

LOS RIOS COMMUNITY COLLEGE DISTRICT

BOARD MEETING AGENDA

Wednesday, December 12, 2018

5:30 pm

MEETING LOCATION:

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

1. CALL TO ORDER	Board President
2. ORAL COMMUNICATIONS <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>	
3. SPECIAL ORDER OF BUSINESS: ANNUAL ORGANIZATIONAL MEETING	
A. Election Results and Seating of Elected Officials (page 3)	Board President
B. Election of Officers (page 4)	Board President
C. 2019 Dates of Regular Meetings (page 5)	Board President
D. Authorization to Attend Meetings (page 7)	Board President
E. Reaffirm District Policies (page 8)	Board President
F. Representation to Education Associations (page 9)	Board President
4. CONSENT CONSIDERATIONS <i>A member of the Board may request that an item be removed for further discussion and separate action.</i>	
A. Board Meeting Minutes: November 7, 2018 (page 10)	Brian King
B. 2020-2021 Academic Calendar/Summer Session 2020 (page 21)	Jamey Nye
C. Curriculum Proposals: ARC/CRC/FLC/SCC (page 23)	Jamey Nye
D. Resolution No. 2018-11: CA Department of Education Funding Due to CDC Closures (page 60)	Theresa Matista
E. Resolution No. 2018-12: Schools Excess Liability Fund (page 62)	Theresa Matista
F. Disposition of Stale District Records (page 64)	Theresa Matista
G. Disposition of Surplus Equipment (page 77)	Theresa Matista
H. Ratify: Grants and Contracts Awarded (page 78)	Brian King
I. Ratify: Bid Transactions (page 81)	Theresa Matista
J. Ratify: Affiliation and Other Agreements (page 82)	Theresa Matista
K. Purchase Orders, Warrants, Checks and Electronic Transfers (page 85)	Theresa Matista
L. Short-Term Temporary Employee Projections (page 87)	Theresa Matista
M. Regular Human Resources Transactions (page 89)	Theresa Matista
5. FIRST READING	
A. Board Policy Revisions: P- 1312 Visitors on Campus and P- 2252 Student Parking Fees (page 108)	JP Sherry
B. Board Policy Revision: P- 2312 (page 122)	JP Sherry

6. ACTION	
A. Resolution No. 2018-13: Declaration of Tribute Road Property as an Administrative Building (page 124)	JP Sherry
B. Student, Special Rate, Temporary Interpreter & Temporary Classified Salary Schedules (page 128)	Theresa Matista
C. Salary Schedule Modification – Adjunct Office Hours (page 136)	Theresa Matista
D. 2017-18 District Audit Report (page 139)	Theresa Matista

7. INFORMATION	
A. Foster Youth Update (page 140)	Jamey Nye

8. BOARD MEMBER REPORTS

9. FUTURE AGENDA ITEMS

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

11. CLOSED SESSION <i>Closed session may be held as authorized by law for matters including, but not limited to collective bargaining (Rodda Act), Education Code provisions, pending litigation, etc.</i>
A. Pursuant to Government Code section 54957: Complaint Against a Public Employee

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

13. ADJOURNMENT

LOS RIOS BOARD OF TRUSTEES			
Pamela Haynes President ▪ Area 5	John Knight Vice President ▪ Area 3	Dustin Johnson ▪ Area 1 Robert Jones ▪ Area 2 Ruth Scribner ▪ Area 4	Deborah Ortiz ▪ Area 6 Tami Nelson ▪ Area 7 Danny Thirakul ▪ Student Trustee
Regular Board Meetings are generally held every second Wednesday of the month at 5:30 pm ▪ <i>Note:</i> Meeting times and locations are subject to change. For current information, call the District Office at (916) 568-3021.			
Next Meeting: January 16, 2019▪ Regular Board Meeting ▪ Location: District Office			
Public records provided to the Board for the items listed on the open session portion of this agenda are available at the District Office located at 1919 Spanos Court, Sacramento, CA, during normal business hours. The Board agenda is posted on the District’s website: www.losrios.edu			
Help Us Help You			
Los Rios Community College District strives to make reasonable accommodations in all of its programs, services and activities for all qualified individuals with disabilities. Notification (568-3021) 48 hours in advance will enable the District to make arrangements to ensure meeting accessibility. When you arrive, please contact a staff member if you need assistance (Pursuant to Govt Code § 54954.2).			

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 12, 2018

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

BACKGROUND:

Election Code § 15400 requires that the Board declare the results of the November 6, 2018 election. The Oaths of Office were administered to the recently elected Board members, prior to them taking office, at the December 12, 2018 organizational meeting.

STATUS:

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

TRUSTEE AREA	CANDIDATE SELECTED	VOTES CAST
1	Dustin Johnson	Unopposed
2	Robert Jones	Unopposed
6	Deborah Ortiz	Unopposed

RECOMMENDATION:

It is recommended that the Board of Trustees declare the results of the November 6, 2018 election as certified by the Sacramento County Registrar of Voters.

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 12, 2018

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

STATUS:

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

RECOMMENDATION:

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

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

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 12, 2018

SUBJECT:	2019 Dates of Regular Board Meetings	ATTACHMENT: Yes	
		ENCLOSURE: None	
AGENDA ITEM:	Special Order of Business Item C	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	Brian King, Chancellor <i>Brian King</i>	CONSENT/ROUTINE	
		FIRST READING	X
APPROVED FOR CONSIDERATION:	Brian King, Chancellor <i>Brian King</i>	ACTION	
		INFORMATION	

BACKGROUND:

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

STATUS:

The proposed calendar was presented to the Board for First Reading at its November meeting, and is now ready for Board approval.

RECOMMENDATION:

It is recommended that the Board of Trustees schedule the regular meetings for the second Wednesday of the month (unless otherwise noted) at 5:30 pm, and the spring and fall retreats as noted, and approve the attached 2019 board meeting calendar.

LOS RIOS COMMUNITY COLLEGE DISTRICT

2019 Board Meeting Calendar



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

JANUARY				JULY			
		16			10		
FEBRUARY				AUGUST			
	13		22-23*		14		
MARCH				SEPTEMBER			
		20 CRC			11		
APRIL				OCTOBER			
	10			4-5*		16	
MAY				NOVEMBER			
		15 ARC			13 FLC		
JUNE				DECEMBER			
	12 SCC- Davis					18	

*Board Retreat Dates
Convocation Dates: January 18, 2019; August 23, 2019
Graduation: May 22, 2019

MEETING LOCATIONS:

Meetings are held in the District Office Board Room, unless otherwise noted. All meeting location addresses for 2019 are as follows:

- Los Rios Community College District Office: 1919 Spanos Court, Sacramento, CA 95825
- American River College (ARC): 4700 College Oak Drive, Sacramento, CA 95841
- Cosumnes River College (CRC): 8401 Center Parkway, Sacramento, CA 95823
- Folsom Lake College (FLC): 10 College Parkway, Folsom, CA 95630
- SCC-Davis Center 1720 Jade Street, UC Davis Village, Davis, CA 95616

Presented to the Board of Trustees: December 12, 2018

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 12, 2018

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

BACKGROUND:

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

RECOMMENDATION:

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

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 12, 2018

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

BACKGROUND:

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

RECOMMENDATION

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

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 12, 2018

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

BACKGROUND:

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

STATUS:

Current Board representatives to education associations are listed.

ACTIVITY/ASSOCIATION	REPRESENTATIVES
American Association of Community Colleges (AACC)	Dustin Johnson
Association of Community College Trustees (ACCT)	John Knight
Align Capital Region (ACR)	Deborah Ortiz
California Community College Trustees (CCCT)	Pamela Haynes
Los Rios Foundation	Pamela Haynes Robert Jones
Yolo County School Boards Association (YCSBA)	Ruth Scribner Alternate: Dustin Johnson

RECOMMENDATION:

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

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 12, 2018

SUBJECT:	Board Meeting Minutes: November 7, 2018	ATTACHMENT: Yes	
		ENCLOSURE: None	
AGENDA ITEM:	Consent Item A	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	Brian King, Chancellor <i>Brian King</i>	CONSENT/ROUTINE	X
		FIRST READING	
APPROVED FOR CONSIDERATION:	Brian King, Chancellor <i>Brian King</i>	ACTION	
		INFORMATION	

STATUS:

The minutes of the Board of Trustees meeting held on November 7, 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 November 7, 2018.



LOS RIOS COMMUNITY COLLEGE DISTRICT
Board Meeting Minutes
Wednesday, November 7, 2018

1. CALL TO ORDER

The board meeting was called to order by President Haynes at 5:30 p.m., in the Community Room at Folsom Lake College, 10 College Parkway, Folsom, 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

Yael Amir addressed the Board of Trustees at the end of the regular meeting, prior to closed session, regarding closed session matter 10.B: Pursuant to Government Code section 54957: Public Employee Discipline/Dismissal/Release (1 employee).

3. CONSENT CONSIDERATIONS

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

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: October 5-6 and 10, 2018*

That the Board of Trustees approve the minutes of the meeting held on October 5-6 and 10, 2018.

B. Scheduling of Board of Trustees Annual Organizational Meeting

That the Board of Trustees schedule the annual organizational meeting for Wednesday, December 12, 2018 at 5:30 p.m.

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

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

D. Board Policy Revision: P-1412 Fees for Use of Facilities

That the Board of Trustees approve the proposed revisions to the policy listed in the November board agenda packet.

E. 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

That the Board of Trustees approve the proposed revisions to the policies listed in the November board agenda packet

F. Board Policy Revision: P-2423, P-5172, P-6163, P-9152 Discrimination and Harassment Complaint Procedures

That the Board of Trustees approve the proposed revisions to the policy listed in the November board agenda packet.

G. Board Policy Revision: P-2424, P-5173, P-6161, P-9153 Sexual Harassment

That the Board of Trustees approve the proposed revisions to the policy listed in the November board agenda packet.

H. Appointment: Citizens' Bond Oversight Committee

That the Board of Trustees appoint Ms. Sosan Madanat to the District's Citizens' Bond Oversight Committee for two year terms up to the maximum of three consecutive terms.

I. District Quarterly Financial Status Report (311Q)

That the Board of Trustees receive the September 30, 2018 Quarterly Financial Status Report (CCFS-311Q) and the related financial statement.

J. Los Rios Foundation – Quarterly Investment Report

That the Board of Trustees receive the Foundation Quarterly Investment Report for the quarter ended September 30, 2018.

K. Special Event Authorization

That the Board of Trustees approve or ratify the applications listed herein.

College Events

Date of Event	College	Location	Name of Event	Alcohol
January 10, 2019	FLC	Harris Center	Kids Helping Kids 2019	Wine and/or Beer

L. Disposition of Surplus Equipment

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

M. Ratify: Bid Transactions

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

CHANGE ORDERS					
Bid No	Description	Change Amount	Change Number	Vendor	New Contract Total
18023	Remove existing concrete pad (trip hazard) & replace	\$5,000.00	1	Cabar Electric Inc.	\$156,945.00

BID AWARDS					
Bid No	Description	No of Responses	Award Date	Successful Vendor	Contract Amount
18031R	FLC Electric Vehicle Charging Stations	6	10/19/18	Cabar Electric Inc.	\$66,878.00

Contractor Name	Base Bid	Alternate 1	Total Bid
Cabar Electric Inc.	\$54,888.00	\$11,990.00	\$66,878.00
Sac Valley Electric Inc.	\$74,865.00	\$885.00	\$75,750.00
All Power Inc.	\$78,500.00	\$1,652.30	\$80,152.30
Bockmon & Woody Electric	\$83,400.00	\$2,550.00	\$85,950.00
Perkins Electric Inc.	\$87,000.00	\$900.00	\$87,900.00
Aria Electric & Construction	\$85,000.00	\$8,000.00	\$93,000.00

N. Ratify: Affiliation and Other Agreements

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
Heritage Oaks Hospital	Nursing	SCC	9/13/18	Evergreen
University of the Pacific	Athletic Training	ARC	6/1/18	5/31/2023
Emanuel Medical Center	MLT	FLC	12/12/18	12/12/2020

* MLT - Medical Lab Technician

- 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 18-066
CRC	Facility Use	C19-0050
CRC	Facility Use	C19-0051
CRC	Facility Use	C19-0052
CRC	Facility Use	C19-0053
CRC	Facility Use	C19-0054
CRC	Facility Use	C19-0055
CRC	Facility Use	C19-0056
CRC	Facility Use	C19-0057
SCC	Facility Use	19-0001
SCC	Facility Use	19-0025
SCC	Facility Use	19-0036
SCC	Facility Use	19-0040
SCC	Facility Use	19-0049
SCC	Facility Use	19-0050
SCC	Facility Use	19-0053
Harris Center	Facility Use	12289
Harris Center	Facility Use	12299
Harris Center	Facility Use	12777
Harris Center	Facility Use	12862
Harris Center	Facility Use	12865
Harris Center	Facility Use	12869
Harris Center	Facility Use	12870
Harris Center	Facility Use	12875
Harris Center	Facility Use	12876
Harris Center	Facility Use	12877
Harris Center	Facility Use	12885
Harris Center	Facility Use	13375
Harris Center	Facility Use	13376
Harris Center	Facility Use	13430

Harris Center	Facility Use	13499
ARC	Facility Use	1005
ARC	Facility Use	1006

O. 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.

PURCHASE ORDERS		
General Fund	0001101535-0001102264 B119597-B119740	\$ 3,078,787.49
Capital Outlay Fund	0003017996-0003018044	
Child Development Fund	0006000849-0006000849 B619013-B619014	
Self-Insurance Fund	-	
WARRANTS		
General Fund	769065-770416	\$ 14,244,718.93
General Fund-ARC Instructional Related	008999-009101	
General Fund-CRC Instructional Related	023137-023168	
General Fund-FLC Instructional Related	031391-031405	
General Fund-SCC Instructional Related	47209-47294	
Capital Outlay Fund	833135-833207	
Student Financial Aid Fund	900335-900347	
Child Development Fund	954591-954603	
Self-Insurance Fund	976481-976486	
ODSFD	000501-000501	
Payroll Warrants	409525-411097	
Payroll Vendor Warrants	64526-64668	
October Leave Process	411098-412597	
CHECKS		
Financial Aid Disbursements (E-trans)	-	\$ 18,806,471.58
Clearing Checks	2801-2801	\$ 807.70
Parking Checks	3124-3127	\$ 637.00
Bookstore Fund – ARC	33184-33237	\$ 1,606,675.38
Bookstore Fund – CRC	28251-28310	
Bookstore Fund – FLC	10373-10480	
Bookstore Fund – SCC	050548-050632	
Student Clubs Agency Fund – ARC	5674-5694	\$ 154,777.56
Student Clubs Agency Fund – CRC	4844-4885	
Student Clubs Agency Fund – FLC	2538-2564	
Student Clubs Agency Fund – SCC	4039-4062	
Foundation – ARC	6072-6093	\$ 87,929.71
Foundation – CRC	2601-2629	
Foundation – FLC	1658-1669	
Foundation – SCC	4774-4785	
Foundation – DO	1015-1018	
Associated Students Trust Fund – ARC	0996-0996	\$ 156.93
Associated Students Trust Fund – CRC	0860-0867	
Associated Students Trust Fund – FLC	0727-0728	

Associated Students Trust Fund – SCC	-	
Regional Performing Arts Center Fund	USI Check System 5993-6092 Manual Checks 9217-9219	\$ 538,085.76
ELECTRONIC TRANSFERS		
Board of Equalization	-	\$ 6,789.00
PARS	-	\$
Vendors	-	\$
Backup Withholding	-	\$
Retiree Health Trust	-	\$ -
Self-Insurance	-	\$ 156,409.11
Bookstore	-	\$ 264,766.83
Payroll Direct Deposit Advices	937719-942695	\$ 13,166,419.49
Other Payroll Transactions	-	\$ 5,358.00

P. 2018-19 Sabbaticals/Professional Development Leaves

That the Board of Trustees approve the 2018-19 sabbatical/professional development leaves listed in the November board agenda packet.

Q. Human Resources Transactions

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

4. FIRST READING

A. Draft 2019 Board Meeting Calendar

The draft 2019 board meeting calendar was presented to the board for first reading and discussion.

5. ACTION

A. Contract Awards: Folsom Lake College Security Improvements

A motion was made by Trustee Knight, seconded by Trustee Nelson, that the Board of Trustees award the contract for Bid 19004 to Security Integration, Inc. for a total contract amount of \$642,757.27 and the contract for Bid 19005 to Opening Technologies, Inc. for a total contract amount of \$680,992.00.

Roll Call Vote:

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

No: None

Absent: None

Student Trustee: Aye

Motion carried; 7:0

B. Contract Award: Education Services Technical Assistance and Planning for California Community Colleges

Trustee Haynes recused herself from this agenda item and left the board room while the matter was considered.

A motion was made by Trustee Jones, seconded by Trustee Johnson, that the Board of Trustees award the contract for RFP 19007 to FCCC for a not to exceed annual contract amount of \$1,238,000

Roll Call Vote:

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

No: None

Absent: Haynes

Student Trustee: Aye

Motion carried; 6:0

6. INFORMATION

A. Financial Aid Update

Staff provided an update on the District's financial aid programs including highlighting new programs, outreach to students, as well as enhancements to processes focused on improved service for our students.

B. Folsom Lake College Dance Program

Folsom Lake College faculty and students provided an overview of the Dance Program movement including curriculum development, leadership and workplace soft skills cultivation, as well as student opportunities.

7. BOARD MEMBER REPORTS

Trustee Nelson attended the ARC STEM Groundbreaking.

Trustee Knight attended the ARC STEM Groundbreaking and the ACCT Leadership Congress.

Trustee Thirakul congratulated the board members who were re-elected by way of no opponents.

8. FUTURE AGENDA ITEMS

Trustee Knight requested a board update item on the District's program options for prisoner and re-entry students, include on-site courses at their facilities.

9. REPORTS AND COMMENTS

The following constituency representatives presented reports to the Board:

Katie DeFant, President, Folsom Lake College Student Senate

Lindsey Campbell, President, Folsom Lake College Classified Senate

Paula Haug, President, Folsom Lake College Academic Senate

Chancellor's Report:

ARC: The California Geographic Information Association has given its prestigious Excellence in Education Award to ARC's Geographic Information Systems (GIS) program. The award is granted to the educational institution that displays extraordinary approach, contribution, development, or commitment to GIS education in California. Nominees are judged on the basis of the breadth of courses offered, accessibility of classes, population served, technical facilities, and post-graduation support. Congratulations to ARC GIS, especially professor Hugh Howard for his long-term, sustained contributions to the program.

CRC: The Dream Center at CRC recently hosted its first UndocuResource Fair event. The Center partnered with members of the community's coalition of agencies and organizations in the Sacramento region, including UC Davis, Sac State Dreamers Resource Center, the CA Legal Rural Foundation, Opening Doors, and WEAVE. The event provided a variety of resources to CRC students, faculty and staff, who said they look forward to the event next year.

FLC: Folsom Lake College Computer Information Science Professor Caleb Fowler was presented with a certificate in Effective College Instruction by the Association of College and University Educators (ACUE) at the California Community College Association for Occupational Education (CCCAOE) Fall 2018 conference held October 10-12 in Rancho Mirage, CA. Caleb was one of fifty faculty selected from across the state to participate in a pilot program from the State Chancellor's Office where participants completed a 25-hour online course designed to align teaching skills with the needs and aspirations of today's students. Caleb was also a featured speaker at Intel's "Code For Folsom" two-day cyber security youth camp held at the Main Folsom campus on October 20-21. FLC was a sponsor of the sold-out boot camp with 130 students representing 43 different local schools participating.

SCC: Students at SCC Makerspace are currently working on an innovative pilot program called MakerMatic, through CCC Maker. MakerMatic brings an employer representative to a college makerspace with a problem that they need solved. The students work together, with support from coaches, on the proposed challenge.

This is an alternative to outside internships where students individually visit employer sites to gain experience. Under the MakerMatic model, students collaborate over several weeks for a total of 20 hours to develop prototypes in the makerspace to solve the problem.

Students gain experience working with a real-world client and are able to build teamwork skills and use their creativity and critical thinking, all while demonstrating their abilities to current industry leaders and making career connections.

Specifics of the project that SCC students are currently working on are embargoed until the program’s conclusion. However, CCC Maker expects to be able to share a draft curriculum based on results by the end of the year.

Chancellor King announced the following retirements:

Retirement			Years of Service
Joseph Gee	Allied Health Professor (80%) / Pharmacy Technician Program Coordinator (20%)	CRC	10+
Marsha White	Bookstore Buyer I	CRC	12
Winnie LaNier	Campus Life Coordinator	CRC	13+
Stephen McFaul	Mathematics Professor	FLC	16+
Lisa Daly	Early Childhood Education Professor	FLC	21
James Stroh	Information Technology Specialist II – Microcomputer Support	DO	22
Mary Tervooren	Administrative Assistant I	ARC	22
Raye Maero	Kinesiology & Athletics Professor/Head Coach (Tennis or Golf)	ARC	22+
James Baker	Head Groundskeeper	FM	26
Georgeann McKee	Administration of Justice Professor	SCC	35
David Pacheco	Wrestling Head Coach / Health Education / Physical Education Professor	SCC	36
Yoshio Taylor	Fine and Applied Arts Professor	CRC	40

10. CLOSED SESSION

General Counsel Sherry announced closed session as listed below. The following board members went into closed session at 6:40 pm: Ms. Haynes, Mr. Johnson, Mr. Jones, Mr. Knight, Ms. Ortiz, Ms. Nelson and Ms. Scribner. Outside counsel, Harriet Steiner from Best Best and Krieger Law, handled closed session item 10.B.

- A. Pursuant to Government Code section 54957.6; Conference with Labor Negotiators – Agency designated representative: Brian King, Theresa Matista, JP Sherry, Ryan Cox; Employee Organization: SEIU
- B. Closed Session: Pursuant to Government Code section 54957: Public Employee Discipline/Dismissal/Release (1 employee)
- C. Pursuant to Government Code section 54957: Complaint Against a Public Employee

Closed Session Adjourned: 7:40

Open Session: 8:05

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

Pursuant to Government Code section 54957, the Board of Trustees met and considered the appeal of the termination of the employee and took action to accept the finding of the hearing officer, and to affirm the suspension and termination of the employee by a vote of 7 to 0.

12. ADJOURNMENT

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

President Haynes adjourned the meeting at 8:07 p.m.

BRIAN KING

Chancellor and Secretary to the Board of Trustees



Draft minutes presented to the Board of Trustees: December 12, 2018

jd

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 12, 2018

SUBJECT:	2020-2021 Academic Calendar/Summer Session 2020	ATTACHMENT: Yes	
		ENCLOSURE: None	
AGENDA ITEM:	Consent Item B	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	 Jamey Nye, Vice Chancellor	CONSENT/ROUTINE	X
		FIRST READING	
APPROVED FOR CONSIDERATION:	 Brian King, Chancellor	ACTION	
		INFORMATION	

BACKGROUND:

American River, Cosumnes River, Folsom Lake and Sacramento City colleges have participated in the development of the academic calendar for 2020-2021 through the Academic Calendar Committee. The calendar meets the requirements for instructional days, includes holidays as prescribed by the Chancellor’s Office, and balances the number of teaching days between the fall and spring semesters. It also dedicates four days for instructional improvement activities with two days prior to the opening of the fall semester and two days scheduled before the spring semester.

STATUS:

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

RECOMMENDATION:

It is recommended that the Board approve the academic calendar for 2020-2021 as proposed.

**LOS RIOS COMMUNITY COLLEGE DISTRICT
2020-2021 ACADEMIC CALENDAR - DRAFT**

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

SUMMER SESSION 2020*

Instruction Begins	June 8	Monday
Independence Day (in lieu of 4 th)	July 3	Friday
Instruction Ends	August 5	Wednesday
Grades Due	August 10	Monday
	35 Days	

FALL SEMESTER 2020*

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

SPRING SEMESTER 2021*

Instructional Improvement Days	January 14,15	Thursday, Friday
Instruction Begins	January 16	Saturday
Dr. Martin Luther King, Jr. Day	January 18	Monday
Census Date for Spring Semester Classes	February 1	Monday
Lincoln Day	February 12	Friday
Washington Day	February 15	Monday
Spring Recess	Mar. 29-Apr 4	Monday-Sunday
Last Day to Withdraw from Full Semester Classes	April 18	Sunday
Finals	May 13-May19	Thursday-Wednesday
End of Semester	May 19	Wednesday
Grades Due	May 26	Wednesday
Memorial Day	May 31	Monday
	82 Days	



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

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

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 12, 2018

SUBJECT:	Curriculum Proposals: American River, Cosumnes River, Folsom Lake and Sacramento City Colleges	ATTACHMENT: Yes	
		ENCLOSURE: None	
AGENDA ITEM:	Consent Item C	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	 Jamey Nye, Vice Chancellor	CONSENT/ROUTINE	X
		FIRST READING	
APPROVED FOR CONSIDERATION:	 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 November 30, 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, Cosumnes River College, Folsom Lake College, and Sacramento City College.

Los Rios Community College District

Recommendation for Adoption by the Board of Trustees

December 12, 2018

COURSE PROPOSALS

Course Deletions

American River College

1. **ARTNM 410 Interactive Projects (4.00 units)**

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

2. **ET 251 Automotive Electronic Accessories and Installation (3.00 units)**

Justification: Upon review of our courses, the department has determined that this course no longer meets the needs of our students. Only ET 251 will be deleted, and the other course that is “same as” will not be deleted.

3. **ET 303 Energy and Sustainability (3.00 units)**

Justification: Upon review of our courses, the department has determined that this course no longer meets the needs of our students. Only ET 303 will be deleted, and the other two courses that are “same as” will not be deleted.

4. **FIRE 1556 Emergency Medical Technician 1 - Basic Refresher (1.50 units)**

Justification: This course is no longer with the Fire Technology program and is under the Paramedic program.

5. **KINES 336 Health Concerns in Athletics (1.00 unit)**

Justification: Upon review of our programs, the department has determined that this course no longer meets the needs of our students. Most of the content of this class is covered in KINES 330.

6. **KINES 337 Common Injuries in Athletics (1.00 unit)**

Justification: Upon review of our programs, the department has determined that this course no longer meets the needs of our students. Most of the content of this course is covered in KINES 330.

7. **PSYC 383 Introduction to Organizational Psychology (3.00 units)**

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

Folsom Lake College

1. **ARTH 313 History of Western Architecture: Prehistoric to Renaissance (3.00 units)**

Justification: The department is streamlining curriculum offerings and the students can meet their educational needs by taking other courses in the department.

2. **ARTH 314 History of Western Architecture: Renaissance to Modern (3.00 units)**

Justification: The department is streamlining curriculum offerings and the students can meet their educational needs by taking other courses in the department.

3. **ARTH 326 Traditional Native American Art (3.00 units)**

Justification: The department is deleting this course to replace it with ARTH 325 since ARTH 325 and ARTH 326 are duplicated courses. This change keeps FLC's curriculum aligned with our sister colleges.

4. **BUS 341 Advanced Business Law (3.00 units)**

Justification: This course is not a prerequisite for any FLC or Los Rios program, and does not meet student needs.

5. **CISP 354 Introduction to Relational Database Administration (3.00 units)**

Justification: This course no longer meets student needs. The department is more effectively redeploying resources to other areas.

6. **MUIVI 410 Applied Music (1.00 unit)**

Justification: This deletion is proposed in recognition of the fact that this course does not align with the goals of the department. MUIVI 420 is planned for future offerings instead.

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

Justification: TA 314 is being replaced with TAFILM 303 to align with other Los Rios colleges.

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

Justification: TA 315 is being replaced with TAFILM 304 to align with other Los Rios colleges.

Sacramento City College

1. **AH 112 Strategies for Student Success in Health Occupations (3.00 units)**

Justification: The content of this course is also in AH 108 and AH 290, both of which will be retained in curriculum. The unit value of AH 108 is being increased from 1 unit to 2 units so that some of the content from this course on health occupations can be incorporated into it.

2. **ARTH 330 Survey of African-American Art (3.00 units)**

Justification: As an optional course in the ADT degree, this course has been difficult to fill, and we are continuing to offer ARTH320 Multicultural Art in America.

3. **BUS 210 The Business Plan (1.00 unit)**

Justification: As a result of program review the Business Department is revising its entrepreneurship offerings. The content in this course has been moved to one of the new ENTR courses.

4. **BUS 212 Marketing for Small Businesses (1.00 unit)**

Justification: As a result of program review the Business Department is revising its entrepreneurship offerings. The content in this course has been moved to one of the new ENTR courses.

5. **BUS 214 Financing a Small Business (1.00 unit)**

Justification: As a result of program review the Business Department is revising its entrepreneurship offerings. The content in this course has been moved to the new ENTR 301 course.

6. **BUS 216 Essential Records for the Small Business (1.00 unit)**

Justification: As a result of program review the Business Department is revising its entrepreneurship offerings. The content in this course has been moved to one of the new ENTR courses.

7. **BUS 218 Management Skills for the Small Business (1.00 unit)**

Justification: As a result of program review the Business Department is revising its entrepreneurship offerings. The content in this course has been moved to one of the new ENTR courses.

8. **BUS 220 Retailing and Merchandising for the Small Business (1.00 unit)**

Justification: As a result of program review the Business Department is revising its entrepreneurship offerings.

9. **BUS 350 Small Business Management/Entrepreneurship (3.00 units)**

Justification: As a result of program review the Business Department is revising its entrepreneurship offerings. The content in this course has been moved to one of the new ENTR courses.

10. **BUSTEC 100 Keyboarding Skills (1.00 - 3.00 units)**

Justification: This BUSTEC course is being deleted as a result of information gathered during program review. The content from seven BUSTEC keyboarding courses and one BUSTEC 10-key course is being combined into one, variable-unit, course under the BUS designator.

11. **BUSTEC 100.1 Keyboarding Skills: Beginning (1.00 unit)**

Justification: This BUSTEC course is being deleted as a result of information gathered during program review. The content from seven BUSTEC keyboarding courses and one BUSTEC 10-key course is being combined into one, variable-unit, course under the BUS designator.

12. **BUSTEC 100.2 Keyboarding Skills: Intermediate (1.00 unit)**

Justification: This BUSTEC course is being deleted as a result of information gathered during program review. The content from seven BUSTEC keyboarding courses and one BUSTEC 10-key course is being combined into one, variable-unit, course under the BUS designator.

13. BUSTEC 100.3 Keyboarding Skills: Advanced (1.00 unit)

Justification: This BUSTEC course is being deleted as a result of information gathered during program review. The content from seven BUSTEC keyboarding courses and one BUSTEC 10-key course is being combined into one, variable-unit, course under the BUS designator.

14. BUSTEC 101 Computer Keyboarding: 10-Key (1.00 unit)

Justification: This BUSTEC course is being deleted as a result of information gathered during program review. The content from seven BUSTEC keyboarding courses and one BUSTEC 10-key course is being combined into one, variable-unit, course under the BUS designator.

15. BUSTEC 110 Business Procedures for Professional Success (3.00 units)

Justification: This BUSTEC course is being deleted as a result of enrollment and completion data gathered during program review.

16. BUSTEC 300 Keyboarding/Applications (1.00 - 3.00 units)

Justification: This BUSTEC course is being deleted as a result of information gathered during program review. The content from seven BUSTEC keyboarding courses and one BUSTEC 10-key course is being combined into one, variable-unit, course under the BUS designator.

17. BUSTEC 300.1 Keyboarding/Applications: Beginning (1.00 unit)

Justification: This BUSTEC course is being deleted as a result of information gathered during program review. The content from seven BUSTEC keyboarding courses and one BUSTEC 10-key course is being combined into one, variable-unit, course under the BUS designator.

18. BUSTEC 300.2 Keyboarding/Applications: Document Formatting (1.00 unit)

Justification: This BUSTEC course is being deleted as a result of information gathered during program review. The content from seven BUSTEC keyboarding courses and one BUSTEC 10-key course is being combined into one, variable-unit, course under the BUS designator.

19. BUSTEC 300.3 Keyboarding/Applications: Advanced Document Formatting (1.00 unit)

Justification: This BUSTEC course is being deleted as a result of information gathered during program review. The content from seven BUSTEC keyboarding courses and one BUSTEC 10-key course is being combined into one, variable-unit, course under the BUS designator.

20. BUSTEC 315 Records and Digital Information Management (3.00 units)

Justification: This BUSTEC course is being deleted as a result of enrollment and completion data gathered during program review.

21. CISC 90 Computer Skills for New Users (1.00 unit)

Justification: This course is no longer offered.

22. **FITNS 312 Aquatic Fitness (1.00 unit)**

Justification: This course is no longer being taught. FITNS 444 has replaced the course.

23. **FREN 101 Conversational French, Elementary (3.00 units)**

Justification: This course has not been taught in the last ten years. This request is being submitted as part of Program Review.

24. **FREN 102 Conversational French, Elementary (3.00 units)**

Justification: This course has not been taught within the last ten years. This request is being submitted as part of Program Review.

25. **FREN 111 Conversational French, Intermediate (3.00 units)**

Justification: This course has not been taught in ten years. This request is being submitted as part of Program Review.

26. **FREN 112 Conversational French, Intermediate (3.00 units)**

Justification: This course has not been offered in ten years. This is being submitted as part of Program Review.

27. **GEOG 330 Introduction to Geographic Information Systems (3.00 units)**

Justification: This course is being deleted as it has not been taught in the department for a number of years. The main reason for this is that GEOG 331 has supplanted this course and emerged statewide as the introductory geospatial technologies course. As a result we have focused on offering that course in lieu of this one.

28. **MUP 315 Orchestra (2.00 units)**

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

29. **MUP 370 Rehearsal and Performance - Musical Ensemble (0.50 - 3.00 units)**

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

30. **MUP 411 Woodwind Ensemble (1.00 - 2.00 units)**

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

31. **MUP 413 Percussion Ensemble (1.00 - 2.00 units)**

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

32. **MUP 415 String Ensemble (1.00 - 2.00 units)**

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

33. **MUP 417 Brass Ensemble (1.00 - 2.00 units)**

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

34. **TAFILM 308 An American Musical: Stage and Film (3.00 units)**

Justification: This course is being deleted as another identical course, TAFILM 320, currently exists.

35. **TAFILM 346 Introduction to DVD Production (3.00 units)**

Justification: DVD technology is no longer used in the video and film industry.

New to District Courses

American River College

1. **DCDT 180 Industrial Fabrication I (4.00 units)**

Prerequisite: None.

54.00 hours lecture, 54.00 hours laboratory

This course covers the various processes of welding in transportation and industrial repairs using metal inert gas (MIG) and tungsten inert gas (TIG). Topics include proper safety procedures pertaining to the fabrication of metallic and nonmetallic materials, metallic and nonmetallic fabrication techniques, and various metals and plastics used in fabrication.

Justification: This course is offered to meet the demand for skilled entry level fabrication technicians in the diesel industry. Entry level position opportunities include diesel fabrication, suspension, frame repair, sheet metal fabrication, and industrial refrigeration fabrication.

2. **DCDT 181 Industrial Fabrication II (4.00 units)**

Prerequisite: None.

54.00 hours lecture, 54.00 hours laboratory

This course covers fabrication which involves cutting, altering, and shaping steel or other materials through the use of different tools, techniques, and processes. Topics include hot-gas and airless fabrication techniques, vehicle frames in relation to fabrication, tack welding, and filler material.

Justification: This course is offered to meet the demand for skilled entry level fabrication technicians in the diesel industry. Entry level position opportunities include diesel fabrication, suspension, frame repair, sheet metal fabrication, and industrial refrigeration fabrication. It is also designed to adapt and upgrade the technician's fabrication skills to diesel industry standards.

3. **DCDT 200 Light Duty Diesel/Green Diesel Technology (4.00 units)**

Prerequisite: None.

54.00 hours lecture, 54.00 hours laboratory

This course introduces the diagnosis and repair of light duty diesel vehicles and covers the theory and operation of light duty diesel engines and their fuel delivery systems. Topics include diesel engine

characteristics, early mechanical fuel delivery systems, early cylinder head design, and early engine construction. It also covers how to prepare these engines for conversion to green technology, such as low sulfur fuel, biodiesel, and alternative fuels. This course along with DCDT 201 is applicable for the field technician seeking training for Automotive Service Excellence (ASE) A9 certification and preparation for green technologies.

Justification: This course provides opportunities to learn about light duty diesel-fueled vehicles and diesel technology, and it helps prepare students for a career in the automotive repair industry. This course, along with DCDT 201, prepares students for the Automotive Service Excellence (ASE) A9 certification.

4. DCDT 201 Advanced Light Duty Diesel/Green Diesel Technology (4.00 units)

Prerequisite: None.

54.00 hours lecture, 54.00 hours laboratory

This course focuses on late model turbocharged light duty diesel vehicles operating on low sulfur, biodiesel, or alternative fuels. Topics include computer controlled injection, emission control systems, sensors, actuators, computer modules, exhaust gas recirculation (EGR) systems, particulate traps, selective catalytic reduction (SCR) systems, and lean oxides of nitrogen (NO_x) traps. It covers diagnosis and repair of these systems using computer diagnostic equipment to meet state emission compliance. This course along with DCDT 200 is applicable for the field technician seeking training for Automotive Service Excellence (ASE) A9 certification and preparation for green technologies.

Justification: This course provides opportunities to learn about late model light duty diesel fueled vehicles and turbo diesel technology, and it will help prepare students for a career in the automotive repair industry. This course, along with DCDT 200, prepares students for the ASE A9 certification.

5. DCDT 281 Diesel Shop Operations (4.00 units)

Prerequisite: None.

72.00 hours lecture

This course introduces operations of dealerships, independent shops, and fleet shops. It emphasizes the various influences that affect the technician's position with the various operations. Topics include service, sales, parts, and financial operations. Customer Satisfaction Index (CSI) is also discussed. Field trips to local shops may be required.

Justification: This course is offered to meet the demand for skilled entry level technicians in the industry. It is also a part of several certificates.

6. **FASHN 390 Alteration Shop (3.00 units)**

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

18.00 hours lecture, 108.00 hours laboratory

This course focuses on the operation and management of ready-to-wear garment alterations shop. It includes the study of starting an alterations business, local and government business rules and regulations, workroom supplies and equipment, workflow and scheduling, customer service, advertising and promotions, sales and costing, and performing garment alterations. Field trips may be required.

Justification: This course develops skills to run an alteration business for ready-to-wear garments, which is a viable specialty market in the Sacramento region. This course provides real work environment where students learn all aspects of operating an alterations business. The course is part of the Apparel Construction certificate and is a major activity for the department's Strong Workforce Development grant.

7. **FFS 1516 National Incident Management System (NIMS) ICS All-Hazards Division/Group Supervisor (E960/S339) (0.75 units)**

Prerequisite: None.

Enrollment Limitation: Qualified as a Task Force Leader (TFLD) OR qualified as an Incident Commander Type 3 (ICT3) OR qualified as an Incident Commander Type 4 (ICT4) and in any two strike team leader positions (one must be STCR or STEN).

13.75 hours lecture, 6.25 hours laboratory

The purpose of this course is to provide local and State-level emergency responders with an overview of key duties and responsibilities of a Division/Group Supervisor type-III in a type-III All-Hazards Incident Management Team (AHIMT). Topics include overview of the Strike Team/Task Force Leader Positions, Division/Group management and personnel management, information gathering and briefings, and the role in the planning process. Pass/No Pass only.

Justification: This is a course requested by one of our contracting agencies.

8. **FIRE 1140 Chief Fire Officer 3A: Human Resources Management (1.00 unit)**

Prerequisite: None.

Enrollment Limitation: Meet the educational requirements for Company Officer, or seeking Fire Marshal Certification.

16.25 hours lecture, 9.75 hours laboratory

This course provides students with a basic knowledge of the human resources requirements related to the roles and responsibilities of a chief fire officer. Topics include developing plans for providing employee accommodation, developing hiring procedures, establishing personnel assignments, describing methods of facilitating and encouraging professional development, developing an ongoing education training program, developing promotion procedures, developing proposals for improving employee benefits, and developing a measurable accident and injury prevention program. Pass/No Pass only.

Justification: This is a course requested by one of our contracting agencies.

9. **FIRE 1141 Chief Fire Officer 3B: Budget and Fiscal Responsibilities (0.50 units)**

Prerequisite: None.

Enrollment Limitation: Meet the educational requirements for Company Officer.

9.50 hours lecture, 8.50 hours laboratory

This course provides students with a basic knowledge of the budgeting requirements related to the roles and responsibilities of a Chief Fire Officer. Topics include developing a budget management system, developing a division or departmental budget, and describing the process for ensuring competitive bidding. Pass/No Pass only.

Justification: This is a course requested by one of our contracting agencies.

10. **FIRE 1142 Chief Fire Officer 3C: General Administration Functions for Chief Fire Officers (0.75 units)**

Prerequisite: None.

Enrollment Limitation: Meet the educational requirements for Company Officer.

14.00 hours lecture, 10.00 hours laboratory

This course provides a basic knowledge of the administration requirements related to the roles and responsibilities of a Chief Fire Officer. Topics include directing a department record management system, analyzing and interpreting records and data, developing a model plan for continuous organizational improvement, developing a plan to facilitate approval, preparing community awareness programs, and evaluating the inspection program of the Agency Having Jurisdiction (AHJ). Pass/No Pass only.

Justification: This is a course requested by one of our contracting agencies.

11. **FIRE 1143 Chief Fire Officer 3D: Emergency Service Delivery Responsibilities (0.75 units)**

Prerequisite: None.

Enrollment Limitation: Meet the educational requirements for Company Officer.

12.50 hours lecture, 11.50 hours laboratory

This course provides basic knowledge of the emergency service requirements related to the roles and responsibilities of a Chief Fire Officer. Topics include developing a plan for the integration of fire services resources, developing an agency resource contingency plan, evaluating incident facilities, supervising multiple resources, developing and utilizing an incident action plan, obtaining incident information to facilitate transfer of command, developing and conducting a post-incident analysis, and maintaining incident records. Pass/No Pass only.

Justification: This is a course requested by one of our contracting agencies.

12. FIRE 1150 Executive Chief Fire Officer: Human Resource Management (1.00 unit)

Prerequisite: None.

Enrollment Limitation: Meet educational requirements for Chief Fire Officer

19.00 hours lecture, 9.00 hours laboratory

This course provides the skills and knowledge needed to perform his/her duties safely, effectively, and competently. Topics include selection and placement of human resources, development of a positive and participative member/management program, establishment and evaluation of a list of education and in-service training goals, appraisal of a member assistance program, and the evaluation of an incentive program to determine if the desired results are achieved. Pass/No Pass only.

Justification: This is a course requested by one of our contracting agencies.

13. FIRE 1151 Executive Chief Fire Officer: Community and Government Relations (0.25 units)

Prerequisite: None.

Enrollment Limitation: Meet educational requirements for Chief Fire Officer

6.50 hours lecture, 4.00 hours laboratory

This course introduces the skills and knowledge needed to perform his/her duties safely, effectively, and competently. Topics include assuming a leadership role in community events. Pass/No Pass only.

Justification: This is a course requested by one of our contracting agencies.

14. FIRE 1152 Executive Chief Fire Officer: Administration (1.25 units)

Prerequisite: None.

Enrollment Limitation: Meet educational requirements for Chief Fire Officer

21.50 hours lecture, 9.00 hours laboratory

This course introduces the skills and knowledge needed to perform one's duties safely, effectively, and competently. Topics include developing a comprehensive, long-range plan, evaluating and projecting training requirements, assessing facility and building needs, completing a written comprehensive risk, hazard, and value analysis, and developing a plan for a capital improvement project or program. Pass/No Pass only.

Justification: This is a course requested by one of our contracting agencies.

15. FIRE 1153 Executive Chief Fire Officer: Emergency Services Delivery (2.00 units)

Prerequisite: None.

Enrollment Limitation: Meet educational requirements for Chief Fire Officer

35.50 hours lecture, 3.00 hours laboratory

This course provides the skills and knowledge needed to perform his/her duties safely, effectively, and competently. Topics include developing a comprehensive disaster plan and a comprehensive plan for the organization to operate at a civil disturbance. Pass/No Pass only.

Justification: This is a course requested by one of our contracting agencies.

16. FIRE 1154 Executive Chief Fire Officer: Health and Safety (0.50 units)

Prerequisite: None.

Enrollment Limitation: Meet educational requirements for Chief Fire Officer

11.50 hours lecture, 3.00 hours laboratory

This course introduces the skills and knowledge needed to perform his/her duties safely, effectively, and competently. Topic include maintaining, developing, and providing leadership for a risk management program. Pass/No Pass only.

Justification: This is a course requested by one of our contracting agencies.

17. FIRE 1507 Firefighter II Academy (3.50 units)

Prerequisite: None.

Enrollment Limitation: To enroll in this course (FIRE 1507) the student must be an employee of a state or local fire agency and a Certified Fire Fighter I.

42.00 hours lecture, 70.00 hours laboratory

This course provides the skills and knowledge needed for the entry-level professional fire fighter to perform one's duties safely, effectively, and competently. Topics include fire department communications, fireground operations, rescue operations, and prevention, preparedness, and maintenance. Pass/No Pass only.

Justification: This is a course requested by one of our contracting agencies.

18. FIRE 1526 Fire Apparatus Driver/Operator - Aerial Apparatus (1.50 units)

Prerequisite: FIRE 1500 and 1520

Enrollment Limitation: Hold a valid Class C Firefighter Endorsed driver's license (minimum).

23.00 hours lecture, 17.00 hours laboratory

This course provides information on aerial apparatus preventive maintenance and operations. Topics include routine tests, inspections, and servicing functions on the systems and components unique to an aerial apparatus, maneuvering, positioning, and stabilizing an aerial apparatus; maneuvering, positioning, and lowering the aerial device; and deploying and operating an elevated master stream. Pass/No Pass only.

Justification: This is a course requested by one of our contracting agencies.

19. FIRE 1527 Fire Apparatus Driver/Operator - Tillered Apparatus (1.00 unit)

Prerequisite: FIRE 1500 and 1521

Enrollment Limitation: Hold a valid Class C Firefighter Endorsed driver's license (minimum).

13.00 hours lecture, 27.00 hours laboratory

This course provides information on operating a fire department aerial apparatus equipped with a tiller. Topics include practical driving exercises, and operating, positioning and stabilizing the apparatus from both the tractor and tiller positions. Pass/No Pass only.

Justification: This is a course requested by one of our contracting agencies.

20. FIRE 1528 Fire Apparatus Driver/Operator - Water Tender (0.75 units)

Prerequisite: FIRE 1500, 1520, and 1521

Enrollment Limitation: Hold a valid Class C Firefighter Endorsed driver's license (minimum).

7.50 hours lecture, 24.50 hours laboratory

This course provides information on water tender preventive maintenance and operations. Topics include routine tests, inspections, and servicing functions unique to a water tender, maneuvering and positioning a water tender at a water shuttle fill site and establishing, maneuvering, and positioning at a water shuttle dumpsite. Pass/No Pass only.

Justification: This is a course requested by one of our contracting agencies.

21. FIRE 1529 Fire Apparatus Driver/Operator - Wildland Fire Apparatus (0.50 units)

Prerequisite: FIRE 1500, 1520, and 1521

Enrollment Limitation: Hold a valid Class C Firefighter Endorsed driver's license (minimum).

5.00 hours lecture, 19.00 hours laboratory

This course provides information on preventive maintenance and operation of a wildland fire apparatus. Topics include routine tests, inspections, and servicing functions on the systems and components unique to wildland fire apparatus, and operating a wildland fire apparatus and producing an effective fire stream. Pass/No Pass only.

Justification: This is a course requested by one of our contracting agencies.

22. FIRE 1610 Hazardous Materials Technician: Module 1A: Basic Chemistry (2.00 units)

Prerequisite: FIRE 1600

40.00 hours lecture

This course provides the student with the most essential and basic aspects of chemistry and physics as they relate to successful hazardous materials incident management. Topics include basic terminology and theory of chemistry, overview of the identification and hazards of salts, hydrocarbons, and other non-salts and, most importantly, provides the student with the skills required to recognize the hazard and behavior

of a material given only its chemical identification or formula. It meets standards prescribed by the CA State Fire Marshal and Office of Emergency Services. Pass/No Pass only.

Justification: This is a course requested by one of our contracting agencies.

23. FIRE 1611 Hazardous Materials Technician: Module 1B: Applied Chemistry (1.25 units)

Prerequisite: FIRE 1610

20.25 hours lecture, 19.75 hours laboratory

This course provides the student with basic terminology and theory of chemistry as it relates to hazardous materials. Topics include chemical aspects of the hazard classes, toxicology, including hazard and risk assessment, function and use of detection instruments, monitoring hazardous atmospheres, and use of a field identification kit to identify unknown solids and liquids. It meets standards prescribed by the CA State Fire Marshal and Office of Emergency Services. Pass/No Pass only.

Justification: This is a course requested by one of our contracting agencies.

24. FIRE 1612 Hazardous Materials Technician: Module 1C: Incident Considerations (1.25 units)

Prerequisite: None.

18.50 hours lecture, 21.50 hours laboratory

This course provides the student with on-scene incident considerations. Topics include data research, meteorological considerations, protective actions, personal protective equipment, incident command aspects, site safety concepts, legislative and regulatory measures influencing emergency response, and contingency planning. It meets standards prescribed by the CA State Fire Marshal and Office of Emergency Services. Pass/No Pass only.

Justification: This is a course requested by one of our contracting agencies.

25. FIRE 1613 Hazardous Materials Technician: Module 1D: Tactical Field Operations (1.25 units)

Prerequisite: FIRE 1612

20.00 hours lecture, 20.00 hours laboratory

This course provides the student with experience in hazardous materials tactical field operations. Topics include confinement, control, hazmat triage and sabotage, performing in chemical protective clothing, preservation of evidence, decontamination, and emergency medical system considerations. It meets standards prescribed by the CA State Fire Marshal and Office of Emergency Services. Pass/No Pass only.

Justification: This is a course requested by one of our contracting agencies.

26. FIRE 1614 Hazardous Materials Specialist Module 1F: Special Mitigation Techniques (1.75 units)

Prerequisite: FIRE 1613

28.00 hours lecture, 12.00 hours laboratory

This course is an introduction to mitigation techniques. Topics include plugging, patching and repairing methods, advanced chemical field identification testing procedures, and fixed facility repair considerations. It is part one of a two part series (including FIRE 1615) leading to certification as a Hazardous Materials Specialist. It meets requirements of CA Code of Regulations Title 8, Section 519(q). Pass/No Pass only.

Justification: This is a course requested by one of our contracting agencies.

27. FIRE 1615 Hazardous Materials Specialist Module 1G: Advanced Field Operations (0.75 units)

Prerequisite: FIRE 1614

2.00 hours lecture, 38.00 hours laboratory

This course covers material presented in Hazardous Materials Courses 1A-1F in an environment of scenario based full scale exercises. Students are evaluated on their ability to perform and be certified as a member of a Hazardous Materials Team. Pass/No Pass only.

Justification: This is a course requested by one of our contracting agencies.

28. FIRE 1653 Instructor I: Instructional Methodology (1.25 units)

Prerequisite: None.

16.50 hours lecture, 23.50 hours laboratory

This course introduces the skills and knowledge needed for the entry-level professional instructor to perform his or her duties safely, effectively, and competently. At the end of this course, candidates for certification will be able to teach and deliver instruction from a prepared lesson plan utilizing instructional aids and evaluation instruments. The Instructor will also be able to adapt a lesson plan and complete the reporting requirements to the local jurisdiction. Topics include instructional development, instructional delivery, evaluation and testing, and program management. Pass/No Pass only.

Justification: This is a course requested by one of our contracting agencies.

29. FIRE 1654 Instructor II: Instructional Development (1.25 units)

Prerequisite: FIRE 1653 with a grade of "C" or better

14.25 hours lecture, 25.75 hours laboratory

This course introduces the skills and knowledge needed for the intermediate level professional instructor to perform his or her duties safely, effectively, and competently. Topics include developing lesson plans and evaluation instruments, teaching and delivering instruction, evaluating and coaching other instructors, analyzing resources, and formulating a program budget. Pass/No Pass only.

Justification: This is a course requested by one of our contracting agencies.

30. FIRE 1655 Instructor III: Instructional Program Management (1.50 units)

Prerequisite: FIRE 1653 and 1654 with grades of "C" or better

26.75 hours lecture, 9.25 hours laboratory

This course introduces information on planning, developing, and implementing comprehensive programs and curricula. Topics include instructional development, program management, program and instructor evaluation, and test reliability and validity. Pass/No Pass only.

Justification: This is a course requested by one of our contracting agencies.

31. FIRE 1674 Fire Investigator 1A: Basic Fire Investigation (1.75 units)

Prerequisite: FT 304 with a grade of "C" or better

Enrollment Limitation: On-line courses: Basic Electricity (CFITrainer.net), and Ethics and the Fire Investigator (CFITrainer.net)

29.00 hours lecture, 11.00 hours laboratory

This course provides information on securing the fire scene and determining the origin and cause of the fire. Topics include responsibilities of a fire investigator, securing the fire ground, conducting an exterior and interior survey, analyzing fire patterns, interpreting individual fire patterns, discriminating the effects of explosions, examining and removing fire debris, reconstructing the area of origin, inspecting the performance of building systems. Pass/No Pass only.

Justification: This is a course requested by one of our contracting agencies.

32. FIRE 1675 Fire Investigator 1B: Evidence and Documentation (1.50 units)

Prerequisite: FIRE 1674

Enrollment Limitation: On-line course: Introduction to Evidence (CFITrainer.net)

24.00 hours lecture, 10.00 hours laboratory

This course provides information on scene documentation and evidence collection/preservation. Topics include photographing the scene, diagramming the scene, constructing investigative notes, processing evidence and establishing chain of custody, processing victims and fatalities, selecting evidence for analysis, maintaining a chain of custody, preparing a fire investigation report, and disposing of evidence. Pass/No Pass only.

Justification: This is a course requested by one of our contracting agencies.

33. FIRE 1676 Fire Investigator 1C: Preparation for Legal Proceedings (1.25 units)

Prerequisite: FIRE 1674, FIRE 1675, and PSTC 1501

Enrollment Limitation: On-line course: Motive, Means, and Opportunity: Determining Responsibility in an Arson Case (CFITrainer.net)

19.00 hours lecture, 21.00 hours laboratory

This course provides information on legal considerations for a court proceeding. Topics include coordinating expert resources, formulating an opinion, presenting investigative findings, and testifying during legal proceedings. Pass/No Pass only.

Justification: This is a course requested by one of our contracting agencies.

34. FIRE 1769 Trench Rescue Technician (0.75 units)

Prerequisite: FIRE 1761

10.00 hours lecture, 14.00 hours laboratory

This course transitions students from classroom discussion to working safely and efficiently in a trench rescue environment. Topics include trench and excavation regulations, understanding soil, trench configurations, trench hazards, rescue team preparation, incident response, initial on-scene and pre-entry operations, shoring systems and components, installation of shoring systems, victim rescue and recovery, and incident termination. Pass/No Pass only.

Justification: This is a course requested by one of our contracting agencies.

35. FIRE 1806 Confined Space Rescue Technician (1.00 unit)

Prerequisite: FIRE 1804

11.00 hours lecture, 29.00 hours laboratory

This course is an intensive hands-on training program that will prepare students for confined-space emergencies. Topics include identifying confined spaces and permit-required confined spaces, the hazards associated with permit-required confined spaces, target industries and hazards, state and federal regulations, components of a rescue operation, and the roles and responsibilities of the rescue team. Pass/No Pass only.

Justification: This is a course requested by one of our contracting agencies.

36. FIRE 1884 Crew Boss (Single Resource) (Blended) (S-230) (0.25 units)

Prerequisite: FFS 1541 with a grade of "C" or better

Enrollment Limitation: To enroll in this course (FIRE 1884) the student must be an employee of a federal fire fighting agency, or a member of a state or local fire agency.

8.00 hours lecture

This course covers the performance of duties associated with the single resource boss position from initial dispatch through demobilization to the home unit. Topics include operational leadership, preparation and mobilization, assignment preparation, risk management, entrapment avoidance, safety and tactics, offline duties, demobilization, and post incident responsibilities. Pass/No Pass only.

Justification: This is a course requested by one of our contracting agencies.

37. FIRE 1885 Firing Operations (S-219) (1.00 unit)

Prerequisite: None.

Enrollment Limitation: To enroll in this course (FIRE 1885) the student must be an employee of a federal fire fighting agency, or a member of a state or local fire agency.

16.00 hours lecture, 8.00 hours laboratory

This course utilizes a blended approach to learning, incorporating a mix of online and instructor-led training (ILT). Students complete the online training portion of the course prior to taking the ILT. Topics include the roles and responsibilities of a Firing Boss (FIRB), outlines duties of other personnel who may engage firing operations, and illustrates common firing devices and techniques. Pass/No Pass only.

Justification: This is a course requested by one of our contracting agencies.

38. FIRE 1886 Engine Boss (Single Resource) (Blended) (S-231) (0.25 units)

Prerequisite: FIRE 1884

Enrollment Limitation: To enroll in this course (FIRE 1886) the student must be an employee of a federal fire fighting agency, or a member of a state or local fire agency.

3.50 hours lecture, 4.50 hours laboratory

This course is designed to produce student proficiency in the performance of the duties associated with Engine Boss, single resource (ENGB). Topics include engine and crew capabilities and limitations, information sources, fire size-up considerations, tactics, and wildland/urban interface. Pass/No Pass only.

Justification: This is a course requested by one of our contracting agencies.

39. FITNS 417 Taekwondo III (1.00 unit)

Prerequisite: None.

54.00 hours laboratory

This course provides instruction in advanced level of Taekwondo. A higher level of aerobic, anaerobic, and plyometric training drills are employed to increase student's strength, speed, agility, and competitiveness. It also introduces Kyupka (demonstration of power) and a higher level of poomsae. Sparring strategies, ring management, and other skills associated with being successful at this advanced level are taught. Field trips may be required.

Justification: FITNS 417 - Taekwondo III is the third class in a series of three Taekwondo classes. This course is needed for our students who want more instruction in Taekwondo than what is offered in the beginning and intermediate Taekwondo I, II courses. The topics for this course were part of FITNS 412,

Martial Arts; Taekwondo. FITNS 412 was originally written with beginning, intermediate, and advanced levels inside of one course. Now that the course cannot be repeated we are breaking FITNS 412 into three separate courses, FITNS 412 - Taekwondo I, FITNS 416 - Taekwondo II, and FITNS 417 - Taekwondo III.

40. **PREAP 112 Infrastructure Pre-Apprenticeship I (3.00 units)**

Prerequisite: None.

27.00 hours lecture, 81.00 hours laboratory

This course provides an introduction to infrastructure construction trades apprenticeships. It covers tools, and equipment used for building and maintaining the facilities and systems that create America's infrastructure. Topics also include OSHA/jobsite safety, the safe use of hand and power tools, applied construction math, and employability skills for apprenticeship. This course is not open to students who have completed PREAP 111. Field trips may be required.

Justification: This is one of two courses that are based on the original PREAP 111, the Infrastructure Pre-Apprenticeship course. The original course has been split into smaller unit courses to enhance student outcomes.

41. **PREAP 113 Infrastructure Pre-Apprenticeship II (3.00 units)**

Prerequisite: None.

27.00 hours lecture, 81.00 hours laboratory

This course provides an overview of the commercial and industrial construction trades with an emphasis on America's infrastructure. It covers materials and techniques that are used in the infrastructure trades to construct and maintain buildings and related facilities. Topics also include an introduction to construction drawings, material handling simulators, multi-craft skills, and California apprenticeship regulations. This course is not open to students who have completed PREAP 111. Field trips may be required.

Justification: This is one of two courses that are based on the original PREAP 111, the Infrastructure Pre-Apprenticeship course. The original course has been split into smaller unit courses to enhance student outcomes.

42. **PREAP 142 Green Technology Pre-Apprenticeship I (3.00 units)**

Prerequisite: None.

27.00 hours lecture, 81.00 hours laboratory

This course provides an introduction to Green Technology Pre-Apprenticeship. It covers tools, equipment, materials, and techniques used in the green fields such as electrical, plumbing, heating ventilation and air conditioning (HVAC), and carpentry. Topics include reducing consumer waste, water and other natural resources, recycling, renewable energy, and green building procedures and materials. Additional topics include construction drawings, safety training, construction math, and basic communication and employability skills. This course is not open to students who have completed PREAP 141. Field trips may be required.

Justification: As per the recommendation of the department, this is one of two smaller unit courses that are based on the original PREAP 141, the Green Technology Pre-Apprenticeship course. The original seven-unit course has been split into smaller unit courses to enhance student outcomes.

43. PREAP 143 Green Technology Pre-apprenticeship II (3.00 units)

Prerequisite: None.

27.00 hours lecture, 81.00 hours laboratory

This course provides an introduction to Green Technology Pre-Apprenticeship. It covers tools, equipment, materials, and techniques used in the green fields such as electrical, plumbing, heating ventilation and air conditioning (HVAC), and carpentry. Topics include commercial and industrial building energy efficiency, building codes, sustainability, distributed generation systems, utilities, and smart grids. Additional topics include safety training, and construction math. This course is not open to students who have completed PREAP 141. Field trips may be required.

Justification: As per the recommendation of the department, this is one of two smaller unit courses that are based on the original PREAP 141, the Green Technology Pre-Apprenticeship course. The original seven-unit course has been split into smaller unit courses to enhance student outcomes.

44. PSTC 1662 Radio Dispatch Academy (SPD) (2.50 units)

Prerequisite: PSTC 1660

33.00 hours lecture, 42.00 - 47.00 hours laboratory

This course increases the student's knowledge of radio procedures and technology, emergency dispatch, and telecommunications. Topics include radio equipment, radio codes, basic voice dispatch, special assistance commands, broadcast procedures, officer safety, and search patterns. Pass/No Pass only.

Justification: This proposal is submitted upon request of the Sacramento Police Department, a contracting agency. Formerly a PSTC 1999 Experimental Offering, this course meets the needs identified in the Public Safety Planning Document.

Cosumnes River College

1. KINES 308 Women in Sport (3.00 units)

Prerequisite: None.

54.00 hours lecture

This course examines the relationship between women and sport, primarily in the United States, from multiple perspectives. Consideration is given to the cultural, economic, educational, legal, physiological and social influences on women in sport. Situating the ever-evolving roles that women assume in sport within a historical context, emphasis is placed on using the past to advise the present and effect change in the future. The course covers four broad areas: women's sport in historical context; the benefits and risks of participating in sport and physical activity; women, sport and social location; and women in the sport industry.

Justification: This course will be an option for students to fulfill General Education requirements for the Kinesiology AA-Transfer degree.

2. **POLS 382 Statistics for Social Science (3.00 units)**

Prerequisite: MATH 120 or 125 with a grade of "C" or better, or equivalent skills demonstrated through the assessment process.

54.00 hours lecture

This course focuses upon the concepts and applications of descriptive and inferential statistics in political science and other social sciences. Topics include descriptive statistics, probability and sampling distributions, hypothesis testing, statistical inference, correlation and regression, chi-square, t-tests, and analysis of variance procedures. This course will analyze and interpret social science data sets using both hand computation and statistical software.

Justification: This course serves as a college-level transferable course and is a core course for political science. In addition to learning statistics, students will learn about the specific challenges of using and applying statistics in the social sciences.

Folsom Lake College

1. **MATHS 15 Support for Intermediate Algebra (3.00 units)**

Prerequisite: None.

Corequisite: MATH 120

54.00 hours lecture

This course provides intensive instruction and practice in the core mathematical skills, competencies, and concepts necessary for success in MATH 120, Intermediate Algebra. You must be enrolled in the corresponding section of Math 120 while taking this course. Topics and homework assignments are often connected to the students' assignments in MATH 120. This class is graded on a pass/no pass basis and does not meet math competency.

Justification: In efforts to meet compliance with AB-705, the FLC Mathematics Department is adopting several co-requisite support courses. The BSTEM pathway indicates that students are highly unlikely to succeed in the transfer level pathway without first completing Intermediate Algebra. This support course is to help students succeed in Intermediate Algebra. This class is graded pass/no pass and does not meet math competency.

2. **MATHS 46 Support for Calculus for Business and Economics (3.00 units)**

Prerequisite: None.

Corequisite: MATH 341

54.00 hours lecture

This course provides intensive instruction and practice in the core mathematical skills, competencies, and concepts necessary for success in Math 341, Calculus for Business and Economics. You must be enrolled

in the corresponding section of Math 341 while taking this course. Topics and homework assignments are often connected to the students' assignments in MATH 341. The course includes applications of the concepts and skills covered. This class is graded on a pass/no pass basis and does not meet math competency. A scientific calculator will be required for this course.

Justification: FLC will offer MATHS 46 as the co-requisite for students taking Math 341, Calculus for Business and Economics, which is a course that meets C-ID approval.

3. **MATHS 55 Support for Trigonometry with College Algebra (3.00 units)**

Prerequisite: None.

Corequisite: MATH 335

54.00 hours lecture

This course provides intensive instruction and practice in the core mathematical skills, competencies, and concepts necessary for success in MATH 335: Trigonometry with College Algebra. You must be enrolled in the corresponding section of Math 335 while taking this course. Topics and homework assignments are often connected to the students' assignments in MATH 335. The course includes applications of the concepts and skills covered. A scientific calculator is required for this course. See notes on the e-schedule for more information. This class is graded on a pass/no pass basis and does not meet math competency.

Justification: In efforts to meet compliance with AB-705, the FLC Mathematics Department is adopting several co-requisite support courses. This is the support course for Math 335, Trigonometry with College Algebra.

4. **PHYS 422 Electricity and Magnetism: Problem Solving (1.00 unit)**

Prerequisite: MATH 401 and PHYS 411 with grades of "C" or better

Corequisite: PHYS 421

18.00 hours lecture

This is a discussion and applications class devised to accompany PHYS 421. This class will meet one hour a week to specifically work on problems and problem solving methods for PHYS 421: Electricity and Magnetism.

Justification: PHYS 421 meets the transfer requirements for most students in physics, mathematics, chemistry, architecture, and engineering fields. PHYS 422 will be an optional problem solving class to help students learn to analyze and solve complete physics problems in electricity and magnetism. Taking this course along with PHYS 421 is very similar to taking PHYS 420 at SCC.

5. **PHYS 432 Heat, Waves, Light and Modern Physics: Problem Solving (1.00 unit)**

Prerequisite: MATH 401 and PHYS 411 with grades of "C" or better

Corequisite: PHYS 431

18.00 hours lecture

This is a discussion and application class devised to accompany PHYS 431. This class will meet one hour a week to specifically work on problems and problem solving methods for Heat, Waves, Light and Modern Physics.

Justification: PHYS 431 meets the transfer requirements for most students in physics, mathematics, chemistry, architecture, and engineering fields. PHYS 432 will be an optional problem solving class to help students learn to analyze and solve complete physics problems in waves, optics and modern physics.

6. SOC 498 Work Experience in Sociology (1.00 - 4.00 units)

Prerequisite: None.

Advisory: ENGWR 101 or ESLW 320

60.00 - 300.00 hours laboratory

This course provides students with opportunities to develop marketable skills in preparation for employment or advancement within the field of Sociology. Course content will include understanding the application of education to the workforce; completing required forms which document the student's progress and hours spent at the work site; and developing workplace skills and competencies. During the semester, the student is required to attend orientation. Students must complete 75 hours of related paid work experience, or 60 hours of related unpaid work experience, for one unit. An additional 75 hours of related paid work experience or 60 hours of related unpaid work experience is required for each additional unit. The course may be taken for a maximum of 16 units. Students should have access to a computer, the Internet, and some computer media such as a USB drive to store data files. Online students must have an email account. Only one Work Experience course may be taken per semester.

Justification: The Cooperative Work Experience Education and Internship program is a unique academic program in which the student, employer and college cooperate to combine study and practical work experience to develop a student's marketable skills and prepare her/him for a career.

7. SPORT 408 Intercollegiate Beach Volleyball (3.00 units)

Prerequisite: None.

Enrollment Limitation: Prior to enrollment, the student must be physically cleared through the Athletic Training Room with appropriate physical paperwork. The student must also be eligibility cleared through the Athletic Department with appropriate paperwork. Prior to enrollment, the student must demonstrate intercollegiate athletic skills as determined by a tryout conducted by the coaching staff.

162.00 hours laboratory

This course is an advanced beach volleyball team activity for female student athletes which provides an opportunity for competition against other community college teams. This course is designed to build student athletes' beach volleyball fundamentals and skills, review rules, and teach individual and/or team strategies appropriate to intercollegiate athletics competition. This course offers students the opportunity to train and develop necessary skills needed to compete in intercollegiate beach volleyball. This course may be taken four times for credit.

Justification: Intercollegiate beach volleyball is currently the fastest growing women's sport in the NCAA and the CCCAA. Beach volleyball was put on the NCAA emerging sport list in 2009 and held its inaugural championship as a National Collegiate sport in 2016. In 2018 there were 24 CCCAA beach

volleyball programs, 10 of those in Northern California, with several more expected to join throughout the state in Spring 2019.

8. **STAT 10 Support for Introduction to Probability and Statistics (2.00 units)**

Prerequisite: None.

Corequisite: STAT 300

36.00 hours lecture

This course provides intensive instruction and practice in the core mathematical skills, competencies, and concepts necessary for success in STAT 300, Introduction to Probability and Statistics. You must be enrolled in the corresponding section of STAT 300 while taking this course. Topics and homework assignments are often connected to the students' assignments in STAT 300. The course includes applications of the concepts and skills covered. Students will be expected to use technology for data analysis. Appropriate technology includes at least one of the following: TI-Graphing calculator, StatCrunch, Excel, SPSS or Minitab. See class notes in the e-schedule for more information. This class is graded on a pass/no pass basis and does not meet math competency.

Justification: In efforts to meet compliance with AB-705, the FLC Mathematics Department is adopting several co-requisite support courses. This is the support course for STAT 300.

9. **VITI 498 Work Experience in Viticulture (1.00 - 4.00 units)**

Prerequisite: None.

Advisory: ENGWR 101 or ESLW 320

Enrollment Limitation: Student must be in a paid or non-paid internship, volunteer opportunity, or job related to career interests.

60.00 - 300.00 hours laboratory

This course provides students with opportunities to develop marketable skills in preparation for employment or advancement within the field of Viticulture. Course content will include understanding the application of education to the workforce; completing required forms which document the student's progress and hours spent at the work site; and developing workplace skills and competencies. During the semester, the student is required to attend orientation. Students must complete 75 hours of related paid work experience, or 60 hours of related unpaid work experience, for one unit. An additional 75 hours of related paid work experience or 60 hours of related unpaid work experience is required for each additional unit. The course may be taken for a maximum of 16 units. Students should have access to a computer, the Internet, and some computer media such as a USB drive to store data files. Online students must have an email account. Only one Work Experience course may be taken per semester.

Justification: This offering complements the existing Work Experience offerings, and the proposed Viticulture degree program. The Cooperative Work Experience Education and Internship program is a unique academic program in which the student, employer and college cooperate to combine study and practical work experience to develop a student's marketable skills and prepare her/him for a career.

1. **ANTH 325 Archaeology of Mesoamerica (3.00 units)**

Prerequisite: None.

54.00 hours lecture

This course is a survey of the anthropology and archaeology of Mesoamerica. It includes an anthropological perspective of the characteristics of past and present Mesoamerican cultures, including languages, writing systems, mythological and religious traditions, social and political organization, gender roles, economic systems, agriculture and astronomy. The course reviews history from the pre-Columbian period through colonization and the current era, including contemporary ethnography and issues of representation. Students who took this course as ANTH 499 are not eligible to take this course.

Justification: This course expands the Anthropology department's offerings with a specialized course in Mesoamerica. It is a conversion of the previously offered ANTH 499: Mesoamerica and the Ancient Maya, and it provides a valuable way for students to become familiar with the rich history, cultural traditions, and achievements of Mesoamerica, as explored through the discipline of archaeology.

2. **BIOL 349 Applied Microbiology: Scientific Literacy through Practical Uses of Microbiology (3.00 units)**

Prerequisite: None.

Advisory: BIOL 308, BIOL 342, BIOL 402, BIOL 440, or CHEM 400 with a grade of "C" or better

54.00 hours lecture

In this course, the student will use applied microbiology as a means for learning scientific literacy. The student will learn microbiology fundamentals, including relevant genetics and biochemistry, as it is applied to a range of topics such as bioremediation, medicine and fuel production, and genetically modified organisms (GMOs). Most importantly, the student will learn how to connect ideas, evaluate scientific evidence, and think critically about controversial issues relevant to microbiology such as bioremediation, diminishing global food and fuel resources, and gene editing. This fast-paced course is intended for ambitious non-science majors who are interested in gaining scientific literacy by exploring the non-infectious-disease applications of microbiology, understanding the connection between science and the media, and how microbiology affects our everyday lives.

Justification: The primary goal of this course is to introduce community college students to core concepts of scientific literacy such as asking answerable questions, determining which evidence is relevant, and keeping an objective perspective even in controversial topics. This course will reinforce those concepts by using them to evaluate applied microbiology topics in mainstream news, such as gene editing (CRISPR) and GMOs. Thus, in addition to gaining scientific literacy, which would be useful in any employment field, the topics discussed and skills developed in this course would prepare SCC students especially well for further study in applied microbiology fields such as food science, environmental microbiology, and biomedical research.

3. **BUS 107 Keyboarding (1.00 - 3.00 units)**

Prerequisite: None.

54.00 - 162.00 hours laboratory

This course provides individualized, self-paced instruction of keyboarding skills. It is designed to help students learn to touch type and use the numeric keypad, while building speed and accuracy. Students may work independently in the computer lab during open lab hours and are awarded units based on successful completion of course learning outcomes. The first unit of credit is earned when the student demonstrates the ability to touch-type at least 33 words per minute, with no more than 5 errors. The second unit of credit is earned when the student demonstrates the ability to touch-type at least 38 words per minute, with no more than 5 errors. The third unit of credit is earned when the student demonstrates operation of a numeric keypad by touch at a rate of 8,000 or more keystrokes per hour with 98 percent accuracy. Students may enroll in this open-entry/open-exit course up to the eighth week of the semester and as space allows. This course is graded on a Pass/No Pass basis and may be taken for a maximum of three units.

Justification: The ability to touch type is a necessary skill for all students and an integral part of technology literacy. In this course students will learn correct finger placement and build speed for optimal typing accuracy. For some students, particularly those interested in accounting and finance, proficiency using the 10-key numeric pad is also an important skill. By combining the content from seven BUSTEC keyboarding courses and one BUSTEC 10-key course into one, variable-unit course under the BUS designator, this course creates a more defined and streamlined pathway for students.

4. **CHEM 333 The Science of Coffee (3.00 units)**

Prerequisite: None.

54.00 hours lecture

A non-mathematical introduction to the principles of scientific thinking that applies these principles to making the best cup of coffee. Students study the effects of several variables on roasting coffee beans and brewing coffee to see their effects on the taste of the coffee. This course may include an optional field trip.

Justification: This course provides the non-science students with an overview of basic scientific principles and their applications to an area of specific interest- making coffee.

5. **DHYG 297 Advanced Topics Seminar (1.00 unit)**

Prerequisite: None.

Enrollment Limitation: Possession of or in the process of obtaining a state license for Dentists, Dental Hygienists, or Dental Assistants

18.00 hours lecture

This course offers advanced topics in dental practice as part of a seminar course. Topics include nitrous oxide-oxygen sedation, oral pathology, advanced instrumentation, ergonomics, infection control, and California Dental Practice Act.

Justification: The Dental Hygiene Program is dedicated to promoting excellent dental education designed to impact the highest standards of oral health-care in the region. The goal of this course is to provide advanced topics in dentistry designed to improve the quality of Career Technical Education available to dental professionals.

6. **ECE 401 Field Experience in Inclusive Settings (1.00 unit)**

Prerequisite: ECE 300 and 312 with grades of "C" or better

Corequisite: ECE 400

Enrollment Limitation: Students must show evidence of a negative test or chest X-ray clearance for tuberculosis.

54.00 hours laboratory

This course provides experience working in a school environment with children and youth who have disabilities. It is designed as a laboratory for those who have completed or are concurrently enrolled in ECE 400. The course covers skills for students who want to be general educators, special educators, school and social service providers and/or community members, who are essential in providing inclusive/integrated environments for differently-abled children and youth. Environmental modifications including classroom, school, agency, and community settings are studied. Classroom modifications in curriculum, assessment, behavior management, and instructional methods are examined. This course meets the requirement for special education in inclusive settings.

Justification: This courses is being developed in collaboration with California State University Sacramento for an accelerated pathway to a Special Education Teaching Credential. Transfer students will be able to take this course at the Community College to be aligned with the sequence of the native CSUS students when they transfer.

7. **ENGWR 110 College Reading and Writing Skills (4.00 units)**

Prerequisite: None.

Corequisite: ENGLB 55

72.00 hours lecture

This pre-transfer-level course is designed to prepare students for success in ENGWR 300 and other courses that require writing. Students will read primarily transfer-level non-fiction texts of varying length, and write essays responding to and incorporating these readings. The course will focus on reading and writing fundamentals, such as active reading strategies, writing process, thesis development, paragraph structure, logical support, and sentence awareness. A half-unit Reading and Writing Lab (ENGLB 55) is also required to provide more individualized support.

Justification: This course is being designed to replace both ENGWR51 and ENGWR101 in the current SCC English Writing Sequence. ENGWR110 is a one-level-below transfer class targeting students whose high school GPAs, time away from formal education, or other learning or personal needs indicate that they would be highly unlikely to succeed in transfer-level composition without this preparatory course. The course emphasizes skill and confidence building in reading and writing and is designed to prepare students to move into transfer-level composition in their subsequent semester.

8. **ENTR 301 Accounting for Entrepreneurs (3.00 units)**

Prerequisite: None.

54.00 hours lecture

This course introduces accounting in a start-up organization and evaluates why it is important and how it is used by investors, creditors, and others to make business decisions. The course covers recording and reporting of business transactions with a focus on the financial statements and statement analysis. It includes how entrepreneurs use accounting information in decision-making, planning, and directing operations. The course will focus on performance analysis in start-up settings.

Justification: This course is being developed as part of the redesign of the entrepreneurship courses and will introduce students to the foundational concepts of entrepreneurship.

9. ENTR 350 Introduction to Entrepreneurship, Strategy, and Managing People (3.00 units)

Prerequisite: None.

54.00 hours lecture

This course introduces the foundational concepts of entrepreneurship. Students will explore the feasibility of a small business idea while writing an opportunity analysis, which is the first step toward development of a full business plan. This course also examines legal forms of ownership, development of a strong business strategy, and development of a plan for managing human resources in a small business.

Justification: This course is being developed as part of the redesign of the entrepreneurship courses and will introduce students to the foundational concepts of entrepreneurship.

10. ENTR 352 21st Century Skills & Professional Competencies for Entrepreneurs (3.00 units)

Prerequisite: None.

54.00 hours lecture

This course is designed to deliver the sought after workplace soft skills and professional competencies. Through curriculum, assessment, and digital badging resources, students will gain knowledge and insights necessary to develop the following workplace soft skills and competencies: adaptability, self-awareness, digital fluency, communication, collaboration, empathy, analysis, resiliency, an entrepreneurial mindset, and social/diversity awareness.

Justification: This course is part of the revision of entrepreneurial offerings in the Business Department.

11. ENTR 356 Bootstrap Marketing for Entrepreneurs (3.00 units)

Prerequisite: None.

54.00 hours lecture

This course is designed to introduce students to the unique challenges of marketing in start-up organizations and to provide tips and techniques for launching and promoting a new business. Students learn about the evolving practice of marketing and the potential for entrepreneurial thinking. A key component of this course is the development of a complete marketing plan for a new business venture.

Justification: This course is being developed as part of the redesign of the entrepreneurship course and will introduce students to marketing concepts and techniques for start-up organizations.

12. ENTR 358 Entrepreneurship Capstone (3.00 units)

Prerequisite: ENTR 301, 350, 352, and 356 with grades of "C" or better

Corequisite: Student may be concurrently enrolled in the above courses.

54.00 hours lecture

This course covers the various elements in starting and operating a small business. Students will learn about the components necessary to develop a business plan throughout the guided pathway; and from those components, launch, monitor, and adjust plans regarding the progress of a business operation.

Justification: As Sacramento grows there will be a larger need for entrepreneurs to open new businesses. This course has students launching a new business idea that can possibly create other jobs within the community.

13. FITNS 349 Spin Bike II (1.00 unit)

Prerequisite: None.

54.00 hours laboratory

Spin Bike II is specifically designed for students to continue to improve their cardiovascular and strength levels with low impact exercise on the joints. This course will include an increased level of intensity using cycling workouts based on extended timed workload and recovery periods. Resistance training and core workouts are used off the bike for a total body workout.

Justification: Spin Bike II is a second-level fitness course that involves higher intensity training on the bike. Spin Bike I is a very popular type of fitness and students would benefit from a second-level offering.

14. FITNS 407 Intermediate Walking Fitness (1.00 unit)

Prerequisite: None.

54.00 hours laboratory

This physical education course is designed to promote a student's level of fitness, physical appearance, and well being. This course will concentrate on techniques, cardiovascular endurance, muscle strengthening, and flexibility utilizing walking as an activity. Walking workouts use on- and off-campus routes. Students will be advised to have proper walking shoes or running shoes.

Justification: The Physical Education Division's unit plan includes a variety of course offerings. Walking is one of the physical education activity course offerings and provides an opportunity to develop knowledge and skills needed for lifelong activity in walking for fitness.

15. FLTEC 311 Aerial Photography-Remote System (3.00 units)

Prerequisite: PHOTO 302 and 312 with grades of "C" or better; equivalent or technical competency determined by a photography department faculty member upon evaluation of photography portfolio.

Enrollment Limitation: Students must hold a current FAA Remote Pilot-Small Unmanned Aircraft Systems certificate to participate in class.

36.00 hours lecture, 54.00 hours laboratory

This course will prepare and train students in the latest aerial data capture and imaging techniques used commercially with remote drone pilots. The course is designed for those already certified by the FAA (Remote Pilot - Small UAS under 14 CFR Part 107) and pursuing competent skills in both navigating while simultaneously capturing and imaging destinations and activities specific to their industry. Topics include individual or team flight capture and imaging techniques, video vs. still capture compositions, effective gimbal operation and dynamic preprogrammed flight capture. The course will also train students to edit and merge content for presentation in person and on the Internet. Credit may be earned for either PHOTO 341 or FLTEC 311 but not for both.

Justification: This course is part of the Remote Pilot - Unmanned Aircraft Systems certificate program. The course provides students with an opportunity to apply remote piloting skills in the use of the most basic sensor available for these platforms; the camera. Proficiency in remote platform camera usage, with its immediate visual feedback, will help students prepare for using more advanced sensors such as LIDAR, or camera use in more demanding applications such as photogrammetry.

16. GLST 301 Introduction to Global Studies (3.00 units)

Prerequisite: None.

Advisory: ENGWR 300 or ESLW 340 with a grade of "C" or better

54.00 hours lecture

This course is an introduction to the interdisciplinary field of Global Studies. Students will look at globalization through the lenses of history, economics, political science, geography, environment, and culture. They will understand the history and key features of the pro and anti-globalization debates, and will follow how popular struggles for social justice have shaped, and resisted, the global order.

Justification: This is a course that introduces students to Global Studies through a variety of primarily social science disciplines, including history, political science, geography, cultural, and economics. This course enables students to understand globalization and global relations and forces that impact their lives, and to understand how their actions and choices impact the world. This course satisfies the UC and CSU general education curriculum requirements and is one of the core courses in the Global Studies AA-T degree.

17. GLST 302 Global Issues (3.00 units)

Prerequisite: None.

Advisory: ENGWR 300 or ESLW 340 with a grade of "C" or better

54.00 hours lecture

This course introduces students to the origins, current status, and future trends of major transnational issues confronting the global community. Topics include population trends, economic development and inequality, basic human needs (for food, water, health care), human rights, international conflict and security concerns, military actions, competition over resources, movements for independence and social justice, and environmental problems. The course also focuses on global governance, including the study of collective global responsibilities towards a just global order, with emphasis on the social justice struggles of economic, ethnic, racial, and national groups challenged by regional or global powers.

Justification: This course will introduce students to major global political, environmental, economic, and cultural issues, their root causes, their impacts, and possible solutions, within a multidisciplinary framework. It will increase the capacity of students to engage as global citizens through an understanding of the interconnections that are a feature of globalization. This course satisfies the UC and CSU general education curriculum requirements and is one of the core courses in the Global Studies AA-T degree.

18. LIBT 342 Libraries in Correctional Settings (3.00 units)

Prerequisite: None.

Advisory: ENGRD 310 (Prose Analysis and Interpretation) and ENGWR 101 (College Writing); or ESLR 320 (Intermediate High Reading) and ESLW 320 (Advanced-Low Writing) with grades of "C" or better; or placement through the assessment process. Successful completion of CISC 300 or basic familiarity with computers is recommended for this course.

54.00 hours lecture

This course is designed to provide students with an overview of the main skills, requirements, and knowledge expected of staff members working in correctional libraries. Topics include the history and current state of correctional libraries, collection development and management, library staffing in correctional settings, literacy improvement opportunities, and legal issues.

Justification: There are well over 40 libraries in correctional facilities throughout California. Prison library jobs often go unfilled, or are filled by personnel who have no library training. This course has been created to provide staff members in those library settings the background information, knowledge, and technical skills they will need in order to effectively run a library in any correctional setting. This course could be crosslisted with Administration of Justice courses. It will only be offered online.

19. MAKR 201 Introduction to App Development with Swift (3.00 units)

Prerequisite: None.

45.00 hours lecture, 27.00 hours laboratory

This course introduces the fundamental concepts of app development and programming. Topics include design thinking, data types, control structures, functions, arrays, and the mechanics of running, testing, and debugging. Students who have taken this course as MAKR 299 are not eligible to enroll in this course.

Justification: This course introduces the fundamental concepts of app development and programming.

20. MAKR 202 App Development with Swift (3.00 units)

Prerequisite: MAKR 201 with a grade of "C" or better; or equivalent (e.g. CISP 301).

45.00 hours lecture, 27.00 hours laboratory

This course delves deeper into app development and programming and introduces the fundamental concepts of structured and object-oriented programming. Topics include user interface design, control flow, variable scope, and using arrays to display data. Students who have taken this course as MAKR 299 are not eligible to enroll in this course.

Justification: This course introduces the fundamental concepts of structured programming, delves into app development, and programming.

21. MAKR 203 Advanced App Development with Swift (3.00 units)

Prerequisite: MAKR 202 with a grade of "C" or better

45.00 hours lecture, 27.00 hours laboratory

This course focuses on Advanced App Development. Topics include complex user input, animations, interfacing with the web, and the design cycle. Students will apply techniques for testing and debugging software.

Justification: This course introduces the fundamental concepts of structured programming, delves into advanced app development, and programming.

22. MATH 109 Fundamentals of Algebra for Liberal Arts Mathematics and Statistics (4.00 units)

Prerequisite: MATH 34 with a grade of "C" or better, or placement through the assessment process.

72.00 hours lecture

This course consists of elements of beginning and intermediate algebra needed for STAT 300, MATH 300, or MATH 310. Topics include modeling using expressions, equations, functions, and graphs; polynomial inequalities. Note: This course is not intended for students pursuing business or STEM majors and who plan to take courses in science, computer information science, engineering, mathematics, physics, chemistry, business or economics.

Justification: MATH 109 is the first semester of a two-semester path through transfer-level general education mathematics and statistics for students majoring in fields other than STEM or Business; it will serve as an alternative prerequisite to MATH 300, MATH 310, and STAT 300.

23. MATHS 110 Support for Mathematical Discovery (2.00 units)

Prerequisite: None.

Corequisite: MATH 310

36.00 hours lecture

This course provides intensive instruction and practice in the core mathematical skills, competencies, and concepts necessary for success in Mathematical Discovery (MATH 310). Topics and homework assignments are often connected to the students' assignments in MATH 310. This course is graded as Pass/No Pass.

Justification: SCC will offer MATHS 110 as the corequisite for students to take with MATH 310 to complete transfer-level mathematics in one semester.

24. MATHS 140 Support for Calculus for Business and Economics (3.00 units)

Prerequisite: None.

Corequisite: MATH 340

54.00 hours lecture

This course provides intensive instruction and practice in the core mathematical skills, competencies, and concepts necessary for success in Calculus for Business and Economics (MATH 340). Topics and homework assignments are often connected to the students' assignments in MATH 340. The course includes applications of the concepts and skills covered. This course is graded as Pass/No Pass. Students who have taken this course as MATHS 299 are not eligible to take this course.

Justification: SCC will offer MATHS 140 as the corequisite for students to take with MATH 340 to complete transfer-level mathematics in one semester.

25. MUSM 361 Advanced Studio Sessions (3.00 units)

Prerequisite: MUSM 350 with a grade of "C" or better

36.00 hours lecture, 54.00 hours laboratory

This course focuses on expanding the skills mastered in MUSM 350 by offering studio recording sessions that are entirely student planned, organized, and completed. Students plan, organize, record, edit, mix, and master complex studio projects on either analog tape or Pro Tools HDX.

Justification: One of the greatest challenges for student success in mastering audio production skills is based on the amount of time each student can experience at the controls of the equipment. This course allows not only crucial extended "hands on" time, but also goes deeper into the subject areas and skills. It also requires the student to take a greater responsibility for the planning and execution of the projects. This will offer better preparation for the work environment.

26. PHOTO 341 Aerial Photography-Remote System (3.00 units)

Prerequisite: PHOTO 302 and 312 with grades of "C" or better; equivalent or technical competency determined by a photography department faculty member upon evaluation of photography portfolio.

Enrollment Limitation: Students must hold a current FAA Remote Pilot-Small Unmanned Aircraft Systems certificate to participate in class.

36.00 hours lecture, 54.00 hours laboratory

This course will prepare and train students in the latest aerial data capture and imaging techniques used commercially with remote drone pilots. The course is designed for those already certified by the FAA (Remote Pilot - Small UAS under 14 CFR Part 107) and pursuing competent skills in both navigating while simultaneously capturing and imaging destinations and activities specific to their industry. Topics include individual or team flight capture and imaging techniques, video vs. still capture compositions, effective gimbal operation and dynamic preprogrammed flight capture. The course will also train students

to edit and merge content for presentation in person and on the Internet. Credit may be earned for either PHOTO 341 or FLTEC 311 but not for both.

Justification: This course is part of the Remote Pilot - Unmanned Aircraft Systems certificate program. The course provides students with an opportunity to apply remote piloting skills in the use of the most basic sensor available for these platforms; the camera. Proficiency in remote platform camera usage, with its immediate visual feedback, will help students prepare for using more advanced sensors such as LIDAR, or camera use in more demanding applications such as photogrammetry.

27. STAT 100 Pre-Statistics (4.00 units)

Prerequisite: MATH 34 with a grade of "C" or better, or placement through the assessment process.

72.00 hours lecture

This course prepares students for transfer-level Statistics. Topics include ratios, rates, and proportional reasoning; arithmetic with fractions, decimals and percents; evaluating expressions, solving equations, and analyzing formulas to understand statistical measures; use of linear and exponential functions to model bivariate data; graphical and numerical descriptive statistics for quantitative and categorical data. Note: This course is not intended for students who plan to take courses in science, computer information science, engineering, mathematics, physics, chemistry, or business and economics.

Justification: STAT 100 is the first semester of a two-semester path through transfer-level general education statistics for students majoring in fields other than STEM or Business; it will serve as an alternative prerequisite to STAT 300.

28. STAT 110 Support for Introduction to Probability and Statistics (2.00 units)

Prerequisite: None.

Corequisite: STAT 300

36.00 hours lecture

This course provides intensive instruction and practice in the core mathematical skills, competencies, and concepts necessary for success in Introduction to Probability and Statistics (STAT 300). Topics and homework assignments are often connected to the students' assignments in STAT 300. The course includes applications of the concepts and skills covered. This course is graded as Pass/No Pass. Students who have taken this course as MATH 299 are not eligible to take this course.

Justification: SCC will offer STAT 110 as the corequisite for students to take with STAT 300 to complete transfer-level statistics in one semester.

PROGRAM PROPOSALS

Program Deletion(s)

Folsom Lake College

1. **Business, Office Technician**

Justification: This program is being replaced with the Business Information Worker Certificate program.

2. **Computer Programmer-SQL**

Justification: This program no longer meets student needs. The department is exploring other areas with stronger industry demand.

3. **Database Analyst-SQL**

Justification: This program no longer meets student needs. The department is exploring other areas with stronger industry demand.

Sacramento City College

1. **Office Administration, Business Operations and Management Technology, Level C**

Justification: This program is being deleted as a result of enrollment and completion data gathered during program review. The Office Administration programs are redundant with the more recently developed Business Information Worker Program. Students who wish to pursue work in an office setting will be directed to the Business Information Worker program.

2. **Office Administration, Clerical General Office, Level A**

Justification: This program is being deleted as a result of enrollment and completion data gathered during program review. The Office Administration programs are redundant with the more recently developed Business Information Worker Program. Students who wish to pursue work in an office setting will be directed to the Business Information Worker program.

3. **Office Administration, Computer Keyboarding & Office Applications**

Justification: This program is being deleted as a result of enrollment and completion data gathered during program review. The Office Administration programs are redundant with the more recently developed Business Information Worker Program. Students who wish to pursue work in an office setting will be directed to the Business Information Worker program.

4. **Office Administration, Introduction to Computerized Office Technologies, Level B**

Justification: This program is being deleted as a result of enrollment and completion data gathered during program review. The Office Administration programs are redundant with the more recently developed Business Information Worker Program. Students who wish to pursue work in an office setting will be directed to the Business Information Worker program.

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

Justification: This program is being deleted as a result of enrollment and completion data gathered during program review. The Office Administration programs are redundant with the more recently developed Business Information Worker Program. Students who wish to pursue work in an office setting will be directed to the Business Information Worker program.

6. **Small Business Management**

Justification: As a result of program review the Business Department is revising its entrepreneurship offerings. The Small Business Management AS degree is being deleted as part of this revision.

7. **Small Business Management**

Justification: As a result of program review the Business Department is revising its entrepreneurship offerings. The Small Business Management Certificate will be replaced with the proposed Entrepreneurship Certificate.

New Programs

Folsom Lake College

1. **Metal Design**

This certificate provides theoretical foundation and practical experience for students interested in gaining knowledge in metal arts. Topics include the basic and intermediate skills needed for a strong foundation in the area of metal arts.

Justification: The jewelry/metal arts industry has strong need for employees having technical training. The certificate was developed after student surveys showed student demand. The metal arts certificate has been part of the department's ADP for several years as a new certificate. Since the department has developed a new course in metal design, the certificate is now completed.

Sacramento City College

1. **Global Studies**

This degree provides a multidisciplinary understanding of global issues and the impact of globalization on people, states, and economies around the world. It covers trade, culture, politics, economic development, military interventions, conflict, relations between states, and environmental impacts. The Associate in Arts in Global Studies for Transfer (AA-T) degree provides students with a major that fulfills the general requirements of the California State University for transfer. Students with this degree will receive priority admission with junior status to the California State University system. The Associate Degree for Transfer (ADT) student completion requirements (as stated in SB1440 law): (1) Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following: (a) The intersegmental GE Transfer Curriculum (IGETC) or the California State University GE-Breadth Requirements (CSU GE-Breadth). (b) A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district. (2) Obtainment of a minimum grade point average of 2.0. ADTs also require that students must earn a "C" or better in all courses required for the major or area of emphasis. Completing the Associate in Arts in Global Studies will prepare students to apply a global understanding to careers in trade, law, diplomacy, food production, education, human rights, development, relief, and marketing. Students completing this degree will be able to continue their studies in any of the above listed areas and to apply a global perspective to any field of study or work.

Justification: This program aligns with statewide strategies of SB 1440 to create transfer degree pathways for students to transfer to the California State Universities in Global or International Studies.

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 12, 2018

SUBJECT:	Resolution No. 2018-11: CA Department of Education Funding Due to CDC Closures	ATTACHMENT: Yes	
		ENCLOSURE: None	
AGENDA ITEM:	Consent Item D	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	<i>Theresa Matista</i> Theresa Matista, Deputy Chancellor	CONSENT/ROUTINE	X
		FIRST READING	
APPROVED FOR CONSIDERATION:	<i>Brian King</i> Brian King, Chancellor	ACTION	
		INFORMATION	

BACKGROUND:

Per California Education Code Section 8271, in the event that operating agencies are unable to operate due to circumstances beyond the control of the operating agency, including fires, such programs shall not be penalized for incurred program expenses nor in subsequent annual budget allocations. The District’s childcare contracts require 179 minimum operating days. The District’s Child Development Centers (CDC) were closed due to the hazardous air quality due to the Butte County Camp Fire on the following dates: 11/15, 11/16, 11/19, 11/20, 11/21.

STATUS:

During the five days listed above, the CDC’s were closed reducing the available operating days from 179 days to 174 days. Students and children were not in attendance and regular staff remained in full-pay status.

RECOMMENDATION:

It is recommended that the Board of Trustees adopt Resolution No. 2018-11 to affirm the closure and request relief due to the lost revenue for the five days the CDC’s were closed due to the Camp Fire in Butte County, CA.



LOS RIOS COMMUNITY COLLEGE DISTRICT

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

RESOLUTION

No 2018-11

Reduced Days of Operation for the CDC Due to Emergency Conditions

WHEREAS, the District's Child Development Centers (CDC) general childcare and state preschool programs were scheduled to operate 179 days in fiscal year 2018-2019; and

WHEREAS, American River College, Cosumnes River College and Sacramento City College childcare centers closed due to the hazard posed to the health and safety of the children and staff. All centers closed during the following days: 11/15, 11/16, 11/19, 11/20 and 11/21; and

WHEREAS, the General Childcare (CCTR) and California State Preschool (CSPP) programs were not able to operate for five of the 179 scheduled operating days. The reported daily attendance for the week prior, 11/5 – 11/9 is as follows:

Certified: CSPP FT – 433, CSPP PT – 215, CCTR FT – 112, CCTR PT - 55

Non-certified: CSPP FT – 13, CSPP – PT 17

WHEREAS, the California Department of Education and California Education Code (EC) Section 8271 and Management Bulletin 10-09 provides against loss of funds due to circumstances beyond control of contractor.

BE IT RESOLVED, it is in the best interest of the District that the Board of Trustees affirms the loss of five operating days: 11/15, 11/16, 11/19, 11/20, 11/21 due to the Butte County Camp Fire hazardous air quality conditions and the closure of Los Rios Community College District Childcare Centers and requests provision for the loss of funds per California Education Code Section 8271.

PASSED AND ADOPTED as Los Rios Community College District Resolution No. 2018-11 this twelfth day of December, 2018, by the following called vote:

AYES:	NAYES:	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: December 12, 2018

SUBJECT:	Resolution 2018-12: Schools Excess Liability Fund	ATTACHMENT: Yes	
		ENCLOSURE: None	
AGENDA ITEM:	Consent Item E	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	<i>Theresa Matista</i> Theresa Matista, Deputy Chancellor	CONSENT/ROUTINE	X
		FIRST READING	
APPROVED FOR CONSIDERATION:	<i>Brian King</i> Brian King, Chancellor	ACTION	
		INFORMATION	

BACKGROUND:

The Schools Excess Liability Fund (SELF) joint powers authority (JPA) has been providing excess risk pooling for public education agencies in California since 1986, and the District has been a member since its inception. Although the District has been satisfied with SELF’s services, as a best business practice, the District reviewed other similar excess insurance JPAs to compare costs, services, quality, and compatibility with our current primary insurance JPA for property and liability claims.

STATUS:

The only other excess risk pooling JPA that services public education entities in California is the Schools Association For Excess Risk (SAFER) JPA. In March 2017 the District switched its main property and liability insurance coverage from the Alliance of Schools for Cooperative Insurance Programs (ASCIP) to the Statewide Association of Community Colleges (SWACC). While the levels of insurance and the associated costs are generally the same between SELF and SAFER, most schools and community colleges that have their primary insurance with SWACC have their excess insurance with SAFER. SWACC and SAFER are administered by the same parent company, Keenan & Associates.

This alignment with SWACC and SAFER improves training and support because they are a group of insurance programs solely focused on community colleges in California. In addition, since the District has switched to SWACC, it has been increasingly involved in the decision making within that organization, including having a seat on SWACC’s board of directors, as well as having staff participate on various subcommittees. Further, the District utilizes Keenan & Associates’ SafeColleges online training program and staff attend in person trainings throughout the year hosted by Keenan & Associates. By changing to SAFER, the District will more efficiently utilize its human resources by focusing on one group of insurance programs, which the District is already heavily involved in and utilize.

RECOMMENDATION:

It is recommended that the Board of Trustees authorizes staff to terminate the District’s participation in SELF for its excess liability coverage and negotiate to move this coverage to SAFER and adopt the attached Resolution No. 2018-12 authorizing these actions.



LOS RIOS COMMUNITY COLLEGE DISTRICT

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

RESOLUTION

№ 2018-12

Schools Excess Liability Fund (SELF)

WHEREAS, the Los Rios Community College District has been a member of the Schools Excess Liability Fund (SELF) Joint Powers Authority (JPA) for excess liability insurance coverage; and

WHEREAS, although the District has been satisfied with SELF’s services, as a best business practice, the District reviewed other similar insurance JPAs to compare costs and services; and

WHEREAS, that review concluded that the District should transfer its excess liability coverage to the Schools Association For Excess Risk (SAFER): Now, therefore,

BE IT RESOLVED, that the Los Rios Community College District Board of Trustees hereby notifies the Schools Excess Liability Fund Joint Powers Authority of its intent to withdraw from that Joint Powers Authority effective July 1, 2019 and authorizes staff to take such further action as necessary.

PASSED AND ADOPTED as Los Rios Community College District Resolution № 2018-12 this twelfth day of December, 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: December 12, 2018

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

BACKGROUND:

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

STATUS:

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

RECOMMENDATION:

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

**Los Rios Community College District
District Office**

Fiscal Year Documents Originated	Department	Box #	Documents	Fiscal Year Eligible for Destruction
2005-2006	BSA - Analyst	3177	COPFD, RTBFD, TRANS, Cash Flow, Retro, Audit File	2018-2019
2004-2007	BSA - Analyst	3175	Parking Citations	2018-2019
2004-2005	BSA - Analyst	3176	COPFD, RTBFD, TRANS, Cash Flow, Retro, Audit File	2018-2019
2003-2004	BSA - Analyst	3176	COPFD, RTBFD, TRANS, Cash Flow, Retro, Audit File	2018-2019
2002-2003	BSA - Analyst	2577	311Q & Parking Citations	2018-2019
2001-2003	BSA - Analyst	2577	311Q & Parking Citations	2018-2019
1999-2005	BSA - Analyst	3173	Guideline Reports	2018-2019
1999-2002	BSA - Analyst	3176	Investment Reports	2018-2019
1998-2005	BSA - Analyst	3177	College Discretionary Funds	2018-2019
1998-1999	BSA - Analyst	3174	Accrual Report	2018-2019
1995-2000	BSA - Analyst	2577	311Q	2018-2019
1993-2002	BSA - Analyst	3177	Standard Benefit Rates	2018-2019
1992-1997	BSA - Analyst	3174	Guideline Reports	2018-2019
1991-2000	BSA - Analyst	3177	Nonresident Tuition	2018-2019
1985-2002	BSA - Analyst	3177	Lottery Revenue	2018-2019
1999-2001	VC - Finance & Admin	2122	Partnership for Excellence	2009-2010
1999-2000	VC - Finance & Admin	2122	Program Development Fund	2009-2010
1998-1999	VC - Finance & Admin	2122	Collective Bargaining All Units	2009-2010
1996-1998	VC - Finance & Admin	2122	Collective Bargaining Workpapers	2009-2010
1993-1996	VC - Finance & Admin	2122	Collective Bargaining SEIU, LRCEA, LRCFT Negotiations	2009-2010
1991-1992	VC - Finance & Admin	2122	Collective Bargaining LRSA Job Discriptions/ Proposals	2009-2010
1989-1990	VC - Finance & Admin	2122	Trustee Compensation	2009-2010
2015-2016	Grants & Contracts	4151	Grant documents	2018-2019
2015-2016	Grants & Contracts	4152	Grant documents	2018-2019
2015-2016	Grants & Contracts	3953	Grant documents	2018-2019
2015-2016	Grants & Contracts	3952	Grant documents	2018-2019

**Los Rios Community College District
District Office**

Fiscal Year Documents Originated	Department	Box #	Documents	Fiscal Year Eligible for Destruction
2014-2015	Grants & Contracts	3964	Grant documents	2017-2018
2014-2015	Grants & Contracts	3699	Grant documents	2017-2018
2014-2015	Grants & Contracts	3698	Grant documents	2017-2018
2014-2015	Grants & Contracts	3435	Grant documents	2017-2018
2013-2014	Grants & Contracts	3629	Grant documents	2016-2017
2012-2013	Grants & Contracts	3369	Grant documents	2015-2016
2012-2013	Grants & Contracts	3603	Grant documents	2015-2016
2004-2005	General Counsel	2904	Cabling Concepts	2007-2008
2004-2005	General Counsel	2904	Age Discrimination	2007-2008
2004-2005	General Counsel	2904	CCC Statewide Distance Education	2007-2008
2003-2004	General Counsel	2904	General-Licenses/Memberships State Bar	2006-2007
2003-2004	General Counsel	2904	JPA Public Safety	2006-2007
2003-2004	General Counsel	2905	General Counsel	2006-2007
2002-2004	General Counsel	2905	Workers Comp Items	2005-2007
2002-2003	General Counsel	2904	Legislative Correspondence	2005-2006
2002-2003	General Counsel	2904	Midyear Cuts	2005-2006
2002-2003	General Counsel	2904	Resolutions	2005-2006
2002-2003	General Counsel	2905	Miscellaneous Claims	2005-2006
2002-2003	General Counsel	2905	Smoking Regulation	2005-2006
2002-2003	General Counsel	2904	State Budget	2005-2006
2001-2002	General Counsel	2904	Redevelopment	2004-2005
2000-2003	General Counsel	2905	Policies	2003-2006
2000-2002	General Counsel	2904	Legislative Bills	2003-2005
2000-2001	General Counsel	2904	Redistricting-General	2003-2004
2000-2001	General Counsel	2904	Proposition 39	2003-2004
1999-2000	General Counsel	2905	SETA	2002-2003
1999-2000	General Counsel	2905	Sierra College	2002-2003
1999-2000	General Counsel	2904	Assembly Bills	2002-2003
1999-2000	General Counsel	2904	Propositions	2002-2003
1999-2000	General Counsel	2904	Senate Bills	2002-2003
1999-2000	General Counsel	2905	ARC General Correspondence	2002-2003
1999-2000	General Counsel	2905	Budget Issues	2002-2003
1998-2005	General Counsel	2904	Subpoena Requests	2001-2008
1998-1999	General Counsel	2905	Balderidge Award	2001-2002
1998-1999	General Counsel	2905	Pacesetter Awards	2001-2002
1998-1999	General Counsel	2904	State Water Works	2001-2002

**Los Rios Community College District
District Office**

Fiscal Year Documents Originated	Department	Box #	Documents	Fiscal Year Eligible for Destruction
1997-1999	General Counsel	2905	Buzzeo	2000-2002
1997-1998	General Counsel	2905	SCC Mitigated Negative Declaration	2000-2001
1997-1998	General Counsel	2904	Legislation-Field Act	2000-2001
1996-1998	General Counsel	2905	PDF Funds	1999-2001
1996-1998	General Counsel	2905	Trustee Elections	1999-2001
1996-1997	General Counsel	2905	Risk Management	1999-2000
1995-2004	General Counsel	2904	Contract Stop Notices	1998-2007
1995-1996	General Counsel	2904	Audit	1998-1999
1995-1996	General Counsel	2904	State Mandated Costs	1998-1999
1994-1998	General Counsel	2904	Proposition 187-Illegal Aliens	1997-2001
1987-2001	General Counsel	2904	Brown Act	1990-2004
2015-2016	Human Resources	4051	Personnel Records	2018-2019
2015-2016	Human Resources	4085	Personnel Records	2018-2019
2015-2016	Human Resources	4086	Personnel Records	2018-2019
2015-2016	Human Resources	4087	Personnel Records	2018-2019
2015-2016	Human Resources	4088	Personnel Records	2018-2019
2015-2016	Human Resources	4089	Personnel Records	2018-2019
2015-2016	Human Resources	4090	Personnel Records	2018-2019
2015-2016	Human Resources	4147	Recruitment Records	2018-2019
2014-2015	Human Resources	4037	Personnel Records	2018-2019
2014-2015	Human Resources	4038	Personnel Records	2018-2019
2014-2015	Human Resources	4040	Personnel Records	2018-2019
2014-2015	Human Resources	4041	Personnel Records	2018-2019
2014-2015	Human Resources	4042	Personnel Records	2018-2019
2014-2015	Human Resources	4043	Personnel Records	2018-2019
2014-2015	Human Resources	4044	Personnel Records	2018-2019
2014-2015	Human Resources	4045	Personnel Records	2018-2019
2014-2015	Human Resources	4046	Personnel Records	2018-2019
2014-2015	Human Resources	4047	Recruitment Records	2017-2018
2014-2015	Human Resources	4048	Recruitment Records	2017-2018
2014-2015	Human Resources	4050	Recruitment Records	2017-2018
2014-2015	Human Resources	4055	Recruitment Records	2017-2018
2014-2015	Human Resources	3997	Recruitment Records	2017-2018
2014-2015	Human Resources	4030	Recruitment Records	2017-2018
2014-2015	Human Resources	4049	Recruitment Records	2017-2018
2014-2015	Human Resources	4083	Recruitment Records	2017-2018
2014-2015	Human Resources	4084	Recruitment Records	2017-2018
2014-2015	Human Resources	4096	Recruitment Records	2017-2018

**Los Rios Community College District
District Office**

Fiscal Year Documents Originated	Department	Box #	Documents	Fiscal Year Eligible for Destruction
2012-2013	Purchasing	3950	Purchase Orders	2017-2018
2012-2013	Purchasing	3958	Purchase Orders	2017-2018
2012-2013	Purchasing	3981	Purchase Orders	2017-2018
2012-2013	Purchasing	3982	Purchase Orders	2017-2018
2012-2013	Purchasing	3983	Purchase Orders	2017-2018
2012-2013	Purchasing	3984	Purchase Orders	2017-2018
2011-2013	Purchasing	3949	Purchase Orders	2016-2018
2011-2013	Purchasing	3967	Purchase Orders	2016-2017
2011-2012	Purchasing	3925	Purchase Orders	2016-2017
2011-2012	Purchasing	3970	Purchase Orders	2016-2017
2010-2011	Purchasing	3646	Purchase Orders	2015-2016
2010-2011	Purchasing	3924	Purchase Orders	2015-2016
2010-2011	Purchasing	3931	Purchase Orders	2015-2016
2009-2011	General Services	3898	Purchase Orders & Correspondence	2017-2018

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

Fiscal Year Documents Originated	Department	Box #	Documents	Fiscal Year Eligible for Destruction
2013-2013	Bookstore	851	Sales and Refund JE	2017-2018
2012-2013	Bookstore	850	Sales and Refund JE	2017-2018
2012-2013	Bookstore	986	Accounts Receivable and Payable	2017-2018
2011-2012	Bookstore	775	Financials from April 2008	2017-2018
2006-2008	Bookstore	285	Refund and Buy Back Receipts	2017-2018
2012-2013	Business Office	932	Campus Based A-K, Funds 13, 14, 71, 72. 81	2017-2018
2012-2013	Business Office	933	Campus Based L-Z, Funds 13, 14, 71, 72. 81	2017-2018
2012-2013	Business Office	936	DSR #1	2017-2018
2012-2013	Business Office	937	DSR #2	2017-2018
2012-2013	Business Office	940	DSR #3	2017-2018
2011-2012	Business Office	924	Purchase Orders A-L	2017-2018
2011-2012	Business Office	925	Purchase Orders M-Z, BORF A-I	2017-2018
2011-2012	Business Office	926	BORF's J-Z, Check Requests, LPO's, Grant Travel Claims, and Travel Claims A-Z	2017-2018
2011-2012	Business Office	927	Postage/Dup Journals, Budget Transfers, Expenditure Transfers.	2017-2018
2011-2012	Business Office	942	Campus Based Budget Entries, RT Recon, Funds 13, 14, 71, 72, 81	2017-2018
2010-2011	Business Office	941	Campus Based Budget Entries, RT Recon, Funds 13, 14, 71, 72, 81	2017-2018
2013-2014	CalWORKs	1054	Remove CALWORKs Student Files A - C	2017-2018
2013-2014	CalWORKs	1055	Remove CALWORKs Student Files D - G	2017-2018
2013-2014	CalWORKs	1056	Remove CALWORKs Student Files H - L	2017-2018
2012-2013	CalWORKs	1057	Remove CALWORKs Student Files M - N	2017-2018
2012-2013	CalWORKs	1058	Remove CALWORKs Student Files O - S	2017-2018

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

Fiscal Year Documents Originated	Department	Box #	Documents	Fiscal Year Eligible for Destruction
2012-2013	CalWORKs	1059	Remove CALWORKs Student Files T - Z	2017-2018
2009-2010	CalWORKs	765	Removed Students	2017-2018
2009-2010	CalWORKs	766	Removed Students (Double Box)*	2017-2018
2013-2014	Child Dev. Ctr.	868	Dropped Children N-Z	2017-2018
2013-2014	Child Dev. Ctr.	945	Spring 2013 Files, Attendance, Food Program and Fees	2017-2018
2013-2014	Child Dev. Ctr.	946	Fall 2013 Files, Attendance, Food Program and Fees	2017-2018
2012-2013	Child Dev. Ctr.	862	Dropped Children A-L	2017-2018
2012-2013	Child Dev. Ctr.	863	Dropped Children B-E	2017-2018
2012-2013	Child Dev. Ctr.	864	Dropped Children K-MA	2017-2018
2012-2013	Child Dev. Ctr.	866	Dropped Children A's	2017-2018
2012-2013	Child Dev. Ctr.	867	Dropped Children F-J	2017-2018
2012-2013	Child Dev. Ctr.	869	Dropped Children SA-Z	2017-2018
2012-2013	Child Dev. Ctr.	870	Dropped Children M-Z	2017-2018
2012-2013	Child Dev. Ctr.	872	Dropped Children MI-SA	2017-2018
2006-2008	Communication, Visual & Performing Arts	709	Study Abroad	2017-2018
2005-2006	DSPS	830	DO-HAR Student Files	2017-2018
2005-2006	DSPS	831	ROS-SNY Student Files	2017-2018
2005-2006	DSPS	832	WI-ZU Student Files	2017-2018
2005-2006	DSPS	833	MOR-PE Student Files	2017-2018
2005-2006	DSPS	834	PF-ROS Student Files	2017-2018
2005-2006	DSPS	835	AL-BRO Student Files	2017-2018
2005-2006	DSPS	836	BR-DON Student Files	2017-2018
2005-2006	DSPS	837	JE-LOT Student Files	2017-2018
2005-2006	DSPS	838	LOV-MOR Student Files	2017-2018
2005-2006	DSPS	839	TOW-WIL Student Files	2017-2018
2005-2006	DSPS	840	SOB-TOU Student Files	2017-2018
2005-2006	DSPS	841	HER-JEN Student Files	2017-2018
2012-2013	EOPS	1021	EOPS/CARE Files A to C Removed /Exited	2017-2018
2012-2013	EOPS	1022	EOPS/CARE Files C to G Removed /Exited	2017-2018

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

Fiscal Year Documents Originated	Department	Box #	Documents	Fiscal Year Eligible for Destruction
2012-2013	EOPS	1023	EOPS/CARE Files H to J Removed /Exited	2017-2018
2012-2013	EOPS	1024	EOPS/CARE Files K to L Removed /Exited	2017-2018
2012-2013	EOPS	1025	EOPS/CARE Files M to N Removed /Exited	2017-2018
2012-2013	EOPS	1026	EOPS/CARE Files N to Q Removed /Exited	2017-2018
2012-2013	EOPS	1027	EOPS/CARE Files R to T Removed /Exited	2017-2018
2012-2013	EOPS	1028	EOPS/CARE Files T to V Removed /Exited	2017-2018
2012-2013	EOPS	1029	EOPS/CARE Files W to Z Removed /Exited	2017-2018
2005-2007	Instruction	712	Class Schedules /TES	2017-2018
2009-2011	Instructional Services	1208	FY 2009-2010 ESA, FY 2010-2011 ESA, Spring 2010 Payroll Records, Summer 2010 Payroll Records, Fall 2010 Payroll Records, Spring 2011 Payroll Records	2017-2018
2014-2015	Science, Math & Eng.	952	Participation Waivers (Double Box)*	2017-2018

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

Fiscal Year Documents Originated	Department	Box #	Documents	Fiscal Year Eligible for Destruction
2014-2015	Business Services Office	04102018001	District Purchase Orders	2017-2018
2014-2015	Business Services Office	04102018002	District Requisitions	2017-2018
2014-2015	Business Services Office	04102018003	Limited Purchase Order	2017-2018
2014-2015	Business Services Office	04102018004	Check Request	2017-2018
2014-2015	Business Services Office	04102018005	Partial Reciepts	2017-2018
2014-2015	Business Services Office	04102018006	Blanket Order Releases	2017-2018
2014-2015	Business Services Office	04102018007	Campus Based Lemus-Rust	2017-2018
2014-2015	Business Services Office	04102018008	Campus Based G-Leland	2017-2018
2014-2015	Business Services Office	04102018009	Campus Based A-B	2017-2018
2014-2015	Business Services Office	04102018010	Revolving Fund Recons	2017-2018
2014-2015	Business Services Office	04102018011	Instant Cash Checks	2017-2018
2014-2015	Business Services Office	04102018012	Campus Based B-F	2017-2018
2014-2015	Business Services Office	04102018013	Travel	2017-2018
2014-2015	Business Services Office	04102018014	Campus Based S-Z	2017-2018
2012-2013	College Book Store	CST0430141 24	Sales Reports Jul 12	2017-2018
2012-2013	College Book Store	CST0430141 23	Sales Reports Aug- Sept 12	2017-2018
2012-2013	College Book Store	CST0430141 22	Sales Reports & Credit Cards May 12	2017-2018
2012-2013	College Book Store	CST0430141 21	Sales Reports May 12	2017-2018
2012-2013	College Book Store	CST0430141 20	Sales Reports May 12	2017-2018
2012-2013	College Book Store	CST0430141 42	Sales Reports Apr 13	2017-2018

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

Fiscal Year Documents Originated	Department	Box #	Documents	Fiscal Year Eligible for Destruction
2012-2013	College Book Store	CST0430141 41	Sales Reports Mar 12	2017-2018
2012-2013	College Book Store	CST0430141 40	Sales Reports Feb 12	2017-2018
2014-2015	EOPS	EOPS042920 14001	Student Files, Apps, Transcripts, Case Notes, Assessment, Etc.	2017-2018
2014-2015	EOPS	EOPS042920 14002	Student Files, Apps, Transcripts, Case Notes, Assessment, Etc.	2017-2018
2014-2015	EOPS	EOPS042920 14003	Student Files, Apps, Transcripts, Case Notes, Assessment, Etc.	2017-2018
2011-2012	EOPS	00001	EOPS Meal Tickets	2017-2018
2011-2012	EOPS	00002	EOPS Student Files	2017-2018
2011-2012	EOPS	00003	EOPS Student Files	2017-2018
2011-2012	EOPS	00004	EOPS Student Files	2017-2018
2011-2012	EOPS	00005	EOPS Student Files	2017-2018
2011-2012	EOPS	00006	EOPS Student Files	2017-2018
2009-2010	Instruction	VPI06112018- 001	Faculty Absence Reports	2013-2014
2009-2010	Instruction	VPI06112018- 002	Faculty Absence Reports - Substitute	2013-2014
2008-2009	Instruction	VPI09182018- 001	Confidential Information + Documents	2013-2014
2008-2009	Instruction	VPI09182018- 002	Confidential Information + Documents	2013-2014
2008-2009	Instruction	VPI09182018- 003	Confidential Information + Documents	2013-2014
2008-2009	Instruction	VPI09182018- 004	Confidential Information + Documents	2013-2014
2008-2009	Instruction	VPI09182018- 005	Confidential Information + Documents	2013-2014
2014-2015	Math/Statistics /Engineering	MSE0609201 5-001	HS 1000 Misc. Confidential Information	2017-2018
2014-2015	Math/Statistics /Engineering	MSE0609201 5-002	HS 1000 Misc. Confidential Information	2017-2018
2014-2015	Math/Statistics /Engineering	MSE0609201 5-003	HS 1000 Misc. Confidential Information	2017-2018

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

Fiscal Year Documents Originated	Department	Box #	Documents	Fiscal Year Eligible for Destruction
2014-2015	Math/Statistics /Engineering	MSE0609201 5-004	HS 1000 Misc. Confidential Information	2017-2018
2014-2015	Math/Statistics /Engineering	MSE0609201 5-005	HS 1000 Misc. Confidential Information	2017-2018
2014-2015	Math/Statistics /Engineering	MSE0609201 5-006	HS 1000 Misc. Confidential Information	2017-2018
2014-2015	Math/Statistics /Engineering	MSE0609201 5-007	HS 1000 Misc. Confidential Information	2017-2018
2014-2015	Math/Statistics /Engineering	MSE0609201 5-008	HS 1000 Misc. Confidential Information	2017-2018
2014-2015	Matriculation	MSD0100120 14001	Assessment Test Records Containing Personal information Such as Student ID and SSN	2017-2018
2014-2015	Matriculation	MSD0100120 14002	Assessment Test Records Containing Personal information Such as Student ID and SSN	2017-2018
2014-2015	Matriculation	MSD0100120 14003	Assessment Test Records Containing Personal information Such as Student ID and SSN	2017-2018
2014-2015	Matriculation	MSD0100120 14004	Assessment Test Records Containing Personal information Such as Student ID and SSN	2017-2018
2014-2015	Matriculation	MSD0100120 14005	Assessment Test Records Containing Personal information Such as Student ID and SSN	2017-2018
2007-2008	Operations Division	OPS1128160 01	Americans with Disabilities Act restrooms of 1993	2017-2018
2007-2008	Operations Division	OPS1128160 01	Americans with Disabilities Act Barrier Removal of 2007	2017-2018
2007-2008	Operations Division	OPS1128160 01	Americans with Disabilities Act Documents	2017-2018

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

Fiscal Year Documents Originated	Department	Box #	Documents	Fiscal Year Eligible for Destruction
2011-2012	Science & Allied Health	SAH0728201 5	Health Occupations Preparation and Education Grant Files	2017-2018
2011-2012	Science & Allied Health	SAH0572015 003	Health Occupations Preparation and Education Grant Files	2017-2018
2011-2012	Science & Allied Health	SAH0507201 5004	Health Occupations Preparation and Education Grant Files	2017-2018
2010-2011	Science & Allied Health	SAH0728201 5	Health Occupations Preparation and Education Grant Files	2017-2018
2010-2011	Science & Allied Health	SAH0572015 002	Health Occupations Preparation and Education Grant Files	2017-2018
2009-2010	Science & Allied Health	SAH0728201 5	Health Occupations Preparation and Education Grant Files	2017-2018
2009-2010	Science & Allied Health	SAH0572015 002	Health Occupations Preparation and Education Grant Files	2017-2018
2008-2009	Science & Allied Health	SAH0728201 5	Health Occupations Preparation and Education Grant Files	2017-2018
2008-2009	Science & Allied Health	SAH0572015 001	Health Occupations Preparation and Education Grant Files	2017-2018
2007-2008	Science & Allied Health	SAH0572015 001	Health Occupations Preparation and Education Grant Files	2017-2018
2014-2015	Science & Allied Health Dental	07072015- 001	DH Student Daily Patient Grades	2017-2018
2014-2015	Science & Allied Health Dental	07072015- 002	DH Student Tests/Exams/Quizzes	2017-2018
2014-2015	Science & Allied Health Dental	07072015- 003	DH National Board Tests, DH Quizzes, Patient X-Ray Files	2017-2018
2014-2015	Science & Allied Health Dental	07072015- 004	DH Quizzes, DH Tests, Patient Files	2017-2018

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

Fiscal Year Documents Originated	Department	Box #	Documents	Fiscal Year Eligible for Destruction
2014-2015	Science & Allied Health Dental	07072015-005	DH Student Tests/DH Student Quizzes, Daily Grades	2017-2018
2014-2015	Science and Allied Health	8282015001	DH Test Grades, Student Materials	2017-2018
2012-2013	Science and Allied Health	SAH06252013003	LVN Apps/Contracts	2017-2018

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 12, 2018

SUBJECT:	Disposition of Surplus Equipment	ATTACHMENT: None	
		ENCLOSURE: None	
AGENDA ITEM:	Consent Item G	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	<i>Theresa Matista</i> Theresa Matista, Deputy Chancellor	CONSENT/ROUTINE	X
		FIRST READING	
APPROVED FOR CONSIDERATION:	<i>Brian King</i> 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: 40 computers; 1 copier; 5 iMacs; 55 monitors; 11 printers and 1 refrigerator.

These items have a value of less than \$5,000.

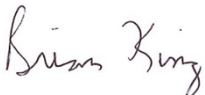
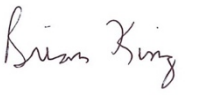
RECOMMENDATION:

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

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 12, 2018

SUBJECT:	Ratify: Grants and Contracts Awarded	ATTACHMENT: None	
		ENCLOSURE: None	
AGENDA ITEM:	Consent Item H	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	 Brian King, Chancellor	CONSENT/ROUTINE	X
		FIRST READING	
APPROVED FOR CONSIDERATION:	 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
Veterans Resource Center (CRC) <ul style="list-style-type: none"> To expand services to Veterans, to expand and enhance training and materials, and to expand and enhance Veteran's Resource Center space to meet ADA accommodation requirements. 10/01/2018 through 12/31/2021 Administrator: Chad Funk / Associate Vice President, Student Services 	CRC	\$200,000	California Community College Chancellor's Office
Veterans Resource Center (ARC) <ul style="list-style-type: none"> To expand services to Veterans, to expand and enhance training and materials, and to expand and enhance Veteran's Resource Center space to meet ADA accommodation requirements. 10/18/2018 through 12/14/2018 Administrator: Kolleen Ostgaard / Director, Student Support Services 	ARC	\$200,000	California Community College Chancellor's Office
Veterans Resource Center (SCC) <ul style="list-style-type: none"> To expand services to Veterans, to expand and enhance training and materials, and to expand and enhance Veteran's Resource Center space to meet ADA accommodation requirements. 10/01/2018 through 12/31/2018 Administrator: Molly Springer / Dean, Student Equity-Success 	SCC	\$200,000	California Community College Chancellor's Office
Research to Support Healthcare Career & Technical Education in California (LVN) <ul style="list-style-type: none"> To conduct research in support of healthcare career and technical education in CA, including a statewide employment perspective of Licensed Vocational Nurses 	WEDC	\$59,500	California Community College Chancellor's Office

(LVNs) and Licensed Psychiatric Technicians. <ul style="list-style-type: none"> • 7/01/2018 through 12/31/2018 • Administrator: Tammy Montgomery / AVC Instruction 			
Research to Support Healthcare Career & Technical Education in California (Occupational Therapy Assistants) <ul style="list-style-type: none"> • To conduct research in support of healthcare career and technical education in CA, including a statewide employment perspective of Occupational Therapy Assistants. • 7/01/2018 through 12/31/2018 • Administrator: Tammy Montgomery / AVC Instruction 	WEDC	\$59,500	California Community College Chancellor's Office
CCC Maker <ul style="list-style-type: none"> • Provides funding to build college makerspaces that welcome non-traditional students, support faculty in embedding making into instruction and offering adaptive curriculum, and partner with businesses to produce innovation-ready graduates inspired to contribute to the creative economy. • 7/01/2018 through 6/13/2019 • Administrator: Monica Pactol / Vice President, Instruction 	FLC	\$250,000	California Community College Chancellor's Office/Sierra College
CCC Maker Implementation <ul style="list-style-type: none"> • Provides funding to build college makerspaces that welcome non-traditional students, support faculty in embedding making into instruction and offering adaptive curriculum, and partner with businesses to produce innovation-ready graduates inspired to contribute to the creative economy. • 7/01/2018 through 6/30/2019 • Administrator: Raquel Arata / Dean, Career Education & Workforce Development 	ARC	\$100,000	California Community College Chancellor's Office/Sierra College
CCC Maker <ul style="list-style-type: none"> • Provides funding to build college makerspaces that welcome non-traditional students, support faculty in embedding making into instruction and offering adaptive curriculum, and partner with businesses to produce innovation-ready graduates inspired to contribute to the creative economy. • 7/01/2018 through 5/30/2019 • Administrator: Gabriel Meehan / AVP, Economic & Workforce Development 	SCC	\$350,000	California Community College Chancellor's Office/Sierra College
TRIO Student Support Services – Journey <ul style="list-style-type: none"> • Funds to provide support services to students in order to increase their college retention and graduation rates. • 9/01/2018 through 8/31/2019 • Administrator: Tanya Anderson / Director, TRIO 	ARC	\$220,000	U.S. Department of Education
TRIO Student Support Services – Veterans <ul style="list-style-type: none"> • Funds to provide support services to veterans in order to increase their college retention and graduation rates. • 9/01/2018 through 8/31/2019 • Administrator: Tanya Anderson / Director, TRIO 	ARC	\$242,136	U.S. Department of Education
TRIO Student Support Services – STEM	ARC	\$242,136	U.S.

<ul style="list-style-type: none"> • Funds to provide support services to Science, Technology, Engineering, and Mathematics (STEM) students in order to increase their college retention and graduation rates. • 9/01/2018 through 8/31/2019 • Administrator: Tanya Anderson / Director, TRIO 			Department of Education
<p>Upward Bound - Center</p> <ul style="list-style-type: none"> • Funding for colleges to provide fundamental support to high school students from low income families to increase the rate at which participants complete secondary education and enroll in and graduate from institutions of postsecondary education. • 9/01/2018 through 8/31/2019 • Administrator: Joshua Johnson / Dean of Student Services, Equity & Pathways 	ARC	\$275,155	U.S. Department of Education
<p>Upward Bound - Inderkum</p> <ul style="list-style-type: none"> • Funding for colleges to provide fundamental support to high school students from low income families to increase the rate at which participants complete secondary education and enroll in and graduate from institutions of postsecondary education. • 9/01/2018 through 8/31/2019 • Administrator: Joshua Johnson / Dean of Student Services, Equity & Pathways 	ARC	\$275,155	U.S. Department of Education
<p>California Apprenticeship Initiative</p> <ul style="list-style-type: none"> • Funding in partnership with the California Health Care Services and Service Employees International Union, Local 1000 to provide for the development of a non-traditional apprenticeship program in the health care sector and provide on-the-job training and education necessary for incumbent Licensed Vocational Nurses to obtain an Associate's Degree in Nursing and become Registered Nurses. • 7/18/2018 through 12/31/2021 • Administrator: Jim Collins / Dean, Science and Allied Health 	SCC	\$500,000	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: December 12, 2018

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

BACKGROUND:

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

CHANGE ORDERS					
Bid No	Description	Change Amount	Change Number	Vendor	New Contract Total
17026	Additional rebar to the concrete decking	\$9,404.00	1	Pro Builders	\$1,142,404.00

BID AWARDS					
Bid No	Description	No of Responses	Award Date	Successful Vendor	Contract Amount
19010	Branding Campaign for District Office and Cosumnes River College	5	11/6/18	3Fold Communications	\$38,500.00

Vendor Name	Total Bid
3Fold Communications	\$38,500.00
Kilter	\$120,000.00
Stamats	\$142,800.00
Brand Purpose*	\$185,000.00
Edward White*	only provided hourly and monthly retainer fee

* Non-responsive due to incomplete proposal submissions.

RECOMMENDATION:

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

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 12, 2018

SUBJECT:	Ratify: Affiliation and Other Agreements	ATTACHMENT: Yes	
		ENCLOSURE: None	
AGENDA ITEM:	Consent Item J	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	<i>Theresa Matista</i> Theresa Matista, Deputy Chancellor	CONSENT/ROUTINE	X
		FIRST READING	
APPROVED FOR CONSIDERATION:	<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
Saint Agnes Medical Center	MLT	FLC	01/01/19	EXP: 12/31/2020
Mendocino Coast District Hospital	MLT	FLC	09/12/18	EXP: 9/12/2020
Cosumnes CSD Fire Department	PMED	ARC	10/30/18	EXP: 10/30/2021
Amador County Office of Education	PTA/OTA	SCC	10/08/18	Evergreen

- * PTA/OTA – Physical Therapy Assistant/Occupational Therapy Assistant
- * MLT – Medical Lab Technician
- * PMED - Paramedic Medical Technician

- 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 18-066
FLC	Facility Use	FLC 18-067
FLC	Facility Use	FLC 18-068
FLC	Facility Use	FLC 18-069
FLC	Facility Use	FLC 18-070
FLC	Facility Use	FLC 18-071
FLC	Facility Use	FLC 18-072
FLC	Facility Use	FLC 18-073
CRC	Facility Use	C19-0058
SCC	Facility Use	S18-0101
SCC	Facility Use	S18-0103
SCC	Facility Use	S18-0105
SCC	Facility Use	S18-0120
SCC	Facility Use	S19-0006
SCC	Facility Use	S19-0007
SCC	Facility Use	S19-0008
SCC	Facility Use	S19-0035
SCC	Facility Use	S19-0037
SCC	Facility Use	S19-0044
SCC	Facility Use	S19-0045
SCC	Facility Use	S19-0046
SCC	Facility Use	S19-0059
SCC	Facility Use	S19-0062
Harris Center	Facility Use	12281
Harris Center	Facility Use	12790
Harris Center	Facility Use	12811
Harris Center	Facility Use	12885
Harris Center	Facility Use	12886
Harris Center	Facility Use	12887
Harris Center	Facility Use	12888
Harris Center	Facility Use	12889
Harris Center	Facility Use	12890
Harris Center	Facility Use	13200
Harris Center	Facility Use	13419
Harris Center	Facility Use	13430

Harris Center	Facility Use	13464
Harris Center	Facility Use	13465
Harris Center	Facility Use	13466
Harris Center	Facility Use	13471
Harris Center	Facility Use	13473
Harris Center	Facility Use	13498
Harris Center	Facility Use	13501
Harris Center	Facility Use	13505
ARC	Facility Use	1007
ARC	Facility Use	1008
ARC	Facility Use	1009
ARC	Facility Use	1010
ARC	Facility Use	1011
ARC	Facility Use	1012
ARC	Facility Use	1013
ARC	Facility Use	1014

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 12, 2018

SUBJECT:	Purchase Orders, Warrants, Checks and Electronic Transfers	ATTACHMENT: Yes	
		ENCLOSURE: None	
AGENDA ITEM:	Consent Item K	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	<div style="text-align: right;"><i>Theresa Matista</i></div> Theresa Matista, Deputy Chancellor	CONSENT/ROUTINE	X
		FIRST READING	
APPROVED FOR CONSIDERATION:	<div style="text-align: right;"><i>Brian King</i></div> Brian King, Chancellor	ACTION	
		INFORMATION	

BACKGROUND:

A listing of purchase orders, warrants, checks and wires issued during the period of October 16, 2018 through November 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.

PURCHASE ORDERS		
General Fund	0001102265-0001102745 B119741-B119772	\$ 3,136,562.90
Capital Outlay Fund	0003017990-0003018068	
Child Development Fund	0006000850-0006000853	
Self-Insurance Fund	-	
WARRANTS		
General Fund	770417-771592	\$ 13,283,076.40
General Fund-ARC Instructional Related	009102-009229	
General Fund-CRC Instructional Related	023169-023203	
General Fund-FLC Instructional Related	031406-031426	
General Fund-SCC Instructional Related	47295-47391	
Capital Outlay Fund	833208-833304	
Student Financial Aid Fund	900348-900368	
Child Development Fund	954604-954618	
Self-Insurance Fund	976487-976490	
Payroll Warrants	412598-414258	\$ 8,906,593.13
Payroll Vendor Warrants	64669-64817	
November Leave Process	414259-415959	
CHECKS		
Financial Aid Disbursements (E-trans)	-	\$ 19,074,489.52
Clearing Checks	2802-2802	\$ 475.00
Parking Checks	3128-3133	\$ 472.00
Bookstore Fund – ARC	33238-33332	\$ 543,423.31
Bookstore Fund – CRC	28311-28341	
Bookstore Fund – FLC	10481-10504	
Bookstore Fund – SCC	050633-050711	
Student Clubs Agency Fund – ARC	5695-5726	\$ 125,217.13
Student Clubs Agency Fund – CRC	4886-4922	
Student Clubs Agency Fund – FLC	2565-2581	
Student Clubs Agency Fund – SCC	4063-4081	
Foundation – ARC	6094-6117	\$ 70,224.58
Foundation – CRC	2630-2639	
Foundation – FLC	1670-1683	
Foundation – SCC	4786-4808	
Foundation – DO	1019-1023	
Associated Students Trust Fund – ARC	0997-1000	\$ 5,513.14
Associated Students Trust Fund – CRC	0868-0874	
Associated Students Trust Fund – FLC	0729-0730	
Associated Students Trust Fund – SCC	-	
Regional Performing Arts Center Fund	USI Check System 6093-6206	\$ 496,909.63
ELECTRONIC TRANSFERS		
Board of Equalization	-	\$ 9,800.00
PARS	-	\$ 58,326.43
Vendors	-	\$ -
Backup Withholding	-	\$ -
Retiree Health Trust	-	\$ -
Self-Insurance	-	\$ 87,713.50
Bookstore	-	\$ 150,891.13
Payroll Direct Deposit Advices	942696-947788	\$ 13,920,166.43
Other Payroll Transactions	-	\$ 5,358.00

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 12, 2018

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

BACKGROUND:

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

STATUS:

The District continues to have a need for short-term temporary employees. The attached document estimates the District’s need for temporary employees from January 1, 2019 to June 30, 2019, based on the highest number of temporary employees utilized in any of the preceding three years.

RECOMMENDATION:

It is recommended that the Board of Trustees approve the attached list of districtwide anticipated short-term temporary employee classifications, authorizing employment of short-term employees for the period January 1, 2019 through June 30, 2019. The Human Resources Department will place the names of the short-term temporary employee hires on the subsequent Board Agendas.

Los Rios Community College District
Short-Term Temporary Employees Anticipated Districtwide Need
January 1, 2019 through June 30, 2019

Short-Term Temporary Classifications:	Anticipated Number of Temporary Classified Staff:
A/V Prod. & Maint. Tech. I	1
Account Clerk I	22
Account Clerk II	11
Account Clerk III	3
Administrative Asst III	1
Administrative Asst. I	13
Administrative Asst. II	2
Admissions/Records Clerk I	9
Admissions/Records Clerk II	4
Admissions/Records Clerk III	5
Admissions/Records Evaluator I	8
Advanced Interpreter	3
Art Model	7
Assistant Coach	85
Asst. Sports Program Director	4
Asst. Coach-Baseball	1
Asst. Coach-Swimming (W)	1
Asst. Financial Aid Officer	10
Athletic Trainer	12
Beginning Interpreter	49
Bookstore Aide	24
Bookstore Clerk I	16
Bookstore Clerk II	2
Bookstore Stock Clerk	2
Buyer - Bookstore I	2
Buyer - Bookstore II	1
Buyer II	1
Campus Patrol	136
Child Dev. Ctr. Assoc. Teacher	5
Child Dev. Ctr. Teacher	14
Children's Center Clerk	1
Clerk I	184
Clerk II	40
Clerk III	45
College Recv. Clerk/Storekeeper	1
College Reserve Police Officer	1
Counseling Clerk I	9
Counseling Clerk II	25
Custodian	47
DSP&S Clerk	13
Educational Services Aide	2
Financial Aid Clerk I	24
Financial Aid Clerk II	26

Short-Term Temporary Classifications:	Anticipated Number of Temporary Classified Staff:
Financial Aid Officer	4
Grant Coordination Clerk	2
Graphic Designer	3
Groundskeeper	2
Instructional Assistant	248
Instructional Svcs. Assist. I	1
Instructional Svcs. Assist. II	4
Intercollegiate Game Technician	3
Intermediate Interpreter	13
IT Specialist I	2
IT Technician I	1
Laboratory Technician	17
Library Technician	5
Lifeguard I	8
Lifeguard II	2
Maintenance Technician I	1
Media Systems/Resources Tech. I	1
Office Aide	1
Outreach Specialist	13
Payroll Technician	1
PE/Athletic Attendant	2
Police Comm. Dispatcher	3
Printing Services Operator II	3
Public Relations Technician	2
Reader/Tutor	50
Reader/Tutor II	1
Recruit Training Officer	4
Senior IT Technician	2
Special Projects	237
Specialty Coach	10
Sports Program Director	4
Staff Resources Center Assist.	1
Student Affairs Specialist	2
Student Personnel Assistant	141
Student Succs & Supp Prgm Spec	15
Swimming Instructor I	18
Swimming Instructor II	9
TANF/CalWORKs Specialist	4
Toolroom Equip. Attendant	2
Tutorial Services Assistant	5
Utility Worker	2
Web & Media Design Specialist	1

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 12, 2018

SUBJECT:	Human Resources Transactions	ATTACHMENT: Yes	
		ENCLOSURE: None	
AGENDA ITEM:	Consent Item M	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	<div style="text-align: center;"><i>Theresa Matista</i></div> Theresa Matista, Deputy Chancellor	CONSENT/ROUTINE	X
		FIRST READING	
APPROVED FOR CONSIDERATION:	<div style="text-align: center;"><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.

MANAGEMENT

APPOINTMENT(S)

<u>Name</u>	<u>Subject/Position</u>	<u>Effective Date(s)</u>
<u>American River College</u>		
Milano, Angela K. (M.S., Texas A&M University)	Dean (III) of Fine and Applied Arts	12/13/18
Stephenson, Jeffrey W. (Ph.D., Capella University)	Vice President of Student Services	01/02/19
<u>Folsom Lake College</u>		
Chavez, Augustine (M.B.A., Drexel University)	Vice President of Administration	12/13/18

APPOINTMENT(S) TO CATEGORICALLY FUNDED POSITION(S)

<u>Name</u>	<u>Subject/Position</u>	<u>Effective Date(s)</u>
<u>Sacramento City College</u>		
Chavez-Hernandez, Rosana (M.S., California State University, Sacramento)	Hispanic Serving Institution (HSI) Grant Project Director (VIII)	12/17/18 – 09/30/19
Ramirez, Martin M. (M.A., California State University, Sacramento)	Hispanic Serving Institution (HSI) STEM Grant Project Director (VIII)	01/01/19 – 09/30/19

APPOINTMENT TO TEMPORARY POSITION(S)

<u>Name</u>	<u>Subject/Position</u>	<u>Effective Date(s)</u>
<u>American River College</u>		
Milano, Angela K. (M.S., Texas A&M University)	Interim Dean (III) of Fine and Applied Arts	01/17/18 – 12/12/18 (Revised)
<u>District Office</u>		
Harris, Paul J. (B.A., California State University, Sacramento)	Interim Director (I) of Accounting Services	08/09/18 – 11/09/18 (Revised)
<u>Folsom Lake College</u>		
Chavez, Augustine (M.B.A., Drexel University)	Interim Vice President of Administration	07/09/18 – 12/12/18 (Revised)

M A N A G E M E N T

REASSIGNMENT/TRANSFER(S)

Name

Subject/Position

Effective Date(s)

District Office

Rosario, Victoria

District Director (I) of Human Resources and Support Programs 07/01/19

FACULTY

APPOINTMENT(S)

<u>Name</u>	<u>Subject/Position</u>	<u>Effective Date(s)</u>
<u>American River College</u>		
Aranda, Amanda L. (M.S., California State University, Sacramento)	Disabled Student Programs and Services (DSPS) Counselor	12/13/18
<u>Cosumnes River College</u>		
Anderson, Eric W. (Ph.D., University of California, Davis)	Engineering Assistant Professor	01/17/19
Wohl, Matthew (M.A., California State University, Stanislaus)	Counselor (Athletics)	01/02/19

APPOINTMENT TO TEMPORARY POSITION(S)

<u>Name</u>	<u>Subject/Position</u>	<u>Effective Date(s)</u>
<u>American River College</u>		
Cabral, Colette H. (M.S., McDaniel College)	Deaf Culture and Sign Language (ASL) Studies Assistant Professor, L.T.T.	09/17/18 – 11/12/18 (Revised)
Li, Jiaoyue (M.S., California State University, Sacramento)	Engineering Assistant Professor, L.T.T.	01/17/19 – 05/22/19
Smyth, Susan J. (M.S.N., Walden University)	Nursing (Registered Nurse) Assistant Professor, L.T.T.	08/23/18 – 12/20/18 (Revised)
<u>Sacramento City College</u>		
Blackburn, Brian D. (M.S., California Polytechnic State University, San Luis Obispo)	Mathematics Assistant Professor, L.T.T.	08/23/18 – 05/22/19 (Revised)
Jahanshahloo, Hoda (Ph.D., Islamic Azad University)	Mathematics Assistant Professor, L.T.T.	08/23/18 – 05/22/19 (Revised)
Ramsey, Robert A. (M.S., California State University, Easy Bay)	Mathematics Assistant Professor, L.T.T.	08/23/18 – 05/22/19 (Revised)

FACULTY

LEAVE(S) OF ABSENCE

<u>Name</u>	<u>Subject/Position</u>	<u>Type</u>	<u>Effective Date(s)</u>
<u>American River College</u>			
Deleon, Leonel	Mathematics Professor	Personal	11/12/18 – 12/20/18
Gough, Daniel S.	Deaf Culture and Sign Language (ASL) Studies Assistant Professor	Medical	09/17/18 – 12/20/18 (Revised)
<u>Folsom Lake College</u>			
Schritter, Le Le	Mathematics Professor	Type C	01/17/19 – 05/22/19
<u>Sacramento City College</u>			
Hunter, Michael J.	Geography Professor	Medical (80%)	01/17/19 - 05/22/19
Spangler, Rachel I.	Reading Professor	Type E (20%)	01/17/19 - 05/22/19

REASSIGNMENT / TRANSFER(S)

<u>Name</u>	<u>Subject/Position</u>	<u>Effective Date(s)</u>
<u>Sacramento City College</u>		
Karlsen, Jeffrey A.	Technical Service Librarian From Public Service Librarian	08/23/18

RESIGNATION(S)

<u>Name</u>	<u>Subject/Position</u>	<u>Effective Date(s)</u>
<u>American River College</u>		
Stoker, Richard A.	Pre-Apprenticeship Professor	11/01/18
<u>Sacramento City College</u>		
Angel, Jodelle R.	English Professor	05/23/19
Gore, Robert W.	Theatre Arts and Film Professor	12/21/18

FACULTY

RETIREMENT(S)

<u>Name</u>	<u>Subject/Position</u>	<u>Effective Date(s)</u>
	<u>Folsom Lake College</u>	
Holmsen, Ellen C. (After 23+ years of service)	Counselor	07/01/19
	<u>Sacramento City College</u>	
Foley, Jo-Ann C. (After 22 years of service)	Family and Consumer Science Professor	05/23/19
Fujikawa, Lynn W. (After 10+ years of service)	Nursing Professor	05/23/19
King, Adrienne (After 28 years of service)	Cultural Awareness Center (CAC) Coordinator	07/01/19
Reynolds, Linda K. (After 31 years of service)	Business Professor	05/23/19
Rose, Gregory S. (After 30 years of service)	Economics Professor	12/21/18
Stein, Shanna R. (After 16 years of service)	Accounting Professor	05/23/19

TEMPORARY REASSIGNMENT / TRANSFER(S)

<u>Name</u>	<u>Subject/Position</u>	<u>Effective Date(s)</u>
	<u>American River College</u>	
Gomez, Martin	EOP&S Coordinator From EOP&S Counselor	07/01/18 - 11/07/18
Goold, Grant B.	Paramedic Coordinator (100%) From Paramedic Professor (60%) / Paramedic Coordinator (40%)	07/01/18 – 06/30/19 (Revised)

FACULTY

**2018 – 2019 CLASSIFICATION OF CONTRACT
EMPLOYEES – REVISIONS**

The following is a revision from the 2018-19 Classification of Contract Employees approved by the Board of Trustees on July 11, 2018.

From Second-Year Contract to Third-Year Contract Status

The change in certificated personnel employment status has been revised for the following faculty member as indicated below:

<u>Employee</u>	<u>College</u>
Gough, Daniel S.	American River College

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

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Allred-Powless, Jeanette	Physical Education	30 %
Garvey, Andrea P.P.	Psychology, General	20 %
Harris, Marianne	Type C Non-Instructional	4 %
Lehmann, Sarah R.	Type C Non-Instructional	7 %
Morgan, Roxanne	Reading	23 %
Register, James M.	Mathematics, General	40 %

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

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Ninh, Thien-Huong T	Sociology	40 %
Oliver, Julie A.	Microbiology	20 %
Oliver, Julie A.	Microbiology	20 %

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

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Schritter, Le Le	Mathematics, General	5 %

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

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Camarena, Sandra	Economics	20 %
Carbary, Kathleen	Psychology, General	20 %
DuVernay, Tara N.	Mathematics, General	60 %
Schritter, Le Le	Mathematics, General	33 %
** (A2) Wu, Tsz Yan P.	Mathematics, General	27 %
Xiao, Alex H.	Political Science	40 %

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

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Arana, Juliya N.	ESL Writing	27 %
Beckwith, Cade J.	Administration of Justice	1 %
Boyd, Rebecca M.	Librarian	5 %
Cabral, Colette H.	Sign Language	12 %
Carr, Lisa A.	Infants and Toddlers	20 %
Charles, Kelly	English	20 %
Chau, Thao T.	Mathematics, General	44 %
Cylinder, Paul D.	Natural Resources	9 %
Doyle, Laurel C.	Child Development/Early Care and Educatio	20 %
Ghuman, Maninder K.	Librarian	23 %
Gutierrez, Julio S.	Automotive Technology	47 %
Harder, Elizabeth K	Speech Communication	41 %
Hatcher, Scott A.	Emergency Medical Services	12 %
Hawe, Larry E.	Automotive Technology	66 %

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>
Herman,Kathryn M.	Counselor	60 %
Himmelmann,Sarah E	Sign Language	48 %
Jay,Susan M.	General Work Experience	27 %
Kair,Beven	Mathematics, General	10 %
Konstantynov,Dmytro	Counselor	55 %
Kozlov,Maksim	Diesel Technology	40 %
Mireles-Tijero,Mayra	Counselor	56 %
Murdock,Merredith R	Administration of Justice	1 %
Nguyen,Alfonso K.	Counselor	16 %
O'Brien,Leslie S.	Floriculture /Floristry	43 %
Padilla,Leah Marie	Reading	3 %
Pippig,Robert C	Accounting	14 %
Powers,Matthew T.	Administration of Justice	1 %
Sakakihara,Paul	General Work Experience	27 %
Word,Richard L.	Administration of Justice	1 %

TEMPORARY, PART-TIME EMPLOYEES Fall 2018
Cosumnes River College

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
** (A5) Adams,Jon M.	Physical Fitness and Body Movement	15 %
** (A5) Adams,Jon M.	Health Education	20 %
De Mars,Eva	Physical Fitness and Body Movement	8 %
Fowler,Elmira F.	Mathematics, General	67 %
Garcia,Yolanda D.	Office Technology/Office Computer Applicati	26 %
Hafezi,Sena M.	Mathematics, General	29 %
Nelson,David D	Restaurant and Food Services Management	40 %
Sanchez,Hortencia Paras	Office Technology/Office Computer Applicati	13 %
Sy,Joanne	Mathematics, General	38 %

TEMPORARY, PART-TIME EMPLOYEES Fall 2018
Folsom Lake College

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Beese,Michelle A.	Counselor	58 %
Dale,Michael J.	Music	15 %
Farrand,Brittney N.	Speech Communication	11 %
Graham,Reginald A.	Music	42 %
Lorenzo,Gina M.	Counselor	54 %
Miranda,Yolanda O.	Counselor	7 %
Mykita,Susan H.	Nurse	25 %
Nielsen,Ruth C.	Counselor	43 %
Rahman Jackson,Lishia	Counselor	51 %
Schall,Erin	Radiologic Technology	63 %
Snow,Camille D.	Counselor	21 %
Watson,Bethany R.	Mathematics, General	41 %
Yazdanmehr,Mohammad M.	Radiologic Technology	43 %
Zhang,Ying	Mathematics, General	67 %

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
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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
Sacramento City College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Austin,Leroy A.	Speech Communication	10 %
Clark,Terri A.	Librarian	50 %
Gutierrez,Alicia I.	Counselor	57 %
Howe,Judith D.	Librarian	59 %
Jue,Jordan C	Librarian	31 %
Lensky,Renata	General Work Experience	27 %
O'Neal-Watts,Jennifer Lee	Librarian	12 %
Spears,Estelita L	General Work Experience	7 %
Suy,Shaun	Counselor	2 %

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

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Bertoglio,Nancy A.	Reading	20 %
Birchall,Jill K.	Sign Language	16 %
Brock,Michelle D.	Mathematics, General	20 %
Garvey,Andrea P.P.	Psychology, General	20 %
Halseth,Andrew W.	Mathematics, General	20 %
**(A4) Heeren,Christopher P.	Mathematics, General	20 %
Hoffpauir,Carina E.	English	23 %
**(A1) Laflam,Jennifer M.	Reading	3 %
Machado,Geraldine M.	Human Services	20 %
Martinez,Marlene M.	Biology, General	8 %
Martinez,Marlene M.	Biomedical Instrumentation	5 %
Mays,Judy L.	Counselor	6 %
McCarroll,Sharleen M.	Mathematics, General	20 %
Morgan,Roxanne	Reading	40 %
Mulhern,Jeannette L.	Child Development/Early Care and Educatio	10 %
Neale,Jennifer C.	Natural Resources	15 %
**(B1) Nordell,Randall L.	Database Design and Administration	23 %
Overgard,Jayne A.	Mathematics, General	11 %
Register,James M.	Mathematics, General	40 %
**(A4) Zhang,Lingling	Accounting	57 %

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

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Chappell,Mike L.	Counselor	5 %
Fishman,Wendell	Website Design and Development	20 %
Fitzpatrick,Kenneth E.	Engineering, General	20 %
Fitzpatrick,Kenneth E.	Engineering, General	13 %
Harden,Jeremy	Mathematics, General	11 %
Hom,Norman	English	20 %
Kim,Steve	Health Information Technology	30 %
Lam,Nam Hai	Mathematics, General	7 %
Leung,Amy M.	Economics	20 %
Moreno,Camille	Mathematics, General	33 %

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

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REGULAR EMPLOYEES - OVERLOAD ASSIGNMENTS Fall 2018
Cosumnes River College

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Nahlen,Kari P.	Health Education	4 %
Ninh,Thien-Huong T	Sociology	45 %
Noel,Brian E	Automotive Technology	57 %
** (A2) Williams-Brito, Kimberly	Mathematics, General	33 %

REGULAR EMPLOYEES - OVERLOAD ASSIGNMENTS Fall 2018
Folsom Lake College

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Angove,Philip J.	Music	5 %
Clark,Christopher S.	Counselor	14 %
Jones,Kalinda	Human Services	7 %
Kroencke,Mikael D.	Physical Sciences, General	15 %
Kroencke,Mikael D.	Physical Sciences, General	40 %
Lagala,David L.	Physiology (Includes Anatomy)	30 %
Lagala,David L.	Physiology (Includes Anatomy)	20 %
Schmid,Heike G.	Painting & Drawing	13 %
Tikhonova,Inna V.	Counselor	15 %
Tinoco,Diana Chang	ESL Integrated	23 %

REGULAR EMPLOYEES - OVERLOAD ASSIGNMENTS Fall 2018
Sacramento City College

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Austin,Grace W.	Psychology, General	20 %
Bahhur,Riad N.	Type C Non-Instructional	10 %
Boyd,Halsey	Coordinator	4 %
Camarena,Sandra	Economics	20 %
** (A4) Christian,Jeffery J.	Nurse	14 %
DuVernay,Tara N.	Mathematics, General	27 %
Gomez,Wendy R.	Nurse	14 %
Jauregui,Lorena G.	Coordinator	4 %
Logan,Shane P.	Sociology	20 %
May,Alexander Ross	Mathematics, General	20 %
Stewart,Devoun R.	Chemistry, General	25 %
Town,James R.	Liberal Arts and Sciences, General	10 %
Waxman,Robyn M.	Liberal Arts and Sciences, General	19 %
** (A2) Wu,Tsz Yan P.	Mathematics, General	40 %
Xiao,Alex H.	Political Science	40 %
Xu,Meili	Computer Programming	40 %

TEMPORARY, PART-TIME EMPLOYEES Spring 2019
American River College

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Hamkar,Behzad	History	40 %
Haywood,Laura C.	Physical Education	30 %
Kiefer,Michelle L.	Coordinator	15 %

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TEMPORARY, PART-TIME EMPLOYEES Spring 2019
Cosumnes River College

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Riese,Kelly L.	Speech Communication	40 %
Rizam,Dilshod D.	Art	28 %
Rizam,Dilshod D.	Painting & Drawing	28 %
Sands-Pertel,Judith A.	Music	58 %
Steenland,Mark H.	Film Studies	60 %
Sultanova,Narmina	Music	37 %
Whitehead,Pamela L.	Fine Arts, General	20 %
Wiggins,Marcelle F.	Art	28 %
Wiggins,Marcelle F.	Painting & Drawing	28 %

TEMPORARY, PART-TIME EMPLOYEES Spring 2019
Folsom Lake College

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Hanrahan,Molly P.	Physical Education	30 %
Hanrahan,Molly P.	Intercollegiate Athletics	30 %
Heiler,Felicia P.	Software Applications	23 %
Hendricks,Robert D.	Information Technology, General	40 %
Hendricks,Robert D.	Computer Programming	20 %
Hicks,Charity C.	Office Technology/Office Computer Applicati	32 %
Hilger-Estrada,Tanya D.	Chemistry, General	57 %
Hopkins,Don R.	Administration of Justice	61 %
Jacques,Molly M.	Physical Education	30 %
Jahangiri,Sayna	Biology, General	35 %
Jahangiri,Sayna	Microbiology	20 %
Jazbi,Parisa	Biology, General	20 %
Jazbi,Parisa	Microbiology	40 %
Johnson,Glenn Allen	Information Technology, General	20 %
Johnson,Glenn Allen	Computer Programming	20 %
Johnston,Erin L.	Physical Education	45 %
Jones,Kevin T	Viticulture, Enology, and Wine Business	10 %
Kolleda,Lance John	Business and Commerce, General	40 %
Lorenzo,Gina M.	Counselor	46 %
McConnell,Joel E.	Counselor	17 %
McGhee,Kelly F.	Counselor	45 %
Miranda,Yolanda O.	Counselor	10 %
Mykita,Susan H.	Counselor	25 %
Rahman Jackson,Lishia	Counselor	60 %
Roberge,Andrea M.	Counselor	60 %

TEMPORARY, PART-TIME EMPLOYEES Spring 2019
Sacramento City College

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Richmond,Pamela R.	English	40 %
Rickgauer,Donald R.	Psychology, General	48 %
Roberts-Eccles,Debora C.	ESL Writing	27 %
Roberts-Eccles,Debora C.	ESL Speaking/Listening	27 %
Rosen-Aydlett,Lisa	Child Development/Early Care and Educatio	20 %
Rosen-Aydlett,Lisa	Family Studies	20 %
Roundtree,Wanda J.	Child Development/Early Care and Educatio	20 %
Rowland,Martha E.	Library Technician (Aide)	13 %

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**TEMPORARY, PART-TIME EMPLOYEES Spring 2019
Sacramento City College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Rozek,Paul A.	History	40%
** (A2) Salazar,Rosalinda R.	English	40 %
** (A2) Salluzzo,Michelle Anne	Child Development/Early Care and Educatio	7 %
** (A2) Salluzzo,Michelle Anne	The School Age Child	20 %
Sanchez,Rafael	English	53 %
Shadden,Ann M.	English	27 %
Smith,George W.	Computer Graphics and Digital Imagery	21 %
Spears,Estelita L	General Work Experience	20 %
Ward-Richardson,Joycelyn M.	Child Development/Early Care and Educatio	20 %
Weast,Jonathan L	Graphic Art and Design	21 %
Weatherspoon,Lorraine	Child Development/Early Care and Educatio	20 %
** (A5) Wilusz,John P.	Engineering, General	35 %
Winchell,Jean M.	Fashion Production	57 %
Wright,Stanley A.	Zoology, General	37 %
Wright,Stanley A.	Natural History	15 %

**REGULAR EMPLOYEES - OVERLOAD ASSIGNMENTS Spring 2019
American River College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Harris,Marianne	Library Science, General	13 %
Hess,John F.	English	27 %
Ilaga,Lisa Hunsaker	Respiratory Care/Therapy	15 %
Jenkins,Arthur	Guidance	7 %
Jones,Vincent W	Mathematics, General	33 %
Jurach,Jeffrey P.	Real Estate	20 %
Kinoshita,Rory M.	Mathematics, General	33 %
Lovering,Janay N.	English	20 %
McCarroll,Sharleen M.	Mathematics, General	27 %
Messer,Carter-Ryan	Mathematics, General	20 %
Moore,Reyna C.	Academic Guidance	20 %
Overgard,Jayne A.	Mathematics, General	20 %
Owens,Rocio A.	Mathematics, General	27 %
Quintero,Robert A.	Academic Guidance	20 %
Ramirez,Richard A.	Academic Guidance	20 %
Register,James M.	Mathematics, General	33 %
Rhodes,Joshua D.	Mathematics, General	33 %
Riley,Lonetta L.	Administration of Justice	40 %
Roadcap,Gordon C.	English	13 %
Rust,Joseph D.	Academic Guidance	40 %
Rutaganira,Thomas	Mathematics, General	47 %
Sanchez,Brett Aaron	Mathematics, General	67 %
Scalzi-Pesola,Jennifer S.	Job Seeking/Changing Skills	7 %
Smith,Phil A.	Mathematics, General	20 %
Spurgeon,Michael L.	Creative Writing	5 %
Squire,Martha Anne	Library Science, General	13 %
Tuifua,Amelia S.	Academic Guidance	20 %
** (A2) Valdez,Judith	Guidance	3 %
Yatsenko,Tatyana	Guidance	3 %

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**REGULAR EMPLOYEES - OVERLOAD ASSIGNMENTS Spring 2019
Folsom Lake College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Hale, Daniel R.	Physics, General	50 %
Harden, Jeremy	Mathematics, General	27 %
Jensen, Wayne C.	Mathematics, General	53 %
Jordan, Denis M.	Mathematics, General	33 %
Keller, Mary F.	Environmental Science	20 %
Morrison, Jill	Counselor	7 %

**REGULAR EMPLOYEES - OVERLOAD ASSIGNMENTS Spring 2019
Sacramento City College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Regalado, Maria Carmen	Psychology, General	60 %

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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>
Barraza, Victor	Financial Aid Clerk II	ARC	11/19/18
Gershon, Stacey M.	Custodian	ARC	12/06/18
Gilreath, Satyndahl B.	Financial Aid Clerk II	ARC	11/02/18
Hoff, Jane M.	Lead Library Technician	ARC	12/03/18
Lee, Min-Jung	Admissions/Records Evaluator I	ARC	12/11/18
Luppino, Roxanne M.	Outreach Specialist	ARC	11/13/18
Rohrbach Jr., Monty K.	Groundskeeper	FM	11/16/18
Stadnyk, Viktor	Custodian	ARC	12/06/18
Vandagriff Jr., Richard F.	Groundskeeper	FM	11/27/18

PROMOTION(S)

<u>Name</u>	<u>New Position (Current Position)</u>	<u>Assigned to</u>	<u>Effective Date(s)</u>
Benedychuk, Vasyl	Information Technology Specialist I- Microcomputer Support, 9 months (Senior Information Technology Technician -Lab/Area Microcomputer Support, 10 months	SCC SCC)	11/13/18
Blodgett, Hannah M.	Student Life Supervisor (Student Support Specialist	FLC FLC)	12/03/18
Chepurnoy, Andrey	Senior Information Technology Specialist- Microcomputer Support (Information Technology Specialist II- Microcomputer Support	CRC ARC)	11/13/18
Haney, Brenda J.	Buyer III (Account Clerk III	DO FLC)	11/19/18
Higashino, Gail A.	Administrative Assistant III (Administrative Assistant I	FM ARC)	12/10/18

C L A S S I F I E D

PROMOTION(S), CONTINUED

<u>Name</u>	<u>New Position (Current Position)</u>	<u>Assigned to</u>	<u>Effective Date(s)</u>
Kassis, Deborah A.	Payroll Supervisor (Accounts Payable Supervisor)	DO DO)	10/29/18
Lemus, Miguel	Admissions/Records Evaluator II (Educational Center Clerk)	CRC CRC)	11/13/18
Loeza, Regina	Student Personnel Assistant-Student Services (Administrative Assistant I	SCC SCC)	01/03/19
Yang, Janey	Admissions/Records Evaluator II (Admissions/Records Evaluator I	CRC CRC)	10/29/18
Zabegalin, Tatyana	Accounts Payable Supervisor (Fiscal Services Accounting Specialist	DO DO)	10/29/18

RESIGNATION(S)

<u>Name</u>	<u>Position</u>	<u>Assigned to</u>	<u>Effective Date(s)</u>
Burdock-Telles, Erica J.	Clerk III	CRC	11/21/18
Hernandez, Marisela	Student Personnel Assistant – Counseling	SCC	12/04/18
Nelson, Steffanie D.	Police Communications Dispatcher	DO	11/13/18
Singh, Navinder	Police Communications Dispatcher	DO	11/11/18

RETIREMENT(S)

<u>Name</u>	<u>Position</u>	<u>Assigned to</u>	<u>Effective Date(s)</u>
Coles, Linda G.	Account Clerk III (After 21 years of service)	SCC	01/01/19
Phu, Michell T.	Financial Aid Clerk II (After 16 years of service)	CRC	11/22/18
Shane, Yvonne	Administrative Assistant I (After 21 years of service)	FLC	12/30/18
Sherman, Vicki L.	Clerk III (After 9 years of service)	ARC	03/01/19

CLASSIFIED

RETIREMENT(S), CONTINUED

<u>Name</u>	<u>Position</u>	Assigned to _____	<u>Effective Date(s)</u>
Solorio, Jeannette R.	Financial Aid Officer (After 29 years of service)	SCC	12/29/18 <i>(Revised)</i>

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



<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>End Date</u>
<u>American River College</u>			
Al Rubaye, Ammar K.	Custodian	10/19/2018	06/30/2019
Bocalan, Nicar A.	Intermediate Interpreter	11/19/2018	06/30/2019
Bowie, Matthew S.	Instructional Assistant	11/01/2018	06/30/2019
Castellon, Jessica	Student Personnel Assistant	11/06/2018	06/30/2019
Derevyanchuk, Paul N.	Clerk III	10/30/2018	06/30/2019
DeWitt, Christina D.	Special Projects	11/01/2018	06/30/2019
Duong, Cody D.	Specialty Coach	01/01/2019	06/30/2019
Garcia, Marci D	Instructional Assistant	10/30/2018	06/30/2019
Gonzales, Ylla Natalia B.	Special Projects	10/19/2018	06/30/2019
Hassani, Zahra	Admissions/Records Clerk II	11/02/2018	06/30/2019
Heron, Dustin J.	Instructional Assistant	10/29/2018	06/30/2019
Heron, Dustin J.	Instructional Assistant	11/06/2018	06/30/2019
Jaimes, Cassandra N.	Assistant Coach	10/15/2018	06/30/2019
Martin III, Alfonza	Special Projects	11/07/2018	06/30/2019
Mendez Jr., Antonio	Art Model	10/30/2018	06/30/2019
Miller, Caleb	Special Projects	10/30/2018	06/30/2019
Mohammad Asif, Nigara	Admissions/Records Clerk II	10/25/2018	06/30/2019
Morriese, Arthur W.	Special Projects	11/14/2018	06/30/2019
Onestar, Emily K.	Counseling Clerk I	10/29/2018	06/30/2019
Ramirez, Indira Z	Admissions/Records Clerk II	10/25/2018	06/30/2019
Reynoso Quinones, Maria De Jesus	Laboratory Technician	10/24/2018	06/30/2019
Van De Carr, Paul S.	Special Projects	10/25/2018	06/30/2019
Wisbaum, Aleia R.	Studnt Succs & Supp Prgm Spec	11/01/2018	06/30/2019
Yang, Carolyn	Student Personnel Assistant	11/06/2018	06/30/2019
<u>Cosumnes River College</u>			
Barkel, Joel D.	Clerk III	11/02/2018	06/30/2019
Camacho, Jannie E.	Clerk II	10/30/2018	06/30/2019
Clark, Deedria L	Intrcollegiate Game Technician	10/17/2018	06/30/2019
Clark-Lamb, Dawn J.	Intrcollegiate Game Technician	10/17/2018	06/30/2019
Jacobs, Jennifer Rose	Special Projects	11/05/2018	06/30/2019
Lucas, Erica M	Intrcollegiate Game Technician	10/18/2018	06/30/2019
Stowe, Brian A.	Special Projects	10/19/2018	06/30/2019
Vue, Tria	Student Personnel Assistant	10/30/2018	06/30/2019
Wilder, Candice A	Intrcollegiate Game Technician	10/17/2018	06/30/2019

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>End Date</u>
<u>District Office / Business and Economic Development Center / Facilities Management / Police Services</u>			
Bailey, Marshall M.	Campus Patrol	10/18/2018	06/30/2019
Gonzalez Sanchez, Saul	Campus Patrol	09/25/2018	06/30/2019
Morrill, Kacee S.	Campus Patrol	07/01/2018	06/30/2019
Naseem, Iram	Campus Patrol	11/01/2018	06/30/2019
Rosas, Ronnie A.	Campus Patrol	07/01/2018	06/30/2019
<u>Folsom Lake College</u>			
Buhman, Michael J	Reader/Tutor	10/25/2018	06/30/2019
Cockrell, Corinne R.	Reader/Tutor	10/31/2018	06/30/2019
Korniychuk, Margarita Y.	Account Clerk II	11/13/2018	06/30/2019
Ladoyan, Mariam	Reader/Tutor	11/05/2018	06/30/2019
Machani, Rachana	Account Clerk I	10/25/2018	06/30/2019
Misrahi, Gina R	Reader/Tutor II	10/25/2018	06/30/2019
Newton, Elise A.	Reader/Tutor	11/25/2018	06/30/2019
Owen, Kelsey M.	Instructional Assistant	10/31/2018	06/30/2019
Seyeda Kermanshahi, Shaghayegh	Student Personnel Assistant	09/25/2018	06/30/2019
<u>Sacramento City College</u>			
Starbuck, Jarice Z.	Beginning Interpreter	11/26/2018	06/30/2019

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 12, 2018

SUBJECT:	Board Policy Revision: P- 1312 Visitors on Campus and P- 2252 Student Parking Fees	ATTACHMENT: Yes	
		ENCLOSURE: None	
AGENDA ITEM:	First Reading Item A	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	JP Sherry, General Counsel 	CONSENT/ROUTINE	
		FIRST READING	X
APPROVED FOR CONSIDERATION:	Brian King, Chancellor 	ACTION	
		INFORMATION	

BACKGROUND:

In October of 2017, the Governor approved Assembly Bill (“AB”) 503, which required the district to establish a payment plan by August 1, 2018, for individuals with multiple unpaid parking citations.

STATUS:

P-1312 and P-2252 authorize the Chancellor to develop a payment plan for persons with multiple tickets. For informational purposes, staff has attached the corresponding regulations that detail the requirements of the payment plan.

RECOMMENDATION:

These policies are presented for first reading.

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1.0 Campus Visitors

- 1.1 Campus Visitor Defined - An individual who is neither an employee of the Los Rios Community College District, nor a currently enrolled student of a particular College, shall be considered in this and other sections of the District Policies and Administrative Regulations as a visitor to the campus.
- 1.2 Visitors and telephone callers, whether business person, parent, student, alumnus, or other, should receive a cordial and courteous reception on each campus. A well-informed receptionist should greet all campus visitors and provide every assistance possible in directing them to the person or information they desire.
- 1.3 Visitors are welcome on all campuses at any time during business hours, so long as they do not interfere in any way with the conduct of classes, student or campus activities, and/or school business. Visitors that commit any act likely to interfere with the peaceful conduct of the activities of the District/College or its facilities, or have entered the campus or facility for the purpose of committing any such act, the College President or Vice Chancellor, Finance and Administration, or designee, may direct the person to leave the campus or facility. Visitors may attend classes only with the permission of the instructor conducting the class, or club meetings with permission of the advisor.
- 1.4 Visitors are welcome at all public meetings held on campus but may not attend classes, meetings or convocations intended only for faculty, staff and/or students unless permission has been obtained from the College President of the College pursuant to section 1.3 above.
- 1.5 Unsupervised children shall not be permitted on the campuses or inside the District/College buildings.
- 1.6 Visitors that park their vehicles on campus must follow all parking regulations and rules.
- 1.7 The Chancellor shall develop Administrative Regulations to implement this District Policy.

2.0 Parking

[2.1 The Chancellor shall develop Administrative Regulations regarding parking on District Property.](#)

~~2.03.0~~ [Parking Citation Payment Plans](#)

~~3.0~~ [3.1 The Chancellor shall develop Administrative Regulations regarding a parking citation payment plans for persons who have multiple unpaid parking citations. \(Veh. Code, § 40220\)](#)

4.0 Construction Sites

-
- 4.1 Unauthorized personnel shall not be permitted on construction sites on College campuses.
 - 4.2 The Chancellor may establish Administrative Regulations to permit entry on a limited basis to employees and/or the general public for the purpose of observing the progress of the construction (see also [R-8451](#)).

(Cross Reference [P-1313](#), [R-1313](#) and [R-8451](#))

LRCCD

Policy Adopted: 6/23/65

Policy Revised: 11/5/80; 5/20/81; 1/11/95; 12/6/95; 11/14/12; 2/11/15; 2/17/16; 10/18/17

Policy Reviewed: 2/17/16; 10/18/17

Adm. Regulation: [R-1312](#)

[DRAFT 8/21/18](#)

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[Regulation – 1000 Community](#) || [Table of Contents](#) || [Back](#) || [Next](#)

1.0 Parking Fees

- 1.1 Visitors parking a motorized vehicle in designated parking spaces at the Colleges must pay a parking fee unless an exception is granted as provided in this regulation.
 - 1.1.1 All parking fees collected shall be expended for parking services, which include the purchase, construction, operation, security and maintenance of the parking facilities.
- 1.2 Visitors are allowed to purchase daily permits only and may not purchase a semester permit.
- 1.3 The daily parking permit fee is \$2.00.
- 1.4 Additional parking fees may be charged for special events held on District/College property. In those cases, the parking fund shall be credited with the daily permit rate for the spaces sold for the event.
- 1.5 Bicycles are not subject to parking fees.

2.0 Parking Permits

- 2.1 Visitors parking at College facilities must display a valid daily permit, a Regional Transit monthly permit (at Cosumnes River College only) or a special permit.
 - 2.1.1 The following are the only exceptions to the requirement that a visitor pay a fee to park at a College facility. Individuals, agencies, or entities that fit the following descriptions may be provided a parking permit without charge (or they may be allowed to park in designated areas without charge):
 - 2.1.1.1 Participants and visitors to official graduation ceremonies;
 - 2.1.1.2 Individuals, agencies or entities who come to the College on official business at the request of the District/College;
 - 2.1.1.3 Individuals, agencies, or entities attending or presenting at recruiting events at a College facility; and
 - 2.1.1.4 Other exceptions as approved by the President, Vice Chancellor of Finance and Administration, or designee.
- 2.2 A visitor with a valid parking permit may only park in spaces designated as visitor or student parking.

- 2.3 The daily permit is valid only for the date issued at the College where the daily permit was purchased.
- 2.4 Daily permits must be displayed on top of the vehicle dashboard (on the passenger's side) with permit number and date clearly visible through the vehicle windshield. Remove expired daily permits from the dashboard.
- 2.5 Vehicles may park in a green visitor parking space without any permit for the time permitted for that space.

3.0 Parking Rules

- 3.1 A valid parking permit is required 24 hours a day, seven days per week. Overnight parking is not permitted without written permission from the Los Rios Police Department.
- 3.2 All other parking regulations are enforced 24 hours a day, seven days per week.
- 3.3 All vehicles must adhere to parking regulations and are subject to citations and fines as provided by California Vehicle Code, section 21113, subdivision (a).
- 3.4 Vehicles not properly parked within the designated parking spaces or parking in out-of-zone areas may be subject to parking citation and/or be towed away at owner's expense.
- 3.5 Vehicles parked illegally in red zones and other unauthorized spaces such as parking spaces designated for persons with disabilities may be subject to parking citation and/or be towed away at owner's expense.
- 3.6 Colleges may designate parking spaces as visitor parking, student parking, staff parking, semester permit only parking, daily permit only parking, or any combination thereof.
- 3.7 Bicycles must be parked in designated areas or bicycle racks located on campus.
- 3.8 The issuance of a parking permit does not guarantee parking availability. The responsibility of finding legal parking spaces rests with the motor vehicle operator. Lack of parking spaces is not considered a valid reason for violation of District parking regulations and California Vehicle Code provisions.

4.0 Parking Citation Payment Plan

- 4.1 A registered owner or person responsible for vehicle citations received on the District's property shall be eligible to enroll in a payment plan when they have multiple unpaid parking citations in excess of a dollar amount established by the Chief of the Los Rios Police Department.

- 4.1.1 Late fees shall be placed in abeyance while the payment plan is in place and the individual adheres to its terms, and shall be waived once the payment plan is completed.
- 4.1.2 Once the payment plan is in place and the individual adheres to its terms, an itemization of unpaid parking penalties and service fees as described in section 4.1.1 shall not be filed with the Department of Motor Vehicles, and any DMV Registration Hold(s) in place will be temporarily removed pending satisfactory completion of the payment plan.
- 4.1.3 If an individual defaults on the payment plan, a subsequent payment plan will not be offered for those citations and any late fees placed in abeyance will be immediately reinstated. The total amount due, including all late fees, will be submitted to the appropriate Department of Motor Vehicles for a Registration Hold on the vehicle. An Academic Hold will be placed on the student's records until the total fees are paid in full.
- 4.1.4 The terms and conditions of the parking citation payment plan shall be posted on the Los Rios Police Department's website.
- 4.1.5 If additional citations are accrued during the payment plan period, the plan may not be modified to include these citations, nor will a concurrent payment plan be offered.
- 4.1.6 Citations in a payment plan will not count towards immobilization/tow/impound eligibility pursuant to CVC 22651(i)(1).
- 3.7-14.1.7 Once a vehicle is immobilized/towed/impounded due to other violations, all citations, including those on a payment plan, are immediately due pursuant to CVC 22651(i)(1)(C).

4.05.0 Parking for Persons with Disabilities

- 4.15.1 The unique placard issued by Department of Motor Vehicles or a distinguishing license plate for persons with disabilities and a valid daily permit must be properly displayed on the vehicle when parking in student, disabled, or visitor parking spaces.
- 4.25.2 Visitors with a temporary disability may obtain a special permit that allows parking in spaces designated for disabled persons. Visitors who are temporarily disabled who are issued a special permit are still subject to paying the daily parking fee when parking in student, disabled, or visitor parking spaces. The special parking permit due to the temporary disability and a valid daily permit must be properly displayed on the vehicle.
- 4.35.3 Visitors who park at parking meters or in green visitor parking spaces must only properly display a unique placard issued by Department of Motor Vehicles or a

distinguishing license plate for persons with disabilities and do not need to pay the meter or display a valid daily permit.

[4.45.4](#) Vehicles not displaying the appropriate license plate, placard or special permit, or valid daily permit may be subject to parking citation and/or be towed away at owner's expense.

[4.55.5](#) Visitors with disabilities may use the designated parking spaces provided for persons with disabilities, staff, visitors, or any other student parking spaces provided.

[5.06.0](#) Warranty, Liability

[5.16.1](#) The District/College(s) makes no warranty or accepts no liability or responsibility for loss or damage to any vehicle or its contents while parked at a District/College facility. In addition, the District/College(s) assumes no liability for injury to persons or property from the use or exercise of the license provided by a parking permit.

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LRCCD

Adm. Regulation Adopted: 10/18/17

Adm. Regulation Revised:

Adm. Regulation Reviewed:

Board Policy: [P-1312](#)

[DRAFT 8/21/18](#)

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[1.0 Parking](#)

[1.1 The Chancellor shall develop Administrative Regulations regarding parking on District Property.](#)

[1.02.0 Parking Citation Payment Plans](#)

[1.12.1 The Chancellor shall develop Administrative Regulations regarding parking citation payment plans for persons who have multiple unpaid parking citations. \(Veh. Code, § 40220\)](#)

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LRCCD

Policy Adopted:

Policy Revised:

Policy Reviewed:

Adm. Regulation: [R-2252](#)

[DRAFT 8/21/18](#)

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1.0 Parking Fees/Refunds

1.1 Pursuant to Education Code, section 76360, all students parking a motorized vehicle in designated student parking spaces at the Colleges must pay a parking fee.

1.1.1 All parking fees collected shall be expended for parking services, which include the purchase, construction, operation, security and maintenance of the parking facilities.

1.2 Semester or summer session permits are available only to students of the Los Rios Community College District. Student parking permits may be purchased in accordance with the following established rates:

Parking Fees
Effective June 2017

Vehicles

Semester	\$40.00
Daily	\$2.00
Summer Session	\$25.00

Motorcycles

Semester	\$25.00
Summer Session	\$15.00

1.2.1 Semester or summer session permit fees and the maximum fee for certified carpools will be increased by \$1.00 whenever the provisions in Education Code, section 76360 allow for a \$1.00 increase, which is no more frequently than annually. An increase will be implemented for the upcoming summer and fall terms if known prior to the opening of registration. Otherwise, the increase will be implemented with the spring term.

1.2.2 Fees assessed to students who (a) are recipients of benefits under the Temporary Assistance for Needy Families program, the Supplemental Security Income/State Supplementary Program, or a general assistance program, (b) demonstrate eligibility according to income standards established by the regulations of the Board of Governors, or (c) demonstrate financial need in accordance with the methodology set forth in federal law or regulation for determining the expected family contribution of students seeking financial aid, are exempt from parking fees in excess of Thirty Dollars (\$30.00) per semester. (Ed. Code, § 76360). To qualify for this exemption, students must meet minimum academic and progress standards adopted by the Board of Governors. The exemption will change in accordance with changes in the Education Code.

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- 1.2.3 Current fee schedules will be available at the College Business Services Offices and the police departments.
 - 1.2.4 Semester or summer session permits for certified carpools shall not exceed Thirty-Five Dollars (\$35) per semester. A certified carpool is for a student who certifies, in accordance with the procedure established by the College Business Services Office, that he or she regularly has two or more passengers commuting to the College with him or her in the vehicle parked at the College.
 - 1.3 Plastic holders/hangers for portable semester or summer session permits are available at a price established by each College.
 - 1.4 Students attending classes exclusively at off-campus sites, where District parking facilities are not available, are exempt from paying District parking fees.
 - 1.5 Parking Refund Applications must be completed and filed with the College Business Services Office. The date the refund application is received by the College Business Services Office determines refund eligibility. The portion of the semester or summer session permit containing the permit number must be attached to the refund application along with the original parking receipt. Refunds of parking fees are issued as follows:
 - 1.5.1 The parking fee is fully refundable during the first ten (10) school days of instruction during each semester. There will be no refunds after the first ten (10) school days of instruction.
 - 1.5.2 During the summer session, the parking fee is fully refundable during the first week of instruction. There will be no refunds after the first week of summer session instruction.
 - 1.6 Sinking Fund
 - 1.6.1 A sinking fund for lot maintenance, parking lot lighting projects, equipment replacement (permit dispensers, etc.), costs incurred for accommodation of persons with disabilities (Ed. Code, § 67311.5) and other parking-related needs shall be maintained and established from parking fees. Such amounts will be funded as long as sufficient fee revenues are received to provide such annual funding.
 - 1.7 Additional parking fees may be charged for special events held on District/College property. In those cases, the parking fund shall be credited with the daily permit rate for the spaces sold for the event.
 - 1.8 Bicycles are not subject to parking fees.
- 2.0 Parking Permits

- 2.1 Students parking at College facilities must display a valid parking permit. There are two types of student parking permits: a current semester or summer session permit (in the form of a decal), or a daily permit. Students driving motorcycles are encouraged to use semester or summer session permits rather than daily permits.
- 2.2 A current semester or summer session permit is valid at any District/College location.
- 2.3 A daily permit is valid only for the date issued at the College where the daily permit was purchased.
- 2.4 A vehicle with a valid student parking permit may only park in spaces designated for student parking.
- 2.5 The semester or summer session permits must be attached to the vehicle as designated by campus operating procedures. Semester and summer session permits are not transferable.
- 2.6 Daily permits must be displayed on top of the vehicle dashboard (on the passenger's side) with permit number and date clearly visible through vehicle windshield. Remove expired daily permits from the dashboard.
- 2.7 Carpoolers may not share a single semester or summer session permit. They have the option of buying a semester or summer session permit for each vehicle involved in the carpool or may utilize the daily permit (see Section 4.1.4 below).
- 2.8 A family unit having two or more students attending a College must purchase a semester or summer session permit for each vehicle parked on campus or may utilize the daily permit.
- 2.9 An individual student having more than one motor vehicle registered in his/her name may purchase one semester or summer session permit for all vehicles registered with the College. The semester or summer session permit is "portable" and must be suspended from the rear view mirror of a vehicle it is registered to so that it is readily visible from the exterior of the vehicle. A semester or summer session permit, a Regional Transit monthly permit (at Cosumnes River College only), or a daily permit is not valid if copied or reproduced in any manner.
- 2.10 If a semester or summer session permit is lost or stolen, a new semester or summer session permit must be purchased at the rate set forth below.
- 2.11 If a vehicle is sold or damaged (i.e., windshield damage) during the effective term of the semester or summer session permit, a replacement will be issued if the proof of sale or repair of vehicle and the old semester or summer session permit (permit number intact) are submitted. In the appropriate circumstances, the College Business Services Office may waive this requirement. A charge of Two Dollars (\$2.00) will be assessed for replacement semester or summer session permits.

2.12 Vehicles may park in a green visitor parking space without any permit for the time permitted for that space.

3.0 Parking Rules

3.1 A valid parking permit is required 24 hours a day, seven days per week. Overnight parking is not permitted without written permission from the Los Rios Police Department.

3.2 All other parking regulations are enforced 24 hours a day, seven days per week.

3.3 All vehicles must adhere to parking regulations and are subject to citations and fines as provided by California Vehicle Code, section 21113, subdivision (a).

3.4 Vehicles not properly parked within the designated parking spaces or parking in out-of-zone areas may be subject to parking citation and/or be towed away at owner's expense.

3.5 Vehicles parked illegally in red zones and other unauthorized spaces such as parking spaces designated for persons with disabilities may be subject to parking citation and/or be towed away at owner's expense.

3.6 Colleges may designate parking spaces as visitor parking, student parking, staff parking, semester permit only parking, daily permit only parking, or any combination thereof.

3.7 Bicycles must be parked in designated areas or bicycle racks located on campus.

3.8 The issuance of a parking permit does not guarantee parking availability. The responsibility of finding legal parking spaces rests with the motor vehicle operator. Lack of parking spaces is not considered a valid reason for violation of District parking regulations and California Vehicle Code provisions.

4.0 Parking Citation Payment Plan

4.1 A registered owner or person responsible for vehicle citations received on the District's property shall be eligible to enroll in a payment plan when they have multiple unpaid parking citations in excess of a dollar amount established by the Chief of the Los Rios Police Department.

3.8.14.1.1 Late fees shall be placed in abeyance while the payment plan is in place and the individual adheres to its terms, and shall be waived once the payment plan is completed.

4.1.2 Once the payment plan is in place and the individual adheres to its terms, an itemization of unpaid parking penalties and service fees as described in section 4.1.1 shall not be filed with the Department of Motor Vehicles, and any DMV Registration Hold(s) in place will be temporarily removed pending satisfactory completion of the payment plan.

- 4.1.3 If an individual defaults on the payment plan, a subsequent payment plan will not be offered for those citations and any late fees placed in abeyance will be immediately reinstated. The total amount due, including all late fees, will be submitted to the appropriate Department of Motor Vehicles for a Registration Hold on the vehicle. An Academic Hold will be placed on the student's records until the total fees are paid in full.
- 4.1.4 The terms and conditions of the parking citation payment plan shall be posted on the Los Rios Police Department's website.
- 4.1.5 If additional citations are accrued during the payment plan period, the plan may not be modified to include these citations, nor will a concurrent payment plan be offered.
- 4.1.6 Citations in a payment plan will not count towards immobilization/tow/impound eligibility pursuant to CVC 22651(i)(l).
- 4.1.7 Once a vehicle is immobilized/towed/impounded due to other violations, all citations, including those on a payment plan, are immediately due pursuant to CVC 22651(i)(l)(C).

4.05.0 Parking for Persons with Disabilities

- 4.15.1 The unique placard issued by Department of Motor Vehicles or a distinguishing license plate for persons with disabilities and either the semester or summer session permit or valid daily permit must be properly displayed on the vehicle.
- 4.25.2 Students with a temporary disability may obtain a special permit that allows parking in spaces designated for disabled persons. Students who are temporarily disabled who are issued the special permit are still subject to paying the established parking fee. The special permit due to the temporary disability and either the semester or summer session permit or valid daily permit must be properly displayed on the vehicle.
- 4.35.3 Vehicles not displaying the appropriate license plate, placard or special permit may be subject to parking citation and/or be towed away at owner's expense.
- 4.45.4 The definition of a student with disabilities is described per provisions of the California Vehicle Code relating to parking exemptions (Veh. Code, § 22511.5).
- 4.55.5 Students with disabilities may use the designated parking spaces provided for persons with disabilities, staff, visitors or any other student parking spaces provided.
- 4.5.15.5.1 Each College shall designate a minimum percentage of available campus parking spaces for use by students with disabilities following all

state building code requirements (Gov. Code, § 14679, Ca. Code, Title 24, § 2.7102 and Fed. Reg., Title 24 and 36, § 1190.31).

5.06.0 Warranty, Liability

5.16.1 The District/College(s) makes no warranty and accepts no liability or responsibility for loss or damage to any vehicle or its contents while parked at a District/College facility. In addition, the District/College(s) assumes no liability for injury to persons or property from the use or exercise of the license provided by a parking permit.

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LRCCD

Adm. Regulation Adopted:	5/4/83	
Adm. Regulation Revised:	12/2/70; 1/14/81; 2/17/82; 4/6/83; 4/17/91; 6/4/97; 12/9/98; 9/3/03; 5/14/08; 7/10/84; 4/5/89; 5/1/91; 1/24/96; 4/9/97; 12/2/13; 5/14/14; 9/28/15; 3/27/17; 9/11/17	
Adm. Regulation Reviewed:	3/27/17	
Board Policy:	P-2252	DRAFT 8/21/18

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 12, 2018

SUBJECT:	Board Policy Revision: P- 2312	ATTACHMENT: Yes	
		ENCLOSURE: None	
AGENDA ITEM:	First Reading Item B	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	JP Sherry, General Counsel <i>JP Sherry</i>	CONSENT/ROUTINE	
		FIRST READING	X
APPROVED FOR CONSIDERATION:	Brian King, Chancellor <i>Brian King</i>	ACTION	
		INFORMATION	

BACKGROUND:

It has been the practice of the district/colleges to require student club advisors to travel with their student club; however, district policy has never explicitly stated this as a requirement.

STATUS:

The proposed language requires the college club advisor to travel with their student clubs on trips away from the college. However, the advisor does not have to accompany the student club as long as the district/college has not provided transportation to the event and the activity is within twenty-five miles of the college sponsoring it.

RECOMMENDATION:

This policy is presented for first reading.

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1.0 Campus Clubs and Organizations

- 1.1 Campus clubs, organizations or student interest groups may be organized within the District provided they conform to procedures established by administrative and campus regulations.
- 1.2 Every club must have an advisor from the faculty in order to operate on the campus.
- 1.3 All club members shall be enrolled in the college at the time of membership and for the term of membership.
- 1.4 All club officers shall be enrolled in a minimum of five (5) semester units and shall meet and maintain the minimum standards of scholarship prescribed for community college students by the District (good standing with a minimum 2.0 GPA).
- 1.5 For off-campus club activities, the College advisor is expected to supervise the entire activity, to include traveling with the students to and from the activity destination. An exception to this policy is for off-campus location(s) within a twenty-five (25) mile radius of the college sponsoring the activity and the District/College is not providing transportation. (Personal vehicle(s) of the college advisor cannot be used to transport students.)

2.0 Secret Clubs

- 2.1 The establishment by students of any secret clubs is prohibited.

LRCCD

Policy Adopted: 6/30/65

Policy Revised: 4/23/69; 11/19/80; 2/10/82; 1/11/95; 7/17/96

Policy Reviewed:


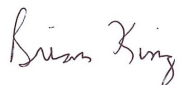
Adm. Regulation: [R-2312](#)

DRAFT 8/2/2018

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 12, 2018

SUBJECT:	Resolution No. 2018-13: Declare Tribute Road Property as an Administrative Building	ATTACHMENT: Yes	
		ENCLOSURE: None	
AGENDA ITEM:	Action Item A	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	JP Sherry, General Counsel 	CONSENT/ROUTINE	
		FIRST READING	
APPROVED FOR CONSIDERATION:	Brian King, Chancellor 	ACTION	X
		INFORMATION	

BACKGROUND:

In 2012, the District acquired the property at 1788 Tribute Road, Sacramento, California (“Tribute Road Property”). Tribute Road Property is a three-story building with parking on the first floor and general office space available on the second and third floors. The District’s original intent was to use the Tribute Road Property with a focus on Career Technology Education. In the Division of the State Architect’s (“DSA”) review of the building for that purpose, DSA required significant upgrades to the building that made it economically unfeasible to move forward to utilize the building for community college purposes of teaching and learning. Currently, the District is interested in using the building as an administration building to create a large, flexible staff training room to support the centralized administrative functions needed for the District’s distance learning programs. In order to utilize the building for this purpose, the District will be performing repairs and minor cosmetic renovations to the property. There is some ambiguity as to which entity, if any, has jurisdiction over the supervision and inspection of those repairs, DSA or the City of Sacramento.

STATUS:

The Field Act requires that DSA supervise the design and construction of any school building. A “school building” for purposes of the Field Act, is defined as any building used, or designed to be used, for community college purposes and constructed or altered by a district or other state agency. (Ed. Code, § 81130.5, subd. (b).) Under Title 24 of the California Code of Regulations, buildings constructed by a district for “non-school use” and district-wide administrative buildings on separate sites are not subject to the Field Act as long as pupils or teachers will not use the buildings for school purposes. (24 CCR 1, § 4-310.) If a building is not subject to the Field Act, then DSA’s review is limited to accessibility compliance requirements. To qualify for this exemption, the district must pass a resolution stating that the building shall not be used for school purposes and that no pupils or teachers will be permitted to use or enter the building for school purposes, and must provide DSA a copy of that resolution.

Tribute Road Property is not on or contiguous to any of the District’s instructional campuses or educational outreach centers. The building will contain no classroom space for students or any other instructional spaces and will only be used for administrative support functions. Only District administrative staff will use the facility and no students will attend classes in the

building. As noted above, the building will be used solely as an administration building and in support of the online college programs. As a result, it is not a school building.

RECOMMENDATION:

It is recommended that the Board of Trustees approve Resolution 2018-13, finding that Tribute Road will not be used for school purposes and is not a school building.



LOS RIOS COMMUNITY COLLEGE DISTRICT

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

RESOLUTION

№ 2018-13

DECLARATION OF TRIBUTE ROAD PROPERTY AS AN ADMINISTRATIVE BUILDING

WHEREAS, the purpose of the Field Act, which is outlined in the Education Code (“Code”), Title 1, Division 1, Part 10.5, Chapter 3, Article 3, (commencing with Section 17280) and Article 6 (commencing with Section 17365), and Title 3, Division 7, Part 49, Chapter 1, Article 3 (commencing with Section 81050) and Article 7 (commencing with Section 81130), is to protect the safety of students and school-based staff; and

WHEREAS, buildings constructed by a district for “non-school use” and district-wide administrative buildings on separate sites are not subject to the Field Act, and do not require Structural and Fire and Life Safety review and approval by the Division of the State Architect (“DSA”) as long as pupils or teachers will not use the buildings for school purposes. (24 CCR 1, § 4-310.); and

WHEREAS, the District owns the real property located at 1788 Tribute Road, Sacramento, California (“Tribute Road Property”); and

WHEREAS, the District needs to conduct repairs on the Tribute Road Property in order to use the building as an administration building to create a large, flexible staff training room to support the centralized administrative functions needed for the District’s distance learning programs; and

WHEREAS, the Tribute Road Property will contain no classroom space for students or any other instructional spaces. The Tribute Road Property will be used solely as an administration building. Only District administrative staff will use the facility and no students will attend classes in the building; and

WHEREAS, the Tribute Road Property is not on or contiguous to any of the District’s instructional campuses or educational outreach centers; and

NOW THEREFORE, BE IT RESOLVED, that the Board of Trustees (“Board”) finds that the Tribute Road Property is not on a school site, shall not be used for school purposes, and that no pupils or teachers will be permitted to use or enter the building for school purposes; and

BE IT FURTHER RESOLVED, that the Board finds that alterations, reconstruction, remodeling and expansion of the Tribute Road Property will include the employment of appropriately licensed architects and registered engineers to prepare the plans and specifications and for adequate inspection of materials and work of construction to ensure compliance with the applicable building and related codes and provisions, but such plans and specifications do not require Structural

and Fire and Life Safety review and approval by the DSA, and that the site shall be marked appropriately to indicate such a design process and posted by signage in accordance with law..

PASSED AND ADOPTED as Los Rios Community College District Resolution № 2018-13 this twelfth day of December, 2018, by the following called vote:

AYES	NOES	ABSENT
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Attest:


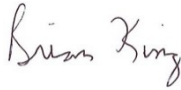
Pamela Haynes, Board President

Brian King,
Chancellor and Secretary to the Board

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 12, 2018

SUBJECT:	Student, Special Rate, Temporary Interpreter & Temporary Classified Salary Schedules	ATTACHMENT: Yes	
		ENCLOSURE: None	
AGENDA ITEM:	Action Item B	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	 Theresa Matista, Deputy Chancellor	CONSENT/ROUTINE	
		FIRST READING	
APPROVED FOR CONSIDERATION:	 Brian King, Chancellor	ACTION	X
		INFORMATION	

BACKGROUND:

The District salary schedule for Student Help employees needs to be improved to reflect the increase in the minimum wage to \$12.00 per hour, which takes effect on January 1, 2019. In addition, the District's Temporary Classified Salary Schedules were reviewed to ensure that all classifications were above the minimum wage as well as to determine if an overall improvement was necessary. The District has historically tied the Temporary Classified Schedule to 75% of the Step 1 rate for regular classifications. The Special Rate and Temporary Interpreter schedules are generally set relative to the market rate for some of the classifications. The temporary classified maintenance/service schedule is also revised to add the Cadet to Police Officer position.

STATUS:

The student help schedule will be increased to the minimum wage of \$12.00 per hour, effective January 1, 2019. Student help employees are not subject to OASDI and therefore the net wage for student employees is slightly higher than employment in the private sector. For temporary classified employment, the minimum hourly wage is set at \$12.60 to offset the OASDI deduction. The minimum hourly wage has compressed the hourly rates of clerical/secretarial/paraprofessional pay ranges 12 through 20 on this schedule. The recommended modification is to set \$0.20 increments between active pay ranges 12 through 20 on the clerical/secretarial/paraprofessional schedule, to ensure balanced hourly rates at these lower ranges. The other ranges on the schedule remain at the benchmark of 75% of step 1 rate for regular classifications. In addition, some positions will be removed from the schedules as a result of the elimination of the regular classification. The hourly rates for classified temporary employment under the Special Rate and Interpreter Temporary schedules are set as described above with minimum hourly rate of \$12.60.

RECOMMENDATION:

It is recommended that the Board of Trustees approve the salary schedules for student help/college work study employees, temporary classified employee's maintenance/service, temporary classified employee's clerical/secretarial/paraprofessional, special rate temporary classified employees, temporary interpreter salary schedules effective January 1, 2019.

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

Effective January 1, 2019

DRAFT

Classification #	Title		
001	Student Help	\$11.00	\$12.00
002	College Work Study	\$11.00	\$12.00

Board Approved:

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

Effective: January 1, 2019

DRAFT

Job Code Number	Miscellaneous Services	Part Time Hourly Rate	
0080	Art Model	\$17.50	
0068	Bookstore Aide	\$11.60	\$12.60
0044	College Reserve Police Officer*	\$27.85	\$33.51
0070	Education Services Aide	\$11.60	remove
0042	Police Communication Dispatcher*	\$19.03	
0045	Reader/Tutor I	\$11.60	\$12.60
0052	Reader/Tutor II	\$12.60	\$13.60
Community Swimming/Sports Programs			
0043	Assistant Coach	\$16.00	
0025	Asst. Sports Program Director	\$15.25	
0041	Athletic Trainer*	\$23.54	
0085	Intercollegiate Game Technician	\$12.00	\$12.60
0030	Lifeguard I (Lifeguard Training)	\$11.60	\$12.60
0035	Lifeguard II (Community Water Safety)	\$12.60	\$13.60
0050	Specialty Coach	\$21.00	
0020	Sports Program Director	\$26.25	
0005	Swimming Instructor I (CPR, First Aid, Community Water Safety)	\$11.60	\$12.60
0010	Swimming Instructor II (Lifeguard Training)	\$13.25	
Special Projects			
0077	Special Projects - Range I **	\$11.60 to \$49.99	\$12.60 to \$49.99
0077	Special Projects - Range II ***	\$50.00 to \$100.00	

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

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

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

Board Approved:

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

Effective January 1, 2019

DRAFT

Job Code	Title	Range	Part Time Hourly Rate	
T141	Account Clerk I	17	12.45	\$13.00
T142	Account Clerk II	21	13.64	
T143	Account Clerk III	25	14.93	
T649	Accountant	35	18.75	
T198	Accounting Specialist	40	21.01	
T131	Administrative Assistant I	26	15.28	
T133	Administrative Assistant II	28	16.00	
T285	Administrative Assistant III	30	16.73	
T654	Administrative Services Analyst	44	23.00	
T171	Admissions/Records Clerk I	17	12.45	\$13.00
T172	Admissions/Records Clerk II	20	13.33	\$13.40
T173	Admissions/Records Clerk III	23	14.27	
T145	Admissions/Records Evaluator I	24	14.60	
T151	Admissions/Records Evaluator II	28	16.00	
T163	Admissions/Records Evaluator/Degree Auditor	29	16.36	
T819	Alternate Media Specialist	37	19.62	
T634	Animal Health Instructional Technician	30	16.73	
T798	Assessment Center Testing Coordinator	38	20.07	
T602	Assistant Financial Aid Officer	35	18.75	
T313	Assistant Technical Director - Visual & Performing Arts Center (VAPAC) Harris Center for the Arts (HCA)	37	19.62	
T742	Attendance Services Assistant	27	15.63	
T185	Bookstore Assistant Manager	37	19.62	
T182	Bookstore Clerk I (Temporary only)	16	12.17	\$12.80
T186	Bookstore Clerk II	18	12.74	\$13.20
T184	Bookstore Stock Clerk	21	13.64	
T869	Building Automation and Systems Integration Analyst	57	30.92	
T804	Business Services Assistant	35	18.75	
T183	Buyer - Bookstore I Bookstore Buyer I	21	13.64	
T195	Buyer - Bookstore II Bookstore Buyer II	25	14.93	
T126	Buyer I	21	13.64	
T127	Buyer II	25	14.93	
T128	Buyer III	29	16.36	
T116	Child Development Center Associate Teacher	12	11.60	\$12.60
T810	Child Development Center Clerk	20	13.33	\$13.40
T199	Child Development Center Lead Teacher	35	18.75	
T194	Child Development Center Teacher	26	15.28	
T192	Child Development Services Analyst	38	20.07	
T101	Clerk I (Temporary only)	12	11.60	\$12.60
T102	Clerk II	16	12.17	\$12.80
T103	Clerk III	20	13.33	\$13.40
T191	College Development Officer	35	18.75	
T650	College Relations Specialist	38	20.07	
T104	Community Services Clerk	22	13.95	remove
T739	Computer Aided Drafting and Design Assistant	42	21.98	
T803	Contract Education Program Developer	56	30.23	

T123	Control Center Technician	22	13.95	
T169	Cosmetology Service Assistant	30	16.73	
T109	Counseling Clerk I	17	12.45	\$13.00
T110	Counseling Clerk II	21	13.64	
T744	Data Communications Security Specialist	61	33.86	
T283	Digital Communications Specialist	44	23.00	
T129	Disabled Student Programs & Services (DSP&S) Clerk	17	12.45	\$13.00
T282	District Financial Aid Specialist	40	21.01	
T167	Educational Center Assistant	25	14.93	
T108	Educational Center Clerk	22	13.95	
T806	Educational Media Design Specialist	37	19.62	
T646	Electronics Calibration and Repair Technician	38	20.07	
T180	Employee Benefits Specialist	40	21.01	
T175	Employee Benefits Technician	29	16.36	
T287	Energy Management Controls Specialist	57	30.92	
T312	Event Services Specialist – Visual & Performing Arts Center (VAPAC)	36	19.18	remove
T705	Facilities Planning and Engineering Specialist	56	30.23	
T700	Facilities Planning Specialist	49	25.78	
T138	Financial Aid Clerk I	17	12.45	\$13.00
T140	Financial Aid Clerk II	21	13.64	
T604	Financial Aid Officer	38	20.07	
T743	Fiscal Services Accounting Specialist	40	21.01	
T149	Grant Coordination Clerk	20	13.33	\$13.40
T236	Graphic Artist	28	16.00	
T801	Graphic Designer	29	16.36	
T168	Health Services Assistant	21	13.64	
T718	Information Technology Business/Technical Analyst I	57	30.92	
T723	Information Technology Business/Technical Analyst II	61	33.86	
T748	Information Technology Network Administrator Analyst I	57	30.92	
T749	Information Technology Network Administrator Analyst II	61	33.86	
T726	Information Technology Specialist I	44	23.00	
T729	Information Technology Specialist II	50	26.37	
T745	Information Technology Systems/Database Administrator Analyst I	57	30.92	
T746	Information Technology Systems/Database Administrator Analyst II	61	33.86	
T242	Information Technology Cable Plant Assistant	50	26.37	
T809	Information Technology Technician I	25	14.93	
T152	Information Technology Technician II	31	17.12	
T208	Instructional Assistant	28	16.00	
T166	Instructional Services Assistant I	24	14.60	
T808	Instructional Services Assistant II	27	15.63	
T207	Laboratory Technician	28	16.00	
T741	Lead Instructional Assistant	30	16.73	
T866	Lead Instructional Services Assistant	29	16.36	
T600	Lead Laboratory Technician	30	16.73	
T241	Lead Library Technician	28	16.00	
T114	Library Technician	26	15.28	
T105	Maintenance/Operations Clerk	22	13.95	
T740	Marketing Specialist – Economic Development Center	50	26.37	remove
T231	Media Systems/Resources Specialist	50	26.37	
T200	Media Systems/Resources Technician I	32	17.51	
T223	Media Systems/Resources Technician II	38	20.07	
T115	Operations Technician	24	14.60	
T618	Outreach Specialist	38	20.07	
T660	Payroll Accountant	36	19.18	

T146	Payroll Clerk I	23	14.27	
T147	Payroll Clerk II	25	14.93	
T652	Payroll Specialist	40	21.01	
T179	Payroll Technician	29	16.36	
T702	Printing Assistant	35	18.75	
T106	Printing Services Operator I	17	12.45	\$13.00
T107	Printing Services Operator II	20	13.33	\$13.40
T178	Printing Services Operator III	23	14.27	
T802	Printing Technician	33	17.92	
T812	Program Assistant – REBRAC	23	14.27	remove
T197	Program Assistant – Tech Prep	23	14.27	remove
T268	Programmer I	44	23.00	
T269	Programmer II	50	26.37	
T174	Public Relations Specialist	38	20.07	
T640	Public Relations Technician	30	16.73	
T633	Public Services Assistant	35	18.75	remove
T890	Recruit Training Officer (Temporary only)	64	36.26	
T807	Research Analyst	50	26.37	
T639	Risk Management Specialist	40	21.01	
T417	Sacramento Regional Public Safety Training Center (SRPSTC) Developer	56	30.23	
T125	Senior Buyer/Contract Specialist	40	21.01	
T735	Senior Information Technology Business/Technical Analyst	64	36.26	
T750	Senior Information Technology Network Administrator Analyst	64	36.26	
T196	Senior Information Technology Specialist	57	30.92	
T747	Senior Information Technology Systems/Database Administrator Analyst	64	36.26	
T731	Senior Information Technology Technician	38	20.07	
T276	Senior Programmer	57	30.92	
T158	Staff Resources Center Assistant	28	16.00	
T641	Student Affairs Specialist	44	23.00	
T124	Student Personnel Assistant	28	16.00	
T683	Student Success and Support Program (SSSP) Specialist	38	20.07	
T707	TANF/CalWORKs Specialist	38	20.07	
T271	Telecommunications System Coordinator	57	30.92	
T272	Telecommunications System Designer	57	30.92	
T234	Theatre Technician	28	16.00	
T281	Ticket Office/Customer Relations Assistant - Visual & Performing Arts Center	28	16.00	
T630	Tutorial Services Assistant	35	18.75	
T130	Web & Media Design Specialist	44	23.00	

Board Approved:

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

Effective January 1, 2019

DRAFT

Job Code	Title	Range	Part Time Hourly Rate	
T217	Cadet to Police Officer (Temporary only)	27	16.12	
T202	Campus Patrol (Temporary only)	19	13.64	
T850	College Receiving Clerk/Storekeeper	24	15.14	
T210	College Safety Officer	27	16.12	
T206	Custodian	21	14.21	
T230	Environmental Systems Technician	37	19.99	
T256	Equipment Mechanic I	35	19.14	
T253	Equipment Mechanic II	39	20.89	
T221	Grounds Irrigation Specialist/Groundskeeper	31	17.56	
T220	Grounds Maintenance Technician	31	17.56	
T211	Groundskeeper	23	14.81	
T209	Head Custodian	25	15.45	
T258	Head Grounds Maintenance Technician	35	19.14	
T213	Head Groundskeeper	27	16.12	
T243	HVAC Mechanic	39	20.89	
T239	Lead Custodian	23	14.81	
T251	Lead Equipment Mechanic	41	21.83	
T235	Lead HVAC Mechanic	42	22.31	
T263	Lead Maintenance Cabinetmaker	41	21.83	
T250	Lead Maintenance Electrician	42	22.31	
T218	Lead Maintenance Electronic/Alarm Technician	42	22.31	
T252	Lead Maintenance Painter	41	21.83	
T227	Lead Maintenance Plumber	42	22.31	
T278	Lead Maintenance Technician	33	18.33	
T232	Lead Physical Education/Athletic Attendant	24	15.14	
T229	Lead Skilled Maintenance Specialist	37	19.99	
T244	Locksmith/Glazier	39	20.89	
T245	Maintenance Cabinetmaker	39	20.89	
T262	Maintenance Carpenter	39	20.89	
T246	Maintenance Electrician	39	20.89	
T261	Maintenance Electronic/Alarm Technician	39	20.89	
T247	Maintenance Painter	39	20.89	
T248	Maintenance Plumber	39	20.89	
T255	Maintenance Roofer/Carpenter	39	20.89	
T215	Maintenance Technician I	29	16.82	
T222	Maintenance Technician II	31	17.56	
T201	Mechanical/Electrical Systems Mechanic	37	19.99	
T260	Mechanical/Electrical Systems Technician	37	19.99	
T259	Police Detective	40	21.35	
T233	Physical Education/Athletic Attendant	22	14.51	
T228	Skilled Maintenance Specialist	35	40.44	remove
T203	Stock Clerk	21	14.21	
T226	Toolroom Equipment Attendant	23	14.81	
T204	Utility Worker	21	14.21	
T249	Welder/Sheetmetal Worker	39	20.89	remove

Board Approved:

**Los Rios Community College District
Temporary Interpreter Salary Schedule
Effective January 1, 2019**

DRAFT



Number	Title	<i>Part Time Hourly Rate:</i>	Level I	Level II	Level III	Level IV
081	Student Intern		\$11.60 \$12.60	\$12.60 \$13.60	-----	-----
082	Beginning Interpreter		\$13.00 \$14.00	\$15.00	\$16.00	\$17.00
083	Intermediate Interpreter		\$19.00	\$21.00	\$23.00	\$25.00
084	Advanced Interpreter		\$32.00	\$35.00	-----	-----

Board Approved:

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 12, 2018

SUBJECT:	Salary Schedule Modification – Adjunct Office Hours	ATTACHMENT: Yes	
		ENCLOSURE: None	
AGENDA ITEM:	Action Item C	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	 Theresa Matista, Deputy Chancellor	CONSENT/ROUTINE	
		FIRST READING	
APPROVED FOR CONSIDERATION:	 Brian King, Chancellor	ACTION	X
		INFORMATION	

BACKGROUND:

In the 2018-19 State budget, an additional \$50 million in one-time funding is allocated to support compensation to adjunct faculty for office hours. Adjunct office hours is a long-standing program where districts voluntarily participate and are eligible to receive up to 50% reimbursement of the cost. Historically, districts have not received the 50% maximum. For 2016-17, Los Rios’ cost was \$1,034,668 and we received \$152,970, or 15%. The one-time funds will use the same reimbursement process as the ongoing and are projected to be more than sufficient to fund 50% of 2018-19 claims. Remaining funds will be carried forward to 2019-20. Los Rios has offered office hours to our adjunct classroom faculty since the inception of this program. The District and the LRCFT have used our own resources to continue and expand the program as State reimbursements have varied significantly. The LRCFT has also expressed an interest in increasing the hourly rate for office hours but there has not been sufficient resources. As the Statewide allocation could support that interest, the LRCFT requested that the District negotiate a one-time increase in the hourly rate for 2018-19. If funds remain for 2019-20, the District and LRCFT will meet to determine if the funds are sufficient to increase the hourly rate for the 2019-20 year as well.

STATUS:

The District and the LRCFT reviewed different options for the 2018-19 year. Because we were not receiving the maximum (50%) reimbursement, we could increase the hourly rate without any added cost to the unit. The agreement was to use the Class 3, Step 1 rate from the B2 salary schedule of \$41.72, a \$7.59 per hour increase over the current rate. The number of hours per semester range from nine to 36 dependent upon teaching load as well as the allowance for faculty to request a lower number based upon their availability.

RECOMMENDATION:

It is recommended that the Board of Trustees approve for the 2018-19 academic year, payment of adjunct office hours at the Class 3, Step 1 rate from the B2 salary schedule per the attached memorandum of understanding between the LRCFT and the District.

LOS RIOS COMMUNITY COLLEGE DISTRICT
 Memorandum of Understanding
 LRCFT
Adjunct Office Hours – One-time Funding

Background

In the 2018-19 budget, \$50 million in one-time funding was allocated to support compensation to adjunct faculty for office hours. The CCCCO recently provided guidance as to how the funds will be distributed. The determination is to use the existing reimbursement process for part-time office hours where districts report at the end of the fiscal year, the compensation paid for office hours. The CCCCO will then reimburse districts up to a maximum of 50% of the reported costs. Historically, districts have not received the 50% maximum. For 2016-17, Los Rios' cost was \$1,034,668 and we received \$152,970, or 15%. The Statewide total in 2016-16 was \$7,172,000 making Los Rios' share was 2.1%. In 2017-18, we doubled the office hours. The cost went from \$1,034,668 to \$2,230,166. For 2017-18, the total statewide is \$12,172,000 and the District projected that we would receive \$530,000 of the \$2.23 million spent.

We can expect to receive 50% reimbursement for 2018-19. If office hour costs were the same then the District (LRCFT) will receive a total of \$1.12 million, resulting in \$580,000 savings to the unit. If office hours were increased by \$1M which is the estimate for payment using the range and step of each faculty member for the B2 rate then the net impact to the unit resources is almost nil.

	State				
	Los Rios Cost	Reimbursement	%	Net Cost	Savings
2016-17	\$ 1,034,668	\$ 152,970	15%	\$ 881,698	
2017-18	2,230,166	534,169	24%	1,695,997	<i>Baseline</i>
2018-19 Status Quo	2,230,166	1,115,083	50%	1,115,083	\$ 580,914
2018-19 Class 2, Step 1	2,479,124	1,239,562	50%	1,239,562	456,435
2018-19 Class 3, Step 1	2,726,121	1,363,061	50%	1,363,061	332,937
2018-19 + \$1M*	3,230,166	1,615,083	50%	1,615,083	80,914
<i>Class 2 and 3 calculations</i>					
\$37.94 - \$34.13	\$ 3.81		11.2%		
\$41.72 - \$34.13	\$ 7.59		22.2%		

* Cost if paid at placement on B1

Of note, the \$50 million funding are available over two years if not entirely consumed in 2018-19. Most likely there will be residual funds but not necessarily enough to support a 50% reimbursement in 2019-20.

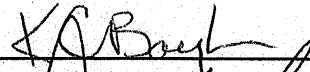
In 2017-18, the average annual payment was \$960 (total participants fall and spring was 1,991 and the total salaries were \$1,991,721. The class 3 step 1 option above would equate to \$546 additional annual at 36 hours per term.

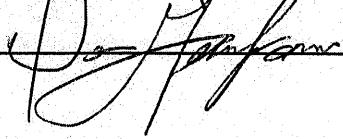
It is agreed:

For 2018-19, adjunct office hours will be paid using Class 3, step 1 of the B2 schedule. The intent is to use the same basis for 2019-20 utilizing State funds and/or LRCFT unit funds to support this compensation improvement for two years but that determination in the fall 2019 term based upon projected availability of funding.

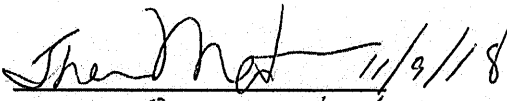
The savings from the 2018-19 year as projected above will be directed to support adjunct faculty benefits.

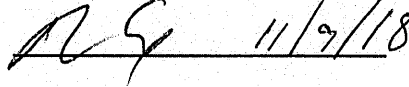
For the LRCFT





For the District


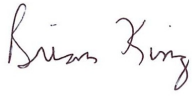
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LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 12, 2018

SUBJECT:	2017-18 Annual Audit Report	ATTACHMENT: None	
		ENCLOSURE: Yes	
AGENDA ITEM:	Action Item D	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	 Theresa Matista, Deputy Chancellor	CONSENT/ROUTINE	
		FIRST READING	
APPROVED FOR CONSIDERATION:	 Brian King, Chancellor	ACTION	X
		INFORMATION	

BACKGROUND:

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

Recently, Vavrinek, Trine, Day & Co., LLP (VTD) completed their second annual audit of District funds; including a review of Measure ‘A’ and Measure ‘M’ bond funds as required by Proposition 39, the retiree health benefits trust, and of the Foundation for the year ended June 30, 2018. The audit was successfully completed without any significant deficiencies, material weaknesses, or findings for the fifth consecutive fiscal year.

A representative from VTD will be present to comment and respond to questions concerning the annual audit.


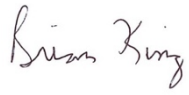
RECOMMENDATION:

It is recommended that the Board of Trustees receive the audited financial statements for the 2017-18 fiscal year.

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 12, 2018

SUBJECT:	LRCCD Foster Youth Update	ATTACHMENT: None	
		ENCLOSURE: None	
AGENDA ITEM:	Information Item A	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	 Jamey Nye, Vice Chancellor Education & Technology	CONSENT/ROUTINE	
		FIRST READING	
APPROVED FOR CONSIDERATION:	 Brian King, Chancellor	ACTION	
		INFORMATION	X

BACKGROUND:

In accordance with Chapter 771, Statute 2014, the Board of Governors entered into agreements with ten districts to provide additional funds, separate and apart from existing funding, for services in support of postsecondary education for foster youth through a supplemental component of the existing Extended Opportunity Programs and Services (EOPS) program. The supplemental component introduced to the field was the Cooperating Agencies Foster Youth Educational Support (CAFYES) program, which required the 10 pilot districts to establish an educational program that provides services promoting their academic success. The purpose of CAFYES was to encourage the enrollment, retention and transfer of current and former foster youth who met eligibility requirements.

The Board of Governors later revised Chapter 771, Statutes 2014, which is now reflected in Chapter 722, Statutes 2017. Through this revision NextUp was developed as the CAFYES replacement. NextUp remains a supplemental component of the existing Extended Opportunity Programs and Services (EOPS) program. The purpose of NextUp is to strengthen the capacity of community college districts to support the higher education success, health and well-being of some of the nearly 13,000 current and former foster youth who are enrolled in California's community colleges.

STATUS:

All Colleges within Los Rios are participating in the NextUp Program to support the academic success, health and well-being of current and former foster youth who are enrolled in our district.

RECOMMENDATION:

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