

# LOS RIOS COMMUNITY COLLEGE DISTRICT



## BOARD MEETING AGENDA

Wednesday, September 9, 2015  
5:30 pm

**MEETING LOCATION:**  
Cosumnes River College  
Black Box Theater  
8401 Center Parkway  
Sacramento, CA 95823

<b>1. CALL TO ORDER</b>	Board President
<b>2. ORAL COMMUNICATIONS</b>	
<i>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.</i>	
<b>3. CONSENT CONSIDERATIONS</b>	
<i>A member of the Board may request that an item be removed for further discussion and separate action.</i>	
A. Board Meeting Minutes: August 12, 2015	Brian King
B. Curriculum Proposals: CRC	Susan Lorimer
C. Board Policy Revisions: Changes related to AB 540: Resident Status (P-2242), Nonresident and International Student Fees (P-2251)	JP Sherry
D. Board Policy Revisions: Graduation Requirements (P-7241)	JP Sherry
E. Resolution No. 2015-15: Authorizing Execution of a Contract from the Sacramento Employment and Training Agency (Regional Clusters of Opportunity III Agreement)	Beverly Sandeen
F. Resolution No. 2015-16: Authorizing Verizon Wireless Lease – CRC	Theresa Matista
G. Resolution No. 2015-17: Authorizing Execution of a Contract from the California Department of Fish and Wildlife	Beverly Sandeen
H. Resolution No. 2015-18: Purchase of State Surplus Property	Theresa Matista
I. Claim: Rima Cabrera	JP Sherry
J. Claim: Julia Coleman	JP Sherry
K. District Annual Investment Report	Theresa Matista
L. Ratify: Grants and Contracts Awarded	Beverly Sandeen
M. Ratify: New Contracts and Renewals	Theresa Matista
N. Ratify: Affiliation and Other Agreements	Theresa Matista
O. Ratify: Bid Transactions	Theresa Matista
P. Disposition of Surplus Equipment	Theresa Matista
Q. Purchase Orders, Warrants, Checks, and Wires	Theresa Matista
R. Regular Human Resources Transactions	Brian King
<b>4. ACTION</b>	
A. Universal Transit Pass Voting Eligibility	JP Sherry

B. Appointment of a Los Rios Representative to the Capital Adult Education Regional Consortium	Susan Lorimer
C. Resolution No. 2015-19: Budget Revision No. 3 and EPA Allocations 2014-15	Theresa Matista
D. Resolution No. 2015-20: College Promise Campaign	Brian King
E. 2015-2016 Education Protection Account Expenditure Plan	Theresa Matista
F. Public Hearing: Adoption of 2015-16 Proposed Budgets	Theresa Matista
G. Submission of Substantive Change Proposal: FLC Distance Education	Rachel Rosenthal

<b>5. INFORMATION</b>	
A. District Strategic Plan Update	Brian King
B. Citizens' Bond Oversight Committee Annual Report 2014-2015	Theresa Matista
C. Cosumnes River College Jump Start Program	Edward Bush

**6. BOARD MEMBER REPORTS**

**7. FUTURE AGENDA ITEMS**

<b>8. REPORTS and COMMENTS</b>
<ul style="list-style-type: none"> <li>▪ Student Association</li> <li>▪ Classified Senate</li> <li>▪ Academic Senate</li> <li>▪ Other Recognized Constituencies</li> <li>▪ Chancellor's Report</li> </ul>

**9. ADJOURNMENT**

<b>LOS RIOS BOARD OF TRUSTEES</b>			
<b>Dustin Johnson</b> President ▪ Area 1	<b>Deborah Ortiz</b> Vice President ▪ Area 6	<b>Robert Jones</b> ▪ Area 2 <b>John Knight</b> ▪ Area 3 <b>Ruth Scribner</b> ▪ Area 4	<b>Pamela Haynes</b> ▪ Area 5 <b>Kay Albiani</b> ▪ Area 7 <b>Cameron Weaver</b> ▪ Student Trustee
Regular Board Meetings are generally held every second Wednesday of the month at 5:30 pm ▪ Note: Meeting times and locations are subject to change. For current information, call the District Office at (916) 568-3021.			
October 2-3, 2015		Board Retreat ▪ Location: District Office	
October 21, 2015		Regular Board Meeting ▪ Location: District Office	
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: <a href="http://www.losrios.edu">www.losrios.edu</a>			
<b>Help Us Help You</b>			
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:** September 9, 2015

<b>SUBJECT:</b>	Board Meeting Minutes: August 12, 2015	ATTACHMENT: Yes	
		ENCLOSURE: None	
<b>AGENDA ITEM:</b>	Consent Item A	TYPE OF BOARD CONSIDERATION:	
<b>RECOMMENDED BY:</b>	Brian King <i>Brian King</i>	CONSENT/ROUTINE	X
		FIRST READING	
<b>APPROVED FOR CONSIDERATION:</b>	Brian King <i>Brian King</i>	ACTION	
		INFORMATION	

**STATUS:**

The minutes of the Board of Trustees meeting held on August 12, 2015 are attached for Board review and consideration.

**RECOMMENDATION:**

It is recommended that the Board of Trustees approve the minutes of the meeting held on August 12, 2015.



**LOS RIOS COMMUNITY COLLEGE DISTRICT**  
**Board Meeting Minutes**  
**Wednesday, August 12, 2015**

## **1. CALL TO ORDER**

The board meeting was called to order by President Johnson at 5:35 p.m., in the Tiff Martinez Board Room, 1919 Spanos Court, Sacramento, California.

***Present:***

Mr. Dustin Johnson, President  
Ms. Deborah Ortiz, Vice President  
Ms. Kay Albiani  
Ms. Pamela Haynes  
Mr. Robert Jones  
Mr. John Knight  
Ms. Ruth Scribner

Mr. Cameron Weaver, Student Trustee

Dr. Brian King, Chancellor

## **2. ORAL COMMUNICATIONS**

Jeffery Tardaguila addressed the Board of Trustees regarding Los Rios Community District's Universal Transit Pass agreement with Regional Transit.

Dr. Behrooz Farhangi addressed the Board of Trustees regarding office hours of members of the Board and diversity concerns at the colleges.

## **3. CONSENT CONSIDERATIONS**

*A motion was made by Ms. Ortiz, seconded by Ms. Albiani, that the Board of Trustees approve Consent Consideration items A through Q.*

*Roll Call Vote:*

*Aye: Albiani, Haynes, Johnson, Jones, Knight, Ortiz, Scribner*

*No: None*

*Absent: None*

*Motion carried; 7:0*

A. *Board Meeting Minutes: July 8, 2015*

*That the Board of Trustees approve the minutes of the meeting held on July 8, 2015.*

- B. Resolution No: 2015-13: Authorizing Execution of a Contract from the County of Sacramento Department of Human Assistance (CalWORKS Study Agreement)

*That the Board of Trustees approve Resolution No. 2015-13 authorizing the Chancellor or his designee(s) to execute the contract and any future augmentations, amendments, renewals, extensions, or other modifications to the agreement.*

- C. Resolution No: 2015-14: Authorizing Execution of a Contract from the County of Sacramento Department of Human Assistance (CalWORKS Sharing Agreement)

*That the Board of Trustees approve Resolution 2015-14 authorizing the Chancellor or his designee(s) to execute the contract and any future augmentations, amendments, renewals, extensions, or other modifications to the agreement.*

- D. Claim: Ruth Burns

*That the Board of Trustees reject the claim of the Claimant and refer the matter to the District's insurance administrators.*

- E. Contract Award: District Food Service Provider

*That the Board of Trustees award the contract for RFP #15011 to Aramark.*

- F. Special Event Authorization

*That the Board of Trustees approve or ratify the applications listed in the August board agenda packet.*

- G. Ratify: CRC Stadium Landscaping Project

*That the Board of Trustees ratify the Tender Agreement and Completion Agreement for the Cosumnes River College Stadium Landscaping Project.*

- H. District Quarterly Financial Status Report (311Q)

*That the Board of Trustees receive the June 30, 2015 Quarterly Financial Status Report (CCFS-311Q) and the related financial statements and authorize staff to submit the prescribed report to the Chancellor's Office and to the Sacramento County Office of Education.*

- I. Los Rios Foundation - Quarterly Investment Report

*That the Board of Trustees receive the Foundation Quarterly Investment Report for the year ended June 30, 2015.*

J. Ratify: Grants and Contracts Awarded

That the Board of Trustees ratify and/or approve the grant and contract awards herein listed, pursuant to Board Policy 8315.

Title, Description, Term, Project Administrator	College/Unit	Amount	Source
<p>Building Healthy Communities Grant</p> <ul style="list-style-type: none"> <li>Funds to have student teams provide information to South Sacramento residents on drinking water versus soda and on Covered California.</li> <li>4/1/2015 through 5/31/2016</li> <li>Administrator: James Collins, Dean, Science and Allied Health</li> </ul>	SCC	\$24,998	The California Endowment
<p>CTE Enhancement Fund – 40% Local Share</p> <ul style="list-style-type: none"> <li>Funds to enhance Advanced Transportation programs</li> <li>6/18/2015 through 6/30/2016</li> <li>Administrator: Jerome Countee, Assoc. Vice President, Instruction, Economic and Workforce Development</li> </ul>	ARC	\$336,818	Shasta-Tehama-Trinity Joint CCD
<p>CTE Enhancement Fund – 40% Local Share</p> <ul style="list-style-type: none"> <li>Funds to enhance Agriculture programs.</li> <li>2/12/2015 through 3/15/2016</li> <li>Administrator: Bob Johnson, Dean, Careers and Technology</li> </ul>	CRC	\$22,000	Shasta-Tehama-Trinity Joint CCD
<p>CTE Enhancement Fund – 40% Local Share</p> <ul style="list-style-type: none"> <li>Funds to pilot the NetLabs+ Academic Edition System in partnership with seventeen (17) colleges.</li> <li>1/15/2015 through 6/30/2016</li> <li>Administrator: Monica Pactol, Vice President, Instruction</li> </ul>	FLC	\$528,000	Shasta-Tehama-Trinity Joint CCD
<p>CTE Enhancement Fund – 40% Local Share</p> <ul style="list-style-type: none"> <li>Funds to enhance Advanced Transportation programs</li> <li>6/18/2015 through 6/30/2016</li> <li>Administrator: Gabriel Meehan, Assoc. Vice President, Instruction, Economic and Workforce Development</li> </ul>	SCC	\$80,000	Shasta-Tehama-Trinity Joint CCD
<p>Inmate Education Pilot Program</p> <ul style="list-style-type: none"> <li>Funds to develop and implement inmate education geared toward improving inmates' ability to find employment upon release and to reduce recidivism.</li> <li>7/1/2015 through 3/31/2017</li> <li>Administrator: Monica Pactol, Vice President, Instruction</li> </ul>	FLC	\$400,000	CCCCO
<p>LRCCD MESA Scholarships</p> <ul style="list-style-type: none"> <li>Scholarship funds for twenty qualified MESA students.</li> <li>6/20/2015 through 6/19/2016</li> <li>Administrator: Nancy Reitz, Interim Dean, Mathematics</li> </ul>	ARC	\$5,000	Teichert Foundation
<p>Prop 39 Program Improvement Fund – Augmentation</p> <ul style="list-style-type: none"> <li>Funds to enhance green/clean technology programs.</li> <li>2/1/2015 through 9/15/2015</li> <li>Administrator: Jerome Countee, Assoc. Vice President, Instruction, Economic and Workforce Development</li> </ul>	ARC	\$59,027	Mendocino-Lake CCD
<p>Prop 39 Program Improvement Fund – Augmentation</p> <ul style="list-style-type: none"> <li>Funds to enhance green/clean technology programs.</li> <li>2/1/2015 through 9/15/2015</li> <li>Administrator: Gabriel Meehan, Assoc. Vice President, Instruction, Economic and Workforce Development</li> </ul>	SCC	\$15,106	Mendocino-Lake CCD

Title, Description, Term, Project Administrator	College/Unit	Amount	Source
TRIO Student Support Services STEM (Year 1 of 5) <ul style="list-style-type: none"> <li>Funds to provide support services to Science, Technology, Engineering, and Mathematics (STEM) students in order to increase their college retention and graduation rates.</li> <li>10/1/2015 through 8/31/2015</li> <li>Administrator: Rina Roy, Dean, Science and Engineering</li> </ul>	ARC	\$220,000	U.S. Department of Education

K. Ratify: New Contracts and Renewals

That the Board of Trustees ratify and/or approve the contracts herein listed, pursuant to Board Policy 8315.

**CONTRACTS**

Description	Agreement Amount	Initial (I) Renewal (R)	Valid Dates	Consultant/ Contractor	Department Sponsor
Provide 19 X 6 External Monitoring and Onsite Support	\$56,400.00	R	07/01/15 - 06/30/16	Point to Point Consulting Inc.	District Office IT
Professional Telecom Engineering Services	\$90,000.00	R	07/01/15 - 06/30/16	Randstad Technologies LP	District Office IT
Consulting Services for PeopleSoft Development and Support	\$30,000.00	R	07/01/15 - 06/30/16	VDefine Inc.	District Office IT
Professional Advocacy Services	\$66,000.00	R	07/01/15 - 06/30/16	McCallum Group, Inc.	District Office Counsel
Consulting Services for Grant Development	\$39,900.00	I	07/17/15 - 09/01/16	Hanover Research Council, LLC	Sacramento City College Student Development
Interpreting Services	\$26,000.00	R	07/01/15 - 06/30/16	Eaton Interpreting Services, Inc.	Sacramento City College Humanities & Fine Arts
“Emergency Vehicle Operations Course” Training for Recruits	\$50,000.00	R	07/01/15 - 06/30/16	Alameda County Sheriff	American River College Public Safety Center
Interpreting Services	\$45,000.00	R	07/01/15 - 06/30/16	Eaton Interpreting Services, Inc.	American River College Humanities Department
Sign Language Interpreter & Captioning Services	\$40,000.00	R	07/01/15 - 06/30/16	Class Act Alliance, Inc.	Sacramento City College Disabled Student Programs & Services
NT & Exchange Administration, Project Management, Architectural Design & CADD Services	\$587,520.00	R	07/01/15 - 06/30/16	Point to Point Consulting	District Office Information Technology

L. Ratify: Affiliation and Other Agreements

That the Board of Trustees ratify and/or approve the agreements identified in the August board agenda packet.

M. Ratify: Bid Transactions

That the Board of Trustees ratify and/or approve the bid transactions herein listed.

CHANGE ORDERS						
Bid №	Description	Change Amount	Change Number	Vendor	Original Contract Total	New Contract Total
15003R	SCC TAP F Parking lot construction	\$2,594.00	1	All-American Construction, Inc.	\$43,000.00	\$45,594.00
15019R2	FLC Sound System for Athletic Fields	\$718.00	1	SecureCom, Inc.	\$43,848.00	\$44,566.00

BID AWARDS					
Bid №	Description	№ of Responses	Award Date	Successful Vendor	Contract Amount
15037	District Wide Custodial Supplies	8	07/20/2015	Sac-Val Janitorial \$59,406.62  Cole Supply \$104,007.73  Hillyard \$73,534.56  JC Paper \$2,803.50  JC Nelson \$57,801.55 Global Supply \$25,250.00  Waxie Sanitary Supply \$20,499.09  Supplyworks \$9,961.76	\$353,265.11
16002	ARC Student Services Building Security and Card Access Improvements	2	07/30/15	SecureCom, Inc.	\$49,366.00
CMAS #3-14-70-2686F	DW Firewall Solution and Software Management Center	3	07/24/15	Development Group, Inc.	\$711,493.78
CMAS #3-12-70-2247E	FLC NetLab Project for Virtual Lab Environment	1	07/31/15	Carahsoft Technology Corp	\$121,316.97



N. Disposition of Surplus Equipment

That Board of Trustees approve the disposal of the surplus items listed in the August board agenda packet, which are valued at \$5,000 or less, pursuant to Education Code section 81452.

O. Purchase Orders, Warrants, Checks, and Wires

That the Board of Trustees approve the numbered purchase orders, warrants, checks, and wires issued during the period of June 16, 2015 through July 15, 2015.

PURCHASE ORDERS			
General Fund	0001082119-0001082564 B116000-B116440	\$ 10,423,192.91	
Capital Outlay Fund	0003016320-0003016368		
Child Development Fund	0006000759-0006000761 B616000-B616009		
Self-Insurance Fund	0009000339-0009000343		
WARRANTS			
General Fund	717838-719156	\$ 8,972,093.99	
General Fund-ARC Instructional Related	005277-005361		
General Fund-CRC Instructional Related	021872-021897		
General Fund-FLC Instructional Related	030719-030727		
General Fund-SCC Instructional Related	044316-044391		
Capital Outlay Fund	829925-830024		
Child Development Fund	954112-954121		
Self-Insurance Fund	976255-976258		
Payroll Warrants	273313-274403		\$ 13,968,413.93
Payroll-Direct Deposit	737075-740424		
July Leave Process	274404-276323		
Payroll Vendor Warrants	58722-58859		
CHECKS			
Financial Aid Disbursements	2153501-2156006	\$ 1,867,493.60	
Clearing Checks	-	\$ -	
Parking Checks	2904-2909	\$ 177.00	
Bookstore Fund – ARC	29509-29624	\$ 1,202,615.63	
Bookstore Fund – CRC	026127-026158		
Bookstore Fund – FLC	8995-9033		
Bookstore Fund – SCC	047565-047615		
Student Clubs Agency Fund – ARC	4690-4693	\$ 34,680.84	
Student Clubs Agency Fund – CRC	3688-3706		
Student Clubs Agency Fund – FLC	1941-1954		
Student Clubs Agency Fund – SCC	3130-3153		
Foundation – ARC	4359-4517	\$ 331,944.96	
Foundation – CRC	1924-1928		
Foundation – FLC	0954-0983		
Foundation – SCC	3467-3475		
Foundation – DO	0676-0682		
Associated Students Trust Fund – ARC	0744-0752	\$ 13,970.31	
Associated Students Trust Fund – CRC	0630-0630		
Associated Students Trust Fund – FLC	0544-0544		

Associated Students Trust Fund – SCC	-	
Regional Performing Arts Center Fund	USI Check System 3286-3354 Manual checks: 9119-9120	\$ 622,217.15
WIRES		
Board of Equalization	-	\$ 32,000
PARS	-	\$ -
Vendors	-	\$ -
Backup Withholding	-	\$ -
Retiree Health Trust		\$ -

P. Classification of Contract Employees 2015-16

That the Board of Trustees approve the changes in certificated personnel employment status as listed in the August agenda, effective July 1, 2015.

Q. Regular Human Resources Transactions

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

**4. FIRST READING**

A. Board Policy Revisions: Changes related to AB 540: Resident Status (P-2242), Nonresident and International Student Fees (P-2251)

Revisions to the board policies were presented to the Board of Trustees as first reading for review and discussion.

B. Board Policy Revisions: Graduation Requirements (P-7241)

Revisions to the board policy were presented to the Board of Trustees as first reading for review and discussion.

**5. ACTION**

A. Retiree Health Benefit Contribution (Policies 5165, 6622 and 9414)

A motion was made by Ms. Scribner, seconded by Ms. Haynes, that the Board of Trustees approve board policies 5165, 6622 and 9414 and the increase of the District contribution for retirees' health premiums by \$21 per month, from \$235 to \$256, effective July 1, 2015.

Roll Call Vote:

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

No: None

Absent: None

Motion carried; 7:0

B. Contract Award: ARC Athletic Fields Improvements

A motion was made by Ms. Ortiz, seconded by Ms. Haynes, that the Board of Trustees award the contract for Bid #16003 to Diede Construction, Inc. for the base bid (\$5,680,000.00) and one (1) alternate (\$47,000.00) for a total contract amount of \$5,727,000.

Roll Call Vote:

Aye: Albiani, Haynes, Johnson, Jones, Knight, Ortiz

No: Scribner

Absent: None

Motion carried; 6:1

C. Pay Rate Schedules: Final 2014-15 and 2015-16 Interim

A motion was made by Ms. Scribner, seconded by Ms. Albiani, that the Board of Trustees adopt and approve the salary schedules for all groups and individuals as described in the August agenda, and ratify the Memorandums of Understanding, also outlined in the August agenda.

Roll Call Vote:

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

No: None

Absent: None

Motion carried; 7:0

## 6. INFORMATION

A. NextEd Update

To support NextEd, an affiliate organization of the Sacramento Metro Chamber, in their current leadership transition, Los Rios has entered into a Memorandum of Understanding to “loan” Cosumnes River College Dean Brian Bedford to serve as Interim CEO of NextEd. An overview of NextEd and the potential opportunity for improved alignment between K-12 school districts, Los Rios, and its four-year college and university partners and the business community, was presented by Chancellor King and Brian Bedford to the Board of Trustees for information and discussion.

B. Access and Enrollment Management Update

Chancellor King provided an update on the districtwide dialogue that engaged approximately 50 participants from all four colleges and the district office on August 6, 2015 to continue the process of developing strategies to fully utilize the District’s capacity to serve more students. This item was presented to the Board of Trustees for information and discussion.

## 7. BOARD MEMBER REPORTS

Trustee Haynes recognized American River College for receiving three TRIO grants. She noted her upcoming participation in the ACCT Leadership Congress in San Diego, and encouraged her colleagues to participate as well if they can. She also invited the Trustees to join her at the Land Park amphitheater fundraiser on August 13.

In response to the enrollment management presentation, Trustee Scribner discussed the concept of students being our best ambassadors, noting she would like to challenge our community partners to do the same. She also reported her attendance at the Sacramento Shakespeare festival of "As You Like It," and wished everyone a wonderful start of the school year.

Trustee Albaini recently met with new Cosumnes River College President Edward Bush.

Trustee Weaver reported the student leaders are drafting a master list of district-specific issues to address, rather than only focusing on the individual colleges.

## 8. FUTURE AGENDA ITEMS

The Board of Trustees requested a Special Board Workshop on water and energy resource conservation measures across the District.

## 9. REPORTS AND COMMENTS

The following constituency representatives presented reports to the Board:

April Robinson, President, Cosumnes River College Classified Senate  
Brian Robinson, President, District Academic Senate  
Dean Murakami, President, LRCFT

### Chancellor's Report:

ARC: American River College has been awarded three \$1.1 million federal Department of Education grants under the TRIO program, which provides intensive support to low-income, first-generation degree/transfer-seeking college students. In 2010, ARC received its first federal TRIO grant, which created the college's Journey program that provides services and support to low-income, first-generation degree/transfer-seeking students. Last year, ARC re-applied for and was awarded another five-year, \$1.1 million grant to continue the Journey program, which ensures the continuation of the important work being done by the faculty, staff and administrators. At the same time, ARC applied for and was successful in acquiring two other TRIO grants, one focused on supporting low-income, first-generation college students who are interested in STEM fields and another focused on Veterans. With the resources from each of these \$1.1 million grants, ARC will be able to triple the number of underrepresented students who receive intensive, wraparound academic and student support essential to the timely

completion of their educational goal. If TRIO programs like Journey and now STEM and Veterans are successfully implemented, they are likely to receive continued funding in subsequent years. That means these programs add long-term capacity to key student support programs while at the same time help establish alternative funding sources for such services.

CRC: The Cosumnes River College women’s volleyball team participated in a fundraiser last weekend. The Hawks hosted a two-day grass volleyball tournament. The doubles competition was open to all ability levels. More than 70 individuals participated. The team raised \$1,000 and will spend the money on equipment and uniforms.

FLC: Folsom Lake College student Chanelle Sadler is featured in the latest California Community Colleges “I Can Afford College” campaign. Chanelle overcame enormous obstacles, including homelessness while being a single mother to two young daughters, to get to where she is today. She credits much of her growth to her experience as a student at FLC. Chanelle is currently a communications major and plans to transfer to UC Davis. She also works as a student clerk in the Financial Aid Office, where she helps her fellow students get the information they need about applying for financial aid.

SCC: Sacramento City College Biology Professor David Wyatt was featured in a recent Sacramento Bee article about researchers turning to crowdfunding instead of applying for traditional government grants. Wyatt and his team were able to raise nearly \$8,000 from 78 backers, which funded the launch of an exotic insect exhibition to be used for academic research.

*Chancellor King announced the following employee retirements:*

Retirement			Years of Service
Marcia Albert	Learning Skills Coordinator	FLC	6
Nam Nguyen	Custodian	CRC	10+
Sharon Howard Urban	Admissions/Records Clerk II	ARC	15+
Michael Sheldon	Art Professor	ARC	27+

## 10. CLOSED SESSION

*General Counsel Sherry announced closed session as listed below. The following board members went into closed session at 7:40 pm: Ms. Albiani, Ms. Haynes, Mr. Johnson, Mr. Jones, Mr. Knight, Ms. Ortiz, and Ms. Scribner.*

- A. Pursuant to Government Code section 54956.9, subdivision c, Conference with Legal Counsel – Anticipated Litigation: Initiation of litigation: One case.

*Closed Session Adjourned: 7:54 pm*

*Open Session: 7:55 pm*

**11. OPEN SESSION; REPORT OF ANY ACTION AND/OR RATIFICATION TAKEN IN CLOSED SESSION**

*No reportable action was taken in closed session.*

**12. ADJOURNMENT**

*A motion was made by Ms. Albiani, seconded by Ms. Ortiz, that the meeting be adjourned.*

*Motion carried; 6:0*

President Johnson adjourned the meeting at 7:55 p.m.

---

**BRIAN KING**

Chancellor and Secretary to the Board of Trustees

*Draft minutes presented to the Board of Trustees: September 9, 2015.*  
*jd*

# LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: September 9, 2015

<b>SUBJECT:</b>	Curriculum Proposals: Cosumnes River College	ATTACHMENT: Yes	
		ENCLOSURE: None	
<b>AGENDA ITEM:</b>	Consent Item B	TYPE OF BOARD CONSIDERATION:	
<b>RECOMMENDED BY:</b>	Susan L. Lorimer <i>Susan L. Lorimer</i>	CONSENT/ROUTINE	X
		FIRST READING	
<b>APPROVED FOR CONSIDERATION:</b>	Brian King <i>Brian King</i>	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 August 28, 2015 meeting.

The District Curriculum Coordinating Committee membership includes the following representatives: American River College – Julie Chung, Kirsten Corbin (Chair), Bill Simpson, Marie Schirmer, Colleen Owings; Cosumnes River College – Michael Lawlor, Lee Weathers, Amanda Wolcott-Paskey, Lisa Lawrenson; Folsom Lake College – Eric Wada, Debra Worth, Monica Pactol; Sacramento City College – Lonnie Larson, Richard Yang, Dyan Pease, Mary Turner; District Senate – Kale Braden; Articulation Officer – Lynn Fowler; and District Office – Jamey Nye.

**RECOMMENDATION:**

It is recommended that the Board of Trustees approve the curriculum proposals for Cosumnes River College.

# Los Rios Community College District

## Recommendation for Adoption by the Board of Trustees

September 9, 2015

### COURSE PROPOSALS

#### New to District Courses

---

#### *Cosumnes River College*

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

*Prerequisite:* None.

*Advisory:* PACT 390 with a grade of "C" or better; Tennis II students should have some playing experience and basic tennis knowledge and skills.

*54.00 hours laboratory*

This course reviews basic fundamentals, techniques, rules, and social courtesies of tennis. Intermediate players are encouraged to take this course.

**Justification:** This course levels the tennis curriculum as required by repeatability standards.

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

*Prerequisite:* None.

*Advisory:* PACT 391 with a grade of "C" or better; Tennis III students are recommended to have significant experience, preferably at the high school varsity level.

*54.00 hours laboratory*

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


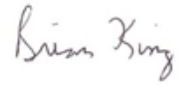
**Justification:** This course levels the tennis curriculum as required by repeatability standards.



# LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: September 9, 2015

<b>SUBJECT:</b>	Board Policy Revisions: Changes related to AB 540: Resident Status (P-2242), Nonresident and International Student Fees (P-2251)	ATTACHMENT: Yes	
		ENCLOSURE: None	
<b>AGENDA ITEM:</b>	Consent Item C	TYPE OF BOARD CONSIDERATION:	
<b>RECOMMENDED BY:</b>	 JP Sherry	CONSENT/ROUTINE	X
		FIRST READING	
<b>APPROVED FOR CONSIDERATION:</b>	 Brian King	ACTION	
		INFORMATION	

**BACKGROUND:**

The State Legislature provided California community college districts with the authority to allow nonresident high school students to attend community colleges without paying nonresident tuition. It also mandated this rule for students who were deported with their parents and wish to return and attend a California community college. The latter class of students must have attended a California High School for three (3) years, demonstrate financial need, have a parent who was deported or was permitted to depart voluntarily, have moved abroad with their parent, and file an affidavit that they intend to establish California residency as soon as possible.

**STATUS:**

The proposed amendments to Board Policies 2242 and 2251 enact both of these changes and clean up language related to exemptions from resident tuition generally. The proposed policies incorporate all of the many exemptions from nonresident status by itemizing the statutes that authorize the exemptions. Existing college procedures already implement each of these statutory exemptions.

**RECOMMENDATION:**

It is recommended that the Board of Trustees approve the proposed revisions to the attached policies.

[Policy - 2000 Students](#) || [Table of Contents](#) || [Back](#) || [Next](#)

## 1.0 Resident Student Defined

**1.1** A resident for community college admissions is a student who had legal residence in California for more than one (1) year immediately preceding the residence determination date **or who is entitled to residency classification under the Education Code and California Code of Regulations, Title 5. All other students are nonresident students. (Ed. Code, §§ 68017, 68018, 68060-68075, 68076-68080, 68082-68085, 68100, 76140.5) Nonresident students who are both citizens and residents of a foreign country are international students.**

~~1.1.2~~ **-Students who are exempt from the Nonresident Tuition Fees pursuant to the under Education Code, sections 68130.5, 76140, subdivision (a)(5), 76140.5 and/or Title 5 Regulations shall be exempt from the Nonresident Tuition Fee, the Student Capital Outlay Fee, and the International Student Application Fee. (Education-Ed. Code, -§§ 68130.5, 68085.5, 76140, subd. (a)(5), 76140.5~~68060-68082~~)**

~~1.2~~**1.3** The Chancellor **of the Los Rios Community College District or designee** is authorized to evaluate information presented by an applicant for admission and to make determination of residence. (Title 5, §§ 54000—~~540723~~)

LRCCD

Policy Adopted: 5/17/67

Policy Revised: 3/7/73; 3/6/74; 11/19/80; 2/10/82; 1/24/96

Policy Reviewed:

Adm. Regulation: [R-2242](#)

**DRAFT 6/4/15**

[Policy - 2000 Students](#) || [Table of Contents](#) || [Back](#) || [Next](#)

### 1.0 International Student Application Fee

- 1.1 A non-refundable application processing fee shall be charged to nonresident applicants who are both citizens and residents of a foreign country in accordance with provisions established by state regulations. (Ed. Code, § 76142)
- 1.2 The **International Student a**Application ~~f~~Fee is due and payable with submission of an application for admission or readmission into one of the Los Rios Community College District's Colleges by an international applicant.
- 1.3 Certain exemptions to the **International Student a**Application ~~f~~Fee may be granted ~~pursuant to State guidelines~~. (Ed. Code, § 76142)

### 2.0 Nonresident Tuition Fee

- 2.1** A ~~nonresident tuition fee~~**Nonresident Tuition Fee** shall be charged to all students who **are nonresidents and who do not qualify for an exemption from this fee.** (~~Ed. Code, §§ have not established residence in the State of California. 68018, 68050, 68060-68075, 68076-68080, 68082-68085, 68100, 68130.5, 76140, (a)(5), 76140.5)~~(Ed. Code, '76140)
- ~~2.2.2~~ This tuition fee also applies to international students.
- ~~2.2.3~~ **Exceptions to State residency determinations** for certain students, **exceptions to residency determinations, and exemptions** shall be **determined** in accordance with ~~provisions established by State regulations~~**the Education Code and Title 5.** (Ed. Code, §§ **68000-68100, 68122; 68130.5, 76140, subd. (a)(5)**)(~~Ed. Code, " 68070-68082)~~

### 3.0 International Student Capital Outlay Fee

- 3.1 In addition to the ~~tuition fee~~**Nonresident Tuition Fee** established for nonresident students per Section 2.0, nonresident students ~~who are both citizens and residents of a foreign country (International Students)~~**who are not exempt from the payment of the Nonresident Tuition Fees and all international students** shall be charged a **Student** Capital Outlay Fee. (Ed. Code, §§ **68130.5, 76140, subd. (a)(2), & (a)(5),** (~~Ed. Code, '76141)~~

### 4.0 Establishment of Nonresident Tuition Fee and Student Capital Outlay Fee

- 4.1 The Nonresident Tuition Fee and the ~~International~~ Student Capital Outlay Fee shall be established annually and no later than February 1 for the succeeding fiscal year.

### 5.0 Student Enrollment Fee

- 5.1 In accordance with State policy, student enrollment fees established shall be collected from nonresident students and international students enrolled in credit

classes.

5.2 The amount of the student enrollment fee is determined by the State of California. The District has the responsibility to collect such student enrollment fees on behalf of the State.

#### 6.0 Deferment or Installment Payment of Fees

6.1 Payment of fees may be deferred as prescribed in ~~District~~ Administrative Regulations.

#### 7.0 Refund of Fees

7.1 Refunds to students for fees including student enrollment, ~~Nonresident~~ ~~Tuition Fees~~, and/or ~~international~~ ~~Student~~ ~~Capital~~ ~~Outlay~~ ~~Fees~~ shall follow guidelines established by the District.

[Policy - 2000 Students](#) || [Table of Contents](#) || [Back](#) || [Next](#)

LRCCD

Policy Adopted: 3/10/65

Policy Revised: 7/11/73; 11/19/80; 3/4/92; 7/21/93

Policy Reviewed:


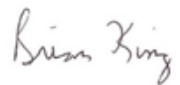
Adm. Regulation: [R-2251](#)

**DRAFT 7/24/2015**

# LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: September 9, 2015

<b>SUBJECT:</b>	Board Policy Revisions: Graduation Requirements (P-7241)	ATTACHMENT: Yes	
		ENCLOSURE: None	
<b>AGENDA ITEM:</b>	Consent Item D	TYPE OF BOARD CONSIDERATION:	
<b>RECOMMENDED BY:</b>	JP Sherry 	CONSENT/ROUTINE	X
		FIRST READING	
<b>APPROVED FOR CONSIDERATION:</b>	Brian King 	ACTION	
		INFORMATION	

**BACKGROUND:**

Each of the Colleges of the Los Rios Community College District establish the unit values for classes using the “Carnegie Unit” and include this in each of the College catalogs. Accreditation standards suggest that this should also be included in Board Policy.

**STATUS:**

In Section 2.1.2, Board Policy 7241 has been updated to include the “Carnegie Unit” as part of the Board Policy. Additional nonsubstantive changes have been made to the policy.

**RECOMMENDATION:**

It is recommended that the Board of Trustees approve the proposed revisions to the attached policy.

[Policy - 7000 Instruction](#) || [Table of Contents](#) || [Back](#) || [Next](#)

## ASSOCIATE'S DEGREE REQUIREMENTS

### 1.0 Degree Earned

- 1.1 The degree of Associate in Arts, Associate in Arts for Transfer, Associate in Science, or Associate in Science for Transfer can be earned through any College in the Los Rios Community College District.
- 1.2 The Associate in Arts degree and the Associate in Science degree may be conferred upon students qualified to transfer to a four-year college or university as well as upon those completing their formal education in a two-year vocational program as outlined in the catalog of any of the Colleges of the District. The Associate in Arts for Transfer degree and the Associate in Science for Transfer degree were created by SB 1440 (2010) to allow students to transfer to the California State University with junior status upon the completion of prescribed requirements.
- 1.3 In accordance with law and with the rules and regulations of the California Community College Board of Governors and the Los Rios Community College District Board of Trustees, the requirements for the degree Associate in Arts, Associate in Arts for Transfer, Associate in Science, or Associate in Science for Transfer are defined below.

### 2.0 Associate in Arts or the Associate in Science Graduation Requirements

#### 2.1 Number of Units

- 2.1.1 Satisfactory completion of a minimum of **sixty (60)** units of collegiate work with a "C" (2.0) grade point average in a curriculum which the District accepts toward the degree, provided that **twelve (12)** units must be earned in residence at the College recommending the degree.

**2.1.1.1** All reference to "units" in this policy is to "semester units."

- 2.1.2 **Units of credit are assigned to courses based on the "Carnegie unit," which assigns one unit of credit for three (3) hours of work by the student per week. Usually this means one (1) hour of lecture or discussion led by the instructor and two (2) hours of outside preparation by the student. In laboratory courses, three (3) hours of work in the laboratory are normally assigned one (1) unit of credit which may include some additional preparation outside of class time.**

#### 2.2 Major Field of Study

- 2.2.1 Satisfactory completion of a minimum of **eighteen (18)** units in a major field of study or an area of emphasis from those specified in the catalog of each College. Each College shall establish a minimum grade of "C" or the

equivalent for any class in a major field of study or a 2.0 grade point average for classes taken in the major field of study.

### 2.3 General Education Requirements

- 2.3.1 Each College of the District will publish in its catalog a specific philosophy of general education. The following will serve as a pattern for the Colleges in the development of their individual philosophy statements.

The primary function of education is to transmit from each generation to the next the knowledge and skills requisite to enlarge the comprehension of our place in the universe. Los Rios Colleges are committed to the principle of providing general education which includes: Natural Science, Social and Behavioral Science, Humanities and the Arts, Language and Critical Thinking, and other courses that provide for life-long learning and understanding, and that explore the significance of work, production, consumption and leisure in the lives of individuals. All of these are basic and necessary to participate in and contribute to a balanced life in a democratic society that is diverse in its social, cultural, and educational backgrounds.

A comprehensive education serves to develop the creativity, critical thinking, ethical behavior, and self-understanding which are essential to the attainment of personal goals and to participate in a society characterized by increasing global interdependence and by rapid and significant change.

Therefore, the purpose of general education is to give breadth to the college experience, enhance the ability to learn, and insure an appropriate level of competency. The general education program thus provides coherence to under-graduate education and affords students the opportunity to develop an integrated overview of the diverse fields of human knowledge.

- 2.3.2 The courses allowed by the Colleges of the District for the fulfillment of the general education requirements shall be introductory in nature and usually without course prerequisites. The content of the courses should encompass broad fields of knowledge, covering major principles and their applications to a wide field or fields. The intent should be to provide the students with an understanding and appreciation of a significant body of knowledge and give to the students a basis for evaluating the physical environment, the culture, and the society in which they live.

- 2.3.3 Students receiving an Associate Degree must satisfactorily complete **twenty-one (21)** units in general education selected from the following areas as indicated:

2.3.3.1 Natural Sciences (**three [3]** units minimum)

Courses in the natural sciences are those which examine the physical universe, its life forms and its natural phenomena. To satisfy the general education requirement in natural sciences, a course should help the student develop an appreciation and understanding of the scientific method, and encourage an understanding of the relationships between science and other human activities. This category includes introductory or integrative courses in astronomy, biology, chemistry, general physical science, geology, physical geography, physical anthropology, physics and other scientific disciplines.

#### 2.3.3.2 Social and Behavioral Sciences (**three [3]** units minimum)

Courses in the social and behavioral sciences are those which focus on people as members of society. To satisfy the general education requirement in social and behavioral sciences, a course should help the student develop an awareness of the method of inquiry used by the social and behavioral sciences. It should stimulate critical thinking about the ways people act and have acted in response to their societies and should promote appreciation of how societies and social subgroups operate. This category includes introductory or integrative survey courses in anthropology, economics, history, political science, psychology, sociology and related disciplines, exclusive of those which fulfill the American Institutions requirement.

#### 2.3.3.3 American Institutions Requirement (**three [3]** units minimum)

Courses in American Institutions are those which focus on the historical development of American institutions and ideals, the operation of representative democratic government under the Constitution of the United States, and the principles of state and local government established under the Constitution of this State. To satisfy the general education requirement in American Institutions, a course should help the student develop an appreciation and understanding of the basic institutions, ideals, knowledge, and skills necessary for intelligent and loyal citizenship. It should stimulate critical thinking, problem solving, and literacy skills in regard to American historical, political, governmental, economic, social, and intellectual issues as they relate to both domestic and foreign affairs. This category includes introductory or integrative survey courses in history and political science which qualify under the guidelines of either “a” or “b” below.

- (a) Any course which addresses the historical development of American Institutions and ideals, inclusive of the following:



1. Significant events occurring in the entire area now included in the United States of America, including the relationships of regions within that area and with external regions and powers as appropriate to the understanding of those events within the United States during the period under study.
  2. The role of major ethnic and social groups in such events and the contexts in which the events have occurred.
  3. The events presented within a framework which illustrates the continuity of the American experience and its derivation from other cultures including consideration of three or more of the following: politics, economics, social movements, and geography.
- (b) Any course which addresses the U.S. Constitution, representative democratic government operation, and the process of California State and local government, inclusive of the following:
1. The political philosophies of the framers of the Constitution and the nature and operation of United States political institutions and processes under that Constitution as amended and interpreted.
  2. The rights and obligations of citizens in the political system established under the Constitution.
  3. The Constitution of the State of California within the framework of evolution of Federal-State relations and the nature and processes of State and local government under that Constitution.
  4. Contemporary relationships of State and local government with the Federal government, the resolution of conflicts and the establishment of cooperative processes under the constitutions of both the State and nation, and the political processes involved.

#### 2.3.3.4 Humanities (**three** [3] units minimum)

Courses in the humanities are those which study the cultural activities and artistic expressions of human beings. To satisfy the general education requirement in the humanities, a course should help the student develop an awareness of the ways in which people

throughout the ages and in different cultures have responded to themselves and the world around them in artistic and cultural creation and help the student develop an aesthetic understanding and an ability to make value judgments. This category includes introductory or integrative courses in the arts, foreign languages, literature, philosophy, religion, and related disciplines.

2.3.3.5 Languages and Rationality (six [6] units: **three** [3] units each from (a) and (b))

Courses in language and rationality are those which use and examine principles and guidelines of clear and logical thinking and communication. Courses in this category should build upon rather than remediate verbal and quantitative skills.

- (a) English Composition. Courses fulfilling the written composition requirement should include both expository and argumentative writing.
- (b) Communication and Analytical Thinking. Courses fulfilling the communication and analytical thinking requirement include oral and written communication, mathematics, logic, statistics, computer language and programming, and related disciplines.

2.3.3.6 Living Skills (**three** [3] units minimum)

One physical education activity course (with ADAPT, DANCE, FITNS, PACT, SPORT, or TMACT designators) must be taken in this area and a minimum of **two** (2) units from the other courses included in this category. Adapted physical education courses are available for students with documented physical disabilities. These Adapted courses will fulfill the graduation requirement.

Courses in this area may be selected from a number of different disciplines that help students to acquire skills and knowledge to understand themselves as whole persons (integral to their environment). This category includes the study of courses that develop and maintain personal, social, physical and emotional well-being. It is the intent that this area include such courses as health education, human sexuality, marriage and family, nutrition, and personal adjustment.

- 2.3.3.6.1 Students with medical excuses may petition to be exempted from the physical activity course requirement when appropriate adapted physical education classes are not offered at the location where the student takes the majority of their course work.

Students not completing a physical activity course on the basis of this exemption shall be required to complete a minimum of **three (3)** units in other courses in the Living Skills area.

- 2.3.4 While a course might satisfy more than one **(1)** general education requirement, it may not be counted more than once for these purposes. Courses which are a part of the major requirement and meet the intent of these general education guidelines may be used to satisfy both requirements.
- 2.3.5 Ethnic studies will be offered in at least one **(1)** of the required general education areas (2.3.3.1--2.3.3.5).
- 2.3.6 Each College shall set up a process that will involve the review of courses submitted to meet the objectives and criteria of general education.
- 2.3.7 Students who show proof of a baccalaureate or higher degree completed at a college or university accredited through a CHEA (Council for Higher Education Accreditation) recognized Regional Accrediting Agency will have satisfied general education and competency requirements for the Associates ~~of~~ **in** Arts or the Associates ~~of~~ **in** Science degree. Degrees from accredited institutions outside of the United States will be evaluated on a case-by-case basis. All Associates ~~D~~degrees from institutions accredited from CHEA Regional Accrediting Agencies will be evaluated on a case-by-case basis. Degrees or courses from non-accredited institutions will not be considered.

#### 2.4 Basic Skills Competencies

- 2.4.1 All students granted an **Associate in Arts** or **Associate in Science** degree shall have demonstrated college-level competence in reading, written expression, and mathematics.
- 2.4.1.1 Examinations used to assess competency in any one of these areas will be uniform throughout the District and will be recommended by committees composed of members as provided in District Regulation ([R-3412](#)).
- 2.4.1.2 The Chancellor shall adopt **Administrative #R**Regulations establishing specific competency standards.

#### 2.5 Ethnic/Multicultural Studies

- 2.5.1 One **(1) three (3)**-unit Ethnic/Multicultural studies course must be completed within the **sixty (60)** unit graduation requirement. The course may be completed as part of the **twenty-one (21)** unit general education pattern, as a course required by the major, or an elective course.

2.5.1.1 Courses in Ethnic/Multicultural studies examine significant aspects of the culture, contributions and social experiences of underrepresented ethnic/racial groups in the U.S., or the history and cultural traditions of non-western societies. Non-western courses should focus on non-Eurocentric cultures.

2.5.1.2 All courses should be comparative among multiple social groups and should include analysis of concepts of ethnicity, ethnocentrism and racism, and how they shape and explain ethnic experience.

### **3.0** Credit by Examination

**2.63.1** Any specific course requirement may be satisfied by the procedures established for credit by examination.

### **3.04.0** Associate in Arts for Transfer & Associate in Science for Transfer Graduation Requirements (SB 1440):

**3.14.1** For curricula approved pursuant to SB 1440 (2010) by the Board of Trustees (approved curriculum), the graduation requirements for the Associate in Arts for Transfer and Associate in Science for Transfer degrees shall consist entirely of the following requirements which also satisfy all basic skills competency requirements:

**3.1.14.1.1** Successful completion of **sixty (60)** semester units eligible for transfer to the California State University, which shall include satisfaction of the following two **(2)** requirements:

**3.1.1.14.1.1.1** Completion of one **(1)** or the following General Education Patterns:

**3.1.1.1.14.1.1.1.1** The Intersegmental General Education Transfer Curriculum (IGETC): or

**3.1.1.1.24.1.1.1.2** The California State University General Education-Breadth Requirements.

**3.1.1.24.1.1.2** Completion of at least **eighteen (18)** semester units in a major or area of emphasis identified in the approved curriculum

**3.1.24.1.2** A minimum grade point average of 2.0.

### **5.0** Courses Specified

**3.25.1** Each College within the ~~Los Rios~~ District shall specify in its eCollege catalog the courses that may be taken by a student in each of the required areas listed above. Requirements satisfied at one eCollege will be accepted by any other eCollege within the District.

LRCCD

Policy Adopted: 3/10/65

Policy Revised: 12/6/72; 4/17/74; 1/28/81; 4/21/82; 1/19/83; 2/1/84; 7/27/88; 3/18/92;  
3/1/00; 11/5/03; 6/18/08; 3/14/12

Policy Reviewed: 2/24/14

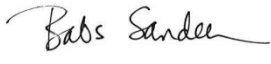
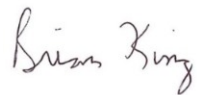
Adm. Regulation: [R-7241](#)

**DRAFT 6/17/15**

# LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: September 9, 2015

<b>SUBJECT:</b>	Resolution No. 2015-15: Authorizing Execution of a Contract from the Sacramento Employment and Training Agency (Regional Industry Clusters of Opportunity III)	ATTACHMENT: Yes	
		ENCLOSURE: None	
<b>AGENDA ITEM:</b>	Consent Item E	TYPE OF BOARD CONSIDERATION:	
<b>RECOMMENDED BY:</b>	Beverly Sandeen 	CONSENT/ROUTINE	X
		FIRST READING	
<b>APPROVED FOR CONSIDERATION:</b>	Brian King 	ACTION	
		INFORMATION	

**BACKGROUND:**

The Sacramento Employment and Training Agency (SETA) is requiring contractors to provide a Board resolution authorizing the execution of the Regional Industry Clusters of Opportunity III (RICO III) Contract (Contract No. 098804RICO3), and identifying individuals authorized to sign and otherwise enter into the contract. The purpose of the agreement is to fund curriculum development, articulations, certifications, and materials related to alternative and renewable fuels and vehicles.

**STATUS:**

American River College is serving as a contractor for the SETA RICO III project.

<u>Contract Name</u>	<u>Contract Number</u>	<u>Contract Amount</u>
RICO III	098804RICO3	\$55,000

**RECOMMENDATION:**

It is recommended that the Board of Trustees approve Resolution No. 2015-15 authorizing the Chancellor or his designee(s) to execute the contract and any future augmentations, amendments, renewals, extensions, or other modifications to the agreement.



# LOS RIOS COMMUNITY COLLEGE DISTRICT

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

## RESOLUTION

№ 2015-15

### Authorizing Execution of a Contract from the Sacramento Employment and Training Agency (Regional Industry Clusters of Opportunity III)

**WHEREAS**, the Los Rios Community College District, a California local governmental entity (hereinafter referred to as "Contractor") desires to enter into a contract with the Sacramento Employment and Training Agency (SETA) for the purpose of funding curriculum development, articulations, certification, and materials related to alternative and renewable fuels and vehicles (Contract No. 098804RICO3), and authorize the designated personnel to sign contract documents pursuant to Standard Agreement Contract № 098804RICO3 ("Standard Agreement"): Now, therefore,

**BE IT RESOLVED** that the Los Rios Board of Trustees hereby authorizes the execution of Contract № 098804RICO3 by and between Contractor and SETA; and

**BE IT FURTHER RESOLVED** that any individual employed by Contractor in the position(s) of: Vice Chancellor, Finance and Administration; Vice Chancellor, Education and Technology; and Vice Chancellor, Resource Development are hereby authorized on behalf of and in the name of Contractor and as its official act and deed to sign and otherwise enter into Contract № 098804RICO3 with SETA; and

**BE IT FURTHER RESOLVED** that any individual employed by Contractor in the positions of: President; Vice President; Associate Vice President, Instruction; and Dean shall be authorized to act on behalf of Contractor with respect to this Contract № 098804RICO3 by and between Contractor and SETA and that SETA may rely upon any communication or act, including telephone communication, made by the individuals authorized to act on behalf of Contractor pursuant to this resolution; and

**BE IT FURTHER RESOLVED** that the following individuals comprise the entire Los Rios Community College District Board of Trustees, 1919 Spanos Court, Sacramento, CA 95825: Kay Albiani, Pamela Haynes, Dustin Johnson, Robert Jones, John Knight, Deborah Ortiz, and Ruth Scribner; and

**BE IT FURTHER RESOLVED** that the authority conferred pursuant to this resolution and the representation contained herein shall remain in full force and effect until written notice of the revocation thereof shall have been received by SETA.

**PASSED AND ADOPTED** as Los Rios Community College District Resolution № 2015-15 this ninth day of September, 2015, by the following called vote:

AYES	NOES	ABSENT
------	------	--------

*Attest:*

\_\_\_\_\_  
Dustin Johnson, Board President

\_\_\_\_\_  
Brian King  
Chancellor and Secretary to the Board

# LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: September 9, 2015

<b>SUBJECT:</b>	Resolution No. 2015-16: Verizon Wireless Lease – CRC	ATTACHMENT: Yes	
		ENCLOSURE: None	
<b>AGENDA ITEM:</b>	Consent Item F	TYPE OF BOARD CONSIDERATION:	
<b>RECOMMENDED BY:</b>	Theresa Matista <i>Theresa Matista</i>	CONSENT/ROUTINE	X
		FIRST READING	
<b>APPROVED FOR CONSIDERATION:</b>	Brian King <i>Brian King</i>	ACTION	
		INFORMATION	

**BACKGROUND:**

Sacramento-Valley Partnership, d/b/a Verizon Wireless (Verizon) is a private corporation engaged as a telephone utility. Since 1991, Verizon has had a lease to maintain and use a tower on the CRC Campus with access to the tower. Verizon has requested an extension of that lease.

**STATUS:**

Under Education Code, section 81311, the Board or Trustees may grant an easement to a private corporation engaged in a public utility business upon such terms and conditions as the parties may agree. Verizon’s cellular telephone service qualifies as a public utility. An easement is an interest in real property (the right to use it for a particular purpose) that is broader than a leasehold interest (the right to possess property for a period of time). As a result, under this Education Code section, it is permissible for the Board to extend this lease.

To do so, the Education Code requires the Board of Trustees to first adopt a resolution declaring its intent to extend the lease by a vote of at least 2/3 of its members. That resolution must describe the property to be conveyed, specify the purpose for which and the terms upon which the property will be conveyed, and shall establish a date and time for a subsequent public hearing to consider extending that lease. At the subsequent meeting, a public hearing shall be conducted and the Board may adopt a resolution extending the lease, unless 10% or more of the qualified electors of the District sign a petition protesting the conveyance. Under the Education Code, a majority of the Board of Trustees members must sign the initial resolution, which must be posted and published in accordance with the Education Code.

Verizon seeks to extend the lease for a five-year term with four five-year extensions with a yearly rental rate of \$24,203.52 which will be adjusted on August 1, 2016 by 2.5%.

**RECOMMENDATION:**

It is recommended that the Board of Trustees adopt Resolution No. 2015-16 declaring its intent to extend the lease, and set the October 15, 2015 Board meeting as the date and time at which it will hold a public hearing on this conveyance.





# LOS RIOS COMMUNITY COLLEGE DISTRICT

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

## RESOLUTION

№ 2015-16

### Intent to Extend Lease to Sacramento-Valley Partnership, d/b/a Verizon Wireless (Verizon)

**WHEREAS**, the Los Rios Community College District, a California local governmental entity (hereinafter referred to as "the District"), is the owner of all real property located at Cosumnes River College (hereinafter referred to as "the College"); and

**WHEREAS**, Sacramento-Valley Partnership, d/b/a Verizon Wireless (Verizon) has been party to a lease with the District at Cosumnes River College for the construction and use of a tower and access to that tower since 1991; and

**WHEREAS**, the District proposes to extend the lease a five-year term with four five-year extensions with a yearly rental rate of \$24,203.52 which will be adjusted on August 1, 2016 by 2.5%; and

**WHEREAS**, extending the lease is to the District's benefit, and will not adversely affect the District in any respect nor have a significant adverse effect on the environment; and

**WHEREAS**, the District is required by Education Code, section 81311 to declare its intention to extend the lease and to hold a public hearing regarding the proposed dedication: Now, therefore,

**BE IT RESOLVED** that the Los Rios Community College District Board of Trustees declares its intention to extend the lease of the real property described in Exhibit 1 to Verizon for the purpose of operating cellular telephone services and granting access to that tower; and

**BE IT FURTHER RESOLVED** that a public hearing on the question of extending the lease shall be held on October 21, 2015, at the regularly scheduled Board meeting in the Board Room (or such other room as provided for in a public notice prior to that meeting) at the District, 1919 Spanos Court, Sacramento, California 95825.

**PASSED AND ADOPTED** as Los Rios Community College District Resolution № 2015-16 this ninth day of September, 2015, by the following called vote:

AYES	NOES	ABSENT
------	------	--------

\_\_\_\_\_  
Dustin Johnson, Board President

\_\_\_\_\_  
Deborah Ortiz

\_\_\_\_\_  
Robert Jones

\_\_\_\_\_  
Kay Albiani

\_\_\_\_\_  
Ruth Scribner

\_\_\_\_\_  
Pamela Haynes

\_\_\_\_\_  
John Knight

*Attest:*

\_\_\_\_\_  
Brian King, Chancellor and Secretary to the Board

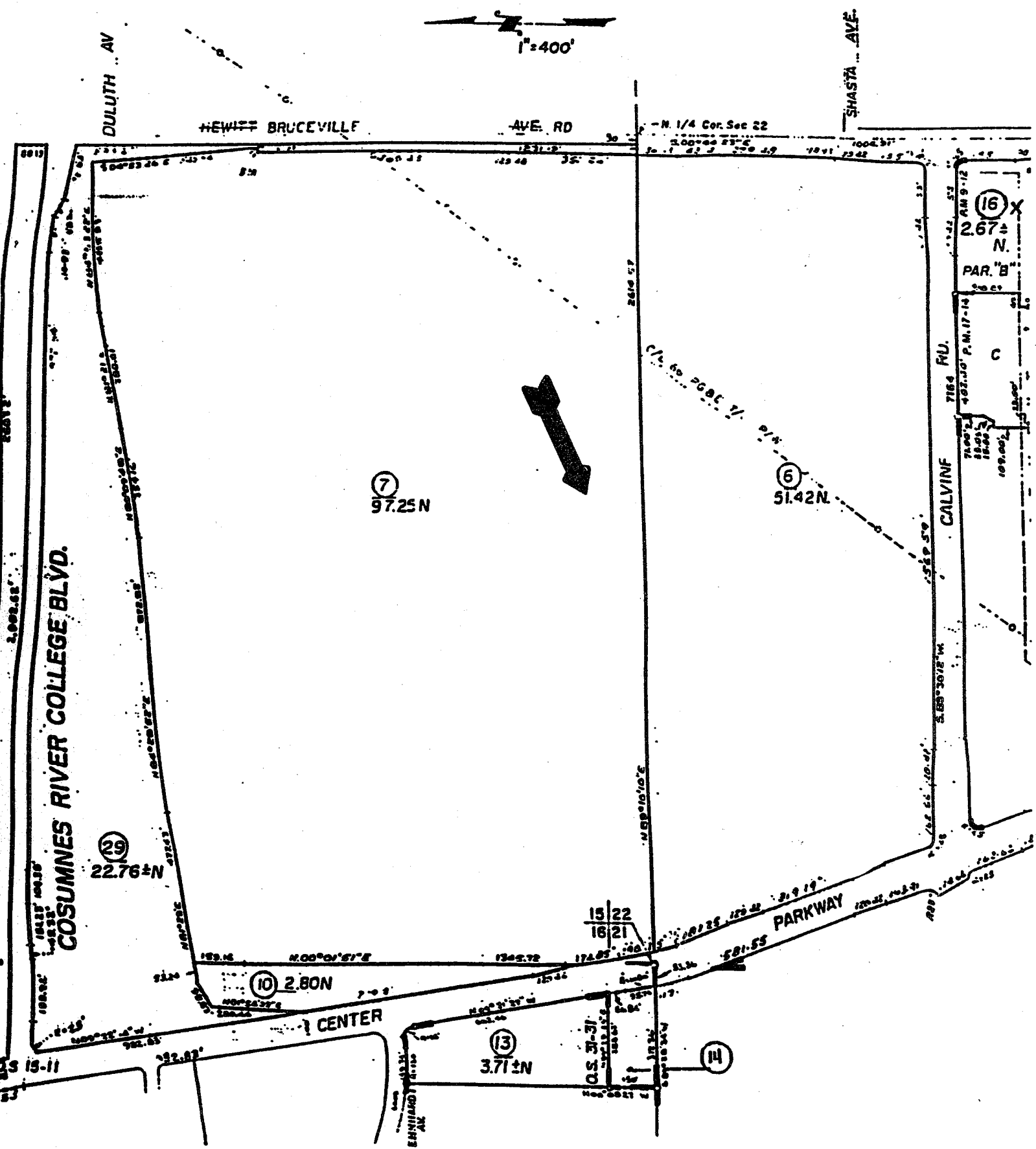
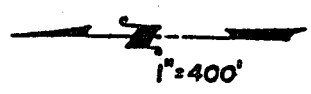
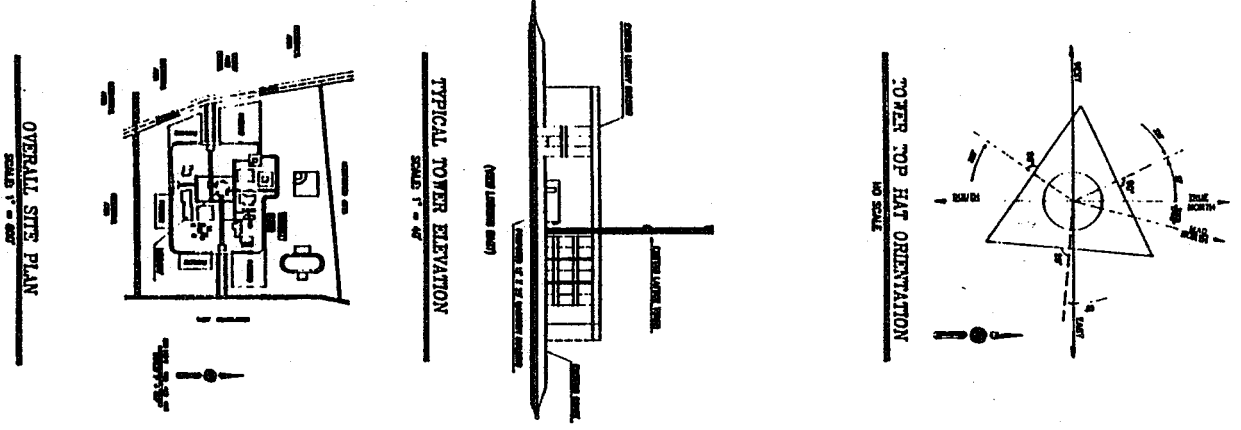
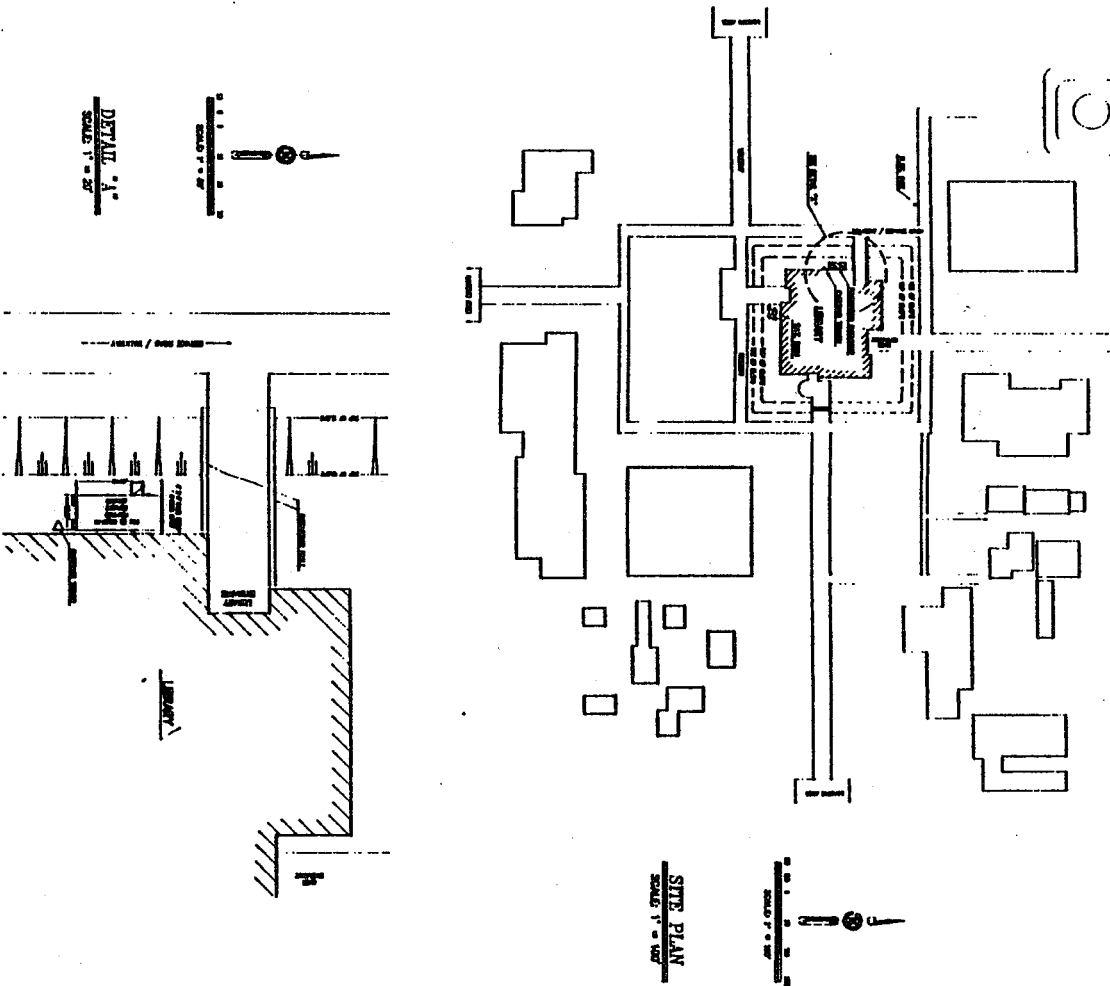
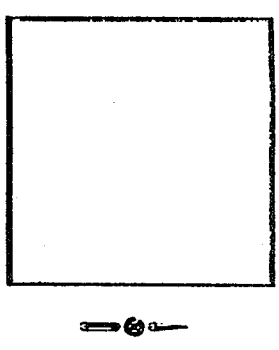


Exhibit 1 page 1 of 2



OVERALL SITE PLAN  
SCALE 1" = 80'



OWNER ADDRESS:

APPLICANT:

ASSESSOR'S PARCEL NO. 17 - 02 - 02

PREPARED BY:

LEGAL DESCRIPTION:

- NOTES:
1. THIS PLAN IS FOR THE PROPOSED CONSTRUCTION OF THE TOWER AND IS SUBJECT TO THE CITY OF SACRAMENTO'S ZONING ORDINANCES AND THE CITY ENGINEER'S REVIEW.
  2. THE CITY ENGINEER'S REVIEW IS LIMITED TO THE TECHNICAL ASPECTS OF THE PLAN AND DOES NOT CONSTITUTE A GUARANTEE OF THE ACCURACY OF THE INFORMATION PROVIDED.
  3. THE PLAN IS SUBJECT TO THE CITY ENGINEER'S REVIEW AND THE CITY ENGINEER'S REVIEW IS LIMITED TO THE TECHNICAL ASPECTS OF THE PLAN AND DOES NOT CONSTITUTE A GUARANTEE OF THE ACCURACY OF THE INFORMATION PROVIDED.
  4. THE PLAN IS SUBJECT TO THE CITY ENGINEER'S REVIEW AND THE CITY ENGINEER'S REVIEW IS LIMITED TO THE TECHNICAL ASPECTS OF THE PLAN AND DOES NOT CONSTITUTE A GUARANTEE OF THE ACCURACY OF THE INFORMATION PROVIDED.
  5. THE PLAN IS SUBJECT TO THE CITY ENGINEER'S REVIEW AND THE CITY ENGINEER'S REVIEW IS LIMITED TO THE TECHNICAL ASPECTS OF THE PLAN AND DOES NOT CONSTITUTE A GUARANTEE OF THE ACCURACY OF THE INFORMATION PROVIDED.

DATE PREPARED: JUL 1981

WESTERN PLANNING & ENGINEERING

CONDITIONAL USE PERMIT NO. \_\_\_\_\_ SITE PLAN

SCALE: SHEET 2 OF 2

DESIGNED BY	DATE	CHECKED BY
SCALE	DATE	SCALE

# LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: September 9, 2015

<b>SUBJECT:</b>	Resolution No. 2015-17: Authorizing Execution of a Contract from the California Department of Fish & Wildlife	ATTACHMENT: Yes	
		ENCLOSURE: None	
<b>AGENDA ITEM:</b>	Consent Item G	TYPE OF BOARD CONSIDERATION:	
<b>RECOMMENDED BY:</b>	Beverly Sandeen <i>Babs Sandeen</i>	CONSENT/ROUTINE	X
		FIRST READING	
<b>APPROVED FOR CONSIDERATION:</b>	Brian King <i>Brian King</i>	ACTION	
		INFORMATION	

**BACKGROUND:**

The California Department of Fish and Wildlife is requiring contractors to provide a Board resolution authorizing the execution of the California Department of Fish and Wildlife, Contract No. P1590001, for customized training services.

**STATUS:**

Los Rios Community College District is serving as a contractor for the California Department of Fish and Wildlife.

<u>Contract Name</u>	<u>Contract Number</u>	<u>Contract Amount</u>
California Department of Fish and Wildlife	P1590001	\$100,000

**RECOMMENDATION:**

It is recommended that the Board of Trustees approve Resolution No. 2015-17 authorizing the Chancellor or his designee(s) to execute the contract and any future augmentations, amendments, renewals, extensions, or other modifications to the agreement.



# LOS RIOS COMMUNITY COLLEGE DISTRICT

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

## RESOLUTION

№ 2015-17

### Authorizing Execution of a Contract from the California Department of Fish and Wildlife

**WHEREAS**, the Los Rios Community College District, a California local governmental entity (hereinafter referred to as “Contractor”) desires to enter into a contract with the California Department of Fish and Wildlife (CDFW) for the purpose of providing customized training services (Contract No. P1590001), and authorize the designated personnel to sign contract documents pursuant to Standard Agreement Contract № P1590001 (“Standard Agreement”): Now, therefore,

**BE IT RESOLVED** that the Los Rios Board of Trustees hereby authorizes the execution of Contract № P1590001 by and between Contractor and CDFW; and

**BE IT FURTHER RESOLVED** that any individual employed by Contractor in the position(s) of: Vice Chancellor, Finance and Administration; Vice Chancellor, Education and Technology; and Vice Chancellor, Resource Development are hereby authorized on behalf of and in the name of Contractor and as its official act and deed to sign and otherwise enter into Contract № P1590001 with CDFW; and

**BE IT FURTHER RESOLVED** that any individual employed by Contractor in the positions of: Vice Chancellor, Education and Technology; Associate Vice Chancellor, Instruction; and Coordinator shall be authorized to act on behalf of Contractor with respect to this Contract № P1590001 by and between Contractor and CDFW and that CDFW may rely upon any communication or act, including telephone communication, made by the individuals authorized to act on behalf of Contractor pursuant to this resolution; and

**BE IT FURTHER RESOLVED** that the following individuals comprise the entire Los Rios Community College District Board of Trustees, 1919 Spanos Court, Sacramento, CA 95825: Kay Albiani, Pamela Haynes, Dustin Johnson, Robert Jones, John Knight, Deborah Ortiz, and Ruth Scribner; and

**BE IT FURTHER RESOLVED** that the authority conferred pursuant to this resolution and the representation contained herein shall remain in full force and effect until written notice of the revocation thereof shall have been received by CDFW.

**PASSED AND ADOPTED** as Los Rios Community College District Resolution № 2015-17 this ninth day of September, 2015, by the following called vote:

AYES	NOES	ABSENT
------	------	--------

*Attest:*

\_\_\_\_\_  
Dustin Johnson, Board President

\_\_\_\_\_  
Brian King  
Chancellor and Secretary to the Board

# LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: September 9, 2015

<b>SUBJECT:</b>	Resolution No. 2015-18: Purchase of State Surplus Property	ATTACHMENT: Yes	
		ENCLOSURE: None	
<b>AGENDA ITEM:</b>	Consent Item H	TYPE OF BOARD CONSIDERATION:	
<b>RECOMMENDED BY:</b>	Theresa Matista <i>Theresa Matista</i>	CONSENT/ROUTINE	X
		FIRST READING	
<b>APPROVED FOR CONSIDERATION:</b>	Brian King <i>Brian King</i>	ACTION	
		INFORMATION	

**BACKGROUND:**

Public Contract Code section 10324 authorizes Los Rios to purchase materials, equipment, supplies, or other surplus properties from the California State Department of General Services. Authorized signatures must be on file with the Department of General Services in order to purchase any surplus properties. The Department of General Services requires that an eligibility renewal application be updated periodically.

**STATUS:**

In order to update the appropriate authorized signatories, a new eligibility renewal application and resolution must be on file with the California State Department of General Services.

**RECOMMENDATION:**

It is recommended the Board of Trustees approve the enclosed renewal application and Resolution 2015-18 authorizing the designated employees to make surplus property purchases on behalf of Los Rios Community College District from the Office of Procurement, Department of General Services of the State of California.



# LOS RIOS COMMUNITY COLLEGE DISTRICT

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

## RESOLUTION

No 2015-18

### Approve Use of State Surplus Program

**WHEREAS**, the Los Rios Community College District in accordance with Public Contract Code 10324 is authorized to purchase materials, equipment, supplies and other surplus properties from the State Surplus Program to satisfy operational and educational requirements; and

**WHEREAS**, the District has submitted the renewal application to be eligible with the California State Department of General Services (DGS) to access surplus inventory in accordance with the terms and conditions of applicable state and federal surplus program granted by DGS: Now, therefore,

**BE IT RESOLVED**, it is in the best interest of the District that the Board of Trustees approves the eligibility renewal application and use of the state surplus program by California Department of General Services.

**BE IT FURTHER RESOLVED**, that the officials and employees whose names, titles and signatures are listed on the attached application are hereby authorized as our representatives to acquire surplus property through the auspices of the California State Agency for Surplus Property and accept responsibility for payment of incidental fees by the surplus property agency under the terms and conditions accompanying that application or listed on its reverse side.

**PASSED AND ADOPTED** as Los Rios Community College District Resolution No. 2015-18 this ninth day of September, 2015, by the following called vote:

AYES:	NAYES:	ABSENT:
-------	--------	---------

\_\_\_\_\_  
Dustin Johnson, Board President

*Attest:*

\_\_\_\_\_  
Brian King  
Chancellor and Secretary to the Board

**ELIGIBILITY RENEWAL APPLICATION STATE & FEDERAL SURPLUS PROPERTY PROGRAM**

A. Name of the Organization Los Rios Community College District Telephone 916-568-3048  
 Address 1919 Spanos Court City Sacramento Zip 95825  
 Fax Number 916-286-3636 E-mail Address castelc@losrios.edu

Organization is a: PUBLIC GOVERNMENTAL AGENCY PRIVATE AGENCY/ORGANIZATION  
 A. Conservation  A. Homeless Program  
 B. Economic Development  B. Private Education - ADA  
 C. Education - ADA  C. Private Health  
 D. Parks & Recreation  D. Older Americans Act for Sr. Citizens  
 E. Public Health  E. Other, Explain \_\_\_\_\_  
 F. Public Safety  
 G. Other, Explain \_\_\_\_\_

Number of Service Sites 5  
 Total Number of Clients Served Each Day 85,000

**RESOLUTION**

B. "BE IT RESOLVED by the Governing Board, and hereby ordered that the official(s) and/or employee(s) whose name(s), title(s), and signature(s) are listed below shall be and is (are) hereby authorized as our representative(s) to acquire surplus property through the auspices of the California State Agency for Surplus Property and accept responsibility for payment of incidental fees by the surplus property agency under the Terms and Conditions accompanying this form or listed on the reverse side of this form."

NAME (Print or type)	TITLE	SIGNATURE	E-MAIL ADDRESS
Jon A. Aasted	Director of General Services		Jon.Aasted@losrio.edu
Kathleen Kirklin	Vice President of Admin., FLC		Kirklik@flc.losrios.edu
Ray DiGuilio	Vice President of Admin., ARC		Diguilr@arc.losrios.edu
Cory Wathen	Vice President of Admin., CRC		Wathenc@crc.losrios.edu
Laduan Smedley	Vice President of Admin., SCC		Laduan.Smedley@scc.losrios.edu

**\*Note: All signatures must be in original form. No copied or stamped signatures.**

The above resolution was PASSED AND ADOPTED this \_\_\_ day of \_\_\_\_\_ 20\_\_\_ by the Governing Board of the:  
Los Rios Community College District by the following vote: AYES: \_\_\_\_\_ NOES: \_\_\_\_\_ ABSENT: \_\_\_\_\_

I, Jennifer Delucchi Clerk of the Governing Board known as Los Rios Community College District

Do hereby certify that the foregoing is a full, true, and correct resolution adopted by the governing board of the above named organization at the meeting thereof held at its regular place of meeting on the date and by the vote above stated, a copy of said resolution is on file in the principal office of the Governing Board.

Signed by: \_\_\_\_\_

**NOTE: ALL LOCAL GOVERNMENT & NON-PROFIT INCORPORATED ORGANIZATIONS HAVE A GOVERNING BOARD, THEREFORE COMPLETE ONLY SECTIONS "A" & "B". THE FOLLOWING SECTION "C" IS FOR STATE AGENCIES ONLY.**

C. AUTHORIZED BY: \_\_\_\_\_  
 Printed Name and Title of Chief Administrative Officer

Signature of Chief Administrative Officer \_\_\_\_\_ Date \_\_\_\_\_

STATE OF CALIFORNIA AGENCIES ARE REQUIRED TO PROVIDE THEIR STATE BILLING CODE# \_\_\_\_\_  
**FOR STATE SURPLUS AGENCY USE ONLY**

Renewal Application Approved \_\_\_\_\_ Renewal Application Disapproved \_\_\_\_\_

Date: \_\_\_\_\_ Signed: \_\_\_\_\_



**ASSURANCE OF COMPLIANCE WITH GSA REGULATIONS UNDER TITLE VI OF  
THE CIVIL RIGHTS ACT OF 1964, SECTION 606 OF TITLE VI OF THE FEDERAL  
PROPERTY AND ADMINISTRATIVE SERVICES ACT OF 1949, AS AMENDED,  
SECTION 504 OF THE REHABILITATION ACT OF 1973, AS AMENDED,  
TITLE IX OF THE EDUCATION AMENDMENTS OF 1972, AS AMENDED  
AND SECTION 303 OF THE AGE DISCRIMINATION ACT OF 1975**

Los Rios Community College District, (hereinafter called the "donee"),  
(Name of donee organization)

**HEREBY AGREES THAT** the program for or in connection with which any property is donated to the donee will be conducted in compliance with, and the donee will comply with and will require any other person (any legal entity) who through contractual or other arrangements with the donee is authorized to provide services or benefits under said program to comply with, all requirements imposed by or pursuant to the regulations of the General Services Administration (41 CFR 101-6.2) issued under the provisions of Title VI of the Civil Rights Act of 1964, Section 606 of Title VI of the Federal Property and Administrative Services Act of 1949, as amended, Section 504 of the Rehabilitation Act of 1973, as amended, Title IX of the Education Amendments of 1972, as amended, and Section 303 of the Age Discrimination Act of 1975, to the end that no person in the United States shall on the ground of race, color, national origin, sex, or age, or that no otherwise qualified handicapped person shall solely by reason of the handicap, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity for which the donee received Federal assistance from the General Services Administration; and **HEREBY GIVES ASSURANCE THAT** it will immediately take any measures necessary to effectuate this agreement.

The donee further agrees that this agreement shall be subject in all respects to the provisions of said regulations; that this agreement shall obligate the donee for the period during which it retains ownership or possession of any such property; that the United States shall have the right to seek judicial enforcement of this agreement; and, this agreement shall be binding upon any successor in interest of the donee and the word "donee" as used herein includes any such successor in interest.

Date \_\_\_\_\_ Los Rios Community College District  
Donee Organization

BY \_\_\_\_\_  
(President/Chairman of the Board  
or comparable authorized official)

Brian King  
1919 Spanos Court  
Sacramento, CA 95825  
Donee Mailing Address

**CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND  
VOLUNTARY EXCLUSION – LOWER TIER COVERED TRANSACTIONS**

This certification is required by the General Services Administration regulations implementing Executive Order 12549-41 CFR 105-68 – for all lower tier transactions meeting the requirements stated at 41 CFR 105-68.110.

**Instructions for Certification**

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department of agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to whom this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or had become erroneous by reason of changed circumstances.
4. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage section of rule implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this proposal that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitation for lower tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under CFR part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from covered transactions, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the List of Parties Excluded from Federal Procurement and Nonprocurement Programs.
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

**Certification**

- (1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in this transaction by any Federal department or agency.
- (2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

NAME OF DONEE APPLICANT Los Rios Community College District	
NAME AND TITLE OF AUTHORIZED REPRESENTATIVE Brian King, Chancellor	
SIGNATURE	DATE

**STATE OF CALIFORNIA  
 NEW APPLICATION FOR ELIGIBILITY  
 STATE & FEDERAL SURPLUS PROPERTY PROGRAM**

Pursuant to Federal Regulation 28 C.F.R. §§ 42.401 - 42.415, a recipient is mandated to report to the Federal Government the racial and national origins of all persons within your service area. You are therefore asked to supply the Office of Fleet and Asset Management with the race and national origins of individuals you serve in your service area (it may be helpful to refer to the US Census to determine the racial makeup of your service area at [www.factfinder.census.gov/](http://www.factfinder.census.gov/)). This form must be completed and returned with the rest of the eligibility packet in order to qualify for the Federal Surplus Property Program. Your answers on this form in no way affect your eligibility; however, not returning the form will delay the processing of your application.

<b>American Indian or Alaskan Native</b> % _____	Persons having origins in any of the tribal people of North America, and who maintain cultural identification through tribal affiliation or community recognition.
<b>Asian / Pacific Islander</b> % _____	Persons having origins in any of the original peoples of the far east, Southeast Asia, Pacific Islands, or the Indian Subcontinent. This includes China, Japan, Korea, The Philippines, and Samoa.
<b>Black</b> % _____	Persons having origins in any of the black racial groups of Africa.
<b>Hispanic</b> % _____	Persons of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origin, regardless of race.
<b>White</b> % _____	Person having origins in any of the original people of Europe, North Africa, or the Middle East.
<b>Other</b> % _____	(Specify) _____

Print Name Brian King

Title Chancellor

Signature \_\_\_\_\_

Date \_\_\_\_\_

**Certifications and Agreements including Terms, Conditions, Reservations and Restrictions to be included  
On Agency Issued or Distribution Documents**

**A) The Donee Certifies That:**

- 1) It is a public agency; or an approved non-profit institution or organization, exempt from taxation under Section 501 of the Internal Revenue Code of 1986; within the meaning of Section 203(j) of the Federal Property and Administrative Services Act of 1949, as amended, and the regulations of the General Services Administration (GSA).
- 2) The property is needed and will be used by the recipient for carrying out for the residents of a given political area one or more public purposes, or, if a nonprofit tax-exempt institution or organization or 8(a) business, the property is needed for and will be used by the recipient for educational or public health purposes, or for programs for older individuals, or for business purposes. The property is not acquired for any other use or purpose, or for sale or other distribution; or for permanent use outside the State, except with prior approval of the CSASP.
- 3) Funds are available to pay any and all costs and charges incidental to the receipt of surplus property, and that property is not being acquired for any other use(s) or purpose(s), is not for sale. The fee schedule is available upon request from the CSASP.
- 4) Any transaction shall be subject to the nondiscrimination regulations governing the donation of federal surplus personal property issued under Title VI of the Civil Rights Act of 1964 (41 USC 2000d-2000d-4a), as amended, section 504 of the Rehabilitation Act of 1973, as amended, Title IX of the Education Amendments of 1972, as amended, section 303 of the Age Discrimination Act of 1975, and the Civil Rights Restoration Act of 1987.
- 5) If the Donee is designated by the Federal Small Business Administration 8(a) Program as a socially and economically disadvantaged small business and the SBA and CSASP have both determined the Donee is eligible to receive federal surplus property as a donation, the Donee certifies that the property acquired is needed and will be used solely for the conduct of the Donee's business enterprise: and the Donee certifies to A. (3), (4) and (5),

**B) The Donee Agrees to the Following Federal Conditions:**

- 1) All items of property, other than items with a unit acquisition cost of \$5000 or more and passenger motor vehicles, regardless of acquisition cost, shall be placed in use for the purpose(s) for which it was acquired within one year or receipt, and shall be placed in continuous use for one year from the date the property was placed in use. In the event the Donee does not place the property in use, or continuous use, the Donee shall immediately notify the CSASP, and, at the Donee's expense, make the property available for transfer or other disposal as directed by the CSASP.
- 2) Special handling or use limitations as are imposed by Federal GSA on any item(s) under which the item(s) are being allocated to the Donee.
- 3) In the event the Donee does not use the property as required by Sections C (1) and (2) below, at the option of the GSA, title and right to the possession of such property shall revert to the United States of America and, upon demand, the Donee shall release such property to such person as GSA or its designee shall direct.

**C) The Donee Agrees to the Following Conditions Applicable to Items with a Unit Acquisition Cost of \$5,000 or More and Passenger Motor Vehicles, Regardless of Cost. Except Vessels 50 Feet or More in Length and Aircraft Regardless of Acquisition Cost:**

- 1) The property shall be placed in use within one year of receipt, and shall be used only for the purpose(s) for which it was acquired and for no other purpose(s).
- 2) There shall be a period of restriction which will expire after such property has been used for the purpose(s) for which it is acquired for a period of 18 months from the date the property is placed in use, except for such item(s) of major equipment for which the CSASP designates a further period of restriction.
- 3) In the event the property is not so used as required by Sections C (1) and (2), at the option of the CSASP, title and right to the possession of such property shall, at the option of the CSASP, revert to the State of California, and the Donee shall release such property to such person as the CSASP shall direct.

**D) The Donee Agrees to the Following Terms, Reservations and Restrictions:**

- 1) From the date it receives the property and throughout the time period(s) imposed by Sections B and C (as applicable) remain in effect, the Donee shall not sell, trade, lease, lend, bail, cannibalize, encumber, or otherwise dispose of such property, or remove it permanently, for use outside the State of California, without the prior approval of GSA or the CSASP. The proceeds from any sale, trade, lease, loan, bailment, encumbrance or other disposal of the property, when the GSA or the CSASP authorizes such action, shall be remitted promptly by the Donee to GSA or the CSASP, as applicable. If the Donee takes action in ignoring or disregarding the foregoing restrictions after the date the Donee received the property and before expiration of the time periods imposed by Sections C or D as applicable, at the option of the GSA or the CSASP, the Donee shall pay to the GSA or the CSASP any proceeds derived from the disposal, and/or the fair market or rental value of the property at the time of such unauthorized disposal as determined by the GSA or the CSASP as applicable.
- 2) If at any time, from the date the Donee receives the property throughout the time periods by Sections B and C as applicable, the Donee determines that some or all of the property is no longer suitable, usable, or further needed for the purpose(s) for which it was acquired, the Donee shall promptly notify the CSASP and shall, as directed by the CSASP, return the property to the CSASP, or release the property to another Donee or another state agency, or a department or agency of the United States, or sell or otherwise dispose of the property. The Donee shall remit the proceeds from the sale promptly to the CSASP.
- 3) The Donee shall make reports to the CSASP which shall state the use, condition, and location of the property, and shall report on other pertinent matters as may be required from time to time by the CSASP.
- 4) At the option of the CSASP, the Donee may abrogate the conditions set forth in Section B and the terms, reservations and restrictions pertaining in Section D by payment of an amount as determined by the CSASP.

**E) The donee Agrees to the Following Conditions, Applicable to all Items of Property:**

- 1) The property acquired by the Donee is on an "As Is," "where is" basis, without warranty of any kind.
- 2) If the Donee carries insurance against damages to or loss of property due because of fire or other hazards, and the damage to, loss or destruction to donated property with unexpired terms, conditions, reservations or restrictions, occurs, the CSASP will be entitled to reimbursement from the Donee out of the insurance proceeds, in an amount equal to the unamortized portion of the fair value of the damaged or destroyed donated property.

**F) Terms, conditions, reservations and restrictions set forth in the Conditional Transfer Document executed by the authorized Donee representative are applicable to the donation of Aircraft and Vessels of 50 Feet or more in length having an acquisition cost of \$5,000 or more in length or more, regardless of the purpose for which acquired.**


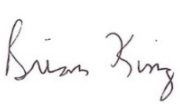
SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

# LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: September 9, 2015

<b>SUBJECT:</b>	Claim: Rima Cabrera	ATTACHMENT: Yes	
		ENCLOSURE: None	
<b>AGENDA ITEM:</b>	Consent Item I	TYPE OF BOARD CONSIDERATION:	
<b>RECOMMENDED BY:</b>	JP Sherry 	CONSENT/ROUTINE	X
		FIRST READING	
<b>APPROVED FOR CONSIDERATION:</b>	Brian King 	ACTION	
		INFORMATION	

**STATUS:**

Claimant is seeking damages from Los Rios Community College District.

**RECOMMENDATION:**

It is recommended that the Board of Trustees reject the claim of Claimant and refer to the matter to the District's insurance administrators.



# LOS RIOS

COMMUNITY COLLEGE DISTRICT

## Claim for Damages Form

ONCE SUBMITTED, THIS IS A PUBLIC DOCUMENT

LRCDD Use Only

AUG 19 2015

Office of the General Counsel  
Los Rios Community College District

Claimant Information	First Name <b>RIMA</b>	MI <b>P</b>	Last Name <b>CABRERA</b>
	Date of Birth (MM/DD/YY)*		Social Security No.*
	Driver's License No.	License State <b>CA</b>	Receives or is eligible for SSDI or Medicare? * (Yes/No)
	Home Address (Number/Street) <b>5552 SWADLY WAY</b>		Business Name (if including business address)
	City <b>SACRAMENTO</b>	State <b>CA</b>	Zip Code <b>95835</b>
	Mail Notices to which address? <input checked="" type="checkbox"/> Home <input type="checkbox"/> Business <input type="checkbox"/> Attorney		City    State    Zip Code
	Date injury/damage occurred (MM/DD/YY) <b>4/16/2015</b>	Time of day injury/damage occurred <b>6:30-7:30pm</b>	Where did injury/damage occur? (College site, street address, intersection, other locations, etc.) <b>LOS RIOS - AMERICAN RIVER NATOMAS CAMPUS</b>
How did injury /damage occur? (Describe accident or occurrence in complete detail/attach additional pages if needed) <b>PLEASE SEE ATTACHED DETAILS</b>			
Name(s) of Los Rios employees involved <b>THE INFORMATION WAS NOT PROVIDED.</b>		Police Report No.	
What action or inaction of Los Rios employee(s) causes your injury/damages? <b>PLEASE SEE ATTACHED DETAILS.</b>			
What injuries/damages did you suffer?			
State the amount of the claim, if less than \$10,000 <b>PLEASE SEE ATTACHED DETAILS.</b>			
Include the estimated amount of any prospective injury, damage or loss, insofar as it may be known at the time the claim is presented, and list the basis for the computation of the amount claimed <b>TOTAL \$2815.00</b> <b>(PLEASE SEE BREAK DOWN)</b> <b>JEWELRY (NECKLACE &amp; RING) \$2200</b> <b>RUNNING SHOES &amp; FITNESS CLOTHES \$193.00</b> <b>INSURANCE DEDUCTABLE &amp; RENTAL \$500</b>			
If the dollar amount of the claim is more than \$10,000, no dollar amount will be stated, but please indicate whether the claim is a limited civil case claim (total dollar amount less than \$25,000) <input type="checkbox"/> Yes, it is a limited civil case claim <input checked="" type="checkbox"/> No, it is not a limited civil case claim			
Certification	By signing below, I certify that all information furnished on this form is accurate, truthful, and complete, and that I understand that the presentation of a false claim is a felony (refer to CA Penal Code Sec 72). Note: If the signer is not the Claimant, indicate the relationship of the signer to the Claimant (parent, attorney, etc.) and address.		
	Signature <b>R. Cabrera</b>	Date <b>6/24/15</b>	Relationship and address (if not Claimant)
Directions for Submission	Attach and include with this form any bills for medical treatment or expenses/estimates for personal property damage.		Return completed form to: Los Rios Community College District ATTN: General Counsel 1919 Spanos Court Sacramento, CA 95825
	Once submitted, this form becomes a public document. However, please note that Claimant's Date of Birth, Social Security No., and Driver's License No. <u>WILL REMAIN CONFIDENTIAL.</u>		

\*Responses REQUIRED for Federal Medicare Secondary Payer Reporting

I was on the Natomas ARC campus on April 16th to attend the Sactomofa event in the parking lot. We were at the event for less than an hour. Unfortunately, during that time someone broke into my car and stole my husband's gym bag which had his wedding band (\$600), running shoes (\$140) and his workout clothes inside of it. They also stole my necklace (valued at \$1,600) from my vehicle. The total damage of the vehicle was \$1861. My car was in the shop for 26 days due to the incident. I am not only upset that they violated and invaded my personal space but that the police officer at that location caught it all on tape. What is upsetting about this situation is that he could have prevented it if he was doing his job but he was nowhere to be found when the incident occurred. The couple that was parked next to us noticed the broken glass and when to look for the police officer. They stated it took them some time to find him. When we arrived at the vehicle we were told by the officer to not touch the vehicle because it was a crime scene and that he was waiting for the police to arrive from the main campus. I was shocked to hear this because by the time the police officer had arrived the crime offenders were nowhere to be found. They took an extensive report from us and I was hoping that they would find the crime offenders and find our personal and valuable belongings. The officer clearly caught the crime offenders on tape and watched them do the crime. The officer had informed me that I can request for reimbursement of the damages that took place. I believe Los Rios District needs to do a better job with screening and hiring highly trained and qualified officers. Clearly the officer was not doing his job. This situation has caused a lot of heartache and I truly believe it could have been avoided if the officer would have been doing his job accurately and thoroughly. For the record the suspects were identified on tape and below it states that the suspects were not identified.

I am asking for reimbursement for the following expenses:

Wedding band \$600

Necklace \$1600

Running shoes \$140

Fitness clothes \$53


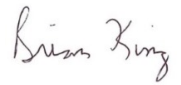
Insurance deductible and rental  
\$522

Total:  
\$2815.00

# LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: September 9, 2015

<b>SUBJECT:</b>	Claim: Julia Coleman	ATTACHMENT: Yes	
		ENCLOSURE: None	
<b>AGENDA ITEM:</b>	Consent Item J	TYPE OF BOARD CONSIDERATION:	
<b>RECOMMENDED BY:</b>	JP Sherry 	CONSENT/ROUTINE	X
		FIRST READING	
<b>APPROVED FOR CONSIDERATION:</b>	Brian King 	ACTION	
		INFORMATION	

**STATUS:**

Claimant is seeking damages from Los Rios Community College District.

**RECOMMENDATION:**

It is recommended that the Board of Trustees reject the claim of Claimant as to those claims that accrued less than six months prior to the date the claim was submitted and refer to those matters to the District's insurance administrators. It is recommended that the Board take no action as to those claims that arose more than six months prior to the date the claim was submitted.



## Claim for Damages Form

ONCE SUBMITTED, THIS IS A PUBLIC DOCUMENT

LRCCD Use Only  
**Received**

**AUG 17 2015**

Office of the General Counsel  
Los Rios Community College District

<b>Claimant Information</b>	First Name <b>Julia</b>		MI <b>R.</b>	Last Name <b>Coleman</b>		
	Date of Birth (MM/DD/YY)*			Social Security No.*		
	Driver's License No.		License State <b>Ca.</b>	Receives or is eligible for SSDI or Medicare? * (Yes/No)		
	Home Address (Number/Street) <b>4980 Quonset Drive</b>			Business Name (if including business address)		
	City <b>Sacramento</b>	State <b>Ca.</b>	Zip Code <b>95820</b>	Business Address (Number/Street)		
	Mail Notices to which address? <input checked="" type="checkbox"/> Home <input type="checkbox"/> Business <input type="checkbox"/> Attorney			City	State	Zip Code
<b>Injury/ Damage Information</b>	Date injury/damage occurred (MM/DD/YY) <b>02-17-15</b> <i>see attached</i>		Time of day injury/damage occurred <b>about 8:05 PM</b>		Where did injury/damage occur? (College site, street address, intersection, other locations, etc.) <b>RN Rodda North 2nd Floor Womens' bathroom</b>	
	How did injury /damage occur? (Describe accident or occurrence in complete detail/attach additional pages if needed) <b>See attachment paragraph 1</b>					
	Name(s) of Los Rios employees involved <b>Operations</b>			Police Report No. <b>None</b>		
	What action or inaction of Los Rios employec(s) causes your injury/damages? <b>See attachment paragraph 3</b>					
	What injuries/damages did you suffer? <b>see attachment paragraph 2</b>					
	State the amount of the claim, if less than \$10,000					
	Include the estimated amount of any prospective injury, damage or loss, insofar as it may be known at the time the claim is presented, and list the basis for the computation of the amount claimed					
If the dollar amount of the claim is more than \$10,000, no dollar amount will be stated, but please indicate whether the claim is a limited civil case claim (total dollar amount less than \$25,000) <input type="checkbox"/> Yes, it is a limited civil case claim <input checked="" type="checkbox"/> No, it is not a limited civil case claim						
<b>Certification</b>	By signing below, I certify that all information furnished on this form is accurate, truthful, and complete, and that I understand that the presentation of a false claim is a felony (refer to CA Penal Code Sec 72). Note: If the signer is not the Claimant, indicate the relationship of the signer to the Claimant (parent, attorney, etc.) and address.					
	Signature <b>Julia R. Coleman</b>		Date <b>Aug 12, 2015</b>	Relationship and address (if not Claimant)		
<b>Directions for Submission</b>	Attach and include with this form any bills for medical treatment or expenses/estimates for personal property damage.				<b>Return completed form to:</b> Los Rios Community College District ATTN: General Counsel 1919 Spanos Court Sacramento, CA 95825	
	Once submitted, this form becomes a public document. However, please note that Claimant's Date of Birth, Social Security No., and Driver's License No. <u>WILL REMAIN CONFIDENTIAL</u> .					

\*Responses REQUIRED for Federal Medicare Secondary Payer Reporting

Julia R. Coleman

Attachment

1. How did the injuries/damages occur?

- a. On or about Feb. 17, 2015 I went to exit the women bathroom. Had pulled the door open about eighteen (18) inches when the door hydraulics jerked my left arm forward and started to close. I managed to escape as the door closed behind me.
- b. Between Jan 21 to Feb 3, 2015 aggravated the injuries suffered on or about May 20, 2015. The Electronic Technology Department was transferred to the Lusk Center. Despite the two (2) disability ramps at each entry, neither was accessible. The South entry door had a six (6) pound force and the North a seven (7) pound force.

2. What injuries/damages did you suffer?

On or about Feb 17, 2015 suffered a Thoracic spine strain; aggravation of injuries suffered on or about May 20, 2014 and between Jan 21, 2015 - Feb. 3, 2015; pain, suffering, emotional distress aggravating my P.T.S.D.; bodily injuries; future medical expenses, possible future physical limitations, aggravation of medical condition.

3. Common sense should be used with hydraulic doors to prevent injury and/or entrapment.

At the present, there no alternatives when the push buttons fail or the doors exceed the pound force.

Before hydraulic doors, a human would close the doors, in case of fire until alternatives such as a red panic button (elevators) or hydraulic release emergency button, are established the doors to bathroom should remain open - either prop open, chained open or use a door stop.

# LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: September 9, 2015

<b>SUBJECT:</b>	District Annual Investment Report	ATTACHMENT: Yes	
		ENCLOSURE: None	
<b>AGENDA ITEM:</b>	Consent Item K	TYPE OF BOARD CONSIDERATION:	
<b>RECOMMENDED BY:</b>	Theresa Matista <i>Theresa Matista</i>	CONSENT/ROUTINE	X
		FIRST READING	
<b>APPROVED FOR CONSIDERATION:</b>	Brian King <i>Brian King</i>	ACTION	
		INFORMATION	

**BACKGROUND:**

As specified in Board Policy P-8252, within three months of the close of each fiscal year, an annual investment report of all District directed investments shall be presented to the Board of Trustees.

The purpose of the investment report is to inform the Board regarding District directed investments, consisting primarily of assets of the Retiree Health Benefits Trust, Bookstore, and certain fiduciary funds. The majority of the District’s monetary assets – cash, cash equivalents, and investments – are required to be held in appropriate Sacramento County Treasury accounts and investments of such assets are directed by the County. For comparative purposes and a complete overview of investment and interest income earned by the District in 2014-15, the attached annual investment report shows both District and County directed monetary assets and their earnings.

**STATUS:**

District directed assets were invested in compliance with Board Policy P-8252. Detail regarding those investments for the year ended June 30, 2015 follows.

Other Debt Service Fund (ODSFD):

Most ODSFD monies are required to be deposited in the County Treasury. However, Certificate of Participation’s (COP’s) regulations require that a reserve account be maintained in an amount equal to or greater than the debt service cost of principal and interest payments in the final year of the notes. To meet this requirement, approximately \$490,000 (market value of \$564,000) is invested in Federal Farm Credit Bank (FFCB) bonds held in custody by The Bank of New York Mellon Trust Company, N.A., San Francisco, under District direction and Sacramento County Treasury’s approval. The COP’s were issued in June 2006 to help finance the construction of the Sacramento City College’s parking garage.

Retiree Health Benefits Trust (Trust):

On November 7, 2007 the Board established this irrevocable trust in response to accounting requirements of Governmental Accounting Standards Board, specifically GASB 43 and 45. Wells Fargo Bank, N.A. was appointed trustee and investment manager of the Trust. As the sponsor and sole contributor of monies to the Trust, the District has primary responsibility for the management of the Trust for the benefit of its current and future retirees. Under review by the Oversight Committee, established by the Board, and within investment guidelines and restrictions of Board Policy P-8252, the Wells Fargo Bank investment manager has invested Trust monies in various mutual and index funds. As of June 30, 2015, approximately 64.8% of the \$104.0 million portfolio was invested in bond funds, 34.4% in equity funds, and .80% in a money market account.

Due to the continued improvement in the stock market and the consistency of the bond market during the past fiscal year, the Trust had a net gain of nearly \$3.1 million or approximately a 2.6% gain in asset value. The District goal for average return is currently 5%; the return since inception of the trust is 5.10%. An actuarial study is required every two years which allows for current economic conditions to be factored into the goal for annual returns.

Annual Investment Report:

The first page of the attached report summarizes both District and County directed investment balances as of June 30, 2015 and the related earnings during fiscal year 2014-15. Only \$7.3 million of the total District funds (excluding Retiree Health) of nearly \$260.1 million is directed by the District. District funds have earned a weighted average annual percentage rate (APR) of 0.57%. Most of the District directed assets are invested in the Local Agency Investment Fund (LAIF).

The second page provides more detailed information about District directed investments. The Retiree Health Benefits Trust assets have been professionally managed by Wells Fargo Bank since inception. The investment advisor meets regularly with the Retiree Health Benefits Trust Oversight Committee.

The third page of the report shows similar information regarding County and Escrow directed investments. Except for the Bond Projects and Bond Redemption Funds, County directed assets are invested in the County's pooled account, which earned 0.24% in 2014-15. Proceeds from the District's sale of GO Bonds are separately invested by the County in commercial paper, government agency notes and other authorized investment instruments. Earnings on these separately invested GO Bond monies ranged from 0.06% - 0.18% in fiscal year 2014-15. Investment earnings for the Bonds Projects or Bond Redemption funds may only be expended for bond project costs or bond debt service, respectively.

**RECOMMENDATION:**

It is recommended that the Board of Trustees accept the District's Annual Investment Report for fiscal year 2014-15.

**Los Rios Community College District  
Summary of Investment Balances and Income  
For Fiscal Year Ended June 30, 2015**

	District Directed	County Directed	Total District Funds	Retiree Health Benefits Trust	Annual Percentage Rate (APR)
<b>Account Balances: June 30, 2015</b>				(District Directed)	
County Treasury		240,814,878	<b>240,814,878</b>		
Local Agency Investment Fund (LAIF)	6,714,598		<b>6,714,598</b>		
Money Market Accounts	1,537		<b>1,537</b>	758,897	
Government Sponsored Enterprise (GSE's) Notes (1-5 years):		12,039,013	<b>12,039,013</b>		
Government Sponsored Enterprise (GSE's) Bonds (> 5 years):	563,504		<b>563,504</b>		
Mutual Funds:					
Fixed Income Funds (Bond Market)				67,457,248	
Equity Funds				35,840,683	
<b>Total Investment Balances: June 30, 2015</b>	<b>7,279,639</b>	<b>252,853,891</b>	<b>260,133,530</b>	<b>104,056,828</b>	
<b>Investment and Interest Income 2014-15:</b>					
County Treasury		940,861	<b>940,861</b>		0.235%
Local Agency Investment Fund (LAIF)	17,069		<b>17,069</b>		0.269%
Money Market Accounts			-	34,221	0.200%
Other Interest Income		7,444	<b>7,444</b>		n/a
Gov't Sponsored Enterprise (GSE's) Discounted Notes (< 1 year):		28,920	<b>28,920</b>		0.123%
Government Sponsored Enterprise (GSE's) Bonds (> 5 years):	25,250		<b>25,250</b>		4.480%
Mutual Funds:					
Fixed Income/Bond Funds				1,019,093	1.565%
Equity Funds				2,067,000	5.805%
<b>Total Investment and Interest Income for 2014-15</b>	<b>42,319</b>	<b>977,225</b>	<b>1,019,544</b>	<b>3,120,314</b>	
<b>Annual Percentage Rate (APR)</b>	<b>0.613%</b>	<b>0.569%</b>	<b>0.571%</b>	<b>2.648%</b>	

Los Rios Community College District  
District Directed Investment Income & Balances  
As of June 30, 2015

Investments	Purchase Date	Maturity Date	Account		RHB Trust % of Total Investments	RHB Trust Realized Gain/(Loss)	RHB Trust Unrealized Gain/(Loss)	Total Gain/(Loss)	Annualized Yield (excluding unrealized mkt gains or losses)	Annual Percentage Rate (APR) (including unrealized mkt gains or losses)
			Balance as of June 30, 2015	Investment Income						
<b>Bookstore Fund</b>										
Local Agency Investment Fund (LAIF)			6,491,165	16,481					.24% - .28%	0.269%
<b>Student Association Fund</b>										
Local Agency Investment Fund (LAIF)			223,433	588					.24% - .28%	0.269%
<b>COP's Interest &amp; Redemption</b>										
Dreyfus Institutional Reserve Treasury			1,537							
Federal Farm Credit Bank (FFCB) Bonds (>5 Years)	02/02/06	07/02/18	563,504	25,250					4.48%	4.480%
<b>District Funds Total</b>			<b>7,279,639</b>	<b>42,319</b>						<b>0.613%</b>
<b>Retiree Benefits Fund</b>										
Wells Fargo Advantage - Institutional Class			758,897		0.73%	34,221		34,221	.15% - .20%	0.200%
<b>Fixed Income Funds:</b>										
Federated Total Return Bond Fund			22,953,485		22.06%	389,282	(186,970)	202,312	1.77%	0.922%
Vanguard Total Bond Market Index Fund			21,449,812		20.61%	592,837	(223,417)	369,420	2.77%	1.726%
Wells Fargo Core Bond Fund			23,053,951		22.16%	0	447,361	447,361	0.00%	2.053%
<b>Total Fixed Income Funds</b>			<b>67,457,248</b>		<b>64.83%</b>	<b>982,119</b>	<b>36,974</b>	<b>1,019,093</b>	<b>2.27%</b>	<b>1.565%</b>
<b>Equity Funds:</b>										
American Europacific Growth Fund			5,104,654		4.91%	97,275	(24,487)	72,788	N/A	1.470%
Wells Fargo International Equity Fund			2,046,941		1.97%	0	(88,188)	(88,188)	N/A	-4.130%
Wells Fargo Large Cap Growth			11,851,284		11.39%	408,287	841,499	1,249,786	N/A	10.704%
Wells Fargo Large Cap Value			11,879,512		11.42%	135,143	374,177	509,320	N/A	4.303%
Wells Fargo Russell 2000 Index Fund			2,321,069		2.23%	601,102	(415,031)	186,071	N/A	5.074%
Wells Fargo Multi Manager Small Cap			2,637,223		2.53%	0	137,223	137,223	N/A	10.264%
<b>Total Equity Funds</b>			<b>35,840,683</b>		<b>34.44%</b>	<b>1,241,807</b>	<b>825,193</b>	<b>2,067,000</b>	<b>N/A</b>	<b>5.805%</b>
<b>Retiree Benefits Fund Total</b>			<b>104,056,828</b>		<b>100.00%</b>	<b>2,258,147</b>	<b>862,167</b>	<b>3,120,314</b>		<b>2.648%</b>
<b>Total District Directed Investments</b>			<b>111,336,467</b>	<b>42,319</b>	<b>100.00%</b>	<b>2,258,147</b>	<b>862,167</b>	<b>3,120,314</b>		

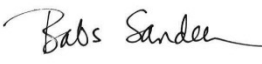
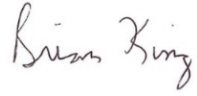
**Los Rios Community College District  
County and Escrow Directed Investment Balances & Income  
As of June 30, 2015**

Investments	Purchase Date	Maturity Date	Purchase Price	General Fund	Capital Projects Fund	Bond Projects Fund	Bond Interest and Redemption Fund	Other Debt Service Fund incl. COP's	Self Insurance Fund	Child Development Fund	Student Financial Aid Trust Fund	Scholarship and Loan Trust Fund	Total District Funds	Annualized Yield (excluding unrealized mkt gains or losses)	Annual Percentage Rate (APR)
<b>Account Balances: June 30, 2015</b>															
<b>County Directed Investments:</b>															
County Treasury Pooled Account - LRCCD Account				58,128,500	86,318,274	27,793,734	39,142,894	19,355,542	9,311,013	128,229	531	636,161	240,814,878		
<b>Government Sponsored Enterprise (GSE's) Notes (&lt; 1 year):</b>															
FHLB D.N. - GO Bonds 2008B	06/12/15	12/09/15				12,039,013							12,039,013		
<b>Total County Directed Investments</b>				<b>58,128,500</b>	<b>86,318,274</b>	<b>39,832,747</b>	<b>39,142,894</b>	<b>19,355,542</b>	<b>9,311,013</b>	<b>128,229</b>	<b>531</b>	<b>636,161</b>	<b>252,853,891</b>	<b>-</b>	
<b>County Directed Investment/Interest Income:</b>															
County Treasury Pooled Account - LRCCD Account				99,740	274,302	66,082	432,962	45,554	18,993	1,005	661	1,562	940,861	0.235%	0.235%
Property Taxes Collected, Interest Earned on:													-		
Other Counties				7,444									7,444	n/a	n/a
<b>Government Sponsored Enterprise (GSE's) Notes (&lt; 1 year):</b>															
FHLB D.N. - GO Bonds 2008B	06/18/14	12/12/14	\$24,038,122			10,079							10,079	0.093%	0.093%
FHLB D.N. - GO Bonds 2008B	12/12/14	06/12/15	\$24,052,355			17,645							17,645	0.147%	0.147%
FHLB D.N. - GO Bonds 2008B	06/12/15	12/09/15	\$12,035,159			1,144							1,144	0.183%	0.183%
FHLB D.N. - GO Bonds 2008B	04/23/14	07/23/14	\$ 1,484,784				52						52	0.058%	0.058%
<b>Total Government Sponsored Enterprise (GSE's) Discounted Notes</b>						<b>28,868</b>	<b>52</b>						<b>28,920</b>	<b>n/a</b>	<b>0.123%</b>
<b>Total County Directed Investment/Interest Income</b>				<b>107,184</b>	<b>274,302</b>	<b>94,950</b>	<b>433,014</b>	<b>45,554</b>	<b>18,993</b>	<b>1,005</b>	<b>661</b>	<b>1,562</b>	<b>977,225</b>	<b>n/a</b>	<b>0.569%</b>
<b>Annual Percentage Rate (APR) by Fund</b>				<b>0.235%</b>	<b>0.235%</b>	<b>0.280%</b>	<b>0.235%</b>	<b>0.235%</b>	<b>0.235%</b>	<b>0.235%</b>	<b>0.235%</b>	<b>0.235%</b>	<b>0.569%</b>		

# LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: September 9, 2015

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

**BACKGROUND:**

Pursuant to Board Policy 8315, executed agreements for the following grant and/or contract awards are hereby presented for approval and/or ratification.

Title, Description, Term, Project Administrator	College/Unit	Amount	Source
CalWORKs Work Study Program <ul style="list-style-type: none"> <li>• Renewal funds to place CalWORKs students into Work Study.</li> <li>• 7/1/2015 through 6/30/2016</li> <li>• Administrator: Victoria Rosario, Associate Vice Chancellor, Student Services</li> </ul>	DO	\$576,850	County of Sacramento
Deputy Sector Navigator – Global Trade & Logistics <ul style="list-style-type: none"> <li>• Renewal to provide key talent for the region to facilitate college and industry partnerships that support global trade/logistics training programs.</li> <li>• 7/1/2015 through 6/30/2016</li> <li>• Administrator: Jamey Nye, Associate Vice Chancellor, Workforce and Economic Development</li> </ul>	WED	\$200,000	CCCCO
Deputy Sector Navigator – Health Sector <ul style="list-style-type: none"> <li>• Renewal to provide key talent for the region to facilitate college and industry partnerships that support health care training programs.</li> <li>• 7/1/2015 through 6/30/2016</li> <li>• Administrator: Gabriel Meehan, Associate Vice President, Instruction</li> </ul>	SCC	\$200,000	CCCCO
Enrollment Growth ADN RN Program <ul style="list-style-type: none"> <li>• Renewal funds to support Nursing Program instruction.</li> <li>• 7/1/2015 through 6/30/2016</li> <li>• Administrator: James Collins, Dean, Science and Allied Health</li> </ul>	SCC	\$152,387	CCCCO



Title, Description, Term, Project Administrator	College/Unit	Amount	Source
Industry Driven Regional Collaborative – 21 <sup>st</sup> Century Skills Subcontract <ul style="list-style-type: none"> <li>• Funds to support faculty participation in a 21<sup>st</sup> Century Skills Community of Practice.</li> <li>• 7/1/2015 through 2/28/2017</li> <li>• Administrator: Dale van Dam, Dean, Instruction</li> </ul>	FLC	\$20,000	Feather River College
Open World Leadership Center Award – Kazakhstan: Accountable Governance – Consumer Protection <ul style="list-style-type: none"> <li>• Funds to host Open World delegation at SCC.</li> <li>• 8/26/2015 through 11/5/2015</li> <li>• Frank Malaret, Dean, Behavioral and Social Sciences</li> </ul>	SCC	\$7,100	FHI 360
Cultural Arts Award - Sacramento Shakespeare Festival <ul style="list-style-type: none"> <li>• Funds to host Open World delegation at SCC.</li> <li>• 8/26/2015 through 11/5/2015</li> <li>• Mary Leland, Director, Advancement</li> </ul>	SCC	\$21,060	Sacramento Metro. Arts Commission
TRIO Student Support Services – Year 1 of 5 <ul style="list-style-type: none"> <li>• Renewal to provide support services to students in order to increase their college retention and graduation rates.</li> <li>• 10/1/2015 through 9/30/2016</li> <li>• Administrator: Manuel Perez, Dean, Student Development</li> </ul>	ARC	\$220,000	U.S. Department of Education
TRIO Student Support Services Veterans (Year 1 of 5) <ul style="list-style-type: none"> <li>• Funds to provide support services to veteran students in order to increase their college retention and graduation rates.</li> <li>• 10/1/2015 through 9/30/2016</li> <li>• Administrator: Kolleen Ostgaard, Dean, Student Support Services</li> </ul>	ARC	\$220,000	U.S. Department of Education

**RECOMMENDATION:**

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

# LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: September 9, 2015

<b>SUBJECT:</b>	Ratify: New Contracts and Renewals	ATTACHMENT: None	
		ENCLOSURE: None	
<b>AGENDA ITEM:</b>	Consent Item M	TYPE OF BOARD CONSIDERATION:	
<b>RECOMMENDED BY:</b>	Theresa Matista <i>Theresa Matista</i>	CONSENT/ROUTINE	X
		FIRST READING	
<b>APPROVED FOR CONSIDERATION:</b>	Brian King <i>Brian King</i>	ACTION	
		INFORMATION	

**BACKGROUND:**

Pursuant to Board Policy 8315, the following executed agreements and/or extensions for the following contracts are hereby presented for ratification:

CONTRACTS					
Description	Agreement Amount	Initial (I) Renewal (R)	Valid Dates	Consultant/ Contractor	Department Sponsor
Production And Editing Of Three Videos	\$20,625.00	(I)	08/04/15 – 10/23/15	Ken Zukin Productions	Chancellor's Office
Sign Language Interpreting Services	\$88,899.00	(R)	07/01/15 – 06/30/16	Access Language Connection	FLC Disability Support Programs and Services
Sign Language Interpreting Services	\$15,000.00	(R)	07/01/15 – 06/30/16	Eaton Interpreting Services, Inc.	ARC Disability Support Programs and Services
Sign Language Interpreting Services	\$80,000.00	(R)	07/01/15 – 06/30/16	Sign Language Interpreting Services	ARC Disability Support Programs and Services
Sign Language Interpreting Services	\$35,000.00	(R)	07/01/15 – 06/30/16	West Coast Captioning	ARC Disability Support Programs and Services
Sign Language Interpreting Services	\$30,000.00	(R)	07/01/15 – 06/30/16	Eaton Interpreting Services, Inc.	CRC Sign Language Instruction

Sign Language Interpreting Services	\$20,000.00	(R)	07/01/15 – 06/30/16	Eaton Interpreting Services, Inc.	CRC Disability Support Programs and Services
Sign Language Interpreting Services	\$20,000.00	(R)	07/01/15 – 06/30/16	West Coast Captioning	CRC Disability Support Programs and Services
Inspector of Record Services	\$60,000.00	(I)	07/01/15 – 07/20/16	Mark Browning	ARC Athletic Fields

**RECOMMENDATION:**

It is recommended that the Board of Trustees ratify the contracts listed herein.

# LOS RIOS COMMUNITY COLLEGE DISTRICT

**PRESENTED TO BOARD OF TRUSTEES**

**DATE:** September 9, 2015

<b>SUBJECT:</b>	Ratify: Affiliation and Other Agreements	ATTACHMENT: Yes	
		ENCLOSURE: None	
<b>AGENDA ITEM:</b>	Consent Item N	TYPE OF BOARD CONSIDERATION:	
<b>RECOMMENDED BY:</b>	Theresa Matista <i>Theresa Matista</i>	CONSENT/ROUTINE	X
		FIRST READING	
<b>APPROVED FOR CONSIDERATION:</b>	Brian King <i>Brian King</i>	ACTION	
		INFORMATION	

**BACKGROUND:**

Pursuant to Education Code section 81655, and Board Policy 8315, all agreements to which the District is party must be approved by or ratified by the Board of Trustees. Where agreements are not authorized or ratified by other means, this Board item is used to ensure compliance with this obligation.

**STATUS:**

Staff seeks the Board’s approval/ratification of the following agreements.

1. The Memorandum of Understanding Agreement between ARC/SCC, Sierra Community College, and California State University Sacramento (CSUS) regarding the Associate Degree in Nursing (ADN) to Bachelor in Science Degree in Nursing (BSN) program. The program will be offered as a cohort based learning environment and offered as a self-support program through CSUS’s College of Continuing Education – Special Sessions (CCE).
  
2. The customer participation confidentiality agreement listed with Oracle America effective August 7, 2015 through August 7, 2018. The agreement incorporates the terms of customer participation and confidentiality in activities to provide input and suggestions for Oracle products and/or services for the agreed upon disclosure period and term.
  
3. The District and Regional Transit (RT) letter agreement to authorize a monthly parking permit for the CRC parking areas for RT patrons. RT and Los Rios have entered into a five (5) year agreement where RT agreed it will pay Los Rios fifteen dollars per month per pass for the first year (\$15/month/pass). For the remaining four (4) years, RT will pay Los Rios twenty dollars per month per pass (\$20/month/pass). The number of passes will be estimated based on counts conducted twice each month.

4. The Product Assurances Agreement with Pearson Education effective June 1, 2015. The agreement provides for distribution, hosting and support for applications such as Pearson's MyLab and Mastering online course applications made available through Desire2Learn to the Los Rios Community College's faculty and students.
5. The attached list of Allied Health Agreements for clinical placements and Internships for Los Rios students. While the District is obligated under these agreements to cooperate and provide educational services pursuant to these agreements, none of them require payment or receipt of funds.

**RECOMMENDATION:**

It is recommended that the Board of Trustees ratify and/or approve the agreements identified in this Board Agenda Item.

## ALLIED HEALTH AGREEMENTS FOR CLINICAL PLACEMENTS

Agency	Clinical Program	Campus	Contract Date	Term
Capitol OB/GYN	HIT	CRC	8/4/2015	Evergreen
City of Davis	EMT	ARC	7/10/2015	EXP: 7/10/2018
Dignity Health (St. Joseph's Medical Center)	Various	ARC, FLC, CRC, SCC	6/6/2015	EXP: 6/6/2017
Queen Mobile Dental Clinic	Dental Assistant	SCC	8/14/2015	Evergreen
UC Davis Fire Dept	EMT	ARC	7/10/2015	EXP: 7/10/2018
West Sacramento Fire Dept.	EMT	ARC	7/10/2015	EXP:7/10/2018
Woodland Fire Department	EMT	ARC	7/16/2015	EXP:7/16/2018

## INTERNSHIP AGREEMENTS

Company/Agency	Internship Type	ID Number	Contract Date	Term
Entercom	Broadcast	1393851	8/22/2015	EXP: 12/17/2015
		1485417	8/22/2015	EXP: 12/17/2015
		1505261	8/22/2015	EXP: 12/17/2015
		1565114	8/24/2015	EXP: 12/17/2015
		1516935	8/22/2015	EXP: 12/17/2015

# LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: September 9, 2015

<b>SUBJECT:</b>	Ratify: Bid Transactions	ATTACHMENT: None	
		ENCLOSURE: None	
<b>AGENDA ITEM:</b>	Consent Item O	TYPE OF BOARD CONSIDERATION:	
<b>RECOMMENDED BY:</b>	Theresa Matista <i>Theresa Matista</i>	CONSENT/ROUTINE	X
		FIRST READING	
<b>APPROVED FOR CONSIDERATION:</b>	Brian King <i>Brian King</i>	ACTION	
		INFORMATION	

**BACKGROUND:**

Pursuant to Board Policy 8315, the bid transactions herein listed are presented for approval and/or ratification.

CHANGE ORDERS						
Bid No	Description	Change Amount	Change Number	Vendor	Original Contract Total	New Contract Total
14019	ARC Student Services Addition	\$7,661.00	5	SW Allen Construction, Inc.	\$2,785,644.00	\$2,969,822.00

BID AWARDS					
Bid No	Description	No of Responses	Award Date	Successful Vendor	Contract Amount
16001	Consulting Services College & Career Readiness Regional Master Plan	4	8/28/15	<i>National Consultant:</i> Alignment USA/Ford NGL	\$150,000.00
				<i>Regional Consultant:</i> Valley Vision	\$50,000.00
16004	EDC Building A & B Plaster Repairs	3	8/20/15	Treehenge Construction, Inc.	\$323,000.00

**RECOMMENDATION:**

It is recommended that the Board of Trustees ratify and/or approve the bid transactions herein listed.

# LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: September 9, 2015

<b>SUBJECT:</b>	Disposition of Surplus Equipment	ATTACHMENT: None	
		ENCLOSURE: None	
<b>AGENDA ITEM:</b>	Consent Item P	TYPE OF BOARD CONSIDERATION:	
<b>RECOMMENDED BY:</b>	Theresa Matista <i>Theresa Matista</i>	CONSENT/ROUTINE	X
		FIRST READING	
<b>APPROVED FOR CONSIDERATION:</b>	Brian King <i>Brian King</i>	ACTION	
		INFORMATION	

**BACKGROUND:**

The Education Code regulates the procedures by which a community college district can dispose of real and personal property. Education Code section 81452 provides that the Board of Trustees 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 an auction, at least annually, and past auctions have generally cost more than they have netted for the District. 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 furniture and computers, which needs 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 its surplus items and recycle them.

The surplus items to be disposed of are either irreparable, obsolete, in poor condition, or not needed for district/college operations and include the following: 1 balance; 1 bindery machine; 6 biology models; 1 braille writer; 1 bulletin board; 4 cabinets; 3 capacitors; 9 carts; 40 chairs; 204 computers; 6 desks; 2 fax machines; 1 hotplate; 1 induction coil; 8 laptops; 1 microwave; 2 mixers; 150 monitors; 1 oven range; 251 phones; 1 podium; 16 printers; 23 projectors; 9 projection screens; 1 refrigerator; 2 servers; 1 sphygmomanometer; 4 stands; 10 stirrers; 3 suitcases; 2 switches; 5 tables; 6 televisions; 1 transformer; 4 treadmills; 4 typewriters; 1 video camera; 3 video recorders; 2 view screens; 1 wall rack; 1 wave tank; and 1 whiteboard. These items have a value of less than \$5,000.

**RECOMMENDATION:**

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



# LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: September 9, 2015

<b>SUBJECT:</b>	Purchase Orders, Warrants, Checks and Wires	ATTACHMENT: Yes	
		ENCLOSURE: None	
<b>AGENDA ITEM:</b>	Consent Item Q	TYPE OF BOARD CONSIDERATION:	
<b>RECOMMENDED BY:</b>	Theresa Matista <i>Theresa Matista</i>	CONSENT/ROUTINE	X
		FIRST READING	
<b>APPROVED FOR CONSIDERATION:</b>	Brian King <i>Brian King</i>	ACTION	
		INFORMATION	

**BACKGROUND:**

A listing of purchase orders, warrants, checks and wires issued during the period of July 16, 2015 through August 15, 2015 is on file in the District Business Services Office for review.

**RECOMMENDATION:**

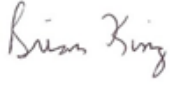
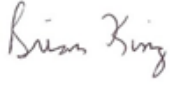
It is recommended that the Board of Trustees approve the numbered purchase orders, warrants, checks and wires that are reflected on the attached schedule.

PURCHASE ORDERS					
General Fund	0001082565-0001082944 B116441-B116569			\$ 43,389,649.12	
Capital Outlay Fund	0003016369-0003016404				
Child Development Fund	0006000762-0006000763 B616010-B616012				
Self-Insurance Fund	0009000344-0009000347				
WARRANTS					
General Fund	719157-720295			\$ 15,121,123.74	
General Fund-ARC Instructional Related	005362-005405				
General Fund-CRC Instructional Related	021898-021912				
General Fund-FLC Instructional Related	030728-030735				
General Fund-SCC Instructional Related	044392-044421				
Capital Outlay Fund	830025-830120				
Child Development Fund	954122-954126				
Self-Insurance Fund	976259-976266				
Payroll Warrants	276324-277618			\$ 20,638,830.55	
Payroll-Direct Deposit	740425-748537				
August Leave Process	277619-278842				
Payroll Vendor Warrants	58860-59008				
CHECKS					
Financial Aid Disbursements	2156007-2157193			\$ 959,713.00	
Clearing Checks	2910-2917			\$ 277.00	
Parking Checks	-			\$ -	
Bookstore Fund – ARC	29625-29670			\$ 605,031.12	
Bookstore Fund – CRC	026159-026241				
Bookstore Fund – FLC	9034-9050				
Bookstore Fund – SCC	047616-047706				
Student Clubs Agency Fund – ARC	4694-4700			\$ 34,661.94	
Student Clubs Agency Fund – CRC	3707-3724				
Student Clubs Agency Fund – FLC	1955-1959				
Student Clubs Agency Fund – SCC	3154-3166				
Foundation – ARC	4518-4546			\$ 89,313.53	
Foundation – CRC	1929-1951				
Foundation – FLC	0984-0992				
Foundation – SCC	3476-3493				
Foundation – DO	0683-0686				
Associated Students Trust Fund – ARC	0753-0754			\$ 2,376.58	
Associated Students Trust Fund – CRC	-				
Associated Students Trust Fund – FLC	0545-0545				
Associated Students Trust Fund – SCC	-				
Regional Performing Arts Center Fund	USI Check System 3355-3389			\$ 190,600.18	
WIRES					
Board of Equalization	-			\$ 23,758.00	
PARS	-			\$ 19,709.53	
Vendors	-			\$ -	
Backup Withholding	-			\$ -	
Retiree Health Trust	-			\$ -	
STALE DATED WARRANT					
Payee (Employee ID)	Date Requested	Original Date	Original №	Reissued №	Amount
0976502	7/21/05	2/15/11	352142	720265	\$180.00

# LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: September 9, 2015

<b>SUBJECT:</b>	Regular Human Resources Transactions	ATTACHMENT: Yes	
		ENCLOSURE: None	
<b>AGENDA ITEM:</b>	Consent Item R	TYPE OF BOARD CONSIDERATION:	
<b>RECOMMENDED BY:</b>	Brian King 	CONSENT/ROUTINE	X
		FIRST READING	
<b>APPROVED FOR CONSIDERATION:</b>	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) TO CATEGORICALLY FUNDED POSITION (S)**

<u>Name</u>	<u>Subject/Position</u>	<u>Effective Date(s)</u>
<u>District Office</u>		
Coleman, Laura (B.A., California State University, Chico)	Project Manager, Labor Market Research, Center of Excellence	10/01/15 – 09/30/16
Milan, Theresa S. (B.S., California State University, Sacramento)	Director, Center of Excellence	10/01/15 – 09/30/16
Ohlson, Brooks D. (B.S., California State University, Fresno)	Director, Center for International Trade Development	10/01/15 – 09/30/16

**APPOINTMENT TO TEMPORARY POSITION(S)**

<u>Name</u>	<u>Subject/Position</u>	<u>Effective Date(s)</u>
<u>American River College</u>		
Maryatt, Victoria A. (M.S., University of California, San Francisco)	Interim Dean, Health and Education	08/18/15 – 12/31/15
Peterson, Susan E. (M.S.N., University of California, San Francisco)	Interim Director, Nursing Academic Program	08/18/15 – 12/31/15
<u>Cosumnes River College</u>		
Duffy, Marjorie B. (M.S., California State University, Sacramento)	Interim Dean, Business and Family Science	08/20/15 – 12/31/15
Harris-Mathews, Colette L. (E.D.D., California State University, San Francisco)	Interim Dean, Communication, Visual and Performing Arts	08/20/15 – 12/31/15
<u>Folsom Lake College</u>		
Geary, Parrish J. (M.A., California State University, Sacramento)	Interim Dean of Student Services	07/09/15 – 12/31/15 (Revised)

**RETIREMENTS)**

<u>Name</u>	<u>Subject/Position</u>	<u>Effective Date(s)</u>
<u>Sacramento City College</u>		
Leland, Mary M.	Director, College and Community Relations (After 14+ years of service)	11/02/15

## M A N A G E M E N T

**INTERJURISDICTIONAL EXCHANGE (per Government Code Section 19050.8)**

<u>Name</u>	<u>Position</u>	<u>Effective Dates(s)</u>
Bedford, Brian A.	Interjurisdictional Exchange To Sacramento Metro Chamber of Commerce, NextEd From Dean of Business and Family Science	08/03/15 – 12/31/15

## FACULTY

**APPOINTMENT(S)**

<u>Name</u>	<u>Subject/Position</u>	<u>Effective Date(s)</u>
<u>Cosumnes River College</u>		
Mederos, Lisa-Marie (M.B.A., California State University, Sacramento)	Business Assistant Professor-Marketing/Management	01/14/16 (Revised)

**APPOINTMENT(S) TO CATEGORICALLY FUNDED POSITION(S)**

<u>Name</u>	<u>Subject/Position</u>	<u>Effective Date(s)</u>
<u>Sacramento City College</u>		
Taylor, Elisher M. (B.S., California State University, Sacramento, plus M.S. Equivalence)	Workability III Program Counselor, 50% /Coordinator, 50%, L.T.T.	08/24/15 – 12/17/15

**APPOINTMENT TO TEMPORARY POSITION(S)**

<u>Name</u>	<u>Subject/Position</u>	<u>Effective Date(s)</u>
<u>American River College</u>		
Finn-Romero, Deborah R. (B.S.N., California State University, Chico)	Nursing Assistant Professor, L.T.T.	08/20/15 – 12/17/15
Hollenbeck, Shelly M. (M.A., California State University, Chico)	Mathematics Assistant Professor, L.T.T.	08/20/15 – 12/17/15
<u>Cosumnes River College</u>		
Buck-Moyer, Paige J. (M.A., University of California, Davis)	Mathematics Assistant Professor, L.T.T.	08/20/15 – 12/17/15
Byrd, Tanika L. (M.A., San Jose State University)	Communication Studies Assistant Professor, L.T.T.	08/20/15 – 12/17/15
Guan, Bao J. (M.A., University of California, Davis)	Mathematics Assistant Professor, L.T.T.	08/20/15 – 12/17/15
Hoang, Linda (M.S., Santa Clara University)	Mathematics Assistant Professor, L.T.T.	08/20/15 – 12/17/15
Kim, Steven (M.P.H., Loma Linda University)	Health Information Technology Assistant Professor, 80%/ Health Information Technology Program Coordinator, 20%, L.T.T.	08/20/15 – 12/17/15
Reece, Clayton A. (M.S., San Jose State University)	Chemistry Assistant Professor, L.T.T.	08/20/15 – 12/17/15

FACULTY

**APPOINTMENT TO TEMPORARY POSITION(S) continued**

<u>Name</u>	<u>Subject/Position</u>	<u>Effective Date(s)</u>
<u>Cosumnes River College</u>		
Williams, Omari T. (M.M., University of Houston)	Music Assistant Professor, L.T.T.	08/20/15 – 12/17/15
Winter, Dionne B. (M.S., DeVry University)	Diagnostic Medical Sonography (DMS) Assistant Professor, 60%/ Diagnostic Medical Sonography (DMS) Program Coordinator, 40%, L.T.T.	08/20/15 – 12/17/15
<u>Folsom Lake College</u>		
Chambers, Tara L. (M.A., California State University, Sacramento)	English Assistant Professor, L.T.T.	08/20/15 – 12/17/15
<u>Sacramento City College</u>		
Rendon-Hall, Velma (B.A. Equivalence)	Cosmetology Assistant Professor, L.T.T.	08/20/15 – 12/17/15
Taheri, Mansour S. (M.S., California State University, Sacramento)	Engineering Assistant Professor, L.T.T.	08/20/15 – 12/17/15
Tener, Sean G. (B.A. Equivalence)	Aeronautics Assistant Professor, L.T.T.	08/20/15 – 12/17/15

**LEAVE(S) OF ABSENCE**

<u>Name</u>	<u>Subject/Position</u>	<u>Type</u>	<u>Effective Date(s)</u>
<u>American River College</u>			
Fox, Kathleen A.	Nursing Professor	Medical (63.3%)	08/20/15 – 12/17/15
Moore, Reyna C.	Counselor	Type C/Maternity	06/24/15 – 08/31/15

**REASSIGNMENT / TRANSFER(S)**

<u>Name</u>	<u>Subject/Position</u>	<u>Effective Date(s)</u>
<u>Cosumnes River College</u>		
Calamar, Jeanne M.	Physical Education Professor, 40% / Athletic Coordinator, 60% From Physical Education Professor, 60% / Athletic Coordinator, 40%	07/01/15
LaDue, Cheri L.	Physical Education Professor, 100% From Physical Education Professor, 60% / Athletic Coordinator, 40%	07/01/15

FACULTY

**RECISION OF TEMPORARY POSITION**

<u>Name</u>	<u>Subject/Position</u>	<u>Effective Date(s)</u>
	<u>Sacramento City College</u>	
Dodson, Teresa L. (M.S.N., Indiana State University)	Nursing (LVN) Assistant Professor, L.T.T.	08/20/15 – 12/17/15

**RESIGNATION(S)**

<u>Name</u>	<u>Subject/Position</u>	<u>Effective Date(s)</u>
	<u>American River College</u>	
Young, Jiayi	Art New Media Professor	05/21/15
	<u>Cosumnes River College</u>	
Giacomazzi, James A.	Kinesiology Professor / Men's Basketball Couch	05/21/15
	<u>Folsom Lake College</u>	
Watson, Bethany R.	Mathematics Professor	05/21/15
	<u>Sacramento City College</u>	
Miller, Scott J.	Aeronautics Professor	05/21/15

**2015-2016 SABBATICAL AND PROFESSIONAL DEVELOPMENT LEAVE(S) - REVISIONS**

The following is a revision from the 2015-16 Sabbatical and Professional Development Leaves approved by the Board of Trustees on April 8, 2015.

Sacramento City College

Type B Leave

The employee and the semester request have been revised as indicated below:

<del>Virginia May</del>	<del>Mathematics/Statistics Professor</del>		<del>Fall 2015</del>	
<b>Dyan Pease</b>	<b>Business Professor</b>	<b>20%</b>	<b>Spring 2016</b>	<b>.100 FTE</b>
<i>"SCC Curriculum Handbook Revision"</i>				

**Proposal:** The purpose of this project is to complete a revision of SCC's Curriculum Handbook due to college, district, state, regional accreditation, and national changes in the curricular process.



**TEMPORARY, PART-TIME EMPLOYEES Spring 2015  
American River College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Jantz,Darlene H.	ESL Writing	13 %

**TEMPORARY, PART-TIME EMPLOYEES Spring 2015  
Folsom Lake College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Kientz,Michelle L.	Study Skills	20 %
Lewis,Barbara	Study Skills	20 %
McGhee-Pane,Kelly F.	Study Skills	40 %

**TEMPORARY, PART-TIME EMPLOYEES Summer 2015  
American River College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Andre,Susan	Counselor	9 %
Bernacchi,Chris S	Police Academy	1 %
Burke,John P.	Mathematics, General	67 %
Chung,Julie Tzu C.	Mathematics, General	33 %
Delgado,Diane C.	Guidance	30 %
Giles,Gay A.	Accounting	27 %
** (A1) Gomez,Martin	Guidance	13 %
Hartin,Robert G.	Counselor	16 %
Hatcher,Scott A.	Emergency Medical Services	24 %
Hawley,Amber Renee	Police Academy	1 %
Herrlinger,Gary D.	Drafting Technology	4 %
Jenkins,Arthur	Counselor	7 %
Lehmann,Sarah R.	Type C Non-Instructional	28 %
Little,Halley S.	Librarian	2 %
McCarroll,Sharleen M.	Mathematics, General	40 %
McCartney,Michael Lake	Emergency Medical Services	6 %

**TEMPORARY, PART-TIME EMPLOYEES Summer 2015  
Cosumnes River College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Aye,Devin B	Physical Education	6 %
Baxter,Cassandra L.	Cross Term	3 %
Feindert,Kerstin	English	20 %
** (A5) Fortin,Cheri L.	Cross Term	10 %
Fowler,Elmira F.	Mathematics, General	25 %
Hoskins,Ninfa E.	Counselor	2 %

**TEMPORARY, PART-TIME EMPLOYEES Summer 2015  
Folsom Lake College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
** (A5) Alexander,John E.	Coordinator	20 %
Dillon,Jeffrey Thomas	Counselor	31 %
Mayes,Orrlando L.	Police Academy	5 %
McGhee-Pane,Kelly F.	Counselor	17 %

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

**TEMPORARY, PART-TIME EMPLOYEES Summer 2015  
Sacramento City College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Ahlenstorf, Tracy	Counselor	8 %
Diamond, Anne	Accounting	53 %
Marchi, Annemarie A.	Health Occupations, General	10 %
** (A2) Ngai, Tsz Yan P.	Mathematics, General	33 %
Ruedas, Sandra R.	Counselor	2 %
Sah, Tasneem K.	Counselor	1 %

**TEMPORARY, PART-TIME EMPLOYEES Fall 2015  
American River College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Abbott, David W.	Paralegal	20 %
Acevedo, George	Automotive Technology	35 %
Adams, Grant C.	Spanish	53 %
** (A1) Adams, Jane P.	Job Seeking/Changing Skills	7 %
** (A1) Adams, Jane P.	Counselor	42 %
Adamzadeh, Azra	Mathematics, General	60 %
Alexander, Carrie D.	Academic Guidance	7 %
Alexander, Carrie D.	Counselor	52 %
Alkhayyat, Hanadi	Physical Education	30 %
Alkhayyat, Hanadi	Dance	15 %
Allen, Jana M.	Gerontology	20 %
Allen, John E.	History	40 %
Amrhein, Jeannette A.	Child Development/Early Care and Education	20 %
Anaya, Dan A.	Computer Programming	20 %
Anderegg, Kristen M.	Counselor	7 %
Andersen, James A.	Emergency Medical Services	1 %
Anderson, Kathleen	Psychology, General	20 %
Anishchenko, Svetlana V.	Mathematics, General	53 %
Anishchenko, Svetlana V.	Mathematics Skills	7 %
Arack, James N.	Psychology, General	20 %
Arai, Elizabeth L.	ESL Writing	27 %
Aranda, Amanda	Counselor	36 %
Araujo, Frank P.	Anthropology	40 %
Arrigo, Salvatore J.	Gerontology	17 %
Arrigo, Salvatore J.	General Work Experience	13 %
Atkins, Tonya M.	Biology, General	15 %
Austin, Daniel R.	English	40 %
Austin, Debra L.	Reading	47 %
Ayala, Danielle N.	ESL Writing	27 %
Ayres, Barbara C.	Sign Language Interpreting	7 %
Badea-Mic, Mihaela C.	Physiology (Includes Anatomy)	35 %
Bagley, Patricia M.	Registered Nursing	50 %
Bahm, Naomi I.	Psychology, General	48 %
Bailey, Katherine A.	Dance	15 %
Bains, Neelam	English	47 %
Ball, Kimberly A.	Job Seeking/Changing Skills	13 %
Barela, Eva E.	Spanish	27 %

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

**TEMPORARY, PART-TIME EMPLOYEES Fall 2015**  
**American River College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Barnes,Samantha J.	Dietetic Services and Management	13 %
Barnick,Aaron M.	Emergency Medical Services	1 %
Barsdale,Charles J.	Police Academy	0 %
Bassett,Jason M.	Police Academy	0 %
Bastian,Gregory A.	Real Estate	20 %
Baxter,Kenneth W.	Political Science	20 %
Beezley,Shareen G.	Paralegal	20 %
** (A5) Belton,Linda V.	Physical Education	43 %
Benn,Geoffrey K.	Biology, General	35 %
Benson,Gregory C.	Sign Language	53 %
Benson,Gregory C.	Sign Language Interpreting	3 %
Bergman,Jacqueline J.	Nutrition, Foods, and Culinary Arts	20 %
Bernacchi,Chris S	Police Academy	0 %
Bertaccini,Lisa Anne	Human Services	60 %
Bertinuson,Joy A	Painting & Drawing	28 %
** (B5) Bibb,Akbar M.	Police Academy	0 %
** (A1) Bimbi,Pamela J.	Library Science, General	20 %
** (A1) Bimbi,Pamela J.	Librarian	8 %
Birdsall,Derik Dylan	Mathematics, General	20 %
Blunk,Dawn M	English	20 %
Boal,Keith F.	Counselor	6 %
Boling,Patrick V.	Diesel Technology	65 %
Borders,Angela M.	English	20 %
Boroughs,Terry J.	Earth Science	50 %
Boskovich,Mary A.	Fashion	20 %
Bowden,Ellen	Anthropology	20 %
Bowles,Christy M.	Natural Resources	35 %
Boyd,Rebecca M.	Librarian	2 %
Boyer,Alba M.	Spanish	61 %
Bradford,Chris E.	Automotive Technology	35 %
** (B4) Bradshaw,Don A.	Police Academy	0 %
Braun,Marlia M.	Dietetic Services and Management	20 %
Brennan,Tracy E.	Sign Language Interpreting	7 %
Briscoe-Smith,Allen G.	Computer Programming	20 %
Brown,Orie A.	Police Academy	0 %
Brownell,Eric M.	English	53 %
Bruce,Thomas V.	Restaurant and Food Services Management	47 %
Brunkala,Joel T.	English	67 %
Brynelson,Julia D.	Paralegal	40 %
Buchanan-Cello,Shelly A.	Librarian	8 %
Buljan,Laurette C.	English	60 %
Burke,John P.	Mathematics, General	60 %
Burke-Polana,Sharon R	Drafting Technology	67 %
Butler,Patrick A.	Real Estate	40 %
** (B5) Byrd,Steven D.	Welding Technology	57 %
Bystrom,Helen C.	English	20 %
Bystrom,Helen C.	Reading	20 %
Cabral,Colette H.	Sign Language	53 %
Cameron,Don S.	Police Academy	45 %
Camp,Michael H.	Police Academy	0 %
Campas,Steven	Police Academy	0 %
Campos,David A	Counselor	24 %
Cannon,Christina M.	Sociology	20 %
Carleton,Christopher J.	Automotive Technology	35 %

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

**TEMPORARY, PART-TIME EMPLOYEES Fall 2015**  
**American River College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
** (B5) Carlisle, Ralph R.	Automotive Technology	62 %
** (A5) Carlson, Don L.	Business Management	13 %
** (A5) Carlson, Don L.	Small Business and Entrepreneurship	7 %
** (A5) Carlson, Don L.	Sales and Salesmanship	20 %
Carlson, Erika R.	Psychology, General	60 %
Carney, Diane	Biology, General	40 %
Carpenter, Demille R.	Counselor	14 %
Carr, John N.	Fire Technology	20 %
** (A2) Carr, Lisa A.	Child Development Administration and Mana	20 %
Carrier, Nicole	Spanish	66 %
** (A1) Carter, Kathy A.	Child Development/Early Care and Educatio	20 %
Caspersen Schultz, Julie A.	ESL Speaking/Listening	27 %
Castillo, N. Scott	Police Academy	0 %
Catlett, Emily S.	Counselor	16 %
Chaiko-Lepley, Linda	ESL Reading	27 %
Chamness, Jon F.	Emergency Medical Services	1 %
** (B2) Chapek, Carl W.	Information Technology, General	20 %
** (B2) Chapek, Carl W.	Computer Networking	23 %
Cheshire, Tamara C.	Coordinator-Instructional	20 %
** (A4) Chevraux, Renee M.	Gerontology	10 %
Chicoine, Kari J.	Drafting Technology	67 %
Chochezi, Victoire S.	Speech Communication	20 %
Chung, Jackson	Mathematics, General	53 %
Clark, Monty M.	Sculpture	28 %
Clark, Monty M.	Ceramics	2 %
Clemens, Jennifer	Physiology (Includes Anatomy)	35 %
Colby, Shannon R.	Psychology, General	40 %
Conant, Jessica L.	Academic Guidance	40 %
** (A2) Connors, Valerie S.	English	67 %
Conrad, Peter K.	Administration of Justice	40 %
Constantino, Valerie	Painting & Drawing	28 %
Cook, Frank D.	Commercial Music	30 %
Cooke, Lorell M.	Academic Guidance	20 %
Cooper, Kevin D.	Nutrition, Foods, and Culinary Arts	20 %
Cooper, Paul G.	History	20 %
** (B5) Copsey, Paul D	Police Academy	0 %
Corwin, Charles H.	Chemistry, General	27 %
Cotton, Gary D.	Software Applications	12 %
Crossley, Ramona L.	Sign Language Interpreting	3 %
Currea, Ana Maria	Reading	20 %
Curry, James M	Mathematics, General	33 %
** (B4) Daley, Frank L.	Police Academy	0 %
Daniels, Joyce Anne	Child Development/Early Care and Educatio	20 %
Davalle, Nathan A.	Police Academy	0 %
Davies, Peter RA	Political Science	20 %
Davis, Danielle R.	History	40 %
** (B5) Davis, Donald A.	Police Academy	0 %
Dean, Cynthia M.	ESL Reading	27 %
Dean, Cynthia M.	ESL Speaking/Listening	27 %
DeCecco, Chalmer A.	Police Academy	0 %
Decker, Noah P.	Biology, General	20 %
Decker, Noah P.	Nutrition, Foods, and Culinary Arts	40 %
DeLeon, Daniel W.	Police Academy	0 %
Delgadillo, Marisol	Anthropology	30 %

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

**TEMPORARY, PART-TIME EMPLOYEES Fall 2015  
American River College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Denman,David S.	Philosophy	20 %
Derthick,Thomas	Music	3 %
DeSouza,Kara D.	Psychology, General	28 %
Diaz,Pete	Police Academy	0 %
Diclementine,Jacqueline C.	Philosophy	40 %
** (B5) Dieu,Anne Lenere	Fashion	20 %
Dilgard,Paul H	ESL Writing	27 %
Dilgard,Paul H	ESL Reading	27 %
Dilgard,Sylvia B.	Academic Guidance	20 %
Dilgard,Sylvia B.	Counselor	40 %
Diller,Shane	Police Academy	0 %
Dillon,Roger G.	Police Academy	0 %
Dolce,Thomas F.	Computer Programming	20 %
Dorris,Tamara L.	Real Estate	60 %
Driscoll,John A.	Website Design and Development	28 %
Driscoll,John A.	Computer Graphics and Digital Imagery	28 %
Dubois,Dara L.	Automotive Technology	13 %
Duff,Jeanne A.	Computer Information Systems	7 %
Duff,Jeanne A.	Software Applications	20 %
Duran,James J.	Mathematics, General	60 %
Duval,Beverly K.	Librarian	31 %
Dyer,Daniel P.W.	English	60 %
Dykstra,Dennis Dean	Psychology, General	40 %
Earle,Robert E	Geographic Information Systems	20 %
Eberhardt,Claire E.	History	40 %
Echeverria,Nick V.	Police Academy	0 %
Econome,Jennie G.	Academic Guidance	20 %
Econome,Jennie G.	Counselor	28 %
Eklund,Justin R.	Police Academy	0 %
** (B5) Elledge,Clayton E.	Emergency Medical Services	1 %
Engstrom,Karina H.	Biology, General	40 %
Erbe,Kevin S.	Speech Communication	40 %
Esque,Melanie E.	Police Academy	0 %
Evans,Merle L.	Registered Nursing	25 %
Ezenwa,Emmanuel C	Welding Technology	50 %
Fagiolo,Catherine E.	Music	46 %
Falloon,Matthew T.	English	20 %
Farahnak,Fereydoon	Microbiology	40 %
Farias,Imelda	Counselor	50 %
** (B5) Farnham,Cynthia B.	Sign Language	27 %
Fassler,Amie Y.	Mathematics, General	33 %
Feely,Abigail B.	History	60 %
Felver,Lewis R.	Automotive Technology	20 %
Felver,Lewis R.	Mathematics, General	40 %
Fernandez,Joyce M.	Job Seeking/Changing Skills	7 %
Fernandez,Joyce M.	Counselor	12 %
Finnerty,Kevin C.	Police Academy	0 %
Fioritto,Christopher J.	Mathematics, General	40 %
Fleshman,Dane R.	Mathematics, General	53 %
Flynn,Lorraine M.	English	40 %
Foerster,Tatiana M.	Other Health Occupations	66 %
Fong,Angela J.	Counselor	40 %
Fontana,David J.	Mathematics, General	33 %
Forehand,James R.	Mathematics, General	53 %

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

**TEMPORARY, PART-TIME EMPLOYEES Fall 2015**  
**American River College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Fountain,Mark BV	Biomedical Instrumentation	3 %
Fox-Rigney,Lori Lane	English	40 %
Freeman,Grace	ESL Writing	27 %
Freund,Laura	English	47 %
Frew,Robert M.	English	27 %
Friedman,Richard L.	Business Administration	20 %
Friedman,Richard L.	Law, General	20 %
Funderburg,Kelly L.	Guidance	7 %
Funderburg,Kelly L.	Job Seeking/Changing Skills	7 %
Funk,Chad L.	Job Seeking/Changing Skills	13 %
Gable,Monica L.	Paralegal	20 %
Galbraith,Jason A.	Music	3 %
Gale,Deborah N.	Mathematics, General	33 %
Gallon,Cheryl A.	Sign Language Interpreting	7 %
Galvan,Joseph	Police Academy	0 %
Garasanin,Olivera	History	40 %
** (A1) Garbutt,Jared J.	Nutrition, Foods, and Culinary Arts	40 %
Garcia,Louie G.	Electrical	62 %
Garcia,Monica R.	Spanish	53 %
Gardner,Gabriel Bryan	Physical Education	49 %
Garfield,Elizabeth T.	Physiology (Includes Anatomy)	50 %
Gaudard,Rolf R.	History	40 %
Gause,Cynthia Rugama	Horticulture	30 %
Gaynor,Carolyn R.	Police Academy	0 %
Gebo,Rebecca A.	Health Education	20 %
Geren,Lisa C.	English	67 %
Gerlis,Rachel A.	Sign Language	27 %
Gessler,Martin J.	Fine Arts, General	20 %
Gessler,Martin J.	Painting & Drawing	28 %
Ghasemiyeh,Soraya Z.	Chemistry, General	50 %
Ghosh,Rupa	Reading	23 %
Ghuman,Maninder K.	Librarian	2 %
Gillespie,Sean Broderick	Emergency Medical Services	1 %
Glickman,James A.	Real Estate	23 %
Goldbar,Christine A.	English	67 %
Gompert,Gena E.	History	20 %
Goodwin,Susan F.	Counselor	21 %
Gorsuch,Susan C.	Police Academy	0 %
Gottke,Darren J.	Chemistry, General	57 %
Gragg,Ellen M.	Registered Nursing	35 %
Graham,Heather M.	English	40 %
** (A5) Grasso,Matthew A.	Music	3 %
Greenhill,Paul G.	Police Academy	0 %
Greenstone,Myron G.	Sign Language	53 %
Grider,Ronald O.	Chemistry, General	57 %
Griffith,David A.	Physics, General	20 %
Grof-Tisza,Patrick	Biology, General	35 %
Gross,Diane R.	Reading	40 %
Grueneberger,Arthur R.	Software Applications	11 %
Guadalupe,Krishna L.	Sociology	20 %
Guerin,Jeanne G	English	40 %
Guerra,Kathleen Sigrid	Spanish	28 %
Gunn,Kristin Anne	Librarian	2 %
Gunn,Martin E.	Automotive Technology	53 %

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

**TEMPORARY, PART-TIME EMPLOYEES Fall 2015**  
**American River College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Guthrie, Shannon J.	Dietetic Services and Management	32 %
Gutierrez, Julio S.	Automotive Technology	30 %
Gutowky, Edward A.	English	40 %
Ha, Annette A.	English	47 %
Haarala, Erik	ESL Writing	27 %
Haarala, Erik	ESL Speaking/Listening	27 %
Hake, Patricia L.	English	60 %
Hall, Neda Nicole	Child Development/Early Care and Educatio	20 %
Hall, Neda Nicole	Infants and Toddlers	20 %
Hamkar, Behzad	History	20 %
Hanson, Christopher James	Emergency Medical Services	1 %
Hanson, Delwin W.	Police Academy	0 %
Hanstad, Janet A.	Biology, General	28 %
Hanstad, Janet A.	Physiology (Includes Anatomy)	35 %
Harder, Elizabeth K	Speech Communication	40 %
Harlan, Michael J.	Classics-Humanities	20 %
Hatcher, Scott A.	Emergency Medical Services	1 %
Haven, Edward F.	Philosophy	40 %
Hawe, Larry E.	Automotive Technology	45 %
Hawley, Amber Renee	Police Academy	0 %
Hawley, Jenny L.	English	27 %
Hawley, M. Douglas	Business Management	40 %
Hawley, M. Douglas	Retail Store Operations and Management	20 %
** (A5) Hayes, David V.	Police Academy	0 %
Haywood, Laura C.	Physical Education	30 %
Hein, Randall D.	Emergency Medical Services	10 %
Hellesen, Richard S.	Dramatic Arts	20 %
** (B5) Henderson, Craig	Emergency Medical Services	1 %
Hendrickson, Heather M	Police Academy	0 %
Hendrickson, Kenneth W.	Computer Graphics and Digital Imagery	57 %
Hensley, Tova S.	Earth Science	20 %
Herman, Kathryn M.	Counselor	32 %
Herman, Kathryn M.	Counselor	27 %
Hernandez, Henry V.	Business Administration	40 %
Herrera, Daniel A.	Computer Graphics and Digital Imagery	28 %
Herrera, Daniel A.	Applied Photography	28 %
Herzog, Rebecca A.	Political Science	40 %
Hewitt, Donna J.	Child Development/Early Care and Educatio	20 %
Hewitt, Donna J.	Children with Special Needs	20 %
Hilger-Estrada, Tanya D.	Chemistry, General	57 %
Hill, Michael S.	Business Management	20 %
** (B3) Hillenbrand, Collin D.	Sign Language	53 %
Hindman, Clay A.	ESL Writing	27 %
Hindman, Clay A.	ESL Integrated	27 %
Hoag, Steven E.	Counselor	18 %
Hoban-Higgins, Tana M.	Physiology (Includes Anatomy)	50 %
Hoerner, Bourgi A.	ESL Writing	27 %
Hoffman, Ana B.	Spanish	42 %
Hohlwein, Laura A.	Digital Media	28 %
** (B5) Holland, Charles M.	Automotive Technology	15 %
** (B4) Hubbard, Kris H.	Fire Technology	20 %
Hudson, Michael R.	Police Academy	0 %
Huerta, Teresa A.	Police Academy	0 %
Huggins, Ross R.	Police Academy	0 %

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

**TEMPORARY, PART-TIME EMPLOYEES Fall 2015**  
**American River College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Hughes,Heather V.	Academic Guidance	20 %
Hughes,Heather V.	Counselor	37 %
Hurner,Sheryl Marie	Business and Commerce, General	40 %
Hyde,James R.	Police Academy	0 %
Irvin,Robert A.	Dramatic Arts	40 %
Jackson,Latoya M.	Speech Communication	20 %
James,Mary E.	Police Academy	0 %
Jardine,Christian M.	History	40 %
Jay,Susan M.	General Work Experience	40 %
Jenkins,Arthur	Academic Guidance	10 %
Jenkins,Arthur	Counselor	31 %
Jenkins,Arthur	Counselor	19 %
Jenkins,James C.	Police Academy	0 %
** (A1) Jennings,Nathan P.	Geographic Information Systems	44 %
Jensen,Elisa M.	Administration of Justice	40 %
Jeske,Dawn L.	Child Development/Early Care and Educatio	20 %
Jimenez,Jorge I.	Chemistry, General	57 %
Johnson,Melvin H.	Welding Technology	22 %
Johnson,Robert S.	Commercial Music	50 %
Johnson,Wilber	Journalism	20 %
Jones,Jenny L.	Counselor	41 %
Jones,Jenny Mack	Accounting	27 %
Jones,Robert B.	Mathematics, General	53 %
Jones,Scott	Police Academy	0 %
Jungkeit,James J.	Police Academy	0 %
Kalman,Mikalai	Diesel Technology	65 %
Kaneyuki,Brent Y.	Police Academy	0 %
Kapell,Matthew W.	Anthropology	20 %
Kaufmann,Amy E.	Physiology (Includes Anatomy)	35 %
** (A1) Kawamoto,Walter T.	Sociology	20 %
Keene,Kristina T.	Music	18 %
Keichler,Starla L.	Fashion Merchandising	15 %
Kelly,Craig A.	ESL Writing	27 %
Kelly,Linda Louise	Psychology, General	20 %
Kennedy,Stacey C.	Nutrition, Foods, and Culinary Arts	20 %
Kert,Dave E.	Police Academy	0 %
Kientz,Michelle L.	Counselor	39 %
Kingsnorth,Alice M.	Classics-Humanities	20 %
Kingsnorth,Alice M.	Anthropology	20 %
Kirchhoff,Susan L.	Librarian	31 %
Kirchner,Scott D.	Speech Communication	60 %
Kitching,Dale E.	Police Academy	0 %
Kiteck,Peter J.	Mathematics, General	53 %
Klar,Janice E.	Counselor	40 %
Kloss,John T.	Sociology	60 %
Kloster,Thomas E.	Mathematics, General	33 %
Knight,Ramona Carol	Child Development/Early Care and Educatio	20 %
Komarova,Irina N.	Mathematics, General	33 %
Konstantynov,Dmytro	Counselor	29 %
Kovar,Timothy J.	Small Business and Entrepreneurship	20 %
Kovar,Timothy J.	Real Estate	20 %
Kress,Marianne S.	Child Development/Early Care and Educatio	40 %
Kriletich,Michael	Police Academy	0 %
Kronzer,Matthew	English	67 %

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



**TEMPORARY, PART-TIME EMPLOYEES Fall 2015**  
**American River College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Kroon,Edward Lee	Welding Technology	10 %
Kwong,Kenneth R	Police Academy	1 %
Kwong,Kenneth R	Fire Technology	20 %
Lagergren,Paul C.	Speech Communication	40 %
Lam,Chanthou	Dance	15 %
Lambating,Julita Gabunada	Mathematics, General	67 %
Lanzas,Karla P.	Mathematics, General	53 %
Larabee,Linda G.	Reading	60 %
Laughton,Barbara A.	English	67 %
Lavelle,Amanda S.	Biology, General	35 %
Lavender,Brian E.	Computer Programming	35 %
Law,Barbara J.	Emergency Medical Services	1 %
Leard,Michelle E.	Registered Nursing	29 %
Leatherman,Judy A.	ESL Writing	27 %
Leatherman,Judy A.	ESL Reading	27 %
Lee,Michael D.	Accounting	27 %
Lee,Sara E.	History	40 %
Lege,Laura D.	Physics, General	20 %
Lege,Laura D.	Astronomy	35 %
Leighton,Uvieja Good	Speech Communication	60 %
Lenaghan,Alice Elizabeth	Music	3 %
Leonard,Michael E.	Fine Arts, General	20 %
Lewis,Deana L.	ESL Writing	27 %
Lewis,Deana L.	ESL Reading	27 %
Lewis,Robert M.	Human Services	40 %
Lewis,Robert M.	General Work Experience	20 %
Lingsweiler,Ryan W.	Speech Communication	60 %
Little,Halley S.	Librarian	19 %
Liu,Ka Man	Biomedical Instrumentation	25 %
Long,Jason S.	English	40 %
Longhitano,Amber L.	Academic Guidance	16 %
Longhitano,Amber L.	Counselor	43 %
Longhitano,Amber L.	Counselor	5 %
Lowe,Aisha N.	Psychology, General	40 %
Luallin,Steven J.	Police Academy	0 %
** (A2) Lui,Diane C.	Fine Arts, General	60 %
Lupo,Thomas	Geographic Information Systems	22 %
** (A5) Lysinger,Diana	German	27 %
** (A5) Lysinger,Diana	Russian	27 %
Macadam,Darren	Police Academy	0 %
Maguire-Fong,Mary Jane	Infants and Toddlers	20 %
Mahallati,Reza	Engineering, General	35 %
Mahmood,Khalid	Mathematics, General	67 %
Maiello,Nancy T.	Mathematics, General	20 %
Majhail,Radhika	Business Management	40 %
Manukyan,Knarik	Mathematics, General	53 %
Mar,James K.	Counselor	41 %
Marion,Derrick T.	Police Academy	0 %
Marmer,Richard	Gerontology	7 %
Marmer,Richard	Psychology, General	60 %
Marshall,Jeri	Academic Guidance	20 %
Martin,Susannah J.	German	53 %
Martinez,Jesus C.	Sign Language Interpreting	3 %
Martinez,Maricela C.	Spanish	27 %

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

**TEMPORARY, PART-TIME EMPLOYEES Fall 2015**  
**American River College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Massetti, Thomas P.	Police Academy	0 %
Maurino, Molly A.	Physical Education	30 %
McCleary, Rebecca Marie	Mathematics, General	53 %
McCord, Karen	Psychology, General	20 %
McCord, Karen	Human Services	20 %
McCormack, Nicole E.	General Work Experience	7 %
** (A2) McCurry, Leslie K.	Mathematics, General	33 %
McFadden, Dennis	English	47 %
McGinness, John P.	Administration of Justice	40 %
McGinnis, Marion E.	Accounting	27 %
McHenry, Jennifer L.	Geography	35 %
McKahan, Adam G.	Emergency Medical Services	1 %
McKenna, Michael Francis	Fire Technology	40 %
McTighe, Brenda J.	ESL Writing	27 %
McTighe, Brenda J.	ESL Reading	27 %
Medcalf, John C.	Mathematics, General	40 %
Mehallo, Stephen M.	Computer Graphics and Digital Imagery	28 %
Mehallo, Stephen M.	Graphic Art and Design	20 %
Menard, Sigrid A.	Counselor	52 %
Mendez, Shannon M.	English	20 %
Michaels, Craig	Police Academy	0 %
Mickela, Anthony E.	Counselor	33 %
Miles, Robert L.	English	40 %
Miller, Alan L.	Journalism	20 %
Miller, Roger Steven	Physics, General	62 %
Mirzaagha, Mohammad E.	Mathematics, General	60 %
Mitchell, Christopher B.	Fire Technology	20 %
Mitchell, Robin S.	Registered Nursing	45 %
Moore, Cheryl M.	Gerontology	7 %
Morris, Jessie	Paralegal	20 %
** (A2) Moser, Richard M.	English	60 %
Mulvihill, Shauna Marie	History	40 %
Munger, Kelly A.	Journalism	20 %
Narvand, Payam	Business and Commerce, General	20 %
Narvand, Payam	Business Management	20 %
Nazareno, Randy P.	Counselor	12 %
** (A5) Nedorezov, Svetlana	Mathematics, General	53 %
** (A5) Nedorezov, Svetlana	Mathematics Skills	7 %
Nelsen, Betty L.	Digital Media	28 %
** (A1) Nelson, Curtis O.	Anthropology	35 %
Neumann, Ingrid H.	Physics, General	62 %
Ngo, Tu C.	Mathematics, General	60 %
Nguyen, Alfonso K.	Counselor	31 %
Nguyen, Dung	Mathematics, General	53 %
Nguyen, Trang T.	ESL Integrated	23 %
Nichelson, David L.	Reading	43 %
Nichols, Wendy M.	Registered Nursing	48 %
Norton, Justin M.	Speech Communication	20 %
O'Brien, Leslie S.	Floriculture /Floristry	43 %
O'Donnell, Daniel G.	Business Administration	50 %
Olson, Janet D.	Biomedical Instrumentation	5 %
Opiela, Cassandra	English	20 %
Owens, Jon S.	Automotive Technology	40 %
Palaspas, Candice	Counselor	9 %

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

**TEMPORARY, PART-TIME EMPLOYEES Fall 2015  
American River College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Papouchis,Christopher M.	Natural Resources	62 %
** (B5) Parisius,Mark J.	Police Academy	0 %
Parker,John S.	Police Academy	0 %
Pavlovich,Lorraine M.	Paralegal	60 %
Pazdernik,Janet L.	Interior Design and Merchandising	50 %
Perrault,Priscilla A.	Counselor	33 %
Peschke,Sara C.	Ceramics	27 %
Peters,Irene	Mathematics, General	33 %
Petersen,David C	Economics	40 %
** (A2) Petraru,Marius	Geography	60 %
Pezone,John P.	Administration of Justice	20 %
Pezone,John P.	Police Academy	26 %
** (B5) Phariss,Jess E.	Police Academy	0 %
Pilcher,Martin J.	Police Academy	0 %
Pino,Josh	Police Academy	0 %
Plantaric,Edward J	Police Academy	0 %
Platter,Evgeniya	Russian	53 %
Plezia-Missler,Dorothy E	Counselor	26 %
Pogue,Brian A	Speech Communication	20 %
Porter,Cherri J.	English	67 %
Powell,Gregory M.	Emergency Medical Services	1 %
Powers,Matthew T	Administration of Justice	20 %
Powers,Matthew T	Police Academy	46 %
Preciado,Monica Isabel	Counselor	49 %
Preciado,Monica Isabel	Counselor	11 %
Pressnell,Jeffery L.	English	47 %
Pristupa,Natalia P	Mathematics, General	60 %
Quirarte,Vicki D.	Technical Communication	20 %
** (A5) Rankins,Willie D.	Physical Education	15 %
Rath,Jeffrey A.	Police Academy	0 %
Rawlins,Jenna L.	Sociology	20 %
Reed,Arthur L.	Geology	15 %
Reichel,Sonya J.	Mathematics, General	60 %
Ridley,Michael A.	Fire Technology	40 %
Robinson,Clinton J.	Physical Education	15 %
Robinson,Gerrie L.	Landscape Design & Maintenance	28 %
Robison,Bradley O.	Police Academy	0 %
Rodriguez-Rutten,Paula	Mathematics, General	60 %
Rogers,Andrew B.	Philosophy	40 %
Rogers,Kristina S.	English	40 %
Rojas,Evelyn R	Reading	67 %
Romo,Angela S.	Chemistry, General	57 %
Romo,Ronald D.	Welding Technology	28 %
Rood,Blake	Counselor	1 %
** (B5) Rossman,Leslie A.	Welding Technology	15 %
Roughton,Karen L	Painting & Drawing	28 %
Rowe,Harold E.	Police Academy	0 %
Ruan,Karen M.	ESL Writing	27 %
Ruan,Karen M.	ESL Reading	27 %
Ruckels,Melynda S.	Nursing	20 %
Ruiz-Tagle,Rafael M.	Counselor	40 %
Rybka,Lucille A	Coordinator	61 %
** (A1) Safvi,Syed A.	Mathematics, General	60 %
Sager,Rex C.	Police Academy	0 %

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

**TEMPORARY, PART-TIME EMPLOYEES Fall 2015  
American River College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Sakakihara,Paul	General Work Experience	40 %
** (A2) Salluzzo,Michelle Anne	Child Development/Early Care and Educatio	20 %
Samborski,Dan W.	Painting & Drawing	57 %
Samudio,Benjamin M.	Chemistry, General	60 %
Saria,Robert J.	Police Academy	0 %
Saur,Denise M.	ESL Writing	27 %
Saur,Denise M.	ESL Reading	27 %
Saw,Alexander	Physics, General	65 %
** (B5) Schaumburg,Timothy A	Automotive Technology	53 %
Scheiber,Kristin M.	ESL Reading	27 %
Scherr,Rachel E.	Nutrition, Foods, and Culinary Arts	20 %
Schindler,Craig R.	Applied Photography	57 %
Scholz-Door,Kathryn L.	Police Academy	0 %
Scott,Steven	Microbiology	40 %
Scott,Tatiana	Music	50 %
Sedano,Teresa M.	Sign Language Interpreting	20 %
Selseleh,Mary	ESL Reading	27 %
Seyfried,James S.	Natural Resources	20 %
Shapiro,Lynn	English	53 %
Shearer,Kirt B	Commercial Music	57 %
Shearer,Kirt B	Dramatic Arts	1 %
** (A3) Shearer,Tracy F.	Dramatic Arts	54 %
Shepherd,Elden B.	Police Academy	0 %
** (A5) Shih,Ernest	Computer Networking	36 %
Silva,Douglas J.	Culinary Arts	43 %
Simmons,Floyd Raymond	Police Academy	0 %
Simoni,Tyra Oriyo-Stone	Dance	15 %
Singer,Scott	Restaurant and Food Services Management	20 %
Sisneros,Linda L.	Electronics & Electric Technology	58 %
Smith,Carlos D.	Police Academy	0 %
Smith,Leon T.	Classics-Humanities	20 %
Smith,Leon T.	Other Humanities	20 %
Smith,Sally E.	Police Academy	0 %
Sneed,Jacquelyn	Gerontology	17 %
Snook,Robert W.	Police Academy	0 %
Soghomonians,Arlen	Emergency Medical Services	1 %
** (A5) Solso,Allison E.	English	43 %
Sommerfield,Michael J	Fashion Design	28 %
Sowards,Timothy L.	Police Academy	0 %
** (A1) Spencer,Katherine E.	Classics-Humanities	40 %
** (A1) Spencer,Katherine E.	Other Humanities	20 %
Spino,Frank G.	Police Academy	0 %
Stapleton,Michael E.	Police Academy	0 %
Starkey,Danielle F	English	47 %
Stead,Joni M.	Speech Communication	20 %
Stein,Rodger L.	Psychology, General	60 %
** (A4) Steinwert,Mark A.	Accounting	47 %
Stemmann,Karsten	Mathematics, General	33 %
Sterling,Stephen C.	Geology	35 %
Stevens,Briagha E.	English	60 %
** (B5) Stewart,Dale R.	Emergency Medical Services	1 %
Stincelli,Carl A.	Police Academy	0 %
Strawn,Gregory D.	English	40 %
Sukkary,Tamir	Political Science	40 %

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

**TEMPORARY, PART-TIME EMPLOYEES Fall 2015  
American River College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Supin,Vitaliy	Mathematics, General	60 %
Swanson,Maureen A.	Police Academy	0 %
Sweeney,Thomas D.	Police Academy	0 %
Swift,Charles A.	Police Academy	0 %
Swink,Mark L.	Emergency Medical Services	1 %
Tabrizi,Setareh H.	English	60 %
Tateishi,Robin L.	Emergency Medical Services	1 %
Telleen,Adam C.	Microbiology	47 %
Thomas,Johnny	Automotive Technology	60 %
Thomas,Michael A.	Physical Education	15 %
Toomey,Daniel P.	Administration of Justice	20 %
Torres,Santos	Sociology	20 %
Travis,Margaret A.	ESL Writing	53 %
Tsushima,Cheryl L.	Automotive Technology	53 %
Uptegrove,Jim L.	Police Academy	0 %
Ursini,Thomas J.	Floriculture /Floristry	22 %
Valenzona,Deborah A.	Reading	40 %
Valle,Michael D.	Political Science	20 %
Vanella,John P.	Police Academy	0 %
VanElls,Deborah B.	History	40 %
** (A5) VanRegenmorter,Heidi L.	Music	40 %
** (A5) Veisze,Paul M.	Geographic Information Systems	20 %
Verdoorn,Dirk D.	Geography	20 %
Verhage,Beth L	ESL Writing	27 %
Verhage,Beth L	ESL Speaking/Listening	27 %
Vervilos,Vasseliki	Accounting	37 %
Vitaich,Jason M.	Political Science	40 %
Vittitow,Linda M.	Anthropology	40 %
Vlamis,Christopher M.	Police Academy	0 %
Voigt,Kurt D.	Landscape Design & Maintenance	57 %
** (B5) Wakeley,James M.	Automotive Technology	28 %
Walder,Eric G.	Emergency Medical Services	1 %
Walker,Eric S.	Police Academy	0 %
Warman,James L.	Health Occupations, General	20 %
Warnes,Mathias	Philosophy	20 %
Warren,Marshall T.	Police Academy	0 %
Watkins,Lori J.	Child Development/Early Care and Educatio	40 %
Watson,Amber J.	Emergency Medical Services	1 %
Watson,James D.	Reading	20 %
Watters,Stephen W	Anthropology	20 %
Webb,Marni B.	Reading	60 %
Welch,Nicole M.	Business Management	20 %
Welkley,Debra L.	Sociology	20 %
Westre,Barbara J	Academic Guidance	7 %
Westre,Barbara J	Counselor	53 %
Wheeler,Susan	Business and Commerce, General	20 %
Wheeler,Susan	Business Management	7 %
Wheeler,Susan	Small Business and Entrepreneurship	7 %
Wheeler,Susan	Marketing & Distribution	7 %
White,Bryan C.	Mathematics, General	53 %
Wiggins,Christine J.	Police Academy	0 %
Wild,Lisa C.	Infants and Toddlers	20 %
Williams,Margaret N.	Child Development/Early Care and Educatio	40 %
Williams,Michelle D.	Economics	40 %

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

**TEMPORARY, PART-TIME EMPLOYEES Fall 2015  
American River College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Williams, Tiffany M.	Registered Nursing	46 %
Williamson, Andrew D.	English	60 %
Wiltz, Paul O.	English	60 %
Winford, Geoffrey M.	Police Academy	0 %
Wingard, Benjamin J.	Librarian	32 %
Winter, Michael H.	Geography	35 %
Wong, Kim W.	Police Academy	0 %
Wood, Patricia Emma	Art	28 %
Wood, Patricia Emma	Painting & Drawing	28 %
Wooden, Tami D.	Physical Education	52 %
** (A1) Wright, Tatyana N.	Counselor	12 %
Yeung, Esther E.	General Work Experience	20 %
Young, Cicely N.	English	27 %
Yuen, Tiffany W.	Counselor	34 %
Yusufi, Sedikeh	Electronics & Electric Technology	35 %
Zasloff, Ruth L.	Psychology, General	40 %
Zimny, Paul L.	Dance	15 %

**TEMPORARY, PART-TIME EMPLOYEES Fall 2015  
Cosumnes River College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Abeid, Trang G.	ESL Reading	27 %
Abrams, Elizabeth A.	Physical Education	30 %
Abrams, Elizabeth A.	Intercollegiate Athletics	0 %
Adams, Stephen	History	20 %
Ahearn, Thomas T.	English	53 %
Ahmadi, Abbas	Information Technology, General	27 %
Ahmadi, Abbas	Software Applications	13 %
Al Juboori, Suha H		20 %
Al Juboori, Suha H	Software Applications	27 %
Amini, Behrooz	Accounting	27 %
Anzini-Varesio, Rosemary	Sociology	20 %
Apple, George W.	Fire Technology	20 %
Aptekar, Rachel M.	Biology, General	50 %
Aye, Devin B	Physical Education	55 %
Aye, Devin B	Cross Term	1 %
Babka, Cary M.	Television (including combined TV/film/v	28 %
Babka, Cary M.	Technical Theater	28 %
Bahneman, Donna A.	Human Services	60 %
Bass, Charles W.	Chemistry, General	50 %
Baxter, Cassandra L.	Physical Education	47 %
Benskin, Karena T	Business and Commerce, General	20 %
Benskin, Karena T	Small Business and Entrepreneurship	20 %
Biesiadecki, Mary R.	Veterinary Technician (Licensed)	65 %
Blank, Patricia D.	Retail Store Operations and Management	20 %
Blank, Patricia D.	Office Technology/Office Computer Applicati	20 %
BoarerPitchford, Julie K.	Nutrition, Foods, and Culinary Arts	40 %
Bowles, Christy M.	Environmental Science	20 %
Brewer, Janet L.	Diagnostic Medical Sonography	28 %
Brown, Shelley J.	Librarian	10 %
Buchanan-Cello, Shelly A.	Librarian	16 %
Bush, Michael J.	Automotive Technology	8 %
** (A5) Calhoun, Ruby R.	Business and Commerce, General	20 %

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

**TEMPORARY, PART-TIME EMPLOYEES Fall 2015  
Cosumnes River College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
** (A5) Calhoun, Ruby R.	Office Technology/Office Computer Applicati	40 %
Castorena, Sohnya S	Anthropology	20 %
Cinelli, Albert E	Philosophy	60 %
Clark, Tiffany A.	Office Technology/Office Computer Applicati	20 %
Conway, Sandra L.	Accounting	27 %
Coronado Barraza, Victor A.	Spanish	20 %
Cruz, Adriel B.	Physiology (Includes Anatomy)	20 %
Dartez, Gail A	Dramatic Arts	60 %
Decker, Stephen F.	Technical Theater	28 %
Decker, Stephen F.	Dramatic Arts	15 %
Delgadillo, Marisol	Anthropology	15 %
Dobson, Veronica E.	Psychology, General	20 %
Domek, Anna L.	Counselor	12 %
Dowell, Michael E.	Economics	20 %
Doyle, Laurel C.	Child Development/Early Care and Educatio	20 %
Ellis, Brandon L.	Physical Education	15 %
Evans, Debra L.	Small Business and Entrepreneurship	20 %
Evans, Debra L.	Computer Support	13 %
Fagiolo, Catherine E.	Music	18 %
Falloon, Matthew T.	English	47 %
Farnam, Farhad	Economics	20 %
Faucett, Jillian E.	Psychology, General	30 %
** (B5) Freeman, Joshua A.	Fire Technology	20 %
Garcia, Delayna F.	Counselor	15 %
Garcia, Yolanda D.	Counselor	10 %
Ghuman, Maninder K.	Librarian	29 %
Gilbert, Scott W.	Dramatic Arts	30 %
** (A5) Green-Clark, Michelle R.	Dance	60 %
Greer, Albert A.	Astronomy	20 %
Greilich, Erica D	Business Management	20 %
Griffith, Edward B.	Multimedia	28 %
Gunn, Kristin Anne	Librarian	2 %
** (B5) Haas, Richard A.	Fire Academy	37 %
Hall, Celia F.	Librarian	31 %
Halligan, Rebecca M.	Academic Guidance	20 %
Hanson, Joshua M.	Physics, General	20 %
Hanson, Joshua M.	Astronomy	20 %
Harding, Matthew James	English	57 %
Hebert, Rodney Stafford	Music	22 %
Hee, Benjamin B.	Mathematics, General	33 %
Herndon, Maria P.	Mathematics, General	33 %
Hewell Starnes, Tracy	Nurse	19 %
Hoang, Frank A.	Chemistry, General	50 %
Horrell, Eldean J.	Business and Commerce, General	20 %
Horrell, Eldean J.	Office Technology/Office Computer Applicati	40 %
Humphrey, Lindsey B.	Business and Commerce, General	20 %
Inoue, Faye S.	Health Occupations, General	27 %
Jay-Anderson, Mary Alexis	Speech Communication	20 %
Johnson, John O.	E-Commerce (business emphasis)	20 %
Johnson, Robert K.	Business and Commerce, General	20 %
Johnson, Robert K.	Management Development & Supervision	20 %
Johnson, Wilber	Electronic Game Design	28 %
Jones, Jenny L.	Counselor	20 %
Joseph, Erica H.	Counselor	2 %

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

<b>TEMPORARY, PART-TIME EMPLOYEES Fall 2015</b> <b>Cosumnes River College</b>
--

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Kaufmann,Amy E.	Physiology (Includes Anatomy)	20 %
Keightley,Keir E	Geography	35 %
Knettle,John R.	Geography	40 %
Knudsen,Mark James	Chemistry, General	30 %
Kolleda,Lance J.	Business and Commerce, General	40 %
Komarova,Irina N.	Mathematics, General	27 %
Korn,Charles	Automotive Technology	28 %
Koscheski,Frances M.	Nurse	41 %
Kuipers,Danielle R.	Diagnostic Medical Sonography	20 %
Kyubwa,Delphin B.	Information Technology, General	13 %
Larsen,Lawrence C.	Mathematics, General	27 %
Le,John T.	Business and Commerce, General	20 %
Le,John T.	Sales and Salesmanship	20 %
Lee,Samuel S		20 %
Lee-Keller,Derek L.	Music	56 %
Lemoine,Florence A.	History	20 %
Lewis,Barbara	Counselor	2 %
Lewis,Barbara	Counselor	2 %
Lewis,Barbara	Counselor	2 %
Limon,Kimberly T.	English	20 %
List,Mark R.	Geology	35 %
** (A1) Long,James	Physiology (Includes Anatomy)	50 %
Luu,Sang Q.	Mathematics, General	33 %
Lynch,Robert Bruce	Astronomy	20 %
Maduchukwu,Ifeanyi E	Accounting	20 %
Mahon,Bill L.	Applied Photography	28 %
Marslek,Michael R.	Accounting	27 %
McCarthy,Patti J.	Film Studies	20 %
McDowell,Stephen C	Chemistry, General	50 %
McHenry,Jennifer L.	Geography	20 %
Meyers,Dennis	Economics	40 %
Mico,Don N	Physical Education	30 %
Mico,Don N	Health Education	20 %
Middleton,Colin B.	Mathematics, General	33 %
Misplay,John Coleby	Physical Fitness and Body Movement	15 %
Mnichowicz,Bernard J.	Real Estate	40 %
Moore,Heather Lynn	Anthropology	15 %
Morse,Julie A.	ESL Writing	35 %
Mrizek,Jeffrey A.	Real Estate	20 %
Murakami-Smith,Lynne M.	Physical Education	45 %
Navarro,Murray F.	Mathematics, General	67 %
Nelsenador,Matt B.	Mathematics, General	27 %
Ngo,Tran N.	Mathematics, General	33 %
** (A5) Nguyen,Hoang D.	Economics	40 %
** (A5) Nguyen,Yen Thi	Vietnamese	35 %
Nielson,Jonathan M.	History	20 %
Ogilvie,Sheila M.	Academic Guidance	40 %
Okemiri,Chukwuemeka	Accounting	27 %
Oliver Graybill,Ann E.	Biology, General	50 %
** (B5) Palmer,Lynn E.	Civil & Construction Mgmt Technology	20 %
Pandey,Rajeev R.	Chemistry, General	57 %
Pansius,Deborah H.	English	60 %
** (A1) Parker,Dawn S.	Counselor	48 %
Patrice,Alicia	Librarian	3 %

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



**TEMPORARY, PART-TIME EMPLOYEES Fall 2015**  
**Cosumnes River College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Perales,Chantel R.	English	60 %
Perkins-Moore,Deirdre	Information Technology, General	7 %
Posey,Katherine L.	Business and Commerce, General	20 %
Pressnell,Jeffery L.	English	20 %
Procsal,Amanda R.	Psychology, General	60 %
** (A5) Quinn,Linda C.	English	47 %
** (A5) Quinn,Linda C.	Reading	20 %
Redmond,Rebecca J.	Dramatic Arts	15 %
Reed,Kathaleen E.	English	20 %
Reynolds,Lana K.	Counselor	11 %
Riese,Jon C.	Law, General	20 %
Rivera-Carpenter,Veronica M.	Infants and Toddlers	20 %
Rizam,Dilshod D.	Art	28 %
Rizam,Dilshod D.	Painting & Drawing	28 %
Rusmore,John	Geography	15 %
Saake,Miranda S.	English	40 %
Saibeni,August A.	Accounting	27 %
Sands-Pertel,Judith A.	Music	57 %
Saur,Theodore J.	ESL Writing	27 %
Saur,Theodore J.	ESL Reading	27 %
Schulte,Wilfred H.	Mathematics, General	53 %
Shaver,Shelley L.	English	53 %
Sheldon,David G.	Learning Skills, Learning Disabled	15 %
Sherrell-Davis,Elizabeth A.	Business and Commerce, General	40 %
Shewmaker,George S.	Automotive Technology	36 %
** (A5) Shih,Ernest	Computer Programming	20 %
Silva,Evelyn D.	Family Studies	20 %
Smedley,Lashauna D.	ESL Writing	27 %
Smith,Jeffrey D.	Automotive Technology	33 %
Smith,Leon T.	Other Humanities	20 %
Sneed,Linda C.	English	67 %
Song,Kur	Computer Programming	35 %
Soria Martin,Domingo DG	Mathematics, General	60 %
Speckman,Christian J.	Anthropology	35 %
Spisak,John H.	Computer Networking	59 %
Stanio,Trinity M.	Fine Arts, General	20 %
Stassi,Trinidad	Software Applications	13 %
Steensland,Mark H.	Mass Communications	20 %
Steensland,Mark H.	Film Studies	20 %
Steensland,Mark H.	Film History and Criticism	20 %
Stern,Bradley A.	Psychology, General	40 %
Stevenson,Christina L.	English	20 %
Strode,James E.	ESL Writing	27 %
Strode,James E.	ESL Speaking/Listening	35 %
Strong,Michael W.	Astronomy	55 %
Sultanova,Narmina	Music	38 %
Tang,Max C.	Mathematics, General	53 %
Tavares,Tyrone Michael	Counselor	14 %
Tavares,Tyrone Michael	Counselor	17 %
Tavares,Tyrone Michael	Counselor	12 %
Tavares,Tyrone Michael	Counselor	16 %
Thunes,Clair	Equine Science	20 %
** (A5) Tierney,Joan W.	Physical Education	30 %
Tittle,Matt G	English	20 %

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

**TEMPORARY, PART-TIME EMPLOYEES Fall 2015  
Cosumnes River College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Tochterman,Jeffrey D.	Business Management	20 %
Torres,Eduardo	Economics	20 %
Treiber,Jeanette	English	40 %
Truong,Thanh V.	Mathematics, General	53 %
Vautin,Gary D.	Television (including combined TV/film/v	28 %
Veras,Clarisa	Spanish	35 %
Vest,Jefferson D.	Business and Commerce, General	20 %
Vest,Jefferson D.	Business Management	20 %
Villanueva,Elizabeth	Spanish	15 %
** (B5) Visger,Robert J.	Civil & Construction Mgmt Technology	35 %
Wallace,Jennifer C.	Dramatic Arts	20 %
Washington,Christina A.	English	20 %
Welkley,Debra L.	Sociology	20 %
Wellington,Erica M.	Counselor	2 %
Welty,Ann E.	Counselor	55 %
Wen,Michael X	Mathematics, General	60 %
West-Nawrocki,Carlena O	English	20 %
Wheelock,Janelle D.	Computer Graphics and Digital Imagery	28 %
Wheelock,Janelle D.	Painting & Drawing	28 %
Whelan,Carly S.	Anthropology	15 %
Whited,Gloria	English	27 %
Wildie,Kevin J.	History	40 %
Williamson,Phyllis N.	Psychology, General	20 %
Wise,Kristine M.	Nutrition, Foods, and Culinary Arts	20 %
Wright-MacColl,Shellie L.	Child Development/Early Care and Educatio	20 %
Wunibald,Denise M.	English	53 %
Wynne,Daniel B.	Geology	20 %
Young,Cicely N.	English	20 %
Zbierski,Meganne Elaine	Health Occupations, General	40 %

**TEMPORARY, PART-TIME EMPLOYEES Fall 2015  
Folsom Lake College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Abeyta,Steve V.	English	20 %
Abney,Cort D.	Water and Wastewater Technology	20 %
Aghabeigi,Farah	Accounting	20 %
Alkhayyat,Hanadi	Physical Education	15 %
Allen,Stephanie Dawn	Computer Programming	27 %
Barbee,Donald W.	Physical Education	15 %
Barrish,Matthew B.	English	47 %
Beda,Brandy L.	English	47 %
Beese,Michelle A.	Counselor	22 %
BoarerPitchford,Julie K.	Nutrition, Foods, and Culinary Arts	20 %
Bolton,S. Michele	Spanish	35 %
Brabander,Phuong Thao	Job Seeking/Changing Skills	7 %
Bria,Lauren E.	Chemistry, General	57 %
Brinkmeyer,Megan	Chemistry, General	42 %
Cai,Yueqiang	Mathematics, General	33 %
** (A5) Coco-Russell,Diana E.	Fine Arts, General	20 %
Coleman,Jillian L	Other Humanities	20 %
Colley,Toni Denise	Study Skills	40 %
Cooper,Kevin D.	Nutrition, Foods, and Culinary Arts	20 %
Cooper,Paul G.	History	40 %

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

**TEMPORARY, PART-TIME EMPLOYEES Fall 2015  
Folsom Lake College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Daniels,Joyce Anne	Child Development Administration and Mana	20 %
Darr-Glynn,Kristina D.	Counselor	32 %
Davis,Danielle R.	History	20 %
Dillon,Jeffrey Thomas	Counselor	30 %
Evans,Scott Dale	Counselor	2 %
Ferry-Perata,Elizabeth Ann	Family Studies	20 %
Funderburg,Kelly L.	General Work Experience	20 %
** (A5) Gaviola, Frank E	Physical Education	30 %
Gee,Benny Y	Accounting	27 %
Glenn,Phillip D.	Business and Commerce, General	20 %
Glenn,Phillip D.	Accounting	20 %
Graham,Reginald A.	Music	22 %
Greer,Albert A.	Astronomy	20 %
Gregory,Richard C.	Intercollegiate Athletics	38 %
Gross,Bryan Eugene	Psychology, General	20 %
** (A1) Haeuptle,Christina W.	Speech Communication	40 %
Hafezi,Sena M.	Mathematics, General	33 %
Hamilton,William O.	Environmental Science	20 %
Haywood,Laura C.	Physical Education	15 %
Healy,Stephen M.	Human Services	20 %
** (B5) Herrmann,David M.	Water and Wastewater Technology	40 %
Hicks,Charity C.	Office Technology/Office Computer Applicati	12 %
Hopkins,Monica L.	Human Services	35 %
Hwang,Joel	Chemistry, General	30 %
** (A4) Johnston,Erin L.	Health Education	20 %
Jones,Amy Rebecca	Counselor	12 %
Jordan,Jessica H.	English	47 %
Kolleda,Lance J.	Business and Commerce, General	20 %
Krohn,Ben G.	Administration of Justice	40 %
Laurent,Robert H.	Astronomy	50 %
Lawrence,Aaron Preston Sakai	Counselor	3 %
Lewis,Barbara	Study Skills	20 %
Lorenzo,Gina M.	Counselor	16 %
Mabanta,Romyl J.	Dramatic Arts	28 %
Manfredi,Joel A.	English	27 %
Mansfield,Amanda M.	Counselor	1 %
McConnell,Joel E.	Counselor	14 %
McDonald,Zhrinna D.	Study Skills	20 %
McDonald,Zhrinna D.	Counselor	1 %
McGhee-Pane,Kelly F.	Counselor	52 %
Miser,Jay H.	Emergency Medical Services	12 %
Nelsenador,Matt B.	Mathematics, General	33 %
Oliver,Noelle E.	English	40 %
Osorio,Cecilia G.	Biology, General	28 %
Page,Monica C.	ESL Reading	27 %
Palomares,Carmelita	Counselor	29 %
Patterson,Jason A.	Physiology (Includes Anatomy)	50 %
** (A2) Perez,Craig S.	Physical Education	45 %
Pinkerton,Matthew S.	Classics-Humanities	40 %
Pinkerton,Matthew S.	Other Humanities	20 %
Piskun,Yelena	Counselor	3 %
Plaxton,Melody J	English	27 %
Plaxton,Melody J	Reading	20 %
Pogue,Brian A	Speech Communication	20 %

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

**TEMPORARY, PART-TIME EMPLOYEES Fall 2015  
Folsom Lake College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Porter,Nancy L	Nutrition, Foods, and Culinary Arts	20 %
Powell,Donna	English	47 %
Rahman Jackson,Lishia	Counselor	2 %
Raposa,Tim S.	Anthropology	40 %
Repetto,Deanne R.	Political Science	60 %
Rinek,Jeffrey L.	Administration of Justice	20 %
** (A5) Ring,David M.	Physics, General	35 %
Rink,Shelley F.	Music	20 %
Roberge,Andrea M.	Counselor	43 %
Roberts,Mark E.	Mathematics, General	67 %
** (A1) Rodriguez,Julie L.	Psychology, General	60 %
Roehr,Rebecca S.	English	67 %
Rush,John A.	Anthropology	20 %
Rush,John A.	Archaeology	20 %
Rutz,Patrick	Physical Education	15 %
** (A2) Samarron,Sandra L.	Nutrition, Foods, and Culinary Arts	20 %
Saraquse,Sanford R	Music	18 %
Schmit,Blanca A.	Spanish	35 %
Siwabessy,Genevieve I.D.	Student Government	22 %
Skelly,Paul	Accounting	53 %
Skillen,Robert R.	Zoology, General	50 %
Snow,Camille D	Psychology, General	20 %
Snow,Camille D	Job Seeking/Changing Skills	7 %
Snow,Camille D	Counselor	38 %
Sporov,Evgeniy V.	Music	15 %
Stark,James C.	Chemistry, General	56 %
Stratton,Susan	Anthropology	15 %
Sutton,Amber M.	Child Development/Early Care and Educatio	20 %
Swanson,David C.	Chemistry, General	30 %
Swanson,James K.	Emergency Medical Services	61 %
Tandon,Suman	Mathematics, General	67 %
Taylor,Warren Smith	Computer Programming	27 %
Thrapp,Sandra L.	Sign Language	27 %
Tully,David D.	Computer Programming	47 %
Vasquez,Karen M.	Speech Communication	20 %
Vidic,Natasha	Geology	20 %
Vitaich,Jason M.	Political Science	20 %
Walker,Malina L.	History	20 %
Wallace,Jennifer C.	Dramatic Arts	20 %
Warnes,Mathias	Philosophy	20 %
Wathen,Myrna K.	Librarian	5 %
Watson,Bethany R.	Mathematics, General	33 %
Watters,Stephen W	Anthropology	20 %
Wells,Kallie C.	Economics	20 %
Welsh,Susan	Geography	20 %
Welty,Margaret M.	Painting & Drawing	57 %
Weyland,Desirae M.	Biology, General	20 %
Wheeldon,George A.	Geology	46 %
Wheeler Abeyta,Sandra P.	Mass Communications	20 %
Wheeler Abeyta,Sandra P.	Speech Communication	20 %
White,Daniel E.	Retail Store Operations and Management	20 %
Whitt,David	Fire Technology	40 %
Wilkinson,Cheng Chi Lee		20 %
Williams,Wendy P.	English	53 %

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

**TEMPORARY, PART-TIME EMPLOYEES Fall 2015  
Folsom Lake College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Wise,William M.	ESL Speaking/Listening	27 %
Wong,Calvin J	Coordinator	19 %
Woodward,James R.	Wildland Fire Technology	20 %
Wright,Cheryl A.	Business Management	40 %
Yang,Kou	Academic Guidance	20 %
Yang,Kou	Counselor	14 %
Yeager,Curtis L.	Health Occupations, General	40 %
Zeng,Zhi F.	Mathematics, General	60 %
Zhang,Ying	Mathematics, General	33 %

**TEMPORARY, PART-TIME EMPLOYEES Fall 2015  
Sacramento City College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Abrams,Ellen Arnett	English	20 %
Abundo,Stephanie F	Mathematics, General	25 %
Acosta,Ruben	Job Seeking/Changing Skills	20 %
Adams,Stephen	History	20 %
Ahlenstorf, Tracy	Counselor	14 %
Aldabe,Bertrand C.	Environmental Control Technology (HVAC)	20 %
Aldrich,Cathleen	Reading	40 %
Alfaro,Ricardo	Mathematics, General	27 %
Allert,Bonnie L	Licensed Vocational Nursing	24 %
Amir, Yael	Coordinator-Instruct LAB	9 %
** (A1) Anderson,Karin L.	Family Studies	20 %
Anzini-Varesio,Rosemary	Parenting and Family Child Care	20 %
Aranda,Amanda	Counselor	23 %
** (A1) Areson,Mark H.	Physical Fitness and Body Movement	30 %
** (A1) Asuncion,Robert J.	Physical Therapy Assistant	39 %
Averbeck,Robin M.	History	40 %
Avramenko,Liliana P.	Russian	53 %
Awni,Kahtan A.	Engineering, General	20 %
Bailey,Amelita H.	Mathematics, General	67 %
** (A5) Bair,Lewis E	Information Technology, General	13 %
Bardin,Oliver Charles	Mathematics, General	20 %
Bastian,Gregory A.	Business and Commerce, General	40 %
Batarseh,Samer M.	Business and Commerce, General	10 %
Batarseh,Yousef M.	Arabic	33 %
Belous,Anna	Mathematics, General	27 %
Bennett,Gary N.	Computer Networking	30 %
Betz,Deborah Y.	Counselor	25 %
Buchanan-Cello,Shelly A.	Library Science, General	27 %
Cajucom,Pamela J.	Sociology	20 %
Cannon,Christina M.	Sociology	20 %
Cantrell,Kimberly N.	Speech Communication	20 %
Carboni,Joshua P.	Philosophy	40 %
Carmichael,David	Adapted Physical Education	15 %
Carney,Diane	Environmental Science	20 %
Carraway,Monica M.	Office Technology/Office Computer Applicati	20 %
Carson,Connie S.	Physical Education	45 %
** (A1) Carter,Kathy A.	Child Development/Early Care and Educatio	20 %
Caselli,Nancy A.	Speech Communication	60 %
Castillo,David C.	Drafting Technology	40 %
Cervantes,Lily M.	Business and Commerce, General	20 %

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

**TEMPORARY, PART-TIME EMPLOYEES Fall 2015  
Sacramento City College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Cho,Eun L.	Painting & Drawing	57 %
Clark,Terri A.	Librarian	40 %
Cochran,Miles	Speech Communication	40 %
Colombo,Julie A.	English	27 %
Conant,Jessica L.	General Work Experience	20 %
Cook,Stephen P.	English	20 %
Cooper,Kevin D.	Nutrition, Foods, and Culinary Arts	20 %
Cruz,Adriel B.	Physiology (Includes Anatomy)	47 %
Daunt,Jonathan G.	English	47 %
De Guzman,Emmylou Vergel	Licensed Vocational Nursing	59 %
Delgadillo,Marisol	Anthropology	20 %
Diamond,Anne	Accounting	18 %
Diaz-Gastelum,Gloria	Spanish	53 %
Dibble,Cindy C.	Mathematics, General	58 %
** (B5) Dieu,Anne Lenere	Fashion	28 %
Earle,Robert E	Geography	15 %
Earle,Robert E	Geographic Information Systems	24 %
Eberhardt,Claire E.	Classics-Humanities	20 %
Eckley,Terri L.	Psychology, General	40 %
Edwinson,Shawn A.	Child Development/Early Care and Educatio	40 %
Evans,Debra L.	General Work Experience	20 %
Farias,Imelda	Counselor	1 %
Farias,Imelda	Counselor	8 %
French,Catherine A.	English	67 %
** (A5) Galvan,Joaquin D.	Counselor	1 %
Galvis,Silvia M.	Child Development/Early Care and Educatio	20 %
Gander,Therese A.	Mathematics, General	53 %
Garcia,Maria	Spanish	53 %
Garner,Lyndale T.	Child Development/Early Care and Educatio	20 %
Garner,Lyndale T.	Family Studies	40 %
Geffrey,William E	Philosophy	40 %
Goldberg,Sherri B.	Counselor	12 %
** (A5) Grasso,Matthew A.	Music	18 %
Graves,Sherri D	Biology, General	50 %
Graves,Sherri D	Natural History	15 %
Grawey,Kathleen R	Cosmetology and Barbering	18 %
Green,Dominik J.	Chemistry, General	60 %
Gregory MacMillan,Marcella	Japanese	53 %
Gregory,M. Anne	Painting & Drawing	57 %
Grueneberger,Arthur R.	Information Technology, General	47 %
Gutowsky,Edward A.	English	27 %
Guzzetta,Elizabeth A.	Licensed Vocational Nursing	34 %
Harroun,Richard J.	ESL Speaking/Listening	27 %
** (A2) Hayashi,David I.	Adapted Physical Education	15 %
Herlihy,John E.	Physical Education	15 %
Hernandez-Neil,Priscilla R.	Counselor	1 %
Hinshaw,Benjamin John	English	20 %
Howe,Judith D.	Library Science, General	3 %
Hung,Gary W.	Counselor	12 %
Hung,Gary W.	Counselor	1 %
Hunter,James W.	Business and Commerce, General	23 %
Hwang,Joel	Chemistry, General	33 %
Johnson,Orna R.	Anthropology	8 %
Jones,Christine M.	Dental Hygienist	52 %

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

**TEMPORARY, PART-TIME EMPLOYEES Fall 2015  
Sacramento City College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Kang,Rachel E.	Music	35 %
Kaufman,Cheryl A.	Business and Commerce, General	40 %
Kehl,Anthony J.	Physical Fitness and Body Movement	40 %
** (A5) Kiehn,Kenneth	English	20 %
Kiser,Sally J.	Economics	20 %
Knowles,Deborah J. F.	General Work Experience	20 %
Korp,Diana Rose	Dental Hygienist	45 %
Korp,Norbert Gunter	Dental Hygienist	35 %
** (A5) Krumm,Helen T.	Reading	20 %
Kumagai,Mizue	Japanese	53 %
Lagunas-Carvacho,Magaly A.	Spanish	53 %
Lam,Nam H.	Mathematics, General	13 %
Lore,Elisabeth M.	English	47 %
Maningo,Rita A.	Counselor	16 %
Mansourirad,Ehsanollah	Mathematics, General	53 %
Mao,Alvin W.	Chemistry, General	40 %
Margolies,Jason S.	Mathematics, General	60 %
Martinez,Maricela C.	Spanish	27 %
McCarty,William Daniel	Business and Commerce, General	20 %
McDaniel,Arrickia R.	Interpersonal Skills	7 %
McDaniel,Arrickia R.	Academic Guidance	20 %
McDaniel,Arrickia R.	Counselor	18 %
McDaniel,Arrickia R.	Counselor	8 %
McLearan,Susan H.	Dental Hygienist	37 %
Meher,Geeta	Chemistry, General	27 %
Mendez,Gibran A.	Psychology, General	20 %
Milton,Piper Isabeau	Fine Arts, General	20 %
Mitchell,Robin S.	Licensed Vocational Nursing	6 %
Moftakhar,Hossein	Psychology, General	40 %
Murphy,Charlynn M.	Child Development/Early Care and Educatio	60 %
Naify,James F.	Philosophy	40 %
Navarro,Avelina G.	Mathematics, General	25 %
Ngassam,Valery N.	Astronomy	20 %
Nguyen,Alfonso K.	Counselor	4 %
Nguyen,Alfonso K.	Counselor	6 %
Nguyen,Thanh H.	Accounting	20 %
** (A5) Nguyen,Thanh V.	Vietnamese	27 %
Niyati,Fatemeh	Chemistry, General	53 %
Noonan,Kathleen K.	Painting & Drawing	57 %
Norman,Ben Eric	Mathematics, General	33 %
O'Brien,Sandra C.	English	40 %
Ocegueda,Danette R.	Dental Hygienist	67 %
O'Neill,Zachary M.	English	60 %
Opiela,Cassandra	English	47 %
Orr,Timothy A.	History	40 %
Otto,Anna M.	Child Development/Early Care and Educatio	40 %
Owens,Ann S.	Library Technician (Aide)	20 %
Paden,Sylvia S.	Nursing	45 %
Parlin,Sam	Computer Programming	35 %
Parrett,Elisa M.	English	40 %
Passal,Steven R.	English	67 %
Peterson,Mark B.	Dental Hygienist	35 %
Peterson,Terry P.	Painting & Drawing	28 %
Pierce-Washington,Charlotte	Counselor	38 %

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

**TEMPORARY, PART-TIME EMPLOYEES Fall 2015  
Sacramento City College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Pierini,Bruce D	Anthropology	55 %
Plotner,Robert	Environmental Control Technology (HVAC)	28 %
Poe,Michael L.	Music	20 %
Ponce,Carlos F	Administration of Justice	40 %
Prilepina,Tamara F.	Mathematics, General	45 %
** (A5) Pryor,Peter L.	Physical Education	15 %
** (A5) Pryor,Peter L.	Physical Fitness and Body Movement	30 %
Pytel,Darren L.	Administration of Justice	60 %
Quiggle,Dexter	Dental Hygienist	14 %
Quintana,Julie	Child Development Administration and Mana	20 %
Reach,Lorna	Job Seeking/Changing Skills	7 %
Reach,Lorna	Counselor	47 %
Rickgauer,Donald R.	Psychology, General	20 %
Rodriguez,Andres B.	Social Sciences, General	20 %
Rodriguez,Hector	Mathematics, General	20 %
Roglii,Kurt W.	Philosophy	40 %
** (B5) Rood,Harold D.	Music	28 %
Rosen-Aydlett,Lisa	Family Studies	40 %
Rosoff-Horne,Philip D.	Mathematics, General	47 %
Ross,Andrea M.	English	53 %
Rowell,Lindsey M.	Environmental Control Technology (HVAC)	10 %
Rowland,Martha E.	Library Technician (Aide)	13 %
Rozek,Paul A	History	40 %
** (A1) Ruiz,Aracely	Job Seeking/Changing Skills	7 %
** (A1) Ruiz,Aracely	Academic Guidance	20 %
** (A1) Ruiz,Aracely	Counselor	4 %
Sala,Alina	Counselor	2 %
** (A2) Salazar,Rosalinda R.	English	67 %
** (A2) Salluzzo,Michelle Anne	Child Development/Early Care and Educatio	20 %
** (A2) Samarron,Sandra L.	Nutrition, Foods, and Culinary Arts	40 %
Sanchez,Lilia G.	Spanish	27 %
Sanchez,Rafael	English	67 %
Schemel,Nathan C.	Film Production	53 %
Schmit,Blanca A.	Spanish	27 %
Schnell,Steven M.	Environmental Control Technology (HVAC)	50 %
Scott,Mark W.	Administration of Justice	60 %
Screechfield,Rosalie M.	Learning Skills, Learning Disabled	22 %
Secker,Martin D.	History	20 %
Sellers,Gene R.	Mathematics, General	53 %
Shapiro,Don C.	Railroad and Light Rail Operations	20 %
Sher,Adrienne R.	Dramatic Arts	30 %
Shima,Todd M.	Social Sciences, General	20 %
Silveira,Leslie C.	Counselor	2 %
Silveira,Leslie C.	Counselor	21 %
Silveira,Leslie C.	Counselor	6 %
** (A1) Smith,Jennifer L.	Mathematics, General	58 %
Smith,Wade R.	Business and Commerce, General	20 %
Smith,Wade R.	Business Administration	20 %
Somadhi,Kakwasi	English	27 %
Spencer,Sylvia	Psychology, General	40 %
** (A5) Spruce-Veatch,L Renee	English	40 %
Stanley,Marilyn V.	Fashion Production	28 %
Starkey,Danielle F	English	20 %
Stassi,Trinidad	Physical Education	30 %

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



**TEMPORARY, PART-TIME EMPLOYEES Fall 2015  
Sacramento City College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
** (B3) Steele, Marlene M.	Health Occupations, General	33 %
** (B3) Steele, Marlene M.	Occupational Therapy Technology	13 %
Stefani, Nancy	ESL Writing	53 %
** (A1) Stem, Melissa A.	French	27 %
Stevens, Suzanne	Painting & Drawing	28 %
** (B5) Stevenson, Elizabeth	Coordinator-Instruct LAB	52 %
Stimers, Dennis G.	English	53 %
Storms, Natascha	Anthropology	46 %
Stupka, Edwin H.	Counselor	25 %
Suy, Shaun	Academic Guidance	20 %
Suy, Shaun	Counselor	4 %
Suy, Shaun	Counselor	3 %
** (A5) Swafford, Derek L.	Academic Guidance	40 %
** (A5) Swafford, Derek L.	Counselor	1 %
Sweezey, Michelle L.	Reading	40 %
Szabo, Paula N.	Psychology, General	20 %
** (B5) Talle, Tricia	Coordinator-Instruct LAB	35 %
Terry, John D.	Drafting Technology	28 %
Testeza, Tess	Russian	27 %
Tharalson, Julie A.	Culinary Arts	35 %
Thomas, Michael A.	Intercollegiate Athletics	49 %
Thorpe, Wade S.	Administration of Justice	40 %
Tinti, Sharee	ESL Writing	27 %
Tinti, Sharee	ESL Reading	27 %
Tittle, Matt G	English	47 %
Titus, Ann-Catrin	Fine Arts, General	20 %
Tuifua, Amelia S.	Academic Guidance	10 %
Turney, Nicholas S.	Speech Communication	20 %
** (A5) Ulrich, Walter D	Physical Fitness and Body Movement	40 %
Uram, Peter	Mathematics, General	60 %
Uram, Tatyana A.	Mathematics, General	53 %
Van Dusen, Jody	English	53 %
Van Warmerdam, Wim L. G.	Mathematics, General	53 %
Vargo, David S	Painting & Drawing	28 %
Vea, James M.	Health Occupations, General	20 %
** (A2) Verdi, Elisheva C.	Natural History	15 %
Villeg, John Lee	Music	43 %
Wagner, Erica L.	Biology, General	35 %
Wagner, Erica L.	Physiology (Includes Anatomy)	20 %
Wallace, Jason	English	20 %
Ward-Richardson, Joycelyn M.	Child Development/Early Care and Educatio	20 %
Waters, Michelle D.	Coordinator-Instruct LAB	9 %
Watson-Perez, Heather L.	English	67 %
Watters, Kyle P.	Physics, General	20 %
Watters, Kyle P.	Astronomy	20 %
Weatherspoon, Lorraine	Child Development/Early Care and Educatio	20 %
Wheeldon, Sandra M.	Dental Assistant	45 %
Wheeler Abeyta, Sandra P.	Speech Communication	20 %
Whetstone, Sandy F.	ESL Writing	53 %
White, Daniel E.	Business Management	20 %
Williams, Angelo A	Sociology	40 %
Wiseman, Maury I.	History	40 %
Wong, Cissy	ESL Reading	27 %
Wong, Cissy	ESL Speaking/Listening	37 %

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

**TEMPORARY, PART-TIME EMPLOYEES Fall 2015  
Sacramento City College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Wong,Malcolm E.	Mathematics, General	33 %
Wood,Eric S.	Painting & Drawing	57 %
** (A1) Wrenn,Robert Alan	Music	40 %
** (A1) Wright,Tatyana N.	Counselor	35 %
** (A1) Wright,Tatyana N.	Counselor	12 %
Wynn,Brita J.	Anthropology	55 %
Yanez,Israel	Librarian	50 %
Yapundich,Diane M.	Political Science	40 %
Yi, Terence	Mathematics, General	48 %
Yuponce,Wendell John	Music	20 %
Zanartu,Luis A	Sociology	40 %
Zeimet,Lois M	Psychology, General	20 %
Zellmer,Matthew A.	English	60 %
Zimlich,Susan A.	Fashion	28 %
Zimlich,Susan A.	Fashion Production	28 %
Zimmerman,Lance C.	Physiology (Includes Anatomy)	50 %
Zitelli,Miela Christine	Coordinator	60 %

**REGULAR EMPLOYEES - OVERLOAD ASSIGNMENTS Fall 2015  
American River College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Abdul,Alisher S.	Mathematics, General	40 %
** (B2) Aguilar, Gary L.	Drafting Technology	40 %
Ahmadi,Al	Electronics & Electric Technology	40 %
Allie,Diana J.	Academic Guidance	20 %
Andronas,Jennifer L.	Automotive Technology	35 %
Antos,Damon M.	Computer Programming	20 %
Aubert,John E.	Geography	20 %
Auyeung,Tak	Computer Programming	15 %
Auyeung,Tak	Computer Infrastructure and Support	24 %
Badilla,Araceli	Job Seeking/Changing Skills	20 %
** (B5) Baker,Gregory S.	Business and Commerce, General	20 %
** (B5) Baker,Gregory S.	Business Management	20 %
Beckhorn,Nisha B.	Counselor	8 %
Bell,John T.	English	3 %
Bertoglio,Nancy A.	Reading	10 %
Bovard,Victoria A.	Psychology, General	40 %
Brecher,Janet	World Wide Web Administration	28 %
Brock,Michelle D	Mathematics, General	20 %
Burleson,B. Kathryn	Technical Theater	15 %
Burleson,B. Kathryn	Dramatic Arts	45 %
Chao,Pamela H.	Sociology	40 %
Chen,Chiuping	Economics	20 %
Chou,Susan S.	Nutrition, Foods, and Culinary Arts	20 %
Coldiron,John L.	Health Occupations, General	20 %
Coldiron,John L.	Respiratory Care/Therapy	27 %
Collihan,Kathleen	Social Sciences, General	10 %
Collihan,Kathleen	Political Science	20 %
Condos,Marc A.	Business and Commerce, General	20 %
Condos,Marc A.	Computer Support	20 %
Condos,Rachna K.	Business and Commerce, General	40 %
Corbin,Kirsten Bunce	Reading	13 %

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 2015**  
**American River College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Deleon, Leonel	Mathematics, General	33 %
Delgado, Diane C.	Counselor	8 %
Diamond, Robert Vaughn	Accounting	30 %
Domokos, Cristina I.	Mathematics, General	40 %
Downs, Pamela R.	Dramatic Arts	20 %
Duax, Paul L.	Speech Communication	40 %
** (A2) Dumais, Laurence W.	Computer Networking	41 %
Eifertsen, Dyne C.	Music	33 %
Eiteneer-Harmon, Daria N.	Physics, General	27 %
Engler, Denise M.	English	13 %
Finnecy, Timothy J.	Physical Education	20 %
Fish, Melissa M.	Office Technology/Office Computer Applicati	20 %
Flower, Deborah J.	Nursery Technology	15 %
Fox, David E.	Software Applications	13 %
Fratello, Natasha M.	Psychology, General	20 %
French, Benjamin R.	Automotive Technology	8 %
Garner, Cheri L.	Nursing	10 %
Garvey, Andrea P.P.	Psychology, General	20 %
Gaudard, Amy L.	Mathematics, General	20 %
Gelfman, Linda R.	Sculpture	13 %
George, Gary Thomas	Electronics & Electric Technology	43 %
Gilman, Joseph A.	Music	26 %
** (A1) Gomez, Martin	Counselor	4 %
Gonsalves, Jana L.	Nutrition, Foods, and Culinary Arts	40 %
Gonzalez, Robert J.	Business and Commerce, General	20 %
Gorre, Charissa E.	Administration of Justice	40 %
Grant-Toscano, Diane M.	Fashion Design	13 %
** (B2) Green, Wesley P.	Computer Support	34 %
Hardwick, Chanin A.	Academic Guidance	34 %
Harper, Eric I.	Automotive Technology	40 %
Hayes, Rebecca W.	Software Applications	12 %
Hayes, Rebecca W.	World Wide Web Administration	12 %
Hess, Krista E.	ESL Writing	27 %
Hicks, Diana	English	20 %
Hijazi, Nidal	Sociology	20 %
Hokerson, Lori K.	Psychology, General	40 %
Holden, Dennis J.	Philosophy	40 %
Hollenbeck, Shelly M.	Mathematics, General	20 %
Howard, Hugh H.	Geography	20 %
Howard, Hugh H.	General Work Experience	7 %
Howe, Susan R.	English	40 %
Hughes, Ralph E.	Music	30 %
Iannone, Albert J.	Fire Technology	40 %
Ilaga, Lisa Hunsaker	Respiratory Care/Therapy	36 %
Jaecks, Glenn S.	Geology	30 %
Joe, Don I.	Automotive Collision Repair	25 %
Joe, Don I.	General Work Experience	7 %
Johnston, Diana L.	Registered Nursing	20 %
Jones, Vincent W	Mathematics, General	27 %
Kiefer, Christian J.	English	40 %
Kiefer, Dieter M.	Accounting	20 %
Kinuthia, F. Kamau	Economics	40 %
Knirk, Brian D.	Culinary Arts	13 %
Knirk, Brian D.	Restaurant and Food Services Management	27 %

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 2015**  
**American River College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Kraft, Mary Ellen	Non Instructional Assignment	20 %
Lapierre, Arthur	Music	41 %
Larabee, Charles	Software Applications	22 %
Leever, Carol	World Wide Web Administration	15 %
L'Estrange, Michael A.	Computer Networking	50 %
Limmaneeprasert, Oranit	ESL Writing	27 %
Lopez, David	Philosophy	40 %
Ludovina, Ceydy B.	Spanish	42 %
Lyman, Robert	English	20 %
Maddox, Michael W.	Chemistry, General	30 %
Manduca, Jerry A.	Administration of Justice	20 %
Martinez, Marlene M.	Biology, General	8 %
Mattson, Sarah S.	Painting & Drawing	13 %
McCormac, Gregory	Biology, General	20 %
** (B5) McCormack, John J.	Automotive Technology	43 %
McCormick, Marcia Lynn	Psychology, General	40 %
McDermott, Mary Margaret	Child Development/Early Care and Educatio	20 %
Meador, Dianne L.	Chemistry, General	30 %
Meadows, Dale C.	Chemistry, General	47 %
Messer, Carter-Ryan	Mathematics, General	33 %
Mokhtarzada, Shahla	Social Sciences, General	10 %
Moore, Justin A.	Biology, General	20 %
Morgan, Roxanne	Classics-Humanities	20 %
Morris, Ronald Ray	Marketing & Distribution	20 %
Morris, Ronald Ray	Real Estate	20 %
Munger, Teri B.	Coordinator	23 %
Murakami, Dean M.	Psychology, General	20 %
Neale, Jennifer C.	Natural Resources	15 %
Nelson, Elizabeth L.	Psychology, General	40 %
Nelson, Jessica B.	Interpersonal Skills	13 %
Nelson, Jessica B.	Job Seeking/Changing Skills	7 %
** (B4) O'Brien, Roxanne	Culinary Arts	25 %
Padgett, Christopher D.	History	20 %
Parker, Laura L.	Sculpture	13 %
Parks, Judith	Culinary Arts	20 %
Parks, Judith	Restaurant and Food Services Management	20 %
Payne, Michael D.	Chemistry, General	30 %
Pearson, Rudy N.	History	20 %
Pico, Glenn A.	Mathematics, General	20 %
Quintero, Robert A.	Academic Guidance	20 %
Ramirez, Richard A.	Guidance	13 %
Ramirez, Richard A.	Academic Guidance	20 %
Reilly, Robin L.	Accounting	38 %
Riley, Lonetta L.	Administration of Justice	40 %
Rosario, Brian P.	Economics	20 %
Ruedas, Manuel F.	Guidance	7 %
** (A3) Russell, Gail	Dramatic Arts	11 %
Rust, Joseph D.	Academic Guidance	40 %
Rutaganira, Thomas	Mathematics, General	53 %
Sabzevary, Iraj	Information Technology, General	20 %
Sabzevary, Iraj	Computer Programming	20 %
** (A5) Sachau, Michael T.	Counselor	32 %
Sanchez, Brett Aaron	Mathematics, General	20 %
Schneider, Harold L.	English	20 %

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 2015**  
**American River College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Scott,Margaret L.	Psychology, General	20 %
Senna,Deborah J.	Human Services	40 %
Sheldon,Michael B.	Art	7 %
Shubb,Alisa M.	Speech Communication	40 %
Silva,Nancy E.	Dramatic Arts	40 %
** (B2) Sjolund,Joe P.	Physical Education	15 %
Smith,Craig N.	Fine Arts, General	60 %
Smith,Phil A.	Mathematics, General	20 %
Spencer,Bonnie S.	Fashion	15 %
** (A2) Stewart,Daniel N.	Chemistry, General	30 %
Stewart,Mark A.	Psychology, General	40 %
Stoehr,Matthew L.	Multimedia	15 %
Stoehr,Matthew L.	Animation	13 %
Stoker,Richard A.	Construction Crafts Technology	41 %
** (A1) Stokes,Clarence C.	Software Applications	34 %
Sukkary-Stolba,Soheir E.	Anthropology	20 %
Thompson,Steven Dean	Music	40 %
Thomsen,Charles E.	Geography	22 %
Truong,Binh X.	Mathematics, General	27 %
** (B5) Urkofsky, Teresa E.	Culinary Arts	27 %
** (B5) Urkofsky, Teresa E.	Restaurant and Food Services Management	13 %
Valdez,Judith	Counselor	2 %
Valle,Jesus D.	English	20 %
VanRegenmorter,Merlyn J.	Commercial Music	42 %
Ward,Sue E.	Gerontology	40 %
Wheaton,Veronica E.	Chemistry, General	15 %
Williams,Samuel W.	Dramatic Arts	7 %
Won,Dean K.	Biology, General	8 %
Worley,Katrina M.	Anthropology	20 %
Wrightson,William C.	History	20 %
Yatsenko,Tatyana	Counselor	5 %
Zarzana,Linda	Biology, General	8 %

**REGULAR EMPLOYEES - OVERLOAD ASSIGNMENTS Fall 2015**  
**Cosumnes River College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Aldredge,Teresa W.	Human Services	20 %
Aldredge,Teresa W.	Academic Guidance	27 %
Andrews,David C.	Horticulture	20 %
Arden-Ogle,Ellen A.	Speech Communication	40 %
Avalos,Amy M.	General Work Experience	20 %
Basheer,Allah-Mi C.	Academic Guidance	20 %
Beloglovsky,Miriam	Child Development/Early Care and Educatio	20 %
Beloglovsky,Miriam	Child Development Administration and Mana	13 %
** (A5) Beyrer,Gregory M.	Academic Guidance	7 %
Breitenbach,Ronald W.	Mathematics, General	20 %
Buck-Moyer,Paige J.	Mathematics, General	33 %
Burns,Cori B.	Medical Assisting	17 %
Burns,Cori B.	Administrative Medical Assisting	28 %
Carlson,William D.	Automotive Technology	30 %
Connally,Ryan	Civil & Construction Mgmt Technology	60 %
Crosier,Scott J.	Geography	15 %
Degn,Frances K.	Academic Guidance	40 %

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 2015**  
**Cosumnes River College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Degn,Frances K.	Coordinator	9 %
DuBray,Daniel T.	Speech Communication	20 %
Edman,Jeanne L.	Psychology, General	40 %
Emetaron,Chitoh M.	Chemistry, General	30 %
Erickson,Kurt P.	Music	18 %
Farley,Rhonda	ESL Speaking/Listening	20 %
Felkner,Patty A.	Photography	10 %
Felkner,Patty A.	Applied Photography	28 %
Fong,Hoyt S.	Human Services	40 %
** (A5) Fortin,Cheri L.	Dramatic Arts	35 %
Fowler,Lynn M.	Psychology, General	20 %
Fraze,JAMES C.	Psychology, General	50 %
** (A5) George,Nyenbeku C.	Sociology	40 %
Gill,Blanca T.	Spanish	40 %
Hannan,Everett J.	Psychology, General	40 %
Harrell,Kim E.	Sign Language	27 %
Hoskins,Ninfa E.	Counselor	2 %
Huang,Chao-Jen	Computer Programming	35 %
Huffman,Elizabeth A.	Political Science	20 %
Impinna,Christopher R.	Veterinary Technician (Licensed)	40 %
Kim,Steve	Health Information Technology	17 %
Kimble,Jeffrey G.	Painting & Drawing	13 %
LaDue,Cheri L.	Physical Education	30 %
Lal,Rajinder	Mathematics, General	33 %
LaNier,Winnie M.	Student Government	22 %
Lawlor,Michael J.	Physics, General	42 %
Le,Phuong M.	Mathematics, General	33 %
Lee,S. Mark	Chemistry, General	15 %
Leung,Amy M.	Economics	40 %
Lewis Jr.,Howard	Agriculture Business, Sales and Service	20 %
Lugo,Donnisha C.	Sociology	20 %
Mapeso,Ray	Human Services	20 %
Mapeso,Ray	Academic Guidance	20 %
Marshall-Mills,Denise L.	Academic Guidance	20 %
Mathis,Jaqueline S.	Academic Guidance	40 %
Mayo,Kathryn J.	Applied Photography	13 %
McHugh,Matthew E.	Emergency Medical Services	38 %
Mills,Shannon L.	Anthropology	50 %
Mojica,Edward	Architecture and Architectural Technology	22 %
Mojica,Edward	Other Architecture & Environ Design	30 %
Morales,Martin F.	Political Science	50 %
Moreno,Camille	Mathematics, General	33 %
Osman,Mohammed	Information Technology, General	7 %
Osman,Mohammed	Database Design and Administration	20 %
Panagakos,Anastasia N.	Anthropology	20 %
Parker,Grant	Music	7 %
Parks,Lance M.	Information Technology, General	40 %
Paskey,Amanda M.	Anthropology	40 %
Pereira,Michael J.	Automotive Technology	60 %
Phan,Man	Business and Commerce, General	20 %
Reece,Clayton A.	Chemistry, General	30 %
Reese,Shawn L.	Chemistry, General	40 %
Roberts,Jason M.	Welding Technology	30 %
Rogan,Patrick D.	Accounting	44 %

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 2015**  
**Cosumnes River College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Rogers, Kevin M.	Automotive Technology	40 %
Russell, Michael W.	Chemistry, General	30 %
Samaniego, Celia S.	Spanish	35 %
Schroeder, Kristy Howard	Physical Education	15 %
Simpson, Roy W.	Mathematics, General	33 %
Snowden, Robert L.	Radio	28 %
Snowden, Robert L.	Digital Media	20 %
Stewart, Lora	Mathematics Skills	20 %
Taylor, Yoshio	Sculpture	13 %
Thomas-Fisk, Cory E.	Civil & Construction Mgmt Technology	15 %
Torres, Cynthia I.	Culinary Arts	22 %
Torres, Gabriel S.	Spanish	40 %
** (A2) Trent, Anna K.	Fine Arts, General	20 %
Turner, Thomasina M.	Spanish	15 %
VanPatten, Charles R.	Philosophy	40 %
Wagner, Lauren M.	Television (including combined TV/film/v	30 %
West, Jimmy D.	Applied Photography	15 %
** (A2) Williams-Brito, Kimberly	Mathematics, General	27 %
** (A2) Williams-Brito, Kimberly	Mathematics Skills	7 %
Wilson, James B.	ESL Speaking/Listening	20 %
Yarbrough, Michael	Mathematics, General	20 %
Zisk, Paul	Sociology	40 %

**REGULAR EMPLOYEES - OVERLOAD ASSIGNMENTS Fall 2015**  
**Folsom Lake College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
** (A5) Alexander, John E.	Coordinator	10 %
Clark, Christopher S.	Counselor	15 %
Clayton, Keith	Mathematics, General	33 %
Danner, Lisa A.	English	27 %
DeVile, Rebecca A.	Classics-Humanities	20 %
Eitel, Joseph E.	Mathematics, General	27 %
Flores, Juan J.	Academic Guidance	20 %
Garrett, Mark D.	Counselor	7 %
Ghamami, Omid	Marketing & Distribution	20 %
Greene, Calvin D.	Mathematics, General	60 %
Hale, Daniel R.	Astronomy	40 %
Lopez, Carlos J.	Spanish	30 %
Mahoney, Maximillian E.	Chemistry, General	30 %
Morrison, Jill	Counselor	7 %
Olsen, Marc C.	Engineering, General	20 %
Pittman, Jason W.	Geographic Information Systems	8 %
Prelip, Angela N.	Speech Communication	20 %
Price, Yvonne E.	English	40 %
Ribaudo, Donald N.	Health Education	20 %
Ross, Daniel G.	Computer Programming	27 %
** (A2) Royer, Tina L.	English	20 %
Sapra, Lisa M.	English	40 %
Sayago, Maria S.	Painting & Drawing	13 %
Schmid, Heike G.	Painting & Drawing	13 %
Siegfried, Daniel J.	English	40 %
** (A5) Smith, Carolyn D.	Economics	40 %
Snell, Kenneth L.	Psychology, General	20 %

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 2015  
Folsom Lake College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Tikhonova,Inna V.	Counselor	15 %
Tryhane,Gerald H.	Business and Commerce, General	40 %
** (A2) Wada,Eric B.	Biology, General	15 %
Wright,Matthew L.	Health Education	20 %

**REGULAR EMPLOYEES - OVERLOAD ASSIGNMENTS Fall 2015  
Sacramento City College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Anderson,Kevin M.	Computer Networking	48 %
Beadles,Lynette R.	Occupational Therapy Technology	15 %
Belair,Diane M.	Counselor	1 %
** (A5) Bui,Dinh N.	Academic Guidance	40 %
Camarena,Sandra	Economics	20 %
Carmazzi,Paul L.	Management Development & Supervision	20 %
** (A5) Castaneda,Denise S.	Reading	15 %
Crandley,Patrick A.	Animation	21 %
Crumpton,Debra J.	Business and Commerce, General	20 %
Cypret,Phillip B.	Aeronautical & Aviation Technology	17 %
Davis,Craig	Geographic Information Systems	3 %
Davis,Tony P.	Academic Guidance	60 %
Douglass,Bruce M.	Software Applications	5 %
Fellman,Melissa	Dental Hygienist	27 %
Foley,Jo-Ann C.	Child Development/Early Care and Educatio	40 %
Goehring,Kevin S	Aeronautical & Aviation Technology	26 %
Gore,Robert W.	Film Production	13 %
Graybill,Stuart D.	History	20 %
Greenwell,Andrea L.	Physiology (Includes Anatomy)	20 %
** (A5) Griffin,David A.	Intercollegiate Athletics	18 %
Hogarty,Patrick	Real Estate	20 %
Hogarty,Patrick	Computer Networking	23 %
Hunter,Michael J.	Geography	40 %
Kagan,Alexander	Counselor	2 %
Kagan,Alexander	Counselor	4 %
Kawamura,Sandra Y.	ESL Reading	10 %
Kawamura,Sandra Y.	ESL Integrated	10 %
Kidrick,Valerie	Fine Arts, General	60 %
Larson,Carillon J.	Mathematics, General	33 %
Lepe,Leonela G.	Academic Guidance	20 %
Little,Myra M.	Website Design and Development	18 %
Mom,Brian W.	Business and Commerce, General	20 %
Muraki,Keith T.	Academic Guidance	10 %
** (A1) Oh,Jang-Ha	Physical Education	15 %
** (A1) Olsen,Nancy S.	Reading	20 %
Pacheco,David B.	Physical Fitness and Body Movement	10 %
Pacheco,David B.	Study Skills	10 %
Parker,Leslie A.	Counselor	16 %
Parks,Karen D.	Software Applications	18 %
Pease,Dyan S.	Business and Commerce, General	40 %
Phillips,Joseph H.	Mathematics, General	47 %
Piedra,Erica A.	French	27 %
** (A2) Poe,Kathleen A.	Music	30 %
Polagruto,John A.	Nutrition, Foods, and Culinary Arts	20 %
Redmond,Patti A.	Speech Communication	40 %

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 2015  
Sacramento City College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Regalado, Maria Carmen	Psychology, General	40 %
Rendon Hall, Velma	Cosmetology and Barbering	39 %
Reynolds, Linda K.	Business and Commerce, General	60 %
Richardson, Michael B.	Physics, General	7 %
Rishard, Truman A.	Accounting	27 %
Rodriguez, Irma S.	Counselor	2 %
Roffey, Robin A.	Biology, General	8 %
Rose, Gregory S.	Economics	20 %
Rosenberger, Randy	Mathematics, General	53 %
** (A2) Schutte, Matthew L.	Mathematics, General	33 %
Scott, Geraldine	Job Seeking/Changing Skills	3 %
Scott, Geraldine	Academic Guidance	20 %
Severson, Michael L.	Speech Communication	20 %
Sheppard, Laurie C.	Registered Nursing	13 %
Sheppard, Laurie C.	Licensed Vocational Nursing	1 %
Shiflet, Kurt J.	Music	40 %
Smedley, Lauri J.	Office Technology/Office Computer Applicati	23 %
Spangler, Rachel I.	Reading	20 %
Stone, Leila M.	Interpersonal Skills	7 %
** (A4) Strella, Cheryl L.	Licensed Vocational Nursing	6 %
** (A5) Sullivan, Derek J.	Physical Education	15 %
Tambert, Roxanne R.	Cosmetology and Barbering	39 %
Taylor, Timothy K.	Computer Networking	51 %
Tedla, Dagne	Political Science	20 %
Times, Kenneth J.	Academic Guidance	20 %
Tracy, Gwyneth J.	Counselor	8 %
Tromborg, Chris T.	Psychology, General	40 %
Trujillo, David C.	Administration of Justice	20 %
Villanueva, Maria C.	Academic Guidance	20 %
Wagner, Glenda G.	Nursing	44 %
Wagner, Glenda G.	Licensed Vocational Nursing	3 %
** (A5) Walker, Dannie E.	Study Skills	20 %
Wang, Hsiao J.	Mathematics, General	33 %
Weinsheink, Shawn E.	Technical Theater	45 %
Williams, Gayle Kristine	Accounting	27 %
Williams, Nichelle	Interpersonal Skills	23 %
Williams, Nichelle	Job Seeking/Changing Skills	3 %
Williams, Nichelle	Counselor	2 %
Wong, Peter W.	Cosmetology and Barbering	39 %
Woodmansee, Rick D.	Mathematics, General	40 %
Woolley, Nicole B.	Study Skills	13 %
Wyatt, David T.	Environmental Science	35 %
Xiao, Alex H.	Political Science	40 %
Zamora, Frank	Art	28 %
Zeh, Jonathan P.	Environmental Control Technology (HVAC)	25 %
Zuercher, Connie A.	Physical Education	20 %
Zuercher, Connie A.	Health Education	20 %

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

## C L A S S I F I E D

<b>APPOINTMENT(S)</b>			
<u>Name</u>	<u>Position</u>	<u>Assigned to</u>	<u>Effective Date(s)</u>
Anaya, Kayla C.	Student Personnel Assistant-Assessment/Testing	SCC	08/10/15
Cardenas, Theresa	Student Personnel Assistant-Extended Opportunity Programs and Services	ARC	08/31/15
Hassna, Michael A.	Police Officer	DO	08/06/15
Horn Wegrzyn, Ryann M.	Student Success and Support Program Specialist	ARC	08/17/15
Lindsey, Barbara P.	Instructional Assistant-Tutorial Center	FLC	08/10/15
Lopez, Anjelica M.	Clerk III	ARC	09/01/15
Lopez-Alvarez, Irma S.	Instructional Assistant-Learning Resources	CRC	08/17/15
McGuire, Joseph A.	Information Technology Cable Plant Assistant II	DO	09/08/15
Pedersen, Dawn R.	Educational Media and Web Design Specialist	SCC	08/31/15
Shiferaw, Woubejig A.	Student Success and Support Program Specialist	SCC	08/17/15

<b>LEAVE(S) OF ABSENCE</b>				
<u>Name</u>	<u>Position</u>	<u>Type of Leave</u>	<u>Assigned to</u>	<u>Effective Date(s)</u>
Clark, Tiffany A.	Outreach Specialist	Personal, 20%	CRC	08/24/15-12/18/15
Ellis, Brandon L.	Instructional Assistant-Physical Education/Athletics, 9 months	Personal, 45%	CRC	08/24/15-01/01/16
Smedley, Lashauna D.	Instructional Assistant-Writing/English/Reading, 9 months, 80%	Personal, 9.4%	CRC	08/24/15-01/01/16

## C L A S S I F I E D

<b>PROMOTION(S)</b>			
<u>Name</u>	<u>New Position (Current Position)</u>	<u>Assigned to</u>	<u>Effective Date(s)</u>
Castellon, Yesenia	Student Personnel Assistant- Student Life (Outreach Clerk	CRC  CRC)	08/17/15

<b>REASSIGNMENT(S)/ TRANSFER(S)</b>			
<u>Name</u>	<u>New Position (Current Position)</u>	<u>Assigned to</u>	<u>Effective Date(s)</u>
Johnson, David	Printing Services Operator II (Printing Services Operator II	CRC ARC)	08/10/15
San Juan, Isolina D.	Facilities Management Operations Supervisor (Accounting Specialist	FM  DO)	09/14/15

<b>RESIGNATION(S)</b>			
<u>Name</u>	<u>Position</u>	<u>Assigned to</u>	<u>Effective Date(s)</u>
Alford, Jennifer M.	Purchasing Supervisor	DO	09/01/15
Chacon, Jacqueline	Student Personnel Assistant- Student Services	CRC	08/15/15
Flood, Margaret L.	Administrative Assistant I	SCC	08/27/15
Horse, Rena D.	Clerk III, 50%	SCC	09/03/15
Wocasek, Elizabeth M.	Library/Media Technical Assistant, 80%	ARC	08/23/15
Zampieri, Fabio C.M.	Senior Information Technology Technician-Lab/Area Microcomputer Support	CRC	08/29/15

<b>RETIREMENT(S)</b>			
<u>Name</u>	<u>Position</u>	<u>Assigned to</u>	<u>Effective Date(s)</u>
DeWoody, Terrence K.	Locksmith/Glazier (After 33+ years of service)	FM	08/05/15
Green, Daniel L.	Chief Broadcast Engineer (After 23+ years of service)	CRC	07/01/15

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>			
Aldridge, Daniel T.	Special Projects	07/01/2015	06/30/2016
Al-Hindi, Ihsan J. R.	Campus Patrol	07/01/2015	06/30/2016
Baiz, Louis E	Instructional Assistant	08/11/2015	06/30/2016
Baldrige, Jacqueline Y. A.	Advanced Interpreter	08/22/2015	06/30/2016
Bezinskaya, Tatyana	Beginning Interpreter	08/22/2015	06/30/2016
Bowman, Bonnyjean	Outreach Specialist	08/18/2015	06/30/2016
Caileanu, Larisa R.	Instructional Assistant	08/01/2015	06/30/2016
Carrigan, Richard B.	Asst. Coach-Soccer (W)	08/01/2015	06/30/2016
Chimero, Ashlie N.	Beginning Interpreter	08/22/2015	06/30/2016
Crabtree, Joshua	Asst. Coach-Football	08/01/2015	06/30/2016
Dohmen, Jeanette F.	Beginning Interpreter	08/22/2015	06/30/2016
Evans, Ian D.	Asst. Coach -Soccer (M)	08/01/2015	06/30/2016
Fall, Rheann D.	Asst. Coach-Volleyball (W)	08/01/2015	06/30/2016
Flohr, Molly C.	Beginning Interpreter	08/22/2015	06/30/2016
Gomes, Ryan C.	Asst. Coach-Football	08/01/2015	06/30/2016
Grush, Douglas A.	Assistant Coach	08/01/2015	06/30/2016
Gustafson, Summer D.	Instructional Assistant	08/01/2015	06/30/2016
Gustafson, Summer D.	Special Projects	08/01/2015	06/30/2016
Imbsen, Nancy E.	Clerk III	08/17/2015	06/30/2016
Johnson, Flora L.	Special Projects	07/01/2015	06/30/2016
Johnson, Flora L.	Special Projects	08/01/2015	06/30/2016
Johnson, Michael M.	Assistant Coach	08/01/2015	06/30/2016
Jordan, Shauna C.	Instructional Assistant	07/25/2015	06/30/2016
Karpuk, Olesya V.	Admissions/Records Clerk II	07/24/2015	06/30/2016
Kushner, Jerry T.	Specialty Coach	08/01/2015	06/30/2016
Lockwood, David M.	Clerk I	08/22/2015	06/30/2016
Marshall, Chris D.	Asst. Coach-Football	08/01/2015	06/30/2016
Marshall, Kimberly A.	Special Projects	08/07/2015	06/30/2016
McConniel-Buck, Carol A.	Advanced Interpreter	08/22/2015	06/30/2016
Miller, Michelle A.	Clerk II	08/14/2015	06/30/2016
Mitchell, Mason P.	Asst. Coach-Football	08/01/2015	06/30/2016
Morris, Michael G.	Specialty Coach	08/01/2015	06/30/2016
Okodogbe, Theodore A.	Instructional Assistant	08/17/2015	06/30/2016
Ramey, Emily S.	Art Model	08/01/2015	06/30/2016
Reetz, John P.	Special Projects	08/17/2015	06/30/2016
Richardson, Laurel C.	Student Personnel Assistant	07/01/2015	06/30/2016
Robertson, Sidney T.	Asst. Coach-Football	08/01/2015	06/30/2016
Schumpert, Richard L.	Custodian	07/28/2015	06/30/2016
Skryagina, Yekaterina	Clerk II	08/10/2015	06/30/2016
Spencer, Caitlyn N.	Counseling Clerk I	07/25/2015	06/30/2016

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>End Date</u>
<u>American River College (continued)</u>			
Valadez, Tracey H	Beginning Interpreter	08/22/2015	06/30/2016
Vandermat, Julia A.	Beginning Interpreter	08/22/2015	06/30/2016
Vivian, Kaela	Clerk II	08/10/2015	06/30/2016
Wheeler, Damen K	Specialty Coach	08/01/2015	06/30/2016
Whitcomb, Irene F.	Instructional Assistant	08/01/2015	06/30/2016
WHITE, DONALD LEE	Custodian	07/27/2015	06/30/2016
Winn, Zachary N.	Art Model	07/01/2015	06/30/2016
Xu, Amanda S. F.	Student Personnel Assistant	07/01/2015	06/30/2016
Zwane, Jessica R	Child Dev Ctr Teacher	08/24/2015	06/30/2016

Cosumnes River College

Ansari, Ferishta	Reader/Tutor	08/13/2015	06/30/2016
Baxter, Cassandra L.	Sports Program Director	07/13/2015	06/30/2016
Bhutani, Ashwarya	Bookstore Aide	07/20/2015	06/30/2016
Brandl, Kathleen S.	Instructional Assistant	08/24/2015	06/30/2016
Clark, Brian M.	Athletic Trainer	08/01/2015	06/30/2016
Dinwiddie, Dyllon T.	Campus Patrol	08/17/2015	06/30/2016
Fukuda, Reid T.	Bookstore Aide	07/20/2015	06/30/2016
Hanrahan, Molly P	Sports Program Director	07/01/2015	06/30/2016
Hanrahan, Molly P	Assistant Coach	08/01/2015	06/30/2016
Melis, Michelle T.	Clerk I	08/25/2015	06/30/2016
Moorhouse, Richard J.	Assistant Coach	08/01/2015	06/30/2016
Morgan-Mejia, Patricia R.	Clerk II	08/01/2015	06/30/2016
Nguyen, Thu Thi	Clerk I	08/13/2015	06/30/2016
Pacuraru, Natalia	Instructional Assistant	08/14/2015	06/30/2016
Rojas, Leo R.	Assistant Coach	08/01/2015	06/30/2016
Savage, Stephen	Art Model	07/01/2015	06/30/2016
Wheellock, Jesse J.	Instructional Assistant	07/01/2015	06/30/2016

District Office / Business and Economic Development Center / Facilities Management

Nguyen, Julianne M	Special Projects	08/01/2015	06/30/2016
--------------------	------------------	------------	------------

Folsom Lake College


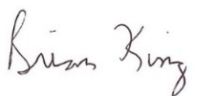
Allen, Michael J.	Art Model	08/06/2015	06/30/2016
Brim, Dustyn T.	Asst. Coach -Soccer (M)	08/01/2015	06/30/2016
Gaytan, Kathleen A.	Special Projects	08/25/2015	06/30/2016
Guzman, Fabiola	Clerk I	07/27/2015	06/30/2016
Hannaford, Kathryn L.	Instructional Assistant	08/22/2015	06/30/2016
Hardesty, Michael B.	Campus Patrol	07/06/2015	06/30/2016
Huynh, Johnny	Clerk II	08/06/2015	06/30/2016
Maclean, Jillian L.	Instructional Assistant	08/20/2015	06/30/2016

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>End Date</u>
<u>Folsom Lake College (continued)</u>			
Molder, Corey Wiley	Bookstore Clerk II	08/17/2015	06/30/2016
Mota, Felix A.	Asst. Coach -Soccer (M)	08/01/2015	06/30/2016
Munanye, Cheryline M.	Student Personnel Assistant	08/01/2015	06/30/2016
Parham, Carrie A	Instructional Assistant	08/20/2015	06/30/2016
Powers, Patrick W.	Asst. Coach-Soccer (W)	08/01/2015	06/30/2016
Pronina, Alina	Clerk I	08/25/2015	06/30/2016
Robinson, Mitzi L.	Student Personnel Assistant	08/01/2015	06/30/2016
Savage, Stephen	Art Model	08/06/2015	06/30/2016
Schmalz, Deena L.	Counseling Clerk II	08/25/2015	06/30/2016
Tarzia, Joshua R.	Admissions/Records Clerk I	08/25/2015	06/30/2016
Woods, Virgil W.	Instructional Assistant	08/01/2015	06/30/2016
<u>Sacramento City College</u>			
Aimin, Emorn	Special Projects	08/17/2015	06/30/2016
Anguiano, Letisia I.	Child Dev Ctr Assoc. Teacher	08/19/2015	06/30/2016
Clark, Jeri E	Special Projects	08/17/2015	06/30/2016
Dang, Tina G	Student Personnel Assistant	08/03/2015	06/30/2016
Devine, Pamela S.	Clerk III	08/01/2015	06/30/2016
Dzioba, Danielle M.	Special Projects	08/10/2015	06/30/2016
Fernandez, Kristen R.	Clerk I	07/01/2015	06/30/2016
Florez, Reynaldo C.	Custodian	08/14/2015	06/30/2016
Fong, Tricia D.	Special Projects	08/17/2015	06/30/2016
Ghaleb, Elham A.	Special Projects	08/17/2015	06/30/2016
Grey, Rhonda G.	Student Personnel Assistant	07/01/2015	06/30/2016
Gunby, Melissa S.	Instructional Assistant	08/04/2015	06/30/2016
Hall, Cathy M.	Special Projects	08/17/2015	06/30/2016
Le, Tung	Campus Patrol	07/01/2015	06/30/2016
Leung, Bruce Kar Chun	Campus Patrol	08/03/2015	06/30/2016
Linares, Fernanda S	Special Projects	08/17/2015	06/30/2016
Marsant, Stanislav P.	Financial Aid Clerk II	08/17/2015	06/30/2016
Mcdonald, David W.	Asst. Coach-Football	08/01/2015	06/30/2016
Oliva-Moreno, Tania	Child Dev Ctr Assoc. Teacher	08/19/2015	06/30/2016
Ramey, Emily S.	Art Model	08/24/2015	06/30/2016
Reyes, Ericson S. R.	Campus Patrol	08/03/2015	06/30/2016
Rodriguez, Nicholas V.	Special Projects	08/12/2015	06/30/2016
Semograd, Sidney Lynn	Special Projects	08/03/2015	06/30/2016
Shafer, Mary P.	Instructional Assistant	08/10/2015	06/30/2016
Stetsenko, Olga V	Clerk I	08/25/2015	06/30/2016
Tanimoto, Eddie M.	Special Projects	08/17/2015	06/30/2016
West, Megan R.	Special Projects	08/16/2015	06/30/2016
Widman, Hannah E.	Asst. Coach-Water Polo (W)	08/01/2015	06/30/2016
Willis, Naoko A	Special Projects	08/17/2015	06/30/2016
Worley, William E	Instructional Assistant	08/24/2015	06/30/2016
Zhang, Songsong	Special Projects	08/17/2015	06/30/2016

# LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: September 9, 2015

<b>SUBJECT:</b>	Universal Transit Pass Voting Eligibility	ATTACHMENT: None	
		ENCLOSURE: None	
<b>AGENDA ITEM:</b>	Action Item A	TYPE OF BOARD CONSIDERATION:	
<b>RECOMMENDED BY:</b>	JP Sherry 	CONSENT/ROUTINE	<input type="checkbox"/>
		FIRST READING	<input type="checkbox"/>
<b>APPROVED FOR CONSIDERATION:</b>	Brian King 	ACTION	X
		INFORMATION	<input type="checkbox"/>

**BACKGROUND:**

Staff has negotiated a tentative agreement with Sacramento Regional Transit (RT) over the terms that will extend the Universal Transit Pass (UTP) program for Los Rios students for five more years. The Los Rios students will vote on whether they seek to extend this program and assess for themselves this benefit at a special election on September 23-24, 2015. Upon the students' approval, Staff will bring the agreement forward to the Board of Trustees for its ultimate approval.

While the program has been successful since its inception in 2004, RT has historically been concerned about the low level of the UTP fee and also with the potential for students to enroll in a single class and then drop a single class to get this pass. As a result, under the new agreement, the pass will only be available to students taking more than three units at any single College. Those taking less than three units will not pay the UTP fee. The fee in the tentative agreement is based on the number of units a student takes and is proposed at \$2.10 per unit to a maximum fee of \$31.50 (for 15 units) per semester. The rate will be adjusted for inflation over time. The agreement also provides that if the legislature increases the maximum fee for parking and transit passes that the rate could be adjusted upwards as well. The agreement provides for a summer pass for a flat rate of \$10 per student and provides for a 50% discount on the regular pass rate (50% of \$100/month) for students who are taking less than three units.

This proposed agreement continues the outstanding program that places an RT pass worth \$500 in every student's hands each semester and assists students in overcoming the third highest obstacle to college access behind tuition and books. RT's board approved the tentative agreement at RT's July meeting subject to the students' vote. The Los Rios Board of Trustees will be asked for its approval after the student vote.

**STATUS:**

Education Code section 76361 provides that the Board of Trustees may require all students to pay a fee for transportation services if the majority of the students approve that fee in a student election. Where the fee only applies to students that take more than a minimum number of units, the Education Code further requires the Board of Trustees to determine the specified number of units for which all students taking that number of units (or more) must pay

the fee. Upon the Board of Trustees' determination, only those students who are taking that number of units or more are allowed to vote in the election to approve the fee.

Based on the tentative agreement, only students taking more than three units in a semester are required to pay the fee and thus would have the right to vote on the proposed contract. Students taking less than three units would not pay the fee and will not be able to vote on this proposition in the special election. This number is based on the number of units at each College (i.e. if a student does not take more than three units at any one College, they are not eligible for the pass and cannot be assessed the fee).

**RECOMMENDATION:**


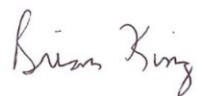
It is recommended that the Board of Trustees set the number of units a student must take per semester to qualify for and pay for the UTP pass as those students enrolled in more than three units at any single Los Rios College during the semester.



# LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: September 9, 2015

<b>SUBJECT:</b>	Appointment of Los Rios Representative to the Capital Adult Education Regional Consortium	ATTACHMENT: NONE	
		ENCLOSURE: NONE	
<b>AGENDA ITEM:</b>	Action Item B	TYPE OF BOARD CONSIDERATION:	
<b>RECOMMENDED BY:</b>	Susan Lorimer 	CONSENT/ROUTINE	
		FIRST READING	
<b>APPROVED FOR CONSIDERATION:</b>	Brian King 	ACTION	X
		INFORMATION	

**BACKGROUND:**

Assembly Bill 86 (AB 86), passed in July 2013, provided \$25 million in grant funding to the Chancellor of the California Community Colleges and the State Department of Education for regions to rethink and redesign their educational systems to better serve California adult education students. In the Sacramento region, the Capital Adult Education Regional Consortium (CAERC) was formed to include the 4 Los Rios colleges, 11 school districts, 2 county offices of education, and 22 partners. CAERC’s AB 86 Comprehensive Regional Plan was completed in spring 2015 and approved by the California Community College Chancellor’s Office.

The 2015-16 state budget includes \$500 million in new funding for adult education, allocated from Proposition 98 General Fund revenue. Assembly Bill 104 (AB 104) outlines requirements for distribution of the Adult Education Block Grant Funds. For this fiscal year, approximately \$337 million will be distributed to school districts and county offices of education based on maintenance of effort (MOE) from their 2012-13 funded programs and services, and the remaining amount will be distributed to consortia. CAERC member school districts and county offices of education received \$5,024,847 MOE funds. In order for CAERC to qualify to receive the remaining consortium allocation of \$5,496,881 “beyond MOE funds,” each member institution must have its governing board appoint a single representative to CAERC and has the option to appoint alternate representatives for instances when the primary representative is unable to attend official CAERC meetings. Board approval of the primary and alternate representatives and CAERC approval of a Governance Plan must be completed no later than October 31, 2015.

**STATUS:**

During CAERC’s planning grant phase, Vice Chancellor Sue Lorimer served as CAERC Co-Chair and each Los Rios college had a designated CAERC representative. Although AB 104 limits each community college district to a single member representative and optional alternates, CAERC’s Governance Plan proposes a voting structure in which each member school district and county office of education will have a single vote and Los Rios will have four votes (one for each college). College representatives may still attend CAERC meetings and are committed to doing so.

**RECOMMENDATION:**

It is recommended that the Board of Trustees approve the appointments of Vice Chancellor Sue Lorimer as the Los Rios member representative and Associate Vice Chancellor of Instruction Jamey Nye and Associate Vice Chancellor of Finance Rose Ramos as alternate representatives to the Capital Adult Education Regional Consortium.

# LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: September 9, 2015

<b>SUBJECT:</b>	Resolution No. 2015-19: Budget Revision No. 3 and EPA Allocations 2014-15	ATTACHMENT: None	
		ENCLOSURE: None	
<b>AGENDA ITEM:</b>	Action Item C	TYPE OF BOARD CONSIDERATION:	
<b>RECOMMENDED BY:</b>	Theresa Matista <i>Theresa Matista</i>	CONSENT/ROUTINE	<input type="checkbox"/>
		FIRST READING	<input type="checkbox"/>
<b>APPROVED FOR CONSIDERATION:</b>	Brian King <i>Brian King</i>	ACTION	X
		INFORMATION	<input type="checkbox"/>

**BACKGROUND:**

At its June 10, 2015 meeting, the Board of Trustees approved budget revision #2 to the District's 2014-15 budget. Subsequent to that, the Chancellors' Office of California Community Colleges issued the second principal apportionment (P2) with revenue that exceeded the level of the revised budget. In addition, there were minor increases in other areas of the general fund, including restricted revenues. For the Capital Projects fund, the District received authorization to increase State funding for Phase II of the Davis Center.

Pursuant to the provisions and restriction of Title 5 California Code of Regulations, section 58307, the Board of Trustees may authorize, by means of Resolution, budgetary transfers to align the District budget to facilitate the closing of the District's financial records at the fiscal year end.

Additionally with the second principal apportionment, the District was notified that the amount of Education Protection Account (EPA) funds for 2014-15 was higher than the advance apportionment amount that was used as the basis for the 2014-15 adopted budget item for EPA funds.

**STATUS:**

The District received notice of an additional \$1,338,949 in revenues for the General fund following budget revision #2. Schedules I and II detail the sources and uses of those funds. The Capital Outlay Projects Fund (schedule III) reflects the increased authorization from the State for the Davis Center as well as additional inter fund transfers, primarily from the General fund as a result of some of the increased revenues for that fund.

The Chancellor's Office of the California Community Colleges (CCCCO) distributes EPA funds to districts based upon their proportionate share of total computational revenue. This basis results in a more equitable distribution of EPA rather than distributing on the relative share of general apportionment. For 2014-15, EPA funds accounted for 16.5% of the total State-wide revenue. As of June 2015, Los Rios' share was \$47,868,841, up from the \$40,638,016 estimated by the Chancellor's Office at the Advance apportionment in August, 2014. Districts have sole authority to determine how the moneys received from the EPA are spent, provided that the governing board makes these spending determinations in open session of a public meeting of the

governing board and with the limitation that EPA funds cannot be used to pay administrative salaries and benefits and other administrative costs. Each entity receiving funds must annually publish on its internet web site an accounting of how much money was received from the EPA and how that money was spent. Additionally, the annual independent financial and compliance audit required of community colleges shall ascertain and verify whether the funds provided from the EPA have been properly disbursed and expended as required by law. Consistent with the recommendation adopted by the Board last September, staff recommends that the additional EPA funds be designated to support compensation costs for classroom instruction services for both faculty and classified staff.

**RECOMMENDATION:**

It is recommended that the Board of Trustees adopt Resolution No. 2015-19 authorizing the increase in General Fund revenues and appropriations of \$1,338,949 and the increase in Capital Outlay Projects Fund revenues and appropriations of \$2,761,891.

Additionally, it is recommended that the Board of Trustees ratify the use of the additional \$7,230,825 in EPA funds for 2014-15 for compensation cost for classroom instruction services for both faculty and classified staff.



# LOS RIOS COMMUNITY COLLEGE DISTRICT

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

## RESOLUTION

№ 2015-19

### Authorizing Business Services to Process Transfers as Specified Herein for the Close of Los Rios Community College District's Fiscal Year 2014-15

**WHEREAS**, Title 5 California Code of Regulations, section 58307 provides for transfer of funds between expenditure classifications by resolution of the Board of Trustees.

**WHEREAS**, the Board of Trustees by authority of Title 5 California Code of Regulations, section 58307 can grant Business Services of the District authority to make budgetary transfers to align the District budget, to make financial transfers between fund groups, and financial adjustments to facilitate operations and closing of the District's financial records at fiscal year-end; and

**WHEREAS**, this transfer authority, with the requirement to maintain a record of activity known as Budget Revision #3, is requested for the fiscal year 2014-15, for the following specific transactions:

1. Increase in General Fund Revenues and Appropriations of \$1,338,949 and
2. Increase in Capital Outlay Projects Fund Revenues and Appropriations of \$2,761,891: Now, therefore,

**BE IT RESOLVED** that the Board of Trustee of the Los Rios Community College District, provides Business Services the transfer authority requested for the period and transactions noted above and with the understanding that a record of activity will be maintained.

**PASSED AND ADOPTED** by the Board of Trustees of the Los Rios Community College District, this ninth day of September 2015 by the following votes:

AYES:	NAYES:	ABSENT:
-------	--------	---------

\_\_\_\_\_  
Dustin Johnson, Board President

*Attest:*

\_\_\_\_\_  
Brian King  
Chancellor and Secretary to the Board

**LOS RIOS COMMUNITY COLLEGE DISTRICT  
GENERAL FUND  
BUDGET REVISION # 3  
2014-2015**

	<b>REVISED BUDGET 6/10/2015</b>	<b>BUDGET MODIFICATIONS</b>	<b>REVISED BUDGET 8/26/2015</b>
<b>BEGINNING FUND BALANCE, JULY 1</b>			
Uncommitted	\$ 10,249,904	\$ -	\$ 10,249,904
Committed	17,296,722	-	17,296,722
Restricted	3,757,322	-	3,757,322
<b>TOTAL BEGINNING FUND BALANCE</b>	<b>31,303,948</b>	<b>-</b>	<b>31,303,948</b>
<b>REVENUE:</b>			
<b>GENERAL PURPOSE</b>			
Apportionment, Property Taxes and Enrollment Fees	262,465,229	602,940	263,068,169
Lottery Funds	6,507,342	102,602	6,609,944
Apprentice/Other General Purpose/Interfund Transfers	19,276,020	429,610	19,705,630
<b>TOTAL GENERAL PURPOSE</b>	<b>288,248,591</b>	<b>1,135,152</b>	<b>289,383,743</b>
<b>RESTRICTED/SPECIAL PROGRAMS REVENUES</b>	<b>57,541,896</b>	<b>203,797</b>	<b>57,745,693</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>345,790,487</b>	<b>1,338,949</b>	<b>347,129,436</b>
<b>TOTAL REVENUE, TRANSFERS AND BEGINNING FUND BALANCE</b>	<b>\$ 377,094,435</b>	<b>\$ 1,338,949</b>	<b>\$ 378,433,384</b>
<b>APPROPRIATIONS:</b>			
Academic Salaries	\$ 146,336,152	\$ -	\$ 146,336,152
Classified Salaries	77,119,782	202,884	77,322,666
Employee Benefits	68,231,636	100,833	68,332,469
Books, Supplies & Materials	11,782,176	-	11,782,176
Other Operating Expenses	32,002,359	132,763	32,135,122
Capital Outlay	13,654,027	-	13,654,027
Other Outgo	10,523,622	902,469	11,426,091
<b>TOTAL APPROPRIATIONS AND TRANSFERS</b>	<b>359,649,754</b>	<b>1,338,949</b>	<b>360,988,703</b>
<b>ENDING FUND BALANCE, JUNE 30</b>			
Uncommitted	10,249,904	-	10,249,904
Committed	5,663,397	-	5,663,397
Restricted	1,531,380	-	1,531,380
<b>TOTAL ENDING FUND BALANCE</b>	<b>17,444,681</b>	<b>-</b>	<b>17,444,681</b>
<b>TOTAL APPROPRIATIONS AND ENDING FUND BALANCE</b>	<b>\$ 377,094,435</b>	<b>\$ 1,338,949</b>	<b>\$ 378,433,384</b>

Note: Maximum funded level (Z Budget)

**LOS RIOS COMMUNITY COLLEGE DISTRICT  
RESTRICTED/SPECIAL PROGRAMS REVENUES  
Budget Revision #3  
2014-2015**

	<b>REVISED BUDGET 6/10/2015</b>	<b>BUDGET MODIFICATIONS</b>	<b>REVISED BUDGET 8/26/2015</b>
Student Parking Fees & Fines, Universal Transit Pass	\$ 4,875,000	\$ -	\$ 4,875,000
<b>Federal:</b>			
Perkins 1C <i>formerly VTEA</i>	\$ 2,915,121	\$ -	\$ 2,915,121
Career Technical Education (CTE) Transitions	173,076	-	173,076
Federal Work Study (FWS)	1,661,994	-	1,661,994
Temporary Assistance to Needy Families (TANF)	413,252	-	413,252
TANF Work Study Program	576,850	-	576,850
Workability III - Department of Rehabilitation (DOR) Cooperative	211,465	-	211,465
Small Business Administration-Small Business Development Center (SBDC)	9,608	-	9,608
Child Development Training Consortium (CDTC)	72,463	-	72,463
Foster Care Program	165,218	-	165,218
Sacramento Employment & Training Agency-Vet Educ Assist Prgm-Utility Line Worker	86,786	-	86,786
Youth Empowerment Strategies For Success - Independent Living Program (ILP)	22,500	-	22,500
State Trade Export Promotion (STEP) Grant	54,498	-	54,498
College to Careers (DOR)	251,370	-	251,370
US Department of Education - TRIO Student Support Services	252,225	-	252,225
Regional Consortia Perkins Title 1B - Butte College	7,884	-	7,884
California Early Childhood Mentor	15,319	-	15,319
Northern California Central Valley Rural Trade Initiative	79,878	-	79,878
<b>Total Federal</b>	<b>\$ 6,969,507</b>	<b>\$ -</b>	<b>\$ 6,969,507</b>
<b>State:</b>			
Extended Opportunity Programs and Services (EOPS)	\$ 3,372,634	\$ -	\$ 3,372,634
Cooperative Agencies Resources for Education Programs (CARE)	438,274	-	438,274
Disabled Student Programs and Services (DSPS)	5,052,698	(27,883)	5,024,815
Student Success and Support Program (SSSP) <i>formerly Matriculation</i>	9,676,551	-	9,676,551
Board of Governors Financial Asst Prgm Admin. Allowance (BFAP)	2,895,453	25,427	2,920,880
CalWORKS	1,760,802	(14,355)	1,746,447
Student Equity	3,249,977	-	3,249,977
Basic Skills Initiative (BSI)	1,334,370	-	1,334,370
Mathematics, Engineering, Science Achievement (MESA)	165,862	-	165,862
Economics Workforce Development (EWD) Ctr International Trade Development (CITD)	372,585	5,000	377,585
EWD Statewide Centers of Excellence (CTXL) Hub	379,806	-	379,806
Career Technical Education (CTE) Grants	2,679,913	-	2,679,913
Foster Care Program	165,218	12,500	177,718
Staff Diversity	34,987	-	34,987
Enrollment Growth Assoc Degree in Nursing II -Yr 1 & 2	445,431	(849)	444,582
Deputy Sector Navigator (DSN): Health	431,055	-	431,055
Common Course Numbering System	-	200,000	200,000
Lottery (Restricted, Proposition 20)	1,531,380	-	1,531,380
State Instructional Equipment Funds (SIEF)	3,772,850	-	3,772,850
AB86 Adult Education Consortium Planning Grant	633,189	-	633,189
California Community College Chancellor's Office (CCCCO) DSN - Butte Comm College	96,929	-	96,929
California Energy Commission Alternative & Renewable Fuel & Vehicle Technology	126,514	-	126,514
SETA RICO	100,000	-	100,000
Linked Learning Pilot Program - SB1070 / AB790 (Fiscal agent)	3,000,000	-	3,000,000

**LOS RIOS COMMUNITY COLLEGE DISTRICT  
RESTRICTED/SPECIAL PROGRAMS REVENUES  
Budget Revision #3  
2014-2015**

	<b>REVISED BUDGET 6/10/2015</b>	<b>BUDGET MODIFICATIONS</b>	<b>REVISED BUDGET 8/26/2015</b>
Southern California Biotechnology - San Diego Community College District	36,000	-	36,000
Rancho Santiago NetLabs - CCCCCO EWD	48,571	-	48,571
Prop 39 Program Improvement	272,591	-	272,591
Faculty Entrepreneurship Mini-Grant (DSN - Woodland Community College)	17,500	(2,008)	15,492
Other State	17,064	-	17,064
<b>Total State</b>	<b>\$42,108,204</b>	<b>\$ 197,832</b>	<b>\$ 42,306,036</b>
<b>Local:</b>			
Training Source Contracts	\$ 2,535,281	\$ (92,115)	\$ 2,443,166
Central Valley New Car Dealers Association (CVNCDA)	41,018	5,000	46,018
Ethics Symposium - CRC - Wagenlis	26,934	-	26,934
Awards for Innovation Application Development Grant	30,000	-	30,000
Sacramento Municipal Utility District (SMUD)	8,289	-	8,289
Mathematics, Engineering, Science Achieve (MESA)/Teichert LRCCD	5,000	-	5,000
Career Ladders Project - CCC Linked Learning Initiative (CCLLI)	43,294	-	43,294
Foundation Grants & Gifts	128,990	6,394	135,384
Nursing Grants Emergency Funds	19,878	-	19,878
Sutter Nursing Program	317,996	410	318,406
University of California Davis Programs	9,836	-	9,836
City of Nevada	5,000	-	5,000
Sacramento Employment & Training Agency (SETA)	10,618	-	10,618
Center for International Trade Development (CITD) Program Income	53,642	6,500	60,142
Center of Excellence (COE) Program Income	159,405	(4,224)	155,181
Small Business Development Ctr (SBDC)/California Community Colleges (CCC)	10,232	-	10,232
Prepare Veterans for Employment	21,075	-	21,075
Statewide Academic Senate	26,996	-	26,996
ARC Instructionally Related Trust	76,786	-	76,786
Workplace Learning Resource (WPLR) Program Income	27,196	-	27,196
Siemen Corp Grant	10,000	-	10,000
Other Local	21,719	84,000	105,719
<b>Total Local</b>	<b>\$ 3,589,185</b>	<b>\$ 5,965</b>	<b>\$ 3,595,150</b>
<b>TOTAL RESTRICTED REVENUE/SPECIAL PROGRAMS</b>	<b>\$57,541,896</b>	<b>\$ 203,797</b>	<b>\$ 57,745,693</b>



**LOS RIOS COMMUNITY COLLEGE DISTRICT  
CAPITAL OUTLAY PROJECTS FUND  
BUDGET REVISION # 3  
2014-2015**

	<u>REVISED BUDGET 6/10/2015</u>	<u>BUDGET MODIFICATIONS</u>	<u>REVISED BUDGET 8/26/2015</u>
<b>BEGINNING FUND BALANCE, JULY 1</b>			
Uncommitted	\$ 3,216,581	\$ -	\$ 3,216,581
Board Designated - Budget Shortfall Reserve	10,033,946	-	10,033,946
Committed Funds/Projects in Progress	65,910,268	-	65,910,268
<b>TOTAL BEGINNING FUND BALANCE</b>	<u><b>79,160,795</b></u>	<u><b>-</b></u>	<u><b>79,160,795</b></u>
<b>REVENUE:</b>			
State	13,916,473	1,588,780	15,505,253
Local	1,410,769	-	1,410,769
Interfund Transfers In	7,598,008	1,173,111	8,771,119
<b>TOTAL REVENUE AND TRANSFERS</b>	<u><b>22,925,250</b></u>	<u><b>2,761,891</b></u>	<u><b>25,687,141</b></u>
<b>TOTAL REVENUE, TRANSFERS AND BEGINNING FUND BALANCE</b>	<u><b>\$ 102,086,045</b></u>	<u><b>\$ 2,761,891</b></u>	<u><b>\$ 104,847,936</b></u>
<b>APPROPRIATIONS:</b>			
Supplies and Materials	\$ 29,063	\$ (1,016)	\$ 28,047
Other Operating Expenses and Services	6,552,419	17,523	6,569,942
Capital Outlay	79,974,997	2,745,384	82,720,381
Interfund Transfers Out	6,587,039	-	6,587,039
<b>TOTAL APPROPRIATIONS/TRANSFERS</b>	<u><b>93,143,518</b></u>	<u><b>2,761,891</b></u>	<u><b>95,905,409</b></u>
<b>ENDING FUND BALANCE, JUNE 30</b>			
Uncommitted	3,216,581	-	3,216,581
Board Designated - Budget Shortfall Reserve	5,725,946	-	5,725,946
<b>TOTAL ENDING FUND BALANCE</b>	<u><b>8,942,527</b></u>	<u><b>-</b></u>	<u><b>8,942,527</b></u>
<b>TOTAL APPROPRIATIONS AND ENDING FUND BALANCE</b>	<u><b>\$ 102,086,045</b></u>	<u><b>\$ 2,761,891</b></u>	<u><b>\$ 104,847,936</b></u>

# LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: September 9, 2015

<b>SUBJECT:</b>	Resolution No. 2015-20: College Promise Campaign	ATTACHMENT: Yes	
		ENCLOSURE: None	
<b>AGENDA ITEM:</b>	Action Item D	TYPE OF BOARD CONSIDERATION:	
<b>RECOMMENDED BY:</b>	Brian King <i>Brian King</i>	CONSENT/ROUTINE	
		FIRST READING	
<b>APPROVED FOR CONSIDERATION:</b>	Brian King <i>Brian King</i>	ACTION	X
		INFORMATION	

**BACKGROUND:**

Earlier this year, President Obama announced an initiative to make two years of community college free to all students who are working toward a certificate or associate’s degree. The Obama Administration’s effort followed the actions of California’s political and higher education leaders, who have worked diligently for years to keep down the cost of a community college education. Indeed, California’s master plan has always envisioned free higher education, even as the state has struggled with the volatility of state funding. Today, more than 60 percent of California students qualify for a waiver for all fees, but thousands of students still cannot afford a community college education due to the high cost of living, textbooks and transportation. In addition, they live complicated lives as they juggle full- and part-time jobs, caring for their children, their spouses and, in some cases, their parents and in-laws.

**STATUS:**

On Wednesday, September 9, 2015, President Obama is expected to launch the College Promise Campaign, renewing his effort to secure free community college for all Americans. The focus of the campaign is not to simply enroll more students, but to graduate more students and help them succeed inside and out of the classroom. The proposal calls for using community resources and energy to engage and embrace proven methods to achieve student success, including K-12-to-college partnerships and pathways efforts, dual enrollment programs for high school students, coaching and mentoring programs. The goal is to rally Californians to support free community college tuition and fees and other like-minded efforts to help all students willing to work for an associate’s degree or certificate.

**RECOMMENDATION:**

It is recommended that the Board of Trustees adopt Resolution No. 2015-20, declaring its support for President Obama’s College Promise Campaign and any and all efforts to keep community college affordable and debt-free for all students.



# LOS RIOS COMMUNITY COLLEGE DISTRICT

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

## RESOLUTION

№ 2015-20

### Support for College Promise Campaign

**WHEREAS**, President Obama has just announced a renewed effort to implement his College Promise Campaign – an initiative to provide two free years of community college tuition and fees for as many deserving students as possible; and

**WHEREAS**, for years, California’s political and higher education leaders have worked hard to keep down the cost of a community college education, and our state master plan has always envisioned free higher education, even as we have struggled with the volatility of state funding; and

**WHEREAS**, thousands of students cannot afford the full price of a community college education, as they juggle lives complicated by full- and part-time jobs, caring for their children, their spouses and, in some cases, their parents and in-laws; and

**WHEREAS**, more than 60 percent of California’s community college students are eligible for a waiver of their academic fees, but college costs much more when you add up other big-ticket items such as living expenses, textbooks and transportation; and

**WHEREAS**, nearly two-thirds of Los Rios’ student population – 63 percent – report that they are below the poverty level or low income, a percentage that continues to rise, and a significant majority of the student body – nearly 60 percent – comprises minorities, multi-race and other groups historically underrepresented in colleges and universities; and

**WHEREAS**, the focus of any debt-free student effort is not to simply enroll more students, but to graduate more students and help them succeed inside and out of the classroom, by using community resources and energy to engage and embrace proven methods to achieve student success, including K-12-to-college partnerships and pathways efforts, dual enrollment programs for high school students, and coaching and mentoring programs and other proven approaches: Now, therefore,

**BE IT RESOLVED** that Californians rally to support free community college and other like-minded efforts to help *all students* willing to work for an associate’s degree or certificate; and

**BE IT FURTHER RESOLVED** that the Los Rios Community College District applauds the president for his College Promise Campaign and is a committed and enthusiastic supporter of any and all efforts to keep community college affordable and debt-free for all students.

**PASSED AND ADOPTED** as Los Rios Community College District Resolution № 2015-20 this ninth day of September, 2015, by the following called vote:

AYES	NOES	ABSENT
------	------	--------

*Attest:*

\_\_\_\_\_  
Dustin Johnson, Board President

\_\_\_\_\_  
Brian King, Chancellor and Secretary to the Board

# LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: September 9, 2015

<b>SUBJECT:</b>	2015-16 Education Protection Account Expenditure Plan	ATTACHMENT: None	
		ENCLOSURE: None	
<b>AGENDA ITEM:</b>	Action Item E	TYPE OF BOARD CONSIDERATION:	
<b>RECOMMENDED BY:</b>	Theresa Matista <i>Theresa Matista</i>	CONSENT/ROUTINE	
		FIRST READING	
<b>APPROVED FOR CONSIDERATION:</b>	Brian King <i>Brian King</i>	ACTION	X
		INFORMATION	

**BACKGROUND:**

Proposition 30, The Schools and Local Public Safety Protection Act of 2012, passed in November 2012. This proposition temporarily raises the State sales and use tax by .25 cents for four years and raises the income tax rate for high income earners (\$250,000 for individuals and \$500,000 for couples) for seven years to provide continuing funding for local school districts and community colleges. The Education Protection Account (EPA) was created in the State’s General Fund to receive and disburse these temporary tax revenues. Funds from the EPA are not new or increased resources for districts. Rather EPA replaces base State General apportionment. In essence, the three revenue sources traditionally supporting California Community Colleges: general apportionment, local property taxes, and student enrollment fees, now include a fourth source, EPA. EPA funds are paid quarterly.

Districts have sole authority to determine how the moneys received from the EPA are spent, provided that the governing board makes these spending determinations in open session of a public meeting of the governing board and with the limitation that EPA funds cannot be used to pay administrative salaries and benefits and other administrative costs. Each entity receiving funds must annually publish on its internet web site an accounting of how much money was received from the EPA and how that money was spent. Additionally, the annual independent financial and compliance audit required of community colleges shall ascertain and verify whether the funds provided from the EPA have been properly disbursed and expended as required by law. Expenses incurred to comply with these additional audit requirements may be paid from the EPA.

**STATUS:**

The Chancellor’s Office of the California Community Colleges (CCCCO) distributes EPA funds to districts based upon their proportionate share of total computational revenue. This basis results in a more equitable distribution of EPA rather than distributing on the relative share of general apportionment.

For 2015-16, the estimated amount of EPA funds the District is scheduled to receive is \$43,957,318. As was the case for 2014-15, the amount may change as the year progresses and entitlements modified. The Board must adopt its plan for the use of the funds as described in

the background section relying on the best information available. Consistent with the message to voters that Proposition 30 would allow districts to maintain their instructional programs and the requirement that EPA not be used for administrative costs; staff recommends that EPA funds be designated as supporting compensation costs for classroom instruction services for both faculty and classified staff. Over the course of the year classroom instructional salaries and benefits up to the actual amount received for EPA will be transferred to separate accounts within the unrestricted general fund to identify those costs as funded by EPA.

**RECOMMENDATION:**

It is recommended that the Board of Trustees adopt for the 2015-16 fiscal year the plan to designate compensation costs for classroom instruction as funded by EPA. Upon approval, the District will update its website to reflect the Board's action.

# LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: September 9, 2015

<b>SUBJECT:</b>	Public Hearing: Adoption of 2015-16 Proposed Budgets	ATTACHMENT: Yes	
		ENCLOSURE: Budget Book	
<b>AGENDA ITEM:</b>	Action Item F	TYPE OF BOARD CONSIDERATION:	
<b>RECOMMENDED BY:</b>	Theresa Matista <i>Theresa Matista</i>	CONSENT/ROUTINE	
		FIRST READING	
<b>APPROVED FOR CONSIDERATION:</b>	Brian King <i>Brian King</i>	ACTION	X
		INFORMATION	

**BACKGROUND:**

The tentative budget for the General Fund for 2015-16, adopted by the Board of Trustees in June, has been revised. The revised budget reflects the enacted State budget for 2015-16 which was signed by the Governor on June 24. The Board is required to hold a public hearing on the proposed budget for the fiscal year on or before the 15th day of September. Subsequent budget revisions will be brought to the Board as needed, but are typically presented at least twice during the year.

The Governor’s May Revise proposal for California Community Colleges was the basis for the tentative budget. The enacted budget is very similar to the May Revise with Growth (Access) funding at 3% and the cost of living adjustment (COLA) at 1.02%. The full-time faculty allocation was reduced from \$75 million to \$62.3 million. The primary changes in categorical line items included Student Equity funding at \$85 million rather than \$115 million and Extended Opportunity Programs and Services (EOPS) received a \$33.7 million augmentation.

In addition to the Mandated Programs Block Grant funding which is for budget year costs, the enacted budget includes a one-time allocation of \$604 million toward reducing the State’s liabilities for prior year mandated cost claims. This funding will be allocated on an FTES basis rather than based on actual claims. The District is projected to receive \$28.9 million from this allocation.

Even with the 2015-16 appropriation for access, the system is still funded below the 2008-09 service level. Access in 2015-16 is allocated on the basis of the new formula for the distribution of growth funding to districts that uses factors such as adult population without a college degree and unemployment rates. The intent is to align community college funding with each community’s need for access to community colleges.

Excluding growth funds which must be earned, the District anticipates approximately \$53.9 million more in funding for 2015-16 compared to 2014-15. Of that, \$27.2M is continuing and \$26.7 million is one-time funding. Under the three revenue scenarios, the Z budget revenue level can be achieved if the District can grow sufficiently to earn its cap at 2.29%. The Y budget

scenario still reflects growth funding at 2%. All three scenarios include a projected deficit for 2015-16. The system still has a structural deficit primarily attributable to stability restoration from prior years. All three scenarios are updated to reflect amounts recognized for the 2014-15 fiscal year. As it was in the tentative budget, the general fund budget is balanced without reliance on reserves from the Capital Projects fund. The District is operating at the X budget level although some funds have been allocated for additional sections. The X budget is the District's base funding for the year in addition to COLA, the base augmentation and other revenues which do not need to be earned. Should the District not achieve its growth goals during 2015-16, the X budget is the level of funding that the State would maintain the District at for one year should it report a decline in enrollment. One note is that the X budget base funding reflects the 2014-15 funded level at the 2nd principal apportionment. The final calculation for 2014-15 will not be released until late January 2016.

**RECOMMENDATION:**

It is recommended that the Board of Trustees conduct a public hearing to receive comments on the proposed budgets and adopt the 2015-16 proposed budgets for the General Fund (Z budget), Instructionally-Related, Special Revenue, Capital Projects, Debt Service, Enterprise, Internal Service, Fiduciary, Trust and Auxiliary Funds of the District for filing with the appropriate County/State agencies.

**LOS RIOS COMMUNITY COLLEGE DISTRICT**  
**General Fund**  
**2015-2016 Adopted Budget**

**Schedule I**

	<b>X MINIMUM FUNDING</b>	<b>Y MID-RANGE</b>	<b>Z BUDGET MAXIMUM OPTIMISTIC</b>
<b>BEGINNING FUND BALANCE, JULY 1:</b>			
Uncommitted	\$ 10,751,623	\$ 10,751,623	\$ 10,751,623
Committed	20,188,144	20,188,144	20,188,144
Restricted	4,095,064	4,095,064	4,095,064
<b>Total Beginning Fund Balance</b>	<b>35,034,831</b>	<b>35,034,831</b>	<b>35,034,831</b>
<b>REVENUES:</b>			
Base Revenue	183,621,298	183,621,298	183,621,298
Cost of Living Adjustment (COLA)/Basic Allocation	16,036,853	16,036,853	16,036,853
State Apportionment - Growth	-	4,870,000	5,520,040
Enrollment Fees and Property Taxes	78,966,919	78,966,919	78,966,919
<b>Total Base Allocation, COLA &amp; Growth</b>	<b>278,625,070</b>	<b>283,495,070</b>	<b>284,145,110</b>
Lottery	5,380,000	6,399,205	7,414,112
<b>Other Revenue:</b>			
Non-Resident/International Student Tuition	4,141,384	4,141,384	4,141,384
Other State	4,820,036	4,820,036	4,820,036
Mandate Block Grant/Mandate Past Claims	31,340,788	31,340,788	31,340,788
Community Services	1,208,074	1,208,074	1,208,074
Other Income	2,564,784	2,564,784	2,564,784
Interfund Transfers, Other	521,763	521,763	521,763
<b>Total Other Revenue</b>	<b>44,596,829</b>	<b>44,596,829</b>	<b>44,596,829</b>
<b>Total General Purpose Revenue</b>	<b>328,601,899</b>	<b>334,491,104</b>	<b>336,156,051</b>
Special Program Revenue	60,008,611	60,008,611	60,008,611
<b>Total Revenue</b>	<b>388,610,510</b>	<b>394,499,715</b>	<b>396,164,662</b>
<b>Total Revenue &amp; Beginning Fund Balance</b>	<b>\$ 423,645,341</b>	<b>\$ 429,534,546</b>	<b>\$ 431,199,493</b>
<b>APPROPRIATIONS:</b>			
Current Operational Level	\$ 363,833,749	\$ 363,833,749	\$ 363,833,749
Program and Salary Improvement	43,285,845	49,175,050	50,839,997
<b>Total Appropriations</b>	<b>407,119,594</b>	<b>413,008,799</b>	<b>414,673,746</b>
<b>ENDING FUND BALANCE, JUNE 30:</b>			
Uncommitted	10,751,623	10,751,623	10,751,623
Committed	3,898,144	3,898,144	3,898,144
Restricted	1,875,980	1,875,980	1,875,980
<b>Total Ending Fund Balance</b>	<b>16,525,747</b>	<b>16,525,747</b>	<b>16,525,747</b>
<b>Total Appropriations &amp; Ending Fund Balance</b>	<b>\$ 423,645,341</b>	<b>\$ 429,534,546</b>	<b>\$ 431,199,493</b>



**LOS RIOS COMMUNITY COLLEGE DISTRICT** **Schedule II**  
**Other Governmental Funds - General Fund Sub-Fund and Special Revenue**  
**2015-2016 Adopted Budget**

DESCRIPTION	INSTRUCTIONALLY RELATED ACTIVITIES FUND	CHILD DEVELOPMENT FUND
<b>Beginning Fund Balance, July 1:</b>		
Uncommitted	\$ 3,823,811	\$ 301,272
<b>Total Beginning Fund Balance</b>	3,823,811	301,272
<b>Revenues:</b>		
Federal	-	105,000
State	-	1,352,791
Local	1,463,200	97,600
Interfund Transfers In	640,388	585,680
<b>Total Revenues</b>	2,103,588	2,141,071
<b>Total Revenues and Beginning Fund Balance</b>	<b>\$ 5,927,399</b>	<b>\$ 2,442,343</b>
<b>Appropriations:</b>		
Academic Salaries	\$ 15,300	\$ -
Classified Salaries	108,620	1,268,735
Employee Benefits	7,630	710,397
Books, Supplies, and Food	828,771	130,553
Other Operating Expenses	1,079,795	26,386
Capital Outlay	2,000	5,000
Interfund Transfers Out	53,744	-
Payments to Students	7,728	-
<b>Total Appropriations</b>	2,103,588	2,141,071
<b>Ending Fund Balance, June 30:</b>		
Uncommitted	3,823,811	301,272
<b>Total Ending Fund Balance</b>	3,823,811	301,272
<b>Total Appropriations and Ending Fund Balance</b>	<b>\$ 5,927,399</b>	<b>\$ 2,442,343</b>

**LOS RIOS COMMUNITY COLLEGE DISTRICT**  
**Other Governmental Funds - Capital Projects Funds**  
**2015-2016 Adopted Budget**

**Schedule III**

DESCRIPTION	CAPITAL OUTLAY PROJECTS FUND	BOND PROJECTS FUNDS*
<b>Beginning Fund Balance, July 1:</b>		
Uncommitted	\$ 3,221,244	\$ -
Board Designated - Budget Shortfall Reserve	10,033,946	-
Committed/Projects in Progress	69,763,301	38,426,109
<b>Total Beginning Fund Balance</b>	<b>83,018,491</b>	<b>38,426,109</b>
<b>Revenues:</b>		
Federal	-	-
State	17,890,096	-
Local, including Interest Income	5,098,762	100,000
Interfund Transfers In	22,907,121	
Total Revenues	45,895,979	100,000
<b>Total Revenues and Beginning Fund Balance</b>	<b>\$ 128,914,470</b>	<b>\$ 38,526,109</b>
<b>Appropriations:</b>		
Capital Outlay	\$ 115,006,880	\$ 38,491,109
Interfund Transfers Out/Other	652,400	-
Bond Issuance and Service Costs	-	35,000
Total Appropriations	115,659,280	38,526,109
<b>Ending Fund Balance, June 30:</b>		
Uncommitted	3,221,244	-
Board Designated - Budget Shortfall Reserve	10,033,946	-
<b>Total Ending Fund Balance</b>	<b>13,255,190</b>	<b>-</b>
<b>Total Appropriations and Ending Fund Balance</b>	<b>\$ 128,914,470</b>	<b>\$ 38,526,109</b>

\* Appropriations in 2015-16 include projects spanning more than one fiscal year that will not be fully expended. Funds remaining at year-end will be re-appropriated in the 2016-17 Adopted Budget.

**LOS RIOS COMMUNITY COLLEGE DISTRICT**  
**Other Governmental Funds - Debt Service Funds**  
**2015-2016 Adopted Budget**

**Schedule IV**

DESCRIPTION	BOND INTEREST AND REDEMPTION FUND	OTHER DEBT SERVICE FUND
<b>Beginning Fund Balance, July 1:</b>		
Restricted	\$ 30,704,717	\$ -
Committed	-	107,121
<b>Total Beginning Fund Balance</b>	<b>30,704,717</b>	<b>107,121</b>
<b>Revenues:</b>		
Local		
Property Taxes/Bond Premiums	22,123,306	-
Interest Income	528,639	66,000
Interfund Transfers In	-	502,994
<b>Total Revenues</b>	<b>22,651,945</b>	<b>568,994</b>
<b>Total Revenues and Beginning Fund Balance</b>	<b>\$ 53,356,662</b>	<b>\$ 676,115</b>
<b>Appropriations:</b>		
Bond Principal/Interest Expense	\$ 26,428,407	\$ 288,583
Bond Issuance/Service Costs	3,500	1,250
Interfund Transfers Out/Other	-	40,000
<b>Total Appropriations</b>	<b>26,431,907</b>	<b>329,833</b>
<b>Ending Fund Balance, June 30:</b>		
Restricted	26,924,755	-
Committed	-	346,282
<b>Total Ending Fund Balance</b>	<b>26,924,755</b>	<b>346,282</b>
<b>Total Appropriations and Ending Fund Balance</b>	<b>\$ 53,356,662</b>	<b>\$ 676,115</b>

**LOS RIOS COMMUNITY COLLEGE DISTRICT**  
**Enterprise and Internal Service Funds**  
**2015-2016 Adopted Budget**

**Schedule V**

DESCRIPTION	BOOKSTORE FUND	REGIONAL PERFORMING ARTS CENTER FUND	SELF- INSURANCE FUND
<b>Beginning Fund Balance:</b>			
Uncommitted	\$ 750,982	\$ 98,959	\$ -
Committed	9,859,943	436,557	-
<b>Total Beginning Fund Balance</b>	10,610,925	535,516	-
<b>Revenues:</b>			
Auxiliary Operations/Sales	14,500,000	3,800,000	7,167,221
Other Local, Interest & Transfers	150,000	1,075,000	25,000
<b>Total Revenues</b>	14,650,000	4,875,000	7,192,221
<b>Total Revenues and Beginning Fund Balance</b>	<b>\$ 25,260,925</b>	<b>\$ 5,410,516</b>	<b>\$ 7,192,221</b>
<b>Appropriations:</b>			
Cost of Sales	\$ 10,500,000	\$ -	\$ -
Classified Salaries	1,800,000	1,280,000	158,773
Employee Benefits	555,000	274,000	60,138
Depreciation	200,000	-	-
Other Operating Expenses	498,112	3,321,000	6,973,310
Interfund Transfers Out/Other	1,096,888	-	-
<b>Total Appropriations</b>	14,650,000	4,875,000	7,192,221
<b>Ending Fund Balance:</b>			
Uncommitted	750,982	239,978	-
Committed	9,859,943	295,538	-
<b>Total Ending Fund Balance</b>	10,610,925	535,516	-
<b>Total Appropriations and Ending Fund Balance</b>	<b>\$ 25,260,925</b>	<b>\$ 5,410,516</b>	<b>\$ 7,192,221</b>

The Bookstore Fund fiscal year is May 1st thru April 30th.

The Regional Performing Arts Center and Self Insurance Funds' fiscal years are July 1st thru June 30th.

**LOS RIOS COMMUNITY COLLEGE DISTRICT**  
**Fiduciary, Trust and Auxiliary Funds**  
**2015-2016 Adopted Budget**


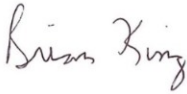
**Schedule VI**

DESCRIPTION	STUDENT FINANCIAL AID	STUDENT ASSOCIATION	SCHOLARSHIP AND LOAN FUND	FOUNDATION
<b>Beginning Fund Balance, July 1:</b>				
Uncommitted	\$ -	\$ 360,132	\$ -	\$ 1,539,521
Committed	-	322,149	639,283	9,593,463
<b>Total Beginning Fund Balance</b>	-	682,281	639,283	11,132,984
<b>Revenues:</b>				
Federal	91,887,804	-	-	-
State	5,000,000	-	-	-
Local	-	160,498	2,000	1,689,000
Interfund Transfers In	2,058,942	-	5,200	-
<b>Total Revenues</b>	98,946,746	160,498	7,200	1,689,000
<b>Total Revenues and Beginning Fund Balance</b>	\$ 98,946,746	\$ 842,779	\$ 646,483	\$ 12,821,984
<b>Appropriations:</b>				
Classified Salaries	\$ -	\$ 200	\$ -	\$ -
Employee Benefits	-	10	-	-
Books, Supplies & Materials	-	26,895	-	-
Other Operating Expenses	125,863	127,893	-	-
Student Financial Aid	98,820,883	-	-	-
Scholarships/Awards	-	5,500	7,200	-
Auxiliary Activities	-	-	-	1,589,000
In-Kind Contributions	-	-	-	100,000
<b>Total Appropriations</b>	98,946,746	160,498	7,200	1,689,000
<b>Ending Fund Balance, June 30:</b>				
Uncommitted	-	389,175	-	1,539,521
Committed	-	293,106	639,283	9,593,463
<b>Total Ending Fund Balance</b>	-	682,281	639,283	11,132,984
<b>Total Appropriations and Ending Fund Balance</b>	\$ 98,946,746	\$ 842,779	\$ 646,483	\$ 12,821,984

# LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: September 9, 2015

<b>SUBJECT:</b>	Submission of Substantive Change Proposal - FLC Distance Education	ATTACHMENT: Yes	
		ENCLOSURE: No	
<b>AGENDA ITEM:</b>	Action Item G	TYPE OF BOARD CONSIDERATION:	
<b>RECOMMENDED BY:</b>	 Rachel Rosenthal	CONSENT/ROUTINE	<input type="checkbox"/>
		FIRST READING	<input type="checkbox"/>
<b>APPROVED FOR CONSIDERATION:</b>	 Brian King	ACTION	<input checked="" type="checkbox"/>
		INFORMATION	<input type="checkbox"/>

**BACKGROUND:**

Since its initial accreditation in January 2004, Folsom Lake College (FLC) has offered Distance Education (DE) courses in a variety of modalities to best meet student needs, including courses that combine on-campus and online time (“hybrid” courses), fully online courses and instructional-TV (iTV). As of fall 2014, the college’s curriculum committee had increased the number of courses approved for distance delivery modes to 236, in response to enrollment growth, limited space, and student interest. The additional courses approved resulted in a 27.9% increase in DE enrollment from spring 2013 to fall 2014 and 14 programs exceeding the ACCJC 50% threshold.

This growth is in keeping with nationwide trends in online course offerings and has been supported and managed by FLC to adhere with ACCJC Standard II.B.1 that states: “The institution assures the quality of student support services and demonstrates that these services, regardless of location or means of delivery, support student learning and enhance achievement of the mission of the institution.”

**STATUS:**

The Accrediting Commission for Community and Junior Colleges requires that a Substantive Change Proposal be submitted when 50% or more courses required for a degree or certificate are offered online. A recent audit of FLC courses indicates that 14 additional programs have reached the 50% threshold since the last submission in 2013. FLC is submitting a proposal for the additional courses.

**RECOMMENDATION:**

It is recommended that the Board of Trustees approve the submission of the proposal to the Accrediting Commission for Community and Junior Colleges. The Commission will act upon the attached Substantive Change Proposal at their November 4, 2015 meeting.

*Substantive Change Proposal  
Programs with 50% or more of the units in courses approved  
for a Distance Education Modality*

**Folsom Lake College  
10 College Parkway  
Folsom, CA 95630**

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

**Monica Pactol, Ph.D.  
Vice President of Instruction  
Accreditation Liaison Officer**

## Contents

Description of the Change .....	2
Relationship of Change to Stated Mission.....	4
Rationale for Change .....	4
PROGRAM CHANGES.....	4
Educational Purposes.....	4
Compliance with Eligibility Requirements, Accreditation Standards, and Commission Policies.....	5
Commission Policies .....	6
Certification of Compliance with Commission Policies.....	6
DESCRIPTION OF THE PLANNING PROCESS .....	7
Relationship to college planning, evaluation and stated mission.....	7
Assessment of Needs and Resources .....	9
Anticipated Effect on the College.....	10
Intended Benefits .....	10
Description of Preparation and Planning Process .....	10
EVIDENCE OF ADEQUATE RESOURCES.....	10
Student Support Services .....	10
Admissions and Records.....	12
Faculty, Management, and Support Staffing .....	13
Professional Development for Faculty and Staff .....	14
Appropriate Facilities .....	15
Initial and Long Term Fiscal Resources .....	15
Budget, Enrollment, and Resource Analysis .....	16
Evaluation and Assessment of Student Success, Retention, and Completion .....	16
EVIDENCE OF NECESSARY INTERNAL AND EXTERNAL APPROVALS .....	17
Statement of Required Approvals.....	17
Legal Requirements .....	18
Evidence of Governing Board Action.....	18
EVIDENCE THAT ELIGIBILITY REQUIREMENTS ARE MET .....	18
Certification of Continued Compliance with Eligibility Requirements.....	18
EVIDENCE THAT THE ACCREDITATION STANDARDS ARE MET .....	21
Standard I: Institutional Mission and Effectiveness .....	21
Standard II: Student Learning Programs and Services .....	23
Standard III: Resources.....	25
Standard IV: Leadership and Governance .....	27
Appendix A – FLC General Education Requirement Analysis .....	A
Appendix B - CSU General Education Requirement Analysis.....	B



## DESCRIPTION OF PROPOSED CHANGE

### Description of the Change

Folsom Lake College (FLC) is one of four colleges in the Los Rios Community College District (LRCCD). The college has a main campus in Folsom (FLC-Main), an educational center in Placerville (EI Dorado Center), and an outreach center in Rancho Cordova (Rancho Cordova Center). In fall 2014, the college had 7,855 students enrolled.

Folsom Lake College (FLC) offers courses in a variety of modalities to best meet student needs, including courses that combine on-campus and online time (“hybrid” courses), fully online courses and instructional-TV (iTV). As of spring 2015, the college’s curriculum committee approved 239 courses to be offered in distance delivery modes. In fall 2014, 96 of those approved courses were offered via distance education. In fall 2015, 160 of those approved courses are being offered via distance education. In response to enrollment growth, limited space, and student interest, FLC has increased the number of its online course offerings. This growth is in keeping with nationwide trends in online course offerings and has been supported and managed by FLC to adhere with ACCJC Standard II.B.1 that states: “The institution assures the quality of student support services and demonstrates that these services, regardless of location or means of delivery, support student learning and enhance achievement of the mission of the institution.”

The college has previously submitted three substantive change proposals for programs in which 50% or more of the coursework could be completed through online offerings. In preparation for this current substantive change report, the college reviewed all of its certificate and degree programs, including recently developed and approved Associate Degree for Transfer programs (AA-T and AS-T) that are compliant with the SB 1440 Student Transfer Achievement Reform Act. All of the college’s courses and programs are catalogued in a district curriculum database. One report lists all FLC courses that have been approved for distance education, including the specific mode of delivery ([Attachment 1](#)). The database also provides a course listing report for each college certificate and degree program, with distance education courses marked ([Attachment 2](#)). Each program was reviewed using these two reports. As a result, it is apparent that additional programs are now beyond the 50% threshold outlined in the December 2014 ACCJC Substantive Change Manual, which defines a DE program as one in which DE “courses make up 50% or more of the credits required for a program”.

The number of courses required for each certificate and degree was totaled. For certificate programs there were only the program courses to count, but for degree programs the count included program courses as well as general education courses and also any additional courses needed to meet the 60 unit minimum requirement for the associate degree. Following that, the number of required courses that have been approved for distance education was determined and then the percentage of distance education courses calculated.

It is important to note that many of these degrees and certificates meet the DE definition due to their GE and/or elective requirements. GE requirements account for approximately half, or in some cases, more than half of the units required for most degrees. An audit of GE offerings (Appendix A) found that students could potentially complete 90% of their FLC GE requirements using courses that have been approved for DE, if they were offered in this mode. The same audit

of the CSU GE requirements indicated students could complete 92% of their requirements (Appendix B).

FLC has reviewed all degree and certificate program requirements to establish each program's DE status based on the ACCJC definition. This Substantive Change Proposal includes the results of that review and an up-to-date listing of programs for which more than 50% of the total program units (combined core, General Education, and electives) are in courses that have been approved for DE.

FLC is requesting a substantive change to permit the offering of the distance education (DE) degrees and certificates that meet the ACCJC Distance Education Program definition, which were not included in the 2012 FLC Distance Education Substantive Change Proposal. The complete description of these programs is available in the College catalog, which can be found at the following link: <http://www.flc.losrios.edu/academics/catalog>

<b>Program Title</b>	<b>Program Type</b>	<b>% DE</b>
Management: Purchasing Certificate Program	Certificate	100.0%
Administration of Justice	AS-T Degree	76.2%
Art History	AA-T Degree	61.9%
Studio Art	AA-T Degree	52.4%
Business Administration	AS-T Degree	80.00%
Dance Studies	A.A. Degree	66.7%
Early Childhood Education for Transfer	AS-T Degree	75.00%
Early Childhood Education-Site Supervisor	A.A. Degree	52.4%
English	AA-T Degree	71.4%
Geography	AA-T Degree	86.9%
Geology	AS-T Degree	66.7%
Physics	AS-T Degree	61.1%
Sociology	AA-T Degree	90.9%
Theatre Arts	AA-T Degree	71.4%

### **Relationship of Change to Stated Mission**

Distance education (DE) courses within the proposed programs include general education, transfer, and career technical education courses. The development of DE courses and programs aligns with the FLC mission because the DE modality increases educational opportunities for students, and enhances our ability to meet the needs of the communities we serve.

#### ***Folsom Lake College Mission Statement:***

##### ***Folsom Lake College provides:***

###### ***Programs***

*Rigorous academic programs for completion and transfer; training to enhance employment and career skills; preparatory programs for student success; and opportunities for lifelong learning and enrichment.*

###### ***Support Services***

*Comprehensive support services to promote the success of all students*

###### ***Opportunities***

*Opportunities for leadership; professional development; and involvement in the college and community.*

###### ***Environment***

*A collaborative and innovative environment that promotes personal interaction as the foundation of learning; honors diversity; cultivates sustainability; and encourages civic engagement.*

### **Rationale for Change**

Folsom Lake College (FLC) is committed to increasing educational access for students in its service area, including those who may have difficulty traveling to college sites during regularly scheduled on-ground classes as well as those who may enjoy or benefit from a variety of teaching modalities. As of spring 2015, the college's curriculum committee has approved 239 courses for distance education offering, with the result that 50% or more of the courses for each of the 14 programs listed in this proposal could be offered via distance education. As instructed by the commission, the college is submitting this substantive change proposal.

## **PROGRAM CHANGES**

### **Educational Purposes**

The instructional departments that oversee the programs listed in this proposal have purposefully gained distance education approval for program content courses in order to provide improved access for students. Faculty in these departments have distance education training and experience as well as direct knowledge of student educational needs and are therefore able to determine the appropriateness of distance education offerings within their programs.

Such is not the case with the remaining degree programs included in this proposal, all of which have few or even no content courses approved for distance education. In these programs include GE and other elective courses, and in some instances the number of GE and elective courses outnumber the content courses. There are nine GE categories (or courses) that degree program

students must complete, and eight of those categories include courses that have been approved for distance education. In addition, since the college has 239 courses approved for distance education, all elective courses could also be taken via distance education. The *incidental* result is that at least 50% of the courses for almost all the college's degree programs can be taken via distance education, even in instances where *none* of the program major courses have been approved for distance education

### **Compliance with Eligibility Requirements, Accreditation Standards, and Commission Policies**

The programs listed in this proposal meet, or are in compliance with, the eligibility requirements, accreditation standards, and commission policies that relate specifically to student learning programs and services.

#### *Eligibility Requirements*

- Eligibility Requirement 8, "Educational Programs:" The programs included in this proposal are congruent with the college mission in that they are intended to prepare students for transfer and completion. Additionally, the distance education offering of program courses improves access to students.
- Eligibility Requirement 10, "Student Learning and Achievement:" The programs included in this proposal assesses student achievement of those outcomes and uses the assessment results to make necessary improvements.

#### *Accreditation Standards*

- Accreditation Standard II.A.1.b, FLC uses delivery systems and modes of instruction compatible with the objectives of the curricula and appropriate to the current and future needs of its students. The FLC Technology and Distance Education Plan provides a comprehensive three-year plan. However, technology and distance education planning is not integrated with the annual College planning process.
- Accreditation Standard II.A.1.d, "The institution uses delivery modes and teaching methodologies that reflect the diverse needs and learning styles of its students:" The college has a very broad service area, ranging from eastern Sacramento to the western slope of the Sierra Nevada mountain range, with the result that some students must travel prohibitively long distances to take classes at one of the college's three sites. Other students have obligations or special needs that prevent them from attending classes on site. Offering courses via distance education addresses these diverse student needs.
- Accreditation Standard II.B.3.a, "FLC assures equitable access to all of its students by providing appropriate, comprehensive, and reliable services to students regardless of service location or delivery method. FLC provides comprehensive, quality student support services at all three of its sites. Given the small population and limited space available at RCC, an established schedule that provides on- site services two times per month should adequately support student needs. As a permanent center is constructed at RCC and more space becomes available (in late fall 2015), additional days and hours of service need to be provided to meet student needs.
- Accreditation Standard II.C.1.b, "The institution provides ongoing instruction for users of library and other learning support services so that students are able to develop skills in information competency. The institution provides students and personnel responsible for student learning programs and service adequate access to the library and other learning support services, regardless of their location or means of delivery." The college's libraries provide remote access to over 60 research databases, which include over 40,000 periodical

titles and more than 30,000 eBooks. Students, faculty and staff can access these databases from any district computer or from remote locations using their unique student, faculty or staff identification number and password. Individual database tutorials are available online 24 hours a day, seven days a week, and librarian assistance is available in-person, by phone, or via e-mail during open library hours. Additional materials and services that can be accessed remotely include internet subject directories, e Reserves (electronic course reserves), research guides, tutorials, handouts, inter-library loan requests, “Ask a Librarian” email service, telephone reference, and the ability to renew books and check one’s library account online. Distance education students with no on-campus classes can apply online for a barcode to access the library’s electronic resources and services.

## Commission Policies

### Certification of Compliance with Commission Policies

#### Policy on Distance Education and Correspondence Education

- *Policy Element:* Development, implementation, and evaluation of all courses and programs, including those offered via distance education or correspondence education, must take place within the institution’s total educational mission,
- *Compliance Statement:* Development of Folsom Lake College (FLC) distance education courses and programs is overseen by the Distance Education Subcommittee of the Curriculum Committee in accordance with FLC’s Technology and Distance Education Plan and the District’s Distance Education Strategic Planning Resource Document. Implementation of distance education courses accords with FLC’s mission, strategic plan, and enrollment management plan.
- *Policy Element:* Institutions are expected to control development, implementation, and evaluation of all courses and programs offered in their names, including those offered via distance education or correspondence education.
- *Compliance Statement:* FLC’s Curriculum Committee controls development of all courses and programs, with special attention given to distance education courses and programs via the Distance Education Subcommittee. FLC controls implementation and evaluation of distance education courses and programs in keeping with the Technology and Distance Education Plan and faculty contract.
- *Policy Element:* Institutions are expected to have clearly defined and appropriate student learning outcomes for all courses and programs, including those delivered through distance education or correspondence education.
- *Compliance Statement:* All FLC courses and programs, including those delivered through distance education, have student learning outcomes that are documented in SOCRATES, the District’s online curriculum management system.
- *Policy Element:* Institutions are expected to provide the resources and structure needed to accomplish these outcomes and to demonstrate that their students achieve these outcomes through application of appropriate assessment.
- *Compliance Statement:* All FLC courses and programs, including those delivered through

distance education, are assessed regularly with data and assistance provided by the District and College research offices. All outcomes are documented in annual unit/department plans.

- *Policy Elements (2 combined):* (1) Institutions are expected to provide the Commission advance notice of intent to initiate a new delivery mode, such as distance education or correspondence education, through the substantive change process. (2) Institutions are expected to provide the Commission advance notice of intent to offer a program, degree or certificate in which 50% or more of the courses are via distance education or correspondence education, through the substantive change process.
- *Compliance Statement:* The instruction office conducts an annual review of programs in the fall to determine which programs have over 50% of courses delivered through distance education. Following the review, the Accreditation liaison officer notifies the Commission of FLC's intent to file a substantive change proposal.
- *Policy Element:* Institutions which offer distance education or correspondence education must have processes in place through which the institution establishes that the student who registers in a distance education or correspondence course or program is the same person who participates every time and completes the course or program and receives the academic credit.
- *Compliance Statement:* Students registering at FLC are given unique student numbers functioning as their user ID for all technology services, including the Desire2Learn learning management system that supports distance education.

## **DESCRIPTION OF THE PLANNING PROCESS**

### **Relationship to college planning, evaluation and stated mission**

The 2011 Los Rios Community College District (LRCCD) Strategic Plan clearly states the mission, values and goals that provide a foundation for FLC's DE program. One of the District's core values is a commitment to providing educational opportunities to all who can benefit. One of the District's goals articulates the following: "In order to meet the challenges of population growth, we will pursue new delivery appropriate to provide a high level of access to education". In addition, a key strategy area in Teaching and Learning Effectiveness calls for supporting high quality distance education as an option for increasing access and promoting student success. Specific initiatives outlined in the plan include coordinating in DE to maximize student choice and access, expanding the use of data to inform scheduling and the identification of optimal delivery methods, further integrating DE planning with other planning efforts, and providing professional development to support increased student success.

Individual program planning processes take place at the department level and in the case of career technical education programs are informed by business and industry advisory committees. New curriculum and curriculum revisions are reviewed and acted upon by the college's curriculum committee, which is a committee of the academic senate. New-to-college and new-to-district curriculum must also be reviewed and acted upon by the district curriculum coordinating committee as well as the LRCCD Board of Trustees. As part of the college curriculum process, any course that faculty wish to offer in a distance education modality must be reviewed and receive a recommendation from the distance education subcommittee of the curriculum committee. The curriculum committee then acts upon the subcommittee's

recommendation. No course may be offered in a distance education modality without prior approval of the curriculum committee.

Departments are required to submit annual department plans each spring. As part of this process, departments identify upcoming changes in curriculum and the resources needed to support those changes. Resources may include additional staffing, facilities, equipment, operating budgets, and/or professional development training. Actual requests for new resources must be documented in the plan before the appropriate college committee will consider the request for approval.

General responsibility for online technology infrastructure support for all four LRCCD colleges is maintained by the district's Information Technology Department (DOIT). The district's Educational Technology Committee (ETC) has members representing DOIT and administration as well as college administration, faculty, and classified staff. Decisions regarding infrastructure needs and learning management system (LMS) support for distance education offerings, as well as in support of on-ground offerings, are made with input from ETC. LMS infrastructure and software needs are regularly assessed by DOIT with input from the college administrators, faculty, and staff who work closely with the LMS system. DOIT is responsible for requesting resources for technology updates and expansions to support district-wide computing needs. Funds are then appropriated through the district budget process and published in the annual budget. The college is responsible for funding college equipment and any specialized software used by individual academic disciplines.

Additional district and college plans and resource documents that support the ability to offer distance education classes include the following:

- LRCCD IT Plan ([Attachment 3](#))
- LRCCD Distance Education Plan ([Attachment 4](#))
- FLC Strategic Plan ([Attachment 5](#))
- FLC Technology and Distance Education Plan ([Attachment 6](#))

The programs included in this proposal are in keeping with the college's mission in that they prepare students for transfer and/or career technical work. Additionally, offering program courses via distance education increases student access to college programs.

Individual program planning processes take place at the department level and in the case of career technical education programs are informed by business and industry advisory committees. New curriculum and curriculum revisions are reviewed and acted upon by the college's curriculum committee, which is a committee of the academic senate. New-to-college and new-to-district curriculum must also be reviewed and acted upon by the district curriculum coordinating committee as well as the LRCCD Board of Trustees. As part of the college curriculum process, any course that faculty wish to offer in a distance education modality must be reviewed and receive a recommendation from the distance education subcommittee of the curriculum committee. This includes a separate review and approval by the Distance Education Subcommittee of the Curriculum Committee. The Course Outlines of Record (COR) include details of how a course approved for a given DE modality will maintain effective student contact – the allocation of instructional time and methods for effective instructor contact are specified on

the COR. The curriculum committee then acts upon the subcommittee's recommendation. No course may be offered in a distance education modality without prior approval of the curriculum committee.

Planning for DE is also integrated into the College's other planning processes. Planning in support of DE is also integrated into the College's planning processes through its program review process. The data provided to instructional programs for program review include program enrollment and student success data disaggregated by a variety of measures including delivery methods. College-wide enrollment and student success DE data is also provided for comparative purposes (Attachment 7). This data supports the assessment of and planning for DE at the instructional program level.

FLC DE courses must be approved by the FLC Curriculum Committee to ensure equivalent learning experiences and academic rigor to those offered on ground. The Distance Education Subcommittee of the Curriculum Committee performs a separate review of all courses containing a distance education modality. In particular, the subcommittee reviews sections of the curriculum outline to ensure that academic standards and learning outcomes are equivalent to those of the traditional in-person modality, and that regular, effective instructional contacts are included. This intensive review and approval process for our DE offerings ensure the academic integrity of all of the College's offerings.

#### **Assessment of Needs and Resources**

The number of courses offered through DE has increased from 12.7% in fall 2009 to 17.8% in fall 2014. Actual enrollment in DE courses has also increased from 13.6% in fall 2009 to 13.7% in fall 2014. Students who enroll in DE courses have slightly lower than but relatively close success rate to the face-to-face modality. Knowing this, faculty modify course content and assignments to ensure better understanding for improved success.

The college has offered distance education courses since its initial accreditation in January 2004 and has the following resources to support these offerings:

- Permanent and adjunct faculty who choose and are assigned distance education classes in accordance with the *Los Rios Community College District Collective Bargaining Agreement with Los Rios College Federation of Teachers* contract ([Attachment 8](#), Article 4.4). Faculty costs are paid for out of the regular instructional budget for salaries through the annual departmental allocation process.
- One permanent full-time faculty, Instructional Design and Development Coordinator, who provides individualized and group training and consultation in the areas of instructional design, digital media and tools, teaching and learning, and online pedagogy. Particular emphasis is placed on continued development, training, and support for faculty use of the D2L LMS.
- Access to regular lecture classrooms with state-of-the-art media services, for any required on-ground orientations or exams for online courses.
- Readily available online reference materials, supplemental course materials, and media resources through the library, as well as online or on-ground dialogue with librarians.
- District and college technology support staff who maintain the infrastructure to support online and iTV courses, faculty, and students.
- Access to online and on-ground student and academic services that are available to all FLC



students. Online services include admissions (application), e-Services (online registration and related transactions), counseling, financial aid, follow up services (Early Alert), college orientation, and transfer assistance.

### **Anticipated Effect on the College**

The college's existing distance education infrastructure is sufficiently robust to support additional distance education course offerings. The college anticipates that no additional resources will be needed.

### **Intended Benefits**

The DE offering of courses for programs included in this proposal will provide options and increased access for students who may not be able or who choose not to attend on-ground courses.

### **Description of Preparation and Planning Process**

The planning process for the programs in this proposal originated within individual departments and involved the annual department plan process, the processes of the curriculum committee and its distance education subcommittee. Planning and assessment has been informed by annual reports from the college's Office of Institutional Research and the Student Learning Outcomes Committee.

The LRCCD Educational Technology Committee (ETC) is actively involved in coordinating DE planning across the district. The ETC is currently discussing additional ways to strengthen student authentication in DE courses beyond the authentication by unique student username and password already required. They are also planning to update the District's DE Instructional Resources document.

### **EVIDENCE OF ADEQUATE RESOURCES**

Folsom Lake College (FLC) has analyzed and provided for adequate human, physical, technological and financial resources and processes necessary to initiate, maintain, and monitor the change and to assure that the activities undertaken are accomplished with acceptable quality.

### **Student Support Services**

FLC assures equitable access to all of its students by providing appropriate, comprehensive, and reliable services to students regardless of service location or delivery method. FLC provides equitable access to all students through appropriate, comprehensive, and reliable support services in accordance with board policy P-2113 and board regulation R-2113. Student services are available to students at each of FLC's three sites. Moreover, many student support services are also available online. For example, students can apply to FLC, register for classes, add/drop classes, purchase parking permits, and review their progress toward degree and certificate completion using Oracle/PeopleSoft's online degree audit application via the District's eServices. Financial aid services (FAFSA application and online BOG fee waiver application, financial aid orientation, and satisfactory academic progress workshops) are also available online. Students are provided with computer access at all three sites.

- **Application:** Students are able to apply to FLC online via [http://www.losrios.edu/lrc/lrc\\_app.php](http://www.losrios.edu/lrc/lrc_app.php).

- **Assessment:** Students can identify and prepare for assessment tests by accessing materials online via links at <http://www.flc.losrios.edu/student-services/student-success/assessment> Assessment test scores are portable across the LRCCD, students can take their assessment tests at any LRCCD campus. Students who cannot come to an LRCCD campus can work through Sacramento City College to take their assessment test at a remote location ([http://www.scc.losrios.edu/Current\\_Students/From\\_Enrollment\\_to\\_Graduation/MatriculationStudent\\_Support\\_Services\\_and\\_Student\\_Development/Assessment\\_Center/Out-of-State\\_Testing\\_Request.htm](http://www.scc.losrios.edu/Current_Students/From_Enrollment_to_Graduation/MatriculationStudent_Support_Services_and_Student_Development/Assessment_Center/Out-of-State_Testing_Request.htm)).
- **Bookstore:** Students may order required textbooks online. The Bookstore has eBooks textbooks available from certain publishers for downloading at <http://bookstore.flc.losrios.edu/Home.aspx>
- **Career Services Center.** The Career Services Center has many online services. They include career assessment sites, internship referral services, and documents and links to websites to help in the job-finding process at <http://www.flc.losrios.edu/student-services/student-success/career-and-transfer-services-center>
- **Class Schedule:** The College schedule of classes is available online at <http://www.losrios.edu/class-schedules.php>.
- **College Orientation:** Students can complete the college orientation online at <http://www.flc.losrios.edu/student-services/student-success/orientation>
- **College Catalog:** The College Catalog is available online at <http://www.flc.losrios.edu/academics/catalog>
- The College Website also contains an online Steps to Success Guide that helps online students with the matriculation steps at <http://www.flc.losrios.edu/student-services/counseling/new-students/counseling-faq/steps-to-success>
- **Counseling:** The Counseling Center provides updates on important information, *getting started at ARC, when do I see a counselor etc.* *Counseling Staff* are also available via email at <http://www.flc.losrios.edu/student-services/counseling>
- **Disabled Student Programs & Services (DSPS).** Students who are eligible for services through DSPS may download the proper forms that must be completed to authorize accommodations at <http://www.flc.losrios.edu/student-services/student-aid/dsps>
- **eLearning:** Several online services are available to students through the eLearning website, which is accessible from the FLC Homepage, including a information and a video on Skills for Online Success to help students develop the skills needed to succeed in an online course, as well as an online orientation to the Learning Management System (D2L). They can be found at <https://d2l.losrios.edu/>
- **Financial Aid:** Students can apply for financial aid and view resources to help them understand the types of awards that are available. This web page includes a workshop link that helps students complete the FAFSA as well as a link to the online FAFSA website at <http://www.flc.losrios.edu/student-services/student-aid/financial-aid>
- **Faculty Office Hours:** According to the LRCFT Contract, faculty who teach online may schedule one online office hour weekly per .2 FTE taught online during the given semester up to a maximum of two online office hours each week per semester. Some faculty use CCC Confer, the web conferencing platform supported by the Chancellor's Office, for their online office hours so that a synchronous component is available for DE students. Faculty members also communicate and assist online students via email.

Finally, many faculty teaching online have selected course materials that have a variety of online support (including tutorial assistance)

- **Library:** The FLC Library offers many services for distance learners. Through the online Library Catalog, the currently registered students, as well as staff and faculty, may request books from other Los Rios libraries, place holds on books currently checked out (except for Reserve books), obtain copies of pages from books on reserve, renew the books they have checked out (one time only online) and access the electronic databases. All subscription databases may be accessed from off-campus. A variety of library materials and course reading may be accessed electronically through electronic reserves.
- **Pay Fees:** Students can pay fees for classes and purchase parking permits online at [http://www.losrios.edu/lrc/lrc\\_feepay.php](http://www.losrios.edu/lrc/lrc_feepay.php).
- **Transcripts:** Students can request transcripts online via <https://lrccd-web.losrios.edu/transcript.aspx>.
- **Tutoring Center:** The Tutoring Center offers online tutoring in basic skills and college level math, and chemistry. Tutoring Center services are available at <http://www.flc.losrios.edu/student-services/student-success/tutoring>

### Admissions and Records

FLC provides in-depth Admissions and Records (A&R) services at the FLC-main campus, with more specific services at the El Dorado Center (EDC) and Rancho Cordova Center (RCC). A&R personnel are responsible for processing all educational records, including transcripts, academic records, and grade reports, as well as requests for official transcripts, enrollment verification, graduation petitions, name changes, address changes, residency, admission and registration. A&R also provides assistance for veterans and international students. A&R services at the two centers mainly involve enrollment steps, from application to registration in classes.

A variety of forms are available on the A&R webpage to assist students.

A&R Forms Available Online		
AB 540 non-residency exemption form	Pass/No Pass petition	Student consent for release of records
Advanced education packet	Prerequisite Challenge application	Student petition
Course repetition petition	Priority 0/.5 registration certification	Substandard Grade – repetition notification form
CSU/IGETC certification request	Reinstatement of priority registration request form	Transcript request form
Excess Units Petition	Request to withhold Directory Information	Veterans Intake form

Fee refund application	Residency Reclassification application	Veterans request for certification form
Parental affidavit for academic information	STAT 300 clearance form	Veterans statement of student understanding form

### **Faculty, Management, and Support Staffing**

Folsom Lake College (FLC) has sufficient and qualified faculty, management and staff to support distance education. All full-time and adjunct faculty are hired and evaluated in accordance with the district policies and procedures, which comply with relevant local, state, and federal laws and regulations, as well as with the current collective bargaining agreement. Faculty have the ability to choose whether or not to teach using distance education modalities and have access to teaching support through the college's Innovation Center, facilitated by the college's Instructional Design and Development Coordinator. The Coordinator is responsible for working individually with faculty who are already teaching distance education courses as well as those who wish to explore distance education modalities to assess their training and support needs. Depending on the number of faculty involved in a given semester, training may occur one-on-one with the coordinator or in longer, multiple day sessions during the summer term. In addition, the coordinator offers regular in-service sessions throughout the semester to introduce faculty to new teaching and learning technologies; the coordinator also facilitates an active FLC online educators group that meets twice monthly to share best practices and discuss emerging technologies. Faculty providing non-classroom academic or student support services are responsible for assisting students with successfully accessing their respective services in both online and on-ground environments.

Instructional Deans assign classes to faculty based on training, level of interest, availability and expertise. Folsom Lake College Guidelines for Online, Hybrid and Web-Enhanced Instruction (Attachment 7) includes responsibilities for Area Deans for ensuring instructors teaching in a DE format have adequate preparation; only those faculty members with DE experience and/or training are assigned to DE classes Scheduling of distance education courses is done in consultation with the appropriate discipline faculty department chair and area dean. All area deans are responsible for administrative oversight of their respective discipline faculty, regardless of teaching modality choices.

FLC participates with the district's other three colleges in using the D2L LMS for online, hybrid, and web-enhanced courses. The district information technology (DOIT) department, under the direction of the Associate Vice Chancellor of Information Technology, is responsible for all services related to district-wide technology infrastructure (WAN and LAN) and information systems (student services, business services, library system, telephone system, voicemail, internet, web services, e-mail, etc.), and distance education tools and support.

The majority of FLC's online classes utilize D2L. It is housed on a large server array at the district office, with a redundant server cluster located at the college, is used by all the district colleges. Students can log-on to one location (<http://elearning.losrios.edu>) for all online, hybrid, or web-

enhanced classes offered by any district college. Students are automatically linked to the course sites, which are archived at the end of each semester and preserved for at least three years. Server maintenance and support is managed by the DOIT staff, with both full-time staff and contractors maintaining the system and monitoring its operation. The entire system uses load balancing and bandwidth management to channel requests, maintain quick response times, and enhance instructional traffic efficacy. Backups are performed frequently in case of catastrophic failure, and daily backups are stored in case they are needed later.

Students and faculty have access to staff resources if they encounter problems with online classes. Calls are answered by trained staff and escalated to district IT staff as necessary. In addition, there is a help desk at the district office that operates weekdays from 7:30 am - 5:30 pm.

The college's iTV broadcast facility is staffed by a chief broadcast engineer and two audio/visual (A/V) production staff. Quality measures are in place, including regular evaluation of indicators such as student satisfaction, success, retention, and student learning outcomes. The Vice President of Student Services and the Dean of Student Success ensure that the College provides access to a range of comprehensive support services for distance education students that parallels, as closely as possible, those available to on-campus students.

The Instructional Design and Development Coordinator ensures continuity for maintaining an effective distance education program, is proactive in monitoring local, national and global trends in distance education online courses. The Coordinator is available for individual consulting, workshops, or department-specific workshops regarding distance education and educational technology. The FLC Curriculum Committee provides clear guidelines related to the provision of DE courses. The implementation of these principles and practices is overseen by the DE Subcommittee of the Curriculum Committee, which rigorously reviews the sections of the Course Outline to inform their recommendation regarding DE approval to the Curriculum Committee.

### **Professional Development for Faculty and Staff**

Folsom Lake College (FLC) provides professional development for faculty and staff to effect and sustain the change. The college's Innovation Center provides training and resources to assist faculty in the design and development of distance education teaching methods. The center consists of an open computer lab, an editing studio, and a small classroom. It is staffed by FLC's Instructional Design and Development Coordinator, who provides individualized and group training in the areas of instructional design, digital media and tools, teaching and learning, and online pedagogy. Additionally, faculty teaching online and those considering teaching online are encouraged to attend the FLC online educators group, which is facilitated by the instructional design and development coordinator. The group meets twice monthly to share best practices and discuss emerging technologies.

Instructional television personnel provide training on equipment, the distance education model used, and strategies for classroom management and inclusiveness. Instructors with iTV experience also help train faculty who are new to this modality through observation and practice, often in conjunction with other training programs (e.g., the mentoring and faculty diversity internship programs). Media services also provides customized training on the use of sophisticated video conferencing facilities in several locations on campus, as well as technical support to other

district colleges and the district office. Media services staff members themselves attend regular trainings sponsored by professional organizations and vendors.

### **Appropriate Facilities**

Folsom Lake College (FLC) has appropriate equipment and facilities to support the change. The facility and equipment infrastructure for providing online courses and services is already in place district-wide, is proving adequate, and has been updated over time as is demonstrated by ongoing online course and services development since the college was first accredited in 2004. DOIT carefully monitors LMS use and quality of system response time to determine whether additional resources and/or alternative strategies are needed to deliver services. The district's ETC is charged with ensuring that the needs of end-users, both faculty and students, are clearly communicated to district and college IT services staff.

Interactive Television (iTV) is managed by Media Services and brings a selection of synchronous classes to the Folsom campus, El Dorado Center, Rancho Cordova Center, and Amador County Transportation Center (ACTC). The system, which was completely updated in summer 2008, utilizes high performance production technology. A semi-automated production system allows a single operator at a single location to produce, direct and engineer all audio and video switching necessary for each class. Video teleconference capability is also provided, both for local and international events. Students benefit from three campus locations (plus an Amador County location) from which to participate in classes, and each is connected via cameras and microphones providing students and instructors with real time audiovisual communications. Home participants hear and view the class through live, online streaming technology and are able to ask questions via the CCC Confer phone bridge system. Students and instructors can view all center-based audiences simultaneously, without loss of conventional classroom functionality, although some aspects of on-site supervision are compromised due to the distance involved. Development of more diverse course offerings, supported by incentives for faculty, is being explored.

### **Initial and Long Term Fiscal Resources**

Folsom Lake College (FLC) has allocated sufficient fiscal resources to support the current number of DE offerings. The salary costs for faculty teaching distance education courses are the same as that for on-ground courses. College and district IT support staff are already in place to provide support for both on-ground and distance education technology. The online infrastructure is funded and maintained by the district, while the college is responsible for the iTV infrastructure. The college's budget allocation processes ensure funding to maintain existing equipment as well as planned upgrades and/or replacement. Other financial needs are supported by the operating budgets established within the office of instruction and the specific instruction areas.

Financial support for online courses follows the same planning process as the support for on-campus courses. Financial resources for online courses are equal to those for other courses and are adequate to meet the needs of College programs. The college's financial stability is grounded in sound fiscal practices initiated at the district level. Historically, the district has maintained financial stability due to conservative business practices and solid accounting principles. The District budget is developed to ensure that spending is authorized only at the level of realized revenues. The District maintains fiscal reserves that meet or exceed minimum requirements, including a general fund reserve of three to five percent. The programs and services funded

through the district are a reflection of the District's Strategic Plan, statutory obligations, and the requirements of the ACCJC.

DOIT, under the direction of the Associate Vice Chancellor of Information Technology, is responsible for all services related to district-wide infrastructure (network and cabling) and information systems (student services, business services, library system, telephone system, voicemail, Internet, Web services, etc.) and district systems which support DE, including the Help Desk resources.

### **Budget, Enrollment, and Resource Analysis**

Folsom Lake College (FLC) and LRCCD budgets are sufficient to support online and iTV course offerings. The college is responsible for iTV infrastructure, the budgetary needs of which are addressed through the college's annual budget allocation process. Media services staff, in consultation with the area dean, creates an Annual Department Plan (ADP) that describes resource needs, including staffing, materials, building remodels and minor alterations. After reviewing all departmental ADPs, college administration reviews priorities and then allocates funding to address appropriately the needs across all instructional departments.

Online classes are typically capped at 40 students, which is consistent with on-ground class caps. Online sections are quite popular and fill faster than on-ground sections. iTV classes are capped based upon the broadcast and receiving room capacities (34 at FLC-main, 18 at RCC, and 16 at EDC), with enrollments averaging around 40 students per class (with some variance depending upon course and instructor). Retention and success rates in online sections are generally lower than that of on-ground sections of the same course, though there are some courses for which rates are better in online sections.

District and college resources are adequate to support distance education course offerings. D2L is well maintained by a sufficiently staffed DOIT department. The college's media services department is adequately staffed, and the iTV infrastructure has receives upgrades and repairs as needed. The college has made a commitment to provide the resources needed to continue iTV classes as a service to students and the community, including real-time class broadcasts, recorded class sessions, and community service offerings.

### **Evaluation and Assessment of Student Success, Retention, and Completion**

The college produces annual reports on degrees awarded, course enrollments, and student success rates ([Attachment 9](#)). In addition, the college has a six-year cycle for all programs to undergo review ([Attachment 10](#)). In February 2010, the district produced a report that compares success rates of online and on-ground students enrolled in courses with similar TOP codes ([Attachment 11](#)). In June 2010 FLC created a report on online student success and retention rates by individual course ([Attachment 12](#) and [13](#)). That report is now run annually and the data shared with online faculty to use along with assessment of student learning outcomes to improve their courses and student outcomes. The college considered all of these reports when it developed a more comprehensive Technology and Distance Education Plan in fall 2014 ([Attachment 14](#)). In August 2011, the district produced a report that compares enrollments and success rates of students enrolled in online and on-ground writing, math, and business courses ([Attachment 15](#)).

## **EVIDENCE OF NECESSARY INTERNAL AND EXTERNAL APPROVALS**

### **Statement of Required Approvals**

The college's curriculum committee is responsible for approving all modalities by which courses may be offered. All courses offered in a DE modality have been approved for that method of delivery. All courses, degrees and certificates offered by the colleges of the LRCCD District are approved by the FLC Curriculum Committee, the District Curriculum Coordinating Committee, the Los Rios Community College District Board of Trustees and the California Community College Chancellor's Office as defined in Board Policies and Regulations and established by the District Curriculum Coordinating Committee with District Academic Senate Approval (<http://www.losrios.edu/legal/Regulations/R-3000/R-3412.pdf>). The degrees and certificates described in this Substantive Change Proposal have received all necessary internal and external approvals.

When a faculty member submits a course that includes a request to teach the course through one or more DE mode(s), the faculty member must include additional information as justification for and in support of DE approval. Title 5 requires that the approval of courses offered in DE modalities must be approved separately from the normal curriculum approval process. To accommodate this, the FLC Curriculum Committee has a Distance Education subcommittee that reviews the DE sections of a course outline and then makes a recommendation that informs the review and approval of the course by the full Curriculum Committee.

All courses submitted to the Curriculum Committee must have the following information defined:

- Instructional methods and in-class activities – the methods that are appropriate for presenting the class material based on outcomes and objectives and the in-class activities appropriate to support the outcomes and objectives.
- Typical homework assignments – the types of homework assignments that are appropriate to strengthen the outcomes and objectives.
- Evaluation methods – the methods that are appropriate for evaluating and assessing the student's understanding of the outcomes and objectives.

In addition to the above information, Distance Education approval requires the following information:

- Instruction methods and in-class activities, which describe how the instruction methods will be employed for the particular DE modality.
- Typical homework assignments, which describe how the typical homework assignments will be employed for the particular DE modality.
- Evaluation methods, which describe how the evaluation and assessment methods will be employed for the particular DE modality.
- Allocation of instructional time, which describes how the hours of instruction for the course will be allocated for the particular DE modality.
- Regular instructional contact, which describes the number and type of contacts the student, can typically expect to have with the professor for the particular modality. This could include onsite contacts such as orientation meetings as well as online contacts such as discussions, e-mails, chats, phone calls, etc.



Student authentication for DE courses is required and is based upon individual student ID and password necessary to participate in the course. In addition, many DE courses require students to attend an onsite orientation and/or to take onsite assessments (e.g. exams). In addition, many instructors require that all papers in their classes be submitted through Turnitin.com to support academic integrity.

FLC and LRCCD attend to changes in regulations for DE through a variety of means including CIO listserv and the work of the Instructional Design and Development Coordinator. The Instructional Design and Development Coordinator provides continuity for maintaining an effective DE program, and is proactive in monitoring local, national and global trends in DE, and advocates for compliance with external guidelines and regulations (such as the ACCJC, CCCCCO, and US DOE). The College and District have exercised due diligence in complying with regulatory requirements and legal mandates.

### **Legal Requirements**

There are no special legal requirements for these programs.

### **Evidence of Governing Board Action**

This Distance Education Substantive Change Proposal was approved by the Los Rios Board of Trustees at its September 9, 2015 meeting (Attachment 16).

## **EVIDENCE THAT ELIGIBILITY REQUIREMENTS ARE MET**

### **Certification of Continued Compliance with Eligibility Requirements**

#### **1. Authority**

Folsom Lake College is a public, two-year community college accredited by the Accrediting Commission for Community and Junior Colleges of the Western Association of Schools and Colleges. Folsom Lake College is authorized to operate as a degree granting institution by the State of California, the Board of Governors of the California Community Colleges, and the Board of the Los Rios Community College District.

#### **2. Mission**

Folsom Lake College's educational mission is clearly defined and published in the College catalog. The educational mission is aligned with the Los Rios Community College District's mission statement and is appropriate for a degree-granting institution of higher education and the constituency the College seeks to serve. The College's mission defines the College's commitment to supporting student learning with respect to programs, support services, opportunities, and environment. The Los Rios Community College District Board of Trustees approved the College's most recent revision to its mission statement in June 2014.

#### **3. Governing Board**

Folsom Lake College is one of four colleges in the Los Rios Community College District. The District is governed by a publicly elected seven-member Board of Trustees, elected by area and joined by a non-voting student trustee. The Board of Trustees is an independent policy-making body overseeing the District and the four colleges. Meetings are held monthly and scheduled at each of the four colleges once per year. A majority of the board members have no

employment, family, or personal financial interest in the institution.

#### **4. Chief Executive Officer**

Dr. Rachel Rosenthal serves as the president and chief executive officer of Folsom Lake College. Dr. Rosenthal was hired for this position in July 2012 and reports directly to the Los Rios Community College District's chancellor, Dr. Brian King, who was hired 1 February 2013.

#### **5. Administrative Capacity**

Folsom Lake College has sufficient academic and support services and administrative staff members with appropriate preparation and experience to provide the administrative services necessary to support the College mission. Organizational charts for the College are included in the introduction of this report.

#### **6. Operational Status**

Folsom Lake College has been in continuous operation since 2004, when it received its initial Accreditation. The College serves approximately 8200 students across its main campus in Folsom, El Dorado Center in Placerville, and Rancho Cordova Center in Rancho Cordova. Most students are actively pursuing vocational certificates, associate degrees, and/or transfer opportunities to four-year institutions.

#### **7. Degrees**

Folsom Lake College offers 44 Associate of Arts, Associate of Science, and Associate Degree for Transfer degrees. Students are enrolled in courses required for a certificate or degree program and/or required for transfer to four-year institutions as described in the College catalog.

#### **8. Educational Programs**

Folsom Lake College's degree and certificate programs are congruent with its mission and are based on recognized higher education fields of study. All programs culminate in identified student learning outcomes that are assessed regularly. The Curriculum Committee, one of the College's participatory governance committees, ensures that the programs provide appropriate content and length and meet levels of quality and rigor appropriate to the degrees and certificates offered. The degree programs meet California Code of Regulations, Title 5 curriculum requirements, and, when combined with the general education component, represent two years of full-time academic work. The College also offers 34 vocational certificates in career and technical education.

#### **9. Academic Credit**

Folsom Lake College awards academic credits based on the traditional Carnegie unit and accepted practices of California community colleges under California Code of Regulations, Title 5. The traditional classroom lecture class requires the equivalent of 1.1 hours per week for each semester unit awarded. Laboratory classes require 3.3 hours per week for each semester unit awarded. The traditional semester is sixteen weeks long. The College catalog and class schedules provide detailed information about academic credits.

#### **10. Student Learning and Achievement**

Folsom Lake College identifies course, program, and institutional student learning outcomes (SLOs) in all modalities. The College assesses student achievement of those outcomes and uses the assessment results to make necessary improvements. SLOs for all degree and certificate programs and courses are documented in SOCRATES, the District's online curriculum database. Program SLOs are also published in the College catalog, and course SLOs are included in all class syllabi.

### **11. General Education**

Students must complete a minimum of 21 semester units of general education (GE) courses and demonstrate competency in writing, reading, and math to receive an associate degree. The GE units are designed to ensure breadth of knowledge, to promote intellectual inquiry, and to offer an introduction to major areas of knowledge. Degree credit for the College's general education courses is consistent with the levels of quality and rigor appropriate to higher education. The general education program has comprehensive student learning outcomes that are assessed regularly.

### **12. Academic Freedom**

Faculty members and students at Folsom Lake College are free to examine and to test all knowledge appropriate to their discipline or area of major study. The Los Rios Community College District Board expresses its support for the principles of Academic Freedom in Board Policy P-7142, which states that "a college best serves its community, notes a stronghold of rigid tradition, but as an open intellectual forum where varying shades of opinion may be freely expressed and fairly debated." The College catalog (p.73) contains the American Association of University Professors Statement of Principles on Academic Freedom and also the Los Rios Colleges Federation of Teachers' Statement on Academic Freedom.

### **13. Faculty**

Folsom Lake College has a substantial core of 100 full time faculty members and 186 adjunct faculty members, sufficient in size and experience to support all of the institution's educational programs. Faculty members must meet the minimum requirements for their disciplines based on regulations for the Minimum Qualifications for California Community College Faculty established in California Code of Regulations, Title 5. The faculty contract provides a clear statement of faculty responsibilities, which include assessment of student learning outcomes.

### **14. Student Services**

Folsom Lake College provides a comprehensive array of student services for all students and provides basic skills courses for students who require preparation for college level work.

### **15. Admissions**

Folsom Lake College has adopted and follows admission policies consistent with its mission as a public California community college and complies with California Code of Regulations, Title 5. Admissions policies are published in the College catalog and class schedules.

### **16. Information and Learning Resources**

Folsom Lake College provides specific long-term access to sufficient print and electronic information and learning resources through its libraries and academic support programs to

meet the educational needs of students, including those enrolled in distance education programs and classes.

### **17. Financial Resources**

Folsom Lake College, through the Los Rios Community College District, documents a funding base, financial resources, and plans for financial development that are adequate to support student learning programs and services, to improve institutional effectiveness, and to assure financial stability.

### **18. Financial Accountability**

The Los Rios Community College District regularly undergoes an external financial audit for the District and its colleges by a certified public accountant. The audit, which the District makes available for viewing, is conducted in accordance with generally accepted auditing standards and Government Auditing Standards issued by the Comptroller General of the United States. The College demonstrates compliance with Title IV federal requirements.

### **19. Institutional Planning and Evaluation**

Folsom Lake College assesses progress toward achieving its stated goals and makes decisions regarding improvement through an ongoing and systematic cycle of evaluation, integrated planning, resource allocation, implementation, and re-evaluation. The College systematically evaluates how well and in what ways it is accomplishing its purposes through various integrated processes that include strategic plan review, program review, student learning outcomes assessment, and annual department/unit plan review. College planning and evaluation processes align with Los Rios Community College District processes.

### **20. Integrity in Communication with the Public**

Folsom Lake College publishes a print catalog that is also available on the College website. The catalog contains: current data regarding College name, location, and contact information; College mission and vision; course, program, and degree offerings; academic calendar; policies on the rights of individuals, including a statement of principles on academic freedom; student development programs and services, including financial aid and learning resources; names and degrees of faculty members and administrators; and names of governing board members.

### **21. Integrity in Relations with the Accrediting Commission**

The Los Rios Community College District Board of Trustees provides assurance that Folsom Lake College adheres to the Eligibility Requirements and Accreditation Standards and policies of the Commission, describes the College in identical terms to all its accrediting agencies, communicates any changes in its accredited status, and agrees to disclose information required by the Commission to accomplish its accrediting responsibilities.

## **EVIDENCE THAT THE ACCREDITATION STANDARDS ARE MET**

### **Standard I: Institutional Mission and Effectiveness**

#### **A. Mission**

FLC's educational purposes as indicated in its vision and mission statements are consistent

and aligned with those in the District vision and mission statement. Furthermore, FLC's educational purposes align with those listed in the California Community Colleges Chancellor's Office mission, which includes programs for associate degrees and certificates; transfer education; basic skills and English language proficiency; economic and workforce development; and lifelong learning. The mission and purposes of the institution are therefore appropriate to an institution of higher learning.

FLC's mission statement infers an intended student population in the community, age 16 or older. This population includes but is not limited to high school students in their junior and senior years who are interested in taking transfer-level courses through FLC's advanced education program; high school graduates and older, re-entry students working on transfer and degree programs; employed and unemployed students enrolling in career and technical education programs designed to enhance employment and career skills; working professionals enrolling in specific courses to maintain work certificates and licenses; students enrolling in basic skills and ESL courses; and lifelong learning students of all ages enrolling in personal interest courses.

## **B. Institutional Effectiveness**

Folsom Lake College (FLC) demonstrates a conscientious effort to produce and to support student learning, measures that learning, assesses how well learning is occurring, and makes changes to improve student learning. FLC organizes its key processes and allocates its resources to support student learning and demonstrates its effectiveness by providing 1) evidence of the achievement of student learning outcomes and 2) evidence of institution and program performance. FLC uses ongoing and systematic evaluation and planning to refine its key processes and to improve student learning. Student learning is the core of FLC's mission statement (Ref. I. 01), and all FLC processes are structured to support and to improve student learning. FLC's key performance indicators (KPIs), along with other assessment mechanisms like the California Community Colleges' Student Success Scorecard, are analyzed annually to inform decisions about student learning. FLC's planning, implementation, and evaluation processes align with Los Rios Community College District (LRCCD) processes and follow applicable federal and state laws, LRCCD board policies and regulations, and collective bargaining agreements.

FLC provides evidence of achievement of student learning outcomes and service area outcomes in a number of ways. The College's research office distributes its annual Key Performance Indicator (KPI) Report to all participatory governance committees and constituent groups within the College. Departments and operating units are asked to report on student learning outcomes assessment and to address how outcomes might be improved every year via annual department/unit plans and every six years via program reviews. Each spring the Institutional Planning Committee (IPC) reviews the annual College goals and achievements and helps the College president to identify resource allocations beneficial to student success. FLC processes are reviewed annually by the IPC, and modifications for improvement are discussed and made as necessary.

FLC produces and supports student learning, measures that learning, assesses how well learning is occurring, and makes changes to improve student learning. FLC organizes its key

processes and allocates its resources to support student learning and demonstrates its effectiveness by providing 1) evidence of the achievement of student learning outcomes and 2) evidence of institution and program performance. FLC uses ongoing and systematic evaluation and planning to refine its key processes and improve student learning.

## **Standard II: Student Learning Programs and Services**

### **A. Instructional Programs**

The quality and appropriateness of new instructional programs are maintained through FLC's program approval process for transfer and CTE programs. New program proposals are reviewed by the Curriculum Committee's Program Development and Planning (PDP) Subcommittee and by the District's Program Placement Council (PPC). Once program proposals are approved for further development, FLC administrators and faculty members converse with colleagues at transfer institutions and industry advisory boards to ensure the quality of course and program content. Programs and related courses are developed using SOCRATES, the District's online curriculum management system, which enables faculty members throughout the District to comment on proposals. Developed proposals go through

College and District review processes; the proposals, after gaining Board of Trustee approval, are then sent to CCCCCO for final approval. CTE program and course proposals must also gain approval from the state's North/Far North Regional Consortium before they are sent to CCCCCO. Additionally, information about all CCCCCO approved programs is sent to the Commission, which determines whether a substantive change proposal is required.

Student learning needs are reviewed further through the annual department/unit plan process, which documents significant findings and needs emerging from departments' course and program level outcomes assessments. The Student Learning Outcomes Committee examines the results and provides an annual assessment report to the Academic Senate and to the Institutional Planning Committee. The report covers issues, themes, and needs arising across disciplines. This report, previously shared with the above committees in fall semesters, now is shared in spring semesters so that its content can inform College goals and prioritized planning for the coming year.

The quality, appropriateness, and currency of existing instructional programs are maintained through FLC's instructional program review process which occurs every six years for transfer programs and every two years for CTE programs. The program review process requires that discipline faculty members state the instructional program's mission, which, according to the program review requirements, should reflect and reinforce the College mission. Additionally, each instructional program review documents the following information: program overview, relevancy, currency, curriculum, student access to program courses, student achievement, program enrollment and productivity, required resources for improving program, and recommendations. Each review must be supported by enrollment and student achievement data, student survey data, department data, and any relevant and available labor market data. FLC also has a program appraisal and recommendation process by which declining programs can be appraised and subsequently be revised to enhance viability or be discontinued.

#### **A. Student Support Services**

The Folsom Lake College (FLC) mission defines the role of student support services as providing comprehensive "support services to promote the success of all students." Additionally, the Los Rios Community College District mission indicates that each college within the District shall provide "a comprehensive range of student development programs and services that support student success and enrich student life."

In keeping with both the District and College missions, FLC offers comprehensive support programs and services to its diverse student body. These include admissions and records/registration, assessment, California Work Opportunities and Responsibility to Kids (CalWORKs), career and transfer center, Cooperative Agencies Resources for Education (CARE), counseling and articulation, disabled students programs and services (DSPS), extended opportunity programs and services (EOP&S), financial aid, follow-up services and early alert, health and wellness services, student life, outreach, and a veterans resource center. These support services demonstrate a concern for all students, at all levels, and for all goals, from basic skills to graduation and transfer. Learning support services,

administered through instructional offices, include tutoring, libraries, and open computer labs at all three sites, the reading/writing center (RWC) at FLC-main and the English Center at the El Dorado Center (EDC), and SOAR Workshop Central at FLC-main. These services further contribute to a supportive learning environment.

Support services are provided to students at all three sites though some services are offered on a coordinated, as needed basis at EDC and the Rancho Cordova Center. Support services and programs are available to all students admitted to FLC. Admissions policies are consistent with state guidelines, and FLC admits any student who meets the eligibility criteria. As required in board policy P-2211 and as indicated in the catalog, FLC, in meeting its open access requirement, “shall admit any California resident, and may admit any nonresident, possessing a high school diploma or the equivalent thereof.” Also in keeping with policy and regulations on advanced education, FLC admits eligible high school students who have completed the tenth grade and who are at least 16 years old.

## **B. Library and Learning Resources**

Folsom Lake College (FLC) provides students and personnel responsible for student learning programs and services adequate access to the library and other learning support services, regardless of their location or means of delivery. The libraries provide on-site and remote access to over 40 research databases, which include over 14,000 periodical titles and more than 10,000 e-Books. Students, faculty members, and staff can access these databases from any District computer or from remote locations using their unique personal identification number and password. Individual database tutorials are available online 24 hours/day, seven days a week, and librarian assistance is available in- person, by phone, or through e-mail during open library hours. Additional materials and services that can be accessed remotely include eReserves (electronic course reserves), research guides, tutorials, handouts, ILL requests, “Ask a Librarian” e-mail service, telephone reference, online book renewal services and library account online service.

## **Standard III: Resources**

### **A. Human Resources**

Folsom Lake College (FLC) conducts its hiring processes in accordance with board policies P-5121 (full time faculty members), P-5122 (adjunct faculty members), P-6122 (regular and long term temporary classified), P-6123 (temporary classified), and P-9121 and P-9122 (administration). Hiring practices are also guided by the District’s Equity Handbook, the District’s Faculty Hiring Manual, and the FLC Academic Senate’s Faculty Hiring Prioritization Process . FLC’s hiring prioritization processes are designed so that new positions arise as a result of programmatic need.

### **B. Physical Resources**

Folsom Lake College (FLC) and the Los Rios Community College District work together to plan, to build, to maintain, to upgrade, and to replace physical resources to assure effective use and the continuing quality necessary to support programs and services. Board regulation R-8417 describes the facility planning process. The District’s facilities



management department (FM) coordinates facilities planning activities for all four colleges. FLC and the District have separate responsibilities. FM is responsible for determining the projected regional population and population growth by specific campus or site; determining the anticipated type and amount of space that will be needed at each site; determining the existing facilities types and capacities; developing state prescribed capacity load ratios; determining the best possible funding sources or funding options; and reviewing and communicating current space use. FLC is responsible for developing annual department/ unit plans (ADP/AUPs), assessing existing facilities, and determining new space requirements; coordinating department enrollment projections (growth/ decline) to ensure that total projections for FLC correlate with enrollment projections and capacity load ratios provided by the District; and developing an overall educational master plan that indicates which programs are intended to grow and which programs are intended to decrease.

### **C. Technology Resources**

FLC's Technology and Distance Education Plan describes the various technology components at FLC's three campuses and indicates whether responsibility for each component lies with the District or the College. The plan includes individual planning items for each component, and the items are presented in a matrix that includes timelines, success indicators, lead units, and status.

FLC and District provide significant technology infrastructure to support fully online, hybrid, web-enhanced, and interactive television (iTV) instruction. The District provides and manages the Desire2Learn learning management system, which supports online as well as conventional instruction. FLC's iTV system is managed by media services. The iTV system is semi-automated and allows a single operator at the FLC-main campus to produce, to direct, and to engineer all audio and video switching necessary for each class. Video teleconference capability is also provided for both local and international events. Each location is connected via cameras and microphones that provide students and instructors with real time audiovisual communications. Students and instructors can view all center-based audiences simultaneously, without loss of conventional classroom functionality. Current semester iTV classes are streamed live and are archived for on-demand student review.

Nearly all services and resources provided by the FLC's libraries have a technological component that provides necessary services to both on-campus and distance education students. To maximize the libraries' technology resources, FLC works together with other colleges in the District to leverage purchase and support in several areas, including subscription databases and e-Book collections, both of which are accessible by distance education students.

FLC's innovation center provides training and resources to assist faculty members and staff in the design and development of distance education classes. The innovation center facility consists of an open computer lab, an A/V studio, and a small classroom space. The center is staffed by an instructional design and development coordinator who provides individualized and group training on instructional design, digital media and tools, and online pedagogy. Particular emphasis is placed on continued development, training, and support for faculty members on the use of the District's learning management system.

#### **D. Financial Resources**

District and College financial planning is described in the Los Rios Community College District 2015- 16 Tentative Budget, also known as the Budget Book. The District reviews its mission and goals as part of the annual fiscal planning process. As indicated in the Budget Book's executive summary (p. 15), District financial planning is intended to reflect the educational programs of the Los Rios Community College District, which are consistent with the mission of the California Community Colleges Chancellor's Office (CCCCO). The District and College's financial planning processes include review and consideration of the CCCCCO mission as well as the values, vision, and mission statements. The annual fiscal planning process also includes identification of goals for achievement, as identified in the executive summary (p. 19). Each year, a Tentative Budget is presented to the Board of Trustees in the early fall, and, following Board approval, copies of the Adopted Budget are distributed throughout the District.

### **Standard IV: Leadership and Governance**

#### **A. Decision-Making Roles and Processes**

The responsibilities and authority of faculty members and academic administrators regarding student learning programs and services are defined in College and District documents. The Collegial Consultation Agreement (outlines the collegial consultation process involving the Academic Senate and the College president as pertains to academic and professional matters, as they are defined in Section 53200 of Title 5. Specifically, the document addresses how academic and professional matters are determined and directed; how they are to be addressed by the Academic Senate and the participatory governance committees; and how they are directed to and accepted, amended, or rejected by the College president. The College president will normally accept the recommendations of the Academic Senate on academic and professional matters. In accordance with Title 5 (§53203), only in exceptional circumstances and for compelling reasons will the recommendations not be accepted. If the Academic Senate's recommendation on academic and professional matters is not accepted, the College president shall promptly communicate (within seven working days) the reasons in writing to the Academic Senate president.

#### **B. Board and Administrative Organization**

Los Rios Community College District board policies and regulations describe governing board expectations for quality, integrity and improvement of student learning programs and services. Board policy P-3112 "Supervision and Control" describes what the trustee responsibilities are and how the board exercises its leadership. Board policy P-3112 also lists trustee responsibilities: Leadership, Adoption of Policies, Evaluation, and Maintaining Relationships.

**Appendix A – FLC General Education Requirement Analysis**

<b>Area</b>	<b>Courses in the Area approved for Distance Education</b>
Written Expression Competency	BUS 310, ENGWR 300
Reading Competency	
Math Competency	MATH 120
Humanities	ARTH 300,333; HUM 300,310, 320,325,332; MUFHL 300, 330; SILA 305,306; TA 300
Language and Rationality	BUS 310; ENGWR 300
	ACCT 301; CISC 310; CISP 360, 400; COMM 301,331,361,363; ENGWR 302; GEOG 330; MATH 120; MGMT 360; PJIL 300
Living Skills	HEED 351
	ALL WEXP 498; BUSTEC 307, 307.1; 332; CISC 300,310; COMM 321; ECE 312, 314, 415; FCS 324;HCD 310, 318,330; HEED 300, 351; INDIS360; KINES 300,416; LIBR 318;NUTRI 300, 302,308,320,322,324; PSYC 356, 370,372; SOC 310
Natural Sciences	ANTH 300, 303;ASTR 300; BIOL 300, 307,310,350,430; GEOG 300, 306; GEOL 300,305,310,330, 345;PSYC 312
Social/Behavioral Sciences	HIST 312, 313, 314; POLS 301
	ANTH 310, 320; BUS 320, 330; CMED 300; COMM 325,341,351,363; ECE 312; ECON 302, 304, 320; FCS 324; GEOG 310,322; JOUR 310 ; POLS 302,320; PSYC 300, 320, 370, 372; SOC 300,301,310
Ethnic/Multicultural Studies	ANTH 310; ARTH 333;BUS 330; COMM 325; ECE 430; GEOG 310,322; HUM 320, 325,332; MUFHL 330; PSYC 356

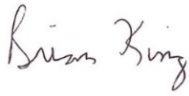

**Appendix B - CSU General Education Requirement Analysis**

<b>Area</b>	<b>Courses in the Area approved for Distance Education</b>
Oral and Written Communication & Critical Thinking	COMM 301,311,331361
	ENGWR 300
	COMM 311,315; ENGWR 301, 302; PHIL 300
Physical Universe and Life Forms	ASTR 300;GEOG 300, 306; GEOL 300, 305,306, 310,330,345
	ANTH 300; BIOL300,307,310, 350,430; ENVT 304; PSYC 312
Arts, Foreign Languages, Literature and Philosophy	ARTH 300, 333;MUFHL 300,330, 480; MUVI 310;TA 300
	ENGWR 301; HUM 300, 310,320,325,332
Social and Behavioral Sciences	HIST 312, 313; POLS 301
	ANTH 310,320, BUS 330; COMM 325; 341,351,363; ECON 302,304; ECE 312,314; FCS 324; GEOG 310; POLS 302,310;PSYC 300,312,320; SOC 300, 301;
Lifelong Understanding and Development	COMM 321, ECE 314; FCS 324;HEED 300, 350; HCD 310; NUTRI 300,302; PSYC 356,370; SOC 310

# LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: September 9, 2015

<b>SUBJECT:</b>	District Strategic Plan Update	ATTACHMENT: NONE	
		ENCLOSURE: NONE	
<b>AGENDA ITEM:</b>	Information Item A	TYPE OF BOARD CONSIDERATION:	
<b>RECOMMENDED BY:</b>	Brian King 	CONSENT/ROUTINE	<input type="checkbox"/>
		FIRST READING	<input type="checkbox"/>
<b>APPROVED FOR CONSIDERATION:</b>	Brian King 	ACTION	<input type="checkbox"/>
		INFORMATION	<input checked="" type="checkbox"/>

**BACKGROUND:**

In 2011, the District developed a strategic plan for the period for 2011-2015. Recently, publication of the 2011-15 Strategic Plan Progress Report marked the end of the last plan and, at the same time, launched a new beginning for Los Rios. As the District celebrates 50 years of excellence in 2015, the development of the next strategic plan provides an opportunity to respond to exciting challenges as our students' needs change and our communities move into the future.

**STATUS:**

The District is in the process of selecting a consultant to assist with the planning and implementation of the strategic planning process, with a goal of having a consultant in place in the early fall. At the beginning of 2016, district-wide input will be solicited and will play a vital role in the development of the plan. The Strategic Plan will come to the Board for approval in late spring.

**RECOMMENDATION:**

This item is presented for the Board of Trustees' information and discussion.

# LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: September 9, 2015

<b>SUBJECT:</b>	Citizens' Bond Oversight Committee Annual Report 2014-2015	ATTACHMENT: None	
		ENCLOSURE: Yes	
<b>AGENDA ITEM:</b>	Information Item B	TYPE OF BOARD CONSIDERATION:	
<b>RECOMMENDED BY:</b>	Theresa Matista <i>Theresa Matista</i>	CONSENT/ROUTINE	<input type="checkbox"/>
		FIRST READING	<input type="checkbox"/>
<b>APPROVED FOR CONSIDERATION:</b>	Brian King <i>Brian King</i>	ACTION	<input type="checkbox"/>
		INFORMATION	<input checked="" type="checkbox"/>

**BACKGROUND:**

On March 5, 2002, the electorate of the Los Rios Community College District approved Measure A, the District's \$265 million general obligation bond program. In November 2008, the electorate also approved Measure M in the amount of \$475 million. Both elections were conducted under Proposition 39, which requires the establishment of a Citizens' Bond Oversight Committee. The Oversight Committee Bylaws also require that an annual written report be presented to the Board of Trustees in open session.

**STATUS:**

The District's Oversight Committee was created in spring 2002 and concluded its thirteenth full year of operation on June 30, 2015. Consistent with the Oversight Committee Bylaws and state statutes, it is appropriate to present the Annual Report for the 2014-15 year. Staff will present the committee's annual report in fulfillment of the requirements of Article XIII A, Section 1(b)(3) of the California Constitution.

**RECOMMENDATION:**

It is recommended that the Board of Trustees receive the 2014-15 Annual Report from the Citizens' Bond Oversight Committee.

# LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: September 9, 2015

<b>SUBJECT:</b>	Cosumnes River College Jump Start Program: Creating Opportunities for At-Risk Students	ATTACHMENT: None	
		ENCLOSURE: None	
<b>AGENDA ITEM:</b>	Information Item C	TYPE OF BOARD CONSIDERATION:	
<b>RECOMMENDED BY:</b>	Edward Bush <i>Edward C. Bush</i>	CONSENT/ROUTINE	
		FIRST READING	
<b>APPROVED FOR CONSIDERATION:</b>	Brian King <i>Brian King</i>	ACTION	
		INFORMATION	X

**BACKGROUND:**

The Cosumnes River College Jump Start Program began in 2012 as a partnership with UC Davis' Early Academic Outreach Program (EAOP). It was formed to reach out to African-American and Latino males and expanded to Filipino males this year. It is a two-week program offered during the summer. Jump Start was designed to give these students an opportunity to successfully transition from high school to college in a supportive environment and make them more aware of what is expected in college through students' participation in a variety of enrichment activities designed to build their academic and social skills, and create a sense of understanding about the differences between high school and college and give them a sense of community. It prepares these at-risk students to be successful not only at CRC, but as transfer students at the university level. Participants are able to visit UC Davis and Sacramento State as part of the program and find support in college faculty, staff and administrators and especially among themselves, leading to a higher rate of success among this group of students.

**STATUS:**

College administrators and students will provide an overview of this program and the goals for expanding it in the future.

**RECOMMENDATION:**

This item is presented to the Board of Trustees for information and discussion.