

# LOS RIOS COMMUNITY COLLEGE DISTRICT



## BOARD MEETING AGENDA

Wednesday, December 14, 2016  
5:30 pm

### MEETING LOCATION:

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

<b>1. CALL TO ORDER</b>	Board President
<b>2. ORAL COMMUNICATIONS</b> <i>The public may comment on any items within the Board's jurisdiction, even if the items are not on the agenda only during this portion of the meeting. However, the law prohibits action by the Board on non-agenda items. A yellow "Speaker's Card" must be submitted to the clerk of the board and comments are limited to three (3) minutes.</i>	
<b>3. SPECIAL ORDER OF BUSINESS: ANNUAL ORGANIZATIONAL MEETING</b>	
A. Election Results and Seating of Elected Officials	Board President
B. Election of Officers	Board President
C. 2017 Dates of Regular Board Meetings	Board President
D. Authorization to Attend Meetings	Board President
E. Reaffirm District Policies	Board President
F. Representation to Education Associations	Board President
<b>4. CONSENT CONSIDERATIONS</b>	
<i>A member of the Board may request that an item be removed for further discussion and separate action.</i>	
A. Board Meeting Minutes: November 9, 2016	Brian King
B. 2018-19 Academic Calendar	Susan L. Lorimer
C. Curriculum Proposals: ARC/CRC/FLC/SCC	Susan L. Lorimer
D. Board Policy Creation: P-8911 Safety and Security (Clery Act)	JP Sherry
E. Board Policy Revision: P-2332 Academic Advising Program	JP Sherry
F. Board Policy Revisions: P-1413 Use of Outdoor Areas; P-3213 Meeting Procedures	JP Sherry
G. Board Policy Revision: P-4111 Administrative; P-8431 Naming of Facilities and Areas	JP Sherry
H. Claim: Danine Henry	JP Sherry
I. Claim: Angela Ramos	JP Sherry
J. District Bank and Merchant Services	Theresa Matista
K. Disposition of Surplus Equipment – Salvage Value Greater than \$5,000	Theresa Matista
L. Disposition of Stale Dated Records	Theresa Matista
M. Special Event Authorization	JP Sherry
N. Ratify: Grants and Contracts Awarded	Susan L. Lorimer
O. Ratify: New Contracts and Renewals	Theresa Matista
P. Ratify: Affiliation and Other Agreements	Theresa Matista
Q. Ratify: Bid Transactions	Theresa Matista
R. Disposition of Surplus Equipment	Theresa Matista
S. Purchase Orders, Warrants, Checks and Electronic Transfers	Theresa Matista
T. Warrant – Opening Doors	Theresa Matista

U. Short-Term Temporary Employee Projections	Brian King
V. Special Rate Temporary Classified Salary Schedules	Brian King
W. Regular Human Resources Transactions	Brian King

<b>5. FIRST READING</b>	
A. Board Policy Revision: P-8611 Conflict of Interest Code	JP Sherry
B. Board Policy Revision: P-8122 Budget Planning	JP Sherry
C. Board Policy Creation: P-2218 Dual Enrollment	JP Sherry

<b>6. COLLECTIVE BARGAINING</b>	
A. 2017-2020 Initial Collective Bargaining Proposals for LRCFT and LRCCD	Susan L. Lorimer
B. 2017-2020 Initial Collective Bargaining Proposals for SEIU and LRCCD	Theresa Matista

<b>7. ACTION</b>	
A. Folsom Lake College Vision and Mission Statements	Rachel Rosenthal
B. 2015-16 District Audit Report	Theresa Matista

<b>8. BOARD MEMBER REPORTS</b>
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<b>9. FUTURE AGENDA ITEMS</b>
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<b>10. REPORTS and COMMENTS</b>
<ul style="list-style-type: none"> <li>▪ Student Association</li> <li>▪ Classified Senate</li> <li>▪ Academic Senate</li> <li>▪ Other Recognized Constituencies</li> <li>▪ Chancellor’s Report</li> </ul>

<b>11. CLOSED SESSION</b>
<i>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.</i>
A. Pursuant to Government Code section 54956.9, subd. (a): Conference with Legal Counsel- Existing Litigation; WCAB Nos. ADJ 8187662, 6852692, 6925410

<b>12. OPEN SESSION: REPORT OF ANY ACTION TAKEN IN CLOSED SESSION, IF NECESSARY</b>
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<b>13. ADJOURNMENT</b>
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<b>LOS RIOS BOARD OF TRUSTEES</b>			
<b>Deborah Ortiz</b> President ▪ Area 6	<b>Ruth Scribner</b> Vice President ▪ Area 4	<b>Dustin Johnson</b> ▪ Area 1 <b>Robert Jones</b> ▪ Area 2 <b>John Knight</b> ▪ Area 3	<b>Pamela Haynes</b> ▪ Area 5 <b>Tami Nelson</b> ▪ Area 7 <b>Marianna Sousa</b> ▪ 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. Next Meeting: January 11, 2017 ▪ Regular Board Meeting ▪ Location: District Office			
Public records provided to the Board for the items listed on the open session portion of this agenda are available at the District Office located at 1919 Spanos Court, Sacramento, CA, during normal business hours. The Board agenda is posted on the District’s website: <a href="http://www.losrios.edu">www.losrios.edu</a>			
<b>Help Us Help You</b>			
Los Rios Community College District strives to make reasonable accommodations in all of its programs, services and activities for all qualified individuals with disabilities. Notification (568-3021) 48 hours in advance will enable the District to make arrangements to ensure meeting accessibility. When you arrive, please contact a staff member if you need assistance (Pursuant to Govt Code § 54954.2).			

# LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 14, 2016

<b>SUBJECT:</b>	Election Results and Seating of Elected Officials	ATTACHMENT: None	
		ENCLOSURE: Yes	
<b>AGENDA ITEM:</b>	Special Order of Business Item A	TYPE OF BOARD CONSIDERATION:	
<b>RECOMMENDED BY:</b>	Brian King, Chancellor <i>Brian King</i>	CONSENT/ROUTINE	
		FIRST READING	
<b>APPROVED FOR CONSIDERATION:</b>	Brian King, Chancellor <i>Brian King</i>	ACTION	X
		INFORMATION	

**BACKGROUND:**

Election Code § 15400 requires that the Board declare the results of the November 8, 2016 election. The Oaths of Office were administered to the recently elected Board members, prior to them taking office, at the December 14, 2016 organizational meeting.

**STATUS:**

The Registrar of Voters for the County of Sacramento and State of California has certified the election results as follows:

TRUSTEE AREA	CANDIDATE SELECTED	VOTES CAST BY COUNTY				
		Sacramento	El Dorado	Yolo	Solano	TOTAL
3	John Knight	12,095	27,337	n/a	n/a	39,432
4	Ruth Scribner	25,221	n/a	22,786	11	48,018
5	Pamela Haynes	40,261	n/a	n/a	n/a	40,261
7	Tami Nelson	31,212	n/a	n/a	n/a	31,212

**RECOMMENDATION:**

It is recommended that the Board of Trustees declare the results of the November 8, 2016 election as certified by the Sacramento County Registrar of Voters.

# LOS RIOS COMMUNITY COLLEGE DISTRICT

**PRESENTED TO BOARD OF TRUSTEES**

**DATE:** December 14, 2016

<b>SUBJECT:</b>	Election of Officers	ATTACHMENT: None	
		ENCLOSURE: None	
<b>AGENDA ITEM:</b>	Special Order of Business Item B	TYPE OF BOARD CONSIDERATION:	
<b>RECOMMENDED BY:</b>	Brian King, Chancellor <i>Brian King</i>	CONSENT/ROUTINE	
		FIRST READING	
<b>APPROVED FOR CONSIDERATION:</b>	Brian King, Chancellor <i>Brian King</i>	ACTION	X
		INFORMATION	

**STATUS:**

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

**RECOMMENDATION:**

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

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

# LOS RIOS COMMUNITY COLLEGE DISTRICT

**PRESENTED TO BOARD OF TRUSTEES**

**DATE:** December 14, 2016

<b>SUBJECT:</b>	2017 Dates of Regular Board Meetings	ATTACHMENT: Yes	
		ENCLOSURE: None	
<b>AGENDA ITEM:</b>	Special Order of Business Item C	TYPE OF BOARD CONSIDERATION:	
<b>RECOMMENDED BY:</b>	Brian King, Chancellor <i>Brian King</i>	CONSENT/ROUTINE	
		FIRST READING	X
<b>APPROVED FOR CONSIDERATION:</b>	Brian King, Chancellor <i>Brian King</i>	ACTION	
		INFORMATION	

**BACKGROUND:**

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

**STATUS:**

The proposed calendar was presented to the Board for First Reading at its November meeting. After Board discussion, the dates of the regular board meetings were revised. The updated 2017 calendar with the changes is attached.

**RECOMMENDATION:**

It is recommended that the Board of Trustees schedule the regular meetings for the second Wednesday of the month (unless otherwise noted) at 5:30 pm, and the spring and fall retreats as noted, and approve the attached 2017 board meeting calendar.

# LOS RIOS COMMUNITY COLLEGE DISTRICT

## 2017 Board Meeting Calendar



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

JANUARY				JULY			
	11				12		
FEBRUARY				AUGUST			
	8 FLC				9		
MARCH				SEPTEMBER			
3-4*		15 CRC			13		
APRIL				OCTOBER			
5				6-7*		18	
MAY				NOVEMBER			
	10 ARC				8 SCC		
JUNE				DECEMBER			
	14				13		

\*Board Retreat Dates  
Convocation Dates: January 13, 2017; August 18, 2017  
Graduation: May 17, 2017

### MEETING LOCATIONS:

Meetings are held in the District Office Board Room, unless otherwise noted. All meeting location addresses for 2017 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

*DRAFT presented to the Board of Trustees: December 14, 2016*

# LOS RIOS COMMUNITY COLLEGE DISTRICT

**PRESENTED TO BOARD OF TRUSTEES**

**DATE:** December 14, 2016

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

**BACKGROUND:**

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

**RECOMMENDATION:**

It is recommended that the Board of Trustees reaffirm Board Policy P-3211 authorizing Board members to conduct District business and to attend meetings and conferences as representatives of the District when performing services on behalf of the Board.

# LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 14, 2016

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

**BACKGROUND:**

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

**RECOMMENDATION**

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



# LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 14, 2016

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

**BACKGROUND:**

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

**RECOMMENDATION**

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

ACTIVITY/ASSOCIATION	CURRENT REPRESENTATIVES
American Association of Community Colleges (AACC)	Dustin Johnson
Association of Community College Trustees (ACCT)	Deborah Ortiz
California Community College Trustees (CCCT)	Pam Haynes
Los Rios Foundation	Pam Haynes
Yolo County School Boards Association (YCSBA)	Ruth Scribner Alternate: Dustin Johnson

# LOS RIOS COMMUNITY COLLEGE DISTRICT

**PRESENTED TO BOARD OF TRUSTEES**

**DATE:** December 14, 2016

<b>SUBJECT:</b>	Board Meeting Minutes: November 9, 2016	ATTACHMENT: Yes	
		ENCLOSURE: None	
<b>AGENDA ITEM:</b>	Consent Item A	TYPE OF BOARD CONSIDERATION:	
<b>RECOMMENDED BY:</b>	Brian King, Chancellor <i>Brian King</i>	CONSENT/ROUTINE	X
		FIRST READING	
<b>APPROVED FOR CONSIDERATION:</b>	Brian King, Chancellor <i>Brian King</i>	ACTION	
		INFORMATION	

**STATUS:**

The minutes of the Board of Trustees meeting held on November 9, 2016 are attached for Board review and consideration.

**RECOMMENDATION:**

It is recommended that the Board of Trustees approve the minutes of the meeting held on November 9, 2016.



**LOS RIOS COMMUNITY COLLEGE DISTRICT**  
**Board Meeting Minutes**  
**Wednesday, November 9, 2016**

## **1. CALL TO ORDER**

The board meeting was called to order by President Ortiz at 5:30 p.m., in the Tiff Martinez Board Room at Los Rios Community College District, 1919 Spanos Court, Sacramento, California.

### ***Present:***

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

Ms. Marianna Sousa, Student Trustee

Dr. Brian King, Chancellor

## **2. ORAL COMMUNICATIONS**

Edwin Fagin addressed the Board of Trustees regarding faculty concerns.

Ralph Merletti addressed the Board of Trustees to request their consideration of the recommendations he made during his campaign.

Board President Ortiz and the Trustees presented the Crystal Apple Award to Trustee Kay Albiani in honor of her outstanding contributions to education, including her twenty years of service on the Los Rios Community College District Board.

## **3. CONSENT CONSIDERATIONS**

*A motion was made by Mr. Knight, seconded by Mr. Johnson, that the Board of Trustees approve Consent Consideration items A through Q.*

*Roll Call Vote:*

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

*No: None*

*Absent: None*

*Student Trustee: Aye*

*Motion carried; 7:0*

A. Board Meeting Minutes: September 30 – October 1 and October 19, 2016

*That the Board of Trustees approve the minutes of the meetings held on September 30 – October 1 and October 19, 2016.*

B. Scheduling of the Board of Trustees Annual Organizational Meeting

*That the Board of Trustees schedule the annual organizational meeting for Wednesday, December 14, 2016 at 5:30 p.m.*

C. Resolution No. 2016-17: Board of Trustees Absences

*That the Board of Trustees adopt Resolution No. 2016-17 which specifies that trustees be compensated for absences as indicated.*

D. Curriculum Proposals: American River, Cosumnes River, Folsom Lake and Sacramento City Colleges

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

E. Board Policy Revisions: Protected Class Descriptions (P-2113, 2211, 2412, 2423, 5111, 6111, 7841, 8321, 8841, 9111)

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

F. Appointment: Citizens' Bond Oversight Committee

*That the Board of Trustees appoint Mr. Mario Rodriguez to the District's Citizens' Bond Oversight Committee.*

G. District Quarterly Financial Status Report (311Q)

*That the Board of Trustees receive the September 30, 2016 Quarterly Financial Status Report (CCFS-311Q) and the related financial statements.*

H. Los Rios Foundation Quarterly Investment Report

*That the Board of Trustees receive the Foundation Quarterly Investment Report for the quarter ended September 30, 2016.*

I. Special Event Authorization

That the Board of Trustees approve the applications as listed in the November board agenda packet.

J. Ratify: Grants and Contracts Awarded

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

Title, Description, Term, Project Administrator	College/Unit	Amount	Source
Basic Skills & Student Outcomes Transformation Grant <ul style="list-style-type: none"> <li>Funds to enable colleges to implement or expand innovations and redesign in the areas of assessment, student services, and instruction.</li> <li>7/01/2016 through 6/30/2019</li> <li>Administrator: Kimberley McDaniel, Vice President, Student Services and Enrollment Management</li> </ul>	CRC	\$1,500,000	CCCCO
General Child Care and Development Programs (Correction of \$3,729 amount from July agenda item) <ul style="list-style-type: none"> <li>Funds for the District's General Child Care and Development Programs.</li> <li>7/1/2016 through 6/30/2017</li> <li>Administrator: Theresa Matista, Vice Chancellor, Finance and Administration</li> </ul>	District-wide	\$326,851	California Dept. of Education
General Child Care and Development Programs (Amendment) <ul style="list-style-type: none"> <li>Funds for the District's General Child Care and Development Programs.</li> <li>7/1/2016 through 6/30/2017</li> <li>Administrator: Theresa Matista, Vice Chancellor, Finance and Administration</li> </ul>	District-wide	\$16,789	California Dept. of Education

K. Ratify: New Contracts and Renewals

That the Board of Trustees ratify the contracts listed herein pursuant to board policy 8315.

CONTRACTS					
Description	Agreement Amount	Initial (I) Renewal (R)	Valid Dates	Consultant/ Contractor	Department Sponsor
Spring 2017 marketing campaign-media spend	\$150,000.00	R	4/23/16 – 2/28/17	3-Fold	Public Information DO

L. Ratify: Affiliation and Other Agreements

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

M. Ratify: Bid Transactions

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

BID AWARDS					
Bid No	Description	No of Responses	Award Date	Successful Vendor	Contract Amount
17001R	ARC Public Art at Student Services, concrete pedestals and lighting for art work	1	10/24/16	Peterson Development	\$29,880.00

N. Disposition of Surplus Equipment

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

O. Purchase Orders, Warrants, Checks, and Wires

That the Board of Trustees approve the numbered purchase orders, warrants, checks, and wires issued during the period of September 16, 2016 through October 15, 2016.

PURCHASE ORDERS			
General Fund	0001089027-0001089497 B117650-B117689	\$ 3,311,185.43	
Capital Outlay Fund	0003016969-0003016998 B317000-B317000		
Child Development Fund	-		
Self-Insurance Fund	-		
WARRANTS			
General Fund	737192-738480	\$ 8,161,112.72	
General Fund-ARC Instructional Related	006723-006817		
General Fund-CRC Instructional Related	022387-022425		
General Fund-FLC Instructional Related	030939-030950		
General Fund-SCC Instructional Related	045510-045593		
Capital Outlay Fund	831265-831331		
Student Financial Aid Fund	900003-900011		
Child Development Fund	954263-954277		
Self-Insurance Fund	976337-976341		
Payroll Warrants	324709-326552		\$ 8,515,961.86
Payroll Vendor Warrants	61032-61177		
October Leave Process	326553-328072		
CHECKS			
Financial Aid Disbursements	2274678-2274779	\$ 5,686,377.12	
Clearing Checks	2626-2627	\$ 1,662.50	
Parking Checks	-	\$ -	
Bookstore Fund – ARC	30869-30937	\$ 1,353,813.63	
Bookstore Fund – CRC	026876-026961		
Bookstore Fund – FLC	9500-9554		
Bookstore Fund – SCC	048553-048629		

Student Clubs Agency Fund – ARC	5042-5086	\$ 150,879.93
Student Clubs Agency Fund – CRC	4101-4146	
Student Clubs Agency Fund – FLC	2148-2169	
Student Clubs Agency Fund – SCC	3466-3500	
Foundation – ARC	5094-5107	\$ 124,122.05
Foundation – CRC	2180-2199	
Foundation – FLC	1208-1228	
Foundation – SCC	3874-3904	
Foundation – DO	0809-0817	
Associated Students Trust Fund – ARC	0813-0813	\$ 7,616.45
Associated Students Trust Fund – CRC	0670-0674	
Associated Students Trust Fund – FLC	0589-0593	
Associated Students Trust Fund – SCC	-	
Regional Performing Arts Center Fund	USI Check System 4146-4230 Manual Checks 9126-9126	\$ 468,780.74
<b>ELECTRONIC TRANSFERS</b>		
Board of Equalization	-	\$ -
PARS	-	\$ 19,829.67
Vendors	-	\$ -
Backup Withholding	-	\$ -
Retiree Health Trust	-	\$ -
Self-Insurance	-	\$ 74,473.13
Bookstore	-	\$ 50,297.69
Payroll Direct Deposit Advices	811473-816092	\$ 12,061,015.99
Other Payroll Transactions		\$ 9,824.50

*P. 2016-17 Sabbatical and Professional Development Leave*

*That the Board of Trustees approve the sabbatical/professional development leaves included in the November board agenda packet for the 2016-17 year.*

*Q. Regular Human Resources Transactions*

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

**4. FIRST READING**

*A. Draft 2017 Board Meeting Calendar*

A draft of the 2017 Board Meeting Calendar was presented to the Board of Trustees for first reading and discussion. A revised draft will be presented at the December 14 meeting.

*B. Board Policy Creation: P-8911 Safety and Security (Clery Act)*

A new board policy, P-8911 Safety and Security (Clery Act), was presented to the Board of Trustees for first reading and discussion.

C. Board Policy Revision: P-2332 Academic Advising Program

Revisions to board policy P-2332 were presented to the Board of Trustees for first reading and discussion.

D. Board Policy Revisions: P-1413 Use of Outdoor Areas; P-3213 Meeting Procedures

Revisions to board policies P-1413 and P-3213 were presented to the Board of Trustees for first reading and discussion.

## 5. INFORMATION

A. Career Technical Education

Representatives from the District's Career Technical Education Leadership group provided an overview of Career Technical Education programs and related workforce development efforts across the Los Rios Community College District. Faculty and students from American River College and Sacramento City College shared highlights of CTE programs at their colleges. This item was presented to the Board for its information and discussion.

## 6. BOARD MEMBER REPORTS

Trustee Albiani thanked everyone who was a part of her retirement reception at Cosumnes River College.

Trustee Sousa provided an update on projects the student advisory committee is leading, including a "Love-In"—a demonstration planned simultaneously on all four college campuses in response to the election results, a "Bag of Life Campaign" to directly aid in food insecurity needs, and the Lobby Day focus on AB 2017: College Mental Health Services Program.

Trustee Knight represented the Board of Trustees at the ribbon cutting ceremony of the American River College soccer fields.

Trustee Scribner attended Trustee Albiani's retirement reception and the Board's impressions group sessions for the Sacramento City College President candidates.

Trustee Jones reported his participation in the Sacramento City College President impressions process.

Trustee Haynes reported her participation in several activities, including the Los Rios Foundation meeting; the statewide Academic Senate's annual conference; an Umoja event; and Cosumnes River College's Tiny House competition.



## 7. FUTURE AGENDA ITEMS

Trustee Haynes requested more detailed information on the open education resource program.

Trustee Haynes requested an update on adult education and how far along our consortium is in alignment to student success and career technical education.

Trustee Haynes requested more disaggregated data on Associate Degrees for Transfer and Associate Degrees. She is interested in knowing how many degrees are awarded per campus, what areas of study the majority of these degrees are granted in, and to what extent are there students of color obtaining these degrees.

## 8. REPORTS AND COMMENTS

The following constituency representatives presented reports to the Board:

Rebecca Kelley, Student President, Folsom Lake College ASB

Vonnie Shane, President, Folsom Lake College Classified President

Ginni May, President, Districtwide Academic Senate

Dean Murakami, President, LRCFT

### Chancellor's Report:

**ARC:** ARC, together with many members of the Los Rios community (including Trustee John Knight and Deputy Chancellor Sue Lorimer) and the general public, celebrated the grand opening of its highly anticipated and beautiful new soccer stadium on Friday, October 28.

The dedication/ribbon-cutting event was followed by two matches: ARC women's soccer vs CRC and ARC men's soccer vs FLC. (The ARC men's team won 3-1, women's lost 0-2.) The lead soprano of ARC's award-winning Vocal Jazz Ensemble, Serena Chao, sang a beautiful rendition of the National Anthem to begin a new, exciting era of soccer at ARC.

The new stadium is part of a \$3 million expansion of physical education facilities at the college. In addition to this facility, the expansion included a new football practice field, new sustainable environmental features, and a renovated soccer practice field.

**CRC:** The CRC Pedestrian Bridge has officially opened to the public. Regional Transit and CRC jointly opened the bridge during a ceremony last week. The bridge and adjacent parking structure were designed together to match the aesthetics of the other buildings on campus.

RT CEO Henry Li welcomed a couple dozen onlookers to the opening and talked about the partnership between Los Rios and RT. He said the opening of the bridge marks the completion and final phase of the work at the CRC station. The pedestrian bridge is 322 feet in length and 10 to 12 feet wide. The construction cost, including the new entrance sign, was approximately \$1.9 million.

**FLC:** As Democratic incumbent Ami Bera and Republican challenger Scott Jones faced off at KVIE-TV studios on October 18, FLC students found themselves sharing the spotlight. At the “Debate Watching 101” seminar, Student Senate president Becca Kelley presented a strong student perspective alongside other distinguished panel members that included CRC Communications professor Georgine Hodgkinson, Capital Public Radio’s Bob Moffitt, and Sac Bee political correspondent Christopher Cadelago. For the nationally televised debate, Zainub Tayeb, a student journalist for the college’s online news publication The Talon, joined Bob Moffitt and Dan Smith, Capitol Bureau Chief of The Sacramento Bee, on the debate panel while proud members of the Los Rios community watched on from the studio audience.

**SCC:** On October 26, SCC facilitated an important visit from a Partnership Review Team (PRT) through the State Chancellor’s Office. The team interviewed key members of the various constituent groups on campus to gather information about the college’s work, particularly in the area of guided pathways. The team will use the information to help SCC streamline and better communicate and implement guided pathways as a way to boost student success. SCC was chosen to participate in this opportunity called the Institutional Effectiveness Partnership Initiative (IEPI), which calls for Partnership Resource Teams to provide peer expertise to California community colleges that are dealing with significant institutional and programmatic challenges. The team’s next visit is scheduled for December 13.

Chancellor King announced the following retirements:

Retirement			Years of Service
Marie Schirmer	Nutrition Professor	ARC	17
Gayle List	Library/Media Technical Assistant	FLC	22+
Sharon Blevins	Educational Center Supervisor	Ethan	25+

## 9. ADJOURNMENT

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

*Roll Call Vote:*

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

*No: None*

*Motion carried; 7:0*

President Ortiz adjourned the meeting at 8:20 p.m.

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### **BRIAN KING**

Chancellor and Secretary to the Board of Trustees



*Draft minutes presented to the Board of Trustees: December 14, 2016.*

*jd*

# LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 14, 2016

<b>SUBJECT:</b>	2018-2019 Academic Calendar/Summer Session 2018	ATTACHMENT: Yes	
		ENCLOSURE: None	
<b>AGENDA ITEM:</b>	Consent Item B	TYPE OF BOARD CONSIDERATION:	
<b>RECOMMENDED BY:</b>	 Susan L. Lorimer, Deputy Chancellor	CONSENT/ROUTINE	X
		FIRST READING	
<b>APPROVED FOR CONSIDERATION:</b>	 Brian King, Chancellor	ACTION	
		INFORMATION	

**BACKGROUND:**

American River, Cosumnes River, Folsom Lake and Sacramento City colleges have participated in the development of the academic calendar for 2018-2019 through the Academic Calendar Committee. The calendar meets the requirements for instructional days, includes holidays as prescribed by the Chancellor’s Office, and balances the number of teaching days between the fall and spring semesters. It also dedicates four days for instructional improvement activities with two days prior to the opening of the fall semester and two days scheduled before the spring semester.

**STATUS:**

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

**RECOMMENDATION:**

It is recommended that the Board approve the academic calendar for 2018-2019 as proposed.

**LOS RIOS COMMUNITY COLLEGE DISTRICT  
DRAFT - 2018-2019 ACADEMIC CALENDAR – FINAL DRAFT**

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

**SUMMER SESSION 2018\***

Instruction Begins	June 11	Monday
Independence Day	July 4	Wednesday
Instruction Ends	August 9	Thursday
Grades Due	August 13	Monday
	<b>35 Days</b>	

**FALL SEMESTER 2018\***

Instructional Improvement Days	August 23, 24	Thursday, Friday
Instruction Begins	August 25	Saturday
Labor Day Holiday	September 3	Monday
Census Date for Fall Semester Classes	September 11	Tuesday
Veterans Day	November 12	Monday
Last Day to Withdraw from Full Semester Classes	November 20	Tuesday
Thanksgiving Recess	Nov. 22 - Nov. 25	Thursday-Sunday
Finals	December 14-20	Friday-Thursday
End of Semester	December 20	Thursday
Winter Recess	Dec. 21 – Jan. 1	Friday-Tuesday
Grades Due	January 4	Friday
	<b>82 Days</b>	

**SPRING SEMESTER 2019\***

Instructional Improvement Days	January 17, 18	Thursday, Friday
Instruction Begins	January 19	Saturday
Dr. Martin Luther King, Jr. Day	January 21	Monday
Census Date for Spring Semester Classes	February 5	Tuesday
Lincoln Day	February 15	Friday
Washington Day	February 18	Monday
Spring Recess	April 15-21	Monday-Sunday
Last Day to Withdraw from Full Semester Classes	April 21	Sunday
Finals	May 16-22	Thursday-Wednesday
End of Semester	May 22	Wednesday
Memorial Day	May 27	Monday
Grades Due	May 28	Tuesday
	<b>82 Days</b>	


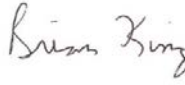
\*During all terms, classes are offered in additional formats to enhance student opportunity: 1<sup>st</sup> and 2<sup>nd</sup> eight week sessions; 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> five week sessions; as well as weekend only classes. Examples might include four, five, six and eight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

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

# LOS RIOS COMMUNITY COLLEGE DISTRICT

**PRESENTED TO BOARD OF TRUSTEES**

**DATE:** December 14, 2016

<b>SUBJECT:</b>	Curriculum Proposals: American River, Cosumnes River, Folsom Lake, and Sacramento City colleges	ATTACHMENT: Yes	
		ENCLOSURE: None	
<b>AGENDA ITEM:</b>	Consent Item C	TYPE OF BOARD CONSIDERATION:	
<b>RECOMMENDED BY:</b>	 Susan L. Lorimer, Deputy Chancellor	CONSENT/ROUTINE	X
		FIRST READING	
<b>APPROVED FOR CONSIDERATION:</b>	 Brian King, Chancellor	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 December 2, 2016 meeting.

The District Curriculum Coordinating Committee membership includes the following representatives: American River College – Hugh Howard, Joe Gilman, Marie Schirmer, Frank Kobayashi; Cosumnes River College – Michael Lawlor (Chair), Brian Noel, Lee Weathers-Miguel, Amanda Wolcott-Paskey, Whitney Yamamura; Folsom Lake College – Eric Wada, John Alexander, Monica Pactol; Sacramento City College – Dyan Pease, Brett Thomas, Richard Yang and Don Palm; District Senate – Ginni May; Articulation Officer – Lynn Fowler; District Office – Jamey Nye; and Student Representative: Daniel Moreno and CJ Costa.

**RECOMMENDATION:**

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

# Los Rios Community College District

## Recommendation for Adoption by the Board of Trustees

December 14, 2016

### COURSE PROPOSALS

#### Course Deletions

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##### *American River College*

1. **ART 382 Metal Design: Emphasis in Mixed Media (3.00 units)**

**Justification:** We have voted as a department to no longer offer jewelry at the ARC campus but allow Folsom Lake College to focus on this area of study.

2. **ART 383 Metal Design: Emphasis In Fabrication (3.00 units)**

**Justification:** We have voted as a department to no longer offer jewelry at the ARC campus but allow Folsom Lake College to focus on this area of study.

3. **ART 384 Metal Design: Emphasis In Casting (3.00 units)**

**Justification:** We have voted as a department to no longer offer jewelry at the ARC campus but allow Folsom Lake College to focus on this area of study.

4. **IDES 342 CADD for Kitchen and Bath Design (2.00 units)**

**Justification:** Our Kitchen and Bath program was deleted a few years ago. Somehow this class was overlooked.

5. **TA 310 Introduction to Film (3.00 units)**

**Justification:** We are moving TA 310 to the TAFILM designator, as TAFILM 300.

6. **TA 312 History of Film (3.00 units)**

**Justification:** We are moving TA 312 to the TAFILM designator, as TAFILM 302.

7. **TA 314 History of Film: 1880's through 1950's (3.00 units)**

**Justification:** We are moving TA 314 to the TAFILM designator, as TAFILM 303.

8. **TA 315 History of Film: 1950's to Present (3.00 units)**

**Justification:** We are moving TA 315 to the TAFILM designator, as TAFILM 304.

9. **TA 318 Diversity in American Film (3.00 units)**

**Justification:** Course has been moved to a new districtwide number (TAFILM 307).

10. **TA 320 Cinema Genres (3.00 units)**

**Justification:** We are moving TA 320 to the TAFILM designator, as TAFILM 320.

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*Sacramento City College*

1. **ADAPT 320 Arthritis Exercise, Individual Exercise for Individuals with Arthritis (1.00 unit)**

**Justification:** Our adaptive courses have had very low student interest for the past several years. Our department recognizes that during this time of low enrollment, we need to offer robust courses. Many of our adaptive students currently take our general physical education courses and have a great deal of success. The deletion of the adaptive courses will allow our department to serve more student's needs and interest and, as always, are fully inclusive for all students.

2. **ADAPT 322 Back Care (1.00 unit)**

**Justification:** Our adaptive courses have had very low student interest for the past several years. Our department recognizes that during this time of low enrollment, we need to offer robust courses. Many of our adaptive students currently take our general physical education courses and have a great deal of success. The deletion of the adaptive courses will allow our department to serve more student's needs and interest and, as always, are fully inclusive for all students.

3. **ADAPT 324 Heart Healthy (1.00 unit)**

**Justification:** Our adaptive courses have had very low student interest for the past several years. Our department recognizes that during this time of low enrollment, we need to offer robust courses. Many of our adaptive students currently take our general physical education courses and have a great deal of success. The deletion of the adaptive courses will allow our department to serve more student's needs and interest and, as always, are fully inclusive for all students.

4. **ADAPT 331 Mobility Training for the Physically Limited (1.00 unit)**

**Justification:** Our adaptive courses have had very low student interest for the past several years. Our department recognizes that during this time of low enrollment, we need to offer robust courses. Many of our adaptive students currently take our general physical education courses and have a great deal of success. The deletion of the adaptive courses will allow our department to serve more student's needs and interest and, as always, are fully inclusive for all students.

5. **ADAPT 332 Adapted Aquatics (1.00 unit)**

**Justification:** Our adaptive courses have had very low student interest for the past several years. Our department recognizes that during this time of low enrollment, we need to offer robust courses. Many of our adaptive students currently take our general physical education courses and have a great deal of success. The deletion of the adaptive courses will allow our department to serve more student's needs and interest and, as always, are fully inclusive for all students.

6. **ADAPT 499 Experimental Offering (0.50 - 4.00 units)**

**Justification:** Our adaptive courses have had very low student interest for the past several years. Our department recognizes that during this time of low enrollment, we need to offer robust courses. Many of our adaptive students currently take our general physical education courses and have a great deal of success. The deletion of the adaptive courses will allow our department to serve more student's needs and interest and, as always, are fully inclusive for all students.

7. **CISA 303 Beginning Word Processing -- Corel WordPerfect (2.00 units)**

**Justification:** This course is being deleted because the content of the course is obsolete.

8. **CISA 304 Intermediate Word Processing -- Corel WordPerfect (2.00 units)**

**Justification:** This course is being deleted because the content of the course is obsolete.

9. **CISA 310 Introduction to Electronic Spreadsheets (1.00 unit)**

**Justification:** This course was replaced with CISA 315.

10. **CISA 311 Intermediate Electronic Spreadsheets (1.00 unit)**

**Justification:** This class was replaced with CISA 315.

11. **CISC 101 Introduction to Computers (1.00 unit)**

**Justification:** This class was developed but never offered. The intent of the course was misunderstood, and the class should be deleted.

12. **CISP 370 Beginning Visual Basic (4.00 units)**

**Justification:** This course is being deleted because the content of the course is obsolete.

13. **CISW 281 Web Professional Essentials I (1.00 unit)**

**Justification:** This class was part of the Web Professionals program which is being deleted.

14. **CISW 282 Web Professional Essentials II (1.00 unit)**

**Justification:** This class was part of the Web Professionals program which is being deleted.

15. **CISW 283 Web Professional Essentials III (1.00 unit)**

**Justification:** This class was part of the Web Professionals program which is being deleted.

16. **CISW 284 Web Professional Essentials IV (1.00 unit)**

**Justification:** This class was part of the Web Professionals program which is being deleted.



17. **CISW 323 Survey of Internet Technologies (4.00 units)**

**Justification:** This course is no longer applicable and will be replaced with a course to teach open-source content management systems (CMS) like WordPress.

18. **FASHN 141 Fashion Illustration Portfolio (2.00 units)**

**Justification:** In order to streamline the fashion program the course content has been moved to FASHN 340, so this course is no longer needed.

19. **FASHN 323 Fabric Treatments (1.00 unit)**

**Justification:** During program review, course material was incorporated into FASH 321 and 322.

20. **FASHN 345 Flats and Specs (3.00 units)**

**Justification:** In order to streamline the fashion program the course content is now included in FASHN 340. This course is no longer needed.

21. **FASHN 360 Clothing Alterations (3.00 units)**

**Justification:** In order to streamline the fashion program the course content is now included FASHN 370. This course is being deleted.

22. **FCS 304 Concepts in Personal Finance (3.00 units)**

**Justification:** The FCS course designator is being deleted from the course thereby eliminating a cross-reference. The course is still being taught as BUS 320.

23. **FCS 306 Family Law Issues (3.00 units)**

**Justification:** This class was previously cross-listed with ADMJ 306. The ADMJ 306 course has been deleted from the catalog as the material is taught in other related courses. This deletion is to align with the ADMJ deletion.

24. **FLTEC 347 Bell 47 Series Initial Pilot Transition (1.00 unit)**

**Justification:** We no longer have the capability to offer this course.

25. **GCOM 101 Introduction to the Macintosh (1.50 units)**

**Justification:** This course material is now obsolete.

26. **GCOM 103 Introduction to Adobe Acrobat (1.50 units)**

**Justification:** This course material is now obsolete.

27. **GCOM 281 Web Professional Essentials I (1.00 unit)**

**Justification:** This course is being deleted as part of program review. The course was a cross-listed course with CISW for a CISW program that is being deleted.

**28. GCOM 282 Web Professional Essentials II (1.00 unit)**

**Justification:** This course is being deleted as part of program review. The course was a cross-listed course with CISW for a CISW program that is being deleted.

**29. GCOM 283 Web Professional Essentials III (1.00 unit)**

**Justification:** This course is being deleted as part of program review. The course was a cross-listed course with CISW for a CISW program that is being deleted.

**30. GCOM 284 Web Professional Essentials IV (1.00 unit)**

**Justification:** This course is being deleted as part of program review. The course was a cross-listed course with CISW for a CISW program that is being deleted.

**31. GCOM 380 Interactive Design I (3.00 units)**

**Justification:** This course is obsolete due to industry trends.

**32. GCOM 383 Interactive Design II (3.00 units)**

**Justification:** This course is obsolete due to industry trends.

**33. IDES 300 Fundamentals of Interior Design (3.00 units)**

**Justification:** As part of program review the department has decided to delete this program.

**34. IDES 308 Styling and Staging, Residential (3.00 units)**

**Justification:** As part of program review the department has decided to delete this program.

**35. IDES 321 Textiles for Interior Styling, Staging, and Production (3.00 units)**

**Justification:** As part of program review the department has decided to delete this program.

**36. IDES 322 Materials of Interior Design (3.00 units)**

**Justification:** As part of program review the department has decided to delete this program.

**37. IDES 333 Space Planning for Residential and Commercial Spaces (3.00 units)**

**Justification:** As part of program review the department has decided to delete this program.

**38. IDES 401 Tabletop Production (3.00 units)**

**Justification:** As part of program review the department has decided to delete this program.

**39. IDES 402 Soft Furnishings Fabrication - Home Accessories (3.00 units)**

**Justification:** As part of program review the department has decided to delete this program.

40. **IDES 402.1 Soft Furnishings Fabrication- Table Accessories (1.00 unit)**

**Justification:** As part of program review the department has decided to delete this program.

41. **IDES 402.2 Soft Furnishings Fabrication - Pillows, Cushions, and Chair Coverings (1.00 unit)**

**Justification:** This proposal for deletion is the result of program review.

42. **IDES 402.3 Soft Furnishings Fabrication - Bedding (1.00 unit)**

**Justification:** As part of program review the department has decided to delete this program.

43. **IDES 403 Soft Furnishings Fabrication - Window Treatments (3.00 units)**

**Justification:** This proposal for deletion is the result of program review.

44. **IDES 403.1 Soft Furnishings Fabrication - Window Shades (1.00 unit)**

**Justification:** This proposal for deletion is the result of program review.

45. **IDES 403.2 Soft Furnishings Fabrication - Curtains and Draperies (1.00 unit)**

**Justification:** As part of program review the department has decided to delete this program.

46. **IDES 403.3 Soft Furnishings Fabrication - Window Top Treatments (1.00 unit)**

**Justification:** As part of program review the department has decided to delete this program.

47. **IDES 499 Experimental Offering in Interior Design (0.50 - 4.00 units)**

**Justification:** As part of program review the department has decided to delete this program.

48. **MUP 402 Vocal Ensemble I (2.00 units)**

**Justification:** MUP 402 & 403 are being replaced. The DCCC recently voted to get rid of leveled families in the MUP category. Offering these courses as MUP 406 - Vocal Ensemble as a single course repeatable four times not only meets the DCCC decision but also aligns with all of the other MUP courses in the LRCC district.

49. **MUP 403 Vocal Ensemble II (2.00 units)**

**Justification:** MUP 402 & 403 are being replaced. The DCCC recently voted to get rid of leveled families in the MUP category. Offering these courses as MUP 406 - Vocal Ensemble as a single course repeatable four times not only meets the DCCC decision but also aligns with all of the other MUP courses in the LRCC district.

**50. MUP 404 Vocal Ensemble III (2.00 units)**

**Justification:** MUP 404 & 405 are being replaced. The DCCC recently voted to get rid of leveled families in the MUP category. Offering these courses as MUP 407 - Advanced Vocal Ensemble as a single course repeatable four times not only meets the DCCC decision but also aligns with all of the other MUP courses in the LRCC district.

**51. MUP 405 Vocal Ensemble IV (2.00 units)**

**Justification:** MUP 404 & 405 are being replaced. The DCCC recently voted to get rid of leveled families in the MUP category. Offering these courses as MUP 407 - Advanced Vocal Ensemble as a single course repeatable four times not only meets the DCCC decision but also aligns with all of the other MUP courses in the LRCC district.

**52. MUSM 354 Sound Recording Workshop (3.00 units)**

**Justification:** This course is being deleted because the topics are covered in MUSM 344 and MUSM 350.

**New to District Courses**

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*American River College*

**1. ET 193 Introduction to Robotics and Sensors (4.00 units)**

*Prerequisite:* None.

*54.00 hours lecture, 54.00 hours laboratory*

This course is an introduction to robotics, controllers, and sensors. Topics include the operation and design of robots and sensors, hardware component selection, assembly, and software programming of various types of sensors and robotic assemblies. Field trips may be required.

**Justification:** This new course is a combination of ET 192, Introduction to Robotics, ET 194, Intermediate Robotics, and ET 196, Sensors, Measurement, and Control. It is offered to technology students who are interested in working in automated warehousing. The course was recommended by the electronics advisory committee and sector navigators.

**2. PLUMB 101 Introduction to the Refrigeration Fitter Apprenticeship (4.50 units)**

*Prerequisite:* None.

*Enrollment Limitation:* Must be a registered Plumber and Pipefitter Apprentice.

*69.00 hours lecture, 39.00 hours laboratory*

This course introduces the Plumber and Pipefitter specializing in Refrigeration Fitter to the history of the trade and the role and responsibilities of an apprentice. It also covers tool and equipment safety and applied mathematics.

**Justification:** This course is part of a new apprenticeship program we are creating at American River College. It is a required course in the State of California mandated Plumbers and Pipefitters Apprenticeship covering the history of the trade, the role and responsibilities of an apprentice, and tool and equipment safety.

3. **PLUMB 150 Steamfitting and Pipefitting (6.00 units)**

*Prerequisite:* None.

*Enrollment Limitation:* Must be a registered Plumber and Pipefitter Apprentice.

*108.00 hours lecture*

This course introduces the Plumber and Pipefitter Apprentice to working knowledge of design, layout, components, safety hazards, and accepted engineering practices with steam heating and hydronic heating and cooling systems.

**Justification:** This course is part of a new apprenticeship program we are creating at American River College. It is a required course in the State of California mandated Plumbers and Pipefitters Apprenticeship covering working knowledge of steam heating and hydronic heating and cooling systems.

4. **PLUMB 161 HVACR Start, Test, and Balance (4.00 units)**

*Prerequisite:* None.

*Enrollment Limitation:* Must be a registered Plumber and Pipefitter Apprentice.

*65.00 hours lecture, 43.00 hours laboratory*

This course introduces the Plumber and Pipefitter Apprentice to the knowledge of start, test, and balance practices for Heating Ventilation Air Conditioning and Refrigeration (HVACR) systems and equipment.

**Justification:** This course is part of a new apprenticeship program we are creating at American River College. It is a required course in the State of California mandated Plumbers and Pipefitters Apprenticeship covering starting, testing, and balancing HVACR systems.

5. **PLUMB 162 Refrigeration and Customer Service (6.00 units)**

*Prerequisite:* None.

*Enrollment Limitation:* Must be a registered Plumber and Pipefitter Apprentice.

*108.00 hours lecture*

This course introduces the Plumber and Pipefitter Apprentice to basic refrigeration, EPA certification, safety, and customer service.

**Justification:** This course is part of a new apprenticeship program we are creating at American River College. It is a required course in the State of California mandated Plumbers and Pipefitters Apprenticeship covering basic refrigeration, EPA 608 certification, and customer service.

6. **PLUMB 170 Job Supervision and Foreman Training (4.00 units)**

*Prerequisite:* None.

*Enrollment Limitation:* Must be a registered Plumber and Pipefitter Apprentice.

*58.00 hours lecture, 50.00 hours laboratory*

This course introduces the Plumber and Pipefitter Apprentice to the knowledge and skills necessary to properly supervise, schedule, and document a construction project.

**Justification:** This course is part of a new apprenticeship program we are creating at American River College. It is a required course in the State of California mandated Plumbers and Pipefitters Apprenticeship covering jobsite supervision and foreman training.

7. **PLUMB 180 Supermarket Refrigeration (4.00 units)**

*Prerequisite:* None.

*Enrollment Limitation:* Must be a registered Plumber and Pipefitter Apprentice.

*60.00 hours lecture, 48.00 hours laboratory*

This course introduces the Plumber and Pipefitter Apprentice to the fundamentals of oil return and oil separators, electric and hot gas exhaust, multi-stage compressor systems, and pump down systems.

**Justification:** This course is part of a new apprenticeship program we are creating at American River College. It is a required course in the State of California mandated Plumbers and Pipefitters Apprenticeship covering practices in supermarket refrigeration installation, repair, and maintenance.

8. **PLUMB 181 Refrigeration Controls and Electrical Troubleshooting (3.50 units)**

*Prerequisite:* None.

*Enrollment Limitation:* Must be a registered Plumber and Pipefitter Apprentice.

*42.00 hours lecture, 66.00 hours laboratory*

This course introduces the Plumber and Pipefitter Apprentice to refrigeration controls. It also covers electrical troubleshooting in refrigeration systems.

**Justification:** This course is part of a new apprenticeship program we are creating at American River College. It is a required course in the State of California mandated Plumbers and Pipefitters Apprenticeship covering refrigeration controls and electrical troubleshooting.

9. **PLUMB 182 Refrigeration and Hydronics Piping (4.50 units)**

*Prerequisite:* None.

*Enrollment Limitation:* Must be a registered Plumber and Pipefitter Apprentice.

*70.00 hours lecture, 38.00 hours laboratory*

This course introduces the Plumber and Pipefitter Apprentice to the theory and application of psychrometrics, refrigerant piping design, advanced refrigeration, hydronic piping systems, and jobsite hazards. This course also covers customer service and relations as well as preparation for the UA STAR certification exam.

**Justification:** This course is part of a new apprenticeship program we are creating at American River College. It is a required course in the State of California mandated Plumbers and Pipefitters Apprenticeship covering psychrometrics, refrigerant piping design, advanced refrigeration, jobsite hazards, customer service and relations, and preparation for the UA STAR certification exam.

**10. PLUMB 190 Air Conditioning Pneumatic and Process Controls (4.50 units)**

*Prerequisite:* None.

*Enrollment Limitation:* Must be a registered Plumber and Pipefitter Apprentice.

*73.00 hours lecture, 35.00 hours laboratory*

This course introduces the Plumber and Pipefitter Apprentice to welding techniques and principles of air conditioning pneumatic and process controls.

**Justification:** This course is part of a new apprenticeship program we are creating at American River College. It is a required course in the State of California mandated Plumbers and Pipefitters Apprenticeship covering air conditioning pneumatic and process controls.

**11. PLUMB 191 Electrical and Direct Digital Controls (4.00 units)**

*Prerequisite:* None.

*Enrollment Limitation:* Must be a registered Plumber and Pipefitter Apprentice

*58.00 hours lecture, 50.00 hours laboratory*

This course introduces the Plumber and Pipefitter Apprentice to electrical control and direct digital control (DDC) systems as they apply to comfort air and building control management.

**Justification:** This course is part of a new apprenticeship program we are creating at American River College. It is a required course in the State of California mandated Plumbers and Pipefitters Apprenticeship covering electrical control and direct digital control systems.

**12. PLUMB 192 Pneumatic Controls and Computer Literacy (4.00 units)**

*Prerequisite:* None.

*Enrollment Limitation:* Must be a registered Plumber and Pipefitter Apprentice.

*65.00 hours lecture, 43.00 hours laboratory*

This course introduces the Plumber and Pipefitter Apprentice to working knowledge of pneumatic control systems. It also covers computer literacy as related to the Heating Ventilation and Air Conditioning (HVAC) industry.

**Justification:** This course is part of a new apprenticeship program we are creating at American River College. It is a required course in the State of California mandated Plumbers and Pipefitters Apprenticeship covering pneumatic control systems and computer literacy for the Heating Ventilation Air Conditioning (HVAC) industry.

### 13. **PLUMB 298 Work Experience in Plumbers and Pipefitters Apprenticeship (1.00 - 4.00 units)**

*Prerequisite:* None.

*Enrollment Limitation:* Indentured in the Plumbers and Pipefitters apprenticeship program.

*75.00 - 300.00 hours laboratory*

This course provides students the opportunity to work in the plumbers and pipefitter's apprenticeship program for the purpose of developing specific skills to meet the goals and objectives of the Plumbers and Pipefitter's Joint Apprenticeship and Training Committee (J.A.T.C.). Students complete work experience hours at approved training sites. Students may take up to 16 units total across all Work Experience course offerings. This course may be taken up to four times when there are new or expanded learning objectives. Only one Work Experience course may be taken per semester.

**Justification:** The Work Experience Education and Internship program serves as a unique academic program in which the student, employer, and college cooperate to combine study and practical work experience to develop students' marketable skills and prepare them for a career as a plumber/pipefitter.

### 14. **PSTC 1780 Campus Law Enforcement (2.00 units)**

*Prerequisite:* Successful completion of a POST certified basic law enforcement academy within the last three years or current equivalent training as determined by the Dean of Academy Instruction. NOTE: Approval of equivalent training is not a guarantee that state regulatory or licensing agencies will also grant equivalency.

*Enrollment Limitation:* Students must 1) be free of felony convictions; 2) possess a valid California Driver's License; 3) undergo a fingerprint and criminal history check; 4) be a minimum of 18 years of age; 5) be a United States high school graduate; pass the GED, pass the California High School Proficiency Examination, or have attained a two-year or four-year degree from an accredited college or university; and 6) complete a medical suitability examination.

*36.00 hours lecture, 4.00 hours laboratory*

This course extends the student's existing skill set associated with policing on school campuses. It examines the interface between law enforcement and education and its effects on the learning environment. Topics include the role and responsibility of school police, dynamics of student behavior, mandated reporting requirements, mediation and conflict resolution, tactical awareness in the education setting, emergency management, and incident command systems. Campus Law Enforcement is certified by the California Commission on Peace Officer Standards and Training (POST), #2970-22294. Pass/No Pass.



**Justification:** California law (PC 832.3) requires any school police officer first employed by a K-12 or California Community College district to successfully complete this specialized training. The California Commission on Peace Officer Standards and Training (POST) asked the Sacramento Regional Public Safety Training Center (SRPSTC) to become a presenter of Campus Law Enforcement in order to address an unmet need within our region.

15. **RUSS 413 Russian for Heritage Speakers I (4.00 units)**

*Prerequisite:* RUSS 411 or Russian heritage speaker proficiency as assessed by an oral interview with the instructor in Russian.

*72.00 hours lecture*

This course offers the fundamentals of spoken and written Russian for heritage speakers with different levels of Russian who want to gain literacy and improve their Russian skills. It covers the structure of the language, oral communication, spelling, and fundamentals of grammar and composition. In addition, the course introduces the student to the geography and culture of the Russian-speaking world.

**Justification:** There are many heritage speakers of Russian attending American River College. Such learners need language courses specifically designed to use the student's preexisting contact with Russian. Heritage speakers of Russian who have not had the opportunity to study the language formally, need a course focusing on reading, writing, and a comprehensive study of Russian grammar.

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*Cosumnes River College*

1. **ESL 110 ESL College English Preparation: Intermediate (6.00 units)**

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

*108.00 hours lecture*

ESL 110 is an accelerated course that integrates reading and writing. This course addresses the reading and writing skills English language learners need to succeed in college-level courses. Students focus on refining college-level academic skills in reading and writing with an emphasis on speed, vocabulary development, fluency, use of standard English, and analytical skills. Students will do extensive reading and writing with ever-increasing critical analysis. Students will follow the writing process in essay writing and will move from personal experiences to incorporating academic information. The class is the first semester of a two-semester sequence that moves students to ENGWR 300 and ENGRD 310/312.

**Justification:** This class is in response to a Basic Skills grant. It allows students to access English WR 300 and English R 310/312 in a two-semester accelerated sequence, which would typically take three semesters. The class combines ESL w50/ESL W310 (first half of course) with ESL R50 and ESL R310. ESL 110 is the first of a two-semester sequence with ESL 130.

2. **ESLL 111 Academic Listening, Speaking, and Presentation Skills (2.00 units)**

*Prerequisite:* ESLL 40 with a grade of "C" or better, or equivalent skills demonstrated through the assessment process.

*36.00 hours lecture*

This course is intended for English language learners who intend to study at the college level. It builds students' ability to listen and speak in the college classroom. Students improve their listening skills through academic lectures and develop strong classroom speaking skills through various types of presentations.

**Justification:** This course is in response to the Basic Skills Transformation grant. It will be a required class for students who will be part of the new ESL accelerated cohort. In addition, after a comprehensive review of the current ESL course offerings at CRC, both students and faculty identified the need for more supplemental courses. Many ELL (English Language Learner) students avoid taking the high level listening/speaking classes in an effort to complete ESL quickly and not use too many units on ESL coursework. However, they are then left with gaps in their note-taking and speaking skills, which impedes their ability to succeed in college level coursework and the workplace. This two-unit course gives the department an opportunity to address this issue and better prepare these students for success in college coursework. Initially, this new course will be offered simultaneously with ESLL 310. However, in the future, this course may replace the existing ESLL 310 in CRC's ESL department offerings.

### 3. **MEDA 145 Medical Assisting Certification Review (2.00 units)**

*Prerequisite:* None.

*Enrollment Limitation:* Students must meet the Certifying Agencies examination eligibility requirements to enroll in this course: \*Graduate from a CAAHEP or ABHES accredited MA program; OR \*Currently employed as an MA by a licensed MD/DO in the United States; OR \*At least two years employment within the previous five years as an MA, either in private sector or military enlisted; OR \*Current MA instructor at an accredited institution in the United States

*36.00 hours lecture*

This course is designed to prepare students for the Medical Assisting certification examinations offered by the three Certifying Agencies approved by the California Medical Board - the American Association of Medical Assistants (AAMA), the American Medical Technologists (AMT), or the California Certifying Board of Medical Assistants (CCBMA). This course is available to students who meet the current exam eligibility requirements for at least one of the Certifying Agencies. Students will be required to provide documentation of eligibility.

**Justification:** This course will serve the graduates of the CRC MA Program, as well as incumbent workers within the Sacramento region, with the opportunity to successfully obtain certification for which the demand is increasing. With the implementation of the Medicare Computerized Physician Order Entry (CPOE) regulations to meet Meaningful Use requirements for reimbursement, only credentialed Medical Assistants may enter certain aspects of patient information in the electronic medical record. This course will prepare students to sit for their certification exams to obtain the necessary credentials.

1. **DAST 100 Introduction to Dental Assisting (1.00 unit)**

*Prerequisite:* None.

*18.00 hours lecture*

This course is an introduction to the practice of dental assisting. Topics include dental terminology, infection control, study strategies, and the expectations and concerns of the allied dental health professional.

**Justification:** Dental Assisting is the only allied health program at SCC that does not have an introduction course. This course will help prospective students of the dental assisting program to determine if this profession is a good fit for their interests, knowledge, skills, and abilities, and will help to prepare students for the rigors of the dental assisting program.

2. **MUIVI 335 Mentorship & Vocal Repertoire (2.00 units)**

*Prerequisite:* None.

*36.00 hours lecture, 18.00 hours laboratory*

This course is designed for the student who wants to continue their vocal studies through a fourth semester. Students who are in this course study with a qualified voice teacher, create a vocal resume, perform in two department vocal recitals, and develop skills in mentoring and tutoring beginning voice students. This course provides students the opportunity to study, rehearse, and perform vocal repertoire that meets the minimum standards to audition into the vocal performance degree program for the CSU system or to other universities with a similar audition requirements.

**Justification:** This course is needed to properly prepare our vocal students to audition into a four-year institution as a voice performance major. The course is specifically designed to meet the technique and repertoire standards expected at the CSU system and to other universities with a similar audition requirements. This course may be used for transfer to CSU/UC and as CSU GE C1.

3. **MUP 406 Vocal Ensemble (2.00 units)**

*Prerequisite:* None.

*Enrollment Limitation:* Audition required. The audition includes sight singing, the preparation of a musical excerpt, and an aural skills assessment. Auditions generally occur the first week of class and will be evaluated by the instructor.

*18.00 hours lecture, 54.00 hours laboratory*

This course is an auditioned vocal ensemble that rehearses and performs a wide variety of vocal ensemble music. Students learn the inner workings of ensemble singing through studying, rehearsing, and performing small ensemble choral literature. The ensemble will represent Sacramento City College through on and off campus performances, festivals, and workshops.

**Justification:** This course is to replaced MUP 402 & 403. The DCCC recently voted to get rid of leveled families in the MUP category. Offering MUP 406 - Vocal Ensemble as a single course repeatable four times not only meets the DCCC decision but also aligns with all of the other MUP courses in the LRCC district. It is required as part of both the A.A. Commercial Music Degree - Performance Emphasis and the A.A. General Music Degree at Sacramento City College.

4. **MUP 407 Advanced Vocal Ensemble (2.00 units)**

*Prerequisite:* MUP 406 with a grade of "C" or better

*18.00 hours lecture, 54.00 hours laboratory*

This is an advanced course for the rehearsal and performance of vocal ensemble music and is designed for the student who has choral experience and the ability to read music notation. Students learn the inner workings of ensemble singing through studying, rehearsing, and performing small ensemble choral literature. The ensemble will represent Sacramento City College through on and off campus performances, festivals, and workshops.

**Justification:** This course is to replaced MUP 404 & 405. The DCCC recently voted to get rid of leveled families in the MUP category. Offering MUP 407 - Advanced Vocal Ensemble as a single course repeatable four times not only meets the DCCC decision but also aligns with all of the other MUP courses in the LRCC district. It is required as part of both the A.A. Commercial Music Degree - Performance Emphasis and the A.A. General Music Degree at Sacramento City College.

5. **PHOTO 267 California Urban Photography (2.00 units)**

*Prerequisite:* PHOTO 302 with a grade of "C" or better; Technical competency determined by a photography department faculty member upon evaluation of photography portfolio.

*Advisory:* Students must be in good health and able to hike over uneven ground in varied weather contains.

*Enrollment Limitation:* Students must use a DSLR style camera to complete all course objectives and assignments. Point-and-Shoot cameras are not allowed.

*18.00 hours lecture, 54.00 hours laboratory*

The multi-day field course provides opportunity for students to study urban photography emphasizing that geographic region. The course will include a variety of topics in traditional and digital photography, camera formats, working on location, and pre-production planning of location photography. Students are responsible for all of their own photographic expenses, and may incur additional fees for transportation, lodging, food, parking fees, and more. Approximate student cost could range from \$340 to \$400 depending on location.

**Justification:** This course helps students expand their photographic portfolios and experience the unique challenges of shooting in remote locations. Students taking this course will hone their urban photography skills to pursue a career in gallery or related venues.

6. **PHOTO 268 California Mountain Photography (2.00 units)**

*Prerequisite:* PHOTO 302 with a grade of "C" or better; Technical competency determined by a photography department faculty member upon evaluation of photography portfolio.

*Advisory:* Students must be in good health and able to hike over uneven ground in varied weather contains.

*Enrollment Limitation:* Students must use a DSLR style camera to complete all course objectives and assignments. Point-and-Shoot cameras are not allowed.

*18.00 hours lecture, 54.00 hours laboratory*

The multi-day field course provides opportunity for students to study California Mountain photography emphasizing that geographic region. The course includes a variety of topics in traditional and digital photography, camera formats, working on location, and pre-production planning of location photography. Students are responsible for all of their own photographic expenses, and may incur additional fees for transportation, lodging, food, park fees, and more. Approximate student cost could range from \$340 to \$400 depending on location.

**Justification:** This course helps students expand their photographic portfolios and experience the unique challenges of shooting in remote locations. Students taking this course will hone their mountain photography skills to pursue a career in gallery or related venues.

#### 7. **PHOTO 269 California Desert Photography (2.00 units)**

*Prerequisite:* PHOTO 302 with a grade of "C" or better; Technical competency determined by a photography department faculty member upon evaluation of photography portfolio.

*Advisory:* Students must be in good health and able to hike over uneven ground in varied weather contains.

*Enrollment Limitation:* Students must use a DSLR style camera to complete all course objectives and assignments. Point-and-Shoot cameras are not allowed.

*18.00 hours lecture, 54.00 hours laboratory*

The multi-day field course provides opportunity for students to study California desert photography emphasizing that geographic region. The course includes a variety of topics in traditional and digital photography, camera formats, working on location, and pre-production planning of location photography. Students are be responsible for all of their own photographic expenses, and may incur additional fees for transportation, lodging, food, park fees, and more. Approximate student cost could range from \$340 to \$400 depending on location.

**Justification:** This course helps students expand their photographic portfolios and experience the unique challenges of shooting in remote locations. Students taking this course will hone their desert photography skills to pursue a career in gallery or related venues.

## PROGRAM PROPOSALS

### Program Deletion(s)

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#### *Folsom Lake College*

1. **Biological Sciences: Health Science: Pre-professional**

**Justification:** FLC currently has four biology degrees. Colleges and universities typically do not offer "pre" degrees. The biology department is in the process of consolidating our "pre" degrees into other biology degrees that have flexibility to cover multiple paths. To that end, the biology A.S and the newly created associate degree for transfer in biology collectively serve students interested in transfer degrees, but with a more realistic number of required units, compared to the Health Science: pre-professional degree.

2. **Interdisciplinary Studies: Understanding and Self Development**

**Justification:** Because this program garners low interest, and few or no primary degree earners over a period of 5+ years, the Program Development and Planning Committee proposes deletion of this degree program.

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#### *Sacramento City College*

1. **Business, Retail Management**

**Justification:** The decision to delete this program was made as a result of program review, and the department has decided that the program no longer meets the needs of our students.

2. **Instructional Assisting, Bilingual/Bicultural Emphasis**

**Justification:** The Instructional Assisting, Bilingual/Bicultural Emphasis Certificate is no longer relevant for today's workforce due to changes in the employment requirements for school districts.

3. **Instructional Assisting, Bilingual/Bicultural Emphasis**

**Justification:** The Instructional Assisting, Bilingual/Bicultural Emphasis AA degree is no longer relevant for today's workforce due to changes in the employment requirements for school districts.

4. **Instructional Assisting, General**

**Justification:** The Instructional Assisting, General Certificate is no longer relevant for today's workforce due to changes in the employment requirements for school districts.

5. **Instructional Assisting, General**

**Justification:** The Instructional Assisting, General AA degree is no longer relevant for today's workforce due to changes in the employment requirements for school districts.

6. **Instructional Assisting, Special Education**

**Justification:** The Instructional Assisting, Special Education AA degree is no longer relevant for today's workforce due to changes in the employment requirements for school districts.

7. **Instructional Assisting, Special Education**

**Justification:** The Instructional Assisting, Special Education Certificate is no longer relevant for today's workforce due to changes in the employment requirements for school districts.

8. **Interactive Design**

**Justification:** The Interactive Design Certificate of Achievement is outdated and is no longer supported by the department's class structure. The course topics in GCOM 360, 361 and 362 have evolved to represent a modern web design model and role of this certificate is not congruent with that model. A new web design certificate has been created to replace the Interactive Design Certificate.

9. **Office Administration, Virtual Office and Management Technologies, Level D**

**Justification:** All of the other programs within Office Administration are certificates. Each certificate provides increased knowledge and skills. The capstone Level D certificate has the same core courses as this degree. Therefore, the degree is no longer needed.

10. **Web Design**

**Justification:** As part of Program Review, this certificate is being deleted as it no longer meets industry expectations or the needs of entry-level Web designers.

11. **Web Professional**

**Justification:** The Computer Information Science department will no longer offer this program. Students interested in this area of study have the option to complete the Web Developer certificate or degree in the Computer Information Science department, or the new User Interface and Web Design Certificate in the Graphic Communications department.

12. **Web Professional**

**Justification:** The Computer Information Science department will no longer offer this program. Students interested in this area of study have the option to complete the Web Developer Certificate or Degree in the Computer Information Science department, or the new User Interface and Web Design Certificate in the Graphic Communications department.

## New Programs

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### *American River College*

#### 1. **Biology**

The Associate in Science in Biology for Transfer degree provides students with a major that fulfills the general requirements of the California State University for transfer. Students with this degree will receive priority admission with junior status to the California State University system. The Associate in Science in Biology for Transfer (AS-T) degree may be obtained by the completion of 60 transferable, semester units with a minimum 2.0 GPA, including (a) the major or area of emphasis described in the Required Program outlined below (earning a C or better in these courses) and (b) the Intersegmental General Education Transfer Curriculum for Science, Technology, Engineering, and Mathematics (IGETC-STEM).

**Justification:** This new degree is part of ARC's effort to offer AA-T and AS-T degrees to prepare students for transfer to CSUs and other four-year schools.

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### *Sacramento City College*

#### 1. **Child and Adolescent Development**

The Associate in Arts in Child and Adolescent Development for Transfer is designed to provide a clearly articulated curricular track for Sacramento City College students preparing to transfer in Child Development to pursue an elementary teaching credential. The Associate Degree for Transfer (ADT) student completion requirements (as stated in SB1440 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 (CSU GE-B). (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. A "P" (Pass) grade is also an acceptable grade for courses in the major if the courses are taken on a Pass/No Pass basis.

**Justification:** This AA-T in Child Development Program works well for students transferring into a Child Development at a four year institution. It is ideally suited for those considering a multiple-subject teaching credential.

#### 2. **Economics**

The Associate in Arts in Economics for Transfer provides students with a major that fulfills the general requirements of the California State University for transfer. Students who complete an Associate Degree for Transfer and transfer to a similar major at a CSU are guaranteed a seamless pathway to finish their baccalaureate degrees in 60 semester or 90 quarter units. 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 GE Transfer Curriculum (IGETC) or the California State University GE-Breadth Requirements (CSU GE-Breadth). (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 earn a "C" or better in all courses



required for the major or area of emphasis. A “P” (Pass) grade is also an acceptable grade for courses in the major if the course is taken on a Pass/No Pass basis.

**Justification:** This curriculum was created so that students have a complete economics option for transfer.

### 3. **User Interface and Web Design**

This program provides a foundation of Web and user interface design and development skills for students interested in careers as user interface designers for Web and mobile applications. The students completing this program will acquire tangible skills needed for planning, creating developing, and maintaining websites and user interfaces for small to medium businesses. Students will be presented with various Web technologies, processes, and techniques, which will provide well-rounded skills for increasing their employment and freelancing potential.

**Justification:** This new certificate has been developed to reflect current industry standards and prepare students for employment in the Web design field. Is is substantially different than our previous Web Design certificate and therefore is considered new and not a replacement.

# LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 14, 2016

<b>SUBJECT:</b>	Board Policy Creation: P-8911 Safety and Security (Clery Act)	ATTACHMENT: Yes	
		ENCLOSURE: None	
<b>AGENDA ITEM:</b>	Consent Item D	TYPE OF BOARD CONSIDERATION:	
<b>RECOMMENDED BY:</b>	JP Sherry, General Counsel <i>JP Sherry</i>	CONSENT/ROUTINE	X
		FIRST READING	
<b>APPROVED FOR CONSIDERATION:</b>	Brian King, Chancellor <i>Brian King</i>	ACTION	
		INFORMATION	

**BACKGROUND:**

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (or Clery Act) requires colleges to have safety and security policies and to provide a summary of those policies and statistics to its students, faculty and staff on an annual basis. Each year, the District has accurately itemized the required policies and practices in its annual Clery report. Several of those policies and practices are already codified in the District’s Board policies (e.g. sexual assault and drug and alcohol-free workplace policies). In addition, the sexual assault policies have recently been updated in response to changes to the Clery Act. The review inherent in the annual Clery Act report process, and the updating of the other policies, led to the conclusion that the District should have a Board-level-approved safety and security policy.

**STATUS:**

The proposed safety and security policy embodies all of the policy statements contained in the District’s Annual Security Report that are required by the Clery Act. The Annual Security Report provides more detail on those policies. The proposed policy identifies the core requirement for the collection and publication of crime statistics and that the Los Rios Police Department (LRPD) has the lead responsibility for these tasks. The proposed policy encourages all college constituencies to promptly report crimes and identifies the campus security authorities and their role to provide crime data to the LRPD. The proposed policy further sets forth the District’s policies on crime logs, emergency notifications, timely warnings, the jurisdiction of the LRPD, and the steps the District takes with regards to safety. The policy also identifies the other District policies that relate to the Clery Act (sexual assault and drug and alcohol-free policies).

**RECOMMENDATION:**

It is recommended that the Board of Trustees approve and adopt Safety and Security (Clery Act) Policy P-8911.

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## **1.0 Collection and Publication of Public Safety Statistics**

- 1.1 Pursuant to the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act) (20 U.S.C. section 1092, subdivision (f)), the Los Rios Community College District will collect statistics for reported crimes occurring on-campus, in off-campus buildings or property owned or controlled by the District, and on public property within, or immediately adjacent to and accessible from the Colleges (its Clery Geography).**
- 1.2 As required by the Clery Act, the District will publish those statistics in its Annual Security Report. The Annual Security Report will also include information about safety and security policies implemented to protect the welfare of the District/College community.**

## **2.0 Responsibility for Collection and Publication of Public Safety Statistics**

- 2.1 The Los Rios Police Department (LRPD) is responsible for gathering and disclosing the required crime statistics and the preparation and dissemination of the Annual Security Report in accordance with the Clery Act.**
- 2.2 The LRPD is responsible for reporting the statistics to the Department of Education through the annual web-based data collection process.**
- 2.3 The Annual Security Report will include statistics for the previous three (3) years concerning reported crimes that occurred on the District's Clery Geography.**

## **3.0 Reporting Crimes**

- 3.1 Students, faculty, staff, administrators and guests are encouraged to immediately and accurately report all crimes, emergencies, suspicious activity and any other public safety-related incidents to the LRPD.**

## **4.0 Campus Security Authorities**

- 4.1 Campus Security Authorities are individuals or offices with significant responsibility for student and campus activities.**
- 4.2 The District/Colleges will identify the Campus Security Authorities in the Annual Security Report.**
- 4.3 The District/Colleges will ensure that alleged crimes reported to Campus Security Authorities are then reported by Campus Security Authorities to LRPD and then disclosed in the Annual Security Report as required by the Clery Act.**

## **5.0 Statistics for Off-Campus Crimes**

**5.1** The District will make a good-faith effort to collect crime statistics for all Clery Act crimes committed on its Clery Geography from all law enforcement agencies with jurisdiction over those locations.

## **6.0 Crime Log**

**6.1** The District will maintain a crime log in which it will record all alleged criminal incidents, including non-Clery Act crimes, reported to the LRPD regardless of how much time has passed since the alleged incident occurred. Crimes will be recorded in the crime log by the date they are reported. The log will be available for review by the public.

## **7.0 Emergency Notification and Evacuation**

**7.1** The District/Colleges will immediately notify the District/College community (or a segment or segments of the District/College community affected) upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on the Colleges or at the College centers. The manner and method for this notification and the persons responsible for carrying out these notification procedures will be described in the Annual Security Report.

**7.2** The District/Colleges will, without delay, and taking into account the safety of the District/College community, determine the content of the notification and initiate the emergency warning system, unless issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or contain, respond to, or otherwise mitigate the emergency.

**7.3** When necessary, information about the significant emergency or dangerous situation may be released to the larger community at the discretion of the responsible authorities.

## **8.0 Timely Warning**

**8.1** The District/Colleges will provide timely warnings to address threats to the District/College community. The timely warning will be designed to give students, faculty, staff, and administrators a timely notification of crimes to heighten safety awareness, and to seek information that will lead to the arrest and conviction of perpetrators who commit violent crimes against persons or major crimes against property.

**8.2** To provide a timely warning, the District/Colleges will issue a Crime Alert Bulletin when a crime is reported to the LRPD or when a local police jurisdiction notifies the LRPD of a crime that represents a serious or continuing threat to the safety of the campus community.

**8.3** Crime Alerts Bulletins will be distributed to the campus community using

various mediums of communication. The LRPD and the Public Information Officer in coordination with College and District administrators are responsible for assessing the need for and the distribution of the Crime Alerts. Situations will be assessed on a case-by-case basis, with great weight given to the LRPD's assessment of the total situation, including the best use of resources. The type of event or situation will be reviewed by the LRPD and the appropriate District/College Communications and Public Information Officer to determine the most effective method to distribute the crime alert information. The implementation of this process is described in the Annual Security Report.

## **9.0 Jurisdiction and Authority of LRPD**

**9.1** The LRPD has primary law enforcement jurisdiction for all criminal incidents occurring on District/College property. This includes incident investigation, follow up and resolution. The LRPD is a full-service police agency that is staffed seven days a week, 24 hours a day. The LRPD employs peace officers, campus safety officers, campus patrol officers and student patrol officers.

**9.1.1** **Peace Officers:** The LRPD peace officers have statewide police authority, full powers of arrest and are vested with law enforcement powers pursuant to California Penal Code Section 830.32. LRPD Peace officers enforce local, state and federal laws both on- and off-campus. Their police authority includes concurrent jurisdiction with municipal and county agencies on adjacent streets and in the surrounding community.

**9.1.2** **College Safety and Campus Patrol Officers:** College safety officers and campus patrol officers are employees of the District. They have authority to issue parking citations. They have the same powers of arrest as a private citizen.

**9.1.3** **Student Patrol Officers:** Student patrol officers are all agents of the District. They have the same powers of arrest as a private citizen.

## **10.0 Safety and Security of the District/Colleges**

**10.1** The LRPD provides 24-hour patrols of District/College buildings, property and parking lots. LRPD Peace Officers investigate crimes, alarms and suspicious incidents and persons, and provide responses to medical and fire incidents on the premises.

**10.2** District/College facilities and buildings are generally open to the District/College community, visitors and guests Monday through Friday from 7 a.m.-11 p.m., and as certain special events dictate. Staff should lock any doors not in use. Custodial and LRPD staffs regularly check the security of the buildings. After-hours access is possible with issued keys or contact to the LRPD.

**10.3** District/College shrubbery, trees and other vegetation are routinely trimmed and artificial lighting is maintained with safety issues in mind. The District/College community is encouraged to report unsafe conditions, safety concerns, exterior lighting issues or telephone malfunctions to Campus Operations, Facilities Management or the LRPD.

**11.0** **Sexual Violence, Relationship Violence, Domestic Violence, Dating Violence, Sexual Assault and Stalking**

**11.1** The policies required by the Violence Against Women Reauthorization Act (VAWA) (Public Law 113-4) concerning sexual assault, domestic violence, dating violence and stalking are covered by District Policy **P-2541**, entitled **Sexual Violence, Relationship Violence, Domestic Violence, Dating Violence, Sexual Assault and Stalking**.

**11.2** The methods for adjudicating complaints of sexual assault, domestic violence, dating violence and stalking are covered under District Policies and Administrative Regulations entitled **Discrimination and Harassment Complaint Procedures (P/R-2423, P/R-5172, P/R-6163, and P/R-9152); Sexual Harassment (P-2424, P-5173, P-6161, and P-9153); Standards of Conduct (P/R-2441); Due Process (P/R-2442); and Sexual Violence, Relationship Violence, Domestic Violence, Dating Violence, Sexual Assault and Stalking (P-2541)**.

**12.0** **Drug and Alcohol Free-Workplace and College Premises**

~~11.1~~**12.1** The required policies regarding alcohol and drug use are contained in the District Policy and Administrative Regulation entitled **Drug and Alcohol-Free Workplace and College Premises (P/R-2443, P-5621, P-6821 and P-9154)**.

LRCCD

Policy Adopted:

Policy Revised:

Policy Reviewed:

Adm. Regulation:

**DRAFT 8/30/16**

# LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 14, 2016

<b>SUBJECT:</b>	Board Policy Revisions: P-2332 Academic Advising Program	ATTACHMENT: Yes	
		ENCLOSURE: None	
<b>AGENDA ITEM:</b>	Consent Item E	TYPE OF BOARD CONSIDERATION:	
<b>RECOMMENDED BY:</b>	JP Sherry, General Counsel <i>JP Sherry</i>	CONSENT/ROUTINE	X
		FIRST READING	
<b>APPROVED FOR CONSIDERATION:</b>	Brian King, Chancellor <i>Brian King</i>	ACTION	
		INFORMATION	

**BACKGROUND:**

Staff has continued its regular review of district policies and administrative regulations. As part of the review of the 2000 series, policy P-2332 was identified as needing title, nomenclature, and other nonsubstantive changes.

**STATUS:**

Proposed amendments to P-2332 change references to the Commission on Athletics to the California Community College Athletic Association. A reference to “matriculation” is updated to “Student Success and Support Program.” Additionally, a few nonsubstantive formatting changes have been made to the policy.

**RECOMMENDATION:**

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

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## 1.0 Purpose and Scope

### 1.1 Intercollegiate Athletic Policies

1.1.1 Responsibility for the supervision of the administration of California Community College intercollegiate athletic programs is exercised through the ~~Commission on Athletics (COA)~~ **California Community College Athletic Association**. The **California Community College Athletic Association** is under the authority of the Board of Directors of the Community College League of California (CCLC). The **California Community College Athletic Association** delegates to the Board of Directors of the Chief Executive Officers of the California Community Colleges the power to review the policies and procedures of the **California Community College Athletic Association** as specified in the Athletic Code of the California Community Colleges.

1.1.2 All colleges participating in intercollegiate athletics are required to be members in good standing of the **California Community College Athletic Association** and to function under the Athletic Code of the California Community Colleges.

1.2 The Los Rios District Board of Trustees recognizes that students who represent the ~~District's colleges~~ **Colleges of the Los Rios Community College District** through their participation in intercollegiate athletics are responsible to a set of unique academic requirements. This obligation indicates that a structure to assist them in meeting those requirements is essential. In response to this necessity, the Board of Trustees has established the Academic Advising Program for Student Athletes at each of the District's ~~colleges~~ **Colleges** with the purpose of providing all student athletes with the support necessary to assist them in developing and achieving their educational objectives.

## 2.0 Program Goals

2.1 The goals of the Academic Advising Program include the following:

2.1.1 An environment which promotes academic achievement for student athletes;

2.1.2 Participation in the mandated ~~matriulation~~ **Student Success and Support** Program as formatted for student athletes;

2.1.3 The acquisition of skills, habits, and attitudes necessary to achieve educational objectives;

2.1.4 Knowledge of the rules, regulations and responsibilities ~~which that~~ affect both athletic and educational objectives.



Policy Adopted: 6/15/94

Policy Revised:

Policy Reviewed:

Adm. Regulation: [R-2332](#)

**DRAFT 6/16/16**

# LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 14, 2016

<b>SUBJECT:</b>	Board Policy Revisions: P-1413 Use of Outdoor Areas; P-3213 Meeting Procedures	ATTACHMENT: Yes	
		ENCLOSURE: None	
<b>AGENDA ITEM:</b>	Consent Item F	TYPE OF BOARD CONSIDERATION:	
<b>RECOMMENDED BY:</b>	JP Sherry, General Counsel <i>JP Sherry</i>	CONSENT/ROUTINE	X
		FIRST READING	
<b>APPROVED FOR CONSIDERATION:</b>	Brian King, Chancellor <i>Brian King</i>	ACTION	
		INFORMATION	

**BACKGROUND:**

In light of changes across the Los Rios Community College District regarding the banning of smoking, policy amendments are required.

**STATUS:**

For both of the proposed policies, smoking has been expanded to include “vaping and the use of tobacco.” In P-1413, language is changed to state that smoking is “prohibited on all District/College property.” Similarly, P-3213 changes its wording from “prohibited in the Board Room” to “prohibited on all District/College property.”

**RECOMMENDATION:**

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

[Policy - 1000 Community](#) || [Table of Contents](#) || [Back](#) || [Next](#)

1.0 Public Expression (Ed. Code, § 76120)

- 1.1 The use of outdoor areas open to the public generally shall be granted under the Free Speech clauses of the United States and California constitutions, those sections of the Education Code pertaining to the use of such areas by student, employee, or public individuals/groups, and all applicable laws. Public expression in the form of freedom of speech and advocacy may be exercised on outdoor Los Rios Community College District property open to the public generally at such times and places and in such a manner as is compatible with the use of the property, and that: (a) assures orderly conduct; (b) avoids disruption or interference with District-~~or~~/College operations; (c) avoids disruption or interference with the ability of the District-~~or~~/College to carry out its responsibilities as an educational institution; (d) protects the rights of all individuals who use District-~~or~~/College property; (e) protects persons against practices that would make them involuntary audiences; (f) assures the safety of all members of the District-~~or~~/College communities; and (g) complies with all applicable laws.
- 1.2 Smoking, **vaping and the use of tobacco** is prohibited ~~in the indoor areas of all facilities of the~~ **on all** District/Colleges ~~property and outdoors as required by law, the Administrative Regulations, and as implemented by the Colleges.~~
- 1.3 ~~The~~ Chancellor shall develop Administrative Regulations to implement this District Policy.

LRCCD

Policy Adopted: 1/18/06  
 Policy Revised: 6/10/15  
 Policy Reviewed: 6/10/15  
 Adm. Regulation: [R-1413](#)

**DRAFT 8/30/16**

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

## 1.0 Agenda

1.1 The agenda of the meetings shall be prepared and presented by the Chancellor of the Los Rios Community College District. In matters of importance to the District, the Chancellor may consult with the President of the Los Rios Community College District Board of Trustees regarding the inclusion of an item on the agenda.

## 2.0 Normal Order of Business

2.1 The Board of Trustees shall establish a normal order of business.

## 3.0 Quorum

3.1 Four (4) members shall constitute a quorum for the transaction of business. The Board of Trustees shall act by a majority vote of all members present. (Ed. Code, § 72000)

## 4.0 Conduct of Meeting

4.1 Board of Trustees meetings shall be conducted in accordance with the Brown Act (Gov't. Code, § 54950 et seq.) Unless otherwise provided in District Policy, the Board of Trustees shall conduct all its meetings in accordance with Roberts Rules of Order, Revised.

4.2 In order for motions to be considered, a second to the motion is required.

## 5.0 Public Information (Ed. Code, § 72121)

5.1 Meeting agendas shall be posted at the District offices and sent to news media and to the Presidents of the Colleges and leaders of constituent groups.

5.2 Meeting agendas shall be mailed to interested parties who request this information in writing and supply self-addressed, stamped envelopes for this purpose. (See also District Policy [P-3211](#), Section 6.0)

5.3 Members of the public shall be permitted to inspect detailed agendas and reports, when completed, in advance of meetings, at the District Office.

## 6.0 Smoking

6.1 Smoking, **vaping and the use of tobacco** is prohibited ~~in the Board Room~~ **on all District/College property**. Smoking is defined as inhaling, exhaling, burning, or carrying any lighted or heated cigar, cigarette, pipe, or any other lighted or heated tobacco or other product intended for inhalation, in any matter or in any form. Smoking also includes the use of e-cigarettes. An e-cigarette is any oral device that provides a vapor of nicotine or any other substance for inhalation. E-cigarettes do not include products approved by the United States Department of Food and Drug

Administration for medical treatment.

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

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LRCCD

Policy Adopted: 11/18/64

Policy Revised: 3/24/65; 10/15/69; 10/3/73; 7/11/73; 9/14/77; 1/14/81; 6/10/81; 2/17/82;  
4/17/91; 10/21/92; 6/4/97; 12/15/10; 6/10/15

Policy Reviewed: 6/10/15


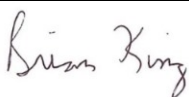
Adm. Regulation: None

**DRAFT 8/30/16**

# LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 14, 2016

<b>SUBJECT:</b>	Board Policy Revisions: P-4111 Administrative; P-8431 Naming of Facilities and Areas	ATTACHMENT: Yes	
		ENCLOSURE: None	
<b>AGENDA ITEM:</b>	Consent Item G	TYPE OF BOARD CONSIDERATION:	
<b>RECOMMENDED BY:</b>	JP Sherry, General Counsel 	CONSENT/ROUTINE	X
		FIRST READING	
<b>APPROVED FOR CONSIDERATION:</b>	Brian King, Chancellor 	ACTION	
		INFORMATION	

**BACKGROUND:**

The District changed the title of “Vice Chancellor, Resource Development” to “Associate Vice Chancellor, Resource Development.” Thus, policies P-4111 and P-8431 were identified as needing one change to clarify the change in title. Where changes are minor and no policy issues are raised, board policy P-3112 authorizes changes to be enacted within a single reading.

**STATUS:**

Both policies change the title of “Vice Chancellor, Resource Development” to “Associate Vice Chancellor, Resource Development.”

**RECOMMENDATION:**

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

[Policy - 4000 Administration](#) || [Table of Contents](#)

1.0 Authority (Ed. Code, § 70902)

1.1 The Chancellor shall serve as the chief executive officer for the Los Rios Community College District Board of Trustees. The administration of the Los Rios Community College District in all its aspects shall be delegated to the Chancellor who shall carry out the administrative responsibilities and functions in accordance with the District Policies adopted by the Board of Trustees. The Board of Trustees also delegates to the Chancellor the execution of all decisions made by the Board of Trustees concerning the internal operation of the District. In the unlikely event the Chancellor resigns without notice, becomes incapacitated, or is unable to discharge the powers and duties of the office, the Deputy Chancellor shall act in the place of the Chancellor until an Interim Chancellor is appointed by the Board of Trustees. The remaining order of succession is the Vice Chancellor of Finance and Administration, and the Vice Chancellor of Education and Technology, ~~and the Associate Vice Chancellor of Resource Development~~. Where the Deputy Chancellor is the chief educational Vice Chancellor of the District, the Deputy Chancellor has all of the rights and responsibilities of the Vice Chancellor of the Education and Technology under the District Policies and Administrative Regulations. Where the Deputy Chancellor is the chief financial Vice Chancellor of the District, the Deputy Chancellor has all of the rights and responsibilities of the Vice Chancellor of Finance and Administration under the District Policies and Administrative Regulations.

1.2 The Board of Trustees is responsible for the recruitment and selection of the Chancellor. The Board of Trustees or designee shall establish the qualifications for the position and the timeline for the search. The Board of Trustees, in its discretion, shall implement the appropriate recruitment method and shall comply with all relevant provisions of the Education Code and Title 5 of the California Code of Regulations.

In this hiring process, the Board of Trustees shall solicit input on the recruitment and hiring process from representatives of the District's certificated, classified, managerial, confidential and student constituencies.

1.3 The Chancellor may delegate any powers and duties entrusted by the Board of Trustees, including the administration of the Colleges, but the Chancellor shall be specifically responsible to the Board of Trustees for the execution of such delegated powers and duties.

1.4 The President of a College in the District serves as the chief administrator of the College and is responsible for the overall supervision of the operation of the College in conformity with the directives and duties as defined by the Chancellor and consistent with the District Policies of the Board of Trustees. The Chancellor delegates full responsibility and authority to the College Presidents to implement and administer delegated District Policies without interference and holds College Presidents accountable for the operation of the College.

- 1.5 Whenever a power is granted to, or a duty is imposed upon, any District employee by District Policy or Administrative Regulation, the power may be exercised or the duty may be performed by a person authorized by the employee, unless a District Policy or Administrative Regulation specifically provides otherwise.
- 1.6 The further delegation of functions to lower-level management positions is accomplished by job descriptions, subject to review by the Board of Trustees, delineating assigned duties, responsibilities and accountability.
- 1.6.1 The duties and responsibilities thus assigned are outlined as a guide to incumbents in these positions and do not, in any way, limit the accountability, responsibility or basic authority of the Chancellor for the administration of any part of the District's function.

## 2.0 Los Rios Community College District Officers

- 2.1 The College Presidents, the Deputy Chancellor, the Vice Chancellors, the General Counsel, and the Associate Vice Chancellors shall be described as District Officers.

## 3.0 Table of Organization

- 3.1 The Chancellor shall develop an organization chart showing channels of communication, responsibility and accountability.

## 4.0 Severability Clause

- 4.1 If any provision of the District's Policies and Administrative Regulations or the application thereof to any person or circumstances is held invalid, such invalidity shall not affect other provisions or applications of District Policies and Administrative Regulations which can be given effect without the invalid provision or application, and to this end the provisions of District Policies and Administrative Regulations are severable. In lieu thereof there shall be added a provision as similar in terms to such illegal, invalid and unenforceable provision as may be possible and be legal, valid and enforceable.

[Policy - 4000 Administration](#) || [Table of Contents](#)

LRCCD

Policy Adopted: 11/3/76

Policy Revised: 1/14/81; 2/10/82; 9/19/90; 1/10/96; 12/5/97; 1/15/03; 12/13/06; 5/14/08;  
12/15/10; 11/14/12; 4/13/16

Policy Reviewed: 4/13/16

Adm. Regulation: [R-4111](#)

[DRAFT 12/12/16](#)



[Policy - 8000 Business](#) || [Table of Contents](#) || [Back](#) || [Next](#)

## 1.0 Authority

- 1.1 The Los Rios Community College District Board of Trustees shall approve the naming of the facilities and areas of the Los Rios Community College District and its Colleges.
- 1.2 The Board of Trustees may seek the advice of the Los Rios Foundation in making a decision to name a particular building or area.
- 1.3 The Chancellor and the Los Rios Foundation may recommend approval of exceptions to this District Policy.

## 2.0 Principles

- 2.1 Buildings and areas may be named in honor of friends, benefactors, and persons who have made significant contributions to the College, the District, or to education in California or the nation.
- 2.2 The naming of a building or place is a matter of serious, long-term commitment. The choice to give a personal name to a building implies permanence of that designation—both in terms of the designation itself and to the maintenance and refurbishment of the building. The naming opportunity thus has both moral and financial implications. The District reserves the right to remove the name of a building in the appropriate circumstances.
- 2.3 Buildings and areas may be named for persons who: have rendered significant, permanent service to education in California or the nation; who have distinguished themselves in the work of a College, campus, discipline, or department within the District; who are indigenous to the area and hold a unique place in history; or have made a substantial gift to the College or the District through its official fundraising arm, the Los Rios Foundation.
- 2.4 Buildings and areas may not be named for current District employees. When an area or building is proposed to be named for individuals associated with the District or California education, a period of not less than three years should elapse between the end of the individual's service to the District or California education and consideration by the Board of Trustees.
- 2.5 In all instances where the word "person," "individual," or "donor," is used in this District Policy, the same shall be deemed to include corporations, foundations, or other appropriate legal entities.

## 3.0 Guidelines

- 3.1 Names of facilities or areas should lend prestige to the District/College, and to staff, students, and community. The credentials, character, and reputation of each individual for whom the naming of a building is being considered shall be

carefully scrutinized and evaluated. Nominations submitted to the Board of Trustees for consideration shall be accompanied by appropriate supporting documentation.

- 3.2 The College Presidents shall consult with the appropriate College constituencies (including, but not limited to, the Academic Senate, the Classified Senate, the Student Body Associations, etc.) before bringing a recommendation to the Chancellor to name a building or an area under this District Policy. The Presidents shall also consult with the Vice Chancellor, Finance and Administration, and the **Associate** Vice Chancellor, Resource Development prior to presenting recommendations to the Chancellor. The Chancellor shall present recommendations for naming to the Board.
- 3.3 A financial gift shall not automatically result in the naming of a building for an individual. The other criteria of this District Policy must also be met.
- 3.4 In addition to the permanent nature of a facility named to honor an individual, shorter-term issues—such as name plaques, stationery, catalog listings, maps, ceremonial action, and publicity—shall be considered.
- 3.5 A suitable plaque should be located in the lobby or other significant location, giving the full name and brief biography of the person honored.

#### 4.0 Use of Names

- 4.1 A uniform system of marking of buildings and outdoor areas should be adopted by location.
- 4.2 Plaques and signage should be tasteful, discrete, and consistent with other campus signage as determined by the Associate Vice Chancellor of Facilities Management.
- 4.3 To minimize exterior lettering, listings in directories, mailing addresses, and the like, as well as to ensure that the use of the new name becomes commonplace within the lexicon of the College and District, the naming of a building to honor an individual should use the surname only, as in “Raef Hall” and “Rodda Hall.”

#### 5.0 Portions of Buildings

- 5.1 Subunits of a new or existing building may be named separately to recognize an outstanding individual or a donor wishing to contribute the cost of a portion of a building, a room in a building, a major equipment item, a major art feature or water feature, and the like.
- 5.2 In cases where the feature is named after an individual pursuant to this District Policy, the committee or group making such a recommendation shall identify, or provide the source for the full cost of changing the name, such cost being determined by the Associate Vice Chancellor of Facilities Management.

5.3 Small landscape features such as trees, benches, and drinking fountains are excluded from the naming requirements.

[Policy - 8000 Business](#) || [Table of Contents](#) || [Back](#) || [Next](#)

(Formerly P-4623)

LRCCD

Policy Adopted: 1/18/67

Policy Revised: 8/10/77; 1/14/81; 6/16/82; 1/17/01; 12/15/10; 4/8/15; 10/21/15; 2/17/16

Policy Reviewed: 2/17/16

Adm. Regulation: None

**DRAFT 10/11/16**

# LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 14, 2016

<b>SUBJECT:</b>	Claim: Danine Henry	ATTACHMENT: Yes	
		ENCLOSURE: None	
<b>AGENDA ITEM:</b>	Consent Item H	TYPE OF BOARD CONSIDERATION:	
<b>RECOMMENDED BY:</b>	JP Sherry, General Counsel <i>JP Sherry</i>	CONSENT/ROUTINE	X
		FIRST READING	
<b>APPROVED FOR CONSIDERATION:</b>	Brian King, Chancellor <i>Brian King</i>	ACTION	
		INFORMATION	

**STATUS:**

Claimant is seeking damages from Los Rios Community College District.

**RECOMMENDATION:**

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



## Claim for Damages Form

ONCE SUBMITTED, THIS IS A PUBLIC DOCUMENT

LRCGD Use Only

NOV 17 2016

Office of the General Counsel

Claimant Information	First Name <b>Danine</b>	MI <b>P</b>	Last Name <b>Henry</b>
	Date of Birth (MM/DD/YY)*		Social Security No.*
	Driver's License No.	License State <b>CA</b>	Receives or is eligible for SSDI or Medicare? * (Yes/No) <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	Home Address (Number/Street) <b>311 Felton Court</b>		Business Name (if including business address)
	City <b>El Dorado Hills</b>	State <b>CA</b>	Zip Code <b>95762</b>
	Mail Notices to which address? <input checked="" type="checkbox"/> Home <input type="checkbox"/> Business <input type="checkbox"/> Attorney		City State Zip Code
Injury/Damage Information	Date injury/damage occurred (MM/DD/YY) <b>08/11/2016</b>	Time of day injury/damage occurred <b>12:15pm</b>	Where did injury/damage occur? (College site, street address, intersection, other locations, etc.) <b>Cosumnes River College Disabled Students parking Lot</b>
	How did injury/damage occur? (Describe accident or occurrence in complete detail/attach additional pages if needed) <b>I WAS walking to my car at Cosumnes River College. I was parked in the Disabled students parking lot. The curb was not marked and appeared to be one level. AS I continued to walk I fell off the curb into the parking lot. I broke my right foot (Jones fracture) and injured my right ankle.</b>		
	Name(s) of Los Rios employees involved <b>Michelle Burklay, Campus nurse and Officer Bell, Campus Police.</b>		Police Report No. <b>16-0368</b>
	What action or inaction of Los Rios employee(s) causes your injury/damages? <b>The sidewalk curb leading to the Disabled Students Parking Lot was not marked or painted properly. The appearance of the curb was not visible from the walking direction to show it unlevelled.</b>		
	What injuries/damages did you suffer? <b>Jones fracture rt foot and right foot/ankle injury.</b>		
	State the amount of the claim, if less than \$10,000		
	Include the estimated amount of any prospective injury, damage or loss, insofar as it may be known at the time the claim is presented, and list the basis for the computation of the amount claimed <b>\$34,000; ① Transportation fees, ② Loss of wages, ③ Loss of potential wages, ④ Childcare assistance, ⑤ Home Health Aide, ⑥ Medical Equipment</b>		
If the dollar amount of the claim is more than \$10,000, no dollar amount will be stated, but please indicate whether the claim is a limited civil case claim (total dollar amount less than \$25,000) <input type="checkbox"/> Yes, it is a limited civil case claim <input checked="" type="checkbox"/> No, it is not a limited civil case claim			
Certification	By signing below, I certify that all information furnished on this form is accurate, truthful, and complete, and that I understand that the presentation of a false claim is a felony (refer to CA Penal Code Sec 72). Note: If the signer is not the Claimant, indicate the relationship of the signer to the Claimant (parent, attorney, etc.) and address.		
	Signature <b>Danine P. Henry</b>	Date <b>17 Nov 2016</b>	Relationship and address (if not Claimant)
Directions for Submission	Attach and include with this form any bills for medical treatment or expenses/estimates for personal property damage. Once submitted, this form becomes a public document. However, please note that Claimant's <b>Date of Birth</b> , <b>Social Security No.</b> , and <b>Driver's License No.</b> <u>WILL REMAIN CONFIDENTIAL</u> .		Return completed form to: Los Rios Community College District ATTN: General Counsel 1919 Spanos Court Sacramento, CA 95825

\*Responses REQUIRED for Federal Medicare Secondary Payer Reporting



LOS RIOS DISTRICT POLICE DEPT

1410 ETHAN WAY SACRAMENTO, CA 95825 916-558-2221  
INFORMATION REPORT

Case  
16-0368

<b>OFFENSES</b>	<b>Offenses</b> Medical Assist	<b>Description</b> Medical Assist	<b>Fel/Misd</b>	<b>Date Occurred</b> 08/11/2016	<b>Time Occurred</b> 1140 - 1141	<b>Incident #</b> 1608110019		
				<b>Date Reported</b> 08/11/2016	<b>Time Reported</b> 1143			
	<b>Related Cases</b>							
				<b>Date Printed</b> 08/31/2016	<b>Time Printed</b> 07:49:44	<b>Printed By</b> W0414622		
				<b>Latitude</b> 38.452300	<b>Longitude</b> -121.422000			
<b>Location</b> Science Crc, 8401 Center Pky, Sacramento, CA			<b>Beat</b> CRC	<b>Area</b> CRC	<b>Disposition</b> Information Only		<b>Dispo Date</b> 08/11/2016	
<b>Location Type</b> School	<b>Location of Entry</b>	<b>Method of Entry</b>	<b>Point of Entry</b>		<b>Alarm System</b>	<b>Means of Attack (Robbery)</b>		
<b>Victim</b> Henry, Danine Patrice			<b>Drivers License</b>	<b>Cell Phone</b> 360-204-6754	<b>Email</b>			
<b>Residence Address</b> 311 Felton Ct, El Dorado Hills, CA 95762			<b>Notified of Victim Rights</b> No	<b>Residence Phone</b>	<b>DOB</b> 08/19/1967	<b>Age</b> 48	<b>Sex</b> F	<b>Race</b> B
<b>Business Name and Address</b>				<b>Business Phone</b>	<b>Height</b> 5'5"	<b>Wt</b> 160	<b>Hair</b> BRO	<b>Eyes</b> BRO
<b>Assistance Rendered/Victim Disposition</b> Refused Aid				<b>Transporting Agency</b>	<b>Means of Attack (Assaults)</b>			
<b>Description of Injuries</b> Minor Injury				<b>Other Information</b>				
<b>Reporting Party</b> Elliott, Julie			<b>Drivers License</b>	<b>Cell Phone</b>	<b>Email</b>			
<b>Residence Address</b>				<b>Residence Phone</b> 916-691-7204	<b>DOB</b>	<b>Age</b>	<b>Sex</b>	<b>Race</b>
<b>Business Name and Address</b>				<b>Business Phone</b>	<b>Height</b>	<b>Wt</b>	<b>Hair</b>	<b>Eyes</b>
<b>Suspect Name</b>				<b>Action Taken</b>	<b>Charges</b>			
<b>Residence Address</b>				<b>Residence Phone</b>	<b>DOB</b>	<b>Age</b>	<b>Sex</b>	<b>Race</b>
<b>Business Name and Address</b>				<b>Business Phone</b>	<b>Height</b>	<b>Wt</b>	<b>Hair</b>	<b>Eyes</b>
<b>Identifying Features</b>				<b>Cell Phone</b>	<b>Drivers License</b>		<b>Arrest Number</b>	
<b>Aliases</b>								
<b>VEHICLES</b>	<b>Status</b>	<b>Vehicle Make and Model</b>			<b>License/State</b>		<b>Vehicle Type</b>	
<b>OFFICERS</b>	<b>Prepared By</b> W1002603 - Bell, Simeon		<b>Date</b> 08/11/2016	<b>Assisted By</b>		<b>Approved By</b> W1519146 - Freeman, Amy		<b>Date</b> 08/16/2016
	<b>Routed To</b>		<b>Date</b>	<b>Routed To</b>		<b>Date</b>	<b>Notes</b>	

**FOR OFFICIAL USE ONLY - DO NOT DUPLICATE**



**LOS RIOS DISTRICT POLICE DEPT**

1410 ETHAN WAY SACRAMENTO, CA 95825 916-558-2221  
INFORMATION REPORT

Case  
16-0368

Mentioned - Other Barkley, Michelle	Drivers License	Cell Phone	Email barklem@crc.losrios.edu			
Residence Address		Residence Phone 916-691-7584	DOB	Age	Sex	Race
Business Name and Address 8401 Center Parkway, Sacramento, CA		Business Phone	Height	Wt	Hair	Eyes

**FOR OFFICIAL USE ONLY - DO NOT DUPLICATE**

**Notification**

area of campus, for a woman who had fallen.

**Investigation**

I arrived to the area, and noticed a woman sitting in a chair with people standing around her. I met with (V) Danine Patrice Henry (CA Driver License). (V) was sitting in the parking lot on the southeast side of Business Family Science. I requested for the Campus Nurses to my location. I spoke with (V) and she gave me the following statement:

**Victim Statement:**

I was walking back to my car, after going to see my counselor. I thought the pavement was flat all the way to the parking lot. I did not see there was a step separating the curb separating the pavement and the parking lot black top. There was nothing saying there was a curb, It should be painted or something. The other part of the curb was painted white, but here there is nothing. I'm in pain. My back, hip on the my left side, ankle, foot , and hand hurt really bad. I was leaving here to go to the VA (Veterans Affairs) hospital to be seen by a doctor for my back. I have no one to pick me up. My husband died in Afghanistan and now I am widowed with my twins. I have to pick them up from day care so I am going to have to drive myself.

**End of Statement**

The nurse (M) Michelle Barkley arrived and rendered aid to (V). I saw that someone had previously rendered aid to the wound (V) received to the palm of her left hand. The nurse bandaged (V)'s ankle and foot. I observed swelling to the area the nurse was bandaging. (V) continued to complain of pain in to her left foot, hip, back , and hand. I asked (V) if she wanted Emergency Medical Services to assist her. (V) refused EMS assistance. I stood by as the nurse continued to assist (V). (V) said explained she needed to leave and go to the VA clinic to be seen. (V) was assisted into her vehicle, at her request and she left the area.

I observed the area where (V) had fallen. I saw that there was a 90 degree curb that was not painted. At the angle heading southeast from Business Family Science to the parking lot, it is difficult to determine a change in grade from the pavement to the asphalt. There is an approximate 2-3 inch drop in grade from the pavement to the parking lot asphalt. After observing the area, I contacted Operations to paint the curb to indicate the rise/drop in grade.

**Disposition**

Case status: Closed.

**FOR OFFICIAL USE ONLY - DO NOT DUPLICATE**

Prepared By: W1002603BELL, SIMEON	Date: 08/16/2016	Approved By: W151914FREEMAN, AMY	Date: 08/16/2016
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LOS RIOS DISTRICT POLICE DEPT

Page 1

1410 ETHAN WAY SACRAMENTO, CA 95825 916-558-2221  
SUPPLEMENT 1

16-0368

On Monday 8/15/16 I checked the area where the accident had occurred. I observed the curb was painted yellow to indicate the change grade. (See main report for further details)

Case Status :  
Closed

FOR OFFICIAL USE ONLY - DO NOT DUPLICATE

Prepared By:

W1002603BELL, SIMON

Date:

08/16/2016

Approved By:

W1519146 RILEMAN, AMY


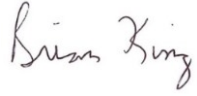
Date:

08/16/2016

# LOS RIOS COMMUNITY COLLEGE DISTRICT

**PRESENTED TO BOARD OF TRUSTEES**

**DATE:** December 14, 2016

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

**STATUS:**

Claimant is seeking damages from Los Rios Community College District.

**RECOMMENDATION:**

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



**LOS RIOS**  
COMMUNITY COLLEGE DISTRICT

**Claim for Damages Form**  
ONCE SUBMITTED, THIS IS A PUBLIC DOCUMENT

LRCCD Use Only

NOV 23 2016

Office of the General Counsel

<b>Claimant Information</b>	First Name <b>Angela</b>	MI	Last Name <b>Ramos</b>	
	Date of Birth (MM/DD/YY)* <b>(</b>		Social Security No.*	
	Driver's License No.	License State <b>CA</b>	Receives or is eligible for SSDI or Medicare? * (Yes/No) <b>Yes</b>	
	Home Address (Number/Street) <b>33 SunShower Place</b>		Business Name (if including business address)	
	City <b>Sacto.</b>	State <b>CA</b>	Zip Code <b>95823</b>	Business Address (Number/Street)
	Mail Notices to which address? <input type="checkbox"/> Home <input type="checkbox"/> Business <input checked="" type="checkbox"/> Attorney			City
<b>Injury/Damage Information</b>	Date injury/damage occurred (MM/DD/YY) <b>2/26/16-ongoing</b>	Time of day injury/damage occurred <b>N/A</b>	Where did injury/damage occur? (College site, street address, intersection, other locations, etc.) <b>Cosumnes River College 401 Central Pkwy, Sacto, CA 95823</b>	
	How did injury /damage occur? (Describe accident or occurrence in complete detail/attach additional pages if needed)  <b>SEE EXHIBIT A</b>			
	Name(s) of Los Rios employees involved <b>SEE EXHIBIT A</b>		Police Report No. <b>RD-16-0320</b>	
	What action or inaction of Los Rios employee(s) causes your injury/damages?  <b>SEE EXHIBIT A</b>			
	What injuries/damages did you suffer? <b>Emotional Distress; damage to grades</b>			
	State the amount of the claim, if less than \$10,000 <b>N/A</b>			
	Include the estimated amount of any prospective injury, damage or loss, insofar as it may be known at the time the claim is presented, and list the basis for the computation of the amount claimed <b>Amount unknown at this time. Losses include future treatment, attorneys fees/costs, grade suffering and emotional distress.</b>			
If the dollar amount of the claim is more than \$10,000, no dollar amount will be stated, but please indicate whether the claim is a limited civil case claim (total dollar amount less than \$25,000) <input type="checkbox"/> Yes, it is a limited civil case claim <input checked="" type="checkbox"/> No, it is not a limited civil case claim				
<b>Certification</b>	By signing below, I certify that all information furnished on this form is accurate, truthful, and complete, and that I understand that the presentation of a false claim is a felony (refer to CA Penal Code Sec 72). Note: If the signer is not the Claimant, indicate the relationship of the signer to the Claimant (parent, attorney, etc.) and address.			
	Signature 	Date <b>11/23/16</b>	Relationship and address (if not Claimant) <b>Attorney (see Exhibit A)</b>	
<b>Directions for Submission</b>	Attach and include with this form any bills for medical treatment or expenses/estimates for personal property damage.			<b>Return completed form to:</b> Los Rios Community College District ATTN: General Counsel 1919 Spanos Court Sacramento, CA 95825
	Once submitted, this form becomes a public document. However, please note that Claimant's Date of Birth, Social Security No., and Driver's License No. <u>WILL REMAIN CONFIDENTIAL.</u>			

\*Responses REQUIRED for Federal Medicare Secondary Payer Reporting

**EXHIBIT A**

***Attached to Angela Ramos Claim for Damages form***

**Damage date:** 2/29/2016 – present and ongoing

**Damage location:** Cosumnes River College /401 Center Pkwy, Sacramento, CA 95823

**Name(s) of Los Rios employees involved:** Thomas Kloster, Los Rios Campus Police Department Officer Ryan Maxwell, Detective Alex Conroy, Detective Amy Freeman, Title IX Officer Kimberly McDaniel

**How injuries/damages happened and what actions/inactions of Los Rios employees caused my damages:**

I was sexually harassed, assaulted and retaliated against by Thomas Kloster, PhD, who was my math professor at Cosumnes River College, from January 2016 to May 18, 2016. I contacted the Los Rios Police Department and the Title IX department multiple times, as recently as November 2016, however they did not address my concerns or keep me safe.

I also worked for Kloster as a recruiter for his tutoring business during March- late April (26) 2016.

While I was in class, Kloster flirted with me and made inappropriate comments to me. He started texted me constantly professing his love for me any many other inappropriate sexual things. He stood very close to me and would repeatedly show up at my house. He grabbed me and kissed me at my house without my consent. I was extremely upset. He wrote me texts like, "I love you, I'm sorry, I need you, I want you" and would not stop. He started to threaten and scare me. He brought my final exam to my house.

I stopped going to Kloster's class in April 2016. I told the Sacramento Police Department what was happening; they told me to go to the Los Rios Community College Police Department. I filed a report with the campus police online. During this time, Kloster was scaring me by contacting me and saying he could see me while I was in class at Cosumnes. I saw him in the parking lot and outside my home. He even entered my home without permission.

I sent is texts to the campus police. I believe Kloster was arrested on or around June 29, 2016. During the summer semester, I only took classes at Sacramento City College. I would see Kloster following me while I was on campus. My grades suffered because of this situation and I was placed on academic probation and forced to get academic "counseling". I have tried to contact the Title IX office, particularly CRC Title IX officer Kimberly McDaniel to see about the Title IX investigation but the office has not responded to me. I have tried to get a copy of the police report from the Los Rios Campus Police Department but they told me they cannot locate the report.

**Attorney:** Elana R. Jacobs  
Winer, McKenna & Burritt, LLP  
1999 Harrison Street, 6<sup>th</sup> Floor  
Oakland, CA 94612  
T: (510) 433-1000  
F: (510) 433-1001

# LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 14, 2016

<b>SUBJECT:</b>	District Bank and Merchant Services	ATTACHMENT: None	
		ENCLOSURE: None	
<b>AGENDA ITEM:</b>	Consent Item J	TYPE OF BOARD CONSIDERATION:	
<b>RECOMMENDED BY:</b>	Theresa Matista, Vice Chancellor Finance & Administration <i>Theresa Matista</i>	CONSENT/ROUTINE	X
		FIRST READING	
<b>APPROVED FOR CONSIDERATION:</b>	Brian King, Chancellor <i>Brian King</i>	ACTION	
		INFORMATION	

**BACKGROUND:**

The District has 35 active separate accounts currently used by the District Office, four colleges, and centers, which are necessary to carry out the many functions of the District. In July 2016, the District issued a Request for Proposal (RFP) for Banking and Merchant Services to enhance services and to decrease banking costs. The RFP was sent to a wide spectrum of local, regional, and national financial institutions.

Seven banks and one credit card processor responded to the RFP. A committee was formed to review the RFPs, which included District Office and college representation. The committee selected three of the eight respondents to meet with and analyze services offered and pricing structure. The three banks were JP Morgan Chase Bank, Bank of America and US Bank. The committee met with representatives from the selected banks to obtain further information and clarify responses included in the RFP.

**STATUS:**

After conducting the interviews and reviewing the selection criteria, the consensus of the committee is to recommend JP Morgan Chase Bank as the bank and merchant provider. This decision was based on the needs of the college Business Services Offices and Bookstores, and the District Office. Commitment to service and pricing were the main items considered in the decision. After Board review and approval, staff will begin the efforts required to transition to the new bank. Based upon current fees paid for banking and merchant services of approximately \$134,000, it is projected that the District will reduce costs by approximately \$53,000 in the first year. The contractual term would be for a period of 5 years with the opportunity for annual extensions thereafter.

**RECOMMENDATION:**

It is recommended that the Board of Trustees authorize entering into an agreement with JP Morgan Chase Bank for the providing of District banking and merchant services for a period of not less than five years.

# LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 14, 2016

<b>SUBJECT:</b>	Disposition of Surplus Equipment – Salvage Value Greater than \$5,000	ATTACHMENT: None	
		ENCLOSURE: None	
<b>AGENDA ITEM:</b>	Consent Item K	TYPE OF BOARD CONSIDERATION:	
<b>RECOMMENDED BY:</b>	<i>Theresa Matista</i> Theresa Matista, Vice Chancellor Finance & Administration	CONSENT/ROUTINE	X
		FIRST READING	
<b>APPROVED FOR CONSIDERATION:</b>	<i>Brian King</i> Brian King, Chancellor	ACTION	
		INFORMATION	

**BACKGROUND:**

The Education Code regulates the procedure by which a community college district can dispose of real and personal property. Education Code section 81450-81450.5 provides that the governing board may, sell for cash, exchange for value or donate any personal property belonging to the district if the property is not required for school purposes, or if it should be disposed of for the purpose of replacement, or if it is unsatisfactory or not suitable for school use. The methods for disposal differ based upon the estimated value of the equipment. Whereas, most equipment is disposed of either through the State of California or, if the State will not accept, through a scrap dealer, items with a value greater than \$5,000 either individually or in aggregate, require a public auction, noticed as required by law.

**STATUS:**

The District will auction the following items which in aggregate have a value greater than \$5,000: 1992 Ford Tempo; 2002 PBM Sprayer 110 gallon; 1993 Ford Explorer; 1992 Ford Ranger; 1996 Ford Ranger; 1994 Toyota pickup; 2002 Ford Ranger; 1995 Ford E-150 Van; SLP-206 Brillion Turfmaker Seeder; Grinder (Cadet 100); Rockwell Belt Sander. Due to the poor condition of each item, the equipment is no longer suitable for school use. The District, via public auction, intends to sell to the highest bidder or donate to an interested school/public entity.

**RECOMMENDATION:**

It is recommended that the Board of Trustees approve the disposal of the listed items per Education Code section 81450-81450.5.

# LOS RIOS COMMUNITY COLLEGE DISTRICT

**PRESENTED TO BOARD OF TRUSTEES**

**DATE:** December 14, 2016

<b>SUBJECT:</b>	Disposition of Stale District Records	ATTACHMENT: Yes	
		ENCLOSURE: None	
<b>AGENDA ITEM:</b>	Consent Item L	TYPE OF BOARD CONSIDERATION:	
<b>RECOMMENDED BY:</b>	Theresa Matista, Vice Chancellor Finance & Administration <i>Theresa Matista</i>	CONSENT/ROUTINE	X
		FIRST READING	
<b>APPROVED FOR CONSIDERATION:</b>	Brian King, Chancellor <i>Brian King</i>	ACTION	
		INFORMATION	

**BACKGROUND:**

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

**STATUS:**

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

**RECOMMENDATION:**

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

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

<b>Fiscal Year Documents Originated</b>	<b>Department</b>	<b>Box #</b>	<b>Documents</b>	<b>Fiscal Year Eligible for Destruction</b>
2005-2006	FLC Business Services	BUS 0154	Associate Student Gov't & College Activities accounts	2016-2017
2005-2006	FLC Business Services	BUS 0164	STU & TCL Personnel Files	2016-2017
2010-2011	FLC Bookstore	BUS 0290	BOOKSTORE Accounts Payable A-M	2016-2017
2010-2011	FLC Bookstore	BUS 0291	BOOKSTORE Accounts Payable Mc-Z	2016-2017
2010-2011	FLC Bookstore	BUS 0292	Daily Sales MAY-AUG	2016-2017
2010-2011	FLC Bookstore	BUS 0293	Daily Sales AUG-NOV	2016-2017
2010-2011	FLC Bookstore	BUS 0294	Daily Sales DEC-FEB	2016-2017
2010-2011	FLC Bookstore	BUS 0295	Daily Sales MAR-APR, INSITE Sales, Checks #5932-6663	2016-2017
2010-2011	FLC Bookstore	BUS 0296	Accounts Receivable - Vouchers, Receipts #951-1100, Inventory	2016-2017
2010-2011	FLC Bookstore	BUS 0297	Financial Statements MAY10-MAR11	2016-2017
2010-2011	FLC Business Services	BUS 0298	Purchase Orders A-C	2016-2017
2010-2011	FLC Business Services	BUS 0299	Purchase Orders D-H	2016-2017
2010-2011	FLC Business Services	BUS 0300	Purchase Orders I-R	2016-2017
2010-2011	FLC Business Services	BUS 0301	Purchase Orders S-Z	2016-2017
2010-2011	FLC Business Services	BUS 0302	FLC Daily Summary Reports	2016-2017
2010-2011	FLC Business Services	BUS 0303	Group Detail Reports	2016-2017
2010-2011	FLC Business Services	BUS 0305	Student Refunds	2016-2017
2010-2011	FLC Business Services	BUS 0306	Student Refunds, Payment Plans, Paid Returned Checks, AMEX, Vending, Misc Revenue, BRINKS Receipts	2016-2017
2010-2011	FLC Business Services	BUS 0307	EDC Daily Summary Reports	2016-2017
2010-2011	FLC Business Services	BUS 0313	Change Funds, Petty Cash Logs	2016-2017
2010-2011	FLC Business Services	BUS 0321	PO Bids, Maintenance Agreements, Leases	2016-2017
2010-2011	FLC Bookstore	BUS 0331	Refunds	2016-2017



**Los Rios Community College District  
District Office**

<b>Fiscal Year Documents Originated</b>	<b>Department</b>	<b>Box #</b>	<b>Documents</b>	<b>Fiscal Year Eligible for Destruction</b>
2008-2009	Human Resources	3275	Recruitment	2012-2013
2008-2009	Human Resources	3413	Recruitment	2012-2013
2011-2012	Human Resources	3759	Employment	2015-2016
2006	General Counsel		Accreditation Policy Review	2009
2006	General Counsel		General Services - Director Comm	2009
2007	General Counsel		Letter to AACC re Pell Grant	2010
2007	General Counsel		Business Services Grants	2010
2007	General Counsel		Davis Center Planning	2010
2007	General Counsel		Google	2010
2008	General Counsel		LRCEA-SEIU	2011
2008	General Counsel		Stop Notices	2012
2009	General Counsel		Letter to AACC Board	2012
2009	General Counsel		R-6011 and related correspondence	2014
2010	General Counsel		Chancellor - Transfer Project Notes	2013
2010	General Counsel		Athletic Residency Reclassification	2013
2010	General Counsel		Stop Notices	2014
2011	General Counsel		Drafts related to 1000 series policies and regulations	2014
2011	General Counsel		Sacramento Regional Public Safety Training Center General Business	2014
2011	General Counsel		FM - Bid 12009 SCC Theater Seating	2014
2011	General Counsel		FM - Bid 10010 SCC Performing Arts	2014
2011	General Counsel		FM - Bid 11017 CRC NE Building Mod.	2014
2011	General Counsel		FM - Bid 11015 FLC Monument Sign	2014
2011	General Counsel		ARC - Medical Cannabis	2014
2011	General Counsel		Stop Notices	2015
2012	General Counsel		PaperClip Communications Speaker Info	2015
2012	General Counsel		FM - Bid 10012 SCC Hughes Stadium	2015
2012	General Counsel		ARC - Ad Lumen Press	2015
2012	General Counsel		Forged Checks	2015
2012	General Counsel		CRC Sewer Pipe	2015
2013	General Counsel		Assembly Bill 556 Military Policy	2016
2013	General Counsel		FBI Citizens' Academy	2016
2013	General Counsel		ARC Journalism	2016
2013	General Counsel		OPEB Documents	2016
2013	General Counsel		Chron Out	2016
2013	General Counsel		Misc. Trustee documents	2016
2013	General Counsel		FM - Bid 10017 Davis Center	2016
2015	General Counsel		Student Intern	2016
1997-2010	General Counsel		LRCEA General Info	2000-2013
1998-1999	General Counsel		Form 700s	2005-2006
2002-2012	General Counsel		Misc. Subpoenas	2005-2015
2004-2006	General Counsel		Stop Notices	2008-2010
2006-2008	General Counsel		Form 700s	2014-2016
2008-2012	General Counsel		Correspondence re Potential Liability Claims through 6/30/12	2012-2016
2008-2013	General Counsel		ABC Licenses	2011-2016
2010-2011	General Counsel		Stop Notices	2014-2015
2012-2014	General Counsel		HR/WC Meeting Agendas	2016
2012-2014	General Counsel		GC Program Review	
2005-2006	Purchasing	3636	POs 1029400-1030399	2009-2010
2009-2010	Purchasing	3075	POs 3011550-3012499	2011-2012


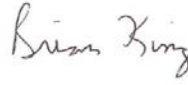
**Los Rios Community College District  
AMERICAN RIVER COLLEGE**

<b>Fiscal Year Documents Originated</b>	<b>Department</b>	<b>Box #</b>	<b>Documents</b>	<b>Fiscal Year Eligible for Destruction</b>
2012-2013	ARC College Store		Bank Reconciliations	2015-2016
2012-2013	ARC College Store		AP Vouchers	2015-2016
2012-2013	ARC College Store		AR Invoices	2015-2016
2012-2013	ARC College Store		Sales Reports	2015-2016
2012-2013	ARC College Store		Buyback Reports	2015-2016
2012-2013	ARC College Store		Buyback & Refund Receipts	2015-2016
2012-2013	ARC College Store		Credit Card & Deposit Receipts	2015-2016
2012-2013	ARC College Store		CARE/EOPS Vouchers	2015-2016

# LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 14, 2016

<b>SUBJECT:</b>	Special Event Authorization	ATTACHMENT: None	
		ENCLOSURE: None	
<b>AGENDA ITEM:</b>	Consent Item M	TYPE OF BOARD CONSIDERATION:	
<b>RECOMMENDED BY:</b>	 JP Sherry, General Counsel	CONSENT/ROUTINE	X
		FIRST READING	
<b>APPROVED FOR CONSIDERATION:</b>	 Brian King, Chancellor	ACTION	
		INFORMATION	

**BACKGROUND:**

Pursuant to board policy P-1414, special events are shows, private parties, concerts, theatrical productions, and other events held on a District premises for which the principal attendees are members of the general public or invited guests and not students of the District.

**STATUS:**

At the below-listed special events, event sponsors have submitted applications for permission to serve alcohol.

**Community/External Events**

Date of Event	College	Location	Name of Event	Alcohol
Dec. 17, 2016	SCC	Performing Arts Center	Camellia Symphony Orchestra	Wine



**RECOMMENDATION:**

It is recommended that the Board of Trustees approve the applications as listed.

# LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 14, 2016

<b>SUBJECT:</b>	Ratify: Grants and Contracts Awarded	ATTACHMENT: None	
		ENCLOSURE: None	
<b>AGENDA ITEM:</b>	Consent Item N	TYPE OF BOARD CONSIDERATION:	
<b>RECOMMENDED BY:</b>	 Susan L. Lorimer, Deputy Chancellor	CONSENT/ROUTINE	X
		FIRST READING	
<b>APPROVED FOR CONSIDERATION:</b>	 Brian King, Chancellor	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
Northern California STREAM Pathways Consortium (NCSPC) <ul style="list-style-type: none"> <li>• Enable Yolo County Office Education and LRCCD to implement the Northern California STREAM Pathways Consortium.</li> <li>• 7/1/2016 through 6/30/2017</li> <li>• Administrator: Gabriel Meehan/ AVP, Economic and Workforce Development</li> </ul>	SCC	\$51,000	Yolo County Office of Education
CTE Data Unlocked Initiative <ul style="list-style-type: none"> <li>• Funding to provide technical assistance and support college planning.</li> <li>• 7/1/2016 through 10/31/2017</li> <li>• Administrator: Jerome Countee/ Associate Vice President, Instruction and Workforce Development</li> </ul>	ARC	\$50,000	Rancho Santiago CCD
21st Century Skills Curriculum Integration <ul style="list-style-type: none"> <li>• Funds to incorporate "21<sup>st</sup> Century Skills Curriculum" into BUS330 courses at FLC.</li> <li>• 11/11/2016 through 6/30/2017</li> <li>• Administrator: Brian Robinson / Dean, Rancho Cordova Center</li> </ul>	FLC	\$7,500	Solano CCD
Leadership Development Funding Award <ul style="list-style-type: none"> <li>• Funding to provide training to better coordinate planning, implementation and outcomes of statewide initiatives.</li> <li>• 11/11/2016 through 6/30/2017</li> <li>• Administrator: Kathleen Kirklin / Vice President of Administration</li> </ul>	FLC	\$50,000	CA Community Colleges Chancellor's Office

**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: December 14, 2016

<b>SUBJECT:</b>	Ratify: New Contracts and Renewals	ATTACHMENT: None	
		ENCLOSURE: None	
<b>AGENDA ITEM:</b>	Consent Item O	TYPE OF BOARD CONSIDERATION:	
<b>RECOMMENDED BY:</b>	Theresa Matista, Vice Chancellor Finance & Administration <i>Theresa Matista</i>	CONSENT/ROUTINE	X
		FIRST READING	
<b>APPROVED FOR CONSIDERATION:</b>	Brian King, Chancellor <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
ARC Liberal Arts Modernization architectural and engineering services for the design and construction of swing space	\$102,225.00	I	10/26/16 – 10/26/20	Dean F. Unger Architects, Inc.	FM
Consulting services & technical assistance for Asian American and Native American Pacific Islander-Serving Institutions Program (AANAPISI)	\$35,000.00	I	07/01/16 - 06/30/17	Lighthouse Consulting, Inc.	ARC
DOC DW ancillary cooling – investigative & design services Project 283	\$25,600.00	I	10/26/16 - 10/26/20	Glumac International	FM
Learning Management System (LMS) administration and integration	\$29,900.00	I	11/21/16 – 06-30-17	Dynamic Campus Solutions, Inc.	DO
CRC Security Improvement Project Inspector of Record Project 258	\$30,000.00	I	11/8/16 - 11/8/18	Mark A Robertson	FM
SCC Union Stadium accessibility & code feasibility review	\$10,650.00	I	11/21/16 - 11/21/17	Gary Roberts Architect Inc.	FM
DW service for building automation system	\$146,778.40	R	7/1/16 – 6/30/17	Honeywell	FM

**RECOMMENDATION:**

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

# LOS RIOS COMMUNITY COLLEGE DISTRICT

**PRESENTED TO BOARD OF TRUSTEES**

**DATE:** December 14, 2016

<b>SUBJECT:</b>	Ratify: Affiliation and Other Agreements	ATTACHMENT: Yes	
		ENCLOSURE: None	
<b>AGENDA ITEM:</b>	Consent Item P	TYPE OF BOARD CONSIDERATION:	
<b>RECOMMENDED BY:</b>	<div style="text-align: right;"><i>Theresa Matista</i></div> Theresa Matista, Vice Chancellor Finance & Administration	CONSENT/ROUTINE	X
		FIRST READING	
<b>APPROVED FOR CONSIDERATION:</b>	<div style="text-align: right;"><i>Brian King</i></div> Brian King, Chancellor	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 agenda item is used to ensure compliance with this obligation.

**STATUS:**

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

1. Los Rios Community College District and Trane U.S. Inc. established a facility use agreement for the purpose of training customers on Trane products at Sacramento City College MET Lab. The training will also be available to SCC students and staff. In addition, Trane U.S. Inc. is donating Variable Refrigerant Flow (VRF) equipment valued at \$34,299.
  
2. Attached is a 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.

## ALLIED HEALTH AGREEMENTS FOR CLINICAL PLACEMENTS

Agency	Clinical Program	Campus	Contract Date	Term
Sierra Family Dental	Dental Asst.	SCC	10/24/2016	Evergreen
Sedwick, CMS	HIT	CRC	10/27/2016	Evergreen
Patient Dental	Dental Asst.	SCC	10/27/2016	Evergreen
AlphaOne Ambulance Medical Services	Paramedic	ARC	11/2/2016	EXP: 11/2/2019
Whitney Oaks Care Center	PTA/OTA	SCC	11/17/2016	Evergreen
Sonora Regional Medical Center	PTA/OTA	SCC	11/17/2016	Evergreen
Oroville Hospital	PTA/OTA	SCC	1/20/2017	EXP: 1/20/2019

\*PTA – Physical Therapy Assistant, OTA – Occupational Therapy Assistant

\* HIT – Health Information Technology

3. Below is a list of Facility Use Agreements for events where the facilities are provided free of charge or events where the District has or will receive payment from the user.

### FACILITY USE AGREEMENTS FOR ON-CAMPUS

Campus	Type of Agreement	Permit Number
EDC	Facility Use	EDC-2017-004
EDC	Facility Use	EDC-2017-005
EDC	Facility Use	EDC-2017-006
EDC	Facility Use	EDC-2017-007
EDC	Facility Use	EDC-2017-008
FLC	Facility Use	FLC 16-168
FLC	Facility Use	FLC 16-173
FLC	Facility Use	FLC 16-174
FLC	Facility Use	FLC 16-175
FLC	Facility Use	FLC 16-176
FLC	Facility Use	FLC 16-177
FLC	Facility Use	FLC 16-178
FLC	Facility Use	FLC 16-181
Harris Center	Facility Use	10883
Harris Center	Facility Use	10850
Harris Center	Facility Use	10844
Harris Center	Facility Use	10509
Harris Center	Facility Use	10493
Harris Center	Facility Use	10311
Harris Center	Facility Use	10313
Harris Center	Facility Use	10314
Harris Center	Facility Use	10291
Harris Center	Facility Use	10873
Harris Center	Facility Use	10889
Harris Center	Facility Use	10822

#### RECOMMENDATION:

It is recommended that the Board of Trustees ratify and/or approve the agreements identified in this board agenda item.

# LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 14, 2016

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

**BACKGROUND:**

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

CHANGE ORDERS					
Bid No	Description	Change Amount	Change Number	Vendor	New Contract Total
16003	ARC Athletic Fields	\$25,786	3 (final)	Diede Construction Inc.	\$5,967,506
15007	CRC Infrastructure Hydronic Modifications	\$56,758	2	Diede Construction, Inc.	\$2,221,064
16013	CRC EGC Monument Sign Construction	(\$5,000)	1	Abide Builders, Inc.	\$67,000
14021	DW Elevator Service	\$903	1	Thyssenkrupp Elevator	\$92,023
15031	ARC Chiller Replacement (Boiler PLT)	\$3,992	1	ACCO Engineered Systems, Inc.	\$368,942

**RECOMMENDATION:**

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



# LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 14, 2016

<b>SUBJECT:</b>	Disposition of Surplus Equipment	ATTACHMENT: None	
		ENCLOSURE: None	
<b>AGENDA ITEM:</b>	Consent Item R	TYPE OF BOARD CONSIDERATION:	
<b>RECOMMENDED BY:</b>	Theresa Matista, Vice Chancellor Finance & Administration <i>Theresa Matista</i>	CONSENT/ROUTINE	X
		FIRST READING	
<b>APPROVED FOR CONSIDERATION:</b>	Brian King, Chancellor <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 governing board may, by unanimous vote, dispose of items valued at \$5,000 or less by private sale without advertising or selling the items at public auction. The District has 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 of, 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: 3 amps; 1 cabinet; 1 calculator; 5 cash registers; 2 cassette decks; 2 CD players; 16 chairs; 1 coat hanger; 1 component; 19 computers; 1 computer station; 1 console; 1 controller; 3 desks; 1 drum stand; 1 dynamic scale; 3 easels; 1 envelope feeder; 2 fax machines; 1 fence cloth; 7 file cabinets; 1 folding table; 2 garbage cans; 1 inserter; 24 keyboards; 1 keyboard stand; 20 laptops; 1 laser disc player; 3 lockers; 1 mailing system; 1 microwave; 7 mixers; 2 monitors; 1 music stand; 20 outdoor ashtrays; 4 outdoor benches; 6 piano benches; 2 pianos; 1 platform scale; 1 podium; 20 power cords; 2 power supplies; 9 printers; 1 refrigerator; 1 remote control; 1 sound module; 7 speakers; 9 switches; 1 tape player; 12 tennis court nets; 1 turntable; 2 unidisks; 1 VCR cassette holder and 4 zip drives. 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: December 14, 2016

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

**BACKGROUND:**

A listing of purchase orders, warrants, checks and wires issued during the period of October 16, 2016 through November 15, 2016 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 electronic transfers that are reflected on the attached schedule.

PURCHASE ORDERS			
General Fund	0001089498-0001090026 B117690-B117726	\$ 3,526,473.08	
Capital Outlay Fund	0003016999-0003017043 -		
Child Development Fund	0006000780-0006000781		
Self-Insurance Fund	0009000369-0009000369		
WARRANTS			
General Fund	738481-739622,739624- 739720	\$ 10,442,787.50	
General Fund-ARC Instructional Related	006818-006938		
General Fund-CRC Instructional Related	022426-022467		
General Fund-FLC Instructional Related	030951-030967		
General Fund-SCC Instructional Related	045594-045715		
Capital Outlay Fund	831332-831417		
Student Financial Aid Fund	900012-900031		
Child Development Fund	954278-954289		
Self-Insurance Fund	976342-976347		
Payroll Warrants	328073-329942		\$ 8,634,349.13
Payroll Vendor Warrants	61178-61327		
November Leave Process	329943-331572		
CHECKS			
Financial Aid Disbursements (E-trans)	-	\$ 19,117,768.54	
Clearing Checks	2628-2630	\$ 6,600.00	
Parking Checks	2939-2942	\$ 109.00	
Bookstore Fund – ARC	30938-31025	\$ 448,489.27	
Bookstore Fund – CRC	026962-026987		
Bookstore Fund – FLC	9555-9601		
Bookstore Fund – SCC	048630-048672		
Student Clubs Agency Fund – ARC	5087-5111	\$ 101,616.80	
Student Clubs Agency Fund – CRC	4147-4175		
Student Clubs Agency Fund – FLC	2170-2185		
Student Clubs Agency Fund – SCC	3501-3529		
Foundation – ARC	5108-5155	\$ 108,185.31	
Foundation – CRC	2200-2217		
Foundation – FLC	1229-1241		
Foundation – SCC	3905-3935		
Foundation – DO	0818-0823		
Associated Students Trust Fund – ARC	0814-0828	\$ 12,510.60	
Associated Students Trust Fund – CRC	0675-0679		
Associated Students Trust Fund – FLC	0594-0598		
Associated Students Trust Fund – SCC	-		
Regional Performing Arts Center Fund	USI Check System 4231-4295	\$ 393,869.28	
ELECTRONIC TRANSFERS			
Board of Equalization	-	\$ 7,500.00	
PARS	-	\$ -	
Vendors	-	\$ -	
Backup Withholding	-	\$ 626.10	
Retiree Health Trust	-	\$ -	
Self-Insurance	-	\$ 115,494.84	
Bookstore	-	\$ 100,107.61	
Payroll Direct Deposit Advices	816093-820833	\$ 12,399,508.38	
Other Payroll Transactions		\$ 9,672.00	

STALE DATED WARRANT					
Payee (Employee ID)	Date Requested	Original Date	Original №	Reissued №	Amount
38235	10/25/16	11/26/12	657829	739642	\$120.54
38247	10/31/16	10/31/12	656176	739646	\$132.46

# LOS RIOS COMMUNITY COLLEGE DISTRICT

**PRESENTED TO BOARD OF TRUSTEES**

**DATE:** December 14, 2016

<b>SUBJECT:</b>	Warrant – Opening Doors	ATTACHMENT: None	
		ENCLOSURE: None	
<b>AGENDA ITEM:</b>	Consent Item T	TYPE OF BOARD CONSIDERATION:	
<b>RECOMMENDED BY:</b>	<div style="text-align: right;"><i>Theresa Matista</i></div> Theresa Matista, Vice Chancellor Finance & Administration	CONSENT/ROUTINE	X
		FIRST READING	
<b>APPROVED FOR CONSIDERATION:</b>	<div style="text-align: right;"><i>Brian King</i></div> Brian King, Chancellor	ACTION	
		INFORMATION	

**STATUS:**

The following warrant was issued during the period of October 16, 2016 through November 15, 2016:

Payee: Opening Doors      Warrant Number 739623      Amount: \$273.00

**RECOMMENDATION:**

It is recommended that the Board of Trustees approve this warrant.

# LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 14, 2016

<b>SUBJECT:</b>	Short-Term Temporary Employee Projections	ATTACHMENT: Yes	
		ENCLOSURE: None	
<b>AGENDA ITEM:</b>	Consent Item U	TYPE OF BOARD CONSIDERATION:	
<b>RECOMMENDED BY:</b>	Brian King, Chancellor <i>Brian King</i>	CONSENT/ROUTINE	X
		FIRST READING	
<b>APPROVED FOR CONSIDERATION:</b>	Brian King, Chancellor <i>Brian King</i>	ACTION	
		INFORMATION	

**BACKGROUND:**

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

**STATUS:**

The District continues to have a need for short-term temporary employees. The attached document estimates the District’s need for temporary employees from January 1, 2017 to June 30, 2017, based on the highest number of temporary employees utilized in any of the preceding three years.

**RECOMMENDATION:**

It is recommended that the Board of Trustees approve the attached list of district-wide anticipated short-term temporary employee classifications, authorizing employment of short-term employees for the period January 1, 2017 through June 30, 2017. The Human Resources Department will place the names of the short-term temporary employee hires on the subsequent Board Agendas.

**Los Rios Community College District**  
**Temporary Classified Staff Anticipated Districtwide Need**  
**January 1, 2017 through June 30, 2017**

Temporary Classified Position:	Anticipated Number of Temporary Classified Staff:
Account Clerk I	15
Account Clerk II	11
Administrative Asst. I	13
Administrative Asst. II	1
Admissions/Records Clerk I	8
Admissions/Records Clerk II	4
Admissions/Records Clerk III	5
Admissions/Records Evaluator I	8
Advanced Interpreter	5
Art Model	5
Assistant Coach	50
Asst Sports Program Director	4
Asst. Coach - Track&Field (M)	3
Asst. Coach-Baseball	5
Asst. Coach-Soccer (W)	1
Asst. Coach-Softball	4
Asst. Coach-Swimming (M&W)	2
Asst. Coach-Swimming (M)	1
Asst. Coach-Swimming (W)	1
Asst. Coach-Tennis (M&W)	1
Asst. Coach-Track&Field (M&W)	1
Asst. Coach-Track&Field (W)	1
Asst. Financial Aid Officer	7
Athletic Trainer	16
Beginning Interpreter	49
Bookstore Aide	13
Bookstore Clerk I	16
Bookstore Clerk II	2
Bookstore Stock Clerk	2
Buyer II	1
Buyer III	1
Campus Patrol	136
Child Dev Ctr Assoc. Teacher	2
Child Dev Ctr Teacher	3
Clerk I	156
Clerk II	28
Clerk III	45
College Recv Clerk/Storekeeper	1
College Reserve Police Officer	1

Temporary Classified Position:	Anticipated Number of Temporary Classified Staff:
Counseling Clerk I	9
Counseling Clerk II	25
Custodian	47
DSP&S Clerk	13
Educational Media Design Spec	1
Educational Services Aide	2
Financial Aid Clerk I	24
Financial Aid Clerk II	19
Financial Aid Officer	2
Game Timer	3
Grant Coordination Clerk	2
Graphic Designer	3
Groundskeeper	5
Health Services Assistant	1
Instructional Assistant	229
Instructional Svcs Assist I	1
Instructional Svcs Assist. II	1
Intermediate Interpreter	13
IT Technician I	2
Laboratory Technician	6
Library/Media Tech Assistant	2
Lifeguard I	3
Lifeguard II	1
Maintenance Technician I	1
Office Aide	1
Outreach Specialist	4
PE/Athletic Attendant	2
Police Comm Dispatcher	10
Printing Services Operator II	2
Reader/Tutor	6
Recruit Training Officer	4
Research Analyst	3
Senior IT Technician	2
Special Projects	237
Specialty Coach	10
Sports Athletic Trainer	4
Sports Instructor I	4
Sports Program Director	4
Student Affairs Specialist	1

**Los Rios Community College District**  
**Temporary Classified Staff Anticipated Districtwide Need**  
**January 1, 2017 through June 30, 2017**

Temporary Classified Position:	Anticipated Number of Temporary Classified Staff:
Student Personnel Assistant	104
Studnt Succs & Supp Prgm Spec	3
Swimming Instructor I	8
Swimming Instructor II	9

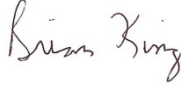

Temporary Classified Position:	Anticipated Number of Temporary Classified Staff:
Swimming Pool Cashier	2
TANF/CalWORKs Specialist	4
Toolroom Equip Attendant	2
Tutorial Services Assistant	2



# LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 14, 2016

<b>SUBJECT:</b>	Temporary Classified Staff Projections	ATTACHMENT: Yes	
		ENCLOSURE: None	
<b>AGENDA ITEM:</b>	Consent Item V	TYPE OF BOARD CONSIDERATION:	
<b>RECOMMENDED BY:</b>	 Brian King Chancellor	CONSENT/ROUTINE	
		FIRST READING	
<b>APPROVED FOR CONSIDERATION:</b>	 Brian King, Chancellor	ACTION	X
		INFORMATION	

**BACKGROUND:**

The District salary schedules for Temporary Classified special-rate, Student Help and Temporary Interpreter employees need to be improved to reflect the increase in the minimum wage to \$10.50 per hour, which takes effect on January 1, 2017.

**STATUS:**

The student help schedule will be increased to the minimum wage of \$10.50 per hour, effective January 1, 2017. Student help employees are not subject to OASDI and therefore the net wage for student employees is slightly higher than employment in the private sector. Therefore, the salary schedules for temporary classified employees, maintenance/service and clerical/secretarial/paraprofessional special rate schedules are improved where necessary to the lowest rate on the temporary classified schedules of \$11.00 to offset OASDI.

**RECOMMENDATION:**

It is recommended that the Board of Trustees approve the salary schedules for student help/college work study employees, temporary classified employees maintenance services, temporary classified employees clerical/secretarial/paraprofessional, special rate temporary classified employees, temporary interpreter salary schedules effective January 1, 2017.

**Los Rios Community College District**  
**Salary Schedule for Temporary Classified Employees**  
**Clerical/Secretarial/Paraprofessional**

Effective January 1, 2017

Job Code	Title	Range	Part Time Hourly Rate
T141	Account Clerk I	17	11.63
T142	Account Clerk II	21	12.74
T143	Account Clerk III	25	13.94
T649	Accountant	35	17.51
T198	Accounting Specialist	40	19.61
T131	Administrative Assistant I	26	14.27
T133	Administrative Assistant II	28	14.93
T654	Administrative Services Analyst	44	21.48
T171	Admissions/Records Clerk I	17	11.63
T172	Admissions/Records Clerk II	20	12.44
T173	Admissions/Records Clerk III	23	13.33
T145	Admissions/Records Evaluator I	24	13.63
T151	Admissions/Records Evaluator II	28	14.93
T163	Admissions/Records Evaluator/Degree Auditor	29	15.27
T634	Animal Health Instructional Technician	30	15.62
T798	Assessment Center Testing Coordinator	38	18.74
T602	Assistant Financial Aid Officer	35	17.51
T313	Assistant Technical Director - Visual & Performing Arts Center (VAPAC)	37	18.32
T742	Attendance Services Assistant	27	14.60
T185	Bookstore Assistant Manager	37	18.32
T182	Bookstore Clerk I	16	11.36
T186	Bookstore Clerk II	18	11.90
T184	Bookstore Stock Clerk	21	12.74
T869	Building Automation and Systems Integration Analyst	57	28.87
T804	Business Services Assistant	35	17.51
T183	Buyer - Bookstore I	21	12.74
T195	Buyer - Bookstore II	25	13.94
T126	Buyer I	21	12.74
T127	Buyer II	25	13.94
T128	Buyer III	29	15.27
T116	Child Development Center Associate Teacher	12	11.00
T199	Child Development Center Lead Teacher	35	17.51
T194	Child Development Center Teacher	26	14.27
T192	Child Development Services Analyst	38	18.74
T810	Children's Center Clerk	20	12.44
T101	Clerk I (Temporary only)	12	11.00
T102	Clerk II	16	11.36
T103	Clerk III	20	12.44
T191	College Development Officer	35	17.51
T650	College Relations Specialist	38	18.74
T104	Community Services Clerk	22	13.03
T739	Computer Aided Drafting and Design Assistant	42	20.53

T803	Contract Education Program Developer	56	28.22
T123	Control Center Technician	22	13.03
T169	Cosmetology Service Assistant	30	15.62
T109	Counseling Clerk I	17	11.63
T110	Counseling Clerk II	21	12.74
T744	Data Communications Security Specialist	61	31.62
T129	Disabled Student Programs & Services (DSP&S) Clerk	17	11.63
T167	Educational Center Assistant	25	13.94
T130	Educational Media and Web Design Specialist	44	21.48
T806	Educational Media Design Specialist	37	18.32
T646	Electronics Calibration and Repair Technician	38	18.74
T175	Employee Benefits Technician	29	15.27
T180	Employee Benefits Specialist	40	19.61
T312	Event Services Specialist - Visual & Performing Arts Center (VAPAC)	34	17.12
T705	Facilities Planning and Engineering Specialist	56	28.22
T700	Facilities Planning Specialist	49	24.07
T138	Financial Aid Clerk I	17	11.63
T140	Financial Aid Clerk II	21	12.74
T604	Financial Aid Officer	38	18.74
T743	Fiscal Services Accounting Specialist	40	19.61
T149	Grant Coordination Clerk	20	12.44
T236	Graphic Artist	28	14.93
T801	Graphic Designer	29	15.27
T168	Health Services Assistant	21	12.74
T718	Information Technology Business/Technical Analyst I	57	28.87
T723	Information Technology Business/Technical Analyst II	61	31.62
T748	Information Technology Network Administrator Analyst I	57	28.87
T749	Information Technology Network Administrator Analyst II	61	31.62
T726	Information Technology Specialist I	44	21.48
T729	Information Technology Specialist II	50	24.62
T745	Information Technology Systems/Database Administrator Analyst I	57	28.87
T746	Information Technology Systems/Database Administrator Analyst II	61	31.62
T242	Information Technology Cable Plant Assistant	50	24.62
T809	Information Technology Technician I	25	13.94
T152	Information Technology Technician II	31	15.98
T208	Instructional Assistant	28	14.93
T166	Instructional Services Assistant I	24	13.63
T808	Instructional Services Assistant II	27	14.60
T207	Laboratory Technician	28	14.93
T741	Lead Instructional Assistant	30	15.62
T866	Lead Instructional Services Assistant	29	15.27
T600	Lead Laboratory Technician	30	15.62
T241	Lead Library/Media Technical Assistant	28	14.93
T114	Library/Media Technical Assistant	26	14.27
T105	Maintenance/Operations Clerk	22	13.03
T740	Marketing Specialist - Economic Development Center	50	24.62
T231	Media Systems/Resources Specialist	50	24.62
T200	Media Systems/Resources Technician I	32	16.35
T223	Media Systems/Resources Technician II	38	19.14

T115	Operations Technician	24	13.63
T108	Outreach Clerk	22	13.03
T618	Outreach Specialist	38	18.74
T660	Payroll Accountant	36	17.91
T146	Payroll Clerk I	23	13.33
T147	Payroll Clerk II	25	13.94
T652	Payroll Specialist	40	19.61
T179	Payroll Technician	29	15.27
T702	Printing Assistant	35	17.51
T106	Printing Services Operator I	17	11.63
T107	Printing Services Operator II	20	12.44
T178	Printing Services Operator III	23	13.33
T802	Printing Technician	33	16.73
T812	Program Assistant - REBRAC	23	13.33
T197	Program Assistant - Tech Prep	23	13.33
T268	Programmer I	44	21.48
T269	Programmer II	50	24.62
T174	Public Relations Specialist	38	18.74
T640	Public Relations Technician	30	15.62
T633	Public Services Assistant	35	17.51
T219	Reception/Telephone Console Attendant	17	11.63
T890	Recruit Training Officer (Temporary only)	64	33.85
T807	Research Analyst	50	24.62
T639	Risk Management Specialist	40	19.61
T417	Sacramento Regional Public Safety Training Center (SRPSTC) Developer	56	28.22
T125	Senior Buyer/Contract Specialist	40	19.61
T735	Senior Information Technology Business/Technical Analyst	64	33.85
T750	Senior Information Technology Network Administrator Analyst	64	33.85
T196	Senior Information Technology Specialist	57	28.87
T747	Senior Information Technology Systems/Database Administrator Analyst	64	33.85
T731	Senior Information Technology Technician	38	18.74
T276	Senior Programmer	57	28.87
T158	Staff Resources Center Assistant	28	14.93
T641	Student Affairs Specialist	44	21.48
T124	Student Personnel Assistant	28	14.93
T683	Student Success and Support Program (SSSP) Specialist	38	18.74
T707	TANF/CalWORKs Specialist	38	18.74
T271	Telecommunications System Coordinator	57	28.87
T272	Telecommunications System Designer	57	28.87
T234	Theatre Technician	28	14.93
T281	Ticket Office/Customer Relations Assistant - Visual & Performing Arts Center	28	14.93
T630	Tutorial Services Assistant	35	17.51

Board Approved:

**Los Rios Community College District  
Salary Schedule for Temporary Classified Employees  
Maintenance/Service**

Effective January 1, 2017

Job Code	Title	Range	Part Time Hourly Rate
T202	Campus Patrol (Temporary only)	19	13.10
T259	College Police Detective	35	18.40
T850	College Receiving Clerk/Storekeeper	24	14.54
T224	College Reserve Police Officer (Temporary only)	30	20.26
T210	College Safety Officer	27	15.50
T206	Custodian	21	13.66
T230	Environmental Systems Technician	37	19.22
T256	Equipment Mechanic I	35	18.40
T253	Equipment Mechanic II	39	20.07
T221	Grounds Irrigation Specialist/Groundskeeper	31	16.88
T220	Grounds Maintenance Technician	31	16.88
T211	Groundskeeper	23	14.24
T209	Head Custodian	25	14.85
T258	Head Grounds Maintenance Technician	35	18.40
T213	Head Groundskeeper	27	15.50
T243	HVAC Mechanic	39	20.07
T239	Lead Custodian	23	14.24
T251	Lead Equipment Mechanic	41	20.98
T235	Lead HVAC Mechanic	41	20.98
T263	Lead Maintenance Cabinetmaker	41	20.98
T250	Lead Maintenance Electrician	41	20.98
T218	Lead Maintenance Electronic/Alarm Technician	41	20.98
T252	Lead Maintenance Painter	41	20.98
T227	Lead Maintenance Plumber	41	20.98
T278	Lead Maintenance Technician	33	17.62
T229	Lead Skilled Maintenance Specialist	37	19.22
T244	Locksmith/Glazier	39	20.07
T245	Maintenance Cabinetmaker	39	20.07
T262	Maintenance Carpenter	39	20.07
T246	Maintenance Electrician	39	20.07
T261	Maintenance Electronic/Alarm Technician	39	20.07
T247	Maintenance Painter	39	20.07
T248	Maintenance Plumber	39	20.07
T255	Maintenance Roofer/Carpenter	39	20.07
T215	Maintenance Technician I	29	16.16
T222	Maintenance Technician II	31	16.88
T201	Mechanical/Electrical Systems Mechanic	37	19.22
T260	Mechanical/Electrical Systems Technician	37	19.22
T212	Police Officer	34	18.01
T240	Police Sergeant	36	18.80
T233	Physical Education/Athletic Attendant	22	13.95
T228	Skilled Maintenance Specialist	35	18.40
T203	Stock Clerk	21	13.66
T226	Toolroom Equipment Attendant	23	14.24
T204	Utility Worker	21	13.66
T249	Welder/Sheetmetal Worker	39	20.07

Board Approved:

**Los Rios Community College District  
Salary Schedule for Special Rate - Temporary Classified Employees**

Effective: January 1, 2017

<b>Job Code Number</b>	<b>Miscellaneous Services</b>	<b>Part Time Hourly Rate</b>
0080	Art Model	\$15.00
0068	Bookstore Aide	\$11.00
0070	Education Services Aide	\$11.00
0071	Office Aide	\$11.00
0042	Police Communication Dispatcher*	\$16.84
0045	Reader/Tutor	\$11.00
<b>Community Swimming/Sports Programs</b>		
0043	Assistant Coach	\$14.93
0025	Asst. Sports Program Director	\$15.25
0041	Athletic Trainer*	\$21.00
0085	Intercollegiate Game Technician	\$12.00
0030	Lifeguard I (Lifeguard Training)	\$11.00
0035	Lifeguard II (Community Water Safety)	\$12.00
0050	Specialty Coach	\$21.00
0046	Sports Instructor I	\$11.00
0047	Sports Instructor II (Sport certified or licensed)	\$13.25
0020	Sports Program Director	\$26.25
0005	Swimming Instructor I (CPR, First Aid, Community Water Safety)	\$11.00
0010	Swimming Instructor II (Lifeguard Training)	\$13.25
0040	Swimming Pool Cashier	\$11.00
<b>Special Projects</b>		
0077	Special Projects - Range I **	\$11.00 to \$49.99
0077	Special Projects - Range II ***	\$50.00 to \$100.00

\* *Position is subject to the minimum qualifications as noted on the job description.*

\*\* *Must be approved by Vice President of Administration.*

\*\*\* *Must be approved by HR administrator.*

Board Approved:

**Los Rios Community College District**  
**Student Help/College Work Study Employees**  
**Salary Schedule**

Effective January 1, 2017

<b>Classification #</b>	<b>Title</b>	<b>Part Time Hourly Rate</b>
001	Student Help	\$10.50
002	College Work Study	\$10.50

Board Approved:

**Los Rios Community College District**  
**Temporary Interpreter Salary Schedule**

Effective January 1, 2017

Number	Title	<i>Part Time Hourly Rate:</i>	Level I	Level II	Level III	Level IV
081	Student Intern		\$11.00	\$12.00	-----	-----
082	Beginning Interpreter		\$13.00	\$15.00	\$16.00	\$17.00
083	Intermediate Interpreter		\$19.00	\$21.00	\$23.00	\$25.00
084	Advanced Interpreter		\$32.00	\$35.00	-----	-----

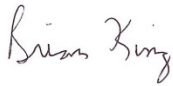

Board Approved:



# LOS RIOS COMMUNITY COLLEGE DISTRICT

**PRESENTED TO BOARD OF TRUSTEES**

**DATE:** December 14, 2016

<b>SUBJECT:</b>	Human Resources Transactions	ATTACHMENT: Yes	
		ENCLOSURE: None	
<b>AGENDA ITEM:</b>	Consent Item W	TYPE OF BOARD CONSIDERATION:	
<b>RECOMMENDED BY:</b>	 Brian King, Chancellor	CONSENT/ROUTINE	X
		FIRST READING	
<b>APPROVED FOR CONSIDERATION:</b>	 Brian King, Chancellor	ACTION	
		INFORMATION	

**RECOMMENDATION:**

It is recommended that the Board of Trustees approve the Human Resources transactions on the attached pages as well as a change to the salary placement for the Event Services Specialist – Visual & Performing Arts Center (VAPAC) position.

The recommended change is to move the Event Services Specialist – Visual & Performing Arts Center (VAPAC) position, Job Code 0312, up two ranges from its current placement at range 34 to 36. A recent review of additional duties assigned to this position since it was last reviewed warrant an increase commensurate with the responsibilities. The job description has been updated to reflect those duties. The annual step 1 cost is \$2,253.

**Los Rios Community College District**  
**2016-17 Interim**  
**Salary Ranges for LRCEA Classified Salary Schedule**

<b>Job Code</b>	<b>Title</b>	<b>Range</b>	<b>Full Time Annual Salary</b>	
0141	Account Clerk I	17	32,885	- 45,023
0142	Account Clerk II	21	36,017	- 49,310
0143	Account Clerk III	25	39,446	- 54,006
0649	Accountant	35	49,518	- 67,794
0198	Accounting Specialist	40	55,480	- 75,958
0131	Administrative Assistant I	26	40,354	- 55,248
0133	Administrative Assistant II	28	42,231	- 57,819
0654	Administrative Services Analyst	44	60,763	- 83,191
0171	Admissions/Records Clerk I	17	32,885	- 45,023
0172	Admissions/Records Clerk II	20	35,207	- 48,201
0173	Admissions/Records Clerk III	23	37,693	- 51,605
0145	Admissions/Records Evaluator I	24	38,559	- 52,791
0151	Admissions/Records Evaluator II	28	42,231	- 57,819
0163	Admissions/Records Evaluator/Degree Auditor	29	43,202	- 59,148
0634	Animal Health Instructional Technician	30	44,196	- 60,508
0798	Assessment Center Testing Coordinator	38	53,014	- 72,581
0602	Assistant Financial Aid Officer	35	49,518	- 67,794
0313	Assistant Technical Director - Visual & Performing Arts Center (VAPAC)	37	51,822	- 70,949
0701	Athletic Trainer	37	51,822	- 70,949
0742	Attendance Services Assistant	27	41,282	- 56,519
0185	Bookstore Assistant Manager	37	51,822	- 70,949
0182	Bookstore Clerk I	16	32,146	- 44,011
0186	Bookstore Clerk II	18	33,641	- 46,058
0184	Bookstore Stock Clerk	21	36,017	- 49,310
0869	Building Automation and Systems Integration Analyst	57	81,663	- 111,804
0804	Business Services Assistant	35	49,518	- 67,794
0183	Buyer - Bookstore I	21	36,017	- 49,310
0195	Buyer - Bookstore II	25	39,446	- 54,006
0126	Buyer I	21	36,017	- 49,310
0127	Buyer II	25	39,446	- 54,006
0128	Buyer III	29	43,202	- 59,148
0116	Child Development Center Associate Teacher	12	29,351	- 40,184
0199	Child Development Center Lead Teacher	35	49,518	- 67,794
0194	Child Development Center Teacher	26	40,354	- 55,248
0192	Child Development Services Analyst	38	53,014	- 72,581
0810	Children's Center Clerk	20	35,207	- 48,201
0102	Clerk II	16	32,146	- 44,011
0103	Clerk III	20	35,207	- 48,201
0191	College Development Officer	35	49,518	- 67,794
0650	College Relations Specialist	38	53,014	- 72,581
0104	Community Services Clerk	22	36,845	- 50,444
0739	Computer Aided Drafting and Design Assistant	42	58,061	- 79,492
0803	Contract Education Program Developer	56	79,827	- 109,291
0123	Control Center Technician	22	36,845	- 50,444
0164	Cook/Baker	21	36,017	- 49,310
0169	Cosmetology Service Assistant	30	44,196	- 60,508
0109	Counseling Clerk I	17	32,885	- 45,023
0110	Counseling Clerk II	21	36,017	- 49,310
0744	Data Communications Security Specialist	61	89,439	- 122,451
0129	Disabled Student Programs and Services (DSP&S) Clerk	17	32,885	- 45,023
0167	Educational Center Assistant	25	39,446	- 54,006
0130	Educational Media and Web Design Specialist	44	60,763	- 83,191
0806	Educational Media Design Specialist	37	51,822	- 70,949
0646	Electronics Calibration and Repair Technician	38	53,014	- 72,581
0180	Employee Benefits Specialist	40	55,480	- 75,958
0175	Employee Benefits Technician	29	43,202	- 59,148
0312	Event Services Specialist - Visual & Performing Arts Center (VAPAC)	34	48,404	- 66,270
		36	50,657	- 69,354
0705	Facilities Planning and Engineering Specialist	56	79,827	- 109,291
0700	Facilities Planning Specialist	49	68,080	- 93,208
0138	Financial Aid Clerk I	17	32,885	- 45,023
0140	Financial Aid Clerk II	21	36,017	- 49,310

Job Code	Title	Range	Full Time Annual Salary		
0604	Financial Aid Officer	38	53,014	-	72,581
0743	Fiscal Services Accounting Specialist	40	55,480	-	75,958
0161	Food Service Assistant I	10	28,046	-	38,397
0162	Food Service Assistant II	12	29,351	-	40,184
0165	Food Service Assistant Manager	24	38,559	-	52,791
0149	Grant Coordination Clerk	20	35,207	-	48,201
0236	Graphic Artist	28	42,231	-	57,819
0801	Graphic Designer	29	43,202	-	59,148
0168	Health Services Assistant	21	36,017	-	49,310
0718	Information Technology Business/Technical Analyst I	57	81,663	-	111,804
0723	Information Technology Business/Technical Analyst II	61	89,439	-	122,451
0748	Information Technology Network Administrator Analyst I	57	81,663	-	111,804
0749	Information Technology Network Administrator Analyst II	61	89,439	-	122,451
0726	Information Technology Specialist I	44	60,763	-	83,191
0729	Information Technology Specialist II	50	69,646	-	95,352
0745	Information Technology Systems/Database Administrator Analyst I	57	81,663	-	111,804
0746	Information Technology Systems/Database Administrator Analyst II	61	89,439	-	122,451
0242	Information Technology Cable Plant Assistant	50	69,646	-	95,352
0809	Information Technology Technician I	25	39,446	-	54,006
0152	Information Technology Technician II	31	45,212	-	61,900
0208	Instructional Assistant	28	42,231	-	57,819
0166	Instructional Services Assistant I	24	38,559	-	52,791
0808	Instructional Services Assistant II	27	41,282	-	56,519
0150	Interpreter/Transliterater I	28	42,231	-	57,819
0153	Interpreter/Transliterater II	32	46,252	-	63,324
0155	Interpreter/Transliterater III	36	50,657	-	69,354
0207	Laboratory Technician	28	42,231	-	57,819
0706	Lead Facilities Planning and Engineering Specialist	58	83,541	-	114,376
0741	Lead Instructional Assistant	30	44,196	-	60,508
0866	Lead Instructional Services Assistant	29	43,202	-	59,148
0600	Lead Laboratory Technician	30	44,196	-	60,508
0241	Lead Library/Media Technical Assistant	28	42,231	-	57,819
0157	Lead Police Communication Dispatcher	25	39,446	-	54,006
0114	Library/Media Technical Assistant	26	40,354	-	55,248
0105	Maintenance/Operations Clerk	22	36,845	-	50,444
0740	Marketing Specialist - Economic Development Center	50	69,646	-	95,352
0231	Media Systems/Resources Specialist	50	69,646	-	95,352
0200	Media Systems/Resources Technician I	32	46,252	-	63,324
0223	Media Systems/Resources Technician II	38	53,014	-	72,581
0115	Operations Technician	24	38,559	-	52,791
0108	Outreach Clerk	22	36,845	-	50,444
0618	Outreach Specialist	38	53,014	-	72,581
0660	Payroll Accountant	36	50,657	-	69,354
0146	Payroll Clerk I	23	37,693	-	51,605
0147	Payroll Clerk II	25	39,446	-	54,006
0652	Payroll Specialist	40	55,480	-	75,958
0179	Payroll Technician	29	43,202	-	59,148
0156	Police Communication Dispatcher	23	37,693	-	51,605
0702	Printing Assistant	35	49,518	-	67,794
0106	Printing Services Operator I	17	32,885	-	45,023
0107	Printing Services Operator II	20	35,207	-	48,201
0178	Printing Services Operator III	23	37,693	-	51,605
0802	Printing Technician	33	47,316	-	64,780
0812	Program Assistant - REBRAC	23	37,693	-	51,605
0197	Program Assistant - Tech Prep	23	37,693	-	51,605
0268	Programmer I	44	60,763	-	83,191
0269	Programmer II	50	69,646	-	95,352
0174	Public Relations Specialist	38	53,014	-	72,581
0640	Public Relations Technician	30	44,196	-	60,508
0633	Public Services Assistant	35	49,518	-	67,794
0219	Reception/Telephone Console Attendant	17	32,885	-	45,023
0807	Research Analyst	50	69,646	-	95,352
0639	Risk Management Specialist	40	55,480	-	75,958
0417	Sacramento Regional Public Safety Training Center (SRPSTC) Developer	56	79,827	-	109,291
0125	Senior Buyer/Contract Specialist	40	55,480	-	75,958
0735	Senior Information Technology Business/Technical Analyst	64	95,753	-	131,096
0750	Senior Information Technology Network Administrator Analyst	64	95,753	-	131,096
0196	Senior Information Technology Specialist	57	81,663	-	111,804

<b>Job Code</b>	<b>Title</b>	<b>Range</b>	<b>Full Time Annual Salary</b>	
0747	Senior Information Technology Systems/Database Administrator Analyst	64	95,753	- 131,096
0731	Senior Information Technology Technician	38	53,014	- 72,581
0276	Senior Programmer	57	81,663	- 111,804
0158	Staff Resources Center Assistant	28	42,231	- 57,819
0641	Student Affairs Specialist	44	60,763	- 83,191
0124	Student Personnel Assistant	28	42,231	- 57,819
0683	Student Success & Support Program (SSSP) Specialist	38	53,014	- 72,581
0707	TANF/CalWORKs Specialist	38	53,014	- 72,581
0271	Telecommunications System Coordinator	57	81,663	- 111,804
0272	Telecommunications System Designer	57	81,663	- 111,804
0234	Theatre Technician	28	42,231	- 57,819
0281	Ticket Office/Customer Relations Assistant-Visual & Performing Arts Center	28	42,231	- 57,819
0630	Tutorial Services Assistant	35	49,518	- 67,794

The max salary amounts in range include the 10, 15, 20 and 25-year longevity increments.

Effective: July 1, 2016

Board Approved: August 10, 2016

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

**APPOINTMENT(S)**

<u>Name</u>	<u>Subject/Position</u>	<u>Effective Date(s)</u>
	<u>Cosumnes River College</u>	
Pregliasco, Collin (M.S., American Public University)	Dean, Kinesiology, Health and Athletics	01/03/17
	<u>Folsom Lake College</u>	
Dixon, Melanie R. (M. S., Portland State University)	Vice President of Student Services	01/01/17
Wright, Matthew L. (M.A., California State University, Chico)	Dean of Kinesiology, Health, and Athletics	01/01/17

**APPOINTMENT TO TEMPORARY POSITION(S)**

<u>Name</u>	<u>Subject/Position</u>	<u>Effective Date(s)</u>
	<u>American River College</u>	
Stephenson, Jeffrey W. (Ph.D., Capella University)	Interim Associate Vice President of Student Services	12/01/16 – 02/15/2017
	<u>District Office</u>	
Cuny, Theresa M. (B. A., California State University, Sacramento)	Interim Director of Human Resources	07/06/16 – 06/30/17 (Revised)
	<u>Folsom Lake College</u>	
*Kirklin, Kathleen A. (M.B.A., Golden Gate University)	Interim President	01/01/17 – 06/30/17
McKechnie, Daniel L. (B.S., California State University, Sacramento)	Interim Vice President of Administration	01/01/17 – 06/30/17
Snowden, Robert L. (Ed. D., University of San Francisco)	Interim Dean, Visual and Performing Arts	01/01/17 – 06/30/17
	<u>Sacramento City College</u>	
Luff, Debra J. (Ed.D., University of the Pacific)	Interim Vice President, Student Services	02/18/16 – 01/31/17 (Revised)
Poindexter, Michael (M.Ed., University of Northern Iowa)	Interim College President	02/03/16 – 01/31/17 (Revised)

M A N A G E M E N T

<b>RECLASSIFIATION(S)</b>	
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<u>Name</u>	<u>Subject/Position</u>	<u>Effective Date(s)</u>
	<u>District Office</u>	
Carrasco, Joe J.	Director II, Systems and Programming From Director III, Systems and Programming	07/01/16

\*Kirklin, Kathleen A., Interim President

Significant Contract Terms:

Salary: \$208,534.03 – Step 1, Level B, includes longevity 3 of the 2016-17 Interim Management Salary Schedule

Health/Welfare Benefits: The Officer may select and participate in any District medical, dental, and other health plans available to other District scheduled administrators. Without regard to which health plan the Officer chooses, the Officer’s out-of-pocket costs for such premiums shall be no greater than any scheduled administrator for the lowest cost traditional health care plan (i.e. excluding Deductible Health Maintenance Organization or other nontraditional plans).

Auto Expenses: \$550.00/month for In-District Travel

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

**RESCISSION OF APPOINTMENT TO TEMPORARY POSITION(S)**

<u>Name</u>	<u>Subject/Position</u>	<u>Effective Date(s)</u>
	<u>Sacramento City College</u>	
Ader, Elaine R. (Ph.D., University of Michigan)	Interim Associate Vice President of Enrollment and Student Services	11/01/16 – 01/31/17

**RESIGNATION(S)**

<u>Name</u>	<u>Subject/Position</u>	<u>Effective Date(s)</u>
	<u>Folsom Lake College</u>	
Williams, David A.	Dean of Planning and Research, and Visual and Performing Arts	01/01/17

**RETIREMENT(S)**

<u>Name</u>	<u>Subject/Position</u>	<u>Effective Date(s)</u>
	<u>District Office</u>	
Meline, Douglas G.	Associate Vice Chancellor, Information Technology (After 3 years of service)	02/02/17

FACULTY

<b>APPOINTMENT(S)</b>		
<u>Name</u>	<u>Subject/Position</u>	<u>Effective Date(s)</u>
<u>American River College</u>		
Griffin, Robert C. (M.S., California State University, Sacramento)	Counselor	01/17/17
Tuifua, Amelia S. (M.S., University of Southern California)	Counselor	11/28/16 (Revised)
<u>Folsom Lake College</u>		
Alexander, Jenna M. (M.A., Central Michigan University)	Kinesiology Assistant Professor/Head Women's Softball Coach	01/12/17
<u>Sacramento City College</u>		
De Guzman, Emmylou V. (M.A.N., ERES Foreign Education Evaluation)	Nursing (LVN) Assistant Professor	01/12/17
Doron, David A. (D.P.T., A.T. Still University)	Physical Therapy Assistant Professor	01/12/17

<b>APPOINTMENT TO TEMPORARY POSITION(S)</b>		
<u>Name</u>	<u>Subject/Position</u>	<u>Effective Date(s)</u>
<u>American River College</u>		
Baldi, Alessandro (Ph.D., Educational Perspectives Foreign Education Evaluation)	Physics Assistant Professor, LTT	01/12/17 – 05/17/17
Regan, Debra S. (M.S., University of California, Davis)	Biology Assistant Professor, LTT	01/12/17 – 05/17/17
<u>Folsom Lake College</u>		
Stanphill, Cindy D. (M.A., California State University, Long Beach)	English Writing Assistant Professor, LTT (75.1%)	09/15/16 – 12/15/16

<b>LEAVE(S) OF ABSENCE</b>			
<u>Name</u>	<u>Subject/Position</u>	<u>Type</u>	<u>Effective Date(s)</u>
<u>Folsom Lake College</u>			
Brown, Krisi L.	English Assistant Professor	Medical	09/15/16 – 10/30/16



## FACULTY

**LEAVE(S) OF ABSENCE CONTINUED**

<u>Name</u>	<u>Subject/Position</u>	<u>Type</u>	<u>Effective Date(s)</u>
<u>Sacramento City College</u>			
Meyer, Virginia C.	Biology Professor	Medical (36.5%)	11/07/16 – 12/07/16

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

<u>Name</u>	<u>Subject/Position</u>	<u>Effective Date(s)</u>
<u>American River College</u>		
Joe, Don I.	Automotive Collision Professor	12/15/16

**PRE-RETIREMENT WORKLOAD REDUCTIONS(S)**

<u>Name</u>	<u>Subject/Position</u>	<u>FTE</u>	<u>Effective Date(s)</u>
<u>Folsom Lake College</u>			
McFaul, Stephen D.	Mathematics Professor	.700	08/17/17 – 05/31/20
<u>Sacramento City College</u>			
Cervin, Richard S.	ESL Professor	.800	08/17/17 – 05/31/22

**RETIREMENT(S)**

<u>Name</u>	<u>Subject/Position</u>	<u>Effective Date(s)</u>
<u>Cosumnes River College</u>		
Boeck, Rick E.	Film and Media Studies Professor (After 31 years of service)	12/16/16
Salmi, Andrea K.	Biology Professor (After 29 years of service)	05/18/17
<u>Folsom Lake College</u>		
Snell, Kenneth L.	Psychology Professor (After 30 years of service)	05/18/17

## FACULTY

**RETIREMENT(S) CONTINUED**

<u>Name</u>	<u>Subject/Position</u>	<u>Effective Date(s)</u>
	<u>Folsom Lake College</u>	
Tryhane, Gerald H.	Accounting/Business Professor (After 12 years of service)	05/18/17
	<u>Sacramento City College</u>	
Taylor, Timothy K.	Computer Information Science Professor (After 28 years of service)	12/16/16

**TEMPORARY, PART-TIME EMPLOYEES Summer 2016  
American River College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Birchall,Jill K.	Coordinator	20 %

**TEMPORARY, PART-TIME EMPLOYEES Summer 2016  
Cosumnes River College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Tennessee,Brian B.	Mathematics, General	47 %
Yarbrough,Michael	Mathematics, General	43 %

**TEMPORARY, PART-TIME EMPLOYEES Summer 2016  
Folsom Lake College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Rahman Jackson,Lishia	Counselor	38 %
Roberge,Andrea M.	Counselor	32 %
Snow,Camille D	Counselor	19 %
Tikhonova,Inna V.	Counselor	43 %
Wong,Calvin J	Counselor	11 %
Yang,Kou	Counselor	54 %

**TEMPORARY, PART-TIME EMPLOYEES Fall 2016  
American River College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Alexander,Carie D.	Counselor	44 %
Alexander,Carie D.	Counselor	15 %
Alexander,Carie D.	Counselor	1 %
Ayers,Harold R.	Administration of Justice	1 %
Ayres,Barbara C.	Sign Language Interpreting	10 %
Bagos,Albert J.	Administration of Justice	1 %
Cardenas,Theresa M.	Counselor	41 %
Dillon,Roger G.	Administration of Justice	1 %
Gable,Monica L.	Paralegal	27 %
Galvan,Joseph	Administration of Justice	1 %
Griffin,Robert C.	Counselor	15 %
Helms,Shelby C.	Coordinator	10 %
Herman,Kathryn M.	Counselor	48 %
Knight,Joanna Lee	Counselor	5 %
Konstantynov,Dmytro	Counselor	47 %
Lewis,Robert M.	General Work Experience	27 %
Nguyen,Alfonso K.	Counselor	17 %
** (B5) Palmer,Michael C.	Automotive Technology	3 %
Plezia-Missler,Dorothy E	Counselor	30 %
Ponce,Carlos F	Administration of Justice	1 %
Samadi,Parisa	Reading	50 %
Schroeder-Evans,Kimbra S.	Spanish	10 %
Thurman,Melissa	Counselor	16 %
Ward,Alison S.	Counselor	28 %
Welter,Lee O.	Emergency Medical Services	1 %
West Oyedele,Erica V.	Coordinator	20 %
Wonnell,Tamalpais	Technical Communication	38 %

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

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

**TEMPORARY, PART-TIME EMPLOYEES Fall 2016  
Cosumnes River College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Couchman,Heidi M.	Nurse	13 %
Dang,Tuong N.	Vietnamese	6 %
Gallet,Rachel M.	Business and Commerce, General	3 %
Horrell,Eldean J.	Business and Commerce, General	7 %
** (A1) Parker,Dawn S.	Counselor	20 %
Reece,Clayton A.	Chemistry, General	34 %
Schulte,Wilfred H.	Mathematics, General	63 %

**TEMPORARY, PART-TIME EMPLOYEES Fall 2016  
Sacramento City College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Aldabe,Bertrand C.	Environmental Control Technology (HVAC)	20 %
Dang,Tina G.	Counselor	13 %
Dang,Tina G.	Counselor	5 %
Garbett,Rick T.	Management Development & Supervision	20 %
Grueneberger,Arthur R.	Information Technology, General	14 %
Gutierrez,Alicia I.	Counselor	46 %
Gutierrez,Alicia I.	Counselor	4 %
Iwata,Susan J.	Spanish	53 %
Korp,Norbert Gunter	Dental Hygienist	35 %
Lagunas-Carvacho,Magaly A.	Spanish	37 %
Lee,Pao	Counselor	5 %
Lee,Pao	Counselor	7 %
McCoin,Thomas J.	Physical Therapy Assistant	52 %
** (A1) Michell,Douglas B.	ESL Reading	4 %
Peterson,Mark B.	Dental Hygienist	35 %
Piazza,Lisa R.	Cosmetology and Barbering	28 %
Piskun,Yelena	Counselor	3 %
Quiggle,Dexter	Dental Hygienist	13 %
** (B5) Schaeffer,Randy L.	Environmental Control Technology (HVAC)	20 %
Seban,Laurel P.	Fine Arts, General	7 %
Suy,Shaun	Counselor	3 %
Titus,Ann-Catrin	Fine Arts, General	14 %
Torres,Christopher P.	Counselor	4 %
Vargas-Onate,Jacqueline	Counselor	6 %
Veras,Clarisa	Spanish	10 %
Whitehead,Pamela L.	Fine Arts, General	7 %

**REGULAR EMPLOYEES - OVERLOAD ASSIGNMENTS Fall 2016  
American River College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Allie,Diana J.	Counselor	2 %
** (A2) Angelone,Michael A.	English	48 %
Ayala,Connie C.	Coordinator	20 %
Casper-Denman,Kristina E.	Anthropology	15 %
Fortman,Anita J.	Counselor	9 %

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

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

**REGULAR EMPLOYEES - OVERLOAD ASSIGNMENTS Fall 2016  
American River College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Fox,David E.	Software Applications	25 %
Hartin,Robert G.	Counselor	21 %
Hayes,Rebecca W.	Software Applications	35 %
Hayes,Rebecca W.	World Wide Web Administration	12 %
Hokerson,Lori K.	Psychology, General	30 %
Kiefer,Christian J.	English	8 %
Larabee,Charles	Software Applications	30 %
Mattson,Sarah S.	Art	13 %
Mitchell,Emilie B.	Psychology, General	28 %
Moore,Reyna C.	Counselor	3 %
Nazareno,Randy P.	Counselor	15 %
Padgett,Christopher D.	History	28 %
Rivers,Lynn Marie	Health Education	40 %
Tabares,Tressa E.	Political Science	20 %

**REGULAR EMPLOYEES - OVERLOAD ASSIGNMENTS Fall 2016  
Cosumnes River College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Hoskins,Ninfa E.	Counselor	3 %
Muranaka,Brandon I.	Mathematics, General	6 %

**REGULAR EMPLOYEES - OVERLOAD ASSIGNMENTS Fall 2016  
Sacramento City College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Bahhur,Riad N.	Type C Non-Instructional	10 %
Bahhur,Riad N.	Type C Non-Instructional	10 %
**(A5) Gilley,Shannon R.	Counselor	3 %
Guzman,Sandra G.	Counselor	14 %
Ruedas,Sandra R.	Counselor	6 %

**TEMPORARY, PART-TIME EMPLOYEES Spring 2017  
American River College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Ha,Annette A.	English	53 %
Hake,Patricia L.	English	40 %
Hall,Neda Nicole	Child Development/Early Care and Educatio	20 %
Hamkar,Behzad	History	20 %
Hanson,Delwin W.	Administration of Justice	0 %
Hanstad,Janet A.	Biology, General	60 %
Hawley,Amber Renee	Administration of Justice	0 %
**(A5) Hayes,David V.	Administration of Justice	0 %
Haywood,Laura C.	Physical Education	30 %
Hellesen,Richard S.	Dramatic Arts	40 %
Herman,Kathryn M.	Counselor	9 %
Hoag,Steven E.	Counselor	32 %

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**TEMPORARY, PART-TIME EMPLOYEES Spring 2017  
American River College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Hoban-Higgins,Tana M.	Physiology (Includes Anatomy)	50 %
Hoffman,Dale H.	Anthropology	35 %
** (A5) Hollenbeck,Shelly M.	Mathematics, General	33 %
** (B4) Hubbard,Kris H.	Administration of Justice	20 %
Hudson,Michael R.	Administration of Justice	0 %
Huerta,Teresa A.	Administration of Justice	0 %
Huggins,Ross R.	Administration of Justice	0 %
Hughes,Heather V.	Counselor	31 %
Hughes,Tori	Administration of Justice	0 %
James,Mary E.	Administration of Justice	0 %
Jameson,Richard L	Administration of Justice	0 %
Jardine,Christian M.	History	40 %
** (A1) Jennings,Nathan P.	Geographic Information Systems	24 %
Jeske,Dawn L.	Child Development/Early Care and Educatio	20 %
Jones,Erica Leigh	Geography	20 %
Jones,Jenny L.	Counselor	1 %
Jones,Jenny Mack	Accounting	27 %
Jones,Robert B.	Mathematics, General	33 %
Jones,Scott	Administration of Justice	0 %
Jungkeit,James J.	Administration of Justice	0 %
Kaneyuki,Brent Y.	Administration of Justice	0 %
Kapell,Matthew W.	Anthropology	20 %
Kaufmann,Amy E.	Biology, General	20 %
** (A1) Kawamoto,Walter T.	Sociology	20 %
Kelley,Sean M.	Administration of Justice	0 %
Kelly,Linda Louise	Psychology, General	20 %
Kennedy,Stacey C.	Nutrition, Foods, and Culinary Arts	20 %
Kiefer,Michelle L.	Coordinator	14 %
Kientz,Michelle L.	Counselor	36 %
Kingsnorth,Alice M.	Anthropology	20 %
Kiser,Sally J.	Economics	20 %
Kitching,Dale E.	Administration of Justice	0 %
Kloss,John T.	Sociology	60 %
Knettle,John R.	Geography	40 %
Knight,Joanna Lee	Counselor	1 %
Konstantynov,Dmytro	Counselor	33 %
Kronzer,Matthew	English	40 %
Kwong,Kenneth Richard	Fire Technology	20 %
Laird,Brian B.	Administration of Justice	0 %
Lambating,Julita Gabunada	Mathematics, General	33 %
Laughton,Barbara A.	English	47 %
Lee,Sara E.	History	40 %
Leighton,Uvieja Good	Speech Communication	20 %
Leonard,Michael Edward	Fine Arts, General	20 %
Lewis,Robert M.	General Work Experience	20 %
Lindgren,Erica	Biology, General	20 %
Lindgren,Erica	Physiology (Includes Anatomy)	35 %
Lingsweiler,Ryan W.	Speech Communication	40 %
Lommori,Michael L.	Administration of Justice	0 %
Long,Jackie R.	Administration of Justice	0 %
Longhitano,Amber L.	Counselor	36 %
Lowe,Aisha N.	Psychology, General	20 %
Luallin,Steven J.	Administration of Justice	0 %
Mar,James K.	Counselor	25 %

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**TEMPORARY, PART-TIME EMPLOYEES Spring 2017  
American River College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Marion,Derrick T.	Administration of Justice	0 %
Marmer,Richard	Psychology, General	60 %
Massetti,Thomas P.	Administration of Justice	0 %
Maurino,Molly A.	Physical Education	30 %
McCann,Sean P.	Administration of Justice	0 %
McCleary,Rebecca Marie	Mathematics, General	60 %
McCord,Karen	Human Services	20 %
McFadden,Dennis	English	53 %
McGinness,John P.	Administration of Justice	40 %
McGinnis,Marion E.	Accounting	27 %
McKee,Steve C.	Accounting	20 %
McKee,Steven C	Administration of Justice	0 %
McKenna,Michael Francis	Fire Technology	40 %
Mead,William A.	Computer Graphics and Digital Imagery	28 %
Menard,Sigrid A.	Counselor	53 %
Mendez,Shannon M.	English	53 %
Meux,Brian L.	Administration of Justice	0 %
Michaels,Craig	Administration of Justice	0 %
Miles,Robert L.	English	40 %
Miller,Roger Steven	Physics, General	20 %
Mirzaagha,Mohammad E.	Mathematics, General	60 %
Mitchell,Christopher B.	Fire Technology	20 %
Montoya,Sally E.	Administration of Justice	0 %
Mott,Rodney E.	Painting & Drawing	28 %
Mueller,Robert G.	Administration of Justice	0 %
Mulvihill,Shauna Marie	History	40 %
** (A5) Nedorezov,Svetlana	Mathematics, General	33 %
** (A1) Nelson,Curtis O.	Anthropology	35 %
Nelson,Douglas S.	Administration of Justice	0 %
Nguyen,Dung	Mathematics, General	60 %
Norton,Justin M.	Speech Communication	20 %
O'Donnell,Daniel G.	Business Administration	40 %
Palaspas,Candice	Counselor	26 %
Parker,John S.	Administration of Justice	20 %
Payroda,Dinesh C.	Coordinator	61 %
Pezone,John P.	Administration of Justice	0 %
Pino,Josh	Administration of Justice	0 %
Plantaric,Edward J.	Administration of Justice	0 %
Ponce,Carlos F	Administration of Justice	0 %
Powers,Matthew T.	Administration of Justice	0 %
Ramirez,Ann M.	Administration of Justice	0 %
Ramos,Gabriel F.	Administration of Justice	0 %
Rath,Jeffrey A.	Administration of Justice	0 %
** (B4) Raya,Raul	Administration of Justice	0 %
Roberts,Jeffrey C.	Biology, General	55 %
Robinson,Donna L.	Administration of Justice	0 %
Robison,Bradley O.	Administration of Justice	0 %
Rochford,Jeffrey A.	Art	28 %
Rogers,Charles W.	Administration of Justice	0 %
** (B4) Rose,David A.	Administration of Justice	0 %
Rowe,Harold E.	Administration of Justice	0 %
Sacchi,Dario	Psychology, General	60 %
** (A2) Safvi,Syed A.	Mathematics, General	27 %
** (A2) Salluzzo,Michelle Anne	Child Development/Early Care and Educatio	20 %

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**TEMPORARY, PART-TIME EMPLOYEES Spring 2017  
American River College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Saria,Robert J.	Administration of Justice	0 %
Saw,Alexander	Physics, General	35 %
Saw,Alexander	Astronomy	20 %
Schindler,Craig R.	Computer Graphics and Digital Imagery	28 %
Schleeter,Mary A.	General Work Experience	13 %
Schmid,Melody Paula	Biology, General	63 %
Scholz-Door,Kathryn L.	Administration of Justice	0 %
Shepherd,Elden B.	Administration of Justice	0 %
Simmons,Floyd Raymond	Administration of Justice	0 %
Smith,Carlos D.	Administration of Justice	0 %
Snook,Robert W.	Administration of Justice	0 %
Sowards,Timothy L.	Administration of Justice	0 %
Spino, Frank G.	Administration of Justice	0 %
Spurgeon,Chris A.	Administration of Justice	0 %
Stapleton,Michael E.	Administration of Justice	0 %
Stincelli, Carl A.	Administration of Justice	0 %
Stylos,Danelle	Administration of Justice	0 %
Sundin,Daniel R.	Microbiology	40 %
Swanson,Maureen A.	Administration of Justice	0 %
Sweeney,Thomas D.	Administration of Justice	0 %
Swift,Charles A.	Administration of Justice	0 %
Truby,Timothy L.	Administration of Justice	0 %
** (A5) Verdoorn,Dirk D.	Geography	20 %
Walker,Eric S.	Administration of Justice	0 %
Warren,Marshall T.	Administration of Justice	0 %
Whitt,David	Fire Technology	20 %
Wiggins,Christine J.	Administration of Justice	0 %
Winford,Geoffrey M.	Administration of Justice	0 %

**TEMPORARY, PART-TIME EMPLOYEES Spring 2017  
Cosumnes River College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Ahearn,Thomas T.	English	40 %
Allen,Thomas J.	Psychology, General	60 %
Anzini-Varesio,Rosemary	Sociology	20 %
Apple,George W.	Fire Technology	20 %
Babka,Cary M.	Television (including combined TV/film/v	28 %
Babka,Cary M.	Dramatic Arts	30 %
** (A5) Bahm,Naomi I.	Psychology, General	30 %
Bahneman,Donna A.	Human Services	60 %
Barkley,Emily J.	History	20 %
Biesiadecki,Mary R.	Veterinary Technician (Licensed)	53 %
Blackburn,Edmund B.	Ceramics	28 %
Blunk,Scott S.	Construction Inspection	20 %
BoarerPitchford,Julie K.	Nutrition, Foods, and Culinary Arts	20 %
Borges,Christopher J.	Spanish	15 %
Brandson,Margaret N.	Speech Communication	20 %
Brewer,Janet L.	Diagnostic Medical Sonography	7 %
Browne,Rachael E.	Sociology	60 %
Camacho,Rebecca W.	Spanish	20 %
Cann,John Allen	English	60 %
Carey,Brandon P.	Philosophy	20 %
Chase,Lawrence J.	Speech Communication	60 %

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**TEMPORARY, PART-TIME EMPLOYEES Spring 2017  
Cosumnes River College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Cinelli,Albert E	Philosophy	60 %
Colagross-Schouten,Angela M.	Veterinary Technician (Licensed)	43 %
Coronado Barraza,Victor A.	Spanish	27 %
Crowder,Marcus	Film Studies	20 %
Dale,Jeffrey J.	Philosophy	60 %
Dartez,Gail A	Dramatic Arts	40 %
Davenport,Carly S.	Mass Communications	20 %
Dimond,Alison G.	Nutrition, Foods, and Culinary Arts	40 %
Dobson,Veronica E.	Psychology, General	60 %
Donovan,Geri M.	Fine Arts, General	60 %
Dunn,Robert J.	History	20 %
Edmonds,Jason L.	Anthropology	60 %
Falloon,Matthew T.	English	20 %
Faucett,Jillian E.	Psychology, General	30 %
Feuerbach,Mark J.	Welding Technology	28 %
Finnegan,Terrence E.	Radio and Television	20 %
Finnegan,Terrence E.	Broadcast Journalism	28 %
Flynn,Katherine A.	Veterinary Technician (Licensed)	20 %
Ford,Kelsey P.	English	47 %
** (B5) Freeman,Joshua A.	Fire Technology	20 %
Gilbert,Scott W.	Dramatic Arts	40 %
Gilgun,John	Speech Communication	60 %
Gilmore,Cassandra C.	Anthropology	55 %
Goshorn,Patricia J.	Health Occupations, General	40 %
** (B5) Haas,Richard A.	Fire Technology	20 %
Hailes,John W.	Health Information Coding	18 %
Hancock,Sarah	English	60 %
Hansen,Caroline V.	Reading	20 %
Harding,Matthew James	English	60 %
Harrington,Beverly J.	English	40 %
Hebert,Rodney Stafford	Music	22 %
Hee,Benjamin B.	Mathematics, General	33 %
Hicks,Charity C.	Information Technology, General	13 %
Hicks,Charity C.	Software Applications	27 %
Higgins,Kathleen Ann	Applied Photography	28 %
Hoang,Frank A.	Chemistry, General	50 %
Hoang,Linda	Mathematics, General	67 %
Holden,Cherrelle L.	English	27 %
** (A5) Homan,Steve P.	Music	55 %
Horrell,Eldean J.	Business and Commerce, General	20 %
Horrell,Eldean J.	Office Technology/Office Computer Applicati	27 %
Houck,Ronald E.	Painting & Drawing	57 %
Howe,Dawn M.	Equine Science	20 %
Humphrey,Lindsey B.	Business and Commerce, General	20 %
Huynh,Sandra	Pharmacy Technology	27 %
Inoue,Faye S.	Health Occupations, General	27 %
James,William J.	Spanish	55 %
Jay-Anderson,Mary Alexis	Speech Communication	60 %
Johnson,John O.	Business Administration	20 %
Johnson,John O.	E-Commerce (business emphasis)	20 %
Johnson,Robert K.	Business and Commerce, General	20 %

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**TEMPORARY, PART-TIME EMPLOYEES Spring 2017  
Cosumnes River College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
** (B5) Johnson, Wilber	Radio	28 %
Karsiere, Sarma	Art	57 %
Kaufmann, Amy E.	Physiology (Includes Anatomy)	35 %
Keightley, Keir E	Geography	35 %
Keller, Derek L.	Music	56 %
Kolleda, Lance John	Business and Commerce, General	20 %
Kolleda, Lance John	Advertising	20 %
Korn, Charles	Automotive Technology	28 %
Kyubwa, Delphin B.	Information Technology, General	20 %
Landeros, Kathya	Applied Photography	57 %
Larsen, Lawrence C.	Mathematics, General	27 %
Le, Richard B.	Economics	20 %
Ledbetter, Starla C.	Health Information Coding	35 %
Lee, Samuel Sung	Information Technology, General	20 %
Lemoine, Florence A.	History	20 %
Leveille, Rebecca A.	Office Technology/Office Computer Applicati	13 %
Liang, Zhicheng	Economics	20 %
Limon, Kimberly T.	English	47 %
List, Mark R.	Earth Science	40 %
Loforte, Priscilla M.	Anthropology	55 %
Logan, Jason K.	Sociology	20 %
Luu, Sang Q.	Mathematics, General	33 %
Lyons, Kristine L.	Ceramics	28 %
Maduchukwu, Ifeanyi E	Accounting	20 %
Mahoney, Gregory C.	Civil & Construction Mgmt Technology	20 %
Marchak, Taras R.	English	40 %
Marslek, Michael R.	Accounting	27 %
Martinez, Maricela C.	Spanish	35 %
Mazzaferro, James J.	Music	43 %
McCarthy, Patti J.	Film Studies	20 %
McCollum, John M.	Automotive Technology	39 %
McCoy, Kelly I.	Culinary Arts	53 %
McNee, Shay D.	History	20 %
Meyers, Dennis	Economics	40 %
Mico, Don N	Physical Education	30 %
Mico, Don N	Health Education	20 %
Miller, Casey R.	English	20 %
Monnot, Andrew E.	Mathematics, General	33 %
Murakami-Smith, Lynne M.	Physical Education	45 %
Navarro, Murray F.	Mathematics, General	53 %
Nelsenador, Matt B.	Mathematics, General	33 %
Ngo, Tran N.	Mathematics, General	33 %
** (A5) Nguyen, Dameon Van	Sociology	60 %
** (A5) Nguyen, Hoang D.	Economics	40 %
Nielson, Jonathan M.	History	40 %
Nuttall, Johnathan Richard	Physiology (Includes Anatomy)	50 %
Ogilvie, Sheila M.	Academic Guidance	20 %
Okemiri, Chukwuemeka	Accounting	27 %
Oliver Graybill, Ann E.	Biology, General	50 %
Otiono, Erica N.	Child Development/Early Care and Educatio	40 %
** (B5) Palmer, Lynn E.	Civil & Construction Mgmt Technology	20 %

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Cosumnes River College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
** (B5) Palmer, Lynn E.	Construction Inspection	20 %
Pansius, Deborah H.	English	47 %
Perales, Chantel R.	English	60 %
Perkins-Moore, Deirdre	Information Technology, General	7 %
Perkins-Moore, Deirdre	Software Applications	7 %
Perkins-Moore, Deirdre	Computer Networking	46 %
Pinkerton, Matthew S.	Other Humanities	20 %
Reed, Arthur L.	Geology	20 %
Riddle, Lisa K.	ESL Writing	27 %
Riddle, Lisa K.	ESL Reading	27 %
Riese, Jon C.	Law, General	20 %
Riese, Kelly L.	Speech Communication	60 %
Rizam, Dilshod D.	Art	28 %
Rizam, Dilshod D.	Painting & Drawing	28 %
Roberge, Andrea M.	Learning Skills, Learning Disabled	15 %
Robinson, Curtis J.	Geography	20 %
Robinson, Tamara M.	Information Technology, General	7 %
Robinson, Tamara M.	Software Applications	7 %
Rodrigues, Matthew J.	Mathematics, General	60 %
Rojo, Desiree D.	Nutrition, Foods, and Culinary Arts	20 %
** (A1) Rolsch, Irene A.	Nutrition, Foods, and Culinary Arts	40 %
Rusmore, John	Geography	50 %
Saake, Miranda S.	English	40 %
Saibeni, August A.	Accounting	27 %
Sanchez, Hortencia Paras	Office Technology/Office Computer Applicati	13 %
Sands-Pertel, Judith A.	Music	58 %
Schreiner, John M.	Information Technology, General	20 %
Schreiner, John M.	Software Applications	27 %
Schrumpf, David J.	History	20 %
Seekatz, Sarah A.	History	20 %
** (A1) Shannon, Evelyn D.	Health Occupations, General	20 %
Shaver, Shelley L.	English	53 %
Short, Christina B.	Child Development/Early Care and Educatio	40 %
Short, Christina B.	Child Development Administration and Mana	13 %
Smith, Jeffrey D.	Automotive Technology	33 %
Smith, Leon T.	Classics-Humanities	20 %
Smith, Leon T.	Other Humanities	20 %
Sneed, Linda C.	English	47 %
Somadhi, Kakwasi	English	20 %
Soria Martin, Domingo DG	Mathematics, General	60 %
Speckman, Christian J.	Anthropology	55 %
Spisak, John H.	Information Technology, General	20 %
Spisak, John H.	Computer Support	31 %
Stafford-Banks, Candice A.	Microbiology	60 %
Stassi, Shirley T.	Information Technology, General	20 %
Stassi, Shirley T.	Software Applications	13 %
Steensland, Mark H.	Film Studies	60 %
Stern, Bradley A.	Psychology, General	20 %
Strong, Michael W.	Physics, General	20 %
Strong, Michael W.	Astronomy	40 %
Sultanova, Narmina	Music	37 %

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**TEMPORARY, PART-TIME EMPLOYEES Spring 2017  
Cosumnes River College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Taylor,Unity L.	Fine Arts, General	20 %
Terry,John D.	Architecture and Architectural Technology	33 %
Thunes,Clair	Equine Science	20 %
Treiber,Jeanette	English	20 %
Tsuboi,Kendra D.	English	40 %
Wallace,Jennifer C.	Dramatic Arts	50 %
Whalen,Jessica L.	Anthropology	60 %
Wheeler Abeyta,Sandra P.	Speech Communication	20 %
Wheelock,Janelle D.	Computer Graphics and Digital Imagery	28 %
Wheelock,Janelle D.	Painting & Drawing	28 %
Wiggins,Marcelle F.	Art	28 %
Wiggins,Marcelle F.	Painting & Drawing	28 %
Wildie,Kevin J.	History	50 %

**TEMPORARY, PART-TIME EMPLOYEES Spring 2017  
Folsom Lake College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Abeyta,Steve V.	English	20 %
Abney,Cort D.	Water and Wastewater Technology	20 %
Aghabeigi,Farah	Accounting	53 %
Alford,Purificacion M.	Spanish	35 %
Alkhayyat,Hanadi	Physical Education	15 %
Allen,Stephanie Dawn	Computer Programming	27 %
Baltimore,Paul R.	History	40 %
Barrish,Matthew B.	English	20 %
Barthel,Daniel O.	Economics	20 %
Bates,Andrew G.	Administration of Justice	23 %
Bauer,Christian A.	Philosophy	40 %
Beatty,Heather E.	English	47 %
Bliss,Kellie C.	Child Development/Early Care and Educatio	20 %
BoarerPitchford,Julie K.	Nutrition, Foods, and Culinary Arts	40 %
Boeh,Hali M.	Speech Communication	20 %
Bolton,S. Michele	Spanish	35 %
Brandson,Margaret N.	Speech Communication	20 %
Bria,Lauren E.	Chemistry, General	57 %
Buch,Dipali D	Business and Commerce, General	20 %
Buch,Dipali D	Business Management	20 %
Bulaong,Jesse Paul C.	Mathematics, General	27 %
Burke,Paul W.	Sociology	20 %
Cai,Yueqiang	Mathematics, General	33 %
** (A2) Chesbro,Cindy L.	Child Development/Early Care and Educatio	20 %
** (A5) Coco-Russell,Diana E.	Fine Arts, General	20 %
Cooper,Paul G.	History	20 %
Cruz,Ronald J.	English	47 %
Dale,Michael J.	Music	52 %
Daniels,Joyce Anne	Child Development/Early Care and Educatio	20 %
Divittorio,Amy M.	Spanish	35 %
Domek,Anna L.	General Work Experience	20 %
Downey,Robert J.	Geography	20 %
Droege,Brooke J.	Speech Communication	20 %

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**TEMPORARY, PART-TIME EMPLOYEES Spring 2017  
Folsom Lake College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Eitel,Juliet D.	Mathematics, General	33 %
Emad,Navid	French	35 %
Emmert,Megan E.M.	Classics-Humanities	20 %
Faulkner,Leisa A.	Sociology	40 %
Fisher,Kent B	Software Applications	20 %
Fitch,Susan M.	Economics	60 %
Funderburg,Kelly L.	General Work Experience	40 %
Garbett,Rick T.	Business Management	40 %
** (A5) Gaviola, Frank E.	Physical Education	30 %
** (A4) Germany, Talver J.	Fine Arts, General	20 %
** (A4) Germany, Talver J.	Painting & Drawing	28 %
Hamilton,William O.	Environmental Science	20 %
Hart,Aleris E.	Sculpture	28 %
Hart,Aleris E.	Jewelry	28 %
Hawkes,Wayne Christian	Chemistry, General	42 %
Hawley,Jenny L.	English	47 %
Hayes,John Brian	Fine Arts, General	28 %
Hayes,John Brian	Sculpture	28 %
Heiler,Felicia P.	Software Applications	23 %
Hendricks,Robert	Information Technology, General	20 %
** (B5) Herrmann,David M.	Water and Wastewater Technology	40 %
Herzberger,Benjamin R.	Other Humanities	20 %
Hicks,Andrea Joeleen	Speech Communication	20 %
Hicks,Charity C.	Office Technology/Office Computer Applicati	19 %
Hoffman,Dale H.	Sociology	20 %
Hopkins,Don R.	Administration of Justice	20 %
Hopkins,Don R.	Coordinator	40 %
** (A5) Howerter,Jennifer E.	English	20 %
Hygh,Larry R.	Media and Communications, General	20 %
Jacques,Molly M.	Physical Education	45 %
Jacques,Molly M.	Exercise Sciences/Physiology and Movemen	13 %
Jahangiri,Sayna	Microbiology	60 %
Jazbi,Parisa	Biology, General	20 %
Jazbi,Parisa	Microbiology	40 %
** (A1) Jennings,Nathan P.	Geographic Information Systems	11 %
Johnson,Glenn Allen	Computer Programming	35 %
** (A4) Johnston,Erin L.	Physical Education	30 %
** (A4) Johnston,Erin L.	Health Education	20 %
Jordan,Denis M.	Mathematics, General	20 %
Jorgensen,Alice C.	Physical Education	15 %
Kaufman,Cheryl A.	Business and Commerce, General	20 %
Knudson,Anita L.	English	20 %
Knudson,Anita L.	History	40 %
Kolleda,Lance John	Business and Commerce, General	20 %
Krabacher,Thomas S.	Geography	35 %
Laczko,Scott Purcell	Speech Communication	20 %
Laurent,Robert H.	Astronomy	50 %
LeFebvre,Edith E.	Speech Communication	20 %
Lynch,Blair N.	Psychology, General	20 %
Mabry,Morice L.	Business and Commerce, General	40 %
Maddock,Robert A.	History	40 %

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**TEMPORARY, PART-TIME EMPLOYEES Spring 2017  
Folsom Lake College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Magneson,Moira K.	English	40 %
Mailman,Erika L.	English	20 %
Manfredi,Joel A.	English	67 %
Mason,Shawn S.	Spanish	35 %
McClatchy,Jedd J.	Business and Commerce, General	20 %
McGhee,Kelly F.	Study Skills	20 %
McHenry,Jennifer L.	Geography	20 %
McKaig,Sandra L.	Mathematics, General	27 %
Meyer,Kristin M.	English	20 %
Middleton,Colin B.	Mathematics, General	33 %
Millington,James E.	Information Technology, General	35 %
Milton,Piper Isabeau	Fine Arts, General	20 %
Mirmobiny,Shadieh	Fine Arts, General	20 %
Mirmobiny,Shadieh	Humanities	20 %
Mitchell,Sunny Staton	Dance	15 %
Mohrmann,Peter R.	Film Studies	20 %
Morning,Kevin L.	Physical Education	15 %
Mukarram,Abida	Information Technology, General	20 %
Mukarram,Abida	Computer Programming	35 %
Mullen,Sara M.	Psychology, General	40 %
Nielsen,Ruth C.	Study Skills	40 %
Nye,Marc A.	Mathematics, General	60 %
Oliveira da Silva,Debora	Nutrition, Foods, and Culinary Arts	40 %
Oliver,Noelle E.	English	40 %
Olson-Arenz,Barbara Dee	Emergency Medical Services	9 %
Osorio,Cecilia G.	Biology, General	35 %
Oswald,Jason D.	Chemistry, General	57 %
Patterson,Jason A.	Physiology (Includes Anatomy)	50 %
** (A2) Perez,Craig S.	Physical Education	15 %
** (A2) Perez,Craig S.	Intercollegiate Athletics	49 %
Perpall,Lorna F.	Music	18 %
Pinkerton,Matthew S.	Classics-Humanities	20 %
Pinkerton,Matthew S.	Other Humanities	20 %
Plaxton,Melody J.	Reading	60 %
Postiglione,Sayda M.	Spanish	35 %
Pourvatan,Pouri R.	Medical Laboratory Technology	37 %
Radding,Joseph R.	Economics	40 %
Redmond,Rebecca J.	Technical Theater	28 %
Repetto,Deanne R.	Political Science	40 %
Roberts,Mark E.	Mathematics, General	33 %
** (A2) Robinson,Mikella	Physiology (Includes Anatomy)	50 %
Robinson,Mitzi L.	Study Skills	40 %
** (A1) Rodriguez,Julie L.	Psychology, General	60 %
Rutz,Patrick	Intercollegiate Athletics	49 %
Schmidt,Steven A.	Technical Theater	33 %
Shiva,Maryam	Astronomy	40 %
Siwabessy,Genevieve I.D.	Student Government	22 %
Snow,Camille D	Psychology, General	40 %
Stieferman,Rachel Latter	Psychology, General	20 %
Sughrue,Wesley	Chemistry, General	42 %
Sutton,Amber M.	The School Age Child	20 %

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**TEMPORARY, PART-TIME EMPLOYEES Spring 2017  
Folsom Lake College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Sutton, Amber M.	Family Studies	20 %
Welty, Margaret M.	Art	28 %
Welty, Margaret M.	Painting & Drawing	28 %
Wenzel, Michael T.	Environmental Science	20 %
Wenzel, Michael T.	Biology, General	35 %
Whitt, David	Fire Technology	20 %
Whitt, David	Wildland Fire Technology	20 %

**TEMPORARY, PART-TIME EMPLOYEES Spring 2017  
Sacramento City College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Adams, Stephen	History	20 %
Agee, Janice L.	English	20 %
Aldabe, Bertrand C.	Environmental Control Technology (HVAC)	20 %
Aldrich, Cathleen	Reading	40 %
Alexander, Frances V.	Accounting	20 %
Amir, Yael	Coordinator-Instruct LAB	10 %
Anderson, Jared A.	Speech Communication	40 %
Anzini-Varesio, Rosemary	Family Studies	20 %
Appel, Rolfe P	Administration of Justice	40 %
** (A1) Areson, Mark H.	Physical Fitness and Body Movement	40 %
Averbeck, Robin M.	History	20 %
Avramenko, Lilianna P.	Russian	53 %
Awni, Kahtan A.	Engineering, General	28 %
Bailey, Amelita H.	Mathematics, General	53 %
** (A5) Bair, Lewis E	Information Technology, General	47 %
Baltimore, Paul R.	History	20 %
Bardin, Oliver Charles	Mathematics, General	50 %
** (A5) Barrett, James M.	Economics	20 %
Batarseh, Samer M.	Business and Commerce, General	10 %
Batarseh, Yousef M.	Arabic	33 %
Bella, Cheryl B.	Sign Language	27 %
Belous, Anna	Mathematics, General	60 %
Bennett, Gary N.	Computer Information Systems	12 %
Bennett, Gary N.	Computer Networking	18 %
Bican, William L.	Information Technology, General	23 %
Blackburn, Lori G.	Academic Guidance	20 %
Blunk, Dawn M.	English	40 %
Boyd, Halsey	Mathematics, General	60 %
Bryant, Paul R.	Information Technology, General	20 %
Calkins, Robert A.	Applied Photography	48 %
Camp, Kevin M.	Economics	20 %
Cantrell, Kimberly N.	Speech Communication	60 %
Carboni, Joshua P.	Philosophy	40 %
Carson, Connie S.	Physical Education	45 %
** (A1) Carter, Kathy A.	Child Development/Early Care and Educatio	20 %
Caselli, Nancy A.	Speech Communication	60 %
Caviness, Richard L.	Mathematics, General	40 %
Chainey, Susan L.	Reading	40 %
Challender, Michael	Mathematics, General	27 %

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**TEMPORARY, PART-TIME EMPLOYEES Spring 2017  
Sacramento City College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Cheshire, Tamara C.	Anthropology	40 %
Cheshire, Tamara C.	Ethnic and Cultural Studies	20 %
Cheung, Joseph L.	Information Technology, General	35 %
Cheung, Joseph L.	Computer Networking	26 %
Cheung, Lawrence	Sign Language	27 %
Cho, Eun L.	Painting & Drawing	28 %
Cho, Eun L.	Ceramics	28 %
Colombo, Julie A.	English	27 %
Constantine, John H.	Economics	60 %
** (A5) Cook, Danita G.	Applied Photography	57 %
Cook, Frank D.	Music	20 %
Cook, Stephen P.	English	20 %
Crain, Michael R.	Music	40 %
Crawford, Robert L.	Mathematics, General	60 %
Dale, Nicholas D.	Mathematics, General	65 %
Daunt, Jonathan G.	English	20 %
Davatz, Holly C.	English	53 %
** (A5) Dayton, David E.	ESL Writing	27 %
Diamond, Anne	Accounting	20 %
Diaz-Gastelum, Gloria	Spanish	53 %
Diehl, Nicholas J.	Philosophy	40 %
** (B5) Dieu, Anne Lenere	Fashion	28 %
Dilley, Paul J	History	40 %
Eakins, Robert G.	English	27 %
Earle, Robert E	Geography	15 %
Earle, Robert E	Geographic Information Systems	24 %
Edelson, Rachel G.	English	20 %
Edwinson, Shawn A.	Child Development/Early Care and Educatio	20 %
Edwinson, Shawn A.	Child Development Administration and Mana	20 %
Eigenheer, Richard A.	Geography	20 %
English, Thomas A.	Philosophy	20 %
Fairchild, Sheryl D.	Women's Studies	60 %
Fayko, Robyn E.	Anthropology	55 %
** (A5) Ferrara-Jones, Julie D.	Physical Fitness and Body Movement	60 %
French, Catherine A.	English	40 %
Frisby, Ianna N.	Art	28 %
Gander, Therese A.	Mathematics, General	58 %
Garbett, Rick T.	Management Development & Supervision	20 %
Garcia, Maria	Spanish	27 %
Garner, Lyndale T.	Child Development/Early Care and Educatio	40 %
Garner, Lyndale T.	Family Studies	20 %
Gee, Jenny A.	Mathematics, General	33 %
Geffrey, William E	Philosophy	40 %
Gere, C. Jean	ESL Speaking/Listening	27 %
Gere, C. Jean	ESL Integrated	10 %
Gmelin, Robert P.	English	40 %
Goldberg, Sherri B.	General Work Experience	40 %
Graves, Emon Jabar	Business Administration	20 %
Guzman, Julie A.	ESL Reading	10 %
Handy, Kimberly A.	Business and Commerce, General	40 %
Handy, Kimberly A.	Business Management	20 %

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**TEMPORARY, PART-TIME EMPLOYEES Spring 2017  
Sacramento City College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
** (A1) Haroyan, Satenik	Mathematics, General	53 %
Harris, Richard A.	Administration of Justice	40 %
Harroun, Richard J.	ESL Writing	27 %
Harroun, Richard J.	ESL Reading	27 %
Hawes, Victoria A.	ESL Writing	53 %
** (A2) Hayashi, David I.	Adapted Physical Education	30 %
Heathington, Michelle K	Sign Language	27 %
Heisinger, Kurt D.	Accounting	20 %
Hogan, Heather N.	Website Design and Development	21 %
Hogan, Heather N.	Graphic Art and Design	21 %
Hohlwein, Laura A.	Art	28 %
Hoskins, David L.	Physical Fitness and Body Movement	10 %
Hunter, James W.	Business and Commerce, General	7 %
Hunter, James W.	Business Management	53 %
Hur, Soon S.	Asian (Chinese and Japanese excluded)	27 %
Imagine, Eve M.	Reading	40 %
** (A5) Interrante, Julie K.	Psychology, General	13 %
Jacobsen, Ann	English	20 %
Jean-Gilles, Reginald G.	Business and Commerce, General	20 %
Jeppeson, Marsha S.	Speech Communication	60 %
Johansen, Trine B.	Anthropology	55 %
Johnson, Samuel D.	Speech Communication	40 %
Jones, Eric M.	Geography	20 %
Jones-Thomas, Brandy S.	Academic Guidance	20 %
Jordan, Jessica H.	English	40 %
Joy, Anna L.	English	47 %
Kahl, Timothy	English	40 %
Kalar, Barry D.	Administration of Justice	60 %
Kang, Rachel E.	Music	47 %
Karver, John C.	Administration of Justice	20 %
Karver, John C.	Corrections	20 %
Kaufman, Cheryl A.	Business and Commerce, General	40 %
Kehew, Julia K.	History	60 %
Kehl, Anthony J.	Physical Fitness and Body Movement	55 %
Kehl, Anthony J.	Study Skills	10 %
Kennedy, Carol E.	ESL Speaking/Listening	27 %
** (A5) Kiehn, Kenneth	English	53 %
Kini, Maya A.	Art	28 %
Kiser, Sally J.	Economics	20 %
Koch, Kristen V.	Fine Arts, General	20 %
Korn, Madeline A.	Fashion	20 %
Korn, Madeline A.	Fashion Production	28 %
Korp, Diana R.	Dental Hygienist	67 %
Korp, Norbert Gunter	Dental Hygienist	37 %
** (A5) Krumm, Helen T.	English	40 %
Kumagai, Mizue	Japanese	53 %
Lagunas-Carvacho, Magaly A.	Spanish	53 %
Lam, Ben K.	Mathematics, General	58 %
Lazzarone, Gordon C.	Applied Photography	43 %
Lee, Michael D.	Business and Commerce, General	20 %
Lee, Pao	Academic Guidance	20 %

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**TEMPORARY, PART-TIME EMPLOYEES Spring 2017  
Sacramento City College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Leek,Laura C.	ESL Reading	27 %
Leek,Laura C.	ESL Speaking/Listening	27 %
Lemoine,Florence A.	History	40 %
Lesage,Yves	Mathematics, General	47 %
Liu,Steve S.	Chinese	27 %
Lobenberg,David K.	Art	28 %
Lobenberg,David K.	Painting & Drawing	28 %
Logan,Jason K.	Sociology	40 %
Lower,Nancy S.	Music	32 %
Lowrie,Angela C.	Applied Photography	28 %
Maffly,Nancy E.	ESL Writing	27 %
Maffly,Nancy E.	ESL Reading	27 %
Magneson,Moira K.	English	20 %
Mansourirad,Ehsanollah	Mathematics, General	33 %
Mark,Arthur	Information Technology, General	12 %
Marshall,Jacquelline A.	English	47 %
Martinez,Jesus R.	History	40 %
Mathur,Reena	Mathematics, General	33 %
McDaniel,Arrickia R.	Academic Guidance	40 %
** (A1) Michell,Douglas B.	ESL Writing	27 %
** (A1) Michell,Douglas B.	ESL Reading	10 %
** (A1) Michell,Douglas B.	ESL Speaking/Listening	10 %
Milton,Piper Isabeau	Fine Arts, General	20 %
Minnick,Michael	Child Development/Early Care and Educatio	40 %
Mo,Melody H.	Chinese	27 %
Mobery,Jerry C.	History	40 %
Moftakhar,Hossein	Psychology, General	20 %
Mohrmann,Peter R.	Dramatic Arts	40 %
Monsen,Richard Shawn	Computer Networking	46 %
Moore,Thomas G.	Information Technology, General	30 %
Moylan-Aube,Joanne	Psychology, General	40 %
Murphy,Charlynn M.	Child Development/Early Care and Educatio	40 %
Needham,Heather Elise	Speech Communication	60 %
Neil,Richard R.	Geography	50 %
Nelsenador,Matt B.	Mathematics, General	27 %
Nicholson,J. Christine	Dramatic Arts	50 %
Norman,Ben Eric	Mathematics, General	20 %
Okada,Mikiya	Electronic Game Design	21 %
O'Neill,Zachary M.	English	47 %
Opiela,Cassandra	English	60 %
Orr,Timothy A.	History	20 %
Otto,Anna M.	Child Development/Early Care and Educatio	20 %
Otto,Anna M.	Family Studies	20 %
Passal,Steven R.	English	40 %
** (B5) Perez,Pedro R.	Applied Photography	57 %
Perkins,Brett T.	English	27 %
Perreault,Diane M.	Software Applications	53 %
Pettler,Janelle S.	Website Design and Development	7 %
Pettler,Janelle S.	Information Technology, General	7 %
Pierini,Bruce D.	Anthropology	55 %
Port,Andrew A.	Mathematics, General	53 %

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**TEMPORARY, PART-TIME EMPLOYEES Spring 2017  
Sacramento City College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Poxon, Judith L.	Classics-Humanities	40 %
Prilepina, Tamara F.	Mathematics, General	58 %
Prudhel, Bradley K.	Environmental Control Technology (HVAC)	28 %
Prue, Paul A.	Mathematics, General	60 %
** (A5) Pryor, Peter L.	Physical Education	30 %
** (A5) Pryor, Peter L.	Physical Fitness and Body Movement	15 %
Puente Lara, Gladys M.	Ethnic and Cultural Studies	20 %
Richmond, Pamela R.	English	47 %
Roberts-Eccles, Debora C.	ESL Writing	27 %
Roberts-Eccles, Debora C.	ESL Speaking/Listening	27 %
Robinson, Curtis J.	Geography	35 %
Rodriguez, Hector	Mathematics, General	53 %
Roggli, Kurt W.	Philosophy	40 %
Rosen-Aydlett, Lisa	Family Studies	40 %
Rosoff-Horne, Philip D.	Mathematics, General	20 %
** (A5) Ross, Andrea M.	English	40 %
Rozek, Paul A.	History	40 %
** (A1) Ruiz, Aracely	Academic Guidance	20 %
** (A2) Salazar, Rosalinda R.	English	47 %
** (A2) Samarron, Sandra L.	Nutrition, Foods, and Culinary Arts	20 %
Sanchez, Hortencia Paras	Office Technology/Office Computer Applicati	47 %
Sanchez, Lilia G.	Spanish	27 %
Sanchez, Rafael	English	47 %
** (B5) Schaeffer, Randy L.	Environmental Control Technology (HVAC)	20 %
Schemel, Nathan C.	Film Studies	40 %
** (B5) Schnell, Steven M.	Environmental Control Technology (HVAC)	50 %
Schumacher, Robert J.	Art	28 %
Schumacher, Robert J.	Painting & Drawing	28 %
Scott, Mark W.	Administration of Justice	60 %
Screechfield, Rosalie M.	Mathematics, General	25 %
Secker, Martin D.	History	20 %
Sellers, Gene R.	Mathematics, General	53 %
Shadden, Ann M.	English	20 %
** (A1) Smith, Jennifer L.	Mathematics, General	50 %
** (A5) Spruce-Veatch, L Renee	English	40 %
Stanley, Marilyn V.	Fashion	28 %
Stassi, Shirley T.	Physical Education	30 %
Stefani, Nancy	ESL Writing	53 %
Stevens, Michael K.	Art	15 %
Steward, Mary M.	Reading	20 %
Storms, Natascha	Anthropology	40 %
Storms, Natascha	Archaeology	20 %
** (A5) Swafford, Derek L.	Academic Guidance	40 %
** (A5) Taheri, Mansour	Engineering, General	33 %
** (A5) Taheri, Mansour	Mathematics, General	33 %
** (B5) Talle, Tricia	Coordinator-Instruct LAB	41 %
Tawks, Krysta R.	ESL Writing	27 %
Tawks, Krysta R.	ESL Speaking/Listening	27 %
Teerlink, Jennifer	Earth Science	15 %
Thomson, Sherwood B.	Environmental Control Technology (HVAC)	28 %
Thorpe, Wade S.	Administration of Justice	40 %

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**TEMPORARY, PART-TIME EMPLOYEES Spring 2017  
Sacramento City College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Tinti,Sharee	ESL Writing	27 %
Tittle,Matt G	English	47 %
Torres,Laura	English	53 %
Wagner,Michelle D.	Coordinator-Instruct LAB	9 %
Wallace,Jason	English	20 %
Waltz,Thomas W.	Administration of Justice	20 %
Wang,Qiang	Mathematics, General	33 %
Watson-Perez,Heather L.	English	20 %
Whetstone,Sandy F.	ESL Reading	37 %
** (A5) Wilusz,John P.	Engineering, General	35 %
Winchell,Jean M.	Fashion Production	57 %

**REGULAR EMPLOYEES - OVERLOAD ASSIGNMENTS Spring 2017  
American River College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Hess,John F.	English	20 %
Howe,Susan R.	English	20 %
Jenkins,Arthur	Guidance	7 %
Kiefer,Christian J.	Cross Term	12 %
Kubo,Kenneth M.	Biotechnology & Biomedical Technology	25 %
Lovering,Janay N.	English	7 %
Martinez,Marlene M.	Biology, General	28 %
Mays,Judy L.	Job Seeking/Changing Skills	7 %
Mitchell,Emilie B.	Cross Term	12 %
Moore,Justin A.	Biology, General	8 %
Moore,Reyna C.	Academic Guidance	20 %
Nazareno,Randy P.	Counselor	17 %
Padgett,Christopher D.	Cross Term	12 %

**REGULAR EMPLOYEES - OVERLOAD ASSIGNMENTS Spring 2017  
Cosumnes River College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Aldredge,Teresa W.	Human Services	20 %
Aldredge,Teresa W.	Academic Guidance	7 %
Andrews,David C.	Horticulture	33 %
Arden-Ogle,Ellen A.	Speech Communication	40 %
Avalos,Amy M.	Guidance	13 %
Avalos,Amy M.	General Work Experience	20 %
** (A5) Beyrer,Gregory M.	History	20 %
** (A5) Beyrer,Gregory M.	Academic Guidance	7 %
Burns,Cori B.	Health Occupations, General	20 %
Burns,Cori B.	Clinical Medical Assisting	13 %
Carlson,William D.	Automotive Technology	39 %
Connally,Ryan	Civil & Construction Mgmt Technology	45 %
** (A5) Do,Minhhong T.	Vietnamese	15 %
Edman,Jeanne L.	Psychology, General	40 %
Erickson,Kurt P.	Music	13 %

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**REGULAR EMPLOYEES - OVERLOAD ASSIGNMENTS Spring 2017  
Cosumnes River College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Felkner,Patty A.	Applied Photography	30 %
Fong,Hoyt S.	Human Services	40 %
** (A5) Fortin,Cheri L.	Dramatic Arts	40 %
Gee,Joseph P.	Pharmacy Technology	8 %
Hagenburger,Timaree A.	Nutrition, Foods, and Culinary Arts	20 %
Hannan,Everett J.	Psychology, General	40 %
Hodgkinson,Georgine R.	Speech Communication	20 %
Huang,Chao-Jen	Computer Programming	40 %
Huffman,Elizabeth A.	Political Science	40 %
Impinna,Christopher R.	Veterinary Technician (Licensed)	40 %
Kim,Steve	Health Information Technology	20 %
Kimble,Jeffrey G.	Painting & Drawing	13 %
LaDue,Cheri L.	Health Education	40 %
LaNier,Winnie M.	Student Government	20 %
Le,Phuong M.	Mathematics, General	33 %
Leung,Amy M.	Economics	40 %
Lewis Jr.,Howard	Agriculture Business, Sales and Service	20 %
Lugo,Donnisha C.	Sociology	20 %
Mapeso,Ray	Human Services	40 %
Mapeso,Ray	Guidance	7 %
Marshall-Mills,Denise L.	Academic Guidance	40 %
Mathis,Jaqueline S.	Academic Guidance	40 %
McHugh,Matthew E.	Emergency Medical Services	45 %
Miller,Nathan D.	Speech Communication	20 %
Mojica,Edward	Architecture and Architectural Technology	15 %
Mojica,Edward	Other Architecture & Environ Design	43 %
Morales,Martin F.	Political Science	40 %
Mulhern,Jeannette L.	Preschool Age Children	13 %
Neff,Eric S.	Biology, General	20 %
Ninh,Thien-Huong T	Sociology	40 %
Panagakos,Anastasia N.	Anthropology	20 %
Parker,Grant	Music	27 %
Parks,Lance M.	Computer Networking	33 %
Paskey,Amanda M.	Anthropology	20 %
Paskey,Amanda M.	Archaeology	20 %
Pereira,Michael J.	Automotive Technology	50 %
Reese,Shawn L.	Chemistry, General	30 %
Roberts,Jason M.	Welding Technology	41 %
Rogan,Patrick D.	Accounting	18 %
Rogers,Kevin M.	Automotive Technology	30 %
Saller,Brandon D.	Engineering, General	28 %
Samaniego,Celia S.	Spanish	35 %
Taylor,Yoshio	Sculpture	13 %
Thomas-Fisk,Cory E.	Civil & Construction Mgmt Technology	35 %
Torres,Gabriel S.	Spanish	30 %
** (A2) Trent,Anna K.	Fine Arts, General	20 %
Wagner,Lauren M.	Television (including combined TV/film/v	40 %
Wassmer,Dana	Nutrition, Foods, and Culinary Arts	60 %
West,Jimmy D.	Applied Photography	38 %

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

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

**REGULAR EMPLOYEES - OVERLOAD ASSIGNMENTS Spring 2017  
Cosumnes River College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Williams,Omari T.	Music	7 %

**REGULAR EMPLOYEES - OVERLOAD ASSIGNMENTS Spring 2017  
Folsom Lake College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Aldrich,Christina D.	Psychology, General	40 %
Bjerke,Ann Lynn	ESL Integrated	8 %
Brinkley,Amy E	Library Science, General	7 %
Clark,Christopher S.	Guidance	13 %
Collier,Julie A.	Job Seeking/Changing Skills	7 %
Considine,Daniel T.	Philosophy	20 %
Curran,Timothy M.	Mathematics, General	47 %
Danner,Lisa A.	English	27 %
DeVille,Rebecca A.	Other Humanities	20 %
Eckman,Spencer A.	ESL Writing	27 %
Eitel,Joseph E.	Mathematics, General	27 %
Eiteneer-Harmon,Daria N.	Astronomy	20 %
** (B2) Ellerman,Curtis H.	Real Estate	20 %
** (B2) Ellerman,Curtis H.	Law, General	20 %
Fowler,Caleb L.	Computer Programming	15 %
Hale,Daniel R.	Physics, General	35 %
Hale,Daniel R.	Astronomy	20 %
Harden,Jeremy	Mathematics, General	33 %
Haug,Paula R.	Speech Communication	20 %
Hwang,Eunyoung	Painting & Drawing	15 %
Jensen,Wayne C.	Mathematics, General	27 %
Kraemer,Jennifer L.	Child Development/Early Care and Educatio	40 %
Lagala,David L.	Physiology (Includes Anatomy)	40 %
Larry-Kearney,Debora Ann	Creative Writing	20 %
Leland,Kathryn A.	English	8 %
Lennert,Michelle G.	Sign Language	27 %
Lopez,Carlos J.	Spanish	35 %
Mahoney,Maximillian E.	Chemistry, General	20 %
Moraga,Juan Carlos	Spanish	40 %
Morrison,Jill	Physical Education	15 %
Mowrer,Richard P.	History	20 %
Nersesyan,Vadim	Mathematics, General	33 %
Newnham,David A.	Music	37 %
Pietromonaco,Dean J.	Mathematics, General	33 %
Pipkin,Kevin L.	Mathematics, General	33 %
** (A1) Rauschkolb,Teresa N.	English	47 %
Ribaudo,Donald N.	Health Education	20 %
Ross,Daniel G.	Computer Programming	15 %
Ross,Daniel G.	Engineering Technology, General	15 %
** (A2) Royer,Tina L.	English	28 %
Sapra,Lisa M.	English	47 %
Sayago,Maria S.	Painting & Drawing	13 %

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**REGULAR EMPLOYEES - OVERLOAD ASSIGNMENTS Spring 2017  
Folsom Lake College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Schmid,Heike G.	Art	13 %

**REGULAR EMPLOYEES - OVERLOAD ASSIGNMENTS Spring 2017  
Sacramento City College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Allender,Julia	Physical Education	15 %
Anderson,Kevin M.	Computer Networking	54 %
Andrews,Dean S.	Accounting	10 %
Barbaria,Miriam G.	Spanish	27 %
Barfield,Annette C.	Academic Guidance	20 %
** (A5) Bauduin,Lisa A.	Coaching	33 %
Blair,Deborah J.	Health Education	20 %
Blair,Deborah J.	Study Skills	17 %
Boguski,Mark E.	Sculpture	13 %
Bomberry,Deskaheh D.	Physical Education	15 %
Bomberry,Deskaheh D.	Study Skills	8 %
** (A5) Bui,Dinh N.	Academic Guidance	40 %
Carmazzi,Paul L.	Physical Education	15 %
Carmazzi,Paul L.	Health Education	20 %
** (A5) Castaneda,Denise S.	Reading	15 %
Clark,Kevin E.	Sign Language	27 %
Costello,Linda D.	Accounting	18 %
Doersch,Ann D.	English	20 %
Felker,Jeffery J.	Reading	30 %
Freas,Adam C.	Academic Guidance	20 %
Gomez,Tracey L.	Reading	30 %
Gonzalez,Mauricio	Academic Guidance	40 %
Guzman,Sandra G.	Guidance	7 %
Guzman,Sandra G.	Job Seeking/Changing Skills	7 %
Hanson,Jon	Reading	35 %
Hanson,Steven A.	Intercollegiate Athletics	8 %
Harbison,Mark	Mathematics, General	27 %
Harris-Jenkinson,Patricia M.	Speech Communication	20 %
Heningburg,Keith R.	History	20 %
** (A5) Hoerl,Ada Boone	Health Occupations, General	20 %
Hogarty,Patrick	Real Estate	27 %
Hogarty,Patrick	Computer Networking	23 %
Hunter,Mark A.	Mathematics, General	48 %
Hunter,Michael J.	Geography	20 %
Johnson,Mai-Gemu D.	Mathematics, General	33 %
Jones,Andrew B.	Physical Education	20 %
Kidrick,Valerie	Fine Arts, General	60 %
Kiernan,Tim C.	Physical Fitness and Body Movement	24 %
Knable,Robert D.	Music	48 %
Lachica,Juan L.	Academic Guidance	20 %
Lambert,Angelena	Mathematics, General	47 %
Larson,Carillon J.	Mathematics, General	33 %

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**REGULAR EMPLOYEES - OVERLOAD ASSIGNMENTS Spring 2017  
Sacramento City College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Leonard,Duane E.	ESL Reading	10 %
Lepe,Leonela G.	Academic Guidance	20 %
Little,Myra M.	Website Design and Development	25 %
Little,Myra M.	Information Technology, General	20 %
Loomis,Debora A.	ESL Writing	27 %
Loomis,Debora A.	ESL Integrated	10 %
Lucas,Andrea K.	Spanish	27 %
Malik,Jamil I.	Academic Guidance	40 %
Manriquez,Paul M.	Mathematics, General	40 %
Martinez,Jesus E.	Mathematics, General	47 %
** (B5) Masterson,Patricia J.	Sign Language	27 %
Medina,Renee M.	Mathematics, General	40 %
Mendez-Nunez,Luis R.	Mathematics, General	58 %
Nash,Laurie J.	Physical Education	15 %
Newman Ritchards,Toni J.	Academic Guidance	20 %
Nguyen,Anh H.	Job Seeking/Changing Skills	7 %
** (A1) Oh,Jang-Ha	Physical Education	15 %
** (A1) Oh,Jang-Ha	Physical Fitness and Body Movement	10 %
Pacheco,David B.	Physical Fitness and Body Movement	23 %
Parks,Karen D.	Information Technology, General	7 %
Parks,Karen D.	Software Applications	28 %
Patton,Marcus H.	English	20 %
Paulson,Daniel I.	Music	7 %
Pease,Dyan S.	Business and Commerce, General	40 %
Petite,Lori M.	Speech Communication	20 %
Phillips,Joseph H.	Mathematics, General	47 %
Piscopo,Holly A.	History	40 %
** (A2) Poe,Kathleen A.	Music	40 %
Reynolds,Linda K.	Business and Commerce, General	20 %
Reynolds,Linda K.	Business Management	20 %
Reynolds,Linda K.	E-Commerce (business emphasis)	20 %
Rosenberger,Randy	Mathematics, General	40 %
** (A2) Schutte,Matthew L.	Mathematics, General	33 %
Silcox,S. Travis	English	20 %
Sjovold,Carl-Petter	History	20 %
Smedley,Lauri J.	Information Technology, General	10 %
Smedley,Lauri J.	Software Applications	35 %
Steever,Joseph M.	Mathematics, General	20 %
Taylor,Timothy K.	Computer Networking	51 %
Times,Kenneth J.	Academic Guidance	20 %
Trujillo,David C.	Administration of Justice	20 %
** (A5) Walker,Dannie E.	Physical Fitness and Body Movement	15 %
** (A5) Walker,Dannie E.	Study Skills	12 %
Wang,Hsiao J.	Mathematics, General	33 %
Williams,Gayle Kristine	Accounting	27 %

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

<b>APPOINTMENT(S)</b>			
<u>Name</u>	<u>Position</u>	<u>Assigned to</u>	<u>Effective Date(s)</u>
Aja, Celestino	Maintenance Plumber	FM	11/28/16
Allenby, Derek E.	Counseling Clerk I	SCC	11/28/16
Ameerzada, Ahmad S.	Clerk III, 75%	CRC	11/28/16
Farley, Amanda M.	Clerk III, 10 months, 75%	CRC	11/14/16
Harris, Bettie M.	Administrative Assistant I	ARC	12/02/16
Lee, Matthew G.	Student Personnel Assistant-Assessment/Testing	FLC	11/15/16
Leshchinski, Vladimir A.	Custodian	ARC	11/28/16
Li, San M.	Clerk III, 10 months	ARC	12/05/16
Makadsi, Bashar N.	Financial Aid Clerk II	ARC	12/02/16
Mananov, Marat	Custodian	ARC	11/28/16
Mehdi, Waleed	Custodian	ARC	11/16/16
Ondricka, Kelly E.	Library Technician, 75%	ARC	11/14/16
Quintell, Melonie M.	Administrative Assistant I	FLC	11/16/16
Tarzia, Joshua R.	Counseling Clerk I, 60%	FLC	11/28/16
Ustyak, Olha	Custodian	CRC	11/29/16

<b>LEAVE(S) OF ABSENCE</b>				
<u>Name</u>	<u>Position</u>	<u>Type of Leave</u>	<u>Assigned to</u>	<u>Effective Date(s)</u>
Walter, Mina R.	Information Technology Business/Technical Analyst I	Child Care, 25%	DO	09/12/16-01/31/17 (Revised)

<b>PROMOTION(S)</b>			
<u>Name</u>	<u>New Position (Current Position)</u>	<u>Assigned to</u>	<u>Effective Date(s)</u>
Baldwin, Cecilia B.	Graphic Designer (Printing Services Operator III)	ARC ARC)	11/21/16

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

**PROMOTION(S),  
CONTINUED**

<u>Name</u>	<u>New Position (Current Position)</u>	<u>Assigned to</u>	<u>Effective Date(s)</u>
Bola, Parminder S.	Head Grounds Maintenance Technician (Grounds Maintenance Technician)	FM FM)	11/07/16
Pringle Fox, Stephanie J.	Accountant (Account Clerk III)	DO DO)	11/10/16
Proshak, Dimitry S.	Financial Aid Supervisor (Financial Aid Officer)	ARC ARC)	11/01/16
Shiners, Brandy L.	Confidential Human Resources Specialist I (Instructional Services Assistant II)	DO CRC)	11/15/16
Shuler, Qing H.	Senior Information Technology Business/Technical Analyst (Information Technology Business/Technical Analyst)	DO DO)	10/10/16 (Revised)
Swanson, Mary C.	Accountant (Account Clerk III)	FLC FLC)	11/14/16

**REASSIGNMENT(S)/  
TRANSFER(S)**

<u>Name</u>	<u>New Position (Current Position)</u>	<u>Assigned to</u>	<u>Effective Date(s)</u>
Delgadillo, Linda A.	Student Services Supervisor, Y-rated 12/05/16-12/05/19 (Contract Education Program Developer)	SCC Ethan)	12/05/16
Thornton, Crystal J.	Clerk III, 50% (Clerk III, 100%)	SCC SCC)	10/10/16

**RESIGNATION(S)**

<u>Name</u>	<u>Position</u>	<u>Assigned to</u>	<u>Effective Date(s)</u>
Bachinsky, Valeriya	Confidential Human Resources Assistant III	DO	11/23/16
Brewer II, Richard J.	Communications and Public Information Officer	SCC	01/01/17
Burns, Sandra A.	Police Communications Dispatcher	DO	11/17/16

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

**RESIGNATION(S),  
CONTINUED**

<u>Name</u>	<u>Position</u>	<u>Assigned to</u>	<u>Effective Date(s)</u>
Paschane, Rachel R.	Confidential Human Resources Specialist III	DO	12/10/16
Smith, Tiara J.	Clerk III, 75%	CRC	12/01/16

**RETIREMENT(S)**

<u>Name</u>	<u>Position</u>	<u>Assigned to</u>	<u>Effective Date(s)</u>
Bachtold-Silva, Ann M.	Administrative Assistant I (After 17+ years of service)	ARC	11/25/16
Dillon, Marsha C.	Administrative Assistant II (After 17+ years of service)	ARC	12/31/16
Friend, Ron S.	Lead Facilities Planning and Engineering Specialist (After 14+ years of service)	FM	11/19/16
Nguyen, Bao T.	Cook/Baker, 9 months (After 17+ years of service)	CRC	01/01/17
Smith, Daniel C.	HVAC Mechanic (After 14+ years of service)	FM	02/02/17

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>
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<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>End Date</u>
<u>American River College</u>			
Andersen, Wyatt J.	Athletic Trainer	10/27/2016	06/30/2017
Baldrige, Jacqueline Y. A.	Special Projects	10/17/2016	06/30/2017
Benford, William	Specialty Coach	11/09/2016	06/30/2017
Benson, Karen G.	Special Projects	10/17/2016	06/30/2017
Bess, Tia M.	Special Projects	11/01/2016	06/30/2017
Caileanu, Larisa R.	Instructional Assistant	10/10/2016	06/30/2017
Callaway, Justin W.	Special Projects	10/17/2016	06/30/2017
Candelario Cortez, Nancy	Student Personnel Assistant	10/17/2016	06/30/2017
Crayne, Dawn D	Assistant Coach	01/01/2017	06/30/2017
Curry, Michael J.	Assistant Coach	01/01/2017	06/30/2017
Davis-Morales, Sarah A	Instructional Assistant	10/03/2016	06/30/2017
Delgado, Darin F.	Assistant Coach	01/01/2017	06/30/2017
Kaur, Amanpreet	Instructional Assistant	10/10/2016	06/30/2017
Knott, Dustin E.	Special Projects	10/17/2016	06/30/2017
Lehman, Linda A.	Special Projects	10/17/2016	06/30/2017
Littell, Jessica R.	Specialty Coach	01/01/2017	06/30/2017
Lopez, Caleb	Special Projects	10/17/2016	06/30/2017
Lymar, Liliya	Clerk I	11/14/2016	06/30/2017
Meyer, Gregory B.	Specialty Coach	01/01/2017	06/30/2017
Ngov, Leang H.	Special Projects	10/17/2016	06/30/2017
Reid, Michael J.	Specialty Coach	10/25/2016	06/30/2017
Reid, Michael J.	Assistant Coach	01/01/2017	06/30/2017
Rowell, John T.	Athletic Trainer	11/15/2016	06/30/2017
Santiago, Gabriella M.	Instructional Assistant	10/25/2016	06/30/2017
Taylor, Jason M.	Assistant Coach	11/10/2016	06/30/2017
Van Camp, Douglas G.	Instructional Assistant	11/17/2016	06/30/2017
Yee, Melody C.	Special Projects	10/31/2016	06/30/2017

Cosumnes River College

Casela, Kathleen C.	Student Personnel Assistant	10/26/2016	06/30/2017
Clark-Lamb, Dawn J.	Intercollegiate Game Technicia	10/01/2016	06/30/2017
Davis, Jasmyne R.	Clerk I	10/25/2016	06/30/2017
Do, Tien Duc	Instructional Assistant	09/15/2016	06/30/2017
Hamdani, Tahira S	Financial Aid Clerk I	12/12/2016	06/30/2017
Hernandez, Raymond R	Groundskeeper	09/20/2016	06/30/2017
Ibrahim, Khalil I.	Instructional Assistant	10/10/2016	06/30/2017
Jones, Shamica L.	Child Dev Ctr Teacher	11/02/2016	06/30/2017
MacGill, Brie R	Art Model	07/01/2016	06/30/2017

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>End Date</u>
<u>Cosumnes River College (Continued)</u>			
Santiago, Derrick T.	Graphic Designer	11/28/2016	06/30/2017
Schuster, Shannon N.	Art Model	07/01/2016	06/30/2017
Wilder, Candice A	Intercollegiate Game Technicia	10/01/2016	06/30/2017
Zalasky, Julie A.	Buyer - Bookstore I	09/25/2016	06/30/2017

District Office / Business and Economic Development Center / Facilities Management

Cayabyab, Albert B.	Special Projects	11/14/2016	06/30/2017
Dy, Aileen G. L.	Special Projects	11/08/2016	06/30/2017
Lovyan, Bogdana	Clerk II	11/14/2016	06/30/2017
Moskalyuk, Olga A.	Special Projects	11/21/2016	06/30/2017
Ongsarte, Ashley	Clerk II	11/09/2016	06/30/2017
Bardon, Joseph C.	Special Projects	11/28/2016	06/30/2017
Cuthbertson, Colby G.	Campus Patrol	11/02/2016	06/30/2017
Dossman, Levi L.	Campus Patrol	11/02/2016	06/30/2017
Leung, Bruce Kar Chun	Campus Patrol	07/01/2016	06/30/2017
Long, Forest L.	Campus Patrol	07/01/2016	06/30/2017
McGriff Sudds, Tellous N.	Campus Patrol	10/31/2016	06/30/2017
Menley, Mason T.	Campus Patrol	07/01/2016	06/30/2017
Mercadal, Ellianna M.	Campus Patrol	10/26/2016	06/30/2017
Morgan, Tamesia R.	Campus Patrol	11/02/2016	06/30/2017
Tanner, Jacob R.	Campus Patrol	07/01/2016	06/30/2017
Trejo, Daniel T.	Campus Patrol	10/26/2016	06/30/2017
Vargas, Danna I.	Campus Patrol	10/31/2016	06/30/2017
Verduzco- Ortiz, Ania M.	Campus Patrol	11/02/2016	06/30/2017

Folsom Lake College

Bogar, Riley W.	Special Projects	10/25/2016	06/30/2017
Brooks, Samuel F.	Special Projects	11/15/2016	06/30/2017
Croy, Derek A.	Special Projects	10/25/2016	06/30/2017
Espitia, Anthony E.	Tutorial Services Assistant	11/01/2016	06/30/2017
Gilbert, Paulette A.	Special Projects	10/25/2016	06/30/2017
Howarth, Carolyn	Special Projects	10/25/2016	06/30/2017
Jones, Janet L	Clerk II	11/02/2016	06/30/2017
Jones, Janet L	Reader/Tutor	11/02/2016	06/30/2017
Malone, Desiree	Special Projects	09/25/2016	06/30/2017
Monger, Nancy	Clerk I	11/08/2016	06/30/2017
Reynolds, Jennifer M.	Instructional Assistant	11/25/2016	06/30/2017
Rich, Jessica M.	Special Projects	10/15/2016	06/30/2017
Rustmann, Lars G.	Custodian	11/04/2016	06/30/2017
Taylor, Evan M.	Special Projects	10/25/2016	06/30/2017
Trojanowski, Brandon L.	Instructional Assistant	11/25/2016	06/30/2017

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>End Date</u>
<u>Sacramento City College</u>			
Braver, Kyle J.	Instructional Assistant	10/13/2016	06/30/2017
Caruso, Alicia M.	Clerk I	10/17/2016	06/30/2017
Diggs, Kailey E.	Art Model	11/10/2016	06/30/2017
Do, Thuy N.	Instructional Assistant	10/25/2016	06/30/2017
Hall, Cathy M.	Child Dev Ctr Teacher	10/25/2016	06/30/2017
Lee, Matthew G.	Student Personnel Assistant	10/17/2016	06/30/2017
Mendoza, Liliana	Studnt Succs & Supp Prgm Spec	11/17/2016	06/30/2017
Mitchell, Veronica Owen Euthema	Intermediate Interpreter	11/08/2016	06/30/2017
Moeun, Saru	Bookstore Stock Clerk	11/07/2016	06/30/2017
Nelson, Dale L.	Instructional Assistant	10/24/2016	06/30/2017
O'Maicin, Lisa D.	Instructional Svcs Assist. II	10/24/2016	06/30/2017
Poole, Tamara D.	Athletic Trainer	10/19/2016	06/30/2017

# LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 14, 2016

<b>SUBJECT:</b>	Board Policy Revision: P-8611 Conflict of Interest Code	ATTACHMENT: Yes	
		ENCLOSURE: None	
<b>AGENDA ITEM:</b>	First Reading Item A	TYPE OF BOARD CONSIDERATION:	
<b>RECOMMENDED BY:</b>	JP Sherry, General Counsel <i>JP Sherry</i>	CONSENT/ROUTINE	
		FIRST READING	X
<b>APPROVED FOR CONSIDERATION:</b>	Brian King, Chancellor <i>Brian King</i>	ACTION	
		INFORMATION	

**BACKGROUND:**

Every two years, the Fair Political Practices Commission (FPPC) requires the District to review its Conflict of Interest Code policy P-8611 and update it with new positions and job title changes.

**STATUS:**

In compliance with our required biennial review, non-substantive revisions have been made to policy P-8611. These changes have been approved by the FPPC. Changes include: the position title “Director of Facilities Planning and Management” is changed to “Director of Facilities Planning and Construction”; the position title “Director of Facilities Management” is changed to “Director of Facilities Maintenance”; the position title “Associate Vice Chancellor, Communications and Research” is changed to “Associate Vice Chancellor, Communications and Media Relations”; the new position of “Associate Vice Chancellor, Instruction” is added; the position title “Vice Chancellor, Resource and Economic Development” is changed to “Associate Vice Chancellor, Resource Development”; and Appendix A being amended to clarify that Form 700 filers in Disclosure Category 2 or 3 must disclose investments, business positions in entities or income from sources that engage in work or services provided by the District (i.e. instruction) as well as sources that engage in the manufacture, sale, repair, rent or distribution of school supplies, books, materials, furnishings or equipment that is used by the District or engage in the same type of work or services provided by the District. The existing language was not as clear in its use of the term “contractors” and “of the type to be utilized” by the District. All other changes in the Policy are related to style and formatting.

**RECOMMENDATION:**

This policy is presented for first reading.

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## 1.0 General Provisions

- 1.1 The Political Reform Act (Gov. Code, § 81000, et seq.) requires state and local government agencies to adopt and promulgate Conflict of Interest Codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. [CCR], § 18730) that contains the terms of a standard Conflict of Interest Code, which can be incorporated by reference in an agency's code. After public notice and hearing, the standard code may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 CCR, section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference. This regulation and the attached Appendices, designating positions and establishing disclosure categories, shall constitute the Conflict of Interest Code for the Los Rios Community College District.
- 1.2 Individuals holding designated positions shall file Statements of Economic Interests (Form 700) with the District's Office of General Counsel, which shall make the statements available for public inspection and reproduction. (Gov. Code, § 81008) All statements will be retained by the District.

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LRCCD

Policy Adopted: 8/12/92

Policy Revised: 10/5/94; 3/3/99; 10/6/04; 5/17/06; 12/13/06; 10/15/08; 11/16/11; 3/13/13;  
1/14/15

Policy Reviewed: 1/14/15

Adm. Regulation: None

**DRAFT 9/20/16**



APPENDIX A  
DESIGNATED POSITIONS

<u>Designated Positions</u>	<u>Disclosure Category</u>
Vice Chancellor/Education <del>&amp;</del> and Technology	1, 2
General Counsel	1, 2
Director/General Services	1, 2
Director/Facilities Planning <del>and</del> Management <del>Construction</del>	1, 2
Director/Facilities <del>Management</del> Maintenance	1, 2
Associate Vice Chancellor/Human Resources	2
Associate Vice Chancellor/Communications <del>&amp;</del> and <del>Research</del> Media Relations	2
Associate Vice Chancellor/Facilities Management	2
Associate Vice Chancellor/Information Technology	2
Associate Vice Chancellor/Economic Development	2
Associate Vice Chancellor/Student Services	2
<b>Associate Vice Chancellor/Instruction</b>	<b>2</b>
Vice Presidents of Student Services	2
Vice Presidents of Instruction	2
Directors (not listed above)	2
Chief of Police      2	
Manager VII, Business Consultant	2
Supervisor, General Services	2
Purchasing Supervisor	2
Buyers (all levels)   3	
Bookstore Managers	3
Food Service Managers	3
Consultants/New Positions	*

\*Consultants/New Positions shall be included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the code, subject to the following limitation:

The Chancellor or designee may determine in writing that a particular consultant/new position, although a “designated position,” is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements in this section. Such written determination shall include a description of the consultant/new position’s duties and, based upon that description, a statement of the extent of disclosure requirements. The Chancellor’s or designee’s determination is a public record and shall be retained for public inspection in the same manner and location as this Conflict of Interest Code. (Gov. Code, §

81008)

Officials Who Manage Public Investments

The following positions are not covered by the code because they must file under Government Code, section 87200 and, therefore, are listed for informational purposes only:

Members of the Board of Trustees  
Chancellor  
Deputy Chancellor  
Vice Chancellor/Finance and Administration  
College Presidents  
Associate Vice Chancellor/Finance  
~~Vice Chancellor, Resource and Economic Development~~  
**Associate Vice Chancellor/Resource Development**  
Vice Presidents/Administration

An individual holding one of the above listed positions may contact the Fair Political Practices Commission for assistance or written advice regarding their filing obligations if they believe their position has been categorized incorrectly. The Fair Political Practices Commission makes the final determination whether a position is covered by Government Code, section 87200.

APPENDIX B  
DISCLOSURE CATEGORIES

Category 1

Designated positions assigned to this category must report:

- a. Interests in real property which are located in whole, ~~or~~ in part, **or** within **two miles of** the boundaries of the District, (~~and a two-mile radius~~) **or** of any land owned or used by the District, including any leasehold, beneficial, or ownership interest or option to acquire such interest in real property.
- b. Investments and business positions in business entities or income (including gifts, loans, and travel payments) from sources that engage in the acquisition or disposal of real property or are engaged in building construction or design.

Category 2

Designated positions assigned to this category must report:

- a. Investments and business positions in business entities or income (including gifts, loans, and travel payments) from sources: ~~that are contractors (1)~~ engaged in the performance ~~or of~~ work or services ~~or sources that,~~ **or which** manufacture, sell, repair, rent, or distribute school supplies, books, materials, ~~school~~ furnishings, or equipment of the type ~~to be utilized~~ **used** by the District-; **(2) engaged in the performance of the same type of work or services provided by the District.**

Category 3

Designated positions assigned to this category must report:

- a. Investments and business positions in business entities or income (including gifts, loans, and travel payments) from sources: ~~that are contractors (1)~~ engaged in the performance of work or services ~~or sources that,~~ **or which** manufacture, sell, repair, rent, or distribute school supplies, books, materials, ~~school~~ furnishings, or equipment of the type ~~to be utilized~~ **used** by the **employee's** department (**this** includes all Colleges)-; **(2) engaged in the performance of the same type of work or services provided by the employee's department (this includes all Colleges).**

# LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 14, 2016

<b>SUBJECT:</b>	Board Policy Revision: P-8122 Budget Planning	ATTACHMENT: Yes	
		ENCLOSURE: None	
<b>AGENDA ITEM:</b>	First Reading Item B	TYPE OF BOARD CONSIDERATION:	
<b>RECOMMENDED BY:</b>	JP Sherry, General Counsel <i>JP Sherry</i>	CONSENT/ROUTINE	
		FIRST READING	X
<b>APPROVED FOR CONSIDERATION:</b>	Brian King, Chancellor <i>Brian King</i>	ACTION	
		INFORMATION	

**BACKGROUND:**

Existing Board policy requires a 3% undistributed reserve for the general fund. This reserve requirement was established several years ago and was reviewed in light of increased scrutiny both internally and externally on reserve levels. Increasing this minimum reserve level would ensure that the District can maintain the CCCCO minimum prudent reserve target of five percent (5%) without reliance on committed general fund reserves which are primarily college carryover. It will also reflect positively on the District in demonstrating fiscal prudence for those external organizations that evaluate the District’s financial stability using reserves as a metric. This change was reviewed by the District’s Budget Committee at its November meeting and the Committee recommended that this change be brought to the Board for consideration.

**STATUS:**

The proposed policy changes the minimum amount that the District shall maintain in an undistributed reserve or contingency reserve for the General Fund from 3% to 5%. A few additional non-substantive stylistic changes have been made, to ensure this policy matches the District’s policy style manual.

**RECOMMENDATION:**

This policy is presented for first reading.

[Policy - 8000 Business](#) || [Table of Contents](#) || [Next](#)

## 1.0 The Budget

- 1.1 The Los Rios Community College District Chancellor is responsible for the development and preparation of an annual budget of all ~~Los Rios~~ District Funds, consistent with existing laws and regulations. The budget shall represent estimated resources, and planned expenditures for the new fiscal year period.
- 1.2 The budget shall include a uniform fund structure, revenue and expenditure classifications and other accounting procedures as prescribed by the Budget and Accounting Manual issued by the State Chancellor's Office of the California Community Colleges and Education Code, section 70901.
- 1.3 The District shall maintain a **35%** (minimum) undistributed reserve or contingency reserve for the General Fund in accordance with fiscal policies/guidelines recommended by the State Chancellor's Office. The percentage calculation shall be based upon total estimated general purpose revenues of the General Fund for the given budget year.

## 2.0 Budget Calendar

- 2.1 A budget calendar shall be developed each year indicating a time schedule for compiling various portions of the budget. The calendar shall include:
  - 2.1.1 Activities scheduled during the planning process of a budget year and estimated dates and timelines for completion;
  - 2.1.2 Participants involved/responsible for the activity.
- 2.2 The budget calendar shall adhere to timelines established by California Code of Regulations, title 5, sections 58300 and following.
- 2.3 A tentative budget for the succeeding fiscal year shall be adopted by the Los Rios Community College District Board of Trustees on or before July 1<sup>st</sup> of each year. A budget for a given fund may be developed with different scenarios based upon various revenue estimates and planned spending assumptions. The tentative budget approved by the Board of Trustees for the General Fund is usually the budget that assumes the highest level of estimated funding if varying revenue levels are presented; and the minimum estimated funding/revenue level for the General Fund is typically the "operational budget" of the District. The tentative budget(s) are effective July 1<sup>st</sup> of each fiscal year.
- 2.4 A public hearing and final adoption of the budget will occur prior to September 15<sup>th</sup> or as determined by Education Code requirements. The prescribed annual financial and budget report shall be filed with the State Chancellor's Office on or before September 30<sup>th</sup> of the budget year. An informational copy may be sent to the County Superintendent of Schools.

- 2.5 Budget revisions necessary during the fiscal year shall require approval by majority vote of the Board of Trustees. Budget transfers from undistributed reserves must be approved by a two-thirds (2/3) vote of the members of the Board of Trustees.

[Policy - 8000 Business](#) || [Table of Contents](#) || [Next](#)

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LRCCD

Policy Adopted: 6/16/82

Policy Revised: 1/10/90; 5/1/91; 6/7/00; 4/15/09; 5/9/12


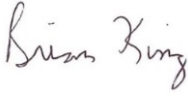
Policy Reviewed:

Adm. Regulation: [R-8122](#)**DRAFT 11/2/16**

# LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 14, 2016

<b>SUBJECT:</b>	Board Policy Creation: P-2218 Dual Enrollment	ATTACHMENT: Yes	
		ENCLOSURE: None	
<b>AGENDA ITEM:</b>	First Reading Item C	TYPE OF BOARD CONSIDERATION:	
<b>RECOMMENDED BY:</b>	JP Sherry, General Counsel 	CONSENT/ROUTINE	
		FIRST READING	X
<b>APPROVED FOR CONSIDERATION:</b>	Brian King, Chancellor 	ACTION	
		INFORMATION	

**BACKGROUND:**

With the passage of Assembly Bill 288, California community college districts are authorized to enter into College and Career Access Pathways Partnerships with high school districts to expand opportunities for high school students to take college courses during the regular school day and for community colleges to claim apportionment. To go forward with this program, the law requires community college districts and high school districts to enter into a Memorandum of Understanding approved by the governing boards of both the community college district and the high school district. The Los Rios Community College District convened a task force under the guidance of Deputy Chancellor Lorimer to review this law, to create the standard Memorandum of Understanding and to propose a new policy and regulation addressing this issue.

**STATUS:**

The proposed policy and regulation are modeled on the Advanced Education policy and regulation with a few variations. The policy authorizes the district to enter into these partnerships and for the district to establish administrative regulations that set the parameters for this program. The regulation allows students as young as 14 years old to participate in community college courses at the high schools as opposed to the 16-year-old requirement for advanced education students. Second, the regulation allows students to have a 2.0 GPA, instead of the 2.7 required by the Advanced Education policy. Finally, the policy also allows students in the dual enrollment programs to take up to three courses, contrasted with the two courses allowed to advanced education students. These differences are based upon the fact that community colleges will have the ability to tailor the courses to cohorts and will be in control of the courses offered for dual enrollment.

**RECOMMENDATION:**

This policy is presented for first reading.

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

## 1. Dual Enrollment

- 1.1. The California Education Code authorizes community college districts to enter into a College and Career Access Pathways (CCAP) partnership with the governing board of a school district for the purpose of offering or expanding dual enrollment opportunities for students who may not already be college-bound or who are underrepresented in higher education, with the goal of developing seamless pathways from high school to community college for career technical education or preparation for transfer, improving high school graduation rates, or helping high school pupils achieve college and career readiness.
- 1.2. The Los Rios Community College District shall enroll high school students according to established regulations and consistent with relevant provisions of the Education Code and District Policies and Administrative Regulations. Students enrolled in and taking courses in District dual enrollment programs are subject to and responsible for following all District Board Policies and Administrative Regulations in conjunction with their attendance in the dual enrollment courses.
- 1.3. The District shall not apply for state apportionment for dual enrollment students unless:
  - 1.3.1. A CCAP partnership agreement is approved by the governing boards of both districts;
  - 1.3.2. The curriculum is college-level;
  - 1.3.3. All required documentation has been submitted and properly maintained
- ~~1.1.~~1.4. The Chancellor shall adopt Administrative Regulations regarding dual enrollment.

LRCCD

Policy Adopted:

Policy Revised:

Policy Reviewed:

Adm. Regulation: [R-2218](#)

**DRAFT 11/8/16**



# LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 14, 2016

<b>SUBJECT:</b>	2017-2020 Initial Collective Bargaining Proposals for LRCFT and LRCCD	ATTACHMENT: Yes	
		ENCLOSURE: None	
<b>AGENDA ITEM:</b>	Collective Bargaining Item A	TYPE OF BOARD CONSIDERATION:	
<b>RECOMMENDED BY:</b>	<i>Sue Lorimer</i> Sue Lorimer, Deputy Chancellor, Education and Technology	CONSENT/ROUTINE	
		FIRST READING	
<b>APPROVED FOR CONSIDERATION:</b>	<i>Brian King</i> Brian King, Chancellor	ACTION	X
		INFORMATION	

**BACKGROUND:**

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

The District and representatives of the Los Rios College Federation of Teachers (LRCFT) have agreed to engage in an interest-based collaborative approach to negotiations. The collective bargaining agreement with LRCFT expires on June 30, 2017. The parties wish to commence negotiations as soon as possible, with the goal of attempting to reach agreement as early as possible before the contract expires.

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

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

**STATUS:**

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

**RECOMMENDATION:**

It is recommended that a public hearing be scheduled on January 11, 2017 to allow for public input regarding the initial collective bargaining proposals submitted by the District and LRCFT.

## 2017-2020 LRCFT Sunshine Proposals/Interests

December 5, 2016

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

### **General**

➤ *Incorporation of all pertinent language from the 2014-2017 MOUs into the contract, inclusion/deletion of sun shined language, clarification of language throughout the Agreement.*

### **Recognition**

➤ *Issues including, but not limited to: possible recognition of additional faculty categories, that the LRCFT is recognized as the exclusive representative of faculty for the purposes of collective bargaining in matters related to wages, hours of employment, and other terms and conditions of employment.*

### **Salaries**

➤ *Salary-related issues including but not limited to: lab/lecture parity, department chair workload and responsibilities, the process of determining department chair compensation, clarification of the role of department chairs, especially in single-faculty departments, initial placement on salary schedules, eligibility for step placement and advancement on schedules A and B, salary schedule class adjustments, clarification of the process of determining and awarding stipends, assistant coach stipends and eligibility, salary schedule advancement for CTE faculty, a reconsideration of Section 2.7.4 and ESAs, complying Section 2.11 with the law.*

### **Fringe Benefits and Retirement**

➤ *Issues including, but not limited to: adjunct eligibility for retiree health care, adjunct medical benefits, adjunct parking permits, pre-retirement workload reduction, and clarification of retiree health care language.*

### **Workload**

➤ *Issues including but not limited to: redefinition of "oversize classes," class maximums and minimums, the adjunct assignment process including hiring preference, the workload of online instructors, adjunct office hours, workload of coordinators in general and those who double as department chairs, athletic coaches' workload and reassigned time, scheduling flexibility for non-classroom faculty, part-time faculty office space, the implementation of new initiatives and the impact on counselor workload, CTE faculty workload, and opportunities for part-time faculty to be considered for full-time positions.*

### **Assignment of Personnel**

➤ *The assignment scheduling processes for various faculty groups*

**Performance Review**

➤ *Elements of the peer review process including but not limited to: the online review process, workstation observation limits for online and on-ground courses, student reviews for coordinators, composition of peer review teams, peer review training, evaluation of instructors of short term courses, evaluation process of adjunct faculty, coach professional standards .*

**Leaves with Pay**

➤ *Issues including but not limited to: maternity/ paternity leave, family health leave further elaboration of personal necessity and personal business leaves*

**Dispute Resolution**

➤ *The grievance process and binding arbitration.*

**Academic Freedom**

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

**Non-Discrimination**

➤ *Issues of institutional support for faculty diversity programs and initiatives, examine processes and procedures that will increase institutional effectiveness as it pertains to non-discrimination*

**Federation Rights**

➤ *Additional reassigned time for the LRCFT.*

**Work Environment/Safety**

➤ *Standards for workplace security and safety, including support for mental health issues, the threat assessment process, the process for carrying out investigations surrounding student complaints; and, student grievances about faculty.*

**Contracting for Instructional Services**

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

**Education Technology**


➤ *Computer use privacy, technology training, and access to instructional technology.*

**Intellectual Property**

➤ *Language clarification regarding ownership of copyrights*

**Ratification and Duration**

➤ *Extension of the contract from July 1, 2017 through June 30, 2020.*

  
\_\_\_\_\_  
KC Boylan, Chief Negotiator

**LRCFT 2017-2020 Contract Negotiations**  
**District Interests**  
(not prioritized)

In each of the areas below, the District has an interest to:

**Article 2 – Salaries**

Ensure clear understanding of responsibilities for the Department Chair; ensure the special project payment language reflects current processes; review step and class placement language for accuracy; clarify criteria and process for lower division units and non-academic activities related to salary schedule advancement; and to review the language regarding money owed to the District to ensure alignment with legal provisions.

**Article 3 – Fringe Benefits and Retirement**

Update and modify language as appropriate to reflect current benefits and dates, review and negotiate language.

**Article 4 – Workload**

Review College Service to ensure alignment of college and student needs, including the activity form and process; review online office hours in relation to meeting student needs; and to review online office hour for onground faculty.

Review the Counselor Work Day language, including College Service and Office time, as it relates to meeting student, counselor and department needs.

Review language to clarify office hours for onground adjunct faculty and to ensure quality and level of interaction.

**Article 8 – Performance Review**

Ensure faculty performance review criteria and professional responsibilities provide for effective evaluation; ensure effective student review of faculty; and to explore options to evaluate commitment to equity and diversity.

Ensure effective student review of faculty for adjunct faculty; review the adjunct faculty evaluation process and timeframe to ensure effective instruction and non-classroom work.

Ensure online instruction includes regular and substantive contact with students, effective online evaluation processes and student review of online faculty; ensure effective evaluation for online overload classes.

Review the evaluation process for televised courses for possible removal; and to review conditions for special review.

**Article 9 – Leaves with Pay**

Ensure this section addresses appropriate current leave legislation, including but not limited to recent parental leave law.

**Article 11 – Professional Expectations & Development Oppty**

Ensure clear language regarding faculty professional expectations and timeliness of completion.

**Article 13 – Dispute Resolution**

Ensure clarity in process.

Ensure clear language regarding when a designee is appropriate, and additional attendees.

**Article 14 – Participatory Governance**

Ensure consistency in language.

**Article 17 – Academic Freedom**

Ensure clarity of language.

**Article 18 – Non-Discrimination**

Ensure language reflects current state and federal law.

**Article 19 – Federation Rights**

Review this section, including temporary language, and consider if 19.3.5.1.3 could be better placed within the section.

Review this section to consider if copies of the contract still need to be distributed.

**Article 21 – Work Environment/Safety**

Review this section to ensure faculty safety.

**Article 26 – Educational Technology**

Review this section for congruency with current policy.

**Article 27 – Just Cause and Formal Complaints**

Review this section for process timelines and adjunct faculty process.

**Appendices A-F and Forms:**

Review and update as appropriate.

Interest to review any temporary language and MOU's and incorporate as appropriate.

# LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 14, 2016

<b>SUBJECT:</b>	2017-2020 Initial Collective Bargaining Proposals for SEIU and LRCCD	ATTACHMENT: Yes	
		ENCLOSURE: None	
<b>AGENDA ITEM:</b>	Collective Bargaining Item B	TYPE OF BOARD CONSIDERATION:	
<b>RECOMMENDED BY:</b>	<i>Theresa Matista</i> Theresa Matista, Vice Chancellor, Finance and Administration	CONSENT/ROUTINE	
		FIRST READING	
<b>APPROVED FOR CONSIDERATION:</b>	<i>Brian King</i> Brian King, Chancellor	ACTION	X
		INFORMATION	

**BACKGROUND:**

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

The District and representatives of the Service Employees International Union, Local #1021 (SEIU) have agreed to engage in negotiations. The collective bargaining agreement with SEIU expires on June 30, 2017. The parties wish to commence negotiations as soon as possible, with the goal of attempting to reach agreement as early as possible before the contract expires.

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

**STATUS:**

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

**RECOMMENDATION:**

It is recommended that a public hearing be scheduled on January 11, 2017 to allow for public input regarding the initial collective bargaining proposals submitted by the District and SEIU.



**Roxanne Sanchez**  
President

**Sunny Santiago**  
VP Region A (North Central)

**Tom Popenuck**  
VP Region B (North Coast)

**Gary Jimenez**  
VP Region C (East Bay)

**Joseph Bryant**  
VP Region D (San Francisco)

**Marcus Williams**  
VP Region E  
(Amador/Calaveras/San Joaquin)

**Jan Schardt**  
Secretary

**Amos Eaton**  
Treasurer

**Theresa Rutherford**  
VP of Representation

**Alysabeth Alexander**  
VP of Politics

**Ramses Teon-Nichols**  
VP of Organizing

**Executive Board**

Pete Albert  
John Arantes  
Akbar Bibb  
Derrick Boutte  
Lorraine Bowser  
Theresa Breakfield  
Monique Broussard  
Norlissa Cooper  
Gregory Correa  
Felipe Cuevas  
Evelyn Curiel  
Karla Faucett  
Al Fernandez  
Dan Jameyson  
Cynthia Landry  
Omar Medina  
Yeon Park  
Mercedes Riggelman  
Mary Sandberg  
Eric Stern  
Robert Taylor  
Angel Valdez  
Jim Wise  
Janice Wong

**Executive Board &  
Budget & Finance  
Committee**

Kathryn Cavness  
Rhea Davis  
Tina Diep  
Mary Duncan  
James Harris, Jr.  
Peggy LaRossa  
Julie Meyers  
Cristin Perez

**Initial Proposals for Successor Agreement for SEIU Local 1021**

**December 8, 2016**

**Dr. Brian King, Chancellor**  
Los Rios Community College District  
1919 Spanos Court  
Sacramento, CA 95825

In accordance with the Collective Bargaining Agreement between SEIU Local 1021 and Los Rios Community College District, SEIU Local 1021 hereby notices intent for full contract negotiations for the three year period spanning: July 1, 2017 to June 30, 2020.

The Contract will expire on June 30, 2017. SEIU Local 1021 proposes to negotiate language, terms and conditions of the successor agreement on Article(s) 1 through Article 21 (Full Contract) including all appendices (A through D), attachments, all memorandum of understanding, and side letter agreements.

The Collective Bargaining Agreement between SEIU Local 1021 and Los Rios Community College District shall be renewed for a three (3) year period ending on June 30, 2020. Please 'sunshine' this letter as our request for full contract negotiations with the College Trustees as soon as practicable.

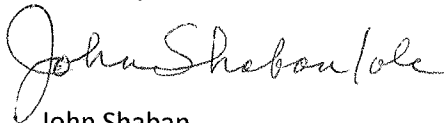
SEIU Local 1021 will submit specific proposals during the negotiations process. SEIU Local 1021 has the right to amend, modify, add or withdraw any proposal during the negotiations process.

Please find a list of our bargaining interests below, non-prioritized, with the caveat that we may add additional items from other unspecified Articles in the SEIU Local 1021 Collective Bargaining Agreement at any point in the negotiations process.

1. Article 16: Education incentives; stipend for work-related certifications.
2. Article 11: Longevity compensation and 'lead' pay.
3. Gender-appropriate P.E. Attendants.
4. Article 16: Continued collaborative job description updates for all SEIU represented positions (reclassify/comparative worth as the final aspect).
5. Article 11: "Super Lead" (designation and pay).
6. Article 14: Binding Arbitration / CA State Mediation Conciliation Service.

7. Article 2: New Employee Orientation (SEIU representative present at time of onboarding).
8. Article 6: Seniority as a weighted factor for site transfers, promotions, and shift bids.
9. Article 7: Clarification of work week and alternative work schedules, including shift differential parameters.
10. Article 13: Showers at FM and all sites where chemicals are used.
11. Article 15: Boot/uniform allowance, PPE and hand tools access.
12. Article 9: Floating Holidays/classified calendar discussion.
13. Article 2: Release time for Stewards, Bargaining Team and Chapter Officers for union business, training and education.
14. Article 2: Meetings: Chancellor, Vice Chancellor of Finance and Administration regularly scheduled.
15. Other Articles (1 through 21) as needed to clean up outdated/changes to laws or titles, or as other discussions develop at the bargaining table, the Union reserves the right to add, subtract, delete or modify proposals to any and all articles, appendices, side letter agreements, memorandum of understanding, at any time during full contract negotiations.

Sincerely,



John Shaban

SEIU Local 1021 – Education Council Supervisor

cc: Dr. Brian King, Chancellor Los Rios Community College District  
Ryan Cox, Associate Vice Chancellor, Human Resources  
Brenda Balsamo, Director, Human Resources  
Nely Obligacion, Education Council Field Director  
SEIU File

JS:vlc opeiu 29 afl-cio,clc  
S:/Los Rios CCD/Bargaining 2016 – 2017/Proposals for Successor 120716



**SEIU 2017-2020 Negotiations**  
**District Interests**  
(Not prioritized)

**Article 2: Union Rights**

To better reflect current practice and provide flexibility, the District has an interest to discuss language regarding the frequency of: employee information provided to the Union, meetings with the Vice Chancellor of Finance and Administration, new contract training, and new hire orientations.

The District has an interest to discuss providing clarification of the chief steward position, and language in support for training of new stewards.

**Article 7: Work Periods**

The District has an interest in reviewing contract language to provide clarification of rest periods for less than full time employees.

**Article 9: Leaves With Pay**

For purposes of providing better clarification of processes, the District has an interest in reviewing the current language for transfer of sick leave; the use of vacation for illness absence; jury duty leave; proration of personal necessity and business leave; bereavement leave; payment for accrued vacation upon separation; and the catastrophic illness and injury leave program.

**Article 11: Compensation**

The District has an interest to discuss the method of compensation for lead positions with dispatching duties.

**Article 12: Fringe Benefits & Insurance Programs**

For purposes of providing better clarification of processes, the District has an interest in reviewing the current language for medical and dental coverage, including with regard to work assignment increases; use of the Section 125 plans; and disability income protection.

The District has an interest in modifying the eligibility for participation in the Districts retiree health programs and updating certain other provisions.

**Article 16: Miscellaneous Provisions**

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

**Appendix A Salary & Benefits and Attachment One**

The District has an interest to update the language for currency and incorporation of memorandums of understanding if applicable.

**Contract Language Updates**

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

- Review of the definition of terms for updated language
- Update of language to reflect compliance with new and existing laws
- Expanded definition of physician
- Revise or delete references to expired years or obsolete language

# LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 14, 2016

<b>SUBJECT:</b>	Folsom Lake College Vision and Mission Statements	ATTACHMENT: Yes	
		ENCLOSURE: None	
<b>AGENDA ITEM:</b>	Action Item A	TYPE OF BOARD CONSIDERATION:	
<b>RECOMMENDED BY:</b>	<div style="text-align: right;"><i>Rachel Rosenthal</i></div> Rachel Rosenthal, President Folsom Lake College	CONSENT/ROUTINE	
		FIRST READING	
<b>APPROVED FOR CONSIDERATION:</b>	<div style="text-align: right;"><i>Brian King</i></div> Brian King, Chancellor	ACTION	X
		INFORMATION	

**BACKGROUND:**

The faculty, staff, students, and administration have worked collegially to review and revise the Vision and Mission Statements for Folsom Lake College as part of the college’s regular review cycle. Under the guidance of the Institutional Effectiveness Committee and its Strategic Planning Ad Hoc subcommittee, the college held forums at all three college sites during the fall semester 2016 to review the current statements, FLC College Master Plan, the Los Rios District’s new Vision and Mission statements, accreditation requirements, and other pertinent documents. As a result of these activities and numerous governance committee discussions, the Vision and Mission Statements were significantly revised and then approved through the college’s participatory governance process.

**STATUS:**

The Folsom Lake College Mission and Vision Statements were revised per the college’s participatory governance process. This matter is presented for Board adoption at its regular meeting on December 14, 2016.

**RECOMMENDATION:**

It is recommended that the Board of Trustees approve the vision and mission statements of Folsom Lake College.



## **Folsom Lake College Vision and Mission Statements**

### **Vision**

Folsom Lake College opens minds and doors through the power of education, inspiring all students to become socially responsible global citizens.

### **Mission**

Folsom Lake College enriches and empowers all students to strengthen our community by bridging knowledge, experience and innovation.

Folsom Lake College, serving the diverse communities of eastern Sacramento and western El Dorado counties, offers educational opportunities and support for students to transfer to four-year institutions, to improve foundational skills, to achieve career goals, and to earn associate degrees or certificates.

# LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 14, 2016

<b>SUBJECT:</b>	2015-16 Annual Audit Report	ATTACHMENT: None	
		ENCLOSURE: Audit Report	
<b>AGENDA ITEM:</b>	Action Item B	TYPE OF BOARD CONSIDERATION:	
<b>RECOMMENDED BY:</b>	Theresa Matista, Vice <i>Theresa Matista</i> Chancellor Finance & Administration	CONSENT/ROUTINE	
		FIRST READING	
<b>APPROVED FOR CONSIDERATION:</b>	Brian King, Chancellor <i>Brian King</i>	ACTION	X
		INFORMATION	

**BACKGROUND:**

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

Recently, Gilbert Associates, Inc. completed their annual audit of District funds; including a review of Measure ‘A’ and Measure ‘M’ bond funds as required by Proposition 39, and of the Foundation for the year ending June 30, 2016. The audit was successfully completed without any significant deficiencies or material weaknesses. There were no findings reported for the 2015-16 fiscal year.

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

**RECOMMENDATION:**

It is recommended that the Board of Trustees receive the audited financial statements for the 2015-16 fiscal year.