

**RIO HONDO COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
Regular Meeting, Wednesday, May 14, 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: April 9, 2014; April 23, 2014; May 3, 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**
 - **Faculty Retirement – Linda Brown, Arts & Cultural Programs**
 - **Leadership Academy (Cohort 4)**
- G. Presentations**
 - **Sabbatical Leave – Jeannette Duarte**
- H. PUBLIC HEARING ON THE TOPICS OF REOPENERS TO THE 2011-14
CSEA, CHAPTER 477 COLLECTIVE BARGAINING AGREEMENT
SUBMITTED BY THE DISTRICT**

II. CONSENT AGENDA

- A. FINANCE & BUSINESS**
 - 1. Finance & Business Reports**
 - 2. Authorization for Out-of-State Travel & Conferences**
 - 3. Annual Household Hazardous Waste Roundup**
 - 4. Award Bid #2024 – Remove and Replace Water Heater at the
Administrative of Justice (AJ) Annex Building – Fast Track
Construction Corporation**
 - 5. Weapons Firing Range Agreements – California Department
of Motor Vehicles and California Department of Corrections
and Rehabilitation**
 - 6. Approve Revenue Agreement – Phlebotomy Technician
Certification Course – Phlebotomy Training Specialists**
 - 7. Revenue Agreement (MOU) between Miramar ATTE College
Center at San Diego Miramar College and Rio Hondo
College**
 - 8. Revenue Agreement #14112311 with the Commission on
Peace Officer Standards and Training (POST) Providing
Force Option and Driving Simulator Training**
 - 9. Approve Revenue Agreement – Pharmacy Technician
Certificate Course provided by The Learning Oasis**
 - 10. Affiliation Agreement with Liberty Ambulance for
Ambulance Ride-Along Experience**
 - 11. Testing and Inspection Services – Additional Augmentation**

- 4. Discussion of Board Evaluation
- 5. Budget Development Calendar

V. STAFF AND BOARD COMMENTS

- Board Development Reporting
- Action Items for Future Board Meetings

VI. CLOSED SESSION

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**
 - Director EOP&S / CARE
- **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, June 11, 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, May 14, 2014, 6:00 p.m.
AGENDA**

PUBLIC HEARING ON THE TOPICS OF REOPENERS TO THE 2011-2014 CSEA,
CHAPTER 477 COLLECTIVE BARGAINING AGREEMENT SUBMITTED BY THE
DISTRICT.

The following are articles which the District intends to open for re-negotiations.

- **ARTICLE 5 DEFINITIONS**
- **ARTICLE 7 HOURS OF EMPLOYMENT**

RECOMMENDATION: That the President of the Board of Trustees:

- 1) Officially open the hearing on the topics of reopeners from the District to the CSEA.
- 2) After hearing any comments from the public concerning the District's reopeners, declare the public hearing closed.

Disposition:

It was moved by Ms. Pacheco, seconded by Ms. Garcia
and carried that the Public Hearing on the topics of reopeners with the following revisions:
None. To declare the hearing open at 6:46 p.m. concerning the District reopeners be

XX Accepted and Approved - Action No. 48

 Not Approved

 Delayed for further Study

Vote:

Yes
5

No
0

Student Advisory Vote:

1

0

Disposition:

It was moved by Mr. Mendez, seconded by Student Trustee Carroll and carried that the Public Hearing on the topics of reopeners with the following revisions: None To declare the hearing closed at 6:47 p.m. after hearing no comments be

XX Accepted and Approved - Action No. 49
 Not Approved
 Delayed for further Study

Vote:

Yes
5

No
0

Student Advisory Vote:

1

0

**RIO HONDO COMMUNITY C OLLEGE DISTRICT
BOARD OF TRUSTEES
Regular Meeting, May 14, 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 April 2014.

c. Quarterly Report

Attached is the Quarterly Financial Status Report CCFS-311Q period ending March 31, 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. Caroline Carroll, and carried, that the Consent Agenda with the following revisions:

with exception of II.A.I.C moved to Action as #51, moved by Mr. Gary Mendez, seconded by Ms. Vicky Santana be

X Accepted and approved - Action No. 50

Not approved

Delayed for further study

Yes No

Vote: 5 0

Student Trustee Advisory Vote: 1 0

PAYROLL WARRANT REPORT

APRIL

2014

Administrative salary

C1J-C	\$	256,244.31	
C1J-N	\$	14,367.25	
			\$ 270,611.56

Full time Faculty &
Educational Salary

C2J-C	\$	1,570,798.58	
098-C	\$	25,667.93	
104-C	\$	11,512.67	
113-C	\$	(25,667.93)	
120-C	\$	25,738.21	
			\$ 1,608,049.46

Faculty Hourly

C5J-C	\$	966,210.87	
C5J-N	\$	10,719.54	
092-C	\$	26,774.90	
092-N	\$	1,312.39	
121-C	\$	22,710.63	
121-N	\$	987.13	
			\$ 1,028,715.46

Classified Monthly

E4S-N	\$	521,013.00	
E4R-N	\$	579,776.51	
105-N	\$	1,156.72	
106-N	\$	126.36	
111-N	\$	753.72	
			\$ 1,102,826.31

Classified Hourly

H1R-N	\$	60,014.22	
H1S-N	\$	37,023.17	
			\$ 97,037.39

\$ 4,107,240.18

Rio Hondo College

Quarterly Financial Status Report, CCFS-311Q – Summary

Quarter Ended: March 31, 2014

- **Unrestricted General Fund Revenue, Expenditure and Fund Balance:**

This section compares the last three fiscal years ending actual results and current fiscal year projected results/budget:

For the last three fiscal years, general fund reserve amounted to \$10,436,457 for 2011, \$5,009,432 for 2012 and \$5,072,398 for 2013 compared to \$4,341,998 for current fiscal year projected fund balance.

The last three fiscal years percentage of general fund reserve to general fund expenses were 15.3% for 2011, 7.5% for 2012 and 8.1% for 2013 compared to 6.6% for current fiscal year projected percentage.

- **Total General Fund Cash Balance (Unrestricted & Restricted):**

Represent General Fund cash balance for current year third quarter compared to prior fiscal years third quarters:

Total cash for this quarter amounted to \$25,499,684 compared to \$27,153,375 for 2011, \$17,932,471 for 2012 and \$9,082,512 for 2013.

CALIFORNIA COMMUNITY COLLEGES CHANCELLOR'S OFFICE

Quarterly Financial Status Report, CCFS-311Q VIEW QUARTERLY DATA

District: (880) RIO HONDO

CHANGE THE PERIOD

Fiscal Year: 2013-2014

Quarter Ended: (Q3) Mar 31, 2014

As of June 30 for the fiscal year specified

Description

Line

Actual
2010-11

Actual
2011-12

Actual
2012-13

Projected
2013-2014

I. Unrestricted General Fund Revenue, Expenditure and Fund Balance:

A. Revenues:

A.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	70,672,457	60,985,542	62,971,126	64,962,946
A.2	Other Financing Sources (Object 8900)	7,389	0	0	0
A.3	Total Unrestricted Revenue (A.1 + A.2)	70,679,846	60,985,542	62,971,126	64,962,946

B. Expenditures:

B.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	67,478,037	66,673,607	62,233,081	65,482,293
B.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	701,735	259,524	409,070	211,053
B.3	Total Unrestricted Expenditures (B.1 + B.2)	68,179,772	66,933,131	62,642,151	65,693,346

C. Revenues Over(Under) Expenditures (A.3 - B.3)

		2,500,074	-5,947,589	328,975	-730,400
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D. Fund Balance, Beginning

D.1	Prior Year Adjustments + (-)	0	520,564	-266,009	0
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D.2 Adjusted Fund Balance, Beginning (D + D.1)

		7,936,383	10,957,021	4,743,423	5,072,398
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E. Fund Balance, Ending (C. + D.2)

		10,436,457	5,009,432	5,072,398	4,341,998
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F.1 Percentage of GF Fund Balance to GF Expenditures (E. / B.3)

		15.3%	7.5%	8.1%	6.6%
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II. Annualized Attendance FTES:

G.1	Annualized FTES (excluding apprentice and non-resident)	13,300	13,800	13,396	12,460
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III. Total General Fund Cash Balance (Unrestricted and Restricted)

As of the specified quarter ended for each fiscal year					
	2010-11	2011-12	2012-13	2013-2014	
H.1		17,932,471	9,082,512	25,499,684	
H.2		0	0	0	
H.3	27,153,375	17,932,471	9,082,512	25,499,684	

IV. Unrestricted General Fund Revenue, Expenditure and Fund Balance:

Line	Description	Adopted Budget (Col. 1)	Annual Current Budget (Col. 2)	Year-to-Date Actuals (Col. 3)	Percentage (Col. 3/Col. 2)
Revenues:					
I.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	64,962,946	64,962,946	66,484,049	102.3%
I.2	Other Financing Sources (Object 8900)	0	0	0	
I.3	Total Unrestricted Revenue (I.1 + I.2)	64,962,946	64,962,946	66,484,049	102.3%
Expenditures:					
J.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	64,719,731	65,482,293	45,005,399	68.7%
J.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	220,115	211,053	0	
J.3	Total Unrestricted Expenditures (J.1 + J.2)	64,939,846	65,693,346	45,005,399	68.5%
K.	Revenues Over(Under) Expenditures (I.3 - J.3)	23,100	-730,400	21,478,650	
L	Adjusted Fund Balance, Beginning	5,072,398	5,072,398	5,072,396	
L.1	Fund Balance, Ending (C. + L.2)	5,095,498	4,341,998	26,551,046	
M	Percentage of GF Fund Balance to GF Expenditures (L.1 / J.3)	7.8%	6.6%		

V. Has the district settled any employee contracts during this quarter? **NO**

If yes, complete the following: (If multi-year settlement, provide information for all years covered.)

Contract Period Settled (Specify) YYYY-YY	Management		Academic		Classified	
	Total Cost Increase	% *	Total Cost Increase	% *	Total Cost Increase	% *
a. SALARIES:						
Year 1:						
Year 2:						
Year 3:						
b. BENEFITS:						
Year 1:						
Year 2:						
Year 3:						

* As specified in Collective Bargaining Agreement or other Employment Contract

c. Provide an explanation on how the district intends to fund the salary and benefit increases, and also identify the revenue source/object code.

VI. Did the district have significant events for the quarter (include incurrence of long-term debt, settlement of audit findings or legal suits, significant differences in budgeted revenues or expenditures, borrowing of funds (TRANS), issuance of COPs, etc.)? **NO**

If yes, list events and their financial ramifications. (Enter explanation below, include additional pages if needed.)

VII. Does the district have significant fiscal problems that must be addressed? **NO**

If yes, what are the problems and what actions will be taken? (Enter explanation below, include additional pages if needed.)

CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE

Quarterly Financial Status Report, CCFS-311Q
CERTIFY QUARTERLY DATA

District: (880) RIO HONDO

Your Quarterly Data is Certified for this quarter.

Chief Business Officer

CBO Name: Teresa Dreyfuss

CBO Phone: 562-908-3403

CBO Signature:

Date Signed:

Chief Executive Officer Name: Teresa Dreyfuss

CEO Signature:

Date Signed:

Electronic Cert Date: 05/05/2014

CHANGE THE PERIOD ▼

Fiscal Year: 2013-2014

Quarter Ended: (Q3) Mar 31, 2014

District Contact Person

Name: Teresa Dreyfuss

Title: Superintendent/President

Telephone: 562-908-3403

Fax: 562-908-3462

E-Mail: tdreyfuss@rio.hondo.edu

California Community Colleges, Chancellor's Office
Fiscal Services Unit
1102 Q Street, Suite 4554
Sacramento, California 95814-6511

Send questions to:
Christine Atallig (916)327-5772 catallig@cccco.edu or Tracy Britten (916)323-6899 tbritten@cccco.edu
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RIO HONDO COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
Regular Meeting, May 14, 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. Caroline Carroll, and carried, that the Consent Agenda with the following revisions:

None

be

X Accepted and approved - Action No. 50

 Not approved

Yes

No

 Delayed for further study

Vote:

5

0

Student Trustee Advisory Vote:

1

0

OUT-OF-STATE TRAVEL AND CONFERENCES
AGENDA ITEM II. A. 2.
5/14/2014 Page 1 of 1

EMPLOYEE	CONFERENCE NAME & LOCATION	DATES	REASON FOR ATTENDING	DAYS AWAY FROM COLLEGE	APPROX. COST/ FUNDING SOURCE	PRESENTER	PARTICIPANT
Fran Cummings	Visiting National Parks & Ecological Preserves Various Cities in Costa Rica	June 8-19, 2014	Traveling to scout future class locations-Tropical Ecology Class	0	No Cost to District		
Jasmine Lopez	Voto Latino Power Summit Miami FL	June 13-14, 2014	Conference attendee	1	\$935.00 Voto Latino		X
Tracy Rickman	National Fire Protection Association (NFPA) Las Vegas, NV	June 8-10, 2014	Conference attendee	2	\$790.00 Perkins Grant		X
Steve Tomory	Hi-Tec Exchange Conference Chicago, IL	July 21-25, 2014	Conference attendee	5	\$2,050.00 Alt Fuels Grant		X
Madeline Shapiro Vicky Santana Gary Mendez Mary Ann Pacheco Norma E. Garcia Student Trustee: Caroline Carroll							

RIO HONDO COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
Regular Meeting, May 14, 2014, 6:00 p.m.
AGENDA

II. CONSENT AGENDA

A. FINANCE AND BUSINESS

3. Annual Household Hazardous Waste Roundup

Annually, the Sanitation District of Los Angeles County and the County of Los Angeles Department of Public Works, requests the use of the Rio Hondo Community College District Parking Lot "A" for their annual "Household Hazardous and Electronic Waste Collection Event" (Roundup).

This event provides Los Angeles County residents an environmentally safe means and place to dispose of household hazardous waste. Roundup will take place from 7:00 a.m. to 5:00 p.m. Saturday August 2, 2014. Parking lot "A" will be required from noon Friday August 1ST (container drop off) to no more than 24-hours after the termination of the Roundup for cleanup and removal of containers.

The County of Los Angeles will contract with an environmental disposal services firm to collect waste at the site. The Sanitation District and the County of Los Angeles will assume all legal permits and liability.

RECOMMENDATION: That the Board of Trustees authorize the Administration to enter into agreements with the County of Los Angeles for the Household Hazardous Waste Collection Event on August 2, 2014.

Disposition by the Board:

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

None

be

X Accepted and approved - Action No. 50

Not approved

Delayed for further study

Yes

No

Vote:

5

0

Student Trustee Advisory Vote:

1

0

RIO HONDO COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
Regular Meeting, May 14, 2014, 6:00 p.m.
AGENDA

II. CONSENT AGENDA

A. FINANCE AND BUSINESS

4. Award Bid #2024 – Remove and Replace Water Heater at the Administrative of Justice (AJ) Annex Building – Fast Track Construction Corporation

The water heater that provides hot water to the showers at the AJ Annex Building has failed. The water heater is more than 40-years old and can no longer be repaired. Staff solicited Bid #2024 for the removal and replacement of the water heater. In addition to providing notice to firms that are in the District database, the bid was advertised in the local newspapers and posted on the District's webpage. Eight contractors attended our information meeting and job walk. Bids were due on April 16, 2014. Only two contractors submitted bids to perform the specified work.

<u>Contractor</u>	<u>Business Address</u>	<u>Amount</u>
Fast Track Construction Corp.	Culver City	\$ 64,290.00
Verne's Plumbing, Inc.	Buena Park	\$269,900.00

Staff recommends awarding contract on Bid 2024 removal and replacement of a water heater at the AJ Annex building to Fast Track Construction Corporation in an amount not to exceed \$64,290.00 from the Bond Fund.

RECOMMENDATION: That the Board of Trustees award Bid #2024 for the removal and replacement of a hot water heater at the AJ Annex building to Fast Track Construction Corporation in an amount not to exceed \$64,290.00 from the Bond Fund 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:

Pulled from Consent by Mr. Gary Mendez _____ be

X Accepted and approved - Action No. 52

Not approved

Delayed for further study

Yes No

Vote: 5 0

Student Trustee Advisory Vote: 1 0

**RIO HONDO COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
Regular Meeting, May 14, 2014, 6:00 p.m.
AGENDA**

II. CONSENT AGENDA

A. FINANCE AND BUSINESS

5. Weapons Firing Range Agreements

Rio Hondo College attempts to maximize the utilization of its Weapons 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 \$350.00 per session (session is 8 hours) and \$250.00 per half session (half session is 4-hours).

- The California Department of Corrections and Rehabilitation - plans to use the Rio Hondo Weapons Firing Range for the term of July 1, 2014 through June 30, 2016.
- The California Department of Motor Vehicles - plans to use the Rio Hondo Weapons Firing Range for the term of July 1, 2014 through June 30, 2016.

RECOMMENDATION: That the Board of Trustees approve the weapons firing range agreements with the California Department of Corrections and Rehabilitation and the California Department of Motor Vehicles as summarized above 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. Caroline Carroll, and carried, that the Consent Agenda with the following revisions:

None be

X Accepted and approved - Action No. 50

Not approved

Delayed for further study

Yes No

Vote: 5 0

Student Trustee Advisory Vote: 1 0

RIO HONDO COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
Regular Meeting, May 14, 2014, 6:00 p.m.
AGENDA

II. CONSENT AGENDA

A. FINANCE AND BUSINESS

6. Approve Revenue Agreement – Phlebotomy Technician Certification Course – Phlebotomy Training Specialists

The Continuing Education Department requests approval to enter into a revenue agreement with Phlebotomy Training Specialists to provide Phlebotomy Technician Certification Courses for the period of May 15, 2014 through May 14, 2016 and automatically renew for three (3) additional one (1) year terms or until May 14, 2019.

Rio Hondo Community College District (District) will provide classroom and lab space. Phlebotomy Training Specialists will provide competent California Department of Public Health – Laboratory Field Services approved instructors, for 40-hours of Phlebotomy Didactic Training (20-hours of basic and 20-hours of advanced didactic training) and 40-hours of Externship Training in an approved affiliated medical facility.

Phlebotomy Training Specialists will pay the District \$500.00 per student enrolled in each course. The Continuing Education Department estimates an annual enrollment of 200 students so that the potential revenue would be \$100,000.00 per year.

RECOMMENDATION: That the Board of Trustees approve a revenue agreement with Phlebotomy Training Specialists to provide Phlebotomy Technician Certification Courses for the period of May 15, 2014 through May 14, 2015 with an option to extend the agreement for three (3) additional one (1) year terms or until May 14, 2019 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. Caroline Carroll, and carried, that the Consent Agenda with the following revisions:

None be

X Accepted and approved - Action No. 50

 Not approved

Yes No

 Delayed for further study

Vote: 5 0

Student Trustee Advisory Vote: 1 0

**RIO HONDO COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
Regular Meeting, May 14, 2014, 6:00 p.m.
AGENDA**

II. CONSENT AGENDA

A. FINANCE AND BUSINESS

7. Revenue Agreement (MOU) between Miramar ATTE College Center at San Diego Miramar College and Rio Hondo College

Rio Hondo Community College will provide five (5) First Responder Alternative Fuels Technical Training Programs through the Advanced Transportation Technology & Energy (ATTE) College Center for various Clean Cities Coalitions. The agreement will be in effect through August 15, 2014. Compensation will vary based on the Coalition served as follows:

Los Angeles Coalition	\$7,500.00
Antelope Coalition	\$7,500.00
Southern California	\$7,500.00
San Diego Coalition	\$11,250.00
Central Coast Coalition	\$11,250.00
Total	\$45,000.00

The ATTE Program at San Diego Miramar College will provide \$45,000.00 to Rio Hondo Community College to provide training to the Coalitions listed above. Rio Hondo College will submit an invoice to Miramar ATTE following each course delivery.

RECOMMENDATION: That the Board of Trustees approve a revenue agreement with the ATTE College Center at San Diego Miramar College, through August 15, 2014, in an amount not to exceed \$45,000.00 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. Caroline Carroll, and carried, that the Consent Agenda with the following revisions:

None

be

X Accepted and approved - Action No. 50

Not approved

Yes

No

Delayed for further study

Vote:

5

0

Student Trustee Advisory Vote:

1

0

**RIO HONDO COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
Regular Meeting, May 14, 2014, 6:00 p.m.
AGENDA**

II. CONSENT AGENDA

A. FINANCE AND BUSINESS

8. Revenue Agreement #14112311 with the Commission on Peace Officer Standards and Training (POST) Providing Force Option and Driving Simulator Training

The Rio Hondo Regional Training Center provides training at the Regional Skills Training Center (RSTC) for Commission on Peace Officer Standards and Training (POST). Courses are in accordance with course outlines. In the event there are not enough students from POST agencies to fill the class, students who are not full-time on-duty law enforcement officers may enroll in the courses.

Revenue Agreement #14112311 provides funding for 1,800 students in the four-hour Driving Simulator Course and/or Force Option Simulator Course not to exceed \$165,600.00 for the term July 1, 2014 through June 30, 2015. POST reimburses at the rate of \$92.00 for each 4 hours of training in each simulator category.

RECOMMENDATION: That the Board of Trustees approve the Revenue agreement with POST in an amount not to exceed \$165,600.00, as presented, 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. Caroline Carroll, and carried, that the Consent Agenda with the following revisions:

None be

X Accepted and approved - Action No. 50

Not approved

Yes No

Delayed for further study

Vote: 5 0

Student Trustee Advisory Vote: 1 0

**RIO HONDO COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
Regular Meeting, May 14, 2014, 6:00 p.m.
AGENDA**

II. CONSENT AGENDA

A. FINANCE AND BUSINESS

9. Approve Revenue Agreement – Pharmacy Technician Certificate Course provided by The Learning Oasis

The Continuing Education Department requests approval to enter into a revenue agreement with The Learning Oasis to provide a 16-week Pharmacy Technician Certificate Course for the 2014/2015 school year.

Rio Hondo Community College District will provide classroom space and The Learning Oasis will be responsible for contracting instructors with the appropriate credentials.

The Continuing Education Department estimates an enrollment of eight students providing the District potential revenue of \$3,319.00.

RECOMMENDATION: That the Board of Trustees approve a revenue agreement with The Learning Oasis to provide a Pharmacy Technician Certification Course for the 2014/2015 school year 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. Caroline Carroll, and carried, that the Consent Agenda with the following revisions:

None be

X Accepted and approved - Action No. 50

Not approved

Yes No

Delayed for further study

Vote: 5 0

Student Trustee Advisory Vote: 1 0

**RIO HONDO COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
Regular Meeting, May 14, 2014, 6:00 p.m.
AGENDA**

II. CONSENT AGENDA

A. FINANCE AND BUSINESS

10. Affiliation Agreement with Liberty Ambulance for Ambulance Ride-Along Experience

The Public Safety Department is requesting the services of Liberty Ambulance to provide Rio Hondo Community College District students enrolled in public safety classes with limited clinical experience for students with ambulance ride-along. The affiliation allows students and instructors access to appropriate facilities for students to obtain practical learning experience. The affiliation will commence on May 1, 2014 and will be continuous unless terminated.

RECOMMENDATION: That the Board of Trustees approve an Affiliation Agreement with Liberty Ambulance effective May 1, 2014 and continuing in perpetuity unless terminated.

Disposition by the Board:

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

None be

X Accepted and approved - Action No. 50

Not approved

Yes No

Delayed for further study

Vote: 5 0

Student Trustee Advisory Vote: 1 0

**RIO HONDO COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
Regular Meeting, May 14, 2014, 6:00 p.m.
AGENDA**

II. CONSENT AGENDA

A. FINANCE AND BUSINESS

11. Testing and Inspection Services – Additional Augmentation

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. Previously approved firms are:

- RMA Group
- Converse Consultants
- Twinning Labs

Inspection Services are required by DSA to ensure that the building contractor follows each detail of the DSA approved plans and specifications. The Inspector of Record (IOR) 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. Previously approved firms are:

- Kal Krishnan Consulting Services
- Gateway Science & Engineering
- Universal Laboratories
- Tony Massadi Inspections

Since December 6, 2006, the Board of Trustees has approved a total of \$5,169,797.06 for testing and inspection services, as follows:

December 6, 2006	\$1,860,000.00
April 8, 2009	\$1,950,000.00
June 8, 2011	\$ 97,940.00
October 11, 2011	\$ 39,857.06
January 11, 2012	\$ 670,000.00
November 14, 2012	\$ 450,000.00
August 14, 2013	\$ 61,500.00
November 13, 2013	\$ 40,500.00
Total	<u>\$5,169,797.06</u>

At this time, \$75,700.00 in additional funding is needed to continue required testing and inspection services for ongoing projects, DSA Closeout of Legacy and Non Certified projects, and the Santa Fe Springs Prop Project. Approval of this requested amount will bring the cumulative total funding for testing and inspection services to \$5,285,997.06.

RECOMMENDATION: That the Board of Trustees approve \$75,700.00 in additional funding for testing and inspection services 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. Caroline Carroll, and carried, that the Consent Agenda with the following revisions:

None be

X Accepted and approved - Action No. 50

 Not approved

Yes No

 Delayed for further study

Vote: 5 0

Student Trustee Advisory Vote: 1 0

**RIO HONDO COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
Regular Meeting, May 14, 2014, 6:00 p.m.
AGENDA**

II. CONSENT AGENDA

A. FINANCE AND BUSINESS

12. Veterans Memorial – Architectural Services – Quatro Design Group

Quatro Design Group submitted a proposal to provide design services for the Veterans Memorial. The project will be located on the Campus Quad. The architect and his engineering team have reviewed all documents approved by the Veterans Memorial Ad Hoc Committee. The design services will translate the concept design documents into construction documents that can be bid by general contractors. This project is exempt from DSA review. The design team is requesting design fees in the amount of \$4,800.00.

RECOMMENDATION: That the Board of Trustees approve the design fees to Quatro Design Group for the preparation of plans and specifications not to exceed \$4,800.00 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. Caroline Carroll, and carried, that the Consent Agenda with the following revisions:

None

be

X Accepted and approved - Action No. 50

Not approved

Yes

No

Delayed for further study

Vote:

5

0

Student Trustee Advisory Vote:

1

0

**RIO HONDO COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
Regular Meeting, May 14, 2014, 6:00 p.m.
AGENDA**

II. CONSENT AGENDA

A. FINANCE AND BUSINESS

**13. Additional Plan Check Fees – Division of the State Architect (DSA) –
Construction of South Whittier Educational Center**

All missing documentation needed to certify the South Whittier Educational Center Application #03-111392 has been submitted to the Division of the State Architect (DSA). However, during the course of collecting missing documentation and addressing deviations in construction work, the project was “closed without certification” by DSA.

DSA is requiring a re-opening fee of \$500.00 and the re-submittal of all documentation submitted after the close of file date. DSA will thereafter re-examine the files for closeout and certification.

RECOMMENDATION: That the Board of Trustees approve the additional DSA fees for re-opening and re-examination of closed files on the South Whittier Educational Center projects in an amount not to exceed \$500.00 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. Caroline Carroll, and carried, that the Consent Agenda with the following revisions:

None be

X Accepted and approved - Action No. 50

Not approved

Delayed for further study

Yes No

Vote: 5 0

Student Trustee Advisory Vote: 1 0

**RIO HONDO COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
Regular Meeting, May 14, 2014, 6:00 p.m.
AGENDA**

II. CONSENT AGENDA

A. FINANCE AND BUSINESS

**14. Additional Plan Check Fees – Division of the State Architect (DSA) –
Alterations to the Applied Technology Building**

All missing documentation needed to certify the Applied Technology Building #03-110360 has been submitted to the Division of State Architect (DSA). However, during the course of collecting missing documentation and addressing deviations in construction work, the project was “closed without certification” by DSA.

DSA is requiring a re-opening fee of \$750.00 and the re-submittal of all documentation submitted after the closed date. DSA will thereafter re-examine the files for closeout and certification.

RECOMMENDATION: That the Board of Trustees approve the additional DSA fees for re-opening and re-examination of closed files on the Applied Technology project in an amount not to exceed \$750.00 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. Caroline Carroll, and carried, that the Consent Agenda with the following revisions:

None be

X Accepted and approved - Action No. 50

Not approved

Delayed for further study

Yes No

Vote: 5 0

Student Trustee Advisory Vote: 1 0

**RIO HONDO COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
Regular Meeting, May 14, 2014, 6:00 p.m.
AGENDA**

II. CONSENT AGENDA

A. FINANCE AND BUSINESS

**15. Additional Plan Check Fees – Division of the State Architect (DSA) –
Construction of Central Plant**

Fees paid to the Division of the State Architect (DSA) are based on the total final cost of a project. DSA has requested \$17,581.05 in additional fees for the Central Plant project based on a final cost which exceeded the original estimated project cost, before the project can be certified.

RECOMMENDATION: That the Board of Trustees approve the additional DSA fees for review of final documentation on the Central Plant project in an amount not to exceed \$17,581.05 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. Caroline Carroll, and carried, that the Consent Agenda with the following revisions:

None be

X Accepted and approved - Action No. 50

Not approved

Yes No

Delayed for further study

Vote: 5 0

Student Trustee Advisory Vote: 1 0

RIO HONDO COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
Regular Meeting, May 14, 2014, 6:00 p.m.
AGENDA

II. CONSENT AGENDA

A. FINANCE AND BUSINESS

16. Amend March 12, 2014 Board Agenda and Approval of Board Resolution No. 051414

The College Administration performed additional research regarding the use of the Rio Hondo College Fire Academy Site and came to the conclusion, and recommends to the Board of Trustees, to amend the March 12, 2014 Board Agenda (agenda item III.B.1.) that recommended approval of two options to allow the City of Santa Springs to construct a High Rope Training Prop at the Santa Fe Springs Fire Academy Site.

The Administration now recommends approval of the attached Board Resolution 051414 which states that the City shall be responsible for segregation fencing and signage costs during the construction period prior to Division of the State Architect (DSA) final approval, and the College shall be responsible for DSA plan review fee costs and associated DSA required inspection, testing, and close out fees.

RECOMMENDATION: That the Board of Trustees approve to amend the March 12, 2014 Board Agenda as outlined above and approve Resolution No. 051414 wherein the City shall be responsible for the costs associated for fencing of the Prop and that the College shall be responsible for costs associated with DSA inspection, testing, and close out, paid for from Bond funds.

Disposition by the Board:

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

None be

X Accepted and approved - Action No. 50

Not approved

Yes No

Delayed for further study

Vote: 5 0

Student Trustee Advisory Vote: 1 0

BOARD RESOLUTION NO. 051414

**A RESOLUTION OF THE BOARD OF TRUSTEES FOR RIO
HONDO COMMUNITY COLLEGE**

**APPROVAL THE CITY OF SANTA FE SPRINGS TO CONSTRUCT
A HIGH ROPE TRAINING PROP AT THE RIO HONDO COLLEGE FIRE
ACADEMY SITE**

WHEREAS, the City of Santa Fe Springs Fire Rescue Department, the Los Angeles Area Fire Chiefs Association (LAAFCA), and Rio Hondo Community College (College) desire the installation of a High Rope Training Prop at the Rio Hondo College Fire Academy Site; and

WHEREAS, the City of Santa Fe Springs (City) secured a Grant in the amount of \$75,000.00 from the State of California distributed by the State Homeland Security Grant Program to purchase and install the training Prop, and with construction to be managed by the City in coordination with the College; and

WHEREAS, College is required to comply with the California Field Act which requires that all structures used by faculty and students are required to secure Division of the State Architect (DSA) review and certification. (cities and other agencies do not have this requirement); and

WHEREAS, College and/or City and/or LAAFCA shall submit plans, engineering calculations, and specifications to DSA for plan review as designed by a California Licensed Architect and Structural Engineer who shall be responsible for the Prop design and shall secure DSA approval of the Prop plans; and

WHEREAS, College shall file a "Letter of Exemption" with DSA stating that the College will permit the installation of the High Rope Training Prop on College property prior to DSA approval, and that the installation of the Prop will comply with all DSA and Field Act requirements, and that the Prop shall be segregated (fenced off) from students and posted with signage stating that "This Training Prop does not comply with the California Field Act and is not permitted for faculty or student use" prior to the DSA approval being received; and

WHEREAS, City shall coordinate the installation of the Prop with the College and shall comply with all DSA and Field Act requirements during the installation, including segregation and posting; and

WHEREAS, College will be responsible for project costs related to the DSA plan review and closeout fees, Inspector of Record (IOR) fees, testing inspection lab fees, and the City shall be responsible for fencing/signage costs.

NOW, THEREFORE, THE BOARD OF TRUSTEES FOR RIO HONDO COMMUNITY COLLEGE, HEREBY RESOLVES AS FOLLOWS:

SECTION 1. The Board of Trustees approve that College shall submit plans, engineering calculations, and specifications to DSA for plan review and that: a) The City has contracted a California licensed Architect and Structural Engineer responsible for the Prop design and shall assist the College in securing DSA approval of the Prop plans, b) The City will coordinate the installation of the Prop with the College and shall comply with all DSA and Field Act requirements during the installation, including segregation and posting, and c) The College shall be responsible for all project costs including, but not limited to; DSA plan review and closeout fees, Inspector of Record (IOR) fees, and testing inspection lab fees.

SECTION 2. The Board of Trustees also approve that the College file a "Letter of Exemption" with DSA to notify DSA that the College will proceed with the installation of the High Rope Training Prop on College property prior to DSA approval, and that the installation of the Prop will comply with all DSA and Field Act requirements and that the Prop shall be segregated (fenced off) from students and posted with signage stating that "This Training Prop does not comply with the California Field Act and is not permitted for faculty or student use", and that the City shall be responsible for the cost to fence the Prop and post the required signage.

APPROVED AND ADOPTED this 14th day of May, 2014.

Mr. Gary Mendez
Clerk, Rio Hondo Community College District Board of Trustees

ATTEST:

Ms. Teresa Dreyfuss
Superintendent/President, Rio Hondo Community College

**RIO HONDO COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
Regular Meeting, May 14, 2014, 6:00 p.m.
AGENDA**

II. CONSENT AGENDA

A. FINANCE AND BUSINESS

**17. Removal of Three (3) Canopies at the Santa Fe Springs Fire Academy
– Anderson Construction**

During the recent final project close out process by consultants Del Terra Group (DTG), it was discovered that no documents can be found indicating the Division of the State Architect (DSA) had approved an installation of three (3) canopies; two (2) over entrance door and one (1) to create a covered walkway. DTG investigation found that none of the consultants from that project have documents confirming DSA approval. The recommendation is to remove the canopies in order to allow final DSA close out with certification of this project and to not impact any future DSA projects at that site. Two proposals were received to perform the removal of the canopies:

Andersen Construction	\$ 7,515.00
Thomco Construction, Inc.	\$18,106.00

RECOMMENDATION: That the Board of Trustees approve the proposal of \$7,515.00 for the removal of three (3) canopies at the Santa Fe Springs Fire Academy by Andersen Construction 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. Caroline Carroll, and carried, that the Consent Agenda with the following revisions:

None be

X Accepted and approved - Action No. 50

<u> </u> Not approved	<u>Yes</u>	<u>No</u>
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<u> </u> Delayed for further study	Vote:	<u>5</u>	<u>0</u>
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Student Trustee Advisory Vote:	<u>1</u>	<u>0</u>
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**RIO HONDO COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
Regular Meeting, May 14, 2014, 6:00 p.m.
AGENDA**

II. CONSENT AGENDA

A. FINANCE AND BUSINESS

18. Approval of Clinical Affiliation Agreements

The Health Science Department is requesting the services of various Medical Centers to provide Rio Hondo Community College District Health Science students with clinical experience. The affiliation allows students and instructors access to appropriate facilities for student to obtain practical learning experiences in the various departments of the health facility.

- **Anaheim Regional Medical Center, LP (AHMC) - Affiliation agreement will be for the term of two years beginning July 1, 2014 and continuing through June 30, 2016.**
- **Citrus Valley Health Partners doing business as Citrus Valley Medical Center - Affiliation agreement will be for the term of one year beginning July 1, 2014 and continuing through June 30, 2015.**

RECOMMENDATION: That the Board of Trustees approve the Clinical Affiliation Agreements as presented 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. Caroline Carroll, and carried, that the Consent Agenda with the following revisions:

None be

X **Accepted and approved - Action No. 50**

Not approved

Yes No

Delayed for further study

Vote: 5 0

Student Trustee Advisory Vote: 1 0

**RIO HONDO COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
Regular Meeting, May 14, 2014, 6:00 p.m.
AGENDA**

II. CONSENT AGENDA

A. FINANCE AND BUSINESS

**19. Award of Bid #2028 – PE Building and Softball Retaining Wall/
Guardrail Project – Fast Track Construction**

On March 27, 2014 and April 3, 2014, Bid #2028 PE Building and Softball Retaining Wall/Guardrail Project was advertised in the Pasadena Star News, San Gabriel Valley Tribune and the Whittier Daily News. The bid was also posted on the Rio Hondo College webpage and solicitations were sent to qualified contractors from the College's vendor database.

On April 7, 2014, the Program Management Team and Rio Hondo College Staff conducted a mandatory information meeting and job walk. Eight (8) contractors attended the meeting and job walk. Bids were received and opened on Monday, April 28, 2014 at 10:00 a.m. in the Board Room. A total of four (4) responsive and responsible bids were received.

Name	Base Bid
Fast Track Construction, Culver City	\$34,000.00
DCL Construction, Hacienda Heights	\$46,800.00
GDL Best Contractors, Whittier	\$49,000.00
Song & Son's, Arcadia	\$54,500.00

The Program Management Team and Rio Hondo staff has evaluated the bid and concludes Fast Track Construction is the lowest responsive and responsible bidder as contractor for this project. The Program Management Team and Rio Hondo Staff have reviewed the scope of work and recommend awarding the contract to Fast Track Construction, in the amount of \$34,000.00 from Bond funds.

RECOMMENDATION: That the Board of Trustees award the contract for the PE Building & Softball Field Retaining Wall/Guardrail Project to Fast Track Construction, in the amount of \$34,000.00 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. Caroline Carroll, and carried, that the Consent Agenda with the following revisions:

moved to Action as #53, moved by Mr. Mendez, seconded by Ms. Shapiro be

X Accepted and approved - Action No. 53

 Not approved

Yes

No

 Delayed for further study

Vote:

5

0

Student Trustee Advisory Vote:

1

0

**RIO HONDO COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
Regular Meeting, May 14, 2014, 6:00 p.m.
AGENDA**

II. CONSENT AGENDA

A. FINANCE AND BUSINESS

20. Award of Bid #2027 – Replacement of Retaining Wall Project – Fast Track Construction

On March 12, 2014 and March 19, 2014, Bid #2027 Replacement of Retaining Wall Project was advertised in the Pasadena Star News, San Gabriel Valley Tribune and the Whittier Daily News. The bid was also posted on the Rio Hondo College webpage and solicitations were sent to qualified contractors from the College's vendor database.

On March 20, 2014, the Program Management Team and Rio Hondo College Staff conducted a mandatory information meeting and job walk. Twenty-three (23) contractors attended the meeting and job walk. Bids were received and opened on Thursday, April 17, 2014 at 9:00 a.m. in the Board Room. A total of eleven (11) responsive and responsible bids were received.

Name	Base Bid
Fast Track Construction, Culver City	\$762,530.00
MallCraft, Altadena	\$772,000.00
Spec Construction, Ontario	\$789,489.00
Los Angeles Engineering, Covina	\$829,050.00
Oceanstate Development, Alhambra	\$845,828.00
Emerald Construction, Altadena	\$877,000.00
W&N Luxor Construction, Whittier	\$934,500.00
Minco Construction, Gardena	\$977,700.00
Ian Thomas Group, Glendale	\$1,055,600.00
Dalke & Son's Construction, Riverside	\$1,186,480.00
National Construction, Perris	\$1,233,000.00

The Program Management Team and Rio Hondo staff has evaluated the bid and concludes Fast Track Construction is the lowest responsive and responsible bidder as the General Contractor for this project. The Program Management Team and Rio Hondo Staff have reviewed the scope of work and recommend awarding the contract to Fast Track Construction, in the amount of \$762,530.00 from Bond Funds.

RECOMMENDATION: That the Board of Trustees award the contract for Replacement of Retaining Wall Project to Fast Track Construction, in the amount of \$762,530.00 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. Norma E. Garcia, and carried, that the Consent Agenda with the following revisions:

Pulled from Consent by Mr. Gary Mendez be

X Accepted and approved - Action No. 54

 Not approved

Yes No

 Delayed for further study

Vote: 5 0

Student Trustee Advisory Vote: 1 0

**RIO HONDO COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
Regular Meeting, May 14, 2014, 6:00 p.m.
AGENDA**

II. CONSENT AGENDA

A. FINANCE AND BUSINESS

**21. Additional Services Modification #6 – El Monte Educational Center
– Quatro Design Group**

On March 10, 2003, the Board of Trustees approved Quatro Design Group and nine other firms to form a pool of professional companies to provide architectural and engineering services to the Rio Hondo College Building Program. On April 14, 2010, the Board of Trustees approved entering into an agreement with Quatro Design Group for the design responsibility of the El Monte Educational Center project at a cost not to exceed \$225,000.00. On January 12, 2011, the Board of Trustees approved Modification #1 in the amount of \$9,795.00 for a revised amount not to exceed \$234,795.00. On March 9, 2011, the Board of Trustees approved Modification #2 in the amount of \$2,500.00 for a revised amount not to exceed \$237,295.00. On July 8, 2011, the Board of Trustees approved Modification #3 in the amount of \$30,000.00 for a revised amount not to exceed \$267,295.00. On July 11, 2012, the Board of Trustees approved Modification #4 in the amount of \$8,100.00 for a revised amount not to exceed \$275,395.00. However, Modification #4 was determined to be unnecessary and was thereafter cancelled. On April 10, 2013, the Board of Trustees approved Modification #5 in the amount of \$4,900.00 for a new revised amount not to exceed \$272,195.00.

A field error was made in the installation of the steel canopy beams for the canopy that is located in the center of the two classroom buildings and the Administration office building of the project, which created a problem with the bearing of the top plate for each structural column. The correction of the problem required the Structural Engineer to provide calculations and details that were submitted to The Division of the State Architect (DSA) as a Construction Change Directive (CCD) for review and approval. Due to the complexity of the corrective measure and the DSA review, additional services are required from the Architect and Structural Engineer.

Quatro Design Group has submitted a proposal of \$9,300.00 to perform this work. The Program Manager has reviewed and agrees with the scope of services. Since this work is necessitated by a field error, Nile Advanced Construction, the general contractor, has agreed to reimburse the District for these services through a deductive change order to the project.

RECOMMENDATION: That the Board of Trustees authorize an increase to the contract value of Quatro Design Group in an amount not to exceed \$9,300.00 for a revised total contract amount of \$281,495.00 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:

Pulled from Consent by Mr. Gary Mendez be

X Accepted and approved - Action No. 55

 Not approved

Yes

No

 Delayed for further study

Vote:

5

0

Student Trustee Advisory Vote:

1

0

**RIO HONDO COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
Regular Meeting, May 14, 2014, 6:00 p.m.
AGENDA**

II. CONSENT AGENDA

A. FINANCE AND BUSINESS

22. Ratification of Removal and Return of Temporary Restroom and Shower Buildings and Approval of Final Payment – Mobile Modular

Temporary portable restroom and shower buildings were placed behind the L Tower during the construction of the PE Complex project for use by students and athletes. Once the PE Complex was completed there was no further need for these units. Due to the portables being located in a high traffic area for students and staff, it was deemed prudent to have them removed and returned to the Mobile Modular vendor during the March 2014 spring break recess.

The Lease Agreement with Mobile Modular includes a return fee for each building that is returned. The College has received a final payment invoice, including the return fee, from Mobile Modular in the amount of \$4,372.00.

RECOMMENDATION: That the Board of Trustees ratify the removal and return of the temporary portable buildings to Mobile Modular and approve a final payment of \$4,372.00 to Mobile Modular 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. Caroline Carroll, and carried, that the Consent Agenda with the following revisions:

None be

X Accepted and approved - Action No. 50

Not approved

Yes No

Delayed for further study

Vote: 5 0

Student Trustee Advisory Vote: 1 0

**RIO HONDO COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
Regular Meeting, May 14, 2014, 6:00 p.m.
AGENDA**

II. CONSENT AGENDA

A. FINANCE AND BUSINESS

23. Board Resolution #051414-1 – Rio Hondo Region Adult Education Consortium

Local school districts, including El Monte Union High School District, El Rancho Unified School District, Whittier Union High School District, Tri Cities ROP District, the Hacienda La Puente Unified School District, Bassett Unified School District, and the Rio Hondo Community College District formed the Rio Hondo Region Adult Education Consortium in October of 2013.

Staff recommends approval of the accompanying Board Resolution entering into joint Memorandum of Understanding (MOU) with the above listed districts in the Rio Hondo Region Adult Education Consortium; authorizing the Superintendent/President authority to sign Adult Education Consortium documents.

RECOMMENDATION: That the Board of Trustees approve the accompanying Board Resolution to enter into joint MOU with local school districts in the Rio Hondo Region Adult Education Consortium.

Disposition by the Board:

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

Pulled from Consent by Mr. Gary Mendez be

X Accepted and approved - Action No. 56

Not approved

Delayed for further study

Yes No

Vote: 5 0

Student Trustee Advisory Vote: 1 0

**RESOLUTION TO ENTER INTO JOINT MOU WITH LOCAL SCHOOL DISTRICTS IN
THE RIO HONDO REGION ADULT EDUCATION CONSORTIUM
Board Resolution No. 051414-1**

Whereas, the Rio Hondo Community College District has provided, continues to provide, and will continue to provide education to the adult student population throughout the District;

Whereas, local school districts, including El Monte Union High School District, El Rancho Unified School District, Whittier Union High School District, Tri Cities ROP District, the Hacienda La Puente Unified School District, Bassett Unified School District, and the Rio Hondo Community College District formed the Rio Hondo Region Adult Consortium in October 2013;

Whereas, the Consortium will lead to aligned curricula of education opportunities for our community's adult population;

Whereas these school districts that formed the Consortium have a rich history of offering outstanding adult education classes and programs to the residents of our community;

Whereas, the Consortium applied for and was allocated roughly \$272,000 in planning grant funds in early March 2014 to be spent during the March 2014 through June 2015 planning period;

Whereas this planning period will help the Consortium prepare for the implementation period which will take place during the 2015-16 year;

Whereas, the state is committed to providing \$500 million for Adult Education in fiscal year 2015-16;

NOW, THEREFORE, the Board of Trustees of the Rio Hondo Community College District hereby resolves as follows:

that the Board of Trustees hereby authorizes the Superintendent/President to enter into a joint MOU (Memorandum of Understanding) with the other school districts in the Consortium;

that the Board of Trustees hereby authorizes the Superintendent/President to sign all documents necessary and direct staff to attend all meetings necessary;

that lead staff share this resolution with the other partner school districts in the Rio Hondo Region Adult Education Consortium, the Chancellor's Office, statewide organizations, and with the offices of state legislators whose districts overlap with the Rio Hondo Community College District.

ADOPTED this 14th day of May, 2014

**President of the Board of Trustees
Rio Hondo Community College District**

**RIO HONDO COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
Regular Meeting, May 14, 2014, 6:00 p.m.
AGENDA**

II. CONSENT AGENDA

A. FINANCE AND BUSINESS

**24. Geotechnical and Testing Services – Replacement Retaining Wall
Project Bid #2027 – AMEC (formerly Mactec)**

At the regular meeting on January 12, 2005, the Board of Trustees authorized the Rio Hondo College Administration to negotiate a contract with AMEC (formerly Mactec) as lead geotechnical consultant. AMEC has provided consistent reliable geotechnical consultation services.

AMEC also provides testing services, which 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.

Additional geotechnical and testing services are now required for the Retaining Wall Replacement Project Bid #2027. Del Terra Program Management has received proposals from two companies: AMEC and Twining, Inc. providing both services. AMEC provided the most responsive proposal in an amount not to exceed of \$85,509.00.

RECOMMENDATION: That the Board of Trustees approve the proposal from AMEC in an amount not to exceed \$85,509.00 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. Caroline Carroll, and carried, that the Consent Agenda with the following revisions:

None be

X Accepted and approved - Action No. 50

Not approved

Delayed for further study

Yes No

Vote: 5 0

Student Trustee Advisory Vote: 1 0

**RIO HONDO COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
Regular Meeting, May 14, 2014, 6:00 p.m.
AGENDA**

II. CONSENT AGENDA

A. FINANCE AND BUSINESS

25. Testing and Inspection Services – Fitness Center Mechanical Upgrade Project Bid #2030- AMEC (formerly Mactec)

The existing Fitness Center Building is in the process of being modernized with new HVAC units, ducting, acoustical ceilings, and energy efficient lighting.

The Division of the State Architect (DSA) requires 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.

The College has received a proposal from AMEC to provide Testing and Material Inspection Services for the Fitness Center Mechanical Upgrade Project Bid #2030 in an amount not to exceed of \$21,476.00.

RECOMMENDATION: That the Board of Trustees approve the proposal from AMEC in an amount not to exceed \$21,476.00 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. Caroline Carroll, and carried, that the Consent Agenda with the following revisions:

None be

X Accepted and approved - Action No. 50

Not approved

Yes No

Delayed for further study

Vote: 5 0

Student Trustee Advisory Vote: 1 0

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

Regular Meeting, May 14, 2014, 6:00 p.m.

II. CONSENT AGENDA

A. FINANCE AND BUSINESS

26. Continuing Education

- a. Quayum Abdul – To instruct Soap Making/Candle Making. Students will create different kinds of soaps/candles for personal satisfaction or as a business. The use of molds, layering of colors and adding herbs and fragrances will be discussed. Dates of service: July 1, 2014 – June 30, 2015. Payment will be split 60% to Rio Hondo College and 40% to the consultant.
- b. Advance Tutoring – To instruct Math, Reading, Writing, Public speaking for Kids College. Students will gain knowledge in the subject matter. Classes will help strengthen skills through reinforcement and repetition. Dates of service: July 1, 2014 – June 30, 2015. Payment will be split 60% to Rio Hondo College and 40% to the consultant.
- c. Buy My Lift Equipment Company LLC – To instruct Forklift Training and Operator Certification. This five (5) hour course provides students with safety and fundamentals in forklift operations and maintenance. Training includes industrial safety, the uses and purposes of various types of material handling equipment, such as: gas and electric forklifts, electric stand-up reach forklifts, order selectors and electric pallet jacks. Dates of service: July 1, 2014 – June 30, 2015. Payment will be split 60% to Rio Hondo College and 40% to the consultant.
- d. Miyoki Chan – To instruct students in conversational Cantonese. Students will learn basic greetings, questions, introductions, vocabularies and simple phrases. The class will go over simple verbs, slang, and traveling tips for visiting China. To instruct students in conversational Mandarin – Students will learn the Pin Yin system, basic greetings, questions, introductions, vocabularies and simple phrases. The class will go over simple grammar usage, verbs, slang, and traveling tips. Dates of service: July 1, 2014 – June 30, 2015. Payment will be split 60% to Rio Hondo College and 40% to the consultant.
- e. EZA Studios Inc. – To instruct How to Make a Living as an Artist. This workshop is designed for new or experienced artists who wish to earn a living with their talents. Class topics will open your eyes to the massive variety of art fields available; what steps are needed to prepare for them; successful business and marketing tips that can be immediately applied to generate income. Dates of service: July 1, 2014 – June 30, 2015. Payment will be split 60% to Rio Hondo College and 40% to the consultant.
- f. Craig Fucile – To instruct a Digital Photography Course. Students will learn how to get accurate focus, set white balance, adjust exposure, change ISO, sharpness control, f-stops, megapixels, ipeg and raw files. Dates of service: July 1, 2014 – June 30, 2015.

Payment will be split 60% to Rio Hondo College and 40% to consultant.

- g. **Amber Galvez – To instruct Introductory Swim Courses for children 6 months to 6 years old. Dates of service will be May 15, 2014 – June 30, 2014. Payment will be split 60% to Rio Hondo College and 40% to the consultant.**
- h. **Grandma Gillie's Greetings – To instruct the Business of Bartending – a professional Bartending Course. The course is designed for those who want to work as a bartender right away without investing a lot of time or money. This class will provide a thorough understanding in how the bar business works and teach a common sense approach to bartending that is crucial to being a valued employee. Dates of service: July 1, 2014 – June 30, 2015. Payment will be split 60% to Rio Hondo College and 40% to the consultant.**
- i. **Hollywood Film Institute – This is a two (2) day film school. This class is an intensive film making crash course to teach students how to write, produce and direct an independent feature film. Dates of service: July 1, 2014 – June 30, 2015. Payment will be split 60% to Rio Hondo College and 40% to the consultant.**
- j. **Marshall Reddick Realty – To present Community Service Workshops on topics such as: How to make a real estate investment, profiting from fixer uppers, making a fortune on distressed properties, How to turn \$6,000 into millions, and women related real estate investment courses. Dates of service: July 1, 2014 – June 30, 2015. Payment will be split 60% to Rio Hondo College and 40% to the consultant.**
- k. **Tereza Medina – To instruct Jewelry Design. This class will present the basic stringing techniques needed for creating bead jewelry. Students will learn about tools, findings, and stringing materials. Dates of service: July 1, 2014 – June 30, 2015. Payment will be split 60% to Rio Hondo College and 40% to the consultant.**
- l. **Sameria Mikhael – To instruct Eyebrow Threading Essentials. Students will learn how to remove hair using a thread. Students will also learn how to remove facial hair and shape eyebrows using a technique that requires nothing more than a thread. Dates of service: July 1, 2014 – June 30, 2015. Payment will be split 60% to Rio Hondo College and 40% to the consultant.**
- m. **Tonie Mills – To instruct Sewing Classes. This class starts with buying sewing supplies and ends with the finishing touches on a garment. This class will help students get comfortable with a sewing machine or to help expand sewing skills. Dates of service: July 1, 2014 – June 30, 2015. Payment will be split 60% to Rio Hondo College and 40% to the consultant.**
- n. **Notary Public Seminars, Inc. – To instruct Real Estate Courses and to present Community Service Workshops on Real Estate related topics such as: How to Become a Notary, Notary Renewal, Becoming a Loan Signing Agent, and related workshops.**

Dates of service: July 1, 2014 – June 30, 2015. Payment will be split 60% to Rio Hondo College and 40% to the consultant.

- o. Caron Ory – To instruct How to Start Up a Homemade Food Business. With the newly approved California Homemade Food Act (AB1616) entrepreneurs may use their home kitchens to launch a small food business. This step by step course provides detailed information about all “ingredients” necessary to launch and operate a fun and profitable home-made food business. Dates of service: July 1, 2014 – June 30, 2015. Payment will be split 60% to Rio Hondo College and 40\$ to the consultant.
- p. Johnny Pak – To instruct Social Security Secrets. Filing for social security benefits can be stressful. The average retiree leaves thousands of dollars “on the table” simply because they don’t understand how to optimize their social security benefits. This informative and easy to understand course explores ways to maximize benefits. Dates of service: July 1, 2014 – June 30, 2015. Payment will be 60% to Rio Hondo College and 40% to the consultant.
- q. Round, Miller & Associates – To instruct Business Related Courses. To provide continuing education courses such as: Build Your Own Business Website and Save \$, Six Figure Speaking, Self-Publishing and Coaching, How to Protect and Sell Your Own Inventions, How to Eliminate Clutter in Your Life and Get Organized, Consulting and additional Training Workshops. Dates of service: July 1, 2014 – June 30, 2015. Payment will be split 60% to Rio Hondo College and 40% to the consultant.
- r. Carolyn Simon – To instruct Color Analysis with an Emphasis on Makeup Application. Students will attend this class and learn the phenomenal power of color and what would work best on them. Dates of service: July 1, 2014 – June 30, 2015. Payment will be split 60% to Rio Hondo College and 40% to the consultant.
- s. Carolyn Simon – To instruct Look Younger and Better: Secrets of a Hollywood Makeup Artist. Learn the secrets to a more beautiful appearance. You will discover how makeup artistry can transform your appearance to fabulous. Dates of service: July 1, 2014 – June 30, 2015. Payment will be split 60% to Rio Hondo College and 40% to the consultant.
- t. Carolyn Simon – To instruct Makeup Artistry Certification. Students will learn through live demonstrations and hands-on experience, to discover the professional secrets to beautiful make up applications. You will develop improved skills and greater confidence in working with clients or just on yourself. Dates of service: July 1, 2014 – June 30, 2015. Payment will be split 60% to Rio Hondo College and 40% to the consultant.

- u. Carolyn Simon – To instruct Makeup Artistry for Professional Photography. Students will learn how to apply make up and take brilliant photo shots. Dates of service: July 1, 2014 – June 30, 2015. Payment will be split 60% to Rio Hondo College and 40% to the consultant.
- v. Ryan Solis – To instruct Introductory Swim Courses for children 6 months to 6 years old. Dates of service will be May 15, 2014 – June 30, 2015. Payment will be split 60% to Rio Hondo College and 40% to the consultant.
- w. Trust Auto Sales – To instruct how to make \$3K - \$8K 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 step-by-step guide on how to get a DMV auto dealer license and operate a profitable used car business! You will learn how and where to buy at wholesale prices and sell at retail for very good profits. A free list of all the dealer only auctions in the USA will be given. This is a DMV approved course. Dates of service: July 1, 2014 – June 30, 2015. Payment will be split 60% to Rio Hondo College and 40% to the consultant.
- x. Akemi Welsh – To instruct Hula for fitness & Tahitian Drumming. Students will learn the exotic dances of the Hawaiian Islands. This low impact dance is great for adults of all ages. This is a great way to stay active by learning the meaning behind those graceful hand gestures and moves to music of the islands. Dates of service: July 1, 2014 – June 30, 2015. Payment will be split 60% to Rio Hondo College and 40% to the consultant.
- y. MSNOC, Inc. – To instruct Science Camps for Children, workshops on robots, space, biology, NASA, solar and more. Dates of service: July 1, 2014 – June 30, 2015. Payment will be split 50% to Rio Hondo College and 50% 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. Caroline Carroll, and carried, that the Consent Agenda with the following revisions:

None be

X Accepted and approved - Action No. 50

 Not approved

Yes No

 Delayed for further study

Vote: 5 0

Student Trustee Advisory Vote: 1 0

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

Regular Meeting, May 14, 2014, 6:00 p.m.

II. CONSENT AGENDA

A. FINANCE & BUSINESS

27. Consultants

- a. **Maria Dolores Alvidrez – To present/facilitate/plan Foster/Kinship Care Education (FKCE) workshops/classes on topics such as D-Rate Pre-Service Trainings; F-Rate Pre-Service Trainings; Kinship Orientation; Diversity; Peer Pressure; Self-Esteem; and other topics related in Foster Care and Parenting. Dates of service: May 15, 2014 – June 30, 2014. Payment not to exceed \$1,500.00 from Foster Kinship/Care Education FKCE Grant.**
- b. **Christina Maria Auer-Arriaga – To instruct planning, preparation and instruction of mental wellness trainings, servicing foster youth/students through the California Community College Student Mental Health (CC SMHP) from Transition Aged Foster Youth (TAFY) Project. Dates of service: May 15, 2014 – June 30, 2014. Payment not to exceed \$400.00 from TAFY Grant.**
- c. **Deborah Patrice Brown – To present Foster/Kinship Care Education (FKCE) classes on topics such as True Colors/True Parenting; Communication Issues; other topics related to Foster Care and Parenting. Dates of service: May 15, 2014 – June 30, 2014. Payment not to exceed \$400.00 from Foster Kinship Care Education FKCE Grant.**
- d. **Scott Burke – To conduct a Task Alignment Workshop: Automotive, Energy/Utilities, Architecture/Engineering, and Health. Dates of service: June 9, 2014 – June 10, 2014. Payment not to exceed \$15,000.00. \$8,000.00 from Workforce Innovation Partnership Grant (WIP #3) and \$7,000.00 from Deputy Sector Navigator – Energy Efficiency and Sustainability (DSN) Grant.**
- e. **Alfonso Bustamante – To present a workshop on positive parenting to our single parent CARE students. Date of service: May 16, 2014. Payment not to exceed \$600.00 from CARE Grant.**
- f. **Debra J. Corson – To present two (2) sessions to faculty, Session 1: Designing Learning – Centered Instruction, Session 2: Elevating Rigor in your Classroom. Dates of service: June 3 & 4, 2014. Payment not to exceed \$4,200.00 from Title V Grant.**
- g. **Lori Switanowski – To present/train Foster/Kinship Care Education (FKCE) workshops/classes/trainings on topics such as Communication with Teens; Effects of Fetal Alcohol; the Parent Project; Working with Birth Parents and Visitation Issues; Attachment Parenting; and other topics related in Foster Care and Parenting. Dates of service: May 15, 2014 – June 30, 2014. Payment not to exceed \$1,500.00 from Foster Kinship Care Education FKCE Grant.**

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. Caroline Carroll,
and carried, that the Consent Agenda with the following revisions:

None be

X Accepted and approved - Action No. 50

 Not approved

Yes

No

 Delayed for further study

Vote:

5

0

Student Trustee Advisory Vote:

1

0

**RIO HONDO COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
Regular Meeting, May 14, 2014, 6:00 p.m.
AGENDA**

II. CONSENT AGENDA

B. PERSONNEL

The following recommendations are submitted within budget allocations:

1. Academic

a. Employment

Hourly as Needed, Spring 2014

Student Success & Retention (Basic Skills)

BEAN, Michelle,

Special Assignments, Spring 2014

The following instructor will be paid a stipend of \$1,000, paid out of Staff Development/FLEX funds, for the on-going upkeep and support of the FLEX reporter system:

KOUTROULIS, Matt, Physical Science

The following instructor will be paid a \$200 stipend, paid out of Title V grant, for participating in two instructional technology workshops and infusing at least two instructional technology enhancements in her courses to improve student success:

LIU, Jeannie, Business

The following instructor will be paid a \$200 stipend, paid out of Title V grant, for presenting a collegial instructional development workshop on "Helping Students Understand Course Texts":

BELL, Sharon, Communications & Languages

Summer Assignments, 2014

See attached list

Part time, Summer 2014

Behavioral & Social Sciences

KAVARI, Jacob

MELTON, Jamahl
STANTON, Jordan

Math & Sciences

ESQUIVEL, Raymundo

Hourly as Needed, Summer 2014

Business

RIOS, Rodolfo

Cal WORKSDAZA, Igor
VALLEJO, Olivia

HERNANDEZ-GARCIA, Nellie

Career & Technical EducationDIGHERA, Michael
FRALA, John
LINDY, David
MARTINEZ, Maria L.
MOSELY, Kimberly
TOMEIO, Joe
VERSACE, EmilyDORNEAN, Marius
HERZFELD, Shari
LOUIE, John
MORTON, William
ROMO, Claudia
TOMORY, Steve
VU, IreneChild Development Center

MOE, Sondra

Communications and Languages

CHANDLER, Jim

Counseling & Student Success

FERNANDEZ, Jennifer

Educational Partnerships

DE LEON, Maribel

EOPSCLARK, Dennyse
O'BRIEN, KatieGARCIA, Yvette
RERYES, Dianna
RODRIGUEZ, JoseEvening/Week-end College

HEMENWAY, Karl

HOVSEPIAN, Viken

Kinesiology, Dance & AthleticsAKIYAMA, Kevin
ARAGUNDI, Karl
BURROUGHS, Sally
DYE, Danna
HEMENWAY, Steve
HERRERA, Rene
LOPEZ, Rachel
NELSON, Bruce
SENK, Jodi
TANAKA, Jennifer
UNGER, KarenALCALA, Christine
BRENES, Orlando
CARTAGENA, Alyson
ESKO, Teddi
HENNIGAN, John
LIM, Todd
LOWE, Richard
PUDELKO, Kathy
SIARA, Robin
TELLEZ, Mike
URQUIDI, Bianca
WATKINS, Priscilla

Library

BABOU, Robin
BIDWELL, Jennifer
ELLIS, Sally
OLDHAM, Carolyn
SEVILLA-MARZONA, Judy

BEELEER, Gabriel
BOURGAIZE, Karen
ENRIGHT, Adele
REEVE, Mellanie
SINGH, Bindiya
WELLS, Stephanie

Math & Sciences

KATNIK, Steve

SPIELER-PERSAD, Gisela

Public Safety

NORIEGA, Jennette

Staff Development

O'BRIEN, Katie

Student Health Office

ACUNA, Sylvia
SAKAMOTO, Rose
SMITH, Anza

CAMERON, Joan
SANCHEZ, Denna
WU, Viraseni

Student Success & Retention (Basic Skills)

O'BRIEN, Katie

Summer Bridge Program, 2014

BEAN, Michelle
MATA, Moises

GUZMAN, Sergio
MARKOSSIAN, Marina
PITASSI, Matt

Hourly as Needed 2014-2015Behavioral & Social Sciences

MARTINEZ, Angelica

Counseling & Student Success

CAMACHO, Tammy
HART, Jeremy
MAFFRIS, Nancy

CASTRO, Rigoberto
JACKSON, Connie
NORIEGA, Jennette

Evening/Week-end College

ARAGUNDI, Karl (substitute)

HERRERA, Rene (substitute)

b. Retirement

STEIN, Richard, full time instructor in Career Technical Education. His last day of employment was March 22, 2014, with his first day of retirement being March 23, 2014

2. Management and Confidential

a. Wage Reclassification

On November 18, 2013, the Board approved the transfer of additional duties to the Dean of Career and Technical Education. A recommendation is made to change the official job title to Dean of Career and Technical Education/Instructional Operations as well as a salary range to a 57 to reflect the additional duties

b. Resignation

CORIA, Elizabeth, Director of Financial Aid & Veterans Services, has revised her last day of employment to May 9, 2014

3. Classified

a. Employment, Regular Classified 2013-2014

CHAVEZ-HAYMAN, April, P.E. & Athletic Equipment Attendant, Women's Locker Room, Kinesiology, Dance & Athletics, 45%, 8 months, effective May 5, 2014

GARCIA, Laura, Student Services Assistant, Transfer Center, 100%, 12 months, effective May 1, 2014

KOMOLAFE, Sam, P.E. & Athletic Equipment Attendant, Men's Locker Room, Kinesiology, Dance & Athletics, 45%, 8 months, effective May 1, 2014

The following employee is being hired in the designated capacity with dedicated funding through June 30, 2014. If continued funding should not be available, 60-day notice shall be served:

SLAVICH, Patricia, Clerk Typist III, 45%, 11 months, Math & Sciences/SSS STEM Grant, effective April 24, 2014

Substitute

ALEMAN, Monica, Secretary, Government & Community Relations, effective May 1, 2014

GUERRERO, Alejandro, Account Clerk III, Public Safety, effective April 4, 2014

Short term

RODRIGUEZ, Jovan, Clerk Typist III, Student Affairs, ending date September 30, 2014 (paid out of Student Mental Health grant)

b. Resignation

IGNACIO, Clifford, Library/Media Clerk, Library. His last day of employment was April 12, 2014

c. Increase in Assignment

BELMAL, Erik, Educational Advisor in Mathematics from 47.5% to 75% effective July 1, 2014

4. Unrepresented (AP 7130), 2013-2014 & 2014-2015

a. Employment

Hourly

FLORES, Carlos, RTO, Public Safety
REYES, Osvaldo, Tutor II (MSC)

HERRERA, Rene, Coaching Spec.,
Kinesiology, Dance & Athletics

Volunteers

GUTIERREZ, Armando, Kinesiology, Dance & Athletics

b. Deletion of Student Ambassador Classification on AP 7130

On November 14, 2012, the Board approved the wage classification of Student Ambassadors under AP 7130, to provide peer to peer support payable from the Student Mental Health Grant. Funds are no longer available to pay for Student Ambassadors and therefore the Student Ambassador classification should be removed from this procedure effective May 31, 2014.

5. Declaration of Indefinite Salaries for Retroactive Pay for 2014-2015 for Managers, Faculty, Confidentials, 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 2014-15 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 2014-15.

In order for the Faculty, Administrators, Confidentials, and Classified employees to be allowed to receive retroactive pay for 2013-14, the following action must be taken by the Board:

As a result of financial uncertainties, negotiations, legislation and other factors, the governing Board hereby declares that all Faculty, Administrators, Confidentials, and Classified employee salaries are declared indefinite for 2014-15.

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. Caroline Carroll,
and carried, that the Consent Agenda with the following revisions:

None be

X Accepted and approved - Action No. 50

 Not approved

 Delayed for further study

Yes No

Vote: 5 0

Student Trustee Advisory Vote: 1 0

NAME -----	COURSE -----	% OF LOAD -----	SALARY -----
ARTS & CULTURAL PROGRAMS			
ACCARDO, FRANK S.	MUS 135	20.00	5,153.04
ACUNA-HANSEN, CHRIS	190 PHOTO 191 PHOTO	35.00	9,899.71
KORF, WILLIAM M	THTR 171	36.67	11,297.69
LEWIS, CYNTHIA L.	ART 105	20.00	4,990.14
LYNCH, SHEILA P.	ART 106	20.00	5,998.92
MOSHIER, STEVEN A.	MUS 101	20.00	5,836.02
BEHAVIORAL AND SOCIAL SCIENCES			
BACA, JOSE MANUEL	POLS 110 (2)	40.00	12,681.00
DIXON, SCOTT	PHIL 101 (2)	40.00	11,020.80
DURAN, JOSE J.	HIST 101 HIST 102	40.00	10,306.08

NAME -----	COURSE -----	OF LOAD -----	SALARY -----
GONZALEZ, HECTOR G.	HUM 110 HUM 125	40.00	10,988.16
JAVANMARD, MIKE	ECON 101 (2)	40.00	11,346.24
JUAREZ, MELISSA R.	SOC 101 (2) SOC 114 (2)	60.00	17,508.06
KEPNER, PATRICIA	CD 110 CD 111	40.00	10,306.08
MIKALSON, BARBARA G.	ECON 102 (2)	40.00	11,703.60
PFEIFFER, JILL E.	ANTH 125	20.00	5,673.12
PILATI, MICHELLE L.	PSY 112 (2)	40.00	12,029.40
PRESTON, THEODORE M	PHIL 120	20.00	5,526.12
SIGALA, CAROL ANN	CD 106 (2) CD 102 CD 226	60.00	19,021.50
SMITH, KEVIN R.	PSY 101 (3)	60.00	15,116.04

NAME -----	COURSE -----	% OF LOAD -----	SALARY -----
VALDIVIA, IRMA	HIST 143 (2) HIST 142	60.00	16,531.20
WETSMAN, ADAM F.	ANTH 101 (3) ANTH 102	60.00	18,044.10
YOUNG, COLIN B.	POLS 110 (2)	40.00	10,045.80
BIOLOGY			
BETHEL, ROBERT	BIOL 101 (2)	35.00	10,213.03
KATNIK, STEPHEN E	BIOL 120L BIOL 120 (2) HOURLY	55.00	15,556.69
RIBAYA, JERONIMO P.	BIOL 125 (2)	50.00	12,596.70
SPENCER, SHELLY	BIOL 226	35.00	8,732.74
BUSINESS			
BLACKMUN, EUGENE C	MGMT 101 BUSL 110 (2)	60.00	14,970.42
HUANG, JULIE	MGMT 140	20.00	5,851.80

NAME -----	COURSE -----	OF LOAD -----	SALARY -----
LIU, JEANNIE	ACCT 102 ACCT 101	53.34	12,095.75

RIOS, RODOLFO	CIT 101 (2)	40.00	8,745.12
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WHITFORD, JON R.	CIT 152	20.00	6,014.70
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CAREER TECHNICAL EDUCATION

DIGHERA, MICHAEL	AUTO 102	23.81	5,940.76
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DORNEAN, MARIUS A	HEM 042	17.14	3,844.72
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HALVORSON, GARY A.	ENGT 101	30.95	9,031.24
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LINDY, DAVID A.	AET 074	23.81	5,746.90
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ROBERTS, WARREN S.	GIS 120	34.29	8,834.88
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SUNYOGH, JOSEPH J	ENGT 150	34.29	10,564.44
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COMMUNICATIONS & LANGUAGES

NAME ----	COURSE -----	% OF LOAD -----	SALARY -----
ACEVEDO, LISETTE R	SPCH 101	20.00	4,990.14
BEAN, MICHELLE V.	ENGL 101 (3)	60.00	15,068.70
BELL, SHARON D.	READ 022 READ 022L	27.50	8,046.22
BOWEN, JAMES CHRISTOPHER	FR 101	29.76	7,667.72
CURIEL, LIBBY	SPCH 101 (2)	40.00	9,036.24
DE LOS SANTOS, BLANCA M.	SPAN 101 (2)	59.52	17,367.99
ECKSTROM, MARIE G.	READ 023	20.00	5,836.02
FERNANDEZ, JUAN R.	ENGL 035 ENGL 101	40.00	9,330.96
FRANCIS, JOHN S	JOUR 242 JOUR 290 (2) JOUR 244 JOUR 230 JOUR 231	60.00	17,459.64
GARCIA, ALONSO	ENGL 035W ENGL 035 ENGL 101	55.00	12,917.35

NAME -----	COURSE -----	% OF LOAD -----	SALARY -----
ISAAC, LILY	ENGL 101 (2) ENGL 201	60.00	18,044.10
KAMDIBE, MUATA	ENGL 030W ENGL 030 ENGL 035 ENGL 035W	55.00	16,049.05
KOELLE, STEPHEN R	READ 023 (2)	40.00	10,988.16
LLERENA, LYDIA	SPAN 102 (2)	59.52	15,335.44
MATTHIS, JAMES P.	ENGL 101 (2)	40.00	11,997.84
OKAMOTO, TYLER G.	ENGL 101	27.50	6,191.04
OSMAN, DANIEL S.	ENGL 101	27.50	7,129.23
PUGA, GILBERT	SPCH 101 (2)	40.00	10,306.08
RHODES, ANGELA	ENGL 201 (2) ENGL 101	60.00	14,970.42
SFEIR, LORRAINE	ENGL 201 (2)	55.00	13,722.88

NAME ----	COURSE -----	% OF LOAD -----	SALARY -----
SLONIGER, WELLS C.	READ 022 READ 022L	27.50	8,024.52
VAZQUEZ, DANA M.	ENGL 030W LIT 147 ENGL 101 LIT 102	60.00	17,508.06
VELAZQUEZ, RALPH G.	ENGL 030 ENGL 101	40.00	9,980.28
ZARO, MARIANO	SPAN 101 SPAN 130	48.51	13,403.60

COUNSELING & STUDENT DEVP.

GUZMAN, SERGIO A.	COUN 151 HOURLY COUNSELOR	20.00	5,184.90
RIVERA, MARY E	COUN 101 (2) HOURLY COUNSELOR	40.00	12,323.64
SAUCEDA, HENRY R	COUN 101 HOURLY COUNSELOR	20.00	5,819.88
TORRES GIL, BELEN M	COUN 151 HRLY COUNSELOR	20.00	6,161.82

EOPS

CLARK, MARY D.	COUN 100 6-24 TO 6-28 HOURLY COUNSELOR	10.00	2,665.59
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NAME ----	COURSE -----	% OF LOAD -----	SALARY -----
RODRIGUEZ, JOSE	COUN 151 HOURLY COUNSELOR	20.00	5,494.08

HEALTH SCIENCE AND NURSING

LOPEZ, KATHERINE B.	ADN 151 6-9 TO 8-1	30.00	7,534.35
LUNA, PATRICIA A.	HS 052 HS 050 6-9 TO 8-1 GRANT HRLY AS NEEDED	32.59	9,244.34

HEALTH SCIENCES AND NURSING

BIESEMEYER, GAIL M.	ADN 151 (2) 6-9 TO 8-1	28.33	8,266.72
BOYD, PAM W.	ADN 151 6-9 TO 7-3	15.00	4,377.01
FERRARI, SHELLY A.	HS 045 6-9 TO 7-3	6.67	1,783.37
MODYMAN, GAIL R.	ADN 151 6-9 TO 8-1	30.00	8,754.03

KINESIOLOGY, DANCE & ATHLETICS

AYALA, ARMANDO J	PETH 193 PETH 196	40.00	12,323.64
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NAME	COURSE	% OF LOAD	SALARY
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CARTAGENA, ALYSON J.	DANC 114	34.29	9,168.18
	DANC 199		

HINZE, MICHAEL	PE 117	28.58	7,363.69
	PE 147		

JOHNSON, STEVE	PE 105	28.58	6,666.97
	PE 147		

SENK, JODI M.	PE 139	34.29	9,726.56
	PETH 122		

MATHEMATICS

ARCHAMBAULT, ALAN K.	MATH 190	60.00	15,068.70
	MATH 030		

BOTELLO, ROBERT	MATH 030	60.00	17,508.06
	MATH 070		

BRONKAR, RYAN T.	MATH 050	60.00	15,459.12
	MATH 175		

ENGLISH, CAMERON B.	MATH 030	60.00	17,019.36
	MATH 050		

HEMENWAY, ELAINE C.	MATH 020 ABC, 030 ABCD	45.70	11,774.69
	MATH 050 ABCD		
	MATH 070 ABCD		
	HRLY COORD MSC		

LA TURNO, JAN	MATH 050 CD MATH 70 CD	46.66	13,995.48
	MATH 30 CD		

NAME -----	COURSE -----	% OF LOAD -----	SALARY -----
LITTRELL, MARK	MATH 070 MATH 130	60.00	17,508.06

MAYER, KRYSIA M.	MATH 070	33.33	8,884.41
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MILLER, GREG M.	MATH 180 MATH 130	53.34	12,095.75
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VU, NGUYEN P.	MATH 050	33.33	9,155.88
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WANG, GEORGE G.	MRC HOURLY	45.70	13,335.30
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PHYSICAL SCIENCE

FORREST, MICHAEL R.	GEOL 150 GEOL 151	35.00	10,525.72
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KOUTROULIS, MATHEW R.	CHEM 120	41.67	11,819.94
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MINDES, AIMEE R.	GEOG 101 GEOG 101L GEOG 102	55.00	15,601.08
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PRIEST, VANN	PHY 120	35.00	10,525.72
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PUBLIC SAFETY

NAME -----	COURSE -----	% OF LOAD -----	SALARY -----
BALCH, DAVID E	AJ 041 CORR 101 (2)	60.00	19,021.50
COFFMAN, DANIEL P.	FTEC 102 FTEC 103 FTEC 101	60.00	17,508.06
FELICIANO, ROBERT	AJ 101 AJ 104	40.00	11,672.04
KIMBER, GEORGE H.	AJ 106	20.00	5,836.02
MITCHELL, CARLEY D.	AJ 102 (2) AJ 107	60.00	17,996.76
NEWMAN, JAMES E.	AJ 101 AJ 105 AJ 275	60.00	17,996.76
RICKMAN, TRACY	EMT 093 FTEC 044 FTEC 121	31.43	9,171.30
WALLACE, GERALD L	FTEC 104 FTEC 106 FTEC 105	60.00	13,947.30

NAME -----	COURSE -----	% OF LOAD -----	SALARY -----
ARTS & CULTURAL PROGRAMS			
FARMER, KERRY W.	THTR 150 THTR 151 THTR 152	40.01	9,333.29
LEWIS, NICOLE B.	ART 140 ART 141 ART 242	36.67	7,718.74
NETZER, JEFFREY B.	ART 140	33.33	7,259.57
BEHAVIORAL AND SOCIAL SCIENCES			
BARMAN, KEVIN	SOC 101	20.00	4,192.50
BECK, KAREN S.	PSY 101	20.00	4,518.12
BROUSSEAU, BETH L.	CD 224	20.00	4,339.86
DE DIOS, ANGELA M	PSY 101	20.00	3,722.34
GARCIA, SANTIAGO A	HUM 125	20.00	3,543.30
GOVEA, MELISSA N.	SOC 101	20.00	3,202.20

NAME -----	COURSE -----	% OF LOAD -----	SALARY -----
HALL, DAVID R.	HIST 144	20.00	4,875.90
HOWARD, GROVER A	POLS 110	20.00	6,340.50
KAISER, DEBRA	PSY 101	20.00	4,502.58
KARMIRYAN, RUZANNA	SOC 101	20.00	5,673.12
LATSON, JACK W.	HIST 101	20.00	5,347.44
MAGGINETTI, JACLYN	ANTH 101	20.00	3,202.20
MEDINA, CECILIA	CD 111	20.00	4,990.14
MELTON, JAMAHL	HIST 143	20.00	4,014.24
MILANI, NIKI F.	PSY 101	20.00	5,038.68
MULLIKIN, WANDA C.	HIST 144	20.00	4,860.00

NAME ----	COURSE -----	% OF LOAD -----	SALARY -----
PAKULA, JENNIFER	ECON 101 (2)	40.00	8,028.48
RAMIREZ, ADRIANA	HIST 143	20.00	3,526.80
RAMOS-BERNAL, NATASHA M.	POLS 110	20.00	3,851.58
RODDICK, DANIEL M.	SOC 102	20.00	4,875.90
RODRIGUEZ, DOMINGO A	HUM 111	20.00	5,836.02
ROSS, LISA A	POLS 110	20.00	5,038.68
SHAW, TIMOTHY C	POLS 110	20.00	3,689.64
TSUHAKO, JOY	SOC 101	20.00	3,202.20
WARD, DEBRA S.	CD 110	20.00	4,339.86
WIJENAYAKE, INDRASENA P.	ANTH 101L	15.00	4,022.68

BUSINESS

NAME	COURSE	% OF LOAD	SALARY
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BLADH, ERIC W.	BUSL 110	20.00	5,689.08

CAMERON, JOHN E.	CIT 101	20.00	5,673.12
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FEINOUR, ANDREW	MGMT 290 9 CWE STUDENTS X.80	7.20	1,152.79
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CAREER TECHNICAL EDUCATION

LUNA, JAVIER	AUTO 101	23.81	5,534.75
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REYES, MAURICIO	WELD 040 (2)	41.29	8,589.76
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COMMUNICATIONS & LANGUAGES

ACOSTA-MATA, AILEEN	ENGL 201H	27.50	7,330.37
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AMEEN, JAMES H.	SPCH 101	20.00	4,827.30
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ANDERSON, KENNETH J	ENGL 101 ENGL 201	15.00	3,742.60
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ARAZI, DANA	ASL 149	26.67	5,179.68
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NAME -----	COURSE -----	OF LOAD -----	SALARY -----
ARNOLD, VOIZA O	SPCH 101	20.00	6,177.60
ARRONA, MARTHA	SPAN 101	29.76	7,448.09
BACA, RICHARD	RDIO 104	20.00	3,851.58
CANDIDA, CELESTINE	ENGL 101 ENGL 035W	15.00	3,742.60
DURFIELD, AMBERLY N	ENGL 101 (3)	22.50	4,187.63
FERNANDEZ, RAFAEL G.	SPAN 101	29.76	8,683.99
GALLAGHER, NANCY	ENGL 101	27.50	6,191.04
GALLEGOS, JOSHUA R	SPCH 101	20.00	4,990.14
HATLESTAD-SHEY, ALEXANDRE	SPCH 101	20.00	3,851.58
ISAAC, SAMUEL CHERUVATHOORE	ENGL 201	27.50	8,046.22

NAME -----	COURSE -----	W OF LOAD -----	SALARY -----
JALLOH, KATRINA L.	ENGL 101	7.50	1,322.55
JUCHARTZ, ARLINE F.	READ 023	20.00	5,836.02
KALLER, DOREEN G	READ 101	20.00	6,161.82
KOEHLER, CLAIRE M.	ENGL 101 (2)	15.00	3,742.60
LAI, WENDY S.	SPCH 101	20.00	4,990.14
LEW, SANDRA E.	SPAN 101	29.76	6,748.58
MARKOSSIAN, MARINA	ENGL 101	27.50	4,403.02
OLIVAS, SALLY	ENGL 101	27.50	6,906.48
RIPLEY, WILLIAM R	SPAN 101	29.76	7,474.07
ROLDAN, PABLO	SPAN 101	29.76	7,425.32

NAME -----	COURSE -----	OF LOAD -----	SALARY -----
TOVMASIAN, GRANT	SPCH 140 SPCH 240	21.67	3,662.66

VANCE, HOLLY L.	ENGL 101 ENGL 201	35.00	8,447.77
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WOUDENBERG, MARY KAY	SPCH 101	20.00	5,363.58
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ENVIRONMENTAL TECHNOLOGY

RICARTE, ROMEO E.	ET 251	20.00	4,502.58
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HEALTH SCIENCE AND NURSING

MITCHELL, MARTHA G.	ADN 151 6-17 TO 7-12	15.00	3,401.50
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HEALTH SCIENCES AND NURSING

FIELDS, DARLENE	HS 050 6-9 TO 8-1	33.33	6,121.38
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LAWRENCE, OLGA	HS 052 6-9 TO 7-3	13.33	2,242.15
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MUSSELMAN, BERNARD G.	ADN 151 6-9 TO 7-3	15.00	3,169.21
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NAME -----	COURSE -----	% OF LOAD -----	SALARY -----
STEWART, DEBORAH J.	HS052 6-9 TO 7-3	13.33	2,914.31

TABB, ELIZABETH	HS 050 6-9 TO 8-1	33.33	6,662.53
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KINESIOLOGY, DANCE & ATHLETICS

BRENES, ORLANDO	PE 147	14.29	3,681.84
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ESKO, TEDDI R.	PE 147	14.29	3,460.85
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LOPEZ, RACHEL A.	PE 136	14.29	3,007.93
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LOWE, RICHARD M.	PE 147	14.29	3,228.19
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MCDOWELL, CAROL L.	PE 158	14.29	3,472.47
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STANKEVITZ, DIANE L.	PE 134	14.29	2,984.56
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TELLEZ, MICHAEL A	PE 147	14.29	3,588.86
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UNGER, KAREN J.	PE 140	14.29	3,692.86
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NAME -----	COURSE -----	% OF LOAD -----	SALARY -----
LIBRARY			
OLDHAM, CAROLYN A.	LIB 101 HOURLY LIBRARIAN	20.00	5,510.40
MATHEMATICS			
DAMMENA, DIMETROS W.	MATH 050	33.33	8,316.06
ESQUIVEL, RAYMUNDO M	MATH 130	26.67	8,216.78
GILL, JACK C.	MATH 030	26.67	6,871.57
GRAHAM, LYNNE C.	MATH 050	33.33	6,961.20
GUTIERREZ, JESUS E	MATH 160	26.67	5,136.08
JOHNSON, JOHNNY J.	MRC	10.28	2,665.03
KHWAJA, ZIAUDDIN	MATH 070	33.33	9,480.85
MALAKAR, SUBHASH	MATH 070	33.33	9,454.25

NAME -----	COURSE -----	% OF LOAD -----	SALARY -----
MANGAHAS, RONALDO H.	MATH 030	26.67	7,130.81
MARTINEZ, JOSE J.	MATH 050	33.33	7,232.37
PHAM, ANN	MATH 050	33.33	6,418.65
RAMIREZ, CLAUDIA C.	MATH 030	26.67	4,270.13
ROMERO HERNANDEZ, ABRAHAM	MATH 070	33.33	5,633.43
SARVI, KAYVON B	MATH 050	33.33	5,336.46
SKORKA, EVAN	MATH 020	20.00	3,202.20
TOWHIDLOW, MARK	MATH 050	33.33	9,752.02
TRINH, THANH T	MATH 130	26.67	4,920.13
PHYSICAL SCIENCE			
CHAUDRY, AMTUL M.	MATH 160	26.67	5,852.09

NAME -----	COURSE -----	% OF LOAD -----	SALARY -----
PUBLIC SAFETY			
ADAUTO, ARNOLD	CORR 104 AJ 101	40.00	9,330.96
DOCHNAHL, TERRIL F	AJ 104	20.00	4,649.10
HADSELL, CLIFFORD W.	FTEC 103	20.00	4,714.02
JOHNSON, MARTIN	FTEC 102	20.00	4,323.54
PETROPULOS, DAN J.	AJ 105	20.00	5,673.12
SMITH, RICHARD J.	CORR 134	20.00	5,347.44
UPDIKE, HAROLD D	WFT 105	20.00	3,835.14
VERDIELL, JESUS EMIR	CORR 106	20.00	4,046.94

**RIO HONDO COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
Regular Meeting, May 14, 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:

MUS 105: Music Theory III

(Art & Cultural Programs)

Degree Applicable; (3 Units)

Justification: This is a degree appropriate course and transferable as an elective.

b. Unit/Hour Change

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

FAC 118: Firefighter I, Basic Fire Academy

Unit Change: FROM: 22 Units TO: 18 Units

Hour Change: FROM: 136 Lecture/783 Lab
TO: 126 Lecture/616 Lab

MUS 140: Beginning Voice I

Unit Change: FROM: 1 Unit TO: 1.5 Units

PAC 071: Public Safety Dispatcher Basic Course

Unit Change: FROM: 1.5 Units TO: 7 Units

Hour Change: FROM: 120 Lecture
TO: 126 Lecture

WFT 077: Wildland Fire Academy

Unit Change: FROM: 13 Units TO: 16 Units

Hour Change: FROM: 162 Lecture/216 Lab
TO: 190 Lecture/297 Lab

c. New Program

The following certificate/degree has been recommended for inclusion in our offerings and catalog:

Certificate of Achievement – Electric/Hybrid Fuel Cell Vehicle Technician
(15 Units)

d. **Program Change**

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

A.S. Degree – Fire Technology

Unit Change: FROM: 24 Units

TO: 24-36 Units

Certificate of Achievement- Fire Technology

Unit Change: FROM: 24 Units

TO: 24-36 Units

A.S. Degree – Welding Technology

Unit Change: FROM: 24 Units

TO: 28-30 Units

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. Caroline Carroll, and carried, that the Consent Agenda with the following revisions:

None be

X Accepted and approved - Action No. 50

Not approved

Yes

No

Delayed for further study

Vote:

5

0

Student Trustee Advisory Vote:

1

0

**RIO HONDO COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
Regular Meeting, May 14, 2014, 6:00 p.m.
AGENDA**

III. ACTION ITEM

A. PRESIDENT'S OFFICE

1. Revision of Board Policies 1200, 2710, 3250, 3900, 7700, (First Reading)

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

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

BP 1200	District Vision, Mission, Values Statement
BP 2710	Conflict of Interest
BP 3250	Institutional Planning
BP 3900	Speech, Time, Place and Manner
BP 7700	Whistleblower Protection

RECOMMENDATION: That the Board of Trustees approve Board Policies 1200, 2710, 3250, 3900, and 7700 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.1 with the following revisions:

None be

X Accepted and approved - Action No. 57

 Not approved

 Delayed for further study

Yes No

Vote: 5 0

Student Trustee Advisory Vote: 1 0

DISTRICT VISION, MISSION, VALUES STATEMENT

**BP No.
1200**

Board Adopted: 1/9/02; 11/12/03; 12/12/12

Page 1 of 1

Note: This policy pertaining to "Mission" is required by the Western Association of Schools and Colleges (WASC)/Accrediting Commission of Community and Junior Colleges (ACCJC) accreditation standards.

- I. As stipulated in AB 1725, California Community Colleges are charged with the following broad missions: transfer, vocational education, community services, contract education, and economic development.
- II. Vision – The Vision of the Rio Hondo Community College District is as follows:

"Rio Hondo College strives to be an exemplary California community college, meeting the learning needs of its changing and growing population and developing a state of the art campus to serve future generations" (Board: 6/21/06)
- III. Mission - The Mission of the Rio Hondo Community College District is as follows:

~~"Rio Hondo College is a collaborative center of lifelong learning which provides innovative, challenging, and quality educational offerings for its diverse students and community." (Board: 6/21/06)~~
Rio Hondo College is committed to the success of its diverse students and communities by providing dynamic educational opportunities and resources that lead to associate degrees, certificates, transfer, career and technical pathways, basic skills proficiency, and lifelong learning (Board 11/18/13).

The mission is evaluated and revised on a regular basis.

Note: Institutional mission defines the broad-based educational purposes the district seeks to achieve and the students it intends to serve, as well as the parameters under which programs can be offered and resources allocated.

- IV. Value(s) Statement – The Value(s) of Rio Hondo Community College District is/are as follows:
 - Quality Teaching and Learning
 - Student Access and Success
 - Diversity and Equity
 - Fiscal Responsibility
 - Integrity and Civility
- V. Source/Reference:
WASC/ACCJC Standard 1A

CONFLICT OF INTEREST

BP No. 2710

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

Page 1 of 1

- I. **Members of the Board of Trustees** members shall not have a financial interest ~~be financially interested in~~ any contract made by the Board or in any contract they make in their capacity as Board members.
- II. A Board member shall not be considered to ~~be financially interested~~ have a financial interest in a contract if his or her interest is limited to those interests defined as remote under Government Code Section 1091, or is limited to interests defined by Government Code Section 1091.5.
- III. A Board member who has a remote interest in any contract considered by the Board shall disclose his or her interest during a Board meeting and have the disclosure noted in the official Board minutes. The Board member shall not vote or debate on the matter or attempt to influence any other Board member to enter into the contract.

Board members are encouraged to seek counsel from the District's legal advisor in every case where any question arises.

- IV. A Board member shall not engage in any employment or activity that is inconsistent with, incompatible with, in conflict with, or inimical to his or her duties as an officer of the District. A Board member shall not simultaneously hold two public offices that are incompatible. Upon leaving the Board, former members shall not, for a period of one year, act as an attorney, agents or otherwise represent for compensation others appearing before the Board.
- V. In compliance with law and regulation, the Superintendent/President ~~shall have~~ established administrative procedures to provide for disclosure of assets of income of Board members who may be affected by their official actions, and prevent members from making or participating in the making of Board decisions which may foreseeably have a material effect on their financial interest.
- ~~VI.~~ Board members shall file statements of economic interest with the ~~filing officer~~ Superintendent/President or designee identified by the administrative procedures. ~~(See Conflict of Interest and Disclosure Code, addendum, incorporated as part of this Board Policy, approved by the Board of Supervisors, County of Los Angeles at their meeting held January 8, 2002)~~
- VII. Source/Reference

Government Code Sections 1090, et seq., 1126, 87200, et seq.; Title 2, Sections 18730 et seq.; Former Policy 1001.

INSTITUTIONAL PLANNING

BP No. 3250

Board Adopted: 10/11/95; 2/18/09

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 has 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 planning system shall include plans required by law, including, but not limited to:

- 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***
- *(CCLC)**

The Superintendent / President shall submit **to the Board** those plans for which Board approval is required by Title 5. ~~to the Board.~~

- V. The Superintendent / President shall inform the Board about the status of planning and the various plans.
- 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:
 - Accreditation Standard I.B.
 - Title 5, Sections 51008, 51010, 51027, 53003, 54220, 55080, 55190, 55250, 55510, 56270 et seq.

See Administrative Procedure 3250

SPEECH: TIME, PLACE AND MANNER

BP No. 3900

Board Adopted: 11/21/07; 1/14/09; 12/12/12

Formerly BP 5550

Page 1 of 1

- I. Students, employees, and members of the public shall be free to exercise their rights of free expression, subject to the requirements of this policy.
- II. The District is a non-public forum, except for those areas that are designated public forums available for the exercise of expression by students, employees, and members of the public. The **Superintendent/President** shall enact such administrative procedures as are necessary to reasonably regulate the time, place, and manner of the exercise of free expression in the designated public forums.
- III. The administrative procedures promulgated by the President shall not prohibit the right of students to exercise free expression, including but not limited to the use of bulletin boards, the distribution of printed materials or petitions ~~in those parts of the college designated as areas generally available to students and the community (CCLC)~~, and the wearing of buttons, badges, or other insignia.
- IV. Speech shall be prohibited that is defamatory, obscene according to current legal standards, or which so incites others as to create a clear and present danger of the commission of unlawful acts on District property or the violation of District policies or procedures, or the substantial disruption of the orderly operation of the District.
- V. Nothing in this policy shall prohibit the regulation of hate violence directed at students in a manner that denies their full participation in the educational process (Education Code Section 66301(e)), so long as the regulation conforms to the requirements of the First Amendment to the United States Constitution, and of Section 2 of Article 1 of the California Constitution. Students may be disciplined for harassment, threats, or intimidation, unless such speech is constitutionally protected.
- VI. **Source/References:** Education Code Section 76120 and 66301

WHISTLEBLOWER PROTECTION

BP No. 7700

Board Adopted: 1/14/09

Page 1 of 1

- I. The Superintendent/President shall establish procedures regarding the reporting and investigation of suspected unlawful activities by District employees, and the protection from retaliation of those who make such reports in good faith and/or assist in the investigation of such reports. For the purposes of this policy and any implementing procedures, "unlawful activity" refers to any activity—intentional or negligent—that violates state or federal law, local ordinances, or District policy.
- II. The procedures shall provide that individuals are encouraged to report suspected incidents of unlawful activities without fear of retaliation, that such reports are investigated thoroughly and promptly, remedies are applied for any unlawful practices, and protections are provided to those employees who, in good faith, report these activities and/or assist the District in its investigation.
- III. District employees shall not: (1) retaliate against an employee or applicant for employment who has made a protected disclosure, assisted in an investigation, or refused to obey an illegal order; or (2) directly or indirectly use or attempt to use the official authority or influence of his or her position for the purpose of interfering with the right of an applicant or an employee to make a protected disclosure to the District. The District will not tolerate retaliation and will take whatever action may be needed to prevent and correct activities that violate this policy, including discipline of those who violate it up to and including termination.
- II. Source/Reference
EC 87160-87164; Labor Code Section 1102.5, Government Code Section 53296, Private Attorney General Act of 2004 (Labor Code Section 2698) *Affordable Care Act (29 U.S.C. 218C)(CCLC)*

**RIO HONDO COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
Regular Meeting, May 14, 2014, 6:00 p.m.
AGENDA**

III. ACTION ITEM

A. PRESIDENT'S OFFICE

2. Revision of Board Policies 2735, 3410 (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. The Board approved the following Board Policies for first reading at the April 9, 2014 Board meeting.

It is recommended that these policies be approved for final adoption:

BP 2735	Board Member Travel
BP 3410	Nondiscrimination

RECOMMENDATION: That the Board of Trustees approve Board Policies 2735 and 3410 for final adoption.

Disposition by the Board:

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

None be

X Accepted and approved - Action No. 58

 Not approved

 Delayed for further study

Yes No

Vote: 5 0

Student Trustee Advisory Vote: 1 0

BOARD MEMBER TRAVEL

BP No. 2735

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

Page 1 of 1

- 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

Page 1 of 1

- 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
Regular Meeting, May 14, 2014, 6:00 p.m.
AGENDA**

III. ACTION ITEM

A. PRESIDENT'S OFFICE

3. Resolution Declaring Classified School Employees Week

The third full week of May (18th through 24th) has been designated as Classified School Employee Week in California by the California School Employees Association and the California State Legislature.

To recognize the event locally, CSEA's Rio Hondo College Chapter 477 requests you to adopt the following resolution:

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's 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 recognizes and wishes to honor the contribution of the Classified professionals to quality education in the state of California and in the Rio Hondo Community College District and declares the week of May 18–24, 2014, as Classified School Employee Week in the Rio Hondo Community College District.

RECOMMENDATION: That the Board of Trustees approve the resolution declaring Classified School Employees Week, of May 18-24, 2014.

Disposition by the Board:

It was moved by Ms. MaryAnn Pacheco, seconded by Ms. Vicky Santana, and carried, that Report No. III.A.3 with the following revisions:

None be

X Accepted and approved - Action No. 59

 Not approved

Yes No

 Delayed for further study

Vote: 5 0

Student Trustee Advisory Vote: 1 0

**RIO HONDO COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
AGENDA
Regular Meeting, May 14, 2014, 6:00 p.m.**

IV. INFORMATION ITEMS

1. Accreditation Update

**RIO HONDO COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
AGENDA
Regular Meeting, May 14, 2014, 6:00 p.m.**

IV. INFORMATION ITEMS

2. Revision of Administrative Procedures 2710, 3900, 4100, 4240, 4250, 5520, and 7700

The proposed Administrative Procedures 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.

AP 2710	Conflict of Interest
AP 3900	Speech, Time, Place and Manner
AP 4100	Graduation Requirements
AP 4240	Academic Renewal
AP 4250	Probation
AP 5520	Student Conduct Procedures
AP 7700	Whistleblower Protection

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

CONFLICT OF INTEREST

AP No. 2710

Board Reviewed: 5/17/06; 9/9/09; 12/14/11

Page 1 of 3

Note: It is required that districts have this procedure.**I. Incompatible Activities (Government Code Sections 1126, 1099)**

Members of the Board of Trustees and employees shall not engage in any employment or activity that is inconsistent with, incompatible with, in conflict with, or inimical to the Board member's and employees' duties as officers of the District.

A Board member shall not simultaneously hold two public offices that are incompatible. When two offices are incompatible, a Board member shall be deemed to have forfeited the first office upon acceding to the second.

II. Financial Interest (Government Code Section 1090 et seq.)

Board members and employees shall not ~~be~~ **shall not have a** financial interest in any contract made by the Board or in any contract they make in their capacity as members of the Board or as employees.

A Board member shall not be considered to ~~be~~ **have a** financial interest in a contract if his or her interest meets the definitions contained in applicable law (Government Code Section 1091.5).

A Board member shall not be deemed to ~~have a~~ **be** financial interest in a contract if he or she has only a remote interest in the contract and if the remote interest is disclosed during a Board meeting and noted in the official Board minutes. The affected Board member shall not vote or debate on the matter or attempt to influence any other member of the Board to enter into the contract. Remote interests are specified in Government Code Section 1091(b); they include, but are not limited to, the interest of a parent in the earnings of his or her minor child.

III. No Employment Allowed (Education Code Section 72103(b))

An employee of the District may not be sworn in as an elected or appointed member of the ~~governing board~~ **Board of Trustees** unless and until he or she resigns as an employee. If the employee does not resign, the employment will automatically terminate upon being sworn into office. This provision does not apply to an individual who is usually employed in an occupation other than teaching and who also is, at the time of election to the Board, employed part-time by the District to teach no more than one course per semester or quarter in the subject matter of that individual's occupation (Education Code Section 72103(b)).

IV. Financial Interest in a Decision (Government Code Section 87100 et seq.)

CONFLICT OF INTEREST

AP No. 2710

Board Reviewed: 5/17/06; 9/9/09; 12/14/11

Page 2 of 3

if a Board member or employee determines that he or she has a financial interest in a decision, as described in Government Code Section 87103, this determination shall be disclosed and made part of the Board's official minutes. In the case of an employee, this announcement shall be made in writing and submitted to the Board. A Board member, upon identifying a conflict of interest, or a potential conflict of interest, shall do all of the following prior to consideration of the matter:

1. Publicly identify the financial interest in detail sufficient to be understood by the public;
2. ~~Recuse~~ excuse himself or herself from discussing and voting on the matter;
3. Leave the room until after the discussion, vote, and any other disposition of the matter is concluded unless the matter is placed on the agenda reserved for uncontested matters. A Board member may, however, discuss the issue during the time the general public speaks on the issue.

V. Gifts (Government Code Section 89503)

Board members and any employees who manage public investments shall not accept from any single source in any calendar year any gifts in excess of the prevailing gift limitation specified in law.

Designated employees shall not accept from any single source in any calendar year any gifts in excess of the prevailing gift limitation specified in law if the employee would be required to report the receipt of income or gifts from that source on his/her statement of economic interests.

The above limitations on gifts do not apply to wedding gifts and gifts exchanged between individuals on birthdays, holidays, and other similar occasions, provided that the gifts exchanged are not substantially disproportionate in value.

Gifts of travel and related lodging and subsistence shall be subject to the above limitations except as described in Government Code Section 89506. A gift of travel does not include travel provided by the District for Board members and designated employees.

Board members and any employees who manage public investments shall not accept any honorarium, which is defined as any payment made in consideration for any speech given, article published, or attendance at any public or private gathering (Government Code Sections 89501, 89502).

CONFLICT OF INTEREST

AP No. 2710

Board Reviewed: 5/17/06; 9/9/09; 12/14/11

Page 3 of 3

Designated employees shall not accept any honorarium that is defined as any payment made in consideration for any speech given, article published, or attendance at any public or private gathering, if the employee would be required to report the receipt of income or gifts from that source on his or her statement of economic interests. The term "honorarium" does not include:

1. Earned income for personal services customarily provided in connection with a bona fide business, trade, or profession unless the sole or predominant activity of the business, trade, or profession is making speeches.
2. Any honorarium that is not used and, within 30 days after receipt, is either returned to the donor or delivered to the District for donation into the general fund without being claimed as a deduction for income tax purposes.

VI. Representation (Government Code 87406.3)

Elected officials and the Superintendent/President shall not, for a period of one year after leaving their position, act as an agent or attorney for, or otherwise represent for compensation, any person appearing before that local government agency.

VII. Source/Reference:

Government Code Sections 87105, 87200-87210, ~~87406.3~~;
Title 2, Section 18700 et seq. and as listed above.

SPEECH: TIME, PLACE, AND MANNER**AP No.
3900**

Board Reviewed: 11/14/12

Formerly AP
5550Page 1 of 2

- I. The students and employees of the District and members of the public shall be permitted to exercise their rights of free expression subject to the time, place, and manner policies and procedures contained in Board Policy 3900 and these procedures.
- II. The College is a non-public forum, except for the following area, which is reserved for expressive activities which do not violate District policy and which are lawful: Upper Quad. This area is chosen so as to provide visibility and allow communication to a large number of students, administrators, faculty, and others walking or traveling on campus, but also so as not to disrupt educational and other activities of the District on behalf of students:
 - This area is a designated public forum. The District reserves the right to revoke that designation and apply a non-public forum designation.
 - The District reserves the right to designate areas as non-public forums as necessary to prevent the substantial disruption of the orderly operation of the College. Areas of the College that are non-public forums specifically include campus offices, classrooms, warehouses, maintenance yards, locker rooms, or any other area not specified above.
- III. The use of these areas reserved and open for expressive activities is subject to the following:
 - Persons using and/or distributing material in the areas shall not impede the progress of passersby, nor shall they force passersby to take material.
 - No person using the areas shall touch, strike, or impede the progress of passersby, except for incidental or accidental contact or contact initiated by a passerby.
 - Persons using areas shall not use any means of amplification that creates a noise or diversion that disturbs or tends to disturb the orderly conduct of the campus or classes.

Non-student, community groups wishing to engage in speech or expressive activities on campus in the areas designated as public forums must ~~provide notification to register with~~ the District through the Office of Student Life and Leadership ~~five (5) three (3) business days in advance prior to engaging in the activities. This does not involve an advance approval process.~~ No illegal activities will be permitted, nor activities that violate District or campus rules, including rules and laws on illegal harassment and discrimination, nor any activities that will substantially interfere with or disrupt activities already scheduled for that day and time in the designated areas as described below. ~~and must describe the nature of the planned activities.~~ In the event the District receives multiple notifications seeking the same date and time, the District will provide alternate dates to accommodate the second, third, etc. notifications (current RHC Practice).

SPEECH: TIME, PLACE, AND MANNER**AP No.
3900**

Board Reviewed: 11/14/12

Formerly AP
5550Page 2 of 2

Note: If the District opts to require advance notice for outside groups, it is advisable not to require notice more than three (3) business days in advance, so as to avoid challenge. It is also advisable to check with legal counsel concerning any current developments that affect advance notice requirements (CCLC).

- IV. All persons using the areas that are designated public forums shall be allowed to distribute petitions, circulars, leaflets, newspapers, and other printed matter. Such distribution shall take place only within those areas. Material distributed in the areas that is discarded or dropped in or around the areas other than in an appropriate receptacle must be retrieved and removed or properly discarded by those persons distributing the material prior to their departure from the areas that day.
- V. Bulletin boards shall be provided for use in posting materials at campus locations convenient for use by students, staff, and members of the public. All materials displayed on a bulletin board shall clearly indicate the author or agency responsible for its production and shall be dated with the date of posting by the Office of Student Life and Leadership. Materials displayed shall be removed after the passage of fourteen (14) days.
- VI. References

Education Code Sections 76120 and 66301

GRADUATION REQUIREMENTS

AP No. 4100

Board Reviewed: 8/15/07; 12/12/12

Page 1 of 3

- I. The degree of Associate in Arts or Associate in Science will be conferred upon any student satisfactorily completing the following requirements:
 - 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.
- II. The degree of Associate in Arts or Associate in Science 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 majors can be found in the degree listing in the college catalog. Major course criteria:
 - A. A minimum "C" grade for all course work within the major
 - B. No non-degree applicable course work can be included in the total number of units earned towards a major.
 - C. Two physical education activity courses.
 - D. American Institutions Requirements – successful completion of one of the following courses: HIST 143, HIST 143H, HIST 144, 144H, HIST 158, HIST 159, 159H, POLS 110 or POLS 110H or Advanced Placement examination scores of 3, 4, or 5 on either of the following exams: U.S. Government and Politics or U.S. History.
 - E. Competence in reading and written expression that may be met by:
 1. The reading requirement may be met by one of the following:
 - a. **Credit ("P" grade) earned in READ 023 or higher level reading course**
 - b. **Appropriate score on the reading assessment test**
 - c. **2 or 4 year degree from a regionally accredited U.S. institution (Approved by Academic Senate on 3-4-14)**
 - ~~a. Successful score on the Reading Placement Test or a Pass (P) in READ 023 or higher level reading course.~~
 - ~~b. Two or four year degree from an accredited institution.
(Recommended by Academic Senate)~~
 2. The written expression requirement may be met by one of the following:
 - a. Credit earned (grade of "C" or better) in ENGL 101
 - b. A satisfactory score on the CSU English Equivalency Exam (to be determined by the Division of Communications and Languages)

GRADUATION REQUIREMENTS

AP No. 4100

Board Reviewed: 8/15/07; 12/12/12

Page 2 of 3

- c. 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. Advanced Placement examination scores of 3, 4, or 5 on either of the following exams: AP English Language & Composition or English Literature & Composition
 - e. CLEP examination scores of 50 or higher on the following exams: College Composition, College Composition Modular, English Composition (if taken before July 2010) (Recommended by Academic Senate)
- F. Competence in mathematics that may be met by one of the following:
 - 1. Credit ("C" grade or better) in MATH 060 (Geometry), MATH 070 (Intermediate Algebra), or MATH 072 (The Mathematics of Money) or a higher level math course
 - 2. A satisfactory score on the Rio Hondo College Math Proficiency Exam
 - 3. 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
- G. Completion of general education 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:
 - 1. Natural Sciences with Lab (a lab must be included) – minimum of three (3) units
 - 2. Social and Behavioral Sciences – minimum of three (3) units
 - 3. Humanities – select one course from each of:
 - Fine Arts - minimum of three (3) units
 - Humanities - minimum of three (3) units
 - 4. Language and Rationality – select one (1) course from each of:
 - English Composition - minimum of three (3) units
 - Communication and Analytical Thinking - minimum of three (3) units
- III. 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

GRADUATION REQUIREMENTS

AP No. 4100

Board Reviewed: 8/15/07; 12/12/12

Page 3 of 3

(16) units in an area of emphasis (or major). A listing of all AA-T or AC-T degrees can be found in the degree listing in the college catalog. Major course criteria:

- 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 (Recommended by Academic Senate)
- IV. 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.
- V. Reference:
- Title 5, Section 55060; Accreditation Standard II.A.

ACADEMIC RENEWAL**AP No.
4240**

Board Reviewed: 2/17/10; 12/8/10

Page 1 of 2

- I. Students may petition only once to have their academic record reviewed for academic renewal of substandard academic performance under the following conditions:
 - 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.
- II. Up to 30 units of course work 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 particular, previously recorded substandard work from a student's cumulative grade-point average.

1. ~~The student~~ **Students may petition only once to have their academic record reviewed for academic renewal** (*approved by Academic Senate*) through the Admissions and Records Office to remove previous substandard work (any course in which a grade below 2.00 has been

ACADEMIC RENEWAL

AP No. 4240

Board Reviewed: 2/17/10; 12/8/10

Page 2 of 2

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, the following 30 consecutive units from any accredited college or university must average at least a 2.00 GPA in order to qualify.
5. Two years must have elapsed since the most recent work to be alleviated.
6. 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.

PROBATION

AP No. 4250

Board Reviewed: 8/15/07

Page 1 of 2

- I. Probation Standards
 - A. Disciplinary Probation – A student may be placed on disciplinary probation for infraction of state law, Education Code, Board policy, student government regulations, or behavior unbecoming a student at Rio Hondo College.
 - B. Students on disciplinary probation may not represent the College in any activity, conference, or field trip, nor can they hold office in the Associated Students of Rio Hondo College (ASRHC) government or in any student body sponsored club.
 - C. Academic Probation – A student who has attempted at least 12 semester units as shown by the official academic record shall be placed on academic probation if the student has earned a grade point average below 2.0 in all units which were graded on the basis of the grading scale described in the section "Grading System." If a student is placed on academic probation ~~for two consecutive semesters~~ (Approved by Academic Senate), the student must receive approval by a counselor prior to registering for classes in the following semester.
 - D. Removal from Academic Probation – A student on academic probation for a grade point deficiency shall be removed from probation when the student's accumulated grade point average is 2.0 or higher.
 - E. Progress Probation – A student who has enrolled in a total of at least 12 semester units as shown by the official academic record shall be placed on progress probation when the number of all units in which a student has enrolled and for which entries of "W", "I", and "NC" are recorded reaches or exceeds the number of units with other grades.
 - F. A student on progress probation because of an excess of units for which entries of "W", "NC" and "I" are recorded shall be removed from probation when the total number of units in this category drops below the number of those with other grades.
 - G. Dismissal – A student shall be dismissed from the College for a period of one semester (excluding summer session) when his/her grade point average in three consecutive semesters is less than 2.00 in all units attempted or when 50% or more of all units attempted have entries of "W", "I", or "NC". Before reinstatement to the college, the student must meet with a counselor.
- II. Notice – Students will be notified by mail if they are on academic probation or progress probation and will also be notified that they need to meet with a

PROBATION**AP No.
4250**

Board Reviewed: 8/15/07

Page 2 of 2

counselor prior to reinstatement to the college. Probation and dismissal status may be appealed to the Dean of Counseling, Matriculation, and Outreach **Student Success**.

III. Source / Reference: Title 5, Section 55754, 55755, 55759

**RIO HONDO COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
AGENDA
Regular Meeting, May 14, 2014, 6:00 p.m.**

IV. INFORMATION ITEMS

3. Special Meetings of the Board

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

- June 7, 2014 (tentative) 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

**RIO HONDO COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
AGENDA
Regular Meeting, May 14, 2014, 6:00 p.m.**

IV. INFORMATION ITEMS

4. Discussion of Board Evaluation

STUDENT CONDUCT PROCEDURES

AP No. 5520

Board Reviewed: 2/17/10; 10/9/13

Page 1 of 8

- I. The purpose of these procedures is to provide a prompt and equitable means to address violations of BP 5500 and AP 5500, Standards of Conduct, which guarantee to the student or students involved the Due Process rights guaranteed them by state and federal constitutional protections. These procedures will be used in a fair and equitable manner, and not for purposes of retaliation. They are not intended to substitute for criminal or civil proceedings that may be initiated by other agencies.
- II. These Procedures are not intended to infringe in any way on the rights of students to engage in free expression as protected by the state and federal constitutions, and by Education Code Section 76120, and will not be used to punish expression that is protected.
- III. The following definitions should be applied in the context of this administrative procedure:

"District" refers to the Rio Hondo Community College District.

"Student" refers to any person currently enrolled as a student at ~~any the College or in any program offered by the District.~~

"Instructor" refers to any academic employee of the District in whose class a student subject to discipline is enrolled, or counselor who is providing or has provided services to the student, or other academic employee who has responsibility for the student's educational program.

"Short-term Suspension" refers to exclusion of the student by the Dean of Student Affairs for good cause from one or more classes for a period of up to ten consecutive days of instruction.

"Long-term Suspension" refers to exclusion of the student by the Dean of Student Affairs for good cause from one or more classes for the remainder of the school term, or from all classes and activities of the College for one or more terms.

"Expulsion" refers to exclusion of the student by the Board of Trustees from the College for one or more terms.

"Removal from Class" refers to exclusion of the student by an instructor for the day of the removal and the next class meeting.

"Written or Verbal Reprimand" refers to an admonition to the student to cease and desist from conduct determined to violate the Standards of Conduct as referenced in BP/AP 5500. Written reprimands may become part of a student's permanent record at the College. A record of the fact that a verbal reprimand has been given may become part of a student's record at the College for a period of up to one year.

STUDENT CONDUCT PROCEDURES

AP No. 5520

Board Reviewed: 2/17/10; 10/9/13

Page 2 of 8

"Withdrawal of Consent to Remain on Campus" – refers to withdrawal of consent by the Dean of Student Affairs for any person to remain on campus in accordance with California Penal Code Section 626.4 in which the Dean of Student Affairs has reasonable cause to believe that such person has willfully disrupted the orderly operation of the campus.

"Days" - refers to the days during which the District is in session and regular classes are held, excluding Saturdays and Sundays.

IV. Short-term Suspensions, Long-term Suspensions, and Expulsions:

Before any disciplinary action to suspend or expel is taken against a student, the following procedures will apply:

- A. **Notice.** The Dean of Student Affairs will provide the student with written notice of the conduct warranting the discipline. The written notice will include the following:
 - the specific section of BP/AP 5500, Standards of Conduct, that the student is accused of violating;
 - a short statement of the facts supporting the accusation;
 - the right of the student to meet with the Dean of Student Affairs, or designee, to discuss the accusation, or to respond in writing;
 - the nature of the discipline that is being considered.
- B. **Time Limits.** The notice must be provided to the student within thirty (30) days of the date on which the conduct took place, or the date the College became aware of the conduct; in the case of continuous, repeated, or ongoing conduct, the notice must be provided within thirty (30) days of the date on which conduct occurred or the date the College became aware of the conduct which led to the decision to take disciplinary action.
- C. **Meeting.** If the student chooses to meet with the Dean of Student Affairs, the meeting must occur no sooner than three (3) days after the notice is provided. At the meeting, the student must again be told the facts leading to the accusation and must be given an opportunity to respond verbally or in writing to the accusation.
 1. **Short-term Suspension.** Within five (5) days after the meeting described above, the Dean of Student Affairs shall decide whether to impose a short-term suspension, whether to impose some lesser disciplinary action, or whether to end the matter. Written notice of the Dean of Student Affairs' decision shall be provided to the student. The notice will include the length of time of the suspension or the nature of the lesser disciplinary action. The Dean of Student Affairs' decision on a short-term suspension shall be final.

STUDENT CONDUCT PROCEDURES

AP No. 5520

Board Reviewed: 2/17/10; 10/9/13

Page 3 of 8

2. **Long-term Suspension.** Within five (5) days after the meeting described above, the Dean of Student Affairs shall decide whether to impose a long-term suspension. Written notice of the Dean of Student Affairs' decision shall be provided to the student. The notice will include the right of the student to request a formal hearing before a long-term suspension is imposed and a copy of this policy describing the procedures for a hearing.
3. **Expulsion.** Within five (5) days after the meeting described above, the Dean of Student Affairs shall decide whether to recommend expulsion to the Vice President of Student Services. Written notice of the Dean of Student Affairs' decision shall be provided to the student. The notice will include the right of the student to request a formal hearing before expulsion is imposed and a copy of this policy describing the procedures for a hearing.

V. Hearing Procedures:

- A. **Request for Hearing.** Within five (5) days after receipt of the Dean of Student Affairs' decision regarding a long-term suspension or expulsion, the student may request a formal hearing. The request must be made in writing to the Dean of Student Affairs, or designee.
- B. **Schedule of Hearing.** The formal hearing shall be held within ten (10) days after a formal request for hearing is received.
- C. **Hearing Panel.** The hearing panel for any disciplinary action shall be composed of one administrator, one faculty member, and one student.
 1. The Dean of Student Affairs, the President of the Academic Senate, and the President of the Associated Students of Rio Hondo College (ASRHC) shall each, at the beginning of the academic year, establish a list of at least five (5) persons who will serve on student disciplinary hearing panels. The Dean of Student Affairs shall appoint the hearing panel from the names on these lists. However, no administrator, faculty member, or student who has any personal involvement in the matter to be decided, who is a necessary witness, or who could not otherwise act in a neutral manner shall serve on a hearing panel.
- D. **Hearing Panel Chair.** The Dean of Student Affairs shall appoint one member of the panel to serve as the chair. The decision of the hearing panel chair shall be final on all matters relating to the conduct of the hearing unless there is a vote by both other members of the panel to the contrary.
- E. **Conduct of the Hearing. (current practice)**
 1. The members of the hearing panel shall be provided with a copy of the accusation against the student and any written response

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- provided by the student before the hearing begins. (current practice)
2. The facts supporting the accusation shall be presented by a College representative. The College representative and the student may call witnesses and introduce oral and written testimony relevant to the issues of the matter. (current practice)
 3. Formal rules of evidence shall not apply. Any relevant evidence shall be admitted. (current practice)
 4. Unless the hearing panel determines to proceed otherwise, the College representative and the student shall each be permitted to make an opening statement. Thereafter, the College representative shall make the first presentation, followed by the student. The College representative may present rebuttal evidence after the student completes his or her evidence. The burden shall be on the College representative to prove by substantial the preponderance of the evidence that the facts alleged are true. (current practice) (CCLC)
 5. The student may represent himself or herself, and may also have the right to be represented by a person of his or her choice. If the student wishes to be represented by an attorney, a request must be presented not less than five (5) days prior to the date of the hearing. If the student is permitted to be represented by an attorney, the College representative may request legal assistance. The hearing panel may also request legal assistance; any legal advisor provided to the panel may sit in an advisory capacity to provide legal counsel but shall not be a member of the panel nor vote with it. (current practice)
 6. Hearings shall be closed and confidential unless the student requests that it be open to the public. Any such request must be made no less than five (5) days prior to the date of the hearing. (current practice)
 7. In a closed hearing, witnesses shall not be present at the hearing when not testifying, unless all parties and the panel agree to the contrary. (current practice)
 8. The hearing shall be recorded by the College by audio recording and shall be the only recording made. No witness who refuse to be recorded may be permitted to give testimony. The hearing panel chair shall, at the beginning of the hearing, ask each person present to identify themselves by name, and thereafter shall ask witnesses to identify themselves by name. The audio recording shall remain in the custody of the college at all times, unless released to a professional transcribing service. The

STUDENT CONDUCT PROCEDURES**AP No.
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student may request a copy of the audio recording. (current practice)

9. All oral testimony shall be taken under oath; the oath shall be administered by the hearing panel chair. Written testimonies of witnesses are admissible. ~~under penalty of perjury shall not be used unless the witness is unavailable to testify. A witness who refuses to be audio recorded is not unavailable.~~ (current practice)
10. Within five (5) days following the close of the hearing, the hearing panel shall prepare and send to the Vice President of Student Services a written decision. The decision shall include specific factual findings regarding the accusation, and shall include specific conclusions regarding whether any specific section of the Standards of Conduct were violated. The decision shall also include a specific recommendation regarding the disciplinary action to be imposed, if any. The decision shall be based only on the record of the hearing, and not on matters outside of that record. The record consists of the original accusation, the written response, if any, of the student, and the oral and written evidence produced at the hearing. (current practice)

VI. Decision: (current practice)

- A. Long-term Suspension. Within five (5) days following receipt of the hearing panel's recommended decision, the Vice President of Student Services, or designee, shall render a final written decision. The Vice President of Student Services, or designee, may accept, modify or reject the findings, decisions and recommendations of the hearing panel. If the Vice President of Student Services or designee modifies or rejects the hearing panel's decision, the Vice President of Student Services, or designee, shall review the record of the hearing, and shall prepare a new written decision which contains specific factual findings and conclusions. The decision of the Vice President of Student Services, or designee, shall be final. (current practice)
- B. Expulsion. Within five (5) days following receipt of the hearing panel's recommended decision, the Vice President of Student Services, or designee, ~~shall forward a written recommendation to the Board of Trustees.~~ The Vice President of Student Services, or designee, may accept, modify or reject the findings, decisions, and recommendations of the hearing panel. If the Vice President of Student Services or designee modifies or rejects the hearing panel's decision, he or she shall review the record of the hearing and shall prepare a new written decision which contains specific factual findings and conclusions. ~~The decision of the Vice President of Student Services, or designee's, shall be forwarded to the Board of Trustees.~~ (current practice)

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VII. Board of Trustees Decision: (current practice)

- A. The Board of Trustees shall consider any recommendation from the ~~Vice-President of Student Services~~, Superintendent/President, or designee, for expulsion at the next regularly scheduled meeting of the Board after receipt of the recommended decision. (current practice)
- B. The Board shall consider an expulsion recommendation in closed session, unless the student has requested that the matter be considered in a public meeting in accordance with these procedures. (Education Code Section 72122) (current practice)
- C. The student shall be notified in writing, by registered or certified mail or by personal service, at least three (3) days prior to the meeting of the date, time, and place of the Board's meeting. (current practice)
- D. The student may, within forty-eight (48) hours after receipt of the notice, request that the hearing be held as a public meeting. (current practice)
- E. Even if a student has requested that the Board consider an expulsion recommendation in a public meeting, the Board will hold any discussion that might be in conflict with the right to privacy of any student other than the student requesting the public meeting in closed session. (current practice)
- F. The Board may accept, modify, or reject the findings, decisions, and recommendations of the ~~Vice-President of Student Services~~ Superintendent/President or designee and/or the hearing panel. If the Board modifies or rejects the decision, the Board shall review the record of the hearing, and shall prepare a new written decision which contains specific factual findings and conclusions. The decision of the Board shall be final. (current practice)
- G. The final action of the Board on the expulsion shall be taken at a public meeting, and the result of the action shall be a public record of the District. (current practice)

VIII. Immediate Interim Suspension (Education Code Section 66017): (current practice)

The ~~Vice-President of Student Services~~ Superintendent/President, or designee, may order immediate suspension of a student where he or she concludes that immediate suspension is required to protect lives or property and to ensure the maintenance of order. In cases where an interim suspension has been ordered, the time limits contained in these procedures shall not apply, and all hearing rights, including the right to a formal hearing in which a long-term suspension or expulsion is recommended, will be afforded to the student within ten (10) days. (current practice)

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IX. Removal from Class (Education Code Section 76032): (current practice)

Any instructor may order a student removed from his or her class for the day of the removal and the next class meeting. The instructor shall immediately report the removal to his/her division dean who shall notify the ~~the Vice President of Student Services~~ and the Dean of Student Life Affairs. The Dean of Student Life Affairs shall arrange for a conference between the student and the instructor regarding the removal. If the instructor or the student requests, the Dean of Student Life Affairs shall attend the conference. The student shall not be returned to the class during the period of the removal without the concurrence of the instructor. Nothing herein will prevent the Dean of Student Life Affairs from recommending further disciplinary procedures in accordance with these procedures based on the facts which led to the removal. (current practice)

X. Withdrawal of Consent to Remain on Campus: (current practice)

- A. The Dean of Student Life Affairs may notify any person for whom there is a reasonable belief that the person has willfully disrupted the orderly operation of the campus that consent to remain on campus has been withdrawn. If the person is on campus at the time, he or she must promptly leave or be escorted off campus. If consent is withdrawn by the Dean of Student Life Affairs, a written report must be promptly made to the Vice President of Student Services. (current practice)
- B. The person from whom consent has been withdrawn may submit a written request for a hearing on the withdrawal within the period of the withdrawal. The request shall be granted not later than seven (7) days from the date of receipt of the request. The hearing will be conducted in accordance with the provisions of this procedure relating to interim suspensions. (current practice)
- C. In no case shall consent be withdrawn for longer than fourteen (14) days from the date upon which consent was initially withdrawn. (current practice)
- D. Any person as to whom consent to remain on campus has been withdrawn who knowingly reenters the campus during the period in which consent has been withdrawn, except to come for a meeting or hearing, is subject to arrest. (Penal Code Section 626.4) (current practice)

XI. Time Limits: (current practice)

Any times specified in these procedures may be shortened or lengthened if there is mutual concurrence by all parties. (current practice)

XII. Source/Reference: (current practice)

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**Education Code Sections 66300, 72122, 76030 (current practice), 76032; Penal
Code Section 626.4.**

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7700

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Note: This procedure is suggested as good practice. Districts may insert their local practice.

- I. Individuals are encouraged to report suspected incidents of unlawful activities by district employees in the performance of their duties. Reports will be investigated promptly and appropriate remedies applied. Employees who, in good faith, reported such activities and/or assist the district in the investigation will be protected from retaliation. (CCLC)**

This procedure sets out the processes for responding to and investigating reports of unlawful activities, as defined in BP 7700, and addressing complaints of retaliation for making such reports. (CCLC)

II. Filing a Report of Suspected Unlawful Activities

- A. Any person may report allegations of suspected unlawful activities. Knowledge or suspicion of such unlawful activities may originate from academic personnel, staff or administrators carrying out their assigned duties, internal or external auditors, law enforcement, regulatory agencies, customers, vendors, students or other third parties. (CCLC)**
- B. Anonymous reports will be investigated to the extent possible. However, employees are strongly encouraged not to report anonymously because doing so impedes the District's ability to thoroughly investigate the claim and take appropriate remedial measures. As set forth fully below, retaliation against individuals who report suspected unlawful activities will not be tolerated. (CCLC)**
- C. Normally, a report by a district employee of allegations of a suspected unlawful activity should be made to the reporting employee's immediate supervisor or other appropriate administrator or supervisor within the operating unit. However, if the report involves or implicates the direct supervisor or others in the operating unit, the report may be made to any another district official whom the reporting employee believes to have either responsibility over the affected area or the authority to review the alleged unlawful activity on behalf of the District. When the alleged unlawful activity involves the President / Superintendent, the report should be made to the President of the board of trustees. When the alleged unlawful activity involves the board of trustees or one of its members, the report should be made to the President / Superintendent who will confer with the President of the board of trustees and/or legal counsel on how to proceed. (CCLC)**
- D. Allegations of suspected unlawful activities should be made in writing so as to assure a clear understanding of the issues raised, but may be made orally. Such reports should be factual and contain as much specific information as possible. The receiving supervisor or administrator should elicit as much information as possible. If the report is made orally, the receiving supervisor or administrator shall reduce it to writing and make every attempt to get the reporter to confirm by his or her signature that it is accurate and complete. (CCLC)**
- E. Once the receiving supervisor or administrator has received and/or prepared a written report of the alleged unlawful activity, he or she must immediately forward the report to the President / Superintendent. However, if this process would**

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require submitting the report to an employee implicated in the report, the receiving supervisor or administrator should follow the reporting options outlined, above. The high-level administrator or trustee who receives the written report pursuant to this paragraph is responsible for ensuring that a prompt and complete investigation is made by an individual with the competence and objectivity to conduct the investigation, and that the assistance of counsel and/or an outside investigator is secured if deemed necessary. (CCLC)

- F. In the course of investigating allegations of unlawful conduct, all individuals who are contacted and/or interviewed shall be advised of the District's no-retaliation policy. Each individual shall be: a) warned that retaliation against the reporter(s) and/or others participating in the investigation will subject the employee to discipline up to and including termination; and b) advised that if he or she experiences retaliation for cooperating in the investigation, then it must be reported immediately. (CCLC)
- G. In the event that an investigation into alleged unlawful activity determines that the allegations are accurate, prompt and appropriate corrective action shall be taken. (CCLC)

III. Protection from Retaliation

- A. When a person makes a good-faith report of suspected unlawful activities to an appropriate authority, the report is known as a protected disclosure. District employees and applicants for employment who make a protected disclosure are protected from retaliation. (CCLC) However, if a whistleblower is found to have committed unlawful activities, the whistleblower will be subject to discipline up to and including termination (current HR practice).
- B. Any employee who believes he or she has been (1) subjected to or affected by retaliatory conduct for reporting suspected unlawful activity, or (2) for refusing to engage in activity that would result in a violation of law, should report such conduct to the appropriate supervisory personnel (if such supervisory personnel is not the source of or otherwise involved in the retaliatory conduct). Any supervisory employee who receives such a report, or who otherwise is aware of retaliatory conduct, is required to advise their immediate supervisor. If the allegations of retaliation, or the underlying allegations of unlawful conduct involve the President / Superintendent, the supervisor shall report to the highest level administrator and/or trustee who is not implicated in the reports of unlawful activity and retaliation. (CCLC)
- C. All allegations of retaliation shall be investigated promptly and with discretion, and all information obtained will be handled on a "need to know" basis. At the conclusion of an investigation, as appropriate, remedial and/or disciplinary action will be taken where the allegations are verified and/or otherwise substantiated. (CCLC)

IV. Whistleblower Hotline

- A. Employees who have information regarding possible violations of state or federal statutes, rules, or regulations, or violations of fiduciary responsibility by a corporation or limited liability company to its shareholders, investors, or employees should contact the State Personnel Board. Employees can contact the

WHISTLEBLOWER PROTECTION

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State Personnel Board with complaints of retaliation resulting from whistleblower activities at (916) 653-1403.

V. Other Remedies and Appropriate Agencies

A. In addition to the internal complaint process set forth above, any employee who has information concerning allegedly unlawful conduct may contact the appropriate government agency. (CCLC)

VI. Reference:

California Labor Code section 1102.5, Government Code section 53296, Private Attorney General Act of 2004 (Labor Code section 2698). Affordable Care Act (29 U.S.C. 218C)

**RIO HONDO COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
AGENDA
Regular Meeting, May 14, 2014, 6:00 p.m.**

IV. INFORMATION ITEMS

5. Budget Development Calendar

Attached is the budget development calendar for 2013-14 and 2014-15.

RIO HONDO COMMUNITY COLLEGE DISTRICT

BUDGET DEVELOPMENT CALENDAR 2013 – 2014 and 2014 – 2015

Jun. 12, 2013	Tentative Budget for 2013-2014 Approved by Board of Trustees.
Jun. 14, 2013	California Legislature Approved 2013-2014 State Budget as presented by Governor.
Aug. 23, 2013	Institutional Planning Kick-Off for 2014-2015 during Flex Day.
Sep. 3, 2013	Begin 2014-2015 Program Plans and Program Reviews.
Sep. 11, 2013	Public Hearing and Board of Trustees Approval of 2013-14 Adopted Budget.
Oct. 18, 2013	Completion of Program Plans and Program Reviews.
Oct. 21, 2013	Begin preparing Unit Plans.
Nov. 26, 2013	2013-14 Resource Allocation Requests Shared with PFC.
Nov. 27, 2013	Completion of Unit Plans.
Dec. 2, 2013	Begin preparing Area Plans.
Dec. 11, 2013	2013-14 Budget Augmentation Approved by Board of Trustees.
Jan. 17, 2014	Complete submission of Area Plans.
Feb. 18, 2014	President's Cabinet reviews Plans and Resource Requests (Personnel).
Mar. 4, 2014	President's Cabinet reviews Plans and Resource Requests (Facilities, Technology, and Additional Budget).
Mar. 10 & 12, 2014	Resource Allocation Committees review Resource Requests.
Mar. 19 & 20, 2014	Resource Allocation Committees score/prioritize Resource Requests.
Mar. 11, 2014	Budget Development Calendar Presented as Information Item to PFC.
Mar. 21, 2014	Appropriate prioritized Resource Request is reviewed by Vice President, Finance & Business.
Mar. 21, 2014	Progress of 2013-2014 Unit Plan Goals and Objectives evaluated.
Apr. 11, 2014	Institutional Planning Retreat.
May 13, 2014	Resource Allocation Requests Shared with PFC.
Jun. 11, 2014	Tentative Budget for 2014-2015 Approved by Board of Trustees.
Jun. 30, 2014 (approx.)	California Legislature Approves 2014-2015 State Budget as presented by Governor.
Sep. 10, 2014	Public Hearing and Board of Trustees Approval of Proposed 2014-2015 Adopted Budget.

Board Report Detail

V4.0

Req Type(s): REQCON REQBPO REQPO; Req Date between 4/01/14 & 4/30/14
between \$250.00 thru \$9,999,999.99

PO #	Vendor Name	Requisition Information	Order Site	Req Fund	Req Fund
				Code	Order Amt
1314-2006	EDGAR GONZALEZ	DJ SERVICES FOR SENIOR PREVIEW DAY	EDUCATIONA	01	\$250.00
1314-2007	JT PRINT IT!	PROMOTIONAL ITEM IMPRINTED STRAP W/CARABINER(250)	CAL WORKS	01	\$424.03
1314-2008	A-Z BUS SALES, INC.	REPAIR PARTS FOR TRAM #9	FACILITIES	01	\$503.90
1314-2010	SPEED WEAR	GRAPHIC IMPRINTED GYM BAG(24)	PHYSICAL E	01	\$1,449.70
1314-2011	SCANTRON CORPORATION	SCANTRON FORMS	PHYSICAL S	01	\$324.02
1314-2012	SODEXO AMERICA LLC	CATERING SERVICES ALO WORKSHOP	PRESIDENT'	01	\$790.80
1314-2013	WHITTIER AREA CHAMBER OF	MEMBERSHIP RENEWAL	PRESIDENT'	01	\$567.00
1314-2016	HONORS TRANSFER PROGRAM	REGISTRATION FEE	ACADEMIC A	01	\$480.00
1314-2017	WHITTIER UNION HIGH SCHOOL	BUS TRANSPORTATION TO READY 2 LEAD CONFERENCE	STUDENT SE	01	\$1,059.00
1314-2018	EL MONTE UNION HIGH SCHOOL	BUS TRANSPORTATION TO THE READY 2 LEAD CONFERENCE	STUDENT SE	01	\$250.00
1314-2019	BASSETT UNIFIED SCHOOL DISTRICT	BUS TRANSPORTATION TO READY 2 LEAD CONFERENCE	STUDENT SE	01	\$401.75
1314-2020	CAPP ASSOCIATES INC.	MATH DIAGNOSTIC TEST UNITS	STUDENT SE	01	\$2,797.00
1314-2021	COLLEGE SOURCE INC	ONLINE COLLEGE SYSTEM SUBSCRIPTION	STUDENT SE	01	\$5,249.00
1314-2022	COLLEGE CENTRAL NETWORK, INC.	ONLINE DATABASE SOFTWARE	STUDENT SE	01	\$1,500.00
1314-2023	SAN GABRIEL VALLEY NEWSPAPER	LEGAL ADVERTISEMENT FOR BID #2030	BOND PROJE	42	\$3,772.56
1314-2024	SAN GABRIEL VALLEY NEWSPAPER	LEGAL ADVERTISEMENT FOR BID #2028	BOND PROJE	42	\$3,838.80
1314-2025	DENNYSE CLARK	TRAVEL REIMBURSEMENT TO EOPS TRAINING SACRAMENTO	EXT. OPPOR	01	\$425.96
1314-2026	CHRISTINE ALDRICH	TRAVEL REIMBURSEMENT EOPS TRAINING IN SACRAMENTO	EXT. OPPOR	01	\$473.92
1314-2027	GISELA SPIELER-PERSAD	TRAVEL REIMBURSEMENT TRIO MGR TRAINING NEW ORLEANS	MESA	01	\$1,298.17
1314-2028	BARBARA SALAZAR	TRAVEL REIMBURSEMENT AHSIE CONF POMONA, CA	BASIC SKIL	01	\$684.13
1314-2029	SMART & FINAL	STANDING ORDER FOR PURCHASE OF SUPPLIES	FOSTER PAR	01	\$500.00
1314-2031	HUNTER ENGINEERING COMPANY	INSTRUCTIONAL SUPPLIES	CAREER & T	01	\$16,205.61
1314-2035	WHITTIER MAILING SERVICE	MAILING PREPARATION SERVICES FOSTER CARE SCHEDULE	FOSTER PAR	01	\$350.00
1314-2037	DEPT. OF INDUSTRIAL RELATIONS	ELEVATOR INSPECTION FEES	FACILITIES	01	\$2,950.00
1314-2038	SODEXO AMERICA LLC	CATERING SERVICES RIO DAYS	COUNSELING	01	\$313.92
1314-2039	MIKE SLAVICH	TRAVEL REIMBURSEMENT CCCAOE CONF SACRAMENTO, CA	CAREER & T	01	\$924.95
1314-2041	LOS ANGELES COUNTY - PUBLIC	CATERING SERVICES ADVISORY MEETING	CAREER & T	01	\$343.98
1314-2042	INSIGHT MEDIA	INSTRUCTIONAL SUPPLIES	CAREER & T	01	\$1,874.50
1314-2043	INFOBASE PUBLISHING	INSTRUCTIONAL SUPPLIES	CAREER & T	01	\$1,576.61
1314-2044	AMERICAN TECHNICAL PUBLISHERS	INSTRUCTIONAL SUPPLIES	CAREER & T	01	\$1,136.80
1314-2048	STAPLES BUSINESS ADVANTAGE	OFFICE SUPPLIES	VIRTUAL CO	01	\$460.27
1314-2049	STAPLES BUSINESS ADVANTAGE	OFFICE SUPPLIES	BEHAVIORAL	01	\$382.85
1314-2051	STAPLES BUSINESS ADVANTAGE	OFFICE SUPPLIES	HEALTH SCI	01	\$2,527.20
1314-2058	HEALTHCARE INSPIRATIONS	INSTRUCTIONAL SUPPLIES	HEALTH SCI	01	\$716.08
1314-2062	MEK AIR TECH	REPLACE CIRCUIT BOARD ON HVAC UNIT @ EMEC	FACILITIES	01	\$310.00
1314-2063	VISIX, INC.	ANNUAL MAINTENANCE FOR MONITOR DISPLAY SOFTWARE	INFORMATIO	01	\$3,348.00
1314-2065	ROXANNA GOMEZ	EDUCATIONAL REIMBURSEMENT SPRING 2014	HUMAN RESO	01	\$250.00
1314-2067	JPK MICRO SUPPLY, INC	COMPUTER CPU(8)	CAREER & T	01	\$5,101.20
1314-2069	BRIGHT HEALTH PHYSICIANS OF PI	PRE-EMPLOYMENT PHYSICAL(3)	HUMAN RESO	01	\$270.00
1314-2070	INFOBASE PUBLISHING	INSTRUCTIONAL SUPPLIES	PHYSICAL E	01	\$592.68
1314-2071	STAPLES BUSINESS ADVANTAGE	OFFICE SUPPLIES	EL MONTE E	01	\$516.93
1314-2073	STAPLES BUSINESS ADVANTAGE	OFFICE SUPPLIES	HEALTH SCI	01	\$617.66
1314-2077	CONTROLTEC, INC.	CENTER TRACK SOFTWARE MAINTENANCE AND SERVICE(12)	CHILD DEVE	01	\$1,500.00
1314-2078	TRX/FITNESS ANYWHERE	COMMERCIAL GRADE SUSPENSION TRAINER(12)	PHYSICAL E	01	\$2,363.76
1314-2080	RIO HONDO COLLEGE GRANTS	STEM 2013-2014 GRANTS	MESA	01	\$1,950.00
1314-2081	SHAMROCK COMPANIES	INSTRUCTIONAL SUPPLIES	CAREER & T	01	\$1,941.29
1314-2084	VANESSA CHAVEZ	TRAVEL REIMBURSEMENT 1ST YR EXP CONF IN SAN DIEGO	COUNSELING	01	\$958.52
1314-2085	LENOVO	COMPUTER WORKSTATION	GRANT DEVE	01	\$1,155.77

Board Report Detail

v4.0

Req Type(s): REQCON REQBO REQPO; Req Date between 4/01/14 & 4/30/14
 between \$250.00 thru \$9,999,999.99

PO #	Vendor Name	Requisition Information	Order Site	Req Fund Code	Req Fund Order Amt
1314-2088	AD-INFIN-ITEM	MESA GRADUATION CAPS & TASSELS(30)	MESA	01	\$286.80
1314-2089	ARE TELECOM, INC.	INSTRUCTIONAL SUPPLIES	CAREER & T	01	\$5,442.00
1314-2092	PERFORM BETTER	INSTRUCTIONAL SUPPLIES	PHYSICAL E	01	\$774.86
1314-2094	STAPLES BUSINESS ADVANTAGE	OFFICE SUPPLIES	CAREER & T	01	\$333.67
1314-2097	POCKET NURSE	INSTRUCTIONAL SUPPLIES	HEALTH SCI	01	\$2,282.10
1314-2098	UNISOURCE	PAPER SUPPLIES	CONTRACT M	01	\$2,217.06
1314-2099	STAPLES BUSINESS ADVANTAGE	OFFICE SUPPLIES	SOUTH WHIT	01	\$291.13
1314-2100	STAPLES BUSINESS ADVANTAGE	OFFICE SUPPLIES	EXT. OPPOR	01	\$609.81
1314-2101	STAPLES BUSINESS ADVANTAGE	OFFICE SUPPLIES	STUDENT HE	01	\$457.41
1314-2103	STAPLES BUSINESS ADVANTAGE	OFFICE SUPPLIES	BUSINESS D	01	\$487.13
1314-2106	LN CURTIS & SONS	INSTRUCTIONAL EQUIPMENT	PUBLIC SAF	01	\$11,990.00
1314-2107	CRAIG MEDICAL INTERNATIONAL, IN	INSTRUCTIONAL SUPPLIES	HEALTH SCI	01	\$11,080.94
1314-2108	DELPHIN COMPUTER SUPPLIES	TONER CARTRIDGES(8)	PRESIDENT'	01	\$570.07
1314-2110	POCKET NURSE	INSTRUCTIONAL SUPPLIES	HEALTH SCI	01	\$2,629.36
1314-2112	DELPHIN COMPUTER SUPPLIES	TONER CARTRIDGES(3)	BASIC SKIL	01	\$365.15
1314-2113	COUNCIL FOR OPPORTUNITY IN ED	INSTITUTIONAL MEMBERSHIP	MESA	01	\$3,368.00
1314-2114	GRAINGER	INSTRUCTIONAL SUPPLIES	CAREER & T	01	\$2,200.58
1314-2115	MICROSOFT CORP.	DREAMSPARK SOFTWARE LICENSE RENEWAL	BUSINESS D	01	\$348.
1314-2118	TECH SMITH	CAMTASIA STUDIO SOFTWARE	VIRTUAL CO	01	\$447.
1314-2119	THE GALE GROUP	INSTRUCTIONAL SUPPLIES	LIBRARY/LE	01	\$496.62
1314-2120	THE GALE GROUP	INSTRUCTIONAL SUPPLIES	LIBRARY/LE	01	\$272.82
1314-2122	THE KEN BLANCHARD COMPANIES	SUPPLIES FOR LEADERSHIP ACADEMY WORKSHOP	STAFF DEVE	01	\$1,492.33
1314-2124	LENOVO	COMPUTER WORKSTATION	EXT. OPPOR	01	\$902.16
1314-2125	NAPA OF WHITTIER	STANDING ORDER FOR PURCHASE OF AUTO SUPPLIES	CAREER & T	01	\$479.00
1314-2127	SODEXO AMERICA LLC	CATERING SERVICES RIOSOURCE KICKOFF EVENT	INSTITUTIO	01	\$659.45
1314-2128	J.J. KELLER & ASSOCIATES, INC	INSTRUCTIONAL SUPPLIES	ENVIRONMEN	01	\$340.68
1314-2131	LENOVO	THINKPAD L540 LAPTOP COMPUTER	CAREER & T	01	\$1,236.79
1314-2133	SODEXO AMERICA LLC	CATERING SERVICES WOMEN'S HISTORY CONFERENCE	STUDENT SE	01	\$664.90
1314-2135	MIKE MUNOZ	TRAVEL REIMBURSEMENT FIRST YEAR EXPERIENCE CONF	COUNSELING	01	\$732.74
1314-2136	WOODBURN PRESS	INSTRUCTIONAL SUPPLIES	CAREER DEV	01	\$541.39
1314-2137	STAPLES BUSINESS ADVANTAGE	OFFICE SUPPLIES	EXT. OPPOR	01	\$4,228.38
1314-2139	STAPLES BUSINESS ADVANTAGE	OFFICE SUPPLIES	COMMUNICAT	01	\$326.99
1314-2140	STAPLES BUSINESS ADVANTAGE	OFFICE SUPPLIES	COMMUNICAT	01	\$1,118.69
1314-2141	STAPLES BUSINESS ADVANTAGE	OFFICE SUPPLIES	LEARNING A	01	\$396.28
1314-2144	ALL STAR FIRE EQUIPMENT	EXTENSION LADDER(4)	PUBLIC SAF	01	\$4,260.71
1314-2145	MARCO	TOTE BAG(100)	FOSTER PAR	01	\$274.68
1314-2146	BARNES & NOBLE	INSTRUCTIONAL SUPPLIES	FOSTER PAR	01	\$312.29
1314-2147	MEMA	ANNUAL ASSOCIATION DUES	CAREER & T	01	\$275.00
1314-2148	FLINT TABATA	REIMBURSEMENT PURCHASE TOOTHPICK CONTEST SUPPLIES	CAREER & T	01	\$343.58
1314-2152	DELPHIN COMPUTER SUPPLIES	TONER CARTRIDGES(12)	COUNSELING	01	\$521.02
1314-2154	LAURA VERDUGO	TRAVEL REIMBURSEMENT TO EOPS/CARE TRNG SACRAMENTO	EXT. OPPOR	01	\$533.00
1314-2155	KIS COMPUTER CENTER	TONER CARTRIDGES(12)	COMMUNICAT	01	\$1,360.32
1314-2158	DELPHIN COMPUTER SUPPLIES	TONER CARTRIDGES (2)	LIBRARY/LE	01	\$298.66
1314-2160	OCLC, INC.	CATALOGING SERVICES	LIBRARY/LE	01	\$2,600
1314-2165	MARISELA SAENZ	REIMBURSEMENT SUPPLIES PURCHASED FOR YESS PROGRAM	FOSTER PAR	01	\$416.
1314-2166	TROXELL COMMUNICATIONS, INC.	DOCUMENT CAMERAS FOR MATH & SCIENCE	INFORMATIO	01	\$3,328.86
1314-2169	JT PRINT IT!	HARDCOVER JOURNAL BOOKS	EXT. OPPOR	01	\$795.97
1314-2171	LENOVO	LAPTOP COMPUTER	PRESIDENT'	01	\$1,141.96

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PO #	Vendor Name	Requisition Information	Order Site	Req		Req Fund
				Fund	Code	
						Order Amt
1314-2172	MATHESON TRI-GAS, INC.	STANDING ORDER FOR PURCHASE OF SUPPLIES	CAREER & T	01		\$1,500.00
1314-2173	WEST WHITTIER PAINT	STANDING ORDER FOR PURCHASE OF SUPPLIES	CAREER & T	01		\$1,053.46
1314-2175	DAILY WOK	STANDING ORDER FOR PROGRAM FOOD	FOSTER PAR	01		\$250.00
1314-2176	SAFEGUARD BUSINESS SYSTEMS	REQUISITION FORM INVENTORY (5000)	WAREHOUSE	01		\$528.11
1314-2178	B & H PHOTO-VIDEO	EDUCATIONAL SUPPLIES	EXT. OPPOR	01		\$1,879.81
1314-2180	STATE WATER RESOURCES CONTROL	STORM WATER ANNUAL PERMIT FEE	FACILITIES	01		\$1,791.00
1314-2181	THE GALE GROUP	STANDING ORDER FOR PURCHASE OF BOOKS	LIBRARY/LE	01		\$2,500.00
1314-2183	AMERICAN CHEMICAL & SANITARY	CUSTODIAL SUPPLIES	FACILITIES	01		\$7,481.49
1314-2185	THE APPLE STORE	MACBOOK	ARTS: PERF	01		\$1,492.91
1314-2186	POCKET NURSE	INSTRUCTIONAL SUPPLIES	HEALTH SCI	01		\$18,744.70
1314-2187	VWR SCIENTIFIC	LAB CHAIR(180)	PHYSICAL S	42		\$51,692.67
1314-2188	LENOVO	LAPTOP COMPUTER(39)	INFORMATIO	01		\$42,770.64
1314-2189	LENOVO	LAPTOP COMPUTERS(3)	COUNSELING	01		\$4,634.69
1314-2195	SODEXO AMERICA LLC	CATERING SERVICES OUTSTANDING STUDENT AWARDS	ACADEMIC A	01		\$800.00
1314-2196	EMCOR SERVICE MESA ENERGY SYS	EMERGENCY CALL STUDENT UNION BUILDING	FACILITIES	01		\$925.00
1314-2198	DEPT. OF FORESTRY & FIRE PROT.	STATE CERTIFICATION & REGISTRATION	PUBLIC SAF	01		\$508.00
1314-2199	DEPT. OF FORESTRY & FIRE PROT.	STATE CERTIFICATION & REGISTRATION	PUBLIC SAF	01		\$468.00
1314-2200	AMERICAN CAP AND GOWN	BLACK CORD(75) FOR GRADUATION REGALIA	EDUCATIONA	01		\$278.75
1314-2201	LOS ANGELES COUNTY - PUBLIC	ANNUAL INDUSTRIAL INSPECTION FEE	FACILITIES	01		\$891.00
1314-2203	STAPLES BUSINESS ADVANTAGE	OFFICE SUPPLIES	CAREER & T	01		\$267.99
1314-2204	CAMILA ESQUIVEL	CATERING SERVICES STUDENT SUCCESS CELEBRATION	TRANSFER C	01		\$1,335.00
1314-2205	RANCHO SANTIAGO COLLEGE	PROGRAM FEES FOR SSTI SUMMER PROGRAM	TRANSFER C	01		\$750.00
1314-2207	ACCREDITING COMMISSION FOR	ANNUAL MEMBERSHIP DUES	PRESIDENT'	01		\$28,777.00
1314-2208	ASSOC. OF COMMUNITY COLLEGE	ANNUAL MEMBERSHIP RENEWAL	PRESIDENT'	01		\$6,422.00
1314-2210	UC REGENTS	MESA STUDENT LEADERSHIP RETREAT	MESA	01		\$320.00
1314-2211	LETICIA ALMARAZ	BALLOON/FLOWER DECORATION FOR STUDENT SUCCESS CELEB	STUDENT SE	01		\$350.00
1314-2212	RIO HONDO COLLEGE BOOKSTORE	STANDING ORDER FOR PURCHASE OF SUPPLIES	STUDENT SE	01		\$445.00
1314-2213	SODEXO AMERICA LLC	STANDING ORDER FOR CATERING SERVICES RIO DAYS	COUNSELING	01		\$2,100.00
1314-2214	WHITTIER UNION HIGH SCHOOL	STANDING PURCHASE ORDER BUS TRANSPORTATION	COUNSELING	01		\$1,590.00
1314-2215	BASSETT UNIFIED SCHOOL DISTRIC	BUS TRANSPORTATION FOR RIO DAYS	COUNSELING	01		\$409.00
1314-2216	BASSETT UNIFIED SCHOOL DISTRIC	STANDING PURCHASE ORDER FOR BUS TRANSPORTATION	EDUCATIONA	01		\$409.00
1314-2217	MONTEBELLO UNIFIED SCHOOL DIST	STANDING PURCHASE ORDER FOR BUS TRANSPORTATION	EDUCATIONA	01		\$1,200.00
1314-2218	EL RANCHO UNIFIED	STANDING PURCHASE ORDER FOR BUS TRANSPORTATION	EDUCATIONA	01		\$500.00
1314-2219	EL MONTE UNION HIGH SCHOOL	STANDING PURCHASE ORDER FOR BUS TRANSPORTATION	EDUCATIONA	01		\$375.00
1314-2220	JESUS MARTINEZ	STANDING ORDER ENTERTAINMENT STUDENT SUCCESS CELEB	COUNSELING	01		\$250.00
1314-2221	BRUCE A. NOBLE	TRAVEL REIMBURSEMENT CCAOC CONF IN SACRAMENTO	CAREER & T	01		\$1,098.62
1314-2222	ROSE SAKAMOTO	TRAVEL REIMBURSEMENT FOR HSACCC CONF IN SACRAMENTO	STUDENT AF	01		\$1,476.40
1314-2226	ARACELY TAMAYO	STANDING ORDER FOR PURCHASE OF TRANSFER FAIR FOOD	TRANSFER C	01		\$310.00
1314-2228	ROBERT BETHEL	TRAVEL REIMBURSEMENT - MESA RETREAT IN SANTA CRUZ	MESA	01		\$436.37
1314-2229	4IMPRINT	PROMOTIONAL ITEM - POCKET NOTEBOOK(100)	SSS/TRIO P	01		\$302.30
1314-2235	CDW-G	COMPUTER SCANNER	ACCOUNTING	01		\$417.51
1314-2239	CYNTHIA MORALES	STANDING ORDER FOR PURCHASE OF GRADUATION SUPPLIES	STUDENT AC	01		\$500.00
1314-2240	BANK OF THE WEST BUSINESS CARD	CPR/FIRST AID CERTIFICATION(12)	FOSTER PAR	01		\$324.00
1314-2241	STAPLES BUSINESS ADVANTAGE	OFFICE SUPPLIES	MARKETING	01		\$770.27
1314-2242	STATE OF CALIFORNIA EMPL DEV	SUI QUARTERLY CONTRIBUTIONS FIRST QUARTER 2014	ACCOUNTING	01		\$5,930.53
1314-2242	STATE OF CALIFORNIA EMPL DEV	SUI QUARTERLY CONTRIBUTIONS FIRST QUARTER 2014	ACCOUNTING	33		\$47.55
1314-2243	STATE BOARD OF EQUALIZATION	CONSUMER USER TAX FIRST QUARTER 2014	ACCOUNTING	01		\$1,778.00
1314-2244	TROXELL COMMUNICATIONS, INC.	WIRELESS MICROPHONE	INFORMATIO	01		\$642.01

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PO #	Vendor Name	Requisition Information	Order Site	Req Fund Code	Req Fund Order Amt
1314-2245	DIALOGUE MARKETING, INC.	WIRELESS SWITCH	INFORMATIO	01	\$609.31
1314-2247	LENOVO	LAPTOP COMPUTER	INFORMATIO	01	\$1,964.91
1314-2248	SWISS PARK BANQUET CTR.	CATERING SVS ANNUAL LEADERSHIP PLANNING RETREAT	PRESIDENT'	01	\$2,647.97
1314-2249	EDUCATION TO GO	ONLINE CLASSES	CONTINUING	01	\$930.00
1314-2253	MACHINERY COMPONENT SALES	REPAIR SPEEDAIRE COMPRESSOR @ CI BASEMENT	FACILITIES	01	\$681.08
1314-2254	CINTAS CORPORATION	LEGAL SETTLEMENT WITH CITNAS FOR GARMENT RENTAL	FACILITIES	01	\$3,564.92
1314-2261	JT PRINT IT!	PROMOTIONAL ITEM HIGHLIGHTER(1600)	EXT. OPPOR	01	\$899.56
1314-2262	SODEXO AMERICA LLC	CATERING SERVICES CARE WORKSHOP	EXT. OPPOR	01	\$380.41
1314-2263	RAN GRAPHICS	PRINT EOPS BROCHURE(3,000)	EXT. OPPOR	01	\$359.70
1314-2265	AMAZON.COM	BOOK(200) HOW TO TALK SO KIDS WILL LISTEN	EXT. OPPOR	01	\$1,977.26
1314-2266	TROXELL COMMUNICATIONS, INC.	MISCELLANEOUS AV BULBS(15)	INFORMATIO	01	\$4,270.62
1314-2267	TROPHY KING & GIFTS	ENGRAVED NECK MEDALS(35)	ACADEMIC A	01	\$286.13
1314-2271	PEARSON EDUCATION	TESTING FORMS(50-PKG)	DISABLED S	01	\$401.75
1314-2272	DUPLO USA CORPORATION	AIR SUCTION FOLDER FOR PRINTSHOP	UNFORSEEN	01	\$7,755.60
1314-2273	EL CAMINO MEXICAN GRILL	STANDING ORDER FOR FOOD SERVICES	EXT. OPPOR	01	\$1,750.00
1314-2274	OHLONE COLLEGE	ANNUAL ACADEMY SUPPORT FEE	BUSINESS D	01	\$300.00
1314-2275	SCANTRON CORPORATION	TEST FORMS(1750)	EXT. OPPOR	01	\$673.56
1314-2276	THE COMPASSIONATE CLOWN CO.	ENTERTAINMENT SERVICES FOR CARE EVENT	EXT. OPPOR	01	\$565.
1314-2279	TRACY RICKMAN	TRAVEL REIMBURSEMENT CONF IN WASHINGTON, DC	PUBLIC SAF	01	\$1,544
1314-2281	STAPLES BUSINESS ADVANTAGE	OFFICE SUPPLIES	EXT. OPPOR	01	\$547.10
1314-2282	STAPLES BUSINESS ADVANTAGE	OFFICE SUPPLIES	CAREER & T	01	\$503.79
1314-2284	SCHINDLER ELEVATOR CORPORATION	RESET ELEVATORS 1 & 2 FROM SEISMIC LOCKOUT	FACILITIES	01	\$642.11
1314-2288	IBE DIGITAL	FAX CARD FOR BUSINESS OFFICE KONICA COPIER	BUSINESS D	01	\$648.00
C1314-0445	LYLA EDDINGTON	CONSULTANT SERVICES	CAREER & T	01	\$15,000.00
C1314-0446	LYLA EDDINGTON	CONSULTANT SERVICES	CAREER & T	01	\$27,500.00
C1314-0447	MCCALLUM GROUP, INC.	PROFESSIONAL SERVICES MARCH 2014	PRESIDENT'	01	\$2,200.00
C1314-0448	SOUTHWEST MGMT. CONSULTANTS	PROFESSIONAL SERVICES MARCH 2014	PRESIDENT'	01	\$1,250.00
C1314-0449	DEL TERRA CONSTRUCTION GROUP	CLOSE OUT CERTIFICATION SERVICES	BOND PROJE	42	\$6,450.00
C1314-0450	DEL TERRA CONSTRUCTION GROUP	CLOSEOUT CERTIFICATION SERVICES	BOND PROJE	42	\$8,500.00
C1314-0451	CHRISTINA MARIA AUER-ARRIAGA	CONSULTANT SERVICES	FOSTER PAR	01	\$800.00
C1314-0452	CARPENTERS JOINT APPRENTICESHI	CARPENTERS JATC FUND FEBRUARY 2014	APPRENTICE	01	\$51,039.27
C1314-0453	MIYOKI CHAN	CONSULTANT SERVICES	CONTINUING	01	\$320.40
C1314-0455	SEAN MCNEELEY	CONSULTANT SERVICES	STUDENT AF	01	\$775.00
C1314-0456	VMA COMMUNICATIONS	MONTHLY BILLABLES FEBRUARY 2014	MARKETING	01	\$3,118.50
C1314-0457	VMA COMMUNICATIONS	MONTHLY MARKETING SERVICES FEBRUARY 2014	MARKETING	01	\$4,000.00
C1314-0458	DEL TERRA CONSTRUCTION GROUP	MANAGEMENT SERVICES AGREEMENT - SOCCER FIELD PROJ	BOND PROJE	42	\$32,151.74
C1314-0460	OPERATING ENGINEERS	OPERATING ENGINEERS TRAINING TRUST FALL 2013	APPRENTICE	01	\$9,135.87
C1314-0461	PMSM ARCHITECTS	ARCHITECTURAL SERVICES SOCCER FIELD RENOVATIONS	BOND PROJE	42	\$7,220.00
C1314-0462	DIVISION OF THE STATE ARCHITEC	DSA PLAN CHECK FEES LOWER TIER STAIRS PROJECT	BOND PROJE	42	\$2,712.50
C1314-0463	DIVISION OF THE STATE ARCHITEC	DSA PLAN CHECK FEES CHILD DEVELOPMENT	BOND PROJE	42	\$500.00
C1314-0464	GDL BEST CONTRACTORS, INC	REMOVE UTILITIES FROM RESTROOM/SHOWER TRAILER	BOND PROJE	42	\$4,100.00
C1314-0465	NILE ADVANCED CONSTRUCTION, IN	CONSTRUCTION SVS BID # 1192 EL MONTE ED CENTER	BOND PROJE	42	\$62,213.00
C1314-0467	LIEBERT CASSIDY WHITMORE	LEGAL SERVICES FEBRUARY 2014	PRESIDENT'	01	\$1,300.50
C1314-0468	ATKINSON,, ANDELSON, LOYA, RUUD	PROFESSIONAL SERVICES FEBRUARY 2014	PRESIDENT'	01	\$918
C1314-0468	ATKINSON, ANDELSON, LOYA, RUUD	PROFESSIONAL SERVICES FEBRUARY 2014	PRESIDENT'	41	\$679.
C1314-0468	ATKINSON, ANDELSON, LOYA, RUUD	PROFESSIONAL SERVICES FEBRUARY 2014	PRESIDENT'	42	\$262.50
C1314-0469	LOUIE ANCON	CONSULTANT SERVICES	STAFF DEVE	01	\$300.00
C1314-0470	F.M. THOMAS AIR CONDITIONING	REPLACE SWAMP COOLER AT CDC KITCHEN	BOND PROJE	42	\$5,275.00

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PO #	Vendor Name	Requisition Information	Order Site	Req Fund	Req Fund
			Code		Order Amt
C1314-0473	ELLUCIAN COMPANY L.P.	ONSITE CONSULTING SERVICES	ACCOUNTING	01	\$7,200.00
C1314-0474	ARBORGATE CONSULTING, INC.	ARBORIST SVS BID #2027 REPLACEMENT RETAINING WALL	BOND PROJE	42	\$750.00
C1314-0475	DOLINKA GROUP, LLC	PROFESSIONAL ANALYSIS OF REDEVELOPMENT PROJ AREAS	ACCOUNTING	41	\$23,750.00
C1314-0476	WEST EDGE ARCHITECTS PETER M.	HOURLY CONSULTING SERVICES	BOND PROJE	42	\$2,103.60
C1314-0477	CAROLYN SIMON	CONSULTANT SERVICES	CONTINUING	01	\$4,968.00
C1314-0478	QUATRO DESIGN GROUP	ARCHITECTURAL SERVICES-OUTDOOR HANDRAIL RE-DESIGN	BOND PROJE	42	\$4,900.00
					=====
					\$679,234.19

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Site: 0568; Req Type(s): REQCON REQBPO REQPO; Req Date between 4/01/
14; Costing between \$250.00 thru \$9,999,999.99

PO #	Vendor Name	Requisition Information	Order Site	Req Fund Code	Req Fund Order Amt
1314-2023	SAN GABRIEL VALLEY NEWSPAPER	LEGAL ADVERTISEMENT FOR BID #2030	BOND PROJE	42	\$3,772.56
1314-2024	SAN GABRIEL VALLEY NEWSPAPER	LEGAL ADVERTISEMENT FOR BID #2028	BOND PROJE	42	\$3,838.80
C1314-0449	DEL TERRA CONSTRUCTION GROUP	CLOSE OUT CERTIFICATION SERVICES	BOND PROJE	42	\$6,450.00
C1314-0450	DEL TERRA CONSTRUCTION GROUP	CLOSEOUT CERTIFICATION SERVICES	BOND PROJE	42	\$8,500.00
C1314-0458	DEL TERRA CONSTRUCTION GROUP	MANAGEMENT SERVICES AGREEMENT - SOCCER FIELD PROJ	BOND PROJE	42	\$32,151.74
C1314-0461	PMSM ARCHITECTS	ARCHITECTURAL SERVICES SOCCER FIELD RENOVATIONS	BOND PROJE	42	\$7,220.00
C1314-0462	DIVISION OF THE STATE ARCHITEC	DSA PLAN CHECK FEES LOWER TIER STAIRS PROJECT	BOND PROJE	42	\$2,712.50
C1314-0463	DIVISION OF THE STATE ARCHITEC	DSA PLAN CHECK FEES CHILD DEVELOPMENT	BOND PROJE	42	\$500.00
C1314-0464	GDL BEST CONTRACTORS, INC	REMOVE UTILITIES FROM RESTROOM/SHOWER TRAILER	BOND PROJE	42	\$4,100.00
C1314-0465	NILE ADVANCED CONSTRUCTION, IN	CONSTRUCTION SVS BID # 1192 EL MONTE ED CENTER	BOND PROJE	42	\$62,213.00
C1314-0470	F.M. THOMAS AIR CONDITIONING	REPLACE SWAMP COOLER AT CDC KITCHEN	BOND PROJE	42	\$5,275.00
C1314-0474	ARBORGATE CONSULTING, INC.	ARBORIST SVS BID #2027 REPLACEMENT RETAINING WALL	BOND PROJE	42	\$750.00
C1314-0476	WEST EDGE ARCHITECTS PETER M.	HOURLY CONSULTING SERVICES	BOND PROJE	42	\$2,103.60
C1314-0478	QUATRO DESIGN GROUP	ARCHITECTURAL SERVICES-OUTDOOR HANDRAIL RE-DESIGN	BOND PROJE	42	\$4,900.00
					=====
					\$144,487.20