

# LOS RIOS COMMUNITY COLLEGE DISTRICT

## BOARD MEETING AGENDA Wednesday, October 10, 2018 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
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<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>
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<b>3. CONSENT CONSIDERATIONS</b> <i>A member of the Board may request that an item be removed for further discussion and separate action.</i>	
A. Board Meeting Minutes: September 12, 2018 (page 3)	Brian King
B. Curriculum Proposals: ARC/FLC/SCC (page 13)	Jamey Nye
C. Resolution No. 2018-08: Liability Coverage for District Volunteers (page 21)	Theresa Matista
D. Resolution No. 2018-09: State Surplus Property (page 23)	Theresa Matista
E. Disposition of Surplus Equipment (page 31)	Theresa Matista
F. Ratify: Grants & Contracts Awarded (page 32)	Brian King
G. Ratify: Affiliation and Other Agreements (page 33)	Theresa Matista
H. Purchase Orders, Warrants, Checks and Electronic Transfers (page 36)	Theresa Matista
I. Regular Human Resources Transactions (page 38)	Theresa Matista

<b>4. FIRST READING</b>	
A. Board Policy Revision: P- 1412 Fees for Use of Facilities (page 61)	JP Sherry
B. Board Policy Revisions: P-2113, P-5111, P-6111, P-9111 Intent and Accountability for Equal Opportunity & P-2115, P-5112, P-6112, P-9112 Service Animals (page 63)	JP Sherry
C. Board Policy Revisions: P-2423, P-5172, P-6163, P-9152 Discrimination and Harassment Complaint Procedures (page 79)	JP Sherry
D. Board Policy Revisions: P-2424, P-5173, P-6161, P-9153 Sexual Harassment (page 85)	JP Sherry

<b>5. ACTION</b>	
A. Special Payment – Police Officers, Sergeants and Captains (page 102)	Theresa Matista
B. Universal Transit Pass Agreement – Modification and Extension (page 105)	Theresa Matista
C. Resolution 2018-10 Deferred Action for Childhood Arrivals (DACA) Program (page 107)	JP Sherry

<b>6. BOARD MEMBER REPORTS</b>
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<b>7. FUTURE AGENDA ITEMS</b>
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**8. REPORTS and COMMENTS**

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

**9. CLOSED SESSION**

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

A. Pursuant to Government Code section 54957: Public Employee Performance Evaluation: Chancellor

B. Pursuant to Government Code section 54957.6; Conference with Labor Negotiators – Agency designated representative: Ryan Cox; Unrepresented Employee: Chancellor

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

**11. ACTION**

A. [Chancellor’s Contract \(page 110\)](#)

**12. ADJOURNMENT**

LOS RIOS BOARD OF TRUSTEES			
<b>Pamela Haynes</b> President ▪ Area 5	<b>John Knight</b> Vice President ▪ Area 3	<b>Dustin Johnson</b> ▪ Area 1 <b>Robert Jones</b> ▪ Area 2 <b>Ruth Scribner</b> ▪ Area 4	<b>Deborah Ortiz</b> ▪ Area 6 <b>Tami Nelson</b> ▪ Area 7 <b>Danny Thirakul</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: November 7, 2018 ▪ Regular Board Meeting ▪ Location: Folsom Lake College			
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:** October 10, 2018

<b>SUBJECT:</b>	Board Meeting Minutes: September 12, 2018	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 September 12, 2018 are attached for Board review and consideration.

**RECOMMENDATION:**

It is recommended that the Board of Trustees approve the minutes of the meeting held on September 12, 2018.



**LOS RIOS COMMUNITY COLLEGE DISTRICT**  
**Board Meeting Minutes**  
**Wednesday, September 12, 2018**

*Prior to the regular board meeting, the Board of Trustees received sexual harassment training facilitated by Deborah Maddux.*

### **1. CALL TO ORDER**

The board meeting was called to order by President Haynes at 5:40 p.m., in the Tiff Martinez Board Room at Los Rios Community College District, 1919 Spanos Court, Sacramento, California.

***Present:***

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

Mr. Danny Thirakul, Student Trustee

Dr. Brian King, Chancellor

### **2. ORAL COMMUNICATIONS**

Elena Denecochea from the American River College Feminists United Club addressed the Board of Trustees regarding women's' health services on campus.

### **3. CONSENT CONSIDERATIONS**

*A motion was made by Trustee Knight, seconded by Trustee Dustin, that the Board of Trustees approve Consent Consideration items A through L*

*Roll Call Vote:*

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

*No: None*

*Absent: None*

*Student Trustee: Aye*

*Motion carried; 7:0*

A. Board Meeting Minutes: August 8, 2018

*That the Board of Trustees approve the minutes of the meeting held on August 8, 2018.*

B. Curriculum Proposals: American River, Cosumnes River, and Folsom Lake College

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

C. 2018-2019 Education Protection Account Expenditure Plan

*That the Board of Trustees adopt for the 2018-19 fiscal year the plan to designate compensation costs for classroom instruction as funded by EPA. Upon approval, the District will update its website to reflect the Board's action.*

D. Amended Bylaws: The Los Rios Foundation

*That the Board of Trustees approve the amendments to the LRF bylaws attachment found in the September 12, 2018 board agenda and authorize staff to submit them to the California Community College System Office.*

E. Claim: Orlando Diaz

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

F. Claim: Julio Aranda

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

G. District Annual Investment Report

*That the Board of Trustees accept the District's Annual Investment Report for fiscal year 2017-18.*

H. Disposition of Stale District Records

*That the Board of Trustees approve the destruction of the documents referenced on the lists in the September 12, 2018 board agenda.*

I. Disposition of Surplus Equipment

*That the Board of Trustees approve the disposal of the listed items per Education Code section 81452.*

J. Ratify: Affiliation and Other Agreements

That the Board of Trustees ratify and/or approve the agreements as listed.

1. Los Rios Community College District and Top Hat establish an agreement to provide Learning Tool Interoperability System to be integrated with Canvas LMS. This agreement provides a discount price to our students for the tool. This agreement covers the period from August 1, 2018 through July 30, 2021
2. Los Rios Community College District and the City of Sacramento establish an agreement for Co-Sponsor “Our Life Stories” writer’s conference. This agreement covers the conference of April 28, 2018 and future annual conferences.
3. Los Rios Community College District and Urban Advocates and Achievers INC establish a Federal Work Study agreement. This agreement commenced April 4, 2018 and is effective until terminated by either party upon 30 days’ notice and is subject to availability of funding.
4. Los Rios Community College District and Yolo County Library establish a Federal Work Study agreement. This agreement commenced June 13, 2018 and is effective until terminated by either party upon 30 days’ notice and is subject to availability of funding.
5. Below 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
Solano Diagnostics Imaging	Imaging	FLC	06/20/18	Evergreen
Wilson & Kratzer Mortuary	Funeral Services	ARC	07/18/18	Evergreen
Claffey & Rota Funeral Home	Funeral Services	ARC	07/18/18	Evergreen
Thompson’s Rose Chapel	Funeral Services	ARC	07/18/18	Evergreen
Chapel of the Chimes	Funeral Services	ARC	07/18/18	Evergreen
Berge Pappas Smith Chapel	Funeral Services	ARC	07/18/18	Evergreen
First Responder EMS, Chico	EMT	ARC	07/27/18	EXP: 07/27/2021
Cosumnes CSD Fire Dept.	EMT	CRC	08/08/18	EXP: 08/08/2021
Fairfield-Suisun Unified School District	PTA/OTA	SCC	08/23/18	EXP: 06/30/2020

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

\* EMT – Emergency Medic

6. 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.

**ON-CAMPUS FACILITY USE AGREEMENTS**

Campus	Type of Agreement	Permit Number
EDC	Facility Use	EDC-2019-002
FLC	Facility Use	FLC 18-050
FLC	Facility Use	FLC 18-061
CRC	Facility Use	C19-0029
CRC	Facility Use	C19-0030
CRC	Facility Use	C19-0031
CRC	Facility Use	C19-0032
CRC	Facility Use	C19-0033
CRC	Facility Use	C19-0034
CRC	Facility Use	C19-0035
CRC	Facility Use	C19-0036
SCC	Facility Use	S19-0023
SCC	Facility Use	S19-0027
SCC	Facility Use	S19-0033
SCC	Facility Use	S19-0021
SCC	Facility Use	S19-0030
SCC	Facility Use	S19-0032
SCC	Facility Use	S19-0016
SCC	Facility Use	S19-0026
Harris Center	Facility Use	12773
Harris Center	Facility Use	12774
Harris Center	Facility Use	12775
Harris Center	Facility Use	12776
Harris Center	Facility Use	12848
Harris Center	Facility Use	12850
Harris Center	Facility Use	12852
Harris Center	Facility Use	12864
Harris Center	Facility Use	13189
ARC	Facility Use	1001
ARC	Facility Use	1002

*K. Purchase Orders, Warrants, Checks and Electronic Transfers*

*That the Board of Trustees approve the numbered purchase orders, warrants, checks and electronic transfers that are reflected on the attached schedule.*

<b>PURCHASE ORDERS</b>		
General Fund	0001100296-0001101074 B119406-B119589	\$ 41,088,357.17
Capital Outlay Fund	0003017890-0003017949 B319000-B319003	
Child Development Fund	0006000838-0006000841 B619008-B619008	
Self-Insurance Fund	0009000415-0009000416 B919007-B919007	
<b>WARRANTS</b>		
General Fund	767044-768049	\$ 10,673.495.91
General Fund-ARC Instructional Related	008872-008918	
General Fund-CRC Instructional Related	023094-023105	
General Fund-FLC Instructional Related	031360-031367	
General Fund-SCC Instructional Related	47067-47132	
Capital Outlay Fund	832949-833031	

Student Financial Aid Fund	900311-900314	
Child Development Fund	954570-954582	
Self-Insurance Fund	976463-976475	
Payroll Warrants	402026-402839	\$ 4,681,433.08
Payroll Vendor Warrants	64277-64385	
August Leave Process	402840-404086	
<b>CHECKS</b>		
Financial Aid Disbursements (E-trans)	-	\$ 950,091.00
Clearing Checks	2796-2796	\$ 2059.00
Parking Checks	3108-3112	\$ 211.00
Bookstore Fund – ARC	33013-33077	\$ 773,528.62
Bookstore Fund – CRC	28108-28156	
Bookstore Fund – FLC	10345-10372	
Bookstore Fund – SCC	050408-050442	
Student Clubs Agency Fund – ARC	5610-5640	\$ 87,693.99
Student Clubs Agency Fund – CRC	4781-4809	
Student Clubs Agency Fund – FLC	2502-2517	
Student Clubs Agency Fund – SCC	3993-3998	
Foundation – ARC	5883-6035	\$ 343,716.53
Foundation – CRC	2530-2560	
Foundation – FLC	1624-1637	
Foundation – SCC	4737-4755	
Foundation – DO	1009-1012	
Associated Students Trust Fund – ARC	0992-0994	\$ 214.61
Associated Students Trust Fund – CRC	0857-0858	
Associated Students Trust Fund – FLC	-	
Associated Students Trust Fund – SCC	-	
Regional Performing Arts Center Fund	USI Check System 5878-5921	\$ 301,602.25
<b>ELECTRONIC TRANSFERS</b>		
Board of Equalization	-	\$ 27,895.00
PARS	-	\$ 29,616.64
Vendors	-	\$
Backup Withholding	-	\$
Retiree Health Trust	-	\$ -
Self-Insurance	-	\$
Bookstore	-	\$ 48,217.07
Payroll Direct Deposit Advices	922290-925985	\$ 11,531,483.05
Other Payroll Transactions	-	\$ 5,471.00

L. Human Resources Transactions

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

**4. ACTION**

A. Contract Award: Proposition 39 Projects

A motion was made by Trustee Ortiz, seconded by Trustee Thirakul, that the Board of Trustees

award the contract for bid 18033 to Regreen Inc. for a contract amount of \$479,643.01, Bid 19000 to Honeywell for a contract amount of \$360,970.00, Bid 19002 to Honeywell for a contract amount of \$406,145.00, and Bid 19003 to Honeywell for a contract amount of \$498,950.00.

Roll Call Vote:

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

No: None

Absent: None

Student Trustee: Aye

Motion carried; 7:0

B. Public Hearing: Adoption of 2018-19 Proposed Budgets

**Public Hearing:** President Haynes declared a public hearing to receive comments on the 2018-19 proposed budgets.

A motion was made by Trustee Jones, seconded by Trustee Nelson, that the Board of Trustees conduct a public hearing to receive comments on the proposed budgets and adopt the 2018-19 proposed budgets for the General Fund (Z budget), Instructionally-Related, Special Revenue, Capital Projects, Debt Service, Enterprise, Internal Service, Fiduciary, Trust and Auxiliary Funds of the District for filing with the appropriate County/State agencies.

Roll Call Vote:

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

No: None

Absent: None

Student Trustee: Aye

Motion carried; 7:0

## 5. INFORMATION

A. Citizens' Bond Oversight Committee Annual Report 2017-18

Deputy Chancellor Theresa Matista presented the Citizens' Bond Oversight Committee Annual Report to the Board of Trustees.

B. AB 705 Update

The co-chairs of the District's AB 705 Implementation Coordination Workgroup provided an overview of AB 705 implementation efforts across the District, and shared initial AB 705 placement data in math and English which shows dramatic increases in students placing directly into transfer-level courses.

## 6. BOARD MEMBER REPORTS

Trustee Thirakul attended the CCLC Student Trustee Conference.

Trustee Johnson attended the SCC-Davis Center Phase II Dedication Ceremony and the Central Labor Council Labor Day Picnic.

Trustee Knight attended the groundbreaking for the CRC Student Center and the Davis Center Dedication.

Trustee Ortiz attended the District Office Convocation.

Trustee Nelson attended the New Faculty Reception, CRC's Convocation, and the Central Labor Council Labor Day BBQ.

Trustee Haynes attended the New Faculty Reception, the Davis Center dedication, the CRC Student Center groundbreaking the SCC Mohr Hall groundbreaking, and the Academic Senate Retreat.

## **7. FUTURE AGENDA ITEMS**

Trustee Scribner requested a follow-up report or discussion on reproductive health care.

Trustees requested to schedule future board meetings at the college centers when they are available to host.

## **8. REPORTS AND COMMENTS**

The following constituency representatives presented reports to the Board:

Rebecca Rico Chavez, President, American River College Student Senate

Olga Prizhibilov, President, American River College Classified Senate

Carlos Lopez, President, Districtwide Academic Senate

### Chancellor's Report:

Thanked the Academic Senate Presidents for the thoughtful retreat discussion.

ARC: ARC students, led by Astronomy Professor Paulo Afonso, worked on location at NASA's Columbia Scientific Balloon Facilities in Texas and New Mexico to collaborate on an astrophysics project. The four-person student team constructed equipment capable of surviving near-space conditions in addition to collecting data that will help us to better understand the polarization of gamma- and x-ray background radiation, since this in turn may help us to better understand the many sources of such radiation. The ARC team earned this opportunity after being accepted for the competitive High Altitude Student Program after months of advance prep work. The student equipment was launched into near space (about 22 miles into the atmosphere) on Sept. 4 to capture data. After being in near space for about a day and a half the equipment was returned and the data are being analyzed.

CRC: The CRC Foundation held the Textbook Scholarship drawing last week. This is the 13th year for the bi-annual event sponsored by the CRC Hawks Nest College Store and Annual Fund donors. Nearly 700 students signed up to win one of twenty-six \$300 gift cards to the CRC Hawks Nest College Store. Students enjoyed free food and refreshments provided by the Foundation, Athletics and ASCRC while they waited to hear if their names were drawn.

FLC: Folsom Lake College’s El Dorado Center recently unveiled its new wall mural in the Student Lounge. Over 100 members of the college community participated in this collaborative two-year project, which was spearheaded by the EDC Student Activities Club and Faculty Advisor Deanne Repetto, and with the artistic vision of Visual Arts Professor Eunyoung Hwang. The college’s Office of Philanthropy donated the initial project funds and the Home Depot Placerville donated paint and supplies for the mural, which pays homage to the area’s natural landscape and the historic fabric of El Dorado County. Placerville Mayor Wendy Thomas, Los Rios Trustee John Knight, and members of the EDC Patrons Club were among those on hand for the celebratory unveiling on August 30.

SCC: Sacramento City College had its official groundbreaking of the Mohr Hall construction project on September 12. The new building, slated to open in spring 2020, will house classrooms for the Science & Allied Health Division. Nursing students, former division dean Sharon Dutra, Trustee Pamela Haynes, SCC President Michael Gutierrez and Chancellor Brian King were some of the notable participants at the event. Just three weeks ago, on August 22, SCC also hosted a dedication for the new Davis Center South building. The building doubles the size of the Davis Center campus and features modern design in its lab and science classrooms. Speakers included alumnus Luis Reyes, who transferred from SCC to UCD where he earned his B.A. in Political Science. He was able to take all the classes he needed to transfer at the Davis Center.

*Chancellor King announced the following retirements:*

Retirement			Years of Service
Pamela Morrison	Confidential Administrative Assistant III	SCC	14
Cecilia Mayer	Student Personnel Assistant – Student Services	ARC	15
Neal Quigley	Senior Information Technology Specialist- Microcomputer Support	CRC	17
Jeannette Solorio	Financial Aid Officer	SCC	29
Sharon Fink	Confidential Administrative Assistant I	FM	30
Michael Hunter	Geography Professor	SCC	31
Deborah Bryant	Mathematics Professor	SCC	31+

## 9. CLOSED SESSION

General Counsel Sherry announced closed session as listed below. The following board members went into closed session at 8:40 pm: Ms. Haynes, Mr. Johnson, Mr. Jones, Mr. Knight, Ms. Ortiz, Ms. Nelson and Ms. Scribner.

- A. Pursuant to Government Code section 54956.9: Conference with Legal Counsel; Existing Litigation; United States District Court for the Eastern District of California, Case No. 2:17-cv-01458-WBS-KJN.

*Closed Session Adjourned: 8:49 pm*

*Open Session: 8:50 pm*

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

*On the item listed as 9.A, the Board of Trustees voted by a vote of 7 to 0 to approve the settlement presented in the closed session in the amount of \$48,000.*

## **11. ADJOURNMENT**

*A motion was made by Trustee Ortiz, seconded by Trustee Knight, that the meeting be adjourned.*

President Haynes adjourned the meeting at 8:51 p.m.

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### **BRIAN KING**

Chancellor and Secretary to the Board of Trustees

*Draft minutes presented to the Board of Trustees: October 10, 2018*  
*jd*

# LOS RIOS COMMUNITY COLLEGE DISTRICT

**PRESENTED TO BOARD OF TRUSTEES**

**DATE:** October 10, 2018

<b>SUBJECT:</b>	Curriculum Proposals: American River, Folsom Lake and Sacramento City Colleges	ATTACHMENT: Yes	
		ENCLOSURE: None	
<b>AGENDA ITEM:</b>	Consent Item B	TYPE OF BOARD CONSIDERATION:	
<b>RECOMMENDED BY:</b>	 Jamey Nye, Vice 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 attached curriculum was approved at the September 28, 2018 meeting.

The District Curriculum Coordinating Committee membership includes the following representatives: American River College –Joe Gilman, Valerie Rose, Al Ahmadi, Lisa Lawrenson; Cosumnes River College –Brian Noel, Amanda Wolcott-Paskey, Torrence Powell; Folsom Lake College – Eric Wada, Carlos Lopez, Monica Pactol; Sacramento City College – Dyan Pease (Chair), Richard Yang, Don Button, Renee Medina, Albert Garcia; District Senate – Alisa Shubb; Articulation Officer – Lynn Fowler; District Office – Tammy Montgomery; and Student Representative: TBA.

**RECOMMENDATION:**

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

# Los Rios Community College District

## Recommendation for Adoption by the Board of Trustees

October 10, 2018

### COURSE PROPOSALS

#### Course Deletions

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#### *American River College*

1. **BUS 345 Law and Society (3.00 units)**

**Justification:** Upon program review, the department has determined that this course no longer serves the needs of our students.

2. **ENGRD 1000 Reading Across the Disciplines (0.50 units)**

**Justification:** Upon program review, the department has determined that this course no longer serves the needs of our students.

3. **TA 480 Honors Theory and Techniques of Acting (3.00 units)**

**Justification:** Upon program review, the department has determined that this honors version of TA 350 no longer meets the needs of our students.

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#### *Folsom Lake College*

1. **ENVT 304 Environmental Biology (3.00 units)**

**Justification:** This deletion will remove ENVT 304 as a cross-listed course with BIOL 350. BIOL 350 will remain in the catalog. No programs require ENVT 304.

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#### *Sacramento City College*

1. **CISC 306 Introduction to Web Page Creation (1.00 unit)**

**Justification:** This course is being replaced with CISW306. This is a result of program review analysis, which established that CISC306 and CISW370 could be combined, make scheduling easier for students, and provide succinct and comprehensive curriculum for the Web programs to implement current Web Development recommended standards.

2. **CISW 304 Cascading Style Sheets (2.00 units)**

**Justification:** This course is being replaced with CISW327. This is a result of program review analysis, which established that CISW320 and CISW304 could be combined to reduce course units, make scheduling easier for students, and provide succinct and comprehensive curriculum for the Web programs to implement current Web Development recommended standards.

3. **CISW 320 Introduction to Web Development (3.00 units)**

**Justification:** This course is being replaced with CISW327. This is a result of program review analysis, which established that CISW320 and CISW304 could be combined to reduce course units, make scheduling easier for students, and provide succinct and comprehensive curriculum for the Web programs to implement current Web Development recommended standards.

4. **CISW 370 Designing Accessible Websites (1.00 unit)**

**Justification:** This course is being replaced with CISW306. This is a result of program review analysis, which established that CISC306 and CISW370 could be combined, make scheduling easier for students, and provide succinct and comprehensive curriculum for the Web programs to implement current Web Development recommended standards.

5. **CISW 470 Web Projects (3.00 units)**

**Justification:** This course will no longer be offered. Instead, students will take CISW 498 Work Experience in Web Development for 3 units.

6. **ECE 410 Health and Safety in Child Care Settings (1.00 unit)**

**Justification:** This course, cross-listed with HEED 330, is being deleted as it is no longer offered. An alternative course, ECE 419: Healthy Young Children in Group Care, was created.

7. **HEED 330 Health and Safety in Child Care Settings (1.00 unit)**

**Justification:** This course, cross-listed with ECE 410, is being deleted as it is no longer offered. An alternative course, ECE 419: Healthy Young Children in Group Care, was created.

**New to District Courses**

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*American River College*

1. **PACT 430 Pickleball I (1.00 unit)**

*Prerequisite:* None.

*54.00 hours laboratory*

This course covers basic technique of strokes, rules of play, simple strategies, and the etiquette of pickleball.

**Justification:** This course expands the Kinesiology offerings in Personal Activities (PACT). It meets the needs of students wishing to focus on specific fitness/training, personal activities, and examine and improve their cardio fitness. This course will become a part of the A.A. degree in Physical Education and fulfill the P.E. requirement for graduation.

2. **PACT 431 Pickleball II (1.00 unit)**

*Prerequisite:* None.

*54.00 hours laboratory*

This course reviews basic fundamentals, techniques, rules, and social courtesies of pickleball. It emphasizes skill and technique development beyond that of a beginning player, as well as intermediate strategies for singles and doubles.

**Justification:** This course expands the Kinesiology offerings in Personal Activities (PACT). This course provides an opportunity to develop intermediate skills and knowledge in pickleball. It meets the needs of students wishing to focus on specific fitness/training, personal activities, and examine and improve their cardio fitness. This course will become a part of the A.A. degree in Physical Education and fulfill the P.E. requirement for graduation.

3. **PACT 432 Pickleball III (1.00 unit)**

*Prerequisite:* None.

*54.00 hours laboratory*

This course focuses on improving and refining the physical and mental skills and techniques of pickleball. Particular attention is given to strategic development of the player, while refining the paddle skills that set up and finish points. Developing patterns, dink placement, and tactical court positioning are introduced and developed.

**Justification:** This course expands the Kinesiology offerings in Personal Activities (PACT). This course provides an opportunity to develop advanced skills and knowledge in pickleball. It meets the needs of students wishing to focus on specific fitness/training, personal activities, and examine and improve their cardio fitness. This course will become a part of the A.A. degree in Physical Education and fulfill the P.E. requirement for graduation.

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***Sacramento City College***

1. **CISW 306 Introduction to Web Page Creation and Web Accessibility (2.00 units)**

*Prerequisite:* None.

*Advisory:* CISC 305 or 310 with a grade of "C" or better

*27.00 hours lecture, 27.00 hours laboratory*

This course introduces foundation concepts of coding HTML, CSS, and using a content management system for the production of Web pages. Web page creation will include formatting, layout, construction, and presentation. The current version of markup language will be introduced, as identified by the World Wide Web Consortium (W3C). This course also introduces methods used to design accessible websites for people with disabilities. Students will design and develop pages accessible to people with disabilities, in accordance with the W3C Accessibility Standards. This includes understanding how to perceive, understand, navigate, and interact with the Web. This course explores software tools to assist visual, auditory, physical, speech, cognitive, and neurological disabilities, and has students experience using pages on the Web using software or open-source tools to illustrate various tools used to view Web pages for accessibility. Current legal requirements for accessible websites, including the Americans with Disabilities Act (ADA) and Section 508, are emphasized and implemented in project work produced in this course. Students who have successfully completed CISC 306 and CISW 370 are not eligible to take this course.

**Justification:** This course has been developed to replace CISC306 and CISW370 as an outcome of Program Review recommendations for the Web program.

## 2. CISW 327 Introduction to Web Development coding HTML and CSS (4.00 units)

*Prerequisite:* CISC 310 and CISW 306 with grades of "C" or better

*54.00 hours lecture, 54.00 hours laboratory*

This course teaches foundations of coding HTML and CSS. Technical aspects of Web development are included for using text, images, links, objects, forms, tables, and multi-media on Web pages. CSS will be implemented using inline, embedded and external styles, media queries, selectors, web fonts, pseudo-classes, pseudo-elements, and other CSS techniques to apply advanced features for the presentation of Web pages. Open-source developer tools and online resources will be introduced. Websites will be managed locally and on a network using effective file management and file transfer protocols. World Wide Web Consortium (W3C) recommended standards will be emphasized using a structured approach in writing validated, accessible, and adaptive code for multiple devices: cell, tablet and desktop. Students taking this course should have fundamental skills in file management and be familiar with fundamental operating system skills-sets for success in this course. Students who have successfully completed CISW 320 and CISW 304 are not eligible to take this course.

**Justification:** This course has been developed to replace CISW320 and CISW304 as an outcome of Program Review recommendations for the Web programs.

## 3. INDIS 370 Introduction to Science Technology Engineering and Math (STEM) (1.00 unit)

*Prerequisite:* None.

*18.00 hours lecture*

This course introduces the STEM field from a local and global perspective through guest speakers, discussions, small research projects, and a culminating presentation. As a central theme to the course, students will investigate the challenges facing individuals from underrepresented

groups in STEM as defined by the National Science Foundation. Students will then generate an individualized plan for pursuing their particular STEM emphasis of choice. This plan will consist of elements of a basic education plan, a reflection of their unique sociocultural experiences, specific study skills strategies, and STEM skills analysis and strategies for improvement. The student will be given an opportunity to apply the practices outlined in their plan through a sampling of a number of STEM-related courses (through guest lectures, etc.). This course is not open to students who completed the topic under INDIS 499.

**Justification:** The purpose of this course is to raise awareness about the different STEM academic and career opportunities that are available on this campus and beyond. This course (as part of the INDIS 370-373 sequence) was specifically developed to ameliorate the disproportionate representation in STEM education on our Sacramento City College campus.

**4. INDIS 371 Skills Practice in Science Technology Engineering and Math (STEM) (1.50 units)**

*Prerequisite:* INDIS 370 with a grade of "C" or better

*18.00 hours lecture, 27.00 hours laboratory*

This course introduces the STEM field from a hands-on learning perspective. Based on a student's unique STEM-Skill profile, they will generate an individualized plan to address a particular STEM industry need. This plan will consist of an identification of that need and a specific engineered solution to it. In lecture, students will work on improving their STEM-Skills (spatial ability, proportional reasoning, pitch pattern perception, etc.). In lab, students will apply the steps outlined in their plan via hands-on experience in the campus Makerspace. These experiences will include an orientation and use of the equipment in the Makerspace lab in the generation of a final product. This course is not open to students who completed the topic under INDIS 499.

**Justification:** The purpose of this course is to raise awareness about the different STEM academic and career opportunities that are available on this campus and beyond. This course (as part of the INDIS 370-373 sequence) was specifically developed to ameliorate the disproportionate representation in STEM education on our Sacramento City College campus.

**5. INDIS 372 Numerical Problem Solving in Science Technology Engineering and Math (STEM) (1.50 units)**

*Prerequisite:* INDIS 371 with a grade of "C" or better

*18.00 hours lecture, 27.00 hours laboratory*

This course introduces the STEM field through various data analysis techniques in a hands-on learning environment. As the course progresses, students will explore various STEM fields of study through a problem-solving lens. Specifically, students will use various mathematical or statistical techniques to uncover a particular STEM industry need. They will then use data analysis techniques to develop a plan for addressing this particular need and forecasting its potential effectiveness. Through a hands-on experience in the campus Makerspace facilities students will be given an opportunity to produce some important element of their proposed

solution, and then showcase it to others. This course is not open to students who completed the topic under INDIS 499.

**Justification:** The purpose of this course is to raise awareness about the different STEM academic and career opportunities that are available on this campus and beyond. This course (as part of the INDIS 370-373 sequence) was specifically developed to ameliorate the disproportionate representation in STEM education on our Sacramento City College campus.

## 6. **INDIS 373 Research Writing Techniques in Science Technology Engineering and Math (STEM) (1.50 units)**

*Prerequisite:* INDIS 372 with a grade of "C" or better

*18.00 hours lecture, 27.00 hours laboratory*

This course introduces the STEM field from a research writing and hands-on learning perspective. In this course, students will select a particular STEM industry topic and develop a plan for researching and reporting on this topic. Emphasis will be on producing a publication-themed manuscript based on their hands-on research for this topic. Therefore, the principal focus of the lecture portion of this course will be the research writing process. The lab portion of the course is where students will be given an opportunity to apply the research practices outlined in his or her plan through a hands-on experience in the campus Makerspace facilities. Students will use the research writing approach to guide them through the entire process and produce a manuscript potentially worthy of submittal for publication in a peer reviewed journal. This course is not open to students who completed the topic under INDIS 499.

**Justification:** The purpose of this course is to raise awareness about the different STEM academic and career opportunities that are available on this campus and beyond. This course (as part of the INDIS 370-373 sequence) was specifically developed to ameliorate the disproportionate representation in STEM education on our Sacramento City College campus.

## **PROGRAM PROPOSALS**

### **New Programs**

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#### *American River College*

### 1. **Photography**

This program provides training for beginning careers in freelance photography. Topics include basic skills necessary for entry level photography positions and the development of businesses in freelance photography.

**Justification:** Currently our students have to switch campuses to get a degree in photography or fill the requirements for A.A. in Art at ARC. This program gives ARC photography students the option to remain at ARC for a degree in photography.

**1. Business Information Worker**

The Business Information Worker Certificate prepares students for entry-level office, computer, and administrative support positions in a variety of industries. This certification includes courses in: oral and written business communications; computer application skills, including beginning Excel, Word, and Outlook; the fundamentals of computer systems; and critical thinking and problem solving.

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

**2. Commercial Music: Performance**

This program is designed to prepare students to embark on industry careers in music performance and/or to transfer to four-year programs with an emphasis in Music Performance. Due to the MUIVI 420 requirement in this program, students are advised to contact the music department chair and schedule an audition for MUIVI 420 immediately upon enrolling in this program of study. Additionally, students are required to be enrolled in an FLC performance ensemble each semester that they are enrolled in this certificate program.

**Justification:** This certificate is one of 5 CTE certificates approved for FLC through the Los Rios Music Departments' Convergence Process in Spring 2012. It is designed to address the needs within the local and regional music industry markets for musicians trained in a broader range of music genre.

**3. Commercial Music: World Music**

This certificate is designed to prepare students for employment in the field of World Music performance and/or transfer to undergraduate programs in ethnomusicology. It is a requirement that students be enrolled in MUP 426 during each semester until they complete the program.

**Justification:** This certificate is one of 5 CTE certificates approved for FLC by the Los Rios Music Departments' Convergence Process in Spring 2012.

# LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: October 10, 2018

<b>SUBJECT:</b>	Resolution No. 2018-08 Liability Coverage for District Volunteers	ATTACHMENT: Yes	
		ENCLOSURE: None	
<b>AGENDA ITEM:</b>	Consent Item C	TYPE OF BOARD CONSIDERATION:	
<b>RECOMMENDED BY:</b>	<i>Theresa Matista</i> Theresa Matista, Deputy Chancellor	CONSENT/ROUTINE	X
		FIRST READING	
<b>APPROVED FOR CONSIDERATION:</b>	<i>Brian King</i> Brian King, Chancellor	ACTION	
		INFORMATION	

**BACKGROUND:**

Presently, there are approximately 1,160 volunteers, including student volunteers, who donate their time in various capacities throughout the District. In order for the volunteers to be covered under the Statewide Association of Community Colleges (SWACC) Memorandum of Coverage for “liability”, it is recommended that the Governing Board approve a resolution stating that the District recognizes volunteers, and that an approved list of volunteer services will be updated and maintained.

**STATUS:**

A recent survey of volunteer activity in the District reveals the following volunteer services are being performed.

Volunteer Groupings	Number of Volunteers
Academic & Foundations	29
a. Tutors	109
b. Student and event helpers, etc.	237
Athletics/PE (coaches, trainers, etc.)	162
Drivers (i.e. field trips)	49
Observatory Docents	29
Others (Harris Center, Veteran’s Center, etc.)	545
<b>Total</b>	<b>1160</b>

**RECOMMENDATION:**

It is recommended that the Board of Trustees approve Resolution No. 2018-08 regarding liability coverage for volunteers.



# LOS RIOS COMMUNITY COLLEGE DISTRICT

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

## RESOLUTION

No 2018-08

### Liability Coverage for District Volunteers

**WHEREAS**, the Los Rios Community College District recognizes the need for and benefit derived from individuals and groups providing volunteer services to the District; and

**WHEREAS**, the Los Rios Community College District desires to provide liability coverage for the individuals in their capacity as volunteers to the District while they are performing services for the District in accordance with District policies and regulations: Now, therefore,

**BE IT RESOLVED** that, for the purposes of extending this coverage to official volunteers of the District, all individuals who directly volunteer to provide services to the District, and whose volunteer services are accepted in accordance with District policies and regulations shall be covered by the District’s general liability insurance program. The type of volunteer service shall be on file at the appropriate District or local site office prior to commencing volunteer services.

**PASSED AND ADOPTED** as Los Rios Community College District Resolution No. 2018-08 this tenth day of October, 2018, by the following called vote:

AYES	NOES	ABSENT
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\_\_\_\_\_  
Pamela Haynes, Board President

*Attest:*

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

# LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: October 10, 2018

<b>SUBJECT:</b>	Resolution No. 2018-09: State Surplus Property	ATTACHMENT: Yes	
		ENCLOSURE: None	
<b>AGENDA ITEM:</b>	Consent Item D	TYPE OF BOARD CONSIDERATION:	
<b>RECOMMENDED BY:</b>	<i>Theresa Matista</i> Theresa Matista, Deputy Chancellor	CONSENT/ROUTINE	X
		FIRST READING	
<b>APPROVED FOR CONSIDERATION:</b>	<i>Brian King</i> Brian King, Chancellor	ACTION	
		INFORMATION	

**BACKGROUND:**

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

**STATUS:**

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

**RECOMMENDATION:**

It is recommended the Board of Trustees approve the enclosed renewal application and Resolution 2018-09 authorizing the designated employees to make surplus property purchases on behalf of Los Rios Community College District from the Office of Procurement, Department of General Services of the State of California.



# LOS RIOS COMMUNITY COLLEGE DISTRICT

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

## RESOLUTION

No 2018-09

### Approve Use of State Surplus Program

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

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

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

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

**PASSED AND ADOPTED** as Los Rios Community College District Resolution No. 2018-09 this tenth day of October, 2018, by the following called vote:

AYES	NOES	ABSENT
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\_\_\_\_\_  
Pamela Haynes, Board President

*Attest:*

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

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

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

American Indian or Alaskan Native % <u>0.4</u>	Persons having origins in any of the tribal people of North America, and who maintain cultural identification through tribal affiliation or community recognition.
Asian / Pacific Islander % <u>13.3</u>	Persons having origins in any of the original peoples of the far east, Southeast Asia, Pacific Islands, or the Indian Subcontinent. This includes China, Japan, Korea, The Philippines, and Samoa.
Black % <u>8.2</u>	Persons having origins in any of the black racial groups of Africa.
Hispanic % <u>31.7</u>	Persons of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origin, regardless of race.
White % <u>40.3</u>	Person having origins in any of the original people of Europe, North Africa, or the Middle East.
Other % <u>2.5</u>	(Specify) <u>Multi race</u>

Print Name Brian King

Title Chancellor

Signature [Handwritten Signature]

Date 10/1/18

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

In completing this form please print or type information.

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

1. Application is being made as a (please check one) (a) Public agency  or (b) qualified nonprofit and tax-exempt organization . Check all spaces that apply and provide all requested data.

B. PUBLIC AGENCY: Check either state  or local

Conservation  
 Economic Development  
 Education  
Grade Level College  
(Preschool, K-12, college)  
Enrollment \_\_\_\_\_  
No. of faculty \_\_\_\_\_  
No. of days in school year \_\_\_\_\_  
 Parks & Recreation  
 Public Health  
 Public Safety  
 Two or more of above  
 Other (specify) \_\_\_\_\_

NONPROFIT AGENCY OR ORGANIZATION:

Education  
Grade Level \_\_\_\_\_  
(Preschool, K-12, college)  
 School for the mentally or physically handicapped  
Enrollment \_\_\_\_\_  
No. of faculty \_\_\_\_\_  
No. of days in school year \_\_\_\_\_  
No. of school sites \_\_\_\_\_  
 Educational radio or television station  
 Museum  
 Library  
 Medical institution  
 Hospital  
 Health center  
 Clinic  
 Other (specify) \_\_\_\_\_

1. Are the applicant's services available to the public at large? YES If only a specified group of people is served, please indicate who comprises this group. \_\_\_\_\_

2. Checklist of signed and completed documents submitted with this application:

SASP Form No. 202 "Resolution," properly signed and approved by the Governing Board designating representatives, including their signatures, authorized to bind the applicant organization to service fees submitted by the State of California.  
 SASP Form No. 203, nondiscrimination compliance assurance.  
 Certification Regarding Debarment, Suspension, Ineligibility, & Voluntary Exclusion as required by the General Services Administration of the U.S. Government.  
 Other statements or documentation required, as may be specified.

Printed Name and Title of Administrator or Director: \_\_\_\_\_

Date: \_\_\_\_\_ Signature of Administrator or Director: \_\_\_\_\_

**FOR STATE SURPLUS AGENCY USE ONLY**

Application approved \_\_\_\_\_ Application disapproved \_\_\_\_\_

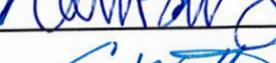
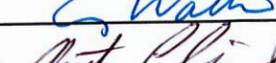
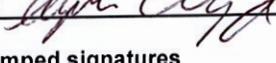
Comments or additional information: \_\_\_\_\_

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

Donee Number: \_\_\_\_\_ Billing Code: \_\_\_\_\_

**RESOLUTION**

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

NAME (Print or Type)	TITLE	SIGNATURE*	E-MAIL ADDRESS
A. Anita Singh	Director of General Services		singha@losrios.edu
Kuldeep Kaur	VP of Administration - ARC		kaurk@arc.losrios.edu
Carrie Bray	VP of Administration - SCC		brayc@scc.losrios.edu
Cory Wathen	VP of Administration - CRC		wathenc@crc.losrios.edu
Agustine Chavez	Interim, VP of Administration - FLC		chaveza@flc.losrios.edu

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

B. The above resolution was PASSED AND ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by the Governing Board of the:  
 \_\_\_\_\_ by the following vote: AYES: \_\_\_\_\_; NOES: \_\_\_\_\_; ABSENT: \_\_\_\_\_  
 Agency Name

I, \_\_\_\_\_ Clerk of the Governing Board known as \_\_\_\_\_

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

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

\_\_\_\_\_  
 Name of Organization

\_\_\_\_\_  
 Mailling Address

\_\_\_\_\_  
 City

\_\_\_\_\_  
 Zip Code

\_\_\_\_\_  
 County

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

C. AUTHORIZED this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by: \_\_\_\_\_  
 Signature of Administrative Officer

\_\_\_\_\_  
 Printed Name of Chief Administrative Officer

\_\_\_\_\_  
 Title

\_\_\_\_\_  
 Organization Name

\_\_\_\_\_  
 Street Address

\_\_\_\_\_  
 City

\_\_\_\_\_  
 ZIP Code

\_\_\_\_\_  
 County

**STATE OF CALIFORNIA AGENCIES ARE REQUIRED TO PROVIDE THEIR STATE BILLING CODE:** \_\_\_\_\_

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

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

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

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

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

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

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

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

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

**Instructions for Certification**

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

**Certification**

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

NAME OF DONEE APPLICANT	
Los Rios Community College District	
NAME AND TITLE OF AUTHORIZED REPRESENTATIVE	
Brian King, Chancellor	
SIGNATURE	DATE
	10/2/18

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

**A) The Donee Certifies That:**

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

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

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

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

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

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

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

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

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

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

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

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

10/2/18

# LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: October 10, 2018

<b>SUBJECT:</b>	Disposition of Surplus Equipment	ATTACHMENT: None	
		ENCLOSURE: None	
<b>AGENDA ITEM:</b>	Consent Item E	TYPE OF BOARD CONSIDERATION:	
<b>RECOMMENDED BY:</b>	 Theresa Matista, Deputy Chancellor	CONSENT/ROUTINE	X
		FIRST READING	
<b>APPROVED FOR CONSIDERATION:</b>	 Brian King, Chancellor	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.

**STATUS:**

The District has a quantity of surplus materials that needs to be disposed of, such as outdated desks and computers. The District has located a scrap dealer who will take selected surplus items for recycling. Any items remaining will be disposed.

The surplus items to be recycled or disposed of are either irreparable, obsolete, in poor condition or not needed for district/college operations and include the following: 1 apparatus head; 1 cable tester; 229 computers; 2 document cameras; 1 drill press; 3 headphones; 1 hot plate; 41 iMac's; 1 keyboard; 3 laptops; 47 microtowers; 260 monitors; 2 power supplies; 2 printers; 7 projectors; 2 routers; 1 sensor; 11 switches; 4 televisions; 19 towers and 5 vacuum cleaners.

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: October 10, 2018

<b>SUBJECT:</b>	Ratify: Grants and Contracts Awarded	ATTACHMENT: None	
		ENCLOSURE: None	
<b>AGENDA ITEM:</b>	Consent Item F	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	

**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
Fermentation Sciences <ul style="list-style-type: none"> <li>Funding for Folsom Lake College to perform research and development leading to 1) a whitepaper on the topics of fermentation science as an interdisciplinary and Advanced Manufacturing concern, 2) development of regional ecosystem map detailing relevant business and industry partners, programs transfer and regional institutions, and community organizations, and 3) a regional workshop/presentation where whitepaper results will be shared with the community.</li> <li>7/01/2018 through 9/30/2018</li> <li>Administrator: Monica Pactol / Vice President of Instruction</li> </ul>	FLC	\$20,000	Sierra Community College District
ARC Workforce Development & SETA Head Start <ul style="list-style-type: none"> <li>Funding to provide Early Childhood Education classes on-site to the staff of the Sacramento Education and Training Agency for the Fall 2018 semester.</li> <li>10/18/2018 through 12/14/2018</li> <li>Administrator: Raquel Arata / Dean, Career Education &amp; Workforce Development</li> </ul>	ARC	\$14,890	Sacramento Employment Training Agency
California Early College Academy <ul style="list-style-type: none"> <li>Funding to serve 240 low income and potentially first generation college students who attend Inderkum High School in the Natomas Unified School District. The program will provide tutoring, academic advising and enrichment, core curriculum instruction, post-secondary information and assistance, and financial aid information and assistance.</li> <li>7/01/2018 through 6/30/2019</li> <li>Administrator: Lisa Lawrenson / Vice President of Instruction</li> </ul>	ARC	\$100,000	California Community College 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:** October 10, 2018

<b>SUBJECT:</b>	Ratify: Affiliation and Other Agreements	ATTACHMENT: Yes	
		ENCLOSURE: None	
<b>AGENDA ITEM:</b>	Consent Item G	TYPE OF BOARD CONSIDERATION:	
<b>RECOMMENDED BY:</b>	<i>Theresa Matista</i> Theresa Matista, Deputy Chancellor	CONSENT/ROUTINE	X
		FIRST READING	
<b>APPROVED FOR CONSIDERATION:</b>	<i>Brian King</i> 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 agreements and/or extensions for the contracts listed as attached are hereby presented for approval/ratification.

**RECOMMENDATION:**

It is recommended that the Board of Trustees ratify and/or approve the agreements as listed.

- Below 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
Eaton Funeral Home	Funeral Services	ARC	7/18/18	Evergreen
Select Rehabilitation, LLC	PTA/OTA	SCC	9/1/18	Evergreen
Motion Physical Therapy and Rehab, Inc.	PTA/OTA	SCC	8/15/18	Evergreen
Select Medical	PTA/OTA	SCC	9/12/18	Evergreen
Divine Dental Solutions	Dental Asst.	SCC	5/21/18	Evergreen

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

### INTERNSHIP AGREEMENTS

Company/Agency	Internship Type	ID Number	Contract Date	Term
KRCA-TV	Broadcast	1507797	8/25/18	EXP: 12/31/18

- 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.

### ON-CAMPUS FACILITY USE AGREEMENTS

Campus	Type of Agreement	Permit Number
EDC	Facility Use	EDC-2019-001
FLC	Facility Use	FLC 17-069
FLC	Facility Use	FLC 18-028
FLC	Facility Use	FLC 18-046
FLC	Facility Use	FLC 18-047
FLC	Facility Use	FLC 18-048
FLC	Facility Use	FLC 18-051
FLC	Facility Use	FLC 18-052
FLC	Facility Use	FLC 18-054
FLC	Facility Use	FLC 18-055
FLC	Facility Use	FLC 18-062
FLC	Facility Use	FLC 18-063
FLC	Facility Use	FLC 18-064
FLC	Facility Use	FLC-18-065
CRC	Facility Use	C19-0037
CRC	Facility Use	C19-0038
CRC	Facility Use	C19-0039
CRC	Facility Use	C19-0040
CRC	Facility Use	C19-0041
CRC	Facility Use	C19-0042
CRC	Facility Use	C19-0043
CRC	Facility Use	C19-0044
CRC	Facility Use	C19-0045
CRC	Facility Use	C19-0046
CRC	Facility Use	C19-0047

CRC	Facility Use	C19-0048
Harris Center	Facility Use	12298
Harris Center	Facility Use	12302
Harris Center	Facility Use	12788
Harris Center	Facility Use	12806
Harris Center	Facility Use	12816
Harris Center	Facility Use	12820
Harris Center	Facility Use	12856
Harris Center	Facility Use	12857
Harris Center	Facility Use	12862
Harris Center	Facility Use	13190
Harris Center	Facility Use	13375
Harris Center	Facility Use	13376
ARC	Facility Use	1003
ARC	Facility Use	1004

# LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: October 10, 2018

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

**BACKGROUND:**

A listing of purchase orders, warrants, checks and wires issued during the period of August 16, 2018 through September 15, 2018 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.

<b>PURCHASE ORDERS</b>		
General Fund	0001100784-0001101661 B119590-B119696	\$ 27,233,806.51
Capital Outlay Fund	3017906A-0003018001	
Child Development Fund	0006000847-0006000848 B619009-B619012	
Self-Insurance Fund	-	
<b>WARRANTS</b>		
General Fund	768050-769064	\$ 12,984,427.92
General Fund-ARC Instructional Related	008919-008998	
General Fund-CRC Instructional Related	023106-023136	
General Fund-FLC Instructional Related	031368-031390	
General Fund-SCC Instructional Related	47133-47208	
Capital Outlay Fund	833032-833134	
Student Financial Aid Fund	900315-900334	
Child Development Fund	954583-954590	
Self-Insurance Fund	976476-976480	
Payroll Warrants	404087-406562	
Payroll Vendor Warrants	64386-64525	
September Leave Process	406563-409524	
<b>CHECKS</b>		
Financial Aid Disbursements (E-trans)	-	\$ 18,806,471.58
Clearing Checks	2797-2800	\$ 807.70
Parking Checks	3113-3122	\$ 637.00
Bookstore Fund – ARC	33078-33183	\$ 1,606,675.38
Bookstore Fund – CRC	28157-28250	
Bookstore Fund – FLC	-	
Bookstore Fund – SCC	050443-050547	
Student Clubs Agency Fund – ARC	5641-5673	\$ 154,777.56
Student Clubs Agency Fund – CRC	4810-4843	
Student Clubs Agency Fund – FLC	2518-2537	
Student Clubs Agency Fund – SCC	3999-4038	
Foundation – ARC	6036-6071	\$ 87,929.71
Foundation – CRC	2561-2600	
Foundation – FLC	1638-1657	
Foundation – SCC	4756-4773	
Foundation – DO	1013-1014	
Associated Students Trust Fund – ARC	0995-0995	\$ 156.93
Associated Students Trust Fund – CRC	0859-0859	
Associated Students Trust Fund – FLC	-	
Associated Students Trust Fund – SCC	-	
Regional Performing Arts Center Fund	USI Check System 5922-5922	\$ 538,085.76
<b>ELECTRONIC TRANSFERS</b>		
Board of Equalization	-	\$ 9,300.00
PARS	-	\$ 19,855.47
Vendors	-	\$
Backup Withholding	-	\$
Retiree Health Trust	-	\$ -
Self-Insurance	-	\$ 39,213.21
Bookstore	-	\$
Payroll Direct Deposit Advices	925986-937718	\$ 17,125,378.93
Other Payroll Transactions	-	\$ 5,358.00

# LOS RIOS COMMUNITY COLLEGE DISTRICT

**PRESENTED TO BOARD OF TRUSTEES**

**DATE:** October 10, 2018

<b>SUBJECT:</b>	Human Resources Transactions	ATTACHMENT: Yes	
		ENCLOSURE: None	
<b>AGENDA ITEM:</b>	Consent Item I	TYPE OF BOARD CONSIDERATION:	
<b>RECOMMENDED BY:</b>	<div style="text-align: right;"><i>Theresa Matista</i></div> Theresa Matista, Deputy Chancellor	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	

**RECOMMENDATION:**

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

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

**APPOINTMENT(S)**

<u>Name</u>	<u>Subject/Position</u>	<u>Effective Date(s)</u>
	<u>American River College</u>	
Funk, Chad L. (M.S., University of La Verne)	Associate Vice President of Student Services	10/01/18

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

<u>Name</u>	<u>Subject/Position</u>	<u>Effective Date(s)</u>
	<u>Folsom Lake College</u>	
Peshon, Mariko C. (Ph.D., University of San Diego)	Prison and Reentry Education Program (PREP) Director (VII)	09/17/18 – 06/30/19 (Revised)

**APPOINTMENT TO TEMPORARY POSITION(S)**

<u>Name</u>	<u>Subject/Position</u>	<u>Effective Date(s)</u>
	<u>American River College</u>	
Beckhorn, Nisha B. (M.S., California State University, Sacramento)	Interim Dean of Student Services, Support Programs	07/12/18 – 09/28/18 (Revised)
Ostgaard, Kolleen J. (M.P.A.A., California State University, Sacramento)	Interim Associate Vice President of Student Services	07/02/18 – 09/28/18 (Revised)
	<u>Cosumnes River College</u>	
Emiru, Tadael (M.B.A., St. Cloud State University)	Interim Vice President of Student Services and Enrollment Management	09/17/18 – 12/31/18

**RETIREMENT(S)**

<u>Name</u>	<u>Subject/Position</u>	<u>Effective Date(s)</u>
	<u>Sacramento City College</u>	
Poindexter, Michael (After 12+ years of service)	Vice President, Student Services	11/10/18

FACULTY

**APPOINTMENT TO TEMPORARY POSITION(S)**

<u>Name</u>	<u>Subject/Position</u>	<u>Effective Date(s)</u>
<u>Sacramento City College</u>		
Owens, Laurie A. (M.S.N., University of Phoenix)	Nursing (Registered Nurse – RN) Assistant Professor, L.T.T. (91.5%)	08/23/18 – 12/20/18 (Revised)

**LEAVE(S) OF ABSENCE**

<u>Name</u>	<u>Subject/Position</u>	<u>Type</u>	<u>Effective Date(s)</u>
<u>American River College</u>			
Antos, Damon M.	CIS Professor	Type C	01/17/19 – 05/22/19
Hunt, Simon	CIS Assistant Professor	Medical	08/28/18 – 10/07/18
Ridgeway, Theodore	Mathematics Professor	Medical	09/18/18 – 12/31/18
<u>Sacramento City College</u>			
Hunter, Michael J.	Geography Professor	Medical (60%)	09/04/18 - 12/20/18
Perez, Carlos E.	Electronics Technology Assistant Professor	Medical	09/17/18 - 10/14/18
Rosenberger, Randy	Mathematics Professor	Medical	09/07/18 – 12/20/18

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

<u>Name</u>	<u>Subject/Position</u>	<u>Effective Date(s)</u>
<u>American River College</u>		
Leever, Carol	CIS Professor	09/22/18
<u>Sacramento City College</u>		
Chen, Shu S.	Librarian	08/23/18

## FACULTY

**REASSIGNMENT / TRANSFER(S)**

<u>Name</u>	<u>Subject/Position</u>	<u>Effective Date(s)</u>
<u>American River College</u>		
Coldiron, John L.	Respiratory Care Professor (100%) From Respiratory Care Professor (80%) / Coordinator (20%)	07/01/18
<u>Sacramento City College</u>		
Chevraux-FitzHugh, Adrian	Psychology Professor (60%) / Research Coordinator (40%) From Psychology Professor (100%)	07/01/18
Times, Kenneth J.	Extended Opportunity Programs and Services (EOPS) Coordinator From Extended Opportunity Programs and Services (EOPS) Counselor	10/11/18

**RETIREMENT(S)**

<u>Name</u>	<u>Subject/Position</u>	<u>Effective Date(s)</u>
<u>American River College</u>		
Kronick, Louise (After 38+ years of service)	Counselor	07/01/19
Wrightson, William C. (After 27+ years of service)	History Professor	12/21/18
<u>Cosumnes River College</u>		
Arden-Ogle, Ellen A. (After 32 years of service)	Communication Studies Professor	05/23/19
Coughran, Steven J. (After 20+ years of service)	Music Professor	05/23/19
Impinna, Christopher R. (After 20+ years of service)	Veterinary Technology Professor (80%) / Coordinator (20%)	07/01/19
Parker, Grant (After 18 years of service)	Music Professor	05/23/19
VanPatten, Charles R. (After 30+ years of service)	Humanities Professor	12/21/18

## FACULTY

**RETIREMENT(S) - Continued**

<u>Name</u>	<u>Subject/Position</u>	<u>Effective Date(s)</u>
<u>Sacramento City College</u>		
Heimer, Dianne L. (After 25 years of service)	Journalism / English Professor	05/23/19
Hogarty, Patrick, J. (After 23 years of service)	Computer Information Science Professor	05/23/19
Ng, Wang C. (After 21+ years of service)	Electronics Technology Professor	12/21/18
Silcox, S. Travis (After 21 years of service)	English Professor	05/23/19

**SEPARATION(S) OF SERVICE**

<u>Name</u>	<u>Subject/Position</u>	<u>Effective Date(s)</u>
<u>Cosumnes River College</u>		
Winter, Dionne B. (Deceased)	DMS Program Coordinator (40%) / Assistant Professor (60%) (After 4+ years of service)	08/30/18

**TEMPORARY REASSIGNMENT / TRANSFER(S)**

<u>Name</u>	<u>Subject/Position</u>	<u>Effective Date(s)</u>
<u>American River College</u>		
Czaja, Diane E.	Respiratory Care Professor (80%) / Coordinator (20%) From Respiratory Care Professor (100%)	08/01/18 – 12/31/18
<u>Cosumnes River College</u>		
Mathis, Jacqueline S.	Extended Opportunity Programs and Services (EOPS) Coordinator From Extended Opportunity Programs and Services (EOPS) Counselor	08/22/18 – 05/30/19
<u>Sacramento City College</u>		
Times, Kenneth J.	Extended Opportunity Programs and Services (EOPS) Coordinator From Extended Opportunity Programs and Services (EOPS) Counselor	07/25/18 – 10/10/18 (Revised)

**TEMPORARY, PART-TIME EMPLOYEES Summer 2018  
American River College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
** (A1) Gomez, Martin	Coordinator	8 %
Harvey, David B.	Administration of Justice	1 %
Herman, Kathryn M.	Counselor	52 %
Jameson, Richard L.	Administration of Justice	1 %
Koenig, Barry S	Administration of Justice	1 %
Konstantynov, Dmytro	Counselor	36 %
Krimm, Eric	Administration of Justice	1 %
Masseti, Thomas P.	Administration of Justice	1 %
Mireles-Tijero, Mayra	Counselor	55 %
Powers, Matthew T.	Administration of Justice	1 %
Queen, Kim K.	Counselor	1 %
Rivera, Rafael	Counselor	6 %
Rust, Joseph D.	Counselor	6 %
Scalzi-Pesola, Jennifer S.	Counselor	6 %
Soghomonians, Arlen	Emergency Medical Services	10 %
Word, Richard L.	Administration of Justice	1 %

**TEMPORARY, PART-TIME EMPLOYEES Summer 2018  
Cosumnes River College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Brewer, Janet L.	Coordinator	23 %
Doolittle, Jason	Restaurant and Food Services Management	20 %
Geissler, Markus	Coordinator	40 %
Jones, Jenny L.	Counselor	1 %

**TEMPORARY, PART-TIME EMPLOYEES Summer 2018  
Sacramento City College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Ahlenstorf, Tracy	Counselor	2 %
** (A5) Galvan, Joaquin D.	Counselor	6 %
Hung, Gary W.	Counselor	6 %
Suy, Shaun	Counselor	5 %
Tuifua, Amelia S.	Counselor	9 %

**TEMPORARY, PART-TIME EMPLOYEES Fall 2018  
American River College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Aguilar, Joshua M.	Drafting Technology	20 %
Albrecht, Christian	Administration of Justice	1 %
Anaya, Dan A.	Computer Programming	61 %
Andersen, James A.	Emergency Medical Services	10 %
Arai, Elizabeth L.	ESL Reading	2 %
Aranda, Amanda L.	Counselor	32 %
Ayers, Harold R.	Administration of Justice	1 %
** (A1) Bapst, Donald J.	English	20 %
Barkley, Daniel J.	English	67 %
Baxter, Kenneth W.	Political Science	20 %
Beckerman, Nathan S.	Emergency Medical Services	10 %

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 2018**  
**American River College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Beckerman,Nathan S.	Paramedic	3 %
Benz,Jessica K	Reading	13 %
Bickel,David T.	Administration of Justice	1 %
Bohanec,Cogen	Religious Studies	20 %
Borowiak,Margaret A.	Gerontology	7 %
Boyer,Alba M.	Spanish	40 %
Brook,Jessica L	Registered Nursing	23 %
Brownell,Eric M.	English	43 %
Bystrom,Helen C.	English	63 %
Caybut,Avis C.	Administration of Justice	1 %
Ciel,Jessicah	Applied Photography	13 %
Clark,Evan A	Speech Communication	20 %
Clark,Terri A.	Librarian	12 %
Coelho,Luiz	Music	3 %
** (A2) Connors,Valerie S.	English	60 %
Cotton,Gary D.	Software Applications	13 %
Currea,Ana Maria S.	Reading	10 %
Dayton,Catherine M.	ESL Writing	27 %
Dayton,Catherine M.	ESL Reading	27 %
Duval,Beverly K.	Librarian	35 %
Econome,Jennie G.	Counselor	3 %
** (B5) Elledge,Clayton E.	Emergency Medical Services	10 %
Fagiolo,Catherine E.	Music	54 %
Flynn,Lorraine M.	English	67 %
Fong,Angela J.	Counselor	35 %
Fong,Angela J.	Counselor	4 %
Freund,Laura L.	English	50 %
Fulkerson,Melissa C.	Music	3 %
Geren,Lisa C.	English	27 %
Ghosh,Rupa	Reading	10 %
Goldbar,Christine A.	English	47 %
** (A5) Grasso,Matthew A.	Music	8 %
Gutierrez,Jennifer L.	Fine Arts, General	20 %
** (A1) Hansen,Gina	Gerontology	27 %
Hein,Randall D.	Emergency Medical Services	10 %
** (B5) Henderson,Craig	Emergency Medical Services	10 %
Herman,Kathryn M.	Counselor	60 %
Hernandez,Henry V.	Business Administration	40 %
Hickman,Lauren Rose	Child Development/Early Care and Educatio	40 %
** (A5) Homan,Steve P.	Music	3 %
Hoover,Jeffrey L.	Music	3 %
Hughes,Heather V.	Counselor	1 %
Hughes,Heather V.	Counselor	5 %
Hughes,Heather V.	Counselor	41 %
Hughes,Julia	Respiratory Care/Therapy	9 %
Jensen,Arne E	Automotive Technology	62 %
Kawamoto,Walter T.	Sociology	20 %
Kleist,Rachel	Sign Language Interpreting	7 %
Knoll,Whitney L.	English	20 %
Knox,Paul Douglas	English	67 %
Konstantynov,Dmytro	Counselor	55 %
Krause,Arlene D.	Gerontology	7 %
Larabee,Linda G.	Reading	40 %
Lenaghan,Alice Elizabeth	Music	3 %

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TEMPORARY, PART-TIME EMPLOYEES Fall 2018  
American River College

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Lenz,Dakota J.	English	67 %
Licon,Glen A	Political Science	20 %
Lotter,Richard B.	Music	3 %
Mar,James K.	Counselor	31 %
Martinez,Maricela C.	Spanish	67 %
Marvelli,Anthony J	Music	5 %
McClellan-Morehouse,Martha Harriet	Academic Guidance	10 %
Medkeff,Robert T.	Coordinator	1 %
Melby-Harada,Cynthia Diane	Job Seeking/Changing Skills	7 %
Mireles-Tijero,Mayra	Counselor	56 %
** (A2) Moser,Richard M.	English	63 %
O'Donnell,Daniel G.	Business Administration	20 %
O'Neal-Watts,Jennifer Lee	Librarian	18 %
Pace,Gloria C.	English	20 %
Palaspas,Candice	Counselor	51 %
Parker,Patricia L	Registered Nursing	58 %
Parrish,Stephanie S.	Reading	50 %
Patterson,Christopher J	Speech Communication	20 %
Peterson,Susan E.	Registered Nursing	50 %
Preciado,Monica Isabel	Counselor	44 %
Pulido,Brandi N.	Counselor	49 %
Rasmus,Blair A.	Sign Language	27 %
Robinson,Matthew P.	Music	46 %
Rogers,Kristina S.	English	60 %
Ruckels,Melynda S.	Registered Nursing	10 %
Ruiz-Tagle,Rafael M.	Counselor	2 %
Sandles,David L.	Reading	7 %
** (B5) Schaumburg,Timothy A.	Automotive Technology	53 %
Schleeter,Mary A.	Gerontology	37 %
Scott,Tatiana	Music	5 %
Sevillo,Epifanio A.	Administration of Justice	1 %
Shapiro,Lynn	English	67 %
Smith,Valerie	Reading	43 %
Soghomonians,Arlen	Paramedic	4 %
Spataro,Kurt B.	Restaurant and Food Services Management	20 %
Sposeto,Jason S.	English	7 %
Stevens,Briagha E.	English	57 %
Stevens,Janis L.	Dramatic Arts	10 %
** (B5) Stewart,Dale R.	Emergency Medical Services	10 %
** (B5) Stickel,Mike E.	Automotive Collision Repair	31 %
Straub,Jane A.	Registered Nursing	25 %
Tabrizi,Setareh H.	English	53 %
Tadlock,Duane A	Administration of Justice	1 %
Thomas,Ramona S.	Children with Special Needs	20 %
Titus,Ann-Catrin	Fine Arts, General	20 %
Tsushima,Cheryl L.	Automotive Technology	64 %
Tulga,Phillip D.	Music	5 %
Valenzona,Deborah A.	Reading	40 %
VanElls,Deborah B.	History	20 %
Wakeley,James M.	Automotive Technology	2 %
Webb,Marni B.	Reading	67 %
Wells,Melissa M.	Respiratory Care/Therapy	36 %
Welty,Ann E.	Counselor	27 %
Westre,Barbara J	Counselor	5 %
Wilouza,Monica E.	Emergency Medical Services	10 %

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**TEMPORARY, PART-TIME EMPLOYEES Fall 2018**  
**Cosumnes River College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
** (A5) Adams, Jon M.	Coordinator	20 %
Ahmadi, Abbas	Information Technology, General	27 %
Alop, Iris H	English	27 %
Aptekar, Rachel M.	Biology, General	30 %
Aranda, Amanda L.	Counselor	12 %
Aseltine, Daniel L	Political Science	20 %
Austin, Leroy A.	Speech Communication	20 %
Binder, Marnie	Philosophy	20 %
Borenstein, Jennifer G.	Economics	20 %
Bowns, Ross	Computer Graphics and Digital Imagery	28 %
Brewer, Janet L.	Coordinator	24 %
Carter, Cari A.	Sign Language	27 %
Conner, Lyn W.	Mathematics, General	33 %
Dang, Tina G.	Counselor	33 %
Dang, Tina G.	Counselor	5 %
Davenport, Carly S.	Film Studies	20 %
Dimond, Alison G.	Nutrition, Foods, and Culinary Arts	50 %
Dobson, Veronica E.	Psychology, General	20 %
Donovan, Geri M.	Fine Arts, General	60 %
Doolittle, Jason	Restaurant and Food Services Management	57 %
Dow, Keith E.	Physics, General	27 %
Dunne, Vanessa P.	Microbiology	40 %
Effiong, Rosemary I.	Chemistry, General	45 %
Enck, Maizy E.	Fine Arts, General	11 %
Evans, Debra L.	Information Technology, General	13 %
Fong, Angela J.	Counselor	14 %
Fortunato, Monique	Anthropology	45 %
Fusco, Sandro	Mathematics, General	33 %
Gale, Jessilyn	English	47 %
Gilbert, Scott W.	Dramatic Arts	20 %
Gilmore, Cassandra C.	Anthropology	60 %
Glynn, Mariel	Counselor	28 %
Hafezi, Sena M.	Mathematics, General	47 %
Hall, Javelin E.	English	16 %
Hall, Javelin E.	Reading	20 %
Holden, Cherrelle L.	English	13 %
** (A5) Homan, Steve P.	Music	37 %
Jones, Jenny L.	Counselor	5 %
Khoshmashrab, Mary E.	Accounting	20 %
Lane, Jim W	Film History and Criticism	20 %
Li, Xiaozhu	Mathematics, General	67 %
Limon, Kimberly T.	English	7 %
Marchak, Taras R.	English	6 %
Mazzaferro, James J.	Music	22 %
McQueen, Nathan T.	English	20 %
Meyers, Dennis J.	Economics	20 %
Michel, Alexandra M.	Mathematics, General	33 %
Miranda, Yolanda O.	Counselor	5 %
Myers, Leah S.	Speech Communication	20 %
Nelsenador, Matt B.	Mathematics, General	27 %
Nelsenador, Matt B.	Mathematics Skills	7 %
Nelson, David D	Restaurant and Food Services Management	40 %
Nevarez, Jesus B.	Learning Skills, Learning Disabled	15 %

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**TEMPORARY, PART-TIME EMPLOYEES Fall 2018  
Cosumnes River College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
** (A5) Nguyen, Dameon Van	Sociology	40 %
Otiono, Erica N.	Child Development/Early Care and Educatio	20 %
Pedersen, Donald A.	English	40 %
Prilepina, Julia V.	English	20 %
Samin, Ahmad F	Chemistry, General	57 %
Sarkovich, Misha T.	Economics	40 %
Schirmer, Marie A.	Nutrition, Foods, and Culinary Arts	20 %
Schreiner, John M.	Software Applications	13 %
** (A5) Shih, Ernest	Computer Programming	47 %
Silva, Evelyn D.	Family Studies	40 %
Somadhi, Kakwasi	English	20 %
Song, Kur	Website Design and Development	18 %
Soria Martin, Domingo DG	Mathematics, General	60 %
Speck, Christian A.	Business Administration	20 %
Tavares, Tyrone Michael	Counselor	5 %
Thompson, Janel D.	Anthropology	15 %
Thunes, Clair	Equine Science	20 %
Walker, Audrey M.	Technical Theater	28 %
Weber, Elise N.	Applied Photography	28 %
Whitehead, Pamela L.	Fine Arts, General	28 %
Wohl, Matthew H.	Counselor	40 %

**TEMPORARY, PART-TIME EMPLOYEES Fall 2018  
Folsom Lake College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Andrade, Ana M	Administration of Justice	20 %
Blodgett, Hannah M.	Student Government	22 %
Bradley, Ryan P.	English	20 %
Buch, Dipali D.	Business Management	20 %
Bulaong, Jesse Paul C.	Mathematics, General	27 %
Chambers, Tara L.	English	20 %
Cheng, Diana J	Chemistry, General	30 %
Dale, Michael J.	Music	35 %
Dao, Cam V.	Accounting	27 %
DiGaetano, Anthony L.	International Business and Trade	20 %
Duran, Teresa L	Psychology, General	40 %
Duran, Teresa L	Human Services	20 %
Ehrmantrout, Kaitlyn M	English	47 %
Faulds, Scott A.	Business Management	20 %
Fletcher, Emma C.	Other Engineering and Related Industrial Te	20 %
Funderburg, Kelly L.	General Work Experience	20 %
Graham, Reginald A.	Music	42 %
Hacker, Cherie E.	Fine Arts, General	19 %
Hacker, Cherie E.	Sculpture	17 %
Hensley, Angelina C	Human Services	20 %
Hicks, Andrea Joeleen	Speech Communication	60 %
Koch, Kristen V.	Fine Arts, General	40 %
Kyles, Justin A.	English	47 %
Marks, Ann L.	Librarian	7 %
McNeal, Nicole M.	English	67 %
Mykita, Susan H.	Nurse	38 %

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**TEMPORARY, PART-TIME EMPLOYEES Fall 2018  
Folsom Lake College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Nocerino, Marc G	English	20 %
Osorio, Cecilia G.	Agriculture Technology & Sciences, Gen	28 %
Osorio, Cecilia G.	Biology, General	15 %
Pace, Gloria C.	English	40 %
Powell, Donna	English	47 %
Quintell, Melonie M.	Study Skills	20 %
Radekin, Rachel R.	Job Seeking/Changing Skills	7 %
Schall, Erin	Radiologic Technology	43 %
Smith, Valerie	English	20 %
Stevens, Kimberlee K.	Biology, General	8 %
Trawick, Jami A.	Librarian	22 %
Welsh, Susan	Geography	20 %
White, Jaisha	General Work Experience	20 %
Zhang, Ying	Mathematics, General	33 %

**TEMPORARY, PART-TIME EMPLOYEES Fall 2018  
Sacramento City College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Alfaro, Ricardo	Mathematics, General	2 %
Apostol, Consorcia	Cross Term	27 %
Aranda, Amanda L.	Counselor	16 %
** (A1) Areson, Mark S.	Physical Fitness and Body Movement	30 %
Armbruster, Marilyn A.	Occupational Therapy Technology	16 %
** (A2) Austin, April J.	English	60 %
Avramenko, Liliana P.	Russian	27 %
Bartkiewicz, Matthew	Aviation and Airport Management and Servic	21 %
Bassi, Surinder	Mathematics, General	33 %
Bickel, Harold S.	Administration of Justice	20 %
Briel, Mariah C.	Fine Arts, General	20 %
Bryant, Paul R.	Information Technology, General	40 %
Camp, Kevin M.	Economics	20 %
Cantrell, Kimberly N.	Speech Communication	60 %
Carson, Connie S.	Physical Education	30 %
Caviness, Richard L.	Mathematics, General	5 %
Dang, Tina G.	Counselor	6 %
Dang, Tina G.	Counselor	14 %
Delgado, Julio C	Counselor	3 %
Desrosiers, Michelle M.	Cosmetology and Barbering	43 %
Deterville, Adeeba D.	Academic Guidance	20 %
Diamond, Anne	Accounting	27 %
Downie, Tyler S.	Counselor	14 %
Etting, Stephanie F	Anthropology	40 %
Fraser, Linda	English	40 %
French, Catherine A.	English	40 %
** (A5) Galvan, Joaquin D.	Counselor	6 %
Gambrell, Deborah M.	Counselor	17 %
Gambrell, Deborah M.	Counselor	17 %
Garboushian, Maida Y.	Counselor	4 %
Geddis, Maurice A.	Counselor	8 %
Goldberg, John S.	Business and Commerce, General	3 %
Guerra, Kathleen Sigrid	Spanish	27 %
Gutierrez, Alicia I.	Counselor	57 %

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**TEMPORARY, PART-TIME EMPLOYEES Fall 2018  
Sacramento City College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Gutierrez,Alicia I.	Counselor	3 %
Guzman,Julie A.	ESL Speaking/Listening	27 %
Henry,Stephanie A.	Cosmetology and Barbering	51 %
** (A2) Imai,Stephen T.	Chemistry, General	32 %
Jackson,Jillian J	Geography	18 %
Jackson,Lorraine C.	Cosmetology and Barbering	47 %
Johnson,Matthew B	English	36 %
Jones,Erica Leigh	Geography	1 %
Jue,Jordan C	Librarian	29 %
Kaneko-Hutton,Patricia K.	Occupational Therapy Technology	10 %
Kaufman,Cheryl A.	Business and Commerce, General	20 %
Kehew,Julia K.	History	60 %
Khoshsefat,Joshua R.	Nursing	3 %
Kusler,Jennifer E.	Geography	46 %
La Puma,Wendy D	Psychology, General	40 %
Lazzarone,Gordon C.	Applied Photography	35 %
Le,Tommy V	Registered Nursing	10 %
Lennon,Carol E.	Cosmetology and Barbering	31 %
Lensky,Renata	General Work Experience	33 %
Maclachlan,Denise M.	English	40 %
McClellan-Morehouse,Martha Harriet	Counselor	20 %
Melton,Jason Lamar	English	40 %
Meza,Ryan Angel	Applied Photography	16 %
Mohrmann,Peter R.	Dramatic Arts	41 %
Moylan-Aube,Joanne E.	Counselor	14 %
Naify,James F.	Philosophy	21 %
Najafi,Zahra	Engineering, General	20 %
Neilson,Wendy N.	Occupational Therapy Technology	4 %
Nicholson,Joy Christine	Dramatic Arts	40 %
** (B5) Phan,Van X.	Cosmetology and Barbering	46 %
** (B5) Ponce,Armando N.	Cosmetology and Barbering	55 %
Previsic,Vanessa H.	Child Development/Early Care and Educatio	20 %
Prue,Paul A.	Mathematics, General	20 %
Rendon Hall,Velma	Cosmetology and Barbering	54 %
Robinson,Leslie A.	Aviation and Airport Management and Servic	21 %
Rowland,Martha E.	Library Technician (Aide)	13 %
Sachdev,Poonam	English	60 %
Sanchez,Rafael	English	20 %
Sellers,Gene R.	Mathematics, General	53 %
Silveira,Leslie C.	Counselor	6 %
** (A1) Smith,Jennifer L.	Mathematics, General	58 %
Smith,Kendra O'Neal	English	40 %
** (B5) Sockwell,Richard S.	Cosmetology and Barbering	47 %
Spears,Estelita L	General Work Experience	20 %
Stassi,Shirley T.	Physical Education	30 %
** (B3) Steele,Marlene M.	Occupational Therapy Technology	41 %
Stern,Bradley A.	Psychology, General	60 %
Sughrue,Wesley	Chemistry, General	33 %
Suy,Shaun	Counselor	14 %
Tener,Sean G.	Aviation and Airport Management and Servic	21 %
Tharalson,Julie A.	Culinary Arts	35 %
Torres,Laura	English	60 %
Torres,Santos	Sociology	20 %

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**TEMPORARY, PART-TIME EMPLOYEES Fall 2018  
Sacramento City College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Treadway,Victoria A.	Child Development/Early Care and Educatio	20 %
Treon,Caron L.	English	40 %
Trimble,Jeremy M.	English	53 %
Van Zanten,Jill	English	40 %
VanAcker,Gregory	Software Applications	18 %
Waltonen,Karma J.	English	20 %
Webster,Mark Keith	Other Interdisciplinary Studies	13 %
Whitehead,Julianne	Dental Hygienist	1 %
Williams,Angelo A.	Sociology	40 %
Williams,Gayle Kristine	Accounting	40 %
Winters,Frances A.	Speech Communication	20 %
Yang,Nhia	Nursing	47 %
Yi,Terence	Mathematics, General	13 %
Youngblood,Brandon S.	Psychology, General	40 %
Yuponce,Wendell John	Commercial Music	20 %
Zamora,Isela	Cosmetology and Barbering	53 %
Zellmer,Matthew A.	English	60 %

**REGULAR EMPLOYEES - OVERLOAD ASSIGNMENTS Fall 2018  
American River College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Ahmadi,AI	Telecommunications Technology	20 %
Bartoe,Timothy M	Registered Nursing	10 %
Beaushaw,Frank W.	Diesel Technology	10 %
Bertoglio,Nancy A.	Reading	23 %
Diaz,Melissa	English	33 %
Eifertsen,Dyne C.	Music	23 %
Fertel,Kristine D.	ESL Integrated	40 %
Gilbert-Valencia,Daniel H.	Software Applications	5 %
Gilbert-Valencia,Daniel H.	Computer Networking	37 %
Gilman,Joseph A.	Music	41 %
** (A1) Gomez,Martin	Counselor	8 %
** (A1) Gomez,Martin	Coordinator	8 %
Goold,Grant B.	Paramedic	13 %
Griffin,Robert C.	Counselor	8 %
Ilaga,Lisa Hunsaker	Respiratory Care/Therapy	45 %
Kinoshita,Rory M.	Mathematics, General	33 %
Kraft,Mary Ellen	Registered Nursing	3 %
Lapierre,Arthur	Music	45 %
Lovering,Janay N.	English	40 %
** (B5) McCormack,John J.	Automotive Technology	23 %
Mitchell,Matt J.	Mathematics, General	28 %
Munger,Teri B.	Coordinator	22 %
** (B4) O'Brien,Roxanne	Culinary Arts	23 %
Parrinella,Lisa M.	Nursing	43 %
Payne,Michael D.	Chemistry, General	30 %
Pries,Shannon S.	Reading	30 %
Reynolds,Tera L	Academic Guidance	10 %
Reynolds,Tera L	Coordinator	9 %
Roome,Elizabeth C.	ESL Reading	27 %
Rosario,Brian P.	Economics	40 %

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**REGULAR EMPLOYEES - OVERLOAD ASSIGNMENTS Fall 2018**

**American River College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Rust,Joseph D.	Counselor	6 %
Smith,Phil A.	Mathematics, General	20 %
Valcu,Sanda I.	ESL Reading	27 %
Valcu,Sanda I.	ESL Integrated	23 %
van den Bogert,Kevin	Engineering, General	20 %
Vinsant,Denise T	Job Seeking/Changing Skills	7 %
** (B5) Weckman,Craig R	Automotive Collision Repair	4 %
Youngs,Cynthia	Reading	40 %

**REGULAR EMPLOYEES - OVERLOAD ASSIGNMENTS Fall 2018**

**Cosumnes River College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Abeid,Trang G.	ESL Writing	27 %
** (A5) Beyrer,Gregory M.	Academic Guidance	7 %
Calamar,Jeanne M.	Adapted Physical Education	48 %
Edman,Jeanne L.	Psychology, General	40 %
Emetaron,Chitoh M.	Chemistry, General	20 %
Esty,Juana T.	Counselor	21 %
Fagin,Edwin D.	Economics	40 %
Farley,Rhonda	ESL Writing	20 %
Frazee,James C.	Psychology, General	40 %
Gale,Lesley D.	English	20 %
Garcia-Gomez,Yolanda	Coordinator	6 %
Guan,Bao J.	Mathematics, General	27 %
Lawlor,Michael J.	Physics, General	40 %
Le,Phuong M.	Mathematics, General	33 %
Lopez,Efrain C.	Physics, General	15 %
Lugo,Donnisha C.	Sociology	20 %
McHugh,Matthew E.	Emergency Medical Services	75 %
Moreno,Camille	Mathematics Skills	20 %
Morgan-Nance,Kathryn L.	Accounting	27 %
Parilo,Margaret S.	Accounting	27 %
Paskey,Amanda M.	Anthropology	55 %
Pereira,Michael J.	Automotive Technology	13 %
Phan,Man	Marketing & Distribution	40 %
Preble,Ronald E.	Physical Education	30 %
Roberts,Jason M.	Welding Technology	20 %
Soriano,Paolo Juan	Counselor	8 %
Soriano,Paolo Juan	Counselor	3 %
Stewart,Lora	Mathematics, General	33 %
Torres,Christopher P.	Counselor	3 %
Torres,Gabriel S.	Spanish	50 %
Trench,Jena M.	Biology, General	15 %
Wassmer,Dana	Nutrition, Foods, and Culinary Arts	20 %
** (A5) Weinsilboum,David H.	English	20 %
West,Jimmy D.	Applied Photography	28 %
Yarbrough,Michael	Mathematics Skills	7 %
Zisk,Paul	Sociology	69 %

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**REGULAR EMPLOYEES - OVERLOAD ASSIGNMENTS Fall 2018**  
**Folsom Lake College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Curran, Timothy M.	Mathematics, General	53 %
Danner, Lisa A.	English	20 %
Eiteneer-Harmon, Daria N.	Physics, General	47 %
Lacy, David J.	English	20 %
Lagala, David L.	Physiology (Includes Anatomy)	20 %
** (A1) Rauschkolb, Teresa N.	Reading	20 %
Thiessen, Stacia S.	Librarian	3 %
Torrez, Matthew	Exercise Sciences/Physiology and Movemen	20 %
** (A2) Wada, Eric B.	Biology, General	15 %
Worth, Debra N.	Dance	15 %

**REGULAR EMPLOYEES - OVERLOAD ASSIGNMENTS Fall 2018**  
**Sacramento City College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Atkins, Tonya M.	Chemistry, General	13 %
Bomberry, Deskaheh D.	Fitness Trainer	20 %
Bomberry, Deskaheh D.	Intercollegiate Athletics	17 %
** (B5) Bonawitz, Marcia C.	Cosmetology and Barbering	59 %
Burg, Thomas J.	Aviation and Airport Management and Servic	20 %
Crumpton, Debra J.	Business and Commerce, General	40 %
Daley, Carlin L.	Occupational Therapy Technology	26 %
Frank, Paul E.	Political Science	35 %
Freas, Adam C.	Counselor	14 %
Gonzales, Stephen T.	Mathematics, General	60 %
Guzman, Sandra G.	Counselor	1 %
Herlihy, John E.	Intercollegiate Athletics	6 %
Hunter, Michael J.	Geography	15 %
Iredale, Michael J.	Nursing	10 %
Jahanshahloo, Hoda	Mathematics, General	43 %
Kaina, Abdelaziz	Computer Networking	8 %
Knudson, Kandace M.	Coordinator	20 %
Larson, Carillon J.	Mathematics, General	53 %
Lucien, Darreis V.	Nursing	4 %
Malik, Jamil I.	Counselor	7 %
Martinez, Jesus E.	Mathematics, General	76 %
McKee, Georgeann M.	Administration of Justice	20 %
Mom, Brian W.	Small Business and Entrepreneurship	20 %
Mom, Brian W.	Sales and Salesmanship	20 %
Newman Ritchards, Toni J.	Coordinator	14 %
Ngassam, Valery N.	Physics, General	35 %
Perez, Carlos E.	Electronics & Electric Technology	7 %
Perez, Carlos E.	Computer Electronics	7 %
Perry, Laurie M.	Child Development/Early Care and Educatio	33 %
Petite, Lori M.	Speech Communication	40 %
Poliseno, Michelle C.	Mathematics, General	38 %
Ramsey, Robert A.	Mathematics, General	33 %
Regalado, Maria Carmen	Psychology, General	60 %
Spangler, Rachel I.	Reading	15 %
** (B5) Stevenson, Elizabeth	Job Seeking/Changing Skills	7 %
Sullivan, Christopher J.	Physiology (Includes Anatomy)	20 %
** (A5) Sullivan, Derek J.	Physical Education	1 %
Town, James R.	Other Interdisciplinary Studies	8 %

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 2018**  
**Sacramento City College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Triphon,Joann E.	Nursing	3 %
** (A5) Walker,Dannie E.	Intercollegiate Athletics	6 %
Wang,Hsiao J.	Mathematics, General	67 %
Weinsheink,Shawn E.	Technical Theater	33 %
Wong,Peter W.	Cosmetology and Barbering	8 %
** (A1) Woolley,Nicole B.	Film Studies	20 %
Zaragoza,Diana A.	Education, General	13 %

FTE appearing as 0% for the current or upcoming semester is pending determination of assignment / load. FTE in previous semesters will appear as 1% for assignments between 0% and 1%. \* = New Employee \*\* = Returning Employee  
 Employees hired under equivalency criteria pursuant to Ed. Code Section 87359, Title V, Section 53430(a), and Board Policy 5123 will be identified as follows: A1;A3;A4;B1;B2;B3;B4=Experience / Education | A2 = Education | A5;B5 = Experience

C L A S S I F I E D

**APPOINTMENT(S)**

<u>Name</u>	<u>Position</u>	<u>Assigned to</u>	<u>Effective Date(s)</u>
Curiel, Ruby T.	Student Personnel Assistant – Student Services	ARC	10/01/18
Dean, Andrea L.	Administrative Assistant I	CRC	10/01/18
Geraghty, Brianna M.	Account Clerk I	ARC	09/07/18
Hackworth, Daniel S.	Facilities Management Operations Supervisor	FM	10/01/18
Holmes, Tashay T.	Police Communication Dispatcher	DO	10/01/18
Jacobson, Karen J.	Clerk III (60%)	DO	10/08/18
Kermanshahi, Shaghayegh S.	Account Clerk II	DO	10/08/18
Linares, Fernanda S.	Child Development Center Lead Teacher	SCC	09/07/18
Marie Kay, Fatuma	Admissions/Records Clerk II	ARC	09/21/18
Morgan-Mejia, Patricia R.	Clerk III (75%)	CRC	09/21/18
Rice, Robbie R.	Clerk III (60%)	DO	10/08/18
Sencil, Sabrina M.	Research Analyst	CRC	10/08/18
Tharp, Kate E.	Child Development Center Lead Teacher	SCC	09/07/18
Zarek, Sadat N.	Child Development Center Lead Teacher	SCC	09/07/18

**LEAVE(S) OF ABSENCE**

<u>Name</u>	<u>Position</u>	<u>Type of Leave</u>	<u>Assigned to</u>	<u>Effective Date(s)</u>
Aguayo, Alejandra	Instructional Assistant - English as a Second Language	Maternity	CRC	09/07/18 – 12/19/18
Farley, Amanda M.	Clerk III	Maternity	CRC	08/13/18 – 09/28/18
Gibson-Wittrup, Joelle M.	Clerk II	Maternity	ARC	05/21/18 – 11/02/18
Ridgel, Crystal	Admissions/Records Evaluator I	Maternity	ARC	06/01/18 – 10/31/18

CLASSIFIED

<b>PROMOTION(S)</b>			
<u>Name</u>	<u>New Position (Current Position)</u>	<u>Assigned to</u>	<u>Effective Date(s)</u>
Elliott, Christopher	Maintenance Technician II (Groundskeeper)	FM FM)	09/17/18
Oesterman, Emmie L.	College IT Systems Supervisor (Confidential Principal Information Systems Auditor)	CRC DO)	10/01/18
Smith, Kathi R.	Hospitality Management-Culinary Supervisor (Instructional Assistant – Food Service Management	ARC ARC)	09/01/18
Vang, Faith M.	Instructional Services Assistant II (Account Clerk II	CRC CRC)	09/19/18

<b>REASSIGNMENT(S)/TRANSFER(S)</b>			
<u>Name</u>	<u>New Position (Current Position)</u>	<u>Assigned to</u>	<u>Effective Date(s)</u>
Chou, Lori	Fiscal Services Supervisor (Payroll Supervisor)	DO DO)	09/01/18
Her, Doua Song J.	Clerk III	CRC (Clerk III, 11 months ARC)	10/17/18
Pridemore, William G.	Maintenance Technician I (Maintenance Technician II	ARC FM)	09/10/18
Vander Werf, Wenda G.	Confidential Administrative Assistant I (Confidential Administrative Assistant III	FLC FLC)	09/19/18

<b>RECISION OF PLACEMENT ON 39- MONTH RE-EMPLOYMENT LIST</b>			
<u>Name</u>	<u>Position</u>	<u>Assigned to</u>	<u>Effective Date(s)</u>
Bautista, Arturo F.	Custodian	ARC	09/27/18
Yang, Ker A.	Custodian	ARC	05/25/18

CLASSIFIED

**RECLASSIFICATION(S)**

<u>Name</u>	<u>Proposed Position (Current Position)</u>	<u>Assigned to</u>	<u>Effective Date(s)</u>
Blevis, Matthew A.	Campus Operations Supervisor (Operations Technician)	ARC ARC)	09/05/18
Wescoatt, Erika K.	Operations Technician (Maintenance/Operations Clerk)	ARC ARC)	09/05/18

**RETIREMENT(S)**

<u>Name</u>	<u>Position</u>	<u>Assigned to</u>	<u>Effective Date(s)</u>
Alexander, Almorris A.	Custodian (After 18 years of service)	SCC	01/01/19
Bautista, Arturo F.	Custodian (After 17 years of service)	ARC	09/27/18
Beale, Barbara A.	Administrative Assistant I (After 10 years of service)	SCC	01/12/19
Griffin, Jennifer L.	Instructional Assistant – Art (After 18 years of service)	SCC	12/29/18
Yang, Ker A.	Custodian (After 11 years of service)	ARC	05/25/18

**TERMINATION(S)**

<u>Employee ID Number</u>	<u>Location</u>	<u>Effective Date(s)</u>
1292833**	CRC	10/11/18

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

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>End Date</u>
<u>American River College</u>			
Afshar, Zoha	Instructional Assistant	07/01/2018	06/30/2019
Agzamov, Aziz N	Special Projects	08/25/2018	06/30/2019
Al Mutar, Marwah A.	Clerk I	08/20/2018	06/30/2019
Berg, Shannan M	Instructional Assistant	09/05/2018	06/30/2019
Bondarchuk, Andrey	Instructional Assistant	08/25/2018	06/30/2019
Byrnes, Judi L.	Instructional Assistant	08/01/2018	06/30/2019
Chima Sanchez, Francisco	Instructional Assistant	07/01/2018	06/30/2019
Curran, Lauren G.	Art Model	07/01/2018	06/30/2019
Fain, Raistlyn I	Clerk II	09/12/2018	06/30/2019
Flakes, Rodney L.	Special Projects	09/17/2018	06/30/2019
Gonzales, Natalie	Clerk I	09/20/2018	06/30/2019
Hanna, Hind	Special Projects	08/25/2018	06/30/2019
Hernandez, Deborah A	Student Personnel Assistant	08/01/2018	06/30/2019
Hipps, Leah A.	Special Projects	08/25/2018	06/30/2019
Jordan, Shauna C.	Instructional Assistant	08/24/2018	06/30/2019
Jordan, Shauna C.	Instructional Assistant	08/31/2018	06/30/2019
Justmann, Niki L	Laboratory Technician	08/27/2018	06/30/2019
Kazemi Gorabsari, Mohammad	Laboratory Technician	09/05/2018	06/30/2019
Kushner, Jerry T.	Assistant Coach	08/01/2018	06/30/2019
Lorente, Michael R.	Assistant Coach	10/01/2018	06/30/2019
Marquez, Jeffrey A	Special Projects	08/25/2018	06/30/2019
Marshall, Kimberly A.	Special Projects	08/30/2018	06/30/2019
Mckenna, Lee M	Clerk I	08/20/2018	06/30/2019
Mwaniki, Allan N	Financial Aid Clerk I	08/25/2018	06/30/2019
Nelson, Danah K.	Instructional Assistant	08/25/2018	06/30/2019
Pavini, Nicholas A	Special Projects	09/05/2018	06/30/2019
Pavini, Nicholas A	Special Projects	09/05/2018	06/30/2019
Raymond, Christopher R	Special Projects	09/07/2018	06/30/2019
Roberts, Courtney Miller	Instructional Assistant	08/27/2018	06/30/2019
Roslan, Fayyadh	Clerk I	09/20/2018	06/30/2019
Ruegg, Christopher	Beginning Interpreter	08/27/2018	06/30/2019
Ryabaya, Liza	Instructional Assistant	08/25/2018	06/30/2019
Shaban, Merihan S	Clerk I	08/20/2018	06/30/2019
Singh, Neha	Special Projects	08/20/2018	06/30/2019
Smith, Robert A.	Student Personnel Assistant	09/18/2018	06/30/2019
Solis, Alfred R.	Special Projects	09/01/2018	06/30/2019
Taylor, Jason M.	Assistant Coach	10/01/2018	06/30/2019
Touray, Graham S.	Instructional Assistant	08/27/2018	06/30/2019
Wilkes, Jason M.	Special Projects	07/01/2018	06/30/2019

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>End Date</u>
<u>Cosumnes River College</u>			
Aguilera, Jessica Alejandra	Clerk II	08/25/2018	06/30/2019
Anguiano, Erika A.	Special Projects	08/01/2018	06/30/2019
Berhane, Araia	Special Projects	08/24/2018	06/30/2019
Burgos, Jasmine E.	Financial Aid Officer	09/10/2018	06/30/2019
Chen, Jennifer Chih-Hua	Instructional Assistant	09/05/2018	06/30/2019
Curran, Lauren G.	Art Model	07/01/2018	06/30/2019
Dahlgren-Bernald, Janelle M.	Instructional Assistant	09/01/2018	06/30/2019
Dang, Heather Thien Huong	Instructional Assistant	07/01/2018	06/30/2019
Dubray, Marcus Murat	Art Model	07/01/2018	06/30/2019
Dudin, Alexander	Instructional Assistant	07/01/2018	06/30/2019
Griffis, Samson A	Special Projects	09/19/2018	06/30/2019
Hacker Jr, Michael L.	PE/Athletic Attendant	08/25/2018	06/30/2019
Konkel, Brynne A.	Assistant Coach	08/22/2018	06/30/2019
Krum, Daniel R.	Groundskeeper	08/03/2018	06/30/2019
Lara, Jose	Instructional Assistant	08/31/2018	06/30/2019
Le, Danh D.	PE/Athletic Attendant	09/05/2018	06/30/2019
Lindh, Sue	Intrcollegiate Game Technician	09/14/2018	06/30/2019
Mejia Marques, Lizeth A	Clerk I	08/27/2018	06/30/2019
Moorhouse, Richard J.	Assistant Coach	08/15/2018	06/30/2019
Munoz Rodriguez, Nayely C.	Instructional Assistant	08/31/2018	06/30/2019
Nguyen, Tung V.	Instructional Assistant	07/01/2018	06/30/2019
O'Hara, Timothy A	Special Projects	09/10/2018	06/30/2019
Perry, Darlene M.	Art Model	07/01/2018	06/30/2019
Pham, Anhquan V	Financial Aid Clerk I	09/10/2018	06/30/2019
Trac, Solana D.	Clerk I	09/05/2018	06/30/2019
Tran, Chuong M.	Reader/Tutor	09/05/2018	06/30/2019
Tran, Elizabeth M	Financial Aid Clerk I	08/27/2018	06/30/2019
Tran, Mary Nguyen	Clerk I	08/10/2018	06/30/2019

District Office / Business and Economic Development Center / Facilities Management / Police Services

Khripunov, Nighina	Clerk III	09/05/2018	06/30/2019
Shirzad, Mohammad Faiq	Clerk III	09/06/2018	06/30/2019
Thomas, Zelly Y.	Special Projects	08/27/2018	06/30/2019
Arabadzhi, Nancy	Clerk I	10/01/2018	06/30/2019
Carter, John G.	Campus Patrol	07/01/2018	06/30/2019
Ho, Thomas Khac	Campus Patrol	07/01/2018	06/30/2019
Le, Dannie V	Campus Patrol	09/03/2018	06/30/2019
Lewis, Devante I.	Campus Patrol	07/01/2018	06/30/2019
Lozano, Jennifer	Clerk I	09/12/2018	06/30/2019
Rodriguez, Malik L.	Campus Patrol	08/25/2018	06/30/2019
Stewart, Dwayne	Campus Patrol	07/01/2018	06/30/2019
Vykhovanets, Eduard	Campus Patrol	07/01/2018	06/30/2019

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>End Date</u>
<u>Folsom Lake College</u>			
Alaei, Melika	Reader/Tutor	09/07/2018	06/30/2019
Anderson, Trevor M.	Special Projects	09/25/2018	06/30/2019
Arakelyan, Sona	Clerk I	08/25/2018	06/30/2019
Beauchamp, Wendy	Special Projects	08/25/2018	06/30/2019
Brusa, Arianna E.	Instructional Assistant	08/31/2018	06/30/2019
Candelario Cortez, Nancy	Student Personnel Assistant	09/07/2018	06/30/2019
Conwell, Seeta P	Special Projects	08/31/2018	06/30/2019
Flynn, Amy R	Student Personnel Assistant	09/25/2018	06/30/2019
Fowler, Kenneth John	Special Projects	08/25/2018	06/30/2019
Hennessy, Cori N.	Special Projects	09/13/2018	06/30/2019
Lomastro, Charmaign S.	Special Projects	07/01/2018	06/30/2019
McKenzie-Bahr, Mika L	Special Projects	10/01/2018	06/30/2019
Oxley, Melanie A.	Reader/Tutor	09/07/2018	06/30/2019
Peters, Jonathan M.	Instructional Assistant	09/04/2018	06/30/2019
Robertson, Catherine A.	Counseling Clerk I	09/06/2018	06/30/2019
Samet, Jonathan R.	Student Personnel Assistant	07/01/2018	06/30/2019
Seyeda Kermanshahi, Shaghayegh	Administrative Asst III	09/02/2018	06/30/2019
Summers, Stephanie	Art Model	09/11/2018	06/30/2019
Tamashiro, Brian M.	Instructional Assistant	08/25/2018	06/30/2019
Templeton, Stephen L.	Special Projects	09/25/2018	06/30/2019
<u>Sacramento City College</u>			
Acosta, Ruben	Instructional Assistant	09/04/2018	06/30/2019
Allen, Michael J.	Art Model	09/04/2018	06/30/2019
Bissell, Andrew R.	Instructional Assistant	08/28/2018	06/30/2019
Caselli, Matthew J.	Clerk I	08/23/2018	06/30/2019
Cook, John P.	Assistant Coach	07/01/2018	06/30/2019
Curran, Lauren G.	Art Model	09/12/2018	06/30/2019
Dao, An H	Clerk I	08/25/2018	06/30/2019
Davis, Girtha L.	Special Projects	08/25/2018	06/30/2019
De Herrera, Maegan L	Child Dev Ctr Teacher	08/22/2018	06/30/2019
Domatol, Sandralyn N.	Account Clerk II	08/25/2018	06/30/2019
Fambro, Dominique S	Art Model	09/14/2018	06/30/2019
Fox, Mario	Assistant Coach	08/03/2018	06/30/2019
Ghaleb, Elham A.	Child Dev Ctr Teacher	08/22/2018	06/30/2019
Henning, Andrew T.	Instructional Assistant	08/20/2018	06/30/2019
Henning, Joshua B.	Sports Program Director	08/20/2018	06/30/2019
Hinrichsen, Grant J.	Clerk I	08/23/2018	06/30/2019
Honda, Clementine J.	Clerk I	08/27/2018	06/30/2019
Howard, Adrian M	Art Model	09/13/2018	06/30/2019
Kohler, Jenneffer A.	Clerk I	08/20/2018	06/30/2019
Lopez, Roxana	Outreach Specialist	09/04/2018	06/30/2019

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>End Date</u>
<u>Sacramento City College (Continued)</u>			
Mcdonald, David W.	Special Projects	09/07/2018	06/30/2019
McDowell, Erin C	Instructional Assistant	08/24/2018	06/30/2019
McMurrey, Melissa A	Art Model	09/12/2018	06/30/2019
Mendez Jr., Antonio	Art Model	08/22/2018	06/30/2019
Moore, Jacob A.	Custodian	08/30/2018	06/30/2019
Noureddine, Soha Mohammad	Clerk I	08/25/2018	06/30/2019
O'Ferrall, Cody M	Instructional Assistant	08/25/2018	06/30/2019
Pacheco, Joseph B.	Special Projects	08/04/2018	06/30/2019
Perez, Giovanna R	Clerk I	09/25/2018	06/30/2019
Pree, Angelo L. R.	Assistant Coach	09/07/2018	06/30/2019
Rasul, David G.	Clerk I	08/01/2018	06/30/2019
Reese, Aleea	Assistant Coach	08/20/2018	06/30/2019
Robinson, Yolanda D.	Child Development Center Clerk	09/10/2018	06/30/2019
Sandoval, Yvonne M.	Student Personnel Assistant	07/01/2018	06/30/2019
Seydel, Samuel H.	Instructional Assistant	08/27/2018	06/30/2019
Sheeran, Connor Creed	Laboratory Technician	08/24/2018	06/30/2019
Studebaker, Rachael G.	Beginning Interpreter	07/01/2018	06/30/2019
Taylor, Jonathan A	Instructional Assistant	08/24/2018	06/30/2019
Tharp, Kate E.	Special Projects	08/22/2018	06/30/2019
Timonina, Irina	Child Dev Ctr Teacher	08/22/2018	06/30/2019
West, Kevin T	Art Model	09/11/2018	06/30/2019
Winters, Kristin G	Instructional Assistant	07/01/2018	06/30/2019
Winton, Megan M.	Clerk I	09/15/2018	06/30/2019
Wyley, Nathandis D	Instructional Assistant	07/01/2018	06/30/2019

# LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: October 10, 2018

<b>SUBJECT:</b>	Board Policy Revision: P- 1412 Fees for Use of Facilities	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:**

During the last rewrite of the policies and regulations relating to the Civic Center Act and the use of district facilities, a decision was made to eliminate the description of the three types of uses for district facilities and to rely on the language of the Education Code. During the interim time period, questions have been raised about whether particular events were free (Class I), semi-commercial (Class II) or commercial events (Class III).

**STATUS:**

The proposed revisions to the policy clarify under which class an event falls under based on the proponents' mission(s) and the time of the event. When a public entity, nonprofit, or other association formed for cultural, general character building or public welfare purposes, holds a meeting during normal college business hours, they fall under Class I and are entitled to free use of the facility. If these organizations hold a meeting outside of college business hours, charge fees, or solicit contributions, then they fall under Class II and are charged at the district's semi-commercial rate. Class III are other organizations than those described above that charge admission fees. Class III events are charged at the district's commercial rate.

**RECOMMENDATION:**

This policy is presented for first reading.

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## 1.0 Authorization

- 1.1 The Chancellor [of the Los Rios Community College District](#) is authorized to establish a fee schedule for ~~the Nonnon~~-District facility use.
- 1.2 The fee schedule will include applicable fees, if any, for the following use categories as defined in ~~administrative~~ [Administrative regulation Regulation R-1411](#) pursuant to the provisions of the Civic Center Act. (Education Code ~~§~~<sup>825370</sup> et seq.)
- 1.2.1 ~~Class I: —Free Use (Basic Costs Labor, Equipment and other Costs)~~  
[These uses are for general-use classrooms, meeting and lecture facilities, where the event takes place during normal business hours and the user is a public entity, nonprofit organization, senior citizen organization, club or association formed for cultural, general character building or welfare purposes.](#)
- ~~1.2.2~~ [Class II—; Semi-Commercial Use. \(Full Cost Recovery\) These are uses:](#)
- [1.2.2.1 Of organizations identified under Class I, but that charge admission fees or solicit contributions that are not used for the benefit of the students of the District or charitable purposes; or](#)
- [1.2.2.2 Of organizations identified under Class I, but where the event takes place after normal business hours; or](#)
- [1.2.2.3 That are District categorical or specially funded program activities.](#)
- ~~1.2.2~~<sup>1.2.3</sup> [Class III—; Commercial Use. These are uses when the sponsor charges an admission fee and is not an organization identified under Class I.](#)
- 1.3 ~~The District shall not charge a fee, other than basic costs, to any non-profit organization, club or association organized for general character building or welfare purposes, provided an alternative location is unavailable. The Chancellor shall establish~~ [develop Administrative rRegulations to provide regarding for basic cost recovery. regarding this policy.](#)
- 1.4 ~~For other uses, the eChancellor shall establish a fee schedule.~~

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 LRCCD

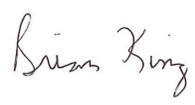
Policy Adopted: 5/15/74  
 Policy Revised: 11/5/80; 5/20/81; 1/17/01  
 Policy Reviewed:  
 Adm. Regulation: R-1411

[DRAFT 7/25/18](#)

# LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: October 10, 2018

<b>SUBJECT:</b>	Board Policy Revisions: P-2113, P-5111, P-6111, P-9111 Intent and Accountability for Equal Opportunity & P-2115, P-5112, P-6112, P-9112 Service Animals	ATTACHMENT: Yes	
		ENCLOSURE: None	
<b>AGENDA ITEM:</b>	First Reading Item B	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:**

Historically, the service animal policy has been appended to the equal opportunity and nondiscrimination and anti-harassment policies. This was due to the connection of both policies to serving people with disabilities. The service animal policy provides for the use of service animals for those with disabilities. The nondiscrimination, anti-harassment policy prohibits discrimination based on disabilities, among other items.

**STATUS:**

Upon further review, it seemed appropriate to sever these policies. The proposed changes to P-2113, P-5111, P-6111, P-9111, takes out the service animal language and creates four identical stand-alone policies, P-2115, P-5112, P-6112, P-9112. No changes were made to the actual language on service animals. The change will make sure that students and employees are able to find the district's policies on services animals.

**RECOMMENDATION:**

These policies are presented for first reading.

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

## 1.0 Goals and Objectives

- 1.1 It is the policy and primary purpose of the Los Rios Community College District to provide viable educational opportunity experiences to the citizens of the community it serves and to enhance instructional pursuits for those who wish to take advantage of the District's open door policy, regardless of previous educational background.
- 1.2 To this end, the Colleges of the District will offer comprehensive lower-division transfer and occupational education programs, as well as cultural and recreational activities designed to provide an atmosphere for lifelong learning in the community. These programs and activities will be supported by professional guidance, counseling and other student services that will enhance the educational process.

## 2.0 Equal Educational Opportunity

- 2.1 It is the policy of the District to implement policies to guarantee that no qualified student or prospective student or any person having an educational relationship with the District shall be unlawfully discriminated against, harassed, or excluded from any benefits, activities, or programs on the grounds of one or more of the following actual or perceived characteristics, or due to the association with a person or group with one or more of the following actual or perceived characteristics: ethnic group identification, race, color, sex, gender, gender identity, gender expression, pregnancy or childbirth-related condition, sexual orientation, sexual identity, religion or religious creed, age (over forty), national origin, ancestry, physical or mental disability, medical condition, political affiliation or belief, military and veteran status, marital status, or conversing in a language other than English. However, students shall be required to speak English when the use of English is necessary for educational or communication purposes. Sexual harassment is a form of unlawful discrimination based on sex and is prohibited in the District/College programs and activities under Title IX of the Education Amendments of 1972, 20 U.S.C., sections 1681 and following (Title IX). The names, addresses, and telephone numbers of the District's Title IX Officers and Equity Officers can be located [here](#).
- 2.2 Where evidence of unlawful discrimination, harassment, or exclusion based on any of the statuses enumerated in this District Policy is found:
- 2.2.1 the District shall take appropriate steps to halt any unlawful discrimination, harassment, or exclusion and prevent its recurrence; and
- 2.2.2 the District shall take appropriate steps to remedy the effects of any unlawful discrimination, harassment, or exclusion.

~~3.0 Service Animals~~

~~3.1 — It is the policy of the District to ensure that an individual with a verifiable disability, visual or not, who needs a Service Animal may participate in and benefit from District and College services, programs, and activities and to allow the use of Service Animals on District/College property in compliance with the Americans with Disabilities Act, the California Fair Employment and Housing Act, the Unruh Act, and all other relevant laws and regulations. The Chancellor shall develop Administrative Regulations regarding Service Animals.~~

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 LRCCD

Policy Adopted: 1/23/74

Policy Revised: 11/19/80; 2/10/82; 3/6/91; 3/6/96; 1/15/03; 4/13/11; 4/8/15; 11/9/16;  
5/10/17

Policy Reviewed: 5/10/17

Adm. Regulation: [R-2113](#); [R-2426](#)

[DRAFT 4/17/18](#)

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## 1.0 Board Intent

- 1.1 It is the intent of the Los Rios Community College District Board of Trustees to implement fully an equal opportunity program that adheres to the equal employment opportunity policies of the Los Rios Community College District and the guidelines of the Board of Governors of California Community Colleges, and complies fully with the acts of Congress, the laws of the State of California, and the rules, regulations, and guidelines pertaining thereto.
- 1.2 The Board of Trustees has the overall responsibility for insuring equal opportunity and equal employment opportunity in recruitment, assignment, promotion, retention, compensation, and staff development, and for improving the representation of underrepresented groups in all areas where unlawful discrimination, harassment, or exclusion has been shown. The Board of Trustees may delegate this responsibility to the Chancellor.
- 1.3 All employees involved in the implementation of equal opportunity programs shall assume responsibilities and duties as outlined in the Administrative Regulations.
- 1.4 The District and its Colleges in their human resource practices guarantee that staff members, applicants, and persons involved in employment relations with the District shall not be unlawfully discriminated against, harassed, or excluded from any benefits, activities, or programs on the grounds of one or more of the following actual or perceived characteristics, or due to the association with a person or group with one or more of the following actual or perceived characteristics: ethnic group identification, race, color, sex, gender, gender identity, gender expression, pregnancy or childbirth-related condition, sexual orientation, sexual identity, religion or religious creed, age (over forty), national origin, ancestry, physical or mental disability, medical condition, political affiliation or belief, military and veteran status, or marital status. It is the responsibility of the Chancellor and the College Presidents to take remedial action in the event of unlawful discrimination against, harassment of, and/or exclusion from full participation. Procedures are to be established for due process for all parties in the adjudication of accusations of unlawful discrimination, harassment, or exclusion (see [R-5111](#)). Sexual harassment is a form of unlawful discrimination based on sex and is prohibited in the District/College programs and activities under Title IX of the Education Amendments of 1972, 20 U.S.C., sections 1681 and following (Title IX). The names, addresses, and telephone numbers of the District's Title IX Officers and Equity Officers can be located [here](#). It is the goal of this District to:
  - 1.4.1 Provide members of underrepresented groups with models of their own race, ethnic, and cultural background and gender with whom they can identify and whom they can recognize as examples of occupational achievement at all levels and in all departments.

- 1.4.2 Guarantee to all candidates the same opportunity for employment, advancement, and change of assignment.
- 1.5 Where evidence of unlawful discrimination, harassment, or exclusion based on any of the statuses enumerated in this District Policy is found:
- 1.5.1 the District shall take appropriate steps to halt any unlawful discrimination, harassment, or exclusion and prevent its recurrence; and
- 1.5.2 the District shall take appropriate steps to remedy the effects of any unlawful discrimination, harassment, or exclusion.
- 1.6 It is the intent of this District Policy to direct the staff of this District to take action whenever and wherever an assessment of conditions indicates that underrepresented groups or persons with disabilities have been unlawfully discriminated against, harassed, or excluded from full participation in the benefits, activities, or programs of this District.
- 1.7 When there is an underrepresentation in a job class or classes in the District workforce, the District practices and Policies shall be studied to determine if there are factors contributing to the underrepresentation. Employment practices which constitute barriers to equal opportunity shall be identified and corrective action designed to eliminate the barriers shall be taken.
- ~~1.8 — It is the policy of the District to ensure that an individual with a verifiable disability, visual or not, who needs a Service Animal may participate in and benefit from District and College services, programs, and activities, and to allow the use of Service Animals on District/College property in compliance with the Americans with Disabilities Act, the California Fair Employment and Housing Act, the Unruh Act, and all other relevant laws and regulations. The Chancellor shall develop Administrative Regulations regarding Service Animals.~~
- ~~1.9~~1.8 The Chancellor shall assure the formation of a Staff Equity Committee at each College.
- 2.0 Staff Equity
- 2.1 Colleges shall establish a Staff Equity Committee.
- 2.2 The Staff Equity Committee shall work with the Equity Officer and shall consist of staff trained in equal opportunity, equity issues, and diversity.
- 3.0 Internal Dissemination
- 3.1 All District employees shall be made aware of the District's equal opportunity plan.
- 4.0 External Dissemination

4.1 Recruiting sources and applicants shall be notified that the District is an equal opportunity employer.

4.2 Community agencies, organizations, and educational institutions shall be notified of the District Policy in order to solicit their assistance in recruiting underrepresented groups (as defined in Title 5, §59300), and disabled applicants.

## 5.0 Staff Development

5.1 The District Office and the Colleges will provide staff development opportunities as necessary to accomplish the District's goals in accordance with collective bargaining agreements and District Policy.

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LRCCD

Policy Adopted: 6/30/65

Policy Revised: 5/17/67; 1/17/68; 11/19/69; 12/16/70; 4/19/72; 1/23/74; 8/15/79; 9/3/80;  
10/20/82; 10/2/85; 4/23/86; 2/21/90; 12/6/00; 10/1/03; 4/13/11; 4/8/15;  
11/9/16; 5/10/17

Policy Reviewed: 5/10/17

Adm. Regulation: [R-5111](#), [R-5178](#)

[DRAFT 4/17/18](#)

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## 1.0 Board Intent

- 1.1 It is the intent of the Los Rios Community College District Board of Trustees to implement fully an equal opportunity program that adheres to the equal employment opportunity policies of the Los Rios Community College District and the guidelines of the Board of Governors of California Community Colleges, and complies fully with the acts of Congress, the laws of the State of California, and the rules, regulations, and guidelines pertaining thereto.
- 1.2 The Board of Trustees has the overall responsibility for insuring equal opportunity and equal employment opportunity in recruitment, assignment, promotion, retention, compensation, and staff development, and for improving the representation of underrepresented groups in all areas where unlawful discrimination, harassment, or exclusion has been shown. The Board of Trustees may delegate this responsibility to the Chancellor.
- 1.3 All employees involved in the implementation of equal opportunity programs shall assume responsibilities and duties as outlined in the Administration Regulations.
- 1.4 The District and its Colleges in their human resource practices guarantee that staff members, applicants, and persons involved in employment relations with the District shall not be unlawfully discriminated against, harassed, or excluded from any benefits, activities, or programs on the grounds of one or more of the following actual or perceived characteristics, or due to the association with a person or group with one or more of the following actual or perceived characteristics: ethnic group identification, race, color, sex, gender, gender identity, gender expression, pregnancy or childbirth-related condition, sexual orientation, sexual identity, religion or religious creed, age (over forty), national origin, ancestry, physical or mental disability, medical condition, political affiliation or belief, military and veteran status, or marital status. It is the responsibility of the Chancellor and the College Presidents to take remedial action in the event of unlawful discrimination against, harassment of, and/or exclusion from full participation. Procedures are to be established for due process for all parties in the adjudication of accusations of unlawful discrimination, harassment, or exclusion (see [R-6163](#)). Sexual harassment is a form of unlawful discrimination based on sex and is prohibited in the District/College programs and activities under Title IX of the Education Amendments of 1972, 20 U.S.C., sections 1681 and following (Title IX). The names, addresses, and telephone numbers of the District's Title IX Officers and Equity Officers can be located [here](#). It is the goal of this District to:
  - 1.4.1 Provide members of underrepresented groups with models of their own race, ethnic, and cultural background and gender with whom they can identify and whom they can recognize as examples of occupational achievement at all levels and in all departments.

- 1.4.2 Guarantee to all candidates the same opportunity for employment, advancement, and change of assignment.
- 1.5 Where evidence of unlawful discrimination, harassment, or exclusion based on any of the statuses enumerated in this District Policy is found:
- 1.5.1 the District shall take appropriate steps to halt any unlawful discrimination, harassment, or exclusion and prevent its recurrence; and
- 1.5.2 the District shall take appropriate steps to remedy the effects of any unlawful discrimination, harassment, or exclusion.
- 1.6 It is the intent of this District Policy to direct the staff of this District to take action whenever and wherever an assessment of conditions indicates that underrepresented groups or persons with disabilities have been unlawfully discriminated against, harassed, or excluded from full participation in the benefits, activities, or programs of this District.
- 1.7 When there is an underrepresentation in a job class or classes in the District workforce, the District practices and Policies shall be studied to determine if there are factors contributing to the unbalance. Employment practices which constitute barriers to equal opportunity shall be identified and corrective action designed to eliminate the barriers shall be taken.
- ~~1.8 It is the policy of the District to ensure that an individual with a verifiable disability, visual or not, who needs a Service Animal may participate in and benefit from District and College services, programs, and activities, and to allow the use of Service Animals on District/College property in compliance with the Americans with Disabilities Act, the California Fair Employment and Housing Act, the Unruh Act and all other relevant laws and regulations. The Chancellor shall develop Administrative Regulations regarding Service Animals.~~
- ~~1.9~~1.8 The Chancellor shall assure the formation of a Staff Equity Committee at each College.
- 2.0 Staff Equity
- 2.1 Colleges shall establish a Staff Equity Committee.
- 2.2 The Staff Equity Committee shall work with the Equity Officer and shall consist of staff trained in equal opportunity, equity issues, and diversity.
- 3.0 Internal Dissemination
- 3.1 All District employees shall be made aware of the District's equal opportunity plan.
- 4.0 External Dissemination

- 4.1 Recruiting sources and applicants shall be notified that the District is an equal employment opportunity employer.
- 4.2 Community agencies, organizations, and educational institutions shall be notified of the District Policy in order to solicit their assistance in recruiting underrepresented groups (as defined in Title 5, § 59300), and disabled applicants.

#### 5.0 Staff Development

- 5.1 The District Office and the Colleges will provide staff development opportunities as necessary to accomplish the District's goals in accordance with collective bargaining agreements and District Policy.

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(Formerly P-6115)

LRCCD

Policy Adopted: 1/23/74

Policy Revised: 10/19/75; 8/15/79; 10/15/80; 10/20/82; 10/2/85; 4/23/86; 2/21/90, 7/16/97;  
10/1/03; 4/13/11; 4/8/15; 11/9/16; 5/10/17

Policy Reviewed: 5/10/17

Adm. Regulation: [R-6111](#), [R-6167](#)

[DRAFT 4/17/18](#)

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## 1.0 Board Intent

- 1.1 It is the intent of the Los Rios Community College District Board of Trustees to implement fully an equal opportunity program that adheres to the equal employment opportunity policies of the Los Rios Community College District and the guidelines of the Board of Governors of California Community Colleges, and complies fully with the acts of Congress, the laws of the State of California, and the rules, regulations, and guidelines pertaining thereto.
- 1.2 The Board of Trustees has the overall responsibility for insuring equal opportunity and equal employment opportunity in recruitment, assignment, promotion, retention, compensation, and staff development, and for improving the representation of underrepresented groups in all areas where unlawful discrimination, harassment, or exclusion has been shown. The Board of Trustees may delegate this responsibility to the Chancellor.
- 1.3 All employees involved in the implementation of equal opportunity programs shall assume responsibilities and duties as outlined in the Administrative Regulations.
- 1.4 The District and its Colleges in their human resource practices guarantee that staff members, applicants, and persons involved in employment relations with the District shall not be unlawfully discriminated against, harassed, or excluded from any benefits, activities, or programs on the grounds of one or more of the following actual or perceived characteristics, or due to the association with a person or group with one or more of the following actual or perceived characteristics: ethnic group identification, race, color, sex, gender, gender identity, gender expression, pregnancy or childbirth-related condition, sexual orientation, sexual identity, religion or religious creed, age (over forty), national origin, ancestry, physical or mental disability, medical condition, political affiliation or belief, military and veteran status, or marital status. Sexual harassment is a form of unlawful discrimination based on sex and is prohibited in the District/College programs and activities under Title IX of the Education Amendments of 1972, 20 U.S.C., sections 1681 and following (Title IX). The names, addresses, and telephone numbers of the District's Title IX Officers and Equity Officers can be located [here](#). It is the responsibility of the Chancellor and the College to take remedial action in the event of unlawful discrimination against, harassment of, and/or exclusion from full participation. Procedures are to be established for due process for all parties in the adjudication of accusations of discrimination or exclusion (see [R-9111](#)). It is the goal of this District to:
  - 1.4.1 Provide members of underrepresented groups with models of their own race, ethnic, and cultural background and gender with whom they can identify and whom they can recognize as examples of occupational achievement at all levels and in all departments.
  - 1.4.2 Guarantee to all candidates the same opportunity for employment,

advancement and change of assignment.

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- 1.7 When there is an underrepresentation in a job class or classes in the District workforce, the District practices and Policies shall be studied to determine if there are factors contributing to the unbalance. Employment practices which constitute barriers to equal opportunity shall be identified and corrective action designed to eliminate the barriers shall be taken.

~~1.8 It is the policy of the District to ensure that an individual with a verifiable disability, visual or not, who needs a Service Animal may participate in and benefit from District and College services, programs, and activities and to allow the use of Service Animals on District/College property in compliance with the Americans with Disabilities Act, the California Fair Employment and Housing Act, the Unruh Act and all other relevant laws and regulations. The Chancellor shall develop Administrative Regulations regarding Service Animals.~~

~~1.9~~ 1.8 The Chancellor shall assure the formation of a Staff Equity Committee at each College.

## 2.0 Staff Equity

- 2.1 Colleges shall establish a Staff Equity Committee.
- 2.2 The Staff Equity Committee shall work with the Equity Officer and shall consist of staff trained in equal opportunity, equity issues, and diversity.

## 3.0 Internal Dissemination

- 3.1 All District employees shall be made aware of the District's equal opportunity plan.

## 4.0 External Dissemination

- 4.1 Recruiting sources and applicants shall be notified that the District is an equal employment opportunity employer.

4.2 Community agencies, organizations, and educational institutions shall be notified of the District Policy in order to solicit their assistance in recruiting underrepresented groups (as defined in Title 5, § 59300), and disabled applicants.

#### 5.0 Staff Development

5.1 The District Office and the Colleges will provide staff development opportunities as necessary to accomplish the District's goals in accordance with collective bargaining agreements and District Policy.

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(Formerly P-9112 and P-9113)

LRCCD

Policy Adopted: 10/1/03

Policy Revised: 4/13/11; 4/8/15; 11/9/16; 5/10/17

Policy Reviewed: 5/10/17

Adm. Regulation: [R-9111](#), [R-9159](#)

[DRAFT 4/17/18](#)

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[1.0 Service Animals](#)

- 1.1 [It is the policy of the District to ensure that an individual with a verifiable disability, visual or not, who needs a Service Animal may participate in and benefit from District and College services, programs, and activities and to allow the use of Service Animals on District/College property in compliance with the Americans with Disabilities Act, the California Fair Employment and Housing Act, the Unruh Act, and all other relevant laws and regulations. The Chancellor shall develop Administrative Regulations regarding Service Animals.](#)

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LRCCD

Policy Adopted:

Policy Revised:

Policy Reviewed:

Adm. Regulation: [R-2113](#); [R-2426](#)

[DRAFT 4/17/18](#)

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1.0 Service Animals

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LRCCD

Policy Adopted:

Policy Revised:

Policy Reviewed:

Adm. Regulation: [R-5111](#), [R-5178](#)

[DRAFT 4/17/18](#)

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## 1.0 Service Animals

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(Formerly P-6115)

LRCCD

Policy Adopted:

Policy Revised:

Policy Reviewed:

Adm. Regulation: [R-6111](#), [R-6167](#)

[DRAFT 4/17/18](#)

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## [1.0 Service Animals](#)

- 1.1 [It is the policy of the District to ensure that an individual with a verifiable disability, visual or not, who needs a Service Animal may participate in and benefit from District and College services, programs, and activities and to allow the use of Service Animals on District/College property in compliance with the Americans with Disabilities Act, the California Fair Employment and Housing Act, the Unruh Act, and all other relevant laws and regulations. The Chancellor shall develop Administrative Regulations regarding Service Animals.](#)

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LRCCD

Policy Adopted:

Policy Revised:

Policy Reviewed:

Adm. Regulation: [R-9111](#), [R-9159](#)[DRAFT 4/17/18](#)

# LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: October 10, 2018

<b>SUBJECT:</b>	Board Policy Revision: P- 2423, P-5172, P-6163, P-9152 Discrimination and Harassment Complaint Procedures	ATTACHMENT: Yes	
		ENCLOSURE: None	
<b>AGENDA ITEM:</b>	First Reading Item C	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:**

As discussed last spring with each of the college constituencies, the General Counsel and outside counsel conducted a full review of our policies barring discrimination and harassment. In addition, the district’s transition to using outside counsel for investigations caused those attorneys to review the district’s existing policies.

**STATUS:**

The proposed changes update the policies statement that the colleges will respond to complaints promptly. While this has always been the case, it has never been stated in the policies. Further, the policies eliminate the annual selection of the district officer to ensure compliance with the state discrimination and harassment laws. Instead, the officer will be initially appointed and a new officer will be appointed when there is a vacancy in that office. Currently, this responsibility lies with the Director of Diversity, Compliance, and Title IX from Human Resources. The policies further change the reference of “unlawful discrimination and harassment” to “discrimination and harassment” which reflects the district policy on this subject as opposed to the legal standard. Finally, the policies set forth that the prohibition on retaliation extends to witnesses and advocates involved in the proceedings and defines retaliation as negative effects on the person’s future dealings with the district or colleges. This has always been the way the policies are interpreted, but this change makes these provisions explicit.

**RECOMMENDATION:**

These policies are presented for first reading.

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## 1.0 ~~Unlawful~~ Discrimination and Harassment

- 1.1 Notwithstanding the student grievance procedures, Los Rios Community College District Policy ([P-2412](#)), procedures shall be adopted for the investigation and resolution of complaints of ~~unlawful~~ discrimination and harassment in compliance with Title 5, section 59322 and all relevant state and federal laws, to ensure that all District programs and activities are available to all persons without regard to ethnic group identification, race, color, sex, gender, gender identity, gender expression, pregnancy or childbirth-related condition, sexual orientation, sexual identity, religion or religious creed, age (over forty), national origin, ancestry, physical or mental disability, medical condition, political affiliation or belief, military and veteran status, or marital status.
- 1.2 The District shall [respond to complaints promptly and](#) seek to resolve the complaints in an expeditious manner.
- 1.3 The Chancellor shall designate ~~annually~~ a District Officer responsible for [ensuring](#) District compliance with the rules and regulations adopted by the Board of Governors of the California Community Colleges regarding ~~unlawful~~ discrimination and harassment. The names, addresses, and telephone numbers of the District/College Title IX Officers and Equity Officers can be located [here](#).
- 1.4 Annual notice of this District Policy against ~~unlawful~~ discrimination and harassment shall be given to students, new employees when they commence working, and all current employees.
  - 1.4.1 This notice may be in the form of posters that contain the basic legal requirements, posted in places readily accessible to students, job applicants, and present employees. The notice may also be provided electronically.
- 1.5 Formal discrimination complaints under state and federal laws and regulations may also be processed through the procedures established by applicable state and federal agencies. (Civil Rights Act of 1964, tit. VII, § 703, as interpreted by Code of Federal Regs., title 29, § 1604.11; Ed. Amendments of 1972, tit. IX; the Rehabilitation Act of 1973; Ed. Code, § 200, et seq.; Gov't Code, § 11135; Title 2, § 7287.6; Title 5, § 53000, et seq.; the Americans with Disabilities Act; and all other applicable federal, state, and local laws.)

## 2.0 Non-Retaliation

- 2.1 It is against District Policy and unlawful to retaliate against someone who files a ~~an unlawful~~ discrimination or harassment complaint, who refers a matter for investigation or complaint, who participates in an investigation of a complaint, or who represents or serves as an advocate for a complainant or respondent. Raising a concern of ~~unlawful~~ discrimination or harassment [or participating in the process](#)

[as a witness or advocate](#) shall not [negatively](#) affect the concerned individual's future dealings with the District, with his or her employment, or with compensation or work assignments. In the case of a student, it shall not [negatively](#) affect grades, class selection, or other matters pertaining to his or her status as a student of the District.

- 2.2 In a situation where evidence is found that an allegation of discrimination is brought solely for the purpose of vexation, the appropriate disciplinary action may be taken.

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LRCCD

Policy Adopted: 2/10/82

Policy Revised: 6/3/92; 3/6/96; 12/12/07; 4/8/15; 11/9/16

Policy Reviewed: 11/9/16

Adm. Regulation: [R-2423](#)

[DRAFT 8/22/18](#)

[Policy – 5000 Certificated Personnel](#) || [Table of Contents](#) || [Back](#) || [Next](#)

## 1.0 Complaints

1.1 Employees and applicants shall have access to the procedure for handling complaints relating to ~~unlawful~~ discrimination and harassment (which includes claims related to disabilities and sexual harassment) as outlined in the Los Rios Community College District’s Administrative Regulations.

## 2.0 Referral to State/Federal Agencies

2.1 When complaints are not resolved to the satisfaction of the applicant/employee using the District internal process, the Director, Human Resources shall refer the individual to the appropriate State or Federal agency.

## 3.0 Report on Complaints/Grievances Related to Discrimination

3.1 A compilation of complaints relating to ~~unlawful~~ discrimination and harassment shall be presented to the Los Rios Community College District Board of Trustees annually.

## 4.0 Non-Retaliation

4.1 It is against District Policy and unlawful to retaliate against someone who files a ~~an~~ ~~unlawful~~ discrimination or harassment complaint, who refers a matter for investigation or complaint, who participates in an investigation of a complaint, or who represents or serves as an advocate for a complainant or respondent. Raising a concern of ~~unlawful~~ discrimination or harassment or participating in the process as a witness or advocate shall not negatively affect the concerned individual’s future dealings with the District, with his or her employment, or with compensation or work assignments.

4.2 In a situation where evidence is found that an allegation of discrimination is brought solely for the purpose of vexation, the appropriate disciplinary action may be taken.

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(Formerly P-5117)

LRCCD

Policy Adopted: 8/15/79

Policy Revised: 9/3/80; 10/20/82; 2/21/90; 6/3/92; 12/6/00; 12/12/07; 4/8/15

Policy Reviewed: 4/8/15

Adm. Regulation: [R-5172](#)

[DRAFT 8/23/2018](#)

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## 1.0 Complaints

1.1 Employees and applicants shall have access to the procedure for handling complaints relating to ~~unlawful~~ discrimination and harassment (which includes claims related to disabilities and sexual harassment) as outlined in the Los Rios Community College District Administrative Regulations.

## 2.0 Referral to State/Federal Agencies

2.1 When complaints are not resolved to the satisfaction of the applicant/employee using the District internal process, the Associate Vice Chancellor, Human Resources, shall refer the individual to the appropriate State or Federal agency.

## 3.0 Report on Complaints/Grievances Related to Affirmative Action

3.1 A compilation of complaints relating to ~~unlawful~~ discrimination and harassment shall be presented to the Los Rios Community College District Board of Trustees annually.

## 4.0 Non-Retaliation

4.1 It is against District Policy and unlawful to retaliate against someone who files a ~~an~~ ~~unlawful~~ discrimination or harassment complaint, who refers a matter for investigation or complaint, who participates in an investigation of a complaint, or who represents or serves as an advocate for a complainant or respondent. Raising a concern of ~~unlawful~~ discrimination or harassment [or participating in the process as a witness or advocate](#) shall not [negatively](#) affect the concerned individual's future dealings with the District, with his or her employment, or with compensation or work assignments.

4.2 In a situation where evidence is found that an allegation of discrimination is brought solely for the purpose of vexation, the appropriate disciplinary action may be taken.

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(Formerly P-6119)

LRCCD

Policy Adopted: 8/15/79

Policy Revised: 9/3/80; 10/20/82; 2/21/90; 6/3/92; 7/16/97; 4/8/15

Policy Reviewed: 4/8/15

Adm. Regulation: [R-6163](#)

[DRAFT 8/23/2018](#)

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## 1.0 Complaints

1.1 Employees and applicants shall have access to the procedure for handling complaints relating to ~~unlawful~~ discrimination and harassment (which includes claims related to disabilities and sexual harassment) as outlined in the Los Rios Community College District Administrative Regulations.

## 2.0 Referral to State/Federal Agencies

2.1 When complaints are not resolved to the satisfaction of the applicant/employee using the District internal process, the Associate Vice Chancellor, Human Resources shall refer the individual to the appropriate State or Federal agency.

## 3.0 Report on Complaints/Problem Resolution Related to Affirmative Action

3.1 A compilation of complaints relating to ~~unlawful~~ discrimination and harassment shall be presented to the Los Rios Community College District Board of Trustees annually.

## 4.0 Non-Retaliation

4.1 It is against District Policy and unlawful to retaliate against someone who files ~~an unlawful~~ discrimination or harassment complaint, who refers a matter for investigation or complaint, who participates in an investigation of a complaint, or who represents or serves as an advocate for a complainant or respondent. Raising a concern of ~~unlawful~~ discrimination or harassment [or participating in the process as a witness or advocate](#) shall not [negatively](#) affect the concerned individual's future dealings with the District, with his or her employment, or with compensation or work assignments.

4.2 In a situation where evidence is found that an allegation of discrimination is brought solely for the purpose of vexation, the appropriate disciplinary action may be taken.

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(Formerly P-9119)

LRCCD

Policy Adopted: 8/15/79

Policy Revised: 2/18/81; 6/16/82; 2/21/90; 6/3/92; 12/9/98; 4/8/15

Policy Reviewed: 4/8/15

Adm. Regulation: [R-9152](#)

[DRAFT 8/23/2018](#)

# LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: October 10, 2018

<b>SUBJECT:</b>	Board Policy Revision: P- 2424, P-5173, P-6161, P-9153 Sexual Harassment	ATTACHMENT: Yes	
		ENCLOSURE: None	
<b>AGENDA ITEM:</b>	First Reading Item D	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:**

As discussed last spring with each of the college constituencies, the General Counsel and outside counsel conducted a full review of the policies barring discrimination and harassment. In addition, the district’s transition to using outside counsel for investigations caused those attorneys to review the district’s existing policies.

**STATUS:**

The proposed change to the sexual harassment policies strengthens the Board’s statement that it is committed to providing an educational environment and workplace that is free from sexual harassment. Language is added to the policy to explicitly define what types of sexual harassment are prohibited: quid pro quo and hostile environment harassment. Finally, the policy sets forth that the prohibition on retaliation extends to witnesses and advocates involved in the proceedings and defines retaliation as negative effects on the persons future dealings with the district or colleges. This has always been the way the policy is interpreted, but this change makes these provisions explicit.

**RECOMMENDATION:**

These policies are presented for first reading.

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## 1.0 Statement of Intent

1.1 ~~It is the desire of~~ The Los Rios Community College District Board of Trustees [is committed](#) to ~~provide~~ [providing](#) ~~for all students and employees~~ an educational environment and workplace free from sexual harassment [for all students and employees](#). Sexual harassment in any situation is unacceptable, and is in violation of state and federal laws and regulations. Sexual harassment is a form of discrimination based on sex and is prohibited by Title IX of the Education Amendments of 1972, 20 U.S.C., sections 1681 and following (Title IX). Sexual harassment that takes place off campus and which has an effect on campus is covered by this policy. Inquiries and complaints about sexual discrimination and harassment may be directed to the District/College Title IX Officer or to the United States Department of Education Office of Civil Rights. The names, addresses, and telephone numbers of the District/College Title IX Officers and Equity Officers can be located [here](#).

1.2 Where evidence of sexual harassment is found:

1.2.1 The District shall take appropriate steps to halt any sexual harassment and prevent its recurrence; and

1.2.2 The District shall take appropriate steps to remedy the effects of any sexual harassment.

1.3 Formal complaints under those laws and regulations shall be processed through the procedures established by applicable state and federal agencies. (Civil Rights Act of 1964, tit. VII, § 703, as interpreted by Code of Fed. Regs., tit. 29, § 1604.11; Ed. Amendments of 1972, tit. IX; Ed. Code, § 200, et seq.; Gov. Code, § 11135; Title 2, § 7287.6 and Title 5, § 53000, et seq.)

## 2.0 Definition of Sexual Harassment (Ed. Code, § 212.5)

2.1 Sexual harassment means unwelcome sexual advances, requests for sexual favors, and other verbal, visual, or physical conduct of a sexual nature, made by someone from or in the work or educational setting, under any of the following conditions:

2.1.1 Submission to the conduct is explicitly or implicitly made a term or a condition of an individual's employment, academic status, or progress.

2.1.2 Submission to, or rejection of, the conduct by the individual is used as the basis of employment or an academic decision affecting the individual.

2.1.3 The conduct has the purpose or effect of having a negative impact upon the individual's work or academic performance, or of creating an intimidating, hostile, or offensive work or educational environment.

[2.1.4](#) Submission to, or rejection of, the conduct by the individual is used as the basis for any decision affecting the individual regarding benefits and

services, honors, programs, or activities available at or through the educational institution.

## 2.2 Sexual Harassment encompasses two kinds of harassment:

2.2.1 “Quid pro quo” sexual harassment occurs when a person in a position of authority makes educational or employment benefits conditional upon an individual's willingness to engage in or tolerate unwanted sexual conduct.

2.1.42.2.2 “Hostile environment” sexual harassment occurs when unwelcome conduct based on a person’s sex or gender is sufficiently severe or pervasive so as to alter the conditions of an individual's learning or work environment, unreasonably interfere with an individual's academic or work performance, or create an intimidating, hostile, or abusive learning or work environment. The victim must subjectively perceive the environment as hostile, and the harassment must be such that a reasonable person of the same sex or gender would perceive the environment as hostile. A single or isolated incident of sexual harassment may be sufficient to create a hostile environment if it is severe, e.g. a sexual assault.

2.2.2.3 Sexual violence is a form of sexual harassment and is prohibited by Title IX. Sexual violence means physical sexual acts perpetrated against a person’s will or where a person is incapable of giving consent due to the victim’s use of drugs or alcohol. An individual also may be unable to give consent due to an intellectual or other disability. Sexual violence includes, but is not limited to, rape, sexual assault, sexual battery, and sexual coercion.

2.3.2.4 For the purpose of further clarification, sexual harassment includes, but is not limited to:

2.3.12.4.1 Making unsolicited written, verbal, visual, or physical contact with sexual overtones. Some examples are: epithets, derogatory comments, or slurs of a sexual nature; impeding or blocking movements or any physical interference with normal work; derogatory posters or cartoons.

2.3.22.4.2 Continuing to express sexual interest after being informed that the interest is unwelcome. (~~Reciprocal attraction is not considered sexual harassment.~~)

2.3.32.4.3 Within the work environment, engaging in explicit or implicit coercive sexual behavior which controls, influences, or affects the career, salary, and/or work environment, or any other term or condition of employment; within the educational environment, engaging in explicit or implicit coercive sexual behavior which controls, influences, or affects the educational opportunities, grades, and/or learning environment of the student.

2.3.42.4.4 Making reprisals, threats of reprisal, or implied threats of reprisal following a negative response to a sexual advance. For example, within

the work environment: either suggesting or actually withholding support for an appointment, promotion, or change of assignment; or suggesting a poor performance report will be prepared, or suggesting probation will be failed. Within the educational environment, either suggesting or actually withholding grades earned or deserved, suggesting a poor performance evaluation will be prepared, or suggesting a scholarship recommendation or college application will be denied.

~~2.3.52.4.5~~ Offering favors or educational or employment benefits, such as grades or promotions, favorable performance evaluations, favorable assignments, favorable duties or shifts, recommendations, reclassifications, etc., in exchange for sexual favors.

### 3.0 Complaint Procedure

3.1 Any student who believes that he or she has been sexually harassed is encouraged to follow the Discrimination and Harassment Complaint Procedures as set forth in the District Policy and Administrative Regulation (P/R-2423). Throughout the procedures, the College President and Equity Officers will ensure that confidentiality will be maintained and that due process will be followed with respect to both parties. In matters of sexual violence, consent of the complainant shall be required prior to further action being taken by the District/College, however, the District/College may take action when the District's/Colleges' obligation to provide a safe and nondiscriminatory environment overrides the complainant's request for confidentiality.

### 4.0 Non-Retaliation

4.1 It is against District Policy and unlawful to retaliate against someone who files an ~~unlawful~~ discrimination or harassment complaint, who refers a matter for investigation or complaint, who participates in an investigation of a complaint, or who represents or serves as an advocate for a complainant or respondent. Raising a concern of sexual harassment or participating in the process as a witness or advocate shall not negatively affect the concerned individual's future dealings with the District, with his or her employment, or with compensation or work assignments. In the case of a student, it shall not negatively affect grades, class selection, or other matters pertaining to his or her status as a student of the District.

4.2 In a situation where evidence is found that an allegation of sexual harassment is brought solely for the purpose of vexation, the appropriate disciplinary action may be taken.

### 5.0 Administrative Regulations

5.1 The Chancellor shall develop such procedures as may be necessary to implement this District Policy and provide a means of enforcement. The District and each College shall ~~annually~~ designate a District Equity Officer and other appropriate District employees to administer and enforce this District Policy within the District and at the Colleges.

## 6.0 Special Assistance

- 6.1 Questions concerning the interpretation of this District Policy should be referred to the Equity Officers, the Title IX Officers, other designated District employees, or the Union representative. It is the responsibility of the Equity Officers to inform the complainant of other agencies available in pursuing a sexual harassment complaint. These include: the U.S. Equal Employment Opportunity Commission; the U.S. Department of Education, Office of Civil Rights; the California Department of Fair Employment and Housing; and the Office of the Chancellor, California Community Colleges.

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LRCCD

Policy Adopted: 7/10/85  
Policy Revised: 3/6/96; 4/8/15  
Policy Reviewed: 4/8/15  
Adm. Regulation: [R-2423](#)

[Draft 8/22/18](#)

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## 1.0 Statement of Intent

- 1.1 ~~It is the desire of t~~The Los Rios Community College District Board of Trustees [is committed to provide providing for all students and employees](#) an educational environment and workplace free from sexual harassment [for all students and employees](#). Sexual harassment in any situation is unacceptable, and is in violation of state and federal laws and regulations. Sexual harassment is a form of discrimination based on sex and is prohibited by Title IX of the Education Amendments of 1972, 20 U.S.C., sections 1681 and following (Title IX). Sexual harassment that takes place off campus and which has an effect on campus is covered by this policy. Inquiries and complaints about sexual discrimination and harassment may be directed to the District/College Title IX Officer or to the United States Department of Education Office of Civil Rights. The names, addresses, and telephone numbers of the District/College Title IX Officers and Equity Officers can be located [here](#).
- 1.2 Where evidence of sexual harassment is found:
- 1.2.1 The District shall take appropriate steps to halt any sexual harassment and prevent its recurrence; and
- 1.2.2 The District shall take appropriate steps to remedy the effects of any sexual harassment.
- 1.3 Formal complaints under those laws and regulations shall be processed through the procedures established by applicable state and federal agencies. (Civil Rights Act of 1964, tit. VII, § 703, as interpreted by Code of Fed. Regs., tit. 29, § 1604.11; Ed. Amendments of 1972, Title IX; Ed. Code, § 200, et seq.; Gov. Code, § 11135; Title 2, § 7287.6 and Title 5, § 53000, et seq.)

## 2.0 Definition of Sexual Harassment (Ed. Code, § 212.5)

- 2.1 Sexual harassment means unwelcome sexual advances, requests for sexual favors, and other verbal, visual, or physical conduct of a sexual nature, made by someone from or in the work or educational setting, under any of the following conditions:
- 2.1.1 Submission to the conduct is explicitly or implicitly made a term or a condition of an individual's employment, academic status, or progress.
- 2.1.2 Submission to, or rejection of, the conduct by the individual is used as the basis of employment or an academic decision affecting the individual.
- 2.1.3 The conduct has the purpose or effect of having a negative impact upon the individual's work or academic performance, or of creating an intimidating, hostile, or offensive work or educational environment.
- 2.1.4 Submission to, or rejection of, the conduct by the individual is used as the basis for any decision affecting the individual regarding benefits and

services, honors, programs, or activities available at or through the educational institution.

## 2.2 Sexual Harassment encompasses two kinds of harassment:

2.2.1 “Quid pro quo” sexual harassment occurs when a person in a position of authority makes educational or employment benefits conditional upon an individual's willingness to engage in or tolerate unwanted sexual conduct.

~~2.1.5~~2.2.2 “Hostile environment” sexual harassment occurs when unwelcome conduct based on a person’s sex or gender is sufficiently severe or pervasive so as to alter the conditions of an individual's learning or work environment, unreasonably interfere with an individual's academic or work performance, or create an intimidating, hostile, or abusive learning or work environment. The victim must subjectively perceive the environment as hostile, and the harassment must be such that a reasonable person of the same sex or gender would perceive the environment as hostile. A single or isolated incident of sexual harassment may be sufficient to create a hostile environment if it is severe, e.g. a sexual assault.

~~2.2~~2.3 Sexual violence is a form of sexual harassment and is prohibited by Title IX. Sexual violence means physical sexual acts perpetrated against a person’s will or where a person is incapable of giving consent due to the victim’s use of drugs or alcohol. An individual also may be unable to give consent due to an intellectual or other disability. Sexual violence includes, but is not limited to, rape, sexual assault, sexual battery, and sexual coercion.

~~2.3~~2.4 For the purpose of further clarification, sexual harassment includes, but is not limited to:

~~2.3.1~~2.4.1 Making unsolicited written, verbal, visual, or physical contact with sexual overtones. Some examples are: epithets, derogatory comments, or slurs of a sexual nature; impeding or blocking movements or any physical interference with normal work; derogatory posters or cartoons.

~~2.3.2~~2.4.2 Continuing to express sexual interest after being informed that the interest is unwelcome. (~~Reciprocal attraction is not considered sexual harassment.~~)

~~2.3.3~~2.4.3 Within the work environment, engaging in explicit or implicit coercive sexual behavior which controls, influences, or affects the career, salary, and/or work environment, or any other term or condition of employment; within the educational environment, engaging in explicit or implicit coercive sexual behavior which controls, influences, or affects the educational opportunities, grades, and/or learning environment of the student.

~~2.3.4~~2.4.4 Making reprisals, threats of reprisal, or implied threats of reprisal following a negative response to a sexual advance. For example, within

the work environment: either suggesting or actually withholding support for an appointment, promotion, or change of assignment; suggesting a poor performance report will be prepared, or suggesting probation will be failed. Within the educational environment, either suggesting or actually withholding grades earned or deserved, suggesting a poor performance evaluation will be prepared, or suggesting a scholarship recommendation or college application will be denied.

~~2.3.5~~2.4.5 Offering favors or educational or employment benefits, such as grades or promotions, favorable performance evaluations, favorable assignments, favorable duties or shifts, recommendation, reclassifications, etc., in exchange for sexual favors.

### 3.0 Complaint Procedure

3.1 Any individual who believes that he or she has been sexually harassed is encouraged to follow the Discrimination and Harassment Complaint Procedures as set forth in the Los Rios Community College District Regulations. (See R-2423, R-5172, R-6163, or R-9152, as appropriate). Throughout the procedures, the College President and the College/District Equity Officers will insure that confidentiality will be maintained and that due process will be followed with respect to both parties. In matters of sexual violence, consent of the complainant shall be required prior to further action being taken by the District/College, however, the District/College may take action when the District's/Colleges' obligation to provide a safe and nondiscriminatory environment overrides the complainant's request for confidentiality.

### 4.0 Non-Retaliation

4.1 It is against District Policy and unlawful to retaliate against someone who files an ~~unlawful~~ discrimination or harassment complaint, who refers a matter for investigation or complaint, who participates in an investigation of a complaint, or who represents or serves as an advocate for a complainant or respondent. Raising a concern of sexual harassment or participating in the process as a witness or advocate shall not negatively affect the concerned individual's future dealings with the District, with the individual's employment, or with compensation or work assignments. In the case of a student, it shall not negatively affect grades, class selection, or other matters pertaining to the individual's status as a student of the District.

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### 5.0 Administrative Regulations

5.1 The Chancellor shall develop such procedures as may be necessary to implement this District Policy and provide a means of enforcement. The District and each College shall ~~also~~ designate a District Equity Officer and other appropriate

District employees to administer and enforce this policy [District Policy](#) within the District and at the Colleges.

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6.1 Questions concerning the interpretation of this District Policy should be referred to the Equity Officers, the Title IX Offices, other designated District employees, or the Union representative. It is the responsibility of the Equity Officers to inform the complainant of other agencies available in pursuing a sexual harassment complaint. These include: the U.S. Equal Employment Opportunity Commission; the U.S. Department of Education, Office of Civil Rights; the California Department of Fair Employment and Housing; and the Office of the Chancellor, California Community Colleges.

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(Formerly P-5118)

LRCCD

Policy Adopted: 7/10/85  
Policy Revised: 12/6/00; 4/8/15  
Policy Reviewed: 4/8/15  
Adm. Regulation: [R-5111](#)

[DRAFT 8/21/18](#)

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(Formerly P-6117)

LRCCD

Policy Adopted: 7/10/85  
 Policy Revised: 7/16/97; 4/8/15  
 Policy Reviewed: 4/8/15  
 Adm. Regulation: [R-6163](#)

[DRAFT 8/22/2018](#)

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~~2.3.3~~2.4.3 Within the work environment, engaging in explicit or implicit coercive sexual behavior which controls, influences, or affects the career, salary, and/or work environment, or any other term or condition of employment; within the educational environment, engaging in explicit or implicit coercive sexual behavior which controls, influences, or affects the educational opportunities, grades, and/or learning environment of the student.

~~2.3.4~~2.4.4 Making reprisals, threats of reprisal, or implied threats of reprisal following a negative response to a sexual advance. For example, within

the work environment: either suggesting or actually withholding support for an appointment, promotion, or change of assignment; suggesting a poor performance report will be prepared, or suggesting probation will be failed. Within the educational environment, either suggesting or actually withholding grades earned or deserved, suggesting a poor performance evaluation will be prepared, or suggesting a scholarship recommendation or college application will be denied.

~~2.3.5~~2.4.5 Offering favors or educational or employment benefits, such as grades or promotions, favorable performance evaluations, favorable assignments, favorable duties or shifts, recommendations, reclassifications, etc., in exchange for sexual favors.

### 3.0 Complaint Procedure

3.1 Any individual who believes that he or she has been sexually harassed is encouraged to follow the Discrimination and Harassment Complaint Procedures as set forth in the District Policy and Administrative Regulations (see R-2423, P-5172, R-6163, or R-9152, as appropriate). Throughout the procedures, the College President and the Equity Officers will insure that confidentiality will be maintained and that due process will be followed with respect to both parties. In matters of sexual violence, consent of the complainant shall be required prior to further action being taken by the District/College, however, the District/College may take action when the District's/Colleges' obligation to provide a safe and nondiscriminatory environment overrides the complainant's request for confidentiality.

### 4.0 Non-Retaliation

4.1 It is against District Policy and unlawful to retaliate against someone who files an ~~unlawful~~ discrimination or harassment complaint, who refers a matter for investigation or complaint, who participates in an investigation of a complaint, or who represents or serves as an advocate for a complainant or respondent. Raising a concern of sexual harassment or participating in the process as a witness or advocate shall not negatively affect the concerned individual's future dealings with the District, with his or her employment, or with compensation or work assignments. In the case of a student, it shall not negatively affect grades, class selection, or other matters pertaining to his or her status as a student of the District.

4.2 In a situation where evidence is found that an allegation of sexual harassment is brought solely for the purpose of vexation, the appropriate disciplinary action may be taken.

### 5.0 Administrative Regulations

5.1 The Chancellor shall develop such procedures as may be necessary to implement this District Policy and provide a means of enforcement. The District and each College shall ~~also~~ designate a District Equity Officer and other appropriate

District employees to administer and enforce this District Policy within the District and at the Colleges.

#### 6.0 Special Assistance

- 6.1 Questions concerning the interpretation of this District Policy should be referred to the Equity Officers, the Title IX Officer, other designated District employees, or the Union representative. It is the responsibility of the Equity Officers to inform the complainant of other agencies available in pursuing a sexual harassment complaint. These include: the U.S. Equal Employment Opportunity Commission; the U.S. Department of Education, Office of Civil Rights; the California Department of Fair Employment and Housing; and the Office of the Chancellor, California Community Colleges.

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

(Formerly P-9117)

LRCCD

Policy Adopted: 7/10/85

Policy Revised: 2/21/90; 12/9/98; 4/8/15

Policy Reviewed: 4/8/15

Adm. Regulation: [R-9152](#)

[DRAFT 8/22/2018](#)

# LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: October 10, 2018

<b>SUBJECT:</b>	Special Payments – Police Officers, Sergeants, and Captains	ATTACHMENT: Yes	
		ENCLOSURE: None	
<b>AGENDA ITEM:</b>	Action Item A	TYPE OF BOARD CONSIDERATION:	
<b>RECOMMENDED BY:</b>	<i>Theresa Matista</i> Theresa Matista, Deputy Chancellor	CONSENT/ROUTINE	
		FIRST READING	
<b>APPROVED FOR CONSIDERATION:</b>	<i>Brian King</i> Brian King, Chancellor	ACTION	X
		INFORMATION	

**BACKGROUND:**

The SEIU unit currently represents the job classifications for twenty-four regular Police Officer positions and one regular Police Detective. The LRSA unit currently represents the job classifications for five regular Police Sergeant positions.

During the 2017-18 year, the District experienced a high rate of vacancy in officer positions, including vacancies in sergeant and a captain. This resulted in salary savings partially offset by overtime and temporary staff in support of LRPD operations.

**STATUS:**

In an effort to acknowledge the dedication by our officers, detective, sergeants and captains, the District, SEIU, and LRSA have recommended providing sworn personnel with a one-time payment of \$5,000. Those employed by the district as of 10/11/18 and who worked during the period 7/1/2017 – 6/30/18 are eligible. To ensure equity, payments will be prorated for those who did not work the full period. If approved, the payment will be made on October 12, 2018 via the typical distribution (e.g. direct deposit or paper check).

**RECOMMENDATION:**

It is recommended that the Board of Trustees approve peace officers with a one-time payment of \$5,000, as stipulated in this item and approve the related memorandums of understanding with the SEIU and LRSA units.

LOS RIOS COMMUNITY COLLEGE DISTRICT  
Memorandum of Understanding  
LRSA

Background

The LRSA unit currently represents the job classifications of Police Sergeant. The District has five regular FTE (full-time positions) for Police Sergeants.

During the 2017-18 year, we experienced a high rate of vacancy in our officer positions. We also had vacancies in sergeant and a captain (interim assignment to Police Chief of one captain). This resulted in some salary savings partially offset by overtime and temporary staff in support of LRPD operations. In addition, the District increased the semester parking permit to \$40 and made other changes to parking operations to increase parking revenue, which provides the majority of funding for LRPD staff.

The savings from the vacancies combined with the increase in revenues resulted in budget savings at the end of 2017-18. The 2016-17 year was flat and the year prior operations ran a deficit.

It is appreciated that our ability to maintain service levels without being fully staffed is achieved through the dedication of our officers, detective, sergeants and captains. The District wishes to acknowledge that appreciation by providing sworn personnel with a lump sum \$5,000 payment. The payment will be for regular sworn personnel (sergeants in LRSA) who are employed by the District as of 10/11/18 and who worked during the period 7/1/2017 - 6/30/18. The payment will be prorated for those who did not work the full period.

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The following is agreed to:

The District will use non-LRSA funds to pay a \$5,000 lump sum amount to regular sworn personnel (officers and detective) who are employed by the District as of 10/11/18 and who worked during the period 7/1/2017 - 6/30/18. The payment will be prorated for those who did not work the full period.

For the LRSA

Herald Stuckala, President

For the District

Theresa Metiste, 9/27/18

LOS RIOS COMMUNITY COLLEGE DISTRICT  
Memorandum of Understanding  
SEIU

Background

The SEIU unit currently represents the job classifications of Police Officer and Police Detectives. The District has twenty-four regular FTE (full-time positions) for Police Officers one FTE for Detective.

During the 2017-18 year, we experienced a high rate of vacancy in our officer positions. We also had vacancies in sergeant and a captain (interim assignment to Police Chief of one captain). This resulted in some salary savings partially offset by overtime and temporary staff in support of LRPD operations. In addition, the District increased the semester parking permit to \$40 and made other changes to parking operations to increase parking revenue, which provides the majority of funding for LRPD staff.

The savings from the vacancies combined with the increase in revenues resulted in budget savings at the end of 2017-18. The 2016-17 year was flat and the year prior operations ran a deficit.

It is appreciated that our ability to maintain service levels without being fully staffed is achieved through the dedication of our officers, detective, sergeants and captains. The District wishes to acknowledge that appreciation by providing sworn personnel with a lump sum \$5,000 payment. The payment will be for regular sworn personnel (officers and detective for SEIU) who are employed by the District as of 10/11/18 and who worked during the period 7/1/2017 – 6/30/18. The payment will be prorated for those who did not work the full period.

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The following is agreed to:

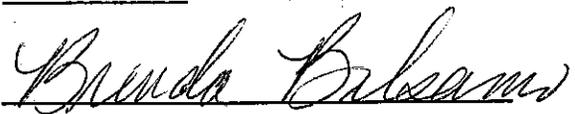
The District will use non-SEIU funds to pay a \$5,000 lump sum amount to regular sworn personnel (officers and detective) who are employed by the District as of 9/1/18 and who worked during the period 7/1/2017 – 6/30/18. The payment will be prorated for those who did not work the full period.

For the SEIU

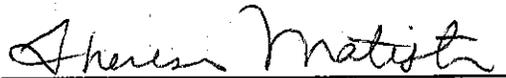


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For the District



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9/27/18

# LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: October 10, 2018

<b>SUBJECT:</b>	Universal Transit Pass Agreement – Modification and Extension	ATTACHMENT: None	
		ENCLOSURE: None	
<b>AGENDA ITEM:</b>	Action Item B	TYPE OF BOARD CONSIDERATION:	
<b>RECOMMENDED BY:</b>	<div style="text-align: right; margin-bottom: 5px;"><i>Theresa Matista</i></div> Theresa Matista, Deputy Chancellor	CONSENT/ROUTINE	<input type="checkbox"/>
		FIRST READING	<input type="checkbox"/>
<b>APPROVED FOR CONSIDERATION:</b>	<div style="text-align: right; margin-bottom: 5px;"><i>Brian King</i></div> Brian King, Chancellor	ACTION	<input checked="" type="checkbox"/>
		INFORMATION	<input type="checkbox"/>

**BACKGROUND:**

In an effort to increase ridership and extend the benefits of the Sacramento Regional Transit (RT)/Los Rios Community College District Universal Transit Pass (UTP) program to as many students as possible, the District and RT have tentatively agreed to modify the terms of the Student Transit Pass Agreement dated November 24, 2015, as amended on September 9, 2016, May 11, 2018, and September 4, 2018.

The current agreement limits the UTP to only those District students who are enrolled in more than 3 units at any one college. Eligible students are assessed a per unit fee of \$2.25 (subject to annual inflation adjustments), rounded to the nearest whole unit. The minimum fee is \$9.00 and the maximum fee is \$33.75 (based on 15 units). Students enrolled in 3 or fewer units are eligible to purchase a discounted monthly RT pass, currently \$5 per month, increasing to \$20 in January 2019. The current agreement expires on December 31, 2020.

The terms of the modified agreement extends the UTP program to all eligible students enrolled in at least one unit at any District college. Eligible students will be assessed the per unit fee of \$2.25. The maximum Districtwide fee would remain at \$33.75. Given the change, the need for a deeply discounted monthly pass is virtually eliminated.

**STATUS:**

Last month in a special election, Los Rios students voted overwhelmingly in favor of Measure A, the ballot measure for the modification and extension of the UTP agreement. A total of 638 students voted, with a total of 554 (92%) voting in favor of the agreement.

The material modifications to the existing agreement with RT are as follows:

- Effective for the academic terms covering spring 2019 to Fall 2023, all eligible students enrolled at least one unit at any District college will be assessed a fee of \$2.25 per unit. The minimum UTP fee per eligible student is \$2.25 and the maximum Districtwide UTP fee per eligible student will remain at \$33.75.

- Effective January 1, 2019, discounted monthly RT passes will no longer be available for sale to District students.
- The agreement is extended to December 31, 2023.

There will be a similar action item at the October 22<sup>nd</sup> RT Board of Directors meeting to approve the contract extension.

**RECOMMENDATION:**

It is recommended that the Board of Trustees authorize the Chancellor/Designee to modify the existing agreement with Sacramento Regional Transit for discounted transit services, for the academic terms covering spring 2019 to fall 2023.

# LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: October 10, 2018

<b>SUBJECT:</b>	Resolution 2018-10: Deferred Action for Childhood Arrivals (DACA) Program	ATTACHMENT: Yes	
		ENCLOSURE: None	
<b>AGENDA ITEM:</b>	Action Item C	TYPE OF BOARD CONSIDERATION:	
<b>RECOMMENDED BY:</b>	 JP Sherry, General Counsel	CONSENT/ROUTINE	
		FIRST READING	
<b>APPROVED FOR CONSIDERATION:</b>	 Brian King, Chancellor	ACTION	X
		INFORMATION	

**BACKGROUND:**

Since the November 2016 Presidential election, students and staff in the Los Rios Community College District community have expressed concern about the future of the Deferred Action for Childhood Arrivals (DACA) Program and the impact that any changes to national immigration policy would have on students' ability to complete their education and continue to work. In light of national discussions, community college districts and other institutions of higher education around the state of California are passing resolutions to reaffirm their organizational values and make commitments to stand by their students. The Los Rios Community College District passed a resolution in January 2017 expressing its commitment to protect the civil rights and safety of all Los Rios students and particularly those in targeted populations.

**STATUS:**

Since the passage of that resolution, the President issued an order rescinding the DACA program with a six-month window for Congress to act to provide comprehensive legislation. That order has been stayed by legal action, however, Congress has not yet acted to protect students, faculty and staff that are in the DACA program. The proposed resolution reaffirms the core organizational values set forth in the district's prior resolution to protect the civil rights and safety of Los Rios students, faculty and staff, the District's 2016-2021 Strategic Plan, and calls upon Congress to immediately and permanently preserve the DACA program and to work towards comprehensive immigration reform.

**RECOMMENDATION:**

It is recommended that the Board of Trustees approve the attached Resolution Number 2018-10 in support of students and employees covered by the Deferred Action for Childhood Arrivals Program.



# LOS RIOS COMMUNITY COLLEGE DISTRICT

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

## RESOLUTION

№ 2018-10

### The Deferred Action for Childhood Arrivals (DACA) Program

**WHEREAS**, the California Community Colleges is the nation's largest post-secondary education system in the country and is committed to serving all residents, regardless of immigration status; and

**WHEREAS**, California is home to 223,000 people who are participating in the federal Deferred Action for Childhood Arrivals (DACA) program that provides eligible immigrant youth, who came to the United States as children, protection from deportation and work authorization if they meet stringent conditions; and

**WHEREAS**, the California Community College system educates between 60,000 and 72,000 undocumented students and numerous students from mixed status families, and employs DACA faculty, student and staff ; and

**WHEREAS**, the deportation of these individuals and their family members would result in a massive negative impact in the lives of our student, staff, and faculty population and the country at large, by not allowing equal educational and professional opportunities for those who are citizens at heart; and

**WHEREAS**, in California, undocumented students have access to college through: AB 540, AB 130, and AB 131. While these state policies alleviate some financial burden, eligibility for such policies is limited, but combined make college access and retention more realistic for some undocumented students; and

**WHEREAS**, California's diversity is a great source of innovation and industry, making California one of the largest economies in the world and an economic engine for the United States; and

**WHEREAS**, studies show that deporting all of the DACA recipients in the United States would cost the federal government \$60 billion and cause \$280 billion in losses to the U.S. economy over 10 years, according to the Cato Institute; and

**WHEREAS**, on January 11, 2017, the Los Rios Community College District Board of Trustees passed a resolution pledging to take every action to protect the civil rights of and to ensure the safety of our students and to not participate in immigration enforcement activities; and

**WHEREAS**, On Sept. 5, 2017, President Donald J. Trump's administration announced plans to eliminate the DACA program after a six-month pause to allow Congress to address the issue; and

**WHEREAS**, since Sept. 5, 2017, Congress has yet to make any advancements on a DACA solution: now, therefore,

**BE IT RESOLVED**, that the Los Rios Community College Board of Trustees reaffirms its commitment to take every action to protect the civil rights of and ensure the safety of our students, staff and faculty and to not participate in immigration enforcement activities, except as required by law; and

**BE IT FURTHER RESOLVED**, that the Los Rios Community College Board of Trustees affirms its commitment to seeking, sustaining, and maintaining resources necessary for members of the undocumented community to remain safe, feel welcome at our campuses, and complete their education; and

**BE IT FINALLY RESOLVED**, that the Los Rios Community College Board of Trustees in collaboration with the California Community Colleges Board of Governors, the Community College League of California, Faculty Association of California Community Colleges, and other immigrant advocacy groups declares that it remains steadfastly in support of DACA recipients and other undocumented students in the California Community College system, and call on Congress to immediately and permanently preserve the DACA program and further work toward comprehensive immigration reform.

**PASSED AND ADOPTED** as Los Rios Community College District Resolution No 2018-10 this tenth day of October, 2018, by the following called vote:

AYES	NOES	ABSENT
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*Attest:*

\_\_\_\_\_  
Pamela Haynes, Board President

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

# LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: October 10, 2018

<b>SUBJECT:</b>	Chancellor's Contract	ATTACHMENT: None
		ENCLOSURE: None
<b>AGENDA ITEM:</b>	Action Item A	TYPE OF BOARD CONSIDERATION: ACTION

## BACKGROUND

Annually at its October meeting, the Board of Trustees evaluates the performance of the Chancellor in closed session.

## RECOMMENDATION

It is recommended that the Board of Trustees take appropriate action in open session on the contract of the Chancellor.