

**RIO HONDO COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
Regular Meeting, Wednesday, April 9, 2014, 6:00 p.m.
3600 Workman Mill Road, Whittier, California
AGENDA**

I. CALL TO ORDER

- A. Call to Order (6:00 p.m.)**
- B. Pledge of Allegiance**
- C. Roll Call**
- D. Approval of Minutes: March 12, 2014**
- E. Open Communication for Public Comment**

Persons wishing to address the Board of Trustees on any item on the agenda, or any other matter, are invited to do so at this time. Pursuant to the Brown Act, the Board cannot discuss or take action on items not listed on the agenda. Matters brought before the Board that are not on the agenda may, at the Board's discretion, be referred to staff or placed on the next agenda.

Persons wishing to make comments are allowed three minutes per topic; thirty minutes shall be the maximum time allotment for public speakers on any one subject regardless of the number of speakers at any one board meeting.

F. Commendations

- **Classified Retiree, Public Safety (Judy Asato)**
- **Tenured Faculty**
- **Academic Rank**
- **El Monte Union High School District – Advanced Placement Equity and Excellence District of the Year - Superintendent Nick Salerno and Students**

BREAK FOR BRIEF RECEPTION

G. Presentations

- **Student Success Initiative Update (Henry Gee / Dr. Mike Munoz / Dr. Kenn Pierson)**
- **Sabbatical Leave (Jill Pfeiffer)**

II. CONSENT AGENDA

A. FINANCE & BUSINESS

- 1. Finance & Business Reports**
- 2. Authorization for Out-of-State Travel & Conferences**
- 3. Additional DSA Fees for Review of Lower Tier Stairs**
- 4. Facility Use Agreement – Radisson Hotel Whittier**
- 5. Weapons Firing Range Agreement – Montebello Police Department**
- 6. Update to the Final Project Proposal (FPP) for the Music/Wray Theatre Renovation as required by the State Chancellor's Office – Westberg + White Architects**
- 7. Prepare the final Project Proposal (FPP) for the Business Education Building Remodel – Westberg + White Architects**
- 8. Grant – California Community Colleges Chancellor's Office, division of workforce and Economic Development Policy Alignment and Outreach Unit**

9. Facility Use Agreement – Pali Mountain Retreat & Conference Center
10. Replace Swamp Cooler at CDC Kitchen – F.M. Thomas Air Conditioning, Inc.
11. Ratify Contract with GDL Best Contractors, Inc., for a Removal of the Utilities from the Temporary Restroom and Shower Buildings behind the “L” Tower
12. Continuing Education
13. Consultants

B. PERSONNEL

1. Academic
2. Classified
3. Management/Confidential
4. Unrepresented
5. Academic Rank
6. Wage Reclassification

C. ACADEMIC AFFAIRS

1. Curriculum Items

III. ACTION ITEMS

A. PRESIDENT’S OFFICE

1. Revision of Board Policies 2730, 2740, 5050, 5130, 5140 (Final Adoption)
2. Revision of Board Policy 2735, 3410 (First Reading)

IV. INFORMATION ITEMS

1. Accreditation Update (Dr. Kenn Pierson)
2. Building Program
3. New/Revised Administrative Procedures – 5010, Admissions
4. Special Meetings of the Board

V. STAFF AND BOARD COMMENTS

- Board Development Reporting
- Action Items for Future Board Meetings

VI. CLOSED SESSION

Pursuant to Section 54956.8:

- CONFERENCE WITH REAL PROPERTY NEGOTIATOR
 - 11400 Greenstone Avenue, Santa Fe Springs

Pursuant to Section 54956.9(b):

CONFERENCE WITH LEGAL COUNSEL – Anticipated Litigation (2 Cases)

Pursuant to Section 54956.9(c):

- CONFERENCE WITH LEGAL COUNSEL – Existing Litigation (2 Case)

Pursuant to Section 54957:

- **PUBLIC EMPLOYEE DISCIPLINE / DISMISSAL / RELEASE**
- **PUBLIC EMPLOYEE APPOINTMENT**
 - Dean, Counseling and Student Success
- **PUBLIC EMPLOYEE PERFORMANCE EVALUATION**
 - Superintendent/President

Pursuant to Section 54957.6:

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

VII. ADJOURNMENT

- **Date of Next Special Board Meeting – Wednesday, April 23, 2014, 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; fax (562) 908-3463; TDD (562) 908-3422.

RIO HONDO COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
Regular Meeting, April 9, 2014, 6:00 p.m.
AGENDA

II. CONSENT AGENDA

A. FINANCE AND BUSINESS

1. Finance and Business Reports

a. Purchase Order Report

Attached is 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 Vendor Services prior to the meeting for Board review. Purchases have been processed in accordance with Administrative Procedure No. 6334.

b. Payroll Warrant Report

Attached is the Payroll Warrant Report for the month of March 2014.

RECOMMENDATION: That the Board of Trustees approve the Consent Agenda item as presented.

Disposition by the Board:

It was moved by Mr. Gary Mendez, seconded by Ms. Madeline Shapiro, and carried, that the Consent Agenda with the following revisions:

None be

X Accepted and approved - Action No. 37

 Not approved

 Delayed for further study

Yes No

Vote: 5 0

Student Trustee Advisory Vote: 0 0

Board Report Detail

Page: 1

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Req Type(s): REQCON REQBPO REQPO; Req Date between 3/01/14 & 3/31/14
 between \$250.00 thru \$9,999,999.99

PO #	Vendor Name	Requisition Information	Order Site	Req	
				Fund	Req Fund
				Code	Order Amt
1314-1820	BRODART	SENTRY BOOKWAND	LIBRARY/LE	01	\$1,327.00
1314-1821	COLLEGE BOARD	ACCUPLACER TEST UNITS	COUNSELING	01	\$7,400.00
1314-1823	MARIUS DORNEAN	TRAVEL REIMBURSEMENT WORLD AG EXPO TULARE, CA	CAREER & T	01	\$437.67
1314-1826	RIVERSIDE COMMUNITY COLLEGE	REGISTRATION FOR MENTAL HEALTH FORUM	STUDENT AF	01	\$275.00
1314-1827	GISELA SPIELER-PERSAD	REIMBURSEMENT PURCHASE OF APPLE IPAD & SMART PEN	MESA	01	\$1,119.94
1314-1828	LIBRARY SECURITY SOLUTIONS	LIBRARY CIRCULATION WORKSTATION(2)	LIBRARY/LE	01	\$3,675.40
1314-1832	GISELA SPIELER-PERSAD	TRAVEL REIMBURSEMENT WESTOP PRECONF SAN DIEGO, CA	MESA	01	\$629.60
1314-1833	RALPH ROMO	REIMBURSEMENT CALPERS MEDICAL RETIREMENT	HUMAN RESO	01	\$820.82
1314-1834	SANDY SIERRA	REIMBURSEMENT CALPERS MEDICAL RETIREMENT	HUMAN RESO	01	\$672.00
1314-1835	MARIAN E. LASSITER	REIMBURSEMENT CALPERS MEDICAL RETIREMENT	HUMAN RESO	01	\$1,102.77
1314-1836	JOANN A. ALVA	REIMBURSEMENT CALPERS MEDICAL RETIREMENT	HUMAN RESO	01	\$820.82
1314-1838	BRIGHT HEALTH PHYSICIANS OF PI	FIRST AID SERVICES	HUMAN RESO	01	\$725.90
1314-1839	BRIGHT HEALTH PHYSICIANS OF PI	FIRST AID SERVICES	HUMAN RESO	01	\$533.00
1314-1840	BRIGHT HEALTH PHYSICIANS OF PI	FIRST AID SERVICES	HUMAN RESO	01	\$571.00
1314-1844	U.S. POSTAL SERVICE	POSTAGE FOR MAILING BROCHURE	MARKETING	01	\$983.09
1314-1845	RAN GRAPHICS	PRINT LET'S TALK COLLEGE BROCHURE(9,900)	MARKETING	01	\$1,791.31
1314-1846	WHITTIER MAILING SERVICE	MAIL PREP FOR LET'S TALK COLLEGE MAILER(6,795)	MARKETING	01	\$585.46
1314-1847	DELPHIN COMPUTER SUPPLIES	TONER CARTRIDGE(7) & DISPOSAL TANK(6)	CAREER DEV	01	\$649.64
1314-1848	CERTIFIED FIRE EXTINGUISHER	ANNUAL FIRE SPRINKER INSPECTIONS	FACILITIES	01	\$3,000.00
1314-1849	SMART & FINAL	STANDING ORDER FOR PURCHASE OF SUPPLIES	CAREER & T	01	\$500.00
1314-1850	CERTIFIED FIRE EXTINGUISHER	FIRE HYDRANT FLOW TEST	FACILITIES	01	\$1,500.00
1314-1851	TNT ROOTER	CLEAR MAIL SEWER LINE BLOCKAGE	FACILITIES	01	\$1,198.00
1314-1854	JT PRINT IT!	PROMOTIONAL 16OZ IMPRINTED MUG(144)	CAL WORKS	01	\$662.84
1314-1858	JOHNNY'S EXPRESS, INC.	BUS TRANSPORTATION TO HOPE CONFERENCE	EXT. OPPOR	01	\$776.66
1314-1862	JOHNNY'S EXPRESS, INC.	BUS TRANSPORTATION TO CSULA TOUR	TRANSFERR C	01	\$457.66
1314-1863	PAPER DIRECT	CERTIFICATE FOR HONORS FALL 2013	PRESIDENT'	01	\$290.29
1314-1864	MWE	STANDING ORDER FOR PURCHASE OF SMALL ENGINE PARTS	CAREER & T	01	\$500.00
1314-1865	CARQUEST AUTO PARTS	STANDING ORDER FOR PURCHASE OF CAR PARTS	CAREER & T	01	\$500.00
1314-1866	SODEXO AMERICA LLC	CATERING SERVICES REGIONAL HIGH SCHOOL BREAKFAST	COUNSELING	01	\$783.93
1314-1867	GAUMARD SCIENTIFIC CO.	INSTRUCTIONAL SUPPLIES	HEALTH SCI	01	\$9,022.18
1314-1868	RADISSON HOTEL WHITTIER	CATERING SERVICES FKCE PROGRAM INSTITUTE	FOSTER PAR	01	\$1,022.15
1314-1870	EMCOR SERVICE MESA ENERGY SYS	SERVICE / HVAC REPAIRS AT THE SWEC ANNEX	FACILITIES	01	\$3,859.25
1314-1871	CERTIFIED FIRE EXTINGUISHER	INSTALLATION OF TWO FIRE EXTINGUISHERS @ EMEC	FACILITIES	01	\$395.00
1314-1872	TROXELL COMMUNICATIONS, INC.	PROJECTOR SYSTEM FOR LRC	INFORMATIO	01	\$3,308.02
1314-1873	TROXELL COMMUNICATIONS, INC.	PROJECTOR SYSTEM FOR LR101	INFORMATIO	01	\$2,338.64
1314-1874	PITNEY BOWES CREDIT CORP.	POSTAGE FOR DISTRICT POSTAGE MACHINE	CONTRACT M	01	\$16,000.00
1314-1875	KIWI INGENUITY	REPLACEMENT MONITOR FOR TARGA SCREEN	INFORMATIO	01	\$574.75
1314-1876	CAL STATE TEACHERS RET. SYSTEM	EXCESS SICK LEAVE	HUMAN RESO	01	\$4,714.73
1314-1877	CAL STATE TEACHERS RET. SYSTEM	EXCESS SICK LEAVE	HUMAN RESO	01	\$753.20
1314-1878	CAL STATE TEACHERS RET. SYSTEM	EXCESS SICK LEAVE	HUMAN RESO	01	\$5,874.43
1314-1879	CAL STATE TEACHERS RET. SYSTEM	EXCESS SICK LEAVE	HUMAN RESO	01	\$463.32
1314-1887	AMERICAN CHEMICAL & SANITARY	CUSTODIAL SUPPLIES	FACILITIES	01	\$2,520.85
1314-1888	CALE AMERICA, INC.	RECEIPT PAPER FOR PARKING METERS	FACILITIES	01	\$327.50
1314-1889	SAN GABRIEL VALLEY NEWSPAPER	LEGAL ADVERTISEMENT FOR BID #2027	BOND PROJE	42	\$3,899.04
1314-1890	TROXELL COMMUNICATIONS, INC.	REPLACEMENT PROJECTOR	INFORMATIO	01	\$794.61
1314-1892	STAPLES BUSINESS ADVANTAGE	OFFICE SUPPLIES	PRINTING S	01	\$858.20
1314-1893	STAPLES BUSINESS ADVANTAGE	OFFICE SUPPLIES	BEHAVIORAL	01	\$421.62
1314-1895	US BANK EQUIPMENT FINANCE	COPIER LEASE PAYOFF	BUSINESS D	01	\$4,177.02

Board Report Detail

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eq Type(s): REQCON REQBPO REQPO; Req Date between 3/01/14 & 3/31/14
 etween \$250.00 thru \$9,999,999.99

PO #	Vendor Name	Requisition Information	Order Site	Per Fund Code	Req Fund Order Amt
1314-1898	OFFICEMAX - A BOISE COMPANY	REVERSABLE CHALKBOARD	ARTS: PERF	01	\$435.99
1314-1899	GST	TONER CARTRIDGE(5)	INFORMATIO	01	\$1,044.79
1314-1900	STAPLES BUSINESS ADVANTAGE	OFFICE SUPPLIES	CAL WORKS	01	\$1,229.01
1314-1902	STAPLES BUSINESS ADVANTAGE	OFFICE SUPPLIES	CAREER & T	01	\$1,036.46
1314-1903	STAPLES BUSINESS ADVANTAGE	OFFICE SUPPLIES	CONTINUING	01	\$645.21
1314-1905	SUE BABCOCK	PIANO TUNING SERVICES	ARTS: PERF	01	\$990.00
1314-1907	HOME DEPOT	STANDING ORDER FOR PURCHASE OF TOOLS AND SUPPLIES	CAREER & T	01	\$500.00
1314-1908	SNAP-ON BUSINESS SOLUTIONS	INSTRUCTIONAL SUPPLIES	CAREER & T	01	\$335.45
1314-1912	THE GALE GROUP	INSTRUCTIONAL SUPPLIES - EBOOK	LIBRARY/LE	01	\$272.82
1314-1913	DELPHIN COMPUTER SUPPLIES	TONER CARTRIDGE(4)	INFORMATIO	01	\$343.35
1314-1915	GRAVIC, INC.	UPGRADE TO REMARK SOFTWARE LICENSE	INFORMATIO	01	\$395.00
1314-1916	STUDENT INSURANCE	POLICY RENEWAL	CHILD DEVE	33	\$400.00
1314-1917	STAPLES BUSINESS ADVANTAGE	OFFICE SUPPLIES	EL MONTE E	01	\$257.72
1314-1919	STAPLES BUSINESS ADVANTAGE	OFFICE SUPPLIES	FOSTER PAR	01	\$464.29
1314-1921	LOS ANGELES COUNTY-REGISTRAR-	PRORATED COSTS CONSOLIDATED ELECTIONS	PRESIDENT'	01	\$138,540.00
1314-1923	CED INDUSTRY	INSTRUCTIONAL SUPPLIES	CAREER & T	01	\$627.96
1314-1924	SWISS PARK BANQUET CTR.	STANDING ORDER FOR APRIL MEETING	CAREER & T	01	\$1,669.00
1314-1928	SODEXO AMERICA LLC	CATERING SERVICES CAREER DAY	CAREER & T	01	\$950.28
1314-1930	MIKE SLAVICH	REIMBURSEMENT PURCHASE OF A CROUSE-HINDS PLUG	CAREER & T	01	\$956.
1314-1931	MARCO	INSTRUCTIONAL SUPPLIES	FOSTER PAR	01	\$299.
1314-1933	BUTTE-GLENN COMMUNITY COL DIST	DATA RESEARCH SERVICES	CAREER & T	01	\$9,000.00
1314-1935	INSIGHT MEDIA	INSTRUCTIONAL SUPPLIES	ARTS: PERF	01	\$514.05
1314-1936	TNT ROOTER	SERVICE CALL	FACILITIES	01	\$299.00
1314-1937	TNT ROOTER	SERVICE CALL	FACILITIES	01	\$599.00
1314-1941	LENOVO	LENOVO THINKPAD LAPTOP COMPUTER	CAREER & T	01	\$1,544.24
1314-1942	KNORR SYSTEMS INC.	SWIMMING LINE STORAGE REELS & COVERS	BOND PROJE	42	\$4,458.42
1314-1943	DAKTRONICS	CABLE FOR PE COMPLEX SWIMMING POOL	BOND PROJE	42	\$313.85
1314-1945	COMPUTERLAND OF SILICON VALLEY	SOFTWARE LICENSE RENEWALS	CAREER & T	01	\$558.75
1314-1950	SURVEY MONKEY.COM	GOLD PLAN SUBSCRIPTION RENEWAL	INSTITUTIO	01	\$299.00
1314-1951	WILLIAM FOX	REIMBURSEMENT PURCHASE OF INSTRUCTIONAL SUPPLIES	CAREER & T	01	\$295.00
1314-1952	STAPLES BUSINESS ADVANTAGE	OFFICE SUPPLIES	BUSINESS D	01	\$587.25
1314-1954	SHARI HERZFELD	TRAVEL REIMBURSEMENT COADN CONF SACRAMENTO, CA	CAREER & T	01	\$810.60
1314-1955	CONNIE AUSTIN	TRAVEL REIMBURSEMENT COADN CONF SACRAMENTO, CA	HEALTH SCI	01	\$649.57
1314-1956	THOMAS CALLINAN	TRAVEL REIMBURSEMENT NCTE CONFERENCE IN BOSTON	STAFF DEVE	01	\$600.00
1314-1957	LION EXPRESS	BUS TRANSPORTATION TO NORTHERN CALIFORNIA TOUR	TRANSFER C	01	\$3,070.00
1314-1958	EDUCATION TO GO	ON LINE CLASSES	CONTINUING	01	\$455.00
1314-1959	XPEDX	INSTRUCTIONAL SUPPLIES	BASIC SKIL	01	\$363.59
1314-1960	METROPOLITAN TRANSIT AUTHORITY	GO RIO PASSES SPRING 2014	GOVERNMENT	01	\$35,202.56
1314-1961	PIZZA HUT	CATERING SERVICES SENIOR PREVIEW DAY	EDUCATIONA	01	\$1,598.69
1314-1962	THE GALE GROUP	BOOKS(4)	LIBRARY/LE	01	\$496.63
1314-1963	WORLD BOOK, INC.	2014 WORLD BOOK ENCYCLOPEDIA SET	LIBRARY/LE	01	\$925.41
1314-1965	DUMMIES UNLIMITED	AGILITY TRAINING DUMMY	PUBLIC SAF	01	\$1,095.45
1314-1967	STAPLES BUSINESS ADVANTAGE	OFFICE SUPPLIES	EXT. OPPOR	01	\$358.89
1314-1968	STAPLES BUSINESS ADVANTAGE	OFFICE SUPPLIES	ADMISSIONS	01	\$1,129.26
1314-1971	DELPHIN COMPUTER SUPPLIES	TONER CARTRIDGE(4)	ADMISSIONS	01	\$736
1314-1972	AHMAD ALSHAWA	REPAIR TO CHEMISTRY LAB EQUIPMENT	PHYSICAL S	01	\$1,581.50
1314-1973	THE DUMBELL MAN FITNESS EQUIP.	REPLACEMENT OF BROKEN EQUIPMENT	PHYSICAL E	01	\$4,217.55
1314-1974	THE DUMBELL MAN FITNESS EQUIP.	STANDING ORDER PURCHASE OF FITNESS CENTER EQUIPMEN	PHYSICAL E	01	\$8,000.00

Board Report Detail

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Req Type(s): REQCON REQBPO REQPO; Req Date between 3/01/14 & 3/31/14
between \$250.00 thru \$9,999,999.99

PO #	Vendor Name	Requisition Information	Order Site	Req Fund Code	Req Fund Order Amt
1314-1975	MULTICARD, INC	STUDENT ID CARDS	ADMISSIONS	01	\$2,362.60
1314-1981	MARIAN E. LASSITER	REIMBURSEMENT CALPERS MEDICAL RETIREMENT	HUMAN RESO	01	\$2,180.51
1314-1982	RALPH ROMO	REIMBURSEMENT CALPERS MEDICAL RETIREMENT	HUMAN RESO	01	\$2,462.46
1314-1983	JOANN A. ALVA	REIMBURSEMENT CALPERS MEDICAL RETIREMENT	HUMAN RESO	01	\$2,462.46
1314-1984	SANDY SIERRA	REIMBURSEMENT CALPERS MEDICAL RETIREMENT	HUMAN RESO	01	\$2,016.00
1314-1985	XPEDX	INSTRUCTIONAL SUPPLIES	LIBRARY/LE	01	\$314.99
1314-1986	STAPLES BUSINESS ADVANTAGE	OFFICE SUPPLIES	EXT. OPPOR	01	\$284.59
1314-1987	L&T INDUSTRIES, INC	PRINTER CABINET	CAREER & T	01	\$763.00
1314-1988	MY LIFE BOOK ROBBIN'S NEST PUB	LIFE BOOK(12)	FOSTER PAR	01	\$343.79
1314-1990	DELPHIN COMPUTER SUPPLIES	BLACK TONER CARTRIDGE(4)	LIBRARY/LE	01	\$736.84
1314-1991	JEANETTE BODNAR	REIMBURSEMENT NURSING SUPPLIES	HEALTH SCI	01	\$615.00
1314-1992	TIFFANY SAUNDERS	REIMBURSEMENT FOR NURSING TEXTBOOKS AND SUPPLIES	HEALTH SCI	01	\$412.12
1314-1993	JESSICA DORADO	REIMBURSEMENT FOR PURCHASE OF NURSING SUPPLIES	HEALTH SCI	01	\$662.47
1314-1994	GISELE SLONIAK	REIMBURSEMENT FOR PURCHASE OF NURSING SUPPLIES	HEALTH SCI	01	\$533.07
1314-1995	CARLEY MITCHELL	REIMBURSEMENT FOR DUPLICATION OF POST WORKBOOKS	PUBLIC SAF	01	\$930.54
1314-1996	O.S.T.S. INC.	CPR/FA/AED PACKETS(60)	ENVIRONMEN	01	\$340.20
1314-1997	FOUNDATION FOR CALIF. COMM.CLG	ESRI SITE LICENSE RENEWAL	CAREER & T	01	\$2,990.00
1314-1999	CERTIFIED TRANSPORTATION SERVI	BUS TRANSPORTATION UCLA STOMP TRANSFER CONFERENCE	TRANSFER C	01	\$741.22
1314-2000	SODEXO AMERICA LLC	STANDING QDRER FOR CATERING SERVICES ADVISORY MTG	ENVIRONMEN	01	\$250.00
14-2001	DIANNE MARTINEZ	REIMBURSEMENT PURCHASE SUPPLIES FOR NORTH CAL TOUR	TRANSFER C	01	\$307.17
1314-2002	STAPLES BUSINESS ADVANTAGE	OFFICE SUPPLIES	PUBLIC SAF	01	\$858.64
1314-2003	STAPLES BUSINESS ADVANTAGE	OFFICE SUPPLIES	STUDENT AF	01	\$632.56
1314-2004	POMS & ASSOCIATES	INSURANCE BROKERAGE FEE	CONTRACT M	01	\$1,500.00
1314-2005	THE DOCTORS COMPANY	PROFESSIONAL LIABILITY INSURANCE-HEALTH CENTER	CONTRACT M	01	\$19,379.00
C1314-0417	ALEXANDRIA M. RAMOS	COVERED CALIFORNIA TRAINING ASSISTANT	CONTINUING	01	\$294.00
C1314-0418	RONALD WAYNE WILLIAMS	CONSULTANT SERVICES	CONTINUING	01	\$676.40
C1314-0420	D BURKE MECHANICAL CORP	INVESTIGATE WATER LEAK AT CENTRAL PLANT PIPE LOOP	BOND PROJE	42	\$1,850.00
C1314-0421	CARPENTERS JOINT APPRENTICESHI	CARPENTERS JATC FUND JANUARY 2014	APPRENTICE	01	\$56,156.35
C1314-0422	MOBILE MODULAR MANAGEMENT	LEASE OF PORTABLE SHOWER BUILDINGS	BOND PROJE	42	\$2,986.60
C1314-0423	TONIE MILLS	CONSULTANT SERVICES	CONTINUING	01	\$331.20
C1314-0424	COMEVO LLC	SITE LICENSE FEE	COUNSELING	01	\$10,200.00
C1314-0425	WESTBERG & WHITE ARCHITECTS	ARCHITECTURAL SERVICES FOR L-TOWER FPP UPDATE	BOND PROJE	42	\$4,000.00
C1314-0426	VMA COMMUNICATIONS	MONTHLY MARKETING SERVICES JANUARY 2014	MARKETING	01	\$4,000.00
C1314-0427	AUGUSOFT, INC.	LUMENS PRO ANNUAL SUBSCRIPTION RENEWAL FEE	CONTINUING	01	\$10,000.00
C1314-0429	SEAN MCNEELEY	CONSULTANT SERVICES	STUDENT AF	01	\$850.00
C1314-0430	DEL TERRA CONSTRUCTION GROUP	CONSTRUCTION MGMT SERVICES	BOND PROJE	42	\$8,500.00
C1314-0431	KMI ASSOCIATES	LEED CONSULTING SERVICES PE FACILITY	BOND PROJE	42	\$360.00
C1314-0432	TONY MASSADI INSPECTIONS	DSA CLASS 3 INSPECTIONS SOFTBALL FIELD PROJECT	BOND PROJE	42	\$1,300.00
C1314-0433	LIEBERT CASSIDY WHITMORE	LEGAL SERVICES JANUARY 2014	PRESIDENT'	01	\$3,862.07
C1314-0434	SOUTHWEST MGMT. CONSULTANTS	PROFESSIONAL SERVICES FEBRUARY 2014	PRESIDENT'	01	\$1,250.00
C1314-0435	McCALLUM GROUP, INC.	PROFESSIONAL SERVICES FEBRUARY 2014	PRESIDENT'	01	\$2,200.00
C1314-0436	ATKINSON, ANDELSON, LOYA,RUUD	LEGAL SERVICES JANUARY 2014	PRESIDENT'	01	\$7,743.75
C1314-0436	ATKINSON, ANDELSON, LOYA,RUUD	LEGAL SERVICES JANUARY 2014	PRESIDENT'	41	\$2,333.74
C1314-0436	ATKINSON, ANDELSON, LOYA,RUUD	LEGAL SERVICES JANUARY 2014	PRESIDENT'	42	\$2,428.13
114-0437	VMA COMMUNICATIONS	MONTHLY MARKETING BILLABLES JANUARY 2014	MARKETING	01	\$1,290.00
114-0438	ALEXANDRIA M. RAMOS	CLASSROOM ASSISTANT	CONTINUING	01	\$300.00
C1314-0439	JEAN MCHATTON	CONSULTANT SERVICES	CAREER & T	01	\$270.00
C1314-0440	TITAN WATER TECHNOLOGY, INC	CLEAN-OUT COOLING TOWER	FACILITIES	01	\$3,800.00

Board Report Detail

-v4.0

Req Type(s): REQCON REQBPO REQPO; Req Date between 3/01/14 & 3/31/14
between \$250.00 thru \$9,999,999.99

PO #	Vendor Name	Requisition Information	Order Site	Req Fund	Req Fund
C1314-0441	EMCOR SERVICE MESA ENERGY SYS	REPLACE WATER PUMP SEAL AT CENTRAL PLANT	BOND PROJE	42	\$9,251.00
C1314-0442	IDS GROUP	STRUCTURAL ENGINEERING SERVICES AT AJ PISTOL RANGE	BOND PROJE	42	\$13,965.00
C1314-0443	MEGGITT TRAINING SYSTEMS, INC	EXTENDED MANUFACTURING WARRANTY RENEWAL	PUBLIC SAF	01	\$9,432.90
C1314-0444	DEL TERRA CONSTRUCTION GROUP	DSA CLOSEOUT CERTIFICATION SERVICES	BOND PROJE	42	\$44,400.00
					=====
					\$574,878.01

PAYROLL WARRANT REPORT

MARCH

2014

Administrative salary				
	C1I-C	\$	256,514.31	
	C1I-N	\$	14,367.25	
				\$ 270,881.56
Full time Faculty & Educational Salary	C2I-C	\$	1,586,609.74	
	091-C	\$	(9,998.20)	
				\$ 1,576,611.54
Faculty Hourly	C5I-C	\$	930,310.56	
	C5I-N	\$	12,606.49	
	062-C	\$	35,985.06	
	062-N	\$	596.39	
	065-C	\$	5,170.36	
				\$ 984,668.86
Classified Monthly	E4P-N	\$	576,927.18	
	E4Q-N	\$	521,264.00	
	065-N	\$	98.34	
				\$ 1,098,289.52
Classified Hourly	H1P-N	\$	50,182.29	
	H1Q-N	\$	54,828.31	
				\$ 105,010.60
				\$ 4,035,462.08

RIO HONDO COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
Regular Meeting, April 9, 2014, 6:00 p.m.
AGENDA

II. CONSENT AGENDA

A. FINANCE AND BUSINESS

2. Authorization for Out-of-State Travel and Conferences

In accordance with Board Policy No. 7400 which has been reviewed, authorization is requested for attendance at out-of-state educational conferences by Board members who may be able to do so and staff, as indicated on the following page.

These trips are for the benefit of the Rio Hondo Community College District in accordance with Education Code Sections 87032 and 72423, which have been reviewed.

RECOMMENDATION: That the Board of Trustees approve the Consent Agenda item as presented.

Disposition by the Board:

It was moved by Mr. Gary Mendez, seconded by Ms. Madeline Shapiro, and carried, that the Consent Agenda with the following revisions:

None be

X Accepted and approved - Action No. 37

 Not approved

 Delayed for further study

Yes No

Vote: 5 0

Student Trustee Advisory Vote: 0 0

4/9/2014 Page 1 of 1

CONFERENCE NAME & LOCATION	DATES	REASON FOR ATTENDING		A
Cynthia Pallini Madeline Shapiro Vicky Santana Gary Mendez Mary Ann Pacheco Norma E. Garcia Student Trustee: Caroline Carroll	Priority 5 TRIO Training Savannah, GA	May 14-16, 2014	Conference attendee	\$1,140.00 TRIO Grant
			3	X

RIO HONDO COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
Regular Meeting, April 9, 2014, 6:00 p.m.
AGENDA

II. CONSENT AGENDA

A. FINANCE AND BUSINESS

3. Additional DSA Fees for Review of Lower Tier Stairs

The Division of the State Architect (DSA) has invoiced the College in the amount of \$2,712.50 for review time, on an hourly basis, for the Lower Tier Stairs project. These costs are related to additional plan and field review and augment fees paid for initial project approval. Payment of this invoice is one of the final steps in the DSA Closeout with Certification process.

RECOMMENDATION: That the Board of Trustees approve payment of addition plan check fees to DSA in an amount not to exceed \$2,712.50 from Bond Funds and authorize the Administration to execute appropriate documents on behalf of the District.

Disposition by the Board:

It was moved by Mr. Gary Mendez, seconded by Ms. Madeline Shapiro,
and carried, that the Consent Agenda with the following revisions:

None be

X Accepted and approved - Action No. 37

 Not approved

 Delayed for further study

Yes No

Vote: 5 0

Student Trustee Advisory Vote: 0 0

**RIO HONDO COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
Regular Meeting, April 9, 2014, 6:00 p.m.
AGENDA**

II. CONSENT AGENDA

A. FINANCE AND BUSINESS

4. Facility Use Agreement – Radisson Hotel Whittier

The Rio Hondo College Foster/Kinship Care Education Program (FKCE) plans to offer its annual Educational Institute for Foster Parents and Caregivers at the Radisson Hotel Whittier on Thursday, May 22, 2014. The event is co-hosted with Cerritos College and East Los Angeles College. The cost to Rio Hondo Community College District will not exceed \$1,022.15 paid from the FKCE Grant.

RECOMMENDATION: That the Board of Trustees approve a facilities use agreement with the Radisson Hotel Whittier for the Foster Parents and Caregivers Institute in the amount of \$1,022.15 from the FKCE Grant and authorize the Administration to sign the appropriate documents on behalf of the District.

Disposition by the Board:

It was moved by Mr. Gary Mendez, seconded by Ms. Madeline Shapiro, and carried, that the Consent Agenda with the following revisions:

None be

X Accepted and approved - Action No. 37

 Not approved

 Delayed for further study

Yes No

Vote: 5 0

Student Trustee Advisory Vote: 0 0

RIO HONDO COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
Regular Meeting, April 9, 2014, 6:00 p.m.
AGENDA

II. CONSENT AGENDA

A. FINANCE AND BUSINESS

5. Weapons Firing Range Agreement – Montebello Police Department

Rio Hondo College attempts to maximize the utilization of its range facilities by renting to outside agencies. The purpose of this agreement is to allow Rio Hondo to receive ongoing revenue from the Montebello Police Department for use of the Range. Rate charged is \$350.00 per session (session is 8-hours) or \$250.00 per half session (half session is 4-hours). Rates are subject to a 5% increase per year beginning May 1, 2015.

- City of Montebello – Police Department for the term 5/1/2014 through 4/30/2015 with options of renewal

RECOMMENDATION: That the Board of Trustees approve an agreement with the City of Montebello – Police Department for use of the weapons firing range and authorize the Administration to sign appropriate documents on behalf of the District.

Disposition by the Board:

It was moved by Mr. Gary Mendez, seconded by Ms. Madeline Shapiro, and carried, that the Consent Agenda with the following revisions:

None be

X Accepted and approved - Action No. 37

 Not approved

 Delayed for further study

Yes No

Vote: 5 0

Student Trustee Advisory Vote: 0 0

RIO HONDO COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
Regular Meeting, April 9, 2014, 6:00 p.m.
AGENDA

II. CONSENT AGENDA

A. FINANCE AND BUSINESS

6. Update to the Final Project Proposal (FPP) for the Music/Wray Theatre Renovation as Required by the State Chancellor's Office – Westberg + White Architects

The State Chancellor's Office has required that colleges update FPP projects using a new simplified graphic format (format provided by the Chancellor's Office).

Westberg + White Architects has presented a proposal to prepare and submit to the Chancellor's Office, the required FPP update for the Music/Wray Theatre Renovation Center for an amount not to exceed \$3,500.00 from Bond Funds.

RECOMMENDATION:

That the Board of Trustees approve the not to exceed proposal of \$3,500.00 for the update to the Final Project Proposal (FPP) for the Music/Wray Theatre Renovation as required by the State Chancellor's Office by Westberg + White Architects to be paid from Bond Funds and authorize the Administration to sign appropriate documents on behalf of the District.

Disposition by the Board:

It was moved by Mr. Gary Mendez, seconded by Ms. Madeline Shapiro,
and carried, that the Consent Agenda with the following revisions:

None be

X Accepted and approved - Action No. 37

 Not approved

 Delayed for further study

Yes No

Vote: 5 0

Student Trustee Advisory Vote: 0 0

RIO HONDO COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
Regular Meeting, April 9, 2014, 6:00 p.m.
AGENDA

II. CONSENT AGENDA

A. FINANCE AND BUSINESS

7. Prepare the Final Project Proposal (FPP) for the Business Education Building Remodel – Westberg + White Architects

The Rio Hondo College Administration requests to submit the Business Education Building Remodel Final Project Proposal (FPP) to the Chancellor's office by 6/30/14. The scope of work includes review and assessment of the current IPP (including cost budgets), meetings with College stakeholders for input, drafting an FPP for College review, communication with the Chancellor's Office, and the preparation of FPP for Board approval prior to submission to the State Chancellor's Office.

Westberg + White Architects have presented a proposal to prepare the FPP in the amount of \$77,000.00 plus \$1,500.00 in reimbursable items for a total of \$78,500.00 from Bond Funds.

RECOMMENDATION: That the Board of Trustees approve the proposal of \$77,000.00 plus \$1,500.00 in reimbursable items for a total of \$78,500.00, to prepare the Final Project Proposal (FPP) for the Business Education Building Remodel by Westberg + White Architects to be paid from Bond Funds and authorize the Administration to execute appropriate documents on behalf of the District.

Disposition by the Board:

It was moved by Mr. Gary Mendez, seconded by Ms. Madeline Shapiro, and carried, that the Consent Agenda item II.A.6 with the following revisions: Pulled from Consent Agenda by Mr. Gary Mendez to be added as an Action Item be

X Accepted and approved - Action No. 38

 Not approved

 Delayed for further study

Yes No

Vote: 5 0

Student Trustee Advisory Vote: 0 0

RIO HONDO COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
Regular Meeting, April 9, 2014, 6:00 p.m.
AGENDA

II. CONSENT AGENDA

A. FINANCE AND BUSINESS

8. Grant – California Community Colleges Chancellor's Office, Division of Workforce and Economic Development Policy Alignment and Outreach Unit

On September 11, 2013, the California Energy Commission approved funding for alternative fuel vehicle technical education in the form of general equipment purchases, faculty professional development, and associated training aids to expand the A.S. Degree and Certificate of Achievement programs that have already been developed by Rio Hondo College.

The Automotive Alternative Fuels program will receive funding in the amount of \$150,000.00 from the Chancellor's Office. A submitted equipment list has been approved and will be integrated into the contract that will come from the Chancellor's Office to the College.

RECOMMENDATION: That the Board of Trustees approve acceptance of the \$150,000.00 Grant from the California Community Colleges Chancellor's Office and authorize the Administration to execute appropriate documents on behalf of the District.

Disposition by the Board:

It was moved by Mr. Gary Mendez, seconded by Ms. Madeline Shapiro,
and carried, that the Consent Agenda with the following revisions:

None be

X Accepted and approved - Action No. 37

 Not approved

Yes No

 Delayed for further study

Vote: 5 0

Student Trustee Advisory Vote: 0 0

RIO HONDO COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
Regular Meeting, April 9, 2014, 6:00 p.m.
AGENDA

II. CONSENT AGENDA

A. FINANCE AND BUSINESS

9. Facility Use Agreement – Pali Mountain Retreat & Conference Center

The Rio Hondo College California Community College Student Mental Health Transition Aged Foster Youth (CCC SMHP-TAFY) Project plans to offer a three day overnight retreat from May 2, 2014 – May 4, 2014 for approximately 20-22 students and 3-5 staff/consultants (total of 25 participants) at the Pali Mountain Retreat & Conference Center in Running Springs, California. The retreat includes lodging for two nights, five meals, a meeting room, and motivational/teambuilding activities. The cost of the event is estimated not to exceed \$5,475.00 paid from the TAFY Grant.

RECOMMENDATION: That the Board of Trustees approve a facilities use agreement with the Pali Mountain Retreat & Conference Center for the Foster Youth and Caregivers in the amount of \$5,475.00 from the TAFY Grant and authorize the Administration to execute the appropriate documents on behalf of the District.

Disposition by the Board:

It was moved by Mr. Gary Mendez, seconded by Ms. Madeline Shapiro, and carried, that the Consent Agenda with the following revisions:

None be

X Accepted and approved - Action No. 37

 Not approved

Yes No

 Delayed for further study

Vote: 5 0

Student Trustee Advisory Vote: 0 0

RIO HONDO COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
Regular Meeting, April 9, 2014, 6:00 p.m.
AGENDA

II. CONSENT AGENDA

A. FINANCE AND BUSINESS

10. Replace Swamp Cooler at CDC Kitchen – F.M. Thomas Air Conditioning, Inc.

College staff has determined the Child Development Center (CDC) kitchen swamp cooler to be beyond repair. Three quotes were received to replace the unit:

F.M.Thomas Air Conditioning, Inc.....\$ 5,275.00
Key Mechanical Service Co.....\$ 6,312.82
EMCOR Services, Mesa Energy Systems.....\$ 7,568.00

Staff recommends F.M. Thomas Air Conditioning, Inc. to replace the Swamp Cooler in the amount of \$5,275.00 from Bond Funds.

RECOMMENDATION: That the Board of Trustees approve F.M. Thomas Air Conditioning, Inc. to replace the Swamp Cooler at CDC Kitchen in an amount not to exceed \$5,275.00 from Bond Funds and authorize the Administration to execute the appropriate documents on behalf of the District.

Disposition by the Board:

It was moved by Mr. Gary Mendez, seconded by Ms. Madeline Shapiro,
and carried, that the Consent Agenda with the following revisions:

None _____ be

X Accepted and approved - Action No. 37

 Not approved

Yes No

 Delayed for further study

Vote: 5 0

Student Trustee Advisory Vote: 0 0

RIO HONDO COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
Regular Meeting, April 9, 2014, 6:00 p.m.
AGENDA

II. CONSENT AGENDA

A. FINANCE AND BUSINESS

11. Ratify Contract with GDL Best Contractors, Inc., for a Removal of the Utilities from the Temporary Restroom and Shower Buildings behind the L Tower

During the construction of the PE Complex project, temporary portable restroom and shower buildings were placed behind the L Tower building to be used by students and athletes. The PE Complex Construction is now complete and there is no current or future need for these units as classes have relocated to the new PE Complex.

Prior to the removal of the buildings, the utilities, which consist of electrical, plumbing and sewer, will need to be removed from the buildings and capped to allow the dismantling and removal of the buildings in sections. The College has received two proposals to remove and cap off utilities and regrade the area once the buildings are removed.

GDL Best Contractors, Inc. -	\$4,100.00
Anderson Construction -	\$4,570.00

RECOMMENDATION: That the Board of Trustees ratify a contract for the lowest proposal from GDL Best Contractors, Inc., to remove utilities from the temporary restroom and shower buildings behind the L-tower building in an amount not to exceed \$4,100.00 from Bond Funds and authorize the Administration to execute the appropriate documents on behalf of the District.

Disposition by the Board:

It was moved by Mr. Gary Mendez, seconded by Ms. Madeline Shapiro, and carried, that the Consent Agenda with the following revisions:

None be

X Accepted and approved - Action No. 37

 Not approved

Yes No

 Delayed for further study

Vote: 5 0

Student Trustee Advisory Vote: 0 0

RIO HONDO COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
AGENDA

Regular Meeting, April 9, 2014, 6:00 p.m.

II. CONSENT AGENDA

A. FINANCE AND BUSINESS

12. Continuing Education

- a. **Mia Young – To provide Parent & Me Classes – Children 6 months to 3 years, accompanied by parents, will bond through play, activities, singing, and music. Children will have the opportunity to strengthen language skills, increase coordination, and increase motor development. Early learning will be encouraged through activities designed to stimulate the interest of infants and toddlers. Dates of service will be April 10, 2014 – June 30, 2014. Payment will be split 60% to Rio Hondo College and 40% to the consultant.**

RECOMMENDATION: That the Board of Trustees approve the Consent Agenda item as presented.

Disposition by the Board:

It was moved by Mr. Gary Mendez, seconded by Ms. Madeline Shapiro, and carried, that the Consent Agenda with the following revisions:

None be

X Accepted and approved - Action No. 37

 Not approved

 Delayed for further study

Yes No

Vote: 5 0

Student Trustee Advisory Vote: 0 0

**RIO HONDO COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
AGENDA**

Regular Meeting, April 9, 2014, 6:00 p.m.

II. CONSENT AGENDA

A. FINANCE & BUSINESS

13. Consultants

- a. **Walter Allen, III – To assist the Dean of Public Safety in the operations and management of the District's Police Academy. Dates of service: May 1, 2014 – April 30, 2015. Payment not to exceed \$95,520.00 from the General Fund.**
- b. **Christina Maria Auer-Arriaga – To Plan, attend and instruct mental wellness trainings via a retreat servicing foster youth through the California Community College Student Mental Health Transition Aged Foster Youth (TAFY) Project. Dates of service: April 10, 2014 – June 30, 2014. Payment not to exceed \$800.00 from TAFY Grant.**
- c. **Brad Pollak – To facilitate two to four workshops titled How to Build Confidence and Prepare for your Job Fair Interview. His services will assist current Rio Hondo College students in preparation for the campus career/job fair in April. Dates of service: April 2014. Payment not to exceed \$1,500.00 from SB70 Citrus Sub-Grant.**
- d. **Louie Angon – To provide a workshop to Student Services Area employees for the Student Services Professional Development Day on 5-9-14. Payment not to exceed \$300.00 from Staff Development.**

RECOMMENDATION: That the Board of Trustees approve
the Consent Agenda item as presented.

Disposition by the Board:

**It was moved by Mr. Gary Mendez, seconded by Ms. Madeline Shapiro,
and carried, that the Consent Agenda with the following revisions:**

None be

X **Accepted and approved - Action No. 37**

 Not approved

 Delayed for further study

Yes No

Vote: 5 0

Student Trustee Advisory Vote: 0 0

**RIO HONDO COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
Regular Meeting, April 9, 2014, 6:00 p.m.
AGENDA**

II. CONSENT AGENDA

B. PERSONNEL

The following recommendations are submitted within budget allocations:

1. Academic

a. Employment

Special Assignment, Spring 2014

The following instructor will be paid a \$350 stipend, paid out of Title V grant, for incorporating software technology that enables student's mobile devices/tablets to be used as in-class response in order to maximize student response and participation as well as for providing two collegial trainings for faculty interested in this technology:

HOWARD, Andy, Behavioral & Social Sciences

The following instructor will be paid a \$200 stipend, paid out of Title V grant, for presenting a Collegial Instructional Development workshop on Communicating Across the Curriculum to provide faculty with strategies for teaching and evaluating oral communication skills in any discipline:

DUARTE, Jeannette, Communications & Languages

The following instructor will be paid a \$150 stipend, paid out of Title V Grant, for participating in professional development and then creating at least two new assignments to enhance regular and effective contact between students and instructor and/or among students in her online Library 101 course:

OLDHAM, Carolyn, Library

2. Classified

a. Employment

Regular Classified

BONILLA, Gabriel, Instructional Assistant-MSC, 45%, 10.5 months, Math and Sciences, effective March 31, 2014

DAVILA, Manuel, Instructional Assistant-MSC, 45%, 10 months, effective March 31, 2014

IGNACIO, Clifford, Library Media Clerk, Library, 11.25%, 10 months, effective January 25, 2014

Promotion

LUNA, Augie, Grounds Equipment Operator, 100%, 12 months, effective March 10, 2014

RUSH, Steven, General Maintenance Worker, 100%, 12 months, effective

March 10, 2014

Substitute, 2013-2014

CABRAL, Sergio, Custodian, Facilities Services, effective March 10, 2014
 CALDERON, Rose, Clerk Typist III, Child Devp. Center, effective April 9, 2014
 ESTRADA, Evette, Children's Center Aide, effective April 1, 2014
 GOMEZ, Alberto, Custodian, Facilities Services, effective March 7, 2014
 IBARRA, Jasmine, Custodian, Facilities Services, effective March 10, 2014

b. Retirement

ASATO, Judy, Account Clerk III in Public Safety. Her last day of employment was March 31, 2014

c. Resignation

PADEREZ, Veronica, Registration Clerk in Admissions & Records. Her last day of employment is April 17, 2014

3. Management and Confidentiala. Resignation

CORIA, Elizabeth, Director of Financial Aid & Veterans Services. Her last day of employment is May 23, 2014

4. Unrepresented, (AP 7130), 2013-2014a. EmploymentNon-credit

IKEDA, Susan, Continuing Education

Hourly

BARTZ, Samantha, Student Ambassador, Student Affairs
 DIXON, Eva, Coaching Specialist, Physical Education
 GUZMAN, Eric, RTO, Public Safety
 PAREDES, Norma, Student Ambassador, Student Affairs

Volunteers

GANDARILLA, Nancy, Physical Education

5. Academic Rank

The Academic Rank Committee of the Academic Senate has met to review the applications for Faculty for Advancement in Academic Rank. The applications for advancement in academic rank are in compliance with the Academic Rank Policy and have been verified by staff in the Office of Human Resources:

Professor

HANNAH, Kathleen

Health Sciences and Nursing

Associate Professor

LEWIS, Cynthia

Arts & Cultural Programs

6. Wage Reclassification

With the resignation of the Director of Financial Aid and Veterans Services effective May 2014, the District compared salary classification with local single Community College Districts. Based on the results of the classification survey, we are recommending that the salary range for the Director of Financial Aid and Veterans Services wage range be adjusted from a 51 to a 48 prior to advertising for a permanent position, effective June 1, 2014. This is approximately a 7% savings at step one on the management salary schedule.

RECOMMENDATION:

That the Board of Trustees approve the Consent agenda as outlined.

Disposition by the Board:

It was moved by Mr. Gary Mendez, seconded by Ms. Madeline Shapiro, and carried, that the Consent Agenda with the following revisions:

None be

X Accepted and approved - Action No. 37

 Not approved

 Delayed for further study

Yes No

Vote: 5 0

Student Trustee Advisory Vote: 0 0

**RIO HONDO COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
Regular Meeting, April 9, 2014 6:00 p.m., Board Room
AGENDA**

II. CONSENT AGENDA

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 Course that is Part of an Existing Program

The following courses have been recommended for inclusion in our offerings and the catalog:

DANC 172: Dance Repertory

(Arts & Cultural Programs)

Degree Applicable; (3 Units)

Transfers to: CSU

Justification: The Dance Program does not currently offer a Dance Repertory course, which is a vital component of dance performance preparation. Most colleges and universities in the surrounding area offer similar coursework. This course would provide important knowledge and experience for both dancers and choreographers alike and would be a requirement of the proposed AA in Dance.

b. Unit/Hour Change

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

DANC 152: Dance Rehearsal and Performance

Unit Change: FROM: 4 Units TO: 3 Units

**Hour Change: FROM: 18 Lecture/108 Lab/54 Performance
TO: 18 Lecture/108 Lab**

c. Deletion from Curriculum

The following courses have been recommended for deletion from our curriculum:

BIOL 203: Principles of Zoology

BIOL 204: Principles of Botany

RECOMMENDATION: That the Board of Trustees approve the curriculum items as listed.

Disposition by the Board:

It was moved by Mr. Gary Mendez, seconded by Ms. Madeline Shapiro,
and carried, that the Consent Agenda with the following revisions:

None be

X Accepted and approved - Action No. 37

 Not approved

Yes No

 Delayed for further study

Vote: 5 0

Student Trustee Advisory Vote: 0 0

**RIO HONDO COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
AGENDA
Regular Meeting, April 9, 2014, 6:00 p.m.**

III. ACTION ITEM

A. PRESIDENT'S OFFICE

1. Revision of Board Policies 2730, 2740, 5050, 5130, 5140 (Final Adoption)

The proposed Board Policies have been revised and have gone through the review process, which include the President's Council, Administrative Council and the Planning Fiscal Council.

It is recommended that these policies be approved for first reading.

BP 2730	Board Member Health Benefits
BP 2740	Board Education
BP 5050	Student Success and Support Program
BP 5130	Financial Aid
BP 5140	Disabled Students Programs and Services

RECOMMENDATION: That the Board of Trustees approve Board Policies 2730, 2740, 5050, 5130, and 5140 for final adoption.

Disposition by the Board:

It was moved by Ms. Madeline Shapiro, seconded by Ms. Norma E. Garcia, and carried, that Report No. III.A.1 with the following revisions:

None be

X Accepted and approved - Action No. 39

 Not approved

Yes No

 Delayed for further study

Vote: 5 0

Student Trustee Advisory Vote: 0 0

BOARD MEMBER HEALTH BENEFITS

BP No. 2730

Board Adopted: 3/13/02; 11/12/03

Page 1 of 1

- I. Members of the Board of Trustees shall be permitted to participate in the District's health benefit programs. ***The benefits of members of the Board through the District's health benefit programs shall not be greater than the most generous schedule of benefits being received by any category of nonsafety employees of the District. (CCLC)***
- II. Former members of the Board may continue to participate in the District's health benefits programs upon leaving the Board if all the following criteria are met:
 - A. The member must have begun service on the Board after January 1, 1981;
 - B. The member must have been first elected to the Board before January 1, 1995;
 - C. The member must have served at least twelve (12) years.
- III. All other former Board members may continue to participate in the District's health benefits programs on a self-pay basis.
- IV. Source/Reference

Government Code Sections 53201, **53208.5**; Former Policy 5360.

BOARD EDUCATION

BP No. 2740

Board Adopted: 3/13/02; 11/12/03; 11/11/09

Page 1 of 1

- I. **The Board of Trustees is committed to its ongoing development as a Board and to a trustee education program that includes new trustee and student trustee orientation. To that end, the Board will engage in study sessions, be provided access to reading materials, and financially support conference attendance and other activities that foster trustee education. The Board members will provide post-professional development activity reports at the subsequent Board meeting.**
- II. **Newly elected or appointed Trustees shall be provided an orientation as detailed in Administrative Procedures 2740.**
- III. **Source/Reference
CCLC; ACCJC Accreditation Standard IV.B.1.f., AP 2740**

**MATRICULATION STUDENT SUCCESS AND SUPPORT
PROGRAM (CCLC)**

**BP No.
5050**

Board Adopted: 11/21/07, 1/14/09

Page 1 of 1

- I. The District shall provide **Student Success and Support Program matriculation** services to students for the purpose of enhancing the equality of educational opportunity and academic success. The purpose of **Student Success and Support Program services matriculation** is to bring the student and the District into agreement regarding the student's educational goals through the District's established programs, policies, and requirements. (CCLC)
- II. The **Superintendent/President**, or designee, shall establish procedures to assure implementation of **Student Success and Support Program matriculation** services that comply with the Title 5 regulations. (CCLC) (current practice)
- III. Source/Reference:

Education Code Sections 78210 et seq.; Title 5 Sections 55500 et. seq.

See Administrative Procedures 5050.

FINANCIAL AID

BP No. 5130

Board Adopted: 11/21/07, 1/11/12, 11/14/12

Page 1 of 1

- I. A program of financial aid to students will be available, which may include, but is not limited to, scholarships, grants, loans, and work and employment programs.
- II. All financial aid programs will adhere to guidelines, procedures, and standards issued by the funding agency, and will incorporate federal, state, and other applicable regulatory requirements.
- III. The Superintendent/President, or designee, shall establish, publicize, and apply satisfactory academic progress standards for participants in Title IV and state student aid programs in compliance with the United States Department of Education Policies and Regulations.

IV. Misrepresentation

- A. Consistent with the applicable federal regulations for federal financial aid, the District shall not engage in "substantial misrepresentation" of 1) the nature of its educational program, 2) the nature of its financial charges, or 3) the employability of its graduates.
- B. The Superintendent/President, or designee, shall establish procedures for regularly reviewing the District's website and other informational materials for accuracy and completeness and for training District employees and vendors providing educational programs, marketing, advertising, recruiting, or admissions services concerning the District's educational programs, financial charges, and employment of graduates to assure compliance with this policy.
- C. The Superintendent/President, or designee, shall establish procedures wherein the District shall periodically monitor employees' and vendors' communications with prospective students and members of the public, and take corrective action where needed.
- D. This policy does not create a private cause of action against the District or any of its representatives or service providers. The District and Board of Trustees do not waive any defenses or governmental immunities by enacting this policy.

V. Source/Reference:

20 U.S. Code Sections 1070 et seq.; 34 Code of Federal Regulations Section 668; Education Code Sections 66021.6, 76300; U.S. Department of Education regulations on the Integrity of Federal Student Financial Aid Programs under Title IV of the Higher Education Act of 1965, as amended. (CCLC)

See Administrative Procedure 5130.

DISABLED STUDENTS PROGRAMS AND SERVICES**BP No.
5140**

Board Adopted: 11/21/07, 11/14/12

Page 1 of 1

- I. Students with verified disabilities shall be reasonably accommodated pursuant to federal and state requirements in all applicable programs in the District.
- II. The Disabled Students Programs and Services (DSP&S) program shall be the primary provider for support programs and services that facilitate equal educational opportunities for disabled students who can benefit from instruction as required by federal and state laws.
- III. DSPS services shall be available to students with verified disabilities. The services to be provided include, but are not limited to, reasonable accommodations, academic adjustments, **technology accessibility**, accessible facilities, equipment, instructional programs, rehabilitation counseling, and academic counseling. (CCLC)
- IV. No student with disabilities is required to participate in the DSP&S Programs and Services program.
- V. The District shall respond in a timely manner to accommodation requests involving academic adjustments. The Superintendent/President shall establish a procedure to implement this policy which, at a minimum, provides for an individualized review of each such request, and permits interim decisions on such requests pending final resolution by the appropriate administrator, or designee.
- VI. The Superintendent/President shall assure that the DSP&S program conforms to all requirements established by the relevant laws and regulations.
- VII. Source/Reference:

Education Code Sections 67310, 84850; Title 5 Sections 56000 et seq. and 56027.
See Administrative Procedure 5140.

**RIO HONDO COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
AGENDA
Regular Meeting, April 9, 2014, 6:00 p.m.**

III. ACTION ITEM

A. PRESIDENT'S OFFICE

2. Revision of Board Policies 2735, 3410 (First Reading)

The proposed Board Policies have been revised and have gone through the review process, which include the President's Council, Administrative Council and the Planning Fiscal Council.

It is recommended that this policy be approved for first reading:

BP 2735	Board Member Travel
BP 3410	Nondiscrimination

RECOMMENDATION: That the Board of Trustees approve Board Policies 2735 and 3410 for first reading.

Disposition by the Board:

It was moved by Ms. Madeline Shapiro, seconded by Ms. Vicky Santana, and carried, that Report No. III.A.2 with the following revisions:

None be

X Accepted and approved - Action No. 40

 Not approved

Yes No

 Delayed for further study

Vote: 5 0

Student Trustee Advisory Vote: 0 0

BOARD MEMBER TRAVEL

BP No. 2735

Board Adopted: 3/13/02; 11/12/03

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- I. **Members of the Board of Trustees shall have travel expenses paid whenever they travel as representatives of and perform services for the District. ~~directed by the Board.~~**
- II. **Reimbursement shall be at the same rate and for the same purposes as for College employees.**
- III. **Each Board member must submit a travel request for each trip or conference with the Secretary of the Board in consultation with the Board President. If the member does not complete the travel, they he/she shall ~~are to~~ notify the Secretary of the Board and shall be responsible for reimbursing the College for the expense. Reimbursement shall not be required if it is determined by the Secretary of the Board that the member was ill or had an emergency.**
- IV. **Upon returning from the trip or conference, the Board member shall provide an update on the professional development activity under the "Staff and Board Comments" section of the Board agenda at the next regular Board meeting.**
- V. **Source/Reference**

Education Code Section 72423; ACCJC Accreditation Standard IV.B.1.f.

NONDISCRIMINATION

BP No. 3410

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

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- 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 (CCLC)**, **military and veteran status (AB556)**, 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 the 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, color, medical condition, genetic information, ancestry, sexual orientation, marital status, physical or mental disability, **pregnancy (CCLC)**, **military and veteran status (AB556)**, or because he or she is perceived to have one or more of the foregoing characteristics, or because of his or her association with a person or group with one or more of these actual or perceived characteristics.
- V. The District officer 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 Affirmative Action Officer, Director of Human Resources, and District's Title IX Officer/Section 504/ ADA Coordinator, Dean of Student Affairs.
- VI. The District will provide annual notice of its policy against unlawful discrimination to students, new employees when they commence working, and all current employees.
- VII. Reference:

Education Code Sections 66250, et seq., 72010, et seq., 87100 et seq.; Title 5, Sections 53000, et seq., 59300 et seq.; Penal Code Section 422.55; Government Code 12926.1, 12940, et seq.
See Administration Procedure 3410.

**RIO HONDO COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
AGENDA
Regular Meeting, April 9, 2014, 6:00 p.m.**

IV. INFORMATION ITEMS

1. Accreditation Update

**RIO HONDO COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
AGENDA
Regular Meeting, April 9, 2014, 6:00 p.m.**

IV. INFORMATION ITEMS

2. Building Program

RIO HONDO COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
AGENDA
Regular Meeting, April 9, 2014, 6:00 p.m.

IV INFORMATION ITEM

3. New /Revision of Administrative Procedure – 5010

The proposed Administrative Procedure are either new or revised and have gone through the review process, which include the President's Council, Administrative Council and the Planning Fiscal Council.

The procedures do not require Board approval and will be implemented once received by the Board.

AP 5010 Admissions

ADMISSIONS

AP No. 5010

Board Reviewed: New

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[Note: This procedure is legally required. Local practice can be inserted here, so long as it does not conflict with the general admissions requirements of Education Code Section 76000.]

- I. The authority and responsibility for the admissions process lies with the ~~Director of Admissions and Records~~ Vice President of Student Services or designee. Publication of admissions policies and procedures will be in the College Catalog, which is available in print and on-line. (current practice)
- II. Any graduate of an accredited high school may be admitted to Rio Hondo College. (current practice)
- III. Any person having successfully completed the California High School Proficiency Examination (CHSPE) or the General Education Developmental Test (GED) with scores of 45 overall and with no subtest lower than 35 may be admitted. (current practice)
- IV. The College may admit persons 18 years of age or older without a high school diploma when the evidence indicates that the individual will benefit from college-level instruction. (current practice)
- V. Admission procedures include a determination of residency status (see AP 5015 titled Residence Determination). (current practice)
- VI. For admission of concurrently enrolled high school and younger students, see AP 5011. (current practice)
- VII. The ~~Director of Admissions and Records~~ Vice President of Student Services or designee shall establish procedures for evaluating the validity of a student's high school completion if the District or the United States Department of Education has reason to believe that the high school diploma is not valid or was not obtained from an entity that provides secondary school education. (CCLC) (current practice)
- VIII. Source/Reference:

Education Code 76000; U.S. Department of Education regulations on the Integrity of Federal Student Financial Aid Programs under Title IV of the Higher Education Act of 1965, as amended; 34 Code of Federal Regulations Section 668.16(p) (CCLC); AP5011; AP5015.

**RIO HONDO COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
AGENDA
Regular Meeting, April 9, 2014, 6:00 p.m.**

IV. INFORMATION ITEMS

4. Special Meetings of the Board

At the Special Board Meeting on February 1, 2014, the Board agreed to schedule the following special meetings:

- April 23, 2014, 6:00 p.m. Review Educational Master Plan,
Facility Master Plan and Information
Technology Plan
- May 3, 2014, 11:30 a.m. Accreditation Self-Evaluation
Report – Draft Review with co-chairs
- June 18, 2014, 6:00 p.m. Accreditation Self-Evaluation Report
- June 19, 2014, 6:00 p.m. Board Retreat
- August 27, 2014, 6:00 p.m. Bond Construction Projects Discussion