Understanding (MOU): Analysis of Text Messaging Platform – University of California, Los Angeles Campus (UCLA) on behalf of Higher Education Research Institute (HERI)**

Rio Hondo Community College (RHCC) would like to have an MOU with University of California, Los Angeles Campus (UCLA) on behalf of Higher Education Research Institute (HERI) to collaborate and conduct a research project to implement and assess the effectiveness of a text messaging platform. The project will provide recommendations to RHCC leaders regarding the best practices to maximize the potential of text messaging for facilitating the success of community college students in applying for, receiving, and managing their financial aid process.

Term is from June 14, 2018 through September 30, 2019

The Board of Trustees approved the MOU with UCLA on behalf of HERI and authorized the Administration to execute the appropriate documents on behalf of the District.

6. **Auxiliary Services Organization Board of Directors – 2018-2019**

At the end of each fiscal year, it's necessary to update the Auxiliary Services Organizations (ASO) Board of Directors for the next fiscal year. ASO Board Members meet several times during the year on an as



needed basis to review ASO budget additions, budget changes, revenue and expenditures projections and to discuss student life.

The following are the members of the ASO Board for 2018-2019.

<u>Name</u>	<u>Position</u>
Bianca Urquidi	Advisor, Athletics
Steve Hebert	Dean, Kinesiology, Dance & Athletics
Alyson Cartagena	Advisor, Dance
Mike Slavich	Dean, Career & Technical Education Instructional Operations
Grant Linsell	Dean, Arts & Culture Programs
Robert Miller	Advisor, Cultural Events / Art Gallery
Bill Korf	Advisor, Theatre
TBD	Advisor, Music
Steve Tomory	Applied Technology
Mark Yokoyama	Dean, Public Safety
Alice Mecom	Dean, Communication and Languages
Tom Callinan	Advisor, Writes of Spring
Jim Matthis	Advisor, Rivers Voice
Wendy Carrera	Advisor, El Paisano
Grant Tovmasian	Advisor, Forensics
Shaina Phillips	Director of Student Life & Leadership
TBD	Advisor, VICA
Yulian Ligioso	Vice President, Finance & Business
Stephen Kibui	Director of Accounting
Mel Mueller	Advisor, Pistol Team
Matthew Mangoba	AS President
Arlette Raigosa	AS Vice President
Diana Lopez	AS Treasurer

The Board of Trustees approved the members of the Auxiliary Services Board of Directors for the 2018/2019 school year as shown above.

7. **Approve Extension of Memorandum of Understandings (MOUs) in Support of SB 1070 Career Pathways Program Grant FY 2018-2019**

Rio Hondo College was awarded a grant (SB 1070 Career Pathways Program Grant) by the Chancellors' Office of the California Community College that provides technical assistance and financial support to other colleges.

On July 12, 2017, the Board of Trustees approved the agenda (II.A.14) for award of mini grants in the amount of \$17,000.00 each to (1) Cerritos CCD, (2) Citrus CCD, (3) Compton CCD, (4) El Camino CCD, (5) Glendale CCD, (6) Long Beach City CCD and (7) Santa Monica CCD; to provide staff development, conference attendance and meeting expenses to support the work of the Career Pathway Specialist at each of the colleges with term from July 13, 2017 through June 30, 2018.

The requested extension of the MOUs will extend the term through December 30, 2018.

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.

**8. Surplus Property – IT Department**

The IT Department has identified the following equipment that has been taken out of service and is no longer needed for the operation of the department.

Model	Vendor	Serial #
3M	magnetic media	213
Apple	iMac	9852
Apple	iMac	9885
DELL	Precision	11848
DELL	optiplex 745	11225
DELL	optiplex 745	10780
DELL	optiplex 745	10776
DELL	optiplex 745	10788
DELL	optiplex 745	13150
DELL	optiplex 745	105536
DELL	optiplex 745	10532
DELL	optiplex 745	10537
DELL	optiplex 745	10534
DELL	optiplex 745	10529
DELL	optiplex 745	10531
DELL	optiplex 745	10535
DELL	optiplex 745	13177
DELL	optiplex 745	13219
DELL	optiplex 745	12555
DELL	optiplex 745	10524
DELL	optiplex 755	11113
DELL	optiplex 755	10997
DELL	optiplex 755	11115
DELL	optiplex 755	11112
DELL	Latitude D505	9613
DELL	optiplex 755	374
DELL	optiplex745	13154
DELL	optiplex 755	11034
DELL	optiplex 745	13155
DELL	optiplex 755	373
DELL	optiplex 745	208
DELL	optiplex 745	DKXRW01
DELL	optiplex 745	10499

DELL	optiplex 745	13230
DELL	optiplex 745	10543
DELL	optiplex 755	235
DELL	optiplex 755	342
DELL	optiplex 755	10996
DELL	optiplex 755	10962
DELL	optiplex 760	622
DELL	optiplex 760	610
DELL	optiplex 760	602
DELL	optiplex 745	237
DELL	optiplex 760	517
DELL	optiplex 760	459
DELL	optiplex 760	503
DELL	optiplex 980	11640
DELL	optiplex 755	138
DELL	optiplex 755	194
DELL	optiplex 755	11030
DELL	optiplex 755	10996
DELL	optiplex 755	9k0blk1
DELL	optiplex 755	5vtzrh1
DELL	optiplex 745	10267
DELL	optiplex 745	10546
DELL	optiplex 745	10560
DELL	Optiplex 620	1983w81
DELL	Optiplex 620	9yd5w81
DELL	Latitude	3637
DELL	Optiplex	11980
DELL	Optiplex 755	205
DELL	Optiplex 755	346
DELL	Optiplex 755	11102
HP PRINTER	OFFICEJET J5780	CN76MCFOCC
HP PRINTER	hp-l3550h	19508
HP PRINTER	2562C	60
HP PRINTER	laserjet 4P	4878
HP PRINTER	laserjet 5P	2827
HP PRINTER	laserjet 6P	176
HP PRINTER		4100 3994
HP PRINTER		4050 2168
HP PRINTER		4200 8835
Lenovo	M81	mjgtrvw
Lenovo	M82	1379
Lenovo	M82	1391
Overhead Projector	3M	191214
Overhead Projector	2900 buhl	2356

Panafax	UF-550	2753
Panasonic Fax machine	UF-585	1990900725
Quasar	VV-1309	E9aa36265

Education Code Section 81452 states that if the board, by a unanimous vote of those members present, finds that the property is of insufficient value to defray the costs of arranging a sale, the property may be disposed of in the local public dump on order of any employee of the district empowered for that purpose by the board.

The Board of Trustees, determined that the above referenced property is surplus and of insufficient value to defray the cost of arranging a sale, or it may be disposed of in the local public dump on order of any employee of the District empowered for that purpose by the Board.

**9. Extension of Grant: SB 1402 Deputy Sector Navigator (DSN) Energy Efficiency and Utilities Los Angeles County Grant No. 17-156-003: California Community College Chancellor's Office Workforce and Economic Grants Division**

On June 14, 2017, the Board of Trustees approved the agenda (item II.A.20) for renewal of grant funding for Deputy Sector Navigator (DSN) Energy Efficiency and Utilities Los Angeles County Grant No. 17-156-003 from the California Community College Chancellor's Office Workforce and Economic Grants Division. Total amount of Grant is \$200,000 for the term July 1, 2017 through June 30, 2018.

The California Community College Chancellor's Office Workforce and Economic Grants Division has given notice that it is extending the term for SB 1402 Deputy Sector Navigator (DSN) Energy Efficiency and Utilities Los Angeles County Grant No. 17-156-003 through October 31, 2018 and with additional augmentation of \$70,000.00.

Total amount of Grant is \$270,000.00 (\$200,000.00 + \$70,000.00).

The Board of Trustees approved the extension of SB 1402 Deputy Sector Navigator (DSN) Energy Efficiency and Utilities Los Angeles County Grant No. 17-156-003 from the California Community Colleges Chancellor's Office as summarized above and authorized the Administration to execute the appropriate documents on behalf of the District.

**10. Extension of Grant: SB 1070 Career Pathways Grant No. 17-164-005 California Community College Chancellor's Office Workforce and Economic Grants Division**

On June 14, 2017, the Board of Trustees approve the agenda (item II.A.20) for renewal of grant funding for the SB 1070 Career Pathways Grant No. 17-164-005 from the California Community College Chancellor's Office Workforce and Economic Grants Division. The term

is from July 1, 2017 through June 30, 2018.

The California Community College Chancellor's Office Workforce and Economic Grants Division has given notice that it is extending the term for SB 1070 Career Pathways Grant No. 17-164-005 through December 30, 2018.

The Board of Trustees approved the extension of SB 1070 Career Pathways Grant No. 17-164-005 from the California Community Colleges Chancellor's Office as summarized above and authorized the Administration to execute the appropriate documents on behalf of the District.

**11. Ratification of Amended Agreement Number 17112311 A1: Law Enforcement Driving Simulator (LEDS) and/or Force Option Simulator (FOS) Course – Commission on Peace Officer Standards and Training (POST)**

On July 12, 2017, the Board of Trustees approved the agenda (item II.A.10) to have an Agreement (Agreement Number 17112311) with the Commission of Peace Officer Standards and Training (POST) to provide four (4) hour Law Enforcement Driving Simulator (LEDS) and/or Force Option Simulator (FOS) Course for up to 1,300 students at a not to exceed amount of \$143,000.00 (\$110 per student X 1,300).

The Department of Public Safety is requesting ratification of Amended Agreement Number 17112311 A1 to have the following changes:

1. Not to Exceed Amount is amended from \$143,000.00 to \$165,000.00.
2. Number of students is amended from 1,300 to 1,500.

The Board of Trustees ratified Amended Agreement Number 17112311 A1 with POST in the amount not to exceed \$165,000.00 and authorized the Administration to execute the appropriate documents on behalf of the District.

**12. Approve Vehicle Donation: Carley Mitchell**

Carley Mitchell has offered to donate a 2012 Toyota Camry sedan vehicle to Rio Hondo College Automotive Technology Department. This vehicle will be used for training purposes for Automotive Technology curriculum/courses.

<u>Year</u>	<u>Model</u>	<u>VIN</u>	<u>Mileage</u>
2012	Toyota Camry	4T1BE32KX2U508932	298,218

Kelly Blue Book estimates the value of this vehicle between trade-in value of \$4,000.00.

The Board of Trustees accepted donation of the 2012 Toyota Camry Sedan for use and training at the Rio Hondo College Automotive Technology Department.

**13. Approve Vehicle Donation: Richard Vincent**

Richard Vincent has offered to donate a 2002 Honda Civic sedan vehicle to Rio Hondo College Automotive Technology Department. This vehicle will be used for training purposes for Automotive Technology curriculum/courses.

<u>Year</u>	<u>Model</u>	<u>VIN</u>	<u>Mileage</u>
2002	Honda Civic	2HGES15142H601743	330,354

Kelly Blue Book estimates the value of this vehicle between trade-in value of \$1,800.00.

The Board of Trustees accepted donation of the 2002 Honda Civic Sedan for use and training at the Rio Hondo College Automotive Technology Department.

**14. Approve Vehicle Donation: Derrick Mitchell**

Derrick Mitchell has offered to donate a 2006 Honda Civic Hybrid sedan vehicle to Rio Hondo College Automotive Technology Department. This vehicle will be used for training purposes for Automotive Technology curriculum/courses.

<u>Year</u>	<u>Model</u>	<u>VIN</u>	<u>Mileage</u>
2006	Honda Civic Hybrid	JHMFA36276S005693	264,884

Kelly Blue Book estimates the value of this vehicle between trade-in value of \$4,000.00.

The Board of Trustees accepted donation of the 2006 Honda Civic Hybrid Sedan for use and training at the Rio Hondo College Automotive Technology Department.

**15. Campus Inn Renovations – Precision Painting California, Inc.**

Additional space use is in need in the Campus Inn, the existing space that once was utilized to serve food is now needing to be remodeled for additional swing space. Precision Painting provided a proposal in the amount of \$8,900.00, to repaint the entire existing food serving area that was once used to serve food when the Campus Inn was in use for providing food services to the college.

The Program Management Team and Rio Hondo staff has reviewed the

proposal and concluded the cost proposal from Precision Painting is adequate to complete the necessary work in the amount not to exceed \$8,900.00.

The Board of Trustees approved the proposal for the Campus Inn Renovations from Precision Painting California, Inc. in the amount of \$8,900.00 from Bond Funds and authorized the Administration to execute appropriate documents on behalf of the District.

**16. Testing Lab Inspection Services – AJ Annex Beam Replacement Project – Wood Environmental & Infrastructure Solutions, Inc. (Formerly AMEC Foster Wheeler)**

Testing Services are required by the Division of the State Architect (DSA) to verify that materials used in the building process are adequate, such as the structural strength of concrete, tensile properties (bending, racking and deflection) of steel, and the adhesive qualities of bonding agents.

Wood Environment & Infrastructure Solutions, Inc. Inc. has provided a proposal for Testing Lab Inspection services for the AJ Annex Beam Replacement Project in the amount not to exceed of \$45,580.00. The proposal has been reviewed by the Program Management staff and the College Administration and recommend Wood Environment & Solutions, Inc. proposal for Board Approval.

The Board of Trustees approved the proposal for the Testing Lab Inspection Services from Wood Environment & Solutions, Inc. (Formerly AMEC Foster Wheeler) in the amount of \$45,580.00 for the AJ Annex Beam Replacement Project from Schedule Maintenance Funds and authorized the Administration to execute appropriate documents on behalf of the District.

**17. Approve Memorandum of Understanding (MOU) Revenue Agreement – ESL and Citizenship Classes: South Whittier School District**

The Continuing Education Department would like to have an MOU with South Whittier School District to partner in helping adult students continue their journey of lifelong learning by attending continued education courses, such as, English As A Second Language (ESL) and Citizenship Classes on South Whittier School District Campuses.

Term is from July 1, 2018 through June 30, 2021.

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

18. **Approve Contract No. CCCP18010 - Out-Of-Classroom Coordination Services - County of Los Angeles Department of Public Social Services**

The County of Los Angeles Department of Public Social Services (DPSS) has issued their Contract No. CCCP18010 for the Rio Hondo Community College District CalWORKs Program to provide Out-of-Classroom Coordination Services to eligible CalWORKs recipients.

The Rio Hondo College CalWORKs program assists students in completing all DPSS required documentation and complying with federal, state, and county policies and regulations. In addition, the CalWORKs program assists students with the completion of their approved educational program so that they can obtain employment and achieve economic self-sufficiency.

Contract term is July 1, 2018 through June 30, 2021 (3-years) for the amount of \$222,000.00 (\$74,000.00 X 3 years).

The Board of Trustees approved the Contract with DPSS as presented above and authorized Administration to execute the appropriate documents on behalf of the District.

19. **"L" Tower Seismic Upgrade Project – Hazardous Material Removal Monitoring Services – National ECON Corporation**

The L Tower is currently being upgraded for a seismic upgrade. Prior to construction, a survey of existing building conditions was created to identify any potential hazardous materials that may be disturbed during construction or that require special handling and disposal.

Program Management received proposals from two Environmental consultants, National Econ Corporation and Wood Environment & Infrastructure Solutions Inc. to monitor the removal of hazardous materials, to assure the contractor has properly removed and disposed of all hazardous material according to Air Quality Management District requirements. The following are the cost proposals results received;

National Econ Corporation \$30,547.50

Wood Environment & Infrastructure Solutions Inc. \$87,940

The proposals have been reviewed by the Program Management staff and the College administration and has deemed the proposal from National Econ Corporation in the amount not to exceed of \$30,547.50 to be acceptable for conducting a Hazardous Materials Monitoring Services.

The Board of Trustees approves the proposal for \$30,547.50 from National Econ Corporation for Hazardous Material Removal Monitoring Services for the "L" Tower from State/Bond Funds and authorized



Administration to execute the appropriate documents on behalf of the District.

**20. Approve Household Hazardous and Electronic Waste Collection Program Siting Liability Agreement – County of Los Angeles and County Sanitation District No. 2 of Los Angeles County**

The County of Los Angeles (County) and the County Sanitation District No. 2 of Los Angeles County (Sanitation District) is co-sponsoring a Household Hazardous and Electronic Waste Collection Event (Roundup) to provide Los Angeles County residents an environmentally safe means and place to dispose of household hazardous waste and electronic waste.

Rio Hondo College is supporting this worthwhile project by offering the use of Parking Lot “A” for the Roundup, which is scheduled for August 11, 2018.

The Board of Trustees approved the Agreement with County and Sanitation District for the Roundup and authorized the Administration to sign the appropriate documents on behalf of the District.

**21. Reject All Bids for Bid #2063 AJ Annex Refurbishment of the Administration Building Project**

On April 30, 2018 and May 7, 2018 Bid #2063 AJ Annex Refurbishment of the Refurbishment of the Administration Building Project was advertised to submit Construction Bid in the Pasadena Star News, San Gabriel Valley Tribune and the Whittier Daily News. The bid was posted on the college webpage.

On May 10, 2018, the Program Management Team and Rio Hondo Staff conducted a mandatory information meeting and job walk for Bid #2063. Ten (10) contractors attended the meeting and job walk. Bids for the AJ Annex Refurbishment of the Administration Building Project were received and opened on Friday, May 25 2018 at 11:00 a.m. A total of three (3) bids were received. The results are posted below:

<u>Name</u>	<u>Base Bid</u>
Cal Tec Corporation Westminster, CA	\$465,000.00
GDL Best Contractors, Inc.	\$785,000.00
Fast Track Construction Corporation Culver City, CA	\$595,000.00

Bids received were well over the estimated budget amount. At this time, a recommendation to reject all bids, which will allow for the project to be rebid at a later time.

The Board of Trustees rejected all Bid proposals for Bid #2063 AJ Annex Refurbishment of the Administration Building Project and authorized the Administration to execute appropriate documents on behalf of the District from Bond funds.

**22. Award Bid #2062 Prop 39 HVAC Modernization Project – Key Air**

On March 23, 2018 and March 30, 2018 Bid #2062 Prop 39 HVAC Modernization Project was advertised to submit Construction Bids in the Pasadena Star News, San Gabriel Valley Tribune and the Whittier Daily News. The bid was posted on the college webpage.

On April 6, 2018, the Program Management Team and Rio Hondo Staff conducted a mandatory information meeting and job walk for Bid #2062. Nineteen (19) contractors attended the meeting and job walk. Bids for the Prop 39 HVAC Modernization Project were received and opened on Friday, May 25, 2018 at 10:00 a.m. A total of Four (4) bids were received. The results are posted below:

<u>Name</u>	<u>Base Bid</u>
Key Air Santa Fe Springs, CA	\$1,715,675
AP Construction Van Nuys, CA	\$2,944,100
Fast-Track Construction Culver City, CA	\$3,500,000
Minco Construction Gardena, CA	Withdrew Bid

The Bid received from Key Air is deemed to be the lowest responsive and responsible bidder as the General Contractor for this project in the amount of \$1,715,675.

The Board of Trustees approved the Bid proposal for the Prop 39 HVAC Modernization Project from Key Air, in the amount of \$1,715,675.00 from Prop 39, SCE Incentive and Capital Project Funds and authorized the Administration to execute appropriate documents on behalf of the District.

**23. Amendment No. 2: Campus Security and Tram Driver Services – U.S. Security Services**

On January 8, 2015, the Board of Trustees approved the agenda for the award of Bid No. 2040 – Campus Security and Tram Driver Services to U.S. Security Associates with a not to exceed amount of \$463,710.52 per year to be paid from General/Parking Funds (Item II.A.34).

On June 14, 2017, the Board of Trustees approved the agenda for Amendment No. 1 to adjust the fee schedule to comply with the Los Angeles County Code Chapter 8.100.040 Minimum Wage Increase; and cost not to exceed \$573,000.00 per year to be paid from General/Parking Funds (Item II.A.14).

Amendment No. 2 is issued to cover required services up to end of the 2017-2018 fiscal year; and cost not to exceed \$620,000.00 per year to be paid from General/Parking Funds. See breakdown below:

Original Annual Contract Amount:	\$463,710.52
Amendment No. 1:	\$109,289.48
Amendment No. 2:	\$ 47,000.00
Total Annual Contract Amount:	\$620,000.00

The Board of Trustees approved Amendment No. 2 of the Campus Security and Tram Driver Services Agreement with U.S. Security Associates with cost not to exceed \$620,000.00 per year and to be paid from General/Parking Funds and authorized the Administration to execute the appropriate documents on behalf of the District.

**24. Continuing Education**

- a. Sari Cantero – To provide students with template, supplies and instructions on how to create cardstock paper roses. Students will also learn how to create the perfect decoration for parties or home décor. Dates of service: July 12, 2018 – June 30, 2019. Payment will be split 60% to Rio Hondo College and 40% to the consultant.

**25. Consultants**

- a. Jeffrey Paul Anderson – To participate monthly to examine curriculum and instructional practices and partnerships as well as data on students' placement, persistence and completion. Openly share knowledge and experience, collaborate with other faculty to develop and implement regional student success strategies. Develop mechanisms for aligning Math and English curricula between High School, Community College and 4-year educational institutions. Dates of service: June 14, 2018 – June 30, 2019. Cost not to exceed \$4,000.00 from Basic Skills Pilot Partnership Grant.
- b. Jennifer Berry – To participate monthly to examine curriculum and instructional practices and partnerships as well as data on students' placement, persistence and completion. Openly share knowledge and experience, collaborate with other faculty to develop and implement regional student success strategies. Develop mechanisms for aligning Math and English curricula between High School, Community College and 4-year educational institutions. Dates of service: June 14, 2018 – June 30, 2019. Cost not to exceed \$4,000.00 from Basic Skills Pilot Partnership Grant.

- c. Jennifer Conforti – To participate monthly to examine curriculum and instructional practices and partnerships as well as data on students' placement, persistence and completion. Openly share knowledge and experience, collaborate with other faculty to develop and implement regional student success strategies. Develop mechanisms for aligning Math and English curricula between High School, Community College and 4-year educational institutions. Dates of service: June 14, 2018 – June 30, 2019. Cost not to exceed \$4,000.00 from Basic Skills Pilot Partnership Grant.
- d. Tim Duong – To participate monthly to examine curriculum and instructional practices and partnerships as well as data on students' placement, persistence and completion. Openly share knowledge and experience, collaborate with other faculty to develop and implement regional student success strategies. Develop mechanisms for aligning Math and English curricula between High School, Community College and 4-year educational institutions. Dates of service: June 14, 2018 – June 30, 2019. Cost not to exceed \$4,000.00 from Basic Skills Pilot Partnership Grant.
- e. Daniel Esquerra – To participate monthly to examine curriculum and instructional practices and partnerships as well as data on students' placement, persistence and completion. Openly share knowledge and experience, collaborate with other faculty to develop and implement regional student success strategies. Develop mechanisms for aligning Math and English curricula between High School, Community College and 4-year educational institutions. Dates of service: June 14, 2018 – June 30, 2019. Cost not to exceed \$4,000.00 from Basic Skills Pilot Partnership Grant.
- f. Steve Francis – To participate monthly to examine curriculum and instructional practices and partnerships as well as data on students' placement, persistence and completion. Openly share knowledge and experience, collaborate with other faculty to develop and implement regional student success strategies. Develop mechanisms for aligning Math and English curricula between High School, Community College and 4-year educational institutions. Dates of service: June 14, 2018 – June 30, 2019. Cost not to exceed \$4,000.00 from Basic Skills Pilot Partnership Grant.
- g. Justin Lim – To participate monthly to examine curriculum and instructional practices and partnerships as well as data on students' placement, persistence and completion. Openly share knowledge and experience, collaborate with other faculty to develop and implement regional student success strategies. Develop mechanisms for aligning Math and English curricula between High School, Community College and 4-year educational institutions. Dates of service: June 14, 2018 – June 30, 2019. Cost not to exceed \$4,000.00 from Basic Skills Pilot Partnership Grant.
- h. Gonzaga Mendez – To participate monthly to examine curriculum and instructional practices and partnerships as well as data on students' placement, persistence and completion. Openly share knowledge and experience, collaborate with other faculty to develop and implement regional student success strategies. Develop mechanisms for aligning

Math and English curricula between High School, Community College and 4-year educational institutions. Dates of service: June 14, 2018 – June 30, 2019. Cost not to exceed \$4,000.00 from Basic Skills Pilot Partnership Grant.

- i. Education Strategic Planning – To implement the goals and objectives of Strong Workforce Regional Grant for the LA Ring colleges. This includes implementation of policies and procedures related to Articulation of courses, Dual Enrollment, Industry Certification, Career Pathways and expand alignment with HSs, ROPs, and Adult Ed in the region. Dates of service: July 1, 2018 – June 30, 2019. Cost not to exceed \$120,000.00 from Strong Workforce Regional Grant.
- j. Belal Saadeh – To develop and present the OR component of a perioperative course for licensed nurses interested in OR as a specialty in nursing. Dates of service: July 7 – August 25, 2018. Cost not to exceed \$15,000.00 from Strong Workforce Health Sector Career Pathway Project.
- k. Gabriel Solorio – To serve as a facilitator to one of the Health Science modules during the CTE Summer Academy. Dates of service: July 9 – August 3, 2018. Cost not to exceed \$1,500.00 from Strong Workforce Regional Career Pathways Grant.
- l. Milton Randle – To provide transfer and assistance in the establishment of an Industry Council. Original contract with amount of \$2,500.00 and term of 3/9/2017 to 5/25/2017. Dates of service: July 1, 2018 – June 30, 2019. Cost not to exceed \$8,125.00 from MESA Grant.
- m. Jose Millan, Jr. – To facilitate Architecture/Engineering Design Drafting modules during the 2018 CTE Summer Academy. Dates of service: July 13 – July 20, 2018. Cost not to exceed \$1,500.00 from Deputy Sector Navigator Energy Grant.
- n. Juan Felipe Alvarez – To present/instruct trainings/workshops/ classes to youth in the Youth Empowerment Strategies for Success (YESS-ILP) Program on various life skills topics such as Education/College, daily living, financial literacy, employment, financial aid; taking care of yourself; mental health issues; as well as other specialized topics in foster care and independent living. Translation services in Spanish as needed. Dates of service: July 1, 2018 – June 30, 2019. Cost not to exceed \$2,000.00 from Youth Empowerment Strategies for Success (YESS-ILP) Grant.
- o. Juan Felipe Alvarez – To present/train Foster and Kinship Care Education Trainings/workshops/classes in English and Spanish on various topics such as : D-Rate Pre-Service, Sexual Abuse, Active Parenting; AB12; Cultural Diversity & Identity; Bullying; Grief & Loss; LGBTQ Youth in Foster Care; Discipline; Attachment Parenting; Teen Pregnancy Prevention; Reactive Attachment Disorder (RAD); Special Education (IEP); Caring for Children who Have Experienced Trauma; as well as other specialized topics in foster care and parenting and class/curriculum translation services as needed. Dates of service: July 1, 2018 – June 30, 2019. Cost not to exceed \$3,000.00 from Foster Kinship Care Education (FKCE) Grant.

- p. Carlos Alvidrez – To present/train/provide American Red Cross Adult/Infant/Child CPR & First Aid Certification as well as other specialized topics in Foster Care. Dates of service: July 1, 2018 – June 30, 2019. Cost not to exceed \$1,000.00 from FKCE Grant.
- q. Maria Dolores Alvidrez – To present/train/facilitate/recruit Foster and Kinship Care Education Trainings/workshops/classes on various topics in English/Spanish such as: D-Rate Pre-Service; F-Rate Pre-Service; Recognizing Abuse; Preventing and Managing Allegations; AB12 Extended Foster Care; Cultural Diversity & Identity; Bullying; Grief & Loss; Gangs 101: Chemical and Substance Abuse; Behavior Management/Modification; Attachment Parenting; Conflict Management; Working with the System; Working with Birth Parents; Teen Pregnancy Prevention; Special Education (IEP); Caring for Children who Have Experienced Trauma; Permanency Planning; Caring for Young Adults; as well as other specialized topics in foster/care/parenting and class/Curriculum translations as needed. Dates of service: July 1, 2018 – June 30, 2019. Cost not to exceed \$10,000.00 from FKCE Grant.
- r. Virginia Carol Baker – To present/train Foster and Kinship Care Education Trainings/workshops/classes on topics such as: D-Rate Pre-Service/DCFS & Caregiver Roles, Rights, Responsibilities; Working with the System, Special Education; as well as resources and other specialized topics in foster care and parenting. Dates of service: July 1, 2018 – June 30, 2019. Cost not to exceed \$2,000.00 from Foster Kinship Care Education (FKCE) Grant.
- s. Deborah Patrice Brown – To present/train Foster and Kinship Care Education Trainings/workshops/classes in English and Spanish on various topics such as: True Parenting; Understanding Personality and Temperament Styles; Behavior Management/Modification; Working with Parents; Schools Success; as well as other specialized topics in foster care education & parenting. Dates of service: July 1, 2018 – June 30, 2019. Cost not to exceed \$2,000.00 from FKCE Grant.
- t. Betsy A. Cisneros – To present/train Foster and Kinship are Education Trainings/workshops/classes in English, Spanish, & Bi-lingual on various topics such as: When Children Grieve Series (Grief Recovery Institute Curriculum); Helping Children with Loss; Holiday Blues; Conflict Resolution; Habits of Highly Effective Families/Teens; Building Self-Esteem; Taking Care of the Caregiver (Self-Care); Stress Management; Back to School Preparation; Loving Discipline; Working with Birth Parents; Effective Communication; Attachment Parenting; Pregnancy Prevention; Co-Train Parent Expectations Support-Achievement PESA-LACOE; Managing Crisis; Preventing and Managing Allegation; AB12 Extended Foster Care; Cultural Diversity & Identity; Bullying; Grief & Loss; Holiday Depression; Ages and Stages; Caring for Teens; Behavior Management/Modification; Chemical and Substance Abuse; LGBTQ Issues in Foster Care; Attachment Development & Therapeutic Parenting; Conflict Management; Working with the System; Teen Pregnancy Prevention; Caring for children who have Experienced Trauma; as well as other specialized topics in foster care and parenting. Dates of service: July 1, 2018 – June 30, 2019. Cost not to exceed \$6,000.00 from FKCE Grant.

- u. Hector L. De Paz – To present/train Foster and Kinship Care Education Trainings/workshops/classes in English and Spanish on various topics such as: Domestic Violence; Recognizing Abuse; The Effects of Abuse; Child Abuse/Neglect; Chemical & Substance Abuse; Sexuality Issues; Behavior Management/Modification; Family Systems Family Change; Working with Birth Parents; Foster Youth Emancipation/Independent Living Skills; as well as other specialized topics in foster care/parenting and class/Curriculum translation as needed. Dates of service: July 1, 2018 – June 30, 2019. Cost not to exceed \$2,500.00 from FKCE Grant.
- v. Karen L. Dixon – To present/train Foster and Kinship Care Education Trainings/workshops/classes on various topics such as: Whole Foster Family Home (W-Rate Pre-Service); The Effects of Abuse; AB12 Extended Foster Care; Child Abuse/Neglect; Allegation Prevention; Foster Parent Roles, Rights, Responsibilities; Chemical & Substance Abuse; Sexuality Issues; Behavior Management/Modification; Attachment Parenting; Taking Care of the Caregiver-Self Care; Permanency Planning/Options; IEP Process; Successful Visitations; Teen Pregnancy/Working with Teen Parents; Working with the System; Working with Birth Parents; Lesbian, Gay, Bisexual, & Transgender Youth (LGTBQ); Caring for Children who Have Experienced Trauma; Foster Youth Emancipation/Independent Living Skills, Caring & Empowering Young Adults; as well as other specialized topics in foster care & parenting. Dates of service: July 1, 2018 – June 30, 2019. Cost not to exceed \$3,000.00 from Foster Kinship Care Education (FKCE) Grant.
- w. Claudia Garcia – To present Foster and Kinship Care Education Trainings/workshops/classes on various topics such as: Parent Project; Changing Destructive Adolescent Behavior; AB12: Caring for Young Adults; Preparing Youth to be Independent as well as other specialized topics in foster care and parenting. Dates of service: July 1, 2018 – June 30, 2019. Cost not to exceed \$1,500.00 from FKCE Grant.
- x. Jonathan Hwang – To create additional interview footage for existing project that was approved December 13, 2017 in amount of \$16,000.00. This request is to add scope in the amount of \$700. Dates of service: June 15, 2018 – July 30, 2018. Cost not to exceed \$700.00 from Strong Work Force Grant Round 2.
- y. Robbin Hatten – To present/instruct up to 4 (4 hour) Life Book Trainings/workshops/classes to Foster Parents, Caregivers and children through the Foster/Kinship Care Education Program. Dates of service: July 1, 2018 – June 30, 2019. Cost not to exceed \$1,000.00 from FKCE Grant.
- z. Mary L. Hibbard – To present/train Foster and Kinship Care Education Trainings/workshops/classes on various topics such as: Fetal Alcohol Spectrum Disorders; Recognizing Abuse; The Effects of Abuse; Permanency Options; Positive Family Visits; Chemical & Substance Abuse; Behavior Management/Modification; Self-Care; Working with the System; Working with Birth Parents; Teen Pregnancy Prevention; D & F Pre-Service Trainings; as well as other specialized topics in foster care & parenting. Dates of service: July 1, 2018 – June 30, 2019. Cost not to exceed \$2,000.00 from FKCE Grant.

- aa. Oswaldo Piceno – To present/instruct trainings/workshops/classes to youth in the Youth Empowerment Strategies for Success (YESS-ILP) Program on various life skills topics such as Education/College, daily living, financial literacy, employment, financial aid; taking care of yourself; mental health issues; as well as other specialized topics in foster care and independent living. Dates of service: July 1, 2018 – June 30, 2019. Cost not to exceed \$2,500.00 from YESS-ILP Grant.
- bb. Oswaldo Piceno – To present/train Foster and Kinship Care Education trainings/workshops/classes in English and Spanish on various topics such as: Recognizing Abuse; The Effects of Abuse; Suicidal and Homicidal Behaviors; Domestic Violence in the Home; Bullying and other Aggressive Behaviors; Lying, Cheating & Stealing; Grief & Loss; Mental Health Conditions/Disorders; Behavior Management/Modification; Anger Management; Conflict Management; Effective Communication; The Effects of Trauma; Nurturing the Mind; as well as other specialized topics in foster care & parenting. Dates of service: July 1, 2018 – June 30, 2019. Cost not to exceed \$2,500.00 from Foster Kinship Care Education (FKCE) Grant.
- cc. Deena H. Robertson – To present/train Foster and Kinship Care Education Trainings/workshops/classes on various topics such as: D-Rate Pre-Service; Recognizing Abuse; The Effects of Abuse; AB12 Extended Foster Care; Child Abuse/Neglect; Allegation Prevention; Foster Parent Roles, Rights, Responsibilities; Chemical & Substance Abuse; Sexuality Issues; Behavior Management/Modification; Attachment Parenting; Self-Care/Mindfulness; Working with the System; working with Birth Parents; Active Parenting; Allegations/Documentation; Caring for Children who have Experienced Trauma; Foster Youth Emancipation/Independent Living Skills; as well as other specialized topics in foster care & parenting. Dates of service: July 1, 2018 – June 30, 2019. Cost not to exceed \$3,000.00 from FKCE Grant.
- dd. Maribel Guerra – To present/train Foster and Kinship Care Education Trainings/workshops/classes in English and Spanish on various topics such as: Recognizing Abuse; The Effects of Abuse; Suicidal and Homicidal Behaviors; Domestic Violence in the Home; Bullying and other Aggressive Behaviors; Lying, Cheating & Stealing; Grief & Loss; Mental Health Conditions/Disorders; Behavior Management/Modification; Anger Management; Conflict Management; Effective Communication; The Effects of Trauma; Nurturing the Mind; as well as other specialized topics in foster care & parenting. Dates of service: July 1, 2018 – June 30, 2019. Cost not to exceed \$2,500.00 from FKCE Grant.
- ee. Ana Patricia Silva – To present/train/facilitate Foster and Kinship Care Education Trainings/workshops/classes on various topics in English/Spanish such as: Preparing Your Child for School; Working with Your Child's Teacher; School Success; IEP Process/Team; Parent Expectations Support Achievement PESA-LACOE Curriculum as well as other specialized topics in education/school; foster care/parenting and class/curriculum translations as needed. Dates of service: July 1, 2018 – June 30, 2019. Cost not to exceed \$2,000.00 from FKCE Grant.



- ff. Lori Switanowski – To present/train Foster and Kinship Care Education Trainings/workshops/classes on various topics such as D-Rate Pre-Service; Recognizing Abuse; The Effects of Abuse; AB12 Extended Foster Care; Sexual Exploitation of Children; Cultural Diversity & Identity; Bullying and other Aggressive Behaviors; Lying, Cheating, & Stealing; Grief & Loss; Mental Health Conditions/Disorders; (ADD/ADHD),Autism Bipolar, Tourette’s Syndrome; Depression; Anxiety; Reactive Attachment Disorder (RAD); Anxiety Disorders; Fetal Alcohol Effects; Parent Project; The Teen Brian; Anger Management; Learning Disabilities; Allegation Prevention; Foster Parent Roles, Right, Responsibilities; Chemical & Substance Abuse; Sexuality Issues; Behavior Management/Modification; Attachment Parenting; Conflict Management; Working with the System; Working with Birth Parents; Teen Pregnancy Prevention; Special Education (IEP); Caring for Children who have Experienced Trauma; Dangerous Teen Trends; as well as other specialize topics in foster care & parenting. Dates of service: July 1, 2018 – June 30, 2019. Cost not to exceed \$8,000.00 from Foster Kinship Care Education (FKCE) Grant.
  
- gg. Lori Switanowski – To coordinate/present/instruct trainings/workshops/classes to youth in the Youth Empowerment Strategies for Success (YESS-ILP) Program on various life skills topics such as Education/College, daily living, financial literacy, employment, financial aid; taking care of yourself; mental health issues; as well as other specialized topics in foster care and independent living. Dates of service: July 1, 2018 – June 30, 2019. Cost not to exceed \$2,000.00 from Youth Empowerment Strategies for Success-Independent Living (YESS-ILP) Grant.
  
- hh. Marcelina Valenzuela – To outreach/recruit to YESS students/youth as well as to present/train trainings/workshops/classes to youth/students in the Youth Empowerment Strategies for Success (YESS-ILP) Program on various life skills topics such as Education/College, daily living, financial literacy, employment, financial aid, advocacy; self-care and wellness; as well as other specialized topics in foster care and independent living. Dates of service: July 1, 2018 – June 30, 2019. Cost not to exceed \$2,000.00 from YESS-ILP Grant.
  
- ii. Ana M. Vargas – To present/train/facilitate/prepare Foster and Kinship Care Education Trainings/workshops/classes on various topics in English/Spanish such as: Nutrition; Family Time; Self-Esteem; Permanency Options; Adoption Process; Working with Birth Parents; Working with the System; Reunification; Kinship Orientation; Reading First; Advocating for your Child; as well as other specialized topics in foster care/parenting and class/curriculum translation as needed. Dates of service: July 1, 2018 – June 30, 2019. Cost not to exceed \$5,000.00 from FKCE Grant.
  
- jj. Alexander J. Vracin – To present/train/provide American Red Cross Adult/Infant/Child CPR & First Aid Certification as well as American Red Cross Water Safety Trainings for the Foster and Kinship Care Education Program; as well as other specialized topics in foster care. Dates of Service: July 1, 2018 – June 30, 2019. Cost not to exceed \$\$1,000.00 from Foster Kinship Care Education (FKCE) Grant.

- kk. Valerie Williams – To present/train Foster and Kinship Care Education Trainings/workshops/classes on various topics such as Working with the System; Working with Birth Parents; Family Visits; Mental Health Issues; Foster Youth Emancipation/Independent Living Skills; Caring & Empowering Young Adults; as well as other specialized topics in foster care & parenting. Dates of service: July 1, 2018 – June 30, 2019. Cost not to exceed \$1,500.00 from Foster Kinship Care Education (FKCE) Grant.
- ll. Valerie Williams – To present/instruct trainings/workshops/classes to youth in the Youth Empowerment Strategies for Success (YESS-ILP) Program on various life skills topics such as Education/College daily living, financial literacy, employment, financial aid; taking care of yourself; mental health issues; as well as other specialized topics in foster care and independent living. Dates of service: July 1, 2018 – June 30, 2019. Cost not to exceed \$1,500.00 from Youth Empowerment Strategies for Success-Independent Living (YESS-ILP) Grant.
- mm. Ana Rodriguez-Zimmer – To present Foster and Kinship Care Education Trainings/workshops/classes in English/Spanish on various topics such as: Working with the System (DCFS); Working with Biological Families/Supporting Family Visits; Foster parent/Kinship Care Provider roles/Responsibilities; Understanding Social Services and Therapeutic Services; Parenting Strategies in Modifying Difficult Behaviors; State/County Care Licensing Requirements, Mental Health topics, as well as other specialized topics in foster care and parenting. Dates of service: July 1, 2018 – June 30, 2019. Cost not to exceed \$2,000.00 from FKCE Grant.
- nn. Kelly E. Wood – To present/instruct Yoga Trainings/workshops/classes on Teaching Children to Breathe with Calm and Compassion; Introduction to Yoga benefits and stress reducing techniques to Foster Parents, Caregivers and children through the Foster/Kinship Care Education Program. Dates of service: July 1, 2018 – June 30, 2019. Cost not to exceed \$1,000.00 from FKCE Grant.
- oo. Outfront Media – To provide outdoor advertising, Contract #2662841, 2662834, 2662843. Dates of service: July 9, 2-18 – January 31, 2019. Cost not to exceed \$34,720.00 from Strong Workforce Grant.
- pp. Center for Wellness – To provide the Rio Hondo College Student Health Services as the physician, Jorge Moreno D.O. Dates of service: July 1, 2018 – June 30, 2019. Cost not to exceed \$1,000.00 per month from Student Health & Psych Services.
- qq. Clear Channel Outdoor – To provide advertising for Animation Program, billboards and bus shelters in proximity to local high schools and the College. Dates of service: Starting 6-18-18. The duration for Billboards is 12 weeks and Bus Shelters is 8 weeks. Cost not to exceed \$14,860.00 from Strong Workforce Grant.

**B. PERSONNEL**

1. Academic

a. Special Assignments, Spring 2018

The following instructors will be paid a stipend, up to \$2000, paid out of the Basic Skills Pilot Partnership Grant, to participate in Faculty Inquiry Groups (FIGs) to improve Math and English curricular and instructional alignment between and among area K-12 Districts, Rio Hondo College and Cal State LA. FIGs will develop a plan and timeline for regional activities they will engage regional math/English in Professional Development, identify pilot projects to launch with partners, and disseminate best practices.

MATA, Aileen Communications and Languages

Special Assignment, Summer 2018

The following instructor will receive a stipend, not to exceed \$350, paid out of the Title V Grant, for participating in the Summer Bridge Math Academy to provide make-up orientation trainings.

PITASSI, Matthew Mathematics, Sciences and Engineering

The following instructor will be paid a \$150 stipend, paid out of the Title V Grant, for facilitating a faculty development workshop titled "Generation Z Rising: Who are they? What do they believe? How can you prepare?" The purpose of this session is to understand this generation, their unique characteristics, and how faculty can adapt to best meet the needs of this newest demographic arriving on our campus.

FLORES, Julio Counseling

The following instructor will be paid a \$700 stipend, paid out of the Basic Skills Initiative Grant, for re-writing the course curriculum for ENLA 014, 024, 034, and 100 in order to embed grammar instruction alongside composition instruction in preparation for AB 705 implementation of ESL.

OKAMOTO, Tyler Communications and Languages

Each of the following instructors will be paid a stipend, not to exceed \$500, paid out of the Title V Grant, for their participation in the First-Year Seminar (FYS) Faculty cohort, which will include professional development training, a common reading/reflection, as well as collaboration on revised course syllabi, instructional activities, and the culminating Project-Based Learning assignment for FYS courses to be taught during Fall 2018 for the Avance Program.

DUARTE, Jeanette	Communications and Languages
ECKSTROM, Marie	Communications and Languages
KOGER, Michael	Communications and Languages
LIU, Jeannie	Business
LYNCH, Sheila	Arts and Cultural Programs
MADRIGAL, Ea	Behavioral and Social Sciences
MARKOSSIAN, Marina	Communications and Languages
PIERSON, Kenn	Communications and Languages
RIFINO-JUAREZ, Melissa	Behavioral and Social Sciences
RIOS, Rodolfo	Business
SCHLEICHER, Matthew	Arts and Cultural Programs

Each of the following instructors will be paid a stipend, not to exceed \$150, paid out of the Title V Grant, for their participation in the Avance Counseling 101 Faculty cohort, which will include a professional development day for the COUN 101 courses to be taught during Fall 2018 for the Avance program.

DE LEON, Maribel	Counseling
GARCIA, Laura	Counseling
HENDERSON, Edward	Counseling
LARA, Jose	Counseling
O'BRIEN, Katie	Counseling
ROMO, Claudia	Counseling
SOTELO, Angela	Counseling
TIEU, David	Counseling
WAUGH, Christine	Counseling

**Assignments, Summer 2018 (1<sup>st</sup> Session)**

See attached list

**Assignments, Summer 2018 (2<sup>nd</sup> Session)**

See attached list

**Part-Time, Summer 2018**

**Arts and Cultural Programs**

COBUCCIO, Kerry                      OTT, Ciera

**Behavioral and Social Sciences**

BOVE, Gina                              WALKER, Elizabeth  
GONZALEZ, Elwing

**Business**

HARLOW, Brenda

**Communications and Languages**

MC CRORY, Roy

**Kinesiology, Dance and Athletics**

BRENES, Orlando

**Math, Sciences and Engineering**

CIPRIANO, Anthony	KATNIK, Stephen
ESQUIVEL, Raymundo	MCKINNEY, Kateri
JUNG, Duhwa	TRINH, Thanh

**Hourly as Needed, Summer 2018**

Kinesiology, Dance and Athletics

AKIYAMA, Kevin	HINZE, Michael
ALCALA-SNEE, Christine	JAY, Lisa
ARAGUNDI, Karl	LOPEZ, Rachel
BRENES, Orlando	NELSON, Bruce
CARTAGENA, Alyson	PUDELKO, Kathy
HALLMAN, John	SALAZAR, Michael
HEMENWAY, Steve	SENK, Jodi
HENNIGAN, Karen	SMITH, Stephen
HERRERA, Rene	TELLEZ, Michael

Communications and Languages

ANDERSON, Kenneth	KOEHLER, Claire
ASKREN, Mark	LIM, Joyce
BALTHAZAR, Alva	OLIVAS, Sally
BEAN, Michelle	OSTLING, Gerald
BURCH, Angeline	PHILPOT, Cynthia
CEDILLOS, Denise	PIMENTAL, Alberto
DURFIELD, Amberly	STEAGALL, Terry
HERNADEZ-SAUL, Cynthia	VANCE, Holly

Health Science and Nursing

Strong Workforce Grant

BOYD, Pam

Library

RIVAS, Claudia	YOUNG, Brian
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Personal & Academic Support Services

OLMOS, Robert	SOTELO, Angela
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Student Success and Retention

BOVE, Gina, Communication and Languages  
GARCIA, Nanci, Math, Sciences and Engineering  
GILLOTE, Chris, Math, Sciences and Engineering  
HENDERSON, Edward, Counseling and Student Equity  
HERNANDEZ-SAUL, Cynthia, Math, Sciences and Engineering  
HSIAO, John, Communications and Languages  
HSIAO, Jupei, Math, Sciences and Engineering  
KEAWE, Gloria, Communications and Languages  
LITTRELL, Mark, Math, Sciences and Engineering  
MONTIEL, Gerson, Math, Sciences and Engineering  
ORR, Alyesse, Communications and Languages  
PARSEGHIAN, Levon, Communications and Languages  
PITASSI, Matthew, Math, Sciences and Engineering  
RAMIREZ, Claudia, Math, Sciences and Engineering  
RYAN, John, Math, Sciences and Engineering  
TORRES, Anacany, Counseling and Student Equity

WAUGH, Christine, Counseling and Student Equity

Hourly as Needed, 2018-2019

Academic Affairs (Evening/Weekend College)

ARANGUNDI, Karl  
HERRERA, Rene

HEMENWAY, Steve  
HOVSEPIAN, Vik

CaWORKS

GONZALES, Citlali  
SANCHEZ, Kristina

TIEU, Julie

Career and Technical Education

LINARES, Trinidad

Counseling and Student Equity

ARANDA, Elizabeth  
ATILANO, Rosanne  
AVALOS, Marsha  
BERNTHAL, Wyatt  
CUEVAS, Victoria  
DAZA, Igor  
HART, Jeremy  
HEILEMANN, Violetta  
LOPEZ, Melanie  
LUCERO, Andreina  
MARTINEZ, Angeles  
MARTINEZ, Arianna  
MENDOZA-CHACON, Marlene

MORALES, Elizabeth  
OCHOA, Catherine  
QUEZADA, Jacqueline  
RAMIREZ-HOLLINGSHEAD, Lisa  
RODARTE, David  
SALAZAR, Diana  
SANDATE, Edelmira  
SANDOVAL, Flor  
SAUCEDA, Henry  
SIERRA, Norma  
SOTO, Gabriella  
TORRES, Anacany

EOPS/CARE

SAIKALI, Leina

Library

ARENAS-VELLANOWETH, Vivian  
BEELER, Gabriel  
BOURGAIZE, Karen  
GARCIA, Patricia

GUTER, Bruce  
OLDHAM, Carolyn  
SINGH, Bindiya

Public Safety

BIEDERMANN, Rebekah  
DE LA GARZA, Eloy  
DOMINGUEZ, Leticia  
DONCHING, John  
HUNG, Bob  
HUYNH, Ngoc Thang

KINGI, Ronald  
MARTINEZ, Daniel  
ROSALES, Jose  
RUIZ, Victor  
STANLEY, Eric

**Also see attached Public Safety lists**

Student Health and Psychological Services

OLMOS, Sonia  
SCHILLING, Jeannie

VILLAFUERTE, Thomas

Temporary Full-Time Categorically Funded (E.C. 84770), 2018 – 2019

ALVARADO, Delmis, Counselor, Counseling and Student Equity  
CHAVEZ, Vanessa, Counselor, Counseling and Student Equity  
HARLOW, Brenda, Business/CIT/Strong Workforce  
HENDERSON, Edward, Counseling/First-Year Success Center  
LAMPERT, Katharine, Counselor, Disabled Students Program  
MAKI, Lauren, Counselor, Counseling and Student Equity  
ROMO, Claudia, Interim Counselor, Counseling/Career and Technical Education  
SAENZ, Marisela, Guardian Scholars

PART-TIME, Fall 2018

Behavioral and Social Sciences

BURGWIN, Michael  
DALLA DEA, Ariane  
DONG, Phuoc  
CICCHELLI, Giana

SHAW, Tammie  
TER-PETROSYAN, Mariam  
VILLALOBOS, Jason  
WEISSGLASS, Daniel

Career and Technical Education

MILAN, Jose  
REAMS, Brooke

b. Resignation

DOWER, Kellori, Full-Time Instructor, Arts and Cultural Programs. Her last day of employment was June 1, 2018.

c. Minimum Qualifications and Equivalency E.C. 87359(b)

Engineering

All of the following may serve as equivalencies for the Faculty Services Area in the discipline above:

A Master's degree in any related field and completion of not less than 24 additional units in appropriate and relevant upper-division or graduate courses from accredited institutions **AND** clear and verifiable demonstration of competence in the field that shows the application of scientific knowledge to practical purposes of the design, analysis, or operation of structures, machines, or systems; **OR**, A Ph.D. in mathematics, physics, computer science, chemistry, or geology **AND** clear and verifiable demonstration of competence in the field that shows the application of scientific knowledge to practical purposes of

the design, analysis, or operation of structures, machines, or systems.

2. Management & Confidential

a. Employment

Categorically Funded (E.C. 87470)

The following employees will continue in the designated capacity with dedicated funding, effective July 1, 2018 through June 30, 2019. If continued funding should not be available, appropriate notice will be served prior to the end of funding:

CHAVEZ, Lisa, Grant Manager, Student Success and Support Programs, 47.5%,  
Counseling and Student Success  
GETHERS, Shireetha, Director, Child Development Center  
MARTINEZ, Maria Elena, Interim Grant Manager, Basic Skills, Academic Affairs  
MARTINEZ, Maria Lea, Interim Project Manager, Career and Technical  
Education  
NOBLE, Bruce, Grant Manager, Deputy Sector Navigator, Career and Technical  
Education  
ROCHA, Cecilia, Grant Manager, Student Equity  
SALAZAR, Barbara, Assistant Dean of Student Success and Retention, Student  
Success and Retention  
SUAREZ, Francisco, Project Manager, Adult Education Consortium

Hourly as Needed, 2018-2019

MAGNUS, Shari, Human Resources Coordinator, Human Resources, effective  
July 1, 2018

b. Resignation

AGUINAGA, Jose, Dean, Library and Instructional Support. His last day of  
employment was June 11, 2018.

MUNOZ, Michael, Executive Dean, Counseling and Student Equity. His last day  
of employment will be June 30, 2018.

OYERVIDES-CISNEROS, Cesar, Project Manager, Personal & Academic  
Support Services. His last day of employment was May 25, 2018.

3. Classified

a. Employment, 2018

Regular Classified

HERNANDEZ, Arnold, Registration Clerk, Admissions and Records, 47.5%, 12  
months, effective June 4, 2018

MURRILLO, Nancy, Registration Clerk, Admissions and Records, 47.5%, 12  
months, effective June 11, 2018

RAMOS, Oscar, Grounds Maintenance Worker, Facilities Services, 100%, 12  
months, effective June 1, 2018



STOOTHOFF, Paizha, Library Media Technician, Library, 45%, 12 months, effective May 22, 2018

Correction to previous agenda on number of months employed:

VALDES, Eliana, Clerk Typist III, 93.75%, 11.5 months, effective May 8, 2018

Transfer

The following employee is being hired in the designated capacity with dedicated funding through June 30, 2018. If continued funding should not be available, 60-day notice shall be served:

DIAZ, Luis, from Student Services Assistant, Cal SOAP/Outreach, to Student Services Assistant, 12 months, Outreach/Financial Aid, effective June 12, 2018

Continued Employment, Regular Classified, 2018-2019

The following employees will continue in the designated capacity with dedicated funding through June 30, 2019. If continued funding should not be available, 60-day notice shall be served:

ACOSTA, Robin, Student Services Assistant, 47.5%, 12 months, Counseling & Student Equity

ACOSTA, Monika, Financial Aid Coordinator, 100%, 12 months, Financial Aid

AGUILA, Monique, Food Services Worker, 45%, 11 months, Child Care Center

AGUILAR GARCIA, Angel, Student Services Assistant, 100%, 12 months, Counseling & Student Equity

ALVAREZ-MEJORADO, Melissa, Senior Secretary, 100%, 12 months, Career Technical Education

AMARO, Annabel, Clerk Typist III, 47.5%, 12 months, Center for Career and Re-Entry Services

BATTLES, Ethel, Interpreter Coordinator, 75%, 11 months, Disabled Students Program & Services

BECERRA-VARELA, Jonae, Student Services Assistant, 100%, 12 months, Counseling & Student Equity

BELIS, David, Student Services Assistant, 100%, 12 months, Counseling & Student Equity

BELMAL, Erik, Educational Advisor, 100%, 11.5 months, Math, Sciences and Engineering

BENAVIDES, Bryan, Student Services Assistant, 100%, 12 months, Outreach & Matriculation Services

BLAKE, Gillian, Clerk Typist III, 47.5%, 12 months, Disabled Students Program & Services

BRETADO, Alberto, Web Developer, 100%, 12 months, Marketing & Communications

CABALLERO, Irma, EOPS Evaluator, 100%, 12 months, EOPS  
CARLOS, Frank, Student Services Assistant, 100%, 12 months, Financial Aid

CASAS, Michelle, Sr. Financial Aid Assistant, 100%, 12 months, Financial Aid

COLMENARES-FIGUEROA, Janira, Student Services Assistant, 100%, 12 months, Outreach & Matriculation Services

CRUZ, Sonia, Senior Food Services Worker, 75%, 11 months, Child Care Center  
DE LARA, Sofia, Accounting Technician II, Special Program, 100%, 12 months, Accounting  
DELGADO, Anthony, Research Specialist, 100%, 12 months, Institutional Research  
DIAZ, Luis, Student Services Assistant, 100%, 12 months, Outreach & Financial Aid  
DURAND, Jennifer, Student Services Assistant, 47.5%, 12 months, CalWORKs  
FARFAN, Mark, Clerk Typist III, 25%, 12 months, Personal & Academic Support Services  
FERNANDEZ, Margaret, Student Services Assistant, 100%, 12 months, Career Technical Education  
FERRUFINO, Reina, Student Services Assistant, 47.5%, 12 months, Academic Affairs/Basic Skills Initiative  
FIGUEROA, Nubia, Clerk Typist II, 47.5%, 12 months, CalWORKs  
FIGUEROA, Vanessa, Student Services Assistant, 100%, 12 months, Counseling & Student Equity  
FLORES, Eder, Career Development Center Specialist, 100%, 12 months, Career Technical Education  
FREDERICKSON, Suzanne, Instructional High Tech Access Micro Lab Technician, 100%, 11.5 months, Disabled Students Program & Services  
GARCIA, Norma, Testing Technician, 100%, 12 months, Assessment Center  
GARCIA, Elvia, Child Development Teacher, 100%, 11.5 months, Child Care Center  
GOMEZ, Roxanna, Clerk Typist III, 100%, 12 months, Health Sciences And Nursing  
GONZALEZ, Guadalupe, Children Center Aide , 37.5%, 11.5 months, Child Care Center  
GONZALEZ, Elizabeth, Children Center Aide , 37.5%, 11.5 months, Child Care Center  
GONZALEZ, Monica, Student Services Assistant, 100%, 12 months, Outreach & Matriculation Services  
GONZALEZ, Martin, Student Services Assistant, 100%, 12 months, Transfer Center  
GUTIERREZ, Joe, Student Services Assistant, 47.5%, 12 months, Financial Aid  
HERNANDEZ, Venessa, Evaluations Technician, 100%, 12 months, Admissions and Records  
HSIAO, Joyce, Student Services Assistant, 100%, 12 months, CalWORKs  
HURTADO, Araceli, Clerk Typist III, 85%, 12 months, Counseling & Student Equity  
JASUJA, Beatriz, Child Development Teacher, 100%, 11.5 months, Child Care Center  
LAPIERRE, Michelle, DSPS Support Services Aide, 100%, 11 months, Disabled Students Program & Services  
LEE HUIE, Jennifer, Clerk Typist III, 100%, 11.5 months, Child Care Center  
LOPEZ, Deborah, Foster/Kinship Care Education & Independent

Living Specialist, 100%, 12 months, Foster Care  
MALAVE, Patricia, Sr. Financial Aid Assistant, 100%, 12 months,  
Veterans Services  
MARINO, Rose, Children Center Aide , 37.5%, 11.5 months,  
Child Care Center  
MARTINEZ, Teresa, Clerk Typist III, 100%, 11.5 months,  
Academic Affairs/Staff Development  
MARTINEZ, Alyssa, Student Services Assistant, 100%, 12  
months, Counseling & Student Equity  
MENDEZ, Marina, Student Services Assistant, 100%, 12 months,  
Financial Aid  
MOLINA, Hector, Sr. Financial Aid Assistant, 100%, 11 months,  
Learning Assistance Center  
PALLINI, Cynthia, Educational Advisor, 100%, 12 months,  
Personal & Academic Support Services  
PAPAVERO, Andrea, Clerk Typist III, 47.5%, 11 months, Career  
Technical Education  
PATINO, Cynthia, Career Development Center Specialist, 100%,  
11.5 months, Center for Career & Re-Entry Services  
PEREA, Jessica, Research Specialist, 100%, 12 months,  
Institutional Research  
PEREZ, Denise, Clerk Typist III, 100%, 12 months, CalWORKs  
PEREZ, Aaron, Job Developer, 100%, 12 months, Career  
Technical Education  
REZENDEZ, Christine, Clerk Typist I, 100%, 12 months,  
Communications & Languages  
REYEZ, Blanca, Children Center Aide , 37.5%, 11.5 months,  
Child Care Center  
RIBONI, Christina, Evaluations Technician, 100%, 12 months,  
Admissions and Records  
RIVERA RINGO, Andrea, Special Education Aide-Physically  
Disabled, 100%, 11 months, Disabled Students Program &  
Services  
SAENZ, Rocio, Clerk Typist III, 100%, 12 months, EOPS  
SALMERON, Odila, Testing Technician, 100%, 12 months,  
Assessment Center  
SANCHEZ GONZALEZ, Elvira, Child Development Teacher,  
100%, 11.5 months, Child Care Center  
SILVA, Adriana, Children Center Aide , 37.5%, 11.5 months, Child  
Care Center  
SMITH, Dawn, Child Development Teacher, 100%, 11.5 months,  
Child Care Center  
TAPIA, Erika, Student Services Assistant, 47.5%, 12 months,  
Student Success & Retention/Basic Skills  
TELLES, Elizabeth, Clerk Typist III, 100%, 12 months, Student  
Success & Retention/Basic Skills  
ULLOA, Amy, Clerk Typist III, 47.5%, 12 months, Disabled  
Students Program & Services  
VASQUEZ, Johana, Children Center Aide , 37.5%, 11.5 months,  
Child Care Center  
VERDUGO, Laura, EOPS/CARE Specialist, 100%, 12 months,  
EOPS  
VILLANUEVA, Jennifer, Children Center Aide , 37.5%, 11.5  
months, Child Care Center

VILLEGAS-GOMEZ, Ayari, Clerk Typist III, 100%, 12 months,  
Counseling and Student Equity  
WILLIAMS, Nancy, Clerk Typist III, 100%, 11.75 months,  
Continuing Education  
XIAO, Sheila, Research Analyst, 100%, 12 months, Counseling &  
Student Equity  
ZAVALA, Jasmine, Sr. Financial Aid Assistant, 100%, 12 months,  
Financial Aid

Substitutes, 2017 – 2018

ARGUELLO, Madelein, Children's Center Aide, Child Development Center,  
effective February 6, 2018  
CARMONA, Michael, Grounds Maintenance Worker, Facilities Services,  
effective May 22, 2018  
FIGUEROA, Alvaro, Grounds Maintenance Worker, Facilities Services, effective  
May 25, 2018  
FUENTES, Sergio, Grounds Maintenance Worker, Facilities Services, effective  
May 22, 2018

Substitutes, 2018 – 2019

ARGUELLO, Madelein, Children's Center Aide, Child Development Center,  
effective July 1, 2018  
BARBOZA, Jesus, Fire Academy Training and Operations Specialist, Public  
Safety, effective July 1, 2018  
CRUZ, Elizabeth, Custodian, Facilities Services, effective July 1, 2018

DENNIS, SHAWNEECE, Children's Center Aide, Children's Center Aide, Child  
Development Center, effective July 1, 2018  
FLORES, Alfonso, Athletic Trainer, Kinesiology, Dance & Athletics, effective  
July 1, 2018  
FLORES, Gabriel, Fire Academy Training and Operations Specialist, Public  
Safety, effective July 1, 2018  
FUKUSHIMA, Kristen, Instructional Assistant, Mathematics, Sciences and  
Engineering, effective July 1, 2018  
FUKUSHIMA, Lance, Instructional Assistant, Mathematics, Sciences and  
Engineering, effective July 1, 2018  
GARCIA, Silvia, Children's Center Aide, Children's Center Aide, Child  
Development Center, effective July 1, 2018  
HERNANDEZ, Alberto, Heating/Air Conditioning and Plumbing  
Journeyman, Facilities Services, effective July 1, 2018  
HERNANDEZ, Alberto, Utility Worker, Facilities Services, effective July 1,  
2018  
HERNANDEZ, Alberto, Grounds Maintenance Worker, Facilities Services,  
effective July 1, 2018  
LEPE, Dallana, Children's Center Aide, Child Development Center, effective  
July 1, 2018  
MACIAS, Guillermo, Fire Academy Training and Operations Specialist, Public  
Safety, effective July 1, 2018  
MEDINA, Sarah, Children's Center Aide, Child Development Center, effective  
July 1, 2018  
MEJIA, Oscar, Custodian, Facilities Services, effective July 1, 2018

MORALES, Diana, Children's Center Aide, Child Development Center, effective July 1, 2018  
PANIAGUA, Gloria, Custodian, Facilities Services, effective July 1, 2018  
PARR, Richard, Custodian, Facilities Services, effective July 1, 2018  
PHAM, Hahn, Children's Center Aide, Child Development Center, effective July 1, 2018  
RAMIREZ, Steve, Electrician, Facilities Services, effective July 1, 2018  
RAMIREZ, Steve, Utility Worker, Facilities Services, effective July 1, 2018  
RAMIREZ, Steve, General Maintenance Worker, Facilities Services, effective July 1, 2018  
RASCON, Donna, Clerk Typist II, Pico Rivera, El Monte, and South Whittier Educational Centers, effective July 1, 2018  
ROMERO-LEDEZMA, George, Instructional Assistant, Mathematics, Sciences and Engineering, effective July 1, 2018  
SAGASTUME, Valerie, Instructional Assistant, Mathematics, Sciences and Engineering, effective July 1, 2018  
STANKEVITZ, Diane, Athletic Trainer, Kinesiology, Dance & Athletics, effective July 1, 2018

b. Promotion

GONZALEZ, Ana, from International Students Specialist to Admissions and Records Coordinator-Evening, Admissions and Records, 100%, 12 months, effective July 1, 2018

TOY, Grace, from Financial Aid Assistant to Senior Financial Aid Assistant, Financial Aid, 100%, 12 months, effective June 1, 2018

c. Retirement

MENCHACA, Eva, Lead Testing Technician, Assessment Center. Her last day of employment will be June 30, 2018, with her first day of retirement being July 1, 2018.

d. Resignation

EMANUEL, Denee, Clerk Typist II, Foster/Kinship Care. Her last day of employment will be June 28, 2018.

RAMOS, Ana, Clerk Typist III, Math, Sciences and Engineering. Her last day of employment will be June 29, 2018.

4. Unrepresented, (AP 7130), 2017-18 and 2018-19

a. Employment, 2017 – 2018

Basic Skills

Tutors II

CASTRO-ALEMAN, Saul

NGUYEN, Huy

Counseling and Student Equity

Student Success Coach II

HERNANDEZ, Joe Louis

PASILLAS, Guadalupe (Outreach)

Non-Credit/ Continuing Education Lecturers

CANAS, Fritzie

Personal and Academic Support Services (PASS)

Student Success Coach II

HERNANDEZ, Joe Louis

PASILLAS, Guadalupe

Public Safety

Recruit Training Officers

BOBADILLA, Eric

ESTRADA, Ulises

FISH, Michael

FLECK, Christian

MARQUEZ, Joshua

MARTINEZ, Jaime

ROBLES, Andrew

RUBIO, Ernesto

VAZQUEZ, Roberto

Tutors II

CHRISTOPHERSON, Liz

DOMINGUEZ, Veronica

LOPEZ, Albert

LOPEZ, ALEXANDRIA

RAIGOSA-HERNANDEZ,

Arlette

RAMIREZ, Frank

RODRIGUEZ, Gabriela

SANTOYO, Richard

SERRANO, Ryan

TEBALAN, Jaqueline

b. Employment, 2018–2019

Arts and Cultural Programs

Accompanists

RANTUNG, Timothy

SHAPOVALOV, Ivan

Models

BONANNI, Cathy

COLE, John

DEVAI, Trace

EVERETT, Andrew

GOMEZ, Marissa

HALE, Susan

HOUSTON, Yuko

LOVE, Jazmyn

MARTINENKO, Sergejs

REED, Katherine

REICHMAN, Fey

TEO, Cheen

WORRILOW, Lynn

Basic Skills

Tutors II

CAMPOS, Cynthia

CASTRO-ALEMAN, Saul

CHHOA, Mollie

ISLAS, Jasmine

NGUYEN, Huy

ORTIZ, Jhovany

VALLES, Sabrina

Communications and Languages (LAC)

Tutors II

BARRAGAN, Emily	MEDINA, Adrian
BARRERAS, Margali	MENDEZ, Xavier
BELTRAN, Erick	NEELY, Christopher
CANDELARIO, Isabella	NEELY, Michael
CAO, Ha	NI, Kelly
CHAN, Jonathan	OLVERA, Daniel
CHENG, Biqian	PARRA, Linda
CONTRERAS, Thomas	PHAM, Hanh
DE GUZMAN, Henri	REYNOSO, Jose
DOMINGUEZ, Veronica	REYNOSO, Santiago
ENGLISH, Barry	ROMO, Kristina
ESTRADA, Stephanie	RUIZ, Julian
FABELA, Ilse	SALDANA, Dianne
FRONDARINA, David	SANTOYO, Richard
GUENTHER, Dylan	SOFFE, Morganna
HAMMOND, Robert	SOLVES, Epifania
HUMMEL, Zack	TENA, Barbara
JIMENEZ VILLASENOR, Ana	TRAM, Bao
LI, Jieying	UGWU, John
LIN COBOS, Andres	VITELA, Zulema
LIU, Jieni	ZAMORA, Addy
MARTINEZ, Aaron	ZARAGOZA, Rudy

Supervisor

CADENA, Alexander	MORAN, Michael
HUGHES, Patricia	

Counseling

Student Success Coaches II

BARRIOS, Christina	HERNANDEZ, Joe
CEDILLOS, Mauricio	JACOBO MANRIQUEZ, Luis
CEPEDA, Rebecca	MARTINEZ, Betzabel
ESPINOZA, Anthony	PASILLAS, Guadalupe
ESTRADA, Reasey	SALCEDO, Dulce
GARCIA, Amanda	

Disabled Students

Interpreters/Translators for Deaf

ALBA, Jennifer	HENDERSON, Eileen
ANDERSON, Dorie	HURTADO, Aimee

Foster Care

MEURER, Catherine	MUSHRUSH, Turid
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Health Science and Nursing

Tutor II

ALVAREZ, Jamie

Kinesiology, Dance and Athletics

Coaching Specialists

AGUILAR, Abel	LOPEZ, Carlos
BEVERLY, Troy	LOPEZ, William
CANO, Amanda	MALDONADO, Jose
COLLINS, Charles	MARTINEZ, Joseph
EASTMAN, Emilie	MENA, Emily
ELLIOTT, Justin	MONROY, Ernest
FENTON, Thomas	NAJAR, Anthony
FOSTER, Jeremy	RUIZ, Antonio
GUZMAN, Michael	RUIZ, Christopher
HOCHSTRASSER, Walter	TERAN, Dondi
HURTARTE, Gary	VILLA, Uriel
LEW, Keimi	

Lifeguard

DIAZ, Julissa

Mathematics, Sciences and Engineering

Supervisor

TRANG, Dat

Tutors II

ALCALA, Diego	OROZCO, Joshua
ARROYO, Alexandra	OSUNA, Diana
BUSTAMANTE, Gerardo	PEREZ, Margaret
CADENA, Armando	PHAN, Brenda
CAMACHO, Peter	PINA, Adrian
CHAPA, Irene	PROHROFF, Jacob
COLIN, Jesus	PULIDO, Alejandra
ESTRADA, Julia	REGALADO, Louis
ESTRADA, Julio	ROMERO LEDEZMA, George
FUKUSHIMA, Kristen	SAAVEDRA, Suzanne
FUKUSHIMA, Lance	SAGASTUME, Valerie
GARCIA, Natalie	SALESJOYA, Jessica
GRANADOS, Alejandra	SCIANNI, Andrew
GRANADOS, Eduardo	SIGALA, Joseph
HIDAJAT, Richard	TRANG, Tu
HUM, Kevin	VARGAS, Jorge
MANCILLA, Mark	VILLALON, Victor
MAYORGA, Steve	XIE, Pauline
MENA, Yodd	ZUNIGA, Destine
NHAM, David	

Non-Credit/ Continuing Education Lecturers

ARGUETA, Hilda	LAI, Dolly
BARATTA, Carl	LOPEZ, Alejandro
BAUGHMAN, Trissia	MORRISON, Ralph
CANAS, Fritzie	NORENA, David
CHUNG, Hannah	OROZCO, Isai
GARDNER-LEMUS, Leslie	PEREZ GOMEZ, Nataly
HERNANDEZ, Paloma	RODRIGUEZ, Robert



IKEDA, Susan  
KANE, Lynne  
KIM, Grace

SHAHNAZ, Alaei  
USARY, Patricia

Personal and Academic Support Services Program (PASS)

Student Success Coaches I

HERNANDEZ, Desiree

LEYVA, Marlene

Student Success Coaches II

PASILLAS, Guadalupe

HERNANDEZ, Joe

Public Safety

Recruit Training Officers

AGUILAR, Peter  
BAIRES, Rey  
BARBOZA, Jesus  
BARRERA, Carlos  
CALDERA, Valerie  
CARO, Brandon  
CASTELLON, Eduardo  
FLORES, Carlos  
HAMBLY, Rex  
HASSAN, Elaina  
HERRERA, Gustavo  
HICKS, Alexander  
HUNT, Jeremy  
LANGE, Michael  
LEE, Michael  
LODICO, Caleb  
LUCAS, Jason

MACIAS, GUILLERMO  
MARANGAKIS, Chris  
MARTORANA, John  
MOLINA, Robert  
MORENO, Elias  
NGUYEN, Allen  
PADILLA, Jesus  
ROSALES, Jose  
RUIZ, Victor  
RUIZ, Wilfredo  
RUSH, Jonathan  
SANTOS, Daniel  
SUTCLIFFE, Andrew  
TURRELL, Michael  
VALLE, Felix  
VIRAMONTES, Frank  
WILLIAMS, Kendra

Student Health and Psychological Services

Recruit Training Officers

BURTON, Ryan  
CASAS, Alexander  
GONZALEZ, Saul

LAWSON, David  
MARTINEZ, Arnulfo

Student Success & Retention (Basic Skills)

Tutors II

BARRAGAN, Emily  
BARRERAS, Margali  
BELTRAN, Erick  
BONILLA, Andrea  
CABRAL, Nancy  
CASTELLANOS, Ana  
CHRISTOPHERSON, Elizabeth  
DE LEON, Angelica  
DOMINGUEZ, Veronica  
FABELA, Ilse  
FRONDARINA, David

MENDEZ, Juan  
MENDEZ, Xavier  
NEELY, Christopher  
NEELY, Michael  
OLVERA, Daniel  
PADILLA, Elisa  
PARRA, Linda  
RAIGOSA HERNANDEZ, Arlette  
RAMIREZ-VILLALOBOS, FRANK  
REYNOSO, Jose  
REYNOSO, Santiago

GRAHAM, Haylee  
HAMMOND, Robert  
HUDSON, Maria  
HUMMEL, Zack  
JIMENEZ VILLASENOR, Ana  
KANG, Haoxian  
LIN COBOS, Andres  
LIU, Jieni  
LOPEZ, Albert  
LOPEZ, Alexandria  
MEDINA, Veyra

RODRIGUEZ, Gabriela  
RUIZ, Julian  
SANCHEZ, Metzli  
SANTOYO, Richard  
SERRANO, Ryan  
SHYONG, Samantha  
SOFFE, Morganna  
SOLVES, Epifania  
TEBALAN, Jacqueline  
UGWU, John  
VITELA, Zulema

Student Life and Leadership

Student Success Coach II

MADUENO, Diana

MONCADA, Rosa

Students, 2017 – 2018

AREVALO, Luis, Outreach  
BASURTO, Daniel, Counseling/Transfer Center  
DOMINGUEZ, Suney, Arts and Cultural Programs  
MESONES, Luisa, Center for Career and Re-entry  
PENA, Charlene, EOPS  
TENORIO, Melissa, Student Success  
TO, Yen, Math, Sciences and Engineering

Volunteers, 2018 – 2019

GRIJALVA, Samantha, Kinesiology, Dance and Athletics  
MILLER, Sabrina, Kinesiology, Dance and Athletics

**C. ACADEMIC AFFAIRS**

**1. Curriculum Items**

The following items have been processed according to college policy for the development of curricula, which includes review and approval, by the District Curriculum Committee:

**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:

**AUTO 390: Cooperative Work Experience/Internship for Automotive Technology Bachelor of Science Degree**

(Career and Technical Education)

Degree Applicable; 1 – 3 Units

**Justification:** This course allows the Automotive Technology Bachelor's Degree student to apply enhanced theory and skills learned in a vocational setting. In addition, it allows employers an opportunity to support student learning and assist the student towards graduating with a BS Degree in Automotive Technology from Rio Hondo College. This course is in compliance with Title 5 Cooperative Work Experience Program requirements.

**ENGL 101S: College Composition and Research**

(Communications and Languages)

Degree Applicable; 4.5 Units

**Justification:** This course is designed for students whose multiple measure placement in English indicates the need for additional course support to achieve the exiting skills in English 101, as mandated by AB 705.

**ENGL 101SP: College Composition and Research**

(Communications and Languages)

Degree Applicable; 5.5 Units

**Justification:** This course is designed for students whose multiple measure placement in English indicates the need for significant course support to achieve the exiting skills in English 101, as mandated by AB 705.

b. **Unit/Hour Change**

The following courses have been recommended for a unit/hour change to reflect an increase/decrease in course content:

**CIT 060: Windows Operating System**

**Hour Change: From:** 54 Lecture/36 Lab/90 Total Hours

**To:** 45 Lecture/27 Lab/72 Total Hours

**MUS 245: Advanced Piano**

**Hour Change: From:** 27 Lecture/27 Lab/54 Total Hours

**To:** 36 Total Lecture Hours

c. **New Program**

The following degrees/certificates have been recommended for inclusion in our offerings and catalog:

**Certificate of Achievement – Child Development:  
Infant/Toddler Specialization  
(12 Units)**

**Certificate of Achievement – Child Development:  
Language and Literacy Specialization  
(12 Units)**

**Certificate of Achievement – Child Development:  
Special Education Specialization  
(12 Units)**

d. **Program Change**

The following degrees have been recommended for inclusion in our offerings and catalog with the following changes:

**Certificate of Achievement – International Business  
Unit Change: From:** 18 – 19 units  
**To:** 15 units

**D. PRESIDENT’S OFFICE**

**1. Resolution Recognizing Classified School Employees**

The California School Employees Association, Rio Hondo College #477 declared

the week of May 20th through 26th as Classified School Employee Week.

**WHEREAS**, classified professionals provide valuable services to the schools and students of the Rio Hondo Community College District; and

**WHEREAS**, classified professionals contribute to the establishment and promotion of a positive instructional environment; and

**WHEREAS**, classified professionals serve a vital role in providing for the welfare and safety of Rio Hondo Community College District students; and

**WHEREAS**, classified professionals employed by the Rio Hondo Community College District strive for excellence in all areas relative to the educational community;

**THEREFORE, BE IT RESOLVED**, that the Rio Hondo Community College District hereby wishes to recognize the contributions of the classified professionals to quality education in the State of California and in the Rio Hondo Community College District.

The Board of Trustees approved the above resolution.

### III. ACTION ITEMS

#### A. PRESIDENT'S OFFICE

1. **Revision of Board Policies 2320, 3225, 3410, 3430, 3720, 3820, 4245**  
**(Final Adoption) See attached.**

55. On motion of Ms. Garcia, seconded by Ms. Santana, the Board voted unanimously by vote of the five members present (Garcia, Mendez, Pacheco, Santana, and Shapiro] to approve the following Board Policies for first reading:

BP 2320	Board Meetings: Special and Emergency Meetings
BP 3225	Institutional Effectiveness (NEW)
BP 3410	Nondiscrimination
BP 3430	Prohibition of Harassment
BP 3720	Computer and Network Use (NEW)
BP 3820	Gifts
BP 4245	Academic Rank Policy

**Student Trustee advisory vote was aye**

2. **Revision of Board Policies 3050, 3250, 3570** (First Reading) See attached.

56. On motion of Ms. Garcia, seconded by Mr. Mendez, the Board voted unanimously by vote of the five members present (Garcia, Mendez, Pacheco, Santana, and Shapiro] to approve the following Board Policies for first reading:

BP 3050	Institutional Code of Ethics
BP 3250	Institutional Planning
BP 3570	Smoking on Campus

**Student Trustee advisory vote was aye**

## B. FINANCE AND BUSINESS

### 1. Tentative Budget 2018/2019

57. On motion of Ms. Santana, seconded by Ms. Garcia, the Board voted unanimously by vote of the five members present (Garcia, Mendez, Pacheco, Santana, and Shapiro) to approve the 2018/2019 Tentative Budget as presented for submission to the County Superintendent of Schools pursuant to Education Code §85023.

**Student Trustee advisory vote was aye**

## IV. INFORMATION ITEMS

1. **Building Program**
  - a. **Bond Expenditure Report** – The Bond reviewed and accepted the Bond Expenditure Report as attached.
2. **2018 Board of Trustees Calendar of Events (See attached)**
3. **Revision of Administrative Procedures 3300, 3410, 3435, 3515, 3540, 3570, 3710, 3715, 4100, 4230 and 4240 (See Attached)**

## V. STAFF AND BOARD COMMENTS

- **Board Development Reporting** – Trustee Mendez and Trustee Pacheco reported on the Visit to Taiwan accompanying Rio Hondo College students. Trustee Shapiro reported on a number of event she attended on and off Campus.
- **Action Items for Future Board Meetings - None**

## VI. CLOSED SESSION

Ms. Shapiro recessed the meeting to closed session at 9:20 p.m. and announced that the following items would be discussed in closed session:

*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**
- **PUBLIC EMPLOYEE DISCIPLINE / DISMISSAL / RELEASE**

*Pursuant to Section 54957.6:*

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

**Ms. Shapiro reconvened the meeting at 10:54 p.m. and made the following statement:**

“The Board has directed staff to implement disciplinary action, but the Board cannot say more until the employee goes through due process. The employee will remain on administrative leave until the disciplinary process is complete.”

## VII. ADJOURNMENT

58. On motion of Mr. Mendez, seconded by Ms. Santana, the Board voted unanimously by vote of the five members present (Garcia, Mendez, Pacheco, Santana, and Shapiro] to adjourn the meeting at 10:58 p.m. and announced the date of the next meeting:

- **Next Regular Meeting – Wednesday, July 11, 2018, 6:00 p.m.**



## Alpha List

Summer 2018, First Session

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### Part-time

<u>Department</u>	<u>Last</u>	<u>First</u>
ARTS & CULTURAL PROGRAMS	Accardo	Frank
	Acuna-Hansen	Chris
	Gardos	Alexander
	Kurf	William
	Lewis	Cynthia
	Lewis	Nicole
	Low	Sandra
	Lynch	Sheila
	Miller	Robert
	Ramsey	Christopher
	Robertson	Carolyn
	Stevens-Gandara	Erin
	Tonkovich	Julie
	Valenzuela	Javier
	Wartl	Ashley
	Wheeler	George
	BEHAVIORAL AND SOCIAL SCIENCES	Apri
Andrade		Miachelle
Barman		Kevin
Beck		Karen
Bove		Gina
Brousseau		Beth
Brutlag		Brian
Diaz		Corina
Dixon		Scott
Duran		Jose
Garcia		Santiago
Gonzalez		Elwing
Gonzalez		Hector
Gonzalez		Marybel
Hall		David
Howard		Grover
Javanmard		Mike
Juarez		Melissa
Karmiryan		Ruzanna
Kelly		David
Madrigal		Ea
Magginetti		Jaclyn
Moe		Sandra
Montero		Sasha
Mora		Juana
Ocon		Albert

	Perry	Abbie
	Pfeiffer	Jill
	Pilati Corselli	Michelle
	Preston	Theodore
	Prewitt	Dezzie
	Quinn	Nicole
	Reed	Justin
	Roberts	Kenitha
	Sandoval	Tony
	Sigala	Carol
	Smith	Kevin
	Sotelo	Francisco
	Starkey	James
	Tsuhako	Joy
	Walker	Elizabeth
	Wetsman	Adam
	Willis	Janice
	Wong	Billy
	Young	Colin
BIOLOGY	Bethel	Robert
	Fierro	Melanie
	Isaac	Shirley
	Ribaya	Jeronimo
	Sanchez	Cynthia
	Spencer	Shelly
BUSINESS	Atkins	Johnnie
	Blackmun	Eugene
	Bladh	Eric
	Cha	Janet
	Chawora	Rukudzo
	Colquitt	Kathleen
	Feinour	Andrew
	Hartunian	Elma
	Lee	Joseph
	Leon	Ivan
	Liu	David
	Liu	Jeannie
	Liu	Shin
	Molina	David
	Muhammed	Anil
	Redinger	Michelle
	Rios	Rodolfo
	Tingley	Austin
CAREER TECHNICAL EDUCATION	Dighera	Michael
	Dornean	Marius
	Frala	John
	Gold	Andrew
	Hughes	Sean
	Lindy	David
	Moore	George
	Morton	William
	Nakatani	Farrah



COMMUNICATIONS & LANGUAGES

Olson	Eric
Ortiz	Paul
Reeder	Ryan
Roberts	Warren
Acosta-Mata	Aileen
Ameen	James
Arazi	Heather
Arrona	Martha
Bean	Michelle
Bowen	James
Burch	Angeline
Candida	Celestine
Carrera	Wendy
Cascella	Henry
Cowper	David
Curiel	Libby
Curington	William
De Los Santos	Blanca
Diaz	Maria del Carmen
Eckstrom	Marie
Estrada	David
Fernandez	Juan
Flores	Margarita
Garcia	Alonso
Garcia-Rios	Fatima
Hickey	Sparkle
Isaac	Lily
Jeffrey	Lorraine
Juchartz	Arline
Keawe	Gloria
Krone	Stephanie
Lai	Wendy
Lassiter	Awndrea
Lim	Joyce
Llerena	Lydia
Missakian	Ilonia
Nava	Michelle
Neshelwat	Abraham
Okamoto	Tyler
Orr	Alyesse
Parseghian	Levon
Pierson	Kenneth
Puga	Gilbert
Rhodes	Angela
Roldan	Pablo
Sloniger	Wells
Tovmasian	Grant
Vazquez	Dana
Velazquez	Ralph
Williamson	Angela
Woudenberg	Mary
Zaro	Mariano

COUNSELING & STUDENT SUCCESS	Alvarado	Guadalupe
	De La Mora	Martha
	Flores	Julio
	Garcia	Laura
	Guzman	Sergio
	Pichardo-Diaz	Dorali
	Rivera	Mary
	Saenz	Marisela
	Ricarte	Romeo
	Gonzales	Stephanie
ENVIRONMENTAL TECHNOLOGY HEALTH SCIENCES AND NURSING	Herzfeld	Shari
	Kirton	Andrea
	Leach	Barbara
	Perreault	Frank
	Ruehl	Jeanne
	Sonnier	Karla
	Ayala	Armando
	Cartagena	Alyson
	Flores	Alfonso
	Herrera	Rene
KINESIOLOGY, DANCE & ATHLETICS	Hinze	Michael
	Jay	Lisa
	Johnson	Steve
	Karmiryan	Kristina
	McDowell	Carol
	Pudelko	Kathy
	Senk	Jodi
	Smith	Stephen
	Tellez	Michael
	Unger	Karen
MATHEMATICS	Archambault	Alan
	Botello	Robert
	Bronkar	Ryan
	Chau	Evelyn
	Choi	Ying
	Dammena	Dimetros
	English	Cameron
	Esquivel	Raymundo
	Fung	Hank
	Gill	Jack
Gonzalez	Lydia	
Gutierrez	Jesus	
Hemenway	Elaine	
Holbrook	Veronica	
Hsiao	Jupeil	
Johnson	Johnny	
Jung	Duhwa	
Khwaja	Ziauddin	
Kim	Edward	
Lee	Michael	
Littrell	Mark	
Martinez	Jose	

	McWilliams	Geoffrey
	Miller	Gregory
	Montiel	Gerson
	Pham	Ann
	Pitassi	Matthew
	Pomerantsev	Ludmila
	Ramirez	Claudia
	Sarvi	Kayvon
	Skorka	Evan
	Spieler-Persad	Gisela
	Takahashi	Satoshi
	Tran	Lynn
	Trinh	Thanh
	Tseng	Kelly
	Wang	George
PHYSICAL SCIENCE	Chen	Ling-I
	Forrest	Michael
	Koutroulis	Mathew
	Leung	Allen
	Mindes	Aimee
	Rhee	Joseph
	Vaca	Christian
PUBLIC SAFETY	Balch	David
	Brakebill	James
	Coffman	Daniel
	Flores	Ygnacio
	Jaeggi	Scott
	Kimber	George
	Mason	Donald
	Mitchell	Carley
	Newman	James
	Rickman	Tracy
	Wallace	Gerald



## Alpha List

Summer 2018, Second Session

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### Part-time

<u>Department</u>	<u>Last</u>	<u>First</u>
ARTS & CULTURAL PROGRAMS	Dawson	David
	Gardos	Alexander
	Korf	William
	Livingston	Jannine
	Schleicher	Matthew
	Warren	Lindsey
	Wheeler	George
BEHAVIORAL AND SOCIAL SCIENCES	Beavin	Laura
	Cruz	Luciano
	Duran	Jose
	Lynch	Kelly
	Mora	Juana
	Mullikin	Wanda
	Naqvi	Saira
	Preston	Theodore
	Romero Morales	Maria
	Sandoval	Tony
	Serafin	Monica
	Smith	Isais
	Sotelo	Francisco
BIOLOGY	Isaac	Shirley
	Katrik	Stephen
	Sanchez	Cynthia
BUSINESS		
COMMUNICATIONS & LANGUAGES	Breitenbucher	Alba
	Callinan	Thomas
	Cunnington	William
	Hickey	Sparkle
	Jones	Casey
	Philpot	Cynthia
	Toymastari	Grant
COUNSELING & STUDENT SUCCESS	Guzman	Sergio
	Lara	Jose
	Thomas	Julius
	Villanueva	Viviana
EOPS	Clark	Mary
KINESIOLOGY, DANCE & ATHLETICS	Brenes	Orlando
	Esko	Teddi
	Johnson	Steve
	Lim	Todd
	Lopez	Rachel
	Stankevitz	Diane

	Tanaka-Hoshijo	Jennifer
	Urquidi	Bianca
MATHEMATICS	Choi	Ying
	Fung	Hank
	Graham	Lynne
	Guo	Dan
	He	Fendi
	Holbrook	Veronica
	Ly	Hoa
	Mangahas	Ronaldo
	Ryan	John
	Ryan	Mutsuno
	Wang	George
PHYSICAL SCIENCE	Forrest	Michael
	Martinez	Chelsea
	Rhee	Joseph
PUBLIC SAFETY	Flores	Ygnacio
	Mason	Donald
	Newman	James

## Public / Police Hourly (E)

Last Name	First Name	Title	Department Names
Alvo	Anthony	Instructor	Public Safety
Anderson	Nathaniel	Instructor	Public Safety
Arteaga	Adam	Instructor	Public Safety
Beard	Jahna	Instructor	Public Safety
Bland	James	Instructor	Public Safety
Boises	Joshua	Instructor	Public Safety
Bone	Darius	Instructor	Public Safety
Braden	Keith	Instructor	Public Safety
Butler	Marc	Instructor	Public Safety
Capilouto	Joshua	Instructor	Public Safety
Chan	Alexander	Instructor	Public Safety
Chao	Jason	Instructor	Public Safety
Chester	Vivian	Instructor	Public Safety
Cirilo	Joseph	Instructor	Public Safety
Cross	Jeremy	Instructor	Public Safety
Day	Alan	Instructor	Public Safety
De La Garza	Eloy	Instructor	Public Safety
Distelrath	John	Instructor	Public Safety
Dochnahl	Terril	Instructor	Public Safety
Edwards	Wayne	Instructor	Public Safety
Encinas II	Anthony	Instructor	Public Safety
Engen	James	Instructor	Public Safety
Finner	Anita	Instructor	Public Safety
Frempter	Richard	Instructor	Public Safety
Fukuzawa	Leigh	Instructor	Public Safety
Haggerty	Judith	Instructor	Public Safety
Harden	Michael	Instructor	Public Safety
Henshaw	Ty	Instructor	Public Safety
Hernandez	Milton	Instructor	Public Safety
Hernandez	Cruz III	Instructor	Public Safety
Hontz	David	Instructor	Public Safety
Hyoung	Humphrey	Instructor	Public Safety
Johnson	Kimberly	Instructor	Public Safety
Kay	Kevin	Instructor	Public Safety
Kim	Alex	Instructor	Public Safety
Lau	Kent	Instructor	Public Safety
Leasure	Kenneth	Instructor	Public Safety
Lee	Michael	Instructor	Public Safety
Lee	Robert	Instructor	Public Safety
Lepe	Sergio	Instructor	Public Safety
Lopez	Leon	Instructor	Public Safety
Magana	Jaime	Instructor	Public Safety
Mansfield	Raymond	Instructor	Public Safety
Martin	Antonio	Instructor	Public Safety
Medrano	Edward	Instructor	Public Safety
Mejia	Fabian	Instructor	Public Safety
Meredith	Donald D.	Instructor AJ	Public Safety
Miklos	David	Instructor	Public Safety
Nakamura	Rikimaru	Instructor	Public Safety
Nollner	Graig	Instructor	Public Safety

5/29/2018

Total Records on Report: 70

Last Name	First Name	Title	Department Names
Pena	Richard	Instructor	Public Safety
Patropulos	Dan	Instructor	Public Safety
Ramirez	Richard	Instructor	Public Safety
Reid	Robert	Instructor	Public Safety
Reynoso	David	Instructor	Public Safety
Rico	Vicente	Instructor	Public Safety
Santos	Rick	Instructor	Public Safety
Sedano	Saira	Instructor	Public Safety
Smith	Lance	Instructor	Public Safety
Smith	Ronald	Instructor	Public Safety
Sparrow	Dennis	Instructor	Public Safety
Stanley	Eric	Instructor	Public Safety
Stiger	Jody	Instructor	Public Safety
Teeples	James	Instructor	Public Safety
Terukina	Ryan	Instructor	Public Safety
Valdez	Fabian	Instructor	Public Safety
Wheatley	Debra	Instructor	Public Safety
Wickser	Julle	Instructor	Public Safety
Yamate	Chris	Instructor	Public Safety
Zesati	Saul	instructor	Public Safety

5/29/2018

Total Records on Report: 70

## Fire Science (H) Report

Last Name	First Name	Title	Department Names
Anderson	Jim	Instructor	Public Safety
Beckman	Richard	Instructor	Public Safety
Biscailluz	James	Instructor	Public Safety
Brakebill	James	Instructor	Public Safety
Breshears	Dennis	Instructor	Public Safety
Carle	Jarrel	Instructor	Public Safety
Carnewal	Victor	Instructor	Public Safety
Carrillo	Patrick	instructor	Public Safety
Chacon	Eduardo	Instructor	Public Safety
Chan	Reuben	Instructor	Public Safety
Chavez	Henry	Instructor	Public Safety
Childress	Dennis	Instructor	Public Safety
Chule	Steven	Instructor	Public Safety
Claridge	Daniel	Instructor	Public Safety
Clark	Dennis	Instructor	Public Safety
Daugherty	Sean	Instructor	Public Safety
Dayne	Geoffrey	Instructor	Public Safety
DeAngelis	Danny	instructor	Public Safety
Delgado	Denise	Instructor	Public Safety
Dome	Bryan	Instructor	Public Safety
Doyle	Andrew	Instructor	Public Safety
Escontrias	Sean	Instructor	Public Safety
Esparza	Benjamin	Instructor	Public Safety
Espley	David	Instructor	Public Safety
Fish	Anthony	Instructor	Public Safety
Flack	Charles	Instructor	Public Safety
Flores	Carlos	Instructor	Public Safety
Freeman	Kent	Instructor	Public Safety
Gacad	David	Instructor	Public Safety
Galaz	Nick	Instructor	Public Safety
Galvan	Robert	Instructor	Public Safety
Gamboa	Neil	Instructor	Public Safety
Garwood	Don	Instructor	Public Safety
Gin	Jonathan	Instructor	Public Safety
Haberle	Scott	Instructor	Public Safety
Hadsell	Cliff	Instructor	Public Safety
Hallock	Matthew	Instructor	Public Safety
Hebert	Dominic	Instructor	Public Safety
Hughes	Robert	Instructor	Public Safety
Hulsey	Jed	Instructor	Public Safety
Joiner	Jay	Instructor	Public Safety
Kang	David	Instructor	Public Safety
Keen	William	Instructor	Public Safety
Klopfenstein	Stanley	Instructor	Public Safety
Laicans	Albert	Instructor	Public Safety
Langer	Michael	Instructor	Public Safety
Lara Jara	Sergio	Instructor	Public Safety
Laveaga	Victor	Instructor	Public Safety

5/29/2018

Total Records on Report: 78



Last Name	First Name	Title	Department Names
Lee	Robert	Instructor	Public Safety
Macias III	Guillermo	Instructor	Public Safety
Maldonado	Alfonso	Instructor	Public Safety
McGovney	Chadrick	Instructor	Public Safety
McWilliams	Stuart	Instructor	Public Safety
Mejia	Sergio	Instructor	Public Safety
Mitry	Craig	Instructor	Public Safety
Molina	Robert	Instructor	Public Safety
Montierth	Bertie	Instructor	Public Safety
Murphy	William	Instructor	Public Safety
Nilo	Edward	Instructor	Public Safety
Norwood	Kurt	Instructor	Public Safety
Opperman	Randall	Instructor	Public Safety
Painton	Todd	Instructor	Public Safety
Pelham	Ronald	Instructor	Public Safety
Pock	Rudolph	Instructor	Public Safety
Rudiger	Greg	Instructor	Public Safety
Ruiz	Andrew	Instructor	Public Safety
Shook	Tyler	Instructor	Public Safety
Siefke	Evan	Instructor	Public Safety
Stary	Eduardo	Instructor	Public Safety
Stratton	Michael	Instructor	Public Safety
Stremel	Tyler	Instructor	Public Safety
Szenczi	Christopher	Instructor	Public Safety
Toledo	Marcues	Instructor	Public Safety
Tostado	Francisco	Instructor	Public Safety
Uptike	Harold David	Instructor	Public Safety
Valdez	Edward	Instructor	Public Safety
Valle	Felix	Instructor	Public Safety
Vazquez	Manuel	Instructor	Public Safety

5/29/2018

Total Records on Report: 78

**BOARD MEETINGS: SPECIAL AND EMERGENCY MEETINGS**

<b>BP No. 2320</b>
------------------------

Board Adopted: 3/13/02; 11/12/03; 2/20/08

Page 1 of 1

- I. Special meetings may from time to time be called by the President of the Board **of Trustees** or by a majority of the members of the Board. Notice of such meetings shall be posted at least twenty four (24) hours before the time of the meeting, and shall be noticed in accordance with Brown Act requirements. No business other than that included in the notice may be transacted or discussed.
- II. Emergency meetings may be called by the President of the Board when prompt action is needed because of actual or threatened disruption of public facilities under such circumstances as are permitted by the Brown Act, including work stoppage, crippling disasters, and other activity that severely impairs public health or safety. No closed session shall be conducted during an emergency meeting except as provided for in the Brown Act to discuss a dire emergency.
- III. The Superintendent/President shall be responsible to ensure that notice of such meetings is provided to the local news media and others as required by law.
- IV. Source/Reference  
Government Code Section 54945, 54956.5, 54957;  
Education Code Section 72129; ~~Former Board Policy 1005,~~  
**Administrative Procedure 2320.**

**INSTITUTIONAL EFFECTIVENESS**

<b>BP No. 3225</b>
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Board Adopted: NEW

Page 1 of 1

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I. **The Board of Trustees is committed to supporting college goals that measure the effectiveness of the District's operational and educational environment. The Board regularly assesses the District's institutional effectiveness outcomes.**

II. **References:**

**Education Code Sections 78210 et seq. and 84754.6;  
ACCJC Accreditation Standard I.B.5 - 9**

**NONDISCRIMINATION**

<b>BP No.</b> <b>3410</b>
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Board Adopted: Revised 9/02, 02/03, 08/03, 02/06, 8/06; 2/18/09; 7/11/12;  
5/14/14; 5/11/16

Page 1 of 2

This Board Policy is legally required.

- I. The District is committed to equal opportunity in educational programs, employment, and access to all institutional programs and activities.
- II. The District, and each individual who represents the District, shall provide access to its services, classes, and programs without regard to national origin, religion, age, **sex**, 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 veteran status, or because he or 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.
- III. The Superintendent/President shall establish administrative procedures that ensure all members of the College community can present complaints regarding alleged violations of this policy and have their complaints heard in accordance with Title 5 regulations and those of other agencies that administer state and federal laws regarding nondiscrimination.
- IV. No District funds shall ever be used for membership, or for any participation involving financial payment or contribution on behalf of the District or any individual employed by or associated with it, to any private organization whose membership practices are discriminatory 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 veteran status, or because he or 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.
- V. ~~The District Compliance Officer (which shall include: Equal Employment Opportunity, Title IX, Section 504/ADA)~~ ~~The District officers is~~ responsible for ensuring District compliance with rules and regulations adopted by the Board of Governors of the California Community Colleges regarding unlawful discrimination. ~~shall be the~~ ~~Equal Employment Opportunity Officer (Director of Human Resources), and District's Title IX Officer/Section 504/ADA Coordinator, (Dean of Student Affairs).~~

**NONDISCRIMINATION**

<b>BP No. 3410</b>
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Board Adopted: Revised 9/02, 02/03, 08/03, 02/06, 8/06, 2/18/09; 7/11/12;  
5/14/14; 5/11/16

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Page 2 of 2

VII. References:

ACCJC Accreditation Eligibility Requirement 20 and ACCJC Accreditation Standard  
Catalog Requirements (formerly Accreditation Standard II.B.2.c)  
Education Code Sections 66250, et seq., 72010, et seq., 87100 et seq.;  
Title 5, Sections 53000, et seq., 59300 et seq.,  
**Title 2 Sections 10500 et seq;**  
Penal Code Section 422.55;  
Government Code 12926.1, 12940, et seq.;  
See Administration Procedure 3410.

PROHIBITION OF HARASSMENTBP No.  
3430

Board Adopted: 12/8/82; 5/13/98; 11/9/05; 2/18/09; 7/11/12; 7/9/14; 12/14/16

Page 1 of 2

- I. All forms of harassment are contrary to basic standards of conduct between individuals and are prohibited by state and federal law, as well as this policy, and will not be tolerated. The District is committed to providing an academic and work environment that respects the dignity of individuals and groups. The District shall be free of sexual harassment and all forms of sexual intimidation and exploitation including acts of sexual violence. It shall also be free of other unlawful harassment, including that which is based on any of the following statuses: race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation, military status, and/or veteran status, or because the person is perceived to have one or more of the foregoing characteristics.
- II. The District seeks to foster an environment in which all employees, students, interns, and volunteers feel free to report incidents of harassment without fear of retaliation or reprisal. Therefore, the District also strictly prohibits retaliation against any individual for filing a complaint of harassment or for participating in a harassment investigation. Such conduct is illegal and constitutes a violation of this policy. All allegations of retaliation will be swiftly and thoroughly investigated. If the District determines that retaliation has occurred, it will take all reasonable steps within its power to stop such conduct. Individuals who engage in retaliatory conduct are subject to disciplinary action, up to and including termination or expulsion.
- III. Any student employee, intern, or volunteer who believes that he or she has been harassed or retaliated against in violation of this policy should immediately report such incidents by following the procedures described in AP 3435, Discrimination / Harassment. Supervisors are mandated to report all incidents of harassment and retaliation that come to their attention.
- IV. This policy applies to all aspects of the academic environment, including but not limited to classroom conditions, grades, academic standing, employment opportunities, scholarships, recommendations, disciplinary actions, and participation in any community college activity. In addition, this policy applies to all terms and conditions of employment, including but not limited to hiring, placement, promotion, disciplinary action, layoff, recall, transfer, leave of absence, training opportunities, and compensation.
- V. To this end, the Superintendent/President shall ensure that the institution undertakes education and training activities to counter discrimination and to prevent, minimize, and/or eliminate any hostile environment that impairs access to equal education opportunity or impacts the terms and conditions of employment.
- VI. The Superintendent/President shall establish procedures that define harassment on campus. The Superintendent/President shall further establish procedures for employees, students, interns, volunteers, and other members of the campus community that provide for the investigation and resolution of complaints regarding harassment and discrimination, and procedures for students to resolve complaints of harassment and discrimination. All participants are protected from retaliatory acts by the District, its employees, students, and agents.

**PROHIBITION OF HARASSMENT**

<b>BP No. 3430</b>
------------------------

Board Adopted:12/8/82; 5/13/98; 11/9/05; 2/18/09; 7/11/12; 7/9/14; 12/14/16

Page 2 of 2

- VII. This policy and related written procedures including the procedure for making complaints shall be widely published and publicized to administrators, faculty, staff, students, interns, and volunteers particularly when they are new to the institution. They shall be available for students, employees, interns, and volunteers in all administrative offices **and shall be posted on the District's website.**
- VIII. Employees who violate the policy and procedures may be subject to disciplinary action up to and including termination. Students who violate this policy and related procedures may be subject to disciplinary measures up to and including expulsion. Interns who violate this policy and related procedures may be subject to disciplinary measures up to and including termination from the internship or other work experience program.
- IX. Source/References:
- Education Code, sections 212.5; 44100; 66252; 66281.5  
Government Code Sections 12940 and 12950.1  
**Title 2 Sections 10500 et seq.,**  
Title VII of the Civil Rights Act of 1964, 42 U.S. Code annotated Section 2000e

COMPUTER AND NETWORK USE

BP No. 3720
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Board Adopted: NEW

Page 1 of 1

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*I. Employees and students who use District computers and networks and the information they contain, and related resources have a responsibility not to abuse those resources and to respect the rights of others. The Superintendent/President shall establish procedures that provide guidelines to students and staff for the appropriate use of information technologies. The procedures shall include that users must respect software copyrights and licenses, respect the integrity of computer-based information resources, refrain from seeking to gain unauthorized access, and respect the rights of other computer users. (CCLC)*

II. Reference:

Education Code Section 70902;  
Government Code Section 3543.1(b)  
Penal Code Section 502,  
Cal. Const., Art. 1 Section 1;  
17 U.S.C. Section 101 et seq.;



GIFTS

BP No. 3820
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Board Adopted: 1/14/81; 2/18/09; 9/12/12; 6/8/16

Page 1 of 1

- I. It is the policy of the Rio Hondo Community College District Board of Trustees to encourage and solicit the donation of equipment, instructional materials of all kinds, and any other items which will enhance the learning process of ~~for~~ Rio Hondo College students.
- II. ~~Individual Administrators will work with the college Foundation to contact prospective donors and indicate items that will be useful supplements to the various instructional programs of~~ ~~for~~ the college.
- III. The Board shall consider all gifts, donations and bequests made to the District. The Board will approve the acceptance of all gifts and donations made to the college, and the college reserves the right to refuse to accept any gift which does not contribute toward the goals of the District, or the ownership of which would have the potential to deplete resources of the District.
- IV. The District shall assume no responsibility for appraising the value of gifts made to the District.
- V. Acceptance of a gift shall not be considered endorsement by the District of a product, enterprise or entity.
- VI. In no event shall the District accept a donation from any donor who engages in practices or policies which discriminate against any person on the basis of nationality, religion, age, gender, gender identity, gender expression, race or ethnicity, medical condition, genetic information, ancestry, sexual orientation, marital status, military or veteran status, ~~or~~ physical or mental disability, or when the stated purposes of the donation are to facilitate such discrimination in providing educational opportunity.
- VII. Source/Reference:  
Education Code Section ~~72122-72205~~

ACADEMIC RANK POLICY

<p>BP No. 4245</p>
------------------------

Board Adopted: 7/1/65; Rev. 4/24/74; 3/5/75; 12/7/77; 1/10/79; 10/12/88;  
6/8/11

Page 1 of 4

I. Criteria Governing Academic Rank

- a. The recommendation of the faculty member for Academic Rank should be based upon comprehensive study of the individual's achievements during the years preceding the recommendation. ~~ΔThe academic rank applications is are~~ submitted by the faculty members after he/she ~~has they~~ has met the minimum requirements of each step. Academic rank shall not determine column or step advancement for employee remuneration.

~~—~~ CRITERIA GOVERNING ACADEMIC RANK

- b. ~~To be eligible for academic rank, a faculty member must be a full-time (over 67%) member of the Rio Hondo College staff and submit an application form.~~
- c. ~~The Academic Rank Committee shall consist of five members nominated for two-year terms by the Academic Senate President and confirmed by a majority vote of the Senate at a regularly scheduled meeting.~~

II. Minimum Criteria for Academic Rank

- a. ~~The title of a faculty members shall be INSTRUCTOR, unless his/her their preparation and previous experience entitle him/her them to higher rank under these regulationsthis policy and Administrative Procedure 4245.~~
- b. ~~The requirement for the rank of ASSISTANT PROFESSOR shall be the equivalent of at least a minimum of three years of full-time teaching at Rio Hondo College and one of the following:~~
- i. ~~An earned Master's or Doctorate degree~~
  - ii. ~~An earned Bachelor's degree and a Community College Instructor credential in a vocational area in lieu of a Master's Degree,~~
  - iii. ~~Significant prominence in the field of expertise as determined by each division.~~
  - iv. ~~Two years non-academic work experience as determined by each division.~~

- ~~c. The requirements for rank of ASSOCIATE PROFESSOR shall be the equivalent of at least completion of five years of full-time college teaching, including the equivalent of three years at Rio Hondo College, and one of the following:~~

- ~~c.~~
- ~~An This application is to be sent to the Academic Rank Committee by November 15 of the academic year in which the faculty member wishes to be considered for academic rank. The Academic Rank Committee shall forward the application to Human Resources for verification that the applicant has met the minimum requirements and is qualified for the academic rank for which he/she has applied. The Academic Rank committee will submit the verified degrees, units, and employment history to the President of the Academic Senate to be put on the Academic Senate agenda for a simple majority vote at the first or second meeting of~~

**ACADEMIC RANK POLICY**

<b>BP No.</b> <b>4245</b>
------------------------------

Board Adopted: 7/1/65; Rev. 4/24/74; 3/5/75; 12/7/77; 1/10/79; 10/12/88;  
6/8/11

Page 2 of 4

the spring semester. Then with the affirmation vote and signatures of the President of the Academic Senate and Chairperson of the Academic Rank Committee, the application will be sent to the Superintendent/President of the College. With the signature of the Superintendent/President, the application will be submitted to the Board of Trustees for its consideration and action. If the applicant has an objection concerning the consideration of the application, he/she can ask the President of the Senate to be put on the agenda for the next regular scheduled meeting to present his/her case. The merit of the case shall be decided by a simple majority vote of the Senators present at the regularly scheduled meeting.

**MINIMUM CRITERIA FOR ACADEMIC RANK**

• The title of a faculty member shall be INSTRUCTOR, unless his/her preparation and previous experience entitle him/her to higher rank under these regulations.

• The requirement for the rank of ASSISTANT PROFESSOR shall be a minimum of three years of full-time teaching at Rio Hondo College and one of the following:

e Earned Doctorate Degree

e Earned Master's Degree

e Earned Bachelor's Degree and a Community College Instructor

credential in a vocational area in lieu of a Master's Degree and/or "significant prominence."

C. The requirements for rank of ASSOCIATE PROFESSOR shall be the completion of five years of full-time college teaching, including three years at Rio Hondo College, and one of the following:

ii. Earned Doctorate Degree

i.

iii. Forty post-baccalaureate upper-division or higher numbered semester

ii. units including an earned Master's Degree. All units will be accepted except lower division and continuing education units, unless the candidate had received prior approval from the Units Evaluation Committee, as per Section 3.3.7.4 of the Rio Hondo College Faculty Collective Bargaining Agreement.

ACADEMIC RANK POLICY

<b>BP No. 4245</b>
------------------------

Board Adopted: 7/1/65; Rev. 4/24/74; 3/5/75; 12/7/77; 1/10/79; 10/12/88;  
6/8/11

Page 3 of 4

- ~~iii. An eEarned Bachelor's Degree and a Community College Instructor Credential in a vocational area in lieu of a Master's Degree, and/or "significant prominence," plus ten post-baccalaureate upper division or higher numbered semester units. All units will be accepted except lower division and continuing education units, unless the candidate had received prior approval from the Units Evaluation Committee, as per Section 3.3.7.4 of the Rio Hondo College Faculty Association Collective Bargaining Agreement.~~
- ~~iv. Significant prominence in the field of expertise as determined by each division.~~
- ~~v. Three years non-academic work experience as determined by each division.~~
- ~~d. The requirements for the rank of PROFESSOR shall be the equivalent of at least ten years of full-time college teaching, including the equivalent of seven years at Rio Hondo College and one of the following:
 
  - ~~i. An earned Doctorate degree~~
  - ~~ii. Fifty post-baccalaureate upper division or higher numbered semester units including an earned Master's degree. All units will be accepted except lower division and continuing education units, unless the candidate had received prior approval from the Units Evaluation Committee, as per Section 3.3.7.4 of the Rio Hondo College Faculty Association Collective Bargaining Agreement.~~~~
- ~~IV. ———~~
  - ~~D. The requirements of the rank of PROFESSOR shall be ten years of full-time college teaching, including seven years at Rio Hondo College and one of the following:~~
  - ~~A. Earned Doctorate degree.~~
  - ~~B. An Fifty post-baccalaureate upper division or higher numbered semester units including an earned Master's Degree. All units will be accepted except lower division and continuing education units, unless the candidate had received prior approval from the Units Evaluation Committee, as per Section 3.3.7.4 of the Rio Hondo College Faculty Collective Bargaining Agreement.~~
  - ~~iii. eEarned Bachelor's Degree with and a Community College Instructor Credential in a vocational area in lieu of a Master's Degree, and/or "significant prominence" plus twenty post-baccalaureate upper division or higher numbered semester units.~~
  - ~~iv. Significant prominence in the field of expertise as determined by each division.~~

ACADEMIC RANK POLICY

<p>BP No. 4245</p>
------------------------

Board Adopted: 7/1/65; Rev. 4/24/74; 3/5/75; 12/7/77; 1/10/79; 10/12/88;  
6/8/11

Page 4 of 4

- v. Five years non-academic work experience as determined by each division.

III. Teaching Experience

- a. Upon approval of the Academic Rank Committee, two years of full-time credentialed teaching other than college level shall be the equivalent of one year of full-time college teaching with fractions of more than half to be considered as one year.
- b. All terms of teaching (including summer and intersession) will be counted for part-time faculty for the purposes of establishing rank.
- c. No more than one year of service will be counted for each academic year for the purposes of establishing rank (e.g., a faculty member teaching 150% load over two successive academic years will receive credit for two years of service at Rio Hondo College, not three years).

IV. Significant Prominence

- a. Evidence of "significant prominence" in a field, major contributions to society, or rank at another college, may substitute as criteria for consideration and appointment to academic rank.
- b. The following criteria shall be used for significant prominence
- i. Professional Achievement
1. Academic and scholarly contributions to the faculty member's profession and field;
  2. Creation, exhibition, performance, or publication in the arts or literature;
  3. Presentations before meetings of scholarly and professional societies;
  4. Receipt of fellowships or other subsidies for pursuit of research or
  4. study in the faculty member's field;
  5. Participation in the activities of scholarly or professional societies
  5. beyond mere membership;
- ii. Contributions to the College
- a.1. Participation in professional activities, including active membership in professional societies and attendance at scholarly meetings;
  - b.2. Contributing to academic governance such as membership participation in the activities of department, school and system committees, and service in administrative capacities above and beyond contractual and paid services;

ACADEMIC RANK POLICY

BP No.  
4245

Board Adopted: 7/1/65; Rev. 4/24/74; 3/5/75; 12/7/77; 1/10/79; 10/12/88;  
6/8/11

Page 5 of 4

- ~~4. Producing and directing events in the performing arts and/or coaching or covering athletic events for the college.~~
- ~~3.~~
- ~~4. Engaging in community service and activity which may draw favorable attention to the faculty member and to the college.~~
- ~~3.~~
- 6.5. Delivering speeches, conducting colloquia, or otherwise conveying information about the faculty member's profession and field to community groups
6. Chairing or directing committee work related to the CTE area not required in contract duties.

**ACADEMIC RANK POLICY**

<b>BP No. 4245</b>
------------------------

Board Adopted: 7/1/65; Rev. 4/24/74; 3/5/75; 12/7/77; 1/10/79; 10/12/88;  
6/8/11

Page 6 of 4

**OTHER CONSIDERATIONS**

— A. Evidence of "significant prominence" in a field, major contributions to society, or rank at another college, may substitute as criteria for consideration and appointment to academic rank. If the faculty member wishes to be considered under this section, he/she must submit all pertinent data to support his/her application by the November 15 deadline. Recommendation for rank under this section shall be an 80% vote of both the Academic Rank Committee and the Academic Senate.

B. Upon approval of the Academic Rank Committee, two years of full-time credentialed teaching other than college level shall be the equivalent of one year of full-time college teaching with fractions of more than half to be considered as one year.

**ACADEMIC RANK COMMITTEE**

1. The Committee shall consist of five members of the Academic Senate.
2. The Committee members shall be nominated for a term of two years by the President of the Academic Senate and approved by a simple majority vote of the Academic Senate at a regular-scheduled meeting.

3. The committee shall select Committee Chairperson annually.
4. The committee shall meet to consider the applications for Academic Rank

after the verification from the Office of Human Resources. All applications shall be turned over to the President of the Academic Senate no later than the second meeting of the Academic Senate of the Spring semester, to be voted on by the Academic Senate at the next regularly-scheduled meeting.

**CRITERIA USED FOR "SIGNIFICANT PROMINENCE"****1. PROFESSIONAL ACHIEVEMENT**

1. Academic and scholarly contributions to the faculty member's profession and field.
2. Creation, exhibition, performance, or publication in the arts or literature.
3. Presentations before meetings of scholarly and professional societies.
4. Receipt of fellowships or other subsidies for pursuit of research or study in the faculty member's field.

ACADEMIC RANK POLICY

BP No.  
4245

Board Adopted: 7/1/65; Rev. 4/24/74; 3/5/75; 12/7/77; 1/10/79; 10/12/88;  
6/8/11

Page 7 of 4

~~5. Participation in the activities of scholarly or professional societies  
beyond mere membership.~~

~~2. CONTRIBUTIONS TO THE COLLEGE~~

~~1. Participation in professional activities, including active membership in  
professional societies and attendance at scholarly meetings.  
2. Contributing to academic governance such as membership participation  
in the activities of department, school and system committees, and  
service in administrative capacities above and beyond contractual and  
paid services.~~

- ~~4. Producing and directing events in the performing arts  
and/or coaching or covering athletic events for the college.~~
- ~~5. Engaging in community service and activity which may  
draw favorable attention to the faculty member and to the  
college.~~
- ~~6. Delivering speeches, conducting colloquia, or otherwise  
conveying information about the faculty member's  
profession and field to community groups.~~



INSTITUTIONAL CODE OF ETHICS

BP No. 3050
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Board Adopted: 9/10/14 (Board approved Code of Ethics Statement on 8/12/09)

Page 1 of 1

*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, ~~they~~ **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.

INSTITUTIONAL PLANNING

BP No. 3250
----------------

Board Adopted: 10/11/95; 2/18/09; 6/11/14; 12/9/15

Page 1 of 1

- I. The Rio Hondo College Board of Trustees believes that the College should be engaged in on-going planning to achieve its mission.
- II. Through the planning process, the College frames questions, seeks answers, analyzes itself, and revises its goals, objectives, programs, and services. The planning process assists in identifying institutional directions, as well as priorities and strategies; it also influences the acquisition and allocation of resources.
- III. The Superintendent /President shall ensure that the District maintains and implements a broad-based, comprehensive, systematic, and integrated system of planning that is supported by institutional effectiveness research. The process must serve the full-range of College constituencies, both internal and external, for both now and the future.
- IV. The Superintendent/President shall inform the Board about the status of ~~the college planning process and the various plans.~~
- V. The planning system shall include plans required by law, including, but not limited to:
  - Long Range Educational Master Plan
  - Facilities & Resource Plan
  - Technology Plan
  - Equal Employment Opportunity Plan
  - Student Equity Plan
  - Student Success and Support Program Plan
  - Transfer Center Plan
  - EOP&S/C.A.R.E. Plan
  - Cooperative Work Experience Plan

The Superintendent/President shall submit to the Board those plans for which Board approval is required by Title 5.
- VI. The Superintendent/President shall ensure the Board has an opportunity to assist in developing the general institutional mission and goals for the comprehensive plans.
- VII. Source / References:  
ACCJC Accreditation Standards I.B.9., III.B.4., III.C.2., III.D.2., IV.B.3., and IV.D.5. (formerly I.B.)  
Title 5, Sections 51008, 51010, 51027, 53003, 54220, 55080, 55190, 55250, 55510, 56270, et seq.

See Administrative Procedure 3250.

**SMOKING ON CAMPUS**

BP No. 3570
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Board Adopted: 7/11/12

Page 1 of 1

- I. To enforce smoking and tobacco control regulations and procedures, the Superintendent/President is authorized to:
- Set enforcement standards for all District sites and campuses;
  - Impose a fine for a first, second, and third offense and for each subsequent offense. The amount of fines is to be [determined by the Board and cannot exceed one hundred dollars (\$100)];
  - Direct that the District post signs stating its tobacco use policy on campus, as follows:
    - the locations at which smoking or tobacco use is prohibited on campus
    - the locations at which smoking or tobacco use is permitted on campus
  - Inform employees and students of the tobacco use policy and enforcement measures

- II. References  
Government Code Section 7597.1  
**Administrative Procedure 3570.**

**BOND MEASURE "A"**  
**PROJECTS EXPENDITURE SUMMARY**  
 As of 03/31/18

DESCRIPTION	QTD	TTD	Budget	TTD Expense
	(Jan-Mar 2018)	(FY04-05 to FY17-18)		vs Budget %
<b>GENERAL Expenses</b>				
Architect Services - Master Plan	0	320,895	328,000	98%
Architect Services - AJ Building Programming	0	1,376,453	1,382,795	100%
Architect Services - Santa Fe Springs Reg Train C	0	168,719	184,130	92%
Architect Services - LRC - Bond Portion	0	204,097	250,000	82%
Landscape Architect	0	877,822	887,400	99%
Architect Services - Child Care Center	0	81,521	85,000	96%
Architect Services - Master Plan Oversight	0	50,190	65,000	77%
Architect Services - Pedestrian Bridge	0	104,325	105,000	99%
Architect Services - Disabled Access/Stairs/Ramps	0	568,718	577,300	99%
Architect Services - Student Services/Student Union	0	1,873,280	1,894,833	99%
Architect Services - Maintenance Facility	0	65,000	65,000	100%
Architect Services - Applied Tech Remodeling	0	209,284	216,000	97%
Architect Services - El Monte	0	292,717	293,495	100%
Architect Services - L Tower	52,773	229,598	900,000	26%
Architect Services - Business Education Remodel	0	11,550	78,500	15%
Architect Services - Science Bldg	0	190,250	288,500	66%
Architect Services - Security Digital Video Surveillance	0	48,640	48,640	100%
Facilities Planning Consultant	0	605,549	608,340	100%
Consultants	0	1,174,881	1,300,000	90%
Tree Consultant	0	34,063	40,000	85%
Geo Tech Services	30,333	1,373,442	1,450,000	95%
Seismic Consultant	0	177,386	177,400	100%
Surveyors	0	635,283	750,000	85%
Infrastructure Design /Central Plant /South Access Road	0	2,328,873	2,413,789	96%
Marketing Promotion Services (incl printing, fliers,postage)	0	1,081,050	1,086,365	100%

**BOND MEASURE "A"**  
**PROJECTS EXPENDITURE SUMMARY**  
**As of 03/31/18**

DESCRIPTION	QTD	TTD	Budget	TTD Expense
	(Jan-Mar 2018)	(FY04-05 to FY17-18)		vs Budget %
Labor Admin & Compliance Services	4,061	1,347,724	1,435,000	94%
Information Tech Svc Consultant	0	406,625	465,000	87%
LRC - Bond Portion - Demolition & Construction	0	9,749,289	10,000,000	97%
South Whittier Facility-STARS Center	0	3,081,854	3,125,000	99%
Student Services/Student Union/Quad	0	19,744,001	19,900,000	99%
Swing Space	0	1,546,183	1,550,000	100%
Legal Services	774	873,112	1,000,000	87%
Professional Fees - Audit	0	104,418	250,000	42%
Advertising Services (Bid Projects)	0	259,106	270,000	96%
Primary Election Fees	0	206,913	210,000	99%
Public Transportation Pass	0	99,592	100,000	100%
RHPMT - Services	0	12,067,071	12,110,000	100%
Del Terra - PM Services	0	2,008,437	3,144,746	64%
Del Terra - DSA Certification	0	270,300	272,100	99%
RHPMT - Office Equipment & Supplies	313	396,619	534,174	74%
RHPMT - Imaging Software/Hardware	0	13,830	15,000	92%
URS Corp - CA Environ Qlty Services	0	338,686	345,147	98%
Applied Technology - Bond Portion	0	4,099,859	4,150,000	99%
El Monte Center	0	4,703,798	4,800,000	98%
Santa Fe Springs - Phase II	0	1,191,855	1,250,000	95%
Santa Fe Springs - Phase III	14,950	2,178,982	2,200,000	99%
Santa Fe Springs Fire Tech Land Purchase	0	5,491,832	5,600,000	98%
Construction Mgmt - Central Plant & Infrastructure	0	1,269,766	1,270,000	100%
Inspection & Testing Services	(6,720)	4,010,428	4,400,000	91%
Building Connection Repair	0	483,589	496,270	97%
Maintenance Facility Addition	0	1,761,526	2,500,000	70%

**BOND MEASURE "A"**  
**PROJECTS EXPENDITURE SUMMARY**  
**As of 03/31/18**

DESCRIPTION	QTD (Jan-Mar 2018)	TTD (FY04-05 to FY17-18)	Budget	TTD Expense vs Budget %
RHC Parkway - Phase 1	0	328,429	350,000	94%
AJ - New Building	0	12,171,426	12,200,000	100%
Central Plant & MEP	0	12,180,554	12,500,000	97%
Site Infrastructure	0	14,372,502	14,500,000	99%
Pedestrian Bridge	0	996,337	1,000,000	100%
PE Complex - Bond Portion	30,400	14,059,344	14,498,000	97%
Fine Arts - Bond Portion	0	405,747	7,000,000	6%
Wray Theater /Campus Inn Remodel - Bond Portion	0	0	7,000,000	0%
Lower/Upper Tier Steps	0	1,014,105	1,786,756	57%
Landscape	0	2,897,026	3,610,000	80%
Veterans Memorial	0	87,975	90,000	98%
Rio Plaza	46,869	154,834	3,200,000	5%
Bookstore/Printing	0	1,397,288	1,500,000	93%
Pico Rivera Education Center	0	1,635,501	2,000,000	82%
Nursing & Health Programs Facilities	69,766	722,477	800,000	90%
L-Tower Seismic Retrofit	0	3,369	5,000,000	0%
P6 Misc-Bond Cost of Issuance	750	39,639	80,000	50%
P6 Misc-Related Conference/Travel	0	15,174	50,000	30%
<b>PROJECT Expenses</b>				
P7 Upgrade Campus Lighting & Alarm Systems	0	553,837		
P8 Replace/Repair Bldg. Components	0	572,554		
P9 Campus Wide Efficiency Repairs	7,517	762,276		
P10 Campus Bldg. Improvements	0	618,599	5,000,000	50%
P12 Roadway/Grounds Improve	0	2,668,820	5,000,000	53%

**BOND MEASURE "A"**  
**PROJECTS EXPENDITURE SUMMARY**  
 As of 03/31/18

DESCRIPTION	QTD	TTD	Budget	TTD Expense
	(Jan-Mar 2018)	(FY04-05 to FY17-18)		vs Budget %
P13 Campus Equipment & Furnishings	2,299	490,963	4,000,000	12%
P15 Facilities Master Plan, Impact Reports, Soil Testing	0	676,581	2,000,000	34%
P17 Relocation/Acquisition - Temporary Facilities	0	126,286	5,000,000	3%
Sub-Total	9,816	6,469,917	21,000,000	
P11 ITS-Network Implementation	0	2,933,880		
P11 ITS-Computer Purchase	0	2,723,585		
P11 MIS Software/Hardware & Implementation	0	9,423,282		
P11 Misc - ITS	0	126,672		
P11 Voice Over IP	0	579,807		
Sub-Total	0	15,787,227	15,900,000	99%
<b>TOTAL:</b>	<b>254,084</b>	<b>176,527,884</b>	<b>220,932,680</b>	<b>80%</b>
	<b>254,084</b>	<b>176,527,884</b>	<b>220,932,680</b>	
	0	0	0	

**RIO HONDO COLLEGE – BOARD OF TRUSTEES  
2018 Calendar of Events – Updated 5/9/18**

<b>JANUARY - 2018</b>	January 1	<b>HOLIDAY – COLLEGE CLOSED</b>	
	January 10	Regular Board Meeting	TEEP in Taiwan
	January 16	<b>HOLIDAY – COLLEGE CLOSED</b>	
	January 24	<b>Board Retreat</b>	<ul style="list-style-type: none"> <li>• Review Board Self-Evaluation Instrument</li> <li>• Mid-year Evaluation of Board Goals</li> <li>• Review Board Ethics Policy</li> <li>• Review Board Protocols</li> <li>• Guided Pathway Update</li> </ul>
	January 26	<b>FLEX DAY</b>	
	January 26-28	<b>CCLC Effective Trusteeship and Board Chair Workshop</b>	<b>Sheraton Grand, Sacramento</b>
	January 28-29	<b>CCLC Annual Legislative Conference</b>	<b>Sheraton Grand, Sacramento</b>
<b>FEBRUARY</b>	February 21	Regular Board Meeting	
	<b>February 11-14</b>	<b>ACCT Legislative Summit</b>	<b>Washington, DC</b>
	February 16-19	<b>HOLIDAY – COLLEGE CLOSED</b>	
<b>MARCH</b>			
	March 14	Regular Board Meeting	<ul style="list-style-type: none"> <li>• Prop 39 Projects</li> <li>• Tesia</li> </ul>
	March 26-30	<b>SPRING BREAK-COLLEGE CLOSED</b>	
<b>APRIL</b>			
	April 11	Regular Board Meeting	<ul style="list-style-type: none"> <li>• Superintendent/President Evaluation Process &amp; Review of Instrument</li> <li>• Educational Centers</li> </ul>
<b>MAY</b>			
	May 4-6	<b>CCLC Annual Trustees Conference</b>	<b>Hyatt Regency Valencia</b>



**RIO HONDO COLLEGE – BOARD OF TRUSTEES  
2018 Calendar of Events – Updated 5/9/18**

	May 9	Regular Board Meeting	<ul style="list-style-type: none"> <li>Board receives and completes self-evaluation instrument</li> <li>5-Year Construction Plan</li> </ul>
	May 24	Commencement (6:00 pm)	
	May 28	<b>HOLIDAY – COLLEGE CLOSED</b>	
<b>JUNE</b>	June 4	New Student Trustee Orientation	
	June 13	Regular Board Meeting	<ul style="list-style-type: none"> <li>Student Equity/3SP and Basic Skills Update</li> <li>Tentative Budget</li> </ul>
<b>JULY</b>	July 4	<b>HOLIDAY – COLLEGE CLOSED</b>	
	July 11	Regular Board Meeting	
<b>AUGUST</b>	August 22 (tentative)	Special Board Meeting	<ul style="list-style-type: none"> <li>Campus Climate Survey</li> <li>Board of Trustees Self Evaluation Results</li> <li>Board Goals 2017-18</li> <li>Adopt a School</li> </ul>
	August 8	Regular Board Meeting	
	<b>August 10-13</b>	<b>CCLC Student Trustee Workshop</b>	<b>Hilton, San Francisco Bayfront</b>
	August 17	<b>FLEX Day</b>	
<b>SEPTEMBER</b>	September 3	<b>HOLIDAY – COLLEGE CLOSED</b>	
	September 12	Regular Board Meeting	<ul style="list-style-type: none"> <li>Adopted Budget</li> </ul>
<b>OCTOBER</b>	October 11	Regular Board Meeting	Approval of Board Goals 2017-18
	October 24-27	<b>ACCT Leadership Congress</b>	<b>New York City</b>
<b>NOVEMBER</b>	<b>November 12</b>	<b>HOLIDAY – COLLEGE CLOSED</b>	
	November 14	Regular Board Meeting	3SP/Student Equity & Basic Skills Update

**RIO HONDO COLLEGE – BOARD OF TRUSTEES**  
**2018 Calendar of Events – Updated 5/9/18**

	<b>November 15-17</b>	<b>CCLC Annual Convention</b>	<b>TBD</b>
	November 22-23	<i>HOLIDAY – COLLEGE CLOSED</i>	
<b>DECEMBER</b>	December 12	Regular Board Meeting Annual Organization/Election of Officers	Bond and Financial Audit
	Dec. 25 – Jan 1	Winter Break – College Closed	

10/17

PUBLIC RECORDSAP No.  
3300

Board Reviewed: 8/12/09, 12/14/11

Page 1 of 3

**Note: This procedure is legally required. Local practice may be inserted, but should conform to the following general principles.**

- I. Members of the public may request to inspect or copy public records. A request by a member of the public may be delivered by mail or in person to the Office of the **Superintendent/President** and/or Office of the Vice Presidents.
- II. Any request shall identify with reasonable specificity the records that are sought. If additional information is needed, the Executive Assistant to the Superintendent/President may request it be provided in writing.
- III. Any request to inspect records shall be made sufficiently in advance of the date of inspection to allow staff time to assemble the records and identify any records that may be exempt from disclosure.
- IV. Records that are exempt from disclosure under the Public Records Act or any other provision of law may not be inspected or copied by members of the public. Social security numbers must be redacted from records before they are disclosed to the public.
- V. Members of the public shall be assisted in identifying records or information that may respond to their request. Assistance that will be provided includes the information technology and physical location in which the records exist; practical suggestions for overcoming denial of access to the records or information; and the estimated date and time when the records will be made available.
- VI. Within ten days, the Office of the President and/or Office of the Vice Presidents will determine whether or not the records can be produced and will communicate the determination to the member of the public requesting the record(s).

**Note: The Public Records Act presumes that all records of a public agency are public, unless specifically exempted by law. There are now well over a hundred exemptions contained in California law, although most will never apply to a community college district. (See Government Code Sections 6254 et seq. and 6275 et seq.) Any questions about whether a document is exempt should be referred to counsel.**

- VII. The most common exemptions for community colleges include:
  - Student records (Education Code Section 76243)
  - Preliminary drafts, notes, or interagency or intra-agency memoranda that are not retained by the public agency in the ordinary course of

PUBLIC RECORDSAP No.  
3300

Board Reviewed: 8/12/09; 12/14/11

Page 2 of 3

business, provided that the public interest in withholding the records clearly outweighs the public interest in disclosure. (Government Code Section 6254(a))

- Records pertaining to pending litigation ...or to claims...until the pending litigation or claim has been finally adjudicated or otherwise settled. (Government Code Section 6254(b))
- Personnel, medical or similar files, the disclosure of which would constitute an unwarranted invasion of personal privacy (Government Code Section 6254(c))
- Test questions, scoring keys, and other examination data used to administer a licensing examination, examination for employment, or academic examination [except for standardized tests provided for by Education Code Sections 99150 et seq.]. (Government Code Section 6254(g).)
- The contents of real estate appraisals or engineering or feasibility estimates and evaluations... relative to the acquisition of property, or to prospective public supply and construction contracts, until all of the property has been acquired or all of the contract agreement obtained. (Government Code Section 6254(h)).
- Internet posting of home address or telephone numbers of local elected officials (Government Code Section 6254.21)
- Home addresses and home telephone number of employees of a school District or county office of education (other than to an agent or family member of the employee, to an officer of another school District when necessary, to an employee organization, or to an agency or employee of a health benefit plan.) (Government Code Section 6254.3)
- **Personal email addresses (other than to an agent or family member of the employee, to an officer of another school district when necessary, to an employee organization, or to an agency or employee of a health benefit plan) unless the email address is used by the employee to conduct public business, or necessary to identify a person in an otherwise disclosable communication, (Government Code Section 6254.3(b))**
- Records regarding alternative investments (i.e. an investment in a private equity fund, venture fund, hedge fund, or absolute return fund; limited partnership, limited liability company or similar legal structure) involving public investment funds, unless already publicly released by the keeper of the information.
- Information security records, if disclosure of that record would reveal vulnerabilities to, or otherwise increase the potential for an attack on, the District's information technology system
- **Identification number, alphanumeric character, or other unique identifying code that a district uses to identify a vendor or contractor, or an affiliate of a vendor or contractor, unless the**

PUBLIC RECORDS

AP No. 3300
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Board Reviewed: 8/12/09; 12/14/11

Page 3 of 3

**identification number, alphanumeric character, or other unique identifying code is used in a public bidding or an audit involving the public agency (Government Code Section 6254.33)**

VIII. References:

Government Code Sections 6250 et seq. **6254.33; 6254**

NONDISCRIMINATIONAP No.  
3410

Board Reviewed: 9-14-09; 6/13/12; 6/11/14; 12/9/15

Page 1 of 2

I. Education Programs

- A. The District shall provide access to its services, classes and programs without regard to national origin, religion, age, **sex, gender**, gender identity, gender expression, race, ethnicity, color, medical condition, genetic information ancestry, sexual orientation, marital status, physical or mental disability, pregnancy, military and/or veteran status, or because he or 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.
- B. All courses, including noncredit classes, shall be conducted without regard to the gender of the student enrolled in the classes. As defined in the Penal Code, "gender" means sex, and includes a person's gender identity and gender expression. "Gender expression" mean's a person's gender-related appearance and behavior whether or not stereotypically associated with the person's assigned sex at birth.
- C. The District shall not prohibit any student from enrolling in any class or course on the basis of gender.
- D. Academic staff, including but not limited to counselors, instructors and administrators shall not offer program guidance to students which differs on the basis of gender.
- E. Insofar as practicable, the District shall offer opportunities for participation in athletics equally to male and female students.

Nondiscrimination References for Education Programs:

Education Code Sections 66250 et seq., 200 et seq., and 72010 et seq.; Penal Code Sections 422.55 et seq.; Title 5 Sections 59300 et seq.; ACCJC Accreditation Eligibility Requirement 20 and ACCJC Accreditation Catalog Requirements (formerly II.B.2.c)

II. Employment

- A. The District shall provide equal employment opportunities to all applicants and employees regardless of national origin, religion, age, gender identity, gender expression, race, ethnicity, color, medical condition, genetic information ancestry, **sex, gender**, sexual orientation, marital status, physical or mental disability, pregnancy, military and/or veteran status, or because he or 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.
- B. All employment decisions, including but not limited to, hiring, retention, assignment, transfer, evaluation, dismissal, compensation, and advancement

**NONDISCRIMINATION**AP No.  
3410

Board Reviewed: 9-14-09; 6/13/12; 6/11/14; 12/9/15

Page 2 of 2

for all position classifications shall be based on job-related criteria, as well as be responsive to the District's needs.

- C. The District shall, from time to time as necessary, provide professional and staff development activities and training to promote understanding of diversity.
- D. **It is unlawful to discriminate against a person who serves in an unpaid internship or any other limited-duration program to provide unpaid work experience in the selection, termination, training, or other terms and treatment of that person on any the basis of their race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation, or military and veteran status.**

- III. Nondiscrimination References for Employment:
  - Education Code Sections 87100 et seq.
  - Title 5 Sections 5300 et seq.
  - Government Code Sections 11135 et seq. and 12940 et seq.
  - Title 2 Sections 10500 et seq.**

**DISCRIMINATION AND HARASSMENT COMPLAINTS AND INVESTIGATIONS**AP No.  
3435

Board Reviewed: 8/14/96; 9/14/09; 3/10/10; 1/14/15

Page 1 of 21

**I. Complaints**

The law prohibits coworkers, supervisors, managers, and third parties with whom an employee comes into contact from engaging in harassment, discrimination, or retaliation. Any person who has suffered harassment, discrimination, or retaliation may file a formal or informal complaint of harassment, discrimination, or retaliation.

A formal complaint is a written and signed statement filed with the District or the State Chancellor's Office that alleges harassment, discrimination, or retaliation in violation of the District's Board Policies, Administrative Procedures or in violation of state or federal law. An informal complaint is any of the following: 1) An unwritten allegation of harassment, discrimination, or retaliation; 2) a written allegation of harassment, discrimination, or retaliation that falls outside the timeline for a formal complaint; or 3) a written complaint alleging harassment, discrimination, or retaliation filed by an individual who expressly indicates that he or she does not want to file a formal complaint.

**A. Informal Complaints**

Any person may submit an informal complaint to the District Compliance Officer (Executive Director of Human Resources), or any other District or college administrator. Administrators receiving an informal complaint shall immediately notify the Executive Director of Human Resources/District Compliance Officer in writing of all pertinent information and facts alleged in the informal complaint.

Upon receipt of an informal complaint, the Executive Director of Human Resources/District Compliance Officer will notify the person bringing the informal complaint of his/her right to file a formal complaint, if the incident falls within the timeline for a formal complaint, and explain the procedure for doing so. The complainant may later decide to file a formal complaint, if within the timelines to do so. If the individual chooses not to file a formal complaint, or if the alleged conduct falls outside the timeline to file a formal complaint, the Executive Director of Human Resources/District Compliance Officer shall consider the allegations contained in the informal complaint and determine the appropriate course of action. This may include efforts to informally resolve the matter, or a fact-finding investigation.

Investigation of an informal complaint will be appropriate if the Executive Director of Human Resources/District Compliance Officer determines that the allegation(s), if proven true, would constitute a violation of the District policy prohibiting harassment, discrimination, or retaliation. The Executive Director of Human Resources/District Compliance Officer will explain to any individual bringing an informal complaint that the Executive Director of Human Resources/District Compliance Officer may decide to initiate an investigation, even if the individual does not wish the Executive Director of Human



**DISCRIMINATION AND HARASSMENT COMPLAINTS AND INVESTIGATIONS**AP No.  
3435

Board Reviewed: 8/14/96; 9/14/09; 3/10/10; 1/14/15

Page 2 of 21

Resources/District Compliance Officer to do so. The Executive Director of Human Resources/District Compliance Officer shall not disregard any allegations of harassment, discrimination, or retaliation solely on the basis that the alleged conduct falls outside the deadline to file a formal complaint.

**B. Formal Complaints**

Formal Complaints must be filed with the State Chancellor or the Executive Director of Human Resources/District Compliance Officer unless the party submitting the Formal Complaint alleges discrimination, harassment, or retaliation against the responsible district officer, in which case it should be submitted directly to the Superintendent/President or the State Chancellor.

Formal Complaints should be submitted on the form prescribed by the State Chancellor. A copy of the form will be available at the offices of the Executive Director of Human Resources/District Compliance Officer, and online.

If any party submits a written allegation of harassment, discrimination, or retaliation not on the form described above, the District will seek to have the individual complete and submit the form. However, if the individual chooses not to do so, the District will attach the written allegation(s) to the form and treat it as a Formal Complaint. In no instance will the District reject a written allegation of harassment, discrimination, or retaliation on the basis that it was not submitted on the proper form.

A Formal Complaint must meet each of the following criteria:

- It must allege facts with enough specificity to show that the allegations, if true, would constitute a violation of District policies or procedures prohibiting discrimination, harassment, or retaliation;
- The complainant must sign and date the Formal Complaint;
- The complainant must file any Formal Complaint not involving employment within one year of the date of the alleged discriminatory, harassing, or retaliatory conduct or within one year of the date on which the complainant knew or should have known of the facts underlying the allegation(s) of discrimination, harassment, or retaliation.
- The complainant must file any Formal Complaint alleging discrimination, harassment, or retaliation in employment within 180 days of the date of the alleged discriminatory, harassing, or retaliatory conduct, except that this period shall be extended by no more than 90 days following the expiration of the 180 days if the

**DISCRIMINATION AND HARASSMENT COMPLAINTS AND INVESTIGATIONS**AP No.  
3435

Board Reviewed: 8/14/96; 9/14/09; 3/10/10; 1/14/15

Page 3 of 21

complainant first obtained knowledge of the facts of the alleged violation after the expiration of the 180 days.

If the Formal Complaint does not meet the requirements set forth above, the Executive Director of Human Resources/District Compliance Officer will promptly return it to the complainant and specify the defect. If the sole defect is that the Formal Complaint was filed outside the applicable proscribed timeline, the Executive Director of Human Resources/District Compliance Officer will handle the matter as an informal complaint.

**Purpose**

Rio Hondo Community College District is to provide an educational and employment environment in which no person shall be unlawfully denied full and equal access to, the benefits of, or be unlawfully subjected to discrimination, in whole or in part, 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. Such discrimination is prohibited by California Government Code sections 11135 through 11139.5, the Sex Equity in Education Act (Ed. Code, § 66250 et seq.), Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d), Title IX of the Education Amendments of 1972 (20 U.S.C. § 1681), section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 794), section 508 of the Rehabilitation Act of 1973 (29 U.S.C. § 794d), the Americans with Disabilities Act of 1990 (42 U.S.C. §§ 12100 et seq.) and/or the Age Discrimination Act (42 U.S.C. § 6101).

Rio Hondo Community College District is to provide an educational and employment environment free from unwelcome sexual advances, requests for sexual favors, sexual favoritism, or other verbal or physical conduct or communications constituting sexual harassment.

Rio Hondo Community College District is to comply with the accessibility requirements of Section 508 of the Rehabilitation Act of 1973 in the development, procurement, maintenance, or use of electronic or information technology and respond to and resolve unlawful discrimination complaints regarding accessibility. Such complaints will be treated as complaints of discrimination on the basis of disability.

**II. District Compliance Officer**

The District Compliance Officer serves as the Title IX, ADA, and Section 504 Coordinator. The Compliance Officer is the "responsible District officer" charged with receiving all unlawful discrimination complaints filed pursuant to Title 5, section 58328, and coordinating their investigation. The actual investigation of complaints may be assigned to a third party investigator (outside persons or organizations).

**DISCRIMINATION AND HARASSMENT COMPLAINTS AND INVESTIGATIONS**AP No.  
3435

Board Reviewed: 8/14/96; 9/14/09; 3/10/10; 1/14/15

Page 4 of 21

Such delegation procedures will be used whenever the District Compliance Officer is named in the complaint or is implicated by the allegations in the complaint. The District Compliance Officer (or third party investigator) shall disclose any real or perceived conflicts of interest and may be required to delegate the responsibility to investigate to another impartial investigator.

**III. Filing a Timely Complaint**

Since failure to report harassment and discrimination impedes the District's ability to stop the behavior, the District strongly encourages anyone who believes he/she is being harassed or discriminated against to file a complaint. The District also strongly encourages the filing of such complaints as soon as possible following an alleged incident. While all complaints are taken seriously and will be investigated promptly, delay in filing impedes the District's ability to investigate and remediate.

All supervisors and managers have a mandatory duty to report incidents of harassment and discrimination, the existence of a hostile, offensive or intimidating work environment, and acts of retaliation.

**IV. Communicating Unwelcome Conduct**

The District encourages anyone to the extent they are comfortable doing so, to inform the offending person immediately and firmly when conduct or behavior is unwelcome, offensive, in poor taste and/or inappropriate.

**II. Oversight of Complaint Procedure: The Executive Director of Human Resources is the "responsible District officer" charged with receiving complaints of discrimination or harassment, and coordinating their investigation.**

**The actual investigation of complaints may be assigned by the Executive Director of Human Resources to other staff or to outside persons or organizations under contract with the District. This shall occur whenever the Executive Director of Human Resources is named in the complaint or implicated by the allegations in the complaint. All designated investigators will have appropriate training in civil harassment investigation procedures.**

**V. Who May File a Complaint**

A complaint may be filed by anyone **any student, employee, or third party** who believes he/she has been discriminated against or harassed by a student, employee, or third party in violation of **Board Policy 3410, Board Policy 3430, or this procedure and the related policy**. In addition, under federal civil rights laws referenced in Section I. (Purpose) complaints of unlawful discrimination or harassment may be filed by parties who have not personally suffered unlawful discrimination or harassment.

**VI. Where to File a Complaint**

**DISCRIMINATION AND HARASSMENT COMPLAINTS AND INVESTIGATIONS**AP No.  
3435

Board Reviewed: 8/14/96; 9/14/09; 3/10/10; 1/14/15

Page 5 of 21

**Any student, employee, or third party** Anyone who believes he/she has been discriminated against or harassed in violation of ~~Board Policy 3410, Board Policy 3430, or this procedure~~ may make a complaint orally or in writing ~~within one year of the date of the alleged discrimination or harassment, or the date on which the complainant knew or should have known of the facts underlying the complaint.~~ The District Compliance Officer is located in the **Office of Human Resources, Room A113 or at (562) 908-3405** ~~Student Services Building, Room SS-204, and can be reached at (562) 908-3498.~~

**Student complainants shall be notified that they may file a discrimination complaint with the U.S. Department of Education, Office for Civil Rights (OCR), 50 United Nations Plaza, Room 1490, Mail Box 1200 San Francisco, CA 94102 (415) 486-5555.**

**Employee complainants shall be notified that they may file employment discrimination complaints with the U.S. Equal Employment Opportunity Commission (EEOC), Royal Federal Building, 255 East Temple Street, 4th Floor Los Angeles, CA 90012 or the California Department of Fair Employment and Housing (DFEH), 2218 Kausen Drive, Suite 100 Elk Grove, CA 95758.**

**Complaints filed with the EEOC and/or the DFEH should be forwarded to the California Community College Chancellor's Office by the District.**

**Any District employee who receives a harassment or discrimination complaint, regardless of whether it is brought by a student or an employee, shall notify the District's Executive Director of Human Resources immediately.**

**Immediately upon receiving a Formal Complaint, as described above, regardless of whether the complaint is brought by a student or by an employee, the District shall forward a copy of the Formal Complaint to the California Community College Chancellor's Office.**

**VII. Informal/Formal Complaint Procedure**

When a person brings a charge(s) of unlawful discrimination or harassment to the attention of the District's Compliance Officer, that officer will:

- (1) **Upon approval by the parties involved, and when appropriate, undertake** efforts to informally resolve the charges;
- (2) Advise the complainant that he/she need not participate in informal resolution;
- (3) Notify the person of his or her right to file a formal complaint and explain the procedure for doing so;
- (4) Assure the complainant that he/she will not be required to confront, or work out problems with the person accused of unlawful discrimination or harassment;
- (5) Advise the complainant that he/she may file a non-employment based complaint with the Office for Civil Rights of the U.S. Department of Education (OCR) where such a complaint is within that agency's jurisdiction.
- (6) If the complaint is employment-related, the complainant should also be

**DISCRIMINATION AND HARASSMENT COMPLAINTS AND INVESTIGATIONS**AP No.  
3435

Board Reviewed: 8/14/96; 9/14/09; 3/10/10; 1/14/15

Page 6 of 21

advised that he or she may file a complaint with the U.S. Equal Employment Opportunity Commission (EEOC) and/or the Department of Fair Employment and Housing (DFEH) where such a complaint is within that agency's jurisdiction

**(7) Take interim steps to protect a complainant from coming into contact with a respondent, especially if the complainant is a victim of sexual violence. The District Compliance Officer, or designee, should notify the complainant of his or her options to avoid contact with the accused individual and allow students to change academic situations as appropriate. For instance, the District may prohibit the parties from having any contact with one another pending the results of the investigation.**

**Selecting an informal resolution does not extend the time limitations for filing a formal complaint.** Efforts at informal resolution may continue after the filing of a formal written complaint, but after a complaint is filed an investigation is required to be conducted pursuant to Title 5, section 59334, and will be completed unless the matter is informally resolved and the complainant dismisses the complaint in writing. Even if the complainant does dismiss the complaint, the District Compliance Officer may require the investigation to continue if he/she determines that the allegations are serious enough to warrant an investigation. Any efforts at informal resolution after the filing of a written complaint will not exceed the 90-day period for rendering the administrative determination pursuant to Title 5, section 59336.

In employment-related cases, if the complainant also files with the Department of Fair Employment and Housing or with the U.S. Equal Employment Opportunity Commission, a copy of that filing will be sent to the State Chancellor's Office requesting a determination of whether further investigation under Title 5 is required. Unless the State Chancellor's Office determines that a separate investigation is required, the District will discontinue its investigation under Title 5 and the matter will be resolved through the Department of Fair Employment and Housing or the U.S. Equal Employment Opportunity Commission.

The District will allow for representation where required by law or collective bargaining agreement and may allow for representation in other circumstances on a case-by-case basis.

**VIII. Filing a Formal Written Complaint**

If a complainant decides to file a formal written unlawful discrimination or harassment complaint against the District, he or she should be advised, but not required, to file the complaint on a form prescribed by the Chancellor's Office. The approved form is available from the District Compliance Officer, at the Rio Hondo College Website, and also at the State Chancellor's Office website.

The completed form must be filed with the District Compliance Officer or mailed directly to the State Chancellor's Office of the California Community Colleges.

If a complaint of unlawful discrimination or harassment is presented in another

**DISCRIMINATION AND HARASSMENT COMPLAINTS AND INVESTIGATIONS**AP No.  
3435

Board Reviewed: 8/14/96; 9/14/09; 3/10/10; 1/14/15

Page 7 of 21

written format, such as a letter, the District may request that the complainant complete the form. Every effort should be made to have the complaint filed on this form and to obtain the complainant's signature. However, where a complainant has indicated that he or she wishes to pursue the formal complaint process, a complaint should not be rejected solely based on the failure to file the complaint on this form. If there is a delay in obtaining a completed form, or the complainant refuses to transfer the information or otherwise complete the form but wishes to pursue the formal complaint process, the District will attach the letter to the form and open a formal investigation. While a complaint filed in an improper form is still procedurally defective under Title 5 standards, the merits of the complaint itself may still be valid and must be addressed.

Once a complaint is filed, the individual(s) accused of engaging in unlawful discriminatory or harassing conduct should be advised of that filing and the general nature of the complaint. The District will take appropriate and reasonable action to ensure that the alleged behavior does not continue while the investigation is being conducted. This should occur as soon as possible and in a manner that is appropriate under the circumstances. The District will also advise the **responding party** that an assessment of the accuracy of the allegations has not yet been made, that the complaint will be investigated, that the **responding party** will be provided an opportunity to present his/her side of the matter, and that any conduct that could be viewed as retaliatory against the complainant or any witnesses must be avoided.

**IX. Threshold Requirements Prior to Investigation of a Formal Complaint**

~~When a formal written complaint is filed it will be reviewed by the District Compliance Officer to determine if the complaint meets the following requirements:~~

- ~~• The complaint must allege unlawful discrimination or harassment prohibited under Title 5, section 59300.~~
- ~~• A complaint under Title 5<sup>1</sup> must be filed by one who alleges that he or she has personally suffered unlawful discrimination or harassment or by one who has learned of such unlawful discrimination or harassment in his or her official capacity as a College employee.~~
  - ~~• In addition, under the federal civil rights laws referenced in Section I (Purpose), this procedure also covers complaints of discrimination or harassment filed by someone, such as a representative, a family member, or other third party, on behalf of an individual or group of individuals alleged to have suffered unlawful discrimination or harassment.~~

<sup>1</sup> The portions of this procedure that pertain to communication with the State Chancellor's Office, and the appeal to that Office, do not apply unless the complainant meets the definition of complainant contained in Title 5, section 59328(a).

**DISCRIMINATION AND HARASSMENT COMPLAINTS AND INVESTIGATIONS**AP No.  
3435

Board Reviewed: 8/14/96; 9/14/09; 3/10/10; 1/14/15

Page 8 of 21

- ~~In any complaint not involving employment, the complaint must be filed within one year of the date of the alleged unlawful discrimination or within one year of the date on which the complainant knew or should have known of the facts underlying the specific incident or incidents of alleged unlawful discrimination or harassment.~~
- ~~In any complaint alleging unlawful discrimination or harassment in employment, the complaint shall be filed within 180 days of the date the alleged unlawful discrimination or harassment occurred, except that this period will be extended by no more than 90 days following the expiration of that 180 days if the complainant first obtained knowledge of the facts of the alleged violation after the expiration of 180 days.~~

**X. Advisors**

Each party is allowed an advisor or support person of their choice present with them for all investigative and disciplinary meetings, from intake through final determination. The parties may select whomever they wish to serve as their advisor as long as the advisor is eligible and available, and usually otherwise not involved in the resolution process, such as serving as a witness. The advisor may be a friend, mentor, family member, attorney or any other supporter a party chooses to advise them who is available and eligible. Witnesses cannot also serve as advisors. The parties may choose advisors from inside or outside the campus community. In cases of sexual and domestic violence or harassment the District Compliance Officer will offer a confidential survivor advocate.

Advisors should help their advisees prepare for each meeting, and are expected to advise ethically, with integrity and in good faith. The District cannot guarantee equal advisory rights, meaning that if one party selects an advisor who is an attorney, but the other party does not, or cannot afford an attorney, the District is not obligated to provide one. All advisors are subject to the same campus rules, whether they are attorneys or not. Advisors may not address campus officials in a meeting or interview unless invited to. The advisor may not make a presentation or represent the reporting party or the responding party during any meeting or proceeding and may not speak on behalf of the advisee to the investigators or adjudicators.

Advisors are expected to refrain from interference with the investigation and resolution. Any advisor who steps out of their role will be warned once and only once. If the advisor continues to disrupt or otherwise fails to respect the limits of the advisor role, the advisor will be asked to leave the meeting. When an advisor is removed from a meeting, that meeting will typically continue without the advisor present. Subsequently, the District Compliance Officer will determine whether the advisor may be reinstated, may be replaced by a different advisor, or whether the party will forfeit the right to an advisor for the remainder of the process.

**DISCRIMINATION AND HARASSMENT COMPLAINTS AND INVESTIGATIONS**AP No.  
3435

Board Reviewed: 8/14/96; 9/14/09; 3/10/10; 1/14/15

Page 9 of 21

The District expects that the parties will wish to share documentation related to the allegations with their advisors. The District provides a consent form that authorizes such sharing. The parties must complete this form before the District is able to share records with an advisor, though parties may share the information directly with their advisor if they wish. Advisors are expected to maintain the privacy of the records shared with them. These records may not be shared with 3rd parties, disclosed publicly, or used for purposes not explicitly authorized by the District. The District may seek to restrict the role of any advisor who does not respect the sensitive nature of the process or who fails to abide by the District's privacy expectations.

**X. Investigation Process**

- i. **Authorization of an Investigation:** The District Compliance Officer, or designee, shall:
  - Authorize the investigation of the complaint, and supervise and/or conduct a thorough, prompt and impartial investigation of the complaint, as set forth below. Where complainants opt for informal resolution, the designated officer will determine whether further investigation is necessary to ensure resolution of the matter and utilize the investigation process outlined below as appropriate. In the case of a formal complaint, the investigation will include interviews with the complainant, the responding party, and any other persons who may have relevant knowledge concerning the complaint. This may include victims of similar conduct.
  - Review the factual information gathered through the investigation to determine whether the alleged conduct constitutes harassment, or other unlawful discriminatory conduct, giving consideration to all factual information and the totality of the circumstances, including the nature of the verbal, physical, visual or sexual conduct, and the context in which the alleged incidents occurred.
- ii. **Investigation of the Complaint:** The District shall promptly investigate every complaint of harassment or discrimination. No claim of employee or student harassment or discrimination shall remain unexamined. This includes complaints involving activities that occur off campus and in connection with any academic, educational, extracurricular, athletic, or other programs of the District, whether those programs take place at a District facility, in a District vehicle, or at a class, training program or similar event sponsored by the District at another location.

As set forth above, where the complainant opts for an informal resolution, the District Compliance Officer may limit the scope of the investigation, as appropriate. The District will keep the investigation confidential to the extent possible, but cannot guarantee confidentiality because release of some information on a "need-to-know-basis" is essential to a thorough investigation. When determining whether to maintain confidentiality, the District may weigh the request for confidentiality against the following



**DISCRIMINATION AND HARASSMENT COMPLAINTS AND INVESTIGATIONS**AP No.  
3435

Board Reviewed: 8/14/96; 9/14/09; 3/10/10; 1/14/15

Page 10 of 21

factors: the seriousness of the alleged harassment; the complainant's age; whether there have been other harassment complaints about the same individual; and the reporting party's individual rights to receive information about the allegations if the information is maintained by the District as an "education record" under the Family Educational Rights and Privacy Act (FERPA), 20 U.S. Code Section 1232g; 34 Code Federal Regulations Part 99.15. The District will inform the complainant if it cannot maintain confidentiality.

- iii. **Investigation Steps:** The District will fairly and objectively investigate harassment and discrimination complaints. Employees designated to serve, as investigators under this policy shall have adequate training on what constitutes discrimination, including sexual harassment and sexual violence, racial discrimination, disability discrimination and age discrimination and understand how the District's grievance procedures operate. The investigator may not have any real or perceived conflicts of interest and must be able to investigate the allegations impartially.

Investigators will use the following steps: interviewing the complainant(s); interviewing the responding individual(s); identifying and interviewing witnesses and evidence identified by each party; identifying and interviewing any other witnesses, if needed; reminding all individuals interviewed of the District's no-retaliation policy; considering whether any involved person should be removed from the campus pending completion of the investigation; reviewing personnel/academic files of all involved parties; reaching a conclusion as to the allegations and any appropriate disciplinary and remedial action; and seeing that all recommended action is carried out in a timely fashion. When the District evaluates the complaint, it shall do so using a preponderance of the evidence standard. Thus, after considering all the evidence it has gathered, the District will decide whether it is more likely than not that discrimination or harassment has occurred.

- iv. **Timeline for Completion:** The District will undertake its investigation as promptly and as swiftly as possible. To that end, the investigator shall complete the above steps, and prepare a written report within 90 days of the District receiving the complaint, unless an extension has been granted. The Executive Director of Human Resources will notify all the parties involved of the District's determination, in writing, within 10 working days of the determination being made.

**Cooperation Encouraged:** All students and employees are expected to cooperate with a District investigation into allegations of harassment or discrimination. Lack of cooperation impedes the ability of the District to investigate thoroughly and respond effectively. However, lack of cooperation by a complainant or witnesses does not relieve the District of its obligation to investigate. The District will conduct an investigation if it is discovered that harassment is, or may be occurring, with or without the cooperation of the alleged victim(s) and regardless of whether a complaint is filed. If the complainant refuses to participate in the investigation, the

**DISCRIMINATION AND HARASSMENT COMPLAINTS AND INVESTIGATIONS**AP No.  
3435

Board Reviewed: 8/14/96; 9/14/09; 3/10/10; 1/14/15

Page 11 of 21

District should continue to pursue appropriate steps to limit the effects of the alleged harassment and prevent its recurrence.

**v. Written Report:**

The results of the investigation of a complaint shall be set forth in a written report that will include at least all of the following information:

- A description of the circumstances giving rise to the Formal Complaint;
- A summary of the testimony provided by each witness interviewed by the investigator;
- An analysis of relevant evidence collected during the course of the investigation;
- A specific finding as to whether there is probable cause to believe that discrimination, harassment, or retaliation occurred with respect to each allegation in the complaint; and
- Any other information deemed appropriate by the District.

**XI. Defective Complaint**

If a complaint is found to be defective, it will be immediately returned to the complainant with a complete explanation of why an investigation will not be initiated under California Code of Regulations, Title 5, section 59300, et seq. The notice will inform the complainant that the complaint does not meet the requirements of section 59328 of Title 5, and shall specify in what requirement the complaint is defective. A copy of the notice to the complainant will also be sent to the State Chancellor's Office.

**XII. Notice to State Chancellor or District**

A copy of all formal complaints filed in accordance with the Title 5 regulations will be forwarded to the State Chancellor's Office immediately upon receipt, regardless of whether the complaint is brought by a student or by an employee. Similarly, when the State Chancellor's Office receives a complaint, a copy will be forwarded to the District immediately.

**XIII. Oversight of Complaint Procedure**

The Executive Director of Human Resources is the "responsible District officer" charged with receiving complaints of discrimination or harassment, and coordinating their investigation. The actual investigation of complaints may be delegated by the Executive Director of Human Resources to other trained, qualified staff, outside persons or organizations under contract with the District. This must occur whenever the Executive Director of Human Resources is named in the complaint or implicated by the allegations in the complaint.

**DISCRIMINATION AND HARASSMENT COMPLAINTS AND INVESTIGATIONS**AP No.  
3435

Board Reviewed: 8/14/96; 9/14/09; 3/10/10; 1/14/15

Page 12 of 21

**XIV. Administrative Determination**

When the District evaluates the complaint, it shall do so using a preponderance of the evidence standard, **meaning more likely than not**. Thus, after considering all the evidence it has gathered, the District will decide whether it is more likely than not that discrimination or harassment has occurred.

In any case not involving employment discrimination or harassment, within 90 days of receiving an unlawful discrimination or harassment complaint filed under Title 5, sections 59300, et seq., the District Compliance Officer (or third party investigator) will complete the investigation and forward a copy of the investigative report to the State Chancellor, a copy of the summary of the report to the complainant, and written notice setting forth all the following to both the complainant and the State Chancellor<sup>2</sup>:

- (a) the determination of the District Compliance Officer (or third party investigator) as to whether there is probable cause to believe unlawful discrimination or harassment occurred with respect to each allegation in the complaint;
- (b) a description of actions taken, if any, to prevent similar problems from occurring in the future;
- (c) the proposed resolution of the complaint; and
- (d) the complainant's right to appeal to the District's Board of Trustees and, for Title 5 complaints, to the State Chancellor.

In any case involving employment discrimination, within 90 days of receiving an unlawful discrimination or harassment complaint filed under Title 5, sections 59300, et seq., the District Compliance Officer (or third party investigator) will complete the investigation and forward a copy of the summary of the report to the complainant, and written notice setting forth all the following to the complainant:

- (a) the determination of the District Compliance Officer (or third party investigator) as to whether there is probable cause to believe discrimination or harassment occurred with respect to each allegation in the complaint;
- (b) a description of actions taken, if any, to prevent similar problems from occurring in the future;
- (c) the proposed resolution of the complaint; and
- (d) the complainant's right to appeal to the District's Board of Trustees and to file a complaint with the Department of Fair Employment and Housing or the U.S. Equal Employment Commission.

The District will keep these documents on file for a period of at least three (3) years

<sup>2</sup> For non-employment complaints filed under the federal civil rights statutes referenced in Section I, a copy of the summary report and written notice shall be forwarded only to the complainant.

**DISCRIMINATION AND HARASSMENT COMPLAINTS AND INVESTIGATIONS**AP No.  
3435

Board Reviewed: 8/14/96; 9/14/09; 3/10/10; 1/14/15

Page 13 of 21

after closing the case, and make them available to the State Chancellor upon request.

**XV. Discipline and Corrective Action**

If harassment, discrimination, and/or retaliation occurred in violation of Board Policy 3410, Board Policy 3430, or this procedure, the District shall take disciplinary action against the **respondent** and any other remedial action it determines to be appropriate. The action will be prompt, effective, and commensurate with the severity of the offense. Remedies for the complainant might include, but are not limited to:

- ensuring that the complainant and alleged perpetrator do not attend the same classes or work in the same work area;
- **providing an escort to ensure that the complainant can move safely between classes and activities;**
- providing counseling services;
- **providing academic support services, such as tutoring;**
- arranging for a student-complainant to re-take a course or withdraw from a class without penalty, including ensuring that any changes do not adversely affect the complainant's academic record;
- reviewing any disciplinary actions taken against the complainant to see if there is a causal connection between the discrimination or harassment and the misconduct that may have resulted in the complainant being disciplined; and
- preventing offending third parties from entering campus.
- **circulating memoranda to students and staff about pertinent District policy; and**
- **other remedies deemed necessary by the District.**

If discipline is imposed, the nature of the discipline will generally not be communicated to the complainant. However, the District may disclose information about the sanction imposed on an individual who was found to have engaged in discrimination or harassment when the sanction directly relates to the complainant; for example, the District may inform the complainant that the harasser must stay away from the complainant. A victim of discrimination or harassment who is informed of disciplinary action must keep that information confidential.

Employees, students, or other persons acting on behalf of the District who engage in unlawful discrimination or harassment as defined in this policy or by state or federal law may be subject to discipline, up to and including discharge, expulsion, or termination of contract.

Disciplinary actions against faculty, staff, and students will conform to all relevant statutes, regulations, and personnel policies and procedures, including the provisions of any applicable collective bargaining agreement.

The District shall also take reasonable steps to protect the complainant from further unlawful harassment, and/or discrimination, and to protect the complainant and witnesses from retaliation as a result of communicating the complaint and/or assisting in the investigation. The District will ensure that complainants and witnesses know how

**DISCRIMINATION AND HARASSMENT COMPLAINTS AND INVESTIGATIONS**AP No.  
3435

Board Reviewed: 8/14/96; 9/14/09; 3/10/10; 1/14/15

Page 14 of 21

to report any subsequent problems, or any retaliation, or new incidents of discrimination or harassment. The District shall take reasonable steps to ensure the confidentiality of the investigation and to protect the privacy of all parties to the extent possible without impeding the District's ability to investigate and respond effectively to the complaint.

**XVI. Appeal Rights**

**If the District imposes discipline against a student or employee as a result of the findings in its investigation, the student or employee may appeal the decision using the procedure for appealing a disciplinary decision. Similarly, if the complainant is not satisfied with the process or the results of an administrative decision, he or she may also appeal using the following procedure:**

- First level of appeal: The complainant has the right to file an appeal to the District's Board of Trustees within 15 days from the date of the administrative determination. The Board will review the original complaint, the investigative report, the administrative determination, and the appeal.
- The Board will issue a final District decision in the matter within 45 days after receiving the appeal. Alternatively, the Board may elect to take no action within 45 days, in which case the original decision in the administrative determination will be deemed to be affirmed and shall become the final District decision in the matter. A copy of the final decision rendered by the Board will be forwarded to the complainant and for Title 5 complaints, to the State Chancellor's Office.
- Second level of appeal: The complainant has the right to file an appeal with the California Community College Chancellor's Office in any Title 5 case not involving employment-related unlawful discrimination or harassment within 30 days from the date that the Board issues the final District decision or permits the administrative determination to become final by taking no action within 45 days. The appeal must be accompanied by a copy of the decision by the Board or evidence showing the date on which the complainant filed an appeal with the Board, and a statement under penalty of perjury that no response was received from the Board within 45 days from that date. In any case involving employment discrimination or harassment, the complainant has the right to file a complaint with the Department of Fair Employment and Housing (DFEH) where the case is within the jurisdiction of that agency.

**XVII. Extensions**

If, for reasons beyond its control, the District is unable to comply with the 90-day or

**DISCRIMINATION AND HARASSMENT COMPLAINTS AND INVESTIGATIONS**AP No.  
3435

Board Reviewed: 8/14/96; 9/14/09; 3/10/10; 1/14/15

Page 15 of 21

150-day deadlines specified above for submission of materials to the complainant and the State Chancellor's Office, the District Compliance Officer will file a written request that the State Chancellor grant an extension of the deadline. Where an extension is deemed necessary by the District, it must be requested from the State Chancellor regardless of whether or not the case involves employment discrimination. The request will be submitted no later than 10 days prior to the expiration of the deadlines established by Title 5 in sections 59336 and/or 59340 and will set forth the reasons for the request and the date by which the District expects to be able to submit the required materials.

A copy of the request for an extension will be sent to the complainant, who will be advised that he or she may file written objections with the State Chancellor within five (5) days of receipt.

The State Chancellor may grant the request unless delay would be prejudicial to the investigation. If an extension of the 90-day deadline is granted by the State Chancellor, the 150-day deadline is automatically extended by an equal amount.

**XVIII. Confidentiality of the Process**

The District will keep the investigation confidential to the extent possible, but cannot guarantee absolute confidentiality because release of some information on a "need-to-know-basis" is essential to a thorough investigation. When determining whether to maintain confidentiality, the District may weigh the request for confidentiality against the following factors: the seriousness of the alleged discrimination or harassment; the complainant's age; whether there have been other discrimination or harassment complaints about the same individual; and the **responding** individual's rights to receive information about the allegations if the information is maintained by the District as an "education record" under the Family Educational Rights and Privacy Act (FERPA), 20 U.S. Code Section 1232g; 34 Code Federal Regulations Part 99.15. The District will inform the complainant if it cannot maintain confidentiality.

If a complainant insists that his or her name not be revealed, the District Compliance Officer (or third party investigator) should take all reasonable steps to investigate and respond to the complaint consistent with the complainant's request, as long as doing so does not jeopardize the rights of other students or employees.

Complainants, witnesses, and those accused of discrimination or harassment shall be informed of the possibility that they may be charged with allegations of defamation if they circulate the charges outside of the District's process. Persons who discuss their claims with persons outside of the process may expose themselves to tort charges. Complainants, witnesses, and those accused of discrimination or harassment will be asked to sign a confidentiality acknowledgement statement.

**XIX. Retaliation**

It is unlawful for anyone to retaliate against someone who files an unlawful discrimination or harassment complaint, who refers a matter for investigation or complaint, who participates in an investigation of a complaint, who represents or

**DISCRIMINATION AND HARASSMENT COMPLAINTS AND INVESTIGATIONS**AP No.  
3435

Board Reviewed: 8/14/06; 9/14/09; 3/10/10; 1/14/15

Page 16 of 21

serves as an advocate for an alleged victim or alleged offender, or who otherwise furthers the principles of the District's unlawful discrimination and harassment policy.

If an individual believes she/he has been subject to retaliation, the individual may file an additional or amended complaint with the District Compliance Officer. The District Compliance Officer (or third party investigator) shall investigate the claim of retaliation in accordance with these procedures.

If the District Compliance Officer (or third party investigator) determines that the complaint of retaliation is valid, in addition to any other remedies which may be appropriate (such as disciplinary action), the appropriate District administrator/manager shall take all necessary steps to end the retaliatory behavior as quickly as possible and shall provide counseling to the person performing the retaliation in regard to the rights of complainants to be free from retaliation.

**XX. Academic Freedom**

Rio Hondo Community College District Board of Trustees reaffirms its commitment to academic freedom, as defined in BP 4030, but recognizes that academic freedom does not allow any form of unlawful discrimination. Nothing in these policies and procedures shall be interpreted to prohibit bona fide academic requirements for any specific community college program, course, or activity, including participatory/shared governance and representation of constituents.

When investigating unlawful discrimination or harassment complaints containing issues of academic freedom, the District will consult with a faculty member appointed by the Academic Senate with respect to contemporary practices and standards for course content and delivery.

Reference: *Cohan v. San Bernardino Valley College* (1995) 883 F.Supp. 1407, 1412-1414, *affd. in part and revd. in part on other grounds*, (1996) 92 F.3d 968; Cal. Code Regs., tit. 5, § 59302

**XXI. Dissemination of Policy and Procedures**

All College employees will be provided with a copy of the District's written policy on unlawful discrimination and harassment at the beginning of the fall semester of each new academic year.

District policy and procedures related to harassment will include information that specifically addresses sexual violence. District Policy and Procedures related to harassment will be made available in the college catalog, emailed to all students and College employees, and will be posted on the District's Website

When hired, employees are required to sign that they have received the policy and procedures, and the signed acknowledgment of receipt is placed in each employee's personnel file.

**XXII. Notice, Training, and Education for Students and Employees**

**DISCRIMINATION AND HARASSMENT COMPLAINTS AND INVESTIGATIONS**AP No.  
3435

Board Reviewed: 8/14/96; 9/14/09; 3/10/10; 1/14/15

Page 17 of 21

Rio Hondo Community College District's Compliance Officer, or designee, shall make arrangements for, or provide training to, employees and students on the District's unlawful discrimination and harassment policy and procedures.

A workshop or informational session will be made available to all District employees at least once annually. Because of their special responsibilities under the law, supervisors will undergo mandatory training within six (6) months of assuming a supervisory position and every two (2) years thereafter. In years in which a substantive policy or procedural change has occurred, all District employees will attend a training update and/or receive a copy of the revised policies and procedures.

A workshop or informational session will be made available to all students at least once annually. The student workshop or informational session will include an explanation of the policy, how it works, and how to file a complaint. The session will also include information aimed at encouraging students to report incidents of sexual violence to the appropriate District and law enforcement authorities. In addition, a copy of the District's written policy on unlawful discrimination and harassment, as it pertains to students, will be distributed to all students through the student portal at the beginning of each fall semester.

The training and education required by this procedure shall include information and practical guidance regarding the federal and state statutory provisions concerning the prohibition against and the prevention and correction of discrimination and harassment on all bases covered by this procedure, and the remedies available to victims of discrimination and harassment.

**XXIII. Definitions**

Definitions applicable to nondiscrimination policies are as follows:

- "Accused" means the individual who allegedly unlawfully discriminated against or harassed the complainant
- "Appeal" means a request by a complainant made in writing to the Rio Hondo Community College District Board of Trustees pursuant to Title 5, section 59338, and/or to the State Chancellor's Office pursuant to Title 5, section 59339, to review the administrative determination of the District regarding a complaint of discrimination.
- "Association with a person or group with these actual or perceived characteristics" includes advocacy for or identification with people who have one or more characteristics of a protected category listed under "Unlawful Discrimination Policy" and Title 5, section 59300, participation in a group associated with persons having such characteristics, or use of a facility associated with use by such persons.
- "Complaint" means a written and signed statement meeting the requirements of



**DISCRIMINATION AND HARASSMENT COMPLAINTS AND INVESTIGATIONS**AP No.  
3435

Board Reviewed: 8/14/96; 9/14/09; 3/10/10; 1/14/15

Page 18 of 21

Title 5, section 59328<sup>3</sup> that alleges unlawful discrimination in violation of the nondiscrimination regulations adopted by the Board of Governors of the California Community Colleges, as set forth at Title 5, sections 59300, et seq.

- "Complainant" means anyone who alleges that he or she has personally suffered unlawful discrimination in violation of these policies and procedures, or a person who has learned of such unlawful discrimination, including a faculty member, administrator, student, family member, or other third party who files on behalf of an individual or group alleged to have suffered discrimination or harassment.
- "Days" means calendar days.
- "Gender" means sex, and includes a person's gender identity and gender-related appearance and behavior whether or not stereotypically associated with the person's assigned sex at birth.
- "Mental disability" includes, but is not limited to, all of the following:
  - (1) Having any mental or psychological disorder or condition, such as mental retardation, organic brain syndrome, emotional or mental illness, or specific learning disability, that limits a major life activity. For purposes of this section:
    - (A) "Limits" shall be determined without regard to mitigating measures, such as medications, assistive devices, or reasonable accommodations, unless the mitigating measure itself limits a major life activity.
    - (B) A mental or psychological disorder or condition limits a major life activity if it makes the achievement of the major life activity difficult.
    - (C) "Major life activities" shall be broadly construed and shall include physical, mental, and social activities, as well as working.
  - (2) Any other mental or psychological disorder or condition not described in paragraph (1) that requires specialized supportive services.
  - (3) Having a record or history of a mental or psychological disorder or condition described in paragraph (1) or (2), which is known to the District.
  - (4) Being regarded or treated by the District as having, or having had, any mental condition that makes achievement of a major life activity difficult.
  - (5) Being regarded or treated by the District as having, or having had, a mental or psychological disorder or condition that has no present disabling effect, but that may become a mental disability as described in paragraph (1) or (2). "Mental disability" does not include sexual behavior disorders, compulsive gambling, kleptomania, pyromania, or psychoactive substance use disorders resulting from the current unlawful use of controlled substances or other drugs.
- "Physical disability" includes, but is not limited to, all of the following:
  - (1) Having any physiological disease, disorder, condition, cosmetic disfigurement, or anatomical loss that does both of the following:

<sup>3</sup> See section VIII., Filing a Formal Written Complaint.

**DISCRIMINATION AND HARASSMENT COMPLAINTS AND INVESTIGATIONS**AP No.  
3435

Board Reviewed: 8/14/96; 9/14/09; 3/10/10; 1/14/15

Page 19 of 21

- (A) Affects one or more of the following body systems: neurological, immunological, musculoskeletal, special sense organs, respiratory, including speech organs, cardiovascular, reproductive, digestive, genitourinary, hemic and lymphatic, skin, and endocrine.
- (B) Limits a major life activity. For purposes of this section:
  - (i) "Limits" shall be determined without regard to mitigating measures such as medications, assistive devices, prosthetics, or reasonable accommodations, unless the mitigating measure itself limits a major life activity.
  - (ii) A physiological disease, disorder, condition, cosmetic disfigurement, or anatomical loss limits a major life activity if it makes the achievement of the major life activity difficult.
  - (iii) "Major life activities" shall be broadly construed and include physical, mental, and social activities and working.
- (2) Any other health impairment not described in paragraph (1) that requires specialized supportive services.
- (3) Having a record or history of a disease, disorder, condition, cosmetic disfigurement, anatomical loss, or health impairment described in paragraph (1) or (2), which is known to the District.
- (4) Being regarded or treated by the District as having, or having had, any physical condition that makes achievement of a major life activity difficult.
- (5) Being regarded or treated by the District as having, or having had, a disease, disorder, condition, cosmetic disfigurement, anatomical loss, or health impairment that has no present disabling effect but may become a physical disability as described in paragraph (1) or (2).
- (6) "Physical disability" does not include sexual behavior disorders, compulsive gambling, kleptomania, pyromania, or psychoactive substance use disorders resulting from the current unlawful use of controlled substances or other drugs.
- "District" means Rio Hondo Community College District or any District program or activity that is funded directly by the state or receives financial assistance from the state. This includes the District Personnel Commission and any other organization associated with the District or its College that receives state funding or financial assistance through the District.
- "Respondent" or "**Responding Party**" means the individual who allegedly unlawfully discriminated or sexually harassed the complainant.
- "Responsible District Officer" means the officer identified by the District to the State Chancellor's Office as the person responsible for receiving complaints filed pursuant to Title 5, section 59328, and coordinating their investigation.
- "Sex" includes, but is not limited to, pregnancy, childbirth, or medical conditions related to pregnancy or childbirth. "Sex" also includes, but is not limited to, a person's gender, as defined in section 422.56 of the Penal Code. Discrimination on the basis of sex or gender also includes sexual harassment.
- "Sexual harassment" is unlawful discrimination in the form of unwelcome sexual

**DISCRIMINATION AND HARASSMENT COMPLAINTS AND INVESTIGATIONS**AP No.  
3435

Board Reviewed: 8/14/96; 9/14/09; 3/10/10; 1/14/15

Page 20 of 21

advances, requests for sexual favors, and other verbal, visual, or physical conduct of a sexual nature, made by someone from or in the workplace or in the educational setting, and includes but is not limited to:

(1) Making unsolicited written, verbal, physical, and/or visual contacts with sexual overtones. (Examples of possible sexual harassment that appear in a written form include, but are not limited to: suggestive or obscene letters, notes, or invitations. Examples of possible visual sexual harassment include, but are not limited to: leering, gestures, display of sexually aggressive objects or pictures, cartoons, or posters.)

(2) Continuing to express sexual interest after being informed that the interest is unwelcomed.

(3) Making reprisals, threats of reprisal, or implied threats of reprisal following a rebuff of harassing behavior. The following are examples of conduct in an academic environment that might be found to be sexual harassment: threatening to withhold, or actually withholding, grades earned or deserved; suggesting a poor performance evaluation will be prepared; or suggesting a scholarship recommendation or college application will be denied.

(4) Engaging in explicit or implicit coercive sexual behavior within the work environment which is used to control, influence, or affect the employee's career, salary, and/or work environment.

(5) Engaging in explicit or implicit coercive sexual behavior within the educational environment that is used to control, influence, or affect the educational opportunities, grades, and/or learning environment of a student.

(6) Offering favors or educational or employment benefits, such as grades or promotions, favorable performance evaluations, favorable assignments, favorable duties or shifts, recommendations, reclassifications, etc., in exchange for sexual favors.

(7) Awarding educational or employment benefits, such as grades or duties or shifts, recommendations, reclassifications, etc., to any student or employee with whom the decision maker has a sexual relationship and denying such benefits to other students or employees.

- "Sexual orientation" means heterosexuality, homosexuality, or bisexuality.
- "Unlawful discrimination" means discrimination based on a category protected under Title 5, section 59300, including retaliation and sexual harassment.

**XXIV. Record Retention**

**The District will retain on file for a period of no less than three years after closing the case copies of:**

- + **The original complaint;**
- + **The investigatory report;**
- + **The summary of the report if one is prepared;**
- + **The notice provided to the complainant, of the District's administrative determination and his/her right to appeal;**
- + **Any appeal;**
- + **The District's final decision; and**
- + **Documentation of any corrective actions taken.**

**DISCRIMINATION AND HARASSMENT COMPLAINTS AND INVESTIGATIONS**AP No.  
3435

Board Reviewed: 8/14/96, 9/14/09, 3/10/10, 1/14/15

Page 21 of 21

Unlawful discrimination and harassment records that are part of an employee's employment records may be classified as permanent records and retained indefinitely in accordance with Title 5, California Code of Regulations, section 59022.

**XXV. Source /Reference:**

In so providing, Rio Hondo Community College District hereby implements the provisions of California Government Code sections 11135 through 11139.5, the Sex Equity in Education Act (Ed. Code, § 66250 et seq.), Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d), Title IX of the Education Amendments of 1972 (20 U.S.C. § 1681), section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 794), section 508 of the Rehabilitation Act of 1973 (29 U.S.C. § 794d), the Americans with Disabilities Act of 1990 (42 U.S.C. §§ 12100, et seq.), and the Age Discrimination Act (42 U.S.C. § 6101).

Education Code Section 66281.5; Government Code 12950.1; Title 5, Sections 59320, 59324, 59326, 59328, and 59300 et seq.; 34 C.F.R. Section 106.8(b).

**REPORTING OF CRIMES**AP No.  
3515

Board Reviewed: 8/12/09; 11/9/11; 6/12/13; 10/9/13

Page 1 of 4

- I. Members of Rio Hondo College who are witnesses or victims of a crime should immediately report the crime to District Security Office and the Los Angeles County Sheriff's Department, Pico Rivera Office.
- II. In the event an employee is assaulted, attacked, or menaced by a student, the employee shall notify his or her supervisor as soon as practical after the incident. The supervisor of any employee who is attacked, assaulted, or menaced shall assist the employee to promptly report the attack or assault to the District Security Office and the Los Angeles County Sheriff's Department, Pico Rivera Office. The supervisor himself or herself shall make the report if the employee is unable or unwilling to do so. Reporting a complaint to local law enforcement will not relieve the District of its obligation to investigate all complaints of harassment.
- III. The District shall publish warnings to the campus community about the following crimes:
  - Criminal homicide – murder and non-negligent manslaughter;
  - Criminal homicide – negligent manslaughter;
  - Sex offenses – forcible and non-forcible sex offenses;
  - Domestic violence, dating violence, and stalking;
  - Robbery;
  - Aggravated assault;
  - Burglary;
  - Motor vehicle theft;
  - Arson;
  - Arrests for liquor law violations, drug law violations, and illegal weapons possession;
  - Persons who were not arrested for liquor law violations, drug law violations, and illegal weapons possession, but who were referred for campus disciplinary action for same;
  - Crimes that manifest evidence that the victim was intentionally selected because of the victim's actual or perceived race, gender, religion, sexual orientation, ethnicity, or disability and involve larceny-theft, simple assault, intimidation, destruction/damage/vandalism of property, or any other crime involving bodily injury;
  - Crimes reported to the Los Angeles County Sheriffs Pico Rivera Station; and
  - Crimes that are considered to represent a continuing threat to other students and employees.
- IV. In the event that a situation arises **on campus or any District property** that, in the judgment of the Director of Facilities, constitutes an ongoing or continuing threat, a campus-wide "timely warning" will be issued. The warning will be issued through the college e-mail system to students, faculty, staff, and the campus' student newspaper. The

**REPORTING OF CRIMES**

<b>AP No. 3515</b>
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Board Reviewed: 8/12/09; 11/9/11; 6/12/13; 10/9/13

Page 2 of 4

information shall be disseminated by the Director of Marketing and Communications in a manner that aids the prevention of similar crimes.

- V. Depending on the particular circumstances of the crime, especially in all situations that could pose an immediate threat to the community and individuals, the Director of Marketing and Communications may also post a notice on the campus-wide electronic bulletin board and on the Website at: [www.riohondo.edu](http://www.riohondo.edu) providing the community with more immediate notification. The electronic bulletin board is immediately accessible via computer by all faculty, staff, and students. Anyone with information warranting a timely warning should report the circumstances to Security by phone (562) 463-3490.
- VI. The District shall not be required to provide a timely warning with respect to crimes reported to a pastoral or professional counselor.
- VII. If there is an immediate threat to the health or safety of students or employees occurring on campus, the District shall follow its emergency notification procedures.
- VIII. The District shall annually collect and distribute statistics concerning crimes on **District property campus**. All college staff with significant responsibility for student and campus activities shall report crimes about which they receive information. Employees who, in good faith, reported such activities and/or assisted the District in the investigation will be protected from retaliation.
- IX. The District shall publish an Annual Security Report every year by October 1 that contains statistics regarding crimes committed on ~~campus and at affiliated locations~~ **District property** for the previous three years. The Annual Security Report shall also include policies pertaining to campus security, alcohol and drug use, crime prevention, the reporting of crimes, sexual assault, victims' assistance program, student discipline, campus resources, and other matters. The District shall make the report available to all current students and employees. The District will also provide perspective students and employees with a copy of the Annual Security Report upon request. A copy of the Annual Security Report can be obtained by contacting Facilities Service, Room MT102, 3600 Workman Mill Road, Whittier, CA 90601 or at the Website address published at [www.riohondo.edu/facilities/security](http://www.riohondo.edu/facilities/security).
- X. To Report a Crime:  
Employees should contact Campus Security at (562) 463-3490 (non-emergencies) and dial 9-1-1 (emergencies only). Any suspicious activity or person seen in the parking lots or loitering around vehicles or inside buildings should be reported to the Pico Rivera Sheriff's Station. In addition, crimes may be reported to the following areas:
- Dean, Student Affairs
  - **Executive Dean, Counseling & Student Development & Student Equity or Dean, Counseling & Student Equity**
  - Coordinator, Student Health Services

**REPORTING OF CRIMES**AP No.  
3515

Board Reviewed: 8/12/09; 11/9/11; 6/12/13; 10/9/13

Page 3 of 4

- **Executive** Director, Human Resources
- XI. **The District does not allow victims or witnesses to report crimes on a voluntary, confidential basis for inclusion in the annual disclosure of crime statistics.** The District may disclose to a victim the final results of disciplinary proceedings of an alleged perpetrator of a crime of violence or a non-forcible sex offense, regardless of the outcome. The District may also disclose to anyone the final results of a disciplinary proceeding in which it concludes that a student violated District policy with respect to a crime of violence or non-forcible sex offense. The offenses that apply to this permissible disclosure are:
- Arson;
  - Assault offenses;
  - Burglary;
  - Criminal homicide – manslaughter by negligence;
  - Criminal homicide – murder and non-negligent manslaughter;
  - Destruction, damage, or vandalism of property;
  - Kidnapping or abduction;
  - Robbery;
  - Forcible sex offenses.
- XII. The disclosure may only include the final result of the disciplinary proceeding with respect to the alleged criminal offense. The District shall not disclose the name of any other student, including a victim or witness, unless the victim or witness has waived his or her right to confidentiality.
- XIII. **Required Reports to Local Law Enforcement Agency (CCLC)**  
**Any report of willful homicide, forcible rape, robbery, aggravated assault, sexual assault, or hate crime, committed ~~on or off campus~~ on District property, that is received by a campus security authority and made by the victim for the purposes of notifying the ~~institution~~ District or law enforcement must be immediately, or as soon as practicably possible, disclosed to the local law enforcement agency. The report shall not identify the victim, unless the victim consents to being identified after the victim has been informed of his/her right to have his/her personally identifying information withheld. If the victim does not consent to being identified, the alleged assailant shall not be identified in the information disclosed to the local law enforcement agency unless the institution determines that both of the following apply, in which case the institution shall disclose the identity of the alleged assailant to the local law enforcement agency and notify the victim of the disclosure:**
- **the alleged assailant represents a serious or ongoing threat to the safety of students, employees, or the institution; and**
  - **the immediate assistance of the local law enforcement agency is necessary to contact or detain the assailant.**

**REPORTING OF CRIMES**

<b>AP No. 3515</b>
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Board Reviewed: 8/12/09; 11/9/11; 6/12/13; 10/9/13

Page 4 of 4

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- XIII. Reference:  
Penal Code Section 245;  
Education Code Section 212; 87014;  
The Handbook for Campus Safety and Security Reporting  
U.S. Department of Education  
Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics  
Act of 1998;  
20 U.S.C. § 1232g;  
34 C.F.R. 668.46; 34 C.F.R. 99.31(a)(13), (14);  
Campus Security Act of 1990



**SEXUAL AND OTHER ASSAULTS ON CAMPUS**AP No.  
3540

Board Reviewed: 8/12/09; 10/9/13

Page 1 of 5

This procedure is legally required.

- I. **For additional information and resources on sexual assault, domestic violence, dating violence, and stalking in the educational/campus environment, the Department of Justice has established a clearinghouse of resources geared towards colleges and universities, which can be accessed at the California Attorney General's website. (CCLC)**

Any sexual assault or physical abuse, including, but not limited to, rape, domestic violence, dating violence, sexual assault, or stalking as defined by California law, whether committed by an employee, student, or member of the public, occurring on District property, in connection with any of the academic, educational, extracurricular, athletic, and other programs of the District, whether those programs take place in the District's facilities or at another location, or on an off-campus site or facility maintained by the District, or on grounds or facilities maintained by a student organization, is a violation of District policies, and is subject to all applicable punishment, including criminal procedures and employee or student discipline procedures.

- II. "Sexual assault" includes but is not limited to, rape, forced sodomy, forced oral copulation, rape by a foreign object, sexual battery, or threat of sexual assault. The following definitions should be applied in the context of this administrative procedure:
- "Dating violence" means violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of a romantic or intimate relationship will be determined based on the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.
  - "Domestic violence" includes felony or misdemeanor crimes of violence committed by:
    - a current or former spouse of the victim;
    - a person with whom the victim shares a child in common;
    - a person who is cohabitating with or has cohabitated with the victim as a spouse;
    - a person similarly situated to a spouse of the victim under California law; or
    - any other person against an adult or youth victim who is protected from that person's acts under California law.
  - "Stalking" means engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for his or her safety or the safety of others, or to suffer substantial emotional distress.

**It is the responsibility of each person involved in sexual activity to ensure that he or she has the affirmative consent of the other or others to engage in the sexual activity. Lack of protest or**

**SEXUAL AND OTHER ASSAULTS ON CAMPUS**

<b>AP No. 3540</b>
------------------------

Board Reviewed: 8/12/09; 10/9/13

Page 2 of 5

**resistance does not mean consent, nor does silence mean consent. Affirmative consent must be ongoing throughout a sexual activity and can be revoked at any time. The existence of a dating relationship between them should never by itself be assumed to be an indicator of consent.**

**"Affirmative consent" means affirmative, conscious, and voluntary agreement to engage in sexual activity. (CCLC)**

- III. These written procedures and protocols are designed to ensure that victims of domestic violence, dating violence, sexual assault, or stalking receive treatment and information. (For physical assaults/violence, see also AP 3500, 3510, and 3515).
- IV. All students, faculty members, or staff members who allege they are the victims of domestic violence, dating violence, sexual assault, or stalking on District property shall be provided with information regarding options and assistance available to them. Information shall be available from the **District Compliance Officer (Executive Director of Human Resources)**, who shall maintain the identity and other information about alleged sexual assault victims as confidential unless and until the District Compliance Officer or designee is authorized to release such information.
- V. The District Compliance Officer, or designee, shall provide all alleged victims of domestic violence, dating violence, sexual assault, or stalking with the following, **upon request**:
- A copy of the District's policy and procedure regarding domestic violence, dating violence, sexual assault, or stalking;
  - A list of personnel on campus who should be notified and procedures for such notification, if the alleged victim consents; District Compliance Officer, Director of Facilities Services, Evening College Supervisor, Security Office, and Weekend College Coordinator, **Survivor Advocate**, should be notified.
  - **Information about the importance of preserving evidence and the identification and location of witnesses; (CCLC)**
  - A description of available services and the persons on campus available to provide those services, if requested. Services and those responsible for providing or arranging them include the following:
 

**24-Hour Sexual & Domestic Violence Counseling:**

o East Los Angeles Rape Hotline (bilingual)	800-585-6231
o <b>LA Rape &amp; Battering Hotline (bilingual)</b>	626-793-3385
o Project Sister Sexual Assault Crisis Center Claremont	909-623-1619
o Santa Monica Rape Treatment Center	310-319-4000
o <b>RAINN online hotline</b>	<a href="https://hotline.rainn.org/">https://hotline.rainn.org/</a>

Hospitals (Transportation is available to a hospital, if necessary)

**SEXUAL AND OTHER ASSAULTS ON CAMPUS**

<b>AP No. 3540</b>
------------------------

Board Reviewed: 8/12/09; 10/9/13

Page 3 of 5

- o Presbyterian Intercommunity Hospital (SART available) 562-698-0811
- o Whittier Hospital 562-945-3561
- o Greater El Monte Hospital 626-579-7777
- o Queen of the Valley, West Covina 626-962-4011

VI. The District Compliance Officer, or designee, should provide **victims survivors** with information about the victim assistance resources:

- Some financial assistance may be available to victims through the Los Angeles County District Attorney's Office. Under California law, some victims of crime may receive financial assistance for unreimbursed medical and income losses as a result of the crime. For information on this program, call Los Angeles County Victim/Witness Assistance Program, 562-807-7212;
- Counseling by District Psychological Services, Student Services Building 562-463-7302, or referral to a counseling center;
- **Confidential Survivor Advocate, Student Union room 202 or local crisis center (see above hotline numbers);**
- Notice to the police, if desired;
- Other available campus resources or appropriate off-campus resources.

A description of each of the following procedures may be provided upon request:

- Criminal prosecution;
- Civil prosecution (i.e., lawsuit);
- District disciplinary procedures, both student and employee;
- Modification of class schedules;
- Tutoring, if necessary.

VII. The District Compliance Officer, should be available to provide assistance to District Security Office regarding how to respond appropriately to reports of sexual violence.

VIII. The District will investigate all complaints alleging sexual assault under the procedures for sexual harassment investigations described in AP 3435, regardless of whether a complaint is filed with local law enforcement.

All alleged victims of sexual assault on District property shall be kept informed, through the District Compliance Officer, of any ongoing investigation. Information shall include the status of any student or employee disciplinary proceedings or appeal; alleged victims of domestic violence, dating violence, sexual assault, or stalking are required to maintain any such information in confidence, unless the alleged assailant has waived rights to confidentiality.

IX. **A complainant or witness who participates in an investigation of sexual assault, domestic violence, dating violence, or stalking will not be subject to disciplinary sanctions for a violation of the District's student conduct policy at**

**SEXUAL AND OTHER ASSAULTS ON CAMPUS**AP No.  
3540

Board Reviewed: 8/12/09; 10/9/13

Page 4 of 5

- or near the time of the incident, unless the District determines that the violation was egregious, including but not limited to, an action that places the health or safety of any other person at risk or involves plagiarism, cheating, or academic honesty.
- X. In the evaluation of complaints in any disciplinary process, it shall not be a valid excuse to alleged lack of affirmative consent that the accused believed that the complainant consented to the sexual activity under either of the following circumstances:
- The accused's belief in affirmative consent arose from the intoxication or recklessness of the accused;
  - The accused did not take reasonable steps, in the circumstances known to the accused at the time, to ascertain whether the complainant affirmatively consented.
- XI. In the evaluation of complaints in the disciplinary process, it shall not be a valid excuse that the accused believed that the complainant affirmatively consented to the sexual activity if the accused knew or reasonably should have known that the complainant was unable to consent to the sexual activity under any of the following circumstances.
- The complainant was asleep or unconscious;
  - The complainant was incapacitated due to the influence of drugs, alcohol, or medication, so that the complainant could not understand the fact, nature, or extent of the sexual activity.
  - The complainant was unable to communicate due to a mental or physical condition. (CCLC)
- IX. XII. The District shall maintain the identity of any alleged victim ~~or~~ witness, **or third-party reporter** of domestic violence, dating violence, sexual assault, or stalking on District property, as defined above, in confidence unless the alleged victim, ~~or~~ witness, **or third-party reporter** specifically waives that right to confidentiality. All inquiries from reporters or other media representatives about alleged domestic violence, dating violence, sexual assaults, or stalking on District property shall be referred to the District's Director of Marketing and Communications, who shall work with the District Compliance Officer to ensure that all confidentiality rights are maintained.
- XIII. Additionally, the Annual Security Report will include a statement regarding the District's programs to prevent sex offenses and procedures that should be followed after a sex offense occurs. The statement must include the following:
- A description of educational programs to promote the awareness of rape, acquaintance rape, and other forcible and non-forcible sex offenses;
  - Procedures to follow if a domestic violence, dating violence, sex offense, or stalking occurs, including who should be contacted, the importance of preserving evidence to prove a criminal offense, and to whom the alleged offense should be reported;

**SEXUAL AND OTHER ASSAULTS ON CAMPUS**

<b>AP No. 3540</b>
------------------------

Board Reviewed: 8/12/09; 10/9/13

Page 5 of 5

- Information on a student's right to notify appropriate law enforcement authorities, including on-campus and local police, and a statement that campus personnel will assist the student in notifying these authorities, if the student so requests;
- Information for students about existing on- and off-campus counseling, mental health, or other student services for victims of sex offenses;
- Notice to students that the campus will change a victim's academic situation after an alleged domestic violence, dating violence, sex offense, or stalking and of the options for those changes, if those changes are requested by the victim and are reasonably available;
- Procedures for campus disciplinary action in cases of an alleged domestic violence, dating violence, sex offense, or stalking including a clear statement that:
  - The **accuser and the accused reporting and responding parties** are entitled to the same opportunities to have **others one advisor, advocate, or support person** present during a disciplinary proceeding; and
  - Both the **accuser and the accused reporting and responding parties** must be informed of the outcome of any institutional disciplinary proceeding resulting from an alleged sex offense. Compliance with this paragraph does not violate the Family Educational Rights and Privacy Act. For the purposes of this paragraph, the outcome of a disciplinary proceeding means the final determination with respect to the alleged domestic violence, dating violence, sex offense, or stalking and any sanction that is imposed against the **accused respondent**.
- A description of the sanctions the campus may impose following a final determination by a campus disciplinary proceeding regarding rape, acquaintance rape, or other forcible or non-forcible sex offenses, domestic violence, dating violence, or stalking.

**XIV. Education and Prevention Information**

The District Compliance Officer or designee shall:

- Provide, as part of each campus' established on-campus orientation program, education and prevention information about domestic violence, dating violence, sexual assault, **and** or stalking. The information shall be developed in collaboration with campus-based and community-based victim advocacy organizations **and shall include the District's sexual assault policy and prevention strategies including empowerment programming for victim prevention, awareness raising campaigns, primary prevention, bystander intervention, and risk reduction.**
- Post sexual violence prevention and education information on the campus internet Website regarding domestic violence, dating violence, or stalking.

**XIVXV. References / Sources:**

Education Code Sections 67385 **and 67386**;  
 20 U.S.C. § 1092(f);  
 34 C.F.R. § 668.46(b)(11)

**SMOKING ON CAMPUS**

<b>AP No. 3570</b>
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Board Reviewed: 8/12/09; 6/12/13

Page 1 of 2

- I. Smoking is not allowed on campus except in designated areas as indicated on the Campus Directory, **and violations may be subject to fines up to \$100 (BP 3570).**
- II. Smoking is prohibited within 20 feet of a main exit, entrance, operable window, or mechanical air intake of any campus building **on District property.**
- III. Smoking is prohibited inside any indoor area of any campus building **on District property.**
- IV. "Covered parking lot" means an area designated for the parking of vehicles that is enclosed or contains a roof or ceiling, but does not include lobbies, lounges, waiting areas, stairwells, and restrooms that are a structural part of the parking lot or a building to which it is attached.
- V. "Smoking" means engaging in an act that generates smoke, such as, for example: possessing a lit pipe, a lit hookah pipe, an operating electronic cigarette, a lit cigar, or a lit cigarette of any kind; or lighting or igniting a pipe, a hookah pipe, a cigar, or a cigarette of any kind (Public Health Law and Policy – Technical Assistance Legal Center).
- VI. Smoking is prohibited in any enclosed place of employment on **campus District property**, including lobbies, lounges, waiting areas, stairwells, and restrooms that are a structural part of any building that is a place of employment.

**Tobacco products, including cigarettes, cigars, little cigars, chewing tobacco, pipe tobacco, snuff, and an electronic device that delivers nicotine or other vaporized liquids to a person inhaling from the device (e.g., e-cigarettes and vaporizers) may not be used within 250 feet of a youth sports event. A youth sports event is any practice, game, or related activity organized by any entity at which athletes up to 18 years of age are present. (CCLC)**

Note: Governing bodies of each community college district have the authority to enforce these requirements by citation and fine. If a campus adopts the enforcement and fine authority, it must post signs stating its tobacco use policy and inform employees and students of the policy (Government Code section 75971.1)

- VI VII. ~~Smoking is not allowed on campus except in designated areas as indicated on the Campus Directory, and violations may be subject to fines up to \$100 (BP 3570).~~ (move to paragraph I)

VII IV. References:

**SMOKING ON CAMPUS**

AP No. 3570
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Board Reviewed: 8/12/09; 6/12/13

Page 2 of 2

Government Code Sections 7596, 7597, 7597.1 and 7598;  
Labor Code Section 6404.5;  
**Health and Safety Code Section 104495;**  
Title 8, Section 5148

**SECURING OF COPYRIGHT**

AP No. 3710
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Board Reviewed: NEW

Page 1 of 1

- I. It is the responsibility of interested parties to follow the necessary procedures for securing a copyright.

This may include but is not limited to:

- Registering that copyright with the United States Copyright Office.
- Acquiring and paying for necessary rights from third parties (paid by the party seeking the copyright) if the creation of the work and/or securing of the copyright requires such acquisition.

- II. After proper acquisition of copyright, all information secured shall be subject to Copyright Law and must be attributed or otherwise subject to prohibition.

- III. Source / References:  
Intellectual Property BP/AP 3715  
Ed Code Section 72207, 81459  
17 US Code 201



INTELLECTUAL PROPERTYAP No.  
3715

Board Reviewed: 12/9/09

Page 1 of 4

**NOTE: THE FOLLOWING PROCEDURE IS LEGALLY ADVISED. LOCAL PRACTICE MAY BE INSERTED. THE FOLLOWING IS TAKEN FROM THE RHC 2004-07 CERTIFICATED CONTRACT, ARTICLE 23, PGS 97-100.**

## I. Introduction

This procedure is not intended to govern administrative or classified copyrights. Those rights for work prepared outside the course and scope of college employment, shall be regulated by Title 17 of the United States Code.

## II. Purpose

The District and the RHCFA have a mutual interest in establishing an environment that encourages creativity and innovation of Faculty Members in developing instructional materials and excellence in their field of specialty. To pursue that goal, Article 23: Intellectual Property of the Collective Bargaining Agreement will identify the owners of the copyrights to certain works that may be created by Faculty Members, and to identify the uses that may be made of those works by Faculty Members and the District.

## III. Definitions

"Works" means any material that is eligible for copyright protection including (but not limited to) instructional materials in all media forms (e.g., syllabi, lectures, student exercises, computer software, web-based activities, textbooks, study materials, course management tools and tests) books, articles, dramatic and musical compositions, poetry, narratives, analyses (e.g., scientific, logical, opinion or criticism), works of art and design, photographs, films, video and audio recordings, computer software, architectural and engineering drawings, and choreography.

"License means permission to use a work. A "non-exclusive license" is one (1) that gives permission to use a work while that same work may also be used by the party who gave the permission and by others to whom permission is also given.

## IV. Ownership of Copyrights

## A. Ownership by Faculty Members

1. The Collective Bargaining Agreement ("the CBA") between the Faculty and the District obligates the Faculty Member to teach their assigned courses, and perform other duties, according to the terms set forth in the CBA. The District, however, acknowledges that the terms of the CBA are not intended and shall not be construed to grant any ownership rights to any materials produced by the Faculty in furtherance of these duties; and that the District does not have an interest under The CBA in any copyrights to work created by the Faculty Members in support of or related to their performance of instructional or other duties, including both classroom and distance education.

INTELLECTUAL PROPERTY

<b>AP No.</b> <b>3715</b>
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Board Reviewed: 12/9/08

Page 2 of 4

2. All copyrights to works created by Faculty Members shall be owned by the Faculty Member or Members who created the works, even if those works are created in connection with courses they teach, or other duties they perform as Faculty Members, while they are employed by the District and in connection with their employment, unless the work is created under the exceptional circumstances set forth in Section ~~B 2.a~~ ~~or 2.b~~ below.

**B. Ownership by the District**

1. The District will own the copyright to any work or other materials that is created for the purpose of being a part of (i) the documentation of curriculum of the District, such as a course outline or description; (ii) an information publication or promotional materials of the College, such as catalogs, class schedules, or advertisements; or (iii) an administrative policy of the District.
2. The Faculty and the District foresee a potential mutual interest for the District to provide additional support in the form of extraordinary financial, staff, technical or other resources, or release time, in order to sponsor work to be created by a Faculty Member in addition to his or her obligations under the CBA. In such a case, the District and the Faculty Member enter into an express written agreement regarding the ownership of the copyright of the work. In order that the District acquire any ownership rights to the copyright in said work, the agreement must
  - Be made prior to substantial completion of the work;
  - Set forth a description of the work to be created and a specific time period in which the work that gives rise to the copyright is to be created;
  - Set forth the proportional ownership of the copyright, the terms of use of the work;
  - Include an express waiver by the Faculty Member of the rights in the copyright to which the member would otherwise be entitled under this article.

This paragraph shall not be construed to grant the District any copyright in any work absent such an express written agreement. The Faculty Member shall own the rights to any copyright for work related to, but not included in the description in said agreement or primarily created outside the period of time set forth in the agreement.

**V. Permitted Uses****A. Use of work when copyright is owned by Faculty Member**

INTELLECTUAL PROPERTYAP No.  
3715

Board Reviewed: 12/9/09

Page 3 of 4

## B. Uses by Faculty

1. The District acknowledges that Faculty Members may use works whose copyrights they own in any way not in violation of any currently existing District Policy, including, for example, authorizing the for-profit publication of such works in return for royalties paid solely to Faculty Members, without any further authorization from the District. The District may not be required to pay royalties or other fees to any Faculty Member for the use of works, to which the Faculty Member owns the copyright, in the performance of that Faculty Member's obligations under the CBA.

## C. Uses by District

1. The District may use works whose registered copyrights are owned by a Faculty Member, with the oral or written consent of that same Faculty Member, in the following ways: (1) to reproduce such works (for example, by photocopying them, by duplicating computer disks on which they have been saved, or by installing them on computer networks); (2) to distribute such works (to students in classes); (3) to perform or display such works (for example, in classroom teaching, by web casting, or by broadcasting). There shall be no restriction on use from unregistered copyrights.
2. The District may not, however, authorize others to use works for which a Faculty Member owns the copyright, unless the District first obtains the written consent of the Faculty Member who owns the work's copyright.
3. Use of work when copyright is owned by District
4. Faculty Members acknowledge that the District may use works whose copyrights the District owns in any and all ways it may wish, including, for example, authorizing the for-profit publication of such works in return for royalties paid solely to the District, subject only to the non-exclusive license of the Faculty Member who created the work to use it (in the manner set forth in ~~paragraph E.2.b.~~ **Section D** below), without any further authorization from the Faculty Members who created those works. ~~B-Uses by Faculty Member~~

## D. Uses by Faculty

1. Faculty Members shall have a non-exclusive license to use works they created, whose copyrights are owned by the District with the oral or written consent of the District, in the following ways: (1) to reproduce such works (for example, by photocopying them, by duplicating computer disks on which they have been saved, or by installing them on computer networks); (2) to distribute such works (for example, to students in classes); (3) to perform or display such

INTELLECTUAL PROPERTYAP No.  
3715

Board Reviewed: 12/9/09

Page 4 of 4

works (for example, in classroom teaching, by web casting, or by broadcasting); and (6 4) to create derivative works (for example, companion materials or updated versions). There shall be no restriction on use from unregistered copyrights.

2. Faculty Members may do these things themselves, but may not authorize them to be done by others, unless they first obtain the written consent of the District.

## VI. Responsibilities

## A. Registration of copyright

1. It shall be the responsibility of the party who owns the copyright, in full or in part, to work to register that copyright with the United States Copyright Office.
2. Acquiring and paying for necessary rights from third parties **is the responsibility of the party who owns the copyright.**
3. If the creation or use of a work requires rights to be acquired from third parties, such rights shall be acquired and paid for by the party (i.e., the Faculty Member or the District) who owns the copyright to that work or according to the proportionate shares in ownership unless the agreement granting part or all of the copyright states other obligations.

## B. Dispute Resolution

1. Disputes between Faculty Members and the District concerning Article shall be resolved pursuant to the grievance procedures, Article 16 of the Collective Bargaining Agreement. (RHC Certificated Bargaining Agreement, Article 23).

## VII. Reference: 17 USC 101 et seq; 35 USC 101 et seq; and 37 CFR 1.1 et seq

GRADUATION REQUIREMENTS

<b>AP No. 4100</b>
------------------------

Board Reviewed: 8/15/07; 12/12/12; 5/14/14; 6/10/15

Page 1 of 4

- I. At the Academic Senate's final meeting of the academic year, the Academic Senate on behalf of the faculty of Rio Hondo College will recommend that students who have completed the requirements for a degree be conferred that degree with all rights, privileges, and responsibilities thereunto appertaining.

The degree of Associate ~~of~~ Arts or Associate ~~of~~ Science will be conferred upon any student satisfactorily completing ~~the following requirements: a~~ A two-year prescribed departmental college curriculum with a minimum of 60 units, for the Associate in Arts degree or the Associate in Science degree (a 2.0 average GPA or better and) with at least twelve (12) units in residence which will include:

~~II. —~~

~~A. — A two-year prescribed departmental college curriculum of 60 units for the Associate in Arts degree or the Associate in Science degree (2.0 average or better) with at least twelve (12) units in residence.~~

~~A. — The degree of Associate in Arts or Associate in Science will be conferred with~~ A ~~a~~ major consisting of a minimum of eighteen (18) units in an area of emphasis (or major). A listing of all majors can be found in the degree listing in the college catalog. ~~Major course criteria; and satisfactory completion of any one of the following three general education course criteria;~~

~~B. — The Associate in Arts degree or Associate in Science degree will be awarded to any student upon satisfactory completion of any one of the following three general education course criteria;~~

~~Option I: Certified completion of the California State University General Education breadth pattern (CSUGE);~~

~~Option II: Certified completion of the Intersegmental General Education Transfer Curriculum (IGETC) pattern;~~

~~III. — Option III: Certified completion of the Rio Hondo College General Education and Proficiency requirements as listed below:~~

~~A.1. — A minimum "C" grade for all course work within the major~~

~~B.2. — No non-degree applicable course work can be included in the total number of units earned towards a major degree.~~

~~C.3. — Two physical education activity courses.~~

~~D.4. — American Institutions Requirements – successful completion of one of the following courses: HIST 143, HIST 143H, HIST 144, 144H, HIST 158, HIST 159, 159H, 170, POLS 110 or POLS 110H or Advanced~~

GRADUATION REQUIREMENTS

<b>AP No. 4100</b>
------------------------

Board Reviewed: 8/15/07; 12/12/12; 5/14/14; 6/10/15

Page 2 of 4

Placement examination scores of 3, 4, or 5 on either of the following exams: U.S. Government and Politics or U.S. History.

E-5. Competence in reading and written expression that may be met by:

a. The reading requirement may be met by one of the following:

1) a. Letter grade of "C" or better Credit ("P" grade) earned in READ 043 023 or higher-level reading course placement into READ 101

2) b. Appropriate score on the reading assessment test or appropriate multiple measures placement. Appropriate score on the reading assessment test or appropriate multiple measures placement, according to Rio Hondo College's multiple measures placement rules for direct and non-direct matriculants as directed by the Chancellor's office on 03/10/17.

3) c. 2 or 4 year degree from a regionally accredited U.S. institution.

b. The written expression requirement may be met by one of the following:

a-1) Credit earned (grade of "C" or better) in ENGL 101 (College Composition and Research).

b-2) A satisfactory score on the CSU English Equivalency Exam (to be determined by the Division of Communications and Languages).

c-3) Students earning a "C" or better in freshman composition courses (three (3) or more semester units/four (4) or more quarter units) from regionally-accredited colleges and universities.

d-4) Advanced Placement examination scores of 3, 4, or 5 on either of the following exams: AP English Language & Composition or English Literature & Composition.

e-5) CLEP examination scores of 50 or higher on the following exams: College Composition, College Composition Modular, English Composition (if taken before July 2010).

F6. Competence in mathematics that may be met by one of the following:

GRADUATION REQUIREMENTS

<b>AP No. 4100</b>
------------------------

Board Reviewed: 8/15/07; 12/12/12; 5/14/14; 6/10/15

Page 3 of 4

- ~~1-a.~~ Credit ("C" grade or better) in MATH 060 (Geometry), MATH 070 (Intermediate Algebra), MATH 070 (Intermediate Algebra), or MATH 072 (The Mathematics of Money), or MATH 073 (B-STEM Intermediate Algebra) or MATH 073B, or a higher level math quantitative reasoning course.
- ~~2-b.~~ A satisfactory score on the Rio Hondo College Math Proficiency Exam.
- ~~c.~~ Advanced Placement examination scores of 3, 4 or 5 on any of the following exams: AP Calculus AB or AP Calculus BC or AP Statistics.
- ~~d.~~ CLEP examination scores of 50 or higher on the following exams: Calculus, College Algebra, College Algebra-Trig, and Trigonometry.

~~3.~~

~~G-7.~~ Completion of general education course requirements of course-work in each of four (4) areas, in addition to the major(s) requirement. The four (4) area requirements and courses from which a student may choose are as follows:

- ~~a.~~ 1. Natural Sciences with Lab (a lab must be included) – minimum of three (3) units.
- ~~b.~~ 2. Social and Behavioral Sciences – minimum of three (3) units.
- ~~c.~~ 3. Humanities – select one course from each of:
- ~~i.~~ Fine Arts - minimum of three (3) units
  - ~~ii.~~ Humanities - minimum of three (3) units
- ~~d.~~ 4. Language and Rationality – select one (1) course from each of:
- ~~i.~~ English Composition - minimum of three (3) units.
  - ~~ii.~~ Communication and Analytical Thinking - minimum of three (3) units

- IV. The Degree of Associate in Arts for Transfer or Associate in Science for Transfer will be conferred with a major consisting of a minimum of eighteen (18) units in an area of emphasis (or major). A listing of all AA-T or AS-T degrees can be found in the degree listing in the college catalog. Major Degree course criteria includes the following:

**GRADUATION REQUIREMENTS**

AP No. 4100
----------------

Board Reviewed: 8/15/07; 12/12/12; 5/14/14; 6/10/15

Page 4 of 4

- A. Completion of a minimum of sixty (60) CSU transferable semester units.
  - B. Minimum GPA of 2.0 in all CSU-transferable coursework (some majors may require a higher GPA).
  - C. Completion of the major units with a grade of "C" or better or a "P" if -the course is taken on a Pass-No Pass basis.
  - D. Certified completion of the California State University General Education Breadth (CSUGE) pattern; or the Intersegmental General Education Transfer Curriculum (IGETC) pattern.
- V. District policies and procedures regarding general education and degree requirements are published in the college catalog and are filed with the State Chancellor's Office.
- VI. Reference:
- Title 5, Section 55060; Accreditation Standard II.A.



GRADING AND ACADEMIC RECORD SYMBOLS

AP No. 4230
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Board Reviewed: 8/15/07; 4/11/12

Page 1 of 1

**Note:** This procedure is *legally required*. Local practice may be inserted, but must comply with Title 5. The grading symbols permitted include the following:

- | I. | Evaluative symbols:   | <i>Grade Point:</i> |
|----|---|---------------------|
| A. | A – Excellent   | 4                   |
| B. | B – Good  | 3                   |
| C. | C – Satisfactory  | 2                   |
| D. | D – (Less than satisfactory)  | 1                   |
| E. | F – Failing   | 0                   |
| F. | <i>P – Pass (satisfactory)</i>  |                     |
| G. | <i>NP – No Pass (not satisfactory)</i>  |                     |
| H. | <i>SP - Satisfactory Progress towards completion of the course (Used for noncredit courses only and is not supplanted by any other symbol.)</i> |                     |
- II. Non - Evaluative symbols:
- |    |   |
|----|---|
| A. | I – Incomplete  |
| B. | IP – In Progress  |
| C. | RD – Report Delayed   |
| D. | W – Withdrawal  |
| E. | MW – Military Withdrawal  |
| F. | <b>EW – Excused Withdrawal (The EW symbol may be used to denote withdrawal in accordance with Title 5 Section 55024.)</b> |
- III. Source / Reference:
- Title 5, Section 55023, **55024**

ACADEMIC RENEWAL

<b>AP No. 4240</b>
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Board Reviewed: 2/17/10; 12/8/10; 5/14/14; 6/8/16

Page 1 of 2

- I. Students may petition to have their academic record reviewed for academic renewal of substandard academic performance ~~under the following conditions; by meeting the academic renewal guidelines.~~
  - ~~• Students must have achieved a grade point average of 2.0 in 30 units and~~
  - ~~• At least two years must have elapsed from the time the course work to be removed was completed. (Approved by Senate)~~
- II. Students may apply for academic renewal multiple times. Up to 30 units of course work, in total, may be eliminated from consideration in the cumulative grade point average.
- III. Specific courses and/or categories of courses that are exempt from academic renewal must be described. Academic renewal actions are irreversible. When academic renewal procedures permit previously recorded substandard coursework to be disregarded in the computation of a student's grade point average, the student's permanent academic record should contain an accurate record of all coursework to ensure a complete academic history.
- IV. Academic renewal procedures may not conflict with the District's obligation to retain and destroy records or with the instructor's ability to determine a student's final grade.
- V. Academic Renewal Guidelines (RHC Catalog)

The academic renewal procedure permits the alleviation of a student's previously recorded substandard academic performance that is not reflective of a student's present demonstrated ability and level of performance. Academic renewal may gain for students the benefits of their current level of ability and performance and not permanently penalize them for poor performance in the past.

Therefore, within the regulations listed, Rio Hondo College may disregard ~~particul~~ previously recorded substandard work from a student's cumulative grade-point average.

1. Students may petition to have their academic record reviewed for academic renewal through the Admissions and Records Office to remove previous substandard work (any course in which a grade below 2.00 has been recorded) taken at Rio Hondo College. The District Superintendent/President, or designee, may grant permission.
2. Up to 30 units may be alleviated.
3. A student's current demonstrated ability may be the basis for alleviating previous substandard work.
4. ~~From the last substandard work to be alleviated.~~ In order to qualify, the student must meet one of the following criteria:

**ACADEMIC RENEWAL**

AP No. 4240
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Board Reviewed: 2/17/10; 12/8/10; 5/14/14; 6/8/16

Page 2 of 2

Option I: the following Earn 30 consecutive units with a minimum of a 2.0 GPA from any accredited college or university, following the completion of the most recent substandard work to be alleviated from any accredited college or university must average at least a 2.00 GPA in order to qualify, and two years must have elapsed since the most recent work to be alleviated.

Option II: Earn 15 consecutive units with a minimum of a 2.5 GPA from any accredited college or university, following the completion of the most recent substandard work to be alleviated, and one year must have elapsed since the most recent work to be alleviated.

~~6. Two years must have elapsed since the most recent work to be alleviated.~~

~~6-5. —The student's academic record will be appropriately marked indicating those courses that have been alleviated.~~

VI. When academic work is alleviated, grades are not removed; they are noted and subtracted from the grade point average. All entries remain legible so that a true and complete record is maintained. There is no assurance that alleviated courses will be treated similarly by other educational institutions outside the District.

VII. Source / Reference:  
Title 5, Section 55044 and 55046.



**RIO HONDO COMMUNITY COLLEGE DISTRICT  
REGULAR MEETING OF THE BOARD OF TRUSTEES  
MINUTES – WEDNESDAY, July 11, 2018, 6:00 P.M.**

- Location:** Rio Hondo College Board Room  
3600 Workman Mill Road, Whittier CA 90601
- Members Present:**  
Ms. Madeline Shapiro, President  
Ms. Vicky Santana, Vice President (Arrived 6:12 p.m.)  
Ms. Mary Ann Pacheco, Clerk  
Ms. Norma E. Garcia  
Ms. Diana Laureano, Student Trustee
- Members Absent:** Mr. Gary Mendez, Member (Excused)
- Staff Members:**  
Ms. Teresa Dreyfuss, Superintendent/President  
Dr. Laura Ramirez, Vice President Academic Affairs  
Mr. Yulian Ligioso, Vice President, Finance and Business  
Ms. Michelle Bean, Academic Senate President  
Ms. Jill Pfeiffer, RHCFA President  
Ms. Sandra Rivera, CSEA President  
  
Ms. Angie P. Tomasich (Recorder)

**I. CALL TO ORDER**

**A. Call to Order**

Ms. Shapiro called the meeting to order at 6:05 p.m.

**B. Pledge of Allegiance**

Dr. Laura Ramirez led the Pledge of Allegiance.

**C. Roll Call**

All Board members were reported present with the exception of Vicky Santana, who later arrived at 6:12 p.m. and Gary Mendez, who was absent but excused.

**D. Approval of Minutes:**

59. On motion of Ms. Pacheco, seconded by Ms. Garcia, the Board voted unanimously by vote of the three members present (Garcia, Pacheco and Shapiro] to approve the minutes of June 13, 2018.

**Student Trustee Advisory Vote was aye.**

**E. Open Communication for Public Comment – None**

Board President Shapiro stated the following:

Before we begin public comments today, I'd like to formally welcome all of our employees. We appreciate you taking the time to share your perspectives with us.

Please allow me to update the community on the status of the incident that occurred on May 31.

First, in our commitment to campus safety, Rio Hondo College followed all policies, procedures and laws, under the guidance of attorneys, throughout this process.

The individual in question resigned effective July 3, 2018. This action formally ended our internal administrative process, but the external, independent probe by the Los Angeles County Sheriff's Department's Pico Rivera Station continues.

I would like to also acknowledge the concerns we have heard regarding this situation. Due to confidentiality laws that apply to personnel issues, there are details that we legally cannot share.

At the request of employees, we have and will continue to provide confidential counseling to individuals affected by the situation.

I would like to take this moment to thank our staff for stepping forward during what must have been a difficult experience to inform us of the situation.

As Board President, I can assure you that my fellow Board of Trustees and I have total confidence in the way President Teresa Dreyfuss and Executive Director of Human Resources, Loy Nashua, handled this incident. We stand behind them and support them 100 percent.

Also, as part of our dedication to inclusive and collaborative leadership, our Planning Fiscal Council is charged with recommending revisions to our current board policies and administrative procedures. This forum provides a space where any member of our campus community can share in the effort to make Rio Hondo College a stronger institution.

We invite any individual who would like to provide their input to submit their suggestions to Dr. Laura Ramirez or Michelle Bean, Co-Chairs of the Planning Fiscal Council.

At this point, the Board feels the College has dealt with this incident and ensuing issues appropriately.

Again, thank you all for coming tonight.

**F. Presentations**

- **Sabbatical Leave** (*Mark Littrell*)
- **Marketing & Communications Videos** (*Ruthie Retana*)

**II. CONSENT AGENDA**

60. On motion of Ms. Garcia, seconded by Ms. Pacheco, the Board voted unanimously by vote of the three members present (Garcia, Pacheco, and Shapiro] to approve the following Consent Agenda.

**Student Trustee Advisory Vote was aye.**

**Ms. Santana arrived at this point of the meeting**

**A. FINANCE & BUSINESS**

**1. Finance and Business Reports**

- a. **Purchase Order Report*** – Approved Purchase Order Report containing purchases for the preceding month.
- b. **Payroll Warrant Report*** – Approved the payroll Warrant Report for the month of June 2018
- c. **District Budget Transfer Report*** – Approved the District Budget Transfer Report.

**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:

None

**3. Approve Grant Agreement: Youth Empowerment Strategies for Success – Independent Living Program (YESS-ILP) 2018- 2019: The Foundation for California Community Colleges**

The Foundation for California Community Colleges has extended funding for Youth Skills Developing Training Services for the period beginning July 1, 2018 - June 30, 2019 in the amount of \$22,500.00 to operate the program.

The funding is contingent upon the California Department of Social Services (CDSS) Grant Award to the Foundation for California Community Colleges. The program assists current and emancipated foster youth, ages 16 - 21, in transitioning from the child welfare system into adulthood and self-sufficiency.

The Board of Trustees approved the grant funding and authorized the Administration to execute appropriate documents on behalf of the District.

**4. Approve Grant Agreement: Commercial Sexual Exploitation of Children (CSEC) 2018-2019: The California Community College Chancellor’s Office (CCCCO)**

The California Community College Chancellor’s Office (CCCCO) has extended funding for Commercial Sexual Exploitation of Children (CSEC) for the period beginning July 1, 2018 - June 30, 2019 in the amount of \$4,250.00 to operate the program.

Rio Hondo Community College District has provided (CSEC) services since approximately 2012. The purpose of CSEC, a joint project of the Chancellor's Office and the California Department of Social Services, is to provide quality education and training opportunities to foster parents and to assist them in preventing commercial exploitation of the foster children in their care.

The Board of Trustees approved the grant funding and authorized the Administration to execute appropriate documents on behalf of the District.

5. **Approve Grant Agreement: Foster Kinship Care Education (FKCE) 2018-2019: The California Community College Chancellor's Office (CCCCO)**

The California Community College Chancellor's Office (CCCCO) has extended funding for Foster Kinship Care Education (FKCE) for the period beginning July 1, 2018 - June 30, 2019 in the amount of \$182,857.00 to operate the program.

Rio Hondo Community College District has provided (FKCE) services since approximately 1999. The purpose of the FKCE, a joint project of the Chancellor's Office and the California Department of Social Services, is to provide quality education and training opportunities to foster parents and to assist them in meeting the needs of the foster children in their care.

The Board of Trustees approved the grant funding and authorized the Administration to execute appropriate documents on behalf of the District.

6. **Approve Off Campus Project Agreement – Federal Work-Study Program: El Monte Promise Foundation (A Project of Community Partners)**

The Financial Aid, Scholarships and Veteran Services Department would like to have an Off Campus Project Agreement with El Monte Promise Foundation to enable Rio Hondo students, who qualified for the Federal Work-Study Program, to provide tutoring to El Monte Promise Foundation students in Math, Reading, English and Science subjects.

Rio Hondo students will be paid \$11.00 - \$11.50 per hour from the Work Study Program Grant; as authorized by the U.S. Commission of Education pursuant of Title 1, Part C, of the Economic Opportunity Act of 1964, public Law 88-452, 78 Stat. 573.

Term is from July 12, 2018 through June 30, 2019.

The Board of Trustees approved the Off Campus Project Agreement with El Monte Promise Foundation and authorized the Administration to execute contracts on behalf of the District.

7. **Approve Off Campus Project Agreement – Federal Work-Study Program: Valle Lindo School District**

The Financial Aid, Scholarships and Veteran Services Department would like to have an Off Campus Project Agreement with Valle Lindo School District to enable Rio Hondo students, who qualified for the Federal Work-Study Program, to provide tutoring to Valle Lindo School District students in Math, Reading, English and Science subjects.

Rio Hondo students will be paid \$11.00 - \$11.50 per hour from the Work Study Program Grant; as authorized by the U.S. Commission of Education pursuant of Title 1, Part C, of the Economic Opportunity Act of 1964, public Law 88-452, 78 Stat. 573.

Term is from July 12, 2018 through June 30, 2019.

The Board of Trustees approved the Off Campus Project Agreement with Valle Lindo School District and authorized the Administration to execute contracts on behalf of the District.

8. **Approve Non-Disclosure Agreement and START Program Agreement: Tesla**

The Career and Technical Education would like to have a Non-Disclosure Agreement (NDA) and START Program Agreement (Agreement) with Tesla to provide classroom and hands-on instruction (Tesla START Program) leading to the potential placement of successful Rio Hondo College students as Tesla service technicians with Tesla service centers throughout the United States.

Tesla will provide (a) Tesla vehicles for training purposes, (b) Onsite Tesla START instructor to teach all Tesla-specific courses, (c) Tesla-specific course materials (e.g., slides, handouts, labs, exams, etc.), and (d) Tesla-specific tooling.

Term is from July 12, 2018 through July 11, 2019 with two (2) annual renewal options.

The Board of Trustees approved the NDA Agreement and START Program Agreement with Tesla and authorized the Administration to execute the appropriate documents on behalf of the District.

9. **Approve Partner Acceptance Document: Red Hat Academy**

The Business Division is requesting approval of a Partner Acceptance Document with Red Hat in order to participate in the Red Hat Academy Program at no cost to the District.

The Red Hat Academy Program is a learning tool to be used by students enrolled in Rio Hondo college's cybersecurity and Amazon cloud computing courses to fulfill the Linux learning objectives required by the programs and industry. This Partner Agreement will enable up to 200 students to access the Red Hat Linux operating system resources.

The term begins July 12, 2018 and continues through July 11, 2019.



The Board of Trustees approved the Partner Acceptance Document with Red Hat Academy as presented above and authorized the Administration to execute the appropriate documents on behalf of the District.

10. **Approve Organization Subscription Agreement – Accountability Management System: Taskstream Holdings LLC dba Watermark Insights LLC**

The Institutional Research and Planning Department [is requesting approval of](#) an Organization Subscription Agreement (Agreement) with Taskstream Holdings LLC dba Watermark Insights LLC (Watermark) to utilize the Accountability Management System (AMS).

AMS is an assessment software tool that District Faculty and Administration can use for doing the District Annual Program Plan and Program Review. Term is from July 1, 2018 through June 30, 2020 with a not to exceed amount of \$33,583.00 to be paid from General Funds. See cost breakdown below:

Year 1 - \$20,583.00

Year 2 - \$13,000.00

Total Cost - \$33,583.00

The Board of Trustees approved the Agreement with Watermark as presented above and authorized the Administration to execute the appropriate documents on behalf of the District.

11. **Approve 2017-2018 Campus Safety and Sexual Assault Allocation to Rio Hondo College from California Community College Chancellor's Office**

The California State Legislature approved \$2.5 million dollars of one-time funding in the 2017-18 State Budget to support compliance with state and federal requirements regarding preventing and addressing sexual harassment, including sexual violence.

Allocation of funds under this program must be utilized toward developing policies to address any complaints alleging sexual harassment, including sexual violence by a student, a school employee, or a third party, including, but not limited to procedures to conduct a reliable, impartial investigation; notification processes; timelines to resolve complaints; and protection of the due process rights of an alleged perpetrator. Colleges may expend these funds to meet the mandates of SB 967 or the Violence Against Women Reauthorization Act (VAWA).

The one-time funds of \$23,536.00 will be distributed via the State Apportionment System in March 2018 with a final encumbrance date of June 30, 2020.

The Board of Trustees approved the allocation from the California Community College Chancellor's Office and authorized the Administration to execute appropriate documents on behalf of the District.

12. **Approve Clinical Affiliation Agreement: AHMC Anaheim Regional Medical Center**

The Health Science Nursing Department is requesting approval of a clinical affiliation agreement with AHMC Anaheim Regional Medical Center in providing clinical experience for students. The term begins August 11, 2018 and continues through August 10, 2020.

The Board of Trustees approved the clinical affiliation agreement with AHMC Anaheim Regional Medical Center as presented above and authorized the Administration to execute the appropriate documents on behalf of the District.

13. **Approve Clinical Affiliation Agreement: Canyon Ridge Hospital**

The Health Science Nursing Department is requesting approval of a clinical affiliation agreement with Canyon Ridge Hospital in providing clinical experience for students. The term begins August 1, 2018 and continues through July 31, 2021.

The Board of Trustees approves the clinical affiliation agreement with Canyon Ridge Hospital as presented above and authorized the Administration to execute the appropriate documents on behalf of the District.

14. **Approve Memorandum of Understanding (MOU) for Concurrent/Dual Enrollment Offering to High School Students: St. John Bosco High School**

Rio Hondo Community College (RHCC) will work collaboratively with St. John Bosco High School to promote the enrollment of students in graduation equivalency courses offered by RHCC according to the educational needs of the students and accept credit earned at RHCC toward meeting graduation requirements as set by the aforementioned school districts.

The term is from July 12, 2018 through June 30, 2020 with a three (3) annual renewal options.

The Board of Trustees approved the MOU for concurrent/dual enrollment courses with St. John Bosco High School as summarized above and authorized the Administration to execute appropriate documents on behalf of the District.

15. **Ratification for Child Care Management System Agreement (Care Cloud): MCT Technology, Inc.**

The Child Development Center (CDC) has ended its contract with Center Track, which was used for monitoring attendance records. In lieu, CDC engaged MCT Technology, Inc. which was able to provide more functionality, such as, Monthly Attendance Sheet, CDE Forms, Teacher/Admin Communication, Training and Support, User friendly Website, Digital Pin Sign In, Parent Communication Tool and Assessment

Tool with the use of Care Cloud and will be paid from General Funds at a not to exceed amount of \$3,028.00. See cost breakdown below:

1. CareControl & mSign Implementation (One Time) - \$1,840.00
2. CareControl, ChildFolio and mSign SaaS Fee - \$1,188.00  
(August 2018 – June 2019)

Total Cost - \$3,028.00

Term is from June 20, 2018 through June 19, 2019.

The Board of Trustees ratified the Agreement with MCT Technology, Inc. at a cost not to exceed \$3,028.00 to be paid from General Funds and authorized the Administration to execute the appropriate documents on behalf of the District.

**16. Ratify Modification No. P00008 to Contract No. HSBP1016P00096: DHS - Customs & Border Protection**

On February 8, 2017 the Board of Trustees approved agenda item II.A.6 for approval of Modification No. 1 to PO HSBP1016P00096 to exercise Option Period 1, which is a new Period of Performance from January 1, 2017 through December 31, 2017. Estimated contract value at completion of Period of Performance (PoP) is \$712,683.75.

On February 21, 2018 the Board of Trustees approved agenda item II.A.13 for approval of Modification No. P00006 to extend the period of performance by six (6) months, which begins January 1, 2018 through June 30, 2018 and Modification No. P00007 to provide funding in the amount of \$207,888.00 for the extended period of performance described in Modification No. P00006.

Modification No. P00008 is issued by Department of Homeland Security (DHS) - Customs & Border Protection to extend the period of performance by two (2) months, which begins July 1, 2018 through August 31, 2018 and to provide funding in the amount of \$69,296.00 for the extended period of performance described in Modification No. P00008.

The total value of Contract No. HSBP1016P00096 as a result of Modification No. P00008 is now \$989,867.75 (\$920,571.75 + \$69,296.00).

The Board of Trustees ratified Modification No. P00008 to Contract No. HSBP1016P00096 and authorized the Administration to execute the appropriate documents on behalf of the District.

**17. Approve Clinical Affiliation Agreement: El Encanto Healthcare & Rehab**

The Health Science Nursing Department is requesting approval of a clinical affiliation agreement with El Encanto Healthcare & Rehab in providing clinical experience for students. The term begins July 12, 2018 and continues through July 11, 2021.

The Board of Trustees approved the clinical affiliation agreement with El Encanto Healthcare & Rehab as presented above and authorized the Administration to execute the appropriate documents on behalf of the District.

**18. Approve Clinical Affiliation Agreement: Dignity Health California Hospital Medical Center**

The Health Science Nursing Department is requesting approval of a clinical affiliation agreement with Dignity Health California Hospital Medical Center in providing clinical experience for students. The term begins July 12, 2018 and continues through July 11, 2021.

The Board of Trustees approved the clinical affiliation agreement with Dignity Health California Hospital Medical Center as presented above and authorized the Administration to execute the appropriate documents on behalf of the District.

**19. Approve Clinical Affiliation Agreement: College Hospital (Cerritos)**

The Health Science Nursing Department is requesting approval of a clinical affiliation agreement with College Hospital (Cerritos) in providing clinical experience for students. The term begins July 12, 2018 and continues through July 11, 2021.

The Board of Trustees approved the clinical affiliation agreement with College Hospital (Cerritos) as presented above and authorized the Administration to execute the appropriate documents on behalf of the District.

**20. Approve Clinical Affiliation Agreement: Greater El Monte Community Hospital**

The Health Science Nursing Department is requesting approval of a clinical affiliation agreement with Greater El Monte Community Hospital in providing clinical experience for students. The term begins July 12, 2018 and continues through July 11, 2021.

The Board of Trustees approved the clinical affiliation agreement with Greater El Monte Community Hospital as presented above and authorized the Administration to execute the appropriate documents on behalf of the District.

**21. Approval of Clinical Internship/Mentorship Agreement – University of Phoenix**

The Health Science and Nursing Division is requesting approval of a clinical internship/mentorship agreement with University of Phoenix to enable a Master of Nursing Program student [Somporn (Pam) Sunantaprawhit] from the University of Phoenix to start a mentorship with Rio Hondo College.

The term begins July 12, 2018 and continues through June 30, 2020.

The Board of Trustees approved the clinical internship/mentorship agreement with University of Phoenix as presented above and authorized the Administration to execute the appropriate documents on behalf of the District.

**22. Approve Acceptance of Funding: BCM Foundation - CAMP Rio**

The BCM Foundation (a private foundation) has awarded Rio Hondo College \$32,500.00 for a funding period of June 2018 - July 2018.

These funds are intended to expand Rio Hondo's one-week CAMP Rio program into a project-based summer learning program. CAMP Rio is designed to serve 45 Boys and Girls Club of Whittier members ages 11-13 by providing faculty-led academic programs, including Coding, Design/Printmaking, and Electronic music using project-based learning techniques and curriculum. The three learning tracks selected are a blend of age-appropriate direct instruction, hands-on work, resource sharing, and peer collaboration and feedback. In addition to the technical tracks, students enjoy a rich experience outside the classroom that includes activities such as soccer, volleyball, basketball, and fun in Rio's pool. Project presentations by student teams will be made at the end of the week.

The Board of Trustees approved acceptance of BCM Foundation funding as described above and authorize the Administration to execute appropriate documents on behalf of the District.

**23. Memorandum of Understanding (MOU): Dental Assistant Program - Tri-Cities Regional Occupational Program (TCROP) 2018-2019**

The Continuing Education Department would like to have an MOU with Tri-Cities Regional Occupational Program (TCROP) to co-sponsor a Dental Assistant Program.

Under the MOU TCROP will:

- Provide classroom facilities located at Pioneer High School, 10800 Ben Avon Street, Unit E, Whittier, California, 90606, for a Dental Assistant course which will be offered to Rio Hondo Community College (RHCC) students as well as to TCROP adult students. Dates of the two classes are August 20, 2018 to January 9, 2019, plus 3 Saturdays TBA and January 15, 2019 to May 24, 2019 plus 3 Saturdays TBA for the 2018/2019 school year.
- Provide the Dental Assistant course of 420 hours, as authorized by the State of California Dental Board.
- Provide an instructor(s) for the Dental Assistant course who holds the appropriate teaching credential issued from the California Commission on Teacher Credentialing and is also certified and licensed by the State of California as an RDA.
- Provide the necessary dental equipment in proper working order for students to complete the program.
- Provide a certificate of course completion for those students who successfully complete the Dental Assistant course.
- Provide free parking to students during class times. Students are responsible for any citations received from parking off campus.

- Provide the following, provided the student successfully completes the requirements:
  - State of California Radiation Safety Certificate
  - State of California Infection Control Certificate
  - American Heart Association CPR Certificate

Under the MOU Rio Hondo College (RHC) will:

- Collect tuition from its students and will pay TCROP \$1,200.00 (pending funding by the Rio Hondo Region Adult Education Consortium), less the partnership fee of \$100 for each enrollee.
- Retain all records related to the Dental Assistant course in their original form indefinitely.

Term is from August 1, 2018 through June 30, 2019.

The Board of Trustees approved the MOU with Tri-Cities Regional Occupational Program as summarized above and authorized the Administration to execute the appropriate documents on behalf of the District.

**24. Ratification of Grant No. BA-18-141257: Los Angeles Scholars Investment Fund (LASIF) Young Men of Color (YMO) Initiative - California Community Foundation**

The California Community Foundation has awarded Rio Hondo College \$90,000.00 (\$45,000.00 per year) under the LASIF YMO Initiative for 2 years (2018/2019 and 2019/2020).

These funds are intended to provide financial support for an estimated 66 young men of color through the Rio Hondo College Promise which guarantees one-year priority registration and free tuition to graduates of the Whittier Union, El Monte Union, and El Rancho Unified School Districts while working to expand and align student supports at Rio Hondo to increase degree completion and transfer rates.

The Board of Trustees ratified the Grant funding as described above and authorized the Administration to execute appropriate documents on behalf of the District.

**25. Approve Acceptance of California Community College Mental Health Services - Grant Agreement No. 18-077-014**

The California Community College Chancellor's Office has awarded Rio Hondo College \$250,000.00 for a funding period of July 2018 - June 2020.

These funds are intended to expand Rio Hondo's Mental Health Services to reach and respond to the increased number of students on campus requesting and seeking mental health services. This funding will allow the College to create a community network of referral services as well as increase the number of mental health center staff addressing student mental health issues.

The Board of Trustees approved acceptance of the Mental Health Services funding as described above and authorized the Administration to execute appropriate documents on behalf of the District.

**26. Approve Acceptance of California Chancellor's Office Associate Degree Nursing (ADN) Funding 2018-2019**

The California Community College Chancellor's Office has awarded Rio Hondo College \$202,963.00 for a funding period of July 2018 - June 2019.

These funds are intended to address student attrition and retention, and to increase the growth and capacity of California Community College Associate Degree Nursing (ADN) programs.

In FY 2018-2019 the Chancellor's office is combining the Enrollment Growth and Retention into one funding stream.

The Board of Trustees approved acceptance of the ADN funding as described above and authorized the Administration to execute appropriate documents on behalf of the District.

**27. Ratification of Grant No. BA-18-144057: Support for Rio Hondo College Promise Program College Completion Services - California Community Foundation**

The California Community Foundation has awarded Rio Hondo College a one-year project grant in the amount of \$30,000.00 to support the Rio Hondo College Promise Program's college completion services.

The aim of the program is to strengthen the academic and student supports provided to college promise program participants receiving financial support through the enhancement of K-12 partnerships, advising/tutoring, financial counselling, remediation innovation, etc. The Rio Hondo College Promise Program serves 386 students, 350 of which are BOG eligible in the surrounding areas of the City of Industry, with plans to expand in the following years.

The Board of Trustees ratified the Grant funding as described above and authorized the Administration to execute appropriate documents on behalf of the District.

**28. 2018-19 Wage Increase – Management & Confidentials**

The 2018-2019 salary increase (on the schedule) to the current members of Management/Confidentials is 2.71% (COLA) retroactive from July 1, 2018.

The Board of Trustees approved the salary 2018-2019 increase to the current members of the Rio Hondo College Management & Confidentials as outlined above and authorized the Administration to execute the appropriate documents on behalf of the District.

**29. 2018-19 Wage Increase – Management & Confidentials**

The 2018-2019 salary increase (on the schedule) to the current members of Management/Confidentials is 2.71% (COLA) retroactive from July 1, 2018.

The Board of Trustees approved the salary 2018-2019 increase to the current members of the Rio Hondo College Management & Confidentials as outlined above and authorized the Administration to execute the appropriate documents on behalf of the District.

**30. 2018/2019 Budget Augmentation – Classified Positions**

During fiscal year 2017/2018, the District negotiated with CSEA regarding centralized scheduling.

An additional 47.5% Scheduling Technician is needed agreed by both parties to be augmented from District Unrestricted General Fund.

<u>Job Title</u>	<u>FTE</u>	<u>Range</u>	<u>Cost</u>
Scheduling Technician	47.5%	27	\$24,000

The Board of Trustees approve the 2018/2019 budget augmentation of classified position listed above from District Unrestricted General Fund.

**31. Additional Scope and Additional Fees for Design Services for Beam Replacement Firing Range Project – IDS Group**

On March 08, 2017, the Board of Trustees approved IDS Group for additional scope and fees to Design the Beam replacement at the Pistol Range project to address additional items other than what they were previously approved for, the additional fee also includes for Bidding support, Construction Administration and Closeout services in the amount not to exceed \$9,700.00 for a revised contract amount of \$ 21,700.00.

On July 12, 2017, the Board of Trustees approved IDS for additional services to provide project cost estimate for the project. IDS Group provided a proposal to provide a detailed estimate for the project in the amount of \$2,300.00 for a revised contract amount of \$ 24,000.00.

On December 13, 2017 The Board of Trustees approved IDS for additional services required to address a DSA requirement to replace existing roofs adjacent to the glue lam beams. IDS group provided a proposal to provide the services in preparing the necessary documents to achieve DSA approval for the design of replacing the existing roofs in the amount not to exceed of \$5,500, for a revised contract amount of \$29,500

Additional services are now being required to address a DSA requirement to create a new DSA application number for the replace existing roofs adjacent to the glue lam beams. DSA did not allow the scope of work to be an addendum to the current DSA approved documents. IDS group provided a proposal in the amount not to exceed of \$5,680 to provide the services in preparing the necessary documents to achieve DSA approval for the design of replacing the existing roofs.



IDS Group proposed fee has been reviewed by the Program Management and College Administration and found to be appropriate for the additional scope required.

The Board of Trustees authorized an increase to the contract value of IDS Group, for additional design services in the amount not to exceed \$5,680.00 for a revised total contract amount of \$35,180.00 from Scheduled Maintenance Funds and authorized the Administration to execute the appropriate documents on behalf of the District.

**32. Amendment to Bookstore Operating Agreement: Follett Higher Education Group, Inc.**

The Bookstore Operating Agreement (Agreement) between Rio Hondo College (District) and Follett Higher Education Group, Inc. was issued on July 1, 2008 and amended by a First Amendment dated July 1, 2010, a Second Amendment dated July 1, 2015, and a Third Amendment dated September 1, 2016.

The Fourth Amendment to the Agreement is issued for the following:

1. Extend term effective July 1, 2018 through June 30, 2023 with automatic 5-year renewal term.
2. Follett to provide an aggregate amount of \$500,000.00 over a ten (10) year period effective July 1, 2018.
3. Follett to donate \$7,500.00 annually to Rio Hondo Foundation.

The Board of Trustees ratified the Fourth Amendment to the Bookstore Operating Agreement and authorized the Administration to execute appropriate documents on behalf of the District.

**33. Ratify Amendment to Phase II Memorandum of Understanding (MOU) between Los Angeles County Workforce Development Board and Mandated Partners of Los Angeles County's America's Job Center of California (AJCC) System**

The MOU between the Los Angeles County Workforce Development Board and Mandated Partners of Los Angeles County's America's Job Center of California (AJCC) System was signed on July 1, 2016 and amended by Phase II MOU dated September 1, 2017.

The Amendment is issued to amend Phase II MOU, effective June 15, 2018, for the following:

- A. To incorporate regular, affiliate and specialized AJCC's into the Infrastructure Funding Agreement (IFA);
- B. To make additional, removals and other changes in the listing of AJCC System Partners;
- C. Update outdated provisions and attachments; and
- D. Extend term of the MOU, effective June 15, 2018 through June 30, 2020.

The Board of Trustees ratified the Amendment to the Phase II MOU and authorized the Administration to execute appropriate documents on behalf of the District.

**34. One Year Extension of Campus Security and Tram Driver Services – U.S. Security Services**

On July 8, 2015, the Board of Trustees approved the agenda for the award of Bid No. 2040 – Campus Security and Tram Driver Services to U.S. Security Associates with a not to exceed amount of \$463,710.52 per year to be paid from General/Parking Funds (Item II.A.34).

On June 14, 2017, the Board of Trustees approved the agenda for Amendment No. 1 to adjust the fee schedule to comply with the Los Angeles County Code Chapter 8.100.040 Minimum Wage Increase; and cost not to exceed \$573,000.00 per year to be paid from General/Parking Funds (Item II.A.14).

On June 13, 2018 the Board of Trustees approved the agenda for Amendment No. 2 which was issued to cover required services up to the end of the 2017-2018 fiscal year; and cost not to exceed \$620,000.00 per year to be paid from General/Parking Funds. See breakdown below:

Original Annual Contract Amount:	\$463,710.52
Amendment No. 1:	\$109,289.48
Amendment No. 2:	\$ 47,000.00
Total Annual Contract Amount:	\$620,000.00

The Board of Trustees approved the One Year Extension of the Campus Security and Tram Driver Services Agreement with U.S. Security Associates with cost not to exceed \$620,000.00 per year and to be paid from General/Parking Funds and authorized the Administration to execute the appropriate documents on behalf of the District.

**35. “L” Tower Seismic Upgrade Project – Relocation of Art Department Statue – Dunkel Bros. Machinery Moving, Inc.**

The L Tower is currently being upgraded for a seismic upgrade. Prior to excavating to install steel bracing for the foundation of the building the relocation of an art design statue that was placed in the upper quad planter. Due to the size and weight of the statue, special handling and relocation will need to take place. In discussion with the Art Dept. Dean, it was discussed to relocate the statue to the outside quad area between the Wray Theatre and Campus Inn buildings.

Program Management received a proposal by Dunkel Bros. to relocate the statue in the amount not to exceed \$3,725.00

The proposal has been reviewed by the Program Management staff and the College administration and has deemed the proposal from Dunkel Bros. in the amount not to exceed of \$3,725.00 to be acceptable for conducting relocation and moving Services.

The Board of Trustees approved the proposal for \$3,725.00 from Dunkel Bros. Machinery Moving, Inc. for relocating the Art Statue for the L Tower Seismic Upgrade Project from Bond Funds and authorized the Administration to execute appropriate documents on behalf of the District.

**36. Authorization to Purchase GO RIO TAP Cards from Transit Agencies for 2018-2019 Fiscal Year**

Staff has met and finalized negotiations with the transit authorities from El Monte Transit, Foothill Transit, Metro, Montebello Bus Lines, and Norwalk Transit System. Bus ridership varies with each transit partner and cost is based upon previous and projected ridership calculations.

- El Monte Transit will assess funds not to exceed \$2,000 for the year
- Foothill Transit will assess funds not to exceed \$25,000 for the year
- Metro will assess funds not to exceed \$75,000 for the year
- Montebello Bus Lines will assess funds not to exceed \$45,000 for the year
- Norwalk Transit Systems will assess funds not to exceed \$80,000 for the year

Staff recommends the purchase of TAP sticker and card access for the entire 2018-19 year not to exceed \$227,000 from the General Fund.

The Board of Trustees authorized staff to purchase TAP card access for Rio Hondo College full-time students for the 2018-2019 year not to exceed \$227,000 from the General Fund and authorized the Administration to sign appropriate documents on behalf of the District.

**37. Continuing Education**

- a. Robert Cullen – To present “Helping Families Cope Successfully with Healthcare Financial Crisis”. Saving Mom & Dad is a unique book written to guide families through the perils of caring for elderly people during their last years. Saving Mom & Dad teaches consumers how to obtain government assistance to pay for long-term care without having to go broke fast. Dates of service: July 12, 2018 – June 30, 2019. Payment will be split 60% to Rio Hondo College and 40% to the consultant.

**38. Consultants**

- a. Career and Technical Education Services – To provide a Project Manager for Rio Hondo College led Strong Workforce Round 2 Regional Project “Energy Construction & Utilities – Sustainability” Dates of service: August 1, 2018 – December 31, 2019. Cost not to exceed \$50,000.00 from Strong Workforce Regional Round 2-Energy Grant.
- b. James O. Pike III – To present and facilitate a module during the 2018 CTE Career Exploration Summer Academy. Dates of service: July 16-20, 2018. Cost not to exceed \$1,500.00 from Deputy Sector Navigator Grant.
- c. Vital Health Strategies LLC – To (1) develop and teach a non-credit course in a health career pathway; (2) to participate in implementation of health career pathways Strong Workforce projects in K-14; (3) to conduct an assessment of the healthcare industry’s workforce and incumbent worker training needs; (4) to support the regional Strong Workforce health care projects in the LA Region. Dates of service: July 12, 2018 – December 31, 2018. Cost not to exceed \$70,000.00 from Strong Workforce Regional Health Grant.

- d. Juarez Consulting, Inc. – To serve as an expert advisor for staff and task force providing services to undocumented students and provide training and resources as requested. Dates of service: July 12, 2018 – September 30, 2018. Cost not to exceed \$5,000.00 from Student Equity Grant.

**B. PERSONNEL**

1. Academic

a. Special Assignments, Summer 2018

The following faculty will receive a stipend, no to exceed \$1,400, paid out of the BCM Foundation Grant, to facilitate workshops for “Camp Rio”, a partnership between Rio Hondo College and the Boys and Girls Club of Whittier. This event will take place Monday July 16, 2018 – Thursday July 19, 2018.

BRENES, Orlando	Kinesiology, Dance, & Athletics
ESKO, Teddi	Kinesiology, Dance, & Athletics
HARLOW, Brenda	Business
HERERRA, Rene	Kinesiology, Dance, & Athletics
SMITH, Stephen	Kinesiology, Dance, & Athletics
WHEELER, George	Art & Cultural Programs
MOLINA, Jose Luis	Art & Cultural Programs
STEVENS-GANDARA, Erin	Art & Cultural Programs

The following instructor will be paid a stipend, not to exceed \$1,400, paid out of Student Equity, for participating in the Statistics Support Lab. The stipend includes the delivery of one-on-one and small group tutoring sessions.

RYAN, Mutsuno	Math, Sciences & Engineering
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The following instructors will be paid a stipend, not to exceed \$1,680, paid out of Student Equity, for participating in the Statistics Support Lab. The stipend includes the delivery of one-on-one and small group tutoring sessions.

MCWILLIAMS, Geoffrey	Math, Sciences & Engineering
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The following instructors will be paid a stipend, not to exceed \$2,520, paid out of Student Equity, for participating in the Statistics Support Lab. The stipend includes the delivery of one-on-one and small group tutoring sessions.

RYAN, John	Math, Sciences & Engineering
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The following instructor will be paid a stipend, not to exceed \$3,360 paid out of Student Equity, for participating in the Statistics Support Lab. The stipend includes the delivery of one-on-one and small group tutoring sessions.

MILLER, Greg	Math, Sciences & Engineering
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The following faculty will be paid a stipend of \$250 for each workshop designed, up to 4 workshops, for drop-n Directed Learning Activities to be offered in the Reading Lab. These stipends will be paid out of the Basic Skills Student Success Transformation Grant. Work to take place Summer 2018 thru Fall 2018.

CURLEE, Karleen                      Communications & Languages  
BELL, Sharon                              Communications & Languages

The following faculty will be paid a stipend, in the amount of \$1000, paid out of the Basic Skills Student Success and Transformation Grant, to develop professional development activities for English 101SP, 101S, and 101 courses. Deliverables include: Alignment rubric linking ENG 101S and 101SP to the ENG 101 outcomes/objectives; Expectation and Guidelines for faculty teaching ENG 101/101S/101SP; Begin collecting instructional activities/strategies/materials for ENG 101S/SP; and Create outline of Canvas Faculty Shell.

KOGER, Michael                      Communications & Languages  
ISAAC, Lily                                Communications & Languages  
CURINGTON, Bill                      Communications & Languages

The following faculty coordinator will be paid a stipend, in the amount of \$1000, paid out of the Basic Skills Student Success and Transformation Grant, for coordinating Summer AB705 meetings. Coordinator will call and prepare agendas for meetings and ensure that all members contribute to the process. Deliverables for the group include: description of support services and common language to put on math syllabi to require low performing students to use services, Research and decide on type of co-requisite model to implement and Research to include supplemental instruction and tutoring models.

HSIAO, Jupei                      Math, Sciences & Engineering

The following faculty will receive a \$500 stipend, paid out of the Basic Skills Student Success and Transformation Grant, for participating in Summer AB705 meetings. Deliverable include: description of support services and common language to put on math syllabi to require low performing students to use services, Research and decide on type of co-requisite model to implement and Research to include supplemental instruction and tutoring models.

BRONKAR, Ryan                      Math, Sciences & Engineering  
FUNG, Hank                              Math, Sciences & Engineering  
GRIFFITH, Leah                      Math, Sciences & Engineering  
HOLBROOK, Veronica              Math, Sciences & Engineering  
IRWIN, Erin                              Math, Sciences & Engineering  
McWILLIAMS, Geoffrey            Math, Sciences & Engineering  
MILLER, Greg                          Math, Sciences & Engineering  
MONTIEL, Gerson                    Math, Sciences & Engineering  
PITASSI, Matt                          Math, Sciences & Engineering  
SPIELER-PERSAD, Gisela          Math, Sciences & Engineering  
WANG, George                        Math, Sciences & Engineering

The following Math Faculty Coordinator will receive a \$1,000 stipend, paid out of the Basic Skills Student Success and Transformation Grant, for developing and delivering Summer Pre-Stats orientation. Training will include two training sessions on MyMathLab, common activities and assessment. Prepare and procure materials for Pre- Stats course for Fall 2018.

GRIFFITH, Leah                      Math, Sciences & Engineering

The following faculty will receive a \$150 stipend, paid out of the Basic Skills Student Success and Transformation Grant, for participating in Summer Pre-Stats orientation. Training will include two training sessions on MyMathLab, common activities and assessment.

CHAU, Evelyn	Math, Sciences & Engineering
GILLOTTE, Christopher	Math, Sciences & Engineering
GRAHAM, Lynne	Math, Sciences & Engineering
GROGAN, Joyce Mi	Math, Sciences & Engineering
GUO, Dan	Math, Sciences & Engineering
HSIAO, Jupei	Math, Sciences & Engineering
IRWIN, Erin	Math, Sciences & Engineering
JUNG, Duhwa	Math, Sciences & Engineering
MILLER, Greg	Math, Sciences & Engineering
SIERRA, Mayra	Math, Sciences & Engineering
TRAN, Lynn	Math, Sciences & Engineering
WONO, Katrina	Math, Sciences & Engineering

The following faculty will receive a stipend, not to exceed \$300, paid out of the Basic Skills Student Outcomes and Transformation Grant, for attending the “On Course Active Learning Strategies” training on August 9 and 10, 2018.

ANDRADE, Miachelle	Behavioral and Social Science
BASE, Melissa	Communications & Languages
CHOI, Ying	Math & Sciences
DAZA, Igor	Counseling
DEJEAN, Alex	Behavioral & Social Science
GAW, Rose	DSPS
GUTIERREZ, Jose	Math & Sciences
GRAHAM, Rodney	Career & Technical Education
HOWARD, Andy	Behavioral & Social Science
JIN-LEE, Charlene	Continuing Education
LUNA, Patricia	Health Science & Nursing
PFEIFFER, Jill	Behavioral & Social Science
PIMENTEL, Alberto	Behavioral & Social Science
ROMERO-MORALES, Maria	Behavioral & Social Science
RHODES, Angela	Communications & Languages
SEYMOUR, Lawrence	Business
TAPIA, Jessica	Communications & Languages

The following faculty will be paid a stipend, not to exceed \$450, paid out of the Basic Skills Student Outcomes Transformation Grant, for attending the four-day “On Course I” Training in Northern California. Training to take place Summer 2018.

CURINGTON, William	Communications & Languages
ARAZI, Dana	Communications & Languages

The following faculty will be paid a stipend in the amount of \$300.00, paid out of Staff Development, for Updating a “Best Practices Module” to enhance the Online Teaching Training Certificate

JAVANMARD, Mike	Behavioral & Social Science
PFEIFFER, Jill	Behavioral & Social Science

The following faculty will be paid a \$500 stipend, to be paid out of Academic Affairs, for participating in Learning Outcomes planning during the Summer.

CARTAGENA, Alyson Kinesiology, Dance, & Athletics

The following faculty will be paid a stipend in the amount of \$2000 to work on lighting design for summer play "The Hollywood Summer Christmas Show" running from July 28 – August 10, 2018.

SCHLEICHER, Matthew Arts & Cultural Programs

Part-Time, Summer 2018

Behavioral and Social Sciences

QUINN, Nicole

Business

ANDERSEN, Scott

HERNANDEZ, Manuel

Math, Sciences and Engineering

ARIAS, Adriana

Hourly as Needed, Summer 2018

Staff Development/Human Resources

OBRIEN, Katie

Counseling and Student Equity

Student Equity Coordinator

MORA, Juana

Hourly as Needed, 2018-2019

Counseling and Student Equity

ALFARO, Maria

Disabled Students Programs and Services (DSPS)

LARA, Jose

Personal and Academic Support Services (PASS)

OLMOS, Robert

SOTELO, Angela

PART-TIME, Fall 2018

Behavioral and Social Sciences

CHABOYA, Francesca  
FRAGA, Mike  
GUNDERSON, Lukas

LOPEZ, Yadira  
STEWART, Tiesha  
VELASQUEZ, Kelly

Career and Technical Education

KIM, Samantha

Communications and Languages

DEJEAN, Alex  
KLAGER, Katherine

NESHEIWAT, Abraham  
SCHMID, Andrea

Math, Sciences and Engineering

SCOTT, Christopher

b. Resignation

GARCIA, Laura, Full-Time Counselor, Counseling and Student Equity. Her last day of employment will be August 16, 2018.

2. Management and Confidential

a. Resignation

KUMMERMAN, Howard, Executive Dean, Institutional Research and Planning. His last day of employment was July 2, 2018.

3. Classified

a. Employment, 2018

Regular Classified

SAGASTUME, Valerie, Instructional Assistant – Math and Science Center, 45%, 10 months, Math, Sciences and Engineering, effective July 16, 2018

Transfer

The following employee is being hired in the designated capacity with dedicated funding through June 30, 2019. If continued funding should not be available, 60-day notice shall be served:

PAPAVERO, Andrea, from Clerk Typist III, 47.5%, 11 months, Career and Technical Education, to Clerk Typist III, 100%, 11 months, Career and Technical Education, effective June 18, 2018

Substitutes, 2018 – 2019

CARMONA, Michael, Grounds Maintenance Worker, Facilities Services, effective July 1, 2018

CASAS, Lawrence, Utility Worker, Facilities Services, effective July 1, 2018

FIGUEROA, Alvaro, Grounds Maintenance Worker, Facilities Services, effective July 1, 2018



FONSECA, Eileen (ML), Clerk Typist III, Human Resources, effective July 2, 2018

FUENTES, Sergio, Grounds Maintenance Worker, Facilities Services, effective July 1, 2018

LUGO, Lucina, Sr. Food Services Worker, Child Development Center, effective July 5, 2018

b. Retirement

MALAVE, Pat, Senior Financial Aid Assistant, Financial Aide. Her last day of employment was June 15, 2018, with her first day of retirement being June 16, 2018.

MARINO, Rose, Children's Center Aide, Child Development Center. Her last day of employment will be August 10, 2018, with her first day of retirement being August 11, 2018.

c. Resignation

JARAMILLO, Corinna, Senior Financial Aid Assistant, Financial Aide. Her last day of employment was July 3, 2018.

SALAZAR, Phillis, Clerk Typist III, Human Resources. Her last day of employment was July 2, 2018.

d. Revision of Job Description

**Computer Equipment Repair Technician**

***See attached job description***

4. Unrepresented, (AP 7130), 2017-18 and 2018-19

a. Employment, 2017 – 2018

CalSOAP

Student Success Coach II

AGUILLON, Esmeralda

ANAYA JURADO, Laura

CASTELLANOS, Juan

CHAVEZ, Anthony

ESTRADA, Jocelyn

FAVELAS-COREA, Hector

HOANG, Jason

JUAREZ ISIDRO, Aridai

LOERA, Lizette

MADRIGAL, Beatriz

MEJIA, Andrea

MORA, LAUREN

NERI, Alejandra

NUNEZ, Lizette

OCHOA, Stephanie

ORTIZ, Ruth

PEREZ BUGARIN, Maria

Rodriguez, Arlene

RUIZ, Baudilla

SARMIENTO, Nicole

VALERA, Julian

b. Employment, 2018–2019

Counseling and Student Equity

Student Success Coaches II

HERNANDEZ, Joe Louis

Public Safety

Recruit Training Officers

BOBADILLA, Eric	HILDALGO, Matthew
BRAWLEY, Steve	LIZANO, Richard
CALLE, Carlos	MARQUEZ, Joshua
CORREA, Cesar	MARTINEZ, Jaime
EADS, Cherie	NARAYAN, Vishal
ESTRADA, Ulises	ROBLES, Andrew
FISH, Michael	RUBIO, Ernesto
FLECK, Christian	SOLORIO, Joaquin
GUTIERREZ, Steven	VAZQUEZ, Roberto

Student Success

Student Success Coach II

ANAYA-JURADO, Laura	DELGADO, Briana
CHAVOYA, Francisco	LOPEZ FREEBORN, Cristina

Students, 2017 – 2018

KANTOR, Danica, Math, Sciences and Engineering  
NGUYEN, Trang, Finance and Business/Accounting  
RIVERA, Vanessa, Library  
RODRIGUEZ, Ruth, EOPS/CARE

Volunteers, 2018 – 2019

AGUINIGA-CAMPOS, Javier, Kinesiology, Dance and Athletics  
FUENTES, Elizabeth, Kinesiology, Dance and Athletics  
GOMEZ, Amanda, Kinesiology, Dance and Athletics  
GUTIERREZ, Armando, Kinesiology, Dance and Athletics  
HERNANDEZ, Yahaira, Kinesiology, Dance and Athletics  
HOLGUIN, Angelica, Kinesiology, Dance and Athletics  
MORAN, Salvador, Kinesiology, Dance and Athletics  
RAMIREZ, Adalberto, Kinesiology, Dance and Athletics  
SALANG, Anthon, Kinesiology, Dance and Athletics  
VELASCO, Andrea, Kinesiology, Dance and Athletics  
WIKKELING-MAROTTA, Sydney, Kinesiology, Dance and Athletics

**III. ACTION ITEMS**

**A. PRESIDENT'S OFFICE**

**1. Revision of Board Policies 3050, 3250, 3570 (Final Adoption) See attached.**

61. On motion of Ms. Pacheco, seconded by Ms. Garcia, the Board voted unanimously by vote of the four members present (Garcia, Pacheco, Santana, and Shapiro] to approve the following Board Policies for final adoption:

BP 3050	Institutional Code of Ethics
BP 3250	Institutional Planning

**Student Trustee advisory vote was aye**

**B. FINANCE AND BUSINESS**

**1. Appointment or Reappointment to Rio Hondo College Citizens Oversight Committee**

Postponed until the August Board Meeting

**IV. INFORMATION ITEMS**

**1. 2018 Board of Trustees Calendar of Events (See attached)**

**V. STAFF AND BOARD COMMENTS**

- **Board Development Reporting**

**VI. CLOSED SESSION**

Ms. Shapiro recessed the meeting to closed session at 7:07 p.m. and announced that the following items would be discussed in closed session:

*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**

- ***Full-Time Adult Education Block Grant Transitional Counselor***

62. On motion of Ms. Garcia, seconded by Ms. Santana, the Board voted unanimously by vote of the four members present (Garcia, Pacheco, Santana, and Shapiro] to approve Sandy Diaz as Full-Time Adult Education Block Grant Transitional Counselor

- ***Full-Time Nursing Simulation Instructor***

63. On motion of Ms. Santana, seconded by Ms. Pacheco, the Board voted unanimously by vote of the four members present (Garcia, Pacheco, Santana, and Shapiro] to employ Dr. Tanja Baum as a Full-Time Nursing Simulation Instructor.

- ***Interim Dean, Counseling***

64. On motion of Ms. Garcia, seconded by Ms. Santana, the Board voted unanimously by vote of the four members present (Garcia, Pacheco, Santana, and Shapiro] to employ Lisa Chavez as Interim Dean, Counseling.

- **PUBLIC EMPLOYEE DISCIPLINE / DISMISSAL / RELEASE**

*Pursuant to Section 54957.6:*

- **CONFERENCE WITH LABOR NEGOTIATOR**

**VII. ADJOURNMENT**

65. On motion of Ms. Garcia, seconded by Ms. Pacheco, the Board voted unanimously by vote of the four members present (Garcia, Pacheco, Santana, and Shapiro] to adjourn the meeting at 8:43 p.m. and announced the date of the next meeting:

- **Next Regular Meeting – Wednesday, August 8, 2018, 6:00 p.m.**

**RIO HONDO COMMUNITY COLLEGE DISTRICT**

**CLASS TITLE: COMPUTER EQUIPMENT REPAIR TECHNICIAN**

**BASIC FUNCTION**

Under the supervision of the Director of Information Technology, installs micro-computer hardware and software; repairs computers and printers; installs and runs diagnostics on network, switches, hubs and related communication equipment; provides technical support to campus micro-computer and telephone users; controls and monitors vendors off-campus repair activities; and telephone switch support.

**REPRESENTATIVE DUTIES**

- a. Installs, assembles, operates and coordinates the maintenance and repair of less complex data communications hardware including network hubs, personal computers, switches and diagnostic test equipment. E
- b. Installs, operates, maintains telephone communications equipment. E
- c. Troubleshoots hardware and software, makes adjustments or repairs when required to maintain equipment in proper operating condition; may make major repairs and overhauls in shop when required. E
- d. Sets up and maintains preventive maintenance schedule for campus micro-computers, printers and related equipment. E
- e. Recommends, controls and monitors off-campus vendor repair activity for computers, printers and related equipment when off-campus repairs are required. E
- f. Maintains parts and hardware location inventory; maintains micro-computer and printer spare parts inventory, and makes recommendations on the type and number of parts to be purchased to maintain a minimum inventory. E
- g. Assists in the maintenance of PC and Mac computers; the network and server environment. E
- h. Coordinates work activity with other department personnel during the installation and implementation of new computer, printer and peripheral equipment. This includes making cables and connectors, the installation of servers and related communications equipment. E
- i. Installs cables in a safety conscious manner when required. E

- j. Prepares requisitions for cables, connectors and other computer related equipment as required. E
- k. Troubleshoots telephone switch problems, modifying phone system's database, initiate adds and changes to telephone system, installs telephone instruments, and interfaces with telephone system vendor to evaluate and fix problem. E
- l. Maintains contact with vendors and distributors to keep abreast of equipment upgrades, new computers and related equipment. E
- m. Assists other departments in determining their technology needs. E
- n. Trains and assists the instructional assistants when assigned to College computer labs. E
- o. Attends training classes, seminars and workshops on new computer technology as required. E
- p. Performs other related duties as assigned. E

### **KNOWLEDGE AND ABILITIES**

#### **KNOWLEDGE OF:**

- Computer networking system.
- Voice/data technology and telephone equipment communications.
- Installation of cables.
- The operations in the Microsoft Windows/Office environment and other PC software as well as Apple's OS2 thru OS9 operating systems.
- Advanced diagnostics and utilities software.
- Computer related communication equipment such as printer interfaces, Hubs.
- Operation of PC compatible and Mac computer configuration principles and a wide variety of desk top personal printers.
- Repair tools, materials and electronic testing equipment used in the diagnosis, overhaul, repair and maintenance of computer and related equipment.

#### **ABILITY TO:**

- Troubleshoot and take corrective action when PC's, Mac computer or printer malfunction.
- ~~Make micro-computer and telecommunications cables.~~
- Maintain repair schedules with minimum supervision.
- Maintain records, follow oral and written directives, work independently as well as cooperatively with others.

**EDUCATION AND EXPERIENCE**

- Any combination equivalent to graduation from high school and completion of a computer science or electronics certificate program or certification from a computer science or electronics technical school and two years of experience in the maintenance, repair of computers, printers and terminals.

**Range: 39**

**Effective: 2/2006, 7/11/2018**

*The Americans with Disabilities Act (ADA) requires us to identify the essential (E) duties/functions of the position. We have indicated those duties with an E on the job description.*

INSTITUTIONAL CODE OF ETHICS

<p>BP No. 3050</p>
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Board Adopted: 9/10/14 (Board approved Code of Ethics Statement on 8/12/09)

Page 1 of 1

*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, ~~they~~ **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.



INSTITUTIONAL PLANNING

BP No. 3250
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Board Adopted: 10/11/95; 2/18/09; 6/11/14; 12/9/15

Page 1 of 1

- I. The Rio Hondo College Board of Trustees believes that the College should be engaged in on-going planning to achieve its mission.
- II. Through the planning process, the College frames questions, seeks answers, analyzes itself, and revises its goals, objectives, programs, and services. The planning process assists in identifying institutional directions, as well as priorities and strategies; it also influences the acquisition and allocation of resources.
- III. The Superintendent /President shall ensure that the District maintains and implements a broad-based, comprehensive, systematic, and integrated system of planning that is supported by institutional effectiveness research. The process must serve the full-range of College constituencies, both internal and external, for both now and the future.
- IV. The Superintendent/President shall inform the Board about the status of **the college planning process** and the various plans.
- V. The planning system shall include plans required by law, including, but not limited to:

- Long Range Educational Master Plan
- Facilities & Resource Plan
- Technology Plan
- Equal Employment Opportunity Plan
- Student Equity Plan
- Student Success and Support Program Plan
- Transfer Center Plan
- EOP&S/C.A.R.E. Plan
- Cooperative Work Experience Plan

The Superintendent/President shall submit to the Board those plans for which Board approval is required by Title 5.

- VI. The Superintendent/President shall ensure the Board has an opportunity to assist in developing the general institutional mission and goals for the comprehensive plans.
- VII. Source / References:  
ACCJC Accreditation Standards I.B.9., III.B.4., IIIC.2., III.D.2., IV.B.3., and IV.D.5. (formerly I.B.)  
Title 5, Sections 51008, 51010, 51027, 53003, 54220, 55080, 55190, 55250, 55510, 56270, et seq.

See Administrative Procedure 3250.

**SMOKING ON CAMPUS**

<b>BP No. 3570</b>
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Board Adopted: 7/11/12

Page 1 of 1

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- I. To enforce smoking and tobacco control regulations and procedures, the Superintendent/President is authorized to:
- Set enforcement standards for all District sites and campuses;
  - Impose a fine for a first, second, and third offense and for each subsequent offense. The amount of fines is to be [determined by the Board and cannot exceed one hundred dollars (\$100);
  - Direct that the District post signs stating its tobacco use policy on campus, as follows:
    - the locations at which smoking or tobacco use is prohibited on campus
    - the locations at which smoking or tobacco use is permitted on campus
  - Inform employees and students of the tobacco use policy and enforcement measures

- II. References  
Government Code Section 7597.1  
**Administrative Procedure 3570**

**RIO HONDO COLLEGE – BOARD OF TRUSTEES  
2018 Calendar of Events – Updated 7/11/18**

<b>JANUARY - 2018</b>	January 1	<b>HOLIDAY – COLLEGE CLOSED</b>	
	January 10	Regular Board Meeting	TEEP in Taiwan
	January 16	<b>HOLIDAY – COLLEGE CLOSED</b>	
	January 24	<b>Board Retreat</b>	<ul style="list-style-type: none"> <li>• Review Board Self-Evaluation Instrument</li> <li>• Mid-year Evaluation of Board Goals</li> <li>• Review Board Ethics Policy</li> <li>• Review Board Protocols</li> <li>• Guided Pathway Update</li> </ul>
	January 26	<b>FLEX DAY</b>	
	January 26-28	<b>CCLC Effective Trusteeship and Board Chair Workshop</b>	Sheraton Grand, Sacramento
	January 28-29	<b>CCLC Annual Legislative Conference</b>	Sheraton Grand, Sacramento
<b>FEBRUARY</b>	February 21	Regular Board Meeting	
	<b>February 11-14</b>	<b>ACCT Legislative Summit</b>	Washington, DC
	February 16-19	<b>HOLIDAY – COLLEGE CLOSED</b>	
<b>MARCH</b>	March 14	Regular Board Meeting	<ul style="list-style-type: none"> <li>• Prop 39 Projects</li> <li>• Tesla</li> </ul>
	March 26-30	<b>SPRING BREAK-COLLEGE CLOSED</b>	
	April 11	Regular Board Meeting	<ul style="list-style-type: none"> <li>• Superintendent/President Evaluation Process &amp; Review of Instrument</li> <li>• Educational Centers</li> </ul>
<b>MAY</b>	May 4-6	<b>CCLC Annual Trustees Conference</b>	<b>Hyatt Regency Valencia</b>

**RIO HONDO COLLEGE – BOARD OF TRUSTEES  
2018 Calendar of Events – Updated 7/11/18**

	May 9	Regular Board Meeting	<ul style="list-style-type: none"> <li>Board receives and completes self-evaluation instrument</li> <li>5-Year Construction Plan</li> </ul>
	May 24	Commencement (6:00 pm)	
	May 28	<i>HOLIDAY – COLLEGE CLOSED</i>	
<b>JUNE</b>	June 4	New Student Trustee Orientation	
	June 13	Regular Board Meeting	<ul style="list-style-type: none"> <li>Student Equity/3SP and Basic Skills Update</li> <li>Tentative Budget</li> </ul>
<b>JULY</b>	July 4	<i>HOLIDAY – COLLEGE CLOSED</i>	
	July 11	Regular Board Meeting	<ul style="list-style-type: none"> <li>Marketing &amp; Communication Videos</li> </ul>
<b>AUGUST</b>	August 8	Regular Board Meeting	<ul style="list-style-type: none"> <li>Adopt a School</li> </ul>
	<b>August 10-13</b>	<b>CCLC Student Trustee Workshop</b>	<b>Hilton, San Francisco Bayfront</b>
	August 17	FLEX Day	
	August 22 (tentative)	Special Board Meeting	<ul style="list-style-type: none"> <li>Board of Trustees Self Evaluation Results</li> <li>Board Goals 2018-19</li> </ul>
<b>SEPTEMBER</b>	September 3	<i>HOLIDAY – COLLEGE CLOSED</i>	
	September 12	Regular Board Meeting	<ul style="list-style-type: none"> <li>Adopted Budget</li> <li>Guided Pathways Update</li> </ul>
<b>OCTOBER</b>	October 11	Regular Board Meeting	<ul style="list-style-type: none"> <li>Approval of Board Goals 2018-19</li> </ul>
	October 24-27	<b>ACCT Leadership Congress</b>	<b>New York City</b>
<b>NOVEMBER</b>	<b>November 12</b>	<i>HOLIDAY – COLLEGE CLOSED</i>	
	November 14	Regular Board Meeting	<ul style="list-style-type: none"> <li>3SP/Student Equity &amp; Basic Skills Update</li> </ul>

**RIO HONDO COLLEGE – BOARD OF TRUSTEES**  
**2018 Calendar of Events – Updated 7/11/18**

	<b>November 15-17</b>	<b>CCLC Annual Convention</b>	<b>Rancho Mirage, CA</b>
	November 22-23	HOLIDAY – COLLEGE CLOSED	
<b>DECEMBER</b>	December 12	Regular Board Meeting Annual Organization/Election of Officers	<ul style="list-style-type: none"> <li>• Bond and Financial Audit</li> </ul>
	Dec. 25 – Jan 1	Winter Break – College Closed	

07/18



**RIO HONDO COMMUNITY COLLEGE DISTRICT  
SPECIAL MEETING OF THE BOARD OF TRUSTEES  
MINUTES – WEDNESDAY, JANUARY 23, 2019, 6:00 P.M.**

<b>Location:</b>	Rio Hondo College Board Room 3600 Workman Mill Road, Whittier CA 90601
<b>Members Present:</b>	Mr. Gary Mendez, President Mr. Oscar Valladares, Vice President Ms. Rosaelva Lomeli, Clerk Ms. Norma E. García, Member Ms. Vicky Santana, Member Ms. Diana E. Laureano, Student Trustee
<b>Members Absent:</b>	None
<b>Staff Members:</b>	Ms. Teresa Dreyfuss, Superintendent/President Mr. Henry Gee, Vice President, Student Services Dr. Laura Ramirez, Vice President, Academic Affairs Mr. Yulian Ligioso, Vice President, Finance & Business Ms. Michelle Bean, President, Academic Senate Ms. Jill Pfeiffer, President, RHCFA Ms. Sandra Rivera, President, CSEA Mr. Matthew Mangoba, President, ASRHC Ms. Reneé Gallegos, (Recorder)

**I. CALL TO ORDER**

**A. Call to Order (6:00 p.m.)**

Mr. Mendez called the meeting to order at 6:00PM. Trustee Mendez reported a correction in the order of the meeting business that does not conform with past practice and moved item V. Study Session, to be conducted after the HVAC update.

**B. Pledge of Allegiance**

Ms. Angelica Bio led the Pledge of Allegiance.

**C. Roll Call**

Ms. Santana arrived at 6:10PM. All members present.

**II. HVAC STATUS UPDATE – Yulian Ligioso**

Yulian Ligioso, Vice President of Finance & Business provided the Board with an update on the Heating/Ventilation and Air Conditioning system.

VICKY SANTANA - reported that the infrastructure is again and we need to have mitigations in place. Deferred maintenance we have to do it to avoid further problems.

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**BOARD OF TRUSTEES:** Norma E. García, Rosaelva Lomeli, Gary Mendez, Oscar Valladares, Vicky Santana,  
Diana E. Laureano, Student Trustee

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ANGELIA BIO – brought up the issue in A & R about space heaters and the outlets are melting. Yulian will go to A & R to follow up.

MICHELLE BEAN – in C & L safety issue overloading the electricity a lot of office share one outlet and you have two power strips to one outlet. Entire work stations are operating on one outlet and then add in space heaters. We need education so that we can do this safely.

VICKY SANTANA - What if they forget to turn them off? Can an outlet hold the capacity of 2 heaters?

NORMA E. GARCIA – no, space heaters are not safe.

The Board stressed the sense of urgency in addressing the HVAC issues and the college's infrastructure needs to ensure a comfortable learning environment for students and staff and that adequate communication is being sent to the campus and the Board throughout this process.

**Mr. Mendez moved the Study Session items to the beginning of the agenda.**

**V. STUDY SESSION – (See Attachments)**

- **Board Goals & Objectives – Dr. Caroline Durdella**

- **Review & Discussion of 2018-19 Board Goals & Objectives**

Dr. Caroline Durdella provided a review of Board Goals and Objectives, specifically, for the two new board members

Dr. Durdella fielded questions from the Board.

GARY MENDEZ – Lets start on Goal 1.

NORMA E. GARCIA - clarifying we were going to revisit this in February, does this replace that?

GARY MENDEZ- this is a review of what was already presented in the fall the initial introduction.

NORMA E. GARCIA – so just for clarifying can we make updates or do we wait for February when we have a conversation about whether these goals align with our collective goals? I just want to make sure that I understand what the purpose is. Ok got it

GARY MENDEZ – that is a review for the new members of what has already been presented in November, the work session that we will have in February. The short version.

NORMA E. GARCIA - ok then I am good.

VICKY SANTANA- Well I am just wondering why?

GARY MENDEZ –Because we have two new board members.

VICKY SANTANA- I know but the idea was I thought for the two new board members to have input so we are going to have two discussions on it? So basically if we give direction these may change so I feel like I would like to hear if there are objections to these so we don't waste time.

GARY MENDEZ – You may ask questions. This is for the two new board members and actually myself because I was in New York at the time this was presented.

VICKY SANTANA- so I get that but, I was going to ask for the dates that we set and are going to discuss this and if there are going to be changes there is no sense in giving direction on how we are going to implement this.

GARY MENDEZ – The cope for today is just an introduction to the Board goals for the new board members. We are just sitting and listening unless you have something to compliment the presentation.

ROSAELVA LOMELI – Board goals you are talking about date. How will goals be measured. Guided Pathways if we discuss is that going to get us to meet that goal?

DR. CAROLINE DURDELLA- My understanding is that the Board wanted to hold in depth discussion as part of their activities. Another issue is that when we were developing these it was November. And so these are annual activities and goals that we were adopting in November. Essentially you have six months to complete the goals and objectives as outlined. We wanted to come up with a set of activities that were actually achievable for the board in the next six months for the Board so these are the parameters under which they were developed.

ROSAELVA LOMELI – so when we discuss the Guided Pathways are we going to look at the data and then make recommendations? Or? I just want to clarify.

DR. CAROLINE DURDELLA- it is up to the Board what they want to do. It is a special meeting regarding the transition to guided Pathways to talk with their stakeholders about Guided Pathways.

VICKY SANTANA- so normally we receive a briefing and then they tell us what the plan in and then we can provide input on what we think, ask questions.

GARY MENDEZ – that can be in the form of a presentation or in the form of an information item or action item.

DR. CAROLINE DURDELLA- in regard to GP, in terms of the engaging stakeholders the board might want to consider having a conceptual presentation, what is GP, how is it different from what's been going on, that type of thing because it is a very different approach to education.

NORMA E. GARCIA - I think just to be fair that this presentation, it was much more than that. We have already been there done that. Our goal was to make sure that we looked at GP mapping and look at the implementation plan for GP. So it is much more than just a presentation. And so we want to make sure that GP is underway so it was underway in implementation and not an introduction 101 to GP, it was much more. Much deeper in regards to that to make sure that we are on the path to implementation for GP. So I think if we want to have a “101” that it is not just the goal of this goal that we engage the entire community is on the path of implementation for and that we as a board understand what that path looks like.

GARY MENDEZ – Michelle.



MICHELLE BEAN – Well if it pleases the Board I happen to know one of the liaisons of the GP and we have brought the GP 101 presentation forward before and I know that we have new board members. In addition, we can update you on where we are at with mapping so we can definitely do that.

NORMA E. GARCIA- that is fine.

MICHELLE BEAN- We have an entire steering committee where are ASRHC President is on there and we get feedback. We also have a CSEA member who we hope continues to be invited and there is a lot of work that continues. At the will and pleasure of the Board we can or are willing to come.

VICKY SANTANA - at the presentation, I would like to see how the board can support the implementation. If there is any direction that we need to give. Whatever it is I think that is the appropriate time to come to us and ask us so we can provide guidance.

SANDRA RIVERA – This document does not reflect that Norma.

NORMA E. GARCIA- Yeah that is why I am bringing it up and that is why I asked that clarifying question. The intention is to go much deeper than that. I want to make sure that you guys (Lomeli & Valladares) have that 101 but I am not sure that you will be satisfied with that.

ROSAELVA LOMELI – No that is my question. It does say discussion that is why I am asking how it will be measured.

NORMA E. GARCIA- the last update we were looking at the mapping and I want to know where we are currently at, this is what we are doing this year and where we are going so that we all have a conversation and how we support that implementation effort as a Board. I feel bad because now we are getting into the February discussion.

GARY MENDEZ - Directed to Caroline Durdella – is this the extent of the presentation that you got on the original.

DR. CAROLINE DURDELLA - the document that I was provided when I arrived was much more detailed.

GARY MENDEZ - so that is what we were asking for.

DR. CAROLINE DURDELLA - oh I thought this was just a review.

GARY MENDEZ - no because this is two board members who are new. This is their introduction to the whole topic period.

NORMA E. GARCIA- then we can have a deep dive into the topic.

VICKY SANTANA – They were here when we did that. Weren't you?

ROSAELVA LOMELI – Is it one meeting or two, that is what I would like to see.

VICKY SANTANA -I would like to get the dates on the calendar.

GARY MENDEZ- IF we can get Matthew and Diana in here I'd like to hear what they want to see.

MATTHEW MANGOBA - from the last discussion about this we still have not even figured out time and place ASRHC meeting on Mondays from 3-5 so I am not sure how the board schedules on that and on top of that 20-25 Students schedules if we decide to stray away from that time. We have to consider everyone's schedule,

DIANA LAUREANO- not that everyone has to attend weekly meetings, I know everyone has things to do maybe bi monthly where a special meeting can be held. I know there was discussion about a joint meeting being held with ASRHC and the Board. I know this is something that we need to discuss and is there the possibility to actually have that meeting to give the heads up to the Board and the students to have that meeting and get that in so that we have the designated times ASRHC is Mondays from 3 to 5 and the other thing that was discussed was having a standing meeting between the student's representatives and the board so that we can get to know each one of you and have that opportunity to network with you.

GARY MENDEZ – Trustee Santana

VICKY SANTANA- This is a new concept for all of us so I am still trying to wrap my head around, we have certain responsibilities and they have very distinct responsibilities so I would like to brainstorm on the topics within our legal parameters within our roles and responsibilities and ability to have a joint board meeting. I think we need to have that discussion so we can see where the overlap is. We have our responsibilities are and they have theirs. I am still not sure on the overlap.

GARY MENDEZ - we can put that as an informational item on the agenda to have that discussion so that we come up with our five things to discuss with the students and they can come up with their five things.

VICKY SANTANA - the other question, are we just having dialogue, or are we jointly discussing an issue, is it a joint issue, are we going to actually have a meeting where we vote on things jointly. There is where I am not clear.

GARY MENDEZ – Possibly. The possibilities are open. There is a consultation process that exists where if they wanted us to consider something they could pass theirs and bump it up to PFC. There is a consultation process for that if they wanted to affect policy. If it is a social thing for them to communicate what their issue are what their concerned about that can be done is the...

VICKY SANTANA then that is not a joint meeting.

GARY MENDEZ – it can be.

VICKY SANTANA – Then that is different then what we talked about originally.

NORMA E. GARCIA- I think that we can discuss that in February and that we don't have to get into the logistics today.

VICKY SANTANA – no, no I just still, so for February, I need to have more concrete, like what does the possibility look like because I can't wrap my head around it right now.

ROSALVA LOMELI – At the February meeting can we go back and look at the objectives, because the Board actively engaged with Student Leadership is not just attending a meeting or a joint board meeting I think there is a lot of things that we can do outside of this, so maybe we can look at that objective or activity and maybe tweak that so we can meet the needs of the students as well.

NORMA E. GARCIA - Correct.

VICKY SANTANA – We had talked about a social mixer at first. Just to be clear I would make myself available on Monday, I just need advance notice to be able to clear my calendar at work. It just need to be clear on what we are doing. I want to make sure that staff and students are comfortable. I know that it is a balancing act so.

GARY MENDEZ- to clarify we had planned to do a joint meeting in march.

PRESIDENT DREYFUSS – Special Board meeting on the 4th Wednesday.

VICKY SANTANA- but that doesn't; work for them necessarily.  
President Dreyfuss & GARY MENDEZ – We will work that out.

GARY MENDEZ – we will have a discussion with them and work out what is best for them.

VICKY SANTANA- I have no problem moving it on Monday from 3-5 if that works for the rest of the Board.

NORMA E. GARCIA –we have a lot of constituencies to think about here as well as the public because I think the public will also would like to participate in this style of event. That is a February conversation.

GARY MENDEZ – what we will do is, the Superintendent will have initial discussion with the students and come back as an informational item for the first meeting in February and to make sure the special meeting in March works out. Let's move on to board goal 3 review roles, responsibilities and Accreditation. This is something that we will have a scheduled presentation in the near future. Any questions on that item? (No comments made) Moving on to Board goal 4 - College wide conversation on definition of effectiveness.

NORMA E. GARCIA – Can I provide a little background? During our last Accreditation process the board members are actually interviewed by the committee and one of the new questions that was asked was how Board members measure effectiveness. And it was one of the areas that we felt as a Board we did not have strong consensus or strong response to. So we have struggles as Boards have thought about especially because of the 10+1 issues how board members engage and define effectiveness. So this is something, I think it is introduction because I believe that it is pertinent to you that we can begin a dialogue all together as a board. And probably we even talked about getting some professional development getting other Community Colleges, experts to help us define, how we would view and how we engaged in defining effectiveness for this board. So the good thing is that there has not been work done on this but the idea is to begin to engage so that we have some commonalities so that the next Time Accreditation comes we have an understanding of our role as Board members in effectiveness as a campus. One of us may think is it academic effectiveness. Others may say it's the effectiveness in regards to how we operate our meetings. And another person may some another thing so it is really important how do we as board members define effectiveness for and get

technical expert help around the state with help on how they define effectiveness for their board. So that was the intention of that.

GARY MENDEZ – We will fit that into our schedule of two meetings a month. Ok any other questions, on to the next one. Board goal 5 institutional planning process and integrating the board. I like what we are doing here and if there is any follow up and elaborate down the road. Any questions on number five? (none)

NORMA E. GARCIA- just want to mention that Trustee Lomeli that this gets into her concern regarding metrics that is when we stark tracking the numbers and the growth.

ROSAELVA LOMELI – thank you.

GARY MENDEZ – ok on to number 6 Board will engage stakeholder with the transition to Guided Pathways– special board meeting that is being planned. Any questions ok one to number 7 – the board will oversee the college’s financial sustainability, during the implementation of the Student Centered Funding formula.

VICKY SANTANA - are we interchanging the words Study Session and Special meeting?

GARY MENDEZ – Yea they are specific, a study session can happen at a special meeting or regular meeting. A study session which is the 4th Wednesday of the month.

PRESIDENT DREYFUSS – Yes.

VICKY SANTANA- I thought the study sessions were intended to look stuff like this?

GARY MENDEZ – Yeah sure, if it was a shorter subject, then it would probably be best in a regular board meeting where there would be a presentation that was about 20 minutes.

VICKY SANTANA- because on 6 and 7 it says, goal 6 says special board meeting where goal 7 says study session, so are we interchanging those or do they mean the same thing? Just making sure.

PRESIDENT DREYFUSS – they mean the same thing.

GARY MENDEZ – We will take note and make it consistent for clarity.

- **New Funding Formula Update**

- **New Funding Formula Faculty Taskforce Report** – Dr. Adam Wetsman & Diana Valladares

Questions/concerns raised by the board.

DIANA VALLADARES - We will be going to Academic Senate to present this and move it forward.

VICKY SANTANA- are we considering the evening students?

DIANA VALLADARES- yes so far we have only looked at psychology degree and there are many more that need to be developed.

VICKY SANTANA- how many Associate Degrees for Transfer do we have?

PRESIDENT DREYFUSS - 27

DIANA VALLADARES - there are different have the GE (Local degree), CSU and IGETC.

- **Pell Grant & BOG Process** – Henry Gee
- **Transfer & Certificate Information** – Henry Gee

Questions/concerns raised by the board.

PRESIDENT DREYFUSS – CSULA is trying to encourage students to come to Community College first. CSULA wants to work with CSULA and wants the counselors to encourage students to come to RHC and then transfer to CSULA. Coordinating with RHC, ELAC, West LA and LA Trade tech who met with CSULA president. We will be sending two administrators to engage with CSULA. One is PCC and ELAC where they will have community forums.

NORMA E. GARCIA- Are they honoring the El Monte Pledge? We may need to remind them of the signed contract. That is a signed compact are they honoring that?

HENRY GEE- Because of the changes in leadership there, they took administrating outreach and Admissions of Student Services and put that in Academic Affairs, now student services staff have zero control over it.

NORMA E. GARCIA- We probably need to have a delegation of Board members, all superintendents and RHC Admins and possibly staff from UCI to support us because, regardless of who is the President, that is a signed compact.

VICKY SANTANA- so they're reducing their student population by 5,000 so until they are able to redirect those students to us they are not going to accept as many transfers?

PRESIDENT DREYFUSS – no they are going to accept our transfers. The 5,000 student surge they are not able to take at this time.

VICKY SANTANA- Right so until they are able to redirect they are not going to be able to accept as many transfer students?

PRESIDENT DREYFUSS – they did not say that. They are going to work out the details.

HENRY GEE – we went from 264 to 218 in one year. So the disconnect is that they want more transfers but they have not quite . . .

VICKY SANTANA – Redirected them. The bigger issue is the 5,000 that they are not funded for are they capped at their capacity and should be add that to our advocacy?

HENRY GEE- Almost every CSU now is impacted.

NORMA E. GARCIA- that is the toughest thing. CSULA was a guarantee for our students. We know that Long Beach, Fullerton are the easily accessible campuses and Pomona had been impacted for years. Long Beach and even Dominguez Hills have been our safety nets for our students, if they are not then we need to be engaged at that level of advocacy. We are not helping our students then. Those were the guaranteed colleges for our students. That is a big issue for me.

HENRY GEE - you have to understand that about 8 years ago when there was impact in the CSU's our students with high GPAs got turned down and they could have gone to UC's had they applied. CUS's are more their school of choice so now we are trying work hard and encourage them to apply to both. Our colleges of choice students used to be able to get in with a 2.6 or 2.8 and now those colleges are saying no. So where does that leave our students?

VICKY SANTANA- I don't think our legislators understand the impact that this is creating on ours. We are getting pressure to transfer, transfer, transfer but where?

NORMA E. GARCIA- they need to have a landing pad.

GARY MENDEZ - you remember the Fireball thing and what he did. He held funding from certain universities until they talked to community college and enrolled students.

NORMA E. GARCIA- that's right.

VICKY SANTANA- I have never had this in my experience.

GARY MENDEZ – And this starts locally.

SANDRA RIVERA- Can't our student transfer to our BA offerings at other colleges.

GARY MENDEZ – they are very specialized degrees in Mortuary science, Auto, equestrian etc.

LAURA RAMIREZ - Thy are very specialized degrees and there are only 15 community colleges in the state, there is a niche population.

Henry Gee continued on with his presentation.

ROSANELVA LOMELI – All this information was shared at the All Counselor breakfast?

HENRY GEE - yes. Students apply.

NORMA E. GARCIA- Have we done any analysis on why are students are not getting in so we can really focus on that and provide services to them and be intentional. Is it that we need to give professional support for their essay, is it that we need to support them with letters of recommendation. Can we do an analysis who those 500 kids did not get in? Were they not ready? We should have a policy that our kids are applying to at least one UC.

HENRY GEE – there were 297 that did not get accepted for the CSU. In the UC 230 and 98 are enrolled. Our yield is not horrible. I believe that we don't have students that believe in themselves to apply to UC's. Students who say I can do this!

NORMA E. GARCIA- Our UC numbers are bad and our kids with their income should be getting a free ride at UCs. We should have a policy that the students should apply to at least one UCs to create those benchmarks, especially.

GARY MENDEZ – Santana is on the list and then Michelle.

VICKY SANTANA – You had mentioned the goals of 1200 by 2020 is that part of the institutional goals?

HENRY GEE- no that is a goal that I set for our outreach, transfer and Counseling teams. I knew that we were at 700 so set a goal high enough, I think that even if we are at 900 or 1,00 by 2020 that is an improvement. I just believe in setting goals high enough. No point in setting a low bar.

VICKY SANTANA- What is our institutional goal for transfers?

NORMA E. GARCIA- We increase by percentage.

PRESIDENT DREYFUSS - An increase of 5%

MICHELLE BEAN- Speaking of Garcia's comment on obstacles such as the personal statements, when we started the WRC we saw three, the last year we have increased to around 20, but it is an obstacle. Students come in asking for help with the personal statement. We do work with the transfer center so that the students have the awareness and the knowledge that we have this facility. It should be institutionalized and reach for capacity, without it, it will continue to be an obstacle.

GARY MENDEZ-The Transfer Center has come a long way. I remember when it used to be a bookshelf!

Henry Gee continued on with Financial Aid portion of presentation.

GARY MENDEZ – so there is a correlation between those students who are eligible for a BOG and they qualify for some form of Financial Aid?

HENRY GEE – the difference is if you have \$1 of unmet need, you qualify for BOG, but not necessarily for PELL. It used to be the case but no longer.

GARY MENDEZ- I think I heard there is a gap of student who do not apply for financial aid but are eligible.

HENRY GEE we use the RIO promise as an example where they have to fill out the FASFA. Application, FASFA and at that time assessment. Complete all three and you get priority registration, you get the money. We have kept that for Rio Promise 2 you complete 24 units, have a 2.0 and fill out the FASFA for next year.

GARY MENDEZ - how aggressive are we going to get in year 2?

HENRY GEE- if you do not fill those things out then you do not get those things. Technically, we cannot hold it, however. . .

GARY MENDEZ- that is the control group

HENRY GEE –we do try to get our new students to apply. This is why we have Saturday hours the first few weeks before school to help students get their financial aid

ROSANELVA LOMELI – next year the projection is?

HENRY GEE – Auto awarding will continue and there is still more to be had and spread those out. These are past students that we never awarding.

ROSALVA LOMELI - so how far back are we going to go? That is where the numbers are a bit deceiving because it is not our current students.

VICKY SANTANA - it is good that students get their degree that they should have had.

ROSALVA LOMELI – what if they needed it for a job and were not aware? I don't necessarily think it is a good thing. Are any students surprised they received this?

HENRY GEE – there is a return response in communication.

VICKY SANTANA - glad that we are dealing with this. Students may decide they need to fast track, get in and get out because of need. Frustrates me when students change their major to an unrelated area. Get the first degree and then when they have time they can go back and get degree.

➤ **Credit Certificates & Degree Offerings** – Dr. Laura Ramirez

Questions/concerns raised by the board.

GARY MENDEZ - looking though Continuing Ed. schedule is there a desire to make non-credit credit courses, specifically in Health Science area credit/certificate courses?

DR. LAURA RAMIREZ - these are basic entry level courses that may help someone get their foot in the door in the health care facility. Sometimes students use non-credit as exploratory to see if that is what they like. They would have to go through the credit side Some of our non-credit and credit courses are schedule concurrently so it is structured that way to see if that is something the student wishes to do.

VICKY SANTANA- the Police Academy it's not a certificate program?

DR. LAURA RAMIREZ - because the academy is not sequenced, it is not looked at that way so we don't get a bump in the funding formula.

VICKY SANTANA- our goal is to make it that way? So what does that entail?

DR. LAURA RAMIREZ – yes. The first step was to rewrite the curriculum because it can't be a stand-alone course it has to be in a sequence of classes so we broke it up into modules. We have to approve locally by our Curriculum committee, then it goes to the LA/OC Regional Consortium who looks at three things 1) Labor market 2.) Advisory Committee 3) Not engaging in “destructive competition.” We are in a good spot because we are really the only college in the area offering this program other than the Sheriff's academy and I believe that we will get the approval from the consortium. Then it goes to the state for archiving. The longest step is getting to the Consortium that meets once per month.

VICKY SANTANA – how does this fit into the current AJ programs?

DR. LAURA RAMIREZ - currently it does not we would have to write an Associate's degree as well. Most of the Police Academy recruits are looking to be employed or already are employed and are sponsored. That is the goal we don't want them to get into the academy and stay here. Some already have degrees and decided to go into law enforcement. We do offer this for AOT classes. We offer advising and can customize a plan. Some of them already have degrees. We do have some recruits that already have degrees and decided to go into law enforcement. So, the goal is they want to get through



the program. You're talking about a very intensive Monday through Friday program. They are completely engaged in the Police Academy since it's a standalone program.

VICKY SANTANA- So what the Sheriff's department did was they created a Sheriff's university because what they realized is that an educated workforce, an educated police force meant that there would be smarter more effective ways of deescalating violence, versus brute force, which is what ends up happening. So they actually incentivize degrees and they created like these sort of, these universities that were there. Police force actually goes to one of their sites to do it. If we could tie it into the homeland security degree or something like that. I think one of the things that we can do to improve is we need to get counselors to look and evaluate their transcripts as well and see how many units they have and then start doing that advising.

➤ **Non-Credit Certificate Offerings** – Yolanda Emerson & Dr. Francisco Suarez

Questions/concerns raised by the board.

GARY MENDEZ- this is wonderful that we are offering these types of programs to the community. \$1600 is a lot that many probably cannot afford. How do we fund this? President Dreyfuss – these are non-credit and this is allocated in the general fund and they are reinventing the programs to make them more attractive. We used to get half of the FTE's in apportionments. It was \$2,500 in the past, now it will be \$5,000.

OSCAR VALLADARES - who is teaching the classes?

YOLANDA EMERSON - They have been submitted through curriculum and are in the Chancellor's Office for approval process and hopefully will be offering classes in the fall.

DR. LAURA RAMIREZ- There are minimum quals set by the state of California for non-credit as well.

VICKY SANTANA- Thank you for providing more practical offerings. I have seen the schedule in the past and they were kind of fuzzy, not practical things. People can continue on with Rio Hondo.

DR. FRANCISCO SUAREZ- we tried to revamp the schedule so it is more purposeful, convenient and so it does not get lost in the rest of your mail.

GARY MENDEZ- Do you have plans with regards to phlebotomy and some of the other stuff. Those are money makers.

YOLANDA EMERSON- We are going to be taking a look at the Police Academy and the kids college because those are both growing programs.

VICKY SANTANA – One of the issues that members of our community have that want to enter into law enforcement is educating them about some of their past histories and not understanding that they need to be honest on a polygraph and not get disqualified. Especially, with prior drug infractions. Are we frank with them up front at the beginning so that they have time to get things expunged and have things removed so that they can actually excel, or, if not that they don't really try to pursue this type of career.

YOLANDA EMERSON- So we did have multiple meetings with the department and drawing the inner information session. They do address that. You use drugs in the past where you perhaps currently use marijuana. When those are permitted by the state, it's not private by the Feds. You have, disrespectful or offensive things on your Facebook. You're not going to be hired if you're maybe younger than 21, perhaps you can't because you can't go bust somebody in a bar. They do address some of their very honest with the cadet or the candidate and they pull them aside and have private conversations when the student does have a concern and want to talk to them frankly. So they do discourage them if they have certain things so that they don't come and invest all their time and they are not hired.

VICKY SANTANA- Well the thing is with the Probation Department, it's the drug use, it's the frequency and the lying. So on the polygraph if they lie then it comes up like who knows if the person is a sex offender or something else. And so they don't know what it is. It just now that there is a lie there and they can't get to the bottom of what it is in that session. I think that's a big issue for especially our juveniles and, especially now with the bar, it'd been marijuana use being equal in the state of California. That that's going to be an issue for law enforcement in general regionally. That if we were having a hard time recruiting good candidates for those reasons and that's why I'm bringing it forward. The other issue, especially in the Fire Academy for women is the physical assessment passing the test. So I don't know if maybe there's a component that could be added in the free side.

YOLANDA EMERSON - Actually it is the Health and Stress Management one and two are addressed that we cannot call it "fitness" then it doesn't qualify for the CDC. So part of this component is to allow them and show them techniques on how jump the six foot wall and so the certificates are to prep you before the Police Academy. Just so you know and then give you sample tests of the palate, you're going to give you a report writing fundamentals so that you are not part of the 50% that fail. So this is meant to help them prior to entry.

VICKY SANTANA- And that's one of the challenges with getting women into law enforcement and in the fire academy, it's the physical agility test because women are smaller, we have more lower body strength than upper body strength. There are different techniques, because also like people with height challenges will have similar problems. Is that part of it too? The reason I say this is because when I looked at it, I was looking at the policy issues at the county for recruiting more women. The county itself or public, any public entity can't do these type of prep classes because it would be gender specific, but I don't see why we wouldn't be able to put it out there for candidates who want to do that. So they come here for their prep. It's free. So we should target this audience.

DR. FRANCISCO SUAREZ – we are also working on computers unlimited offerings in Microsoft word, excel, power point, etc. We want to be intentional about sports isn't as well and making certificates and have a sequence of courses with a specific skill. For example, this a certificate here we provide two classes, one introduction to computers, the other one be introduction to work processing. So we want a specific skill and soon we are able to master that. So having a high level computer class would be another offering and transition into credit or for job placement.

So once we got some data, we went to the schools, we knocked on doors and said would you like to offer a class? Apparently schools talk to each other and there are also regional meetings. So all this goes back to Evergreen, other schools wanted the same thing. We want to host an ESL class for parents. So that was very easy to manage because the classes fill themselves because the parents were present and it's convenient

for them. Refer to the map and we currently have 31 partnerships so far, I just got a couple more schools today from other high schools.

GARY MENDEZ – Thank you for that these pamphlets are everywhere. Thank you very much. We noticed when intention, I've noticed that thickness increasing, which is wonderful. It was a time; it was four pages only. It's good cause it's service to our community directly. Three-minute recess was called.  
Meeting resumed.

GARY MENDEZ – Moving on to the consent agenda. Is there a motion to approve?

OSCAR VALLADARES- So moved.

ROSAELVA LOMELI – Second.

GARY MENDEZ - Moved by Valladares/Seconded by Lomeli, secretary call the roll.

NORMA E. GARCIA – Can we have comments? Wait.

GARY MENDEZ - You have to pull it before you so it's almost too late.

NORMA E. GARCIA- do you want me to retract really quickly because I want to add to the legislative calendar agenda. Sorry.

GARY MENDEZ - Okay. So we're going to pull A.I.2. from Consent. So Mr. Valladares moves the consent agenda absent A.2. so secretary call the roll.

RENEE GALLEGOS (SECRETARY)- Trustee Garcia–Aye, Lomeli-Aye, Mendez-Aye, Santana- Aye, Valladares-Aye, Student Trustee Laureano-Aye.

GARY MENDEZ - Secretary close the roll and tally the vote

RENEE GALLEGOS (SECRETARY)- 5-0-1.

### **III. CONSENT AGENDA**

Item III.A. 2. was pulled for discussion at the request of Ms. Garcia.

26. On the motion of Mr. Valladares, seconded by Ms. Lomeli, the Board voted unanimously by vote of the five members present [Garcia, Lomeli, Mendez, Santana, and Valladares] to approve the Consent Agenda as outlined below. The Student Trustee advisory vote was aye.

#### **A. PRESIDENT'S OFFICE**

##### **1. Consultant Services – American Life Security**

The Board of Trustees has determined that campus safety, security and emergency management protocols and services should be reviewed and evaluated to best serve the needs of the Rio Hondo College community.

Administration would like to engage American Life Security to provide consultant services to review and evaluate the campus safety, security and emergency management protocols and services with a not to exceed amount of \$35,000.00 to be paid from General Funds:

Term is from January 24, 2019 through December 31, 2019

The Board of Trustees approved engagement of American Life Security as summarized above and authorized the Administration to execute appropriate documents on behalf of the District.

## **2. Approval of Annual Legislative Agenda**

**This item was pulled for discussion.**

GARY MENDEZ – okay now is there a motion to approve item A.2 Annual Legislative Agenda.

NORMA E. GARCIA – So moved.

GARY MENDEZ – Moved by Trustee Garcia. Seconded by?

VICKY SANTANA - I will second.

GARY MENDEZ - Second by Santana discussion.

NORMA E. GARCIA - Thank you. I just wanted to see if we also want to give ourselves credit and the legislative priorities. We're going to be advocating for the State of California to add the second year of the college promise. But if on the second page, which I really liked is, "do you know", do we just want to do, we want to add here that we were the first community college to offer the second year because, one of them is our legislative agenda. But the other is about do you know. So that was my only input on that.

GARY MENDEZ - Okay. So we will, you're amending it to add first college offers.

(Inaudible) – Rio Hondo

GARY MENDEZ - first college to offer second year of promise in California.

NORMA E. GARCIA – In Los Angeles County.

GARY MENDEZ – In LA County and so that's your amendment.

NORMA E. GARCIA – That is my amendment, thank you.

VICKY SANTANA – So we talked about the new funding formula. Do we want to add that? We are supportive of the 70/20/10 because legislators don't know. I know that they like to hear from us and we want to keep it to where we were because that's what we are planning towards. And then any changes would affect our funding now. So we want to make sure that at least we keep it the same. And then the other one in regards to our state legislators, if we could add the CSU problem with how the CSU's are being impacted, and how it affects our transfer rates to them and that so they could see that, we're doing our best to try to transfer students, but there's going to be a negative impact to them, if this continues

GARY MENDEZ – Clarified, so after the sentence new funding formula period, it would be to maintain current formula plan

PRESIDENT DREYFUSS – 18/19 with 70/20/10.

NORMA E. GARCIA – that's good.

GARY MENDEZ – and the second bullet, a bullet point following the funding formula, new bullet point CSU issue of Rio Hondo College student transfers, i.e., Cal State LA

President Dreyfuss - I don't know if that is the best way to say it. Perhaps CSU enrollment surge.

VICKY SANTANA- Negative impact due to CSU enrollment surge.

PRESIDENT DREYFUSS - Yes, it should be by itself.

GARY MENDEZ – Okay.

VICKY SANTANA – This is good we should do every year.

GARY MENDEZ - This is nice.

VICKY SANTANA - And then that's good for all of us to have. So if we could get a fresh copy for all of us to have this, we all meet with our legislators and randomly or not and so on.

GARY MENDEZ – The intent is to start a process of planning that would start no later than October, November to start. And then this would be the product at the January meeting and in time for legislative visits.

VICKY SANTANA - Yes. That's great.

GARY MENDEZ - Okay. So Secretary call the roll.

RENEE GALLEGOS (SECRETARY) - Trustee Garcia–Aye, Lomeli-Aye, Mendez-Aye, Santana- Aye, Valladares-Aye, Student Trustee Laureano-Aye.

GARY MENDEZ – Secretary close the roll and tally the vote.

RENEE GALLEGOS (SECRETARY) – 5-0-1 as amended.

27. On the motion of Ms. Garcia, seconded by Ms. Santana, the Board voted unanimously by vote of the five members present [Garcia, Lomeli, Mendez, Santana, and Valladares] to approve item III.A.2. as outlined below. The Student Trustee advisory vote was aye.

The Board of Trustees approved the 2019 Legislative agenda with the inclusion of the items listed below in blue as amendments.

### **LEGISLATIVE PRIORITIES**

#### **Second Year of Community College Promise**

- Rio Hondo College successfully launched the Rio Promise in May 2017 and Rio Promise-Year 2 in September 2018 for qualifying full-time students. Rio Hondo supports AB 2 (Santiago) which would add a second year to the California Community College Promise. [Rio Hondo was the first community college in Los Angeles County to offer Year 2 free tuition to eligible students.](#)

#### **New Funding Formula**

- Rio Hondo College strives to be involved in the ongoing discussions on the best way to implement the new funding formula in 2020-21. [Rio Hondo advocates for the new funding formula to use a 70% \(Enrollment\) / 20% \(Equity\) / 10% \(Student Success\) approach in the first year of implementation.](#)

**Support for Educating Surge of Students Resulting from CSU System**

- Since CSUs are capping the number of transfer admissions due to insufficient funding, Rio Hondo College advocates for additional support for educating this surge of students and preparing them for transfer.

**IV. ACTION ITEMS**

**A. PRESIDENT'S OFFICE**

**1. Approval of Members to the Board Sub-Committees**

On the motion of Ms. Garcia, seconded by Ms. Laureano, for purposes of discussion.

GARY MENDEZ – Next item, Action Item under the President's Office, item IV.A.1. That the Board of Trustees discuss the Board Sub-committees as presented above. Do we have a motion for discussion?

NORMA E. GARCIA – Can we discuss?

GARY MENDEZ – Yeah, are you going to move to discuss?

NORMA E. GARCIA – I move to discuss.

GARY MENDEZ – moved by Trustee Garcia. Seconded by?

DIANA LAUREANO- Moved.

GARY MENDEZ – Seconded by Student Trustee Laureano.

NORMA E. GARCIA – Teresa under the President's Office. Did you originate action items A?

PRESIDENT DREYFUSS – What is your question?

NORMA E. GARCIA – the items under the President's Office did you originate action items A. one, two, three, four, five?

PRESIDENT DREYFUSS – Did I originate it? No, the Board President and I discussed.

NORMA E. GARCIA - So why, why are they there. Just a question? Just a point of order. Why are they under President's Office if you did not originate these action items?

PRESIDENT DREYFUSS – Because then I don't know where or which office to put it under so it was put under the President's Office.

NORMA E. GARCIA – Okay and just for clarification, and you know, I'm very comfortable if it's about change and transformation, but I just want to feel like any changes should probably have a board discussion. So in my nine years, in my nine years, I've never seen a board president to unilaterally without a board discussion, appoint, create subcommittees and make appointments. And I reviewed our, board policy of the roles and responsibilities of the board president as well as the vice president and the roles and responsibilities of our board members. Its BP number 2210. And so here there is based on in my entire nine years, and that's never happened, and in our board policy. It does not give the president that authority. I am just wondering why did it happen this time?

GARY MENDEZ - That's not true that uh. . .

NORMA E. GARCIA - In my, in my nine years.

GARY MENDEZ - And so anybody can propose a subcommittee, every board member here has the right to do that. Every board member has a right to place it on the agenda just about any item, any subject, every board member has that, right. It originated from the, as you see President's Office because that's just the consultation process or not consultation I would call it the yeah consultation because that's what the board policy says. So any board member can propose that it get considered. It gets considered by the board president and the, the college president and it gets placed in the agenda.

NORMA E. GARCIA – And so Trustee Mendez, I haven't seen it in nine years and every, every subcommittee is developed out of a board discussion and we really need to dive into the issue. And then the procedure has been that we asked for volunteers and that there are no appointees because the board president's role and responsibilities is not to appoint members to a subcommittee. And so if we are going to vote on subcommittees then these become Brown Act subcommittees.

GARY MENDEZ – Wrong.

NORMA E. GARCIA – Brown acted subcommittees, because in the past we have never had action items on subcommittees, we've never taken action items on subcommittees. And so then if we take action items, he's become Brown Act because we are voting. As you recall, even for the Search of the Presidential Committee, we took a volunteer, there was no action item and we said, who would like to volunteer. Two of us volunteered. Trustee Mendez you and I have volunteered to sit on many, on many subcommittees that entailed no action item and that our roles from a board discussion. So, if this is the direction of the collective board, I support that. But I want to make sure that we're following our own board policies and the roles and responsibilities of the board president and, and as a point of discussion, this has never happened in my nine years.

GARY MENDEZ - Okay. If I can respond that board policy doesn't offer (inaudible) of subcommittees.

NORMA E. GARCIA - But that's not the role of a board president to create subcommittees unilaterally.

GARY MENDEZ - You're wrong. Cause I'm not creating. It only gets created if you vote on this. I haven't created anything. What I've done is listened to board members and it was more than one fellow board member in the last couple of board meetings that expressed concern about public safety until this is a result of that discussion and that is expressive interest to look at our roles as policy roles. So I have not created, this only gets created if you vote on it. Any board member can propose a subcommittee. It's your right according to our board policies.

NORMA E. GARCIA - And our board policy also says that any member that proposes an item on the agenda should submit it to the board president within 18 days. Did that happen?

GARY MENDEZ - I am the Board President. Did you read that, read that section again.

NORMA E. GARCIA – They should provide it to the Board President. So I, I don't want to cause.

GARY MENDEZ - I checked with counsel on every one of these. Counsel says it's fully alright.

NORMA E. GARCIA - Which counsel have you checked?

GARY MENDEZ - I have a checked our counsel of Hernandez and Garcia and Lowly. I've checked with, they said that this is above board. I am not creating. I have not created. Every board member has a right by Ed. Code.

NORMA E. GARCIA - Correct.

GARY MENDEZ - To propose any item. So this is a proposal. This is not a creation.

NORMA E. GARCIA - So when, when the Board, when the President of the college, Superintendent is directed to put these items on the agenda and on the agenda, it appoints members.

GARY MENDEZ - Does not appoint members. The item does not appoint members. You appoint members by voting on it.

NORMA E. GARCIA - So why, so why is this the recommendation?

GARY MENDEZ - Why is it the recommendation? Because several board members have expressed concern on this policy. Allow me to elaborate.

NORMA E. GARCIA- I am not arguing that.

GARY MENDEZ – Trustee Santana was the last person to express interest in campus safety and Trustee Valladares prior to that. There was a huge concern about harassment on this campus, which is causing the Board to review the harassment policy to be responsive to our campus constituents.

NORMA E. GARCIA – So just so you know, that was, that was something I brought up. So my point is who appointed these other recommendations?

GARY MENDEZ - Allow me to, to clarify the appointment. These are not appointments. I can only talk to one board member at a time. I was refused your phone number uh, five months ago when Sandy was here so I could not, I don't have the means to call you.

NORMA E. GARCIA – You have my email address.

GARY MENDEZ - Oh, well, I can only talk to one board member. This is, this is a proposal. In fact, Trustee Garcia, I was going to ask you if you could sit on the harassment policy committee.

NORMA E. GARCIA – Trustee Mendez, I want to be collaborative, but I want us to also in nine years, this is just to be fair.

GARY MENDEZ -Yeah.

NORMA E. GARCIA - This has never happened in nine years and I want to make sure that all our staff committees has always been derived from a board dialogue which has taken five members. Now let me tell you, I said I meet a lot of constructive comments in



today's study session. Does that mean we're going to that at the next meeting, we're going to create five other subcommittees based on my constructive feedback? Remember.

GARY MENDEZ – Do you want me to answer that?

NORMA E. GARCIA - I think in the past too, we create, we create subcommittees based on our board priorities. We're going to have that really robust conversation. These are very valuable and I will say to you, safety, absolutely supportive, harassment, I'm glad we're talking about it. Um, the new Superintendent welcome reception. But my point is it's, it's the procedural act of doing it or doing it prior to a board discussion and making sure that you know, what is the protocol? Are we going to have 10 subcommittees? Are we going to have 20?

GARY MENDEZ – It is whatever the Board wants. But let me clarify your questions. Your questions. Yeah. You had done it one way all these nine years. Parliamentary procedures and our board policies allow this much means. For instance, a Board committee was created on the subcommittee for the Presidential Search and action was taken on the same day as it was discussed. That is not allowable by Brown Act. You cannot take action in creating a subcommittee at the same board meeting that it was just brought up, because that's a new business.

NORMA E. GARCIA- There was no action. Just so you know the Board did not take action.

GARY MENDEZ – I read the minutes.

NORMA E. GARCIA – there was no action.

GARY MENDEZ - That was the problem. Allow me to explain. Please, allow me to explain as we are using the official process of agendizing of the Brown Act by putting on the agenda for your consideration, you could vote no, you could vote yes and that's your choice. This is put before you, I am have not appointed. What I have done is listen.

NORMA E. GARCIA - And so when Mary Dowell provided us all training, we were all there at the training, she talked about that only short term subcommittees are not subject to the Brown Act and that.

GARY MENDEZ - You got that wrong.

NORMA E. GARCIA – No, no she said ad hoc.

GARY MENDEZ – It's based on a quorum.

NORMA E. GARCIA – No, no, no she talked about ad hoc. We are taking action on them on subcommittees, which has never taken before. Now these become Brown Acted. Brown Act. So I just want to make sure that procedurally, once again, you're right. I mean Trump is making all kinds of laws and hiring their attorneys to justify what he's doing. But I just want to make sure that we're having a Board dialogue if we're going to change things. I'm very supportive of transformation and change, but that we all engage in wanting to make sure that this change is a collective change. So if we say, look, you know, we want more Board involvement, we're going to have much more need for more subcommittees. Those, I think our collective discussions that we should have and I support that. But what I am concerned about getting an agenda 26 hours before

this meeting with a number of agenda items and I'm having another understanding where this is coming from.

GARY MENDEZ – Wait. (hits the gavel) Okay. You ask questions, you want to know what's coming from, I heard several board members talk about campus safety. It was so pressing that it was almost, uh, it was, it sounded very important to people and campus climate was, there was a lot of concern about it. You have experienced one way of creating subcommittees that's not the totality of our rights. So you're used to this one way of doing it.

NORMA E. GARCIA - So can we engage in a Board dialogue about that?

GARY MENDEZ – Please allow me to speak I don't interrupt you.

NORMA E. GARCIA – Okay that's fair.

GARY MENDEZ - So it's not exclusive to what you're used to. There is a variety of ways and the Board Policy talks about quorum being the establishment of the Brown Act.

NORMA E. GARCIA – No.

GARY MENDEZ - Read it. Please read it.

NORMA E. GARCIA - Teresa, last question. Have we ever done this? You've been president six or seven years that you've been part of this executive committee. Has this ever happened before? So not that I just experienced.

PRESIDENT DREYFUSS – Well if I recall, no.

NORMA E. GARCIA - But if it changes.

GARY MENDEZ - Just because we have only done it only one way Norma doesn't mean that everything else is wrong.

NORMA E. GARCIA – No, no, no, no. Let's engage in dialogue first.

GARY MENDEZ - That's why it's on the agenda. It is. This is the consideration point and nothing gets consideration unless it's put on. You could put the squirrel problems at Rio Hondo College. You think it's so urgent that there's a process where you put that on the agenda and for us to discuss it, whether it's an action item or we vote on it is a different story.

NORMA E. GARCIA - So one more comment Trustee Mendez. It is such an important issue that we just approved a contract for security and safety.

GARY MENDEZ – Exactly.

NORMA E. GARCIA – So it's not about the issue. Once again, it's not about the issue. Of course these issues are important. It's about procedures and if we're going to, and I'm saying you're absolutely right, not every procedure has to be done the same way, but we all act as a Board. We all act as a board and so I'm hoping that if no.

GARY MENDEZ – Right this is it.

NORMA E. GARCIA – No, if you want to move and transform, I opened to that, I'm open for transformational change, but if we're going to move there, that we moved there together, and we don't do it unilaterally.

GARY MENDEZ - That's what it's here for. It's on the agenda.

NORMA E. GARCIA - That's an action item it doesn't talk about how we'd like to see, you know, maybe discuss our procedural changes for how we conduct business as a Board.

GARY MENDEZ – That may be your understanding of Robert's Rules and our rules of order it is putting it on the agenda it's consideration is open for discussion. You can vote, you could comment as much as you'd like. You could vote it down and it will not happen. That's up to you, but nothing gets discussed unless it's agendaized. There's already been discussion in concern for these two topics, the third is that this going to come soon, they need to make reservations for a place, that we can do some initial planning. I thought maybe it's a good thing for Board Members to start thinking about that. You could vote it, you could separate it and you could vote it down, but it does not get considered according to Robert's Rules of Order unless it's placed on the agenda.

NORMA E. GARCIA – I don't think that you are muffling my concerns.

GARY MENDEZ – I tell you what, I can make an appointment with you and district counsel to go over the process for you.

NORMA E. GARCIA – And just so you know, unilaterally, I've heard that our general counsel has been dismissed.

GARY MENDEZ – It is not unilaterally.

NORMA E. GARCIA - Without our, our general counsel has been dismissed without no Board action.

GARY MENDEZ – Where did you hear that from? What do you mean unilateral? Can you explain that?

NORMA E. GARCIA- Who did you seek counsel from?

VICKY SANTANA – Can we have that discussion. So, I mean I am concerned that, well first of all it doesn't say Ad hoc on there and so if we have a standing committee it will be subject to the Brown Act.

GARY MENDEZ – If you have a standing committee.

VICKY SANTANA – So we need to be mindful that it has an expiration. We've done that. We've had successful many successful ad hoc committees because the Board has to do its business. I don't object to that, but I am concerned that it's not stated as an ad hoc committee or and that we don't really have an expiration date. So that for example.

GARY MENDEZ – I can tell you why.

VICKY SANTANA - So the safety and security committee. When does it sunset? And that's my concern because we should have like we've had before. Like the Presidential Search, it sunsets at the end of the Presidential Search. The Accreditation Committee, it sunsetted at the end of the Accreditation process. So I think that, while I don't object to

creating committees and I do think that there are others that need to be graded. I am concerned that we are creating a standing committee without having those things put in place.

GARY MENDEZ - It's not a standing committee. A standing committee. Sub-Committee is our normal term or ad hoc here at Rio Hondo College. And your second question was.

VICKY SANTANA - Was the sunset.

NORMA E. GARCIA - Correct.

GARY MENDEZ - It's in our policy that ad hocs are subcommittees, are time based, or at the completion of the project and it also its in Robert's Rules.

VICKY SANTANA - I understand that, but that's not.

GARY MENDEZ - Sure.

VICKY SANTANA - So that's what I'm saying, and those are my areas of concern. And so then on that, if we're going to have a harassment policy says we're also looking at in the Board Goals at equity, maybe we could also charge that subcommittee with also looking at the equity policies, in order to, move that discussion forward.

GARY MENDEZ – Okay, sure. Well who made the motion?

PRESIDENT DREYFUSS - I think we can amend the subcommittee and add the word ad hoc and then upon conclusion of that discussion and completion of the task.

VICKY SANTANA - So my concern with the safety and security.

NORMA E. GARCIA – I did the motion.

GARY MENDEZ – so to expedite it, you are replacing subcommittee with ad hoc and adding after harassment and equity policy.

VICKY SANTANA – The ad hoc subcommittee of the Board.

PRESIDENT DREYFUSS – Yeah ad hoc subcommittee of the Board.

VICKY SANTANA - And then for the purpose with the safety and security that that to me is not sufficient to give it a task or a project for an end date. So we need to elaborate to what is the real purpose of that committee.

GARY MENDEZ - Review policy.

VICKY SANTANA - So to review security policy. So just can we just give it a sunset of six months?

GARY MENDEZ – Oh my gosh, I was thinking three months.

VICKY SANTANA - Okay. We could do it but to end it in three months.

PRESIDENT DREYFUSS – But not the welcome reception.

VICKY SANTANA – No I know; I'm looking at them individually because they don't all make sense to give one sunset.

GARY MENDEZ – So what would you like the sunset to be on safety and security?

VICKY SANTANA – Or we could give it a goal, like when this goal is reached it.

PRESIDENT DREYFUSS – so let's say six months. Okay, six months' duration.

VICKY SANTANA - And then with the harassment, I would recommend that we add and equity.

GARY MENDEZ - Yes. Done.

VICKY SANTANA - And then, review harassment and equity policies and make recommendations to the Board. So that recommendation would sunset it?

GARY MENDEZ - Yes.

PRESIDENT DREYFUSS - Yeah.

VICKY SANTANA - And then the new superintendent welcome. Um, so who would they advise?

NORMA E. GARCIA – that is not going to take just six months from now.

PRESIDENT DREYFUSS - Usually it will be the end of September. So if you calculate from right now to September that is about nine months.

NORMA E. GARCIA - So, but then the more pressing one is the Teresa's farewell party.

PRESIDENT DREYFUSS – No, no you guys don't have to worry about it. I'm working on it. The new Superintendent one we already made the reservation for the Clarke Estate already in September, Renéé already did. So we can just put that it will end by the end of September.

VICKY SANTANA – and then the other one I was thinking, because our goals are big. I don't know and I am just making a suggestion that if we do the Board Goals implementation subcommittee because there is a lot of things like doing a draft schedule of everything and maybe providing some of the information that we were asking about. I'm sure by February there will be a lot more, but I think that it would be good to have a subcommittee of the Board that would kind of hash out some of the details so that it comes to the Board because these are our goals because they come back to the Board as a recommendation for us to move forward on.

NORMA E. GARCIA – I support that.

GARY MENDEZ – So procedurally, what happened with that, is that's considered a notice to agendaize then it will be placed on the February agenda because we can't create something that's not on the agenda.

VICKY SANTANA – But we can edit that amends it.

GARY MENDEZ - Would you say there's a notice?

VICKY SANTANA - We can't amend this one to include that?

NORMA E. GARCIA – yes we could. Its by approval of members of the Board.

GARY MENDEZ - It's a, if this was the Robert's Rules of Order, if ah it was anything else on the agenda, a new subject cannot be brought up.

NORMA E. GARCIA – Trustee Mendez, in that regard, the agenda item that is before us is not the safety, security, harassment policy and new superintendent, the agenda item is approval of members to the board sub committees and it doesn't specify what subcommittees or how many subcommittees. So we could amend to add more committees because the board agenda, because the action item does not, does not have any of the subcommittees on here.

GARY MENDEZ - If it is not stated in the proposal and it's not.

NORMA E. GARCIA - Well there was no proposal in there.

GARY MENDEZ - You could amend what's printed here. You can amend, you could add, but a new subject. I'm just advising. You could try it and you could do it. I'm advising then it's probably not a good idea.

VICKY SANTANA - Yeah. Because you could do a substitute, substitute motions are allowed.

GARY MENDEZ – Being a legislative body that adheres to Brown Act, it's different.

NORMA E. GARCIA - This is what happens when change happens to quickly without having an informed body.

GARY MENDEZ –Oh please Norma. You are just not used to doing it a certain way and we've been doing it your way.

NORMA E. GARCIA – My way?

GARY MENDEZ – Your way. It's not wrong.

VICKY SANTANA - It's been our way. We have to take responsibility for all board decisions and so it's our way.

GARY MENDEZ – Yeah, but it's not, just because it's new, doesn't mean it is wrong.

VICKY SANTANA - I'm not saying that. I was a little surprised too. I'll be honest. But, those are my concerns. And I agree with Trustee Garcia that because it's the general topic of the ad hoc sub committees that yeah, we discussed it in a prior item. It makes sense.

GARY MENDEZ – It's not agendized.

VICKY SANTANA – Its neither here nor there because we have another board meeting.

GARY MENDEZ – It's not agendized. What's the big deal? I'm just worried that we're violating the Brown Act by introducing a new one that hasn't been agendized. I mean, that's so basic. It's not agendized, you can't consider it.

VICKY SANTANA - But they're not independent actions.

GARY MENDEZ – If you create a subcommittee, my understanding and reading of Robert's Rules and the Brown Act, it has to be agendaized. You cannot discuss a new item on the agenda without it be noticed.

NORMA E. GARCIA – Oh my God.

GARY MENDEZ - Okay, so Trustee Valladares.

OSCAR VALLADARES – Trustee Santana are you comfortable or do you accept moving this, your recommendation of amendment to move into the next board meeting?

VICKY SANTANA – The entire thing?

OSCAR VALLADARES - No, not just the entire thing just the amendment to add to the last two items you suggested?

VICKY SANTANA - No, no. I only added one. The board goals and limitations of committee.

OSCAR VALLADARES - Yes. Are you comfortable moving into the next meeting?

VICKY SANTANA- I don't have objection to it but I disagree that it would be (inaudible). Yeah.

OSCAR VALLADARES – She is not objecting to moving in two weeks and moving it forward. She obviously disagrees, but she does not object to moving it in two weeks so we can abandon that amendment.

GARY MENDEZ – Okay

VICKY SANTANA – No, no, so we are doing the notice too, we're doing here what you said has to be noticed for the agenda? But then the question, would it be in the same way that the board would discuss the board subcommittee and that the board approve the participants?

GARY MENDEZ - We consider participants now.

VICKY SANTANA- How do you do that if that you can't discuss it? I don't understand. You just said that we can't discuss it because it's not on the agenda.

NORMA E. GARCIA – We're creating new rules for this Board.

GARY MENDEZ – No its not. Its Robert's Rules, its Robert's Rules.

NORMA E. GARCIA – It's your interpretation of Robert's Rules.

VICKY SANTANA - So that's why I'm confused. If we can't discuss it, if that's your position, right. We can't discuss it. I can respect that. But then how do we discuss the idea of it and potential appointees if it doesn't exist on the agenda?

GARY MENDEZ – Allow me to explain, and I will read Robert's Rules. If its agendaized and it's on the agenda, it can be amended. If it's not on the agenda.

NORMA E. GARCIA – So she's amending it.

GARY MENDEZ – Then it cannot be considered amended. So in this case, there are agendized sub committees. There's three of them that have been named. You can amend that at any time. Okay. You could amend that.

VICKY SANTANA- No you are missing my point.

NORMA E. GARCIA – the recommendation is listed in the body and Teresa knows this. I think Teresa's caught between a rock and a hard place. The body of every action item is a descriptive body. Every time and you guys just go back to the agenda. Let's go back to last month's agenda. It's a description of the item, the board item agenda that we're discussing and maybe you didn't mean for it to happen, approval of members to board sub committees. The action item doesn't describe the three subcommittees. The recommendation is 1.) That the board of trustees discuss the sub committees as presented above 2.) The Board of Trustees approve the participants for the board subcommittees as presented. But it never says that they approve the subcommittees. So that allows us room to add a subcommittee.

GARY MENDEZ – You are wrong.

NORMA E. GARCIA - So it's not an important issue, but I.

GARY MENDEZ – Then why do it? Why create problems? It's done according to Robert's Rules and our board policy, it's been agendized. We can amend it according to Robert's Rules, but you cannot add a new item.

VICKY SANTANA - But that wasn't my point. My point was addressing Trustee Valladares' point, question, request to hold it.

GARY MENDEZ - Notice it for the next agenda.

VICKY SANTANA - Then you said that we can discuss who would be recommended people.

GARY MENDEZ – Correct.

VICKY SANTANA - Then that's where I don't understand.

GARY MENDEZ – Because it is not a new item. You're talking safety and security. That's been agendized. That's open for discussion.

NORMA E. GARCIA – So Trustee Mendez, in the spirit really of collaboration. Say I wanted, for example to sit on the harassment policy. I'm not on here. So you're telling me that we can't change it?

GARY MENDEZ – Wrong. You can change it.

NORMA E. GARCIA - Oh now you could.

GARY MENDEZ - That's on the agenda. It's been agendized. You could do that. So Trustee Garcia, can you do us a great favor and serve on the harassment & equity policy with trustee Lomeli?



NORMA E. GARCIA - I would love to serve, so we're going to amend this now?

GARY MENDEZ - Yes. Okay.

VICKY SANTANA - So Michelle Bean wanted to say something.

GARY MENDEZ – Okay Michelle.

MICHELLE BEAN - I mean I'm just trying to help and brainstorm off of Trustee Valladares. There is in Robert's Rule where you can move to divide a motion so you can address each one.

GARY MENDEZ – Yes.

MICHELLE BEAN - That's kind of what you were talking about so you could divide each one of those subcommittees and then add and move or amend them one at a time if you wanted.

NORMA E. GARCIA – And add a new one.

MICHELLE BEAN - Right. So that is.

GARY MENDEZ – That is the division of the question does not add a new item.

MICHELLE BEAN – Oh well, I mean like in other words it can discuss and add in however you want on each item.

GARY MENDEZ - We'll need to just separate what's been agendized.

MICHELLE BEAN - Right.

GARY MENDEZ - So we could do that and vote on each one or we can work this out and vote on all of it.

MICHELLE BEAN – Matt also had his hand up too.

GARY MENDEZ – Oh sorry Matt.

MATTHEW MANGOBA - Just real quick, because when we were talking about subcommittees and ad hoc committees, I was just thinking if the purpose of the subcommittees is to look into harassment and all of that, if we're going to create, ad hoc committees it's not going to be bound by Robert's Rules of Orders. Where is the transparency in that when we are looking into things specifically like harassment?

GARY MENDEZ - Well it, it has, Robert's Rules are our rules for the board period. What distinction is, is the Brown Act requirements are different with a quorum, less than quorum is two people. Anything three and above has to be quorum, which makes it a standing committee. So we're not doing that by pointing two members only.

MICHELLE BEAN – So there would still be minutes and things like that?

GARY MENDEZ – No, a report. So they would report out to the board, any recommendations that will cause us to agendize something if they wanted to amend board policy and then the consultation process begins.

VICKY SANTANA - But it doesn't require that we post an agenda. It's an ad hoc. That's why I wanted to make sure that it was ad hoc and in order to meet that criteria it also has to sunset.

NORMA E. GARCIA – Correct.

VICKY SANTANA – so we can't have a two year long standing committee on a budget and because that's now in effect a standing committee.

MICHELLE BEAN - No, that feels good. I know what he's saying. Just making sure that we all understand.

GARY MENDEZ – the distinction is Brown Act.

VICKY SANTANA – The purpose of these types of committees is that the work, the Board work that we do and it's very hard to get five people to have these discussions and really do the work. And it's like other people, you know, they couldn't do the research and kind of limit the discussions and when it comes to the board, there's something to work from versus let's just say harassment then it's too broad and it takes a lot of work to get it down to a narrow scope. So we're kind of, we're kind of trusting and our colleagues to get the work done. It allows us to hone in so that we have a workable discussion and if our goal is to amend the policy or create a policy or whatever, then that's the work.

GARY MENDEZ – Trustee Santana, would be as kind and gracious to maybe serve on the safety and security committee since you've mentioned interest in the past?

VICKY SANTANA - Yes.

GARY MENDEZ - Anybody for the Superintendent's Welcome as well.

NORMA E. GARCIA – I will serve on that one as well. We will be party planners.

GARY MENDEZ – So will you accept these amendments by friendly amendment without any objection?

NORMA E. GARCIA - Yes.

GARY MENDEZ - Okay.

PRESIDENT DREYFUSS – Can you read the amendment back.

GARY MENDEZ – Approval of members to the Board ad hoc subcommittees. Under safety and security with a six-month deadline or sunset to report 2.) On the second one, harassment, insert “and equity” policy

VICKY SANTANA - To review and propose recommendations on the new harassment and equity policy.

GARY MENDEZ – You got that? And that will be Lomeli and Garcia with a sunset of nine months. Is that correct?

GROUP RESPONSE – no six months.

GARY MENDEZ – Got it.

VICKY SANTANA - Well, actually for that one because it has a clear purpose, I would fine without a date.

NORMA E. GARCIA – No we can go with six months.

GARY MENDEZ - And so with the addition, after appointing Rosaelva Lomeli and insert Trustee Garcia. I think I forgot to insert for the safety and security and Trustee Vicky Santana. I don't think student trustees count for a quorum so you could jump in on any one of these. Is there anyone in particular you'd like to serve on?

DIANA LAUREANO – I am interested in both the safety and security and the harassment policy.

GARY MENDEZ - Okay. secretary call the roll.

VICKY SANTANA – Add the board goals implementation.

OSCAR VALLADARES – We will notice that.

GARY MENDEZ - We notice it and it will be put on the February agenda. Okay. secretary, call the role.

RENEE GALLEGOS (SECRETARY) – roll call vote Trustee Garcia-Aye, Trustee Lomeli-Aye, Trustees Mendez-Aye, Trustee Santana-Aye, Trustee Valladares-Aye, Trustee Laureano-Aye.

GARY MENDEZ – Secretary tally the vote.

RENEE GALLEGOS (SECRETARY)- 5-0-1- as amended.

28. After lengthy discussion, on the revisited motion of Trustee Garcia, the Board voted unanimously, by vote of the five members present [Garcia, Lomeli, Mendez, Santana, and Valladares] to approve item III.A.2. as outlined below. The Student Trustee advisory vote was aye. Amendments are listed in blue below.

**Safety & Security Ad Hoc:**

Purpose: To review security policies and ~~the guide security assessment~~ make recommendations to the Board.

Duration: Six months

Appointed Members: Oscar Valladares, Vicky Santana and Student Trustee Laureano

**Harassment & Equity Policy Ad Hoc:**

Purpose: To review and propose recommendations on the harassment and equity policy to the Board.

Duration: Six months

Appointed Members: Rosaelva Lomeli, Norma E. Garcia and Student Trustee Laureano

**New Superintendent Welcome Reception Ad Hoc:**

Purpose: Advise on planning welcome reception for the new Superintendent/President

Duration: Nine months

Appointed Members: Rosaelva Lomeli and Norma E. Garcia

**2. Revision of Board Policy 2715 – Code of Ethics/Standards of Practice (First Reading)**

GARY MENDEZ – Next item presented in IV.A.2 that the Board of Trustees approve BP 2715 first reading and to be referred to PFC agenda on the meeting on February 12th. Is there a motion to approve?.

VICKY SANTANA - No, that's not here.

GARY MENDEZ – What's not?

VICKY SANTANA - That the board trustees discuss the recommended revisions of the board of trustees revised policy.

GARY MENDEZ – I am entertaining the motion. So if anybody moves it.

VICKY SANTANA - But that's not what you read right now.

GARY MENDEZ - I said that the board of trustees approved the revised board policies for 2715 for first reading and revert to PFC agenda at the February 12<sup>th</sup> meeting.

VICKY SANTANA – That's not here.

GARY MENDEZ - That's my motion.

VICKY SANTANA – So you are revising your own motion?

NORMA E. GARCIA – You can't revise your own motion Gary. We just went into an item a little while ago.

GARY MENDEZ - Show me. Show me where you can't revise a motion?

VICKY SANTANA - So shouldn't we move it and then discuss it?

GARY MENDEZ – Yeah.

VICKY SANTANA – Because this is the way it was posted.

GARY MENDEZ – We will move it and then discuss it.

PRESIDENT DREYFUSS – And then revise.

NORMA E. GARCIA – Thank you Teresa.

VICKY SANTANA- My point is that is not what you read.

GARY MENDEZ - Let me tell you what I read. Here is what I read. That the Board of Trustees approve the revise of BP 2715 for the first reading and refer to PFC to be agendized for their meeting on February 12<sup>th</sup>.

NORMA E. GARCIA – But that is not on the agenda.

GARY MENDEZ – I know. I am reading.

NORMA E. GARCIA – no you can't do that.

GARY MENDEZ – Who says?

VICKY SANTANA – because that is not what was posted. Gary can we just pull this one and you can amend your motion please.

GARY MENDEZ - But if I'm making the motion.

VICKY SANTANA- Right, then it is clear.

GARY MENDEZ – Okay let's do it that way too. Alright.

VICKY SANTANA – Because then it is very confusing.

GARY MENDEZ – Okay then the Board of Trustees revise BP2715 for first reading.

OSCAR VALLADARES – So moved.

ROSAELVA LOMELI – Second.

NORMA E. GARCIA – Can I have discussion?

PRESIDENT DREYFUSS - Discussion

GARY MENDEZ - So in light of, information, of PFC is going to be meeting February 12<sup>th</sup>. So we would want to refer this, this to PFC after our consideration,

MICHELLE BEAN – For collegial consultation?

GARY MENDEZ - Yes.

VICKY SANTANA – So shouldn't that be referred to them first before our first reading?

NORMA E. GARCIA – That is our proper procedure but we're changing things, you unilaterally. But normally, we're going to get dinged in accreditation, we're going to get dinged in the accreditation. We never ever have a board policy that starts here and the goes to the shared governance process.

GARY MENDEZ – Well don't ever say ever again. You haven't been on 20 years.

NORMA E. GARCIA - Well let me tell you, we've got dinged and this board you, myself and many of those board members here made a commitment of shared governance. And since we've got dinged, we've never done this before.

GARY MENDEZ - That's why it's going to PFC.

NORMA E. GARCIA - Why did you put it on the agenda?

GARY MENDEZ - Because any board member here has the right to place an item on the agenda.

NORMA E. GARCIA - But it's not part of the proper procedures and we're going to get dinged on accreditation.

GARY MENDEZ – Show me where it must originate from PFC, nor for the board policy too in order for the board to propose, a board can propose and then it goes to the PFC.

NORMA E. GARCIA - Teresa, can you talk to us? Can you just share process?

PRESIDENT DREYFUSS – Well the process is we have is, in the revision or addition of the board policies and administrative procedures go through the process first. You know, I'll take a look and then it goes to the co-chairs of the PFC to review it. Then if there's any changes, then we'd go through the President's Cabinet, then President's Council, then Administrative Council and then to PFC. Then PFC might have changes. If PFC has changes, then we have to go back the same route to finish. Then when PFC finishes, then we'd go to the first reading of the Board Policy and second reading.

NORMA E. GARCIA – Correct.

PRESIDENT DREYFUSS – With Administrative Procedures, we go to the board as an information item.

GARY MENDEZ – Santana and then Valladares.

VICKY SANTANA - I don't disagree that we have the right to amend our own board policies. I don't disagree with that at all. What I do have an issue with is that this is an action item. We should have just, we had a study session, it should have been a discussion item, which we could ever reach consensus on. And then that would have gone to PFC for consideration and then it would have come back to us for first reading. That's the way we normally have done board policy revisions. When we initiate them, this is not the way. So I was very surprised when I got the, received the board agenda yesterday because there's a lot of action items for a study session, which is normally not what our practice is. So in the spirit of how we've done it before, I don't have an issue with reaching consensus on an issue, but I don't, I feel extremely uncomfortable voting on this because we've already approved it before we've consulted.

GARY MENDEZ – That's not true. You will not approve it tonight; it has to go for second reading. So if we revert it to PFC they consider it. It comes back to us second reading and then we approve.

NORMA E. GARCIA – Trustee Mendez.

GARY MENDEZ – Please wait your turn. I, we consulted with an attorney, we consulted and had an opinion based on what we're doing here, because I knew there would be some concern. And he said that we have every right to originate a board policy because it is our legal statutory responsibility. We are sticking to AB 1725.

VICKY SANTANA - Which attorney did you consult?

GARY MENDEZ – You don't know our attorneys are?

VICKY SANTANA – No I don't know who our attorneys are.

NORMA E. GARCIA – No.

VICKY SANTANA – Who are our attorneys?

GARY MENDEZ – We.

NORMA E. GARCIA – We had a general counsel who is longer with us.

GARY MENDEZ – We have to stick to one subject at a time. Okay. So if we cannot have any disruptions when someone is speaking to be respectful, please. So what was the question? Okay, so it is a board policy can be proposed by anybody here and placed on the agenda. It doesn't mean it gets approved the first time. It get considered. There is nothing restricting that a board policy, or states that it can originate from the board and therefore be referred to PFC to get considered under the shared governance process. That's the way it is. You're used to having that discussion and originating the policy. That works too. But it's not exclusive. It's inclusive. Is there are various ways of originating policy. This is one of them coming from the board? Yes.

OSCAR VALLADARES – Mr. President and I was next.

GARY MENDEZ - Okay. I'm sorry.

OSCAR VALLADARES - Well first, Trustee Santana do you object to the proposed language. Is that your hesitation?

VICKY SANTANA – No. Look, we have shared governance. We've been through the road of having to clean up, messing up shared governance.

OSCAR VALLADARES – I understand.

VICKY SANTANA - Okay. Through our accreditation process, it was very painful.

NORMA E. GARCIA – That's right.

VICKY SANTANA - Okay. For everybody involved. I don't want to go back there. Okay. So we've had this process where, I'm not saying we don't have the right to generate to amend a board policy. That's not what I am saying here. Because that is our purview, right? We said policy and you know we have certain powers that we have. That is definitely one of them. When I do have concerns with is that within 24-hour notice is to our constituency groups. They found out that we're amending a board policy. We didn't have the consideration to have a discussion that we could

have. It could have easily been all of these board policy changes could have been discussion items where we reach consensus, like you guys have participated already in and then that gets moved forward to PFC and then they do. Most of the time when it comes from us. Unless it's a major concern with the relationship or the 10 plus one, they are they're probably not going to change it very much. Hey, they're probably going to defer to us, but that is our process. I don't want to create a foul so early in the game so close to accreditation.

GARY MENDEZ - You do understand. This is going through the point of orders. This is not on the germane topic, so these are point of orders. It is procedural questions, so procedures, questions cannot be, you know, so from here on, anybody that wants to bring up a point of order, state what your order is, tell me what it is.

NORMA E. GARCIA – Oh wow.

GARY MENDEZ - And we have that. That's Robert's Rules. I mean you should really read this.

VICKY SANTANA - Which is why it should be a study session item.

NORMA E. GARCIA – That is why it should be a study session.

GARY MENDEZ – That's not true because discussion happen here.

VICKY SANTANA - You're not allowing for a real discussion. That's why.

GARY MENDEZ - You could discuss it for two hours if you want.

NORMA E. GARCIA – Trustee Mendez, the Superintendent is shaking their head. You've got faculty that is shaking their head, you've got CSEA that is shaking their head. You've got board members that are shaking their head. Something is wrong here.

GARY MENDEZ – It is your misunderstanding of it.

NORMA E. GARCIA – Something is wrong here.

GARY MENDEZ – It will be referred to PFC. So we will vote on the subject because what the Superintendent is not telling you is that we had two inquiries to legal counsel about this and that has been straightened out.

NORMA E. GARCIA – With counsel that is on the agenda today and basically that's a retroactive contract.

GARY MENDEZ – One at a time. One thing at a time. Legal Counsel says it's good.

NORMA E. GARCIA – It's good that we are on the agenda tonight.

GARY MENDEZ – Michelle.

MICHELLE BEAN – Maybe because I didn't explain this or bring this up ever as a PFC co-chair but in reference to what we dinged with accreditation a while back, there was prior to me, the predecessor and the VPAA created a schematic of the process that is codified in our current BP's. Which these are a little out of order of, so you are



very right that you can bring that up and it be within our Ed code and legal rights, but our own process was codified because we did get dinged, and so if you look at it, there is a schematic that says that it originates with any one of the constituency groups but then goes through the process.

GARY MENDEZ – Unless I see that.

VICKY SANTANA – It's right here.

MICHELLE BEAN – It is in our BP in writing.

GARY MENDEZ – State law, state law.

MICHELLE BEAN – It's in our BP in writing but the schematic is in our PFC handbook.

GARY MENDEZ - There's no restriction on how it originates and gets to PFC.

MICHELLE BEAN - Right now I'm just [inaudible] trying to show you our own policies.

NORMA E. GARCIA – Trustee Mendez you are right. We have a right as a board today, every day, to put policy forward but we don't have to consult with them. That is our right as a board. So Mr. Trustee President Mendez is absolutely right, but every board meeting we can set policy but we have to decorum and we have the shared governance process that we respect and that is to consult with our president, with our Management Council, with our faculty, with CSEA, with Academic Senate, and with our students.

GARY MENDEZ – That is what is happening. That is PFC.

NORMA E. GARCIA - And that is the value that has been our shared governance process.

GARY MENDEZ – Right.

NORMA E. GARCIA - Well we are not following today.

GARY MENDEZ - That's not true. You are wrong because us discussing it and referring it to PFC, we have not voted on the approval of it. PFC reviews it they give a minority report.

NORMA E. GARCIA – Action item it is recommended that the Board of trustees approve. . .

GARY MENDEZ – hitting the gavel. You've got to wait your turn. I wait my turn when you talk. So the point of orders are over.

NORMA E. GARCIA - Okay.

GARY MENDEZ - We're going to put it to a vote. With that, the board of trustees approve the revised board policy 2715 for first reading and refer to PFC to be agenda on their meeting of February 12<sup>th</sup>. Secretary call the roll.

RENEE GALLEGOS (SECRETARY) - roll call vote - Trustee Garcia-No,

GARY MENDEZ – Do you have a point of order?

ROSAELVA LOMELI – I have, need some clarification. Not sure what we are voting on.

GARY MENDEZ – We are voting that the Board of trustees revised board policy 2715 for first reading and refer to PFC to be agendize on their meeting of February 12<sup>th</sup>.

NORMA E. GARCIA – You can't dictate to PFC what item goes on their agenda.

GARY MENDEZ – Oh please Ms. Garcia we are voting whether they take it up, that is their business but we are politely asking for it to be considered.

OSCAR VALLADARES – So Trustee Mendez I wasn't done when you called for the question. You have done this several times and you continue to move on when you have not asked me if I was done with my point of order.

GARY MENDEZ – I am sorry. The floor is yours.

OSCAR VALLADARES – Three times.

GARY MENDEZ – The floor is yours.

OSCAR VALLADARES – Continuous. That is a problem.

GARY MENDEZ – yes sir.

OSCAR VALLADARES – I was going to ask whether you and the President consulted with legal counsel on this.

GARY MENDEZ – yes.

OSCAR VALLADARES – President, do you acknowledge that there was communication.

PRESIDENT DREYFUSS – You know in addition, I also advised Board President that we should go through the process. The consultation.

GARY MENDEZ – Which it is.

NORMA E. GARCIA – So this recommendation is against.

PRESIDENT DREYFUSS – I let him know what our process is. And we always do that to avoid problems.

OSCAR VALLADARES – So point of order Madame President. 1.) It made it to the agenda. My understanding and it may be very limited when it comes to procedure. Even that is it is on the agenda, it comes to the President. Even if the President refuses to put it on the agenda, the item will still make it on the agenda if three board members request it correct?

GARY MENDEZ – Correct.

OSCAR VALLADARES – Well we have it here anyways. I am still missing why there is objection if this is a valid item on the agenda giving that Board President and College President acknowledge that there was consultation with legal counsel about whether or not this is under the purview of our board. Correct?

GARY MENDEZ – Correct. So please speak to the point of order or to the content of policy.

NORMA E. GARCIA – So the content of the policy. The content of the policy is that you violated the Brown Act three board members were consulted.

GARY MENDEZ – It doesn't say that here. The content of the policy here is to change, add, breach of confidentiality or perception of breach of confidentiality. That is the subject up for discussion now. I know you disagree with it.

VICKY SANTANA – How did three members get consulted? Then why bring it up? How do you justify it being on the agenda?

GARY MENDEZ – First of all you have no right to question the person's point of order.

NORMA E. GARCIA – That is my question too and the violation of the Brown Act.

GARY MENDEZ – you have no right to question the person's point of order.

ROSAELVA LOMELI – First of all, I was not part of the discussion.

GARY MENDEZ –Secretary, if there is no discussion on the content.

ROSAELVA LOMELI – I'm sorry, I have a question.

GARY MENDEZ – Yes ma'am.

ROSAELVA LOMELI – So is it going to go through the shared governance process?

GARY MENDEZ - Yes ma'am. That is the motion to revert to PFC the February 12<sup>th</sup> meeting to be considered, debated, cross examined. Yes, it will be up for PFC for the consultation process.

ROSAELVA LOMELI – Okay.

GARY MENDEZ – No other questions, Secretary call the roll.

RENEE GALLEGOS (SECRETARY) – Ok so again, Trustee Garcia-No, Trustee Lomeli-Yes, Trustees Mendez-Aye, Trustee Santana-No, Trustee Valladares-Aye, Trustee Laureano-No.

GARY MENDEZ – Secretary close the roll and tally the vote.

RENEE GALLEGOS (SECRETARY) - 3-2-1 as amended.

NORMA E. GARCIA – Shared governance

GARY MENDEZ – Motion adopts.

SANDRA RIVERA- Did you all read AP 2410. Did you all read it?

VICKY SANTANA – Can you read it.

GARY MENDEZ – Well it's not in order yet so you.

SANDRA RIVERA - Yeah. Okay. You're right, you are right. It's here, what we are doing.

29. On the revised motion of Mr. Valladares, the Board voted by vote of the five members present [Garcia-No, Lomeli-Aye, Mendez-Aye, Santana-No, and Valladares-Aye] to approve the proposed revision of BP 2715 for the first reading and refer to PFC to be agendized for their meeting on February 12<sup>th</sup> as part of the collegial consultation process. The Student Trustee advisory vote was No. Motion adopts.

**3. Revision of Board Policy 2431 Superintendent/President Selection (First Reading)**

GARY MENDEZ – Yeah. We'll save that for a point of order or something? So board policy IV. A.3. That the board of trustees approved the revised board policy 2431 for first reading. Is there a motion to approve?

ROSAELVA LOMELI – So moved.

GARY MENDEZ – Moved by Trustee Lomeli. Is there a second?

NORMA E. GARCIA – Seconded with comments.

GARY MENDEZ – Seconded by Trustee Garcia

NORMA E. GARCIA - Which one is this one?

GARY MENDEZ – It is item A.3. Okay.

NORMA E. GARCIA – And for the record Trustee Mendez. A couple of years ago you've dated the student trustee. So I think that we should also include the board members appointing.

GARY MENDEZ – I am sorry but there is no personal attacks are not allowed them. You're out of order. Personal attacks are not welcomed. You're out of order. (Hitting the gavel)

NORMA E. GARCIA – No, no I'm just saying

GARY MENDEZ – You are out of order please. Because you got personal.

NORMA E. GARCIA - That we shouldn't be dating.

GARY MENDEZ – Don't get personal. Don't get personal. (Hitting the gavel)

NORMA E. GARCIA – Isn't this personal?

GARY MENDEZ – Your statement is personal. So that's a first warning. So that'll will be placed in the minutes. We're doing that, violating our code of civility please. So that's your first warning Trustee Garcia. Okay. So any other comments on this about. VICKY SANTANA- I have the same concerns about not following the, our shared governance process.

GARY MENDEZ - Okay. The point of order is well taken. Any other comments on the, on the item? What, Point of order?

MICHELLE BEAN – Are we allowed to comment

GARY MENDEZ - Yeah, of course.

MICHELLE BEAN- I just want to make sure that, and I really do appreciate that we're welcoming and following our collegial consultation and making sure that all voices are heard and shared governance process. I just want to make sure that when we are, you know how, important imagining in the way we do things around here, this to me and that would be consider everything so that we are healing not hurting.

GARY MENDEZ - Yeah.

MICHELLE BEAN - So if it's, if it's about changing these processes because it's healing the campus, then I'm always forward it. But if it is about hurting that I asked that you really . . . .

GARY MENDEZ - No, it's not hurting. If I could just explain that there's been a lot of concern. I received eight calls the last time we appointed, appointees to the search committee. Eight calls, several of them from on campus, several from in the community. Concerned about an appointment of a person's significant other on the search committee that they believe will compromise the process. I checked with counsel. Counsel says it is a conflict of interest, that it is actionable. So I thought the first, please. And I thought that the best way to handle it, was to ask PPL questions, which I did indirectly, without referring to any particular board member in question. And it was aired. So it wasn't well taken at that time by that time probably. So in consultation with counsel, is that board policy change would be advisable. So board policy stage, what I'm hoping happens is as a result of this, it will never happen again, is that no one's spouses, relatives or significant others will be appointed to committees on this college because it is a conflict of interest.

So, but that doesn't bar anybody from changing and appointed by February 20th. So that's what I'm going to politely ask that based on these policies, is that to please change out if anybody feels that you've appointed a relative, significant other or partner, is to do that at this time before the starting of the search committee. I'm more concerned about what community members are telling me and how upset that they are and I'm afraid of that threat. And so I think it's important to do it this way. I haven't pointing anybody out. I didn't say any names, but I had to ask at this point for board members to reconsider.

NORMA E. GARCIA -Trustee Mendez - So I think at the last board meeting, at the last board meeting, we approved, all the members. So that the board took action on all our numbers. So if this policy you and including yourself sir it was a 5-0 decision. It was an action by the board. And we've talked about it as a board, that once we make a decision, we support that decision and we stand by that decision. This policy will go to PFC and will not be a policy until it comes back to the board.

GARY MENDEZ – Right.

NORMA E. GARCIA - And you can't apply this policy retroactively. And I want to say, I'm not going to mention any names, but we never in any situations in the past, it might've happened at the board, got into anyone's business. And even though there may have been, and I'm going to, perceptions, perceptions of breach of confidentiality. This board was so respectful of each one of us that we never bought this up. This is a witch hunt and so we all need to take responsibility of that.

Let's all take responsibility of that. And I guess this, this is what's so scary about the sort of things that in my nine years when we disagreed to the core, we never have done this. We've never have done this to each other and how do we build a board? How do we move forward? We are, instead of focusing on equity, instead of focusing on what our students need, we're focusing on this junk to really pull each other apart. How sad, how sad this is the leadership of this board that instead of focusing on our transfer rates, we've had more discussion about this. Then our sad transfer rates. How sad that this is going to divide us instead of focusing on what we should be doing here is our students, equity, and making sure that they graduate. I'm appalled. I'm appalled. So I'm voting no on all of these items for procedural reasons.

GARY MENDEZ – Are you okay with board members appointing spouses, significant others?

NORMA E. GARCIA – I was not okay when you were dating our student trustee.

GARY MENDEZ – Are you okay with this item?

NORMA E. GARCIA - But he never brought it up until now because I respected your opinion and I, and I thought that you would so the right thing. And you know what. Because those are personal relationships.

GARY MENDEZ - Is it okay to appoint significant others and spouses?

NORMA E. GARCIA - Why not? You are appointing friends?

GARY MENDEZ - Here's the alternative and discussing with counsel is that we could deal with it legally or we can deal with it in policy.

NORMA E. GARCIA - The board has taken action on who are appointees are

GARY MENDEZ – Doesn't mean it is right

NORMA E. GARCIA - For the, for the.

GARY MENDEZ - That's the point. It doesn't make it.

NORMA E. GARCIA - Oh wow.

GARY MENDEZ – the wrong does not make it right.

NORMA E. GARCIA – Oh wow.

GARY MENDEZ - Trustee Santana.

VICKY SANTANA - So the name that was proposed was given probably in November. We had it. It was no secret. It was posted and given out before. I don't understand why that the issue wasn't raised privately and/or why it wasn't brought up during the discussion when we voted on the committee members.

GARY MENDEZ – When it was agendized and passed, the information circulated, it rose to prominence.

NORMA E. GARCIA - And we say the board approved.

GARY MENDEZ – Vicky. Vicky. I am trying to do this by policy, I mean really do you think appointing a significant other or spouse is okay? Or significant other.

VICKY SANTANA – he is not my spouse and no because he . .

NORMA E. GARCIA – hey that is a personal issue. That's a personal issue.

VICKY SANTANA – Hold on. So we all.

NORMA E. GARCIA – that is the heart of this issue. Wow guys this is what we are allowing on this board.

VICKY SANTANA - This is about my appointee. Which I made no secret of and first of all, he was a former ASB president. He, was very involved in passing the bonds back then, he was a very, the most active member of our COC board, our bond committee. Every time we have a board meeting, I don't breach confidentiality.

NORMA E. GARCIA – You don't have to justify Vicky.

VICKY SANTANA - And I stated that and I asked the board that if anybody felt that they could not meet the criteria of confidentiality, that they should change their appointment because I know I can and I have for the last however many years. But what I don't violate is the discussions in closed session. I do think that there's a difference between a spouse and the significant other because how do you define that? So that's where I do feel that I do feel there's, there's definitely equal differences in that and this could have been a private discussion and not, and you've never given me the courtesy. I've never done any of that. So, you know, I, and I, you know, if the sad thing, because the last time our presidential search, I appointed someone on the committee from the community and they could not commit to it. And I had no representative. I know for a fact this person will represent, my community very well. And I will know nothing about the discussions in that committee. And I've discussed it with the leadership of our constituency groups and there have been no objections.

GARY MENDEZ – Anybody else. Well, it's not personal.

VICKY SANTANA - Well, you could have made it.

NORMA E. GARCIA - You just made it personal. While we respected your personal decision to date someone on that dais and never brought it up, you made this issue personal.

VICKY SANTANA- do you want to add someone you are dating to this?

GARY MENDEZ - I'm sorry is that an amendment?

VICKY SANTANA – Then how do you define all that? It's like a slippery slope like that.

NORMA E. GARCIA - I think these are not bones that you are throwing at us. I think it is unethical.

GARY MENDEZ – Look, I am going to compromise with you. I want this passed cause nothing in the future should ever. You have to have the perception of the college. The perception, people in the community are concerned about the perception of what appointees are being appointed. It's a concern. I'd run the corrected here than have them come to the door.

VICKY SANTANA – But nobody has brought it up.

GARY MENDEZ - To you.

VICKY SANTANA - And I've asked.

GARY MENDEZ – To you. To you.

NORMA E. GARCIA – You know what Trustee Mendez, you should be more concerned of the racism and the fights that are happening on campus about the subcommittee that this politics.

GARY MENDEZ - You're making it an issue. It's on the agenda. You shouldn't appoint a spouse or significant other on the presidential search committee because the perception is it, it looks bad if you can't do this. A County of Los Angeles Supervisor cannot do that.

VICKY SANTANA – Yes they can. Yes, they can. They can appoint.

GARY MENDEZ – They can appoint the spouses,

NORMA E. GARCIA – Yes they can.

VICKY SANTANA – They can appoint their relatives to the COC and they've been active members and they haven't. There has been no reason so why now? There's nothing to base this on before. This is not the first time he's served on the.

GARY MENDEZ – The perception is if it happens in it, it moves forward. There is going to be a lot of concern of how we're operating the search committee.

NORMA E. GARCIA - Okay. Just mask it. Mask it.

GARY MENDEZ - So you decide how to vote. IF you are opposed to it you can vote against it.

VICKY SANTANA - You should have just consulted with me. That's it.

GARY MENDEZ – I don't have your number.

VICKY SANTANA – Yes you do.

GARY MENDEZ – I was refused your number.



NORMA E. GARCIA – you have her email.

VICKY SANTANA- You know I don't know who refused you my email and I just texted you today saying I was going to be late. So you have my number.

GARY MENDEZ – No if I could show you that your number is not in my system.

NORMA E. GARCIA – That is no surprise.

GARY MENDEZ – I asked the Superintendent who's calling me and she recognized your number. So it's not that. I can't prevent you.

VICKY SANTANA – You were sitting right next to me at the last board meeting.

GARY MENDEZ - It's not personal.

VICKY SANTANA - But without bringing it forward to me personally and.

GARY MENDEZ – Community members, some people on this campus find it a problem. Why would you want that perception?

NORMA E. GARCIA - So Gary, Gary, under your President leadership, we've had this leak, you haven't done anything about it for two months and you are concerned. You're concerned about a couple of people calling you about who's going to serve on the presidential search committee. Come on! Come on! Get your priorities straight.

GARY MENDEZ - Okay, thank you. I appreciate that.

VICKY SANTANA – Well if they didn't know it, they know now. So thank you.

GARY MENDEZ – Ok so we are waiting for Trustee Lomeli to come back. Okay. Secretary, call the roll.

RENEE GALLEGOS (SECRETARY) – Trustee Garcia–No, Trustee Lomeli-oh I am sorry is this going to shared governance?

GARY MENDEZ – Yes.

RENEE GALLEGOS (SECRETARY) – Lomeli – Yes/Aye, Trustee Mendez-Aye, Trustee Santana-Abstain, Trustee Valladares-Aye, Trustee Laureano-Abstain.

NORMA E. GARCIA – I change my vote to an abstention.

30. On the revised motion of Ms. Lomeli, the Board voted by vote of the five members present [Garcia-Abstained, Lomeli-Aye, Mendez-Aye, Santana-Abstained, and Valladares-Aye] to approve the proposed revision of BP 2431 for the first reading and refer to PFC to be agendaized for their meeting on February 12<sup>th</sup> as part of the collegial consultation process. The Student Trustee advisory vote-Abstained. Motion adopts.

#### **4. Revision of Board Policy 6740 – Citizen’s Oversight Committee (First Reading)**

GARY MENDEZ – That the board of trustees approved the revised policy 6740 for first reading. Board Policy 6740. Is there a motion to approve? Is it out of order? Yeah 6740. Is there a motion to approve 6740?

OSCAR VALLADARES – I am just trying to figure out which one.

GARY MENDEZ – the same as the Presidential Search Committee. This one pertain to the Citizen’s Oversight Committee. Point of order. You can have a point of order if it is about content.

OSCAR VALLADARES – So moved open for discussion.

GARY MENDEZ – Moved by Trustee Valladares. Seconded by Lomeli. Discussion

OSCAR VALLADARES – Yes would this be retroactive to anyone already sitting?

GARY MENDEZ – The attorney said that it's already unethical.

OSCAR VALLADARES – that doesn’t answer my question.

GARY MENDEZ – Is this retroactive? Well, no, it can't apply to anybody who has served in the past.

OSCAR VALLADARES – No currently and voted by the board.  
(Inaudible)

GARY MENDEZ – Okay no further discussion?

PRESIDENT DREYFUSS – there is nobody on the COC that this would apply to at this time.

GARY MENDEZ – so the friendly amendment would be to add and to be referred to PFC and agendize for the meeting of February 12<sup>th</sup> is that okay? Secretary call the role.

RENEE GALLEGOS (SECRETARY) – Trustee Garcia–Abstain, Trustee Lomeli–Yes, Trustee Mendez–Aye, Trustee Santana–Abstain, Trustee Valladares–Aye, Trustee Laureano–Abstain.

GARY MENDEZ – Secretary close the role and tally the vote.

RENEE GALLEGOS (SECRETARY)- 3-0-3 abstentions.

GARY MENDEZ – Item passes.

31. On the motion of Mr. Valladares, the Board voted by vote of the five members present [Garcia-Abstained, Lomeli-Aye, Mendez-Aye, Santana-Abstained, and Valladares-Aye] to approve the proposed revision of BP 6740 for the first reading and refer to PFC to be agendized for their meeting on February 12<sup>th</sup> as part of the collegial consultation process. The Student Trustee advisory vote-Abstained. Motion adopts.

**5. Approval of General Counsel and Approval of Amended Retainer Agreement**

GARY MENDEZ – Next item, the board of trustees approve the amended retainer agreement with Garcia, Hernandez and Sawhney LLP, as outside general counsel to which law firms with retainer agreements from the District to provide services. Is there a motion to approve? Discussion?

GARY MENDEZ – Moved by Trustee Lomeli.

OSCAR VALLADARES – Second.

GARY MENDEZ – Seconded by Valladares.

OSCAR VALLADARES - You guys, I have a question.

NORMA E. GARCIA – I have a question.

GARY MENDEZ – One at a time.

OSCAR VALLADARES - So my question is to truly understand and interpret this. So are we currently already have retained the services of Garcia, Hernandez and Sawhney, LLP?

GARY MENDEZ – Currently, they have been counsel for the last 12 or 13 years.

GARY MENDEZ – Garcia.

VICKY SANTANA – In what capacity?

NORMA E. GARCIA – Teresa can you explain the solicitation for a retainer agreement. Because there has been no solicitation for this, for this firm. Someone put it on the public record, but there has been no public solicitation for this firm to sit as our general counsel. I want to state for the record that this previous attorney, services were not required when, he was involved in a legal matter involving our former President/Superintendent. And so Teresa, in your years as President/ Superintendent, have you ever seen, has this ever happened when a Board President has put this item on the agenda?

PRESIDENT DREYFUSS - Well, as I recall, no.

GARY MENDEZ – She was not around

NORMA E. GARCIA – So President/Superintendent. Did you negotiate this contract with this firm?

PRESIDENT DREYFUSS - No. For this outside general counsel no.

NORMA E. GARCIA - Was it your decision to change general counsels?

PRESIDENT DREYFUSS - No.

NORMA E. GARCIA - And so why in our board policies and our board policies does not give one, one president of the board unilaterally to ask, to bully a President/Superintendent into putting into a contract that can, that has fiscal implications without an RFP, without you negotiating and without a cause.

GARY MENDEZ – Anybody else have a question?

ROSAELVA LOMELI – So I have a question. When you say they have been on retainer, what does that mean? So they have been paid a fee by the college right?

GARY MENDEZ – They have been on retainer for 12 or 13 years.

PRESIDENT DREYFUSS – So not very often.

ROSAELVA LOMELI – but they have been paid a fee. So then they're on retainer, right? We don't have to go through the process. You already interviewed them, right?

PRESIDENT DREYFUSS – No.

GARY MENDEZ – She was not President when they were hired about 12 or 15 years ago.

PRESIDENT DREYFUSS – What this is, is for outside general counsel. Okay. Is it different than others? We have four law firms.

NORMA E. GARCIA – Thank you that we have solicited bid from.

PRESIDENT DREYFUSS – I hardly use this one. Rick Olivarez I hardly use. The two that I use the most is Atkinson, Andelson, and the one that is Mary Dowell's firm. That is, it. Okay. These are the two firms that I use. So, if I feel that if we have to go to outside general counsel, we should use these four firms. They all have the retainer fees. They all service us. Okay, and get the proposal and then select one. Okay. And that I will say that I was surprised that I wasn't involved.

GARY MENDEZ – Valladares, Lomeli and then Garcia.

NORMA E. GARCIA - Wow. And that's on the public record.

GARY MENDEZ - I'm sorry, can you wait your turn please. No loud bursts.

NORMA E. GARCIA - Sure.

PRESIDENT DREYFUSS - I have to say that.

GARY MENDEZ – I'm sorry.

NORMA E. GARCIA - The president can speak.

GARY MENDEZ - I'm sorry. But there are rules of order. So I called Valladares, Lomeli and then Garcia and then the Superintendent. I'm sorry we are board members.

OSCAR VALLADARES - Is legal counsel as part of professional services within the jurisdiction of a board president?

PRESIDENT DREYFUSS - No.

OSCAR VALLADARES - No. Okay.

GARY MENDEZ – Trustee Lomeli.

ROSAELVA LOMELI - Just back to what you were saying Teresa, four are on retainer. So, but they're on retainer as well?

PRESIDENT DREYFUSS - Yeah. They are one of the four.

ROSAELVA LOMELI - Okay. So I actually had my hand up.

GARY MENDEZ – But I called the order.

NORMA E. GARCIA - I know the process; however, I want you to remind me. They're on retainer, but they're not on retainer to be a general counsel.

PRESIDENT DREYFUSS – Right.

NORMA E. GARCIA - So I want to make that clear for the record and for the minutes. They are on retainer but they're not on retainer to be our general counsel. So there was no public contract bidding process. There was no proposal. The President/Superintendent was charged to negotiate all services on behalf of the college, was not informed, did not participate. These negotiations were done by our board president and our board president consulted with this attorney on these action items. That is a conflict of interest.

GARY MENDEZ – (Laughing). What we'll do is we'll get legal opinions for every one of those statements you just said because it's ethically wrong, I did not negotiate the contract. It's on the agenda.

NORMA E. GARCIA – The President/Superintendent just said she didn't.

PRESIDENT DREYFUSS – I wasn't there.

GARY MENDEZ – She just told me. You just told me that.

NORMA E. GARCIA – Oh wow.

GARY MENDEZ - You will negotiate the contract details with the law firm.

PRESIDENT DREYFUSS - No. You, you brought the proposal to me.

GARY MENDEZ - their proposal, not my proposal, their proposal.

PRESIDENT DREYFUSS – (Speaking loudly) No their proposal. You brought their proposal to me and tell me that you even asked me to write the recommendation verbiage, a Superintendent/President has never been forced to write the recommendation. Recommendation, comes from the administration. Comes from the Superintendent and the administration. This law firm we used them 15 or 16 years ago. Okay. They charge us every month so much bills. Okay. I compared the ones, the one before them, they charge at that time, \$200,000 to \$300,000 a year in comparison to prior year, the year before it was \$50 to \$60,000. If you go to the Google and Google this firm, you will see three releases of the news that first he got expelled/resigned from the two entities he was working on. The city of Rosemead and another city that were overbilling. They have three firms. I Googled it.

NORMA E. GARCIA – They were terminated there.

PRESIDENT DREYFUSS - And there is another firm that put him on the grand jury. Okay. So this is the firm that we are trying to hire? Okay.

NORMA E. GARCIA - We're forced to hire.

GARY MENDEZ - We are not hiring. We hired him 12 to 13 years ago.

PRESIDENT DREYFUSS – Forced to be on there. Outside general counsel.

NORMA E. GARCIA – Wow.

GARY MENDEZ – Wait. I waited for you to be done. Let's keep some decorum. I'll respect your right to speak, if you respect mine.

NORMA E. GARCIA – My stomach is hurting.

GARY MENDEZ- There was no negotiated contract. The President/Superintendent does that after today. That's the way it is. They are currently counsel. They have been counsel for 12 or 13 years. It is not a new contract. As it says, it is an amended contract. There's no violation of legal opinion. Garcia, and Jill and Sandy. I'm sorry Santana you first.

VICKY SANTANA – So President Dreyfuss, in what capacity have we utilized the firm, in the last three years?

PRESIDENT DREYFUSS - Very, very, seldom, maybe one or two cases. And so this was with these fees? So when you're negotiate a contract, is it customary to negotiate the hourly rate as part of the negotiation?

PRESIDENT DREYFUSS – Yes. But this is on their proposal.

VICKY SANTANA - So we're just accepting their proposal without negotiation? Do we normally do that?

PRESIDENT DREYFUSS – No.

GARY MENDEZ - It's not. She has to negotiate the contract.

VICKY SANTANA - We're approving the fee schedule. That is the contract. There is no other contract retainer.

GARY MENDEZ – It is different than the retainer fees.

VICKY SANTANA- That is what this is.

GARY MENDEZ – Are they any different than retainer fees?

PRESIDENT DREYFUSS – yes.

VICKY SANTANA – Yes.

GARY MENDEZ – That is different than the retainer fees?

VICKY SANTANA – That is what was negotiated.

GARY MENDEZ - Do you know if whether this is a change of their fees? Do you know?

VICKY SANTANA - No, I don't.

GARY MENDEZ - Exactly.

VICKY SANTANA - So then these are 15 years old.

GARY MENDEZ – No.

VICKY SANTANA – Hold on. These fees are 15 years old. Then is that what you are saying?

GARY MENDEZ - I don't know.

VICKY SANTANA - Because then if the retainer was signed 15 years ago. Then that and that's where that came from. Then those fees are 15 years old. So this is misleading because there are certain things that are not, and it's going to look not very nice to have a \$275 per hour rate for a partner. But that's not the reality. It is very misleading.

GARY MENDEZ - Do you know the reality?

VICKY SANTANA - Yeah. It's a lot more than this.

GARY MENDEZ – It is?

VICKY SANTANA - Yes. So this is, this is 15 years old based on a retainer. This is very misleading to make it look like that they're the cheapest in town where they are not.

GARY MENDEZ - If it's on this agenda and we pass it, it's locked in.

VICKY SANTANA – No.

GARY MENDEZ - The Superintendent signs the contract. We have Jill, Sandy, and Garcia. Okay.

PRESIDENT DREYFUSS – And then I want to speak.

GARY MENDEZ – Okay.

JILL PFEIFFER - So I contacted all the board members and after I found out about this on the agenda and there's significant concern and you're hearing it here, right? I have voiced my concern. Would you be willing to consider some other firm that doesn't bring a controversial aspect to this, to this college, we don't need that. We do not need that.

GARY MENDEZ – Do you want to answer?

JILL PFEIFFER - Are you open to considering other legal services that are not going to bring this kind of controversy to our campus?

GARY MENDEZ – The controversy that you are discussing is different then what you emailed me. I have known about that and I've contacted people to look at it. What it was, is that Latinos took over a school board in San Diego. People of non-minority of a

certain uh, part of some persuasion anti-Latino fought back and every Latino leader in Orange County knows that in San Diego County knows that.

JILL PFEIFFER – Okay.

GARY MENDEZ - When you brought that up, I kind of figured, you obviously haven't heard two sides of the story.

JILL PFEIFFER - Okay. So that's why I'm asking. But what is your, why are you so invested in this particular legal firm?

GARY MENDEZ – They're existing counsel, they are prominent presenters at our trustee conferences on diversity and equity. There are in fact doing the presentation this Friday in Sacramento. They are the leaders of diversity and equity in the California community colleges. You may laugh and not agree with it, but it is true.

JILL PFEIFFER - I'm just saying that there's, there's enough in this room going on that we're taking away from the real important things on this campus that need to get done. I'm sitting here until 10:30 and I've never sat in a board meeting this long. So Gary, I'm asking you as President of the Board, are you willing to consider so that we can move on with the business at this college to consider other options? Are you or are you not?

GARY MENDEZ - If the board believes that, then sure, I did not. I can't. I can't ah move it.

JILL PFEIFFER – If you have a problem with the current legal counsel, that's okay. It's okay to change

GARY MENDEZ – What I have an issue with.

JILL PFEIFFER – Are you willing? Why are you invested in this particular legal firm?

GARY MENDEZ - Here's what I have an issue with. Here's what I have issue with, with your question. What you emailed me was a political situation, it was a white person every Latino in San Diego. Every Latino from that area knows that, for you to use that.

JILL PFEIFFER – Okay! My questions is.

GARY MENDEZ – really!

JILL PFEIFFER – We know that there is an issue.

GARY MENDEZ – You are jumping on that bandwagon.

JILL PFEIFFER – There is an issue. Are you willing to consider?

GARY MENDEZ - Are you willing to consider this one?

JILL PFEIFFER - No, I'm not.

GARY MENDEZ - Why?

JILL PFEIFFER - Because there's already baggage attached



GARY MENDEZ – Because of the San Diego thing. So they told me that it was a white person and Latino thing.

JILL PFEIFFER - We don't need that kind of thing connected to this college.

GARY MENDEZ – I don't agree. For Latinos becoming prominent.

NORMA E. GARCIA – Oh my God, there are so many Latino law firms Gary! Give them a chance to compete.

GARY MENDEZ - It's not an RFP. It's not an RFQ.

NORMA E. GARCIA - We need to do an RFP. I'm not concerned about this attorney. I'm concerned that we are not following, we're not following the public contracting code period!

GARY MENDEZ - Okay. I'm going to get a legal opinion on that.

JILL PFEIFFER – From who?

NORMA E. GARCIA – From this guy? From this guy? You're not do a solicitation for a general counsel that is basic 101 governance.

GARY MENDEZ – No.

NORMA E. GARCIA – Oscar, Vicky and I do ethics training for the county and Oscar, Vicky, and I know that any.

GARY MENDEZ – Norma. Norma.

NORMA E. GARCIA - Any money or solicitation, should require a public solicitation process.

GARY MENDEZ – It's not a new contract. Right.

JILL PFEIFFER - Gary, you're not listening.

GARY MENDEZ –I'm listening. You don't want.

NORMA E. GARCIA - I do not want to be Bell Gardens. I don't want to be Bell Gardens here.

GARY MENDEZ – (Hitting the gavel). I'm listening to you Jill. You sent me a text of an article from San Diego. I know all about that situation and that was the Latino versus, that took over the board.

JILL PFEIFFER – So then why are people shaking their heads yes, that it would be good idea to do that?

NORMA E. GARCIA – Lets do a public solicitation.

JILL PFEIFFER - That's all we're asking. I'm not.

NORMA E. GARCIA – Change the attorneys.

JILL PFEIFFER – There are other options that's all.

DREYFUSS – Also, I would like to make some comments regarding the comments that you made earlier Oscar. You know when Gary called him regarding that it is okay for the Board to place the agenda items, then you mentioned that he mentioned as long as three board members then can have a special board meeting. I said, I'm not asking about special board meeting. We already set it up. Then he said that again, three board members, as long as they approve. They can have a special meeting. I said, I'm not asking about if three board members approve a special meeting, I'm asking can the board have authority to put this kind of stuff.

Okay, and then I had the same question as I said. Then he kept on saying three board members, you know. Then I said isn't this against the Brown Act? That's one thing. Then I said that this agenda, you are doing the legal opinion all yourself. Okay isn't that a conflict of interest? That was another thing. Then when he led the what do you call it the legal opinion, he said the board can go ahead and place it on the agenda. He cited a very small portion of the case of a college a long time ago. And then Gary, you asked me, you know, what do I think? I said, first of all, it doesn't have Ed. Code that says that. It's just a small, small portion of a college, that case about Academic Senate. Okay, so you said that, well you asked legal counsel, if there is Ed Code or CCLC language for the Board to put on the agenda. Legal counsel asked what CCLC is? He doesn't even know what CCLC is.

NORMA E. GARCIA – Wow.

DREYFUSS – I was right there. Yes, so these are the things that I find that was uncomfortable. On top of that, the experience we have when we go to soliciting of the proposals. If anybody asks me what is your experience, because we'll have to do the reference check. Just like we hire people, right. I will not hire this firm because they charge us so much.

JILL PFEIFFER – from past experience.

DREYFUSS – So if you go to Google, and Google that firm, okay, you will see that at least three, three firms that he worked for before, how much over billing, it's including the City of Rosemead. Yeah.

JILL PFEIFFER - That was what I was saying.

GARY MENDEZ – (Hitting the gavel) One at a time. One at a time. It's Superintendent and then Mr. Valladares. And then you can have an opportunity instead of blurting out. Please. Thank you.

OSCAR VALLADARES – So point of order.

GARY MENDEZ - So yes.

OSCAR VALLADARES – Yes, I am concerned that there are different concerns. I understand there is a desire perhaps to have different legal counsel. And in spirit of collaboration both being supportive of the President as well as being respectful to all the concerns other trustees have brought up, do we need to, can we pull it before voting on it?

GARY MENDEZ – It's not that, it's not the technical term, you could table this, not pull it.

OSCAR VALLADARES - Okay.

NORMA E. GARCIA - I would like to suggest that we take a vote. Trustee Valladares, this is not about you siding with us. This is about an ethical stance and I think that you need to make. You need to decide as a board member, if you're going to allow the contract to go before this vote, this board without a public, a public contract, without a public bid. When a President/Superintendent is recommending what she didn't even negotiate the fees? Is that how we want to run this board and this college?

OSCAR VALLADARES – Board President I wasn't done yet.

GARY MENDEZ – Yes sir, go ahead.

OSCAR VALLADARES – So there is a motion to table the item.

DREYFUSS – Yeah I think that will be good. Just table the item.

VICKY SANTANA- But if it is tabled, then it could come back? As is.

GARY MENDEZ - Yes.

VICKY SANTANA – As is. Yes. So then if we vote it down then it is dead.

OSCAR VALLADARES – That is what I was trying to clarify.

JILL PFEIFFER – then we can start over right?

GARY MENDEZ – Okay one at a time. So Jill and then Sandy, and then Lomeli.

ROSAELVA LOMELI – I think I was trying to clarify that too. So if you, table it, so it still comes back the same way?

GARY MENDEZ – it lays on the table until it's brought up again. Its agendized, item is requested to be agendized?

SANDRA RIVERA – Clarifying question. So we're still going to keep this firm just not to be general counsel?

PRESIDENT DREYFUSS - That's right. Outside general counsel.

SANDRA RIVERA– So why do we keep them? Because I'll tell you, we've had issue with them against classified staff.

NORMA E. GARCIA - Correct.

SANDRA RIVERA - So it's cool to keep them when they're on our back, but now that they are in your face, no it's an issue. I don't want these people here. They are not good.

NORMA E. GARCIA – So Sandra. Good point they have never handled an issue. This firm was involved handling, handling an issue on behalf of the prior Superintendent/President that was unethical.

SANDRA RIVERA – Right.

NORMA E. GARCIA - That was unethical.

SANDRA RIVERA – Then why retain them?

VICKY SANTANA – They are on retainer by the way but it is an old contract.

NORMA E. GARCIA – No they are not on retainer but, but it's an old contract. But I want you to know that's fine.

PRESIDENT DREYFUSS – we never terminated them.

SANDRA RIVERA – Why? So that means that we are still paying them?

NORMA E. GARCIA – No. No.

PRESIDENT DREYFUSS – No we are not. Unless we ask them to do the work.

VICKY SANTANA - So that's why I asked the question how often do we use them.

GARY MENDEZ – (Hitting the gavel). One at a time. One at a time. So Sandy, the floor is still yours.

SANDRA RIVERA – so that is just it. If we find them to be as offensive as people are thinking about, then why do we continue to do business with them?

VICKY SANTANA - That's a good question.

GARY MENDEZ – That's true. They have been on the books for 13 years. I had to.

NORMA E. GARCIA - I didn't know they were on the books for 13 years.

GARY MENDEZ – Hey wait. One at a time please. So to answer your question. They have been on retainer for 13 years.

SANDRA RIVERA– Yes.

GARY MENDEZ - I had some questions. I didn't have confidence and trust to ask Liebert Cassidy. So I picked somebody that I knew that provided services to the league.

NORMA E. GARCIA - You picked?

GARY MENDEZ - I have a right to ask counsel legal questions. Yes.

NORMA E. GARCIA – But you picked.

GARY MENDEZ - I picked who to ask out of our retainer people on who to ask a legal question.

NORMA E. GARCIA – Wow. Wow.

GARY MENDEZ – If you don't know. You don't know. I have the right to call legal counsel and ask questions. I have the right.

VICKY SANTANA – Yeah we all do.

GARY MENDEZ - So there's a process for that you know. There's a process.

VICKY SANTANA – And there is a board policy for that.

GARY MENDEZ – Yeah is a board policy for that and it's a process.

JILL PFEIFFER - You chose that firm.

GARY MENDEZ – There is a board policy for that. So I had to pick somebody that I had confidence in to give me an honest answer. And that's the person I picked up the phone and called. Does it have to be this person?

NORMA E. GARCIA - there has to be a compromise.

GARY MENDEZ - No, but I think that it has to come this, this person has to have the confidence of the board and the prior counsel, Liebert Cassidy, well some of the opinions and the process on how some of those opinions were written, I did not agree with. And so I had to call somebody that I know and trust. So I picked up the phone and called Bonny Garcia. It doesn't have to be him in the future, but I had to settle some questions.

One of the questions that I had asked is whether or not a board member or board president has a right to place something on the agenda. The Superintendent thought not. So I got a legal opinion and I called the first person that I knew. That person corrected it, corrected the Superintendent/President, that the Board and the Superintendent have a right to agenda items corrected that. Then that turned into three other legal questions. So it doesn't matter who, it just has to inspire confidence. That's all.

JILL PFEIFFER - What do you think about, the competence today?

GARY MENDEZ – Oh, that's what this process is for. That's what this process is for.

NORMA E. GARCIA - How are we going to attract a President/Superintendent to come and lead this with, with this unethical behavior when, when a Board President is going to say.

GARY MENDEZ – Keep your voice down.

NORMA E. GARCIA – Here's the contract I want you to hire them!

GARY MENDEZ – Norma keep your voice down (Hitting the gavel). Keep your voice down.

NORMA E. GARCIA – Wow.

GARY MENDEZ - Because that's why it's up for consideration. You cannot consider anything unless its put on the board. Okay. If the board doesn't like that, we could do something else. There's no problem with that. Let me tell you we are talking about perception. You're talking about perception. All these three amendments, policies addressed that perception. So it doesn't just work but it works for you. It has to work for everybody.

NORMA E. GARCIA – So this perception is okay with you that there was unethical behavior to get this attorney on.

GARY MENDEZ – If that is a concern. I'm going to go with your concern. That's no problem. So I had a situation.

NORMA E. GARCIA – So let's do a public solicitation. Trustee, I want to help you and I want to help this Board so that we do not go off the tracks of being an unethical Board. Let's do a public solicitation for an attorney. An attorney.

GARY MENDEZ - I'm willing to do that. But Trustee Garcia please understand that every Board member has the right to put something on the agenda. I needed help. I needed help to avert something larger.

NORMA E. GARCIA – Not against the Superintendent/President's recommendation.

GARY MENDEZ – When the Superintendent says no Board Member has the right, when the Board President puts something on the agenda, I have a legal question now.

PRESIDENT DREYFUSS – No. I showed the AP to Gary about placing on board agenda. The Board President consults with the Superintendent/President when they wish to place an item on agenda.

GARY MENDEZ - I'm sorry, I'm sorry. So I called the attorney and got a legal opinion. That turned into other questions that I got legal opinion. I have to find somebody I trust on the board.

NORMA E. GARCIA – Or to hear the answer you wanted.

GARY MENDEZ – The question of whether or not, what is conflict of interest, what is perception of breach? I had to ask those questions and I had to, it could have been, it could have been, um, Atkinson Andelson Irma Moisa. It could have been her. I know Paul Loya.

VICKY SANTANA – Just call for the vote.

GARY MENDEZ - Okay. So, uh, is the motion to table still on?

NORMA E. GARCIA – No. There was no motion.

VICKY SANTANA – This is the motion.

NORMA E. GARCIA – This is the motion. So call the vote.

GARY MENDEZ – okay so secretary call the roll.

RENEE GALLEGOS (SECRETARY) – Trustee Garcia – No, Trustee Lomeli – No, Trustee Mendez-Aye, Trustee Santana-No, Trustee Valladares-No, Trustee Laureano-No.

32. On the motion of Mr. Valladares, the Board voted by vote of the five members present [Garcia-No, Lomeli-No, Mendez-Aye, Santana-No, and Valladares-No] to approve the amended retainer agreement with Garcia, Hernandez, Sawhney, LLP, as outside general counsel to determine which law firms with retainer agreements with the District will provide services to the District. The Student Trustee advisory vote was No. Motion fails.

## VI. ADJOURNMENT

GARY MENDEZ – Okay so is that the last item on the agenda? Okay. So there is no closed session so good night.

NORMA E. GARCIA – Wait we aren't doing board comments?

PRESIDENT DREYFUSS – No you have to call the time.

GARY MENDEZ – Oh so it is 10:48 then I have a motion to adjourn?

NORMA E. GARCIA – Can I.

GARY MENDEZ – Moved by Trustee Garcia, seconded by Trustee Lomeli.

33. Trustee Mendez reported that there were no Closed Session items and wished everyone a good night. It was moved by Trustee Garcia, seconded by Trustee Lomeli to adjourn the meeting at 10:48PM.

- **Date of Next Regular Board Meeting – Wednesday, February 20, 2019, 6:00 p.m.**

### ***REASONABLE ACCOMMODATION FOR ANY INDIVIDUAL WITH A DISABILITY***

Any individual with a disability, who requires a reasonable accommodation to participate in a Board meeting of the Rio Hondo Community College District, may request assistance by contacting the President's Office of Rio Hondo College, 3600 Workman Mill Road, Whittier, California. This document is available in alternate format. Telephone (562) 908-3403; TDD (562) 908-3422.



### Recommended 18/19 Board Goals

		Goal Alignment			
18/19 Board Goals	Advance in the Coming Year	Objectives/Activities	Baseline/Benchmark	College	Vision for Success
<p><b>Goal One:</b> The Board will strengthen and enhance the college's commitment to a campus culture that integrates equity, diversity, and inclusivity at all levels in an effort to close the achievement gap among disproportionately impacted student populations.</p>	<ul style="list-style-type: none"> <li>Plan to have a Guided Pathways update at September Board meeting.</li> <li>GP Institute #4 in San Francisco in September.</li> <li>Faculty committee - GP 22 people</li> <li>Fully implement Guided Pathways. Need more in depth discussions.</li> <li>As decisions are being made, need to ask questions about how decisions help campus to be more inclusive on equity and diversity issues.</li> <li>Evaluate our policies on diversity. Reaffirm our commitment to diversity/ Future Board discussion.</li> </ul>	<p>Schedule in-depth discussion of:</p> <ul style="list-style-type: none"> <li>Guided Pathways</li> <li>Board policies related to diversity</li> <li>Commitment to diversity</li> </ul>	<p>Discussion of:</p> <ul style="list-style-type: none"> <li>Guided Pathways</li> <li>Board policies related to diversity</li> <li>Commitment to diversity</li> </ul>	<p>Aligns with: Goal 1.</p>	<p>Aligns with: Goals 1 – 6.</p>



					Goal Alignment	
18/19 Board Goals	Advance in the Coming Year	Objectives/Activities	Baseline/Benchmark	College	Vision for Success	
	<p>Continue to make sure we are a learning institution. Provide additional training and conversations on implicit bias.</p> <p>Include all constituent groups and students, Ask campus leadership to continue to build our capacity. Continue to train.</p>					
<p>Goal Two: The Board will actively engage with student leadership.</p>	<p>Meet all the student leaders on campus. Would be very helpful to engage with student leaders. Share external connections with each other.</p> <p>Offer more opportunities for students to engage with the Board.</p> <p>Attend ASRHC meetings.</p>	<p>Special joint Board and ASRHC meeting with agenda items (policy issues), include an informal interactive component.</p>	<p>Meet with student leaders, attend ASRHC meetings.</p>	<p>Aligns with: Goal 2.</p>	<p>Not Applicable</p>	
<p>Goal Three: The Board will continue its yearly review of its roles and responsibilities in areas such as accreditation, board policies, protocols, professional development, and budget.</p>	<p>Look at opportunities for professional development for the Board.</p> <p>Board will develop 5-6 topics for professional development for discussion when feasible.</p> <p>Mini professional development at Board</p>	<p>Develop 3 topics for professional development for the Board.</p> <p>Schedule at least one mini professional development program during an 18/19 Board meeting.</p>	<p>3 professional development areas identified.</p> <p>1 mini professional development program completed during 18/19</p>	<p>Aligns with: Goal 2.</p>	<p>Not Applicable</p>	

		Goal Alignment			
18/19 Board Goals	Advance in the Coming Year	Objectives/Activities	Baseline/Benchmark	College	Vision for Success
<p>Goal Four: The Board will spark an ongoing and meaningful college-wide conversation about the definition of effectiveness.</p>	<p>meeting. 10-15 minutes. Share questions to explore. "Forge" a Board by sharing XYZ... Ongoing policy and procedure review. Receive the schedule of AP and BP policies that PFC is going to address to allow for discussion prior to updating. Review of Board protocols at special Board meeting. Actively review diversity policies. Trigger Board discussion.</p>	<p>Study session engaging constituencies on the topic of institutional effectiveness, improving student outcomes, and Student Centered Funding Formula metrics.  Professional Development session on the role of community college board members in defining and approaching institutional effectiveness.</p>	<p>Study session to be scheduled</p>	<p>Aligns with: Goal 1-2.</p>	<p>Aligns with: Goals 1 – 6.</p>

		Goal Alignment			
18/19 Board Goals	Advance in the Coming Year	Objectives/Activities	Baseline/Benchmark	College	Vision for Success
<p>Goal Five: The Board will participate in the college's institutional planning process with the long-term goal of integrating the Board and institutional goals.</p>	<p>The office of Institutional Research and Planning (IRP) will conduct a gap analysis of alignment and integrated planning</p>	<p>The office of Institutional Research and Planning will present results of the gap analysis.</p>	<p>Results of the gap analysis presented to the Board.</p>	<p>Aligns with: Goal 1-2.</p>	<p>Aligns with: Goals 1 – 6.</p>
<p>Goal Six: The Board will engage stakeholders with the transition into Guided Pathways.</p>	<p><b>NEW</b></p>	<p>Special Board meeting regarding the transition to Guided Pathways.</p>	<p>1 Special Board Meeting</p>	<p>Aligns with: Goal 1.</p>	<p>Aligns with: Goals 1 – 6.</p>
<p>Goal Seven: The Board will oversee the college's financial sustainability, during the implementation of the Student-Centered Funding Formula.</p>	<p><b>NEW</b></p>	<p>Study session on the topic of institutional effectiveness, improving student outcomes, and Student-Centered Funding Formula metrics.</p>	<p>1 study session held</p>	<p>Aligns with: Goal 3.</p>	<p>Aligns with: Goals 1 – 5.</p>



**RIO HONDO COMMUNITY COLLEGE DISTRICT  
REGULAR MEETING OF THE BOARD OF TRUSTEES  
MINUTES – WEDNESDAY, MARCH 13, 2019, 6:00 P.M.**

**Location:** Rio Hondo College Board Room  
3600 Workman Mill Road, Whittier CA 90601

**Members Present:** Mr. Gary Mendez, President  
Mr. Oscar Valladares, Vice President  
Ms. Rosaelva Lomeli, Clerk  
Ms. Norma E. García, Member  
Ms. Vicky Santana, Member  
Ms. Diana E. Laureano, Student Trustee

**Members Absent:** None

**Staff Members:** Ms. Teresa Dreyfuss, Superintendent/President  
Mr. Henry Gee, Vice President, Student Services  
Mr. Yulian Ligioso, Vice President, Finance & Business  
Ms. Michelle Bean, President, Academic Senate  
Ms. Rowena Mendoza, Representing CSEA  
Mr. Matthew Mangoba, President, ASRHC  
Ms. Reneé Gallegos, (Recorder)

**Other Attendee(s):** Mr. Richard Padilla, District Legal Counsel

**I. CALL TO ORDER**

**A. Call to Order (6:00 p.m.)**

Mr. Mendez called the meeting to order at 6:00PM.

**B. Pledge of Allegiance**

Eric Rodriguez, RHC alumni led the pledge of allegiance.

**C. Roll Call**

All members present.

**D. Approval of Minutes: February 20, 2019**

**54.** On the motion of Mr. Valladares, seconded by Ms. Lomeli, the Board voted unanimously by the five members present [García, Lomeli, Mendez, Santana, Valladares] and approved the minutes of February 20, 2019 as presented. The Student Trustee advisory vote was aye.

**E. Open Communication for Public Comment**

Ms. Diana Laureano spoke about the Forensics competition this weekend and provided the Board with invitations and a schedule of events.

Russell Castaneda-Calleros addressed the Board regarding the potential release of four categorical, non-tenure track counselors.

**F. Commendations**

- **2019 Hayward Award Recipient** (*Dr. Lynette Nyaggah*)

**G. Presentations**

- **Census 2020 – National Association of Latino Elected and Appointed Officials (NALEO)** – (*Lizette Escobedo*) - **ADDENDUM**
- **Sabbatical Leave Presentation** (*Libby Curiel*)
- **Student Success Scorecard Update – Dr. Caroline Durdella**

**II. CONSENT AGENDA**

55. On the motion of Ms. Santana, seconded by Mr. Valladares, the Board voted unanimously by the five members present [García, Lomeli, Mendez, Santana, Valladares] to approve the Consent Agenda, **with the exclusion of items II.A.12- Approve Award of Contract: RFP No. 2070 Waste Disposal and Recycling Service – Athens Services, II.A.13- Acceptance of Grant: Support for L.A. County District 4 College Scholarship Program – California Community Foundation, and II.A.19-Contract Modification #7 for Del Terra Group – Program and Construction Management Fees**, as presented. The Student Trustee advisory vote was aye.

**A. FINANCE & BUSINESS**

**1. Finance and Business Reports**

**a. Purchase Order Report**

Approved the Purchase Order Report containing purchases for the preceding month.

**b. Payroll Warrant Report**

Approved the Payroll Warrant report for the month of February 2019.

**2. Authorization for Out of State Travel & Conferences – AMENDED**

Enrique Bravo, Michael Koger, Hector Molina and Moises Mata to attend the Association of Colleges for Tutoring & Learning Assistance (ACTLA), April 24-28, 2019 in Las Vegas, NV.

Erik Belmal to attend the MESA Student Leadership Retreat, March 22-24, 2019 in Stanwood, WA.

Gisela Speiler-Persad to attend Developing a National Research Agenda for STEM Academic Support in Higher Education, May 30-31, 2019 in Evanston, IL.

Zachary Jensen to attend Poesia en Altzayanca Literature Festival, March 27-30, 2019 in Tlaxcala Mexico.

Rudy Rios to attend the Pacific Northwest Spring IT Instructor Conference, May 7-10, 2019 in Vancouver, WA.

**3. Student Field Placement Agreement (Internship): Clinical and Graduate Nursing Program – CSU Long Beach**

The Health Science and Nursing Division request to have an Agreement with CSU Long Beach; wherein Rio Hondo College will provide CSU Long Beach students practical experience outside of the traditional classroom setting and serve as a learning site offering facilities, resources and supervision.

The term will begin March 14, 2019 through March 13, 2020 with automatic annual renewals unless terminated with a 30-day notice.

The Board of Trustees approved the Student Field Placement Agreement with CSU Long Beach as summarized above and authorized the Administration to execute the appropriate documents on behalf of the District.

**4. Apprenticeship Instructors – Operating Engineers Training Trust FY 2018-2019**

The Rio Hondo Community College District (District) and the Operating Engineers Training Trust have entered into an apprenticeship agreement to provide instruction. The Operating Engineers Training Trust will provide for the instructor's salary and benefits. The Administration is recommending approval of the list of apprenticeship instructors for fiscal year 2018/2019:

Castellanos, Renee	Legan, Jeff
Gadberry, Renee	Sargent, John
Gorski, Daniel	Stolze, Alan

The Board of Trustees approved the list of apprenticeship instructors and the terms outlined above, and authorized the Administration to execute appropriate documents on behalf of the District.

**5. Apprenticeship Instructors – Carpenter Joint Apprentice and Training Committee and/or Southwest Carpenters Training Fund FY 2018-2019**

The Rio Hondo Community College District (District) and the Carpenter Joint Apprentice and Training Committee and/or Southwest Carpenters Training Fund have entered into an apprenticeship agreement to provide instruction. The Carpenter Joint Apprentice and Training Committee and/or Southwest Carpenters Training Fund will provide for the instructor's salary and benefits. The Administration is recommending approval of the list of apprenticeship instructors for fiscal year 2018/2019:

Bonilla, Alfredo	Orta, Michael	Singletary, Steve
Flanders, John	Sandoval, Victor	Stanley Jr., Eddie
Padilla, Leo	Silva, Aaron	

The Board of Trustees approved the list of apprenticeship instructors and the terms outlined above, and authorized the Administration to execute appropriate documents on behalf of the District.

**6. Approve Weapons Firing Range Agreement – East Los Angeles CHP**

Rio Hondo College attempts to maximize the utilization of its Firing Range facilities by renting to outside agencies. The purpose of this Agreement is to allow Rio Hondo College to receive ongoing revenue for use of the Range. Rate charged is \$400.00 per session (session is 8 hours) or \$300.00 per half session (half session is 4 hours). The term will begin March 14, 2019 and continue through June 30, 2020. Rates are subject to a 5% increase per year.

The Board of Trustees approved the agreement with the East Los Angeles CHP, for use of the Firing Range and authorized the Administration to execute appropriate documents on behalf of the District.

**7. Approve Modification No. 6 to Agreement No. 16-CO-11050100-007: USDA Forest Service, Angeles National Forest (U.S. Forest Service)**

On June 14, 2017 the Board of Trustees approved Modification 2, 3 and 4 to Agreement No. 16-CO-11050100-007 with USDA, Forest Service, Angeles National Forest (U.S. Forest Service) to provide Wildland Fire Training, which includes but not limited to, Wildland Fire Academies, Emergency Response Training and Incident Command Training available to Forest Service employees (item II.A.7).

On December 13, 2017 the Board of Trustees approved Modification No. 5 to increase funding from \$30,000.00 to \$55,672.00 (item II.A.18).

Modification No. 6 is issued as the adjusted contract amount described in Modification 5 did not happen due to the Government shutdown and change in class schedules. This Modification No. 6 will increase funding from \$40,000.00 in original financial plan (estimated) to \$44,007.00 (actual amount received from Rio Hondo College).

The Board of Trustees approved Modification Nos. 6 to Agreement No. 16-CO-11050100-007 and authorized the Administration to execute the appropriate documents on behalf of the District.

**8. Additional Cost for Rental of Portable Toilets for the AJ Annex Main Building Plumbing Upgrade – O.H. Casey**

On August 8, 2018, the board of trustees approved the agenda for the Rental of Portable Toilets for the AJ Annex Main Building Plumbing Upgrade Project (Item II.A.4) from O.H. Casey at cost not to exceed \$375.00 to be paid from Bond Funds.

Requirement for the use of the toilet was extended and additional amount of \$327.04 is requested with a total not to exceed amount of \$702.04 (\$375.00 + \$327.04) to be paid from Bond Funds.

The Board of Trustees approved the additional cost for the rental of portable toilets from O.H. Casey at a cost not to exceed \$702.04 to be paid from Bond Funds and authorized the Administration to execute the appropriate documents on behalf of the District.

**9. Approve Telemental Health Services Agreement: University of Southern California – School of Social Work TeleHealth Unit**

The Student Health & Psychological Services Department is requesting to have a Telemental Health Services Agreement (Agreement) with University of Southern California - School of Social Work TeleHealth Unit (USCTH).

USCTH is an online counseling and psychotherapy clinic that is operated under the auspices of the University of Southern California's School of Social Work, an accredited private institution of higher education that offers post-graduate and doctoral degrees in social work through the USC School of Social Work. USCTH is primarily staffed by graduate student interns pursuing a Masters of Social Work at the School ("MSWI"s) who, working under the supervision of Licensed Clinical Social Workers ("LCSW"s), provide traditional mental health services to clients in their homes or other private locations via a remote, video-conferencing platform.

Rio Hondo College desires to engage USCTH to provide online counseling and psychotherapy services to District students at no cost to the District.

The term begins March 14, 2019 and continues through June 30, 2020.

The Board of Trustees approved the Agreement with USCTH as presented above and authorized the Administration to execute the appropriate documents on behalf of the District.

**10. Approve Memorandum of Understanding (MOU): Crittenton Services for Children and Families (CSCF)**

The Student Health & Psychological Services Department is requesting to have a Memorandum of Understanding (MOU) with Crittenton Services for Children and Families (CSCF).

CSCF will have their therapist provide counseling to District students that have MediCal at no cost to the District.

Counseling will be done on District premises and CSCF will bill MediCal for their fees.

The term begins March 14, 2019 and continues through June 30, 2020.

The Board of Trustees approved the MOU with CSCF as presented above and authorized the Administration to execute the appropriate documents on behalf of the District.

**11. Approve 60 Month Lease of Konica C368 Printer/Copier/Scanner – Leaf Capital Funding LLC**

The EOP&S/CARE Department will require one (1) Konica C368 Printer/Copier/Scanner. Monthly Lease (\$130.00) and Maintenance (\$123.00) is payable at \$253.00 (plus applicable taxes) per month for 60 months.

Maintenance cost includes the following monthly allowances:

Black & White - 8,000 copies  
Colored - 1,000 copies



Overage cost per copy in excess of above monthly allowances are:

Black & White - \$0.085 per copy  
Colored - \$0.055 per copy

Total cost will be \$15,180.00 (plus applicable taxes) over the term of 60-month lease and will be paid from EOP&S/CARE Categorical Funds.

The Board of Trustees approved the 60-month lease of one (1) Konica C368 printer/copier/scanner copier through Leaf Capital Funding LLC as summarized above and authorized the Administration to execute the appropriate documents on behalf of the District.

**12. Approve Award of Contract: RFP No. 2070 Waste Disposal and Recycling Service – Athens Services**

This item was pulled for discussion and separate action.

**13. Acceptance of Grant: Support for L.A. County District 4 College Scholarship Program – California Community Foundation**

This item was pulled for discussion and separate action.

**14. 2018/2019 Budget Augmentation – Technology**

During fiscal year 2017/2018, the District went through the Technology request process to identify, prioritize and augment the following from District unrestricted General Fund.

<b>Department</b>	<b>Description</b>	<b>Cost</b>
Finance & Business Area Action Plan	Replace Network Infrastructure at SWEC as the equipment is no longer supported by the manufacturer.	\$30,000
Finance & Business Area Action Plan	Disaster Recovery Cloud-Based Network Infrastructure to provide redundancy and expansion of RHC's on premise network.	\$30,000
Finance & Business Area Action Plan	Rio Café AV Safety and Accessibility. IT to work with Facilities to move the AV system out of the Rio Café sprinkler room to a dry and safe location.	\$30,000
President's Office	Laptops with additional batteries for the emergency operations center.	\$5,000
Institutional Research	Implement new work order system to replace outdated Access database and improve assigning, tracking requests, capturing data, and send final product to users.	\$2,500
P2LS	Replace old printer with a multi-functional copier/printer/scanner.	\$1,500
<b>Total</b>		<b>\$99,000</b>

The Board of Trustees approved the additional Budget Augmentation in the amount of \$99,000.00 from the District Unrestricted General Fund as outlined above.

**15. 2018/2019 Budget Augmentation – Facilities/Scheduled Maintenance**

During fiscal year 2017/2018, the District went through the Instructional Equipment request process to identify, prioritize and augment the following from District Instructional Equipment Funds.

<b>Department</b>	<b>Description</b>	<b>Cost</b>
Arts and Cultural Programs	Install a dust collection system in the scenic lab to alleviate health and fire hazards.	\$18,000
Communications and Languages	Dimmers in classrooms: A-211, A-213, A-214, A-215, A-216, A-218 for allow for note-taking during presentations.	\$15,000
Library	22 additional electrical outlets in student study areas	\$5,000
Library	Increase/enhance lighting in book stacks.	\$17,000
Behavioral and Social Science	Remodel Adjunct Office Space A-200. Remove temporary wall, paint, carpet.	\$8,000
Communications and Languages	Remove old accordion type room divider between A-200 and A-202, install permanent wall.	\$5,000
Arts & Cultural Programs	Replace all lighting cables used in the Wray and Blackbox Theaters	\$12,500
Arts & Cultural Programs	Upgrade the lighting control console in the Wray Theater with industry standard ETC Ion XC controls	\$11,000
<b>Total</b>		<b>\$91,500</b>

The Board of Trustees approved the additional Budget Augmentation in the amount of \$91,500.00 from the District Unrestricted General Fund as outlined above.

**16. 2018/2019 Budget Augmentation – Instructional Equipment**

During the fiscal year 2017/2018, the District went through the planning process to identify instructional equipment in need of replacement or repair. The Planning and Fiscal Council reviewed and prioritized the instructional equipment requests. The following items in the amount of \$85,490, were recommended for Instructional Equipment Funding:

<b>Department</b>	<b>Description</b>	<b>Cost</b>
Arts & Cultural Programs	Provide continued maintenance to allow electrical kilns to properly function.	\$3,000
Behavioral & Social Science	Upgrade classroom technology in BSS classrooms (computers, A/V equipment, etc.).	\$20,000
Business	Purchase 15 laptops (Netbooks) to support the Volunteer Income Tax Assistance (VITA) program.	\$10,000
Communications & Languages	Upgrade classroom technology and equipment in LR119 and LR123.	\$8,500
Library	Replace computers and overhead projector in LR224.	\$5,000
Mathematics, Sciences, & Engineering	Electronic balances (used to determine mass of various substances in science labs) are failing and need replacing.	\$7,610
Mathematics, Sciences, & Engineering	Replacement of software for drawing chemical structures used in chemistry classes at all levels.	\$4,852

Mathematics, Sciences, & Engineering	Prepared slides of human tissue for Anatomy labs.	\$5,000
Mathematics, Sciences, & Engineering	Current data acquisition hardware is failing in Physics lab. Purchase 850 Universal Interface – UI-5000 by PASCO.	\$12,000
Mathematics, Sciences, & Engineering	Purchase new DigiMelt stations for students to obtain real-time melting temperature data. Current manual melt temp stations are discontinued.	\$9,528
<b>Total</b>		<b>\$85,490</b>

The Board of Trustees approved the additional Budget Augmentation in the amount of \$85,490 from the Instructional Equipment Fund as outlined above.

**17. Correction of Amount: Purchase of Fence Privacy Curtains: Leo’s Upholstery Supplies**

On February 20, 2019, the Board of Trustees approved Consent Agenda item II.A.21 for the purchase of fence privacy curtains. An error in the purchase amount was discovered.

The agenda was presented to show purchase amount of \$12,809.50.

The correct purchase amount is \$12,834.86.

The Board of Trustees approved the correction as described above and authorized the Administration to execute appropriate documents on behalf of the District.

**18. Resolution No. 031319 Declaration of Emergency on the Repair of Hot Water Leak Repair at Circle Drive and Student Services Building: Boomer Construction Services, Inc.**

Public Contract Code 20654 permits community college districts to dispense with competitive bidding in emergency situations under defined circumstances. If the emergency criteria are satisfied, the board may award a contract, or use day labor or force account (the District’s own forces), with the approval of the county superintendent of schools. The governing board must approve the emergency action by unanimous vote.

Resolution No. 031319 is submitted for immediate repair of the Hot Water Pipe at Circle Drive (across Parking Lot B) and Student Services Building. It needs to be done to permit continuance of student access to their classes and activities and avoid risk of injury to life and property.

A proposal was received from Boomer Construction Services, Inc. in the amount not to exceed \$93,846 and to be paid from Scheduled Maintenance Funds.

The Board of Trustees approved Resolution No. 031319, approved contract with Boomer Construction Services, Inc. in the amount not to exceed \$93,846 to be paid from Scheduled Maintenance Funds and authorized the Administration to execute the appropriate documents on behalf of the District.

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

This item was pulled for discussion and separate action.

**20. Disposal of Surplus Equipment No Longer Needed**

Below is surplus equipment from Facilities Department that is no longer needed:

1 Lot - Modular configurable stage with steps and carpet surface previously used for Commencement on the soccer field.

It is currently unsafe to use, broken beyond repair and currently stored in a dry container that is needed for relocation to the Fire Academy.

Education Code Section 81452 states that if the board, by a unanimous vote of those members present, finds that the property is of insufficient value to defray the costs of arranging a sale, the property may be disposed of in the local public dump on order of any employee of the District empowered for that purpose by the board.

The Board of Trustees determined that the above referenced property is surplus and of insufficient value to defray the cost of arranging a sale, or it may be disposed of in the local public dump on order of any employee of the District empowered for that purpose by the Board.

**21. Approve Memorandum of Understanding (MOU) between West Hills Community College District and Rio Hondo College: Zero Textbook Cost (ZTC) Degree Equity Champion**

Rio Hondo College (RHC) would like to have an MOU with West Hills Community College District (WHCCD); wherein RHC will identify a ZTC Degree Equity Champion to enhance student success and reduce equity gaps through the expansion of degree pathways where textbooks costs have been replaced with open educational resources (OER) and zero cost materials.

The ZTC Degree Equity Champion will be the link between student success committees and the ZTC degree program at RHC.

WHCCD will reimburse RHC \$2,000 for the creation and implementation of a Communications and Training Plan to promote the development and expansion of Zero-Textbook-Cost Degrees to enhance student success and reduce equity gaps.

Term is from March 14, 2019 through December 31, 2019.

The Board of Trustees approved the MOU with WHCCD as presented above and authorized the Administration to execute the appropriate documents on behalf of the District.

**22. Student Field Placement Agreement (Internship): Social Work Program – CSU Long Beach**

The EOP&S/CARE Department request to have an Agreement with CSU Long Beach; wherein Rio Hondo College will provide CSU Long Beach students practical experience outside of the traditional classroom setting and serve as a learning site offering facilities, resources and supervision.

The term will begin March 14, 2019 through March 13, 2020 with automatic annual renewals unless terminated with a 30-day notice.

The Board of Trustees approved the Student Field Placement Agreement with CSU Long Beach as summarized above and authorized the Administration to execute the appropriate documents on behalf of the District.

**23. Continuing Education**

a. Valeree P. Lee – To provide a class “The Art of Staying Employed in an Age of Change” – Staying employed means adopting and maintaining efficient and productive habits, with a dash of can do attitude. Learn how you can succeed. Learn which jobs are facing elimination and which are likely to be available. Find out what skills and training are needed to land and keep a job. Dates of service: March 14, 2019 – June 30, 2019. Payment will be split 60% to Rio Hondo College and 40% to the consultant.

b. Notary Public Seminars – To provide a class on how to become a Legal Document Assistant – work for a law firm or become an Alternative Legal Service Provider. Dates of service: March 14, 2019 – June 30, 2019. Payment will be split 60% to Rio Hondo College and 40% to the consultant.

The Board of Trustees approved the Consent Agenda item as presented above.

**24. Consultants**

a. Motor Vehicle Network – To provide a one-year renewal to advertise Rio Hondo College as the exclusive college in the Whittier DMV office. Broadcast two minutes’ exposure per hour Rio Hondo College’s four-year bachelor’s degree program. Dates of service: March 18, 2019 – March 17, 2020. Cost not to exceed \$7,140.00 from Baccalaureate Degree Pilot Program.

b. Motor Vehicle Network – To provide a one-year contract to advertise Rio Hondo College as the exclusive college in the West Covina DMV office. Broadcast two minutes’ exposure per hour Rio Hondo’s four-year bachelor’s degree program. Dates of service: March 18, 2019 – March 17, 2020. Cost not to exceed \$8,160.00 from Baccalaureate Degree Pilot Program.

- c. Michael Chang – To present a Motion Graphics Video Service to create 3 videos to highlight Rio Hondo College Business Division Computer Information Technology Department. Schedule of two payments, Payment #1 \$5,000.00 mid-way progress payment #2 \$13,900.00 for completion of videos. Dates of service: March 14, 2019 – May 23, 2019. Cost not to exceed \$18,900.00 from Perkins Grant (Computer Information Technology).
- d. Darci Kimball – To conduct a HASPI Workshop on April 12, 2019 for the middle and high school teachers. The topic will be contextualizing science curriculum to incorporate medical content into courses to provide career awareness, provide pathway specific content and meet California’s curriculum standards. Date of service: April 12, 2019. Cost not to exceed \$3,000.00 from DSN Health Sector Grant.
- e. The Nomads – To prepare a video production/create a documentary story of a Business Division Management successful graduate. Schedule of two (2) payments. Dates of service: March 14, 2019 – June 14, 2019. Cost not to exceed \$9,860.00 from Perkins Business Grant.
- f. OUTFRONT Media – To provide advertising as follows: One (1) Bulletin Board \$8,115.00 Dates of service: July 29, 2019 and one (1) Taillight Bus Display \$7,000.00 Dates of service: July 5, 2019 – August 25, 2019. Cost not to exceed \$20,123.00 from Perkins Business Management Grant.
- g. Siteimprove, Inc. – To present Software as a Service – Community College Package that includes: Quality Assurance and Accessibility up to 2,500 webpages; Policy; Search Engine Optimization; Response up to Three Check Points; PDF Checker up to 2,500 PDF’s. Dates of service: March 22, 2019 – March 21, 2020. Cost not to exceed \$6,300.00 from General Funds.
- h. Angyll Suarez – to facilitate an art mural for the TRIO Student Support Services Office. Dates of service: March 14, 2019 – June 30, 2019. Cost not to exceed \$250.00 from TRIO Student Support Services.
- i. Angelica O’Campo – to provide social media plan, content calendar and monitor social media accounts for the TRIO Student Support Services Office. Dates of service: March 14, 2019 – June 30, 2019. Cost not to exceed \$1500.00 from TRIO Student Support Services.

The Board of Trustees approved the Consent Agenda item as presented.

**B. PERSONNEL**

**1. Academic**

a. Special Assignments, Spring 2019

Each of the following instructors will receive a stipend, not to exceed \$300, paid out of the Title V grant, for their participation in the Avance Faculty Cohort (to teach either a First-Year Seminar (FYS) or enhanced Counseling 101 course). This assignment will include attending a one-day professional development workshop on ensuring effective academic rigor in the classroom in addition to collaborative cohort meetings on increasing student success.

O'BRIEN, Katie - EOPS

Each of the following instructors will be paid a stipend, not to exceed \$150, paid out of the Title V grant, for their participation in the Avance Faculty Cohort (to teach either a First-Year Seminar (FYS) or enhanced Counseling 101 course). This assignment will include attending a half-day professional development workshop on utilizing technology-infused active learning tools and collaborating on enhancing the student learning experience for the next Avance student cohort.

O'BRIEN, Katie - EOPS

The following instructors will be paid a stipend, not to exceed \$2000, paid out of the Basic Skills Pilot Partnership Grant, for attending AB705 Taskforce Meetings, further developing MSC Workshops, hold 3-hour initial training sessions for student facilitators, hold mid-semester and post-semester meetings, mentor instructor-specific facilitators and give feedback to student facilitators through workshop visitations.

HSIAO, Jupei – Math  
IRWIN, Erin – Math  
RYAN, Mutsuno – Math

The following instructor has been approved to receive a 10% overload stipend for Business/Computer Information Technology Recruitment.

LIU, Shin – Business

b. Hourly as Needed, 2018 – 2019

Library

CLARKE, Maggie

PALACIOS, Cynthia

c. Retirement

HALVORSON, Gary, Full-time Instructor, Career and Technical Education, effective May 24, 2019.

d. Order of Employment

Per Education Code 87413, et. seq., attached is the updated Order of Employment list. Full time faculty members employed during mid-semester of Fall 2018 and Spring 2019 have been added.

**2. Classified**

a. Employment, 2018

Substitutes, 2018 – 2019

GUILLEN, Javier (ML), Locksmith, Facilities Services, effective February 19, 2019

b. Resignation

PONCE, Vanneza, Warehouse Storekeeper, 45%, 12 months, Contract Management and Vending Services. Her last day of employment was February 22, 2019.

c. Retirement

HENLEY, Michael, Range Master, 100%, 12 months, Public Safety. His last day of employment will be June 30, 2019, with his first day of retirement being July 1, 2019.

REYES-LUERA, Gloria, Secretary, 100%, 12 months, El Monte Educational Center. Her last day of employment will be April 30, 2019, with her first day of retirement being May 1, 2019.

d. Unpaid Leave

LODICO, KJ, Senior Secretary, Library, has requested an unpaid leave of absence from April 22, 2019 – May 22, 2019.

**3. Unrepresented, (AP 7130), 2018-19**

a. Employment, 2018–2019

Arts and Cultural Programs



Accompanist  
LEUNG, Sin Yi

Communications and Languages

Tutor II  
ROSAS, Maria

Student Success and Retention

Tutor II  
SANCHEZ-BELTRAN, Maria

Students, 2018 – 2019

AGUIRRE, Mindy, Arts and Cultural Programs  
ALMANZA GONZALEZ, Christina, Student Life and Leadership  
ANAAND, Jashandeep, Math, Sciences and Engineering  
BARROSO, Bryan, PASS/Student Services  
CABRAL, Reyes, Math, Sciences and Engineering  
CHANVONGNARAZ, Alanya, Math, Sciences and Engineering  
CLARK, Daniel, Assessment Center  
DOMINGUEZ, Emil, Math, Sciences and Engineering  
FRANCO, Vincent, Communications and Languages  
GARCIA, Keyla, DSPS  
GONZALEZ, Luz, Career and Technical Education  
GUTIERREZ, Matthew, Business  
HUNT, Mikayla, Business  
LOMELI, Lindsey, Outreach  
LOPEZ, Matthew, Communications and Languages  
MARTINEZ, Jorge, PASS/Student Services  
RODRIGUEZ, Marissa, Financial Aid  
SILVA, Alexys, Child Development Center  
THORNHILL, Bryan, Contract Management and Vending  
TRAN, Mary, Contract Management and Vending

b. Volunteers, 2018 – 2019

SUAREZ, Maria, Kinesiology, Dance and Athletics  
VASQUEZ LOPEZ, Agustin

**C. ACADEMIC SERVICES**

**1. Curriculum Items**

The following items have been processed according to college policy for the development of curricula, which includes review and approval, by the District Curriculum Committee:

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:

**ART 143: Ceramic Handbuilding II**

(Arts, Performing and Visual)  
Degree Applicable; (3.0 Units)

**Justification:** This class will be submitted for articulation at the four year institutions (CSU, UC, USC) and will be used for a upcoming certificate of achievement in ceramic arts.

**ART 144: Handbuilding III**

(Arts, Performing and Visual)  
Degree Applicable; (3.0 Units)

**Justification:** This course will give Rio Hondo students the necessary ceramic skills to transfer to UC's and Cal State's. As the capstone handbuilding class, students achieve advanced technical and conceptual abilities in ceramics (i.e. scale, mold making, printing ceramic transfers).

This course is intended to fulfill a requirement for the Art AA and the Art/Studio Arts AA-T at RHC. It is also intended to be a part of a Ceramic Arts certificate that has yet to be developed.

**ASL 211: Beginning Interpreting + Ethics 1**

(Communications and Languages)  
Degree Applicable; (3.0 Units)

**Justification:** This course is part of a degree program being developed in foundations of interpreting. This course is a required course for students to transfer to CSU Long Beach into their interpreting program. This is the first of 2 levels needed.

**ASL 212: Beginning Interpreting + Ethics 2**

(Communications and Languages)  
Degree Applicable; (3.0 Units)

**Justification:** This course is part of a degree program being developed in foundations of interpreting. This course is a required course for students to transfer to CSU Long Beach into their interpreting program. This is the first of 2 levels needed.

**ASL 220: Pathways to Interpreting Careers**

(Communications and Languages)  
Degree Applicable; (2.0 Units)

**Justification:** This is a capstone course in the Foundations of Interpreting degree being developed. This is a highly desired topic for interpreters both new and experienced. To the best of my knowledge this will be a unique course at Rio Hondo. This course may be taken by working interpreters as well as new practitioners. With this course, students will be able to

immediately put their knowledge to work in the field to improve their income potential.

**ASL 250: ASL Linguistics**

(Communications and Languages)

Degree Applicable; (3.0 Units)

**Justification:** Since the earliest data available for ASL offered as a college course in 1990, the Modern Language Association has found ASL to be the only language to show continual growth in enrollment every year. ASL has surpassed enrollment numbers for every other 2-year college language programs with the exception of Spanish. The US department of labor predicts an increased need for interpreters over the next 10 years by as much as 46%. With as many as 33 million ASL users in the United States, the need for ASL fluency is a much needed and marketable skill. Many 4 year colleges across the country including several CSU schools offer degrees in Deaf studies or interpreting. This course will allow students to compete those program requirements at Rio Hondo before transferring to the 4-year institution. This course is needed to develop a degree in Deaf studies. The students will have two years to receive as close to 1,000 hours of instruction in American Sign Language to be able to demonstrate a beginning level mastery of the language. This is a highly sought after course in ASL and is not offered at many colleges with qualified instructors. This is a required course for those wishing to pursue a certification in teaching ASL through the American Sign Language Teaching Association.

**ASL 270: ASL Linguistics**

(Communications and Languages)

Degree Applicable; (3.0 Units)

**Justification:** This course is needed to develop a degree in Deaf studies. The students will have two years to receive as close to 1,000 hours of instruction in American Sign Language to be able to demonstrate a beginning level mastery of the language. This is a required course for those wishing to pursue a certification in teaching ASL through the American Sign Language Teaching Association.

**ASL 280: ASL Storytelling**

(Communications and Languages)

Degree Applicable; (2.0 Units)

**Justification:** This course is designed to be the capstone and final course in the Deaf Studies degree being developed. This course is anticipated to be a popular course for current Rio Hondo students as well as students from other colleges. Only a handful of universities and colleges offer a course similar to this around the world. Students completing this course are likely to be hired as teaching assistants in local school districts.

**ENGL 010S: English Composition Support**

(Communications and Languages)

Degree Applicable; (1.0 Units)

**Justification:** This course supports students placed in English 101 who are likely to benefit from additional instructional time.

**ENGL 010SP: English Composition Support Plus**

(Communications and Languages)

Degree Applicable; (2.0 Units)

**Justification:** This course supports students placed in English 101 who are very likely to benefit from additional instructional time.

**ENGL 020: College Writing Skills**

(Communications and Languages)

Degree Applicable; (.50 Units)

**Justification:** As a result of AB 705, this course intends to ensure students entering Rio Hondo College have the opportunity to be more prepared for writing in their classes. This addresses various equity and education gaps which may have occurred at previous learning institutions and is intended to help guide students effectively and efficiently through writing at the college level and to facilitate the likelihood of greater success in their writing classes. This ensures that students understand what is expected of them, in terms of writing, at Rio Hondo College.

b. Unit/Hour Change

The following courses have been recommended for a unit/hour change to reflect an increase/decrease in course content.

**ART 101: Introduction to Studio Arts**

**Hour Change: From:** 27 Lecture/81 Lab/108 Total Hours

**To:** 36 Lecture/72 Lab/108 Total Hours

**ART 121: Three Dimensional Design**

**Hour Change: From:** 54 Lecture/54 Lab/108 Total Hours

**To:** 36 Lecture/72 Lab/108 Total Hours

**MUS 116: Diverse Instruments**

**Hour Change: From:** 13.50 Lecture/13.50 Lab

**To:** 54 Lab Hours

**PAC 043: Advanced Officers Course**

**Unit Change: From:** .074 to 1.48

**To:** .148 to 2.962

**PAC 4314: Field Training Officer Course**

**Unit Change: From:** .074 to 1.48

**To:** .148 to 2.962

**PAC 4342: Weapons, Semi-Automatic Handguns**

**Unit Change: From:** .074 to 1.48

**To:** .148 to 2.962

**PAC 4376: PC 832 Arrest**  
**Unit Change: From: .074 to 1.48**  
**To: .148 to 2.962**

**PAC 4377: PC 832 Firearms**  
**Unit Change: From: .074 to 1.48**  
**To: .148 to 2.962**

**PAC 4378: PC 832 Communications and Arrest Methods**  
**Unit Change: From: .074 to 1.48**  
**To: .148 to 2.962**

**PAC 43049: First Aid/CPR**  
**Unit Change: From: .074 to 1.48**  
**To: .148 to 2.962**

c. New Program

**Certificate of Achievement – Basic Police Academy**  
(37 Units)

**Certificate of Achievement – Police Academy Module I**  
(21.5 Units)

d. Program Change

The following programs have been recommended for inclusion in our offerings and catalog with the following changes:

**Certificate of Achievement – Drug Studies**  
**Unit Change: From: 36 to 37 To: 36 to 38**

**A.S. Degree – Drug Studies**  
**Unit Change: From: 36 to 37 To: 36 to 38**

**12. Approve Award of Contract: RFP No. 2070 Waste Disposal and Recycling Service – Athens Services**

**This consent item was pulled for discussion and separate action.**

Mr. Valladares requested that this item be tabled because there was no supporting documentation on the three RFP's received by the District. This was requested via the Board President. Ms. Lomeli seconded.

Ms. Santana moved for the purposes of discussion.

Mr. Mendez reported that students have recently inquired about recycling and how that can benefit student clubs.

Mr. Mangoba reported that students would like the opportunity for student clubs to profit on recycling and have been having discussions at the Inter Club Council meetings. They are discussing this issue again on March 19, 2019.

Ms. García reported that Athens was considered by the District to collect, ship and sort recyclables. All refuse companies have to follow state and local mandates for trash collection. In the past, the District has tried to partner with student clubs along with the California Conservation Corps and profits would be shared. This type of program would have to be negotiated with the refuse companies.

Ms. Santana requested clarification on why this request has to be table because of lack of supporting documentation? For many boards this topic is extremely controversial. It's unusual to go out for an RFP at this point of an election cycle and she would like to have the discussion now and get in front of it.

Mr. Mendez clarified that the Rio Café vendor's contract was extended for three years. He recently had a meeting with the Superintendent, Mr. Mangoba and two of the ASRHC senators to discuss recycling on campus. This is an attempt to clarify questions before the vote. There are three issues;

- Some Trustees would like to see back up documentation.
- Is the vendor a union shop?
- What can the District do to complement recycling efforts?

Ms. Lomeli reported that she would like to see the back-up documentation and inquired if any of the vendors are union?

President Dreyfuss reported that the District did not specify a union requirement in the RFP.

Ms. García reported that the role of the Board is not to review contracts. The administration recommends and the Board should keep within its parameters regarding proposals.

Ms. Santana stated that different contracts have different incentives, while she does not disagree, it has not been this Board's practice to get involved in contracts. We as a Board should set up protocols so that the Board and Administration are clear. She directed her question to the Superintendent to ask where we are in the life cycle of this contract?

President Dreyfuss reported that the current vendor Athens is on a month to month contract. The previous vendor Commercial Waste Services signed a five-year agreement. The agreement was not fulfilled because of the vendor's non-performance. Athen's is currently filling in.

Ms. Felicia Johnson reported that Commercial Waste Services was the previous vendor. We had issues with the quality of service. She met several times with the vendor since coming on board in September 2018. In December 2018, Commercial Waste Service ceased picking up refuse. It became a health and safety matter and Athen's responded.

Ms. Santana asked if the terms were stated regarding termination with this vendor?

President Dreyfuss reported that Commercial Waster was not on an extension, nor was it at the end of their contract. Commercial Waste was not performing services.

Ms. García, stated that there is no contract. We have an interim vendor filling in. It is a health and safety matter. She believes that policy states that the Superintendent has the authority to address emergency situations when they arise.

Mr. Valladares asked if the previous Board was notified of the non-performance?

Ms. Santana inquired as to the length of time the District can be on an emergency basis for trash collection?

Mr. Richard Padilla, Legal Counsel responded that as long as the emergency exists, but the District should be working on a plan of action as well. He suggested that the Board reject the proposal that is before them tonight so it can be defeated. The item can be brought back with the proper elements that the Board is requesting.

On December 14, 2018, RFP No. 2070 - Waste Disposal and Recycling Services was sent to seven (7) firms.

On February 8, 2019, three (3) proposals were received as follows:

1. Athens Services, City of Industry, CA (\$173,724.00)
2. American Reclamation, Los Angeles, CA (\$185,650.32)
3. Republic Services, Long Beach, CA (\$226,500.00)

Note: Bidder's submitted cost per weight for green waste included.

Based on the responses received, staff recommends award of contract to Athens Services with a not to exceed amount of \$173,724.00 to be paid from General Funds.

Term is from March 14, 2019 through March 13, 2022 with two (2) annual renewal options.

56.

On the motion of Mr. Valladares, seconded by Ms. Lomeli, the Board voted unanimously by the five members present [García, Lomeli, Mendez, Santana, Valladares] **rejecting the award of contract:** RFP No. 2070 Waste Disposal and Recycling Service – Athens Services. The Student Trustee advisory vote was aye.

**13. Acceptance of Grant: Support for L.A. County District 4 College Scholarship Program – California Community Foundation**

**This consent item was pulled for discussion and separate action.**

The California Community Foundation has awarded Rio Hondo College a grant in the amount of \$235,000.00 to support the L.A. County District 4 College Scholarship Program.

The aim of the program is to expand postsecondary access to students from California, Pioneer, and Whittier High Schools with educational support services and scholarships spanning Academic Year 2019-2020 through Academic Year 2021-2022.

Students from those select high schools who complete all the requirements for the Rio Promise Early Decision Program will be invited to apply to a cohort program for a scholarship ranging between \$500-\$1,000 per year for a total of two years.

Grant Period is from March 1, 2019 through June 30, 2021.

57.

On the motion of Ms. Santana, seconded by Mr. Valladares, the Board voted unanimously by the five members present [García, Lomeli, Mendez, Santana, Valladares] accepting the grant funding as described above and authorized the Administration to execute appropriate documents on behalf of the District. The Student Trustee advisory vote was aye. The Board requested that the Board President send a letter of appreciation and thanks to Supervisor Hahn for her support of the Scholarship Program.

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

**This consent item was pulled for discussion and separate action.**

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 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

On August 13, 2014, the Board of Trustees approved 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

On January 11, 2017, the Board of Trustees approved the contract modification #5 to adjust the contract values, in the amount of \$872,432 for the following projects:

- L Tower Ph.1 Seismic Retro Project
- Pico Rivera Educational Center Project



On May 10, 2017, the Board of Trustees approved the contract modification #6 to adjust the contract values, in the amount of \$63,983.78 for the following projects:

- Nursing Facilities Interim Housing Project
- Campus Inn Refresh Project
- Campus Inn Open Space Refresh Repainting Project
- Campus Inn Open Space Refresh Waxing & Window Cleaning

This Contract Modification #7 is for Program and Construction Management services fee for new projects and the time extension of the L Tower Seismic Upgrade Project.

The Contract Fee Modification #7 is for the following projects:

	<u>Project Value</u>	<u>PM/CM Fee</u>
KDA Wall Repair	\$49,000	\$3,597
AJ Annex Beam Replacement	\$792,600	\$58,185
Prop 39 HVAC Modernization	\$1,715,675	\$125,948
AJ Annex Flooring, Toilet Partitions & Furniture	\$81,541	\$5,986
Painting of AJ Annex Admin. Bldg.	\$36,950	\$2,713
Asphalt Paving at the AJ Annex Parking Lots	\$162,872	\$11,956
L Tower Seismic Upgrade Phase 1- A	\$20,296,681*	\$1,450,000
L Tower Phase 2 Est.	\$7,500,000	\$550,575
Music & Wray Theatre Building Est.	\$24,000,000	\$1,761,840
<b>Total</b>		<b>\$3,970,800</b>

\* Based on bid balance amount under pay application 20.

Modification #7 is in the amount of \$3,970,800 paid from Bond/State Funds.

The revised total for the contract, including Modification #7 will not exceed \$8,051,402.

The Board of Trustees approve the Contract Modification #7 for Program and Construction Management Fees in the amount of \$3,970,800 to Del Terra Group for a new total contract amount not to exceed \$8,051,402 paid from Bond/State Funds and authorize the Administration to execute appropriate documents on behalf of the District.

58. On the motion of Ms. Santana, seconded by Ms. García, the Board voted by the five members present [García-No, Lomeli, Mendez, Santana, Valladares] and the Board of Trustees approved the Contract Modification #7 for Program and Construction Management Fees in the amount of \$3,970,800 to Del Terra Group for a new total contract amount not to exceed \$8,051,402 paid from Bond/State Funds and authorized the Administration to execute appropriate documents on behalf of the District. The Student Trustee advisory vote was aye. Motion adopts.

### III. ACTION ITEMS

#### A. PRESIDENT'S OFFICE

##### 1. Revision of Board Policy 4030 – Academic Freedom (First Reading)

The following Board Policy has been revised and gone through the Standard review process which includes the Administrative Council, President's Council, and Planning Fiscal Council.

BP 4030      Academic Freedom

59. On the motion of Ms. Santana, seconded by Ms. Lomeli, the Board voted unanimously by the five members present [García, Lomeli, Mendez, Santana, Valladares] and the Board of Trustees **rejected the revision** of Board Policy 4030 for first reading. The Board requested that Planning and Fiscal Council review and revise the language in Section I. and cite who is proposing the language. The Student Trustee advisory vote was aye.

##### 2. Approval of Resolution in Support of NALEO's Opposition to the Citizenship Question on the 2020 Census

WHEREAS on March 26, 2018 Commerce Secretary Wilbur Ross agreed to a Department of Justice request, and added a citizenship question to the 2020 Census questionnaire at the last minute, citing the need for better voting rights enforcement; and

WHEREAS, on March 29, 2018 the Census Bureau submitted the Census 2020 questionnaire to Congress, including a question on the citizenship status of residents; and

WHEREAS, the Commerce Secretary's decision is unjustified, insofar as data from the American Community Survey, and the census "long" form before that, are sufficiently robust for civil rights and Voting Rights Act enforcement; and

WHEREAS, the decennial census has not included a citizenship question since 1950, prior to the enactment of the Voting Rights Act in 1965; and

WHEREAS, a citizenship question has not been tested by the Census Bureau in modern times, in a form sent to 100% of population, and the Bureau's 2018 End-to-End test questionnaire does not include the question; and

WHEREAS, Census Bureau representatives have already reported widespread and unprecedented fear among respondents to other surveys, with respondents being reluctant to participate fully and provide accurate information; and

WHEREAS, if residents do not initially respond to the Census questionnaire, the Bureau will follow-up by sending enumerators to their homes, and costs will increase exponentially; and

WHEREAS, the Census Bureau expects that every one percent decrease in the self-response rate that it has budgeted will increase the cost of the census by \$55 million – a \$10 million increase from its original projected cost of \$45 million; and

WHEREAS, the adoption of the citizenship question in Census 2020 would lead to inaccurate data about Latinx residents and all residents of the Rio Hondo Community College District, adversely affecting the prosperity and well-being of the District's community; and

NOW, THEREFORE, the Board of Trustees of the Rio Hondo Community College District hereby resolves as follows:

That the Board of Trustees express its strong opposition to the addition of a citizenship question to Census 2020; and

That the Board of Trustees direct the Superintendent/President to express this opposition by sending this resolution to U.S. Secretary of Commerce Wilbur Ross, its U.S. Senators, and its U.S. Representative; and

That the Board of Trustees calls on these Members of Congress to contact the leadership of the Senate Committee on Homeland Security and Governmental Affairs and the House Committee on Oversight and Government Reform, and urge them to oppose the addition of the citizenship question and conduct oversight hearings examining Secretary Ross' decision.

ADOPTED this 13th day of March, 2019.

60. On the motion of Mr. Valladares, seconded by Ms. Laureano, the Board voted unanimously by the five members present [García, Lomeli, Mendez, Santana, Valladares] and the Board of Trustees adopted the above resolution in Support of NALEO's Opposition to the Citizenship Question on the 2020 Census. The Board also requested that the resolution be sent to the District's local, state and federal legislators. The Student Trustee advisory vote was aye.

3. **Approval Resolution in Support of an Accurate 2020 Census Local Outreach, Assistance and Promotion**

WHEREAS, Rio Hondo College recognizes the importance of an accurate 2020 Census count to ensure fair and proportional representation of all residents who reside in the Los Angeles County region; and

WHEREAS, Rio Hondo College understands that an accurate 2020 Census count is even more critical given that undocumented immigrants, homeless individuals, and other disadvantaged communities were undercounted in 2010, which led to an inaccurate count of California residents in 2010; and

WHEREAS, Rio Hondo College has already begun to participate in a Census 2020 Higher Education Subcommittee, which consists of higher education institutions from all portions of Los Angeles County; and

WHEREAS, Rio Hondo College commits to working with government entities including cities, school districts, community based organizations, and other stakeholders who are dedicated to completing an accurate count; and

WHEREAS, Rio Hondo College values the promotion of Census 2020 activities among all campus departments, offices, and divisions that work closely with our students on a daily basis; and

WHEREAS, Rio Hondo College is open to collaborating with local K-12 districts to assist with raising awareness of Census 2020 activities throughout the Rio Hondo College Community District; and

WHEREAS, Rio Hondo College is willing to support a countywide or regional plan that involves community colleges in a collective effort to raise awareness of the Census 2020 process.

NOW THEREFORE, the Board of Trustees of the Rio Hondo Community College District hereby resolves as follows:

That the Board of Trustees advises the Superintendent/President to explore the possibility of working with faculty to include Census 2020 information in classroom discussions and in the ~~curricula~~; and

That the Board of Trustees will continue to attend professional development activities, briefings, or meetings that are intended to promote, support, and maximize the success of Census 2020 activities; and

That the Board of Trustees direct the Superintendent/President to distribute this resolution to federal legislators and the Regional Census 2020 Committee

ADOPTED this 13<sup>th</sup> day of March, 2019.

- 61.** On the motion of Mr. Valladares, seconded by Ms. Santana, the Board voted unanimously by the five members present [García, Lomeli, Mendez, Santana, Valladares] to amend the language in the resolution as referenced below in red and strike out the word ~~curricula~~ from the resolution. The Student Trustee advisory vote was aye.

That the Board of Trustees advises the Superintendent/President to explore the possibility in **collegial consultation** with faculty to include Census 2020 information in classroom discussions **and/or public forums**; and

- 62.** On the revised motion of Mr. Valladares, seconded by Ms. Santana, the Board voted unanimously by the five members present [García, Lomeli, Mendez, Santana, Valladares] to adopt the amended resolution above in Support of an Accurate 2020 Census Local Outreach, Assistance and Promotion. The Board also requested that the resolution be sent to the District's local, state and federal legislators. The Student Trustee advisory vote was aye.

**4. Revision of Board Policy 2431 – Superintendent/President Selection (Second Reading & Final Adoption)**

It was moved by Ms. Santana, seconded by Ms. Lomeli for the purposes of discussion.

It was moved by Ms. Santana, seconded by Ms. Lomeli to entertain the motion to table this item.

The Co-Chair of PFC reported that Planning and Fiscal Council was currently working on the reviewing the policy at this time.

63. On the revised motion of Ms. Santana, seconded by Ms. Lomeli, the Board voted unanimously by the five members present [García, Lomeli, Mendez, Santana, Valladares] to table this item for further study. The Student Trustee advisory vote was aye.

Mr. Valladares and Ms. García requested that a study session be scheduled to in the near future to review process with legal counsel, Presidential Search consultants, past college history and how that impacts accreditation and BP2431 - Superintendent/President Selection.

**5. Revision of Board Policy 2715 – Code of Ethics/Standards of Practice (Second Reading & Final Adoption)**

The Co-Chair of PFC reported that Planning and Fiscal Council was currently working on the reviewing the policy at this time.

64. On the motion of Ms. García, seconded by Ms. Santana, the Board voted unanimously by the five members present [García, Lomeli, Mendez, Santana, Valladares] to table this item for further study. The Student Trustee advisory vote was aye.

**6. Revision of Board Policy 6740 – Citizen’s Oversight Committee (Second Reading & Final Adoption)**

The Co-Chair of PFC reported that Planning and Fiscal Council was currently working on the reviewing the policy at this time.

65. On the motion of Ms. Santana, seconded by Ms. Laureano, the Board voted unanimously by the five members present [García, Lomeli, Mendez, Santana, Valladares] to table this item for further study. The Student Trustee advisory vote was aye.

**B. FINANCE AND BUSINESS**

**1. Resolution Authorizing the Issuance and Sale of General Obligation Refunding Bonds, 2004 Election, 2019 Series B**

Representatives from CFW Advisory Services, LLC as Financial Advisor and the law firm of Norton Rose Fulbright US LLP, Los Angeles, as Bond Counsel and Disclosure Counsel will give a presentation to the Board. The attached resolution authorizes the issuance of not-to-exceed \$80,000,000 aggregate principal amount of Rio Hondo Community College District General Obligation Refunding Bonds, 2004 Election, 2019 Series B (refunding the District’s 2005 Series A Refunding

Bonds and 2009 Series B Bonds) and approving certain other matters relating to said Bonds.

The bonds will be issued on a parity with all other general obligation bonds of the District and will be issued in denominations of \$5,000. The refunding will generate savings to local taxpayers by reducing the interest rate to repay the bond debt.

66.

On the motion of Ms. Santana, seconded by Ms. Laureano, the Board voted unanimously by the five members present [García, Lomeli, Mendez, Santana, Valladares] and the Board of Trustees approved and executed the resolution authorizing the issuance of not-to-exceed \$80,000,000 of Rio Hondo Community College District General Obligation Refunding Bonds, 2004 Election, 2019 Series B and approved certain other matters relating to said bonds. The Student Trustee advisory vote was aye.

## **2. Expert Services Related to Refunding of General Obligation Bonds**

In March 2004, voters in the Rio Hondo Community College District (the "District") authorized the District to issue and sell up to approximately \$245.6 million in general obligation bonds for capital improvement projects. The District subsequently issued \$58 million of general obligation bonds in 2004, approximately \$64.9 million in 2009, and approximately \$60 million in 2010. In addition, in 2005 the District refinanced a portion of the 2004 bonds to generate taxpayer savings. Currently it is economically feasible to refinance (refund) the 2005 Bonds and the 2009 Bonds, providing a reduction of payments for property owners in the District.

A team of professional services is necessary to implement the refunding process. The administration is recommending the following consultants to implement the Bond refunding.

- a. BOND COUNSEL AND DISCLOSURE COUNSEL - Bond Counsel and Disclosure Counsel legal services to be provided by Norton Rose Fulbright US LLP in the amount of \$80,000.

Services include:

- To conduct tax due diligence with regard to Rio Hondo's Prior Bonds and work closely with the Underwriters in order to ensure that the requirements of the Internal Revenue Code applicable to refunding issues are met.
- To work with District staff, the Financial Advisor, Underwriters and the Paying Agent for Rio Hondo's earlier issues, who will act as Escrow Agent in this matter.
- To prepare the Offering Documents of the District (Preliminary Official Statement and final Official Statement) used by the Underwriters to market the Refunding Bonds to prospective investors.
- To prepare a Continuing Disclosure Agreement/Undertaking, in accordance with Securities Laws.
- To prepare the Escrow Agreement(s) and pertinent notices to be given to the owners of the Prior Bonds and the Resolution for the District Board to adopt, under which the Refunding Bonds are issued.

- To draft and/or comment on the Bond Purchase Agreement prepared by counsel to the Underwriters and to answer questions and assist the District generally in its application for ratings and bond insurance.
  - To deliver opinions, including the final approving (tax) opinion, a supplemental opinion rendered to the Underwriters and defeasance opinions regarding each series of Prior Bonds.
  - Following pricing and sale of the Refunding Bonds, to coordinate a closing in Los Angeles, deliver requisite opinions and prepare permanent transcripts of the proceedings.
- b. FINANCIAL ADVISOR – Financial advisory services to be provided by CFW Advisory Services, LLC which is one of the top financial advisory firms for K-14 school districts in the state of California. Financial Services will be charged as a flat fee of \$60,000.

Services include the following, as required:

- Research and analyze the current market for municipal securities and work with the Finance Team to establish a structure for the issue, review the need for credit enhancement and ratings, and establish a timeline for the sale of the bonds.
  - Prepare rating agency presentation or information packet; assist District staff in preparing for the meeting or conference call with rating analysts if required; schedule and participate in the presentation to analysts, if necessary, and provide follow up responses to the rating agency as required.
  - Work with the financing team to seek credit enhancement, if required.
  - Review of financial aspects of legal documents to confirm that they match proposed financing plan.
  - Work with the financing team to prepare a revenue line to support the amount of municipal securities to be sold, review pre-pricing interest rates and terms provided by the Underwriter.
  - Participate in the final pricing and sale of securities to the Underwriters, provide a review of the proposed interest rates, and coordinate execution of purchase contract.
  - Prepare a wrap up presentation summarizing the bond sale and attend a board meeting to present the same, if requested by the District as needed.
- c. UNDERWRITING SERVICES – To be provided by Cabrera Capital Markets, LLC as Sr. Underwriters, Samuel A. Ramirez & Co., Inc., and RBC Capital Markets, LLC, as Co-Underwriters. Combined cost of services by these three Underwriters shall not exceed 0.4% of total Bond refunding.

Services include:

- To work with the District's financial advisor to develop and maintain an appropriate refunding timetable.
- To assist the District with the rating agencies/bond insurance companies.
- As requested, to attend meetings of the District and other relevant public meetings.

- To develop and present to the District for its approval a preliminary pricing scale for the bonds.
- Upon approval, establish an order period and release the bonds for offering to the market.
- To price and underwrite the District's Bonds on a firm commitment basis.
- To commit capital on behalf of the District to ensure a successful and orderly distribution and sale of securities or to place into inventory any unsold balance of bonds.
- To coordinate the final distribution and allocation of securities.
- To prepare a final pricing report including an analysis of the interest rate obtained compared to other comparable financings in the market at that time.
- To prepare a sales summary including composition of institutional and retail sales participation.
- To assist with the preparation and review of all closing documentation with Bond Counsel.
- To assist with the Bond closing, including preparation of closing instructions and flow of funds.

67. On the motion of Ms. Lomeli, seconded by Ms. Laureano, the Board voted unanimously by the five members present [García, Lomeli, Mendez, Santana, Valladares] and the Board of Trustees approved the agreements with a) Norton Rose Fulbright US LLP as Bond Counsel and Disclosure Counsel, b) CFW Advisory Services, LLC as Financial Advisor, c) Cabrera Capital Markets, LLC as Sr. Underwriters, Samuel A. Ramirez & Co., Inc., and RBC Capital Markets, LLC, as Co-Underwriters in the refunding of the District's General Obligation Bonds.

#### IV. INFORMATION ITEMS

1. Board Calendar of Events 2019
2. Building Program
  - Building Program Update
  - Bond Expenditure Report - *ADDENDUM*
  - Facilities Maintenance Update

#### V. STAFF AND BOARD COMMENTS

- Board Development Reporting

#### VI. CLOSED SESSION

After reading the items listed under closed session, Mr. Mendez recessed the meeting to Closed Session at 10:28PM. The meeting was reconvened at 11:05PM and the following action as reported;

*Pursuant to Section 54956.9*

- Existing Litigation (1 Case)

No action taken on this item.



*Pursuant to Section 54957*

- **PUBLIC EMPLOYEE EMPLOYMENT**
  - **Full-Time Drafting Instructor, Tenure Track**

68. On the motion of Ms. Santana, seconded by Ms. Lomeli, the Board voted unanimously by the five members present [García, Lomeli, Mendez, Santana, Valladares] and the Board of Trustees accepted the Superintendent/President's recommendation to employ Jose Millan as a Full-Time Drafting Instructor, Tenure Track.

- **PUBLIC EMPLOYEE DISCIPLINE / DISMISSAL / RELEASE**
  - **Counselors, Non-Tenure Track (4)**

69. On the motion of Mr. Mendez, seconded by Ms. Santana, the Board voted unanimously by the five members present [García, Lomeli, Mendez, Santana, Valladares] and the Board of Trustees approved not to reemploy, in the ensuing 2019-2020 academic year, employee # QU0730831 a categorically funded academic employee, serving as a non-contract faculty, and that the Board gives notice, as required by Education Code Section 87610, that services will not be required for the ensuing year, 2019-2020.

70. On the motion of Ms. García, seconded by Ms. Lomeli, the Board voted unanimously by the five members present [García, Lomeli, Mendez, Santana, Valladares] and the Board of Trustees approved not to reemploy, in the ensuing 2019-2020 academic year, employee #AZ6415458 a categorically funded academic employee, serving as a non-contract faculty, and that the Board gives notice, as required by Education Code Section 87610, that services will not be required for the ensuing year, 2019-2020.

71. On the motion of Ms. Santana, seconded by Mr. Mendez, the Board voted unanimously by the five members present [García, Lomeli, Mendez, Santana, Valladares] and the Board of Trustees approved not to reemploy, in the ensuing 2019-2020 academic year, employee #GY1339628 a categorically funded academic employee, serving as a non-contract faculty, and that the Board gives notice, as required by Education Code Section 87610, that services will not be required for the ensuing year, 2019-2020.

72. On the motion of Ms. García, seconded by Ms. Santana, the Board voted unanimously by the five members present [García, Lomeli, Mendez, Santana, Valladares] and the Board of Trustees approved not to reemploy, in the ensuing 2019-2020 academic year, employee #DZ5453065 a categorically funded academic employee, serving as a non-contract faculty, and that the Board gives notice, as required by Education Code Section 87610, that services will not be required for the ensuing year, 2019-2020.

*Pursuant to Section 54957.6:*

- **CONFERENCE WITH LABOR NEGOTIATOR**

Agency Negotiator: Teresa Dreyfuss

Employee Organization: CSEA, RHCFA

No action taken on this item.

**VII. ADJOURNMENT**

**73.** On the motion of Mr. Valladares, seconded by Ms. Santana, the Board voted unanimously by the five members present [Garcia, Lomeli, Mendez, Santana, and Valladares] to adjourn the meeting at 11:10PM.

- **The next regularly scheduled Board Meeting is Wednesday, April 10, 2019, 6:00PM.**



**ORDER OF EMPLOYMENT LIST  
FULL TIME FACULTY**

SENIORITY NUMBER	NAME	HIRE DATE
177	SIGALA, CAROL	9/1/1975
217	GRIFFITH, LEAH	9/8/1981
241	BALCH, DAVID	9/9/1985
254	NYAGGAH, LYNETTE	9/9/1987
258	O'BRIEN, KATHERINE	8/11/1988
259	RIVERA, MARY	9/1/1988
261	ALVARADO, GUADALUPE	9/1/1988
263	KORF, WILLIAM	9/7/1988
265	AYALA, ARMANDO	9/7/1988
266	SLAVICH, MIKE	9/7/1988
279	GARCIA, YVETTE	5/1/1990
282	ACUNA-HANSEN, CHRIS	8/27/1990
288	MITCHELL, CARLEY	8/27/1990
289	NEWMAN, JAMES	8/27/1990
295	DREYFUSS, TERESA	10/10/1990
301	LYNCH, SHEILA	8/26/1991
303	CURLEE, KARLEEN	8/26/1991
305	MATTHIS, JAMES	8/26/1991
306	PAGE, CATHERINE L.	8/24/1992
311	RODRIGUEZ, JOSE	3/1/1995
312	COFFMAN, DANIEL	5/11/1995
313a	SLONIGER, WELLS	8/21/1995
314	BIESEMEYER, GAIL M.	8/21/1995
316	SALAZAR, BARBARA	8/21/1995
317	VAZQUEZ, DANA	8/21/1995
320	DE LA MORA (PEREZ), MARTHA	9/6/1995
321	JUAREZ, MELISSA RIFINO	1/17/1996
324	LLERENA, LYDIA	1/17/1996
326	KIMBER, GEORGE	1/17/1996
328	BETHEL, ROBERT	8/20/1996
329	PUDELKO, KATHY	8/20/1996
330	HINZE, MICHAEL	8/20/1996
335	RICKMAN, TRACY	8/19/1997
336	PIERSON GEIGER, KENN	8/19/1997
337	FREIJE, THERESA	8/19/1997
339	HERZFELD, SHARI	8/19/1997
340	SPIELER-PERSAD, GISELA	8/19/1997
341	FORREST, MICHAEL	1/14/1998
342	KELLER, TERRY	1/14/1998
342a	FLORES-OLSON, TROY	2/12/1998
349	LITTRELL, MARK	8/18/1998

CATEGORICAL = Categorical Positions/Employees

Updated 9/26/18



**ORDER OF EMPLOYMENT LIST  
FULL TIME FACULTY**

351	KEPNER, PATRICIA	1/13/1999
354	BRONKAR, RYAN	8/17/1999
358	IBARRA, EDWARD	8/17/1999
359	LIVINGSTON, JANNINE	8/17/1999
360	MINDES, AIMEE	8/17/1999
361	BOWEN, J. CHRIS	8/17/1999
362	PILATI-CORSELLI, MICHELLE	8/17/1999
363	SPRINGER, JOANN	8/17/1999
364	LIU, SHIN	8/17/1999
366	DURAN, JOSE (JOAQUIN)	1/12/2000
367	DARYOUSH, FAYE	8/17/2000
368	DUARTE, JEANNETTE	8/17/2000
369	PUGA, GILBERT	8/17/2000
371	ROBERTS, WARREN	8/17/2000
372	DE LOS SANTOS, BLANCA	8/17/2000
374	GONZALEZ, HECTOR	8/17/2000
375	BOTELLO, ROBERT	8/17/2000
377	SALAZAR, MIKE	8/17/2000
379	CUMMINGS, FRANCES (FRAN)	8/17/2000
380	LEUNG, ALLEN	8/17/2000
381	PADGETT, VERNON	8/17/2000
382	PRIEST, VANN	8/17/2000
384	BABOU, ROBIN	8/17/2000
385	HUANG, JULIE	8/17/2000
387	WETSMAN, ADAM	8/17/2000
389	TOMORY, STEVE	1/18/2001
393	FUNG, HENRY (HANK)	1/18/2001
396	CLARK, MARY DENNYSE	1/18/2001
397	VU, NGUYEN	1/18/2001
398	REYES, DIANNA	1/18/2001
404	THOMAS, JULIUS	8/16/2001
405	VELAZQUEZ, RALPH	8/16/2001
406	HEBERT, STEVE	8/16/2001
407	ENGLISH, CAMERON	8/16/2001
408	MASON, DON	8/16/2001
409	HALVORSEN, GARY	8/16/2001
410	ECKSTROM, MARIE	8/16/2001
411	CALLINAN, THOMAS	8/16/2001
412	ISAAC, LILY	8/16/2001
413	TANG, SUZANNE H.	8/16/2001
414	FRALA, JOHN	8/16/2001
417	WANG, GEORGE	1/10/2002
421	WALLACE, GERALD	1/10/2002
422	KOUTROULIS, MATHEW	8/15/2002

CATEGORICAL = Categorical Positions/Employees

Updated 9/26/18



**ORDER OF EMPLOYMENT LIST  
FULL TIME FACULTY**

424	MOE, SONDRA	8/15/2002
428	HANNAH, KATHLEEN	8/14/2003
430	RHODES (MEDINA), ANGELA	8/12/2004
434	BROWN, ADA	1/6/2005
436	GREEN, REBECCA	8/19/2005
438	BLACKMUN, EUGENE	8/19/2005
439	ACCARDO, FRANK	8/19/2005
440	SENK, JODI	8/19/2005
441	PRESTON, THEODORE (TED)	8/19/2005
444	JAVANMARD, MIKE	1/27/2006
445	JEFFREY (SFEIR), LORRAINE	1/27/2006
446	LEWIS, CYNTHIA	1/27/2006
447	VALDIVIA, IRMA	1/27/2006
448	PITASSI, MATTHEW	8/25/2006
449	SPENCER, SHELLY	8/25/2006
450	YOUNG, COLIN	8/25/2006
451	REEDER, RONALD	8/25/2006
451a	LOPEZ-ALVARADO, KATHERINE B.	8/24/2006
452	MORA, JUANA	8/25/2006
453	PFEIFFER, JILL	8/25/2006
454	CARTAGENA, ALLYSON	1/26/2007
454a	LUNA, PATRICIA A.	8/24/2007
455	GRIFFITH, MARGARET	8/24/2007
457	BELL, SHARON	8/24/2007
458	SMITH, KEVIN	8/24/2007
459	URQUIDI, BIANCA	8/24/2007
460	DIGHERA, MICHAEL	8/24/2007
461	FLORMAN, KELLI	8/24/2007
462	ACEVEDO (RHI), LISETTE	8/24/2007
463	RIBAYA, JERONIMO (JAY)	2/1/2008
465	DIXON, SCOTT	8/22/2008
466	OSMAN, DANIEL	8/22/2008
468	HUINQUEZ, JORGE	8/22/2008
469	BRUTLAG, BRIAN	8/22/2008
470	TANAKA-HOSHIJO, JENNIFER	8/22/2008
471	LYNCH, KELLY	8/22/2008
472	GUZMAN, SERGIO	8/22/2008
475	LINDY, DAVID	8/22/2008
477	GONZALEZ, LYDIA (OKELBERRY)	8/22/2008
478	MAYER, KRYSIA	8/22/2008
478a	MILLER, ROBERT	8/22/2008
479	PICHARDO-DIAZ, DORALI	8/22/2008
482	DAWSON, DAVID	1/31/2009
483	GARCIA, ALONSO	1/31/2009

CATEGORICAL = Categorical Positions/Employees

Updated 9/26/18



## ORDER OF EMPLOYMENT LIST FULL TIME FACULTY

484	GOTTLIEB, KAREN	8/20/2009
484a	BRANDT, KATHERINE	8/19/2010
485	CURIEL, LIBBY	1/28/2011
486	DORNEAN, MARIUS	1/28/2011
487	FERNANDEZ, JUAN	1/28/2011
488	ARCHAMBAULT, ALAN	1/28/2011
489	MATA, MOISES	1/28/2011
490	ZARO, MARIANO	1/28/2011
492	OKAMOTO, TYLER	1/28/2011
493	BEAN, MICHELLE	1/28/2011
494	MILLER, GREG	8/18/2011
495	JOHNSON, STEVE	8/18/2011
497	LIU, JEANNIE	8/18/2011
499	ORTIZ, AMELIA	1/27/2012
500	RIOS, RODOLFO (RUDY)	1/27/2012
500a	SANCHEZ, DENNA	8/23/2013
501	TRUONG, IRENE	8/22/2014
502	CHEUNG, ANGELA M.	8/22/2014
503	ARROYO, JOSE	8/22/2014
504	JAEGGI, SCOTT	8/22/2014
505	FLORES-OLSON, RAQUEL	8/22/2014
506	GARDOS, ALEXANDER	1/30/2015
507	VU, IRENE	1/30/2015
508	PERRY, ABBIE	1/30/2015
509	HUGHES, SEAN	1/30/2015
510	MADRIGAL, EA	1/30/2015
510a	HERNANDEZ, YUNIOR	1/30/2015
511	RHEE, JOSEPH	1/30/2015
511a	VILLANUEVA, VIVIANA	1/30/2015
514	CHA, JANET	8/21/2015
514b	DE LEON, MARIBEL	8/21/2015
516	HSIAO, JUPEI	8/21/2015
CATEGORICAL	CHAVEZ, VANESSA*	8/21/2015
CATEGORICAL	SAENZ, MARISELA*	8/21/2015
517	GAW, ROSE	1/29/2016
518	CAREY, RYAN	1/29/2016
519	KAUFMAN, BONNILEE	1/29/2016
520	LARA, JOSE	1/29/2016
521	TOVMASIAN, GRANT	1/29/2016
523	RAMIREZ, ELIZABETH	1/29/2016
524	MARTINEZ, ANGELICA	1/29/2016
525	CAMACHO, TAMMY	1/29/2016
526	SMITH, STEPHEN	1/29/2016
CATEGORICAL	ROMO, CLAUDIA*	1/29/2016

CATEGORICAL = Categorical Positions/Employees

Updated 9/26/18



## ORDER OF EMPLOYMENT LIST FULL TIME FACULTY

CATEGORICAL	MAKI, LAUREN*	1/29/2016
527	TIEU, DAVID	8/19/2016
528	IRWIN, ERIN	8/19/2016
529	NAKATANI, FARRAH	8/19/2016
529a	WAUGH, CHRISTINE	8/19/2016
530	BARMAN, KEVIN	8/19/2016
530a	VALLADARES, DIANA	8/19/2016
531	RYAN, MUTSUNO	8/19/2016
531a	CASTANEDA, ARELY	8/19/2016
532	OLSON, ERIC	8/19/2016
533	STEVENS-GANDARA, MIYO (ERIN)	8/19/2016
533a	SOTELO, ANGELA	8/19/2016
534	MONTIEL, GERSON	8/19/2016
535	CARRERA, WENDY	8/19/2016
535a	FLORES, JULIO R.	8/19/2016
CATEGORICAL	ALVARADO, DELMIS*	8/19/2016
536	LEWIS, VIOLETA	1/27/2017
538	MARKOSSIAN, MARINA	1/27/2017
540	VACA, CHRISTIAN	1/27/2017
541	STOIAN, RAZVAN	1/27/2017
542	SCHLEICHER, MATTHEW	1/27/2017
CATEGORICAL	LAMPERT, KATHARINE*	3/1/2017
543	FLORES, YGNACIO V.	8/18/2017
544	GARG, GARIMA	8/18/2017
545	WHEELER, GEORGE	8/18/2017
546	ARAZI, DANA	8/18/2017
CATEGORICAL	HENDERSON, EDWARD*	10/16/2017
547	LEE, YOUNG	11/1/2017
548	ISAAC, SHIRLEY	1/26/2018
549	FIERRO, MELANIE	1/26/2018
550	KOGER, MICHAEL	1/26/2018
551	CURINGTON, WILLIAM	1/26/2018
552	HOLBROOK, VERONICA	1/26/2018
CATEGORICAL	HARLOW, BRENDA*	1/26/2018
553	YOUNG, BRIAN	8/17/2018
554	RIVAS, CLAUDIA	8/17/2018
555	BAUM, TANJA	8/17/2018
CATEGORICAL	DIAZ, SANDY*	8/17/2018

CATEGORICAL = Categorical Positions/Employees

Updated 9/26/18

**ADDENDUM**

<b>BOND MEASURE "A"</b>					
<b>PROJECTS EXPENDITURE SUMMARY</b>					
<b>As of 9/30/18</b>					
DESCRIPTION	QTD (July-Sept 2018)	TTD (FY04-05 to FY18-19)	Budget	TTD Expense vs Budget %	
<b>GENERAL Expenses</b>					
Architect Services - Master Plan	0	320,895	328,000	98%	
Architect Services - AJ Building Programming	0	1,376,453	1,382,795	100%	
Architect Services - Santa Fe Springs Reg Train C	0	168,719	184,130	92%	
Architect Services - LRC - Bond Portion	0	204,097	250,000	82%	
Landscape Architect	0	877,822	887,400	99%	
Architect Services - Child Care Center	0	81,521	85,000	96%	
Architect Services - Master Plan Oversight	0	50,190	65,000	77%	
Architect Services - Pedestrian Bridge	0	104,325	105,000	99%	
Architect Services - Disabled Access/Stairs/Ramps	0	568,718	577,300	99%	
Architect Services - Student Services/Student Union	0	1,873,280	1,894,833	99%	
Architect Services - Maintenance Facility	0	65,000	65,000	100%	
Architect Services - Applied Tech Remodeling	0	209,284	216,000	97%	
Architect Services - El Monte	0	292,717	293,495	100%	
Architect Services - L Tower	8,580	250,501	900,000	28%	
Architect Services - Business Education Remodel	0	11,550	78,500	15%	
Architect Services - Science Bldg	0	190,250	288,500	66%	
Architect Services - Security Digital Video Surveillance	0	48,640	48,640	100%	
Facilities Planning Consultant	0	605,549	608,340	100%	
Consultants	0	1,174,881	1,300,000	90%	
Tree Consultant	0	34,063	40,000	85%	
Geo Tech Services	41,444	1,457,238	1,460,000	100%	
Seismic Consultant	0	177,386	177,400	100%	
Surveyors	0	635,283	750,000	85%	
Infrastructure Design /Central Plant /South Access Road	0	2,328,873	2,413,789	96%	
Marketing Promotion Services (incl printing, fliers, postage)	0	1,081,050	1,086,365	100%	



BOND MEASURE "A"					
PROJECTS EXPENDITURE SUMMARY					
As of 9/30/18					
DESCRIPTION	QTD	TTD	Budget	TTD Expense	
	(July-Sept 2018)	(FY04-05 to FY18-19)		vs Budget	%
Labor Admin & Compliance Services	8,122	1,363,968	1,435,000		95%
Information Tech Svc Consultant	0	406,625	465,000		87%
LRC - Bond Portion - Demolition & Construction	2,515	9,751,804	10,000,000		98%
South Whittier Facility-STARs Center	0	3,081,854	3,125,000		99%
Student Services/Student Union/Quad	0	19,744,001	19,900,000		99%
Swing Space	0	1,560,727	1,600,000		98%
Legal Services	1,428	878,068	1,000,000		88%
Professional Fees - Audit	0	104,418	250,000		42%
Advertising Services (Bid Projects)	8,452	267,558	270,000		99%
Primary Election Fees	0	206,913	210,000		99%
Public Transportation Pass	0	99,592	100,000		100%
RHPMT - Services	0	12,067,071	12,110,000		100%
Del Terra - PM Services	108,250	2,138,199	3,144,746		68%
Del Terra - DSA Certification	0	270,300	272,100		99%
RHPMT - Office Equipment & Supplies	252	397,429	534,174		74%
RHPMT - Imaging Software/Hardware	0	13,830	15,000		92%
URS Corp - CA Environ Qlty Services	0	338,686	345,147		98%
Applied Technology - Bond Portion	0	4,099,859	4,150,000		99%
EI Monte Center	0	4,703,798	4,800,000		98%
Santa Fe Springs - Phase II	0	1,191,855	1,250,000		95%
Santa Fe Springs - Phase III	0	2,178,982	2,200,000		99%
Santa Fe Springs Fire Tech Land Purchase	0	5,491,832	5,600,000		98%
Construction Mgmt - Central Plant & Infrastructure	0	1,269,766	1,270,000		100%
Inspection & Testing Services	22,910	4,063,108	4,400,000		92%
Building Connection Repair	0	483,589	496,270		97%
Maintenance Facility Addition	0	1,761,526	2,500,000		70%

**BOND MEASURE "A"**  
**PROJECTS EXPENDITURE SUMMARY**  
**As of 9/30/18**

DESCRIPTION	QTD (July-Sept 2018)	TTD (FY04-05 to FY18-19)	Budget	TTD Expense vs Budget %
RHC Parkway - Phase 1	0	328,429	350,000	94%
AJ - New Building	369	12,171,795	12,200,000	100%
Central Plant & MEP	0	12,180,554	12,500,000	97%
Site Infrastructure	0	14,372,502	14,500,000	99%
Pedestrian Bridge	0	996,337	1,000,000	100%
PE Complex - Bond Portion	0	14,101,574	14,498,000	97%
Fine Arts - Bond Portion	0	405,747	500,000	81%
Wray Theater /Campus Inn Remodel - Bond Portion	0	0	500,000	0%
Lower/Upper Tier Steps	0	1,014,105	1,286,756	79%
Landscape	0	2,897,026	3,110,000	93%
Veterans Memorial	0	87,975	90,000	98%
Rio Plaza	2,208	165,432	3,200,000	5%
Bookstore/Printing	0	1,397,288	1,500,000	93%
Pico Rivera Education Center	0	1,635,501	2,000,000	82%
Nursing & Health Programs Facilities	9,513	762,486	800,000	95%
L-Tower Seismic Retrofit	0	3,369	1,000,000	0%
P6 Misc-Bond Cost of Issuance	0	40,689	80,000	51%
P6 Misc-Related Conference/Travel	0	15,174	50,000	30%
<b>PROJECT Expenses</b>				
P7 Upgrade Campus Lighting & Alarm Systems	0	553,837		
P8 Replace/Repair Bldg. Components	0	572,554		
P9 Campus Wide Efficiency Repairs	0	762,276		
P10 Campus Bldg. Improvements	0	618,599	4,000,000	63%

BOND MEASURE "A"						
PROJECTS EXPENDITURE SUMMARY						
As of 9/30/18						
DESCRIPTION	QTD (July-Sept 2018)	TTD (FY04-05 to FY18-19)	Budget	TTD Expense		
				vs Budget	%	
P12 Roadway/Grounds Improve	0	2,668,820	4,000,000		67%	
P13 Campus Equipment & Furnishings	0	490,963	1,000,000		49%	
P15 Facilities Master Plan, Impact Reports, Soil Testing	0	676,581	1,000,000		68%	
P17 Relocation/Acquisition - Temporary Facilities	0	126,286	500,000		25%	
Sub-Total	0	6,469,917	10,500,000			
P11 ITS-Network Implementation	0	2,933,880				
P11 ITS-Computer Purchase	0	2,723,585				
P11 MIS Software/Hardware & Implementation	0	9,423,282				
P11 Misc - ITS	0	126,672				
P11 Voice Over IP	0	579,807				
Sub-Total	0	15,787,227	15,900,000		99%	
<b>TOTAL:</b>	<b>214,043</b>	<b>176,956,802</b>	<b>192,492,680</b>		<b>92%</b>	
	<b>214,043</b>	<b>176,956,802</b>	<b>192,492,680</b>			
	0	0	0		0	



**RIO HONDO COMMUNITY COLLEGE DISTRICT  
REGULAR MEETING OF THE BOARD OF TRUSTEES  
MINUTES – WEDNESDAY, APRIL 10, 2019, 6:00 P.M.**

- Location:** Rio Hondo College Board Room  
3600 Workman Mill Road, Whittier CA 90601
- Members Present:** Mr. Gary Mendez, President  
Mr. Oscar Valladares, Vice President  
Ms. Rosaelva Lomeli, Clerk  
Ms. Norma E. García, Member  
Ms. Vicky Santana, Member
- Members Absent:** Ms. Diana E. Laureano, Student Trustee (Excused)
- Staff Members:** Ms. Teresa Dreyfuss, Superintendent/President  
Mr. Henry Gee, Vice President, Student Services  
Dr. Laura Ramirez, Vice President, Academic Affairs  
Mr. Yulian Ligioso, Vice President, Finance & Business  
Dr. Adam Wetsman, Representing President, Academic Senate  
Ms. Jill Pfeiffer, President, RHCFA  
Ms. Sandra Hernandez, President, CSEA  
Mr. Matthew Mangoba, President, ASRHC  
Ms. Reneé Gallegos, (Recorder)

**I. CALL TO ORDER**

**A. Call to Order (6:00 p.m.)**

Mr. Mendez called the meeting to order at 6:00PM.

**B. Pledge of Allegiance**

Ms. Rebecca Green led the pledge of allegiance.

**C. Roll Call**

Ms. Laureano was on an excused absence due to Forensics National Tournament.

**D. Approval of Minutes: February 27, 2019; March 13, 2019**

**74.**

On the motion of Ms. Lomeli, seconded by Mr. Valladares, the Board voted unanimously by the five members present [García, Lomeli, Mendez, Santana, Valladares] and approved the minutes of February 27, 2019 as presented.

75. On the motion of Ms. García, seconded by Mr. Valladares, the Board voted unanimously by the five members present [García, Lomeli, Mendez, Santana, Valladares] and approved the minutes of March 13, 2019 as presented.

**E. Open Communication for Public Comment**

Ms. Sandra Hernandez commented on the classified layoffs and if the Board can consider other alternatives with funding for affected staff.

**F. Commendations**

- **Classified Retirement – *Gloria Reyes-Luera***
- **Academic Rank and Tenured Faculty**
- **The National Association of Student Personnel Administrators (NASPA) 2019 Fred Turner Award for Outstanding Service – Henry Gee**

**BREAK**

Mr. Mendez recessed the meeting for a 10-minute break at 6:21PM. Mr. Mendez reconvened the meeting at 6:35PM.

**G. Presentation**

- **Post Student Equity Summit Update – *Cecilia Rocha & Juana Mora***

This item was moved out of order to accommodate the teaching schedule of Daniel Osman who will present after Student Equity.

- **Sabbatical Leave Presentation - *Daniel Osman (Communications & Languages)***

**II. CONSENT AGENDA**

76. On the motion of Ms. García, seconded by Ms. Santana, the Board voted unanimously by the five members present [García, Lomeli, Mendez, Santana, Valladares] to approve the Consent Agenda as presented.

**A. FINANCE & BUSINESS**

**1. Finance and Business Reports**

**a. Purchase Order Report**

Approved the Purchase Order Report containing purchases for the preceding month.

**b. Payroll Warrant Report**

Approved the Payroll Warrant report for the month of March 2019.

**2. Authorization for Out of State Travel & Conferences**

The Board of Trustees approved the following out of state educational conferences below;

Allen Leung to attend the 2019 National Science Olympiad Competition, May 29-June 2, 2019, Ithaca, NY.

Gerson Montiel and Matt Pitassi to attend the Association of Colleges for Tutoring & Learning Conference (ACTLA), April 25-27, 2019, Las Vegas, NV.

Rudy Rios to attend the 2019 Community College Cyber Summit (3CS), July 29-Aug. 2, 2019, Shreveport, LA.

Hollie Tirrell, to attend the National Athletic Trainers Association Annual Convention/Symposium, June 24-27, 2019, Las Vegas, NV.

**3. Approve Amendment 2 to Educational Affiliation Agreement: Methodist Hospital of Southern California**

On February 8, 2017, the Board of Trustees approved Amendment 1 to extend the term of the Educational Affiliation Agreement for an additional 2 years through February 28, 2019 (item II.A.12).

Amendment 2 is issued to extend the term of the Educational Affiliation Agreement for an additional 2 years through April 10, 2021.

The Board of Trustees approved Amendment 2 to Educational Affiliation Agreement and authorized the Administration to execute the appropriate documents on behalf of the District.

**4. Approve Facilities Use Agreement – Vertical UAV Solutions Inc. dba Drone University USA**

Rio Hondo College Fire Academy (District) attempts to maximize the utilization of its facilities by renting to outside agencies. The purpose of this Agreement is to allow Vertical UAV Solutions Inc. dba Drone University USA to use District classroom and open area space for conducting its Drone Classes located at 11400 Greenstone Ave., Santa Fe Springs, CA 90670.

Rate charged is \$375.00 per day. The term will begin April 11, 2019 and continue through April 10, 2022.

The Board of Trustees approved the Facilities Use Agreement with Vertical Solutions Inc. dba Drone University USA and authorized the Administration to execute appropriate documents on behalf of the District.

**5. Approve End User Agreement – BoardDocs: Emerald Data Solutions, Inc.**

Rio Hondo College is requesting to have an End User Agreement with Emerald Data Solutions, Inc. for purchase of BoardDocs Pro plus Document Management System.

BoardDocs is a cloud-based Board Management Service that enables publishing and revising agenda items, supporting documents, and policies and procedures via the Internet.

Total not to exceed amount for Year 1 is \$18,500.00 (see breakdown below) to be paid from General Funds.

- A. One Time Set Up Fee - \$1,000.00
- B. Annual Fee - \$17,500.00
- Total - \$18,500.00

Term is from May 1, 2019 through April 30, 2020.

The Board of Trustees approved the End User Agreement with Emerald Data Solutions, Inc. and authorized the Administration to execute appropriate documents on behalf of the District.

**6. Approve Amendment 1: MOU for Concurrent Enrollment Cohort – College of Health Profession Bachelor of Science in Nursing Pathway Program with University of Phoenix**

On October 12, 2016, the Board of Trustees approved the MOU with University of Phoenix (UOP) to provide instruction to students enrolled in the Associate's Degree of Nursing Program ("ADN Program") from October 13, 2016 through December 31, 2018. This allows the ADN students to take coursework for their BSN at UOP in winter and summer sessions while the students complete their ADN at Rio Hondo College. The nursing graduates will obtain their BSN 6 - 7 months following their ADN (item II.A.3).

Amendment 1 is issued to extend the term of the MOU through May 31, 2020.

The Board of Trustees approved Amendment 1 to the MOU for concurrent enrollment cohort with UOP as summarized above and authorized the Administration to execute the appropriate documents on behalf of the District.

**7. Acceptance of Grant: Compadres for Tobacco-Free Los Angeles County Project – Los Angeles County Office of Education**

The Los Angeles County Office of Education (LACOE) has awarded Rio Hondo College a grant in the amount of \$4,999.00 for its Compadres for Tobacco-Free Los Angeles County Project (Compadres Program).

The District will support the Compadres Program's efforts to adopt policies to reduce exposure to Secondhand Smoke and Thirdhand Smoke using community education strategies to increase general community awareness and support. Strategies may include community forums, town hall meetings, in-service projects, web-based engagement, workshops, and focus groups.

The Board of Trustees approved acceptance of the grant funding as described above and authorize the Administration to execute appropriate documents on behalf of the District.

**8. Approval of Sponsorship Agreement No. MH-120-19: Foundation for California Community Colleges**

Rio Hondo College is requesting to have a Sponsorship Agreement with the Foundation for California Community Colleges (Foundation).

The Foundation is engaging Rio Hondo College to conduct a mental health event on campus that will support the California Mental Health Services Authority's

(CalMHSA) goal of promoting and disseminating mental health information, tools and resources throughout California.

The District will be compensated \$750.00.

Term is from April 11, 2019 through June 15, 2019.

The Board of Trustees approve the Sponsorship Agreement with the Foundation as described above and authorized the Administration to execute appropriate documents on behalf of the District.

**9. Approve 60 Month Lease of Sharp MX 3571 Color Printer/Copier/Scanner – Cell Business Equipment**

The Child Development Center Department will require one (1) Sharp MX 3571 Color Printer/Copier/Scanner. Monthly Lease (\$124.49) and Maintenance (\$69.47) is payable at \$193.96 (plus applicable taxes) per month for 60 months.

Maintenance cost includes the following monthly allowances:

Black & White - 3,100 copies  
Colored - 1,000 copies

Overage cost per copy in excess of above monthly allowances are:

Black & White - \$0.0077 per copy  
Colored - \$0.0456 per copy

Total cost will be \$11,637.60 (plus applicable taxes) over the term of 60-month lease and will be paid from Children's Center Funds.

The Board of Trustees approved the 60-month lease of one (1) Sharp MX 3571 Color printer/copier/scanner copier through Cell Business Equipment as summarized above and authorized the Administration to execute the appropriate documents on behalf of the District.

**10. Acceptance of Grant: Proposition 39 (California Clean Energy Jobs Act) – Los Angeles California Community College District**

The Los Angeles Community College District (LACCD) as fiscal agent for Proposition 39 (California Clean Energy Jobs Act) has awarded Rio Hondo College a grant in the amount of \$30,000.00 for the proposal entitled "Design for Energy Efficiency".

The objectives of Prop 39 (California Clean Energy Jobs Act) is to build and sustain a regional network of colleges/schools to better serve the needs of students and industries in the Energy, Construction, and Utilities Sector.

The Board of Trustees approved acceptance of the grant funding as described above and authorized the Administration to execute appropriate documents on behalf of the District.



11. **Approving Resolution #41019 The Adoption of Establishment of the Pension Rate Stabilization Program Trust Administered by Public Agency Retirement Services (PARS)**

Due to the rising PERS and STRS employer pension obligations, the District began evaluating investment options to manage the rising future pension obligations. Among the options considered, the District evaluated the PARS Pension Rate Stabilization Program (PRSP).

The PRSP Trust is a tax-exempt, trust established under Section 115 of the Internal Revenue Code. The PRSP Trust was developed by PARS and is offered to community college districts in partnership with the Community College League of California, as an advanced-planning approach to pre-funding pension obligations.

Participation in the PRSP will allow the District to take a prudent investment planning approach to effectively manage its current and future pension obligations. Prefunding these obligations in the PRSP Trust will allow for diversification of investments to achieve greater returns.

The Board of Trustees approved Resolution #041019 to establish the Pension Rate Stabilization Program (PRSP) Trust administered by Public Agency Retirement Services (PARS), and authorized the Superintendent/President or Designee to execute appropriate documents on behalf of the District.

12. **Consultants**

The Board of Trustees approved the Consulting Services listed below;

- a. Motor Vehicle Network – To provide a one-year renewal to advertise Rio Hondo College as the exclusive college in the El Monte DMV office. Broadcast two minutes exposure per hour. Dates of service: April 16, 2019 – April 15, 2020. Cost not to exceed \$7,140.00 from Rio Hondo College Promise Program.
- b. Gotcha Spot, LLC – To run a 12-week marketing campaign to promote the Bachelor’s Degree in Automotive Technology. Dates of service: April 11, 2019 – June 30, 2019. Cost not to exceed \$28,750 from BS Degree Grant.
- c. Jobs for the Future – To provide the keynote speech for the Work Based Learning Training Retreat for the Career Pathways Specialists. Presentation to include all costs including travel to UCLA conference Center, Lake Arrowhead, CA. Date of service: May 15, 2019. Cost not to exceed \$4,000.00 from round 2 Strong Workforce Regional – Career Pathways Specialists Grant.
- d. Uptown Studios – To create ads to be promoted on Rio Hondo College’s Career and Technical Education Facebook and Instagram profiles. Uptown Studios will provide monthly reports on ad results before they are promoted on social media. Dates of service: May 1, 2019 – April 30, 2020. Cost not to exceed \$18,000.00 from Regional Strong Workforce Round 2 – Marketing Grant.
- e. Center for Transportation and the Environment – To provide consultant services to the NSF Grant. Dates of service: April 15, 2019 – December 31, 2020. Cost not to exceed \$200.00 from NSF/ATE Grant.

RESOLUTION NO. 041019

RESOLUTION OF THE GOVERNING BOARD OF TRUSTEES  
OF THE RIO HONDO COMMUNITY COLLEGE DISTRICT  
APPROVING THE ADOPTION OF THE  
PENSION RATE STABILIZATION PROGRAM TRUST  
ADMINISTERED BY PUBLIC AGENCY RETIREMENT SERVICES (PARS)

WHEREAS PARS has made available the PARS Pension Rate Stabilization Program Trust (the "Program") for the purpose of pre-funding pension obligations; and

WHEREAS the Rio Hondo Community College District ("District") is eligible to participate in the Program, a tax-exempt trust performing an essential governmental function within the meaning of Section 115 of the Internal Revenue Code, as amended, and the Regulations issued there under, and is a tax-exempt trust under the relevant statutory provisions of the State of California; and

WHEREAS the District's adoption and operation of the Program has no effect on any current or former employee's entitlement to post-employment benefits; and

WHEREAS the terms and conditions of post-employment benefit entitlement, if any, are governed by contracts separate from and independent of the Program; and

WHEREAS the District's funding of the Program does not, and is not intended to, create any new vested right to any benefit nor strengthen any existing vested right; and

WHEREAS the District reserves the right to make contributions, if any, to the Program.

NOW THEREFORE, BE IT RESOLVED THAT:

1. The Governing Board of Trustees hereby adopts the PARS Pension Rate Stabilization Program Trust, effective April 10, 2019; and
2. The Governing Board hereby appoints the Superintendent/President, or his/her successor or his/her designee as the District's Plan Administrator for the Program; and
3. The District's Plan Administrator is hereby authorized to execute the PARS legal and administrative documents on behalf of the District and to take whatever additional actions are necessary to maintain the District's participation in the Program and to maintain compliance of any relevant regulation issued or as may be issued; therefore, authorizing him/her to take whatever additional actions are required to administer the District's Program.

AYES: 5 NOES: 0 ABSENT: 0 ABSTAIN: 0

STATE OF CALIFORNIA  
COUNTY OF LOS ANGELES

**Rosaelva Lomeli, the Clerk of the Governing Board of Trustees** of the Rio Hondo Community College District, State of California, hereby certifies that the above foregoing resolution was duly and regularly adopted by said District at a regular meeting thereof held on the **10<sup>th</sup> of April, 2019**, and passed by a **unanimous (5-0-0) vote** of said Board.

IN WITNESS WHEREOF I have hereunto set my hand and seal this **10th day of April, 2019**.



Clerk of the Rio Hondo Community College District Governing Board

**B. PERSONNEL**

**1. Academic**

a. Special Assignments, Spring 2019

Each of the following instructors will be paid a stipend, not to exceed \$150, paid out of Basic Skills Initiative funds, for participation in a one-day professional development workshop on “Elevating Rigor in the Classroom While Providing Differentiated Instruction” and completion of written reflection and online workshop evaluation.

AGACER, Adarian	Communications & Languages
ALMANA, Miguel	Arts & Cultural Programs
BOVE, Gina	Communications & Languages
CALLINAN, Tom	Communications & Languages
COOMBS, Kimberly	Math, Science, & Engineering
DALLA DEA, Ariane	Behavioral & Social Science
ESPARZA-REYES, Bernadette	Behavioral & Social Science
HO, Angel Hsing	Communications & Languages
JENSEN, Zachary	Communications & Languages
MARTINEZ, Chelsea	Math, Science, & Engineering
MOLINA, Claudia	Math, Science, & Engineering
SCHAFFNER, Kristen	Communications & Languages
SIGALA, Benjamin	Communications & Languages

The following faculty will receive a stipend, in the amount of \$300, paid out of Staff Development, for participating in the Peer Online Course Review via @One and for completing a subsequent evaluation and reflection on the training.

SENK, Jodi	Kinesiology, Dance and Athletics
URQUIDI, Bianca	Kinesiology, Dance and Athletics

The following instructor will be paid a stipend, not to exceed \$6,137, paid out of the Title V Grant, to implement the Entrepreneurship Plan, which will include Network for Teaching Entrepreneurship (NFTE) Training, creating Canvas shell and syllabus with NFTE modules, and outreach to high schools.

LEON, Ivan	Business
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The faculty below will receive a stipend in the amount of \$1,041.14 to correct an error in load calculation for Spring 2019. The stipend will be paid out of the General Fund via the Business Division.

LIU, Jeannie	Business
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b. Part-time, Summer, 2019

Business

ONYENWE, Bright

Career and Technical Education

HERMAN, Maurice

2. **Classified**

a. **Employment, 2018- 2019**

GRAY, Lewis, Information Specialist, 100%, 12 months, Information Technology Services, effective April 15, 2019

MERINO, Uziel, Warehouse Storekeeper, 45%, 11.75 months, Contract Management and Vending Services, effective April 8, 2019

SQUARES, Eric, Custodian, 45%, 12 months, Facilities Services, effective March 20, 2019

The following employee is being hired in the designated capacity with dedicated funding through June 30, 2019. If continued funding should not be available, 60-day notice shall be served:

HURTADO, Martin, Student Services Assistant, 100%, 12 months, Career and Technical Education, effective March 18, 2019

MENDEZ, Juan, Clerk Typist I, 50%, Communications and Languages, effective April 1, 2019

**Substitute, 2018 – 2019**

SANCHEZ, Andrew, Athletic Trainer, Kinesiology, Dance and Athletics, effective March 5, 2019

b. **Resignation**

GREENMAN, Catherine, Children's Center Aide, 37.5%, 11.5 months, Child Development Center. Her last day of employment was March 26, 2019.

c. **Retirement**

ASHBURN, Harry, Locksmith, 100%, 12 months, Facilities Services. His last day of employment will be April 26, 2019, with his first day of retirement being April 27, 2019.

d. **Layoff, Regular Classified**

The following individuals were hired with designated categorical funds and due to lack of funds these individuals will receive a 60-day notice of layoff commencing on April 11, 2019:

FERRUFINO, Reina, Student Services Assistant, Basic Skills  
PEREA, Jessica, Research Specialist, Institutional Research and Planning  
TAPIA, Erika, Student Services Assistant, Student Success and Retention

e. **Job Descriptions**

HVAC Mechanic  
*Revised - See attached job description*  
Plumber  
*Revised - See attached job description*

**3. Management and Confidential**

a. Employment, 2018-2019

PEREZ, Lizette, Senior Administrative Assistant, 100%, 12 months, Human Resources, effective April 11, 2019.

b. Retirement

BUELL, Teresa, Senior Administrative Assistant, 100%, 12 months, Finance and Business. Her last day of employment will be June 30, 2019, with her first day of retirement being July 1, 2019.

**4. Unrepresented, (AP 7130), 2018-19**

a. Employment, 2018–2019

Student Success

Student Success Coach II

ANAYA JURADO, Laura

FREEBORN, Christina

Student Success and Retention

Student Success Coach II

CHAVOYA, Francisco

GARCIA, Amanda

ESPINOZA, Anthony

JACOBO, Luis

FREEBORN, Cristina

SALCEDO, Dulce

Math, Sciences and Engineering

Tutor II

GONGORA, Moises

QUAN, Kiana

Students, 2018 – 2019

ARIZMENDI, Brency, Financial Aid

CASTILLO, Monica, Child Development Center

CASTRO, Clarissa, Student Life and Leadership

DONOZA, Emily, Arts and Cultural Programs

JUAREZ, Eddie, Financial Aid

KIM, Seulgi, Accounting

KINCANNA, Madeline, Arts and Cultural Programs

MORENO, Jacqueline, Child Development Center

RAVELO, Jeremy, Financial Aid

SAENZ, Stephanie, Arts and Cultural Programs

SANCHEZ, Anthony, Financial Aid

SANCHEZ, Julian, TRIO/Student Services

VAZQUEZ, Valerie, Financial Aid

b. Volunteers, 2018 – 2019

RAYGOZA, William, Kinesiology, Dance and Athletics

C. **ACADEMIC SERVICES**

a. **Curriculum Items**

The following items have been processed according to college policy for the development of curricula, which includes review and approval, by the District Curriculum Committee:

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:

**FIN 102: Fundamentals of Financial Management and Investing**  
(Business)

Degree Applicable; (3.0 Units)

**Justification:** This course is a required course in the finance certificate that is being developed. This certificate will be for students wanting to become a personal financial adviser. Understanding how to manage financial information is a core skill for a personal financial adviser.

**SOC 130: Introduction to Disability Studies**

(Behavioral and Social Sciences)

Degree Applicable; (3.0 units)

**Justification:** There has been recent and consistent focus on social justice studies and the importance of listening to marginalized groups; considering that the disability community is the largest minority group, the creation of this course is in line with that mission. Disability studies is a burgeoning field and has spawned many academic (undergraduate and graduate) and certificate programs that lead to jobs in social services public health and academia. Additionally, any major/careers that have service components or involve public relations would also benefit from this course. Other community colleges have already created similar courses including Grossmont College, Foothill College, and College of the Siskiyous. This course will also be submitted for articulation to CSULA for their COUN 2020 course for their BA in Rehabilitative services.

b. **Unit/Hour Change**

The following courses have been recommended for a unit/hour change to reflect an increase/decrease in course content.

NCOA 012: Principles of Mind and Body Health II: Strength and Balance

Hour Change: From: 1 to 48 Lecture

To: 1 to 24 Lecture

PAC 083: Pre-Academy Physical Fitness

Unit Change: From: .296 to 1.48

To: .148 to 2.962

PAC 43032: Physical Fitness  
Unit Change: From: .074 to 1.48  
To: .037 to .741

PAC 43035: Firearms  
Unit Change: From: .1 to 1.48  
To: .037 to .741

c. **New Program**

Associate of Arts Degree – Deaf Studies  
(30 Units)

Associate of Arts Degree – Foundations in Interpreting  
(30 Units)

Certificate of Achievement – Finance  
(17 Units)

Certificate of Achievement – Income Tax and Payroll  
(16 Units)

III. **ACTION ITEMS**

A. **PRESIDENT’S OFFICE**

1. **Revision of Board Policies 2431, 2715, 6740 (Final Adoption)**

77. On the motion of Ms. Lomeli, seconded by Mr. Mendez, the Board voted unanimously by the five members present [García, Lomeli, Mendez, Santana, Valladares] to approve for final adoption the revision of Board Policies 2431, 2715 and 6740.

- **BP 2431 Superintendent/President Selection**
- **BP 2715 Code of Ethics/Standards of Practice**
- **BP 6740 Citizen’s Oversight Committee**

2. **Revision of Board Policies 1500, 4020, 4025, 4030, 4100, 4300, 6323 (First Reading)**

78. On the motion of Ms. García, seconded by Ms. Santana, the Board voted unanimously by the five members present [García, Lomeli, Mendez, Santana, Valladares] to divide the question for purposes of discussion.

Ms. Garcia requested that Board Policy 1500 be tabled for further study.

79. On the motion of Ms. García, seconded by Ms. Santana, the Board voted unanimously by the five members present [García, Lomeli, Mendez, Santana, Valladares] to table Board Policy 1500-Special Awards.

80. On the motion of Ms. Santana, seconded by Mr. Valladares, the Board voted unanimously by the five members present [García, Lomeli, Mendez, Santana, Valladares] to approve for first reading the revision of Board Policies 4020, 4025, 4030, 4100, 4300 and 6323, ***excluding first reading of BP 1500 which was tabled for further study.***

- ~~**BP 1500 Special Awards**~~
- **BP 4020 Program, Curriculum and Course Development**

- **BP 4025 Philosophy and Criteria for Associate Degrees and General Education**
- **BP 4030 Academic Freedom**
- **BP 4100 Graduation Requirements for Degrees and Certificates**
- **BP 4300 Field Trips and Excursions**
- **BP 6323 Debt Management**

**3. Fellow of the College Award**

81. On the motion of Ms. García, seconded by Ms. Santana, the Board voted unanimously by the five members present [García, Lomeli, Mendez, Santana, Valladares] and designated Belén Torres-Gil as the Fellow of the College recipient for 2019.

The Board noted that the deadline was missed this year and that corrective action is forthcoming with the revision of the Board Policy.

**4. Distinguished Service Award**

82. On the motion of Ms. Santana, seconded by Ms. Lomeli, the Board voted unanimously by the five members present [García, Lomeli, Mendez, Santana, Valladares] and designated Jake Alarid as the Distinguished Service Award recipient for 2019.

**5. Distinguished Faculty Award**

83. On the motion of Mr. Mendez, seconded by Mr. Valladares, the Board voted unanimously by the five members present [García, Lomeli, Mendez, Santana, Valladares] and designated John C. Frala as the Distinguished Faculty Award recipient for 2019.

**6. CCCT Board Election 2019**

84. On the motion of Mr. Valladares, seconded by Ms. Lomeli, the Board voted unanimously by the five members present [García, Lomeli, Mendez, Santana, Valladares] and cast their ballot for the CCCT Board Elections for 2019 as listed below.

- Mark Evilsizer
- Gary Chow
- Linda S. Wah

**7. Resolution in Support of the Week of the Young Child**

85. On the motion of Ms. García, seconded by Ms. Lomeli, the Board voted unanimously by the five members present [García, Lomeli, Mendez, Santana, Valladares] to adopt the resolution below proclaiming April 8-12, 2019 as the week of the Young Child at Rio Hondo College..





**Resolution in Proclaiming Week of the Young Child 2019**  
**No. 40919**

**WHEREAS**, Rio Hondo College Child Development Center/Pre-School Laboratory, in conjunction with the National Association for the Education of Young Children, is celebrating the Week of the Young Child, April 8-12; and

**WHEREAS**, Rio Hondo College Child Development Center/Pre-School Laboratory is working to provide developmentally appropriate quality learning opportunities for preschool children, including early literacy opportunities, that can provide a foundation of lifelong learning for the children enrolled in our program; and

**WHEREAS**, early childhood professionals and others who make a difference in the lives of young children here at Rio Hondo College deserve thanks and recognition; and

**WHEREAS**, public policies that support early learning for all young children are crucial to the future of our community and society;

We, the Rio Hondo Community College Board of Trustees, do hereby proclaim April 8-12, 2019 as the Week of the Young Child at Rio Hondo College.

**B. FINANCE & BUSINESS**

1. **A Resolution #041019-2 of the board of Trustees and of the Rio Hondo Community College District Approving the Form of and authorizing the Execution and Delivery of a Contract of Purchase. A continuing Disclosure Undertaking, an Escrow Agreement, and a Preliminary Official Statement for Not-to-Exceed \$80,000,000 of Rio Hondo community College District General Obligation Refunding Bonds, 2004 Election, 2019 Series B, and Authorizing the Execution of Necessary Documents Relating to Said Bonds.**

86. On the motion of Ms. Santana, seconded by Ms. Lomeli, the Board voted unanimously by the five members present [García, Lomeli, Mendez, Santana, Valladares] and the Board of Trustees approved the Resolution #041019-2 Approving the Form of and Authorizing the Execution and Delivery of a Contract of Purchase, A Continuing Disclosure Undertaking, an Escrow Agreement and a Preliminary Official Statement for not-to-exceed \$80,000,000 of Rio Hondo Community College District General Obligation Refunding Bonds, 2004 Election, 2019 Series B and Authorizing the Superintendent/President or Vice President of Finance & Business the Execution of Necessary Documents Relating to Said Bonds.

On March 13, 2019, the Board of Trustees approved a Resolution authorizing the issuance of not to exceed \$80,000,000 Rio Hondo Community College District's General Obligation Refunding Bonds and approving certain other matters relating to said bonds, in order to generate savings to local taxpayers by reducing the interest rate to repay the

bond debt.

Approval of this Resolution approves the “form of” certain legal documents and authorizes the Superintendent/President, the Vice President, Finance & Business, (each, an “Authorized Officer”) to execute the legal documents necessary to carry out the refinancing of the District’s prior general obligation bonds. These are “form” documents that will be completed on or after the bond sale has taken place. A brief description of the purpose of each document appears below:

**Contract of Purchase.** Under this document, which will be signed the day of the pricing of the Bonds, the Underwriters agree to purchase all of the Bonds from the District at an established price and discount. Immediately prior to the District’s executing the Contract of Purchase, the Underwriters will “price” the Bonds in the public market — that is, they will identify the interest rate which the Bonds will bear when sold to investors. A final underwriting discount will be established at the same time and incorporated into the terms of the Contract of Purchase.

**Continuing Disclosure Undertaking.** Under this document (appearing as Appendix D to the Preliminary Official Statement), the District certifies for the benefit of the Bond Holders and in order to assist the Underwriters in complying with Securities Laws, that it will file Annual Reports, Audited Financial Statements and notices of certain listed events in each year while the Bonds are outstanding. For the 2019 General Obligation Refunding Bonds, the first Annual Report will be due on or before February 24, 2020.

**Escrow Agreement.** The Escrow Agreement provides the framework for the scheduled redemption, and defeasance, of the Prior Bonds. The District and the Paying Agent for the Prior Bonds, acting as Escrow Agent, will enter into an Escrow Agreement for the Prior Bonds which will specify the investment of proceeds of the Bonds that will be made until the redemption date for the Prior Bonds. These investments are irrevocable once made, and we will deliver an opinion at the closing to the effect that the Prior Bonds are fully defeased thereby.

**Preliminary Official Statement.** There has been submitted to the District a form of preliminary official statement for the Bonds, which contains information, statistics, and summaries regarding the Bonds, the District and its tax base that prospective purchasers of the Bonds are likely to need in order to make an investment decision. The District has retained Disclosure Counsel to prepare this document and to complete it once the pricing and sale of the Bonds is complete (after the bond sale, such document is known as the

“Official Statement”). The data included in the Preliminary Official Statement and the Official Statement must be reviewed by staff and the summaries and content are reviewed by Bond Counsel, Disclosure Counsel and Underwriters’ Counsel.

The Board of Trustees approved the Resolution #041019-2 Approving the Form of and Authorizing the Execution and Delivery of a Contract of Purchase, A Continuing Disclosure Undertaking, an Escrow Agreement and a Preliminary Official Statement for not-to-exceed \$80,000,000 of Rio Hondo Community College District General Obligation Refunding Bonds, 2004 Election, 2019 Series B and Authorizing the Superintendent/President or Vice President of Finance & Business the Execution of Necessary Documents Relating to Said Bonds.

#### IV. INFORMATION ITEMS

1. Presidential Search Update – P.P.L.
2. Board Policy 2410 - Board Policies and Administrative Procedures
3. Board Calendar of Events 2019
4. Trustees Conference Report: Governance Institute for Student Success, Solvang, CA on March 24-25, 2019

#### V. STAFF AND BOARD COMMENTS

- Board Development Reporting

#### VI. CLOSED SESSION

After reading the items listed under Closed Session, Mr. Mendez recessed the meeting to Closed Session at 9:36PM. The meeting was reconvened at 9:55PM and the following action was reported:

*Pursuant to Section 54957*

- **PUBLIC EMPLOYEE EMPLOYMENT**

- **Dean, Counseling**

87. On the motion of Ms. Santana, seconded by Ms. García, the Board voted unanimously by the five members present [García, Lomeli, Mendez, Santana, Valladares] and accepted the Superintendent/President's recommendation to employ Lisa Chavez as the Dean of Counseling.

- **Director, Disabled Students Programs and Services**

88. On the motion of Ms. Santana, seconded by Ms. Lomeli, the Board voted unanimously by the five members present [García, Lomeli, Mendez, Santana, Valladares] and accepted the Superintendent/President's recommendation to employ Consuelo Gutierrez as the Director, Disabled Students Programs and Services.

➤ ~~Interim Director, Financial Aid, Scholarships and Veterans Services~~

- **PUBLIC EMPLOYEE DISCIPLINE / DISMISSAL / RELEASE**

No action taken on this item.

#### VII. ADJOURNMENT

89. On the motion of Ms. García, seconded by Ms. Lomeli, the Board voted unanimously by the five members present [García, Lomeli, Mendez, Santana, and Valladares] to adjourn the meeting at 10:01PM.

- **Next Regular Board Meeting – Wednesday, May 8, 2019, 6:00PM**



**RIO HONDO COMMUNITY COLLEGE DISTRICT  
REGULAR MEETING OF THE BOARD OF TRUSTEES  
MINUTES – WEDNESDAY, MAY 8, 2019, 6:00 P.M.**

- Location:** Rio Hondo College Board Room  
3600 Workman Mill Road, Whittier CA 90601
- Members Present:** Mr. Gary Mendez, President  
Mr. Oscar Valladares, Vice President  
Ms. Rosaelva Lomeli, Clerk  
Ms. Norma E. García, Member  
Ms. Vicky Santana, Member
- Staff Members:** Ms. Teresa Dreyfuss, Superintendent/President  
Mr. Henry Gee, Vice President, Student Services  
Dr. Laura Ramirez, Vice President, Academic Affairs  
Mr. Yulian Ligioso, Vice President, Finance & Business  
Ms. Michelle Bean, President, Academic Senate  
Ms. Jill Pfeiffer, President, RHCFA  
Ms. Sandra Hernandez, President, CSEA  
Mr. Matthew Mangoba, President, ASRHC  
Ms. Reneé Gallegos, (Recorder)

**I. CALL TO ORDER**

**A. Call to Order (6:00 p.m.)**

Mr. Mendez called the meeting to order at 6:00PM.

**B. Pledge of Allegiance**

Ms. Diana Laureano led the pledge of allegiance.

**C. Roll Call**

All members were present.

**D. Approval of Minutes: April 10, 2019; April 24, 2019**

**90.**

On the motion of Mr. Valladares, seconded by Ms. Lomeli, the Board voted unanimously by the five members present [García, Lomeli, Mendez, Santana, Valladares] and approved the minutes of April 10, 2019 as presented. The Student Trustee Advisory vote was aye.

91. On the motion of Ms. Lomeli, seconded by Mr. Valladares, the Board voted unanimously by the five members present [García, Lomeli, Mendez, Santana, Valladares] and approved the minutes of April 24, 2019 as presented. The Student Trustee Advisory vote was aye.

**E. Open Communication for Public Comment**

No public comments were made.

**F. Commendations**

- **Classified Retirement – William Harry Ashburn (*Facilities*)**
- **Faculty Retirements**
  - Gary Halvorsen (*CTE*)**
  - Dr. Lynette Nyaggah (*Communications & Languages*)**
- **Distinguished Faculty Award 2019 – John C. Frala (*CTE*)**
- **RHC Leadership Academy Co-hort #7- Kelly Lynch**
- **2019 Forensics & Debate Team National Champions- Grant Tovmasian**

**BREAK**

Mr. Mendez recessed the meeting for a 15-minute break at 6:28PM. Mr. Mendez reconvened the meeting at 6:45PM.

**G. Presentation**

- **Sabbatical Leave Presentation – Blanca De Los Santos (*Communications & Languages*)**
- **Vision for Success - Dr. Caroline Durdella**
- **Board Self-Evaluation – Dr. Caroline Durdella**

**II. CONSENT AGENDA**

92. On the motion of Ms. Santana, seconded by Mr. Valladares, the Board voted unanimously by the five members present [García, Lomeli, Mendez, Santana, Valladares] to approve the Consent Agenda, ***with the exclusion of items II.A.11 - Resolution No. 050819 Authorizing the Procurement of District-Wide Waste/Trash Handling Services Without Competitive Bidding, II.A.14 - Approve Acceptance of Allocation: 2018-2019 Hunger Free Campus Fund – California Community Colleges Chancellor’s Office , and II.A.30 - Design Services for Music/Wray Theater Renovation/Remodel – tBP Architects, as presented.*** The Student Trustee Advisory vote was aye.

**A. FINANCE & BUSINESS**

**1. Finance and Business Reports**

**a. Purchase Order Report**

Approved the Purchase Order Report containing purchases for the preceding month.

**b. Payroll Warrant Report**

Approved the Payroll Warrant report for the month of April 2019.

**c. CCFS-311Q Quarterly Report**

Approved the CCFS-311Q period ending March 31, 2019.

**2. Authorization for Out of State Travel and Conferences**

Michaela Brehm to attend the NSF S-STEM Workshop/Conference, June 5-7, 2019 in Reno, NV.

Sheila Lynch to attend Miksang Photography Workshops: Levels 1 & 2, June 13-23, 2019 in Halifax, Nova Scotia, Canada.

Robert LoParo to attend the Registry of Interpreters for the Deaf (RID) National Conference, July 7-12, 2019 in Providence, RI.

Angela Rhodes to attend the Teaching Professor Conference, June 7-9, 2019 in New Orleans, LA.

Jana Schmidt to attend the Conference on the Student Movements of 1968/9, August 15-17, 2019 at Dartmouth College, New Hampshire.

Chelsea Martinez, to attend the National Conference for Advanced POGIL Practitioners (NCAPP), June 24-26, 2019 in St. Louis, MO.

Tanja Baum, to attend 2019 INACSL Conference, June 20-21, 2019 in Phoenix, AZ.

Brenda Beza to attend BLUMEN Training, Aug 8-9, 2019 in Houston, TX.

Michael Dighera and Eric Olson to attend Honda PACT Conference, July 15-19, 2019 in Birmingham, AL.

John C. Frala to attend the NEVTEX 2 Annual National Science Foundation Meeting, May 23-25, 2019 in Redmond, OR.

Rosaelva Lomeli and Oscar Valladares to attend the NALEO 36th Annual Conference, June 19-22, 2019 in Miami, FL.

**3. Acceptance of Donation: Police Vehicle – Vernon Police Department**

The Vernon Police Department has offered to donate one (1) police vehicle, unit no. 80, 2003 Ford Crown Victoria, License 054041 Exempt, VIN No. 2FAHP71W63X160938, 173,000 miles and with estimated value of \$2,000.00 to be used for police academy training at Rio Hondo Police Academy.

The Board of Trustees accepted the donation of one (1) police vehicle from Vernon Police Department and authorized the Administration to execute appropriate documents on behalf of the District.

4. **Approve Household Hazardous and Electronic Waste Collection Program Sitting Liability Agreement – County of Los Angeles and County Sanitation District No. 2 of Los Angeles County**

The County of Los Angeles (County) and the County Sanitation District No. 2 of Los Angeles County (Sanitation District) is co-sponsoring a Household Hazardous and Electronic Waste Collection Event (Roundup) to provide Los Angeles County residents an environmentally safe means and place to dispose of household hazardous waste and electronic waste.

Rio Hondo College is supporting this worthwhile project by offering use of Rio Hondo College Fire Training Academy located at 11400 Greenstone Ave., Santa Fe Springs for the Roundup, which is scheduled for June 29, 2019.

The Board of Trustees approved the agreement with County and Sanitation District for the Roundup and authorized the Administration to sign the appropriate documents on behalf of the District.

5. **Approve Classroom Training Agreement – Peace Officer Standards and Training (POST) Course: City of Burbank**

Rio Hondo College Public Safety Department is requesting an Agreement with City of Burbank to provide a Peace Officer Standards and Training (POST) course to City of Burbank Police Officers. The POST course is designed to keep Peace Officers informed of new First Aid and CPR techniques, current Federal and State Laws and recent requirements which affect current law enforcement procedures, refresher training and meet mandated POST training requirements. The curriculum follows the recommended refresher training by the California Commission on Peace Officer Standards and Training.

District will charge a rate of \$50.00 per student per 8-hour course.

It is estimated that there will be 200 students for the term July 1, 2019 through June 30, 2020.

The Board of Trustees approved the Classroom Training Agreement with City of Burbank and authorized the Administration to execute appropriate documents on behalf of the District.

6. **Memorandum of Understanding (MOU): Dental Assistant Program – Tri-Cities Regional Occupational Program (TCROP) 2019-2022**

The Continuing Education Department would like to have an MOU with Tri-Cities Regional Occupational Program (TCROP) to co-sponsor a Dental Assistant Program. Under the MOU TCROP will:

- Provide classroom facilities located at Pioneer High School, 10800 Ben Avon Street, Unit E, Whittier, California, 90606, for a Dental Assistant course which will be offered to Rio Hondo Community College (RHCC) students as well as to TCROP adult students.
- Provide the Dental Assistant course of 420 hours (per school year), as authorized by the State of California Dental Board.
- Provide an instructor(s) for the Dental Assistant course who holds the appropriate

teaching credential issued from the California Commission on Teacher Credentialing and is also certified and licensed by the State of California as an RDA.

- Provide the necessary dental equipment in proper working order for students to complete the program.
- Provide a certificate of course completion for those students who successfully complete the Dental Assistant course.
- Provide free parking to students during class times. Students are responsible for any citations received from parking off campus.
- Provide the following, provided the student successfully completes the requirements:

State of California Radiation Safety Certificate  
State of California Infection Control Certificate  
American Heart Association CPR Certificate

Under the MOU Rio Hondo College (RHC) will:

- Collect tuition from its students and will pay TCROP \$1,200.00 less the partnership fee of \$100.00 for each enrollee.
- Retain all records related to the Dental Assistant course in their original form indefinitely.

Term is from August 1, 2019 through June 30, 2022.

The Board of Trustees approved the MOU with Tri-Cities Regional Occupational Program as summarized above and authorized the Administration to execute the appropriate documents on behalf of the District.

**7. Approve Memorandum of Understanding (MOU): California Virtual Campus – Online Education Initiative: Foothill De Anza Community College District**

Rio Hondo Academic Affairs Office is requesting approval of an MOU with Foothill De Anza Community College, as fiscal agents, for the California Virtual Campus (CVC) - Online Education Initiative.

The CVC Online Education Initiative provides \$15,000.00 per institution to plan and develop an Online Education proposal.

The term begins May 13, 2019 through June 1, 2019.

The Board of Trustees approved the MOU with Foothill De Anza Community College District as summarized above and authorized the Administration to execute the appropriate documents on behalf of the District.

**8. Approve Clinical Training Affiliation Agreement: Orthopedic Technologist Program – St. Joseph Heritage Healthcare**

The Health Science Nursing Department is requesting approval of a Clinical training affiliation agreement with St. Joseph Heritage Healthcare, Anaheim, CA to provide clinical training for students enrolled in the Orthopedic Technologist Program.

The term begins May 10, 2019 and continues through May 9, 2022.



The Board of Trustees approved the Clinical training affiliation agreement with St. Joseph Heritage Healthcare as presented above and authorized Administration to execute the appropriate documents on behalf of the District.

**9. Approve Acceptance of Award – OSHA Basic Safety Training: Southern California Regional Transit Training Consortium (SCR TTC)**

The Southern California Regional Transit Training Consortium (SCR TTC) has awarded Rio Hondo College Career & Technical Education in the amount of \$8,000.00 to provide Two 2-day Training OSHA Basic Safety Courses.

Location	Dates	Amount
Santa Clarita Transit Santa Clarita, CA	June 19 & 20, 2019	\$4,000.00
San Luis Obispo Regional Transit Authority San Luis Obispo, CA	August 7 & 8, 2019	\$4,000.00
Total Amount		\$8,000.00

The Board of Trustees approved acceptance of the award as described above and authorized the Administration to execute appropriate documents on behalf of the District.

**10. Payroll Warrant – Lydia M. Corrales**

Payroll Warrant dated September 10, 2018 issued to Lydia M. Corrales in the amount of \$1,103.01 is a Stale Dated Warrant.

Lydia M. Corrales is requesting the District to issue a replacement warrant. Board approval is necessary in order to issue a replacement warrant based upon L.A. County Education Procedures.

The Board of Trustees approved replacement warrant to Lydia M. Corrales in the amount of \$1,103.01.

**11. Resolution No. 050819 Authorizing The Procurement of District-Wide Waste/Trash Handling Services Without Competitive Bidding**

This item was pulled for discussion and separate action.

**12. Approve Education Subscription Agreement – McGraw-Hill Higher Education**

The Office of Student Success & Retention has selected ALEKS Prep software offered by McGraw-Hill to use during the annual two-week Rio Hondo College Summer Bridge Math Academy.

ALEKS is an adaptive learning software that provides students with individualized course preparation customized according to their unique strengths and weaknesses. This software will target each participant's pre-requisite knowledge gaps and ensure mastery of math skills critical to success in the Fall semester.

The cost of this software is \$20.00 per student to be paid from Basic Skills Initiative Fund. This includes license fee per user, scoring and electronic reporting, and ongoing customer support.

The term will begin on May 11, 2019 and continue through June 30, 2022.

Total cost of licenses to be purchased will not to exceed \$36,000 (see breakdown below):

2019-2020: \$12,000.00 (\$20.00 X 600 students)

2020-2021: \$12,000.00 (\$20.00 X 600 students)

2021-2022: \$12,000.00 (\$20.00 X 600 students)

Total: \$36,000.00

The Board of Trustees approved the education subscription agreement with McGraw-Hill and authorized the Administration to execute the appropriate documents on behalf of the District.

**13. Articulation Agreement for Bachelor of Science in Nursing – University of Phoenix**

Rio Hondo Community College Health Science and Nursing and University of Phoenix (UOP) would like to create this Articulation Agreement to assist associate degree students to complete their Associate's Degree from Rio Hondo College and to continue their education in a bachelor's degree program at University of Phoenix.

There will be no fees for the articulation services provided by UOP to Rio Hondo College.

The Board of Trustees approved the Articulation Agreement with University of Phoenix as summarized above and authorized the Administration to execute the appropriate documents on behalf of the District.

**14. Approve Acceptance of Allocation: 2018-2019 Hunger Free Campus Fund – California Community Colleges Chancellor's Office**

This item was pulled for discussion and separate action.

**15. Approve Revenue Agreement: Spent Brass Ammunition Casing Salvage – Ammo Brothers**

The Public Safety Department requires removal and disposal of spent/used brass ammunition casings from the weapons firing range.

Ammo Brothers will pay the District \$900.00 for each 55 - gallon drum of spent/used brass ammunition casings during the period May 9, 2019 through May 8, 2020.

The Board of Trustees approved the revenue agreement with Ammo Brothers as summarized above and authorized the Administration to sign the appropriate documents on behalf of the District.

**16. Surplus Property**

Below is a list surplus equipment that are non-operational and/or no longer needed for the operation of the Departments.

Qty.	Description	Make/Model	Serial No. / RHC Tag	Department
1	Copier	Gestetner 725	K8565602183 / 0012583	Career Center
1	Copier	Konica C280	A0ED012013167	EOP&S
1	Indoor Cycling Bike	Freemotion #S11.9	12642	KDA
1	Indoor Cycling Bike	Freemotion #S11.9	12628	KDA
1	Indoor Cycling Bike	Freemotion #S11.9	12631	KDA

Education Code Section 81452 states that if the board, by a unanimous vote of those members present, finds that the property is of insufficient value to defray the costs of arranging a sale, the property may be disposed of in the local public dump on order of any employee of the District empowered for that purpose by the board.

The Board of Trustees, determined that the above referenced property is surplus and of insufficient value to defray the cost of arranging a sale, or it may be disposed of in the local public dump on order of any employee of the District empowered for that purpose by the Board.

**17. Change in Name: Facilities Use Agreement – Vertical UAV Solutions Inc. dba Drone University USA**

On April 10, 2019, the Board of Trustees approved Consent Agenda item II.A.4 for a Facilities Use Agreement with Vertical UAV Solutions Inc. dba Drone University USA to conduct Drone Classes at the Fire Academy.

Vertical UAV Solutions Inc. dba Drone University USA sent request to change their name in the Agreement to:

Dronitek Group LLC dba Dronitek Drone Flight Academy.

The Board of Trustees approved the change in name in the Facilities Use Agreement with Vertical Solutions Inc. dba Drone University USA and authorized the Administration to execute appropriate documents on behalf of the District.

**18. Approve Use of San Bernardino County Superintendent of Schools Bid No. 17/18-0955 Furniture: Systems and Stand Alone – Culver-Newlin, Inc.**

Per Public Contract Code Section 20652 the governing board of any community college district without advertising for bids, and when that board has determined it to be in the best interests of the district, may authorize by contract, lease, requisition, or purchase order, any public corporation or agency, including any county, city, town, or district, to lease data-processing equipment, purchase materials, supplies, equipment, automotive vehicles, tractors, and other personal property for the district in the manner in which the public corporation or agency is authorized by law to make the leases or purchases.

The District can utilize the contract awarded by San Bernardino County Superintendent of Schools to Culver-Newlin, Inc. for Bid #17/18-0955 Furniture: Systems and Stand Alone for purchase of furniture (chairs and desk) with cost not to exceed \$107,677.92 to be paid from Basic Skills Pilot Partnership Grant Funds.

The Board of Trustees determined that use of the San Bernardino County Superintendent of Schools Bid #17/18-0955 is in the best interest of the District and authorized the Administration to execute the appropriate documents on behalf of the District.

**19. Approval of Agreement: Fire Related Training – Pacific Road USA, Inc.**

The Department of Public Safety is requesting to have an Agreement with Pacific Road USA, Inc. to provide Fire Related Training (hose and ladder evolutions, fire extinguisher training, physical abilities tests) and a fire station tour for up to 25 Japanese Citizens.

The training and tour will take place on October 20 & 21, 2019.

The District will be paid \$3,000.00 for the 2-day training plus any additional cost (if needed) for supplies.

The Board of Trustees approved the Agreement with Pacific Road USA Inc. as described above and authorized the Administration to execute the appropriate documents on behalf of the District.

**20. Approval of Agreement Number 19112311: Law Enforcement Driving Simulator (LEDS) and/or Force Option Simulator (FOS) Course – Commission of Peace Officer Standards and Training (POST)**

The Department of Public Safety is requesting approval of Agreement 19112311 with the Commission of Peace Officer Standards and Training (POST) to provide four (4) hour Law Enforcement Driving Simulator (LEDS) and/or Force Option Simulator (FOS) Course for up to 1,454 students.

The District will be compensated a not to exceed amount of \$159,940.00 (\$110.00 per student X 1,454).

Term is from July 1, 2019 through June 30, 2020.

The Board of Trustees approved Agreement Number 19112311 with POST in the amount not to exceed \$159,940.00 and authorized the Administration to execute the appropriate documents on behalf of the District.

**21. Approve Clinical Affiliation Agreement: Whittier Hills Healthcare Center**

The Health Science Nursing Department is requesting approval of a Clinical Affiliation Agreement with Whittier Hills Healthcare Center in providing field experience for students.

The term begins August 1, 2019 and continues through September 30, 2022.

The Board of Trustees approved the Clinical Affiliation Agreement with Whittier Hills Healthcare Center as presented above and authorized Administration to execute the appropriate documents on behalf of the District.

**22. Bid #2060 AJ Annex Beam Replacement Project – Change Order #1 – Fast Track Construction**

On April 11, 2018, the Board of Trustees awarded a contract for Bid # 2060 AJ Beam Replacement to Fast Track Construction Inc. in the amount not to exceed \$792,600. A change order for additional work is now requested for the following:

Change Order #1 – Unforeseen Lead containing wood beams. During the demolition of the existing wood beams, it was discovered that the beams contained a very high content of lead material embedded within the wood. In order to properly remove and dispose of the existing beams, special handling was required in order to meet the AQMD requirements for lead removal. The cost to have a hazardous material contractor remove and dispose of the existing beams was negotiated for an amount, not to exceed \$76,500.00.

The Board of Trustees approved Change Order #1 to Fast Track Construction, Inc. in the amount of \$76,500.00 for a total not to exceed contract value of \$869,100.00 from Scheduled Maintenance Funds and authorized the Administration to execute appropriate documents on behalf of the District.

**23. Additional Fees for “L” Tower Seismic Upgrade Project – Division of the State Architect (DSA) Inspections Services – Massadi Enterprises, Inc.**

On November 9, 2016, the Board of Trustees approved Massadi Enterprises, Inc. for DSA Inspection services for the “L” Tower Seismic Upgrade Project in the amount of \$217,500.00. Inspection Services are required by the Division of the State Architect (DSA) to ensure that the general contractor follows each detail of the DSA approved plans and specifications. The Project Inspector is required to keep detailed logs tracking all materials and labor used in the building and is the official representative of DSA on the job Site.

Due to many unforeseen conditions during the construction of the project, additional fees are now being required for inspection services in the amount of \$187,500. to complete the project. The revised contract amount for Massadi Enterprises, Inc. is \$405,000.00.

The proposal has been reviewed by the Program Management staff and the College administration and has deemed the proposal to be acceptable for additional Inspection Fees.

The Board of Trustees authorized an increase to the contract value of Massadi Enterprises, Inc. for additional DSA inspection services in the amount not to exceed \$187,500.00 for a revised total contract amount of \$405,000.00 from Bond Funds and authorized the Administration to execute the appropriate documents on behalf of the District.

**24. New Plumbing at the AJ Annex Administration Building Men's Showers – Alhambra, Backflow, Plumbing & Heating – Lue Plumbing Service**

Currently, at the AJ Annex Building is being refreshed with new paint throughout the interior building, new VCT flooring in the 3 classrooms, new carpet in lobby area, and the remodel of the existing restrooms. Unfortunately, the existing Men's showers are in need of being remodeled with new showerheads, valves, two new sinks in the drying area, and all the necessary plumbing. Four proposals were received to complete this work from the following contractors below;

- 1.) Alhambra, Backflow, Plumbing & Heating / Lue Plumbing Service \$13,000.
- 2.) SGroup Builders, \$14,500.
- 3.) Boomer Construction, \$16,800.
- 4.) GDL, Best Contractors, Inc. \$32,000.

The Program Management Team and Rio Hondo staff has reviewed the proposals and concluded the cost proposal from Lue Plumbing Service is adequate to complete the necessary work in the amount not to exceed \$13,000.00

The Board of Trustees approved the proposal to install new showerheads, new sinks with new plumbing at the AJ Annex Admin. Building from Alhambra, Backflow, Plumbing & Heating/ Lue Plumbing Service in the amount of \$13,000.00 from Bond Funds and authorized the Administration to execute appropriate documents on behalf of the District

**25. Purchase of Used DSA Approved Modular Building – Nursing Program HS 11 Classroom Building – SKC Company**

On November 9, 2016, the Board of Trustees approved the leasing of a DSA approved used building for the Nursing program in the amount not to exceed \$48,000. The building is currently used to accommodate the Nursing Program swing space during the construction of the L Tower seismic upgrade project. \$48,000.00. The leasing agreement has now expired and a renewal of the lease agreement is being required. Due to the many unforeseen conditions that has occurred for the L Tower seismic upgrade project the lease agreement will need to be extended. In discussion to review the current options to either extend the lease agreement or purchase the building. A proposal has been received from SKC Company to purchase the 36 x 40 modular building in the amount not to exceed \$77,550.00.

The Program Management Team and Rio Hondo staff has reviewed the proposal and concluded the cost proposal from SKC Company to purchase the used DSA approved building in the amount not to exceed \$77,550.00 to be appropriate. The Board of Trustees approved the purchase of a used DSA approved 36x40 modular classroom building in the amount of \$77,550.00 from Bond Funds and authorized the Administration to execute appropriate documents on behalf of the District.

**26. Additional Architectural Fees for “L” Tower Seismic Upgrade Project – Westberg & White Architects**

On January 14, 2015, the Board of Trustees approved Westberg & White Architects for Architectural services for the “L” Tower Seismic Upgrade Project in the amount of \$1,785,000., paid through state and bond funds.

Additional services are required to address unforeseen conditions that required additional design from Westberg & White and their consultants in order to submit to the Division of State Architect for review and approval. There are a total of (5) separate Construction Change Directives that have been generated and submitted to DSA for review.

Westberg & White has provided proposals for the additional architectural services needed in order to submit CCD’s to DSA to address the unforeseen conditions in the amount of \$18,200.

The proposals have been reviewed by the Program Management staff and the College administration and has deemed the proposals to be acceptable for additional architectural fees.

The Board of Trustees authorized an increase to the contract value of Westberg & White, for additional architectural services in the amount not to exceed \$18,200.00 for a revised total contract amount of \$1,803,200.00 from State and Bond Funds and authorized the Administration to execute appropriate documents on behalf of the District.

**27. Bid #2047 – Pico Rivera Education Center Project – Deductive Change Order #1 – GDL Best Contractors, Inc.**

On April 19, 2016, the Board of Trustees awarded a contract for Bid # 2047 Pico Rivera Education Center Project to GDL Best Contractors, Inc. in the amount not to exceed \$1,397,688. A deductive change order for the unused allowance amount of \$154,420.65. is being issued to finalize the final contract amount for this project is \$1,243,267.35

The Board of Trustees approved the Deductive Change Order #1 to GDL Best contractors, Inc. in the amount of purchase of \$154,420.65 for a total not to exceed contract value of \$1,243,267.35 from Bond Funds and authorized the Administration to execute appropriate documents on behalf of the District.

**28. Approve Off Campus Project Agreement – Federal Work-Study Program: East Whittier City School District**

The Financial Aid, Scholarships and Veteran Services Department would like to have an Off Campus Project Agreement with East Whittier City School District to enable Rio Hondo students, who qualified for the Federal Work-Study Program, to provide tutoring to East Whittier City School District students in Math, Reading, English and Science subjects.

Rio Hondo students will be paid \$11.00 - \$11.50 per hour from the Work Study Program Grant; as authorized by the U.S. Commission of Education pursuant of Title 1, Part C, of the Economic Opportunity Act of 1964, public Law 88-452, 78 Stat. 573.

Term is from May 9, 2019 through June 30, 2020.

The Board of Trustees approved the Off Campus Project Agreement with East Whittier City School District and authorized the Administration to execute contracts on behalf of the District.

**29. Approval of Agreement: Capital Program Planning – Facilities Planning & Program Services, Inc.**

The Administration would like to have an Agreement with Facilities Planning & Program Services, Inc. (FPPS) to provide Capital Program Planning Services. Scope will include (a) a review/confirmation with Facilities and Campus Personnel on current Facilities Assessment as written in FUSION and (b) conduct a Facilities Condition Assessment.

Term of performance is from May 9, 2019 through June 26, 2019 with a not to exceed amount of \$110,000.00 to be paid from Bond Fund.

The Board of Trustees approved the agreement with FPPS as described above and authorized the Administration to execute the appropriate documents on behalf of the District.

**30. Design Services for Music/Wray Theater Renovation/ Remodel-tBP Architects**

This item was pulled for discussion and separate action.

**31. Prepare the Final Project Proposal (FPP) for the Fine Arts Center Project as Required by the State Chancellor's Office – QDG Architects**

The State Chancellor's Office has informed the college to move the project from the Initial Project Proposal (IPP) phase to the Final Project Proposal (FPP) format. The scope of work includes review and assessment of the current IPP (including cost budgets), meetings with College stakeholders for input, draft the FPP for College review, communications with the Chancellor's Office, and the preparation of the FPP for Board approval prior to submission to the State Chancellor's Office.

QDG Architects have presented a proposal in the amount of \$78,897.00 to prepare the Final Project Proposal (FPP) for Board approval and submission to the Chancellor's Office for the Fine Arts Center.



The Board of Trustees approved the proposal of \$78,897.00 to prepare the Final Project Proposal (FPP) for the Fine Arts Center new construction as required by the State Chancellor's Office by QDG Architects to be paid from Bond Funds and authorized the Administration to execute appropriate documents on behalf of the District

**32. Continuing Education**

- a. Bobbi Mendoza – To provide a class “From Design to Create: Cricut® and Design Space® and Basics” to make DIY projects easier of the Cricut® machine. Students learn to design images using the Design Space software and how to make your own personalized coasters and wine glasses. Dates of service: July 1, 2019 – June 30, 2020. Payment will be split 60% to Rio Hondo College and 40% to consultant.
- b. George Diaz – To provide an introductory course to guitar chords, notes scales and improvisation. Moreover, emphasis will be on teamwork, creativity and appreciation of this instrument. Dates of service: July 1, 2019 – June 30, 2020. Payment will be split 60% to Rio Hondo College and 40% to consultant.
- c. Quayum Abdul – To prepare participants to design and install solar panels and learn how to make your own home essentials, such as bath bombs, candle making, soap making and body butter classes. Dates of service: July 1, 2019 – June 30, 2020. Payment will be split 60% to Rio Hondo College and 40% to the consultant.
- d. Amanda Bosson – To provide classes to help students in “Kids College” help strengthen skills through reinforcement and repetition for math, reading, writing, public speaking. Dates of service: July 1, 2019 – June 30, 2020. Payment will be split 60% to Rio Hondo College and 40% to the consultant.
- e. Sheena Monique Castillo – To present “Introduction to Ballet” and enhancement in coordination, balance & flexibility. Students will learn proper form in basic ballet positions, steps and terminology through exercise performed at the barre & center floor consistent with traditional ballet training. Dates of service: July 1, 2019- June 30, 2020. Payment will be split 60% to Rio Hondo College and 40% to the consultant.
- f. Robert Cullen – To provide expertise in helping families cope successfully with healthcare financial crisis, this class helps guide families through the perils of caring for elderly people during their last years, by teaching consumers how to obtain government assistance to pay for long-term care without having to go broke fast. Dates of service: July 1, 2019 – June 30, 2020. Payment will be split 60% to Rio Hondo College and 40% to the consultant.
- g. Deborah Diaz – To provide a class where students learn the art of Mosaic Art, creating unique art by cutting stained glass, plates, tile and other materials such as pebbles, old jewelry and much more. Dates of service: July 1, 2019 – June 30, 2020. Payment will be split 60% to Rio Hondo College and 40% to the consultant.
- h. Janelle Gonzalez – To provide a dance class where students learn Danza Movimiento, a dance class that combines 4 styles of dance techniques. Class will be accompanied by contemporary and traditional music, as well as, live drumming to keep both rhythms and timing of body movement, positions and steps Dates of service: July 1, 2019 – June 30, 2020. Payment will be split 60% to Rio Hondo College and 40% to the consultant.
- i. Kathleen Hannah – To instruct Reiki Courses for nursing students. Instruction on Usui Healing System, demonstration of hand placement, a level of attunement and channeling of Reiki energy and practicing in giving a Reiki

healing treatment. Kathleen has been teaching with Continuing Ed since 2010. Dates of service: July 1, 2019 – June 30, 2020. Payment will be split 60% to Rio Hondo College and 40% to the consultant.

- j. Timothy Hawkins – To provide a class designed to give wrestlers an opportunity to improve upon their wrestling skills along with enhancing their tactical understanding of the sport of collegiate wrestling. The goal of improving the overall health and well-being is also visited. Dates of service: July 1, 2019 – June 30, 2020. Payment will be split 60% to Rio Hondo College and 20% to the consultant.
- k. Valeree P. Lee – To provide a class “The Art of Staying Employed in an Age of Change. Staying employed means adopting and maintaining efficient and productive habits with a dash of can do attitude. Learn how you can succeed. Find out what skills and training are needed to land and keep a job. Dates of service: July 1, 2029 – June 30, 2020. Payment will be split 60% to Rio Hondo College and 40% to the consultant.
- l. Jose Maldonado – To provide a class designed to give wrestlers and opportunity to opportunity to improve upon their wrestling skills along with enhancing their tactical understanding of the sport of collegiate wrestling. The goal of improving the overall health and well-being is also visited. Dates of service: July 1, 2019 – June 30, 2020. Payment will be split 60% to Rio Hondo College and 20% to the consultant.
- m. Erica Mata/Apex Education Group – To provide a class for students to learn how to become an official Live Scan Fingerprint Provider for the State of California and also become an Official Wedding Officiant, learning how to perform wedding ceremonies and become a certified ordained officiant. Dates of service: July 1, 2019 – June 30, 2020. Payment will be split 60% to Rio Hondo College and 40% to the consultant.
- n. Notary Public Seminars – To provide a class for students to learn how to become a Legal Document Assistant, work for a law firm or become an Alternative Legal Service Provider preparing legal documents for clients who want to represent themselves in court. Dates of service: July 1, 2019 – June 30, 2020. Payment will be split 60% to Rio Hondo College and 40% to the consultant.
- o. Notary Public Seminars – To provide a course that will equip the student with all the skills to be an effective notary, this is a Notary Renewing Course. Dates of service: July 1, 2019 – June 30, 2020. Payment will be split 60% to Rio Hondo College and 40% to the consultant.
- p. Dov Simens, Hollywood Film Institute, Inc. – To provide a 2-Day Film School – students will learn how to make their first feature film on a budget, how to write, direct, shoot and edit. Dates of service: July 1, 2019 – June 30, 2020. Payment will be split 60% to Rio Hondo College and 40% to the consultant.
- q. Carolyn Simon – To provide a Make Up Artistry Courses/Certifications for students to learn how to apply make up to yourself and others with live demonstrations and hands-on experience. Dates of service: July 1, 2019 – June 30, 2020. Payment will be split 60% to Rio Hondo College and 40% to the consultant.
- r. Voices for All LLC – To provide “Intro to Voiceovers”: Explore the voice over industry, discover current trends in the industry and how they make it easy and affordable for you. You will learn about different types of voiceovers and the tools you need to find success. Dates of service: July 1, 2019 – June 30, 2020. Payment will be split 60% to Rio Hondo College and a40% to the consultant.

- s. Yi-Ping Wang – To provide a “Digital Camera & Smart Phone Workshop” Students will learn the basic photography theory and understand how cameras work with a simple logical way to make the most out of its settings. Topics include photo-composition, close up, built in flash, white balance, depth of field and many more. Dates of service: July 1, 2019 – June 30, 2020. Payment will be split 60% to Rio Hondo College and 40% to the consultant.
- t. Akemi Welsh; Polynesian Paradise Dancers – To provide a class where students will learn the Hula, Tahitian Drumming and the Ukulele. They will learn the exotic dances & music of the Hawaiian Islands. This low impact activity is great for children through adults. This is a great way to stay active by learning the measure behind those graceful hand gestures and move to the music of the islands. Dates of service: July 1, 2019 – June 30, 2020. Payment will be split 60% to Rio Hondo College and 40% to the consultant.
- u. Ronald Wayne Williams, Trust Auto Sales – To provide a class for students to learn how to make money by buying and selling wholesale cars from home, or simply buying cars for your friends, family or yourself at wholesale prices. A step-by-step guide on how to get a DMV auto dealer license to operate a license and operate a profitable used car business. DMV approved course. Dates of service: July 1, 2019 – June 30, 2020. Payment will be split 60% to Rio Hondo College and 40% to the consultant.

### **33. Consultants**

- a. Center for Transportation and the Environment – To provide consultant services to the NSF Grant #1700708. This grant was previously submitted on April 10, 2019 with incorrect amount. Grant payment over three years not to exceed \$40,680.00 as per grant. Year one 2018 not to exceed \$15,605.00; Year 2019 not to exceed \$13,250.00, Year three 2020 not to exceed \$11,825.00. Date of service: February 1, 2018 to December 31, 2020. Cost not to exceed \$40,680.00 from NSF Consultant Grant.
- b. Career and Technical Education Services – To provide Project Manager for Rio Hondo College led Strong Workforce Round 2 Regional Project “Energy Construction & Utilities – Sustainability”. Dates of service: August 1, 2018 to December 31, 2019. Cost not to exceed \$50,000. Requesting amended amount of consultant agreement to be increased by \$40,000 to not to exceed \$90,000. Original approved July 11, 2018; Agenda Minutes Pg. 16 #38-a from Strong Workforce Regional Round 2 – Energy Grant.
- c. Education4Work – To develop and deliver presentation related to Work Place Learning Strategies at Career Pathway as Specialists Training provide the keynote speech for the Work Based Learning Training Retreat for the Career Pathways Specialists. Dates of service: May 15-27, 2019. Cost not to exceed \$2,000 from Round 2 Strong Workforce Regional – Career Pathways Specialists Grant.
- d. The Leadership Consultancy – to assess staff strengths and development needs in the delivery of financial programs and services to students emphasizing best practices. Dates of service: May 10, 2019 – September 30, 2019. Cost not to exceed \$3,800 from Title V Grant.

- e. NFTE-LA Regional Office – to provide curriculum development to integrate entrepreneurship content and instructional support for three (3) existing tracks to be used as part of CAMP Rio programming: Coding, Electronic Music, and Photography. NFTE will work directly with the three Rio faculty implementing these courses. Dates of service: May 15, 2019 – December 31, 2019. Cost not to exceed \$2,100.00 from US Dept. of ED Title V Grant-Supplemental Funding: CAMP Rio.
- f. NFTE-LA Regional Office – To develop and implement BizCamp, a one-week entrepreneurship camp for high school students. Dates of service: May 11, 2019 – August 15, 2019. Cost not to exceed \$6,500.00 from US Dept. of ED Title V grant-supplemental funding.
- g. On Course, Inc. – To provide a two-day training that will provide faculty and “Success Coaches” with a multitude of strategies to enable them to engage students in active learning in the classroom across all disciplines. Dates of service: August 13-14, 2019. Cost not to exceed \$7,945.37 from BSI Grant.
- h. Lynn Wang – To provide a workshop titled “Financial Habitudes” (Three workshop sessions) students will actively sort out cards from the money habitudes deck. These cards are being used to help students understand everyone’s underlying financial biases and motivations. This workshop will help improve financial literacy for students during Summer Bridge program. The goal is to get students talking openly about money, to discover their own underlying habits and attitudes about money, and gain insight into how these influence financial, relationships, career and personal decisions. Dates of service: July 9, 2019, July 18, 2019 and August 1, 2019. Cost not to exceed \$300.00 from Title V Grant.
- i. Eligio Martinez – To lead assessment of the LEGACIE Mentor Program. He will outline recommendations for program in improvement and help the LEGACIE steering committee form goals, objectives and program structure will be identified to support the growth of the program into the second year. Dates of service: May 9, 2019 – June 30,2019. Cost not to exceed \$3,500.00 from Student Equity Grant.
- j. Hilda Franco – To present, facilitate and advise for Social Justice Leadership Institute as well as Queer Pride Initiative Events. Consultant will develop and lead culturally specific and appropriate services for student leaders and queer students as part of established Student Life programs. Consultant will assist in coordination of training and development for all incoming student leaders as part of summer training initiatives. Dates of service: May 10, 2019 – June 30, 2019. Cost not to exceed \$750.00 from Student Equity Grant.
- k. Frank Harris III – To facilitate two (2) days of Rio Teaching and Learning Institute for adjunct and new instructors. Participants will learn about culturally responsive teaching as a pedagogy and a practice. Dates of service: June 13-14, 2019. Cost not to exceed \$7,500.00 from Student Equity Grant.

**B. PERSONNEL**

**1. Academic**

**a. Special Assignments, Spring 2019**

The following instructor to be paid a \$450 stipend, paid out of Basic Skills Initiative funds, to prepare workshop materials and provide orientation trainings for English faculty who will be facilitating Summer Bridge English workshops.

KOGER, Michael

Comm. & Languages

The following instructors to be paid a \$250 stipend, paid out of Basic Skills Initiative funds, for participating in a Summer Bridge Math faculty orientation. Training will include utilizing ALEKS Math software and overview of supplemental activities to facilitate during Summer Bridge Math workshops.

ARCHAMBAULT, Alan	MSE
DAMMENA, Dimetros	MSE
GARCIA, Nancy	MSE
HERNANDEZ-SAUL, Cynthia	MSE
MIYAHARA, Jeffrey	MSE
OKELBERRY-GONZALEZ, Lydia	MSE
RYAN, Mutsuno	MSE

The following instructor to be paid a \$450 stipend, paid out of Basic Skills Initiative funds, to coordinate set-up of ALEKS software student licenses and provide orientation trainings for Math faculty who will be facilitating Summer Bridge Math workshops.

PITASSI, Matthew	MSE
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The following Math faculty members will participate in a one-day Metacognitive Student Support Training. This training provides resources and professional development for math faculty who will be teaching corequisite support classes for transfer level math courses in the fall, specifically to be prepared to teach the study skills, time-management, mindset, reading strategies and self-assessment topics on the corequisite course outlines. Faculty members will earn a \$150 stipend, paid out of Basic Skills Pilot Partnership funds, for participating in the training and completing a reflection on how they will incorporate these resources and strategies into their classes.

ARIAS, Adriana	MSE
CHOI, Ying	MSE
ENGLISH, Cameron	MSE
FUNG, Hank	MSE
GARCIA, Nancy X.	MSE
GRIFFITH, Leah	MSE
GUO, Dan	MSE
HE, Fendi	MSE
HOLBROOK, Veronica	MSE
HSIAO, Jupei	MSE
IRWIN, Erin	MSE
JOHNSON, Johnny	MSE
LOW, Joyce	MSE
LY, Hoa	MSE
RAMIREZ, Claudia	MSE
RYAN, Mutsuno	MSE
SIERRA, Mayra	MSE
TRAN, Lynn	MSE
TRESS, Marguerite	MSE
TSENG, Kelly	MSE
WONO, Katrina	MSE

The following Math faculty members will participate in a one-day Statistics Activities Training. This will be a hands-on training for activities and online resources for a transfer-level Statistics class, with or without a corequisite support class. Faculty members will earn a \$150 stipend, paid out of Basic Skills Pilot Partnership funds, for participating in the training and completing a reflection on how they will incorporate these resources and strategies into their classes.

ARIAS, Adriana	MSE
CHOI, Ying	MSE
FUNG, Hank	MSE
GARCIA, Nancy X.	MSE
HE, Fendi	MSE
HSIAO, Jupei	MSE
JOHNSON, Johnny	MSE
JUNG, Duhwa	MSE
LOW, Joyce	MSE
LY, Hoa	MSE
MAYER, Krysia	MSE
RAMIREZ, Claudia	MSE
RYAN, John K.	MSE
RYAN, Mutsuno	MSE
SIERRA, Mayra	MSE
TRESS, Marguerite	MSE
WONO, Katrina	MSE

The following instructor will be paid a stipend, not to exceed \$3,600, paid out of Student Equity funds, for participating in the Statistics Support Lab. The Stipend includes the delivery of one-on-one and small group tutoring lessons. This instructor was previously approved on February 20, 2019 for the amount of \$2,100. This is to request an increase of \$1,500 for additional hours of service provided.

PITASSI, Matt	MSE
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The following instructor will be paid a stipend in the amount of \$1,000, paid out of Staff Development funds, for updating/maintaining the FLEX Reporter software for Rio Hondo College during the 2018-19 Academic Year.

KOUTROULIS, Matt	MSE
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Each of the following instructors will be paid a stipend, not to exceed \$150, paid out of Basic Skills Initiative funds, for participation in a one-day “Project-Based Learning: Sustained Support” professional development workshop for follow-up coaching on their project-based learning design and implementation.

KOWALSKI, Vic	MSE
VALDIVIA, Irma	Behavioral & Social Science

Each of the following instructors will be paid a stipend, not to exceed \$150, paid out of Title 5 grant, for participation in a one-day “Project-Based Learning: Sustained Support” professional development workshop for follow-up coaching on their project-based learning design and implementation.

LYNCH, Sheila	Arts & Cultural Programs
MADRIAGAL, Ea	Behavioral & Social Science
MARKOSSIAN, Marina	Comm. & Languages

Each of the following instructors will be paid a stipend, not to exceed \$450, paid out of Basic Skills Initiative funds, for participation in “Project-Based Learning 101 Institute,” a three-day professional development training to design, support, and evaluate collaborative and experiential learning experiences for improved student success.

BASE, Melissa	Comm. & Languages
BENZAHERA, Sidi	MSE
CHANG, Chiu Chin	Comm. & Languages
DALLA DEA, Ariane	Behavioral & Social Sciences
DAZA, Igor	Counseling
GARICA-RIOS, Fatima	Comm. & Languages
GRAHAM, Lynne	MSE
HE, Fendi	MSE
HERNANDEZ-SAUL, Cynthia	MSE
JENSEN, Zachary	Comm. & Languages
MARTINEZ, Chelsea	MSE
MOLINA, Claudia	MSE
MOSLEY, Kimberly	CTE
OLDHAM, Carolyn	Library
OLIVAS, Sally	Comm. & Languages
PEREZ VILLANUEVA, Norma	Comm. & Languages
RODRIGUEZ, Jasmine	Comm. & Languages
ROMO, Claudia	Counseling
VELASQUEZ, Kelly	Behavioral & Social Sciences

Each of the following instructors will be paid a stipend, not to exceed \$450, paid out of Title 5 grant, for participation in “Project-Based Learning 101 Institute,” a three-day professional development training to design, support, and evaluate collaborative and experiential learning experiences for improved student success.

ALMENA, Miguel	Arts & Cultural Programs
ARAGUNDI, Karl	KDA
BECK, Karen	Behavioral & Social Sciences
COOMBS, Kimberly	MSE
ENGLISH, Cameron	MSE
GARG, Garima	MSE
GRIFFITH, Leah	MSE
HOLBROOK, Veronica	MSE
IRWIN, Erin	MSE
JAVANMARD, Mike	Behavioral & Social Science
LEE, Young	Library
RHODES, Angela	Comm. & Languages
SOTELO, Angela	Counseling
TIEU, David	Counseling
VALENZUELA, Javier	Arts & Cultural Programs

The following instructor will be paid a stipend in the amount of \$300, paid out of Online Education funds, for participation in the Peer Online Course Review via @One. The instructor completed a subsequent evaluation and reflection of the training.

PFEIFFER, Jill	Behavioral & Social Sciences
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b. Part-time, Summer 2019

Communications and Languages

MASSIMINO, Brian

c. Hourly as Needed, Summer 2019

Adult Education

DIAZ, Sandy

CALWORKs

SILVA, Diego

Career and Technical Education

ANDERSON, Jill

DIGHERA, Michael

DORNEAN, Marius

FRALA, John

HERZFELD, Shari

LINDY, David

OLSON, Eric

ROMO, Claudia

TOMROY, Steve

(Strong Workforce Program Regional Fund Round II)

BLOD, Lisa                      Counselor

ROGERS, Hsin-Neh            Counselor

Communications and Languages/LAC

AGACER, Adrian

MATA, Moises

HERNANDEZ-SAUL, Cynthia

Counseling

ALVARADO, Guadalupe

BARRIOS, Christina

BERNTHAL, Wyatt

CASTANEDA, Arely

CUEVAS, Victoria

DAZA, Igor

DE LEON, Maribel

MARTINEZ, Angelica

PICHARDO-DIAZ, Dorali

RAMIREZ, Elizabeth

RIVERA, Mary

RODARTE, David

SANDOVAL, Flor

SOTELO, Angela

ESTRADA, Reasey

FLORES, Julio

FLORES-OLSON, Troy

HART, Jeremy

HERNANDEZ, Monica

HERNANDEZ, Yunior

HUINQUEZ, Jorge

LARA, Jose

LOPEZ-MORENO, Nadia

LUCERO, Andreina

THOMAS, Julius

TIEU, David

TORRES, Anacany

VALLADARES, Diana

VILLANUEVA, Viviana

VU, Irene

WAUGH, Christine



Disabled Students Programs and Services

GAW, Rose  
LAMPERT, Katherine

EOPS

CAMACHO, Tammy  
CLARK, Mary Dennyse  
GARCIA, Yvette  
O'BRIEN, Katie  
REYES, Dianna  
RODRIGUEZ, Jose  
SAIKALI, Leina

GUARDIANS SCHOLARS

SAENZ, Marisela

Health Science and Nursing (HWI Grant)

HERZFELD, Shari

Library

ARENAS-VELLANOWETH, Vivian  
BABOU, Robin  
BEELER, Gabriel  
GARCIA, Patricia  
GUTER, Bruce  
LEE, Young  
OLDHAM, Carolyn  
PALACIOS, Cynthia  
RIVAS, Claudia  
SINGH, Gina  
TRUONG, Irene  
YOUNG, Brian

Math, Sciences and Engineering

SPIELER-PERSAD, Gisela

PASS

SANDOVAL, Flor  
WAUGH, Christine

Public Safety

CARLSON, Kenneth	NUNES, FRANK
HARMANN, James	ODONNELL, Kevin
JONES, Timothy	RAMIREZ, Eugene
LEE, Michael	VARON, Deborah

Student Health and Psychological Services

CHAVEZ, Daniela  
HEAP, Glenn  
SANCHEZ, Denna

Student Success

BARRIOS, Christina  
CASTADENA, Arely  
DAZA, Igor  
ESTRADA, Reasey  
LOPEZ MORENO, Nadia  
LUCERO, Andreina  
SANDOVAL, Flor  
SOTELO, Angela  
TORRES, Anacany  
WAUGH, Christine

Student Success and Retention

ARCHAMBAULT, Alan - Math, Science, and Engineering  
BARRIOS, Christina – Counseling  
DAMMENA, Dimetros - Math, Science, and Engineering  
ESTRADA, Reasey – Counseling  
GARCIA, Nancy – Math, Science, and Engineering  
JENSEN, Zachary – Communications and Languages  
KEAWE, Gloria - Communications and Languages  
HERNANDEZ-SAUL, Cynthia - Math, Science, and Engineering  
LARA, Jose – Counseling  
LOPEZ, Nadia – Counseling  
LUCERO, Andreina – Counseling  
LYNCH, Sheila – Arts and Cultural Programs  
MIYAHARA, Jeffrey - Math, Science, and Engineering  
O'BRIEN, Katie – EOP&S  
OKAMOTO, Tyler – Communications and Languages  
OLIVAS, Sally - Communications and Languages  
OKELBERRY-GONZALEZ, Lydia - Math, Science, and Engineering  
PARSEGHIAN, Levon – Communications and Languages  
PEREZ-VILLANUEVA, Norma - Communications and Languages  
PITASSI, Matt – Math, Science, and Engineering  
ROMO, Claudia - Counseling  
RYAN, Mutsuno - Math, Science, and Engineering  
TIEU, David – Counseling  
TORRES, Anacany – Counseling  
WAUGH, Christine - Counseling

Veterans Services

CASTANEDA, Arely

d. Resignation

MAKI, Lauren, Full-Time Counselor, Counseling. Her last day of employment was April 18, 2019.

e. Retirement

NYAGGAH, Lynette, Full-Time Faculty, Communications and Languages. Her last day of employment will be May 23, 2019, with her first day of retirement being May 24, 2019.

2. **Classified**

a. Employment, 2018- 2019

ENRIQUEZ, Matthew, Tool Room Attendant, 25%, 11 months, Career and Technical Education, effective April 15, 2019

GRAHAM, Christine, Physical Education and Athletic Equipment Attendant, 45%, 8 months, Kinesiology, Dance and Athletics, effective April 29, 2019

OREJEL, Jose, Clerk Typist II, 100%, 11 months, South Whittier Educational Center, effective April 24, 2019

Promotion

ARRIAGA, Francine, International Student Specialist, 100%, 12 months, International Student Program, effective May 6, 2019

ROMO, Araceli, Senior Secretary, 100%, 12 months, Student Success, effective May 1, 2019

Substitutes, 2018 – 2019

SANCHEZ, Lorena, Clerk Typist II, EMEC, effective April 29, 2019

b. Resignation

FLORES, Eder, Student Services Assistant, 100%, 12 months, Counseling. His last day of employment was April 17, 2019.

3. **Unrepresented, (AP 7130), 2018-19**

a. Employment, 2018–2019

Continuing Education

Lecturers

ALVA, Jessica

VARKATZAS, Nick

DUSATKO, Larry

Communications and Languages/LAC

Tutor II

LI, Yanping

Math, Sciences and Engineering

Tutor II

LEUNG, Joshua

TRIO/Student Support Services

MEDINA, Maria

Student Success Coach II

ALVAREZ, Pedro

Student Success and Retention

FREEBORN, Cristina

Student Success Coach II

ANAYA, Laura

ESPINOZA, Anthony

Students, 2018 – 2019

AGUIRRE, Jesus, Student Life and Leadership

APODACA, Joyce, Student Life and Leadership

BALDERRAMA, Lauryn, First Year Success Center

FLORES, Brandon, Admissions and Records

HERRERA, Danielle, Math, Science and Engineering

MENDOZA, Griselda, Student Life and Leadership

RODRIGUEZ, Alejandra, First Year Success Center

4. **Declaration of Indefinite Salaries for Retroactive Pay for 2019-2020 for Managers, Faculty, Confidential, and Classified Employees**

Although Education Code Section 45032, 45162, and 87806 provides that salaries can be set at any time during the year, Education Code does not permit retroactive pay. The California Constitution (Article 11, Section 10) prohibits officers or employees from receiving additional compensation for services already rendered. However, courts have generally allowed retroactive pay increase within the constitution, if salaries were legally “indefinite”. In order to do so, since salaries for 2019-20 for Faculty, Administrators, Confidentials and Classified employees may not be set before the school year begins, the Board must take action declaring salaries as “indefinite” for 2019-20.

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:

**HET 125:** Introduction to Diesel Engines, Fuel Systems and Emissions  
(Career & Technical Education)  
Degree Applicable; (3.0 Units)

**Justification:** This course is one of the five courses required for the new Certificate of Achievement in Heavy Equipment Maintenance Technician that is currently under development at the recommendation and approval of the heavy equipment advisory committee members. Its purpose is increasing the employment opportunities of those students that will successfully complete all five courses, which could be accomplished in one year. Heavy equipment machinery is used in a variety of industries such as material handling, construction, transportation, and power generation, and in places such as municipalities, counties, fire

departments, contractor's warehouses, rental equipment yards, parks and recreation, and many others. The students acquiring the skills necessary to service this this kind of equipment will be prepared for employment as a maintenance technician in the heavy equipment field.

**HMLD 200:** Foundations of Critical Infrastructure Protection  
(Public Safety)

Degree Applicable; (3.0 Units)

**Justification:** This is a new course that will be a part of the HMLD degrees and certificate of achievement.

**b. New Non-Credit Course**

The following non-credit courses have been recommended for inclusion in our offerings and the catalog:

**NAJ 001:** Public Safety Careers

(Public Safety)

8 Lecture Hours

**Justification:** Inquirers who have a general interest in the field of Public Safety need guidance in navigating the diverse careers in the field, potential pathways to entry-level positions, and the training requirements and opportunities. Additionally, Pre-Academy inquirers' commitment to training towards a pathway goal is enhanced by orientations to the dynamic responsibilities, challenges, rewards of the Public Safety profession, to the expectations of personal integrity, and to the network of instructors, field trainers, and supervisors who serve various mentoring capacities.

**NAJ 002:** Public Safety Officer Employment Readiness: Oral Interview and Personal History

(Public Safety)

8 Lecture Hours

**Justification:** The job application process in public safety fields is multifaceted, and access to orientation and guidance from field professionals and recruitment managers will help ensure a successful application process. The Personal History Statement and Oral Interview are key components of the background investigation in application process for careers in Public Safety.

**NAJ 003:** Public Safety Officer Lifetime Wellness and Stress Management I

(Public Safety)

8 Lecture Hours

**Justification:** Public Safety officers need to know how to apply methods for evaluating and managing their physical fitness for a healthy lifestyle necessary for safety and effectively performing duties; must recognize that physical fitness and proper nutrition are critical to maintaining body composition, physical conditioning, and reducing their risk of illness or injury; must learn to recognize the causes of stress and how to manage it effectively in order to protect their personal health and ensure their ability to perform their duties.

**NAJ 004:** Introduction to Laws of Arrest/Search and Seizure  
(Public Safety)

4 Lecture Hours

**Justification:** Public Safety officers must have an understanding of the amendments to the U.S. Constitution, and similar sections of the California Constitution that are related to the authority, liability, and responsibility they have in making arrests and in executing searches and seizures.

**NAJ 005:** Fundamentals of Report Writing  
(Public Safety)

8 Lecture Hours

**Justification:** A Public Safety officer's ability to clearly document the facts and activities of an investigation not only reflects on the officer's own professionalism, but also on the ability of the justice system to prosecute the criminal case.

**NAJ 006:** Public Safety Officer Lifetime Wellness and Stress  
Management II  
(Public Safety)

6 Lecture Hours

**Justification:** Public Safety officers need to know how to apply methods for evaluating and managing their physical fitness for a healthy lifestyle necessary for safety and effectively performing duties; must recognize that physical fitness and proper nutrition are critical to maintaining body composition, physical conditioning, and reducing their risk of illness or injury; must learn to recognize the causes of stress and how to manage it effectively in order to protect their personal health and ensure their ability to perform their duties.

**NAJ 007:** PELLETB: Exam Preparation  
(Public Safety)

4 Lecture Hours

**Justification:** The passing of the PELLETB test is a common obstacle for those seeking admission to the Police Academy. This course supports students in a comprehensive preparation of the multiple components of the written exam and provides resources for self-study.

**NVOC 021:** OSHA 10 for General Industry  
(Career & Technical Education)

14 – 18 Lecture Hours

**Justification:** The Occupational Safety and Health Administration (OSHA) requires most employers across all industries to educate and train workers regarding their rights to a healthy and safe workplace. While some employers do meet OSHA expectations for worker safety training for task specific work activities many employers fail to meet expectations for increasing worker understanding and awareness of various hazards in the workplace. This course increases employment opportunity for anyone seeking to enter into the workforce, changing or moving into another occupation/job, or just seeking to better understand the role of health and safety in the workplace.

**NVOC 027:** OSHA 10 for Construction  
(Career & Technical Education)  
14 – 18 Lecture Hours

**Justification:** The Occupational Safety and Health Administration (OSHA) requires most employers across all industries to educate and train workers regarding their rights to a healthy and safe workplace. While some employers do meet OSHA expectations for worker safety training for task specific work activities many employers fail to meet expectations for increasing worker understanding and awareness of various hazards in the workplace. This course increases employment opportunity for anyone seeking to enter into the workforce in the construction trades, meets current expectations for existing construction workers or contractors wishing to access construction sites, or for those just seeking to better understand the role of health and safety in the workplace.

This course will offer a non-credit alternative to TCED044 OSHA-10 for the Workplace which will focus on workplace safety for Construction Industry. An equivalent non-credit course with focus on Safety Standards in General Industry can be taken along with this course for credit for TCED044.

**c. Unit/Hour Change**

The following courses have been recommended for a unit/hour change to reflect an increase/decrease in course content.

**FAC 043:** Advanced Fire Course  
Unit Change: From: .074 to 1.482  
To: .148 to 2.962

**FTEC 150:** Truck Academy Operations  
Unit Change: From: 2.0 to 2.5  
Hour Change: From: 20 Lecture/60 Lab  
To: 25 Lecture/60 Lab

**d. New Program**

The following degrees/certificates have been recommended for Inclusion in our offerings and catalog.

**Certificate of Achievement – Health Science  
Preparation**  
(21.5 Units)

**11. Resolution No. 050819 Authorizing The Procurement of District-Wide Waste/Trash Handling Services Without Competitive Bidding (See Attachment)**

This item was pulled for discussion and separate action. President Dreyfuss reviewed this item with legal counsel and clarified for the Board that this is the first step to approve the resolution and then go out through the RFP process.

Trustee Mendez requested that the District's RFP specify that vendors be union shop and also support environmental efforts.

93.

On the motion of Ms. Lomeli, seconded by Ms. Laureano, the Board voted unanimously by the five members present [García, Lomeli, Mendez, Santana, Valladares] and the Board of Trustees approved Resolution No. 050819 authorizing the District to procure District-Wide Waste/Trash Handling Services **without competitive bidding** and authorized the Administration to execute the appropriate documents on behalf of the District. The Student Trustee advisory vote was aye.

The Board of Trustees approved Resolution No. 050819 authorizing the District to procure District-Wide Waste/Trash Handling Services without competitive bidding and authorized the Administration to execute the appropriate documents on behalf of the District.

**14. Approve Acceptance of Allocation: 2018-2019 Hunger Free Campus Fund – California Community Colleges Chancellor’s Office**

This item was pulled for discussion and separate action.

The Board commended staff on the District’s response to assist students with additional services to address food insecurity. The Board requested that the data analysis be shared on social media to alert students and the community as well.

94.

On the motion of Ms. Santana, seconded by Mr. Valladares, the Board voted unanimously by the five members present [García, Lomeli, Mendez, Santana, Valladares] and the Board of Trustees approved acceptance of the allocation as described and authorized the Administration to execute the appropriate documents on behalf of the District. The Student Trustee advisory vote was aye.

The California State Legislature approved \$2.5 million dollars of one-time funding in the 2017-18 State Budget for California Community Colleges willing to provide particular services that address the food security of their students. The 2018-19 State Budget allocated \$10 million of additional funds. In order to receive these funds, and pursuant to EC Section 66027.8 (c), colleges must facilitate the activities listed below:

- (1) Designating campus employees to help ensure that students have the information they need to enroll in Cal Fresh.
- (2) Hosting a food pantry or regular food distributions on campus. The campus may partner with a local food bank or food pantry to support this activity.

The Hunger Free Campus funds are being distributed through standard apportionment processes and the amount each college is eligible to receive is based on total student enrollment per the final 2016-17 Recalculation FTES Report and is contingent on facilitating the activities identified above. The allocations are attached and will be issued in P1. Colleges have until June 30, 2020 to expend the funds. Colleges will be required to submit a Mid-Term Expenditure Report by July 15, 2019, and a Final Expenditure Report due July 30, 2020.

The Chancellor's Office allocated \$100,757.00 to Rio Hondo College.

**30. Design Services for Music/Wray Theater Renovation/ Remodel-tBP Architects**

This item was pulled for discussion and separate action.



Trustee Mendez elaborated that this is going to be a large project and the Board will monitor as appropriate.

95.

On the motion of Ms. Garcia, seconded by Mr. Valladares, the Board voted unanimously by the five members present [García, Lomeli, Mendez, Santana, Valladares] and the Board of Trustees approved the architectural contract with tBP Architects for design services for the Music/Wray Theater renovation/remodel in the amount not to exceed \$1,788,000 from State and local Bond Fund and authorized the Administration to execute appropriate documents on behalf of the District. The Student Trustee advisory vote was aye.

In 2016, California voters approved Proposition 51, a facilities bond, providing a \$2 billion infrastructure investment in California's community colleges. While only five projects were initially funded in 2018-19, the proposed 2019-2020 budget funds an additional 27 capital outlay projects, including Rio Hondo College's Music/Wray Theater Renovation.

The approximately \$24 million Music/Wray Theater renovation is supported with State funds of \$11.5 million with the remainder to be funded through the college's Bond. The Chancellor's Office expects to notify districts in mid-June of funding for the preliminary and working drawings, amounting to \$2.2 million as per the State Chancellor's Office approved Final Project Proposal (FPP).

tBP Architects have presented a proposal in the amount of \$1.788 million to prepare preliminary and working drawings for the Wray/Music Theater remodel. This fee includes services provided by the Civil, Structural, Mechanical, Electrical, Plumbing, AV/IT, Landscape, Fire Protection, Theater and FF&E Consultants. From a functional perspective, such architectural services will cover all phases of the project from the design process starting with the preliminary plan submittal, through DSA submittals and approvals, the bidding phase as well as construction phases, and the final project close out.

tBP Architects bring extensive design experience in the community college arena, with over 450 renovation/modernization and 300 major new construction projects at 78 California community colleges, totaling \$1.5 billion. Additionally, tBP Architects possess unparalleled and specialized experience having completed 28 Performing Arts/Theater buildings, including Performing Arts/Theater complexes at nearby Cerritos, Citrus, Cypress, Mira Costa, Palomar, Saddleback, and Santiago Canyon Colleges.

### III. ACTION ITEMS

#### A. PRESIDENT'S OFFICE

##### 1. Revision of Board Policies (Final Adoption)

Trustee Garcia stated for the record that there was no public discussion on Board Policy 6323 – Debt Management. She specifically spoke about the process of getting policy to the Board and requested that this topic be visited at a future Board Study Session. While Bond Legal Counsel recommends this policy, the Board of Trustees has a fiduciary responsibility to the District, the residents and should discuss this issue.

96. On the motion of Ms. Santana, seconded by Mr. Valladares, the Board voted unanimously by the five members present [García, Lomeli, Mendez, Santana, Valladares] and the Board of Trustees approved the revision of Board Policies 4020, 4025, 4030, 4100, 4300, 6326 for final adoption. The Student Trustee advisory vote was aye.

- **BP 4020 Program, Curriculum and Course Development**
- **BP 4025 Philosophy and Criteria for Associate Degrees and General Education**
- **BP 4030 Academic Freedom**
- **BP 4100 Graduation Requirements for Degrees and Certificates**
- **BP 4300 Field Trips and Excursions**
- **BP 6323 Debt Management (New)**

2. **Revision of Board Policies (First Reading)**

97. On the motion of Mr. Valladares, seconded by Ms. Lomeli, the Board voted unanimously by the five members present [García, Lomeli, Mendez, Santana, Valladares] and the Board of Trustees approved the revision of Board Policies 4106, 4220, 4225, 4240, 4250, 4260 for first reading. The Student Trustee advisory vote was aye.

- **BP 4106 Nursing Programs**
- **BP 4220 Standards of Scholarship**
- **BP 4225 Course Repetition**
- **BP 4240 Academic Renewal**
- **BP 4250 Probation, Dismissal, and Readmission**
- **BP 4260 Pre-Requisites and Co-Requisites**

3. **Resolution Declaring Classified School Employees Week**

98. On the motion of Ms. Santana, seconded by Mr. Valladares, the Board voted unanimously by the five members present [García, Lomeli, Mendez, Santana, Valladares] and the Board of Trustees approved the resolution declaring Classified School Employees Week, the week of May 19-24, 2019. The Student Trustee advisory vote was aye.

**IV. INFORMATION ITEMS**

1. **Revision of Administrative Procedures**

The following Administrative Procedures were submitted for review below;

- **AP 4260 Prerequisites and Corequisites**
- **AP 4102 Career and Technical Education Programs**
- **AP 4220 Standards of Scholarship**
- **AP 4225 Course Repetition**
- **AP 4250 Probation**
- **AP 4021 Program Discontinuances**
- **AP 4025 Philosophy and Criteria for Associate Degree and General Education**
- **AP 4227 Repeatable Courses**

- AP 4231 Grade Changes
- AP 4232 Pass/No Pass
- 2. Building Program Update
- 3. Special Events Planning Schedule (See attachment)
- 4. Discussion on the Activities for Board Goals
- 5. Board Calendar of Events 2019 (See attachment)

V. STAFF AND BOARD COMMENTS

- Board Development Reporting

VI. CLOSED SESSION

After reading the items listed under Closed Session, Mr. Mendez recessed the meeting to Closed Session at 10:15PM. The meeting was reconvened at 11:44PM and the following action was reported;

*Pursuant to Section 54957:*

- **PUBLIC EMPLOYEE EMPLOYMENT**

- **Full-Time, Tenure Track, Music/Voice Instructor**

99. On the motion of Ms. Santana, seconded by Ms. Lomeli, the Board voted by the five members present [García-Yes, Lomeli-Yes, Mendez-Yes, Santana-Yes, Valladares-No] and the Board of Trustees approved Joanne Choe as a Full Time, Tenure Track, Music/Voice Instructor, effective 8/17/19.

- **Full-Time, Temporary, Psychology Instructor (One Year Contract)**

100. On the motion of Ms. Santana, seconded by Mr. Valladares, the Board voted by the five members present [García-Yes, Lomeli-No, Mendez-Yes, Santana-Yes, Valladares-No] and the Board of Trustees approved Nicholas Nardi as a Full Time, Non-Tenure Track, Psychology Instructor, effective 8/17/19.

- **Interim Director, Financial Aid, Scholarships and Veteran's Services**

101. On the motion of Ms. Santana, seconded by Ms. Lomeli, the Board voted unanimously by the five members present [García, Lomeli, Mendez, Santana, Valladares] and the Board of Trustees approved David Levy as the Interim Director, Financial Aid, Scholarships, and Veteran Services. Effective date to be determined.

- **PUBLIC EMPLOYEE DISCIPLINE / DISMISSAL / RELEASE**

No action taken on this item.

- **PUBLIC EMPLOYEE APPOINTMENT**

- ***Superintendent/President***

No action taken on this item.

*Pursuant to Section 54957.6:*

- **CONFERENCE WITH LABOR NEGOTIATOR**

Agency Negotiator: Teresa Dreyfuss

Employee Organization: CSEA

No action taken on this item.

**VII. ADJOURNMENT**

Mr. Mendez adjourned the meeting at 11:48PM. The date of the next Regular Board Meeting is Wednesday, June 12, 2019, 6:00PM.

**BEFORE THE GOVERNING BOARD OF THE  
RIO HONDO COMMUNITY COLLEGE DISTRICT**

**RESOLUTION AUTHORIZING THE PROCUREMENT OF DISTRICT-WIDE WASTE/  
TRASH HANDLING SERVICES WITHOUT COMPETITIVE BIDDING**

**RESOLUTION NO. 050819**

**WHEREAS**, the Governing Board of the Rio Hondo Community College District (“District”) has a need to procure solid waste handling and trash services with a qualified vendor; and

**WHEREAS**, the District’s Governing Board of Trustees (“Board”) has determined that notwithstanding any other provision of law, aspects of solid waste handling including, but not limited to, frequency of collection, means of collection and transportation, level of services, charges and fees, and nature location, and extent of providing solid waste handling services are of a local concern; and

**WHEREAS**, the District’s Board has determined that it is in the best interest of the District to procure solid waste/ trash handling services by contract without competitive bidding; and

**WHEREAS**, Public Resources Code section 40059 states that the District may, upon determining that aspects of solid waste/ trash handling are of a local concern, may authorize the procurement of solid waste/ trash handling services by means of a contract without competitive bidding; and

**WHEREAS**, the District intends on procuring solid waste/ trash handling services in accordance with Public Resources Code section 40059 by requesting and evaluating responses to a Request for Proposals from various qualified vendors, and selecting a vendor that meets the District’s needs and requirements that it determines are in the best interests of the District.

**NOW, THEREFORE**, the District hereby finds, determines, declares and resolves as follows:

**Section 1.** All of the recitals set forth above are true and correct, and the District Board so finds and determines.

**Section 2.** The District intends on procuring solid waste/ trash handling services as allowed and in accordance with Public Resources Code section 40059.

**Section 3.** The District will request and evaluate responses to a Request for Proposals from various qualified vendors and award a contract to a vendor that meets the District’s needs and requirements that it determines are in the best interests of the District.

**Section 4.** This resolution shall be effective as of date of its adoption.

**APPROVED, PASSED AND ADOPTED** by the Governing Board of the Rio Hondo Community College District this 8th day of May, 2019, by the following vote:

AYES:	5
NOES:	0
ABSENT:	0
ABSTAINED:	0

I, Gary Mendez, President of the Rio Hondo Community College District Governing Board, do hereby certify that the foregoing is full, true, and correct copy of the Resolution passed and adopted by said Board at a regularly scheduled and conducted meeting held on said date, which Resolution is on file in office of said Board.



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President of the Board of Trustees  
Rio Hondo Community College District

I, Rosaelva Lomeli, Clerk of the Board of Trustees of the Rio Hondo Community College District Governing Board, do hereby certify that the foregoing Resolution was regularly introduced and adopted by the Board of Trustees of the Rio Hondo Community College District Governing Board at a regular meeting thereof held on the 8th day of May, 2019, by the above described vote of the Governing Board;

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the Rio Hondo Community College District Governing Board this 8th day of May, 2019.



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Clerk of the Board of Trustees  
Rio Hondo Community College District



**RIO HONDO COMMUNITY COLLEGE DISTRICT  
REGULAR MEETING OF THE BOARD OF TRUSTEES  
MINUTES – WEDNESDAY, JUNE 12, 2019, 6:00 PM**

- Location:** Rio Hondo College Board Room  
3600 Workman Mill Road, Whittier CA 90601
- Members Present:** Mr. Oscar Valladares, Vice President (Presiding)  
Ms. Rosaelva Lomeli, Clerk  
Ms. Norma E. García, Member  
Ms. Vicky Santana, Member  
Mr. Gary Mendez, President (arrived at 8:51 PM)  
Ms. Lina Campillo, Student Trustee
- Members Absent:** Mr. Gary Mendez was reported absent but later arrived at 8:51PM.
- Staff Members:** Ms. Teresa Dreyfuss, Superintendent/President  
Ms. Reneé Gallegos, (Recorder)

**I. CALL TO ORDER**

**A. Call to Order (6:00PM)**

Mr. Valladares called the meeting to order at 6:10PM due to the delay of Mr. Mendez's arrival.

**B. Pledge of Allegiance**

Mr. Walter Allen led the Pledge of Allegiance.

**C. Roll Call**

Mr. Mendez was reported absent. He later arrived at 8:51PM.

**D. Oath of Office – Student Trustee Carolina Campillo**

Mr. Valladares administered the Oath of Office to Ms. Carolina Campillo, the new Student Trustee for 2019-2020.

**E. Approval of Minutes: May 7, 2019; May 8, 2019; and May 15, 2019**

**102.**

On the motion of Ms. García, seconded by Ms. Lomeli, the Board voted unanimously by the four members present [García, Lomeli, Santana, Valladares] and approved the minutes of May 7, 2019, May 8, 2019; and May 15, 2019 as presented. The Student Trustee Advisory vote was aye.

**F. Open Communication for Public Comment**

No public comments were made.

**G. Commendations**

- **One-Meter Dive State Champion – Aaron Augustine and Coaches, Stephen Smith and Charley Collins**
- **Classified Retirement – Michael Henley** (Public Safety)
- **Faculty Retirement – Faye Daryoush** (Mathematics, Sciences & Engineering)
- **Confidential Retirement - Teresa Buell** (Finance and Business)
- **Distinguished Service Award 2019 – Jake Alarid**
- **Presidential Search Committee**

The Board of Trustees acknowledged and congratulated President Dreyfuss on her retirement and thanked her for her 32 years of dedicated service to Rio Hondo College.

**BREAK**

Mr. Valladares recessed the meeting for a 15-minute break at 6:58PM. Mr. Valladares reconvened the meeting at 8:14PM.

**H. Presentation**

- **Sabbatical Leave Presentation – Cynthia Lewis** (*Arts & Cultural Programs*)
- **Tentative Budget** (*Yulian Ligioso*)

**II. CONSENT AGENDA**

**103.** On the motion of Ms. García, seconded by Ms. Lomeli, the Board voted unanimously by the four members present [García, Lomeli, Santana, Valladares] to pull items II.A.16, IIA.17 and II.A.30 for the purposes of discussion. The Student Trustee advisory vote was aye.

**104.** On the motion of Ms. Lomeli, seconded by Ms. García, the Board voted unanimously by the four members present [García, Lomeli, Santana, Valladares] to approve the Consent Agenda, ***with the exclusion of items II.A.16 - Resolution No. 061219 Declaration of Emergency on the Repair of Hot Water Line Leak at the corner of Circle Drive and North Drive: Boomer Construction, Inc., II.A.17 - Additional Fees for “L” Tower Seismic Upgrade Project – Project Labor Agreement Consulting Services - Solis Group and II.A.30 - Change of Contract Amount and Term - American Life Security.*** The Student Trustee Advisory vote was aye.

**A. FINANCE & BUSINESS**

**1. Finance and Business Reports**

**a. Purchase Order Report**

Approved the Purchase Order Report containing purchases for the preceding month.

**b. Payroll Warrant Report**

Approved the Payroll Warrant report for the month of May 2019.



## **2. Authorization for Out of State Travel & Conferences**

The following faculty and staff were approved to attend the conferences and meetings below;

Tina Caldera to attend the 7th Annual WAVES Conference (Western Association of Veterans Conference, July 6-10, 2019 in New Orleans, LA.

Brenda Beza to attend the Council for Opportunity in Education Annual Conference, Sept. 8-11, 2019, in Chicago, IL.

Santiago Andres Garcia to attend the National Museum of Anthropology, July 25-Aug. 19, 2019 in Mexico City, DF, Mexico.

Henry Gee to attend the NASPA Western Regional Planning Meeting June 25-28, 2019 in Portland, OR.

Linda Brown to attend the theatre trip to Scotland for the Fringe Festival, July 27-Aug. 11, 2019 in London, England and Edinburgh, Scotland

Gisela Spieler-Persad to attend the Council of Opportunity in Education (COE) Annual Conference, Sept 8-11, 2019 in Chicago, IL.

Eliana Valdes to attend the CSEA Annual Conference, July 29-Aug 2, 2019, Las Vegas, NV.

Yulian Ligioso to attend the 10th Annual Gallagher Community College Risk Management Conference, July 17-19, 2019 in Schaumburg, IL.

~~Carolina Campillo & Christina Almanza to attend the NALEO 36th Annual Conference, June 19-22, 2019 in Miami, FL. (Students did not attend due to lack of a chaperone.)~~

## **3. Approve Off Campus Project Agreement – Federal Work-Study Program: South Whittier School District – Graves Middle School**

The Financial Aid, Scholarships and Veteran Services Department would like to have an Off Campus Project Agreement with South Whittier School District - Graves Middle School to enable Rio Hondo students, who qualified for the Federal Work-Study Program, to provide tutoring to South Whittier School District students in Math, Reading, English and Science subjects.

Rio Hondo students will be paid from the Work Study Program Grant; as authorized by the U.S. Commission of Education pursuant of Title 1, Part C, of the Economic Opportunity Act of 1964, public Law 88-452, 78 Stat. 573.

Term is from June 13, 2019 through June 12, 2022.

The Board of Trustees approved the Off Campus Project agreement with South Whittier School District - Graves Middle School and authorized the Administration to execute contracts on behalf of the District.

**4. Approve Acceptance of California Chancellor’s Office Certified Nursing Assistance (CNA) Program Expansion Funding 2019-2020**

The California Community College Chancellor’s Office has awarded Rio Hondo College \$22,500.00 for a funding period of July 2019 - June 2020.

These funds are intended to expand the program capacity by enrolling additional students above the current enrollment baseline of the Certified Nursing Assistance (CNA) Program.

That the Board of Trustees approved acceptance of the CNA program funding as described above and authorized the Administration to execute appropriate documents on behalf of the District.

**5. Weapons Firing Range Agreement – Compton School Police Department**

Rio Hondo College attempts to maximize the utilization of its Firing Range facilities by renting to outside agencies. The purpose of this Agreement is to allow Rio Hondo College to receive ongoing revenue for use of the Range. Rate charged is \$400.00 per session (session is 8 hours) or \$300.00 per half session (half session is 4 hours). The term will begin June 13, 2019 and continue through June 12, 2022. Rates can be subject to a 5% increase per year.

That the Board of Trustees approved the agreement with the Compton School Police Department, for use of the Firing Range and authorized the Administration to execute appropriate documents on behalf of the District.

**6. Approve Agreement: Digital Arts & Creative Sciences Programs – Black Rocket Productions, LLC**

Rio Hondo College Continuing Education Department is requesting an Agreement with Black Rocket Productions LLC (BlackRocket) to provide curriculum, training, support and select materials for Digital Arts & Creative Sciences Programs for children and teens.

Rio Hondo College will charge \$150.00 per enrolled student per course. BlackRocket will be paid the following for each enrolled student in the course:

Course	Price
Python Programmers	\$79.00
Minecraft Modders	\$69.00
Code Breakers	\$69.00

Term is from July 1, 2019 through June 30, 2022.

That the Board of Trustees approved the agreement with BlackRocket and authorized the Administration to execute appropriate documents on behalf of the District.

**7. Approve Acceptance of Award – CAMP Rio: BCM Foundation**

The BCM Foundation (a private foundation) has awarded Rio Hondo College \$27,110.00 for a funding period of July 2019 - December 2019.

These funds are intended to expand Rio Hondo's one-week CAMP Rio program to a three-week program (two weeks in July and one week in December) as a project-based summer/winter learning program. CAMP Rio 2019 is designed to serve 135 Boys and Girls Club of Whittier members ages 11-13 by providing faculty-led academic programs, including Coding, Photography, and Electronic music using project-based learning techniques and curriculum.

In 2019 each of the three tracks will include an entrepreneurship component to expose students to financial literacy concepts. The three learning tracks selected are a blend of age-appropriate direct instruction, hands-on work, resource sharing, and peer collaboration and feedback. In addition to the technical tracks, students experience outside activities such as soccer, volleyball, basketball, and fun in Rio's pool. Project presentations by student teams will be made at the end of each week.

The Board of Trustees approved acceptance of award from BCM Foundation as described above and authorized the Administration to execute appropriate documents on behalf of the District.

**8. Approve Household Hazardous and Electronic Waste Collection Program Siting Liability Agreement – County of Los Angeles and County Sanitation District No. 2 of Los Angeles County**

The County of Los Angeles (County) and the County Sanitation District No. 2 of Los Angeles County (Sanitation District) is co-sponsoring a Household Hazardous and Electronic Waste Collection Event (Roundup) to provide Los Angeles County residents an environmentally safe means and place to dispose of household hazardous waste and electronic waste.

Rio Hondo College is supporting this worthwhile project by offering the use of Parking Lot "A" for the Roundup, which is scheduled for August 3, 2019 (Saturday).

The Board of Trustees approved the agreement with the County and Sanitation District for the Roundup and authorized the Administration to sign the appropriate documents on behalf of the District.

**9. Surplus Property: Department of Public Safety – Trailers**

The Department of Public Safety has identified the following equipment that has been taken out of service and is no longer needed for the operation of the department.

1. Toy Hauler Type Trailer  
CA License# 1136715
2. Toy Hauler Type Trailer  
CA License# 1136714

The Board of Trustees determined that the above referenced property does not exceed in value the sum of five thousand dollars (\$5,000), and the property may be sold at private sale without advertising, by any employee of the District empowered for that purpose by the Board.

#### **10. Surplus Property: Department of Public Safety – Vehicles**

The Department of Public Safety has identified the following equipment that has been taken out of service and is no longer needed for the operation of the department.

1. Ford Crown Victoria Model 2000  
Odometer: 100,539  
CA LIC #1059758  
VIN No.: 2FAFP71112YX104011  
Estimated Blue Book Value - \$600.00
2. Ford Crown Victoria Model 1999  
Odometer: 93,632  
CA LIC #1159405  
VIN No.: 2FAHP71W83X211369  
Estimated Blue Book Value - \$635.00
3. Chevrolet Tahoe Model 1999  
Odometer: 52,974  
CA LIC #1003968  
VIN No.: 1GNEC13R5XR153001  
Estimated Blue Book Value - \$600.00

NOTE: Above units will be sent to the Fire Academy in support of the fire training extraction program where it will be cut apart and destroyed.

In accordance with Education Code Sections 81452(c), the Board may, by unanimous vote of those members present, finds that the property is of insufficient value to defray the costs of arranging a sale, the property may be donated to a charitable organization deemed appropriate by the board, or it may be disposed of in the local public dump on order of any employee of the District empowered for that purpose by the Board.

The Board of Trustees, determined that the above referenced property is surplus and of insufficient value to defray the cost of arranging a sale, the property may be donated to a charitable organization deemed appropriate by the Board, or it may be disposed of in the local public dump on order of any employee of the District empowered for that purpose by the Board.

#### **11. Approve Agreement for Testing and Recruitment of Public Safety Cadets – National Testing Network, Inc.**

National Testing Network, Inc. (NTN) directly contracts with public safety departments to provide continuous professional testing services for public safety departments. Once a candidate completes this process, information and test scores are sent directly to each public safety department or departments can download a list of qualified, prescreened candidates at their convenience for interview. This process is closely monitored by professional testing experts with

Ph.D.'s in Industrial/Organizational Psychology to ensure the process incorporates industry best practices and is highly defensible.

Students will be charged \$40.00 by NTN and the College will receive pay as follows for each student tested:

Law Enforcement/Fire \$20.00

Term is from June 13, 2019 through June 12, 2022.

The Board of Trustees approved the agreement with National Testing Network, Inc. and authorized the Administration to execute the appropriate documents on behalf of District.

**12. Approve Vehicle Donation: Aaron Perez**

Aaron Perez has offered to donate a 2005 Toyota Corolla sedan vehicle to Rio Hondo College Automotive Technology Department. This vehicle will be used for training purposes for Automotive Technology curriculum/courses.

<u>Year</u>	<u>Model</u>	<u>VIN</u>	<u>Mileage</u>
2005	Toyota Corolla	1NXBR32E55Z542327	N/A

Kelly Blue Book estimates the value of this vehicle between trade-in value of \$3,000.00.

The Board of Trustees accepted the donation of the 2005 Toyota Corolla Sedan for use and training at the Rio Hondo College Automotive Technology Department.

**13. Approve Off Campus Project Agreement – Federal Work-Study Program: El Monte Union High School District – South El Monte High School**

The Financial Aid, Scholarships and Veteran Services Department would like to have an Off Campus Project Agreement with El Monte Union High School District - South El Monte High School to enable Rio Hondo students, who qualified for the Federal Work-Study Program, to provide tutoring to El Monte Union High School District students in Math, Reading, English and Science subjects.

Rio Hondo students will be paid from the Work Study Program Grant; as authorized by the U.S. Commission of Education pursuant of Title 1, Part C, of the Economic Opportunity Act of 1964, Public Law 88-452, 78 Stat. 573.

Term is from June 13, 2019 through June 12, 2022.

The Board of Trustees approved the Off Campus Project Agreement with El Monte Union High School District - South El Monte High School and authorized the Administration to execute contracts on behalf of the District.

**14. Approve Off Campus Project Agreement – Federal Work-Study Program: Whittier City School District – Dexter Middle School**

The Financial Aid, Scholarships and Veteran Services Department would like to have an Off Campus Project Agreement with Whittier City School District – Dexter Middle School to enable Rio Hondo students, who qualified for the Federal Work-Study Program, to provide tutoring to Whittier City School District students in Math, Reading, English and Science subjects.

Rio Hondo students will be paid from the Work Study Program Grant; as authorized by the U.S. Commission of Education pursuant of Title 1, Part C, of the Economic Opportunity Act of 1964, public Law 88-452, 78 Stat. 573.

Term is from June 13, 2019 through June 12, 2022.

The Board of Trustees approved the Off Campus Project Agreement with Whittier School District – Dexter Middle School and authorized the Administration to execute contracts on behalf of the District.

**15. Authorize Use of Piggyback Agreement Los Angeles Community College District Contract No. LACCD-AV #40366 – Golden Star Technology Inc. dba GST**

Public Contract Code Section 20652 allows the governing board of any community college district without advertising for bids, and when that board has determined it to be in the best interests of the district, to authorize by contract, lease, requisition, or purchase order, through any public corporation or agency, including any county, city, town, or district, to lease data-processing equipment, purchase materials, supplies, equipment, automotive vehicles, tractors, and other personal property for the district in the manner in which the public corporation or agency is authorized by law to make the leases or purchases.

The District would like to use the LACCD-AV #40366 contract with the Los Angeles Community College District with Golden Star Technology dba GST, for the purchase of Audio-Visual equipment and installation services.

Cost not to exceed \$246,000.00 and to be paid from the Basic Skills Pilot Partnership Grant.

The Board of Trustees authorized the use of Los Angeles Community College District Contract No. LACCD-AV #40366 with Golden Star Technology dba GST for the purchase of Audio-Visual equipment and installation services as described above and authorized Administration to execute the appropriate documents on behalf of the District.

**16. Resolution No. 061219 Declaration of Emergency on the Repair of Hot Water Line Leak at the corner of Circle Drive and North Drive: Boomer Construction, Inc.**

This item was pulled for discussion and separate action.

**17. Additional Fees for “L” Tower Seismic Upgrade Project – Project Labor Agreement Consulting Services – Solis Group**

This item was pulled for discussion and separate action.

**18. Substantial Completion of Bid #2060 AJ Annex Beam Replacement Project – Fast Track Construction**

Fast Track Construction has substantially completed Bid #2060 AJ Annex Beam Replacement Project. The work was completed according to the plans and specifications and conditions of the contract.

The California Civil Code Section 3093 authorizes a formal Notice of Completion to be filed with the county recorder. If unencumbered, final payment of retention shall be paid within 60 days of filling Notice of Completion and in accordance with Public contract code section 7107.

The Board of Trustees approved the substantial completion of the work performed under Bid #2060 and authorized the filing and Notice of Completion with the Los Angeles County Recorder.

**19. Donation of Property – Autocar Tractor to Long Beach City College**

The Career and Technical Education Auto Tech Department has identified one (1) Autocar Tractor. Rio Hondo College received this equipment from So. Cal Gas a heavy machinery that runs on compressed Natural Gas (CNG). The industry is moving away from this type of equipment. The Port of Long Beach still requires this type of equipment for training. Rio Hondo College is donating it to them for their use for instructional purposes.

<u>Item</u>	<u>Model</u>	<u>VIN Number</u>	<u>Miles</u>
Autocar	2009	5VCAZLLE69H207790	47,081

Staff recommend donating the equipment to Long Beach City College to be used for the Port of Long Beach Heavy Equipment Program.

Education 81450.5 states that a community college district may, without providing the notice required by Section 81450, exchange for value, sell for cash, or donate any personal property belonging to the district if all of the following criteria are met: (a) The district determines that the property is not required for school purposes, that it should be disposed of for the purpose of replacement, or that it is unsatisfactory or not suitable for school use; (b) The property is exchanged with, or sold or donated to, a school district, community college district, or other public entity that has had an opportunity to examine the property proposed to be exchanged, sold, or donated; and (c) The receipt of the property by a school district or community college district would not be inconsistent with any applicable districtwide or school site technology plan of the recipient district.

The Board of Trustees approved the donation of property to Long Beach City College and authorized administration to execute the appropriate documents on behalf of the District.

**20. Approve Community College Education Service Agreement: ADN Program: University of Phoenix**

Rio Hondo Community College Health Science and Nursing will partner with University of Phoenix (UOP), working to coordinate educational services for a cohort of ADN students to pursue a Bachelor of Science in Nursing starting in September 2019 and ending in November 2020.

The Board of Trustees approved the Community College Education Service Agreement with University of Phoenix as summarized above and authorized the Administration to execute the appropriate documents on behalf of the District.

**21. Approve Agreement – Government Accounting Standards Board (GASB) 74/75 Actuarial Valuation Services: Total Compensation System, Inc. (TCS)**

The Government Accounting Standards Board (GASB) has issued GASB Accounting Standards 74 and 75 to replace GASB 43 and 45 for Other Postemployment benefits (OPEB).

The District requests to have an agreement with Total Compensation Systems, Inc. (TCS) to provide actuarial valuation services to comply with the requirements of current GASB accounting standards 74/75 related to retiree health benefits for two (2) years.

The term is from June 13, 2019 through February 29, 2020 with amount not to exceed \$8,300.00 to be paid from General Funds.

The Board of Trustees approved the agreement with TCS in the amount of \$8,300.00 to be paid from General Funds and authorized the Administration to sign the appropriate documents on behalf of the District.

**22. Furniture Procurement – AJ Annex Remodel Project – Culver-Newlin**

The AJ Annex remodel is near completion; part of the remodeling of the existing building includes new furniture for 4 classrooms. Culver-Newlin provided a proposal using a piggy-back contract awarded by San Bernardino County Superintendent of Schools to Culver Newlin, Inc. for Bid #17/18-0955 Furniture: for purchasing new furniture including delivery and set up in the amount not exceed \$64,522.00

The proposal has been reviewed by the Program Management staff and the College Administration and recommends Culver-Newlin proposal for Board Approval.

The Board of Trustees approved the proposal for new furniture for the AJ Annex Remodeling Project from Culver-Newlin in the amount of \$64,522.00 from Bond Funds and authorized the Administration to execute appropriate documents on behalf of the District.

**23. Substantial Completion of Bid #2062 Prop 39 Modernization Project – Key Air**

Key Air has substantially completed Bid #2062 Prop 39 Modernization Project. The work was completed according to the plans and specifications and conditions of the contract.



The California Civil Code Section 3093 authorizes a formal Notice of Completion to be filed with the county recorder. If unencumbered, final payment of retention shall be paid within 60 days of filing Notice of Completion and in accordance with Public contract code section 7107.

The Board of Trustees approved the substantial completion of the work performed under Bid #2060 and authorized the filing and Notice of Completion with the Los Angeles County Recorder.

**24. Memorandum of Understanding (MOU) for Concurrent/Dual Enrollment Courses Offering to High School Students: Hacienda La Puente Unified School District**

Rio Hondo Community College (RHCC) will work collaboratively with Hacienda La Puente Unified School District (HLPUSD) to promote the enrollment of students in graduation equivalency courses offered by RHCC according to the educational needs of the students and accept credit earned at RHCC toward meeting graduation requirements as set by HLPUSD.

The term is from July 1, 2019 through June 30, 2021 with three (3) annual renewal options.

The Board of Trustees approved the MOU for concurrent/dual enrollment courses with HLPUSD as summarized above and authorized the Administration to execute appropriate documents on behalf of the District.

**25. Additional Monies required for Accessible Ramp Replacement at the Rio Hondo College Educational Center at Pico Rivera – SKC Company, Inc.**

On December 13, 2017 the Board of Trustees approved the proposal from SKC Company to provide ADA accessible ramps that are being required by the Division of State Architect (DSA). In the process of providing DSA with a Construction Change Directive (CCD) that was required by DSA for ramp modifications necessary for this project. The CCD was finally approved on April 10, 2019. Unfortunately, since the process took longer than anticipated from when the cost of the ramps was originally approved for \$67,454.90, a material cost increase has occurred and the revised cost for the ADA ramps is now \$ 73,451.58

The Program Management Team and Rio Hondo staff has reviewed the proposal and concluded the cost proposal from SKC Company, Inc. is adequate to complete the necessary work in the revised amount not to exceed \$73, 451.58.

The Board of Trustees approved the proposal for the Accessible Ramp Replacement for the Rio Hondo College Educational Center at Pico Rivera from SKC Company, Inc., in the amount of \$73,451.58 from Bond Funds and authorized the Administration to execute appropriate documents on behalf of the District.

**26. Authorize Use of Foundation of California Community Colleges Master Agreement CB-219-17 – TechSmith Corporation**

Public Contract Code Section 20652 allows the governing board of any community college district without advertising for bids, and when that board has determined it to be in the best interests of the district, to authorize by contract, lease, requisition, or purchase order, through any public corporation or agency, including any county, city, town, or district, to lease data-processing equipment, purchase materials, supplies, equipment, automotive vehicles, tractors, and other personal property for the district in the manner in which the public corporation or agency is authorized by law to make the leases or purchases.

The District would like to use the Foundation of California Community Colleges Master Agreement CB-219-17 with TechSmith Corporation for the purchase of lecture capture and educational video platform with cost not to exceed \$44,467.50 to be paid from the General Fund (see cost breakdown below):

<b>Description</b>	<b>2019-2020</b>	<b>2020-2021</b>	<b>2021-2022</b>
<b>TechSmith Relay Annual Subscription Online Learning</b>	<b>\$10,395.00</b>	<b>\$12,622.50</b>	<b>\$14,850.00</b>
<b>Note: Enterprise Customer Care, LMS Integration and SSO Integration Included.</b>			
<b>Optional Camtasia/Snagit add on Access for Online Learning Faculty and Staff</b>	<b>\$2,200.00</b>	<b>\$2,200.00</b>	<b>\$2,200.00</b>
<b>Grand Total</b>	<b>\$12,595.00</b>	<b>\$14,822.50</b>	<b>\$17,050.00</b>

Term is from June 15, 2019 through June 14, 2022.

The Board of Trustees authorized the use of Foundation of California Community Colleges Master Agreement CB-219-17 with TechSmith Corporation for the purchase of lecture capture and educational video platform as described above and authorized Administration to execute the appropriate documents on behalf of the District.

**27. Campus Inn Swing Space Renovations – M.T. Quality Construction**

Additional swing space is needed in the Campus Inn, specifically in the current area being used for the Continuing Education Department. An additional office space is now needed, which the work will include enclosing of a storage spaced area and creating two separate offices with individual doors for security and necessary privacy when required. M.T. Quality Construction provided a proposal in the amount of \$6,995.00, to install 2 new doors with side lites, infill and patch existing openings with drywall and finish with new paint.

The Program Management Team and Rio Hondo staff has reviewed the proposal and concluded the cost proposal from M.T. Quality Construction is adequate to complete the necessary work in the amount not to exceed \$6,995.00.

The Board of Trustees approved the proposal for the Campus Inn Swing Space Renovations from M.T. Quality Construction, in the amount of \$6,995.00 from Bond Funds and authorized the Administration to execute appropriate documents on behalf of the District.

**28. Approve Vehicle Donation: Kia Motors America, Inc.**

Kia Motors America, Inc. (KMA) has offered to donate 17 units of Prototype Vehicles (see list below) to Rio Hondo College Public Safety Fire Training Center. The vehicles will be used to provide training for new and veteran firefighters that train at Rio Hondo on new air bag technology and other safety features tied to rescuing trapped people during auto extrication services.

Count	Year	Model	VIN	Color
1	2019	Forte	3KPF54AD3JE000121	Red
2	2018	Niro PHEV	KNDCC3LD4H5046076	Silver
3	2017	Niro PHEV	KNDCC3LD7H5047464	Silver
4	2017	Niro PHEV	KNDCC3LDXH5074476	Tungston Gray
5	2019	Optima	5XXGV4L26KG244581	Black
6	2019	Optima	5XXGU4L10KG247101	White
7	2019	Optima	5XXGT4L36KG247088	White
8	2019	Optima	5XXGT4L3XKG255999	Red
9	2019	Optima	5XXGU4L11KG255997	Blue
10	2019	Sorento	5XYPG4A37KG380512	Black
11	2019	Sorento	5XYPKDA56KG380484	Silver
12	2019	Sorento	5XYPKDA58KG395939	Titanium
13	2019	Sedona	KNDME5C19J6363092	Silver
14	2019	Sedona	KNDMC5C1XJ6397628	Grey
15	2019	K900	KNAS34J66K6000267	White
16	2019	K900	KNAS34J69K6000263	Black
17	2019	Soul	KNDJ53AF8K7000204	Silver

The total estimated value of the vehicles is \$416,000.00.

Staff recommend acceptance of the above referenced donation and request authorization to have an automobile recycling company pick-up of the vehicles once these are destroyed through the extraction training classes.

The Board of Trustees accepted the donation of prototype vehicles from Kia Motors America Inc. for use and training at the Rio Hondo College Public Safety Fire Training Center and authorized consignment to an automobile recycling company after its destruction by way of our extraction training classes.

**29. Ratification of Subgrant Agreement No. 13-084: Education Planning Initiative – Butte-Glenn California Community College District on behalf of California Community College Technology Center**

Rio Hondo College has been awarded a grant from California Community College Technology Center, as a part of the Education Planning Initiative Grant, in the amount of \$40,000.00 for a funding period of April 13, 2017 to June 30, 2018.

The District would like to have a subgrant agreement signed with Butte-Glenn Community College District on behalf of its sponsored program, the California Community Colleges Technology Center, executing the Education Planning

Initiative.

These funds are to support the implementation of Hobson's Starfish early alert, education planning, and degree audit system to foster retention and program completion among Rio Hondo College students.

The Board of Trustees ratified the Subgrant Agreement with Butte-Glenn Community College District and authorized the Administration to execute appropriate documents on behalf of the District.

**30. Change of Contract Amount and Term – American Life Security**

This item was pulled for discussion and separate action.

**31. Continuing Education**

- a. Alpha Innovator – To provide a class “How to Design, Mass Produce and Manufacture Affordable Tiny Housing in Steel” This class will serve as a guide to assist politicians, legislators, engineers, architects, designers and students to better understand the critical issues of providing affordable housing solutions to those in the low and middle income demographics. Dates of service: July 1, 2019 – June 30, 2020. Payment will be split 60% to Rio Hondo College and 40% to consultant.
- b. Larry Dusatko – To provide Kung Fu Classes – Classes offered for Adults and Children. Dates of service: June 13, 2019 – June 30, 2020. Payment will be split 60% to Rio Hondo College and 40% to consultant.

**32. Consultants**

- a. Carlos Alvidrez – To present/train/provide American Red Cross Adult/Infant/Child CPR & First Aid Certification as well as other specialized topics in foster care. Dates of service: July 1, 2019 – June 30, 2020. Cost not to exceed \$1,000.00 from Foster Kinship Care Education.
- b. Maria Dolores Alvidrez – To present/train/facilitate/recruit foster and Kinship Care Education Trainings/workshops/classes on various topics in English/Spanish such as: D-Rate Pre-Service; F-Rate Pre-Service; Recognizing Abuse; Preventing and Managing Allegations; AB12 Extended Foster Care; Cultural diversity & Identity; Bullying; Grief & Loss; Gangs 101: Chemical and Substance Abuse; Behavior Management/Modification. Dates of service: July 1, 2019 – June 30, 2020. Cost not to exceed \$10,000.00 from Foster/Kinship Care Education.
- c. Betsey Cisneros – To present/Train Foster and Kinship Care Education such as When Children Grieve Series, Helping Children with Loss; Holiday Blues; Conflict Resolution; Habits of Highly Effective Families/Teens; Building Self Esteem; Taking Care of Caregiver (Self-Care) Stress Management. Dates of service: July 1, 2019 – June 30, 2020. Cost not to exceed 6,000.00 from foster Kinship Care Education.
- d. Hector I. De Paz – to present/train foster and Kinship Care Education Trainings/workshops/classes in English and Spanish on various topics such as: Domestic Violence; Recognizing Abuse, the Effects of Abuse; Child Abuse/Neglect. Chemical & Substance Abuse; Sexuality Issues; Behavior Management/Modification, Family System. Dates of service: July 1, 2019 –

- June 30, 2020. Cost not to exceed \$2,500.00 from Foster Kinship Care Education.
- e. Karen L. Dixon – To present Foster and Kinship Care Education Trainings/workshops/classes on various topics such as Whole Foster Family (W-Rate Pre-Services). The Effects of Abuse AB12 E, Child Abuse Neglect; Working with birth parents; Lesbian, Gay, Bisexual and Transgender (LGTBQ). Dates of service: July 1, 2019 – June 30, 2020. Cost not to exceed \$3,000.00 from Foster Kinship Care Education.
  - f. Claudia Garcia – To present Foster and Kinship Care Education Trainings/workshops/classes on various topics such as: Parent Project: Changing Destructive Adolescent Behavior; AB12: Caring for Young Adults; Preparing Youth to be Independent as well as other specialized topics in foster care and parenting. Dates of service: July 1, 2019 – June 30, 2020. Cost not to exceed \$1,500.00 from Foster Kinship Care Education.
  - g. Maribel Guerra – To present Foster and Kinship Care Education Trainings/workshops/classes in English and Spanish on various topics such as recognizing abuse, domestic violence in the home, bullying and other aggressive behaviors; lying, cheating & stealing. Dates of service: July 1, 2019 – June 30, 2020. Cost not to exceed \$2,500.00 from Foster Kinship Care Education.
  - h. Robbin Hatten – To present/instruct up to 4 (4 hour) Life Book Trainings/workshops/classes to Foster parents, Caregivers and children through the Foster/Kinship Care Education Program. Dates of service: July 1, 2019 – June 30, 2020. Cost not to exceed \$1,000.00 from Foster Kinship Care Education.
  - i. Mary L. Hibbard – To present Foster and Kinship Care Education Trainings/workshops/classes on various topics such as: Fetal Alcohol Spectrum Disorders; Recognizing Abuse and the Effects of Abuse. Dates of service: July 1, 2019 – June 30, 2020. Cost not to exceed \$2,000.00 from Foster Kinship Care Education.
  - j. Oswaldo Piceno – To present/train/facilitate Foster/Kinship Education workshops/classes in English and Spanish on various topics such as: Recognizing Abuse; The Effects of Abuse, Suicidal and Homicidal Behavior as well as other specialized topics. Dates of service: July 1, 2019 – June 30, 2020. Cost not to exceed \$2,500.0 from Foster Kinship Care Education.
  - k. Oswaldo Piceno – To present/instruct trainings/workshops/classes to youth in the Youth Empowerment Strategies for Success (YESS-ILP) Program on various life skills topics such as Education/College, daily living, financial literacy, employment, financial aid; taking care of yourself; mental health issues; as well as other specialized topics in foster care and independent living. Dates of service: July 1, 2019 – June 30, 2020. Cost not to exceed \$2,500.00 from Youth Empowerment Strategies for Success.
  - l. Deena H. Robertson – to present/train Foster/Kinship Care Education trainings/workshops/classes on various topics such as: Recognizing Abuse; The Effects of Abuse; AB12 Extended Foster Care; Child Abuse/Neglect; Allegation Prevention; foster Parent Roles, Rights, Responsibilities; Chemical & Substance Abuse; Sexuality issues; Allegation Prevention as well as other specialized topics in foster care & parenting. Dates of service: July 1, 2019 – June 30, 2020. Cost not to exceed \$3,000.00 from Foster Kinship Care Education.
  - m. Ana Rodriguez-Zimmer – To present Foster/Kinship Care Education trainings/workshops/classes in English/Spanish on various topics such as: Working with the System (DCFS); Working with Biological Families/Supporting

- Family visits; foster Parent/Kinship Care Provider Roles/Responsibilities; Understanding Social Services and Therapeutic Services and other specialized topics in foster care and parenting. Dates of service: July 1, 2019 – June 30, 2020. Cost not to exceed \$2,000.00 from Foster Kinship Care Education.
- n. Ana Patricia Silva – to present/train facilitate foster and Kinship Care Education Trainings/workshops/classes on various topics in English and Spanish such as: Preparing Your Child for School; Working with your Child’s Teacher; School Success; IEP Process/Team; Parent Expectations Support Achievement (PESA-LACOE Curriculum) as well as other specialized topics in foster care parenting and translation as needed. Dates of service: July 1, 2019 – June 30, 2020. Cost not to exceed \$2,000.00 from Foster Kinship Care Education.
  - o. Lori Switanowski – To present/train Foster and Kinship Care Education trainings/workshops/classes on various topics such as: Recognizing Abuse; th Effects of Abuse; Commercial Sexual Exploitation of Children; Cultural Diversity; Bullying and other Aggressive Behaviors; Mental Health conditions/disorders; ADD/ADHD; Autism; Bipolar, Tourette’s Syndrome, Depression; Anxiety; Caring for Children Who Have Experienced Trauma, as well as other specialized topics in foster care. Dates of service: July 1, 2019 – June 30, 2020. Cost not to exceed \$8,000.00 from Foster Kinship Care Education.
  - p. Lori Switanowski – To coordinate/present/instruct trainings/workshops/classes to youth in the Youth Empowerment Strategies for Success (YESS-ILP) Program on various life skills topics such as Education/College, daily living, financial literacy, employment, financial aid, taking care of yourself, mental health issues as well as other specialized topics in foster care and independent living. Dates of service: July 1, 2019 – June 30, 2020. Cost not to exceed \$2,000.00 from Youth Empowerment Strategies for Success/Independent Living.
  - q. Marcelina Valenzuela – To outreach/recruit to YESS students/youth as well as present/train workshops/classes to youth/students in the Youth Empowerment Strategies for Success Program on various life skill topics. Dates of service: July 1, 2019 – June 30, 2020. Cost not to exceed \$2,000.00 from Youth Empowerment Strategies for Success-Independent Living Program.
  - r. Ana M. Vargas – To present/train/facilitate/prepare Foster and Kinship Care Education Trainings/workshops/classes on various topics in English/Spanish such as: Nutrition; Family time; Self-Esteem; Adoption Process; Permanency Options; Working with Birth Parents; Reading First; as well as other specialized topics in foster care/parenting. Dates of service: July 1, 2019 – June 30, 2020. Cost not to exceed \$5,000.00 from foster Kinship Care Education.
  - s. Alexander J. Vracin – To present/train/provide American Red Cross Adult/Child/Infant CPR & First Aid Certification as well as American Red Cross Water Safety Trainings for the Foster and Kinship Care Education Program as well as other specialized topics in foster care and parenting. Dates of service: July 1, 2019 – June 30, 2020. Cost not to exceed \$1,000.00 from Foster Kinship Care Education.
  - t. Valerie Williams – To Present/train Foster and Kinship Care Education Trainings/workshops/classes on various topics such as: Working with the System; Working with Birth Parents; Family Visits; Mental Health Issues; Foster Youth Emancipation/Independent Living Skills; Caring & Empowering Young Adults; as well as other specialized topics in foster care and parenting. Dates of service: July 1, 2019 – June 30, 2020. Cost not to exceed \$1,500.00 from Foster Kinship Care Education.

- u. ~~Melinda Karp~~ Phase Two Advisory – To conduct a Guided Pathways Implementation Planning Retreat also to provide support as an advisory role to the development of the Rio Hondo Guided Pathways Implementation Plan. Dates of service: TBD. Cost not to exceed \$7,000 from Guided Pathways Grant.
- v. Kelly E. Wood – To present/instruct Yoga trainings/workshops/classes on Teaching Children to Breathe with Calm and Compassion; Introduction to Yoga benefits and stress reducing techniques to Foster parents, caregivers and children through the Foster/Kinship Care Education Program. Dates of service: July 1, 2019 – June 30, 2020. Cost not to exceed \$1,000.00 from Foster Kinship Care Education Program.
- w. Joe Cuseo – To provide a half-day workshop on “Advancing the Avance Project: The First-Year Experience Program at Rio Hondo College.” Date of service: August 15, 2019. Cost not to exceed \$1,500.00 from Title V Grant.
- x. Education Strategic Planning – To implement the goals and objectives of the Strong Workforce Regional Grant for the LA Co. Community Colleges. This includes implementation of policies. The focus will be to expand alignment with HSs, ROPs, and Adult ED in the region and Work Based Learning. Dates of service: July 1, 2019 – June 30, 2020. Cost not to exceed \$120,000.00 from Round 2 Strong Workforce Regional Grant – Career Pathway Specialist Grant.
- y. Gabriel Solorio – To serve as a facilitator to one of the Health Science modules during the CTE Summer Academy. Dates of service: July 1, 2019 – July 26, 2019. Cost not to exceed \$1,500.00 from DSN Health Sector Grant.
- z. Los Angeles Area Chamber of Commerce Foundation – To support external stakeholder’s engagement for the Regional Nursing Curriculum Collaborative’s efforts to align the ADN programs across the LA Region. Dates of service: June 17, 2019 – August 31, 2019. Cost not to exceed \$10,000.00 from DSN Health Sector Grant.
- aa. Benito Rustic Solis – To participate in monthly examination of curriculum and instructional practices and partnerships as well as data on student’s placement, persistence and completion. Openly share your knowledge and experience – Collaborate with other faculty to develop and implement regional student success strategies, develop mechanisms for aligning Math and English curricula between High School, Community College, and 4-year educational institutions. Dates of service: June 13, 2019 – June 30, 2019. Cost not to exceed \$2,000.00 from Basic Skills Pilot Partnership Grant.
- bb. NOSOTROS Education Center – To work with Student Affairs and Academic Affairs in the development review process and evaluation plan writing for three TRIO proposals (SSS Classic, SSS-STEM, SSS-Veterans), Title V proposal and GEAR UP proposal. Dates of service: July 1, 2019 – March 31, 2020. Cost not to exceed \$40,000.00 50% Student Equity and 50% BSI Grants.
- cc. OUTFRONT Media – To provide OUTFRONT Media Advertising: Contract # 2907394 Taillight Bus Displays, General coverage \$10,500.00; Contract # 2907432 Production Tails & Interior Cards \$888.00. Dates of service: December 16, 2019 – January 26, 2020. Cost not to exceed \$11,388.00 from Cloud Strong Work Force Regional Rd#2 Grant.
- dd. OUTFRONT Media – To provide OUTFRONT Media Advertising Contract # 2907317 Taillight Bus Displays General Coverage \$10,500.00; Contract # 2907388 Production Cost Tails & Interior Cards \$888.00; Contract # 2907358 Taillight Bus Displays General Coverage \$10,500.00; Contract # 2907400 Production Cost Tails & Interior Cards \$888.00. Date of Services: July 1, 2019 – August 11, 2019 and December 16, 2019 – January 26, 2020. Cost not to exceed \$22,776.00 from Cyber Strong Work Force Regional Rd#2 Grant.

- ee. April Riley – To conduct a 4-hour CBEST Math Prep and a 3-hour CBEST English Prep workshops. Dates of service: June 14, 2019 – June 30, 2019. Cost not to exceed \$875.00 from Education Futures Grant.
- ff. DWORSKY DESIGN, Inc. – to Design Strong Workforce Report, logos for various events, programs, and other design and art work for strong workforce programs. Dates of service: June 13, 2019 – December 31, 2019. Cost not to exceed \$12,000.00 from Strong Workforce Grant.
- gg. Joe Louis Hernandez – To serve as an expert advisor on issues related to formerly incarcerated students and community members. He will design services, tools and resources for the RISE Scholars program. Dates of service: June 13, 2019 – June 30, 2019. Cost not to exceed \$1,400.00 from Student Equity Grant.
- hh. Jackson Hsu – to Provide mental health awareness training and follow up services as out lined in the CCC Mental Health Services Grant. Dates of service: July 1, 2019 – June 30, 2020. Cost not to exceed \$\$4,800.00 from CCC Mental Health Services Grant.
- ii. Agustin Vasquez Lopez – To provide a class “What is Mental Health” and discuss the negative stigma and provide motivation to seek mental help. Date of service: June 13, 2019. Cost not to exceed \$175.12 from CalMHSA Grant.
- jj. Kyoko Harris – To Provide mental health awareness, training and follow up services as outlined in the CCC Mental Health Services Grant. Dates of service: July 1, 2019 – June 30, 2020. Cost not to exceed \$4,800.00 from CCC Mental Health Services Grant.
- kk. Nirvana Ramtahal – To provide mental health awareness training and follow up services as outlined in the CCC Mental Health Services Grant. Dates of service: July 1, 2019 – June 30, 2020. Cost not to exceed \$4,800.00 from CCC Mental Health Services Grant.
- ll. Center for Wellness – To provide the college with a physician of Jorge Moreno, D.O. Date of service: July 1, 2019 – June 30, 2020. Cost not to exceed \$12,000.00 from Student Health & Psych Services.
- mm. Joe Louis Hernandez – To serve as an expert advisor on issues related to formerly incarcerated students and community members. He will design services, tools, and resources for the RISE Scholars Program. Dates of service: July 1, 2019 – August 30, 2019. Cost not to exceed \$4,600.00 from Student Equity Grant.

**B. PERSONNEL**

**a. Academic**

a. Special Assignment, Summer 2019

The following instructor will be paid a \$150 stipend, paid out of Staff Development funds for conducting a staff development workshop on May 1, 2019 to teach members of the campus community to create flyers using canva.com.

CHAVEZ, Vanessa      Counseling

The following instructor will be paid a \$212.19 stipend, paid out of SWP Local Rd. 2 CIT 0701 for coordinating and implementing an RHC student panel to present to a group of middle school students from LEARN (Learning Enrichment & Academic Resources Network) on May 31, 2019.



LIU, David Business

The following instructor will be paid a stipend, not to exceed \$1260, from Student Equity funds, for participation in Stats Lab.

RYAN, Mutsuno Mathematics, Science, & Engineering

The following instructor will be paid a stipend, not to exceed \$1400, from Student Equity funds, for participation in Stats Lab.

GRAHAM, Lynne Mathematics, Science, & Engineering

The following instructor will be paid a stipend, not to exceed \$1680, from Student Equity funds, for participation in Stats Lab.

MILLER, Greg Mathematics, Science, & Engineering

The following faculty member has been awarded a Mellon/ACLS Community College Faculty Fellowship for his project entitled: *Supporting the scholarship and contributions of Indigenous Mexican students through clay-work and self-reflective writing at Rio Hondo College, a Hispanic-serving institution in Whittier California* and will be paid an \$8,250 stipend from the Mellon-ACLS Faculty Fellowship funds.

GARCIA, Santiago Behavioral and Social Science

The following instructors will be paid a \$200 stipend, paid out of Basic Skills Initiative funds, for participating in a Summer Bridge English faculty orientation. Training will include overview of topical materials and essential communication skills to be addressed during Summer Bridge English workshops.

Clavarella, Catherine Communications & Languages  
Jensen, Zachary Communications & Languages  
Keawe, Gloria Communications & Languages  
Parseghian, Levon Communications & Languages  
Perez-Villanueva, Norma Communications & Languages

Each of the following instructors will be paid a stipend, not to exceed \$2,000, paid out of Basic Skills Pilot Partnership Grant funds for participation in Faculty Inquiry Groups (FIGs) that will seek to improve Math & English curricular and instructional alignment between and among area K12 Districts, RHC, and Cal State LA. FIGs will meet monthly to examine curriculum and instructional practices and partnerships as well as data on students' placement, persistence, and completion. FIGs will develop a plan and timeline for regional activities that will engage regional Math/English in professional development, identify pilot projects to launch with partners, and disseminate best practices.

ACOSTA-MATA, Aileen	Communications & Languages
CURRINGTON, Bill	Communications & Languages
JIN LEE, Charlene	Communications & Languages
KOGER, Michael	Communications & Languages
MONTIEL, Gerson	Math, Science, & Engineering
PITASSI, Matt	Math, Science, & Engineering

Each of the following instructors will be paid a stipend, not to exceed \$100, funded by the Title V grant, for participation in presentations and/or panel discussions on First-Year Seminar course offerings to incoming students during the Summer Bridge program.

HOLBROOK, Veronica	Math, Science, and Engineering
KOGER, Michael	Communications and Languages
LYNCH, Sheila	Arts and Cultural Programs
MADRIGAL, Ea	Behavioral and Social Sciences
MARKOSSIAN, Marina	Communications and Languages
RIFINO-JUAREZ, Melissa	Behavioral and Social Sciences
RIOS, Rodolfo	Business
SCHLEICHER, Matthew	Arts and Cultural Programs

Each of the following instructors will be paid a stipend, not to exceed \$250, paid out of Student Equity, for participating in the Rio Teaching and Learning Institute. The stipend includes the participation in the on-day Culturally Responsive Teaching and Practices.

ALVARADO, Delmis	Counseling
BASE, Melissa	Communications & Languages
BERNATAVICHUTE, Yana	Math, Science and Engineering
BOVE, Gina Louise	Communications & Languages
CASTANEDA, Arely	Veterans Services
CHANDRA, Melissa	Math, Science, and Engineering
COOMBS, Kimberly	Math, Science, and Engineering
DEJEAN, Alex	Communications & Languages
DERVISHIAN, Danielle	Math, Science, and Engineering
FLORES, Julio	Math, Science, and Engineering
GARCIA, Santiago	Behavioral and Social Sciences
GUTIERREZ, Jesus	Math, Science, and Engineering
HE, Fendi	Math, Science, and Engineering
HERNANDEZ-SAUL, Cynthia	Math, Science, and Engineering
JENSEN, Zachary	Communications & Languages
LEE, Young	Library
LEONOR, Henry	Communications & Languages
LYNCH, Kelly	Behavioral and Social Sciences
MARTINEZ, Chelsea	Math, Science, and Engineering
MORA, Juana	Behavioral and Social Sciences
NAVA, Michelle	Communications & Languages
NESHEIWAT, Abraham	Communications & Languages
OLIVAS, Sally	Communications & Languages
PEREZ VILLANUEVA, Norma	Communications & Languages
PFEIFFER, Jill	Behavioral and Social Sciences

RIVAS, Claudia	Library
RODRIGUEZ, Jasmine	Communications & Languages
RODRIGUEZ, Jose	EOPS
SAENZ, Marisela	Counseling
SCHIEFELBIEN, Holly	Math, Science, and Engineering
SCHMIDT, Jana	Communications & Languages
SERAFIN, Monica	Behavioral and Social Sciences
SIGALA, Carol	Behavioral and Social Sciences
SOTELO, Angela	Counseling
SPIELER-PERSAD, Gisela	Math, Science, and Engineering
TORRES, Ybonne	Behavioral and Social Sciences
VALDIVIA, Irma	Behavioral and Social Sciences
WOUDENBERG, Mary Kay	Communications & Languages

**Assignments, Summer 2019 (1<sup>st</sup> Session)**

See attached list

**Assignments, Summer 2019 (2<sup>nd</sup> Session)**

See attached list

Part-Time, Summer 2019

Business

KIM, Rick

Kinesiology, Dance and Athletics

KONDRATH, Jessica

Hourly as Needed, Summer 2019

Adult Education

HENDERSON, Edward

Arts & Cultural Programs (funded by Title 5-Avance)

LYNCH, Sheila

Counseling (Funded by Basic Skills Initiative)

ALVARADO, Delmis

HENDERSON, Edward

Student Success (Funded by Catalyst Grant)

BARRIOS, Christina  
DAZA, Igor

LOPEZ MORENO, Nadia

Counseling (Funded by Student Equity)

LARA, Jose  
PICHARDO-DIAZ, Dorali

TIEU, David  
WAUGH, Christine

Career Technical Education

DAVALOS RODRIGUEZ, Enrique

Communications & Languages

KOGER, Michael

Disabled Students Program & Services

HERNANDEZ, David

EOPS (Funded by Student Equity)

CAMACHO, Tammy  
CLARK, Dennyse  
GARCIA, Yvette  
O'BRIEN, Katie

REYES, Dianna  
RODRIGUEZ, Jose  
SAIKILI, Leina

Health, Science and Nursing

Deputy Sector Navigation Health Grand Fund

HERZFELD, Shari

Kinesiology, Dance, and Athletics

ALCALA-SNEE, Christine  
ARAGUNDI, Karl  
AYALA, Armando  
BRENES, Orlando  
CARTAGENA, Alyson  
DENMARK, Natalya  
ESKO, Teddi  
FLORES, Alfonso  
HALLMAH, John  
HEMENWAY, Steve  
HENNIGAN, John HERRERA,  
Rene  
HINZE, Mike  
JAY, Lisa  
JOHNSON, Steve  
LIM, Todd

LOPEZ, Rachel  
LOWE, Mike  
McDowell, Carol  
MUNOZ, Rafael  
NELSON, Bruce  
PUDELKO, Kathy  
SALAZAR, Mike  
SENK, Jodi  
SMITH, Stephen  
STANKEVITZ, Diane  
TANAKA-HOSHIJO,  
Jennifer  
TELLEZ, Mike  
UNGER, Karen  
URQUIDI, Bianca  
URTEAGA, Kristina

Library

ARENAS-VELLANOWETH,  
Vivian  
BABOU, Robin

OLDHAM, Carolyn  
PALACIOS, Cynthia  
RIVAS, Claudia

BEELER, Gabriel  
GARCIA, Patricia  
GUTER, Bruce  
LEE, Young

SINGH, Gina  
TRUONG, Irene  
YOUNG, Brian

Personal & Academic Support Services

FLORES, Julio

MORENO, Nadia

Public Safety

FLACK, Charles

Student Equity

MORA, Juana

Staff Development/FLEX

O'BRIEN, Katherine

Student Success (Funded by Student Equity)

ALVARADO, Delmis  
CASTANEDA, Arely

HENDERSON, Edward  
SOTELO, Angela

TRIO SSS/Student Services (Funded by Student Equity)

LOPEZ MORENO, Nadia

WAUGH, Christine

Veterans Service Center

CASTANEDA, Arely

Hourly as Needed, 2019-2020

Academic Affairs (Evening/Weekend College)

ARANGUNDI, Karl  
HERRERA, Rene

HEMENWAY, Steve  
HOVSEPIAN, Vik

Business

CHAVEZ, Vanessa

CalWORKS

SANCHEZ, Kristina  
TIEU, Julie

TORRES, Anacany

Career Technical Education

BLOD, Lisa

ROGERS, Hsin-Neh

Counseling

ARANDA, Elizabeth  
AVALOS, Marsha  
BARRIOS, Christina  
BERNTHAL, Wyatt  
CENDEJAS-OCHOA,  
Catherine  
CUEVAS, Victoria  
DAZA, Igor  
ESTRADA, Reasey  
HART, Jeremy  
HEILEMANN, Violetta  
HERNANDEZ, Monica  
LOPEZ, Melanie  
LOPEZ MORENO, Nadia  
LUCERO, Andreina  
MARTINEZ, Angeles

MARTINEZ, Arianna  
MENDOZA-CHACON,  
Marlene  
MORALES, Elizabeth  
QUEZADA, Jacqueline  
RAMIREZ-ATILANO,  
Rosanne  
RAMIREZ-  
HOLLINGSHEAD, Lisa  
RODARTE, David  
SALAZAR, Diana  
SANDATE, Edelmira  
SANDOVAL, Flor  
SIERRA, Norma  
SOTO, Gabriella

EOPS/CARE

SAIKALI, Leina

Library

ARENAS-VELLANOWETH,  
Vivian  
BEELER, Gabriel  
BOURGAIZE, Karen  
GARCIA, Patricia

GUTER, Bruce  
OLDHAM, Carolyn  
PALACIOS, Cynthia  
SINGH, Bindiya

Public Safety

See attached Public Safety lists

Staff Development/FLEX

O'BRIEN, Katherine

Student Health and Psychological Services

CHAVEZ, Daniela  
HEAP, Glenn

OLMOS, Sonia  
VILLAFUERTE, Thomas

Student Success (funded by Equity)

ALVARADO, Delmis

HENDERSON, Edward

Student Success (funded by Catalyst Grant)

BARRIOS, Christina M.  
DAZA, Igor

LOPEZ MORENO, Nadia

TRIO SSS/Student Services

LOPEZ MORENO, Nadia                      WAUGH, Christine  
SANDOVAL, Flor

Veterans Service Center

CASTANEDA, Arely

Temporary Full-Time Categorically Funded (E.C. 84770), 2019 – 2020

ANDERSON, Jill, Counselor, Career Technical Education  
ARROYO, Jose, LD Specialist, Disabled Students Program & Services  
BROOK, Dafna, Counselor, Career Technical Education  
CAMACHO, Tammy, Counselor, EOP&S/CARE  
CASTANEDA, Arely, Counselor/Coordinator, Veterans Service Center  
CLARK, Mary, Counselor, EOP&S/CARE  
DE LEON, Maribel, Counselor, Counseling  
DIAZ, Sandy, Counselor, Adult Education  
FLORES, Julio, Counselor, Counseling  
GARCIA, Yvette, Counselor, EOP&S/CARE  
GAW, Rose, Counselor, Disabled Students Program & Services  
HUINQUEZ, Jorge, Counselor, Counseling  
KAUFMAN, Bonilee, LD Specialist, Disabled Students Program & Services  
LAMPERT, Katharine, Counselor, Disabled Students Program  
MARTINEZ, Angelica, Counselor, Counseling  
O'BRIEN, Katie, Counselor, EOP&S/CARE  
PICHARDO-DIAZ, Dorali, Counselor, Counseling  
REYES, Dianna, Counselor, Counseling  
RIVERA, Mary, Counselor, Counseling  
RODRIGUEZ, Jose, Counselor, EOP&S/CARE  
ROMO, Claudia, Counselor, Career and Technical Education  
SAENZ, Marisela, Counselor/Coordinator, Guardian Scholars  
SILVA, Diego, Counselor/Coordinator, Student Affairs/CalWORKs  
SOTELO, Angela, Counselor, Counseling  
TIEU, David, Counselor, Counseling

PART-TIME, Fall 2019

Behavioral and Social Sciences

KLEIN, Thomas                              ZAMBRANO, Alexander  
TRICUT, Ivan

Business

LOPEZ, Enrique

Communications & Languages

LOZANO, Andrea

Math, Science and Engineering

VINCENT, Jordan

b. Retirement

DARYOUSH, Firouzeh, Full-Time Faculty, Mathematics, Engineering and Science. Her last day of employment will be May 23, 2019, with her first day of retirement being May 24, 2019.

c. Minimum Qualifications and Equivalency E.C. 87359(b)

See attached list

2. **Management & Confidential**

a. Employment

Categorically Funded (E.C. 87470)

The following employees will continue in the designated capacity with dedicated funding, effective July 1, 2019 through June 30, 2020. If continued funding should not be available, appropriate notice will be served prior to the end of funding:

BEZA, Brenda, Project Manager, PASS

FERNANDEZ, Margaret, Grant Manager, Career Technical Education

GETHERS, Shireetha, Director, Child Development Center

LEVY, David, Interim Director, Financial Aid, Scholarships, and Veterans Services

MARTINEZ, Maria Lea, Interim Project Manager, Career and Technical Education

NOBLE, Bruce, Grant Manager, Deputy Sector Navigator, Career and Technical Education

ROCHA, Cecilia, Grant Manager, Student Equity

SALAZAR, Barbara, Assistant Dean of Student Success and Retention, Student Success and Retention/Basic Skills

SUAREZ, Francisco, Project Manager, Continuing Education

3. **Classified**

a. Employment, 2019

Regular Classified

JACOBO MANRIQUEZ, Luis, Student Services Assistant, First Year Success Center, 100%, 12 months, effective June 3, 2019

MENDEZ, Juan, Instructional Assistant, Communications & Languages, 65%, 11.5 months, effective April 30, 2019

PITTMAN, Samuel, Range Master, Public Safety, 100%, 12 months, effective June 3, 2019



SANCHEZ, Lorena, Clerk Typist II, Educational Centers, 100%, 11 months, effective June 17, 2019

SANCHEZ, Ruth, Admissions & Records Assistant, 100%, 12 months, effective June 3, 2019

ULLOA, Amy, Support Services Aide, Disabled Students Program and Services, 100%, 11.5 months, effective June 3, 2019

Continued Employment, Regular Classified, 2019-2020

The following employees will continue in the designated capacity with dedicated funding through June 30, 2020. If continued funding should not be available, 60-day notice shall be served:

ACOSTA, Monika, Financial Aid Coordinator, 100%, 12 months, Financial Aid

ACOSTA, Robin, Student Services Assistant, 47.5%, 12 months, Career Center/Counseling

AGUILA, Monique, Food Services Worker, 45%, 11 months, Child Development Center

AGUILAR GARCIA, Angel, Student Services Assistant, 100%, 12 months, Counseling

ALVAREZ-MEJORADO, Melissa, Senior Secretary, 100%, 12 months, Career Technical Education

AMARO, Annabel, Clerk Typist III, 47.5%, 12 months, Center for Career and Re-Entry Services/Counseling

ANGEL, Lizbeth, Children's Center Aide, 37.5%, 11.5 months, Child Development Center

AYALA, Nancy, Clerk Typist III, 100%, 11.75 months, Continuing Education

BARRIOS, Jessica, Financial Aid Assistant, 100%, 12 months, Financial Aid

BATTLES, Ethel, Interpreter Coordinator, 75%, 11 months, Disabled Students Program & Services

BELIS, David, Student Services Assistant, 100%, 12 months, Counseling

BELMAL, Erik, Educational Advisor, 100%, 11.5 months, Math, Sciences and Engineering

BENAVIDES, Bryan, Student Services Assistant, 100%, 12 months, Outreach/Student Success

BENNETTE, Magnus, Instructional High Tech Access Microcomputer Lab Technician, 100%, 11.5 months, Disabled Students Program & Services

BLAKE, Gillian, Clerk Typist III, 47.5%, 12 months, Disabled Students Program & Services

BRETADO, Alberto, Web Developer, 100%, 12 months, Marketing & Communications

CABALLERO, Irma, EOPS/ Evaluator, 100%, 12 months, EOPS

CARLOS, Frank, Student Services Assistant, 100%, 12 months, Financial Aid

CASAS, Michelle, Sr. Financial Aid Assistant, 100%, 12 months, Financial Aid

CAMPOS, Mayra, Student Services Assistant, 100%, 12 months, Outreach/Student Success

COLMENARES-FIGUEROA, Janira, Student Services Assistant, 100%, 12 months, Outreach/Student Success

CONTRERAS, NgocTam, Student Services Assistant, 100%, 12 months, Outreach/Student Success

CRUZ, Sonia, Senior Food Services Worker, 75%, 11 months, Child Care Center

DE LARA, Sofia, Accounting Technician II, Special Program, 100%, 12 months, Accounting

DELGADO, Anthony, Research Specialist, 100%, 12 months, Institutional Research and Planning

DURAND, Jennifer, Student Services Assistant, 47.5%, 12 months, CalWORKs

FIGUEROA, Nubia, Clerk Typist II, 47.5%, 12 months, CalWORKs

FIGUEROA, Sarai, Children's Center Aide, 37.5%, 11.5 months, Child Development Center

FIGUEROA, Vanessa, Student Services Assistant, 100.0%, 12 months, Transfer Center/Counseling

GARCIA, Elvia, Child Development Center Teacher, 100%, 11.5 months, Child Care Center

GARCIA, Norma, Testing Technician, 100%, 12 months, Assessment Center

GOMEZ, Roxanna, Clerk Typist III, 100%, 12 months, Health Sciences And Nursing

GONZALEZ, Elizabeth, Children's Center Aide , 37.5%, 11.5 months, Child Care Center

GONZALEZ, Guadalupe, Children's Center Aide , 37.5%, 11.5 months, Child Care Center

GONZALEZ, Monica, Student Services Assistant, 100%, 12 months, Outreach/Student Success

GONZALEZ, Martin, Student Services Assistant, 100%, 12 months, Transfer Center/Counseling

HERNANDEZ, Jasmine, Clerk Typist III, 47.5%, 12 months, Math, Sciences, and Engineering

HERNANDEZ, Venessa, Evaluations Technician, 100%, 12 months, Admissions and Records

HSIAO, Joyce, Student Services Assistant, 100%, 12 months, CalWORKs

HURTADO, Araceli, Clerk Typist III, 85%, 12 months, Counseling

JASUJA, Beatriz, Child Development Teacher, 100%, 12 months, Child Care Center

LEE HUIE, Jennifer, Clerk Typist III, 100%, 11.5 months, Child Development Center

LOPEZ, Deborah, Foster Care & Program Specialist, 100%, 12 months, Foster Care

JACOBO MANRIQUEZ, Luis, Student Services Assistant, 100%, 12 months, Counseling

MARTINEZ, Teresa, Clerk Typist III, 100%, 11.5 months, Academic Affairs/Staff Development

MENDEZ, Marina, Student Services Assistant, 100%, 12 months, Financial Aid

MOLINA, Hector, Sr. Instructional Assistant, 100%, 11 months, Learning Assistance Center  
PALLINI, Cynthia, Educational Advisor, 100%, 11.75 months, Personal & Academic Support Services  
PAPAVERO, Andrea, Clerk Typist III, 100%, 11 months, Career Technical Education  
PASTOR, Maria, Children's Center Aide, 37.5%, 11.5 months, Child Development Center  
PATINO, Cynthia, Career Development Center Specialist, 100%, 11.5 months, Center for Career & Re-Entry Services/Counseling  
PEREA, Jessica, Research Specialist, 100%, 12 months, Institutional Research and Planning  
PEREZ, Aaron, Job Developer, 100%, 12 months, Career Technical Education  
PEREZ, Denise, Clerk Typist III, 100%, 12 months, CalWORKs  
REYEZ, Blanca, Children's Center Aide , 37.5%, 11.5 months, Child Development Center  
RIBONI, Christina, Evaluations Technician, 100%, 12 months, Admissions and Records  
RIVERA RINGO, Andrea, Special Education Aide-Physically Disabled, 100%, 11.5 months, Disabled Students Program & Services  
ROMO, Aracely, Senior Secretary, 100%, 12 months, Student Success (split funds)  
SAENZ, Rocio, Clerk Typist III, 100%, 12 months, EOPS  
SALMERON, Odila, Testing Technician, 100%, 12 months, Assessment Center  
SAMAI, Jendi, Clerk Typist II, 40%, 12 months, Foster Care  
SANCHEZ GONZALEZ, Elvira, Child Development Center Teacher, 100%, 12 months, Child Development Center  
SILVA, Adriana, Children's Center Aide , 37.5%, 11.5 months, Child Development Center  
SMITH, Dawn, Child Development Center Teacher, 100%, 12 months, Child Development Center  
TELLES, Elizabeth, Clerk Typist III, 100%, 12 months, Student Success & Retention/Basic Skills  
TARIN, Elizabeth, Instructional Assistant – Apprenticeship, 100%, 12 months, Career Technical Education (split funds)  
VARGAS, Patricia, Children's Center Aide, 37.5%, 11.5 months, Child Development Center  
VALDES, Eliana, Clerk Typist III, 93.75%, 11.5 months, Marketing and GCR (split funds)  
VASQUEZ, Johana, Children's Center Aide , 37.5%, 11.5 months, Child Development Center  
VERDUGO, Laura, EOPS/CARE Specialist, 100%, 12 months, EOPS  
VILLANUEVA, Jennifer, Children's Center Aide , 37.5%, 11.5 months, Child Development Center  
VILLEGAS-GOMEZ, Ayari, Clerk Typist III, 100%, 12 months, Counseling  
XIAO, Sheila, Research Analyst, 100%, 12 months, Counseling  
YU, Alice, Account Clerk III, 100%, 12 months, Accounting (split funds)

ZAVALA, Jasmine, Sr. Financial Aid Assistant, 100%, 12 months,  
Financial Aid

Substitutes, 2018 – 2019

FONSECA, Eileen, Clerk Typist III, Human Resources, effective May 20, 2019  
HERNANDEZ, Griselda, Clerk Typist III, Disabled Students Program and  
Services, effective June 3, 2019  
HOLGUIN, Vanessa, Substitute Child Development Center Teacher, effective  
May 3, 2019  
JACOBO MANRIQUEZ, Luis, Student Services Assistant, Counseling,  
effective May 7, 2019

Substitutes, 2019 – 2020

ALMARALES, Lianne, Clerk Typist II, Pico Rivera, El Monte, and South  
Whittier Educational Centers, effective July 1, 2019  
BARBOZA, Jesus, Fire Academy Training & Operations Specialist, Public  
Safety, effective July 1, 2019  
CARMONA, Michael, Grounds Maintenance Worker, Facilities Services,  
effective July 1, 2019  
CASAS, Lawrence, Utility Worker, Facilities Services, effective July 1, 2019  
CRUZ, Elizabeth, Custodian, Facilities Services, effective July 1, 2019  
FIGUEROA, Alvaro, Grounds Maintenance Worker, Facilities Services,  
effective July 1, 2019  
FLORES, Gabriel, Fire Academy Training & Operations Specialist, Public  
Safety, effective July 1, 2019  
FONSECA, Eileen, Clerk Typist III, Human Resources, effective July 1, 2019  
FUENTES, Sergio, Grounds Maintenance Worker, Facilities Services,  
effective July 1, 2019  
GUILLEN, Javier, Locksmith, Facilities Services, effective July 1, 2019  
HART, Gregory, Custodian, Facilities Services, effective  
July 1, 2019  
HERNANDEZ, Alberto, Facilities Services, effective July 1, 2019  
HERNANDEZ, Griselda, Clerk Typist III, Disabled Students Programs and  
Services, effective July 1, 2019  
LAPITAN, Carolyn, Child Development Center Teacher, Child Development  
Center, effective July 1, 2019  
LUGO, Lucina, Sr. Food Services Worker, Child Development Center,  
effective July 1, 2019  
MARTINEZ, Leslie, Child Development Center Teacher, Child Development  
Center, effective July 1, 2019  
MORALES, Diana, Children's Center Aide, Child Development Center,  
effective July 1, 2019  
PARR, Richard, Custodian, Facilities Services, effective July 1, 2019  
RAMIREZ, Steve, Electrician, Facilities Services, effective July 1, 2019  
RASCON, Donna, Clerk Typist II, Pico Rivera, El Monte, and South Whittier  
Educational Centers, effective July 1, 2019  
SANCHEZ, Andrew, Athletic Trainer, Kinesiology, Dance & Athletics, effective  
July 1, 2019

b. Retirement

BATTLES, Ethel, Interpreter Coordinator, Disabled Students Program & Services. Her last day of employment will be July 31, 2019, with her first day of retirement being August 1, 2019.

4. **Unrepresented, (AP 7130), 2018-2019 & 2019-2020**

a. Employment, 2018 – 2019

Basic Skills (Summer Bridge)

Tutors II

ALCALA, Karla	LOPEZ, Alexandria
ALMANEA, Christina	MARTINEZ, Jorge
BUCIO, Joycelin	RAMIREZ-VILLALOBOS, Frank
CHRISTOPHERSON, Elizabeth	ROBLES, Alejandro
CHRISTOPHERSON, Katherine	SOTO, Kimberly
LOPEZ, Albert	

Counseling

Student Success Coach II (Funded by SSSP)

BAUTISTA, Giovanni	ESQUIVEL, Jeanette
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Student Success Coach II (Summer Bridge)

ESQUIVEL, Jeanette

Kinesiology, Dance, and Athletics

Coaching Specialist

GUTIERREZ, Jesus

Non-Credit/ Continuing Education Lecturers

ALVAREZ, Monika	QUEENSBERRY, Ryan
PUBLICO-KOBAYASHI, Angel	

b. Employment, 2019–2020

Arts and Cultural Programs

Accompanists

LEUNG, Sin Yi	SHAPOVALOV, Ivan
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Models

BECK, Jonathan	REED, Katherine
BONANNI, Cathy	REICHMAN, Fey
COLE, John	SWIFT, Bonita
DEVAI, Trace	TURNER, Kim
EVERETT, Andrew	TEO, Jee
HALE, Susan	WORRILOW, Lynn
HOUSTON, Yuko	

Lecturers

SUN, Ming-Hwei

Career Technical Education

Tutors II

Cortes, Luis

Liu, Jieni

Communications and Languages (LAC)

Tutors II

BERTINO, Nia

NAN, Xue

BONIFACIO, Daphne

NAVARRETE, Dana

CANDELARIO, Isabella

NGUYEN, Bao

CAO, Ha

NGUYEN, Trang

CHAN, Jonathan

NGUYEN, Vu Minh

CHENG, Biqian

ORTIZ, Daniel

CONTRERAS, Thomas

PADILLA, Adeline

ENGLISH, Barry

PHAM, Hanh

ESQUIVEL, Albert

PLACENCIA, Shawn

GOMEZ, Vincent

REYES-LUCERO, Harley

GOVEA, Kimberly

ROMO, Kristina

GUENTHER, Dylan

SALDANA, Dianne

LI, Jieying

SANCHEZ-BELTRAN,

MEDINA, Adrian

Maria

MEDINA, Angelica

TENA, Barbara

MORAN, Michael

ZAMORA, Addy

MUNOZ, Fred

Supervisor

CADENA, Alexander

HUGHES, Patricia

GRISAT, Matthew

Counseling

Student Success Coaches II

DURAN, Oscar

ROMERO, Dominique

SSSP

Student Success Coaches II

ARAUZ, Kimberly

GONZALEZ, Stephania

BAAZ MEDINA, Maria

PEREZ, Oscar

BERNAL, Georgina

ROMERO, Dominique

Summer Bridge

Student Success Coaches II

ANAYA JURADO, Laura

ESQUIVEL, Jeanette

ESPINOZA, Anthony

Disabled Students

Interpreters/Translators for Deaf

ANDERSON, Dorie HENDERSON, Eileen

Foster Care

MEURER, Catherine MUSHRUSH, Turid

Health Science and Nursing

Tutor II

CAPUL, Sandhee RIVAS, Joe

Kinesiology, Dance and Athletics

Coaching Specialists

CANO, Amanda	LOPEZ, William
COLLINS, Charles	MALDONADO, Jose
DOYLE, Cody	MARTINEZ, Andrew
EASTMAN, Emilie	MARTINEZ, Joseph
FENISON, Herman	MENA, Emily
FENTON, Thomas	MONROY, Ernest
FOSTER, Jeremy	NAJAR, Anthony
GARRIDO, Jacobo	RUIZ, Antonio
HAWKINS, Timothy	SCHNEIDER, Christopher
HOCHSTRASSER, Walter	VILLA, Uriel
HURTARTE, Gary	WILLS, Joseph
LEW, Keimi	

Lifeguard

GRIJALVA, Samantha

Mathematics, Sciences and Engineering

Supervisor

TRANG, Dat

Tutors II

ALCALA, Diego	PEREZ, Margaret
BERMUDEZ, Kerin	PINA, Adrian
BUSTAMANTE, Gerardo	PROHROFF, Jacob
CAMACHO, Peter	QUAN, Kiana
CHAPA, Irene	RAMIREZ, Alberto
CHAVEZ, Anthony	RAMIREZ, Erik
CRUZ RAMIREZ, Luis	REGALADO, Louis
FUKUSHIMA, Lance	ROMERO LEDEZMA, George
GARCIA HERNANDEZ, Jose	SAAVEDRA, Suzanne
	SALESJOYA, Jessica
GARFIAS, Erika	SCIANNI, Andrew
GRANADOS, Alejandra	TRANG, Tu
HIDAJAT, Richard	VARGAS, Jorge
LIMAS, Andrew	VILLALON, Victor

MIRANDA TRUJILLO, Mario      Zuver, Dylan  
ORTEGA, Nancy

Non-Credit/ Continuing Education Lecturers

ALVA, Jessica	LIU, David
ARGUETA, Hilda	LOPEZ, Alejandro
BARATTA, Carl	MATTHIS, Greg
BAUGHMAN, Trissia	MAZLOOM, Martin
CARROL, Max	MORRISON, Ralph
CHUNG, Hannah	NORENA, David
CRUZ, Larry	OROZCO, Isai
DARCY, Michael	PEREZ GOMEZ, Nataly
DO, Chi	SAHAKYAN, Arpine
DUSATKO, Larry	SCHUTZ, Alex
GAMEZ, Kimberley	SHAHNAZ, Alaei
IKEDA, Susan	USARY, Patricia
KANE, Lynne	VALENZUELA, Javier
KIM, Caroline	VARKATZAS, Nick
LAI, Dolly	ZHAO, Shupeng Benjamin

Personal and Academic Support Services Program (PASS)

Student Success Coaches II

ALVAREZ, Pedro      GARCIA, Amanda

Public Safety

Recruit Training Officers

AGUILAR, Peter	LAWSON, David
BAIRES, Rey	LEE, Elgin
BARBOZA, Jesus	LODICO, Caleb J
BARRERA, Carlos	MARANGAKIS, Chris
BESTPITCH, Jeremy	MARTINEZ, Jaime
BOBADILLA, Eric	MARTORANA, John
BRAWLEY, Steven A	MOLINA, Robert
CALDERA, Valerie	NARAYAN, Vishal
CALLE, Carlos	NGUYEN, Allen
CAPILOUTO, Joshua	NIJLAND, Patrick
CARLE, Jarret	PADILLA, Jesus
CARO, Brandon	ROBLES, Andrew
CASTELLON, Eduardo	RUBIO, Ernesto
CROSS, Jeremy A	RUIZ, Wilfredo
DONATO, Carlos	RUIZ, Victor
ESTRADA, Ulises	RUSH, Jonathan
FISH, Michael	SANTOS, Daniel
FLECK, Christian,	SUTCLIFFE, Andrew
FLORES, Carlos	TORRES, David
FLORES, Gabriel	TRAN, David
GARCIA, Raymond	TURRELL, Michael
GUTIERREZ, Steven	VALLE, Felix
HERRERA, Herrera	VAZQUEZ, Roberto



HIDALGO, Matthew  
HUNT, Jeremy  
LANGE, Michael  
LARA, Sergio

WILKINS, Charles  
WILLIAMS, Kendra  
WILLIAMS, David

Student Health and Psychological Services

Recruit Training Officers

BURTON, Ryan  
CASAS, Alexander  
GONZALEZ, Saul

LAWSON, David  
MARTINEZ, Arnulfo

Student Equity

Student Success Coaches II

DURAN, Oscar

Student Success & Retention

Tutor II

BUSTOS, Ann  
FRANCO, Eric  
GOMEZ, Vincent  
LI, Yomping

ORTIZ, Daniel  
PADILLA, Adeline  
TRAN LE, Nguyen

Student Success Coaches II

ANAYA, Laura  
CHAVOYA, Francisco  
DELGADO, Briana  
DURAN, Oscar  
ESPINOZA, Anthony

FREEBORN, Cristina  
GARCIA, Amanda  
ROMERO, Dominique  
SALCEDO, Dulce

Student Success (Funded by Catalyst Grant)

Student Success Coaches II

ANAYA JURADO, Laura  
FREEBORN, Christina

SALCEDO, Dulce

Student Success & Retention (Basic Skills)

Tutors II

ABAD, Jocelyn  
BARRERAS, Margali  
BENITEZ, Daniel  
CASTELLANOS, Ana  
DOMINGUEZ, Veronica  
GRAHAM, Haylee  
HAMMOND, Robert  
JIMENEZ VILLASENOR, Ana  
LAURELL, Jake  
LI, Boming

RAIGOSA HERNANDEZ,  
Arlette  
RICO, Todd  
ROSAS SEVERIANO, Maria  
RUIZ, Julian  
SANTOYO, Richard  
SHYONG, Samantha  
SOFFE, Morganna  
SOLVES, Epifania  
VITELA, Zulema

Student Life and Leadership

Student Success Coach II

RAMALHO, Kaitlyn

Students, 2018 – 2019

ARROYO, Marina, EOP&S/CARE

Volunteers, 2019 – 2020

CHAIDEZ, Francisco, Kinesiology, Dance and Athletics

CRUZ, Gabrielle, Kinesiology, Dance and Athletics

JACKSON, Amanda, Kinesiology, Dance and Athletics

MAGALLON, Natalie, Kinesiology, Dance and Athletics

MARTINEZ, Cynthia, Kinesiology, Dance and Athletics

SALANG, Anthon, Kinesiology, Dance and Athletics

SAUCEDO, Heaven, Behavioral and Social Sciences

VELASCO, Andrea, Kinesiology, Dance and Athletics

WIKKELING-MAROTTA, Sydney, Kinesiology, Dance and Athletics

**C. ACADEMIC AFFAIRS**

**1. Curriculum Items**

The following items have been processed according to college policy for the development of curricula, which includes review and approval, by the District Curriculum Committee:

**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:

**ART 117: History of World Ceramics**

(Arts & Cultural Programs)

Degree Applicable; (3.0 Units)

**Justification:** This course is appropriate for all students interested in ceramics, art, and science. It is also intended to be part of a Ceramics Certificate of Achievement.

**ART 145: Glaze Composition**

(Arts & Cultural Programs)

Degree Applicable; (3.0 Units)

**Justification:** This course is appropriate for all students interested in ceramics, art, and science. It is also intended to be part of a Ceramics Certificate of Achievement.

**ART 190: Gallery and Exhibition Design**

(Arts & Cultural Programs)

Degree Applicable; (3.0 Units)

**Justification:** This course is appropriate for all students interested in art, art exhibitions, museum studies, and cultural studies. This course will be a

requirement for a certificate of achievement under development. The course will also be submitted for GE.

**GIS 150: Small Unmanned Aircraft Systems Procedures and Regulations**  
(Career and Technical Education)

Degree Applicable; (1.50 Units)

**Justification:** By the year 2020 there will be over 23 million sUAS (drones) in service. sUAV applications can be a game changer for many industries from videography, survey mapping, public safety, biology, planning, utilities to precision agriculture. However, a sUAV user must be FAA107 licensed for any direct or indirect commercial use of sUAS. This course is also intended to be part of the Certificate of Achievement in Geographic Information Systems.

**HUSR 120: Introduction to Rehabilitation Services**

(Behavioral and Social Science)

Degree Applicable; 3.0 Units

**Justification:** This class is designed to prepare the student to work at a level of competency and understanding with persons with disabilities in the community. The student will develop an awareness of the social, psychological, economic, physical, medical, and environmental needs of people with disabilities as they seek vocational rehabilitation services. The student preparing for the degree in rehabilitation services should be able to provide services for people with disability, evaluate assistive technology, apply basic counseling techniques, and conduct and evaluate basic research. The class introduces students who seek to transfer to a four-year institution and work in the field of rehabilitation services. This course will maximize individual strengths in their work with people with disabilities, and emphasize individual choice in the planning process. This course will be submitted for articulation to CSU Los Angeles for their COUN 2000 course for their Bachelor of Science in Rehabilitation Services Program. In addition, it will be added to the Drug Studies Associate of Science Degree & the Certificate of Achievement.

b. **Unit/Hour Change**

The following courses have been recommended for a unit/hour change to reflect an increase/decrease in course content.

**NCOA 010: Principles of Mind and Body Health I for Older Adults: Flexibility and Balance**

**Hour Change: From: 8 to 24 Hours**

**To: 1 to 24 Hours**

c. **Course Number Change:**

The following courses have been recommended for course number changes effective Fall 2019.

**PAC 43032: Physical Fitness**

**Number Change: To: PAC 020**

**PAC 43035: Firearms**

**Number Change: To: PAC 021**

**PAC 43049: First Aid/CPR**

**Number Change: To: PAC 022**

**PAC 4314: Field Training Officer Course**  
**Number Change: To: PAC 023**

**PAC 4342: Weapons, Semi-Automatic Handguns**  
**Number Change: To: PAC 024**

**PAC 4376: PC 832 Arrest**  
**Number Change: To: PAC 025**

**PAC 4377: PC 832 Firearms**  
**Number Change: To: PAC 026**

**PAC 4378: PC 832 Communications and Arrest Methods**  
**Number Change: To: PAC 027**

**d. New Program**

The following degrees/certificates have been recommended for Inclusion in our offerings and catalog.

**Certificate of Achievement – Administration of Justice**  
(12.0 Units)

**e. Deletion from Curriculum**

The following course/program has been recommended for deletion from our curriculum.

**NCOM 043: Conversational Spanish**

**16. Resolution No. 061219 Declaration of Emergency on the Repair of Hot Water Line Leak at the corner of Circle Drive and North Drive: Boomer Construction, Inc.**

This item was pulled for discussion and separate action.

Mr. Yulian Ligioso, Vice President of Finance & Business, provided a brief update on the hot water leak and fielded questions from the Board of Trustees regarding scope of work, length of time for completion and environmental impact to the campus.

- 105.** On the motion of Ms. Santana, seconded by Ms. García, the Board voted unanimously by the four members present [García, Lomeli, Santana, Valladares] and the Board of Trustees approved Resolution No. 061219, approved contract with Boomer Construction, Inc. in the amount not to exceed \$41,306.00 to be paid from Scheduled Maintenance Funds and authorized the Administration to execute the appropriate documents on behalf of the District. The Student Trustee advisory vote was aye.

**17. Additional Fees for “L” Tower Seismic Upgrade Project – Project Labor Agreement Consulting Services – Solis Group**

This item was pulled for discussion and separate action.

Mr. Valladares requested that President Dreyfuss provide the rationale on the need for this agenda item.

Ms. García requested that President Dreyfuss expand on the duties. The Superintendent/President worked with Terry Solis for over a year and Ron Miller who is in

charge of the Building Trades. We went back and forth though the contracts along with both legal counsels and that took many months to complete agreed upon language. Because the District is considering going out for another Bond, President Dreyfuss extended the L Tower, a \$30 million project and put it into a Project Labor Agreement (PLA).

Ms. García reported that this is about the Board's values too. The L Tower building costs increased significantly and the Board worked collectively with the Superintendent/President and decided to create a PLA that also included all the subcontractors.

President Dreyfuss reported that they also handle the labor compliance aspects of the project.

Ms. Santana asked that when President Dreyfuss stated the costs of the labor, it was for the consulting fees and not the costs of the labor?

President Dreyfuss affirmed and stated that they had to extend their personnel.

Mr. Valladares shared his concerns, while it is not due to a lack of support for labor. He has been a union member for over 14 years in his County position. He serves and was elected to the executive Board of his union. His concern is 1.) being bound to the Solis group, adding additional fees and 2.) extending the contract to \$40,000 for additional time through 2020. Mr. Valladares is trying to understand why and how we are bound to the Solis group for this additional amount.

President Dreyfuss affirmed and deferred to Mr. Jerry Quemada who negotiated the contract.

Mr. Quemada provided a brief overview on the status of the need for the extension. The L Tower projected completion date is forecast for late August 2020. The Solis Group's time will continue past this date to work with the State Labor Commissioner who ensures that the contractors are compliant and also handles any claims that are filed. The Solis Group has been a consultant and worked on several other major projects that have resulted in "key turn" ready projects for the District.

- 106.** On the motion of Ms. García, seconded by Ms. Lomeli, the Board voted unanimously by the four members present [García, Lomeli, Santana, Valladares] and the Board of Trustees authorized an increase to the contract value of Solis Group, for an additional Project Labor Agreement consulting services in the amount not to exceed \$40,610.00 for a revised total contract amount of \$150,257.00 from Bond Funds and authorized the Administration to execute the appropriate documents on behalf of the District. The Student Trustee Advisory vote was aye.

### **30. Change of Contract Amount and Term – American Life Security**

This item was pulled for discussion and separate action.

Mr. Valladares requested that President Dreyfuss elaborate on the need for this agenda item and the requested increase of \$20,000. Mr. Valladares as the chair, requested that the Trustees keep comments until being recognized and please do not answer for anyone.

President Dreyfuss reported that the original contract was not signed even though it was approved on January 23, 2019 for \$35,000. A month or two later, the Board President

asked for the report. President then followed up with the Director of Contract Management who oversees contracts. The Director reported that the vendor did not sign the contract. President Dreyfuss asked the Director to follow up with the vendor as to why they never signed the contract. The respond which the President has from an email that was forwarded to her from the Director, states that the vendor needs to meet with the Board President first.

President Dreyfuss met with the Board President and the two partners of American Life Security and mentioned that this contract was approved in January and shared the agenda at that meeting along with the boiler plate contract. All that was needed was a signature for work to commence. That is where it left off. Last week, either Monday or Thursday, the Board President mentioned that we wanted this on the agenda and gave her a contract showing an increase from \$35,000 to \$65,000. She mentioned to the Board President that it is too much money, then he said how about \$59? President stated that she would be more comfortable with \$55,000. That is where it was left at.

Mr. Valladares recognized Ms. García.

Ms. García thanked Vice-President Valladares for raising this issue. Completely unethical. President Dreyfuss our Board President has no authority to negotiate on behalf of this Board and to negotiate any contracts on behalf of the college. That is why we have a Superintendent/President, that is why we have employees. This is completely unethical that you have the President of the Board negotiating directly with any company and then giving the Superintendent/President a contract to put on the agenda. Thank you Trustee for bringing this issue because I (García) was not aware of this. This is not the first time this happens. This is multiple times that this has happened.

I am glad that we are all going for professional development training as Trustees. Number one issue is that we do not handle any business or contractual issues on behalf of the college. That is not our authority. That is our staff's authority. We are a Board and we work on policy issues. This is completely unethical and this is the second time. We had an attorney where our Superintendent/President was given a contract and said here by the way hire this one and here is the amount. So this is the second one and I want to again thank Trustee Valladares for bringing this issue which is completely unethical. For ethical purposes, Trustee Valladares, I vote no. I think it is the responsibility of the Superintendent/President and the next one to negotiate every single contract on behalf of the Board. That is not our job.

Mr. Valladares recognized Ms. Santana.

Ms. Santana reported that she is extremely uncomfortable with this. She asked if we went out on an RFP for this contract?

President Dreyfuss responded no.

Ms. Santana asked how do we even justify the initial amount of \$35,000 and what are we getting in services for the additional \$20,000?

President Dreyfuss reported that with the revised contract there is a scope of work.

Ms. Santana asked if there was a scope of work in the original contract?

President Dreyfuss reported that there was a scope of work in the contract but the vendor never signed the original contract.

Ms. Santana asked if it was because the vendor wanted more money?

President Dreyfuss reported that she was not aware and had no idea why.

Ms. Santana requested to be reminded on the scope of work.

Mr. Valladares reviewed the timeline for this contract. On January 23, 2019 the Board approved the consent agenda item. On January 23, 2019, the Board of Trustees approved Consent Agenda item III.A.1 to have an Agreement with American Life Security to provide consultant services to review and evaluate the campus safety, security and emergency management protocols and services with a not to exceed amount of \$35,000.00 to be paid from General Funds. That is something what we already agreed upon. He does not know what happened. This is why he was concerned about this particular item. He will also be voting no but do want to recognize that the Board approved the \$35,000. He is moving to vote against the increase and stick to what was previously approved.as a Board collectively not to exceed \$35,000.

Mr. Valladares recognized Ms. Lomeli.

Ms. Lomeli reported that she will also be voting no on the increase. She supports the original approved amount in January, 2019.

President Dreyfuss reported that if this item fails to pass than the original amount of \$35,000 stands.

Ms. Campillo asked is the Board was provided a breakdown of the scope of work entails and why it is necessary?

President Dreyfuss responded that there is no breakdown only the scope of work.

Mr. Valladares recognized Ms. García.

Trustee García wanted to make sure that the Board voted on the \$35,000 but they did not give the authority of the Board to have the Board President negotiate this contract. That is the job of our Superintendent/President. So I want to make it very clear that she is voting no, not because of the services, but she is voting no because there was no authority of the Board President to negotiate on behalf of this Board the additional services.

Trustees Santana reported that on the issue of the negotiating, because this is not the first time that this is done. She does not want to have the new Superintendent/President having to undo a lot of this stuff. As a Board, we have a Code of Ethics, protocol and request that the Vice-President of the Board look into this matter and discuss it with the Trustee who did negotiate the contract and to ensure that this does not happen again.

On January 23, 2019, the Board of Trustees approved Consent Agenda item III.A.1 to have an Agreement with American Life Security to provide consultant services to review and evaluate the campus safety, security and emergency management protocols and services with a not to exceed amount of \$35,000.00 to be paid from General Funds.

Additional amount of \$20,000.00 is needed to be added to the contract. The revised not to exceed amount will be \$55,000.00 (\$35,000.00 + \$20,000.00).

Term is also changed to June 13, 2019 through December 31, 2019.

107. On the motion of Ms. Lomeli, seconded by Ms. García, the Board voted unanimously by the four members present [García-No, Lomeli-No, Santana-No, Valladares-No] not to approve the revised contract amount and term as described above. Student Trustee advisory vote was no. **The item unanimously failed.**

### III. ACTION ITEMS

#### A. PRESIDENT'S OFFICE

##### 1. Revision of Board Policies (Final Adoption)

108. On the motion of Ms. Santana, seconded by Ms. Lomeli, the Board voted unanimously by the four members present [García, Lomeli, Santana, Valladares] to approve the Board Policies listed below. The Board Policies have been revised and have gone through the review process which includes the Administrative Council, President's Council, and Planning and Fiscal Council (PFC) and to the Board of Trustees for first reading on May 8, 2019. The Student Trustee advisory vote was aye.

The Board of Trustees approved the following Board Policies for final adoption;

BP 4106	Nursing Programs
BP 4220	Standards of Scholarship
BP 4225	Course Repetition
BP 4240	Academic Renewal
BP 4250	Probation, Dismissal and Readmission
BP 4260	Pre-Requisites and Co-Requisites

##### 2. Resolution in Support of AB 1725 the After School Education and Safety (ASES) Program

109. On the motion of Ms. Santana, seconded by Ms. García, the Board voted unanimously by the four members present [García, Lomeli, Santana, Valladares] and adopted the resolution in support of AB 1725 the After School Education and Safety (ASES) Program. The Student Trustee advisory vote was aye.

The Board Resolution in support of AB 1725 the After School Education and Safety (ASES) Program. The After School Education and Safety (ASES) Program Act of 2002, an initiative statute approved by the voters as Proposition 49 at the November 5, 2002, statewide general election, established the ASES Program under which participating public schools receive grants to operate before and after school programs serving pupils in kindergarten or grades 1 to 9. The California State Legislature has proposed AB 1725, which would amend Proposition 49 by requiring the Department of Finance to augment the total funding amount for the program through an increase in the daily per-pupil rate equal to the higher of either 50% of specified increases to the minimum wage or the percentage increase to the California Consumer Price Index. Given that Rio Hondo College values continued availability of after school programs to all youth in the district, the Board is asked to consider supporting a resolution in support of AB 1725.

Trustee Santana requested that this approved resolution be sent to the State Senate and the Governor's Office.



## **B. FINANCE AND BUSINESS**

### **1. Tentative Budget 2019/2020**

- 110.** On the motion of Ms. García, seconded by Ms. Santana, the Board voted unanimously by the four members present [García, Lomeli, Santana, Valladares] and approved the 2019/2020 Tentative Budget as presented for submission to the County Superintendent of Schools pursuant to Education Code §85023. The Student Trustee advisory vote was aye.

In accordance with Education Code §85023, the Tentative Budget for the Rio Hondo Community College District is submitted to the Board of Trustees. Legally, approval of the Tentative Budget is required by July 1, 2019.

The Tentative Budget includes General Fund, Financial Aid Fund, Children's Center Fund, Auxiliary Services Organization Fund, Associated Students of Rio Hondo College Fund, Capital Project Fund, Revenue Bond Construction Fund and Revenue Bond Project Fund and Internal Service Fund.

## **IV. INFORMATION ITEMS**

- 1. Personnel Diversity Report**
- 2. Discussion on the Activities for Board Goals**
- 3. Bond Expenditure Report**
- 4. BP 2410 - Board Policies and Administrative Procedures**
- 5. BP 3510 - Prevention of Workplace Violence and Disruption**
- 6. AP 3510 - Prevention of Workplace Violence and Disruption**

Ms. Santana asked for clarification as to why the BP and AP 3510 were on this agenda?

President Dreyfuss reported that the Board President wanted it placed on the agenda.

### **Mr. Mendez arrived at 8:51PM, assumed the chair and joined in at this point of the meeting.**

Mr. Mendez reported that there has been concern regarding this policy District wide among constituents. We put the what is an AP what is a BP on the agenda as information items previously. So this is just a reminder for us as to what is a BP and what is an AP and what is the Board's jurisdiction on each one of these. It is important for us to be very clear. The BP is supposed to be general and is supposed to touch the intent of BP 3510 which is Prevention of Workplace Violence and Disruption. The AP interprets the BP. This is one of the occasions where the prescription in the AP is pretty detailed. In this it provides for a process for anyone who may have issue or concern regarding Workplace Violence or Disruption issues to initiate a process. There was concern whether this in fact complies with state and federal law, and we will be asking for counsel's opinion soon.

Ms. Santana reported that we did have counsel's opinion when we amended it in 2016.

Mr. Mendez responded right, so we need to update that so that we are still compliant.

Ms. García reported that she and Ms. Lomeli recently worked on the Harassment Policy to and believes that it is currently going through the process as well. That adds to this here.

Mr. Mendez responded that this is the time to voice any concerns because it is on the agenda. He is not sure if it is in PFC or not, but until the policy and/or procedure changes it stands as is.

Ms. Santana asked if there is a concern that we are too lenient or too restrictive?

Mr. Shawn Smith addressed this item and reported that if you look at the BP from CCLC it addresses workplace violence. Workplace violence is something that is required by OSHA. Years back there was a stand-alone workplace violence policy and the disruption was added to it. Disruption included bullying, intimidation, stalking, etc. Those kinds of behaviors are covered under Title IX in that some of those behaviors can lead to discriminatory and/or harassment behavior. Also, at the same time we are covered under 3435 in those types of behaviors. The reason to bring before the PFC is to get us in compliance with Title IX and to bring us into compliance as to what the intent of AP 3510 is.

Ms. Santana asked is Title IX is more restrictive than this?

Mr. Smith reported that Title IX is not necessarily more restrictive but more specific as to what the responsibilities are for the Title IX Coordinator and Title IX Investigators.

Ms. Santana stated that she does not want to dissect this when there was a specific reason why we did this in 2016. Nowhere in our policies did we have bullying or intimidation in there and this was a result of corrective action. There was no other policy where we could place corrective action or that we could stand on to discipline or take action because none of our policies spoke directly to those behaviors and at the same time she believes that there was state legislation addressing the bullying legislation so I don't know or remember if the legislation that is addressing bullying was after the revision for before it.

Mr. Smith reported that it was in 2016 that there was state legislation regarding bullying. In fact, there is no current law that covers bullying. Bullying can be a subset of what is discrimination or hostile work environment/harassment.

Mr. Valladares requested to hear from the representatives from CSEA and RHCFA.

Ms. Hernandez reported that she has more familiarity with the birth of the AP and Trustee Santana is correct and there was nothing at that time that would allow the District to be proactive and take corrective measures when issues of bullying, intimidation and stalking were alleged. Thus the creation of this AP and so quite frankly, we have been expressive when we had the gun incident. We then as we do today, stand on that procedure was not followed and this very near and dear to us. I understand what Ex. Director Smith is saying but what she doesn't hear is that this AP is in anyway contradicting or illegal in anyway. We saw it as a way for us meaning a cross-constituency committee being able to see if the conduct rose to a level. This committee does not decide guilt or innocence. It does not hand out discipline. It is one that says this needs to be investigated and then it goes on to the institutional body for redress if they find there is any misconduct. At least what the classified have experienced is that this AP has not been made available even though we feel that we have followed the intent of the Board Policy and the AP. She is glad this is being brought forward so that she can get clarification. So far it has just been the persons at the PFC who are stressing the importance of this. This was decided by all that this college would be proactive in addressing these types of matters.

Mr. Mendez recognized Ms. García.

Ms. García stressed the importance of following process. She things that if there are proposals to strengthen this policy that we have a joint session, or that it goes to the PFC process which is the Institutional Planning Process and then it comes to the Board with input from all of our constituencies to see how we can clarify the intent and strengthen it. One issue is discussing the policy. The second is did we follow it? She just wants to make sure that the two are separated. If the policy needs to be strengthened, then Mr. Smith is the one who is in charge of calendaring the updates for all of the policies. I would say that is where this process should start.

Mr. Mendez wished to provide clarification. The reason why he put 2410 is because it prescribes what the differences are in an AP and a BP and the Board's role. The AP is for the Board to review to see if the standard carries out the intent of the BP. The AP and BP is in the PFC hands right now. When it comes forward the Board will review and see if the AP carries out the intent of the BP. At this point, the reason why Mr. Mendez put this on the agenda is because it is law of Rio Hondo College until it is otherwise stricken or amended so it currently stands.

Mr. Smith reported in looking at that, he understands that's what was voted on and that is what is there. The reason he wanted to bring it to the PFC to begin with is so that we can align with the requirements with 3510 as well as compliance with OSHA and Title IX. Title IV requires neutrality, impartiality and confidentiality of an investigation, etc. The way it is currently rolled out in 3510 it disregards a few of those things. We have to be as neutral as we can be and there is an appeals process that is put in place that enables us should a complainant choose to bring that forward to this board all the way up to the Chancellor's Office and/or to the Department of Fair Employment and Housing so that we are compliant with the law entirely.

Mr. Mendez reported that he concurs that anytime you find a policy or procedure that is in need of revision to comply with state and federal law that you initiate that process and also recommend that you have a good analysis for the PFC so by the time it comes forward to the Board we have a clear understanding about the changes that are being made.

Ms. García requested that in the future, the context be provided to the full Board collectively as to why any Board Policies or Administrative Procedures are placed as information items prior to any board meeting, so trustees can fully prepare to address at a meeting or study session.

Mr. Mendez responded that it was not the intent to amend at this point. Providing that it goes through the PFC and planning process.

Ms. Hernandez voiced her concerned and is understanding now based on the conversation that the Board is not aware of complaints. A complaint was made in January and she is finding out in June that the Board has not heard about this. All of this time has gone by and this process has not been made available to us when we have followed the process to the letter of the AP. With that, CSEA legal counsel has gotten involved and asked for a cease and desist on furthering you anymore discussion on this AP because now it is negotiable. Now if the Board is not aware of this, you are acting in the dark. Sandra was very open with the Co-Chairs of the PFC and stated that CSEA members would not be participating in dialogues because whatever is determined there will be a unilateral action. CSEA will not give the impression that we are engaging in a negotiation.

Mr. Mendez stated that it is understood. His perspective is from 2016 to today, it is regulation until it is changed. He can get a legal opinion if needed. Until it comes forward to the Board it stands.

Ms. Santana reported that if it involves a member of the staff and violating their privacy we need to be briefed on the matter so we have full understanding.

Mr. Mendez, as a policy maker clarified that in his role, if a BP and AP have not been changed they are the law of Rio Hondo College. Mr. Mendez will consult with Legal counsel to see what the law was in January and what it is today. If that is the case, we need to stick to our BP's and AP's as prescribed.

Ms. Santana responded unless the law has changed and then we are out of compliance. She requested a legal analysis on current state and federal laws.

Mr. Valladares asked if there is an item in Closed Session that we will be briefed on.

President Dreyfuss responded yes there is a very detailed update that will be given.

## **7. Board Calendar of Events 2019**

### **V. STAFF AND BOARD COMMENTS**

#### **• Board Development Reporting**

Mr. Mendez discussed the having a conducive environment for the incoming Superintendent/President. Currently, he senses a feeling that the college is operating with two Boards. He feels accomplished getting a new Superintendent/President and is excited for the college to move forward. Rio Hondo is one college and has one Board. It is extremely important for this Board to operate as one. What he is going to do to help that process along is hand over his Board President duties to the Vice President of the Board. He called for elections at the July meeting so if anyone wishes for a change that will be the opportunity to do it.

Ms. Santana asked Mr. Mendez if he was resigning as Board President?

Mr. Mendez responded that there will be a Board election.

Ms. Santana requested that Mr. Mendez review the Board Policy.

Mr. Mendez resigned as the Board President and called for elections in July. If anyone wants the chair, get your three votes. It's unfair for the new Superintendent to inherit two boards.

### **VI. CLOSED SESSION**

Mr. Mendez read the items to be discussed and recessed the meeting to closed session at 10:01PM.

Mr. Mendez reconvened the meeting at 11:04PM and reported that the following action was taken in closed session;

- PUBLIC EMPLOYEE APPOINTMENT**
  - *Superintendent/President*

Mr. Mendez reported that the Board of Trustees unanimously selected Mendocino-Lake Community College District Superintendent/President Dr. Arturo Reyes, 57, of Ukiah, to succeed current Superintendent/President Teresa Dreyfuss, who retires on June 30, 2019.

The terms will be announced once the contract is approved at the next regular Board of Trustees meeting on July 10, 2019.

Mr. Mendez recessed back into closed session at 11:06PM.

**Mr. Mendez departed at some point during closed session.**

Mr. Valladares assumed the chair and reconvened the meeting at 12:55AM (6/13/19) and reported that the following action was taken in closed session:

*Pursuant to Section 54957:*

• **PUBLIC EMPLOYEE EMPLOYMENT**

➤ **Full-Time, Tenure-Track, Sociology Instructor**

This item was tabled until August, 2019.

➤ **Full-Time, Tenure-Track, Chicana/o Studies Instructor**

This item was tabled until August, 2019.

**If it**

➤ **Dean, Behavioral and Social Sciences**

This item was tabled until August, 2019.

➤ **Interim Grant Manager, Outreach and Concurrent/Dual Enrollment**

This item was tabled until August, 2019.

• **PUBLIC EMPLOYEE DISCIPLINE / DISMISSAL / RELEASE**

111. On the motion of Ms. Santana, seconded by Ms. García, the Board voted unanimously by the four members present [García, Lomeli, Santana, Valladares] and accepted the Superintendent/President's recommendation to affirm the five-day suspension without pay of public employee #TV898232. Mr. Mendez was absent.

*Pursuant to Section 54957.6:*

• **CONFERENCE WITH LABOR NEGOTIATOR**

Agency Negotiator: Teresa Dreyfuss

Employee Organization: CSEA

No action taken on this item.

**VII. ADJOURNMENT**

Mr. Valladares adjourned the meeting at 12:56AM. The next meeting of the Board of Trustees will be held on the following dates below;

- Special Board Meeting – Study Session/Board Retreat, Wednesday, June 26, 2019, 6:00PM
- Regular Board Meeting – Wednesday, July 10, 2019, 6:00PM



## Alpha List

Summer 2019, First Session

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### Part-time

<u>Department</u>	<u>Last</u>	<u>First</u>
ARTS & CULTURAL PROGRAMS	Accardo	Frank
	Acuna-Hansen	Chris
	Brown	Ada
	Dawson	David
	Gardos	Alexander
	Halvorson	Robert
	Korf	William
	Lewis	Cynthia
	Miller	Robert
	Reeder	Ronald
	Robertson	Carolyn
	Schleicher	Matthew
	Stevens-Gandara	Erin
	Valenzuela	Javier
	Ward	Ashley
	Wheeler	George
	BEHAVIORAL AND SOCIAL SCIENCES	Adams
Andrade		Miachelle
Barman		Kevin
Beck		Karen
Brousseau		Beth
Brutlag		Brian
Burgwin		Michael
Chaboya		Francesca
Dalla Dea		Ariane
Dixon		Scott
Duran		Jose
Fraga		Michael
Garcia		Santiago
Gonzalez		Elwing
Gonzalez		Hector
Hall		David
Javanmard		Mike
Juarez		Melissa
Karmiryan		Ruzanna
Keo-Trang		Zelida
Latson		Jack
Lee		Rowoon
Madrigal		Ea
Magginetti	Jaclyn	
Martinez	Alex	
Moe	Sondra	

	Montero	Sasha
	Mora	Juana
	Munoz	Elba
	Naqvi	Saira
	Ocon	Albert
	Perry	Abbie
	Pfeiffer	Jill
	Pilati Corselli	Michelle
	Pimentel	Alberto
	Preston	Theodore
	Ramos-Bernal	Natasha
	Roberts	Kenitha
	Ross	Lisa
	Sandoval	Tony
	Shaw	Timothy
	Sigala	Carol
	Smith	Kevin
	Sotelo	Francisco
	Valdivia	Irma
	Wetsman	Adam
	Young	Colin
BIOLOGY	Bethel	Robert
	Fierro	Melanie
	Ribaya	Jeronimo
	Spencer	Shelly
BUSINESS	Blackmun	Eugene
	Bladh	Eric
	Cha	Janet
	Chawora	Rukudzo
	Hartunian	Elma
	Hernandez III	Manuel
	Kim	Rick
	Lee	Joseph
	Leon	Ivan
	Liu	David
	Liu	Jeannie
	Molina	David
	Muhammed	Anil
	Onyenwe	Bright
	Redinger	Michelle
	Rios	Rodolfo
	Rodriguez	Juan Roberto
CAREER TECHNICAL EDUCATION	Dighera	Michael
	Dornean	Marius
	Frala	John
	Gold	Andrew
	Herman	Maurice
	Hughes	Sean
	Linares	Trinidad
	Lindy	David
	Moore	George
	Morton	William



COMMUNICATIONS & LANGUAGES

Nakatani	Farrah
Olson	Eric
Ortiz	Paul
Roberts	Warren
Ameen	James
Anderson	Kenneth
Arrona	Martha
Askren	Mark
Bean	Michelle
Bove	Gina
Bowen	James
Burch	Angeline
Candida	Celestine
Carrera	Wendy
Cascella	Henry
De Los Santos	Blanca
Dejean	Alexandre
Eckstrom	Marie
Fernandez	Juan
Flores	Margarita
Gallegos	Joshua
Garcia	Alonso
Garcia-Rios	Fatima
Hickey	Sparkle
Ho	Hsing
Isaac	Lily
Jalloh	Katrina
Klager	Katherine
Koger	Michael
Krone	Stephanie
Lai	Wendy
Leonor	Henry
Lew	Sandra
Llerena	Lydia
Massimino	Brian
McCrary	Roy
Okamoto	Tyler
Orr	Alyesse
Perez Villanueva	Norma
Puga	Gilbert
Rhodes	Angela
Rodriguez	Jasmine
Roldan	Pablo
Ruiz	Karen
Saakyan	Murad
Serrao	Elizabeth
Sloniger	Wells
Tovmasian	Grant
Vance	Holly
Vazquez	Dana
Velazquez	Ralph
Williamson	Angela

COUNSELING & STUDENT SUCCESS	Woudenberg	Mary
	Zaro	Mariano
	Alvarado	Guadalupe
	De La Mora	Martha
	De Leon	Maribel
	Huinquez	Jorge
	Pichardo-Diaz	Dorali
	Rivera	Mary
	Saenz	Marisela
	Valladares	Diana
ENVIRONMENTAL TECHNOLOGY HEALTH SCIENCES AND NURSING	Ricarte	Romeo
	Fang	Zhaohua
	Huang	Wendy
	Leach	Barbara
	Lopez-Alvarado	Katherine
	Perreault	Frank
	Ruehl	Jeanne
	Aragundi	Karl
	Ayala	Armando
	Brenes	Orlando
KINESIOLOGY, DANCE & ATHLETICS	Cartagena	Alyson
	Herrera	Rene
	Hinze	Michael
	Jay	Lisa
	McDowell	Carol
	Pudelko	Kathy
	Senk	Jodi
	Smith	Stephen
	Tellez	Michael
	Urquidi	Bianca
MATHEMATICS	Urteaga	Kristina
	Amoranto	Evan
	Archambault	Alan
	Botello	Robert
	Bronkar	Ryan
	Chau	Evelyn
	English	Cameron
	Fung	Hank
	Garcia	Nancy
	Garg	Garima
Gill	Jack	
Gillotte	Christopher	
Gonzalez	Lydia	
Guo	Dan	
Hemenway	Elaine	
Holbrook	Veronica	
Hsiao	Jupei	
Johnson	Johnny	
Jung	Duhwa	
Kim	Edward	
Littrell	Mark	
Martinez	Jose	

PHYSICAL SCIENCE

Miller	Gregory
Montiel	Gerson
Pitassi	Matthew
Pomerantsev	Ludmila
Ryan	John
Ryan	Mutsuno
Sarvi	Kayvon
Tress	Marguerite
Trinh	Thanh
Tseng	Kelly
Wang	George
Watterlond	John
Welday	Adam
Chandra	Melissa
Chen	Ling-I
Edison	Thomas
Forrest	Michael
Leung	Allen
Mindes	Aimee
Molina	Claudia
Rhee	Joseph
Scott	Christopher
Vaca	Christian
Balch	David
Coffman	Daniel
Flores	Ygnacio
Jaeggi	Scott
Kimber	George
Mason	Donald
Mitchell	Carley
Newman	James
Rickman	Tracy
Wallace	Gerald
Angustain	Alexander

PUBLIC SAFETY

TECHNOLOGY



## Alpha List

Summer 2019, Second Session

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### Part-time

<u>Department</u>	<u>Last</u>	<u>First</u>	
ARTS & CULTURAL PROGRAMS	Dawson	David	
	Gardos	Alexander	
	Korf	William	
	Livingston	Jannine	
	Ramsey	Christopher	
	Robertson	Carolyn	
	Rusch	Lori	
	Schleicher	Matthew	
	Vichengrad	Kirk	
	Wheeler	George	
BEHAVIORAL AND SOCIAL SCIENCES	Beck	Karen	
	De Setto	Vincent	
	Diaz	Corina	
	Duran	Jose	
	Juarez	Melissa	
	Lynch	Kelly	
	Mullikin	Wanda	
	Preston	Theodore	
	Serafin	Monica	
	Starkey	James	
BIOLOGY	Willis	Janice	
	Dervishian	Danielle	
BUSINESS	Katnik	Stephen	
	Rios	Rodolfo	
COMMUNICATIONS & LANGUAGES	Acosta-Mata	Aileen	
	Breitenbacher	Alba	
	Curington	William	
	Dejean	Alexandre	
	Jones	Casey	
	Markossian	Marina	
	McCrary	Roy	
	Tovmasian	Grant	
	COUNSELING & STUDENT SUCCESS	Flores	Julio
		Lara	Jose
Thomas		Julius	
Valladares		Diana	
Villanueva		Viviana	
EOPS	Clark	Mary	
	Brenes	Orlando	
KINESIOLOGY, DANCE & ATHLETICS	Esko	Teddi	
	Johnson	Steve	
	Lim	Todd	

	Lopez	Rachel
	Stankevitz	Diane
	Tanaka-Hoshijo	Jennifer
	Urquidi	Bianca
MATHEMATICS	Arias	Adriana
	Choi	Ying
	Fung	Hank
	Graham	Lynne
	Ly	Hoa
	Mangahas	Ronaldo
	Martinez	Chelsea
	Martinez	Jose
	Ramirez	Claudia
	Vu	Nguyen
	Wong	Su Lan
PHYSICAL SCIENCE	Forrest	Michael
	Rhee	Joseph
PUBLIC SAFETY	Flores	Ygnacio
	Mason	Donald

Public Safety Hourly  
2019 - 2020

Last Name	First Name	Title	Department Name
ALLEN	KENNETH	Instructor	Public Safety
ALVO	ANTHONY	Instructor	Public Safety
ANDERSON	JIM	Instructor	Public Safety
ANDERSON	NATHANIEL	Instructor	Public Safety
ARTEAGA	ADAM	Instructor	Public Safety
BARRERA	CARLOS	Instructor	Public Safety
BAUMUNK	JEFFREY	Instructor	Public Safety
BEARD	JAHNA	Instructor	Public Safety
BECKMAN	RICHARD	Instructor	Public Safety
BIEDERMANN	REBEKAH	Instructor	Public Safety
BISCAILUZ	JAMES	Instructor	Public Safety
BLAND	JAMES	Instructor	Public Safety
BONE	DARIUS	Instructor	Public Safety
BRAKEBILL	JAMES	Instructor	Public Safety
BRESHEARS	DENNIS B	Instructor	Public Safety
BUTLER	MARC	Instructor	Public Safety
CAPILOUTO	JOSHUA	Instructor	Public Safety
CARLE	JARRET	Instructor	Public Safety
CARLSON	KENNETH NORMAN	Instructor	Public Safety
CARNEWAL	VICTOR C	Instructor	Public Safety
CARRILLO	PATRICK	Instructor	Public Safety
CHACON	EDUARDO	Instructor	Public Safety
CHAN	REUBEN	Instructor	Public Safety
CHAN	ALEXANDER	Instructor	Public Safety
CHAO	JASON	Instructor	Public Safety
CHAVEZ	HENRY	Instructor	Public Safety
CHESTER	VIVIAN	Instructor	Public Safety
CHUTE	STEVEN	Instructor	Public Safety
CLARIDGE	DANIEL	Instructor	Public Safety
CLARK	DENNIS	Instructor	Public Safety
CONROY	DANIEL	Instructor	Public Safety
CROSS	JEREMY	Instructor	Public Safety
DAUGHERTY	SEAN	Instructor	Public Safety
DAY	ALAN	Instructor	Public Safety
DAYNE	GEOFFREY	Instructor	Public Safety
DE LA GARZA	ELOY	Instructor	Public Safety
DEANGELIS	DANNY	Instructor	Public Safety
DELGADO	DENISE M	Instructor	Public Safety
DISTELRATH	JOHN	Instructor	Public Safety
DOCHNAHL	TERRIL	Instructor	Public Safety
DDME	BRYAN	Instructor	Public Safety
DONCHIG	JOHN	Instructor	Public Safety
DOYLE	ANDREW	Instructor	Public Safety
EDWARDS	WAYNE	Instructor	Public Safety
ENCINAS	ANTHONY	Instructor	Public Safety
ENGEN	JAMES	Instructor	Public Safety

5/20/2019

**Public Safety Hourly  
2019 - 2020**

ESCONTRIAS	SEAN	Instructor	Public Safety
ESPARZA	BENJAMIN	Instructor	Public Safety
ESPLEY	DAVID	Instructor	Public Safety
FINNER	ANITA	Instructor	Public Safety
FISH	ANTHONY	Instructor	Public Safety
FISH	MICHAEL	Instructor	Public Safety
FLACK	CHARLES	Instructor	Public Safety
FLORES	CARLOS	Instructor	Public Safety
FLORES	GABRIEL	Instructor	Public Safety
FREEMAN	KENT	Instructor	Public Safety
FREMPTEP	RICHARD	Instructor	Public Safety
FUKUZAWA	LEIGH	Instructor	Public Safety
GACAD	DAVID	Instructor	Public Safety
GALVAN	ROBERT	Instructor	Public Safety
GAMBOA	NEIL	Instructor	Public Safety
GARWOOD	DON	Instructor	Public Safety
GIN	JONATHAN	Instructor	Public Safety
GRZYWA	ANDREW	Instructor	Public Safety
HABERLE	SCOTT	Instructor	Public Safety
HADSELL	CLIFFORD	Instructor	Public Safety
HAGGERTY	JUDITH	Instructor	Public Safety
HALLOCK	MATTHEW	Instructor	Public Safety
HARDEN	MICHAEL	Instructor	Public Safety
HARPER	RANDALL NEL	Instructor	Public Safety
HARTMAN	JAMES B	Instructor	Public Safety
HAUGEN	JASON	Instructor	Public Safety
HEBERT	DOMINIC	Instructor	Public Safety
HERNANDEZ	CRUZ	Instructor	Public Safety
HERNANDEZ	MILTON	Instructor	Public Safety
HONTZ	DAVID	Instructor	Public Safety
HUGHES	ROBERT	Instructor	Public Safety
HULSEY	JED	Instructor	Public Safety
HUNG	YUPO BOB	Instructor	Public Safety
HUYNH	NGOC	Instructor	Public Safety
HYOUNG	HUMPHREY	Instructor	Public Safety
JOHNSON	ERIC CLAYTON	Instructor	Public Safety
JOINER	JAY	Instructor	Public Safety
JONES	TIMOTHY ANDREW	Instructor	Public Safety
JONES	CARL	Instructor	Public Safety
KANG	DAVID	Instructor	Public Safety
KEEN	WILLIAM	Instructor	Public Safety
KINGI	RONALD	Instructor	Public Safety
KLOPFENSTEIN	Stan	Instructor	Public Safety
LAICANS	ALBERT	Instructor	Public Safety
LAMP	JOHN	Instructor	Public Safety
LANG	MICHAEL	Instructor	Public Safety
LANGER	MICHAEL	Instructor	Public Safety

5/20/2019

21

Public Safety Hourly  
2019 - 2020

LARA	SERGIO	Instructor	Public Safety
LAU	KENT	Instructor	Public Safety
LAVEAGA	VICTOR	Instructor	Public Safety
LEASURE	KENNETH	Instructor	Public Safety
LEE	ROBERT	Instructor	Public Safety
LEE	ROBERT MICHAEL	Instructor	Public Safety
LEE	MICHAEL	Instructor	Public Safety
LEPE	SERGIO	Instructor	Public Safety
LODICO	CALEB	Instructor	Public Safety
LOPEZ	LEON	Instructor	Public Safety
MACIAS	GUILLERMO	Instructor	Public Safety
MAGANA	JAIME	Instructor	Public Safety
MALDONADO	ALFONSO	Instructor	Public Safety
MANSFIELD	RAYMOND	Instructor	Public Safety
MARTIN	ANTONIO	Instructor	Public Safety
MARTINEZ	ALFRED	Instructor	Public Safety
MCGOVNEY	CHADRICK	Instructor	Public Safety
MEJIA	SERGIO	Instructor	Public Safety
MEJIA	FABIAN	Instructor	Public Safety
MEREDITH	DONALD	Instructor	Public Safety
MIKLOS	DAVID	Instructor	Public Safety
MILANO	TROY	Instructor	Public Safety
MITTRY	CRAIG	Instructor	Public Safety
MOLINA	ROBERT	Instructor	Public Safety
MOLINA	ROBERT	Instructor	Public Safety
MONTIERTH	BERTIE	Instructor	Public Safety
MURPHY	WILLIAM	Instructor	Public Safety
NAKAMURA	RIKIMARU	Instructor	Public Safety
NILO	EDUARDO	Instructor	Public Safety
NOLLNER	CRAIG	Instructor	Public Safety
NORWOOD	KURT	Instructor	Public Safety
NUNES	FRANK	Instructor	Public Safety
O'DONNELL	KEVIN	Instructor	Public Safety
PAINTON	TODD	Instructor	Public Safety
PENA	RICHARD	Instructor	Public Safety
PETROPULOS	DAN	Instructor	Public Safety
POCK	RUDOLPH	Instructor	Public Safety
RAMIREZ	EUGENE PHILIP	Instructor	Public Safety
RAMIREZ	RICHARD	Instructor	Public Safety
REID	ROBERT	Instructor	Public Safety
REYNOSO	DAVID	Instructor	Public Safety
RICO	VICENTE	Instructor	Public Safety
RIDDLE	PAUL	Instructor	Public Safety
RODRIGUEZ	KIMBERLY	Instructor	Public Safety
RUDIGER	GREG	Instructor	Public Safety
RUIZ	ANDREW	Instructor	Public Safety
RUIZ	Victor	Instructor	Public Safety

5/20/2019



**Public Safety Hourly  
2019 - 2020**

SALAZAR	PAUL R	Instructor	Public Safety
SANTOS	RICKY	Instructor	Public Safety
SEDANO	SAIRA	Instructor	Public Safety
SETO	VICTOR	Instructor	Public Safety
SHOOK	TRAVIS	Instructor	Public Safety
SHOOK	TYLER	Instructor	Public Safety
SIEFKE	EVAN	Instructor	Public Safety
SMITH	LANCE	Instructor	Public Safety
SMITH	RONALD	Instructor	Public Safety
SMITH	RICHARD	Instructor	Public Safety
SPARROW	DENNIS	Instructor	Public Safety
STANLEY	ERIC	Instructor	Public Safety
STARY	EDUARDO	Instructor	Public Safety
STIGER	JODY	Instructor	Public Safety
STRATTON	MICHAEL	Instructor	Public Safety
STREMEL	TYLER	Instructor	Public Safety
SUEN	CHEN	Instructor	Public Safety
SZENCZI	CHRISTOPHER	Instructor	Public Safety
TEEPLES	JAMES	Instructor	Public Safety
TERUKINA	RYAN	Instructor	Public Safety
TOLEDO	MARCUES	Instructor	Public Safety
TOSTADO	FRANCISCO	Instructor	Public Safety
UPDIKE	HAROLD	Instructor	Public Safety
VALDEZ	FABIAN	Instructor	Public Safety
VALDEZ	EDWARD	Instructor	Public Safety
VALLE	FELIX	Instructor	Public Safety
VARON	DEBORAH SUE	Instructor	Public Safety
VAZQUEZ	MANUEL	Instructor	Public Safety
WHEATLEY	DEBRA	Instructor	Public Safety
YAMATE	CHRIS	Instructor	Public Safety
YANG	ISSAC	Instructor	Public Safety
ZESATI	SAUL	Instructor	Public Safety

**Total Records on Report: 172**

5/20/2019

**Rio Hondo Community College District  
MQs and Equivalencies Submitted with June 12, 2019 Board Agenda**

DISCIPLINE	DIVISION	MINIMUM QUALIFICATIONS	EQUIVALENCY
Accounting	BUSINESS	<p>Master's degree in accountancy or business administration with accounting concentration <b>OR</b> Bachelor's degree in business with accounting emphasis or business administration with accounting emphasis or economics with an accounting emphasis <b>AND</b> Master's degree in business, business administration, business education, economics, taxation, or finance <b>OR</b> the equivalency.</p>	<p>A Master's degree in business administration, taxation, or finance <b>AND</b> a CPA license <b>OR</b> CMA certification, <b>OR</b> a Bachelor's degree in accounting or business administration with accounting concentration <b>AND</b> a CPA license or CMA certification <b>AND</b> six (6) years of professional work experience as a Certified Public Accountant, Certified Management Accountant or a Certified Internal Auditor.</p>
Administration of Justice (Police Science, Corrections, Law Enforcement)	PUBLIC SAFETY	<p>Any Bachelor's degree <b>AND</b> two years of <u>related</u> professional experience, <b>OR</b> any Associate degree <b>AND</b> six years of <u>related</u> professional experience <b>OR</b> the equivalency/<u>substantials</u>.</p>	<p><b>For Administration of Justice or Corrections:</b> An Associate degree in the administration of justice, criminal justice, law enforcement, homeland security or related area <b>AND/OR</b> a combination of successfully completing coursework totaling at least twelve (12) units at the baccalaureate level in the area in which the equivalency is requested, plus evidence of at least three (3) years' experience in a related career area. <b>For Police Science And /Or Corrections</b>*, A combination of successfully completed coursework totaling at least six (6) units at the lower division level in the area in which the equivalency is requested; specially a certified law enforcement basic academy program, <b>PLUS</b> evidence of at least three (3) years' experience in a related career area, <b>OR</b> at least six (6) units at the lower division level in the area in which the equivalency is requested; specifically a certified law enforcement basic academy program, <b>PLUS</b> a specific POST certification in the area in which equivalency is requested. * Pertains to training and educational programs certified for presentation by the California Commission on Peace Officers Standards and Training (POST).</p>
Anthropology	BEHAVIORAL & SOCIAL SCIENCES	<p>Master's degree in anthropology or archeology <b>OR</b> Bachelor's degree in either of the above <b>AND</b> Master's degree in sociology, biological sciences, forensic sciences, genetics or paleontology</p>	<p><b>None</b></p>
Architecture	CAREER & TECHNICAL EDUCATION	<p>Any Bachelor's degree <b>AND</b> two years of <u>related</u> professional experience, <b>OR</b> any Associate degree <b>AND</b> six years of <u>related</u> professional experience <b>OR</b> the equivalency/<u>substantials</u></p>	<p><b>None</b></p>

6/16/2019

**Rio Hondo Community College District  
MQs and Equivalencies Submitted with June 12, 2019 Board Agenda**

ART	<p><b>ARTS &amp; CULTURAL PROGRAMS</b></p> <p>Master's degree in fine arts, art, or art history <b>OR</b> Bachelor's degree in any of the above <b>AND</b> Master's degree in humanities <b>OR</b> the equivalent. Note: "Master's degree in fine arts" as used here refers to any Master's degree in the subject matter of fine arts, which is defined to include visual studio arts such as drawing, painting, sculpture, printmaking, ceramics, textiles, and metal and jewelry art; and also art education and art therapy. It does not refer to the "Master of Fine Arts" (MFA) degree when that degree is based on specialization in performing arts or dance, film, video, photography, creative writing or other non-visual art.</p>	<p>1. A Master's in fine arts (M.F.A.), studio arts <b>AND</b> evidence of eminence in the field as demonstrated by <b>one</b> of the following: (a) an extensive statewide or national exhibition record of juried or invitational shows in recognized galleries or museums or (b) evidence of five (5) years of professional work in the commercial arts field <b>OR</b> 2. A Bachelor's in fine arts, studio art, art history or any humanities <b>AND</b> the successful completion of 30 units, in combination of upper division undergraduate and graduate coursework, at least half of which must be at the graduate level, in fine arts or studio art <b>AND</b> evidence of eminence in the field as demonstrated by one of the following: (a) an extensive statewide or national exhibition record of juried or invitational shows in recognized galleries or museums or (b) evidence of five (5) years of professional work in the commercial arts field.</p>
Art History	<p><b>ARTS &amp; CULTURAL PROGRAMS</b></p> <p>Master's degree in art history, history of art and architecture, or visual culture/visual studies <b>OR</b> Bachelor's degree in art history <b>AND</b> Master's degree in history <b>OR</b> Master's degree in art with a recorded emphasis or concentration in art history.</p>	<p>A Master's Degree in fine arts or arts <b>AND</b> one of the following: 1) Successful completion of 30 units, in combination of upper division undergraduate and graduate coursework, at least half of which must be in art history, art theory, art criticism, or history of architecture; <b>AND</b> at least half of which must be at the graduate level 2) Evidence of eminence in the field as demonstrated by one of the following: a) 5 years of professional experience in art museums or art galleries involving research, curating, education, or conservation; <b>OR</b> b) extensive evidence of published writings in the field of art history, art theory, or art criticism in widely circulated professional publications.</p>
Athletic Trainer	<p><b>KINESIOLOGY, DANCE &amp; ATHLETICS</b></p> <p>Any Bachelor's degree <b>AND</b> two years of <b>related</b> professional experience <b>OR</b> any Associate degree <b>AND</b> six years of <b>related</b> professional experience/<b>equivalent</b>.</p>	<p><b>None</b></p>
Auto Collision	<p><b>CAREER &amp; TECHNICAL EDUCATION</b></p> <p>Any Bachelor's degree <b>AND</b> two years of <b>related</b> professional experience; <b>OR</b> any Associate degree <b>AND</b> six years of <b>related</b> professional experience/<b>equivalent</b>.</p>	<p>1) U.S. Diploma, <b>PLUS</b> college course work equivalent to an Associate's Degree in the discipline of the assignment, <b>PLUS</b> eight (8) years of occupational experience related to the discipline of the assignment at or above the journeyman level or equivalent - technical recognition in the discipline of the assignment, <b>PLUS</b> appropriate certification to practice or licensure or its equivalent, if available <b>OR</b> 2) U.S. Diploma, <b>PLUS</b> eight (8) years of occupational related to the discipline of the assignment at or above the journeyman level or equivalent - technical recognition in the discipline of the assignment, <b>PLUS</b> appropriate certification to practice or licensure or its equivalent, if applicable, <b>PLUS</b> appropriate certification to practice or licensure or its equivalent, if applicable <b>OR</b> 3) Recognized accomplishments which demonstrate expertise and skills in the field of study beyond that normally achieved through formal education.</p>

**Rio Hondo Community College District  
MQs and Equivalencies Submitted with June 12, 2019 Board Agenda**

Automotive Technology	CAREER & TECHNICAL EDUCATION	Any Bachelor's degree <b>AND</b> two years of <b>related</b> professional experience, <b>OR</b> any Associate degree <b>AND</b> six years of <b>related</b> professional experience/ <b>equivalent</b> .	1) H.S. Diploma, <b>PLUS</b> college course work equivalent to an Associate's Degree in the discipline of the assignment, <b>PLUS</b> eight (8) years of occupational experience related to the discipline of the assignment at or above the Journeyman level or equivalent - technical recognition in the discipline of the assignment. <b>PLUS</b> appropriate certification to practice or licensure or its equivalent, if available <b>OR</b> 2) H.S. Diploma, <b>PLUS</b> eight (8) years of occupational related to the discipline of the assignment at or above the Journeyman level or equivalent - technical recognition in the discipline of the assignment, plus appropriate certification to practice or assignment, <b>PLUS</b> appropriate certification to practice or licensure or its equivalent, if applicable <b>OR</b> 3) Recognized accomplishments which demonstrate expertise and skills in the field of study beyond that normally achieved through formal education.
Biological Science	MATH, SCIENCES & ENGINEERING	Master's degree in any biological science <b>OR</b> Bachelor's degree in any biological science <b>AND</b> Master's degree in biochemistry, biophysics, or marine science <b>OR</b> the equivalency.	A Bachelor's degree in a biological science <b>AND</b> a Master's degree including the successful completion of at least 24 graduate-acceptable units in biology.
Biotechnology	<b>MATH, SCIENCES &amp; ENGINEERING</b>	<b>Bachelor's degree in the biological sciences, chemistry, biochemistry OR engineering, AND two years of full-time related professional experience.</b>	<b>None</b>
Business (Inclusive of Business Law)	BUSINESS	Master's degree in business management, business administration, accountancy, finance, marketing or business education <b>OR</b> Bachelor's degree in any of the above <b>AND</b> Master's degree in economics, personnel management, public administration, or J.D. or LL.B. degree <b>OR</b> Bachelor's degree in economics with a business emphasis <b>AND</b> Master's degree in personnel management, public administration, or D.D. or LL.B. degree <b>OR</b> the equivalency.	<b>For Business:</b> A Bachelor's degree in business or related area <b>AND</b> a combination of successfully completed coursework, totaling at least 12 units at the upper division level and twelve (12) units at the graduate level in the area in which the equivalency is requested, <b>PLUS</b> evidence of experience in business or a related area. <b>For Business Law:</b> J.D. or LL.B. <b>OR</b> a Master's degree in a business related area <b>OR</b> a Bachelor's degree in business or related area <b>AND</b> a combination of successfully completed coursework, totaling at least twelve (12) units at the upper division level and twelve (12) units at the graduate level in the area in which the equivalency is requested, <b>PLUS</b> evidence of experience in a business or related area.
Ceramic Technology	ARTS & CULTURAL PROGRAMS	Any Bachelor's degree <b>AND</b> two years of <b>related</b> professional experience, <b>OR</b> any Associate degree <b>AND</b> six years of <b>related</b> professional experience/ <b>equivalent</b> .	<b>None</b>
Chemistry	MATH, SCIENCES & ENGINEERING	Master's degree in chemistry, <b>OR</b> Bachelor's degree in chemistry or biochemistry <b>AND</b> Master's degree in biochemistry, chemical engineering, chemical physics, physics, molecular biology, or geochemistry <b>OR</b> the equivalency.	A Bachelor's degree in Chemistry <b>AND</b> one of the following: 1. A Master's degree in biochemistry, chemical engineering, chemical physics, molecular biology, geochemistry, materials science or other applied chemistry <b>OR</b> 2. Completion of 30 graduate level units in chemistry and/or applied chemistry in a Doctoral program.
Chicano Studies	BEHAVIORAL & SOCIAL SCIENCES	Master's degree in Chicano studies or ethnic studies or the equivalency.	Master's degree in an interdisciplinary area <b>AND</b> 12 semester units of graduate course work in Chicano studies.

6/6/2019

**Rio Hondo Community College District  
MQs and Equivalencies Submitted with June 12, 2019 Board Agenda**

Child Development	BEHAVIORAL & SOCIAL SCIENCES	<p>Master's degree in child development, early childhood education, human development, home economics/family and consumer studies with a specialization in child development/early childhood education, or educational psychology with a specialization in child development/early childhood education <b>OR</b> Bachelor's degree in any of the above <b>AND</b> education <b>OR</b> Bachelor's degree in any of the above <b>AND</b> Master's degree in social work, educational supervision, elementary education, special education, psychology, bilingual/bicultural education, life management/home-economics, family life studies, or family and consumer studies <b>OR</b> the equivalency.</p>	<p>A Master's degree in education <b>AND/OR</b> special education with 24 units in child development <b>PLUS</b> experience working with children in a group setting for (3) three consecutive years with at least two(2) years with children birth to age 12.</p>
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Coach	KINESIOLOGY, DANCE, & ATHLETICS	Any Bachelor's degree <b>AND</b> two years of <u>related</u> professional experience, <b>OR</b> any Associate degree <b>AND</b> six years of <u>related</u> professional experience/ <u>equivalent</u> .	Intercollegiate course top coded 8350.50
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Computer Information System	BUSINESS	Any Bachelor's degree <b>AND</b> two years of <u>related</u> professional experience, <b>OR</b> any Associate degree <b>AND</b> six years of <u>related</u> professional experience/ <u>equivalent</u> .	None
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Computer Science	BUSINESS	<p>Master's degree in computer science or computer engineering <b>OR</b> a Bachelor's degree in either of the above <b>AND</b> Master's degree in mathematics, cybernetics, business administration, accounting or engineering <b>OR</b> a Bachelor's degree in engineering <b>AND</b> master's degree in cybernetics, engineering mathematics, or business administration <b>OR</b> a Bachelor's degree in mathematics <b>AND</b> Master's degree in cybernetics, engineering mathematics, or business administration <b>OR</b> a Bachelor's degree in information science, computer information systems, or information systems <b>OR</b> the equivalency.</p>	<p>Master's degree in a computer-related business discipline <b>OR</b> Bachelor's degree in a Business discipline <b>AND</b> a combination of successfully completed coursework, totaling at least 30 units, upper division and graduate, in the area of computers <b>PLUS</b> evidence of five (5) years of full time (or equivalent part time) experience in programming and computer applications <b>OR</b> Bachelor's degree in a business discipline and successful completion of 18 units in upper division computer-related coursework <b>PLUS</b> evidence of two (2) years of full time (or equivalent part time) experience in programming and computer applications. All candidates will be required to successfully complete a competency exam.</p>
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5/6/2019

**Rio Hondo Community College District  
MQs and Equivalencies Submitted with June 12, 2019 Board Agenda**

Counseling	COUNSELING & STUDENT SUCCESS	Master's degree in counseling, rehabilitation counseling, clinical psychology, counseling psychology, guidance counseling, educational counseling, social work, or career development, marriage and family therapy, or marriage, family and child counseling. (NOTE: A bachelor's degree in one of the above listed degrees and a license as a Marriage and Family Therapist (MFT) is an alternative qualification for this discipline) <b>OR</b> the equivalency.	A Master's degree in education with an emphasis in counseling that includes a minimum of 24 graduate level units in counseling courses <b>AND</b> a graduate level counseling attachment or internship in a community college setting.
Dance	KINESIOLOGY, DANCE, & ATHLETICS	Master's degree in dance, physical education with a dance emphasis, or theater with dance emphasis <b>OR</b> a Bachelor's degree in dance, physical education with a dance emphasis, or theater with dance emphasis <b>AND</b> a Master's degree in physical education, any life science, physiology, theater arts, kinesiology, humanities, performance arts, or music.	<b>None</b>
Disabled Students Programs and Services	DSPS	California Code of Regulations Title V § 53414. <b>None</b>	<b>None</b>
Drafting/CADD, and CAD	CAREER & TECHNICAL EDUCATION	Any Bachelor's degree <b>AND</b> two years of <u>related</u> professional experience. <b>OR</b> any Associate degree <b>AND</b> six years of <u>related</u> professional experience/ <u>equivalent</u> .	<b>None</b>
Drama/Theatre Arts	ARTS & CULTURAL PROGRAMS	Master's degree or Master of Fine Arts in drama/theatre arts/performance <b>OR</b> Bachelor's degree or Bachelor of Fine Arts in drama/theatre/performance <b>AND</b> Master's degree in comparative literature, English, communication studies, speech, literature, or humanities <b>OR</b> the equivalency.	<b>None</b>
Earth Sciences including Geography, Geology, and Geophysics	MATH, SCIENCES & ENGINEERING	Master's degree in geology, geophysics, earth sciences, meteorology, oceanography, or paleontology <b>OR</b> Bachelor's degree in geology <b>AND</b> master's degree in geophysics, physics, or geochemistry <b>OR</b> the equivalency.	<b>GEOLOGY:</b> A Bachelor's degree in geology <b>AND</b> one of the following: 1. A Master's degree in geophysics, physics, or geochemistry <b>OR</b> Master's degree in a natural science and the completion of a minimum of 15 units of upper division and 15 units of graduate level coursework in Geology.

5/6/2019

Rio Hondo Community College District  
MQs and Equivalencies Submitted with June 12, 2019 Board Agenda

Economics	BEHAVIORAL & SOCIAL SCIENCES	Master's degree in economics OR Bachelor's degree in economics AND Master's degree in business, business administration, business management, business education, finance, or political science including at least five (5) graduate courses in economics.	None
Education	BEHAVIORAL & SOCIAL SCIENCES/COMMUNITY ACTIONS & LANGUAGES	Master's degree in education OR the <u>equivalency</u> .	Any Master's degree with 24 units in Child Development PLUS experience working with children in a group setting for three (3) consecutive years with at least two (2) years with children birth to age twelve (12).
Electronics	CAREER & TECHNICAL EDUCATION	Any Bachelor's degree AND two years of <u>related</u> professional experience, OR any Associate degree AND six years of <u>related</u> professional experience/ <u>equivalent</u> .	1) H.S. Diploma, plus college course work equivalent to an Associate's degree in the discipline of the assignment, PLUS eight (8) years of occupational experience related to the discipline of the assignment at or above the Journeyman level or equivalent - technical recognition in the discipline of the assignment, PLUS appropriate certification to practice or licensure or its equivalent, if available OR 2) H.S. Diploma, plus eight (8) years of occupational related to the discipline of the assignment at or above the Journeyman level or equivalent - technical
Emergency Medical Technologies	PUBLIC SAFETY	Any Bachelor's degree AND two years of <u>related</u> professional experience, OR any Associate degree AND six years of <u>related</u> professional experience/ <u>equivalent</u>	* An Associate degree in fire technology or related area AND/OR a combination of successfully completing coursework totaling at least twelve (12) units at the baccalaureate level in the area in which the equivalency is requested, PLUS evidence of at least three (3) years' experience in a related career area, OR a combination of successfully completed coursework totaling at least six (6) units at the lower division level in the area in which the equivalency is requested, specially a certified fire, paramedic, or emergency medical technician academy program, PLUS evidence of at least three (3) years' experience in a related career area in which the equivalency is requested, specifically a certified fire, paramedic or emergency medical technician academy program, plus a specific professional certification in the area in which the equivalency is requested AND must be a California Certified EMT or Paramedic, Registered Nurse, Physician Assistant or Medical Doctor and meet California Health and Safety Code Title 22 Requirements on the date of hire. * Pertains to training and educational programs certified for prevention by the Office of State Fire Marshal (OSFM), California County Department of Health, or other recognized certifying agency.
Engineering	MATH, SCIENCES & ENGINEERING	Master's in any field of engineering OR Bachelor's in any of the above AND Master's in mathematics, physics, computer science, chemistry or geology OR the equivalent.  (NOTE: A bachelor's in any field of engineering with a professional engineer's license is an alternative qualification for this discipline.	A Master's degree in any related field and completion of not less than 24 additional units in appropriate and relevant upper-division or graduate courses from accredited institutions AND clear and verifiable demonstration of competence in the field that shows the application of scientific knowledge to practical purposes of the design, analysis, or operation of structures, machines, or systems; OR, A Ph.D. in mathematics, physics, computer science, chemistry, or geology AND clear and verifiable demonstration of competence in the field that shows the application of scientific knowledge to practical purposes of the design, analysis, or operation of structures, machines, or systems.

6/5/2019

**RIO HONDO COMMUNITY COLLEGE DISTRICT**  
**MQs and Equivalencies Submitted with June 12, 2019 Board Agenda**

Engineering Support	CAREER & TECHNICAL EDUCATION	Any Bachelor's degree <b>AND</b> two years of <u>related</u> professional experience, <b>OR</b> any Associate degree <b>AND</b> six years of <u>related</u> professional experience/ <u>equivalent</u> .	None
English	COMMUNICATIONS & LANGUAGES	Master's degree in English, literature, comparative literature, or composition <b>OR</b> Bachelor's degree in any of the above <b>AND</b> Master's degree in linguistics, TESL, speech, education with a specialization in reading, creative writing, or journalism.	None
Environmental Technologies	CAREER & TECHNICAL EDUCATION <u>MATH</u> , <u>SCIENCES</u> , & <u>ENGINEERING</u>	Any Bachelor's degree <b>AND</b> two years of <u>related</u> professional experience, <b>OR</b> any Associate degree <b>AND</b> six years of <u>related</u> professional experience/ <u>equivalent</u> .	None
ESL	COMMUNICATIONS & LANGUAGES	Master's degree in TESL, TESOL, applied linguistics with a TESL emphasis, linguistics with a TESL emphasis, English with a TESL emphasis, or education with a TESL emphasis <b>OR</b> bachelor's degree in TESL, TESOL, English with a TESL certificate, linguistics with a TESL certificate, applied linguistics with a TESL certificate, or any foreign language with a TESL certificate <b>AND</b> master's degree in linguistics, applied linguistics, English, composition, bilingual/bicultural studies, reading, speech, or any foreign language <b>OR</b> the equivalency.	Master's degree in TESL, TEFL, or ESL <b>OR</b> Master's degree in language, or linguistics with a TESL, TEFL, or ESL Certificate <b>OR</b> Master's degree in education with a TESL, TEFL, or ESL specialization <b>OR</b> Master's degree in a foreign language with 12 units of upper division undergraduate courses in TESL, TEFL, or ESL and 12 units of graduate level courses in TESL, TEFL, ESL or equivalent at a foreign university.
Ethnic Studies	BEHAVIORAL & SOCIAL SCIENCES	Master's degree in the ethnic studies field <b>OR</b> a Master's degree in American studies/ethnicity, Latino studies, La Raza Studies, Central American studies, Latin American studies, cross cultural studies, race and ethnic relations, Asian American studies, or African-American studies <b>OR</b> the equivalent <b>OR</b> see interdisciplinary studies <b>OR</b> the equivalency.	A Bachelor's degree in any academic discipline <b>AND</b> 16 semester units of graduate course work in the ethnic field <b>AND</b> a Master's degree in at least one other constituent discipline including American studies, women's studies, black studies, American Indian studies, communication studies, cultural studies, political science, sociology, English / creative writing, literature, history, education, psychology, or art

6/6/2019



**Rio Hondo Community College District  
MQs and Equivalencies Submitted with June 12, 2019 Board Agenda**

Fire Technology (Inclusive of Wildland and Fire Technology)	PUBLIC SAFETY	Any Bachelor's degree <b>AND</b> two years of <b>related</b> professional experience, <b>OR</b> any Associate degree <b>AND</b> six years of <b>related</b> professional experience/ <b>equivalent</b> .	For Fire Technology and / or Wildland Fire Technology: An Associate degree in fire technology or related area <b>AND/OR</b> a combination of successfully completed coursework totaling at least twelve (12) at the baccalaureate level in the area in which the equivalency is requested; <b>PLUS</b> evidence of at least three (3) years' experience in a related career area. For Fire and /or Wildland Science*: a combination of successfully completed coursework totaling at least six (6) units at the lower division level in the area in which the equivalency is requested; <b>PLUS</b> evidence of at least three (3) years' experience in a related career area, <b>OR</b> at least six (6) units at the lower division level in the area in which the equivalency is requested; specifically a certified fire or wildland fire basic academy program, <b>PLUS</b> a specific professional certification in the area in which the equivalency is requested. * Pertains to training and educational programs certified for presentation by the Office of State Fire Marshal (OSFM), California Emergency Management Agency (CalEMA), Federal Emergency Management Agency (FEMA), or other organized certified agency.
Foreign Languages	COMMUNICATIONS & LANGUAGES	Master's degree in the language being taught <b>OR</b> Bachelor's degree in the language being taught <b>AND</b> Master's degree in another language or linguistics <b>OR</b> the equivalency.	A Master's degree in a related field <b>AND</b> completion of 24 additional units in a combination of upper division undergraduate and graduate coursework, including at least one graduate level course in the foreign language being taught.
Geography	MATH, SCIENCES & ENGINEERING	Master's degree in geography <b>OR</b> Bachelor's degree in geography <b>AND</b> Master's degree in geology, history, meteorology, or oceanography <b>OR</b> the equivalent <b>OR</b> see interdisciplinary studies.	A Bachelor's degree in Geography <b>AND</b> one of the following: 1. Master's degree in Geology, History, Meteorology, or Oceanography <b>OR</b> 2. Master's degree in any field <b>AND</b> the completion of a minimum of 15 units of upper division <b>AND</b> 15 units of graduate level coursework in Geography
GIS	CAREER & TECHNICAL EDUCATION	Any Bachelor's degree <b>AND</b> two years of <b>related</b> professional experience; <b>OR</b> any Associate degree <b>AND</b> six years of <b>related</b> professional experience/ <b>equivalent</b> .	<b>None</b>
Graphic Arts	ARTS & CULTURAL PROGRAMS	Any Bachelor's degree <b>AND</b> two years of <b>related</b> professional experience; <b>OR</b> any Associate degree <b>AND</b> six years of <b>related</b> professional experience/ <b>equivalent</b> .	<b>None</b>

6/15/2019

**Rio Hondo Community College District  
MQs and Equivalencies Submitted with June 12, 2019 Board Agenda**

Health Care Assistants (Medical Assisting, Hospital Worker, Home Care Aide, Certified Nurse Aide, Health Aide, Ward Clerk, Central Service Technology, Childbirth Educator, Primary Care Associate, Massage Therapy)	HEALTH SCIENCE AND NURSING	Any Bachelor's degree AND two years of <u>related</u> professional experience, OR any Associate degree AND six years of <u>related</u> professional experience/ <u>equivalent</u>	None
Health & Physical Care Services & Related Technologies	KINESIOLOGY, DANCE, & ATHLETICS	Master's degree in health science, health education, biology, nursing, physical education, kinesiology, exercise science, dietetics, or nutrition OR Bachelor's degree in any of the above AND Master's degree in public health, or any biological science OR the equivalent.	Any Master's degree in biological science including at least 24 units of upper division/graduate coursework in health sciences, health education, biology, kinesiology, physical therapy, nursing, dietetics, nutrition, public health, medicine, or chiropractic.
Health Services Director / Health Services Coordinator / College Nurse		California Code of Regulations Title V § 53411. Minimum Qualifications for Health Services Professionals	None
Heavy Equipment Mechanics /Diesel Mechanics	CAREER & TECHNICAL EDUCATION	Any Bachelor's degree AND two years of <u>related</u> professional experience, OR any Associate degree AND six years of <u>related</u> professional experience/ <u>equivalent</u> .	1) H.S. Diploma, plus college course-work, equivalent to an Associate's Degree in the discipline of the assignment. PLUS eight (8) years of occupational experience related to the discipline of the assignment at or above the journeyman level or equivalent. technical recognition in the discipline of the assignment, plus appropriate certification to practice or licensure or its equivalent, if available OR 2) H.S. Diploma, PLUS eight (8) years of occupational related to the discipline of the assignment at or above the journeyman level or equivalent. technical recognition in the discipline of the assignment, plus appropriate certification to practice or OR 3) Recognized accomplishments which demonstrate expertise and skills in the field of study beyond that normally achieved through formal education
History	BEHAVIORAL & SOCIAL SCIENCES	Master's degree in history OR Bachelor's degree in history AND Master's degree in political science, humanities, geography, area studies, women's studies, social science, or ethnic studies OR the equivalent.	Any Master's degree AND successful completion of 12 units of undergraduate AND 18 graduate units of coursework in history.

6/6/2019

Rio Hondo Community College District  
MQs and Equivalencies Submitted with June 12, 2019 Board Agenda

Human Services (Interdisciplinary Studies)	BEHAVIORAL & SOCIAL SCIENCES	Master's degree in human services or social work OR None Master's degree in sociology or psychology and 11 units of upper division or graduate course work in counseling.
Interdisciplinary Studies	NOT APPLICABLE	Master's in the interdisciplinary area OR Master's in the interdisciplinary area OR Master's in one of the disciplines included in the interdisciplinary area and upper division or graduate course work in at least one other constituent discipline.
Humanities	BEHAVIORAL & SOCIAL SCIENCES	Master's degree in humanities OR the equivalent. Both of the Following: 1) Master of Arts degree in a humanities field AND 2) Successful completion of at least 24 units of upper division AND/OR graduate work (at least 12 of which should be at the graduate level) in a minimum of 2 disciplines related to humanities other than the declared major OR a Master of Arts degree in the field of ethnic studies.
Journalism	COMMUNICATIONS & LANGUAGES	Master's degree in Journalism or communication with a specialization in Journalism OR Bachelor's degree in either of the above AND Master's degree in English, history, communication, literature, composition, comparative literature, any social science, business, business administration, marketing, graphics, photography OR the equivalent. Bachelor's degree AND five (5) years of professional journalism experience OR (For +10 Photo Journalism ONLY) an AA degree and seven (7) years of professional experience OR evidence of prominence in the field so as to merit equivalency e.g. significant professional experience and acknowledgement in the field of journalism.
Kinesiology	KINESIOLOGY, DANCE, & ATHLETICS	Master's degree in physical education, exercise science, education with an emphasis in physical education, kinesiology, physiology of exercise, or adaptive physical education, OR Bachelor's degree in any of the above AND Master's degree in any life science, dance, physiology, health education, recreation administration, or physical therapy OR the equivalency. A Master's degree in any discipline AND a Bachelor's or BS in PE, Dance, Health, Recreation Administration, Kinesiology or Physical Therapy, 2) A Master's in any discipline AND 18 units of graduate level courses in PE, Kinesiology, Dance and Health, AND two (2) years of full time or equivalent teaching experience in PE. 3) A Master's Degree in Dance or Fine Arts with a major in Dance.
LAW	BUSINESS	J.D. or LL.B NOTE: Courses in aspects of law for application to a particular discipline may be classified, for minimum qualifications purposes in the discipline of the application OR the equivalent. A Master's in business or a related area OR a Bachelor's degree in business or related area AND a combination of successfully completed coursework totaling at least twelve (12) units at the upper division level AND twelve (12) units at the graduate level in the area in which the equivalency is requested AND evidence of experience in a business or related area.
Library	LIBRARY & INSTRUCTIONAL SUPPORT	Master's degree in library science, or library and information science. None

6/6/2019

**Rio Hondo Community College District**  
**MQs and Equivalencies Submitted with June 12, 2019 Board Agenda**

Universal Vocational Nursing	HEALTH SCIENCE AND NURSING	Any Bachelor's degree AND two years of related professional experience, OR any Associate degree AND six years of related professional experience (equivalent).	None
Linguistics	COMMUNICATIONS & LANGUAGES	Master's degree in linguistics or applied linguistics, OR Bachelor's degree in linguistics AND Master's degree in TESOL, anthropology, psychology, sociology, English, or any foreign language.	None
Management	BUSINESS	Master's degree in business administration, business management, business education, marketing, public administration, or finance OR Bachelor's degree in any of the above AND Master's degree in economics, accountancy, taxation, or law OR the equivalent.	A Master's degree in business, OR a Bachelor's degree in business or related area AND at least twelve (12) successfully completed upper-division units in business or related area AND at least successfully completed graduate units in business or a related area AND evidence of experience in business or related area, OR a Bachelor's degree in business AND a valid California Community College teaching credential.
Marketing and Distribution	BUSINESS	Master's degree in business administration, business management, business education, marketing, advertising, or finance OR Bachelor's degree in any of the above AND Master's degree in economics, taxation, or law OR the equivalent.	Master's degree in Business or a related area OR Bachelor's degree in Business or related area, AND a combination of successfully completed coursework, totaling at least twelve (12) lower-division and twelve (12) graduate units in the area in which the equivalency is requested, PLUS evidence of experience in a business or related area.
Mass Communication	COMMUNICATIONS & LANGUAGES	Master's degree in radio, television, film, mass communication, or journalism OR Bachelor's degree in any of the above AND Master's degree in drama/theater arts, communication, communication studies, business, telecommunications, or English OR the equivalent.	A Bachelor's degree in Television or a related subject, (Mass Communications, Mass Media, or Film with a specialization in television) AND Four (4) years of professional experience OR an Associate's degree AND six (6) years of professional experience OR evidence of prominence in the field, significant professional experience and acknowledgment in the field of television.
Mathematics	MATH, SCIENCES & ENGINEERING	Master's degree in mathematics or applied mathematics, OR Bachelor's degree in either of the above AND Master's degree in statistics, physics, or mathematics education OR the equivalent.	A Bachelor's degree in mathematics AND one of the following: 1) Master's degree, including at least 24 graduate units in the area of mathematics or applied mathematics, or statistics 2) Completion of 30 units in doctoral program in mathematics or applied mathematics, including successful completion of 24 graduate units in the area of mathematics or applied mathematics, or statistics / applied statistics, AND evidence of advancement to candidacy (such as passing qualifying examinations, noted on the appropriate transcript).
Music	ARTS & CULTURAL PROGRAMS	Master's degree in music OR bachelor's degree in music AND master's degree in Humanities.	None

6/16/2019

Rio Hondo Community College District  
MQs and Equivalencies Submitted with June 12, 2019 Board Agenda

Nursing (LVN & AND)	HEALTH SCIENCE AND NURSING	Master's degree in nursing; OR Bachelor's degree in nursing AND Master's degree in health education or health science OR the minimum qualifications as set by the Board of Registered Nursing, whichever is higher.	None
Nursing Science / Clinical Practice	HEALTH SCIENCE AND NURSING	Any Bachelor's degree AND two years of <u>related</u> professional experience; OR any Associate degree AND six years of <u>related</u> professional experience/ <u>equivalent</u>	None
Orthopedic Technician	HEALTH SCIENCE AND NURSING	Any Bachelor's degree AND two years of <u>related</u> professional experience; OR any Associate degree AND six years of <u>related</u> professional experience/ <u>equivalent</u>	National Certification AND six years of work experience as an Orthopedic Technician AND informal teaching experience.
Office Technologies (secretarial skills, office systems, word processing, computer applications, automated office training)	BUSINESS	Any Bachelor's degree AND two years of <u>related</u> professional experience; OR any Associate degree AND six years of <u>related</u> professional experience/ <u>equivalent</u>	None
Philosophy	BEHAVIORAL & SOCIAL SCIENCES	Master's degree in philosophy OR Bachelor's degree in philosophy AND Master's degree in humanities or religious studies.	None
Photography	ARTS & CULTURAL PROGRAMS	Master's degree in photography, fine arts, or art OR Bachelor's degree in any of the above AND Master's degree in art history or humanities OR the equivalent.	1) Master's degree in any field; 2) Successful completion of 30 units in a combination of undergraduate and graduate coursework, at least half of which must be at the graduate level in Photography; 3) Evidence of eminence in the field as demonstrated by one of the following: a) an extensive statewide or national exhibition record of juried or invitational shows in recognized galleries or museums; OR b) extensive evidence of published writings in the field of Photography in widely circulated professional publications; OR c) evidence of five years of professional work in the commercial or fine arts field.

6/5/2019

**Rio Hondo Community College District  
MQs and Equivalencies Submitted with June 12, 2019 Board Agenda**

Physics/Astronomy	MATH, SCIENCES & ENGINEERING	Master's degree in physics, astronomy, or astrophysics <b>OR</b> 1) A Bachelor's degree in physics, astronomy <b>AND</b> a Master's degree in any science, engineering, Bachelor's degree in physics or astronomy <b>AND</b> Master's degree in engineering, mathematics, meteorology, or geophysics <b>OR</b> the equivalent.	2) A Bachelor's degree in physics, astronomy <b>AND</b> 28 graduate-acceptable units in physics, astronomy and/or astrophysics; <b>OR</b> 2) a Bachelor's degree in physics, astronomy, or astrophysics <b>AND</b> a Master's degree in any science, engineering, or mathematical field <b>AND</b> related work experience, teaching or other professional experience; prominence or eminence in the field; <b>OR</b> 3) A Bachelor's degree in physics, astronomy, or astrophysics <b>AND</b> the unit/course equivalent to a Master's degree in physics, astronomy, or astrophysics <b>AND</b> significant progress towards a baccalaureate degree in physics, astronomy, or astrophysics to degree completion before entering into contract with the District; <b>OR</b> 4) A Master's degree in any science, engineering, or mathematical field <b>AND</b> upper division or graduate units in physics, astronomy, or astrophysics <b>AND</b> related work experience, teaching or other professional experience, prominence or eminence in the field.
Political Science	BEHAVIORAL & SOCIAL SCIENCES	Master's degree in political science, government, or international relations <b>OR</b> Bachelor's degree in any of the above <b>AND</b> Master's degree in economics, history, public administration, social science, sociology, any ethnic studies, J.D., or LL.B. <b>OR</b> the equivalent.	A Master's degree in <del>international relations</del> ; comparative politics, <del>public administration</del> ; political theory, <del>philosophy</del> , public policy, or US government.
Psychology	BEHAVIORAL & SOCIAL SCIENCES	Master's degree in psychology <b>OR</b> Bachelor's degree in psychology <b>AND</b> Master's degree in counseling, sociology, statistics, neuroscience, or social work <b>OR</b> the equivalent.	1) A Bachelor's degree in psychology <b>AND</b> a Master's degree in statistics, social ecology, neuroscience, cognitive neuroscience, behavioral neuroscience, cognitive science, or an equivalent field; <b>OR</b> 2) Doctoral program training equivalent to a Master's degree in psychology, social ecology, neuroscience, cognitive neuroscience, behavioral neuroscience, or cognitive science.
Reading	COMMUNICATIONS & LANGUAGES	Master's degree in education with a specialization in reading or teaching reading <b>OR</b> Bachelor's degree in any academic discipline <b>AND</b> twelve (12) semester units of course work in teaching reading <b>AND</b> Master's degree in English, literature, linguistics, applied linguistics, composition, comparative literature, TESL, or psychology <b>OR</b> the equivalent.	Master's in education with a specialization in reading or teaching reading <b>OR</b> Bachelor's in any academic discipline and twelve (12) graduate semester units of coursework in teaching reading <b>AND</b> Master's in English, literature, linguistics, applied linguistics, composition, comparative literature, TESL, or psychology
Social Science	BEHAVIORAL & SOCIAL SCIENCES	Master's degree in social science <b>OR</b> see interdisciplinary studies.	None
Sociology	BEHAVIORAL & SOCIAL SCIENCES	Master's degree in sociology <b>OR</b> Bachelor's degree in sociology <b>AND</b> Master's degree in anthropology, any ethnic studies, social work, or psychology.	None

6/6/2019

**Rio Hondo Community College District  
MQs and Equivalencies Submitted with June 12, 2019 Board Agenda**

Speech  
**COMMUNICATIONS & LANGUAGES**  
 Master's degree in speech, speech broadcasting, telecommunications, rhetoric, communication, communication studies, speech communication, or organizational communication **OR** Bachelor's degree in any of the above **AND** Master's degree in drama/ theater arts, mass communication, or English **OR** The equivalent.  
 Master's degree in communication studies / speech **OR** a Master's degree in an academic discipline **AND** a combination of successfully completing coursework, totaling at least 24 units, upper division and graduate in speech and/or communication studies.

Stagecraft  
**ARTS & CULTURAL PROGRAMS**  
 Any Bachelor's degree **AND** two years of **related** professional experience, **OR** any Associate degree **AND** six years of **related** professional experience/**equivalent**. **None**

Welding  
**CAREER & TECHNICAL EDUCATION**  
 Any Bachelor's degree **AND** two years of **related** professional experience, **OR** any Associate degree **AND** six years of **related** professional experience/**equivalent**.  
 1) U.S. Diploma, plus college course work equivalent to an Associate's Degree in the discipline of the assignment, **PLUS** eight (8) years of occupational experience related to the discipline of the assignment at or above the journeyman level or equivalent - technical recognition in the discipline of the assignment, **PLUS** appropriate certification to practice or licensure or its equivalent, if available. **OR** 2) U.S. Diploma, **PLUS** eight (8) years of occupational related to the discipline of the assignment at or above the journeyman level or equivalent - technical recognition in the discipline of the assignment, **PLUS** appropriate certification to practice or licensure or its equivalent, if applicable. **OR** 3) Recognized accomplishments which demonstrate expertise and skills in the field of study beyond that normally achieved through formal education.



**RIO HONDO COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES  
Study Session, November 13, 2019, 6:00 PM  
Regular Meeting, November 13, 2019, 7:00PM  
Board Room  
MINUTES**

*\*Minutes Generated from Boarddocs\**

**1. OPENING ITEMS**

**A. Call to Order (6:00 PM)**

Mr. Valladares called the study session to order at 6:04PM.

**B. Pledge of Allegiance**

Mr. Mendez led the pledge of allegiance.

**C. Roll Call**

Ms. Santana was absent for roll call but later arrived at 6:05PM. All members were present.

**Members Present:**

Oscar Valladares, President (Presiding)  
Rosaelva Lomeli, Vice President  
Vicky Santana, Clerk  
Norma E. García, Member  
Gary Mendez, Member  
Lina Campillo, Student Trustee

**Members Absent:**

None.

**Staff Members:**

Dr. Arturo Reyes, Superintendent/President  
Dr. Laura Ramirez, Vice President, Academic Affairs  
Mr. Henry Gee, Vice President, Student Services  
Ms. Chris Hawken, Interim Vice President, Finance & Business  
Ms. Sandra Hernandez, President CSEA  
Dr. Kevin Smith, President, Academic Senate  
Mr. Rudy Rios, President, RHCFA  
Ms. Christina Almanza, President, ASRHC  
Ms. René Gallegos, (Recorder)

**D. Open Communication for Public Comment**

No public comments were made.

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**BOARD OF TRUSTEES:** Norma E. García, Rosaelva Lomeli, Gary Mendez, Vicky Santana, Oscar Valladares  
Carolina "Lina" Campillo, Student Trustee

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## **E. (REVISED) Preliminary Discussion Related to Prospective General Obligation Bond Election & Discussion of Facilities Project Interests**

Superintendent Reyes filled the Board in on the sample project list for discussion (below vs.5). Mr. Khush Gheyara, CFW, Ms. Ann La Morena-Rohlin, Bond Counsel and Mr. Scott F. Gaudineer, AIA Flewelling & Moody, Inc. introduced and shared information with the Board of Trustees on the process of going out for a bond, along with the challenges with proceeding to March 2020 and November 2020. Mr. Gheyara confirmed that a 55% voter approval rate is required for passage. There is also the requirement of a 2/3<sup>rd</sup> approval vote of the Board of Trustees and that equates to four trustees. The requirements set forth by Los Angeles County requires the Board to take action and adopt the resolution for a bond no later than December 3, 2019 in order to meet the filing deadline of Friday, December 6, 2019 to meet the March 2020 deadline. To make the November 2020 ballot, action would have to be taken by the Board no later than March 2020. The District is also required to have Bond Counsel along with the customary Citizen's Oversight Committee. The First step is a sample poll to test voter tolerance.

**DRAFT**

### **Rio Hondo Community College District Sample Preliminary Bond Project List for Discussion**

- Construct, modernize and improve facilities including classrooms, labs, and learning spaces for career education programs in fields such as nursing, fire and police academies, automotive and alternative fuels, and other programs
- Replace portable classrooms and spaces with new permanent facilities
- Improve college safety and security by upgrading lighting, fire alarms, and security and communication systems
- Enhance seismic and earthquake preparedness of existing facilities
- Upgrade and replace water and plumbing systems including water storage for domestic and fire fighting use, supply to shower and locker rooms, science labs, drinking fountains, irrigation, fire sprinkler systems, and hydrants
- Construct and improve roadways, parking facilities, walkways, grounds, wayfinding and signage
- Replace or renovate facilities and equipment, including elevators, to comply with federally mandated Americans with Disabilities Act (ADA) requirements
- Upgrade and construct restrooms
- Repair and replace heating, air conditioning, and ventilation systems
- Repair and replace roofs, windows, doors and fixtures, as needed
- Upgrade electrical systems to support student access to technology and specialized equipment
- Provide up-to-date information and technology systems and equipment, including cable infrastructure, network expansion, wireless access points and administrative systems
- Improve irrigation systems, landscaping, and athletic and physical education facilities
- Upgrade and improve faculty office spaces
- Finance or refinance real property leases, or prepay leases
- Provide furnishings, fixtures, and equipment to support new and modernized learning spaces
- Provide temporary facilities during facilities construction and renovations

*November 11, 2019*

Trustees Garcia and Santana voiced their concerns regarding over-taxation of our communities. Pico Rivera and El Monte both have significant Bond obligations as well as the local city taxes. It would be beneficial to make an informed decision based on data and metrics. Right now, we have not been presented with that type of information.

Trustee Santana also requested information on the impact of the \$60 million on unspent bond funds and how the community may perceive this.

Trustee Mendez reported that he thought we were going to get input from the constituent groups. We have been talking about this process since 2016 and the previous Superintendent/President was reluctant to go out for a bond in 2018, and now we are looking at 2020. We wish to initiate this process for the 2020 ballot. The board created a sub-committee based on one purpose. The Process to ensure things were kept on a short leash and monitored. Three or Five weeks ago we sent out a timeline for a bond. How that would look, the time to work on pre-bond phase and guarantee input. We have lost time. We go over this time and time meeting after meeting. He thought we were going to have this discussion and get it on the Board agenda to move forward. Input is a vital part of the process.

We used to have the Facilities Master Plan and that would serve the purpose of a visiting session, surveys and now that time is very compressed and the desire to have input is high. We have to guarantee input happens. Speaking for the Facilities Committee, to have input across the District is paramount. Unfortunately, now, the time has shrunk. The Facilities Sub-Committee wants to collaborate with the Superintendent. The hiring of a local consultant is desirable. He is opposed to importing people from Northern California. We must collaborate, help the process along and hope that opportunity still exists. The outdated Facilities Master Plan set off his sinuses because it is outdated. Nothing has really changed. The key is input from our constituent groups.

Trustee Garcia reported that the Board sub-committees are recommending bodies that provide thought on a specific issue. She clarified that this item was never discussed at this dais. Just want to mention January conversation there was no discussion and the agenda item was in November and that was the first opportunity on 11/6/19 for the collective Board of Trustees to have a study session. In 2004 the community was very involved and we failed the first time out. We learned from that experience. The Constituent groups were the boots on the ground and carried the voice and vision of the campus. We all believe that this is needed. What we are lacking here is data to make an informed decision, feedback from the community or at least to take a pulse.

Trustee Mendez asked what data does the Board need to make an informed decision? Bond 101? A boiler plate plan? An updated Facilities Master Plan? Polling information? The threshold tolerance for taxation? The Board sub-committee discussed those and wanted those elements in the part of the process.

Dr. Reyes reported what has not changed is the request for information. It was his understanding that he was directed at the last meeting to enter into agreements to help that process along and that is the folks that are here to get input from the Board of Trustees, the groups here today and that is the next step in the process. If the Board directs him, then we can engage the process for on campus input via some type of survey. In the sub-committee meeting yesterday, we have the Facilities Master Plan and am looking at our programs, the type of work, what is missing on the project list and there may be programs that are flourishing. We need to plan for that. When you ask as a Board this is one piece, the survey, Facilities Master Plan has to come into the picture and then we can come up with accurate cost estimates.

The Board directed the Superintendent/President to work with Caldwell Flores Winters to identify potential services, refine the project list, District needs, determine costs, amount of bond funds the District is seeking, work with Bond Counsel to draft a resolution calling for the election and what potential polling questions may be asked to be returned to the Board at the next study session.

The Board requested that an additional study session be held 11/18/19 to allow more input and to allow a lengthier discussion on the Bond topic. What if there is another recession in the years to come, how does that impact the District? She would like to have a realistic expectation and projection for the future.

Oscar Valladares adjourned the Study Session at 7:09PM

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## **2. OPENING ITEMS**

### **A. Call to Order Regular Meeting (7:00 PM)**

Mr. Valladares called the regular meeting to order at 7:10PM.

### **B. Approval of Minutes – 10/9/19**

The Board of Trustees approved the Minutes of 10/09/19 as presented.

**Motion by Norma E Garcia, second by Rosaelva Lomeli.**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Norma E Garcia, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**

**The Student Trustee Advisory Vote was yea.**

### **C. Approval of Minutes - 10/28/19**

The Board of Trustees approved the Minutes of 10/28/19 as presented.

**Motion by Vicky Santana, second by Rosaelva Lomeli.**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Norma E Garcia, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**

**The Student Trustee Advisory Vote was yea.**

### **D. Open Communication for Public Comment**

None.

### **E. Superintendent's Report**

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## **3. COMMENDATION**

**A. Faculty Retirement - Tracy Rickman, Full Time Instructor and Coordinator, Rio Hondo College Fire Academy**

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## **4. PRESENTATIONS:**

**A. Safety and Security Updates (American Life Security & Board Sub-Committee on Safety & Security)**

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1. Assessment Report from American Security Life, Consultants
2. Report from the Board Sub-Committee on Safety and Security - Chris Hawken, Interim Vice President, Finance & Business & Mark Yokoyama, Dean Public Safety

**B. Student Life/Student Activities Update – Shaina Phillips, Director of Student Life**

**5. CONSENT ITEMS - FINANCE & BUSINESS**

**A. General Consent Items (Requires one vote by the Board of Trustees on All Consent Agenda Items.)**

That the Board of Trustees approved the Consent Agenda items as presented.

**Motion by Gary Mendez, second by Rosaelva Lomeli.**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Norma E Garcia, Oscar Valladares, Rosaelva Lomeli, Vicky Santana  
The Student Trustee Advisory Vote was yea.**

**B. Finance & Business Reports - Purchase Order Report**

**C. Finance & Business Reports - Payroll Warrant Report**

**D. CCFS-311Q Quarterly Report**

**E. Authorization for Out of State Travel & Conferences**

OUT-OF-STATE TRAVEL AND CONFERENCES  
AGENDA ITEM 4.D.  
11/13/2019 page 1

EMPLOYEE	CONFERENCE NAME & LOCATION	DATES	REASON FOR ATTENDING	DAYS AWAY FROM COLLEGE	APPROX. COST/FUNDING SOURCE	PRESENTER	PARTICIPANT
Dr. Arturo Reyes	Association of Community College Trustees (ACCT) 2019 National Legislation Summit Washington D.C.	Feb. 9-12, 2020	Conference Participant	0	\$3,345.00 President's Office Conference		X
Rosaelva Lomeli	Association of Community College Trustees (ACCT) 2019 National Legislation Summit Washington D.C.	Feb. 9-12, 2020	Conference Participant	0	\$3,345.00 Board of Trustees Conference		X
Carolina Campillo	Association of Community College Trustees (ACCT) 2019 National Legislation Summit Washington D.C.	Feb. 9-12, 2020	Conference Participant	0	\$3,070.00 Board of Trustees Conference		X
Julius B. Thomas	NEA Board Meeting Washington D.C.	Feb 5 - 8, 2020	Conference Participant	2	\$0.00 No cost to college		X
Julius B. Thomas	NEA Board Meeting Washington D.C.	April 29 - May 2, 2020	Conference participant & presenter	2	\$0.00 No cost to college	X	X
Russell Castandea Callen	Kresge Grantee Conference Detroit, Michigan	Dec. 10 - 12, 2019	Conference participant	2	\$1,100.00 Grant funded travel & conf		X
Monika Acosta	2019 FSA Training Conference Reno, Nevada	Dec 2 - 6, 2019	Conference participant	5	\$1,655.00 BFAP		X
David Levy	2019 FSA Training Conference Reno, Nevada	Dec 2 - 6, 2019	Conference participant	5	\$1,425.00 BFAP		X
Stephen Shade	London Theatre and Research Trip London, UK	Dec 10-20, 2019	Research participant	0	\$200.00 Staff Development		X
Gary Mendez Oscar Valladares Rosaelva Lomeli Norma E. Garcia Vicky Santana Student Trustee: Lina Campillo							

**F. Apprenticeship Instructors - Carpenter Joint Apprentice and Training Committee and/or Southwest Carpenters Training Fund FY 2019-2020**

Resolution: The Board of Trustees approved the list of apprenticeship instructors and the terms outlined above, and authorized the Administration to execute appropriate documents on behalf of the District.

**G. Approve Acceptance of Grant No. R-1905-283644: Facilitating Alternative Solutions for Student Transportation (FASST) - Kresage Foundation**

Resolution: The Board of Trustees approved acceptance of the Grant from Kresage Foundation as described above and authorized the Administration to execute appropriate documents on behalf of the District.

**H. Approve Affiliation Agreement: Child Development Program - Plaza De La Raza Child Development Services, Inc.**

Resolution: The Board of Trustees approved the affiliation agreement with PDLR as presented above and authorized Administration to execute the appropriate documents on behalf of the District.

**I. Approve Grant Agreement: Foster Kinship Care Education (FKCE) 2019-2020: The California Community College Chancellor's Office (CCCCO)**

Resolution: The Board of Trustees approved the grant agreement as presented and authorized the Administration to execute the appropriate documents on behalf of the District.

**J. Approve Grant Agreement: Youth Empowerment Strategies for Success – Independent Living Program (YESS-ILP) 2019- 2020: The Foundation for California Community Colleges (FCCC)**

Resolution: The Board of Trustees approved the grant agreement as presented and authorized the Administration to execute appropriate documents on behalf of the District.

**K. Amendment 1: California Department of Education California State Preschool Program Contract No. CSPP-9252 FY 19-20**

Resolution: The Board of Trustees approved Amendment 1 to the California Department of Education California State Preschool Program Contract No. CSPP-9252 as presented and authorized the Administration to execute the appropriate documents on behalf of the District.

**L. Approve Amended No. 1 - Weapons Firing Range Agreement: Los Angeles County Sheriff's Department**

Resolution: The Board of Trustees approved Amendment No. 1 with Los Angeles County Sheriff's Department as presented above and authorized Administration to execute the appropriate documents on behalf of the District.

**M. Approve Household Hazardous and Electronic Waste Collection Program Siting Liability Agreement - County of Los Angeles and County Sanitation District No. 2 of Los Angeles County**

Resolution: The Board of Trustees approved the Agreement with County and Sanitation District for the Roundup and authorized the Administration to sign the appropriate documents on behalf of the District.

**N. Approve Agreement - California Early Childhood Mentor Program: Chabot - Las Positas Community College District**

Resolution: The Board of Trustees approved the Agreement - California Early Childhood Mentor Program with Chabot - Las Positas Community College District as described and authorized the Administration to execute appropriate documents on behalf of the District.

**O. Approve Agreement – Architectural and Design Fees for New Police Cadet Training Classroom: P-Line Consulting**

Resolution: The Board of Trustees approved the Agreement with P-Line Consulting, Inc. in the amount of \$24,850.00 to be paid from the School Construction Fund and authorized the Administration to execute appropriate documents on behalf of the District.

**P. Award Bid No. 2073 - Supply and Delivery of CAD\GIS Workstations and Graphic Cards**

Resolution: The Board of Trustees approved the Award of Bid No. 2073 to JPK Micro Supply, Inc. to be paid from Strong Workforce Grant Funds and authorized the Administration to execute the appropriate documents on behalf of the District.

**Q. Approve Clinical Education Agreement: AHMC Whittier Hospital Medical Center LP**

Resolution: The Board of Trustees approved the clinical education agreement with AHMC Whittier Hospital Medical Center LP as presented above and authorized the Administration to execute the appropriate documents on behalf of the District.

**R. Approve Clinical Education Agreement: Emanate Health**

Resolution: The Board of Trustees approved the clinical education agreement with Emanate Health as presented above and authorized the Administration to execute the appropriate documents on behalf of the District.

**S. Approve 60 Month Lease of Sharp MX-4070 Digital B&W Printer/Copier/Scanner – Cell Business Equipment**

Resolution: The Board of Trustees approved the 60-month lease of one (1) Sharp MX 4070 B&W printer/copier/scanner copier through Cell Business Equipment as summarized and authorized the Administration to execute the appropriate documents on behalf of the District.

**T. Approve Cost Share Agreement with Carpenter Joint Apprentice and Training Committee and/or Southwest Carpenters Training Fund**

Resolution: The Board of Trustees approved the Agreement and authorized the Administration to sign the appropriate documents on behalf of the District.

**U. Approve Cost Share Agreement with Heat and Frost Insulators and Asbestos Workers Joint Apprenticeship Committee**

Resolution: The Board of Trustees approved the Agreement and authorized the Administration to sign the appropriate documents on behalf of the District.

**V. Approve Cost Share Agreement with Operating Engineers Training Trust**

Resolution: The Board of Trustees approved the Agreement and authorized the Administration to sign the appropriate documents on behalf of the District.

**W. Ratification for Independent Cost Estimating Services – Bid #2049 – “L” Tower Seismic Upgrade : O’Connor Management, Inc.**

Resolution: The Board of Trustees ratified the independent cost services Fees from O’Connor Construction Management Inc in the amount not to exceed \$6,022.50 from Bond Funds and authorize the Administration to execute the appropriate documents on behalf of the District.

**X. Resolution No. 111319 Sole Source Procurement for Oracle Database Services for the Ellucian/Banner Business Management Software System: Oracle America, Inc.**

Resolution: The Board of Trustees approved Resolution No. 111319 finding that it is in the District’s best interest the letting of sole source procurement with Oracle America, Inc. for Database Services for the Ellucian/Banner Business Management Software System and authorize the Administration to execute the appropriate documents on behalf of the District.

**Y. Approve Vehicle Donation: Kia Motors America, Inc.**

Resolution: The Board of Trustees accepted donation of prototype vehicles from Kia Motors America Inc. for use and training at the Rio Hondo College Public Safety Fire Training Center and authorize consignment to an automobile recycling company after its destruction by way of our extraction training classes.

**Z. Pre-Application for Approval Rehabilitation Project Evaluation and Design Criteria Report – Music and Wray Theater Renovation Project- Division of State Architect (DSA)**

Resolution: The Board of Trustees approved the pre-application fees to the Division of the State Architect for the Seismic Rehabilitation on the Music and Wray Theater Renovation project for an amount not to exceed \$2,000 from Bond Funds and authorizes the Administration to sign the appropriate documents on behalf of the District.

**AA. Design Review Fees – Rio Plaza Project - Fire Hydrant Point of Connection- San Gabriel Water Company**

Resolution: The Board of Trustees approved the Design Review Fees from the San Gabriel Water Company in the amount not to exceed \$2,000.00 from Bond Funds and authorize the Administration to execute the appropriate documents on behalf of the District.

**BB. Surplus Property: Department of Public Safety – Vehicles**

Resolution: The Board of Trustees, determined that the referenced property is surplus and of insufficient value to defray the cost of arranging a sale, the property may be donated to a charitable organization deemed appropriate by the Board, or it may be disposed of in the local public dump on order of any employee of the District empowered for that purpose by the Board.

**CC. Additional Fees for Division of the State Architect (DSA) Inspections Services: “L” Tower Seismic Upgrade Project – Massadi Enterprises, Inc**

Resolution: The Board of Trustees authorized an increase to the contract value of Massadi Enterprises, Inc., for additional DSA inspection services in the amount not to exceed \$103,600.00 for

a revised total contract amount of \$508,600.00 from Bond Funds and authorize the Administration to execute the appropriate Documents on behalf of the District.

**DD. Approve Amended MOU - Concurrent/Dual Enrollment Courses Offering to High School Students: El Monte Union High School District**

Resolution: The Board of Trustees approved the Amended MOU with EMUHSD as presented and authorized the Administration to execute the appropriate documents on behalf of the District.

**EE. Continuing Education**

Resolution: The Board of Trustees approved the Continuing Education Consent Agenda item as presented.

**FF. Consultants**

Resolution: The Board of Trustees approved the Consultants Consent Agenda item as presented.

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**6. CONSENT ITEMS - HUMAN RESOURCES (PERSONNEL)**

**A. Academic**

Resolution: The Board of Trustees approved the Consent item as presented.

**B. Classified**

Resolution: The Board of Trustees approved the Consent item as presented.

**C. Unrepresented (AP 7130), 2019-2020**

Resolution: The Board of Trustees approved the Consent item as presented.

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**7. CONSENT ITEMS - ACADEMIC AFFAIRS (CURRICULUM)**

**A. Curriculum**

Resolution: That the Board of Trustees approve the curriculum item as presented.

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**8. ACTION ITEMS - PRESIDENT'S OFFICE**

**Action: A. Revision of Board Policy 3715 - Intellectual Property (Second Reading and Final Adoption)**

The Board of Trustees approved Board Policy 3715- Intellectual Property for second reading and final adoption.

**Motion by Gary Mendez, second by Vicky Santana.**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Norma E Garcia, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**

**The Student Trustee Advisory Vote was yea.**



**Action: B. Revision of Board Policy BP 2510, Participation in Local Decision Making (First Reading)**

The Board of Trustees approved Board Policy 2510 - Participation in Local Decision Making for first reading.

**Motion by Gary Mendez, second by Norma E Garcia.**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Norma E Garcia, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**

**The Student Trustee Advisory Vote was yea.**

**Action: C. Approval of 2019-2020 Board Goals**

The Board of Trustees adopted their Board Goals for 2019-2020 as outlined (below). Trustee García requested that the Board Goals be posted in the board room as a visual reminder for all.

**Motion by Vicky Santana, second by Norma E Garcia.**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Norma E Garcia, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**

**The Student Trustee Advisory Vote was yea.**



**2019-20 Board Priorities and Tasks**

**Board Development Goals**

2019-20 Board Priorities	Time Period	Board Calendar of Events
<p><b>Priority One:</b> The Board will strengthen its connection with student leadership.</p> <p><i>Tasks:</i></p> <ol style="list-style-type: none"> <li>1. Participate in a joint meeting with ASRHC.</li> <li>2. Hold a recognition mixer for student leaders.</li> <li>3. Participate in student led events.</li> <li>4. Encourage student participation in Board meetings, District shared governance processes, and other aspects of the College.</li> </ol>	Annually	
<p><b>Priority Two:</b> The Board will strengthen its policy role.</p> <p><i>Tasks:</i></p> <ol style="list-style-type: none"> <li>1. Review the policy that establishes a cycle of policy review.</li> </ol>	Annually	
<p><b>Priority Three:</b> The Board will strengthen its professional development activities.</p> <p><i>Tasks:</i></p>		

2019-20 Board Priorities	Time Period	Board Calendar of Events
<ol style="list-style-type: none"> <li>Schedule three professional development workshops – one in summer, fall, and winter.</li> <li>Hold one mini professional development program during 19-20.</li> </ol>	Annually	
<p><b>Priority Four:</b> The Board will ensure a professional and effective relationship with the CEO.</p> <p>Tasks:</p> <ol style="list-style-type: none"> <li>Work with the CEO to set clear goals and expectations.</li> <li>Have an annual review with the CEO.</li> </ol>	Annually	
<p><b>Priority Five:</b> The Board will strengthen its connections with the communities it serves and its knowledge of community issues.</p> <p>Tasks:</p> <ol style="list-style-type: none"> <li>Participate in College and community events.</li> <li>Hold the State of the College in each trustee area and host unincorporated areas at the College.</li> <li>Hold Community Forums in each trustee area.</li> <li>Expect and receive a presentation on the College community outreach plan.</li> </ol>	Annually for Task 1, Tasks 2 held every other year in the community opposite the year in which the Community Forums are held	
<p><b>Priority Six:</b></p>		

2019-20 Board Priorities	Time Period	Board Calendar of Events
<p>The Board will strengthen partnerships with all levels government.</p> <p>Tasks:</p> <ol style="list-style-type: none"> <li>Expect and receive an annual legislative agenda.</li> <li>Expect annual governmental relations plan.</li> </ol>	Annually	

**Action: D. Approval of 2019-2020 Board District Priorities**

That the Board of Trustees approved the 2019-2020 Board District Priorities with the **amendment of adding “Partnerships with the K-12 School Districts to Priority #4” to the final document.**

**Motion by Norma E Garcia, second by Rosaelva Lomeli.**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Norma E Garcia, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**

**The Student Trustee Advisory Vote was yea.**

## 2019-20 Board Priorities and Tasks

### Board District Priorities

2019-20 Board Priorities	Time Period	Board Calendar of Events
<p><b>Priority One:</b>  <b>The Board will promote equity, diversity, and inclusivity in the budget, hiring practices, enrollment management, scheduling, community outreach, and instruction.</b></p> <p><i>Tasks:</i></p> <ol style="list-style-type: none"> <li>1. Expect an equity statement as part of the budget development process.</li> <li>2. Expect and review reports on hiring practices, enrollment management, community outreach, and instruction.</li> </ol>	Annually	
<p><b>Priority Two:</b>  <b>The board will promote the use of instructional practices that are culturally relevant to students.</b></p> <p><i>Tasks:</i></p> <ol style="list-style-type: none"> <li>1. Expect and review reports on the implementation of culturally relevant instructional practices.</li> </ol>	Annually	
<p><b>Priority Three:</b>  <b>The board will strengthen the connection between CTE programs and labor market demand.</b></p>	Annually	

2019-20 Board Priorities	Time Period	Board Calendar of Events
<p><i>Tasks:</i></p> <ol style="list-style-type: none"> <li>1. Expect and receive reports on CTE completion rates, program completer earnings, and alignment of College programs to high skill, high wage, high demand careers and career pathways.</li> </ol>		
<p><b>Priority Four:</b>  <b>The Board is committed to closing the achievement gap among disproportionately impacted student populations.</b></p> <p><i>Tasks:</i></p> <ol style="list-style-type: none"> <li>1. Expect and review the Student Equity and Achievement plan annual status report.</li> <li>2. Expect and review the Vision for Success annual status report.</li> <li>3. Expect and review reports on activities in support of targets set in Vision for Success and Student Equity and Achievement plan.</li> </ol>	Annually, Task 3 could be semi-annually	
<p><b>Priority Five:</b>  <b>The Board is committed to closing achievement gaps through transparency in student success data.</b></p> <p><i>Tasks:</i></p> <ol style="list-style-type: none"> <li>1. Expect student success data to be published and accessible to the public.</li> </ol>	Ongoing, first published by 20-21	

2019-20 Board Priorities	Time Period	Board Calendar of Events
<p><b>Priority Six:</b>  <b>The Board is committed to full implementation of the Guided Pathways model.</b></p> <p><i>Tasks:</i></p> <ol style="list-style-type: none"> <li>1. Hold a Board study session on best practices of implementation of Guided Pathways.</li> <li>2. Expect and receive a report on the Guided Pathways framework, implementation timeline and milestones.</li> </ol>	<p>Task 1, Spring 20  Task 2, annually</p>	
<p><b>Priority Seven:</b>  <b>The Board is committed to initiatives that foster financial stability during the implementation of the Student Centered Funding Formula.</b></p> <p><i>Tasks:</i></p> <ol style="list-style-type: none"> <li>1. Expect and receive a presentation on projections for the Student Centered Funding Formula inclusive of all metrics.</li> </ol>	<p>Annually</p>	
<p><b>Priority Eight:</b>  <b>The Board is committed to transparency and fiscal responsibility in the budget development process.</b></p> <p><i>Tasks:</i></p> <ol style="list-style-type: none"> <li>1. Hold study session(s) on budget development process, budget review, and budget priorities.</li> </ol>	<p>Annually</p>	

The Board commended Dr. Durdella on her work to synthesize the goals and priorities.

## 9. ACTION ITEMS - FINANCE & BUSINESS

### Action: A. Appointment to Rio Hondo College Citizens Oversight Committee

Resolution: Trustee Lomeli recommended Leticia Alvidrez as her nominee and the Board of Trustees appointed Leticia Alvidrez to the Citizens Oversight Committee.

**Motion by Rosaelva Lomeli, second by Lina Campillo.**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Norma E Garcia, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**

**The Student Trustee Advisory Vote was yea.**

## 10. INFORMATION ITEM(S)

### A. Adjustment to the 2019-2020 Adopted Budget/General Fund

### B. Administrative Procedure 2510, Participation in Local Decision Making

The Board requested that this this AP be returned to the Policy and Procedure Council to add ASRHC Students to the AP language so it aligns with the BP language.

### C. Board Conference & Events Calendar 2019

Trustee Garcia requested that the planned Study Sessions for 2020 be added to the Board meeting calendar.

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## 11. STAFF & BOARD REPORTS

### A. Staff Reports (Academic Senate Minutes (2 sets) & Conference Reports)

### B. Board of Trustees Reports

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## 12. CLOSED SESSION

After reading the items to be discussed in closed session, Oscar Valladares recessed the meeting at 10:15PM. Oscar Valladares reconvened the meeting to regular session and reported the following action that was taken in closed session.

### A. Pursuant to Section 54957: PUBLIC EMPLOYEE EMPLOYMENT (3)

Motion #1 - Public Employee Employment - Full Time Psychology Instructor - the item was carried, that the board of Trustees accept the Superintendent's recommendation to employ, Francisco Sotelo as a Full Time Psychology Instructor, Tenure track effective January 24, 2020.

**Motion by Gary Mendez, second by Norma E Garcia**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Norma E Garcia, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**

Motion #2 - Public Employee Employment - Full Time Mathematics Instructor - the item was carried, that the Board of Trustees accept the Superintendent's recommendation to employ, Nancy Garcia as a Full Time Mathematics Instructor, Tenure track effective January 24, 2020.

**Motion by Gary Mendez, second by Vicky Santana.**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Norma E Garcia, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**

Motion #3 - Public Employee Employment - the item was carried, that the Board of Trustees accept the Superintendent's recommendation to employ, Rafael Gutierrez, as the Director of Facilities Services, effective date to be determined.

**Motion by Vicky Santana, second by Rosaelva Lomeli.**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Norma E Garcia, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**

### B. Pursuant to Section 54957: PUBLIC EMPLOYEE PERFORMANCE EVALUATION - Superintendent/President

**No action was taken on this item.**

### ~~C. Pursuant to Section 54957: PUBLIC EMPLOYEE DISCIPLINE / DISMISSAL / RELEASE~~

### D. Pursuant to Section 54956.9: CONFERENCE WITH LEGAL COUNSEL – Anticipated Litigation (1 Case)

**No action was taken on this item.**

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### 13. ADJOURNMENT

The Board of Trustees adjourned the meeting at 10:30PM.

**Motion by Vicky Santana, second by Rosaelva Lomeli.**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Norma E. Garcia, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**

The next Study Session will be held on Wednesday, November 18, 2019, 6:00PM.

The next special board meeting will be held on Wednesday, December 3, 2019, 6:00PM.



**RIO HONDO COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES  
Special Meeting/Study Session, November 18, 2019, 6:00 PM  
Board Room  
MINUTES**

**1. OPENING ITEMS**

**A. Call to Order (6:00 PM)**

Mr. Valladares called the meeting to order at 6:03PM.

**B. Pledge of Allegiance**

Mr. Rafael Gutierrez, Director of Facilities led the pledge of allegiance.

**C. Roll Call**

**Members Present:**

Oscar Valladares, President (Presiding)  
Rosalva Lomeli, Vice-President  
Gary Mendez, Member  
Lina Campillo, Student Trustee

**Members Absent:**

Ms. Norma E. García and Ms. Vicky Santana were reported absent.

**Staff Members:**

Dr. Kevin Smith, President, Academic Senate  
Ms. Reneé Gallegos, Recorder  
Mr. Scott F. Gaudineer, Principal Architect, Flewelling-Moody

**D. Open Communication for Public Comment**

No public comments were made.

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**2. STUDY SESSION**

**E. Preliminary Discussion Related to Prospective General Obligation Bond Election & Discussion of Facilities Project Interests**

Scott Gaudineer facilitated the discussion and review of the proposed sample Bond Project List.

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**BOARD OF TRUSTEES:** Norma E. García, Rosaelva Lomeli, Gary Mendez, Vicky Santana, Oscar Valladares  
Carolina "Lina" Campillo, Student Trustee

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Scott Gaudineer gave an overview from the preliminary project list and shared his perspectives regarding electrical systems, equipment, technology upgrades rapid change of space, swing space to accommodate construction impacts, going green, student, faculty and staff experiences with shared spaces, growth, furniture trends, facilities needs and planning projecting 10 and 20 years.

Gary Mendez reported that it behooves us to have green technology throughout the project list since this is a statewide initiative and will help the district reach compliance. He was concerned about limiting ourselves by stating specifically “faculty office space” or should the wording be changed to faculty preparation rooms to accommodate faculty needs? He also noted that we should add possible acquisition of new property if permissible for use as a potential Health Science Center or future educational center.

Oscar Valladares reported that she is supportive of Trustee Mendez’s thoughts regarding expansion and we have to keep in mind the LA County Habitat space that may be a possible use for long term leasing.

Gary Mendez reminder all that the Board working with staff comes out with a priority list and looks to increase the Board’s oversight of the priority list. He asked what is actually written in the Bond language? The first time the District went out we made commitments that maybe we did not want to do because things changed, such as the parking structure and do we want to get away from being specific in that process? HE would like the list consistent and to be in alignment.

Scott Gaudineer reported that tonight, is more about prioritizing the list and that would fall under the Facilities Master Plan. At the last meeting, Khush cautioned the Board about putting something ahead of yourselves and how do you report back to the voters. So, a broader list is what is recommended. The priorities can shift over time.

Three factors to keep in mind are;

- 1.) Capture the Attention - Telling a little bit of a story through the campaign committee that has no direct connection to the college.
- 2.) The Campaign - Once you have that information, then you ask how the college is doing? Most information will be from the Whittier Daily News. You want to test the environment, community involvement and engagement with the college.
- 3.) Initial Project List - Start to ask questions on the “why are doing this?” Needs based.

Dr. Kevin Smith requested the 2004 bond language that went out be shared with the group.

Gary Mendez proposed adding the Student Lounge and Student Activities space.

Lisa Chavez, Dean of Counseling representing Vice President Gee reported that she does not know the entire Bond language. VP Gee did ask her to share information about the Student Union and Student Services buildings. VP Gee shared at the time the original plans were shared that it was supposed to be a 60,000 sq. ft facility. The projection of costs was way more because of increases in materials. The actual space as it stands now is 19,000 sq. ft. Combined with the Student Union it is 49,000 sq. ft. Lisa agrees that the student support areas are very disjointed with Dreamer Center in the LRC, RISE and Student Equity being located in different spaces throughout campus and it would be nice to have it centralized. In addition, a student welcome center would be beneficial in the space that includes charging stations etc. so we can offer more services to our students.

Gary Mendez, speaking as an individual Board member and from experience reported that the Student Services building was a mistake, now we have a building with reduced space. It was proposed to the Board through campus groups and then user groups that designed the space.



Process was open and participatory and from that time, point forward six months the Board was shown a rendering to save space and money because the plan was going to DSA the very next day. These are tax-payer funds. This is the Board of Trustees who is asking the tax-payers to foot the bill. We should have had oversight and we were shown one plan, then another. There was no participation from the Board and now we have an ill designed space. He rejects the idea and the Taxpayers are charging the Board with building capacity to serve students in the future.

Scott Gaudineer reported that Nursing and really Health Sciences areas may have more gravitas with the common community. Athletics and recreational activities are covered and that is not to say that these won't make in the test polling questions. Most spaces that have the highest the impact are ones that service the community, classroom spaces, and unless you have a nationally ranked baseball team that may not rank very high. A lot will be filtered out on how the voters respond either positively or negatively. You have to take that data along with how you message the program and how you campaign for the Bond. A Performing Arts Center that is a space that you can rent out and there are not too many in this area.

Oscar Valladares reported that he would like to see in the near future student housing for the CTE/Public Safety Programs like Fire and Police. Those students who are going through our academy. Perhaps profitable living spaces where students are sponsored by agencies or their employers. If they can be housed here, then that would be something to leverage.

Scott Gaudineer reported one is program space and maximizing those and the second part is student housing. El Camino and other colleges in Northern California are approaching this new concept. Part of that is due to the current economic climate in California along with the cost of affordable housing. We want to be careful on how it is phrased and if you leave nurses out for example, it is better to leave the language more general.

Gary Mendez cautioned the Board that there is a negative connotation with student housing so that must be kept in mind and how this is phrased in the language to the community.

Dr. Kevin Smith asked if the language includes the water tower? It is his belief that classrooms would be hugely impactful, the fact that it just talks about CTE programs will that limit our efforts?

Scott Gaudineer reported that it's his belief that the District may want to lead with key programs.

Gary Mendez reported that we will have an open process just like this where we discuss items. You heard me say classrooms, classrooms, classrooms including Science, Business and Administration buildings. That process should start right after the election is that right Scott?

Scott Gaudineer responded "yes," a parallel track and that would include the new Director of Facilities and would align with the Facilities Master Plan. By the time you get the first amount of funds that would give you plenty of time. That would come to a conclusion on the priorities but if we don't have the infrastructure then we can't build the building. We have to prepare the campus to receive the new building and the activity that will take place will need many listening sessions and they are all priorities. The questions becomes how do we sequence in an order of 1, 2, 3, 4, 5? What other external forces are driving the decisions such as eligibility for State funds? How do we take advantage of that? If the state bond passes in March 2020, then that becomes available in six months. If we have projects that have been on the back burner, how do we prioritize those? That is a year or two of dialogue and discussion. Planning and discussion are key. You must set aside time every year to revisit the Facilities Master Plan. If you wait and do that every five years you are going to pay a lot of money to have it redone every five or six years.

There are other items that were brought up and, in the planning, and discussions. The zero-net energy, materials and the maintenance of a green campus are excellent ones. One thing that came from the facilities assessment over the summer is the roof leaks. The last thing you want to do is put in new technology in a space and have it get wet.

Dr. Kevin Smith reported that there will be a nonstop list. He has been at RHC for 12 years. What we had before to now, there is that perspective. He remembers what the lower quad looked like before and what it is now. There are some parts of the campus that have not changed one of them is his classroom. From the paint, to the rug stains, the white boards. He does have new tables and he only got these because he declared the old ones as a safety hazard. It is important to look at history and there is a lot of relevance to what was done and in the past. While he does not envy the Board, this is an amazing opportunity and with Guided Pathways this would give us the opportunity to redesign our spaces and bring in support services. As an example, we have 25 full time faculty in the BSS Division. There are currently about 15 housed in the Division and the remainder are scattered around campus. The BSS Counselor is close by down the hall. How amazing would it be to have the entire division together in one cohesive space? We have a table in the middle of the area and students doing their homework. If we could design spaces that are utilized by all of us, then he looks at this as an opportunity and we should all keep that lens in mind.

Scott Gaudineer responded that one of the joys that he has in his field is that he gets to show you what is possible. We can visit other campuses, look at places online and the interspatial design. There are gathering spaces for students, high bar tables that becomes a hub of activity. Students appreciate the space and they are not sitting under a tree. This allows for collaboration and socialization naturally happens. This is a critical part of the planning process to see the best to get the best. There are thousands of campuses. He appreciates the great comments shared tonight.

Lina Campillo reported that the general comments have all been good but to piggyback on what Dr. Smith said the project list should be student success centered since that is also the focus of the new funding formula. The list touches student success, but it needs to be more direct. Cohesion of divisions/departments for faculty office hours would be so helpful to have in the same space. That way there is no excuse for students and that would help students be successful and change our outcomes. This is a way to reach voters and we can leverage that.

Gary Mendez reported that he wants to help out, so if the firms can draft Bond language, the Educational Master Plan and the Facilities Mater Plan and at some point, they come forward to the Board who can develop the guiding principles on the priorities in terms of what impacts the student experience, he believes that this would have an immediate impact to student success along with a positive student experience. That starts out in the classroom. Hopefully we, the board, can develop guiding principles. If some of our projects such as the Arts Center impact our ability to increase FTEs and those are things that we need to drive we may have to revisit. He regrets that the Board did not monitor projects more closely in the past. He is hoping that as a board, they monitor things more closely this time around and can assure themselves and the taxpayers.

Scott Gaudineer reported that is why there is an oversight committee. That is the rear-view mirror overview.

Dr. Kevin Smith reported that age shows differently in a classroom, then it does in a theater. Fifty years ago, you could have had a projector and do things on a board, but now you can't. Ten years ago you did not have the technology that exists today.

Gary Mendez reported that other campuses were behind in their programs but now they have built their facilities to have the opportunity to grow. This is what we must do. We have to encourage participation and user groups were sold to us heavily in the past. Somebody lost the message the last time. Some programs did well last time – linking public transportation to the community. That polled well in the past. Looking at the past and formulating how we move in the future will benefit the college. In the past Police, Fire, Nursing and Alternative fuels polled well. The product of the last bond is on the walls in the President’s Office now and you see it visually – Police and Fire were sold.

Scott Gaudineer reported that it is the pollster’s job to select things that polled well

Dr. Laura Ramirez reported that she worked with her staff to add items to the list in blue. She thinks that there should be caution regarding growth with the educational centers in that we are not currently at capacity.

Oscar Valladares reported that he thinks there is a critical need for a performing arts complex and/or facility to do our own graduations ceremonies.

Rosaelva Lomeli reported that she sees that the academic area provided feedback. Will the classified have an opportunity to weigh in and what are the next steps in the process?

Dr. Kevin Smith reported that the Educational Master Plan Consultant, Dr. Diane White is currently meeting with staff and the Classified President will get an entire hour with her soon.

Lisa Chavez reported that safety is a big item in the Student Services area. She wanted to emphasize the HVAC system. She has heard time and time again that students are in rooms that are so cold they can see their breath or at the other extreme that classrooms are too hot. What kind of learning is happening when basic comforts are non-existent?

Scott Gaudineer reported that the Central plant needs to be updated. That does not get a lot of attention from the public perspective and it took three summers to complete this type of work at another campus he was involved with. He picked up on the safety aspect and that is on the preliminary list. The ADA piece requires a certain level of light. Many of the items speak to campus safety such as cameras, monitoring, blue lights, operational costs are the back side of this. You can do research and set those aside.

As for next steps we have a quick turn around where we have to share the revised project list with Bond Counsel, CFW and the pollsters in order for them to develop the questions. They will be in touch with the President to see how to move forward and cover all the possibilities we think we have captured the essence of items for consideration. We should have some updates by the end of next week. Please keep in mind that we will lose time with the Thanksgiving holiday. The next Board meeting will be December 3<sup>rd</sup> and that is our deadline for action. Thank you for making the time on such short notice. Please include the photos of the easel sheets in the minutes.

**Rio Hondo Community College District  
Sample Preliminary Bond Project List for Discussion**

- Construct, modernize and improve facilities including classrooms, labs, and learning spaces for career education programs in fields such as nursing, fire and police academies, automotive and alternative fuels, and other programs
- Replace portable classrooms and spaces with new permanent facilities
- Improve college safety and security by upgrading lighting, fire alarms, and security and communication systems
- Enhance seismic and earthquake preparedness of existing facilities
- Upgrade and replace water and plumbing systems including water storage for domestic and firefighting use, supply to shower and locker rooms, science labs, drinking fountains, irrigation, fire sprinkler systems, and hydrants
- Construct and improve roadways, parking facilities, walkways, grounds, wayfinding and signage
- Replace or renovate facilities and equipment, including elevators, to comply with federally mandated Americans with Disabilities Act (ADA) requirements
- Upgrade and construct restrooms
- Repair and replace heating, air conditioning, and ventilation systems
- Repair and replace roofs, windows, doors and fixtures, as needed
- Upgrade electrical systems to support student access to technology and specialized equipment
- Provide up-to-date information and technology systems and equipment, including cable infrastructure, network expansion, wireless access points and administrative systems
- Improve irrigation systems, landscaping, and athletic and physical education facilities
- Upgrade and improve ~~faculty office spaces~~ **faculty preparation rooms, to accommodate faculty needs.**
- Finance or refinance real property leases, or prepay leases
- Provide furnishings, fixtures, and equipment to support new and modernized learning spaces
- Provide temporary facilities during facilities construction and renovations

### Feedback from Academic Area

- Athletics: Baseball and softball field seating, concession, lighting and restrooms.
- Update gymnasium (air conditioning and floor).
- Health Sciences Center Building: currently nursing is in swing space, no space allocation for Ortho-tech, biotech, dietician/nutrition, and coding programs.
- College needs a large venue for performances and graduations.
- STEM building for existing programs; addition of engineering, computer science.
- CTE may expand into advanced manufacturing, electrical, and construction.
- Campus: parking, electrical, lighting, and HVAC infrastructure.
- Public Safety: modernization of annex for training of incumbent workforce.

### Feedback from BOT Study Session on 11/13/19

- Hard wired blue light emergency system throughout campus.
- Strong Safety Systems/continuous monitoring.
- Camera systems throughout out the campus.
- Infrastructure, sewers, streets, plumbing.
- Campus Police sub-station/Command Center
- Parking Structure/Parking behind Science Building and on Lot F.
- Accessibility throughout campus/ADA compliance.
- Solar Escalators from the bottom of parking lot one.
- Larger Centralized Student Support Space Student Union (Room for students to rest, eat, gaming area, charging stations, etc.)
- ~~Health Science Center. duplicate~~
- Up-to-date Baseball venue.
- Add lighting and paving to the pathway to the observatory.
- Additional classroom space.
- Land acquisition for growth/expansion.
- Zero Net Energy - defined as “ZNE campus – “An energy-efficient campus where, on a source energy basis, the actual annual consumed energy is less than or equal to the on-site renewable generated energy.”
- Facilities department showers/locker room, emergency treatment area.
- Upgrading and improving the safety of the vehicle Facilities department equipment.

### Feedback and edits BOT Study Session 11/18/19

- Profitable student housing for Police/Fire/CTE programs.
- Water Tower
- New Property/Student Housing
- Facilities Campaign focus should be centered around student success and align with new funding formula as a way to reach voters
- Revisit what polled well in 2004, what worked and what didn't

*Rvsd. November 18, 2019*

\* PROPERTY

\* STUDENT SUPPORT/SERVICES  
SPACES  
(STUDENT UNION/WELCOME CTR.  
CHARGING STATIONS - CENTRALIZED)

\* ADDITIONAL CTE PROGRAM  
SPACES (HEALTH,

\* STUDENT HOUSING

\* LARGE VENUES  
(Performing arts / graduation)

Post-it  
30  
3M

STUDENT SUCCESS!  
FACILITIES/CAMPAIGN  
MESSAGING  
NEED TO EXPLAIN  
WHAT IMPACTS THE ABILITY TO  
BE SUCCESSFUL

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WHAT ROLLED WELL LAST TIME

- \* TRANSPORTATION CTR
- \* POLICE/FIRE/NURSING/ALT FUELS

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### **3. ADJOURNMENT**

It was moved by Gary Mendez, seconded by Rosaelva Lomeli that the Board of Trustees adjourn the meeting at 7:15PM.

**Final Resolution: Item Carries (4-0).**

Yeas: Gary Mendez, Oscar Valladares, Rosaelva Lomeli

Nos: None.

The Student Trustee was yea.

A. Next Special Board Meeting – Tuesday, December 3, 2019, 6:00 PM

B. Next Regular Meeting/Annual Organizational Meeting – Wednesday, December 11, 2019, 6:00PM.



**RIO HONDO COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES  
Regular Meeting and  
Annual Organization and Election of Board Officers  
December 11, 2019, 6:00 PM, Board Room  
MINUTES**

\*Minutes Generated from Boarddocs\*

**A. OPENING ITEMS**

**1. Call to Order (6:00 PM)**

Oscar Valladares called the meeting to order at 6:12 PM.

**2. Pledge of Allegiance**

Lina Campillo led the pledge of allegiance.

**3. Roll Call**

Vicky Santana was absent for roll call but later arrived at 6:15 PM. Gary Mendez was reported absent for roll call but later arrived at 6:18 PM.

**Members Present:**

Oscar Valladares, President (Presiding)  
Rosaelva Lomeli, Vice President  
Vicky Santana, Clerk (arrived at 6:15 PM)  
Norma E. Garcia, Member  
Gary Mendez, Member (arrived at 6:18 PM)  
Lina Campillo, Student Trustee

**Members Absent:**

Vicky Santana and Gary Mendez were absent only during approval of the minutes.

**Staff Members:**

Dr. Arturo Reyes, Superintendent/President  
Dr. Laura Ramirez, Vice President, Academic Affairs  
Mr. Henry Gee, Vice President, Student Services  
Ms. Chris Hawken, Interim Vice President, Finance & Business  
Ms. Sandra Hernandez, President, C.S.E.A.  
Dr. Kevin Smith, President, Academic Senate  
Mr. Rudy Rio, President, R.H.C.F.A.  
Ms. Reneé Gallegos, (Recorder)

**4. Approval of Minutes-11/06/19**

The Board of Trustees approved the Minutes of 11/06/19 as presented.

**Motion by Rosaelva Lomeli, second by Norma E. Garcia**

**Final Resolution: Motion Carries**

**Yea: Norma E. Garcia, Rosaelva Lomeli, Oscar Valladares**

**Student Trustee Advisory Vote was yea.**

**5. Approval of Minutes-11/13/19**

The Board of Trustees approved the Minutes of 11/13/19 as presented.

**Motion by Rosaelva Lomeli, second by Norma E. Garcia**

**Final Resolution: Motion Carries**

**Yea: Norma E. Garcia, Rosaelva Lomeli, Oscar Valladares**

**Student Trustee Advisory Vote was yea.**

**6. Approval of Minutes-11/18/19**

The Board of Trustees approved the Minutes of 11/18/19 as presented.

**Motion by Rosaelva Lomeli, second by Lina Campillo**

**Final Resolution: Motion Carries**



**Yea: Norma E. Garcia, Rosaelva Lomeli, Oscar Valladares**  
**Student Trustee Advisory Vote was yea.**

## **7. Open Communication for Public Comment**

Dr. Monica Sanchez, newly elected Councilmember from the City of Pico Rivera addressed the board regarding the district's partnership with the City of Pico Rivera including the work at the Educational Center at Pico Rivera and the vaping epidemic that affects all of our communities.

## **8. Superintendent's Report**

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### **B. Annual Organization and Election of Board Officers**

1. Dr. Reyes, Superintendent/President assumed the chairmanship and called the Annual Organizational Meeting to order. Dr. Reyes called for a motion to open nominations for the Office of President of the Board of Trustees.

**Motion by Rosaelva Lomeli, second by Oscar Valladares.**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Norma E. Garcia, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**

**Student Trustee Advisory Vote was yea.**

Rosaelva Lomeli nominated Oscar Valladares for the Office of President of the Board of Trustees. After hearing no further nominations, Dr. Reyes called for a motion to close the nominations and prompted the secretary to call roll.

**Motion by Rosaelva Lomeli, second by Oscar Valladares**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Norma E. Garcia, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**

**Student Trustee Advisory Vote was yea.**

Dr. Reyes congratulated Oscar Valladares on his election as the President of the Board of Trustees. Dr. Reyes turned the gavel over to Oscar Valladares who presided for the duration of the meeting.

Oscar Valladares called for nominations for the Office of Vice President of the Board of Trustees.

Vicky Santana nominated Rosaelva Lomeli for Vice President of the Board of Trustees. After hearing no further nominations, Oscar Valladares called for a motion to close the nominations and prompted the secretary to call roll.

**Motion by Lina Campillo, second by Norma E. Garcia**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Norma E. Garcia, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**

**Student Trustee Advisory Vote was yea.**

Oscar Valladares congratulated Rosaelva Lomeli on her election as Vice President of the Board of Trustees.

Oscar Valladares called for nominations for the Office of Clerk of the Board of Trustees.

Rosaelva Lomeli nominated Vicky Santana for the Office of Clerk of the Board of Trustees. After hearing no further nominations, Oscar Valladares called for a motion to close the nominations and prompted the secretary to call roll.

**Motion by Norma E. Garcia, second by Rosaelva Lomeli**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Norma E. Garcia, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**

**Student Trustee Advisory Vote was yea.**

Oscar Valladares congratulated Vicky Santana on her election as Clerk of the Board of Trustees.

As outlined in BP 2210, Section D., the Superintendent/President serves as the Secretary to the Board of Trustees.

Oscar Valladares called for nominations for one (1) member to serve as the representative on the Los Angeles County Schools Trustee's Association (LACSTA).

Norma E. Garcia nominated Gary Mendez. Gary Mendez declined the nomination. Norma E. Garcia nominated Oscar Valladares, who declined the nomination. Norma E. Garcia nominated Rosaelva Lomeli who accepted the nomination.

After hearing no further nominations, Oscar Valladares called for a motion to close the nominations and prompted the secretary to call roll.

**Motion by Norma E. Garcia, second by Rosaelva Lomeli**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Norma E. Garcia, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**

**Student Trustee Advisory Vote was yea.**

Rosaelva Lomeli will serve as the representative on the Los Angeles County Schools Trustee's Association (LACSTA).

Oscar Valladares called for nominations to elect one (1) member to serve as the representative on the Los Angeles County School District Organization Committee (LACSDO).

Vicky Santana nominated Oscar Valladares who accepted the nomination.

After hearing no further nominations, Oscar Valladares called for a motion to close the nominations and prompted the secretary to call roll.

**Motion by Vicky Santana, second by Oscar Valladares**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Norma E. Garcia, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**

**Student Trustee Advisory Vote was yea.**

Oscar Valladares will serve on the Los Angeles County School District Organization Committee (LACSDO).

The Board of Trustees Annual Election of Officers concluded and the Board moved on to conduct their regular business.

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### **C. COMMENDATION(S)**

1. Classified Retirement - Jaime Brenes, Electrician, Facilities Services
2. Classified Retirement - Rebecca Rayas, Senior Secretary, Institutional Research and Planning
3. Classified Retirement - Ming Chen, Senior Systems Analyst, Information Technology Services
4. Classified Retirement - Robbie Wright, Instructional Lab Technician/Biology, Math, Science & Engineering
5. Classified Retirement - Irma Caballero, EOP&S Evaluator, EOP&S

Dr. Reyes also acknowledged and thanked our local legislators for the proclamations and commendations for retiring classified staff including Congresswoman Linda Sanchez, Assembly members Bob Archuleta, Ian Calderon, Christina Garcia and Supervisor Janice Hahn from L.A. County Board of Supervisors.

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### **D. 10-Minute Break**

Oscar Valladares recessed the meeting at 6:58 PM for a 10-minute reception for the retirees.

Oscar Valladares reconvened the meeting at 7:16 PM.

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### **E. PRESENTATION**

1. AUDIT REPORT - John Dominguez, (Cossolias, Wilson, Dominguez, Leavitt, Certified Public Accountants)

### **K. ACTION ITEMS - FINANCE & BUSINESS**

Norma E. Garcia requested that action items K.1 Annual Financial Audit Report – Fiscal Year 2018-2019 and K.2 Annual Bond Audit Report – Fiscal Year 2018-2019 be moved out of order.

**Motion by Norma E. Garcia, second by Gary Mendez**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Norma E Garcia, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**

#### **1. Annual Financial Audit Report - Fiscal Year 2018-2019**

The Board of Trustees accepted the Financial Audit for the fiscal year ending June 30, 2019.

**Motion by Vicky Santana, second by Norma E. Garcia.**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Norma E Garcia, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**

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#### **2. Annual Bond Audit Reports - Fiscal Year 2018-2019**

The Board of Trustees accepted the Bond Financial Audit Report and Performance Audit Report for Fiscal Year ending June 30, 2019.

**Motion by Vicky Santana, second by Gary Mendez.**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Norma E Garcia, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**

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Norma E. Garcia reported that the District must infuse equity into the budget. Vicky Santana reported that we also must utilize all avenues for state funding.

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### **F. PUBLIC HEARING**

1. Open Public Hearing - Public Hearing on the Initial Proposal for a Successor Agreement 2020-2023 California School Employees Association Number 477 Collective Bargaining Agreement Submitted by the California School Employees Association Number 477

**Motion by Gary Mendez, second by Vicky Santana**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Norma E. Garcia, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**

**Student Trustee Advisory Vote was yea.**

The public hearing was opened at 7:41 PM. After hearing no comments, Oscar Valladares called for a motion to close the public hearing at 7:42 PM.

2. Close Public Hearing - Public Hearing on the Initial Proposal for a Successor Agreement 2020-2023 California School Employees Association Number 477 Collective Bargaining Agreement Submitted by the California School Employees Association Number 477

**Motion by Gary Mendez, second by Vicky Santana**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Norma E. Garcia, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**

**Student Trustee Advisory Vote was yea.**

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## **G. CONSENT ITEMS - FINANCE & BUSINESS**

### **1. General Consent Items (Requires one vote by the Board of Trustees) on All Consent Agenda Items**

The Board of Trustees approved the Consent Agenda item as presented below.

**Motion by Vicky Santana, second by Rosaelva Lomeli.**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Norma E Garcia, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**

**Student Trustee Advisory Vote was yea.**

### **2. Finance & Business Reports - Purchase Order Report**

The Board of Trustees approved the Purchase Order Report containing purchases for the preceding month. Funds have been budgeted for these purchases in the funds shown. Individual purchase orders are available in Contract Management and Vending Services prior to the meeting for Board review. Purchases have been processed in accordance with Administrative Procedure No. 6334.

### **3. Finance & Business Reports - Payroll Warrant Report**

The Board of Trustees approved the Payroll Warrant Report for the month of November 2019.

### **4. Authorization for Out of State Travel & Conferences**

The Board of Trustees approved the Out of State Travel and Conferences.

Oscar Valladares to attend the Association of Community College Trustees (ACCT) 2019 National Legislative Summit, Feb. 9-12, 2020 in Washington D.C.

Mike Slavich and Steve Tomory to attend the Community College Baccalaureate Association Conference, Feb. 27 - March 1, 2020 in Seattle, WA.

Eric Olson to attend the NC3 Train the Trainer - Precision Measuring Instruments, Feb. 2 - 6, 2020 in Phoenix, AZ.

Dr. Arturo Reyes to attend the Alliance of Hispanic Serving Institution Educators (AHSIE), March 8 -11, 2020 in Washington D.C.

Dr. Shireetha Gethers and Cindy O'Neill to attend the Annual N4C Conference & Professional Institute, March 25 - 29, 2019 in Spokane, WA.

### **5. Payroll Warrant - Maria Del Carmen Diaz**

The Board of Trustees approved replacement warrants to Maria Del Carmen Diaz in the amount of \$1,217.87 and \$1,283.66.

### **6. Approve Acceptance of the National Science Foundation (NSF) Funding Grant Number 1930037**

The Board of Trustees approved acceptance of the NSF Grant as described and authorized the Administration to execute the appropriate documents on behalf of the District.

### **7. Approve Acceptance of Volunteer Income Tax Assistance (VITA) Funding: CSU - Long Beach**

The Board of Trustees approved acceptance of the CSU – Long Beach VITA Funding as described and authorized the Administration to execute the appropriate documents on behalf of the District.

### **8. Approve Addendum to Agreement: Portal Access for CliftonStrengths – Gallup, Inc.**

The Board of Trustees approved the addendum with Gallup, Inc. as presented and authorizes the Administration to execute the appropriate documents on behalf of the District.

**9. Approve TSC1098 - T Master Software as a Service Subscriber Agreement: 1098-T Tax Document Services Calendar Year 2019 – Tab Service Company**

The Board of Trustees approved the TSC1098T Master Software as a Service Subscriber Agreement for Calendar Year 2019 with Tab Service Company with a not to exceed amount of \$11,000.00 to be paid from General Fund and authorized the Administration to execute the appropriate documents on behalf of the District.

**10. Approve Acceptance of the National Endowment for the Arts (NEA) Funding Grant Number 1860671-78**

The Board of Trustees approved acceptance of the NEA Grant as described and authorized the Administration to execute the appropriate documents on behalf of the District.

**11. Ratification of Agreement for Support on the Development of Educational Master Plan : Integrated Academic Solutions, LLC.**

The Board of Trustees ratified the agreement with Integrated Academic Solutions, LLC in the amount not to exceed \$13,000.00 to be paid from General Funds and authorized the Administration to execute the appropriate documents on behalf of the District.

**12. Ratification of Agreement for Opinion Research Services: Fairbank, Maslin, Metz & Associates (FM3)**

The Board of Trustees ratified the agreement with FM3 in the amount not to exceed \$31,500.00 to be paid from General Funds and authorized the Administration to execute the appropriate documents on behalf of the District.

**13. Ratification of Agreement for Facilities Projects Planning Services: Flewelling & Moody, Inc.**

The Board of Trustees ratified the agreement with Flewelling & Moody, Inc. in the amount not to exceed \$23,500.00 to be paid from General Funds and authorize the Administration to execute the appropriate documents on behalf of the District.

**14. Approve Modification No. 7 to Agreement No. 16-CO-11050100-007: USDA Forest Service, Angeles National Forest (U.S. Forest Service).**

The Board of Trustees approved Modification Nos. 7 to Agreement No. 16-CO-11050100-007 and authorized the Administration to execute the appropriate documents on behalf of the District.

**15. Approve Acceptance of Grant: Go Rio Program - City of Santa Fe Springs**

The Board of Trustees approved acceptance of the grant funding as described and authorized the Administration to execute appropriate documents on behalf of the District.

**16. Consultants**

The Board of Trustees approved the Consultants Consent Agenda item as presented.

**a.) Andrea Gutierrez** - Workshop title: Eating Healthy on a Budget. Healthy eating does not need to cost more in this workshop, students will discover how to get ideas for inexpensive, nutritious meals and snacks. Students will also be introduced to various programs that the UC system has implemented to address food insecurity among low-income students. Dates of service: Friday, January 31, 2020. Cost not to exceed \$300 from the Student Support Services (PASS) fund.

**b.) Integrated Academic Solutions, LLC** - Support the development of Rio Hondo's Educational Master Plan and strategic plan, including analysis of implications for the Facilities Master Plan. Dates of service: Nov 14, 2019 - Dec 31, 2019. Cost not to exceed \$13,000 from the General Fund.

**c.) Monsido Inc.** - Website software to measure and report the Quality Assurance (QA), Accessibility and Search Engine Optimization (SEO) of www.riohondo.edu on a weekly basis. Monsido will be replacing the current software the College is using via Siteimprove upon expiration in March 2020 as Monsido has more user-friendly features, free live support and training. Dates of service: March 22 - May 21, 2020. Cost not to exceed \$4,450.00 from the Marketing fund.

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**H. CONSENT ITEMS - HUMAN RESOURCES (PERSONNEL)**

**1. Academic**

**1.) SPECIAL ASSIGNMENTS, 2019 - 2020**

The following instructor will be paid a stipend not to exceed \$150, paid out of Staff Development funds, for providing an Effective Lesson Planning Workshop on January 22, 2020.

LYNCH, Kelly - Behavioral and Social Sciences

The following instructor will be paid a stipend not to exceed 25 hours, paid out of Guided Pathways funds, to work as Guided Pathways DAP during Winter 2019-2020.

GONZALEZ, Lydia

The following faculty will receive a stipend not to exceed \$1,432.86, paid out of the BCM Foundation Grant, for workshop instruction as part of "Camp Rio," a partnership between Rio Hondo College and the Boys and Girls Club of Whittier. The event will take place December 16, 2019 through December 19, 2019.

HARLOW, Brenda - Business  
STEVENS-GANDARA, Miyo - Arts and Cultural Programs

The following faculty will receive a stipend not to exceed \$400, paid out of Guided Pathways funds, for Guided Pathways mapping work that will take place when they are off-contract on December 9, 2019.

HUINQUEZ, Jorge – Counseling

The following faculty will receive a stipend not to exceed \$500, paid out of the CTE Pathways Grant, for completion of "Peer Online Review" training for December 13, 2019 through June 30, 2020.

GARDOS, Alex - Arts and Cultural Programs

The following faculty will receive a stipend not to exceed \$1000 per course, paid out of the CTE Pathways Grant, for the creation of courses for online delivery for December 13, 2019 through June 30, 2020.

GARDOS, Alex - Arts and Cultural Programs  
TANAKA, Jennifer - Kinesiology, Dance and Athletics  
SENK, Jodi - Kinesiology, Dance and Athletics

The following faculty from the Guided Pathways Steering Committee will receive a stipend not to exceed \$250, paid out of Guided Pathways funds, for participating in the Website Workgroup, which will inform our Guided Pathways work, that will take place when they are off-contract on December 12, 2019, January 8, 2020, and January 14, 2020.

ARAZI, Dana - Communications and Languages  
CARTAGENA, Alyson - Kinesiology, Dance and Athletics  
FLORES-OLSON, Troy - Counseling  
HARLOW, Brenda - Business  
SMITH, Kevin - Behavioral and Social Science

The following instructors will be paid a stipend not to exceed \$4,500, paid out of Student Equity funds, for participation in the Statistics Support Lab. The stipend includes the delivery of on-on-one and small group tutoring sessions.

MILLER, Greg - Math, Sciences and Engineering  
RYAN, Mutsuno - Math, Sciences and Engineering

## **2.) INTERSESSION 2019 - 2020**

See attached list (see meeting agenda).

## **3.) HOURLY AS NEEDED, Intersession 2019 - 2020**

### CalWorks

SILVA, Diego  
SANCHEZ, Kristina  
TIEU, Julie  
TORRES, Anacany

### Career and Technical Education

ANDERSON, Barbara  
DIGHERA, Michael  
DORNEAN, Marius  
FRALA, John  
HUGHES, Sean  
LINDY, David  
MILLAN, Jose  
NAKATANI, Farrah  
OLSON, Eric  
ROBERTS, Warren  
ROMO, Claudia  
TOMORY, Steve

### Counseling

ALAVARADO, Delmis  
ALVARADO, Guadalupe  
DE LA MORA, MARTHA  
DE LEON, Maribel  
FLORES, Julio  
FLORES-OLSON, Troy  
HART, Jeremy  
HERNANDEZ, Yunion  
HUINQUEZ, Jorge  
LARA, Jose  
MARTINEZ, Angelica  
DIAZ-PICHARDO, Dorali  
RAMIREZ, Elizabeth

RIVERA, Mary  
RODARTE, David  
THOMAS, Julius  
TIEU, David  
VALLADARES, Diana  
VILLANUEVA, Viviana  
VU, Irene  
WAUGH, Christine

DSPS

ARROYO, Jose  
GAW, Rose  
KAUFMAN, Bonnilee  
LAMPERT, Katherine

EOPS/CARE

CAMACHO, Tammy  
CLARK, Dennyse  
GARCIA, Yvette  
OBREIN, Katie  
REYES, Dianna  
RODRIGUEZ, Jose  
SAIKALI, Leina

Financial Aid/Veterans Services

CASTAÑEDA, Arely

Guardian Scholars

SAENZ, Marisela

Kinesiology, Dance and Athletics

ALCALA-SNEE, Christine  
ARAGUNDI, Karl  
BRENES, Orlando  
CARTAGENA, Alyson  
HALLMAN, John  
HEMENWAY, Steve  
HENNIGAN, John  
HERRERA, Rene  
KONDRATH, Jessica  
LIM, Todd  
LOPEZ, Rachel  
MCDOWELL, Carol  
NELSON, Bruce  
PUDELKO, Kathy  
SALAZAR, Michael  
SENK, Jodi  
SMITH, Stephen  
TANAKA-HOSHIJO, Jennifer  
UNGER, Karen  
URQUIDI, Bianca

Language Assistance Center

BOVE, Gina  
HERNANDEZ-SAUL, Cynthia  
SHCAFFNER, Kris

Library

ARENAS VELLANWOETH, Vivian  
BABOU, Robin  
BEELER, Gabriel  
CRUZ, Maria  
GARCIA, Patricia  
GUTER, Bruce  
LEE, Young  
MAK, Lawrence  
OLDHAM, Carolyn  
RIVAS, Claudia  
SINGH, Bindiya  
TRUONG, Irene  
YOUNG, Brian

Math, Science and Engineering

SPIELER-PERSAD, Gisela

Public Safety

CAREY, Ryan  
FLORES, Ygnacio

KIMBER, George

Student Equity

CASTAÑEDA, Arely  
LARA, Jose  
MORA, Juana

Student Health and Psychological Services

SANCHEZ, Denna  
HEAP, Glenn  
SANCHEZ, Daniela

Student Success

ALVARADO, Delmis TORRES, Anacany  
BARRIOS, Christina VALLADARES, Diana  
CASTAÑEDA, Arely  
CASTILLO, Kevin  
DAZA, Igor  
HENDERSON, Edward  
LOPEZ-MORENO, Nadia  
MALDONADO, Marcela  
PICHARDO-DIAZ, Dorali  
SANDOVAL, Flor

Student Success and Retention

HENDERSON, Edward  
LUCERO, Andreina  
LYNCH, Sheila  
O'BRIEN, Katie

**4.) PART-TIME, Spring 2020**

Behavioral and Social Sciences

LEACH, Catherine  
LOPEZ, Eric

Communications and Languages

HUGHES, Patricia

Health Science and Nursing

KIM, Kyoung Mi  
MUNOZ, Jose  
WILSON, Kassandra

**5.) BUDGET AUGMENTATION**

Through the annual planning process during the 2019-2020 year, faculty positions were ranked from the faculty resource allocation requests by the Faculty Staffing Committee. Five faculty positions in the following Divisions were recommended for funding from the Unrestricted General Fund augmented for the 2020-2021 fiscal year.

# of Positions	Division/Position
1	Business - Business Management
1	MS&E - Physics
1	MS&E - Engineering
1	KDA - Kinesiology (Volleyball Coach)
1	CTE - Automotive Technology

**Estimated Total Cost**     **\$800,000**

**2. CLASSIFIED**

**1.) EMPLOYMENT, 2019 – 2020**

Substitutes, 2019 – 2020

SUANDERS, Robert, Locksmith, Facilities Services, effective November 4, 2019.

Short Term, 2019-2020

MORISHITA, Shavon, Clerk Typist III, Public Safety, effective January 13, 2020.

**2.) RETIREMENTS**

BRENES, Jaime, Electrician, 100%, Maintenance. His last day of employment will be January 3, 2020, with his first day of retirement being January 4, 2020.

CABALLERO, Irma, EOP&S Evaluator, 100%, EOP&S. Her last day of employment will be December 31, 2019 with her first day of retirement being January 1, 2020.

CHEN, Ming, Senior Systems Analyst, 100%, Information Technology Service. Her last day of employment will be December 30, 2019, with her first day of retirement being December 31, 2019.

RAYAS, Rebecca, Senior Secretary, 100%, Institutional Research and Planning. Her last day of employment will be December 27, 2019, with her first day of retirement being December 28, 2019.

WRIGHT, Robbie, Instructional Lab Technician-Biology, 100%, Biology. Her last day of employment will be December 27, 2019, with her first day of retirement being December 28, 2019.

### **3.) UNPAID LEAVE**

LODICO, Keo-Jye, Senior Secretary, Library, has requested an unpaid leave of absence from January 2, 2020 – January 16, 2020.

### **3. UNREPRESENTED (AP 7130), 2019-2020**

#### **1.) EMPLOYMENT, 2019 - 2020**

##### **COMMUNICATIONS AND LANGUAGES**

###### **Lecturer**

DE LARA, Megan

##### **CONTINUING EDUCATION**

###### **Lecturer**

MASIA, Giovanni

##### **COUNSELING**

###### **Student Success Coach II**

ROMERO, Dominique

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### **I. CONSENT ITEMS - ACADEMIC AFFAIRS (CURRICULUM)**

The Board of Trustees approved the curriculum items as listed. Curriculum Committee approved items through November 20, 2019

#### **1. Curriculum Items**

The following items have been processed according to college policy for the development of curricula, which includes review and approval, by the District Curriculum Committee:

##### **A. New Credit Courses that are part of an Existing Program**

The following credit courses have been recommended for inclusion in our offerings and the catalog:

##### **KIN 110: Introduction to Fitness and Sport Management**

(Kinesiology, Dance, and Athletics)

Degree Applicable; (3 Units)

**Justification:** Introduction to Fitness and Sport Management is needed, and recommended by the advisory committee, for the completion of the proposed Fitness and Sport Management Certificate Program, which is meeting the employment needs of area organizations.

This course is necessary for those exploring entry-level careers in health club and fitness studio management, sport facility and event management, operation and recommended for transfer students to Whittier College Sport Management Degree.

##### **KIN 120: Sports Law and Ethics**

(Kinesiology, Dance, and Athletics)

Degree Applicable; (3 Units)

**Justification:** This course is for students looking to gain further knowledge in the sports law and ethics area, and for those who intend to complete the proposed COA in Fitness and Sport Management.

##### **KIN 170: Sport and Exercise Psychology**

(Kinesiology, Dance, and Athletics)

Degree Applicable; (3 Units)

**Justification:** We currently offer the Coaching of Sport degree and Sport Psychology is a missing element in this degree to fully equip our graduates with tool that will enable them to have the best opportunity to succeed in coaching. 42 California Community Colleges offer a Sport Psychology course and 30 of these offer the course within the Kinesiology/Physical Education department. The following community colleges offer a Sport Psychology course within our immediate area: Cerritos College-KIN200, Compton College PSY22, Cypress College PE248, Fullerton College PE248, Riverside Community College KIN12, Santiago Canyon KIN111, as well as Barstow Community College and Irvine Valley offering Sport Psychology courses. We would like to link this course as a core course for the Coaching of Sport Certificate and to the Fitness and Sport Management Certificate that we are currently working on.

##### **MUS 211: Composition Workshop I**

(Arts & Cultural Programs)

Degree Applicable; (3 Units)

**Justification:** This class teaches processes and techniques of music composition to prepare students to successfully transfer to a four-year university as a composition major. This course will also work in tandem with the Music and Integrated Technology program teach music composition to students for the purpose of training for entry-level work as music composers for the Music Industry as well as film scoring, music for video games, and other forms of music for media.



## **MUS 212: Composition Workshop II**

(Arts & Cultural Programs)

Degree Applicable; (3 Units)

**Justification:** This class teaches intermediate-level processes and techniques while focusing on the preparation of a music composition portfolio to prepare students to successfully transfer to a four-year university as a composition major. This course will also work in tandem with the Music and Integrated Technology program to teach music composition to students for the purpose of training for work as music composers for the Music Industry as well as film scoring, music in video games, and other forms of music for media.

### **B. Course Prefix/Number Change**

The following courses have been recommended for a prefix/number change.

#### **AUTO 265: Fuel Cell Technology Fundamentals**

Number change to: AUTO 266

#### **PHTO 290: Medium and Large Format Photography**

Number change to: PHTO 230

### **C. Unit/Hour Change**

The following courses have been recommended for a unit/hour change to reflect an increase/decrease in course content.

#### **ARCH 125: Residential Architecture: Design & Construction**

**Units:** From: 3.0 To: 4.0

**Hours:** From: 36 Lecture/54 Lab

**To:** 54 Lecture/54 Lab

#### **AUTO 266: Fuel Cell Technology Fundamentals**

**Units:** From: 4.0 to 3.0

**Hours:** From: 54 Lecture/54 Lab

**To:** 45 Lecture/27 Lab

#### **CIV 140: Civil Engineering Fundamentals**

**Units:** From: 3.0 To: 4.0

**Hours:** From: 36 Lecture/54 Lab

**To:** 54 Lecture/54 Lab

#### **PHTO 230: Medium and Large Format Photography**

**Units:** From: 2.0 To: 3.0

**Hours:** From: 18 Lecture/54 Lab

**To:** 36 Lecture/72 Lab

### **D. Deletion from Curriculum**

The following courses have been recommended for deletion from our curriculum:

#### **ECON 106: Economics of Contemporary Issues**

### **E. New Programs**

The following certificates/degrees have been recommended for inclusion in our offerings and catalog:

#### **A.S. Degree – Music and Integrated Technology**

(Arts and Cultural Programs)

(30 Units)

**Description:** This Associate of Science degree is a 21st-century program designed to prepare students with entry-level music and technology skills needed to enter the professional workplace and/or pursue further study upon transfer to a baccalaureate degree-granting institution. This forward-thinking program will create pathways for success by generating opportunities for students to compose, arrange and produce music and artists in a variety of musical styles, with an emphasis in composing for video games, film scoring, sound design, electronic music, songwriting and arranging, studio recording, and live sound reinforcement. The program provides balanced coursework in music and music technology that teaches music to the technologist and technology to the musician.

#### **Certificate of Achievement – Biotechnology**

(Mathematics, Sciences, and Engineering)

(13 Units)

**Description:** This certificate of achievement comprises three foundational courses that give students background and practical experience in the techniques and applications of biotechnology in a contemporary laboratory setting. The certificate is also designed to be a springboard into a wide array of technical and theoretical fields in the natural sciences, including biology, medicine, pharmaceuticals, and agriculture.

#### **Certificate of Achievement – Finance**

(Business)

(17 Units)

**Description:** This Certificate of Achievement is for students who want to complete a course of study in financial services to gain the skills and knowledge needed to prepare them for entry-level finance positions in small and medium-sized businesses. It will provide students with basic accounting skills combined with training in financial planning and will serve as an excellent foundation for those choosing to take the National Association of Securities Dealers series 6 examinations. It consists of 17 units and can be completed in two semesters if a student is attending full time.

**Certificate of Achievement: - Introductory Electronic Music**

(Arts and Cultural Programs)

(17 Units)

**Description:** This certificate of achievement prepares students for entry-level work in the music industry, or for further study through the study of composing and producing electronic music. Students will learn aspects of production, composition, synthesis, sampling, effects processing, and workflow within a digital audio workstation (DAW), as well as the tools and techniques needed to create contemporary electronic music in a variety of styles.

**Certificate of Achievement: - Introductory Songwriting and Arranging**

(Arts and Cultural Programs)

(18 Units)

**Description:** This certificate of achievement prepares students for entry-level work in the music industry and introduces them to the process of songwriting and arranging. This course of study is designed for students who want to learn chord structure, form, rhythm, melody, harmony, and lyrics in a variety of contemporary and traditional styles. Students also record song demos and create lead sheets.

**Certificate of Achievement: - Live Sound Engineer**

(Arts and Cultural Programs)

(15 Units)

**Description:** This certificate of achievement prepares students for entry-level work through the study of live sound engineering. The certificate comprises courses that will prepare the student to become a live sound engineer through a course of study that includes the sound reinforcement system, the physics of sound, psychoacoustics, and audio measurements. The students will also learn the design types and uses of microphones, equalizers, mixers, signal process and effects, loudspeakers and crossovers, and power amplifiers.

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**J. ACTION ITEMS - PRESIDENT'S OFFICE**

**1. Approval of Board of Trustees Regular Meeting Dates for 2020**

The Board of Trustees approved the recommended Board of Trustees regular meeting dates for 2020.

**Motion by Vicky Santana, second by Rosaelva Lomeli.**

Norma E. Garcia requested that the District Plan ahead to complete business and plan on going dark for the month of July so the Board and staff may take vacation during this time. Gary Mendez objected and requested that the July agenda be light and continue operations.

**Vicky Santana made a friendly amendment to plan for going dark in July and call for a special Board meeting if needed.**

**Final Resolution: Motion Carries**

**Yea: Norma E. Garcia, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**

**Nay: Gary Mendez**

**Student Trustee Advisory Vote was yea.**

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**2. Annual Certification of Signatures Required by LACOE**

The Board of Trustees approved and executed the Certification of Signatures in support of the Annual District Organization meeting and authorized the Administration to process and file the appropriate documents on behalf of the District.

**Motion by Vicky Santana, second by Norma E. Garcia.**

**Oscar Valladares made a friendly amendment to remove the Interim Vice President of Finance and Business based on the end date of employee contract and add the Director of Accounting.**

Dr. Reyes requested that the VPFB is necessary due to the volume of documents requiring signatures including contracts, agreements and warrants on behalf of the District. The VPFS's interim status should not preclude him from the Certification of Signatures.

**Vicky Santana made a friendly amendment to leave the Interim VPFB and add the Director of Accounting.**

**Final Resolution: Motion Carries as amended to add the Director of Accounting**

**Yea: Gary Mendez, Norma E. Garcia, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**

**Student Trustee Advisory Vote was yea.**

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**3. Revision of Board Policy BP 2510, Participation in Local Decision Making (Second Reading and Final Adoption)**

That the Board of Trustees approve Board Policy 2510 - Participation in Local Decision Making for second reading and final adoption.

**Motion by Gary Mendez, second by Rosaelva Lomeli.**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Norma E. Garcia, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**

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**4. Draft Legislative Agenda for 2020**

That the Board of Trustees review and make recommendations/edits to the draft Legislative Agenda for 2020.

**Motion by Vicky Santana, second by Gary Mendez.**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Norma E Garcia, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**

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**K. ACTION ITEMS - FINANCE & BUSINESS**

**1. Annual Financial Audit Report - Fiscal Year 2018-2019**

Item moved out of order, see page five of minutes for action.

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**2. Annual Bond Audit Reports - Fiscal Year 2018-2019**

Item moved out of order, see page five of minutes for action.

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**L. INFORMATION ITEM(S)**

1. Retirement of College Procedures (4 Items) - CP 1000-College Attorney, CP 1007-Board Decision on Substantive Matters, CP 1015-Conflict of Interest, CP 1055-College Planning & Fiscal Management

2. Revision of AP 3250 Institutional Planning

3. Building Program Update (For Perusal)

4. Monthly Enrollment Report (For Perusal)

5. RFP No. 2075 Waste Disposal and Recycling Services

6. RFQ/RFP No. 2074 Legal Counsel - General Counsel

7. Board Conference Calendar 2020 (For Perusal)

8. Board Meeting Schedule 2019-2020 (For Perusal)

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**M. STAFF & BOARD REPORTS**

1. Academic Senate Minutes (For Perusal)

2. Staff Conference Reports (For Perusal)

3. RHCFA, Academic Senate and CSEA Oral Reports (3 minutes each)

4. Board of Trustees Communication & Professional Development Reporting (3 minutes each)

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**N. CLOSED SESSION**

Oscar Valladares recessed the meeting to closed session at 9:39PM. The meeting was reconvened at 9:59PM and the following action was reported out of closed session.

**1. Pursuant to Section 54957: PUBLIC EMPLOYEE EMPLOYMENT (2) - Full Time Nursing Instructor (Tenure Track) and Project Manager, Career Pathways Specialist (Categorically Funded)**

**Full Time Nursing Instructor (Tenure Track)**

No action taken on this item.

**Career Pathways Specialist (Categorically Funded)**

The Board of Trustees accepted the Superintendent/President's recommendation to employ Lisa Lewenberg as the Project Manager, Career Pathways Specialist

**Motion by Vicky Santana, second by Norma E. Garcia**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Norma E. Garcia, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**

**2. Pursuant to Section 54957: PUBLIC EMPLOYEE PERFORMANCE EVALUATION-Superintendent/President**

No action taken on this item.

**3. Pursuant to Section 54957: PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE**

No action taken on this item.

**4. Pursuant to Section 54956.9: CONFERENCE WITH LEGAL COUNSEL-Anticipated Litigation (1 Case)**

No action taken on this item.

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## **O. ADJOURNMENT**

1. Regular Board Meeting – Wednesday, January 15, 2020, 6:00 PM
2. Next Study Session – Wednesday, January 22, 2020, 6:00PM

### **3. Adjournment of Board Meeting**

The Board of Trustees adjourned the meeting at 10:01PM

**Motion by Vicky Santana, second by Rosaelva Lomeli**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Norma E. Garcia, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**



## Alpha List

Spring 2020, Winter Intersession

Nov 26, 2019

### Part-time

Department	Last	First	MI
ARTS & CULTURAL PROGRAMS	Accardo	Frank	S.
	Allred	Chloe	M.
	Dawson	David	S.
	Livingston	Jannine	G.
	Robertson	Carolyn	
	Wheeler	George	S
BEHAVIORAL AND SOCIAL SCIENCES	Baldovino	Harvey	V.
	Brutlag	Brian	T.
	Duran	Jose	J.
	Gonzalez	Hector	G.
	Green	Rebecca	Ann
	Madrigal	Ea	N.
	Ramos-Bernal	Natasha	M.
	Reed	Justin	A.
	Roberts	Kenitha	R.
	Romero Morales	Maria	R
	Sigala	Carol	Ann
	Sotelo	Francisco	L.
	Tircuit	Ivan	C.
	Wong	Billy	W
BIOLOGY	Isaac	Shirley	C
BUSINESS	Epstein	Edan	
	Rios	Rodolfo	
COMMUNICATIONS & LANGUAGES	Ameen	James	H.
	Bove	Gina	L
	Cadena	Alexander	J.
	Callinan	Thomas	M.
	Curington	William	M.
	Dejean	Alexandre	
	Fernandez	Juan	R
	Flores-Olson	Raquel	
	Garcia	Alonso	
	Hickey	Sparkle	L
	Koger	Michael	J.
	Lai	Wendy	S.
	Lew	Sandra	E.
	LoParo	Robert	S
	Markossian	Marina	
	McCrary	Roy	Kelly
	Nesheiwat	Abraham	
	Okamoto	Tyler	G.
	Roldan	Pablo	



## Alpha List

Spring 2020, Winter Intersession

Nov 26, 2019

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### Part-time

<b>Department</b>	<b>Last</b>	<b>First</b>	<b>MI</b>
COMMUNICATIONS & LANGUAGES	Ruiz	Karen	A.
	Saakyan	Murad	
	Sigala	Benjamin	
	Sloniger	Wells	C.
	Tovmasian	Grant	
	Velazquez	Ralph	G.
COUNSELING & STUDENT SUCCESS	Alvarado	Guadalupe	
	Rivera	Mary	E
	Thomas	Julius	B.
KINESIOLOGY, DANCE & ATHLETICS	Ayala	Armando	J
	Hinze	Michael	
	Johnson	Steve	Earl
MATHEMATICS	Archambault	Alan	Kalunahelu
	Berru-licon	Marissa	G
	Fung	Hank	K.
	Hsiao	Jupei	
	Littrell	Mark	
	Montiel	Gerson	E.
	Pitassi	Matthew	S.
	Ryan	Mutsuno	S.
	Wang	George	G.
PHYSICAL SCIENCE	Forrest	Michael	R.
	Mindes	Aimee	R.
	Rhee	Joseph	H.
PUBLIC SAFETY	Jaeggi	Scott	A.

**RIO HONDO COMMUNITY COLLEGE**  
DISTRICT

**CERTIFICATION OF SIGNATURES**

As clerk/secretary to the governing board of the above named district, I certify that the signatures shown below in Column 1 are the verified signatures of the members of the governing board, I certify that the signatures shown in Column 2 are the verified signatures of the person or persons authorized to sign notices of employment, contracts and orders drawn on the funds of the district. These certifications are made in accordance with the provisions of Education Code Sections:

**K-12 Districts:** 35143, 42632, and 42633

**Community College Districts:** 72000, 85232, and 85233

If persons authorized to sign orders as shown in Column 2 are unable to do so, the law requires the signatures of the majority of the governing board.

These approved signatures are valid for the period of: December 11, 2019 to December 8, 2020

In accordance with governing board approval dated December 11, 2019

Signature Arturo Reyes  
Clerk (Secretary) of the Board

Typed Name Dr. Arturo Reyes  
Clerk (Secretary) of the Board

**NOTE:** Please TYPE name under signature.

**Column 1**

Signatures of Members of the Governing Board

SIGNATURE	INITIALS
TYPED NAME	
Oscar Valladares	
PRESIDENT OF THE BOARD OF TRUSTEES/EDUCATION	
SIGNATURE	INITIALS
TYPED NAME	
Vicky Santana	
CLERK/SECRETARY OF THE BOARD OF TRUSTEES/EDUCATION	
SIGNATURE	INITIALS
TYPED NAME	
Rosaelva Lomeli	
MEMBER OF THE BOARD OF TRUSTEES/EDUCATION	
SIGNATURE	INITIALS
TYPED NAME	
Gary Mendez	
MEMBER OF THE BOARD OF TRUSTEES/EDUCATION	
SIGNATURE	INITIALS
TYPED NAME	
Norma E. Garcia	
MEMBER OF THE BOARD OF TRUSTEES/EDUCATION	
SIGNATURE	INITIALS
TYPED NAME	
MEMBER OF THE BOARD OF TRUSTEES/EDUCATION	
SIGNATURE	INITIALS
TYPED NAME	
MEMBER OF THE BOARD OF TRUSTEES/EDUCATION	
SIGNATURE	INITIALS
TYPED NAME	

If the Board has given special instructions for signing warrants or orders, please attach a copy of the resolution to this form.

**Column 2**

Signatures of Personnel and/or Members of Governing Board authorized to sign Orders for Salary or Commercial Payments, Notices of Employment, and Contracts:

SIGNATURE	INITIALS
TYPED NAME	
Dr. Arturo Reyes	
TITLE	
Superintendent/President	
SIGNATURE	INITIALS
TYPED NAME	
Dr. Laura Ramirez	
TITLE	
Vice President, Academic Affairs	
SIGNATURE	INITIALS
TYPED NAME	
Chris Hawken	
TITLE	
Interim Vice President, Finance & Business	
SIGNATURE	INITIALS
TYPED NAME	
Stephen Kibul	
TITLE	
Director of Accounting	
SIGNATURE	INITIALS
TYPED NAME	
TITLE	
SIGNATURE	INITIALS
TYPED NAME	
TITLE	

Number of Signatures required:

ORDERS FOR SALARY PAYMENTS	ORDERS FOR COMMERCIAL PAYMENTS
1	1
NOTICES OF EMPLOYMENT	CONTRACTS
1	1



## 2020 Legislative Agenda

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Rio Hondo College's 2020 Legislative Agenda includes the following goals and legislative priorities.

### LEGISLATIVE GOALS

1. **Secure state/federal resources that support the College's efforts to help all students achieve their educational goals.** Aligned with Board Priorities **1** (Budget), **7** (Financial Stability), and **8** (Fiscal Responsibility).
2. **Advocate for state/federal policies that improve College's effectiveness at helping all students achieve their educational goals.** Aligned with Board Priorities **3** (Career Technical Education) and **6** (Guided Pathways).
3. **Support state/federal bills that close the achievement gap among disproportionately impacted student populations.** Aligned with Board Priorities **2** (Culturally Relevant Instruction), **4** (Achievement Gap), and **5** (Transparency in Data).

### STATE LEGISLATIVE PRIORITIES

#### Financial Aid

- Rio Hondo College strongly supports ongoing efforts to increase the amount of financial aid available to community college students. Updates to the Cal Grant program are needed so Cal Grant funds could be spent on books, food, child care, housing, and transportation, which would complement the College's efforts to cover some of these non-tuition related expenses.

#### Extension of Baccalaureate

- Since Rio Hondo offers a B.S. in Automotive Technology that has enabled graduates to enter the workforce, the College urges a bill that would allow it to pursue additional baccalaureate programs in the near future to address the growing need for baccalaureate degrees.

#### Support for Students Experiencing Homelessness

- In light of the rising number of students who are housing insecure at Rio Hondo College (and across California), Rio Hondo supports any legislation that allocates resources to support initial efforts already implemented by our students, staff, and faculty on campus.

#### Expanding Enrollment Opportunities for Incarcerated Students

- Given Rio Hondo College's growing RISE program that provides resources for formerly incarcerated scholars, Rio Hondo encourages legislation that would facilitate expanded enrollment opportunities for formerly and currently incarcerated students.

#### New Funding Formula

- Rio Hondo College strives to be involved in the ongoing discussions regarding the best way to implement the new student-centered funding formula. The College continues to encourage the use of a "hold harmless" time period to adjust to the new formula.







RIO HONDO COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES  
Regular Meeting  
March 11, 2020, 6:00 PM, Board Room  
MINUTES

\*Minutes Generated from Boarddocs\*

**1. OPENING ITEMS**

**A. Call to Order (6:00 PM)**

Oscar Valladares (presiding) called the meeting order 6:03PM.

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**B. Pledge of Allegiance**

Mark Yokoyama led the pledge of allegiance.

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**C. Roll Call**

**Members Present:**

Oscar Valladares, President (Presiding)  
Rosaelva Lomeli, Vice-President  
Vicky Santana, Clerk  
Norma E. Garcia, Member  
Lina Campillo, Student Trustee

**Members Absent:**

Gary Mendez was reported absent.

**Staff Members:**

Dr. Arturo Reyes, Superintendent/President  
Dr. Laura Ramirez, Vice President, Academic Affairs  
Henry Gee, Vice President, Student Services  
Chris Hawken, Interim Vice President, Finance and Business  
Dr. Kevin Smith, President, Academic Senate  
Rudy Rios, President, RHCFA  
Sandra Hernandez, President, CSEA  
Christina Almanza, President, ASRHC  
Reneé Gallegos, Recorder

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**B. COMMENDATIONS – ITEM MOVED OUT OF ORDER**

**B.1. Recognition of Tenured Faculty**

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Oscar Valladares recessed at 6:15PM or a 10-minute break. The meeting was reconvened at 6:28PM.

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**B. COMMENDATIONS – ITEM MOVED OUT OF ORDER**

**B.1. Classified Retirement – Hector Villa, Custodial Services**

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**D. Open Communication for Public Comment- ITEM MOVED OUT OF ORDER**

Juana Mora shared a statement regarding COVID-19 and the District's response.

Dr. Smith and Rudy Rios made comments regarding the March 15<sup>th</sup> Notices and how that impacts morale.

Carlos Villegas from Fagen Friedman and FullFrost provided a statement regarding the Board's selection of general counsel.

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**4. Approval of Minutes-2/19/20**

The Board of Trustees approved the Minutes of 2/19/20 as presented.

Motion by Norma E Garcia, second by Rosaelva Lomeli

Final Resolution: Motion Carries

Yea: Norma E Garcia, Oscar Valladares, Rosaelva Lomeli, Vicky Santana

Student Trustee Advisory: Yea

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**5. Approval of Minutes-2/22/20**

The Board of Trustees approved the Minutes of 2/22/20 as presented.

Motion by Lina Campillo, second by Rosaelva Lomeli

Final Resolution: Motion Carries

#### **6. Approval of Minutes-2/26/20**

The Board of Trustees approved the Minutes of 2/26/20 as presented.

Motion by Lina Campillo, second by Norma E Garcia

Final Resolution: Motion Carries

Yea: Norma E Garcia, Oscar Valladares, Rosaelva Lomeli, Vicky Santana

Student Trustee Advisory: Yea

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#### **C. CONSTRUCTION UPDATE**

Jerry Quemada provided an update on the Construction projects. He reported that LA County is now requesting additional funds to review our documents and drawings.

Norma E Garcia reported for the record, that she would like to have a study session where the Board can understand the change orders, requests for additional services and original scope of work for each project. The Board needs to understand the following;

1. The destiny of each project from start to anticipate end and what the original costs were vs. projected cost now
  2. What the scope of work was and what additional work needs to be done.
  3. Provide clarity on the numerous change orders that have been approved and she hesitates to move forward when she does not have a clear picture. Is it cost escalation? These are all the requirements for building and safety so why the additional requests?
- 

#### **D. RECESS for 10-MINUTE BREAK**

Oscar Valladares recessed the meeting at 7:29PM for a 10-minute break. The meeting was reconvened at 7:40PM.

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#### **E. PRESENTATIONS**

1. 18/19 Sabbatical Leave Report - Patricia Luna, Health Science & Nursing
  2. Presentation on Budget & Budget Assumptions - Chris Hawken, Interim Vice President of Finance & Business
- 

#### **F. CONSENT ITEMS - FINANCE & BUSINESS**

##### **F.1. General Consent Items**

(Requires one vote by the Board of Trustees) on All Consent Agenda Items - Norma E Garcia pulled item **F.7. Additional Architectural Service Fees for "L" Tower Seismic Upgrade Project-Westberg White** for separate action. Student Trustee Lina Campillo seconded the motion.

Motion by Rosaelva Lomeli, second by Rosaelva Lomeli.

Final Resolution: Motion Carries

Yea: Norma E Garcia, Oscar Valladares, Rosaelva Lomeli, Vicky Santana

Student Trustee Advisory: Yea

##### **F.2. Finance & Business Reports - Purchase Order Report**

The Board of Trustees approved the Consent Agenda item as presented.

##### **F.3. Finance & Business Reports – Payroll Warrant Report**

The Board of Trustees approved the Payroll Warrant Report for the month of February, 2020.

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##### **F.4. Authorization for Out of State Travel and Conferences**

The Board of Trustees approved Board and staff members to attend the following meetings and educational conferences as listed below;

Julius B. Thomas to attend the NEA Leadership Conference, March 11-15, 2020 in Orlando, FL.

Wendy Huang-Jimenez to attend the NSNA Conference, the Most Magical Profession on Earth, April 15-19, 2020 in Orlando, FL.

Jeannie Liu to attend the Teachers of Accounting at 2 Year Colleges 2020 Conference, May 14-May 17, 2020 in Portland, OR.

Steve Tomory to attend the Equipment & Engine Training Council 24<sup>th</sup> Annual Conference, March 31-April 4, 2020, in Green Bay, WI.

Marius Dornean to attend the Associated Equipment Distributors 2020 Instructors Conference, June 2-June 6, 2020, in Williamsport, PA.

##### **F.5. CCFS-311Q Quarterly Report**

The Board of Trustees approved Quarterly Financial Status Report CCFS-311 Q period ending December 31, 2019

##### **F.6. Architectural Services to Process Construction Change Directive #04 - Ramp Replacement Documents for Pico Rivera Education Center - Westberg White Architecture**

The Board of Trustees approved the Proposal from Westberg White Architects in the amount of \$4,500.00 to be paid from Bond Funds and authorized the Administration to execute appropriate documents on behalf of the District.

##### **F.7. Additional Architectural Service Fees for "L" Tower Seismic Upgrade Project -- Westberg White Architecture - this item will be agendized and discussed at the Board Study Session ON March 18, 2020.**

This item was pulled from the consent agenda for separate action.

##### **F.8. Award Bid No. 2076 – Phase 1 Campuswide Exterior Painting Project – Tony Painting**

**Resolution: That the Board of Trustees approve the Award of Bid No. 2076 to Tony Painting to be paid from Scheduled Maintenance Funds and authorize Administration to execute the appropriate documents on behalf of the District.**

The Board of Trustees approved the award of Bid No. 2076 to Tony Painting to be paid from Scheduled Maintenance Funds and authorized the Administration to execute the appropriate documents on behalf of the District.

**F.9. Approve Agreement: Campuswide Assessment and Update of Duplicating and Printing Needs and Technology - Client Advantage Group LLC**

The Board of Trustees approved the Agreement with Client Advantage Group LLC and authorize the Administration to the appropriate documents on behalf of the District.

**F.10. Resolution No. 031120 Declaration of Membership of Rio Hondo College with Statewide Association of Community Colleges (SWACC) Joint Powers Authority (JPA)**

The Board of Trustees approved Resolution No. 031120 declaring membership of Rio Hondo College in SWACC JPA and authorized the Administration to execute the appropriate documents on behalf of the District.

**F.11. Approval of Proposal from Unifirst Company for Maintenance & Operations Uniforms**

**Resolution:**

The Board of Trustees approved the Proposal from Unifirst company in the weekly amount of \$178.44 (total cost is \$9,728.88) from General Funds, and authorized the Administration to execute the appropriate documents on behalf of the District. State pre-negotiated Sourcwell contract pricing.

**F.12. Consultants**

The Board of Trustees approved the Consultants Consent Agenda item as presented.

- a.) Integrated Academic Solutions, LLC (Diane White) - The Board of Trustees approved Agreement with Consultant on January 22, 2020, with amount of \$20,000. This is a request to add \$3,000 to cover travel expenses. Dates of service: January 23, 2020 - May 31, 2020. Cost not to exceed \$3,000 for travel expenses.
- b.) Frank Harris III - Facilitate 1 day of the Rio Teaching and Learning Institute for adjunct and new instructors. Participants will learn about culturally responsive teaching as a pedagogy and practice. Dates of service: April 24, 2020. Cost not to exceed \$2,700 from the Student Equity Carry Over fund.
- c.) Mariza Guadalupe Ocampo - Consultant was board approved on 9/11/2019 with contract amount of \$440.00. Consultant to teach classes during the 2020 summer session. Dates of service: April 2020 to August 30, 2020. Cost not to exceed \$2,200 from the Continuing Education fund.
- d.) Miguel Powers - "Promoting Growth Mindset, Meta-cognition, and Intelligent Practices" workshop: This interactive professional learning session promotes learning mindsets and meta-cognition. The session presents research-based, concrete practices for students and staff, developed over several years collaborating with over a thousand faculty from over forty colleges focused on improving student learning, increasing student success, and help address equity gaps. Dates of service: May 1, 2020. Cost not to exceed \$2000 from the Title V Grant fund.
- e.) Jennifer Wijnker - Consultant Wijnker was board approved on 9/11/2019 with contract amount of \$20,000. This request to increase the contract amount by \$5,000 is due to an increase in the scope of work. Dates of service: September 12, 2019 - June 30, 2020. Cost not to exceed \$25,000 from the Career Pathways Specialists fund.
- f.) On Course, Inc. - This workshop is designed to explore the synergy between the growing body of research on brain-based learning approaches and the On Course principles of learner centered teaching and student empowerment. Dates of service: May 27, 2020 to May 28, 2020. Cost not to exceed \$8,100 from the Basic Skills Initiative fund.
- g.) CCLC League On Call - CCLC provided a consultant to work with the Board on roles and responsibility, the Board and CEO relationship. Dates of service: Feb 26, 2020. Cost: \$2,443.75 contract in addition to travel - not to exceed \$1,000.00.
- h.) Ex Libris (USA) Inc. - Onsite training services provided by Ex Libris trainer. Training for faculty and staff on new library platform. Dates of service: March 16 - April 10, 2020. Cost not to exceed \$7,000.00 (includes travel/expenses) from the Library Consultant Budget Fund.
- i.) Deanna Cherry - Was previously Board approved at the January 22, 2020 Board meeting; contract needs to be extended. Consultant will facilitate one (1) workshop for up to two (2) departments or up to 30 faculty from various departments selected by the campus to provide an overview of how to use department and course level data to make plans to shift classroom cultures in order to close equity gaps in course completion. Dates of service: January 24 - June 30, 2020 (previously Board approved for FLEX Day (1/24/2020) only). Cost not to exceed \$7,000.00 from the Guided Pathways Consultants Budget (only extending dates - no additional funds).

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**G. CONSENT ITEMS - ACADEMIC AFFAIRS**

**G.1. Curriculum Items**

The Board of Trustees approved the curriculum items as listed.

The following items have been processed according to college policy for the development of curricula, which includes review and approval, by the District Curriculum Committee

**A. Unit/Hour Change:**

The following courses have been recommended for a unit/hour change to reflect an increase/decrease in course content.

**GIS 222: GIS for Civil Engineering and Public Works**

**Unit Change: From:** 3.0 units to 4.0 units

**Hour Change: From:** 54 Lecture/36 Lab hours

**To:** 54 Lecture/54 Lab hours

**PAC 040: Basic Police Recruit Class**

**Unit Change: From:** 24.0 To: 46.0

**Hours Change: From:** 772 Lecture/163 Lab hours

**To:** 774 Lecture/162 Lab hours

**WFT 077: Wildland Fire Academy**

**Hours Change: From:** 190 Lecture/297 Lab hours

**To:** 189 Lecture/297 Lab hours

**B. New Programs**

The following certificates/degrees have been recommended for inclusion in our offerings and catalog:

### **Certificate of Achievement – Advanced Electronic Music**

(Arts and Cultural Programs)

(18 Units)

**Description:** This Certificate of Achievement prepares students for work in the music industry and for further study (transfer) by composing and producing electronic music in analog and digital formats. Students will learn aspects of advanced synthesis techniques, advanced modulation, and linear and non-linear compositional processes. Emphasis will be placed on workflow within a digital audio workstation (DAW) and modular synthesizers, as well as the necessary tools and techniques needed to create contemporary electronic music in a variety of styles.

### **Certificate of Achievement – Advanced Songwriting and Arranging**

(Arts and Cultural Programs)

(17 Units)

**Description:** This certificate is focused on intermediate and advanced approaches to songwriting and arranging. Through a course of study, students find their professional voice in order to create original, commercially-viable songs. The culmination of this certificate requires a professional portfolio as the final project.

### **Certificate of Achievement – Advanced Sound Design**

(Arts and Cultural Programs)

(13 Units)

**Description:** This certificate of achievement is for students who are interested in learning intermediate and advanced elements of sound design. This course of study will focus on how to design, create, and program sound events and objects successfully in a surround environment in the service of various music and media industries (e.g., the music, television/film, and video game industries). Emphasis is placed on building technical skills and interpersonal skills required for entry-level work in various collaborative situations.

### **Certificate of Achievement: Heavy Equipment Maintenance Technician**

(Career and Technical Education)

(16 to 19 Units)

**Description:** The courses required in this certificate compile a comprehensive list of job-related skills needed to acquire heavy equipment maintenance skills. The skills obtained during class will prepare an individual for entry-level employment as a heavy equipment maintenance technician or other positions within a heavy equipment repair facility.

### **Certificate of Achievement – Introductory Sound Design**

(Arts and Cultural Programs)

(15 Units)

**Description:** This certificate of achievement is for students interested in learning the basics of sound design. This course of study introduces the physics of sound and how to manipulate, modulate, and record sound successfully in the service of various music and media industries (e.g., the music, television/film, and video game industries). Emphasis is placed on building technical skills and interpersonal skills required for various collaborative situations.

### **Certificate of Achievement – Music Composition**

(Arts and Cultural Programs)

(18 Units)

**Description:** This certificate of achievement provides a focused course of study for students who want to learn the processes and techniques of composing. Emphasis is placed on preparing a music composition portfolio that can be used to prepare for further study at a baccalaureate-granting institution. This course of study also works in tandem with Music and Integrated Technology program to teach music composition to students for the purpose of training to work as composers in the music, television/film, video game, and other media industries.

### **Certificate of Achievement – Music Production**

(Arts and Cultural Programs)

(21 Units)

**Description:** This certificate of achievement is for students who want to learn about the process of making successful recordings. Emphasis is placed on the interpersonal skills required to interact with other musicians, songwriters, and engineers; as well as the technical skills required to make professional decisions while leading a production team. A production portfolio is part of the capstone class and a requirement for completion of the certificate.

### **Certificate of Achievement – Recording Engineer**

(Arts and Cultural Programs)

(18 Units)

**Description:** This certificate of achievement teaches students proper and creative recording and audio editing techniques in a hands-on learning environment. This certificate prepares students for entry-level work in the music and media industries.

### **C. Program Changes**

The following program has been recommended for inclusion in our offerings and catalog with the following changes:

#### **A.S. Degree – Alternative Fuels and Advanced Transportation Technology**

**Unit Change: From: 32 To: 27**

#### **G.2. Approve Participation Agreement: Strong Workforce Program - Regional Share Allocation Year 19/20 Projects (Program: Career and Technical Education, Area: Academic Affairs)**

The Board of Trustees approved the participation agreement and authorized the Administration to sign the appropriate documents on behalf of the District.

#### **G.3. Approve Amendment 1 to Agreement: Digital Arts & Creative Sciences Programs - Black Rocket Productions, LLC, (Program: Continuing Ed./Community Services, Area: Academic Affairs)**

The Board of Trustees approved Amendment 1 to the participation agreement with BlackRocket and authorized the Administration to sign the appropriate documents on behalf of the District.

#### **G.4. Memorandum of Understanding (MOU) between California HOSA and Rio Hondo College Cal-HOSA Mental Wellness Institute for Educators Workshop (Program: Career and Technical Education, Area: Academic Affairs)**

The Board of Trustees approved the MOU with Cal-HOSA as presented and authorized the Administration to execute the appropriate documents on behalf of the District.

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### **H. CONSENT ITEMS - STUDENT SERVICES**

**H.1. Memorandum of Understanding (MOU) between Central American Resource Center and Rio Hondo College: Immigration Legal Services (Program: Student Success & Dream Center; Area: Student Services)**

The Board of Trustees approved the MOU with Central American Resource Center (CARECEN) as presented and authorized Administration to execute the appropriate documents on behalf of the District.

**H.2. Memorandum of Understanding (MOU) between Anxiety Resources for Campus Health (ARCH) Program of the Asian Pacific Islanders with Disabilities of California's Anxiety Resources for Campus Health (APIDC) and Rio Hondo College (Program: Student Health & Psychological Services, Area: Student Services)**

The Board of Trustees approved the MOU with ARCH as presented and authorized the Administration to execute the appropriate documents on behalf of the District.

**H.3. Approve Addendum to Agreement: Portal Access for CliftonStrengths - Gallup, Inc. (Center for Career & Re-Entry Services, Area: Student Services)**

The Board of Trustees approved the addendum with Gallup, Inc. as presented and authorized Administration to execute the appropriate documents on behalf of the District.

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**I. CONSENT ITEMS - HUMAN RESOURCES (PERSONNEL)**

**I.1. Academic**

The Board of Trustees approved the consent items - Human Resources as outlined.

**a.) SPECIAL ASSIGNMENTS, 2019-2020**

The following faculty will be paid a \$400 stipend per student mentored (up to a maximum of \$800 for two students), paid out of Strong Workforce Regional Allocation funding, upon successful completion of the STEM-CTE Teach mentor program. Instructors on this list may participate in Spring 2020 and Fall 2020.

FRALA, John - Career and Technical Education  
HUGHES, Sean - Career and Technical Education

The following faculty will be paid a stipend, not to exceed \$1,000, paid out of Title 5 grant, for creating a teaching portfolio of an innovative First-Year-Seminar (FYS) course constructed under grant to promote student focus and direction in pursuing an academic discipline area. The stipend assignment will also include planning and collaboration on FYS course revision strategies in order to fulfill criterion for additional transferability for UC-elective credit.

HOLBROOK, Veronica - Mathematics, Sciences and Engineering  
KOGER, Michael - Communications and Languages  
LYNCH, Sheila - Arts and Cultural Programs  
MADRIGAL, Ea - Behavioral and Social Sciences  
PIERSON, Kenn - Communications and Languages  
RIFINO-JUAREZ, Melissa - Behavioral and Social Sciences  
RIOS, Rodolfo – Business  
SCHLEICHER, Matthew - Arts and Cultural Programs

The following faculty will receive a stipend, not to exceed \$150, paid out of either Strong Workforce Grant or Staff Development funds, for participating in a Canvas Accessibility Training (\$75) and/or a PDF Accessibility Training (\$75).

**CTE STRONG Grant**

ALCALA, Christina - Kinesiology, Dance and Athletics  
ARAZI, Dana- Communications and Languages  
ESKO, Teddi - Kinesiology, Dance and Athletics  
GARDOS, Alex - Arts and Cultural Programs  
PFEIFFER, Jill - Behavioral and Social Sciences  
SENK, Jodi - Kinesiology, Dance and Athletics

**Staff Development**

BECK, Karen - Behavioral and Social Sciences  
ECKSTROM, Marie - Communications and Languages  
HO, Hsing - Communications and Languages  
KIM, Hyun Hee - Mathematics, Sciences and Engineering

The following faculty will be paid a stipend, not to exceed \$500, paid out of Student Equity, for participating in the Rio Teaching and Learning Institute. The stipend includes the participation in three gatherings on Culturally Responsive Teaching and Practices.

BASE, Melissa - Communications and Languages  
BOVE, Gina - Communications and Languages  
CHANDRA, Melissa - Mathematics, Sciences and Engineering  
DEJEAN, Alex - Communications and Languages  
GUTIERREZ, Jesus - Mathematics, Sciences and Engineering  
HOLBROOK, Veronica - Mathematics, Sciences and Engineering  
HERNANDEZ-SAUL, Cynthia - Mathematics, Sciences and Engineering  
JENSEN, Zachary - Communications and Languages  
NESHEIWAT, Abraham - Communications and Languages  
O'BRIEN, Katie – Counseling  
PEREZ VILLANUEVA, Norma - Communications and Languages  
PFEIFFER, Jill - Behavioral and Social Science  
RODRIGUEZ, Jasmine - Communications and Languages  
SERAFIN, Monica - Behavioral and Social Science

SIGALA, Carol - Behavioral and Social Sciences  
SPIELER-PERSAD, Gisela - Mathematics, Sciences and Engineering  
TORRES, Ybonne - Behavioral and Social Science  
VALDIVIA, Irma - Behavioral and Social Science  
WOUDENBERG, Mary Kay - Communications and Languages

The following adjunct faculty will receive a stipend not to exceed \$400 paid out of the Communications & Languages budget for participation in faculty-led professional development meetings on AB 705 and equity-minded instructional practices. The meetings will occur between March 16, 2020 and May 21, 2020.

ACOSTA-MATA, Aileen - Communications and Languages  
AGACER, Adrian - Communications and Languages  
ARRONA, Martha - Communications and Languages  
CADENA, Alex - Communications and Languages  
CIAVARELLA, Catherine - Communications and Languages  
DEJEAN, Alex – Communications and Languages  
HUGHES, Patricia - Communications and Languages  
JENSEN, Zachary - Communications and Languages  
KLAGER, Katherine - Communications and Languages  
KOEHLER, Claire - Communications and Languages  
LOZANO, Andrea – Communications and Languages  
MARAVILLA, Rudith - Communications and Languages  
MCCRORY, Roy – Communications and Languages  
OLIVAS, Sally - Communications and Languages  
ORR, Alyesse - Communications and Languages  
ORTIZ, Samuel - Communications and Languages  
PEREZ-VILLANUEVA, Norma - Communications and Languages  
REGALADO, Anna – Communications and Languages  
RODRIGUEZ, Jasmine - Communications and Languages  
SCHAFFNER, Kris – Communications and Languages  
WOUDENBERG, Mary Kay – Communications and Languages

The following faculty will receive a stipend in the amount of \$836.35 paid from the Business division budget for work done during Spring 2020 to prepare extensive paperwork to qualify ACCT 105 for California Tax Education Council (CTEC) re-certification.

MOLINA, David - Business

The following faculty will receive a stipend in the amount of \$1,800 to assist in planning summer noncredit math programs to support students from East Whittier City School District (EWCSDD) and El Monte City School District (EMCSD). These instructors will participate in hiring noncredit math instructors, facilitate meetings with EWCSDD and EMCSD math instructors, advise on lesson plans, create course rubrics for grading, and assist in creating learning outcomes. Service dates are between April 1 – July 30, 2020.

PITASSI, Matthew - Mathematics, Sciences and Engineering

#### **b.) PART-TIME, Spring 2020**

##### Arts and Cultural Programs

GUEVARA, Esperanza

##### Business

WRIGHT Jr., Cassie

##### Health Science and Nursing

MCKNIGHT, Torrey

##### Math, Sciences and Engineering

GUDDISAA, Muleta

KELLER, Justin

##### Student Success

RAMIREZ-HOLLINGSHEAD, Lisa

#### **c.) ORDER OF EMPLOYMENT**

Per Education Code 87413, et. seq., the following is the updated Order of Employment List. Full time faculty members employed during mid-semester of Fall 2019 and Spring 2020 have been added.

[\(see attached\) Click here](#)

#### **d.) ACADEMIC RANK**

The Academic Rank Committee of the Academic Senate has met and reviewed faculty applications for Advancement in Academic Rank. The applications for Advancement in Academic Rank are in compliance with the Board Policy 4245 - Academic Rank and have been verified by staff in the Office of Human Resources:

##### Professor

ANDERSON, Kenneth - Communications and Languages  
DIXON, Scott - Behavioral and Social Sciences  
GOTTLIEB, Karen D. - Health Sciences and Nursing  
KARMIRYAN, Ruzanna - Behavioral and Social Sciences  
LINDY, David - Career and Technical Education  
MORA, Juana - Behavioral and Social Sciences  
VALDIVIA, Irma - Behavioral and Social Sciences

Associate Professor

ARROYO, Jose - Disabled Students Programs and Services  
CHAUNDRY, Amtul Mujeeb - Mathematics, Sciences and Engineering  
GARDOS, Alexander - Arts and Cultural Programs  
HUGHES, Sean M. - Career and Technical Education  
TRUONG, Irene – Library  
VALLADARES, Diana - Counseling

Assistant Professor

SMITH CANDIDA, Celestine - Communications and Languages  
IRWIN, Erin - Mathematics, Sciences and Engineering  
FLORES, Julio Rene – Counseling  
LARA, Jose Alfonso – Counseling  
MUIR, Russell - Kinesiology, Dance and Athletics  
RAMIREZ, Claudia - Mathematics, Sciences and Engineering  
RAMIREZ, Elizabeth – Counseling  
ROMERO-MORALES, Maria - Behavioral and Social Sciences

Assistant Professor (Continued)

RYAN, Mutsuno - Mathematics, Sciences and Engineering  
SMITH, Stephen - Kinesiology, Dance and Athletics  
STEVENS-GANDARA, Erin Miyo - Arts and Cultural Programs  
VACA, Christian - Mathematics, Sciences and Engineering  
VILLANUEVA, Viviana – Counseling  
WAUGH, Christine - Counseling

**e. MARCH 15th Notices**

The following academic staff were hired with designated categorical funds. In accordance with Ed Code 8160, the following categorically funded faculty counselors will receive a March 15th notice due to lack of funds:

ALVARADO, Delmis, Counseling  
HENDERSON, Edward, Student Success/Dream Center  
LAMPERT, Katherine, DSPS  
MORALES, Judy, Career and Technical Education  
ROMO, Claudia, CTE/Strong Workforce  
SAENZ, Marisela, Guardian Scholars  
SILVA, Diego, CalWORK's

**1.2. Classified**

**a.) EMPLOYMENT, 2019-2020**

GARCIA, Raymond, Assistant Range Master, 45%, 12 months, Public Safety, effective February 19, 2020.  
MACAPAGAL, Christin, Instructional Lab Technician - Biology, 100%, 12 months, Math, Sciences, & Engineering, effective March 2, 2020.  
MANALO, Barry, Locksmith, 100%, 12 months, Facilities Services, effective February 3, 2020.  
VALLE, Felix, Fire Academy Training and Operations Specialist, 100%, 12 months, Public Safety, effective February 3, 2020.

The following employees are being hired in the designated capacity with dedicated funding through June 30, 2020. If continued funding should not be available, 60-day notice shall be served:

LOPEZ, Marialuisa, Child Development Teacher, 37.5%, 11.5 months, Child Development Center, effective February 5, 2020.  
MIRANDA, Zabrina, Child Development Center Teachers Aide, 37.5%, 11.5 months, Child Development Center, effective February 10, 2020.  
PENA, Mirella, Child Development Center Teachers Aide, 37.5%, 11.5 months, Child Development Center, effective February 18, 2020.

Transfer

AVILA, Elizabeth, from Scheduling Technician - Continuing Education, 100%, 12 months, Continuing Education to Scheduling Technician - Continuing Education, 100%, 12 months, Instructional Operations, effective March 2, 2020.

**b.) RESIGNATIONS**

BLAKE, Gillian, Clerk Typist III, 47.5%, 12 months, DSPS, effective February 20, 2020.  
DELGADO, Anthony, Research Specialist, 100%, 12 months, Institutional Research and Planning, effective February 6, 2020.  
VALLARTA, Veronica, Evaluations Technician, 100%, 12 months, Admissions and Records, effective February 7, 2020.

**c.) RETIREMENT**

VILLA, Hector, Custodian, 100%, 12 months, Custodial, effective February 28, 2020.

**1.3. Unrepresented (AP 7130), 2019-2020**

**a.) EMPLOYMENT, 2019-2020**



## Communications and Languages

### Tutor II

BELTRAN, Erick  
GARIBAY, Victor  
MEAS, Catherosette  
MEDINA, Enrique  
ROCHA, Dolores  
ROJAS, Emmanuel

### Continuing Education

#### ESL Instructor

Magallanes, Louis

#### Lecturer

SANCHEZ, Raul

### Math, Science and Engineering

#### Tutor II

ARANKI, Burkan  
ESQUIVEL, Albert  
REYES-GONZALEZ, Christopher

### Student Affairs

#### Tutor II

MENDOZA, Albert

### Student Success

#### Student Success Coach

AGUILAR GARCIA, Veronica  
ESPINOZA, Anthony

### Student Success and Retention

#### Tutor II

APPEL, Daniel  
BELTRAN, Erick  
JIMENEZ, Jocelyn  
RIVERA, Caitlin  
ROCHA, Dolores  
RODRIGUEZ, Valloria  
WEI, Alexa

### Students, 2019-2020

CARRIOZA, Maria Tina  
DE LUNA, Emily  
JIMENEZ, Jocelyn  
Lilia, Angel  
LO, Maggie  
MACIAS, Melissa  
MORALES, Emily  
PAGAN, Berenice  
RAMOS, Ryan  
RECINOS, Enrique  
RICO, Ruby  
SANDOVAL, Julian  
TOPETE, Yasmin  
TORRES GARCIA, Jaime  
TRUONG, Thien

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## **J. ACTION ITEMS - PRESIDENT'S OFFICE**

### **J.1. Selection and Approval of General Counsel for Board Governance Matters**

Norma E Garcia recommended that Atkinson, Andelson, Loya, Ruud and Romo be selected as General Counsel, that the Board of Trustees select and approve General Counsel for Board Governance matters.

Motion by Norma E Garcia, second by Vicky Santana.

Final Resolution: Motion Fails

Yea: Norma E Garcia, Vicky Santana

Nay: Oscar Valladares, Rosaelva Lomeli

Student Trustee Advisory: Yea

Norma E Garcia recommended that the firm of Fagan, Freidman and Fulfroost (F3) be selected as General Counsel, that the Board of Trustees select and approve General Counsel for Board Governance matters.

Motion by Norma E Garcia, second by Vicky Santana.

Final Resolution: Motion Fails

Yea: Norma E Garcia, Vicky Santana

Nay: Oscar Valladares, Rosaelva Lomeli

Student Trustee Advisory: Yea

Vicky Santana recommended that the Board of Trustees table this item indefinitely regarding approval of General Counsel for Board Governance matters.

Motion by Vicky Santana, second by Norma E Garcia.

Final Resolution: Motion Fails

Yea: Norma E Garcia, Vicky Santana

Nay: Oscar Valladares, Rosaelva Lomeli

Student Trustee Advisory: Yea

After the vote Vicky Santana stated that this item dies after voting unsuccessfully on this item three times and declared the Board is at a stalemate. There were no objections.

#### **J.2. BP 3530: Prohibition of Weapons (First Reading)**

The Board of Trustees reviewed BP 3530 Prohibition of Weapons for first reading.

Motion by Oscar Valladares, second by Rosaelva Lomeli.

Final Resolution: Motion Carries

Yea: Norma E Garcia, Oscar Valladares, Rosaelva Lomeli, Vicky Santana

Student Trustee Advisory: Yea

#### **J.3. BP 7130: Compensation (First Reading)**

The Board of Trustees reviewed BP 7130 Compensation for first reading.

Motion by Vicky Santana, second by Rosaelva Lomeli.

Final Resolution: Motion Carries

Yea: Norma E Garcia, Oscar Valladares, Rosaelva Lomeli, Vicky Santana

Student Trustee Advisory: Yea

#### **J.4. Approval of the 2020 Fellows of the College**

The Board of Trustees approved the recommendation of the Committee comprising of the Superintendent/President, Board President, ASRHC President and the President of the Academic Senate to designate Dr. Lynette Nyaggah and Tracy Rickman as the recipients of the 2020 Fellows of the College.

Motion by Vicky Santana, second by Rosaelva Lomeli.

Final Resolution: Motion Carries

Yea: Norma E Garcia, Oscar Valladares, Rosaelva Lomeli, Vicky Santana

Student Trustee Advisory: Yea

Dr. Reyes reported that the Board Policy 1500 Special Rio Hondo Awards should be revised in the near future to add one classified representative to the committee to have an odd number to break any ties in the future.

#### **J.5. Consideration of moving the Regular Board Meeting in April**

This item was withdrawn by Oscar Valladares.

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### **K. ACTION ITEMS - FINANCE & BUSINESS**

#### **K.1. Ratification of Additional Architectural Services for Redesign of Shade Canopy and Additional Shade Canopies - Rio Plaza - Westberg White Architecture**

Norma E Garcia reported for the record that she cannot support this item when the supporting documentation does not provide a clear explanation for the amount being requested. There needs to be a focused study session on Construction projects, change orders and scope of work for projects.

Recommendation: That the Board of Trustees ratify the Proposal from Westberg White Architects in the amount of \$235,900.00 to be paid from Bond Funds and authorize the Administration to execute appropriate documents on behalf of the District.

Motion by Norma E Garcia, second by Rosaelva Lomeli.

Final Resolution: Motion Fails

Nay: Norma E Garcia, Oscar Valladares, Rosaelva Lomeli, Vicky Santana

Student Trustee Advisory: Yea

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#### **K.2. Approval of Division of the State Architect (DSA) Close Out Proposal by Flewelling & Moody**

The Board of Trustees approved the proposal from Flewelling & Moody consultants to perform the DSA Closeout and Certification Assistance for various construction projects, at an amount not to exceed \$25,000 from Bond Funds, and authorized the Administration to execute appropriate documents on behalf of the District. Student Trustee Lina Campillo seconded the motion.

Motion by Norma E Garcia, second by Lina Campillo.

Final Resolution: Motion Carries

Yea: Norma E Garcia, Oscar Valladares, Rosaelva Lomeli, Vicky Santana

Student Trustee Advisory: Yea

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#### **K.3. Approval of Full-Time Faculty Obligation Number (FON) Penalty: Fall 2019**

The Board of Trustees approved the payment of FON penalty for Fall 2019 of \$465,450 from the general fund to the State Chancellor's Office. Student Trustee Lina Campillo seconded the motion.

Motion by Vicky Santana, second by Lina Campillo.

Final Resolution: Motion Carries

Yea: Norma E Garcia, Oscar Valladares, Rosaelva Lomeli, Vicky Santana

Student Trustee Advisory: Yea

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### **4. Approval of Recovery Select Educational Computer Systems Incorporated (ECSI) Agreement - Student Debt, Recovery and Retention**

The Board of Trustees approved the agreement with ECSI for student debt, recovery and retention and authorized the Administration to execute appropriate documents on behalf of the District.

Motion by Rosaelva Lomeli, second by Vicky Santana.

Final Resolution: Motion Carries

Yea: Norma E Garcia, Oscar Valladares, Rosaelva Lomeli, Vicky Santana

Student Trustee Advisory: Yea

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#### **5. Approval of Notice of Exemption - Music & Wray Theater Renovation Project**

The Board of Trustees approved the CEQA Notice of Completion for the Music & Wray Theater Renovation project.

Motion by Norma E Garcia, second by Rosaelva Lomeli.

Final Resolution: Motion Carries

Yea: Norma E Garcia, Oscar Valladares, Rosaelva Lomeli, Vicky Santana

Student Trustee Advisory: Yea

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#### **6. THIS ITEM WAS TABLED to 3/18/20 - ADDENDUM - Additional Design Services - Music & Wray Theater Renovation Project - tBP Architecture**

THIS ITEM WAS POSTPONED TO THE STUDY SESSION on 3/18/2020 - That the Board of Trustees approve the Proposal with tBP Architecture in the amount of \$172,500.00 from Bond Funds and authorize the Administration to execute appropriate documents on behalf of the District. Student Trustee Lina Campillo seconded the motion.

Motion by Rosaelva Lomeli, second by Lina Campillo.

Motion Carries

Yea: Norma E Garcia, Oscar Valladares, Rosaelva Lomeli, Vicky Santana

Student Trustee Advisory: Yea

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#### **7. ITEM PULLED FROM CONSENT FOR SEPARATE ACTION, THEN POSTPONED TO THE STUDY SESSION on 3/18/2020 - Additional Architectural Service Fees for "L" Tower Seismic Upgrade Project -- Westberg White Architecture**

ITEM WAS TABLED FOR THE STUDY SESSION ON MARCH 18, 2020 - That the Board of Trustees authorize an increase to the contract value of Westberg White Architecture, for additional Architectural Services in the amount not to exceed \$215,280.00 for a revised total contract amount of \$2,018,480.00 from State and Bond Funds.

Motion by Norma E Garcia, second by Vicky Santana.

Final Resolution: Motion Carries

Yea: Norma E Garcia, Oscar Valladares, Rosaelva Lomeli, Vicky Santana

Student Trustee Advisory: Yea

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### **L. DISCUSSION ITEMS/NEW BUSINESS FROM THE BOARD**

#### **2. Communications/Community Engagement Assessment**

Vicky Santana requested that the Board discuss the procedure of "new items" and how that will work.

Oscar Valladares reported that the Trustee can request that an item be placed on the next agenda.

Norma E Garcia reported that a procedure should be developed for new business to ensure that the Board is following policy and procedures. We also want to align items with adopted Board goals.

Oscar Valladares requested that for the next regular meeting an Action Item for discussion -

1. Recommendation regarding community engagement and Marketing assessment.
2. Development of a procedure on how we address new business. Discussion or verbally how do we get an item on the agenda so that we are all on the same page.

Dr. Reyes reported that the Administration can assess the Marketing and Community Relations function and how that would translate in actionable items to engage in that work.

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### **M. INFORMATION ITEM(S)**

#### **M.1. Review of AP 3530: Prohibition of Weapons**

[https://go.boarddocs.com/ca/riohondo/Board.nsf/files/BMCMNC5BBCCD/\\$file/AP%203530%20-%20Prohibition%20of%20Weapons%20rev.%20PPC%2012.5.19%20rev.%20PFC%202.11.20\\_Clean\\_Draft\\_03\\_11\\_20.pdf](https://go.boarddocs.com/ca/riohondo/Board.nsf/files/BMCMNC5BBCCD/$file/AP%203530%20-%20Prohibition%20of%20Weapons%20rev.%20PPC%2012.5.19%20rev.%20PFC%202.11.20_Clean_Draft_03_11_20.pdf)

#### **M.2. Review of AP 7130: Compensation**

[https://go.boarddocs.com/ca/riohondo/Board.nsf/files/BMCR8K6B9CA8/\\$file/AP%207130%20rev.%20PPC%202\\_20\\_20%20rev.%20PFC%202\\_25\\_20\\_Clean%20Draft\\_03\\_11\\_20.pdf](https://go.boarddocs.com/ca/riohondo/Board.nsf/files/BMCR8K6B9CA8/$file/AP%207130%20rev.%20PPC%202_20_20%20rev.%20PFC%202_25_20_Clean%20Draft_03_11_20.pdf)

#### **M.3. 2020 CCCT Board Elections**

[https://go.boarddocs.com/ca/riohondo/Board.nsf/files/BMB654133249/\\$file/2020%20CCCT%20Board%20Election%20Packet.PDF](https://go.boarddocs.com/ca/riohondo/Board.nsf/files/BMB654133249/$file/2020%20CCCT%20Board%20Election%20Packet.PDF)

#### **M.4. Review of AP 2410: Board Policies and Administrative Procedures**

[https://go.boarddocs.com/ca/riohondo/Board.nsf/files/BMCMN75BB1D6/\\$file/AP%202410%20-%20Board%20Policies%20and%20Administrative%20Procedures%20rev.%20PPC%202.20.20%20rev.%20PFC%202.25.20\\_Clean\\_Draft\\_03\\_11\\_20.pdf](https://go.boarddocs.com/ca/riohondo/Board.nsf/files/BMCMN75BB1D6/$file/AP%202410%20-%20Board%20Policies%20and%20Administrative%20Procedures%20rev.%20PPC%202.20.20%20rev.%20PFC%202.25.20_Clean_Draft_03_11_20.pdf)

#### **M.5. Deletion of College Procedures (CP) Chapter 2000 (4 Items)**

[https://go.boarddocs.com/ca/riohondo/Board.nsf/files/BLQUFV7A7AA9/\\$file/CP%202000s%20\(Previously%20Pulled%20For%20Further%20Study\).pdf](https://go.boarddocs.com/ca/riohondo/Board.nsf/files/BLQUFV7A7AA9/$file/CP%202000s%20(Previously%20Pulled%20For%20Further%20Study).pdf)

#### **M.6. Deletion of College Procedures (CP) Chapter 3000 (54 Items)**

[https://go.boarddocs.com/ca/riohondo/Board.nsf/files/BMFRUM6E1A9F/\\$file/CP%203000s%20.pdf](https://go.boarddocs.com/ca/riohondo/Board.nsf/files/BMFRUM6E1A9F/$file/CP%203000s%20.pdf)

**M.7. Deletion of College Procedures (CP) Chapter 4000 (30 Items)**

[https://go.boarddocs.com/ca/riohondo/Board.nsf/files/BLQUG67AA114/\\$file/CP%204000s.pdf](https://go.boarddocs.com/ca/riohondo/Board.nsf/files/BLQUG67AA114/$file/CP%204000s.pdf)

**M.8. Deletion of College Procedures (CP) Chapter 5000 (46 Items)**

[https://go.boarddocs.com/ca/riohondo/Board.nsf/files/BM6VUC826195/\\$file/CP%205000s.pdf](https://go.boarddocs.com/ca/riohondo/Board.nsf/files/BM6VUC826195/$file/CP%205000s.pdf)

**M.9. Deletion of College Procedures (CP) Chapter 6000 (5 Items)**

[https://go.boarddocs.com/ca/riohondo/Board.nsf/files/BM6VXQ82E739/\\$file/CP%206000s.pdf](https://go.boarddocs.com/ca/riohondo/Board.nsf/files/BM6VXQ82E739/$file/CP%206000s.pdf)

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**N. STAFF & BOARD REPORTS**

**N.1. Staff Conference Reports (For Perusal)**

[https://go.boarddocs.com/ca/riohondo/Board.nsf/files/BLXSDC6F5AEF/\\$file/Conference%20Reports%203.11.20.pdf](https://go.boarddocs.com/ca/riohondo/Board.nsf/files/BLXSDC6F5AEF/$file/Conference%20Reports%203.11.20.pdf)

**N.2. Academic Senate Minutes (For Perusal)**

[https://go.boarddocs.com/ca/riohondo/Board.nsf/files/BLXRAB685F1B/\\$file/Academic%20Senate%20-%2012.3.19%20Minutes%20final%20pdf.pdf](https://go.boarddocs.com/ca/riohondo/Board.nsf/files/BLXRAB685F1B/$file/Academic%20Senate%20-%2012.3.19%20Minutes%20final%20pdf.pdf)

**N.3. Presidents of RHCFA, Academic Senate, CSEA, ASRHC and the Vice Presidents of Academic Affairs, Student Services and Finance and Business Oral Reports (3 minutes each)**

Christina Almanza, ASRHC President reported that there needs to be equity in addressing COVID-19 and the homeless student population.

**N.4. Board of Trustees Communication & Professional Development Reporting (3 minutes each)**

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**O.1. CLOSED SESSION**

Oscar Valladares read aloud the items to be discussed and recessed the meeting to Closed Session at 10:05PM. The meeting was reconvened at 10:38PM. No action was taken in Closed Session.

**O.2. Pursuant to Section 54956.9: CONFERENCE WITH LEGAL COUNSEL-Anticipated Litigation (1 Case)**

No action taken in closed session.

**O.3. Pursuant to Section 54957: PUBLIC EMPLOYEE DISCIPLINE/DISSMISSAL/RELEASE**

No action taken on this item.

**O.4. Pursuant to Section 54957: PUBLIC EMPLOYEE PERFORMANCE EVALUATION-Superintendent/President**

No action taken on this item.

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**P.1. ADJOURNMENT**

Oscar Valladares adjourned the meeting at 10:40PM.

**2. March Study Session on Budget** – Wednesday, March 18, 2020, 6:00 PM

**3. Next Regular Board Meeting** – Wednesday, April 8, 2020, 6:00 PM

**4. April Study Session on Accreditation** – Wednesday, April 22, 2020, 6:00 PM



**RIO HONDO COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES  
Regular Board Meeting (6:00PM)  
Wednesday, April 8, 2020  
\*Generated via Board Docs\***

**A. OPENING ITEMS - REGULAR MEETING (6PM)**

**A.1. Roll Call**

**Members Present**

Gary Mendez, Norma E Garcia (via Zoom), Oscar Valladares (Presiding), Rosaelva Lomeli, Vicky Santana (via Zoom), Lina Campillo (Student Trustee) (via Zoom)

**Members Absent**

None.

**Staff Members Present**

Dr. Arturo Reyes, Superintendent/President (via Zoom)  
Dr. Laura Ramirez, Vice President, Academic Affairs (via Zoom)  
Henry Gee, Vice President, Student Services (via Zoom)  
Chris Hawken, Interim Vice President, Finance & Business (via Zoom)  
Christina A. Almanza, President, ASRHC (via Zoom)  
Sandra Hernandez, President, CSEA (via Zoom)  
Dr. Kevin Smith, President, Academic Senate (via Zoom)  
Rudy Rios, President, RHCFA (via Zoom)  
Angie Tomasich (Zoom moderator)  
Renee Gallegos (Recorder)

**A.2. Pledge of Allegiance**

Gary Mendez led the pledge of allegiance.

**A.3. Approval of Minutes - 3/11/20**

Resolution: That the Board of Trustees approve the Minutes of 3/11/20 as presented.

Motion by Rosaelva Lomeli, second by Norma E Garcia.

Final Resolution: Motion Carries

Yea: Gary Mendez, Norma E Garcia, Oscar Valladares, Rosaelva Lomeli, Vicky Santana

The Student Advisory vote was Yea.

**A.4. Approval of Minutes Emergency Mtg. - 3/16/20**

Resolution: That the Board of Trustees approve the Minutes of 3/16/20 as presented.

Motion by Norma E Garcia, second by Vicky Santana.

Final Resolution: Motion Carries

Yea: Gary Mendez, Norma E Garcia, Oscar Valladares, Rosaelva Lomeli, Vicky Santana

The Student Advisory vote was Yea.

**A.5. Open Communication for Public Comment**

No public comments were made.

**6. Superintendent's Report**

The Superintendent/President provided his report for the month.

**B. CONSTRUCTION UPDATE**

**B. 1. Construction Update - Del Terra, Program Manager**

Jerry Quemada, and Rudy Viramontes provided the construction update.

## **C. CONSENT ITEMS - FINANCE & BUSINESS**

### **C.1. General Consent Items (Requires one vote by the Board of Trustees) on All Consent Agenda Items**

Resolution: That the Board of Trustees approve the Consent Agenda items as presented.

That the Board of Trustees approve the Consent Agenda items as presented with the *exclusion of items C.2. Finance & Business Reports, C.4. Substantial Completion of Bid No. 2076: Phase 1 Campus Wide Exterior Painting Project-Tony Painting, Inc., C.5. Approve Use of Foundation for California Community Colleges (FCCC) Contract No. CB-213-17: WAXIE Sanitary Supply, F.1.C. Consent Items HR (Personnel) Resignation, F.2. Classified Lay Off, F.3.A. Management & Confidential Resignation, and F.3.B Management & Confidential Appointment.*

Motion by Gary Mendez, second by Rosaelva Lomeli.

Final Resolution: Motion Carries

Yea: Gary Mendez, Norma E Garcia, Oscar Valladares, Rosaelva Lomeli, Vicky Santana

The Student Advisory vote was Yea.

### **C.2. ITEM MOVED FROM CONSENT AGENDA FOR SEPARATE ACTION - Finance & Business Reports - Purchase Order Report**

That the Board of Trustees approve the Consent Agenda items as presented with the exclusion of items C.2. Finance & Business Reports, C.4. Substantial Completion of Bid No. 2076: Phase 1 Campus Wide Exterior Painting Project-Tony Painting, Inc., C.5. Approve Use of Foundation for California Community Colleges (FCCC) Contract No. CB-213-17: WAXIE Sanitary Supply, F.1.C. Consent Items HR (Personnel) Resignation, F.2. Classified Lay Off, F.3.A. Management & Confidential Resignation, and F.3.B Management & Confidential Appointment. The Student Advisory vote was Yea.

Motion by Gary Mendez, second by Rosaelva Lomeli.

Final Resolution: Motion Carries

Yea: Gary Mendez, Norma E Garcia, Oscar Valladares, Rosaelva Lomeli, Vicky Santana

The Student Advisory vote was Yea.

That the Board of Trustees approve ITEM C.2. by SEPARATE ACTION.

Motion by Gary Mendez, second by Rosaelva Lomeli.

Final Resolution: Motion Carries

Yea: Gary Mendez, Norma E Garcia, Oscar Valladares, Rosaelva Lomeli, Vicky Santana

The Student Advisory vote was Yea.

### **C.3. Finance & Business Reports - Payroll Warrant Report**

Resolution: That the Board of Trustees approve the Consent Agenda item as presented.

Motion by Gary Mendez, second by Rosaelva Lomeli.

Final Resolution: Motion Carries

Yea: Gary Mendez, Norma E Garcia, Oscar Valladares, Rosaelva Lomeli, Vicky Santana

### **C.4. ITEM MOVED FROM CONSENT AGENDA FOR SEPARATE ACTION -Substantial Completion of Bid No. 2076 : Phase 1 Campus Wide Exterior Painting Project - Tony Painting, Inc.**

That the Board of Trustees approve the Consent Agenda items as presented with the exclusion of items C.2. Finance & Business Reports, C.4. Substantial Completion of Bid No. 2076: Phase 1 Campus Wide Exterior Painting Project-Tony Painting, Inc., C.5. Approve Use of Foundation for California Community Colleges (FCCC) Contract No. CB-213-17: WAXIE Sanitary Supply, F.1.C. Consent Items HR (Personnel) Resignation, F.2. Classified Lay Off, F.3.A. Management & Confidential Resignation, and F.3.B Management & Confidential Appointment.

Motion by Gary Mendez, second by Rosaelva Lomeli.

Final Resolution: Motion Carries

Yea: Gary Mendez, Norma E Garcia, Oscar Valladares, Rosaelva Lomeli, Vicky Santana

The Student Advisory vote was Yea.

That the Board of Trustees approve ITEM C.4. by SEPARATE ACTION.

That the Board of Trustees approve the substantial completion of the work performed under Bid No. 2076 and authorize the filing of Notice of Completion with the Los Angeles County Recorder.

Motion by Gary Mendez, second by Rosaelva Lomeli.

Final Resolution: Motion Carries

Yea: Gary Mendez, Norma E Garcia, Oscar Valladares, Rosaelva Lomeli, Vicky Santana

The Student Advisory vote was Yea.

### **C.5. ITEM MOVED FROM CONSENT AGENDA FOR SEPARATE ACTION - Approve Use of Foundation for California Community Colleges (FCCC) Contract No. CB-213-17 : WAXIE Sanitary Supply**

That the Board of Trustees approve the Consent Agenda items as presented with the exclusion of items C.2. Finance & Business Reports, C.4. Substantial Completion of Bid No. 2076: Phase 1 Campus Wide Exterior Painting Project-Tony Painting, Inc., C.5.

Approve Use of Foundation for California Community Colleges (FCCC) Contract No. CB-213-17: WAXIE Sanitary Supply, F.1.C. Consent Items HR (Personnel) Resignation, F.2. Classified Lay Off, F.3.A. Management & Confidential Resignation, and F.3.B Management & Confidential Appointment. The Student Advisory vote was Yea.

Motion by Gary Mendez, second by Rosaelva Lomeli.

Final Resolution: Motion Carries

Yea: Gary Mendez, Norma E Garcia, Oscar Valladares, Rosaelva Lomeli, Vicky Santana

The Student Advisory vote was Yea.

That the Board of Trustees approve ITEM C.5. by SEPARATE ACTION.

That the Board of Trustees ratify that use of the FCCC contract no. CB-213-17 awarded to WAXIE Sanitary Supply and authorize Administration to execute the appropriate documents on behalf of the District. The Student Advisory vote was Yea.

Motion by Gary Mendez, second by Oscar Valladares.

Final Resolution: Motion Carries

Yea: Gary Mendez, Norma E Garcia, Oscar Valladares, Rosaelva Lomeli, Vicky Santana

The Student Advisory vote was Yea.

#### **C.6. Approve Agreement for Armored Services - Sectran Security Inc.**

Resolution: That the Board of Trustees approve the Agreement for Armored Services with Spectran Security Inc. and authorize the Administration to execute appropriate documents on behalf of the District.

Motion by Gary Mendez, second by Rosaelva Lomeli.

Final Resolution: Motion Carries

Yea: Gary Mendez, Norma E Garcia, Oscar Valladares, Rosaelva Lomeli, Vicky Santana

The Student Advisory vote was Yea.

#### **C.7. Approve Agreement : PACT Program – American Honda Motor Co., Inc.**

Resolution: That the Board of Trustees approve the Agreement with American Honda Motor, Inc. and authorize the Administration to execute appropriate documents on behalf of the District.

Motion by Gary Mendez, second by Rosaelva Lomeli.

Final Resolution: Motion Carries

Yea: Gary Mendez, Norma E Garcia, Oscar Valladares, Rosaelva Lomeli, Vicky Santana

The Student Advisory vote was Yea.

### **D. CONSENT ITEMS - STUDENT SERVICES**

#### **D.1. Renewal of Software Database Subscription Licensing and Hosting Contract – Accessible Information Management (AIM) (Program: DSPS, Area: Student Services)**

Resolution: That the Board of Trustees approve the renewal of Software Database Subscription Licensing and Hosting Contract with AIM and authorize the Administration to execute appropriate documents on behalf of the District.

Motion by Gary Mendez, second by Rosaelva Lomeli.

Final Resolution: Motion Carries

Yea: Gary Mendez, Norma E Garcia, Oscar Valladares, Rosaelva Lomeli, Vicky Santana

The Student Advisory vote was Yea.

### **E. CONSENT ITEMS - ACADEMIC AFFAIRS**

#### **E.1. Curriculum**

Resolution: That the Board of Trustees approve the curriculum items as listed.

Motion by Gary Mendez, second by Rosaelva Lomeli.

Final Resolution: Motion Carries

Yea: Gary Mendez, Norma E Garcia, Oscar Valladares, Rosaelva Lomeli, Vicky Santana

The Student Advisory vote was Yea.

#### **E.2. Memorandum of Understanding (MOU) among Selected College Participating in the Proctoring Network (Rio Hondo College) for The California Virtual Campus - Online Education Initiative (CVC-OEI)**

Resolution: That the Board of Trustees approve the MOU to participate in the CVC-OEI proctoring network as presented below and authorize Administration to execute the appropriate documents on behalf of the District.

Motion by Gary Mendez, second by Rosaelva Lomeli.

Final Resolution: Motion Carries

Yea: Gary Mendez, Norma E Garcia, Oscar Valladares, Rosaelva Lomeli, Vicky Santana

The Student Advisory vote was Yea.

**E.3. Additional Grant Award for Career & Technical Education from the California Community College Chancellors Office: Round III Strong Work Force Incentive Funds (FY 2019 / 2020 thru 2020/2021)**

Resolution: That the Board of Trustees approve the additional Grant Award of \$303,719.00 from the California Community College Chancellors Office for the purpose of CTE courses, programs, and pathways and authorize the Administration to sign the appropriate documents on behalf of the District.

Motion by Gary Mendez, second by Rosaelva Lomeli.

Final Resolution: Motion Carries

Yea: Gary Mendez, Norma E Garcia, Oscar Valladares, Rosaelva Lomeli, Vicky Santana

The Student Advisory vote was Yea.

**E.4. Approve Affiliation Agreement for Field Experience Program: Grand Canyon University**

Resolution: That the Board of Trustees approve the Affiliation Agreement with Grand Canyon University as presented above and authorize Administration to execute the appropriate documents on behalf of the District.

Motion by Gary Mendez, second by Rosaelva Lomeli.

Final Resolution: Motion Carries

Yea: Gary Mendez, Norma E Garcia, Oscar Valladares, Rosaelva Lomeli, Vicky Santana

The Student Advisory vote was Yea.

**E.5. Consultants**

Resolution: That the Board of Trustees approve the Consultants Consent Agenda item as presented.

Motion by Gary Mendez, second by Rosaelva Lomeli.

Final Resolution: Motion Carries

Yea: Gary Mendez, Norma E Garcia, Oscar Valladares, Rosaelva Lomeli, Vicky Santana

The Student Advisory vote was Yea.

**F. CONSENT ITEMS - HUMAN RESOURCES (PERSONNEL)**

That the Board of Trustees approve the Consent Agenda items as presented with the exclusion of items C.2. Finance & Business Reports, C.4. Substantial Completion of Bid No. 2076: Phase 1 Campus Wide Exterior Painting Project-Tony Painting, Inc., C.5. Approve Use of Foundation for California Community Colleges (FCCC) Contract No. CB-213-17: WAXIE Sanitary Supply, F.1.C. Consent Items HR (Personnel) Resignation, F.2. Classified Lay Off, F.3.A. Management & Confidential Resignation, and F.3.B Management & Confidential Appointment.

Motion by Gary Mendez, second by Rosaelva Lomeli.

Final Resolution: Motion Carries

Yea: Gary Mendez, Norma E Garcia, Oscar Valladares, Rosaelva Lomeli, Vicky Santana

**F.1.C. RESIGNATION**

Resolution: That the Board of Trustees approve ITEM F.1.C. by SEPARATE ACTION.

Motion by Gary Mendez, second by Oscar Valladares.

Final Resolution: Motion Carries

Yea: Gary Mendez, Norma E Garcia, Oscar Valladares, Rosaelva Lomeli, Vicky Santana

The Student Advisory vote was Yea.

**F.2. CLASSIFIED LAYOFF**

Resolution: That the Board of Trustees approve ITEM F.2. by SEPARATE ACTION.

Motion by Gary Mendez, second by Rosaelva Lomeli.

Final Resolution: Motion Carries

Yea: Gary Mendez, Norma E Garcia, Oscar Valladares, Rosaelva Lomeli, Vicky Santana

The Student Advisory vote was Yea.

**F.3. A & B Management and Confidential Appointment**

Resolution: That the Board of Trustees approve ITEM F.3.A. & B. by SEPARATE ACTION.

Motion by Gary Mendez, second by Norma E Garcia.

Final Resolution: Motion Carries

Yea: Gary Mendez, Norma E Garcia, Oscar Valladares, Rosaelva Lomeli, Vicky Santana

The Student Advisory vote was Yea.

**F.4. Unrepresented (AP 7130), 2019-2020**

Resolution: That the Board of Trustees approve the consent items as outlined.



Motion by Gary Mendez, second by Rosaelva Lomeli.  
Final Resolution: Motion Carries  
Yea: Gary Mendez, Norma E Garcia, Oscar Valladares, Rosaelva Lomeli, Vicky Santana  
The Student Advisory vote was Yea.

## **G. ACTION ITEMS PRESIDENT'S OFFICE**

### **G.1. Approval of Resolution in Support of AB 1460 - Support of Ethnic Studies**

Resolution: That the Board of Trustees strongly support the passage of AB 1460, which would require the provisions of ethnic studies at each CSU campus and also establish an undergraduate graduation requirement of at least one ethnic studies course.

Motion by Rosaelva Lomeli, second by Vicky Santana.  
Final Resolution: Motion Carries  
Yea: Gary Mendez, Norma E Garcia, Oscar Valladares, Rosaelva Lomeli, Vicky Santana  
The Student Advisory vote was Yea.

### **G.2. Revision of Certification of Signatures Required by LACOE**

Resolution: That the Board of Trustees approve and execute the revision to the Certification of Signatures in support of recent personnel changes, authorizing the Administration to process and file the appropriate documents on behalf of the District. Resolution: That the Board of Trustees approve and execute the revision to the Certification of Signatures in support of recent personnel changes, authorizing the Administration to process and file the appropriate documents on behalf of the District.

Motion by Norma E Garcia, second by Vicky Santana.  
Final Resolution: Motion Carries  
Yea: Gary Mendez, Norma E Garcia, Oscar Valladares, Rosaelva Lomeli, Vicky Santana  
The Student Advisory vote was Yea.

### **G.3. 2020 CCCT Board Elections**

Resolution: That the Board of Trustees approve and execute the revision to the Certification of Signatures in support of recent personnel changes, authorizing the Administration to process and file the appropriate documents on behalf of the District. That the Board of Trustees consider the nominees and cast their ballot for the 2020 CCCT Board Election for candidates #2. Andra Hoffman, #6. Barbara Jean Calhoun, #9. Marisa Perez, and #11. Barry Snell.

Motion by Gary Mendez, second by Rosaelva Lomeli.  
Final Resolution: Motion Carries  
Yea: Gary Mendez, Norma E Garcia, Oscar Valladares, Rosaelva Lomeli, Vicky Santana  
The Student Advisory vote was Yea.

### **G.4. Board Policy (BP) 3530: Prohibition of Weapons (Second Reading & Final Adoption)**

Resolution: That the Board of Trustees approve and execute the revision to the Certification of Signatures in support of recent personnel changes, authorizing the Administration to process and file the appropriate documents on behalf of the District. That the Board of Trustees review BP 3530 Prohibition of Weapons for Second Reading & Final Adoption.

Motion by Vicky Santana, second by Rosaelva Lomeli.  
Final Resolution: Motion Carries  
Yea: Gary Mendez, Norma E Garcia, Oscar Valladares, Rosaelva Lomeli, Vicky Santana  
The Student Advisory vote was Yea.

### **G.5. Board Policy (BP) 7130: Compensation (Second Reading & Final Adoption)**

Resolution: That the Board of Trustees approve and execute the revision to the Certification of Signatures in support of recent personnel changes, authorizing the Administration to process and file the appropriate documents on behalf of the District. That the Board of Trustees review BP 7130 Compensation for Second Reading & Final adoption.

Motion by Gary Mendez, second by Rosaelva Lomeli.  
Final Resolution: Motion Carries  
Yea: Gary Mendez, Norma E Garcia, Oscar Valladares, Rosaelva Lomeli, Vicky Santana  
The Student Advisory vote was Yea.

### **G.6. Approve Renewal of SPSS Statistics Base Authorized User and Annual SW Subscription and Support - International Business Machines Corporation (IBM)**

Resolution: That the Board of Trustees approve and execute the revision to the Certification of Signatures in support of recent personnel changes, authorizing the Administration to process and file the appropriate documents on behalf of the District. That the Board of Trustees approve renewal of SPSS Stastics Base Authorized User and Annual SW Subscription and Support - International Business Machines Corporation (IBM) and authorize then Administration to execute the appropriate documents on behalf of the District.

Motion by Rosaelva Lomeli, second by Vicky Santana.  
Final Resolution: Motion Carries  
Yea: Gary Mendez, Norma E Garcia, Oscar Valladares, Rosaelva Lomeli, Vicky Santana

The Student Advisory vote was Yea.

## **H. ACTION ITEMS - FINANCE & BUSINESS**

### **H.1. Approve Use of Sourcewell Contract No. 060618- EFM : 60 Month Open End (Equity) Lease - Enterprise Fleet Management**

Resolution: That the Board of Trustees determine that use of the Sourcewell contract awarded to Enterprise Fleet Management for RFP No. 060618 is in the best interest of the District and authorize Administration to execute the appropriate documents on behalf of the District. MOTION TO TABLE THIS ITEM. The Student Advisory vote was Yea.

Motion by Norma E Garcia, second by Vicky Santana for the purposes of discussion

Superintendent/President Reyes provided a brief overview stating that this the direction that is most fiscally prudent enlight of the District's again fleet ad for the health and safety of our students who use District vehicles for athletic and speech events.

Vicky Santana asked if this was time sensitive? If we could possibly hold off until we have a clearer picture of the budget.

Norma E Garcia stated for the record that this is a significant liability for the District and student needs and safety are top priorities.

Gary Mendez asked if this was a general fund expenditure and this is a time when the District needs to tighten its belt on spending due to COVID-19.

Rosaelva Lomeli agreed and asked if the item can come back to the Board on 4/15/20?

Motion by Gary Mendez to TABLE this item to the 4/15/20 Board Meeting, second by Rosaelva Lomeli.

Final Resolution: Motion Carries

Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli, Vicky Santana

Nay: Norma E Garcia

The Student Advisory vote was Yea.

THIS ITEM WAS TABLED TO 4/15/20 BOARD MEETING - Sourcewell Contract awarded to Enterprise Fleet Management for RFP No. 060618.

### **H.2. Additional Architectural Service Fees for "L" Tower Seismic Upgrade Project - Westberg White Architecture**

Resolution: That the Board of Trustees authorize an increase to the contract value of Westberg White Architecture, for additional Architectural Services (including \$200,700 for the additional extended project duration) in the amount not to exceed \$211,380.00 for a revised total contract amount of \$2,014,580.00 from State and Bond Funds and authorize the Administration to execute appropriate documents on behalf of the District.

Motion by Rosaelva Lomeli, second by Gary Mendez.

Final Resolution: Motion Carries

Yea: Gary Mendez, Norma E Garcia, Oscar Valladares, Rosaelva Lomeli, Vicky Santana

The Student Advisory vote was Yea.

### **H.3. Ratification of Additional Architectural Services for Redesign of Shade Canopy and Additional Shade Canopies - Rio Plaza - Westberg White Architecture**

Resolution: That the Board of Trustees ratify the Proposal from Westberg White Architects in the amount of \$235,900.00 to be paid from Bond Funds and authorize the Administration to execute appropriate documents on behalf of the District. MOTION TO TABLE THIS ITEM.

Motion by Gary Mendez, second by Rosaelva Lomeli for the purposes of discussion.

Norma E Garcia stated for the record that the same logic needs to be applied to this item. An additional \$236,000 also increases the total cost to \$1.6 million. As it is now we don't have enough funds to complete current projects. Motioned to table this item to the 4/15/20 Board meeting after the Budget discussion.

Gary Mendez objected stating for the record that this project has been in the development and it would not be fair to the students who stand out there in inclement weather, Urges his colleagues to approve this item.

Rosaelva Lomeli agreed with Norma E Garcia that it is the fiduciary responsibility to proceed with caution and wait until the budget presentation.

Motion by Norma E Garcia to TABLE this item to the 4/15/20 Board meeting, second by Vicky Santana.

Final Resolution: Motion Carries

Yea: Norma E Garcia, Oscar Valladares, Rosaelva Lomeli, Vicky Santana

Nay: Gary Mendez

The Student Advisory vote was Yea.

ITEM TABLED TO THE 4/15/20 BOARD MEETING -Ratify the Proposal from Westberg White Architects in the amount of \$235,900.00 to be paid from Bond Funds.

#### **H.4. Additional Design Services - Music & Wray Theater Renovation Project - tBP Architecture**

Resolution: That the Board of Trustees approve the Proposal with tBP Architecture in the amount of \$172,500.00 from Bond Funds and authorize the Administration to execute appropriate documents on behalf of the District.

Gary Mendez reported that the Board should table this time until the Budget Presentation.

Motion by Norma E Garcia to TABLE this item to the 4/15/20 Board meeting, second by Gary Mendez.

Final Resolution: Motion Carries

Yea: Gary Mendez, Norma E Garcia, Oscar Valladares, Rosaelva Lomeli, Vicky Santana

The Student Advisory vote was Yea.

#### **I. DISCUSSION ITEMS/NEW BUSINESS FROM THE BOARD**

Board President Valladares requested that there be a budget discussion item focused on COVID-19 as well as an update from Superintendent/President Reyes regarding mental health support.

#### **J. STAFF & BOARD REPORTS**

##### **J.1. Academic Senate Minutes (For Perusal)**

##### **J.2. Staff Conference Reports (For Persual)**

##### **J.3. Presidents of RHCFA, Academic Senate, CSEA, ASRHC and the Vice Presidents of Academic Affairs, Student Services and Finance and Business Oral Reports (3 minutes each)**

Rudy Rios (RHCFA) reported that he misses the COVID-19 Taskforce daily meeting where we received the latest information.

Dr. Kevin Smith (Academic Senate) reported that morale is at an all-time low. With the current environment and campus priorities it is a tough time for all.

Sandra Hernandez (CSEA) reported that Classified staff are on the front lines helping to distribute chromebooks to students as well as assisting with deep cleaning of the campus. She thanked Superintendent/President Reyes for the good faith effort and stability during this crisis.

Christina Almanza (ASRHC) reported that many students are asking how they return their books to the Bookstore and about Commencement?

Dr. Laura Ramirez (VPAA) reported that the ADN Students are on scheduled to graduate. This program had to remain in operation to meet required hours.

Henry Gee (VPSS) reported that he is very thankful for the work of Shaina Phillips with the food pantry and providing resources to our most vulnerable student population.

Chris Hawken (Interim VPFB) reported that he wanted to public thank staff in Maintenance & Operations, Information Technology, Accounting and the Audio Visual folks. These are unprecedented times and people have stepped up.

##### **J.4. Board of Trustees Communication & Professional Development Reporting (3 minutes each)**

Oscar Valladares recessed the meeting to closed session at 9:04PM. The meeting was reconvened to regular session at 10:04 PM and the following action was reported;

#### **K. CLOSED SESSION**

##### **K.1. Pursuant to Section 54957: PUBLIC EMPLOYEE APPOINTMENT (1)**

Resolution: That the Board of Trustees accept the recommendation of the Superintendent/President to employ Ed. Izaguirre as a Full Time Physics Instructor, Tenure Track effective Fall 2020.

Motion by Gary Mendez, second by Rosaelva Lomeli.

Final Resolution: Motion Carries

Yea: Gary Mendez, Norma E Garcia, Oscar Valladares, Rosaelva Lomeli, Vicky Santana

##### **K.2. Pursuant to Section 54957: PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE**

No action taken on this item.

##### **K.3. Pursuant to Section 54957: PUBLIC EMPLOYEE PERFORMANCE EVALUATION-Superintendent/President**

No action taken on this item.

##### **K.4. Pursuant to Section 54956.9: CONFERENCE WITH LEGAL COUNSEL-Anticipated Litigation (2 Cases) - Significant exposure to litigation pursuant to paragraphs 2 and 3 of subdivision (d) of Section 54956.9**

No action taken on this item.

#### **L. ADJOURNMENT**

**L.1. Adjournment of Board Meeting**

Resolution: That the Board of Trustees motion and take a roll call vote to adjourn the meeting.

Motion by Gary Mendez, second by Oscar Valladares.

Final Resolution: Motion Carries

Yea: Gary Mendez, Norma E Garcia, Oscar Valladares, Rosaelva Lomeli, Vicky Santana

Meeting was adjourned at 10:05PM in memory of all those in our community who have passed away as a result of COVID-19.

**L.2. April Study Session – Wednesday, April 22, 2020, 6:00 PM - Introduction to Accreditation**

**L.3. Next Regular Board Meeting – Wednesday, May 13, 2020, 6:00 PM**

**L.4. May Study Session – Wednesday, May 27, 2020, 6:00 PM**



**RIO HONDO COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES  
Regular Board Meeting, 6:00PM  
Wednesday, October 14, 2020  
\*Generated via Board Docs\***

**OPENING ITEMS**

**A1. Call to Order-6:00PM**

**A2. Roll Call**

Board President Oscar Valladares called the meeting to order at 6:04PM

**Members Present**

Gary Mendez (Via Zoom), Oscar Valladares (Presiding), Rosaelva Lomeli, Vicky Santana (via Zoom) and Student Trustee Rodas (Via Zoom)

**Members Absent**

Trustee Area 1 is currently vacant.

**Staff Members Present**

Teresa Dreyfuss, Acting, Superintendent/President  
Dr. Laura Ramirez, Vice President, Academic Affairs  
Jason Reyes, President, ASRHC (via Zoom)  
Sandra Hernandez, President, CSEA (via Zoom)  
Dr. Kevin Smith, President, Academic Senate (via Zoom)  
Rudy Rios, President, RHCFA (via Zoom)  
Angie Tomasich (Zoom Moderator)  
Renee Gallegos (Board Docs Moderator and Recorder)  
Eric Tellez (Audio Video Technician)

**A3. Pledge of Allegiance**

Trustee Lomeli led the pledge of allegiance.

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**A4. Approval of Minutes Regular Mtg.-09/09/2020**

The Board of Trustees approve the Minutes of 9/09/2020 as presented.

**Motion by Rosaelva Lomeli, second by Oscar Valladares.**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**

**The Student Trustee Advisory vote was Yea**

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**A5. Approval of Minutes Special Mtg.-09/23/2020**

The Board of Trustees approve the Minutes of 9/23/20 as presented. Seconded by Trustee Rodas.

**Motion by Rosaelva Lomeli, second by Marcela Rodas.**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**

**The Student Trustee Advisory vote was Yea**

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## **A6. Open Communication for Public Comment**

Board President Valladares exercised a personal Point of Privilege with no objection to speak on Indigenous People's Day. It was recognized in LA County on Monday October 12th. Board President Valladares supports this effort as we all should take a moment for reflection and respect, for clarity and celebration. As an immigrant himself, we have to be honest about the painful chapters of our nation's past and be more inclusive and understanding.

Michelle Velasco Bean and Dr. Juana Mora reported 'Rio Raices' the Latinx Association passed a resolution in support of Proposition 16. Miss Bean read the resolution aloud.



## Río Raíces Latinx Association

Building Relationships Through Equity-Minded Practices

### **Río Raíces Latinx Association, Resolution in Support of Proposition 16**

WHEREAS, the California community colleges are strongly supportive of an inclusive higher education system that reflects the diversity of California, and it is critical for our state's economic future to ensure that all Californians have equal access to higher education regardless of their race, ethnicity, gender, or socioeconomic status;

WHEREAS, the ethnic and racial make-up of California's community colleges track relatively close to the demographics of the state, where 44 percent of California community college students are Latinx, 27 percent are white, 14 percent are Asian-Pacific Islander and 6 percent are Black, while 61 percent of tenured track faculty are white, 15 percent are Latinx, 10 percent are Asian and 6 percent are Black;

WHEREAS, Proposition 16 would repeal Proposition 209 that was passed in 1996, which prohibited public entities in making decisions to award contracts, or to hire employees, or to admit students to higher education institutions influenced by race, ethnicity, gender, or other demographic information, yet research has proven that hiring faculty and staff that reflect the demographics of a student body increases student success and equity; and

WHEREAS, a student is more likely to be academically successful if they have a faculty member who comes from a similar background and with whom the student can identify; and, furthermore, Proposition 16 would allow a community college student's race, sex, color, ethnicity, or national origin to be narrowly weighed in admissions decisions in transferring to a CSU or UC, allowing students who experience unique hurdles and challenges to be given additional preference; therefore, be it

RESOLVED, the Río Raíces endorses Proposition 16 as it appears on the November 2020 ballot that would give California voters a chance to repeal these provisions that make it more challenging to hire a diverse faculty and staff pool, and the passing of Proposition 16 would further provide opportunities for Río Raíces to achieve its mission and vision to humanize our college goals through our stories and support and embrace student, faculty, and staff experiences through advocacy and the framing of our authentic voices on the Río Hondo College campus.

And FURTHER, RÍO RAÍCES urges all California voters to support and vote for the passage of Proposition 16 to restore local control to our colleges and other public entities by allowing them to consider characteristics such as race, ethnicity, and gender when making decisions on how best to support the communities we serve.

Date adopted: October 2, 2020 by consensus of Río Raíces membership (35)

Newt Kellam, Chief Administrative Officer from Pinner Construction reported that the L Tower project is moving along. Pinner is also making substantial progress with Del Terra Group regarding the changes to the scope of the project. Claims of \$2.7 Million have been submitted and have not received any offers in \$1.9 cost escalations. President Dreyfuss has asked for a global settlement offer, and he has great hopes that we will see resolution soon. Hopes to have the

numbers by October 16th. We will have a final settlement meeting in November and have offered some dates to the District.

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## **A7. Superintendent's Report**

Acting President Dreyfuss reported that NBC contacted us and wants to do a feature story on the Police Academy. She will let the board know when more information becomes available.

PFC was informed of the budget, restricted, unrestricted and reserves and two trust funds. As mentioned last week when she talked to Stephen Kibui, regarding the \$9.5 million transfer to the Bookstore fund, Stephen reported that Yulian Ligioso and Dr. Reyes directed him to make the transfer. She asked what the reasoning was behind the transfer. The new fund was for a future bookstore at the college. The transfer of the funds was completed on August 16, 2020 at 3:48 PM. It was done after June 30th which was her last day being employed with the college. Also, she has a text message from the Lead Auditor that he advised Administration to transfer the funds back to the general fund. Mark Littrell and Jeannie Liu have access to go into the pension fund to review it. Reporting that the 20-2021 will have a balanced budget and will be presented to the Board on 10/28/20.

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## **B. CONSTRUCTION UPDATE**

B1. Construction Update-Del Terra, Program Manager-Jerry Quemada presented his monthly update.

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## **C. CONSENT ITEMS-FINANCE & BUSINESS**

### **C1. General Consent Items (Requires one vote by the Board of Trustees) on All Consent Agenda Items**

Resolution: That the Board of Trustees approve the Consent Agenda items as presented.

The Board of Trustees approved the Consent Agenda items as presented excluding items D.3.b-Management and Confidential -Resignation and D.5-MOU Between CSEA and RHCCD for separate action.

**Motion by Rosaelva Lomeli, second by Vicky Santana.**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**

**The Student Trustee Advisory vote was Yea**

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### **C2. Finance & Business Reports-Purchase Order Report**

Resolution: That the Board of Trustees approve the Consent Agenda item as presented.

The Board of Trustees approved the Consent Agenda items as presented excluding items D.3.b-Management and Confidential -Resignation and D.5-MOU Between CSEA and RHCCD for separate action.

**Motion by Rosaelva Lomeli, second by Vicky Santana.**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**

**The Student Trustee Advisory vote was Yea**

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### **C3. Finance & Business Reports-Payroll Warrant Report**

Resolution: That the Board of Trustees approve the Consent Agenda item as presented.

The Board of Trustees approved the Consent Agenda items as presented excluding items D.3.b-Management and Confidential -Resignation and D.5-MOU Between CSEA and RHCCD for separate action.

**Motion by Rosaelva Lomeli, second by Vicky Santana.**

**Final Resolution: Motion Carries**



**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**  
**The Student Trustee Advisory vote was Yea**

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#### **C4. Authorization for Out of State Travel & Conferences**

Resolution: That the Board of Trustees approve the Out-of-State Travel and Conferences Consent Agenda item as presented.

The Board of Trustees approved the Consent Agenda items as presented excluding items D.3.b-Management and Confidential -Resignation and D.5-MOU Between CSEA and RHCCD for separate action.

**Motion by Rosaelva Lomeli, second by Vicky Santana.**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**

**The Student Trustee Advisory vote was Yea**

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#### **C5. Approve Instructional Service Agreement: Vocational Educational Programs: City of Sierra Madre-Fire Department**

Resolution: That the Board of Trustees approve the Instructional Service Agreement with City of Sierra Madre-Fire Department and authorize the Administration to execute appropriate documents on behalf of the District.

The Board of Trustees approved the Consent Agenda items as presented excluding items D.3.b-Management and Confidential -Resignation and D.5-MOU Between CSEA and RHCCD for separate action.

**Motion by Rosaelva Lomeli, second by Vicky Santana.**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**

**The Student Trustee Advisory vote was Yea**

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#### **C6. Approve Installment Payment Agreement: Server Backup Software Maintenance - VEEAM Payment Solutions**

Resolution: That the Board of Trustees approve the Agreement with VEEAM Payment Solutions as presented below and authorize Administration to execute the appropriate documents on behalf of the District.

The Board of Trustees approved the Consent Agenda items as presented excluding items D.3.b-Management and Confidential -Resignation and D.5-MOU Between CSEA and RHCCD for separate action.

**Motion by Rosaelva Lomeli, second by Vicky Santana.**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**

**The Student Trustee Advisory vote was Yea**

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#### **C7. Approve Agreement: Use of Weapons Firing Range-US Secret Service**

Resolution: That the Board of Trustees approve the agreement with US Secret Service, for use of the Weapons Firing Range and authorize the Administration to execute appropriate documents on behalf of the District.

The Board of Trustees approved the Consent Agenda items as presented excluding items D.3.b-Management and Confidential -Resignation and D.5-MOU Between CSEA and RHCCD for separate action.

**Motion by Rosaelva Lomeli, second by Vicky Santana.**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**

**The Student Trustee Advisory vote was Yea**

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**C8. Approve Acceptance of Grant (Renewal) : Nursing Education Program Support FY 20-21 : California Community Colleges Chancellor's Office**

Resolution: That the Board of Trustees approve acceptance of the grant funding from the CCCCCO as described above and authorize the Administration to execute appropriate documents on behalf of the District.

The Board of Trustees approved the Consent Agenda items as presented excluding items D.3.b-Management and Confidential -Resignation and D.5-MOU Between CSEA and RHCCD for separate action.

**Motion by Rosaelva Lomeli, second by Vicky Santana.**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**

**The Student Trustee Advisory vote was Yea**

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**C9. Auxiliary Services Organization Board of Directors–2020-2021**

Resolution: That the Board of Trustees approve the members of the Auxiliary Services Board of Directors for the 2020/2021 school year as presented.

The Board of Trustees approved the Consent Agenda items as presented excluding items D.3.b-Management and Confidential -Resignation and D.5-MOU Between CSEA and RHCCD for separate action.

**Motion by Rosaelva Lomeli, second by Vicky Santana.**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**

**The Student Trustee Advisory vote was Yea**

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**Action (Consent): 10. ADDENDUM - Consultants**

Resolution: That the Board of Trustees approve the Consultants Consent Agenda item as presented.

The Board of Trustees approved the Consent Agenda items as presented excluding items D.3.b-Management and Confidential -Resignation and D.5-MOU Between CSEA and RHCCD for separate action.

**Motion by Rosaelva Lomeli, second by Vicky Santana.**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**

**The Student Trustee Advisory vote was Yea**

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**D. CONSENT ITEMS-HUMAN RESOURCES (PERSONNEL)**

**D1. Academic**

Resolution: That the Board of Trustees approve the consent items as outlined.

The Board of Trustees approved the Consent Agenda items as presented excluding items D.3.b-Management and Confidential -Resignation and D.5-MOU Between CSEA and RHCCD for separate action.

**Motion by Rosaelva Lomeli, second by Vicky Santana.**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**

**The Student Trustee Advisory vote was Yea**

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**D2. Classified**

Resolution: That the Board of Trustees approve the consent items as outlined.

The Board of Trustees approved the Consent Agenda items as presented excluding items D.3.b-Management and Confidential -Resignation and D.5-MOU Between CSEA and RHCCD for separate action.

**Motion by Rosaelva Lomeli, second by Vicky Santana.**  
**Final Resolution: Motion Carries**  
**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**  
**The Student Trustee Advisory vote was Yea**

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### **D3. Management and Confidential**

The Board of Trustees approved the Consent Agenda items as presented excluding items D.3.b-Management and Confidential-Resignation and D.5-MOU Between CSEA and RHCCD for separate action.

**Motion by Rosaelva Lomeli, second by Vicky Santana.**  
**Final Resolution: Motion Carries**  
**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**  
**The Student Trustee Advisory vote was Yea**

**Disposition for item D.3.b that was pulled for separate action- That the Board of Trustees approve the item pulled from Consent for separate action as outlined.**

The Board of Trustees approved the Consent Agenda item that was pulled for separate action as outlined.

**Motion by Gary Mendez, second by Vicky Santana.**  
**Final Resolution: Motion Carries**  
**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**  
**The Student Trustee Advisory vote was Yea**

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### **D4. Unrepresented (AP 7130), 2020-2021**

Resolution: That the Board of Trustees approve the consent items as outlined.

The Board of Trustees approved the Consent Agenda items as presented excluding items D.3.b-Management and Confidential -Resignation and D.5-MOU Between CSEA and RHCCD for separate action.

**Motion by Rosaelva Lomeli, second by Vicky Santana.**  
**Final Resolution: Motion Carries**  
**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**  
**The Student Trustee Advisory vote was Yea**

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**D5. Memorandum of Understanding (MOU) Between California School Employees Association (CSEA) and its Chapter 477 and Rio Hondo Community College District-August 27, 2020**  
**FOR ITEM D.5-That the Board of Trustees approve the item pulled from Consent for separate action as outlined.**

**Motion by Gary Mendez, second by Rosaelva Lomeli.**  
**Final Resolution: Motion Carries**  
**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**  
**The Student Trustee Advisory vote was Yea**

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**D6. Memorandum of Understanding (MOU) Between Rio Hondo College Faculty Association (RHCFA) and Rio Hondo Community College District-September 21, 2020**

Resolution: That the Board of Trustees ratify the MOU with RHCFA, dated September 21, 2020, as submitted.

The Board of Trustees approved the Consent Agenda items as presented excluding items D.3.b-Management and Confidential -Resignation and D.5-MOU Between CSEA and RHCCD for separate action.

**Motion by Rosaelva Lomeli, second by Vicky Santana.**  
**Final Resolution: Motion Carries**  
**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**

## **The Student Trustee Advisory vote was Yea**

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### **E. ACTION ITEMS - FINANCE & BUSINESS**

#### **E1. ADDENDUM - Appointment or Reappointment to Rio Hondo College Citizens Oversight Committee**

The Board of Trustees affirmed the appointment of Rocio Parra as a new member of the Citizens Oversight Committee as outlined.

**Motion by Vicky Santana, second by Rosaelva Lomeli.**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**

**The Student Trustee Advisory vote was Yea**

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#### **E2. Approve Vote Center Facility Use Agreement : Los Angeles County Registrar-Recorder/County Clerk**

The Board of Trustees approved the Agreement with Los Angeles County Registrar-Recorder/County Clerk as described above and authorize the Administration to execute appropriate documents on behalf of the District.

**Motion by Rosaelva Lomeli, second by Gary Mendez.**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**

**The Student Trustee Advisory vote was Yea**

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#### **E3. Approve Agreement : NSF S-STEM STARRS 2.0 Project-CSU Fullerton Auxiliary Services Corporation on behalf of California State University Fullerton**

The Board of Trustees approved the Agreement with CSUF-ASC as described below and authorize the Administration to execute appropriate documents on behalf of the District.

**Motion by Rosaelva Lomeli, second by Gary Mendez.**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**

**The Student Trustee Advisory vote was Yea**

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#### **E4. Approve Acceptance of Grant : Award No. P0315200265: Title V: Developing Hispanic Institutions Program: U.S. Department of Education**

The Board of Trustees approved acceptance of the grant funding from the US Department of Education for Award No. P0315200265 as described below and authorize the Administration to execute appropriate documents on behalf of the District.

**Motion by Gary Mendez, second by Rosaelva Lomeli.**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**

**The Student Trustee Advisory vote was Yea**

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#### **E5. Ratification Agreement for Special Tests/Inspection Services-Sprint Wireless Telecommunications Alterations (L Tower Building): John R. Byerly**

The Board of Trustees ratified the Agreement with John R. Byerly with a not to exceed amount of \$7,552.00 to be paid from Bond Funds and authorize the Administration to execute the appropriate documents on behalf of the District.

**Motion by Gary Mendez, second by Vicky Santana.**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**

**The Student Trustee Advisory vote was Yea**

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**E6. Additional Fees for "L" Tower Seismic Upgrade Project – Division of the State Architect (DSA) Inspections Services–Massadi Enterprises, Inc**

The Board of Trustees authorized an increase to the contract value of Massadi Enterprises, Inc., for additional DSA inspection services in the amount not to exceed \$216,600.00 for a revised accumulative contract amount of \$725,200.00 from Bond Funds and authorized the Administration to execute the appropriate documents on behalf of the District.

**Motion by Gary Mendez, second by Vicky Santana.**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**

**The Student Trustee Advisory vote was Yea**

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**E7. Approve Acceptance of Grant : Award No. S423A200117: Supporting Effective Educator Development (SEED) Program: U.S. Department of Education**

The Board of Trustees approved acceptance of the grant funding from the US Department of Education for Award No. S423A200117 as described and authorized the Administration to execute appropriate documents on behalf of the District.

**Motion by Rosaelva Lomeli, second by Vicky Santana.**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**

**The Student Trustee Advisory vote was Yea**

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**E8. Ratification of Master Agreement No. H-708753 : Supportive and/or Housing Services-County of Los Angeles**

The Board of Trustees ratified the Master Agreement No. H-708753 with the County of Los Angeles and authorized the Administration to execute the appropriate documents on behalf of the District.

**Motion by Gary Mendez, second by Rosaelva Lomeli.**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**

**The Student Trustee Abstained**

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**F. ACTION ITEMS-PRESIDENT'S OFFICE**

**F1. Adoption of Resolution in Support of Proposition 15**





**BOARD RESOLUTION TO SUPPORT PROPOSITION 15, THE “SCHOOLS AND COMMUNITIES FIRST INITIATIVE”**

WHEREAS, for decades, K-14 educational institutions in California have experienced underinvestment contributing to fewer services and resources for students; and

WHEREAS, the lack of adequate local funding is the result of an inequitable tax system in which corporations and wealthy investors do not pay their fair share in property taxes; and

WHEREAS, loopholes in California's property tax system allows a fraction of major commercial and industrial properties to avoid regular reassessment; and

WHEREAS, these loopholes and tax schemes result in millions of dollars going to corporations and wealthy investors rather than to schools and local communities for essential services; and

WHEREAS, experts estimate that Prop. 15 would reclaim \$12 billion in property tax revenue every year to ensure our schools and communities have the resources to educate all students; and

WHEREAS, Prop. 15 would not affect property taxes for homeowners or renters because the initiative exempts all residential property; and

WHEREAS, academic researchers at the University of Southern California (USC) have identified that the vast majority of the reclaimed revenue will come from just a fraction of large properties; and

WHEREAS, per-pupil funding has declined from the top 10 in the nation to 39<sup>th</sup> and the top ranked state spends \$10,259 more per-pupil to educate their children than California; and

WHEREAS, the measure invests up to \$4 billion annually for schools and community colleges to ensure that our students receive the world-class education they deserve; and

WHEREAS, California should be a leader in innovation by educating the next generation of students to compete in the global economy; and

WHEREAS, Prop. 15 guarantees funding to all K-14 schools, over and above Prop. 98 funding, and follows the local control funding formula in all districts; and

WHEREAS, the measure would provide annual funding for cities, counties, and special districts and would provide revenue for affordable housing, parks, libraries, emergency responders and essential workers, health and human services, and libraries; and

WHEREAS, the measure incentivizes the development of residential units and provides

more funding for communities to invest in affordable housing; and

WHEREAS, the measure provides new tax incentives to spur investment in small businesses by eliminating the business personal property tax on equipment for California's small businesses; and

WHEREAS, the measure levels the playing field for businesses that already pay their fair share in our communities, while exempting small business owners whose property is worth less than \$3 million; and

WHEREAS, in light of the national and state economic crisis precipitated by the COVID-19 global pandemic, California's schools and community colleges require additional revenues for the continued provision of education and services to the students and families of California; now, therefore, be it

RESOLVED, that Río Hondo College Board endorses the School and Communities First Initiative, also known as Prop. 15: California Schools and Local Communities Funding Act of 2020, a measure on the California ballot in November 2020; therefore, be it further

RESOLVED, that the Board of Trustees direct the Superintendent/President to authorize staff to share this resolution with other elected officials as appropriate.

Presented on this 14 of October 2020.

Signed: \_\_\_\_\_  
Oscar Valladares, Board President  
Río Hondo Community College District

Dated: \_\_\_\_\_

Signed: \_\_\_\_\_  
Teresa Dreyfuss, Acting Supt./President  
Río Hondo Community College District

Dated: \_\_\_\_\_

THIS RESOLUTION OF THE RÍO HONDO COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES IS HEREBY PASSED AND ADOPTED THIS 14<sup>th</sup> DAY OF OCTOBER 2020 BY THE FOLLOWING VOTE:

MOVED BY:

SECONDED BY:

AYES:

NOES:

ABSTAIN:

The Board of Trustees adopted the resolution in support of Proposition 15.

**Motion by Vicky Santana, second by Marcela Rodas.**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**

**The Student Trustee Advisory vote was Yea**



## **F2. Adoption of Resolution in Support of Proposition 16**



**BOARD RESOLUTION TO SUPPORT PROPOSITION 16, THE “ALLOWS DIVERSITY AS A FACTOR” LEGISLATIVE CONSTITUTIONAL AMENDMENT**

WHEREAS, the California community colleges are strongly supportive of an inclusive higher education system that reflects the diversity of California, and it is critical for our state's economic future to ensure that all Californians have equal access to higher education regardless of their race, ethnicity, gender, or socioeconomic status;

WHEREAS, the ethnic and racial make-up of California's community colleges track relatively close to the demographics of the state, where 44 percent of California community college students are Latinx, 27 percent are white, 14 percent are Asian-Pacific Islander and 6 percent are Black, while 61 percent of tenured track faculty are white, 15 percent are Latinx, 10 percent are Asian and 6 percent are Black;

WHEREAS, Prop. 16 would repeal Prop. 209 that was passed in 1996, which prohibited public entities in making decisions to award contracts, or to hire employees, or to admit students to higher education institutions influenced by race, ethnicity, gender, or other demographic information, yet research has proven that hiring faculty and staff that reflect the demographics of a student body increases student success and equity; and

WHEREAS, a student is more likely to be academically successful if they have a faculty member who comes from a similar background; and, furthermore, Prop. 16 would allow a community college student's race, sex, ethnicity, or national origin to be weighed in admissions decisions in transferring to a CSU or UC, allowing students who experience unique hurdles and challenges to be given additional preference; and

WHEREAS, Prop. 16 would permit students, regardless of race, sex, ethnicity, or national origin, to access social and economic opportunities to achieve their highest potential; and

WHEREAS, the Board of Trustees unanimously passed a board resolution at the June 10, 2020 board meeting to support ACA-5, which put Prop. 16 on the ballot as a means of replenishing a pipeline of candidates of color for faculty, classified leadership, and administrative positions; therefore, be it

RESOLVED, that Rio Hondo College urges voters to support Prop. 16, which would permit students, regardless of sex, race, ethnicity, or national origin, to access social and economic opportunities to achieve their highest potential; therefore, be it further

RESOLVED, that Rio Hondo College urges the passage of Proposition 16 which would

characteristics such as sex, race, ethnicity, and national origin when making decisions on how best to support local communities; therefore, be it further

RESOLVED, that the Board of Trustees direct the Superintendent/President to authorize staff to share this resolution with other elected officials as appropriate.

Presented on this 14th of October 2020.

Signed: \_\_\_\_\_  
Oscar Valladares, Board President  
Río Hondo Community College District

Dated: \_\_\_\_\_

Signed: \_\_\_\_\_  
Teresa Dreyfuss, Acting Supt./President  
Río Hondo Community College District

Dated: \_\_\_\_\_

THIS RESOLUTION OF THE RÍO HONDO COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES IS HEREBY PASSED AND ADOPTED THIS 14<sup>th</sup> DAY OF OCTOBER 2020 BY THE FOLLOWING VOTE:

MOVED BY:

SECONDED BY:

AYES:

NOES:

ABSTAIN:

The Board of Trustees adopted the resolution in support of Proposition 16.

**Motion by Gary Mendez, second by Vicky Santana.**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**

**The Student Trustee Advisory vote was Yea**

**F3. Adoption of Resolution Calling for a Special Election to fill the vacancy in Trustee Area 1, El Monte**



**BOARD RESOLUTION TO APPROVE SPECIAL ELECTION TO FILL BOARD VACANCY IN TRUSTEE AREA 1**

WHEREAS, at the July 8, 2020 regular board meeting, former Trustee Norma E Garcia submitted her resignation letter, announcing her decision to step down from her position as Trustee for Area 1; and

WHEREAS, at the August 19, 2020 special board meeting, the Board decided to pursue the appointment process in an attempt to fill the vacancy via provisional appointment; and

WHEREAS, the Board directed the College to solicit applications for the appointment during approximately a two-week period between August 20, 2020 and September 3, 2020; and

WHEREAS, at the September 9, 2020 regular board meeting, the Board decided to interview all five appointment candidates who were deemed eligible; and

WHEREAS, at the September 23, 2020 special board meeting, the Board conducted interviews of all five appointment candidates, publicly deliberated on the candidates, but did not reach consensus to appoint any one of the five candidates; and

WHEREAS, at the September 23, 2020 special board meeting, the Board voted unanimously to approve a special election to fill the vacancy in Area 1; and

WHEREAS, staff communicated this decision to the Los Angeles County Registrar Recorder/County Clerk's (RR/CC) Office and the Los Angeles County Office of Education (LACOE) on September 24, 2020; and

WHEREAS, representatives from both the RR/CC and LACOE advised staff that a board resolution to approve the special election was needed to begin the process of preparing for the special election; and


WHEREAS, having a special election as soon as legally possible will enable the residents of Area 1 to have direct representation on the Board; and

WHEREAS, this board resolution communicates to Area 1, the Rio Hondo Community College District, and the surrounding areas that the Board is resolute in filling this vacancy as soon as possible; and; now therefore, be it

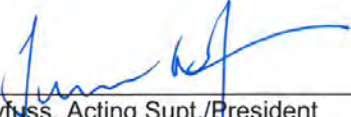
RESOLVED, that Rio Hondo College Board approves this resolution for a special election to fill the vacancy in Area 1; therefore, be it further

RESOLVED, that the Board of Trustees direct the Superintendent/President to authorize staff to share this resolution with other elected officials and public agencies as appropriate.

Presented on this 14 of October 2020.

Signed:   
Oscar Valladares, Board President  
Río Hondo Community College District

Dated: 10/14/2020

Signed:   
Teresa Dreyfuss, Acting Supt./President  
Río Hondo Community College District

Dated: 10/14/2020

THIS RESOLUTION OF THE RÍO HONDO COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES IS HEREBY PASSED AND ADOPTED THIS 14<sup>th</sup> DAY OF OCTOBER 2020 BY THE FOLLOWING VOTE:

MOVED BY:

SECONDED BY:

AYES:

NOES:

ABSTAIN:

The Board of Trustees adopted the resolution calling for a Special Election in March 2021 to fill the vacancy in Trustee Area 1, El Monte and directed staff to notify and file documentation with the Los Angeles County Registrar/Recorder's Office and the Los Angeles County Office of Education (LACOE).

**Motion by Vicky Santana, second by Gary Mendez.**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**

**The Student Trustee Advisory vote was Yea**

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#### **F4. Revision of Board Policy (BP) 4235-Credit for Prior Learning (First Reading)**

The Board of Trustees approved Board Policy 4235-Credit for Prior Learning for first reading.

**Motion by Gary Mendez, second by Vicky Santana.**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**

**The Student Trustee Advisory vote was Yea**

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#### **F5. Revision of Board Policy (BP) 4245-Academic Rank (First Reading)**

The Board of Trustees approved Board Policy 4245-Academic Rank for first reading.

**Motion by Vicky Santana, second by Rosaelva Lomeli.**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**

**The Student Trustee Advisory vote was Yea**

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### **G. INFORMATION ITEMS**

G1. Revision of Administrative Procedure (AP) 4105-Distance Education

G2. Revision of Administrative Procedure (AP) 4235-Credit for Prior Learning

G3. Revision of Administrative Procedure (AP) 4245-Academic Rank

G4. Revision of Administrative Procedure (AP) 7211-Faculty Service Area Minimum Qualification and Equivalency

G5. Career & Technical Education Two-Year Program Review Summary (2019-2020)

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### **H. DISCUSSION ITEMS/NEW BUSINESS FROM THE BOARD**

Trustee Mendez reported that it would be desirable to have a brief presentation on grants the district has secured and will seek in the coming year.

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### **I. STAFF & BOARD REPORTS**

#### **I2. Presidents of RHCFA, Academic Senate, CSEA, ASRHC, Vice President of Academic Affairs, and the Representative from Student Services Oral Reports (3 minutes each)**

**RHCFA**-President Rudy Rios thanked the board for bringing back Acting President Dreyfuss. Faculty are working very hard remotely.

**Academic Senate** - Dr. Kevin Smith thanked Acting President Dreyfuss for reinstating the FLEX Coordinator. He is also glad to see movement resuming on recruitments. He will be meeting next week with Acting President Dreyfuss, Gita Runkle and Sandra Hernandez to discuss ideas on improving campus morale.

**CSEA**-President Sandra Hernandez thanked the Board for approving the MOU with the District. RHC is taking monumental steps to ensure the health and safety of its employees during the pandemic. CSEA is now going through the ratification process. She also reported that the sanitizing backpack have been on back order and while we do not have a contractor protocol in place, the District has been very responsive to reported cases. She added one last point that perhaps the Board consider appointing a trades person to the COC. That would be beneficial to the bond projects.

**ASRHC** -President Jason Reyes reported that it was National Coming Out Day. He also shared that the ASRHC is working on action plans to provide assistance to students to help them with needed equipment and software for specialized programs such as graphic designs, CADD and Accounting. Once the plan is approved they will be reaching out to the

Academic Deans for assistance. Chromebooks are still available and the requisition for additional have been processed. Please be aware that there are fake ballot boxes being place in the communities. Utilize the official ballot boxes to deposit your votes. The deadline for UC Applications is tomorrow.

**Student Trustee Rodas** - Reported that she met with President Dreyfuss regarding CARES Act funds. She also requested that the Board reinstate the chat feature during Board meetings to promote more transparency. There may be an issue of non-compliance with the ADA.

**Student Services Report** - Dr. Melba Castro reported shared the upcoming events in Student Services including UndocuStudents Week of Action next week. Links will be sent out to all as a fundraising goal set for this year is \$10,000.

**President Dreyfuss** - Reported that Pinner Construction canceled the meeting we had scheduled for next week, however, we are making progress in finding a resolution.

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## **12. Board of Trustees Communication, Professional Development & Activities Reporting (3 minutes each)**

**Trustee Mendez** - Thank you for mentioning Indigenous People's Day that acknowledges so many. It would be desirable to hold a session soon with the student government. He recently had lunch with ASRHC Exec. We also need to look into opening up parking areas for free wi-fi access. We need to institutionalize Prop 16 hopefully, after passage on November 3rd. We also need to update our PLA to reflect changes due to the pandemic. Also, Happy Dia De Los Muertos Day!

**Trustee Santana** - Thank you Dr. Castro for the Student Services update. Trustee Santana reported that she received a call from a reporter and wanted to remind her Board colleagues that as Trustees the Board Members should not get in the way of college operations. She requested that a study session be held to discuss the role of the Board President. She also requested evidence regarding the authorized \$9.5 million transfer of funds to the Bookstore account.

**Trustee Lomeli** - Shared if members of the media are trying to reach the Board President and are not able to do so, she is available and will respond. If other Trustees are contacted for media inquiries they can be referred to her for follow up. Congratulations to the Women's Soccer Team! She also hosted a successful food drive co-sponsored by Lisa Calderon along with the City Council of South El Monte distributing over 300 food boxes. Those who assisted in the event included Mayor Gloria Olmos, Manny Acosta. Hector Delgado, Gracie Retamoza and Richard Angel.

**Trustee Valladares** - Echoed comments to staff for all their hard work over these difficult months. Thank you to Acting Superintendent/President Dreyfuss for her work on the 20-21 budget and he looks forward to the presentation at the next Study Session on October 28, 2020. Also, as a reminder about the College hosting a voting center in Conjunction with the LA County Registrar Recorder's Office. This is another example of Rio Hondo College providing access to the community. Vote on November 3, 2020.

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## **13. Academic Senate Minutes (For Perusal)**

No minutes were submitted.

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## **J. CLOSED SESSION**

After reading the items aloud to be presented in Closed Session, the meeting was recessed to Closed Session at 7:30PM.

The meeting was reconvened at 9:52PM and Counsel reported the following from Closed session:

### **J1. CONFERENCE WITH UNREPRESENTED EMPLOYEES—Pursuant to Section 54957.6(a); Agency Designated Representative: Teresa Dreyfuss, Acting Superintendent/President, Employee Organization: Management/Confidential and Vice Presidents**

Staff made a report, the board provided direction, no further action was taken.

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### **J2. CONFERENCE WITH LEGAL COUNSEL—Pursuant to Section 54956.9: Anticipated Litigation (3 Cases)- Significant exposure to litigation pursuant to paragraphs 2 and 3 of subdivision (d) of Section 54956.9**



Staff made a report, the board provided direction, no further action was taken.

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## **K. ADJOURNMENT**

### **K1. Adjournment of Board Meeting**

#### **Motion by Vicky Santana, second by Rosaelva Lomeli.**

Trustee Mendez amended the original motion to adjourn in memory of Supreme Court Justice Ruth Bader Ginsberg.

#### **Final Resolution: Motion Carries**

**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**

The meeting was adjourned at 9:54PM in memory of Supreme Court Justice Ruth Bader Ginsberg who recently passed away from cancer.

### **K2. Special Meeting/Study Session–Wednesday, October 28, 2020, 6:00 PM**

### **K3. Regular Board Meeting–Scheduled for Wednesday, November 11, 2020, 6:00 PM**



**RIO HONDO COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES  
Regular Board Meeting, 6:00PM  
Wednesday, November 11, 2020  
\*Generated via Board Docs\***

**OPENING ITEMS**

**A1. Call to Order-6:00PM**

**A2. Roll Call**

Board President Oscar Valladares called the meeting to order at 6:00PM

**Members Present**

Gary Mendez(via Zoom), Oscar Valladares (Presiding), Rosaelva Lomeli, and Student Trustee Rodas (Via Zoom)

**Members Absent**

Trustee Santana (Excused)  
Trustee Area 1 is currently vacant.

**Staff Members Present**

Teresa Dreyfuss, Acting, Superintendent/President  
Dr. Laura Ramirez, Vice President, Academic Affairs  
Stephen Kibui, Vice President, Finance & Business  
Jason Reyes, President, ASRHC (via Zoom)  
Sandra Hernandez, President, CSEA (via Zoom)  
Dr. Kevin Smith, President, Academic Senate (via Zoom)  
Rudy Rios, President, RHCFA (via Zoom)  
Renee Gallegos (Board Docs Moderator and Recorder)  
Angie Tomasich (Zoom Moderator)  
Eric Tellez (Audio Video Technician)

**A3. Pledge of Allegiance**

Mr. Walt Allen led the pledge of allegiance.

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**A4. Approval of Minutes Special Mtg.-10/5/2020**

That the Board of Trustees approve the Minutes of 10/5/2020 as presented.

**Motion by Rosaelva Lomeli, second by Gary Mendez**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli**

**The Student Trustee Advisory Vote was Yea**

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**A5. Approval of Minutes Regular Mtg.-10/14/2020**

That the Board of Trustees approve the Minutes of 10/14/20 as presented. The Student Trustee Advisory Vote was Yea.

**Motion by Gary Mendez, second by Rosaelva Lomeli**  
**Final Resolution: Motion Carries**  
**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli**  
**The Student Trustee Advisory Vote was Yea**

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**A6. Approval of Minutes Special Mtg.-10/28/2020**

That the Board of Trustees approve the Minutes of 10/28/20 as presented. The Student Trustee Advisory Vote was Yea.

**Motion by Gary Mendez, second by Rosaelva Lomeli**  
**Final Resolution: Motion Carries**  
**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli**  
**The Student Trustee Advisory Vote was Yea**

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**A7. Open Communication for Public Comment-No Public comments were made.**

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**A8. Superintendent's Report**

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**B1. Commendations-Academic Rank (27 Spring 2020 Recipients)**

Professor

ANDERSON, Kenneth - Communications and Languages  
DIXON, Scott - Behavioral and Social Sciences  
GOTTLIEB, Karen D. - Health Sciences and Nursing  
KARMIRYAN, Ruzanna - Behavioral and Social Sciences  
LINDY, David - Career and Technical Education  
MORA, Juana - Behavioral and Social Sciences  
VALDIVIA, Irma - Behavioral and Social Sciences

Associate Professor

ARROYO, Jose - Disabled Students Programs and Services  
CHAUNDRY, Amtul Mujeeb - Mathematics, Sciences and Engineering  
GARDOS, Alexander - Arts and Cultural Programs  
HUGHES, Sean M. - Career and Technical Education  
TRUONG, Irene - Library  
VALLADARES, Diana - Counseling

Assistant Professor

SMITH CANDIDA, Celestine - Communications and Languages  
IRWIN, Erin - Mathematics, Sciences and Engineering  
FLORES, Julio Rene - Counseling  
LARA, Jose Alfonso - Counseling  
MUIR, Russell - Kinesiology, Dance and Athletics  
RAMIREZ, Claudia - Mathematics, Sciences and Engineering  
RAMIREZ, Elizabeth - Counseling  
ROMERO-MORALES, Maria - Behavioral and Social Sciences  
RYAN, Mutsuno - Mathematics, Sciences and Engineering

SMITH, Stephen - Kinesiology, Dance and Athletics  
STEVENS-GANDARA, Erin Miyo - Arts and Cultural Programs  
VACA, Christian - Mathematics, Sciences and Engineering  
VILLANUEVA, Viviana - Counseling  
WAUGH, Christine - Counseling

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## **C1. PRESENTATION**

### **1. Update on CARES Act Funding - Michaela Brehm, Director of Grant Development & Management**

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## **D. CONSTRUCTION UPDATE**

### **1. Construction Update-Del Terra, Program Manager**

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## **E. CONSENT ITEMS - FINANCE & BUSINESS**

### **E1. General Consent Items (Requires one vote by the Board of Trustees) on All Consent Agenda Items**

Resolution: That the Board of Trustees approve the Consent Agenda items as presented.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Gary Mendez, second by Rosaelva Lomeli**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli**

**The Student Trustee Advisory Vote was Yea**

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### **E2. Finance & Business Reports-Purchase Order Report**

Resolution: That the Board of Trustees approve the Consent Agenda item as presented.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Gary Mendez, second by Rosaelva Lomeli**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli**

**The Student Trustee Advisory Vote was Yea**

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### **E3. Finance & Business Reports-Payroll Warrant Report**

Resolution: That the Board of Trustees approve the Consent Agenda item as presented.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Gary Mendez, second by Rosaelva Lomeli**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli**

## **The Student Trustee Advisory Vote was Yea**

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### **E4. Finance & Business Reports - CCFS-311Q Quarterly Report**

Resolution: That the Board of Trustees approve the Consent Agenda item as presented.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Gary Mendez, second by Rosaelva Lomeli**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli**

**The Student Trustee Advisory Vote was Yea**

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### **E5. AMENDMENT - Authorization for Out of State Travel & Conferences (Previously approved incorrect location)**

Resolution: That the Board of Trustees approve the Out of State Travel and Conferences Consent Agenda item as presented.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Gary Mendez, second by Rosaelva Lomeli**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli**

**The Student Trustee Advisory Vote was Yea**

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### **E6. AMENDED - Auxiliary Services Organization Board of Directors–2020-2021**

Resolution: That the Board of Trustees approve the members of the Auxiliary Services Board of Directors for the 2020/2021 school year as presented.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Gary Mendez, second by Rosaelva Lomeli**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli**

**The Student Trustee Advisory Vote was Yea**

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### **E7. Agreement - 2021 Chancellor's Office Tax Offset Program (COTOP)**

Resolution: That the Board of Trustees approve the 2021 Chancellor's Office Tax Offset Program (COTOP) Agreement and authorize the Administration to execute appropriate documents on behalf of the District.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Gary Mendez, second by Rosaelva Lomeli**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli**

**The Student Trustee Advisory Vote was Yea**

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### **E8. Acceptance of Donation : Ambulance - City of Downey**

Resolution: That the Board of Trustees accept the donation from the City of Downey as described and authorize the Administration to execute appropriate documents on behalf of the District.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Gary Mendez, second by Rosaelva Lomeli**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli**

**The Student Trustee Advisory Vote was Yea**

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### **E9. Approve Acceptance of Nursing Scholarships/Student: First Response Fund-Foundation for California Community Colleges**

Resolution: That the Board of Trustees approve acceptance of the Grant from the Foundation for California Community Colleges as described below and authorize the Administration to execute appropriate documents on behalf of the District.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Gary Mendez, second by Rosaelva Lomeli**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli**

**The Student Trustee Advisory Vote was Yea**

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### **E10. Approve 3rd Extension to Application Subscription Program (ASP) Agreement: TouchNet Information Systems, Inc.**

Resolution: That the Board of Trustees approve 3rd Extension to Application Subscription Program (ASP) Agreement with TouchNet Information systems, Inc. for a total not to exceed amount of \$183,405.00 to be paid from General Funds and authorize the Administration to execute the appropriate documents on behalf of the District.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Gary Mendez, second by Rosaelva Lomeli**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli**

**The Student Trustee Advisory Vote was Yea**

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### **11. Approve Amendment No. 2 to Memorandum of Agreement : Classroom Based Programs: Career Training Solutions**

Resolution: That the Board of Trustees approve Amendment No. 2 to MOA with Career Training Solutions LLC as presented below and authorize Administration to execute the appropriate documents on behalf of the District.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Gary Mendez, second by Rosaelva Lomeli**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli**  
**The Student Trustee Advisory Vote was Yea**

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**E12. Acceptance of Donation - Non-Serviceable Firefighting Equipment**

Resolution: That the Board of Trustees accept the donation from United States Forest Service, Santa Fe Springs Fire Department, Downey Fire Department, San Gabriel Fire Department, Vernon Fire Department, South Pasadena Fire Department, La Verne Fire Department and Borrego Springs Fire Department as described below and authorize the Administration to execute appropriate documents on behalf of the District.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Gary Mendez, second by Rosaelva Lomeli**  
**Final Resolution: Motion Carries**  
**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli**  
**The Student Trustee Advisory Vote was Yea**

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**E13. Acceptance of Donation - City of Vernon Fire Department**

Resolution: That the Board of Trustees accept the donation from the City of Vernon Fire Department as described below and authorize the Administration to execute appropriate documents on behalf of the District.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Gary Mendez, second by Rosaelva Lomeli**  
**Final Resolution: Motion Carries**  
**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli**  
**The Student Trustee Advisory Vote was Yea**

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**E14. Approve Addendum 2 to Agreement : Portal Access for CliftonStrengths–Gallup, Inc.**

Resolution: That the Board of Trustees approve the Addendum 2 with Gallup, Inc. as presented below and authorize Administration to execute the appropriate documents on behalf of the District.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Gary Mendez, second by Rosaelva Lomeli**  
**Final Resolution: Motion Carries**  
**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli**  
**The Student Trustee Advisory Vote was Yea**

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**E15. Amendment No. 1 to Agreement: Phlebotomy Technician Certification Course-  
Phlebotomy Training Specialists CA LLC**

Resolution: That the Board of Trustees approve Amendment No. 1 to the Agreement with Phlebotomy Training Specialists CA LLC as presented below and authorize Administration to execute the appropriate documents on behalf of the District.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Gary Mendez, second by Rosaelva Lomeli**  
**Final Resolution: Motion Carries**  
**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli**  
**The Student Trustee Advisory Vote was Yea**

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**E16. Approve MOU for Dual Enrollment Program : Assurance Learning Academy**

Resolution: That the Board of Trustees approves the MOU with Assurance Learning Academy as summarized and authorize the Administration to execute appropriate documents on behalf of the District.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Gary Mendez, second by Rosaelva Lomeli**  
**Final Resolution: Motion Carries**  
**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli**  
**The Student Trustee Advisory Vote was Yea**

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**E17. Approve Agreement : Science Tunnel Hot Water Piping Repair-Johnson Controls, Inc.**

Resolution: That the Board of Trustees approve the Agreement with Johnson Controls, Inc. as described below and authorize the Administration to execute appropriate documents on behalf of the District.

That the Board of Trustees approve the Consent Agenda items as presented. The Student Trustee Advisory Vote was Yea.

**Motion by Gary Mendez, second by Rosaelva Lomeli**  
**Final Resolution: Motion Carries**  
**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli**  
**The Student Trustee Advisory Vote was Yea**

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**E18. Approve Memorandum of Understanding: Grant Completion Support–Foothill De Anza Community College District on behalf of California Virtual Campus-Online Education Initiative (CVC-OEI)**

Resolution: That the Board of Trustees approve the MOU with Foothill De Anza Community College District as described and authorize the Administration to execute appropriate documents on behalf of the District.

That the Board of Trustees approve the Consent Agenda items as presented. The Student Trustee Advisory Vote was Yea.

**Motion by Gary Mendez, second by Rosaelva Lomeli**  
**Final Resolution: Motion Carries**  
**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli**  
**The Student Trustee Advisory Vote was Yea**

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**E19. Consultants**

Resolution: That the Board of Trustees approve the Consultants Consent Agenda item as presented.



That the Board of Trustees approve the Consent Agenda items as presented.

**Motion by Gary Mendez, second by Rosaelva Lomeli**  
**Final Resolution: Motion Carries**  
**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli**  
**The Student Trustee Advisory Vote was Yea**

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## **F. CONSENT ITEMS-ACADEMIC AFFAIRS**

### **F1. Curriculum Agenda**

Resolution: That the Board of Trustees approve the curriculum items as listed.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Gary Mendez, second by Rosaelva Lomeli**  
**Final Resolution: Motion Carries**  
**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli**  
**The Student Trustee Advisory Vote was Yea**

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## **G. CONSENT ITEMS-HUMAN RESOURCES (PERSONNEL)**

### **G1. Academic**

Resolution: That the Board of Trustees approve the consent items as outlined.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Gary Mendez, second by Rosaelva Lomeli**  
**Final Resolution: Motion Carries**  
**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli**  
**The Student Trustee Advisory Vote was Yea**

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### **G2. Classified**

Resolution: That the Board of Trustees approve the consent items as outlined.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Gary Mendez, second by Rosaelva Lomeli**  
**Final Resolution: Motion Carries**  
**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli**  
**The Student Trustee Advisory Vote was Yea**

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### **G3. Management and Confidential**

Resolution: That the Board of Trustees approve the consent item as outlined.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Gary Mendez, second by Rosaelva Lomeli**  
**Final Resolution: Motion Carries**  
**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli**  
**The Student Trustee Advisory Vote was Yea**

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#### **G4. Unrepresented (AP 7130), 2020-2021**

Resolution: That the Board of Trustees approve the consent items as outlined.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Gary Mendez, second by Rosaelva Lomeli**  
**Final Resolution: Motion Carries**  
**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli**  
**The Student Trustee Advisory Vote was Yea**

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#### **G5. Memorandum of Understanding (MOU) Between California School Employees Association (CSEA) and its Chapter 477 and Rio Hondo Community College District-October 21, 2020**

Resolution: That the Board of Trustees ratify the MOU with CSEA Chapter 477, dated October 21, 2020, as submitted.

The Board of Trustees ratified the MOU with CSEA Chapter 477, dated October 21, 2020, as submitted.

**Motion by Gary Mendez, second by Rosaelva Lomeli**  
**Final Resolution: Motion Carries**  
**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli**  
**The Student Trustee Advisory Vote was Yea**

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### **H. ACTION ITEMS - FINANCE & BUSINESS**

#### **H1. 2020-2021 Wage Increase–Management/Confidentials and Vice-Presidents**

The Board of Trustees approved the 1% salary increase to current members of the Rio Hondo College Management/Confidentials and Vice Presidents as outlined and authorize the Administration to execute the appropriate documents on behalf of the District.

**Motion by Rosaelva Lomeli, second by Gary Mendez**  
**Final Resolution: Motion Carries**  
**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli**  
**The Student Trustee Advisory Vote was Yea**

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#### **H2. Approve Agreement: SkillMill Catalog – Desert Community College District (College of the Desert)**

The Board of Trustees approved the Agreement with College of the Desert as described and authorize the Administration to execute appropriate documents on behalf of the District.

**Motion by Gary Mendez, second by Rosaelva Lomeli**  
**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli**  
**The Student Trustee Advisory Vote was Yea**

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### **H3. Construction/Program Management Services – L Tower Seismic Upgrade Project Phase 1-Del Terra Group**

The Board of Trustees approved the contract agreement for Construction/Program Management Services related to the L Tower Seismic Upgrade Project Phase 1 in the estimated amount of \$899,600. and authorizes the College Administration to execute the appropriate Documents on behalf of the District.

**Motion by Gary Mendez, second by Rosaelva Lomeli**  
**Final Resolution: Motion Carries**  
**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli**  
**The Student Trustee Advisory Vote was Yea**

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### **I. ACTION ITEMS - PRESIDENT'S OFFICE**

#### **I1. Revision of Board Policy (BP) 4235-Credit for Prior Learning (Second Reading/Final Adoption)**

The Board of Trustees approved Board Policy 4235 - Credit for Prior Learning for Second Reading/Final Adoption.

**Motion by Gary Mendez, second by Rosaelva Lomeli**  
**Final Resolution: Motion Carries**  
**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli**  
**The Student Trustee Advisory Vote was Yea**

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#### **I2. Revision of Board Policy (BP) 4245-Academic Rank (Second Reading/Final Adoption)**

The Board of Trustees approved Board Policy 4245-Academic Rank for Second Reading/Final Adoption.

**Motion by Gary Mendez, second by Rosaelva Lomeli**  
**Final Resolution: Motion Carries**  
**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli**  
**The Student Trustee Advisory Vote was Yea**

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#### **I3. Revision of Board Policy (BP) 2330-Quorum and Voting (First Reading)**

The Board of Trustees approved Board Policy 2330-Quorum and Voting for first reading.

**Motion by Rosaelva Lomeli, second by Gary Mendez**  
**Final Resolution: Motion Carries**  
**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli**  
**The Student Trustee Advisory Vote was Yea**

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#### **I4. Revision of Board Policy (BP) 3550-Drug Free Environment and Drug Prevention Program (First Reading)**

The Board of Trustees approved Board Policy 3550-Drug Free Environment and Drug Prevention Program for first reading.

**Motion by Gary Mendez, second by Rosaelva Lomeli**  
**Final Resolution: Motion Carries**  
**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli**  
**The Student Trustee Advisory Vote was Yea**

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**15. Revision of Board Policy (BP) 3900-Speech: Time, Place, and Manner (First Reading)**

The Board of Trustees approved Board Policy 3900-Speech: Time, Place, and Manner for first reading.

**Motion by Gary Mendez, second by Rosaelva Lomeli**  
**Final Resolution: Motion Carries**  
**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli**  
**The Student Trustee Advisory Vote was Yea**

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**16. Revision of Board Policy (BP) 4100-Graduation Requirements for Degrees and Certificates (First Reading)**

The Board of Trustees approved Board Policy 4100-Graduation Requirements for Degrees and Certificates for first reading.

**Motion by Rosaelva Lomeli, second by Gary Mendez.**  
**Final Resolution: Motion Carries**  
**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli**  
**The Student Trustee Advisory Vote was Yea**

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**17. Revision of Board Policy (BP) 3250-Institutional Planning (First Reading)**

The Board of Trustees approved Board Policy 3250-Institutional Planning for first reading.

**Motion by Gary Mendez, second by Rosaelva Lomeli**  
**Final Resolution: Motion Carries**  
**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli**  
**The Student Trustee Advisory Vote was Yea**

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**18. Revision of Board Policy (BP) 6800-Occupational Safety (First Reading)**

The Board of Trustees approved Board Policy 6800-Occupational Safety for first reading.

**Motion by Gary Mendez, second by Rosaelva Lomeli**  
**Final Resolution: Motion Carries**  
**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli**  
**The Student Trustee Advisory Vote was Yea**

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**J. INFORMATION ITEMS**

**J1. Revision of Administrative Procedure (AP) 4100-Graduation Requirements**

## **J2. Revision of Administrative Procedure (AP) 3550-Drug Free Environment and Drug Prevention Program**

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### **K. DISCUSSION ITEMS/NEW BUSINESS FROM THE BOARD**

Trustee Mendez requested that in the future the Board entertain a Resolution recognizing students who are first responders and essential workers. For example, Wildland Fire Crew 77 and when they are out on duty that the flags in the lower quad be lowered to half staff as a symbolic gesture of support.

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### **L. BOARD PROFESSIONAL DEVELOPMENT/ACTIVITY REPORTING & BOARD CALENDAR**

#### **L1. Board of Trustees Communication & Professional Development Reporting**

#### **L2. Board of Trustees Calendar 20-21**

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### **M. STAFF & BOARD REPORTS**

**M1. Presidents of RHCFA, Academic Senate, CSEA, ASRHC, Vice Presidents of Academic Affairs, Finance and Business, and the Representative from Student Services Oral Reports (3 minutes each)**

#### **2. Academic Senate Minutes (3 Sets For Perusal)**

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### **N. CLOSED SESSION**

The meeting was recessed to Closed Session at 7:27PM after a five-minute break. The meeting was reconvened at 9:32PM and Counsel reported the following:

With the three members present the following action was taken in closed session.

#### **N1. PUBLIC EMPLOYEE EMPLOYMENT-Pursuant to Section 54957 (6)**

##### **N1. Biology, FT Instructor (Tenure Track)**

The Board of Trustees accepted the Acting Superintendent/President's recommendation to employ Victor Kowalski as a Full time Biology Instructor, Tenure Track.

**Motion by Gary Mendez, second by Rosaelva Lomeli**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli**

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##### **N2. Dean, Behavioral and Social Science**

The Board of Trustees accepted the Acting Superintendent/President's recommendation to employ Adam Wetsman as the Dean of Behavioral and Social Science.

**Motion by Gary Mendez, second by Rosaelva Lomeli**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli**

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### **N3. Director, Financial Aid, Scholarships & Veterans Services**

The Board of Trustees accepted the Acting Superintendent/President's recommendation to employ Donald Gordon as the Director of Financial Aid.

**Motion by Gary Mendez, second by Rosaelva Lomeli**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli**

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### **N4. Executive Director, Human Resources**

The Board of Trustees accepted the Acting Superintendent/President's recommendation to employ Angel Obregon as the Executive Director of Human Resources.

**Motion by Rosaelva Lomeli, second by Gary Mendez**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli**

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### **5. Assistant Dean, Student Equity and RISE Scholars**

The Board of Trustees accepted the Acting Superintendent/President's recommendation to employ Cecilia Rocha, as Assistant Dean, Student Equity and RISE Scholars.

**Motion by Gary Mendez, second by Rosaelva Lomeli**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli**

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### **6. Assistant Dean, Adult Education**

The Board of Trustees accepted the Acting Superintendent/President's recommendation to employ Franciso Suarez as Assistant Dean, Adult Education.

**Motion by Rosaelva Lomeli, second by Gary Mendez**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli**

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### **N2. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE-Pursuant to Section 54957**

**Staff made report, the Board gave direction, no further action.**

**N3. CONFERENCE WITH LEGAL COUNSEL–Pursuant to Section 54956.9: Anticipated Litigation (5 Cases) - Significant exposure to litigation pursuant to paragraphs 2 and 3 of subdivision (d) of Section 54956.9**

**Staff made reports, the Board gave direction, no further action.**

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## **O. ADJOURNMENT**

### **O1. Adjournment of Board Meeting**

**The meeting was adjourned at 9:48PM.**

**O2. Regular Board Meeting – Scheduled for Wednesday, December 9, 2020, 6:00 PM**



**RIO HONDO COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES  
Regular Board Meeting, 6:00PM  
Wednesday, December 9, 2020  
\*Generated via Board Docs\***

**OPENING ITEMS**

**A1. Call to Order-6:00PM**

Board President Oscar Valladares called the meeting to order at 6:00PM

**A2. Roll Call**

**Members Present**

Oscar Valladares (Presiding), Rosaelva Lomeli, Vicky Santana (via Zoom), Gary Mendez.

**Members Absent**

Trustee Area 1 is currently vacant and Student Trustee Rodas was absent.

**Staff Members Present**

Teresa Dreyfuss, Acting, Superintendent/President  
Dr. Laura Ramirez, Vice President of Academic Affairs,  
Stephen Kibui, Vice President, Finance & Business  
Jason Reyes, President, ASRHC (via Zoom)  
Sandra Hernandez, President, CSEA (via Zoom)  
Dr. Kevin Smith, President, Academic Senate (via Zoom)  
Rudy Rios, President, RHCFA (via Zoom)  
Renee Gallegos (Board Docs Moderator and Recorder)  
Angie Tomasich (Zoom Moderator)  
Carlos Monteros (Audio Video Technician)

**A3. Pledge of Allegiance**

Trustee Mendez led the pledge of allegiance.

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**A4. Approval of Minutes Regular Mtg.-11/11/2020**

The Board of Trustees approved the Minutes of 11/11/2020 as presented.

**Motion by Gary Mendez, second by Rosaelva Lomeli.**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**

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**A5. Approval of Minutes Special Mtg.-11/24/2020**

The Board of Trustees approved the Minutes of 11/24/2020 as presented.

**Motion by Gary Mendez, second by Rosaelva Lomeli.**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**

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## **A6. Open Communication for Public Comment**

Dr. Adam Wetsman provided comments and thanked Trustee Mendez for his over 20 years of service to the campus and community.

Mr. Randall Dabbs thanked Trustee Valladares for the nomination to the Citizen's Oversight Committee pending Board Adoption tonight.

No other comments were made.

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## **A7. Superintendent's Report**

Acting Superintendent/President Dreyfuss thanked Trustee Mendez for his service to the District and community.

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## **B1. COMMENDATIONS - Recognition of Trustee Gary Mendez, Trustee Area 4**

Board President Valladares presented Trustee Mendez official certificates of recognition from the following elected officials;

The Honorable Grace Napolitano, Congresswoman  
The Honorable Christina Garcia, CA Assemblymember  
The Honorable Bob Archuleta, CA State Senator  
The Honorable Susan Rubio, CA State Senator  
The Honorable Janice Hahn, LA County Supervisors  
The Honorable Hilda Solis, LA County Supervisors

Along with a District plaque honoring his service to the District. The Board members each provided remarks and wished Trustee Mendez the very best in his future endeavors.

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## **C1. PRESENTATION - Accreditation Update - Dr. Caroline Durdella, Dean, Institutional Research & Planning**

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## **D1. CONSTRUCTION UPDATE - Del Terra, Program Manager**

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## **E1. CONSENT ITEMS - FINANCE & BUSINESS**

General Consent Items (Requires one vote by the Board of Trustees) on All Consent Agenda Items  
Resolution: That the Board of Trustees approve the Consent Agenda items as presented.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Rosaelva Lomeli, second by Gary Mendez.**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**

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## **E2. Finance & Business Reports - Purchase Order Report**

Resolution: That the Board of Trustees approve the Consent Agenda item as presented.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Rosaelva Lomeli, second by Gary Mendez.**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**

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### **E3. Finance & Business Reports - Payroll Warrant Report**

Resolution: That the Board of Trustees approve the Consent Agenda item as presented.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Rosaelva Lomeli, second by Gary Mendez.**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**

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### **E4. Grant Award: Go RIO Program 2020-2021 - City of Pico Rivera**

Resolution: That the Board of Trustees approve this \$2,000.00 Grant from the City of Pico Rivera for the purpose of subsidizing the "GO RIO" program and authorize the Administration to sign the appropriate documents on behalf of the District.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Rosaelva Lomeli, second by Gary Mendez.**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**

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### **E5. Amendment No. 1 to Agreement: Rebuild and Refactor of CTE Articulation Website - SectorPoint, Inc.**

Resolution: That the Board of Trustees approve Amendment No. 1 to the Agreement with SectorPoint Inc. of \$34,867.00 as presented above and authorize Administration to execute the appropriate documents on behalf of the District.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Rosaelva Lomeli, second by Gary Mendez.**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**

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### **E6. Approve Agreement : Preventive Maintenance Services - Schindler Elevator Corporation**

Resolution: That the Board of Trustees approve the Agreement with Schindler Elevator Corporation as described above and authorize the Administration to execute appropriate documents on behalf of the District.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Rosaelva Lomeli, second by Gary Mendez.**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**

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### **E7. Approve Agreement : Enhancement and Development of Tableau Dashboard - Plaid Consulting, Inc.**

Resolution: That the Board of Trustees approve the Agreement with Plaid Consulting, Inc. as described above and authorize the Administration to execute appropriate documents on behalf of the District.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Rosaelva Lomeli, second by Gary Mendez.**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**

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**E8. Approve Agreement : 2021 Online Spring Kids College – Black Rocket Productions LLC**

Resolution: That the Board of Trustees approve the Agreement with BlackRock and authorize the Administration to execute appropriate documents on behalf of the District.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Rosaelva Lomeli, second by Gary Mendez.**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**

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**E9. Approval of Countywide Household Hazardous Waste Collection Program Siting Liability Agreement - County of Los Angeles and County Sanitation District No. 2 of Los Angeles County**

Resolution: That the Board of Trustees approve the Agreement with County and Sanitation District for the Roundup and authorize the Administration to sign the appropriate documents on behalf of the District.

That the Board of Trustees approve the Consent Agenda items as presented.

**Motion by Rosaelva Lomeli, second by Gary Mendez.**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**

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**E10. Acceptance of Donation : Fire Engine - City of Vernon**

Resolution: That the Board of Trustees accept the donation from the City of Vernon as described above and authorize the Administration to execute appropriate documents on behalf of the District.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Rosaelva Lomeli, second by Gary Mendez.**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**

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**E11. AMENDED - Consultants**

Resolution: That the Board of Trustees approve the Consultants Consent Agenda item as presented.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Rosaelva Lomeli, second by Gary Mendez.**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**

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**F. CONSENT ITEMS - ACADEMIC AFFAIRS**

## **F1. Curriculum**

Resolution: That the Board of Trustees approve the curriculum items as listed.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Rosaelva Lomeli, second by Gary Mendez.**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**

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## **G. CONSENT ITEMS - HUMAN RESOURCES (PERSONNEL)**

### **G1. Academic**

Resolution: That the Board of Trustees approve the consent items as outlined.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Rosaelva Lomeli, second by Gary Mendez.**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**

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### **G2. Classified**

Resolution: That the Board of Trustees approve the consent items as outlined.

That the Board of Trustees approved the Consent Agenda items as presented.

**Motion by Rosaelva Lomeli, second by Gary Mendez.**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**

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### **G3. Unrepresented (AP 7130), 2020-2021**

Resolution: That the Board of Trustees approve the consent items as outlined.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Rosaelva Lomeli, second by Gary Mendez.**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**

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## **H. ACTION ITEMS - FINANCE & BUSINESS**

### **H1. AMENDED - Appointment or Reappointment to Rio Hondo College Citizens Oversight Committee**

The Board of Trustees appointed members to the Citizens Oversight Committee as outlined below.

Trustee Rosaelva Lomeli appointed Irma Peniche as a new member and;  
Trustee Oscar Valladares appointed Randall Dabbs as a new member and;  
Trustee Vicky Santana appointed Raquel Torres-Retana as a new member.'

Trustee Gary Mendez deferred his appointments to new Trustee Kristal Orozco.

**Motion by Gary Mendez, second by Rosaelva Lomeli.**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**

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**H2. Resolution No. 120920 Sole Source Procurement: MacBook Pro Computers and AppleCare - Apple, Inc.**

The Board of Trustees approved Resolution No. 120920 finding that it is in the District's best interest the letting of sole source procurement with Apple, Inc. and authorized the Administration to execute the appropriate documents on behalf of the District.

**Motion by Gary Mendez, second by Vicky Santana.**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**

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**H3. Authorize Use of Piggyback Agreement - Los Angeles Community College District Master Agreement No. 40495 : Audiovisual Upgrade of AJ, Fire Academy, and Nursing Program Classrooms - Golden Star Technology Inc. dba GST**

The Board of Trustees authorized the use of Los Angeles Community College District Master Agreement No. 40495 with Golden Star Technology dba GST as described and authorized Administration to execute the appropriate documents on behalf of the District.

**Motion by Rosaelva Lomeli, second by Vicky Santana.**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**

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**H4. Award Informal Bid No. 2077 : New Concrete Floor – Batting Cage Project – FS Contractors. Inc.**

The Board of Trustees approved the Award of Informal Bid No. 2077 to FS Contractor, Inc. to be paid from Capital Outlay Project Fund and authorized the Administration to execute the appropriate documents on behalf of the District.

**Motion by Vicky Santana, second by Rosaelva Lomeli.**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**

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**H5. Approve Contract - Supply and Installation of Fencing & Poles for Batting Cage Project : Innovative Fence, Inc.**

The Board of Trustees approved Contract with Innovative Fence, Inc. as described and authorized the Administration to execute the appropriate documents on behalf of the District.

**Motion by Gary Mendez, second by Rosaelva Lomeli.**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**

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**6. Approve Contract - Supply and Installation of Netting for Batting Cage Project : West Coast Netting**

The Board of Trustees approved Contract with West Coast Netting as described and authorized the Administration to execute the appropriate documents on behalf of the District.

**Motion by Gary Mendez, second by Vicky Santana.**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**

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## **H7. Bid # 2062- Prop 39 HVAC Modernization Project - Deductive Change Order #1- Key Air. Inc.**

The Board of Trustees approved Deductive Change Order #1 to Key Air in the amount of \$48,382.16 for a total not to exceed contract value of \$1,667,292.84 from Prop 39, SCE Incentive and Capital Project funds and authorized the Administration to execute appropriate documents on behalf of the District.

**Motion by Rosaelva Lomeli, second by Vicky Santana.**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**

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## **H8. Additional Fees for "L" Tower Seismic Upgrade Project – Project Labor Agreement Consulting Services – The Solis Group**

The Board of Trustees authorized an increase to the contract value of Solis Group, for additional Project Labor Agreement consulting services for the L Tower Seismic Upgrade Project in the amount not to exceed \$48,732. for a accumulative contract amount of \$198,989. from Bond Funds and authorized the Administration to execute the appropriate Documents on behalf of the District.

**Motion by Gary Mendez, second by Vicky Santana.**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**

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## **H9. Additional Services- Testing Lab Inspection Services – L Tower Seismic Upgrade Project- Wood Environment & Infrastructure Solutions, Inc. (formerly AMEC Foster Wheeler)**

The Board of Trustees approved the proposal for the Additional Services for Testing Lab Inspection Services from Wood Environment & Infrastructure Solutions, Inc. in the amount of \$145,000. for the L Tower Seismic Upgrade Project from Bond Funds and authorized the Administration to execute appropriate documents on behalf of the District.

**Motion by Rosaelva Lomeli, second by Gary Mendez.**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**

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## **H10. Additional Architectural Service Fees for "L" Tower Seismic Upgrade Project - Westberg White Architecture**

The Board of Trustees authorized an increase to the contract value of Westberg White Architecture, for additional Architectural Services in the amount not to exceed \$234,198., for a revised total contract amount of \$2,379,518. from State and Bond Funds and authorized the Administration to execute appropriate documents on behalf of the District.

**Motion by Gary Mendez, second by Rosaelva Lomeli.**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**

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## **I. ACTION ITEMS - PRESIDENT'S OFFICE**

### **I1. Draft Legislative Agenda for 2021**

That the Board of Trustees review and make recommendations/edits to the draft Legislative Agenda for 2021. This Item was tabled until next month to allow Trustee Orozco's input.

**Motion by Gary Mendez, second by Rosaelva Lomeli.**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**

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## **I2. Board Committee - Accreditation Standard IV**

The Board of Trustees considered establishing a Board Accreditation Standard IV Committee and approved the appointment of Trustees Lomeli and Santana by friendly amendment, to serve.

**Motion by Vicky Santana, second by Rosaelva Lomeli.**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**

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## **I3. Revision of Board Policies (Total of 6) for Second Reading and Final Adoption;**

BP 2330 Quorum and Voting,  
BP 3250 Institutional Planning,  
BP 3550 Drug Free Environment and Drug Prevention Program,  
BP 3900 Speech; Time, Place, and Manner,  
BP 4100 Graduation Requirements for Degrees and Certificates,  
BP 6800 Occupational Safety

The Board of Trustees approved the Board Policies listed above (Total of 6) for Second Reading and Final Adoption.

**Motion by Rosaelva Lomeli, second by Vicky Santana.**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**

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## **J. INFORMATION ITEMS**

### **J1. Governing Board Meeting Schedule for 2020-2021 (For Perusal)**

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### **J2. Revision of Administrative Procedure AP 4235 - Credit for Prior Learning**

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### **J3. Bond Expenditure Quarterly Report**

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## **K. DISCUSSION ITEMS/NEW BUSINESS FROM THE BOARD**

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## **L. BOARD CALENDAR, BOARD ACTIVITY & PROFESSIONAL DEVELOPMENT**

### **L1. Board of Trustees Communication & Professional Development Reporting (3 minutes each)**

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### **L2. Board of Trustees Calendar 20-21**

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## **M. STAFF & BOARD REPORTS**

**M1. Presidents of RHCFA, Academic Senate, CSEA, ASRHC, Vice Presidents of Academic Affairs, Finance and Business, and the Representative from Student Services Oral Reports (3 minutes each)**

Kevin Smith, Rudy Rios and Sandra Hernandez all recognized Trustee Mendez for his leadership and service to the District and wished him well.  
Jason Reyes, ASRHC, reported that he is grateful for all of the support faculty and staff have provided to students during this year and wished all a safe and restful holiday.  
The Board members each provided comments and thanked Trustee Mendez for his service, being a pillar on the RHC campus for over 20 years.

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## **M2. Academic Senate Minutes (For Perusal)**

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**N. CLOSED SESSION - Trustee Valladares recessed the meeting to closed session at 8:05PM. The meeting was reconvened at 9:24PM. Trustee Valladares reported out on items N1a, N1b PUBLIC EMPLOYEE EMPLOYMENT (2). Mr. Arnold Glassman, Legal Counsel reported out on items N2. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE and N3. CONFERENCE WITH LEGAL COUNSEL the following from Closed Session;**

### **N1a. PUBLIC EMPLOYEE EMPLOYMENT - Pursuant to Government Code Section 54957 (2)**

The Board of Trustees accepted the Acting Superintendent/President's recommendation to employ Eric Caesar as a Full-Time Business Management Instructor/Tenure Track effective Spring 2021.

**Motion by Gary Mendez, second by Rosaelva Lomeli.**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**

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### **N1b. PUBLIC EMPLOYEE EMPLOYMENT - Pursuant to Government Code Section 54957 (2)**

The Board of Trustees accepted the Acting Superintendent/President's recommendation to employ Marissa Young as a Full-Time Business Management Instructor/Tenure Track effective Spring 2021.

**Motion by Rosaelva Lomeli, second by Gary Mendez.**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**

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### **N2. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE - Pursuant to Government Code Section 54957**

The Board approved action which results in the separation of Dr. Arturo Reyes from the employment in the position of Superintendent/President of Rio Hondo College – Separation Agreement to be executed by all parties forthwith.

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**N3. CONFERENCE WITH LEGAL COUNSEL–Pursuant to Government Code Section 54956.9: Anticipated Litigation (5 Cases) - Significant exposure to litigation pursuant to paragraphs 2 and 3 of subdivision (d) of Government Code Section 54956.9**

Counsel reported that only one matter was discussed. No reportable action. Board Present Valladares did not participate in this portion of closed session.

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## **O. ADJOURNMENT**

### **O1. Adjournment of Board Meeting**

The Board of Trustees adjourned the meeting at 9:24PM.



**Motion by Rosaelva Lomeli, second by Vicky Santana.**

**Final Resolution: Motion Carries**

**Yea: Gary Mendez, Oscar Valladares, Rosaelva Lomeli, Vicky Santana**

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**O2. Special Board Meeting – Scheduled for Wednesday, December 16, 6:00PM, Oath of Office for Trustee Areas 2 (Pico Rivera/Whittier) and 4 (SFS/So. Whittier) and Board Annual Organizational Meeting**

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**O3. Next Regular Board Meeting – Scheduled for Wednesday, January 13, 2021, 6:00 PM**



**RIO HONDO COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES  
Regular Board Meeting, 6:00PM  
Wednesday, January 13, 2021  
\*Generated via Board Docs\***

**OPENING ITEMS**

**A1. Call to Order-6:00PM**

Board President Rosaelva Lomeli called the meeting to order at 6:09PM

**A2. Roll Call**

**Members Present**

Rosaelva Lomeli (Presiding), Vicky Santana (via Zoom), Oscar Valladares, Kristal Orozco and Marcela Rodas (via Zoom)

**Members Absent**

Trustee Area 1 is currently vacant

**Staff Members Present**

Teresa Dreyfuss, Acting, Superintendent/President  
Stephen Kibui, Vice President, Finance & Business  
Kayla Curry, Vice President, ASRHC (via Zoom)  
Sandra Hernandez, President, CSEA (via Zoom)  
Dr. Kevin Smith, President, Academic Senate (via Zoom)  
Rudy Rios, President, RHCFA (via Zoom)  
Renee Gallegos (Board Docs Moderator and Recorder)  
Angie Tomasich (Zoom Moderator)  
Carlos Monteros (Audio Video Technician)

**A3. Pledge of Allegiance**

Trustee Valladares led the pledge of allegiance.

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**4. Approval of Minutes Regular Mtg.-12/9/2020**

The Board of Trustees approved the Minutes of 12/9/2020 as presented.

**Motion by Oscar Valladares, second by Kristal Orozco**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco**

**The Student Trustee Advisory vote was Yea**

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**5. Approval of Minutes Special Mtg.-12/16/2020**

The Board of Trustees approved the Minutes of 12/16/2020 as presented.

**Motion by Vicky Santana, second by Kristal Orozco**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco**

**The Student Trustee Advisory vote was Yea**

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## **6. Open Communication for Public Comment**

Newt Kellam and Min Zavarella from Pinner Construction presented public comment cards but were not present when called upon.

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## **7. Superintendent's Report**

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### **B. COMMENDATIONS**

**1. Recognition of Outgoing Members of the Citizens Bond Oversight Committee (COC)**

**2. Classified Retirement - Helia Gomez, Human Resources Assistant II, Human Resources**

**3. Classified Retirement - Elizabeth Haney, Senior Secretary, Facilities**

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### **C. PRESENTATION**

**1. Accreditation Standard IV - Dr. Caroline Durdella, Dean of IRP and Marie Eckstrom, Accreditation Editor/English Professor**

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### **D. CONSTRUCTION UPDATE**

**1. Construction Update - Del Terra, Program Manager**

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### **E. CONSENT ITEMS - FINANCE & BUSINESS**

**1. General Consent Items (Requires one vote by the Board of Trustees) on All Consent Agenda Items**

Resolution: That the Board of Trustees approve the Consent Agenda items as presented.

The Board of Trustees tabled item E.11.a. Consultant Services, Instructure Inc.

**Motion by Oscar Valladares, second by Rosaelva Lomeli**

**Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco**

**The Student Trustee Advisory vote was Yea**

The Board of Trustees approved the Consent Agenda excluding item E.11.a., Consultant-Instructure Inc. that was tabled under separate action.

**Motion by Vicky Santana, second by Oscar Valladares**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco**

## **The Student Trustee Advisory vote was Yea**

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### **2. Finance & Business Reports - Purchase Order Report**

Resolution: That the Board of Trustees approve the Consent Agenda item as presented.

The Board of Trustees approved the Consent Agenda excluding item E.11.a., Consultant-Instructure Inc. that was tabled under separate action.

**Motion by Vicky Santana, second by Oscar Valladares**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco**

**The Student Trustee Advisory vote was Yea**

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### **3. Finance & Business Reports - Payroll Warrant Report**

Resolution: That the Board of Trustees approve the Consent Agenda item as presented.

The Board of Trustees approved the Consent Agenda excluding item E.11.a., Consultant-Instructure Inc. that was tabled under separate action.

**Motion by Vicky Santana, second by Oscar Valladares**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco**

**The Student Trustee Advisory vote was Yea**

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### **4. FY 2020/2021 Strong Workforce Program Allocation Incentive Funding : California Community College Chancellors Office (CCCCO)**

Resolution: That the Board of Trustees approve the funding of \$289,682.00 from the California Community College Chancellors Office and authorize the Administration to sign the appropriate documents on behalf of the District.

The Board of Trustees approved the Consent Agenda excluding item E.11.a., Consultant-Instructure Inc. that was tabled under separate action.

**Motion by Vicky Santana, second by Oscar Valladares**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco**

**The Student Trustee Advisory vote was Yea**

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### **5. Approve Agreement : Inspector of Record (IOR) Services : New Police Cadet Training Office - Pasos Construction Services**

Resolution: That the Board of Trustees approve the Agreement with Pasos Construction Services as described above and authorize the Administration to execute appropriate documents on behalf of the District.

The Board of Trustees approved the Consent Agenda excluding item E.11.a., Consultant-Instructure Inc. that was tabled under separate action.

**Motion by Vicky Santana, second by Oscar Valladares**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco**  
**The Student Trustee Advisory vote was Yea**

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**6. Amendment No. 1 to Agreement: Architectural and Design Services : New Police Cadet Training Office – P-Line Consulting, Inc.**

Resolution: That the Board of Trustees approve Amendment No. 1 to the Agreement with P-Line Consulting, Inc. as presented above and authorize Administration to execute the appropriate documents on behalf of the District.

The Board of Trustees approved the Consent Agenda excluding item E.11.a., Consultant-Instructure Inc. that was tabled under separate action.

**Motion by Vicky Santana, second by Oscar Valladares**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco**  
**The Student Trustee Advisory vote was Yea**

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**7. Approve Resolution # 011321 to Amendment 1 to the California Department of Education California State Preschool Program Contract No. CSPP-0257 FY 20-21**

Resolution: That the Board of Trustees approve the resolution approving Amendment #1 to the California Department of Education California State Preschool Program Contract No. CSPP-0257 FY 20-21 and authorizing the Administration to execute the appropriate documents on behalf of the District.

The Board of Trustees approved the Consent Agenda excluding item E.11.a., Consultant-Instructure Inc. that was tabled under separate action.

**Motion by Vicky Santana, second by Oscar Valladares**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco**  
**The Student Trustee Advisory vote was Yea**

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**8. Approve Weapons Firing Range Agreement - University of Southern California Department of Public Safety**

Resolution: That the Board of Trustees approve the agreement with the University of Southern California Department of Public Safety, for use of the Firing Range and authorize the Administration to execute appropriate documents on behalf of the District.

The Board of Trustees approved the Consent Agenda excluding item E.11.a., Consultant-Instructure Inc. that was tabled under separate action.

**Motion by Vicky Santana, second by Oscar Valladares**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco**  
**The Student Trustee Advisory vote was Yea**

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**9. Approve Use of California Multiple Award Schedule (CMAS) – NE Systems Inc. (Contract Nos. 3-18-70-2045A / 3-13-70-2045P for the Back Up Storage for Banner System and Banner**

## **Self Service Storage Upgrade**

Resolution: That the Board of Trustees determines and approves use of the described CMAS contracts as being in the best interest of the Rio Hondo Community College District and authorize Administration to execute the appropriate documents on behalf of the District.

The Board of Trustees approved the Consent Agenda excluding item E.11.a., Consultant-Instructure Inc. that was tabled under separate action.

**Motion by Vicky Santana, second by Oscar Valladares**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco**

**The Student Trustee Advisory vote was Yea**

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## **10. Approve Education Affiliation Agreement : Methodist Hospital of Southern California**

Resolution: That the Board of Trustees approve the Education Affiliation Agreement with Methodist Hospital of Southern California as presented above and authorize Administration to execute the appropriate documents on behalf of the District.

The Board of Trustees approved the Consent Agenda excluding item E.11.a., Consultant-Instructure Inc. that was tabled under separate action.

**Motion by Vicky Santana, second by Oscar Valladares**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco**

**The Student Trustee Advisory vote was Yea**

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## **11. Consultants**

Resolution: That the Board of Trustees approve the Consultants Consent Agenda item as presented.

That the Board of Trustees tabled item E.11.a. Consultant-Instructure Inc.

**Motion by Oscar Valladares, second by Rosaelva Lomeli**

**Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco**

**The Student Trustee Advisory vote was Yea**

The Board of Trustees approved the Consent Agenda excluding item E.11.a., Consultant-Instructure Inc. that was tabled under separate action. The Student Trustee Advisory vote was Yea.

**Motion by Vicky Santana, second by Oscar Valladares**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco**

**The Student Trustee Advisory vote was Yea**

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## **F. CONSENT ITEMS - ACADEMIC AFFAIRS**

### **1. Curriculum Items**

Resolution: That the Board of Trustees approve the curriculum items as listed.

The Board of Trustees approved the Consent Agenda excluding item E.11.a., Consultant-Instructure Inc. that was tabled under separate action. The Student Trustee Advisory vote was Yea.

**Motion by Vicky Santana, second by Oscar Valladares**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco**

**The Student Trustee Advisory vote was Yea**

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## **G. CONSENT ITEMS - HUMAN RESOURCES (PERSONNEL)**

### **1. Academic**

Resolution: That the Board of Trustees approve the consent items as outlined.

The Board of Trustees approved the Consent Agenda excluding item E.11.a., Consultant-Instructure Inc. that was tabled under separate action. The Student Trustee Advisory vote was Yea.

**Motion by Vicky Santana, second by Oscar Valladares**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco**

**The Student Trustee Advisory vote was Yea**

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### **2. Classified**

Resolution: That the Board of Trustees approve the consent items as outlined.

The Board of Trustees approved the Consent Agenda excluding item E.11.a., Consultant-Instructure Inc. that was tabled under separate action. The Student Trustee Advisory vote was Yea.

**Motion by Vicky Santana, second by Oscar Valladares**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco**

**The Student Trustee Advisory vote was Yea**

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### **3. Management and Confidential**

Resolution: That the Board of Trustees approve the consent items as outlined.

The Board of Trustees approved the Consent Agenda excluding item E.11.a., Consultant-Instructure Inc. that was tabled under separate action. The Student Trustee Advisory vote was Yea.

**Motion by Vicky Santana, second by Oscar Valladares**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco**

**The Student Trustee Advisory vote was Yea**

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### **4. Unrepresented (AP 7130), 2020-2021**

Resolution: That the Board of Trustees approve the consent items as outlined.

The Board of Trustees approved the Consent Agenda excluding item E.11.a., Consultant-Instructure Inc. that was tabled under separate action. The Student Trustee Advisory vote was Yea.

**Motion by Vicky Santana, second by Oscar Valladares**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco**  
**The Student Trustee Advisory vote was Yea**

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## **5. Volunteers**

Resolution: That the Board of Trustees approve the consent items as outlined.

The Board of Trustees approved the Consent Agenda excluding item E.11.a., Consultant-Instructure Inc. that was tabled under separate action. The Student Trustee Advisory vote was Yea.

**Motion by Vicky Santana, second by Oscar Valladares**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco**  
**The Student Trustee Advisory vote was Yea**

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## **H. ACTION ITEMS - FINANCE & BUSINESS**

### **1. Appointment or Reappointment to Rio Hondo College Citizens Oversight Committee**

The Board of Trustees tabled the appointment or reappoint members to the Citizens Oversight Committee.

**Motion by Oscar Valladares, second by Kristal Orozco**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco**  
**The Student Trustee Advisory vote was Yea**

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### **2. Approve Agreements : TESLA Energy START Program – TESLA Energy.**

The Board of Trustees approved the Agreements with TESLA Energy and authorized the Administration to execute appropriate documents on behalf of the District.

**Motion by Oscar Valladares, second by Vicky Santana**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco**  
**The Student Trustee Advisory vote was Yea**

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## **I. ACTION ITEMS - PRESIDENT'S OFFICE**

### **1. Adoption of Federal and State Legislative Agendas for 2021**

That the Board of Trustees adopt the Federal and State Legislative Agendas for 2021.

**Motion by Oscar Valladares, second by Kristal Orozco.**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco**  
**The Student Trustee Advisory vote was Yea**

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## **2. CCCT Board Election–2021–Call for Nominations**

No nominations were received. This item died due to the lack of a motion.

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## **3. Revision of Board Policies (Total of 2) for First Reading: BP 6600 Capital Construction; BP 6700 Use of Facilities**

That the Board of Trustees approve the following Board Policies (Total of 2) for First Reading; BP 6600 Capital Construction; BP 6700 Use of Facilities. The Student Trustee Advisory vote was yea.

**Motion by Vicky Santana, second by Kristal Orozco.**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco**

**The Student Trustee Advisory vote was Yea**

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## **J. INFORMATION ITEMS**

### **1. Governing Board Meeting Schedule for 2020-2021 (For Perusal)**

### **2. Revision of Administrative Procedures (Total of 2): AP 6600 Capital Construction; AP 6700 Use of Facilities**

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## **K. DISCUSSION ITEMS/NEW BUSINESS FROM THE BOARD**

Trustee Valladares requested a report on the possibility of contributions to the RHC Foundation, long term planning of the Foundation as the pandemic has demonstrated the great need of food insecurity, housing, legal assistance needs, etc.

Trustee Santana requested an update on the TESLA program, specifically where our students are recruited from. An additional request it to have an update on our Ethnic Studies program.

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## **L. BOARD ACTIVITY & PROFESSIONAL DEVELOPMENT REPORTING, BOARD CALENDAR**

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### **L1. Board of Trustees Communication & Professional Development Reporting (3 minutes each)**

Trustee Rodas wished everyone a Happy New Year and shared the issue of faculty requiring death certificates from students who have suffered loss within their families. She is open to having a conversation on this matter.

Trustee Santana welcomed everyone back looking forward to FLEX Day which she is planning to attend. Spring will be our third virtual semester along with Accreditation she knows that stretches everyone and is thankful for all the work and effort.

Trustee Valladares wished all a happy new year. Welcomed Trustee Orozco. He touched on the violence at the US Capitol and it was very difficult to watch it happen. He was recently appointed to the ACCT Policy & Advocacy committee and looks forward to contributing and advocating for RHC, DACA and all our students.

Trustee Orozco thanked everyone for such a warm welcome. She looks forward to working with her colleagues on the board as well and engaging with students, faculty and staff. She attended a CCLC webinar for new trustees last week and will be participating in the two conferences at the end of the month.

Board President Lomeli thanked everyone for their patience, gratitude, empathy and compassion working in these very difficult times. The year brings anew and now we must focus our attention on addressing enrollment, working together, building community with peace and kindness.

## L2. Board of Trustees Calendar 20-21

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### M. STAFF REPORTS

#### **M1. Presidents of RHCFA, Academic Senate, CSEA, ASRHC, Vice President of Finance and Business, and the Representative from Student Services Oral Reports (3 minutes each)**

RHCFA-President Rudy Rios wished everyone a happy new year and welcomed Trustee Orozco.

Academic Senate-President Kevin Smith reported that work is continuing with Guided Pathways and welcomed Trustee Orozco.

CSEA-President Sandra Hernandez welcomed Trustee Orozco and is shared that staff are working hard to help with enrollment.

ASRHC-Vice President Kayla Curry reported on recruitment process for student leaders is ongoing. Upcoming Spring semester events. She also briefed the Board on some faculty requiring death certificates for students who have suffered losses in their families. With COVID rampant in the state, we are all aware of the back-log with government and hospitals. Acquiring a death certificate is out of the hands of students who have to wait. She wanted to bring this to light and was unsure of the current policy or practice.

VPFB-Stephen Kibui updated on the Budget and welcomed Trustee Orozco.

SS Report-Dean, Lisa Chavez reported staff are working on the calling campaigns to focus on students and enrollment. Hosted the first grab-n-go for the new year, continuing with High School Counselor chats that have been very engaging and the deadlines for four year universities is fast approaching.

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### N. CLOSED SESSION

That the Board of Trustees take action in closed session and report out during open session.

#### **1. PUBLIC EMPLOYEE PERFORMANCE EVALUATION - Pursuant to Section 87607-31 Full Time Tenure Track Faculty**

Board Counsel reported that staff made presentation, the Board provided direction, no further action to report.

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#### **2. PUBLIC EMPLOYEE EMPLOYMENT - Pursuant to Government Code Section 54957 (2)**

##### **Superintendent/President**

Board Counsel Reported that with the four members present, the Board appointed Teresa Dreyfuss as permanent Superintendent/President and is effective upon negotiation and execution of agreement.

**Motion by Oscar Valladares, second by Rosaelva Lomeli.**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Kristal Orozco**

**Abstain: Vicky Santana**

##### **Acting Vice President, Academic Affairs**

Board Counsel reported that with the four members present, the Board accepted the recommendation of the Superintendent/President to appoint Alice Mecom as the Acting Vice President of Academic Affairs.

**Motion by Oscar Valladares, second by Rosaelva Lomeli.**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco**

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### **3. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE - Pursuant to Government Code Section 54957 (1)**

Board Counsel reported that staff made presentation, the Board provided direction, no further action to report.

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### **4. CONFERENCE WITH LEGAL COUNSEL–Pursuant to Government Code Section 54956.9: Anticipated Litigation (5 Cases) - Significant exposure to litigation pursuant to paragraphs 2 and 3 of subdivision (d) of Government Code Section 54956.9**

Board Counsel reported that staff made a presentation on a settlement agreement, the Board provided direction to execute the settlement agreement for \$40,000 for employee NH6388655.

**Motion by Oscar Valladares, second by Rosaelva Lomeli.**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco**

Board Counsel reported that staff made presentations on the 4 other cases, the Board provided direction, no further action to report.

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## **O. ADJOURNMENT**

### **1. Adjournment of Board Meeting**

**The Board of Trustees adjourned the meeting at 10:02PM**

**Motion by Kristal Orozco, second by Oscar Valladares.**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco**

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**2. Special Board Meeting/Study Session – Scheduled for Wednesday, January 27, 2021, 6:00PM**

**3. Regular Board Meeting – Scheduled for Thursday, February 18, 2021, 6:00 PM**



**RIO HONDO COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES  
Regular Board Meeting, 6:00PM  
Thursday, February 18, 2021  
\*Generated via Board Docs\***

**OPENING ITEMS**

**A1. Call to Order-6:00PM**

Board President Rosaelva Lomeli called the meeting to order at 6:01PM

**A2. Roll Call**

**Members Present**

Rosaelva Lomeli (Presiding), Vicky Santana (via Zoom), Oscar Valladares, Kristal Orozco (Via Zoom)

**Members Absent**

Trustee Area 1 is currently vacant

Acting Superintendent/President Dreyfuss announced that the Student Trustee resigned effective February 5, 2021. An election will be held to replace the Student Trustees for the new year 21-22. The winner of the election will be seated earlier due to the resignation.

**Staff Members Present**

Teresa Dreyfuss, Acting, Superintendent/President  
Stephen Kibui, Vice President, Finance & Business  
Dr. Alice Mecom, Acting Vice President, Academic Affairs  
Jason Reyes, President, ASRHC (via Zoom)  
Sandra Hernandez, President, CSEA (via Zoom)  
Dr. Kevin Smith, President, Academic Senate (via Zoom)  
Rudy Rios, President, RHCFA (via Zoom)  
Renee Gallegos (Board Docs Moderator and Recorder via Zoom)  
Angie Tomasich (Zoom Moderator)  
Eric Tellez (Audio Video Technician)

**A3. Pledge of Allegiance**

Trustee Santana led the pledge of allegiance.

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**4. Approval of Minutes Regular Mtg.-1/13/2021**

That the Board of Trustees approve the Minutes of 1/13/2021 as presented.

**Motion by Oscar Valladares, second by Vicky Santana.**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco**

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**5. Approval of Minutes Special Mtg.-1/27/2021**

That the Board of Trustees approve the Minutes of 1/27/2021 as presented.

**Motion by Oscar Valladares, second by Vicky Santana.**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco**

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**6. Open Communication for Public Comment** - No Public comments were made.

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## **7. Superintendent's Report**

Acting Supt./President Dreyfuss thanked the Whittier Area City SD Superintendent Dr. Maria Martinez-Poulin, and Board for their partnership in administering the COVID-19 Vaccine distribution program to RHC Employees on 2/19/21 and 3/11/21. Hopefully, the program will expand for additional RHC employees.

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## **B. COMMENDATIONS**

B1. Academic Retirement, James Newman, Professor, Public Safety

B2. Classified Retirement, Melvyn Mueller, Assistant Range Master, Public Safety

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## **C. Presentation**

**C1. ASPEN Project - Dr. Caroline Durdella, Dean Institutional Research & Planning**

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## **D. CONSTRUCTION UPDATE**

D1. Construction Update - Del Terra, Program Manager

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## **E. CONSENT ITEMS - FINANCE & BUSINESS**

E1. General Consent Items (Requires one vote by the Board of Trustees) on All Consent Agenda Items  
Resolution: That the Board of Trustees approve the Consent Agenda item as presented.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco.**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco**

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## **E2. Finance & Business Reports - Purchase Order Report**

Resolution: That the Board of Trustees approve the Consent Agenda item as presented.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco.**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco**

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**E3. Finance & Business Reports - Payroll Warrant Report**

Resolution: That the Board of Trustees approve the Consent Agenda item as presented.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco.**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco**

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**E4. CCFS-311Q Quarterly Report**

Resolution: That the Board of Trustees approve the Consent Agenda item as presented.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco.**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco**

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**E5. Participation with National Cooperative Purchasing Alliance (NCPA) - Troxell Contract No. 01-48 for the Audiovisual Upgrade of Science and CTE Classrooms – Troxell Communications, Inc.**

Resolution: That the Board of Trustees determines and approves participation of the District with National Cooperative Purchasing Alliance (NCPA) as being in the best interest of the Rio Hondo Community College District and authorize Administration to execute the appropriate documents on behalf of the District.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco.**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco**

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**E6. Additional Grant Award : Supporting Effective Education Development (SEED) Program - U.S. Department of Education**

Resolution: That the Board of Trustees approve the additional Grant from the U.S. Department of Education as described below and authorize the Administration to sign the appropriate documents on behalf of the District.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco.**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco**

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**E7. Approve Agreement: COVID-19 Safe Operating Plan Customization & Implementation Effectiveness Evaluation : Forensic Analytical Consulting Services, Inc.**

Resolution: That the Board of Trustees approve the Agreement with FACS as presented below and authorize Administration to execute the appropriate documents on behalf of the District.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco.**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco**

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**E8. Approve Clinical Education Agreement: Emanate Health (Formerly Citrus Valley Health Partners)**

Resolution: That the Board of Trustees approve the clinical education agreement with Emanate Health as presented below and authorize Administration to execute the appropriate documents on behalf of the District.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco.**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco**

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**E9. Approve Consortium Master Agreement : California Virtual Campus–Online Education Initiative : Foothill–De Anza Community College**

Resolution: That the Board of Trustees approve the Consortium Master Agreement as described below and authorize the Administration to execute appropriate documents on behalf of the District.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco.**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco**

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**E10. Correction : Approve Use of California Multiple Award Schedule (CMAS) – NE Systems Inc. for the Back Up Storage for Banner System and Banner Self Service Storage Upgrade**

Resolution: That the Board of Trustees approve the correction as described below and authorize Administration to execute the appropriate documents on behalf of the District.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco.**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco**

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**E11. Non-Resident Tuition Fees: Fiscal Year 2021/2022**

Resolution: That the Board of Trustees approve the Non-Resident Tuition Fee of \$307.00 per unit, starting fiscal year 2021/2022.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco.**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco**

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**E12. Approve TSC1098 - T Master Software as a Service Subscriber Agreement : 1098-T Tax Document Services Calendar Year 2020 – Tab Service Company**

Resolution: That the Board of Trustees approve the TSC1098T Master Software as a Service Subscriber Agreement for Calendar Year 2020 with Tab Service Company with a not to exceed amount of \$13,000.00 to be paid from General Fund and authorize the Administration to execute appropriate documents on behalf of the District.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco.**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco**

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**E13. Approve Software Subscription and Support Agreement - SARS Software Products, Inc.**

Resolution: That the Board of Trustees approve the Software Subscription and Support Agreement with SARS Software Products, Inc. as described above and authorize the Administration to execute appropriate documents on behalf of the District.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco.**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco**

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**E14. Consultants**

Resolution: That the Board of Trustees approve the Consultants Consent Agenda item as presented.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco.**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco**

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**F. CONSENT ITEMS - HUMAN RESOURCES (PERSONNEL)**

**F1. Academic**

Resolution: That the Board of Trustees approve the consent items as outlined.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco.**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco**

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**F2. Classified**



Resolution: That the Board of Trustees approve the consent items as outlined.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco.**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco**

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### **F3. Unrepresented (AP 7130), 2020-2021**

Resolution: That the Board of Trustees approve the consent items as outlined.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco.**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco**

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### **F4. Volunteers**

Resolution: That the Board of Trustees approve the consent items as outlined.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco.**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco**

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## **G. ACTION ITEMS - FINANCE & BUSINESS**

### **G1. ADDENDUM - Appointment or Reappointment to Rio Hondo College Citizens Oversight Committee**

That the Board of Trustees appoint or reappoint members to the Citizens Oversight Committee as outlined.

**Motion by Oscar Valladares, second by Vicky Santana.**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco**

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## **H. ACTION ITEMS - PRESIDENT'S OFFICE**

### **H1. Revision of Board Policies (Total of 2) for Second Reading and Final Adoption: BP 6600 Capital Construction; BP 6700 Use of Facilities**

That the Board of Trustees approve the following Board Policies (Total of 2) for Second Reading and Final Adoption; BP 6600 Capital Construction; BP 6700 Use of Facilities.

**Motion by Oscar Valladares, second by Kristal Orozco.**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco**

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## **I. INFORMATION ITEMS**

## I1. Governing Board Meeting Schedule for 2021 (For Perusal)

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### J. DISCUSSION ITEMS/NEW BUSINESS FROM THE BOARD

Board President Lomeli called for staff to poll the Board to hold a Board Retreat during the month of March.

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### K. Staff Reports

1. Presidents of RHCFA, Academic Senate, CSEA, ASRHC, Vice Presidents of Academic Affairs and Finance and Business, Representative from Student Services Oral Reports (3 minutes each)

**Rudy Rios, President, RHCFA**-Reported that the Executive team met with the candidates from Trustee Area 1. Their focus is for the Board of Trustees to function as a team. Negotiating new MOU with the District righting wrongs from the past semesters. Kudos to Interim President Dreyfuss, Cynthia Nunez and the HR team for timely updates on COVID.

**Kevin Smith, President, Academic Senate**-Reported there are multiple projects that are being worked on. Kudos to Dr. Durdella and Marie Eckstrom for their work on Accreditation. We are in a much better place compared to our last Accreditation. Faculty are being compassionate along with holding the academic rigor which can be challenging. Kevin shared his concern of the College needing stability in its upper management during the Accreditation process and hopes that will be noted when in tonight's closed session.

**Sandra Hernandez, President, CSEA**-Reported that she is hopeful that a new Director of Facilities will be employed tonight. This is an area that needs support by the Board and Administration as there has been high attrition. Support from the District would include more staff to help maintain the main campus along with four off site centers. We are in need of a painter, welder, carpenters, etc. Lacking direction from Human Resources for guidance in this area.

**Dr. Alice Mecom, VPAA**-No report.

**Stephen Kibui, VPFB**-Reported that the COVID consultant will be coming to campus as a result of the Board's approval. Will be meeting with President Dreyfuss next week to discuss the County's updated regulations regarding reopening.

**Loy Nashua, Ex. Dean, Student Affairs & Student Financial Services**-Reported staff are busy in student services area. Financial Aid held their Cash for College event, recently received a grant that will provide assistance and Chrome books to Veteran's and foster youth. The Student Health Center is offering online services for self-care and mindfulness.

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### L. BOARD ACTIVITY & PROFESSIONAL DEVELOPMENT REPORTING, BOARD CALENDAR

L1. Board of Trustees Communication & Professional Development Reporting (3 minutes each)

Trustee Valladares-Attended the ACCT Webinar on reopening and the impacts to Human Resources. He is supportive of reopening however, after participating in the webinar is doubtful this will happen until at least August due to the slow roll out of vaccinations.

Trustee Orozco-Attended the Cash for College Event and is thankful for all the great work happening.

Trustee Santana-Would like to hear about the reopening plan and have that shared at the Board level for discussion.

Board President Lomeli-Attended the Cash for College events, FLEX day, and thanked Interim President Dreyfuss, Dr. Castaneda-Calleros, Jason Reyes for the legislative meetings the past two months. It is very important to have our legislators hear the student voice and Jason was phenomenal.

L2. Board of Trustees Calendar 20-21

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## **M. CLOSED SESSION**

### **M1.a. PUBLIC EMPLOYEE EMPLOYMENT - Pursuant to Government Code Section 54957 (3)**

Public Employee Appointment - Vice President, Student Services.

Board Counsel reported that with the four members present the Board of Trustees accepted the Superintendent/President's recommendation to employ Dr. Nohel Corral as Vice President of Student Services.

**Motion by Vicky Santana, second by Kristal Orozco.**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco**

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### **M1.b. PUBLIC EMPLOYEE EMPLOYMENT- Director of Facilities.**

Board Counsel reported that with the four members present, the Board of Trustees accepted the Superintendent / President's recommendation to employ Mario Gaspar as the Director of Facilities.

**Motion by Oscar Valladares, second by Rosaelva Lomeli.**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco**

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### **M1.c. PUBLIC EMPLOYEE EMPLOYMENT-Interim Superintendent/President.**

Board Counsel reported that with the four members present, the Board heard a report, direction was given, no further action to report.

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## **2. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE - Pursuant to Government Code Section 54957 (1)**

Board Counsel reported that with the four members present, the Board heard a report, direction was given, no further action to report.

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## **N. ADJOURNMENT**

N1. Adjournment of Board Meeting

The Board of Trustees motioned to adjourned the meeting at 8:35PM in memory of Mr. Ricardo Reyes, father of Jason Reyes (ASRHC President) and Mr. Hector Elizalde, Deputy District Director and Military/Veterans Liaison for Congresswoman Grace Napolitano, both passed away from complications of COVID-19.

**Motion by Oscar Valladares, second by Vicky Santana.**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco**

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**2. Special Board Meeting/Study Session – Scheduled for Wednesday, February, 24, 2021, 6:00PM**

**3. Regular Board Meeting – Scheduled for Wednesday, March 10, 2021, 6:00 PM**



**RIO HONDO COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES  
Regular Board Meeting, 6:00PM  
Wednesday, April 14, 2021  
\*Generated via Board Docs\***

**OPENING ITEMS**

**A1. Call to Order-6:00PM**

Board President Rosaelva Lomeli called the meeting to order at 6:03PM.

**A2. Roll Call**

**Members Present**

Rosaelva Lomeli (Presiding), Vicky Santana (via Zoom) joined in at 6:05PM, Oscar Valladares, Kristal Orozco (via Zoom), Anais Medina Diaz (via Zoom), Student Trustee Madelyn Reasin (via Zoom) joined in at 6:18PM

**Members Absent**

Trustee Santana was reported absent but logged into the meeting at 6:05PM. Student Trustee Reasin was reported absent but logged into the meeting at 6:18PM

**Staff Members Present**

Teresa Dreyfuss, Superintendent/President  
Stephen Kibui, Vice President, Finance & Business  
Dr. Alice Mecom, Acting Vice President, Academic Affairs  
Dr. Earic Dixon-Peters, Vice President, Student Services  
Jason Reyes, President, ASRHC (via Zoom)  
Dr. Kevin Smith, President, Academic Senate (via Zoom)  
Rudy Rios, President, RHCFA (via Zoom)  
Renee Gallegos (Board Docs Moderator and Recorder)  
Angie Tomasich (Zoom Moderator)  
Erik Tellez (Audio Video Technician)

**A3. Pledge of Allegiance**

Dr. Alice Mecom led the pledge of allegiance.

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**A4. Approval of Minutes Regular Mtg.-3/10/2021**

The Board of Trustees approved the Minutes of 3/10/2021 as presented.

**Motion by Oscar Valladares, second by Kristal Orozco**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz**  
**The Student Trustee was not present for the vote.**

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**A5. Approval of Minutes Special Mtg.-3/24/2021**

The Board of Trustees approved the Minutes of 3/24/2021 as presented.

**Motion by Anais Medina Diaz, second by Oscar Valladares**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz**  
**The Student Trustee was not present for the vote.**

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**A6. Open Communication for Public Comment**

Dr. Angela Rhodes chair of the Academic Rank Committee, via a video shared by Dr. Kevin Smith congratulated the faculty who have advanced in Academic Rank. She also noted that she is thankful for the updated board policy regarding BP 4245 Academic Rank that allows adjunct faculty to be included this year which supports equity and inclusion initiatives.

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**A7. Superintendent's Report**

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**B. COMMENDATIONS**

**B1. Tenured Faculty (10) - The following faculty were commended for earning tenure**

ARAZI, Dana – Communication and Languages  
FLORES, Ygnacio – Public Safety / AJ  
GARG, Garima– Mathematics, Sciences and Engineering/Chemistry  
IRWIN, Erin – Mathematics, Sciences and Engineering/Mathematics  
MARKOSSIAN, Marina – Communication and Languages  
SCHLEICHER, Matthew – Arts and Cultural Programs  
SOTELO, Angela – Counseling  
STOIAN, Razvan – Health, Science and Nursing  
VACA, Christian - Mathematics, Sciences and Engineering/Physics  
WHEELER, George – Arts and Cultural Programs/Music

**B2. Advancement in Academic Rank (50) - The following faculty were commended for earning advancement in Academic Rank**

**Professor**

ARRONA, Martha - Communications and Languages  
BLADH, Eric - Business  
CARRERA, Wendy - Communications and Languages  
ESKO, Teddi - Health Science and Nursing  
EULER, Anneliese - Arts and Cultural Programs  
GARCIA, Alonso - Communications and Languages  
JALLOH, Katrina - Communications and Languages

LAI, Wendy - Communications and Languages  
LEW, Sandra - Communications and Languages  
LIU, Jeannie - Business  
MATA, Moises - Communications and Languages  
OKELBERRY GONZALEZ, Lydia - Mathematics, Sciences and Engineering  
SALAZAR, Barbara - Communications and Languages  
SEBOURN, Gregory - Career and Technical Education  
TORRES, Ybonne - Behavioral and Social Sciences  
WALLS, Carl - Career and Technical Education  
WOUDENBERG, Mary Kay - Communications and Languages

### **Associate Professor**

ARAZI, Dana - Communications and Languages  
BARMAN, Kevin - Behavioral and Social Sciences  
CHEUNG, Angela - Health Science and Nursing  
COTA, Cristina - Behavioral and Social Sciences  
FLORES, Margarita - Communications and Languages  
JAY, Lisa - Kinesiology, Dance and Athletics  
KEAWE, Gloria - Communications and Languages  
MADRIGAL, Ea - Behavioral and Social Sciences  
MOSLEY, Kimberly - Career and Technical Education  
NAKATANI, Farrah - Career and Technical Education  
PARSEGHIAN, Levon - Communications and Languages  
SADLER WILLIAMSON, Angela - Communications and Languages  
SEYMOUR, Lawrence - Career and Technical Education  
SHAW, Tim - Behavioral and Social Sciences  
STOIAN, Razvan - Health Science and Nursing  
WILLIS, Janice - Behavioral and Social Sciences

### **Assistant Professor**

ARAZI, Heather - Communications and Languages  
BALDOVINO, Harvey - Behavioral and Social Sciences  
BERNATAVICHUTE, Yana - Mathematics, Sciences and Engineering  
DALLA DEA, Ariane - Behavioral and Social Sciences  
DE LORENZO, Anthony - Career and Technical Education  
GARCIA RIOS, Fatima - Communications and Languages  
GIBLIN, Michael - Mathematics, Sciences and Engineering  
GONZALEZ, Elwing - Behavioral and Social Sciences  
HOLMES, Alison - Arts and Cultural Programs  
KIM, Harmonee (Hyun Hee) - Mathematics, Sciences and Engineering  
KLAGER, Katherine - Communications and Languages  
LEACH, Catherine - Behavioral and Social Sciences  
LIND, Jacqueline - Communications and Languages  
MEDINA, Maria - Health Science and Nursing  
SCHAFFNER, Kristin - Communications and Languages  
THARUVAI, Shanthi - Behavioral and Social Sciences  
WHEELER, George - Arts and Cultural Programs

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## **C. PRESENTATIONS**

### **C1. 2019/2020 Sabbatical Leave Report - Matt Koutroulis, Professor of Chemistry, Math, Science and Engineering Division**

Matt Koutroulis provided a brief presentation on his Sabbatical Leave from the 2019-2020 academic Year.

## **C2. Accreditation Quarterly Report - Caroline Durdella, Dean, Institutional Research & Planning**

Dr. Caroline Durdella, Dean, Institutional Research & Planning presented the Accreditation Quarterly Report.

## **C3. Fall Course Offerings - Dr. Alice Mecom, Acting VPAA and Dr. Kevin Smith, Professor of Psychology and Academic Senate President**

Dr. Alice Mecom, Acting VPAA and Dr. Kevin Smith, President of Academic Senate and Professor of Psychology presented on Fall Course Offerings.

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## **D. CONSTRUCTION UPDATE**

### **D1. Construction Update - Del Terra, Program Manager**

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## **E. CONSENT ITEMS - FINANCE & BUSINESS**

### **E1. General Consent Items (Requires one vote by the Board of Trustees) on All Consent Agenda Items**

Resolution: That the Board of Trustees approve the Consent Agenda items as presented.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz  
The Student Trustee Advisory vote was Yea**

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### **E2. Finance & Business Reports - Purchase Order Report**

Resolution: That the Board of Trustees approve the Consent Agenda item as presented.

That the Board of Trustees approve the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz  
The Student Trustee Advisory vote was Yea**

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### **E3. Finance & Business Reports - Payroll Warrant Report**

Resolution: That the Board of Trustees approve the Consent Agenda item as presented.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz**  
**The Student Trustee Advisory vote was Yea**

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**E4. Approve Acceptance of Song - Brown Award : Office of Statewide Health Planning and Development (OSHPD) - Healthcare Workforce Development Registered Nurse Education Programs 2021 - 2023**

Resolution: That the Board of Trustees approve acceptance of the Song-Brown Award as described and authorize the Administration to execute appropriate documents on behalf of the District.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz**

**The Student Trustee Advisory vote was Yea**

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**E5. Approve Agreement C5610071 - Basic Correctional Officer Academy (BCOA) South Training : California Department of Corrections and Rehabilitation (CDCR) - Office of Training and Professional Development**

Resolution: That the Board of Trustees approve the Agreement with CDCR and authorize the Administration to execute appropriate documents on behalf of the District.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz**

**The Student Trustee Advisory vote was Yea**

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**E6. Approve Organization Subscription Agreement – PortalGuard Access Management Service: BIO-Key International**

Resolution: That the Board of Trustees approve the Agreement with BIO-Key as presented and authorize Administration to execute the appropriate documents on behalf of the District.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz**

**The Student Trustee Advisory vote was Yea**

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**E7. Amendment No. 1 to Agreement: Phlebotomy Technician Certification Course - Phlebotomy Training Specialists CA LLC.**

Resolution: That the Board of Trustees approve Amendment No. 2 to the Agreement with Phlebotomy Training Specialists CA LLC as presented and authorize Administration to execute the appropriate documents on behalf of the District.



The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz  
The Student Trustee Advisory vote was Yea**

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**E8. Approve Mentor Honorarium : Community Partners for Teaching Pipeline Program**

Resolution: That the Board of Trustees approve the Mentor honorarium as summarized and authorize the Administration to execute appropriate documents on behalf of the District.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz  
The Student Trustee Advisory vote was Yea**

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**E9. Articulation Agreement for Bridge to BSN – Azusa Pacific University**

Resolution: That the Board of Trustees approve the Articulation Agreement with Azusa Pacific University as summarized and authorizes the Administration to execute the appropriate documents on behalf of the District.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz  
The Student Trustee Advisory vote was Yea**

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**E10. Approve Agreement : Application Service Provider Agreement : College Central Network, Inc.**

Resolution: That the Board of Trustees approve the Application Service Provider Agreement with College Central network, Inc. as described and authorize Administration to execute the appropriate documents on behalf of the District.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz  
The Student Trustee Advisory vote was Yea**

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**E11. Concurrent Enrollment Program (CEP) Agreement : Grand Canyon University**

Resolution: That the Board of Trustees approves the CEP Agreement with Grand Canyon University as summarized and authorizing the Administration to execute appropriate documents on behalf of the District.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz**

**The Student Trustee Advisory vote was Yea**

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#### **E12. Approve Clinical Affiliation Agreement : Calstro Hospice**

Resolution: That the Board of Trustees approves the Clinical Affiliation Agreement with Castro Hospice, Inc. as summarized and authorizing the Administration to execute appropriate documents on behalf of the District.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz**

**The Student Trustee Advisory vote was Yea**

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#### **E13. Approve Participation with OMNIA Partners : Xerox Contract No. R191104 - 60 Month Lease of Xerox Nuvera DPS120 Production and Finishing Digital B&W Printer/Copier/Scanner**

Resolution: That the Board of Trustees approve the 60-month lease of one (1) Xerox DPS120 Production and Finishing Digital printer/copier/scanner through Xerox Corporation as summarized and authorize the Administration to execute the appropriate documents on behalf of the District.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz**

**The Student Trustee Advisory vote was Yea**

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#### **E14. Approve Participation with OMNIA Partners : Xerox Contract No. R191104 - 60 Month Lease of Xerox B9125 Digital B&W Printer/Copier/Scanner**

Resolution: That the Board of Trustees determines and approves participation of the District with OMNIA Partners as being in the best interest of the Rio Hondo Community College District and authorize Administration to execute the appropriate documents on behalf of the District.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz**

## **The Student Trustee Advisory vote was Yea**

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### **E15. Approve Participation with OMNIA Partners : Xerox Contract No. R191104 - 60 Month Lease of Xerox c8145 Digital Color Printer/Copier/Scanners**

Resolution: That the Board of Trustees determines and approves participation of the District with OMNIA Partners as being in the best interest of the Rio Hondo Community College District and authorize Administration to execute the appropriate documents on behalf of the District.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz**

**The Student Trustee Advisory vote was Yea**

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### **E16. Approve Weapons Firing Range and Facilities Use Agreement – Department of Motor Vehicles (DMV)**

Resolution: That the Board of Trustees approve the agreement with the Department of Motor Vehicles, for use of the Firing Range and District Facilities and authorize the Administration to execute appropriate documents on behalf of the District.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz**

**The Student Trustee Advisory vote was Yea**

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### **E17. Approve Participation Agreement for Strong Workforce Program – Regional Share Allocation Year 20/21 Projects**

Resolution: That the Board of Trustees approve the participation agreement as described and authorize the Administration to sign the appropriate documents on behalf of the District.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz**

**The Student Trustee Advisory vote was Yea**

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### **E18. Authorize Disposal of Surplus Property : Fitness Center Equipment**

Resolution: That the Board of Trustees approve the disposal of surplus equipment as described and authorize Administration to execute appropriate documents on behalf of the District.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz**

**The Student Trustee Advisory vote was Yea**

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### **E19. Donation of Surplus Property - Fire Engine to Municipio de San Quintin, Mexico**

Resolution: That the Board of Trustees approve the donation of surplus property as described and authorize administration to execute the appropriate documents on behalf of the District.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz**

**The Student Trustee Advisory vote was Yea**

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### **E20. Consultants**

Resolution: That the Board of Trustees approve the Consultants Consent Agenda item as presented.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco.**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz**

**The Student Trustee Advisory vote was Yea**

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## **F. CONSENT - ACADEMIC AFFAIRS**

### **F1. Curriculum Items**

Resolution: The following items have been processed according to college policy for the development of curricula, which includes review and approval by the District Curriculum Committee:

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco.**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz**

**The Student Trustee Advisory vote was Yea**

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## **G. CONSENT ITEMS - HUMAN RESOURCES (PERSONNEL)**

### **G1. Academic**

Resolution: That the Board of Trustees approve the consent items as outlined.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco.**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz  
The Student Trustee Advisory vote was Yea**

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## **G2. Classified**

Resolution: That the Board of Trustees approve the consent items as outlined.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco.**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz  
The Student Trustee Advisory vote was Yea**

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## **G3. Management and Confidential**

Resolution: That the Board of Trustees approve the consent items as outlined.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco.**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz  
The Student Trustee Advisory vote was Yea**

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## **G4. Unrepresented (AP 7130), 2020-2021**

Resolution: That the Board of Trustees approve the consent items as outlined.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz  
The Student Trustee Advisory vote was Yea**

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## **G5. Students, 2020-2021**

Resolution: That the Board of Trustees approve the consent items as outlined.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz**  
**The Student Trustee Advisory vote was Yea**

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#### **G6. Volunteers, 2020-2021**

Resolution: That the Board of Trustees approve the consent items as outlined.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco**

**Final Resolution: Motion Carried**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz**  
**The Student Trustee Advisory vote was Yea**

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#### **G7. Ratification of Memorandum of Understanding (MOU) Between the Rio Hondo College Faculty Association (RHCFA) and Rio Hondo Community College District - March 19, 2021**

Resolution: That the Board of Trustees ratify the MOU between the District and RHCFA, dated March 19, 2021, as submitted.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz**  
**The Student Trustee Advisory vote was Yea**

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#### **H. ACTION ITEMS - PRESIDENT'S OFFICE**

##### **H1. Approval of the 2021 Distinguished Service Award**

The Board of Trustees approved the recommendation of the Committee comprising of the Superintendent/President, Board President, ASRHC President and the President of the Academic Senate to designate Josefina Canchola as the recipient of the 2021 Distinguished Service Award.

**Motion by Oscar Valladares, second by Vicky Santana**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz**  
**The Student Trustee Advisory vote was Yea**

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##### **H2. Revision of BP 1200 - District Mission, Vision, and Values and BP 6150 Designation of Authorized Signatures for first reading.**

The Board of Trustees approved BP 1200 - District Mission, Vision, and Values and BP 6150 Designation of Authorized Signatures for first reading.

**Motion by Oscar Valladares, second by Kristal Orozco**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz**  
**The Student Trustee Advisory vote was Yea**

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### **H3. Approval of Resolution to Reaffirm Support for Diversity, Equity and Inclusion (DEI) in Recognition of DEI Month in April**

The Board of Trustees approved the Resolution to Reaffirm Support for Diversity, Equity and Inclusion (DEI) in Recognition of DEI Month in April.

**Motion by Oscar Valladares, second by Vicky Santana**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz**  
**The Student Trustee Advisory vote was Yea**

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## **I. INFORMATION ITEMS**

**I1. Governing Board Meeting Schedule for 2021 (For Perusal)**

**I2. Revision of AP 6150-Designation of Authorized Signatures; AP 6160-Revolving Cash Fund; AP 6175-Payment by Credit Card or Check; AP 6185-Fee Waivers/Deferments**

**I3. Personnel Diversity Report - 2021**

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## **J. DISCUSSION ITEMS/NEW BUSINESS FROM THE BOARD**

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## **K. STAFF REPORTS**

**K1. Presidents of RHCFA, Academic Senate, CSEA, ASRHC, Vice Presidents of Academic Affairs, Finance and Business, and Student Services Oral Reports (3 minutes each)**

**RHCFA** - Rudy Rios welcomed Dr. Dixon-Peters to his first board meeting and looks forward to working with him. He encouraged listening to a number of perspectives not only a few and encourages his attendance at meetings of the various groups.

**Academic Senate** - Kevin Smith welcomed Dr. Dixon-Peters and is excited for his arrival on campus. It has taken 23 months for him to compose his thoughts and with 50 faculty being recognized tonight for advancement in Academic rank of which 37 were adjuncts. He asked that the Board to listen and please reflect on how you serve our college in your role as Trustees.

**CSEA** - Sandra Hernandez congratulated all faculty on their Advancement in Academic Rank. She reported that she is pleased to share with the board the recent staff recognitions of Albert Bretado from Marketing and Communications April "Rio Star" and our Custodial staff who were the recipients of the "Better Together" awards for the month of April. CSEA hosted new Director of Facilities Mario Gaspar and it was great to have him attend their meeting. Welcome to Dr. Dixon-Peters and she looks forward to working together.

**ASRHC** - Jason Reyes reiterated what Trustee Reasin reported that low socio-economic groups are having difficulty securing a vaccine. Consider students who are working to support their families. Perhaps

moving forward, we can have hybrid classes, recorded lectures, re-evaluate current policies and practices that aren't student centered under the current environment.

**VPAA** - Dr. Mecom reported that there is 147 Nursing Students who will graduate this semester. Dean Page is working on the logistics for the Nursing Pinning Ceremony. She welcomed Dr. Dixon-Peters and looks forward to working with him.

**VPFB** - Welcome to Dr. Dixon-Peters. The college is committed to the health and safety of all and encourages vaccination to assist with reopening our campus.

**VPSS** - Dr. Dixon-Peters noted that he has been received very warmly and is excited to be here. He was compelled to apply because RHC is single campus District and because of our Mission statement. He has met with the Deans and Directors of the Student Services Area and is excited by their work.

## **K2. Academic Senate Minutes (1 Set For Perusal)**

## **K3. Staff Conference Reports (2 For Perusal)**

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## **L. BOARD ACTIVITY & PROFESSIONAL DEVELOPMENT REPORTING, BOARD CALENDAR**

### **L1. Board of Trustees Communication & Professional Development Reporting (3 minutes each)**

**Trustee Medina Diaz** - attended orientation meeting with key staff including the Superintendent, Board president and it was very helpful. For the record she wanted to clarify that she did not attend the "HER Story" poetry slam on March 24, 2021. She plans on attending training events/conference sponsored by CCLC.

**Trustee Valladares** - Thanked Dr. Smith for his honesty and courage to say what needed to be said. Welcome to Dr. Dixon-Peters. He is hopeful that through your work we can build capacity with men of color on our campus. Congratulations to all faculty for Academic Rank, Albert and the Custodial team. He recently attended a webinar through ACCT that focused on transportation, technology, resources and mental health accessibility for our students. Mental health should be featured on the District's main webpage.

**Student Trustee Reasin** - No report.

**Trustee Orozco** - Congratulations to all on Tenure and Academic Rank faculty. She looks forward to hearing about reopening plans from the COVID Taskforce.

**Trustee Santana** - Welcome to Rio Hondo Dr. Dixon-Peters. She looks forward to hearing your voice and that of the Student Services Division. Welcome to Trustees Reasin and Medina Diaz who have attended their first regular meetings. There is a very fine line in we are going to walk with reopening, there are health and safety concerns, enrollment and staying competitive. It's a delicate balance. She strongly encouraged vaccination. Congratulations to all Tenure and Academic Rank Faculty you are essential to our success. Thank you Dr. Smith for keeping the Board accountable.

**Board President Lomeli** - Congratulations to our faculty on your Tenure and Academic Rank. To the Nursing Division congratulations on the Song Brown Grant renewal. She attended the ASRHC meeting on Monday April 12, 2021. She is looking forward to the Board Retreat this weekend and it is much needed work together and a first step to be unified and the college deserves that.

### **L2. Board of Trustees Calendar 20-21**

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## **M. CLOSED SESSION**

Board Counsel Noel Tapia read the items aloud to be discussed in closed session and Board President Lomeli recessed the meeting to Closed Session at 8:34 after a five-minute break. Board President Lomeli reconvened the meeting at 10:09PM and reported that no action was taken in closed session.

**M1. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE - Pursuant to Government Code Section 54957 (1)**

**M2. CONFERENCE WITH LABOR NEGOTIATOR-Pursuant to Government Code Section 54957.6:**

**M3. PUBLIC EMPLOYEE PERFORMANCE EVALUATION-Superintendent/President-Pursuant to Government Code Section 54957**

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## **N. ADJOURNMENT**

### **N1. Adjournment of Board Meeting**

The Board of Trustees motioned to adjourn the meeting at 10:10PM.

**Motion by Vicky Santana, second by Anais Medina Diaz**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz**

**The Student Trustee was not present for the vote**

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**N2. Special Board Meeting/Board Retreat – Scheduled for Saturday, April 17, 2021, 9:00 AM**

**Information: 3. Special Board Meeting/Study Session – Scheduled for Wednesday, April 28, 2021, 6:00 PM**

**Information: 4. Regular Board Meeting – Scheduled for Wednesday, May 12, 2021, 6:00 PM**



**RIO HONDO COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES  
Special Meeting/Study Session, 6:00PM  
Wednesday, May 12, 2021  
\*Generated via Board Docs\***

**OPENING ITEMS**

**A1. Call to Order-6:00PM**

Board President Rosaelva Lomeli called the meeting to order at 6:01PM.

**A2. Roll Call**

**Members Present**

Rosaelva Lomeli (Presiding), Vicky Santana (via Zoom logged in at 6:04PM), Oscar Valladares, Kristal Orozco (via Zoom logged in at 6:46PM), Anais Medina Diaz (via Zoom), Madeline Reasin, Student Trustee (via Zoom)

**Members Absent**

Trustees Santana and Orozco were reported absent but logged on at 6:04PM (Santana) and 6:46PM (Orozco).

**Staff Members Present**

Teresa Dreyfuss, Superintendent/President  
Dr. Alice Mecom, Acting Vice President, Academic Affairs  
Stephen Kibui, Vice President, Finance & Business  
Dr. Earic Dixon-Peters, Vice President, Student Services  
Jason Reyes, President, ASRHC (via Zoom)  
Dr. Kevin Smith, President, Academic Senate (via Zoom)  
Rudy Rios, President, RHCFA (via Zoom)  
Sandra Hernandez, President, CSEA (via Zoom)  
Renee Gallegos (Board Docs Moderator and Recorder)  
Angie Tomasich (Zoom Moderator)  
Carlos Monteros (Audio Video Technician)

**Board Counsel**

Rick Olivarez, (Counsel)

**A3. Pledge of Allegiance**

Trustee Orozco led the pledge of allegiance.

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**A4. Approval of Minutes Regular Mtg.-4/14/2021**

The Board of Trustees approved the Minutes of 4/14/2021 as presented.

**Motion by Oscar Valladares, second by Anais Medina Diaz**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Anais Medina Diaz**

**Not Present at Vote: Kristal Orozco**  
**Student Trustee Vote was Yea**

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**A5. Approval of Minutes Special Mtg./Board Retreat-4/17/2021**

The Board of Trustees approved the Minutes of 4/17/2021 as presented.

**Motion by Oscar Valladares, second by Anais Medina Diaz**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Anais Medina Diaz**

**Not Present at Vote: Kristal Orozco**

**Student Trustee Vote was Yea**

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**A6. Approval of Minutes Special Mtg.-4/28/2021**

The Board of Trustees approved the Minutes of 4/28/2021 as presented. Student Trustee Vote was Yea

**Motion by Oscar Valladares, second by Anais Medina Diaz**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Anais Medina Diaz**

**Not Present at Vote: Kristal Orozco**

**Student Trustee Vote was Yea**

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**A7. Open Communication for Public Comment**

Esmeralda Cazarez, Erika Sigala, Lina Campillo, Christina Almanza, and Diana Laureano provided comments regarding the Fall class schedule and the changes that were made to it after the schedule went live. Many students plan their work and family commitments around school scheduling and to make changes mid-way is very disruptive and may cause additional stressors for students.

Rick Olivarez, Counsel reported for the record that Matthew Del Haro was called upon for public comments and did not respond.

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**A8. Superintendent's Report**

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**B. COMMENDATIONS**

**B1. Forensics Team** - the Board congratulated the Forensics Team and coaches on their efforts in a very difficult year.

1. Alyssa Gomez
2. Amarah Hindi
3. Ashley Sanchez
4. Dulce Aguirre
5. Dulce Santana

6. Giovanna Arena
7. John Connell
8. Sean Perez

Coaches: Patricia Hughes, Alex Cadena and Edward Minasyan  
Coordinator: Grant Tovmasian

## **B2. Academic Retirement, George Wang, Professor, Mathematics, Sciences and Engineering**

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### **C. PRESENTATIONS**

**C1. 2019/2020 Sabbatical Leave Report - Dr. Ted Preston BSS Division**

**C2. Annual Vision for Success Update - Dr. Caroline Durdella, Dean, Institutional Research**

**C3. Update on San Gabriel Valley Water Co. Water Reservoir Project by President Dreyfuss, Dr. Russell Castaneda Calleros (RHC), Luis Rojas (DTG) and Eddy Beltran, Atkinson, Andelson, Loya, Ruud & Romo**

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### **D. CONSTRUCTION UPDATE**

**D1. Construction Update - Del Terra, Program Manager**

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### **E. CONSENT ITEMS - FINANCE & BUSINESS**

E1. General Consent Items (Requires one vote by the Board of Trustees) on All Consent Agenda Items  
Resolution: That the Board of Trustees approve the Consent Agenda items as presented.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz**

**The Student Trustee Advisory Vote was Yea**

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**E2. Finance & Business Reports - Purchase Order Report**

Resolution: That the Board of Trustees approve the Consent Agenda item as presented.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz**

**The Student Trustee Advisory Vote was Yea**

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### **E3. Finance & Business Reports - Payroll Warrant Report**

Resolution: That the Board of Trustees approve the Consent Agenda item as presented.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz**

**The Student Trustee Advisory Vote was Yea**

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### **E4. CCFS-311Q Quarterly Report**

Resolution: That the Board of Trustees approve the Consent Agenda item as presented.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz**

**The Student Trustee Advisory Vote was Yea**

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### **E5. Resolution No. 051221 Declaration of Emergency on the Removal of Fire Fuel Materials Campuswide : Los Angeles Conservation Corps.**

Resolution: That the Board of Trustees approve Resolution No. 051221, approve contract with LA Conservation Corps in the amount not to exceed \$517, 215.00 to be paid from HEERF II (CRRSA) Funds and authorize the Administration to execute the appropriate documents on behalf of the District.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz**

**The Student Trustee Advisory Vote was Yea**

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### **E6. Approve Acceptance of Grant - Certified Nursing Assistant Program: Arthur N. Rupe Foundation FY 2021-2022**

Resolution: That the Board of Trustees approve acceptance of the Arthur N. Rupe Foundation funding as described above and authorize the Administration to execute appropriate documents on behalf of the District.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz**

**The Student Trustee Advisory Vote was Yea**

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**E7. Approve Acceptance of Grant: California Office of Emergency Services Campus Sexual Violence Program Funding**

Resolution: That the Board of Trustees approve acceptance of grant from CalOES as described above and authorize the Administration to execute appropriate documents on behalf of the District.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz  
The Student Trustee Advisory Vote was Yea**

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**E8. Amendment 1 to Agreement No. BR-015-19 : Foundation for California Community Colleges for State of California's Bureau of Automotive Repair (BAR) Smog Referee and Student Training Program**

Resolution: That the Board of Trustees approve Amendment 1 to Agreement No. BR-015-19 and authorize the Administration to execute the appropriate documents on behalf of the District.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz  
The Student Trustee Advisory Vote was Yea**

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**E9. Approve Amendment No. 3 to Memorandum of Agreement : Classroom Based Programs: Career Training Solutions**

Resolution: That the Board of Trustees approve Amendment No. 3 to MOA with Career Training Solutions LLC as presented above and authorize Administration to execute the appropriate documents on behalf of the District.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz  
The Student Trustee Advisory Vote was Yea**

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**10. Apprenticeship Instructors – Carpenter Joint Apprentice and Training Committee and/or Southwest Carpenters Training Fund FY 2020-2021.**

Resolution: That the Board of Trustees approve the list of apprenticeship instructors and the terms outlined above, and authorize the Administration to execute appropriate documents on behalf of the District.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz**

**The Student Trustee Advisory Vote was Yea**

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**E11. Approve AVID Learning Partner Agreement : Web Based Services - AVID Technology, Inc.**

Resolution: That the Board of Trustees approve the Learning Partner Agreement with AVID Technology, Inc. and authorize the Administration to execute appropriate documents on behalf of the District.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz**

**The Student Trustee Advisory Vote was Yea**

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**E12. Approve Clinical Affiliation Agreement: PIH Health Parties**

Resolution: That the Board of Trustees approve the clinical affiliation agreement with PIH Health Parties as presented above and authorize Administration to execute the appropriate documents on behalf of the District.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz**

**The Student Trustee Advisory Vote was Yea**

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**E13. Approve Weapons Firing Range Agreement – Montebello Police Department**

Resolution: That the Board of Trustees approve the agreement with the Montebello Police Department, for use of the Firing Range and authorize the Administration to execute appropriate documents on behalf of the District.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz**

**The Student Trustee Advisory Vote was Yea**

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**E14. Approve Traccloud Software As A Service Agreement – Redrock Software Corp.**

Resolution: That the Board of Trustees approve the SaaS Agreement with Redrock Software Corp. as described above and authorize the Administration to execute appropriate documents on behalf of the District.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz**

**The Student Trustee Advisory Vote was Yea**

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**E15. Authorize Use of US Communities Agreement No. 18221 executed by the Cobb County, GA with Kronos SaaS, Inc. : Workforce Management Systems and Related Products Services and Solutions**

Resolution: That the Board of Trustees authorize the use of the US Communities Agreement No. 18221 executed by Cobb County, GA with Kronos SaaS, Inc. with cost not to exceed \$367,850.00 to be paid from CAREs Act Funds and authorize Administration to execute the appropriate documents on behalf of the District.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz**

**The Student Trustee Advisory Vote was Yea**

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**E16. Approve Design Services for Campus Inn Tier 3 Seismic Retrofit, Fire Protection and ADA Upgrades : tBP/Architecture, Inc.**

Resolution: That the Board of Trustees approve the architectural contract with tBP/Architecture, Inc. for design services for the Campus Inn Tier 3 Seismic Retrofit, Fire Protection and ADA Upgrades in the amount not to exceed \$172,500.00 from Capital Outlay Projects Fund and authorize the Administration to execute appropriate documents on behalf of the District.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz**

**The Student Trustee Advisory Vote was Yea**

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**E17. Fee Based Continuing Education Instruction**

Resolution: That the Board of Trustees approve the fee based Continuing Education Instruction Consent Agenda item as presented.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco**



**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz  
The Student Trustee Advisory Vote was Yea**

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**E18. Consultants**

Resolution: That the Board of Trustees approve the fee based Continuing Education Instruction Consent Agenda item as presented.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz  
The Student Trustee Advisory Vote was Yea**

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**F. CONSENT - ACADEMIC AFFAIRS**

**F1. Curriculum Items**

Resolution: That the Board of Trustees approve the curriculum items as listed.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz  
The Student Trustee Advisory Vote was Yea**

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**G. CONSENT ITEMS - HUMAN RESOURCES (PERSONNEL)**

**G1. Academic**

Resolution: That the Board of Trustees approve the consent items as outlined.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz  
The Student Trustee Advisory Vote was Yea**

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**G2. Classified**

Resolution: That the Board of Trustees approve the consent items as outlined.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz  
The Student Trustee Advisory Vote was Yea**

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**G3. Unrepresented (AP 7130), 2020-2021**

Resolution: That the Board of Trustees approve the consent items as outlined.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz  
The Student Trustee Advisory Vote was Yea**

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**G4. Students, 2020-2021**

Resolution: That the Board of Trustees approve the consent items as outlined.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz  
The Student Trustee Advisory Vote was Yea**

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**G5. Declaration of Indefinite Salaries for Retroactive Pay for 2021-2022 for Managers, Faculty, Confidential, and Classified Employees**

Resolution: That the Board of Trustees approve the consent items as outlined.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz  
The Student Trustee Advisory Vote was Yea**

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**H. CONSENT - PRESIDENT'S OFFICE**

**H1. Resolution in Support of Classified School Employee Week**

Resolution: That the Board of Trustees approve the Resolution in Support of Classified School Employee Week.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz  
The Student Trustee Advisory Vote was Yea**

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**H2. Resolution to Reaffirm Support for Mental Health in Recognition of Mental Health Awareness Month in May**

Resolution: That the Board of Trustees approve the Resolution to Reaffirm Support for Mental Health in Recognition of Mental Health Awareness Month in May.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz  
The Student Trustee Advisory Vote was Yea**

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**H3. Resolution in Support of El Dia del Maestro/Day of the Teacher**

Resolution: That the Board of Trustees approve the Resolution in Support of El Dia del Maestro/Day of the Teacher.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz  
The Student Trustee Advisory Vote was Yea**

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**H4. Distinguished Faculty Award for 2021**

Resolution: That the Board of Trustees designate Jose Rodriguez as the Distinguished Faculty Award recipient for 2021.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz  
The Student Trustee Advisory Vote was Yea**

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**I. ACTION ITEMS - FINANCE & BUSINESS**

**I1. Additional Architectural Service Fees for "L" Tower Seismic Upgrade Project Phase 1 - Westberg White Architecture**

The Board of Trustees approved the action agenda item as presented.

**Motion by Oscar Valladares, second by Rosaelva Lomeli.**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz  
The Student Trustee Advisory Vote was Yea**

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**I2. Supplemental Professional Surveying Services for the Music/Wray Theatre Project, Accessibility, Path of Travel – RICK Engineering Company**

The Board of Trustees approved the action agenda item as presented.

**Motion by Oscar Valladares, second by Kristal Orozco.**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz  
The Student Trustee Advisory Vote was Yea**

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**J. ACTION ITEMS-PRESIDENT'S OFFICE**

J1. Revision of BP 1200 - District Mission, Vision, and Values and BP 6150 Designation of Authorized Signatures for Second Reading and Final Adoption

The Board of Trustees approved BP 1200 - District Mission, Vision, and Values and BP 6150 Designation of Authorized Signatures for second reading and final adoption.

**Motion by Vicky Santana, second by Kristal Orozco.**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz  
The Student Trustee Advisory Vote was Yea**

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**J2. AMENDED - Superintendent/President Search Consultant RFP Time Line**

The Board of Trustees opened the discussion to review, discuss and approve the Superintendent/President Search Consultant RFP Time Line.

Motion by Oscar Valladares, second by Vicky Santana for purposes of discussion.

The Board of Trustees reviewed, discussed and approved the Superintendent/President Search Consultant RFP Time Line as attached and authorized the Administration to issue the appropriate documents on behalf of the District.

**Motion by Vicky Santana, second by Anais Medina Diaz.**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz  
The Student Trustee Advisory Vote was Yea**

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**K. INFORMATION ITEMS**

**K2. Bond Expenditure Quarterly Report**

### **K3. Governing Board Meeting Schedule for 2021 (For Perusal)**

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#### **L. DISCUSSION ITEMS/NEW BUSINESS FROM THE BOARD**

Trustee Santana requested that at the next Board Retreat can the facilitator incorporate the Board updating the Superintendent/Presidential Profile into the work that day? It would be helpful to get a head start on this and also to find out what each Trustee has as desired skills and attributes for the next Superintendent/President.

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#### **M. STAFF REPORTS**

##### **M1. Presidents of RHCFA, Academic Senate, CSEA, ASRHC, Vice Presidents of Academic Affairs, Finance and Business and Student Services Oral Reports (3 minutes each)**

**Rudy Rios, President RHCFA** - Announced that he was re-elected to serve as President of RHCFA. He encourages students to keep advocating, the pandemic did not hand us a guide for Administrators and he is grateful for all the work this year from all.

**Kevin Smith - President Academic Senate** - shared some highlights under his tenure as President of the Academic Senate including progress on Guided Pathways, Major Declaration Day, IGETC Day, Policy changes, breaking down silos, inclusivity in Academic Rank, Credit for Prior Learning, funds for OEI, Equity, RHC Teaching and Learning, Accreditation, remote instruction, planning for our return to campus. There are many things to be thankful for. This is his last meeting serving as the Academic Senate President and Doralí Pichardo-Díaz will be taking over June 1st.

**Sandra Hernandez, President, CSEA** - Thanked the Board of Trustees for approving the Resolution in Support of CSEA Week. She announced that CSEA is donating \$500 the RHCFA Scholarship fund. Also gave a shout out to Dr. Ted Preston on his sabbatical leave report.

**Jason Reyes, ASRHC President** - Reported that Administration should adhere to registration dates, hear the voices of our students and how changes affect them adversely. There was lack of consultation, communication and no clear plan for students to return to campus. He hopes that the advocacy continues and is proud of the work that was accomplished this year. He will be transferring to Colorado in the fall.

**Alice Mecom, Acting VPAA** - Reported that we have ten graduates that will complete the BA degree program at the end of the month. We will also have the Nursing Pinning Ceremony, Fire Academy Class 96 graduation and Commencement.

**Stephen Kibui, VPFB** - Thanked Kevin and Jason for their work and leadership roles this year.

**Eric Dixon-Peters, VPSS** - Thanked all of the Student Services managers and the classified staff. IT has been busy this week with Foster Ally Training, AAPI, the Undocu Ceremony etc. He is looking forward to the COVID survey results so that feedback can be incorporated into the return to campus plan.

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##### **M2. Academic Senate Minutes (3 Sets For Perusal)**

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## **N. BOARD ACTIVITY & PROFESSIONAL DEVELOPMENT REPORTING, BOARD CALENDAR**

### **N1. Board of Trustees Communication & Professional Development Reporting (3 minutes each)**

**Student Trustee Reasin** - Thanked the Board of Trustees, President Dreyfuss for the great opportunity to serve as Student Trustee. It was a wonderful learning experience and eye-opening to be the voice of the students on the Board. She is transferring to UCLA in the fall.

**Trustee Medina Diaz** - reported that she hears the students and alumni and will work on these issues. Thank you Trustee Reasin and Jason for your work this year and wished them both continued success.

**Trustee Valladares** - Thanked Supt./President Dreyfuss for her support of the Undocu Conference.

We were honored to have Congresswoman Lucille Roybal-Allard as the keynote speaker. This is a product of her work. Thank you Kevin for having the strength to say what needs to be said. CSEA staff it has been a trying year. Thank you for all your work. As for the Day of the Teacher, each of us has had a teacher impact our lives, inspired and brought us to the place we are today. Thank you.

**Trustee Orozco** - Happy Mother's Day to all the moms. Teacher and CSEA staff, education is a work of the heart. Listen and take action. Do more than listen, take action. Congratulations to the class of 2021! She is looking forward to participating in Commencement. Thank you Kevin for all the work you put in during the last two years.

**Trustee Santana** - Thanked Kevin for his admirable service during the last two years. It was not easy during a pandemic. Rudy see you soon. Trustee Reasin thank you for your leadership. We need to formalize the student voice especially with the plans ot reopen our campus, registration problems etc. She attended the CCLC Conference and will be participating the Board and CEO DEI Townhall on May 20th. We have to do better for our students, live it in our hearts but we are stuck in practices.

**Trustee Lomeli** - Reported that she acknowledges the issues that our students spoke about this evening. We say the right works but we also forget and need to be mindful of how we say things. Be more mindful always. She attended the CCLC conference and one of the workshops she attended that we should praise publicly and criticize privately. She hears the words that were spoken tonight.

### **N2. Board of Trustees Calendar 20-21**

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## **O. CLOSED SESSION**

### **O1. PUBLIC EMPLOYEE EMPLOYMENT - Pursuant to Government Code Section 54957 (4)**

Counsel Rick Olivarez reported that the Board of Trustees accepted the Superintendent/President's recommendation to employ Dr. Jenny Ding as Full Time Instructor, Engineering, Tenure-Track.

**Motion by Oscar Valladares, second by Anais Medina Diaz**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz**

Counsel Rick Olivarez reported that the Board of Trustees accepted the Superintendent/President's recommendation to employ Richard Beckman as Full Time Instructor, Fire Technology, Tenure-Track.

**Motion by Oscar Valladares, second by Kristal Orozco**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz**

Counsel Rick Olivarez reported that the Board of Trustees accepted the Superintendent/President's recommendation to employ Dr. Don Miller as Vice President, Academic Affairs.

**Motion by Oscar Valladares, second by Vicky Santana**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz**

Counsel Rick Olivarez reported that the Board of Trustees the Board did not discuss the Executive Director of Human Resources item.

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**02. CONFERENCE WITH LABOR NEGOTIATOR-Pursuant to Government Code Section 54957.6:**

Agency Negotiator: Loy Nashua

Employee Organizations: CSEA

Counsel Rick Olivarez reported that the Board of Trustees received a report from staff, the Board gave direction. No further action was taken on this item.

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**03. CONFERENCE WITH LEGAL COUNSEL-Pursuant to Government Code Section 54956.9:  
Anticipated Litigation (1 Case) - Significant exposure to litigation pursuant to paragraphs 2  
and 3 of subdivision (d) of Government Code Section 54956.9**

Counsel Rick Olivarez reported that the Board of Trustees received a report from outside Counsel, the Board gave direction. No further action was taken on this item.

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**P. ADJOURNMENT**

**P1. Adjournment of Board Meeting**

The Board of Trustees motioned and adjourned the meeting at 9:55PM.

**Motion by Oscar Valladares, second by Vicky Santana**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz**

**P2. Special Board Meeting/Study Session – Scheduled for Wednesday, May 26, 2021, 6:00PM**

**P3. Regular Board Meeting-Scheduled for Wednesday, June 9, 2021, 6:00 PM**



**RIO HONDO COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES  
Special Meeting/Study Session, 6:00PM  
Wednesday, June 9, 2021  
\*Generated via Board Docs\***

**A. MEET & GREET 5:30PM**

**A1. Meet & Greet with Rio Hondo College Board of Trustees and ASRHC Leadership**

Board President Lomeli, Trustees Santana, Valladares and Medina Diaz met with the new Associated Students of Rio Hondo College (ASRHC) President Pricilla Mendoza and Graciela Bataz and Student Trustee Elect Kayla Cruz.

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**OPENING ITEMS**

**B1. Call to Order-6:00PM**

Board President Rosaelva Lomeli called the meeting regular meeting to order at 6:05PM.

**B2. Roll Call**

**Members Present**

Rosaelva Lomeli (Presiding), Vicky Santana, Oscar Valladares, Kristal Orozco (via Zoom logged in at 7:45PM), Anais Medina Diaz (via Zoom), Kayla Cruz, Student Trustee (via Zoom)

**Members Absent**

Trustees Orozco was reported absent but logged on later at 7:45PM

**Staff Members Present**

Teresa Dreyfuss, Superintendent/President  
Stephen Kibui, Vice President, Finance & Business  
Dr. Earic Dixon-Peters, Vice President, Student Services  
Jason Reyes, President, ASRHC (via Zoom)  
Dorali Pichardo-Diaz, President, Academic Senate (via Zoom)  
Rudy Rios, President, RHCFA (via Zoom)  
Sandra Hernandez, President, CSEA (via Zoom)  
Renee Gallegos (Board Docs Moderator and Recorder)  
Angie Tomasich (Zoom Moderator)  
Erik Telles (Audio Video Technician)

**Board Counsel**

Rick Olivarez, (Counsel)

**B3. Pledge of Allegiance**

Trustee Elect Cruz led the pledge of allegiance.

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#### **B4. Approval of Minutes Regular Mtg. - 5/12/2021**

The Board of Trustees approved the Minutes of 5/12/2021 as presented.

**Motion by Anais Medina Diaz, second by Vicky Santana.**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Anais Medina Diaz**

**Not Present at Vote: Kristal Orozco**

**Student Trustee Elect Advisory Vote: Yea**

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#### **B5. Approval of Minutes Special Mtg./Board Retreat - 5/26/2021**

The Board of Trustees approved the Minutes of 5/26/2021 as presented.

**Motion by Vicky Santana, second by Anais Medina Diaz.**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Anais Medina Diaz**

**Not Present at Vote: Kristal Orozco**

**Student Trustee Elect Advisory Vote: Yea**

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#### **B6. Open Communication for Public Comment**

No public comments were made.

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#### **B7. Superintendent's Report**

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### **C. OATH OF OFFICE NEW STUDENT TRUSTEE**

#### **C1. Oath of Office for New Student Trustee - Kayla Cruz**

The Oath of Office was administered to Trustee Elect Cruz by Board President Lomeli.

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### **D. COMMENDATIONS**

#### **D1. 2021 Distinguished Service Award - Josefina E. Canchola**

#### **D2. 2021 Distinguished Faculty Award - Jose Rodriguez**

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### **E. PRESENTATIONS**

#### **E1. ADDENDUM - Student Survey Results, Dr. Caroline Durdella, Dean, Institutional Research & Planning and Dr. Earic Dixon-Peters, VP Student Services**

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## **F. CONSTRUCTION UPDATE**

### **F1. Construction Update - Del Terra, Program Manager**

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## **G. CONSENT - ACADEMIC AFFAIRS**

### **G1. Curriculum Items**

Resolution: That the Board of Trustees approve the curriculum items as listed.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Vicky Santana.**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Anais Medina Diaz**

**Not Present at Vote: Kristal Orozco**

**Student Trustee Advisory Vote: Yea**

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## **H. CONSENT ITEMS - FINANCE & BUSINESS**

H1. General Consent Items (Requires one vote by the Board of Trustees) on All Consent Agenda Items

Resolution: That the Board of Trustees approve the Consent Agenda items as presented.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Vicky Santana.**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Anais Medina Diaz**

**Not Present at Vote: Kristal Orozco**

**Student Trustee Advisory Vote: Yea**

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### **H2. Finance & Business Reports - Purchase Order Report**

Resolution: That the Board of Trustees approve the Consent Agenda item as presented.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Vicky Santana.**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Anais Medina Diaz**

**Not Present at Vote: Kristal Orozco**

**Student Trustee Advisory Vote: Yea**

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### **H3. Finance & Business Reports - Payroll Warrant Report**

Resolution: That the Board of Trustees approve the Consent Agenda item as presented.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Vicky Santana.**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Anais Medina Diaz**

**Not Present at Vote: Kristal Orozco**

**Student Trustee Advisory Vote: Yea**

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**H4. Approve Renewal Subscription Order Form : Web Based Services - CampusLogic**

Resolution: That the Board of Trustees approve the Subscription Order Form with CampusLogic and authorize the Administration to execute appropriate documents on behalf of the District.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Vicky Santana.**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Anais Medina Diaz**

**Not Present at Vote: Kristal Orozco**

**Student Trustee Advisory Vote: Yea**

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**H5. Approve Clinical Affiliation Agreement: Creative Beginnings**

Resolution: That the Board of Trustees approve the clinical affiliation agreement with Creative Beginnings as presented above and authorize Administration to execute the appropriate documents on behalf of the District.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Vicky Santana.**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Anais Medina Diaz**

**Not Present at Vote: Kristal Orozco**

**Student Trustee Advisory Vote: Yea**

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**H6. Approve Instructional Service Agreement: Vocational Education Programs - Los Angeles Area Fire Chief's Association (LAAFCA)**

Resolution: That the Board of Trustees approve the Instructional Service Agreement with LAAFCA and authorize the Administration to execute appropriate documents on behalf of the District.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Vicky Santana.**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Anais Medina Diaz**

**Not Present at Vote: Kristal Orozco**

**Student Trustee Advisory Vote: Yea**

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**H7. Approve Agreement No. 00004520: Student Ambassador Program - Foundation for California Community Colleges**

Resolution: That the Board of Trustees approve the Agreement with FCCC as described above and authorize Administration to execute the appropriate documents on behalf of the District.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Vicky Santana.**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Anais Medina Diaz**

**Not Present at Vote: Kristal Orozco**

**Student Trustee Advisory Vote: Yea**

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#### **H8. Approve Technical Training Agreement: Rivian Automotive, LLC.**

Resolution: That the Board of Trustees approve the Technical Training Agreement with Rivian Automotive, LLC and authorize the Administration to execute appropriate documents on behalf of the District.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Vicky Santana.**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Anais Medina Diaz**

**Not Present at Vote: Kristal Orozco**

**Student Trustee Advisory Vote: Yea**

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#### **H9. Approve Common Remittance Service Agreement : Rio Hondo College TDS 457(b) Plan - Schools First Plan Administration, LLC**

Resolution: That the Board of Trustees approve the Agreement with Schools First and authorize the Administration to execute appropriate documents on behalf of the District.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Vicky Santana.**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Anais Medina Diaz**

**Not Present at Vote: Kristal Orozco**

**Student Trustee Advisory Vote: Yea**

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#### **H10. Surplus Property**

Resolution: That the Board of Trustees, determine that the above referenced property is surplus and of insufficient value to defray the cost of arranging a sale, or it may be recycled as e-waste on order of any employee of the District empowered for that purpose by the Board.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Vicky Santana.**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Anais Medina Diaz**  
**Not Present at Vote: Kristal Orozco**  
**Student Trustee Advisory Vote: Yea**

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**H11. Approve Revenue Agreement: Spent Brass Ammunition Casing Salvage – Ammo Brothers**

Resolution: That the Board of Trustees approve the revenue agreement with Ammo Brothers as summarized above and authorize the Administration to sign the appropriate documents on behalf of the District.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Vicky Santana.**  
**Final Resolution: Motion Carries**  
**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Anais Medina Diaz**  
**Not Present at Vote: Kristal Orozco**  
**Student Trustee Advisory Vote: Yea**

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**H12. Approve Weapons Firing Range Agreement – Department of California Highway Patrol**

Resolution: That the Board of Trustees approve the agreement with the Department of California Highway Patrol, for use of the Firing Range and authorize the Administration to execute appropriate documents on behalf of the District.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Vicky Santana.**  
**Final Resolution: Motion Carries**  
**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Anais Medina Diaz**  
**Not Present at Vote: Kristal Orozco**  
**Student Trustee Advisory Vote: Yea**

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**H13. Approve Resolution # 060921 to Approve Funding from the California Department of Education California State Preschool Program Contract No. CSPP-1254 FY 21-22**

Resolution: That the Board of Trustees approve the resolution approving funding from the California Department of Education

California State Preschool Program Contract No. CSPP-1254 in the amount not to exceed \$287,335.00 and authorizing the Administration to execute the appropriate documents on behalf of the District.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Vicky Santana.**  
**Final Resolution: Motion Carries**  
**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Anais Medina Diaz**  
**Not Present at Vote: Kristal Orozco**  
**Student Trustee Advisory Vote: Yea**

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## **H14. Consultants**

Resolution: That the Board of Trustees approve the fee based Continuing Education Instruction Consent Agenda item as presented.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Vicky Santana.**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Anais Medina Diaz**

**Not Present at Vote: Kristal Orozco**

**Student Trustee Advisory Vote: Yea**

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## **I. CONSENT ITEMS - HUMAN RESOURCES (PERSONNEL)**

### **I1. Academic**

Resolution: That the Board of Trustees approve the consent items as outlined.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Vicky Santana.**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Anais Medina Diaz**

**Not Present at Vote: Kristal Orozco**

**Student Trustee Advisory Vote: Yea**

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### **I2. Classified**

Resolution: That the Board of Trustees approve the consent items as outlined.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Vicky Santana.**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Anais Medina Diaz**

**Not Present at Vote: Kristal Orozco**

**Student Trustee Advisory Vote: Yea**

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### **I3. Management and Confidential**

Resolution: That the Board of Trustees approve the consent item as outlined.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Vicky Santana.**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Anais Medina Diaz**

**Not Present at Vote: Kristal Orozco**

**Student Trustee Advisory Vote: Yea**

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#### **I4. Unrepresented (AP 7130), 2020-2021 and 2021-2022**

Resolution: That the Board of Trustees approve the consent items as outlined.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Vicky Santana.**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Anais Medina Diaz**

**Not Present at Vote: Kristal Orozco**

**Student Trustee Advisory Vote: Yea**

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#### **I5. Students, 2020-2021**

Resolution: That the Board of Trustees approve the consent items as outlined.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Vicky Santana.**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Anais Medina Diaz**

**Not Present at Vote: Kristal Orozco**

**Student Trustee Advisory Vote: Yea**

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#### **I6. Volunteers**

Resolution: That the Board of Trustees approve the consent items as outlined.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Vicky Santana.**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Anais Medina Diaz**

**Not Present at Vote: Kristal Orozco**

**Student Trustee Advisory Vote: Yea**

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#### **I7. Memorandum of Understanding (MOU) Between California School Employees Association (CSEA) and its Chapter 477 and Rio Hondo Community College District - April 30, 2021**

Resolution: That the Board of Trustees ratify the MOU with CSEA Chapter 477, dated April 30, 2021, as submitted.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Vicky Santana.**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Anais Medina Diaz**

**Not Present at Vote: Kristal Orozco**

**Student Trustee Advisory Vote: Yea**

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## **J. CONSENT - PRESIDENT'S OFFICE**

### **J1. Resolution in Support of PRIDE Month**

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Vicky Santana.**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Anais Medina Diaz**

**Not Present at Vote: Kristal Orozco**

**Student Trustee Advisory Vote: Yea**

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### **J2. Resolution Affirming Support of Diversity, Equity and Inclusion**

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Vicky Santana.**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Anais Medina Diaz**

**Not Present at Vote: Kristal Orozco**

**Student Trustee Advisory Vote: Yea**

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## **K. ACTION ITEMS - PRESIDENT'S OFFICE**

### **K1. Revision of BP 6300 - Fiscal Management (First Reading)**

That the Board of Trustees approve BP 6300 - Fiscal Management for first reading.

**Motion by Vicky Santana, second by Anais Medina Diaz.**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Anais Medina Diaz**

**Not Present at Vote: Kristal Orozco**

**Student Trustee Advisory Vote: Yea**

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## **L. INFORMATION ITEMS**

### **L1. Governing Board Meeting Schedule for 2021 (For Perusal)**

### **L2. Revision of AP 6300 - Fiscal Management**

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## **M. DISCUSSION ITEMS/NEW BUSINESS FROM THE BOARD**

Trustee Santana requested that Diversity, Equity and Inclusion commitments are interwoven into the Board calendar for the 21-22 year and also include DEI in the board retreats.

Trustee Medina Diaz requested that the College take a look at AB1456 Cal Grant Reform to streamline the Cal Grant System and how the college can support this initiative.

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## **N. STAFF REPORTS**

### **N1. Presidents of RHCFA, Academic Senate, CSEA, ASRHC, Vice Presidents of Academic Affairs, Finance and Business and Student Services Oral Reports (3 minutes each)**

**RHCFA** - Rudy Rios, President, welcomed Trustee Cruz and looks forward to working with the student body this year.

**Academic Senate** - Dorali Pichardo Diaz, President, welcomed Trustee Cruz and Pricilla.

**CSEA** - Sandra Hernandez, President welcomed the new students leaders and said a special thank you to the Human Resources staff for working out various issues this past semester.

**ASRHC** - Pricilla Mendoz reported this is her second year with ASRHC and she looks forward to serving in this new capacity.

**VPSS** - Dr. Earic-Dixon-Peters reported that direct aid to students will be disbursed when summer school starts.

**VPFB** - Stephen Kibui welcomed Dorali, Kayla and Pricilla and he looks forward to collaborating with them.

### **N2. Academic Senate Minutes (2 Sets For Perusal)**

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## **O. BOARD ACTIVITY & PROFESSIONAL DEVELOPMENT REPORTING, BOARD CALENDAR**

### **O1. Board of Trustees Communication & Professional Development Reporting (3 minutes each)**

**Trustee Cruz** - reported that she is excited to be in the position as Student Trustee as we work together and focus on transparency, increasing Cal Grants and Financial Aid to support student success.

**Trustee Medina Diaz** - Welcomed the new student leaders as well as Dorali and Rudy. Congratulations to the Distinguished Service Award recipients. She also wanted to highlight the students who do not fit the criteria for the Rio Promise. What efforts are being made to assist these students? Also, for the students who lost jobs during the pandemic, is there any way we can assist them by paying of tuition balances? She also reported that President Dreyfuss is working with partners in El Monte to provide vaccinations to the community and gave thanks for making this a realization. She would also like to see a draft resolution for AB1456 in the near future.

**Trustee Valladares** - Welcomed student leaders and Dorali. Thank you to Josefina Canchola for your service to the community. CARmencement was a tremendous success thank you to staff for coordinating this effort. It was a great celebration for students and their families. The District was notified that we received the ASPEN grant of \$50,000+, this was an effort that he and Trustee Lomeli spearheaded this year. He continues to participate in ACCT Meetings regarding legislative advocacy.

**Trustee Orozco** - Welcomed to new leaders. The end of a school year leaves time to reflect and start anew with the next school year. CARmencement was touching as she saw the happiness in the students and families and she sees herself the student who wore their caps and gowns proudly. It was nice to see the children of students cheering on their parents. It was great day.

**Trustee Santana** - Congratulations to the new student leaders, Dorali and Rudy. Welcome to Dr. Don Miller our new VPAA. Thank you to all who organized CARmencement it was a beautiful day. Congratulations to all of our students who made it through a very difficult year.

**Trustee Lomeli** - Thank you Dr. Mecom for stepping in to serve as the VPAA. Thank you to staff for the great CARmencement. Thank you President Dreyfuss for stepping in to serve during this challenging year. Welcome to Dr. Don Miller, we look forward to hearing from you at your first official meeting in two weeks. Thank you to the RHC Foundation staff for a very successful golf tournament.

### **O2. Board of Trustees Calendar 20-21**

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## **P. CLOSED SESSION**

### **P1. PUBLIC EMPLOYEE EMPLOYMENT - Pursuant to Government Code Section 54957 (1)**

Board Counsel Rick Olivarez reported that the Board of Trustees accepted the Superintendent/President's recommendation to employ Arianne Schultz as Full Time Anthropology Instructor, Tenure-Track.

**Motion by Vicky Santana, second by Oscar Valladares.**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz**

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### **P2. CONFERENCE WITH LABOR NEGOTIATOR-Pursuant to Government Code Section 54957.6:**

#### **1. CONFERENCE WITH LABOR NEGOTIATOR**

**Agency Negotiator: Loy Nashua**

**Employee Organizations: CSEA**

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### **P3. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE - Pursuant to Government Code Section 54957 (1)**

#### **1. Full Time Anthropology Instructor, Tenure Track**

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## **Q. ADJOURNMENT**

### **Q1. Adjournment of Board Meeting**

The Board of Trustees motioned and adjourned the meeting at 8:35 p.m. in honor of Dr. Alice Mecom's mother, Jocelyn Alice King who passed away yesterday.

**Motion by Oscar Valladares, second by Anais Medina Diaz.**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz**

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### **Q2. Special Board Meeting/Study Session – Scheduled for Wednesday, June 23, 2021, 6:00PM**

### **Q3. Regular Board Meeting – Scheduled for Wednesday, July 14, 2021, 6:00 PM**



**RIO HONDO COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES  
Regular Meeting, 6:00PM  
Wednesday, July 14, 2021  
\*Generated via Board Docs\***

**A. OPENING ITEMS**

**A1. Call to Order-6:00PM**

Board President Rosaelva Lomeli called the meeting regular meeting to order at 6:03PM.

**A2. Roll Call**

**Members Present**

Rosaelva Lomeli (Presiding), Vicky Santana (arrived via Zoom at 6:07PM), Oscar Valladares, Kristal Orozco (via Zoom), Anais Medina Diaz (via Zoom), Kayla Cruz, Student Trustee (via Zoom)

**Members Absent**

Trustee Santana was reported absent but later arrived at 6:07PM via Zoom. Trustee Valladares was on zoom at the start of the meeting and physically arrived in the Board Room at 6:31PM.

**Staff Members Present**

Teresa Dreyfuss, Superintendent/President  
Dr. Don Miller, Vice President, Academic Affairs  
Stephen Kibui, Vice President, Finance & Business  
Dr. Eric Dixon-Peters, Vice President, Student Services  
Dorali Pichardo-Diaz, President, Academic Senate  
Renee Gallegos (Board Docs Moderator and Recorder/via Zoom)  
Angie Tomasich (Zoom Moderator)  
Eric Telles (Audio Video Technician)  
Rick Olivarez, Legal Counsel

**A3. Pledge of Allegiance**

Rudy Rios, President of RHCFA led the pledge of allegiance.

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**A4. Approval of Minutes Regular Mtg.- 6/9/2021**

The Board of Trustees approved the Minutes of 6/9/2021 as presented.

**Motion by Anais Medina Diaz, second by Rosaelva Lomeli**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Kristal Orozco, Anais Medina Diaz**

**Not Present at Vote: Vicky Santana**

**The Student Trustee Advisory Vote was Yea**

## **A5. Approval of Minutes Special Mtg./Study Session-6/23/2021**

That the Board of Trustees approve the Minutes of 6/23/2021 as presented. The Student Trustee Advisory Vote was Yea.

**Motion by Oscar Valladares, second by Kristal Orozco**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Kristal Orozco, Anais Medina Diaz**

**Not Present at Vote: Vicky Santana**

**The Student Trustee Advisory Vote was Yea**

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**A6. Open Communication for Public Comment** - The Board President will call upon staff moderating the Zoom platform for any public comments submitted.

No public comments were made.

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## **A7. Superintendent's Report**

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## **B. PRESENTATIONS**

**B2. Ethnic, Gender and Sexuality Studies - Dr. Adam Wetsman, Dean, Dr. Juana Mora, and Melissa Rifino Juarez, Behavioral and Social Sciences Division**

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## **C. CONSTRUCTION UPDATE**

**C1. Construction Update - Del Terra, Program Manager**

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## **D. CONSENT ITEMS - FINANCE & BUSINESS**

**D1. General Consent Items (Requires one vote by the Board of Trustees) on All Consent Agenda Items**

Resolution: The Board of Trustees approved the Consent Agenda items as presented.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz**

**The Student Trustee Advisory Vote was Yea**

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**D2. Finance & Business Reports - Purchase Order Report**

Resolution: That the Board of Trustees approve the Consent Agenda item as presented.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz**

**The Student Trustee Advisory Vote was Yea**

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### **D3. Finance & Business Reports - Payroll Warrant Report**

Resolution: That the Board of Trustees approve the Consent Agenda item as presented.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz**

**The Student Trustee Advisory Vote was Yea**

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### **D4. Approval of the 2023-2027 Five-Year-Capital Construction Plan**

Resolution: That the Board of Trustees approve the Consent Agenda item as presented.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz**

**The Student Trustee Advisory Vote was Yea**

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### **D5. Appropriation Transfer at End of School Year**

Resolution: That the Board of Trustees approve the Consent Agenda items as presented.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz**

**The Student Trustee Advisory Vote was Yea**

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### **D6. Approve District Budget Transfer FY 2021**

Resolution: That the Board of Trustees approve the District Budget Transfer as presented.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz  
The Student Trustee Advisory Vote was Yea**

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**D7. Acceptance of Donation: Fire Engine - City of Montebello**

Resolution: That the Board of Trustees accept the donation from the City of Montebello as described above and authorize the Administration to execute appropriate documents on behalf of the District.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz  
The Student Trustee Advisory Vote was Yea**

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**D8. Surplus Property - Used Copiers**

Resolution: That the Board of Trustees, determine that the above referenced property is surplus and of insufficient value to defray the cost of arranging a sale, or it may be disposed of in the local public dump on order of any employee of the District empowered for that purpose by the Board.

Resolution: That the Board of Trustees approve the Consent Agenda item as presented.

**Motion by Oscar Valladares, second by Kristal Orozco**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz  
The Student Trustee Advisory Vote was Yea**

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**D9. Approve Contract No. CCCP21010 - Out-Of-Classroom Coordination Services - County of Los Angeles Department of Public Social Services**

Resolution: That the Board of Trustees approve the Contract with DPSS as presented above and authorize Administration to execute the appropriate documents on behalf of the District.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz  
The Student Trustee Advisory Vote was Yea**

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**D10. Approve Household Hazardous and Electronic Waste Collection Program Siting Liability Agreement - County of Los Angeles and County Sanitation District No. 2 of Los Angeles County**

Resolution: That the Board of Trustees approve the Agreement with County and Sanitation District for the Roundup and authorize the Administration to sign the appropriate documents on behalf of the

District.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz**

**The Student Trustee Advisory Vote was Yea**

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**D11. Approve Memorandum of Understanding (MOU) for Continuing Education : English As A Second Language (ESL) Classes - South Whittier School District**

Resolution: That the Board of Trustees approve the MOU with South Whittier School District as summarized above and authorize the Administration to execute the appropriate documents on behalf of the District.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz**

**The Student Trustee Advisory Vote was Yea**

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**D12. Participation with National Cooperative Purchasing Alliance (NCPA) Contract No. 01-96 for the Supply of Arctic Wolf Servers and Software License – Golden Star Technology Inc. dba GST.**

Resolution: That the Board of Trustees determines and approves participation of the District with National Cooperative Purchasing Alliance (NCPA) Contract No. 01-96 executed by Region 14 ESC with Promark through Golden Star Technology dba GST, as authorized reseller of Promark, as being in the best interest of the Rio Hondo Community College District and authorize Administration to execute the appropriate documents on behalf of the District.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz**

**The Student Trustee Advisory Vote was Yea**

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**D13. Approve Master Service Agreement : National Student Clearinghouse**

Resolution: That the Board of Trustees approve the MSA with National Student Clearinghouse as described above and authorize the Administration to execute appropriate documents on behalf of the District.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz**

**The Student Trustee Advisory Vote was Yea**

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**D14. Approve Weapons Firing Range Agreement – Huntington Park Police Department**

Resolution: That the Board of Trustees approve the agreement with the Huntington Park Police Department, for use of the Firing Range and authorize the Administration to execute appropriate documents on behalf of the District.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz**

**The Student Trustee Advisory Vote was Yea**

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**D15. Approve Agreement: Use of Weapons Firing Range - Compton College District Police**

Resolution: That the Board of Trustees approve the agreement with Compton College District Police, for use of the Weapons Firing Range and authorize the Administration to execute appropriate documents on behalf of the District.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz**

**The Student Trustee Advisory Vote was Yea**

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**D16. Approve Career Coach with API & Data Use Agreement : Career Coach - Economic Modeling LLC dba EMSI**

Resolution: That the Board of Trustees approve the Agreement with EMSI and authorize the Administration to execute appropriate documents on behalf of the District.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz**

**The Student Trustee Advisory Vote was Yea**

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**D17. Approve Fixed Price Solutions Pricing Schedule (2022 - 2025) : Constellation NewEnergy, Inc.**

Resolution: That the Board of Trustees approve the Fixed Price Solutions Pricing Schedules with Constellation NewEnergy, Inc. as described above and authorize the Administration to execute appropriate documents on behalf of the District.

The Board of Trustees approved the Consent Agenda items as presented.



**Motion by Oscar Valladares, second by Kristal Orozco**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz**

**The Student Trustee Advisory Vote was Yea**

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**D18. Approve MOU: Go Rio Program - Foothill Transit**

Resolution: That the Board of Trustees approve the MOU with Foothill Transit as presented above and authorize Administration to execute the appropriate documents on behalf of the District.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz**

**The Student Trustee Advisory Vote was Yea**

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**D19. Approve MOU: K12 Strong Workforce Program – Tri-Cities Regional Occupational Program**

Resolution: That the Board of Trustees approve the MOU with TCROP as presented above and authorize Administration to execute the appropriate documents on behalf of the District.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz**

**The Student Trustee Advisory Vote was Yea**

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**D20. Award of Contract : Central Plant Hot Water Leak – ACCO Engineered Systems, Inc.**

Resolution: That the Board of Trustees approve the Award of Contract to ACCO Engineered Systems, Inc. to be paid from Capital Outlay Project Fund and authorize Administration to execute the appropriate documents on behalf of the District.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz**

**The Student Trustee Advisory Vote was Yea**

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**D21. Approve Service Order and End User Terms : Next Gen Web Solutions**

Resolution: That the Board of Trustees approve the Service Order and End User Terms with Next Gen Web Solutions and authorize the Administration to execute the appropriate documents on behalf of the District.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz**

**The Student Trustee Advisory Vote was Yea**

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## **D22. Approve Master Service Agreement : Civitas Learning**

Resolution: That the Board of Trustees approve the MSA with Civitas Learning College Scheduler as described above and authorize the Administration to execute appropriate documents on behalf of the District.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz**

**The Student Trustee Advisory Vote was Yea**

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## **D23. Consultants**

Resolution: That the Board of Trustees approve the consent items as outlined.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz**

**The Student Trustee Advisory Vote was Yea**

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## **E. CONSENT ITEMS - HUMAN RESOURCES (PERSONNEL)**

### **E1. Academic**

Resolution: That the Board of Trustees approve the consent items as outlined.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz**

**The Student Trustee Advisory Vote was Yea**

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## **E2. Classified**

Resolution: That the Board of Trustees approve the consent items as outlined.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz**

**The Student Trustee Advisory Vote was Yea**

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## **E3. Management and Confidential**

Resolution: That the Board of Trustees approve the consent item as outlined.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz**

**The Student Trustee Advisory Vote was Yea**

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## **E4. Unrepresented (AP 7130), 2020-2021 and 2021-2022**

Resolution: That the Board of Trustees approve the consent items as outlined.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz**

**The Student Trustee Advisory Vote was Yea**

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## **E5. Students, 2020-2021**

Resolution: That the Board of Trustees approve the consent items as outlined.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz**

**The Student Trustee Advisory Vote was Yea**

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## **E6. Volunteers**

Resolution: That the Board of Trustees approve the consent items as outlined.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz**

**The Student Trustee Advisory Vote was Yea**

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**E7. Memorandum of Understanding (MOU) Between California School Employees Association (CSEA) and its Chapter 477 and Rio Hondo Community College District - April 30, 2021**

Resolution: That the Board of Trustees ratify the MOU with CSEA Chapter 477, dated June 28, 2021, as submitted.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz**

**The Student Trustee Advisory Vote was Yea**

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**E8. Memorandum of Understanding (MOU) Between the California School Employees Association (CSEA) and Rio Hondo Community College District - June 29, 2021**

Resolution: That the Board of Trustees ratify the MOU between the District and CSEA, dated June 29, 2021, as submitted.

The Board of Trustees approved the Consent Agenda items as presented.

**Motion by Oscar Valladares, second by Kristal Orozco**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz**

**The Student Trustee Advisory Vote was Yea**

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**F. CONSENT ITEMS - PRESIDENT'S OFFICE**

**F1. Resolution No. 07142021 In Recognition of Juneteenth**

Resolution: That the Board of Trustees adopt this resolution in support of the National and State of California Juneteenth Holiday Campaign and encourages participation of the Rio Hondo College community in observation of this day during the week of the "19th of June" from this time forward.

That the Board of Trustees adopt this resolution in support of the National and State of California Juneteenth Holiday Campaign and encourages participation of the Rio Hondo College community in observation of this day during the week of the "19th of June" from this time forward. The Student Trustee Advisory Vote was Yea.

**Motion by Oscar Valladares, second by Kristal Orozco**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz**

**The Student Trustee Advisory Vote was Yea**

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## **G. ACTION ITEMS - PRESIDENT'S OFFICE**

### **G1. Revision of BP 6300 - Fiscal Management (Second Reading and Final Adoption)**

That the Board of Trustees approve BP 6300 - Fiscal Management for second reading and final adoption. The Student Trustee Advisory Vote was Yea.

**Motion by Vicky Santana, second by Oscar Valladares**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz**

**The Student Trustee Advisory Vote was Yea**

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## **H. INFORMATION ITEMS**

### **H1. Board Goals Report for 20-21**

### **H2. Governing Board Meeting Schedule for 2021 (For Perusal)**

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## **I. DISCUSSION ITEMS/NEW BUSINESS FROM THE BOARD**

Trustee Santana requested an update in the near future on Board of Governor's EEO Plan and Update on Title five and how that will look on campus.

Board President Lomeli requested an evaluation of our Marketing & Communications plan and how we can boost enrollment.

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## **J. STAFF REPORTS**

### **J1. Presidents of RHCFA, Academic Senate, CSEA, ASRHC, Vice Presidents of Academic Affairs, Finance and Business and Student Services Oral Reports (3 minutes each)**

**Rudy Rios, RHCFA President** - Shared that he is concerned with the increase in COVID numbers due to the delta variant. Things aren't back to normal and we must be proactive in this environment. The District is working with the union on a thoughtful return to campus. Welcome to Pricilla and Dr. Don Miller. He looks forward to working with both of you. Thank you to Dr. Mecom for filling in as VPAA.

**Dorali Pichardo-Diaz - President of Academic Senate** - Welcome Don and Pricilla! Faculty have been working on mapping, GE Certifications for transfer students, Senate and other professional development activities, creating OEI to help break down barriers for students. She commended Public Safety and Health Science & Nursing Divisions for conducting face-to-face learning during the pandemic.

**Sandra Hernandez, President, CSEA** - Congratulated the BSS Division on the EGSS program. She was also wondering if a professor from QPrism can provide Implicit Bias Training for staff and could we use the \$50k in EEO Funds? The Union is working with the District on MOU's. Happy to see the Juneteenth MOU ratified by classified staff. She also reported that statewide the classified staff earn \$12k less than their counterparts at other Districts. She looks forward to a classification study should the members ratify the offer on Friday. She is concerned about the return campus with a 4 day a week plan when COVID numbers are rising based on DPH numbers. Significant increases have been reported for the City of Whittier, El Monte, So El Monte and Pico Rivera. She also touched on the facilities staff

shortages in comparison to PCC as a similar sized campus. With the L Tower coming on-line soon this is something that needs to be discussed staff ratios to square footage.

**Pricilla Mendoza - President ASRHC** - The Students are recruiting for ASRHC Officers and are trying to spread the word. Will work with the Marketing Office to post to social media and help their efforts.

**Dr. Don Miller, VPAA** - Thank you for the wonderful welcome. Everyone has been so friendly. Fall enrollment will be discussed at the Board Retreat on Saturday and he looks forward to sharing information with the Trustees. Working as part of the negotiations team and hopes to settle the MOU's soon. HE also reported that he is serving as the President of the Statewide CIO's this year.

**Stephen Kibui, VPFB** - Reported that the Governor signed the budget which is good for students and the college. Students will benefit with from an increase in Cal Grants for older students. Increased awards for textbooks. While the budget is good this year, it is unknown for future years and we should operate conservatively.

**Dr. Earic Dixon-Peters, VPSS** - Reported that Financial Aid, Counseling and A & R are working to assist students. HERRF's awards will be dispersed to students this week and they will receive between \$200-\$400 each. The US Dept. of Education have changed the Financial Aid/Student Aid process and that should result in an increase in the number of Financial Aid students.

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## **K. BOARD ACTIVITY & PROFESSIONAL DEVELOPMENT REPORTING, BOARD CALENDAR**

### **K1. Board of Trustees Communication & Professional Development Reporting (3 minutes each)**

**Kayla Cruz, Student Trustee** - Thanked President Dreyfuss and the Board for inviting her to the Congresswoman Sanchez Visit on 7/8/21. She opes to be a part of future meetings. She reported that she is part of the Statewide Student Board and is working on getting delegates activated. She will be attending the CCLC New Student Trustee Workshop next month. Thankful for the compassionate instructors and staff at Rio.

**Trustee Medina Diaz** - Thanked President Dreyfuss and Dr. Russell Castaneda-Calleros for their work with Congresswoman Sanchez's visit as well as the COVID Vaccination Clinic that will be held on July 16, 2021 at EMEC from 3-8PM in conjunction with Supervisor Solis. She hopes this is the first of many as we assist community members to get vaccinated. We need to do more outreach and educate parents and students on vaccinations. These clinics are open to anyone. She also reported reading an article related to enrollment and Riverside College and their approach to declining enrollment reaching out to High School students who took a gap year due to the pandemic. Something that we may need to look at doing. Welcome to Dr. Miller.

**Trustee Valladares** - Welcomed Dr. Miller and thanked him for being present in person. He participated in the ACCT committee on Budget and reported that the new funding does not include Community College infrastructure. An amount of \$3.5 trillion was agreed upon by the sub-committee to increase PELL Grant and FASFA Changes in 2023. We need to use the \$28 million in federal funds from Congresswoman Sanchez. He will also send a formal written report on the American for Citizenship Act next month.

**Trustee Orozco** - Reported that we should have electronic signatures soon for Financial Aid which will help speed the process for students. Please spread the word for local vaccination clinics. It is important with the spread of the delta variant that more people get vaccinated. Thank you to the faculty who will be teaching on ground at the off site centers, this is a crucial piece for students who lack transportation. She knows everyone will do their best to practice safety measures. She met with Fire Academy staff this month and looks forward to the Board Retreat.

**Trustee Santana** - Reported that the delta variant is real. She had a 17 year old test positive so it is critical to focus our efforts on this population of younger adults. Maybe we can host additional clinics at

the Pico Rivera Educational Center and SWEC and possibly on campus as well. Anything we can do to encourage vaccination. She is looking forward to a future meeting with El Rancho and Pico Rivera City Council members regarding CTE pathways.

**Board President Lomeli** - reported that she and Trustee Valladares participated in a panel for discussion on Apprenticeship programs. Of course we had our amazing student leaders Pricilla and Graciela for the Congresswoman Sanchez visit. She participated in the Grab and Go Food Distribution., thank you to Student Life. Had a tour and meeting with Rose Hills' Bruce Lazenby regarding possible partnerships. She told Mr. Lazenby that our RHC sign is coming to compete with the Rose Hills sign. Congratulations to Julius Thomas on his award as the 20-21 Teacher of the Year.

## **K2. Board of Trustees Calendar 21-22**

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### **L. CLOSED SESSION**

#### **L1. PUBLIC EMPLOYEE EMPLOYMENT - Pursuant to Government Code Section 54957 (2)**

That the Board of Trustees take action in closed session and report out during open session.

Counsel Rick Olivarez reported that the Board of Trustees accepted the Superintendent/President's recommendation to employ Jessica Perea as Interim Project Manager, Basic Needs.

**Motion by Oscar Valladares, second by Kristal Orozco**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz**

That the Board of Trustees take action in closed session and report out during open session.

Counsel Rick Olivarez reported that the Board of Trustees accepted the Superintendent/President's recommendation to employ Sandra Low as a Full Time, Studio Arts Instructor, Tenure Track.

**Motion by Oscar Valladares, second by Vicky Santana**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz**

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#### **L2. CONFERENCE WITH LABOR NEGOTIATOR-Pursuant to Government Code Section 54957.6:**

##### **1. CONFERENCE WITH LABOR NEGOTIATOR Agency Negotiator: Loy Nashua Employee**

**Organizations: CSEA**

Counsel Rick Olivarez reported that the Chief Negotiator made a presentation, the Board provided feedback, no further action to report.

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#### **L3. CONFERENCE WITH LABOR NEGOTIATOR-Pursuant to Government Code Section 54957.6:**

##### **1. CONFERENCE WITH LABOR NEGOTIATOR Agency Negotiator: Loy Nashua Employee**

**Organizations: RHCFA**

Counsel Rick Olivarez reported that the Chief Negotiator made a presentation, the Board provided feedback, no further action to report.

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**L4. CONFERENCE WITH LABOR NEGOTIATOR-Pursuant to Government Code Section 54957.6:  
1. CONFERENCE WITH LABOR NEGOTIATOR Agency Negotiator: President Dreyfuss Employee  
Organizations: MANAGEMENT/CONFIDENTIAL**

Counsel Rick Olivarez reported that the Chief Negotiator made a presentation, the Board provided feedback, no further action to report.

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**L5. CONFERENCE WITH LEGAL COUNSEL-Existing Litigation (1 Case) - Pursuant to  
Government Code Section 54956.9:**

Counsel Rick Olivarez reported that staff made a presentation, the Board provided feedback, no further action to report.

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**L6. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE (1) Pursuant to Government Code  
Section 54957:**

Counsel Rick Olivarez reported that this item was not discussed, no further action to report.

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**M. ADJOURNMENT**

**M1. Adjournment of Board Meeting**

That the Board of Trustees adjourned the meeting at 9:00PM.

**Motion by Oscar Valladares, second by Vicky Santana**

**Final Resolution: Motion Carries**

**Yea: Oscar Valladares, Rosaelva Lomeli, Vicky Santana, Kristal Orozco, Anais Medina Diaz**

**M2. Special Board Meeting/Board Retreat – Scheduled for Saturday, July 17, 2021, 9:00AM**

**M3. Regular Board Meeting – Scheduled for Wednesday, August 11 2021, 6:00 PM**