I. CALL TO ORDER

A. Call to Order

Ms. Shapiro called the meeting to order at 6:04 p.m.

B. Pledge of Allegiance

Trustee Pacheco led the Pledge of Allegiance

C. Roll Call

All Board members were reported present.

D. Approval of Minutes:

93. On motion of Ms. Garcia, seconded by Student Trustee Laureano, the Board voted unanimously by vote of the five members present (Garcia, Mendez, Pacheco, Santana and Shapiro) to approve the minutes of October 10, 2018.

Student Trustee Advisory Vote was aye.
On motion of Mr. Mendez, seconded by Trustee Santana, the Board voted unanimously by vote of the five members present (Garcia, Mendez, Pacheco, Santana and Shapiro) to approve the minutes of October 24, 2018.

**Student Trustee Advisory Vote was aye.**

**E. Open Communication for Public Comment**

Juana Mora, Oralia Alcorta and Deseray Rivas, all thanked the Board for the Chicano Studies Program offered at Rio Hondo College.

**F. Recognition**

- Mary Ann Pacheco, Representing Trustee Area 3
- Madeline Shapiro, Representing Trustee Area 5

The following elected officials recognized Trustee Pacheco and Trustee Shapiro for their service and accomplishments to the Board of Trustees:

- Office of Senator Dianne Feinstein (Russell Castaneda-Calleros)
- Office of Congresswoman Linda Sanchez (Steven Nagy)
- Office of State Assemblyman Majority Leader Ian Calderon (Ruby Duenas)
- Office of State Assemblymember Cristina Garcia (Russell Castaneda-Calleros)
- Office of State Assemblymember Ed Chau (Russell Castaneda-Calleros)
- Office of County Supervisors Hilda Solis and Janice Hahn (Russell Castaneda-Calleros)
- City of South El Monte (Mayor Gloria Olmos and Mayor Pro Tem Richard Angel)
- City of Whittier Mayor Joe Vinatieri (Russell Castaneda-Calleros)

In addition, members of the Board of Trustees and Superintendent/President Dreyfuss thanked Trustee Pacheco and Shapiro for their service and dedication to the Board of Trustees.

**BREAK**

**II. STUDY SESSION**


**C. Discussion of 2018-2019 Board Goals and Objectives** – Dr. Caroline Durdella and Cecilia Rocha led the discussion of the 2018-2019 Board Goals and Objectives as well as the Board Goals Crosswalk.

**III. CONSENT AGENDA**

On motion of Mr. Mendez, seconded by Ms. Santana, the Board voted unanimously by vote of the five members present (Garcia, Mendez, Pacheco, Santana and Shapiro) to approve the following Consent Agenda, with the exception of item III.A.9.
Student Trustee Advisory Vote was aye.

D. FINANCE & BUSINESS

1. Finance and Business Reports

   
   b. Payroll Warrant Report – Approved the payroll Warrant Report for the month of October 2018
   

2. Authorization for Out of State Travel & Conferences

   Approved the following staff members and those Board members who could attend in the following educational conferences:

   Barbara Salazar to attend the 38th Annual First-Year Experience (FYE) Conference in Las Vegas, NV on February 16-18, 2019.

   Julie Tonkovitch to attend the New Hampshire Art Educators Association Conference in Manchester, NH on October 18-19, 2018


   Public Contract Code 20654 permits community college districts to dispense with competitive bidding in emergency situations under defined circumstances. If the emergency criteria are satisfied, the board may award a contract, or use day labor or force account (the District’s own forces), with the approval of the county superintendent of schools. The governing board must approve the emergency action by unanimous vote.

   Resolution No. 111418 is submitted for immediate repair of the cold water line pipe located at Applied Technology. It needs to be done to permit continuance of student access to their classes and activities and avoiding risk of injury to life or property.

   A proposal was received from Boomer Construction Services, Inc. in the amount not to exceed $20,728.00 to be paid from Bond Funds.

   The Board of Trustees approved Resolution No. 111418, to approve contract with Boomer Construction Services, Inc. in the amount not to exceed $20,728.00 to be paid from Bond Funds and authorized the Administration to execute the appropriate documents on behalf of the District.

4. Approve Acceptance of Department of Education’s Child Care Access Means Students Stay in School (CCAMPIS) Funding Award No. P335A180238
The Federal Dept. of Education has awarded Rio Hondo College's Child Development Center $664,220 for a funding period of Oct. 1, 2018 - Sept. 30, 2022. The funds will be dispersed annually, $166,055 per year. These funds are intended to address the participation of low-income parents in postsecondary education through the provision of campus-based child care services. With this funding, Rio Hondo will subsidize child care costs for Rio's student parents with the college goal of expanding enrollment from 65 children to 105 children, bringing the Center to full capacity. Additionally, this funding will allow for the expansion of programs that assist in parent education and engagement workshops.

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

5. Acceptance of Supplemental Grant – Developing Hispanic-Serving Institutions (DHSI) Title V Program: Avance Project

Rio Hondo College has been awarded a supplemental grant from the United States Department of Education, under its Developing Hispanic-Serving Institutions (DHSI) Title V Program, in the amount of $115,722.00 for a funding period of October 1, 2018 to September 30, 2019.

These funds are to supplement the college’s continuing Title V grant award in order to provide services and resources in the following areas: fostering knowledge of the common rights and responsibilities of American citizenship and civic participation; supporting instruction in financial literacy, markets and economics; and protecting free speech.

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


On October 12, 2018, the Rancho Santiago Community College District (RSCCD) notified Deputy Sector Navigators (DSNs) and host colleges selected for the new program cycle starting in 2018/19, effective November 1, 2018.

RSCCD has given notice and formal notification that Bruce Noble [Deputy Sector Navigator (DSN) Energy Efficiency and Utilities Los Angeles] and Rio Hondo College (as host college) has been selected. Total amount of Grant is $200,000.00 for the term November 1, 2018 through October 31, 2019.

The Board of Trustees approved the DSN appointment as summarized above and authorized the Administration to execute the appropriate documents on behalf of the District.

7. Surplus Notice of DSN Appointment: Deputy Sector Navigator (DSN) Health Los Angeles Region: RSCCD Key Talent Administrator/Fiscal Agent RFA - California Community College Chancellor’s Office Workforce and Economic Grants Division RFA 18-207
On October 12, 2018, the Rancho Santiago Community College District (RSCCD) notified Deputy Sector Navigators (DSNs) and host colleges selected for the new program cycle starting in 2018/19, effective November 1, 2018.

RSCCD has given notice and formal notification that Shari Herzfeld [Deputy Sector Navigator (DSN) Health Los Angeles] and Rio Hondo College (as host college) has been selected. Total amount of Grant is $200,000.00 for the term November 1, 2018 through October 31, 2019.

The Board of Trustees approved the DSN appointment as summarized above and authorized the Administration to execute the appropriate documents on behalf of the District.

8. **Ratification of Resolution No. 111418-A to Approve Increased Funding from the California Department of Education California State Preschool Program Contract No. CSPP-8249 FY 18-19**

On August 8, 2018, the Board of Trustees approved Resolution #080818 to approve funding of Contract No. CSPP-8249 FY 18-19 with a maximum reimbursable amount (MRA) of $262,965.00 for the period July 1, 2018 through June 30, 2019 (Item II.A.22).

The State of California Department of Education (CDE) provides funds for the operation of our preschool. The California State Preschool Program (CSPP) contract funds both full-day and part-day services to eligible children.

Contract No. CSPP-8249 has been amended. The new contract states: new rate of $47.61 per child per day of full-time enrollment and a maximum reimbursable amount (MRA) of $277,226.00 for the period July 1, 2018 through June 30, 2019. The minimum child days of enrollment (CDE) requirement is 5,823 and minimum days of operation (MDO) is 225 days.

The CDE requires that a resolution be approved by the Board of Trustees authorizing the execution of the contract.

The Board of Trustees ratified the resolution approving increased funding from the California Department of Education California State Preschool Program Contract No. CSPP-8249 in the amount not to exceed $277,226.00 and authorized the Administration to execute the appropriate documents on behalf of the District.

9. **Approve Award of Contract: RFP No. 2066 Campus Security and Tram Services – Contact Security Inc. – REMOVED FROM CONSENT AGENDA**

10. **Authorize Use of WSCA-NASPO Master Agreement No. MNWNC-117 Executed by the State of Minnesota with Lenovo – Golden Star Technology Inc. dba GST**

Public Contract Code Section 20652 allows the governing board of any community college district without advertising for bids, and when that board has determined it to be in the best interests of the district, to
authorize by contract, lease, requisition, or purchase order, through any public corporation or agency, including any county, city, town, or district, to lease data-processing equipment, purchase materials, supplies, equipment, automotive vehicles, tractors, and other personal property for the district in the manner in which the public corporation or agency is authorized by law to make the leases or purchases.

The District would like to use the WSCA-NASPO Master Agreement No. MNWMC-117 executed by the State of Minnesota with Lenovo, through Golden Star Technology dba GST as authorized reseller of Lenovo, for the purchase of computer equipment. Cost not to exceed $369,564.70 and to be paid from the Basic Skills Student Outcomes Transformation Grant.

The Board of Trustees authorized the use of the WSCA-NASPO Master Agreement No. MNWMC-117 executed by the State of Minnesota with Lenovo, through Golden Star Technology dba GST as authorized reseller of Lenovo, with a not to exceed amount of $369,564.70 to be paid from Basic Skills Student Outcomes Transformation Grant and authorized Administration to execute the appropriate documents on behalf of the District.

11. Acceptance of Donation: Auxiliary Urban Search and Rescue (USAR) Trailer – City of Vernon

The City of Vernon has offered to donate one (1) unit of Auxiliary Urban Search and Rescue (USAR) Trailer, 2004 Model, License Plate No. 1185668 and with estimated value of $3,000.00 to support firefighting training at Rio Hondo Fire Academy

The Board of Trustees accept the donation of one (1) unit of Auxiliary Urban Search and Rescue (USAR) Trailer from the City of Vernon and authorized the Administration to execute appropriate documents on behalf of the District.


Public Contract Code 20654 permits community college districts to dispense with competitive bidding in emergency situations under defined circumstances. If the emergency criteria are satisfied, the board may award a contract, or use day labor or force account (the District’s own forces), with the approval of the county superintendent of schools. The governing board must approve the emergency action by unanimous vote.

Resolution No. 111418-B is submitted for immediate repair of the Roof at the Science Building. It needs to be done to permit continuance of student access to their classes and activities and avoiding risk of injury to life or property.

A proposal was received from PIN Roofing in the amount not to exceed $63,355.00 to be paid from Bond Funds.

The Board of Trustees approved Resolution No. 111418-B, approve contract with PIN Roofing in the amount not to exceed $63,355.00 to be
paid from Bond Funds and authorized the Administration to execute the appropriate documents on behalf of the District.

13. **Student Field Placement Agreement (Internship): Kinesiology – CSU Long Beach**

On April 12, 2017, the Board of Trustees approved Consent Agenda item II.A.8 to participate on the agreement of the California Community Colleges Technology Center at Butte - Glen Community College District with Hobson’s.

The Agenda was presented with a not to exceed amount of $93,130.80.

Additional amount of $1,095.06 is needed to be included on this service.

The revised not to exceed amount should be $94,225.86 ($93,130.80 + $1,095.06).

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

14. **Resolution No. 111418-C Hot Water Pipe Leak Verification at Various Locations on Campus: Boomer Construction Services Inc.**

Public Contract Code 20654 permits community college districts to dispense with competitive bidding in emergency situations under defined circumstances. If the emergency criteria are satisfied, the board may award a contract, or use day labor or force account (the District’s own forces), with the approval of the county superintendent of schools. The governing board must approve the emergency action by unanimous vote.

Resolution No. 111418-C is submitted for verification of Hot Water Pipe Leaks at Various Locations on Campus. Verification of the leaks will enable immediate repair of the hot water pipe; which is critical in supplying hot water and comfort heating to the District. It also needs to be done to permit continuance of student access to their classes and activities and avoiding risk of injury to life or property.

A proposal was received from Boomer Construction Services Inc. in the amount not to exceed $45,637.00 and to be paid from Bond Funds.

The Board of Trustees approve Resolution No. 111418-C contract with Boomer Construction Services, Inc. in the amount not to exceed $45,637.00 to be paid from Bond Funds and authorized the Administration to execute the appropriate documents on behalf of the District.

15. **Approve Purchase Parts of Incoming Water Supply Pressure Regulators for Various Sites – Plumbing and Industrial Supply**

There are five (5) Incoming Water Supply Pressure Regulators that needs to be replaced within the District.
Plumbing and Industrial Supply submitted a proposal for the purchase of the five (5) Incoming Water Supply Pressure Regulators parts in the amount not to exceed $14,711.29 to be paid from Bond Funds.

The proposal has been reviewed by District staff and the College administration and has been deemed acceptable.

The Board of Trustees approved the purchase parts of Incoming Water Supply Pressure Regulators from Plumbing and Industrial Supply in the amount not to exceed $14,711.29 to be paid from Bond Funds and authorized the Administration to execute appropriate documents on behalf of the District.

16. **Approve Installation of Incoming Water Supply Pressure Regulators for Various Sites – Boomer Construction Services Inc.**

There are five (5) Incoming Water Supply Pressure Regulators that needs to be replaced within the District.

Boomer Construction Services Inc. submitted a proposal for the installation of the five (5) Incoming Water Supply Pressure Regulators in the amount not to exceed $6,292.00 to be paid from Bond Funds.

The proposal has been reviewed by District staff and the College administration and has been deemed acceptable.

The Board of Trustees approved the contract for installation of Incoming Water Supply Pressure Regulators with Boomer Construction Services Inc. in the amount not to exceed $6,292.00 to be paid from Bond Funds and authorized the Administration to execute appropriate documents on behalf of the District.

17. **Approve Education Training Agreement: Dignity Health**

The Health Science Nursing Department is requesting approval of an education training agreement with Dignity Health in providing clinical experience for students. The term begins November 15, 2018 and continues through November 14, 2020.

The Board of Trustees approved the education training agreement with Dignity Health as presented above and authorized Administration to execute the appropriate documents on behalf of the District.

18. **Ratification of Institution Participation Agreement: California Community Colleges Technology Center at Butte - Glenn Community College District with Ex Libris (USA) FYI: Inc.: Library Services Platform Project**

The District would like to be a participating institution on the Institution Participating Agreement (IPA) signed between Butte-Glenn Community College District on behalf of its sponsored program, the California Community Colleges Technology Center, acting as fiscal agent on behalf of the California Community Colleges Chancellor’s Office and Ex Libris (USA) Inc. for the Library Services Platform Project.
Participation on the IPA for the period January 2019 through December 2020 will be at no cost to the District.

The Board of Trustees ratified the District’s Institution Participation Agreement with Butte-Glenn Community College District and Ex Libris (USA) Inc. and authorized the Administration to execute contracts on behalf of the District.

19. Authorize Use of Piggyback Agreement LACCD-AV #40366 Executed by Los Angeles Community College District and CMAS Contract 3-16-70-238B - Golden Star Technology Inc. dba GST

Public Contract Code Section 20652 allows the governing board of any community college district without advertising for bids, and when that board has determined it to be in the best interests of the district, to authorize by contract, lease, requisition, or purchase order, through any public corporation or agency, including any county, city, town, or district, to lease data-processing equipment, purchase materials, supplies, equipment, automotive vehicles, tractors, and other personal property for the district in the manner in which the public corporation or agency is authorized by law to make the leases or purchases.

The District would like to use the LACCD-AV #40366 contract with the Los Angeles Community College District and CMAS Contract 3-16-70-238B with Extron, through Golden Star Technology dba GST as authorized reseller, for the purchase of Audio-Visual equipment and installation services. Cost not to exceed $148,885.54 and to be paid from the Basic Skills Student Outcomes Transformation Grant.

The Board of Trustees authorized the use of the LACCD-AV #40366 contract with the Los Angeles Community College District and CMAS Contract 3-16-70-238B with Extron, through Golden Star Technology dba GST as authorized reseller, for the purchase of Audio-Visual equipment and installation services. Cost not to exceed $148,885.54 and to be paid from the Basic Skills Student Outcomes Transformation Grant and authorized Administration to execute the appropriate documents on behalf of the District.

20. Approve Memorandum of Understanding (MOU) Revenue – Continuing Education Classes: City of South El Monte

The Continuing Education Department would like to have an MOU with City of South El Monte to partner in helping adult students continue their journey of lifelong learning by attending continuing education courses, such as, Physical Fitness and Painting for Older Adults.

Term is from January 1, 2019 through December 31, 2021.

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

21. Apprenticeship Instructors – Operating Engineers Training Trust

The Rio Hondo Community College District (District) and the Operating
Engineers Training Trust have entered into an apprenticeship agreement to provide instruction. The instructors will be employed by the District, and the Operating Engineers Training Trust will provide for the instructors salary and benefits. The Administration is recommending the employment of the following for fiscal year 2018/2019:

Aguirre, James  Brierly, Michael  Buchreiter, Frank  
Chambers, Norris  Corbin, Ben  Edwards, Ronnie  
Forrest, Bryan  Heyworth, Kenneth  Hopcus, John  
Johnson, Larry  Kayl, David  Morris, Joseph  
Ray, William  Nighthingale, James  Rivers, Michael  
Rose, Richard  Sandberg, Daryl  Smoot, Jason  
Zych, Jon

The Board of Trustees approve the employment of the Operating Engineers Training Trust instructors listed above under the terms outlined above, and authorize the Administration to execute appropriate documents on behalf of the District.

22. **Apprenticeship Instructors – Southern California Carpentry Joint Apprenticeship and Training Committee and/or Southwest Carpenters Training Fund**

The Rio Hondo Community College District (District) and the Southern California Carpentry Joint Apprenticeship and Training Committee and/or Southwest Carpenters Training Fund have entered into an apprenticeship agreement to provide instruction. The instructors will be employed by the District, and the Southern California Carpentry Joint Apprenticeship and Training Committee and/or Southwest Carpenters Training Fund Program will provide for the instructor’s salary and benefits. The Administration is recommending the employment of the following for fiscal year 2018/2019:

Facic, Frank  Burrow, David  
Rodriguez, Thomas  Huggins, Jack  
Linehan, James  Najera, Manuel  
Johnson, Mark  Barlow, John  
Carbajal, Carlos  Padilla, Jacob  
Thompson, William

The Board of Trustees approved the employment of the Southern California Carpentry Joint Apprenticeship and Training Committee and/or Southwest Carpenters Training Fund instructors listed above under the terms outlined above, and authorized the Administration to execute appropriate documents on behalf of the District.

23. **Apprenticeship Instructors – Heat and Frost Insulators and Asbestos Workers Joint Apprenticeship Committee**

The Rio Hondo Community College District (District) and the Heat and Frost Insulators and Asbestos Workers Joint Apprenticeship Committee have entered into an apprenticeship agreement to provide instruction. The instructors will be employed by the District, and the Heat and Frost Insulators and Asbestos Workers Joint Apprenticeship Committee will provide for the instructor’s salary and benefits. The Administration is recommending the employment of the following instructors for fiscal year 2018/2019:
The Board of Trustees approved the employment of the Heat and Frost Insulators and Asbestos Workers Joint Apprenticeship Committee instructors listed above under the terms outlined above, and authorized the Administration to execute appropriate documents on behalf of the District.

24. **Continuing Education**

   a. Yi-Ping Wang – To provide a Digital Camera and Smart Phone Workshop. Are you intimidated by all those buttons and dials on the camera? Do you know there are more functions than just touch the button on your smartphone? Learn the basic photography theory and understand how cameras work with a simple logical way to make the most out of its settings. Topics include photo-composition, close-up, built in flash, white balance, depth of field and many more. Dates of service: November 16, 2018 – June 30, 2019. Payment will be split 60% to Rio Hondo College and 40% to the consultant.

   b. Sheena Monique Castillo – To provide Ballet Classes for children & Adults. Students will be introduced to ballet and an enhancement in coordination, balance & flexibility. Students will learn proper form in basic ballet positions, steps and terminology through exercises performed at the barre & center floor consistent with traditional ballet training. Dates of service: November 15, 2018 – June 30, 2019. Payment will be split 60% to Rio Hondo College and 40% to the consultant.

25. **Consultants**

   a. Michael Chang – To provide a Motion Graphics Video Service to create two (2) videos to highlight Rio Hondo College Business Division Computer Information Technology Department focusing on Cybersecurity Program. Schedule of two (2) payments. Payment #1 $2,500 mid-way progress payment #2 $7,500 for completion of video 1 & 2. Dates of service: November 15, 2018 – June 30, 2019. Cost not to exceed $10,000.00 from Strong Workforce Regional Round II Grant.

   b. Phase Two Advisory – To provide a workshop for Spring FLEX Day on Guided Pathways. Date of service: January 25, 2019. Cost not to exceed $5,700.00 from Staff Development ($2,500) and Guided Pathways ($3,200).

   c. First Capitol Consulting, Inc. – To provide 2018 Affordable Care Act Services, First Capitol to provide services for IRS Schedules 1094C/1095C Codes Analysis, Preparation, Filing and Submission of IRS Schedules 1094C/1095C to the IRS for 2018-year reporting. Dates of service: January 1, 2019 – December 31, 2019. Cost not to exceed $7,000.00 from H.R. Diversity Fund.

   d. Mark Williams Clean Energy and Environmental Consulting, LLC – To develop modules to be utilized in High School science classes that include: theoretical concepts and laboratory activities to be integrated into appropriate classes. Curriculum developed will focus on the sectors identified in LA County. Dates of service: November 15, 2018 – June 30, 2019. Cost not to exceed $40,000 from Round 2-Strong Workforce Regional Grant.
e. Irene Chavez – To provide mental health awareness training and follow up services. Dates of service: November 15, 2018 to June 30, 2019. Cost not to exceed $4,800.00 from CCC Mental Health Services Grant.

f. Lola Martin – To provide mental health awareness training and follow up services. Dates of service: November 15, 2018 to June 30, 2019. Cost not to exceed $4,800.00 from CCC Mental Health Services Grant.

g. Harriett Stares – To provide mental health awareness training and follow up services. Dates of service: November 15, 2018 to June 30, 2019. Cost not to exceed $4,800.00 from CCC Mental Health Services Grant.

B. PERSONNEL

1. Academic

a. Special Assignments, Fall 2018
   English and Reading faculty, will create two modules each for a Canvas shell housing materials and activities for the Reading support course (1.5 units) that will supplement the new AB705 English composition courses. Faculty will be paid a stipend of up to $750/each, which will be paid out of the Basic Skills Student Success Transformation Grant and the Basic Skills Pilot Partnership Grant. This work is outlined in the AB705 work plan for Fall 2018.

   BELL, Sharon, Communications and Languages
   BOVE, Gina, Communications and Languages
   CURLEE, Karleen, Communications and Languages
   ECKSTROM, Marie, Communications and Languages

   The faculty below will be paid a one-time stipend of $2,500.00 to develop curriculum in the Computer Information Technology department and to get it approved locally. They will be paid through SWP Local Grant Funds. Their dates of service will be 11/15/18 – 12/7/18

   HARLOW, Brenda, Business
   RIOS, Rodolfo, Business

b. PART-TIME, Fall 2018

   Communications and Languages

   SCHAFFNER, Kristin

c. PART-TIME, Spring 2019

   Business
   RODRIGUEZ, Juan
   WIEGLIN, Bryce

   Math, Sciences and Engineering

   CHIEN, Gwendoline

c. Hourly as Needed, 2018 – 2019

   Health Science and Nursing

   Strong Workforce Grant, Coordinator
BIESEMeyer, Gail

Personal and Academic Support Services (PASS)

Sandoval, Flor

Public Safety

Villegas, Sigfredo (Fall only)

3. Classified

a. Employment, 2018

Boies, Joshua, Fire Academy Training and Operations Specialist, 100%, 12 months, Public Safety, effective November 19, 2018.

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

Angel, Lizbeth, Children’s Center Aide, 37.5%, 11.5 months, Child Development Center, effective November 1, 2018

Barrios, Jessica, Financial Aid Assistant, 100%, 12 months, Financial Aid, effective October 23, 2018

Campos, Mayra, Student Services Assistant, 100%, 12 months, Counseling/Outreach, effective October 8, 2018

Pastor, Maria, Children’s Center Aide, 37.5%, 11.5 months, Child Development Center, effective November 1, 2018

Vargas, Patricia, Children’s Center Aide, 37.5%, 11.5 months, Child Development Center, effective November 7, 2018

Substitutes, 2018 – 2019

Hernandez, Griselda, Clerk Typist III, Disabled Students Program and Services, effective October 22, 2018

Landeros, Desiree, Secretary, Financial Aid, effective October 8, 2018

b. Transfer

Bernache, Sue, from Clerk Typist III, 75%, 12 months in Behavioral and Social Sciences, to Clerk Typist III, 100%, 12 months in Communication and Languages, effective October 22, 2018

c. Retirement

Friederickson, Suzanne, Instructional High Tech Access Microcomputer Lab Technician, Disabled Students Program and Services. Her last day of employment will be December 27, 2018, with her first day of retirement being December 28, 2018.
PEREZ, Teresa, Instructional Assistant-Communications, South Whittier, Educational Center. Her last day of employment will be December 30, 2018, with her first day of retirement being December 31, 2018.

d. Resignation

BELMONTES, Macario, Custodian, 100%, Facilities Services. His last day of employment was November 9, 2018.

4. Unrepresented, (AP 7130), 2018-19

a. Employment, 2018–2019

Communications and Languages

Tutors II
PHAM, Hai Ngoc RODRIGUEZ, Gabriela

EOPS/CARE

Student Success Coach II
ANAYA JURADO, Laura

Volunteers, 2018 – 2019

ESKO, Paul, Kinesiology, Dance and Athletics
GONZALEZ, Moises, Math, Sciences and Engineering
THOMAS, Myles, Kinesiology, Dance and Athletics

C. ACADEMIC AFFAIRS

1. Curriculum Items

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

a. New Credit Course that is Part of an Existing Program

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

AET 125: Energy Storage Systems
(Career and Technical Education)
Degree Applicable; (3 Units)

Justification: This new course was requested by the Advisory Committee members to make the Alternative Energy Technology program align with current industry trends and job outlook.

AET 126: Solar PV Technical Sales
(Career and Technical Education)
Degree Applicable; (3 Units)

Justification: The proposal of the new course was made and approved by the Alternative Energy advisory committee members during the
meeting held on February 23, 2018. It will be part of the Certificate of Achievement and Associate of Science degree in Alternative Energy.

**AET 183: Energy Management Systems**  
(Career and Technical Education)  
Degree Applicable; (3 Units)  
**Justification:** This program was requested by the advisory committee and was developed in response to the nation's ever-increasing demand for energy and the growing need for highly trained energy workers who seek advancement in their careers.

**CIT 139: Linux I**  
(Business)  
Degree Applicable; (3 Units)  
**Justification:** Linux is the most prevalent operating system used in information technology enterprises. It is also the operating system most widely used for devops/cloud applications. Rio Hondo has become a Red Hat Academy, as Red Hat is the most widely used subscription-based Linux distribution in the United States. This course is not only essential for the new devops/cloud program but in and of itself provides students with skills to immediately become marketable in the information technology industry.

**CIT 140: Linux II**  
(Business)  
Degree Applicable; (3 Units)  
**Justification:** Linux is the most prevalent Operating System used in Information Technology enterprises. It is also the Operating System most widely used for devops/cloud applications. Rio Hondo has become a Red Hat Academy, as Red Hat is the most widely used subscription based Linux distribution in the United States. This course is not only essential for the new devops/cloud program but in and of itself provides students with skills to immediately become marketable in the information technology industry.

**CS 142: Computer Architecture and Organization**  
(Business)  
Degree Applicable; (3 Units)  
**Justification:** In an effort to provide students a clear pathway into a Computer Science program, an Associate Degree for Transfer will be offered. The Academic Senates for California Community Colleges and California State University decided to develop a faculty-led, state-wide, concerted effort to identify the course content for an associate degree for transfer which will award students an associate degree and prepare them for special benefits/guarantees upon transfer to a CSU. This course is part of the Transfer Model Curriculum (C-ID: COMP-142) for the Computer Science AS-T and is one of the courses in the sequence of courses that is compliant with the standards of the Association for Computing Machinery (ACM).

**CS 152: Discrete Structures**  
(Business)  
Degree Applicable; (3 Units)
**Justification:** In an effort to provide students a clear pathway into a Computer Science program, an Associate Degree for Transfer will be offered. The Academic Senates for California Community Colleges and California State University decided to develop a faculty-led, state-wide, concerted effort to identify the course content for an associate degree for transfer which will award students an associate degree and prepare them for special benefits/guarantees upon transfer to a CSU/UC. This course is part of the CSU/UC Transfer Model Curriculum (C-ID: COMP-152) and is one of the courses in a sequence of courses that is compliant with the standards of the Association for Computing Machinery (ACM).

**EDEV 151: Career Exploration and Life Planning**  
(Educational Development)  
Degree Applicable; (3 Units)  
**Justification:** The goal of this class is to give students a comprehensive understanding of career and life development including career and major decision-making. In addition, this course meets the Lifelong Learning and Self-Development general education requirement for students transferring to a CSU.

**ENGL 104: Tutorial Skills in Composition**  
(Communications and Languages)  
Degree Applicable; (0.50 Units)  
**Justification:** Tutors and coaches untrained in the writing process frequently confuse proofreading, editing, and ghost writing with tutoring. Helping students improve their own writing is a teachable skill. Prospective tutors will learn various methods and techniques designed to assist and empower students in improving their writing.

**HET 121: Introduction to Heavy Equipment Maintenance**  
(Career and Technical Education)  
Degree Applicable; (3 Units)  
**Justification:** This course is one of the four courses required for the new Certificate of Achievement in Heavy Equipment Maintenance Technician that is currently under development at the recommendation and approval of the heavy equipment advisory committee members. Its purpose is increasing the employment opportunities of those students that will successfully complete all four classes, which could be accomplished in one year. Heavy equipment machinery is used in a variety of industries such as material handling, construction, transportation, and power generation, and in places such as municipalities, counties, fire departments, contractor's warehouses, rental equipment yards, parks and recreation, and many others. The students acquiring the skills necessary to service this kind of equipment will be prepared for employment as a maintenance technician in the heavy equipment field.

**HET 122: Introduction to Heavy Equipment Electrical and Diagnostics Procedures**  
(Career and Technical Education)  
Degree Applicable; (3 Units)  
**Justification:** This course is one of the four courses required for the new Certificate of Achievement in Heavy Equipment Maintenance
Technician that is currently under development at the recommendation and approval of the heavy equipment advisory committee members. Its purpose is increasing the employment opportunities of those students that will successfully complete all four classes, which could be accomplished in one year. Heavy equipment machinery is used in a variety of industries such as material handling, construction, transportation, and power generation, and in places such as municipalities, counties, fire departments, contractor’s warehouses, rental equipment yards, parks and recreation, and many others. The students acquiring the skills necessary to service this this kind of equipment will be prepared for employment as a maintenance technician in the heavy equipment field.

**HET 123: Introduction to Heavy Equipment Mobile Hydraulics**  
(Career and Technical Education)  
Degree Applicable; (3 Units)  
**Justification:** This course is one of the four courses required for the new Certificate of Achievement in Heavy Equipment Maintenance Technician that is currently under development at the recommendation and approval of the heavy equipment advisory committee members. Its purpose is increasing the employment opportunities of those students that will successfully complete all four classes, which could be accomplished in one year. Heavy equipment machinery is used in a variety of industries such as material handling, construction, transportation, and power generation, and in places such as municipalities, counties, fire departments, contractor’s warehouses, rental equipment yards, parks and recreation, and many others. The students acquiring the skills necessary to service this kind of equipment will be prepared for employment as a maintenance technician in the heavy equipment field.

**HET 124: Introduction to Heavy Equipment Powertrains**  
(Career and Technical Education)  
Degree Applicable; (3 Units)  
**Justification:** This course is one of the four courses required for the new Certificate of Achievement in Heavy Equipment Maintenance Technician that is currently under development at the recommendation and approval of the heavy equipment advisory committee members. Its purpose is increasing the employment opportunities of those students that will successfully complete all four classes, which could be accomplished in one year. Heavy equipment machinery is used in a variety of industries such as material handling, construction, transportation, and power generation, and in places such as municipalities, counties, fire departments, contractor’s warehouses, rental equipment yards, parks and recreation, and many others. The students acquiring the skills necessary to service this kind of equipment will be prepared for employment as a maintenance technician in the heavy equipment field.

b. **Unit/Hour Change**

**ACCT 109: Volunteer Income Tax Assistance Program II**  
**Hour Change:** From: 54 Lab/ 54 Total Hours  
To: 9 Lecture/ 27 Lab/ 36 Total Hours
CIT 131: Windows Server Active Directory  
Hour Change: From: 36 Lecture/ 54 Lab/ 90 Total Hours  
To: 45 Lecture/ 27 Lab/ 72 Total Hours  

CIT 133: Windows Server Applications Infrastructure  
Hour Change: From: 36 Lecture/ 54 Lab/ 90 Total Hours  
To: 45 Lecture/ 27 Lab/ 72 Total Hours  

c. New Program  
Certificate of Achievement – Entrepreneurial Graphic Design  
(21 Units)  

ITEM REMOVED FROM CONSENT AGENDA  

A. FINANCE & BUSINESS  

9. Approve Award of Contract: RFP No. 2066 Campus Security and Tram Services  
– Contact Security Inc. – REMOVED FROM CONSENT AGENDA  

96. On motion of Ms. Garcia, seconded by Ms. Santana, the Board voted unanimously by  
vote of the five members present (Garcia, Mendez, Pacheco, Santana, and Shapiro) to  
approve award of RFP No. 2066 – Campus Security and Tram Services to Contact Security,  
Inc. in the amount not to exceed $2,357,185.56 to be paid from General and Parking Funds  
from December 1, 2018 through September 30, 2022 and authorized the Administration to  
execute appropriate documents on behalf of the District.  

On August 3, 2018, RFP No. 2066 Campus Security and Tram Services  
was sent to seven (7) firms.  

On September 14, 2018, six (6) proposals were received as follows:  

1. Absolute Security, El Monte, CA ($2,878,467.44)  
2. Alltech Industries, Inc., Monterey Park, CA (Non-Responsive)  
3. Contact Security, Inc., Brea, CA ($2,357,591.46)  
4. GSG Protective Services, Upland, CA (Non-Responsive)  
5. Securitas Security Services USA, Inc., Long Beach, CA  
   ($2,736,185.56)  

Based on the proposals received, staff recommends award of contract to  
Contact Security, Inc. with a not to exceed amount of $2,357,185.56 to  
be paid from General and Parking Funds.  

Term is from December 1, 2018 through September 30, 2022 with two  
(2) annual renewal options.  

The Board of Trustees approved award of RFP No. 2066 - Campus  
Security and Tram Services to Contact Security, Inc. in the amount not to  
exceed $2,357,185.56 to be paid from General and Parking Funds from  
December 1, 2018 through September 30, 2022 and authorized the  
Administration to execute appropriate documents on behalf of the District.
IV. ACTION ITEMS

A. FINANCE AND BUSINESS

1. Appointment or Reappointment to Rio Hondo College Citizens Oversight Committee

On motion of Mr. Mendez, seconded by Ms. Santana, the Board voted unanimously by vote of the five members present (Garcia, Mendez, Pacheco, Santana, and Shapiro) to approve the reappointment of Josefina Canchola and Margie Rodriguez representing Trustee Gary Mendez for a two-year term to the Rio Hondo College Citizens Oversight Committee.

V. INFORMATION ITEMS

1. Building Program Update – Moved to next month.
2. 2018 Board of Trustees Calendar of Events (See attached).
3. Revision of Administrative Procedure 3720 Computer and Network Use (See attached).

VI. STAFF AND BOARD COMMENTS

• Board Development Reporting

VII. CLOSED SESSION

Ms. Shapiro recessed the meeting to closed session at 8:58 p.m. and announced that the following items would be discussed in closed session:

Pursuant to Section 54957

• PUBLIC EMPLOYEE EMPLOYMENT
  o Grant Manager Strong Workforce

On motion of Ms. Garcia, seconded by Ms. Santana, the Board voted unanimously by vote of the five members present (Garcia, Mendez, Pacheco, Santana, and Shapiro) to approve Margaret Fernandez, as Grant Manager, Strong Workforce.

  o Full Time, Math Instructor (Tenure Track)

On motion of Mr. Mendez, seconded by Ms. Garcia, the Board voted unanimously by vote of the five members present (Garcia, Mendez, Pacheco, Santana, and Shapiro) to approve Marissa Berru-licon, as Full Time, Math Instructor.

• PUBLIC EMPLOYEE DISCIPLINE / DISMISSAL / RELEASE

Pursuant to Section 54957.6:

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

  Tentative Agreement Between the Rio Hondo College Faculty Association (RHCFA) and Rio Hondo Community College District
To ratify the tentative agreement between the Rio Hondo College Faculty Association (RHCFA) and the Rio Hondo Community College District, dated November 9, 2018, regarding a 3-year successor agreement for years 2019-2020, 2020-2021 and 2021-2022.

The Board of Trustees ratified the tentative agreement between the Faculty Association (RHCFA) and the Rio Hondo Community College District dated, November 9, 2018, regarding a 3-year successor agreement for years 2019-2020, 2020-2021 and 2021-2022.

100. On motion of Ms. Pacheco, seconded by Ms. Shapiro, the Board voted unanimously by vote of the five members present (Garcia, Mendez, Pacheco, Santana, and Shapiro] to approve Marissa Berru-licon, as Full Time, Math Instructor

VIII. ADJOURNMENT

101. On motion of Ms. Pacheco, seconded by Ms. Garcia, the Board voted unanimously by vote of the five members present (Garcia, Mendez, Pacheco, Santana, and Shapiro] to adjourn the meeting at 9:30 p.m. in memory of Dr. Francisco Hidalgo who served in the Citizens Oversight Committee, Antonio Gonzalez, who was Executive Director of the Southwest Voter Registration Education Project, and Leo Estrada, UCLA Urban Planning Program and announced the date of the next meeting:

- Next Board Meeting – Wednesday, December 12, 2018, 6:00 p.m. – Annual Reorganization and Election of Board Officers.
<table>
<thead>
<tr>
<th>JANUARY - 2018</th>
<th>January 1</th>
<th>HOLIDAY – COLLEGE CLOSED</th>
<th>TEEP in Taiwan</th>
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<tr>
<td></td>
<td>January 10</td>
<td>Regular Board Meeting</td>
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<td>January 16</td>
<td>HOLIDAY – COLLEGE CLOSED</td>
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<td>January 24</td>
<td>Board Retreat</td>
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<td>January 26</td>
<td>FLEX DAY</td>
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<td>January 26-28</td>
<td>CCLC Effective Trusteeship and Board Chair Workshop</td>
<td>Sheraton Grand, Sacramento</td>
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<td>January 28-29</td>
<td>CCLC Annual Legislative Conference</td>
<td>Sheraton Grand, Sacramento</td>
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<td>FEBRUARY</td>
<td>February 21</td>
<td>Regular Board Meeting</td>
<td>Washington, DC</td>
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<td>February 11-14</td>
<td>ACCT Legislative Summit</td>
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<td>February 16-19</td>
<td>HOLIDAY – COLLEGE CLOSED</td>
<td>South El Monte City Council</td>
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<td>February 27</td>
<td>State of the College Presentation</td>
<td>Whittier City Council</td>
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<td>MARCH</td>
<td>March 13</td>
<td>State of the College Presentation</td>
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<td>March 14</td>
<td>Regular Board Meeting</td>
<td>Prop 39 Projects</td>
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<td>March 26-30</td>
<td>SPRING BREAK-COLLEGE CLOSED</td>
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<td>APRIL</td>
<td>April 11</td>
<td>Regular Board Meeting</td>
<td>Superintendent/President Evaluation Process &amp; Review of Instrument</td>
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<td>Educational Centers</td>
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<td>MAY</td>
<td>May 4-6</td>
<td>CCLC Annual Trustees Conference</td>
<td>Hyatt Regency Valencia</td>
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<td>Date Range</td>
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<td>October 24-27</td>
<td>ACCT Leadership Congress</td>
<td>New York City</td>
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<td>November 12</td>
<td>HOLIDAY – COLLEGE CLOSED</td>
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<td>November 14</td>
<td>Regular Board Meeting</td>
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<td>November 15-17</td>
<td>CCLC Annual Convention</td>
<td>Rancho Mirage, CA</td>
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<td>November 22-23</td>
<td>HOLIDAY – COLLEGE CLOSED</td>
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<td>November 28</td>
<td>Special Board Meeting</td>
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<td>December 12</td>
<td>Regular Board Meeting</td>
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<td>Swearing in New and Re-elected</td>
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<td>Board Members Annual Organization/Election of</td>
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<td>Officers</td>
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<td>Dec. 25 – Jan 1</td>
<td>Winter Break – College Closed</td>
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- Institutional Goals
- Approval of Board Goals 2018-2019
- Presidential Search Update
- Bond and Financial Audit
The District computer and network systems are the sole property of Rio Hondo Community College District. They may not be used by any person without the proper authorization of the District. Users of the computer and network systems are expected to use the resources responsibly.

This procedure applies to anyone granted use of District information resources. This procedure refers to all District information resources whether individually controlled or shared, stand-alone or networked. It applies to all computer and computer communication facilities owned, leased, operated, or contracted by the District. This includes personal computers, workstations, mainframes, minicomputers, and associated peripherals, software and information resources, regardless of whether used for administration, research, teaching or other purposes.

Conditions of Use – Individual units within the District may define additional conditions of use for information resources under their control. These statements must be consistent with this overall procedure but may provide additional detail, guidelines, and/or restrictions.

Legal Process – This procedure exists within the framework of the District Board Policy, state and federal laws, and employee bargaining agreements. A user of District information resources who is found to have violated any of these policies may be subject to disciplinary action, up to and including but not limited to loss of information resources privileges; disciplinary suspension or termination from employment or expulsion; and/or civil or criminal legal action, as per Board Policy 7360 or Board Policy 7365.

Copyrights and Licenses – Computer users must respect copyrights and licenses to software and other online information.

Copying - Software protected by copyright may not be copied except as expressly permitted by the owner of the copyright or otherwise permitted by copyright law. Protected software may not be copied into, from, or by any District facility or system, except pursuant to a valid license or as otherwise permitted by copyright law.

Number of Simultaneous Users - The number and distribution of copies must be handled in such a way that the number of simultaneous users in a department does not exceed the number of original copies purchased by that department, unless otherwise stipulated in the purchase contract.

Copyrights - In addition to software, all other copyrighted information (text, images, icons, programs, etc.) retrieved from computer or network resources must be used in conformance with applicable copyright and other law. Copied material must be properly attributed. Plagiarism of computer information is prohibited in the same way that plagiarism of any other protected work is prohibited.

Integrity of Information Resources – Computer users must respect the integrity of computer-based information resources.

Modification or Removal of Equipment - Computer users must not attempt to modify or remove computer equipment, software, or peripherals that are owned by others without proper authorization.
VII. Unauthorized Use – Computer users must not interfere with others access and use of the District computers. This includes but is not limited to the following: the sending of chain letters or excessive messages, either locally or off-campus; printing excess copies of documents, files, data, or programs, running grossly inefficient programs when efficient alternatives are known by the user to be available; unauthorized modification of system facilities, operating systems, or disk partitions; attempting to crash or tie up a District computer or network; and damaging or vandalizing District computing facilities, equipment, software or computer files.

VIII. Unauthorized Programs – Computer users must not intentionally develop or use programs which disrupt other computer users or which access private or restricted portions of the system, or which damage the software or hardware components of the system. Computer users must ensure that they do not use programs or utilities that interfere with other computer users or that modify normally protected or restricted portions of the system or user accounts. The use of any unauthorized or destructive program will result in disciplinary action as provided in this procedure, and may further lead to civil or criminal legal proceedings.

IX. Unauthorized Access – Computer users must not seek to gain unauthorized access to information resources and must not assist any other persons to gain unauthorized access.

X. Abuse of Computing Privileges – Users of District information resources must not access computers, computer software, computer data or information, or networks without proper authorization, or intentionally enable others to do so, regardless of whether the computer, software, data, information, or network in question is owned by the District. For example, abuse of the networks to which the District belongs or the computers at other sites connected to those networks will be treated as an abuse of District computing privileges.

XI. Reporting Problems – Any defects discovered in system accounting or system security must be reported promptly to the appropriate system administrator so that steps can be taken to investigate and solve the problem.

XII. Password Protection – A computer user who has been authorized to use a password-protected account may be subject to both civil and criminal liability if the user discloses the password or otherwise makes the account available to others without permission of the system administrator.

XIII. Usage – Computer users must respect the rights of other computer users. Attempts to circumvent these mechanisms in order to gain unauthorized access to the system or to another person’s information are a violation of District procedure and may violate applicable law. “All Staff Email” is restricted to relevant college business and other announcements subject to the provisions of this and other Rio Hondo policies and administrative procedures.

XIV. Unlawful Messages – Users may not use electronic communication facilities to send defamatory, fraudulent, harassing, obscene, threatening, or other messages that violate applicable federal, state, or other law or District policy, or which constitute the unauthorized release of confidential information.
XV. **Commercial Usage** – Electronic communication facilities must not be used to transmit commercial or personal advertisements, solicitations, or promotions. Some public discussion groups have been designated for selling items by using bulletin boards and may be used appropriately, according to the stated purpose of the group(s).

XVI. **Information Belonging to Others** – Users must not intentionally seek or provide information on, obtain copies of, or modify data files, programs, or passwords belonging to other users, without the permission of those other users.

Rights of Individuals - Users must not release any individual’s (student, faculty, and staff) personal information to anyone without proper authorization.

User identification - Users shall not send communications or messages anonymously or without accurately identifying the originating account or station.

XVII. **Political, Personal and Commercial Use** – The District is a non-profit, tax-exempt organization and, as such, is subject to specific federal, state, and local laws regarding sources of income, political activities, use of property, and similar matters.

Political Use - District information resources must not be used for partisan political activities where prohibited by federal, state, or other applicable laws.

Personal Use - The primary function of District information resources is for appropriate District functions. Occasional personal use of District information resources is permitted as long as such usage does not interfere with one’s normal job responsibilities.

Commercial Use - District information resources should not be used for commercial purposes. Users are also reminded that the “.cc” and “.edu” domains on the Internet have rules restricting or prohibiting commercial use, and users may not conduct activities not authorized within those domains.

XVIII. **Nondiscrimination** – All users have the right to be free from any conduct connected with the use of the Rio Hondo Community College District network and computer resources which discriminates against any person on the basis of origin, religion, age, sex (gender), race, color, medical condition, ancestry, sexual orientation, marital status, physical or mental disability, 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. No user shall use the District network and computer resources to transmit any message, create any communication of any kind, or store information which violates any District procedure regarding discrimination or harassment, or which is defamatory or obscene, or which constitutes the unauthorized release of confidential information.

XIX. **Disclosure**

No Expectation of Privacy - The District reserves the right to monitor all use of the District network and computer systems to assure compliance with these policies. Users should be aware that they have no expectation of privacy in the use of the District network and computer resources. The District will exercise this right only for
legitimate District purposes, including but not limited to ensuring compliance with this procedure and the integrity and security of the system.

Possibility of Disclosure - Users must be aware of the possibility of unintended disclosure of communications.

XX. **Retrieval** – It is possible for information entered on or transmitted via computer and communications systems to be retrieved, even if a user has deleted such information.

XXI. **Public Records** – The California Public Records Act (Government Code Sections 6250 et seq.) includes computer transmissions in the definition of "public record" and nonexempt communications made on the District network and computer systems must be disclosed if requested by a member of the public.

XXII. **Litigation** – Computer transmissions and electronically stored information may be discoverable in litigation.

XXIII. **Dissemination and User Acknowledgment** – All users new employees shall be provided copies of BP/AP 3720 this procedure through email as part of the hiring process and are directed to familiarize themselves with it.

This procedure is available on the college's web site. A reminder that this policy is in effect also appears when people log into computers physically located on the Rio Hondo main campus and its offsite locations.

A "pop-up" screen addressing the e-mail portions of these procedures shall be installed on all e-mail systems. The "pop-up" screen shall appear prior to accessing the e-mail network. Users shall sign and date the acknowledgment and waiver included in this procedure stating that they have read and understand this procedure, and will comply with it. This acknowledgment and waiver shall be in the form as follows:

**Computer and Network Use Agreement (Sample Language)**

I have received and read a copy of the District Computer and Network Use Procedures and this Agreement dated, __________________, and recognize and understand the guidelines. I agree to abide by the standards set in the Procedures for the duration of my employment or enrollment. I am aware that violations of this Computer and Network Usage Procedure may subject me to disciplinary action, including but not limited to revocation of my network account up to and including prosecution for violation of State or Federal law.

This procedure is available on the college's web site. A reminder that this policy is in effect also appears when people log into computers physically located on the Rio Hondo main campus and its offsite locations.

XXIV. **Sources/References:**
COMPUTER AND NETWORK USE

Board Reviewed: 11/14/12