

LOS RIOS COMMUNITY COLLEGE DISTRICT



BOARD MEETING AGENDA

Wednesday, December 11, 2013

5:30 pm

MEETING LOCATION:

Los Rios Community College District
Board Room
1919 Spanos Court
Sacramento, CA 95825

TELECONFERENCE LOCATION:

116 Black Powder Circle
Folsom, CA 95630

1. CALL TO ORDER

Board President

2. ORAL COMMUNICATIONS

The public may comment on any items within the board's jurisdiction, even if the items are not on the agenda only during this portion of the meeting. However, the law prohibits action by the Board on non-agenda items. A yellow "Speaker's Card" must be submitted to the clerk of the board and comments are limited to three (3) minutes.

3. SPECIAL ORDER OF BUSINESS: ANNUAL ORGANIZATIONAL MEETING

A. Election of Officers	Board President
B. 2014 Dates of Regular Board Meetings	Board President
C. Authorization to Attend Meetings	Board President
D. Reaffirm District Policies	Board President
E. Representation to Education Associations	Board President

4. CONSENT CONSIDERATIONS

A member of the Board may request that an item be removed for further discussion and separate action.

A. Board Meeting Minutes: November 13, 2013	Brian King
B. 2015-16 Academic Calendar	Susan L. Lorimer
C. Curriculum Proposals: ARC/CRC/FLC/SCC	Susan L. Lorimer
D. Community College Pathway to Law School Initiative	Kathryn Jeffery
E. Board Policy Revisions: Student Trustee (P-3122)	JP Sherry
F. Disposition of Stale District Records	Jon Sharpe
G. Surplus Equipment Disposal – Theater Phone Booth Prop	Jon Sharpe
H. Ratify: Grants and Contracts Awarded	Beverly A. Sandeen
I. Ratify: New Contracts and Renewals	Jon Sharpe
J. Disposition of Surplus Equipment	Jon Sharpe
K. Purchase Orders, Warrants, Checks and Wires	Jon Sharpe
L. Short Term Temporary Employees	Jon Sharpe
M. Regular Human Resources Transactions: Appointments, Assignments, and Separations	Jon Sharpe

5. FIRST READING

A. Board Policy Revisions: Retirement Benefits (P-9414)	JP Sherry
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6. COLLECTIVE BARGAINING	
A. 2015-2018 Initial Collective Bargaining Proposals ~ LRCCD & LRCFT	Jon Sharpe
B. 2015-2018 Initial Collective Bargaining Proposals ~ LRCCD & SEIU	Jon Sharpe
C. 2015-2018 Initial Collective Bargaining Proposals ~ LRCCD & LRCEA	Jon Sharpe

7. ACTION	
A. 2012-13 District Audit Report	Jon Sharpe
B. Resolution No. 2013-11C: Sale of Poppy Ridge Parcel	JP Sherry
C. Contract Award: FLC-El Dorado Center Student Services Expansion	Jon Sharpe

8. BOARD MEMBER REPORTS

9. FUTURE AGENDA ITEMS

<p>10. REPORTS and COMMENTS</p> <ul style="list-style-type: none"> ▪ Student Association ▪ Classified Senate ▪ Academic Senate ▪ Other Recognized Constituencies ▪ Chancellor’s Report
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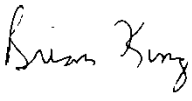
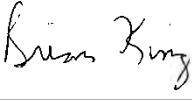
11. ADJOURNMENT

LOS RIOS BOARD OF TRUSTEES			
Pamela Haynes President ▪ Area 5	Robert Jones Vice President ▪ Area 2	Dustin Johnson ▪ Area 1 Terry Cochran ▪ Area 3 Ruth Scribner ▪ Area 4	Deborah Ortiz ▪ Area 6 Kay Albiani ▪ Area 7 Ricardo Lemus ▪ Student Trustee
Meetings are held every second Wednesday of the month at 5:30 pm ▪ <i>Note:</i> Meeting times and locations are subject to change. For current information, call the District Office at (916) 568-3021.			
January 8, 2014*		Regular Board Meeting ▪ Location: District Office	
February 12, 2014*		Regular Board Meeting ▪ Location: District Office	
<i>*pending Board approval</i>			
Public records provided to the Board for the items listed on the open session portion of this agenda are available at the District Office located at 1919 Spanos Court, Sacramento, CA, during normal business hours. The Board agenda is posted on the District’s website: www.losrios.edu			
Help Us Help You			
Los Rios Community College District strives to make reasonable accommodations in all of its programs, services and activities for all qualified individuals with disabilities. Notification (568-3021) 48 hours in advance will enable the District to make arrangements to ensure meeting accessibility. When you arrive, please contact a staff member if you need assistance (Pursuant to Govt Code § 54954.2).			

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 11, 2013

SUBJECT:	Annual Organizational Meeting: Election of Officers	ATTACHMENT: None	
		ENCLOSURE: None	
AGENDA ITEM:	Special Order of Business Item A	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	Brian King 	CONSENT/ROUTINE	
		FIRST READING	
APPROVED FOR CONSIDERATION:	Brian King 	ACTION	X
		INFORMATION	

STATUS:

In compliance with Education Code § 72000 and Los Rios Board Policy P-3211, proceedings have been developed to accommodate the annual organization of the Board of Trustees.

RECOMMENDATION:

It is recommended that the Board of Trustees consider and take action to elect the following officers:

1. Board President
2. Board Vice-President
3. Secretary to the Board (normally the Chancellor is appointed).

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 11, 2013

SUBJECT:	Annual Organization Meeting: 2014 Dates of Regular Board Meetings	ATTACHMENT: Yes	
		ENCLOSURE: None	
AGENDA ITEM:	Special Order of Business Item B	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	Brian King <i>Brian King</i>	CONSENT/ROUTINE	
		FIRST READING	
APPROVED FOR CONSIDERATION:	Brian King <i>Brian King</i>	ACTION	X
		INFORMATION	

BACKGROUND:

In compliance with Education Code § 72000 and Los Rios Board Policy P-3211, proceedings have been developed to accommodate the annual organization of the Board of Trustees.

STATUS:

The proposed calendar was presented to the Board for First Reading at its November meeting. Since then, the only revisions made were the locations of the regular board meetings in March, May, and September, to coincide with activities on the college campuses. The revised 2014 calendar with the changes is attached.

RECOMMENDATION:

It is recommended that the Board of Trustees schedule the regular meetings for the second Wednesday of the month (unless otherwise noted) at 5:30 pm, and the spring and fall retreats as noted, and approve the attached 2014 board meeting calendar.

LOS RIOS COMMUNITY COLLEGE DISTRICT

2014 Board Meeting Calendar

DRAFT



Regular Board meetings every 2nd Wednesday (unless otherwise noted) at 5:30 pm

JANUARY				JULY			
	8				9		
FEBRUARY				AUGUST			
	12 FLC				13		
MARCH				SEPTEMBER			
2/28- 3/1*	12				10 ARC		
APRIL				OCTOBER			
	9			3-4*	8		
MAY				NOVEMBER			
	14 CRC				12 SCC		
JUNE				DECEMBER			
	11				10		

*Board Retreat Dates

Convocation Dates: January 17, 2014; August 22, 2014

Graduation: May 21, 2014

MEETING LOCATIONS:

Meetings are held in the District Office Board Room, unless otherwise noted. All meeting location addresses for 2014 are as follows:

Los Rios Community College District Office: 1919 Spanos Court, Sacramento, CA 95825

American River College (ARC): 4700 College Oak Drive, Sacramento, CA 95841

Cosumnes River College (CRC): 8401 Center Parkway, Sacramento, CA 95823

Folsom Lake College (FLC): 10 College Parkway, Folsom, CA 95630

Sacramento City College (SCC): 3835 Freeport Boulevard, Sacramento, CA 95822

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 11, 2013

SUBJECT:	Annual Organization Meeting: Authorization to Attend Meetings	ATTACHMENT: None	
		ENCLOSURE: None	
AGENDA ITEM:	Special Order of Business Item C	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	Brian King <i>Brian King</i>	CONSENT/ROUTINE	
		FIRST READING	
APPROVED FOR CONSIDERATION:	Brian King <i>Brian King</i>	ACTION	X
		INFORMATION	

BACKGROUND:

In compliance with Education Code § 72000 and Los Rios Board Policy P-3211, proceedings have been developed to accommodate the annual organization of the Board of Trustees.

RECOMMENDATION:

It is recommended that the Board of Trustees reaffirm Board Policy P-3221 authorizing Board members to conduct District business and to attend meetings and conferences as representatives of the District when performing services on behalf of the Board.

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 11, 2013

SUBJECT:	Annual Organization Meeting: Reaffirm District Policies	ATTACHMENT: None	
		ENCLOSURE: None	
AGENDA ITEM:	Special Order of Business Item D	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	Brian King <i>Brian King</i>	CONSENT/ROUTINE	
		FIRST READING	
APPROVED FOR CONSIDERATION:	Brian King <i>Brian King</i>	ACTION	X
		INFORMATION	

BACKGROUND:

In compliance with Education Code § 72000 and Los Rios Board Policy P-3211, proceedings have been developed to accommodate the annual organization of the Board of Trustees.

RECOMMENDATION

It is recommended that the Board reaffirm all current District policies (1000-9000) as adopted by the Board of Trustees.

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 11, 2013

SUBJECT:	Annual Organization Meeting: Representation to Education Associations	ATTACHMENT: None	
		ENCLOSURE: None	
AGENDA ITEM:	Special Order of Business Item E	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	Brian King <i>Brian King</i>	CONSENT/ROUTINE	
		FIRST READING	
APPROVED FOR CONSIDERATION:	Brian King <i>Brian King</i>	ACTION	X
		INFORMATION	

BACKGROUND:

In compliance with Education Code § 72000 and Los Rios Board Policy P-3211, proceedings have been developed to accommodate the annual organization of the Board of Trustees.

RECOMMENDATION

The Board President may wish to appoint or have the Board elect representatives to various offices, associations or committees listed below. Current representatives are listed.

ACTIVITY/ASSOCIATION	CURRENT REPRESENTATIVES
American Association of Community Colleges (AACC)	Mr. Jones; Mr. Johnson
Association of Community College Trustees (ACCT)	Mr. Cochran; Ms. Ortiz
California Community College Trustees (CCCT)	Mr. Jones
Los Rios Foundation	Ms. Haynes; Ms. Albiani
Yolo County School Boards Association (YCSBA)	Ms. Scribner

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 11, 2013

SUBJECT:	Board Meeting Minutes: November 13, 2013	ATTACHMENT: Yes	
		ENCLOSURE: None	
AGENDA ITEM:	Consent Item A	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	Brian King <i>Brian King</i>	CONSENT/ROUTINE	X
		FIRST READING	
APPROVED FOR CONSIDERATION:	Brian King <i>Brian King</i>	ACTION	
		INFORMATION	

STATUS

The minutes of the Board of Trustees meeting held on November 13, 2013 are attached for Board review and consideration.

RECOMMENDATION:

It is recommended that the Board of Trustees approve the minutes of the meeting held on November 13, 2013.



LOS RIOS COMMUNITY COLLEGE DISTRICT
Board Meeting Minutes
Wednesday, November 13, 2013

1. CALL TO ORDER

The board meeting was called to order by President Haynes at 5:30 p.m., in the Learning Resources Center, Room 105, 3835 Freeport Boulevard, Sacramento, California.

Present:

Ms. Pamela Haynes, President
Mr. Robert Jones, Vice President
Ms. Kay Albiani
Mr. Terry Cochran (*via teleconference*)
Mr. Dustin Johnson
Ms. Deborah Ortiz
Ms. Ruth Scribner

Mr. Ricardo Lemus, Student Trustee

Dr. Brian King, Chancellor

2. ORAL COMMUNICATIONS

Jeffery Tardaguila addressed the Board of Trustees regarding two public transportation matters. The first matter related to upcoming changes to Regional Transit's bus schedule. The second matter was regarding ADA accessibility to board meetings held at ARC.

3. CONSENT CONSIDERATIONS

Items 3.D and 3.F were pulled from the Consent Considerations Agenda for separate action.

A motion was made by Mr. Johnson, seconded by Mr. Jones, that the Board of Trustees approve Consent Consideration items A through M, with the exception of Items D and F.

Roll Call Vote:

Aye: Albiani, Cochran, Haynes, Johnson, Jones, Ortiz, Scribner

No: None

Motion carried; 7:0

A. Board Meeting Minutes: October 11-12 and 16, 2013

That the Board of Trustees approve the minutes of the meetings held on October 11-12 and 16, 2013.

B. Scheduling of Board of Trustees Annual Organizational Meeting

That the Board of Trustees schedule the annual organizational meeting for Wednesday, December 11, 2013 at 5:30 pm.

C. Curriculum Proposals: ARC/CRC/FLC/SCC

That the Board of Trustees approve the curriculum proposals for American River, Cosumnes River, Folsom Lake and Sacramento City College.

D. Board Policy Revisions: Collective Bargaining Proposals (P-3218)

This item was pulled from the Consent Considerations Agenda for separate action.

E. Board Policy Revisions: Authorization of Signatories (P-8315)

That the Board of Trustees approve the proposed revisions to Policy 8315 - Authorization of Signatories.

F. Rejection of Bid #14011; Resolution No. 2013-11B: Authorization, Minimum Terms and Future Meetings for Sale of Surplus Property in Elk Grove

This item was pulled from the Consent Considerations Agenda for separate action.

G. District Quarterly Financial Status Report (311Q)

That the Board of Trustees receive the September 30, 2013 Quarterly Financial Status Report (CCFS-311Q) and the related financial statements and authorize staff to submit the prescribed report to the Chancellors Office and to the Sacramento County Office of Education.

H. Los Rios Foundation Quarterly Investment Report

That the Board of Trustees receive the Foundation Quarterly Investment Report for the quarter ended September 30, 2013 and the revised Annual Investment Report for the year ended June 30, 2013.

I. Ratify: Grants and Contracts Awarded

That the Board of Trustees ratify the grant and contract awards listed herein, pursuant to Board Policy 8315:

Title, Description, Term, Project Administrator	College/Unit	Amount	Source
Enrollment Growth ADN RN Program <ul style="list-style-type: none"> • Renewal funds to support Nursing Program instruction. • 7/1/2013 through 6/30/2014 • Administrator: Steven Boyd, Dean, Health and Education 	ARC	\$238,100	CCCCO
Enrollment Growth ADN RN Program <ul style="list-style-type: none"> • Renewal funds to support Nursing Program instruction. • 7/1/2013 through 6/30/2014 • Administrator: Jim Collins, Dean, Science and Allied Health 	SCC	\$161,150	CCCCO
MESA – Fund for Student Success <ul style="list-style-type: none"> • Renewal funds to support the MESA program. • 7/1/2013 through 6/30/2014 • Administrator: Anne Licciardi, Dean, Mathematics, Statistics, and Engineering 	SCC	\$50,500	CCCCO
MESA – Fund for Student Success <ul style="list-style-type: none"> • Renewal funds to support the MESA program. • 7/1/2013 through 6/30/2014 • Administrator: Robert Montañez, Dean, Science, Math, and Engineering 	CRC	\$50,500	CCCCO
Community Lactation Assistance Project <ul style="list-style-type: none"> • Renewal funds to provide a course on lactation for First Five. • 7/1/2013 through 6/30/2014 • Administrator: Steven Boyd, Dean, Health and Education 	ARC	\$3,322	First Five Sacramento Commission
CA Early Childhood Mentor Program <ul style="list-style-type: none"> • Renewal funds to provide stipends and professional development support to aspiring ECE teachers or administrators. • 8/1/2013 through 6/30/2014 • Administrator: Monica Pactol, Dean of Instruction 	FLC	\$650	Chabot-Las Positas CCD
CA Early Childhood Mentor Program <ul style="list-style-type: none"> • Renewal funds to provide stipends and professional development support to aspiring ECE teachers or administrators. • 8/1/2013 through 6/30/2014 • Administrator: Frank Malaret, Dean, Behavioral and Social Sciences 	SCC	\$650	Chabot-Las Positas CCD
Center of Excellence – Technical Assistance Provider (North/Far North) <ul style="list-style-type: none"> • Funds to provide labor market analysis and research to the North/Far North region • 7/19/2013 through 6/30/2014 • Administrator: Walter DiMantova, Director, Workforce and Economic Development Center 	WED	\$148,000	CCCCO
Center of Excellence – Technical Assistance Provider (South Central Coast) <ul style="list-style-type: none"> • Funds to provide labor market analysis and research to the South Central Coast region • 7/19/2013 through 6/30/2014 • Administrator: Walter DiMantova, Director, Workforce and Economic Development Center 	WED	\$148,000	CCCCO

Title, Description, Term, Project Administrator	College/Unit	Amount	Source
TAFY Health and Wellness Project <ul style="list-style-type: none"> Funds to provide health and wellness training to transitional foster youth. 7/15/2013 through 6/15/2014 Administrator: Steven Boyd, Dean, Health and Education 	ARC	\$15,000	Foundation for CA Community Colleges
Intel-NSF-Georgia Tech Information Security Center Micro Grant <ul style="list-style-type: none"> Funds to enhance information security course content. 10/1/2013 through 6/30/2014 Administrator: Lance Parks, Interim Dean, Business and Family Science 	CRC	\$4,000	Georgia Tech Information Security Center
SBA - Small Business Development Center <ul style="list-style-type: none"> Renewal funds to support the Small Business Development Center 1/1/2013 through 12/31/2013 Administrator: Walter DiMantova, Director, Workforce and Economic Development 	WED	\$240,771	Small Business Administration

J. Disposition of Surplus Equipment

Pursuant to Education Code § 81452, that the Board of Trustees approve the disposition of the following surplus equipment which are valued at \$5,000 or less: 1 blackboard; 1 bookshelf; 1 bulletin board; 10 cabinets; 22 chairs; 130 computers; 1 couch; 4 desks; 25 keyboards; 6 laptops; 19 monitors; and 3 printers.

K. Purchase Orders, Warrants and Checks

That the Board of Trustees approve the numbered purchase orders, warrants and checks issued during the period of August 16, 2013 through September 15, 2013.

PURCHASE ORDERS		
General Fund	0001073408-0001073802 B114617-B114649	\$ 1,683,874.38
Capital Outlay Fund	0003015195-0003015270 B314000-B314001	
Child Development Fund	0006000731-0006000733	
Self-Insurance Fund	-	
WARRANTS		
General Fund	682246-688015	\$ 10,637,485.60
General Fund-ARC Instructional Related	003170-003291	
General Fund-CRC Instructional Related	021073-021115	
General Fund-FLC Instructional Related	030351-030363	
General Fund-SCC Instructional Related	042427-042567	
Capital Outlay Fund	827746-827910	
Child Development Fund	953853-953864	
Self-Insurance Fund	976140-976145	
Payroll Warrants	197708-199696	\$ 15,962,432.00
Payroll-Direct Deposit	645661-649631	
October Leave Process	199697-201144	
Payroll Vendor Warrants	55097-55267	

CHECKS		
Financial Aid Disbursements	1948624-1954310	\$ 6,673,602.27
Bookstore Fund – ARC	27286-27446	\$ 1,726,301.52
Bookstore Fund – CRC	024947-025032	
Bookstore Fund – FLC	8085-8131	
Bookstore Fund – SCC	045932-046065	
Student Clubs Agency Fund – ARC	4037-4098	\$ 133,201.73
Student Clubs Agency Fund – CRC	3080-3119	
Student Clubs Agency Fund – FLC	1618-1649	
Student Clubs Agency Fund – SCC	2602-2636	
Foundation – ARC	3675-3703	\$ 80,194.73
Foundation – CRC	1607-1649	
Foundation – FLC	0662-0691	
Foundation – SCC	2662-2683	
Foundation – DO	0488-0494	
Associated Students Trust Fund – ARC	-	\$ 6,138.47
Associated Students Trust Fund – CRC	0540-0546	
Associated Students Trust Fund – FLC	0437-0445	
Associated Students Trust Fund – SCC	-	
Regional Performing Arts Center Fund	1484-1571 9092-9095 (manual checks)	\$ 484,364.62

L. 2013-14 Sabbaticals/Professional Development Leaves

That the Board of Trustees approve the sabbatical/professional development leaves listed in the November Board agenda packet.

M. Regular Human Resources Transactions

That the Board of Trustees approve the human resources transactions listed in the November Board agenda packet.

3.A CONSENT CONSIDERATION ITEMS PULLED FOR SEPARATE ACTION

A. Board Policy Revisions: Collective Bargaining Proposals (P-3218)

A motion was made by Ms. Albiani, seconded by Ms. Ortiz, that the Board of Trustees approve the proposed revisions to Policy 3218 – Collective Bargaining Proposals.

Roll Call Vote:

Aye: Albiani, Cochran, Haynes, Johnson, Jones, Ortiz, Scribner

No: None

Motion carried; 7:0

B. Rejection of Bid #14011; Resolution No. 2013-11B: Authorization, Minimum Terms and Future Meetings for Sale of Surplus Property in Elk Grove *

A motion was made by Ms. Scribner, seconded by Mr. Jones, that the Board of Trustees reject all bids received on November 4, 2013 for Bid #14011; approve Resolution No. 2013-11B to authorize the Chancellor or designee to take the next steps necessary to consummate sale of the Poppy Ridge Parcel, including: the appointment of the Chancellor or designee to receive sealed written bids on December 4, 2013 in the Board Room at 1919 Spanos Court, Sacramento, CA at 2:00 p.m., to allow for overbids as to the base price of the property, to declare the highest bidder, and to set the December 11, 2013 regular Board meeting as the time and place the Board will consider selling the Poppy Ridge Parcel or rejecting all bids.

Roll Call Vote:

Aye: Cochran, Haynes, Johnson, Jones, Ortiz, Scribner

No: None

Motion carried; 6:0

** Kay Albiani declared that she would not participate in the consideration of this item and the reason why. She left the meeting and did not participate in its consideration or vote.*

4. FIRST READING

A. Draft of 2014 Board Meeting Calendar

The draft copy of the proposed 2014 annual board meeting calendar was presented to the Board of Trustees as First Reading for review and discussion.

B. Board Policy Revision: Student Trustee (P-3122)

Proposed revisions to Board Policy 3122 – Student Trustee were presented to the Board of Trustees as First Reading for review and discussion.

5. INFORMATION

A. Pass that Class! Tutoring at Sacramento City College

Tutoring is offered at Sacramento City College through 13 tutoring centers and several categorical programs. Because of the variety of tutoring programs and requests for expanded tutoring services, it has become important to have a strong collaboration among the staff of the programs to ensure consistency in quality of services provided as well eliminate the duplication of services. This collaboration has been facilitated through the efforts of the Tutoring Work Group and Tutoring Program Plan. Staff presented the history of the tutoring programs and how the consolidated tutoring budget was developed, as well as how ongoing planning for tutoring is being handled.

6. BOARD MEMBER REPORTS

Ms. Ortiz mentioned a recent article in the Community College League of California's Board Focus Newsletter about the Student Success Scorecard and Board oversight. She also discussed the recent report on Latinos in Higher Education from the Campaign for College Opportunity.

Ms. Scribner commended the colleges on two items on the Consent Considerations Agenda: the curriculum proposals and sabbatical and professional development leaves.

Ms. Albiani, Ms. Haynes, and Mr. Lemus attended the American Leadership Forum's Exemplary Leaders Awards Dinner.

Mr. Lemus reported he has been working with the student presidents to focus on making the student experience smoother.

7. FUTURE AGENDA ITEMS

The Board of Trustees will meet on Wednesday, December 4th to discuss the role of the Los Rios Community College District in the implementation of the California Community College League's Commission on the Future report.

8. REPORTS AND COMMENTS

The following constituency representatives also presented reports to the Board:

Sandeep Singh, President, Sacramento City College Student Senate
Monica Souza, President, Sacramento City College Classified Senate
Kale Braden, President, District Academic Senate
Dean Murakmi, President, LRCFT

Chancellor's Report:

ARC: American River College is hosting a full line-up of events this month to honor and celebrate our veterans. On November 7, faculty and staff attended an informational session that provided an overview of the college's services for veterans. On November 12, the college held a Veterans Career and Resource Fair. Other events later this month will include: a federal government employment workshop for veterans; a faculty/staff workshop on understanding the needs of veterans and preventing suicides; and a workshop series for veteran students focused on benefits and student success strategies. ARC staff, faculty and administrators are partnering with veterans experts on the month of events.

CRC: Two Cosumnes River College MESA students recently honed their leadership skills at a special invitation-only conference in San Diego for math-based majors. Civil Engineering major Gabriela Lopez and Mechanical Engineering major Angileena Maurice participated in extensive professional and leadership development training with industry mentors and speakers. Students participated in mock interviews, connected with industry representatives from 16

national and California companies and heard guest speakers. Los Rios students were sponsored by PG&E.

FLC: The Folsom Lake College women’s soccer team – in its inaugural season -- has been crowned champions of the Bay Valley Conference! The Falcons never lost a game this season as they compiled a 12-0-2 record in conference and 18-0-3 overall. According to the latest polls, the team is ranked #2 in Northern California, #5 in the state and #15 in the nation. And Samantha Madsen, a freshman forward, leads the state in scoring with 32 goals. Playoffs begin November 23. Congratulations to Coach Donny Ribaud, his coaching staff and the team!

SCC: UC President Janet Napolitano visited Sacramento City College’s Davis Center last month as part of her first visit as president to UC Davis and UC Davis’ West Village. Napolitano, Los Rios and UC Davis representatives spoke about the unique transfer-student partnership between the Davis Center and UC Davis. Davis Center Dean Don Palm and Vice President of Instruction Mary Turner attended the event on behalf of SCC, and Vice Chancellor Sue Lorimer represented the District.

Chancellor King announced the following retirements:

Retirement			Years of Service
Harry Outlaw	Custodian	SCC	39+
Melinda Linscott	Student Personnel Assistant – Extended Opportunity Programs & Services	ARC	26+
Anna Joy	English Professor	SCC	26
Pauline Fountain	Reading Professor	ARC	25
Virginia McReynolds	Dean of Humanities and Social Science	CRC	22
Kakwasi Somadhi	Learning Skills/Tutorial Coordinator	SCC	22
Elizabeth Chape	Physical Therapy Assistant Professor/Coordinator	SCC	20

9. CLOSED SESSION

The following Board members went into closed session at 6:55 pm to consider the matters listed below: Ms. Albiani, Ms. Haynes, Mr. Johnson, Mr. Jones, Ms. Ortiz, and Ms. Scribner.

Mr. Cochran participated via teleconference.

- A. Pursuant to Government Code section 54956.9 (b)(3)(C): Conference with Legal Counsel; Anticipated Litigation; 2 matters
- B. Pursuant to Government Code section 54956.9 (b)(3)(A); Conference with Legal Counsel; Anticipated Litigation; 1 matter

- C. Pursuant to Government Code section 54957.6: Conference with Labor Negotiators:
Designated Representatives: Brian King; Jon Sharpe; Ryan Cox; Brenda Balsamo.
Employee Organizations: LRCFT; LRCEA; SEIU

Closed Session Adjourned: 8:00 pm

Open Session: 8:01 pm

10. OPEN SESSION: REPORT OF ANY ACTION TAKEN IN CLOSED SESSION

In Closed Session, under the first matter of Item 9A, the Board of Trustees authorized the settlement of a dispute with its contractor to waive any claims for damages in exchange for full and complete work on several projects on the Cosumnes River College Athletic Fields with no admission of liability. The Board voted to settle this matter by a vote of 7:0.

The Board took no reportable action on the second matter of Item 9A.

Under Items 9B and 9C, the Board took no reportable action.

11. ADJOURNMENT

A motion was made by Ms. Ortiz, seconded by Mr. Johnson, that the meeting be adjourned.

Motion carried; 6:0

President Haynes adjourned the meeting at 8:02 p.m.

BRIAN KING

Chancellor and Secretary to the Board of Trustees



Draft Minutes presented to the Board of Trustees: December 11, 2013

jd

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 11, 2013

SUBJECT:	2015-2016 Academic Calendar/Summer Session 2015	ATTACHMENT: Yes	
		ENCLOSURE: None	
AGENDA ITEM:	Consent Item B	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	Susan L. Lorimer 	CONSENT/ROUTINE	X
		FIRST READING	
APPROVED FOR CONSIDERATION:	Brian King 	ACTION	
		INFORMATION	

BACKGROUND:

American River, Cosumnes River, Folsom Lake and Sacramento City colleges have participated in the development of the academic calendar for 2015-2016 through the Academic Calendar Committee. The calendar meets the requirements for instructional days, includes holidays as prescribed by the Chancellor's Office, and balances the number of teaching days between the fall and spring semesters. It also dedicates four days for instructional improvement activities with two days prior to the opening of the fall semester and two days scheduled before the spring semester.

STATUS:

The Academic Calendar Committee, Academic Senate, LRCFT, LRCEA and Executive Staff have reviewed the proposed calendar.

RECOMMENDATION:

It is recommended that the Board approve the academic calendar for 2015-2016 as proposed.

**LOS RIOS COMMUNITY COLLEGE DISTRICT
2015-2016 ACADEMIC CALENDAR**

American River College - Cosumnes River College - Folsom Lake College - Sacramento City College

SUMMER SESSION 2015*

Instruction Begins	June 8	Monday
Independence Day Holiday	July 3	Friday
Instruction Ends	August 5	Wednesday
Grades Due	August 10	Monday
	35 Days	

FALL SEMESTER 2015*

Instructional Improvement Days	August 20, 21	Thursday, Friday
Instruction Begins	August 22	Saturday
Labor Day Holiday	September 7	Monday
Census Date for Fall Semester Classes	September 8	Tuesday
Veterans Day Holiday	November 11	Wednesday
Last Day to Withdraw from Full Semester Classes	November 17	Tuesday
Thanksgiving Recess	November 26-Nov. 29	Thursday-Sunday
Finals	December 11-17	Friday-Thursday
End of Semester	December 17	Thursday
Winter Recess	Dec. 18 - Jan. 1	Friday-Friday
Grades Due	January 4	Monday
Semester Break	January 2-13	Saturday-Wednesday
	82 Days	

SPRING SEMESTER 2016*

Instructional Improvement Days	January 14, 15	Thursday, Friday
Instruction Begins	January 16	Saturday
King's Birthday Holiday	January 18	Monday
Census Date for Spring Semester Classes	February 1	Monday
Lincoln's Birthday Holiday	February 12	Friday
Washington's Birthday Holiday	February 15	Monday
Spring Recess	March 21-March 27	Monday-Sunday
Last Day to Withdraw from Full Semester Classes	April 17	Sunday
Finals	May 12-18	Thursday-Wednesday
End of Semester	May 18	Wednesday
Memorial Day Holiday	May 30	Monday
Grades Due	May 31	Tuesday
	82 Days	

*During all terms, classes are offered in additional formats to enhance student opportunity: 1st and 2nd eight week sessions; 1st, 2nd and 3rd five week sessions; as well as weekend only classes. Examples might include four, five, six and eight week sessions and weekend courses, as well as other session lengths.

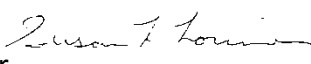

NOTE: Classes may be scheduled on all days during the Summer term including Friday through Sunday; the count of days, though, is Monday-Thursday only as those are the primary days when instruction is offered. Both the Fall and Spring terms have scheduled instructional days, such as Saturdays, that are not included in the number of days shown above. Those additional days ensure the district is in compliance with the requirements of Title 5 of the California Code of Regulations, sections 58120 and 58142.

Draft 11/7/13

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 11, 2013

SUBJECT:	Curriculum Proposals: American River, Cosumnes River, Folsom Lake and Sacramento City College	ATTACHMENT: Yes	
		ENCLOSURE: None	
AGENDA ITEM:	Consent Item C	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	Susan L. Lorimer 	CONSENT/ROUTINE	X
		FIRST READING	
APPROVED FOR CONSIDERATION:	Brian King 	ACTION	
		INFORMATION	

STATUS:

The District Curriculum Coordinating Committee reviews college proposals for new, modified, or deleted courses and programs: general education guidelines, graduation competencies, grading policies, course placement into disciplines, and discusses and acts on other curriculum related issues. The enclosed curriculum was approved at the November 22, 2013 meeting.

The District Curriculum Coordinating Committee membership includes the following representatives: American River College – Thuan Bui, Kristen Corbin, Bill Simpson, Kathy Rodgers, Colleen Owings; Cosumnes River College – Michael Lawlor, Cori Burns, Amanda Wolcott, Lynn Fowler, Whitney Yamamura; Folsom Lake College – Jessica Hodge, Kevin Pipkin (Chair), Debra Worth, David Newnham; Sacramento City College – Lonnie Larson, Brett Thomas, Richard Yang, Mary Turner; District Senate – Kale Braden; and District Office – Sue Lorimer.

RECOMMENDATION:

It is recommended that the Board of Trustees approve the curriculum proposals for American River, Cosumnes River, Folsom Lake and Sacramento City colleges.

Los Rios Community College District

Recommendation for Adoption by the Board of Trustees

December 11, 2013

COURSE PROPOSALS

Course Deletions

American River College

1. **ENERGY 148 NABCEP (North American Board of Certified Energy Practitioners) Review for Electricians (3.00 units)**

Justification: After prerequisite change, ENERGY 142 can be substituted for ENERGY 148. Therefore, ENERGY 148 is no longer necessary.

2. **ESL 97 ESL Center: Integrated Topics in ESL (0.25 - 1.00 units)**

Justification: This course has been replaced by ESL 34, ESL 44, and ESL 54. It no longer meets the needs of the students.

3. **ESLL 97 ESL Center: Listening Skills in ESL (0.25 - 1.00 units)**

Justification: This course has been replaced by ESL 34, ESL 44, and ESL 54. It no longer meets the needs of the students.

4. **ESLR 97 ESL Center: Reading Skills in ESL (0.25 - 1.00 units)**

Justification: This course has been replaced by ESL 34, ESL 44, and ESL 54. It no longer meets the needs of the students.

5. **ESLW 97 ESL Center: Writing Skills in ESL (0.25 - 1.00 units)**

Justification: This course has been replaced by ESL 34, ESL 44, and ESL 54. It no longer meets the needs of the students.

6. **ET 110 Communications Systems (5.00 units)**

Justification: This course is obsolete and has been replaced with ET 380 Electronic Communications.

7. **ET 113 Introduction to Residential Telecommunication Wiring (0.50 units)**

Justification: This course no longer meets the needs of our students and industry.

8. **ET 154 Wireless Communication Systems (1.50 units)**

Justification: This course is obsolete and has been replaced by ET 380 Electronic Communications

9. **ET 190 Introduction to Programmable Logic Controllers (PLCs) (2.00 units)**

Justification: The material in this course is covered in ET 195. Therefore, ET190 is no longer required.

10. **ET 235 PACE: Beginning Robotics (1.00 unit)**

Justification: The Pace program no longer exists and this course no longer meets the needs of our students.

11. **ET 252 Voice, Data, and Video for Electrical Contractors (2.00 units)**

Justification: This course no longer meets the needs of our students and industry.

12. **ET 361 Printed Circuit Board Design (1.00 unit)**

Justification: This course no longer meets the needs of our students and industry.

13. **HCD 384 Field Experience in Disabled Student Programs and Services (3.00 units)**

Justification: This course no longer meets the needs of our students

14. **HCD 386 Experiences in Disabled Student Programs and Services (0.50 - 3.00 units)**

Justification: This course no longer meets the needs of our students.

Cosumnes River College

1. **TA 370 Theatre Movement (2.00 units)**

Justification: This course does not fit into the C-ID TMC theatre degree or our CRC Theatre ADT Degree. While the course is an elective within our AA degree it does not meet any CRC GE, CSU GE, or IGETC general education patterns. While the department does feel this is a valuable course to help actors round out their skill-sets, at this time (and for the foreseeable future) it is extremely unlikely that our department would be able to offer this course. We would like to delete this course from our catalog to better reflect the courses we are able to offer.

2. **TA 407 Children's Theatre (0.50 - 3.00 units)**

Justification: A similar course is being developed under the TAP designator.

3. **TA 440 Arts Management (3.00 units)**

Justification: This course does not fit into the C-ID TMC theatre degree or our CRC Theatre ADT Degree. While the course is an elective within our AA degree it does not meet any CRC GE, CSU GE, or IGETC general education patterns. While the department does feel this is a valuable course to help theatre majors round out their skill-sets, at this time (and for the foreseeable future) it is extremely unlikely that our department would be able to offer this course. We would like to delete this course from our catalog to better reflect the courses that we are able to offer.

Folsom Lake College

1. **ART 325 Introduction to Graphic Design (3.00 units)**

Justification: Due to the FTE reduction over the years, the Visual Arts Department has not been able to offer this course. Also, based on current FTE allocations, the department does not foresee offering this course in the near future. Therefore, the faculty agree to delete the course.

2. **ENGLT 309 Book Length Literature for Group Discussion (1.00 unit)**

Justification: Folsom Lake College does not offer nor plans to offer this course.

3. **ENGLT 381 Shakespeare: From the Page to the Stage (1.50 units)**

Justification: Folsom Lake College does not offer nor plans to offer this course.

4. **KINES 414 Fitness Facility Management (3.00 units)**

Justification: This course is being deleted in conjunction with deleting the Group Fitness Instructor Certificate. Program review indicates that there have only been two certificate completers of the Group Fitness Instructor Certificate since its development.

5. **SOC 335 Sociology of Aging (3.00 units)**

Justification: This course has not been offered in the Sociology schedule for many years and will not be offered in the future. This course will be replaced by two other courses that are being developed to fulfill the requirements for the Transfer Model Curriculum. FLC's current sociology offerings do not yet include a course on methods or gender or other common offerings that would be required from transfer institutions so the resources available to the department will be spent developing those courses.

1. **ADAPT 310 Adapted Lifetime Sports (1.00 unit)**

Justification: This course has not been offered for quite some time due to staffing limitations.

2. **FITNS 354 Individualized Physical Fitness (1.00 unit)**

Justification: This course is being deleted because the material covered in this course is offered in another course.

3. **FITNS 454 Personal Safety (1.50 units)**

Justification: This course was last offered at Sacramento City in the spring semester of 2006, and there are no plans to offer it in the foreseeable future.

4. **KINES 307 Mental Skills for Sport Performance (3.00 units)**

Justification: After department review, it has been decided to delete this course and focus on offering students a Sport Psychology class (KINES 452).

5. **KINES 330 Care and Prevention of Athletic Injuries (3.00 units)**

Justification: This course is being deleted because it was an elective in our Kinesiology Athletic Trainer AA degree which has been deleted as students majoring in Kinesiology (AA-T or Exercise Science Degrees) can still pursue a career in athletic training.

6. **KINES 331 Lab in Care and Prevention of Athletic Injuries (1.00 unit)**

Justification: This course is being deleted because it was an elective in our Kinesiology Athletic Trainer AA degree which has been deleted as students majoring in Kinesiology (AA-T or Exercise Science Degrees) can still pursue a career in athletic training.

7. **KINES 334 Practical Applications in Athletic Training/Sports Medicine (3.00 units)**

Justification: This course is being deleted because it was an elective in our Kinesiology Athletic Trainer AA degree which has been deleted as students majoring in Kinesiology (AA-T or Exercise Science Degrees) can still pursue a career in athletic training

8. **KINES 370 Theory of Track and Field (2.00 units)**

Justification: This curriculum is not appropriate for KHA department needs at this time.

9. **KINES 413 Group Fitness Instructor Certification (3.00 units)**

Justification: This course is being deleted as it is no longer an elective for the Fitness Certificate.

10. **KINES 414 Fitness Facility Management (3.00 units)**

Justification: This course is being deleted as it is no longer an elective for the Fitness Certificate.

11. **NUTRI 100 Nutrition Education for Early Childhood Educators (1.00 unit)**

Justification: This has been a cross-referenced course with ECE 100. The department has determined that it should be offered as an ECE course only and not as a Nutrition course.

12. **PACT 400 Track and Field (1.00 unit)**

Justification: This curriculum is not appropriate for KHA department needs at this time.

New to College Courses

Sacramento City College

1. **PACT 391 Tennis II (1.00 unit)**

Prerequisite: None.

54.00 hours laboratory

This course reviews and refines basic fundamentals, techniques, rules, and social courtesies of tennis. Intermediate players are defined as having completed beginning tennis skill sets in volleys, ground strokes, serves, point play, and basic rules knowledge. Intermediate tennis players are encouraged to take this course.

Justification: Based on a district-wide Kinesiology agreement, this course is being developed so that an intermediate level tennis course can be offered to students.

2. **PACT 393 Tennis III (1.00 unit)**

Prerequisite: None.

54.00 hours laboratory

Tennis III focuses on improving and refining the competitive physical skill, mental skills and overall techniques of the sport. Particular attention will be given to the strategic development of the player while refining racket strokes and court positioning that complete points. Hitting patterns, serving placement, and tactical movement will also be developed.

Justification: This course partly fulfills an Associate of Arts degree requirement in Living Skills (Area 6a), and partly fulfills the CSU requirement in Area E. This course is submitted to offer students an advanced level of tennis skill development.

New to District Courses

American River College

1. **NUTRI 481 Honors - Cultural Foods of the World (3.00 units)**

Prerequisite: None.

54.00 hours lecture

This seminar-style course offers an in-depth anthropological perspective of traditional and contemporary food customs and cultures. Western and non-western food customs are compared including their social, religious, economic, and aesthetic significance. Included are ethnocentrism, gender-related stereotypes, and racism as they relate to the availability, distribution, and preparation of food throughout the world. The nutritional status of various cultures as it relates to geographic, agricultural, and socioeconomic factors is studied. The specific cultural groups included are driven by student interests. This course is not open to students who have completed NUTRI 310.

Justification: The purpose of this course is to give students who are interested in Cultural Nutrition a more rigorous option and to expand the offerings within the Honors Program.

Cosumnes River College

1. **HONOR 392 Honors Seminar in Mathematics - Topics in Number Theory (1.00 unit)**

Prerequisite: MATH 370 with a grade of "C" or better

18.00 hours lecture

Honors Seminars in Mathematics are special one-unit intensive courses for academically accomplished students or those with the potential for high academic achievement. This particular course will study various topics in the field of number theory in a seminar setting. Topics include: the integers and their properties; finding integer solutions to Diophantine equations (equations with more variables than equations); and cryptography (the study of how secret codes are created and broken). Studies will include homework, discussions, oral presentations and lectures. Students will be expected to do independent problem solving and present their solutions to the class. Enrollment is limited to Honors Program students (see catalog). This course is the same as Math 484. This course, under either name, may be taken one time for credit. This course will be offered in spring semester only.

Justification: This course is offered as part of CRC's Honors Scholar Program. This new course separates "Topics in Number Theory" from "Introduction to Mathematical Proof",

which is necessary to allow students to take both seminars; they are two different seminars currently under the same number.

2. **MATH 484 Honors Seminar in Mathematics - Topics in Number Theory (1.00 unit)**

Prerequisite: MATH 370 with a grade of "C" or better

18.00 hours lecture

Honors Seminars in Mathematics are special one-unit intensive courses for academically accomplished students or those with the potential for high academic achievement. This particular course will study various topics in the field of number theory in a seminar setting. Topics include: the integers and their properties; finding integer solutions to Diophantine equations (equations with more variables than equations); and cryptography (the study of how secret codes are created and broken). Studies will include homework, discussions, oral presentations and lectures. Students will be expected to do independent problem solving and present their solutions to the class. Enrollment is limited to Honors Program students (see catalog). This course is the same as HONOR 392. This course, under either name, may be taken one time for credit. This course will be offered in spring semester only.

Justification: This course is offered as part of CRC's Honors Scholar Program. This new course separates "Topics in Number Theory" from "Introduction to Mathematical Proof", which is necessary to allow students to take both seminars; they are two different seminars currently under the same number.

3. **MUFHL 402 Music Theory I (3.00 units)**

Prerequisite: None.

Enrollment Limitation: Basic piano proficiency is required for this course. Proficiency may be demonstrated by audition or concurrent enrollment in MUIVI 340.

54.00 hours lecture

This course, through guided composition and analysis, incorporates the following concepts: rhythm and meter; basic properties of sound; intervals; diatonic scales and triads; diatonic chords, basic cadential formulas and phrase structure; dominant seventh; figured bass symbols; and non-harmonic tones. Development of skills in handwritten notation and computer notation is expected. The ability to read music is required for this course. Basic piano proficiency is required and may be passed by exam or concurrent enrollment in MUIVI 340 (Beginning Piano). This course is required for the AA and AA-T degrees in music.

Justification: New to district course to align our theory program with C-ID and a new AA-T degree in Music.

4. **MUFHL 403 Musicianship I (1.00 unit)**

Prerequisite: None.

Advisory: MUFHL 402; Skills developed concurrently in Music Theory I (MUFHL 402) and in Beginning Piano (MUIVI 340) are advised for success in Musicianship I (MUFHL 403).

54.00 hours laboratory

This course applies and develops the rhythmic, melodic, and harmonic materials of Music Theory I through ear training, sight singing, analysis, and dictation.

Justification: This is a new to district course to align Musicianship I to C-ID and to offer a new AA-T degree in Music.

5. **MUFHL 404 Music Theory II (3.00 units)**

Prerequisite: MUFHL 402 with a grade of "C" or better

Enrollment Limitation: Basic piano proficiency is required for this course. Proficiency may be demonstrated by audition or concurrent enrollment in MUIVI 341.

54.00 hours lecture

This course incorporates the concepts from Music Theory I. In addition, through guided composition and analysis, the course will include: an introduction to two-part counterpoint; voice leading involving four-part chorale writing; diatonic harmony; and an introduction to secondary/applied chords and modulation. Basic piano proficiency is required and may be passed by exam or concurrent enrollment in MUIVI 341. The course is required for the AA and AA-T degrees in Music.

Justification: New to district course to align our theory program with C-ID and a new AA-T degree in Music.

6. **MUFHL 405 Musicianship II (1.00 unit)**

Prerequisite: MUFHL 402 and 403 with grades of "C" or better

Advisory: MUFHL 404 and MUIVI 341; Skills developed concurrently in Music Theory II (MUFHL 404) and Piano II (MUIVI 341) are advised for success in Musicianship II (MUFHL 405).

54.00 hours laboratory

This course applies and develops the rhythmic, melodic, and harmonic materials of Music Theory II through ear training, sight singing, analysis, and dictation.

Justification: This course is new to the district and is written to align Theory/Musicianship to C-ID and offer a new AA-T degree in music.

7. **MUFHL 412 Music Theory III (3.00 units)**

Prerequisite: MUFHL 404 with a grade of "C" or better

54.00 hours lecture

This course incorporates the concepts from Music Theory II. In addition, through writing and analysis, the course will include: introduction to chromatic harmony; secondary/applied chords; modulation; borrowed chords; introduction to Neapolitan and augmented-sixth chords. This course is required for the AA and AA-T degree in music.

Justification: New to district course to align our theory program with C-ID and a new AA-T degree in music.

8. **MUFHL 413 Musicianship III (1.00 unit)**

Prerequisite: MUFHL 404 and 405 with grades of "C" or better

Advisory: MUFHL 412; Skills developed concurrently in Music Theory III (MUFHL 412) and in piano study are advised for success in Musicianship III (MUFHL 413).

54.00 hours laboratory

This course applies and develops the rhythmic, melodic, and harmonic materials of Music Theory III through ear training, sight singing, analysis, and dictation.

Justification: This course is new to the district and is being written to align Musicianship to C-ID and to offer a new AA-T degree in Music.

9. **MUFHL 414 Music Theory IV (3.00 units)**

Prerequisite: MUFHL 412 with a grade of "C" or better

54.00 hours lecture

This course incorporates the concepts from Music Theory III. In addition, through writing and analysis, the course will include: post-Romantic techniques such as borrowed chords and modal mixture, chromatic mediants, Neapolitan and augmented-sixth chords, 9th, 11th and 13th chords, altered chords and dominants; and 20th century techniques such as: Impressionism, tone rows, set theory, pandiatonicism and polytonalism, meter and rhythm.

Justification: New to district course to align our theory program with C-ID and a new AA-T degree in Music.

10. **MUFHL 415 Musicianship IV (1.00 unit)**

Prerequisite: MUFHL 412 with a grade of "C" or better

Advisory: MUFHL 414; Skills developed concurrently in Music Theory IV (MUFHL 414) together with continued piano study are advised for success in Musicianship IV. (Piano study may be obtained by enrollment in a CRC piano class, or by individual instruction.)

54.00 hours laboratory

This course applies and develops the rhythmic, melodic, and harmonic materials of Music Theory IV through ear training, sight singing, analysis, and dictation.

Justification: This course is new to the district, and is being written to align Musicianship with C-ID and to offer a new AA-T degree in Music.

11. MUP 312 Orchestra (1.00 unit)

Prerequisite: None.

Enrollment Limitation: Students will be admitted to this course by audition only. Audition times and dates will be announced by the department.

9.00 hours lecture, 27.00 hours laboratory

This course covers the study and performance of orchestral music. It is open to all students who read music and perform on an orchestral instrument (violin, viola, cello, bass, piccolo, flute, clarinet, double reed, trumpet, French horn, trombone, or percussion.) This course includes public performances and field trips, and meets requirements for music majors and minors. Students study and perform music literature composed for string orchestra and symphony orchestra. This course may be repeated to meet the major requirement for transfer to CSU, Sacramento, or to other universities with a similar transfer requirement. Students may be required to provide their own instruments.

Justification: This course is needed in order to satisfy AA Transfer Degree requirements for music majors' intent upon university transfer.

12. MUP 358 College Chorus Chorale (1.00 unit)

Prerequisite: None.

Enrollment Limitation: Voice placement or audition required.

9.00 hours lecture, 27.00 hours laboratory

This course is designed for the college student who is interested in a musical experience. Singers study and perform standard choral literature. Ability to match pitch, maintain rhythmic integrity and produce a good tone will be assessed by voice placement or by audition during the initial rehearsals. This course may be repeated to meet the major requirement for transfer to CSU, Sacramento, or to other universities with a similar transfer requirement.

Justification: New to district course is being written to align College Chorus to C-ID and to offer College Chorus Chorale for the Music AA-T degree.

13. MUP 362 Chamber Singers Chorale (1.00 unit)

Prerequisite: None.

Advisory: MUP 350, 357, or 358; Students are strongly advised to document previous choral experience.

Enrollment Limitation: Audition required.

9.00 hours lecture, 27.00 hours laboratory

Singers study and perform standard choral literature, especially written for chamber ensemble. Prospective members should have considerable previous choral experience. Public performances are required. Singers will perform outside of class, including evening concerts, participation in collegiate choral festivals, choral exchanges, and on short tours. Ability to match pitch, maintain rhythmic integrity and produce a good tone will be assessed by audition during the initial rehearsals. This course may be repeated to meet the major requirement for transfer to CSU, Sacramento, or to other universities with a similar transfer requirement.

Justification: New to district course is being written to align Chamber Singers with C-ID and to offer Chamber Singers Chorale for the Music AA-T degree.

14. **TA 305 Script Analysis (3.00 units)**

Prerequisite: None.

54.00 hours lecture

This course will explore an in-depth methodology of reading, analyzing, and understanding play scripts in a variety of genres and styles intended for live theatrical production. Students will investigate techniques used to determine the playwright's methods of creating the plot, themes, characters, and imagery within theatrical scripts and how theatre scripts are distinct from other forms of literature.

Justification: This course is one of the courses which is contained in the TMC that Cosumnes River College's Theatre Department does not currently offer. The Theatre Arts Department will be requesting articulation to CID descriptor course THTR 114 Script Analysis. All three segments of the Theatre Department (production, technical, and acting) believe that this course would be invaluable in helping students pursue both transfer goals as well as goals to enter directly into the entertainment industry. This will be a course that will expand the depth and breadth of the offering of the Theatre Department within our ADT as well as our AA degree.

Folsom Lake College

1. **BUS 355 Introduction to Global Entrepreneurship (3.00 units)**

Prerequisite: None.

54.00 hours lecture

This course provides an introduction to the various elements involved in the development of new global small businesses and the expansion of existing business to a global level. The course introduces topics including: successful traits of a global entrepreneur, the entrepreneur's role in the global economy, basics of exporting, economic considerations in global business, sources of international marketing data, and international business

relations across cultures. Emphasis will be placed on the principle concepts of global entrepreneurship.

Justification: This new course is part of the new International Entrepreneurship/Global Exporting Certificate Program for Folsom Lake College. The certificate program has been approved by the North/Far North Regional Consortia.

2. **BUS 356 Global Business Operations (3.00 units)**

Prerequisite: None.

54.00 hours lecture

This class provides an overview of the necessary training to manage global business operations. The course will focus on strategies to effectively operate within differing cultures, following an efficient distribution plan, developing and achieving business goals, political and technological issues on a global scale, and other topics of interest to future participants in the global marketplace. Emphasis will be placed on operations which must be in place to foster global trade and exporting including logistics, trade regulations, economic considerations, and marketing.

Justification: This new course is part of the new International Entrepreneurship/Global Exporting Certificate Program. The certificate program has been approved by the North/Far North Regional Consortia.

Sacramento City College

1. **ESL 53 Intermediate-Mid Integrated Reading and Writing (6.00 units)**

Prerequisite: ESLW 40 and ESLR 40 with grades of "C" or better and ESLR 90 with a grade of "P"; or for students not previously enrolled in ESL courses within the Los Rios District, placement through the Los Rios assessment process.

Advisory: Concurrent enrollment in ESLR 91. Both ESL 53 and ESLR 91 are prerequisites for ESLR 310 and ESL 315. Enrollment in ESL 92 for extra support is advised.

108.00 hours lecture

This integrated-skills course for multilingual speakers focuses on developing academic reading and writing skills at the Intermediate-Mid level. Emphasis is on vocabulary expansion, literal comprehension, inference, and academic writing skills in multi-paragraph essays. Reading and writing topics are integrated; students will practice critical thinking skills to understand, analyze, discuss, and write academic compositions based on ideas expressed in readings.

Justification: This course is designed to provide another option for students at the intermediate-mid reading and writing level. The integrated approach requires students to draw connections between the two skills that often go unrealized in disconnected reading

and writing courses. Combining these two skills eliminates the repetition of skills taught in the individual courses and reduces the unit requirement for students.

2. **ESL 315 Intermediate-High Integrated Reading and Writing (6.00 units)**

Prerequisite: ESLW 50 and ESLR 50 with grades of "C" or better and ESLR 91 with a grade of "P"; or ESL 53 with a grade of "C" or better and ESLR 91 with a grade of "P"; or for students not previously enrolled in ESL courses within the Los Rios District, placement through the Los Rios assessment process.

Advisory: Concurrent enrollment in ESLR 92. Both ESL 315 and ESLR 92 are prerequisites for ESLR 320 and for ESL 325. Enrollment in ESL 94 for extra support is advised.

108.00 hours lecture

This integrated-skills course for multilingual students focuses on strengthening academic reading and writing skills at the Intermediate-High level. The emphasis is on vocabulary expansion, comprehension, inference and analysis, and developing the ability to respond to readings through a variety of essay assignments. Students will use critical thinking skills to understand, paraphrase, summarize, and respond orally and in writing to ideas expressed in fiction and non-fiction readings. They will refine their ability to control a range of grammatical structures. Students will also learn to use the library. Students will be assigned a minimum of 4,000 words including in-class essays and a final exam.

Justification: Already in the district there are integrated reading-writing courses at the intermediate-mid level and at the advanced-low level in ESL. This proposed course will bridge the gap and provide students with the opportunity to take an integrated reading-writing course at the intermediate-high level.

3. **ET 140 Smart Computing Device System Repair I (4.00 units)**

Prerequisite: None.

48.00 hours lecture, 72.00 hours laboratory

This is an introductory course to smart computing system repair. The course will begin with an overview of the history of computing systems and repair. Information of common computer system repair, nomenclature, diagnostic software, and the theory of computing systems operations will be covered. The course will also introduce the student to the use of the Internet for locating technical repair documentation on the Web.

Justification: The ET 145 content is being combined with ET 146 to make a 4 unit course to be called ET 140 Smart Device System Repair I.

4. **ET 141 Smart Computing Device System Repair II (3.00 units)**

Prerequisite: ET 140 with a grade of "C" or better

36.00 hours lecture, 54.00 hours laboratory

This is a second course in a series of two designed to train students in the advanced skills needed in the installation, maintenance, and repair of modern computer smart devices and systems.

Justification: The ET 147 course content is being updated and renamed as ET 141 Smart Device System Repair II a 3 unit course the second in a series of two courses in Smart Device System Repair.

5. **ET 491 Advanced Student Projects Laboratory I (2.00 units)**

Prerequisite: ET 306 with a grade of "C" or better

Corequisite: ET 305

Advisory: ET 340; with a grade of "C" or better

108.00 hours laboratory

This course provides an opportunity for students to pursue advanced electronics projects to learn and practice skills needed in the construction, installation, maintenance, and repair of electronic devices.

Justification: This course is needed to give students an opportunity to pursue complex and rigorous projects in electronics.

6. **ET 492 Advanced Student Projects Laboratory II (2.00 units)**

Prerequisite: ET 306 with a grade of "C" or better

Corequisite: ET 340

Advisory: ET 305; with a grade of "C" or better

108.00 hours laboratory

This course provides an opportunity for students to further pursue advanced electronics projects to learn and practice skills needed in the construction, installation, maintenance, and repair of electronic devices.

Justification: This course is needed to give students an opportunity to continue to pursue complex and rigorous electronic projects to a successful end.

7. **FITNS 326 Mat Pilates II (1.00 unit)**

Prerequisite: FITNS 324 (Mat Pilates) with a grade of "C" or better. Students will be allowed enrollment in this course by completing a pre-test, which includes satisfactory demonstration of 1st level Pilates exercises.

54.00 hours laboratory

Mat Pilates II is a 2nd level course developed for the Intermediate-level Pilates student. The course will include the basic foundation of mat exercises with the addition of intermediate/advanced level exercises. Routines will include resistance methods of training with focus on development of stronger core muscles.

Justification: Mat Pilates has been a part of our catalog for over eight years, and it has been one of our most popular Fitness classes on campus. It is time for an Intermediate/2nd level course to be offered on our campus. There are many layers to this type of fitness, which needs to be expanded and taught in separate course offerings.

8. **FITNS 444 Swimming V (1.00 unit)**

Prerequisite: Student must achieve a passing standard on the swim test of 100 yards of freestyle with proficient breathing to the side, 50 yards of backstroke, and 50 yards of breaststroke.

54.00 hours laboratory

This course is a physical education course that includes a workout approach with emphasis on aerobic and anaerobic fitness. It is a self-paced course and utilizes interval training, cardiovascular conditioning, swimming technique, and aerobic and anaerobic training principles. This course was formerly known as FITNS 312.

Justification: This new course was proposed as an outcome of program review.

9. **LIBT 100 Introduction to Library and Information Technology (0.50 units)**

Prerequisite: None.

Advisory: ENGWR 101 (College Writing) and ENGRD 310 (Prose Analysis and Interpretation); or ESLW 320 (Advanced-Low Writing) and ESLR 320 (Intermediate High Reading) with grades of "C" or better; or placement through the assessment process. Basic familiarity with computers is recommended for this course.

9.00 hours lecture

This course is designed to introduce students to the Library and Information Technology Program at Sacramento City College and to familiarize them with the skills that they will need to succeed in the program and the library profession as a whole. Topics will include an overview of the library profession, effective communication, and basic computer skills that students will use in the classes in the program. Students will also learn to use the online learning system, library catalog, and databases. Students should plan on taking this course before LIBT 300.

Justification: This course is designed to provide all students entering the Library and Information Technology program with the personal and technological skills they will need to be successful in the program. Additionally, it will provide an introduction to the profession as a whole so students will understand whether the rest of the Library and Information Technology program will be a good fit for them professionally.

10. LIBT 110 Job Search Skills for Library Careers (1.00 unit)

Prerequisite: None.

Advisory: ENGRD 310 (Prose Analysis and Interpretation) and ENGWR 101 (College Writing); or ESLR 320 (Intermediate High Reading) and ESLW 320 (Advanced-Low Writing) with grades of "C" or better; or placement through the assessment process. Basic familiarity with computers is recommended for this course.

18.00 hours lecture

This course will prepare students for a successful job search in a library field. Utilizing traditional and electronic methods; students will research job opportunities in the library profession; identify key workplace skills; learn best practices for writing applications; resumes; and cover letters; learn relevant career networking skills; and practice interviewing techniques. A field trip to a local library branch or alternative assignments may be required.

Justification: The information covered in this course has previously been taught in LIBT 498 (Work Experience in Library and Information Technology). The department feels that this information would be useful to a wider population of library workers in the Sacramento region and might attract students into the Library and Information Technology program.

11. OTA 122 Introduction to Clinical Practice in Non-Traditional Settings (1.00 unit)

Prerequisite: AH 106 with a grade of "C" or better; Consent of the OTA program coordinator and the academic fieldwork coordinator are required to ensure site availability.

Enrollment Limitation: Enrollment in the Occupational Therapy Assistant Program and completion of BIOL 100, OTA 100, FCS 324 or PSYC 370 and AH 110 with grades of "C" or better and a cumulative GPA of 2.5 in these four (4) courses. Completion of ENGRD 110 or eligibility for ENGRD 310 as determined by the reading assessment process for all applicants who do not have an AA Degree or higher.

54.00 hours laboratory

Through Level I Fieldwork experiences, students will be introduced to non-traditional practice for individuals with conditions that limit or affect engagement in occupations. As participant observers, students will integrate academic experiences with Occupational Therapy (OT) process in fieldwork settings serving non-traditional clients, those not in typical clinical settings. Through interactions with clients and staff, students will develop skills in observation of occupational performance, clinical safety, therapeutic communication and clinical relationships, professional behavior and boundary-setting, and the self-awareness necessary to be a successful OT practitioner. Students will be required to complete 40 hours of clinical fieldwork during weekday business hours and attend 14 hours of on-campus discussion group. This course is graded Pass/No Pass. Note: Fieldwork sites may require completion of a physical examination, immunizations, a TB test, and/or current CPR certification for health personnel (level C). Background

checks, fingerprinting, and drug screens may also be required. Proof of health insurance may be required. Proof of automobile insurance may be required if driving is involved as part of the clinical experience. Students are responsible for their own transportation to/from the fieldwork site.

Justification: This curriculum is being submitted as part of the Program Review process.

12. PHIL 306 Environmental Philosophy (3.00 units)

Prerequisite: None.

54.00 hours lecture

This course explores historical and contemporary philosophical positions regarding our place in nature and how these positions apply to specific environmental issues. It examines what makes the natural environment valuable and the responsibilities that arise from that value. In addition, it presents theories regarding how the environment affects our ability to know and shapes our beliefs.

Justification: This course is motivated by educational initiatives from around the country to develop and provide environmental curriculum in higher education, by our need to prepare for an environmentally challenged future, and by student requests for this content. It is both a general education and a transferable course. It is designed especially in the interest of Philosophy, Social Science, and Humanities majors and as a core course requirement for the proposed AA degree in Environmental Literacy.

PROGRAM PROPOSALS

Program Deletion(s)

Folsom Lake College

1. **Group Fitness Instructor**

Justification: Since the launch of this certificate there have only been two certificate completers. Students typically only take KINES 413 which prepares them to pass the American Council on Exercise's Group Fitness Instructor Certification Exam and then seek employment. They typically do not persist to take the remaining courses in this certificate program.

New Programs

American River College

1. **Automotive Collision Technology-Advanced**

This certificate prepares the student for employment as a multi-tasked technician (mechanical, frame, body and refinish), who can repair the car frame, body and refinish from start to finish. This certificate also prepares the student for ASE testing, I-CAR points and increases career opportunity. This certificate is intended for students who have completed the Automotive Collision Technology Certificate and need to obtain a higher skill level in the field.

Justification: This program helps increase the students' employability and credibility in the new work force by expanding their knowledge and skills in the field of automotive collision repair. This program also prepares the students for ASE testing and I-CAR points and increases career opportunities.

2. **Automotive Collision Technology-Non-Structural**

This certificate provides a combination of classroom and hands-on experience to prepare for careers in non-structural automotive collision technology. Topics include automotive collision basic, component and non-structural repairs. This certificate is intended for students who have completed the Automotive Collision Technology Certificate and need to obtain a higher skill level to obtain higher I-CAR pro levels.

Justification: This program helps increase the student's employability and credibility in the new work force by expanding their knowledge and skills in the field of automotive collision non-structural repair.

3. **Automotive Collision Technology-Refinish**

This program provides a combination of classroom and hands-on shop experience to prepare for a career in automotive collision technology refinishing. Topics include component repair, non-structural repairs and, refinishing. This certificate is intended for students who are interested in exploring the field of automotive collision refinishes.

Justification: This program increases the student's employability and credibility in the new work force by expanding their knowledge and skills in the field of automotive collision refinish.

4. **Automotive Collision Technology-Structural**

This program provides a combination of classroom and hands-on shop experience to prepare for a career in automotive collision structural repairs. This certificate is intended for students who have completed the Automotive Collision Technology Certificate and need to obtain a higher skill level in the field.

Justification: This program helps increase the student's employability and credibility in the new work force by expanding their knowledge and skills in the field of automotive collision structural repair.

Cosumnes River College

1. **Music**

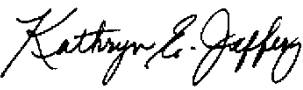
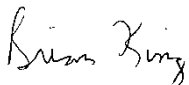
Completion of this degree provides a foundation in music. Program offerings include course work in music theory and aural skills, applied instrumental and vocal instruction, and ensemble performance. The Associate in Arts in Music for Transfer Degree (AA-T) is designed to provide a seamless transfer pathway for students interested in pursuing at least one Music degree option in the California State University (CSU) system. The degree is comprised of lower division coursework typically required by CSU institutions. Students must complete the core curriculum and electives to meet a total of 60 transferable units, which includes the CSU General Education Breadth or the Intersegmental General Education Transfer Curriculum (IGETC) pattern. Upon successful completion of the degree requirements, students will be guaranteed admission to the CSU system with junior status and will not have to repeat lower division coursework. Students are encouraged to meet with a counselor to develop their educational plans as degree options and general education requirements vary for each university.

Justification: We are developing a transfer degree in music.

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 11, 2013

SUBJECT:	Community College Pathway to Law School Initiative	ATTACHMENT: Yes	
		ENCLOSURE: None	
AGENDA ITEM:	Consent Item D	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	Kathryn Jeffery 	CONSENT/ROUTINE	X
		FIRST READING	
APPROVED FOR CONSIDERATION:	Brian King 	ACTION	
		INFORMATION	

BACKGROUND:

The State Bar of California has announced they are accepting letters of interest and supplemental information from California Community Colleges interested in participating in an innovative initiative designed to increase diversity in the law school pipeline: the Community College Pathway to Law School Initiative. Under the Community College Pathway to Law School Initiative (also called the 2+2+3 Pathway to Law School Initiative), students who meet certain requirements from the 20 selected California community colleges may be granted guaranteed admission or given priority enrollment to at least four top accredited law schools in California.

STATUS:

Sacramento City College has prepared and submitted an application for consideration by the State Bar of California in the interest of being one of the 20 community colleges in California selected for participation in the 2+2+3 Pathway to Law School Initiative. By participating in this initiative, SCC will provide support for students, including mentoring and pre-law counseling, in an effort to provide students with the best possible chance for success. Faculty members will be identified to teach required courses and organize pre-law activities such as law school visits or law day conferences. SCC offers the core courses that align with the “success factors” that help make effective lawyers: Law and Society (Street Law), English Composition, Philosophy (Critical Law), Argumentation and Debate, Statistics, U.S. History, Introduction to American Government, Service/Civic Learning, and Human and Career Development (College Success).

The State of California is a majority-minority state with at least 60 percent of its population made up of persons from racial-ethnic minority groups. The California bar is only 20 percent minority lawyers, and this number has not been increasing at a pace that is rapid enough to reflect the general population.

The student population of SCC is an ideal representation of the rich diversity of the state of California and includes students who come from the least affluent communities in the Sacramento region, first generation students, students of color, student with disabilities, veterans, and those who have work and family responsibilities. At SCC, 17,102 students, or approximately 69% of the total enrollment of 24,828, identify themselves as African-American,

Asian-Pacific Islander, Hispanic/Latino, Native American, multi-race, or other non-White ethnicity. Further, SCC is physically located in close proximity to participating law schools (UC Davis, Santa Clara), thereby creating the potential for smooth transfer within the local community.

RECOMMENDATION:

It is recommended the Board of Trustees endorse Sacramento City College's submission of a Letter of Interest and application for participation in the 2+2+3 Community College Pathway to Law School Initiative.

The Community College Video Project

The State Bar's Council on Access & Fairness produced two videos (a 9 minute and a 28 minute version—both in closed captioned format) for its community college diversity pipeline initiative. The purpose of the videos is to encourage a career in law by featuring distinguished judges and lawyers from diverse backgrounds who began their educational career at community colleges. Starting in Spring 2013, the videos will be made available to students at the 112 community colleges in California and can be viewed at <https://www.youtube.com/watch?v=Lgz1hDDBTps> and https://www.youtube.com/watch?v=5beBX1s_FQM. For closed captioned versions and materials <https://sites.google.com/site/calbardream/>

Featured on the Video

The video participants include:

Judiciary:

Hon. Tani Cantil-Sakauye, Chief Justice,
California Supreme Court

Hon. Thang Nguyen Barrett, Santa Clara County

Hon. Diana Becton, Contra Costa County

Hon. Robert Tafoya, Kern County

Attorneys:

Jeff Adachi, San Francisco Public Defender

Ruthe Ashley, CEO, Diversity Matters

Robert L. Harris, Vice President (Ret.), PGE

Paul Henderson, San Francisco Mayor's Office

Sandra Serrano, Chancellor,

Kern Community College District

Law Students:

Niles Pierson, USC Gould School of Law

Lisa Smith, UCLA School of Law

About the State Bar Council on Access & Fairness

The Council on Access & Fairness (COAF) was created by the State Bar in 2006 to serve as the State Bar's diversity "think tank" and to advise the State Bar Board of Trustees on appropriate strategies, consistent with State Bar policies and procedures, that enhance opportunities and advancement in the legal profession for diverse populations, particularly those who have been historically underrepresented. COAF is the only State Bar entity charged with implementing the State Bar's diversity goals and strategies.

About Videographer Marc Ramos

Marc Ramos is a filmmaker and technology educator from the greater Silicon Valley. Marc earned his BA in Film & Digital Media at U. C. Santa Cruz and holds an expert certification in Avid's ProTools application. Marc's work has been screened nationally and in Latin America. His work has also received the Audience Choice Awards from both the Jackson Heights Film Festival (2008) and San Francisco Latino Film Festival (2008) for the film *Uprooted*. He was the editor for *Danza Folklorica Escenica* currently airing national on PBS through the National Educational Telecommunication Association. Work samples and CV can be viewed at www.marc-ramos.com

"When You Dream"

The Community College Pipeline to Law School



Achieving Diversity

The State Bar of California
Council on Access & Fairness
180 Howard Street
San Francisco CA 94105
415-538-2240

Video produced by The State Bar of California
Council on Access & Fairness through a grant
from the California Bar Foundation

The Community College Pipeline to Law School

California community colleges are more racially diverse than even the general population in California. California is a majority-minority state with at least 60 percent of its population made up of persons from racial-ethnic minority groups.

The membership of the State Bar of California is only 21 percent minority lawyers, and this number has not been increasing at a pace that is rapid enough to reflect the general population.

The legal profession has lagged behind almost every other profession in the country in bringing people of color into its ranks. The imbalance in the proportion of minority lawyers and judges compared to the general population is one of the primary causes of a lack of public trust and confidence in the courts and the legal system.

The leaks in the education pipeline that have led to this current situation start early. One of the most critical leaks in the pipeline occurs as students transition into college. California's public community college system is the largest in the country, preparing students to transfer to four-year universities, providing workforce development and training, and providing basic skills and remedial education.

Our community colleges educate nearly two and a half million students a year, with more than 60 percent being students of color. Approximately 28% percent of University of California and 55 percent of California State University graduates started at a California community college. The system enrolls almost one-fourth of all 20 to 24-year olds in California.

Participation rates show that community colleges provide access to higher education for all segments of the state's population, including substantial numbers from all categories of age, gender, race/ ethnicity.

California's community college system has the most diverse student population of the three public systems in California, providing opportunity for everyone who aspires to a college education, including students from the poorest communities in California, first-generation Americans and recent immigrants, and those who have work and family responsibilities.

Thousands of talented young people leak out of the education pipeline from community college to law school every year because of a lack of support, mentoring, financial resources, and information about what is needed to gain admission to and succeed in law school.

These activities are funded solely through voluntary contributions to the State Bar of California. No mandatory attorney dues are used for these projects.

The State Bar's Community College Diversity Pipeline Initiatives

Studies show that students starting at community colleges tend to be just as successful in law school as students who start at four-year institutions. For the past several years, a higher percentage of law school applicants have begun their undergraduate education at community colleges. Hispanic/Latino applicants, in particular, are most likely to have started at community colleges. By 2007, nearly one in four Hispanic/Latino applicants to law school started at a community college. See *LSAC Report: "From Two-year Institutions to Law School"* at <http://www.lsac.org/Members/Data/PDFs/2-year-college-to-law-school-admit-l-writeup.pdf>

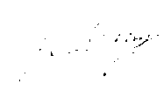
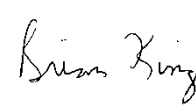
For these reasons, the COAF has initiated other community college pipeline projects including the creation of articulation agreements between local community colleges, four-year colleges/universities and law schools to facilitate the transition to law school ("2+2+3") and the creation of a team of community college faculty "champions" on each campus to provide pre-law counseling and resources to students.

For more information on these and other COAF diversity initiatives, contact the State Bar of California, Council on Access & Fairness, 180 Howard Street, San Francisco, CA 94015, 415-538-2240 or patricia.lee@calbar.ca.gov.

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 11, 2013

SUBJECT:	Board Policy Revisions: Student Trustee (P-3122)	ATTACHMENT: Yes	
		ENCLOSURE: None	
AGENDA ITEM:	Consent Item E	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	JP Sherry 	CONSENT/ROUTINE	X
		FIRST READING	
APPROVED FOR CONSIDERATION:	Brian King 	ACTION	
		INFORMATION	

BACKGROUND:

Between 2009 and 2011, the Student Trustee Policy and the Student Body Association Policies were rewritten to better reflect the roles of these Policies in the educational processes of the Colleges. Recent legislation signed by Governor Brown in 2013 authorizes the selection of a Student Trustee in the instance of a vacancy in the office rather than requiring a full election.

STATUS:

The initial proposed change to the Policy in section 2.0 is to clarify that a Student Trustee Candidate must meet the eligibility requirements at the time they petition to be the Student Trustee and that the position may not be used for work experience purposes. In section 3.5, staff proposes amending the Policy to reflect the similar language in the Student Body Association Policy as to what steps the Chancellor can take when there is a claim of an invalid election. The proposed change to Section 4.0 of the Policy clarifies that it is the Student Senates of each College that are empowered to recall the Student Trustee, and that the clock to hold a recall election starts upon the declaration of the Vice Chancellor of Education and Technology that the recall conditions have been satisfied. The vacancy provisions of the Policy are proposed to be amended to state expressly that the Student Trustee position becomes vacant immediately upon the failure of the Trustee to meet the qualifications for the office. Finally, in light of the law signed by the Governor this year, the proposal allows for the appointment of the student trustee by the Student Advisory Committee if there is a vacancy.

RECOMMENDATION:

It is recommended that the Board of Trustees approve the proposed revisions to Policy 3122 – Student Trustee.

[Policy - 3000 Board of Trustees](#) || [Table of Contents](#) || [Back](#) || [Next](#)

1.0 Student Trustee (Ed. Code, § 72023.5)

1.1 In accordance with the Education Code, the Los Rios Community College District Board of Trustees shall include within its membership, in addition to the number of members otherwise prescribed, a non-voting student as Student Trustee.

1.2 The term of the Student Trustee shall be one (1) year commencing on June 1 of each year.

2.0 Qualifications for Student Trustee (Ed. Code, § 72023.5)

2.1 A Student Trustee shall be required at the time he or she submits his or her petition for nomination and throughout the term of his or her appointment to:

2.1.1 Be a California resident;

2.1.2 Be enrolled in and maintain at least five (5) semester units at one or more of the Colleges of the Los Rios Community College District;

2.1.3 Be a student in good standing and not be on academic probation.

2.2 During his or her lifetime, no student shall serve more than a single term as the Student Trustee.

2.3 The position of Student Trustee shall not be used for Cooperative Work Experience Education.

3.0 Election

3.1 A district-wide student election shall be held to select the Student Trustee.

3.2 It is the intent of the Board of Trustees that the election for the Student Trustee shall be held in accordance with all of the following principles:

3.2.1 The election shall be a learning experience about representative democracy, free and fair elections and voting.

3.2.2 The election shall be fundamentally fair.

3.2.3 The election shall uniformly enfranchise eligible voters with elections open to students.

3.2.4 The election shall be based on the universal suffrage principle of “one person-one vote.”

3.2.5 The election shall preserve the confidentiality of the ballot.

3.2.6 The election process shall provide for the adequate distribution and display of comprehensive campaign information to all eligible voters.

3.3 This election will be run and paid for by the student associations at each college and coordinated by the Student Advisory Committee and the Vice President of Student Services, or designee, at each campus. The elections shall be subject to the direction and supervision of the Vice Chancellor of Education and Technology, or designee.

3.4 The Student Trustee shall be elected at large by plurality vote of the voting students in all Colleges of the District.

3.5 The Board of Trustees retains oversight over the Student Trustee election and may direct the Chancellor, or designee, to investigate any election irregularities. In the event the Chancellor or designee concludes there was a material irregularity in the election, the Chancellor or designee may:

3.5.1 Validate the election;

3.5.2 Invalidate the election and require a re-election;

3.5.3 Validate the election by excluding votes from a polling place where the irregularity occurred; or

3.5.4 Make any other determination that fairness requires.

~~After that investigation, the Chancellor, or designee, may make any decision that fairness requires, including utilizing the provisions contained in section 5.0, below.~~

4.0 Recall

4.1 A majority of ~~S~~student Body Association s ~~councils and each of its components~~ Senates (at least 3 out of 4) that have each recorded a three-quarter (3/4) majority vote within their respective ~~bodies~~ councils shall be ~~sufficient~~ required to enact a recall election for the position of Student Trustee.

4.2 Recall shall be initiated for just cause only, including but not limited to illegal or unethical behavior while acting as a representative of the students of the Los Rios Community College District; being unresponsive, or acting contrary to the interests and welfare of the students of the District; disregarding the expressed intentions of the Student Body Association and

each of its components Governments and the District Student Advisory Committee; or not maintaining the qualifications of the Student Trustee.

4.3 The recall election shall begin no later than fourteen (14) days after the Vice Chancellor of Education and Technology declares the requirements to enact the recall have been fulfilled and shall comply with the requirements of ~~section~~ Section 3.0 above.

5.0 Student Trustee Vacancy

5.1 Definition of Vacancy

5.1.1 If no student trustee has been elected as of May 31 of each year, the Student Trustee seat shall become vacant on June 1 of that year.

5.1.2 If a Student Trustee has two (2) consecutive unexcused absences from Board meetings, the Student Trustee seat shall become vacant. Absences may be excused using the same procedure applicable to other trustees.

5.1.3 In the event that a Student Trustee is unable to complete his/her term, the Student Trustee seat shall become vacant.

5.1.4 If the Student Trustee fails to meet the qualifications to hold office at any time, the Student Trustee seat shall immediately become vacant.

5.1.5 If the Student Trustee is recalled, the Student Trustee seat shall become vacant.

5.2 Procedures for Filling Vacancies

5.2.1 If the Student Advisory Committee is required to select the Student Trustee in the event of a vacancy, the Student Advisory Committee shall elect the new student trustee according to the following procedures:

5.2.2 Voting members of the Student Advisory Committee for this purpose shall consist of the College student association Student Senate presidents, or designees. In the event that a voting member of the Student Advisory Committee is also a candidate for Student Trustee, the College's respective student association Student Senate officers shall select a designee to replace this individual for the purposes of the Student Trustee election.

5.2.3 In the event of an election that has been invalidated, the pool of qualified and vetted candidates from which the Student Advisory Committee may elect the student trustee shall be those candidates who

qualified for the student trustee election and appeared in the ballot, excluding any subsequently disqualified candidate.

5.2.4 In all cases not concerning invalidated elections, the pool of qualified and vetted candidates from which the Student Advisory Committee may elect the Student Trustee shall be the candidates that (a) meet the qualifications for student trustee described in Policy 3122, Section 2.1; and (b) have filed a valid, recent nominating petition with either (i) at least fifty (50) signatures of currently enrolled Los Rios students, or (ii) a resolution endorsing the candidate by a College's student association Student Senate. Each College student association Student Senate may endorse only a single candidate. A petition will be considered recent if it has been filed within six (6) months of the announced election date.

5.2.5 The Student Advisory Committee in collaboration with the Vice Chancellor of Education and Technology, or designee, shall select a student trustee vacancy election date between two and three weeks after a declared vacancy.

5.2.6 Upon the declaration of a vacancy, a request for candidates, an explanation of the qualifications and vetting process, and the date of the student trustee vacancy election will be widely distributed to all Los Rios students. Petitions shall be available at each campus at the Student Activities Office immediately upon the announcement of a vacancy.

5.2.7 On the day of the election, each qualified and vetted candidate shall be given an opportunity to present their qualifications to the Student Advisory Committee. The Student Advisory Committee shall have the right to fix such time limits on presentations as it deems appropriate.

5.2.8 Voting shall be accomplished by a series of ballots during a meeting open to the public.

5.2.9 In the first ballot, each Student Advisory Committee member shall vote for a single candidate. If a candidate secures a majority of the votes in this initial ballot, that candidate shall be selected as the student trustee.

5.2.10 If no candidate receives a majority of the votes after the first ballot, any candidate who received no votes shall be excluded from further consideration and a second ballot shall be cast in accordance with section 5.2.9.

5.2.11 If no candidate receives a majority after the second ballot, preference voting shall be used. In this case, each voting Student Advisory Committee member shall rank each of the remaining candidates on his or her ballot. When counted, the top candidate on each ballot receives four

votes, the second candidate receives three votes, the third candidate receives two votes, and the fourth candidate receives one vote. The votes are then totaled and the candidate with the highest weighted ranking (i.e. the most total votes) shall be selected as the student trustee.

5.2.12 In the event of a tie after the preference vote, the Student Trustee shall be selected as the student trustee by lot from the candidates involved in the tie.

~~5.2 Procedure for Filling Vacancy~~

~~5.2.1 In the event of a vacancy, another election shall be held to select the new Student Trustee.~~

6.0 Regulations

6.1 The Chancellor shall develop Administrative Regulations to implement this policy.

[Policy - 3000 Board of Trustees](#) || [Table of Contents](#) || [Back](#) || [Next](#)

Policy Adopted: 3/29/78

Policy Revised: 1/14/81; 1/28/81; 2/17/82; 9/5/90; 3/6/91; 9/18/91; 10/4/95; 6/4/97;
8/21/02; 11/18/09; 12/14/11

Policy Reviewed:

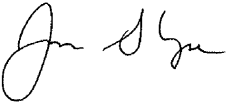
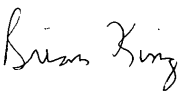
Adm. Regulation: [R-3122](#)

DRAFT 10/29/13

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 11, 2013

SUBJECT:	Disposition of Stale District Records	ATTACHMENT: Yes	
		ENCLOSURE: None	
AGENDA ITEM:	Consent Item F	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	Jon Sharpe 	CONSENT/ROUTINE	X
		FIRST READING	
APPROVED FOR CONSIDERATION:	Brian King 	ACTION	
		INFORMATION	

BACKGROUND:

Per Title 5, the Board of Trustees is required to approve the destruction of Class 3 (Disposable) records. Accordingly, the District presents to the Board a listing of items recommended for destruction.

STATUS:

In accordance with Title 5, Section 59027, documents listed on the attached have been classified as Class 3 records and are submitted to the Board for recommendation to be destroyed by the required manner of shredding, burning or pulping (Section 59029). It is hereby certified that all records included in the list are not in conflict with the record retention and destruction requirements of Title 5.

RECOMMENDATION:

It is recommended that the Board of Trustees approve the destruction of the documents referenced on the attached lists.

**Los Rios Community College District
District Office**

Fiscal Year Documents Originated	Department	Box #	Documents	Fiscal Year Eligible for Destruction
1998-2007	General Counsel	3652	Old Contracts	2012-2013
2000-2007	General Counsel	3651	Old Contracts	2012-2013
1995-1996	Grants & Contracts	2005	Summary & Budget Reports	2011-2012
1995-1996	Grants & Contracts	2761	Grant Agreements	2011-2012
1998-1999	Grants & Contracts	2006	Facilities Maint. Reports	2011-2012
1998-1999	Grants & Contracts	2162	Facilities Maint. Reports	2012-2013
2003-2004	Grants & Contracts	2867	Grant Agreements	2011-2012
2003-2004	Grants & Contracts	2868	Training Source Contracts	2011-2012
2004-2005	Grants & Contracts	2998	Grant Agreements	2011-2012
2004-2005	Grants & Contracts	3127	Grant Agreements	2012-2013
2005-2006	Grants & Contracts	3108	Grant Agreements	2012-2013
2005-2006	Grants & Contracts	3224	Grant Agreements	2012-2013
2005-2006	Grants & Contracts	3596	Grant Agreements	2012-2013
2005-2006	Grants & Contracts	3608	Grant Agreements	2012-2013
2005-2006	Grants & Contracts	3671	Grant Agreements	2012-2013
2006-2007	Grants & Contracts	3370	Grant Agreements	2012-2013
2007-2008	Human Resources	3028	Employment	2012-2013
2007-2008	Human Resources	3029	Employment	2012-2013
2007-2008	Human Resources	3030	Recruitment	2012-2013
2007-2008	Human Resources	3031	Employment	2012-2013
2007-2008	Human Resources	3032	Employment	2012-2013
2007-2008	Human Resources	3033	Employment	2012-2013
2007-2008	Human Resources	3106	Recruitment	2011-2012
2007-2008	Human Resources	3115	Recruitment	2011-2012
2007-2008	Human Resources	3121	Recruitment	2011-2012
2007-2008	Human Resources	3123	Recruitment	2011-2012
2007-2008	Human Resources	3270	Recruitment	2012-2013
2007-2010	Human Resources	3280	Recruitment	2012-2013
2007-2010	Human Resources	3564	Recruitment	2013-2014
2008-2009	Human Resources	3125	Recruitment	2011-2012
2008-2009	Human Resources	3396	Recruitment	2012-2013
2008-2009	Human Resources	3407	Recruitment	2012-2013
2009-2010	Human Resources	3417	Recruitment	2012-2013
2009-2010	Human Resources	3490	Recruitment	2012-2013
2009-2010	Human Resources	3501	Recruitment	2012-2013
2005-2008	Purchasing	3193	Purchase Orders 1034400-1035399 1038012-1039933 1032080-1040767	2012-2013
2005-2008	Purchasing	3199	Purchase Orders 1035400-1036599	2012-2013
2007-2008	Purchasing	3345	Purchase Orders 1045100-1045599 1038873-1044033 3004586-301005	2012-2013
2007-2008	Purchasing	3346	Purchase Orders 3010251-3010599 6000496-6000556 9000168-9000186 B380000-B380009 B680000-B680016	2012-2013

**Los Rios Community College District
District Office**

Fiscal Year Documents Originated	Department	Box #	Documents	Fiscal Year Eligible for Destruction
2007-2008	Purchasing	3350	Purchase Orders 1045600-1046299 3010151-3010250 1046568, 1049499, 1049617,1049427, 1049641,1049837, 1051070, 1050830A, 6000547, 3010195, 336, 391, 457, 565, 601, 670, 688, 771	2012-2013
2007-2008	Purchasing	3351	Purchase Orders 1044151-1045099	2012-2013
2007-2008	Purchasing	3352	Purchase Orders 1043200-1044150	2012-2013
2007-2008	Purchasing	3353	Purchase Orders 3009200-3010150	2012-2013
2007-2009	Purchasing	3358	Purchase Orders B180500-B180621	2013-2014
2008-2009	Purchasing	3394	Purchase Orders 1047102-1048599	2013-2014
2008-2009	Purchasing	3424	Purchase Orders 1049151-1050149	2013-2014
2008-2009	Purchasing	3425	Purchase Orders 1048500-1049149	2013-2014
2008-2009	Purchasing	3439	Purchase Orders 1050150-1051149	2013-2014
2008-2009	Purchasing	3440	Purchase Orders 1051150-1051796 6000546-6000574 3004634-310851	2013-2014
2008-2009	Purchasing	3449	Purchase Orders B190000-B190149 B390000-B390084 B690000-B690015 B990000-B990001 1043293-1049429	2013-2014
2008-2009	Purchasing	3450	Purchase Orders B190200-B190648 3010600-3010949 6000558-6000614	2013-2014
2002-2003	Resource Development	2788	Files related to Teacher prep Grant	2012-2013

**Los Rios Community College District
Cosumnes River College**

Fiscal Year Documents Originated	Department	Box #	Documents	Fiscal Year Eligible for Destruction
2007-2008	Bookstore	407	VISA/Electronic Funds Transfer 5/1/2008-8/11/2008	2011-2012
2007-2008	Bookstore	408	VISA/Electronic Funds Transfer 1/25/2009-2/27/2009	2011-2012
2007-2008	Bookstore	409	VISA/Electronic Funds Transfer 8/12/2008-9/10/2008	2011-2012
2007-2008	Bookstore	410	VISA/Electronic Funds Transfer 9/11/2008-11/30/2008	2011-2012
2008-2009	Bookstore	405	VISA/Electronic Funds Transfer 12/1/2008-1/24/2009	2012-2013
2008-2009	Bookstore	406	VISA/Electronic Funds Transfer 3/1/2009-4/30/2009	2012-2013
2009-2010	Bookstore	490	Bookstore 5/1/09-7/31/09 (Visa/Electronic Funds Transfer) 1 of 6	2013-2014
2009-2010	Bookstore	491	Bookstore 8/1/09-8/31/09 (Visa/Electronic Funds Transfer) 2 of 6	2013-2014
2009-2010	Bookstore	492	Bookstore 9/1/09-10/15/09 (Visa/Electronic Funds Transfer) 3 of 6	2013-2014
2009-2010	Bookstore	493	Bookstore 10/16/09-12/23/09 (Visa/Electronic Funds Transfer) 4 of 6	2013-2014
2009-2010	Bookstore	494	Bookstore 1/4/10-1/29/10 (Visa/Electronic Funds Transfer) 5 of 6	2013-2014
2009-2010	Bookstore	495	Bookstore 2/10/10-4/30/10 (Visa/Electronic Funds Transfer) 6 of 6	2013-2014
2004-2005	Child Development Center	158	Federal Work Study files term employees	2008-2009
2005-2007	Child Development Center	166	Miscellaneous Employee Documents Fall 2005-2007	2010-2011
2003-2004	Instruction Office	87	North Far North Regional Consortium files	2007-2008
2001-2007	Research	97	National Science Foundation Student Records	2010-2011
2001-2007	Research	98	National Science Foundation Student Records	2010-2001
2001-2007	Research	100	National Science Foundation student records/grant information	2010-2011
2003-2004	Research	94	Regional Environmental Business Resource and Assistance Center Grant	2007-2008
2003-2004	Research	95	Regional Environmental Business Resource and Assistance Center Grant	2007-2008
2003-2004	Research	96	Regional Environmental Business Resource and Assistance Center Grant	2007-2008
2003-2004	Research	99	Regional Environmental Business Resource and Assistance Center Grant	2007-2008
2006-2007	Science Math Engineering	93	Science Math Engineering Grants	2010-2011
2009-2010	Science Math Engineering	466	Student Participation Waivers 2010	2013-2014

**Los Rios Community College District
Folsom Lake College**

Fiscal Year Documents Originated	Department	Box #	Documents	Fiscal Year Eligible for Destruction
2004-2005	Business Services Office & Bookstore	Bus 0202	Revolving Checks Numeric	2012-2013
2004-2005	Business Services Office & Bookstore	Bus 0202	Revolving Deposits	2012-2013
2005-2006	Business Services Office & Bookstore	Bus 0202	Revolving Checks Numeric	2012-2013
2005-2006	Business Services Office & Bookstore	Bus 0204	FLC Returned Checks	2012-2013
2006-2007	Business Services Office & Bookstore	Bus 0192	FLC Student Refunds	2012-2013
2006-2007	Business Services Office & Bookstore	Bus 0196	EDC Deposit Spreadsheets	2012-2013
2006-2007	Business Services Office & Bookstore	Bus 0196	EDC Group Detail Reports	2012-2013
2006-2007	Business Services Office & Bookstore	Bus 0196	EDC Parking	2012-2013
2006-2007	Business Services Office & Bookstore	Bus 0196	EDC Pay for Print	2012-2013
2006-2007	Business Services Office & Bookstore	Bus 0197	EDC Daily Sales Reports (DSRs)	2012-2013
2006-2007	Business Services Office & Bookstore	Bus 0198	FLC Group Detail Reports	2012-2013
2006-2007	Business Services Office & Bookstore	Bus 0199	FLC DSRs	2012-2013
2006-2007	Business Services Office & Bookstore	Bus 0199	FLC Grant Repayment	2012-2013
2006-2007	Business Services Office & Bookstore	Bus 0199	FLC Library Fines	2012-2013
2006-2007	Business Services Office & Bookstore	Bus 0199	FLC Other Payments	2012-2013
2006-2007	Business Services Office & Bookstore	Bus 0199	FLC Parking	2012-2013
2006-2007	Business Services Office & Bookstore	Bus 0199	FLC Patton Vending	2012-2013
2006-2007	Business Services Office & Bookstore	Bus 0199	FLC Petty Cash	2012-2013
2006-2007	Business Services Office & Bookstore	Bus 0199	FLC Red Cross Certification	2012-2013
2006-2007	Business Services Office & Bookstore	Bus 0200	Purchase Orders	2012-2013
2006-2007	Business Services Office & Bookstore	Bus 0202	Bank Reconciliation	2012-2013
2006-2007	Business Services Office & Bookstore	Bus 0202	Parking Decal Logs	2012-2013
2006-2007	Business Services Office & Bookstore	Bus 0202	Purchase Orders Numeric Alpha	2012-2013
2006-2007	Business Services Office & Bookstore	Bus 0202	Revolving Checks Numeric	2012-2013
2006-2007	Business Services Office & Bookstore	Bus 0204	FLC 1098T Mailings	2012-2013
2006-2007	Business Services Office & Bookstore	Bus 0204	FLC Check Requests	2012-2013
2006-2007	Business Services Office & Bookstore	Bus 0204	FLC Child Care	2012-2013
2006-2007	Business Services Office & Bookstore	Bus 0204	FLC Decal Return Log	2012-2013
2006-2007	Business Services Office & Bookstore	Bus 0204	FLC Paid Returned Checks	2012-2013
2006-2007	Business Services Office & Bookstore	Bus 0204	FLC Parking Decal Replacements	2012-2013
2006-2007	Business Services Office & Bookstore	Bus 0204	FLC Refund Denials	2012-2013
2006-2007	Business Services Office & Bookstore	Bus 0204	FLC Student ID Corrections	2012-2013
2006-2007	Business Services Office & Bookstore	Bus 0204	FLC Student Representation Fee Refusals	2012-2013
2006-2007	Business Services Office & Bookstore	Bus 0208	Closed Travel A-Z	2012-2013

**Los Rios Community College District
Sacramento City College**

Fiscal Year Documents Originated	Department	Box #	Documents	Fiscal Year Eligible for Destruction
2003-2004	Business Division	BUS09142012	Exams/Rosters	2011-2012
2008-2009	Business Division	BUS122012002	Exams	2011-2012
2009-2010	Business Division	BUS08312012001	Student Exams/Syllabi	2012-2013
2009-2010	Business Division	BUS1220120003	Exams	2012-2013
2000-2001	CalWORKs	1	Confidential budget & counselor info, student info, employee info.	2012-2013
2001-2002	CalWORKs	2	Confidential budget & counselor info, student info, employee info.	2012-2013
2001-2002	CalWORKs	3	Confidential budget & counselor info, student info, employee info.	2012-2013
2001-2002	CalWORKs	4	Confidential budget & counselor info, student info, employee info.	2012-2013
2001-2002	CalWORKs	5	Confidential budget & counselor info, student info, employee info.	2012-2013
2001-2002	CalWORKs	6	Confidential budget & counselor info, student info, employee info.	2012-2013
2001-2002	CalWORKs	7	Confidential budget & counselor info, student info, employee info.	2012-2013
2001-2002	CalWORKs	8	Confidential budget & counselor info, student info, employee info.	2012-2013
2001-2002	CalWORKs	9	Confidential budget & counselor info, student info, employee info.	2012-2013
2000-2001	Child Development Center	CDC06282013-007	Family/Child Enrollment Files	2005-2006
2000-2001	Child Development Center	CDC06282013-011	Family/Child Enrollment Files	2005-2006
2000-2001	Child Development Center	CDC06282013-015	Family/Child Enrollment Files	2005-2006
2000-2001	Child Development Center	CDC06282013-017	Family/Child Enrollment Files	2005-2006
2000-2001	Child Development Center	CDC06282013-023	Family/Child Enrollment Files	2005-2006
2000-2001	Child Development Center	CDC06282013-024	Family/Child Enrollment Files	2005-2006
2000-2001	Child Development Center	CDC06282013-029	Family/Child Enrollment Files	2005-2006
2000-2001	Child Development Center	CDC06282013-033	Waitlist Application Cards	2005-2006
2001-2002	Child Development Center	CDC06282013-003	Family/Child Enrollment Files	2006-2007
2001-2002	Child Development Center	CDC06282013-005	Family/Child Enrollment Files	2006-2007
2001-2002	Child Development Center	CDC06282013-008	Family/Child Enrollment Files	2006-2007
2001-2002	Child Development Center	CDC06282013-013	Family/Child Enrollment Files	2006-2007

**Los Rios Community College District
Sacramento City College**

Fiscal Year Documents Originated	Department	Box #	Documents	Fiscal Year Eligible for Destruction
2001-2002	Child Development Center	CDC06282013-021	Family/Child Enrollment Files	2006-2007
2001-2002	Child Development Center	CDC06282013-027	Family/Child Enrollment Files	2006-2007
2001-2002	Child Development Center	CDC06282013-032	Menu Production Records	2006-2007
2002-2003	Child Development Center	CDC06282013-009	Family/Child Enrollment Files	2007-2008
2002-2003	Child Development Center	CDC06282013-012	Family/Child Enrollment Files	2007-2008
2002-2003	Child Development Center	CDC06282013-022	Family/Child Enrollment Files	2007-2008
2002-2003	Child Development Center	CDC06282013-034	Children's Roster/Identification and Emergency Sheets	2007-2008
2003-2004	Child Development Center	CDC06282013-006	Family/Child Enrollment Files	2008-2009
2003-2004	Child Development Center	CDC06282013-014	Family/Child Enrollment Files	2008-2009
2003-2004	Child Development Center	CDC06282013-016	Family/Child Enrollment Files	2008-2009
2003-2004	Child Development Center	CDC06282013-020	Family/Child Enrollment Files	2008-2009
2003-2004	Child Development Center	CDC06282013-026	Family/Child Enrollment Files	2008-2009
2003-2004	Child Development Center	CDC06282013-030	Parent Sign-In Sheets/Nutrition Eligibility Forms	2008-2009
2004-2005	Child Development Center	CDC06282013-004	Family/Child Enrollment Files	2009-2010
2004-2005	Child Development Center	CDC06282013-010	Terminated Family/Children Files	2009-2010
2004-2005	Child Development Center	CDC06282013-025	Family/Child Enrollment Files	2009-2010
2004-2005	Child Development Center	CDC06282013-028	Family/Child Enrollment Files	2009-2010
2005-2006	Child Development Center	CDC06282013-018	Terminated Temporary Employee Files	2010-2011
2006-2007	Child Development Center	CDC06282013-001	Desired Results Data	2011-2012
2006-2007	Child Development Center	CDC06282013-002	Desired Results Data	2011-2012
2006-2007	Child Development Center	CDC06282013-019	Family/Child Enrollment Files	2011-2012
2006-2007	Child Development Center	CDC06282013-031	Nutrition Eligibility Forms	2011-2012
1990-1999	DSPS	DSPS02211309	Old apps/verif./Stu rec	2012-2013
1990-1999	DSPS	DSPS02211310	Old apps/verif./Stu rec	2012-2013
1990-1999	DSPS	DSPS02211311	Old apps/verif./Stu rec	2012-2013

**Los Rios Community College District
Sacramento City College**

Fiscal Year Documents Originated	Department	Box #	Documents	Fiscal Year Eligible for Destruction
1990-1999	DSPS	DSPS02211312	Old apps/verif./Stu rec	2012-2013
1990-1999	DSPS	DSPS02211313	Old apps/verif./Stu rec	2012-2013
1990-1999	DSPS	DSPS02211314	Old apps/verif./Stu rec	2012-2013
1990-1999	DSPS	DSPS12141201	Old applications/verification forms/LD records	2011-2012
1990-1999	DSPS	DSPS12141202	Old applications/verification forms/LD records	2011-2012
1990-1999	DSPS	DSPS12141203	Old applications/verification forms/LD records	2011-2012
1990-1999	DSPS	DSPS12141204	Old applications/verification forms/LD records	2011-2012
1990-1999	DSPS	DSPS12141205	Old applications/verification forms/LD records	2011-2012
1990-1999	DSPS	DSPS12141206	Old applications/verification forms/LD records	2011-2012
1999-2004	DSPS	DSPS02211306	Old apps/verif./Stu rec	2012-2013
1999-2004	DSPS	DSPS02211307	Old apps/verif./Stu rec	2012-2013
1999-2004	DSPS	DSPS02211308	Old apps/verif./Stu rec	2012-2013
2005-2007	DSPS	DSPS02211301	Old apps/verif./Stu rec	2012-2013
2005-2007	DSPS	DSPS02211302	Old apps/verif./Stu rec	2012-2013
2005-2007	DSPS	DSPS02211303	Old apps/verif./Stu rec	2012-2013
2005-2007	DSPS	DSPS02211304	Old apps/verif./Stu rec	2012-2013
2005-2007	DSPS	DSPS02211305	Old apps/verif./Stu rec	2012-2013
2008-2009	DSPS	DSPS06131301	Archive student. Records	2012-2013
2008-2009	DSPS	DSPS06131302	Archive student. Records	2012-2013
2008-2009	DSPS	DSPS06131303	Archive student. Records	2012-2013
2008-2009	DSPS	DSPS06131304	Archive student. Records	2012-2013
2008-2009	DSPS	DSPS06131305	Archive student. Records	2012-2013
2008-2009	DSPS	DSPS06131306	Archive student. Records	2012-2013
2008-2009	DSPS	DSPS06131307	Archive student. Records	2012-2013
2008-2009	DSPS	DSPS06131308	Archive student. Records	2012-2013
2008-2009	DSPS	DSPS06131309	Archive student. Records	2012-2013
2008-2009	DSPS	DSPS06131310	Archive student. Records	2012-2013
2008-2009	DSPS	DSPS5281301	Old Student Records	2012-2013
2008-2009	DSPS	DSPS5281302	Old Student Records	2012-2013
2008-2009	DSPS	DSPS5281303	Old Student Records	2012-2013
2008-2009	DSPS	DSPS5281304	Old Student Records	2012-2013
2008-2009	DSPS	DSPS5281305	Old Student Records	2012-2013
2008-2009	DSPS	DSPS5281306	Old Student Records	2012-2013
2008-2009	DSPS	DSPS5281307	Old Student Records	2012-2013
2008-2009	DSPS	DSPS5281308	Old Student Records	2012-2013
2008-2009	DSPS	DSPS5281309	Old Student Records	2012-2013
2008-2009	DSPS	DSPS5281310	Old Student Records	2012-2013
2008-2009	DSPS	DSPS5281311	Old Student Records	2012-2013
2008-2009	DSPS	DSPS5281312	Old Student Records	2012-2013
2008-2009	DSPS	DSPS5281313	Old Student Records	2012-2013
2008-2009	DSPS	DSPS5281314	Old Student Records	2012-2013

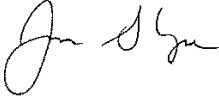

**Los Rios Community College District
Sacramento City College**

Fiscal Year Documents Originated	Department	Box #	Documents	Fiscal Year Eligible for Destruction
2008-2009	DSPS	DSPS5281315	Old Student Records	2012-2013
1990-2006	Instruction	VTEA07172012002	VTEA Grant Docs	2012-2013
1993-2004	Lang Lit	LL0620012-002	Fin/Acctg. Correspondence.	2011-2012
1993-2004	Lang Lit	LL0620012-003	Committee notes	2011-2012
1993-2004	Lang Lit	LL0620012-004	Budget correspondence.	2011-2012
1993-2004	Lang Lit	LL0620012-005	Faculty Correspondence	2011-2012
1995-2004	Lang Lit	LL0620012-001	Lab Corr. & info	2011-2012
2002-2008	Math, Statistics & Engineering	MSE01082013-002	Absence Reports, Timesheets, Student Help Intents/ Timesheets, Budget, Student Petitions/ Waivers, Evaluations	2010-2011
2005-2009	Math, Statistics & Engineering	MSE01082013-001	Schedule Changes Room Cards, Faculty Scheduled, TCSs, Instructor Availability, Office Hours, Tentative Schedules, Textbook	2011-2012
2006-2008	Math, Statistics & Engineering	MSE01082013-003	Scheduling, Planning, Flex, Adjunct Office Hours, Petition Waiver Forms	2010-2011
1986-1987	Operations	OPS03272013003	Facility Use Permits	2012-2013
2005-2006	Operations	OPS03272013001	Fuel Logs	2007-2008
2005-2006	Operations	OPS03272013001	Fuel Log History	2011-2012
2006-2007	Operations	OPS03272013001	Fire Extinguisher Reports	2011-2012
2007-2008	Operations	OPS03272013001	Fuel Logs	2010-2011
2007-2008	Operations	OPS03272013001	Fire Extinguisher Reports	2012-2013
2008-2009	Operations	OPS03272013001	Fuel Logs	2011-2012
2008-2009	Operations	OPS03272013001	Fire Extinguisher Reports	2012-2013
2009-2010	Operations	OPS03272013001	Fire Extinguisher Reports	2012-2013
2009-2010	Operations	OPS03272013001	Fuel Logs	2012-2013
2009-2010	Operations	OPS03272013001	Fuel Logs	2012-2013
1989-1990	Science & Allied Health	SAH04242013-004	Contracts	2012-2013
2007-2009	Science & Allied Health	SAH04182013-001	Hospital & Student Records	2012-2013
2007-2009	Science & Allied Health	SAH04182013-002	Hospital & Student Records	2012-2013
2007-2009	Science & Allied Health	SAH04182013-003	Hospital & Student Records	2012-2013
2007-2009	Science & Allied Health	SAH04182013-004	Hospital & Student Records	2012-2013
2007-2009	Science & Allied Health	SAH04182013-005	Hospital & Student Records	2012-2013
2009-2010	Science & Allied Health - Dental		Old newsletters, clinic room schedules, scantrons, student work papers	2012-2013
2008-2009	VP Instruction, AVP	VPI050812001	Payroll hiring and data	2011-2012

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 11, 2013

SUBJECT:	Surplus Equipment Disposal – Theater Phone Booth Prop	ATTACHMENT: None	
		ENCLOSURE: None	
AGENDA ITEM:	Consent Item G	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	Jon Sharpe 	CONSENT/ROUTINE	X
		FIRST READING	
APPROVED FOR CONSIDERATION:	Brian King 	ACTION	
		INFORMATION	

BACKGROUND:

The Education Code regulates the procedure by which a community college district can dispose of real and personal property. Education Code § 81452(a) provides that if the governing board, by a unanimous vote of those members present, find that the property, whether one or more items, does not exceed in value the sum of five thousand dollars (\$5,000), the property may be sold at a private sale without advertising, by any employee of the district empowered for that purpose by the board.

STATUS:

The particular phone booth prop is a 4x4 square structure at the base and it is approximately 7” tall. It is a prop that was used in a play at Sacramento City College. The wooden prop was created and constructed by the theater classes with raw materials purchased from college funds. The estimated value of the item is \$500.00 to \$1,000.00. The college plans to auction the prop to the audience at the conclusion of the theatrical performance.

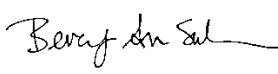
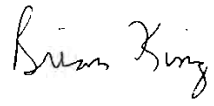
RECOMMENDATION:

It is recommended that the Board of Trustees authorize the disposal of the theater item outlined above at public auction, per Education Code § 81452(a), by the Chancellor/designee.

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 11, 2013

SUBJECT:	Ratify: Grants and Contracts Awarded	ATTACHMENT: None	
		ENCLOSURE: None	
AGENDA ITEM:	Consent Item H	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	 Beverly Sandeen	CONSENT/ROUTINE	X
		FIRST READING	
APPROVED FOR CONSIDERATION:	 Brian King	ACTION	
		INFORMATION	

BACKGROUND:

During the period of November 1, 2013 and November 30, 2013, the District received executed agreements for the following grant and contract awards:

Title, Description, Term, Project Administrator	College/Unit	Amount	Source
CA Early Childhood Mentor Program <ul style="list-style-type: none"> • Renewal funds to provide stipends and professional development support to aspiring ECE teachers or administrators. • 8/1/2013 through 7/31/2014 • Administrator: Steven Boyd, Dean, Health and Education 	ARC	\$650	Chabot-Las Positas CCD
CA Early Childhood Mentor Program <ul style="list-style-type: none"> • Renewal funds to provide stipends and professional development support to aspiring ECE teachers or administrators. • 8/1/2013 through 7/31/2014 • Administrator: Lance Parks, Interim Dean, Business and Family Science 	CRC	\$14,352	Chabot-Las Positas CCD
CA Early Childhood Mentor Program <ul style="list-style-type: none"> • Renewal funds to provide stipends and professional development support to aspiring ECE teachers or administrators. • 8/1/2013 through 7/31/2014 • Administrator: Monica Pactol, Dean, Instruction 	FLC	\$650	Chabot-Las Positas CCD
Child Development Training Consortium – Campus Coordinator and Instructional Agreement (renewal) <ul style="list-style-type: none"> • Funds to support coordination of and instruction in the Child Development Training Program. • 9/1/2013 through 6/30/2014 • Administrator: Steven Boyd, Dean, Health and Education 	ARC	\$28,900	Yosemite CCD

<p>Curriculum Alignment Project – Faculty Director (renewal)</p> <ul style="list-style-type: none"> • Renewal to serve as a director for the Child Development Training Consortium Curriculum Alignment Program • 8/15/2013 through 6/1/2014 • Administrator: Steven Boyd, Dean, Health and Education 	ARC	\$39,000	Yosemite CCD
<p>Youth Empowerment Strategies for Success (YESS) Independent Living Program</p> <ul style="list-style-type: none"> • Renewal to provide mentoring, tutoring, and life-skills training to transitioning foster youth. • 7/1/2013 through 6/30/2014 • Administrator: Steven Boyd, Dean, Health and Education 	ARC	\$22,500	Foundation for CA Community Colleges
<p>CTE Transitions</p> <ul style="list-style-type: none"> • Funds to support activities to help CTE students' transition from secondary to postsecondary education and work. • 7/1/2013 through 6/1/2013 • Administrator: Jerome Countee, Assoc. Vice President, Workforce Development 	ARC	\$176,100	CCCCO
<p>Deputy Sector Navigator Grant – Global Trade and Logistics</p> <ul style="list-style-type: none"> • Funds to provide key talent for the region who will facilitate community college and industry partnerships that support the development of global trade/logistics training programs. • 7/7/2013 through 6/30/2014 • Administrator: Walter DiMantova, Director, Workforce and Economic Development 	ARC	\$300,000	CCCCO

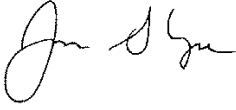

RECOMMENDATION:

It is recommended that the Board of Trustees ratify the grant and contract awards listed herein, pursuant to Board Policy 8315.

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 11, 2013

SUBJECT:	Ratify: New Contracts and Renewals	ATTACHMENT: None	
		ENCLOSURE: None	
AGENDA ITEM:	Consent Item I	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	Jon Sharpe 	CONSENT/ROUTINE	X
		FIRST READING	
APPROVED FOR CONSIDERATION:	Brian King 	ACTION	
		INFORMATION	

BACKGROUND:

During the period of November 1 - 30, 2013, the District received executed agreements and/or extensions for the following services and contracts:

CONTRACTS					
Description	Agreement Amount	Initial (I) Renewal (R)	Valid Dates	Consultant/ Contractor	Department Sponsor
CRC Infrastructure Architectural Fees	\$148,000.00	I	10/28/13 – 10/27/14	Wood Rodgers, Inc.	Facilities Management
FLC Rancho Cordova Center Commissioning Services	\$32,560.00	I	9/26/13 – 10/30/15	Enovity, Inc.	Facilities Management
FLC PE Addition Inspection Services	\$80,000.00	I	6/20/12 – 05/31/14	Jaime Derrick Inspection	Facilities Management
Lease Extension for Rockingham Plaza	\$13,000.00/mo +NNN \$3,004.00/mo	R	1/01/15 – 09/30/15	Heritage House Exchange, LLC	General Services

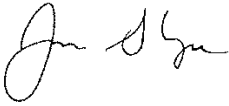
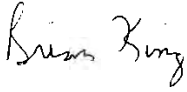
RECOMMENDATION:

It is recommended that the Board of Trustees ratify the service and professional service agreements listed herein, pursuant to Board Policy 8315.

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 11, 2013

SUBJECT:	Disposition of Surplus Equipment	ATTACHMENT: NONE	
		ENCLOSURE: NONE	
AGENDA ITEM:	Consent Item J	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	Jon Sharpe 	CONSENT/ROUTINE	X
		FIRST READING	
APPROVED FOR CONSIDERATION:	Brian King 	ACTION	
		INFORMATION	

BACKGROUND:

The Education Code regulates the procedures by which a community college district can dispose of real and personal property. Education Code § 81452 provides that the governing board may, by unanimous vote, dispose of items valued at \$5,000 or less by private sale without advertising or selling the items at public auction. The District has previously held auctions, which have generally cost more than they have netted. In 1998, the District began transferring such surplus items to the State of California since the cost to store and sell such surplus items is greater than potential revenues.

STATUS:

The District has a quantity of surplus material, such as outdated desks and computers, which need to be disposed of. The State of California has accepted some of the surplus items, but is not willing to take the entire surplus because they are unable to sell it. The District has located a scrap dealer who is willing to take most of our surplus items and recycle them.

All of the surplus items to be disposed of are either broken and/or not working, obsolete, in poor condition, or not needed for district/college operations: 1 analyzer; 1 audio player; 2 binding machines; 5 cabinets; 19 carts; 38 chairs; 1 chiller; 203 computers; 2 copiers; 5 desks; 1 dishwasher; 1 fax machine; 5 hall trees; 2 headboards; 3 keyboards; 4 laptops; 76 monitors; 1 paper cutter; 8 power supplies; 21 printers; 5 projectors; 1 refrigerator; 1 router; 2 scanners; 25 switches; 5 tables; 2 tablets; 3 telephones; 4 televisions; 1 transceiver; 1 typewriter; 1 video player; and 1 water bath. These items have a value of less than \$5,000.00.

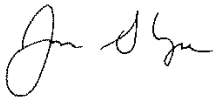
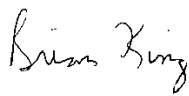
RECOMMENDATION:

It is recommended that the Board of Trustees approve the disposal of the listed items per Education Code § 81452.

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 11, 2013

SUBJECT:	Purchase Orders, Warrants, Checks and Wires	ATTACHMENT: Yes	
		ENCLOSURE: None	
AGENDA ITEM:	Consent Item K	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	Jon Sharpe 	CONSENT/ROUTINE	X
		FIRST READING	
APPROVED FOR CONSIDERATION:	Brian King 	ACTION	
		INFORMATION	

BACKGROUND:

A listing of purchase orders, warrants, checks and wires issued during the period of October 16, 2013 through November 15, 2013 is on file in the District Business Services Office for review.

RECOMMENDATION:

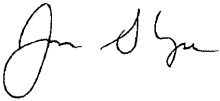

It is recommended that the Board of Trustees approve the numbered purchase orders, warrants, checks and wires that are reflected on the attached schedule.

PURCHASE ORDERS		
General Fund	0001073803-0001074181 B114650-B114667	\$ 1,303,580.02
Capital Outlay Fund	0003015271-0003015323	
Child Development Fund	-	
Self-Insurance Fund	0009000306-0009000307	
WARRANTS		
General Fund	688016-690881	\$ 12,274,526.29
General Fund-ARC Instructional Related	003292-003411	
General Fund-CRC Instructional Related	021116-021155	
General Fund-FLC Instructional Related	030364-030373	
General Fund-SCC Instructional Related	042568-042688	
Capital Outlay Fund	827911-828013	
Child Development Fund	953865-953887	
Self-Insurance Fund	976146-976153	
Payroll Warrants	201145-203196	\$ 19,183,545.08
Payroll-Direct Deposit	649632-653669	
November Leave Process	203197-204879	
Payroll Vendor Warrants	55268-55441	
CHECKS		
Financial Aid Disbursements	1954311-1975479	\$ 20,904,889.90
Clearing Checks	2411-2432	\$ 10,714.47
Parking Checks	2795-2803	\$ 419.00
Bookstore Fund – ARC	27447-27862	\$ 625,792.14
Bookstore Fund – CRC	025033-025095	
Bookstore Fund – FLC	8132-8200	
Bookstore Fund – SCC	046066-046185	
Student Clubs Agency Fund – ARC	4099-4129	\$ 75,031.64
Student Clubs Agency Fund – CRC	3120-3144	
Student Clubs Agency Fund – FLC	1650-1666	
Student Clubs Agency Fund – SCC	2637-2655	
Foundation – ARC	3704-3716	\$ 67,830.64
Foundation – CRC	1650-1658	
Foundation – FLC	0692-0706	
Foundation – SCC	2684-2699	
Foundation – DO	0495-0496	\$ 3,975.05
Associated Students Trust Fund – ARC	0620-0621	
Associated Students Trust Fund – CRC	0547-0556	
Associated Students Trust Fund – FLC	0446-0459	
Associated Students Trust Fund – SCC	-	\$ 398,909.40
Regional Performing Arts Center Fund	1572-1608 Manual Checks 9096-9097 USI Check System 2000-2026	
WIRES		
Board of Equalization	-	\$ 4,449.00
PARS	-	\$ 47,771.96
Vendors	-	\$ 18,150.02

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 11, 2013

SUBJECT:	Short-Term Temporary Employees	ATTACHMENT: Yes	
		ENCLOSURE: None	
AGENDA ITEM:	Consent Item L	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	Jon Sharpe 	CONSENT/ROUTINE	X
		FIRST READING	
APPROVED FOR CONSIDERATION:	Brian King 	ACTION	
		INFORMATION	

BACKGROUND:

Pursuant to Education Code 88003, Governing Boards are to specify the service required to be performed by sort-term temporary employees within specified classifications, indicating the duration of employment.

STATUS:

The District continues to have a need for short-term temporary employees. The attached document estimates the District’s need for temporary employees from January 1, 2014 to June 30, 2014, based on the highest number of temporary employees utilized in any of the preceding three years.

RECOMMENDATION:

It is recommended that the Board of Trustees approve the attached list of districtwide anticipated short-term temporary employee classifications, authorizing employment of short-term employees for the period January 1, 2014 to June 30, 2014. The Human Resources Department will place the names of the short-term temporary employee hires on the subsequent Board Agendas.

Los Rios Community College District
Temporary Classified Staff
Anticipated Districtwide Need
for 1/1/14 to 6/30/14

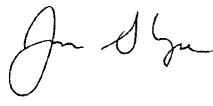

Temporary Classified Position:	Anticipated Number of Temporary Classified Staff:
A/V Prod & Maint Tech II	1
Account Clerk I	3
Account Clerk II	4
Accountant	1
Administrative Asst. I	3
Admissions/Records Clerk I	2
Admissions/Records Clerk II	2
Admissions/Records Evaluator I	1
Advanced Interpreter	16
Art Model	5
Asst Sports Program Director	3
Asst. Coach - Track&Field (M)	2
Asst. Coach-Baseball	3
Asst. Coach-Basketball (M)	1
Asst. Coach-Softball	6
Asst. Coach-Swimming (M&W)	2
Asst. Coach-Swimming (M)	1
Asst. Coach-Swimming (W)	2
Asst. Coach-Tennis (M&W)	2
Asst. Coach-Track&Field (W)	2
Asst. Financial Aid Officer	2
Athletic Trainer	2
Beginning Interpreter	14
Bookstore Aide	2
Bookstore Clerk I	3
Bookstore Clerk II	4
Bookstore Stock Clerk	1
Campus Patrol	60
Clerk I	45
Clerk II	7
Clerk III	10
College Dvlpt Officer	1
College Reserve Police Officer	8
Counseling Clerk I	5

Temporary Classified Position:	Anticipated Number of Temporary Classified Staff:
Custodian	23
DSP&S Clerk	2
Educational Media Design Spec	2
Educational Services Aide	2
Financial Aid Clerk I	16
Financial Aid Clerk II	5
Financial Aid Officer	1
Game Timer	3
Grant Coordination Clerk	1
Graphic Designer	3
Info Tech Technician II	1
Instructional Assistant	46
Intermediate Interpreter	6
IT Technician I	1
Laboratory Technician	4
Library/Media Tech Assistant	2
Lifeguard I	10
Maintenance Technician I	1
Outreach Clerk	2
Outreach Specialist	1
PE/Athletic Attendant	1
Police Comm Dispatcher	7
Public Relations Technician	1
Recruit Training Officer	1
Senior IT Technician	1
Special Projects	121
Specialty Coach	6
Sports Instructor I	2
Sports Program Director	2
Student Personnel Assistant	25
Swimming Instructor I	4
Swimming Instructor II	15
Swimming Pool Cashier	2
TANF/CalWORKs Specialist	1
Toolroom Equip Attendant	2

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 11, 2013

SUBJECT:	Regular Human Resources Transactions	ATTACHMENT: Yes	
		ENCLOSURE: None	
AGENDA ITEM:	Consent Item M	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	Jon Sharpe 	CONSENT/ROUTINE	X
		FIRST READING	
APPROVED FOR CONSIDERATION:	Brian King 	ACTION	
		INFORMATION	

RECOMMENDATION:

It is recommended that the Board of Trustees approve the Human Resources transactions on the attached pages.

MANAGEMENT

APPOINTMENT(S)

<u>Name</u>	<u>Subject/Position</u>	<u>Effective Date(s)</u>
<u>American River College</u>		
Aubert, John E. (M.A., University of California, Davis)	Dean of Mathematics	01/02/14
<u>District Office</u>		
Meline, Douglas G. (M.B.A., San Francisco State University)	Associate Vice Chancellor, Information Technology	01/21/14
<u>Folsom Lake College</u>		
* Dixon-Carlidwell, Melanie R. (M.S., Portland State University)	Dean of Student Services	01/02/14
* Harrell, Kimberley S. (M.A., University of California Davis)	Dean of Instruction – Workforce Development, Kinesiology, Health, and Athletics	01/02/14

APPOINTMENT(S) TO TEMPORARY POSITION(S)

<u>Name</u>	<u>Subject/Position</u>	<u>Effective Date(s)</u>
<u>American River College</u>		
Walker, Pamela D. (Ed.D., University of San Francisco)	Interim College President	01/02/14 – 06/30/14
<u>Cosumnes River College</u>		
Bedford, Brian A. (J.D., Lincoln Law School)	Interim Dean of Business and Family Science	01/06/14 – 05/30/14

RECLASSIFICATION(S)

<u>Name</u>	<u>Subject/Position</u>	<u>Effective Date(s)</u>
<u>District Office</u>		
Bray, Carrie	Director I, Accounting Services From Director II, Accounting Services	12/02/13

* Addition to the Board Agenda on 12/11/13

FACULTY

APPOINTMENT(S) TO TEMPORARY POSITION(S)

<u>Name</u>	<u>Subject/Position</u>	<u>Effective Date(s)</u>
	<u>American River College</u>	
Andronas, Jennifer L. (A.S., Sierra College)	Automotive Technology Assistant Professor (L.T.T.)	01/16/14 – 05/21/14
	<u>Folsom Lake College</u>	
Rinek, Jeffrey L. (B.A., Albright College)	Administration of Justice Assistant Professor (80%) / Public Safety Coordinator (20%) (L.T.T.)	11/04/13 – 12/19/13
	<u>Sacramento City College</u>	
Clark, Bonnie M. (M.S.N., California State University, Sacramento)	Nursing (RN / LVN) Assistant Professor (L.T.T.)	01/16/14 – 05/21/14

LEAVE(S) OF ABSENCE

<u>Name</u>	<u>Subject/Position</u>	<u>Type</u>	<u>Effective Date(s)</u>
	<u>Cosumnes River College</u>		
Bond, Emily F.	Public Services Librarian	Childcare (<i>Revised</i>)	10/07/13 – 12/19/13

RESIGNATION(S)

<u>Name</u>	<u>Subject/Position</u>	<u>Effective Date(s)</u>
	<u>American River College</u>	
Sturm, Timothy M.	Librarian	12/20/13

RETIREMENT(S)

<u>Name</u>	<u>Subject/Position</u>	<u>Effective Date(s)</u>
	<u>American River College</u>	
Brown, James M. (After 32 years of service)	Electronics Professor	05/22/14

FACULTY

RETIREMENT(S) *continued*

<u>Name</u>	<u>Subject/Position</u>	<u>Effective Date(s)</u>
<u>American River College</u>		
Ferrara, Cornelia W. (After 23 years of service)	Librarian	12/20/13
Roller, Judith L. (After 24 years of service)	Reading Professor	05/22/14

2013 – 2014 SABBATICAL AND PROFESSIONAL DEVELOPMENT LEAVE(S)

The following are additions to the previously approved 2013-14 Sabbatical and Professional Development Leaves.

American River College

Type B Leave Time

The requested leave has been submitted for the following faculty member(s).

<u>Name</u>	<u>Subject/Position</u>	<u>Semester</u>	<u>Annual FTE</u>
Brock, Michelle D.	Mathematics Professor	Spring 2014	.167

“STATWAY Coordinator”

Proposal: Since 210, American River College has been part of a pilot program run by Carnegie called STATWAY. The purpose of this proposal is to enable the faculty member to maintain the extensive required communication and collaboration with Carnegie as well as compile materials in a student-friendly manner and to lead the collaboration of the STATWAY team on site. In addition, Professor Brock will also serve as the contact person for other Los Rios colleges interested in starting this innovative program at their site.

Spurgeon, Michael L.	English Professor	Spring 2014	.100
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“SummerWords Coordinator”

Proposal: For the third year in a row, the Creative Writing Program within the English Department will be sponsoring SummerWords between the spring and summer 2014 semesters. SummerWords is a three and a half day creative writing colloquium/conference open to 200 members of the community. Unlike many such conferences, SummerWords is extremely affordable and serves as a unique form of community outreach. Although the first two years of SummerWords were a resounding success, putting the program together was a monumental task that required countless college service hours from faculty, staff and administrators. The purpose of this proposal is to provide for a dedicated coordinator to plan and coordinate the event to ensure its continued success.

**TEMPORARY, PART-TIME EMPLOYEES Fall 2013
American River College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Haarala,Erik	ESL Integrated	4 %
Hylton,Dianna R	Nursing	50 %
Javier,Miriam P.	Counselor	15 %
Jenkins,Arthur	Counselor	12 %
Jimenez,Jorge I.	Chemistry, General	65 %
Johnson,Melvin H.	Welding Technology	12 %
Jungkeit,James J.	Administration of Justice	0 %
** (A4) Kistler,Barbara C.	Nurse	38 %
Luallin,Steven J.	Administration of Justice	0 %
Martin,Susannah J.	German	39 %
Moon,Elizabeth A.	ESL Writing	5 %
Moran,Gerard	ESL Reading	31 %
Patterson,Dave R	Landscape Design & Maintenance	1 %
Smith,Russell L.	Administration of Justice	0 %

**TEMPORARY, PART-TIME EMPLOYEES Fall 2013
Cosumnes River College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Jordan,Jessica H.	English	20 %
Marchak,Taras R.	English	60 %

**TEMPORARY, PART-TIME EMPLOYEES Fall 2013
Sacramento City College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Hinerman,James R.	General Work Experience	7 %
Hunter,James W.	Business and Commerce, General	13 %
Kelkar,Poonam S.	General Work Experience	27 %
Kellogg,Cynthia	English	20 %
Maningo,Rita A.	Counselor	29 %
Nasiri,Melekeh	Chemistry, General	27 %

**REGULAR EMPLOYEES - OVERLOAD ASSIGNMENTS Fall 2013
American River College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Gonsalves,Jana L.	Nutrition, Foods, and Culinary Arts	20 %
Hughes,Ralph E.	Music	10 %
Johnston,Diana L.	Nursing	20 %

**REGULAR EMPLOYEES - OVERLOAD ASSIGNMENTS Fall 2013
Cosumnes River College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Huang,Chao-Jen	Computer Support	13 %
LaNier,Winnie M.	Student Government	22 %

FTE appearing as 0% for the current or upcoming semester is pending determination of assignment / load. FTE in previous semesters will appear as 1% for assignments between 0% and 1%. * = New Employee ** = Returning Employee

Employees hired under equivalency criteria pursuant to Ed. Code Section 87359, Title V, Section 53430(a), and Board Policy 5123 will be identified as follows: A1;A3;A4;B1;B2;B3;B4=Experience / Education | A2 = Education | A5;B5 = Experience

**REGULAR EMPLOYEES - OVERLOAD ASSIGNMENTS Fall 2013
Folsom Lake College**

Lagala, David L.	Physiology (Includes Anatomy)	40 %
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**REGULAR EMPLOYEES - OVERLOAD ASSIGNMENTS Fall 2013
Sacramento City College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Haag, Janis L.	English	20 %
Jovanovic, Angelia	Counselor	1 %

FTE appearing as 0% for the current or upcoming semester is pending determination of assignment / load. FTE in previous semesters will appear as 1% for assignments between 0% and 1%. * = New Employee ** = Returning Employee

Employees hired under equivalency criteria pursuant to Ed. Code Section 87359, Title V, Section 53430(a), and Board Policy 5123 will be identified as follows: A1;A3;A4;B1;B2;B3;B4=Experience / Education | A2 = Education | A5;B5 = Experience

CLASSIFIED

APPOINTMENT(S)			
<u>Name</u>	<u>Position</u>	<u>Assigned to</u>	<u>Effective Date(s)</u>
Castellon, Yesenia	Outreach Clerk	CRC	11/18/13
Harman, Katrina M.	Confidential Administrative Assistant II	DO	11/18/13
Kuuskvere, Michael A.	Groundskeeper	FM	11/15/13

PROMOTION(S)			
<u>Name</u>	<u>New Position (Current Position)</u>	<u>Assigned to</u>	<u>Effective Date(s)</u>
Marjanyan, Hasmik	Confidential Human Resources Specialist I (Instructional Services Assistant II)	DO ARC)	12/02/13
Stofleth, Amber D.	Administrative Assistant I (Clerk III)	ARC ARC)	11/12/13

REASSIGNMENT(S)/ TRANSFER(S)			
<u>Name</u>	<u>New Position (Current Position)</u>	<u>Assigned to</u>	<u>Effective Date(s)</u>
Cox, Valerie L.	Police Captain (Police Captain)	ARC SCC)	11/22/13
Day, Christopher M.	Police Captain (Police Captain)	SCC ARC)	11/22/13

LEAVE(S) OF ABSENCE				
<u>Name</u>	<u>Position</u>	<u>Type of Leave</u>	<u>Assigned to</u>	<u>Effective Date(s)</u>
Davtian, Anna	Student Personnel Assistant-Counseling	Personal, 20.8%	CRC	11/04/13-12/20/13

RECLASSIFICATION(S)			
<u>Name</u>	<u>Proposed Position (Current Position)</u>	<u>Assigned to</u>	<u>Effective Date(s)</u>
Clark, Tracy A.	Confidential Senior Financial Analyst (Confidential Financial Analyst)	DO DO)	12/02/13

C L A S S I F I E D

**PLACEMENT ON 39-MONTH
RE-EMPLOYMENT LIST**

<u>Name</u>	<u>Position</u>	<u>Assigned to</u>	<u>Effective Date(s)</u>
Loree, Timothy R.	Toolroom Equipment Attendant	SCC	11/07/13

**RELEASED FROM EMPLOYMENT
(39-MONTH LEAVE ENDED)**

<u>Employee ID#</u>	<u>Position</u>	<u>Assigned to</u>	<u>Effective Dates(s)</u>
0005699	Financial Aid Clerk II	CRC	11/04/13

RESIGNATION(S)

<u>Name</u>	<u>Position</u>	<u>Assigned to</u>	<u>Effective Date(s)</u>
Aguirre-Barr, Silvia N.	Clerk III, 50%	SCC	11/20/13
Felker, Jeffery J.	Instructional Assistant- Writing/English/Reading, 9 months, 80%	ARC	12/21/13
Nguyen, Bao N.	Financial Aid Clerk II	SCC	11/23/13
Porter, Andrea L.	College Police Officer	ARC	11/16/13
Templeton, Sarah J.	Administrative Assistant I	DO	12/03/13
Woodard, Kevin J.	Instructional Services Assistant II	SCC	11/23/13

RETIREMENT(S)

<u>Name</u>	<u>Position</u>	<u>Assigned to</u>	<u>Effective Date(s)</u>
Humphries, Charlotte C.	Admissions/Records Evaluator/Degree Auditor (After 24+ years of service)	SCC	12/31/13
Terry, Sharon D.	Public Relations Technician (After 26+ years of service)	SCC	03/01/14
Watson, Marlene R.	Account Clerk II (After 16+ years of service)	SCC	02/01/14

Temporary Classified Employees Education Code 88003 (Per AB 500) <i>The individuals listed below are generally working in short term, intermittent or interim assignments during the time frame designated,</i>

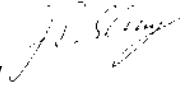
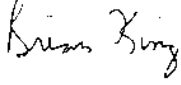
<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>End Date</u>
<u>American River College</u>			
Benson, Karen G.	Special Projects	10/23/2013	06/30/2014
Buchanan, Andrea N.	Special Projects	10/28/2013	06/30/2014
Burton, Christine R	Special Projects	10/21/2013	06/30/2014
Flamenco, Rodrigo J.	Special Projects	10/29/2013	06/30/2014
Frenn, Tyson J.	Sports Program Director	12/02/2013	06/30/2014
Helms, Shelby C.	Special Projects	10/21/2013	06/30/2014
Lehman, Linda A.	Special Projects	10/21/2013	06/30/2014
Marshall, Kimberly A.	Special Projects	10/01/2013	06/30/2014
Mitchell, Mason P.	Game Timer	11/07/2013	06/30/2014
Ponzo, Marcie L.	Administrative Asst. I	11/12/2013	06/30/2014
Robertson, Sidney T.	Game Timer	11/01/2013	06/30/2014
Stepper, Ann M.	Clerk III	11/14/2013	06/30/2014
Utley, Pearlene J.	Special Projects	10/23/2013	06/30/2014
Weiler, Jennifer	Special Projects	10/21/2013	06/30/2014
Winfield, Corey D.	Special Projects	11/01/2013	06/30/2014
<u>Cosumnes River College</u>			
Alvarado, Jorge A.	Instructional Assistant	10/15/2013	06/30/2014
Evangelista, Brandon C.	Special Projects	01/01/2014	06/30/2014
Holt, Greg O	Special Projects	08/24/2013	06/30/2014
Laine, Sean A.	Special Projects	08/21/2013	06/30/2014
Nelson, Steffanie D.	Clerk I	10/25/2013	06/30/2014
Shewmaker, Nicholas T.	Buyer - Bookstore II	10/30/2013	06/30/2014
Trujillo, Austin L.	Student Personnel Assistant	10/29/2013	06/30/2014
<u>District Office / Business and Economic Development Center / Facilities Management</u>			
Graham, Kristin M	Special Projects	11/01/2013	06/30/2014
Hurts, Cedric DC.	Special Projects	10/25/2013	06/30/2014
<u>Folsom Lake College</u>			
Bahrke, Brett G.	Special Projects	10/25/2013	06/30/2014
Cunningham, Scott J.	Special Projects	10/25/2013	06/30/2014
Douglas, Jeanette A.	Clerk II	10/25/2013	06/30/2014
Gibson, Weston G.	Campus Patrol	10/08/2013	06/30/2014
Halsell, Jared B.	Special Projects	10/25/2013	06/30/2014
Ketcham, Kelly A.	Special Projects	11/23/2013	06/30/2014
Knight, Pia A.	Special Projects	10/29/2013	06/30/2014
Kramer, Christopher S.	Special Projects	10/25/2013	06/30/2014

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>End Date</u>
<u>Folsom Lake College (continued)</u>			
Lazaro-Thompson, Lorna J.	Clerk I	11/19/2013	06/30/2014
Molder, Corey Wiley	Bookstore Clerk II	11/25/2013	06/30/2014
Parham, Carrie A	Special Projects	11/08/2013	06/30/2014
Pinkley-Jung, Susan C.	Instructional Assistant	10/25/2013	06/30/2014
Roberts, David W.	Special Projects	09/25/2013	06/30/2014
Spring Wenzel, Susan M.	Special Projects	11/04/2013	06/30/2014
Zarinana Moreno, Rafael	Special Projects	11/14/2013	06/30/2014
<u>Sacramento City College</u>			
Castagna, Robert K.	Police Comm Dispatcher	11/01/2013	06/30/2014
Kwong, Rachel B.	Instructional Assistant	10/31/2013	06/30/2014
Leclaire, Nicholas A.	Clerk I	11/01/2013	06/30/2014
Lopez, Natalie	Clerk I	10/22/2013	06/30/2014
Mihov, Alexandr	Admissions/Records Clerk I	10/25/2013	06/30/2014
Nelson, Julie A.	Bookstore Clerk I	10/25/2013	06/30/2014
Nurse-Williams, Leon D.	Campus Patrol	11/18/2013	06/30/2014
Zaccone, Amanda L.	Art Model	10/30/2013	06/30/2014

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 11, 2013

SUBJECT:	Board Policy Revisions: Retirement Benefits (P-9414)	ATTACHMENT: Yes	
		ENCLOSURE: None	
AGENDA ITEM:	First Reading Item A	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	JP Sherry 	CONSENT/ROUTINE	
		FIRST READING	X
APPROVED FOR CONSIDERATION:	Brian King 	ACTION	
		INFORMATION	

BACKGROUND:

In the past, Los Rios management and confidential employees were eligible for post-retirement health benefits after ten years of service, while other employees of the District were eligible for this benefit after fifteen years of service.

STATUS:

The Pension Reform Act of 2013, amended by SB13, provides that any management or confidential employee hired after January 2013 may not have a shorter retirement benefits vesting schedule than other employees. Thus, the proposed policy changes the vesting time frame for managers and confidential employees hired after January 2013 to fifteen years of vesting for the benefit. All of the ten or so employees affected by this change have been contacted.

RECOMMENDATION:

This Policy is presented for First Reading.

[Policy - 9000 Management and Confidential Personnel](#) || [Table of Contents](#) || [Back](#) || [Next](#)

1.0 Retirement from District Service

1.1 Employees retiring from the Los Rios Community College District service shall receive all legal entitlements provided under the State Teachers' Retirement System or the Public Employees' Retirement System and Old Age, Survivors, Disability Insurance (Social Security).

2.0 District Benefits

2.1 District health premium contributions for eligible identified District retired employees shall be provided as approved by the Governing Board. Eligible retirees fall under two ~~district~~ categories as stated below:

2.1.1 District retirees who were granted contributory status on June 11, 1980 by the ~~Governing~~ Los Rios Community College Board of Trustees who met all of the following conditions:

2.1.1.1 Retired between the years 1969 through June 30, 1978 and

2.1.1.2 Had remained on the District recognized health plan and

2.1.1.3 Had served the District for a minimum three (3) years and

2.1.1.4 Were drawing benefits from STRS - PERS retirement system on June 11, 1980.

2.1.2 District retirees who retired since July 1, 1978 who were eligible for District health insurance contribution in effect upon retirement shall be eligible for retirement benefits per this District Policy.

3.0 Effective Date of District Contribution

3.1 Effective July 1, 2013, the District contribution for eligible retirees shall be established at \$225.00 per month. The contribution is provided for the ~~D~~district retiree only.

3.2 Should the District monthly contribution exceed the monthly District health plan premiums for retirees, such excess contribution shall be available to retiree for payment of Medicare Part A, B and D premium costs. District monthly contribution shall be limited to the total District health plan premium cost established for retirees and the Medicare Part A, B and D premium cost.

3.3 Amounts relating to District contributions for retiree health benefit plans apply to active employees who will be retiring under the provisions of the District ~~P~~policy and practice in effect at time of retirement.

3.4 Retirees must participate continuously in the plan in order to remain in the selected ~~d~~District health plan.

3.5 The retiring employee may elect to be covered by a health plan other than a ~~d~~District health plan, and the established monthly ~~d~~District contribution level shall apply. Once a health plan other than the District's plan is selected, the retiring employee or retiree will not be allowed to reenroll in a ~~district~~District health plan.

3.6 The monthly ~~D~~istrict contribution for health care benefits for the retiree shall be processed electronically utilizing the retiree's selected financial institution.

4.0 Eligibility Requirements for District Contribution

4.1 In order to receive the District contribution, the employee must be vested in either the California State Teachers Retirement System (STRS) or the California Public Employees Retirement System (PERS) and be collecting retirement benefits from either PERS or STRS. The employee must resign his/her ~~d~~District position.

4.2 The confidential and management employee must be at least age 55 years or more at the time of retirement. The ~~D~~istrict monthly contribution shall also apply for full-time regular employees who retire between the ages of 50 and 55, if the employee was receiving disability income under the ~~D~~istrict's disability income protection plan just prior to retirement and the qualifying years of service have been met.

4.3 The confidential and management employee must also have the minimum number of years of immediate service as follows:

4.3.1 ~~The e~~Confidential and management employees hired into a confidential or management position prior to January 1, 2013 must also have a minimum years of immediate full-time service with the ~~d~~District as follows:

Required
Full-time Service

4.3.1.1 Employed before June 30, 1984 Three prior years

4.3.1.2 Employed between July 1, 1984 and June 30, 1990 Seven prior years

4.3.1.3 Employed after June 30, 1990 Ten prior years

4.3.2 Confidential and management employees hired into a confidential or management position on or after January 1, 2013 must have a minimum of fifteen years of immediate full-time service with the District.

4.4 Full-time service requirement for prior years service may be fulfilled in any regular position of the ~~D~~istrict and the definition of full-time service or one hundred percent full-time equivalent (1.00 FTE) of that position shall apply.

5.0 Changes in District Contribution

5.1 Future changes in premiums shall be recommended annually during the District's budgetary process and are subject to the District's ability to pay. Any changes in the contribution rate for retiree health insurance shall become effective the first of the month following adoption of the new rate or as determined by the Board.

Policy Adopted: 9/2/81



Policy Revised: 6/16/82; 1/11/89; 1/17/90; 12/12/90; 2/19/92; 2/16/94; 2/1/95; 1/24/96; 2/5/97;
2/4/98; 12/9/98; 2/3/99; 2/2/00; 3/3/04; 11/3/04; 2/15/06; 4/16/08; 5/13/09;
5/26/10; 6/15/11; 8/14/13

Adm. Regulation: None _____ DRAFT: 12/03/13

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 11, 2013

SUBJECT:	Initial Collective Bargaining Proposals – LRCFT 2014-2017	ATTACHMENT: Yes	
		ENCLOSURE: None	
AGENDA ITEM:	Collective Bargaining Item A	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	Jon Sharpe 	CONSENT/ROUTINE	
		FIRST READING	
APPROVED FOR CONSIDERATION:	Brian King 	ACTION	X
		INFORMATION	

BACKGROUND:

Pursuant to Government Code Section 3547, et seq., all initial proposals of exclusive representatives of recognized employee groups and of the District are required to be presented at a public meeting of the District.

The Board and representatives of the Los Rios College Federation of Teachers (LRCFT) have agreed to engage in an interest-based collaborative approach to negotiations. The collective bargaining agreement with LRCFT expires on June 30, 2014. The parties wish to commence negotiations as soon as possible, with the goal of attempting to reach agreement as early as possible before the contract expires.

As part of the model of negotiations, the parties will identify their respective interests. The theory is that it is easier to reconcile interests than positions. Reconciling interests, rather than positions, affords both parties an opportunity to be heard throughout the negotiation process. Therefore, the initial proposals will be framed as interests as much as possible.

Consistent with the applicable code sections, the public has a right to be informed of those areas that the parties will be negotiating and to invite public comment at a meeting of the public school employer.

STATUS:

See attached list of interests identified by LRCFT and the list of interests identified by the LRCCD team.

RECOMMENDATION:

It is recommended that a public hearing be scheduled on January 8, 2014 to allow for public input regarding the initial collective bargaining proposals submitted by the District and LRCFT.

LRCFT 2014-2017 Negotiations
District Interests
(not prioritized)

Article 2: Salaries

The District has an interest to ensure accurate language regarding 10/12 month pay period processes. The District has an interest in reviewing the Department Chair language to ensure currency, needed flexibility in assignments, and effective assessment of performance.

Article 3: Fringe Benefits and Retirement

The District has an interest to review this article to ensure compliance with the Affordable Care Act.

Article 4: Workload

The District has an interest in reviewing language to ensure faculty workload and obligations, such as office hours and professional development time, impact student success and completion. The District has an interest to update or remove outdated language.

Article 8: Performance Review

The District has an interest to review the performance review process and criteria to ensure effectiveness, including as related to online instruction as well as considering relevant external criteria.

Article 9: Leaves With Pay

The District has an interest to update contract language to ensure accuracy with previous agreements and other articles, as related to other sick leave.

Article 10: Leaves Without Pay

The District has an interest to ensure accurate language regarding service credit during certain leaves.

Article 11: Professional Expectations and Development Opportunities

The District has an interest to review this section to ensure effective professional development, including as it relates to quality instruction and student services. The District has an interest in reviewing faculty professional expectations language to ensure professionalism and fulfilling obligations.

Article 14: Shared Governance

The District has an interest in updating language to ensure currency.

Article 21: Safety

The District has an interest to ensure the contract language and processes reflect best practices and obligations related to ensuring a safe environment.

Appendices A & B: Salary and Benefits

The District has an interest to review the current compensation formula for currency and any potential adjustments to one-time-only funding sources, to delete references to expired years, and to update medical carrier language.

Appendix E: Self-Study Format

The District has an interest to review the self-study format to ensure thoroughness and effectiveness.

Appendix G: Department Chair Compensation

The District has an interest to review the criteria and factors for Department Chair compensation, including as related to career and technical departments.

Forms

The District has an interest to ensure forms are updated and accurate.

General Contract Language Updates

The District has an interest in incorporating applicable MOUs, and in re-examining contract language with respect to consistency, currency and accuracy.

2014-2017 LRCFT Sunshine Proposals/Interests
November 27, 2013

In each of the areas below, we have an interest in discussing:

General

➤ *Incorporation of all pertinent language from the 2011-2014 MOUs into the contract, clarification of language throughout the Agreement.*

Salaries

➤ *Salary-related issues including but not limited to: lab/lecture parity, increases in department chair workload and responsibilities, department chair compensation, reassigned time, clarification of the role of department chairs, clarification of the process of determining and awarding stipends, updating of the MOU on adjunct ESAs, salary schedule advancement for part-time faculty, and athletic coach compensation.*

Fringe Benefits and Retirement

➤ *The availability of health/dental insurance at reasonable cost upon retirement, faculty emeriti status, the pre-retirement workload reduction program, and adjunct medical benefits.*

Workload

➤ *Issues including but not limited to: class maximums, definition of "work week," the adjunct assignment process, definition of "online" and the workload of online instructors, office hours, availability forms for part-time faculty, workload of coordinators who double as department chairs, athletic coaches' workload, "student contact time" and "professional development time," college service and counselors, scheduling flexibility for non-classroom faculty, preference, and opportunities for part-time faculty to be considered for full-time positions.*

Assignment of Personnel

➤ *Section 5.7.2.*

Performance Review

➤ *Elements of the peer review process including but not limited to: student reviews of classroom faculty, workstation observation limits for online courses, student reviews for coordinators, composition of peer review teams, and conditions for special reviews.*

Leaves with Pay

➤ *Issues including but not limited to: maternity/paternity leave, personal business/ personal necessity leaves for all faculty, availability of such leaves for non-classroom faculty.*

Leaves without Pay

- *Voluntary workload reductions.*

Dispute Resolution

- *The grievance process and binding arbitration.*

Academic Freedom

- *Professional autonomy as it pertains to instructional materials.*

Non-Discrimination

- *Extension of the commitment to equal opportunity and diversity of faculty members on the basis of gender identity and gender expression.*

Federation Rights

- *Additional reassigned time for the LRCFT.*

Work Environment/Safety

- *Standards for workplace security and safety, the process for carrying out investigations surrounding student complaints; and, student grievances about faculty.*

Contracting for Instructional Services

- *Assurance that no work currently performed by unit members will be transferred out of the unit.*

Education Technology

- *Computer use privacy, technology training.*

Ratification and Duration

- *Extension of the contract from July 1, 2014 through June 30, 2017.*

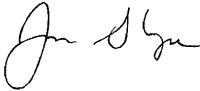


KC Boylan, Chief Negotiator

27 November 2013

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 11, 2013

SUBJECT:	Initial Collective Bargaining Proposals – SEIU 2014-2017	ATTACHMENT: Yes	
		ENCLOSURE: None	
AGENDA ITEM:	Collective Bargaining Item B	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	Jon Sharpe 	CONSENT/ROUTINE	
		FIRST READING	
APPROVED FOR CONSIDERATION:	Brian King 	ACTION	X
		INFORMATION	

BACKGROUND:

Pursuant to Government Code Section 3547, et seq., all initial proposals of exclusive representatives of recognized employee groups and of the District are required to be presented at a public meeting of the District.

The Board and representatives of the Service Employees International Union, Local #1021 (SEIU) have agreed to engage in negotiations. The collective bargaining agreement with SEIU expires on June 30, 2014. The parties wish to commence negotiations as soon as possible, with the goal of attempting to reach agreement as early as possible before the contract expires.

As part of the model of negotiations, the parties have identified their respective interests. The theory is that it is easier to reconcile interests than positions. Reconciling interests, rather than positions, affords both parties an opportunity to be heard throughout the negotiation process. Therefore, the initial proposals will be framed as interests as much as possible.

Consistent with the applicable code sections, the public has a right to be informed of those areas that the parties will be negotiating and to invite public comment at a meeting of the public school employer.

STATUS:

See attached SEIU’s interest list and the list of interests identified by the LRCCD team.

RECOMMENDATION:

It is recommended that a public hearing be scheduled on January 8, 2014 to allow for public input regarding the initial collective bargaining proposals submitted by the District and SEIU.

SEIU 2014-2017 Negotiations
District Interests
(not prioritized)

Article 2: Union Rights

The District has an interest to discuss options for distribution of the contract to unit members, and notification of updated Board policies and regulations to Union staff.

The District has an interest to review current contract language to expand on areas specified for potential contract training following ratification.

Article 6: Personnel Policies

The District has an interest in reviewing contract language to provide clarity to the process for communication of proposed position changes.

Article 8: Work Schedules and Overtime

The District has an interest in reviewing current overtime language to address special circumstances with regard to police staff.

Article 9: Leaves With Pay

The District has an interest in reviewing the current language for "Other Sick Leave".

The District has an interest in discussing a revision of current language regarding advance notice for absences.

Article 10: Leaves Without Pay

The District has an interest to provide consistency in current language regarding the conditions for eligibility consideration for both part-time and full-time leaves for educational purposes.

The District has an interest in reviewing contract language for requesting leave.

Article 12: Fringe Benefits & Insurance Programs

The District has an interest in discussing a revision to current language regarding listing the specific names of health and medical carriers.

Article 15: Uniforms

The District has an interest to provide replacement policy language for police uniform jackets.

Article 16: Miscellaneous Provisions

The District has an interest in reviewing current contract language regarding a job classification study.

Appendices A and B: Salary & Benefits

The District has an interest to review funding sources within the compensation formula, delete references to expired years and obsolete budget related issues, clarify meeting timelines if defined revenues are reduced, and update medical carrier language.

Contract Language Updates

The District has an interest in incorporating applicable MOUs, and in re-examining contract language with respect to consistency and currency, including:

- Review of the definition of terms for updated language
- Removal of language referencing bus drivers (inactive position)
- Update of language regarding types of leaves used for children's school activities to reflect changes agreed to in previous negotiations
- Removal of language referring to funding a 20 year longevity step (now funded)
- Removal of language regarding review of provisions for overpayment thresholds during term of the last agreement only as referenced in section 11.9.9
- Inclusion of the Catastrophic Leave Committee in the listing of district-wide committees in which the unit participates
- Revise or delete references to expired years or obsolete language



Roxanne Sanchez
President

Crawford Johnson
Region A

Tom Popenuck
Region B

Gary Jimenez
Region C

Larry Bradshaw
Region D

Marcus Williams
Region E

Pamela Holmes-Morton
Secretary

Paul Camarillo
Treasurer

Karen Joubert
Vice President of Representation

Alysabeth Alexander
Vice President of Politics

Ramses Teon-Nichols
Vice President of Organizing

Executive Board

Priscilla Agbunag
Pete Albert
Nancy Atwell
Akbar Bibb
Derrick Boutté
Gina Castillano
Gayle Chadwick
Gregory Correa
Evelyn Curief
Rhea Davis
Karla Faucett
David Fleming
Nancy Ghanim
Cynthia Landry
Andrea Longoria
Renato Pena
Patricia Reynolds
Mercedes Riggleman
Valoria Russell-Benson
Eric Stern
Renita Terry
Denis Villanueva
Erika Watkins
Jim Wise

November 22, 2013

Ms. Brenda Balsamo

Director, Human Resources

Los Rios Community College District

1919 Spanos Court

Sacramento, CA 95825

Re: **SEIU Local 1021 Official Sunshine Letter for 2014 Contract Re-Opener**

Dear Ms. Balsamo,

This Letter shall serve as the official 'Sunshine' letter to the Los Rios Community Colleges from SEIU Local 1021 for the 2014 Contract Re-Opener.

Please find the areas below of the contract the union wishes to re-open for formal union proposals which includes but shall not be limited to the following areas identified below:

Article 2: Union Rights

The Union has an interest to discuss options for the distribution of printed copies of the agreement, and updated board policies and regulations.

The Union has an interest to review current contract language to expand on areas specified for potential contract training following ratification.

Article 6: Personnel Policies

The Union has an interest in reviewing contract language to provide clarity to the process for communication of proposed position changes.

The Union has an interest in discussing removal of derogatory material from personnel files after one (1) year if no similar complaints happen again.

Article 8: Work Schedules and Overtime

The Union has an interest in reviewing current overtime language and addressing special circumstances with regard to police staff, involvement in determining "shift vacancies", and the rate of compensation for the on call police sergeants.

Executive Board Budget & Finance Committee

Theresa Breakfield Kathryn Cavness Tina Diep Richard Greenwood
Doug Marr Julie Meyers Peggy La Rossa Paul Fittle Nadeen Roach

5450 Power Inn Road, Suite F ▪ Sacramento, CA 95820 ▪ 916-288-4049 ▪ Fax 916-288-4088
Service Employees International Union CtW, CLC ▪ www.seiu1021.org

Article 12: Fringe Benefits & Insurance Programs

The Union has an interest in improving or updating the current benefits and programs and clean up existing language where needed.

Article 15: Uniforms

The Union has an interest in updating the policy language to provide consistency of uniforms, and easy availability to all classified members across the District.

Article 16: Miscellaneous Provisions

The Union has an interest in reviewing contract language regarding a job classification study and is interested in discussing the execution of that committee work in 2014/2015.

Appendices A and B: Salary and Benefits

The Union has an interest to review contract language for potential changes to the compensation formula.

Contract Language Updates

The Union has an interest in incorporating applicable MOU's and in re-examining contract language with respect to consistency and currency. SEIU Local 1021 reserves the right to add proposals at any time during negotiations, on any topic contained in the contract, its appendices, MOU, or side letters.

The Union will be providing the District an official list of bargaining team members at the conclusion of the election process early next month. I will be contacting you for release time for the Bargaining team, and begin to caucus to prepare for bargaining.

Please don't hesitate to contact me at 916-799-0627 or John.Shaban@seiu1021.org with any questions.

Warm Regards,



John Shaban

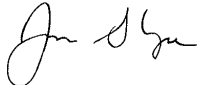
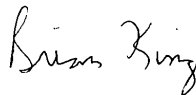
Field Representative SEIU Local 1021

C:Nely Obligation, Director, Schools Team SEIU Local 1021, Los Rios CCD Chancellor Dr. Brian King, Vice Chancellor Jon Sharpe, Vice Chancellor Ryan Cox, Chapter President Ed Wofford

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 11, 2013

SUBJECT:	Initial Collective Bargaining Proposals – LRCEA 2014-2017	ATTACHMENT: Yes	
		ENCLOSURE: None	
AGENDA ITEM:	Collective Bargaining Item C	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	Jon Sharpe 	CONSENT/ROUTINE	
		FIRST READING	
APPROVED FOR CONSIDERATION:	Brian King 	ACTION	X
		INFORMATION	

BACKGROUND:

Pursuant to Government Code Section 3547, et seq., all initial proposals of exclusive representatives of recognized employee groups and of the District are required to be presented at a public meeting of the District.

The Board and representatives of the Los Rios Classified Employees Association (LRCEA) have agreed to engage in negotiations. The collective bargaining agreement with LRCEA expires on June 30, 2014. The District wishes to commence negotiations as soon as possible, with the goal of attempting to reach agreement as early as possible before the contract expires.

As part of the model of negotiations, the District has identified their interests. The theory is that it is easier to reconcile interests than positions. Reconciling interests, rather than positions, affords both parties an opportunity to be heard throughout the negotiation process. Therefore, the District’s initial proposals will be framed as interests as much as possible.

Consistent with the applicable code sections, the public has a right to be informed of those areas that the parties will be negotiating and to invite public comment at a meeting of the public school employer.

STATUS:

See attached list of interests identified by the LRCCD team.

RECOMMENDATION:

It is recommended that a public hearing be scheduled on January 8, 2014 to allow for public input regarding the initial collective bargaining proposal submitted by the District.

LRCEA 2014-2017 Negotiations
District Interests
(not prioritized)

Article 5: Work Periods

The District has an interest in exploring scheduling options to address needs arising from special circumstances with regard to police services support staff.

Article 6: Overtime

The District has an interest in reviewing current overtime language to address special circumstances with regard to police services support staff.

Article 7: Leaves with Pay

The District has an interest in discussing current language regarding advance notice for absences.

Article 8: Leaves Without Pay

The District has an interest to provide consistency in current language regarding the eligibility conditions for consideration for both part-time and full-time leaves for educational purposes.

Article 14: Transfers and Reassignments

The District has an interest in reviewing and possibly modifying the contract language regarding transfers and promotions in order to provide clarity with regard to current practices.

Article 16: Professional Growth and Career Development

The District has an interest in reviewing professional development language to provide better clarification.

Appendices A and B: Salary and Benefits

The District has an interest to review funding sources within the compensation formula, delete references to expired years and obsolete budget related issues, clarify meeting timelines if defined revenues are reduced, and update medical carrier language.

Contract Language Updates

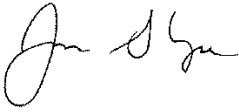
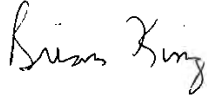
The District has an interest in incorporating applicable MOUs, and in re-examining contract language with respect to consistency and currency, including:

- Update language specific to term of previous agreement regarding trimester academic calendars and review of emergency call back pay provisions specific to the term of the last agreement
- Expand definition of physician in accordance with labor code
- Remove language regarding accrual of vacation that is no longer relevant to current employees
- Update composition of the Staff Development Leave Committee to align with Board Regulation language
- Inclusion of grievance form in appropriate appendix
- Inclusion of the Catastrophic Leave Committee in the listing of district-wide committees in which the unit participates
- Update definition of non-exempt employee to reflect appropriate Education Code
- Revise or delete references to expired years or obsolete language

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 11, 2013

SUBJECT:	2012-13 District Audit Report	ATTACHMENT: None	
		ENCLOSURE: Yes	
AGENDA ITEM:	Action Item A	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	Jon Sharpe 	CONSENT/ROUTINE	
		FIRST READING	
APPROVED FOR CONSIDERATION:	Brian King 	ACTION	X
		INFORMATION	

BACKGROUND:

Per Education Code § 84040, the governing board of each community college district shall provide for an annual audit of all funds, books, and accounts of the district in accordance with regulations of the board of governors. The audit shall be made by certified public accountants licensed by the California Board of Accountancy. Pursuant to Title 5 CCR § 59104, each district governing board shall review the annual audit at a public meeting and the audit report filed with the California Community Colleges Chancellor’s Office no later than December 31st. The audit consists of the examination of the District’s financial statements, a review of the systems of internal accounting controls, and a review of state and federal compliance areas mandated by the Single Audit Act and the State Department of Finance Guide.

Recently, Gilbert Associates, Inc. completed their annual audit of District funds; including a review of Measure ‘A’ and Measure ‘M’ bond funds as required by Proposition 39, and of the Foundation for the year ended June 30, 2013. The audit was successfully completed without any significant deficiencies or material weaknesses. One audit finding was identified as three of our four colleges did not hold the required number of EOPS/Care Advisory Committee meetings during the 2012-13 academic year. The auditor recommendations on the two findings from the 2011-12 audit were implemented and considered resolved.

A representative from Gilbert Associates, Inc. will be present to comment and respond to questions concerning the annual audit.

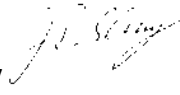
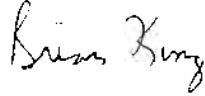
RECOMMENDATION:

It is recommended that the Board of Trustees receive the audited financial statements for the 2012-13 fiscal year.

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 11, 2013

SUBJECT:	Resolution No. 2013-11C: Sale of the Poppy Ridge Parcel Pursuant to Education Code Section 81365	ATTACHMENT: Yes	
		ENCLOSURE: None	
AGENDA ITEM:	Action Item B	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	JP Sherry 	CONSENT/ROUTINE	
		FIRST READING	
APPROVED FOR CONSIDERATION:	Brian King 	ACTION	X
		INFORMATION	

BACKGROUND:

Under Education Code section 81360 and following, there are many steps required to sell District real property which will not be needed for school purposes. On July 10, 2013, the Board of Trustees approved the first step of the process to sell the property that it owns at 8440 Poppy Ridge Road, Elk Grove, California 95757 (further identified as Assessor Parcel Number 132-0290-015-0000) (Poppy Ridge Parcel). At its October 16, 2013 meeting, the Board approved the next step in the process for the public sale of the Poppy Ridge Parcel and set the minimum price, terms and the bidding process. The Board set a public meeting for November 4, 2013 at 2:00 p.m. to receive sealed bids and entertain overbids. Further, the Board set its regular November 13, 2013 meeting as the meeting at which it would accept the highest bid and sell the Poppy Ridge Parcel or reject all bids. At its November 13, 2013 meeting, the Board rejected all bids received at the November 4, 2013 meeting and set a public meeting for December 4, 2013 at 2:00 p.m. to receive sealed bids and entertain overbids. Further, the Board set its regular December 11, 2013 meeting as the meeting at which it would accept the highest bid and sell the Poppy Ridge Parcel or reject all bids.

STATUS:

The District posted and published the Board's November 13, 2013 resolution as required by law and created a bid package that included Instructions to Bidders, a Bid form, a form of an Option Agreement, and a form of Purchase and Sale Agreement (collectively the Bid Documents).

At 2:00 p.m. on December 4, 2013, the District received sealed responsive bids for the Poppy Ridge Parcel. The Chancellor's designee declared Gidaro Group, LLC as the highest responsible bidder and requested overbids as provided in the Board's November 13, 2013 Resolution and Bid Documents. At the conclusion of the overbid process, the highest responsible bidder was Cresleigh Homes Corporation. Cresleigh bid \$4.8 million to purchase the Poppy Ridge Parcel under the three year option as provided for in the Board's Resolution and the Bid Documents.

RECOMMENDATION:

It is recommended that the Board of Trustees approve the attached Resolution Number 2013-11C to approve the sale of the Poppy Ridge Parcel to Cresleigh Homes Corporation at the purchase price and terms set forth above and that the Board of Trustees authorize the Chancellor, or Designee, to prepare the appropriate document(s) and take all necessary steps to consummate the sale of the Poppy Ridge Parcel as outlined in the Bid Documents, including the execution of a deed and the delivery of it upon performance and compliance by the purchaser of all the terms or conditions of the contract to be performed concurrently therewith.



LOS RIOS COMMUNITY COLLEGE DISTRICT

American River ▪ Cosumnes River ▪ Folsom Lake ▪ Sacramento City Colleges

RESOLUTION

№ 2013-11C

SALE OF THE POPPY RIDGE PARCEL PURSUANT TO EDUCATION CODE SECTION 81365

WHEREAS, the Los Rios Community College District is the owner of approximately 20 acres of real property located within the District more particularly described as 8440 Poppy Ridge Road, Elk Grove, CA 95757 and the legal description of which is attached hereto as Exhibit "A" (Poppy Ridge Parcel) Sacramento County APN: 132-0290-015-0000, and which was originally acquired for the construction of the Cosumnes River College-Elk Grove Center (Center); and

WHEREAS, the District has completed the process under California Education Code Section 81360 *et seq.* to sell the Poppy Ridge Parcel as surplus property; and

WHEREAS, the District set minimum price and terms for the purchase of the Property and requested bids to purchase the Property; and

WHEREAS, the District's Chancellor's designee declared the bid of Cresleigh Homes Corporation (the "Buyer") as the highest bidder, for an option to acquire the property at a price of with a purchase price of \$4,800,000 (four million eight hundred thousand), and the exercise of the option requires the following material terms and payments which shall be creditable to the purchase price:

1. Buyer shall have a thirty (30) day due diligence period.
2. In addition to the Bid Security, within one (1) business day after the effective date of the Option Agreement, buyer must make a deposit of \$390,000.00 which, along with the Bid Security, becomes non-refundable upon the completion of the buyer's due diligence as specified in the Option Agreement.
3. Upon commencement of the second year of the option, buyer must make a deposit of \$200,000.00 which is non-refundable.
4. Upon the commencement of the third year of the option, buyer must make a deposit of \$200,000.00 which is non-refundable.
5. Buyer shall close on the purchase of the Poppy Ridge Parcel no later than ten days after buyer's exercise of the option, but no later than the end of the third year of the option: Now, therefore,

BE IT RESOLVED that the Los Rios Community College District Board of Trustees hereby consents and approves of the sale of the Property to Buyer upon the terms described herein and in the documents contained in the bid package including the

Instructions to Bidders, Bid Form, Form Option Agreement, and Buyer's Responsive Bid; and

BE IT FURTHER RESOLVED that the District's Chancellor, Brian King, or in his absence, Jon Sharpe is hereby authorized, empowered and directed to take any action that may be necessary or appropriate, and to execute and deliver all necessary instruments and documents on behalf of the District, as may be determined appropriate to implement the purpose and intent of the foregoing resolution.

PASSED AND ADOPTED as Los Rios Community College District Resolution No 2013-11C this eleventh day of December, 2013, by the following called vote:

AYES	NOES	ABSENT
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Robert Jones, Board President

Attest:

Brian King
Chancellor and Secretary to the Board

EXHIBIT "A"
LEGAL DESCRIPTION

At that portion of the Southeast one-quarter of the Northeast one-quarter of Section 11, Township 6 North, Range 5 East, M.D.B. & M., described as follows:

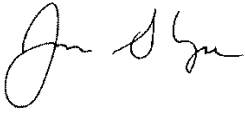

Beginning at Northwest corner of the Southeast one-quarter of the Northeast one-quarter of said Section 11 from which point of beginning of a 1-1/2 inch iron pipe monument tagged L.S. 2651 set to mark a point on the North line of said Section 11, said point being the Southeast corner of the parcel designated "L.W. Foster 215.788 Acres" on the Record of Survey entitled "Portion of Sections 2 & 3, T 6 N, R 5 E, M.D.B. & M.", recorded in the office of the Recorder of Sacramento County in Book 14 of Surveys, Map No. 44, bears the following (3) courses and distances; South 89°42'26" West 1317.35 feet North 00°01'10" East 1349.25 feet and South 89°58'04" West 968.19 feet; thence from said point of beginning along the North line of the Southeast one-quarter of the Northeast one-quarter of said Section 11 North 89°42'26" East 658.68 feet; thence South 00°17'32" East 1335.15 feet to a point on the one-quarter line dividing said Section 11 into North and South one-halves; thence along said one-quarter line South 89°17'44" West 656.60 feet to the Southwest corner of the Southeast one-quarter of the Northeast one-quarter of said Section 11; thence along the West line of the Southeast one-quarter of the Northeast one-quarter of said Section 11 North 00°12'02" East 1339.86 feet to the point of beginning.

APN: 132-0290-015

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 11, 2013

SUBJECT:	Contract Award: FLC El Dorado Center Student Services Expansion	ATTACHMENT: None	
		ENCLOSURE: None	
AGENDA ITEM:	Action Item C	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	Jon Sharpe 	CONSENT/ROUTINE	
		FIRST READING	
APPROVED FOR CONSIDERATION:	Brian King 	ACTION	X
		INFORMATION	

BACKGROUND:

The Long Range Capital Plan includes funds to construct an expansion for Student Services at El Dorado Center. Dreyfuss and Blackford Architecture was hired to work with Campus and District staff to design this project. The estimated total construction cost for this project is \$1,632,720.00 and will provide approximately 3,800 assignable square footage of student services, office and related spaces. The project is fully funded from local bond Measure M.

STATUS:

The plans and specifications were publicly advertised for bids. Bidders were asked to provide a lump sum bid amount. A total of ten (10) bids were received.

<u>Contractor</u>	<u>Total Bid</u>
D.G. Granade, Inc.	\$1,573,300.00
American River Construction	\$1,702,000.00
Carter-Kelly, Inc.	\$1,711,726.00
SW Allen Construction, Inc.	\$1,749,045.00
Bobo Construction, Inc.	\$1,817,000.00
Younger General Contractors, Inc.	\$1,843,000.00
Swank Construction, Inc.	\$1,857,000.00
Diede Construction, Inc.	\$1,869,500.00
C & C Construction, Inc.	\$2,059,400.00
Otto Construction, Inc.	Release from bid/bidder error

The lowest responsive, responsible bidder is determined by adding the sum of the base bid and one (1) alternate.

RECOMMENDATION:

It is recommended that the Board of Trustees award the contract for Bid #14009 to D.G. Granade, Inc. for the base bid and one (1) alternate, for a total contract amount of \$1,573,300.00.