

LOS RIOS COMMUNITY COLLEGE DISTRICT

BOARD MEETING AGENDA Wednesday, December 18, 2019 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 of Officers <i>(page 3)</i>	Board President
B. 2020 Dates of Regular Meetings <i>(page 4)</i>	Board President
C. Authorization to Attend Meetings <i>(page 6)</i>	Board President
D. Reaffirm District Policies <i>(page 7)</i>	Board President
E. Representation to Education Associations <i>(page 8)</i>	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 13, 2019 <i>(page 9)</i>	Brian King
B. 2021-2022 Academic Calendar/Summer Session 2021 <i>(page 18)</i>	Jamey Nye
C. Curriculum Proposals: ARC/FLC/CRC/SCC <i>(page 20)</i>	Jamey Nye
D. Board Policy Revisions: P-2215 Transcript of Records <i>(page 43)</i>	JP Sherry
E. Special Event Authorization <i>(page 45)</i>	JP Sherry
F. Disposition of Stale District Records <i>(page 46)</i>	Mario Rodriguez
G. Disposition of Surplus Equipment – Salvage Value Greater than \$5,000 <i>(page 55)</i>	Mario Rodriguez
H. Disposition of Surplus Equipment <i>(page 56)</i>	Mario Rodriguez
I. Ratify: Grants & Contracts Awarded <i>(page 57)</i>	Brian King
J. Ratify: Bid Transactions <i>(page 58)</i>	Mario Rodriguez
K. Ratify: Affiliation and Other Agreements <i>(page 59)</i>	Mario Rodriguez
L. Purchase Orders, Warrants, Checks and Electronic Transfers <i>(page 61)</i>	Mario Rodriguez
M. Short-Term Temporary Employee Projections <i>(page 63)</i>	Jamey Nye
N. Human Resources Transactions <i>(page 65)</i>	Jamey Nye
5. COLLECTIVE BARGAINING	
A. 2020-2023 Initial Collective Bargaining Proposals for LRCFT and LRCCD <i>(page 82)</i>	Jamey Nye

B. 2020-2023 Initial Collective Bargaining Proposals for LRCEA and LRCCD (page 87)	Jamey Nye
C. 2020-2023 Initial Collective Bargaining Proposals for SEIU and LRCCD (page 169)	Jamey Nye

6. ACTION	
A. 2018-19 District Audit Report (page 174)	Mario Rodriguez
B. 2019-20 Program Development Funds (page 175)	Mario Rodriguez
C. Student, Special Rate, Temporary Interpreter & Temporary Classified Salary Schedules (page 186)	Mario Rodriguez
D. Procedures for Filling Trustee Area 4 Vacancy (page 194)	JP Sherry

7. BOARD MEMBER REPORTS

8. FUTURE AGENDA ITEMS

- 9. REPORTS and COMMENTS**
- Student Association
 - Classified Senate
 - Academic Senate
 - Other Recognized Constituencies
 - Chancellor’s Report

- 10. CLOSED SESSION**
Closed session may be held as authorized by law for matters including, but not limited to collective bargaining (Rodda Act), Education Code provisions, pending litigation, etc.
- A. Pursuant to Government Code section 54957: Complaint against Public Employee
- B. Pursuant to Government Code section 54597: Public employee discipline/dismissal/release

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

12. ADJOURNMENT

LOS RIOS BOARD OF TRUSTEES			
John Knight President ▪ Area 3	Robert Jones Vice President ▪ Area 2	Dustin Johnson ▪ Area 1 Vacant ▪ Area 4 Pamela Haynes ▪ Area 5	Deborah Ortiz ▪ Area 6 Tami Nelson ▪ Area 7 Isabella-Marie Engel ▪ Student Trustee
Regular Board Meetings are generally held every second Wednesday of the month at 5:30 pm ▪ <i>Note: Meeting times and locations are subject to change. For current information, call the District Office at (916) 568-3021.</i>			
Next Meeting: January 15, 2020 ▪ 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 18, 2019

SUBJECT:	Election of Officers	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	

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 18, 2019

SUBJECT:	2020 Dates of Regular Board Meetings	ATTACHMENT: Yes	
		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	

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 2020 board meeting calendar.

LOS RIOS

COMMUNITY COLLEGE DISTRICT

2020 Board Meeting Calendar

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

JANUARY				JULY			
		15			8 Study Session		
FEBRUARY				AUGUST			
		19			12		
MARCH				SEPTEMBER			
6-7*	11 CRC				9		
APRIL				OCTOBER			
		15		9-10*	14		
MAY				NOVEMBER			
	13 ARC					18 SCC	
JUNE				DECEMBER			
	10 FLC-RC					16	

*Board Retreat Dates

Convocation Dates: January 17, 2020, August 21, 2020

Graduation: May 20, 2020

MEETING LOCATIONS:

Meetings are held in the District Office Board Room, unless otherwise noted. All meeting location addresses for 2020 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

FLC-Rancho Cordova Center (RC): 10259 Folsom Blvd., Rancho Cordova, CA 95670

Sacramento City College (SCC): 3835 Freeport Boulevard, Sacramento, CA 95822

Draft: December 2019

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 18, 2019

SUBJECT:	Authorization to Attend Meetings	ATTACHMENT: None	
		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	
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 18, 2019

SUBJECT:	Reaffirm District Policies	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 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 18, 2019

SUBJECT:	Representation to Education Associations	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.

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)	Vacant 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 18, 2019

SUBJECT:	Board Meeting Minutes: November 13, 2019	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 13, 2019 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 13, 2019.

LOS RIOS COMMUNITY COLLEGE DISTRICT
Board Meeting Minutes
Wednesday, November 13, 2019

1. CALL TO ORDER

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

Present:

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

Isabella-Marie Engel, Student Trustee

Dr. Brian King, Chancellor

Absent:

Ms. Tami Nelson

2. ORAL COMMUNICATIONS

President Knight and the Board of Trustees honored Ruth Scribner for her 23 years of dedicated service to the Board. She was presented the Crystal Apple in recognition of her outstanding contributions to education.

Edwin Fagen addressed the Board of Trustees regarding the lack of availability of evening courses in Economics at Cosumnes River College.

Laurie Jones addressed the Board of Trustees regarding Aramark's food services.

3. CONSENT CONSIDERATIONS

A motion was made by Trustee Ortiz, seconded by Trustee Haynes, that the Board of Trustees approve Consent Consideration items A through O.

Roll Call Vote:

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

No: None

Absent: Nelson

*Student Trustee: Aye
Motion carried; 6:0*

A. *Board Meeting Minutes: October 4-5 and 16, 2019*

That the Board of Trustees approve the minutes of the meetings held on October 4-5 and 16, 2019.

B. *Scheduling of Board of Trustees Annual Organizational Meeting*

That the Board of Trustees schedule the annual organizational meeting for Wednesday, December 18, 2019 at 5:30 p.m.

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

That the Board of Trustees approve the curriculum proposals for American River, Cosumnes River, and Sacramento City College listed in the board agenda packet.

D. *Board Policy Revisions: P-8254 Gifts, Devises, and Bequests and 8431 Naming of Facilities and Areas and Approval of Foundation Procedures*

That the Board of Trustees approve the proposed revisions to the policies and Foundation procedures listed in the board agenda packet.

E. *Claim: Christine Stein*

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

F. *Claim*

This item was removed from the November board agenda.

G. *District Quarterly Financial Status Report (311Q)*

That the Board of Trustees receive the September 30, 2019 Quarterly Financial Status Report (CCFS-311Q) and the related financial statements.

H. *Los Rios Colleges Foundation – Quarterly Investment Report*

That the Board of Trustees receive the Foundation Quarterly Investment Report for the quarter ended September 30, 2019.

I. *Disposition of Surplus Equipment*

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

81452.

J. Ratify: Grants and Contracts Awarded

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

Title, Description, Term, Project Administrator	College/Unit	Amount	Source
SCOE CSPP QRIS Block Grant <ul style="list-style-type: none"> Funding to increase the number of children in low-income areas with opportunities to attend high-quality state preschool programs. 7/01/2019 through 6/30/2021 Administrator: Diana Hicks / Dean of Humanities 	ARC	\$26,660	Sacramento County Office of Education
Regional Director-Employer Engagement (formerly DSN) <ul style="list-style-type: none"> Funding for Sacramento City College to host and supervise the North/Far North region Regional Director program for Health Sector for professional development. 7/01/2019 through 9/30/2020 Administrator: Gabriel Meehan / Dean of Humanities 	SCC	\$200,000	California Community College Chancellor's Office/ Workforce Economic Development Division

K. 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
17021	CRC College Center Expansion	\$135,616.00	3	John F. Otto Inc.	\$21,337,965.88

L. 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
Galt Pharmacy	Pharm Tech	CRC	09/10/19	Evergreen
Remedy RX	Pharm Tech	CRC	09/19/19	Evergreen

Eye Surgery Center of Northern CA	RN/LVN	SCC	09/27/19	Evergreen
RehabVisions	PTA/OTA	SCC	10/09/19	Evergreen
Nikki Chauhan, DDS	Dental Asst.	SCC	10/07/19	Evergreen

2. 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
FLC	Facility Use Permit	FLC-19-055
CRC	Facility Use Permit	C20-0062
CRC	Facility Use Permit	C20-0063
CRC	Facility Use Permit	C20-0064
CRC	Facility Use Permit	C20-0065
SCC	Facility Use Permit	S20-0020
SCC	Facility Use Permit	S20-0047
SCC	Facility Use Permit	S20-0049
SCC	Facility Use Permit	S20-0051
SCC	Facility Use Permit	S20-0053
Harris Center	Facility Use Permit	14184
Harris Center	Facility Use Permit	14295
Harris Center	Facility Use Permit	14348
Harris Center	Facility Use Permit	14356
Harris Center	Facility Use Permit	14359
Harris Center	Facility Use Permit	14362
Harris Center	Facility Use Permit	14363
Harris Center	Facility Use Permit	14365
ARC	Facility Use Permit	1098
ARC	Facility Use Permit	1099
ARC	Facility Use Permit	1100
ARC	Facility Use Permit	1101
ARC	Facility Use Permit	1102
ARC	Facility Use Permit	1103
ARC	Facility Use Permit	1104
ARC	Facility Use Permit	1105
ARC	Facility Use Permit	1106
ARC	Facility Use Permit	1107
ARC	Facility Use Permit	1108
ARC	Facility Use Permit	1109

M. 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 schedule below.

PURCHASE ORDERS		
General Fund	0001107846-001108946 B200757-B200833	\$ 2,828,659.65
Capital Outlay Fund	0003018320-0003018411	

Child Development Fund	0006000903-0006000908 B620016-B620016	
Self-Insurance Fund	-	
WARRANTS		
General Fund	784693-786027	\$ 22,026,667.08
General Fund-ARC Instructional Related	010131-010264	
General Fund-CRC Instructional Related	023493-023516	
General Fund-FLC Instructional Related	031608-031625	
General Fund-SCC Instructional Related	047971-048063	
Capital Outlay Fund	834208-834293	
Student Financial Aid Fund	900499-900530	
Child Development Fund	954758-954776	
Self-Insurance Fund	976568-976572	
ODSFD	-	
Payroll Warrants	448772-450478	\$ 8,934,927.24
Payroll Vendor Warrants	66141-66281	
October Leave Process	450479-452060	
CHECKS		
Financial Aid Disbursements (E-trans)	-	\$ 6,260,551.75
Clearing Checks	2816-2816	\$ 634.00
Parking Checks	3146-3149	\$ 145.00
Bookstore Fund – ARC	33945-34003	\$ 1,046,580.84
Bookstore Fund – CRC	28740-28840	
Bookstore Fund – FLC	10696-10767	
Bookstore Fund – SCC	51354-51420	
Student Clubs Agency Fund – ARC	5938-6002	\$ 202,605.70
Student Clubs Agency Fund – CRC	5242-5291	
Student Clubs Agency Fund – FLC	2762-2785	
Student Clubs Agency Fund – SCC	4309-4330	
Foundation – ARC	6542-6578	\$ 101,719.20
Foundation – CRC	2778-2816	
Foundation – FLC	1871-1890	
Foundation – SCC	5274-5326	
Foundation – DO	1136-1142	
Associated Students Trust Fund – ARC	1019-1022	\$ 23,113.63
Associated Students Trust Fund – CRC	0907-0911	
Associated Students Trust Fund – FLC	0746-0750	
Associated Students Trust Fund – SCC	-	
Regional Performing Arts Center Fund	USI Check System 7012-7136 Manual checks: 9240-9241	\$ 930,627.27
ELECTRONIC TRANSFERS		
Board of Equalization	-	\$
PARS	-	\$
Vendors	-	\$
International Wire- Ethan Way Center	-	\$
Backup Withholding	-	\$ -
Retiree Health Trust	-	\$ -
Self-Insurance	-	\$ 105,203.87
Bookstore	-	\$ 35,189.18
Payroll Direct Deposit Advices	999879-1004857	\$ 12,326,829.26

Other Payroll Transactions	-	\$ 4,411.00
Foundation Scholarships	-	\$ 1,000.00

STALE DATED WARRANT					
Payee (Employee ID)	Date Requested	Original Date	Original No	Reissued No	Amount
34425	10/1/19	9/16/13	684012	785979	\$462.77

N. 2019-20 Sabbaticals/Professional Development Leaves

That the Board of Trustees approve the sabbatical/professional development leaves for the 2019-20 year.

O. 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 2020 Board Meeting Calendar

The draft 2020 board meeting calendar was presented to the Board of Trustees for first reading. The November 2020 date will be revised to November 18 due to the Veterans' Day holiday on November 11.

B. Board Policy Revision: P-2215 Transcript of Records

The revision to P-2215 Transcript of Records was presented to the Board of Trustees for first reading.

5. ACTION

A. Contract Award: ARC Chilled Water Plant Upgrade

A motion was made by Trustee Haynes, seconded by Trustee Ortiz, that the Board of Trustees award the contract to Division 515 for base bid only with a total award of \$1,598,515.00.

Roll Call Vote:

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

No: None

Absent: Nelson

Student Trustee: Aye

Motion carried; 6:0

6. INFORMATION

A. Incarcerated in College and Beyond: Transforming Lives

Folsom Lake College faculty and staff presented an overview of the Prison Education Program for the Board's information.

7. BOARD MEMBER REPORTS

There were no board member reports.

8. FUTURE AGENDA ITEMS

Trustee Johnson inquired about how sabbaticals that are approved on the consent agenda are reported out after the fact, and if the Board could see the results. Deputy Chancellor Nye stated these are tracked by HR and can be provided via board update.

9. REPORTS AND COMMENTS

The following constituency representatives presented reports to the Board:

Lia Gugava, Folsom Lake College Associated Student Body
Lindsey Campbell, President, Folsom Lake College Classified Senate
Gary Aguilar, President, Districtwide Academic Senate
James Telles, LRCFT

Chancellor's Report:

ARC: ARC music major Kyle Cremat won the statewide competition in composition from the Music Association of California Community Colleges. Kyle won first place with his composition "Fire & Fury Marveilleuse Etude No. 1" and "Unfathomable Desire Marveilleuse Etude No. 3" for piano. ARC Music professor Dr. Joe Gilman is Kyle's instructor. This is the second straight year that an ARC student has won this prestigious competition.

CRC: Cosumnes River College recently hosted approximately 350 area high school students for the Career Education Expo. The event occurs in partnership with college outreach staff and most of CRC's career education programs. Professors from those programs spoke about what they offer students and gave insight into some of the career paths available to those who take courses at the college. Students split off into groups and attended breakout sessions in the programs they were most interested in, toured the facilities of those programs and then participated in demonstrations or interactive activities to get a better understanding of what their options are at CRC.

FLC: Folsom Lake College was recently recognized as one of the top schools in the nation following the National Cyber League Spring 2019 season. The biannual cybersecurity competition for high school and college students consists of a series of challenges that allows students to

demonstrate their ability to identify hackers from forensic data, break into vulnerable websites, and recover from ransomware attacks. The 4th place FLC student team beat out national programs like New York University (#5) and the SANS Technology Institute (#6), as well as a local favorite, UC Davis (#10).

SCC: KVIE recently came to Sacramento City College to interview several students and professors for their "Inside California Education" series. The episode featuring SCC will air Wednesday, Nov. 20, at 7:30 p.m. on KVIE. Links to the stories should be available at insidecaled.org once they have aired.

Chancellor King announced the following retirements:

Retirement			Years of Service
Mary Swanson	Accountant	FLC	13
Kathleen Fox	Nursing Professor	ARC	14+

10. ADJOURNMENT

A motion was made by Trustee Johnson, seconded by Trustee Haynes, that the meeting be adjourned in honor of Trustee Ruth Scribner.

President Knight adjourned the meeting at 7:10 pm.

BRIAN KING



Chancellor and Secretary to the Board of Trustees

Draft minutes presented to the Board of Trustees: December 18, 2019

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 18, 2019

SUBJECT:	2021-2022 Academic Calendar/Summer Session 2021	ATTACHMENT: Yes	
		ENCLOSURE: None	
AGENDA ITEM:	Consent Item B	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	 Jamey Nye, Deputy 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 2021-2022 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 2021--2022 as proposed.

**LOS RIOS COMMUNITY COLLEGE DISTRICT
2021-2022 ACADEMIC CALENDAR - DRAFT**

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

SUMMER SESSION 2021*

Instruction Begins	June 7	Monday
Independence Day (in lieu of 4 th)	July 5	Monday
Instruction Ends	August 5	Thursday
Grades Due	August 9	Monday
	35 Days	

FALL SEMESTER 2021*

Instructional Improvement Days	August 19, 20	Thursday, Friday
Instruction Begins	August 21	Saturday
Labor Day Holiday	September 6	Monday
Census Date for Fall Semester Classes	September 7	Tuesday
Veterans Day	November 11	Thursday
Last Day to Withdraw from Full Semester Classes	November 16	Tuesday
Thanksgiving Recess	Nov. 25-Nov.28	Thursday-Sunday
Finals	December 10-16	Friday - Thursday
End of Semester	December 16	Thursday
Winter Recess	Dec. 17-Jan. 3	Friday - Monday
Grades Due (1 st day campus is open in Jan)	January 4, 2022	Tuesday
	82 Days	

SPRING SEMESTER 2022*

Instructional Improvement Days	January 13,14	Thursday, Friday
Instruction Begins	January 15	Saturday
Dr. Martin Luther King, Jr. Day	January 17	Monday
Census Date for Spring Semester Classes	January 31	Monday
Lincoln Day	February 18	Friday
Washington Day	February 21	Monday
Spring Recess	Apr. 11- 17	Monday-Sunday
Last Day to Withdraw from Full Semester Classes	April 17	Sunday
Finals	May 12-May18	Thursday-Wednesday
End of Semester	May 18	Wednesday
Grades Due (7 days after end of semester)	May 25	Wednesday
Memorial Day	May 30	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 18, 2019

SUBJECT:	Curriculum Proposals: American River, Cosumnes River and Sacramento City Colleges	ATTACHMENT: Yes	
		ENCLOSURE: None	
AGENDA ITEM:	Consent Item C	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	 Jamey Nye, Deputy 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 December 6, 2019 meeting.

The District Curriculum Coordinating Committee membership includes the following representatives: American River College – Valerie Rose (chair), Joe Gilman, Al Ahmadi; Cosumnes River College – Brian Noel, Amanda Wolcott-Paskey, Juana Esty; Folsom Lake College – Rose Giordano, Eric Wada, Danny Siegfried; Sacramento City College – Dyan Pease (Chair), Renee Medina, Richard Yang, Shannon Gilley; 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, Cosumnes River, and Sacramento City College.

Los Rios Community College District

Recommendation for Adoption by the Board of Trustees

Dec 18, 2019

COURSE PROPOSALS

Course Deletions

Cosumnes River College

1. **CONST 130 Construction Pre-Apprenticeship I (6.00 units)**

Justification: This course has been rewritten into two smaller pieces, CONST 105 and CONST 106, and is no longer going to be offered.

2. **CONST 131 Construction Pre-Apprenticeship II (7.00 units)**

Justification: This course has been rewritten into two smaller pieces, CONST 107 and CONST 108, and is no longer going to be offered.

3. **ESL 325 Advanced-Low Integrated Reading and Writing (6.00 units)**

Justification: The CRC ESL program has restructured our curriculum as part of the BSSOT Grant and in response to AB 705. The ESL 325 Student Learning Outcomes are now taught in ESL 130.

4. **ESLL 30 Novice-High Listening and Speaking (4.00 units)**

Justification: The CRC ESL program has restructured our curriculum as part of the BSSOT Grant and in response to AB 705. The ESLL 30 Student Learning Outcomes are now taught in ESLL 31.

5. **ESLL 40 Intermediate-Low Listening and Speaking (4.00 units)**

Justification: The CRC ESL program has restructured our curriculum as part of the BSSOT Grant and in response to AB 705. The ESLL 40 Student Learning Outcomes are now taught in ESLL 41.

6. **ESLL 50 Intermediate-Mid Listening and Speaking (4.00 units)**

Justification: The CRC ESL program has restructured our curriculum as part of the BSSOT Grant and in response to AB 705. The ESLL 50 Student Learning Outcomes are now taught in ESLL 111.

7. ESLP 50 Intermediate-Mid Pronunciation (4.00 units)

Justification: The CRC ESL program has restructured our curriculum as part of the BSSOT Grant and in response to AB 705. The ESLP 50 Student Learning Outcomes are now taught in ESLP 41 and ESLP 51.

8. ESLR 30 Novice-High Reading (4.00 units)

Justification: The CRC ESL program has restructured our curriculum as part of the BSSOT Grant and in response to AB 705. This restructuring integrates reading and writing into a single course and eliminates the need for stand alone reading and writing courses. The ESLR 30 Student Learning Outcomes are now taught in ESL 37.

9. ESLR 40 Intermediate-Low Reading (4.00 units)

Justification: The CRC ESL program has restructured our curriculum as part of the BSSOT Grant and in response to AB 705. This restructuring integrates reading and writing into a single course and eliminates the need for stand alone reading and writing courses. The ESLR 40 Student Learning Outcomes are now taught in ESL 47.

10. ESLR 50 Intermediate-Mid Reading (4.00 units)

Justification: The CRC ESL program has restructured our curriculum as part of the BSSOT Grant and in response to AB 705. This restructuring integrates reading and writing into a single course and eliminates the need for stand alone reading and writing courses. The ESLR 50 Student Learning Outcomes are now taught in ESL 110.

11. ESLR 310 Intermediate-High Reading (4.00 units)

Justification: The CRC ESL program has restructured our curriculum as part of the BSSOT Grant and in response to AB 705. This restructuring integrates reading and writing into a single course and eliminates the need for stand alone reading and writing courses. The ESLR 310 Student Learning Outcomes are now taught in ESL 110 and ESL 130.

12. ESLR 320 Advanced-Low Reading (4.00 units)

Justification: The CRC ESL program has restructured our curriculum as part of the BSSOT Grant and in response to AB 705. This restructuring integrates reading and writing into a single course and eliminates the need for stand alone reading and writing courses. The ESLR 320 Student Learning Outcomes are now taught in ESL 130.

13. ESLW 30 Novice-High Writing (4.00 units)

Justification: The CRC ESL program has restructured our curriculum as part of the BSSOT Grant and in response to AB 705. This restructuring integrates reading and writing into a single course and eliminates the need for stand alone reading and writing courses. The ESLW 30 Student Learning Outcomes are now taught in ESL 37.

14. ESLW 40 Intermediate-Low Writing (4.00 units)

Justification: The CRC ESL program has restructured our curriculum as part of the BSSOT Grant and in response to AB 705. This restructuring integrates reading and writing into a single course and eliminates the need for stand alone reading and writing courses. The ESLW 40 Student Learning Outcomes are now taught in ESL 47.

15. ESLW 50 Intermediate-Mid Writing (4.00 units)

Justification: The CRC ESL program has restructured our curriculum as part of the BSSOT Grant and in response to AB 705. This restructuring integrates reading and writing into a single course and eliminates the need for stand alone reading and writing courses. The ESLW 50 Student Learning Outcomes are now taught in ESL 110.

16. ESLW 310 Intermediate-High Writing (4.00 units)

Justification: The CRC ESL program has restructured our curriculum as part of the BSSOT Grant and in response to AB 705. This restructuring integrates reading and writing into a single course and eliminates the need for stand alone reading and writing courses. The ESLW 310 Student Learning Outcomes are now taught in ESL 110 and ESL 130.

17. ESLW 320 Advanced-Low Writing (4.00 units)

Justification: The CRC ESL program has restructured our curriculum as part of the BSSOT Grant and in response to AB 705. This restructuring integrates reading and writing into a single course and eliminates the need for stand alone reading and writing courses. The ESLW 320 Student Learning Outcomes are now taught in ESL 130.

Folsom Lake College

1. DANCE 379 Musical Theatre Dance III (2.00 units)

Justification: The course is being deleted in order to streamline Dance Department curricular offerings to facilitate student completion.

2. ENGRD 208 Reading for Academic Achievement (3.00 units)

Justification: Although this course provides valuable instruction on reading strategies for struggling students who are not transfer bound, Folsom Lake College administration has decided not to offer reading classes at Folsom Lake College due to AB 705.

3. ENGWR 41 Writing Skills (4.00 units)

Justification: This course is no longer being taught at FLC due to AB 705.

4. HIST 313 History of the United States (1865-1945) (3.00 units)

Justification: This course no longer meets the needs of students. It has been replaced by HIST 311, which aligns with C-ID.

Sacramento City College

1. **ECE 100 Nutrition Education for Early Childhood Educators (1.00 unit)**

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

2. **ECE 104 Parenting Workshop (1.00 unit)**

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

3. **ECE 106 Parenting Through Participation (1.00 unit)**

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

4. **ECE 190 The Art of Storytelling and Expressive Listening (2.00 units)**

Justification: This course no longer meets the needs of our students. Some of the course topics have been added to ECE 343: Language and Literacy in Early Childhood.

5. **ECE 450 Science Activities for School-Age Children (3.00 units)**

Justification: This course no longer meets the needs of the students. Topics from this course are now taught in ECE 342.

6. **ECE 455 Environment Rating Scales in Early Childhood Programs (1.00 unit)**

Justification: This course no longer meets the needs of the students. It was originally developed and offered through a grant. Some of the topics are included in other ECE courses.

7. **ESL 38 Novice-High Integrated Grammar, Listening and Speaking (6.00 units)**

Justification: The department has decided to create separate courses for grammar and listening.

8. **ESL 48 Intermediate-Low Integrated Grammar, Listening and Speaking (6.00 units)**

Justification: The department has decided to create separate courses for grammar and listening.

9. **ESL 324 Career Communication Skills: Advanced (4.00 units)**

Justification: This course has not been offered it in over a decade, and no longer meets the needs of our students.

New to College Courses

American River College

1. **ESLL 51 Academic Communication, Notetaking, and College Success Skills (3.00 units)**

Prerequisite: ESLL 41 with a grade of "C" or better, or placement through the assessment process.

54.00 hours lecture

This intermediate mid-level course, intended for non-native speakers of English, helps students understand and be understood in both familiar and unfamiliar situations. Activities include academic listening and speaking activities and a continuation of pronunciation skills.

Justification: This course is part of our on-going program redesign in response to the AB 705 guidance language for ESL.

New to District Courses

American River College

1. **GERON 303 Introduction to Social Gerontology: Aging in Contemporary Society (3.00 units)**

Prerequisite: None.

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

54.00 hours lecture

This course is an introduction to older people and the aging process in the context of contemporary society through the perspective of social gerontology. It focuses the biopsychosocial lens on the social forces that contribute to the development of individuality across the lifespan and lead to differences in how people age. Using this lens, students gain perspective on how opportunities, choices, and experiences throughout life are driven by gender, race, and class, and how they culminate during aging and impact aging outcomes. It explores the influence of when people were born, where people were born, history, and how politics contribute to individual beliefs, behaviors, and experiences throughout life and during aging. The aging experience in the United States is also compared to aging in other countries. Gerontology majors are encouraged to take this course in their first semester of study.

Justification: GERON 303 will replace GERON 300 Sociology of Aging in the Gerontology core curriculum and end the current cross-listing with SOC 335 at the request of the ARC

Sociology department. The course topics have been revised to align with the social gerontology perspective and the Gerontological Competencies published by the Academy for Gerontology in Higher Education, a requirement of our national accreditation (August 2018).

2. SLPA 126 Neurogenic Communication Disorders for the SLPA (3.00 units)

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

54.00 hours lecture

This course explores neurogenic cognitive-communicative disorders in adults and is designed for the speech-language pathology assistant (SLPA). It covers basic neuroanatomy, cognitive-communicative disorders acquired in adulthood, as well as therapeutic approaches and strategies for service delivery. The scope of responsibilities and the role of the SLPA are reviewed.

Justification: The American-Speech-Language-Hearing Association (ASHA) is the national governing body within the industry of speech pathology. ASHA is currently creating a national examination for the speech-language pathology assistant (SLPA) and will have a section on neurogenic communication disorders in adulthood. This course is being created to provide more in-depth learning opportunities for the SLPA student and the registered SLPA within the realm of cognitive-communication disorders of the adult in order to be more prepared for the forthcoming national SLPA examination.

Folsom Lake College

1. ACCT 342 Accounting Information Systems (SAP) (3.00 units)

Prerequisite: ACCT 301 with a grade of "C" or better; or two years of high school accounting.

54.00 hours lecture

The course covers common business processes, enterprise resource planning system (ERP) transaction processing, relational databases, and systems controls. This course emphasizes the current technology of information systems. This course uses the SAP system, an enterprise resource planning system (ERP) adopted by the majority of Fortune 1000 companies. With hands-on practice, students will gain valuable and practical skills in Accounting Information Systems (AIS), which are an integral part of every business and organization, as they are impacted virtually by every transaction that occurs within an entity. The data gathered and stored within the accounting information system are essential to the proper control and evaluation of the organization.

Justification: Information systems form an integral part of every modern business organization. Nearly every business professional, regardless of what function they perform, will interact with a corporate information system on a daily basis. For many employees, this interaction represents a major portion of their job responsibilities. For that reason alone, this course is an important part of a business curriculum and essential to students seeking a business degree.

2. **BUSTEC 366 Electronic Presentations (2.00 units)**

Prerequisite: None.

31.00 hours lecture, 15.00 hours laboratory

This course teaches students how to create and manage presentations, insert and format shapes and slides, create slide content, apply transitions and animations and manage multiple presentations. Upon completion, students will have electronic presentation competency at industry entry-level and will be able to create professional-grade sales presentations, employee training, instructional materials, and kiosk slideshows. This comprehensive course prepares students for the Microsoft Office Specialist PowerPoint Associate certification exam.

Justification: This course teaches students how to create, edit, and enhance electronic presentations and slideshows. After successful completion of this course students will be able to create professional-grade sales presentations, employee training, instructional materials, and kiosk slideshows. Students will also be prepared to take the Microsoft Office Specialist PowerPoint certification exam. BUSTEC 366 will be a part of the BIW II certificate program at FLC.

3. **BUSTEC 367 Database and Records Management (3.00 units)**

Prerequisite: None.

42.00 hours lecture, 36.00 hours laboratory

This course introduces database management systems. Using the Microsoft Access application, students will design and implement practical database applications. Topics include such items as database and report design, data views and queries, and data maintenance. Students will also learn about the rules that have been established by the Association of Records Managers and Administrators (ARMA), and how those rules are applied in real-world contexts. Principles and practices of effective records management for indexing, storage, and maintenance of various types of records are explored. This comprehensive course prepares students to take the Microsoft Office Specialist Access Expert certification exam. This course is not open to students who have previously completed CISA 320 or CISA 321.

Justification: This course prepares students to create and utilize databases on their own or for a business. It is part of a series of courses required for a certificate in Business Information Worker II. Additionally, this course will also provide the fundamentals of database design recommended for CIS students. BUSTEC 367 will prepare students to take the Microsoft Office Specialist Access certification exam.

1. **CHEMT 201 Careers in Chemical Technology (1.50 units)**

Prerequisite: None.

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

27.00 hours lecture

This course provides the student with information needed to determine if chemical technology is a suitable career option. Definitions of chemical technology, history and development of the profession, and the diverse types of laboratory practice and employment settings are explored. Professional activities, requirements, ethics, and behaviors are also discussed. Students observe examples of chemical technology practice through field trips, videos, guest speaker presentations, and/or use of online media resources. Attending a minimum of one field trip is required.

Justification: This course will provide students basic information so that they can make informed decisions about a career in the field of chemical technology.

2. **CHEMT 202 Chemical Technology Seminar (0.50 units)**

Prerequisite: CHEMT 201 and 201 with grades of "C" or better

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

9.00 hours lecture

This course provides the student with more in-depth information needed to determine if chemical technology is a suitable career option. Students observe examples of chemical technology practice through field trips, videos, guest instructor presentations, job shadow, and/or use of online media resources.

Justification: This course will provide students further insight so that they can make informed decisions about a career in the field of chemical technology.

3. **CHEMT 301 Chemical Technology Supplemental Lab (1.00 unit)**

Prerequisite: None.

Corequisite: CHEM 300

54.00 hours laboratory

This is a supplemental course that is intended to provide additional laboratory skills that are required for the Chemical Technology Level 1 certificate.

Justification: This is a supplemental course that intended to provide additional laboratory skills that are required for the Chemical Technology Level 1 certificate.

4. **CHEMT 429 Research in Chemistry (1.00 unit)**

Prerequisite: CHEM 410 with a grade of "C" or better

54.00 hours laboratory

This course involves an individual student or small groups of students in a supervised research in various topics in chemistry. Research in chemistry offers students a chance to do research and/or experimentation that is more typical of industry and graduate student work, under the guidance of supervising faculty. This course will in part fulfill the program requirement of the Chemical Technician, Advanced Certificate.

Justification: To add a course to the SCC catalog that is not currently offered by any Los Rios college

5. **DHYG 296 National Board Pathway (2.00 units)**

Prerequisite: None.

Enrollment Limitation: Students enrolled in this course must have an alternate acceptance number for admission into the dental hygiene program.

36.00 hours lecture

This course will review and address science National Board Dental Hygiene Exam content and address program policy compliance. Students who have met enrollment eligibility and are on a wait list to start the program may take this course to stay engaged with critical licensure exam content until they are admitted to the program.

Justification: Keeping students engaged in their dental hygiene allied health pathway, while waiting for admission into the program, increases successful entry into the workforce. Demand for the program is high with waitlists typically over 100. This course provides an opportunity for applicants on the wait list to stay engaged with didactic content necessary for student success on the National Board Dental Hygiene Exam.

6. **ENGLT 301 Introduction to Literature in Hip-Hop Culture (3.00 units)**

Prerequisite: None.

Advisory: ENGWR 300 and LIBR 318

54.00 hours lecture

This course surveys the literature that exists within Hip-Hop culture. Students will learn to apply critical literary analysis skills while exploring literature across multiple genres within Hip-Hop culture (including poetry, memoir, song, and film). The course will explore how the historical,

cultural, racial, social and political context of Hip-Hop literary works shape the creative process and products. Students will also explore the evolution of Hip-Hop as a complex culture with various creative outputs, not just a musical genre.

Justification: This course meets the demands of a growing diverse population at SCC. This course is designed to provide students with another perspective on literature that is generally not covered in-depth in the standard literature courses. It introduces students to analytical skills, as applied to the literatures created across genres within Hip-Hop culture.

7. **ESLLAB 30 ESL Center: Novice-High Skills in ESL (0.50 - 1.50 units)**

Prerequisite: None.

Advisory: Concurrent enrollment in ESL 37.

27.00 - 81.00 hours laboratory

This lab course offers students practice in reading, formatting/mechanics, writing, and/or grammar skills at the novice-high level. Students confer with the lab instructor to design a study plan to refine basic English language skills. This course provides individualized, self-paced, and/or small group instruction to students. This course is most beneficial when taken concurrently with ESL 37. Students receive a grade of “Pass” and 0.5 units of credit for the completion of 27 lab hours. Students can only take 0.5 unit of this course per semester. This course may be taken three times for credit using different modules.

Justification: This laboratory course assists students in the development of essential English language skills necessary for college success and employment and enhances the probability of their completion of transfer-level composition within three years or less.

8. **ESLLAB 31 Novice-High Support in ESL (0.50 - 1.50 units)**

Prerequisite: None.

Advisory: Concurrent enrollment in ESLG 31 or ESLL 31.

27.00 - 81.00 hours laboratory

This lab course offers students practice in listening, speaking, pronunciation, oral grammar, and other language skills at the novice-high level. Students confer with the lab instructor to design a study plan to refine basic English oral skills. This course provides individualized, self-paced, and/or small group instruction to students. This course is most beneficial when taken concurrently with ESLL 31. Students receive a grade of “Pass” and 0.5 units of credit for the completion of 27 lab hours. This course may be taken three times for credit using different modules.

Justification: This laboratory course assists students in the development of essential English language skills necessary for college success and employment and enhances the probability of their completion of transfer-level composition within three years or less.

9. ESLLAB 40 ESL Center: Intermediate-Low Skills in ESL (0.50 - 1.50 units)

Prerequisite: ESL 37, ESLG 31, or ESLL 31 with a grade of "C" or better, or placement through the assessment process.

Advisory: Concurrent enrollment in ESL 47.

27.00 - 81.00 hours laboratory

This lab course offers students practice in reading, formatting and mechanics, writing, and grammar skills at the intermediate-low level. Students confer with the lab instructor to design a study plan to refine basic English language skills. This course provides individualized, self-paced, and small group instruction to students. This course is most beneficial when taken concurrently with ESL 47. Students receive a grade of "Pass" and 0.5 units of credit for the completion of 27 lab hours. Students can only take 0.5 unit of this course per semester. This course may be taken three times for credit using different modules.

Justification: This laboratory course assists students in the development of essential English language skills necessary for college success and employment and enhances the probability of their completion of transfer-level composition within three years or less.

10. ESLLAB 41 ESL Center: Intermediate-Low Support in ESL (0.50 - 1.50 units)

Prerequisite: ESLG 31 or ESLL 31 with a grade of "C" or better, or placement through the assessment process.

Advisory: Concurrent enrollment in ESLG 41 or ESLL 41.

27.00 - 81.00 hours laboratory

This lab course offers students practice in listening, speaking, pronunciation, oral grammar and other language skills at the intermediate-low level. Students confer with the lab instructor to design a study plan to refine intermediate-low English oral skills. This course provides individualized, self-paced, and small group instruction to students. This course is most beneficial when taken concurrently with ESLL 41. Students receive a grade of "Pass" and 0.5 units of credit for the completion of 27 lab hours. Students can only take 0.5 unit of this course per semester. This course may be taken three times for credit using different modules.

Justification: This laboratory course assists students in the development of essential English language skills necessary for college success and employment and enhances the probability of their completion of transfer-level composition within three years or less.

11. ESLLAB 50 ESL Center: Intermediate-Mid Skills in ESL (0.50 - 1.50 units)

Prerequisite: ESL 47, ESLG 41, or ESLL 41 with a grade of "C" or better, or placement through the assessment process.

Advisory: ESL 55 with a grade of "C" or better; or concurrent enrollment in ESL 55

27.00 - 81.00 hours laboratory

This lab course offers students practice in writing, grammar, editing, and reading skills at the intermediate-mid level. Students confer with the lab instructor to design a study plan to refine English language skills at the intermediate-mid level. This course provides individualized, self-paced, and small group instruction to students. It is most beneficial when taken concurrently with another ESL course at the intermediate-mid level and is a prerequisite to ESLW 310. Students may earn up to one-half unit per semester by completing 27 hours of work. Students can only take 0.5 unit of this course per semester. This course may be taken up to three times using different modules. It is not a substitute for other ESL courses. This course is graded Pass/No Pass.

Justification: This course assists students in the development of essential English language skills necessary for college success and employment. This new lab course is meant to complement the core course, ESL 55, in our curriculum.

12. ESLLAB 51 ESL Center: Intermediate-Mid Support in ESL (0.50 - 1.50 units)

Prerequisite: ESL 47, ESLG 41, ESLL 41, ESLLAB 40, and ESLLAB 41 with grades of "C" or better, or placement through the assessment process.

Advisory: ESLG 51 and ESLL 51; or concurrent enrollment in ESLG 51 or ESLL 51.

27.00 - 81.00 hours laboratory

This lab course offers students practice in listening, speaking, pronunciation, oral grammar and other language skills at the intermediate-mid level. Students confer with the lab instructor to design a study plan to refine intermediate-low English oral skills. This course provides individualized, self-paced, and small group instruction to students. Students receive a grade of "Pass" and 0.5 units of credit for the completion of 27 lab hours. Students can only take 0.5 unit of this course per semester. This course may be taken three times for credit using different modules.

Justification: This laboratory course assists students in the development of essential English language skills necessary for college success and employment and enhances the probability of their completion of transfer-level composition within three years or less. It is part of the ESL Department redesign in response to AB 705 guidance language for ESL. This course may be taken three times for credit using different modules.

13. ESLLAB 60 ESL Center: Intermediate-High Skills in ESL (0.50 - 1.50 units)

Prerequisite: ESL 55, ESLG 50, ESLR 50, or ESLW 50 with a grade of "C" or better, or placement through the assessment process.; or placement in ENGWR 300.

Advisory: Concurrent enrollment in ESL 315

27.00 - 81.00 hours laboratory

This lab course offers students practice in reading, grammar, editing, and writing skills at the intermediate-high level. Students confer with the lab instructor to design a study plan to refine essential English language skills. This course provides individualized, self-paced, and small group instruction to students. This course is most beneficial when taken concurrently with ESL 315. Students receive a grade of “Pass” and 0.5 units of credit for the completion of 27 lab hours. Students can only take 0.5 unit of this course per semester.

Justification: This course assists students in the development of essential English language skills necessary for college success and employment. This new lab course is meant to complement the core course, ESL 315, in our curriculum.

14. ESLLAB 61 ESL Center: Intermediate-High Support in ESL (0.50 - 1.50 units)

Prerequisite: ESL 55, ESLG 50, or ESLL 50 with a grade of "C" or better, or placement through the assessment process.

Advisory: Concurrent enrollment in ESLG 310 or ESL 114.

27.00 - 81.00 hours laboratory

This lab course offers students practice in listening, speaking, pronunciation, oral grammar, and other language skills at the intermediate-high level. Students confer with the lab instructor to design a study plan to refine essential English oral skills. This course provides individualized, self-paced, and small group instruction to students. This course is most beneficial when taken concurrently with other level-appropriate ESL classes. Students receive a grade of “Pass” and 0.5 units of credit for the completion of 27 lab hours. Students can only take 0.5 unit of this course per semester.

Justification: This course assists students in the development of essential English language skills necessary for college success and employment. This new lab course is meant to complement the core course, ESLG 310, and the elective course, ESL 114, in our curriculum.

15. ESLLAB 70 ESL Center: Advanced-Low Skills in ESL (0.50 - 1.50 units)

Prerequisite: ESL 315 or ESLG 310 with a grade of "C" or better, or placement through the assessment process.

Advisory: Concurrent enrollment in ESL 325.

27.00 - 81.00 hours laboratory

This lab course refines students’ skills in grammar, editing, reading, and/or writing skills at the advanced-low level. Students meet with the lab instructor to design a study plan to develop and reinforce skills at the advanced-low level. This course provides individualized, self-paced, and/or small group instruction to students. This course is most beneficial when taken concurrently with ESL 325. Students can only take 0.5 units of this course per semester. Students receive a grade of “Pass” and 0.5 units of credit for the completion of 27 lab hours.

Justification: This course is part of the ESL Department redesign in response to AB 705 guidance language for ESL.

16. ESLLAB 71 ESL Center: Advanced-Low Support in ESL (0.50 - 1.50 units)

Prerequisite: ESL 315 or ESLG 310 with a grade of "C" or better, or placement through the assessment process.

Advisory: Concurrent enrollment in ESLG 320.

27.00 - 81.00 hours laboratory

This lab course offers students practice in listening, speaking, pronunciation, oral grammar, and other language skills at the advanced-low level. Students confer with the lab instructor to design a study plan to refine advanced-low English oral skills. This course provides individualized, self-paced, and/or small group instruction to students. Students can take this course for only 0.5 units per semester. Students receive a grade of "Pass" and 0.5 units of credit for the completion of 27 lab hours.

Justification: This course is part of the ESL Department redesign in response to AB 705 guidance language for ESL.

17. ESLLAB 80 ESL Center: Advanced Skills in ESL (0.50 - 1.50 units)

Prerequisite: ESL 325, ESLG 320, ESLR 320, or ESLW 320 with a grade of "C" or better, or placement through the assessment process.

Advisory: Concurrent enrollment in ESLW 340, ESLR 340, or ENGWR 300 or higher.

27.00 - 81.00 hours laboratory

This lab course offers students practice in grammar, editing, reading and/or writing skills at the advanced level. Students confer with the lab instructor to design a study plan to refine English language skills. This course provides individualized, self-paced, and/or small group instruction to students. This course is most beneficial when taken concurrently with ESLW 340 or ESLR340. Students receive a grade of "Pass" and 0.5 units for the completion of 27 lab hours. This course may be taken three times for credit using different modules. Students may take 0.5 units of the total 1.5 units possible per semester.

Justification: This course is part of the ESL Department redesign in response to AB 705 guidance language for ESL.

18. NURSE 388 Labor and Delivery Nursing Care - Transition into Practice (3.00 units)

Prerequisite: None.

Enrollment Limitation: Active California Registered Nurse License and current employment as a Registered Nurse.

36.00 hours lecture, 54.00 hours laboratory

This course provides a review of labor and delivery nursing care principles to those nurses who wish to cross train or orient into labor and delivery and receive a refresher course. Coursework includes overview of labor and delivery nursing content, such as reproductive health, preconception and inter-conception health; physiologic and psychosocial adaptation to pregnancy, process of labor and delivery (normal and complications), Cesarean birth and post anesthesia care unit, complications of pregnancy and delivery, perinatal infections, postpartum and newborn assessment and care, neonatal complications, perinatal loss and perinatal safety and risk management. The didactic portion (36 lecture hours) is designed to be taken concurrently with the hospital training (54 lab hours) in the labor and delivery unit. This course is graded as Pass / No Pass.

Justification: This course increases the number of labor and delivery nurses in the local workforce, which is historically understaffed and undertrained, by application of computer test taking skills, identification of barriers to student success, education in labor and delivery nursing principles, and implementation of strategies for reducing knowledge deficits in specialty content areas in a structured classroom and self-directed lecture, and lab training environment. This course is a requirement of and meets objective 2.2 of the California Healthcare Workforce Academy (CAHCWA – SAC - 5) – Labor and Delivery Specialized Nursing Course Grant.

19. **SPORT 327 Off-Season Conditioning for Men's Cross Country (0.50 - 3.00 units)**

Prerequisite: None.

Enrollment Limitation: In order to take the SPORT 327 class, each student must: 1) be listed as a student athlete, by the head coach, on the official team roster; and 2) obtain medical clearance, including a physical performed by a licensed physician. Student should contact instructor for process and required forms. Once enrolled, the student must demonstrate intercollegiate athletic level skills as determined by the coaching staff to remain enrolled in this course.

27.00 - 162.00 hours laboratory

This course involves sport specific training, conditioning, and technical skill development specific to the sport of cross country for the men's off-season student- athletes. The course content includes: sport specific skill development, cross country specific strength training, cardiovascular conditioning, agility training, plyometric drills, speed improvement, and enhancement of flexibility. This course may be taken up to four times for credit.

Justification: The course is being created to meet the department's curriculum standards.

PROGRAM PROPOSALS

Program Deletion(s)

Cosumnes River College

1. Professional Applications of Geographic Information Systems (GIS)

Justification: We have developed our field GIS certificate program more closely aligned with our department's goals, and are no longer in need of this certificate program.

Folsom Lake College

1. Social Work, Human Services, Gerontology

Justification: This certificate is no longer meeting the needs/interests of our students.

2. Social Work/Human Services, Gerontology

Justification: This program is no longer meeting the interests/needs of our students.

3. Women's Studies, Interdisciplinary Studies

Justification: Based on award data from the previous five years (1 degree awarded) this program is no longer meeting the student demands at FLC. We anticipate that a Women's or Gender Studies program may be rolled into a future Social Justice Studies AA-T to better accommodate our student interests.

New Programs

Cosumnes River College

1. California Politics

California Politics is an interdisciplinary program designed to provide an understanding of California's institutions, culture, and environment in a manner that will be occupationally and academically useful to students in a variety of majors. The Associate in Arts degree in California Politics provides a clearly articulated curricular track for students who wish to transfer to a CSU campus while also serving the diverse needs of students interested in the breadth and depth of California Politics. Note: It is highly recommended that students consider an internship in a California setting offered by a participating agency or department.

Justification: This program is designed to provide a clear path for students who have an interest in California politics and government. Additionally, this is targeted for students intending to transfer into CSUS' burgeoning focus on California's unique political landscape.

2. Honors Transfer

Honors students who complete 15 units or more in honors-designated courses will earn special recognition as an Honors Scholar, a distinction that may entitle students to enhanced transfer and scholarship opportunities at select transfer colleges and universities. Completion of the certificate with a cumulative grade point average (GPA) of 3.5 or better offers enhanced prospects for transfer to elite four-year institutions and enables students to participate in CRC's Transfer Alliance Partnership with UCLA. A maximum of 6 units of approved Honors coursework completed at other colleges may be applied towards satisfaction of the 15 unit requirement. Interested students should contact their counselor, the Honors Program Director, or the Vice President of Instruction and Student Learning. Honors students should meet regularly with an Honors faculty advisor to ensure completion of Honors Scholar requirements in a timely fashion. Courses that qualify as part of the program are listed below.

Justification: This proposal moves our existing local Honors certificate, central to our UCLA TAP membership, into SOCRATES.

3. Political Science

The Associate in Arts for Transfer degree in Political Science provides a clearly articulated curricular track for students who wish to transfer to a UC or CSU campus, while also serving the diverse needs of students interested in the breadth and depth of the field of Political Science. Additionally, this degree exposes students to the core principles and practices of the field in order to build a foundation for their future personal, academic, or vocational paths. Note: It is highly recommended that students consider an internship offered by a participating agency or department. The Associate in Arts degree in Political Science for Transfer provides students with a major that fulfills the general requirements of the California State University for transfer. Students with this degree will receive priority admission with junior status to the California State University system. The Associate in Arts degree in Political Science for Transfer (AA-T) may be obtained by the completion of 60 transferable, semester units with a minimum 2.0 GPA, including (a) the major or area of emphasis described in the Required Program outlined below (earning a C or better in these courses) and (b) either the Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education-Breadth Requirements.

Justification: This program will provide an opportunity for students to earn an AA degree while they complete their lower division preparation for both CSU and UC campuses.

4. Social Justice Studies: Race and Ethnicity

Social Justice Studies is an interdisciplinary and diverse field that gives voice to historically marginalized peoples and their perspectives by challenging systems of injustice and valuing diversity. Social justice exists when people are not discriminated against, or denied access to opportunities, economic resources, or privileges based on their gender, sexuality, religion, age, race, belief, disability, location, social class, economic circumstances, political affiliation, or

other characteristics of background or group membership. Social Justice Studies explores the connections between the ideals of justice and the realities of injustice while finding practical solutions to bridge the two. This program seeks to educate students on progressive social change, reflect on the dynamics of power and knowledge, and promote multiple approaches to social justice issues while encouraging students to be informed and active citizens. The Associate in Arts in Social Justice Studies: Race and Ethnicity for Transfer (AA-T) degree provides a path for students wishing to transfer into various CSU majors related to race and ethnicity, such as Ethnic Studies, Chicano Studies, or African American Studies. This Transfer Model Curriculum is an “Area of Emphasis” (AOE), which allows students to transfer into more than one CSU major related to Race and Ethnicity. Students interested in transferring to a CSU campus to pursue a bachelor’s degree in an Area of Emphasis should meet with a counselor to confirm the courses required for lower division preparation in the major. This degree exposes students to the core principles and practices of the Social Justice Studies field in order to build a foundation for their future personal, academic, activist, or vocational paths. The degree may be obtained by the completion of 60 transferable, semester units with a minimum 2.0 GPA, including (a) the major or area of emphasis described in the Required Program outlined below (earning a C or better in these courses) and (b) either the Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education Breadth Requirements.

Justification: CRC's value statement declares that we are "a community of scholars and practitioners with deep commitment to equity and Social Justice. CRC emphasizes the significance of cultural pluralism (student populations of all ethnic backgrounds’ right to participate in all facets of our educational institution while simultaneously retaining, maintaining, and elaborating their own culture). Additionally, CRC encourages inclusion and diversity for all students of all backgrounds with slogans such as “Our Diversity Is Our Strength,” and through the existence of clubs and organizations that both celebrate and validate a diverse student body, through campus food fairs, and through celebratory events and festivals like Indigenous People’s week, Festival of Cultures, Black History Month, Women’s History Month and many other engagements. For these reasons, we need a Social Justice Studies degree. Through the medium of curriculum and instruction, a Social Justice Studies program will bring the unique experiences of CRC’s diverse and marginalized student populations, into the classroom. Additionally, a Social Justice Studies program will afford all of CRC's student populations the opportunity to have a professional and scholarly approach from which to understand and continue to celebrate the professional, academic, and scholarly contributions of historically and contemporary marginalized human groups. Consequently, CRC's students will develop an and expand their appreciation for the contributions of marginalized populations in the U.S. and globally. This Social Justice Studies program is designed to indelibly foster a diverse student body that is culturally competent with diverse insight, skills, and training to work effectively and compassionately alongside both diverse and marginalized human groups, increasing inclusion and equity in an increasingly diverse society.

5. **Social Justice Studies: Women, Gender and LGBTQ Studies**

Social Justice Studies is an interdisciplinary and diverse field that gives voice to historically marginalized peoples and their perspectives by challenging systems of injustice and valuing diversity. Social justice exists when people are not discriminated against, or denied access to opportunities, economic resources, or privileges based on their gender, sexuality, religion, age, race, belief, disability, location, social class, economic circumstances, political affiliation, or other characteristics of background or group membership. Social Justice Studies explores the

connections between the ideals of justice and the realities of injustice while finding practical solutions to bridge the two. This program seeks to educate students on progressive social change, reflect on the dynamics of power and knowledge, and promote multiple approaches to social justice issues while encouraging students to be informed and active citizens. The Associate in Arts in Social Justice Studies: Women, Gender, and LGBTQ Studies for Transfer (AA-T) degree provides a path for students wishing to transfer into various CSU majors related to Women, Gender, and LGBTQ Studies, such as Women's Studies, Gender Studies, or Queer Studies. This Transfer Model Curriculum is an "Area of Emphasis" (AOE), which allows students to transfer into more than one CSU major related to Women, Gender, and LGBTQ Studies. Students interested in transferring to a CSU campus to pursue a bachelor's degree in an Area of Emphasis should meet with a counselor to confirm the courses required for lower division preparation in the major. This degree exposes students to the core principles and practices of the Social Justice Studies field in order to build a foundation for their future personal, academic, activist, or vocational paths. The degree may be obtained by the completion of 60 transferable, semester units with a minimum 2.0 GPA, including (a) the major or area of emphasis described in the Required Program outlined below (earning a C or better in these courses) and (b) either the Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education Breadth Requirements.

Justification: CRC's value statement declares that we are "a community of scholars and practitioners with deep commitment to equity and Social Justice. CRC emphasizes the significance of cultural pluralism (student populations of all ethnic backgrounds' right to participate in all facets of our educational institution while simultaneously retaining, maintaining, and elaborating their own culture). Additionally, CRC encourages inclusion and diversity for all students of all backgrounds with slogans such as "Our Diversity Is Our Strength," and through the existence of clubs and organizations that both celebrate and validate a diverse student body, through campus food fairs, and through celebratory events and festivals like Indigenous People's week, Festival of Cultures, Black History Month, Women's History Month and many other engagements. For these reasons, we need a Social Justice Studies degree. Through the medium of curriculum and instruction, a Social Justice Studies program will bring the unique experiences of CRC's diverse and marginalized student populations into the classroom. Additionally, a Social Justice Studies program will afford all of CRC's student populations the opportunity to have a professional and scholarly approach from which to understand and continue to celebrate the professional, academic, and scholarly contributions of historically and contemporary marginalized human groups. Consequently, CRC's students will develop an and expand their appreciation for the contributions of marginalized populations in the U.S. and globally. This Social Justice Studies program is designed to indelibly foster a diverse student body that is culturally competent with diverse insight, skills, and training to work effectively and compassionately alongside both diverse and marginalized human groups, increasing inclusion and equity in an increasingly diverse society.

Folsom Lake College

1. **Pre-Clinical Laboratory Scientist Trainee**

The Pre-Clinical Laboratory Scientist Trainee certificate aims to guide individuals who are hoping to become a licensed Clinical Laboratory Scientist (CLS) in the State of California. As part of this process, individuals must obtain a CLS Trainee license from the California

Department of Public Health Department of Laboratory Field Services (CDPH-LFS) before enrolling in a CLS Program. The CLS Trainee license has several prerequisite courses that this certificate, and its prerequisite courses, aim to satisfy. To be clear, the Pre-Clinical Laboratory Scientist Trainee certificate is not a CLS program, nor does it allow graduates to work in the clinical laboratory upon graduation. Instead, this certificate provides a clear path for individuals interested in pursuing entry into a CLS program. The Pre-Clinical Laboratory Scientist Trainee certificate does not grant entry into any CLS Program. Students interested in CLS must apply to CLS programs separately and comply with each program's individual requirements. Furthermore, in order to receive a CLS Trainee License from the State of California, students are required to submit an application to the California Department of Public Health. More information on this process can be on the MLT Department webpage: <https://www.flc.losrios.edu/academics/medical-technology-department>. The required didactic curriculum prepares individuals to perform basic clinical laboratory procedures in chemistry, hematology, microbiology, immunohematology, and immunology. Course work emphasizes mathematical and scientific concepts related to specimen collection, laboratory testing and procedures, quality assurance and reporting/recording and interpreting findings involving tissues, blood, and body fluids. Purchase of personal protective equipment and minor class supplies including, but not limited to: safety glasses, disposable gloves, and glass slides, is required. Access to a computer and printer is also required. Students are further advised to ensure all their immunizations are current as blood and body fluids are utilized. Immunizations include, but are not limited to: Hepatitis B, Measles-Mumps-Rubella (MMR), Varicella Zoster, Tetanus-Diphtheria-Pertussis (Tdap), and Influenza.

Justification: Certificate to capture students already taking MEDTEC courses as a means of achieving their pre-Clinical Laboratory Scientist training license.

2. Social Justice Studies

The Associate in Arts in Social Justice Studies for Transfer Degree program 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. Students interested in transferring to a CSU campus to pursue a bachelor's degree in Social Justice Studies should meet with a counselor to confirm the courses required for lower-division preparation in the major. This program has the following completion requirements: (1) Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following: (A) The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education – Breadth Requirements. (B) A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district. (2) Obtainment of a minimum grade point average of 2.0. Associate Degrees for Transfer also require that students must earn a C or better in all courses required for the major or area of emphasis. A "P" (Pass) grade is also an acceptable grade for courses in the major if the course is taken on a Pass/No Pass basis.

Justification: This is a proposal to add the Social Justice Studies AA-T degree to the FLC curriculum. This will add an important interdisciplinary look at social justice and equity related courses and topics and serve students who may want to go into general or specific areas related to social justice topics such as ethnic studies, LGBTQ studies, gender studies, and more.

3. Social Work & Human Services

The Associate in Arts in Social Work and Human Services for Transfer degree program 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. Students interested in transferring to a CSU campus to pursue a bachelor's degree in Social Work and Human Services should meet with a counselor to confirm the courses required for lower-division preparation in the major. This program has the following completion requirements: (1) Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following: (A) The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education – Breadth Requirements. (B) A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district. (2) Obtainment of a minimum grade point average of 2.0. Associate Degrees for Transfer also require that students must earn a C or better in all courses required for the major or area of emphasis. A “P” (Pass) grade is also an acceptable grade for courses in the major if the course is taken on a Pass/No Pass basis.

Justification: Our SWHS students have been asking for a AD-T for many years. Our department faculty participated in the statewide effort to develop the AD-T Transfer Model Curriculum. We are excited to be able to finally offer this degree to our students.

4. STEM Math

The STEM Math Certificate provides students with an option to receive college affirmation of math related work done on a pathway related to science, technology, engineering, or mathematics. Students majoring in STEM related fields often transfer without the need for an associates degree even though many lower division preparation courses were taken. A common thread throughout these majors is a high level of proficiency in mathematics.

Justification: Students majoring in science, technology, engineering, and mathematics (STEM) frequently do not require an Associate's Degree for transfer purposes. The UC system in particular encourages transfer students not to focus on their GE patterns since the lower division transfer preparation for a STEM major is generally more unit-intensive than for a liberal arts major and the general education requirements are not necessarily the same depending on what transfer school they attend. One thing these students do have in common is significant number of mathematics courses as part of their lower division preparation. The STEM Math Certificate provides students with an option to receive college affirmation of math related work done on a pathway related to science, technology, engineering, or mathematics.

Sacramento City College

1. iOS App Developer

This certificate is designed to build upon the Everyone Can Code courses to round out students' skills related to App making, including design, entrepreneurship, and computer science.

Justification: Everyone Can Code is a three course sequence that many students take with the idea to become App Developers and start their own business. This certificate will give them the skills they need to do that.

2. **Special Needs**

This certificate meets the demand for early childhood educators who are trained and have experience working with children with exceptional needs.

Justification: The certificate will help prepare students to work with children with disabilities in an education setting.

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 18, 2019

SUBJECT:	Board Policy Revision: P-2215 Transcript of Records	ATTACHMENT: Yes	
		ENCLOSURE: None	
AGENDA ITEM:	Consent Item D	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	JP Sherry, General Counsel <i>JP Sherry</i>	CONSENT/ROUTINE	X
		FIRST READING	
APPROVED FOR CONSIDERATION:	Brian King, Chancellor <i>Brian King</i>	ACTION	
		INFORMATION	

BACKGROUND:

On October 4, 2019, Assembly Bill 1313 amended sections 66022 and 76225 of the Education Code prohibiting community colleges from withholding transcripts from current or former students due to an outstanding fee.

STATUS:

In compliance with the recent revisions to law, section 1.2 has been removed from Policy 2215, which allowed the District, upon request by a student that we send their transcripts to another college, to withhold a student’s records until all fees and charges they owed to the District were paid.

RECOMMENDATION:

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

1.0 Transcript of Records

1.1 Upon request by a student, the Records/Admissions Office will send the student's transcript of academic records from that Los Rios Community colleges to any college or university. (Education Code § 76225)

~~1.2 The District or college may notify the student that records will be transferred only upon payment of all fees and charges due to the college or the District.~~

~~1.3~~1.2 The college making the transfer of records shall notify the student of the student's right to receive a copy of the transcript, and the right to a hearing to challenge its contents.

~~1.4~~1.3 A student's official college transcript from another college or university or from a high school shall not be released to the student or to another party without a court order.

(Cross Reference [P-2265](#))

LRCCD

Policy Adopted: 6/30/65

Policy Revised: 11/19/80; 2/10/82; 1/24/96

Policy Reviewed: 11/6/14


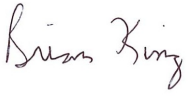
Adm. Regulation [R-2215](#)

[Draft 10/8/19](#)

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 18, 2019

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

BACKGROUND:

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

STATUS:

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

College Events

Date of Event	College	Location	Name of Event	Alcohol
January 9, 2020	FLC	Harris Center	Kids Helping Kids	Wine
March 17, 2020	ARC	Community Rooms & Gym	Athletics Hall of Frame	Wine & Beer

RECOMMENDATION:

It is recommended that the Board of Trustees approve or ratify the applications listed herein.

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 18, 2019

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

BACKGROUND:

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

STATUS:

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

RECOMMENDATION:

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

**Los Rios Community College District
District Office**

Fiscal Year Documents Originated	Department	Box #	Documents	Fiscal Year Eligible for Destruction
2015-2016	Human Resources	4300	Applications	2019-2020
2014-2015	Human Resources	4306	Applications	2018-2019
2014-2015	Human Resources	4037	Applications	2018-2019
2015-2016	Human Resources	4325	Applications	2018-2019
2014-2015	Human Resources	4196	Applications	2018-2019
2014-2015	Human Resources	4195	Applications	2019-2020
2014-2015	Human Resources	4181	Applications	2019-2020
2013-2014	Human Resources	3871	Applications	2018-2019
2015-2016	Human Resources	4183	Applications	2019-2020
2014-2015	Human Resources	4182	Applications	2019-2020
2014-2015	Human Resources	4269	Applications	2018-2019
2015-2016	Human Resources	4192	Applications	2019-2020
2014-2015	Human Resources	4193	Applications	2019-2020
2014-2015	Human Resources	4057	Applications	2018-2019
2014-2015	Human Resources	4056	Applications	2018-2019
2014-2015	Human Resources	4058	Applications	2018-2019
2014-2015	Human Resources	4054	Applications	2018-2019
2014-2015	Human Resources	4148	Applications	2018-2019
2014-2015	Human Resources	4141	Applications	2018-2019
2014-2015	Human Resources	4147	Applications	2019-2020
2014-2015	Human Resources	4144	Applications	2018-2019
2014-2015	Human Resources	4194	Applications	2019-2020
2013-2014	Human Resources	4055	Applications	2018-2019
2014-2015	Grants and Contracts	4153	Various grant documentation	2018-2019
2008-2009	Accounting Operations	3259	Vendor Warrants Student Refunds	2013-2014
2011-2012	Accounting Operations	3714	Vendor Warrants Student Refunds	2016-2017

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

Fiscal Year Documents Originated	Department	Box #	Documents	Fiscal Year Eligible for Destruction
2007-2009	Instructional Services	713	Payroll and ESA Records	2019-2020
2009-2010	EOPS	752	G-M care files (Double Box)	2019-2020
2009-2010	EOPS	753	C-G care files (Double Box)	2019-2020
2009-2010	EOPS	754	M-P care files (Double Box)	2019-2020
2009-2010	EOPS	755	Q-T care files (Double Box)	2019-2020
2009-2010	EOPS	756	B-C care files (Double Box)	2019-2020
2009-2010	EOPS	757	T-Z care files (Double Box)	2019-2020
2008-2010	EOPS	770	Care Files -A	2019-2020
2012-2013	Bookstore	854	Financials April 2009	2019-2020
2013-2014	Child Dev. Ctr.	859	Dropped Children F-M	2019-2020
2013-2014	Child Dev. Ctr.	861	Dropped Children A-E	2019-2020
2011-2012	Business Services Office	923	3rd Party Billing	2019-2020
2011-2012	Business Services Office	944	3rd Party Billing	2019-2020
2013-2014	Child Dev. Ctr.	948	CDC Dropped Children Fall 2014	2019-2020
2014-2014	Child Dev. Ctr.	949	CDC Dropped Children Files - Spring 2014 A-I	2019-2020
2013-2014	Child Dev. Ctr.	950	CDC Dropped Children Files - Spring 2014 J-Z	2019-2020
2014-2015	Child Dev. Ctr.	951	Spring 2014 Files, Attendance, Food Program and Fees	2019-2020
2013-2014	Business Services Office	956	DSR's for 2013-2014	2019-2020
2013-2014	Business Services Office	957	DSR's for 2013-2014	2019-2020
2013-2014	Business Services Office	958	DSR's for 2013-2014	2019-2020
2012-2013	Business Services Office	962	Campus Based Funds, Journal Entries, Bank Recon and RT Recon.	2019-2020
2012-2013	Business Services Office	963	Campus Based Funds, Budget Entries, nVision Reports, 3rd party Recon, Patrons (07-12), Vending (10-12)	2019-2020
2010-2014	Business Services Office	965	Grants A-C	2019-2020
2010-2014	Business Services Office	966	Grants D-F	2019-2020
2009-2013	Business Services Office	967	Grants G-W (end)	2019-2020
2010-2012	DSPS	974	A-B Files	2019-2020
2011-2012	DSPS	975	C-D Files	2019-2020
2006-2012	DSPS	976	E-G Files	2019-2020
2010-2012	DSPS	977	H-Joh Files	2019-2020
2011-2012	DSPS	978	Jon-Mc Files	2019-2020
2011-2012	DSPS	979	Me-Nw Files	2019-2020

2013-2014	Child Dev. Ctr.	983	Child Files and Terminated Student Employee Files	2019-2020
2013-2014	Bookstore	984	Accounts Receivable and Payable	2019-2020
2013-2014	Bookstore	985	Accounts Receivable and Payable	2019-2020
2013-2014	Bookstore	987	Accounts Receivable and Payable	2019-2020
2013-2014	Bookstore	988	Accounts Receivable and Payable	2019-2020
2014-2015	Bookstore	990	Closing Reports & Visa	2019-2020
2014-2015	Bookstore	991	Closing Reports & Visa	2019-2020
2013-2014	Bookstore	993	Accounts Receivable and Payable	2019-2020
2013-2014	Child Dev. Ctr.	1003	FY 2013-2014 Center Forms and Paperwork	2019-2020
2012-2013	Business Services Office	1039	Campus Based Requisitions FY 2013, A - L	2019-2020
2012-2013	Business Services Office	1040	Campus Based Requisitions FY 2013, M - Z	2019-2020
2013-2014	Business Services Office	1043	2012-2013 #1, Purchase Orders A - K	2019-2020
2013-2014	Business Services Office	1044	2012-2013 #1, Purchase Orders L - Z	2019-2020
2012-2013	Business Services Office	1045	2012-2013 #3, Bknt Order Rel Form M-Z, Check Requests, Limited POs, Grant Travel Claims	2019-2020
2012-2013	Business Services Office	1046	2012-2013 #4 Postal/Dup Journals, Budget Transfers, Expenditure	2019-2020
2013-2014	EOPS	1087	Removed/Exited EOPS/CARE Files Q - S	2019-2020
2013-2014	EOPS	1088	Removed/Exited EOPS/Care Files T-Z	2019-2020
2013-2014	EOPS	1089	Removed/Exited EOPS/CARE Files N-P	2019-2020
2013-2014	EOPS	1090	Removed/Exited EOPS/CARE Files Li - M	2019-2020
2013-2014	EOPS	1091	Removed/Exited EOPS/CARE Files HO - LE	2019-2020
2013-2014	EOPS	1092	Removed/Exited EOPS/CARE Files E - HE	2019-2020
2013-2014	EOPS	1093	Removed/Exited EOPS/CARE Files C - D	2019-2020
2013-2014	EOPS	1094	Removed/Exited EOPS/Care Files A	2019-2020
2013-2014	EOPS	1095	Removed/Exited EOPS/CARE Files B	2019-2020
2013-2014	Student Support Center	1156	CalWORKs Removed Student Files A-By, SP13-FA14	2019-2020
2013-2014	Student Support Center	1157	CalWORKs Removed Student Files C-Hi, SP13-FA14	2019-2020
2013-2014	Student Support Center	1158	CalWORKs Removed Student Files Ho-Mi, SP13-FA14	2019-2020
2013-2014	Student Support Center	1159	CalWORKs Removed Student Files Le-Ph, SP13-FA14	2019-2020
2013-2014	Student Support Center	1160	CalWORKs Removed Student Files Q-Tu, SP13-FA14	2019-2020
2013-2014	Student Support Center	1161	CalWORKs Removed Student Files V-Zh, SP13-FA14	2019-2020

2014	Business Services Office	1163	Facility Payments 2006-2014	2019-2020
2011-2012	Instructional Services	1209	Summer June 2011 - Spring May 2012 Class Schedule, ESA, FT/OVL/ADJ Faculty Schedules, Payroll Records, Schedule Changes, Working TCS Calculations	2019-2020
2013-2016	Student Support Center	1229	EOPS Removed Students File	2019-2020
2013-2016	Student Support Center	1230	EOPS Removed Students File	2019-2020
2013-2016	Student Support Center	1231	EOPS Removed Students File	2019-2020
2013-2016	Student Support Center	1232	EOPS Removed Students File	2019-2020
2013-2016	Student Support Center	1233	EOPS Removed Students File	2019-2020
2013-2016	Student Support Center	1234	EOPS Removed Students File	2019-2020
2013-2016	Student Support Center	1235	EOPS Removed Students File	2019-2020
2013-2016	Student Support Center	1236	EOPS Removed Students File	2019-2020
2013-2016	Student Support Center	1237	EOPS Removed Students File	2019-2020
2013-2016	Student Support Center	1238	EOPS Removed Students File	2019-2020
2013-2016	Student Support Center	1239	EOPS Removed Students File	2019-2020
2013-2016	Student Support Center	1240	EOPS Removed Students File	2019-2020
2013-2016	Student Support Center	1241	EOPS Removed Students File	2019-2020
2013-2016	Student Support Center	1242	EOPS Removed Students File	2019-2020
2013-2016	Student Support Center	1243	EOPS Removed Students File	2019-2020
2013-2016	Student Support Center	1244	EOPS Removed Students File	2019-2020
2013-2016	Student Support Center	1245	EOPS Removed Students File	2019-2020
2013-2016	Student Support Center	1246	EOPS Removed Students File	2019-2020
2013-2016	Student Support Center	1247	EOPS Removed Students File	2019-2020

**Los Rios Community College District
SACRAMENTO CITY COLLEGE**

Fiscal Year Documents Originated	Department	Box #	Documents	Fiscal Year Eligible for Destruction
2015/2016	Business Services Office	4102018010	College Store & Graphic Impressions Journal Entries	2018/2019
2015/2016	Business Services Office	4102018011	Third Party Authorizations	2018/2019
2015/2016	Business Services Office	4102018012	District Travel Authorizations	2018/2019
2015/2016	Business Services Office	4102018013	Campus Based Requisitions and Campus Based Travel Authorizations 08/4/15 / 1/26/16	2018/2019
2015/2016	Business Services Office	4102018014	Campus Based Requisitions and Campus Based Travel Authorizations 02/02/16 / 06/21/16	2018/2019
2015/2016	Business Services Office	4102018015	Campus Based Requisitions and Campus Based Travel Authorizations 07/14/15 / 07/28/15	2018/2019
2015/2016	Business Services Office	4102018016	Instant Cash Checks	2018/2019
2015/2016	Business Services Office	4102018017	Partial Receipts of Goods/ Services Report	2018/2019
2015/2016	Business Services Office	4102018018	District Purchase Orders	2018/2019
2015/2016	Business Services Office	4102018019	District Requisitions, District Check Requests, Limited Purchase Orders	2018/2019
2013/2014	Advanced Technology	828017002	Risk Waivers	2018/2019
2013/2014	Advanced Technology	828107007	Requisitions/Purchase Orders	2018/2019
2010/2011	Counseling/ WEXP	1	WEXP Title V	2018/2019
2009/2010	Counseling/ WEXP	2	WEXP Title V	2018/2019
2015/2016	CalWORKS	CAL151517003	Office Confidential Info	2018/2019
2015/2016	CalWORKS	CAL151517004	Student Confidential Info	2018/2019
2007/2018	Child Development Center	CDC02072019-002	Previous supervisor staff files	2018/2019
2007/2018	Child Development Center	CDC02072019-003	Misc reports	2018/2019
2013/2014	Child Development Center	CDC03052014/001	Family/Children's Files	2018/2019
2013/2014	Child Development Center	CDC03052014/002	Family/Children's Files	2018/2019
2013/2014	Child Development Center	CDC03052014/003	Family/Children's Files	2018/2019
2013/2014	Child Development Center	CDC03052014/004	Desired Results Data	2018/2019
2013/2014	Child Development Center	CDC03052014/005	Desired Results Data	2018/2019
2013/2014	Child Development Center	CDC03052014/006	Desired Results Data	2018/2019
2012/2013	Child Development Center	CDC03282019-003	Parent Fees, Call Logs, Licensing Notices, Worker's Comp forms, Leave Request forms	2018/2019
2013/2014	Child Development Center	CDC06072019/005	Family/Child Files	2018/2019
2013/2014	Child Development Center	CDC06072019/006	Family/Child Files	2018/2019
2013/2014	Child Development Center	CDC06072019/007	Family/Child Files	2018/2019
2013/2014	Child Development Center	CDC06072019/008	Family/Child Files/Assessments	2018/2019
2013/2014	Child Development Center	CDC06072019/009	Family Eligibility Applications	2018/2019
2013/2014	Child Development Center	CDC06072019/010	Family/Child Files	2018/2019
2013/2014	Child Development Center	CDC06072019/011	Family/Child Files	2018/2019
2013/2014	Child Development Center	CDC06072019/012	Family/Child Files	2018/2019
2013/2014	Child Development Center	CDC07232013/006	Timesheets, meal count sheets, parent sign/in sheets	2018/2019
2013/2014	Child Development Center	CDC07232013/013	Menu production Record	2018/2019

2011/2012	Child Development Center	CDC08202012006	Childrens' Growth Data	2018/2019
2012/2013	Child Development Center	CDC08202012006	Desired Results (children's growth data)	2018/2019
2013/2014	Child Development Center	CDC09182014/001	Menu Production Records	2018/2019
2013/2014	Child Development Center	CDC09182014/002	Inactive "Eligibility List" Files	2018/2019
2013/2014	Child Development Center	CDC09182014/003	Desired Results Data	2018/2019
2013/2014	Child Development Center	CDC09182014/004	Desired Results Data	2018/2019
2014/2015	Chemistry	CHEM05242001/002	Student Exams, Grades and Quizzes	2018/2019
2015/2016	Chemistry	CHEM05242017/002	Student Exams, Grades, and Quizzes	2018/2019
2014/2015	Chemistry	CHEM05242017/003	Student Exams, Grades and Quizzes	2018/2019
2015/2016	Chemistry	CHEM05242017/003	Student Exams, Grades, and Quizzes	2018/2019
2014/2015	Chemistry	CHEM05242017/004	Student Exams, Grades, and Quizzes	2018/2019
2015/2016	Chemistry	CHEM05242017/004	Student Exams, Grades, and Quizzes	2018/2019
2014/2015	Chemistry	CHEM05242017/005	Student Exams, Grades, and Quizzes	2018/2019
2015/2016	Chemistry	CHEM05242017/005	Student Exams, Grades, and Quizzes	2018/2019
2014/2015	Chemistry	CHEM05242017/006	Student Exams, Grades and Quizzes	2018/2019
2015/2016	Chemistry	CHEM05242017/006	Student Exams, Grades and Quizzes	2018/2019
2014/2015	Chemistry	CHEM05242017/008	Student Exams, Grades, and Quizzes	2018/2019
2014/2015	Counseling	COUN05242016/002	International Student Documents, SSI, Addresses,	2018/2019
2013/2014	College Book Store	CST043014143	Accounts Receivable	2018/2019
2013/2014	College Book Store	CST043014144	Accounts Receivable	2018/2019
2013/2014	College Book Store	CST043014145	Accounts Receivable OF/SP	2018/2019
2013/2014	College Book Store	CST043014146	Accounts Receivable SP/XYZ	2018/2019
2013/2014	College Book Store	CST043014147	Accounts Receivable A/SCC/ADM	2018/2019
2013/2014	College Book Store	CST043014148	Accounts Receivable SCC/ADM/XYZ	2018/2019
2013/2014	College Book Store	CST043014149	Sales Reports Jun 13	2018/2019
2013/2014	College Book Store	CST043014150	Sales Reports Jul 13	2018/2019
2013/2014	College Book Store	CST043014151	Sales Reports Aug 13	2018/2019
2013/2014	College Book Store	CST043014152	Sales Reports Sept 13	2018/2019
2013/2014	College Book Store	CST043014153	Sales Reports/ Credit Card/Buy Back Jun 13	2018/2019
2013/2014	College Book Store	CST043014154	Sales Reports	2018/2019
2013/2014	College Book Store	CST043014155	Sales Reports Nov/Dec 13	2018/2019
2013/2014	College Book Store	CST043014156	Sales Reports Jan/Apr 13	2018/2019
2013/2014	College Book Store	CST043014157	Sales Reports Jan 14	2018/2019
2013/2014	College Book Store	CST043014158	Sales Reports Feb 14	2018/2019
2013/2014	College Book Store	CST043014159	Sales Reports Mar 14	2018/2019
2013/2014	College Book Store	CST043014160	Sales Reports Apr 14	2018/2019
2013/2014	College Book Store	CST043014161	Accounts Receivable SCC/ADM/XYZ	2018/2019
2013/2014	College Book Store	CST043014162	Accounts Receivable A/ SCC ADM	2018/2019

2015/2016	College Store	CST101416001	Employee Timesheets	2018/2019
2014/2015	Extended Opportunity Programs and Services	EOPS080116/01	Student Confidential Files, Application, Case File Notes, Transcripts, Etc.	2018/2019
2014/2015	Extended Opportunity Programs and Services	EOPS080116/02	Student Confidential Files, Application, Case File Notes, Transcripts, Etc.	2018/2019
2014/2015	Extended Opportunity Programs and Services	EOPS080116/03	Student Confidential Files, Application, Case File Notes, Transcripts, Etc.	2018/2019
2013/2014	Kinesiology	KHA05232017/001	Student Records/Transcripts	2018/2019
2001/2002	Kinesiology	KHA05232017/002	Student Records/Transcripts	2018/2019
2001/2002	Kinesiology	KHA05232017/003	Student Records/Transcripts	2018/2019
2015/2016	Kinesiology, Health & Athletics	KHA07162015/001	Athletic Counseling Student Records	2018/2019
2015/2016	Kinesiology, Health & Athletics	KHA07162015/002	Athletic Counseling Student Records	2018/2019
2015/2016	Kinesiology, Health & Athletics	KHA07162015/003	Athletic Counseling Student Records	2018/2019
2015/2016	Kinesiology, Health & Athletics	KHA07162015/004	Athletic Counseling Student Records	2018/2019
2015/2016	Kinesiology, Health & Athletics	KHA07162015/005	Athletic Counseling Student Records	2018/2019
2016/2017	Kinesiology	KHA09052018003	Student Records/Transcripts	2018/2019
2009/2010	Math/Statistics/Engineering	MSE06202016/002	Intents & Timesheets, Absences Reports, Faculty TCS's Division Budget Faculty Office Hours, Textbooks, Syllabus	2018/2019
2010/2011	Math/Statistics/Engineering	MSE06202016/003	Intents & Timesheets, Absences Reports, Faculty TCS's Division Budget Faculty Office Hours, Textbooks, Syllabus	2018/2019
2015/2016	Math/Statistics/Engineering	MSE09262016/001	Human Services 1000 Confidential Info.	2018/2019
2015/2016	Math/Statistics/Engineering	MSE09262016/002	Human Services 1000 Misc. Confidential Information	2018/2019
2015/2016	Math/Statistics/Engineering	MSE09262016/003	Human Services 1000 Misc. Confidential Information	2018/2019
2015/2016	Math/Statistics/Engineering	MSE09262016/004	Human Services 1000 Misc. Confidential Information	2018/2019
2015/2016	Math/Statistics/Engineering	MSE09262016/005	Human Services 1000 Misc. Confidential Information	2018/2019
2015/2016	Math/Statistics/Engineering	MSE09262016/006	Human Services 1000 Misc. Confidential Information	2018/2019
2015/2016	Math/Statistics/Engineering	MSE09262016/007	Human Services 1000 Misc. Confidential Information	2018/2019
2015/2016	Math/Statistics/Engineering	MSE09262016/008	Human Services 1000 Misc. Confidential Information	2018/2019
2015/2016	Math/Statistics/Engineering	MSE09262016/009	Human Services 1000 Misc. Confidential Information	2018/2019
2015/2016	Math/Statistics/Engineering	MSE09262016/010	Human Services 1000 Misc. Confidential Information	2018/2019
2015/2016	Math/Statistics/Engineering	MSE09262016/011	Human Services 1000 Misc. Confidential Information	2018/2019
2015/2016	Nursing	NURS12092019	Student Applications	2018/2019
2008/2009	Operations Division	OPS0815120001	Employee Key Details	2018/2019

2008/2009	Operations Department	OPS112816002	Lillard Hall Moderation	2018/2019
2008/2009	Operations Department	OPS112816002	West Sacramento Center Phase 1 and 2	2018/2019
2013/2014	Science and Allied Health	SAH04172019/001	Dental Hygiene Clinic Forms 2014	2018/2019
2013/2014	Science and Allied Health	SAH05022019/001	Dental Assisting Clinic Forms 2013	2018/2019
2013/2014	Science and Allied Health	SAH05022019/002	Dental Assisting Clinic Forms 2014	2018/2019
2011/2012	Science and Allied Health	SAH06102019/001	Dental Hygiene Clinic Forms 2011	2018/2019
2011/2012	Science and Allied Health	SAH06102019/002	Dental Hygiene Clinic Forms 2011	2018/2019
2011/2012	Science and Allied Health	SAH06102019/003	Dental Hygiene Clinic Forms 2011	2018/2019
2011/2012	Science and Allied Health	SAH06102019/004	Dental Hygiene Clinic Forms 2011	2018/2019
2011/2012	Science and Allied Health	SAH06102019/005	Dental Hygiene Clinic Forms 2011	2018/2019
2011/2012	Science and Allied Health	SAH06102019/006	Dental Hygiene Clinic Forms 2011	2018/2019
2011/2012	Science and Allied Health	SAH06102019/013	Dental Office Forms	2018/2019
2011/2012	Science and Allied Health	SAH06102019/014	Dental Office Forms	2018/2019

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 18, 2019

SUBJECT:	Disposition of Surplus Equipment – Salvage Value Greater than \$5,000	ATTACHMENT: None	
		ENCLOSURE: None	
AGENDA ITEM:	Consent Item G	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	<div style="text-align: right;"><i>UFR</i></div> Mario Rodriguez, Vice Chancellor Finance and Administration	CONSENT/ROUTINE	X
		FIRST READING	
APPROVED FOR CONSIDERATION:	<div style="text-align: right;"><i>Brian King</i></div> Brian King, Chancellor	ACTION	
		INFORMATION	

BACKGROUND:

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

STATUS:

The District will auction the following items which in aggregate have a value greater than \$5,000: 1995 John Deere Gater 4X2; 2004 Club Car Cart 48 volt; 4 Tractor Tires; Bed & Ladder Rack; 2007 EZ-Go Cart 36 volt; 2002 Club Car Cart 48 volt; 2003 Taylor Dunn Cart 36 volt; 2011 HDK Express Cart 36 volt; 1991 EZ-Go Cart 36 volt; Brother Fax Super G3; 1998 Ford Crown Victoria; 1992 Ford Club Wagon (E-150); 2002 Ford Crown Victoria; 1998 Chevrolet Astro Van; 1994 Toro Ground Master GM-325D parts mower; Ryan Aerator; 1997 Ford Club Wagon Van; 1995 Ford Crown Victoria. Due to the poor condition of each item, the equipment is no longer suitable for school use. The District, via public auction, intends to sell to the highest bidder or donate to an interested school/public entity.

RECOMMENDATION:

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

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 18, 2019

SUBJECT:	Disposition of Surplus Equipment	ATTACHMENT: None	
		ENCLOSURE: None	
AGENDA ITEM:	Consent Item H	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	<div style="text-align: right;"><i>UJR</i></div> Mario Rodriguez, Vice Chancellor Finance and Administration	CONSENT/ROUTINE	X
		FIRST READING	
APPROVED FOR CONSIDERATION:	<div style="text-align: right;"><i>Brian King</i></div> Brian King, Chancellor	ACTION	
		INFORMATION	

BACKGROUND:

The Education Code regulates the procedures by which a community college district can dispose of real and personal property. Education Code section 81452 provides that the governing board may, by unanimous vote, dispose of items valued at \$5,000 or less by private sale without advertising or selling the items at public auction. The District has held previous auctions, but they have generally cost more than they have netted for the District.

STATUS:

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

The surplus items to be recycled or disposed of are either irreparable, obsolete, in poor condition or not needed for district/college operations and include the following: 1 audio snake; 1 AV scaler; 1 cinema display; 1 compressor; 443 computers; 1 copier; 1 digital sample player; 3 fax machines; 3 iMac's; 1 instructor base; 10 laptops; 58 monitors; 3 notebook PC's; 3 photo enlargers; 1 powered mixer; 13 printers; 2 projectors; 1 scanner; 2 servers; 49 student remotes; 5 switches; 4 televisions; 1 TV view gold unit and 1 WiFi base station.

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

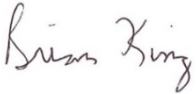
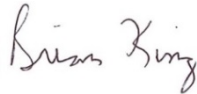
RECOMMENDATION:

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 18, 2019

SUBJECT:	Ratify: Grants and Contracts Awarded	ATTACHMENT: None	
		ENCLOSURE: None	
AGENDA ITEM:	Consent Item I	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
State of California Mainframe Apprenticeship Program <ul style="list-style-type: none"> • Funding to support an apprenticeship program for Mainframe Computing. • 9/01/2019 through 12/31/2022 • Administrator: Frank Kobayashi / AVP, Workforce Economic Development 	ARC	\$500,000	California Community College Chancellor's Office
Host College, Regional Director, Employer Engagement, ICI/DM <ul style="list-style-type: none"> • Funding to host and supervise the North/Far North Regional Director program for ICT/Digital Media. • 7/01/2019 through 9/30/2020 • Administrator: Joel Powell / Dean, Business and Computer Science 	CRC	\$200,000	Rancho Santiago Community College District
Child Development Training Consortium <ul style="list-style-type: none"> • Funding to designate a campus coordinator to implement the Child Development Training Consortium program. • 9/01/2019 through 6/30/2020 • Administrator: Diana Hicks / Dean, Humanities 	ARC	\$29,750	Yolo Community College District

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 18, 2019

SUBJECT:	Ratify: Bid Transactions	ATTACHMENT: None	
		ENCLOSURE: None	
AGENDA ITEM:	Consent Item J	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	<i>WR</i> Mario Rodriguez, Vice Chancellor Finance and Administration	CONSENT/ROUTINE	X
		FIRST READING	
APPROVED FOR CONSIDERATION:	<i>Brian King</i> Brian King, Chancellor	ACTION	
		INFORMATION	

BACKGROUND:

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

CHANGE ORDERS					
Bid No	Description	Change Amount	Change Number	Vendor	New Contract Total
18027	ARC Liberal Arts Modernization (STEM) elevator shaft redesign, add water valves, drains, upsize plumbing fixtures, adjust walls	\$45,628.00	2	Flint Builders Inc.	\$31,887,107.00

BID AWARDS					
Bid No	Description	No of Responses	Award Date	Successful Vendor	Contract Amount
20004	District Wide Beverage Services	3	12/4/19	Pepsico	N/A

Bidders for Bid No 20004:

Vendor Name	Evaluation Average Score
PEPSICO	64
COCA-COLA	61.5
KEURIG DR PEPPER	18

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 18, 2019

SUBJECT:	Ratify: Affiliation and Other Agreements	ATTACHMENT: Yes	
		ENCLOSURE: None	
AGENDA ITEM:	Consent Item K	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	Mario Rodriguez, Vice Chancellor Finance and Administration	CONSENT/ROUTINE	X
		FIRST READING	
APPROVED FOR CONSIDERATION:	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 item is used to ensure compliance with this obligation.

STATUS:

Pursuant to Board Policy 8315, the agreements and/or extensions listed on the attached document are hereby presented for approval/ratification.

RECOMMENDATION:

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

ALLIED HEALTH AGREEMENTS FOR CLINICAL PLACEMENTS

Listed below are Allied Health Agreements for clinical placements and Internships for Los Rios students. Pursuant to the agreements, the District is obligated to cooperate and provide educational services. The agreements do not require payment or receipt of funds.

Agency	Clinical Program	Campus	Contract Date	Term
Vibra Hospital of Northern CA	PTA/OTA ¹	SCC	10/23/19	Evergreen
Matthew J. Campbell, DDS	Dental Asst.	SCC	10/30/19	Evergreen
Olive & Brach Speech Pathology Services, Inc.	SLPA ²	ARC	11/18/19	Evergreen
Magnolia Modern Dentistry	Dental Asst.	SCC	11/21/19	Evergreen

¹ PTA/OTA: Physical Therapy Assistant/Occupational Therapy Assistant

²SLPA: Speech Language Pathology Assistant

ON-CAMPUS FACILITY USE AGREEMENTS

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

Campus	Type of Agreement	Permit Number
EDC	Facility Use Permit	EDC-2020-004
FLC	Facility Use Permit	FLC-19-080
FLC	Facility Use Permit	FLC-19-082
CRC	Facility Use Permit	C20-0066
CRC	Facility Use Permit	C20-0067
CRC	Facility Use Permit	C20-0068
CRC	Facility Use Permit	C20-0069
Harris Center	Facility Use Permit	14191
Harris Center	Facility Use Permit	14291
Harris Center	Facility Use Permit	14336
Harris Center	Facility Use Permit	14337
Harris Center	Facility Use Permit	14345
Harris Center	Facility Use Permit	14355
Harris Center	Facility Use Permit	14366
Harris Center	Facility Use Permit	14367
Harris Center	Facility Use Permit	14370
Harris Center	Facility Use Permit	14371
Harris Center	Facility Use Permit	14372
Harris Center	Facility Use Permit	14373
Harris Center	Facility Use Permit	14376
Harris Center	Facility Use Permit	14377
Harris Center	Facility Use Permit	14402
Harris Center	Facility Use Permit	14892
Harris Center	Facility Use Permit	14895
Harris Center	Facility Use Permit	14916
Harris Center	Facility Use Permit	14917
Harris Center	Facility Use Permit	14921
ARC	Facility Use Permit	1110
ARC	Facility Use Permit	1111
ARC	Facility Use Permit	1112
ARC	Facility Use Permit	1113
ARC	Facility Use Permit	1114
ARC	Facility Use Permit	1115
ARC	Facility Use Permit	1116
ARC	Facility Use Permit	1117
ARC	Facility Use Permit	1118
ARC	Facility Use Permit	1119
ARC	Facility Use Permit	1120
ARC	Facility Use Permit	1121

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 18, 2019

SUBJECT:	Purchase Orders, Warrants, Checks and Electronic Transfers	ATTACHMENT: Yes	
		ENCLOSURE: None	
AGENDA ITEM:	Consent Item L	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	<div style="text-align: right;"><i>U/R</i></div> Mario Rodriguez, Vice Chancellor Finance and Administration	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, 2019 through November 15, 2019 is on file in the District Business Services Office for review.

RECOMMENDATION:


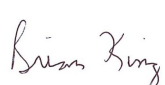
It is recommended that the Board of Trustees approve the numbered purchase orders, warrants, checks and electronic transfers that are reflected on the attached schedule.

PURCHASE ORDERS		
General Fund	0001108947-0001109496 B200834-B200863	\$ 2,891,335.20
Capital Outlay Fund	0003018386-0003018428	
Child Development Fund	0006000909-0006000909	
Self-Insurance Fund	-	
WARRANTS		
General Fund	786028-787925	\$ 20,226,408.52
General Fund-ARC Instructional Related	010265-010357	
General Fund-CRC Instructional Related	023517-023554	
General Fund-FLC Instructional Related	031626-031645	
General Fund-SCC Instructional Related	048064-048137	
Capital Outlay Fund	834294-834345	
Student Financial Aid Fund	900531-900542	
Child Development Fund	954777-954799	
Self-Insurance Fund	976573-976580	
ODSFD	-	
Payroll Warrants	452061-453664	\$ 9,330,164.16
Payroll Vendor Warrants	66282-66420	
November Leave Process	453665-455357	
CHECKS		
Financial Aid Disbursements (E-trans)	-	\$ 20,274,055.91
Clearing Checks	2817-2818	\$ 2,695.00
Parking Checks	3152-3153	\$ 291.00
Bookstore Fund – ARC	34004-34082	\$ 472,904.81
Bookstore Fund – CRC	28841-28869	
Bookstore Fund – FLC	-	
Bookstore Fund – SCC	51421-51466	
Student Clubs Agency Fund – ARC	6003-6023	\$ 99,151.14
Student Clubs Agency Fund – CRC	5292-5317	
Student Clubs Agency Fund – FLC	2786-2800	
Student Clubs Agency Fund – SCC	4331-4353	
Foundation – ARC	6579-6588	\$ 39,787.49
Foundation – CRC	2817-2822	
Foundation – FLC	1891-1898	
Foundation – SCC	5327-5349	
Foundation – DO	1143-1150	
Associated Students Trust Fund – ARC	1023-1027	\$ 13,301.06
Associated Students Trust Fund – CRC	0912-0914	
Associated Students Trust Fund – FLC	0751-0752	
Associated Students Trust Fund – SCC	-	
Regional Performing Arts Center Fund	USI Check System 7137-7205	\$ 368,585.11
ELECTRONIC TRANSFERS		
Board of Equalization	-	\$
PARS	-	\$ 42,428.47
Vendors	-	\$
International Wire- Ethan Way Center	-	\$ 1,788.00
Backup Withholding	-	\$ -
Retiree Health Trust	-	\$ -
Self-Insurance	-	\$ 103,761.08
Bookstore	-	\$ 54,685.93
Payroll Direct Deposit Advices	1011751-1017042	\$ 14,750,791.33
Other Payroll Transactions	-	\$ 4,411.00
Foundation Scholarships	-	\$ 500.00

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 18, 2019

SUBJECT:	Short-Term Temporary Employees	ATTACHMENT: Yes	
		ENCLOSURE: None	
AGENDA ITEM:	Consent Item M	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	 Jamey Nye, 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, 2020 to June 30, 2020, 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, 2020 through June 30, 2020. 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, 2020 through June 30, 2020


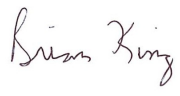
Short-Term Temporary Classifications:	Anticipated Number of Short-Term Temporary Staff:
A/V Prod & Maint Tech I	1
Account Clerk I	15
Account Clerk II	11
Account Clerk III	2
Administrative Assistant I	13
Administrative Assistant II	2
Admissions/Records Clerk I	16
Admissions/Records Clerk II	6
Admissions/Records Clerk III	5
Admissions/Records Evaluator I	8
Advanced Interpreter	5
Alternate Media Specialist	1
Art Model	3
Assistant Coach	50
Asst. Sports Program Director	4
Asst. Coach-Baseball	1
Asst. Coach-Swimming (W)	1
Asst. Financial Aid Officer	7
Athletic Trainer	9
Beginning Interpreter	49
Bookstore Aide	22
Bookstore Clerk I	16
Bookstore Clerk II	2
Bookstore Stock Clerk	2
Buyer II	1
Campus Patrol	136
Child Dev. Center Assoc. Teacher	5
Child Development Center Teacher	3
Child Development Center Clerk	1
Clerk I	184
Clerk II	33
Clerk III	48
College Receiving Clerk/Storekeeper	1
College Reserve Police Officer	1
Counseling Clerk I	11
Counseling Clerk II	25
Custodian	47
Digital Communications Specialist	1
DSP&S Clerk	13
Educational Center Clerk	1
Educational Media Design Specialist	2
Financial Aid Clerk I	24

Short-Term Temporary Classifications:	Anticipated Number of Short-Term Temporary Staff:
Financial Aid Clerk II	19
Financial Aid Officer	6
Game Timer	3
Graphic Designer	3
Groundskeeper	2
Instructional Assistant	229
Instructional Services Assistant I	1
Instructional Services Assistant II	4
Intercollegiate Game Technician	10
Intermediate Interpreter	13
IT Specialist I	2
IT Technician I	1
Laboratory Technician	9
Library Technician	2
Library/Media Technical Assistant	1
Lifeguard I	6
Lifeguard II	2
Maintenance Technician I	2
Outreach Specialist	5
PE/Athletic Attendant	2
Police Communication Dispatcher	4
Printing Services Operator II	3
Public Relations Technician	2
Reader/Tutor	70
Recruit Training Officer	4
Senior IT Technician	2
Special Projects	237
Specialty Coach	10
Sports Instructor I	4
Sports Program Director	3
Staff Resources Center Assist	1
Student Affairs Specialist	1
Student Personnel Assistant	104
Student Support Specialist	11
Swimming Instructor I	20
Swimming Instructor II	9
Swimming Pool Cashier	1
TANF/CalWORKs Specialist	4
Theatre Technician	1
Toolroom Equipment Attendant	2
Tutorial Services Assistant	2

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 18, 2019

SUBJECT:	Human Resources Transactions	ATTACHMENT: Yes	
		ENCLOSURE: None	
AGENDA ITEM:	Consent Item N	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	 Jamey Nye, Deputy Chancellor	CONSENT/ROUTINE	X
		FIRST READING	
APPROVED FOR CONSIDERATION:	 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>	
Gustafson, Bryon G. (Ph.D., University of Colorado)	Dean of McClellan/Sacramento Regional Public Safety Training Center	01/13/20
	<u>Cosumnes River College</u>	
Harrell, Kimberley S. (Ph.D., Northcentral University)	Associate Vice President of Instruction for Economic and Workforce Development	12/19/19
	<u>Folsom Lake College</u>	
Ortiz-Mercado, Sonia M. (M.A., California State University, Sacramento)	Vice President of Student Services	12/19/19
	<u>Sacramento City College</u>	
Leonard, Patti A. (M.S., Pepperdine University)	Dean of Humanities and Fine Arts	01/01/20
APPOINTMENT(S) TO TEMPORARY POSITION(S)		
<u>Name</u>	<u>Subject/Position</u>	<u>Effective Date(s)</u>
	<u>American River College</u>	
Kobayashi, Hironobu F. (Ed.D., University of California, Davis)	Interim Vice President of Instruction	12/04/19 – 06/30/20
Preciado, Josef D. (M.P.P., California State University, Sacramento)	Interim Director (VI) of Workforce Development	11/18/19 – 06/30/20
	<u>Cosumnes River College</u>	
Amini, Banafsheh M. (M.A., University of California, Davis)	Interim Associate Dean (III) of Instruction	09/23/19 – 02/28/20 (Revised)
	<u>District Office</u>	
Blodgett, Hannah M. (M.P.P.A., California State University, Sacramento)	Interim Director (VII) of Educational Services and Student Success	11/25/19 – 11/25/20

MANAGEMENT

APPOINTMENT(S) TO TEMPORARY POSITION(S) CONTINUED

<u>Name</u>	<u>Subject/Position</u>	<u>Effective Date(s)</u>
	<u>Folsom Lake College</u>	
Ortiz-Mercado, Sonia M. (M.A., California State University, Sacramento)	Interim Vice President of Student Services	08/08/19 – 12/18/19 (Revised)

LEAVE(S) OF ABSENCE

<u>Name</u>	<u>Subject/Position</u>	<u>Type</u>	<u>Effective Date(s)</u>
	<u>Folsom Lake College</u>		
Buchanan, Sally A.	Director (VIII) of Donor Relations	Medical	10/07/19 – 11/29/19

RECLASSIFICATION(S)

<u>Name</u>	<u>Subject/Position</u>	<u>Effective Date(s)</u>
	<u>District Office</u>	
Ross, Gabriel A.	Associate Vice Chancellor of Strategy and Communications From Associate Vice Chancellor of Communications and Media Relations	01/01/20

RESIGNATION(S)

<u>Name</u>	<u>Subject/Position</u>	<u>Effective Date(s)</u>
	<u>American River College</u>	
Lawrenson, Lisa M.	Vice President of Instruction	12/03/19

RETIREMENT(S)

<u>Name</u>	<u>Subject/Position</u>	<u>Effective Date(s)</u>
	<u>District Office</u>	
Ohlson, Brooks D. (After 14+ years of regular service)	Director (VI), Center for International Trade Development	12/31/19

FACULTY

APPOINTMENT(S)		
<u>Name</u>	<u>Subject/Position</u>	<u>Effective Date(s)</u>
	<u>American River College</u>	
Farahmandnia, Saideh (M.D., Ross University School of Medicine)	Biology (Non-Majors) Assistant Professor	01/16/20
	<u>Sacramento City College</u>	
Douglas, Umar (M.S., Columbia University)	Counselor	11/25/19 <i>(Revised)</i>
Romero Jr., Jesus (M.S., California State Polytechnic University, Pomona)	Mathematics Assistant Professor	01/16/20

APPOINTMENT(S) TO CATEGORICALLY FUNDED POSITION(S)		
<u>Name</u>	<u>Subject/Position</u>	<u>Effective Date(s)</u>
	<u>American River College</u>	
Thompson, Jasmine (M.A., Saint Mary's College of California)	Counselor	01/02/20 – 09/30/20

APPOINTMENT(S) TO TEMPORARY POSITION(S)		
<u>Name</u>	<u>Subject/Position</u>	<u>Effective Date(s)</u>
	<u>American River College</u>	
Nelson, David D. (B.A., Le Cordon Bleu College of Culinary Arts)	Hospitality Management / Culinary Arts Assistant Professor, L.T.T.	10/21/19 – 12/19/19
Zack Lopez, Marjorie S. (M.S., Bank Street College of Education)	Tutorial Center Coordinator, L.T.T.	08/22/19 – 06/30/20 <i>(Revised)</i>
	<u>Cosumnes River College</u>	
Goldfield, Anna E. (Ph.D., Boston University)	Anthropology Assistant Professor (77.6%), L.T.T.	10/07/19 – 12/19/19 <i>(Revised)</i>
Goldfield, Anna E. (Ph.D., Boston University)	Anthropology Assistant Professor, L.T.T.	01/16/20 – 05/20/20 <i>(Revised)</i>

FACULTY

APPOINTMENT(S) TO TEMPORARY POSITION(S) - CONTINUED

<u>Name</u>	<u>Subject/Position</u>	<u>Effective Date(s)</u>
	<u>Folsom Lake College</u>	
Mirmobiny, Shadieh (Ph.D., Institute for Doctoral Studies in Visual Arts)	Art History Assistant Professor, L.T.T.	10/08/19 – 05/20/20

LEAVE(S) OF ABSENCE

<u>Name</u>	<u>Subject/Position</u>	<u>Type</u>	<u>Effective Date(s)</u>
	<u>Cosumnes River College</u>		
Fisher, Ryana R.	Tutoring Coordinator	Maternity	12/06/19 – 02/10/20
Martin, Mary S.	Mathematics Professor	Medical	01/21/20 – 05/18/20
	<u>Sacramento City College</u>		
Waxman, Robyn M.	Graphic Communication Professor	Personal (60%)	01/16/20 – 05/20/20 (Revised)
Wu, Tsz Yan	Mathematics Professor	Childcare / Type C	01/16/20 – 05/20/20
Wu, Tsz Yan	Mathematics Professor	Type C	08/20/20 – 12/17/20

REASSIGNMENT(S) / TRANSFER(S)

<u>Name</u>	<u>Subject/Position</u>	<u>Effective Date(s)</u>
	<u>American River College</u>	
Register, James M.	STEM/MESA Coordinator From Mathematics Professor	07/01/19
Register, James M.	Mathematics Professor From STEM/MESA Coordinator	01/01/20

RETIREMENT(S)

<u>Name</u>	<u>Subject/Position</u>	<u>Effective Date(s)</u>
	<u>American River College</u>	
Fox, David E. (After 22 years of regular service)	Computer Information Science Professor	05/21/20

FACULTY

RETIREMENT(S) - CONTINUED

<u>Name</u>	<u>Subject/Position</u>	<u>Effective Date(s)</u>
	<u>Cosumnes River College</u>	
Deneke, Charles F. (After 15 years of regular service)	Biology Professor	05/21/20

2019 – 2020 SABBATICAL AND PROFESSIONAL DEVELOPMENT LEAVE(S) – REVISIONS

The following is a revision from the 2019-20 Sabbatical and Professional Development Leaves approved by the Board of Trustees on November 13, 2019.

Folsom Lake College

Type B Leave Time

The final unused FTE for Type B Leave at Folsom Lake College was revised to reflect the amount of .150 to be carried forward to 2020/21.

~~-.200~~ .150 FTE Type B Leave unused during 2019/20
*.200 .150 FTE Type B Leave to be carried forward to 2020/21 (per LRCFT Section 11.6.8.5)

TEMPORARY, PART-TIME EMPLOYEES Summer 2019
American River College

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Reichel,Sonya J.	Mathematics, General	17 %

TEMPORARY, PART-TIME EMPLOYEES Summer 2019
Cosumnes River College

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Geissler,Markus	Coordinator	5 %

TEMPORARY, PART-TIME EMPLOYEES Summer 2019
Folsom Lake College

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Rahman Jackson,Lishia	Counselor	48 %

TEMPORARY, PART-TIME EMPLOYEES Fall 2019
American River College

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
** (A1) Adams, Jane P.	Counselor	12 %
** (A1) Adams, Jane P.	Counselor	16 %
** (A1) Adams, Jane P.	Counselor	11 %
Andersen, James A.	Emergency Medical Services	10 %
Beattie, Brandon L.	Welding Technology	7 %
Beckerman, Nathan S.	Emergency Medical Services	10 %
Brownell, Eric M.	English	37 %
Buckner, Mallory R.	Counselor	44 %
Currea, Ana Maria S.	Reading	10 %
Daniels, Lisa M.	Reading	43 %
Davila, Heidi L.	Counselor	13 %
Econome, Jennie G.	Counselor	10 %
** (B5) Elledge, Clayton E.	Emergency Medical Services	10 %
Fernandez, Joyce M.	Counselor	10 %
Gelotte, Danielle	Counselor	21 %
Ghosh, Rupa	Reading	33 %
Hanson, Christopher James	Emergency Medical Services	10 %
Harlan Fontanoza, Tara J.	Reading	1 %
Hein, Randall D.	Emergency Medical Services	10 %
** (B5) Henderson, Craig	Emergency Medical Services	10 %
Herman, Kathryn M.	Counselor	60 %
Hughes, Heather V.	Counselor	6 %
Hughes, Heather V.	Counselor	15 %
Hughes, Heather V.	Counselor	5 %
Jay, Susan M.	General Work Experience	20 %
Johnson, Melvin H.	Welding Technology	22 %
Jones, Brian L.	Administration of Justice	33 %
Jones, Jayme E.	Counselor	60 %
Kientz, Michelle L.	Counselor	55 %
Liu, Ka Man	Biomedical Instrumentation	25 %
Maurino, Molly A.	Physical Education	15 %
Miranda, Mee	Counselor	60 %
Miranda, Yolanda O.	Counselor	10 %

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

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

**TEMPORARY, PART-TIME EMPLOYEES Fall 2019
American River College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Mirmobiny,Shadieh	Fine Arts, General	8 %
O'Donnell,Daniel G.	Business Administration	30 %
Plezia-Missler,Dorothy E.	Counselor	11 %
Riley,Robert R.	Emergency Medical Services	10 %
Robinson,Matthew P.	Music	3 %
Silber,Charles L.	Mathematics, General	21 %
** (B5) Stewart,Dale R.	Emergency Medical Services	10 %
Tateishi,Robin L.	Emergency Medical Services	10 %
Ward,Scot W.	Emergency Medical Services	10 %
Welter,Lee O.	Emergency Medical Services	10 %
Westre,Barbara J.	Counselor	5 %
Wilouza,Monica E.	Emergency Medical Services	10 %
Wolfley,Ronald E.	Emergency Medical Services	10 %

**TEMPORARY, PART-TIME EMPLOYEES Fall 2019
Cosumnes River College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Garcia,Angel M.	Counselor	2 %
Gelotte,Danielle	Counselor	20 %
Goldfield,Anna E.	Anthropology	25 %
Humphrey,Lindsey B.	Business and Commerce, General	9 %
King,Kimberly M.	Counselor	12 %
Nelson,David D.	Restaurant and Food Services Management	57 %
Wergeland,Kari A.	Librarian	18 %

**TEMPORARY, PART-TIME EMPLOYEES Fall 2019
Folsom Lake College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Lorenzo,Gina M.	Counselor	41 %
McGhee,Kelly F.	Counselor	41 %
Mirmobiny,Shadieh	Fine Arts, General	16 %
Mirmobiny,Shadieh	Other Humanities	9 %
Nielsen,Ruth C.	Counselor	15 %
Radekin,Rachel R.	Job Seeking/Changing Skills	7 %
Yazdanmehr,Mohammad M.	Radiologic Technology	11 %

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

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Baltimore,Paul R.	History	7 %
Davatz,Holly C.	English	32 %
Dilley,Paul J.	History	67 %
Garcia,Isela	Cosmetology and Barbering	64 %
Henry,Stephanie A.	Cosmetology and Barbering	58 %
Jackson,Charisse I	Licensed Vocational Nursing	65 %
Jackson,Lorraine C.	Cosmetology and Barbering	48 %
Joy,Anna L.	English	7 %
Kuwamoto,Jill	Fashion	13 %
Meza,Ryan Angel	Applied Photography	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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TEMPORARY, PART-TIME EMPLOYEES Fall 2019**Sacramento City College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Patrice,Alicia	Librarian	11 %
Payne,Autum	Applied Photography	57 %
Reiche,Jeremy J.	Fashion Production	41 %
Waltonen,Karma J.	English	21 %
Winchell,Jean M.	Fashion Design	6 %
Winchell,Jean M.	Fashion Production	6 %
Wiseman,Maury I.	History	27 %
Zanartu,Luis A.	Sociology	40 %

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

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Allie,Diana J.	Counselor	6 %
Ayala-Garcia,Marisol G.	Emergency Medical Services	15 %
Chou,Susan S.	Nutrition, Foods, and Culinary Arts	20 %
Davis,William E.	Biology, General	20 %
Johnston,Diana L.	Coordinator	33 %
Mpagazi,Tiffany R.	Coordinator	15 %
Pries,Shannon S.	Reading	13 %
Williams,Samuel W.	Dramatic Arts	20 %

REGULAR EMPLOYEES - OVERLOAD ASSIGNMENTS Fall 2019**Cosumnes River College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Bond,Emily F.	Librarian	5 %
Jones-Thomas,Brandy S.	Human Services	20 %
Simpson,Roy W.	Mathematics, General	9 %
Thomas-Fisk,Cory E.	Civil & Construction Mgmt Technology	40 %

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

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Tran,Kieuchinh T.	Accounting	27 %

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

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Anderson,Catherine	Other Humanities	30 %
Giovannetti,Lynne R.	Fashion Production	13 %
** (B5) Handy,Mae F.	Cosmetology and Barbering	8 %
Iredale,Michael J.	Nursing	29 %

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REGULAR EMPLOYEES - OVERLOAD ASSIGNMENTS Fall 2019
Sacramento City College

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Lepe-Rodriguez, Leonela G.	Counselor	6 %
Lepe-Rodriguez, Leonela G.	Counselor	10 %
Logan, Shane P.	Sociology	40 %
Miller, Nicholas B.	Sociology	20 %
Rice, Helen M.	Licensed Vocational Nursing	20 %
Tuifua, Amelia S.	Counselor	14 %
Vargas-Onate, Jacqueline	Counselor	6 %
Williams, Nichelle	Counselor	9 %

TEMPORARY, PART-TIME EMPLOYEES Spring 2020
American River College

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Perez, Kristine A.	Biology, General	35 %
** (A2) Petraru, Marius	Geography	55 %
Pezzone, John P.	Administration of Justice	0 %
Plantaric, Edward J.	Administration of Justice	0 %
Plezia-Missler, Dorothy E.	Counselor	19 %
Plezia-Missler, Dorothy E.	Counselor	8 %
Ponce, Carlos F.	Administration of Justice	0 %
Powers, Matthew T.	Administration of Justice	0 %
Preciado, Monica Isabel	Counselor	54 %
Pulido, Brandi N.	Counselor	60 %
Ramos, Gabriel F.	Administration of Justice	40 %
Rath, Jeffrey A.	Administration of Justice	0 %
Reed, Arthur L.	Earth Science	20 %
Regan, Debra Sue	Biology, General	20 %
Regan, Debra Sue	Physiology (Includes Anatomy)	35 %
Rennie, Sharilyn M.	Physiology (Includes Anatomy)	50 %
** (A5) Richards, Ronnie G.	Geographic Information Systems	20 %
Richardson, Ashley A.	Computer Networking	8 %
Riese, Kelly L.	Speech Communication	20 %
Riggio, Jason S.	Natural Resources	9 %
Rivera-Carpenter, Veronica M.	Child Development/Early Care and Educatio	20 %
Roberts, Jeffrey C.	Physiology (Includes Anatomy)	35 %
Robinson, Donna L.	Administration of Justice	0 %
Robinson, Matthew P.	Music	31 %
Robison, Bradley O.	Administration of Justice	33 %
Rogers, Andrew B.	Philosophy	40 %
Romo, Angela S.	Biological and Physical Sciences (and Mathe	8 %
Roome, Elizabeth C.	ESL Writing	27 %
Roome, Elizabeth C.	ESL Speaking/Listening	27 %
** (B4) Rose, David A.	Administration of Justice	0 %
Rowe, Harold E.	Administration of Justice	0 %
Ruckman, David J.	ESL Integrated	40 %
Salisbury, Roy D.	World Wide Web Administration	12 %
** (A2) Salluzzo, Michelle Anne	Child Development/Early Care and Educatio	40 %
Samborski, Dan W.	Painting & Drawing	57 %
Saur, Denise M.	ESL Writing	27 %
Saur, Denise M.	ESL Reading	27 %
Saur, Theodore J.	ESL Writing	27 %
Saur, Theodore J.	ESL Integrated	27 %

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TEMPORARY, PART-TIME EMPLOYEES Spring 2020
Cosumnes River College

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Poeppelman, Timi L.	Journalism	20 %
Prather, Troy D.	Accounting	20 %
Riese, Jon C.	Law, General	20 %
Risenhoover, Dale T.	Health Occupations, General	53 %
Rizam, Dilshod D.	Art	28 %
Rizam, Dilshod D.	Painting & Drawing	28 %
Rojo, Desiree D.	Nutrition, Foods, and Culinary Arts	20 %
Samin, Ahmad F.	Chemistry, General	57 %
Sands-Pertel, Judith A.	Music	58 %

TEMPORARY, PART-TIME EMPLOYEES Spring 2020
Folsom Lake College

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
** (A2) Perez, Craig S.	Physical Education	30 %
Perez, Lizeth	Chemistry, General	30 %
Radding, Joseph R.	Business Management	20 %
Radding, Joseph R.	Economics	20 %
Rahman Jackson, Lishia	Counselor	1 %
** (A5) Ring, David M.	Physics, General	50 %
Romo, Angela S.	Chemistry, General	30 %
Rutz, Patrick	Intercollegiate Athletics	49 %
Sanford, Jennifer K.	Psychology, General	20 %

TEMPORARY, PART-TIME EMPLOYEES Spring 2020
Sacramento City College

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Dao, Cam V.	Accounting	20 %
Perea, Wil Joseph	Mathematics, General	40 %
Perkins, Brett T.	English	60 %
Perkins, Justin	Speech Communication	20 %
Peterson, Krysta R.	ESL Writing	53 %
Pettler, Janelle S.	Software Applications	35 %
Pflugrath, Karl W.	Occupational Therapy Technology	6 %
Poorjahanshah, Homer	Chemistry, General	30 %
Poxon, Judith L.	Other Humanities	20 %
Prilepina, Tamara F.	Mathematics, General	40 %
Prue, Paul A.	Mathematics, General	40 %
** (A5) Pryor, Peter L.	Physical Education	15 %
** (A5) Pryor, Peter L.	Physical Fitness and Body Movement	25 %
Pytel, Darren L.	Administration of Justice	20 %
Reiche, Jeremy J.	Fashion Production	57 %
Rice, Colette M.	Dramatic Arts	20 %
Richardson, Ashley A.	Computer Information Systems	7 %
Richardson, Ashley A.	Computer Networking	20 %
Richman, Neal C.	Electronics & Electric Technology	35 %
Richman, Sylvia J.	Chemistry, General	15 %
Richmond, Pamela R.	English	40 %
Rickgauer, Donald R.	Psychology, General	48 %
Roberts, Cheryl Lynn	Sociology	20 %
Roberts-Eccles, Debora C.	ESL Writing	27 %

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

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

**TEMPORARY, PART-TIME EMPLOYEES Spring 2020
Sacramento City College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Roberts-Eccles, Debora C.	ESL Speaking/Listening	27 %
Robinson, Curtis J.	Geography	35 %
Robinson, Matthew P.	Music	32 %
Rodriguez, Hector	Mathematics, General	40 %
Roggli, Kurt W.	Philosophy	40 %
Rosen-Aydlett, Lisa	Child Development/Early Care and Educatio	20 %
Rosen-Aydlett, Lisa	Family Studies	20 %
Rosoff-Horne, Philip D.	Mathematics, General	53 %
Royal, Joy R.	Software Applications	53 %
Rozek, Paul A.	History	40 %
Sachdev, Poonam	English	40 %
** (A2) Salazar, Rosalinda R.	English	60 %
** (A2) Salluzzo, Michelle Anne	Child Development/Early Care and Educatio	20 %
Sanchez, Rafael	English	40 %
Sandoval, Priscilla Maria	Sociology	40 %

**REGULAR EMPLOYEES - OVERLOAD ASSIGNMENTS Spring 2020
American River College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
** (B5) Reeves, Leslie	Coordinator	40 %
Sabzevary, Iraj	Database Design and Administration	28 %

**REGULAR EMPLOYEES - OVERLOAD ASSIGNMENTS Spring 2020
Folsom Lake College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Pittman, Jason W.	Geography	20 %
Raskin, Samuel W.	Geology	35 %
Raskin, Samuel W.	Job Seeking/Changing Skills	7 %
Ribaudo, Donald N.	Health Education	20 %
Ross, Daniel G.	Computer Programming	35 %

**REGULAR EMPLOYEES - OVERLOAD ASSIGNMENTS Spring 2020
Sacramento City College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Pease, Dyan S.	Business and Commerce, General	20 %
Pease, Dyan S.	Small Business and Entrepreneurship	20 %
Perry, Laurie M.	Child Development/Early Care and Educatio	33 %
** (A1) Peterson, Terry P.	Sculpture	30 %
Phillips, Joseph H.	Mathematics, General	40 %
Piedra, Erica A.	French	53 %
** (A2) Poe, Kathleen A.	Music	60 %
Poon, Alexia V.	Study Skills	8 %
Regalado, Maria Carmen	Psychology, General	60 %
Roberts, Joshua M.	English	20 %
Rohret, Valerie A.	Fine Arts, General	20 %
Rohret, Valerie A.	Classics-Humanities	40 %
Rosenberger, Randy	Mathematics, General	33 %
Rowe, Stephanie A.	Accounting	47 %
Sarte, Jaime M.	Physiology (Includes Anatomy)	30 %

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

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

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>
Anlas Salmon, Andres	Instructional Assistant – Mathematics, 60%, 10 months	ARC	12/02/19
Grant, Terrell A.	Student Personnel Assistant – Career & Job Opportunity Services	ARC	12/02/19
Hansen, Sheldon N.	Police Officer	DO	01/02/20
Kumar, Priyeshniel J.	Laboratory Technician – Science, 40%, 10 months	ARC	12/02/19
Luna, Susana C.	Account Clerk II	ARC	01/15/20
Merritt, Brandon A.	Clerk III, 50%	CRC	12/18/19
Molder, Corey W.	Police Officer	DO	01/02/20
Rudac, Andrei	Custodian	FLC	12/18/19
Smith, Robert A.	Student Personnel Assistant – Outreach Services	ARC	11/20/19

APPOINTMENT(S) TO TEMPORARY POSITION(S)

<u>Name</u>	<u>Position</u>	<u>Assigned to</u>	<u>Effective Date(s)</u>
Espinoza-Santana, Alex	Police Cadet to Officer Program (L.T.T.)	DO	12/03/19 – 06/30/20
Hansen, Sheldon N.	Police Cadet to Officer Program (L.T.T.)	DO	01/12/19 – 12/31/19
Molder, Corey W.	Police Cadet to Officer Program (L.T.T.)	DO	01/12/19 – 12/31/19
Vang, Xia	Police Cadet to Officer Program (L.T.T.)	DO	12/03/19 – 06/30/20

LEAVE(S) OF ABSENCE

<u>Name</u>	<u>Position</u>	<u>Type of Leave</u>	<u>Assigned to</u>	<u>Effective Date(s)</u>
Bachinsky, Irina	Accounting Specialist	Child Care	DO	05/22/20 – 11/29/20
Cooper, Kenneth A.	Information Technology Business/Technical Analyst I	Personal, 20%	DO	01/18/20 – 05/20/20

CLASSIFIED

PLACEMENT ON 39-MONTH RE-EMPLOYMENT LIST

<u>Name</u>	<u>Position</u>	<u>Assigned to</u>	<u>Effective Date(s)</u>
Hogan, Chanice L.	Custodian	ARC	11/30/19
Yedinak, Leontiy A.	Custodian	ARC	11/30/19

PROMOTION(S)

<u>Name</u>	<u>New Position (Current Position)</u>	<u>Assigned to</u>	<u>Effective Date(s)</u>
Ceban, Anatoli	Information Technology Specialist II - Microcomputer Support (Senior Information Technology Technician - Lab/Area Microcomputer Support	ARC ARC)	11/11/19
Hayden, Lisa	Student Support Specialist (Student Personnel Assistant – Student Services	SCC ARC)	12/09/19
Masika Wamala, Brenda	Student Personnel Assistant-TANF (Admissions/Records Clerk III	ARC FLC)	01/06/20
McKay, Avis Y.	Administrative Services Analyst (Accountant	DO DO)	12/02/19
Rowley, Laurie W.	Instructional Assistant – Sacramento Regional Public Safety Training Center (Clerk III	ARC ARC)	11/08/19

REASSIGNMENT(S)/TRANSFER(S)

<u>Name</u>	<u>New Position (Current Position)</u>	<u>Assigned to</u>	<u>Effective Date(s)</u>
Adamovich, Sarah M.	Financial Aid Clerk II (Financial Aid Clerk II, 60% / Educational Center Clerk, 40%	SCC SCC)	12/09/19

RESIGNATION(S)

<u>Name</u>	<u>Position</u>	<u>Assigned to</u>	<u>Effective Date(s)</u>
Grives, Cynthia M.	Police Communications Supervisor	DO	11/08/19
Johnson, Rhianna M.	Counseling Supervisor	SCC	11/23/19

C L A S S I F I E D

RETIREMENT(S)

<u>Name</u>	<u>Position</u>	<u>Assigned to</u>	<u>Effective Date(s)</u>
Milam, Karen E.	Instructional Assistant – Writing/English/ Reading (After 20+ years of regular service)	ARC	12/20/19
Molina, Socorro	Administrative Assistant II (After 15+ years of regular service)	DO	04/04/20
Powell, Ilse R.	Lead Instructional Assistant – English as a Second Language, 10 months (After 29 years of regular service)	ARC	02/29/20 <i>(Revised)</i>
Weaver-Owens, Vickie A.	Employee Benefits Technician (After 14+ years of regular service)	DO	06/01/20
Williams, Angela M.	Student Support Specialist (After 21+ years of regular service)	FLC	02/19/20

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



<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>End Date</u>
<u>American River College</u>			
Llamas Delgadillo, Alejandro	Outreach Specialist	12/02/2019	06/30/2020
Lorente, Michael R.	Assistant Coach	10/01/2019	06/30/2020
Martin III, Alfonza	Special Projects	11/02/2019	06/30/2020
Morriese, Arthur W.	Special Projects	11/20/2019	06/30/2020
Mostajaboddavati, Mariam	Instructional Assistant	11/18/2019	06/30/2020
Pheneger, Christopher V.	Student Support Specialist	10/21/2019	06/30/2020
Schuller, Molly C.	Outreach Specialist	12/02/2019	06/30/2020
Smith, Robert A.	Student Personnel Assistant	10/25/2019	06/30/2020
St.Remy, Arnice	Student Personnel Assistant	11/06/2019	06/30/2020
Thao, Zoua	Outreach Specialist	11/18/2019	06/30/2020
Van Ness, Jennifer M.	Clerk I	11/12/2019	06/30/2020
White, McKenna H.	Clerk I	11/20/2019	06/30/2020
<u>Cosumnes River College</u>			
Avila-Armenta, Carolina	Clerk I	11/01/2019	06/30/2020
Glenn, Evelyn	Administrative Asst. II	11/01/2019	06/30/2020
Jaffe, Brittany C.	Intracollegiate Game Technician	10/25/2019	06/30/2020
Krum, Daniel R.	Groundskeeper	09/12/2019	06/30/2020
Kurtz, Dean J.	Utility Worker	09/13/2019	06/30/2020
Larreynaga, Antonia A.	Student Personnel Assistant	10/30/2019	06/30/2020
Singh, Aeshley	Student Personnel Assistant	11/21/2019	06/30/2020
Weber, Mark D.	Instructional Assistant	10/25/2019	06/30/2020
<u>District Office / Business and Economic Development Center / Facilities Management / Police Services</u>			
Harmon, Gregory C.	Campus Patrol	10/21/2019	06/30/2020
Lara-Lopez, Jesus	Campus Patrol	11/18/2019	06/30/2020
Lopez, Erica T.	Administrative Asst. I	11/26/2019	06/30/2020
Pigenko, Mariya	Account Clerk II	11/18/2019	06/30/2020
Rodriguez Figueroa, Gabriela	Special Projects	11/06/2019	06/30/2020
Rogers, Jazmyne L.	Campus Patrol	10/22/2019	06/30/2020
Sanchez, Brian F.	Campus Patrol	10/16/2019	06/30/2020
Sood, Tejas	Campus Patrol	10/23/2019	06/30/2020
Tien, Andi A.	Campus Patrol	11/18/2019	06/30/2020
Vang, Ying	Campus Patrol	11/19/2019	06/30/2020
Vlavich, Nick	Campus Patrol	10/28/2019	06/30/2020
Worth, Britney A.	Campus Patrol	11/14/2019	06/30/2020

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>End Date</u>
<u>Folsom Lake College</u>			
Xiong, Levi K.	Campus Patrol	11/18/2019	06/30/2020
Conwell, Seeta P	Student Personnel Assistant	11/12/2019	06/30/2020
Kendall, Robert W.	Assistant Coach	11/01/2019	06/30/2020
Kritzer, Max Jeremy	Special Projects	11/25/2019	06/30/2020
Machani, Rachana	Account Clerk II	11/25/2019	06/30/2020
McGaffic, Andrew T.	Student Personnel Assistant	11/12/2019	06/30/2020
Michel, Judith S.	Clerk I	11/25/2019	06/30/2020
Pandher, Sukhminder K.	Reader/Tutor	11/07/2019	06/30/2020
Vazques, Nanci	Student Personnel Assistant	11/25/2019	06/30/2020
Wheaton, Christopher L.	Reader/Tutor	12/02/2019	06/30/2020
Yen, Jennifer S.	Research Analyst	11/04/2019	06/30/2020
<u>Sacramento City College</u>			
Affleje, Kaela Jae G.	Clerk II	11/06/2019	06/30/2020
Boiciuc, Tatiana	Clerk I	12/09/2019	06/30/2020
Bontei, Chirechia	Administrative Asst. I	11/04/2019	06/30/2020
Chima, Gurminder S.	Special Projects	12/02/2019	06/30/2020
Coronado, Anthony J.	Athletic Trainer	11/19/2019	06/30/2020
Davis, Angela M.	Instructional Assistant	11/01/2019	06/30/2020
Edwards, Kaitlyn L.	Clerk III	11/06/2019	06/30/2020
Espinoza, Nicole Joshua M	Bookstore Aide	10/25/2019	06/30/2020
Harker, Caroline J.	Clerk II	11/13/2019	06/30/2020
Harris, Kathleen M.	Laboratory Technician	12/02/2019	06/30/2020
Leosvera, Ana Belen	Student Support Specialist	11/18/2019	06/30/2020
Ramos, Yanira	Clerk I	10/25/2019	06/30/2020
Sayas, Purity Rose E.	Counseling Clerk I	11/18/2019	06/30/2020
Tao, Kevin Y.	Assistant Coach	11/18/2019	06/30/2020
Thomas, David S.	Intermediate Interpreter	11/25/2019	06/30/2020

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 18, 2019

SUBJECT:	2020-2023 Initial Collective Bargaining Proposals – LRCFT and LRCCD	ATTACHMENT: Yes	
		ENCLOSURE: None	
AGENDA ITEM:	Collective Bargaining Item A	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	 Jamey Nye, Deputy Chancellor	CONSENT/ROUTINE	
		FIRST READING	
APPROVED FOR CONSIDERATION:	 Brian King, Chancellor	ACTION	X
		INFORMATION	

BACKGROUND:

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

The Board and representatives of the Los Rios College Federation of Teachers (LRCFT) have agreed to engage in an interest-based collaborative approach to negotiations. The collective bargaining agreement with LRCFT expires on June 30, 2020. The parties wish to commence negotiations as soon as possible, with the goal of attempting to reach agreement as early as possible before the contract expires.

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

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

STATUS:

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

RECOMMENDATION:

It is recommended that a public hearing be scheduled on January 15, 2020 to allow for public input regarding the initial collective bargaining proposals submitted by the District and LRCFT.

2020-2023 LRCFT Sunshine Proposals/Interests
December 4, 2019

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

General

- *Incorporation of all pertinent language from the 2017-2020 MOUs into the contract; inclusion/deletion of sun shined language; clarification of language throughout the Agreement.*

Salaries

- *Salary-related issues including but not limited to: lab/lecture parity; initial placement on salary schedules; initial placement on Salary Schedule B for overload assignments; eligibility for step placement and advancement on schedules A and B; salary schedule class adjustments; salary schedule advancement for Career Education faculty; compensation issues related to the establishment of a non-credit program.*

Fringe Benefits and Retirement

- *Issues including, but not limited to: adjunct medical benefits; eligibility and affordability of benefits.*

Workload

- *Issues including but not limited to: review of instructional modes; class maximums and minimums; the adjunct assignment process including hiring preference; the workload of online instructors; access to appropriate facilities; access to institutionally supported accessibility resources; scheduling flexibility for non-classroom faculty; part-time faculty office space; the adjunct office hour program; the implementation of new initiatives and the impact on counselor workload; Career Education faculty workload; and opportunities for part-time faculty to be considered for full-time positions; training related to any non-District off site assignment; issues related to increased workload as a result of current or recent legislation, and/or state initiatives; workload issues related to establishment of a non-credit program.*

Assignment of Personnel

- *Issues including, but not limited to: the assignment scheduling processes for various faculty groups in all modalities*

Performance Review

- *Issues including, but not limited to: the online review process; workstation observation limits for online and on-ground courses; composition of peer review teams; peer review training; evaluation of instructors of short term courses; evaluation process and procedures of adjunct faculty; training for any non-District off-site performance review.*

Leaves with Pay

- *Issues including but not limited to: maternity/ paternity leave; family leave; disability leave; clarification and expansion of personal necessity and personal business leaves*

Dispute Resolution

- *Issues including, but not limited to: the grievance process and binding arbitration; the unlawful discrimination complaint process and information requests.*

Academic Freedom

- *Issues including, but not limited to: professional autonomy as it pertains to administrator access to the classroom; legislative incursions on academic freedom.*

Non-Discrimination

- *Issues including, but not limited to: institutional support for faculty diversity programs and initiatives; examine processes and procedures that will increase institutional effectiveness as it pertains to non-discrimination*

Federation Rights

- *Issues including, but not limited to: additional reassigned time for the LRCFT; information requests related to the unlawful discrimination complaint process*

Work Environment/Safety

- *Issues including, but not limited to: standards for workplace security and safety; student interaction expectations (face-to-face or online) including support for mental health issues; the process for carrying out investigations regarding complaints against a faculty member; and; non-District law enforcement access to worksites.*

Contracting for Instructional Services

- *Issues including, but not limited to: assurance that no work currently performed by unit members will be transferred out of the unit; any for-credit class contracted to an outside entity.*

Education Technology

- *Issues including, but not limited to: availability and access to educational technology; training; distance education professional standards*

Intellectual Property

- *Issues including, but not limited to: language clarification regarding ownership of copyrights*

Ratification and Duration

- *Extension of the contract from July 1, 2020 through June 30, 2023.*

Appendix A

- *Issues including, but not limited to, re-examination of the bargaining unit proportionate share*



KC Boylan, Chief Negotiator

LRCFT 2020-2023 Contract Negotiations
District Interests
(not prioritized)

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

Article 2 – Salaries

Review responsibilities for the Department Chair for currency and effectiveness.

Review Department Chair eligibility qualifications for effectiveness in completing responsibilities for large and small departments.

Review step and class placement language to ensure effective placement on salary schedule.

Review adjunct longevity language for clarity.

Article 3 – Fringe Benefits and Retirement

Update and modify language as appropriate to reflect current benefits, dates and changes during last three years.

Article 4 – Workload

Review classroom instructional and non-instructional mode language for currency.

Review college service language and criteria to ensure alignment of college and student needs, including the activity form and process.

Review oversize class pilot program language for effectiveness.

Review work experience language for currency and effectiveness.

Review language regarding online work for currency and effectiveness

Review classroom and non-classroom faculty work week and work day language for currency and effectiveness in meeting student and college needs.

Review counselor staffing language for currency and effectiveness.

Review preference language for clarity of terminology.

Article 8 – Performance Review

Ensure performance review criteria and professional responsibilities provide for effective evaluation, including retention, equity and diversity.

Review processes and timelines to ensure effective student review of faculty.

Review evaluation process timelines to ensure effectiveness.

Review online evaluation process and timeliness to ensure effective evaluation of online instruction.

Review special review processes and criteria for effectiveness.

Article 9 – Leaves with Pay

Ensure this section addresses appropriate current leave legislation.

Article 11 – Professional Expectations & Development Oppty

Ensure language reflects current and appropriate professional expectations.

Article 18 – Non-Discrimination

Ensure language reflects current state and federal law.

Article 21 – Work Environment/Safety

Review this section to ensure faculty safety and effective procedures.

Article 27 – Just Cause and Formal Complaints

Review this section to ensure clarity in processes.

Appendices A-F and Forms:



Review and update as appropriate.

Interest to review any temporary language and MOUs and incorporate as appropriate.

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 18, 2019

SUBJECT:	2020-2023 Initial Collective Bargaining Proposals – LRCEA and LRCCD	ATTACHMENT: Yes	
		ENCLOSURE: None	
AGENDA ITEM:	Collective Bargaining Item B	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	 Jamey Nye, Deputy Chancellor	CONSENT/ROUTINE	
		FIRST READING	
APPROVED FOR CONSIDERATION:	 Brian King, Chancellor	ACTION	X
		INFORMATION	

BACKGROUND:

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

The Board and representatives of the Los Rios Classified Employees Association (LRCEA) have agreed to engage in negotiations. The collective bargaining agreement with LRCEA expires on June 30, 2020. The parties wish to commence negotiations as soon as possible, with the goal of attempting to reach agreement as early as possible before the contract expires.

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

STATUS:

See attached LRCEA’s initial proposals and the list of interests identified by the LRCCD team.

RECOMMENDATION:

It is recommended that a public hearing be scheduled on January 15, 2020 to allow for public input regarding the initial collective bargaining proposals submitted by the District and LRCEA.

Los Rios Classified Employees Association (LRCEA)
701 Howe Avenue, Suite D-39, Sacramento, California 95825

December 4, 2019

Board of Trustees
Los Rios Community College District
1919 Spanos Court
Sacramento, California 95825



Dear President and Members of the Board:

Re: Initial LRCEA Collective Bargaining Proposal July 2020 through
June 2023

Pursuant to the Educational Employment Relations Act, commencing with Section 3540 of the Government Code, attached is the initial LRCEA proposal for its 2020-2023 collective bargaining agreement with the District.

When reviewing this initial LRCEA proposal consider the following:

- Where no change is proposed, it is stated.
- New language is underlined and printed in bold type.
- Language proposed to be deleted has a horizontal line through it and is printed in bold type.
- Dollar amounts and/or percentages of dollar amounts to be negotiated by the parties during negotiations over this LRCEA proposal, are noted with an underlined blank space in appropriate articles/sections, or are referred to in the text of the attached proposal.
- Dates relevant to the terms of this new agreement are included in this LRCEA proposal, underlined and printed in bold type.
- The final agreement between LRCEA and the District is intended to include an Appendix and Table of Contents similar to those in the current Agreement

LRCEA requests the District to place this Initial LRCEA Proposal on the Agenda of the next meeting of the District Board of Trustees, and to notify LRCEA in writing regarding the date, locations and time of that meeting. LRCEA is prepared to meet and negotiate with the District upon completion of the public hearing process required by Section 3547 of the Government Code.

Respectfully,

A handwritten signature in blue ink that reads "Edward Bartolome".

Edward Bartolome, President

cc: LRCEA Executive Board

Preamble

No change to current language.

Article 1: Recognition and Bargaining Unit

1.1 Recognition

No change to current language.

1.2 Bargaining Unit

No change to current language except, where new position classification titles have been added to the LRCEA bargaining unit, and/or existing position classification titles have been amended, modified or deleted from the LRCEA Unit (Appendix B must be updated to show these changes.

1.2.1 (no title)

No change to current language.

1.2.1.1 (no title)

No change to current language.

1.2.2 (no title)

No change to current language.

1.2.3 (no title)

No change to current language

1.2.4 Contracting Out Work Prohibited

The District shall not contract out the work of any position classification in the LRCEA Unit during the life of this Agreement unless, expressly required by law to do so and, subject to negotiations between LRCEA and the District pursuant to the EERA, prior to such contract being entered into by the District.

1.2.5 No Layoff or Other Time-Base Reductions

The District shall not layoff or reduce the permanent annual, monthly, hourly or weekly work schedule of any employee in any position classification in the Unit during the life of this Agreement.

1.2.6 Individual Agreements Prohibited

The District shall not negotiate with, enter into any agreement with, adjust grievances for, grant rights and/or benefits not covered by this agreement, to any employee in the LRCEA Unit unless such action is with the express prior written agreement of LRCEA.

1.2.7 Bargaining Unit Work

The District shall not allow any person outside the Unit shall be allowed to perform the work of any position classification in the Unit without the prior express written agreement of LRCEA to do so.

Article 2: Organizational Rights

2.1 Exclusive Rights

No change to current language.

2.1.1 Right to Represent Employees in the Unit

No change to current language.

2.1.2 Access to Employees at Work

No change to current language.

2.1.3 Use of District Bulletin Boards

No change to current language.

2.1.3.1 Currency of Postings

No change to current language.

2.1.3.2 Copy of Postings

No change to current language.

2.1.4 Use of District Mailboxes and Mail Distribution System

No change to current language.

2.1.5 Use of District Communications

No change to current language.

2.1.6 Use of District Facilities

No change to current language.

2.1.6.1 Use of Employee Rest Space

No change to current language.

2.1.6.2 Facility Use Fee

No change to current language.

2.1.7 LRCEA Meetings

No change to current language.

2.1.8 Release Time - Grievance Processing

No change to current language.

2.1.9 Release Time - Negotiations

No change to current language

2.1.9.1 Preparation Time - Negotiations

No change to current language.

2.1.10 Exclusive Right to Payroll Deduction

No change to current language.

2.1.11 Exclusive right to Meet and Negotiate

No change to current language.

2.2 Additional Organizational Rights

2.2.1 Agenda and Minutes of the Board of Trustees

No change to current language.

2.2.2 District Strength Report

No change to current language.

2.2.3 Release Time - LRCEA Officers

No change to current language.

2.2.4 District Conduct with LRCEA Members and Officers

No change to current language.

2.2.5 Salary Change

No change to current language.

2.2.6 Distribution of Agreement

No change to current language.

2.2.7 Notice of New Employee to LRCEA

No change to current language.

2.2.8 LRCCD Policies and Administrative Regulations

No change to current language.

2.2.8.1 Chancellor's Cabinet

No change to current language.

2.2.8.2 Practices and Procedures

No change to current language.

2.2.9 Mailing Labels

No change to current language.

Article 3: Organizational Security

3.1 Application to Employees in the Unit and LRCEA

The organizational security provisions described in this Article of the Agreement apply to all employees in the LRCEA Bargaining Unit, to LRCEA, and to the District, pursuant to Section 3546 of the EERA.

3.2 Maintenance of Membership

Each employee who is a member of LRCEA on the effective date of this Agreement or who subsequently becomes a member of LRCEA shall, from that date forward, remain a member of LRCEA and pay his or her dues for the duration of this Agreement.

3.3 Payroll Deduction Authorization

To join LRCEA as a member an employee in the LRCEA Unit, or LRCEA on behalf of that employee, shall file a complete individual payroll deduction form with the District for automatic payroll deduction of his or her LRCEA dues. This payroll deduction authorization form shall be subject to mutual agreement to by LRCEA and the District before its use.

3.3.1 Prior Employee Authorization

The District shall not require any employee in the LRCEA Bargaining Unit who has LRCEA dues deducted from his or her pay prior to the effective date of this Agreement, or has LRCEA dues deducted from his or her pay during this Agreement, to provide the District with any additional payroll deduction form for such purpose.

3.4 Changes to Dues Schedule

LRCEA shall provide the District with a schedule of the dues for employees covered by this Agreement no later than September 1 of each year. In the event the District does not receive this dues schedule by September 1 reflecting changes to the dues schedule, the District shall continue to deduct the amount as provided under the last schedule.

3.5 Annual Notice to Members

LRCEA provides annual notices required by the EERA to its members.

3.6 District Payment of Deductions to LRCEA

The District shall forward to LRCEA within five (5) working days after each payroll distribution date, all LRCEA dues subject to payroll deduction along with appropriate deduction registers.

3.7 Hold Harmless

LRCEA agrees to indemnify and hold the District harmless (including reasonable attorney fees and costs) against any and all allegations, actions, claims, suits, orders or judgements brought or issued against

the District as a result of any action taken by agents of LRCEA or the LRCEA Executive Board pursuant to Article 31 of the Agreement. The District agrees to indemnify and hold LRCEA harmless (including reasonable attorneys' fees and costs) against any and all allegations, actions, claims, suits, orders or judgements brought or issued against LRCEA as a result of any action taken by agents of the District and/or Board of Trustees pursuant to the provisions of Article 3 of this Agreement.

~~3.1.1 Agency Shop~~

~~The organizational security provisions described in this article of the Agreement constitute an Agency Shop. Within thirty (30) calendar days of the effective date of this Agreement or the employee being employed into a position in the Bargaining Unit, whichever comes first, each new employee shall either join LRCEA as a member and pay its membership dues ("dues"), remain a non-member of LRCEA and pay the fair share service fee ("fee") it charges, or, if qualified pursuant to Section 35467.3 of the EERA, pay the charitable contribution required by this Agreement.~~

3.1.2 Maintenance of Membership

See language above for Section 3,2 of this LRCEA Initial Proposal.

~~3.1.3 Religious Objector Claim~~

~~Any employee who is a member of a religious body whose traditional tenets or teachings include objections to joining or financially supporting employee organizations shall file as declarations to that effect with LRCEA and the District within thirty (30) calendar days of the effective date of this Agreement or of the employee being employed in a position in the Bargaining Unit, whichever comes first. Such employee shall not be required to join or financially support LRCEA, except that he or she shall have deducted monthly from his or her paycheck, in lieu of a fair share service fee, a sum equal to such monthly fair share service fee which shall be paid to one of the following charitable organizations designated by the employee:~~

~~Sacramento Children's Home
KVIE Sacramento Public Television
The Los Rios Foundation~~

3.1.4 Payroll Deduction Authorization

See language in Section 3.3 of this Initial LRCEA Proposal, above.

3.1.4.1 Prior Employee Authorization

See language in Section 3.3.1 of this Initial LRCEA Proposal, above.

~~3.1.4.2 No Employee Authorization~~

~~Should an employee fail or refuse to provide the District with the required payroll deduction authorization form as required by this~~

~~Agreement, the District shall notify LRCEA of that occurrence in a timely manner. Upon written notice from LRCEA to do so, the District shall commence payroll deduction of the fee from the pay of the employee. LRCEA reserves the right to pursue the collection of said amounts under lawful means.~~

~~3.1.5 Changes to Dues or Fee Schedule~~

See new language in Section 3.4 of this Initial LRCEA Proposal, above.

~~3.1.6 Annual Notice to Members and Non-Members~~

See new language in Section 3.5 of this Initial LRCEA Proposal, above.

~~3.1.7 District Payment of Deductions to LRCEA~~

See new language in Section 3.6 of this Initial LRCEA Proposal, above.

~~3.1.8 Hold Harmless~~

See new language in Section 3.7 of this Initial LRCEA Proposal, above.

Article 4: Evaluation of Job Performance

4.1 Purpose of Evaluating Job Performance

4.1.1

No change to current language.

4.1.2

No change to current language.

4.1.3

No change to current language.

4.1.4 Special Evaluation

A Special Evaluation of Job Performance may be made more frequently only when the overall rating of the employee's regular evaluation is "needs to improve" or "unacceptable", and then, only if that overall rating is the same rating as qualifying factors 1, 2, and/or 3 on that regular evaluation to address qualification factors in the Report of Job Performance if deemed advisable by the administrative officer. If, a special evaluation is conducted, the Evaluator will clearly define the employee performance factor(s) needing improvement and the review timeline/period(s). At the conclusion of the special evaluation period(s)/feedback will be provided and a normal evaluation cycle will resume, or the special evaluation period will be extended.

When an employee is placed on special evaluation the District shall, provide him or her with a reasonable period of time during which to improve his or her job performance in the area(s) documented as deficient, and shall provide him or her with the necessary resources during the special evaluation period, to improve his or her job performance.

4.2 Evaluator (Rater)

The evaluator of the job performance of an employee shall be a District manager or supervisor who is directly responsible for the District operating unit in which the employee is assigned, and except for such District manager or supervisor, no other employee in the Bargaining Unit or person outside the Bargaining Unit shall evaluate the job performance of any employee. All information and material used by the evaluator to evaluate the job performance of an employee will be subject to verification at the request of LRCEA, and that information and material shall be provided to LRCEA, promptly upon written request.

~~Employees in a lead capacity may be asked by the evaluator for input. Input received, however, cannot be factored into a report for job performance review unless it has been verified in writing by the evaluator.~~

4.3 Evaluator Training

4.3.1

No change to current language.

4.3.2

No change to current language.

4.4 Scope of Evaluation

No change to current language.

4.5 Categories and Factors for Report of Job Performance

No change to current language.

4.5.1 Quality of Work

No change to current language.

4.5.2 Quantity of work

No change to current language.

4.5.3 Work Habits and Attitudes

No change to current language.

4.5.4 Personal Qualities

No change to current language.

4.5.5 Relationship with Others

No change to current language.

4.5.6 Leadership Abilities (if applicable)

No change to current language.

4.5.7 ~~Additional Factors~~

~~This section is used to identify additional factors not covered by previous areas or to evaluate success of previous performance improvement plan.~~

~~4.5.8 Overall Rating~~

No change to current language - renumbered to 4.5.7

4.6 Evaluation Process

4.6.1 Completing the Report of Job Performance

No change to current language.

4.6.2 Role of Reviewing Officer

No change to current language.

4.6.3 Meeting Between Primary Evaluator and Employee

The evaluator ~~may~~ shall present the employee with a draft Report of Performance review for comments prior to discussion of the final review, and this draft shall be signed and dated by the evaluator and the designated reviewing officer when provided to the employee. LRCEA Unit employees shall be allowed up to forty-eight (48) hours to review the signed and dated draft Report of Job Performance. If an employee chooses not to sign the final Report of Performance the evaluator shall annotate the Report of Job Performance accordingly and provide a copy to the employee at that time. One (1) copy of the Report of Job Performance will be given to the employee.

4.7 Evaluation of Conditional Employees

4.7.1 Definition

No change to current language.

4.7.2 Time Line

No change to current language.

4.7.3 Unsatisfactory Review of Conditions Employees

No change to current language.

4.8 Probationary Employees

4.8.1 Definition and Probationary Period

No change to current language.

4.8.2 Effect of Short Term and/or Substitute Assignment

No change to current language.

4.8.3 Effect of Absence on Probationary Employees

No change to current language.

4.8.4 Time Limit

No change to current language.

4.8.5 Unsatisfactory review of Probationary Employees

No change to current language.

4.9 Unsatisfactory Review of Permanent Employees - Appeal

4.9.1

No change to current language.

4.9.2

No change to current language.

4.9.3

No change to current language.

4.10 Grievance

The process used for the performance review of employees is subject to the grievance procedure including, However, the standards employed and judgment rendered in determining the ratings issued on the Report of Job Performance while subject to the appropriate process mentioned above, are not subject to the grievance procedure. The period in which the grievance is required to be filed shall not commence until after the employee receives the final evaluation of his or her job performance from the evaluator, or after the employee receives the written response from the District pursuant to Section 4.9 of this Agreement. The District agrees it will not use the procedures and processes pertaining to evaluating job performance of any employees to harass any employee covered by this agreement.

4.11 Representation for Evaluation Meetings

No change to current language.

4.12 Self-Evaluation

No change to current language.

4.13 Exclusive Process

No change to current language.

Article 5: Work Periods

5.1 Annual Work Schedules

No change to current language.

5.1.1 Fiscal Year

No change to current language.

5.1.2 Work Schedule - Twelve Month Positions

No change to current language.

5.1.3 Work Schedule - Eleven-Month Positions

No change to current language.

5.1.4 Work Schedule - Ten-Month Positions

No change to current language.

5.1.5 Work Schedule - Nine-Month Positions

No change to current language.

5.1.5.1 Less Than Full Time Nine-Month Positions

No change to current language.

5.1.5.2 Cafeteria and Children's Center Full-Time Employees

No change to current language.

5.1.5.3 Cafeteria Employees - School Vacations, Final Exam Week and Semester Breaks

Cafeterias normally operate on a reduced schedule during school vacations, final exam week and semester breaks. During these periods, food service employees shall be scheduled to perform their regular job duties during all hours cafeterias are open as needed and the work schedule adjusted accordingly. Seniority by regular job classification shall apply when be given equal consideration in such scheduling cafeteria work during these periods as needed and the work schedule adjusted accordingly. Seniority shall be given equal consideration in such scheduling.

5.1.5.4 Cafeteria Employees-Summer Session

When the District decides to operate a cafeteria during the summer session, the positions to be filled will be filled by food service employees in the Unit who will perform their regular duties in their regular job classifications at their regular pay rates during that summer session operation, as determined by the District manager or supervisor directly responsible for, with the work schedule for each

the affected cafeteria ~~will be~~ posted for five (5) working days not later than May 1 immediately preceding the summer session involved. Regular employees wishing to work during the summer schedule may request, in writing, to fill their regular positions one of the posted positions. Such assignments will be made on a seniority basis in each job classification ~~provided the employee meets the minimum qualifications for the position requested~~. No employee of a District food service management consultant shall displace or replace food service employee in the Unit during such summer sessions.

5.1.5.5 Short-Term Employees - Contractors and Their Employees

The District shall not employ any person who is not in a position classification in the LRCEA Unit, that displace, replace, or otherwise causes a negative impact on any employee, position, and position classification in the LRCEA Unit, regarding matters relating to wages, hours of employment, fringe benefits, and other terms and conditions of employment pursuant to Section 3543.2 of the EERA.

5.2 Work Week

No change to current language.

5.2.1 Work Week

No change to current language.

5.2.2 ~~Alternate~~ Work Week Schedule - Consecutive Work Days

No change to current language in the text of this section.

5.2.3 Work Week Limitations

No change to current language.

5.3 Work Day

The length of any employee work days shall be established by the District in compliance with this agreement and the law for each employee relative to the needs of the District.

5.3.1 Permanent Changes to Work Day

Permanent changes in the employee work day schedule may be made after giving an employee thirty (30) ~~twenty-one (21)~~ calendar days written notice of such change, but no such change shall be made for arbitrary or capricious reason(s).

5.3.2 Reduction to Permanent Work Assignment.

During this Agreement the District shall not reduce the permanent assignment of any employee in the LREA Unit ~~Reducing the permanent assignment of any employee shall be subject to the provisions of the California Education Code regarding the layoff of classified employees~~

~~and shall be subject to meeting and negotiating with LRCEA on the effects of the layoff.~~

5.4 Rest Periods

No change to current language.

5.4.1 Taking Rest Periods

No change to current language.

5.5 Lunch Periods

No change to current language.

5.6 Academic Calendar

No change to current language.

5.6.1 Compressed Academic Calendar

No change to current language.

5.7 Alternate ~~Summer~~ Work Schedule

The following alternate work schedule applies to all employees in the Unit:

5.7.1 Work Week - Five (5) Consecutive Eight (8) Hour Work Days

Any employee having a regular work week consisting of five (5) consecutive eight (8) hour work days may, request permanent reassignment for one of the following alternate work week schedules:

5.7.1.1 4-10-40 Schedule

This alternate work week schedule consists of four consecutive ten (10) hour work days during each forty (40) hour work week.

5.7.1.2 9-80 Schedule

This alternate work week schedule covers a fourteen (14) consecutive calendar day period consisting of two (2) work weeks, one (1) with four (4) consecutive nine (9) hour work days, and one (1) with four consecutive nine (9) hour workdays and one (1) eight (8) hour work day, together having a total of eight (80) regular duty hours during that fourteen (14) consecutive calendar day period.

5.7.2 Work Week Consisting of Five (5) Consecutive Less than Eight (8) Hour Workdays

An employee having a regular work week schedule consisting of less than forty (40) hours, but with five (5) consecutive work days, may request permanent reassignment to one of the alternate work week schedules described in Sections 5.7.1.1 or 5.7.1.2 of this Agreement however, the

regular work week duty hours of the employee would be divided among the five (5) consecutive work days in the particular alternate work week schedule of the employee.

5.7.3 Applying for Permanent Alternate Work Schedule

An employee in the Unit may apply for permanent assignment to one of the alternate work week schedules described in Sections 5.7.1.1, 5.7.1.2, or 5.7.2, of this Agreement, in writing, to his or her immediate supervisor or manager. The District will notify the applying employee of its decision on the request for the permanent reassignment, not more than forty-five (45) calendar days immediately after receiving the employee's application for the permanent reassignment.

5.7.4 Alternate Summer Schedule

If the District decides to offer an alternate summer work schedule for employees covered by this Agreement, the District and LRCEA agree to meet and negotiate over the terms and conditions of the alternate summer work schedule by approximately May 1 prior to the summer session that the alternate summer work schedule applies to. Such alternate summer schedules apply to employees in the Unit who are not already permanently assigned to one of the alternate work week schedules described in Sections 5.7.1.1 or 5.7/1.2 of this Agreement.

~~5.8 Alternate Work Schedules~~

~~During the term of this contract, LRCEA and the District shall gather appropriate data for review on alternate work schedules which may include, but is not limited to:~~

- ~~1) productivity issues;~~
- ~~2) year round calendaring impact (if any; and~~
- ~~3) various options to alternate work schedules (i.e., 5/40, 4/40, 9/80, etc.).~~

~~5.9 Work Schedule Change~~

~~The District retains the right to establish or change work schedules or hours of work consistent with state and federal statutes and this Agreement. Any such change will not be made for arbitrary or capricious reasons.~~

~~5.89.1 Notice of Schedule Change~~

Written notice of any permanent or temporary changes to the annual work schedule, work week, and/or work day of an employee in the Unit shall be delivered to him/her in writing by the District not less than fifteen (15) calendar days thirty (30) workdays before the change is proposed to be effective. In the case of such a change to the work schedule of an employee in the Unit, the District shall notify LRCEA in writing of the change, simultaneously with the written notice of the change delivered to the employee, and upon written request of LRCEA,

the District and LRCEA shall meet and negotiate over the impact of the schedule change on the employee, other employees in the Unit who may be impacted by the change, and on LRCEA.

5.8.2 (no title)

The District shall not negotiate with and/or enter into agreement with any employee in the Unit over any permanent change to his or her regular work schedule.

Article 6; Overtime

6.1 Non-Exempt Employees

No change to current language.

6.1.1 Non-Exempt - Salary Schedule

No change to current language.

6.2 Non-Exempt Overtime Criteria

No change to current language.

6.2.1 Full-Time Non-Exempt Employees - Overtime

No change to current language.

6.2.2 Part-Time Non-Exempt Employees - Overtime

No change to current language.

6.3 Non-Exempt Employee - Overtime Compensation Rate

No change to current language.

6.3.1 Effect of Paid Leave on Overtime

No change to current language.

6.3.2 Compensatory time Off

No change to current language.

6.3.2.1 Record of Compensatory Time

No change to current language.

6.3.3 Call-In and Regular Workday

No change to current language.

6.3.3.1 Additional Time-Less Than Two (2) Hours

No change to current language.

6.3.3.2 Additional Time-Between Two (2) and Four (4)Hours

No change to current language.

6.3.3.3 Additional Time - More Than Four (4) Hours But
Less Than Six (6) Hours

No change to current language.

6.3.3.4 Additional Time - More Than Six (6) Hours But Less Than Eight (8) Hours

No change to current language.

6.3.3.5 Additional Time-More Than Eight (8) Hours

No change to current language.

6.3.4 Emergency Call Back Pay

No change to current language.

6.3.4.1 Review of Emergency Call Back Pay

No change to current language.

6.4 Non-Exempt Employees-Overtime During Holidays and Board-Granted Days Off

No change to current language.

6.4.1 Holiday Overtime Rate

No change to current language.

6.4.2 Effect of Working Both Holiday and In-Lieu of Day

No change to current language.

6.4.3 Effect If On Paid Leave of Absence

No change to current language.

6.5 Assignment of Overtime (title only)

6.5.1 Assignment of Volunteer Overtime

No change to current language.

6.5.2 Assignment of Involuntary Overtime

No change to current language.

Article 7: Leaves With Pay

7.1 Sick Leave - Personal Illness

No change to current language.

7.1.1 Accrual

No change to current language.

7.1.2 Use of Accrued Sick Leave

No change to current language.

7.1.2.1 Advance of Sick Leave When Accrued Sick Leave
Is Exhausted

No change to current language.

7.1.2.2 Reimbursement of Sick Leave Advance Upon
Termination

No change to current language.

7.1.2.3 Use of Sick Leave During Extra Assignment

No change to current language.

7.1.3 Regular Advance Notice Required

No change to current language.

7.1.3.1 Day Shift Notice

No change to current language.

7.1.3.2 Evening and Night Shift Notice

No change to current language.

7.1.3.3 Regular Advance Notice/Police Communication
Dispatchers

No change to current language.

7.1.4 Optional Methods of Notifying Supervisors

No change to current language.

7.1.4.1 Extenuating Circumstances

No change to current language.

7.1.5 Physician's Statement

No change to current language.

7.1.5.1 Definition of Physician

No change to current language.

7.1.5.2 Physician's Statement for Absences of Ten (10) or More Days

No change to current language.

7.1.5.3 Physician's Statement for Any Illness

No change to current language.

7.1.5.4 Return to Work - Physician's Statement

No change to current language.

7.1.5.5 Content of Physician's Statement

No change to current language.

7.1.6 Pay for Absence Chargeable to Sick Leave

No change to current language.

7.2 Use of Accrued Sick Leave for Maternity/Paternity, Birth of Child

No change to current language.

7.2.1 Caring for Newborn Child or Mother of Newborn Child

No change to current language.

7.2.2 Adoption of a Child

No change to current language.

7.2.3 Parental Leave

No change to current language.

7.2.3.1 (no title)

No change to current language/

7.2.4 Birth of a Child or Adoption of a Child

No change to current language.

7.2.5 Compliance with Law - Family Care Leaves

No change to current language.

7.3 Use of Accrued Sick Leave for Personal Necessity

No change to current language - includes a) through i).

7.3.1 Use of Personal Necessity During Extra Assignment

No change to current language.

7.3.2 Use of Personal Necessity During Extra Assignment

No change to current language.

7.4 Definition of Immediate Family

No change to current language.

7.5 Transfer of Paid Sick Leave

No change to current language.

7.6 Entitlement to Other Sick Leave (Five Month Law)

No change to current language.

7.6.1 Use of Other Sick Leave (Five Month Law)

No change to current language.

7.6.2 Use of Other Sick Leave During Extra Assignment

No change to current language.

7.7 Use of Vacation for Illness Absence

No change to current language.

7.8 Industrial Accident

No change to current language.

7.8.1 Allowable Days of Compensated Absence

No change to current language.

7.8.1.1 (no title)

No change to current language.

7.8.1.2 (no title)

No change to current language.

7.8.2 Available During Industrial Accident Leave

No change to current language.

7.8.3 Reporting Industrial Accident

No change to current language.

7.8.3.1 (no title)

No change to current language.

7.8.4 Use of Earned Illness Leave

No change to current language.

7.8.4.1 (no title)

No change to current language.

7.8.4.2 (no title)

No change to current language.

7.8.4.3 (no title)

No change to current language.

7.8.5 Use of Earned Illness Leave

No change to current language.

7.8.5.1 (no title)

No change to current language.

7.8.6 Indemnity Checks

No change to current language.

7.8.7 Employee Status During Industrial Accident Leave

No change to current language.

7.8.8 Physician's Determination Regarding Employee's Health

No change to current language.

7.8.8.1 (no title)

No change to current language.

7.8.8.2 (no title)

No change to current language.

7.8.9 ADA/FEHA Reasonable Accommodation for Qualified Individuals
with Disabilities

No change to current language.

7.8.10 Reemployment List

No change to current language.

7.9 Short-Term Military Leave

No change to current language.

7.9.1 Restriction on Use of Short-Term Military Leave During
Extra Assignments

No change to current language.

7.9.2 Call to Active Duty

No change to current language.

7.9.3 Qualifications for Benefit

No change to current language.

7.10 Jury Duty

No change to current language.

7.10.1 Use of Jury Duty Leave During Extra Assignment

No change to current language.

7.10.2 Pay During Jury Duty Leave

No change to current language.

7.10.3 Adjustment of Work Schedule During Jury Duty Leave

No change to current language.

7.11 Bereavement Leave

No change to current language.

7.11.1 Immediate Family for Bereavement Leave

No change to current language.

7.11.2 Use of Bereavement Leave During Extra Assignment

No change to current language.

7.12 Required Court Appearance

No change to current language.

7.12.1 Use of Court Appearance Leave During Extra Assignment

No change to current language.

7.12.2 Absence Report Documentation

No change to current language.

7.12.3 Return to Work

No change to current language.

7.13 Personal Business

No change to current language.

7.13.1 Reasons for use of Personal Business Leave

No change to current language.

7.13.2 Minimum Personal Business Leave Use

No change to current language.

7.13.3 Approval Process for Personal Business Leave

No change to current language.

7.13.4 Restriction on Use of Personal Business During Extra Assignment

No change to current language.

7.14 Critical Illness

No change to current language.

7.14.1 Use of Critical Illness Leave During Extra Assignment

No change to current language.

7.15 Quarantine

No change to current language.

7.15.1 Physician Statement Required

No change to current language.

7.15.2 Use of Quarantine Leave During Extra Assignment

No change to current language.

7.16 Vacation

No change to current language.

7.16.1 Accrual with Less than Five (5) Years of Service

No change to current language.

7.16.2 Accrual After Five (5) Years of Service

Upon completion of five (5) full years of employment and continuing thereafter, all full-time regular classified employees will earn vacation allowance of ~~1.50~~ 1.75 working days per month or ~~eighteen (18)~~ twenty-one (21) working days per fiscal year.

7.16.3 Accrual After Ten (10) Years of Service

Upon completion of ten (10) full years of employment and continuing thereafter, all full-time regular classified employee will earn vacation allowance of ~~1.75~~ 2.0 working days per month or ~~twenty-one (21)~~ twenty-four (24) working days per fiscal year.

7.16.4 Accrual for Part-Time Employees

No change to current language.

7.16.5 Vested Accrual of Vacation

No change to current language.

7.16.6 Eligibility for Use of Vacation

No change to current language.

7.16.7 Pay for Earned Vacation

No change to current language.

7.16.7.1 Restriction on Use of Vacation Leave
During Extra Assignment

No change to current language.

7.16.7.2 Options for Less than Twelve-Month
Employees

No change to current language - also includes a) and b).

7.16.7.3 Payment for Accrued Vacation Upon
Separation from Service

No change to current language.

7.16.8 Scheduling Vacations

No change to current language.

7.16.8.1 Submission of Vacation Requests

Vacations must be approved in advance by the employee's immediate supervisor. For full consideration, employees eligible for vacation shall submit vacation requests to their immediate supervisor in writing ~~sixty (60)~~ thirty (30) calendar days prior to the proposed start date of the vacation request, when the vacation request is for more than five (5) consecutive workdays. If a written response is not provided to the requesting employee within ten (10) working days of receipt (barring extenuating circumstances), the request shall be granted. Vacation requests submitted in writing less than ~~sixty (60)~~ thirty (30) calendar days prior to the proposed start date of the vacation request may be considered by the immediate supervisor.

7.16.8.1.1 (no title)

No change to current language.

7.16.9.2 Minimum Vacation Leave Use

No change to current language.

7.16.8.3 Vacation Accrual Limit

A full-time employee may accrue up to ~~three hundred sixty (360)~~ four hundred (400) hours (~~forty-five 45~~ fifty (50) days of unused vacation days as of September 1 of each fiscal year. The District will annually provide written notification to employees of their vacation balances. If an approved written request for use of accrued vacation days is subsequently denied and the days cannot be rescheduled within sixty (60) calendar days immediately after being denied, during the remainder of the year, the employee will be allowed to carry the requested amount as excess to the above stated amounts into the following year.

7.16.8.3.1 Vacation Accrual Limit for Part-Time Employees

Regular part-time employees may accrue up to 200 hours of unused vacation days (25 days) as of September 1 of each fiscal year. unused vacation days in proportion to the ratio of their total work hours bear to a 40-hour work week. [Example: Part-time employees working twenty (20) hours per week with a 9-, 10-, 11-, or 12-month work year may accrue a maximum of one hundred eighty (180) hours of unused vacation days as of September 1 of each work year.]

7.16.9 Effect of Holidays

No change to current language.

7.16.10 Interruption of Vacation

No change to current language.

employee who enrolls in and completes prior-approved classes with a grade of "C" or higher at any accredited college, providing the following criteria have been met:

- a. (no title) No change to current language.
- b. (no title) No change to current language.
- c. (no title) No change to current language.
- d. (no title) No change to current language.
- e. (no title) No change to current language.

16.3.1 (no title)

FTE Classified Staff Development Funds shall be used for any tuition reimbursement above \$1800.00, up to a lifetime maximum of \$2400.00.

Article 17: Miscellaneous Provisions

17.1 Definitions

No change to current language.

17.1.1 Non-Exempt Employees

No change to current language.

17.1.2 Permanent Employees

No change to current language.

17.1.3 Probationary Employees

No change to current language.

17.1.4 Regular Employee

No change to current language.

17.1.5 Seniority

No change to current language.

17.1.6 Length of Service

No change to current language.

17.1.7 Hours in Paid Status

No change in current language.

17.2 Employee Discipline

No change to current language.

17.2.1 Right to Representation

The District shall not interview and/or question any employee in the Bargaining Unit, formally or informally, with the intent to impose discipline without the employee being advised of his or her right to have their LRCEA representative present during the meeting as per Board Regulation 6914, Section 2.1.5, but not before the District has contacted the LRCEA President regarding the intent to impose discipline on the employee, allowing a reasonable time for the employee to consult with LRCEA before such meeting is convened.

17.2.2 Board Policy and Administrative Regulations

No change to current language.

17.3 Work Locations

No change to current language.

17.3.1 (no title) No change to current language.

17.3.2 (no title) No change to current language.

17.3.3 (no title) No change to current language.

17.3.4 (no title) No change to current language.

17.3.5 (no title) No change to current language.

17.4 Personnel Records

No change to current language.

17.4.1 Grievance Files

No change to current language.

17.4.2 Review of Permanent Personnel File by Employee

No change to current language.

17.4.3 LRCEA Access to Employee Personnel File

No change to current language.

17.4.4 Material Excluded from Permanent Personnel File

No change to current language.

17.4.5 Disciplinary Documents

No change to current language.

17.4.6 Other Exclusions

No change to current language.

17.4.7 Employee's Right to Copy of Permanent Personnel File Contents

No change to current language.

17.5 Police Communication Dispatchers Uniforms

No change to current language.

17.5.1 Initial Issuance of Uniform

No change to current language.

17.5.2 Supplemental Uniform Allowance

The District agrees to provide a regular uniform allowance for Police Communication Dispatchers of \$500.00 ~~\$450.00~~ for each fiscal year after the first year of the initial issuance of uniforms. This allowance maybe used to purchase specific items specified in Section 17.5.1.

17.6 Captions

No change to current language.

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Article 18: Savings Provision

No change to current language.

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Article 19: Support of Agreement

No change to current language.

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Article 20: Effect of Agreement

No change to current language.

Article 21: No Strike and No Lock Out clause

21.1 No Strike

Employees represented by LRCEA and LRCEA agree not to sanction or participate in any strike, work stoppage, slow down, ~~picketing, or~~ resulting in refusal or failure to fully and faithfully perform job functions and responsibilities or other interference with the operation of the District, ~~including compliance with requests by other labor organizations to do so, except as allowed pursuant to the EERA,~~ during the term of this Agreement.

21.2 No Lockout

Similarly, the District agrees that it will not conduct a lockout of employees during the term of this Agreement.

Article 22: Management Rights

22.1 (no title)

The District retains the rights it is afforded pursuant to the EERA, subject to the terms and conditions of this Agreement and applicable law.

~~It is understood and agreed that the District retains all of its powers and authority to direct, manage and control to the full extent of the law. Included in, but not limited to, those duties and powers are, consistent with the terms of this Agreement and with applicable law, exclusive right to: determine the organization; direct the work of its employees; determine the times and hours of operation; determine the kinds and levels of services to be provided and the methods and means of providing them; establish its educational policies, goals and objectives; insure the rights and educational opportunities of students; determine staffing patterns; determine the number and kinds of personnel required; maintain the efficiency of District operations; build, move or modify facilities; establish budget procedures and determine the methods of raising revenues; and take action on any matter in the event of an emergency. In addition, the Board retains the right to hire, classify, assign, evaluate, promote, terminate and discipline employees consistent with the terms of this Agreement and applicable law.~~

22.2 (no title)

~~The exercise of the forgoing powers, rights, authority, duties and responsibilities by the District, the adoption of policies, rules, regulations and practices in furtherance thereof, shall be limited only by the specific and express terms of this Agreement, and then only to the extent such specific and express terms and in conformance with law.~~

22.3 (no title)

The district retains its right to amend, modify, or rescind policies and practices referred to in this Agreement in cases of emergency. The term "Cases of Emergency" as used above specifically refers to any Act of God, natural disaster, or other calamity affecting the District. The determination of whether or not an emergency exists is **solely** within the discretion of the Board. However, before the Board determines that an emergency exists, the Board must state a factual basis which justifies its determination and such action must be reasonably necessary.

Article 23: Committee Participation

23.1 LRCEA Committee Representation

No change to current language.

23.2 Joint Job Classification Review Committee

No change to current language.

23.3 Staff Development Leave

No change to current language.

23.4 Location and District Health and Safety Committee

No change to current language.

23.4.1 Location Health and Safety Committee

No change to current language.

23.4.2 District Health and Safety Committee

No change to current language.

23.5 District-wide Budget Advisory Committee

No change to current language.

23.6 Reclassification Review Board

No change to current language.

23.6.1 LRCEA Business Agent

No change to current language.

23.7 LRCEA/District Joint Labor Management Committee

No change to current language.

23.7.1 Committee Composition

No change to current language.

23.7.1.1 Committee Representation

No change to current language.

23.7.2 Committee Chair

No change to current language.

23.7.2.1 Meeting Schedule

No change to current language.

23.7.2.2 Operating Guidelines

No change to current language.

23.7.3 Release Time for Committee Meetings

No change to current language.

23.7.4 Purpose of Committee

No change to current language.

Article 24: Term of Agreement

24.1 (no title)

This Agreement shall be effective as of July 1, 2020, and shall be binding upon the Board, the LRCEA and its members; this Agreement shall remain in full force and effect through June 30, 2023. Provisions of this Agreement apply to those Unit members who are employees of record on the effective date of this Agreement and those employed throughout its term.

24.2 (no title)

The parties acknowledge that during the negotiations which results in this Agreement, each had the right and opportunity to make demands and proposals with respect to any subject or matter appropriate for collective bargaining, and that the understanding and agreements arrived at by the parties after the exercise of that right and opportunity are set forth in this Agreement. Therefore, the Board and LRCEA for the life of this Agreement, each voluntarily and unqualifiedly waives the right, and each agrees that the other shall not be obligated to bargaining collectively unless mutually agrees upon with respect to any subject or matter expressly covered by this Agreement, however, with regard to those matters expressly covered by this Agreement and new issues resulting from action by the District, the District shall meet and negotiate with LRCEA regarding such action by the District, upon written request to do so by LRCEA.

24.3 (no title)

In the Spring of 2021 for the 2021-22 fiscal year, and the Spring of 2022 for the 2022-23 fiscal year, the District and LRCEA will meet and negotiate regarding ~~to discuss possible options for~~ the redistribution of available revenues ~~that are currently defined~~ referred to in Appendix A of this Agreement. It is understood that the cost of any step increments that may be allocated or committed in the preceding fiscal years of this Agreement which relate to implementation of LRCEA's existing salary schedule shall have first priority of such available funds.

24.4 (no title)

No change to current language.

Appendix A: Salary and Benefits

It is the position of LRCEA that each provision regarding matters related to the wages, fringe benefits and other economic issues of employees in the LRCEA Unit, is subject to meeting and negotiating between LRCEA and the District pursuant to the EERA, including the information described in this Appendix (A), relative to the 2020-23 collective bargaining agreement between LRCEA and the District.

In addition to any other matter raised by LRCEA in this Proposal, LRCEA proposes to change the Open Enrollment to open September 1st and end October 1st each year.

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Attachment 1: Calculations of Available Growth Revenues &
Related Growth Costs

It is the position of LRCEA that each provision of Attachment 1 as referred to above by title, is subject to meeting and negotiating between LRCEA and the District pursuant to the EERA, relative to the 2020-23 collective bargaining agreement between LRCEA and the District.

Appendix B: Salary Schedule

It is the position of LRCEA that the Salary Schedule described in Appendix B of the current collective bargaining agreement (2017-20), will be the subject of meeting and negotiating regarding adjustments to salary ranges, salary steps, longevity steps, and other economic issues pursuant to the EERA, regarding said Salary Schedule for the LRCEA Unit, and for that negotiated Salary Schedule to be included in the collective bargaining agreement for the period July 1, 2020 through June 30, 2023.

Appendix C: Forms

The following documents/forms are not proposed to change except as may be necessary resulting from negotiation of this collective bargaining proposal for 2020-23.

- * Report of Job Performance
- * Employee Request/Authorization for Out of Classification Pay/Temporary Reclassification (P103E)
- * LRCEA Grievance Form
- * Request for Reclassification
- * Compensatory Time Off Timesheet

Appendix D: Staff Development Leave

The language of the Memorandum of Understanding described in this Appendix (D) is not proposed to be changed for the successor 2020-23 collective bargaining agreement between LRCEA and the District, unless required by law.

7.17 Holidays

No change to current language.

7.17.1 Holidays Observed

No change to current language.

7.17.2 Observation of Holidays on Alternate Dates

No change to current language.

7.17.3 Holidays on a Saturday or Sunday

No change to current language.

7.18 Board-Granted Days Off

No change to current language.

7.18.1 Board-Granted Days Off Observed

No change to current language.

7.19 LRCEA Conferences

No change to current language.

7.19.1 Allocation of Conference Leave

No change to current language.

7.19.2 Purpose of Conference Leave

No change to current language.

7.19.3 Carryover Restriction

No change to current language.

7.20 Education Code Required Proof of Leaves

No change to current language.

7.21 Staff Development Leave

No change to current language.

7.21.1 Nature and Purpose

No change to current language.

7.21.2 Staff Development Leave Committee

No change to current language.

7.21.2.1 Composition of Committee

No change to current language.

7.21.2.2 Release Time for Committee Members

No change to current language.

7.21.3 Number of Staff Development Leaves Per Year

No change to current language.

7.21.3.1 Eligibility

No change to current language.

7.21.3.2 Carryover (changes comply with MOU)

No change to current language.

7.21.4 Service Agreement with the District

No change to current language.

7.21.4.1 Penalty if Service Agreement Is Not
Fulfilled

No change to current language.

7.21.4.2 Serious Illness or Injury During Staff
Development Leave

No change to current language.

7.21.4.3 Impact of Death or Permanent Disability
on Financial Obligation

No change to current language.

7.21.4.4 Written Agreement Required

No change to current language.

7.21.5 Eligibility for Leave

No change to current language.

7.21.5.1 Full Release from Duty While on Staff
Development Leave

No change to current language.

7.21.5.2 Service Requirement Between Leaves
Granted to the Same Employee

No change to current language.

7.21.6 Duration and Period of Leave

No change to current language.

7.21.6.1 Minimum Staff Development Leave Allowed

No change to current language.

7.21.7 Application Procedures

No change to current language.

7.21.7.1 Application Due Date

No change to current language.

7.21.7.2 Purpose of Leave - Disclosure

No change to current language.

7.21.7.3 Program and Activity Description Required

No change to current language.

7.21.7.4 Coverage During Leave

No change to current language.

7.21.7.5 Staff Development Leave Form

No change to current language.

7.21.7.6 Reimbursement of Enrollment Fees and
Costs of Books if Enrolled at a Los Rios
College

No change to current language.

7.21.7.7 Reimbursement of Tuition - Non-Los Rios
College

No change to current language.

7.21.8 Selection of Candidates

No change to current language (includes a) through d).

7.21.8.1 Scoring Applications

No change to current language (includes a) through e).

7.21.8.2 Ranking Applications

No change to current language.

7.21.8.2.1 Composite Rating

No change to current language.

7.21.8.3 Appeal of Denial

No change to current language.

7.21.9 Reporting Requirements

No change to current language.

7.21.9.1 Transcripts and Documents Required

No change to current language.

7.21.9.2 Submission of Report

No change to current language.

7.21.9.3 Review of Report by Staff Development
Leave Committee

No change to current language.

7.21.9.4 Recommendation of Staff Development Leave
Committee Regarding the Report

No change to current language.

7.21.9.5 Penalty for Failure to Complete Report

No change to current language.

7.21.10 Salary and Benefits During Staff Development Leave

No change to current language.

7.21.10.1 Service Time During Leave

No change to current language.

7.21.10.2 Sick Leave Accrual During Leave

No change to current language.

7.21.11 Retirement Service Credit During Leave

No change to current language.

7.22 Catastrophic Illness or Injury Leave Program

No change to current language.

7.22.1 Definitions

No change to current language.

7.22.1.1 Catastrophic Illness or Injury

No change to current language.

7.22.1.2 Eligible Employee

No change to current language.

7.22.1.3 Immediate Family

No change to current language.

7.22.1.4 Eligible Leave Credits

No change to current language.

7.22.2 Catastrophic Illness or Injury Leave Bank

No change to current language.

7.22.2.1 Donations

No change to current language.

7.22.2.2 Probationary Employee Restriction

No change to current language.

7.22.2.3 Solicitation of Donations

No change to current language.

7.22.2.4 Accounting for Donations

No change to current language.

7.22.3 Catastrophic Illness or Injury Committee

No change to current language.

7.22.3.1 Committee Composition

No change to current language.

7.22.3.2 Release Time

No change to current language.

7.22.3.3 Committee Charge

No change to current language.

7.22.3.4 Committee Limitation

No change to current language.

7.22.4 Application for Catastrophic Illness or Injury Leave

No change to current language.

7.22.4.1 Eligible Employee Vesting

No change to current language.

7.22.4.2 Physician Statement Required

No change to current language.

7.22.4.3 Length of Leave

No change to current language

7.22.4.4 Requirement to Exhaust All Eligible Paid
Leave

No change to current language.

Article 8: Leaves Without Pay

8.1 Application for Leave Without Pay

No change to current language.

8.1.1 Salary and Benefits During Leave Without Pay

No change to current language.

8.1.2 Other Employment During Leave Without Pay

No change to current language.

8.1.3 Restriction on Combining Leaves Without Pay

No change to current language.

8.2 Long-Term Health Leave

No change to current language.

8.2.1 Eligibility for Long-term Health Leave

No change to current language.

8.2.2 Resumption of Duties

No change to current language.

8.2.3 Inability to Resume Duties - Placement on 39-Month
Reemployment List

No change to current language.

8.2.3.1 Ability to Return to Work While on 39-Month
Reemployment List

No change to current language.

8.3 Long-Term Military Leave

No change to current language.

8.4 Family Care Leave

No change to current language.

8.5 Child Care

No change to current language.

8.6 Personal Leave

No change to current language.

8.7 Full-Time Leave for Educational Purposes

No change to current language.

8.7.1 Eligibility for Full-Time Leave for Educational Purposes

No change to current language.

8.7.1.1 Course of Study

No change to current language.

8.7.1.2 Work Schedule

No change to current language.

8.7.1.3 Funds

No change to current language.

8.7.2 Participation in Staff Development Leave

No change to current language.

8.8 Part-Time Educational Leave

No change to current language.

8.8.1 Eligibility for Part-Time Educational Leave

No change to current language.

8.8.1.1 Course of Study

No change to current language.

8.8.1.2 Work Schedule

No change to current language.

8.8.1.3 Funds

No change to current language.

8.9 Peace Corps Leave

No change to current language.

Article 9: Compensation 2020 - 2023

9.1 Funding Sources for Salary & Benefits Improvements

The Bargaining Unit shall receive its proportionate share of eighty percent (80%) of new, and ~~or~~ increased unrestricted revenue, as defined in Appendices A, ~~which is above an established amount.~~

9.2 Salary Schedules and Initial Salary Placement

No change to current language.

9.3 Anniversary Date

No change to current language.

9.4 Earning a Step Increase

No change to title.

9.4.1 (no title)

No change to current language.

9.4.2 (no title)

No change to current language.

9.4.2.1 (no title)

No change to current language.

9.4.2.2 (no title)

No change to current language.

9.4.2.2.1 (no title)

No change to current language.

9.5 Reclassification of Individual Position to Higher Salary

No change to current language.

9.6 Shift Differential

No change to title.

9.6.1 (no title)

No change to current language.

9.6.2 (no title)

No change to current language.

9.7 Longevity

Step 7 is a longevity step and can only be attained after ten (10) full years of satisfactory service with the District. An additional longevity increment of four percent (4%) will be paid to members of the Bargaining Unit after fifteen (15) full years of service with the District. A third longevity increment of ~~two~~ four percent (2 4%) will be paid to members of the Bargaining Unit after twenty (20) full years of service with the District. A ~~fourth~~ third longevity increment of two percent (2%) will be paid to members of the Bargaining Unit after twenty-five (25) full years of service with the District.

9.8 Regular Employee Preference Extension

If there is a need for additional classified staff during non-regular work periods, existing staff will be offered an extension of regular employment before temporary staff are hired. Employees working during non-regular work periods shall be placed in the same classification they are in during their regular annual work schedule and shall receive their appropriate rate of pay/benefits for that classification.

9.9 Salary Computation

Salaries for White Collar Unit members are computed on an annual basis. The salary ranges for the White-Collar Bargaining Unit as reflected on the LRCEA Salary Schedule are contained in Appendix B.

9.9.1 (no title)

No change to current language.

9.9.2 (no title)

No change to current language.

a. (no title)

No change to current language.

b. (no title)

No change to current language (includes (1), (2) and (3)).

9.10 Salary Calculations - Employment After July 1

No change to current language (includes a, b, c, and d).

9.11 Salary Calculation - Termination Before June 30

No change to current language (includes a, b, c, and d).

9.12 Voluntary Deduction - Less Than Twelve-Month Employee

No change to current language (includes a and b).

9.13 Repayment of Money Owed District or Employee

9.13.1 Underpayment

No change to current language.

9.13.2 Overpayment

No change to current language.

9.13.2.1 (no title)

No change to current language.

9.13.3 (no title)

No change to current language.

9.13.3.1 (no title)

No change to current language.

9.13.3.2 (no title)

No change to current language.

9.13.3.3 (no title)

No change to current language.

9.13.3.4 (no title)

No change to current language.

9.13.4 (no title)

No change to current language.

9.13.5 (no title)

No change to current language.

9.13.6 (no title)

No change to current language.

9.13.7 (no title)

No change to current language.

9.13.8 (no title)

No change to current language.

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9.13.9 (no title)

No change to current language.

Article 10: Fringe Benefits

10.0 Insurance Review Committee

No change to current language.

10.1 Section 125 Plan, Premium Only Plan, Dependent Care Assistant Program and Flexible Spending Accounts

10.1.1 Medical & Dental Premium (Premium Only Plan)

No change to current language.

10.1.2 Section 125 Plan - Dependent Care Assistance Program and Medical Expense Flexible Spending Account

No change to current language.

10.1.2.1 (no title)

No change to current language.

10.1.3 (no title)

No change to current language.

10.1.4 (no title)

No change to current language.

10.1.5 (no title)

No change to current language.

10.1.6 (no title)

No change to current language.

10.2 Health/Medical & Other Insurances

No change to language except dates of fiscal year.

10.2.1 (no title)

Change language to reflect negotiated amounts, and fiscal year to which those amounts apply.

10.3 Dental Insurance

No change to current language.

10.3.1 (no title)

Change language to reflect negotiated amounts, and fiscal year to which they apply.

10.4 Vision Plan

Change language to reflect negotiated amounts, and fiscal year to which they apply.

10.5. Medical/Dental Coverage - Work Assignment Increases

No change to current language.

10.6 District Contribution Levels for Employees Hired as of September 1, 1993

No change to current language (includes a and b).

10.6.1 (no title)

No change to current language (includes a and b).

10.6.1.1 (no title)

No change to current language.

10.7 District Contribution Levels for Employees Hired After September 1, 1993

No change to current language.

10.7.1 (no title)

No change to current language.

10.7.2 (no title)

No change to current language.

10.7.3 (no title)

No change to current language.

10.8 Payroll Deduction Schedule

No change to current language.

10.8.1 (no title)

No change to current language.

10.9 Disability Income Protection

No change to current language.

10.9.1 (no title)

No change to current language.

10.9.2 (no title)

No change to current language.

10.9.3 (no title)

No change to current language.

10.9.4 (no title)

No change to current language.

10.9.5 (no title)

No change to current language.

10.10 Health Benefits for Retirees

No change to current language.

10.10.1 Retirement from District

No change to current language.

10.10.2 District Contribution for Post-Employment (Retiree)
Medical Costs

No change to current language.

10.10.2.1 (no title)

No change to current language.

10.10.2.1.1 (no title)

No change to current language.

10.10.2.1.2 (no title)

No change to current language.

10.10.2.1.3 (no title)

No change to current language.

10.10.2.1.4 (no title)

No change to current language.

10.10.2.1.5 (no title)

No change to current language.

10.10.2.2 Amount and Processing of Contribution

No change to current language.

10.10.2.2.1 (no title)

No change to current language.

10.10.2.2.2 (no title)

No change to current language.

10.10.2.2.3 (no title)

No change to current language.

10.10.2.2.4 (no title)

No change to current language.

10.10.2.2.5 (no title)

No change to current language.

10.10.3 Eligibility to Participate in Retiree Medical Plans

No change to current language.

10.10.3.1 (no title)

No change to current language.

10.10.3.2 (no title)

No change to current language.

10.10.3.3 (no title)

No change to current language.

10.10.4 Selection of District Medical Plan

No change to current language.

10.10.5 Non-District Plan

No change to current language.

10.10.5.1 (no title)

No change to current language.

10.10.5.1.1 (no title)

No change to current language.

10.10.5.1.2 (no title)

No change to current language.

10.10.5.1.3 (no title)

No change to current language.

10.10.5.2 (no title)

No change to current language.

10.10.6 Retiree Dental

No change to current language.

10.11 Parking fee

No change to current language.

10.12 Life Insurance

No change to current language.

10.12.1 (no title)

No change to current language.

Article 11: Grievance Procedure

11.1 Definition

No change to current language.

11.2 Purpose

No change to current language.

11.3 Utilizing Procedure in Proper Order

No change to current language.

11.4 Consolidation of Grievances

No change to current language.

11.5 Exclusions (title only - no change)

11.5.1 Board Policies

No change to current language.

11.5.2 Other Exclusions (no change to current language)

11.5.2.1 Recognition

No change to current language.

11.5.2.2 ~~No Strike Clause~~

~~11.5.2.3 Management Rights~~

~~11.5.2.4 Evaluation standards employed or judgments rendered~~

~~11.5.2.6 Discipline or discharge~~

11.6 Conditions of Grievance Processing

No change to current language.

11.6.1 Right to Representation

No change to current language.

11.6.1.1 (no title)

No change to current language.

11.6.1.2 (no title)

No change to current language.

11.6.2 Filing a Grievance Without LRCEA Representation

No change to current language (includes title and a), b), c), d), and e).

11.6.3 Limit on Processing Grievances to Levels IV (Binding Arbitration) ~~and V~~ Without LRCEA Authorization

At levels IV ~~and V~~ (Binding Arbitration ~~Board of Review and Board of Trustees~~) the grievant, before proceeding, must secure both:

- a) no change to current language.
- b) no change to current language.
- c) no change to current language.

11.7 Definition of a Day

No change to current language.

11.8 Time Limits

No change to current language.

11.9 Withdrawing a Grievance

No change to current language.

11.10 Release Time

No change to current language.

11.11 Grievant Rights

No change to current language.

11.11.1 no change to current language.

11.11.2 No change to current language.

11.11.3 No change to current language.

11.11.4 No change to current language.

11.11.5 No change to current language.

11.11.6 No change to current language.

11.12 Grievance Records

No change to current language.

11.13 Non-Reprisal

No change to current language.

11.14 Processing of Grievance

No change to current language.

11.15 Informal Grievance Procedure\

No change to current language.

11.16 Formal Grievance Levels (no change to title)

11.16.1 Grievance Form

No change to current language.

11.16.2 Level I - Immediate Supervisor

No change to current language.

11.16.2.1 Information Required

No change to current language.

11.16.2.2 Meeting of the Parties

No change to current language.

11.16.2.3 Proposed Resolution

No change to current language.

11.16.3 Level II - President/Designee (College)
Chancellor/Designee (District Office/Facilities
Management)

No change to current language.

11.16.3.1 Filing the Appeal

No change to current language.

11.16.3.2 Material Required for Appeal

No change to current language.

11.16.3.3 Meeting of the Parties

No change to current language.

11.16.3.4 Proposed Resolution

No change to current language.

11.16.4 Level III - Chancellor/Designee

No change to current language.

11.16.4.1 Filing the Appeal

No change to current language.

11.16.4.2 Material Required for Appeal

No change to current language.

11.16.4.3 Meeting of the Parties

No change to current language.

11.16.4.4 Proposed Resolution

No change to current language.

11.16.5 Level IV - Binding Arbitration ~~Board of Review~~

LRCEA, on behalf of the grievant, may appeal the decision of Level III within thirty (30) ~~five (5)~~ days after receipt of the written decision of the Chancellor/Designee to binding arbitration ~~a board of review~~.

11.16.5.1 Filing the Appeal

No change to current language.

11.16.5.2 Material Required for the Appeal

No change to current language.

11.16.5.3 Arbitration of the Grievance
~~Composition of the Board of Review~~

The grievance shall be arbitrated by an arbitrator selected from a list obtained from the State Mediation and Conciliation Service or obtained from a list developed by the PERB. ~~The Board of Review shall consist of three (3) members. Those eligible to serve as chairperson for the Board of Review shall be limited to those obtained from a list from the State Mediation and Conciliation Service or obtained from a list developed by the PERB.~~

11.16.5.3.1 Selection of the Arbitrator
~~Members by the Parties~~

The list of arbitrators shall be requested in writing by the District within ten (10) days of its receipt of the written request to arbitrate the grievance from LRCEA. A copy of the written request for the list of arbitrators shall be delivered to the LRCEA President when that request is delivered to the State Mediation and Conciliation Service or to the PERB, whichever applies to the particular list request. ~~Within five (5) days of receipt of the appeal, each party shall select a~~

~~member of the Board of Review and shall so notify the office of the Associate Vice Chancellor of Human Resources.~~

11.16.5.3.2 Cost of the Arbitrator
Chairperson List

The cost of the services of the arbitrator chairperson of the Board of Review, including per diem expenses, if any, travel and subsistence expenses, the cost of recording the hearing, the cost of any hearing room, and any cost ordered by the arbitrator chairperson will be shared equally by the parties. All other costs will be borne by the party incurring them.

11.16.5.3.3 Selection of the Arbitrator
Selection of Chairperson

Within five (5) workdays of receipt of the list of arbitrators from the State Mediation and Conciliation Service or the PERB, whichever list applies to the particular request for arbitrators, the LRCEA President/Designee and Chancellor/Designee shall alternate strike names from the list of arbitrators until one name remains. The individual whose name remains shall serve as the arbitrator of the grievance.
~~Within five (5) days of the receipt of the list of names of individuals who can serve as chairperson of the Board of Review, the LRCEA President/designee and Chancellor/designee shall alternately strike names from the list until one name remains. The individual whose name remains shall serve as the chairperson of the Board of Review for the grievance.~~

11.16.5.4 Arbitration Hearing~~Cost of the~~
Chairperson

The arbitrator shall conduct a hearing on the grievance with the parties to the grievance within thirty (30) days or as-soon-as he or she is able to schedule the hearing. ~~Every reasonable effort shall be made to conduct the hearing by the Board of Review with the parties to the grievance within thirty (30) days of the selection of the chairperson of the Board of Review.~~

11.16.5.5 Decision of the Arbitrator Hearing
Schedule

The arbitrator shall issue his or her written decision on the grievance no less than thirty (30) days immediately following the close of the hearing on the grievance, and that arbitrator's decision shall include findings of fact, reasoning and conclusions on issues submitted, shall be promptly transmitted to LRCEA and the District, and the arbitrator's decision is final and binding on all parties to the grievance. ~~Every reasonable effort shall be made to conduct the hearing by the Board of Review with the parties to the grievance within thirty (30) days of the selection of the chairperson of the Board of Review.~~

11.16.5.6 Attendance at Hearings

The parties to the grievance will be allowed to attend all hearings at which information is given to the arbitrator Board of Review.

Sessions of the arbitration Board of Review shall be private, with attendance limited to the arbitrator ~~members of the Board of Review,~~ the parties to the grievance, their representatives if any, and witnesses called by the arbitrator Board of Review.

11.16.5.7 Limit on Disclosure of Proceedings

During the pendency of a proceeding before the arbitrator Board of Review, no disclosure of the proceedings shall be made public without concurrence of the arbitrator chairperson and the parties to the grievance.

11.16.5.8 Decision of the Arbitrator Board of Review

The arbitrator Board of Review shall issue his or her ~~its~~ written decision on the grievance no later than thirty (30) ~~twenty (20)~~ days from the date of the close of the arbitration hearing. The decision of the arbitrator ~~Its decision~~ shall be in writing, shall include findings of fact, reasoning and conclusions on issues submitted, and shall be transmitted promptly to LRCEA and the District.

11.16.5.9 Limit on Decision of the Arbitrator Board of Review

The arbitrator Board of Review shall have no right to amend, modify, nullify, ignore, add to, or subtract from the provisions of this Agreement. The arbitrator ~~they~~ shall consider and decide only the specific issue submitted to him or her them in writing by the Board's representative and the aggrieved and shall have no authority to make recommendations on any other issue not so submitted to him or her ~~them~~. The arbitrator Board of Review shall be without power to make decisions contrary to or inconsistent with or modifying or varying in any way to applicable laws and rules and regulations having the force and effect of law.

11.16.5.10 Effect of the Decision of the Arbitrator Board of Review

The decision of the arbitrator Board of Review on the grievance shall supersede all previous decisions on the grievance and shall become binding on all parties to the grievance, effective when issued to the parties to the grievance by the arbitrator unless appealed in writing to the Board of Trustees by LRCEA or the District within five (5) days after receiving the Board of Review decision.

11.16.6 ~~Level V Board of Trustees~~

~~The decision of the Board of Trustees shall supersede all previous decisions on the grievance and shall become binding on all parties. The Board of Trustees shall render a final decision within forty-five (45) days after receipt of the appeal and shall transmit it promptly to LRCEA, the Chancellor, and members of the Board of Review.~~

~~11.16.16.1 Limits on Evident~~

~~If, during deliberations on the matter, the Board of Trustees receives evidence from either party to the grievance, it shall receive evidence from both parties on the issue(s) in question before it renders its final decision.~~

Article 12: Health & Safety

12.1 Safety

No change to current language.

12.2 Illness/Injury Prevention Plan

No change to current language.

12.3 Resolving Disputes

No change to current language.

12.3.1 Work Location Safety Officer

No change to current language.

12.4 Location Health and Safety Committee

No change to current language.

12.4.1 Composition of Committees

No change to current language.

12.4.2. Membership List

No change to current language.

12.4.3 Committee Operating Procedure

No change to current language.

12.4.4 Committee Review

No change to current language.

12.4.4.1 Accident Report

No change to current language.

12.4.4.2 Report of Other Health and Safety Problems

No change to current language.

12.4.4.3 Health and Safety Equipment/Training Updates

No change to current language.

12.4.5 Release Time for LRCEA Representatives

No change to current language.

12.4.6 Limit on Committee Authority

No change to current language.

12.5 Employee Safety Information Form

No change to current language.

12.5.1 Filing an Employee Safety Information Form

No change to current language.

12.6 District Health and Safety Committee

No change to current language.

12.6.1 Release Time for LRCEA Representation

No change to current language.

12.7 Annual Review

No change to current language.

Article 13: Non-Discrimination

13.1 Acknowledgment of the Parties

No change to current language.

13.2 Complaint

No change to current language.

13.2.1 Meetings Regarding Complaints

No change to current language.

13.2.2 Notice to LRCEA

No change to current language.

Article 14: Transfer and Reassignment

14.1 Definitions

No change to current language.

14.1.1 Transfers

No change to current language.

14.1.1.1 Administrative Transfers

No change to current language.

14.1.1.2 Voluntary Transfer

No change to current language.

14.1.1.3 Reassignment

No change to current language.

14.1.2 Work Locations

No change to current language.

14.1.2.1 (no title)

No change to current language.

14.1.2.2 (no title)

No change to current language.

14.1.2.3 (no title)

No change to current language.

14.1.2.4 (no title)

No change to current language.

14.1.2.5 (no title)

No change to current language.

14.1.3 Vacancy

A vacancy is an ~~authorized~~ position in the Bargaining Unit without an incumbent who is a regular classified employee ~~that the District intends to fill~~.

14.1.4 Reclassification

No change to current language.

14.1.5 Promotion

No change to current language.

14.2 Vacancy

The District shall fill a vacant position in the Bargaining Unit within ninety (90) days of the date the position becomes vacant or, if the District intends to change the vacant position, it shall meet and negotiate with LRCEA regarding its proposed change within the foresaid ninety (90) days. ~~The District reserves the right not to fill a position when it becomes vacant. Prior to announcing a vacancy, the District may modify the position, change or reduce the hours of the position, convert the position FTE to a different position, or relocate the position to another operating unit or work location.~~

14.2.1 Announcing Vacancy

Vacancies will be announced to classified staff a minimum of fifteen (15) working days in advance of its closing date for applicants. The District reserves the right to open all vacancies to the public if the vacancy is not filled pursuant to the voluntary transfer/promotion process described in Section 14.3 of this Agreement. ~~The District further agrees it is the District's intent to fill a vacancy within ninety (90) days of the vacancy announcement.~~

14.3 Voluntary Transfer/Promotion Process

No change to current language.

14.4 Selection Process

No change to current language.

14.4.1 Hiring Committee

No change to current language.

14.5 Administrative Transfers

No change to current language.

14.5.1 Increase in Daily Commute

In the event that an administrative transfer results in an increase daily round-trip commute of more than five (5) ~~twelve (12)~~ miles, the District will reimburse the affected employee for the increased commute mileage at the rate authorized by Board Policies for the period of twelve (12) full calendar months from the effective date of the administrative transfer.

14.5.2 Rate of Pay

No change to current language.

14.5.3 Appeal of Administrative Transfer

No change to current language.

14.5.4 Notice of Administrative Transfer

An employee who is administratively transferred permanently will receive written notice no less than thirty (30) days in advance of the effective date of the transfer as follows:

~~14.5.4.1~~ (no title)

~~Within the work location - minimum of two (2) working days; or~~

~~14.5.4.2~~ (no title)

~~To a satellite of the work location - minimum of five (5) working days; or~~
~~or~~

~~14.5.4.3~~ (no title)

~~To other locations - minimum of ten (10) working days.~~

14.6 Employment Status - Voluntary Transfer/Promotion

No change to current language.

14.6.1 Probationary Employee

No change to current status.

14.6.2 Permanent Employee

No change to current language.

Article 15: Working Out of Classification and Reclassification

15.1 Working Out of Classification

No change to current language.

15.1.1 Definition

No change to current language.

15.1.2 Out of Classification Pay

No change to current language.

15.1.3 Effects of Holiday and Board-Granted Days Off on Out of Classification Pay

No change to current language.

15.1.4 Compensation for Sick Leave When Working Out of Classification

No change to current language.

15.1.5 Compensation for Other Leaves When Working Out of Classification

No change to current language.

15.1.6 Request for Out of Classification Pay

When an affected employee believes he/she is working out of his/her classification for more than five (5) working days out of any fifteen (15) calendar day period, and the manager or supervisor has not notified the employee in writing of the out of classification work, and/or has not initiated the process to pay the employee out of classification pay for the out of classification work the employee has performed, the employee must file an Employee Request for Out of Classification Pay form P-103E. The employee Request for Out of Classification Pay form must be filed no later than forty-five (45) workdays after the employee discovers he/she is working out of classification conclusion of the fifteen (15) day period the employee claims to be working out of classification. ~~An employee may not claim compensation for out of classification work that occurred more than six months prior to the claims identified in the Employee Request for Out of Classification Pay form.~~ A written request from an employee for out of classification pay shall be made to his or her immediate supervisor/manager. The immediate supervisor/manager of the employee shall respond to the written request for out of classification pay in writing within ten (10) workdays of receipt of the written request.

15.1.6.1 Out of Classification Form

Written requests for out of classification pay from the employee shall be made on Employee Request for Out of Classification Pay form P-103E

Attached as part of this Agreement in Appendix C. This form shall be distributed by the supervisor/~~manager to the employee at the employee's request is made by the as directed on said form at the time the request is completed and once a determination supervisor/manager.~~

15.1.7 Denial of Out of Classification Pay

No change to current language.

15.2 Reclassification

No change to current language.

15.2.1 Duties of White-Collar Employees

No change to current language.

15.2.2 Performance Limitations

No change to current language.

15.2.3 Approval of Reclassification

No change to current language.

15.2.4 Request for Reclassification

No change to current language.

15.2.5 Investigation of a Request for Reclassification

No change to current language.

15.2.6 Reclassification Review Board Review of Recommended Requests for Reclassification

No change to current language.

15.2.7 Appeal of Denial to Reclassification Review Board

No change to current language.

15.3 Job Classification Review

No change to current language.

15.3.1 Selection of Classification Families

No change to current language.

15.3.2 Joint Job Classification Review Committee

No change to current language.

15.3.3 Scope of Job Classification Review

No change to current language.

15.3.4 Preparation of Material for Employee Review

No change to current language.

15.3.5 Distribution of Material to Employees

No change to current language.

15.3.6 Timelines for Employee Comments

No change to current language.

15.3.6.1 Content of Employee Comments

No change to current language.

15.3.7 Committee Review of Employee Comments

No change to current language.

15.3.8 Deliberations of the Committee

No change to current language.

15.3.9 Meeting of the Parties

No change to current language.

15.3.9.1 Release Time for Meeting and Negotiating

No change to current language.

15.3.10 Mediation

No change to current language.

15.3.11 Fact-finding

No change to current language.

15.3.12 Implementation

No change to current language.

15.3.13 Cost of Implementation

No change to the current language.

15.3.14 Review of Reclassification Process

No change to current language.

15.3.14.1 Committee Recommendations

No change to current language (includes a) and b).

Article 16: Professional Growth and Career Development

16.1 District Commitment and Funding

No change to current language.

16.1.1 Source of Funds (conforms to MOU)

The District will allocate up to \$84,716 for professional development activities each contract year, and this allocation includes any remaining balance of the Staff Development Leave Program allocation, and any remaining balance of the carryover from prior contract years. Any amount in excess of the \$84,716 will be included as a Unit specific resource as defined in A.1.8 of this Agreement.

~~Each Spring, the District and LRCEA shall meet to review the projected balance of staff development funds both from prior years and the current allocation from unused staff development leaves related to the LRCEA Staff Development Leave Program described in Article 7 of this Agreement to determine whether the full amount shall be carried forward or re-directed to support other unit costs.~~

16.1.2 Allocation to District Work Locations

No change to current language.

16.1.2.1 District Work Locations

No change to current language.

16.1.3 Use of Funds

No change to current language.

16.1.4 Promotion of Staff Development Leave Program

No change to current language.

16.2 Reimbursement of Enrollment Fees and Books - Los Rios Courses

Employees who enroll in Los Rios courses will not be charged tuition fees for such courses. The District will reimburse ~~fees, including~~ the Universal Transit Pass and Student Representation Fee, and cost of books, not to exceed \$1100.00 ~~\$1000.00~~ per Los Rios fiscal year, for any regular employee who enrolls in any of the district colleges and outreach centers. Classes must be taken outside the employee's scheduled work assignment and books must be purchased at a Los Rios bookstore and required for the classes taken and completed under this section. Receipts and grade reports or transcripts must accompany the request for reimbursement. Any amount received from selling back the books must be deducted from the original cost of the books.

16.3 Reimbursement of Tuition Fees - Non-Los Rios College

The District will reimburse tuition fees up to \$1200 per Los Rios

LRCEA 2020-2023 Negotiations
District Interests
(Not prioritized)

Article 2: Organizational Rights and Article 3: Organizational Security

The District has an interest to discuss updating related contract wording to reflect current processes with regard to practices involving union dues and related onboarding.

Article 4: Evaluation of Job Performance

The District has an interest in reviewing contract language to determine if further clarity of the evaluation processes would be beneficial.

Article 7: Leaves With Pay

For purposes of providing clarity of leave processes, the District has an interest in reviewing the current language for any needed updates.

Article 9: Compensation

For purposes of providing clarification for members, the District has an interest in reviewing the current language for shift differential pay hours, longevity for those who work less than full-time, and similar areas of this article as determined.

Article 10: Fringe Benefits

The District has an interest in reviewing the current fringe benefit language for effectiveness, and to better reflect our processes.

Article 12: Health & Safety

The District has an interest in reviewing processes and updating language as needed regarding the reporting of safety issues, and the roles and responsibilities of District-wide safety committees.

Appendix A Salary & Benefits and Attachment One

The District has an interest to update the language for currency and incorporation of memorandums of understanding, if applicable.

Contract Language Updates



The District has an interest in incorporating any applicable MOUs, and in re-examining contract language with respect to consistency and currency, including:

- Review of the definition of terms for updated language or needed clarity
- Update of language to reflect compliance with new and existing laws
- Revise or delete references to expired years, and language that is obsolete or no longer applicable

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 18, 2019

SUBJECT:	2020-2023 Initial Collective Bargaining Proposals – SEIU and LRCCD	ATTACHMENT: Yes	
		ENCLOSURE: None	
AGENDA ITEM:	Collective Bargaining Item C	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	 Jamey Nye, Deputy Chancellor	CONSENT/ROUTINE	
		FIRST READING	
APPROVED FOR CONSIDERATION:	 Brian King, Chancellor	ACTION	X
		INFORMATION	

BACKGROUND:

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

The Board and representatives of the Service Employees International Union, Local 1021 (SEIU) have agreed to engage in negotiations. The collective bargaining agreement with SEIU expires on June 30, 2020. The parties wish to commence negotiations as soon as possible, with the goal of attempting to reach agreement as early as possible before the contract expires.

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

STATUS:

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

RECOMMENDATION:

It is recommended that a public hearing be scheduled on January 15, 2020 to allow for public input regarding the initial collective bargaining proposals submitted by the District and SEIU.



Joseph Bryant
President

Akbar Bibb
VP Region A (North Central)

Mary Sandberg
VP Region B (North Coast)

Yeon Park
VP Region C (East Bay)

Theresa Rutherford
VP Region D (San Francisco)

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

Mary Duncan
Secretary

Amos Eaton
Treasurer

Sandra Lewis
VP of Representation

Gary Jimenez
VP of Politics

Ramses Teon-Nichols
VP of Organizing

Executive Board

Pete Albert
Tazamisha Alexander
John Arantes
Derrick Boutte
Lorraine Bowser
Monique Chaney-Williams
Felipe Cuevas
Evelyn Curiel
Sasha Cuttler
Nathan Dahl
Brandon Dawkins
Joel Evans-Fudem
Karla Faucett
Geneva Haines
Dellfinia Hardy
Cynthia Landry
Todd Nosanow
Harold Powell
Mercedes Riggleman
Robert Taylor
Richard Thoele
Taffie Walter
Angel Valdez
Sandra Wall
Jim Wise

Executive Board & Budget & Finance Committee

Aaron Cramer
Rhea Davis
Tina Diep
Julie Meyers
Tom Popenuck
Sunny Santiago
Rachal Valtakis

Initial Proposals for Successor Agreement for SEIU Local 1021

December 5, 2019

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

In accordance with the Collective Bargaining Agreement between SEIU Local 1021 and Los Rios Community College District, SEIU Local 1021 hereby notices intent for full contract negotiations for the three year period spanning: July 1, 2020 to June 30, 2023.

The Contract will expire on June 30, 2020. SEIU Local 1021 proposes to negotiate language, terms and conditions of the successor agreement on Article(s) 1 through Article 21 (Full Contract) including all appendices (A through D), attachments, all memorandum of understanding, and side letter agreements.

The Collective Bargaining Agreement between SEIU Local 1021 and Los Rios Community College District shall be renewed for a three (3) year period ending on June 30, 2023. Please 'sunshine' this letter as our request for full contract negotiations with the College Trustees as soon as practicable.

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

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

1. Article 16: Education incentives; stipend for work-related certifications; professional growth; tuition reimbursement.
2. Article 11: Longevity compensation; salary placement; emergency call back pay.
3. AB 119.and SB866



4. Article 16: Full Classification and Compensation study (performed by outside vendor).
5. Article 12: Deferred compensation; life insurance; Safety PERS.
6. Article 14: Binding Arbitration / CA State Mediation Conciliation Service.
7. Article 2: Clarifying Language
8. Article 6: Seniority as a weighted factor for site transfers, promotions, and shift bids.
9. Article 7: Clarification of work week and alternative work schedules, including shift differential parameters.
10. Article 8: Shift bids; temporary assignments.
11. Article 15: Uniform Allowance (all).
12. Article 9: Travel out of county/court appearances.
13. Article 2: Release time for Stewards, Bargaining Team and Chapter Officers for union business, training and education.
14. Article 2: Meetings: Chief of Police.
15. Other Articles (1 through 21) as needed to clean up outdated/changes to laws or titles, or as other discussions develop at the bargaining table, the Union reserves the right to add, subtract, delete or modify proposals to any and all articles, appendices, side letter agreements, memorandum of understanding, at any time during full contract negotiations.
16. Appendix A: Incentive pay; Retirement; Safety PERS; Staffing levels
17. Appendix C: Disciplinary Procedures (PD)
18. Notice timeframes for proposed position elimination or changes
19. PD as separate Unit with SEIU remaining as agent

Respectfully Submitted,

Valencia Kamara
Field Representative
SEIU Local 1021

cc: Dr. Brian King, Chancellor Los Rios Community College District
Jake Knapp, Associate Vice Chancellor, Human Resources
Brenda Balsamo, Director, Human Resources
Kaden Kratzer, Education Council Field Director
SEIU File

NH:cmd(opeiu 29 afl-cio,clc)

SEIU 2020-2023 Negotiations
District Interests
(Not prioritized)

Article 2: Union Rights

The District has an interest to discuss updating related contract wording to reflect current processes with regard to providing unit member information.

Article 5: Check Off and Organizational Security

The District has an interest in reviewing contract language to assure it reflects current processes involving union dues and related onboarding.

Article 6: Personnel Policies

The District has an interest in reviewing contract language to determine if further clarity of the evaluation processes would be beneficial.

Article 9: Leaves With Pay

For purposes of providing clarity of leave processes, the District has an interest in reviewing the current language for any needed updates.

Article 11: Compensation

The District has an interest in reviewing current language to provide further clarification of processes for service increments, emergency call backs, out of classification requests, and other areas as needed.

Article 12: Fringe Benefits & Insurance Programs

The District has an interest in reviewing the benefit language to best reflect current processes.

Article 13: Safety

The District has an interest in reviewing processes and updating language as needed regarding the reporting of safety issues, and the roles and responsibilities of District-wide safety committees.

Article 15: Uniforms

The District has an interest in reviewing uniform items provided, and uniform allocation and replacement processes.

Article 16: Miscellaneous Provisions

The District has an interest in reviewing current contract language regarding a job classification study for effectiveness.

Appendix A Salary & Benefits and Attachment One

The District has an interest to update the language for currency and incorporation of memorandums of understanding, if applicable.

Contract Language Updates

The District has an interest in incorporating any applicable MOUs, and in re-examining contract language with respect to consistency and currency, including:

- Review of the definition of terms for updated language or needed clarity
- Update of language to reflect compliance with new and existing laws
- Revise or delete references to expired years, and language that is obsolete or no longer applicable

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 18, 2019

SUBJECT:	2018-19 Annual Audit Report	ATTACHMENT: None	
		ENCLOSURE: Yes	
AGENDA ITEM:	Action Item A	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	Mario Rodriguez, Vice Chancellor Finance and Administration <i>MR</i>	CONSENT/ROUTINE	
		FIRST READING	
APPROVED FOR CONSIDERATION:	Brian King, Chancellor <i>Brian King</i>	ACTION	X
		INFORMATION	

BACKGROUND:

Per Education Code § 84040, the governing board of each community college district shall provide for an annual audit of all funds, books, and accounts of the district in accordance with regulations of the Board of Governors. The audit shall be made by certified public accountants licensed by the California Board of Accountancy. Pursuant to Title 5 CCR § 59104, each district governing board shall review the annual audit at a public meeting and the audit report filed with the California Community College Chancellor’s Office no later than December 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, Eide Bailly LLP (previously Vavrinek, Trine, Day & Co., LLP) 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, 2019. The audit was successfully completed without any significant deficiencies, material weaknesses, or findings for the sixth consecutive fiscal year.

A representative from Eide Bailly 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 2018-19 fiscal year.

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 18, 2019

SUBJECT:	2019-20 Program Development Funds	ATTACHMENT: Yes	
		ENCLOSURE: None	
AGENDA ITEM:	Action Item B	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	<div style="text-align: right;"><i>MR</i></div> Mario Rodriguez, Vice Chancellor Finance and Administration	CONSENT/ROUTINE	
		FIRST READING	
APPROVED FOR CONSIDERATION:	<div style="text-align: right;"><i>Brian King</i></div> Brian King, Chancellor	ACTION	X
		INFORMATION	

BACKGROUND:

Program Development Funds, also referred to as PDF or 20% funds, are the District's discretionary funds for allocation to continuing and one-time-only purposes. The funds are comprised of both prior and current year resources per established formulas. Schedule I summarizes the funds available for the 2019-20 allocation. The overall guidelines for PDF allocations are: 1) to be responsive to the District/Colleges' planning process and related goals and objectives; 2) to address any current or future emphases directed by the Governing Board; 3) to fund mandates or new costs imposed upon the District; 4) to balance the distribution across District-wide needs; and 5) to maintain the District's conservative fiscal practices.

A key factor in the distribution of the funds is matching the type of resource (continuing or one-time-only) to the nature of the allocation. The type of revenue establishes or limits the type of expenditure that can be funded.

For 2019-20, the District has \$2.5 million to allocate toward continuing costs, which is entirely funded from increases in the Student Centered Funding Formula. These estimates are consistent with those contained in the Adopted Budget approved at the September 2019 board meeting. If the funding formula yields additional on-going resources in 2019-20, those will be included in the 2020-21 Program Development Funds allocation.

The District also has \$13.9 million available for one-time general-purpose use as well as \$3.6 million in one-time funds from selected categorical program and special resources revenues. Of the general-purpose resources, \$4.9 million is from interest income. Of the amount from selected categorical program and special resources, \$2.7 million is from prior year restricted Lottery funding.

STATUS:

The proposed allocations contained in Schedule II are organized by the goals outlined in the District's Strategic Plan. Strategy A focuses on establishing pathways for access and success, which includes the upgrade and implementation of websites across the district to improve the user experience. Strategy B focuses on ensuring equitable academic achievement, which

includes professional development and continues to fund activities contained in the District's recently adopted EEO Plan. Strategy C focuses on improving teaching and learning opportunities, which includes resources to support efforts to scale dual enrollment programs, coordinate basic needs support, improve support for special populations programs, streamline enrolment services, and continued implementation of educational technology initiatives. Strategy D focuses on creating an outstanding working and learning environment, which includes resources for the districtwide camera project and other safety, security, and health issues. In addition, Strategy D includes funding necessary to improve police dispatch operations, supports a realignment of staff in business services, and more equitably considers previous experience for presidents.

The District Budget Committee has reviewed the resources and allocations schedules. The formal approval of the allocations will take place in February when the first budget revision for 2019-20 is brought to the Board; however, salary schedules necessary to implement the proposals contained in the Program Development Fund schedule need Board action in order to be effective January 1, 2020.

RECOMMENDATION:

It is recommended that the Board approve the proposed changes to the Confidential, LRSA, and Management salary schedules to implement the proposals contained in the Program Development Funds effective January 1, 2020 and the corresponding MOU with LRSA.

Los Rios Community College District
Summary of 2019-20 District Program Development Funds
And Selected Categorical/Special Revenue Funds

	Available Funds	Continuing Funds	Non-Cont. or OTO Funds
I. 2017-18 Funding Sources			
Recalculated Final Revenue (20%)	\$ 491	\$	\$ 491
Lottery (unrestricted - 20%)	30,639		30,639
Total 2017-18 Sources	<u>31,130</u>		<u>31,130</u>
II. 2018-19 Funding Sources			
Total Computational Revenue (20%)	2,953,683	1,415,611	1,538,072
Lottery (unrestricted - 20%)	964,198		964,198
Interest Income	4,867,323		4,867,323
Out-of-State Tuition	1,721,652		1,721,652
Mandate Block Grant	260,834		260,834
Recycle/Other	2,038,674		2,038,674
Total 2018-19 Sources	<u>12,806,364</u>	<u>1,415,611</u>	<u>11,390,753</u>
III. 2019-20 Funding Sources, partial allocation			
Total Computational Revenue (20%)	2,095,759	1,055,874	1,039,885
Interest Income		2020-21	
Out-of-State Tuition		2020-21	
Mandate Block Grant		2020-21	
Lottery (unrestricted - 20%)	1,400,000		1,400,000
Total 2019-20 Sources	<u>3,495,759</u>	<u>1,055,874</u>	<u>2,439,885</u>
Total 2019-20 Program Development Funds	<u>16,333,253</u>	<u>2,471,485</u>	<u>13,861,768</u>
Scheduled Maintenance & Special Repairs	317,942		317,942
State Instructional Equipment & Library Materials	317,942		317,942
Out-of-State Capital Outlay Fee	220,738		220,738
Lottery, Proposition 20:			
- 2017-18	248,964		248,964
- 2018-19	2,492,134		2,492,134
Total	<u>3,597,720</u>		<u>3,597,720</u>
Total Selected Categorical/Special Resources	<u>3,597,720</u>		<u>3,597,720</u>
Total Available for 2019-20 PDF Allocation	<u>19,930,973</u>	<u>2,471,485</u>	<u>17,459,488</u>

Los Rios Community College District
Proposed Allocation of Program Development Funds
and Selected Categorical Programs
2019-20 District Strategies

	District- Wide	ARC	CRC	FLC	SCC	DO/FM	Total One-Time		Total
							Continuing	Only	
A. Establish effective pathways that optimize student access and success									
1) <u>Counseling Expansion</u>									
a) Allocation to support 900:1 increase - none due to enrollment									
2) Marketing Campaign	272,000							272,000	272,000
3) Website Refresh & Coordination	182,900						50,000	132,900	182,900
4) <u>Other Student Support Services</u>									
a) Student Access Card - ASG Revenue Offset (none due to enrollment)								1,721,652	1,721,652
b) Out of State Tuition above base		374,638	233,795	166,779	946,440			175,884	175,884
c) Child Care Centers - Support for Staffing Costs		72,112	49,248		54,524			34,000	34,000
d) WEAVE Confidential Reporting	34,000							22,500	22,500
e) Blackboard	22,500							18,000	18,000
f) BFAP 2%			6,000	6,000	6,000			17,223	17,223
g) Financial Aid Call Center	17,223							-	-
Total Other Student Support Services	73,723	446,750	289,043	172,779	1,006,964	-	-	1,989,259	1,989,259
Total Strategy A	528,623	446,750	289,043	172,779	1,006,964	-	50,000	2,394,159	2,444,159
B. Ensure Equitable Academic Achievement Across all Racial, Ethnic, Socioeconomic and Gender Groups									
1) Equity Academy		10,000	10,000	10,000	10,000			40,000	40,000
2) Affinity Groups (Diversity Groups Support)	20,000							20,000	20,000
3) Candidate Mileage Reimbursement	10,000						10,000		10,000
4) DACA/Undocumented Support		10,000	10,000	10,000	10,000			40,000	40,000
5) CUE Institute on Diversity Hiring	35,000							35,000	35,000
6) PRIDE Center Programming Expansion Efforts	64,390	25,000						89,390	89,390
Total Strategy B	129,390	45,000	20,000	20,000	20,000	-	10,000	224,390	234,390

Los Rios Community College District
Proposed Allocation of Program Development Funds
and Selected Categorical Programs
2019-20 District Strategies

	District- Wide	ARC	CRC	FLC	SCC	DO/FM	Total One-Time		Total
							Continuing	Only	
C. Provide Exemplary Teaching and Learning Opportunities									
1) <u>Program Expansion/Maintenance</u>									
a) Faculty Stipends - Performing Arts and Athletics		5,122	26,610	21,091			52,823		52,823
Total	-	5,122	26,610	21,091	-	-	52,823	-	52,823
2) Instructional Equipment & Library Materials		124,120	62,591	38,592	92,639			317,942	317,942
3) Dual Enrollment Project	110,740							110,740	110,740
4) AB 705 Transition Support	50,000							50,000	50,000
5) Los Rios Online Reassignment						209,240		209,240	209,240
6) Director V, Admissions & Records						157,655	157,655		157,655
7) Interim Director of Educational Services	272,192							272,192	272,192
8) <u>Reassignments</u>									
a) Ad Astra - Fall 2019 (1.00 FTE)	128,780							128,780	128,780
b) Degree Planner - Fall 2019 & Spring 2020 (.80 FTE)	103,024							103,024	103,024
c) Hobsons/Starfish - Fall 2019 & Spring 2020 (.80 FTE)	103,024							103,024	103,024
d) AB 705 ESL - Fall 2019 & Spring 2020 (1.068 FTE)	140,037							140,037	140,037
e) Library Service Platform (Fall 2019 .50 FTE)		16,098	16,098	16,098	16,098			64,392	64,392
9) State Lottery Funds (Restricted Prop. 20) Instructional & Library Materials									
a) College Allocations based upon FTES		951,703	479,929	295,914	710,323			2,437,869	2,437,869
b) Support Library Electronic Database	303,229							303,229	303,229
Total Restricted Lottery	303,229	951,703	479,929	295,914	710,323	-	-	2,741,098	2,741,098
10) <u>Maintain Programs</u>									
a) College Operation/Discretionary Funds formula		133,743	107,294	62,559	44,214		187,961	159,849	347,810
b) JPA - Public Safety Agencies		260,000						260,000	260,000
Total Operational/Discretionary Funds	-	393,743	107,294	62,559	44,214	-	187,961	419,849	607,810
Total Strategy C	1,211,026	1,490,786	692,522	434,254	863,274	366,895	398,439	4,660,318	5,058,757

Los Rios Community College District
Proposed Allocation of Program Development Funds
and Selected Categorical Programs
2019-20 District Strategies

	District- Wide	ARC	CRC	FLC	SCC	DO/FM	Total One-Time		Total
							Continuing	Only	
D. Foster an Outstanding Working and Learning Environment									
1) <u>Employee Training/Development & Recruiting Costs</u>									
a) Staff Development - District Funds		63,778	32,783	20,395	49,466	8,578		175,000	175,000
b) Less: \$75,000 Continuing from PDF (2004-05)		(29,488)	(12,410)	(5,947)	(23,725)	(3,430)		(75,000)	(75,000)
c) Staff Development - Net 2019-20 PDF	-	34,290	20,373	14,448	25,741	5,148	-	100,000	100,000
2) Health and Wellness	13,000							13,000	13,000
3) Not Anymore & Sexual Harassment Training (Yr. 2 of 3)	25,000							25,000	25,000
4) ADA Accommodations				40,000	1,000	11,000	52,000		52,000
5) <u>Safety & Security</u>									
a) Operational & Equipment Costs	375,000							375,000	375,000
b) Emergency Operation Plan Consulting	40,000							40,000	40,000
c) Camera Project	700,000							700,000	700,000
Total Safety & Security	1,115,000	-	-	-	-	-	-	1,115,000	1,115,000
6) <u>Plant Maintenance & Enhancement</u>									
a) Scheduled Maintenance/Special Repairs (SMSR)	317,942							317,942	317,942
b) Vehicle/Tools Replacement						202,000	40,000	162,000	202,000
c) Master Plan Proposals	34,300							34,300	34,300
d) Turf Replacement Sinking Fund ¹	153,100							153,100	153,100
Total Plant Maintenance & Enhancement	505,342	-	-	-	-	202,000	40,000	667,342	707,342
7) <u>Classified Staff Allocations</u>									
a) Reclassifications and Compensation Improvements	75,000					25,229	100,229		100,229
b) Classified Positions	100,000			7,950		276,075	302,950	81,075	384,025
Total Classified Staff Allocations	175,000	-	-	7,950	-	301,304	403,179	81,075	484,254

Los Rios Community College District
Proposed Allocation of Program Development Funds
and Selected Categorical Programs
2019-20 District Strategies

	District- Wide	ARC	CRC	FLC	SCC	DO/FM	Total		Total
							Continuing	One-Time Only	
D. Foster an Outstanding Working and Learning Environment (continued)									
8) Utilities	150,000						150,000		150,000
9) <u>American River College</u>									
a) Tennis Court Repair ¹		30,000						30,000	30,000
10) <u>Folsom Lake College</u>									
a) Veneer repair ¹				685,000				685,000	685,000
11) PERS/STRS 2019-20 on-going	175,000						175,000		175,000
Total Retirement Funding	175,000						175,000	-	175,000
12) <u>Management</u>									
a) Management Salary Schedule & Step Increases	324,860						324,860		324,860
b) Associate Dean			169,000				169,000		169,000
c) Associate Vice President Conversion			13,012				13,012		13,012
Total Management Allocations	324,860	-	182,012	-	-	-	506,872	-	506,872
13) <u>Non-Instructional Equipment</u>									
a) Allocate using General Purpose FTE <i>(includes Capital Outlay fee)</i>		73,861	39,161	25,222	61,641	20,853		220,738	220,738
14) <u>Information Technology (District-wide)</u>									
a) New and Operational Project Costs	5,749,566						110,995	5,638,571	5,749,566
b) Sinking Fund	500,000							500,000	500,000
District-Wide Information Technology ²	6,249,566	-	-	-	-	-	110,995	6,138,571	6,249,566
15) <u>Organizational Costs</u>									
a) Professional Expertise (Legal, Audit, Actuarial, Consultants, etc.)	852,395						250,000	602,395	852,395
b) Dues & Memberships	52,500						25,000	27,500	52,500
c) Facilities Master Plan Outreach	425,000							425,000	425,000
d) Foundation Support	50,000							50,000	50,000
e) Insurance Premiums	300,000						300,000		300,000
Total Organizational Costs	1,679,895	-	-	-	-	-	575,000	1,104,895	1,679,895
Total Strategy D	10,412,663	138,151	241,546	772,620	88,382	540,305	2,013,046	10,180,621	12,193,667
GRAND TOTAL	12,281,702	2,120,687	1,243,111	1,399,653	1,978,620	907,200	2,471,485	17,459,488	19,930,973

¹ RDA funds support this allocation

² Unrestricted Lottery funds support this allocation

**Los Rios Community College District
2019-20 Interim**

Salary Ranges for Confidential Classified Positions

DRAFT

Job Code	Titles	Range	Full Time Annual Salary		
0644	Communications and Public Information Officer (E)	18C	84,826	-	116,135
0286	Confidential Business Services Officer	12C	67,039	-	91,783
0135	Confidential Chancellor's Executive Officer	21C	95,418	-	130,636
0632	Confidential Financial Analyst (E)	17C	81,564	-	111,668
		19C	88,219	-	120,781
0121	Confidential Human Resources Assistant I	2C	45,290	-	62,006
0148	Confidential Human Resources Assistant II	3C	47,101	-	64,486
0170	Confidential Human Resources Assistant III	4C	48,985	-	67,065
0635	Confidential Human Resources Officer (E)	18C	84,826	-	116,135
0119	Confidential Human Resources Specialist I	5C	50,945	-	69,748
0159	Confidential Human Resources Specialist II	6C	52,982	-	72,538
0120	Confidential Human Resources Specialist III	8C	57,306	-	78,457
0160	Confidential Human Resources Training Specialist	11C	64,461	-	88,253
0708	Confidential Principal Information Systems Auditor (E)	23C	103,204	-	141,296
0638	Confidential Principal Internal Auditor (E)	20C	91,748	-	125,612
0645	Confidential Senior Budget Officer (E)	20C	91,748	-	125,612
		21C	95,418	-	130,636
0284	Confidential Senior Human Resources Officer (E)	19C	88,219	-	120,781

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

(E) Exempt employee - not entitled to overtime provisions.

Effective: January 1, 2020

Board Approved:

Los Rios Community College District
2019-20 Interim
Salary Ranges for LRSA Supervisory Positions*

DRAFT

Job Code	Title	Range	Full Time Annual Salary		
908	Accounts Payable Supervisor	22V	69,990	-	93,980
636	Admissions & Records Supervisor	24V	75,701	-	101,649
288	Bookstore Supervisor	19V	62,221	-	83,548
901	Business Services Supervisor	26V	81,878	-	109,943
656	Campus Operations Supervisor	22V	69,990	-	93,980
637	Child Development Center Supervisor	20V	64,709	-	86,890
912	College IT Systems Supervisor	32V	103,602	-	139,113
631	Community Services Supervisor	22V	69,990	-	93,980
905	Counseling Supervisor	20V	64,709	-	86,890
603	Custodial Supervisor	17V	57,526	-	77,245
902	Custodial/Receiving Supervisor	20V	64,709	-	86,890
613	Educational Center Supervisor	20V	64,709	-	86,890
651	Employee Benefits Supervisor	24V	75,701	-	101,649
312	Event Services Supervisor - Harris Center for the Arts	18V	58,654	-	78,759
615	Facilities Maintenance - Electrical Systems Supervisor	24V	75,701	-	101,649
601	Facilities Maintenance - Grounds Supervisor	24V	75,701	-	101,649
609	Facilities Maintenance - Heating/Ventilation/Air Conditioning (HVAC)/Plumbing Supervisor	24V	75,701	-	101,649
617	Facilities Maintenance - Structures Supervisor	24V	75,701	-	101,649
616	Facilities Maintenance Supervisor	24V	75,701	-	101,649
642	Facilities Maintenance - Transportation Supervisor	24V	75,701	-	101,649
622	Facilities Management Operations Supervisor	18V	59,827	-	80,334
923	Facilities Projects Supervisor	29V	92,102	-	123,671
611	Financial Aid Supervisor	24V	75,701	-	101,649
657	Fiscal Services Supervisor	26V	81,878	-	109,943
605	Food Services Manager	19V	62,221	-	83,548
624	General Accounting Supervisor	26V	81,878	-	109,943
		28V	88,559	-	118,914
910	General Services Supervisor, Risk Management	22V	69,990	-	93,980
289	Hospitality Management - Culinary Supervisor	20V	64,709	-	86,890
911	Instructional Computer Laboratory Supervisor	22V	69,990	-	93,980
913	Instructional Science Laboratory Supervisor	22V	69,990	-	93,980
612	IT Application Systems Supervisor	33V	107,746	-	144,678
685	IT Production Services Supervisor	33V	107,746	-	144,678
684	IT Technical Services Supervisor	33V	107,746	-	144,678
619	Media Resources Supervisor	24V	75,701	-	101,649
623	Payroll Supervisor	26V	81,878	-	109,943
915	Police Communications Supervisor	21V	67,298	-	90,365
240	Police Sergeant	27V	85,153	-	114,341
900	Printing Services Supervisor	19V	62,221	-	83,548
628	Purchasing Supervisor	22V	69,990	-	93,980
909	SRPSTC Office Supervisor	21V	67,298	-	90,365
682	Student Life Supervisor	20V	64,709	-	86,890
681	Student Support Supervisor	20V	64,709	-	86,890
643	Technical Director - Harris Center for the Arts	22V	69,990	-	93,980
903	Ticket Office Supervisor - Visual & Performing Arts Center	19V	62,221	-	83,548

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

*Exempt positions--not entitled to overtime.

Effective: January 1, 2020

Board Approved:

Los Rios Community College District

2019-20 Interim

Management Salary Schedule

Full Time Annual

DRAFT

Title	Range	Step 1	Step 2	Step 3	Step 4	Step 5	+ 10 Yr. Long. Based on Step 5	+ 15 Yr. Long. Based on Step 5	+ 20 Yr. Long. Based on Step 5	+ 20 Yr. Long. & Dr. Based on Step 5
Deputy Chancellor (679)	C	225,083	229,584	234,176	238,859	243,637	253,382	263,517	268,788	272,311
Vice Chancellor/ College President (679)	B	208,534	212,705	216,959	221,298	225,724	234,753	244,143	249,026	252,549
Assoc. Vice Chancellor/ General Counsel (679)	A	178,234	181,799	185,435	189,144	192,927	200,644	208,669	212,843	216,366
Director/Manager II/ Vice President (674)	1	155,353	158,460	161,629	164,862	168,159	174,885	181,881	185,518	189,041
Director/Manager III/ Assoc. VP (672)	2	145,664	148,577	151,549	154,580	157,672	163,978	170,538	173,948	177,471
Director/Manager III/ Dean (670)	3	136,580	139,311	142,098	144,939	147,838	153,752	159,902	163,100	166,623
Director/Manager IV/ Dean III (668)	4	128,062	130,623	133,235	135,900	138,618	144,163	149,929	152,928	156,451
Director/Manager V (664)	5	111,103	113,325	115,591	117,903	120,261	125,072	130,075	132,676	136,199
Director/Manager VI (663)	6	104,174	106,257	108,382	110,550	112,761	117,271	121,962	124,402	127,925
Director/Manager VII (662)	7	95,910	97,828	99,784	101,780	103,816	107,968	112,287	114,533	118,056
Director/Manager VIII (665)	8	89,928	91,727	93,561	95,432	97,341	101,235	105,284	107,390	110,913
Director/Manager IX (669)	9	84,320	86,006	87,726	89,481	91,270	94,921	98,718	100,692	104,215
Director/Manager X (675)	10	79,061	80,642	82,255	83,900	85,578	89,001	92,561	94,413	97,936

Educational Stipend: An educational stipend of \$3,523 will be provided to managers possessing an earned doctorate completed at an accredited institution or fully accredited in accordance with the American Bar Association or the California Bar Association. Accredited institution includes a postsecondary institution accredited by an accreditation agency recognized by either the U.S. Department of Education or the Council on Postsecondary and Vocational Education. The stipend amount is equivalent to the difference between Step 6 Class IV and Step 6 Class V on the LRCFT Salary Schedule A-164.

After 10 years of full-time service with Los Rios, a longevity increment will be awarded which will be 4% of the appropriate range and step.

An Additional 4% (8.16%) increment will be awarded after 15 years.

An Additional 2% (10.323%) increment will be awarded after 20 years.

The second and third longevity increments will be based on current step placement plus previously earned longevity increments (rate compounded).

For Range B, equivalent full-time service outside of the District will be considered for longevity increment based on a determination from Human Resources.

Effective: January 1, 2020

Board Approved:

LOS RIOS COMMUNITY COLLEGE DISTRICT

Memorandum of Understanding

LRSA

Background

The LRSA unit represents the job classifications General Accounting Supervisor and Police Communications Supervisor. The District has one of each position.

The District and LRSA met to negotiate a change in the placement for the classification. The current placement for the General Accounting Supervisor is range 26 (step 1 is \$81,878) and proposed range placement is range 28 (step 1 is \$88,559). The current placement for the Police Communications Supervisor is range 21 (step 1 is \$67,298) and proposed range placement is range 23 (step 1 is \$72,789).

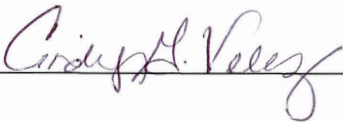
The cost of the first step increase will be funded by the District, with the unit's compensation fund begin charged for the costs beyond first step. The effective date of the revised placement is 1/1/2020. Incumbent employees will retain their current step placement.

The following is agreed to:


The District and the unit will fund a change in the placement for the General Accounting Supervisor and Police Communications Supervisor as described above.

For the LRSA





For the District





LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 18, 2019

SUBJECT:	Student, Special Rate, Temporary Interpreter & Temporary Classified Salary Schedules	ATTACHMENT: Yes	
		ENCLOSURE: None	
AGENDA ITEM:	Action Item C	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	Mario Rodriguez, Vice Chancellor Finance & Administration <i>MR</i>	CONSENT/ROUTINE	
		FIRST READING	
APPROVED FOR CONSIDERATION:	Brian King, Chancellor <i>Brian King</i>	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 \$13.00 per hour, which takes effect on January 1, 2020. 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 employees are generally set relative to the market rate for some of the classifications.

STATUS:

The student help schedule will be increased to the minimum wage of \$13.00 per hour, effective January 1, 2020. 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 was set at \$13.70 to offset the OASDI deduction. The other ranges on the clerical/secretarial/paraprofessional and Maintenance/Service schedules will improve to the benchmark of 75% of step 1 for the regular classifications. 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 \$13.70.

RECOMMENDATION:

It is recommended that the Board of Trustees approve the salary schedules for student help/college work-study employees, temporary classified employees maintenance/service, temporary classified employees clerical/secretarial/paraprofessional, special rate temporary classified employees, temporary interpreter salary schedules effective January 1, 2020.

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

Effective January 1, 2020

DRAFT

Classification #	Title		
001	Student Help	\$12.00	\$13.00
002	College Work Study	\$12.00	\$13.00

Board Approved:

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

Effective January 1, 2020

DRAFT

Job Code	Title	Range	Part Time Hourly Rate	
T141	Account Clerk I	17	13.00	14.10
T142	Account Clerk II	21	13.64	14.70
T143	Account Clerk III	25	14.93	15.53
T649	Accountant	35	18.75	19.50
T198	Accounting Specialist	40	21.04	21.85
T131	Administrative Assistant I	26	15.28	15.89
T133	Administrative Assistant II	28	16.00	16.63
T285	Administrative Assistant III	30	16.73	17.40
T654	Administrative Services Analyst	44	23.00	23.93
T171	Admissions/Records Clerk I	17	13.00	14.10
T172	Admissions/Records Clerk II	20	13.40	14.50
T173	Admissions/Records Clerk III	23	14.27	15.10
T145	Admissions/Records Evaluator I	24	14.60	15.30
T151	Admissions/Records Evaluator II	28	16.00	16.63
T163	Admissions/Records Evaluator/Degree Auditor	29	16.36	17.01
T819	Alternate Media Specialist	37	19.62	20.41
T634	Animal Health Instructional Technician	30	16.73	17.40
T798	Assessment Center Testing Coordinator	38	20.07	20.87
T602	Assistant Financial Aid Officer	35	18.75	19.50
T313	Assistant Technical Director - Harris Center for the Arts (HCA)	37	19.62	20.41
T742	Attendance Services Assistant	27	15.63	16.25
T185	Bookstore Assistant Manager	37	19.62	20.41
T183	Bookstore Buyer I	21	13.64	14.70
T195	Bookstore Buyer II	25	14.93	15.53
T182	Bookstore Clerk I (Temporary only)	16	12.80	13.90
T186	Bookstore Clerk II	18	13.20	14.30
T184	Bookstore Stock Clerk	21	13.64	14.70
T869	Building Automation and Systems Integration Analyst	57	30.92	32.15
T804	Business Services Assistant	35	18.75	remove from schedule
T126	Buyer I	24	13.64	remove from schedule
T127	Buyer II	25	14.93	remove from schedule
T128	Buyer-III	29	16.36	17.01
T116	Child Development Center Associate Teacher	12	12.60	13.70
T810	Child Development Center Clerk	20	13.40	14.50
T199	Child Development Center Lead Teacher	35	18.75	19.50
T194	Child Development Center Teacher	26	15.28	15.89
T192	Child Development Services Analyst	38	20.07	remove from schedule
T101	Clerk I (Temporary only)	12	12.60	13.70
T102	Clerk II	16	12.80	13.90
T103	Clerk III	20	13.40	14.50
T191	College Development Officer	35	18.75	19.50
T739	Computer Aided Drafting and Design Assistant	42	21.98	22.86
T803	Contract Education Program Developer	56	30.23	31.43
T123	Control Center Technician	22	13.95	14.90
T169	Cosmetology Service Assistant	30	16.73	17.40
T109	Counseling Clerk I	17	13.00	14.10
T110	Counseling Clerk II	21	13.64	14.70

T744	Data Communications Security Specialist	61	33.86	35.22
T283	Digital Communications Specialist	44	23.00	23.93
T129	Disabled Student Programs & Services (DSP&S) Clerk	17	13.00	14.10
T282	District Financial Aid Specialist	40	21.04	21.85
T650	Donor Relations Specialist	38	20.07	20.87
T167	Educational Center Assistant	25	14.93	15.53
T108	Educational Center Clerk	22	13.95	14.90
T806	Educational Media Design Specialist	37	19.62	20.41
T646	Electronics Calibration and Repair Technician	38	20.07	20.87
T180	Employee Benefits Specialist	40	21.04	21.85
T175	Employee Benefits Technician	29	16.36	17.01
T287	Energy Management Controls Specialist	57	30.92	32.15
T705	Facilities Planning and Engineering Specialist	56	30.23	31.43
T700	Facilities Planning Specialist	49	25.78	26.81
T138	Financial Aid Clerk I	17	13.00	14.10
T140	Financial Aid Clerk II	21	13.64	14.70
T604	Financial Aid Officer	38	20.07	20.87
T743	Fiscal Services Accounting Specialist	40	21.04	21.85
T149	Grant Coordination Clerk	20	13.40	14.50
T236	Graphic Artist	28	16.00	16.63
T801	Graphic Designer	29	16.36	17.01
T168	Health Services Assistant	21	13.64	14.70
T718	Information Technology Business/Technical Analyst I	57	30.92	32.15
T723	Information Technology Business/Technical Analyst II	61	33.86	35.22
T748	Information Technology Network Administrator Analyst I	57	30.92	32.15
T749	Information Technology Network Administrator Analyst II	61	33.86	35.22
T726	Information Technology Specialist I	44	23.00	23.93
T729	Information Technology Specialist II	50	26.37	27.42
T745	Information Technology Systems/Database Administrator Analyst I	57	30.92	32.15
T746	Information Technology Systems/Database Administrator Analyst II	61	33.86	35.22
T242	Information Technology Cable Plant Assistant	50	26.37	27.42
T809	Information Technology Technician I	25	14.93	15.53
T152	Information Technology Technician II	31	17.12	17.81
T208	Instructional Assistant	28	16.00	16.63
T166	Instructional Services Assistant I	24	14.60	15.30
T808	Instructional Services Assistant II	27	15.63	16.25
T207	Laboratory Technician	28	16.00	16.63
T741	Lead Instructional Assistant	30	16.73	17.40
T866	Lead Instructional Services Assistant	29	16.36	17.01
T600	Lead Laboratory Technician	30	16.73	17.40
T241	Lead Library Technician	28	16.00	16.63
T114	Library Technician	26	15.28	15.89
T105	Maintenance/Operations Clerk	22	13.95	14.90
T231	Media Systems/Resources Specialist	50	26.37	27.42
T200	Media Systems/Resources Technician I	32	17.54	18.21
T223	Media Systems/Resources Technician II	38	20.07	20.87
T115	Operations Technician	26	14.60	15.89
T618	Outreach Specialist	38	20.07	20.87
T660	Payroll Accountant	36	19.18	19.94
T146	Payroll Clerk I	23	14.27	15.10
T147	Payroll Clerk II	25	14.93	remove from schedule
T652	Payroll Specialist	40	21.04	21.85
T179	Payroll Technician	29	16.36	17.01
T702	Printing Assistant	35	18.75	19.50
T106	Printing Services Operator I	17	13.00	14.10
T107	Printing Services Operator II	20	13.40	14.50
T178	Printing Services Operator III	23	14.27	15.10

T802	Printing Technician	33	17.92	18.63
T268	Programmer I	44	23.00	23.93
T269	Programmer II	50	26.37	27.42
T174	Public Relations Specialist	38	20.07	20.87
T640	Public Relations Technician	30	46.73	17.40
T890	Recruit Training Officer (Temporary only)	64	36.26	37.70
T807	Research Analyst	50	26.37	27.42
T639	Risk Management Specialist	40	21.04	21.85
T417	Sacramento Regional Public Safety Training Center (SRPSTC) Developer	56	30.23	31.43
T125	Senior Buyer/Contract Specialist	40	21.04	21.85
T735	Senior Information Technology Business/Technical Analyst	64	36.26	37.70
T750	Senior Information Technology Network Administrator Analyst	64	36.26	37.70
T196	Senior Information Technology Specialist	57	30.92	32.15
T747	Senior Information Technology Systems/Database Administrator Analyst	64	36.26	37.70
T731	Senior Information Technology Technician	38	20.07	20.87
T276	Senior Programmer	57	30.92	32.15
T158	Staff Resources Center Assistant	28	46.00	16.63
T641	Student Affairs Specialist	44	23.00	23.93
T124	Student Personnel Assistant	28	46.00	16.63
T683	Student Support Specialist	38	20.07	20.87
T707	TANF/CalWORKs Specialist	38	20.07	20.87
T271	Telecommunications System Coordinator	57	30.92	32.15
T272	Telecommunications System Designer	57	30.92	32.15
T234	Theatre Technician	28	46.00	16.63
T281	Ticket Office/Customer Relations Assistant - Visual & Performing Arts Center	28	46.00	16.63
T630	Tutorial Services Assistant	35	48.75	19.50
T130	Web & Media Design Specialist	44	23.00	23.93

Board Approved:

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

Effective January 1, 2020

DRAFT

Job Code	Title	Range	Part Time Hourly Rate	
T217	Cadet to Police Officer (Temporary only)	27	16.12	Move to Special Rate
T202	Campus Patrol (Temporary only)	19	13.64	Move to Special Rate
T210	College Safety Officer	27	16.12	16.56
T206	Custodian	21	14.21	14.60
T230	Environmental Systems Technician	37	19.99	20.54
T256	Equipment Mechanic I	35	19.14	19.67
T253	Equipment Mechanic II	39	20.89	21.46
T221	Grounds Irrigation Specialist/Groundskeeper	31	17.56	18.04
T220	Grounds Maintenance Technician	31	17.56	18.04
T211	Groundskeeper	23	14.81	15.23
T209	Head Custodian	25	15.45	15.88
T258	Head Grounds Maintenance Technician	35	19.14	19.67
T213	Head Groundskeeper	27	16.12	16.56
T239	Lead Custodian	23	14.81	15.23
T251	Lead Equipment Mechanic	41	21.83	22.43
T263	Lead Maintenance Cabinetmaker	41	21.83	22.43
T250	Lead Maintenance Electrician	42	22.31	22.93
T218	Lead Maintenance Electronic/Alarm Technician	42	22.31	22.93
T235	Lead Maintenance HVAC Mechanic	42	22.31	22.93
T252	Lead Maintenance Painter	41	21.83	22.43
T227	Lead Maintenance Plumber	42	22.31	22.93
T278	Lead Maintenance Technician	33	18.33	18.83
T232	Lead Physical Education/Athletic Attendant	24	15.14	15.55
T229	Lead Skilled Maintenance Specialist	37	19.99	remove from schedule
T245	Maintenance Cabinetmaker	39	20.89	21.46
T262	Maintenance Carpenter	39	20.89	21.46
T246	Maintenance Electrician	39	20.89	21.46
T261	Maintenance Electronic/Alarm Technician	39	20.89	21.46
T243	Maintenance HVAC Mechanic	39	20.89	21.46
T244	Maintenance Locksmith/Glazier	39	20.89	21.46
T247	Maintenance Painter	39	20.89	21.46
T248	Maintenance Plumber	39	20.89	21.46
T255	Maintenance Roofer/Carpenter	39	20.89	21.46
T215	Maintenance Technician I	29	16.82	17.28
T222	Maintenance Technician II	31	17.56	18.04
T204	Mechanical/Electrical Systems Mechanic	37	19.99	remove from schedule
T260	Mechanical/Electrical Systems Technician	37	19.99	20.54
T233	Physical Education/Athletic Attendant	22	14.51	14.91
T259	Police Detective	49	21.35	26.34
T850	Receiving Clerk/Storekeeper	24	15.14	15.55
T203	Stock Clerk	21	14.21	14.60
T226	Toolroom Equipment Attendant	23	14.81	15.23
T204	Utility Worker	21	14.21	14.60

Board Approved:

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

Effective: January 1, 2020

DRAFT

Job Code Number	Miscellaneous Services	Part Time Hourly Rate	
0080	Art Model	\$17.50	
0068	Bookstore Aide	\$12.60	\$13.70
0022	Police Cadet to Officer*	\$16.56	
0023	Campus Patrol*	\$14.70	
0044	College Reserve Police Officer*	\$33.54	\$34.43
0042	Police Communication Dispatcher*	\$19.03	\$19.79
0045	Reader/Tutor I	\$12.60	\$13.70
0052	Reader/Tutor II	\$13.60	\$14.70
Community Swimming/Sports Programs			
0021	Assistant Athletic Trainer*	\$22.54	\$23.49
0043	Assistant Coach	\$16.00	\$16.63
0025	Assistant Sports Program Director	\$15.25	
0041	Athletic Trainer*	\$23.54	\$24.49
0085	Intercollegiate Game Technician	\$12.60	\$13.70
0030	Lifeguard I (Lifeguard Training**)	\$12.60	\$13.70
0035	Lifeguard II (Community Water Safety**)	\$13.60	\$14.70
0050	Specialty Coach	\$21.00	
0020	Sports Program Director	\$26.25	
0005	Swimming Instructor I (CPR, First Aid, Community Water Safety**)	\$12.60	\$13.70
0010	Swimming Instructor II (Lifeguard Training**)	\$13.25	\$14.41
Special Projects			
0077	Special Projects - Range I ***	\$12.60 to \$49.99	\$13.70 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.**

** **Position requires employee to possess and maintain valid certificate(s) as noted.**

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

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

Board Approved:

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

Effective January 1, 2020

DRAFT



Number	Title	<i>Part Time Hourly Rate:</i>	Level I	Level II	Level III	Level IV
081	Student Intern		\$12.60 \$13.70	\$13.60 \$14.70	-----	-----
082	Beginning Interpreter		\$14.00 \$15.00	\$15.00 \$16.00	\$16.00 \$17.00	\$17.00 \$18.00
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 18, 2019

SUBJECT:	Procedures for Filling Trustee Area 4 Vacancy	ATTACHMENT: None	
		ENCLOSURE: None	
AGENDA ITEM:	Action Item D	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	 JP Sherry, General Counsel	CONSENT/ROUTINE	
		FIRST READING	
APPROVED FOR CONSIDERATION:	 Brian King, Chancellor	ACTION	X
		INFORMATION	

BACKGROUND:

Pursuant to Education Code section 5091, whenever a vacancy on the Board of Trustees occurs, or whenever a resignation has been filed with the county superintendent of schools containing a deferred effective date, the district governing board shall, within 60 days of the vacancy or the filing of the deferred resignation, either order an election or make a provisional appointment to fill the vacancy. On December 16, 2019, a vacancy in Trustee Area 4 occurred.

STATUS:

The deadline for either making a provisional appointment to fill the vacancy or ordering an election is February 14, 2020. If the Board takes neither of these actions, the superintendent of the County Office of Education must call for an election. If the Board chooses to appoint a successor, then the Board President must appoint a Trustee Appointment Sub-Committee to prepare the necessary materials and report to the full Board at their next meeting.

RECOMMENDATION:

It is recommended that the Board either order an appointment for Trustee Area 4 or have the vacancy filled by election during the November 2020 Election and direct the Chancellor or designee to report this action to the superintendent of the County Office of Education.