

LOS RIOS COMMUNITY COLLEGE DISTRICT



BOARD MEETING AGENDA Wednesday, November 18, 2015 5:30 pm

MEETING LOCATION:
Sacramento City College
Performing Arts Center (PAC), Room 106
3835 Freeport Boulevard
Sacramento, CA 95822

1. CALL TO ORDER

Board President

2. ORAL COMMUNICATIONS

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

3. CONSENT CONSIDERATIONS

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

A. Board Meeting Minutes: October 2-3 and 21, 2015	Brian King
B. Scheduling of Board of Trustees Annual Organizational Meeting	Brian King
C. Curriculum Proposals: ARC/CRC/FLC/SCC	Susan Lorimer
D. Board Policy Revisions: Probation and Dismissal (P-2231)	JP Sherry
E. Application to Present Late Claim: Julia Coleman	JP Sherry
F. SCC Student Services Modernization Bid Transactions	Theresa Matista
G. Los Rios Foundation Quarterly Investment Report	Theresa Matista
H. Ratify: Grants and Contracts Awarded	Beverly Sandeen
I. Ratify: New Contracts and Renewals	Theresa Matista
J. Ratify: Affiliation and Other Agreements	Theresa Matista
K. Disposition of Surplus Equipment	Theresa Matista
L. Purchase Orders, Warrants, Checks, and Wires	Theresa Matista
M. 2015-16 Sabbatical and Professional Development Leaves	Brian King
N. Regular Human Resources Transactions	Brian King

4. FIRST READING

A. Draft 2016 Board Meeting Calendar	Brian King
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5. INFORMATION

A. Sacramento City College's ESTEEM Program	Kathryn Jeffery
B. Sacramento City College's 100th Anniversary	Kathryn Jeffery

6. BOARD MEMBER REPORTS

7. FUTURE AGENDA ITEMS

8. REPORTS and COMMENTS

- Student Association
- Classified Senate
- Academic Senate
- Other Recognized Constituencies
- Chancellor’s Report

9. CLOSED SESSION

Closed session may be held as authorized by law for matters including, but not limited to collective bargaining (Rodda Act), Education Code provisions, pending litigation, etc.

- A. Pursuant to Government Code section 54957: Complaint against Public Employee
- B. Pursuant to Government Code section 54956.9: Conference with Legal Counsel – Existing Litigation; WCAB No. ADJ7592014; 7592015; 7762882

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

11.ADJOURNMENT

LOS RIOS BOARD OF TRUSTEES			
Dustin Johnson President ▪ Area 1	Deborah Ortiz Vice President ▪ Area 6	Robert Jones ▪ Area 2 John Knight ▪ Area 3 Ruth Scribner ▪ Area 4	Pamela Haynes ▪ Area 5 Kay Albiani ▪ Area 7 Cameron Weaver ▪ Student Trustee
Regular Board Meetings are generally held every second Wednesday of the month at 5:30 pm ▪ <i>Note:</i> Meeting times and locations are subject to change. For current information, call the District Office at (916) 568-3021.			
December 9, 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: www.losrios.edu			
Help Us Help You			
Los Rios Community College District strives to make reasonable accommodations in all of its programs, services and activities for all qualified individuals with disabilities. Notification (568-3021) 48 hours in advance will enable the District to make arrangements to ensure meeting accessibility. When you arrive, please contact a staff member if you need assistance (Pursuant to Govt Code § 54954.2).			

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: November 18, 2015

SUBJECT:	Board Meeting Minutes: October 2-3 and 21, 2015	ATTACHMENT: Yes	
		ENCLOSURE: None	
AGENDA ITEM:	Consent Item A	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	Brian King <i>Brian King</i>	CONSENT/ROUTINE	X
		FIRST READING	
APPROVED FOR CONSIDERATION:	Brian King <i>Brian King</i>	ACTION	
		INFORMATION	

STATUS:

The minutes of the Board of Trustees meetings held on October 2-3 and 21, 2015 are attached for Board review and consideration.

RECOMMENDATION:

It is recommended that the Board of Trustees approve the minutes of the meetings held on October 2-3 and 21, 2015.



LOS RIOS COMMUNITY COLLEGE DISTRICT

Board of Trustees Retreat
Friday, October 2, 2013 - 5:30 p.m.
Saturday, October 3, 2015 - 9:00 a.m.

FRIDAY, OCTOBER 2, 2015

1. CALL TO ORDER

The board retreat was called to order by President Johnson at 5:40 p.m., in the Main Conference Room at Los Rios Community College District, 1919 Spanos Court, Sacramento, California.

Present:

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

Brian King, Chancellor

Absent:

John Knight

2. ORAL COMMUNICATIONS

There were no oral communications.

3. CLOSED SESSION

The Board Members went into closed session at 5:40 p.m. to consider the matter listed below:

- A. Pursuant to Govt. Code § 54957: Public Employee Evaluation on Contract: Contract Officers

No reportable action was taken in closed session.

4. OPEN SESSION

Open Session resumed at 6:40 p.m.

5. ACTION

A. Contract Officer Contracts

A motion was made by Ms. Albiani, seconded by Ms. Haynes, that the Board of Trustees:

a) Extend the contracts to June 30, 2018 for the District Officers listed:

Ryan Cox, Associate Vice Chancellor of Human Resources
Kathryn Jeffery, President Sacramento City College
Sue Lorimer, Vice Chancellor of Education & Technology
Pablo Manzo, Associate Vice Chancellor of Facilities Management
Theresa Matista, Vice Chancellor, Finance & Administration
Victoria Rosario, Associate Vice Chancellor of Student Services
Rachel Rosenthal, President Folsom Lake College
Beverly Sandeen, Vice Chancellor, Resource Development
JP Sherry, General Counsel

b) Extend the contracts to June 30, 2017 for the District Officers listed:

Thomas Greene, President, American River College
Rose Ramos, Associate Vice Chancellor, Finance

c) Grant annual step increases to those eligible on the Management Salary Schedule as listed:

Sue Lorimer, Vice Chancellor of Education & Technology
Theresa Matista, Vice Chancellor, Finance & Administration
Douglas Meline, Associate Vice Chancellor, Information Technology
Thomas Greene, President, American River College

Motion carried; 6:0

6. FUTURE DIRECTIONS DISCUSSION

- A. Los Rios Budget & Enrollment Update
- B. Draft 2016 Board Meeting Calendar
- C. Board Self Evaluation
- D. Board Requested Information Items
- E. Strategic Timeline for Student Access/Success: Major Initiatives for LRCCD

ADJOURNMENT (7:42 p.m.)

A motion was made by Ms. Ortiz, seconded by Mr. Jones, that the meeting be continued to Saturday, October 3th at 9:00 am.

Motion carried; 6:0

SATURDAY, OCTOBER 3, 2015

President Johnson called the meeting to order at 9:00 a.m.

7. UPDATE AND DISCUSSION OF DISTRICT STRATEGIC PLAN: 2014-15 ACHIEVEMENTS / 2015-16 DESIRED OUTCOMES

The Board of Trustees reviewed information and discussed items related to the District Strategic Plan as follows:

A. STUDENT SUCCESS

1. American River College
2. Cosumnes River College
3. Folsom Lake College
4. Sacramento City College
5. Los Rios Trend Lines Update

B. TEACHING AND LEARNING EFFECTIVENESS

1. Student Success Scorecard Update: As required by Education Code, Section 84754.5 (d), the results of the 2015 Scorecard reports were presented for American River College, Cosumnes River College, Folsom Lake College, and Sacramento City College, including data on completion, persistence, 30-units, remedial mathematics, remedial English, remedial English as a second language, and career technical program completion. Board members asked questions regarding student progress and how the Scorecard data related to the annual District Trend Line data on student access and success.
2. Accreditation Update
3. Adult Education Update

C. ACCESS AND GROWTH

1. Access Update

D. COMMUNITY, ECONOMIC AND WORKFORCE DEVELOPMENT

1. Resource Development Update

E. ORGANIZATIONAL EFFECTIVENESS

1. Recruitment and Hiring Statistics

8. OPEN BOARD DISCUSSION

The Board discussed a number of issues related to the future of the District and asked staff to provide information on those items at future meetings.

9. ADJOURNMENT

President Johnson adjourned the meeting at 12:37 p.m.

Brian King

Chancellor and Secretary to the Board of Trustees

Draft minutes presented to the Board of Trustees: November 18, 2015



LOS RIOS COMMUNITY COLLEGE DISTRICT
Board Meeting Minutes
Wednesday, October 21, 2015

1. CALL TO ORDER

The board meeting was called to order by President Johnson at 5:30 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

Laurie Jones expressed condolences on the passing of former Los Rios Trustee George Stewart, and thanked the Board of Trustees for their approval of the Universal Transit Pass Agreement with Regional Transit.

3. CONSENT CONSIDERATIONS

A motion was made by Ms. Scribner, seconded by Ms. Haynes, that the Board of Trustees approve Consent Consideration items A through M.

Roll Call Vote:

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

No: None

Absent: None

Motion carried; 7:0

A. Board Meeting Minutes: September 2 and 9, 2015

That the Board of Trustees approve the minutes of the workshop held on September 2, 2015 and the meeting held on September 9, 2015.

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

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

C. Non-Substantive Board Policy Revisions: Student Funds (P-2314); Employment Services (P-2623); Gifts, Devises, and Bequests (P-8254); District Vehicle Use (P-8343); Security Services (P-8351); Naming of Facilities and Areas (P-8431)

That the Board of Trustees approve the proposed revisions to the policies in the October board agenda packet.

D. Resolution No. 2015-21: Liability Coverage for District Volunteers

That the Board of Trustees approve/adopt Resolution No. 2015-21 regarding liability coverage for volunteers.

E. District Quarterly Financial Status Report (311Q)

That the Board of Trustees receive the September 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.

F. Special Event Authorization

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

G. Ratify: Grants and Contracts Awarded

That the Board of Trustees ratify the grant and contract awards listed herein pursuant to board policy 8315.

Title, Description, Term, Project Administrator	College/Unit	Amount	Source
CA Early Childhood Mentor Program <ul style="list-style-type: none"> • Renewal to provide stipends and professional development support to aspiring ECE teachers or administrators. • 8/1/2015 through 7/31/2016 • Administrator: Vicky Maryatt, Interim Dean, Health and Education 	ARC	\$650	Chabot-Las Positas CCD
CA Early Childhood Mentor Program <ul style="list-style-type: none"> • Renewal to provide stipends and professional development support to aspiring ECE teachers or administrators. • 8/1/2015 through 7/31/2016 • Administrator: Frank Malaret, Dean, Behavioral and Social Sciences 	SCC	\$650	Chabot-Las Positas CCD

Centers of Excellence – Technical Assistance Provider, Region A <ul style="list-style-type: none"> Renewal to serve as the technical assistance provider to colleges in the North Region. 7/1/2015 through 6/30/2016 Administrator: Jamey Nye, Associate Vice Chancellor, Instruction 	WED	\$200,000	CCCCO
Centers of Excellence – Technical Assistance Provider, Region D <ul style="list-style-type: none"> Renewal to serve as the technical assistance provider to colleges in the South Central Region. 7/1/2015 through 6/30/2016 Administrator: Jamey Nye, Associate Vice Chancellor, Instruction 	WED	\$200,000	CCCCO
Community Lactation Assistance Project <ul style="list-style-type: none"> Renewal funds to provide a course on lactation for First Five. 7/1/2015 through 6/30/2018 Administrator: Vicky Maryatt, Interim Dean, Health and Education 	ARC	\$9,966	County of Sacramento
Enrollment Growth ADN RN Program <ul style="list-style-type: none"> Renewal funds to support Nursing Program instruction. 7/1/2015 through 6/30/2016 Administrator: Vicky Maryatt, Interim Dean, Health and Education 	ARC	\$272,087	CCCCO
Faculty Entrepreneurship Mini Grant <ul style="list-style-type: none"> Funds to develop an international entrepreneurship certificate program. 1/1/2015 through 12/31/2015 Administrator: Gary Hartley, Dean, Instruction and Technology 	FLC	\$4,750	Woodland College, Small Business DSN
SMUD Tiny House Competition <ul style="list-style-type: none"> Funds to offset faculty participation in the competition. 11/3/2014 through 10/15/2016 Administrator: Bob Johnson, Dean, Careers and Technology 	CRC	Up to \$5,000	SMUD

H. Ratify: New Contracts and Renewals

That the Board of Trustees ratify the service and professional service agreements listed herein pursuant to board policy 8315.

CONTRACTS					
Description	Agreement Amount	Initial (I) Renewal (R)	Valid Dates	Consultant/ Contractor	Department Sponsor
Ems Controls Upgrade Commissioning Services for Prop 39	\$32,760.00	(I)	08/15/15 – 08/31/17	3QC Inc.	Facilities Management
SCC Mohr Hall Modernization Architecture & Engineering Services	\$1,120,000.00	(I)	09/01/15 – 12/31/18	Dreyfuss & Blackford Architects	Facilities Management

EDC Engineering Services for Documenting EMS Narrative Control Sequences	\$39,366.00	(I)	09/22/15 – 06/30/16	Honeywell, Inc.	Facilities Management
Architectural Services for CRC College Center Expansion	\$728,000.00	(I)	08/27/15 – 12/31/18	LPA Sacramento, Inc.	Facilities Management

I. Ratify: Affiliation and Other Agreements

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

J. Ratify Bid Transactions

That the Board of Trustees ratify and/or approve the bid transactions for the month of September as listed herein.

CHANGE ORDERS					
Bid No	Description	Change Amount	Change Number	Vendor	New Contract Total
13015	SCC Student Services Modernization	\$22,726.00	5	John F. Otto	\$9,043,417.10
15007	CRC Infrastructure Hydronic Modifications	\$45,806.00	1	Diede Construction, Inc.	\$2,164,306.00

K. Disposition of Surplus Equipment

That the Board of Trustees approve the disposal of the items listed in the October board agenda packet per Education Code section 81452.

L. 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 September 16, 2015 through October 15, 2015.

PURCHASE ORDERS		
General Fund	0001082945-0001083409 B116570-B116645	\$ 9,650,578.80
Capital Outlay Fund	0003016405-0003016440 B316003-B316004	
Child Development Fund	0006000764-0006000764	
Self-Insurance Fund	-	
WARRANTS		
General Fund	720296-721396	\$ 8,411,370.65
General Fund-ARC Instructional Related	005406-005536	
General Fund-CRC Instructional Related	021913-021951	

General Fund–FLC Instructional Related	030736-030746	
General Fund–SCC Instructional Related	044422-044529	
Capital Outlay Fund	830121-830217	
Child Development Fund	954127-954132	
Self-Insurance Fund	976267-976269	
Payroll Warrants	278843-280111	\$ 17,428,430.04
Payroll-Direct Deposit	748538-752765	
September Leave Process	280112-282981	
Payroll Vendor Warrants	59009-59164	
CHECKS		
Financial Aid Disbursements	2157194-2174872	\$ 14,913,071.86
Clearing Checks	-	\$
Parking Checks	2918-2919	\$ 66.00
Bookstore Fund – ARC	29671-29808	\$ 2,320,421.77
Bookstore Fund – CRC	026242-026317	
Bookstore Fund – FLC	9051-9084	
Bookstore Fund – SCC	047707-047790	
Student Clubs Agency Fund – ARC	4701-4754	\$ 170,095.50
Student Clubs Agency Fund – CRC	3725-3773	
Student Clubs Agency Fund – FLC	1960-1992	
Student Clubs Agency Fund – SCC	3167-3199	
Foundation – ARC	4547-4602	\$ 98,759.63
Foundation – CRC	1952-1987	
Foundation – FLC	0993-1008	
Foundation – SCC	3494-3510	
Foundation – DO	0687-0694	
Associated Students Trust Fund – ARC	0755-0755	\$ 42.24
Associated Students Trust Fund – CRC	-	
Associated Students Trust Fund – FLC	0546-0546	
Associated Students Trust Fund – SCC	-	
Regional Performing Arts Center Fund	USI Check System 3390-3452 Manual Checks 9121-9122	\$ 423,940.41
WIRES		
Board of Equalization	-	\$ 7,600.00
PARS	-	\$ 24,676.07
Vendors	-	\$ -
Backup Withholding	-	\$ -
Retiree Health Trust		\$ -

M. Regular Human Resources Transactions

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

4. FIRST READING

A. Board Policy Revisions: Probation and Dismissal (P-2231)

Revisions to Probation and Dismissal Policy P-2231 were presented to the Board of Trustees for first reading and discussion.

5. ACTION

A. Public Hearing: Resolution No. 2015-16A: Authorizing Verizon Wireless Lease - CRC

Public Hearing: President Johnson declared a public hearing in the matter of Verizon Wireless Lease at Cosumnes River College.

A motion was made by Ms. Ortiz, seconded by Ms. Albiani, that the Board of Trustees adopt Resolution No. 2015-16A extending the lease to Verizon; and authorize the Chancellor or designee to execute the necessary documents.

Roll Call Vote:

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

No: None

Motion carried; 7:0

B. Agreement: Regional Transit Universal Transit Pass

A motion was made by Ms. Haynes, seconded by Ms. Scribner, that the Board of Trustees authorize the Chancellor or designee to enter into an agreement effective January 1, 2016 with Sacramento Regional Transit for discounted transit services.

Roll Call Vote:

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

No: None

Motion carried; 7:0

C. Agreement: 2016 District Strategic Plan Consultant

A motion was made by Ms. Ortiz, seconded by Ms. Haynes, that the Board of Trustees approve the Agreement for Professional Services with The Weiss Group and authorize the Chancellor or designee to execute it.

Roll Call Vote:

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

No: None

Abstention: Albiani

Motion carried; 6:0

D. Deputy Chancellor's Employment Agreement

A motion was made by Ms. Scribner, seconded by Ms. Haynes, that the Board of Trustees approve the reclassification of Dr. Sue Lorimer as Deputy Chancellor, including the material terms outlined below:

- An initial term of November 1, 2015-June 30, 2018
- An annual salary of \$212,263 (Range C, Step 3 of the 2015-2016 Interim Management Salary Schedule) plus longevity and educational stipend
- Health and welfare benefits
- Allowance of \$550/month for auto

Roll Call Vote:

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

No: None

Motion carried; 7:0

E. Revised Management Pay Rate Schedule: 2015-16 Interim

A motion was made by Ms. Ortiz, seconded by Mr. Knight, that the Board of Trustees adopt and approve the revised management salary schedule, which adds a new range, Range C, for the Deputy Chancellor classification.

Roll Call Vote:

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

No: None

Motion carried; 7:0

6. INFORMATION

A. Student Success and Support Program Plans

College and District representatives provided an overview of the 2015-16 Student Success and Support Program (SSSP) plans. All districts received SSSP funds for 2015-16 to implement the core services with the requirement to submit a 2015-16 SSSP plan to the California Community Colleges Chancellor's Office by Friday, October 30, 2015. The plan must detail how colleges will increase student access and success for all entering students by providing:

1. At least an abbreviated student education plan (SEP) to students with a priority focus on those desiring degrees, CTE certificates, transfer preparation, or career advancement,
2. Orientation, assessment, counseling, advising, and other education planning services,
3. Comprehensive SEPs by the end of each student's third term, but no later than completion of 15 units, and
4. Follow-up services, especially to students identified as at-risk.

B. Legislative Update

Representatives from the McCallum Group provided an update on the District's government affairs activities, the budget, and the key bills of the past legislative year, as well as insight as to what to expect from the Legislature over the coming year.

7. BOARD MEMBER REPORTS

All Trustees participated in meetings with the accreditation teams during their site visit to the District Office.

The Trustees expressed their appreciation for the staff time that went into the Board's fall retreat.

Trustee Weaver reported that the SLADE Group had a districtwide leadership summit at Sacramento City College on September 3.

Trustee Johnson participated in the ACCT Conference.

8. FUTURE AGENDA ITEMS

Ms. Albiani requested that, in addition to the emphasis on student success rates for Hispanic and African American students, an update be provided on what Los Rios is doing for Southeast Asian and Pacific Islander students, as well as foster youth.

9. REPORTS AND COMMENTS

The following constituency representatives presented reports to the Board:

David Hinton, Student, American River College
Mary Goodall, President, Classified Senate President, American River College
Brian Robinson, President, Districtwide Academic Senate
Dean Murakami, President, LRCFT

Chancellor's Report:

ARC: At the close of its accreditation site visit, ARC received seven commendations and four specific recommendations. The commendations included: the strength of ARC's partnerships at the Natomas Educational Center, as well as those with other outside agencies such as SMUD; ARC's approach to the Culinary Arts, Automotive and other instructional programs, including enhanced opportunities for students through innovative partnerships with business and industry; ARC's student learning outcomes assessment processes and efforts; and the high quality of ARC's distance education program, including faculty-led efforts and the quality of online course offerings. Its recommendations included: expanding efforts to establish, discuss, and respond to institution-set standards through a participatory governance structure;

developing a systematic evaluation of college governance structures; and continuing ongoing efforts to reduce the rate of student loan defaults.

CRC: The accreditation team that visited CRC gave the college community many reasons to be proud. The college received commendations for: the active engagement of the Career Tech programs with industry partners and community organizations—relationships that create service learning opportunities for students; CRC’s clean and safe learning environment that fosters student engagement; and the seamless relationship between the Elk Grove Center and the main campus, which leads to effective delivery of instruction and services. The accreditation team also recommended that CRC better utilize the tremendous amount of data it produces to help inform program improvement, and that it consistently and systematically document college dialogue.

FLC: The FLC accreditation site team got to experience what we already know—that FLC truly is a special place. FLC was commended for its physical plant/facilities; inclusiveness of student spaces; On Course program; environment that empowers innovation; and culture of participation, respect and collaboration. The team recommended that FLC continue to focus on the courses and programs offered, planning processes, distance education vision, and its use of Student Learning Outcomes assessment results. Not surprisingly, FLC had already identified these four areas and participatory governance committees are currently working to address each of them.

SCC: SCC’s accreditation visiting team seemed genuinely impressed with many aspects of SCC, and gave commendations to: the Library website; the Davis and West Sacramento Centers; the Cultural Awareness Center; and Student Senate participation throughout SCC. The team also provided three areas of focus: completing the work of the Blue Book Task Force on communication and decision-making; ensuring that Student Learning Outcomes were accurately listed on all course syllabi; and scaling up SCC’s Distance Education online tutoring pilot.

Chancellor King announced the following retirements:

Retirement			Years of Service
Diane Grant-Toscano	Fashion Professor	ARC	9
Jane Adan	Child Development Center Teacher	ARC	12+
Kathy Karnitz	Buyer III	DO	15+
Deborah Pierce	Confidential Administrative Assistant III	DO	15+
Toni Radcliff	Custodian	SCC	16+
Sherri Goldberg	Student Support Services Supervisor	SCC	17+
Robert Heisleman	Outreach Specialist	SCC	32+
Rhonda McManus	Administrative Assistant I	SCC	32+
Alicia Ruiz	Counseling Clerk II	SCC	34+
Bonnie Spencer	Fashion Professor	ARC	35+

10. CLOSED SESSION

General Counsel Sherry announced closed session. The following Board members went into closed session at 8:00 pm to consider the matters listed below: Ms. Albiani, Ms. Haynes, Mr. Johnson, Mr. Jones, Mr. Knight, Ms. Ortiz, and Ms. Scribner.

- A. Pursuant to Government Code section 54957; Public Employee Performance Evaluation: Chancellor
- B. Pursuant to Government Code section 54957.6; Conference with Labor Negotiators – Agency designated representatives: Ryan Cox; Unrepresented Employee: Chancellor
- C. Pursuant to Government Code 54956.9; Conference with Legal Counsel – Anticipated litigation.

Closed Session Adjourned: 9:35 pm

Open Session: 9:36 pm

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

In the closed session matter identified as Item 10.A, the Board of Trustees deemed that the Chancellor's performance for 2014-2015 was satisfactory.

12. ACTION

- A. Chancellor's Contract

A motion was made by Ms. Ortiz, seconded by Ms. Haynes, that the Board of Trustees approve a one-time payment of five percent (5%) of the Chancellor's 2014-2015 base salary, adjust his base pay for the 2015-2016 year to \$294,919, and extend the his contract for two years to June 30, 2019. For the 2017-2018 and 2018-2019 years, if the Chancellor meets the performance goals set by the Board and his overall performance is deemed satisfactory in the prior year review, the Chancellor's base salary for that year shall be increased by up to five percent (5%) for the contract year.

Roll Call Vote:

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

No: None

Motion carried; 7:0

13. ADJOURNMENT

President Johnson adjourned the meeting at 9:41 p.m. in honor of former Trustee George Stewart.

BRIAN KING

Chancellor and Secretary to the Board of Trustees

Draft minutes presented to the Board of Trustees: November 18, 2015.

jd

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: November 18, 2015

SUBJECT:	Scheduling of Board of Trustees Annual Organizational Meeting	ATTACHMENT: None	
		ENCLOSURE: None	
AGENDA ITEM:	Consent Item B	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	Brian King <i>Brian King</i>	CONSENT/ROUTINE	X
		FIRST READING	
APPROVED FOR CONSIDERATION:	Brian King <i>Brian King</i>	ACTION	
		INFORMATION	

STATUS

In compliance with Education Code section 35143, the Board of Trustees is required to schedule an annual organizational meeting “within a 15-day period that commences with the date upon which a governing board member elected at that election takes office. Organizational meetings in years in which no such regular election for governing board members is conducted shall be held during the same 15-day period on the calendar.” The 15-day period for 2015 is December 4 – 18.


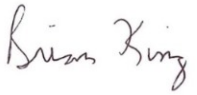
RECOMMENDATION:

It is recommended that the Board of Trustees schedule the annual organizational meeting for Wednesday, December 9, 2015 at 5:30 p.m.

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: November 18, 2015

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

STATUS:

The District Curriculum Coordinating Committee reviews college proposals for new, modified or deleted courses and programs; general education guidelines, graduation competencies, grading policies, course placement into disciplines, and discusses and acts on other curriculum related issues. The enclosed curriculum was approved at the October 30, 2015 meeting.

The District Curriculum Coordinating Committee membership includes the following representatives: American River College – Joe Gilman, Kirsten Corbin (Chair), Bill Simpson, Marie Schirmer, Colleen Owings; Cosumnes River College – Michael Lawlor, Brian Noel, Amanda Wolcott-Paskey, Whitney Yamamura; Folsom Lake College – Eric Wada, John Alexander, Monica Pactol; Sacramento City College – Lonnie Larson, Shannon Gilley, Dyan Pease, Mary Turner; District Senate – Brian Robinson; Articulation Officer – Lynn Fowler; and District Office – Jamey Nye.

RECOMMENDATION:

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

Los Rios Community College District

Recommendation for Adoption by the Board of Trustees

Nov 18, 2015

COURSE PROPOSALS

Course Deletions

American River College

1. **ECE 334 Laboratory with Infants and Toddlers (1.00 unit)**

Justification: Due to limited options for students to do this lab experience, we have been unable to offer it for a few years. We hope to revise another course and add in a lab component in the future.

2. **FITNS 305 Hip Hop Aerobics (1.00 unit)**

Justification: This course is being deleted because we teach this course content in our Urban Hip Hop family DANCE 351, 352, 353, 354.

3. **HEED 316 First Aid: Responding to Emergencies (2.00 units)**

Justification: We are deleting this course because HEED 315 is taught in its place.

4. **KINES 302 Introduction to Physical Education (3.00 units)**

Justification: KINES 300 was created for our AA transfer degree in kinesiology and we no longer offer KINES 302.

5. **MUP 412 Percussion Ensemble (1.00 unit)**

Justification: This course is not needed as the topics have been incorporated into our other MUP courses.

6. **MUP 414 String Ensemble (1.00 unit)**

Justification: This course is not needed as the topics have been incorporated into our other MUP courses..

7. **PMED 100 Emergency Medical Technician - Basic (5.00 units)**

Justification: This course has been replaced with EMT 110 and EMT 111.

8. **PMED 111 Advanced Prehospital Care: Preparatory and Airway Management (4.50 units)**

Justification: This course is being deleted as it no longer meets the needs of industry.

9. **PMED 112 Advanced Prehospital Care: General Medical Emergencies (2.50 units)**

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

10. **PMED 113 Advanced Prehospital Care: Trauma and Pediatric Care (5.00 units)**

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

11. **SPD 1182 Radar Operator-Police (2.00 units)**

Justification: This course is being moved to the PSTC designator.

12. **SPD 1195 Less Lethal Force Update (0.50 units)**

Justification: This course is being moved to the PSTC identifier, PSTC 1744.

13. **SPEECH 323 Listening (3.00 units)**

Justification: Course is no longer taught as it is not part of the Communication Studies Associate of Arts for Transfer degree.

Cosumnes River College

1. **CISN 320 Designing Windows Directory Services (3.00 units)**

Justification: Based upon industry feedback we are deleting this course. This will allow us to focus our FTE on courses that matter the most to local employers.

2. **CISW 420 Server-side Web Scripting (4.00 units)**

Justification: The CIS Department has decided to delete because the web programming language, PERL, is no longer in demand from most employers and/or students. It has largely been replaced by other languages/systems (PHP and ASP.net) which we offer in other courses at the college.

3. **ENGWR 45 Basics of Vocabulary (1.50 units)**

Justification: This course is not needed as the topics have been incorporated into our other reading and writing courses.

4. **TA 322 An American Musical: Stage and Film (3.00 units)**

Justification: Under an emphasis of transfer and emphasizing the Theatre Arts AA Degree for Transfer, this course does not fit into our current rotation of course offerings.

5. **TA 323 From Stage to Screen, Production Design and Art Direction (3.00 units)**

Justification: Under an emphasis of transfer and emphasizing the Theatre Arts AA Degree for Transfer, this course does not fit into our current rotation of course offerings.

6. **TA 460 Rehearsal and Performance (0.50 - 3.00 units)**

Justification: With the changes to course repeatability and the creation of the TAP courses, this course no longer fits into our current rotation of course offerings.

7. **TA 476 Fundamentals of Repertory Production (0.50 - 6.00 units)**

Justification: With the changes to course repeatability and the creation of the TAP courses, this course no longer fits into our current rotation of course offerings.

Folsom Lake College

1. **ANTH 393 Field Experience in Anthropology or Heritage Interpretation (2.00 units)**

Justification: This course has been replaced by WEXP 498: Field Studies in Anthropology Heritage Interpretation.

2. **FITNS 332 Off Season Conditioning (0.50 - 1.00 units)**

Justification: We are no longer offering this course as the sports now have their own sport-specific off season conditioning courses.

3. **TA 461 Rehearsal and Performance - Drama (0.50 - 3.00 units)**

Justification: This course has been rendered obsolete by the creation of TAP designator courses.

4. **TA 462 Rehearsal and Performance - Comedy (0.50 - 3.00 units)**

Justification: This course has been rendered obsolete by the creation of the TAP designator courses.

5. **TA 465 Rehearsal and Performance - Musical (0.50 - 3.00 units)**

Justification: This course has been rendered obsolete by the creation of the TAP designator courses.

Sacramento City College

1. **GERM 299 Experimental Offering in German (0.50 - 4.00 units)**

Justification: Due to low demand, we are deleting this course and shifting FTE to our other language programs

2. **GERM 401 Elementary German (4.00 units)**

Justification: Due to low demand, we are deleting this course and shifting FTE to our other language programs

3. **GERM 402 Elementary German (4.00 units)**

Justification: Due to low demand, we are deleting this course and shifting FTE to our other language programs

4. **GERM 411 Intermediate German (4.00 units)**

Justification: Due to low demand, we are deleting this course and shifting FTE to our other language programs

5. **GERM 412 Intermediate German (4.00 units)**

Justification: Due to low demand, we are deleting this course and shifting FTE to our other language programs

6. **GERM 499 Experimental Offering in German (0.50 - 4.00 units)**

Justification: Due to low demand, we are deleting this course and shifting FTE to our other language programs

7. **RE 498 Work Experience in Real Estate (1.00 - 4.00 units)**

Justification: We have not offered this class in recent years. Our RE 497 course is the one we offer, which provides experience for students.

New to District Courses

American River College

1. **AT 177 Bureau of Automotive Repair (BAR) Emissions Update UT032 (1.00 unit)**

Prerequisite: None.

Advisory: AT 332 with a grade of "C" or better

18.00 hours lecture

This course improves technicians' abilities to diagnose and repair emissions failures on complex computer-controlled vehicles.

Justification: State law requires licensed Smog Check technicians to complete emissions training every two years to renew their license. This training fulfills that need.

2. **ECON 305 Introduction to Economies of Africa (3.00 units)**

Prerequisite: None.

Advisory: Eligible for ENGRD 310 or ENGRD 312 AND ENGWR 300; OR ESLR 340 AND ESLW 340.

54.00 hours lecture

This course introduces various topics on Africa's economies, such as indigenous economic systems, why Africa remains poor, pre- and post-colonial development strategies, the cold war factor, development finance, and new theories on development. Additionally, the politics of international development including China's expanding role in Africa are examined.

Justification: This course expands our economics course offerings and will be included in the International Studies AA degree. Africa is recording the fastest economic growth of any region in the world. The media and other information sources concentrate on conflict, instability, and epidemics in Africa. Analysis of various African economics topics provides students with a balanced view of Africa thus expanding their understanding of the world around them.

3. **ET 421 Advanced Electronic Communications (4.00 units)**

Prerequisite: ET 253 and 380 with grades of "C" or better

54.00 hours lecture, 54.00 hours laboratory

This course covers advanced analog and digital electronic communications including digital two-way radio, cellular, microwave, satellite, and broadcast communications. Topics include digital radio frequency theory, digital transmitters and receivers, P25

digital radio, antennas, software-defined radios, and related industry test equipment. Field trips may be required.

Justification: This course covers advanced electronic communication technologies used by local companies. This knowledge of communication theory is required in order to be hired by several local companies and was requested by our advisory committee. This course will be part of the planned Advanced Communication Certificate.

4. **WELD 105 Introduction to Metal Sculpture (1.50 units)**

Prerequisite: None.

18.00 hours lecture, 27.00 hours laboratory

This course covers metal sculpture techniques, design principles, and materials used for sculpture for functional and nonfunctional art forms, on ferrous and non-ferrous metals. Techniques on the major welding processes such as Shielded Metal Arc, Gas Metal Arc, Gas Tungsten Arc, and Oxy-Acetylene are an integral part of the course, as well as related safety issues.

Justification: This is a course designed to foster a bridge between the art and welding technology departments. It previously existed at ARC as WELD 104 and ART 120 but was deleted a few years ago. This course will be added to the Sculpture Certificate once it has been approved.

Cosumnes River College

1. **AMT 378 Ford ASSET Automatic Transmissions/Transaxles (3.00 units)**

Prerequisite: AMT 371 with a grade of "C" or better

Enrollment Limitation: Students taking this course must be enrolled in the Ford Automotive Student Service Education Training (ASSET) program due to prerequisite Ford Motor Company training requirements.

36.00 hours lecture, 54.00 hours laboratory

This course is offered to students enrolled in the Ford Automotive Student Service Education Training (ASSET) program. This course covers the theory, diagnosis, and repair of automatic transmissions and transaxles. Proper maintenance and service will also be covered. Students who successfully complete this course may be eligible for Ford Service Technician Specialty Training (STST) certification.

Justification: This course is being launched as part of a larger-scale curriculum project for the Ford Automotive Student Service Education Training (ASSET) program. New certificates and a new degree will be launched to better align with the needs of the two different automotive programs and will improve the department's cooperation with National Automotive Technicians Education Foundation (NATEF) accreditation renewal processes. This course enables students to earn a Service Technician Specialized Training (STST) certification from Ford Motor Company needed in order to earn Graduate status

from the Automotive Student Service Education Training (ASSET) program from Ford Motor Company. This course is also required in order to maintain National Automotive Technicians Education Foundation (NATEF) accreditation as a Master Automotive Service Technology (MAST) program.

2. **AMT 379 Ford ASSET Automotive Engine Repair (3.00 units)**

Prerequisite: AMT 371 with a grade of "C" or better

Enrollment Limitation: Students taking this course must be enrolled in the Ford Automotive Student Service Education Training (ASSET) program due to prerequisite Ford Motor Company training requirements.

36.00 hours lecture, 54.00 hours laboratory

This course is offered to students enrolled in the Ford Automotive Student Service Education Training (ASSET) program. This course covers the theory, diagnosis, and repair of automotive engines. Proper maintenance and service will also be covered. Complete engine overhaul procedures will be examined, but the primary focus will be on typical engine repairs. Students who successfully complete this course may be eligible for Ford Service Technician Specialty Training (STST) certification.

Justification: This course is being launched as part of a larger-scale curriculum project for the Ford Automotive Student Service Education Training (ASSET) program. New certificates and a new degree will be launched to better align with the needs of the two different automotive programs and will improve the department's cooperation with National Automotive Technicians Education Foundation (NATEF) accreditation renewal processes. This course enables students to earn a Service Technician Specialized Training (STST) certification from Ford Motor Company needed in order to earn Graduate status from the Automotive Student Service Education Training (ASSET) program from Ford Motor Company. This course is also required in order to maintain National Automotive Technicians Education Foundation (NATEF) accreditation as a Master Automotive Service Technology (MAST) program.

3. **AMT 383 Ford ASSET Advanced Gasoline Engine Performance (3.00 units)**

Prerequisite: AMT 371 with a grade of "C" or better

Enrollment Limitation: Students taking this course must be enrolled in the Ford Automotive Student Service Education Training (ASSET) program due to prerequisite Ford Motor Company training requirements.

36.00 hours lecture, 54.00 hours laboratory

This course is offered to students enrolled in the Ford Automotive Student Service Education Training (ASSET) program. This course offers an advanced analysis of gasoline engine performance systems to include ignition systems, fuel systems, and emission controls. New technologies and advances in these systems will be highlighted. This course places emphasis on advanced diagnostic techniques, use of specialized test equipment, and diagnostic strategies to be utilized when standard manufacturer's procedures are unable to properly diagnose or repair the vehicle. Students who

successfully complete this course may be eligible for Ford Service Technician Specialty Training (STST) certification.

Justification: This course is being launched as part of a larger-scale curriculum project for the Ford Automotive Student Service Education Training (ASSET) program. New certificates and a new degree will be launched to better align with the needs of the two different automotive programs and will improve the department's cooperation with National Automotive Technicians Education Foundation (NATEF) accreditation renewal processes. This course enables students to earn a Service Technician Specialized Training (STST) certification from Ford Motor Company needed in order to earn Graduate status from the Automotive Student Service Education Training (ASSET) program from Ford Motor Company. This course is also required in order to maintain National Automotive Technicians Education Foundation (NATEF) accreditation as a Master Automotive Service Technology (MAST) program.

4. **AMT 385 Ford ASSET Automotive Manual Drive Train and Axles (3.00 units)**

Prerequisite: AMT 371 with a grade of "C" or better

Enrollment Limitation: Students taking this course must be enrolled in the Ford Automotive Student Service Education Training (ASSET) program due to prerequisite Ford Motor Company training requirements.

36.00 hours lecture, 54.00 hours laboratory

This course is offered to students enrolled in the Ford Automotive Student Service Education Training (ASSET) program. This course covers the theory, diagnosis, and repair of clutches, manual transmissions and transaxles, transfer cases, drive lines, and differentials. Proper maintenance and service will also be covered. Students who successfully complete this course may be eligible for Ford Service Technician Specialty Training (STST) certification.

Justification: This course is being launched as part of a larger-scale curriculum project for the Ford Automotive Student Service Education Training (ASSET) program. New certificates and a new degree will be launched to better align with the needs of the two different automotive programs and will improve the department's cooperation with National Automotive Technicians Education Foundation (NATEF) accreditation renewal processes. This course enables students to earn a Service Technician Specialized Training (STST) certification from Ford Motor Company needed in order to earn Graduate status from the Automotive Student Service Education Training (ASSET) program from Ford Motor Company. This course is also required in order to maintain National Automotive Technicians Education Foundation (NATEF) accreditation as a Master Automotive Service Technology (MAST) program.

5. **CISS 356 Introduction to Information Assurance (3.00 units)**

Prerequisite: CISS 310 with a grade of "C" or better

45.00 hours lecture, 27.00 hours laboratory

This course introduces the network security specialist to the various methodologies for attacking a network. Students will be introduced to the concepts, principles, and techniques, supplemented by hands-on exercises, for attacking and disabling a network within the context of properly securing a network. The course will emphasize network attack methodologies with the emphasis on student use of network attack techniques and tools and appropriate defenses and countermeasures. Students will receive course content information through a variety of methods: lecture and demonstration of hacking tools will be used in addition to a virtual environment. Students will experience a hands-on practical approach to penetration testing measures and ethical hacking.

Justification: It was determined from a recent security advisory committee that an information assurance course was necessary to fulfill the needs of our students and our community. Accordingly, this course was developed to meet those needs. It will be listed as a required course for the security certificate and degree.

6. CISW 308 Mobile Web Development (2.00 units)

Prerequisite: CISW 300 with a grade of "C" or better

Advisory: CISW 304

27.00 hours lecture, 27.00 hours laboratory

In this course, students will learn to create websites that are responsive: sites that adapt their layout to the client device being used, whether it be a smartphone, tablet computer, or desktop computer/laptop. Students will learn to use CSS media queries, mobile-friendly HTML5 features, JavaScript enhancements, and various frameworks to build websites that are fluid and flexible.

Justification: With more and more users accessing websites via mobile devices, there is increasing industry demand for developers who can build mobile-optimized sites. This course addresses this demand by teaching students to make responsive websites using a variety of tools and techniques.

7. CISW 402 Intermediate JavaScript (2.00 units)

Prerequisite: CISW 400 with a grade of "C" or better

Advisory: CISW 410

27.00 hours lecture, 27.00 hours laboratory

In this course, students will learn advanced JavaScript techniques and good standard coding conventions. Topics include advanced form validation, creating jump menus and cascading select menus, and learning to control CSS with JavaScript to manipulating the HTML DOM. Students will also learn about AJAX and practice using it to create interactive, asynchronous web pages. Finally, students will learn to use jQuery and other similar JavaScript frameworks.

Justification: The JavaScript language has continued to grow in popularity and in use by Web Developers. It is an integral and essential part of most web pages today. The language has evolved and continues to expand in complexity, scope, and in its utilization across multiple web-related devices. This course picks up where CISW 400 left off, introducing students to a variety of intermediate and advanced language features. The course exposes students to current applications of JavaScript and related frameworks.

8. **ESL 39 College Ready Skills for English Language Learners (2.00 units)**

Prerequisite: ESLL 20, ESLR 20, or ESLW 20 with a grade of "C" or better, or equivalent skills demonstrated through the assessment process.

36.00 hours lecture

This is a course to prepare English language learners for success in the American academic experience. This course provides college success strategies, language skills, and support resources in the language appropriate for entry level ESL students.

Justification: The purpose of this course is to provide English language learners with skills to be ready for college courses and increase student success in the ESL program. Through a comprehensive review of the current ESL course offerings at CRC, both students and faculty identified the need for a supplemental course in college readiness for both first-time students and students who lack college skills. This two unit course gives the department an opportunity to provide "just -in-time" instruction for students who may begin the semester underprepared in other ESL courses but can be directed to take this course as a supplement to their course load.

9. **ESLG 41 Elements of English Sentences (2.00 units)**

Prerequisite: ESLW 30 with a grade of "C" or better, or equivalent skills demonstrated through the assessment process.

36.00 hours lecture

This course provides English Language Learners with a review of the basic elements of English sentences including parts of speech, word order, proper use of word form, and the simple and progressive verb tenses. Students will learn to recognize a variety of English sentence patterns in listening, and reading and be able to produce those patterns in their own speaking and writing.

Justification: Through a comprehensive review of the current ESL course offerings at CRC, both students and faculty identified the need for supplemental courses in ESL Grammar. Many ELL (English Language Learner) students assess into and enter ESL W 40 or ESL W 50 with gaps in their knowledge of the basic elements of English sentences. Other students exit ESL W 30 with minimal proficiency in English grammar and sentence structure which impedes their ability to succeed in ESL W 40. This two unit course gives the department an opportunity to provide "just -in-time" instruction for these students.

10. **ESLL 121 Academic Listening, Note-taking, and Discussion (2.00 units)**

Prerequisite: None.

Advisory: ESLL 310

36.00 hours lecture

This course prepares English language learners for the level of listening, note-taking, and discussion necessary to be successful in college classes. Students develop academic note-taking skills by listening to real academic lectures and build speaking skills by responding to lectures in class discussions. This course helps prepare ESL students for the rigor of general education courses in the sciences, social sciences, humanities, and other disciplines.

Justification: The purpose of this course is 1) to prepare English language learners for listening and taking notes in a variety of general education disciplines and 2) to develop their fluency and discussion skills so that they can actively participate in academic class discussions. Through a comprehensive review of the current ESL course offerings at CRC, both students and faculty identified the need for a supplemental course academic note-taking. Many ESL students struggle with the level of language and rigor of general education courses. ESL students face great challenges when taking notes on extended, authentic lectures, actively participating in academic discussions, and using their lecture notes to prepare for exams. This two unit course gives the department an opportunity to provide specific instruction in these college skills before students exit the ESL department and take GE coursework.

11. **ESLR 51 Building Vocabulary Skills (2.00 units)**

Prerequisite: ESLR 40 and ESLW 30 with grades of "C" or better, or equivalent skills demonstrated through the assessment process.

36.00 hours lecture

This course introduces English language learners to vocabulary building skills. The course teaches parts of speech, vocabulary study strategies, word attack skills, dictionary skills, and level-appropriate academic vocabulary.

Justification: The purpose of this course is to provide ELL (English Language Learner) students with a specific set of skills to build their academic vocabulary in order to better prepare them for the language of content area courses. Through a comprehensive review of the current ESL course offerings at CRC, both students and faculty identified the need for supplemental courses in vocabulary. Many ELL (English Language Learner) students struggle with the amount of vocabulary needed to be successful in college and lack vocabulary learning strategies to tackle this challenge. This situation impedes their ability to understand spoken English, read in English, and write at the college level. This two unit course gives the department an opportunity to provide "just -in-time" instruction for these students and prepare them for the rigor of vocabulary at the higher levels of the ESL program and general education courses.

1. **ADMJ 335 Profiling Terrorism (3.00 units)**

Prerequisite: None.

54.00 hours lecture

This course examines the world wide phenomenon known as terrorism. Students will study the social-historical origins of terrorism and the ideologies and philosophies of terrorist groups on a national and international level. Emphasis will be on exploring the law enforcement/intelligence methods utilized to prevent and respond to terrorist-related crime.

Justification: Terrorism is a contemporary issue that must be addressed by all levels of law enforcement. Students desiring careers in criminal justice or transferring to criminal justice programs at four-year institutions need to have a thorough understanding of the motivations and methodology involved in terrorist activities.

2. **CISS 321 Scripting for Cyber Security (3.00 units)**

Prerequisite: CISS 301 or 310 with a grade of "C" or better

45.00 hours lecture, 27.00 hours laboratory

This course is designed to cover tools that are commonly used by Information Security Professionals. Modern Operating Systems and scripting languages will be discussed as well as utilities and technologies that enable them. Topics including securing, hardening systems, incident response, automating tasks, auditing, and vulnerability assessment will be covered.

Justification: It was determined through industry that a scripting course for information security is needed for our students. Accordingly, this course was developed to meet those needs. This course will be listed as a required course for the information security degree and certificate. The components of this course also meet the National Security Agency knowledge units for information security. Scripting is a skill used by Information Security Professionals to modify security tools and environments.

3. **ET 362 Modern Electronic Control Technology (3.00 units)**

Prerequisite: None.

Corequisite: ET 305; or prior completion of with a grade of "C" or better.

36.00 hours lecture, 54.00 hours laboratory

This course introduces the principles and applications of automatic control systems. Topics include general feedback control systems, analog control systems, digital control systems, Programmable logic controller (PLC) systems, sensors, and actuators. One or two field trips may be required.

Justification: This course introduces the principles and applications of electronic control systems. The knowledge of automatic control and programmable logic controllers is recommended for our graduates per our advisory committee.

4. **FITNS 344 Dynamic Fitness Training I (1.00 unit)**

Prerequisite: None.

54.00 hours laboratory

Dynamic fitness training is a course designed to use cross training and functional movements performed with constantly changing and relatively high intensity intervals. This course emphasizes proper mechanics utilizing body weight resistance and other methodologies. The work out is varied and designed to optimize fitness levels.

Justification: This course is being developed to address an increase in student interest in the subject matter.

5. **FITNS 374 Life Fitness Center Cross Training (0.05 - 1.00 units)**

Prerequisite: FITNS 371, 372, and 373

27.00 - 54.00 hours laboratory

This course is an open-entry, open-exit, course designed to provide instruction in cross training fitness exercises. Cross training fitness programs are designed to help the student balance his or her fitness program by varying the workout routines engaging different muscle groups. Cross training improves overall fitness and helps prevent overuse injuries that are common in single activity programs. Emphasis is placed on the use of multiple aerobic activities (walking, running, biking, elliptical) plus muscular strength and functional fitness exercises. FITNS 371, FITNS 372, and FITNS 373 with a Pass grade are prerequisites for this course. This course is graded Pass/No Pass. Students may enroll in the course up to the fourth week of the semester.

Justification: The purpose of this open-entry, open-exit, fitness course is to meet the needs of students who wish to improve their health and fitness levels through a cross training fitness program focusing on aerobic, muscular strength, and functional fitness exercises. Emphasis is placed on designing a balanced approach to exercise by varying the exercises in the student's exercise program. This approach will improve overall fitness and help prevent overuse injuries common in single exercise programs. This fitness course is designed to maximize student productivity through flexible scheduling.

6. **HEED 301 Health and Societal Issues (3.00 units)**

Prerequisite: None.

54.00 hours lecture

This course will include the study of behavior change modalities, genetic health history, stress management, and sleep; and how they relate to alcohol and tobacco, drugs, infectious diseases, cardiovascular diseases, diabetes, chronic lung disease, cancer, injury and violence, complementary and alternative medicine, and environmental issues.

Justification: This course is being developed to provide additional electives in Health Education for students, as well as to give students additional opportunities for transfer courses offered in KHA division.

7. **HEED 353 Healthy Eating, Stress Management, and Weight Control (3.00 units)**

Prerequisite: None.

54.00 hours lecture

This course focuses on healthy eating through understanding the various macronutrients and how to obtain the necessary variety needed for weight management goals while striving to eat whole foods. Weight loss programs and their effectiveness in obtaining a healthy balance will be reviewed. The role of stress management in one's personal health choices or those issues that are outside of a person's control will be addressed. A variety of stress management strategies will be discussed. The importance and application of functional fitness designed to train muscles to work together and prepare for daily tasks will be discussed and applied during the course of the semester.

Justification: This course is being developed to address a growing interest that students have to gain further information specific to topics addressed in this course as well as give students additional opportunities for transfer courses offered in KHA division.

PROGRAM PROPOSALS

Program Deletion(s)

Folsom Lake College

1. Phlebotomy Technician

Justification: The Phlebotomy program was created in order to give students in the Medical Laboratory Technician (MLT) program a California Phlebotomy Technician Certificate (CPT-1). At the time, it was believed that in order to become licensed as an MLT, one must first complete a CPT-1. Not only was this pretense untrue, the pairing of such programs is forbidden by the state. In other words, both the Phlebotomy program and MLT program must be separate entities, with separate administration processes, clinical sites, and directors. Given the additional resources required, the oversupply of CPT-1s in the Sacramento area, and an advisory board recommendation, the phlebotomy program was dropped at the state level in order to comply with the state's program separation policies. As such, students can no longer become certified CPT-1s through this phlebotomy program, nor seek employment in the field.

New Programs

American River College

1. **Baby Friendly Hospital Staff**

This program fulfills the criteria for staff education as set by the Baby Friendly Hospital Initiative. It focuses on the physiology of attachment, bonding, and breastfeeding and the short- and long-term impacts of perinatal care practices on the mother-baby dyad. It grapples with the challenges of applying best-practice guidelines and model hospital policies to alleviate barriers for mothers choosing exclusive breastfeeding and to create environments that support maternal-infant biology and the newborn's natural capabilities, allowing improved outcomes with less time and effort.

Justification: This program fulfills the criteria for staff education as set by the Baby Friendly Hospital Initiative and is a building block within the stackable certificates of the Human Lactation program. California law requires all perinatal hospitals to have a current infant feeding policy using the guidance of the Baby Friendly Hospital Initiative and, by January 1, 2025, to implement all Ten Steps to Successful Breastfeeding as adopted by Baby Friendly USA or an equivalent evidence-based process recognized by the California Department of Public Health. The Breastfeeding Advisory Committee of the California Department of Health Services recommends "facilitating the integration of breastfeeding training into the curriculum at health-related professional schools throughout the state to ensure that health professionals are technically and culturally competent in delivering breastfeeding services" (DHS, 1996), and hospitals must meet Joint Commission accreditation standards for staff competency in lactation support, making this an existing and ongoing priority need for local healthcare systems and a value to students preparing to enter the perinatal care field.

2. **Lactation Consultant Assistant**

This program is designed for community workers responsible for promoting and protecting breastfeeding and charged with providing basic assessment, support, and appropriate referral for breastfeeding mothers in the community. It is also useful for students entering or preparing for professions in nursing, nutrition, health education, or early childhood development as well as for practicing professionals in these fields. Topics include an overview of factors impacting breastfeeding rates, anatomy and physiology of lactation, health effects and current recommendations, and the role of the lactation consultant assistant in facilitating breastfeeding, with a focus on counseling skills and cultural awareness.

Justification: The California Department of Public Health continues to define breastfeeding as a priority public health issue, and, increasingly, lactation support services are mandated by institutions and agencies within the community. Many service agencies require that their home visitors to families with young children be capable of providing basic lactation counseling and of recognizing when and where to refer an individual when lactation difficulties arise. The need for education of such first-tier workers has become clear, and a sustainable, ongoing education source such as the

community college has been sought by community agencies to meet this need. This certificate fulfills this level of preparation.

3. **Lactation Educator/Counselor**

This certificate provides the educational coursework to function as a lactation counselor or educator. Topics include an introduction to professionalism in the healthcare context; business models and opportunities for practice; limits of the lactation educator/counselor role and making appropriate referrals; evidence and rationale related to health initiatives to promote, protect, and support breastfeeding as a public health priority; systems change and acting as a change agent; physiologic basics of normal lactation; lactation-support preparation, addressing norms, barriers, and common problems; counseling essentials; and adult education principles to provide individual or group teaching. Opportunity is provided to practice these concepts in a supervised field/lab environment.

Justification: The California Department of Public Health continues to define breastfeeding as a priority, the Affordable Care Act mandates lactation services for all mothers, and, increasingly, lactation support services are obligatory from institutions and agencies within the community. National and international health authorities recommend that all maternal/child healthcare workers be educated in the skills necessary to support breastfeeding families and recognize the need for multiple levels of breastfeeding training. The lactation counselor and educator sits at the mid-level of this hierarchy, and research has shown that services provided at this level are associated with improved breastfeeding outcomes. Education at this level is suitable for certifying added competency among current nurses and other healthcare workers as well as providing a strong health educator preparation in this specialty for those without healthcare degrees. This program provides a certificate of completion at this mid-level of preparation.

4. **Senior Fitness**

This program prepares students for employment as a fitness leader for seniors and equips them with the knowledge and hands-on experience necessary to begin a career in the growing field of fitness for older adults.

Justification: This certificate is designed to prepare students to safely and effectively work in the ever-growing and important fields of gerontology and fitness.

Cosumnes River College

1. **Biology**

What do antibiotic resistance, hemophilia, DNA fingerprinting, sequoias, cuttlefish, intertidal zones, and global climate change have in common? These are a few examples of the diverse topics that are explored in biology, which is the scientific study of living organisms including their structure, function, evolution, and interactions with other organisms and with the environment. Highlights of the program include: • Extensive hands-on learning approach in laboratory courses that provide students with opportunities to use modern equipment and techniques. • Small class sizes taught by enthusiastic biology professors who set high standards but who demonstrate how to achieve those standards. • A high level of satisfaction with the education received at CRC is reported by

students who transfer to 4-year universities. • A Mathematics, Engineering and Science Achievement (MESA) program to help students develop academic and leadership skills. Note: This degree is intended for students planning to transfer to California State Universities. It is critical that you meet with a CRC counselor to determine if your program at your intended university is impacted and has additional pre-transfer requirements. Completion of the AS-T degree may not prepare students to transfer to University of California biology programs that may have different requirements. If a student intends to transfer to University of California, additional courses in chemistry, physics, and math may be required.

Justification: The new program is to provide students with an associate degree for transfer in biology according to the TMC (transfer model curriculum).

2. **Business Information Worker**

The Business Information Worker Certificate is designed to prepare students for entry-level office and administrative support in a variety of organizations.

Justification: The Business Information Worker Certificate is implemented as part of a statewide effort to standardize ICT-related California Community College offerings and thereby make it easier for employers to identify qualified workers. The goal of this Certificate is to prepare students for entry-level office and administrative support in the following areas: Basic oral and written business communications; basic computer application skills, including beginning Excel, Word, and Outlook; the fundamentals of computer systems; and critical thinking and problem solving.

3. **CIS - Information Technology**

This degree allows students to acquire basic core Information Technology competencies that will prepare them for a career in Computer Networking, Cybersecurity, and related fields.

Justification: The Associate's degree in CIS - Information Technology prepares students to either enter the workforce as an entry-level computer or network support technician or pursue a bachelor's degree in managing information systems. Offered as part of the Computer Information Science - Core and Computer Information Science - Networking programs, this degree program directly supports the College's mission by providing career-entry training and education, and economic development. This Associate's degree is based on the Information Technology Model Curriculum for California Community Colleges that was recently approved as part of the C-ID effort by the statewide Academic Senate for California Community Colleges.

4. **Entrepreneurship**

This certificate is designed for current and potential entrepreneurs. It provides an introductory and organized course of study that enables students to develop their entrepreneurial skills, recognize opportunities, and learn the basics of starting and managing a small business.

Justification: This certificate program is being developed to serve as a "building block" to our advanced certificate and AA degree in Small Business Management/Entrepreneurship.

5. **Web Developer**

Web Developers are proficient at creating Web site structure and interactivity. The Web Developer degree requires students to design, code, and modify websites from layout to function, in accordance to a client's specification. Students will work with a variety of tools, environments, and applications to learn and practice website programming, scripting languages, and interacting with databases.

Justification: This proposal is for an A.S. Degree in Web Development at CRC. It is similar to an existing program at Sacramento City College. This program is needed at CRC to meet a demand expressed by both students and by industry partners.

Sacramento City College

1. **Biology**

The Associate in Science in Biology for Transfer degree is designed to prepare students for transfer to a baccalaureate degree program at the California State University in biology or the biological sciences, including molecular biology, cell biology, marine biology, botany, zoology, ecology, environmental science, evolution, genetics, microbiology, and agricultural science. Upon completion of the Biology AS-T, students will transfer with junior standing to the California State University system. The Associate Degree for Transfer student completion requirements (as stated in SB 1440 law) are: (1) Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following: (A) The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education-Breadth Requirements. (B) A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district. (2) Obtainment of a minimum grade point average of 2.0. ADTs also require that students must earn a C or better in all courses required for the major or area of emphasis. The AS-T degree is intended specifically for students planning to transfer to a California State University. It is critical for all students to meet with an SCC counselor and to consult with the transfer institution to determine if any university program is impacted or has additional pre-transfer requirements. Completion of the Biology AS-T degree may not prepare students to transfer to the University of California or other colleges or universities offering a degree in biology or in the biological sciences, as these baccalaureate degree programs may have different requirements. If a student intends to transfer to the University of California, additional courses in chemistry, physics, and math may be required.

Justification: This is a new program intended to provide an associate degree for transfer in Biology in accordance with the CSU Transfer Model Curriculum (TMC) as per SB1440.

2. **Nutrition and Dietetics**


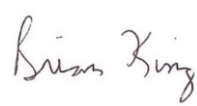
The Associate in Science in Nutrition and Dietetics for Transfer (AS-T) degree in Nutrition and Dietetics at Sacramento City College allows students interested in pursuing a degree in Nutrition and Dietetics to complete their first two years of requirements at the community college before transferring to a California State University, which offers a Bachelor of Science degree. Each California State University may have slightly different requirements for transfer so it is critical for students interested in this major to work with their counselor to develop an individual academic plan. The Associate Degree for Transfer (ADT) student completion requirements (as stated in SB1440 law): (1) Completion of a minimum of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following: (A) The California State University General Education-Breadth Requirements or the Intersegmental General Education Transfer Curriculum (IGETC). (B) A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district. (2) Obtainment of a minimum grade point average of 2.0. ADTs also require that students must earn a “C” or better in all courses required for the major or area of emphasis.

Justification: This Associate in Science in Nutrition and Dietetics for Transfer (AS-T) degree has been developed in response to SB 1440 and allows students who are interested in pursuing a degree in Nutrition and Dietetics to complete their first two years of study at Sacramento City College and then transfer to a California State University that offers a Bachelor's degree in Nutrition and Dietetics.

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: November 18, 2015

SUBJECT:	Board Policy Revisions: Probation and Dismissal (P-2231)	ATTACHMENT: Yes	
		ENCLOSURE: None	
AGENDA ITEM:	Consent Item D	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	JP Sherry 	CONSENT/ROUTINE	X
		FIRST READING	
APPROVED FOR CONSIDERATION:	Brian King 	ACTION	
		INFORMATION	

BACKGROUND:

The Board of Governors changed the Title 5 requirements related to the eligibility for the Board of Governors (BOG) fee waiver if students are on academic or progress probation for two consecutive primary terms. The Title 5 requirements require the Board of Trustees to enact a District Policy and the Chancellor to enact an Administrative Regulation.

STATUS:

Policy 2231 has been amended to state that students who are otherwise eligible for the BOG fee waiver shall become ineligible if placed on academic or progress probation or any combination thereof for two consecutive primary terms. The Regulation requires the Colleges to notify the students of this new rule and to notify students who fall into academic or progress probation of the consequences of doing so two terms in a row. An appeal process is also provided in the Regulation. Additionally, a few nonsubstantive, stylistic changes have been made to the Policy.

RECOMMENDATION:

It is recommended that the Board of Trustees approve the proposed revisions to Policy 2231 - Probation and Dismissal.

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

1.0 Eligibility for Good Standing

1.1 For purposes of determining a student's eligibility to remain in good standing and in attendance at one of the eColleges of the Los Rios **Community College** District, both quality of performance and progress toward completion of objectives shall be considered.

2.0 Probation

2.1 Each Ceollege within the ~~Los Rios Community College~~-District shall implement the probation policy consistent with Title 5, section 55031.

2.2 Academic probation shall be based on grade point average.

2.3 Progress probation shall be based on percentage of earned non-evaluative symbols **and entries of "NP" (formerly "NC")**.

2.4 Academic records accrued during summer and/or intersessions shall count toward earning probation, removal from probation, or possible dismissal.

3.0 Dismissal

3.1 A student shall be subject to dismissal from college under certain circumstances related to continuing probation as stipulated in Title 5, section 55033.

3.2 A student may petition for re-admission following dismissal.

4.0 Board of Governor's Fee Waiver

~~3.24.1~~ **A student who is otherwise eligible for a Board of Governor's Fee Waiver shall become ineligible if the student is placed on academic or progress probation or any combination thereof for two (2) consecutive primary terms. (Title 5, § 58621, subd. (a)(1))**

(Cross Reference [P-7252](#))

LRCCD

Policy Adopted: 1/18/67

Policy Revised: 3/15/72; 3/6/74; 11/19/80; 2/10/82; 1/24/96

Policy Reviewed: 11/6/14


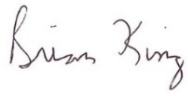
Adm. Regulation: [R-2231](#)

DRAFT 5/26/15

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: November 18, 2015

SUBJECT:	Application to Present Late Claim: Julia Coleman	ATTACHMENT: Yes	
		ENCLOSURE: None	
AGENDA ITEM:	Consent Item E	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	JP Sherry 	CONSENT/ROUTINE	X
		FIRST READING	
APPROVED FOR CONSIDERATION:	Brian King 	ACTION	
		INFORMATION	

BACKGROUND:

Julia Coleman submitted a claim for damages to the District on August 14, 2015 alleging claims of disability discrimination and personal injury occurring between January and May of 2015. On August 25, 2015, the District returned her claim as to those claims that accrued prior to February 14, 2015 because they occurred more than six months prior to the date the claim was filed. The Board of Trustees rejected her claims that accrued since February 14, 2015.

STATUS:

On September 8, 2015, Ms. Coleman mailed the attached application for leave to submit a late claim pursuant to Government Code section 911.4. Ms. Coleman claims her injuries occurred on May 20, 2014, and she received a Los Rios Community College District claim form on June 19, 2014.

Under Government Code sections 911.4 and 911.6, a claimant may file an application for leave to file a late claim if they fail to file it within six months of the date of the accrual of the cause of action and their failure is based on mistake, inadvertence, surprise, or excusable neglect. This application must be filed within a reasonable time, but no more than one year from the accrual of the cause of action and must contain a copy of the proposed claim (Gov. Code, § 911.4). An application filed more than a year after the claim accrued is ineffective. Further, an application that does not show mistake, inadvertence, surprise or excusable neglect, should be rejected (Gov. Code, § 911.6). Mistake, inadvertence, surprise or excusable neglect is the act or omission of a reasonably prudent person under the same circumstances.

As noted above, Ms. Coleman submitted this application more than one year after her cause of action arose (May 20, 2014) and thus it is ineffective. Further, Ms. Coleman’s application presents no facts that show mistake, inadvertence, surprise or excusable neglect, nor does it attach a copy of the proposed claim.

RECOMMENDATION:

It is recommended that the Board of Trustees reject the application to file a late claim and refer the matter to the District’s insurance administrators for further handling.

Received

SEP 10 2015

Julia R. Coleman 4980 Quonset Drive Sacramento, Ca. 95820

4 Sept 2015

Office of the General Counsel
Los Rio Community College District

Los Rio Community College District 1919 Spanos Court Sacramento, Ca. 95825

Re: Leave to present late claim.

I am not an attorney. However, to the best of my ability and to the best of my recollection will provide the reason why the leave to present a late claim should be granted.

1. On or about 26 May 2014 the entrapment then injuries caused two things to happen. The entrapment ~~caused~~ exacerbated my severe Post Traumatic Stress Injury. The injuries caused severe pain for which I can not take any prescribed and/or over the counter medications due to medical problems. However, it made me see the danger of not having a back up plan and/or device when the said accessible, automatic push button door opener failed.
2. Contacted the Los Rios Community College District (LRCCD) office to address it problem with the lack of alternative when the said button failed. I was shocked ^{to} was informed by Ms. Harman that the only way to address the said problem I had to file a Claim for Damages. Also explained I was not ~~after~~ ^{for} money, Ms. Harman would mail out the form.
3. Using the yellow pages started to call attorneys. After numerous calls concluded that no Accident nor Disability attorney would take an ADA case. There was no ADA attorney category in the yellow pages.
4. On or about 17 June 2014 contacted the LRCCD office as the form Claim for Damages had not arrived. Ms. Harman said one had been sent out weeks before but, would mail another out.

Juhia R. Coleman

5. On or about 19 Jun 2014 received the Claim for Damages and called the LRCCD office to find out what information I put in would be made public.

I also went back to the yellow pages to find an attorney. This time those listed under the Injury category. A partial list includes Lopez Gilbert; Casey Leclair; Glenn Guenard, Fleischer; Cunningham; Clancy Doyle; Leland Morglin; and Jacquelinie Sie mins. Some did not take ADA cases. Others it was a "business decision" not to take my case. One informed me to go on line and file a Complaint with the Department of Justice (DOJ).

6. Contacted Michael Finney Consumer Advocate on KGO. He put out a call to the listeners for an attorney to call in if they knew why no attorney would take an ADA case. No attorney called. Also the problem with the said button was in Sacramento thus could not be checked.

7. Contacted Representative Doris Matsui Office and Senate Pro-tem Darrell Steinberg Office. Spoke at length with both staffs. Both informed me my only option was to file a Complaint with the Department of Justice to address said push-button problems. Mailed out forms.

8. Contacted Kevin McCarthy's Office. Was provided with three ADA attorneys. Wilson said it was a "business decision" not to take my case. Her Office is San Francisco. Gay Carol did not return my call.

9. Contacted Neil Albrecht. He referred me to Resources for Independent Living. No help on an attorney but, referred me to Congress for California Seniors; Obadson Services of Northern California, with the latter referring me to Lights for Seniors. Still no attorney.

Julia R. Coleman

10. Contacted the Senior Hot Line. The same answer that I had to file a complaint with the DOJ.

11. On or about 15 November 2014, in pain; totally physically, emotionally, medically exhausted, frustrated, humiliated by this whole process filed with the DOJ and LRCCD.

12. It took months before I discovered I had not filed with LRCCD. Did so as soon as I could.

13. One attorney I spoke with did refer me to Scott Johnson and "give him some legitimacy". Took months but, eventually did call Mr. Johnson. However, he too, did not return my calls.

In conclusion, I ask that I be granted leave to present a late claim for the aforementioned reasons.

Julia R. Coleman
Julia R. Coleman

4 Sept 2015

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: November 18, 2015

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

BACKGROUND:

The Sacramento City College Student Services Modernization contract was completed in May 2015. During design and into construction, design issues arose that caused John F. Otto to incur unexpected increased costs. As a result, the contractor made a claim that the District passed through to the designer to address. No litigation was commenced.

STATUS:

Representatives from the Los Rios Community College District, HMC Architects, and John F. Otto met and conferred and arrived at an understanding that allows the parties to liquidate these increased expenses, close out the contracts, and avoid any delays, costs and uncertainties of litigation. As a result, via change order, the HMC Architect contract will be reduced by \$105,000 for a total contract price of \$558,378. This will require HMC Architects to refund funds paid to them under that contract. In addition, the John F. Otto SCC Student Services Modernization contract will be increased by \$105,000, for a total contract price of \$9,148,417 under this Change Order 6. The resolution obtained is revenue neutral as to the District, which is the proper result as the extra costs claimed arose from design issues. The project was completed and is open for use without known or perceived challenges.

RECOMMENDATION:

It is recommended that the Board of Trustees approve the change orders as noted herein to permit the design and construction contracts to be finalized with appropriate reservations for latent defects, should they arise.

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: November 18, 2015

SUBJECT:	Los Rios Foundation – Quarterly Investment Report	ATTACHMENT: Yes	
		ENCLOSURE: None	
AGENDA ITEM:	Consent Item G	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	Theresa Matista <i>Theresa Matista</i>	CONSENT/ROUTINE	X
		FIRST READING	
APPROVED FOR CONSIDERATION:	Brian King <i>Brian King</i>	ACTION	
		INFORMATION	

BACKGROUND:

Since 1998, the District and Foundation adopted a Master Agreement whereby the Foundation became an auxiliary organization of the District. All college foundation investment activities were combined under the Los Rios Foundation. UBS Financial Services Inc. is the investment consultant for the Foundation.

As an auxiliary organization, the Foundation is not required to operate under GC 53600 investment restrictions. The Foundation Board has adopted a Statement of Rules, Objectives and Guidelines to govern the investment of funds. The funds should be invested with care, skill, prudence and diligence with the goal of producing returns equal to or exceeding prevailing standards among foundations of similar asset size, as well as for the protection of funds held in perpetual duration. The Statement defines the investment guidelines for specified asset classes for endowed funds as follows: equities, defined as common stock, convertible preferred stock, convertible bonds, and convertible stock, shall represent 15-70% of the total fund assets; fixed-income securities, defined as investments with maturities greater than one year that pay a fixed rate of return, shall represent 20-50% of the total assets; alternative investments, defined as fund-of-fund investments, shall represent up to 20% of the total fund assets; and cash, defined as maturities shorter than one year, shall represent 2-10% of the total fund assets. In addition, the Statement provides guidelines for investing non-endowed funds based upon the purpose of the donation and the horizon of time for the use of funds. The three non-endowed portfolio funds available are cash management, fixed income and balanced funds.

STATUS:

This report represents the investment activity for the quarter ended September 30, 2015. The investments are directed by the Los Rios Foundation Finance Committee and realized and unrealized earnings are shown in the accompanying schedules. The return for the endowed portfolio of \$7.8 million for the quarter ended September 30, 2015 was -7.22% compared to -6.08% for the composite benchmark. The yield for the quarter ended September 30, 2015 for the total managed portfolio of \$9.9 million is -5.56%. This compares to the composite benchmark of -4.68% for the same period. In accordance with generally accepted accounting principles, investments are restated to market value as of each fiscal year-end.

RECOMMENDATION:

It is recommended that the Board of Trustees receive the Foundation Quarterly Investment Report for the quarter ended September 30, 2015.

**Los Rios Foundation
Investment Portfolio**
For the Period July 1, 2015 - September 30, 2015

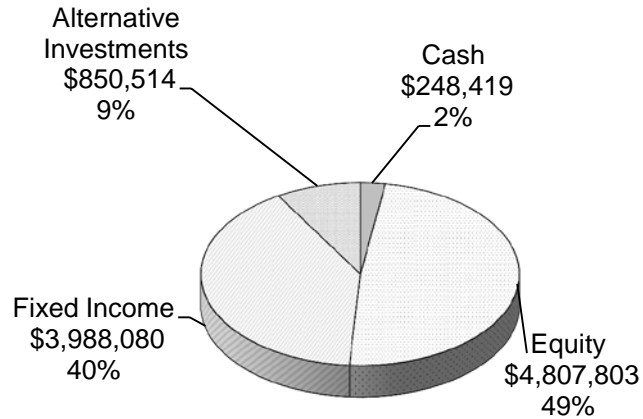
TOTAL PORTFOLIO	Guidelines	Opening Balance July 2015	Net Deposits/ Withdrawals	Unrealized Gains/(Losses)	Realized Gains/(Losses)	Interest / Dividends	Total YTD Earnings	YTD Fees	Market Value (a)	% of Total Current Market Value
<u>Managed (Endowed):</u>										
Cash (Scholarship)	2-10%	182,176				10	10		182,186	2%
Fixed Income										
Breckinridge*		1,294,174	268,215	10,638	(392)	8,015	18,261	(2,381)	1,578,269	20%
Spectrum		290,543	50,000	1,103	323	4,489	5,915	(681)	345,777	5%
Total Fixed Income	20-50%	1,584,717	318,215	11,741	(69)	12,504	24,176	(3,062)	1,924,046	25%
Equities										
Parametric Portfolio		2,453,361	225,000	(240,457)	23,060	16,298	(201,099)	(4,823)	2,472,439	32%
Snow		703,026	74,599	(81,749)	(29,109)	3,640	(107,218)	(1,914)	668,493	9%
JP Morgan International		603,657		(55,645)	(10,391)	5,051	(60,985)	(1,644)	541,028	7%
Hansberger International		674,794		(72,289)	(1,394)	2,243	(71,440)	(1,837)	601,517	8%
Structured Note*		113,557	(78,215)	88,400	(121,785)	(1,957)	(35,342)	-	-	0%
Brandes International Small Cap		158,746		(37,433)	30,660	428	(6,345)	(332)	152,069	2%
Brandes EM		302,681	150,000	(83,124)	4	3,711	(79,409)	(1,015)	372,257	4%
Total Equities	15-70%	5,009,822	371,384	(482,297)	(108,955)	29,414	(561,838)	(11,565)	4,807,803	62%
Alternative Investments										
Liquid Alternatives		623,199	240,000	(20,192)	(6,126)	557	(25,761)	(1,786)	835,652	10%
UBP		14,867		(5)			(5)		14,862	1%
Total Alternative Investments	up to 20%	638,066	240,000	(20,197)	(6,126)	557	(25,766)	(1,786)	850,514	11%
Total Managed (Endowed)		7,414,781	929,599	(490,753)	(115,150)	42,485	(563,418)	(16,413)	7,764,549	100%
<u>Managed (Non-endowed):</u>										
Madison Short Duration Fixed Income*		2,053,236		(50)	641	14,761	15,352	(4,554)	2,064,034	
Total Managed (Endowed & Non-endowed)		9,468,017	929,599	(490,803)	(114,509)	57,246	(548,066)	(20,967)	9,828,583	
<u>Non-Endowed:</u>										
Cash Management - Money Market		44,987	5,306			7	7		50,300	
Total Non-Endowed		2,098,223	5,306	(50)	641	14,768	15,359	(4,554)	2,114,334	
<u>Cash Clearing Account</u>										
Gift Receipt		929,599	(913,696)	4,568	(4,568)	30	30		15,933	
TOTAL PORTFOLIO		10,442,603	21,209	(486,235)	(119,077)	57,283	(548,029)	(20,967)	9,894,816	

(a) Market Value from UBS Financial Services, Inc. statement dated 9-30-15.

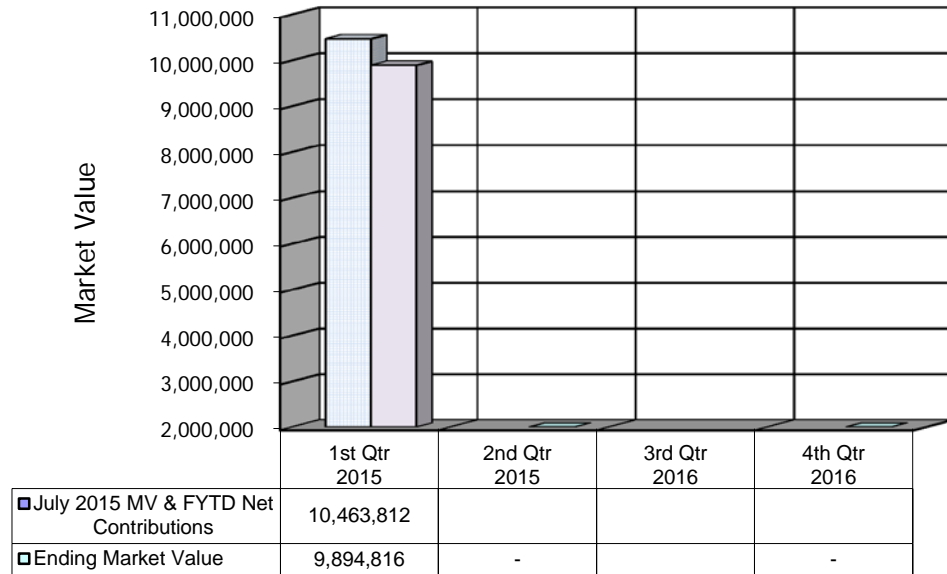
*Includes accrued interest

**Los Rios Foundation
Account Summary
as of September 30, 2015**

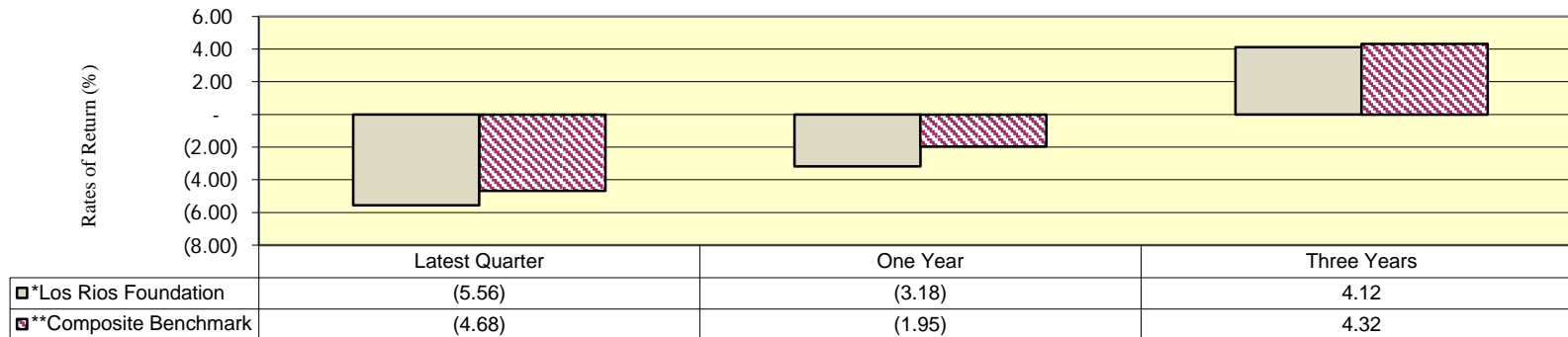
**Asset Allocation as of
September 30, 2015**



Portfolio Change July 2015 through September 2015



Performance Analysis as of September 30, 2015



*The definition of Los Rios Foundation Return is Managed Portfolio Net Time Weighted Returned which is net of fees.

**Provided by UBS Financial Services, Inc. Composite benchmark is composed of various market indices selected by UBS to approximate the Foundation's asset allocation.

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: November 18, 2015

SUBJECT:	Ratify: Grants and Contracts Awarded	ATTACHMENT: None	
		ENCLOSURE: None	
AGENDA ITEM:	Consent Item H	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	Beverly Sandeen <i>Babs Sandeen</i>	CONSENT/ROUTINE	X
		FIRST READING	
APPROVED FOR CONSIDERATION:	Brian King <i>Brian King</i>	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
CA Early Childhood Mentor Program <ul style="list-style-type: none"> • Renewal to provide stipends and professional development support to ECE teachers/administrators. • 8/1/2015 through 7/31/2016 • Administrator: Marjorie Duffy, Interim Dean, Business and Family Sciences 	CRC	\$31,232	Chabot-Las Positas CCD
Developing Hispanic Serving Institutions (HSI) <ul style="list-style-type: none"> • Five-year grant to support the success of first-time students. • 10/1/2015 through 9/30/2020 • Administrator: Christine Hernandez, Dean, Financial Aid and Student Services 	SCC	\$2,625,000 (\$525,000 annually)	U.S. Dept. of Education
Open World Leadership Center Award – Augmentation <ul style="list-style-type: none"> • Funds to host Open World delegation at SCC. • 9/25/2015 through 10/3/2015 • Frank Malaret, Dean, Behavioral and Social Sciences 	SCC	\$350	FHI 360
Small Engines Training Program <ul style="list-style-type: none"> • Funds to develop and deliver small engines training. • 6/1/2015 through 5/31/2016 • Administrator: Bob Johnson, Dean, Careers and Technology 	CRC	\$37,500	Foundation for CA Community Colleges

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: November 18, 2015

SUBJECT:	Ratify: New Contracts and Renewals	ATTACHMENT: None	
		ENCLOSURE: None	
AGENDA ITEM:	Consent Item I	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	Theresa Matista <i>Theresa Matista</i>	CONSENT/ROUTINE	X
		FIRST READING	
APPROVED FOR CONSIDERATION:	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
Consulting & Counsel Support to Develop FLC Master Plan	\$20,000.00	(I)	09/01/15 – 01/31/16	Weiss Group	Folsom Lake College
Development of Videos for SB1070 Grant Initiatives & GFSF Program	\$16,450.00	(I)	09/28/15 – 03/30/16	Teton Productions	American River College
Curriculum Development of CT, MRI & IR Certificates	\$45,559.00	(I)	10/01/15 – 03/15/16	Health Gatekeepers	Folsom Lake College
C-ID Grant	\$192,308.00	(I)	07/01/14 – 06/30/15	Academic Senate for California Community Colleges	Chancellor's Office
ETS Grant Writing Consultation Services	\$25,600.00	(I)	10/15/15 – 02/29/16	Mary Ann Hamann	American River College
Confidential Professional Services	\$50,000.00	(I)	10/21/15 – 06/30/15	Ellerman Troy	District Office Legal
ARC PE/Athletic Fields Testing & Inspection Services	\$46,991.00	(I)	10/19/15 – 10/01/17	Terracon Consultants, Inc.	Facilities Management
SCC Davis Center Phase 2 Constructability Review	\$22,500.00	(I)	10/15/15 – 12/11/15	DLR Group Inc. of California	Facilities Management
District Wide Lighting Controls Prop 39 Project Inspection Services	\$30,000.00	(I)	10/26/15 – 06/30/15	Mark Browning	Facilities Management

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: November 18, 2015

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

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

1. A resolution agreement was executed between Sacramento City College and the U.S. Department of Education, Office of Civil Rights (OCR). The agreement requires the College to adopt a standard operating procedure to repair doors that provide ADA access to buildings and to provide access to students with disabilities to the affected areas or programs. The standard operating procedure requires the posting of a notice on the door and usually posting directions to an alternative ADA compliant access. Other alternatives include propping open the door during business hours until the door is repaired or moving classes or programs to other buildings when students with disabilities are affected. The College has already adopted a standard operating procedure and is in the process of publishing it as required by the resolution agreement.
2. A Memo of Understanding between the LRCCD and the U.S. Department of Veterans Affairs to commit to active cooperation in meeting the goals for the successful readjustment of Veterans into the civilian workforce.
3. The Automotive Equipment Loan Agreement between LRCCD and Volkswagen Group of America provides for the loan of automotive equipment for classroom and educational purposes. The initial three year term began November 22, 2013. The Extended Loan Period will expire November 22, 2017.

4. Agreements with American Institute for Foreign Study, Inc. in conjunction with Contra Costa Community College District, San Mateo County Community College District and Santa Rosa Junior College District to provide overseas study programs. One Agreement runs through April 30, 2016 to conduct and operate an overseas study program in Florence, Italy during the 2015-2016 academic year. A second Agreement runs through December 31, 2016 to conduct and operate an overseas study program in London, England during the 2016-2017 academic year.
5. The Memorandum of Understanding Agreement between LRCCD, Sierra Community College District and California State University, Sacramento to collaborate to offer the Associate Degree in Nursing to Bachelor in Science Degree in Nursing Program. The Los Rios colleges which are party to the Agreement are American River College and Sacramento City College. Students successfully completing the Program will receive a Bachelor of Science Degree in Nursing from CSUS.
6. 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
Golden Bear Physical Therapy	PTA/OTA	SCC	9/24/2015	Evergreen
Cochrane & Wagemann	Funeral	ARC	9/30/2015	Evergreen
Callaghan Mortuary & Livermore Co.	Funeral	ARC	9/30/2015	Evergreen
Daneri Mortuary	Funeral	ARC	9/30/2015	Evergreen
Spangler Funeral Home	Funeral	ARC	9/30/2015	Evergreen
Deyoung Memorial	Funeral	ARC	9/30/2015	Evergreen
Albert Brown Mortuary	Funeral	ARC	9/30/2015	Evergreen
Union Hills School District	SLPA	ARC	9/30/2015	Evergreen
Santa Clara Fire Department	Paramedic	ARC	10/8/2015	EXP: 10/8/2018
SETA Head Start	ECE	ARC	10/12/2015	EXP: 10/12/2020
Center Joint Unified School District	SLPA	ARC	10/19/2015	Evergreen
Intergo Resources, Inc.	PTA/OTA	SCC	10/19/2015	EXP: 10/19/2020
Cosumnes CSD Fire Department	EMT	ARC	10/20/2015	EXP: 10/20/2018

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: November 18, 2015

SUBJECT:	Disposition of Surplus Equipment	ATTACHMENT: None	
		ENCLOSURE: None	
AGENDA ITEM:	Consent Item K	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	Theresa Matista <i>Theresa Matista</i>	CONSENT/ROUTINE	X
		FIRST READING	
APPROVED FOR CONSIDERATION:	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 held previous auctions but they 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 materials that need to be disposed, such as outdated desks and computers. The State of California has accepted some of the surplus items but will not take surplus items deemed unsaleable. The District has located a scrap dealer who will take the remaining surplus items for recycling.

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: 2 backboards; 1 balance; 1 bicycle; 5 bookcases; 4 bookshelves; 2 bulletin boards; 13 cabinets; 3 carts; 1 centrifuge; 90 chairs; 88 computers; 1 computer switch; 14 dental chairs; 7 desks; 1 door; 2 fax machines; 1 film developer; 1 folding machine; 5 gauges; 5 laptops; 16 microscopes; 65 monitors; 2 podiums; 1 postage machine; 7 power supplies; 10 printers; 1 projector screen; 4 projectors; 3 scanners; 6 servers; 1 stool; 12 tables; 90 telephones; 7 televisions; 1 treadmill; 2 typewriters; 3 ultrasound therapy units; 21 video players; 1 water bath; and 137 wireless routers. 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: November 18, 2015

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

BACKGROUND:

A listing of purchase orders, warrants, checks and wires issued during the period of September 16, 2015 through October 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	0001083410-0001083862 B116646-B116667	\$ 3,059,168.19
Capital Outlay Fund	0003016441-0003016477	
Child Development Fund	-	
Self-Insurance Fund	-	
WARRANTS		
General Fund	721397-722694	\$ 10,064,439.93
General Fund-ARC Instructional Related	005537-005649	
General Fund-CRC Instructional Related	021952-021991	
General Fund-FLC Instructional Related	030747-030761	
General Fund-SCC Instructional Related	044530-044655	
Capital Outlay Fund	830218-830298	
Child Development Fund	954133-954147	
Self-Insurance Fund	976270-976275	
Payroll Warrants	282982-284835	\$ 20,397,722.91
Payroll-Direct Deposit	752766-757240	
October Leave Process	284836-286357	
Payroll Vendor Warrants	59165-59331	
CHECKS		
Financial Aid Disbursements	2174873-2181226	\$ 6,265,915.55
Clearing Checks	-	\$ -
Parking Checks	2920-2921	\$ 115.00
Bookstore Fund – ARC	29809-29919	\$ 1,110,303.64
Bookstore Fund – CRC	026318-026397	
Bookstore Fund – FLC	9085-9145	
Bookstore Fund – SCC	047791-047838	
Student Clubs Agency Fund – ARC	4755-4797	\$ 101,495.98
Student Clubs Agency Fund – CRC	3774-3798	
Student Clubs Agency Fund – FLC	1993-2013	
Student Clubs Agency Fund – SCC	3200-3234	
Foundation – ARC	4603-4621	\$ 38,463.82
Foundation – CRC	1988-1994	
Foundation – FLC	1009-1024	
Foundation – SCC	3511-3525	
Foundation – DO	0695-0700	
Associated Students Trust Fund – ARC	-	\$ 3,795.35
Associated Students Trust Fund – CRC	0631-0634	
Associated Students Trust Fund – FLC	0547-0549	
Associated Students Trust Fund – SCC	-	
Regional Performing Arts Center Fund	USI Check System 3453-3506	\$ 280,838.03
WIRES		
Board of Equalization	-	\$ -
PARS	-	\$ -
Vendors	-	\$ -
Backup Withholding	-	\$ 745.20
Retiree Health Trust	-	\$ -

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: November 18, 2015

SUBJECT:	2015-16 Sabbaticals/Professional Development Leaves	ATTACHMENT: Yes	
		ENCLOSURE: None	
AGENDA ITEM:	Consent Item M	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	Brian King <i>Brian King</i>	CONSENT/ROUTINE	X
		FIRST READING	
APPROVED FOR CONSIDERATION:	Brian King <i>Brian King</i>	ACTION	
		INFORMATION	

BACKGROUND:

The agreement with the Los Rios College Federation of Teachers (LRCFT) provides that at least ten (10) Type A sabbaticals and 2.1 FTE of Type B professional development leaves be granted each year. Type A leaves are leaves of one semester at full pay or one year at half pay. Type B leaves are reassigned time for up to 100% and for up to one year in duration.

The agreement with the LRCFT permits the Professional Standards Committee at each college to recommend the conversion of one or more Type A sabbaticals into equivalent FTE of Type B leaves.

Sabbatical/professional development leave recommendations are presented to the Board in April and November of each year.

The criteria for leaves, as stated in the LRCFT agreement are as follows:

1. Retraining of applicant to allow for future new assignment(s) in a needed area as determined by College and District priorities.
2. Studies, projects or activities that provide staff with opportunities to upgrade academic, technical, and vocational skills and knowledge for current or future assignments.
3. Studies, projects, or activities for the improvement of curriculum, educational delivery systems, student personnel services, or other support services.
4. Studies, projects, or activities for development or revision of certificate or degree programs.
5. Studies, projects, or activities related to feasibility or revision of new or existing programs.
6. Studies, projects, or activities for the enhancement of student access and success at the course, program or institutional levels.

RECOMMENDATION:

It is recommended that the attached sabbatical/professional development leaves be approved by the Board of Trustees for the 2015-16 year.

**Fall 2015 Board Agenda
Sabbatical Leaves**

American River College

**Type A Leave: Zero (0) Type A Leave requested
 Two (2) Type A Leaves converted to 1.0 Type B Leave**

Type B Leave: 1.125 FTE Type B Leaves requested

Type A Leave Time

Annual FTE

Zero (0) Type A Leave unused during 2015/16

Zero (0) FTE Type A Leave to be carried forward to 2016/17 (per LRCFT Section 11.6.8.5)

Type B Leave Time

Annual FTE

Deb Aucion-Ratcliff	Nursing Professor	20%	Spring 2016	.100 FTE
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“Nursing Curriculum Phase III”

Proposal: The purpose of this multi-phase project is to initiate the development of a new or largely revised nursing curriculum under the direction and guidance of a project manager. The Nursing Department has been using curriculum that was developed over two decades ago using concepts from a 1970’s nurse theorist which are now recognized as not being culturally competent. The new/revised curriculum will incorporate the current needs in the field of nursing.

Kamau Kinuthia	Economics Professor	60%	Spring 2016	.300 FTE
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“International Trade and Finance”

Proposal: The purpose of this project is to provide the professor time to fine tune his expertise in Sub-Saharan Africa – an area recording the fastest economic growth rate of any region in the world. Specifically, this project will expand his knowledge and workplace experience in foreign direct investment and international trade through internships with 1) LRCCD’s Center for International Trade Development to promote trade and foreign direct investment and develop training opportunities for East African small business executives and 2) the East African Investment Hub to promote trade and investment with Northern California companies.

Sarah Lehmann	Librarian	20%	Spring 2016	.100 FTE
David McCusker	Librarian	20%	Spring 2016	.100 FTE

“Library Research Tools & Tutorials”

Proposal: The project proposal is to create a robust set of approximately 40 information literacy-focused online instructional tools such as videos, interactive tutorials and research guides that can be combined in various ways and used by students, faculty and librarians. Once created, the content will be available in the following ways: 1) assemble the content into a library orientation module that instructors can directly import into their online courses; 2) post individual tutorials on the library website so that students may obtain self-paced library instruction according to their specific needs; and 3) make the tutorials available to librarians to embed into online research guides, email to students as needed, show during library presentations, and more.

**Fall 2015 Board Agenda
Sabbatical Leaves**

**Randy Schuster Design & Engineering
Technology Professor 20% Spring 2016 .100 FTE**

“Increasing Student Enrollment for Design & Engineering Technology”

Proposal: The purpose of this proposal is to complete a comprehensive examination of the Design Technology (DT) and Engineering Technology (ET) certificate and degree programs to identify areas of improvement in relation to student enrollment. The study will specifically focus on creating pathways for new students and improving student retention and completion throughout the program.

Elizabeth Specker ESL Professor 30% Spring 2016 .150 FTE

“ARC Eye Movement and Reading Awareness Resource Lab Inception”

Proposal: This proposal is a continuation of a leave granted for the Spring 2015 semester involving the Eye Movement and Reading Awareness (EMRA) resource lab. Now that the foundational necessities of the lab are in place, the purpose of this proposal is to pilot the equipment and location as well as the forms and manual with students and faculty. Pilot studies will be completed, instructors will be trained, and pedagogical application of the study results will be explored.

Michael Sweet Biology Professor 35% Spring 2016 .175 FTE

“Invertebrate Zoology Training and Development of Lab Activities”

Proposal: The purpose of this proposal is to complete an Invertebrate Zoology lecture course and an accompanying laboratory course and will write laboratory exercises to help launch our new biology major course, BIOL 415. A significant new component of the BIOL 415 curriculum will be its unit on ecology and taking an Invertebrate Zoology course allows the professor to complete his preparation for team teaching this course.

**Kristina Zajic Speech Language Pathology
Program Coordinator 20% Spring 2016 .100 FTE**

“SLPA Infrastructure Modifications”

Proposal: The purpose of this proposal is three-fold: 1) curriculum development/modification to address the changing needs of the industry; 2) SLPA program student manual development available to students to inform them on the policies and procedures of the SLPA program; and 3) SLPA program coordinator manual to serve as a resource for the SLPA coordinator.

0.083 FTE Type B Leave unused during 2015/16

0.083 FTE Type B Leave to be carried forward to 2016/17 (per LRCFT Section 11.6.8.5)

**Fall 2015 Board Agenda
Sabbatical Leaves**

Cosumnes River College

Type A Leave: Zero (0) Type A Leave requested

Type B Leave: 0.200 FTE Type B Leaves requested

Type A Leave Time

Annual FTE

Zero (0) Type A Leave unused during 2015/16

Zero (0) FTE Type A Leave to be carried forward to 2016/17 (per LRCFT Section 11.6.8.5)

Type B Leave Time

Annual FTE

Wendell Fishman	CIS Professor	20%	Spring 2016	.100 FTE
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“Mobile Web Development (Self Training)”

Proposal: This proposal is to take time in the spring semester to do research and testing for a new upcoming Mobile Web Development class. I’ve recently launched the proposal for this new course and before the first offering (tentatively fall 2016), I will need to do extra research in the field in order to be sufficiently prepared. This research will give me real-world, hands-on experience developing web pages for mobile devices and will help greatly with the creation of course lecture materials and assignments. The experience will address recommendations from previous faculty evaluations, student evaluations, and Advisory Committee meetings to keep current with new technologies.

Markus Geissler	CIS Professor	20%	Spring 2016	.100 FTE
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“Implementing a New A.S. Degree in Information Technology at CRC”

Proposal: The basic structure of our introductory IT related courses has not fundamentally changed since they were implemented either before I started teaching at CRC in 1998 or shortly thereafter, and recent developments such as the statewide IT Model Curriculum, are providing the CIS Department with an opportunity to revamp our current course structure to map to current industry needs as well as, hopefully, future transfer opportunities to CSUs for completers of our proposed A.A. IT degree.

.363 FTE Type B Leave unused during 2015/16

.363 FTE Type B Leave to be carried forward to 2016/17 (per LRCFT Section 11.6.8.5)

Fall 2015 Board Agenda
Sabbatical Leaves

Folsom Lake College

Type A Leave: Zero (0) Type A Leave requested

Type B Leave: Zero (0) FTE Type B Leave requested

Type A Leave Time

Annual FTE

Zero (0) Type A Leave unused during 2015/16
Zero (0) FTE of Type A Leave to be carried forward to 2016/17 (per LRCFT Section
11.6.8.5)

Type B Leave Time

Annual FTE

0.355 FTE Type B Leave unused during 2015/16
0.355 FTE Type B Leave to be carried forward to 2016/17 (per LRCFT Section 11.6.8.5)

**Fall 2015 Board Agenda
Sabbatical Leaves**

Sacramento City College

**Type A Leave: Zero (0) Type A Leave requested
 One (1) Type A Leave converted to 0.500 Type B Leave**

Type B Leave: 0.500 FTE Type B Leave requested

Type A Leave Time

Annual FTE

Zero (0) Type A Leave unused during 2015/16

Zero (0) FTE of Type A Leave to be carried forward to 2016/17 (per LRCFT Section 11.6.8.5)

Type B Leave Time

Annual FTE

Mari Carmen Garcia	Spanish Professor	30%	Spring 2016	.150 FTE
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“Spanish Department Assessment/Placement Tests”

Proposal: The purpose of this project is to investigate development of a Spanish placement instrument designed to improve the success of students in Spanish courses by systematizing student placement and the challenge process. Heritage speakers, in particular, will benefit by a more accurate placement.

David Hagerty	Learning Strategies Professor	30%	Spring 2016	.150 FTE
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“Survey of Sustainability Achievement and Goals”

Proposal: The purpose of this project is to facilitate completion of the STARS (Sustainability Tracking, Assessment, and Rating System) audit from the Association for the Advancement of Sustainability in Higher Education. The results of the survey will be used to address many aspects of campus life, including transportation, curriculum development, and the planning of new buildings. In the process, students will learn citizenship responsibilities including human impacts on the earth.

Pamela Posz	Librarian	40%	Spring 2016	.200 FTE
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“Technology (LIBT) Program”

Proposal: The purpose of this project is to obtain certification for the Library and Information Technology courses by the American Library Association. This national certification will improve students’ marketability in the library job market in California and across the nation.

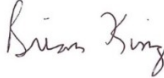

0.006 FTE Type B Leave unused during 2015/16

0.006 FTE Type B Leave to be carried forward to 2016/17 (per LRCFT Section 11.6.8.5)

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: November 18, 2015

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

RECOMMENDATION:

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

M A N A G E M E N T

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)	11/01/15 (Revised)

FACULTY

APPOINTMENT TO TEMPORARY POSITION(S)

<u>Name</u>	<u>Subject/Position</u>	<u>Effective Date(s)</u>
	<u>American River College</u>	
Eiteneer-Harmon, Daria N. (M.S., University of California, Davis)	Physics/Astronomy Assistant Professor, L.T.T.	01/14/16 – 05/18/16
	<u>Sacramento City College</u>	
Myers, Linda B. (M.A., California State University, Sacramento)	English Professor, L.T.T., 0.787%	10/06/15 – 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>		
Jorgensen, Gregory M.	Chemistry Professor	Type C	08/18/16 – 12/15/16

PRE-RETIREMENT WORKLOAD REDUCTIONS(S)
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<u>Name</u>	<u>Subject/Position</u>	<u>FTE</u>	<u>Effective Date(s)</u>
	<u>American River College</u>		
Atwater, Keith L.	Humanities Professor	.800	08/24/16 – 05/31/21

FACULTY

RETIREMENT(S)		
<u>Name</u>	<u>Subject/Position</u>	<u>Effective Date(s)</u>
<u>American River College</u>		
Campbell, Maria D.	History Professor (After 44 years of service)	05/19/16
Creighton, Ann E.	English as a Second Language Professor (After 16 years of service)	05/19/16
Magri, Kenneth J.	Art History Professor (After 24 years of service)	05/19/16
Nobles, Gloria J.	Computer Information Science Professor (After 25 years of service)	12/18/15
Thiltgen, Christine A.	Legal Assisting Professor 60% / Coordinator 20% (After 19 years of service)	07/01/16
Ward, Sue E.	Gerontology Professor (After 19 years of service)	05/19/16
<u>Sacramento City College</u>		
Duvall, Melvin E.	Electronics Professor (After 40 years of service)	12/18/15

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

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Allie,Diana J.	Counselor	1 %
Boal,Keith F.	Counselor	1 %
Bui,Thuan T.	Counselor	2 %
Campos,David A	Counselor	27 %
Dilgard,Sylvia B.	Counselor	37 %
Herman,Kathryn M.	Counselor	36 %
Hoag,Steven E.	Counselor	22 %
Jenkins,Arthur	Counselor	1 %
Konstantynov,Dmytro	Counselor	24 %
Longhitano,Amber L.	Counselor	29 %
Mar,James K.	Counselor	20 %
Nelson,Jessica B.	Counselor	6 %
Schultz,Erich J.	Emergency Medical Services	7 %
Villalobos,Everardo	Emergency Medical Services	10 %
Youngs,Cynthia	Reading	40 %

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

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Mayes,Orrlando L.	Administration of Justice	5 %
Ryan,Christopher M	Police Academy	6 %
Wong,Calvin J	Coordinator	9 %

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

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
** (B5) Wydick,Derrick C.	Counselor	3 %
** (B5) Wydick,Derrick C.	Counselor	3 %
** (B5) Wydick,Derrick C.	Counselor	4 %
Zitelli,Miela Christine	Coordinator	4 %

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

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Albrecht,Christian	Administration of Justice	1 %
Braun,Marlia M.	Dietetic Services and Management	2 %
Briscoe-Smith,Allen G.	Computer Programming	16 %
Cartan,Jennifer A.	Spanish	20 %
Cooke,Lorell M.	Counselor	9 %
Dilgard,Sylvia B.	Counselor	40 %
Farias,Imelda	Counselor	50 %
** (B5) French,Scott D.	Administration of Justice	1 %
Garfield,Elizabeth T.	Physiology (Includes Anatomy)	50 %
Guthrie,Shannon J.	Dietetic Services and Management	1 %
Herman,Kathryn M.	Counselor	30 %
Herman,Kathryn M.	Counselor	3 %
Hernandez,Israel	Administration of Justice	1 %
Hoag,Steven E.	Counselor	18 %

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.	Counselor	37 %
Jenkins,Arthur	Counselor	30 %
Jenkins,Arthur	Counselor	18 %
Jenkins,Arthur	Counselor	2 %
Kiefer,Michelle L.	Child Development/Early Care and Educatio	20 %
Kientz,Michelle L.	Counselor	39 %
Knox,Paul Douglas	English	23 %
Konstantynov,Dmytro	Counselor	29 %
Lawrence,Aaron Preston Sakai	Counselor	26 %
Longhitano,Amber L.	Counselor	3 %
Mar,James K.	Counselor	41 %
Menard,Sigrid A.	Counselor	52 %
Mickela,Anthony E.	Counselor	33 %
Palaspas,Candice	Counselor	9 %
Perrault,Priscilla A.	Counselor	33 %
Plezia-Missler,Dorothy E	Counselor	26 %
Rogers,Charles W.	Administration of Justice	1 %
Rojas,Evelyn R	Reading	30 %
Rood,Blake	Counselor	1 %
Scott,Tatiana	Music	8 %
Soghomonians,Arlen	Emergency Medical Services	2 %
Sowinski,Lisa M	Mathematics, General	20 %
** (B5) Stewart,Dale R.	Emergency Medical Services	4 %
Theiss,William Francis	Computer Information Systems	24 %
Welter, Lee O.	Paramedic	6 %
White,Gay A	ESL Writing	2 %
White,Gay A	ESL Integrated	28 %
Williams,Margaret N.	Child Development/Early Care and Educatio	20 %
Wilson,Lorraine	Registered Nursing	20 %
Wingard,Benjamin J.	Librarian	46 %

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

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Brewer,Janet L.	Diagnostic Medical Sonography	26 %
Dartez,Gail A	Dramatic Arts	40 %
Hastings,Julienne	Dramatic Arts	49 %
Hebert,Rodney Stafford	Music	15 %
Kuipers,Danielle R.	Diagnostic Medical Sonography	7 %
Ledbetter,Starla C.	Health Information Coding	15 %
Lemoine,Florence A.	History	20 %
Redmond,Rebecca J.	Dramatic Arts	11 %
Robinson,Tamara M.	Office Technology/Office Computer Applicati	20 %

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

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Beese,Michelle A.	Counselor	7 %
Brabander,Phuong Thao	Counselor	1 %
** (A1) Clarke,Alan L.	Political Science	1 %
Dillon,Jeffrey T.	Counselor	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
Folsom Lake College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Divittorio,Amy M.	Spanish	15 %
Evans,Scott Dale	Counselor	4 %
Hill,Anthony Keith	International Business and Trade	20 %
Johnson,Glenn Allen	Information Technology, General	2 %
Kientz,Michelle L.	General Work Experience	13 %
Mabanta,Romyl J.	Dramatic Arts	20 %
McConnell,Joel E.	Counselor	14 %
McDonald,Zhrinna D.	Study Skills	1 %
McDonald,Zhrinna D.	Counselor	20 %
Millington,James E.	Information Technology, General	23 %
Piskun,Yelena	Counselor	27 %
Radding,Joseph R.	Political Science	19 %
Rahe-Horne,Julie A.	Counselor	2 %
Rahman Jackson,Lishia	Counselor	8 %
Roberge,Andrea M.	Counselor	48 %
Schmit,Blanca A.	Spanish	10 %
Snow,Camille D	Counselor	32 %
Stark,James C.	Chemistry, General	27 %
Van Gilder,Jeffrey H.	Geology	35 %
Wheeldon,George A.	Geology	35 %
Wong,Calvin J	Coordinator	22 %

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

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Aldrich,Cathleen	Reading	5 %
Batarseh,Samer M.	Business and Commerce, General	3 %
Cheung,Joseph L.	Coordinator-Instruct LAB	3 %
Davis,Kenneth A.	Drafting Technology	28 %
Garbett,Rick T.	Management Development & Supervision	20 %
Hunter,James W.	Business and Commerce, General	30 %
Johnson,Orna R.	Anthropology	8 %
Knowles,Deborah J. F.	Job Seeking/Changing Skills	13 %
Parlin,Sam	Coordinator-Instruct LAB	6 %
Sweezey,Michelle L.	Reading	7 %
Turck,Wanda A.	Cosmetology and Barbering	49 %
Whittaker,Jacob Tyler	History	1 %
Zitelli,Miela Christine	Coordinator	60 %

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

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Beckhorn,Nisha B.	Counselor	8 %
Chow,Lorraine	Child Development/Early Care and Educatio	13 %
Corbin,Kirsten Bunce	Reading	20 %
Fish,Melissa M.	Business Management	20 %
Fish,Melissa M.	Office Technology/Office Computer Applicati	1 %
Fortman,Anita J.	Counselor	1 %
Gaudard,Amy L.	Mathematics, General	5 %
Goold,Grant B.	Paramedic	18 %

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

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Hartin,Robert G.	Counselor	7 %
Hess,John F.	English	20 %
Kinoshita,Rory M.	Mathematics, General	5 %
Lee,Dennis J.	English	7 %
Lovering,Janay N.	English	20 %
Mitchell,Emilie B.	Psychology, General	35 %
Nazareno,Randy P.	Counselor	12 %
Nelson,Jessica B.	Coordinator	2 %
Overgard,Jayne A.	Mathematics, General	43 %
Padgett,Christopher D.	History	40 %
Pollard,Margaret P.	Accounting	20 %
Reilly,Robin L.	Accounting	8 %
Rust,Joseph D.	Counselor	1 %
** (A5) Sachau,Michael T.	Counselor	32 %
Schuster,Randall O.	Drafting Technology	13 %
Spurgeon,Michael L.	Creative Writing	5 %

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

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Connally,Ryan	Environmental Technology	30 %
Connally,Ryan	Civil & Construction Mgmt Technology	2 %
Cranston,Monica L.	Counselor	2 %
Davtian,Anna	Counselor	2 %
Doan,Anna N.	Counselor	4 %
** (A5) Fortin,Cheri L.	Dramatic Arts	20 %
Hendrix,L. Ralph	Counselor	2 %
Hoang,Linda	Mathematics, General	27 %
Perez,Rochelle A.	Academic Guidance	7 %
Phan,Man	Business and Commerce, General	40 %
Roberts,Jason M.	Welding Technology	58 %

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

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Clark,Christopher S.	Counselor	24 %
Prelip,Angela N.	Speech Communication	40 %
Tikhonova,Inna V.	Counselor	16 %

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

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
** (B5) Bonawitz,Marcia C.	Cosmetology and Barbering	43 %
** (A5) Castaneda,Denise S.	Reading	15 %
Cypret,Phillip B.	Aeronautical & Aviation Technology	17 %
Janssen,Kristine M.	Counselor	2 %
Krofchok,Bryan	Coordinator-Instruct LAB	3 %
Lepe,Leonela G.	Academic Guidance	20 %
Nguyen,Anh H.	Counselor	1 %
Ruedas,Sandra R.	Counselor	1 %

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

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Severson,Michael L.	Speech Communication	20 %
Spangler,Rachel I.	Reading	48 %
Taylor,Timothy K.	Coordinator-Instruct LAB	3 %
Zamora,Frank	Art	13 %

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CLASSIFIED

APPOINTMENT(S)		Assigned to	Effective Date(s)
<u>Name</u>	<u>Position</u>		
Aguirre-Barr, Silvia	Clerk III	SCC	11/09/15
Cisneros, Michael S.	Admissions/Records Clerk II	ARC	11/09/15
Deacon, Trenton	Instructional Assistant-Mathematics, 10 months	ARC	11/09/15
Ellis, Michaella C.	Instructional Assistant- Foreign Language 9 months, 50%	ARC	11/03/15
Garcia-Potter, Lydia M.	Instructional Assistant- Writing/English/Reading, 9 months, 37.5%	ARC	11/09/15
Gibson-Wittrup, Joelle M.	Clerk II, 50%	ARC	10/26/15
Gordon, Paula D.	Purchasing Supervisor	DO	11/02/15
Jensen, Lydia M.	Administrative Assistant I	SCC	10/26/15
Karpuk, Olesya	Admissions/Records Clerk II	ARC	11/09/15
Marjanovich, Nichole	Admissions/Records Clerk II	ARC	11/12/15
Rivera-Benavidez, Jesus L.	Lead Custodian	FLC	11/09/15
Taylor, Jennifer C.	Control Center Technician	FM	11/09/15
Yaghoubi, Ali	Information Technology Systems/Database Administrator Analyst II	DO	10/19/15

LEAVE(S) OF ABSENCE		Type of Leave	Assigned to	Effective Date(s)
<u>Name</u>	<u>Position</u>			
Madsen, Julie A.	Athletic Trainer, 10 months	Child Care, 100%	CRC	11/26/15-01/14/16
Velichko, Nikolay	Maintenance Technician	Health, 100%	FM	11/04/15-11/30/15
Ward, Anne L.	College Relations Specialist	Child Care, 100%	FLC	11/19/15-01/24/16

CLASSIFIED

PLACEMENT ON 39-MONTH RE-EMPLOYMENT LIST

<u>Name</u>	<u>Position</u>	<u>Assigned to</u>	<u>Effective Date</u>
Yagen, Paul E.	College Safety Officer	DO	10/03/15

PROMOTION(S)

<u>Name</u>	<u>New Position (Current Position)</u>	<u>Assigned to</u>	<u>Effective Date(s)</u>
Grayson, Israeline P.	Clerk III (Clerk II)	ARC ARC)	11/02/15
Light, Julia A.	Risk Management Specialist (Operations Technician	DO FLC)	10/19/15
Mack, Courtnee L.	Student Personnel Assistant- Career and Job Opportunity Services (Admissions/Records Evaluator I	CRC SCC)	11/02/15
Patino, Anita M.	Financial Aid Officer (Student Personnel Assistant- Educational Center	SCC SCC)	11/16/15
Woodard, Kevin J.	Senior Information Technology Technician-Lab/Area Microcomputer Support, 10 months (Clerk III, 12 months	ARC ARC)	10/28/15

RELEASED FROM EMPLOYMENT (PROBATIONARY)
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<u>Employee ID#</u>	<u>Position</u>	<u>Assigned To</u>	<u>Effective Dates(s)</u>
0237239	Groundskeeper	FM	10/28/15

RESIGNATION(S)

<u>Name</u>	<u>Position</u>	<u>Assigned to</u>	<u>Effective Date(s)</u>
Jean-Gilles, Reginald G.	Financial Aid Officer	SCC	10/17/15
Webb, Kevin T.	Lead Library/Media Technical Assistant	SCC	10/31/15

CLASSIFIED

RETIREMENT(S)

<u>Name</u>	<u>Position</u>	<u>Assigned to</u>	<u>Effective Date(s)</u>
Edwards, Ceil H.	Community Services Clerk (After 15+ years of service)	ARC	11/14/15
Jones, Randall D.	Senior Information Technology Systems/Database Administrator Analyst (After 33+ years of service)	DO	12/01/15

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>			
Abdelmalak, Elethabeth G. N.	Campus Patrol	10/12/2015	06/30/2016
Benson, Karen G.	Special Projects	09/15/2015	06/30/2016
Callaway, Justin W.	Special Projects	09/15/2015	06/30/2016
Chavez, Lizset K	Campus Patrol	09/25/2015	06/30/2016
DeSimone, Valerie N.	Beginning Interpreter	10/12/2015	06/30/2016
Glenn, Cynthia M.	Special Projects	09/15/2015	06/30/2016
Hart, Melanie J.	Special Projects	09/15/2015	06/30/2016
Helms, Shelby C.	Special Projects	09/15/2015	06/30/2016
Hess, Aubrey M.	Instructional Assistant	09/29/2015	06/30/2016
Jadot Lindenfeld, Kellie E.	Campus Patrol	10/07/2015	06/30/2016
Knott, Dustin E.	Special Projects	09/15/2015	06/30/2016
Kumpf, Andrew K.	Campus Patrol	10/12/2015	06/30/2016
Lehman, Linda A.	Special Projects	09/15/2015	06/30/2016
Lopez, Caleb	Special Projects	09/28/2015	06/30/2016
Low, Shawana Marie	Art Model	09/01/2015	06/30/2016
Mansoor, Alex K.	Specialty Coach	08/25/2015	06/30/2016
McAllister, Jarvis H.	Special Projects	09/15/2015	06/30/2016
McMannis, Alexis L	Special Projects	09/15/2015	06/30/2016
McNee, Shay D.	Special Projects	09/28/2015	06/30/2016
Mundling, Lisa M.	Special Projects	09/30/2015	06/30/2016
Murti, Kendalyne K.	Student Personnel Assistant	10/13/2015	06/30/2016
Ngo, Que K.	Assistant Coach	10/25/2015	06/30/2016
Platte, Daniel J.	Toolroom Equip Attendant	10/12/2015	06/30/2016
Puckett, Tyler J.	Campus Patrol	07/01/2015	06/30/2016
Rocha, Eduardo I.	Instructional Assistant	10/13/2015	06/30/2016
Roome, Joshua M.	Instructional Assistant	10/01/2015	06/30/2016
Verigin, William M.	Art Model	08/15/2015	06/30/2016
Younan, Michael A.	Laboratory Technician	10/20/2015	06/30/2016
Young, Kevin A.	Campus Patrol	07/01/2015	06/30/2016
<u>Cosumnes River College</u>			
Fyffe, Kelly J.	Student Personnel Assistant	10/13/2015	06/30/2016
Lopez, Teresa M.	Account Clerk I	09/25/2015	06/30/2016
Mena, Edgar	Student Personnel Assistant	11/01/2015	06/30/2016
Vega Diarte, Luis Angel	Clerk I	10/13/2015	06/30/2016
Williams, Christopher C.	Graphic Designer	10/07/2015	06/30/2016

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>End Date</u>
<u>Cosumnes River College (continued)</u>			
Yancey, Jovon D.	Campus Patrol	10/07/2015	06/30/2016
<u>District Office / Business and Economic Development Center / Facilities Management</u>			
Foreman, Amber R.	Special Projects	08/01/2015	06/30/2016
Hurts, Cedric DC.	Special Projects	09/25/2015	06/30/2016
<u>Folsom Lake College</u>			
Adams, Anthony	Instructional Assistant	10/07/2015	06/30/2016
Burke, Talina R.	Operations Technician	10/29/2015	06/30/2016
Cyphert, Tammy Lea	Instructional Assistant	10/13/2015	06/30/2016
Dubinets, Aleksandr N.	Clerk II	10/07/2015	06/30/2016
Duer, Paul	Special Projects	10/12/2015	06/30/2016
Dwyer, Jacob D.	Campus Patrol	10/15/2015	06/30/2016
Fisher, Barbara J. D.	Special Projects	10/13/2015	06/30/2016
Halsell, Jared B.	Special Projects	10/12/2015	06/30/2016
Harrell, Courtney E.	Special Projects	10/12/2015	06/30/2016
Haydn, Gerald A.	Special Projects	10/12/2015	06/30/2016
Johnson, Meghan N	Clerk I	09/25/2015	06/30/2016
Karle, Sierra R.	Instructional Assistant	10/12/2015	06/30/2016
Keane, Marylou	Special Projects	10/25/2015	06/30/2016
Linde, Aaron M.	Clerk I	10/07/2015	06/30/2016
Lomastro, Charmaign S.	Special Projects	10/09/2015	06/30/2016
Romero, Cynthia A.	Special Projects	10/12/2015	06/30/2016
Scherer, Deborah L.	Bookstore Clerk I	10/26/2015	06/30/2016
Vann-Smith, Dominique D.	Campus Patrol	10/19/2015	06/30/2016
Walker, Traci L.	Special Projects	10/12/2015	06/30/2016
<u>Sacramento City College</u>			
Armenta, Xochilt Del Rosal	Clerk I	09/25/2015	06/30/2016
Au, Vincent C.	Instructional Assistant	09/25/2015	06/30/2016
Devine, Pamela S.	Clerk III	10/15/2015	06/30/2016
Girardi, Cynthia D.	Clerk III	09/30/2015	06/30/2016
Haughton, David B.	Instructional Assistant	10/26/2015	06/30/2016
Hill, Lajuan D.	Financial Aid Clerk II	09/28/2015	06/30/2016
Kraehling, Lynn C.	Instructional Assistant	10/15/2015	06/30/2016
Pedersen, Tamara M.	Grant Coordination Clerk	10/27/2015	06/30/2016
Razo, Heather H	Instructional Assistant	10/15/2015	06/30/2016
Suprun, Lisa	Instructional Assistant	10/19/2015	06/30/2016
Zuniga, Isys S.	Clerk I	10/25/2015	06/30/2016

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: November 18, 2015

SUBJECT:	Draft 2016 Board Meeting Calendar	ATTACHMENT: Yes	
		ENCLOSURE: None	
AGENDA ITEM:	First Reading Item A	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	Brian King <i>Brian King</i>	CONSENT/ROUTINE	
		FIRST READING	X
APPROVED FOR CONSIDERATION:	Brian King <i>Brian King</i>	ACTION	
		INFORMATION	

STATUS

A draft copy of the proposed 2016 annual board meeting calendar is attached for the Board's review and discussion. The final draft will be presented for approval at the next regular board meeting on December 9, 2015.

RECOMMENDATION:

The draft 2016 board meeting calendar is presented for first reading.

LOS RIOS COMMUNITY COLLEGE DISTRICT

2016 Board Meeting Calendar

DRAFT



Regular board meetings are generally the second Wednesday of the month
(unless otherwise noted) at 5:30 pm

JANUARY				JULY			
	13				13		
FEBRUARY				AUGUST			
		17 FLC			10		
MARCH				SEPTEMBER			
4-5*		16 CRC		7 SCC			
APRIL				OCTOBER			
	13			9/30- 10/1*		19	
MAY				NOVEMBER			
	11 ARC				9		
JUNE				DECEMBER			
	8				14		

*Board Retreat Dates

Convocation Dates: January 15, 2015; August 19, 2015

Graduation: May 18, 2015

MEETING LOCATIONS:

Meetings are held in the District Office Board Room, unless otherwise noted. All meeting location addresses for 2016 are as follows:

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

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

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

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


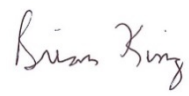
Sacramento City College (SCC): 3835 Freeport Boulevard, Sacramento, CA 9582

REVISED Draft calendar presented to the Board of Trustees for first reading: November 18, 2015

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: November 18, 2015

SUBJECT:	ESTEEM Program	ATTACHMENT: None	
		ENCLOSURE: None	
AGENDA ITEM:	Information Item A	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	Kathryn Jeffery 	CONSENT/ROUTINE	
		FIRST READING	
APPROVED FOR CONSIDERATION:	Brian King 	ACTION	
		INFORMATION	X

BACKGROUND:

To assist with addressing the academic needs of our students, the Basic Skills Initiative at Sacramento City College established the Essential Support Teams in English, ESL, and Math (ESTEEM) Program in Fall 2014. Beyond supporting academic success, the ESTEEM program aims to assist students in becoming proactive in their ability to access campus resources and navigate the college system. Oftentimes, not knowing where to start in their search for assistance or feeling intimidated by the overall process prohibits students from seeking out help. The ESTEEM program is designed to combat this feeling – having a relationship with a classified staff member will afford students the opportunity to approach someone they feel they have a connection with. Research shows that when students feel connected to the campus and those who work at the campus, they are more likely to complete their goals. Another goal of the ESTEEM program is to form a bond between instruction and student services. Increasing understanding of all of our roles on campus fosters an environment of collegiality and respect – every role on this campus is designed to support student success. This will, in turn, lead to a smooth and complete college experience for our students.

STATUS:

Staff will present the history of the ESTEEM Program and how it combines instruction, student support services, and supplemental instruction to provide students with structured support to help them be successful in their coursework and in navigating the college system. ESTEEM matches classified staff members with basic skills classes utilizing embedded student tutors. The classified staff members deliver weekly bits of information ranging from upcoming deadlines to campus services to student survival tips. Once delivered, the members may answer questions from the class and are encouraged to assimilate into the classroom so that students become comfortable with viewing them as an additional resource. The student tutors, known as student instructional assistants (SIAs), provide content support both in and outside of the classroom. In this manner, the faculty member, classified participant, and the SIA each form a link in the chain to success for students.


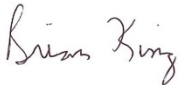
RECOMMENDATION:

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

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: November 18, 2015

SUBJECT:	Sacramento City College's 100 th Anniversary	ATTACHMENT: None	
		ENCLOSURE: None	
AGENDA ITEM:	Information Item B	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	Kathryn Jeffery 	CONSENT/ROUTINE	
		FIRST READING	
APPROVED FOR CONSIDERATION:	Brian King 	ACTION	
		INFORMATION	X

BACKGROUND:

Founded in 1916 as a department of Sacramento High School, Sacramento City College is the seventh oldest public community college in California and the oldest institution of higher learning in Sacramento. The college eventually gained its own campus at the corner of Sutterville and Freeport where it opened its doors to students in 1926. The campus consisted of just two buildings at the time. With more than 40 buildings and 23,000 students, SCC has evolved with the times. But even in our 100th academic year, the college vision remains the same: to create learning community that celebrates diversity, nurtures personal growth, and inspires academic and economic leadership.

SCC will begin to celebrate its 100th anniversary throughout the calendar year of 2016 and the academic year of 2016-17 to mirror the first academic year for those 46 students and 16 part-time instructors. To that end, the college has created a Centennial Celebration committee, filled with faculty, classified staff, and managers to prepare for promote and put on a variety of events throughout the celebration.

STATUS:

A presentation will be made to the Board of Trustees to share highlights of SCC's upcoming Centennial Celebration.

RECOMMENDATION:

This item is presented to the Board of Trustees as information.